



ACME TOWNSHIP PLANNING COMMISSION MEETING
ACME TOWNSHIP HALL
6042 Acme Road, Williamsburg MI 49690
December 14, 2015 7:00 p.m.

CALL TO ORDER : 7:01pm

ROLL CALL:

PC Members Present: D. Rosa, D. White, S. Feringa, K. Wentzloff, M. Timmins, T. Forgette, B. Balentine, and J. Jessup.

PC Members Absent: J. DeMarsh

Staff Present: S. Winter, Zoning Administrator; J. Iacoangeli, Township Planner; J. Jocks, Counsel

A. LIMIETED PUBLIC COMMENT: Start Time; 7:02pm

Andy Andres, 1107 Barlow St. Want to find out more about M-72 and PUD ordinance. Andres Trust has 40 acres.

B. Kelley, Ridgecrest Road. Spoke to the Gokey Apartment agenda item. He is concerned with proximity to creek and 50 foot buffer designation. He did not find stormwater detail sheets or the runoff volume calculations and they are an important component of the process and the planning commission meeting packet for public to review at the meeting. Liked use of basins under parking lot but did not see a survey on soil types and specifically problem types. Thought perk tests should be required. He is concerned about lack of detail of existing vegetation and saving of it to act as a natural buffer. Due to sensitivity of site, an environmental assessment should be required before project approval.

Closed at 7:06pm

B. APPROVAL OF AGENDA:

Motion by Timmins to approve the agenda with the change of moving the order of items I and H with New Business being first on the agenda. Support by Forgette. Motion carried unanimously.

C. INQUIRY AS TO CONFLICTS OF INTEREST: None noted.

D. CONSENT CALENDAR:

S. Winter asked to remove Planning Commission Minutes from 11/09/15.

Motion made by Timmins to approve consent calendar with removal of Planning Commission minutes of 11/09/15. Support by Balentine. Motion carried unanimously.

1. RECEIVE AND FILE

a. Approved Minutes of:

- i.** Township Board Minutes 11/10/15
- ii.** Parks and Trails Committee Minutes 11/06/15

2. ACTION:

a. Approve Draft Minutes of:

- i.** ~~Planning Commission Minutes 11/09/15~~

b. Adopt 2016 Meeting Schedules for:

- i.** Planning Commission
- ii.** Zoning Board of Appeals

E. ITEMS REMOVED FROM CONSENT CALENDAR:

1. Planning Commission Minutes 11/09/2015

If you are planning to attend and are physically challenged, requiring any special assistance, please notify Cathy Dye, Clerk, within 24 hours of the meeting at 938-1350.

2. _____

S. Winter suggested a change in the minutes at the end of the public comment (front page) regarding the conversation exchange between he and Mr. Mattson and the Acme Plaza. At the end of the paragraph, Winter would like to add verbiage, Winter recommended that tenants discontinue displaying merchandise until clarification and options can be provided. Mr. Mattson agreed.

Motion made by Timmins to approve the Planning Commission minutes of 11/09/15 with the added language change at the end of public comment, “Winter recommended that tenants discontinue displaying merchandise until clarification and options can be provided. Mr. Mattson agreed”; support by White. Motion carried unanimously.

F. CORRESPONDENCE:

- 1. *Planning and Zoning News*, Vol. 34 No. 1, November 2015

G. PUBLIC HEARINGS: none

H. NEW BUSINESS:

- 1. PUD/SUP 2015-04 Minor Amendment with Site Plan Review – LochenHeath Golf Cottage

S. Winter provided a summary of the review for the above site plan.

- The Applicant wishes to convert an existing two-story single family structure into a golf course cottage for members and their guests. The building was formerly used as an administrative/sales office
- The attached site plan review details the minimal structural changes needed to convert the building into a six bedroom, six and a half bathroom cottage. The maximum number of guests that could be accommodated is 14, but a more typical number is eight, primarily on the weekends between April and October. Most food preparation and consumption will occur at the golf club’s restaurant.
- Minimal impact is expected from this project. The majority of guests will already be visiting the club to golf, there will be no new entrances (existing entrance off interior road), or signage along US-31.
- The applicant’s proposal provides a use for currently vacant building that fits the nature and character of the existing golf course use. Providing onsite lodging options appears to be a growing trend in the golf industry.

Little land disturbance as there is an existing building and water and sewer present. Planning commission members’ discussion included concern over short-term rentals. Being a commercial use, the issues may not apply to this development. Applicant representative indicated the purpose of the use is for building their memberships. Units will be located about 400 yards from clubhouse. Wentzloff indicated the maximum number accommodated would be 16 based on the number of double beds. S. Winter has spoken to the applicant that some updates to site plan need to be done.

- Motion by Timmins to approve PUD/SUP 2015-04 Minor Amendment with Site Plan Review for the LochenHeath Golf Cottage subject to completion, submission and approval by the Zoning Administrator or Planner of the following:
 - 1. Updated site plan to include:
 - Removal of dumpster
 - The location and species of two trees (canopy or evergreen) and 10 small shrubs along the US-31 right-of-way between the existing beech trees where the driveway is to be removed (§7.5.6(e))
 - Correction of the compass arrow direction
 - Stamped/sealed by engineer
 - Date of final revision
 - 2. The final approved set of site plan drawings to be signed by the Chairperson of the Acme Township Planning Commission and the Applicant, or their designated representative.

Support by Rosa. Motion carried unanimously.

2. 2015-06 Site Plan Review – Gokey Apartments

John Iacoangeli provided summary of proposal and site plan review.

- The Applicant is proposing to build a multifamily housing development at the end of Holt Rd. The development will occur in two phases, with Phase I being reviewed at this time.
- This use is allowed by right in the Mixed Housing Neighborhood (MHN) district.

The property location is bordered by Acme Creek to the north and zoning requirements require a 50' buffer. Site plans indicate very little disturbance to existing vegetation. Development complies with all aspects of code with respect to density. Outstanding issues at time of review have been addressed. Interesting part of the project is the use of low impact design for stormwater which does not direct it towards the creek but rather to underground stormwater system under the parking lots. Design criteria meets all specifications with the exception of a missing infiltration tests that the township engineer has requested to assure stormwater percolates fast enough. The County Soil Erosion-Sedimentation Control Report indicated the soils are of types that allow for excellent drainage and low erosion potential. GT Metro Fire noted that since the development is not served by public water, a 24 hour monitoring system will be required. The applicant indicated that these were to be done.

Discussions occurred to address public comment. Applicant went over project plan and phasing with planning commission. Edge of creek was closely checked and verified for the application. Applicant has done hand borings to confirm soils. An infiltration test is yet to be done per Applicant. Should the infiltration testing are unsatisfactory, applicant will return to review further options. Stormwater designed for back to back 100-year storms. Additional discussions with applicant and commission members included stormwater controls to protect the creek during construction, tenants' change of use of buffer zone to be limited, new parking code requirement, infiltration tests, apartment construction type and materials, and moving of dumpster. Buffer zone of 50' is nearly flat and then a steep slope to creek that is not accessible or walkable. This is the purpose of the second silt fence. Project would not have been able to be done under old code. Natural buffer will remain. Tenants will not be allowed to have pets. Tenants will not be doing their own outdoor maintenance. Applicant is requesting approval for both phases with the second phase to be built in future and subject to review process at that time.

- Motion by Timmins to approve the site plan submitted by Todd Gokey for the construction of 24 townhome apartments to be built in two phases located on 2.17 acres with the following stipulations:
 - 1) The approved site plan consists of Sheets 1 through 5 with a date to be written in the lower right corner under the sheet title (i.e. C1.1) by the Chairperson of the Planning Commission.
 - a) Sheet C0 – General Information Plan
 - b) Sheet C1.1 – Demolition Plan
 - c) Sheet C1.2 – Site and Dimension Plan
 - d) Sheet C1.3 – Utility Plan
 - e) Sheet C1.4 – Grading, Drainage & Soil Erosion Plan
 - 2) The approved site plan package is signed by the Chairperson of the Planning Commission and the Applicant, or their representative.
 - 3) The southern edge of the parking lot will not include a curb and shall be used for snow storage.
 - 4) All recommendations from the Township Engineer regarding stormwater management shall be instituted and comply with Section 6.6.6.5.
 - 5) Parking lot light poles shall not exceed the height of the roof (not the peak or main entrance structure) and shall be in conformance with Section 6.6.6.3.
 - 6) Because the development is residential-only and not a mixed use project the height of first floor does not need to comply with Section 6.6.5.2 – First Floor Ceiling Height.
 - 7) A final landscape plan that complies with Section 7.5.6 Landscaping shall be submitted and approved by Beckett & Raeder prior to issuance of a Land Us Permit.
 - 8) All agency permits must be provided to the Township prior to the issuance of the Land Use Permit.
 - 9) All comments from review agencies are required to be addressed and included in the final plans.

Support by Forgette. Motion carried unanimously.

3. Planning Commission Agenda Format – S. Winter provided a draft sample of agenda format. Primarily to move some of the presenters to more of the front of the meeting and the general housekeeping to the end of meeting. J. Jocks suggest we look at township policies and procedures. Wentzloff suggests removing the consent calendar to expedite, but a motion would be required for each of the Receive and File items and

If you are planning to attend and are physically challenged, requiring any special assistance, please notify Cathy Dye, Clerk, within 24 hours of the meeting at 938-1350.

Action items. Wentzloff would also like the addition of the 3 minute limit requirement for public comment. Andy Andres look at the TC Commission requirements. Summarize same issue in one comment.

I. OLD BUSINESS:

1. Amendment 036: Medical Marihuana Dispensaries and Cultivation Operations

Legal counsel provided clarification of his disagreement with the County's position on this ordinance. J. Jocks provided explanation and feels we should move ahead with approval of ordinance. He feels the county is misunderstanding the township ordinance. County disagrees with J.Jocks interpretation. Dispensaries are not illegal unless operated illegally. Further discussion occurred with respect to who can go into grow stations to meet law requirements.

Motion by Timmins to recommend approval by the Township Board for the adoption of Amendment 036 – Medical Marihuana Dispensaries and Cultivation Operations in the B-4 Material Processing and Warehousing District

Support by Rosa. Motion carried unanimously.

2. Planned Unit Development (PUD) Ordinance

John Iacoangeli provided a history of the ordinance. Adopted by board previously around 2002 but was rejected by a referendum vote. The ordinance up for review now, is nearly the same one. Suggested changes to the draft ordinance language were included. Per the Planning Commission's request, S. Winter provided a report that was included in the packet that provides examples of developments created using PUD's throughout the area. Also included in the report were a number of illustrative examples from the book "Rural by Design", written by Randall Arendt. Benefits of PUD are:

- PUD's provide developers with more flexibility in the development of their land that may otherwise be prohibited through traditional zoning practices.
- Allows for a mix of uses, densities, parcel sizes, open space preservation, etc. within a single development
- Comprehensive planning of the development at a holistic level provides a better balance of land uses, economic feasibility and environmental protection
- Streamlines the development process by overcoming the need to constantly amend SUP's and/or seek zoning ordinance amendments/variances

A local case of PUD in action is the re-development of the old Norris Elementary site. John Iacoangeli discussed how this could also work within the agriculture community. A discussion occurred with examples of how it might work with recent projects. A PUD cannot be used to circumvent zoning. John Iacoangeli wanted to know whether to keep agriculture zone in or out. Mr. White thought we should keep it in but thought that all PDR already have the restriction. But there are some agriculture properties that are not in the PDRs that they may want to use the option. Any PUD still has to conform to the master plan. PC members thought PUD was good idea as an additional option and provides flexibility. K. Wentzloff wanted to note that Scheffer Farms is not what we are looking for. We want to keep conservation in big chunks as opposed to fragmented. John I. referred to Figure 17-9 of Rural by Design as a better example. John I. likes to refer to these as Planned Development (PD) because we don't have a minimum acreage requirement. S. Winter referenced conversation with developer that a PD requires them to put the best plan forward right up front. It gets recorded in the land record. K. Wentloff would like for the proposed ordinance be reviewed to make sure we note all of things the township emphasizes in site reviews such as stormwater, native plantings, etc.

Motion by White to set a public hearing for the Planned Unit Development (PUD) draft amendment to the Acme Township Zoning Ordinance at the January 11, 2016 Planning Commission Meeting. Support by Feringa. Motion carried unanimously.

3. Tent Sale Ordinance – S Winter provided a synopsis with things to consider Not a lot of consistency with respect to these requests and should there even be a standard. Winter wanted to know if this was to be a police power ordinance or zoning ordinance.

Jocks indicated that we have to look at each property restrictions; don't want to do parking lot tents as a zoning ordinance. Better suited to be treated as a special event. John I. suggested talking to building code people as there are some safety issues and concerns related to public tents. J. Jocks suggested go to township board and approach them about special events ordinance.

S. Winter asked about food trucks as a police power ordinance. John I recommended making it a police power ordinance so that they have to pull permit so that it makes it an administrative function only; no PC ordinance.

J. PUBLIC COMMENT & OTHER PC BUSINESS

9:05pm Public comment - closed at 9:05

1. Zoning Administrator update on projects – S. Winter provided a summary report.
 - Land Use Permits – 2 issued since the November 9th PC Meeting
 - New Home – 1
 - Accessory/Addition – 1
 - Sign Permits – 2
 - Next Month:
 - Bravo Zulu SUP Major Amendment (potentially)
 - Addition of a restaurant, changing use to a brew pub
 - Will require a public hearing
2. Planning Consultant
3. PC Education, etc.: New township meeting schedules released. M. Timmins updated PC on park and trail committee. Park shoreline and trail committee looking to connect the three points. Engineering is getting off the ground. Wentzloff attending Acme to Charlevoix trail meeting. Feels it is very nicely done and comprehensive. Brief discussion on closing gap in the trail and preliminary engineering needs.

ADJOURN: Motion to adjourn Timmins; support Balentine. Motion carried unanimously.



**ACME TOWNSHIP PLANNING COMMISSION MEETING
ACME TOWNSHIP HALL
6042 Acme Road, Williamsburg MI 49690
December 14, 2015 7:00 p.m.**

CALL TO ORDER WITH PLEDGE OF ALLEGIANCE

ROLL CALL:

A. LIMITED PUBLIC COMMENT:

B. APPROVAL OF AGENDA:

C. INQUIRY AS TO CONFLICTS OF INTEREST:

D. CONSENT CALENDAR:

1. RECEIVE AND FILE

a. Approved Minutes of:

- i.** Township Board Minutes 11/10/15
- ii.** Parks and Trails Committee Minutes 11/06/15

2. ACTION:

a. Approve Draft Minutes of:

- i.** Planning Commission Minutes 11/09/15

b. Adopt 2016 Meeting Schedules for:

- i.** Planning Commission
- ii.** Zoning Board of Appeals

E. ITEMS REMOVED FROM CONSENT CALENDAR:

- 1. _____
- 2. _____

F. CORRESPONDENCE:

- 1. *Planning and Zoning News*, Vol. 34 No. 1, November 2015

G. PUBLIC HEARINGS: none

H. OLD BUSINESS:

- 1. Amendment 036: Medical Marijuana Dispensaries and Cultivation Operations
- 2. Planned Unit Development (PUD) Ordinance
- 3. Tent Sale Ordinance

I. NEW BUSINESS:

- 1. PUD/SUP 2015-04 Minor Amendment with Site Plan Review – LochenHeath Golf Cottage
- 2. 2015-06 Site Plan Review – Gokey Apartments
- 3. Planning Commission Agenda Format

J. PUBLIC COMMENT & OTHER PC BUSINESS

- 1. Zoning Administrator update on projects
- 2. Planning Consultant
- 3. PC Education, etc.:

ADJOURN:



Memo

To: Acme Township Planning Commission
From: Shawn Winter, Zoning Administrator
CC: Jeff Jocks, John Iacoangeli
Date: December 9, 2015
Re: December 14, 2015 Planning Commission Packet Summary

Below is a summary of select items on the Planning Commission agenda. Where applicable, suggested actions have been provided.

I. Consent Calendar

a. 2016 Meeting Schedules

- Please review the proposed dates to see if there are any conflicts
- It has been asked that the ZBA calendar be adopted/approved by the PC since they do not meet regularly.

II. Old Business

a. Amendment 036: Medical Marihuana Dispensaries and Cultivation Operations

- Jeff Jocks will be present to provide legal interpretation of the Michigan Medical Marihuana Act, and how it relates to the proposed Amendment, as well as the County Planning Commission and Staff's review comments.
- Suggested Motion, upon interpretation and clarification by Acme Township Attorney:
 - *Motion to recommend approval by the Township Board for the adoption of Amendment 036 – Medical Marihuana Dispensaries and Cultivation Operations in the B-4 Material Processing and Warehousing District*

b. Planned Unit Development (PUD) Ordinance

- PUD's were reviewed at the previous meeting with no action taken. John Iacoangeli will be available to answer Commissioner's questions. Suggested changes to the draft ordinance language have been included as comments in the attached document.
- Per the Planning Commission's request, a report has been included that provides examples of developments created using PUD's throughout the area. It was eye-opening to see the extent at which PUD's are used in surrounding communities. If you have a chance to visit any of these developments I would encourage you to do so. Also included in the report are a number of illustrative examples from the book "Rural By Design", written by Randall Arendt.
- PUD's provide developers with more flexibility in the development of their land that may otherwise be prohibited through traditional zoning practices.
- Allows for a mix of uses, densities, parcel sizes, open space preservation, etc. within a single development
- Comprehensive planning of the development at a holistic level provides a better balance of land uses, economic feasibility and environmental protection

- Streamlines the development process by overcoming the need to constantly amend SUP's and/or seek zoning ordinance amendments/variances
- Suggested Motion:
 - *Motion to set a public hearing for the Planned Unit Development (PUD) draft amendment to the Acme Township Zoning Ordinance at the January 11, 2016 Planning Commission Meeting.*

c. Tent Sales

- The topic of regulating tent sale events has briefly come before the Planning Commission this fall, but with no action taken or real direction given.
- Request have continued to come in regarding tent sales in the Township
- There's no clarity or consistency in how to deal with tent sales currently.
- Does the Planning Commission want this to be regulated or unregulated use in the Township?

