



2022 PLANNING COMMISSION ANNUAL REPORT

Development Services Department

Scott Alef, Community Development Grant Coordinator
salef@waterfordmi.gov

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1. Introduction and Purpose

Each year, under the requirements of the Michigan Planning Enabling Act as amended, the Planning Commission is required to submit a written report of the previous year's activity to the Board of Trustees

"A planning commission shall make an annual written report to the legislative body concerning its operations and the status of planning activities, including recommendations regarding actions by the legislative body related to planning and development."

This document shall provide a summary of the activities performed by the Planning commission and Development Services staff regarding community development activities and plans. This will also show trends in development reviews and rezoning requests to better understand and direct the course of development in the Township.

Planning staff is responsible for preparation of this report and submitting under the approval of the Planning Commission.

We would like to thank each the Planning Commission members for their efforts over the past year and are grateful for their professionalism and responsibility in performing this critically important service.

2. About the Planning Commission

The Waterford Township Planning Commission is a seven-member appointed board consisting of one Township Board of Trustees member who serves their term on the Planning Commission concurrently with their Township Board term, and six residents of the Township who serve staggered three-year terms. The Planning Commission's responsibilities are:

- Developing, adopting, and overseeing the implementation of the Township's Master Plan.
- Monitoring the effectiveness of the Zoning Ordinance and recommending Ordinance revisions and amendments to the Township Board where necessary.
- Reviewing rezoning requests from property owners and making an approval or denial recommendation to the Township Board, which is responsible for making the final decision on rezoning requests.
- Considering and deciding requests from property owners seeking one of the special approval uses listed in the property's zoning classification.
- Reviewing site plans to ensure compliance with the Zoning Ordinance requirements and the goals and objectives of the Master Plan.
- Reviewing and discussing planning concepts and issues and their applicability to the current and future development of the Township.
- Assisting in the education of the public on planning issues and concepts.

3. Membership

The Waterford Township Planning Commission consists of six appointed members and one Township Trustee with three-year staggered terms. One member is a crossover member to the Zoning Board of Appeals.

In December 2021, the Planning Commission Chair, Sandra Werth, retired early and was replaced by Thomas Strat as a Planning Commission member in February 2022. Later in mid-year, another Planning Commission member, Colleen Murphy, also resigned and was replaced by Steve Printz in August 2022.

Planning Commission Member	Term Expiration
Matt Ray, Chair	03/31/2024
Scott Sintkowski, Vice Chair	03/02/2023
David J Kramer, Secretary	03/02/2023
Tony Bartolotta, Twp. Trustee	Concurrent until 2024
Art Frasca, ZBA Crossover	03/31/2025
Thomas Strat	03/31/2025
Colleen Murphy (Replaced by Steve Printz – August 2022)	03/31/2024

4. Meetings

The Waterford Township planning commission met for ten regular meetings and two special meetings. This meets the requirements of the MPEA which requires a minimum of four meetings. The scheduled regular March meeting of the year was cancelled. The special meetings included the annual joint meeting of the Planning Commission, Zoning Board of Appeals, and Board of Trustees as well as Planning Commission bylaw and procedures review.

Planning Commissioner	Meeting Dates												
	1/11 Joint Meeting	2/22	3/22	4/26	5/24	6/28	7/26	8/23	9/27	10/25	11/7 Bylaws Review	11/22	12/13
Matt Ray, Chair	P	P	Canceled	P	P	P	P	P	P	P	P	P	P
Scott Sintkowski, Vice Chair	P	P		P	P	P	P	P	P	P	P	P	P
David Kramer, Secretary	P	P		P	P	A	P	P	P	P	P	P	P
Tony Bartolatta, Trustee	P	P		P	P	P	P	P	P	P	P	P	P
Thomas Strat		P		P	P	P	A	P	P	P	P	P	P
Art Frasca	P	P		P	P	P	P	P	P	P	P	P	P
Colleen Murphy	P	P			P	P	A	Resigned					
Steve Printz							P	P	P	P	P	P	

P Attended

A Absent

P Special Meeting

5. Joint Meeting

The Township typically holds a joint meeting between the Township Board of Trustees, Planning Commission, and Zoning Board of Appeals at the beginning of the year. This meeting took place on January 11, 2022.

The focus of the meeting covered several topics including:

Redevelopment Ready Communities (RRC)

The Township has engaged with the Michigan Economic Development Corporation (MEDC) to become RRC certified, indicating that the Township has streamlined processes and procedures to be as efficient and transparent as possible to encourage development and investment in the community.

The Township has met nearly all requirements set by the MEDC to become certified. The remaining requirements are expected to be completed within the next two years with the majority to be addressed by adopting a new Master Plan.

Modifications to Major Site Plan Reviews

In line with the RRC goals, a proposal to streamline straightforward Major Site Plan reviews was discussed between the boards. This proposal allowed for the administrative review of Major Site Plans that did not have an associated Special Approval. This change was formally accomplished through a Zoning Ordinance amendment that was adopted in April 2022.

Training

Previously, the Township had not implemented a standardized and regular training process. Discussions led to an informal agreement to implement basic training for all commissioners and board members with a follow-up review to take place at the 2023 joint meeting.

2043 Master Plan

At the end of 2021, the Township began the process for the development and implementation of a new 20-year Master Plan. In addition to the \$50k budgeted by the Township, the Township's success in completing RRC objectives saw a \$30k financial contribution from the MEDC to develop a new master plan. Due to the complexities involved and limited staff capacity, the Township selected a consultant, Houseal Lavigne, to complete the work.

Membership Changes

In December 2021, the Planning Commission's long-running Chair, Sandra Werth, had retired after more than 30 years of service on the Planning Commission.

6. Public Participation Overview

The intent of a Public Participation Plan is to establish methods for directing Township policies through informed participation. The methods employed are used to improve information gathering and distribution by incentivizing and facilitating public participation to educate the community, staff, and officials to gain consensus on the various policies and activities the Township intends to enact. The Township has two public participation plans in effect. One for general activity and another for CDBG specific activity.

In 2020, the Township adopted an updated CDBG Citizen Participation Plan. This plan specifically addresses the regulatory requirements set for receiving federal assistance through the CDBG program. The CDBG Citizen Participation Plan supersedes the Township overall Public Participation Plan with specific additional requirements and procedures for CDBG related planning and reporting. During 2022, the Township followed all CDBG Citizen Participation Plan apart from the first CDBG meeting being held later in the year and the second not being broadcast.

In May of 2021, the Township adopted an updated Township Public Participation Plan in preparation for the new Master Plan. The Public Participation Plan follows the requirements set forth by the Michigan Planning Enabling Act, Michigan Zoning Enabling Act, and the Michigan Open Meetings Act and acts as general guide for enabling public participation in the community. During 2022, the Township followed all requirements in the Public Participation Plan.

The Public Participation Plan prescribes several traditional and technology-based methods for inviting public participation as well as active engagement strategies. Traditional strategies include methods such as flyers, postcards, and newspaper postings while technology-based strategies include methods such as email notifications, social media, and the Township cable station. These are intended primarily to notify and educate the community. Active engagement strategies are those that seek to obtain direct input from the community and include a variety of meetings and interviews that are utilized based on the topic. Methods used should correspond with the type of activity as shown below.

