



102 South Huron Avenue, P.O. Box 580, Mackinaw City, Michigan 49701

Telephone: (231) 436-5351 Fax: (231) 436-4166

www.mackinawcity.org village@mackinawcity.org

**VILLAGE OF MACKINAW CITY
PLANNING COMMISSION**

NOTICE OF PUBLIC HEARING ON SPECIAL USE PERMIT

PLEASE TAKE NOTICE that an application has been made by Mackinaw Lakeshore Development, aka "Star Line Ferry" for a **SPECIAL USE PERMIT**. This Special Use Permit is required of the applicant under Section 23-134 of Mackinaw City Zoning Ordinance No. 138 to develop a currently undeveloped area to be used for seasonal Ferry Boat Parking. The property address is 701 S. Nicolet and 703 S. Nicolet, Mackinaw City, MI 49701. Parcel ID #'s are 012-W10-006-004-00 and 012-W10-006-001-00. The case number for this Special Use Permit is 2015-SUP-001.

A Public Hearing regarding the Special Use Permit will be held at a special meeting of the Mackinaw City Planning Commission on Thursday, May 12, 2016, at 7:00 p.m. within the Village Council Chambers located at 102 S. Huron Ave., Mackinaw City, MI 49701.

Written comments will be received at the Village Hall or by mail at the Village of Mackinaw City, PO Box 580, Mackinaw City, MI 49701, or by phone at (231) 436-5351.

Additional information regarding this application can be viewed at the Village Hall at the above address.

Please be prepared to present your case in detail and with all evidence at this hearing.

Paul Allers
Planning Commission Chair



NOTICE OF PUBLIC MEETING
COUNCIL CHAMBERS-VILLAGE HALL
102 South Huron Avenue
231-436-5351

7:00 P.M.

May 12, 2016

PUBLIC HEARING ON SPECIAL USE PERMIT

Star Line Ferry Special Use Permit 2015-SUP-001, Seasonal Ferry Boat Parking

AGENDA-SPECIAL MEETING
MACKINAW CITY PLANNING COMMISSION

- I. Call to Order/Welcome
- II. Roll Call
- III. Pledge of Allegiance
- IV. Approval of Minutes-April 28, 2016
- V. Public Comment
- VI. New Business
 - 1. Star Line Ferry 2015-SUP-001, Special Use Permit
 - 2. Star Line Ferry 2015-SP-004, Site Plan Review
- VII. Old Business
 - 1. Master Plan
 - 2. Capital Improvement Plan
- VIII. Commissioner Comments
- IX. Commissioner Calendar
 - 1. Regular Meeting May 26, 2016
- X. Adjournment

All communication, petitions, additions, etc. must be in the office of the Village Secretary by 12 o'clock noon on the Monday preceding the second and fourth Thursday of every month to be on the Agenda

**UNAPPROVED
MINUTES REGULAR PLANNING COMMISSION MEETING
MACKINAW CITY**

7:00 P.M.

April 28, 2016

I. CALL TO ORDER/WELCOME

Planning Commission Chair Paul Allers was present and called the meeting to order.

II ROLL CALL

Commissioner Present: Ronald Dye, Earl Taylor, Matt Cooley, Paul Allers, John Lemanski, and Mitch Montgomery.

Also present-Interm Zoning Director Fed Thompson Jr., and recording secretary Patty Pepler.

Vistors: Attached List

III. PLEDGE OF ALLEGIANCE

IV. APPROVAL OF MINUTES

Motion Cooley support Lemanski to approve the minutes of the regular meeting of February 25, 2016 with the following corrections: Lemanski absent and item A. under New Business, Cooley spelled incorrectly. Voice vote, motion carried unanimously.

V. PUBLIC COMMENTS: None

VI. NEW BUSINESS

A. Rebranding of the Recreation Center Presentation by Chris West.

Motion Allers support Montgomery to support the efforts of the rebranding on the Recreation Center. Voice vote, motion carried.

B. Starline Site Plan Review 2016-SP-001.

Motion Lemanski support Taylor to recommend to Village Council the approval Of Starline Site Plan 2016-SP-001. Voice vote, motion carried unanimously.

Discussion: 185 parking spaces, retail dedicated parking spaces, only tram to Use the east drive over bike path.

C. Shepler Site Plan Review 2016-SP-002.

Motion Dye support Allers to recommend to Village Council the approval of Shepler Site Plan 2016-SP-002. Voice vote, motion carried unanimously.

Discussion: approximately 20 parking spaces for staging parking valet.

D. Shepler withdrew request for Street End abandonment – E. Etherington St.

VII. OLD BUSINESS

A. Master Plan

Discussion: Read and write down correction and changes and bring to next meeting for input in the Master Plan.

VIII. COMMISSIONER COMMENTS

**UNAPPROVED
MINUTES REGULAR PLANNING COMMISSION MEETING
MACKINAW CITY**

7:00 P.M.