Questions to consider if the desire is to regulate tent sales:

- Zoning Ordinance or Police Power Ordinance (i.e. Special Events)
- Time limits, similar to temporary signs (60 days a year)
- Land Use Permit required for the erection of a tent?
- Limited to certain districts, commercial properties
- Emphasis on location and duration, not content of sale

III. New Business

a. PUD/SUP 2015-04 Minor Amendment with Site Plan Review – LochenHeath Golf Cottage

- The Applicant wishes to convert an existing two-story single family structure into a golf course cottage for members and their guests. The building was formerly used as an administrative/sales office
- The attached site plan review details the minimal structural changes needed to convert the building into a six bedroom, six and a half bathroom cottage. The maximum number of guests that could be accommodated is 14, but a more typical number is eight, primarily on the weekends between April and October. Most food preparation and consumption will occur at the golf club's restaurant.
- Minimal impact is expected from this project. The majority of guests will already be visiting the club to golf, there will be no new entrances (existing entrance off interior road), or signage along US-31.
- The applicant's proposal provides a use for currently vacant building that fits the nature and character of the existing golf course use. Providing onsite lodging options appears to be a growing trend in the golf industry.
- Suggested Motion:
 - *Motion to approve PUD/SUP 2015-04 Minor Amendment with Site Plan Review for the LochenHeath Golf Cottage subject to completion, submission and approval by the Zoning Administrator or Planner of the following:*
 1. *Updated site plan to include:*
 - *Removal of dumpster*
 - *The location and species of two trees (canopy or evergreen) and 10 small shrubs along the US-31 right-of-way between the existing beech trees where the driveway is to be removed (§7.5.6(e))*
 - *Correction of the compass arrow direction*
 - *Stamped/sealed by engineer*
 - *Date of final revision*
 2. *The final approved set of site plan drawings to be signed by the Chairperson of the Acme Township Planning Commission and the Applicant, or their designated representative.*

b. Site Plan Review 2015-06 – Gokey Apartments

- The Applicant is proposing to build a multifamily housing development at the end of Holt Rd. The development will occur in two phases, with Phase I being reviewed at this time.
- This use is allowed by right in the Mixed Housing Neighborhood (MHN) district.
- Suggested Motion:
 - *Motion to approve the site plan submitted by Todd Gokey for the construction of 24 townhome apartments to be built in two phases located on 2.17 acres with the following stipulations:*
 - 1) *The approved site plan consists of Sheets 1 through 5 with a date to be written in the lower right corner under the sheet title (i.e. C1.1) by the Chairperson of the Planning Commission.*
 - a) *Sheet C0 – General Information Plan*
 - b) *Sheet C1.1 – Demolition Plan*
 - c) *Sheet C1.2 – Site and Dimension Plan*
 - d) *Sheet C1.3 – Utility Plan*
 - e) *Sheet C1.4 – Grading, Drainage & Soil Erosion Plan*
 - 2) *The approved site plan package be signed by the Chairperson of the Planning Commission and the Applicant, or their representative.*
 - 3) *The southern edge of the parking lot will not include a curb and shall be used for snow storage.*
 - 4) *All recommendations from the Township Engineer regarding stormwater management shall be instituted and comply with Section 6.6.6.5.*
 - 5) *Parking lot light poles shall not exceed the height of the roof (not the peak or main entrance structure) and shall be in conformance with Section 6.6.6.3.*
 - 6) *Because the development is residential-only and not a mixed use project the height of first floor does not need to comply with Section 6.6.5.2 – First Floor Ceiling Height.*
 - 7) *A final landscape plan that complies with Section 7.5.6 Landscaping shall be submitted and approved by Beckett & Raeder prior to issuance of a Land Use Permit.*
 - 8) *All agency permits must be provided to the Township prior to the issuance of the Land Use Permit.*

c. Planning Commission Agenda Format

- Changing the format of the Planning Commission Agenda has been discussed recently.
- The Township Board recently changed their format to better accommodate those presenting reports, consultants, contracted partners, etc.
- The idea is to move items that require applicants or counsel to comment on to the front of the agenda.
- Robert’s Rules of Order have been used as a guide, but never formerly adopted, therefore allowing latitude to make necessary changes.
- A draft version with this meeting’s agenda has been attached. This only one possible option, and certainly up for debate among the Planning Commissioners.

IV. Other PC Business

a. Zoning Administrator Report

- Land Use Permits – 2 issued since the November 9th PC Meeting
 - New Home – 1
 - Accessory/Addition – 1
- Sign Permits – 2
- Next Month:
 - Bravo Zulu SUP Major Amendment (potentially)

- a.** Addition of a restaurant, changing use to a brew pub
- b.** Will require a public hearing



**ACME TOWNSHIP BOARD MEETING
ACME TOWNSHIP HALL
6042 Acme Road, Williamsburg MI 49690
Tuesday, November 10, 2015, 7:00 p.m.**

CALL TO ORDER WITH PLEDGE OF ALLEGIANCE led by Eagle Scout, Sam Rojewski at 7:00 p.m.

Members present: J. Aukerman, C. Dye, A. Jenema, G. LaPointe, P. Scott, D. White, J. Zollinger
Members excused: None
Staff present: N. Edwardson, Recording Secretary

A. LIMITED PUBLIC COMMENT: None

B. APPROVAL OF AGENDA:

Jenema requested that we add to Reports #8 Trails and Park Update.

Motion by White, seconded by Scott to approve the agenda with the addition of Trails and Park update under Reports #8. Motion carried by unanimous vote.

C. APPROVAL OF BOARD MINUTES

1. Draft unapproved minutes 10/06/15

Zollinger stated there was one correction to the minutes on pg 2 under New Business # 1. A motion was made by Jenema and seconded by Scott. Scott's name was not recorded. LaPointe brought up the motion on pg 3 on the Holiday Hills SAD final billing and the use of "with a minimal per parcel" Minutes will be corrected removing the word "minimal" to say "final per parcel".

Motion by Dye, seconded by LaPointe to approve the Board draft minutes of 10/06/15 with the one correction and clarification on a Holiday Hills SAD for the final billing motion at the 10/06/15 meeting Motion carried by unanimous vote.

D. INQUIRY AS TO CONFLICTS OF INTEREST: None

E. REPORTS: Received and File

- 1. TCAPS Update**
- 2. Clerk – Health Insurance**
- 3. Parks – Henkel**
- 4. Legal Counsel – J. Jocks**
- 5. Sherriff**
- 6. County**
- 7. GTCRC**
- 8. Trails and Parks Update**

Jenema passed around a DRAFT plan for North Bayside Park that Winter worked up a conceptual drawing with (free) software that was available to him. Discussion followed.

Motion by Scott, seconded by Aukerman to approve spending \$2,500.00 from the 208 fund for a grant writer for engineering, development for Bayside park. Motion carried by unanimous roll call vote.

F. SPECIAL PRESENTATIONS/DISCUSSIONS: Eagle Scout Project/Sam Rojewski

S. Winter, Zoning Administrator, introduced, Sam Rojewski, a junior at Traverse City Central, a Boy Scout working on his Eagle Scout rank. Winter stated that the process calls for creating and directing a service project. Rojewski reached out to Winter, collaborating with the Conservancy a project dealing with

autumn olive in the Yuba Natural area was created. Rojewski has an area roughly 500' x 500" by the north side parking lot that he will work eradicating autumn olive.

Motion by LaPointe, seconded by Scott, to approve up to \$300.00 for purchasing supplies for eradicating Autumn Olive for the project. Motion carried by unanimous roll call vote.

G. CONSENT CALENDAR: The purpose is to expedite business by grouping non-controversial items together one Board motion (roll call vote) without discussion. A request to remove any item for discussion later in the agenda from any member of the Board, staff or public shall be granted.

1. RECEIVE AND FILE:

- a. Treasurer's Report
- b. Clerk's Revenue/Expenditure Report and Balance Sheet
- c. North Flight report
- d. Draft Unapproved Meeting Minutes:
 - 1. Planning Commission 10/12/15

2. APPROVAL:

- a. Accounts Payable Prepaid of \$3,224.93 and Current to be approved of \$90,116.17 (Recommend approval: Cathy Dye, Clerk)

Motion by Jenema, seconded by Dye to approve the consent calendar with the removal of the Treasurer's Report 1 a. and 2 a. Current Bills to be paid. Motion carried by unanimous roll call vote.

H. ITEMS REMOVED FROM THE CONSENT CALENDAR:

LaPointe asked Jenema about the "208", "401" and the Shoreline funds. Jenema explained the two new Funds. Discussion followed.

Motion by LaPointe, seconded by White to approve the Treasurer's report as presented. Motion carried by unanimous roll call vote.

LaPointe had a question on page 8 of the current bills for Peninsula Construction & Design. Dye explained it was a reimbursement for a Trust and Agency account.

Motion by LaPointe, seconded by Jenema to approve the Current Bills as presented. Motion carried by unanimous roll call vote.

I. CORRESPONDENCE: None

J. PUBLIC HEARING: None

K. NEW BUSINESS:

- 1. Resolution for MDOT Annual Permit for Operations within State Trunkline Right-of-Way

Motion by Jenema, seconded by White to approve Resolution R-2015-42 for the annual permit for Operations within State Trunkline Right-of-Way. Motion carried by unanimous vote.

- 2. Resolution for Budget amendments Parks maintenance due to storm damage cost

Motion by Scott, seconded by LaPointe to approve Resolution R-2015-43 allowing fund moves due to maintenance expenses from August storm damage. Motion carried by a roll call vote of 6 in favor (Aukerman, Dye, Jenema, Scott, LaPointe, White) and 1 opposing (Zollinger)

Zollinger informed the Board that we have received two bids for rebuilding Shelter 2 and roof repair on Shelter 3. We are expecting one more bid. Discussion followed.

Motion by LaPointe, seconded by Scott to authorize Zollinger to accept the lowest bid on rebuilding structures at Sayler Park. Motion carried by unanimous roll call vote.

3. Farmland presentation/status - McDonough

McDonough reviewed three grants that have been submitted in the last 45 days on behalf of Acme Township.

L. OLD BUSINESS:

1. Sayler Park Boat Launch

Aukerman financial status: Reviewed fund raising update for Sayler Park Boat Launch

Zollinger project status: Zollinger referred to the "GANTT chart" attached to the report which shows where we are on the timeline. Klaus will continue to keep the Board informed.

2. Springbrook SAD update status

A copy of the letter sent to Springbrook SAD residents was included in the Board packet. 64 surveys were mailed out with 48 responses received back. 58% yes and 42% no. If a minimum of 60% of the property owners within the proposed SAD approve the creation of the SAD or 75% of those responding to the survey approve the creation of the SAD the project is forwarded to the Township Board for review, acceptance and the creation of the required Resolutions. Based on the above statement and the results received Acme Township will not be continuing this effort.

PUBLIC COMMENT & OTHER BUSINESS THAT MAY COME BEFORE THE BOARD: None

ADJOURN AT 9:10 am

Acme Township Meeting Minutes
Subject: Long-term Parks Goals and N. Bayside Park Improvement Plan
ACME TOWNSHIP HALL
6042 Acme Road; Williamsburg, MI 49690
Friday, November 6, 2015; 9:00am – 11:00am

Meeting began at 9:05am.

In Attendance

Members of “Committee” appointed by Acme Board at its June 11, 2015, Special Board Meeting “Work Session on Parks” to look at long-term goals for the Parks:

Representing the Board: Gordie LaPointe (not present); Conservancy: Matt McDonough; Parks Advisory: Marcie Timmins; Parks & Building Maintenance: Tom Henkel.

Members of “Committee” appointed by Acme Board at its October 6, 2015, Regular Board Meeting to move forward to connect Tart Trails as presented by Julie Clark (TART) at that meeting:

Jim Heffner (not present); Amy Jenema; Marcie Timmins; Karly Wentzloff; Shawn Winter. Julie Clark, TART, was also present.

Invited by Marcie Timmins to facilitate meeting and take minutes: Jean Aukerman

Desired Outcomes

1. Determine long-term goals for Acme’s Parks based on June 11 Board vote and tied to Acme’s approved “Parks Master Plan for 2014 – 2019.”
2. Agree on actionable Preliminary Plan for North Bayside Park improvements.
3. Determine actions, deadlines, and ownership for all next steps.

A. Opening remarks and process

Jean explained Desired Outcomes. She also strongly recommended that Acme’s Objectives (projects) should be owned and driven by a leader from Acme rather than delegating that responsibility to someone from the Conservancy or TART. Matt McDonough (GTRLC) and Julie Clark (TART) concurred. Some discussion followed. Later in meeting, Jean introduced the “Issue Bin” concept where Committee Members can list any barriers to achieving Objectives that arise during the meeting – for resolving in future.

No public comment. No members of the Public were in attendance.

B. Per Master Plan, discussion of long-term goals in three categories

Sample Goals and Objectives tied to the Parks Master Plan were distributed by Jean to start discussion. Discussion and prioritization occurred. The joint Committee agreed to the following long-term Goals and prioritized Objectives to bring back to the Board:

Goals based on Acme’s 5-year “Parks Master Plan 2014 – 2019”

1. ACCESS TO BAY: Provide access to Grand Traverse Bay for all ages, all abilities.
2. ATTRACTIVE PARKS: Ensure parks are attractive, recreation opportunities are provided, water quality is protected.
3. TRAIL CONNECTIVITY: Connect park assets, shops, restaurants, and attractions through non-motorized transportation routes.

Proposed Objectives, Priority, Acme Owner, Action/Deadlines – for Board approval

1. ACCESS TO BAY

▶ **Priority 1**

By September 1, 2016, an improved, ADA-compliant Boating Access Site is opened at Sayler Park.
Acme Owners: Jean Aukerman/Fund Raising; Jay Zollinger/Project Oversight
Action/Deadline: Funds still needed. Aukerman/Zollinger to present status at Nov 10 Board Meeting.

▶ **Priority 2**

By July 1, 2016, Mobbi Mats are in safe operation at North Bayside for access by beach-goers in wheelchairs.
Acme Owner: Marcie Timmins
Action/Deadline: Marcie to speak with experts, determine options/costs by Dec 15.

▶ **Priority 3**

By August 1, 2017, an ADA-compliant canoe/kayak launch is in full operation at Bunker Hill site.
Acme Owner: OPEN

▶ **Priority 4**

By June, 2016, a blueway route/"Water Trail" with specific Shore Access Zones is in operation in Acme Township.
Acme Owner: Amy Jenema
Action/Deadline: Amy to check status with Harry Burkholder by December 1.

2. ATTRACTIVE PARKS

▶ **Priority 1**

By August 1, 2016, at least 3 conspicuous and/or functional park projects are installed at North Bayside Park totaling <\$400k.
Acme Owners: Shawn Winter, Amy Jenema
Action/Deadline: Matt McDonough to call CZM Grant contact and ask: 1) if MDNR Trust Fund money can be used as match with CZM award; 2) what is/isn't eligible in terms of construction and activities. Matt to then update Shawn, Amy, Karly. Determine what specific CZM grant request and focus should be. Amy to present/gain approval for grant writer at Nov 10 Board mtg. Amount/focus for CZM grant to be presented to Board for approval at its December Board meeting. CZM grant deadline is December 18.

▶ **Priority 2 (Committee agreed this priority is critical in order to support/deliver Priority 1.)**

By September 1, 2016, a \$20k reserve for waterfront parks maintenance is in place with priorities set and managed.
Acme Owners: Amy Jenema, Jean Aukerman
Action/Deadline: Jean and Amy to confirm language (ex: "reserve" not accurate) by December 15.

▶ **Priority 3**

By September 1, 2016, a tight work plan and schedule are in place to manage Autumn Olive at Yuba Natural Area.
Acme Owner: Shawn Winter
Action/Deadline: Shawn to contact Angie Lucas, Americorps, others for information.

▶ **Priority 4**

By August 1, 2017, at least 1 conspicuous and/or functional improvement is installed at South Bayside Park totaling <\$150k.
Acme Owner: OPEN

3. TRAIL CONNECTIVITY

▶ **Priority 1 – Tied**

By June 1, 2016, minimum 10-ft wide trail is in operation from M72 to North Bayside Park, through Park and property immediately south and also through South Bayside Park.

Owner: OPEN

▶ **Priority 1 – Tied**

By September 1, 2017, new TART trail is in operation from Bunker Hill parking area north to M72.

Acme Owner: OPEN

▶ **Priority 3**

By November 1, 2016, TART trail connects M72 to Lautner trailhead via route through GTTC (Town Center).

Acme Owner: OPEN

▶ **Priority 4**

By September 1, 2017, minimum 6-ft wide bike lanes are installed on Bunker Hill east to Launter and south connecting to South Bayside Park.

OPEN

▶ **Priority 5**

By September 1, 2017, a fully-negotiated Trail Plan is ready-to-implement from North Bayside to Acme Township's north border.

Acme Owner: OPEN

C. Discuss components of Preliminary Plan; gain agreement

1. Re-visiting expectations of MDNR Trust Fund, Donors. Matt McDonough reiterated that the Trust Fund expects acquired North Bayside parkland to be used for public recreation including amenities that facilitate public access. Donors and community members want to see something happening with the land. Committee discussed importance of: improved parking; trail connectivity within Park and north, east, and south of Park; need for Mobbi Mat(s) for safe water access for people using wheel chairs; irrigated open space; shelter area(s); using current rest room facilities – which still function well, rather than tearing down and building new.

2. Review of a potential plan that answers expectations. Shawn Winter showed a DRAFT Plan for North Bayside Park that he worked up using (free) software that was available to him. Discussion followed. All were pleased with Shawn's efforts to take the discussion from an earlier Parks Team meeting on August 11 and translate that discussion into a DRAFT Plan for review. Shawn explained that the software he used has some limitations that we should know about (ex: only does right angles – no curves when showing sidewalks and trails). Shawn's DRAFT Plan served as an excellent first tool to visualize the possible use of space at North Bayside Park.

Comments/discussion points included:

Regarding fund raising for Park improvements

- Figure out “Phasing” for improvements as it applies to fund raising (CZM and DNR Trust Fund Grants, etc.).
- Always be aware of which grants require “matching” dollars and how that can be achieved.
- Acme has skin-in-the-game (dollars) – great – but let's be sure to identify and track in-kind donations, where allowed, to further build Acme's “matching dollars” total.
- Conservancy interested in helping with fund raising.

- TART interested in helping with fund raising.

Regarding Park's design and amenities

- Consider irrigation within entire North Bayside Park – not just for the green space; get cost estimate.
- At beach area, consider seat walls instead of rip rap (ex: Clinch Park). Seat walls do same job as rip rap while using space better and being easier to maintain.
- Perhaps move playground under the trees next to the beach to provide a shaded area.
- Gardens and native species good place for signage/interpretation while also helping manage water issues.
- Add curves to trails/sidewalks etc.
- Consider having trail make a loop within North Bayside Park.
- Consider widening main trail to 12 feet due to likelihood/potential of heavy traffic (pedestrians, strollers, bikes, people pulling beach gear, etc.).
- Consult with/gain input from Disability Network on their recommendations.

Regarding Park's connectivity

- Connect trail all the way to M72/US 31 intersection; show it on the Plan.
- Need to consider safe connections to the other side of US31 so businesses can support “connections.”
- Show connection to Resort property on the Plan.

D. Review next steps, actions, deadlines, ownership RE North Bayside Park Improvements

See complete list of Actions/Deadlines under B.

Specific to North Bayside Park and CZM grant (repeated from B):

Action/Deadline: Matt McDonough to call CZM Grant contact and ask: 1) if MDNR Trust Fund money can be used as match with CZM award; 2) what is/isn't eligible in terms of construction and activities. Matt to then update Shawn, Amy, Karly. Determine what specific CZM grant request and focus should be. Amy to present/gain approval for grant writer at Nov 10 Board mtg. Amount/focus for CZM grant to be presented to Board for approval at its December Board meeting. CZM grant deadline is December 18.

Issue Bin

- ▶ Are our Parks officially named – North Bayside Park and South Bayside Park? When can we officially name parks and have proper signage?
- ▶ RE “easements,” how are we managing these? Have we verified location and existence?
- ▶ Private business employees parking on public property (ex: Vet Clinic) – don't allow this.
- ▶ Need a Grant Strategy for North Bayside Park fund raising.
- ▶ What is status of Acme's Parks & Recreation Advisory committee?

Meeting was adjourned at 11:08am.

Respectfully submitted,

Jean Aukerman



**ACME TOWNSHIP PLANNING COMMISSION MEETING
ACME TOWNSHIP HALL
6042 Acme Road, Williamsburg MI 49690
November 9, 2015 7:00 p.m.**

CALL TO ORDER WITH PLEDGE OF ALLEGIANCE at 7:01pm

ROLL CALL:

PC Members Present: D. Rosa, D. White, S. Feringa, K. Wentzloff, M. Timmins, T. Forgette, B. Ballentine, and J. DeMarsh

Members Excused: J. Jessup

Staff Present: S. Winter, Zoning Administrator

A. LIMITED PUBLIC COMMENT: Opened at 7:03pm

Murray Mattson, 9869 Kay Ray Road, Owner of Acme Plaza. Asked commission members for clarification on the signs posted along the building and the use of merchandise. Does not feel the use of merchandise placed in front of storefront constitutes a sign. What he would like to see is for tenants to get a temporary permit for signage along roadway itself but be allowed to put a few things in front like a window sign without a permit.

