



Village of Britton Master Plan

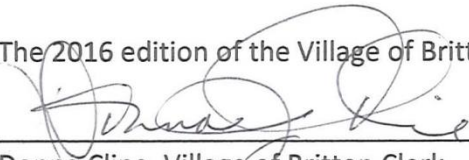
2016 Edition

The 2016 edition of the Village of Britton Master Plan was adopted by the Village of Britton Planning Commission on September 26, 2016



Richard Harris, Village of Britton Planning Commission Chair

The 2016 edition of the Village of Britton Master Plan was approved by the Village of Britton Council on October 1, 2016



Donna Cline, Village of Britton Clerk

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CHAPTER 1
INTRODUCTION



Why Plan?

Municipalities have a vested interest in developing master plans. The master planning process provides an opportunity for municipalities to develop an overall vision for the next 20+ years and to conduct a comprehensive review of their facilities and services. A successful Plan also contributes to the public understanding of the planning process and describes how its goals are to be achieved.

Section 31 of the Michigan Planning Enabling Act (PA 33 of 2008, MCL 125.3831) requires each Planning Commission to prepare and adopt a “master plan as a guide for development within the planning jurisdiction.” The MPEA authorizes a Planning Commission to: *do all of the following, as applicable:*

- *Make careful and comprehensive surveys and studies of present conditions and future growth within the planning jurisdiction with due regard to its relation to neighboring jurisdictions;*
- *Consult with representatives of adjacent local governments in respect to their planning so that conflicts in master plans and zoning may be avoided;*
- *Cooperate with all departments of the state and federal governments and other public agencies concerned with programs for economic, social, and physical development within the planning jurisdiction and seek maximum coordination of the local unit of government’s programs within these agencies.*

What is a Master Plan?

A master plan provides a framework within which the Village of Britton can evaluate its present condition and develop a vision for the future. The master plan also serves as the guiding document for land use, development, and zoning decisions. A well-designed and implemented plan which is kept up-to-date will help the Village of Britton to continue to be a highly desirable community in which to live, work, and visit.

Master Plan Principles

Before using the master plan to guide future development, it is important to understand some of the basic principles upon which it is based:

- **The Plan is flexible** — The document is not meant to be a monument cast in stone, never to be adjusted or changed given that it plans for the next 20+ years. The plan is a general guide to be used by the government to give direction for the future of the Village of Britton. It should be reviewed periodically and altered as general conditions in the community change.

- **The Plan allows for orderly development** — The land use allocations reflected in the plan are based upon the best available projections of future population levels for the Village of Britton. The plan must realistically provide sufficient land area to meet the anticipated needs and demands of residents and businesses, while at the same time protecting the overall quality of life and the physical environment. While the document does not require a use which might provide the greatest amount of return on investment in land, it does require that property owners receive a reasonable return on their investments.
- **The Plan must encourage public understanding and participation** — The plan should be written in a way that aids public understanding of the planning process and describes how goals for the Village of Britton are to be achieved.
- **The Plan must be the result of a general consensus of the community** — Plan elements must be clearly understood by all and followed consistently to minimize the possibility of arbitrary decision making. A clear consensus is needed during the planning process to ensure that the Plan will be followed.
- **The Plan must balance property rights** — The law requires that all property owners be granted a reasonable use of their property. This includes the rights of adjoining property owners to enjoy their property.
- **The Plan is not a zoning map** — The document reflects the planned use of land, taking into consideration existing development, but does not depict a "new" zoning district map. Since the plan and zoning map are intended to be in reasonable harmony, it is likely that zoning districts will take the shape of the Plan as rezoning requests are received and reviewed by the community.
- **Zoning is not a substitute for a Master Plan** — The plan is a long range guide for community development. Zoning approvals are specific to a piece of property and are always attached to the land. They may not be restricted to an individual. Zoning approvals are always permanent, unless the use itself is temporary in nature.
- **Deviation from the Plan puts zoning decisions at risk of invalidation** — Zoning decisions that are not based upon the Plan risk invalidation if faced with a legal challenge. Decisions made on the basis of the document may be afforded additional validity, since the decision was not made in an arbitrary fashion, but follows a rational plan for the Village of Britton.

Future Land Use and Zoning

The heart of the Master Plan is its depiction and descriptions for future land use. Determining the future use of land should be based on several factors, including:

- | | | |
|------------------------|----------------------|------------------------|
| • Community character | • Community needs | • Existing development |
| • Adaptability of land | • Available services | • Existing zoning |

The connection between the Master Plan and the Zoning Ordinance of the Village of Britton (i.e., Chapter 30, Zoning, of the Code of Ordinances) is often misunderstood. Accordingly, the relationship between the Plan's Future Land Use map and the Zoning map is critical. That link is established through the Zoning Plan element of the Master Plan (see Appendix C).

Use of the Master Plan

Completion of the Master Plan is not the end of the process. Continuous and effective use of the Plan is necessary to ensure its validity. Failure to follow the Plan may discredit any attempt to use it as a defense for actions which may be challenged by property owners or developers.

Likewise, consistent and vigorous use of the Plan will lend credibility to the community's implementation of controversial decisions on zoning actions. While state courts do not normally recognize the absolute authority of a master plan, they do lend more credibility to actions supported by careful planning than those which appear to be made arbitrarily. The more common uses of the Master Plan include:

- **Zoning Decisions** — Since the Master Plan determines the future use of land, rezoning decisions should be consistent with its provisions. This is not to say that all rezonings that are consistent with the Future Land Use map should automatically be approved. However, if all of the preconditions of the Master Plan are met, approval of the request may logically be forthcoming.

On the other hand, a rezoning request different from that shown in the Plan should not automatically be rejected, particularly if the Plan has not been reviewed in some time. Instead, each request should be evaluated to see if the conditions originally considered when the Plan was adopted have changed. If so, the Plan may deserve reconsideration (but need not necessarily be changed).

- **Utility Extensions/Capital Improvements** — A useful function of the Master Plan is its designation of land use intensity when evaluating the need for improved utilities, new roadways, new public buildings, and other public improvements. This information may be included in a Capital Improvement Plan (CIP). The CIP is a six-year plan, updated annually, of proposed capital expenditures in a municipality.

Development of the CIP is the responsibility of the Planning Commission, with considerable input from municipal staff (e.g., engineers, planners, administrators, etc.), or the Village Council, with considerable input from the municipal staff and the Planning Commission. Its principal elements include project names, descriptions, costs, priorities, years to be completed or begun, and potential or planned funding sources. This information provides property owners with some assurance that improvements necessary to implement the Plan are forthcoming, and shows a general schedule of those improvements.

- **Environmental Impact** — The Master Plan (as a reflection of the intensity of land use) should reflect the degree to which the Village of Britton desires to protect its environment and natural features. The Plan should establish that value to the community and propose steps to implement the appropriate regulations.
- **Recreation Planning** — The Master Plan—through the provision of future residential lands—will create a need for recreation/open space land. The Master Plan can assist in the setting of priorities for park development. For example, parks and recreation plans pay special attention to the goals and objectives of the Master Plan. If additional recreation services are called for in the Plan, these services may be noted in the parks and recreation plan.

A review of Future Land Use is also important. If the Master Plan indicates that substantial new residential development will be forthcoming in a particular area, some indication should be made for the need to acquire and develop additional park land. However, the Future Land Use map cannot indicate specific properties as park land, unless the land is in public ownership, or steps are already well underway to acquire that property.

In order to qualify for grant programs at the state level, or federal grants administered at the state level, the Michigan Department of Natural Resources (DNR) requires that the Village of Britton have a current (i.e., no more than 5 years old) parks and recreation plan.

- **Approval of a public way, space, building or structure** — An often overlooked provision in state law is a requirement that the Village Planning Commission review any new street, park acquisition, public building, or other similar easement, street, or use, shown in the Master Plan, prior to any action taken to implement such improvement. This ensures that the proposed improvement is in compliance with the provisions of the Master Plan. Although a denial may be overruled by the controlling authority, the review is still required.
- **Transportation Improvements** — There is a clear relationship between transportation improvements and land use. As development proceeds, the need for new or improved roadways becomes obvious. By measuring the intensity of future development shown in the Master Plan, transportation engineers and planners can estimate needed rights-of-way widths, number of lanes, and the level of necessary access management.

Keeping the Plan Current

An outdated Master Plan that is not frequently reviewed can weaken decisions based upon the document. The Planning Commission should conduct an annual review of the Plan to ensure that it is kept current. Village officials and employees can assist by bringing issues not addressed in the document to the attention of the Planning Commission. Any amendments to the Plan can be done at that time to keep it up-to-date and consistent with community philosophies. For example, some goals may have been achieved and new ones need to be established. Where uses

have been approved contrary to the Plan, the document should be amended to reflect these changes. By routinely following this procedure, the Master Plan will continue to be an up-to-date and reliable planning tool. Even though the plan has a 20+ year horizon, a comprehensive update should occur at least every 5 years according to the Michigan Planning Enabling Act (MPEA).

How Did the Plan Develop?

This document is a new edition of the *Village of Britton Master Plan*. The Village adopted its first master plan in 1995.

Citizen participation is extremely important to the success of many planning efforts. Citizen participation helps guarantee that the vision outlined for the Village of Britton's future accurately reflects the true goals of its residents. Direct and indirect public input opportunities included:

- Meetings of the Planning Commission where the Plan was included on the agenda (open to the public) and
- A public hearing on the Master Plan.

Who Will Implement the Plan?

Three distinct bodies in the Village are charged with planning and zoning: the Planning Commission, the Zoning Board of Appeals, and the Village Council. All of their decisions and recommendations should be based upon the Master Plan. Decisions not based upon the Plan should trigger the review and possible amendment of the document.

Planning Commission

Development and approval of the Master Plan is an important responsibility of the Planning Commission. The Commission is charged with the development of zoning and other ordinances (over which the Village Council has final authority). The Planning Commission also recommends approval or rejection of requests to the Village Council for rezonings and various other zoning proposals.

Zoning Board of Appeals

The Zoning Boards of Appeals (ZBA) decides dimensional variance requests (e.g., setback requirements). The ZBA also makes official interpretations of the Zoning Ordinance when its meaning or intent is not clear. ZBA decisions are final. Appeals are made to the circuit court.

Village Council

As the legislative body for Britton, the Village Council is responsible for the passage of all ordinances, including the Zoning Ordinance and other planning-related legislation. The Council may also adopt the Master Plan. It also appoints members to the Planning Commission and the ZBA.

Other Planning Efforts

Village staff and other Village committees may also undertake planning efforts on their own or in conjunction with the Planning Commission. These planning efforts may include housing, key transportation corridors, historical districts, and the other plans. Future updates to those plans should complement the goals of the Master Plan. In turn, those documents should be consulted whenever the Plan is amended or a new plan is adopted. This consultation should also extend to regional planning efforts.

CHAPTER 2
COMMUNITY DESCRIPTION
AND ISSUE IDENTIFICATION



Location

The Village of Britton is located along Michigan Highway 50 (M-50) in northeastern Lenawee County. Villagers are also residents of Ridgeway Township and Britton is located in Section 3 and 4 (T6S,R5E) of that municipality. The unincorporated settlement of Ridgeway is located close-by, to the northwest along M-50. Ridgeway Township is located on the east side of the Clinton-Tecumseh-Adrian (C-T-A) Urbanizing Area, which is the main population center of the County.

Lenawee County is located in Southeastern Lower Michigan, bordering the State of Ohio to the south. Ann Arbor and Metro Detroit are located to the northeast, Toledo is located to the southeast, and Jackson is located to the northwest. United States Highways 12 (US-12), 223 (US-223), and 127 (US-127) —which traverse Lenawee County— as well as Interstate Highway 94 (I-94) to the north, and US-23 to the east, combine with M-50 to bring all those major destinations within an hour's drive of the Village of Britton.

Population/Demographics

See Appendix A for detailed population trend information. However, the data contained in that appendix is summarized below:

- **General Population** — The population of the Village of Britton grew 0.3% to 699 residents between 1970 and 2000, according to the U.S. Census. However, the population decreased by 16.2% to 586 residents between 2000 and 2010. Britton accounted for 44.2% of Ridgeway Township's population in 2000 and 38.0% in 2010. Villagers are estimated to decrease another 6.4% —along with the rest of Rural Lenawee County—to 548 people by 2040.
- **Age** — The median age of Villagers was estimated to be 33.1 years during the 2009-2013 time period, according to the American Community Survey. "Generation X" — residents between 25 and 44 years of age in 2010— were the largest age group in Britton with 34.2% of the population. People between 5 and 24 years of age in 2010 —"Millennials"— were the second largest age group with 27.0% of the population. "Baby Boomers" — people between 45 and 64 years of age in 2010— were the third largest age group and comprised 24.8% of Villagers. People less than 5 years of age in 2010 —"Very Young Children"— accounted for 7.8% of the population. "Older Generations" — people 65 years of age or older in 2010— only accounted for 6.2% of Villagers.
- **Race and Ethnicity** — The racial and ethnic makeup of the Village of Britton is very homogeneous. The majority of the population of the Village (94.8%) was estimated to be white (Caucasian) during the 2009-2013 time period. In contrast, it is estimated that only a small minority of the population of Britton (2.5%) considered themselves to be Hispanic (Latino/Latina).
- **Households** — It is estimated that Britton was comprised of 276 households during the 2009-2013 time period. The average household size was estimated to be 2.51 people. Families were estimated to comprise 62.7% of all households and 72.3% of family households were estimated to be comprised of married couples. The average family size was estimated to be 3.02 people.

- **Household Income** — The median income of Village households was estimated to be \$51,944 during the 2009-2013 time period. An estimated 22.5% of Britton households had an income of less than \$25,000 and an estimated 19.9% of households had an income between \$25,000 and \$49,999. An estimated 47.1% of households had an income between \$50,000 and \$99,999 and an estimated 10.5% of Village households had an income of at least \$100,000.
- **Housing** — The Village of Britton had an estimated 294 housing units during the 2009-2013 time period. Only an estimated 6.9% of those units were vacant. Detached single-family homes comprised an estimated 88.4% of the Village's housing stock. Multiple-family buildings were estimated to comprise 10.9% of Britton's housing units. Duplexes only comprised 0.7% of housing units.
- **Commuting to Work** — It is estimated that 83.1% of workers living in Britton drove alone to their job and another 11.6% carpooled during the 2009-2013 time period. Only an estimated 3.6% of workers walked or used some other means of transport. The mean travel time to work (i.e., one-way) was estimated to be 30 minutes and only 4.2% commuted an hour or more.

Natural Resources

The Village of Britton has a wealth of natural resources, one of the reasons it is a pleasant place to live, work, and play. Not only do significant natural features in a community shape the type and manner of development which may occur there, they can also shape the overall identity of a community. At the same time, natural features can be dramatically affected by the land development. Because of this, the natural assets that a community contains should be considered in long-range planning and when reviewing specific site plans.

The purpose of this chapter is to identify important natural features in the Village of Britton, so that adverse impacts on their ecosystems can be minimized and so that development can be channeled to the most appropriate locations.

Physical Features

- **Geology** — The underlying landform which shapes the geology of the Village of Britton is the Lake Bed Plain left over from when the area was covered by glacial ice sheets and the receding lakes thereafter. The Britton area was once part of prehistoric Lakes Whittlesay, Warren, and Arcona, all of which are predecessors to Lake Erie. Ridge Road, just to the north and west of the Village, depicts the original shoreline of these previous water bodies.
- **Topography** — The topography of the Village of Britton, as well as the nearby surrounding area is generally flat, with some undulation (see the Topography and Hydrology map). The land slopes downward generally from west to east within the Village. A contour line 705 above sea level runs through north/northwestern Britton in the vicinity of the Springbrook Drain as well as along the southwestern village limits. A contour line 688 feet above sea level is located to the east of Britton.

- **Soils** — Soils can represent significant limitations to development within any community including the Village of Britton. Just as there are observable differences in the slope, size, and location of streams, native plant cover and other natural features as one travels from place to place, there are less easily noticed differences in the patterns of soils. Evaluating, identifying, and mapping different patterns and types of soils can assist planners in identifying key areas for the development of different land uses.

Patterns of general soils called soil associations, which can be further classified into soil types. The U.S. Department of Agriculture identifies 8 soil associations in the *Soil Survey of Lenawee County* (Series 1947, No.10; Issued August 1961; Reissued December 1995), of which 2 are found in the Village of Britton. The 'Nappanee, Hoytville, Pewamo Association', located on the east side of Britton, "contains level, poorly drained soils developed from clay loams, silty clays, and clays". The 'Macomb, Berville, Rimer, Wauseon, Colwood Association', located on the west side of the Village, contains "level and undulating, imperfectly and poorly drained soils developed in deltaic and lacustrine deposits". Further analysis reveals that there are eight (8) different soil types within the Village, three (3) of which can be classified as sensitive soils.

