

**AGENDA**  
**BOYNE CITY PLANNING COMMISSION**  
**Monday April 15, 2024 5:30 p.m.**  
Boyne City Hall



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**Meeting ID:** 860 2539 4094

**Passcode:** 543988

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1. Call to Order
2. Roll Call - Excused Absences
3. Consent Agenda  
*The purpose of the consent agenda is to expedite business by grouping non-controversial items together to be acted upon by one Commission motion without discussion. Any member of the Commission, staff, or the public may ask that any item(s) on the consent agenda be removed to be addressed immediately following action on the remaining consent agenda items. Such requests will be respected.*
  - A. Approval of minutes from March 18, 2024, Boyne City Planning Commission meeting.
4. Hearing Citizens Present *(Non-Agenda Items)*
5. Reports of Officers, Boards, Standing Committees
6. Unfinished Business
7. New Business
  - A) Development Plan Review: 100 N Lake Street (Lofts on Lake)
  - B) Pre-application Review: Proposed Food Truck Court 150 Ray Street
  - C) Review Recommendations from Tipp of Mitt Watershed Council Lake Charlevoix Shoreline Protection Report.
8. Staff Report
9. Good of the Order
10. Adjournment – Next Meeting May 20, 2024

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**Meeting of March  
18, 2024**

Record of the proceedings of the Boyne City Planning Commission meeting held in the City Commission Chambers on Monday, March 18, at 5:30 pm.

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**Call to Order**

Chair, Aaron Place, called the meeting to order at 5:30 p.m.

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**Roll Call**

Present: Jim Baumann, Larry Chute, Skylar MacNaughton, Nichole Moblo, Aaron Place, Jeff Ross, Carl VanDomelen

Absent: Tim Nemecek

Excused: Monica Ross

**Motion**

**2024-03-18-01**

**Chair Aaron Place Moved, Larry Chute seconded, passed,** a motion to excuse the absence of board member Jeff Ross at the 3/11/2024 meeting.

Roll Call: Jim Baumann, Larry Chute, Skylar MacNaughton, Nichole Moblo, Aaron Place, Jeff Ross, Carl VanDomelen

Ayes: 6

Nays: 0

Absent: 2

Abstain: 1

*Motion Carried*

**Motion**

**2024-03-18-02**

**Larry Chute Moved, Jeff Ross seconded, passed unanimously** a motion to excuse the absence of board member Monica Ross.

Roll Call: Jim Baumann, Larry Chute, Skylar MacNaughton, Nichole Moblo, Aaron Place, Jeff Ross, Carl VanDomelen

Ayes: 7

Nays: 0

Absent: 2

Abstain: 0

*Motion Carried*

**Meeting  
Attendance**

City Officials/Staff: Planning Director Scott McPherson, Recording Secretary Jennifer Eads

Public Present: Approximately 60

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**Consent Agenda  
Motion**

**2024-02-19-03**

**Skylar Mac Naughton Moved, Jeff Ross seconded, passed unanimously,** a motion to approve the consent agenda and Planning Commission minutes from special meeting 2/19/2024.

Roll Call: Jim Baumann, Larry Chute, Skylar MacNaughton, Nichole Moblo, Aaron Place, Jeff Ross, Carl VanDomelen

Ayes: 7

Nays: 0

Absent: 2

Abstain: 0

*Motion Carried*

**2024-02-19-04**

**Jeff Ross Moved, Nichole Moblo seconded, passed unanimously,** a motion to approve the consent agenda and Planning Commission minutes from regular meeting 2/19/2024.

Roll Call: Jim Baumann, Larry Chute, Skylar MacNaughton, Nichole Moblo, Aaron Place, Jeff Ross, Carl VanDomelen

Ayes: 7

Nays: 0

Absent: 2

Abstain: 0

*Motion Carried*

**2024-02-19-05**

**Carl VanDomelen Moved, Larry Chute seconded, passed,** a motion to approve the consent agenda and Planning Commission minutes from special meeting 3/11/2024.

Roll Call: Jim Baumann, Larry Chute, Skylar MacNaughton, Nichole Moblo, Aaron Place, Jeff Ross, Carl VanDomelen

Ayes: 5

Nays: 0

Absent: 2

Abstain: 2

*Motion Carried*

**Citizen comments  
on Non-Agenda  
Items**

None

**Reports of  
Officers, Boards  
and Standing  
Committees**

None

**Unfinished  
Business**

None

**New Business**

**A. Michigan  
Community Capital  
Pre-Application  
reviews**

**Chair Aaron Place** opened New Business item A, which involved the pre-application reviews for two projects by Michigan Community Capital: 100 N Lake Street (Lofts on Lake) and Ray and Park Street (Library Lot).

**Scott McPherson** discussed the pre-application review requested by Michigan Community Capital.

**Marilyn Chrumka** from MI Community Capital provided background information on the two projects, highlighting that they are year-round mixed-income housing with apartments income-certified at 60-120% of median Boyne City income.

Clarified project details and outlined changes made to the buildings based on community feedback.

Changes for the Lofts on Lake Street building included reducing the number of apartments, eliminating live/work units in favor of commercial space, and a 34% parking reduction.

Changes for the Ray & Park Street building included a classic design sympathetic to downtown buildings, a community room, and a 3% parking reduction.

Public session Q&A results are available online, and further questions can be directed to [info@housingforboyne.com](mailto:info@housingforboyne.com).

Next steps include a presentation to the City Commission, proposing purchase agreements and development tools, formal site plan submissions, securing tenants and funding, with a target construction start in spring 2025 and completion in summer 2026.

**Chair Aaron Place** opened the floor to public comment.

1. **Scott McKenzie, 847 W. Division St., Boyne City**  
Appreciates MCC's effort and incorporation of community input, highlighting the necessity of collaboration with organizations like MCC to address housing needs.
2. **Monica Peck, 1725 Altorf Strasse, Gaylord**  
Boyne Library Director, emphasizes the need for housing and highlights the benefits of the community room in expanding library services.
3. **Beth Freeman, 916 Pointe Dr., Boyne City**  
Evaline Library Trustee, echoes support for the project, emphasizing its benefits for downtown Boyne City and addressing housing and childcare needs.
4. **Mary Grayson, 400 Silver St., Boyne City**  
Boyne City Children's Librarian, stresses the need for affordable housing for various income ranges and highlights the positive economic impact of the proposed housing on the downtown area.
5. **Steve Persons, 437 Poplar St., Boyne City**  
Raises concerns about parking availability, particularly during holidays, as well as winter and overnight street parking.
6. **Steve Schnell, 401 W. Division St., Boyne City**  
Expresses support for the project and praises MCC's responsiveness to public feedback, emphasizing the importance of housing for families over parking concerns.
7. **Nathan Dobrosky, 2640 Boyne City Road, Boyne City**  
Raises a question about public parking availability, particularly regarding nearby church parking.
8. **Ward Collins, 1209 Wildwood Heights Rd., Boyne City**  
Supports the project, citing its potential to address housing needs and improve the downtown area.
9. **Jaye Lee Evans, 902 Lakeview Dr., Boyne City**  
Raises concerns about increased traffic and infrastructure demands due to the project's proposed housing units and commercial space.
10. **Lisa Alexander, 237 W. Dietz Rd., Boyne City**  
Expresses concerns about parking deficits and safety issues with proposed angled parking, as well as questions about income eligibility and project funding.
11. **Heather Judkins Ladd, 302 Groveland, Boyne City**  
Advocates for increased handicap parking and raises concerns about daycare workers' affordability of the proposed housing.
12. **Cindy Banner, 507 Spring St., Boyne City**  
Raises questions about MCC's nonprofit status, executive compensation, building height increases, and initial purchase price/decision to develop red building.



**13. Jenna Rolard, 3970 Spring Water Beach Rd., Boyne City**

Expresses concerns about the project's impact on Boyne City's character and suggests continuing to search for alternative housing solutions.

**14. Mark Smith, 1885 Davis Rd., Boyne City**

Owns the property that Upsy Daisy on. Discusses the potential impact of the project on neighboring properties, parking availability, and potential logistical challenges.

**6:32 pm, Tim Nemecek arrives.**

**15. Zach Sompels, 1303 Boyne City Rd., Boyne City**

Housing Ready Coordinator. Supports the project, emphasizing the need for housing and the developer's patience and responsiveness to community feedback.

**16. Pete Friedrich, 415 High St., Boyne City**

Discusses the potential parking benefits of housing residents working downtown.

**17. Christine Dixon, 420 Dam Rd., Boyne City**

Raises concerns about the project's compliance with city ordinances and questions the approval process. Requests formal response for the criteria that the City uses for approval of projects.

**18. Tim Neidhamer, 430 High St., Boyne City**

Former mayor, expresses support for the project, citing its benefits for downtown vibrancy and housing availability.

**19. Asuka Barden (Online), 423 E. Lincoln St., Boyne City**

Raises concerns about the project's impact on businesses, parking strain, and housing preferences.

**20. Jim Leismer, 406 Vogel St., Boyne City**

Addresses infrastructure concerns.

**21. John Henricks 2375 Pine Blvd., Boyne City**

Raises questions about infrastructure costs and suggests splitting the project into two phases.

**22. Lily Shearhart, 816 Pleasant Valley Rd., Boyne City**

Questions why the project can't be funded outside of downtown and suggests alternative housing models.

**23. Lesley Pritchard, 361 Wildwood Ridge Trail, Boyne City**

Expresses concerns about building height, parking allocation, and affordability for families.

**24. Jim White, 200 Water St., Boyne City**

Discusses parking concerns and questions the feasibility of angle parking and snow plowing.

**25. Mitchell Klooster (message to board member Nichole Moblo) 717 W. Division St., Boyne City**

Moblo reads the message. Unable to be at meeting. Expresses optimism about finding a middle ground on the project.

**Chair Aaron Place** closes to public comment and opens to Board discussion.

**Larry Chute to McPherson-** Seeks clarification on the city's support for the project and the current view of the City Commission. **McPherson** defers to **City Liaison, Tim Nemecek**. Provides background on the city's engagement with the library regarding housing needs and the developer selection process.

**Chair Place to Nemecek-** Inquires about the City Commission's support for the project with two buildings. Nemecek details the commission's stance and mentions ongoing questions.

**Nemecek** leaves around 7:20 pm.

**Chair Place-** parking questions. How many parking spaces does the parking lot have? **Monica Peck-** 45 currently in the library parking lot. With both buildings we would have 59 spaces between the two buildings. Usage would change with the addition of apartment residents.

**Chair Place to Chrumka-** building/funding two units at the same time. This is to make the funding work. Is hard to get funding in phases. Parking use- street parking is City owned, public parking. Inside the lot would be open to the public from 8a-5p.

**Chair Place to McPherson-** there was a question about narrowing of the road/hold up to traffic? There have not been traffic counts done yet to determine usage. Feels that the road is probably under capacity at this point. A count/analyzation of usage data is done at the formal site plan review.

**Chair Place to Chrumka-** Question about less space for road going with angled parking. We had pushed the building back on Lake St to make room for angled parking. What about Ray and Park? Not formal site plan/engineered plans. Would be able to fit angled spots where the parallel spots are currently by setting the building back from the property line. No impediment into roadway.

**Chair Place to Chrumka-** Questions about retail space- difficult to attract a commercial tenant when there is no formal site plan. Own 90,000 sq. ft. commercial space and vacancy is only two spaces across all properties. Would be open to having all residential, however Boyne City ordinance requires commercial on first floor.

**Chair Place to McPherson-** Lots of questions regarding angled parking on lake St. and safety. Would be reviewed by all departments (police, DPW) for car counts, speed, etc. in the formal site plan review process.

**Chair Place to Chrumka-** What is workforce housing? 60-120% area median income is what the industry describes as workforce housing. There are developers that serve low income, and she encourages the community to seek out low income housing developers if that is what the community would like to focus on. MSHDA publishes incomes and allowable rents annually. There will be a small % of non-income certified, so if they end up with an increase in income, they don't lose their lease. Discussion with Carl VanDomelen regarding increasing or decreasing income after being certified and what counts as income. Chrumka is not 100% sure on what counts for income.

**Jim Baumann to Chrumka-** questions regarding no parking on City Streets between 2a-6a. Is that problem for snow plows? No.

The zoning ordinance requires 1.5 parking spaces for a studio. Our studios are double occupancy. Your ordinance requires more parking than we see is necessary.

**Chair Aaron Place-** parking ordinance does not reflect any of the area around Boyne City. That is why we have tools to reduce required parking as needed.

**Aaron Place to McPherson-** can we add more handicap parking spaces? That would be up to the City Commission.

**Chair Place to Chrumka-** what does the agreement for the community room with the library look like? Currently in process of drafting a lease for review. Would be 30 years at \$1/ year. Library would be responsible for own trash collection, etc.

**What is the value of the red building?** Monica Peck- In 2010 the library purchased it for \$110,000. It was estimated by real estate agents at \$200,000.

**Chrumka-** To charge the library market rate rent it would be approximately \$15,000.

**Chair Place to McPherson-** for this project, what are the tax incentives? Whatever they request. The City isn't looking for anything.

**Chrumka-** looking to apply for TIF housing. City would be able to say how many units are income restricted and for how long. Determines the calculation on how much would qualify for. MCC plans to bring a proposal to the City Commission. Will not come for a full site proposal if the TIF proposal is not supported.

**Chair Place-** question on why we keep compromising parking. A 2018 study showed a surplus of parking. Would like to do a new study. The parking ordinance demands so much more parking than any other area. Would like to change the parking ordinance.

**Chrumka to board-** As a developer who works across MI, your parking ordinance actually discourages affordable housing and encourages non affordable housing. The required parking is the same no matter the sq. ft. of a building. Something will eventually be built on the property, by right. If parking ordinance is revised, tie it to affordability

**Chair Place to McPherson-** How does the pre-application process work? Offered by Planning Commission. Developer brings in their plan. It is for review and comment and to receive feedback on plan. There are no requirements to meet any ordinances. No action can be taken. No promises can be made.

**Chrumka-** So far, I haven't received any feedback. Just discussion if the project should happen or not.

**Chair Place to McPherson-** there was a question on the central business district only allowing 8 units for apartments? Sole residential use is only 8. Mixed use allows more units.

**Chair Place to McPherson-** Can infrastructure (water and sewer) handle these units? With every formal application, all departments will review and study to make a determination.

**Chair Place to McPherson-** What about infrastructure costs and construction costs? All departments coordinate to work together to make sure the work is done in the least impactful way.

**Chrumka-** we've had several projects with total closure is matter of weeks. Most staging on site itself.

**Chair Place to Chrumka-** Why wouldn't we build on M75? If that had been brought up originally, we could've looked at it. The funding we are applying for is specific to downtown.

**Chair Place to McPherson-** there is a question about height ordinance? The ordinance is 45'. There was a change a few years ago where the stories specified was removed.

**Chair Place-** and how it fits in to Adjacent properties? For Lofts project, this is a transitional project. At Ray, library isn't much shorter. **Moblo** questions the actual height of the library. **Monica Peck-** library is 41'.

**Larry Chute-** To the comments on parking, it is not a problem. E. Main street is one block away with 15 additional spots. For those going faster, that is a police enforcement issue.

**Chrumka-** Understand the concerns. Willing to put into writing what we will do. It will either be a yes or a no. Hope to outline a legal document.

**Chair Place to McPherson-** On Park and Ray, is that an alleyway? No.

**Chair Place-** Very much in support. Planning Commission is told over and over we need housing. Had a project on M75 and people shot it down. If we don't take this opportunity, we'll continue to have this problem.

**Jeff Ross-** agrees with Chair Place.

**Nichole Moblo-** On the parking component, would it be helpful to know what other communities have as ordinances for parking? Suggests back in only angled spots as an option.

**Baumann-** Agree with most everyone's thoughts. Impressed with five public meetings.

**Chair Place-** No issues. Main Street design approved the design.

**VanDomelen-** Supports project. Benefits the community.

## Staff Report

**Skylar MacNaughton-** In support of Ray Street more so than Lake Street.

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**McPherson** updates the board on the special City Commission meeting held on Friday, 3/15/2024. They discussed city owned properties (specifically North Boyne Property and Community Garden area). and developed lists of what it would take to bring each property to the point of bringing in a developer.

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**Good of the Order**      **Chute** will not be at the April meeting.

**J. Ross** questions if there is any follow up with the open meetings? **McPherson** confirms that that there will be additional training scheduled.

**Adjournment**

The next regular meeting of the Boyne City Planning Commission is scheduled for Monday, April 15, 2024 at 5:30 p.m.

**Motion**

**2024-02-19-06**

**Larry Chute moved, Jim Baumann seconded, passed unanimously**, a motion to adjourn the March 18, 2024 meeting at 8:07 pm.

Roll Call: Jim Baumann, Larry Chute, Skylar MacNaughton, Nichole Moblo, Aaron Place, Jeff Ross, Carl VanDomelen

Ayes: 7

Nays: 0

Absent: 2

Abstain: 0

*Motion Carried*

\_\_\_\_\_  
Chair, Aaron Place

\_\_\_\_\_  
Recording Secretary, Jennifer Eads

## CITY OF BOYNE CITY

**To:** Chair Aaron Place, and fellow Planning Commissioners

**From:** Scott McPherson, Planning Director

**Date:** May 20, 2019

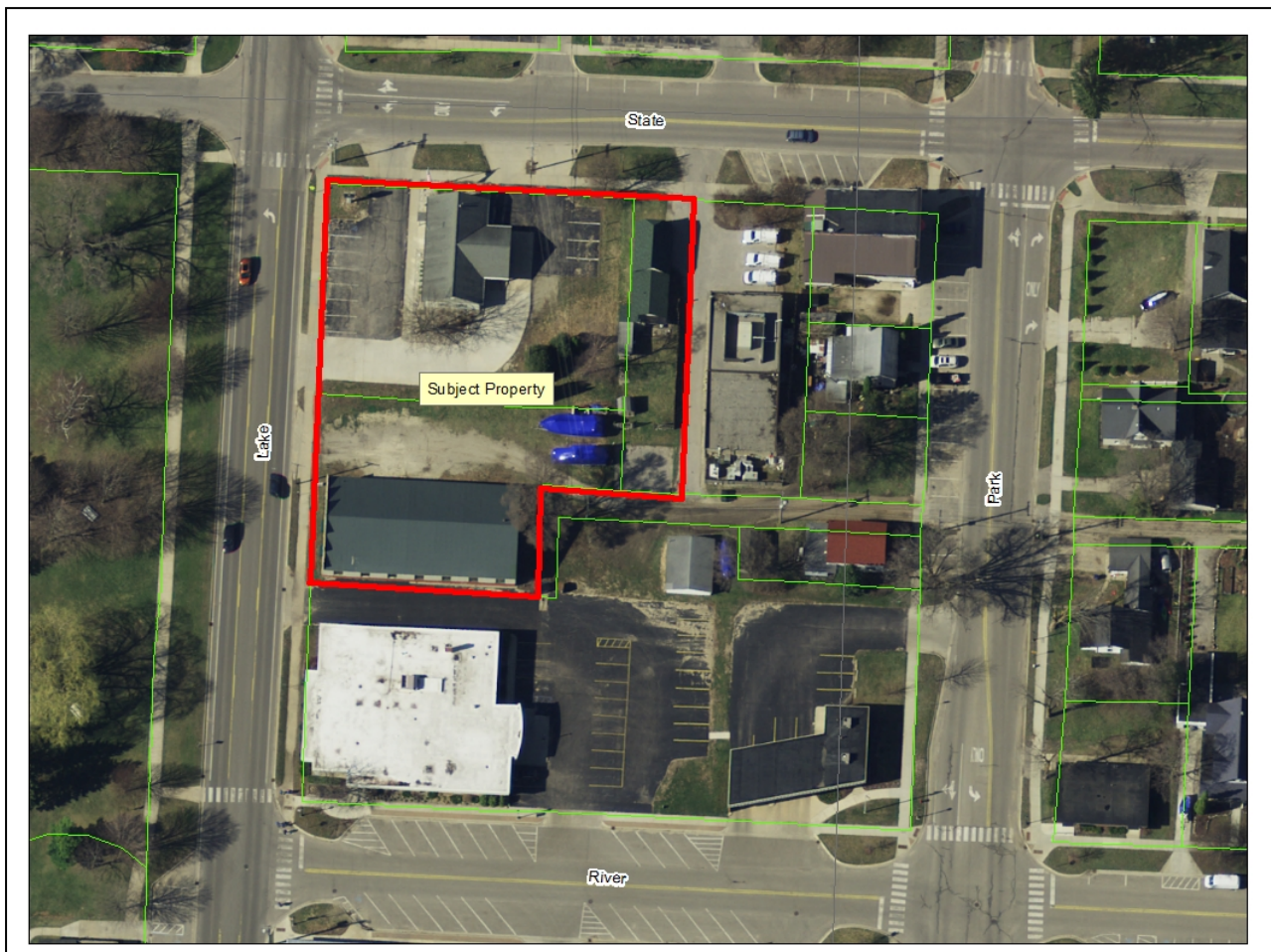
**Subject:** Lofts on Lake Street Development Plan Review



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### Background Information

The property located at 100 N Lake St is owned Michigan Community Capital (MCC). The parcel, PID 15-051-240-030-50, has a land area of approximately 40,400 square feet with 227 feet of frontage on Lake Street and 198 feet of frontage on State Street. The property is zoned Central Business District (CBD). In 2019 A 27,075 sqft 3 story mixed used building was approved consisting of a 9,025 sqft commercial space on the first floor and total 42 apartments on the 2<sup>nd</sup> and 3<sup>rd</sup> floors. The apartments consisted of 6 studio, 28 single bedroom, and 8 two bedroom units. In 2022 a revised plan was approved that reduced the first-floor commercial space to 6,810 sqft and 5 apartments were added. The total number of apartments increased to 45 units which was comprised of 8 studio units, 21 one-bedroom, and 16 two-bedroom units. After several unsuccessful attempts to secure funding for the site, MCC has submitted a revised plan to increase the number of units to reduce the per unit cost for the project in an effort to make the project more attractive for funding.



The revised plan increases the number of floors from 3 to 4, and increases the total number of apartments to 57, which are comprised of 15 studio units, 27 one bedroom units, 18 two bedroom units and 3 three bedroom units. The first floor would now be comprised of 7,909 sqft of retail lease space.

## **Discussion**

In the CBD a mixed-use development is principle permitted use as per section 10.20(M) of the Boyne City Zoning Ordinance (BCZO). While the proposed use is a use by right and the Planning Commission has no discretion in terms of the proposed use, it may be beneficial for the Planning Commission to review the intent and purpose of the CBD and the applicable City planning documents that include or reference the project site.

As per section 10.10 A-L, the CBD is designed and intended for the following:

- A. *Encourage innovative, traditional and neo-traditional commercial and mixed use developments.*
- B. *Encourage a lively social environment and economically viable downtown with a wide variety of uses in a pedestrian-oriented setting, with shared parking.*
- C. *Extend greater opportunities for traditional community living, working, housing and recreation to all citizens, residents, and visitors of the city.*
- D. *Encourage a more efficient use of land and public services, and to reflect changes in technology of land development by directing new development in a traditional, compact, and consolidated pattern of mixed use and varied commercial styles.*
- E. *Reduce the excessive sprawl of development and the segregation of land uses that cause unnecessary traffic congestion.*
- F. *Prohibit the development of drive-in and drive-through facilities, which contributes to traffic congestion and poses a threat to the pedestrian environment.*
- G. *Discourage the development of separate off-street parking facilities for each individual use, and to encourage the development of off-street parking facilities designed to accommodate the needs of several individual uses.*
- H. *Prohibit uses that do not deal directly with consumers and are disruptive to pedestrian activities.*
- I. *Promote the creation of urban places which are oriented to the pedestrian thereby promoting citizen security and social interaction.*
- J. *Promote developments where the physical, visual and spatial characteristics are established and reinforced through the consistent use of compatible urban design and architectural design elements which improves the visual character of the downtown. Such elements shall relate to the design characteristics of an individual structure or development, to other existing and planned structures or developments in a harmonious manner, resulting in coherent overall design and development patterns for the downtown.*
- K. *Prohibit commercial and business uses that create objectionable noise, glare, odors, or other nuisances.*
- L. *Encourage development of an urban Main Street with mixed land uses, shared parking, and continuous frontage which not only serves the needs of the immediate neighborhood, but also the City and surrounding areas as a whole.*

As per the Future Land Use map in the 2015 Boyne City Master Plan the subject parcels are located within the Downtown Core. The intent and purpose for properties located in the Downtown Core is described in the plan as follows:

**“Downtown Core**—The downtown and historic core is the focal point of Boyne City providing a mix of retail, office, residential, and public uses, supported by a transportation system that creates a pedestrian friendly atmosphere. This area provides easy access to local businesses with an enhanced streetscape environment. This plan promotes continued mixed-use development in the Downtown Core to reinforce the unique identity and attractive pedestrian environment. This land use category is intended to encourage commercial uses, small-scale retail shopping, entertainment uses, convenience stores, office, and personal and business service uses. Residential uses are encouraged on upper floors of commercial buildings. Building heights should generally not exceed three stories, except where it can be demonstrated that additional height will not alter the historic character of the downtown. Brick, stone and masonry will be the primary building materials in this area to give a sense of permanence.”



In 2019 the 100 N Lake Street parcel was designated as a Redevelopment Ready Community (RRC) priority development site and it was included in the 2015 Boyne City Master Plan as a priority redevelopment site. The Boyne City Master Plan describes Priority Redevelopment Sites as follows:

*“Priority Redevelopment Sites - As part of the RRC (Redevelopment Ready Community) certification process the City was required to assemble and prioritize potential redevelopment sites. To accomplish this task the City completed an inventory and review of all the potential redevelopment sites in the City. The criteria used for inclusion into the priority list was the properties needed to be located in or close to the downtown, needed to be currently vacant or underutilized land and/or buildings, and the properties had attributes that set the site apart such as historic designation, blight, location, architecture or other unique characteristics that would make it an important and significant property.”*

As a RRC designated priority site the 100 N Lake Street property was advertised and promoted for redevelopment by the City and by the State through the MEDC Redevelopment Ready Communities *“Opportunity Michigan high priority redevelopment sites across the state.”*

## REGION 2

### Northwest region



#### Lally Building

100 North Lake Street, Boyne City, MI 49712



This currently vacant building is located close to downtown with views of Lake Charlevoix and offers a commercial redevelopment opportunity. Property has 111 feet of frontage on Lake Street with ingress and egress from Lake and Park streets. Veterans Park is directly across the street.