	Traditional	Technology Based	Active Engagement Strategies				
			Work Sessions	Town Hall Forums	Workshops	One-on-One Interviews	Focus Groups
Board and Commission Meetings							
Master Plan							
Minor Zoning Amendments							
Major Zoning Amendments							
Environmental Projects							
Public Infrastructure							
Transportation and Planning							
Corridor Improvements							
Sub-Area Plans							
Township Assistance Programs							
Township Related Media and Awards							

Rare Situations	
Sometimes	
Always	
Required	

7. Public Participation Activities

The Township utilizes several of these strategies on a consistent basis. For all Planning Commission meetings, agendas are distributed for public access in three ways at least ten days in advance of the meeting. Each of the twelve Planning Commission and ten Zoning Board of Appeals meetings held in 2022 were posted in the following ways:

- On the bulletin board at Township Hall entrances.
- Under the Agendas and Minutes tab of the Township's web page.
- On the Township's Facebook page.

Any meeting that included a variance, special approval, zoning map amendment, zoning text amendment, or CDBG planning or reporting activity also required publication in the Sunday edition of the Oakland Press at least fifteen days in advance of the meeting. Ten of the Planning Commission meetings and all of the Zoning Board of Appeals meetings required this type of publication indicating the projects that were to be reviewed as part of a public hearing.

Additionally, several projects required direct notification to surrounding properties inviting public comment. Individual notices (letters for ZBA and postcards for Planning Commission) were sent to property owners and occupants within 300-feet of the subject property requiring opportunity for public comment. The projects that required direct notification include variances, special approvals, and zoning map amendments, but exclude zoning text amendment, and HUD planning and reporting activities. There were sixty-two ZBA projects that required notifying 2,710 property owners and occupants and twenty-four Planning Commission projects that required notifying 2,125 property owners and occupants.

To address CDBG requirements, the Township is required to hold two public hearings during the year. The first is set to be during a Board of trustees meeting between February and April. The second is to be held in September or October. Both public hearings are to be televised on the government access channel of the local cable television system.

The Township's CDBG Needs Assessment was noticed for and held during the June 2022 Planning Commission meeting to provide input on the proposed 5-Year Consolidated Plan. The CDBG 5-Year, 2022-2027, 5-Year Consolidated Plan and PY48 Annual Action Plan was then published, heard, and approved during the public hearing at the August 15, 2022, Board of Trustees meeting. Though the Township adopted a 5-Year Consolidated Plan in 2021, as a new Consolidated Plan was required as the Township had dropped from the Oakland County HOME Consortium.

Due to staffing changes, the meeting was held in August instead of the required period from February through April. The CDBG PY47 Consolidated Plan Annual Performance Report was presented at a public hearing at the regular September Planning Commission meeting. This meeting was not broadcast.

In addition to the typical and recurring meetings listed above, 2022 saw increased public participation activities in response to the development of the new Master Plan. Community engagement efforts in 2022 included several additional methods including a public portal for the Master Plan process updates, online questionnaire, an online public mapping portal for participant comment, in-person focus group interviews, and a visioning workshop held in May. In addition to in-person engagement, the visioning workshop also allowed for online virtual participation. The visioning workshop, in which fifty community members, separated into groups of 4-8 people, worked to develop long term visions for the community.

8. Master Plan Review

No amendments or updates were made to the current Master Plan over the previous year as the preparation of the new 20-year 2043 Master Plan is underway. Houseal Lavigne, the consultant selected by the Township for the project, had performed several community engagement activities for which the Master Plan would be developed from. It is anticipated that the final plan will be ready by mid-2023.

The consultant set up an information web page to consolidate information and engagement activities. The website can be accessed here: <https://www.hlplanning.com/portals/waterfordtownship/>.

Public input was initially obtained through an online survey accessible from both the consultant's page as well as the Township's website as was as a publicly accessible, web-based, interactive map used to obtain community input and comments. In May, the consultant performed a kick-off meeting with the Township Board of Trustees and Planning Commission followed by a series of focus group interviews over a few days at Township Hall with a variety of community stakeholders as well as a public meeting at the community center.

During this period, the consultants also held a visioning workshop. The workshop included 50 community members divided into small groups. The results of the workshop revealed several topics that were of identified as particularly important to many of the groups. These topics were to:

- Develop a downtown.
- Improve existing corridors.
- Limit disruptive and overrepresented commercial uses.
- Promote new or specialized commercial uses.
- Improve and protect existing residential areas.
- New pedestrian and bicycle facilities and connected networks.
- Limited and targeted industrial growth.
- Road maintenance, improvements, and improved redesigns.
- Increased public access to waterfront areas.
- Maintain and improve existing parks.
- Introduce specialized parks.
- Develop a new community center.
- Leverage and utilize schools as an asset.

Groups were divided on new housing as well as seniors and affordable housing. However, there was additional support for mixed-use residential and commercial on underutilized commercial sites.

Following the public input and data collection, the consultants provided their findings to the township as well as preliminary considerations for a subarea plan.

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9. Zoning Ordinance Amendments

Over the past year, fifteen text amendments were initiated by Staff, twelve of which were adopted with two more received final approval in January 2023. All but one initiated text amendment were given favorable recommendations and received final approval.

Project Number	Description	PC Date of Action	Final Status	Adoption Date
TA 21-11-03	T.A. REMOVE ADULT USES FROM C-3 DISTRICTS	11/23/21	ADOPTED	1/18/22
TA 22-01-05	T.A. TO ESTABLISH COMMERCIAL STORAGE ESTABLISHMENTS AS A SPECIAL USE IN THE M-1 AND M-2 ZONING DISTRICT	2/22/22	ADOPTED	4/5/22
TA 22-01-06	T.A. TO DEFINE RESIDENTIAL LOFTS AND ESTABLISH THEM AS A USE PERMITTED ABOVE COMMERCIAL	2/22/22	ADOPTED	4/5/22
TA 22-02-01	T.A. MAJOR SITE PLAN CONCEPTUAL REVIEW	2/22/22	ADOPTED	4/5/22
TA 22-04-04	T.A. DRIVE-THRU SCREEN WALLS	4/26/22	ADOPTED	5/31/22
TA 22-04-05	T.A. TEMPORARY USES	4/26/22	ADOPTED	5/31/22
TA 22-05-01	T.A. INCORPORATE SPL MANUAL	5/24/22	ADOPTED	7/5/22
TA 22-05-02	T.A. FOOD TRUCKS	5/24/22	ADOPTED	7/5/22
TA 22-05-03	T.A. SIGN ORDINANCE	6/28/22	ADOPTED	8/2/22
TA 22-05-04	T.A. LIVESTOCK	7/26/22	ADOPTED	7/5/22
TA 22-07-03	T.A. DONATION BIN ORDINANCE	7/26/22	POSTPONED	-
TA 22-10-01	T.A. PARKING LOT LANDSCAPING	12/13/22	ADOPTED	12/6/22
TA 22-10-02	T.A. CHILD CARE CENTERS	10/25/22	ADOPTED	12/6/22
TA 22-11-01	T.A. VETERINARY CLINICS AS A SPECIAL USE APPROVAL IN C-1 & C-2	12/13/22	ADOPTED	1/23/23
TA 22-11-07	T.A. LIMITED CONTACT SALES AND PICK-UP FOR LICENSED MEDICAL MARIHUANA PROVISIONING CENTERS	12/13/22	ADOPTED	1/23/23

Of the approved and adopted amendments:

1. One was a finalization from 2021 which removed Adult Uses from the C-3 district.
2. One restricted Commercial Storage Establishments to a special use in M-1 and M-2 districts.
3. Four expanded allowable uses within various commercial districts allowing for Residential Lofts and Food Truck Vendors; and expanding access for Child Care Centers and Veterinary Clinics.
4. Seven modified or clarified existing zoning ordinance text including incorporated the Interim Site Plan and Landscape Manual, removal of Major Site Plans from the Planning Commission regular agenda to consent agenda review, the Sign ordinance, Temporary Uses, and clarified text for keeping livestock.