Soil Type Code	Soil Type	Drainage	Depth to Seasonal High Water Table	Surface Runoff	Permeability (Internal Drainage)
CbA	Cadmus sandy loam, 0 to 3 percent slopes	moderately well	not provided	slow	medium
CeA*	Colwood very fine sandy loam, 0 to 3 percent slopes	poorly to very poorly drained	0 - 1.5 feet	not provided	moderate
HcA*	Hoytville clay loam and silty clay loam, 0 to 3 percent slopes	poorly to very poorly drained	+1 - 1.0 feet	very slow	slow
HfA*	Hoytville and Wauseon loams, 0 to 3 percent slopes	poorly to very poorly drained	0-1.0 feet	very slow	slow to very slow
KeA	Kibbie and Colwood fine sandy loams, 0 to 3 percent slopes	well to moderately well drained	1-2 feet	not provided	not provided
MaA	Macomb fine sandy loam, 0 to 3 percent slopes	imperfectly drained 1 - 2 slow (subject to ponding moderate(seepage zone	1-2 feet	slow (subject to ponding	moderate(seepage zone during wet periods
NaA	Nappaneesilt loam, 0 to 3 percent slopes	imperfectly drained	1-2 feet	very slow	not provided
PdA	Plainfeld and Berrien loamy sands, 0 to 3 percent slopes	well drained to moderately well drained	not provided	not provided	not provided

- * Several hydric soils — CeA, HcA, and HfA— are identified because their seasonal high water tables are situated within 1-foot of the surface or at or above the surface (see the Natural Features Map). A particular soil being classified as hydric is one of 3 required determinants if a site is a wetland. Some of these soils are poorly drained and have a high water table making it difficult to keep basements dry. Poorly drained soils can also cause cracking of pavement and substantial frost heaving occurs in such soils. It should be noted, however, that these soil interpretations are general in nature and will not eliminate the need for on-site study and testing of specific sites for the design and construction of specific uses.
- **Wetlands** — Wetlands can generally be described as marshes, bogs, swamps, potholes, sloughs, shallow lakes, and ponds which are either fresh or salt water and can be temporary, permanent, static, or flowing. As was described under "Soils" above, certain soils may also be classified as wetlands if they meet set criteria. More than any other natural landform, wetlands are working landscapes whose ecosystem meets a variety of needs including wildlife habitat, water purification, flood containment, and scenic and natural vistas. The National Wetlands Inventory does not identify any wetlands within the Village of Britton. However, on-site investigation should be conducted for a more accurate determination.
- **Surface Drainage** — Surface drainage in the Village of Britton and the surrounding area is accomplished by a system of natural drainage ways, creeks, and drains which flow into the River Raisin and eventually into Lake Erie at Monroe. The River Raisin is 135 miles long and its watershed is 1,072 square miles in area, covering nearly all of Lenawee County and parts of Monroe, Washtenaw, Jackson, and Hillsdale Counties. The Coats and Springbrook Drains are part of the River Raisin's tributary system and link to the Schroeder Brook/Drain southeast of the Village. Schroeder Brook itself flows into the North Branch of the Little River Raisin (i.e., Macon Creek) in eastern Ridgeway Township (see the Topography & Hydrology Map). The Little River Raisin connects to the main river system, just east of Dundee, Michigan. Floodplains are not mapped for the Village of Britton.
- **Trees and Fencerows** — Many of the Village's neighborhoods streets are tree-lined and other trees are located on residential lots. There are also several fencerows (also referred to as hedgerows) within Britton and the surrounding area. Fencerows are rows of trees and/or shrubs growing primarily along fence lines or property lines in agricultural areas. These are either remnants of previous woodlands or were planted specifically to control the effects of soil erosion by wind and climate changes. Though they are not typically very wide, fencerows can provide valuable linkages between larger habitats for wildlife, while also limiting soil erosion.

Wildlife Features

Even in a geographically small community like the Village of Britton, a wide and interesting array of landscapes may occur. Within the Village itself, one can quickly find tree-covered residential lots, old fields, croplands, waterways, tree-lined streets, and fencerows. Each of these habitats provide food, cover, water, and space for different plant and animal species. Habitat, and consequently ecosystem planning, is important to a community master plan for a number of reasons. These include, but are not limited to:

- Conservation of natural features can showcase the rich environmental variety of the community, provide scenic vistas and landscape for residents, and/or retain the natural and/or rural character of the community.
- Changes in wildlife populations can be indicators of changes in the overall ecosystem.
- Protection of habitat corridors, such as water courses, fencerows, and woodland corridors not only provide wildlife movement avenues, but can act as buffers between land uses.
- Preservation of significant natural areas increases overall community green space and potential parklands.

Agricultural Features

Farmland—which covered 47.1% of Britton’s land area in 2015—is still an important component of the Village (please see the Existing Land Use map). The future land use map for Lenawee County places the Village—if the areas recommended for ‘Intensive Development’ are discounted—in an area recommended for ‘Intensive Agriculture’ by the *Lenawee County Comprehensive Land Use Plan* (see the Countywide Future Land Use Map). In fact, essentially all the undeveloped and/or undisturbed soils in Britton are classified by the Natural Resources Conservation Service as prime farmland. *There are no properties within the Village enrolled in Public Act 116, Farmland and Open Space Preservation, at the time the Plan was adopted, according to the Lenawee County Equalization Office.*

Community Facilities and Services

A developing community has constant needs for new, enlarged, and improved community facilities and services. Community facilities and services can be defined as those—public or private—which benefit the public. Some facilities and services, such as schools or fire protection, are necessities while others, such as cultural facilities and programs, contribute to the desirability of the community. This section is included within the Master Plan so that the Village can better coordinate the future siting of new projects in relation to the Future Land Use plan. The location of community facilities and other public and quasi-publicly owned properties are shown on the Community Facilities and Services map.

Government Offices

The municipal halls for the Village and Ridgeway Township are clustered together at the intersection of West Chicago Boulevard (M-50) and Main Street in Downtown Britton (see the Community Facilities and Services map).

- **Village of Britton** — The Clerk's Office and the Village Council Chambers are housed in the Village Hall which is located at the intersection of Main Street and College Avenue. The Britton Branch of the Lenawee District Library is also located in this building.
- **Ridgeway Township** — The Ridgeway Township Hall—which also serves Village residents—is located on West Chicago Boulevard (M-50), just north of the Village Hall. The Ridgeway Township Fire Department is also located in this building.

Britton Village Hall

120 College Avenue • PO Box 436
Britton, MI 49229

(517) 451-2171

www.villageofbritton.org

Department of Public Works

The three (3)-person department occupies the DPW garage located on Maple Street (see the Community Facilities and Services map), opposite McKinney Park. The DPW's storage yard is adjacent to the garage.

- **Water and Sewer Service** — Sanitary sewer and public water supply systems are important from a public health and safety perspective. They also permit higher density development. Utilities also allow larger scale nonresidential uses to be built. Currently, all the developed portions of the Village of Britton are serviced by public water and sanitary sewer. Potential future expansion of utility service should be taken into consideration when determining the future land use of the Village.
 - **Water Service** — The DPW operates Britton's water system. A new well was installed in 1995 in Becker Park and hooked up to the Village's water system in 2005. Another well is located to the west of the Village, north of Palmer Highway and M-50. Those facilities solved the capacity issues identified in the 1995 edition of this Plan and allows for new growth in the Village.



- **Storm Water Sewer Service** — The developed portions of Britton are served by a storm water sewer system operated by the DPW.
- **Sanitary Sewer Service** — The developed portions of Britton are served by sanitary sewer. Although the system is jointly owned by the Village and Ridgeway Township, the DPW operates it on the behalf of both municipalities. A lift station is located at the intersection of Main and Wells Streets and the railroad (see the Community Facilities and Services map). The sewage lagoons are situated to the northeast of Britton in the Township.
- **Transportation** — Although the Michigan Department of Transportation (MDOT) owns and maintains Chicago Boulevard (M-50), the DPW maintains the rest of the street system within Britton’s village limits (see the Transportation Section). The Lenawee County Road Commission owns and maintains those roadways extending beyond the village limits. Norfolk Southern owns and operates the railroad which traverses Britton from the southwest to the northeast.
- **Parks** — Village parks and facilities are maintained by the DPW (see the Recreation Section).

The Village is centrally located between Ann Arbor, Metro Detroit, Jackson, and Toledo, providing Britton the opportunity to capture potential growth associated with those urban areas as well as the Adrian-Clinton-Tecumseh Urbanizing Area. Providing the DPW the resources it needs to maintain the condition of the infrastructure under its management and provide adequate capacity throughout the Village will benefit Britton and the surrounding area.

Educational Facilities

Village of Britton students attend Britton Deerfield Schools. The district serves the Villages of Deerfield and Britton entirely as well as large portions of Deerfield, Ridgeway, and Macon Townships. The school district maintains a “Britton Building” and a “Deerfield Building”. Located on the south side of West Chicago Boulevard (M-50) and College Avenue in the Village, the “Britton Building” campus hosts an elementary school (i.e., preschool – fourth grade) and the district’s high school (i.e., ninth – twelfth grades); the play-



Britton Building Campus, Britton Deerfield Schools

grounds associated with the elementary school functions as part of the Britton Village Park. The “Deerfield Building” hosts another elementary school and the district’s middle school (i.e., fifth - eighth grades). The elementary schools in both buildings primarily serve students from their respective areas. Sports facilities for baseball, football, and other athletic events are associated with the high school.

High school students can also receive vocational training at the Lenawee Intermediate School District’s LISD TECH Center, north of Adrian on M-52. Jackson College also provides opportunities to earn certificates and associate degrees in a variety of occupations at its Jackson College @ LISD TECH campus. Adrian College and Sienna Heights University are also located in Adrian. Other public and private community colleges, colleges and universities are located within commuting distance of Britton.

Other Community Facilities and Services

- **Police Protection** — Police protection for Britton residents is provided by the Lenawee County Sheriff’s Office and the Michigan State Police. The Village has a contract with the County Sherriff for deputies during special events, upon request. The Sherriff’s Office is headquartered in Adrian. State Police Post No. 14—which serves the Counties of Monroe and Lenawee—is located in Monroe.
- **Fire Protection, Emergency Medical Service (EMS), and 9-1-1** — The Ridgeway Township Fire Department—situated in the Township Hall on the southwest corner of West Chicago Boulevard (M-50) and Main Street (see the Community Facilities and Services map)—serves Britton and the remainder of the Township.
- **Public Library** — A library branch located in the Village Hall (see the Community Facilities and Services Map) serves Britton Area residents. The branch is part of the Lenawee District Library and has interlibrary loan services available through the District as well as the Woodlands Cooperative.
- **U.S. Post Office** — The Britton Post Office—serving the 49229 Zip Code—is located at 209 East Chicago Boulevard (M-50) in Downtown Britton (see the Community Facilities and Services map).

Transportation

A few modes of transportation traverse the Village of Britton.

- **Highways and Streets** — The public road network is the primary transportation facility serving the Village of Britton (please see the Transportation Map). The Michigan Department of Transportation (MDOT) and the Village of Britton are responsible for maintaining the 4.1 mile roadway network. Chicago Boulevard (M-50) is Britton’s main thoroughfare. The state highway, owned and maintained by the Michigan Department of Transportation (MDOT), traverses the Village from southeast to northwest for a distance of 1.0 mile.

Roadway Network

	Miles	%
State Highways	1.0	25.3%
Village Major Streets	1.6	38.9%
Village Local Streets	1.5	35.8%
Total	4.1	100%

Source: Region 2 Planning Commission

The other public streets located within Britton are owned by the Village. The Lenawee County Road Commission (LCRC) owns and maintains them outside of the Village. Britton's Department of Public Works (DPW) maintains the 3.1 miles of major and local streets.^a The Village of Britton must collaborate with MDOT and the LCRC to ensure that the roadway network continues to serve the Village of Britton's residents and business.

- **Railroads** — The presence of the Norfolk Southern Railroad —which serves the Britton Elevator— is another important factor to consider in future land use planning, because of the potential street traffic impacts, land use considerations, and safety issues related to rail transport (e.g., hazardous materials, derailments, etc.).
- **Sidewalks** — The Village has an existing sidewalk network which parallels many of its streets.



Highways, Roads, & Streets

	Name	Limits
State Highways	Chicago Boulevard (Monroe Road (M-50))	West VL to East VL
Village Major Streets	Main Street (Britton Road)	North VL to South VL
	Church, College, & Osbourne Streets	Entire
Village Local Streets	9 th , 10 th , Cheever, Elm, Gipton, Maple, Oak, Railroad, Rose, Smith, South, Wells Streets	Entire
	Centennial & Kniffen Roads	Main Street to East VL

Source: *Region 2 Planning Commission*

Parks and Recreation

Britton has several recreational resources. Britton Village Park has a picnic shelter, a drinking fountain, and 3 Little League baseball diamonds. Adjacent to Britton School, the park incorporates its playground and athletic facilities. McKinney Park, located north of M-50, awaits development. Becker Park, located on the northern boundary of the Village, is the site of the municipal well and serves primarily as green space. Britton

^a The DPW receives more funding from MDOT for every mile of major streets than local streets because they carry more traffic. Local road and street are principally utilized to provide direct access to dwellings and businesses.

Chapter 2

must have a recreation plan on file with the Michigan Department of Natural Resources (MDNR) in order to be eligible to apply for grants to develop those parks and/or make improvements to the Britton Village Park.

Areas of natural beauty and critical wildlife habitat locations should be preserved wherever possible. Areas suitable for recreation should be protected and development restricted, as appropriate. Such resources and adjacent areas should be developed to reinforce the preservation of their natural character.

Intergovernmental Relations

- **Cooperation** — Cooperation between governmental units is essential for the efficient use of resources. For example, the sanitary sewer network serving Britton is shared with Ridgeway Township. The Village cooperates with Britton Deerfield Schools to enhance the Britton Village Park. Various components of the transportation network in the Britton Area are provided by the Norfolk Southern Railway, the Michigan Department of Transportation (MDOT), and the Lenawee County Road Commission (LCRC) as well as the Village. Therefore, it is the desire of the Village of Britton to continue cooperating with those and other institutions in pursuit of the public good. However, goals of the Village should be subordinated to the activities of those institutions only when the greater good of the larger population is clearly articulated and, where necessary, adequately funded by those making conflicting requirements.
- **Promotion** — Effectively serving the needs and desires of Britton's residents—while at the same time strengthening the community tax and employment base—requires the promotion of a well-planned and diversified economy as well as exemplary public services. This can only be accomplished by working with other local governments in the general area as well as Lenawee Now—“a non-profit organization dedicated to economic and business expansion throughout Lenawee County”—and One Lenawee

Community Description and Issue Identification



—“a collaboration of volunteers dedicated to the vision of *making Lenawee County a great place and keeping it that way*”— as well as other collaborative efforts.

Existing Land Use

An inventory of existing land use is an important factor in the development of a future land use map for the Village of Britton. Assessing data was utilized to determine existing land use in 2015, with revisions made by the Britton Planning Commission to better reflect the current mosaic of land uses. Britton can be divided into the following land uses (see the Existing Land Use map):

- **Agricultural** — The largest single land use category in the Village is “Agricultural”. Over 236 acres or 47.1% of the Village was included in this category. However, it should be noted that two significant properties have been platted for residential development but have yet to be developed for that “higher” use.
- **Residential** — Residential properties covered 23.0% or 115.7 acres of Britton. Residential neighborhoods are distributed throughout the Area and are often located adjacent to agricultural land outside of the Village. Unfortunately, the various types of residential development are not differentiated. However, recent demographic estimates reveal that detached single-family homes comprise 88.4% of the Village’s housing stock. Dwellings in small complexes (i.e., 3-9 units) comprised 5.8% of the housing stock and dwellings in large complexes (i.e., 10-19 units) comprised 5.1% of the housing stock. Duplexes comprise an estimated 0.7% of the housing stock. The close proximity of some residences and farmland increases the potential for conflict.