**Owner:** Patrick and Carolyn Lally

**Contact:** Pat O'Brien Realty

231.582.1700, pat@patobrien.com

**City contact:** Michael Cain

231.582.0377, mcain@boynecity.com

**Zoning:** Downtown mixed-use

**Lot size:** 0.35 acres

**Building size:** 5,000 square feet

**State equalized value:** \$76,700

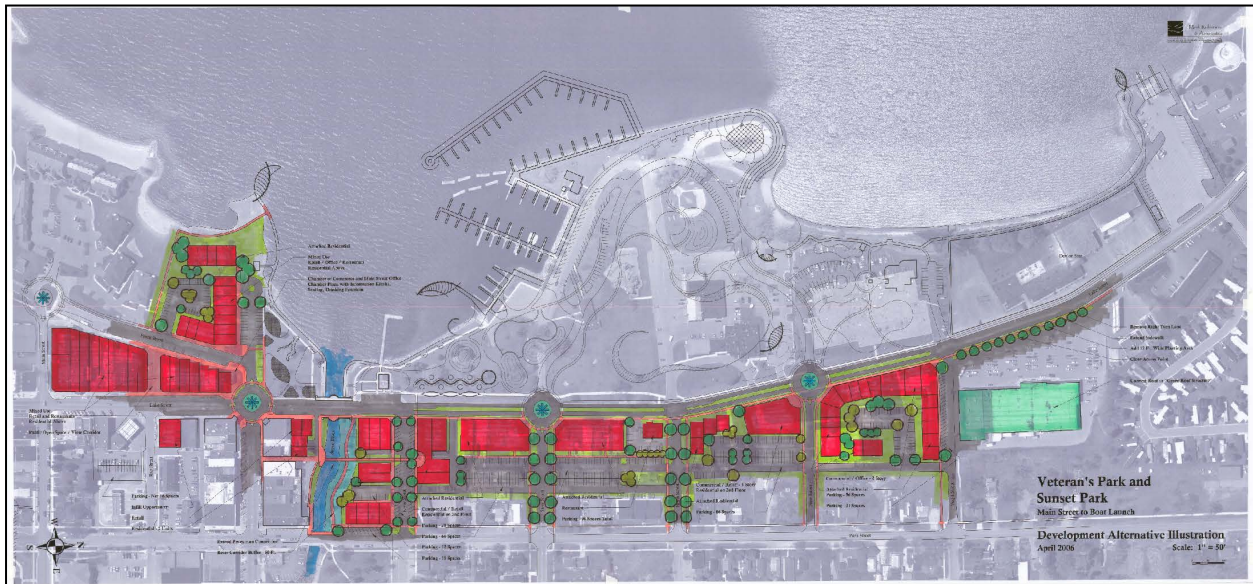
**Utilities:** Water, sewer, electricity, natural gas, fiber, cable

**Certification:** Main Street: Master

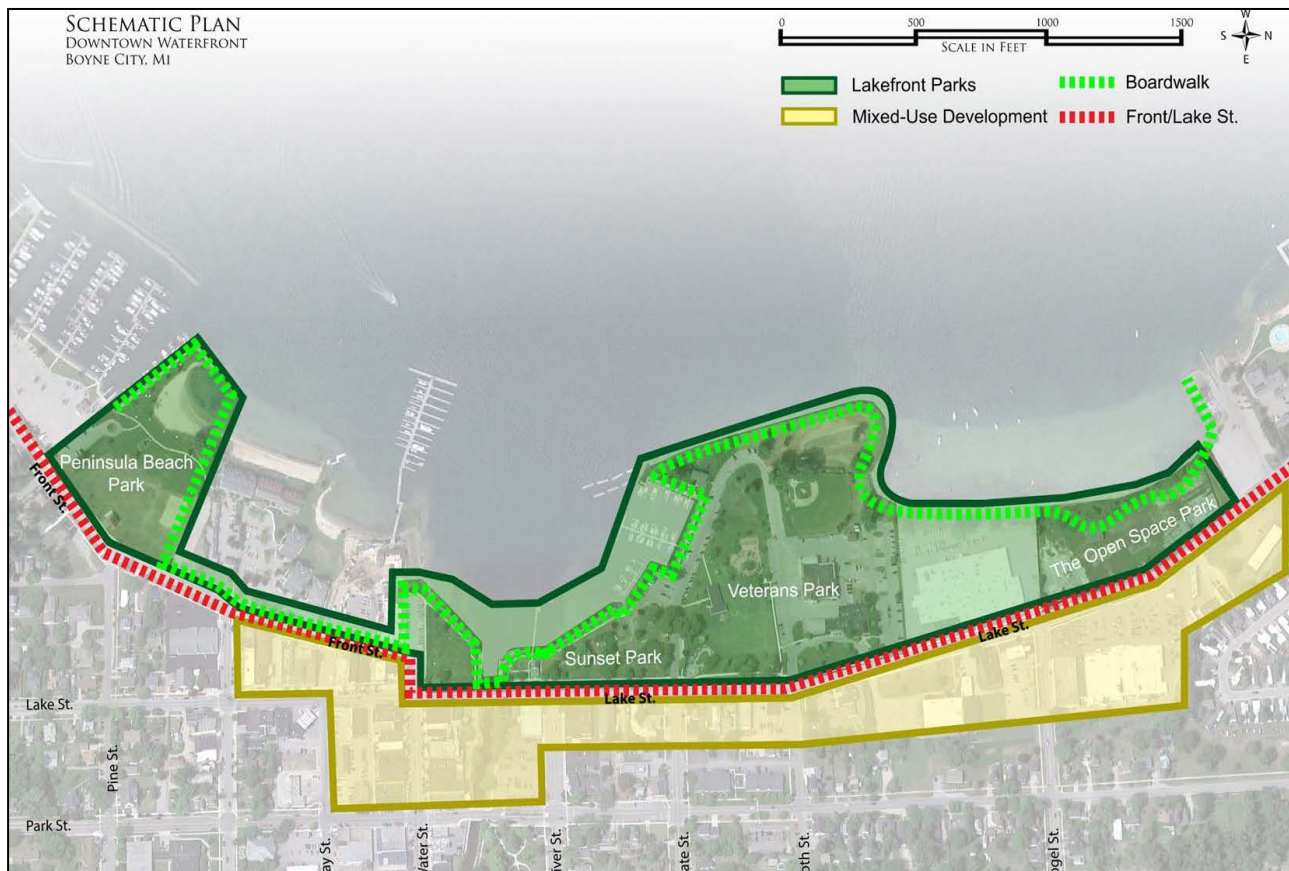


The project area is included in the 2006 Waterfront Master Plan and the plan states the following for this area: *“Lake Street from the River to Vogel Street - This area is highly suitable for redevelopment that introduces more residential units into the downtown core and retail and other nonresidential as market may bear. The area from the river to State Street is suggested for mixed use.”* The plan also included a conceptual design for this area and it is shown below:





The project area is also included in the 2017 Boyne on the Water Plan which designates the east side of Lake Street for mixed use. The Boyne on the Water Plan also addresses the issue of parking and states the following: *“By eliminating parking minimums, adopting shared parking agreements, exploring pricing on-street and off-street parking in a variable way, and reducing requirements for parking for individual developments, Boyne City can create a more vibrant, walkable, and dense core that will compliment waterfront development and allow more space along the waterfront to be devoted to human-scale use rather than asphalt and parking spaces.”*



The proposed mixed use is a principle permitted use in the CBD and as such the Planning Commission does not have discretion regarding the use. The proposed building placement, height, and lot coverage meet all the applicable requirements of BCZO Article XX schedule of regulations. In addition to these requirements the project is located in the Downtowns District Authority (DDA) district and is required to have design review completed by the Mainstreet design committee. This was completed on March 4, 2024 and the minutes of that review have been included.

One area the Planning Commission does have discretion is provided in BCZO section 19.40(T) in determining the amount of parking the development should provide. The proposed parking for the proposed use is less than the ordinance standards of BCZO Article 24 and the applicants have requested the Planning Commission approve the reduction and/or waiver of spaces as provided by BCZO sections 24.20(F) and 10.50(M).

For the previous approved plans the Planning Commission determined the 20% reduction as per BCZO section 24.20 (F) was applicable and that there was rationale for reducing the parking requirement as per BCZO section 10.50(M). The Planning Commission would need to again make a finding on these issues for the revised plan. The specific ordinance sections are as follows:

*Section 24.20(F) In the instance of dual function of off-street parking spaces where operating hours of buildings do not overlap and there is an opportunity for a patron to visit more than one use, the Planning Commission may grant a reduction to the required number of spaces of up to twenty percent (20%) provided a signed agreement is provided by the property owners.*

*Section 10.50(M) The Planning Commission shall determine if the number of off-street parking and loading/unloading spaces required per Article XXIV of this Ordinance shall be met, or if a lesser number spaces or no spaces are required due to the following: the availability of on-street parking spaces, off-site parking lots, or municipal parking lots; a finding that patrons will either walk to the site from nearby neighborhoods, or will park at other sites and visit several uses at one time; or the placement and configuration of existing buildings.*

A formal finding is regarding the parking is required for plan approval. the proposed commercial space is expected to have a mix of commercial uses that are anticipated to include retail, office and restaurant uses, the parking requirements were calculated by dividing the commercial space into 3 equal parts and calculating individual parking counts for each of the anticipated uses. The calculations are as follows:

Retail	1 space for every 250 sqft gfa x 7,909 sqft	22 spaces
2&3 Bedroom Apartment	2 spaces per unit x 21 units	42 spaces
<u>Studio and 1 Bedroom</u>	1 ½ spaces per unit x 36 units	<u>54 spaces</u>
Total		118 spaces

The application of the 20% reduction as per 24.20(F) would reduce the total of the calculated parking to 94 spaces. The proposed project will include the development of 63 off street private parking spaces and 24 on street public parking for a total of 87 new parking spaces. While the on-street spaces will remain public, the addition of the spaces to the overall parking supply can be one of the factors the Planning Commission considers in making a finding that a lesser number of parking spaces are needed as per 10.50(M).

The Planning Commission can also refer to the 2018 Boyne City Parking Study in making a finding. The study included assessments of the overall study area and the core downtown area. The property is located outside the core area and is specifically shown as Development Site 1 on map 6 page 33 of the Parking Study. The Study says the following about parking turnover and occupancy and parking demand.

*TURNOVER AND OCCUPANCY SUMMARY- The number of spaces occupied at peak time in downtown Boyne City are relatively low. The peak overall occupancy was 39% with 647 of the 1,622 spaces occupied. When we analyzed the results for the core area we see that the peak overall occupancy increases to 52%, with 408 of the 782*

*spaces occupied. This tells us that there is still sufficient parking in the downtown area available during peak hours, though all parking may not be available for all users. Additionally, the public parking may not be located as the most convenient spaces for all destinations.*

*PARKING DEMAND - The current daytime parking situation in the entire study area as calculated showed an overall surplus of 765 spaces. When looking at the core area this surplus is only 302 spaces. Currently there is parking located within a couple of blocks of all areas to handle shortages. As development continues and additional businesses come to downtown Boyne City, there is the potential for an increase in the intensity (number of people visiting each land use) and of overall land use. Therefore, it is important to constantly monitor the parking system and update the demand model with any changes to the parking supply or land use. The updated model should then be compared to occupancy counts from the parking system.*

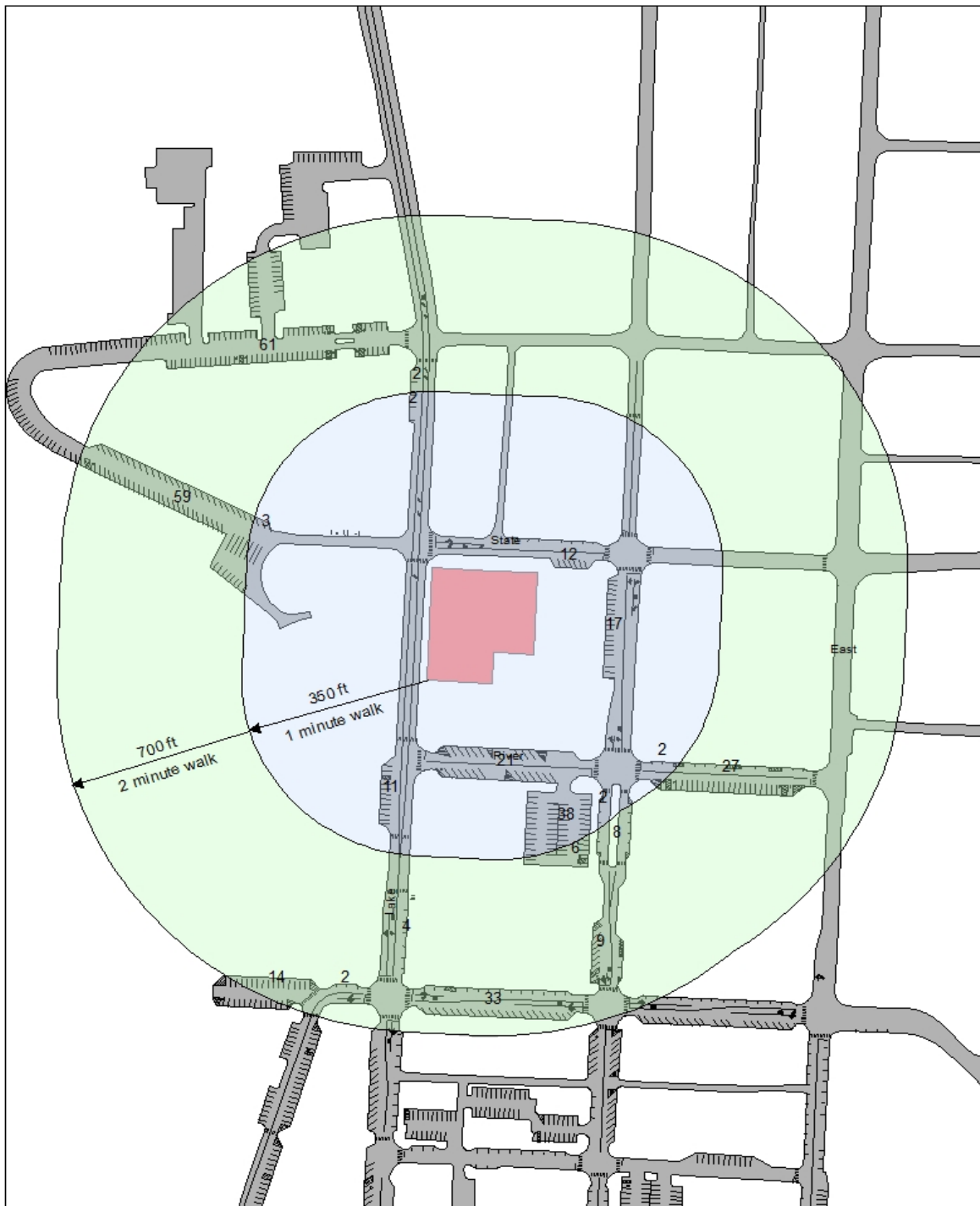
As suggested by the parking demand summary, the parking demand model was updated to include the impacts of the proposed development. Inputting the proposed uses into the model would increase demand for the block to 142 spaces and increase the supply to 145 spaces for a net surplus of 3 spaces. The proposed development has less floor area (58,978 vs 69,960) and a larger number of new parking spaces (87 vs 22) than was modeled for this site in the 5-year forecast. Due to these differences the proposed development has a net surplus of 3 spaces as opposed to the forecasted deficit of 103 spaces that was shown in the 5-year scenario (map 5.1 pg 30).

In addition to the parking demand model the Planning Commission can consider the availability of public parking areas in the vicinity of the project. An inventory of all public parking spaces that are available to the general public within a two minute walk of the parcel was completed. The inventory did not include spaces that were private, handicap or reserved. Within a one minute walk (350') of the site there are 108 public parking spaces, extending out to a two minute walk (700') there are over 300 public spaces available. To gauge the current use of spaces in close proximity to the project, counts were obtained for several of the public parking areas around the subject parcel. Counts were obtained by referring to aerial images from 15 different time periods and also by conducting 32 counts over the last 35 days for a total of 47 observations.

<b>Lot Name</b>	<b>Total Spaces</b>	<b>Average Spaces Used</b>	<b>Average Percent Used</b>	<b>Average Spaces Available</b>	<b>Average Percent Available</b>
3C	6	3.26	54.3%	2.74	45.74%
4A	6	1.34	22.3%	4.66	77.66%
4B	17	2.60	15.3%	14.40	84.73%
6A	12	0.30	2.5%	11.70	97.52%
6-46	46	18.15	39.5%	27.85	60.55%
6B	5	1.28	25.5%	3.72	74.47%
2BB	11	2.00	18.2%	9.00	81.82%
7A	23	4.09	17.8%	18.91	82.24%
7DD	5	0.32	6.4%	4.68	93.62%
4C	9	1.17	13.0%	7.83	87.00%
5C	10	0.87	8.7%	9.13	91.28%
All	150	35.36	23.6%	114.64	76.43%

Counts were completed on weekdays, either in the morning after 8 am or in the afternoon prior to 4:30 pm. The counts were obtained for the public lot on River Street and for the on street parking on State Street between Lake and Park, on Park Street from State to north of the river, on River Street from Lake to East and Lake Street from north of the river to River Street. A total of 150 public parking spaces were

included in the count area. Based on these observations, the average usage of the entire count area was just over 35 spaces which is approximately 23.6% of the available public parking in the count area. This would leave on average 115 spaces or 76.43% of the spaces in the count area available. A map of the parking areas within a 2 minute walk is show below:



## PROCESS

The application requires development plan review by the Planning Commission as per article 19 Development Plan Requirements. A preliminary review of the proposed plan was completed by the Planning Commission on April 15<sup>th</sup>. As the project is in the Mainstreet District a review of the project by the Main Street Design Committee is required and was completed on April 2<sup>nd</sup>.

**RECOMMENDATION**

The Planning Commission should review the applicable standards of BCZO Article 19 Development Plan Requirements and Article 10 Central Business District Design Requirements and make a determination based on the relevant facts if the standard is met, not met or met with conditions. If approved with conditions the conditions must be listed, if denied the reasons for denial must be stated.

## LOFTS ON LAKE STREET CBD DEVELOPMENT REQUIREMENTS FINDINGS

<b>Section 10.50 Development Requirements.</b> Buildings in the CBD should possess architectural variety, but must enhance the overall cohesiveness of the downtown's character and appearance as determined by the Planning Commission. Building heights, story levels, window sizes and proportions, architectural features, and building materials must remain consistent with those of existing or adjacent buildings within the downtown.		
ORDINANCE REQUIREMENT	FACTS	FINDING
A. Development Plan. Development plan approval for all uses as specified in Article XIX of this Ordinance. The Planning Commission may also request a preliminary or conceptual review by the Downtown Development Authority or its Architectural Review Committee for development plans within the CBD.	Development Plan Provided, plan review completed by design committee.	
B. Building Placement. Buildings shall be built at lot lines with no setbacks, or the average setback of other buildings on the block as determined by the Planning Commission. The Commission may require greater setbacks if such space, in their determination, is needed for off-street parking or other requirements.	Building has approximately 5' setback from west lot line 0' on north 4' on south and 20' on east.	
C. Building Height. New buildings must contain at least two (2) stories if the building is proposed for a corner lot or is adjacent to a multiple story building, unless the Planning Commission determines requiring a second story will not significantly enhance the character and appearance of the downtown	4 Story building proposed on corner lot.	
D. Building Mass. Buildings located at gateways entering the CBD Central Business District shall mark the transition into and out of the downtown in a distinct fashion, using massing, additional height, contrasting materials and architectural embellishments to obtain this effect. Buildings on corner lots shall be considered more significant structures, since they have at least two (2) front façades visibly exposed to the street. The Planning Commission may require additional height and architectural embellishments, such as corner towers, relating to their location.	Building located on a corner lot on northern gateway of CBD district with two facades visible from street. Contrasting materials and architectural embellishments incorporated into façade.	
E. Façade Design. All visible building façades from public right-of-way or public land shall conform with the following design criteria: 1. Architectural Features. Building façades greater than thirty-three (33) feet in length shall contain architectural features, details and ornaments that are consistent with predominating architectural styles found within the downtown such as: arches; roof cornices; contrasting bases; contrasting masonry courses, or molding; pilasters or columns; corbeling; contrasting bands or color; stone or ceramic accent tiles; colonnades; or porches. Elements such as wall clocks, decorative light fixtures, and door or window canopies are recommended. Blank, windowless walls are prohibited. All non-residential buildings must have interior downspout and gutter systems; exterior downspouts and gutters are not permitted for non-residential buildings, except for those originally constructed for single-family residential purposes. 2. Fenestration. All façades visible from the street must contain glazed glass windows. Windows shall be recessed and include visually obvious sills. Spaces between windows shall be formed by columns, mullions, or material found elsewhere on the façade. Clear window glass is recommended; green, blue, bronze, or smoke tints are permitted. Window shapes shall be rectangular, square, or palladian (mostly rectangular with semi-circular top)		

## LOFTS ON LAKE STREET CBD DEVELOPMENT REQUIREMENTS FINDINGS

<p>E(2)(a) Glazing on the first floor shall occupy a minimum sixty percent (60%) and a maximum of seventy percent (70%) of the façade. No glazing on first floor shall be placed less than two (2) feet six (6) inches above the sidewalk. No glazing on the first floor shall be placed more than eight (8) feet above sidewalk.</p> <p>E(2)(b) Glazing on the second or higher floors shall be a minimum thirty percent (30%) and a maximum of sixty percent (60%) of the façade. Vertical window orientation shall have a width-to-height ratio of at least one (1) to (2), and shall be consistent with adjacent buildings. Horizontal windows with a width-to-height ratio of between one (1) to one (1) and four (4) to one (1) may be permitted by the Planning Commission if they determine such window orientation is consistent with the appearance and character of the downtown. Shutters, if used, shall be mounted on either side of a window shall be equal to one-half (2) of the width and one (1) times the height.</p>	<p>Building façade greater than 33' building facades include contrasting architectural features and masonry. Window sizes between 1 to 1 and 4 to 1. First floor glazing 60%, 2<sup>nd</sup> – 4<sup>th</sup> floors 30%.</p>	
<p>E(3). Building Materials. Building materials must be consistent with the surrounding neighborhood character, as determined by the Planning Commission. Building materials on the front façade or any façade visible from a public right-of-way must be primarily of natural materials conveying permanence, as determined by the Planning Commission. Each front façade, any façade visible from a public right-of-way, and any façade with a dedicated public entrance into the building should contain at least sixty percent (60%) percent of the recommended materials.</p>	<p>Building façades with dedicated public entrance exceed 60% of recommended materials.</p>	
<p>E(4). Exterior Colors. Exterior colors shall be compatible with the colors on adjacent buildings, subject to review and approval by the Planning Commission. The following natural colors are encouraged for the main portions of building façades and roof forms: neutral earth tones (sand to brown); shades of gray; traditional colors (e.g., brick red, forest green, navy blue); light, subdued hues (e.g., salmon); or white. Contrasting, accent colors which are compatible with the primary colors listed above are encouraged for trim, accent, and other decorative architectural features. The use of bright or fluorescent colors (e.g., purple, orange, pink, lime, yellow) is discouraged. Colors should be natural to the material or pigmented, and not painted on the material whenever possible.</p>	<p>Building colors consist of neutral earth tones</p>	
<p>F, Side or Rear Façade Design. All sides of a building shall be similar in design, detail, and material to present a cohesive appearance to neighboring properties. Wherever a side or rear façade is visible from a public right-of-way, or if parking is located at the side or rear of a building, the façade shall be designed to create a pleasing appearance. Materials and architectural features similar to those present on the front of the building shall be used on the side or rear façade. All visibly exposed sides of a building shall have an articulated base course and cornice. The base course shall align with either the kickplate or sill level of the first floor. The cornice shall terminate or cap the top of a building wall, and may project out horizontally from the vertical building wall plane and may be ornamented with moldings, brackets and other details. The middle section of a building may be horizontally divided at floor, lintel,</p>	<p>Side and rear façades similar in design and detail.</p>	



## LOFTS ON LAKE STREET CBD DEVELOPMENT REQUIREMENTS FINDINGS

or sill levels with belt or string courses. Waste receptacle and service areas shall be completely screened with a decorative masonry wall or some other acceptable form of screening as approved by the Planning Commission. Open areas shall be landscaped with lawn, ground cover, ornamental shrubs and trees. On every site involving new development or redevelopment, foundation plantings adjacent to the building shall be provided. The species and design shall meet the requirements of Article XXIII, Landscaping Requirements.		
G. Building Entrances. All buildings shall have at least one (1) primary public entrance that faces a public street unless a building does not face a public street and/or right-of-way. Rear entrances are permitted, only if there is a primary entrance from a public street. Main entrances to buildings shall incorporate devices such as canopies, recessed entrance ways, larger door openings and display windows, accent colors, and architectural details such as tile work, moldings, and distinctive door pulls. Doors measuring seven (7) and eight (8) feet high are highly recommended. Doors measuring six (6) feet eight (8) inches high shall have a glass transom with a minimum height of twelve (12) inches.	5 public entrance locations on Lake street. Doors measure between 7 and 8 feet with glass transoms.	
H. Rooflines shall be consistent with adjacent buildings and the surrounding neighborhood character as determined by the Planning Commission. Flat roofs shall be used in the CBD.	Flat roof proposed.	
I. Exterior lighting must be placed and shielded so as to direct the light onto the site and away from adjoining properties. The lighting source shall not be directly visible from adjoining properties. Floodlights, wall pack units, other types of unshielded lights, and lights where the lens is visible outside of the light fixture shall be prohibited, except where historic-style lighting is used that is compatible with existing historic-style lamps approved by the Planning Commission. Sidewalks and parking areas shall be properly lit to facilitate the safe movement of pedestrians and vehicles and provide a secure environment. In parking areas, the light intensity shall average a minimum of one (1) foot candle, measured five (5) feet above the surface. Parking lot lighting shall be consistent and/or similar with other fixtures used throughout the downtown, as determined by the Planning Commission, and no greater than twenty-four (24) feet. In pedestrian areas, the light intensity shall average a minimum of two (2) foot candles, measured five (5) feet above the surface.	Lighting plan and fixture spec sheets provided.	
J. <u>Canopies and Awnings</u> . Canopies and awnings shall be permitted on buildings as follows: 1. All awnings must be made from canvass fabric or similar water-proofed material, rather than metal, aluminum, plastic, vinyl, or rigid fiberglass. 2. All awnings shall be attached directly to the building, rather than supported by columns or poles. 3. In buildings with multiple storefronts, compatible awnings shall be used as a means of unifying the structure.	None Proposed	
K. <u>Signs</u> . Signs for all uses shall be permitted as specified in the Boyne City Sign Ordinance.	Signs details not provide, sign permit required.	



