

VILLAGE OF PENTWATER

65 South Hancock Street, P.O. Box 622, Pentwater, Michigan 49449
(231) 869-8301 - FAX (231) 869-5120
www.pentwatervillage.org

Planning Commission Regular Meeting
April 2, 2024 - 6:00 P.M. – In Person
Park Place Event Center – 310 N. Rush Street, Pentwater, MI

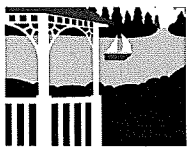
Agenda

1. **Opening** – Welcome, Call to Order, and Pledge of Allegiance
2. **Roll Call**
3. **Approval of Agenda and Minutes.**
 - A. Approval of Agenda.
 - B. Approval of Minutes of January 23, 2024.
4. **Public Comments:** For items on the agenda.
5. **Public Hearing:**

The public hearing is for the purpose of considering comments regarding proposed amendments to the Village of Pentwater Zoning Ordinance, in accordance with the Michigan Zoning Enabling Act (Public Act 12 of 2008), as amended. The amendments to the Zoning Ordinance would amend Section 21.09 which concerns signs in Residential Districts. The proposed amendment to the Zoning Ordinance would reduce the side setback of signs from 15 feet to 10 feet.

6. **Old Business:** None
7. **New Business:**
 - A. Consideration of Text Amendment Change to Section 21.09
 - B. Nonconforming Building Review – 540 N. Hancock St.
8. **Department/Committee Reports**
 - A. Zoning Administrator – See Attached Report.
 - B. Zoning Board of Appeals – No Meeting, No Report.
9. **Public Comments**
10. **Communications from Planning Commission Members**
11. **Adjournment**

Next Scheduled Planning Commission Meeting – April 23, 2024 at Park Place.



Regular Meeting Minutes – January 23, 2024

Chairperson Chris Conroy called the regular meeting of the Pentwater Village Planning Commission Meeting to order at 6:11 pm, in-person at Park Place, 310 N. Rush Street, Pentwater, with the Pledge of Allegiance.

ROLL CALL

Present: Kyle Jansen, Bruce Koorndyk, Amy Roberson, Chris Conroy.

Absent: Phil Frame, Mary Marshall, and Ron Stoneman.

Staff Present: Rande Listerman, Clerk/Treasurer and Brian Monton, Village Attorney.

APPROVAL OF AGENDA

Motion by Jansen, second by Roberson to approve the agenda with one correction Item D change the date to November 28, 2023.

Voice Vote: Aye: 4. Nay: 0. Absent: 3. Motion passed.

APPROVAL OF REGULAR MEETING MINUTES

Motion by Roberson, second by Koorndyk to approve the November 28, 2023, regular meeting minutes as presented.

Voice Vote: Aye: 4. Nay: 0. Absent: 3. Motion passed.

PUBLIC COMMENTS FOR ITEMS ON THE AGENDA

None.

PUBLIC HEARING

Chairperson Conroy opened the Public Hearing at 6:12 pm.

No public comments.

Chairperson Conroy closed the Public Hearing at 6:12 pm.

OLD BUSINESS

None.

NEW BUSINESS

A. Text Amendment Change

Chairperson Chris Conroy read the memo from the Zoning Official Kate Anderson.

Motion by Jansen, second by Roberson to entertain the text amendment request.

Discussion was held.

Chairperson Chris Conroy had a concern regarding the appearance on the street that it exists. I am not sure we would not face some unintended consequences shortening the 17-foot set back on either of the corners. Also, unintended consequences on the neighborhood look and feel.

Section 20.05 Criteria for Amendment of the Official Zoning Ordinance Text

The Planning Commission and Village Council shall, at minimum, consider the following before taking action on any proposed amendment to the text of this Ordinance:

- A. Compatibility with the basic intent and purpose of the Ordinance;
 - The Planning Commissioners agrees that the proposed amendment is not consistent with the basic intent of the Ordinance.
- B. Consistency with the goals, objectives, and future land uses of the Village of Pentwater Master Plan, including a sub-area or corridor studies;
 - No, the Planning Commissioners stated that they recommend a study be conducted of corner lots in the Village.
- C. The requested amendment will correct an error and/or clarify an ambiguity in the Ordinance;
 - No, the Planning Commissioners stated it will not correct an error and/or clarify an ambiguity. So many of the Village streets are inconsistent in width.
- D. The requested amendment will resolve an inequitable situation created by the Ordinance and does not grant special privileges;
 - No, the Planning Commissioners stated that there is not an inequity in the current Zoning Ordinance.
- E. The requested amendment will not result in unlawful exclusionary zoning;
 - The Planning Commissioners agree that the requested amendment would not result in unlawful exclusionary zoning.
- F. There is documentation from Village staff or the Zoning Board of Appeals indicating problems and conflicts in implementation or interpretation of specific sections of the Ordinance;
 - The Planning Commission stated that there is no documentation provided by Village Staff or Zoning Board of Appeals that there is a problem or conflict with the specific section of the Ordinance at this time.

- G. The requested amendment will address changes in State or Federal legislation or regulations or other Village ordinances; and
- The Planning Commission agrees that the requested amendment in the Zoning Ordinance does not address changes in State or Federal legislation or other Village ordinances.
- H. The requested amendment will resolve potential legal issues or administrative problems with the Ordinance based on recent case law or opinions rendered by the Attorney General of the State of Michigan.
- The Planning Commissioners stated that there is not any potential legal issues or administrative problems with the current zoning that it would need to be changed at this time.