Existing Land Use

	Sq Feet	Acres	Sq. Mi.	%
Agricultural	10,302,296.5	236.5	0.37	47.1%
Residential	5,038,057.3	115.7	0.18	23.0%
Commercial	312,625.4	7.2	0.01	1.4%
Industrial	1,934,717.6	44.4	0.07	8.8%
Institutional	2,419,014.9	55.5	0.09	11.1%
Parks	359,213.3	8.2	0.01	1.6%
Rights-of-Way (ROW)	1,501,078.9	34.5	0.05	6.9%
Total	21,867,003.9	502.0	0.78	100.0%



Source: Grant Bauman

- **Parks and Institutions** — Institutional properties occupy 55.5 acres or 11.1% of the Village. Institutions include churches and other private buildings open to the public. Governmental offices and facilities owned or occupied by Britton, Britton Deerfield Schools, Ridgeway Township, and other governmental agencies are also institutions. Parks occupy and additional 1.6% or 8.2 acres of the Village.
- **Rights-of-Way and Industrial** — Industrial properties occupy 44.4 acres or 8.8% of the Village. The largest of these industrial uses is the Britton Elevator, which is located along the Norfolk and Southern Railway, north of M-50. Rights-of-Way occupy 6.9% or 34.5 acres and are comprised of railroad and street rights-of-way.
- **Commercial** — Commercial properties occupy 7.2 acres or 1.4% of the Village. All of the commercial properties are concentrated along Chicago Boulevard (M-50). Downtown Britton is located at the intersection of Main Street and M-50.

Land Use Considerations

In the process of setting forth the proposed land use policies for the Village of Britton, potential development problems and opportunities must be examined. These are discussed below:

- **Land Use Conflicts** — A prominent problem confronting numerous communities is that of incompatible land uses. Reoccurring instances where neighboring land uses —either by the nature of business or scale of development— create an environment wherein they are unsuitable for association. The potential result of this land use problem is the preponderance of nonconforming uses (i.e., land uses not permitted within the zoning district in which they are located) and a deteriorating



physical and monetary effect on the surrounding area. Future land use planning efforts should take into account the potential for land use conflicts between existing and/or planned commercial/industrial uses and newly developing or existing residential neighborhoods. Adequate buffering and screening are two methods of preventing or limiting these conflicts.

- **Sprawl Developments** — The future land use planning effort in the Village of Britton should also take into account the regional location of the Village of Britton, in relation to growth and development patterns spreading out from Ann Arbor and Metro Detroit to the north-east and Toledo to the southeast. Proper long-term planning, including delineating a future land use plan for the Village and coordinating appropriate infrastructure improvements, will help Britton prepare for future development and counteract sprawl pressures.
- **Frozen Lands** — Frozen lands are generally those lands where it is highly likely that the use will not ever change, or at least within a typical planning period of 20+ years. Essentially, these lands are "frozen" from future development. A classic example of a frozen land is a cemetery. Within the Village of Britton, the park and recreational facilities, along with the schools are the most obvious examples of this situation.

CHAPTER 3
COMMUNITY POLICIES AND PLANS



Various Inputs into Community Policies and Plans

The community policies and plans advocated in this Chapter were informed by a variety of observations, opportunities, and concerns.

Community Description and Issue Identification

The following opportunities and issues were addressed in Chapter 2:

- The location of the Village within Southeastern Lower Michigan
- The size of the population as well as its age, race and ethnicity (i.e. homogeneity), household composition, household income, housing stock, and the commute to work
- Natural resources (i.e., geology, topography, soils, wetlands, surface drainage, trees and fencerows, wildlife, and agriculture)
- Highways and streets, railroads, and sidewalks
- Police and fire protection, emergency medical service (EMS), 9-1-1
- Municipal utilities (i.e., water service, storm water sewer service, and sanitary sewer service)
- Educational facilities, a public library, post office, and parks
- Existing land use (i.e., agricultural, residential, commercial, industrial, and parks and Institutions)
- Land use considerations (i.e., land use conflicts, sprawl developments, frozen lands)

Countywide Future Land Use Map

It is important to take into account any regional plans for future land use prior to the development of a future land use plan. The countywide future land use map included in the *Lenawee County Comprehensive Land Use Plan* recommends “Intensive Development” for Britton (see the Countywide Future Land Use Map). However, it also shows that Britton would be recommended for “Intensive Agriculture” if the Village was not there due to its fertile soils.

Goals and Policies

Goals are broad fundamental statements informed by the various inputs described earlier in this chapter, summarized in previous chapters and appendices, and designed to accomplish a desired future. They express long-term rather than short-term expectations and are often expressed in such general terms that it is difficult to measure the degree to which they have been attained. However, goals establish the overall framework and basis for the more specific elements of the Plan and the objectives designed to implement them. The listing order of the following goals and objectives does not reflect or imply relative importance. The following sets forth the goals of the Village of Britton and the policies necessary to implement those goals.

Village Character

- **Village Character Goals**

- A. To maintain the existing visual character of the Village of Britton, and to preserve the community values which make the Village a good place to live, to do business and to visit.
- B. To promote and enhance the rural character of the Township of Ridgeway by maintaining the village entries which clearly distinguish the rural and developed areas.

- **Village Character Policies**

1. Local natural features, historic structures, and agricultural areas (where pertinent) shall be promoted as the primary sources of community visual character.
2. A well planned and balanced community character shall be encouraged by planning adequate land area for residential, commercial, and industrial growth yet preserving and enhancing open spaces/agricultural land, and recreational opportunities.
3. All new development shall be designed to be complementary (contextual) with the existing Village character, and shall maintain the tree lined streets, parks, and other Village infrastructure. All redevelopment of existing structures shall be sensitive to their original character and context.
4. The Village Planning Commission shall coordinate with the Township Planning Commission to maintain the Village's and surrounding Township's unique character and identities.

Residential Land Uses

- **Residential Land Uses Goals**

- A. To maintain the current housing stock and to plan for new residences which will offer a variety of residential densities and styles to meet the needs of current and future residents.
- B. To encourage the development of new residences in a style which is compatible with the character of the Village's housing stock and the environmental context.

- **Residential Land Uses Policies**

1. Residential land uses shall be planned for medium and high density residential classifications as well as traditional low density.
2. The use of new residential site design alternatives such as cluster housing and residential recreational developments shall be encouraged to preserve open space/agriculture (where pertinent) and reduce housing costs.
3. Multiple-family development which is not compatible with the architectural character or scale of existing residential development shall be discouraged.
4. All residential development shall provide adequate off-street parking, open space, and other infrastructure necessary to the development of quality residential neighborhoods.

Commercial Land Uses

- **Commercial Land Uses Goals**

- A. To promote compact commercial and office development which will serve the daily needs of local residents for goods, services, and employment.
- B. To promote the use of the Traditional Downtown Commercial Block.

- **Commercial Land Uses Policies**

1. Commercial land uses shall be provided in the following classifications: Traditional Downtown Commercial Uses and General Commercial Uses.
2. Traditional Downtown Commercial Uses shall be maintained as the commercial focus of the Village and the central place of commerce for the surrounding township.
3. General Commercial Uses shall be encouraged to locate in existing structures or near existing commercial uses, including the east end of the Village. Redevelopment of sound structures shall be encouraged as sites for future commercial development.
4. Commercial uses which may locate within the residential areas abutting the Traditional Downtown Commercial Block shall be encouraged to maintain the residential appearance of the structure and lot. These areas shall be defined as "transitional zones".

5. Special emphasis shall be placed on aesthetics and compactness, as well as functional design standards. Low-rise architecture, shared drives with parking in the back, and site amenities shall be encouraged; strip malls, non-center commercial development, and non-contextual franchise development shall be discouraged.

Manufacturing Land Uses

- **Manufacturing Land Uses Goal**

To promote industrial development which will enhance the local tax base and provide a source of local employment.

- **Manufacturing Land Uses Policies**

1. Industrial development which is primarily research oriented, light, and/or environmentally clean shall be encouraged.
2. Industrial uses which are located near existing residences shall not negatively impact those neighborhoods and shall be required to provide landscaping and other elements to minimize the contrast between the uses.
3. Industrial uses within primarily residential areas shall be encouraged to maintain an open dialog with the neighborhood residents to improve communication and conflict resolution.

Recreation Land Uses

- **Recreation Land Uses Goal**

To maintain a park system which reflects the Village's natural features and fulfills the recreational needs of the Village residents.

- **Recreation Land Uses Policies**

1. The continued development and enhancement of current park and recreation areas shall be promoted.
2. New recreational facilities development shall be encouraged to occur as part of a cooperative effort with the Britton School and Ridgeway Township.
3. A circumnavigational bike/pedestrian path planned as a joint effort between the Village, Township, and School District shall be encouraged.

Community Facility Land Uses

- **Community Facility Land Uses Goal**

To provide appropriate services and facilities to Village residents.

- **Community Facility Land Uses Policies**

1. Future improvements and extensions to the water system shall depend on the need to protect the public health, safety and welfare. Such areas that are in proximity to the Village, but outside the Village line, shall be subject to an annexation agreement, and the costs shall be borne by the benefiting property owner(s).
2. Roads and sidewalks development plans shall be based on the degree to which such will improve traffic circulation and safety within the Village limits.
3. Pedestrian pathways which connect community activity centers and residential areas and provide for separation of vehicular and pedestrian traffic shall be encouraged. At a minimum, every Village street should have one designated pedestrian pathway.
4. All annexations and site plan review associated with annexation proceedings shall be coordinated with the Ridgeway Township Planning Commission.

Future Land Use Plan

The Master Plan represents a vision of how the Village of Britton might look in the future. The horizon is 2040 or almost 25 years. The Plan does not suggest that Britton will develop to the limits identified on the future land use map. Rather, the Plan is intended to guide the community through its daily decision making processes so that future development will be consistent with the goals adopted in this Plan.

The Master Plan consists of policies that address future land use and development of the Village over the life of the Plan. However, the Plan itself has no regulatory authority and must rely upon other tools for implementation, most notably the Zoning Ordinance. The Plan simply suggests where various land uses should be located. The Zoning Ordinance carries out the policies of the Plan by regulating the type of use that a parcel may have, the location of uses, and the bulk and density of development throughout the Village of Britton.

The Future Land Use Plan presented here is not static (please see the Future Land Use map). It is designed to be a flexible document that can and should change as the community changes. Even though the Plan is long range in nature (i.e., 20+ years), it should be periodically reviewed and updated as the Village grows and changes. There will be times when it will be necessary to deviate from the Plan. Changing land use patterns may cause certain areas on the Future Land Use map to become obsolete for a suggested use. When this happens, the Planning Commission may be required to interpret the most appropriate type of use for an area. Interpretation of a specific site should be made with regard to the impact on the surrounding area.

The Future Land Use map was not designed, nor was it intended, to mirror the Zoning Map. Zoning is the tool used to carry out (i.e., implement) the Plan. Therefore, the Zoning map will not look exactly like the Future Land Use map. As the community grows and rezoning requests become necessary to accommodate development, future rezonings should be consistent with the Plan in most cases or the Plan should be amended to reflect changing trends. This is not to suggest that every rezoning needs to be consistent with the Plan. However, in areas where several requests are made for rezoning, it may be necessary to consider amending the Plan if changing land use patterns warrant a change in the Plan. The Future Land Use Plan is comprised of nine land use categories within the Village of Britton (see the Future Land Use map). A description of each land use category is presented below.

Agricultural

Agriculture continues to be a significant use within the Village. Accordingly, those properties which continue to be farmed and have yet to be platted for future development—at the time this Plan was adopted—are recommended for continued agricultural use. These areas should only be converted to other uses once the other properties which are currently farmed, but which are proposed for other uses, are substantially developed. It is recommended that Britton’s Zoning Ordinance be amended to create an agricultural district and that those areas recommended for agricultural uses on the Future Land Use map be rezoned to the district. Approximately 138.6 acres, or 29.0% of Britton, are included in the agricultural category.

Residential

- **Low Density Residential.** This land use category is intended primarily for single-family residential development. Public water and sewer and other infrastructure are available in these areas or are likely to be available during the 20+ year planning period. This category covers the largest area within the Village including existing single-family neighborhoods and planned subdivisions north of Downtown Britton. Those planned neighborhoods should not be developed until the needed infrastructure is available. Approximately 226.1 acres, or 47.2% of Britton, are included in the low density residential category.

- **Medium Family Residential.** This land use category is intended primarily for single-family and two-family (i.e., duplexes) residential development. The category covers a small existing area along Main Street, between Downtown Britton and Maple Street. Approximately 3.4 acres, or 0.7% of the Village, are included in the medium density residential category.
- **High Density Residential.** This land use category is intended for a wide variety of residential uses including: single-family dwellings, duplexes, various multiple-family dwellings, and manufactured housing. This category is intended to allow for the various housing types attractive to Millennials and retiring Baby Boomers but which are currently rare or unavailable. The category is proposed for two areas of Britton located south of Chicago Boulevard (M-50). Those planned residential areas should not be developed until the needed infrastructure is available. Approximately 35.3 acres, or 7.4% of the Village, are included in the high density residential category.



Commercial

- **Downtown Commercial.** This land use category is intended for Downtown Britton which occurs on both sides of Chicago Boulevard (M-50,) in the vicinity of Main Street and the railroad. Commercial and institutional uses are intended for the first floor of buildings with the potential for residential dwellings on upper floors. Approximately 5.5 acres, or 1.2% of the Village, are included in the downtown commercial category.
- **General Commercial.** The Commercial category is designed to accommodate retail and service businesses which are best suited to be located on streets designed to accommodate higher traffic volumes. Uses which may be considered appropriate for this category include fast-food restaurants; hardware, grocery, and drug stores; and other general retail uses. Approximately 13.9 acres, or 2.9% of the Village, are included in the general commercial category.

Manufacturing

Manufacturing continues to be a significant use within the Village. Accordingly, those areas of Britton which contain manufacturing facilities are recommended for continued manufacturing uses, including the grain elevator and the Village's DPW (Department of Public Works) facilities. Approximately 55.8 acres, or 11.7% of Britton, are included in the manufacturing category.

Institutions and Parks

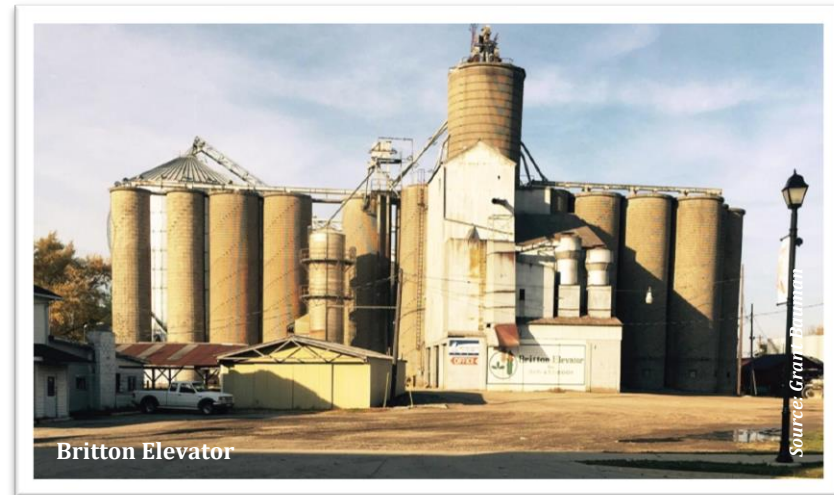
The Future Land Use map also identifies where various institutions and parks are located within the Village of Britton. These overlay categories also identify the proposed underlying land use category if that institution or park ever ceases to exist.

- **Parks.** Parks are an important component of Britton, contributing to its quality of life. Approximately 13.7 acres, or 2.9% of Britton, are included in the park category.
- **Institutions.** Public and private institutions are another important component of the Village, also contributing to its quality of life. Approximately 47.7 acres, or 10.0% of Britton, are included in the institution category.

Plan Implementation

The Village of Britton's Master Plan is itself a comprehensive community policy statement. The Plan is comprised of a variety of both graphic and narrative policies intended to function as benchmarks and to provide basic guidelines for making reasonable, realistic community development decisions. The Plan is intended to be employed by Village officials, by those making private sector investments, and by those Village citizens interested in the future development of the community.

The completion of the Plan is but one part of the community planning process. Implementation of the goals, objectives, and recommendations of the Plan can only be achieved over an extended period of time and only through the cooperative efforts of both the public and private sectors. Implementation of the Plan may be realized by actively:



- Assuring community-wide knowledge, understanding, support and approval of the Plan.
- Legal controls regulating the use and manner of development of property through up-to-date, reasonable zoning controls, subdivision regulations, and building and housing codes.
- Providing an ongoing program of capital improvements and adequate, economical public services by using available governmental financing techniques to encourage desired land development or redevelopment.