Over the coming year, several additional amendments are anticipated including:

- Restricting vehicle dealer, equipment rental, and vehicle repair facilities to require Special approval in some or all circumstances.
- Addressing short term rentals
- Enhancing Code Enforcement authority
- Amending day care limits to match state regulations.
- Updating the outdated landscape ordinance
- Updating permanent and temporary fence regulations

10. Zoning Map

The Planning Commission reviewed seven zoning map amendments. There was not a substantial trend in the rezoning requests observed and were of relatively small impact. Two received final approval in January 2023. All requested rezonings were given favorable recommendations and received final approval.

Project Number	Location	Description	Recommendation to legislative body	PC Action Date	Final Status	Adoption Date
RZ 22-01-01	3130 DIXIE HWY	REZONE O-1 TO R-1A	FAVORABLE	2/22/22	ADOPTED	4/5/22
RZ 22-01-04	4667 DIXIE HWY	REZONE HT-2 TO C-3	FAVORABLE	2/22/22	ADOPTED	4/5/22
RZ 22-04-01	33 DOWNING ST	REZONE C-2 TO R-1C	FAVORABLE	4/26/22	ADOPTED	5/31/22
RZ 22-06-01	4330 HATCHERY RD	REZONE PL TO R-1C	FAVORABLE	7/26/22	ADOPTED	8/30/22
RZ 22-07-04	3510 HIGHLAND RD	REZONE C-2 TO C-3	FAVORABLE	7/26/22	ADOPTED	8/30/22
RZ 22-11-02	2520 AIRPORT RD	REZONE C-1 TO C-2	FAVORABLE	12/13/22	ADOPTED	1/23/23
RZ 22-11-06	4200 HIGHLAND RD	REZONE C-4 TO C-3	FAVORABLE	12/13/22	ADOPTED	1/23/23

Of these amendments:

1. Three involved rezoning from office, commercial, and public lands to single-family residential
2. One downzoned from C-4 to C-3 for an anticipated lot split
3. One upzoned from C-1 to C-2 due to lot combinations
4. One upzoned from C-2 to C-3 to remove the nonconformity from the site.
5. One converted from HT-1 to C-3 to be more in line with commercial activity on Dixie Highway

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11. Development Reviews

The Planning Commission performed a total of forty-four development reviews which included twenty-four change-of-use, twenty-eight major and minor site plans, and eighteen special approval reviews. Proposed developments covered a wide array of development types from residential to new industrial facilities. While a number of these were relatively minor, there were several that were of substantial consequence.

PSP 22-1414 saw the approval for the Dayton Freight trucking facility on the 28-acre combined site of the former drive-in theater and junk yard at the corner of Telegraph Road and Dixie Highway.

PSP 22-1333-A and PRSA 22-07-05 saw the approval of a new DTE Service Center. Following the demolition of the former Summit Place Mall, the site sat vacant for several years with a stalled development plan. In 2022 the project was restarted with a modified development plan for the 21-acre site for a regional service center with storage, repair, and maintenance facilities as well as housing fleet service vehicles.

PSP 22-1438 and PRSA 22-08-02 proposed an adaptive reuse of the former Kmart site on Dixie Highway. The site had seen a long period of decline and neglect prior to its final closure in 2020. A new owner has acquired the 8-acre property with the intention of introducing a multiuse and multitenant development. The building will be divided into several tenant spaces and include a restaurant, entertainment venue, retail space with warehouse storage for traditional and online retail, and with other vacant space available for lease. In addition, the redevelopment of the site will see a new market and fueling facility along the Dixie Highway frontage.

Finally, another notable activity was the review and approval of several medical marijuana related facilities following the Townships adoption of a Medical Marijuana ordinance. During 2022, three of the approved provisioning centers received site plan approval and had completed or were near completion of construction.

CHANGE-OF-USE REVIEWS						
Project Number	Project Type	Related Project	Location	Description	Status	Date of Action
PCR21-004	CHANGE	-	5385 HIGHLAND RD STE 200	DETROIT WING COMPANY - CARRYOUT RESTAURANT	APPROVED	2/22/22
PCR21-006	CHANGE	-	4696 DIXIE HWY	SKYLAR LAUNDROMAT OF WATERFORD	APPROVED	2/22/22
PCR22-001	CHANGE	-	4422 W WALTON BLVD	OAKLAND FINANCIAL GROUP - PROFESSIONAL OFFICE	APPROVED	2/22/22
PCR22-002	CHANGE	-	4696 DIXIE HWY	180 PROPERTIES LLC - HOUSEHOLD REPAIR ESTABLISHMENT	APPROVED	2/22/22
PCR22-003	CHANGE	-	3625 HIGHLAND RD	HELIX DIAGNOSTICS - COVID TESTING MEDICAL OFFICE	APPROVED	2/22/22
PCR22-004	CHANGE	-	4250 DIXIE HWY	JAY'S BIG BASS OUTDOORS - LIMITED MERCHANDISE STORE	APPROVED	2/22/22
PCR22-005	CHANGE	-	3722 ELIZABETH LAKE RD	CARFLEX INC - NEW & USED VEHICLE DEALER	APPROVED	4/26/22
PCR22-006	CHANGE	-	2536 DIXIE HWY	ESTETICA ALY'S HAIR SALON & SPA - PERSONAL GROOMING ESTABLISHMENT	APPROVED	4/26/22
PCR22-007	CHANGE	-	6756 HIGHLAND RD	GREEN ROOT SPA & BEAUTY - PERSONAL GROOMING ESTABLISHMENT	APPROVED	4/26/22
PCR22-008	SPECIAL	22-01-02	225 S WILLIAMS LAKE RD	SPECIAL - CHILD DAY CARE HOME	APPROVED	5/24/22
PCR22-009	CHANGE	-	1047 S CASS LAKE RD	REP LAB FITNESS - PERSONAL IMPROVEMENT SERVICE ESTABLISHMENT	APPROVED	5/24/22
PCR22-010	CHANGE	-	4682 W WALTON BLVD	ADH LAND LLC - BUILDING SYSTEMS REPAIR ESTABLISHMENT	APPROVED	5/24/22
PCR22-011	CHANGE	-	2510 DIXIE HWY	ASIAN MARKET - CONVENIENCE STORE	APPROVED	6/28/22
PCR22-012	CHANGE	-	7374 HIGHLAND RD	JIN LIQUIDATIONS - DEPARTMENT STORE	APPROVED	6/28/22
PCR22-013	CHANGE	-	3455 HIGHLAND RD	BLACKED OUT CARS INC - MINOR VEHICLE SERVICE FACILITY	APPROVED	6/28/22