Mark Johnson, 5555 Arnold Road. Introduced himself to PC members as one of the three principal owners of MI Local Hops.

Public Comment closed 7:07pm

Mr. Winter thanked Mr. Mattson for his assistance as there have been issues with Plaza tenants regarding signage. He read into the record the sign ordinance. By definition, the displaying of merchandise for advertising purposes constitutes a sign. Discussion occurred with respect to difference between this and signage as written as part of a SUP (such as Tractor Supply). In the case of the Plaza SUP, a sign variance was specifically not allowed. Attorney review was recommended.

B. APPROVAL OF AGENDA: Motion to approve agenda made by Timmins, support by Ballentine. Motion passed unanimously.

C. INQUIRY AS TO CONFLICTS OF INTEREST: None

D. CONSENT CALENDAR:

1. RECEIVE AND FILE

- a. Draft Unapproved Minutes of:**
 - i. Township Board Minutes 10/06/15**

2. ACTION:

- a. Approve Draft Minutes of:**
 - i. ~~Planning Commission Minutes 10/12/15~~**

E. ITEMS REMOVED FROM CONSENT CALENDAR:

- 1. _____**
- 2. Planning Commission Minutes 10/12/15**

Rosa asked to remove the Planning Commission minutes of 10/12/15. Motion by Timmins to approve the consent calendar as presented for #1 only, support by White. Motion passed unanimously.

PC Chair Wentzloff read into record an email received from B. Kelley, Ridgecrest Road, requesting suggested corrections to the Planning Commission minutes from 10/12/15. Discussion occurred among members regarding Public Meeting Minutes protocol and requirements. Discussion occurred and chair emphasized that it is not the role of the secretary to quote or provide meeting play by play but to summarize what happens during the meeting. The request for changes acknowledged but not incorporated into 10/12/15 minutes. A copy of email is attached to these minutes.

Rosa requested grammatical correction on page 12 for Ken Petterson. Wentzloff also noted a grammatical correction for Jim Heffner.

Motion by Timmins to approve the Planning Commission Meeting Minutes of 10/12/15 with grammatical corrections for names of Petterson and Heffner; support by DeMarsh. Motion passed unanimously.

F. CORRESPONDENCE:

1. Planning and Zoning News – September and October. October issue has Traverse City as one of the target market analysis cases.

G. PUBLIC HEARINGS: None

H. NEW BUSINESS:

1. SUP Minor Amendment/Site Plan Review 2015-03: Ken Flannery, 6671 E M-72

Mr. Winter summarized the application for all those present and Mr. Flannery answered PC member questions. SUP 95-06P approved the construction and use of two storage unit buildings. Approximately 2/3 of West Bldg. was constructed and eventually sold to the Applicant. Property is currently used for light machine shop which is allowed by right in the district. Applicant wishes to apply for an SUP Minor Amendment to build the rest of the West Bldg. (**Phase I**), along with necessary pavement additions, dumpster screening, landscaping, storm water improvements, and entrance improvements along the access easement. Applicant intends to apply for an SUP Minor Amendment for **Phase II** in the future to build the East Bldg. after resolving a fire hydrant placement issue, per Grand Traverse County Metro Fire. Soil erosion and Sedimentation Control permits have been submitted. Planning commission along with applicant discussed requirements for off-street loading and unloading for Phase I. Planning commission members determined the requirement to be satisfied.

Motion by Ballentine to approve the SUP Minor Amendment 2015-03 with Site Plan Review subject to completion, submission and approval by the Zoning Administrator/Planner of the following:

- 1) The final approved set of site plan drawings to be signed by the Chairperson of the Acme Township Planning Commission and the Applicant or their designated representative

Support by Timmins. Motion passed unanimously.

2. SUP Minor Amendment 2015-05: Flintfields, 6535 Bates Rd

Mr. Winter summarized the application for all those present. Applicant wishes to extend the duration of the equestrian competition from four weeks to eight weeks. The site has been selected to host an international equestrian event sanctioned by the United States Equestrian Federation (USEF) and the Fédération Equestre Internationale (FEI). The extended event will occur approximately one week after the end of the current event, with most of the participants staying for the entire eight weeks. This will be an annual, reoccurring event. Staff review of this request has been found to have minimal negative impact while providing a beneficial economic impact to the community. PC members discussed.

Motion by Ballentine to approve SUP Minor Amendment 2015-05 to allow for the extension of the annual equestrian event at Flintfields Horse Park from four weeks to eight weeks. Support by DeMarsh. Motion passed unanimously.

3. Planned Unit Development (PUD) Ordinance

Mr. Winter presented the PC members with information pertaining to Planned Unit Developments (PUD) and provided additional reading material for review. Benefits of a PUD ordinance can include:

- 1) PUD's provide developers with more flexibility in the development of their land that may otherwise be prohibited through traditional zoning practices;
- 2) Allows for a mix of uses, densities, parcel sizes, open space preservation, etc. within a single development;
- 3) Comprehensive planning of the development at a holistic level provides a better balance of land uses, economic feasibility and environmental protection;
- 4) Streamlines the development process by overcoming the need to constantly amend SUP's and/or seek zoning ordinance amendments/variances.

Mr. Winter explained that the current ordinance presenting challenges and a PUD ordinance would be beneficial for a several current developments such as MI Local Hops, Flintfields and LochenVest. A PUD would avoid cookie cutter zoning while allowing the township to preserve valuable spaces by shifting densities. PC member DeMarsh commented that PUD's are not uncommon and present progressive thinking that provides latitude for unique pieces the township is trying to protect such as wetlands and open spaces. Mr. White thought the township discussed adoption something like this before and thought it was approved. Mr. Winter indicated that it was not approved and Chair Wentzloff thought the non-approval had something to do with the agriculture district and it may have been contentious. Changing the software component to digital format and incorporated changes when they occur and recorded. Called a consolidated master deed. Wentzloff concerned with areas where the use of a PUD may have a negative impact. PC members decided to continue this discussion at next month's meeting.

I. OLD BUSINESS:

1. Amendment 036: Medical Marihuana Dispensaries & Cultivation Operations – Shawn Winter

Township received comments from the Grand Traverse Planning. Discussions occurred regarding County comments. Gray areas are still gray. Moving forward with amendment to properly zone seems best action to protect the township. Further actions on this amendment were tabled for next month since there are some unanswered questions that need to be addressed by the township attorney.

2. Zoning Ordinance Rewrite Update - Shawn Winter, John Iacoangeli

Mr. Winter provided an update on the Zoning Ordinance re-write in John's absence and provided a proposed schedule from the township planner. Key components of the update process:

- Streamlining the SUP and Site Plan Review Process
- Identifying quantifiable thresholds that would allow more reviews to be done administratively. Possibilities include additional trip generation and increases in storm water run-off
- Continue to recodify the existing Zoning Ordinance, approximately 50% completed
- M-72 Overlay District conflicting with the US-31/M-72 Business District. Staff trying to determine the intent of the overlay, as well as its usefulness moving forward.
- Complete recodifying Zoning Ordinance
- Review sections as a Commission during the upcoming meetings

J. PUBLIC COMMENT & OTHER PC BUSINESS

Public Comment period opened at 8:07pm

Murray Mattson, 9869 Kay Ray Road. Commented on upcoming considerations for zoning. Specifically for common areas within housing developments and the challenges that occur between public and private use.

Jim Heffner, 4050 Bayberry Lane. Encourages all to take a walk along the Grand Traverse Town Center (GTTC) storm water systems. There are woodchip pathways around the system, interpretive signs explaining what you are seeing with respect to native plants/species. Vegetative growth appears established and overall the swale system very impressive

Sally Erickson, 2228 Cranberry Court, Traverse City. Commented to PC that has done lots of PUD's as a developer and feels it puts more tools in the planning commission toolbox and provides more input for the township on developments. Port of Old Mission is an example. Forces developers to think big picture.

Public Comment closed at 8:12pm.

1. Zoning Administrator update on projects

Land Use Permits – eleven (11) issued since the October 12th PC Meeting

1. New Home – 4
2. Accessory/Addition – 4
3. Commercial – 3

Bayside Park Volunteer Clean-Up Day was a success. 40 – 50 people participated, removing about 5 trailer loads of debris. A lot of support was shown by residents and businesses.

Dan Rosa, Steve Feringa, John Iacoangeli and Shawn Winter attended the Master Planning for Resilient Waterfront Communities on October 29th. A lot of information was presented regarding shorelines, watersheds and legal issues. Overviewed successful, precedent plans from throughout the state. Allowed them to compare Acme with others and Feringa felt as a Township we were on the correct tract.

Next Month:

1. Set 2016 meeting dates
2. LochenVest Bed and Breakfast SUP review
2. Planning Consultant
3. PC Education, etc.:

Wentzloff shared that Shawn has been working on drawings for Bayside Park and working group formed with Acme planning commission, board members and others in community and T.A.R.T. Group is working to close the Acme gap from Bunker Hill trailhead to either the Charlevoix trail and they also identified two other connections to GTTC/M72 Business District and Lautner trail head. Putting lines on maps. Township Board has put together a committee on parks; Shawn has worked on north base plan to set goals. Work needs to be done to figure out funding, grants, etc. Starting to figure out what we are going to do. Excited about moving forward on this.

Shawn Winter presented the recently accepted special recognition Award for the Acme Township Master Plan presented by Grand Traverse County Chapter of the MTA and the Grand Traverse County Planning Commission.

ADJOURN: Timmins motion to adjourn, support by Ballentime. Motion passed unanimously. Meeting adjourned at 8:17pm

Shawn Winter

From: Brian Kelley <acmetwp@gmail.com>
Sent: Wednesday, November 11, 2015 3:19 PM
To: Karly Wentzloff
Cc: Trae Forgette; Shawn Winter
Subject: Re: Correction to meeting minutes

Hi Karly,

Thank you for your reply.

The quotes were for reference and context only, not necessarily to go verbatim into the minutes. The public was told that the water could not freeze, and that statement should be in the minutes - whether or not as a direct quote. JohnI stated an inspection would occur prior to the end of the growing season, and that milestone also warranted inclusion in the minutes.

On the latter point, I believe the growing season ended some weeks ago, and Cardno should have already been out there. How can they evaluate vegetation after numerous freezes?

Brian

On 11/10/15, Karly Wentzloff <karly.wentzloff@gmail.com> wrote:

> The item was removed from the consent calendar. I read your email. No
> changes were made regarding this, but your note will be attached to
> this month's minutes. I would like to again stress that the minutes
> are not to make verbatim statements, but record discussion topics and
> motions during the meeting. Thank you.

>

> Karly

>

>

>

>

>

> On Mon, Nov 9, 2015 at 6:04 PM, Brian Kelley <acmetwp@gmail.com> wrote:

>

>> Hi Trae,

>>

>> I am not certain that I will make the early part of the meeting
>> tonight. Please consider the following two suggested corrections to
>> the 2015-10-12 PC minutes:

>>

>> A key part of Mr. Reilly's response to the concerns regarding basin
>> inlet freezing was his quote that "The reality is moving water
>> doesn't freeze."

>>

>> I did not see that quote in the draft minutes. Please include the
>> quote as part of Mr. Reilly's response in the final minutes.

>>
>> Second, in the final public comment I asked if John Iacoangeli could
>> have Cardno return to the site and give a review, since they had not
>> visited since late July. Mr. Iacoangeli ultimately stated that
>> "We'll have cardno out by the end of the growing season."
>>
>> Could you please also include that in the final minutes?
>>
>> (CC'ing Karly and Shawn in case Trae does not receive this email)
>>
>>
>> Thank you,
>>
>> Brian
>>
>



Memo

To: Acme Township Planning Commission
From: Shawn Winter, Zoning Administrator
CC: John Iacoangeli, Jeff Jocks
Date: December 9, 2015
Re: 2016 Meeting Dates

Below are the proposed dates for the 2016 Planning Commission and Zoning Board of Appeals meetings. The Planning Commission dates follow the same schedule of the 2nd Monday of the month. The Zoning Board of Appeals Chair requested following their same schedule of the 2nd Thursday of the month, with the understanding that flexibility will be available since the demand for ZBA meetings is low. The Chair has agreed to have the Planning Commission approve/adopt their schedule, if allowed, since they do not meet regularly.

Proposed 2016 Meeting Dates	
Planning Commission	Zoning Board of Appeals
January 11	January 14
February 8	February 11
March 14	March 14
April 11	April 14
May 9	May 12
June 13	June 9
July 11	July 14
August 8	August 11
September 12	September 8
October 10	October 13
November 14	November 10
December 12	December 8

enc: ZBA Chair correspondence, reference calendar

2016

January

S	M	T	W	T	F	S
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31						

February

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28	29					

March

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27	28	29	30	31		

April

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24	25	26	27	28	29	30

May

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June

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July

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31						

August

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September

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October

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November

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December

S	M	T	W	T	F	S
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18	19	20	21	22	23	24
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Proposed Planning Commission meeting dates

Proposed Zoning Board of Appeals meeting dates

Adopted Township Board meeting dates

Shawn Winter

From: Shawn Winter
Sent: Friday, November 20, 2015 9:52 AM
To: 'Joe Kuncaitis'
Subject: RE: 2016 Meeting Schedule

Sounds good Joe. The idea of having the PC approve it so you all wouldn't have to meet was thrown out there by Jay. We'll get it taken care of for you!

Have a great weekend,

Shawn Winter

Zoning Administrator

Acme Township

6042 Acme Rd | Williamsburg, MI | 49690

Phone: (231) 938-1350 Fax: (231) 938-1510

swinter@acmetownship.org

From: Joe Kuncaitis [mailto:jkuncaitis@aol.com]
Sent: Friday, November 20, 2015 9:50 AM
To: Shawn Winter <swinter@acmetownship.org>
Cc: Jay Zollinger <JZollinger@acmetownship.org>
Subject: Re: 2016 Meeting Schedule

Shawn, I was not aware that the P.C. Had to approve the meeting schedule of the ZBA. Leave it as the 2nd Thursday of the month with you retaining some flexibility as to adjusting as may be needed and enough of the ZBA members able to attend. That schedule has worked for many years. Thanks for your follow up. Joe Kuncaitis

Sent from my iPhone

On Nov 20, 2015, at 9:03 AM, Shawn Winter <swinter@acmetownship.org> wrote:

Good morning Joe,

Typically in December the Boards/Commissions set their meeting dates for the coming year. Since you all don't actually meet regularly it would seem unnecessary to hold a meeting just to set the dates. How would you like to address this? Make it official in some way that says the meetings are by request/need? Or we could set the dates the same time as usual (2nd Thursday) and have the Planning Commission approve it? Just let me know what works best for you all.

Thanks,

Shawn Winter

Zoning Administrator

Acme Township

6042 Acme Rd | Williamsburg, MI | 49690

Phone: (231) 938-1350 Fax: (231) 938-1510

swinter@acmetownship.org

**GRAND TRAVERSE COUNTY PLANNING COMMISSION
MASTER PLAN/ZONING REVIEW**

Pursuant to Section 307 of Public Act 110 of 2006, a township shall submit for review and recommendation the proposed zoning ordinance or zoning ordinance amendment to the county. The county will have waived its right for review and recommendation of an ordinance if the recommendation of the county planning commission has not been received by the township within 30 days from the date the proposed ordinance is received by the county.

TOWNSHIP: Acme Township
AMENDMENT #: 036
DATE RECEIVED: October 13, 2015
PUBLIC HEARING: October 12, 2015
PRELIMINARY REVIEW:

MASTER PLAN:
ZONING ORDINANCE:
TEXT: **MAP:**
MAP ATTACHED:
PUBLIC HEARING MINUTES: (to follow)

CHANGE:

- Allows for medical marihuana dispensaries and cultivation operations in the B-4 Material Processing and Warehousing District through a Special Use Permit.
- Reduces the buffer between dispensaries and/or cultivation operations from 1000 to 500 feet.
- Reduces hours of operation from 7:00 am – 10:00 pm to 8:00 am – 8:00 pm.
- Adds public and private youth recreation facilities to 1000 foot buffered uses.
- Adds “medical marihuana cultivation operation” as a new definition.
- Makes minor text adjustments.

TOWNSHIP PLANNING COMMISSION RECOMMENDED TO TOWNSHIP BOARD:

Approval. From the Township, “Due to newly acquired park properties that require a 1000 foot buffer, there is no place in the Township where a medical marihuana dispensary can exist. Furthermore, medical marihuana cultivation was a prohibited use. In order to prevent exclusionary zoning, the Planning Commission has been exploring medical marihuana dispensaries and cultivation operations, as allowed under the Michigan Medical Marihuana Act (MMMA), in the B-4 Material Processing and Warehousing District.”

COUNTY PLANNING STAFF COMMENTS:

It is our understanding that the MMMA does not provide for dispensaries and that the 2013 Michigan Supreme Court ruling that dispensaries are illegal and may be closed down by county prosecutors as a public nuisance (refer to the August, 2015 edition of Planning & Zoning News). Nonetheless, many communities across Michigan continue to zone and allow for dispensaries. The State House recently passed legislation to establish the licensing of dispensaries. The legislation will go now to the State Senate. In Grand Traverse County, communities have taken various routes in addressing the MMMA. Some have been permissive while others have been more restrictive. At this time, given the amount of gray area of interpretation of the MMMA and its relationship with local zoning, staff recommends that the County Planning Commission concur with the Township Planning Commission’s proposed action.

COUNTY PLANNING COMMISSION COMMENTS:

After review of the Amendment, the County Planning Commission stated there appears to be some inconsistency between the Michigan Medical Marihuana Act (MMMA) and the requirement for the special permitting process, and with the internal inconsistencies of the proposed amendment. One possible inconsistency includes permitting owner of the property access with access to the cultivation operation. MMMA restricts access to only the registered qualifying patient or the registered primary caregiver who owns, leases, or rents the property on which the structure is located. Another possible inconsistency is whether special use permit can be required for cultivation operations.

RETURNED TO TOWNSHIP (DATE/RECOMMENDATION): Emailed to Acme Township Clerk, Planning Commission Chair, and Zoning Administrator on October 21, 2015.



Planning and Zoning

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Phone: (231) 938-1350 Fax: (231) 938-1510 Web: www.acmetownship.org

AMENDMENT TO ACME TOWNSHIP ZONING ORDINANCE

AMENDMENT 036 – MEDICAL MARIHUANA DISPENSARIES AND CULTIVATION OPERATIONS

§§ 3.2, 6.11.3, 9.26, 9.27

The Acme Township Planning Commission has reviewed and considered changes to §§ 3.2, 6.11.3, 9.26 and the addition of § 9.27 pursuant to the following:

WHEREAS the Township adopted § 3.2 on November 18, 2008, § 6.11.3 on May 13, 2014, and § 9.26 on August 2, 2011

WHEREAS the implementation of § 9.26 has revealed that certain sections of §§ 3.2, 6.11.3 and 9.26 should be revised to better meet the Township's zoning goals.

WHEREAS activities associated with Medical Marihuana, as allowed under the Michigan Medical Marihuana Act, require amendment in order to meet those goals.