Public Support of the Master Plan

The necessity of citizen participation and understanding of the general planning process and the specific goals, objectives, and policies of the plan are critical to the success of the Village's planning program. A well-organized public relations program is needed to identify and marshal public support. Lack of citizen understanding and support could well have serious implications for the eventual implementation of planning proposals. Failure of the public to back needed bond issues and dissatisfaction concerning taxation, special assessments, zoning decisions, and development proposals are some of the possible results of public misunderstanding and rejection of the Master Plan.

In order to organize public support most effectively, the Village must emphasize the necessity of and reasons for instituting the planning program and encourage citizen participation in the planning process. Public education can occur through an informational program involving newspaper and social media articles, preparation of plan and program summary statements for general distribution, and through public hearings held as part of the plan adoption process.

The Michigan Planning Enabling Act (PA 33 of 2008, MCL 125.3831), as amended, provides for the adoption of all or part of the Plan by the Village Planning Commission and the Village Council, following a public hearing. The validity of the Plan, as well as the right of the Planning Commission to review various development proposals to assure their compatibility with the Village's expressed policies, requires that the Plan be officially adopted by the Planning Commission. It is further desirable for the Village Council to adopt the Plan so that it becomes the policy of the Village of Britton rather than its Planning Commission.

Land Development Standards

- **Zoning Ordinance** — Zoning regulations are adopted under the local police power granted by the State for the purpose of promoting community health, safety, and general welfare. Such regulations have been strongly supported by the Michigan courts, as well as by the U.S. Supreme Court. Zoning consists of dividing the community into districts for the purpose of es-

establishing density of population and regulating the use of land and buildings, their height and bulk, and the proportion of a lot that may be occupied by them. Regulations in different kinds of districts may be different; however, regulations within the same district must be consistent throughout the Village.

The intent of zoning is to assure the orderly development of the community. Zoning is also employed as a means of protecting property values and other public and private investments. Because of the impact which zoning can have on the use of land and related services, it must be based on a Master Plan.

Zoning is an effective tool for the implementation of the Plan and also benefits individual property owners. It protects homes and investments against the potential harmful intrusion of business and industry into residential neighborhoods; requires the spacing of buildings far enough apart to assure adequate light and air; prevents the overcrowding of land; facilitates the economical provision of essential public facilities; and aids in conservation of essential natural resources. It is also important that in the development of any land use control ordinances, low- and moderate-income populations be given appropriate opportunity to participate in the development of these ordinances and codes.

Britton's Zoning Ordinance (i.e., Chapter 30, Zoning, of the Code of Ordinances) was developed under the authority of Michigan's City and Village Zoning Act (PA 207 of 1921) and is administered under the authority of the Michigan Zoning Enabling Act (PA 110 of 2006, MCL 125.3101, *et seq.*), as amended. The existing Zoning Ordinance should be amended to implement the objectives of this Plan, with communitywide knowledge, understanding, and support of Ordinance changes.

- **Zoning Plan** — The Master Plan provides the legal basis for zoning. Accordingly, the Village is required to prepare a special plan element, known commonly as the Zoning Plan by Michigan's planning and zoning enabling acts, which provides the needed connection between the Master Plan and the Zoning Ordinance. A Zoning Plan summarizes the various zoning districts established in the Zoning Ordinance, including their dimensional requirements; equates the land use categories established in the Master Plan with the Zoning Ordinance's zoning districts; and establishes criteria for the approval of rezoning requests. See Appendix C for the Village of Britton Zoning Plan.
- **Land Division Regulations** — When a developer proposes a division of land he or she is in effect planning a portion of the Village. To assure that such divisions — either subdivisions or the division of unplatted lands — are in harmony with the Village's objectives, the division or re-division of residential or nonresidential land must be guided by the Village in accordance with Michigan's Land Division Act (PA 288 of 1967, MCL 560.101 *et seq.*).

Several direct benefits accrue from the regulation of subdivisions by a local unit of government. By requiring the subdivider to install adequate utilities (if available) and improved streets, purchasers of the lots are not later burdened with unexpected added expenses. A subdivision without adequate physical improvements is detrimental not only to itself, but it also reduces the opportunity for reasonable development of adjacent parcels. In addition, long-range economy in government can be realized only when adequate improvements are provided by the subdivider.

As a part of its review of proposed subdivisions, the Planning Commission focuses on such features as the arrangement and width of streets, the grading and surfacing of streets; the width and depth of lots; the adequate provision of open space; and the location of easements for utility installations. The subdivision review process is one of the methods of implementing the goals, objectives, and policies of Britton's Master Plan. Subdivision regulations serve to coordinate the development of continuous parcels of land and assure an adequately planned community.

Capital Improvements Program

The term "capital improvements" is generally intended to embrace large-scale projects of a fixed nature, the implementation of which result in new or expanded public facilities and services. Such items as public building construction, park development, sewer installation, waterworks improvements, street construction, land acquisition, and the acquisition of certain large-scale pieces of equipment (graders, sweepers, trucks, etc.) are included in the Capital Improvements Program (CIP). See Appendix D for a "primer" regarding CIPs.

APPENDIX A
DEMOGRAPHICS



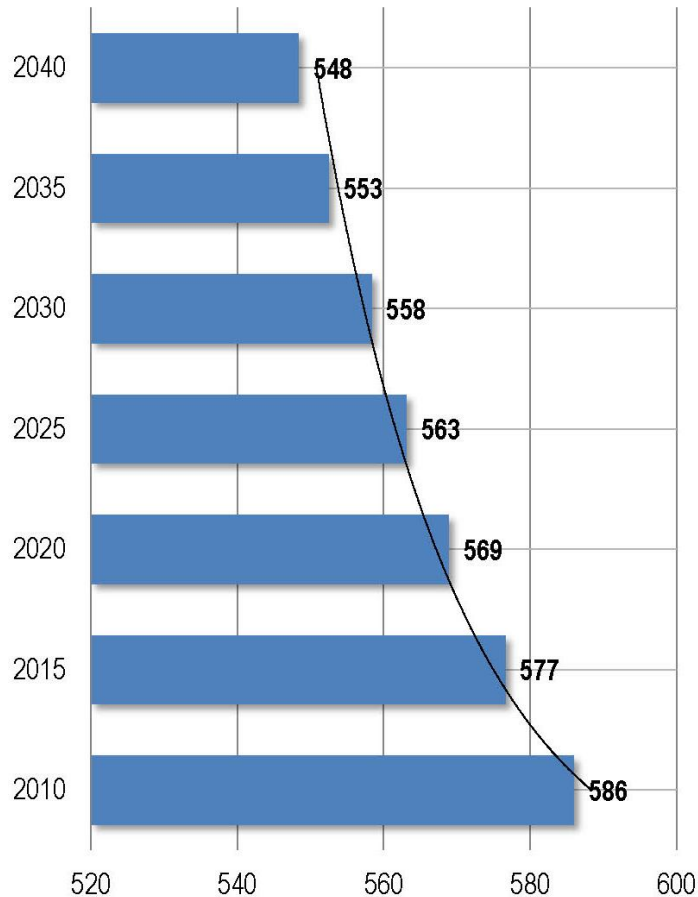
Population History



- Population growth was 59.2% between 1930 and 2010, and the Village accounted for 28.2% of Ridgeway Township's population in 1930.
- Population growth was 0.3% between 1970 and 2000, and the Village accounted for 39.7% of the Township's population in 1970.
- Population growth was -16.2% between 2000 and 2010, and the Village accounted for 44.2% of the Township's population in 2000.

	1930	1940	1950	1960	1970	1980	1990	2000	2010
Village of Britton	368	409	517	622	697	693	694	699	586
Unincorporated Ridgeway Township	936	897	953	983	1,059	1,053	878	881	956
Ridgeway Township	1,304	1,306	1,470	1,605	1,756	1,746	1,572	1,580	1,542

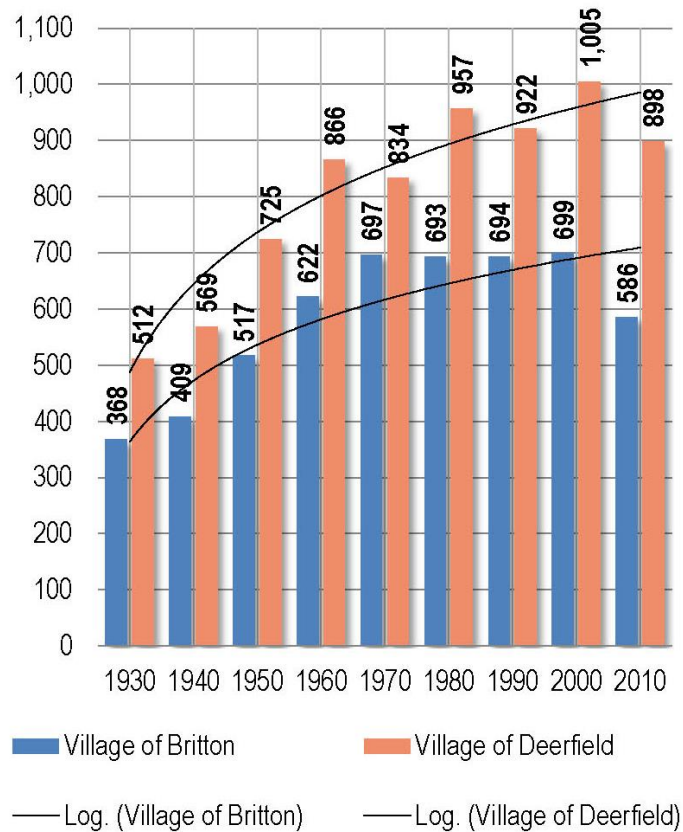
Population Projections



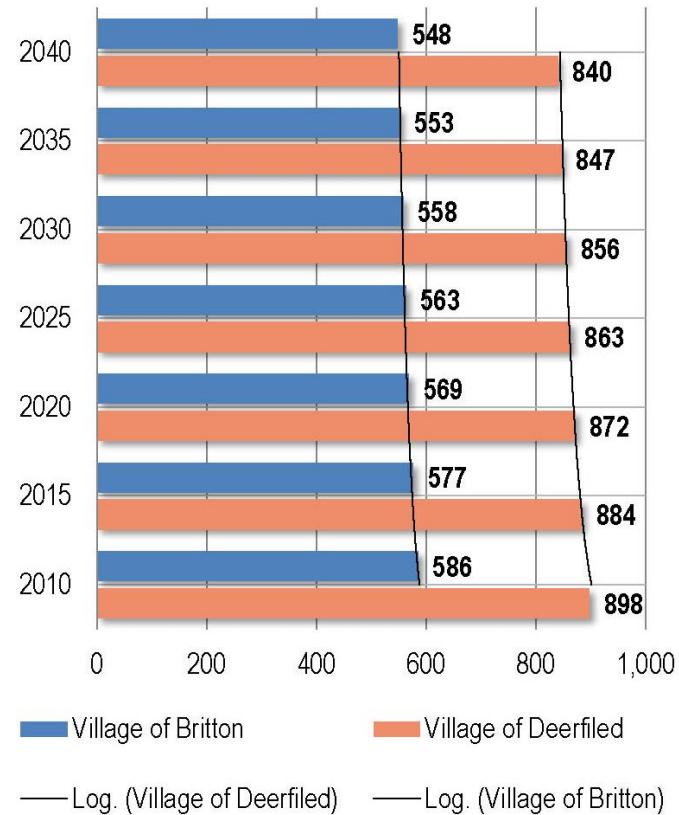
- The population of Rural Lenawee County is projected to decrease by 6.4% between 2010 and 2040, according to demographers hired by the Michigan Department of Transportation.
- Britton's population accounted for 2.1% of Rural Lenawee County's population in 2010.
- That ratio was applied through 2040 in order to compile the population projections for the Village.
- *If proposed subdivisions are constructed, this population loss may not occur.*

Comparison to Deerfield

Population History



Population Projections

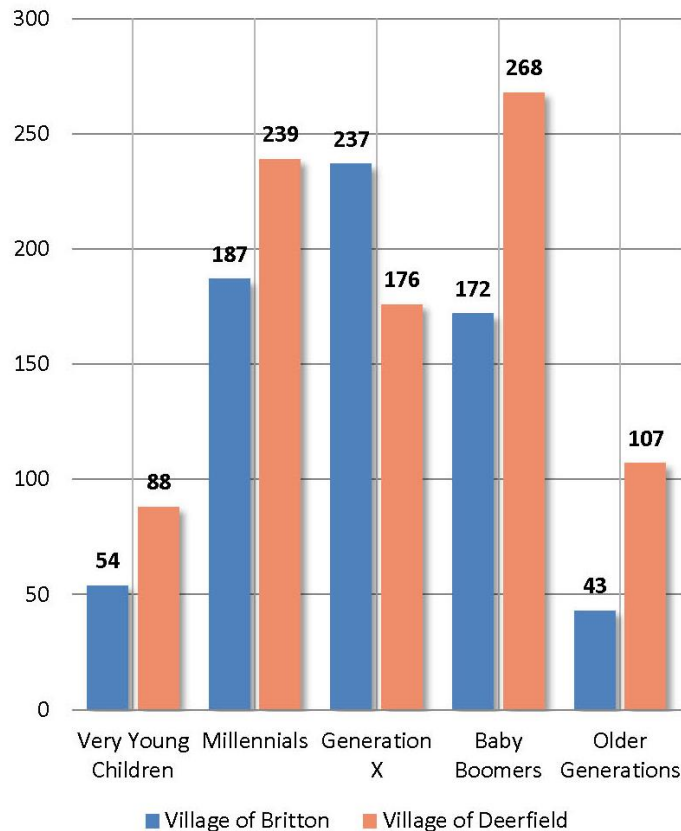


American Community Survey



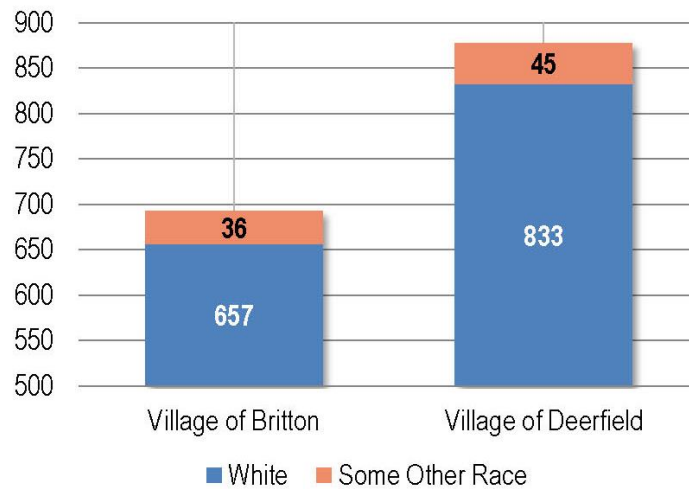
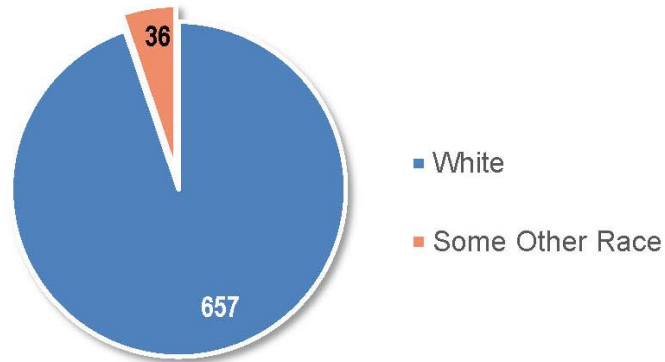
The use of estimates provided by the U.S. Census Bureau's American Community Survey (ACS) provides more up-to-date demographics. Reporting jurisdictions the size of the Village of Britton are provided five-year average estimates on a regular basis. The reporting period available and utilized for this plan is 2009-2013.