Discussion was held.

Chairperson Chris Conroy felt the first and secondary lot line proposed changes is froth with unintended consequences if we stray away from the definition we already have. I feel before we modify the zoning text, we need a study of all the Village's corner lots to determine what the impact is with the Complete Street Guide, utilities, standards for neighborhood design.

John Perles asked to address the Board.

For what it is worth a lot of these ordinances are verbatim extractions from different communities. It was how a lot of small communities' ordinances were created. They take an ordinance from another community and ghost it for their community. That was the case here. Since the Village of Pentwater was established in the mid 1800's some of the text in the ordinances does not conform with the way properties are now. In speaking with Katie most of the corner lots in the village do not comply, so if someone needed to rebuild a dwelling on a corner lot, for example after a fire, they would not be able to conform to the current language in the ordinance. The primary line is easier to conform to, but the side set back requires 33 feet from the center of the road plus 17 feet with some of the current plated roads it makes this disproportionate on the secondary road on a corner lot. For instant in our case Plymouth Street is only 18 feet wide and the main street is Lowell, which is 24 feet wide. So, there is a big discrepancy even though you are using the same point of reference on both streets. So, the unintended consequences, you need to be the same distance from both roads and it makes a corner lot almost unusable unless you are going to build, like a row house. So, if you look at the City of Hart's ordinance, they do not reference the center of the lot. They make the lineage from the primary and secondary street.

Chairperson Chris Conroy stated she was going to cut Mr. Perles off at this point. I do not want this text amendment change to be for one particular property. This has to apply to the whole Village. So, before we do a rush to judgement on giving away 11 feet on a corner lot. From a visual standpoint and a congestion standpoint I am reluctant to encourage us to adopt this at this time.

Kyle Jansen can we consider something that takes in the width of the street?

Village Attorney Brian Monton stated if you are uncomfortable with this because it is throughout the whole Village you can recommend that the Village does a study on corner lots in throughout the Village. You do not have to make a decision on the day of the Public Hearing. However, you should not delay it months and months. So, you can vote today to table this for a later date.

Bruce Koorndyk asked when was the Ordinance written.

Attorney Brian Monton when I was in high school.

Bruce Koorndyk why I asked the question is I built my house on a corner lot, and I followed the setbacks. There are homes being built right now on corner lots and they followed the setbacks like the one on Wythe Street.

Chairperson Chris Conroy says the Zoning Ordinance was adopted in 1999.

The first **Motion** was rescinded by Jansen.

Motion by Jansen, second by Roberson to recommend to the Village Council deny the text amendment change to section 3.05D and 6.04 as it is written pertaining to setback requirements of corner lots and the council consider hiring a consultant to have a study done on corner lot setbacks throughout the village.

Roll Call Vote: Yes: 3 - Jansen, Roberson, and Conroy.
No: Koorndyk Absent: 3.

B. March Meeting – Date Reschedule

Motion by Roberson, second by Jansen to re-schedule the March 26, 2024, regularly scheduled meeting to April 2, 2024, at 6:00 pm.

Roll Call Vote: Yes: 4 - Jansen, Koorndyk, Roberson and Conroy.
No: 0. Absent: 3.

C. Set Public Hearing for Text Amendment Change

Motion by Roberson, second by Jansen to set the Public Hearing for a Text Amendment Change to February 27, 2024, at 6:15 P.M.

Roll Call Vote: Yes: 4 - Jansen, Koorndyk, Roberson and Conroy.
No: 0. Absent: 3.

COMMITTEE/DEPARTMENT REPORTS

A. **Zoning Administrator** – Ms. Anderson’s written report was accepted by the Planning Commission.

B. **Zoning Board of Appeals** – No Meeting, No Report.

PUBLIC COMMENTS

None.

COMMUNICATIONS FROM PLANNING COMMISSION MEMBERS

None.

ADJOURNMENT

Motion by Roberson, second by Koorndyk to adjourn the meeting at 6:57pm.

Voice Vote: Aye: 4. Nay: 0. Absent: 3. Motion passed.

Respectfully Submitted,
Rande Listerman, Clerk/Treasurer

Approved by the Village of Pentwater Planning Commission on _____.

MEMORANDUM

To: Village of Pentwater Planning Commission

From: Katie Anderson, Zoning Administrator

Date: February 7, 2024

Subject: Public Hearing - Proposed Text Amendment Change – Section 21.09 Reduce the Side Setback of Signs from 15 feet to 10 feet in Residential Areas.

Introduction

With the completion of the Master Plan, the Planning Commission’s next project is to update the Village Zoning Ordinance. There is a discrepancy in our Zoning Ordinance when it comes to setbacks and clear vision in Residential Areas.