## LOFTS ON LAKE STREET CBD DEVELOPMENT REQUIREMENTS FINDINGS

<p>L. Mechanical Equipment. All units and appliances for air conditioning, HVAC systems, exhaust pipes or stacks, elevator housing and satellite dishes or other telecommunications receiving devices shall be thoroughly screened from view from the public right-of-way and from adjacent properties, by using walls, fences, roofline elements, penthouse-type screening devices or landscaping. Fire escapes shall not be permitted on a building's front façade. In buildings requiring a second means of egress pursuant to the local building codes, internal stairs or other routes of egress shall be used. Solid metal security gates or solid roll-down metal windows shall be prohibited. Link or grill type security devices shall be permitted only if installed from inside, within the window or door frames; or if installed on the outside, if the coil box is recessed and concealed behind the building wall. Security grills shall be recessed and concealed during normal business hours. Models which provide a sense of transparency by colors, are encouraged. Other security devices fastened to the exterior walls are prohibited.</p>	<p>Mechanical equipment screened with roofline elements.</p>	
<p>M. Parking and Loading. The Planning Commission shall determine if the number of off-street parking and loading/unloading spaces required per Article XXIV of this Ordinance shall be met, or if a lesser number spaces or no spaces are required due to the following: the availability of on-street parking spaces, off-site parking lots, or municipal parking lots; a finding that patrons will either walk to the site from nearby neighborhoods, or will park at other sites and visit several uses at one time; or the placement and configuration of existing buildings. If required, parking lot design shall comply with the standards below, in addition to the provisions of Article XXIV.</p>	<p>118 spaces required by Article XXIV, 63 private off street and 24 public on street parking spaces provided. With 20% reduction as per 24.20(F) reduced to 94.</p>	
<p>N. Service Access. A service alley or designated loading space shall be reserved at the rear of the building. Loading from secondary streets may be permitted by the Planning Commission upon demonstration by the applicant that through traffic flow and access to neighboring uses will not be disrupted.</p>	<p>Alley access from Park St provided.</p>	
<p>O. Landscaping shall comply with the following provisions and Article XXIII of this Ordinance.</p> <ol style="list-style-type: none"> <li>1. On every site involving new development or redevelopment, street trees with a minimum caliper of two-and-a-half (2 2) inches shall be provided at twenty-five (25) foot intervals. Any of the following street trees with a minimum caliper of two-and-a-half (2 2) inches shall be planted within the road right-of-way at twenty-five (25) foot intervals: Red Maple, Green Ash, Bradford Pear, or Little Leaf Linden, White Ash, or Honey Locust, subject to review and approval by the Planning Commission.</li> <li>2. On every site involving new development or redevelopment, a landscape plan shall be submitted for review and approval. The landscape design shall compliment the character of the downtown.</li> <li>3. Lots for apartment and non-residential uses shall balance the functional requirements of parking with the provision of pedestrian amenities. Transition areas between parking and civic, commercial or residential uses shall be designed with textured paving, landscaping and street furniture.</li> </ol>	<p>Landscaping plan provided.</p>	

## LOFTS ON LAKE STREET CBD DEVELOPMENT REQUIREMENTS FINDINGS

P. <u>Screening</u> . Where a new or expanded use occurs in this District, after the effective date of this Zoning Ordinance, which new or expanded use abuts directly upon a residential district, protective screening shall be provided.	Does not abut residential district.	
Q. <u>Courtyards and Plazas</u> . Exterior public and semi-public spaces, such as courtyards or plazas, shall be designed for function, enhance surrounding buildings, and provide amenities for users in the form of textured paving, landscaping, lighting, trees, benches, trash receptacles and other items of street furniture, as appropriate. Courtyards shall have recognizable edges defined on at least three (3) sides by buildings, walls, elements of landscaping, and elements of street furniture, in order to create a strong sense of enclosure.	Building setback from west property line to creates increased pedestrian area in front of building.	
R. <u>Utilities</u> . All public and semi-public utilities and services, including but not limited to electricity, telephone, cable television, and others, shall be placed underground.	Utilities underground	
S. <u>Enclosed Buildings</u> . Within the CBD, all activities, unless specifically provided for herein, shall be conducted entirely within an enclosed building.	All activities within enclosed building	

**DEVELOPMENT SITE PLAN REVIEW STANDARDS**  
**FINDINGS OF FACT**  
**LOFTS ON LAKE STREET**

**Section 19.40 Development Plan Approval Criteria.**

In order that buildings, open space and landscaping will be in harmony with other structures and improvements in the area, and to ensure that no undesirable health, safety, noise and traffic conditions will result from the development, the Planning Commission shall determine whether or not the development plan meets the following criteria, unless the Planning Commission determines that one or more of such criteria are inapplicable:

<b>ORDINANCE REQUIREMENT</b>	<b>FACTS</b>	<b>FINDINGS</b>
<u>A. General.</u> All elements of the development plan shall be designed to consider the site's topography, the size and type of plot, the character of adjoining property, and the traffic operations of adjacent streets. The site shall be developed so as not to impede the normal and orderly development or improvement of surrounding property for uses permitted in this Ordinance. The development plan shall conform with all requirements of this Ordinance, including those of the applicable zoning district(s).	The subject parcels are located at 100 N Lake. The parcel is zoned CBD and is approximately 40,400 sqft. The parcel was previously developed, all structures have been removed and site contamination has been remediated. The proposed project is a 4-story mixed use building comprised of a 7909 sqft of retail space on the first floor, the 2 <sup>nd</sup> , 3 <sup>rd</sup> and 4 <sup>th</sup> stories have a total of 57 residential units comprised of 15 studio, 27 one bdrm, and 18 two bdrm and 3 three bdrm. Adjacent properties are AT&T switching station and Huntington Bank office. Primary vehicle access to the site will be from State street. 2 existing curb cuts from Lake St and 1 from State St will be eliminated. Emergency access will be available from the alley connecting to Park St.	
<u>B. Building Design.</u> The building design shall relate to the surrounding environment in regard to texture, scale, mass, proportion, and color. High standards of construction and quality materials will be incorporated into the new development. In addition to following design guidelines adopted in specific district or sub-area plans, the building design shall meet the architectural and building material requirements of this Ordinance.	Building is a 4 story with a flat roof. Conceptual elevations show mixture of materials to be used for façade. Design guidelines for CBD apply. Plan reviewed and recommended for approval by Main Street Design Committee.	
<u>C. Preservation of Significant Natural Features.</u> Judicious effort shall be used to preserve the integrity of the land, existing topography, and natural, historical, and architectural features as defined in this Ordinance, in particular wetlands designated /regulated by the Michigan Department of Environmental Quality, and, to a lesser extent, wetlands which are not regulated by the Department.	The site does not have any significant natural features	
<u>D. Streets.</u> All streets shall be developed in accordance with the City of Boyne City Subdivision Control Ordinance and City Municipal Standards, unless developed as a private road in accordance with the requirements of the City.	Not Applicable, no new streets proposed	N/A

**DEVELOPMENT SITE PLAN REVIEW STANDARDS**  
**FINDINGS OF FACT**  
**LOFTS ON LAKE STREET**

<p><u>E. Access, Driveways and Circulation.</u> Safe, convenient, uncongested, and well defined vehicular and pedestrian circulation within and to the site shall be provided. Drives, streets, parking and other elements shall be designed to discourage through traffic, while promoting safe and efficient traffic operations within the site and at its access points. All driveways shall meet the design and construction standards of the City. Access to the site shall be designed to minimize conflicts with traffic on adjacent streets, particularly left turns into and from the site. For uses having frontage and/or access on a major traffic route, as defined in the City of Boyne City Comprehensive Plan, the number, design, and location of access driveways and other provisions for vehicular circulation shall comply with the access management provisions of this Ordinance.</p>	<p>Existing driveways on Lake street will be removed and replaced with sidewalk and on street parking. One driveway on State street will be eliminated, and on street parking developed. A 20' curbed driveway will be installed providing access to the site from State St. Proposed plan meets the access management provisions.</p>	
<p><u>F. Emergency Vehicle Access.</u> All buildings or groups of buildings shall be arranged so as to permit necessary emergency vehicle access as required by the Fire Department, Ambulance Department and Police Department.</p>	<p>Site accessibility has been reviewed by BCPD, Fire Dept and Ambulance Dept, necessary access for emergency vehicles is provided. Nearest fire hydrant 150', Fire Chief recommends new hydrant installed near FDC connection.</p>	
<p><u>G. Sidewalks, Pedestrian and Bicycle Circulation.</u> The arrangement of public or common ways for vehicular and pedestrian circulation shall be connected to existing or planned streets and sidewalks/pedestrian or bicycle pathways in the area. There shall be provided a pedestrian circulation system which is separated from the vehicular circulation system. In order to ensure public safety, special pedestrian measures, such as crosswalks, crossing signals and other such facilities may be required in the vicinity of primary and secondary schools, playgrounds, local shopping areas, fast food/service restaurants and other uses which generate a considerable amount of pedestrian or bicycle traffic.</p>	<p>Existing sidewalk on Lake Street and State street will be rebuilt and widened. Parking lot separated from sidewalk.</p>	
<p><u>H. Barrier-Free Access.</u> The site has been designed to provide barrier-free parking and pedestrian circulation.</p>	<p>Building has barrier free access.</p>	

## DEVELOPMENT SITE PLAN REVIEW STANDARDS

### FINDINGS OF FACT LOFTS ON LAKE STREET

<p><u>I. Parking.</u> The number and dimensions of off-street parking [spaces] shall be sufficient to meet the minimum required by this Ordinance. However, where warranted by overlapping or shared parking arrangements, the Planning Commission may reduce the required number of parking spaces, as provided in this Ordinance.</p>	<p>A 63 space off street parking lot is provided and 24 on street public parking spaces provided for total of 87. Spaces per ordinance is 118. Planning Commission may grant reductions as per 24.20(F) and/or 10.50(M). Parking study demand matrix shows project results in surplus parking for block 4 of 3 spaces.</p>	
<p><u>J. Loading.</u> All loading and unloading areas and outside storage areas, including refuse storage stations, shall be screened in accordance with this Ordinance.</p>	<p>Dumpster location shown on development plan, masonry enclosure to match building proposed.</p>	
<p><u>K. Landscaping, Screening, and Open Space.</u> The landscape shall be preserved in its natural state, insofar as practical, by removing only those areas of vegetation or making those alterations to the topography which are reasonably necessary to develop the site in accordance with the requirements of this Ordinance. Landscaping shall be preserved and/or provided to ensure that proposed uses will be adequately buffered from one another and from surrounding public and private property. Landscaping, landscape buffers, greenbelts, fencing, walls and other protective barriers shall be provided and designed in accordance with the landscaping provisions of this Ordinance. Recreation and open space areas shall be provided in all multiple-family residential and educational developments.</p>	<p>Landscaping plan provided.</p>	
<p><u>L. Soil Erosion Control.</u> The site shall have adequate lateral support so as to ensure that there will be no erosion of soil or other material. The final determination as to adequacy of, or need for, lateral support shall be made by the Planning Director or City Engineer, and have a valid Charlevoix County Soil Erosion permit.</p>	<p>Soil erosion permit must be obtained if required.</p>	

**DEVELOPMENT SITE PLAN REVIEW STANDARDS**  
**FINDINGS OF FACT**  
**LOFTS ON LAKE STREET**

<p><u>M. Stormwater Management.</u> Appropriate measures shall be taken to ensure that removal of surface waters will not adversely affect neighboring properties or the public storm drainage system. Provisions shall be made to accommodate stormwater which complements the natural drainage patterns and wetlands, prevent erosion and the formation of dust. Sharing of stormwater facilities with adjacent properties shall be encouraged. The use of detention/retention ponds may be required. Surface water on all paved areas shall be collected at intervals so that it will not obstruct the flow of vehicular or pedestrian traffic or create standing water. All such measures shall comply with the Charlevoix County Stormwater Ordinance.</p>	<p>Storm water plan provided.</p>	
<p><u>O. Lighting.</u> Exterior lighting shall be arranged so that it is directed preferably downward onto the subject site and deflected away from adjacent properties. Lighting shall not impede the vision of traffic along adjacent streets. Flashing or intermittent lights shall not be permitted.</p>	<p>Lighting plan and fixture spec sheets provided. Street lights matching existing City fixture to be installed on Lake and State</p>	
<p><u>P. Noise.</u> The site has been designed, buildings so arranged, and activities/equipment programmed to minimize the emission of noise, particularly for sites adjacent to residential districts.</p>	<p>Proposed uses are anticipated to produce noise that is typical of the CBD district. Site is not adjacent to any residential district.</p>	
<p><u>Q. Mechanical Equipment.</u> Mechanical equipment, both roof and ground mounted, shall be screened in accordance with the requirements of this Ordinance.</p>	<p>Exterior mechanical equipment not shown.</p>	
<p><u>R. Signs.</u> The standards of the City of Boyne City's Sign Ordinance are met.</p>	<p>No signage shown on plan. Sign permit required for all proposed signage.</p>	
<p><u>S Hazardous Materials or Waste.</u> For businesses utilizing, storing or handling hazardous material such as automobile service and automobile repair stations, dry cleaning plants, metal plating industries, and other industrial uses, documentation of compliance with state and federal requirements shall be provided.</p>	<p>No hazardous materials or waste</p>	

## DEVELOPMENT SITE PLAN REVIEW STANDARDS

### FINDINGS OF FACT LOFTS ON LAKE STREET

<p><u>T. Other Agency Reviews.</u> The applicant has provided documentation of compliance with other appropriate agency review standards, including, but not limited to, the Michigan Department of Natural Resources, Michigan Department of Environmental Quality, Michigan Department of Transportation, Charlevoix County Drain Commissioner, Northwest Michigan Community Health Agency, Charlevoix County Building Department, and other federal and state agencies, as applicable.</p>	<p>County permits and City W/WW and DPW approval required.</p>	
<p><u>U. Approval Process.</u> The development plan shall be reviewed by the Planning Commission. If disapproval is recommended, the Planning Commission shall cite reasons for such disapproval. If the Planning Commission finds a development plan not in conformity with this section, it may, at its discretion, return the development plan to the applicant with a written statement of the modifications necessary to obtain approval. Upon resubmission of the modified development plan, the Planning Commission shall review the plan. The Commission may approve, disapprove or approve subject to compliance with such modifications and conditions as may be deemed necessary to carry out the purpose of this Ordinance and other ordinances and resolutions of the City. If disapproved, the Planning Commission shall cite reasons for such disapproval.</p>		



**BOYNE CITY**  
**LOFTS ON LAKE**

SITE PLAN APPLICATION  
**01 APRIL 2024**

**T A B L E . O F . C O N T E N T S**

EXISTING SITE AERIAL	2
FLOOR PLANS	3-4
EXTERIOR ELEVATIONS	5-6
EXTERIOR IMAGES	7-11











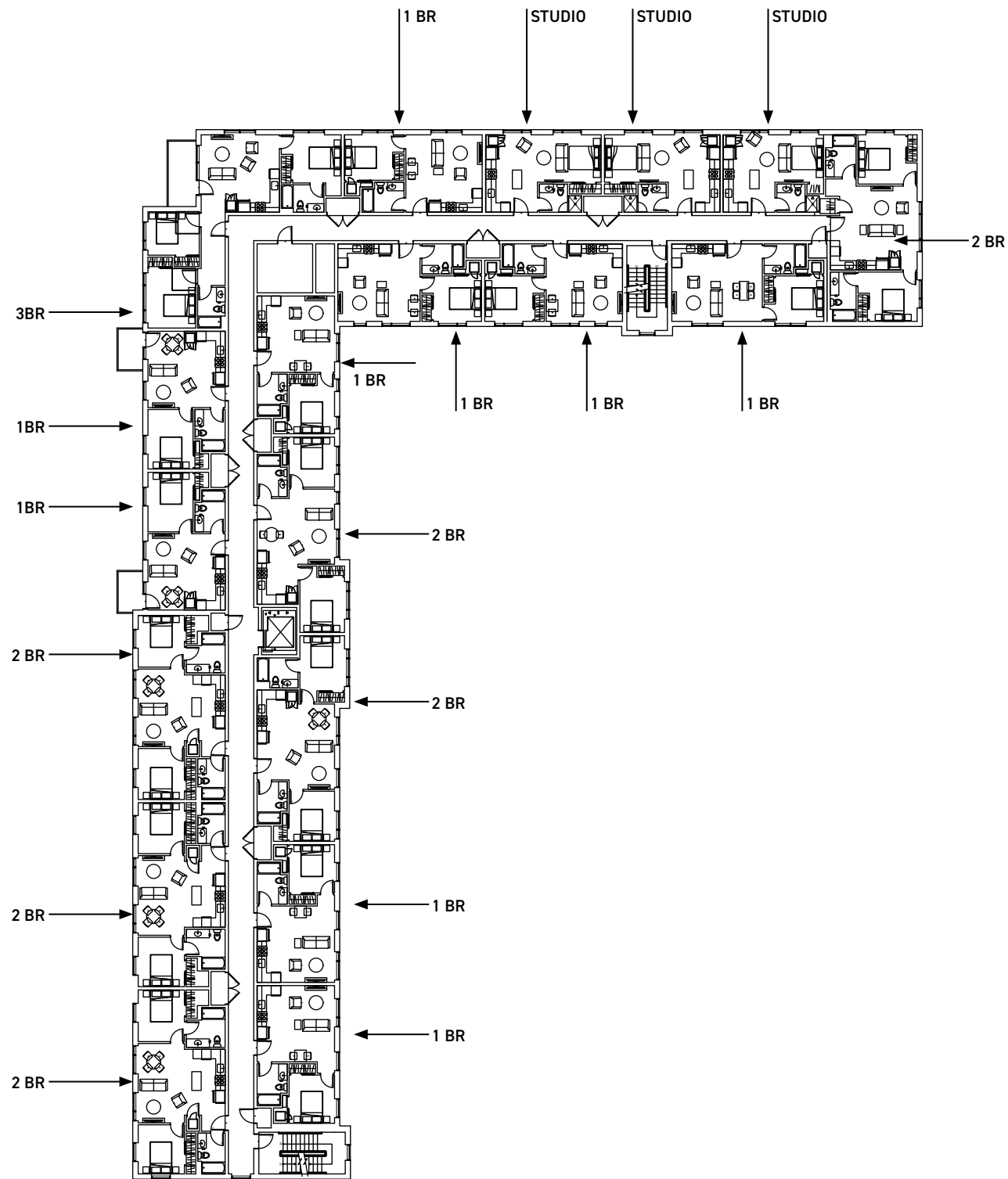
### UNIT COUNTS

	square footage	studio	1br	2br	3br	UNIT TOTALS
first floor	11,677 sf					
second floor	14,767 sf	3	9	6	1	19
third floor	14,767 sf	3	9	6	1	19
fourth floor	14,767 sf	3	9	6	1	19
total	55,978 sf	9	27	18	3	57 units

### PARKING COUNTS

unit type	ratio	no. required	no. provided
studio	1.5 per unit	13.5	
1 bdr	1.5 per unit	40.5	
2 bdr	2 per unit	36	
3 bdr	2 per unit	6	
retail	1 per 250 sf	47	
total		143	87
variance requested:	(56)		

11,677 GSF  
FLOOR PLAN | 1ST FLOOR



UNIT COUNTS

	commercial	studio	1br	2br	3br	UNIT TOTALS
first floor	7,909 sf					
second floor		3	9	6	1	19
third floor		3	9	6	1	19
fourth floor		3	9	6	1	19
total		9	27	18	3	57 units





NOTE: FINAL MATERIAL COLORS TBD  
EXTERIOR ELEVATIONS | WEST+NORTH



























PRELIMINARY NOT FOR CONSTRUCTION

Site Plan Approval 04/01/2024  
Design MW  
PM / PA NU / NU  
Drawn MW  
IA Project Number 20181117

ELECTRICAL  
SITE PLAN

E2.1



### LIGHTING FIXTURE SCHEDULE

TYPE	MANUFACTURER	PART #	DESCRIPTION	MOUNTING	TEMP (K)	LUMENS	POWER (W)	VOLTAGE (V)	DIMMING	NOTES
C	LITELINE	RA35-12F-40K-C-WH	"LUNA LED"   3.5" ROUND RECESSED DOWNLIGHT   WET LOCATION RATED   WHITE FINISH	RECESSED	4000K	865	12	120VAC	0-10VDC	1
SA-3	KIM LIGHTING	1SA-LEB19SC-3-E35-60L-4K-208-DB-NFO-DF-SCH-#	"ERA"   LANTERN STYLE FULL CUTOFF AREA HEAD   TYPE 3 DIST.   DARK BRONZE FINISH   INTEGRATED OCC SENSOR	POLE @ 15'-0"	4000K	4553	67	208VAC	0-10VDC	2
SA-4	KIM LIGHTING	1SA-LEB19SC-4-E35-60L-4K-208-DB-NFO-DF-SCH-#	"ERA"   LANTERN STYLE FULL CUTOFF AREA HEAD   TYPE 4 DIST.   DARK BRONZE FINISH   INTEGRATED OCC SENSOR	POLE @ 15'-0"	4000K	4553	67	208VAC	0-10VDC	2,3
SB	KIM LIGHTING	1W-LEB19SC-4-E35-60L-4K-208-DB-NFO-DF	"ERA"   LANTERN STYLE FULL CUTOFF AREA HEAD   TYPE 4 DISTRIBUTION   DARK BRONZE FINISH	WALL @ 12'-6"	4000K	4553	67	208VAC	0-10VDC	2
SC	HESS	VL220W-SO-40K-DIM-UNV-WB-MB-DB	"VARELLO 220"   21.7" CYLINDER   UP AND DOWN LIGHT   DARK BRONZE FINISH	WALL @ 12'-0"	4000K	2985	25	120-277VAC	0-10VDC	-

#### NOTES:

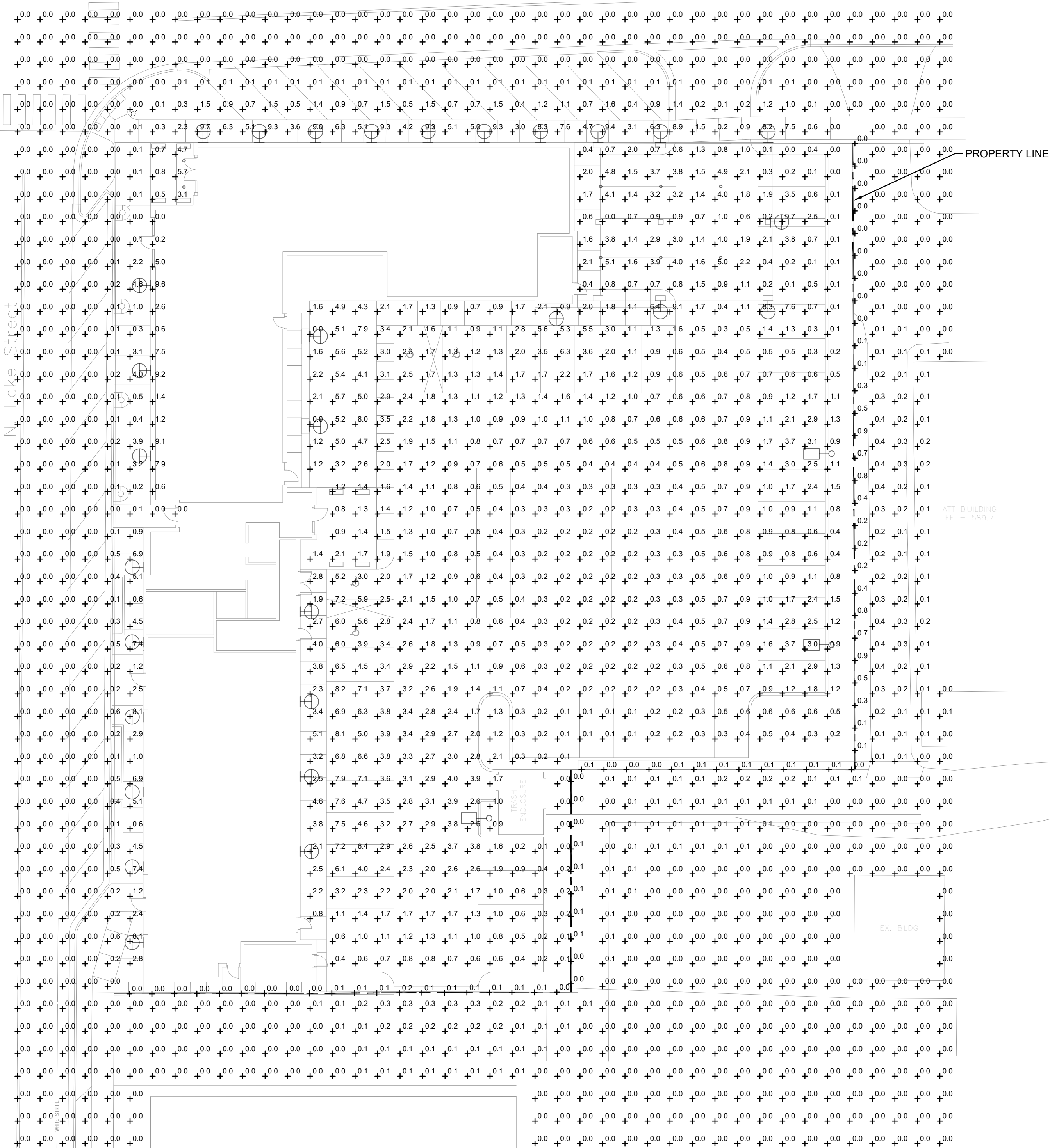
- PROVIDE WITH NEW CONSTRUCTION MOUNTING KIT AND VAPOR BARRIER EXTENDER. PART #s: P-NCMK-1 & VBE-1
- POLE AND/OR WALL MOUNT ARM ORDERED SEPARATELY.
- SET HIGH END TRIM TO 60% OF FULL FIXTURE OUTPUT.