Generations



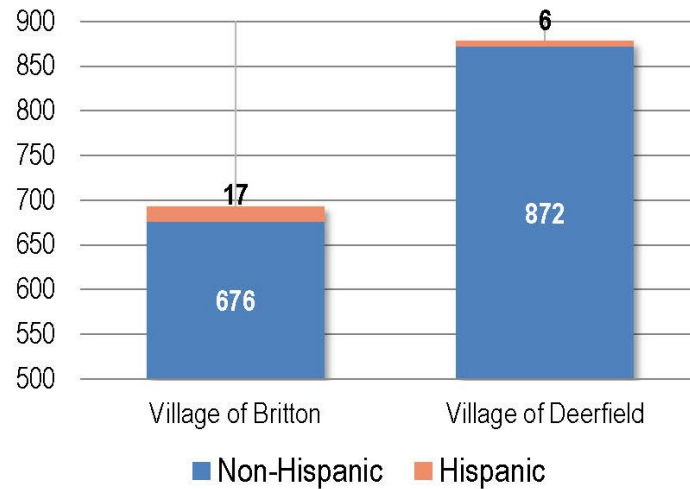
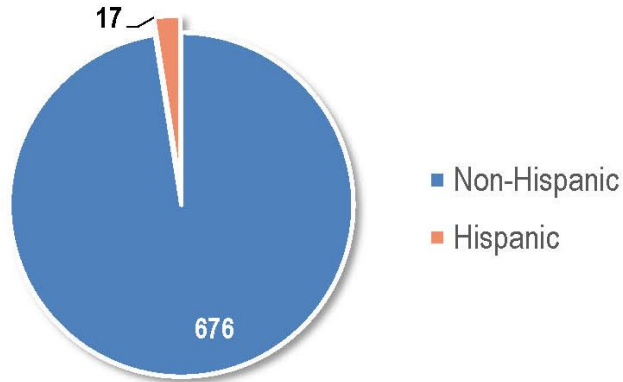
- Britton
 - 'Generation X' (people between 25 and 44 years of age in 2010) were the largest age group in the Village with 34.2% of the population.
 - 'Millennials' (people between 5 and 24 years of age in 2010) were the second largest age group in the Village with 27.0% of the population.
 - 'Baby Boomers' (people between 45 and 64 years of age in 2010) were the third largest age group in the Village with 24.8% of the population
 - 'Very Young Children' (people less than 5 years of age in 2010) only accounted for 7.8% of the Village's population.
 - 'Older Generations' (people 65 years of age or older in 2010) only accounted for 6.2% of the Village's population.
 - The median age of the population was 33.1 years.
- Deerfield
 - The median age of the population was 39.4 years.

Race



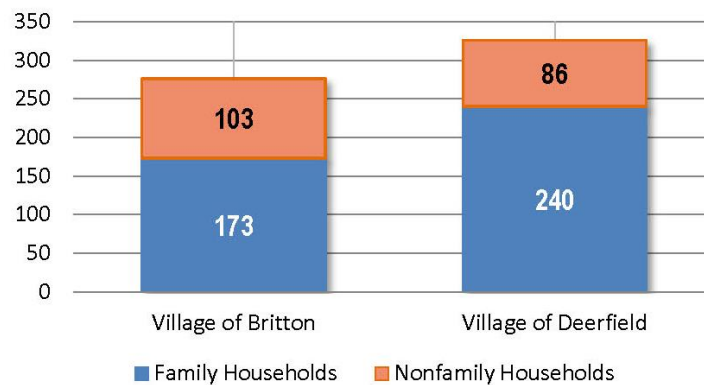
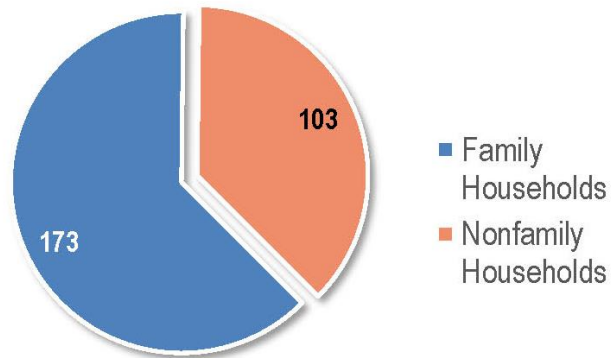
- Britton
 - The Village had a very homogeneous population.
 - The population was 94.8% white, with racial minorities comprising only 5.2% of residents.
- Deerfield
 - Deerfield's population was 94.9% white

Ethnicity



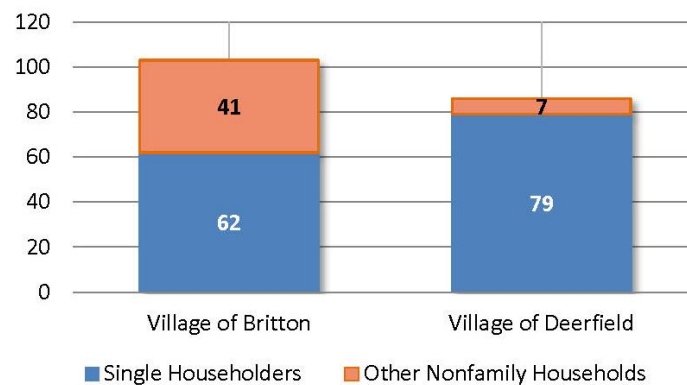
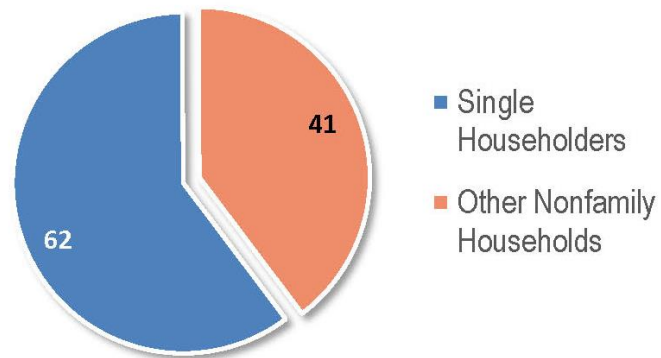
- Britton
 - The Village had a very homogeneous population.
 - The population was only 2.5% Hispanic (Latina/Latino), with non-Hispanics comprising 97.5% of residents.
- Deerfield
 - Non-Hispanics comprised 99.3% of Deerfield's population

Households (HHs)



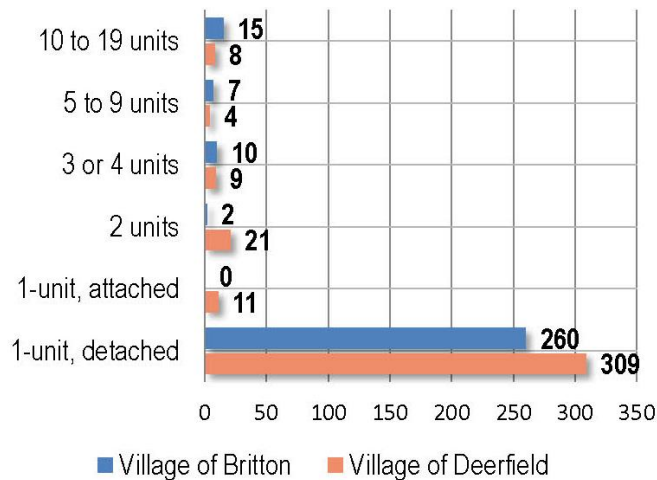
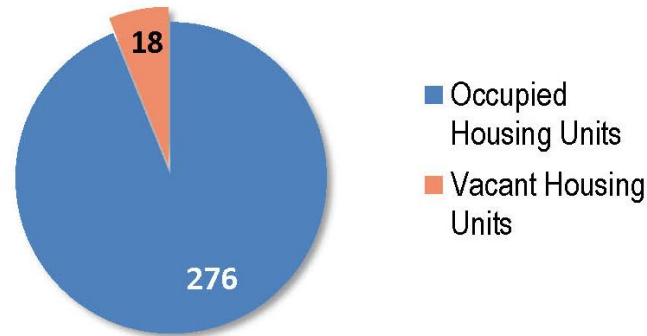
- Britton
 - The Village has a 276 households.
 - Average household size was 2.51 people
 - Family Households
 - Families comprised 62.7% of households
 - Married couples comprised 72.3% of family households
 - The average family size was 3.02 people
- Deerfield
 - Deerfield has 326 households with and average size of 2.69 people
 - Families comprised 73.6% of households with and average size of 3.16 people

Nonfamily HHs



- Britton
 - The Village has a 276 households.
 - Average household size was 2.51 people
 - Nonfamily Households
 - Nonfamilies comprised 37.3% of households
 - Single householders comprised 60.2% of nonfamily households
- Deerfield
 - Deerfield has 326 households with an average size of 2.69 people
 - Nonfamily households comprised 26.4% of households

Housing Units



- Britton
 - The Village has 294 housing units
 - The majority of housing units are occupied, with only a 6.1% vacancy rate
 - At 88.4%, detached single-family homes comprised the vast majority of housing units.
 - Dwellings in duplexes comprised 0.7% of housing units
 - Dwellings in buildings with 3-9 units comprised 5.8% of housing units
 - Dwellings in a building with 10-19 units comprised 5.1% of housing units

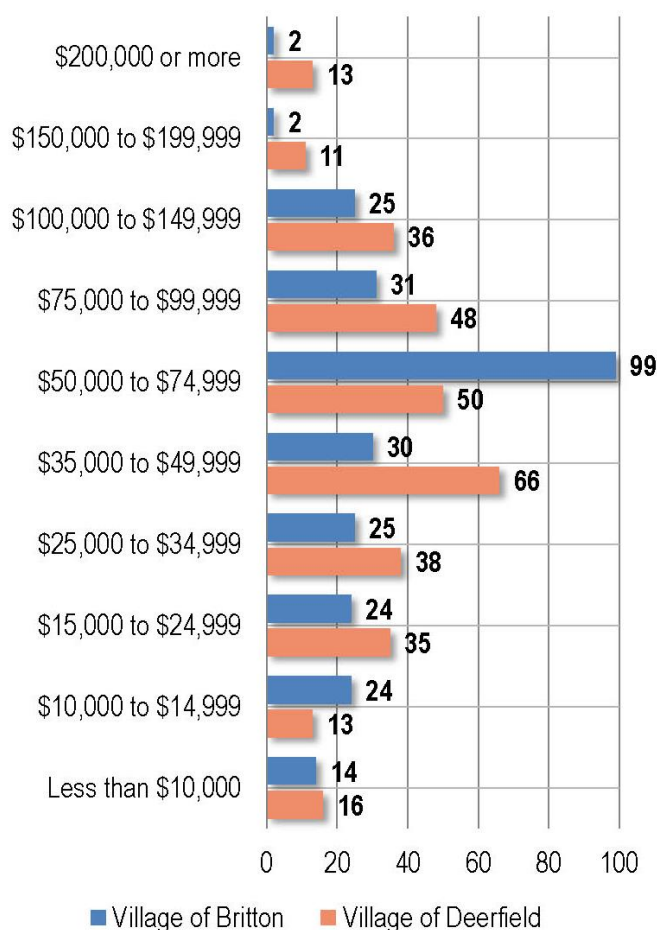
There is a potential need to add different housing types in order to attract a larger, younger, and more diverse population

Conducting a Target Market Analysis (TMA) will identify the potential market for different types of housing

Zoning changes (i.e., use and dimensional) may be needed

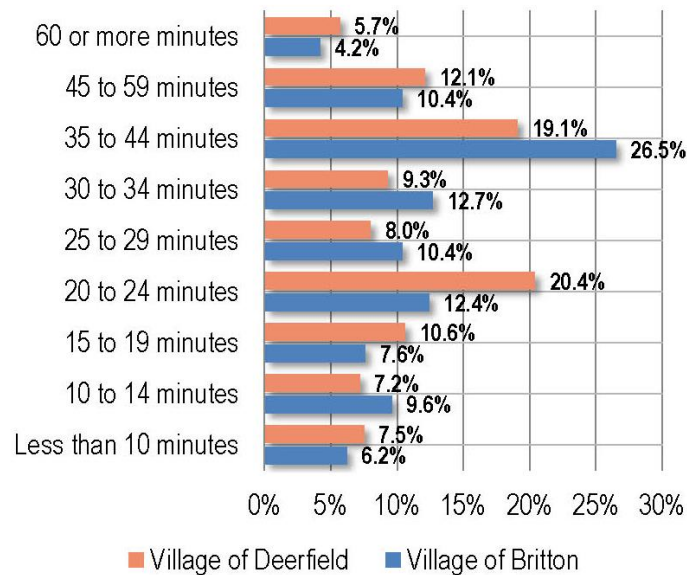
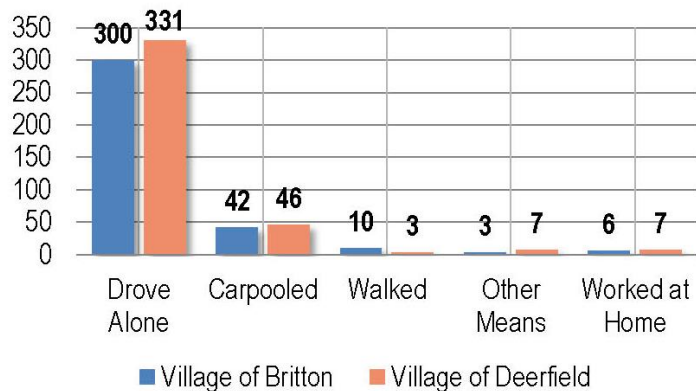
- Deerfield
 - Deerfield has 362 units with a vacancy rate of 9.9%
 - Single-family detached homes comprised 85.4% of housing units

Household Income



- Britton
 - Annual median household income in the Village was \$51,944 and annual mean household income was \$54,249
 - 22.5% of households had an income of less than \$25K
 - 19.9% of households had an income of \$25K-\$49K
 - 47.1% of households had an income of \$50K-\$99K
 - 10.5% of households had an income of \$100K or more
 - Annual per capita income in the Village was \$21,855
- Deerfield
 - Annual median household income in Deerfield was \$48,611 and annual mean household income was \$64,546
 - Annual per capita income in Deerfield was \$24,066
- Lenawee County
 - Annual median household income in Lenawee County was \$47,766 and annual mean household income was \$57,679
 - Annual per capita income in Lenawee County was \$22,395

