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**AGENDA**

*The City of Buchanan Planning Commission, in compliance with Michigan’s Open Meetings Act, hereby gives notice of a Planning Commission meeting to be held in the Chamber of City Hall.*

*\* Comments may also be submitted in writing at least 4 hours in advance to the Community Development Director Richard Murphy at [rmurphy@cityofbuchanan.com](mailto:rmurphy@cityofbuchanan.com)*

*\* Buchanan City will provide necessary and reasonable auxiliary aide and services to those individuals with disabilities who wish to attend the public meeting upon receiving at least one (1) week’s prior notice. Any such individual requiring such aids or services should contact the city in writing or by telephoning: Buchanan City Clerk; 302 North Redbud Trail, Buchanan, MI 49107, 269-695-3844.*

**I. Regular Meeting - Call to Order****II. Pledge of Allegiance****III. Roll Call****IV. Approve Agenda****V. Public Comments - Agenda Items****VI. Approve Minutes**

A. *Consider the regular meeting minutes from March 11th, 2025.*

**VII. Old Business****VIII. New Business**

A. **Draft 3 Zoning Document**- *Brief update and outlining next steps and expected timeline.*

B. **Short Term Rental Discussion** - *The City Commission has requested a recommendation from the Planning Commission regarding the policy for Short-Term Rentals.*

**IX. Public Comment - Non-Agenda Items Only****X. Community Development Director Comments****XI. Commissioner Comments****XII. Adjournment**



# CITY OF BUCHANAN PLANNING COMMISSION

TUESDAY, MARCH 11, 2025 – 6:00 PM

CHAMBER OF BUCHANAN CITY HALL - 302 N REDBUD TRAIL, BUCHANAN MI

## MINUTES

### I. Regular Meeting - Call to Order

The meeting was called to order by Chairman Ralph McDonald at 6:00 PM.

### II. Pledge of Allegiance

McDonald led in the Pledge of Allegiance.

### IV. Roll Call

**PRESENT:** Chairman Ralph McDonald, Vice-Chair Tony Houser, Secretary Jen Garry, Commissioner Dan Vigansky, Jacob Brown, Peter Lysy

**CITY STAFF:** Community Development Director, Rich Murphy; Administrative Assistant, Emma Lysy; City Clerk, Kalla Langston

**ABSENT:** Matt Pleasant

### VI. Approve Agenda

Motion made by Vigansky, supported by P. Lysy to approve the agenda as presented. Voice vote carries unanimously.

### VII. Public Comments - Agenda Items

### VIII. Approve Minutes

A. *Consider approving the Regular Meeting Minutes from February 11th, 2025.*

Motion made by Houser, supported by Brown, to approve the minutes as presented. Voice vote carries unanimously.

### IX. Old Business

### X. New Business

#### A. Zoning Project

*1) Review the administrative process for Neighborhood Plans and how they compare with the PUD process.*

Murphy and E. Lysy reviewed the questions raised by the Plan Commission at their previous meeting the Placemakers, who confirmed that while neighborhood plans would be available by right in parcels over 3 acres, they would still be subject to review.

A difference between neighborhood plans and PUDs is that neighborhood plans can be done through administrative approval, where the zoning administrator is able to determine if the plan is in compliance with the zoning ordinance and approve or deny it. They would still be able to consult the Plan Commission, though compliance would be determined by the zoning administrator to avoid discretionary decisions. Neighborhood plans are designed to allow for variation while still adhering to the larger master plan.

McDonald prefers the PUD system, where plans must go before the Plan Commission for approval. There are more eyes on the project this way and encourages innovation. Placemakers prefers the

neighborhood plan because it avoids the process becoming discretionary and the new zoning ordinance will already allow for developmental features that would have been innovative under our current ordinance.

*2) Review the latest draft of the proposed new zoning map.*

Houser finds the colors hard to differentiate. P. Lysy had a list of small edits, including moving the creek to be accurate. McDonald asked about municipal districts. This was a district that was recommended in the future land use map, but Placemakers thinks it is unnecessary to enshrine municipal properties as they may not always be so, such as Stark School. The cemetery and E. B. Clark & Spafford Woods should be Natural (N) instead of residential as they will never be developed. There was discussion of particular lots and their zoning designations.

