



CITY OF LUDINGTON 2022 YEAR END REPORT

Assessing Building Code Enforcement Rental Planning & Zoning

Department Staff:

Heather Tykoski
Shaun Reed
Virginia Ruiz
Karen Haldeman
Dan Kirwin

Community Development Director
Building Inspector & Zoning Administrator
Building / Rental / Code Enforcement Clerk
Planning & Assessing Clerk
City Assessor

Submitted by:
Heather Tykoski

BUILDING DEPARTMENT

The building department had a 36.5% decrease in construction value in 2022. There were 232 permits issued with a total of over 12 million dollars in construction cost. Fees in the amount of \$46,213 were collected.

2022 Construction Project Highlights:

• 801 N Rowe	Lofts on Rowe - Completed	\$8,351,050
• 809 W Ludington	Water's Edge Suites	\$3,000,000
• 902 N Rowe	FloraCraft	\$2,000,000
• 104 Water Street	Sunset Hills Condos	\$1,000,000
• 411 S Rath	Schrader Trust	\$700,000
• 119 W Ludington	Riemer Investments	\$600,000
• 1 Atkinson	Spectrum Hospital	\$508,000
• 1001 N Rowe	Schoenherr Real Estate	\$310,000
• 802 W Loomis	Baker/Foster Trust	\$309,000
• 201 W Loomis	West Shore Bank	\$260,000

The following is a breakdown of the permits issued:

	COST	FEES
Commercial Add/Alter/Repair	\$2,033,114	\$11,781
Commercial/ New Building	\$5,020,000	\$11,889
Commercial/Utility	\$0	\$0
Demolition/Moving	\$411,861	\$1,905
Garages/ Attached/Detached	\$345,000	\$1,218
Industrial/Add/Alter/Repair	\$0	\$0
Industrial New Building	\$0	\$0
Residential foundation	\$0	\$0
Residential/Add/Alter/Repair	\$2,367,904	\$12,475
Residential/Modular foundation	\$0	\$0
Residential/Multi-family	\$0	\$0
Residential/Two-family	\$0	\$0
Residential/Single-family	\$2,001,900	\$4,569
Signs/ New/Replace/Repair	\$49,037	\$1,000
Zoning Permits	<u>\$171,775</u>	<u>\$1,377</u>
TOTALS	\$12,400,591	\$46,214

CONSTRUCTION COST COMPARISON

CATEGORY	2020	2021	2022	% CHANGE 2021 - 2022
COMMERCIAL	1,218,450	7,404,064	7,053,114	-4.74%
INDUSTRIAL	30,000	330,000	0	-100.00%
RESIDENTIAL	3,690,412	10,334,519	4,714,804	-54.38%
MISC	66,941	638,070	460,898	-27.77%
ZONING	112,714	233,044	171,775	-26.29%
TOTALS	\$5,118,517	\$18,939,697	\$11,819,509	-37.59%

BUILDING PERMITS AND FEES COMPARISON

FEES

CATEGORY	2020	2021	2022
COMMERCIAL	6,328	24,575	23,670
INDUSTRIAL	292	828	0
RESIDENTIAL	18,972	50,220	18,262
MISC	990	2,309	2,905
ZONING PERMIT	605	810	1,377
TOTALS	\$27,187	\$78,742	\$46,214

NUMBER OF PERMITS

CATEGORY	2020	2021	2022
COMMERCIAL	13	36	23
INDUSTRIAL	1	1	0
RESIDENTIAL	80	94	83
MISC	13	20	30
ZONING PERMIT	65	75	96
TOTALS	172	226	232

*Note: Miscellaneous Permits = Demolition, Moving and Signs

CODE ENFORCEMENT

2022 VIOLATIONS

LUDINGTON CITY CODE (GRASS)	132
JUNK	23
LUDINGTON ZONING ORDINANCE #23-00	28
BUILDING CODE	5
PROPERTY MAINTENANCE (STRUCTURE)	16
IN-OPERABLE VEHICLES	14
CITY CODE	38
FIRE CODE	1
TOTAL	257

CITY CODE = Resident Complaints – Noise, Alley/Sidewalk Overgrowth, Cars/Trailers in yard, Garbage cans at curb, animal feces, etc.