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CHANGE-OF-USE REVIEWS						
Project Number	Project Type	Related Project	Location	Description	Status	Date of Action
PCR22-014	CHANGE	-	4700 W WALTON BLVD	HEALTHQUEST - MEDICAL OFFICE	APPROVED	8/23/22
PCR22-015	CHANGE	-	5610 DIXIE HWY	MAC DADDY GOLF - GOLF SIMULATOR - ENTERTAINMENT ACTIVITY CENTER	APPROVED	9/27/22
PCR22-016	CHANGE	-	2505 PONTIAC LAKE RD	REVDAN HOLDINGS, LLC - PROFESSIONAL OFFICE	APPROVED	9/27/22
PCR22-017	CHANGE	-	1015 CRESCENT LAKE RD	U.S. COIN LAUNDRY - LAUNDRY ESTABLISHMENT	APPROVED	11/22/22
PCR22-018	SPECIAL	22-10-04	5100 DIXIE HWY STE 100	SPECIAL - SECOND HAND DEALER	APPROVED	11/22/22
PCR22-019	CHANGE	-	5100 DIXIE HWY STE 100	BIN STREET LLC - DEPARTMENT STORE	APPROVED	11/22/22
PCR22-020	CHANGE	-	4676 WALTON BLVD	HOLODECK 6 - ENTERTAINMENT ACTIVITY CENTER	APPROVED	11/22/22
PCR21-005	CHANGE	-	5385 HIGHLAND RD STE 200	DETROIT WING COMPANY - CARRYOUT RESTAURANT	APPROVED	2/22/22
PCR22-002	CHANGE	-	4696 DIXIE HWY	SKYLAR LAUNDROMAT OF WATERFORD	APPROVED	2/22/22

SITE PLAN REVIEWS						
Project Number	Project Type	Related Project	Location	Description	Status	Date of Action
PSP21-1372-A	SPECIAL	22-06-02	3200 BEACHAM	SPECIAL APPROVAL REVIEW FOR REC. FIELD IMPROVEMENTS	POSTPONED	7/26/22
PSP21-1411	MINOR	-	NE CORNER OF DIXIE AND RURAL	MINOR - GENERAL VEHICLE REPAIR FACILITY	APPROVED	2/22/22
PSP22-0556-G	MINOR	-	2450 WATKINS LAKE RD	MINOR MODIFICATION - PARTIAL DEMOLITION AND EXPANSION, MODIFICATIONS OF LANDSAPING AND REC SPACE	BUILT	7/26/22
PSP22-0625-B	SPECIAL	22-03-01	5799 DIXIE HWY	SPECIAL - RESTAURANT WITH OUTDOOR DINING AND DRIVE-THRU	IN PROCESS	4/26/22
PSP22-0977-B	MINOR	-	3245 ELIZABETH LAKE RD	MINOR - AUTO PARTS RETAILER	APPROVED	2/22/22
PSP22-1333-A	SPECIAL	22-07-05	435 N TELEGRAPH RD	SPECIAL - DTE PUBLIC UTILITIES SERVICE CENTER	APPROVED	8/23/22
PSP22-1396-A	SPECIAL	22-04-03	4710 COOLEY LAKE RD	SPECIAL - RESTAURANT WITH OUTDOOR DINING PATIO	TABLED	4/29/22
PSP22-1405-A	MAJOR	-	2060 DIXIE HWY STE 100	MAJOR - MEDICAL MARIHUANA PROVISIONING CENTER	IN PROCESS	12/13/22
PSP22-1412	SPECIAL	22-01-03	4703 ELIZABETH LAKE RD	SPECIAL - RESTAURANT WITH OUTDOOR DINING	APPROVED	2/22/22
PSP22-1413	SPECIAL	22-01-07	4976 HIGHLAND RD	SPECIAL - RESTAURANT WITH OUTDOOR DINING AND DRIVE-THRU	APPROVED	2/22/22
PSP22-1414	MAJOR	-	SE CORNER OF DIXIE HWY AND WARREN DR	MAJOR - FREIGHT HANDLING FACILITY	APPROVED	2/22/22
PSP22-1415	MINOR	-	5211 WILLIAMS LAKE RD	MINOR - PARKING LOT EXPANSION / OUTDOOR STORAGE	APPROVED	2/22/22
PSP22-1417	MINOR	-	327 N TELEGRAPH RD	MINOR - SUMMIT 327 NEW VEHICLE LOT TEMPORARY VEHICLE PARKING	EXPIRED	4/26/22
PSP22-1417-A	MINOR	-	327 N TELEGRAPH RD	MINOR - SUMMIT 327 NEW VEHICLE LOT TEMPORARY VEHICLE PARKING EXTENSION	DENIED	9/27/22
PSP22-1418	MAJOR	-	4641 HIGHLAND RD	MAJOR - MEDICAL MARIHUANA PROVISIONING CENTER	BUILT	4/26/22
PSP22-1419	MAJOR	-	327 N TELEGRAPH RD	MAJOR - MEDICAL MARIHUANA PROVISIONING CENTER	IN PROCESS	9/27/22
PSP22-1420	SPECIAL	22-04-02	5100 HUDSON	SPECIAL - MATERIAL PROCESSING ESTABLISHMENT AND BULK SOIL RESOURCE SUPPLY ESTABLISHMENT	IN PROCESS	4/26/22