The next update will come with the final draft of the zoning ordinance from Placemakers.

**XI. Public Comment - Non-Agenda Items Only**

Kim Moyer – would like his parcel to not change its zoning.

**XII. Community Development Director Comments**

Murphy and E. Lysy will now focus on assembling their notes and Plan Commission feedback and sending it to Placemakers so they can complete the final draft.

The Trail extension groundbreaking was Monday, and it was a well-attended event that went very well. The project will open further opportunities for continued expansion of the trail, including connections to nearby trail systems. A large coalition of people, groups, and organizations contributed to the project.

**XIII. Commissioner Comments**

Garry – Appreciated the marked up zoning ordinance and working on the zoning map.

P. Lysy – Enjoys working with maps.

Houser – Wondered what the next steps are. E. Lysy said that if there was anything else the Plan Commission would like to discuss, they could hold another meeting, otherwise they were ready to send their notes to Placemakers to begin the final draft.

Brown – Thanked staff and the Plan Commission for the work they do.

Vigansky – Echoed Brown’s comments.

McDonald – Also appreciates the effort and discussion brought forward.

**XIV. Adjournment**

Motion made by Houser, supported by Brown, to adjourn at 7:08 pm. Voice vote carries unanimously.



**CITY OF BUCHANAN**  
**RESOLUTION 2025.03/12**

A RESOLUTION TO IMPOSE A MORATORIUM ON THE REGISTRATION OF SHORT-TERM RENTAL UNITS IN THE CITY OF BUCHANAN

The following preamble and resolution were offered by Commissioner \*\*\*\*\*and supported by Commissioner \*\*\*\*\*.

**WHEREAS**, in March of 2025, the City Commission adopted an ordinance requiring the registration of rental dwellings; and

**WHEREAS**, the City Commission desires to take a proactive stance on the establishment of short-term rentals in the community to balance commerce with the character and stability of neighborhoods in certain districts by, ensuring the interests of long-term residents are protected, preservation of enrollment in local schools, and encouraging the availability of long-term housing stock, and avoiding significant increases in the cost of housing in the community for year-round residents and avoiding the creation of a significant number of vacant homes in the winter months and increasing level of noise, traffic and on-street parking in the community's traditional neighborhoods; and

WHEREAS, where the City Commission is not against the presence of short-term rentals in the community but does want to work to develop a healthy balance between short-term rentals and traditional year-round residences; and

**WHEREAS**, the City Commission is interested in considering appropriate ordinance to address this concern relating to short-term rentals and;

**WHEREAS**, Established short-term rentals will continue to operate as long as they abide by the rental dwelling registration ordinance during the moratorium period and can demonstrate that the property was an existing short-term rental in existence as of the date of adoption of this resolution by means of either demonstrated listing on an established short-term rental site such as Airbnb or VRBO; and

**WHEREAS**, the City Commission is directing the City's Planning Commission to develop a policy regarding the number of short-term rentals the City shall permit and in what areas of town they should be allowed for the Commission's consideration; and

**WHEREAS**, the city intends to draft and adopt new ordinances and/or regulations governing short-term rental within 8 months of the date of this resolution.

**NOW THEREFORE BE IT RESOLVED**, that the Buchanan City Commission resolves the as follows:

Beginning as of the date of adoption of this resolution and continuing for 8 months thereafter, the City shall not accept any new applications to register short-term rental units, pursuant to City ordinances. Any short-term rental can not be lawfully established or operated unless registered with the City. This resolution has no effect on proven established short-term rentals in existence as of the date of this resolution. All prior City Commission resolutions and parts of resolutions, to the extent of any conflict with this resolution, are hereby rescinded.

AYES:  
NAYS:  
ABSTAIN:  
ABSENT:

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Kalla Langston, City Clerk

**RESOLUTION DECLARED ADOPTED.**

CERTIFICATE

I, Kalla Langston, Clerk of the City of Buchanan, Michigan, do hereby certify that the above is a true and correct copy of the Resolution which was adopted by the City Commission at a meeting held on Monday, March 24<sup>th</sup> at 7:00 p.m. at the Buchanan City Hall located at 302 N. Redbud Trail Buchanan, Michigan, with a quorum present.

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Kalla Langston, City Clerk