Background

The current Section 21.09 Signs in Residential District Regulations are:

Sign and Number Permitted	Sign Area Permitted	Sign Height Permitted	Location
1 subdivision identification sign per entrance road	32 square feet	8 feet	At least six (6) feet from any lot line.
			A subdivision sign shall be separated by at least 1,320 feet on the same street from any other subdivision sign for the same subdivision
1 freestanding sign for permitted non-residential uses	16 square feet	6 feet	Minimum of 15 feet from each side lot line
2 signs per property advertising the sale of produce grown on the premises	16 square feet	6 feet	Minimum of 15 feet from each side lot line

The public hearing is for the purpose of considering comments regarding proposed amendments to the Village Zoning Ordinance, in accordance with the Michigan Zoning Enabling Act (Public Act 12 of 2008), as amended. The amendments to the Zoning Ordinance would amend Section 21.09 which concerns signs in Residential Districts. The proposed amendment to the Zoning Ordinance would reduce the side setback of signs from 15 feet to 10 feet.

Proposed Text Amendment Change

Sign and Number Permitted	Sign Area Permitted	Sign Height Permitted	Location
1 subdivision identification sign per entrance road	32 square feet	8 feet	<p>At least six (6) feet from any lot line.</p> <p>A subdivision sign shall be separated by at least 1,320 feet on the same street from any other subdivision sign for the same subdivision</p>
1 freestanding sign for permitted non-residential uses	16 square feet	6 feet	Minimum of 15 10 feet from each side lot line
2 signs per property advertising the sale of produce grown on the premises	16 square feet	6 feet	Minimum of 15 10 feet from each side lot line

The purpose of reducing the side setback from 15 feet to 10 feet is to become more uniform in our Zoning Ordinance and match the Clear Vision Areas of Section 3.14 which is 10 feet.

Process

Following the Public Hearing, the Planning Commission shall identify and evaluate all factors relevant to the petition and shall report its findings and recommendation to the Village Council. In the case of a proposed amendment to the text of the Village Zoning Ordinance, the Planning Commission shall consider the criteria contained in Section 20.05 Criteria for Amendment of the Official Zoning Ordinance Text as follows:

Section 20.05 Criteria for Amendment of the Official Zoning Ordinance Text

The Planning Commission and Village Council shall, at minimum, consider the following before taking action on any proposed amendment to the text of this Ordinance:

- A. Compatibility with the basic intent and purpose of the Ordinance;
- B. Consistency with the goals, objectives, and future land uses of the Village of Pentwater Master Plan, including a sub-area or corridor studies;
- C. The requested amendment will correct an error and/or clarify an ambiguity in the Ordinance;
- D. The requested amendment will resolve an inequitable situation created by the Ordinance and does not grant special privileges;
- E. The requested amendment will not result in unlawful exclusionary zoning;

- F. There is documentation from Village staff or the Zoning Board of Appeals indicating problems and conflicts in implementation or interpretation of specific sections of the Ordinance;
- G. The requested amendment will address changes in state or federal legislation or regulations or other Village ordinances; and
- H. The requested amendment will resolve potential legal issues or administrative problems with the Ordinance based on recent case law or opinions rendered by the Attorney General of the State of Michigan.

Discussion

Following the Public Hearing, the Planning Commission should discuss each of the listed criteria to determine whether or not each of the criteria have been met, or specifically state why one or more have not been met.

The Planning Commission's discussion may take place anytime following the closure of the Public Hearing. Following completion of the Planning Commission's discussion of each amendment criteria, the Planning Commission should provide a recommendation on the request to the Village Council.

At this time, Village Staff recommends approving the text amendment change of reducing the side setback from 15 feet to 10 feet.

MEMORANDUM

To: Village Planning Commission

From: Katie Anderson, Zoning Administrator

Date: February 7, 2024

**Subject: Proposed Home Addition
540 N. Hancock St., Village of Pentwater
Parcel ID No. 64-044-580-101-90**

Introduction

Melissa and Ryan Williams, owners of 540 N. Hancock St. (just north of Pentwater Township Hall), seek to construct a home addition on the south and east side of the residence.

The existing home and former dental office was constructed approximately 12.66 feet from the east (rear) property line adjacent to the back yard of 64 E. Sands Street and just south of the Village's North End Park. Please refer to the enclosed site plan. After seeking a variance to add on an ADA compliant deck, the current rear yard setback is at 8.22 feet.

The proposed home addition will not exacerbate the nonconformity on the east side of the building.

Background

The existing home (former dental office) is located only 8.22 feet from the east lot line adjacent to 64 E. Sands Street, where 30 feet is now required. In accordance with the research completed by former Zoning Administrator Keith Edwards and Assessor, Barbie Eaton, it appears that the existing building was constructed prior to 1983, when the southern portion of the property was split off for the medical office of Dr. Nelson and Spectrum Health.

Prior to 1983, the existing building, the dental office of Dr. Williams (which was allowed by Special Land Use approval) would have been considered a corner lot that would have required two front setbacks on the west and south sides of the property at 17 feet each, and just two side setbacks of 6 feet each, while a rear yard setback would not have been required. Thus, when the property was divided for the Physician's Office, the existing building became nonconforming as it was no longer a corner lot, but an interior lot, where the setback from the east property line changed from 6 feet to 30 feet. This action rendered the building nonconforming.

Section 3.24.B.1 of the Zoning Ordinance states that “non-conforming building(s) or structures may only be extended, enlarged, altered, remodeled or modernized when the Planning Commission determines that the following conditions are met.”

Details of the Nonconformity and Zoning Ordinance Standards Review

The existing rear setback from the east property line for the existing principal building is 8.22 feet according to the site plan submitted, where 30 feet is required.