Now therefore, the following changes shall be made to §§ 3.2, 6.11.3, 9.26 and the addition of § 9.27 of the Acme Township Zoning Ordinance:

1. § **3.2 DEFINITIONS** will be amended to include the following:

“Medical Marihuana Cultivation Operation: A use where Medical Marihuana is grown by a Primary Caregiver to be provided to Qualifying Patients under his/her care. The maximum number of plants that shall be allowed on a single parcel used as a Medical Marihuana Cultivation Operation is sixty (60), unless the Primary Caregiver operating the Medical Marihuana Cultivation Operation is also a Qualifying Patient, in which case the maximum number of plants allowed on the parcel shall be seventy two (72).”

2. § **6.11.3 USES AUTHORIZED BY SPECIAL PERMIT** will be amended to add the following uses:

“h. Medical Marihuana Dispensary”

“g. Medical Marihuana Cultivation Operation”

3. § **9.26.2 REQUIRED STANDARDS** will be amended as follows:

§ **9.26.2(a)** will replace the word “marihuana” with “Medical Marihuana” and will read as:

“a. The acquisition, possession, delivery or transfer of **Medical Marihuana** or paraphernalia shall comply at all times with the Medical Marihuana Act and the General Rules of the Michigan Department of Community Health, as amended.”

§ **9.26.2(c)** will be amended to change the hours prohibiting operation from “10:00 pm to 7:00 am” to “8:00

pm to 8:00 am” and will read as:

- “ c. A Medical Marihuana Dispensary shall not operate between the hours of **8:00 p.m.** and **8:00 a.m.**”

§ 9.26.2(d) will be removed in its entirety and all subsequent subsections of § 9.26.2 will be renumbered accordingly:

- ~~d. — No Medical Marihuana Cultivation shall occur on the parcel.~~

§ 9.26.2(e) will add the language “who is under the age of eighteen (18)” and will read as:

- “d. Except for parents or guardians of a Qualifying Patient **who is under the age of eighteen (18)** and the Owner or staff of the facility, persons other than a Qualifying Patient or Primary Caregiver shall not be permitted within the facility when Medical Marihuana is being transferred.”

§ 9.26.2(j) will be amended to change the distance between Medical Marihuana Dispensaries from “1,000” feet to “500” feet and language will be added to include “Medical Marihuana Cultivation Operation” and will read as:

- “i. A Medical Marihuana Dispensary shall not be located within a **500** foot radius of another existing Medical Marihuana Dispensary or **Medical Marihuana Cultivation Operation.**”

§ 9.26.2(j)(1) will be amended to change the explanation on measuring distances between Medical Marihuana Dispensaries from “1,000” feet to “500” feet and language will be added to include “Medical Marihuana Cultivation Operations” and will read as:

- “1. For purposes of measuring the **500** foot radius in this section, the measurement shall be taken from the nearest point on the building where the existing Medical Marihuana Dispensary **or Medical Marihuana Cultivation Operation** exists to the nearest point on the building where the proposed Medical Marihuana Dispensary is proposed.”

§ 9.26.2(j)(2) will be added to allow exception to the distance between a Medical Marihuana Dispensary and a Medical Marihuana Cultivation Operation when they have been approved to operate on the same parcel and will read as:

- “2. Exception shall be made when the operator of a Medical Marihuana Dispensary is also approved to operate a Medical Marihuana Cultivation Operation on the same parcel as granted through a Special Use Permit.”

§ 9.26.2(k) will add language to include “public or private youth recreational facility” and will read as:

- “j. A Medical Marihuana Dispensary shall not be located within a 1,000 foot radius of any existing public or private elementary, vocational, or secondary school, or a public or private college, junior college, or university, or a library, or a playground or park, **or a public or private youth recreational facility.**”

§ 9.26.2(k)(4) will add language to include “public or private youth recreational facility” and will read as:

- “4. For purposes of measuring the 1,000 foot radius in this section, the measurement shall be taken from the nearest property line of the existing public or private elementary, vocational,

or secondary school, or public or private college, junior college, or university, library, or playground or park, **or a public or private youth recreational facility** to the nearest point on the building where the proposed Medical Marihuana Dispensary is proposed.”

§ 9.26.2(k) will be added that expressly prohibits all activities associated with a Medical Marihuana Cultivation Operation unless approved through a Special Use Permit and will read as:

“k. The planting, growing, harvesting, processing and packaging of Medical Marihuana shall not be allowed on the parcel unless approved through a Special Use Permit and pursuant to Section 9.1 and Section 9.27.”

4. § 9.27 **MEDICAL MARIHUANA CULTIVATION OPERATION** will be added to regulate the planting, growing, harvesting, processing, packaging and storage of Medical Marihuana as defined under Medical Marihuana Cultivation Operation in § 3.2 under a Special Use Permit, and will read as:

“9.27 MEDICAL MARIHUANA CULTIVATION OPERATION

9.27.1 STATEMENT OF INTENT

The purpose of a Medical Marihuana Cultivation Operation is to allow an establishment or place of business to undertake the following “Medical uses” of Medical Marihuana on the property: planting, growing, harvesting, processing, packaging or storing of Medical Marihuana to treat or alleviate a registered Qualifying Patient’s debilitating medical conditions or symptoms associated with the debilitating medical condition under the Medical Marihuana Act. Acme Township desires to allow all legal businesses to operate in the Township, but recognizes the need to zone for all uses to protect the health, safety and welfare of the general public. A Medical Marihuana Cultivation Operation must satisfy the general standards of Section 9.1, the specific requirements of this Section, and all other requirements of the Acme Township Zoning Ordinance.

9.27.2 REQUIRED STANDARDS

- a. The planting, growing, harvesting, processing, packaging or storing of Medical Marihuana shall comply at all times with the Medical Marihuana Act and the General Rules of the Michigan Department of Community Health.
- b. The cultivation of Medical Marihuana shall be only allowed by a Primary Caregiver for the Qualifying Patients registered under their care.
- c. Medical Marihuana Cultivation Operations shall be limited to growing a maximum of sixty (60) Medical Marihuana plants for Qualifying Patients. The maximum number of Medical Marihuana plants shall increase to seventy two (72) if the Primary Caregiver operating the Medical Marihuana Cultivation Operation is also a Qualifying Patient.
- d. Except for the Owner of the property, persons other than the Primary Caregiver shall not be permitted within the Operation when Medical Marihuana is being cultivated, harvested, processed, packaged or stored.
- e. No person under the age of eighteen (18) shall be permitted into a Medical Marihuana Cultivation Operation at any time

- f.** A Medical Marihuana Cultivation Operation shall not be owned or operated by, or employ, a person that has been convicted of a felony involving controlled substances.
- g.** No use by way of smoking, ingestion, consumption, or any other method of taking Medical Marihuana into the body shall occur at a Medical Marihuana Cultivation Operation.
- h.** No more than one (1) Primary Caregiver shall operate a Medical Marihuana Cultivation Operation on any one (1) parcel.
- i.** The cultivation of Medical Marihuana shall only be permitted inside a structure not visible from the outside that shall be at all times secured and locked, and shall be accessible only by the Primary Caregiver and Owner of the property.
- j.** Lighting utilized for cultivating Medical Marihuana shall not be visible from the exterior of the building.
- k.** No equipment or process shall be used in which creates noise, dust, vibration, glare, fumes, odors or electrical interference detectable to the normal senses beyond the parcel boundary.
- l.** A waste disposal plan shall be included with all applications for an operation detailing plans for chemical disposal and plans for Medical Marihuana plant disposal. Under no instance shall the incineration of Medical Marihuana plants or plant materials be allowed on the parcel.
- m.** A Medical Marihuana Cultivation Operation shall be considered an industrial or manufacturing use for purposes of determining Off-Street Parking and Loading requirements under the Zoning Ordinance.
- n.** A Medical Marihuana Cultivation Operation shall not be located within a 500 foot radius of another existing Medical Marihuana Cultivation Operation or Medical Marihuana Dispensary.

 - 1.** For purposes of measuring the 500 foot radius in this section, the measurement shall be taken from the nearest point on the building where the existing Medical Marihuana Cultivation Operation or Medical Marihuana Dispensary exists to the nearest point on the building where the proposed Medical Marihuana Cultivation Operation is proposed
 - 2.** Exception shall be made when the operator of a Medical Marihuana Cultivation Operation is also approved to operate a Medical Marihuana Dispensary on the same parcel as granted through a Special Use Permit.
- o.** A Medical Marihuana Cultivation Operation shall not be located within a 1,000 foot radius of any existing public or private elementary, vocational, or secondary school, or a public or private college, junior college, or university, or a library, or a playground or park, or a public or private youth recreational facility.

1. For purposes of this section the term “library” means a library that is established by the state; a county, city township, village, school district, or other local unit of government or authority or combination of local units of government and authorities; a community college district; a college or university; or any private library open to the public.
 2. For purposes of this section the term “playground” means any outdoor facility (including any parking lot appurtenant thereto) intended for recreation, open to the public, and with any portion thereof containing three or more separate apparatus intended for the recreation of children including, but not limited to, sliding boards, swing set, and teeterboards.
 3. For purposes of this section the term “park” means any land or facility of any size or shape, including but not limited to linear ways, road ends, and submerged lands, that are open to the public and used for recreation or held for future recreational use.
 4. For purposes of measuring the 1,000 foot radius in this section, the measurement shall be taken from the nearest property line of the existing public or private elementary, vocational, or secondary school, or public park or private college, junior college, or university, or a library, or a playground or park, or a public or private youth recreational facility to the nearest point on the building where the proposed Medical Marijuana Cultivation Operation is proposed.
- p. The acquisition, possession, delivery or transfer of Medical Marijuana of paraphernalia shall not be allowed on the parcel unless approved through a Special Use Permit and pursuant to Section 9.1 and Section 9.26.”



Zoning Administration Staff Report

To: Acme Township Planning Commission

From: Shawn Winter, Zoning Administrator

Cc: John Iacoangeli, Jeff Jocks

Date: December 8, 2015

Re: Planned Unit Development Examples

Planned Unit Developments

After the discussion about Planned Unit Developments (PUD) last month, the Planning Commission requested examples of how this planning tool has been used in the area. The following pages provide a quick overview of developments created using PUD's in Grand Traverse County, Emmett County, illustrations of flexible land uses, and a case study that is relevant to our township.

The examples from Grand Traverse County come from Garfield and Peninsula Townships. They represent a mix of old and new developments, residential only and mixed use, rural and urban settings. Where possible maps, site plans, and background information has been provided.

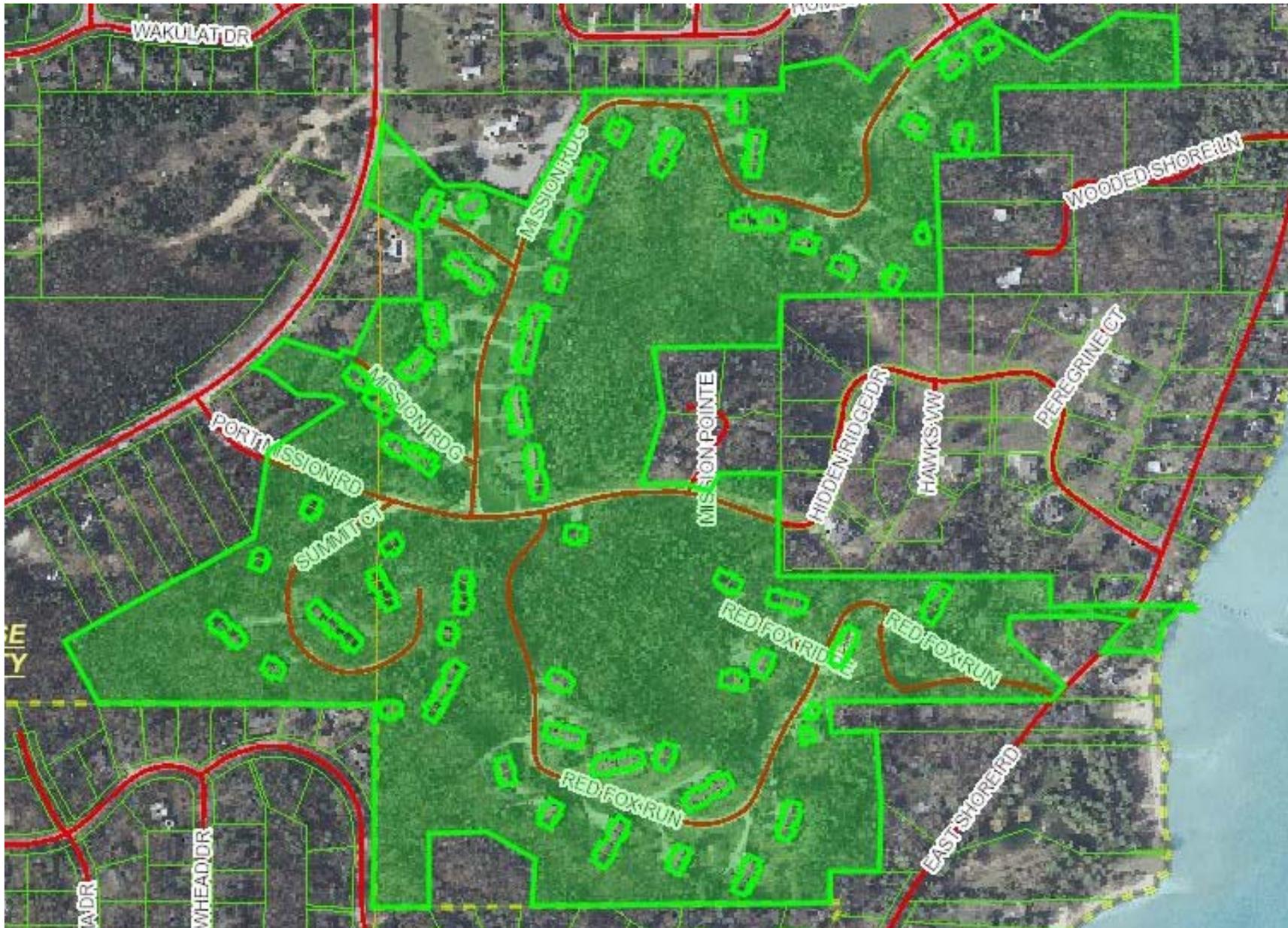
Peninsula Township



Port of Old Mission

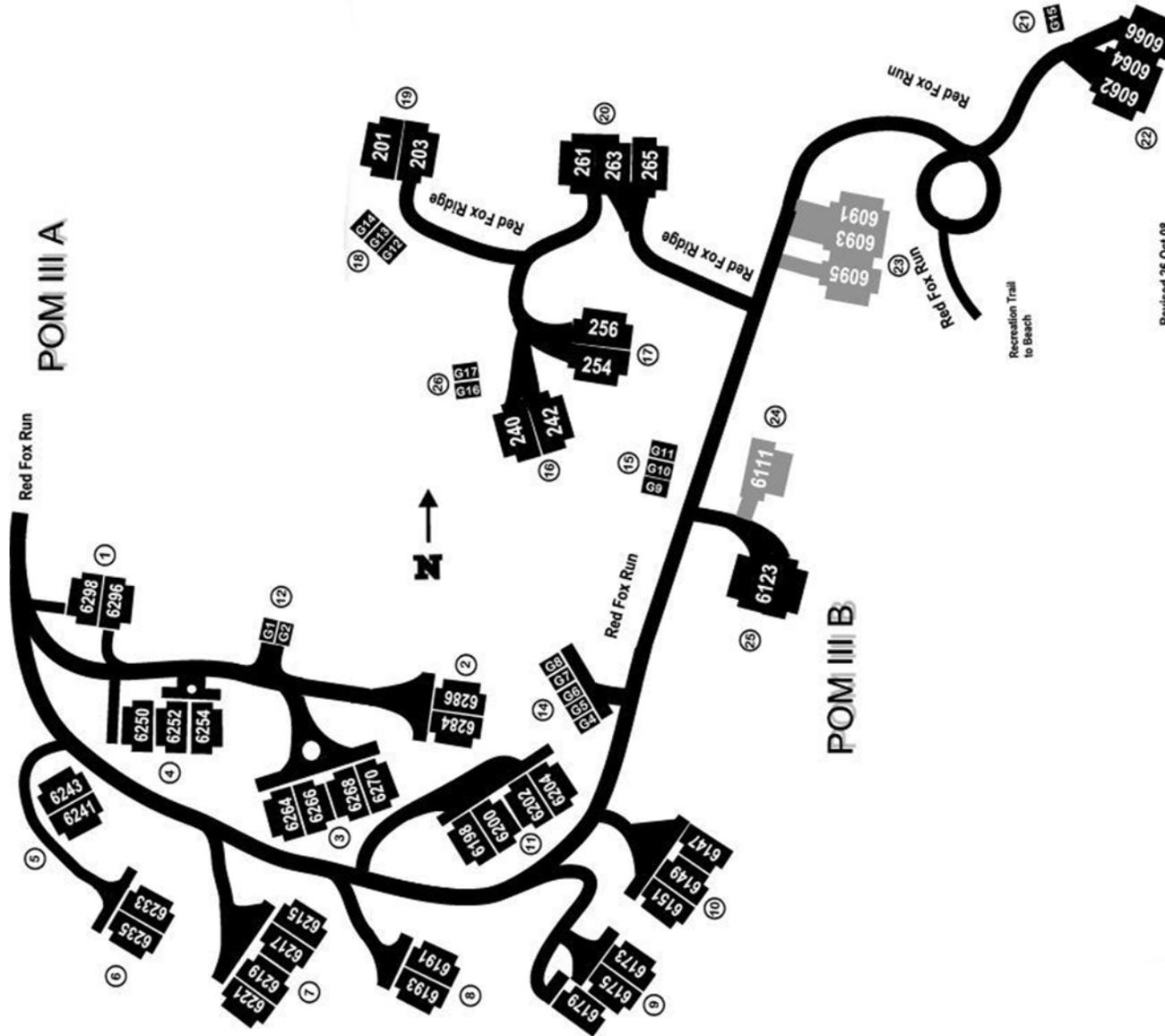
- PUD at the base of Old Mission Peninsula, just north of the Traverse City/Peninsula Township boundary
- Began in 1981, has progressed through four phases (I-IIIa)
- Overall density of 1.5 dwelling units per acre through a combination of stand-alone, 2, 4, 6, and 8-plex condos.
- Target market: 50+ year old demographic
- Private roads and common elements maintained through HOA fees. Association maintains everything from the unit's exterior paint out
- Had the opportunity to meet with the developer, Sally Eri who shared some insights into working with PUD's:
 - Flexibility in lot sizes allowed them to work with the natural landscape features (slopes, ridges) while minimizing land disturbance
 - Cluster developments make the expansion of infrastructure more feasible. In this case sanitary sewer lines.
 - PUD's force developers to really look at the big picture of how the land is used, forcing them to holistically plan all the details including landscaping, utilities, concept building, etc.
 - Developers have to invest more time upfront in planning and engineering through a PUD, but the approval process thereafter runs smoother and quicker. The result is the very best plan gets presented to the Planning Commission from the beginning.
 - PUD's allow more opportunity for public input