### SITE PHOTOMETRIC STATISTICS

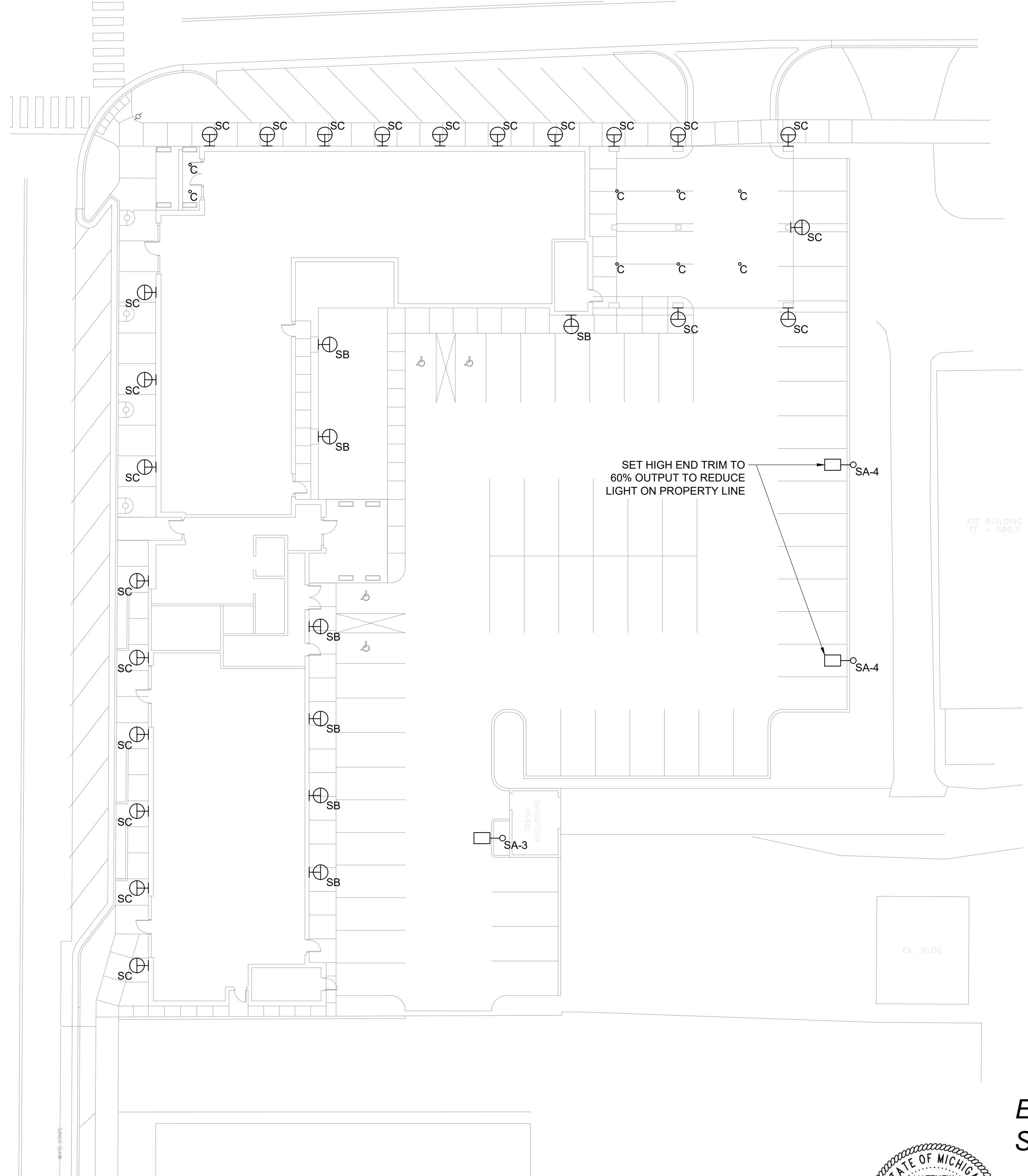
ROOM NAME	AVG. (fc)	MAX. (fc)	MIN. (fc)
SITE	0.9	9.7	0.0
PROPERTY LINE*	0.2	0.9	0.0

\* Property Line Calculation Zone modeled at 5' above grade per Boyne City Zoning Ordinance.

### 3 SITE POLE LIGHT DETAIL SCALE: 1/4" = 1'-0"



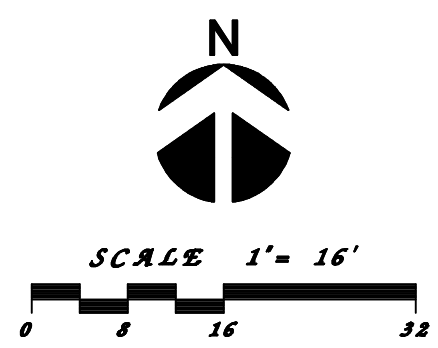
### 2 SITE LIGHTING PHOTOMETRIC STUDY SCALE: 1" = 20'-0"



### 1 ELECTRICAL SITE LIGHTING PLAN SCALE: 1" = 20'-0"



BENCH MARK  
TOP NJT on HYDRANT  
ELEV = 583.88 GPS DATUM



# PROPOSED GRADING & DRAINAGE PLAN

Lofts on Lake Street LLC Property  
Part of SECTION 35, T33N, R6W  
BOYNE CITY, CHARLEVOIX COUNTY, MI

## STORM STRUCTURES

<b>STORM "A"</b> 4" DIA. MANHOLE EJ 1040 FRAME, B COVER RIM ELEV = 587.4 TIN 6" SE = 583.20 TIN 10" W = 583.90	<b>STORM "E"</b> 4" DIA. LEACHING BASIN EJ 1040 FRAME, M1 COVER RIM ELEV = 587.0 TIN 24" N & S = 583.75
<b>STORM "B"</b> 4" DIA. LEACHING BASIN EJ 1130 FRAME, SOLID COVER RIM ELEV = 587.17 TIN 6" NW = 586.25 TIN 24" S = 583.75	<b>STORM "F"</b> 4" DIA. LEACHING BASIN EJ 1040 FRAME, M1 COVER RIM ELEV = 587.0 TIN 24" N = 583.75
<b>STORM "C"</b> 4" DIA. LEACHING BASIN EJ 1040 FRAME, M1 COVER RIM ELEV = 587.00 TIN 24" N, S & W = 583.75	
<b>STORM "D"</b> 4" DIA. LEACHING BASIN EJ 1040 FRAME, M1 COVER RIM ELEV = 587.0 TIN 24" E & S = 583.75	

## DRAINAGE CALCULATIONS

25 Yr, 24 Hr STORM (i) = 3.5"  
EX. SOILS: USDA Au Grs (Auk) - SANDY  
ASSUMED PERCOLATION RATE = 12"/24 HR  
PAVEMENT RUN-OFF COEFFICIENT (c) = 0.9

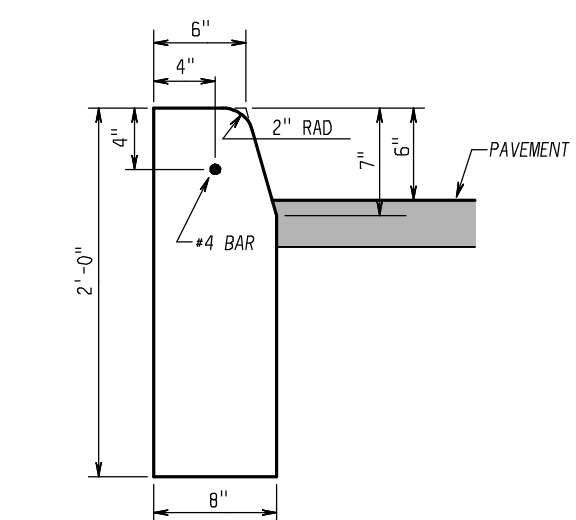
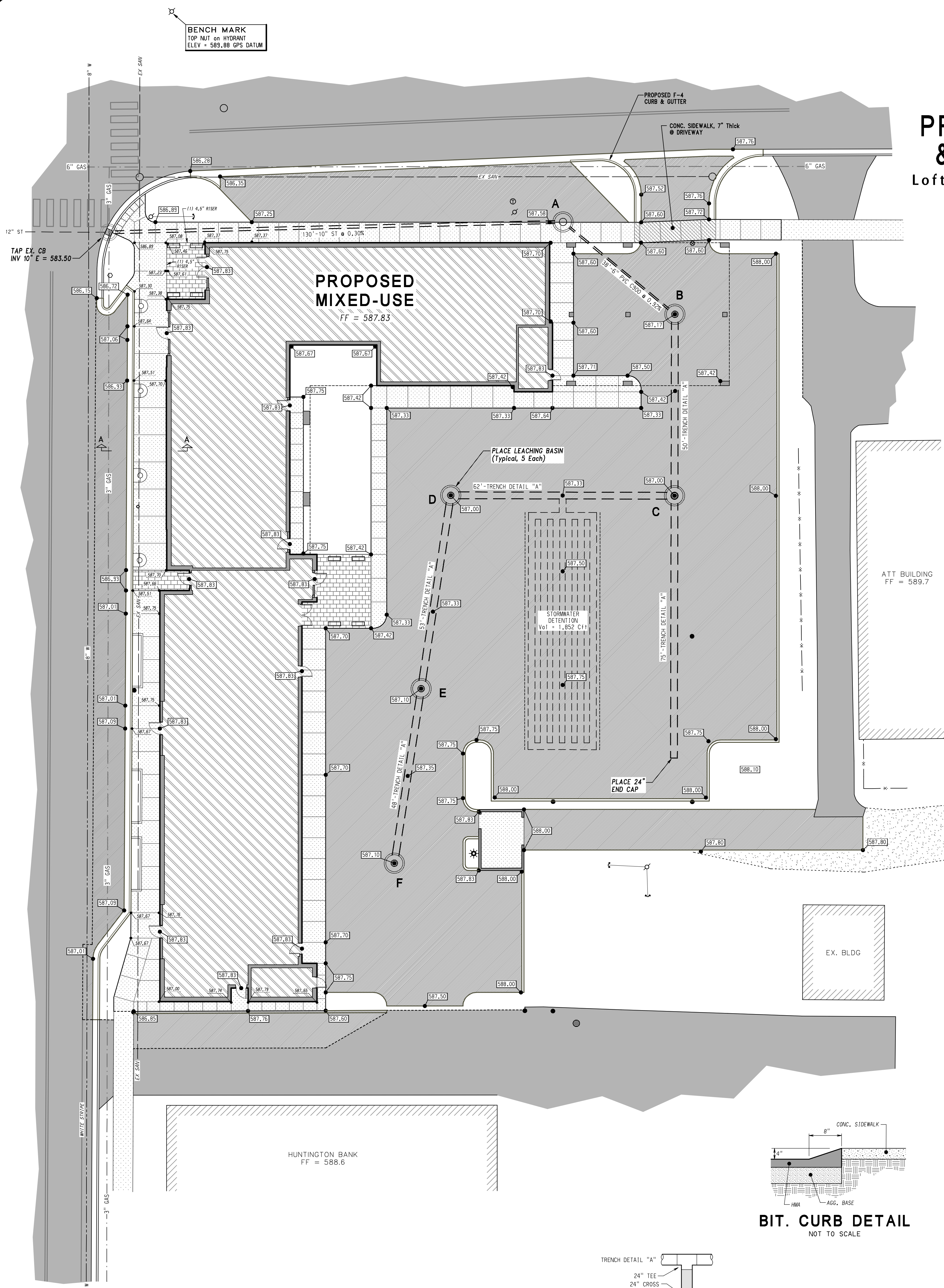
**SITE CONDITIONS:**  
EX. HARD SURFACE (A1) = 26,000 Sft  
PROP. HARD SURFACE (A2) = 40,000 Sft  
NET ADD'L HARD SURFACE (A3) = 14,000 Sft

**CALCULATED RETENTION VOLUME: (V1)**  
VOL. = c x i x A3  
= 0.9 x 3.5/12 x 14,000 Sft  
= 3,675 Cft

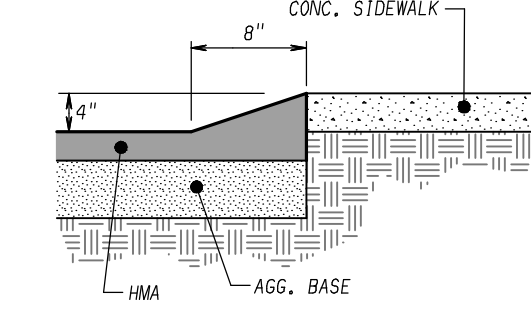
**RETENTION VOLUME PROVIDED:**  
(5) LEACHING BASINS = 1,050 Cft  
STORMWATER DETENTION = 1,852 Cft  
(289 Lf) TRENCH DRAIN = 1,325 Cft  
**TOTAL RETENTION Vol. = 4,227 Cft**

**PRE-DEVELOPMENT PEAK 2 Yr DISCHARGE:**  
Q = c x i x A1  
(i = 15 min, c = 0.90, i = 2.5, A1 = 0.60 Ac.)  
Q = 0.9 x 2.5 x 0.60  
**Q = 1.35 cfs**

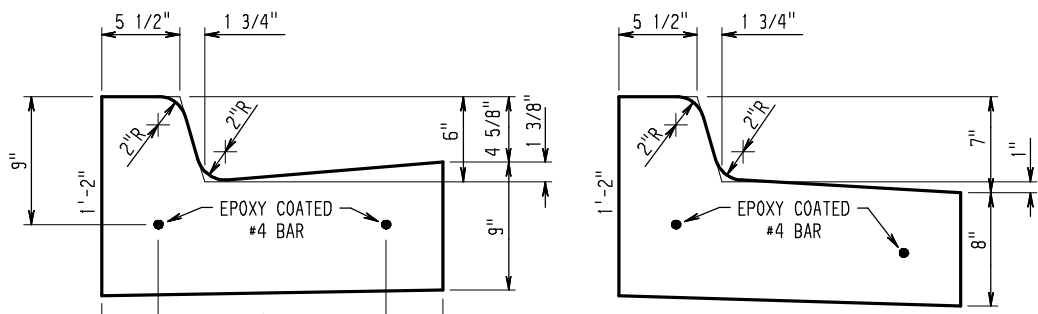
**6" DISCHARGE @ 1.0% SLOPE = 0.75 cfs**



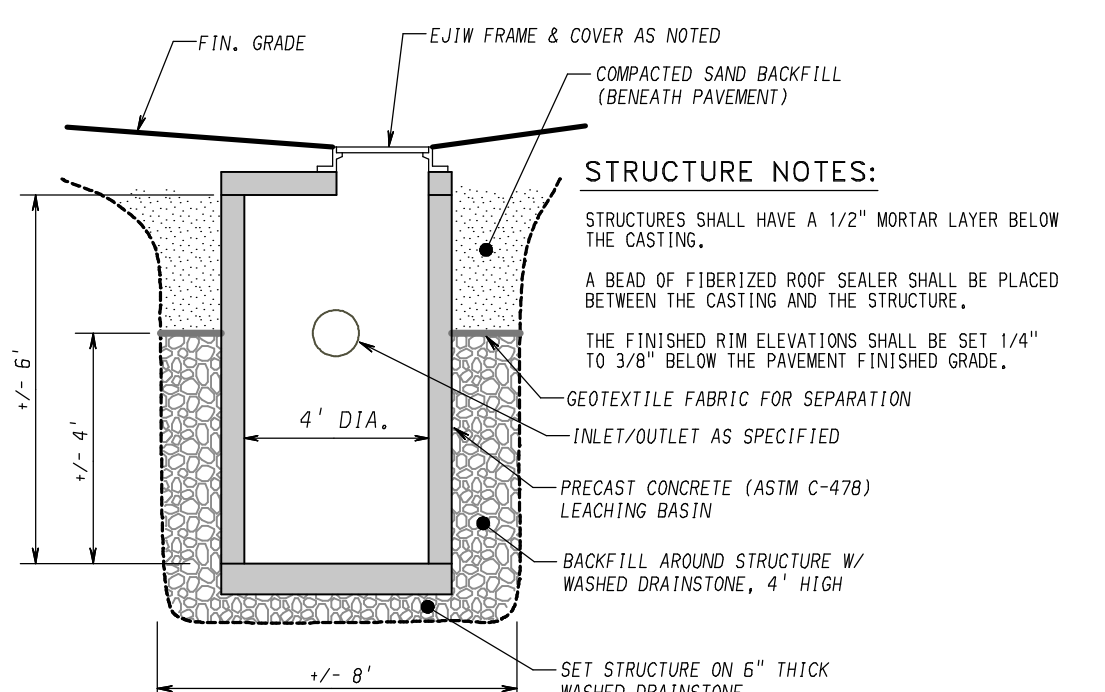
CURB DETAIL "E"  
NOT TO SCALE



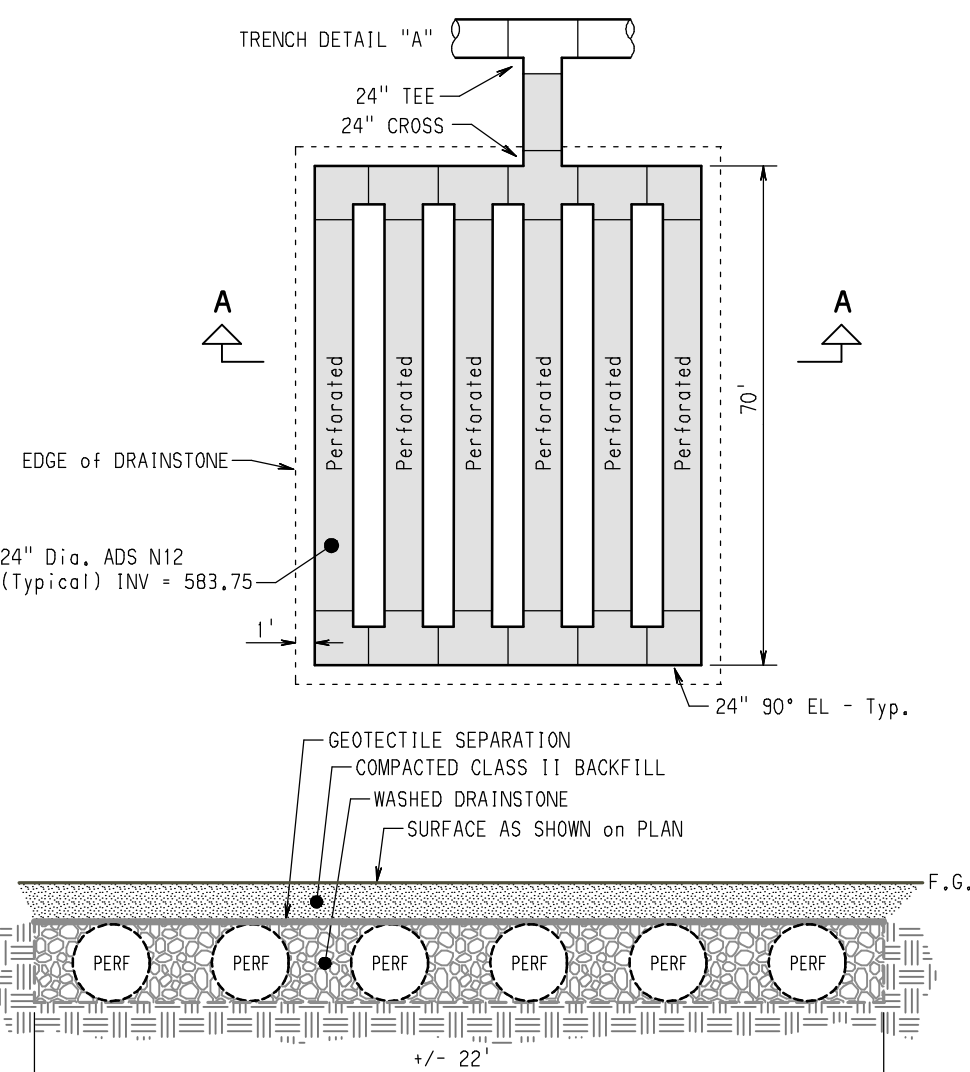
BIT. CURB DETAIL  
NOT TO SCALE



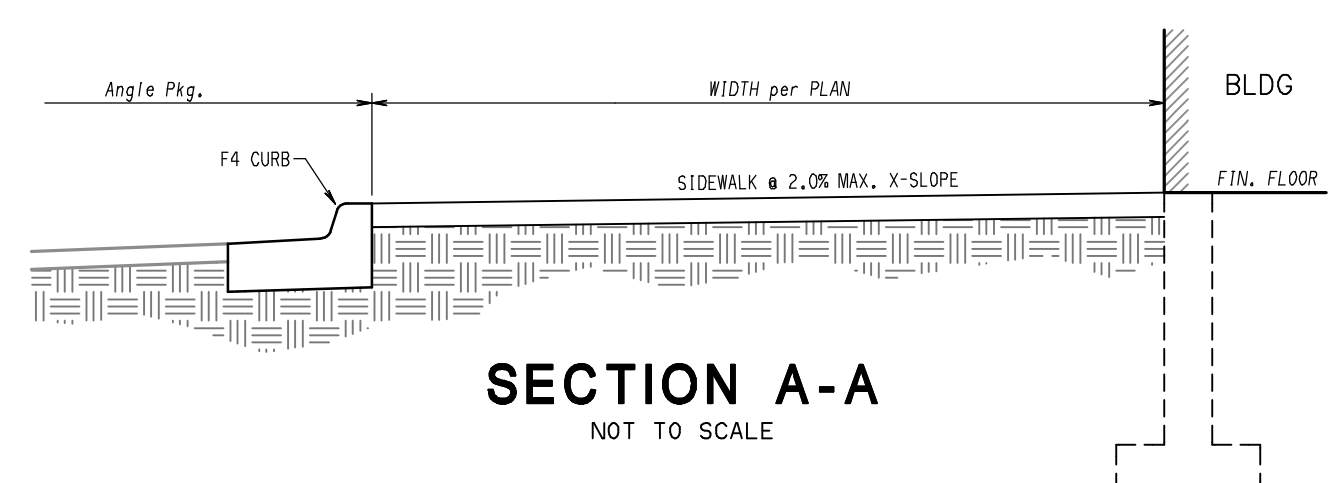
"STANDARD" "PITCH OUT"  
CURB DETAIL "F4"  
NOT TO SCALE



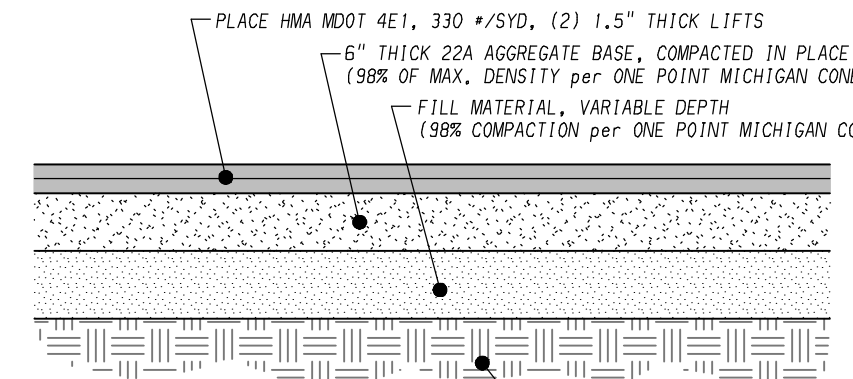
LEACHING BASIN DETAIL  
NOT TO SCALE



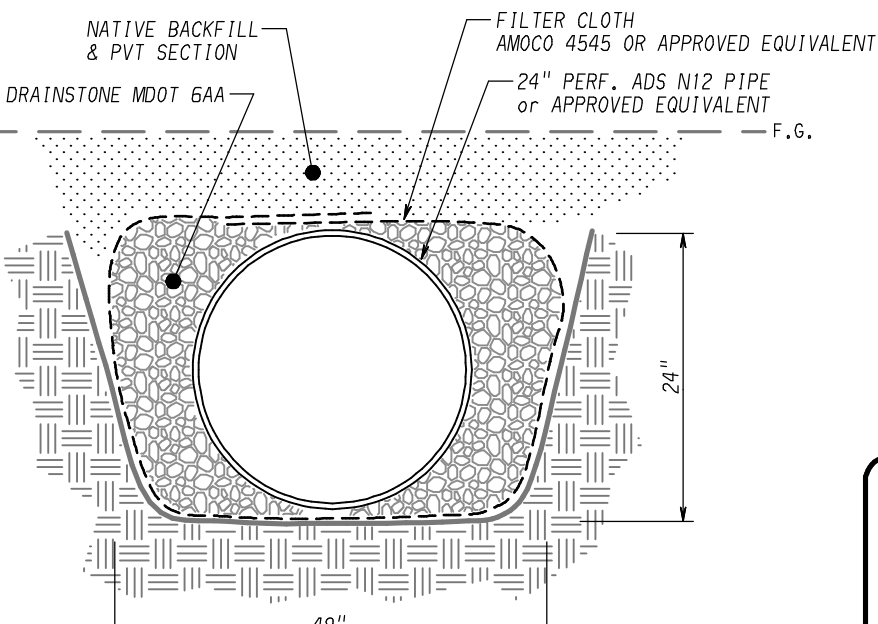
SECTION A-A  
TRENCH DETAIL "A"  
NOT TO SCALE



SECTION A-A  
NOT TO SCALE



PAVEMENT SECTION  
NOT TO SCALE



THICK EDGE WALK DETAIL  
NOT TO SCALE

## LEGEND:

- = SIGN
- ⊕ = UTILITY POLE w/ GUY WIRE
- ⊕ = TELEPHONE PEDESTAL
- ⊕ = CURBSTOP
- ⊕ = POST
- ⊕ = FIRE HYDRANT
- ⊕ = STORM SEWER CATCH BASIN
- ⊕ = MANHOLE COVER
- ⊕ = MONITOR WELL
- = PROPERTY LINE
- = FENCE
- = APPROXIMATE WATERMAIN
- = APPROXIMATE SANITARY SEWER
- = APPROXIMATE STORM SEWER
- = FOUND SURVEY IRON, AS DESCRIBED
- ⊕ = FOUND SURVEY DEMARCATION as DESCRIBED
- 588.09 = EX. SPOT ELEVATION
- 587.46 = EX. CONCRETE SURFACE
- 587.46 = EX. ASPHALT SURFACE
- 587.46 = EX. GRAVEL SURFACE
- 587.46 = PROPOSED ASPHALT SURFACE
- 587.46 = PROPOSED CONCRETE SURFACE
- 587.46 = PROPOSED GRADE

## NOTES:

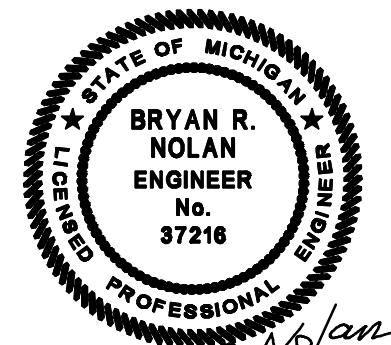
UTILITIES LINES SHOWN SHALL BE CONSIDERED APPROXIMATE  
LOCATION, WATER & SEWER UTILITY LINES SHOWN WERE TAKEN  
FROM DATA PROVIDED BY THE CITY DPW.  
CALL MISS DIG THREE (3) FULL WORK DAYS PRIOR TO EXCAVATION.