Today, the owners seek a home addition off the south and east side of the home. The proposed addition will not exacerbate the nonconformity on the east side of the building.

The residential use of the property as a single-family residential use conforms to the permitted uses within the R-O, Residential-Office Zoning District requirements of Chapter 10 of the Zoning Ordinance. The proposed addition does not change the permitted uses of the property. Thus, the Planning Commission should direct its focus to Section 3.24.B.1 et seq. and 3.24.B.8 of the Zoning Ordinance to consider the following conditions for approval:

Section 3.24.B Nonconforming Buildings or Structures

1. Nonconforming building(s) or structures may only be extended, enlarged, altered, remodeled, or modernized when the Planning Commission determines that the following conditions are met:
 - a. The building or structure shall comply with all height, area, and/or parking and loading provisions with respect to such extension, enlargement, alteration, remodeling, or modernization.

This condition has been met in accordance with the applicant’s proposal.

- b. The enlargement or extension is limited to the same parcel the nonconforming building or structure was located on at the time of the adoption of this Ordinance.

This condition has been met in accordance with the applicant’s proposal.

- c. The enlargement or extension will not interfere with the use of other properties in the vicinity.

This condition has been met in accordance with the applicant’s proposal.

- d. The enlargement or extension shall not exceed fifty percent (50%) of the GFA of the original building or structure when it became nonconforming; except that the Planning Commission may permit a greater percentage where all yard

setbacks for the district in which the building is located are met without need of a variance to such setback(s).

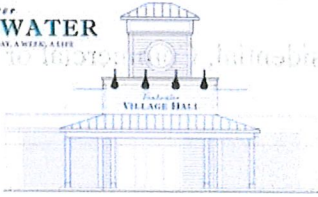
This condition has been met in accordance with the applicant's proposal because the addition will add approx. 530 sq. ft. to the applicant's existing 1,438.75 sq. ft. house.

8. Where a building or structure is nonconforming for setback by a distance equal to or less than one-half of the distance required by this ordinance, the nonconforming setback (may) be extended along the same plane as the existing nonconforming setback, provided that in so doing, the setback itself is not further reduced and all other required setbacks are met.

This requirement has been met in accordance with the applicant's proposal.

Recommendation

At this time, Staff recommends the Planning Commission consider approval of the requested home addition to the existing dwelling, without conditions, in accordance with Section 3.24.B, paragraph 1.a. through 1.d, and paragraph 8.



Zoning Permit Application

Date Application Prepared: Feb 5th 2024 Application Fee \$ 40.00

Date Application Received: _____ Receipt No. _____

Property Location Information

Parcel ID: 64 - 044 - 580 - 101 - 90 Property Address 540 N Hancock Street
Pentwater, MI 49449
Property Location North 124 FT of the South 264 FT of Block
101 OF PLAT B to the village of Pentwater.
Section No. _____ Subdivision Name _____

Applicant Information

Applicant (circle one): Contractor Property Owner Other

Ryan + Lissa Williams
(Applicant)

540 N HANCOCK Street
(Address)

Pentwater, MI 49449
(City, State, Zip Code)

231 299-9113
(Telephone, Home, Cell and/or Business)

lissamargaret@hotmail.com
(Email Address)

Property owner's name and address (if not the applicant)

Phone () - -

Land Use and Zoning Information

Proposed Land Use (i.e. Single) Duplex or Multiple Family Residential, Commercial or Industrial Use)

Zoning Map Classification of Property: R-0

Lot Area: 0.752 sq. ft. or acres Lot width: SEE SITE MAP ft. Waterfront? Yes ___ No X
(irregular size)

Size(s) and Type(s) of building, addition, accessory building, deck, fence or other structure,

ADDITION ON South-East section of property + house.

Proposed sunroom, bedrooms, laundry and entrance area. ADDITION to Main level and basement. 530 sq. ft home

Minimum setbacks (Minimum 8 1/2 x 11-inch Plot Plan or Sketch Required): addition.
(Setbacks for accessory buildings are measured from lot lines to the drip edge or eave of the building)

Waterfront Setback Required = / ft. Proposed = / ft.

Front Setback: Required = 17 ft. Proposed = NA ft.

Corner Lot? Yes No Side Street Front Setback: Req. = ___ ft. Prop. = ___ ft.

Side Setback: Required = (N or E) 6 ft. Proposed = 6 ft.

Side Setback: Required = (S or W) 6 ft. Proposed = 6 ft.

Rear Setback: Required = 30 ft. Proposed = 10 ft. Current setback is 8.22 ft

Other Zoning Requirements:

50% Maximum lot coverage
Percent (%) Lot Coverage (Impervious Surface): Existing = ~~8%~~ % Proposed = 6%

Principal Building Area Required = 750 sq. ft. Proposed = ___ sq. ft.

Principal Building Height: Allowed = 35 ft. from grade to peak. Proposed = 35 ft. from OR less to match existing ROOF LINES grade to peak.

Acc. Building Area: Allowed = / sq. ft. Proposed = NA sq. ft.

Acc. Building Height: Allowed = / ft. from grade to peak. Proposed = NA ft. from grade to peak.