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SITE PLAN REVIEWS						
Project Number	Project Type	Related Project	Location	Description	Status	Date of Action
PSP22-1421	MINOR	-	2045 DIXIE HWY	MINOR - M&R PRODUCE - LIMITED MERCHANDISE STORE PERMANENT TENT STRUCTURE	IN PROCESS	4/26/22
PSP22-1422	MINOR	-	521 ELIZABETH LAKE RD	MINOR - MINOR IMPROVEMENTS TO SITE SCREENING & INSTALLATION OF PAY STATIONS	BUILT	4/26/22
PSP22-1423	SPECIAL	22-04-06	2180 AIRPORT RD	SPECIAL -TECHNOLOGICAL ASSEMBLY FACILITY	POSTPONED	6/28/22
PSP22-1424	MAJOR	-	3300 ELIZABETH LAKE RD UNIT 1	MAJOR - ROSE TRAILER PARK LANDSCAPING AND SCREENING MODIFICATIONS	IN PROCESS	4/26/22
PSP22-1425	MAJOR	-	2460 DIXIE HWY	MAJOR - MEDICAL MARIHUANA PROVISIONING CENTER	IN PROCESS	7/26/22
PSP22-1426	MAJOR	-	5806 DIXIE HWY	MAJOR - MEDICAL MARIHUANA PROVISIONING CENTER	IN PROCESS	5/24/22
PSP22-1427	SPECIAL	22-05-05	3510 HIGHLAND RD	SPECIAL -CLARK GAS STATION REBUILD	POSTPONED	7/26/22
PSP22-1428	MINOR	-	4350 ELIZABETH LAKE RD	MINOR - WATERFORD MONTESSORI ACADEMY BUS LOOP	BUILT	N/A
PSP22-1429	MINOR	-	4355 HIGHLAND RD	MINOR - SPORTWAY ENTERTAINMENT ACTIVITY CENTER GAS TANK	POSTPONED	-R
PSP22-1430	MINOR	-	7310 HIGHLAND RD	MINOR - INSTALLATION OF ELECTRIC VEHICLE CHARGING STATIONS	BUILT	7/26/22
PSP22-1431	MINOR	-	4178 HIGHLAND RD	MINOR - SITE IMPROVEMENTS	IN PROCESS	7/26/22
PSP22-1432	MINOR	-	1375 N OAKLAND BLVD	MINOR - VIBE CREDIT UNION SITE IMPROVEMENTS	WITHDRAWN	7/26/22
PSP22-1433	MINOR	-	5540 DIXIE HWY	MINOR - AUTOZONE BUILDING EXPANSION	APPROVED	8/23/22
PSP22-1435	SPECIAL	22-07-06	998 W HURON ST	SPECIAL -HEROES BBQ & BREW COVERED PATIO	APPROVED	8/23/22
PSP22-1436	SPECIAL	22-08-01	6535 HIGHLAND RD	SPECIAL -SROA COMMERCIAL STORAGE FACILITY EXPANSION	IN PROCESS	8/23/22
PSP22-1437	MINOR	-	7760 COOLEY LAKE RD	MINOR - ENCLOSE OUTDOOR COVERED PATIO	APPROVED	8/23/22
PSP22-1438	SPECIAL	22-08-02	5100 DIXIE HWY STE 100	SPECIAL -MULTITENANT COMMERCIAL PROPERTY WITH COMMERCIAL FUELING FACILITY	IN PROCESS	9/27/22
PSP22-1439	MINOR	-	63 VILLAGE DR 63 WEST	MINOR - CHILDREN'S VILLAGE SECURITY FENCE	BUILT	9/27/22
PSP22-1440	MINOR	-	4475 PONTIAC LAKE RD	MINOR - PAVEMENT AND DRAINAGE IMPROVEMENTS	WITHDRAWN	-
PSP22-1441	MAJOR	-	NE CORNER OF PONTIAC LAKE RD AND WILLIAMS LAKE RD	MAJOR - TEAL ISLAND APARTMENTS	IN PROCESS	-
PSP22-1442	MINOR	-	6510 HIGHLAND RD	MINOR - CONSTRUCTION OF 2 NEW HANGERS WITH OFFICE SPACE	APPROVED	9/27/22
PSP22-1443	SPECIAL	22-09-01	2100 SCOTT LAKE RD	SPECIAL -CRAFT FACTORY - CUT & ASSEMBLE FELT ACOUSTIC PRODUCTS	IN PROCESS	10/25/22
PSP22-1444	MINOR	-	3930 ELIZABETH LAKE RD	MINOR - EVELUX LLC ACCESSORY STORAGE BUILDING	IN PROCESS	10/25/22
PSP22-1445	SPECIAL	22-10-03	4195 DIXIE HWY	SPECIAL -RESTAURANT WITH OUTDOOR DINING PATIO	IN PROCESS	12/13/22
PSP22-1446	MINOR	-	1116 VOORHEIS RD	MINOR - ASSIST 1 MEDICAL CENTER FENCE	IN PROCESS	11/22/22
PSP22-1447	SPECIAL	22-11-04	4175 HIGHLAND RD	SPECIAL -KENNEL OUTDOOR PLAY AREA EXPANSION	IN PROCESS	12/13/22
PSP22-1448	SPECIAL	22-11-05	4200 HIGHLAND RD	SPECIAL -FOR A VEHICLE CAR WASH ESTABLISHMENT	IN PROCESS	12/13/22

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12. Business Registrations

As of January 2022, the Development Services department has acquired control of Business Registrations from the Clerk's Office. While not specifically reviewed by the Planning Commission, this has become an important role in the evaluation of new building occupants. By administering the process, the department was able to coordinate between Building, Planning, DPW, and the Fire Department to investigate buildings for unauthorized changes, safety concerns, and evaluation of building and site usage prior to occupancy and investment by prospective tenants.

During 2022, the department reviewed sixty-eight business registrations. While not subject to Planning Commission oversight, the substantial number of business registrations provides an indication of economic activity with the community. While this has been a direct increase in work and responsibility performed by Development Services staff, this has been of great benefit to ensuring safety compliance and addressing problems and concerns early.

BUSINESS REGISTRATIONS				
Permit #	Address	Category	Applicant Name	Date Issued
PBUS22-0001	4682 W WALTON BLVD	OFFICE	ADH REMEDIATION LLC DBA PUROCLEAN RE	6/3/22
PBUS22-0002	4195 HIGHLAND RD	RETAIL	RSGS INC	6/30/22
PBUS22-0003	1620 N TELEGRAPH RD	AUTOMOBILE RELATED	VELOCITY GARAGE LLC	-
PBUS22-0004	3870 ELIZABETH LAKE RD	LOUNGE/BAR	FRANK KIZY	-
PBUS22-0005	4755 DIXIE HWY	RETAIL	MY NEW FAVORITE THING	3/11/22
PBUS22-0006	7524 HIGHLAND RD	RETAIL	LIT TOBACCO INC	2/28/22
PBUS22-0007	7824 HOFFMAN DR	OFFICE	DEMENEZES, FLAVIO GOUVEIA TELLES	1/26/22
PBUS22-0008	1054 W HURON ST	RECREATIONAL	PATRIOT BALLROOM	2/28/22
PBUS22-0009	7631 HIGHLAND RD	OFFICE	THE LAW OFFICE OF KEITH ALTMAN	-
PBUS22-0010	4422 W WALTON BLVD	OFFICE	JOHNSTON, MATTHEW	-
PBUS22-0011	5901 HIGHLAND RD	AUTOMOBILE RELATED	ALAW AUTO REPAIR	2/8/22
PBUS22-0012	5130 DIXIE HWY	RETAIL	TANNER OF WATERFORD, LLC	-
PBUS22-0013	4696 DIXIE HWY	OFFICE	180 PROPERTIES, LLC	3/22/22
PBUS22-0014	3625 HIGHLAND RD	MEDICAL/DENTAL	ARK LABORATORY LLC DBA HELIX DIAGNOSTICS	2/8/22
PBUS22-0015	2212 MALL DR E	OFFICE	SUMMIT EVENTS	2/15/22
PBUS22-0016	64 N WILLIAMS LAKE RD	RETAIL	TRUE NORTH OUTLET OF WATERFORD	-
PBUS22-0017	4250 DIXIE HWY	RETAIL	DESJARDINS, JAY	-
PBUS22-0018	2403 ELIZABETH LAKE RD	RESTAURANT	HARVEST GARDEN	3/1/22
PBUS22-0019	6874 FOX LN	OFFICE	LIVELY FLOCK LLC	2/24/22
PBUS22-0020	6616 COOLEY LAKE RD	RETAIL	SAM KASHAT	6/30/22
PBUS22-0021	2571 OAKDALE DR	OFFICE	BOWERS, SHELLY	-
PBUS22-0022	3700 SASHABAW RD	RETAIL	CLARKE, JUSTIN BLAKE-ROBERT	5/12/22