In 2022, the department processed 257 code enforcement issues. The City does not have a dedicated Code Enforcement officer. Code enforcements are handled by City staff and resident complaints and inquiries.

RENTAL INSPECTION PROGRAM

RENTAL UNIT SUMMARY

UNITS REGISTERED AS OF 12/31/2022	1616
RENTAL UNITS – INITIAL INSPECTION	175
RENTAL UNITS – RE-INSPECTION	101

SHORT TERM RENTAL PROGRAM

There are 50 registered and licensed Short-Term Rentals. The limit of 50 was reached in June. The Short-Term Rental program only allows two short term rentals per block and only one short term rental per property owner. This does not include condominium units that were granted with Special Land Use approval according to their Master Deeds. There are six Short Term Rentals that were grandfathered in to the program. There is a \$500.00 application renewal fee, \$1,500.00 license renewal fee and \$100.00 per inspection with the minimum of one inspection. These fees are on a fixed three-year schedule. There are currently three on the waiting list. The waiting list was enacted due to the fact that a STR license does not go with the sale of a property. When a STR is sold the next person on the waiting list is offered the position for their property. To be added to the waiting list there is a non-refundable \$500.00 application fee.

SHORT TERM RENTAL – INITIAL INSPECTION	35
SHORT TERM RENTAL – RE-INSPECTION	25
TOTAL SHORT TERM RENTAL INSPECTIONS	60

PLANNING AND ZONING

2022 Planning Commission Members & Term Expirations:

Patrick O'Hare, Chairperson - 2023

Cory Rickett, Vice-Chair - 2024

Jeff White, Secretary – 2024

John Terzano, City Council Liaison – 2023

John Kreinbrink - 2022

Melissa Reed - 2023

Adam Johnson - 2022

Melissa Boggs - 2024

Jeff Beilfuss - 2024

According to the Michigan Enabling Act: “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.”

The Ludington Planning Commission met nine times in 2022. This meets the requirements of the MPEA. The sub-committees met as follows: Text Committee met 10 times, the Zoning Committee met 11 times, the Special Land Use Committee met seven times and the Site Plan Review met seven times in 2022.

Site Plan Reviews Approvals:

- 1000 S Washington – Expansion of Yacht Club – 3/15/2022
- 301 W Ludington – Expansion of Wesco – 4/28/2022
- 1228 S Madison – Food Truck Service – 5/16/2022
- 809 W Ludington – Three Unit Vacation Rental – 6/23/2022
- 902 N Rowe – Expansion of FloraCraft – 6/30/2022
- 129 W Ludington – Rebuilding at the former Michael's Bar – 8/4/2022
- 302 N Rowe – Three Unit Townhome – 8/4/2022
- 507 E Foster – Apartment Complex – 11/14/2022

Special Land Use Approvals:

- 702 W Court – Home Expansion – 12/14/2021
- 105 E Filer – Construction of Garage – 12/17/2021
- 302 N Rowe – Three Unit Townhome – 2/9/2022
- 706 N Rowe – Addition of Attached Garage – 2/9/2022
- 301 W Ludington – Expansion of Wesco – 3/16/2022
- 507 E Foster – Adaptive Reuse of former Foster Elementary – 4/13/22 & 8/17/2022
- 207 N Emily – Home Occupation – Bakery – 4/13/2022
- 1107 S Madison – Adaptive Reuse of former Pere Marquette School Building – 5/11/2022
- 610 W Ludington – Bed and Breakfast – 5/11/2022
- 410 Sixth – Home Occupation – Salon – 6/15/2022
- 911 N Lavinia – Construction of Attached Garage – 8/17/2022
- 316 N Robert – Convert Church to Two-Family Dwelling & from Two to Three-Family Dwelling – 10/13/2022

Approvals to changes to the Ludington Zoning Ordinance #23-00:

- Allow Accessory Dwelling Units (ADU) – Ord. No. 460-21
- Allow Accessory Commercial Units (ACU) / Home Based Businesses – Ord. No. 469-22
- Rezone 1228 S Madison from Residential to Commercial – Ord. No. 470-22
- Removed “Story Height” from Zoning – To be measured in feet – Ord. No. 471-22
- Professional Service Agreement with McKenna for UDO – Ord. No. 484-22
- Mobile Food Vendor Ordinance Text Changes – Ord. No. 489-22
- Fences on Corner Lot Text Changes – Ord. No. 491-22
- Rezone 504 & 507 E Foster from R2A to R3A – Ord. No. 492-22

Master Plan Review:

The Master Plan was reviewed for the November 8, 2022 Planning Commission meeting. With the Unified Development Ordinance underway, this will mesh greatly with keeping with the Master Plan. Signage for the Downtown Ludington area is underway and the current sign ordinance is being rewritten with the help of McKenna. The improvement of a community feel is evident at the newly renovated Legacy Plaza. This allowed for expansion of the local Farmer’s Market and added an Artisan Market as well. The former elementary schools are being repurposed for commercial buildings and converted into townhome complex. Code enforcement is ongoing in the entire community. The consolidation of zoning districts is a high priority. The Accessory Dwelling Unit ordinance passed along with home-based businesses. This has allowed for a home bakery and home salon.

Trainings:

- Building Inspector and Zoning Administrator, Shaun Reed, attended monthly continuing education through Northern Michigan Code Officials, was certified in CPR and First Aid and completed an Emergency Management Institute FEMA training course. He also earned his Citizen’s Planner Certification. He received BS&A training on the surface pro Field Inspection software.
- Planning & Assessing Clerk, Karen Haldeman, Completed Board of Review Training, IAAO Healthy Workplace Culture & Standards of Professional Practice Ethics, attended the Michigan Assessor’s Association Summer Conference and Fall Education Session. Completed the Principal Residence Exemption, Assessment Administration and Property Tax Exemption courses. Earned 30 hours of continuing education credits in Assessing.
- Community Development Director, Heather Tykoski was certified in First Aid and CPR
- Rental, Building & Code Enforcement Clerk, Virginia Ruiz received BS&A training on the surface pro Field Inspection software.
- City Assessor, Dan Kirwin attended the Michigan Assessor’s Association Summer Conference Fall Education Session and received 16 hours of continuing education credits.
- Planning Commissioner, Melissa Boggs earned her Citizen’s Planner Certification.

Other Items:

- The Unified Defined Ordinance (UDO) process has been started to redraft the Zoning Ordinance. The City has contracted McKenna to assist. This is an ongoing project over the next two years.
- The Marijuana Ordinance went to the November 2, 2022 Planning Commission Meeting.

2021 Zoning Board of Appeals Members & Term Expirations:

Mike Nekola, Chairperson - 2024
Sonja Siewert, Vice-Chair - 2025
Adam Johnson, PC Liaison - 2022

Linda Miller - 2024
Margaret Ashton - 2023
Nanette Kibbey-Scribner - 2023
Julie Giles Sherlock - 2025

Zoning Board of Appeals Hearings:

- 819 Dexter – Greg and Jennifer Segraves – Home Expansion – Not Approved
- 403 N Ferry – Doug and Patty Keller – Home Expansion – Approved

Trainings:

- Linda Miller completed the Planning & Zoning Essentials Training

CONCLUSION

The Assessing, Planning & Zoning, Building, Code Enforcement and Rental departments were consolidated in June of 2021 under the supervision of the Community Development Director. This brought on new challenges, but the team that was assembled has proven to be effective at their positions and it was a great way to review and update their job descriptions.

Thank you to the Planning Commissioners and the Zoning Board of Appeals members. These volunteer positions often have more than one meeting per month and meet after hours many times. Their hard work and dedication are appreciated. The City Staff puts in countless hours throughout the year planning for these meetings, writing ordinances, creating maps and supporting each other as they settle into their new roles. A huge thank you to them as well.