Zoning Variance Required? Yes ___ No ___

I Attest that the above information is true, to the best of my knowledge:

[Signature]
Applicant's Signature

Date


Miscellaneous

Check all attached information:


- Plot Plan or Sketch of property and setbacks. Survey (if available).
- Building Elevation Drawings.
- Critical Dune Area, High-Risk Erosion Area or Wetlands? Yes ___ No ___
- MDEQ, MDNR or USACE Permit Required? Yes ___ No ___
- Septic System – Requires DHD #10 Approval
- Sanitary Sewer? – Requires Pentwater Village Manager Approval
- Well – Requires DHD #10 Approval
- Municipal Water? – Requires Pentwater Village Manager Approval
- Soil Erosion Permit May be Required from Oceana County Drain Commissioner’s Office
- Date of Zoning Board of Appeals (ZBA) Meeting/Hearing** _____
- ZBA Decision** _____

Authorization for On-Site Inspection

The applicant hereby affirms the information herein is, upon information and belief, true and accurate. If at any time the applicant discovers that the information provided is not accurate, the applicant shall immediately provide in writing all such correct information to the Zoning Administrator. By signing below, the Applicant and/or Property Owner authorize Village of Pentwater Staff, Elected or Appointed Officials permission to enter the property for the purposes of investigating any question that they may have relative to this Zoning Permit Application.



 Applicant Signature Date



 Property Owner Signature Date

Zoning Permit Approval

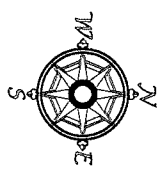
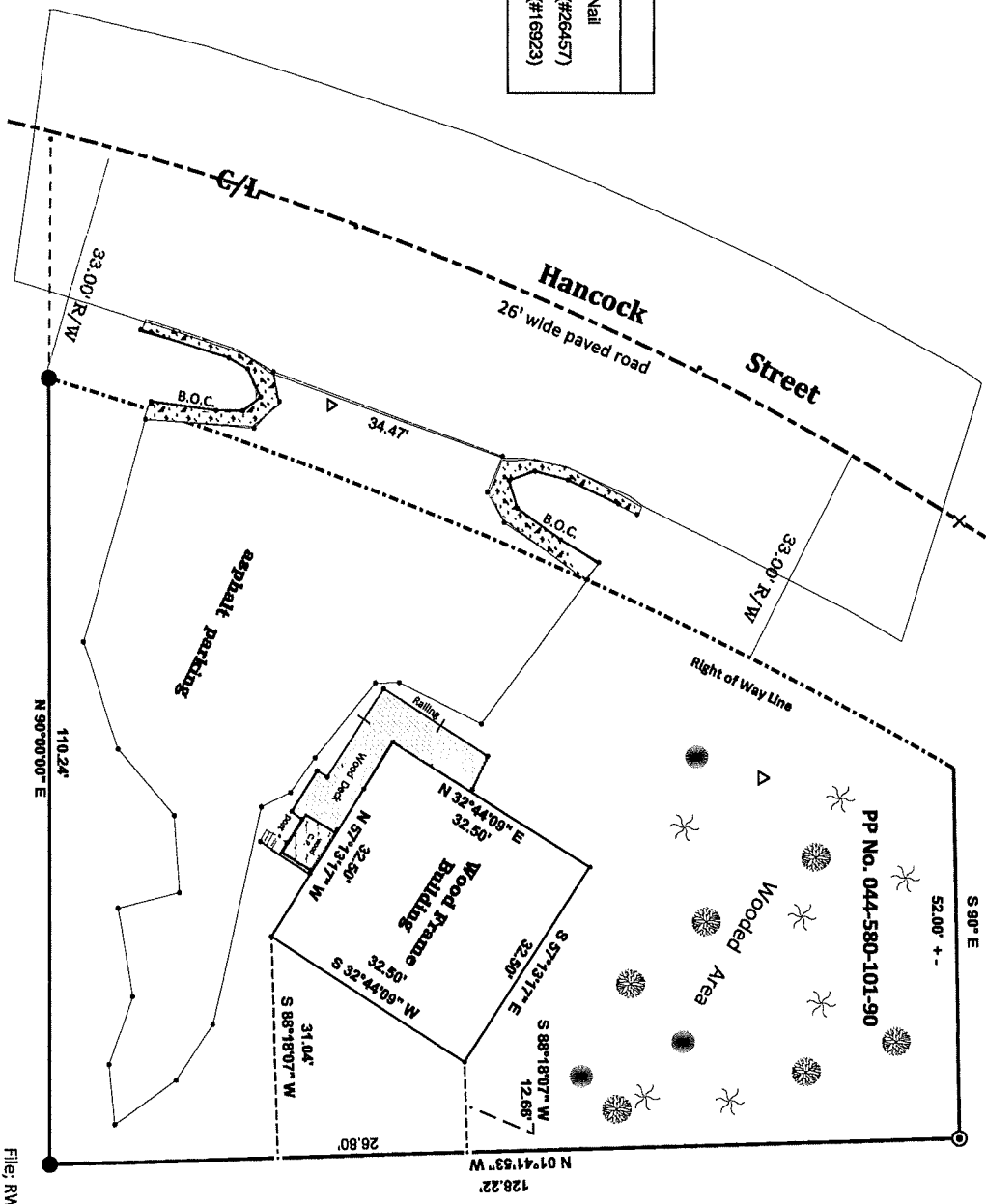
Zoning Permit No. _____ **Date:** _____ **Expiration Date:** _____

Signed: _____ **Zoning Administrator**

Site Map

Legal Description:
 Being the North 124.00 feet of the South 264.00 feet of Block 101 of Plat "B"
 to the Village of Pentwater, lying South and East of Business 31 (AKA, Hancock
 Street), Village of Pentwater, Oceana County, Michigan.