Port of Old Mission



Port of Old Mission

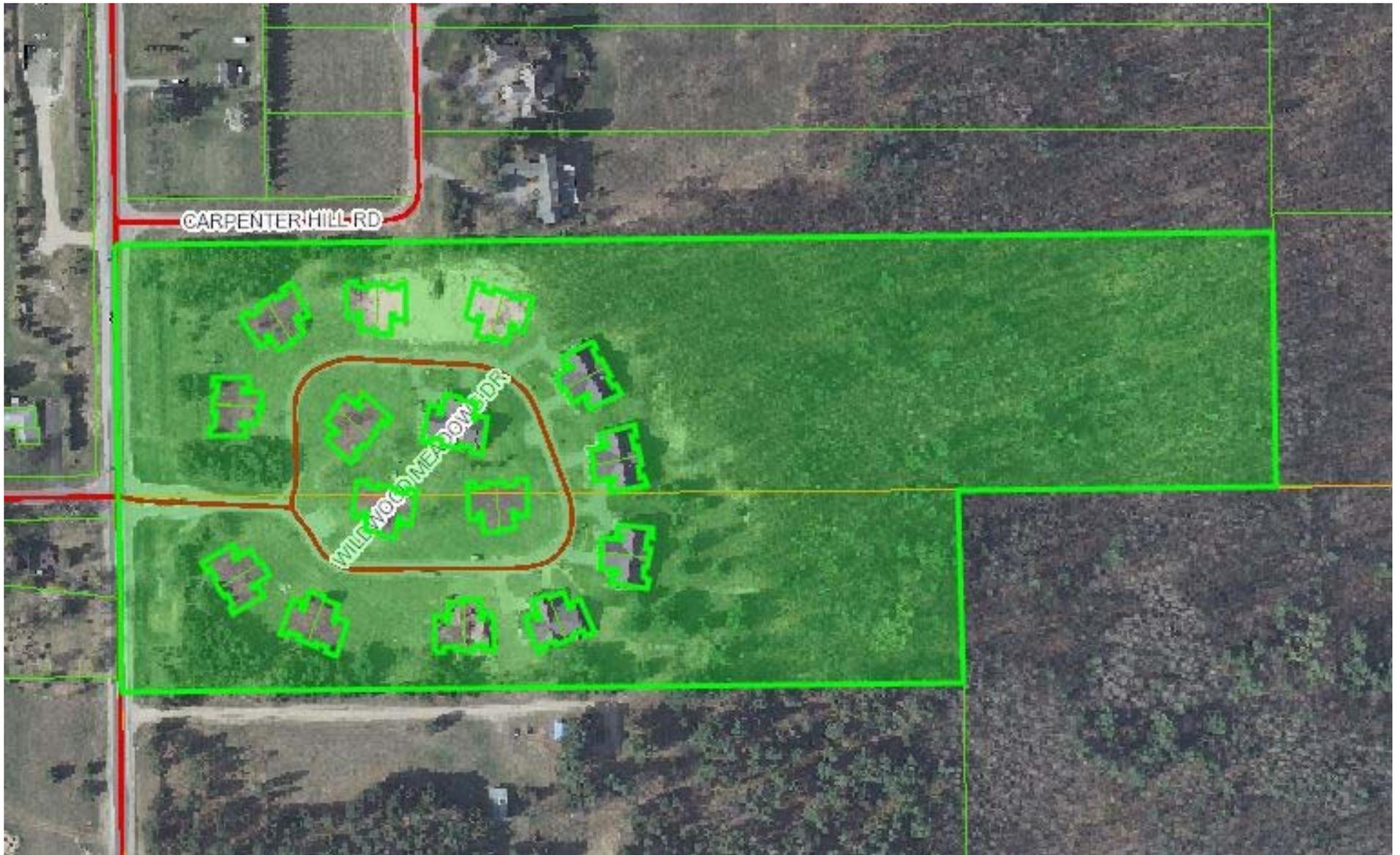
Phase III Layout



Wildwood Meadows

- Residential PUD located off Center Road (M-37) at the intersection with Mathison Rd S
- Newer development still under construction, approved ~ 2013
- 30 units with approximately 2,500 sq. ft. each built as duplexes
- Preserves a large portion of existing woodland that runs contiguous into the nearby Pelizzari Natural Area

Wildwood Meadows



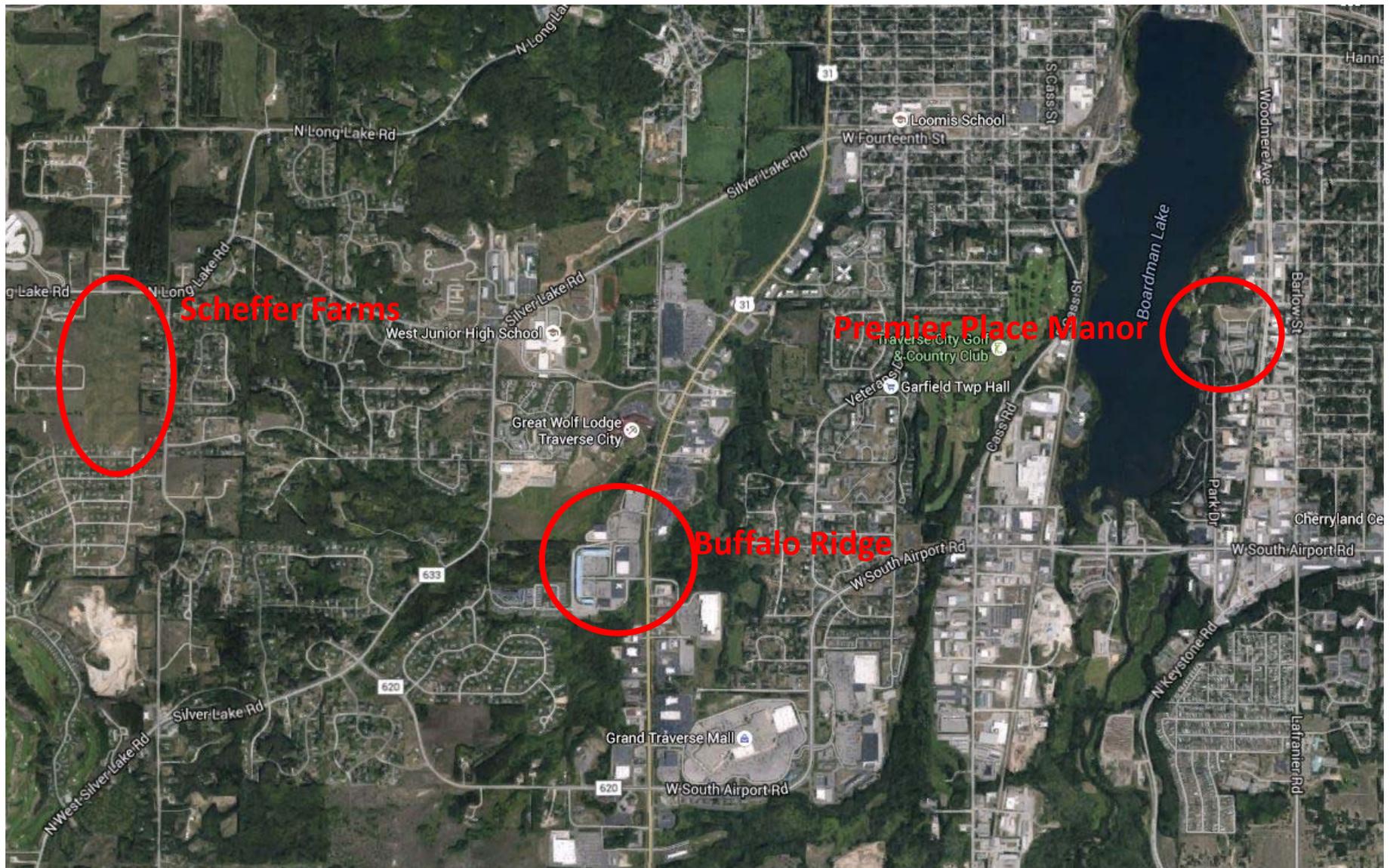
Cherrywood

- Older residential PUD located off Mathison Rd
- 13 duplex buildings consisting of 26 units at just over 1,000 sq. ft.
- High market demand for these properties
- Average density of the development is 1.5 du/ac
- Note the amount of preserved open space compared to the development to the immediate west which was created using traditional zoning

Cherrywood



Garfield Charter Township



Buffalo Ridge

- Commercial PUD
- Phase I in the description below is currently under construction
- “A commercial (redevelopment) PUD project named the Buffalo Ridge Center was approved at a Special Meeting of the Town Board on August 5, 2014. Located at 3639 Marketplace Circle (site of the existing Horizon Outlet Mall on US-31) the project involves removal of the northern half of the outlet mall and construction of a 14-screen movie theater, an additional commercial building, and the associated parking area. The south half of the site will remain in its present state for the time being until future redevelopment opportunities are explored and approved through the appropriate amendment.”

(www.Garfield-twp.com)

Buffalo Ridge

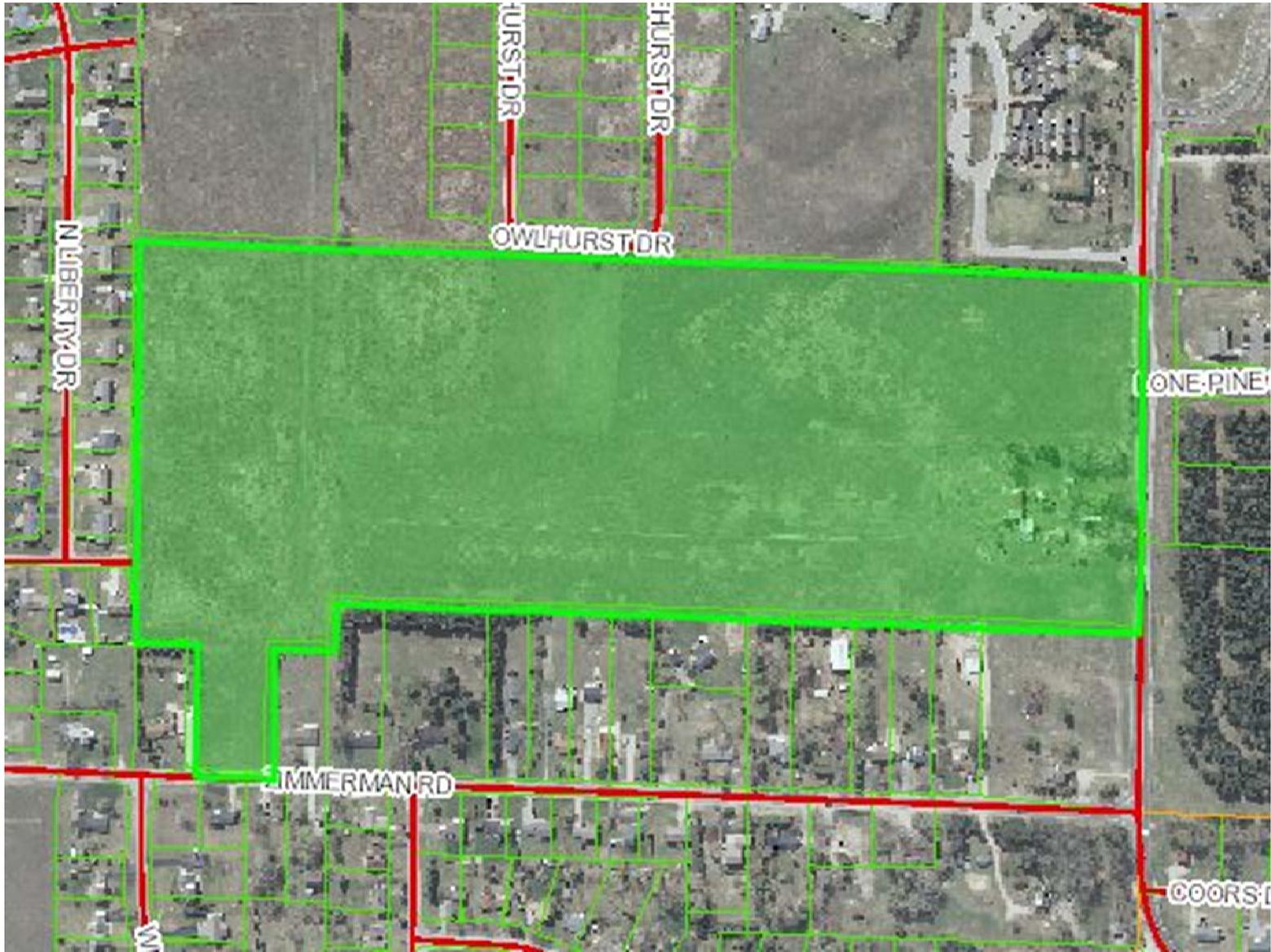


Sheffer Farms

- Proposed mixed-use PUD near the corner of N Long Lake Rd and Zimmerman Rd
- “Sheffer Farms is located on approximately 52 acres of property off of North Long Lake Road. The property has a width of approximately 877 feet along North Long Lake Road and has a depth of approximately 2,471 feet. The applicant has submitted a request to the Planning Commission (and Township Board) for review and consideration of a mixed-use PUD, and plans to incorporate three 12-unit apartment buildings, 26 senior cottages, a 70-unit senior living facility, and 58 single family homes on the property. This proposed mixed-use PUD, proposed in the A-1 Agricultural zoning district, is still under review. Due to the numerous departures from the underlying district, and changes in the project, the applicant is required to update their submittal documents, provide a complete traffic study, address various design issues and identify a public benefit satisfactory to the Township.”

(www.Garfield-twp.com)

Sheffer Farms



N →

Premier Place Manor

- Mixed-Use PUD already in existence, proposed expansion of residential units along the Boardman Lake.
- West of the intersection of Woodmere Ave and Boon St
- Located on the east shore of Boardman Lake, north of Boardman Lake Glens, this Planned Unit Development was first approved in 2003 and a number of single-family condominium structures have been built. Recently, a number of changes have been conceived and brought before the Planning Commission. Site plan and building design changes are proposed for the apartment area of the site. The application is considered a Major Amendment to the development, requiring review before the Planning Commission and eventual decision by the Township Board.

(www.Garfield-twp.com)

Premier Place

Existing Development Location



Premier Place Manor

Proposed Development Location



Bay Harbor

Further to the north is the resort and residential community of Bay Harbor. The PUD development is located along five miles of Lake Michigan shoreline just west of Petoskey on US-31. At the time the project began the property was an abandoned cement factory. Over the last 22 years it has become a community of its own, with residential homes, vacation homes, marina, equestrian center, golf course, restaurant and retail establishments, the Great Lakes Center for the Arts, special events, and more. In this case, the PUD allowed the developers to take an abandoned property which was becoming a nuisance to the community and turn it into a valuable development that is a showpiece for the region. The following pages contain an interesting article from the Northern Express that chronicles the history of the project and the hurdles that had to be overcome on the way to achieving the vision of the developer and community.



BAY HARBOR

How It Happened Twenty Years Ago: An Industrial Wasteland Becomes a \$1 Billion Resort

Patrick Sullivan - September 15th, 2014



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For most of the 20th century, the behemoth cement plant south of Petoskey was an economic driver that offered well-paying jobs for generations of workers.

After the plant closed in 1980, the property sat idle for years and went into decay, coughing up powdery kiln dust and oozing leachate into the bay.

Many saw the parcel's development potential with its five miles of shoreline on Little Traverse Bay, beautiful views and easy access to Petoskey.

But what would a developer do about that cement plant and those millions of tons of cement kiln dust laying around in piles?

Proposals came and went until 1994, when luxury community developer David Johnson stepped up to reclaim the former Penn-Dixie property.

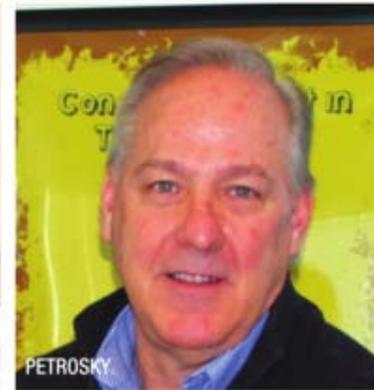
Johnson wanted to build a super-luxury resort with a town center, conference facilities, marina, equestrian center, and a golf course that would be open to the public.

Two decades later, here is the story of how that vision became the \$1 billion development, as told by the people who made it happen.

A PROJECT IN SEARCH OF A PROPERTY

DAVID JOHNSON

Chairman of Victor International Corporation I thought about it for years. We mapped every piece of shoreline between Cleveland and Sturgeon Bay, Wisc. that was over a mile on the Great Lakes. And then went to work on every piece of property. We wanted a master plan resort community that had boating and golf – on the waterfront.



TIM PETROSKY

CMS Energy spokesman We got into it because we saw an opportunity, back in '93, '94, to take this abandoned piece of property and restore it to a productive piece of land. And so that's when we formed the partnership with Bay Harbor.

MAX PUTTERS

Emmett County planning and zoning director 1972-2005 The planning commission at that time, they were pretty interested in entertaining plans that would keep that property together, as opposed to having it parceled off in a lot of little 10-acre, five-acre, 20-acres parcels, whatever, little developments. So the concept looked pretty favorable.

And being on the shore like that, reclaiming the former cement plant, I think that was of interest to a lot of people here.



JOHNSON

I went to the county and township meetings every month, once a month, for over five years.

So the process was that Bay Harbor was approved for originally 5,500 units and finally 3,800 on 800 acres, and I downsized it to 800 units, and nobody could believe it.

And then we created the parks, and the public nature trails, which became rails-for-trails connecting Charlevoix and Petoskey, and conservation easements and worked with the conservancy. So there was never anything adversarial.

Resort Township had done a public survey, and they didn't believe, after three attempts, in the '60s, '70s, and '80s to develop the property, nobody had any real credibility, and they didn't believe anybody was ever going to tear the cement plant down.

SOMEONE WHO COULD MAKE THINGS HAPPEN



PUTTERS

By that time there had been several efforts at doing something with it and David came through pretty positive, like he could do it.

He had this concept of how to develop it and he hired really top people all the way down the line, engineers, architects. And it is interesting how in many ways that original plan is not that dissimilar from what the final plan was.

When they came to a meeting, they had attorneys and architects and engineers and managers ... they did a really great job of presenting the project and answering all the questions.

DENNY BRYA

Bay Harbor general manager To be honest with you, I didn't really know what to expect. I remember the day I interviewed [for a construction management job] and I was given a map that was six feet long and there was basically nothing here at the time.

I rolled the map out on my bed at the hotel and said, 'Oh, my gosh,' I mean, the place was just a huge undertaking; a huge project.

So every once in a while I have to pinch myself to remember what it was like when I used to drive in here because basically when I started there was nothing here except demolition stuff.

JOHNSON

The good parts of the property had been cherry picked and sold off in the '80s and so our original development plan was to do what's now called the Preserve, the far western end, which was pretty much virgin land, first, and come back and do the cement plant later.

And we realized that to have both credibility with the government and credibility in the community, we needed to put the money in up front to tear the cement plant down and make a visible sign that, you know, 'Here we are, and we're going to do everything we say we're going to do.' So while it was huge front-end money, it really became kind of the signature of the place, of where we were blowing something up every few days to tear out the cement plant, do all the reclamation work.

BYRA

I think that the project was obviously looked favorably upon, because I remember hearing stories about people in Resort Township who wouldn't wash their car because all of the CKD or the kiln dust used to blow all over their cars all the time. So I think the project was welcomed at the time.

I think the size was appropriate as well. I mean, going with 800 units. People went to the planning commission and other avenues before that. There were other developers in here that were proposing like 5,000-plus units. I think that was a different kind of ballgame or a different league.

GAIL GRUENWALD,

Tip of the Mitt Watershed Council executive director There were definitely some people who did not like it, and they were folks who just really weren't sure about the impact of that large of a development on small town. You know, there were folks who had bumper stickers.

It wasn't 100 percent positive, I would have to say. There were also folks who were concerned about the leachate, which had been identified prior to Bay Harbor being proposed, and folks who were very skeptical that in fact what the [state department of environmental quality would have] to say in terms of the impact of the leachate as well as the source of the leachate.

So there were folks concerned about that.

I think in terms of the land use plan and the approach to the planning commission in Emmet County - all that went very smoothly. But there were folks who definitely had concerns about the impact on the community.