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April 28, 2016

IX. COMMISSIONER CALENDAR

A. Special Meeting May 12, 2016

- 1. Starline Special Use Permit 2016-SUP-001**
- 2. Master Plan**
- 3. Capital Improvement Plan**

X. ADJOURNMENT: 8:25 P.M.

Respectfully submitted:

Paul Allers; Chairperson

Patty Pepler, Recording Secretary

**SPECIAL USE PERMIT APPLICATION
VILLAGE OF MACKINAW CITY
102 S. Huron Avenue, Mackinaw City, MI 49701**

This application is necessary for your intended use in the zoning district your property is located in. This does not mean that your use is not permitted. Rather, it means that the general use you propose is acceptable, but that the nature of such development is one that the Village should take certain precautions within its review process.

Applicant Name: MACKINAW LAKESHORE DEVELOPMENT

Mailing address: 587 N STATE ST

City ST IGNACE State MI Zip 49781

Phone no: 800-638-9892 Cell: _____

Address of Development: 701 S NICOLET

Property Tax Id No.: 012-W10-006-004-00

Special Use: SEASONAL FERRY BOAT PARKING

Description of Development: _____

FOR USE AS A SEASONL FERRY BOAT PARKING AS PERMITTED

IN ORDINANCE 138, SECTION 23-134.

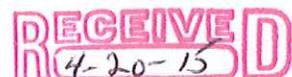
A notice of this application will be published. A public hearing will be held pursuant to the Zoning Ordinance.

Date: 4/16/2015



Signature Michael A. North

Print Name



**SITE PLAN REVIEW PROCEDURE
VILLAGE OF MACKINAW CITY
102 S. Huron Avenue, Mackinaw City, MI 49701**

1. Request estimated water and sewer connection fees from Village Staff.
2. The following items must be submitted to the Village by the 1st day of the month in which you would like to be on the Planning Commission agenda:
 - One copy of Site Plan (drawn by a registered Architect, Landscape Architect, Engineer or Professional Community Planner) in CAD or compatible format.
 - Application Sheet for Site Plan Review
 - Site Plan Review Checklist
 - Site Plan Review Fee
3. Site Plan to be reviewed by Village Staff.
4. Plan preparer will be notified of any necessary modifications.
5. One copy of revised site plan may be required to be sent to: C2AE, Attn: Larry Fox, at 123 West Main Street, Suite 200, Gaylord, MI 49735. This is at Village Staff's direction and will be at the expense of the applicant.
6. Plan preparer will be notified of additional modifications.
7. Applicant shall provide 9 printed copies (one set sealed) of modified site plan no later than 7 days prior to the next regularly scheduled Planning Commission meeting.
8. Site Plan review by Planning Commission with approval, and/or required plan modifications, or denial recommendation to Village Council.
9. Plan prepared will be notified of Planning Commission's required modifications.
10. Applicant shall provide a computer file in an AutoCAD (.dwg) or compatible format of final plan to the Village Hall by 9:00 a.m. the Monday following the regularly scheduled Planning Commission meeting. If plans are not submitted on time, they will not be heard by the Village Council at their next regularly scheduled meeting.
11. Site Plan Review by Village Council. Applicant will provide 7 printed copies of the modified site plan before noon on the Tuesday before the next Council meeting.
12. Any professional plan review costs, i.e. engineer, attorney, etc. to be paid by applicant.
13. If approved, apply for Zoning Permit.
14. Development EUF fees will be invoiced when the Zoning Permit is pulled.

SITE PLAN REVIEW CHECKLIST

- X 17. Existing natural features (trees, lakes, ponds, streams, rock out-croppings, severe topography, wetlands, etc.).
- NA 18. An engineered and sealed Drainage Plan (one copy) shall accompany all Site Plans. Require 10 Year Storm Calculations.
- NA 19. Proposed retention/sedimentation ponds.
- NA 20. Snow storage/snow management plan.
- X 21. Dumpster location, screening indication.
- NA 22. Proposed landscaping (required greenbelts, plan materials/size and type, fences, retaining walls, earth berms, etc.).
- X 23. Location of outdoor lights, poles, bollards, building attached, luminary shielding techniques, height of fixture.
- X 24. Fire hydrants.
- NA 25. Acceleration/deceleration lanes.
- NA 26. Site amenities (play area, pools, beaches, tennis courts, etc.).
- X 27. Types of surfacing (paving, turfing or grated) to be used.
- X 28. Standard MDOT or AASHTO cross sections for pavement, curbing, catch basins, drive entrances, or other standard facilities.
- NA 29. Proposed building elevations (to scale, identifying maximum building height, average curb elevation, finish floor elevation, highest point of building).
- NA 30. General floor plan indicating internal function.
- NA 31. Numbered hotel rooms/residential units on floor plan.
- NA 32. Identify water main on floor plan.

