

Benzie County Planning Commission

Review of City, Village, & Township Plans and Ordinances

In accordance with the Michigan Planning Enabling Act and the Michigan Zoning Enabling Act, the County Planning Commission may provide recommendations on master plans and zoning ordinances to other units of government. The County Planning Commission and staff will conduct a review prior to the recommendation. The recommendation allows the county planning commission to coordinate planning and zoning efforts by:

1. Providing constructive feedback that will be helpful to the local unit of government.
2. Establishing a dialog with local units of government on planning and zoning issues.
3. Tracking plans and ordinances that become resources for other communities.
4. Aid in coordinating proposed plans, zoning ordinances, or zoning ordinance amendments by any township within Benzie County with the plans and zoning ordinances of neighboring townships, cities, or villages, and ensuring an overall common approach to land use policy within the County.

Submittal to County Planning Commission

In accordance with the Michigan Zoning Enabling Act, PA 110 of 2006 as amended, following a public hearing, the township planning commission shall submit a proposed zoning ordinance or amendment, including any maps, to the County Planning Commission for review and recommendation.

Review Type

Each review will be addressed by *committee review*, *Planning Commission review*, or *consent calendar*, depending on the type as outlined in the table below:

Committee Review

Planning Commission Chair appoints a committee of planning commissioners to review the item with staff and, if possible, a local government representative. Committee provides comments to the Planning Commission. Planning Commission provides any comments to the local unit of government.

Planning Commission Review

Planning Commission reviews item and provides any comments to the local unit of government.

Consent Calendar

Item is placed on consent calendar on the Planning Commission agenda. Unless an item is pulled from the consent calendar for consideration, the consent calendar item is approved and transmitted to the unit of government with no comment.

Review Type	Consent Calendar Item	Planning Commission Review	Committee Review
City, Villages, Townships, and Counties			
Master Plan Amendment		X	
New Master Plan			X
Townships Only			
Zoning Ordinance – Text Amendment*	X		
Zoning Ordinance – Map Amendment (Rezoning)	X		
Zoning Ordinance – Major Map Amendment Greater than 20 acres in area Within 1 mile of township boundary More than 5 parcels under separate ownership		X	
Zoning Ordinance – new chapter		X	
New Zoning Ordinance			X
<i>*Text amendments may include definitions, clarifications, or corrections of language or numeric adjustments and addition, alteration, or deletion of language to one or more chapters, but does not affect the entire chapter.</i>			

Local Representatives

A local government representative (i.e. local planning commissioner) will be requested to attend the meeting of the Planning Commission for items under Planning Commission or Committee Review. The local representative will be heard by the Planning Commission in order to provide important background information on the item. For items on the consent calendar, a local representative is welcome to attend, but will not be requested. Staff will contact the unit of government and indicate whether an item will be reviewed by committee, planning commission or on consent calendar.

Preliminary Review (Optional)

A township, at its option, may submit a proposed zoning ordinance or amendment to the County Planning Commission prior to the formal review process. This review by the County Planning Commission is preliminary and only provides initial feedback on a proposed zoning ordinance or amendment. A preliminary report shall be submitted by the County Planning Commission to the township.

Review Considerations

Plan Review

In its review of proposed master plans and master plan amendments, the County Planning Commission shall consider the following items:

1. Consistency with applicable county and other government agency plans.
2. Compatibility with existing plans and land use policies of neighboring municipalities.
3. Comments provided by neighboring municipalities (if available).

Zoning Review

In its review of proposed zoning ordinances, zoning maps, and zoning amendments, the County Planning Commission shall consider the following items:

1. Consistency with applicable county and other government agency plans, including issues of county-wide concern.
2. Compatibility with existing plans and/or zoning ordinances of neighboring municipalities.
3. Adherence to appropriate drafting and adoption procedures.
4. While it is not required that all townships define its zoning districts the same, the intent and uses permitted in the zoning districts should be similar.

Response to Unit of Government

Proposed Plans

The County Planning Commission shall submit to the township its comments on the proposed plan. These advisory comments shall include, but need not be limited to:

1. A statement whether the County Planning Commission considers the proposed plan to be inconsistent with the plan of any neighboring city, village, township, county or region.
2. A statement whether the County Planning Commission considers the proposed plan to be inconsistent with any county plans.

Proposed Zoning Changes

The County Planning Commission shall submit to the township its comments on the proposed zoning ordinance. In accordance with the Michigan Zoning Enabling Act, PA 110 of 2006 as amended, if the County Planning Commission response has not been received by the township within 30 days after receipt of the zoning ordinance or amendment by the County, it shall be presumed the County Planning Commission has waived its right for review and recommendation.