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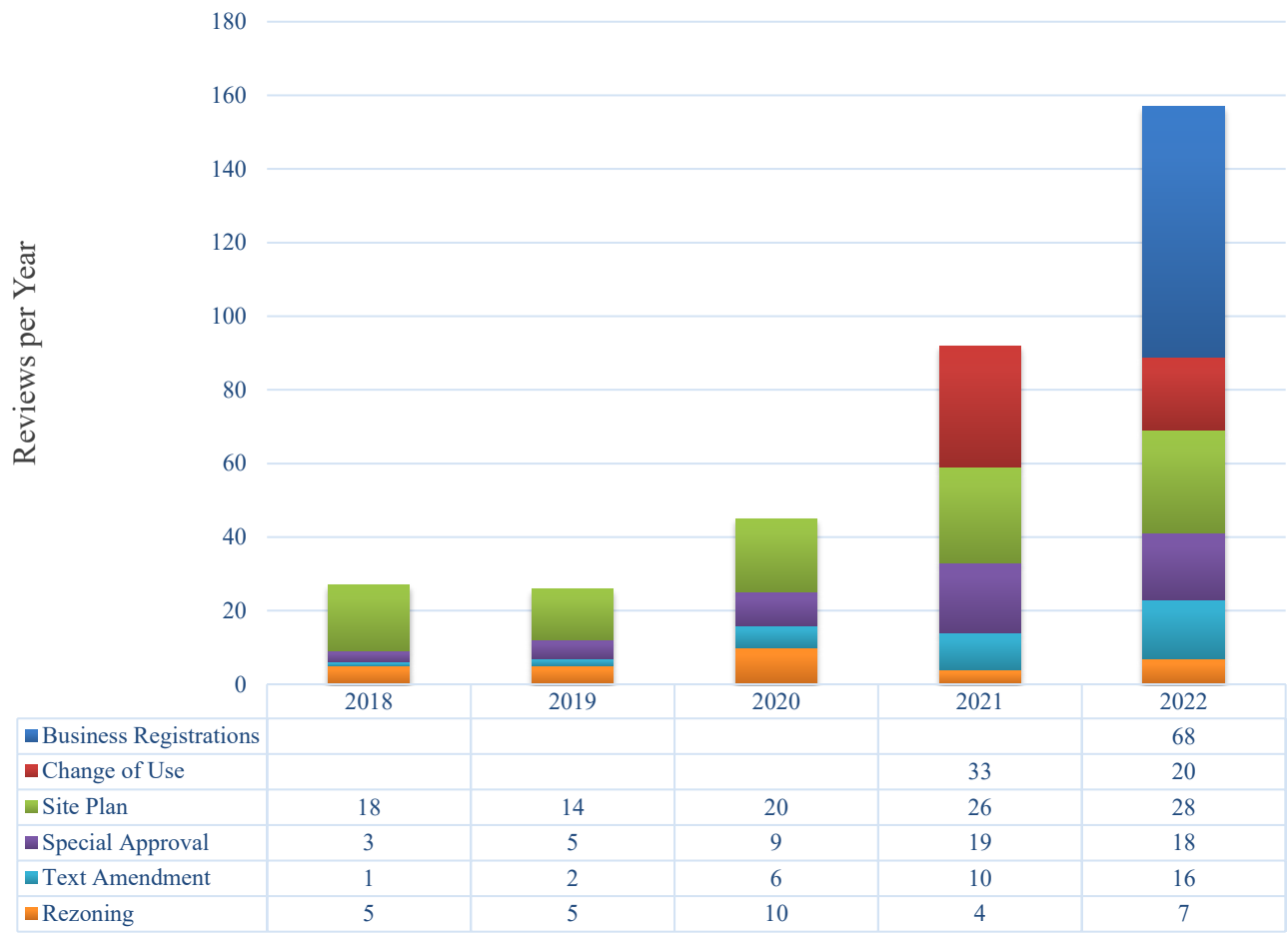
BUSINESS REGISTRATIONS				
Permit #	Address	Category	Applicant Name	Date Issued
PBUS22-0023	521 ELIZABETH LAKE RD	RETAIL	BLUE SKY 4, INC DBA IMPERIAL AUTO WASH	4/1/22
PBUS22-0024	4686 DIXIE HWY	RETAIL	WATERFORD PAINT CENTER INC	5/4/22
PBUS22-0025	7590 HIGHLAND RD	RETAIL	M-59 LAUNDRY	5/4/22
PBUS22-0026	2599 WILLIAMS AVE	OFFICE	WOKO LLC	-
PBUS22-0027	3722 ELIZABETH LAKE RD	AUTOMOBILE RELATED	CARFLEX INC	8/10/22
PBUS22-0028	327 N TELEGRAPH RD	OFFICE	435 N TELEGRAPH, LLC	-
PBUS22-0029	7590 HIGHLAND RD	RETAIL	DIRTY TUB, LLC	5/4/22
PBUS22-0030	7538 HIGHLAND RD	RESTAURANT	CALIFORNIA ROLL SUSHI INC	7/1/22
PBUS22-0031	3415 ELIZABETH LAKE RD	RETAIL	DOLLAR TREE STORES INC #9057	6/28/22
PBUS22-0032	2536 DIXIE HWY	OFFICE	AVILA, MONICO	5/3/22
PBUS22-0033	2045 DIXIE HWY	RETAIL	M & R PRODUCE LLC	-
PBUS22-0034	6756 HIGHLAND RD	RETAIL	GREEN ROOT SPA & BEAUTY	5/12/22
PBUS22-0035	1047 S CASS LAKE RD	OFFICE	ANTHONY LEE	-
PBUS22-0036	7374 HIGHLAND RD	RETAIL	JIN LIQUIDATIONS LLC	7/28/22
PBUS22-0037	540 S WINDING DR	RETAIL	GARZA, STACEY A	5/11/22
PBUS22-0038	7124 HIGHLAND RD	RETAIL	EDIT. AESTHETICS, BEAUTY & WELLNESS	6/14/22
PBUS22-0039	4010 W WALTON BLVD STE A	OFFICE	EPIC TITLE COMPANY	10/11/22
PBUS22-0040	2525 ELIZABETH LAKE RD	RECREATIONAL	PATRICIA GUZMAN-ABARCA	7/28/22
PBUS22-0041	4641 HIGHLAND RD	MEDICAL/DENTAL	D & R INVESTMENT GROUP, LLC	6/30/22
PBUS22-0042	2510 DIXIE HWY	RETAIL	WESLEY YANG	-
PBUS22-0043	373 SUMMIT DR	RETAIL	ADNAN MOHAMED	7/12/22
PBUS22-0044	3455 HIGHLAND RD	RETAIL	BLACKED OUT CART INC	8/29/22
PBUS22-0045	5635 DIXIE HWY	RETAIL	MATTRESS BY APPOINTMENT	10/7/22
PBUS22-0046	5641 DIXIE HWY	OFFICE	WALTER T'S GROOMING COMPANY LLC	8/30/22
PBUS22-0047	2523 ELIZABETH LAKE RD	RETAIL	SAHER DADOU	8/23/22
PBUS22-0048	5689 DIXIE HWY	RETAIL	TRANG T TRUONG	8/30/22
PBUS22-0049	4700 W WALTON BLVD	MEDICAL/DENTAL	HEALTHQUEST PHYSICAL THERAPY	-
PBUS22-0050	5610 DIXIE HWY	RECREATIONAL	MAC DADDY GOLF LLC	11/18/22
PBUS22-0051	2505 PONTIAC LAKE RD	OFFICE	REVDAN HOLDINGS, LLC	-
PBUS22-0052	71 S CASS LAKE RD	RETAIL	JON BLOCH	-
PBUS22-0053	5770 HIGHLAND RD	MEDICAL/DENTAL	JILLIAN PRICE	11/15/22
PBUS22-0054	1350 W HURON ST	MEDICAL/DENTAL	NIDAL HAMMOND	-