WORLD'S LARGEST RECLAMATION PROJECT UNDERWAY



Demolition began with a bang on July 12, 1994, when, with Johnson, William McCormick Jr., chairman of CMS Energy Corp. and Gov. John Engler on hand, Petoskey celebrated as dynamite brought down one of the cement plant smoke stacks.

Two months later the kiln dust piles had been covered and seeded, and were on their way to becoming fairways.

Hundreds of workers put in 12-hour shifts, striving to build a town almost overnight.

PUTTERS

For me it was a really interesting project.

There aren't many people in my profession who can see a new town being built. And that's really what it was, like a new town. And it was self-contained, because it wasn't breaking up any existing neighborhoods. It wasn't sitting in the middle of existing thoroughfares going here and there. It was pretty well by itself, with US-31 on one side, the bay on the other.

BYRA

I remember back in the day we had Jeeps and stuff and you could barely get through here on those, and just the exposed CKD [cement kiln dust] and all the debris that was left.

I must admit, when I first got here it was kind of intimidating to drive through and see it. Really, to think of what it is today and that vision, of, you know, we're going to take this thing, this moonscape, and turn it into a beautiful resort.

PUTTERS

It was a lot of work. A lot of zoning. Meetings. In fact it was the impetus for the planned unit development regulations that ended up in our zoning ordinance.

We didn't want to look at it like we were going to zone every little acre, like here's a business, there's an institution, here's a house and there's an apartment, whatever. So we put it under the planned unit development, which kind of gave them the freedom to arrange these different uses, call it mixed-use, if you will, without having to rezone each and every little parcel.

We call it the planned unit development proposal, which can be applied if it is believed and determined that a better plan would result by doing that. And I think it surely has. It gave some bargaining chips to community, like, we'd like to have a bike path, and a few other amenities.



JOHNSON

The challenge, by far, was to figure out how to reclaim the site and develop the site and do it all at one time.

At that point, nobody wanted the kiln dust.

There'd been a plan to haul the kiln dust and fill the shale quarry up with it, but when you move it around it blows around like talcum powder on people's houses, which it had been doing for a hundred years, and nobody in Resort Township wanted that to happen anymore.

So they wanted the kiln dust to be kept on site.

It was all collected and put underneath the golf course. Reclamation laws at that point said it had to be covered with four inches of overburden. We covered it with 12 inches of rock and then overburden, and mined out the harbor, which was already an 80-foot-deep quarry, and used that rock to reclaim and create the golf course.

So you basically had five miles of development, all under construction at one time, which was unheard of in the state of Michigan, for any kind of development that's over a 100 miles away from any metropolitan population base.

A TOWN EMERGES OUT OF THE DUST

PETROSKY

This development has to be considered a success, almost universally. It took a site that was described as a moonscape, fairly accurately. The contaminants on site were open to the environment, freely flowing around in the air and leachate running to the lake.

Since that time it's been transformed, literally, into a world-class resort that draws tourists and residents from Michigan, around the country, and around the world.

If there is a lesson, it's a lesson that you can take a barren, unproductive piece of property and turn it back into a productive piece of property that benefits not only Bay Harbor, but also pretty much a large chunk of Northern Michigan.

JOHNSON

What my expertise has always been is creating momentum. We are not Miami or Naples or Las Vegas or Phoenix, Ariz., so we don't have the population demand.

So even at 800 [units], what I did was create 30 different complete neighborhoods, with 30 different product types, so that there would be \$250,000 condos, \$500,000 cottages, and multi-million dollar houses on the water ... a different product for different markets.

So somebody could say, 'Look, I want a turn-key condo that looks at Lake Michigan.' Somebody else could say, 'I want a little cottage on the golf course.' And somebody else could say, 'I want a house like the houses next to the Grand Hotel on Mackinac, on the peninsula.' And that worked. Because that was different. There were 29 of something. And when 10 were sold, everybody realized the rest were going to sell. If it was 500 condos all the same, there wouldn't have been any action.

PUTTERS

To see five miles of new town go up, I felt privileged to be a part of it. We didn't relax our scrutiny of what was going on. I think everybody was glad to see something that did fit our environment and economy. And it did keep the property together as a unit.

PETROSKY

Literally every time I drive through the site I am absolutely amazed at the transformation... When you're up here all the time, you kind of have a tendency to forget, and I try to make sure I don't forget what it was. It's a phenomenal transformation.

THE TROUBLE WITH THOSE KILN DUST PILES

PERRY CLARK

Petoskey News Review reporter and editor 1984-1999 I think it was 1988. Me and a couple of my colleagues had gone to the local watering hole, the Mitchell Street Pub, for a drink. It probably was Friday afternoon or something.

We were talking and this guy came up to talk to one of the reporters, Shelly. [We] just sort of ignored it and went on talking, and after a few minutes she tapped me on the shoulder and said, 'Perry, you should listen to this. This is something you might want to check out.'

GRUENWALD

It goes way back before 1994. It was when one of the first developers proposed Three Fires Pointe and the Petoskey News Review reporter, Perry Clark, discovered the leachate. And the DEQ said, 'Well, we don't think it's coming from the kiln dust. It must be some other problem.' And so that was the start of the concern amongst folks. We had a public forum on it, there were 300 people who came and had concerns. I mean, there were quite a few folks who were very concerned about not only the leachate but the proposed plan.

And that proposed development died and in fact that wasn't even the first one, there was one before that. Everybody looked at the undertaking and just didn't want to take it on, in terms of the development, because it required so much restoration and such an investment.

CLARK

The gentleman, his name was Mike Guisinger, said he'd been walking down the shoreline by the old cement plant searching for Petoskey stones. And he saw this dark liquid in pools all along the shoreline. And that really did perk up my interest, because I had read some environmental reports that had been done for the developer Lawrence LoPatin, who was trying to develop the site.

One of the reports noted a brown fluid running away from the kiln dust piles, the kiln dust being the leftover material from cement production.

I thought, 'Hmm, I wonder if it could be related to that.' So I asked the guy, 'Could you take me down and show me?' And we set up a time and he took me down there and sure enough there was all this stuff, in pools along the shoreline there.



GRUENWALD

Many people were very concerned about not only the capabilities of the potential developers, but also this discovered leachate that the DEQ determined was not coming from the kiln dust.

They said, 'It can't be. Kiln dust is inert. We don't know what it's all about, but it's not that.' And then when David Johnson came forward and proposed Bay Harbor, the remediation that was put into place was still somewhat based on this notion that it couldn't be the kiln dust and that it's not a huge issue.

And you know, at that point in time there were folks who were skeptical even then, so when that remediation did fail, the follow-up just a few years ago was much more robust and very expensive and landed in the lap of CMS, at that point in time, not the developer.

Concern about the kiln dust returned in 2004, when the remediation system installed a decade earlier failed and allowed leachate to drain into Little Traverse Bay.

Monitoring of the bay led to health alerts warning swimmers to stay out of the water. Because of the way the development deal was structured, CMS Land Company, a subsidiary of CMS Energy, was responsible for remediation, even though they didn't cause the contamination and were bought out of the development in 2002.

BYRA

It was a frustrating experience, only because I'd been here at the beginning and actually saw leachate running into the bay, uncontested, uncontrolled, unmonitored.

And nobody cared at the time. And then once Bay Harbor was here, some people acted like we were a manufacturing plant and we intentionally flipped the valve.

At the time, obviously things were put in place, working with the different agencies and so forth, that everybody felt collectively would work.

I remember when I started here they measured certain contaminants in parts per million, then it went to parts per billion and then it went to parts per trillion. Not only did the thinking change, but the technology changed to maybe better understand what was happening here.

I certainly praised both David Johnson, for what he did here, as well as CMS Energy for stepping up and taking care of all this. I think it's at around \$250 million now or something, for basically a problem that none of them created.

In fact, I think everybody did their best to try to fix the problem. I think there was definitely misperception in the community as to what that all meant.

PETROSKY

In 2002 we as a company decided to divest our interest in non-utility assets, and Bay Harbor fell into that category. So we divested ourselves of our asset at Bay Harbor to focus on core utility operations; what we really know well.

But as part of that negotiation we held on to certain environmental responsibilities, which turned out to be this work over the past eight years.

JOHNSON

Look, there were years where it was not fun; it was not fun at all. Even though we didn't have the liability, I pledged to the community that I would stick with it through the environmental crisis. I went to every meeting, every situation.

People were saying the lake was contaminated. The lake was purer than any body of water was ever. There was never ever any contamination in Bay Harbor Lake. Or in the water. I mean, Oprah Winfrey brushed her teeth with baking soda which has a pH of 10, and that's higher than what we had.

So now it has the most unbelievable, state of the art environmental situation. CMS has been heroic in what they've done. Both for all of Northern Michigan, but as far as being admirable, stepping up and going beyond. They've exceeded everybody's expectations.

PETROSKY

We signed an agreement with the DEQ in 2012. That lays out the perimeters on which we'll operate, and the remedies in place were approved that will protect Little Traverse Bay.

We will be running our remedies and operating our remedies into the future. We don't have an exact date on when they will be able to be shut down. At some point, the cement kiln dust piles that were left behind by the former cement factory will run out of contaminants.

But we just can't put an exact date on that ... I'm proud that I work for a company that chose to step up and take care of this environmental situation, as opposed to litigate to try to avoid any cost at all.

GRUENWALD

I would suppose that CMS and David Johnson would be the people to ask this question, 'Was it worth it to you?' because of what they really ended up having to do.

I mean CMS spent millions and millions of dollars after they thought everything was settled and handled. And because of the covenant not to sue that they signed with Bay Harbor, that created some problems. So, it's very complicated.

I think that when developers look for brownfield redevelopment, they're looking at not only the cost to them right now, but the future cost to them potentially, and that's really what this particular site brought to mind.

They thought they had it handled, and then they find out later that there's huge costs for remediation correction. So it's not over when it's over I guess is the lesson there, and I think developers are pretty brave to take it on. And I also think it's essential for the state of Michigan to look at these brownfields as potential, too.

JOHNSON

I'm sure CMS would say the environmental [remediation] was a costly and painful lesson. I don't think anybody, any place would go forward without brownfield protection. But what I would say is that it is a global lesson that more is not better. That the right product done the right way, very low density, preserving all the natural features. It is an extraordinary example of government and private sector working in harmony to create a noble result.

WHAT THE PROJECT MEANT FOR PETOSKEY

PUTTERS

I was concerned about walling off Lake Michigan. If you look at Resort Township, that was their whole frontage on Little Traverse Bay, you know, five miles. The township is six miles wide. Depending on how the plan finally evolved, we had some real concerns there.

But David Johnson was responsive to those fears, you know, they weren't just mine. He was responsive and provided a bike path, land for the bike path that went from one end to the other. He made it possible for the county and township to purchase two parks, right on Little Traverse Bay. One is East Park and one is West Park, and they are connected by the bike path, so they function as really quite a large park.

That was done quite willingly by David Johnson and Bay Harbor Company. And as it evolved, they are beautiful parks right now.

Bay Harbor was essentially annexed by the City of Petoskey in a deal struck as the development was approved. It was a great deal for Petoskey, which gained property tax revenue, and arguably an even better deal for Resort Township, which would win a share of Bay Harbor property taxes without having to provide services.

JOHNSON

It's effectively a village that doesn't have the advantage of its own taxation, pays huge taxes to the City of Petoskey, because of a 425 agreement that was passed with the previous developer that we got stuck with, when he was going to get local and state funds, and that was the method of payback.

We didn't get the benefit of the government money and got stuck with the taxation.

BYRA

I mean, [the tax agreement is] definitely still talked about, and Bay Harbor is 55 percent of Petoskey's tax base. The city offers basically a phenomenal public safety department.

Other than that, the residents pay for all of their own guards, the residents pay for all of their road replacements, road plowing, that sort of thing. There's not a lot of burden on the city to offer services here.

PUTTERS

It's going to be interesting to see what happens after 50 years, when the terms are up. Will [the tax agreement] be reinstated? It's interesting. It sounded like a long time when they did it. But the clock is ticking, and here we are 20 years down the road already.

CLARK

I don't think you'll find any people who would say Bay Harbor is not an improvement over the abandoned cement plant. There are some people who might say they don't like all of the extra people and stuff coming to the area. They'd like it to be a little more undeveloped. I don't know if that's a reasonable expectation.

But Bay Harbor certainly has changed things. Driving past Bay Harbor [versus driving] past an abandoned cement plant. It's a tremendous improvement.

JOHNSON

It's clearly been a great success. And the most expensive lot in northern Michigan pre-Bay Harbor was a hundred and fifty grand. Lots now sell for \$2 million.

From a product success standpoint, it's world renowned now, won all kinds of awards. We pioneered the neighborhood electric vehicle. We've got the Guinness Book record for longest electric car parade.

We continue to create new products with the Village being open to the general public. We have 20,000 people come to the July 3rd fireworks. We do things for the general public – the antique car and boat shows, the ice carving festivals, art festivals – to be a seamless part of Northern Michigan.

And we're now going to build a major 400-seat performing arts center, all with private money, that will service greater northern Michigan. I'm not done until that's built. We're very excited about that.

BYRA

I think it was definitely a turning point in the city's and the region's development. I think that this is one aspect that is a crown jewel, if you will. I mean, it's really a beautiful piece of this community. It brings a lot of jobs, of course. It's created tons of jobs.

Wonderful people come to this area, people from all different backgrounds, all different upbringings, all different countries and states. I think it's definitely made a huge impact on the area. And I think it's been wonderful controlled growth, too.

JOHNSON

I was smart enough to figure out with very smart consultants from the Urban Land Institute that the world changed after 9/11 and that people would do things with their family 10 years earlier instead of waiting until their retirement age and doing it without their kids.

We switched and completely became focused on a generational family community, which now other people are following in other parts of the United States. But what's really happened is all of a sudden we have 30- and 40-years-olds move in with kids that live here full time, from New York, from Texas.

We have people from 24 states. I never dreamed we would get so many people from Texas coming to spend their summers in Northern Michigan. We figured we'd get a lot from Florida. But we didn't figure California, Texas, and Arizona.

We knew that there was a long history from the greater Midwest. We've also stuck with it and managed the brand through economic crisis and everything else without foreclosures and economic impact.

BYRA

Sometimes I have to remind myself and people in the area have to remind themselves of what it was and what it is. It's come a long way. Like I said, I drive in here every day and I forget what it used to look like some days, until you go back and start looking at pictures or you start reminiscing.

It's definitely made a complete positive impact, not only to the region, but I would say to the state. I think it should be an apple in everyone's eye.

Interviews have been condensed and edited for clarity.

Illustrations & Case Studies

The following are excerpts from Randall Arendt's book "*Rural by Design*". The purpose of this section is to provide illustrations of how the flexibility provided in PUD's allows for more creative land use design. This flexibility benefits the public by preserving valuable lands, as called for in the Master Plan, that provide the character of Acme Township, while maintaining the economic feasibility of future projects to developers. I understand the illustrations have been removed from the context of their chapter, but the captions do a good job at providing an explanation. Please note the case study "The Ponds at Woodward" that details the preservation of a working orchard.

Arendt, R. (2015). *Rural By Design – Planning for Town and Country*, 2nd Edition. Chicago, IL. Planners Press – American Planning Association

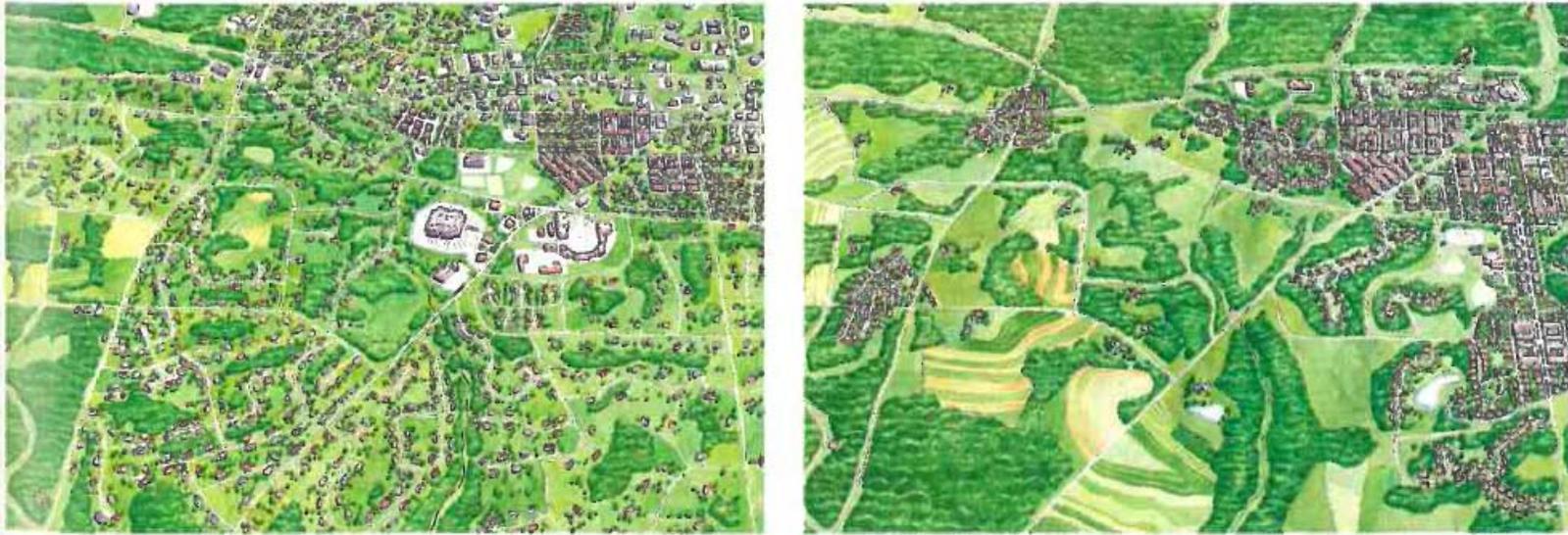


Figure 6-3: Two aerial perspective sketches in the Landscapes Plan of Chester County, Pennsylvania, contrast trend projections of continued sprawl (left) with the preferred approach of limiting new development to designated growth areas with walkable mixed uses and higher densities. The text of the plan, however, acknowledges the great difficulties involved in overcoming political obstacles to achieving this vision in a county where land-use decisions are made by 73 independent townships and boroughs. (Source: Chester County Planning Department 1996)