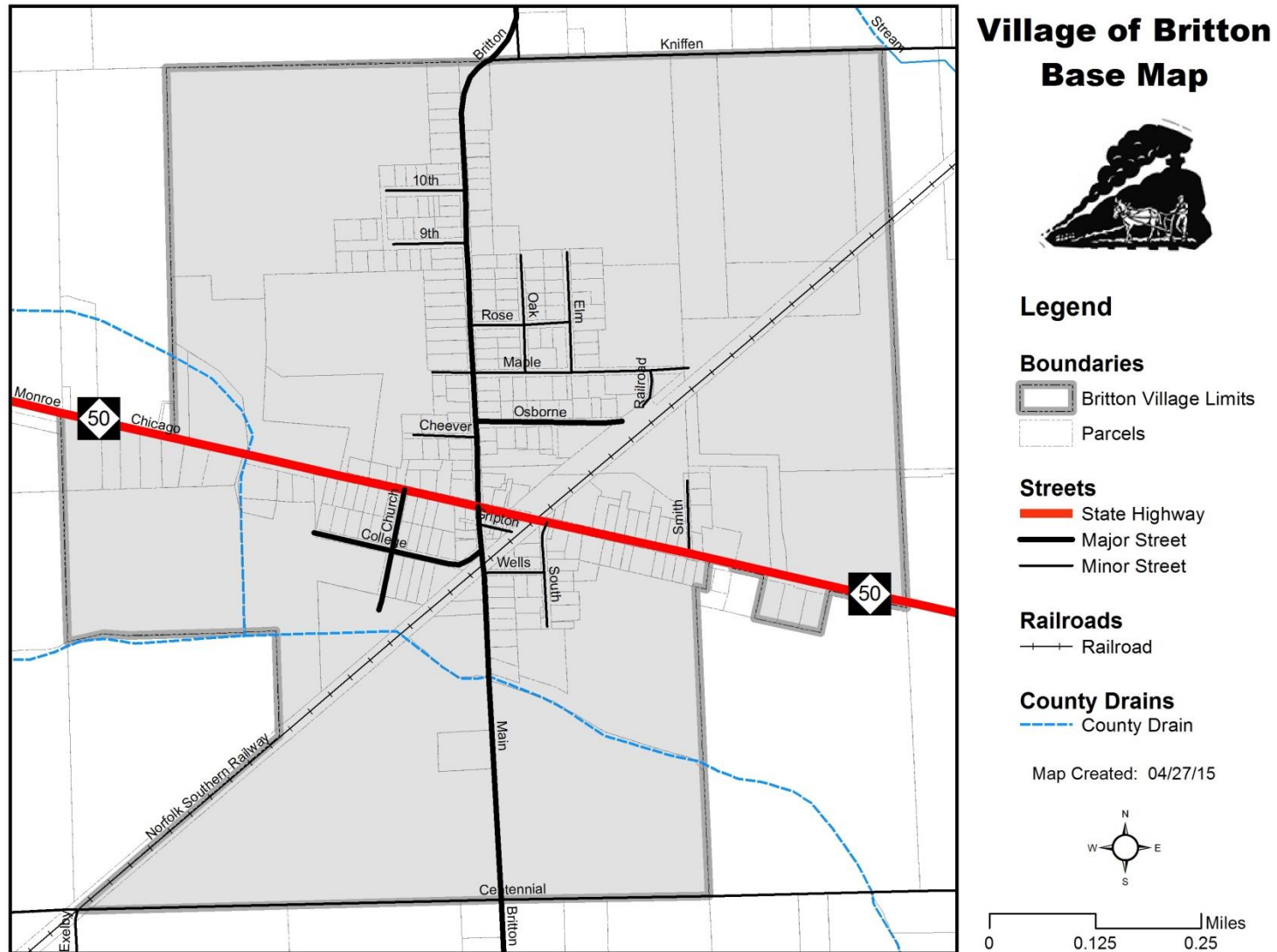
Commute to Work

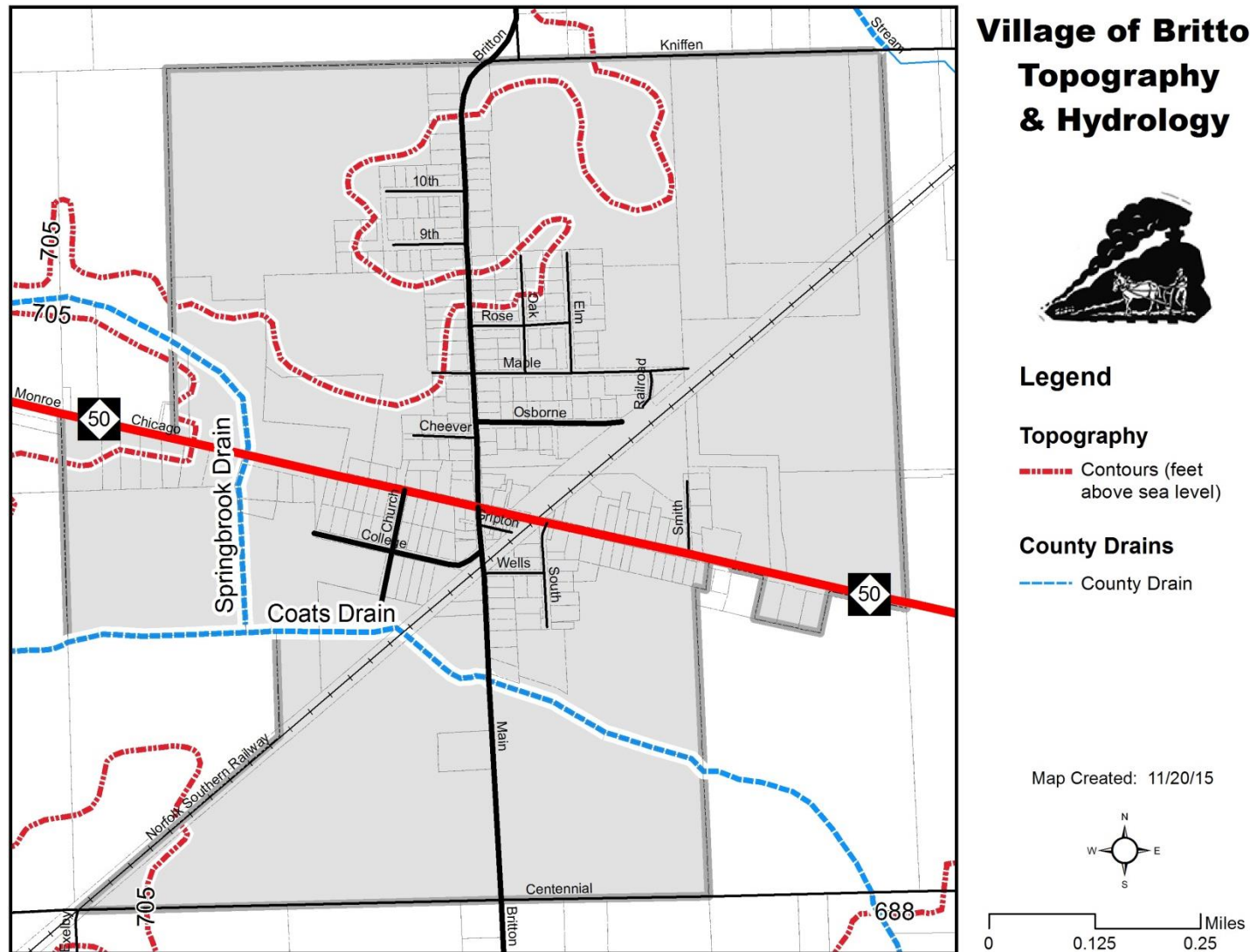


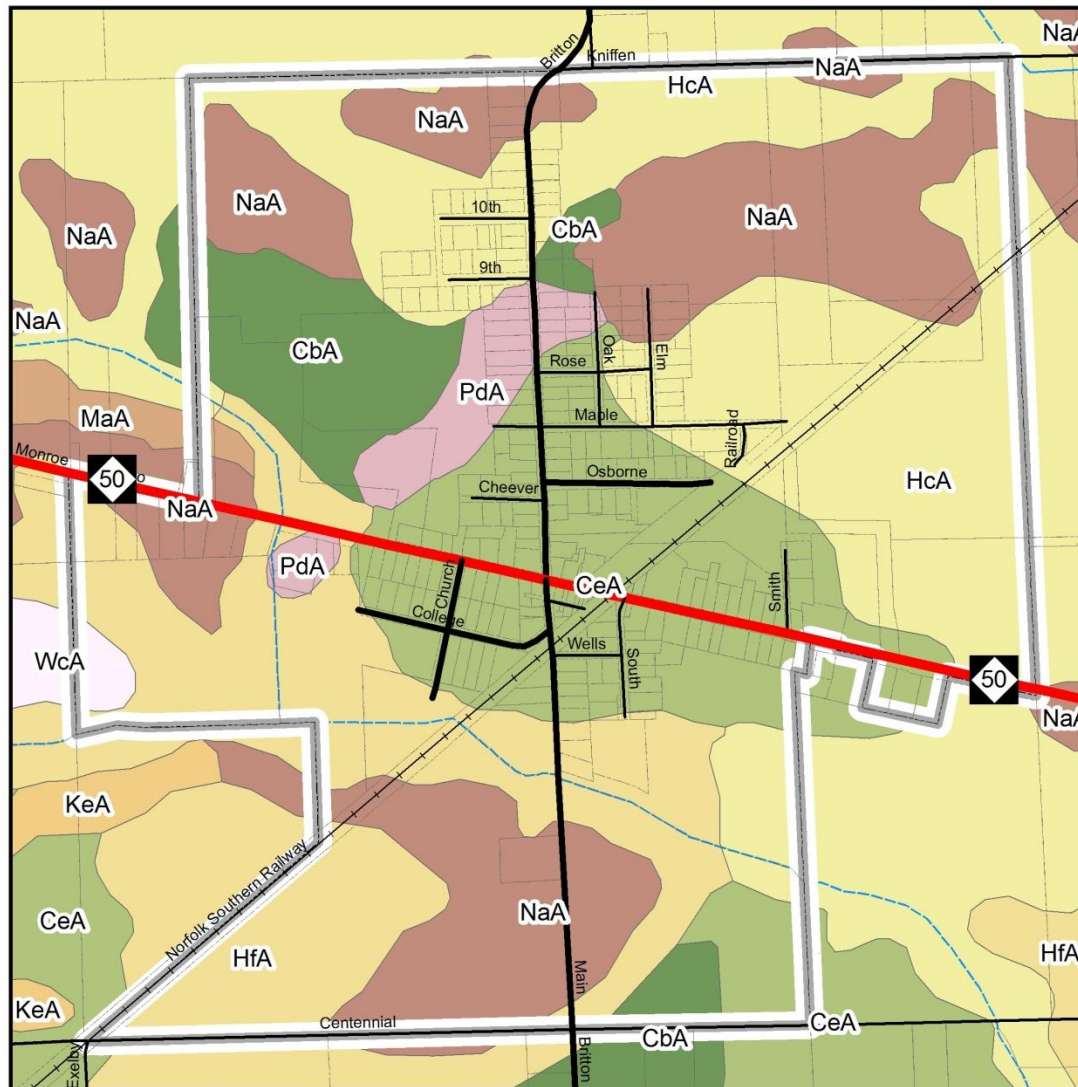
- Britton
 - Workers Mode of Travel
 - 83.1% of commuters drove alone
 - 11.6% of commuters carpoled
 - 3.6% of commuters walked or used some other means to get to work
 - 1.7% of workers worked at home.
 - Travel Time
 - Mean travel time to work was 30.0 minutes.
 - 46.2% of workers traveled less than 30 minutes
 - 49.6% of workers traveled 30-59 minutes
 - 4.2% of workers traveled 60 or more minutes
- Deerfield
 - 84.0% of commuters drove alone
 - Mean travel time to work was 28.1 minutes

APPENDIX B
VILLAGE OF BRITTON MAPS









Village of Britton Soil Types



Legend

Soils

	CbA		MaA
	CeA		NaA
	HcA		PdA
	HfA		WcA
	KeA		

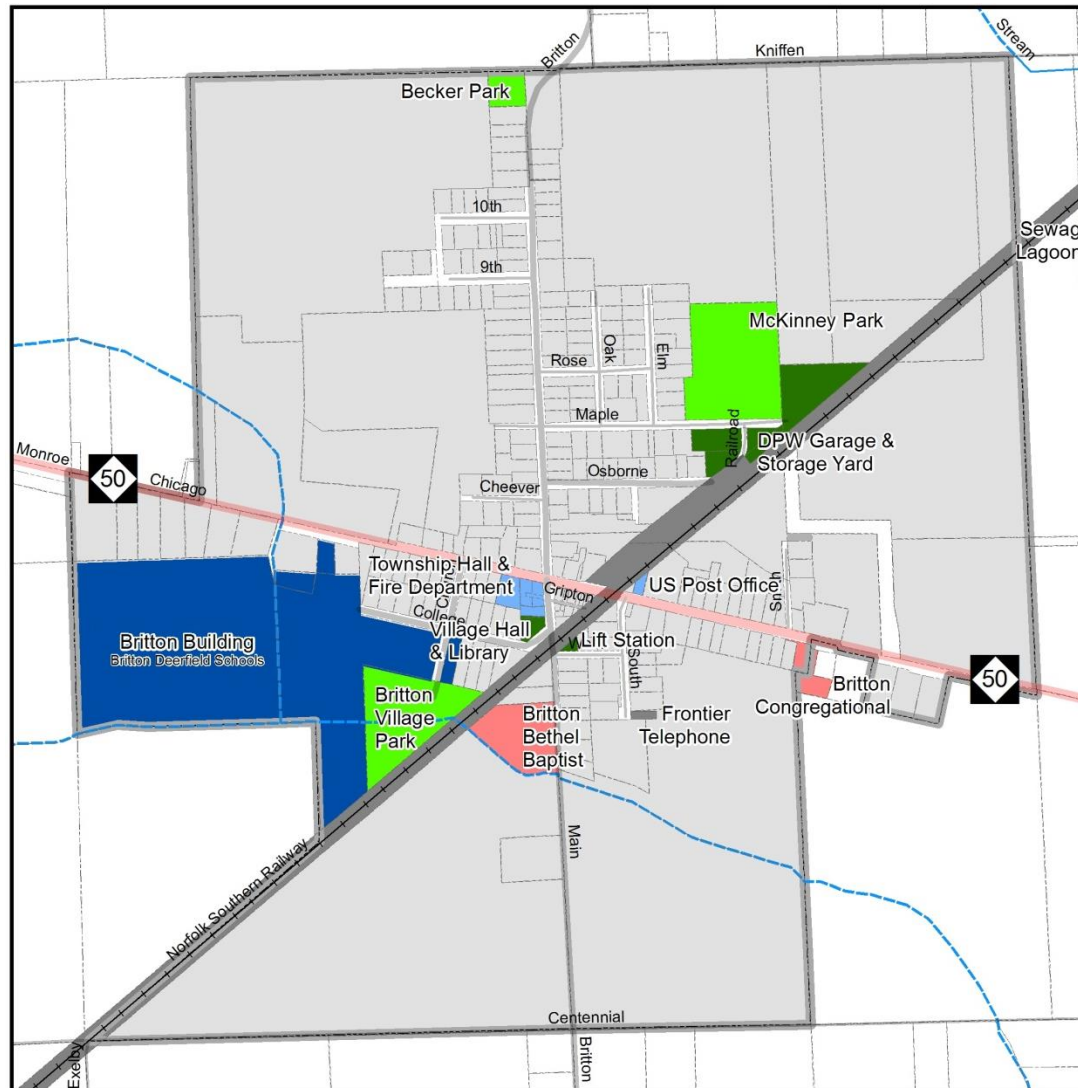
Source: Soil Survey of Lenawee County,
Michigan