LEGEND	
△	Set Control Spike / PK Nail
●	Existing PLUS bar & cap (#20457)
⊙	Existing PLUS bar & cap (#16923)



Bearing Data Assumed, East - West

John Schulke
 Land Surveyor
 3257 South Darr Road
 Scottville, Michigan 49454
 231-233-0699

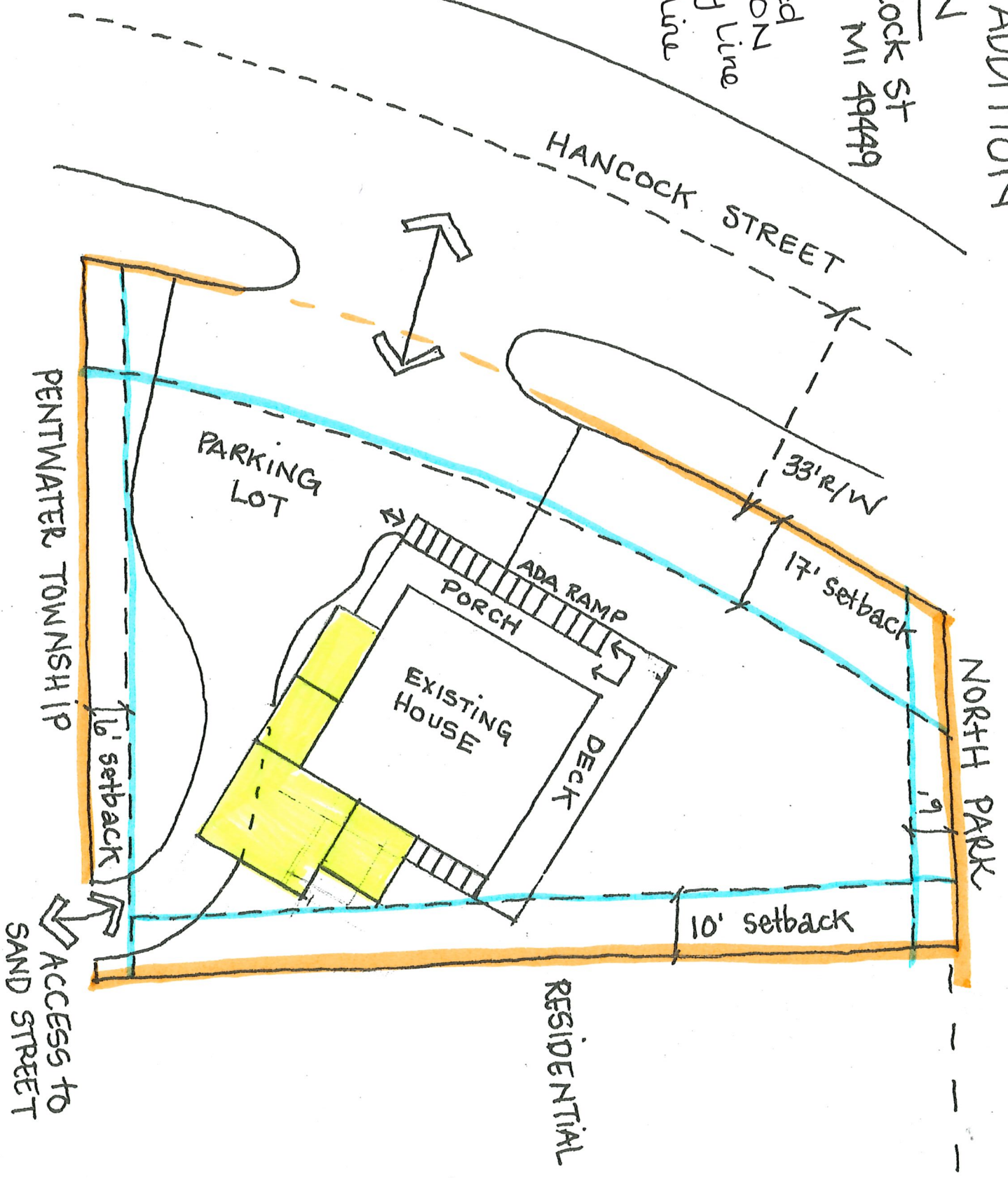
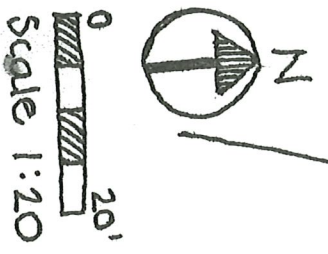
Surveyed & Mapped For:
 Ryan & Alissa Williams
 540 North Hancock Street
 Pentwater, Michigan 49411