Applicant's Signature:  Date: 4/16/15

Print Applicant Name: MIKE NORTH

Project Name: STARLINE SEASONAL PARKING LOT-LAKE STREET

SITE PLAN REVIEW APPLICATION
VILLAGE OF MACKINAW CITY
102 S. Huron Avenue, Mackinaw City, MI 49701

Project: STARLINE SEASONAL PARKING LOT-LAKE STREET

Property Owned by:

Name: MACKINAW LAKESHORE DEVELOPMENT

Address: 587 N STATE ST

City: ST IGNACE

State: MI

Zip: 49781

Telephone Home: 800-638-9892

Cell:

Fax No.:

Email:

Plan Prepared by:

Company: THE ARCHITECT FORUM

Contact Person: DAVID MCFARLAND

City: MACKINAW CITY

State: MI

Zip: 49701

Telephone Home: 231-436-7376

Cell:

Fax No.:

Email:

IS APPLICANT SAME AS PROPERTY OWNER? Yes No

If No, provide name, address, phone of applicant:

Site Characteristics:

General site location: CORNER OF LAKE STREET AND NICOLET ST

Property address: 701 S NICOLET

Current Zoning District: B-1

Proposed Use of Property: SEASONL FERRY PARKING

Site Size (square feet/acres): 46,015

Proposed building square footage: 0

Number of dwelling units: UNCHANGED AT 1

Estimated construction cost (include parking and utilities): \$5,000.00

Notes:

- Village processing fee of \$200 due upon submittal of this application.
- Applicant required to pay all additional fees necessary for site plan review.

SITE PLAN REVIEW CHECKLIST

Project: STARLINE SEASONAL PARKING LOT-LAKE STREET

Listed below is the Site Plan Review Checklist in accordance with Article IV, Sec. 4.6 of the Village of Mackinaw City Zoning Ordinance. Indicate N/A if item does not apply, check each item.

- X 1. Appropriate Scale
- X 2. Date, North Point, Street Names (existing and proposed right of way).
- X 3. Name of person preparing plan.
- X 4. Proposed site location map.
- X 5. Property line dimensions.
- X 6. Zoning setback lines, distance between buildings (nearest point to nearest point)
- NA 7. Location of new buildings.
- X 8. All existing structures (labeled for use and zoning) within 100 feet of perimeter property lines.
- X 9. Access drives, internal roads (note public or private, identify right of way) service roads.
- X 10. Parking areas (numbered spaces, dimensioned typical parking space, maneuvering lanes). Handicap parking location and number.
- X 11. Table of parking spaces required, parking spaces provided.
- NA 12. Multiple housing units-number of units, composition (efficiency, one bedroom, two, three).
- X 13. Existing easements (utility access) within site limits. If none, state this on the plan.
- NA 14. Loading/unloading, service areas.
- X 15. Sidewalks (internal and public within road right of way).
- X 16. Site grading and drainage plan (on-site elevations, current and proposed, for pavements, drives, roads, parking lots, curbs, sidewalks and finished grades at building facades).

Mackinaw Lakeshore Development
Star Line Ferry
587 N. State St.
St. Ignace, MI 49781

Findings of Fact
May 12, 2016

Requested Action: Applicant is requesting approval of a Special Use Permit and a Site Plan Review for seasonal ferry boat parking.

District Evaluation: Proposed development is permitted in the B1 District.

Applicable Parking: Proposed Site Plan identifies an area that can accommodate up to 75 parking spaces.

Finding of Fact: Please refer to attached C2ae Engineering Report.

Conclusion: Based on the plans submitted and the findings of fact, the proposed site plan meets the requirements of the Village's Zoning Ordinance.



123 W. Main St., Suite 200, Gaylord, MI 49735
 989.732.8131 office
 989.732.2714 fax
 www.c2ae.com

May 22, 2015

Village of Mackinaw City
 Mr. David White, Village Manager
 102 South Huron Ave. P.O. Box 580
 Mackinaw City, MI 49701

**Re: Mackinaw Lakeshore Development
 Site Plan Review 2015-SP-001
 Special Use Permit 2015-SUP-001**

Dear Mr. White and Village Council:

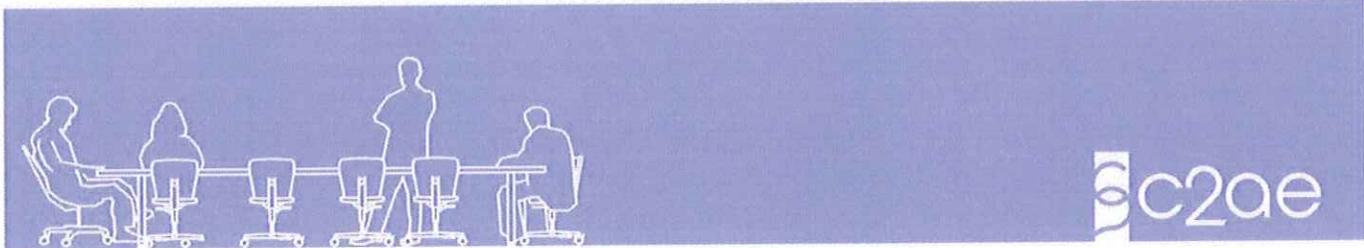
We have reviewed the following items for the "Mackinaw Lakeshore Development - Starline Seasonal Parking Lot along Nicolet Street", submitted by the Architect Forum:"

- Special Use Permit Application & Site Plan Review Application, not dated (email received May 13, 2015)
- C1 Site Plan (dated May 12, 2015)

The site is located at 701 South Nicolet (southeast corner of Nicolet & Lake Streets), within the Village limits, and is zoned B1-Business District. This review was for compliance with the current Village of Mackinaw City Zoning Ordinance adopted June 16, 2011 and as amended February 7, 2013. Specific attention was given to Sections 4-111 and 23-134 of the Ordinance.