**BENCHMARK ENGINEERING INC.**  
SURVEYORS • CIVIL ENGINEERS  
607 E. LAKE ST.  
HARBOR SPRINGS, MICHIGAN 49740  
PHONE (231) 526-2199 FAX (231) 526-7257  
benchmark807@gmail.com

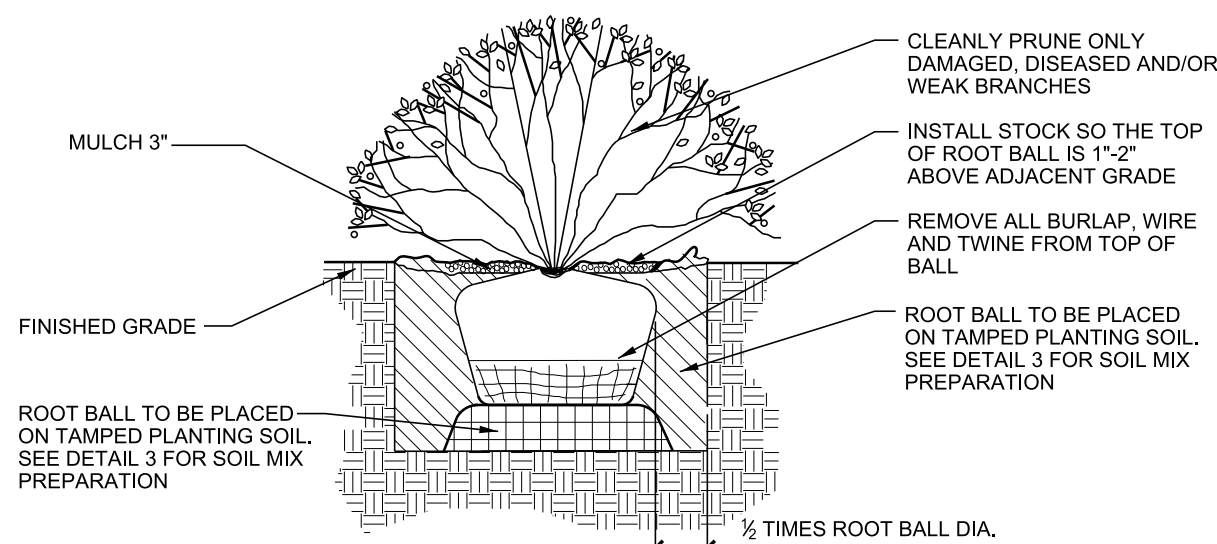
Client: INTEGRATED ARCHITECTURE  
Project Mgr: B. NOLAN  
Drawn By: B. NOLAN  
Field By: WINTER-WILSON  
CAD File: GP 13-031 APR2024.gxd  
Job #: 19-031  
Sheet #: 3 OF 3

Date: (revisions) by  
APR. 4, 2024

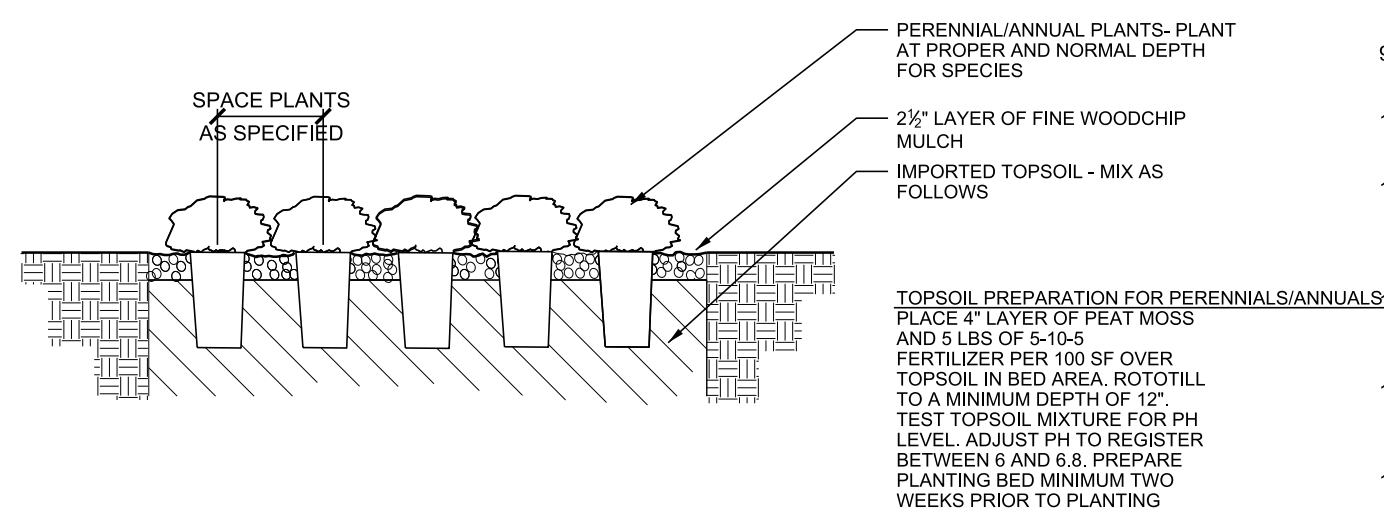
**PROPOSED GRADING & DRAINAGE PLAN**  
Lofts on Lake Street LLC - Boyne City



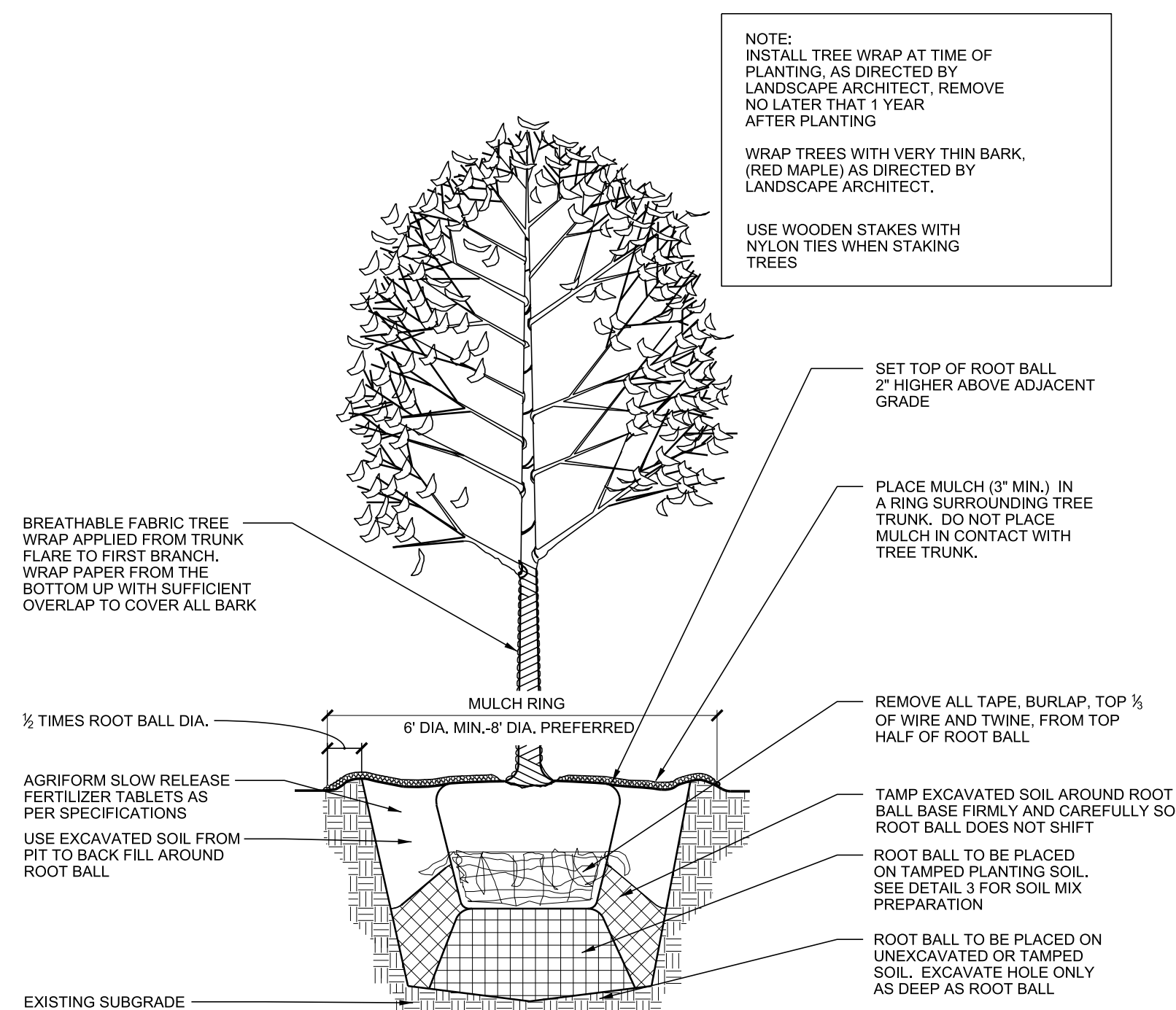




1 SHRUB PLANTING DETAIL  
LP1-0 NOT TO SCALE:



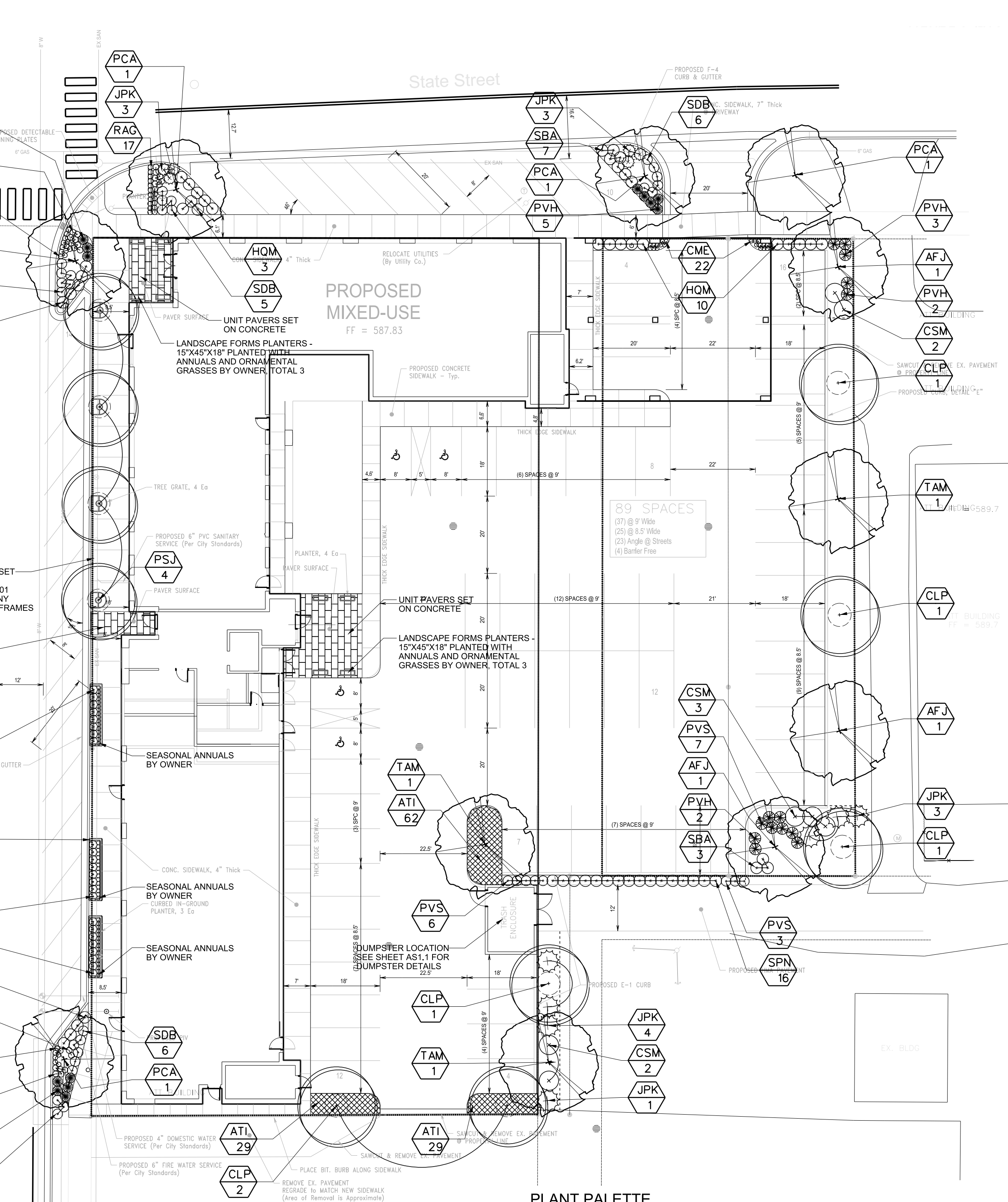
2 PERENNIAL / ANNUAL  
PLANTING DETAIL  
LP1-0 NOT TO SCALE:



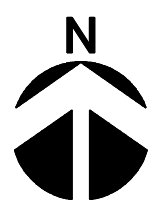
3 TREE PLANTING DETAIL  
LP1-0 NOT TO SCALE:

PLANT PALETTE

PLANT LIST				
KEY	QUAN	BOTANICAL NAME	COMMON NAME	REMARKS
AFJ	2	ACER FREEMANII 'JEFFERSRED'	AUTUMN BLAZE MAPLE	2.5' CAL./B & B
CLP	6	CRATAEGUS LAEVIGATA 'PAUL'S SCARLET'	PAULS SCARLETT HAWTHORNE	2.5' CAL./B & B
PCA	5	PYRUS CALLERYANA 'ARISTOCRAT'	ARITOCRAT ORNAMENTAL PEAR	2.5' CAL./B & B
TAM	3	TILIA AMERICANA 'MCKSENTRY'	AMERICAN SENTRY LINDEN	2.5' CAL./B & B
PSJ	4	PRUNUS SARGENTII 'JFS-KWS8'	PINK FLAIR CHERRY	2' CAL./B & B
CSM	7	CORNUS SANGUINEA 'MIDWINTER FIRE'	BLOODWING DOGWOOD 'MIDWINTER FIRE'	24" MIN./B & B
ATI	120	ASCLEPIAS TUBEROSA VAR. INTERIOR	BUTTERFLY MILKWEED	#1 POT
CME	22	CAREX MORROWII EVERCOLOR 'EVERGLOW'	EVERGLOW SEDGE	#2 POT
HQM	22	HYDRANGEA QUERCIFOLIA 'MUNCHKIN'	MUNCHKIN OAKLEAF HYDRANGEA	24" MIN./B & B
IVS	16	ITEA VIRGINICA 'SCENTLANDIA'	SCENTLANDIA SWEETSPICE	24" MIN./B & B
JPK	14	JUNIPERUS PHITZERIANA 'KALLAY'S COMPACT'	KALLAY'S COMPACT JUNIPER	24" MIN./B & B
PVH	20	PANICUM VIRGATUM 'HEAVY METAL'	HEAVY METAL SWITCHGRASS	#2 POT
PVS	16	PANICUM VIRGATUM 'SHEMADOAH'	SHEMADOAH SWITCH GRASS	#2 POT
RAG	36	RUDBECKIA 'AMERICAN GOLD RUSH'	AMER. GOLDRUSH ORANGE CONEFLOWER	#1 POT
SBA	21	SPIRAEA X BUMALDA 'ANTHONY WATERER'	ANTHONY WATERER SPIRAEA	24" MIN./B & B
SDB	23	SPIRAEA DOUBLE PLAY 'BLUE KAZOO'	DOUBLE PLAY BLUE KAZOO SPIRAEA	24" MIN./B & B
SPN	16	SALIX PURPUREA 'NANA'	DWARF BLUE LEAF ARCTIC WILLOW	24" MIN./B & B
ST	19	SEDUM 'THUNDERHEAD'	THUNDERHEAD SEDUM	#1 POT







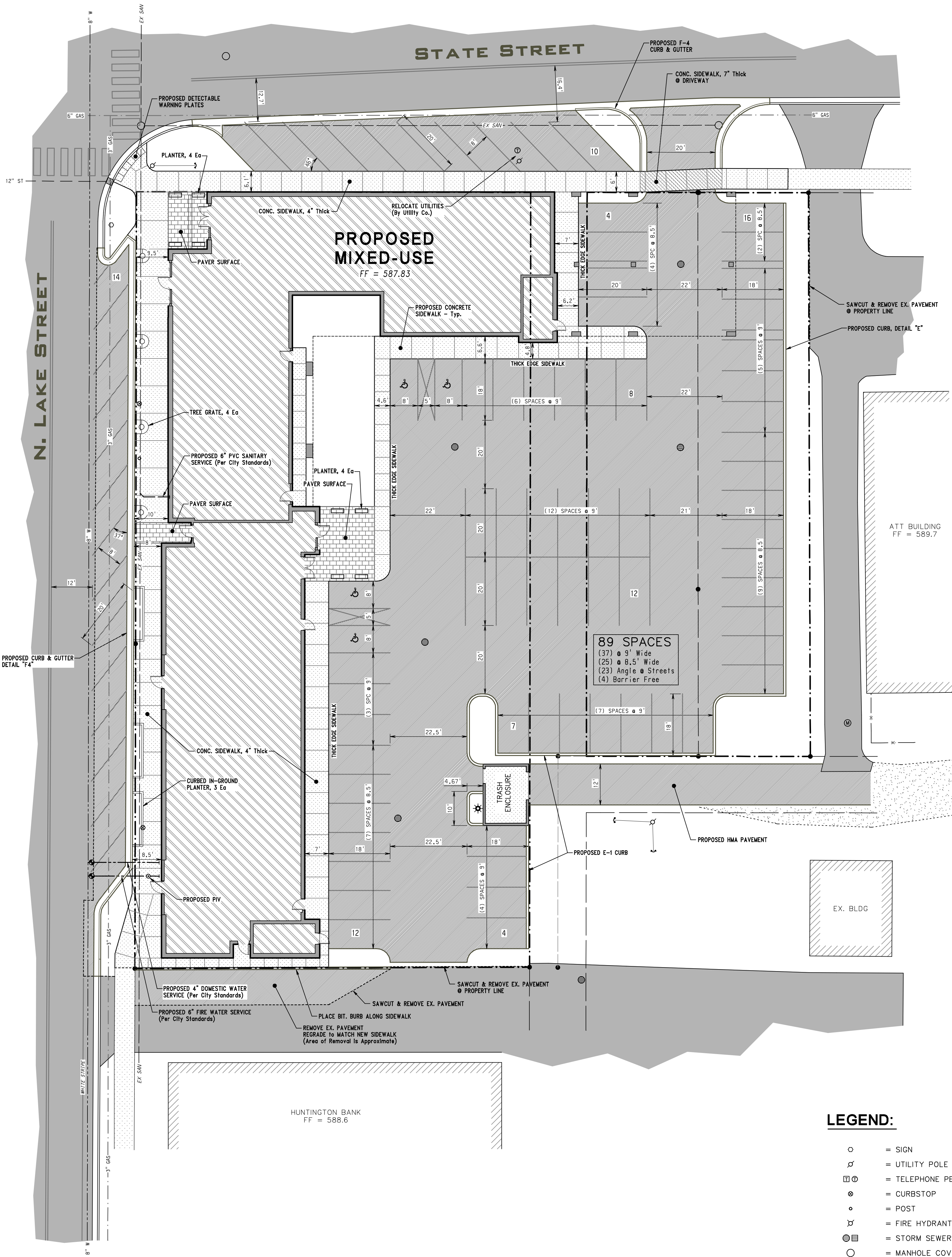
SCALE 1" = 16'

# PROPOSED SITE PLAN

Lofts on Lake Street LLC Property

Part of SECTION 35, T33N, R6W  
BOYNE CITY, CHARLEVOIX COUNTY, MI

BENCH MARK  
TOP NUT on HYDRANT  
ELEV = 589.88 GPS DATUM



## LEGEND:

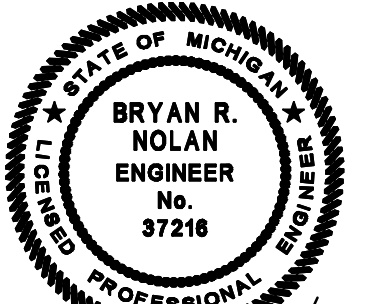
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- ▨ = EX. ASPHALT SURFACE
- ▨ = EX. GRAVEL SURFACE
- ▨ = PROPOSED ASPHALT SURFACE
- ▨ = PROPOSED CONCRETE SURFACE

## NOTES:

UTILITIES LINES SHOWN SHALL BE CONSIDERED APPROXIMATE LOCATION.  
WATER & SEWER UTILITY LINES SHOWN WERE TAKEN FROM DATA PROVIDED BY THE CITY DPW.

SEE THE LANDSCAPE PLAN (By the Atchitect) FOR PLANTER DETAILS.

CALL MISS DIG THREE (3) FULL WORK DAYS PRIOR TO EXCAVATION.



Bryan R. Nolan

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Sheet #: 2 OF 3

Date: (revisions)	by
APR. 4, 2024	

**PROPOSED SITE PLAN**  
Lofts on Lake Street LLC - Boyne City



3 WORKING DAYS BEFORE YOU DIG  
CALL MISS DIG  
800-482-7171





# RA35-12F

LUNA™ LED

## 3.5" LUNA™ LED Round Fixed Recessed Fixture Recess Lighting

Job Information		
Project Name		Type
Location		C
Quantity		Date
Contact/Phone		
Notes		

### Features

#### Body

Durable airtight fixed aluminum body. Includes anodized blue heat sink to provide maximum airflow for the LED light source.

#### LED Characteristics

This general application light fixture features a 12 watt LED module that maintains uniform intensity producing up to 885 lumens; with a typical CRI of 90. Available in 2700 K, 3000 K, 3500 K, 4000 K or 5000 K colour temperature.

#### Dimming

100%-10% dimming capability. This fixture is compatible with industry standard TRIAC/ELV dimmers. For compatible dimmers, visit [www.liteline.com/lunadimmers](http://www.liteline.com/lunadimmers)

#### Beam Spread

The fixture lens provides 40° beam spread.

#### Mounting

Includes two spring loaded clips to attached to any ceiling material.

#### LED Driver

Extruded aluminum hardwire box with 300mA dimmable class II electronic LED driver with 100-135V AC input. Includes an 18" FT6 rated cable with DC 2.1 connector between driver and fixture approved for use in plenums and suspended ceilings.

#### Quick Connect push-in terminals

Three "Quick connect" push-in terminals for fast and easy wiring.

#### Operating Temperature

-20°C~40°C (-4°F~104°F)

#### Environment

- Suitable for wet locations.
- Approved for direct contact with insulation.

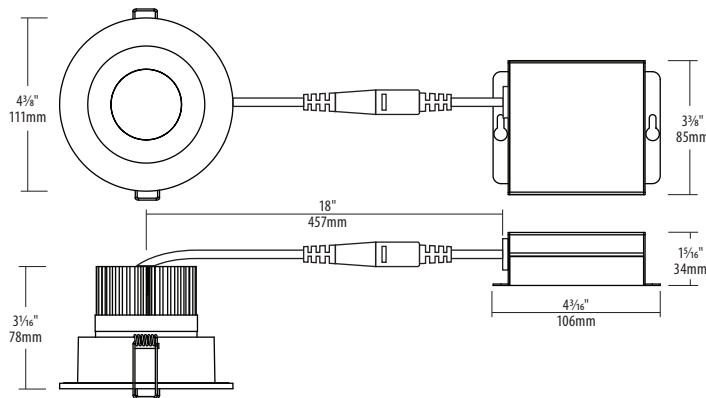
### SPECIFICATION

Application	Ceiling Recess Mount
Approved Location	Wet / Insulated Ceilings
Beam Angle	40°
CCT	2700 K / 3000 K / 3500 K / 4000 K / 5000 K
Certification	cETLus
Class II	Yes
Colour	BK / BN / SL / WH
CRI	90
Dimming	Yes
Dimming Tech	TRIAC/ELV
Energy Star	Yes
Hole Cut	Ø 3 3/8" (92mm)
Input	100-135V AC, 60Hz
LM79	Yes
LM80	Yes
Lumens	800 / 830 / 850 / 865 / 885
Lumens per Watt	69 / 71 / 72 / 73 / 75
Power Factor	>0.90
Projected Life	70% @ 50,000 hrs
Warranty	Lifetime
Wattage	12W



### Description

The RA35-12F is a 12 watt 3.5" round fixed recessed light fixture for retrofit application. It is a high-performance, easy to install downlight solution that offers good light output, energy-efficiency and streamlined design. Suitable for wet locations.