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BUSINESS REGISTRATIONS				
Permit #	Address	Category	Applicant Name	Date Issued
PBUS22-0055	3243 W WALTON BLVD	RETAIL	ANDREA MOYET	10/26/22
PBUS22-0056	1314 CRESCENT LAKE RD	AUTOMOBILE RELATED	FINISHING TOUCH AUTO SPA	-
PBUS22-0057	4195 DIXIE HWY	RESTAURANT	AFBZ WATERFORD ENTERPRISES, LLC	-
PBUS22-0058	5753 ELIZABETH LAKE RD	RESTAURANT	ADAM MATT	-
PBUS22-0059	1015 CRESCENT LAKE RD	SERVICE	U S COIN LAUNDRY	-
PBUS22-0060	5100 DIXIE HWY STE 300	RETAIL	DIXIE FARMS, LLC	-
PBUS22-0061	5100 DIXIE HWY STE 300	RETAIL	DIXIE FARMS, LLC	-
PBUS22-0062	4676 WALTON BLVD	ENTERTAINMENT	DAVID YORK	-
PBUS22-0063	960 LA SALLE AVE	SERVICE	ARENTEWICZ, WOJCEICH	11/28/22
PBUS22-0064	5643 DIXIE HWY	SERVICE	GOLDEN LION TATTOO CLUB	-
PBUS22-0065	1116 W HURON ST	SERVICE	DENHA PATTAH PROPERTY MGMT, LLC	-
PBUS22-0066	4200 HIGHLAND RD	SERVICE	KYLE WRENTMORE	-
PBUS22-0067	60 S TELEGRAPH RD	AUTOMOBILE RELATED	DAYUNG FIVE INCORPORATED D/B/A MIDAS	-
PBUS22-0068	5720 HIGHLAND RD	SERVICE	S.A.G. INC	-

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Planning Department Reviews per Year 2018-2022



Overall, site plan and special approval reviews were similar in number to the prior year 2021 numbers while more intensive activities, such as text amendments and rezonings, showed a substantial increase. One exception to this was change-of-use reviews which decreased by 1/3. However, given the sizeable number of business registrations, past change-of-use reviews would likely have been more appropriately identified as business registrations.

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13. Variances

The Zoning Board of Appeals reviewed fifty-nine individual requests. Most of these requests involved various setback variances, many of which were waterfront setbacks, and expansions of nonconforming buildings. Additionally, there was one density variance for multiple-family dwellings and one appeal of an administrative decision.

Of the requests, two were withdrawn, one was postponed, and three others were denied. All others were approved or partially approved.

Project Number	Location	Variance Description	Status	Date of Action
PZBA22-001	1476 Eason	Extension of previous variances	Approved	2/15/22
PZBA22-002	2999 St. Jude	Existing tree house lakefront setback/height/size variances	Denied	3/15/22
PZBA22-003	5825 Highland Rd	Existing electric vehicle charging station to remain side setback variance	Approved w/Stip.	2/15/22
PZBA22-004	360 Hickory Nut Dr	Proposed attached garage front setback variance	Approved	2/15/22
PZBA22-006	4958 Sherwell Dr	Proposed generator side setback/screening variance	Approved	2/15/22
PZBA22-005	1116 Voorheis Rd	Proposed sign front setback variance	Denied	4/19/22
PZBA22-007	2810 Woodbine	Proposed generator & A/C units side setback/screening variance	Approved	2/15/22
PZBA22-008	6942 Hatchery	Proposed addition canal side setback/expansion of nonconformity variance	Approved w/Stip.	2/15/22
PZBA22-009	1289 Hiller	*Violation* Accessory buildings area variance; fence height variance	Approved w/Amend	7/19/22
PZBA22-010	5100 Dixie Hwy	Appeal PC decisions - September 28, 2021	Affirmed	2/15/22
PZBA22-011	Vacant Dixie Hwy	Proposed building side yard setback variance	Approved	3/15/22
PZBA22-012	4355 Dixie Hwy	Expansion of a non-conforming building	Approved	3/15/22
PZBA22-013	970 Wyman Dr	Proposed sunroom lakefront setback variance	Approved	3/15/22
PZBA22-014	2816 Rowan Blvd	Proposed attached garage front setback variance	Approved w/Stip.	3/15/22
PZBA22-015	2912 Orange Grove Rd	Proposed detached garage height variance	Approved	4/19/22
PZBA22-016	7580 Maceday Lake Rd	Proposed house side yard setback variance	Approved	4/19/22
PZBA22-017	3950 Pitt Rd	Proposed generator / existing A/C units side yard setback variance	Approved	4/19/22
PZBA22-018	1985 Watkins Lake Rd	Proposed porch lakefront setback variance / side overhang setback variance	Approved	4/19/22
PZBA22-019	1136 Edgeorge St	Proposed addition front setback variance	Approved	5/17/22
PZBA22-020	4587 Midland Ave	Proposed attached garage side setback/nonconforming building variance	Approved	4/19/22
PZBA22-021	5067 Shoreline Blvd	Proposed generator side yard setback variance	Approved	4/19/22
PZBA22-022	Vacant S Hospital Rd	Proposed multi-family development unit variance	Denied	4/19/22
PZBA22-023	3824 Elizabeth Lake Rd	Proposed addition setback/height/story variance; nonconforming	Withdrawn	5/17/22
PZBA22-024	1455 S Williams Lake Rd	Proposed EVC structure setback variances	Approved	5/17/22
PZBA22-025	5300 Dixie Hwy	Proposed sign height, area, clear vision triangle variances	Withdrawn	5/17/22
PZBA22-026	4795 Dixie Hwy	Extension of previous variances	Approved	5/17/22
PZBA22-027	943 Boston Ave	Proposed addition rear yard setback/nonconformity variances	Approved	5/17/22
PZBA22-028	4381 Forest Ave	Proposed generator side yard setback / screening variance	Approved w/Stip.	5/17/22
PZBA22-029	3520 Whitfield Dr	Proposed house - expansion of a nonconforming building	Approved	5/17/22
PZBA22-030	1116 Voorheis Rd	Proposed sign front setback variance	Approved w/Stip.	5/17/22