These review comments for consideration by the Village are as follows:

<u>Section Reference</u>	<u>Comment</u>
IV.Sec 4-110.A	There is one existing driveway off Nicolet Street (curbed) and two existing driveways off Lake Street (not curbed) that service this lot. All three (3) driveways are proposed to remain in use. Also proposed are a two-way driveway off Lake Street (not dimensioned but measures 22 feet) and a one-way driveway from the south (dimensioned at 22 feet). This gives a total of five (5) driveways for this lot. The site plan proposes the new drive off Lake Street to be paved but not curbed. Curbed commercial driveways are required by this section. The existing west drive off Lake Street should also be curbed as required by this section. Please note that Lake Street is not curbed and has an existing gravel shoulder. Does not comply with the Ordinance.
IV.Sec 4-110.D.1	Location of the existing west driveway off Lake Street is near the intersection of Nicolet (curbed) and Lake (non-curbed) Streets. The location of the driveway is less than 60 feet from the intersection, thus does not comply with the Ordinance. However, it is an existing condition.



Mr. David White
May 22, 2015
Page 2 of 4

- IV.Sec 4-111.B Parking lots in all districts having sixteen to one hundred (16 to 100) parking spaces shall allocate 5% of the parking area to landscaping. The Applicant submittal indicates that the lot size is 46,039 square feet and the area of the seasonal parking area is 27,438 square feet. The minimum 5% of the parking area is 1,372 square feet and the parking lot landscaping area provided is 945 square feet. (Section 4-111.G, states the parking lot landscaping area can be included (combined) as part of the 25% landscape requirement.) Complies with Ordinance.
- IV.Sec 4-111.D One tree shall be required for every 10 parking spaces over 15 spaces. A total of 72 new parking spaces are proposed, a total of six trees are required, six trees are provided. (The number of parking spaces do not include the six existing parking spaces on site.) Complies with the Ordinance.
- IV.Sec 4-111.E.3 All landscaped areas that abut a parking lot or any landscaped area which is internal to a parking lot shall be protected with curbing material approved by the Zoning Administrator. A 4"x6" landscape timber curb is proposed on the north, south and east sides. Curb is not proposed along the west (existing paved area) property line. The west side of the parking lot does not comply with the Ordinance.
- IV.Sec 4-111.G Required landscaping areas within parking lots shall be included (combined) as part of 25% landscaping requirements. (Our interpretation of the Ordinance is that the parking area landscaping can be included (combined) with the 25% landscaping green space required, and the number of trees required for the parking area can be included (combined) with the trees required for the 25% landscaping area.)
- IV.Sec 4-114 Development occurring within the RM, B1, B2, MR, MRS, MC and CR Districts shall require a minimum of 25% of the parcel to be landscaped open space, also called greenspace. The Applicant submittal indicates that the lot size is 46,039 square feet. As such, a minimum of 11,510 square feet of greenspace is required and 11,564 square feet is provided per the submittal. Open space areas shall be landscaped with a minimum of one evergreen tree or shrub for every 1,000 square feet of lot area, plus a minimum of one deciduous tree or shrub for every 2,000 square feet of lot area.

Trees Required:

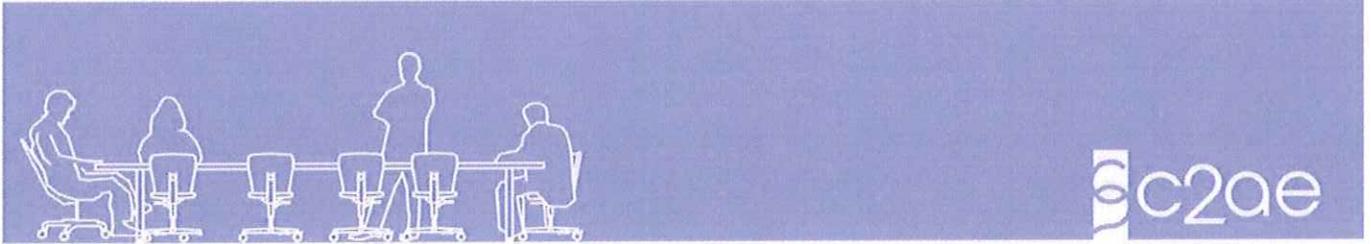
Parking Lot Area Trees = six trees (included as part of the number of Landscaping Trees required)

Berm Trees Required = two trees (berm trees have recently been included as part of the number of Landscaping Trees required)

Evergreen Trees or shrubs = 1/1000 sft lot area = 46 trees or shrubs (46.039 trees)

Deciduous Trees or shrubs = 1/2000 sft lot area = 23 trees or shrubs (23.02 trees)