**TITLE 24**

**IC RATED**

**AIR TIGHT**



**Notes:** Accessories are sold separately. For additional options please consult your Liteline representative.  
Due to our continued efforts to improve our products, product specifications are subject to change without notice.

### Ordering Guide

Colour Temperature	Driver Options	Trim Finish
RA35-12F -	- 90	
27K : 2700 K 30K : 3000 K 35K : 3500 K 40K : 4000 K 50K : 5000 K	Leave blank for standard 120V driver L3 : Lutron Hi-Lume® 1% (3 Wire) E : Lutron Hi-Lume® 1% (EcoSystem®) EM : Emergency Backup, 120~277V, 0-10V C : 120~347V, 0-10V	BK : Black BN : Brushed Nickel SL : Silver WH : White

## Accessories

---



### SLM-60-FC

60" Flexible connector, for use with SlimLED fixtures.



### P-3520

3 $\frac{3}{8}$ " Round pre-mounting plate with driver attachment clip, for 3 $\frac{1}{2}$ " LUNA LED fixtures.



### P-NCMK-1

New construction mounting kit. Includes hanger bars, brackets and screws.



### VBE-1

Vapour barrier extender. For use in new construction applications.



### VBE-2

Vapour barrier extender. For use in remodel applications.



### VBE-3

Vapour barrier extender. For use in remodel applications.



### VBE-4

Vapour barrier extender. For use in remodel applications.



SA

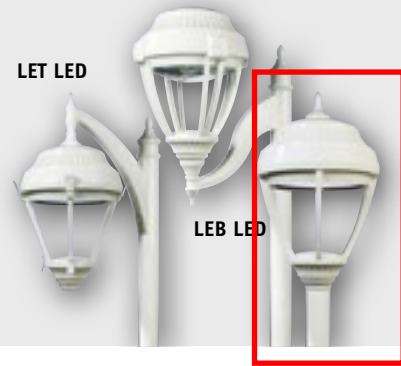
## Era® Lantern with PicoEmitter®

### FEATURES

- LED PicoEmitter technology with up to 25% boost in lumen output
- Heritage style meets modern full-cutoff performance
- Three arm options; Single Straight, Single Curved, and Double Curved
- Three decorative accent options; medallion with DC Arm, leaflets with SS Arm, and top housing finial



3000K and warmer CCTs only



SITE / AREA

### ORDERING INFORMATION (Example)

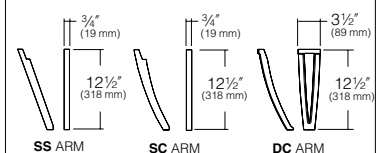
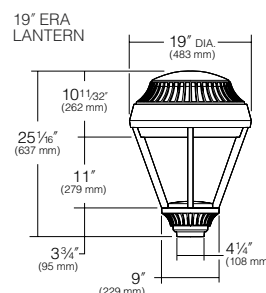
<b>1A</b>		<b>LET</b>	<b>19</b>	<b>SS</b>	<b>3E35</b>	<b>60L5K120</b>	<b>WH</b>	<b>LEAF/A-30</b>	<b>HSAS14-534188SA-HA11S/WH</b>
<b>MOUNTING</b>		<b>SIZE</b>		<b>SUPPORT</b>		<b>FIXTURE FINISH</b>		<b>POLE / POLE ARM</b>	
• <b>FM</b> Flush Mt.		<b>19</b> 19" Dia.		<b>LEB</b> Bottom Mt.		<b>BL</b> Black		See Arms & Poles Selection Guide at <a href="http://www.kimlighting.com">www.kimlighting.com</a> for pole EPA & ordering.	
• <b>PT</b> Pipe Tenon Mt.		<b>LET</b> Top Mt.		<b>SS</b> Single Straight Arm		<b>DB</b> Dark Bronze		<b>1W</b> Wall Mount arm <b>not</b> included and must be ordered separately.	
• <b>1A</b> 1 Arm Side Mt.		<b>SS</b> Single Straight Arm		<b>SC</b> Single Curved Arm		<b>LG</b> Light Gray		<b>FIXTURE OPTIONS</b>	
• <b>2B</b> 2 Arm Side Mt.		<b>DC</b> Double Curved Arm		<b>WH</b> White		<b>SG</b> Stealth Gray		<b>LEAF</b> Leaflets, top & bottom of arm (SS only)	<b>SF</b> 120 Volt Single Fuse
• <b>3Y</b> 3 Arm Side Mt.		<b>CC</b> Custom Color*		<b>MDL</b> Medallions, top of arm (DC only)		<b>PS</b> Platinum Silver		<b>MDL</b> Medallions, top of arm (DC only)	<b>DF</b> 208 Volt Double Fuse
• <b>4C</b> 4 Arm Side Mt.		<b>NOTE:</b> EPA is for Fixture only		<b>TF</b> Finial (bottom mt. fixture only)		<b>WH</b> White		<b>TF</b> Finial (bottom mt. fixture only)	<b>DF</b> 240 Volt Double Fuse
• <b>1W</b> Single Wall Mt.		<b>FIXTURE</b>		<b>ELECTRICAL MODULE<sup>3</sup></b>		<b>CC</b> Custom Color*		<b>A-30</b> 120 Volt photocell	<b>SF</b> 277 Volt Single Fuse
		<b>Distribution</b>		<b>Source</b>		<b>Color Temperature</b>		<b>A-31</b> 208 Volt photocell	<b>SF</b> 347 Volt Single Fuse
<b>1</b> Type I Full Cutoff		<b>Current</b>		<b>60L</b> 60 LEDs, 67W		<b>2K</b> 580nm		<b>A-32</b> 240 Volt photocell	<b>DF</b> 480 Volt Double Fuse
<b>2</b> Type II Full Cutoff		<b>E35</b> 350mA PicoEmitter		<b>4K</b> 4200K		<b>3K</b> 3000K		<b>A-33</b> 277 Volt photocell	<b>SCL-R</b> Pole Occupancy Sensor up to 16' ht., Round <sup>2</sup>
<b>3</b> Type III Full Cutoff				<b>5K</b> 5100K		<b>4K</b> 4200K		<b>A-34</b> 480 Volt photocell	<b>SCL-S</b> Pole Occupancy Sensor up to 16' ht., Square <sup>2</sup>
<b>4</b> Type IV Full Cutoff						<b>5K</b> 5100K		<b>A-35</b> 3-7 Volt Photocell	<b>SCH-R</b> Pole Occupancy Sensor up to 30' ht., Round <sup>2</sup>
<b>5</b> Type V Full Cutoff								<b>NFO</b> Neighbor Friendly Optic	<b>SCH-S</b> Pole Occupancy Sensor up to 30' ht., Square <sup>2</sup>
<b>R</b> Type R Right Full Cutoff									
<b>L</b> Type L Left Full Cutoff									

<sup>1</sup> Due to current unavailability of 347V and 480V drivers, specification of these voltages may feature an integral step-down transformer.

<sup>2</sup> Specify pole diameter if round, voltage and color, e.g. SCL-R4/277/BL.

<sup>3</sup> Driver has a 0-10V dimming interface with a dimming range of 10-100%. Compatible with most control systems.

HID to LED Upgrade Kits available. Contact factory.



### FEATURES

- LED PicoEmitter technology with up to 25% boost in lumen output
- Heritage style meets modern full-cutoff performance
- Three arm options; Single Straight, Single Curved, and Double Curved
- Three decorative accent options; medallion with DC Arm, leaflets with SS Arm, and top housing finial



3000K and warmer CCTs only

LET LED

LEB LED

SITE / AREA

### ORDERING INFORMATION (Example)

1A			LET	19	SS	3E35	60L5K120	WH	LEAF/A-30	HSAS14-534188SA-HA11S/WH
MOUNTING			SIZE			SUPPORT			POLE / POLE ARM	
EPA 19"			19 19" Dia.			LEB Bottom Mt.			See Arms & Poles Selection Guide at <a href="http://www.kimlighting.com">www.kimlighting.com</a> for pole EPA & ordering.	
• FM Flush Mt.			• 1A 1 Arm Side Mt.			• LET Top Mt.			1W Wall Mount arm <b>not</b> included and must be ordered separately.	
• PT Pipe Tenon Mt.			• 2B 2 Arm Side Mt.			• SS Single Straight Arm				
• 1A 1 Arm Side Mt.			• 3Y 3 Arm Side Mt.			• SC Single Curved Arm				
• 2B 2 Arm Side Mt.			• 4C 4 Arm Side Mt.			• DC Double Curved Arm				
• 3Y 3 Arm Side Mt.			• 1W Single Wall Mt.							
• 4C 4 Arm Side Mt.										
• 1W Single Wall Mt.										
NOTE: EPA is for Fixture only										

**VARELLO 220 LED**

## Specification

The simple cylindrical form of VARELLO L blends with a broad range of architecture. The heavy wall extruded aluminum housing, fitted top and bottom with precision- machined lens rings, provides subtle direct and indirect illumination. Luminaire is available in two sizes and is finished in finely textured paint. Hardware is stainless steel.



Model	Lamp	Color Temperature	Volt	Mounting	Beam	Finish	Option
VL220 LED	LED	WW - 3000K NW - 4000K	UNV - 120-277V	W - Wall Mount	NB - 13°	SG - Silver Grey	DIM - 0-10vDC Dimming
					MB - 27°	DG - Dark Grey	N - None
					WB - 59°	GG - Graphite Grey	
						BLK - Matte Black	
						BRZ - Dark Bronze	
						CC - Custom Color	

**Ordering Information**

Specifications are subject to change without notification

HessAmerica › Products › Lighting Products › Wall Mounted Luminaires › VARELLO 220  
[https://www.hessamerica.com/Products/Lighting/Wall\\_Mounted\\_Luminaires/VARELLO\\_220/](https://www.hessamerica.com/Products/Lighting/Wall_Mounted_Luminaires/VARELLO_220/)

## VARELLO 220 LED

### Specification

#### HOUSING

Cylindrical housing is machined from 6060 extruded aluminum alloy tubing. Upper and lower lens rings are precision machined from 6060 aluminum and sealed to the housing with one-piece die-cut closed cell silicone gaskets. Upper and lower tempered glass lenses are sealed to the housing with one-piece cell silicone gaskets. Luminaire with cast aluminum bracket mounts to wall surface with factory-supplied wall anchors and hardware. All hardware is stainless steel.

#### OPTICS

Upper and lower optics consist of single CoB LED with reflector and clear tempered flat glass lens. Available distributions include narrow 13°, medium 27°, or wide 59° beam spreads.

#### ELECTRICAL

Two integral high-power factor electronic LED drivers supply 350mA drive current to the LED modules at standard output or 700mA for high output models. Input voltage range is 120v to 277v at 50/60Hz. Total power consumption is 25watts for standard output and 50 watts for high output.

DELIVERED LUMENS (Top and bottom LED module combined) / CRI = 80

3000K - Standard output / High output

13° beam - 2914 lumens / 5828 lumens

27° beam - 2796 lumens / 5592 lumens

59° beam - 2720 lumens / 5440 lumens

4000K - Standard output / High output

13° beam - 3108 lumens / 6216 lumens

27° beam - 2985 lumens / 5970 lumens

59° beam - 2902 lumens / 5804 lumens

NOTE: Due to rapid and continuous advances in LED technology, LED luminaire data is subject to change without notice and at the discretion of HessAmerica. Consult factory for current technical data.

#### FINISH

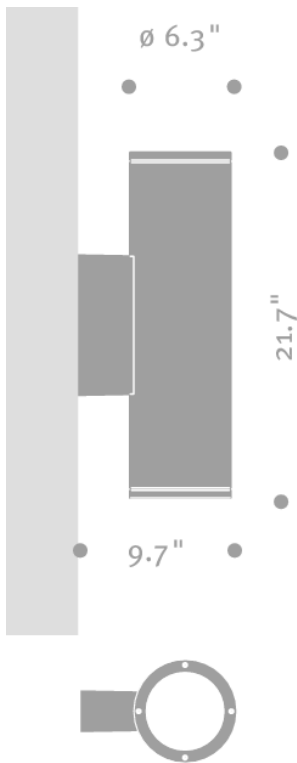
Housing is cleaned ultrasonically prior to painting. Standard finish is finely textured matte silver grey metallic, dark grey, graphite grey, matte black, or dark bronze. Special colors available on request.

#### WARRANTY

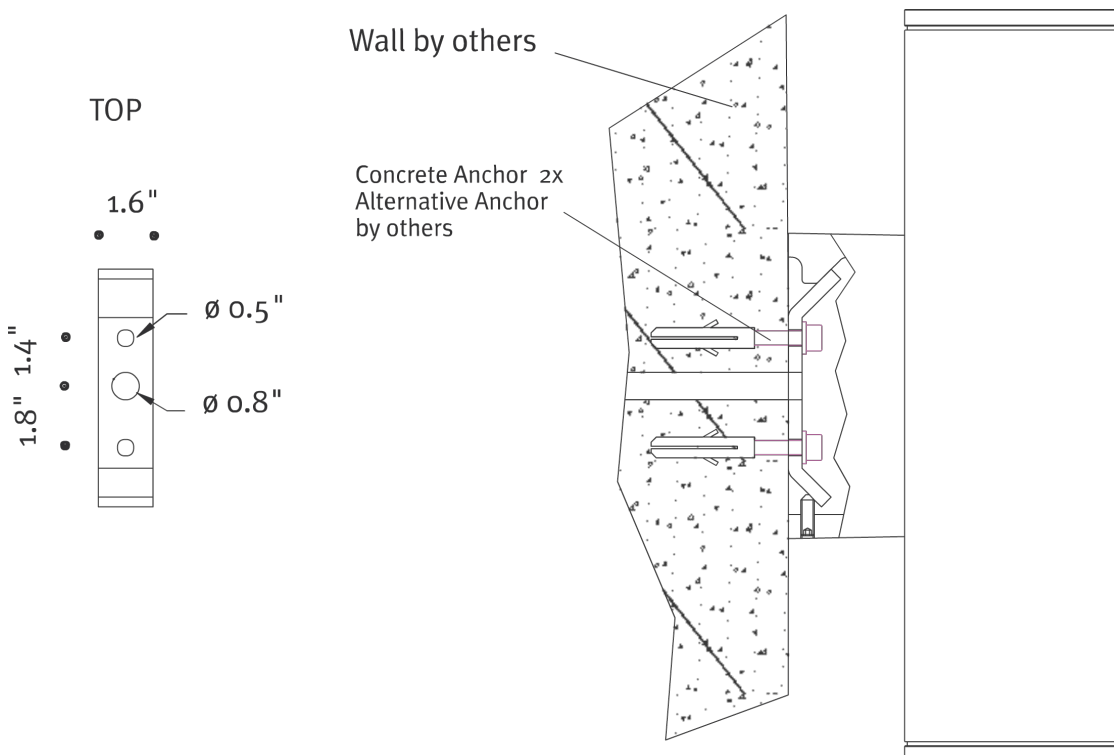
Limited product warranty period including LEDs is five years. Driver shall carry the manufacturer's limited warranty.

## Additional information

### Dimensions



### Mounting detail



Specifications are subject to change without notification

## CITY OF BOYNE CITY



**To:** Chair Aaron Place, and fellow Planning Commissioners

**From:** Scott McPherson, Planning Director

**Date:** March 15, 2024

**Subject:** 150 Ray Street Food Truck Court Pre-Application Review

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A request for a pre-application review was received from Chase Fairbairn to discuss proposed Food Truck Court located at 150 Ray Street which is located in the Central Business District (CBD). The subject property consists of parcel 15-051-341-138-15 and approximately the west 30' of parcel 15-051-341-139-10. The subject property is located between the car wash and a City parking lot and are both owned by Wash Property LLC. It has been the past policy of the City to permit food trucks to operate on private property which is zoned for restaurant use and trucks have operated in a transient manner without issue for the past 10+ years. This is the first time that a proposal has been received for the operation of several food trucks in a permanent space developed for that purpose. While the use of a food truck court is not specifically identified in the ordinance, section 10.20 Q does appear to encapsulate all the operational elements of the proposed use. The section is as follows:

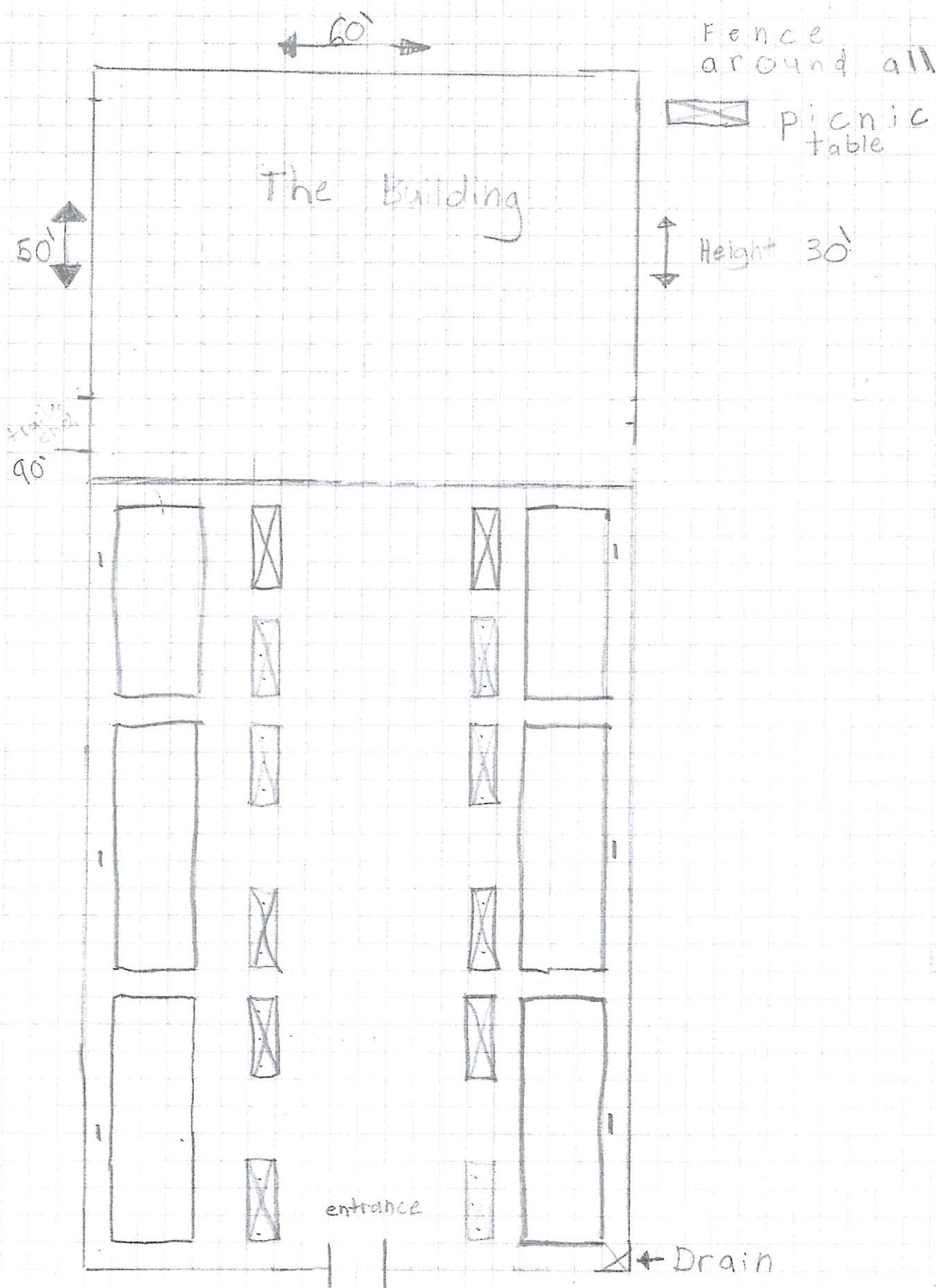
- Q. Outdoor cafés, outdoor eating areas, carry-out, and open front restaurants, subject to the following site design standards:*
- 1. Outdoor cafés may be permitted within the boundaries of a parcel or lot, on a building roof top, or as part of a patio or deck.*
  - 2. The outdoor café must be kept clean, litter-free, and with a well-kept appearance within and immediately adjacent to the area of the tables and chairs. Additional outdoor waste receptacles may be required.*
  - 3. Tables, chairs, planters, waste receptacles, and other elements of street furniture shall be compatible with the architectural character of the adjacent buildings. If table umbrellas will be used, they shall complement building colors.*
  - 4. Other additional signs are not permitted beyond those permitted for the existing restaurant.*

If the Planning commission determines the use can be permitted as a principal permitted use per section 10.20(Q) the applicant may submit a formal development plan for the Planning Commission's consideration after the pre-application review. As the property is located within the Downtown Development Area (DDA) it would also be subject to review by the Mainstreet Design Committee.

If the Planning Commission determines that the use does not fall within the scope of section 10.20(Q) the Planning Commission can consider the use as a conditional use per the provisions of section 10.30(L) which is as follows:

- L. Other uses not specifically stated or implied elsewhere which, in the determination of the Planning Commission, are similar to the principal permitted uses provided herein, and are in harmony with the character of the downtown, this Article, and the purpose and intent of the Comprehensive Plan of the City.*

If the Planning Commission determines that the use cannot does not fall within the scope of either section an zoning ordinance amendment would be needed to allow for the use.





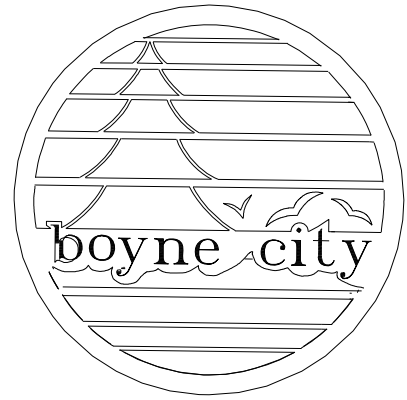


**Boyer City**  
**Planning Commission**  
**April 15, 2024**

**Pre-Application Review**  
**Proposed Food Truck Court**  
**150 Ray Street**



## CITY OF BOYNE CITY



**To:** Chair Aaron Place, and fellow Planning Commissioners

**From:** Scott McPherson, Planning Director

**Date:** March 15, 2024

**Subject:** Review Lake Charlevoix Protection Report and Recommendations

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In July of 2022 the Planning Commission was given a presentation on the status of Lake Charlevoix shoreline protection from representatives of the Lake Charlevoix Association, Tip of the Mitt Watershed Council and LIAA. The focus of the presentation was a public engagement effort to revisit 2016 Lake Charlevoix Shoreline Report and get feedback in order to develop a shared vision of Lake Charlevoix with common goals and objectives shared by the communities around the lake. In February 2023 the representatives presented to the Planning Commission the preliminary assessments and recommendations for Boyne City that were to be included in the Lake Charlevoix Protection Final Report. The presentation materials provided and the minutes from the meetings have been attached. In January 2024 the final report was completed and distributed. At the February 20th meeting of the City Commission a presentation of the final report was given to the City Commission by Jennifer McKay, Chief Policy and Government Affairs Director. At that meeting the City Commission gave direction for City Planning Staff to meet with Tip of Mitt representatives and review potential action items from the report recommendations. On February 29<sup>th</sup> Planning staff met with Jennifer McKay and Anna McGlashen and reviewed specific recommendations from the report outlined in their memo dated February 25, 2024 which has been attached for your reference.





**TO:** Scott McPherson, Planning/Zoning Administrator, City of Boyne City

**CC:** Aaron Place, Chair, Boyne City Planning Commission

**FROM:** Jennifer McKay, Chief Policy and Government Affairs Director, Tip of the Mitt Watershed Council  
Anna McGlashen, Local Policy Manager, Tip of the Mitt Watershed Council

**DATE:** February 25, 2024

**SUBJECT:** Recommendations from the *Lake Charlevoix Shoreline Protection* Report

**Action Request:**

- Schedule a meeting between Scott McPherson and Tip of the Mitt Watershed Council to identify near-term recommendations that are easy to implement.
- Include the identified recommendations as an agenda item for discussion at the March 18, 2024 Planning Commission meeting.
- Take action on recommendations at either the March 18 or April 15, 2024 Planning Commission meeting

**Background:**

In the fall of 2022, the Land Information Access Association, Tip of the Mitt Watershed Council, and the Lake Charlevoix Association held an initial meeting with the Boyne City Planning Commission to provide background information regarding the Lake Charlevoix Visioning and Shoreline Protection Project including, purpose, history, the status of meeting or exceeding the shoreline protection recommendations made in 2016 as of 2022, shoreline survey data results, and timeline. The remainder of the time was spent listening to planning commissioners regarding thoughts and experiences as well as discussing challenges and opportunities related to shoreline protection and the future of Lake Charlevoix.

In February of 2023, a second meeting was held with the Planning Commission to provide preliminary assessments and recommendations for Boyne City to be included in the *Lake Charlevoix Shoreline Protection* Final Report. The [Final Report](#) was completed and distributed in January of 2024.

The Watershed Council was invited to present before the Boyne City Commission on the Lake Charlevoix Visioning and Shoreline Project on February 20, 2024. During the meeting, the Boyne City Commission requested that the Watershed Council work in coordination with the Planning/Zoning Administrator to

identify the near-term recommendations, or low-hanging fruit, that could be easily implemented. We were asked to work with the Planning Commission on those identified recommendations and provide the City Commission with an update on progress in May 2024.

Recommendations for Boyne City from both the 2023 *Lake Charlevoix Shoreline Protection* Final Report and 2016 *Enacting Shoreline Zoning Protections Around Lake Charlevoix* Final Report have been included for your reference.

#### **Near-Term Recommendations:**

We reviewed the recommendations and believe the following are recommendations that would be easy for the Planning Commission to implement in the near term:

- 1) Commit Planning Commissioners to attending the Charlevoix County Planner's Forum in the fall of 2024**
- 2) Designate a Planning Commissioner to participate in the Lake Charlevoix Watershed Advisory Committee**

The Lake Charlevoix Watershed Advisory Committee meets from 10 -12 pm on Thursday, August 1 and Thursday, December 5, 2024.

