



Date: 4/9/2026
To: City Commission
From: Kalla Langston-Weiss, City Clerk
Subject: DDA Plan Amendment- Transmittal and Required Next Steps

The Buchanan Downtown Development Authority (DDA) has approved a resolution transmitting an amendment to its Development Plan and Tax Increment Financing (TIF) Plan to the City Commission for consideration.

In its resolution, the DDA determined that the proposed amendment serves a public purpose and recommends that the City Commission proceed with adoption following the public hearing and statutory notice requirements outlined in the Recodified Tax Increment Financing Act (PA 57 of 2018).

Required Next Steps

Pursuant to MCL 125.4218 and 125.4219, the following procedures are required:

Notification Requirements

Before adopting an ordinance to approve an amendment, the governing body must provide notice of a public hearing at least 20 days prior to the hearing date through the following methods:

1. Notice must be published twice in a newspaper of general circulation in the municipality.
2. Notice must be posted in at least 20 conspicuous and public places within the downtown district.
3. Notice must be mailed to all property taxpayers of record in the downtown district.
4. Notice must be sent by certified mail to the governing body of every taxing jurisdiction that levies taxes subject to capture under the plan.

Consultation and Advisory Input

Before the public hearing, the governing body must provide a reasonable opportunity for affected taxing jurisdictions to meet and discuss the fiscal and economic implications of the amendment.

Public Hearing

The governing body must hold a public hearing where all interested persons have an opportunity to be heard and submit written communications. The hearing must allow for the "fullest opportunity" for expression of opinion and the introduction of pertinent documentary evidence.

Governing Body Determination and Approval

Following the hearing, the governing body must determine whether the amended plan constitutes a public purpose. If it does, the body may approve, reject, or approve the plan with modifications via ordinance. Approval is based on considerations such as:

1. Feasibility of the proposed financing.
2. Necessity of the development to carry out the Act's purposes.
3. In accordance with the municipality's master plan.
4. Adequacy of public services and utilities to serve the project area.

Summary

At this stage, the DDA has formally transmitted and recommended the amendment. The matter is now before the City Commission to initiate the required public hearing process, which has been tentatively scheduled for May 26, 2026, and ultimately determine whether to adopt the amendment by ordinance following that hearing.

Attachments

- Draft Notice
- Approved Resolution from the DDA