Total = 69 Trees



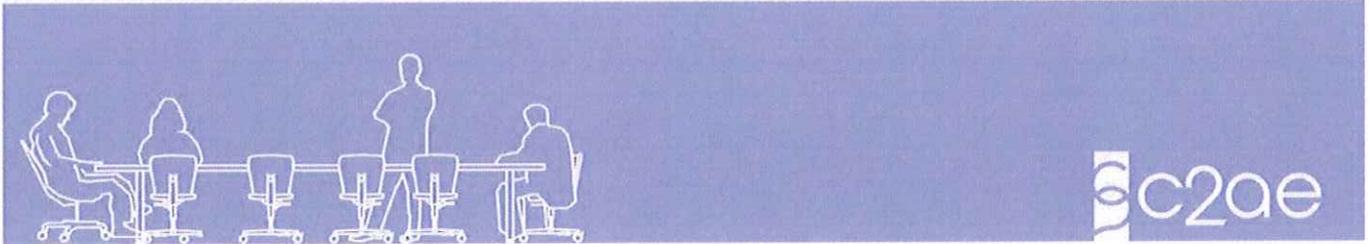
Mr. David White
May 22, 2015
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Trees Provided (as indicated in the Landscaping Requirements section of the drawing):
Evergreen Trees = 1/1000 sft lot area = 46 trees
Deciduous Trees = 1/2000 sft lot area = 23 trees
Total = 69 Trees

Counting the tree symbols on the submitted site plan, the following was found:
Evergreen (Coniferous) Trees = 23 trees
Deciduous Trees and Shrubs = 46 trees and shrubs
Total = 69 Trees

As submitted, the proposed trees do not comply with the Ordinance based on the symbols on the plan. However, the Landscape Requirements noted on the right side of the plan complies. It appears that the Architect can just swap the Evergreen/Deciduous tree symbols in the Landscape Plan (plan view) to comply.

- IV.Sec 4-117.B.2a A professional review by an approved engineer was required by the Village.
- IV.Sec 4-117.D.6 No lighting is proposed for this seasonal parking lot.
- IV.Sec 4-117.D.10 The right-of-way widths of neither Nicolet Street, nor Lake Street were included. Does not comply with the Ordinance.
- IV.Sec 4-117.D.11 A site construction and improvement timeline was not provided. Does not comply with the Ordinance.
- IV.Sec 4-117.D.13 The Ordinance requires that a 10-year storm event study and Grading Plan with topographic elevations of the area be provided. Neither item was provided. However, there were existing contours, flow direction arrows and a note which reads "The site is to consist of pervious material, which will contain the storm water runoff on site. Slope all perimeter to site at 2% to prevent run off on adjacent parcels" included on the drawing. The lot will be gravel. The submitted drawing also includes notes stating there are proposed gaps in the perimeter wood curbing that will allow storm runoff to flow to greenspace. Does not comply with the Ordinance.
- IV.Sec 4-117.D.18 The submittal must contain the registered seal of a professional architect, planner, landscape architect or engineer responsible for the certification of the Site Plan. Verify with Village staff that the submittal included the required seal and thus complies with the Ordinance.
- XI.Sec.11-102.I Temporary and Seasonal Unpaved Boat Line Parking is a Permitted Use subject to a Special Use Permit for the B1 zoned district. Complies with Ordinance.



Mr. David White
May 22, 2015
Page 4 of 4

- XI.Sec.11-103 For permitted uses and uses subject to a special use permit, a site plan shall be submitted in accordance with Section 4-117.
- XI.Sec.11-104 A B1 District requires the following yard setbacks:
- Front - 10 feet.
 - Side - 10 feet, except it shall be 20 feet when abutting residentially zoned property or a public street right-of-way (Sec. 22-102.G).
 - Rear - 10 feet.
- A side yard setback of 20 feet is required along Lake Street, a public street right-of-way. Does not comply with the Ordinance.
- XXIII.Sec 23-134.B It should be noted that a Conditional Use Permit for temporary unpaved seasonal parking can be issued for a period of no more than three years. A renewal may be requested by the property owner for two additional periods for a total of nine years. This section states that the intent is that the area will be developed into a permanent use or the lot will be developed in accordance with the provisions of Section 4-109 upon expiration of the Special Use Permit.
- XXIII.Sec 23-134.C Parking areas shall be landscaped along 50% of all public transportation corridors. This landscaping shall consist of a berm with a minimum height of three feet and maximum height of five feet. Berms shall be landscaped with shrubs or other natural landscape material. The height of shrubbery shall not exceed a height of three feet at maturity. The Ordinance does not provide the required minimum number of shrubs per foot of berm. However, it does indicate that one deciduous tree shall be provided for every 50 feet of lot frontage along the public transportation corridor. The parking area along the public transportation corridor is noted at 93 feet. Two deciduous trees are required for the berm area, plus shrubbery as determined by the Planning Commission. The Planning Commission shall determine if the shrubbery complies.

Please let us know if you, the Planning Commission or the Village Council have questions or comments.