Note: Descriptions of each soil type
are located on Page 12

Map Created: 11/20/15



0 0.125 0.25 Miles



Village of Britton Facilities and Services Map



Legend

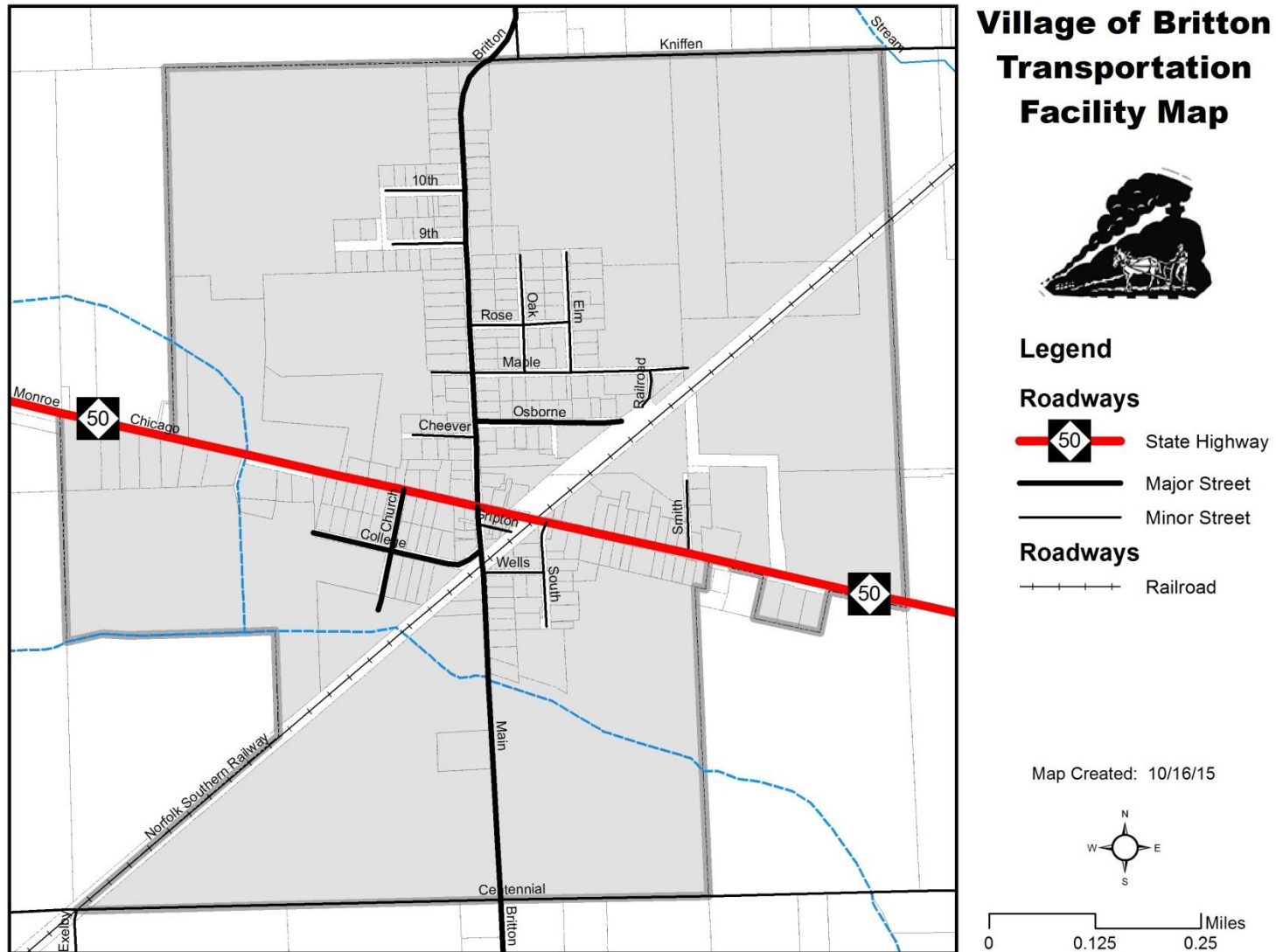
Facilities

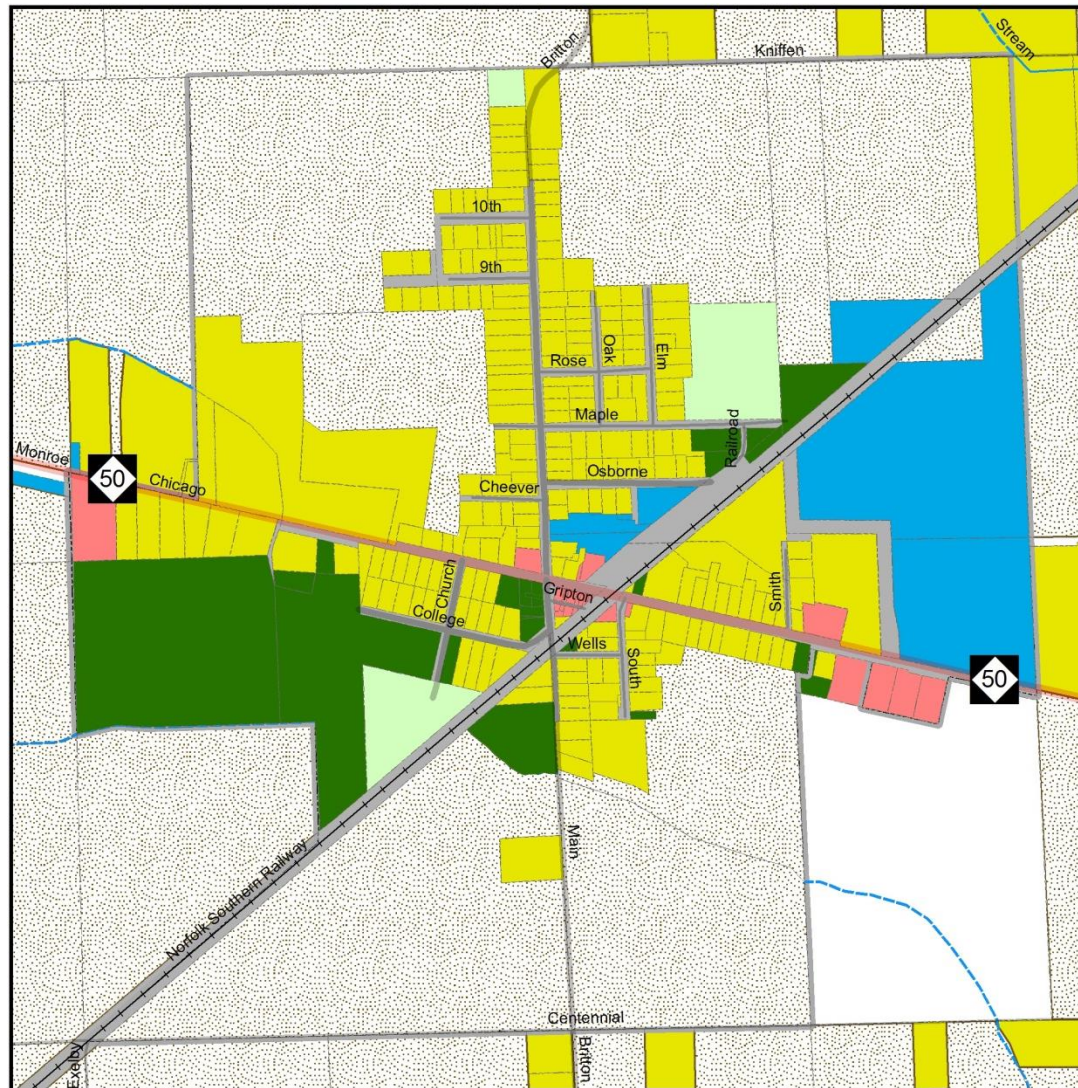
- Village
- Village Parks
- School Campus
- Township & Federal
- Churches
- Private Utilities

Map Created: 10/16/15



0 0.125 0.25 Miles





Village of Britton Existing Land Use Map



Legend

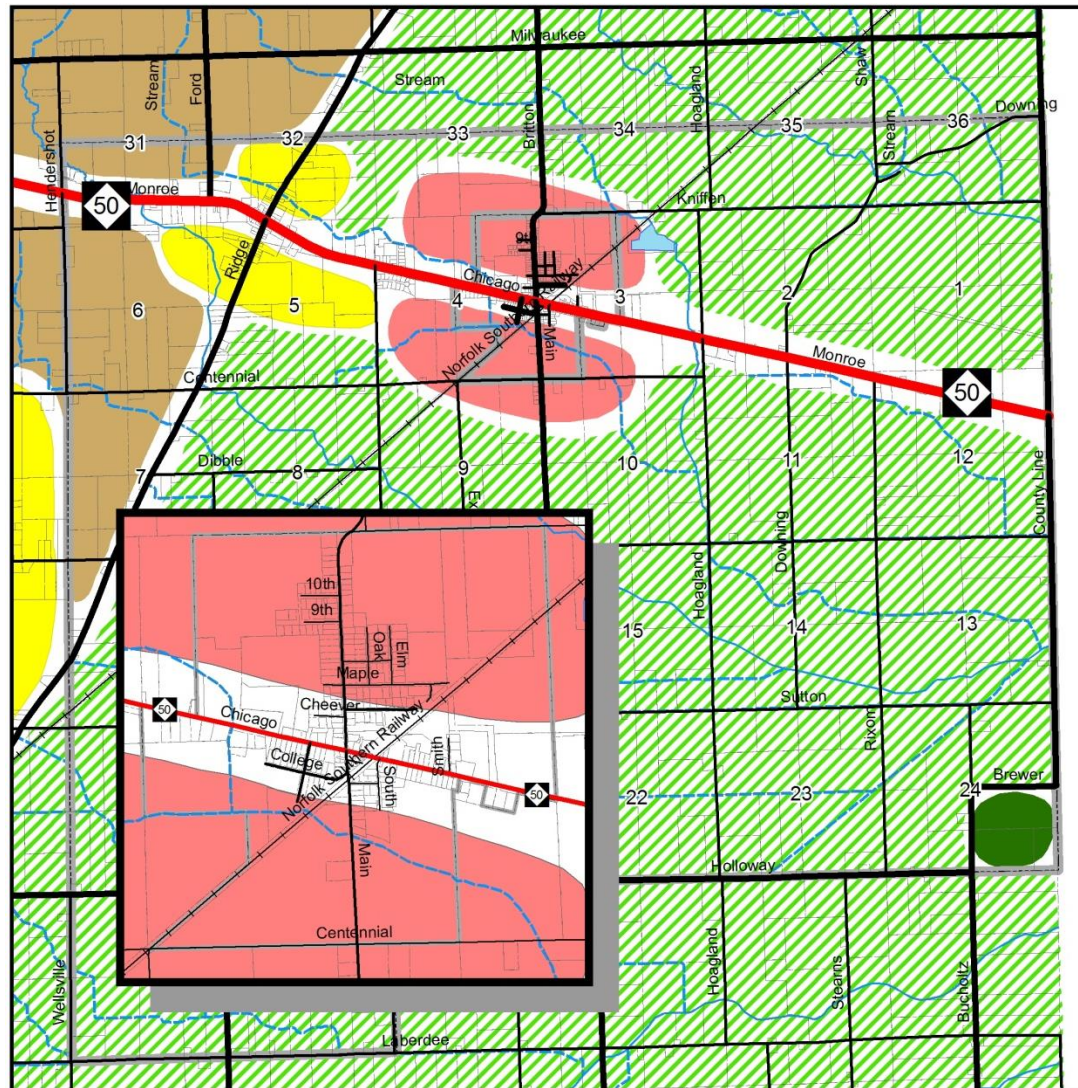
- Agricultural
- Residential
- Commercial
- Industrial
- Institutional
- Parks
- Rights-of-Way (ROW)
- Vacant

The map was created using property assesment data from Lenawee County GIS and revised by the Britton Planning Commission and R2PC Staff

Map Created: 10/16/15



0 0.125 0.25 Miles



Village of Britton Countywide Future Land Use Map



Legend

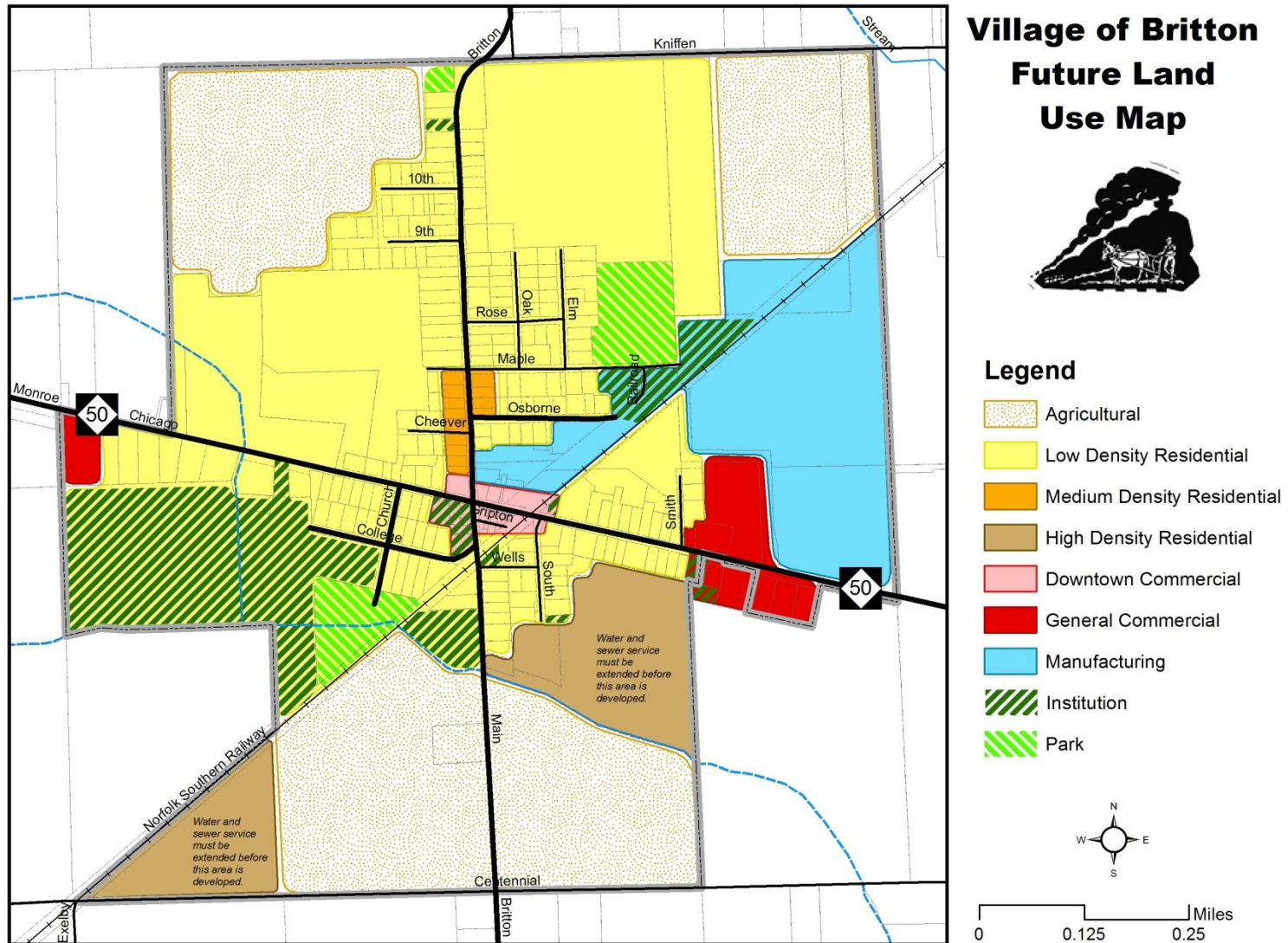
Categories

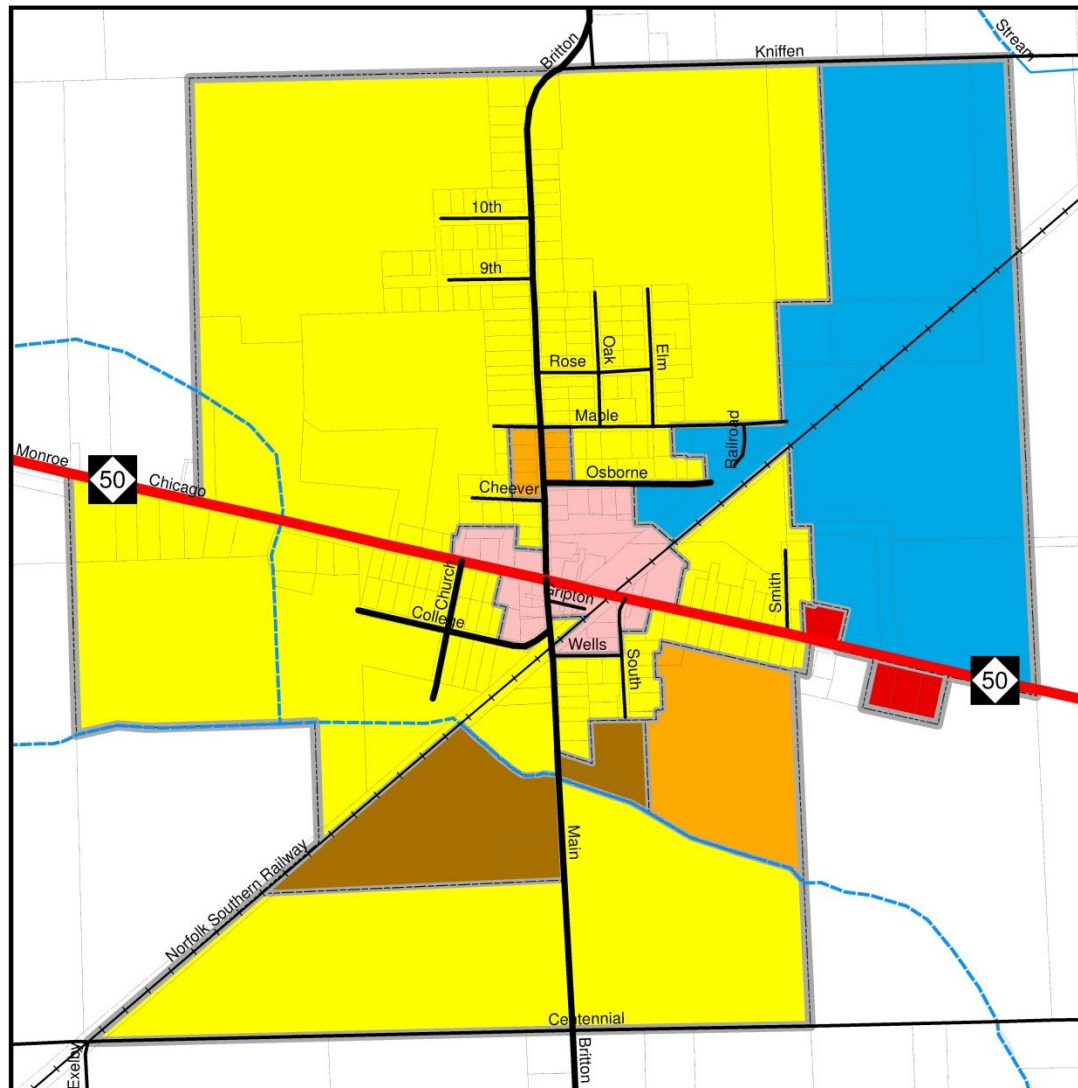
- Agricultural
- Intensive Agricultural
- Low Intensity Development
- Intensive Development
- Parks

Map Created: 10/15/15



0 0.75 1.5 Miles





Village of Britton Zoning Map



Legend

Zoning Districts

- RA-1 Single-Family Residential
- RA-2 Two-Family Residential
- RM Multi-Family Residential
- B-1 Central Business
- B-2 General Business
- M Manufacturing

Map Created: 05/03/16



0 0.125 0.25 Miles



Village of Britton Aerial Map



Legend

Boundaries

- Britton Village Limits
- Parcels

Streets

- State Highway

County Drains

- County Drain

Map Created: 04/27/15



0 0.125 0.25 Miles

APPENDIX C
VILLAGE OF BRITTON ZONING PLAN



The Master Plan provides the legal basis for zoning in the Village of Britton. Accordingly, the Plan is required to contain a special plan element, known commonly as the Zoning Plan, by Michigan’s planning and zoning enabling acts. As noted in the Michigan Planning Guidebook (May 2008), “special plan elements are often prepared to establish a legal basis for a local regulation, such as a zoning plan to serve as the basis for zoning regulations.”