PROPOSED ADDITION

SITE PLAN

540 N HANCOCK ST
PENTWATER MI 49449

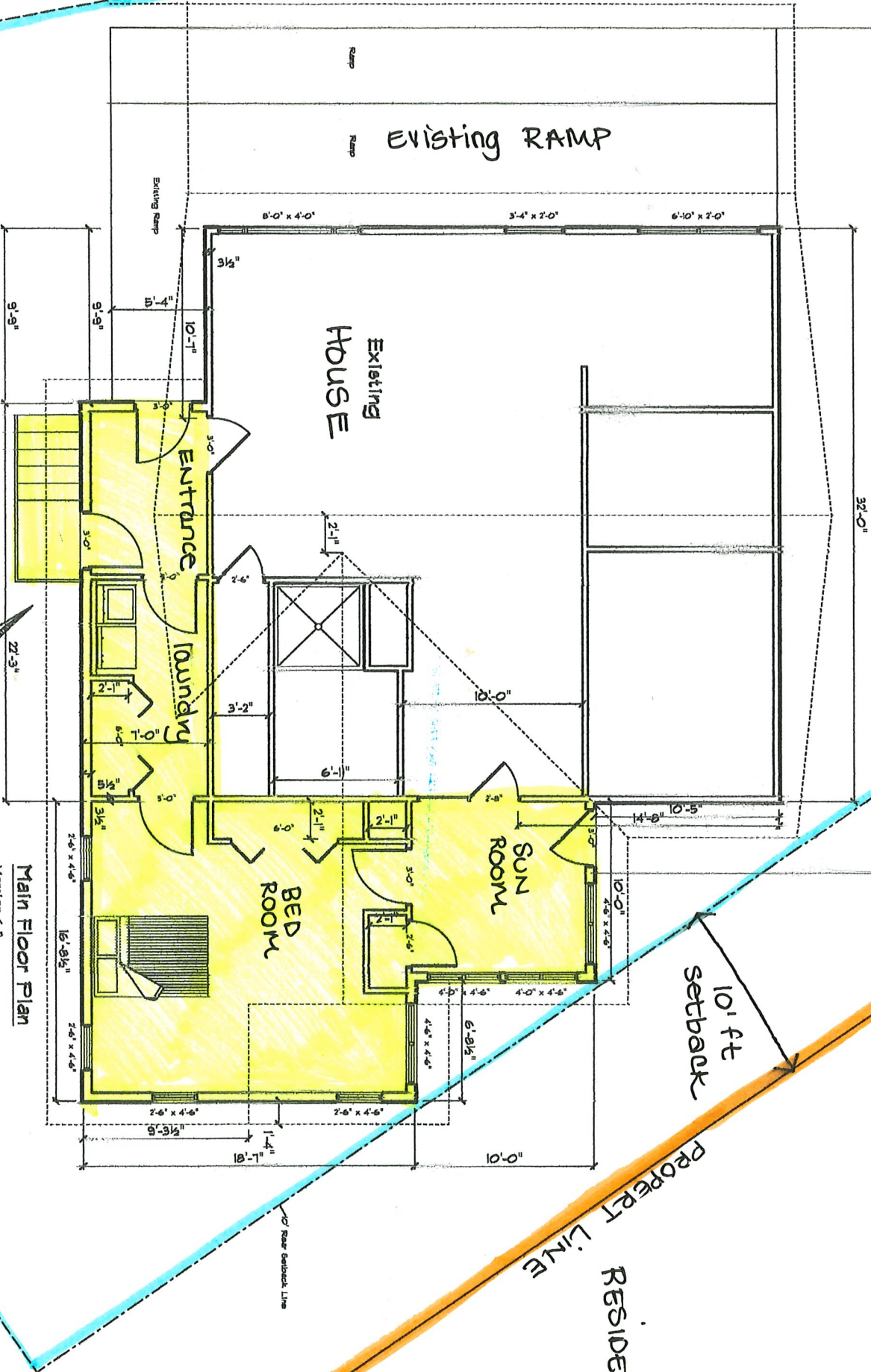
- Proposed Addition
- Property Line
- Setback Line



HANCOCK ST.

