

**NOTICE OF PUBLIC MEETING
COUNCIL CHAMBERS-MACKINAW CITY VILLAGE HALL**

102 South Huron Ave.
Phone: 231-436-5351

7:00 P.M.

September 26, 2013

**PLANNING COMMISSION
PUBLIC HEARING**

Shepler Development Special Use Permit #2013-SUP-003

**AGENDA-REGULAR MEETING
MACKINAW CITY PLANNING COMMISSION**

- I. Call to Order/Welcome**
- II. Roll Call**
- III. Pledge of Allegiance**
- IV. Approval of Minutes**
- V. Public Comment**
- VI. New Business**
 - A. Site Plan Review Application #2013-SP-004
Mackinaw Beach and Bay All Suites Resort
(Quality Properties)
Parcel ID#012-509-001-012-00**
- VII. Old Business**
 - A. Special Use Permit # 2013-SUP-003
Shepler Development Nicolet St. Seasonal Parking
Parcel ID #012-W10-003-003-00**
 - B. Site Plan Review #2013-SP-005
Shepler Development Nicolet St. Seasonal Parking
Parcel ID#012-W10-003-003-00**
- VIII. Commissioner Comments**
- IX. Commissioner Calendar**
- 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.

APPROVED
MACKINAW CITY PLANNING COMMISSION MINUTES
COUNCIL CHAMBERS
102 S HURON ST.
MACKINAW CITY, MI 49701

AGENDA-REGULAR MEETING
JULY 25, 2013 7:00 PM

1. Call to Order:

Chairperson Mann called the meeting to order at 7:00 PM

2. Roll Call:

Present were Rosada Mann, Robert Heilman, Earl Taylor, Nancy Dean, and Florence Tracey.

Absent were Mary Clark and Greg Gustafson.

Staff:

Fred Thompson Jr.

Guests:

Ron Wallin

3. Pledge of Allegiance:

4. Approval of Minutes:

Motion to approve minutes by Commissioner Dean, seconded by Commissioner Taylor, Motion carried 5-0.

5. Public Comment:

Ron Wallin – general reference regarding height of homes-25 feet to 35 feet.

6. New Business:

A.

Discussion of height requirements for R-1 District: 30 feet VS. 25 feet,
Buffer zone-planting zone,
3 ½ VS 2 ½ stories

B.

There was much discussion regarding variances.

7. Old Business:

No old business

8. Commissioner Comments:

Chairperson Mann – There was no need to review the Planning Commission Bylaws

Commissioner Heilman – The Master Plan for Mackinac County Looks good.

Commissioner Dean – Asked about the powers and duties of the Planning Commission

9. Adjournment:

Motion Commissioner Dean to adjourn, seconded by Commissioner Heilman. Motion carried 5-0, meeting adjourned at 8:25 PM.

Greg S. Gustafson

Secretary

Rosada Mann

Chairperson

2013-SP-004

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

Project: Mackinaw Beach & Bay All Suites Resort

Property Owned by:

Name: Quality Properties

Address: P.O. Box 831

City: Mackinaw City State: Michigan Zip: 49701

Telephone Home: 231-436-5493 Cell: 231-420-2734

Fax No.: _____ Email: cbrown49701@yahoo.com

Plan Prepared by:

Company: The Architect Forum

Contact Person: Richard Clements

City: Mackinaw City State: Michigan Zip: 49701

Telephone Home: 231-436-7376 Cell: _____

Fax No.: 1-508-657-9591 Email: rlc1523@live.com

IS APPLICANT SAME AS PROPERTY OWNER? Yes No

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

Site Characteristics:

General site location: 929 S. Huron Avenue

Property address: 929 S. Huron Avenue

Current Zoning District: B-2

Proposed Use of Property: Hotel

Site Size (square feet/acres): 122,103 square feet - 2.8 acres

Proposed building square footage: Additional 923 square feet = 61,084 total

Number of dwelling units: 80 existing

Estimated construction cost (include parking and utilities): \$60,000

Notes:

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

COPY

SITE PLAN REVIEW CHECKLIST

Project: Mackinaw Beach & Bay

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)
- X 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.
- X 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.
- X 14. Loading/unloading, service areas.
- X 15. Sidewalks (internal and public within road right of way).
- N.C. 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).