To participate, register with [lauren@watershedcouncil.org](mailto:lauren@watershedcouncil.org).

- 3) Request a stormwater outfall inventory be conducted**
- 4) Ban construction on vertical seawalls**  
Proposed language: Standard sheet piling or concrete seawalls are prohibited except where the applicant can demonstrate to the Planning Commission that no other practical alternative exists.
- 5) Require all other all necessary state, federal, and county permits (including Health Department septic permits) be obtained prior to a zoning permit being issued**  
Proposed Language: A Zoning Permit may not be issued until all other necessary permits required by statute have been obtained or waived with exception of those permits issued by the Charlevoix County Building Department.
- 6) Require formal Planning Commission Site Plan Review for all waterfront uses**  
Proposed Language: Article XIX. – Development Plan Requirements Sec. 19.35. - Preliminary development plan review

The development plan approval process includes an optional review of a preliminary development plan by the planning commission. This process is at the option of the planning commission for: development plans affecting over three acres; sites containing floodplains or within the flood hazard zone; sites containing or potentially containing designated/regulated wetlands by the Michigan Department of Environmental Quality; **waterfront sites**; and/or conditional uses and complex commercial development sites.

**7) Prohibit beach sanding**

Proposed Language: Placement of beach sand is prohibited within fifty (50) feet of the Ordinary High Water Mark of a lake or a stream.

**8) Limit the number of docks allowed and number of boats allowed for each waterfront parcel**

Proposed Language:

- A maximum of one dock shall be permitted for each waterfront lot, except for properties upon which a marina is permitted by all of the following: the City of Boyne City Zoning Ordinance, the Michigan Department of Environment, Great Lakes, and Energy (EGLE), and the U.S. Army Corps of Engineers (USACE).
- The length of the dock shall be limited to 150 ft. or the length necessary to extend out to a water depth of 4 ft., whichever is greater.
- Not more than three (3) motor-powered watercraft shall be docked at any single dock at any time.
- Any boat moored at or stored on a lot within any residential district shall be owned by and registered to an individual living at said property.
- Each dock, mooring anchor, or other means of non-temporary anchorage shall be located at least fifteen (15) feet from the riparian boundary and moored boats shall not cross the riparian boundary.
- All permits required by the EGLE, USACE, the City of Boyne City, and other applicable entities must be obtained prior to the construction or modification of docks or marinas.

Other considerations:

- Lighting on docks. If provided, lightens shall be of low intensity, shielded, less than thirty (30) feet in height and downward-directed so as to prevent glare and appearance from a public way or waterbody, the illumination of the night sky, or adjoining properties.
- Shared docks by two property owners.

Thank you for your consideration and we look forward to working with you towards implementation of the recommendations put forward in the *Lake Charlevoix Shoreline Protection* Final Report.

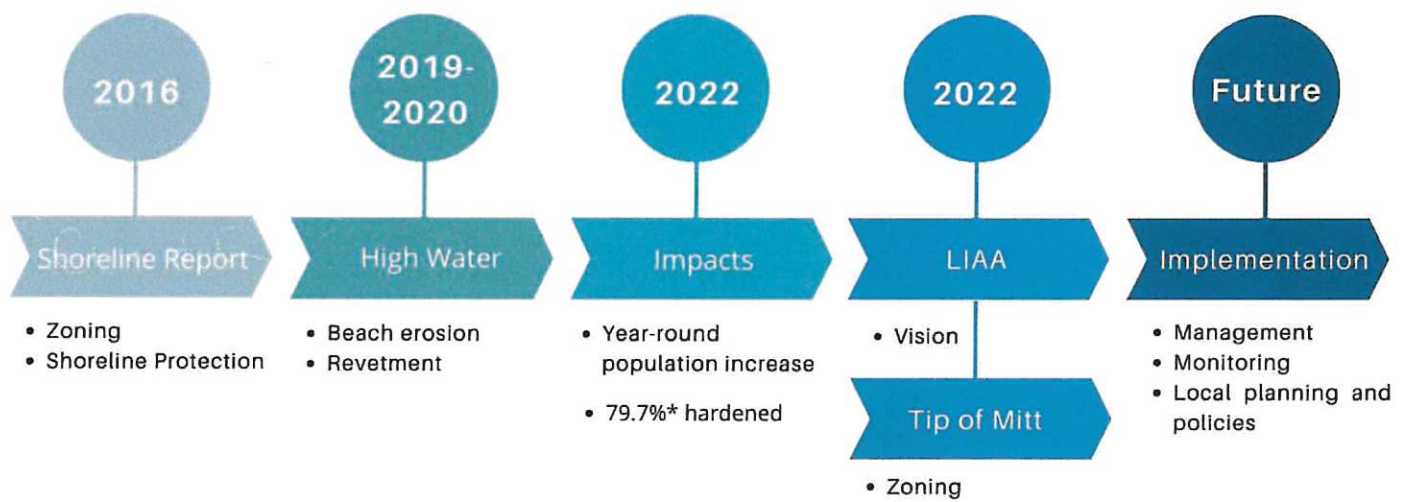
Please feel free to reach out to either Jennifer McKay, [jenniferm@watershedcouncil.org](mailto:jenniferm@watershedcouncil.org), or Anna McGlashen, [amcglashen@watershedcouncil.org](mailto:amcglashen@watershedcouncil.org), at any time to discuss the *Lake Charlevoix Shoreline Protection* Final Report or for assistance to improve and strengthen the Zoning Ordinance to protect the water resources within the City of Boyne City today and for future generations.



# LAKE CHARLEVOIX SHORELINE PROTECTION

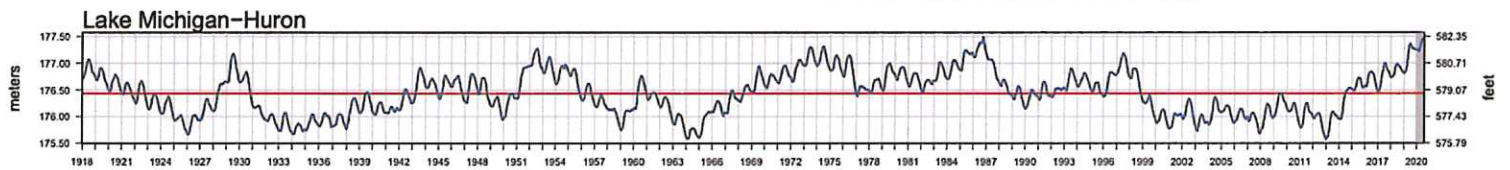


# PLANNING



\*2018 Lake Charlevoix Shoreline Survey

# DYNAMICS



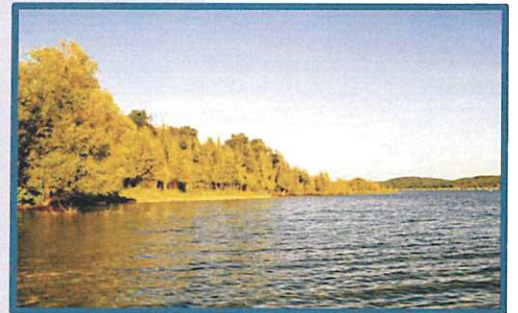
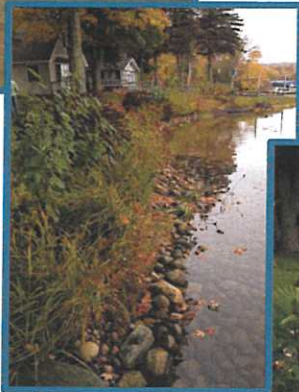
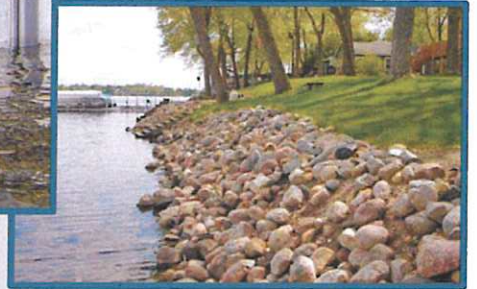
Whiting Park, Eveline Twp June 2020



Boyne City, June 2020



# SHORELINES



# DISCUSSION

Changes past 15 years?

Changes going forward?

Who leads?

Education/training?

Who is responsible?



[www.lakecharlevoixprotection.org](http://www.lakecharlevoixprotection.org)

## 2022 Lake Charlevoix Shoreline Protection Local Jurisdiction Community Engagement Meeting Series



Lake Charlevoix Association (LCA) – Promotes understanding of shared use of Lake Charlevoix and advocates for sensible and sustainable lakefront development practices.



Tip of the Mitt Watershed Council (TOMWC) – Dedicated to protecting northern Michigan lakes, streams, wetlands, and groundwater.



Land Information Access Association (LIAA) – Using planning and technology to foster and support sustainable, resilient communities across Michigan through civic engagement and grounded solutions.

### Project Background:

In 2016, TOMWC contracted the Land Information Access Association (LIAA) to facilitate “Enacting Shoreline Zoning Protections Around Lake Charlevoix.” It was a project aimed at protecting the water quality of Lake Charlevoix through the adoption of shoreline protection zoning standards in the 10 separate jurisdictions surrounding the lake. The project resulted in the institutionalization of accepted shoreline protection zoning recommendations for the jurisdictions surrounding Lake Charlevoix.

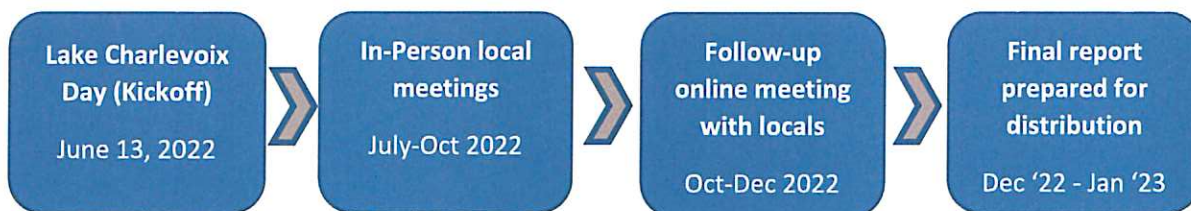
The entire 2016 report as well as additional information about lakeshore protection and updates throughout this process can be found online here:

[www.lakecharlevoixprotection.org](http://www.lakecharlevoixprotection.org)

Today, LCA has contracted with TOMWC and LIAA to accomplish two main objectives:

- 1) Revisit the 2016 efforts and discuss the status of lakeshore protection standards with each community.
- 2) Develop a shared vision of Lake Charlevoix with common goals and objectives shared by all of the communities around the lake.

### Community Engagement Series Timeline:



### Discussion Topics:

- Recap previous and ongoing efforts
- Shoreline dynamics
- Types of shorelines: hardened and natural/living shorelines
- Vision – what do we want Lake Charlevoix to look like and how do we implement that vision?

### Comment Form

Please record any general notes/comments that you would like to share regarding the Lake Charlevoix shoreline. You may submit this form to any LIAA/TOMWC staff person in attendance at any in-person local jurisdiction meeting.

**Name of Jurisdiction** in which you are providing comments: \_\_\_\_\_

**Comments:**[illegible]



# LAKE CHARLEVOIX

## Visioning and Shoreline Protection Project



Local elected and appointed officials around Lake Charlevoix believe that maintaining the water quality of the lake is important for future economic development and quality of life in the region. It is well understood that shoreline development impacts the water quality of lakes and streams as well as the surrounding terrestrial ecosystems, and local governments have a special role to play in ensuring that inland lakes and streams are protected. Water quality protection provides a wide range of community benefits, including preservation of quality of life, wildlife habitat, recreational opportunities, human health, aesthetics, economic vitality and increased property values.

There have been a number of past shoreline studies focused on tools for local governments to protect water quality in the Lake Charlevoix community. In 2014, *Enacting Shoreline Zoning Protections Around Lake Charlevoix* began a three-year project aimed at protecting the water quality of Lake Charlevoix through the adoption of shoreline protection zoning standards in the 10 jurisdictions surrounding the lake.

Led by the Land Information Access Association (LIAA), a non-profit community services organization based in Traverse City, the project team worked with local planning and zoning officials to develop and implement new zoning standards for waterfront properties around the lake. Using an inventory of existing protections as well as past recommendations from previous planning efforts, the project team identified a series of broad recommendations. The steering committee was integral to the process of refining the recommendations to ensure each one was realistic, implementable, and enforceable.

The overall goal of the *Enacting Shoreline Zoning Protections around Lake Charlevoix* project was to work with local officials to understand, accept, and adopt common shoreline protection zoning standards around Lake Charlevoix with the intent of keeping the Lake clean.

Below are the 2016 Lake Charlevoix Watershed Zoning Recommendations for the local units of government around the lake.

### 2016 RECOMMENDATIONS

<b>Defined High Water Elevation OHWM</b>	Zoning ordinances will define a High Water Elevation for Lake Charlevoix as 582.35' I.G.L.D.
<b>Setback from OHWM</b>	In single family residential areas, zoning ordinances will require shoreline setbacks of at least 50 feet from the High Water Elevation for all principle and accessory structures except for docks, shoreline protection structures, allowed viewing platforms, and stairs to the lake. Shoreline setbacks of 100' will be required when, within 500' feet of the lake, average slopes of the waterfront parcel are greater than 12%, impervious surface coverage is greater than 15%, and/or poor drainage conditions exist.
<b>Maximum Impervious Surface Lot Coverage</b>	In single family residential areas, zoning ordinances will establish a 15% maximum for impervious surface coverage on single family residential lots within 500 feet of the High Water Elevation along the shore of Lake Charlevoix.
<b>Conditions for Issuance of Zoning Permits</b>	Zoning ordinances will require that all necessary state, federal, and county permits (including Health Department septic permits) be obtained prior to a zoning permit being issued.



<b>Formal Planning Commission Site Plan Review</b>	<p>Zoning Ordinances will require formal Planning Commission site plan review for all waterfront property development projects. Site plans should include all information already required for site plan review and the following.</p> <ul style="list-style-type: none"> <li>• Location of the High Water Elevation <ul style="list-style-type: none"> <li>• Location of all setbacks, including the shoreline setback</li> <li>• Existing and proposed site topography, shown at a minimum of 2-foot contour intervals</li> </ul> </li> <li>• Locations of existing and proposed structures and other impervious surfaces</li> <li>• Calculations of existing and proposed impervious surface coverage</li> <li>• Existing and proposed greenbelt/vegetated buffer strip, including a planting plan</li> </ul>
<b>Engineered Stormwater Control Systems</b>	In commercial, mixed-use, and multiple-family residential waterfront areas, zoning ordinances will require an engineered stormwater control system that accommodates all stormwater from on-site impervious surfaces and allows it to percolate prior to flowing into the Lake.
<b>Number and Use of Docks</b>	Zoning ordinances will limit the number of docks allowed and number of boats allowed for each waterfront parcel.
<b>Keyhole or Funneling Standards Shoreline Protection Structures</b>	Zoning ordinances will specifically prohibit or limit keyhole or funneling practices. Zoning ordinances will prohibit the construction of seawalls in favor of revetments and engineered natural shorelines, except when there is no other practical alternative.
<b>Greenbelt/Vegetated Buffer Strips</b>	In single family residential areas, zoning ordinances will require a greenbelt, or vegetated buffer strip, with a minimum depth of 50' for new development or redevelopment on single-family residential lots along the shore of Lake Charlevoix.
<b>Specific prohibition of lawn in greenbelt</b>	Zoning ordinances will specifically prohibit the planting of lawns within the greenbelt.
<b>Prohibition of pesticides, herbicides, and fertilizers in greenbelt</b>	Zoning ordinances will prohibit the use of pesticides, herbicides, and fertilizers in the greenbelt.
<b>Requirement of trees and woody plants in greenbelt</b>	Zoning ordinances will require that trees and woody plants be planted in the greenbelt
<b>Viewing platforms in greenbelt</b>	Zoning ordinances will limit the size of waterfront viewing platforms in the greenbelt to 200 square feet or smaller or prohibit the construction of waterfront viewing platforms.
<b>Paths through greenbelt to water</b>	Zoning ordinances will allow a single path with a 6' maximum width to the water through the greenbelt, or prohibit the construction of paths in the greenbelt.
<b>Maintenance of existing natural shoreline buffers</b>	Zoning ordinances will allow for the maintenance of existing natural shoreline buffers, where they exist.
<b>Prohibition of beach sanding</b>	Zoning ordinances will specifically prohibit beach sanding in the greenbelt.
<b>Prohibition of alternation of area between water's edge and high water elevation</b>	Zoning ordinances will prohibit the alternation, including replenishment of beach sand, of the area between the water's edge and high water elevation.

Funding for this project generously provided by the  
Charlevoix County Community Foundation and the Lake Charlevoix Association.



# LAKE CHARLEVOIX

## Visioning and Shoreline Protection Project



CITY OF BOYNE CITY

2016 Recommendations for Shoreline Protection	Met or Exceeded Recommendations in 2016	Meets or Exceeds Recommendation as of 2022
Defined High Water Elevation/OHWM	Yes (582.4' IGLD)	Yes (582.4' IGLD)
Setback from OHWM	No (35')	No (35')
Maximum Impervious Surface Lot Coverage	No 30% WRD, 40% CSD*, 100% CBD	No 40% WRD
Shoreline Buffer/Greenbelt Requirement	No	No
Native vegetation requirement in greenbelt	No	No
Prohibition of pesticides, herbicides, and fertilizers in greenbelt	No	No
Specific prohibition of lawn in greenbelt	No	No
Requirement of trees and woody plants in greenbelt	No	No
Cutting/pruning of greenbelt vegetation limited	No	No
Prohibition of beach sanding	No	No
Prohibition of alternation of area between water's edge and high water elevation	No	No
Requires that new low-growing plantings be spaced for complete ground coverage in two years	No	No
Allows a single, small (200 s.f.) waterfront viewing platform in the greenbelt	No	No
Allows a single path (6' maximum width) through the greenbelt to the water	No	No
Allows for the maintenance of existing natural shoreline buffers, where they exist	No	No
Requirement of all county, state, federal permits be obtained prior to zoning being issued	No	No
Formal Planning Commission Site Plan Review for all waterfront uses	No	No
Number and Use of Docks	Yes	Yes
Specific Keyhole or Funneling Standards	No	No
Prohibition of Seawalls	No	No
Engineered Stormwater Control Systems Requirement	Yes**	Yes**

\* Maximum lot area covered by buildings

\*\* Stormwater plans that comply with the Charlevoix County Stormwater Ordinance are required in all zoning districts for all proposed uses except single-family, detached residential uses.





Based upon the *Enacting Shoreline Zoning Protections around Lake Charlevoix* Lake Charlevoix Watershed Recommendations, the following amendments to the Zoning Ordinance were recommended in 2016.

### Conditions for Issuance of Zoning Permits

By requiring that all necessary permits be obtained prior to the issuance of a zoning permit, jurisdictions can be sure that the requirements of all other agencies are being met by the proposed development.

### Require formal Planning Commission site plan review for all waterfront uses

Requiring formal site plan review for any waterfront use gives local units of government detailed information and more precise documentation on proposed projects adjacent to the Lake. The site plan review process ensures that each of these projects is meeting the required standards of the ordinance and allows zoning staff to simply verify that development is occurring according to the approved plans.

### Shoreline Protection Structures

Seawalls can cause degradation of shoreline areas on the waterside of the wall and additional erosion of adjacent shorelines on either side of

the wall. It is recommended that the construction of seawalls be prohibited within the Zoning Ordinance in favor of revetments and engineered natural shorelines, except where there is no other practical alternative.

### Specifically regulate or prohibit keyhole/funnel development

It is recommended that the Zoning Ordinance specifically regulate or prohibit keyhole, or funnel, development where multiple property owners or parcels are allowed lake access on a single waterfront parcel. Keyhole practices can greatly increase the number of docks and motorized watercraft on the lake, increase runoff and pollution, and increase shoreline erosion. By limiting the number of motorized boats that are able to be docked on individual waterfront parcels, water quality can be protected by reducing the potential for fuel and chemical spills. Additionally, congestion and aesthetic issues are reduced when keyholing/funneling is prevented.

Funding for this project generously provided by the Charlevoix County Community Foundation and the Lake Charlevoix Association.



Giving Back. Moving Forward.



426 Bay Street Petoskey, MI 49770  
231-347-1181  
www.watershedcouncil.org



**Approved:**

**Meeting of  
July 18, 2022**

Record of the proceedings of the Boyne City Planning Commission meeting held in the City Commission Chambers on Monday, July 18, 2022 at 5:30 pm.

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**Call to Order**

Chair Place called the meeting to order at 5:30 p.m.

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**Roll Call**

Present: Jim Baumann, Larry Chute, Tom Neidhamer, Skylar MacNaughton, Nicole Moblo, Aaron Place, Jeff Ross, Monica Ross and Carl VanDomelen  
Absent: None

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**Meeting Attendance**

City Officials/Staff: Planning and Zoning Director, Scott McPherson; Mayor, Tom Neidhamer; and Recording Secretary, Sara Christensen  
Public Present: Fifteen

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**Consent Agenda  
Motion**

**2022-07-18-03**

**J. Ross moved, Chute seconded** a motion to approve the consent agenda, the Planning Commission minutes from May 16, 2022 as presented.

Roll Call:

Ayes: Baumann, Chute, Neidhamer, MacNaughton, Moblo, Place, J. Ross, M. Ross, and VanDomelen

Nays: None

Absent: None

Abstain: None

Motion Carries

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**Citizen comments on  
Non-Agenda Items**

None

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**Reports of Officers,  
Boards and Standing  
Committees**

Short Term Rentals – Planning Director McPherson stated the next STR meeting will be held on August 16, 2022 at 5:30 p.m., at City Hall.

---

**Unfinished Business**

None

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**New Business**

**Development Plan  
Review Bay Ridge  
Private Road**

Planning Director McPherson reviewed his staff report that was included in the agenda packet. Before you tonight is an application for development plan approval of a private road to access parcels for new single-family dwellings. The original 9.98 acres with 474 feet of frontage on Hull Street have been divided into four 2+ acre parcels. The existing Bay Ridge Lane is an unimproved driveway. The property is zoned Rural Estate District (RED) and sewer and water are located in Hull Street.

Chair Place invited Bay Ridge Representative, Patrick Rokosz, to speak on behalf of the project. Mr. Rokosz noted this project first came to the Planning Commission last December. He thanked Planning Director McPherson and the Planning Commission for their work on the newly adopted amendment.

Chair Place gave a brief narrative of procedures for public comment and opened the floor.

**Sandy Pritchard: 536 E. Lincoln St.** – There are four (4) parcels currently, is there a possibility the smaller sections are buildable in the future? **McPherson:** Each of the four parcels is allowed one (1) dwelling per parcel. Future divisions could not happen under the

Land Division Act. A site condominium proposal in the future would need to come back to this board for approval.

McPherson reviewed the Development Plan Review Standards as per Section 19.40 and the Bay Ridge Private Road Development Standards Findings of Fact as per section 24.95 highlighting items that pertain specifically to this project.

Chair Place opened to Board Discussion.

**Moblo** – will there be lighting? **McPherson** No lighting is proposed.

## Motion

**Motion by J. Ross, seconded by Moblo** to approve the Development Plan Review Standards and the Bay Ridge Private Road Development Standards Findings of Fact as presented.

**2022-07-18-7A**

Roll Call:

Ayes: Baumann, Chute, Neidhamer, MacNaughton, Moblo, Place, J. Ross, M. Ross, and VanDomelen

Nays: None

Absent: None

Abstain: None

Motion Carries

## LIAA Presentation

Chair Place introduced Barry Hicks from LIAA (Land Information Access Association) to present the 2022 Lake Charlevoix Shoreline Protection Local Jurisdiction Community Engagement Meeting Series. Joining Barry tonight is Jennifer McKay from Tip of the Mitt Watershed Council (TOMWC) and two representatives from the Lake Charlevoix Association (LCA). Mr. Hicks shared a short PowerPoint presentation.

Chair Place gave a brief narrative of procedures for public comment and opened the floor to public questions.

**Sheila Redmer, 1020 Lac Vue Drive:** Question for Jennifer McKay regarding outdated 2016 study. Did any of the criteria take into consideration wildlife and wildlife habitats?

**Lua Ann Ellis, 9330 Woods Road (Hayes Twp):** How many properties along the city shoreline were considered excellent? What recommendations would the groups make for the city to restore the shoreline to excellent?

**Sandy Pritchard: 536 E. Lincoln St. –** The public is operating at a disadvantage because they don't have the scorecard distributed to the Planning Commission members. What has Boyne City specifically done since 2016 to implement common goals and objectives? Did the two (2) properties on Bay street that were just built meet the setback requirements and were they not required to install a greenbelt?

Seeing no other questions from the public, Chair Place closed to the public.

**Chair Place:** Jennifer, was wildlife brought into the discussion during the 2016 report?  
**McKay:** No, various ordinances were reviewed with the goal to protect wildlife and their habitats, but various species and habitats were not part of the study.

**Chair Place:** Jennifer, how many properties along the city shoreline were considered excellent? **McKay:** I will have to go back through the database and provide the information to share at a future meeting.

**Chair Place:** Scott, is it possible to make sure the scorecard is part of the minutes when they are published? **McPherson:** Yes.

**Chair Place:** Scott, have any standards been established since completion of this study in 2016? **McPherson:** No specific standards have been established.

**Chair Place:** Scott, did the new homes on Bay Street meet all requirements? **McPherson:** The Bay Street developments met all setbacks and there are no greenbelt standards in the city.

Chair Place opened to Board Discussion. Following is a synopsis of the discussion:

**Neidhamer:** Scott, didn't we take some action on this at the Tannery Park and Sunset Park? **McPherson:** Yes, various proactive measures have been implemented such as treatment of stormwater runoff and new road designs.

**Chute:** Most parcels along the lakeshore are developed.

**Place:** Jennifer, could more recommendations specific to developed parcels be created to help guide the city?

**M. Ross:** The shoreline vegetation project along Sunset Park is an example of good practice.

**Moblo:** Even though the city shoreline is mostly developed, goals could be created to improve and protect the shoreline moving forward.