Sincerely,

C2AE

Kevin Makarewicz, P.E.
Professional Engineer

KM/keb

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707 North Huron – Suite #2, P.O. Box 548 Mackinaw City, Michigan 49701
Phone 231.436.7376 archforum@sbcglobal.net
fax 508.657.9591

June 4, 2015

Village of Mackinaw City
Mr. Fred Thompson, Zoning Administrator
102 South Huron Ave.
P.O. Box 580
Mackinaw City, MI 49701

Re: 2015-SP-001 Site Plan Review Response to c2ae Review

We have reviewed the following items for the review dated May 22, 2015", submitted by c2ae.

Site Plan Review Procedure and Application dated June 24, 2014, and amended August 21, 2014

- | | |
|--------------------|--|
| IV. Sec 4-110.A | Drive to be curbed, will comply. Existing drives on Lake street to be grandfathered. |
| IV. Sec 4-110.D.1 | No change proposed. Un-curbed drives are grandfathered. |
| IV. Sec 4-111.B | No action required by applicant. |
| IV. Sec 4-111.D | No action required by applicant. |
| IV. Sec 4-111.E.3 | Wood lot curbing added to west end. Complies |
| IV. Sec 4-111.G | No action required by applicant. |
| IV. Sec 4-114 | Tree symbols changed to match table. Complies. |
| IV. Sec 4-117.B.2a | No action required by applicant. |
| IV. Sec 4-117.D.6 | No action required by applicant. |
| IV. Sec 4-117.D.10 | R.O.W. widths added to plan. Complies. |
| IV. Sec 4-117.d.11 | Time line added to plan. Complies. |
| IV. Sec 4-117.d.13 | Storm calculation added. Complies. |
| IV. Sec 4-117.D.18 | Sealed plan to submitted following final review and approval by Village engineer. |
| XI. Sec 11-102.1 | No action required by applicant. |
| XI. Sec 11-103 | No action required by applicant. |
| XI. Sec 11-104 | <i>Sec. 4-108 LOTS. C. Corner Lots. On a corner lot, each lot line, which abuts a street, shall be deemed to be a front lot line, and the required yard along both lot frontages shall be a required front yard and therefore must meet the district's front yard setbacks. The owner shall elect, and so designate in the application for permit, which of the remaining two (2) required yards shall be the required side yard and which the required rear yard. Corner lots within the R1, R2, R3 and R4 zoning districts will have one (1) front yard, one (1) rear yard and two (2) side yards and shall be required to meet the district setbacks as indicated within this ordinance. The property owner shall elect and designate the lot's yard configuration at the time of application for permit.</i> |

Since the lot lines on Nicolet and Lake Street are determined to be front yards therefore requiring a minimum of 10' setback. The plans state the south lot line is the required rear yard setback and the east lot line is the required side yard. The adjacent properties are not zoned residential therefore 20' is not required. Complies.

XXIII. Sec 23-134.B No action required by applicant.

XXIII. Sec 23-134.C *Berms shall be landscaped with shrubs and other natural landscape material. The height of shrubbery shall not exceed a height of three (3') feet at maturity. Further, Sec. 4-114 LANDSCAPE REQUIREMENTS. Development occurring within the RM, B1, B2, MR, MRS, BC, MC, and CR Districts shall require a minimum of twenty-five (25) percent of parcel to be landscaped open space, also called greenspace. No area of a lot may be considered greenspace that has a width, length, or diameter dimension of less than two (2) feet. Open space areas shall be landscaped with a minimum of one (1) evergreen tree or shrub for every one thousand (1,000) sq. ft. of lot area, plus a minimum of one (1) deciduous tree or shrub for every two thousand (2,000) sq. ft of lot area. Since shrubs are allowed for meeting this requirement the shrubs on the berm are acceptable according to this section of the ordinance.*
Complies.

Respectfully submitted,

David McFarland

David McFarland – Project Director
The Architect Forum

Village of Mackinaw City

Capital Improvement Plan 2016-17 through 2021-22

The requirement for capital budgeting for the following six fiscal years is found in the Michigan Planning Enabling Act (Public Act 33 of 2008, as amended). Capital budgeting has two elements. The first is a Capital Improvements Plan, and the second is the incorporation of that plan into the annual budget and future budget forecasts. The Capital Improvement Plan is a six year schedule of all proposed major capital improvement projects including project priorities, costs estimates and methods of financing. Each year the Capital Improvement Plan is revised for the next fiscal year.

Including the Capital Improvement Plan in the annual budget, and future budget forecasts, is primarily for the purpose of adjusting the multi-year program of projects to changing needs and circumstances. It also ensures that projects proposed and planned for are actually completed. At the end of each fiscal year, the projects completed during that year are removed from the plan and an additional year's projects are added. The Capital Improvement Plan is designed to be amended on an annual basis. Projects can be added or subtracted as the needs and resources of the community adjust.

An effective and ongoing Capital Improvement Plan is beneficial to elected officials, staff, and the general public. Among the benefits that can be received from an adopted and well-maintained Capital Improvement Plan are:

1. Coordination of the community's physical planning with its fiscal planning capabilities;
2. Ensuring that public improvements are undertaken in the most desirable order of priority;
3. Assisting in stabilization of tax levies over a period of years;
4. Producing savings in total project costs by promoting a "pay as you go" policy of capital financing thereby reducing additional interest and other extra charges;
5. Providing adequate time for planning and engineering of proposed projects;
6. Ensuring the maximum benefit of the monies expended for public improvements; and
7. Permitting municipal construction activities to be coordinated with those of other public agencies within the community.