PROPOSED ADDITION - 540 N HANCOCK ST
Main Floor

NORTH PARK →



- Proposed Addition
- Property Line
- SETBACK LINE

Main Floor Plan

Version 6.2
1/8" Scale

Melissa & Ryan Williams
540 Hancock St.
Pewaukee, WI 49449
12/18/23

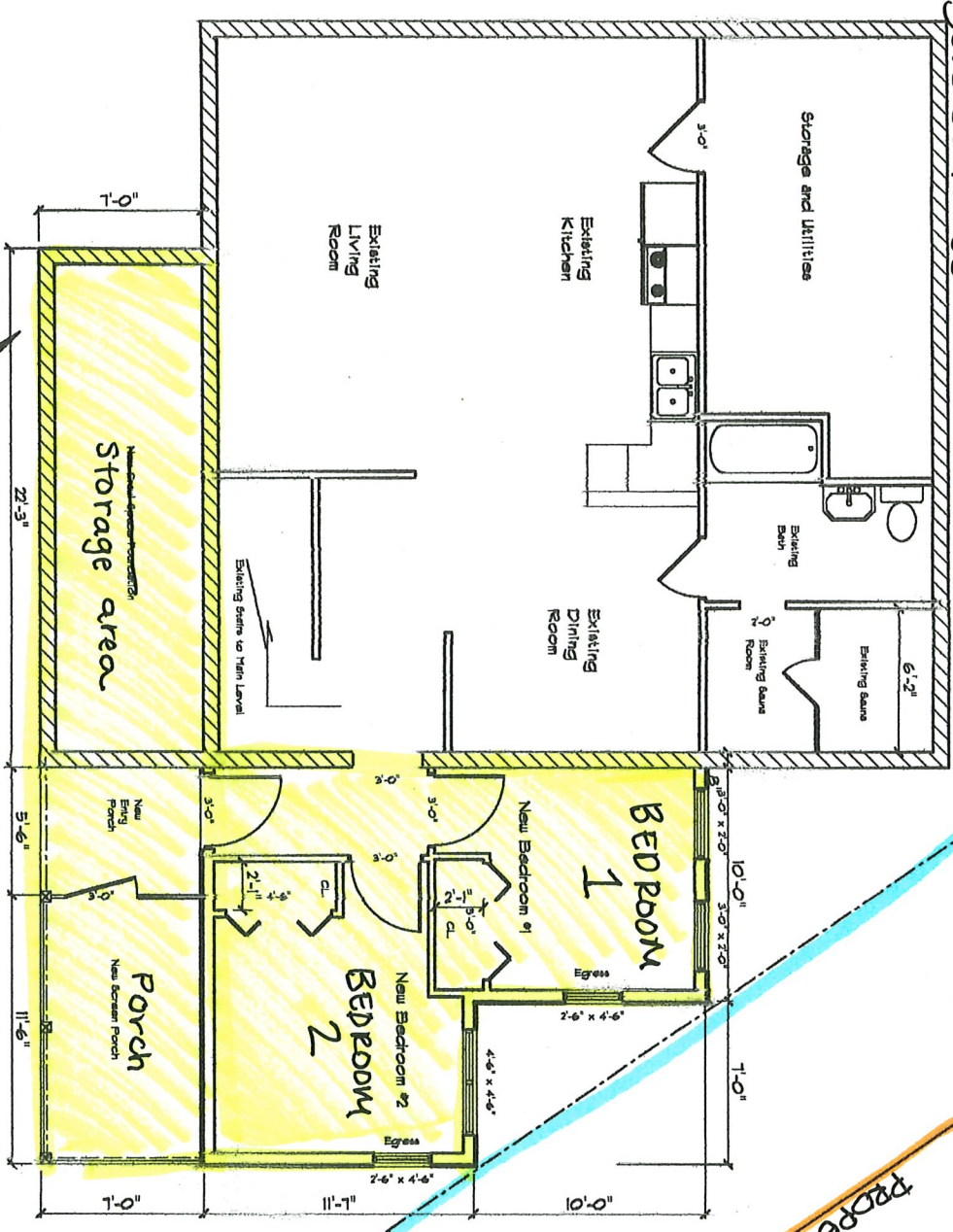
SAND STREET ↓

Pewaukee TOWNSHIP ↓

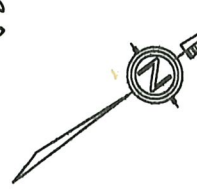
PROPERTY LINE
RESIDENTIAL

10' ft setback

PROPOSED ADDITION - 540 N HANCOCK ST North Park



- Proposed Addition
- Property line
- Setback line



Lower Level Plan (Basement)

Version 6.2
1/8" Scale
Melissa & Ryan Williams
540 Hancock St.
Pentwater, MI 49449
12/18/23

HANCOCK STREET

SAND STREET

Residential

10ft setback line

PROPERTY LINE

Pentwater Township

VILLAGE OF PENTWATER

ON PENTWATER LAKE AND LAKE MICHIGAN
65 South Hancock Street, P.O. Box 622, Pentwater, Michigan 49449
(231) 869-8301 FAX (231) 869-5120
www.pentwatervillage.org

ZONING ADMINISTRATOR'S REPORT

March 1, 2024

The following is a summary of activity conducted by the Zoning Administrator in February 2024:

Code Enforcement – Clear cutting in the Critical Dunes: Report sent to EGLE, under EGLE investigation. Reports of illegal dwellings and construction on Sands St.: owner has been informed, property has been inspected, there are no zoning violations at this time, property will continue to be monitored.

Planning Commission – The Planning Commission did not meet in February; meeting was canceled due to a lack of quorum:

1. Public Hearing and other business moved to the April 2nd meeting.

Zoning Board of Appeals – The Zoning Board of Appeals did not meet.

Zoning Permits – The following Zoning Permits were issued in February of 2024:

1. There were no Zoning Permits issued in February.

Other – The Planning and Zoning Essentials through the Michigan Association of Planning virtual training is March 26th and 27th from 6pm to 8pm at Park Place.

I would also like to ask the Council to make a motion to allow me to apply for grants this upcoming fiscal year. The MSHDA has a Housing Readiness Incentive Grant Program with \$5,000,000 in funding for activities associated with the adoption of land use policies, master plan updates, zoning text amendments and similar actions. The maximum grant amount per award is \$50,000 and match and/or leverage funds are not required. This could be a great opportunity to allow us to update our Zoning Ordinance.

Sincerely,

Katie Anderson

Katie Anderson
Zoning Administrator