**Baumann:** Do all seawalls need approval by the local municipality? **McKay:** They all need approval by EAGLE and/or US Army Corp of Engineers. Depending on the local municipality, they may also have local ordinances that require a permit.

**Chute:** Are these entities looking at shoreline quality? **McKay:** No.

**Chair Place:** Are there any new programs for getting the community involved in shoreline protection? **Lake Charlevoix Association member Tom:** One of the primary focuses of LCA is education. Shoreline preservation is the goal.

**M. Ross –** Run-off and septic systems are huge concerns for water quality. Discussion took place regarding if this is a responsibility of the city or county.

**Chair Place:** Scott, are there any provisions for requiring properties being developed on the waterfront to come before the Planning Commission? **McPherson:** Evangeline Township requires all waterfront construction projects to come before the Planning Commission for review and approval.

**VanDomelen:** The scorecard makes the city look like a disaster. An objective should not be on a scorecard if it cannot be achieved. The objectives should be achievable. **Chair Place:** The goal for tonight's meeting is to get help creating realistic goals for the city planning commission.

Chair Place wrapped up with a request to TOMWC for recommendations on specific action items addressing items the city planning commission can focus on in the short term and future to preserve the waterfront.

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**Staff Report**

Staff ... no report

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**Good of the Order**

**MacNaughton** – City staff has done a great job cleaning trash following the recent festivals and busy weekends.

**Neidhamer** – No balloons were thrown during this year's Fourth of July River Raft Race. Hats off to the Friends of the Boyne River.

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**Adjournment**

The next regular meeting of the Boyne City Planning Commission is scheduled for Monday, August 15, 2022 at 5:30 p.m.

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**Motion**

**2022-07-18-10**

**Moblo moved, M. Ross seconded, passed unanimously**, a motion to adjourn the July 18, 2022 meeting at 6:59 pm; all ayes, motion carried.

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Chair, Aaron Place

Recording Secretary, Sara Christensen



A photograph of two young children swimming in a body of water. The child in the foreground is a boy with dark hair, smiling broadly at the camera. Behind him, another child with light hair is also smiling. The water is a deep blue, and the background is slightly out of focus, showing more of the lake and some distant structures.

# LAKE CHARLEVOIX VISION

- Long-term protection of Lake Charlevoix for future generations to swim, boat, fish, and enjoy healthy waters
- Improve ordinances
- Regulations are not enough
- Education
- Coordination





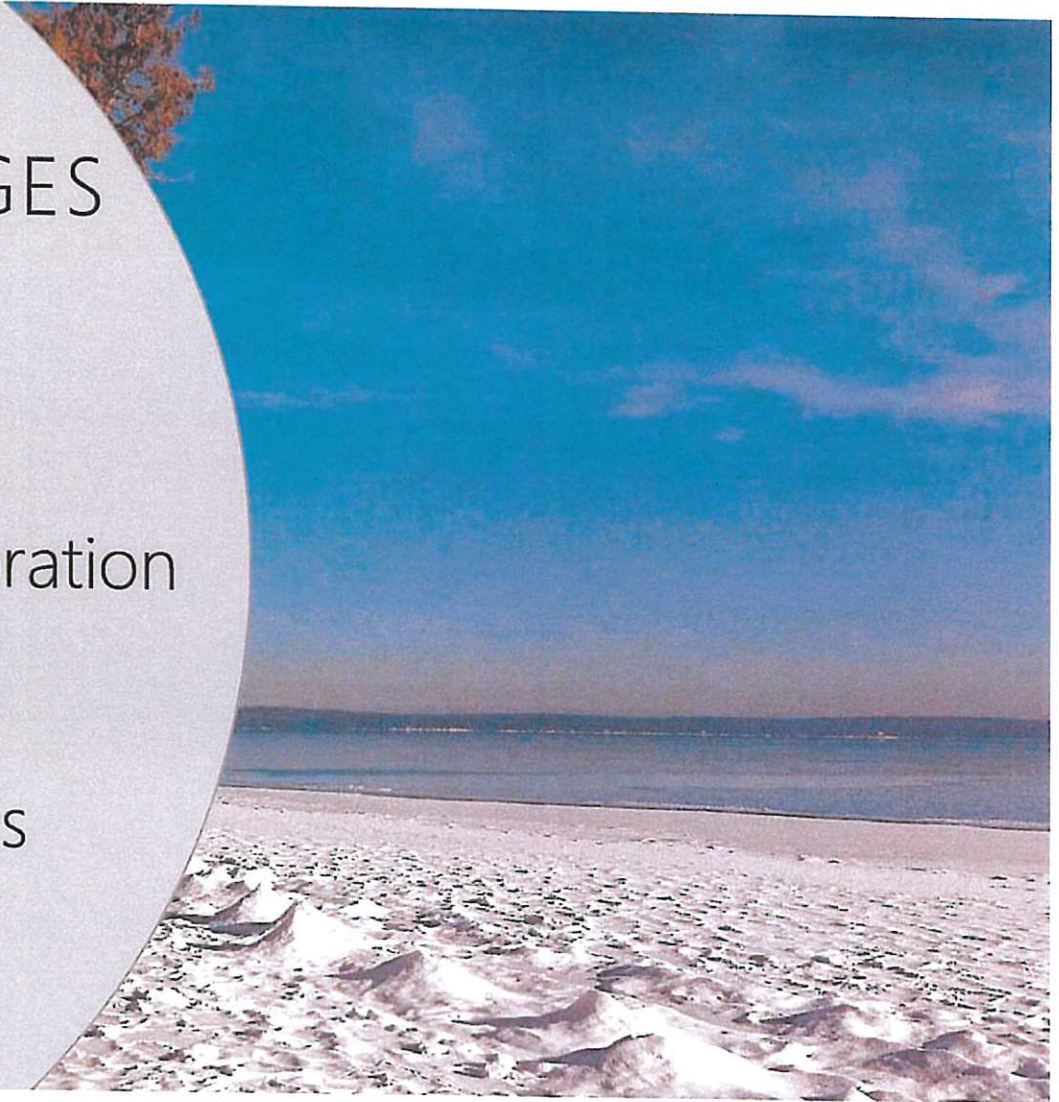
# LAKE CHARLEVOIX VISION

- Zoning is complicated
- Different types of development and shoreline around the lake
- Differences between cities and rural townships
- Uniformity, WITH flexibility
- Non-conforming lots



# BOYNE CITY CONCERNS/CHALLENGES

- Education
- City Already Developed
- Hardened Shorelines
- Communication/Collaboration
- Stormwater/Swales
- Septic System  
Management/Inspections
- City Needs to Lead By  
Example



# LAKEWIDE RECOMMENDATIONS



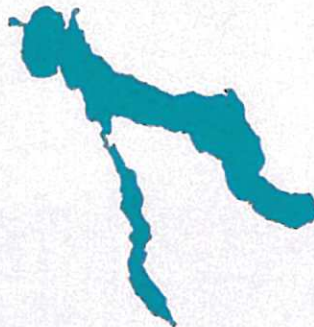
**Education**



**Ban Construction  
of Seawalls**



**Coordination on  
Permitting**



**Attend Advisory  
Committee Mtgs**



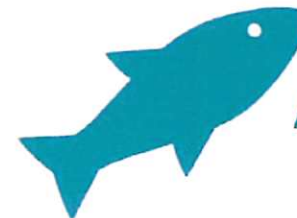
**Reinvigorate  
Planner's Forum**



**Use Bonds or  
Predetermined Fines**



**Improve Permit  
Application**



**Attend Trainings**



# ADDITIONAL OPTIONS TO CONSIDER

- Overlay Districts
- County Zoning
- Third-Party Review and Enforcement
- Ordinary High-Water Mark Interpretation
- Regulations for Short-Term Rentals and Septic





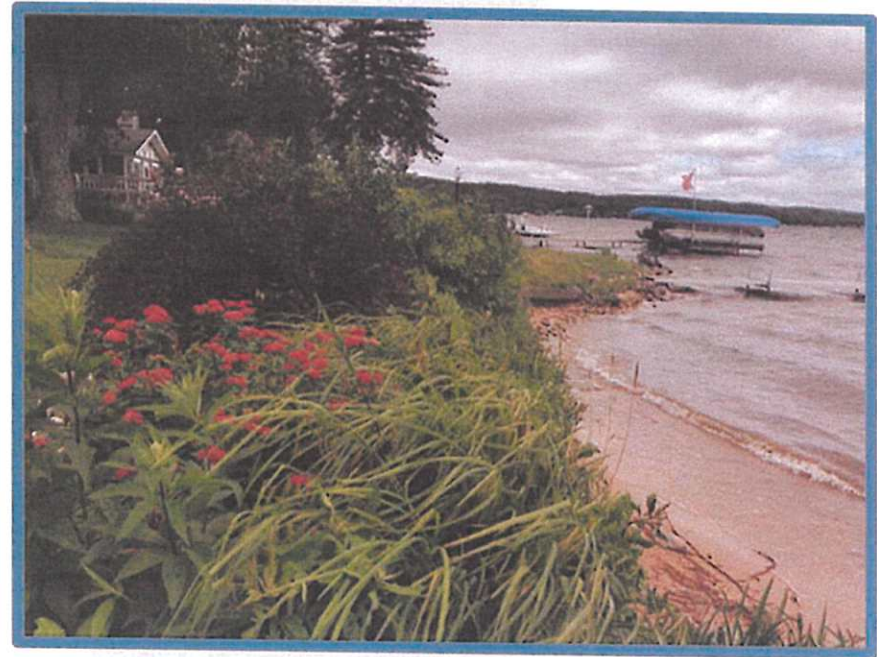
# RECOMMENDATIONS FOR BOYNE CITY

- Require Formal Planning Commission Site Plan Review for All Waterfront Uses
- Ban Construction of Seawalls
- Require Greenbelts on All Public Waterfront Properties
- Require Greenbelts on Newly Developed or Renovated Properties
- Develop Stringent Greenbelt Parameters
- Pursue a County Septic Ordinance
- Install Trash Capture Technologies in Stormwater System



# NEXT STEPS

- Meet with remaining local governments around the lake
- Develop final report and individual recommendations to local governments
- Assist with follow-up on recommendations



[www.lakecharlevoixprotection.org](http://www.lakecharlevoixprotection.org)



## 2023 Lake Charlevoix Shoreline Protection Visioning



Lake Charlevoix Association (LCA) – Promotes understanding of shared use of Lake Charlevoix and advocates for sensible and sustainable lakefront development practices.



Tip of the Mitt Watershed Council (TOMWC) – Dedicated to protecting northern Michigan lakes, streams, wetlands, and groundwater.



Land Information Access Association (LIAA) – Non-profit serving other non-profits and governments to support planning and technology needs to increase civic engagement and foster sustainable and resilient communities.

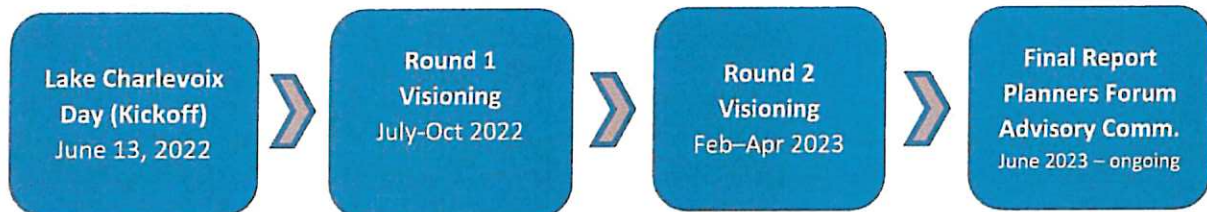
### **Project Background:**

[www.lakecharlevoixprotection.org](http://www.lakecharlevoixprotection.org)

LCA has contracted with TOMWC and LIAA to accomplish two main objectives:

- 1) Revisit the 2016 efforts and discuss the status of lakeshore protection standards with each community.
- 2) Develop a shared vision of Lake Charlevoix with common goals and objectives shared by all of the communities around the lake as well as individual community visions.

### **Project Timeline:**



### **Boyne City's Vision for Shoreline Protection:**

#### **Greatest concerns**

- Enforcement – uniform and ubiquitous across all jurisdictions
- Education – dissemination of information to contractors, realtors and homeowners
- Ordinances – varies greatly from community to community; would like to see more universal ordinances, but understands there are areas around the lake where that may not be possible; make easier to enforce

#### **Ideas**

- Lead by example – redevelopment of publicly owned lakefront property
- Implement vision of new road development with integrated bioswales
- Have a shoreline development worksheet or checklist that people could use to follow responsible practices
- Inspections – short-term rental and septic inspections

#### **Needs/Wants**

- Online process that is easy to walk-through for anyone looking to alter shoreline that outlines local and state regulations as well as best practices
- Progress – how do we measure progress over time? What is the appropriate setback for a living shoreline? How do we measure this to show future permit applicants.
- Data – felt the last shoreline survey was immensely helpful; more information like this would be helpful for decision makers.

## Lake-wide Recommendations

- **Overlay District** An overlay district is a common tool for establishing development restrictions, or extending development incentives, on land within a defined geographic area or characterized by specific physical features or site conditions. Adopted as part of a zoning bylaw, overlay districts are superimposed over one or more underlying conventional zoning districts in order to address areas of community interest that warrant special consideration, such as shoreline protection or to ensure new development fits the existing community character and needs. Common standards or regulations in an overlay zone may include building setbacks, density standards, lot sizes, impervious surface reduction, vegetation requirements, building floor height minimums, and flood-proofing to high water levels. Overlay districts can be useful for many of the jurisdictions around Charlevoix County.
- **Education**
  - Homeowners
  - Realtors
  - Contractors
  - Planners Forum
  - Watershed Plan Advisory Committee
- **Coordinated Permitting**
  - **Regulation** Local jurisdictions would coordinate regulations both through the use of lake-wide overlay zones/districts and through regulations that may impact the watershed and water-quality, such as impervious surfaces and alternatives to accommodate development while allowing natural processes to continue.
  - **Comment on permit applications** Local governments are provided notice and given the opportunity to review and comment on proposed public notice prior to action. In addition, local governments are copied on permits and violation letters. Local units of government need to take the opportunity to participate in the permitting process with the State of Michigan by providing comments, particularly when a proposed project will violate a local ordinance.
  - **EGLE to attend Planning Commission** District permitting staff from the Michigan Department of the Environment, Great Lakes, and Energy has agreed to attend Planning Commission/Board meetings to further understanding and coordination between the state and local units of government.
  - **Require all other relevant permits to be obtained prior.** Local communities may include provisions in their zoning ordinance that all other relevant permits are received prior to permit approval. Local units of government could also conditionally approve a permit, requiring submission of all other required permits prior to final approval. Once a sequence for permits has been established communities can create and use checklists to guide and document their workflow.

## Next Steps

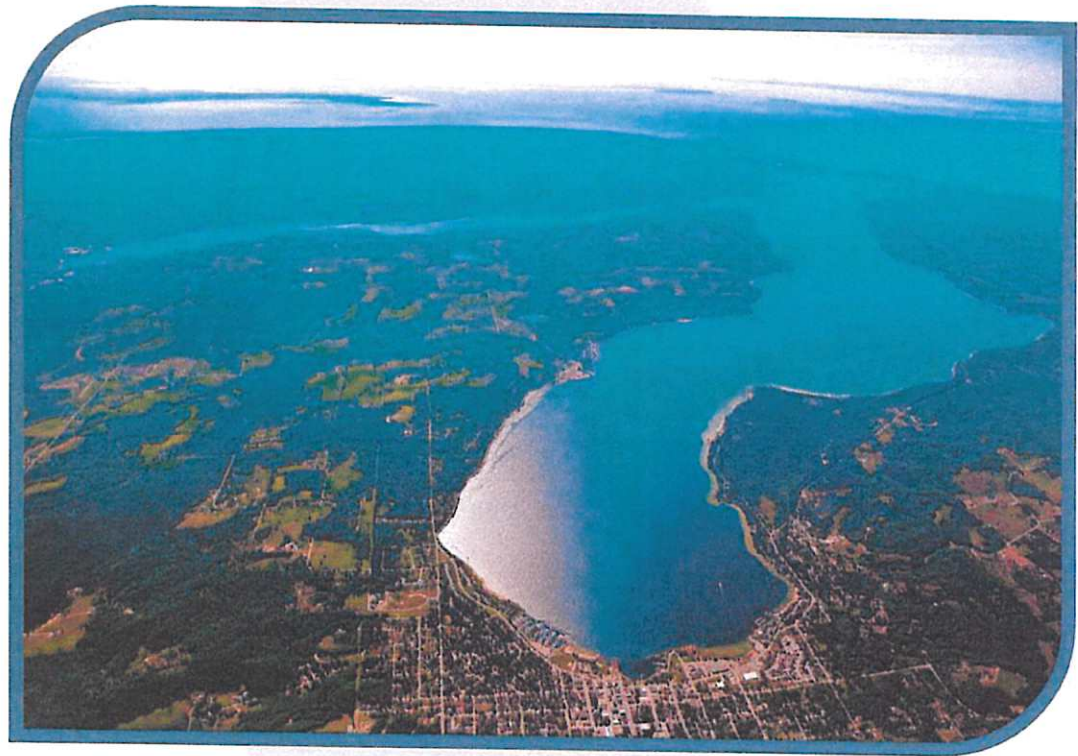
- Has anything been missed or mis-interpreted?
- Does the municipality plan to implement shoreline protection efforts?



# LAKE CHARLEVOIX SHORELINE PROTECTION

*PREPARED FOR*

## BOYNE CITY



**LIAA**



# SHORELINE DEVELOPMENT



1956 > 1978 > 2010: <80% hardened shoreline lake-wide (TOMWC 2018 survey)

Increased  
pressure along  
the shoreline



# SHORELINE DEVELOPMENT



1956 > 1978 > 2010: <80% hardened shoreline lake-wide (TOMWC 2018 survey)

Increased  
pressure along  
the shoreline

# SHORELINE DEVELOPMENT



1956 > 1978 > 2010; <80% hardened shoreline lake-wide (TOMWC 2018 survey)

Increased  
pressure along  
the shoreline



# SHORELINE DEVELOPMENT



1954

Increased  
pressure along  
the shoreline

1956 > 1978 > 2010: <80% hardened shoreline lake-wide (TOMWC 2018 survey)

# SHORELINE DEVELOPMENT



Increased  
pressure along  
the shoreline

1956 > 1978 > 2010: <80% hardened shoreline lake-wide (TOMWC 2018 survey)



# SHORELINE DEVELOPMENT



Increased  
pressure along  
the shoreline

1956 > 1978 > 2010: <80% hardened shoreline lake-wide (TOMWC 2018 survey)

Approved: 4/17/2023

**Meeting of  
February 20, 2023**

Record of the proceedings of the Boyne City Planning Commission meeting held in the City Commission Chambers on Monday February 20, 2023 at 5:30 pm.

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**Call to Order**

Chair Place called the meeting to order at 5:30 p.m.

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**Roll Call**

Present: Jim Baumann, Tom Neidhamer, Skylar MacNaughton, Jeff Ross, Aaron Place, Monica Ross, Nichole Moblo and Larry Chute

Absent: Carl VanDomelen

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**Excused Absence  
Motion**

**2023-02-20-02**

**Chute moved, Jeff Ross seconded, passed unanimously,** a motion to excuse Carl VanDomelen from the meeting today, February 20, 2023.

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**Meeting Attendance**

City Officials/Staff: Planning and Zoning Director Scott McPherson, Recording Secretary Melissa Schroeder and Mayor Hugh Conklin

Guest Presenters: Tom Darnton, President of the Lake Charlevoix Association,

Guest Presenters Via Zoom: Jennifer McKay, Policy Director, Tip of the Mitt Watershed Council, LIAA Board Director and Barry Hicks, LIAA.

Public Present: None

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**Consent Agenda  
Motion**

**2023-02-20-03**

**MacNaughton moved, Jeff Ross seconded, passed unanimously,** a motion to accept the consent agenda, the Planning Commission minutes from January 16, 2023.

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**Citizen comments on  
Non-Agenda Items**

**None**

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**Reports of Officers,  
Boards and Standing  
Committees**

**None**

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**Unfinished Business**

**None**

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**New Business  
7A: LIAA Shore Line  
Recommendations**

Representatives from LIAA presented a slide show with materials and recommendations for the Lake Charlevoix Shoreline. The material is information that was gathered over a number of months. After the material was gathered LIAA created recommendations for the City of Boyne City.

**Skylar MacNaughton:** Do any property owners want regulations?

**Jennifer McKay:** Yes, because it helps improve the economics of the property.

**Tom Neidhamer:** Going out to Advance, then out to Glenwood Beach and through Bay Street I believe is City Sewer. Scott, is that all city sewer?

**Scott McPherson:** All lakefront properties have access to sewer, some areas within the interior of the city do not have access to city sewer.



**Larry Chute:** Do we have 100% of the lake front property owners on the city sewer?

**Scott McPherson:** No.

**Monica Ross:** If a current septic system fails will the county grant another permit?

**Scott McPherson:** This is regulated by the health department, it is my understanding that if sewer is within so many feet, then no they will not be able to obtain another permit, they have to hook up to city sewer.

Jennifer McKay continued her presentation.

**Jennifer McKay** spoke about developing a relationship between EGLE and the Planning Department.

**Larry Chute:** Banning the development of sea walls is going to be hard for the City to do. EGLE permits seawalls long before they come before the Planning Commission so it is almost out of our hands.

The roads that were set in the city were established in the 1950's and 60's. In order to get a proper set back people could claim that they could not get a sufficient set back.

**Tom Darnton:** What we are talking about is banning vertical seawalls. There are other ways to engineer even in short veg situations. Engineers are developing different options, designs that are not vertical.

**Scott McPherson:** How would it work with the City getting involved with EGLE and the permitting process?

**Jennifer McKay:** When EGLE applies for a permit the City should receive a copy, at that time the City has an opportunity to reach out and speak to EGLE. Because you are a local government your comments have a lot of weight.

**Scott McPherson:** But if one of the permits needed Planning Commission approval, how would EGLE know that it needs to go back to us for prior approval before EGLE can sign off on that permit?

**Jennifer McKay:** You would have let them know that you have to sign off or it violates your ordinance.

There was discussion among the Commissioners and Planning Director, Scott McPherson concerning the different roles of the City. They also discussed the process of letting EGLE know about the ordinances. It was mentioned that having only one planning process would be beneficial to homeowners so that they did not have to go through two processes to get a permit approval.

**Jennifer McKay** named these recommendations:

- Require Formal Planning Commission Site Plan Review for All Waterfront Uses
- Ban Construction of Seawalls
- Require Greenbelts on All Public Waterfront Properties
- Require Greenbelts on Newly Developed or Renovated Properties
- Develop Stringent Greenbelt Parameters
- Install Trash Capture Technologies in Storm Water System

**Skylar MacNaughton:** Are there any state grants towards projects for trash removal technology?

**Jennifer McKay:** I will check into that.

There was discussion about the storm water points within Boyne City and how Boyne City grades. That information was not presently available. **Barry Hicks** did add that there may be grants available through M-DOT for things such as trash capture technology.

**Barry Hicks** ended with remarking that they would be researching different Lake Charlevoix Communities through the end of March and that there would be a forum in the Fall of this year to discuss the recommendations from the information that will be gathered.

**Larry Chute:** Would it make sense to have example ordinance with the definition of a greenbelt or a sea wall?

**Aaron Place:** I am there with you, Larry. At this time, we need to take all the information and ask Scott to look at these ordinance parameters. We have it on the books for discussion.

**Aaron Place:** It will be helpful to see what other places are doing as well and that will help give direction.

**Tom Darnton:** The three cities along Lake Charlevoix have a very different waterfront. The tools that are available to the cities and townships are different. The cities have a responsibility to provide access whereas on private property that is not a concern. As we put together data we need to keep in mind both city and townships are different.

**Jeff Ross:** Are you going to suggest ordinances on ice bubblers?

**Tom Darnton:** We are trying to tailor our recommendations.

**Jim Baumann:** How are we doing? How is the water quality in Lake Charlevoix?

**Tom Darnton:** The Lake in terms of water quality is in good shape.

**Aaron Place:** Why did they bring this to the Planning Department and not the City Commission?

**Scott McPherson:** Their strategy was to go to all the planning commissions around the lake then move it to the City Commission.

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**New Business  
7B: 2023-2028  
Capital  
Improvement Plan**

**Scott McPherson:** The Capital Improvement Plan was sent out to you. There were not any changes from last year.

The project lists were extended another year and there will probably be adjustments. As far as infrastructure projects I don't see any future projects being planned until we get personal on board.

As a part of the requirement of the Planning Commission needs to review the Capital Improvement Plan annually and then make a recommendations to the City Commission.

**Jeff Ross:** Does your planning budget go under the CIP?

**Scott McPherson:** Planning Department does not do many capital projects.

There was discussion amount the Commission that it was hard to look at the CIP because there was not any department head personal to get feedback from. There was added discussion about the plans for Avalanche Preserve and if the improvements were going to happen. **Scott McPherson** indicated that they were grant driven and that he was not sure.

**Monica Ross:** Where are they going to put the kayak launch?

The Commission discussed the pros and cons of what the best spot was for the kayak launch.

**Mayor Hugh Conklin:** I have a couple questions in 2022-24. The replacement of the play structure is mentioned. Do you know where that got started?

**Scott McPherson:** That was a Tim Faas project. I am not sure.

**Mayor Hugh Conklin:** Then there was a part about parking improvements in Veterans Park. Is that just by the baseball project?

**Scott McPherson:** No, that would be a separate project.

**Mayor Hugh Conklin:** Who would make the estimate of \$12,000 for sidewalk repairs? Is that something that would come from the DPW?

**Scott McPherson:** Yes, that would be a part of the DPW annual budget.

**Monica Ross:** Will the walkway run behind Honeywell?

**Scott McPherson:** There was some talk of that.

**Aaron Place:** When are the roads going to be rated again?

**Scott McPherson:** Typically, it is done in the Spring. It is usually a team of MDOT, Boyne City DPW and some others. But, because of COVID and not having a DPW Director it has not been done.