SITE PLAN REVIEW CHECKLIST

- X 17. Existing natural features (trees, lakes, ponds, streams, rock out-croppings, severe topography, wetlands, etc.).
- N.C. 18. An engineered and sealed Drainage Plan (one copy) shall accompany all Site Plans. Require 10 Year Storm Calculations.
- X 19. Proposed retention/sedimentation ponds.
- X 20. Snow storage/snow management plan.
- X 21. Dumpster location, screening indication.
- X 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.
- X 25. Acceleration/deceleration lanes.
- X 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.
- X 29. Proposed building elevations (to scale, identifying maximum building height, average curb elevation, finish floor elevation, highest point of building).
- X 30. General floor plan indicating internal function.
- N.A. 31. Numbered hotel rooms/residential units on floor plan.
- X 32. Identify water main on floor plan.

Applicant's Signature:  Date: 9-3-2013

Print Applicant Name: ENZO LLESHID

Project Name: Mackinaw Beach & Bay All Suites Resort

2013-...-004
SUP

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: Quality Properties of

Mailing address: P.O. Box 831

City Mackinaw City State MI Zip 49701

Phone no: 231-436-5493 Cell: 231-420-2734

Address of Development: 929 South Huron

Property Tax Id No.: 012-509-001-012-00

Special Use: Hotel

Description of Development: Existing four story hotel to add additional space for meeting room

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

Date: Sept. 3rd, 2013

[Signature]
Signature
ENZO LIAGLIO
Print Name

VILLAGE OF MACKINAW CITY
Quality Properties Development
Additional 923 Sq. Ft. Meeting Room
SPECIAL USE PERMIT
AND SITE PLAN REVIEW ANALYSIS
September 23, 2013

SPECIAL USE PERMIT: 2013-SUP-004

Quality Properties has submitted a Special Use Permit Application and a Site Plan Review Application to construct an additional 923 square feet meeting room to the existing hotel at 929 South Huron Ave., Mackinaw City, MI 49701

REQUIREMENTS: Section 12-102 and section 23-105 of Village Zoning Ordinance Number 138.

FINDING OF FACTS:

- Applicant has an existing Special Use Permit in place (2007-SUP-016)
- Property is located in B-2 Zoning District

SITE PLAN REVIEW: 2013-SP-004

Requested Action:

The Applicant is requesting approval of a site plan to construct a 923 square foot addition on parcel ID number-012-S09-001-012-00

Findings of Fact: Staff offers the following findings for consideration:

1. The proposed development is permitted in the B-2 District.
2. Parking is not required for this use.
3. Greenspace, parking and drainage to remain the same.
4. Special use permit in place.

Conclusion:

Based on the plans submitted and the findings of facts the proposed Site Plan meets the requirements of the Village's Zoning Ordinance.



707 North Huron - Suite #2, P.O. Box 548 Mackinaw City, Michigan 49701
Phone 231.436.7376 rlc1523@live.com
fax 508.657.9591

Construction Timeline for:

Mackinaw Beach & Bay All Suites Resort
929 South Huron Avenue
Quality Properties

Parcel #012-S09-001-012-00

TAF Project #1335 dated 03 Sept 2013.

Project: Addition of 923 square foot meeting room.

Timeline:

Construction to begin as soon as zoning approval is completed and zoning and building permits are obtained, estimated to be October 7th, 2013.

Exterior rough-in prior to December 31st, 2013. Interior finish work to proceed through the winter.

Construction and clean-up to be completed on or before May 31st, 2014.

**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: SHEPLER DEVELOPMENT - WILLIAM SHEPLER

Mailing address: 556 EAST CENTRAL

City MACKINAW CITY State MI Zip 49701

Phone no: 231-436-5023 Cell: _____

Address of Development: NOT ASSIGNED

Property Tax Id No.: 012-W10-003-003-00

Special Use: SEASONAL BOAT PARKING

Description of Development: NICOLET LOT - NORTH

EXTENSION OF SPECIAL USE PERMIT FOR USE OF SEASONAL

FERRY BOAT PARKING AS PERMITTED IN ORDINACE 138, SEC. 23-134.