Capital improvement planning and budgeting allow officials and citizens to set priorities for capital expenditures and ensure maximum physical benefit for a minimum capital expenditure through an orderly process of project development, scheduling and implementation.

A wide range and variety of capital improvements are included in the Capital Improvement Plan. Listed below are several criteria to aid in the review of potential projects:

1. Required to fill any federal or state judicial administrative requirements.
2. Relationship to source and availability of funds.
3. Impact on annual operating and maintenance costs.
4. Relationship to overall fiscal policy and capabilities.
5. Project's readiness for implementation.
6. Relationship to overall community needs.
7. Relationship to other projects.
8. Distribution of projects throughout the community.
9. Relationship to other community plans.

These factors are all relevant and must be considered in order to ensure that the best quality of service is delivered to our residents in the most fiscally prudent manner. Most importantly the proposed list of capital projects has to reflect the overall goals and vision of the community's adopted Master Plan.

THE FOLLOWING CODES ARE USED THROUGHOUT THE DOCUMENT TO INDICATE THE SOURCE OF FUNDING FOR THE PROPOSED PROJECTS

CF- Cemetery Fund
DDA – Downtown Development Authority
DPW- Public Works Department
DO – Donations
ERF – Equipment Replacement Fund
FD- Fire Department
FG – Federal Grant
GF – General Fund
GO – General Obligation Bonds
GR – Grants (Local, Federal)
LS – Local Street Fund

MF- Marina Fund
MS – Major Street Fund
MUNI-S- Municipal Streets
PD – Police Department
PR- Parks Department
REC-C Recreation Center
REC-COM- Recreation Complex
SA – Special Assessment
SF – Sewer Fund
SG – State Grant
SM – Special Millage
UTB – Unlimited Tax Bonds
WF – Water Fund

Village of Mackinaw City

2015-16 Fiscal Year

CAPITAL IMPROVEMENT PLAN – EXECUTIVE SUMMARY

2016-2017 Fiscal Year		
Project	Cost	Funding Source/ Fund
New Roof One Story section Recreation Center	\$40,000	2016-2017 Budget / Rec-C
New Water Meters for unmetered Village Facilities	\$50,000	2016-2017 Budget/ DDA, PR, WF
Above ground Equipment Hoist for Heavy equipment	\$30,000	2016-2017 Budget/ DPW,ERF, SF, WF
New Tower/Pumper Fire Department	\$800,000	GR, Loan, Available Cash/ FD
Utility upgrade, new roadway North Huron Ave.	\$100,000	GR, SG, Loans, other sources available at time of project/ DDA, MS, Muni-S, WF, SF
Wastewater Plant Upgrades to be determined at Budget time. Multi- Year	\$100,000	GR, SG, Loan, Available Cash/ SF
Sewer System upgrades, to be determined at Budget Time. Multi-year	\$70,000	GR, SG, Loan, Available Cash/ SF
Water Main upgrades, To be determined at Budget Time. Multi-Year	\$685,450	GR, SG, Loan, Available Cash/ WF
Water Facility upgrades, To be determined at Budget Time. Multi-year project	\$72,000	GR, SG Loans, Available Cash/ WF
Harbor Dock Upgrades Dock B	\$275,000	GR SG , Available Cash/ MF
Turnout Gear Fire Department	\$60,000	GR, Available Cash/ FD
DPW Vehicles To be determined	\$70,000	2016-2017 Budget/ DPW, ERF
Police Vehicles	\$60,000	2016-2017 Budget/ PD
Total	\$2,412,450	

2017-2018 Fiscal Year		
Project	Cost	Funding Source/ Fund
Police-Fire Facility	\$1,000,000	GR, Loans, Available Cash/ PD, FD
New Decking, Painting Dock A	\$275,000	GR, SG Available Cash/ MF
Water Main Upgrades Multi-Year	\$550,000	GR, SG, Loans, Available Cash/ WF
Water Facility Upgrades-Multi Year	\$80,000	GR, SG, Available Cash/ WF
Sewer System Upgrades-Multi-Year	\$125,000	GR, SG, Loan, Available Cash/ SF
Wastewater Plant Upgrades-Multi-Year	\$186,000	GR, SG, Loan, Available Cash/ SF
Paving Gravel Roads to reduce maintaince costs	\$80,000	To be done as part of Budget process./ Muni-S, MS, LS
DPW Equipment	\$52,000	To be determined as part of the Budget process/ DPW, ERF
Police Car	\$29,700	To be part of the Budget process/ PD
DDA East Central Tree Replacement project	\$90,000	DDA
Fire Department Turnout Gear	\$30,000	GR, Budget process/FD
North Huron Avenue	\$900,000	GR,SG Loans, other sources available at time of project/ DDA, MS, Muni-S, WF, SF
Village Hall Renovation	\$100,000	GR, Loans or Grants available at time of project.
Total	\$3,497,700	