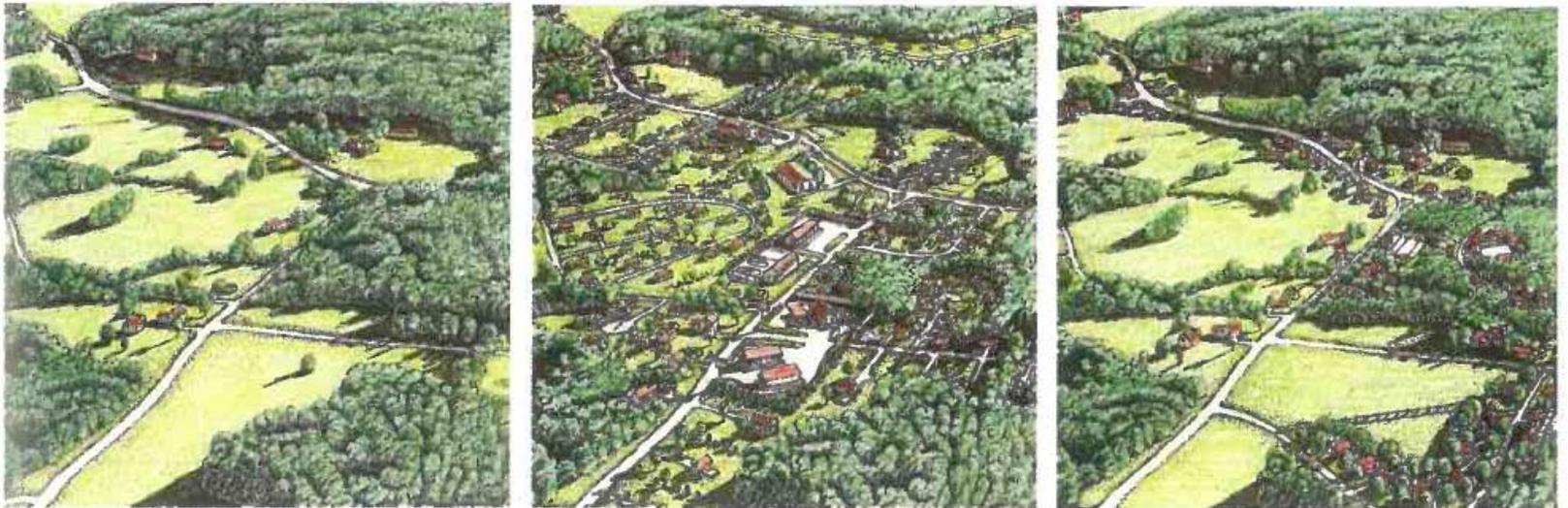


Figure 6-4: These three sketches, created by Dodson Associates, show how a predevelopment landscape (left) typically changes with conventional suburban two-acre zoning (center) and how that contrasts with a more compact development pattern (right) utilizing smaller village-scale lots and two-story mixed uses such as those found in older downtowns. (Source: Arendt 1994)

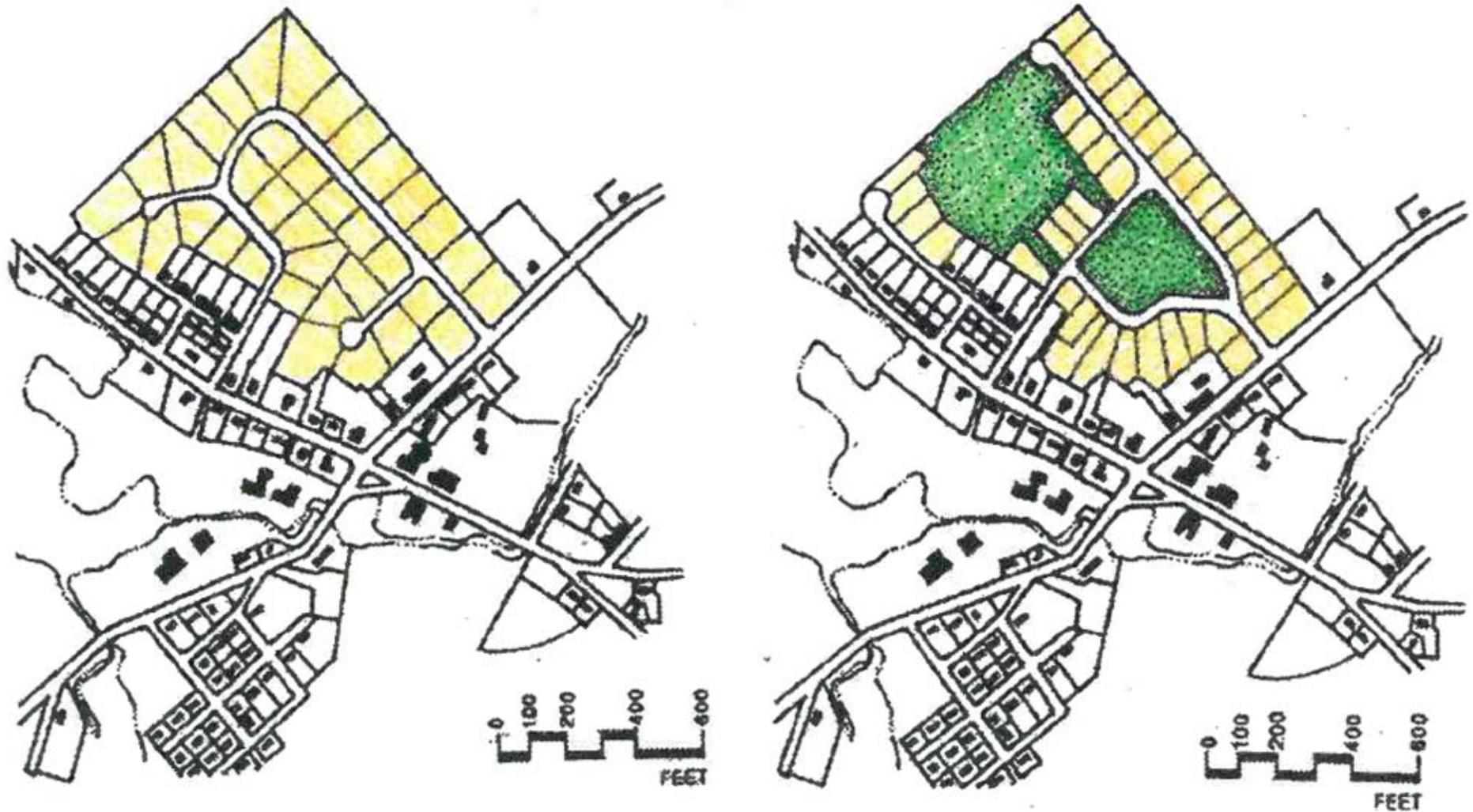


Figure 3-9: Two alternatives for expanding a mill village in Sutton, Massachusetts. On the left is a conventional subdivision with lots twice as large as in the historic village to which it is attached, a classic example of communities increasing minimum lot sizes inconsistent with the traditional community fabric. On the right, a revised plan, after rezoning to encourage more compact development with value-adding greens and playing fields, the same number of homes is accommodated, with lot dimensions more in keeping with those of the original, adjoining neighborhood. This example, designed by the author for the National Park Service, shows that lot dimensions can be easily reduced without loss of livability. (Sources: Arendt 1999 and Natural Lands Trust)



Figure 15-17: Although the developer's proposal for 21 three-acre lots and no open space (left) was consistent with existing zoning (which in fact did not allow any design innovations), local officials in Worcester Township north of Philadelphia commissioned the Natural Lands Trust to sketch an alternative plan based on the principles of conservation subdivision design. The trust's concept plan (right) contains 21 one-acre lots, most of which directly adjoin a 40-acre greenway that buffers a prolific trout stream and also connects two public open spaces. When the developer signaled his interest in the trust's plan, township officials directed their solicitor to draft zoning amendments allowing for this greener approach. (Sources: Randall Arendt and Natural Lands Trust)



Figure 17-9: Landowner compacts can be used at a wide range of densities, from urban and suburban to rural. In this example, in a community with two-acre zoning, the maximum yield of 18 lots is achievable on the western parcel because it is relatively flat and well-drained, while only 12 houses could be built on its eastern neighbor due to uneven terrain and variable soil conditions (left). By locating all 30 lots on the western parcel, the eastern one can remain completely free of development and can be preserved as habitat and parkland (right). The dark green areas in the western section depict a neighborhood park and a ballfield. (Source: Arendt 1994)



Figure 19-5: Predevelopment Situation and "Yield Plan." The land prior to development, shown on the left, consists of roughly 80 percent upland, almost equally divided between farmland and forest, with the remainder being wetlands and floodplains. The conventional layout of 72 house lots, shown on the right, also serves as a "yield plan," demonstrating the number of house lots the property would ordinarily support in a standard plat with no usable open space. (Source: Randall Arendt)

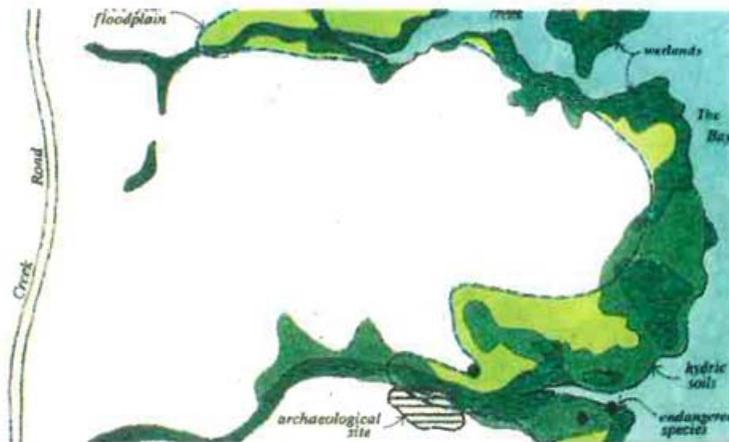


Figure 19-6: Step One, Identifying Primary and Secondary Conservation Areas. The first step in the design process involves identifying primary conservation areas, shown on the left, which are limited to wetlands, floodplains, and steep slopes. Secondary conservation areas, shown on the right, include those unprotected elements of the natural and cultural landscape that deserve to be spared from clearing, grading, and development. In this example, the mature upland forest habitat is of critical environmental importance, while the farmland's ecological value is negligible. Other preservation features include roadside viewsheds and an archaeological site. (Source: Randall Arendt)



Figure 19-7: Potential Development Areas and Step Two, Locating House Sites. Delineating conservation areas first automatically defines “potential development areas” (PDAs), in yellow, after accounting for primary and secondary conservation areas (Figure 19–6). These PDAs provide the land for siting individual house locations (shown on the right). For marketing and quality-of-life reasons, house lots should be placed at a respectful proximity to the conservation areas, with homes backing up to woodlands or hedgerows for privacy or possibly looking out onto a central common or wildflower meadow. Care must be taken to ensure that stormwater management or sanitary sewer facilities do not intrude into fragile conservation areas such as woodlands. In a full density plan, the number of house sites will be the same as that shown on the yield plan (72 in this example). (Source: Randall Arendt)

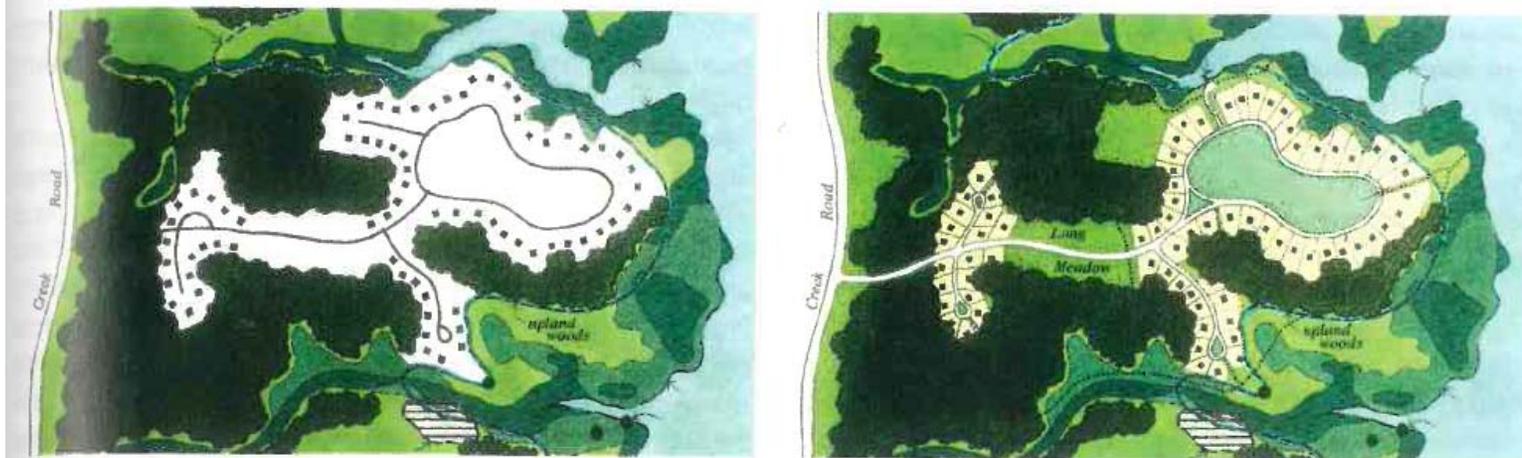


Figure 19-8: Step Three, Aligning Streets and Trails, and Step Four, Drawing in the Lot Lines. The third step, illustrated on the left, consists of tracing a logical alignment for local streets to access the 72 homes and for informal footpaths to connect various parts of the neighborhood, thus providing informal recreational space while building community among residents. The fourth and final step involves drawing in the lot lines (shown on the right), perhaps the least important part of the process. Other amenities include a neighborhood green and a community dock. Successful developers of such subdivisions know that most buyers prefer homes in attractive park-like settings and that views of protected open space enable them to sell lots or houses faster and at premium prices. These homes also tend to appreciate more in value, compared with those on lots in standard “cookie-cutter” developments offering neither views nor nearby open space. (Source: Randall Arendt)

the additional advantage of eliminating many of the conflicts that often arise between farmers and their immediate neighbors (complaints of manure aroma, dust, pesticide drift, tractor noise, and the like).

THE PONDS AT WOODWARD

Conserving a Working Orchard and Related Farm Buildings

Location: Kennett Pike, Mendenhall, Kennett Township, Chester County, Pennsylvania

Development Period: 1989–91

Site Designer: The Brandywine Conservancy, Chadds Ford, Pennsylvania

Developer: The Harlan Corporation, Bryn Mawr, Pennsylvania

The Ponds at Woodward in rural Kennett Township (population 7,565) is one of Pennsylvania's best examples of a conservation subdivision that protects working farmland—in this case, an apple and peach orchard. It also exemplifies how a land trust can help local government officials successfully deal with a challenging and unpopular development application.

With 57 homes set on 120 acres, including three small ponds, this project illustrates how a landowning family (in this case, two elderly brothers) can work with land trust staff experienced in site design to devise a solution and then to market their vision to developers who recognize the benefits of blending conservation and development. This collaboration led to the permanent protection of more than two-thirds of the property, including mature woodlands, an

orchard, and several ponds. Importantly, the family's economic return was substantially greater than a conventional layout would have yielded.

Based on the township's two-acre zoning, typical for semirural communities in Chester County, this land would normally have been subdivided into 57 two-acre house lots, but it was also eligible for a planned residential development (PRD) option allowing a four-fold increase in overall density. The two brothers asked the Brandywine Conservancy's planning staff for advice on alternatives to the 230-unit PRD proposed by potential developers, who had offered to pay \$800,000 (in the late 1980s) for their property. After studying the site, Conservancy staff proposed an alternative layout with more sensitivity to the property's special features, based on the normal two-acre density—but with the design flexibility afforded by the PRD standards.

A number of concerns were identified following discussions with the owners, neighbors, and township officials, including orchard maintenance, woodland protection, historic building preservation for the farmhouse and barn, and public viewshed buffers from Kennett Pike. These goals guided the location of conservation areas in the new layout.

Kennett Township officials offered \$50,000 to the brothers to help make the new layout financially more attractive to them, compared with the developer's offer based on a 230-unit PRD, assuming that the new 57-lot conservation design would generate less money. The new design, preserving more than two-thirds of the property, was actively marketed to developers. After interviewing five of them and looking at their previous projects, the



Figure 21-33: A working orchard occupies one-third of the site, and the original woodland remains untouched. Nearly every house backs up to such features or to the ponds. The public view from Route 52 (right) remains largely rural, with homes set back at least 500 feet for privacy. (Sources: Arendt 1999 and Natural Lands Trust)

Harlan Corporation of Bryn Mawr was selected. Interestingly, because several developers bid against each other for the property, the brothers received numerous offers, the best one being almost \$1.3 million. This was more than 60 percent higher than the previous offer for the 230-unit PRD. Even though the new plan involved only one-quarter of that density, the developers recognized that its infrastructure costs would be much lower and that its units would command much higher sales prices. As a result, the township's subsidy offer proved to be unnecessary.

An important lesson for planners is that conservancy staff utilized the flexibility of the PRD regulations to achieve their creative design objectives that would have otherwise been thwarted by the township's standard two-acre zoning, which did not allow the necessary lot size reductions. The landowner, developer, and local officials were all very pleased with the results. It should be noted that developers sometimes net larger profits when they build fewer but more profitable homes with open space, and with lower

infrastructure costs. The review process proceeded smoothly, with considerable community support for the proposal by neighbors, other residents, and officials (Arendt 1999).

In total, the development contains 31 detached single-family homes on lots measuring one-third to one-half acre, plus 24 large condominium units attached in groups of three, with about 9,000 square feet of land associated with each condo. The condos face onto open space both front and rear, as they are situated on a road with homes built on one side only. Their sale velocity was even higher than that for the detached houses, and they sold at prices three times higher than any condo had previously sold for in Kennett. Notably, the development produces other community benefits: the orchard has a popular "U-pick" operation, the farmhouse hosts a nursery school, an artisan sells his stained glass in an outbuilding, and a craftsman makes cabinets in the barn.

Wastewater is processed by passing through an engineered sand filter and is then absorbed by three subsurface



Figure 21-34: From the high point of the property, where the original farmhouse is located, fruit trees are visible at the base of the hill, with meadows buffering homes from the state road in the distance. Eighteen homes back up to three ponds, which footpaths circumnavigate. (Source: Randall Arendt)



Figure 21-35: Fourteen homes border the orchard where apple and peach trees bloom every spring. (Source: Randall Arendt)



Figure 21-36: A healthy, diverse 10-acre deciduous woodland (left) was designed around and entirely preserved. On the right, part of the apple orchard lies directly across the street from a group of homes overlooking one of the ponds behind them. Such “single-loaded” streets, which offer unobstructed views of the open space to all who drive, walk, bike, or jog along them, improve sales because they incorporate green vistas into the everyday experience of home owners and are not “less efficient,” as commonly thought by conventional-minded developers. Examining the site plan in Figure 21-33, it is clear that a conventional layout, with streets running through the orchard area, would have required longer roads and utility lines, costing more than this efficient design. (Source: Randall Arendt)

leaching fields located underneath meadows and grassy open space in one of the conservation areas. Drinking water and natural gas are supplied by regional utilities.

included beef cattle, thoroughbred horse breeding and boarding, and hay crops. Approximately 35 acres were traditionally leased to a neighbor farmer for corn and other

1 PLANNED DEVELOPMENT

- 2
- 3 a. The Planned Development (PD) option is intended to allow, with Township approval,
- 4 private or public development which is substantially in accord with the goals and
- 5 objectives of the Township Master Plan and Future Land Use Map.
- 6
- 7 b. The development allowed under this chapter shall be considered as an optional means
- 8 of development only on terms agreeable to the Township.
- 9
- 10 c. Use of the PD option will allow flexibility in the control of land development by
- 11 encouraging innovation through an overall development plan to provide variety in design
- 12 and layout; to achieve economy and efficiency in the use of land, natural resources,
- 13 energy and in the provision of public services and utilities; to encourage useful open
- 14 spaces suited to the needs of the parcel in question; and provide proper housing
- 15 including workforce housing, employment, service and shopping opportunities suited to
- 16 the needs of the residents of the Township.
- 17
- 18 d. It is further intended the Planned development may be used to allow nonresidential uses
- 19 of residentially zoned areas; to allow residential uses of nonresidential zoned areas; to
- 20 permit densities or lot sizes which are different from the applicable district and to allow
- 21 the mixing of land uses that would otherwise not be allowed; provided other community
- 22 objectives are met and the resulting development would promote the public health, safety
- 23 and welfare, reduce sprawl, and be consistent with the Acme Township Community
- 24 Master Plan and Future Land Use Plan Map.
- 25
- 26 e. It is further intended the development will be laid out so the various land uses and building
- 27 bulk will relate to one another and to adjoining existing and planned uses in such a way
- 28 that they will be compatible, with no material adverse impact of one use on another.
- 29
- 30 f. The number of dwelling units for the PD development shall not exceed the number of
- 31 dwelling units allowed under the underlying zoning district, unless there is a density
- 32 transfer approved by the Township.
- 33

34 **Definitions**

35 The term "Planned development" (PD) means a specific parcel of land or several contiguous
36 parcels of land, for which a comprehensive physical plan meeting the requirements of this Section,
37 establishing functional use areas, density patterns, a fixed network of streets (where necessary)
38 provisions for public utilities, drainage and other essential services has been approved by the
39 Township Board which has been, is being, or will be developed under the approved plan.