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

COPY

**VILLAGE OF MACKINAW CITY
SHEPLER DEVELOPMENT
SEASONAL PARKING – NICOLET STREET
SPECIAL USE PERMIT ANALYSIS
September 23, 2013**

Shepler Development has submitted a Site Plan to construct Temporary and Seasonal Unpaved Boat Line Parking on Nicolet Street, Mackinaw City, MI 49701.

SPECIAL USE PERMIT 2013-SUP-003:

Requirements: Section 23-134 and Section 4-111 of Village Zoning Ordinance No. 138 outlines the procedures for the review of a Special Use Permit. Section 23-134 identifies the criteria that a development must address to obtain a Special Use Permit for the construction of temporary and seasonal unpaved boat line parking.

Requested Action: The applicant has requested the approval of a Special Use Permit based on the requirements listed in the Ordinance.

Findings of Fact: Staff offers the following findings for consideration:

- Property is located in the BC Zoning District
- Plan identifies 50% of all transportation corridors as landscaped with a berm and landscaping as required by Section 23, 134, C
- Parking lot does not exceed one acre in size
- Parking lot has been in use for three years

SITE PLAN REVIEW

Requested Action: Applicant is requesting approval of a site plan to continue seasonal unpaved boat line parking on Nicolet Street, parcel id number 012-W10-003-003-00

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

Applicable Parking: The proposed Site Plan identifies an area that can accommodate up to 90 cars.

Site Drainage: The Site Plan identifies drainage will remain on site and the lot and landscaping consists of pervious material.

Greenspace: The Plan conforms to the Village's Greenspace requirements.

Findings of Fact: Staff offers the following findings for consideration:

The Site Plan submitted by Shepler Development will complete the following:

- Continue parking area that accommodates 90 vehicles
- Parking area maintains drainage on site and is constructed of pervious materials
- Fifty percent of the parking area adjacent to public transportation corridors will contain a landscaped berm

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

8. **Minimum Site Area.** The minimum eligible site area shall be twenty (20) acres, but a minimum of five (5) acres of site area is required for each WTG tower proposed within an eligible property.

Sec. 23-133 ASSISTED LIVING FACILITY

- A. The facility shall provide a central dining room, central lounge, community activity areas, and laundry facilities for the benefit of the residents and their guests. The total area of the amenities (not including food preparation and storage areas) shall equal not less than fifty (50) square feet for each dwelling unit. Other services customarily accessory to and incidental to such a use shall be permitted.
- B. Walkways shall be provided from the main building entrances to all parking areas and to any sidewalks along the adjacent public street. Sidewalks may be required along the public street(s) if not already constructed.
- C. When located in a residential district the facility shall:
1. Have a solid ornamental fence on any side which abuts a lot which is residentially zoned or is a residential use. This fence shall separate the buildings, parking and waste disposal from the surrounding property(ies).
 2. Provide a setback of at least 25 feet around all property boundaries, or the required setback in that residential district for a particular yard, whichever is the greater of the setbacks.
- (Amended 11/04)

Sec. 23-134 TEMPORARY AND SEASONAL UNPAVED BOAT LINE PARKING

- A. As used in this Section "Seasonal" means beginning mid June through mid September, also Memorial Day weekend, Labor Day weekend and two other miscellaneous weekends in the spring or fall.
- B. A Conditional Use Permit for temporary unpaved seasonal parking will be issued for a period of no more than three (3) years. A renewal may be requested by the property owner for two (2) additional periods for a total of nine (9) years. 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.
- C. Parking areas shall be landscaped along fifty (50%) percent of all public transportation corridors, including roadways, alleys, and trails. Landscaping shall consist of a berm of not less than a height of three (3') feet and not more than a height of five (5') feet as measured from the elevation along the right of way line. 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. One (1) deciduous tree shall be provided for every fifty (50') feet of lot frontage along the public transportation corridor. Landscaping shall be evenly distributed along the public transportation corridor. A landscape plan shall be provided as part of the site plan. Landscape requirements shall conform to all provisions identified under Section 4-111 Landscape Requirements for parking areas.
- D. Unpaved parking area, not including landscaping, shall not exceed one (1) acre.
- (Amended 4/10)