2018-2019 Fiscal Year		
Project	Cost	Funding Source/ Fund
Water Main Upgrade Multi-Year project	\$500,000	GR, SG, Loan, Budget/ WF
Refurbished Vacuum Truck, Wastewater, Water, DPW	\$200,000	Loan, Available Cash/ DPW, WF, SF
Street repair or replacement To be determined	\$200,000	Part of Budget process/ Muni-S, MS, LS
Wastewater Treatment Plant upgrades. Multi- Year project To be determined	\$186,000	GR, SG, Budget Process/ Sf
Replace Radio Meters/ Water	\$60,000	Budget Process/ WF
Harbor Electrical Upgrades, New Power Pods	\$70,000	GR, SG, Available Cash/ MF
DPW Equipment, To be determined	\$60,000	Budget Process/ DPW, ERF
Police Car	\$29,700	Budget Process/ PD
Turnout Gear Fire Dept.	\$30,000	GR, Budget/ FD
Wastewater Equipment Lift Stations	\$20,000	GR, SG, Budget Process/ WF
Well 3 Rehab	\$13,000	Budget Process/ WF
Lab Equipment Wastewater Treatment Plant	\$15,000	Budget Process/ SW
Water Valve Replacement Program	\$10,000	Budget Process/ WF
Village Hall Renovation	\$300,000	GR, Loans or Grants available at time of project.
Total	1,693,700	

2019-2020 Fiscal Year		
Project	Cost	Funding Source/ Fund
Water Main upgrade or replacement	\$500,000	GR, SG, Loan Available Funds/ WF
Water Valve Replacement	\$15,000	Budget Process/ WF
Repair, Replace and Upgrade various Village Streets. To be determined.	\$200,000	To be determined/ Muni-S, MS, LS
Replace Du Jauncey Lift Station, Sewer	\$150,000	GR, SG, Budget Process/ SF
WWTP Facility upgrades, Multi-Year project to be determined	\$186,600	GR, SG, Budget Process/ SF
Harbor Upgrades, Dock Replacement Paint Superstructure	\$275,000	GR,SG, Budget Process, Available Funds/ MF
Replace Radio Meters	\$60,000	Budget Process/ WF
¾ Ton Truck with Plow for Water and Sewer	\$34,000	Budget Process/ SF, ERF
Skid Steer with attachments	\$30,000	Budget Process/ ERF,DPW, CF,
Air packs Fire Department	\$24,000	GR, Budget Process/ FD
Zero Turn Mower	\$12,000	Budget Process/ ERF,DPW, PR
Upgrade of Trails	\$50,000	Budget Process/ Grants
Upgrade of Parks Accessibility	\$50,000	Budget Process/ Grants
Total	\$1,586,600	

2020-2021 Fiscal Year		
Project	Cost	Funding Source/ Fund
Water Storage Tank	\$600,000	GR, SG,, Loans, Available Funds/ WF
Repair, Replace, and Upgrade various Village Streets. To be determined.	\$200,000	To be determined/ Muni-S, MS, LS
Rescue Pumper Fire Department	\$275,000	GR, Loans Available Funds/ FD
Water Main Upgrades- Multi Year Project	\$500,000	GR, SG, Loans, Available Funds/ WF
Wastewater Treatment Plant upgrades. Multi-year project	\$186,600	GR, SG, Available Funds/ SF
Well 1 Generator	\$80,000	GR, SG, Budget Process/ WF
Replace Radio Meters/Water	\$60,000	Budget Process/ WF
Well 4 Rehabilitation	\$40,000	Budget Process/ WF
Replace 4, 42 Foot docks with 60 Foot floating docks	\$40,000	GR, SG, Budget Process/ MF
Upgrade Fuel System Harbor	\$40,000	GR, SG, Budget Process/ MF
WWTP Resurface Clarifier and Mechanicals	\$95,000	GR, SG, Loan, Budget Process/ SF
Water Valve Replacement	\$15,000	Budget Process/ WF
Total	\$2,031,600	

2021-2022 Fiscal Year		
Project	Cost	Funding Source/ Fund
Repair, Replace, Upgrade Various Village Streets. To be determined	\$200,000	To be determined/ Muni-S, MS, LS
Wastewater Treatment Plant Upgrades. Multi-year project	\$186,000	GR, SG Available Funds/ SF
Water Main Upgrades-Multi Year project	\$500,000	GR, SG, Loans, Available Funds/ WF
Replace 4, 42 foot docks with 60 foot floating docks	\$40,000	GR, SG, Budget Process/ MF
Update Boaters Restrooms and Showers	\$125,000	GR, SG, Available Funds/ MF
Water Valve Replacement	\$20,000	Budget Process/ WF
Replace Radio Meters/Water	\$60,000	Budget Process/ WF
Backhoe with Breaker Attachment.	\$50,000	Budget Process/ ERF, DPW,WF, SF, CF.
DPW Pickup	\$30,000	Budget process/ ERF, DPW
Total	1,211,000	