The MPEA — the Michigan Planning Enabling Act (PA 33 of 2008), as amended — requires “a zoning plan for the various zoning districts controlling area, bulk, location, and use of buildings and premises” because the Village of Britton has an adopted zoning ordinance. The MZEA —the Michigan Zoning Enabling Act (PA 110 of 2006), as amended— requires the planning commission to adopt and file with the village council “a zoning plan for the areas subject to zoning” in Britton. Finally, the MPEA also requires the Zoning Plan to “include an explanation of how the land use categories on the future land use map relate to the districts on the zoning map”.

Zoning Districts

Article III of Chapter 30, Zoning (i.e., the Zoning Ordinance), of the Code of Ordinances for the Village of Britton established and defined the following zoning districts (please see the Zoning Map):

Single-Family Residential District, RA-1

- (a) The RA-1, single-family residential district is established to provide for residential areas at an urban density of development. The RA-1, single-family residential district is designed to promote a predominantly urban character and will [aid] in protecting and preserving the existing character of the village.*
- (b) In pursuit of the above-stated purpose, lots are of a size that development can only be endorsed when urban services, such as sewer and water, are provided.*
- (c) This will encourage the maintenance of a suitable environment for residential and supportive uses.*

Two-Family Residential District, RA-2

The RA-2, two-family residential district is established to provide an area where such use may be established to [complement] existing land use where higher [but] limited density will not create an extensive detriment to prevailing or adjoining areas. As such, this zone will be considered the primary use.

Multiple-Family Residential District, RM

The RM, multiple-family residential district is established to provide for more intensive residential use of land. A variety of dwelling types are accommodated including: duplexes, townhouses, row houses, terrace and garden apartments, and condominiums. The RM, multiple-family residential district is to be used only in those areas of the village which are served by public water and sanitary sewer facilities. By providing for higher intensity development through a multiple-family residential district, open space and natural features can be preserved for visual relief and enhancement.

Central Business District, B-1

The B-1, central business district is designed solely for the convenience shopping of persons residing in adjacent residential areas, to permit only such uses as are necessary to satisfy those limited basic shopping and/or service needs which by their very nature are not related to the shopping pattern of the comparative center.

General Business District, B-2

The B-2, general business district is designed to cater to the needs of a larger consumer population than served by the restricted B-1, central business district and for transient motoring traffic. The B-2, general business district is intended to be located at freeway interchanges and other major road intersections, as designated on the village land use plan. Furthermore, these uses should be concentrated so as to avoid undue congestion of feeder streets by reducing the number of entrances and exits onto major thoroughfares to promote smooth traffic flow at freeway interchanges and major road intersections, the protection of adjacent properties in other zones from the adverse influence of traffic, and to avoid strip commercial development.

Manufacturing District, M

The M, manufacturing district is established to provide for light, primary industrial uses. Provisions of the M, manufacturing district ensures that these essential industrial facilities are kept from encroaching in areas or districts where they would be incompatible. All activities carried on within the manufacturing district shall be subject to limitations placed upon the amount of noise, smoke, glare, traffic and industrial effluent which shall be produced as a result of that activity.

Dimensional Standards

The following bulk, height, and setback restrictions for each district are included in Article III of Chapter 30, Zoning (i.e., the Zoning Ordinance), of the Code of Ordinances for the Village of Britton:

Schedule of Regulations Limiting Height and Bulk of Buildings and Area by Land Use											
Zoning Use Districts	Minimum Lot Size Per Unit ^{A,F}			Maximum Height of Buildings		Minimum Yard Setback Dimensions (in feet)				Minimum Floor Area Per Dwelling Unit (in square feet)	Maximum Lot Coverage (percent)
	Area in Square Feet	Minimum		In Stories	In Feet	Front	Sides		Rear		
		Width	Depth				Least 1	Total 2			
RA-1, Single-Family	12,000	80			35	25 ^{B,G}	10	20 ^D	35	750 ^C	30
RA-2, Two-Family	12,000	80			35	25 ^{B,G}	10	20 ^D	35	750 ^C	30
RM. Multiple-Family											
Two-family, duplex	14,000	120			35	25 ^{B,G}	10	^{D,I,L}	35	720 ^C	30
Row house, townhouse, terrace, condominium	20,000			2½	35	35 ^{B,G}	10 ^J	25 ^{J,L}	35	800 ^{K,C}	35
Apartment	20,000 ^N			2½	35	35 ^B	10 ^J	25 ^{J,L}	35	^{M,C}	
Mobile Home Park ^E	5 Acres			2	25						
B-1, Central Business	—			2	35	25 ^G	5 ^H	15 ^H	25 ^I	—	—
B-2, General Business	20,000			2	35	35	10	25	35	—	—
M, Manufacturing	30,000			2	60	40 ^O	20 ^O	40 ^O	40 ^O	—	—

^A In determining required yard spaces and lot area for all land uses in any zoning district, the determination of such yard spaces shall be the distance from the building or structure on the lot to the nearest lot line. For those lots adjacent to a major or secondary thoroughfare or collector street, identified on the county's master plan for thoroughfare as a federal, state, county, or village road, the yard spaces shall be measured from the proposed future right-of-way lines for such thoroughfare to the building or structure on a lot or parcel of land. The follow-

ing right-of-way shall be observed for the purpose of determination of lot area and yard spaces in the village. Rights-of-way for all other public roads or streets within a platted subdivision shall be at least 66 feet, unless platted for less than a 66-foot right-of-way in which case the platted width shall apply, providing not less than a 50-foot right-of-way shall be reserved.

- ^B *In all residential districts, the required front yard shall not be used for off-street parking, loading, or unloading, and shall remain as open space unoccupied and unobstructed from the ground upward except for landscaping, plant materials or prepared vehicle access drives.*
- ^C *The minimum floor area per dwelling unit shall not include areas of basements, breezeways, unenclosed porches, terraces, attached garages, attached sheds or utility rooms.*
- ^D *In the RA-1, RA-2 and RM residential districts, the width of side yards, which abut upon a street on the same side or on the opposite side of the same block, upon which other residential lots front, shall not be less than the required front yard for said homes which front upon said side street.*
- ^E *See section 30-387 for mobile home park development standards.*
- ^F *All publicly owned buildings, public utility buildings, telephone exchange buildings, electric transformer stations and substations, and gas regulator stations necessary to provide essential services to the area by governmental units or public utilities will be permitted on lots having the minimum yard setback, and maximum lot coverage (in percent) requirements set forth in the RA-1 district of this chapter and with a minimum lot size (in area) of 15,750 square feet.*
- ^G *Where an existing front setback has been established by existing office, commercial, or residential buildings occupying 40 percent or more of the frontage within the same block, such established setback shall apply.*
- ^H *Side yards are not required along interior side lot lines if all walls abutting or facing such lot lines are of fireproof masonry construction and entirely without windows or other openings. A side yard of 20 feet is required on all corner lots and whenever adjacent to a residential district.*
- ^I *No rear yard is required in the B-1 district where the rear property line abuts upon a 20-foot alley, but where no alley exists, a rear yard of not less than 20 feet shall be provided.*
- ^J *Row houses, terraces, townhouses, and condominiums may share common sidewalls, provided such walls are of approved fireproof and soundproof construction in all areas in which they are constructed in common.*
- ^K *Minimum floor area for such dwelling units shall be 800 square feet in a three-bedroom unit and 600 square feet in a two-bedroom unit.*

^L Every lot on which an apartment dwelling is erected shall be provided with a side yard on each side of such lot. Each side yard shall be increased by one foot for each ten feet or part thereof by which length the multiple dwelling exceeds 40 feet in overall dimension along the adjoining plot line.

^M The required minimum floor area for apartment dwelling units shall be as follows:

- | | | | |
|--------------------|-----------------|-----------------------|-----------------|
| • Efficiency unit | 450 square feet | • Three-bedroom unit | 900 square feet |
| • One-bedroom unit | 600 square feet | • Additional bedrooms | 150 square feet |
| • Two-bedroom unit | 750 square feet | | |

^N Each apartment structure shall occupy a lot comprising not less than 20,000 square feet, provided that additional lot area shall be required for each dwelling unit contained within each apartment structure as follows:

- | <u>Dwelling Unit</u> | <u>Additional Lot Area</u> | <u>Dwelling Unit</u> | <u>Additional Lot Area</u> |
|----------------------|----------------------------|-----------------------------|----------------------------|
| • Efficiency unit | 1,500 square feet | • Three-bedroom unit | 4,000 square feet |
| • One-bedroom unit | 2,000 square feet | • Extra bedroom, over three | 1,000 square feet |
| • Two-bedroom unit | 3,000 square feet | | |

^O Those sides of a parcel within an M district which abut an RA-1, RA-2, or B-1 district shall be provided with a 20-foot greenbelt. Said greenbelt shall be completely obscuring and shall be subject to the approval of the building inspector.

Rezoning Criteria

The most common zoning application of the Master Plan is during the rezoning process. Accordingly, a rezoning should be required to meet set criteria in order to be considered consistent with the Master Plan:

- Is the proposed rezoning consistent with the policies and uses proposed for that area in the Village's master plan?
- Will all of the uses allowed under the proposed rezoning be compatible with other zones and uses in the surrounding area?
- Will any public services and facilities be significantly adversely impacted by a development or use allowed under the requested rezoning?
- Will the uses allowed under the proposed rezoning be equally or better suited to the area than uses allowed under the current zoning of the land?

Relationship to the Future Land Use Map

The remainder of this element equates the various Zoning Districts included on the Zoning Map with the various land use categories included on the Future Land Use Map.

Agricultural

Agricultural areas are addressed generally on the Future Land Use Map. The following zoning district equates to those areas:

- The Zoning Ordinance does not currently contain an agricultural district. The Village should create the Agricultural District, AG.

Residential

The following residential areas are included on the Future Land Use Map:

- **Low Density Residential** — Low-density residential areas are addressed generally on the Future Land Use Map. The following zoning district currently equates to those areas:
 - Single-Family Residential District, RA-1
- **Medium Family Residential** — Medium density residential areas are addressed generally on the Future Land Use Map. The following zoning district currently equates to those areas:
 - Two-Family Residential District, RA-2
- **High Density Residential** — High-density residential areas are addressed generally on the Future Land Use Map. The following zoning districts currently equate to those areas:
 - Multiple-Family Residential District, RM

Commercial

The following commercial areas are included on the Future Land Use Map:

- **Downtown Commercial** — Downtown commercial areas are addressed generally on the Future Land Use Map. The following zoning district equates to those areas:
 - Central Business District, B-1
- **General Commercial** — General commercial areas are addressed generally on the Future Land Use Map. The following zoning district equates to those areas:
 - General Business District, B-2

Manufacturing

Manufacturing areas are addressed generally on the Future Land Use Map. The following zoning district equates to those areas:

- Manufacturing District, M

Institutions and Parks

The following institutions and parks are included on the Future Land Use Map:

- **Parks** — Parks are addressed generally on the Future Land Use Map. However, no zoning district equates to parks.
- **Institutions** — Institutions are addressed generally on the Future Land Use Map. However, no zoning district equates to institutions.

APPENDIX D
CAPITAL IMPROVEMENTS PROGRAM



What is a Capital Improvements Program?

“Capital improvements are those physical facilities which involve a substantial investment and last a long time . . . as opposed to the operating expenses that occur during the same year they are budgeted.” Examples of capital improvements include: municipal buildings (e.g., Township Halls, fire stations, etc.), parks and recreation facilities, streets and alleys, and utilities (e.g., water and sewer lines). A capital improvements program (CIP) is a six-year prioritized listing of those projects along with the following information: location, date of construction, cost, means of financing, sponsor, and relationship to other facilities (if pertinent). The CIP “is updated annually with the first year being the current year capital budget” according to the Michigan Planning Guidebook (May 2008).

Why Prepare a Capital Improvements Program?

Section 65 of the MPEA —the Michigan Planning Enabling Act (PA 33 of 2008, MCL 125.3865), as amended— requires that the Village of Britton “annually prepare a capital improvements program of public structures and improvements,” upon the adoption of this Master Plan. The CIP shows “those public structures and improvements, in the general order of their priority, that in the commission’s judgment will be needed or desirable and can be undertaken within the ensuing 6-year period . . . [and] shall be based upon the requirements of the [Village] for all types of public structures and improvements. Consequently, each agency or department of the [municipality] with authority for public structures or improvements shall upon request furnish the Planning Commission with lists, plans, and estimates of time and cost of those public structures and improvements.”

Of course, there are also benefits to developing and maintaining a CIP. Chief among those benefits is the coordination of seemingly disparate projects. For example, water and sewer projects can be coordinated with street paving projects eliminating the potential for streets to be repaved, only to be torn up to for a water or sewer project two or three years later. It is also important to note that “plans for new public works that are identified in the [Master Plan can] actually come to fruition through the CIP” and to ensure that “new public facilities are built in locations and consistent with the public policy for development in particular areas or neighborhoods as spelled out in the” Plan, according to the Michigan Planning Guidebook.

Developing a Capital Improvements Program

The following information should be used to develop the capital improvements program (CIP) upon the completion of the Master Plan:

Establishing Objective Criteria

“Without objective criteria, the [capital improvements process (CIP)] can quickly break down into a strictly political process where those agencies or neighborhoods with more political or fiscal resources (or both) will run roughshod over smaller agencies or weaker neighborhoods,” according to the Michigan Planning Guidebook, and simply ranking proposed projects as ‘urgent,’ important,’ or ‘desirable’ “leave room for disagreement in determining priority. More robust criteria are often used first to examine each project:”

- Does the proposed facility address a risk to public safety or health?
- Is the current facility deteriorated or unsafe?
- Is the proposed facility part of a systematic replacement program?
- Will the proposed facility result in improvement of operating efficiency?
- Is the proposed facility necessary to:
 - Ensure the success of another capital improvement?
 - Meet a state or federal statutory or administrative requirement?
 - A court order?
 - A major public goal of the legislative body?
- Will the proposed facility result in the equitable provision of services or facilities to a part of the population with special needs?
- Will the proposed facility protect or conserve sensitive natural features or natural resources or the air or water quality of the Village of Britton?
- Will the proposed facility protect the investment in existing infrastructure from becoming over capacity?
- Will the proposed facility result in a new or substantially expanded facility to provide a new service or new level of service in Village of Britton?

The adjacent criteria are recommended for larger governments with the potential for many projects. The criteria used for “small communities with few projects may not be much more than ‘urgent,’ ‘important,’ or ‘desirable.’”

Those answers can then be used to place proposed facilities into groups based upon the following criteria:

- The proposed facility is urgent and fills a high priority need that should be met.
- The proposed facility is a high priority that should be done as funding becomes available.
- The proposed facility is worthwhile if funding is available (but may be deferred).
- The proposed facility is a low priority that is desirable but not essential.

Establishing a Process

The Michigan Planning Guidebook recommends that a medium or large-sized community create a special committee to advise its planning commission on the capital improvements program (CIP). The committee should be comprised of the chief elected or appointed official and representatives from the planning commission, the legislative body, and pertinent departments (e.g., engineering; finance; fire; parks, recreation and grounds; public works; purchasing; water, etc.). A total of eight steps are recommended for the development of a CIP:

- Prepare an inventory of all capital facilities.
- Rate the existing level of service for each infrastructure element.
- Identify the structure needs.
- Identify options to meet needs and cost estimates to all projects over the next six years.
- Prepare a draft CIP that includes a review of each project against the master plan and CIP prioritization criteria:
 - Establish financial capacity for financing public works proposals over the next six years.
 - Develop a project schedule for the next six years based on the ranking of selected projects and the availability of funding.
 - Select projects to be undertaken during the coming year which become the capital budget. The remaining projects become part of the capital improvements program for the subsequent five years.
 - Develop a project schedule for the next six years based on the ranking of selected projects and the availability of funding.
- After public review and hearing, the CIP is adopted by the legislative body with any agreed upon amendments.
- Implement current year of the CIP.
- Monitor projects and update the CIP annually.

The Michigan Planning Guidebook notes that “in smaller communities with few capital improvements,” such as the Village of Britton, the process can be simplified. “Each office, agency, or department responsible for public works is asked to submit proposed public works and the planning commission as a whole reviews and prioritizes them all —ensuring they are consistent with the master plan.”