

**CITY OF BUCHANAN
COUNTY OF BERRIEN, STATE OF MICHIGAN
RESOLUTION NO. 2021.09/237**

A RESOLUTION AUTHORIZING THE IMPLEMENTATION OF RECOMMENDATIONS NECESSARY TO RECEIVE REDEVELOPMENT READY COMMUNITIES CERTIFICATION FROM THE MICHIGAN ECONOMIC DEVELOPMENT CORPORATION (MEDC)

Minutes of a special meeting of the City Commission of the City of Buchanan, Berrien County, Michigan held in Buchanan City Hall, 302 N. Redbud Trail, in said City, on Monday, September 27, 2021, at 7:00 p.m.

PRESENT: Commissioners [REDACTED]
ABSENT: Commissioners [REDACTED]

The following preamble and resolution were offered by Commissioner [REDACTED] and supported by Commissioner [REDACTED].

WHEREAS, the City of Buchanan has participated in the MEDC Redevelopment Ready Communities Program, including entering into a Memorandum of Understanding with the MEDC and undergoing evaluation of the City's redevelopment practices as reported in the Redevelopment Ready Communities Assessment Report and Evaluation of Findings dated September 22, 2021; and

WHEREAS, the MEDC has developed a program for certifying Redevelopment Ready Communities, and the City of Buchanan desires to achieve that certification by implementing best practices and recommended strategies for redevelopment; and

WHEREAS, the program includes evaluating the partnership with City boards and commissions related to development, including the City Council, Planning Commission, Design Review Committee, and Zoning Board of Appeals.

WHEREAS, after review of the Redevelopment Ready Communities Assessment Report, the City of Buchanan is willing to complete the tasks as outlined; and

WHEREAS, the Assessment Report requires certain recommendations to be completed in order for the City to attain Redevelopment Ready Communities Certification:

1. Begin annually adopting a CIP covering at least six years (current + five)
2. Develop a comprehensive public participation plan
3. Annually provide an update on engagement activity to the city's governing body
4. Adopt new master plan with a detailed zoning plan
5. Make updates to the zoning ordinance to align with the goals and zoning recommendations from the master plan
6. Incorporate two (2) or more placemaking provisions into the zoning ordinance
7. Clearly allow at least two (2) additional "missing middle" housing type as a permitted use
8. Incorporate at least two (2) additional flexible parking options
9. Incorporate at least two (2) additional green infrastructure options
10. Advertise online that conceptual site plan review meetings are available
11. Document clearly defined expectations for the meetings and post online
12. Create a checklist to be reviewed at conceptual meetings
13. Clearly document internal staff review policy
14. Within the internal review policy, clearly identify a core joint review team
15. Compile a fee schedule and make the document available online
16. Annually review the fee schedule and update as needed
17. Clearly indicate on the website accepted method(s) of payment for development fees
18. Accept credit card payment for development fees
19. Ensure key development information is available on the website (see handbook for details)
20. Compile a comprehensive "Guide to Development"
21. Develop a tracking mechanism for projects during the development process

22. Create a feedback mechanism to gather input from applicants after they go through the development review process
23. Develop a process to review feedback about the process annually
24. Identify associated interests and background for board and commission positions
25. Provide orientation packets to all development-related boards and commissions
26. Have adopted bylaws for all development-related boards and commissions
27. Make the bylaws available online
28. Publish a planning commission annual report
29. Create a comprehensive training strategy covering all development-related boards which addresses all the expectations within this best practice criterion
30. Annually update the training strategy
31. Develop an overarching economic development strategy
32. Once adopted, annually report on implementation progress of the strategy
33. Document the city's incentive policies and add the information to the city's website
34. Develop a cohesive marketing strategy for the city

NOW, THEREFORE, BE IT RESOLVED THAT, the City of Buchanan, Michigan, through its City Commission, authorizes the implementation of the MEDC recommendations necessary to receive Redevelopment Ready Certification.

BE IT FURTHER RESOLVED THAT, the City [REDACTED].

AYES:	Commissioners	[REDACTED]
NAYS:	Commissioners	[REDACTED]
ABSENT	Commissioners	[REDACTED]

RESOLUTION DECLARED ADOPTED.

Sean Denison, Mayor

Barbara A Pitcher, City Clerk

CERTIFICATION

The foregoing resolution was certified at a regular meeting of the City Commission of the City of Buchanan, Michigan, held on Monday, September 27, 2021, at 7:00 p.m.

Barbara A Pitcher, City Clerk