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Project Number	Location	Variance Description	Status	Date of Action
PZBA22-031	307 Lansing Dr	Proposed detached garage lake rear setback variance	Approved	6/21/22
PZBA22-032	2622 Costa Mesa Rd	Proposed addition rear setback variance	Approved	6/21/22
PZBA22-033	4396 Lamson Dr	Existing deck side/lakefront setback variances	Approved w/Stip.	6/21/22
PZBA22-034	5150 Cheyenne Ave	Proposed addition front/rear setback/nonconforming variances	Approved	6/21/22
PZBA22-035	6870 Brightwood Ct	Proposed generator lake rear/side yard setback variances	Approved	6/21/22
PZBA22-036	4054 Lark Ave	Proposed addition/generator lake rear / nonconforming variances	Approved	6/21/22
PZBA22-037	1087 Shoman Dr	Proposed garage side yard setback variance	Approved	7/19/22
PZBA22-038	4972 Highland Rd	Proposed sign side/right-of-way setback variances	Approved	7/19/22
PZBA22-039	4265 Rural St	Proposed detached garage area variances	Approved w/Stip.	7/19/22
PZBA22-040	521 Elizabeth Lake Rd	Impervious surface variance	Approved	7/19/22
PZBA22-041	1274 Brambles Dr	Proposed covered porch/fireplace side yard setback variance	Approved	8/16/22
PZBA22-042	3963 Oak Knoll Rd	Proposed A/C rear yard setback variance	Approved	9/20/22
PZBA22-043	7781 Maceday Lake Rd	Proposed garage/deck side/front setback/nonconforming variances	Approved	9/20/22
PZBA22-044	1187 Prudence Dr	Proposed sunroom rear yard setback variance	Approved	9/20/22
PZBA22-045	3379 Wormer Dr	Proposed addition lakefront setback variance	Approved	9/20/22
PZBA22-046	3185 McCormick Dr	New house/deck (rebuild) lakefront setback variances	Approved	9/20/22
PZBA22-047	241 Reymont Rd	Existing addition lake rear yard setback variance	Approved	9/20/22
PZBA22-048	3530 Denice Ct	Proposed sign (rebuild) row setback/clear vision variances	Approved	9/20/22
PZBA22-049	1141 Bamford Dr	Expansion of a nonconforming building	Approved	9/20/22
PZBA22-050	1476 Eason	Extension of previous extension	Approved	10/18/22
PZBA22-051	2850 Lansdowne Rd	Proposed house to remain - north front setback variance	Approved	10/18/22
PZBA22-052	3812 & 3826 Cass Elizabeth Rd	Adjusting property line - setback variances for house and shed	Approved	10/18/22
PZBA22-053	4303 Lakewood Dr	Proposed sunroom lakefront setback variance	Approved	10/18/22
PZBA22-054	5806 Dixie Hwy	Existing building setback variances; green belt and planting variances	Approved	10/18/22
PZBA22-055	4760 Onawa Ct	Proposed house lakefront/rear setback variances	Tabled	11/15/22
PZBA22-056	6907 Desmond Rd	Proposed detached garage height variance	Approved	10/18/22
PZBA22-057	1116 Voorheis Rd	Proposed generator side setback variance	Approved	11/15/22
PZBA22-058	3038 St. Jude	Proposed generator rear setback variance	Approved	11/15/22
PZBA22-059	540 S Pinegrove Ave	Proposed house corner lot side/front setback variance	Approved	11/15/22

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14. Actions by Legislative Body

During this year, the Township Board adopted legislation aimed at addressing short term rentals. The resulting legislation required all short-term rentals, aside from facilities such as hotels and motels, to register and be inspected as with all other residential rental properties. As a result, twenty-five additional locations, each principally marketed as an Airbnb, were discovered, registered, and inspected.

The Township is also partnering with the Michigan Department of Transportation for a sidewalk realignment and access management plan for the West Huron Avenue corridor.

15. Trainings Attended

There were several trainings that were completed over the course of the past year. Six Planning Commissioners, four Zoning Board of Appeals members, and four staff members attended an offsite Planning and Zoning Essentials course to gain or refresh basic planning knowledge while one staff member attended several trainings regarding HUD and CDBG regulations. Two staff also attended the Michigan Association of Planning Conference.

During the November 7, 2022, Special Meeting, the Planning Commission bylaws were reviewed and updated to require mandatory training for the Planning Commission members though specific strategy was not defined.

A full training strategy is intended to be implemented in 2023 that meets all Redevelopment Ready Communities requirements. The intent is to ensure that the Township's boards, commissions, and staff are well-trained and perform their duties in the most effective way. This will include investigating additional funding sources, identifying areas of potential knowledge gaps, training goals and expectations, and methods for encouraging participant engagement.

It is anticipated that, annually, the training strategy will define training focus areas to be prepared to address Township-specific issues. These training focus areas will include topics such as missing middle housing, fighting misinformation, short-term rentals, and zoning reform among others.

Over the next year, already planned training will include Capital Improvement Plan (CIP) training for select staff and elected officials, a Zoning Administrator Certification program for the Townships new Zoning Administrator, and more in-depth HUD and CDBG training for staff responsible for oversight and administration.

16. Community Development Block Grant

The Township spent approximately \$580,000 on CDBG activities. The bulk of these funds went to Code Enforcement (\$199,666) and Housing Rehabilitation (\$258,923) while smaller amounts (\$120,742) went to support transportation needs for seniors and handicapped individuals.

The Township also expended funds that was received through the CARES Act program totaling approximately \$282,000. The monies from this were used to support the Rental Assistance program for approximately \$28,000 and Small Business Assistance grants for approximately \$232,000 which has supported a total of twenty-four businesses since 2020.

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CDBG Program Year 47 Achievement Summary Table										
CDBG FUNDS SPENT PY47					CONSOLIDATED PLAN ACHIEVEMENTS			PY 47 ACHIEVEMENTS		
Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Administration/ Planning		CDBG: \$62,206.54	Other	Other	1	1	100%	1	1	100%
Clearance and Removal of Unsafe Structures	Non-Housing Community Development	CDBG: \$0	Buildings Demolished	Buildings	1	0	0%	0	0	0%
Code Enforcement	Non-Housing Community Development	CDBG: \$199,666.31	Housing Code Enforcement/ Foreclosed Property Care	Household Housing Unit	2000	470	23.5%	400	470	100%
Fair Housing		CDBG: \$4,000	Other	Other	1	1	100%	1	1	100%
Housing Rehabilitation	Affordable Housing	CDBG: \$258,923.28	Homeowner Housing Rehabilitated	Household Housing Unit	60	14	78.33%	12	14	100%
Public facilities and infrastructure improvements	Non-Housing Community Development	CDBG: \$0	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	50	0	0%	50	0	0%
Public Services	Homeless Non-Homeless Special Needs	CDBG: \$56,310	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	50	307	614%	50	307	614%

PROGRAM YEAR 47 CDBG-CV ACHEIVEMENT SUMMARY TABLE						
Goal	Category	Source / Amount	Unit of Measure	Expected – Program Year	Actual – Program Year	Percent Complete
CDBG-CV Program Administration		CDBG-CV: \$21,697.44		N/A	1	100%
CDBG-CV Rental Subsistence Payment Program	Emergency Response	CDBG-CV: \$28,032.00	Household Housing Unit	N/A	12 (total)	100%
CDBG-CV Small Business Assistance Grant Program	Emergency Response	CDBG-CV: \$232,672.00	Persons Assisted	N/A	25 (total)	100%