40
41 **Criteria for Qualifications**

42 To qualify for the Planned development option, it must be demonstrated that all the following criteria
43 will be met:

- 44
- 45 a. The properties are zoned R-1, R-2, R-3, A-1, MHN, C, CF, and B-4 Districts.
- 46
- 47 b. Any property that has been granted a special use permit for a Special Open Use under
- 48 Section 9.16.
- 49
- 50 b. The use of this option shall not be for the sole purpose of avoiding the applicable zoning
- 51 requirements. Any permission given for any activity or building or use not normally
- 52 allowed shall result in an improvement to the public health, safety and welfare in the area
- 53 affected.
- 54

Map requested

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- c. The PD shall not be used where the same land use objectives can be carried out by the application of conventional zoning provisions or standards. Problems or constraints presented by applicable zoning provisions shall be identified in the PD application.

- d. The Planned development option may be effectuated only when the proposed land use will not materially add service and facility loads beyond those considered in the Township Master Plan, and other public agency plans, unless the proponent can prove to the sole satisfaction of the Township that such added loads will be accommodated or mitigated by the proponent as part of the Planned development.

- e. The PD shall not be allowed solely as a means of increasing density or as a substitute for a variance request; such objectives should be pursued through the normal zoning process by seeking a zoning change or variance.

- f. The Planned development must meet, as a minimum, five (5) of the following objectives of the Township:
 - (1) To permanently preserve open space or natural features because of their exceptional characteristics or because they can provide a permanent transition or buffer between land uses.
 - (2) To permanently establish land use patterns which are compatible or which will protect existing or planned uses.
 - (3) To accept dedication or set aside open space areas in perpetuity.
 - (4) To provide alternative uses for parcels which can provide transition buffers to residential areas.
 - (5) To promote the goals and objectives of the Township Master Plan.
 - (6) To foster the aesthetic appearance of the Township through quality building design and site development, provide trees and landscaping beyond minimum requirements; the preservation of unique and/or historic sites or structures; and the provision of open space or other desirable features of a site beyond minimum requirements.
 - (7) To bring about redevelopment of sites where an orderly change of use or requirements is determined to be desirable.
 - (8) To promote the goals and objectives of the Acme Township Placemaking Plan and the US-31 and M-72 Business District zoning.
 - (9) To promote sustainable development especially on parcels with active farmland and orchards as defined by MCL 324.36201 (h).

1
2 **Uses Permitted**
3

- 4 a. A land use plan shall be proposed for the area to be included within the PD. The land
5 use plan shall be defined by the zoning ordinance districts that are most applicable to
6 the various land use areas of the PD.
7
8 b. Uses permitted and uses permitted subject to special approval in this Ordinance may be
9 allowed within the districts identified on the PD plan, except that some uses may be
10 specifically prohibited from districts designated on the PD plan. Alternatively, the
11 Township may allow uses not permitted in the district if specifically noted on the PD plan.
12 Conditions applicable to uses permitted subject to special approval shall be used as
13 guidelines for design and layout but may be varied by the Planning Commission provided
14 such conditions are indicated on the PD plan.
15

16 **Height, Bulk, Density and Area Standards**

17 The standards about height, bulk, density, and setbacks of each district shall be applicable within
18 each district area designated on the plan except as specifically modified and noted on the PD plan.
19

20 **Density Transfer**

21 Acme Township encourages flexibility in the location and layout of development, within the overall
22 density standards of this Ordinance. The Township therefore will permit residential density to be
23 transferred from one parcel (the "sending parcel") to another (the "receiving parcel"), as provided
24 below. For purposes of this Section, all sending parcel(s) and receiving parcel(s) shall be
25 considered together as one planned development parcel.
26

- 27 a. All density transfers require Special Use Approval from the Township Board, upon
28 recommendation from the Planning Commission as part of a PD application. A Special
29 Use Permit application for a density transfer shall be signed by the owners (or their
30 authorized representatives) of the sending and receiving parcels. The Special Use
31 Permit application shall show a proposed development plan for the receiving parcel
32 (subdivision and/or Site Plan) as well as density calculations for both the sending and
33 receiving parcels. In reviewing an application for density transfer, the Township shall first
34 determine the number of allowable residential dwelling units permitted on the receiving
35 parcel including any density bonuses allowed under this Ordinance. The Township shall
36 then determine the number of residential dwelling units available to transfer from the
37 sending parcel(s). The Township Board, upon recommendation from the Planning
38 Commission, may then grant a Special Use Permit allowing the transfer to the receiving
39 parcel of some or all of the allowable residential dwelling units from the sending parcel(s).
40 The sending parcel may not contain more than 10% wetlands.
41
42 c. The Township Board, upon recommendation from the Planning Commission shall not
43 approve any residential density transfer unless it finds that:
44
45 (1) All requirements for the granting of a Special Use Permit have been satisfied.
46
47 (2) The addition of the transferred dwelling units to the receiving parcel will not
48 increase the maximum allowable density by more than 50% and will not
49 adversely affect the area surrounding the receiving parcel.
50
51 (3) The density transfer will benefit the Township by protecting developable land
52 with conservation value on the sending parcel(s).
53
54 (4) The density transfer will be consistent with the sending and receiving zones
55 designated on the Township Zoning Map.
56

1 (5) The parcel receiving the density transfer will not exceed the land development
2 build out (buildings, parking, setbacks, open space, etc.) prescribed by the
3 zoning district of the property unless waived by the Planning Commission and
4 Board of Trustees.

5
6 (6) Sending parcel(s) satisfying the requirements this section shall be executed and
7 recorded in the office of the Register of Deeds, reducing the number of dwelling
8 units allowed to be constructed on the sending parcel(s) by the number of
9 dwelling units transferred. This reduction in density shall not prevent the owner
10 of the sending parcel from developing the remaining allowable dwelling units
11 under either an open space or conventional development plan, provided that all
12 open space requirements are satisfied. The land area subject to the land transfer
13 will remain perpetually in an undeveloped state by means of a conservation
14 easement, plat dedication, or other legal means that runs with the land, as
15 prescribed by the zoning ordinance, and approved by the Township.

16
17 **Submittal and Request for Qualification**

18
19 a. Any person owning or controlling land in the Township may make application for
20 consideration of a Planned development. Such application shall be made by presenting
21 a request for a preliminary determination to whether a parcel qualifies for the PD option.

22
23 b. A request shall be submitted to the Township. The submission shall include the
24 information required below.

25
26 c. Based on the documentation presented, the Planning Commission shall make a
27 preliminary determination about whether a parcel qualifies for the PD option under the
28 Criteria for Qualification. The submittal must include:

29
30 (1) Proof the criteria set forth in the Criteria for Qualification section above, are or
31 will be met.

32
33 (2) A schematic land use plan containing enough detail to explain the role of open
34 space; location of land use areas, streets providing access to the site, pedestrian
35 and vehicular circulation within the site; dwelling unit density and types; and
36 buildings or floor areas contemplated, as applicable.

37
38 (3) A plan to protect natural features or preservation of open space or greenbelts.

39
40 (4) The Planning Commission shall review the applicant's request for qualification.
41 If approved, the applicant may then continue to prepare a PD Plan on which a
42 final determination will be determined.

43
44 **Submittal of the PD Plan and Application Materials**

45 The application, reports, and drawings shall be filed in paper and digital format. All drawings shall
46 be provided to the Township in the most recent release of AutoCad™. Other graphics and exhibits,
47 text and tabular information shall be provided in Adobe Acrobat™ "pdf" format. All digital submittals
48 shall be provided to the Township on CD disc format.

49
50 a. Submittal of Proposed PD Plan. An application shall be made to the Township for review
51 and recommendation by the Planning Commission of the following:

52
53 (1) A boundary survey of the exact acreage prepared by a registered land surveyor
54 or civil engineer (scale not smaller than one inch equals one hundred (100) feet
55 or less if approved by the Township.

Strike "in the most recent release of AutoCad".
Insert "digitally in a format requested by the Township"

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- (2) A topographic map of the entire area at a contour interval of not more than two feet. This map shall show all major stands of trees, bodies of water, wetlands and unbuildable areas (scale: not smaller than one inch equals one hundred (100) feet) or less if approved by the Township.

- (3) A proposed development plan showing the following at a scale no smaller than one-inch equals one hundred (100) feet or less if approved by the Township, including, but not limited to the following:
 - (a) Land use areas represented by the zoning districts listed as A-1, R-1, R-2, R-3, B1S, B-2, B-3, and B-4 of this Ordinance.
 - (b) Vehicular circulation including major drives and location of vehicular access including cross sections of public streets or private places.
 - (c) Transition treatment, including minimum building setbacks to land adjoining the PD and between different land use areas within the PD.
 - (d) The general location of nonresidential buildings and parking areas, estimated floor areas, building coverage and number of stories or height.
 - (e) The general location of residential unit types and densities and lot sizes by area.
 - (f) Location of all wetlands, water and watercourses, proposed water detention areas and depth to groundwater.
 - (g) The boundaries of open space areas that are to be preserved or reserved and an indication of the proposed ownership.
 - (h) A schematic landscape treatment plan for open space areas, streets and border/transition areas to adjoining properties.
 - (i) A preliminary grading plan, showing the extent of grading and delineating any areas, which are not to be graded or disturbed.
 - (j) A public or private water distribution, storm and sanitary sewer plan.
 - (k) A written statement explaining in detail the full intent of the applicant, showing dwelling units types or uses contemplated and resultant population, floor area, parking and supporting documentation, including the intended schedule of development.

- (4) A market study, traffic impact study, and /or environmental impact assessment, if requested by the Planning Commission or Board of Trustees.

- (5) A pattern book or design guidelines manual if requested by the Planning Commission or Board of Trustees.

Preliminary Approval of Planned development

1 (1) Planning Commission Review of Proposed PD Plan:
2

3 (a) The Planning Commission shall hold a public hearing on the PD plan
4 and shall give notice as provided in Section 8.1.2 (3).
5

6 (b) After the public hearing, the Planning Commission shall report its
7 findings and recommendation to the Board. The Planning Commission
8 shall review the proposed PD plan and make a determination about the
9 proposal's qualification for the PD option and for adherence to the
10 following objectives and requirements:
11

12 1. The proposed PD adheres to the conditions for qualification of
13 the PD option and promotes the land use goals and objectives
14 of the Township.
15

16 2. All applicable provisions of this Chapter shall be met. If any
17 provision of this Chapter shall be in conflict with the provisions
18 of any other section of this chapter, the provisions of this Section
19 shall apply to the lands embraced within a PD area.
20

21 3. There will be at the time of development, an acceptable means
22 of disposing of sanitary sewage and of supplying the
23 development with water and the road network, storm water
24 drainage system, and other public infrastructure and services
25 are satisfactory.
26

27 **Final Approval of Planned development**
28

29 a. On receiving the report and recommendation of the Planning Commission, and after a
30 public hearing, the Board shall review all findings. If the Board shall decide to grant the
31 application, it shall direct the Township attorney to prepare a contract setting forth the
32 conditions on which such approval is based. Once the contract is prepared it shall be
33 signed by the Township and the applicant.
34

35 b. The agreement shall become effective on execution after its approval. The agreement
36 shall be recorded at the Grand Traverse County Register of Deeds office.
37

38 c. Once an area has been included with a plan for PD and the Board has approved such
39 plan, no development may take place in such area nor may any use of it be made except
40 under such plan or under a Board-approved amendment, unless the plan is terminated.
41

42 d. An approved plan may be terminated by the applicant or the applicant's successors or
43 assigns, before any development within the area involved, by filing with the Township
44 and recording in the County records an affidavit so stating. The approval of the plan shall
45 terminate on such recording.
46

47 e. No approved plan shall be terminated after development begins except with the approval
48 of the Board and of all parties in interest in the land.
49

50 f. Within one year following approval of the PD contract by the Board, final plats or site
51 plans for an area embraced within the PD must be filed as provided. If such plats or plans
52 have not been filed within the one-year period, the right to develop under the approved
53 plan may be terminated by the Township.
54

55 **Submission of Final Plat, Site Plans; Schedule for Completion of PD**
56

1 Before any permits are issued for the PD, final plats or site plans and open space plans for a project
2 area shall be submitted to the Township for review and approval by the Planning Commission, and
3 where applicable the Township Board, of the following:

- 4
- 5 a. Review and approval of site plans shall comply with **Article VIII** as well as this Section
6 except as otherwise modified in the approved plan. Review and approval of plats shall
7 comply with **Section 5.7** of Article V of the Township Ordinance as well as the
8 requirements of this Section.
- 9
- 10 b. Before approving of any final plat or plan, the Planning Commission shall decide that:
- 11
- 12 (1) All portions of the project area shown on the approved plan for the PD for use
13 by the public or the residents of lands within the PD have been committed to
14 such uses under the PD contract;
- 15
- 16 (2) The final plats or site plans are in conformity with the approved contract and plan
17 for the PD;
- 18
- 19 (3) Provisions have been made under the PD contract to provide for the financing
20 of any improvements shown on the project area plan for open spaces and
21 common areas which are to be provided by the applicant and that maintenance
22 of such improvements is assured under the PD contract.
- 23
- 24 (4) If development of approved final plats or site plans is not substantially completed
25 in three years after approval, further final submittals under the PD shall stop until
26 the part in question is completed or cause can be shown for not completing
27 same.
- 28
- 29 c. The applicant shall be required, as the planned development is built, to provide the
30 Township with "as built" drawings in both paper and digital format.

Need to verify
if Article VIII
and Section
5.7 of Article V
are the right
sections to
point to.

31

32 **Fees**

33 Fees for review of PD plans under this Section shall be established by resolution of the Township
34 Board.

Fees need to
be established

35

36 **Interpretation of Approval**

37 Approval of a PD under this Section shall be considered an optional method of development and
38 improvement of property subject to the mutual agreement of the Township and the applicant.

39

40 **Amendments to PD Plan**

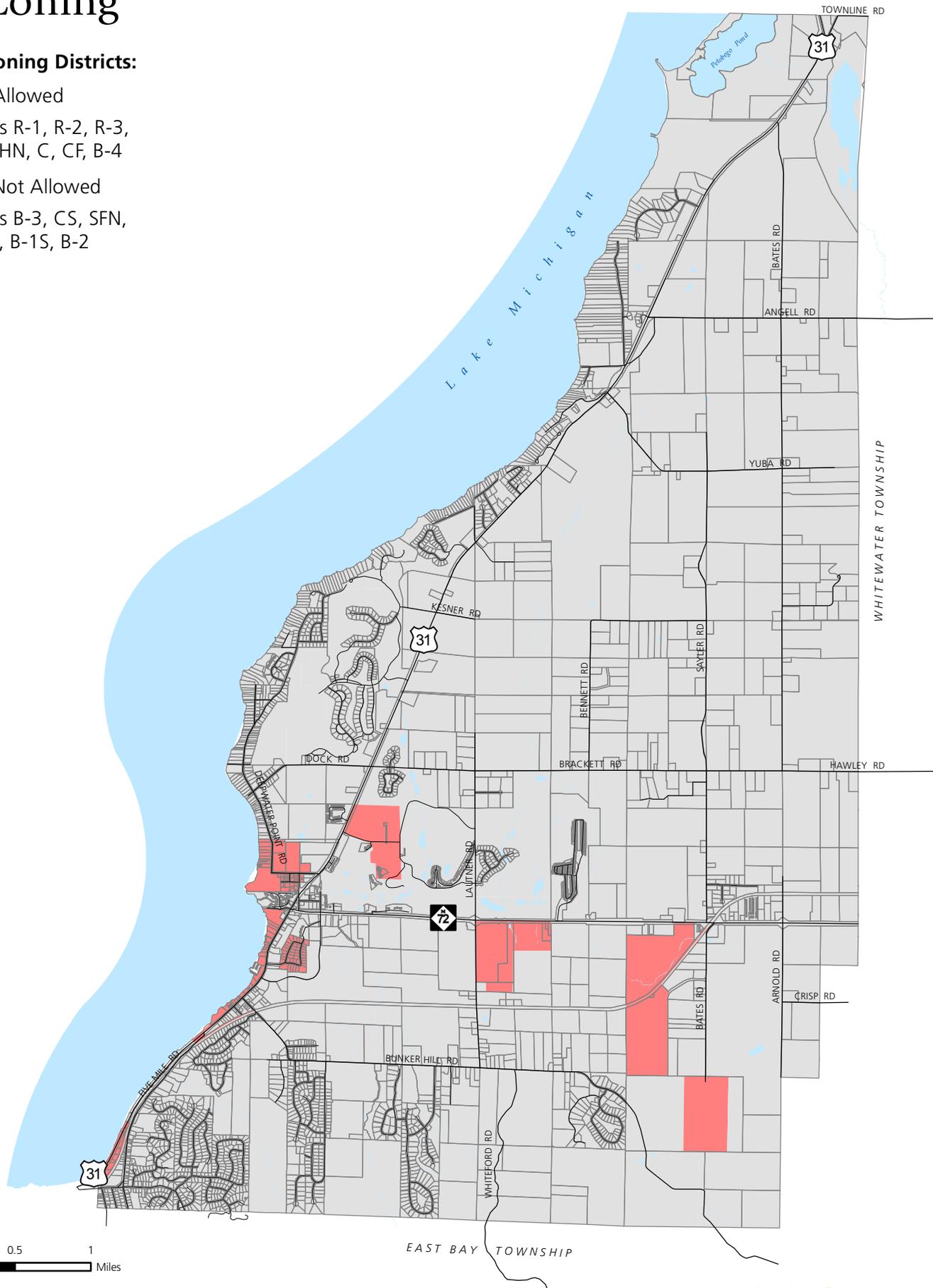
41 Proposed amendments or changes to an approved PD plan shall be presented to the Planning
42 Commission. The Planning Commission shall decide whether the proposed modification is of such
43 minor nature as not to violate the area and density requirements or to affect the overall character
44 of the plan, and in such event may approve or deny the proposed amendment. If the Planning
45 Commission decides the proposed amendment is material in nature, the Planning Commission and
46 Township Board shall review the amendment under the provisions and procedures of this Chapter
47 as they relate to final approval of the Planned development.

ACME TOWNSHIP PUD Zoning

Data Source: Acme Township

Regulated Zoning Districts:

- PUD - Allowed
Includes R-1, R-2, R-3, A-1, MHN, C, CF, B-4
- PUD - Not Allowed
Includes B-3, CS, SFN, R-1MH, B-1S, B-2





Site Plan Review

6042 Acme Road | Williamsburg, MI | 49690

Phone: (231) 938-1350 | Fax: (231) 938-1510 | www.acmetownship.org

Date: 12.07.2015

From: Shawn Winter, Zoning Administrator
To: Karly Wentzloff, Chairperson
ACME TOWNSHIP PLANNING COMMISSION
6042 Acme Road
Williamsburg, MI 49690

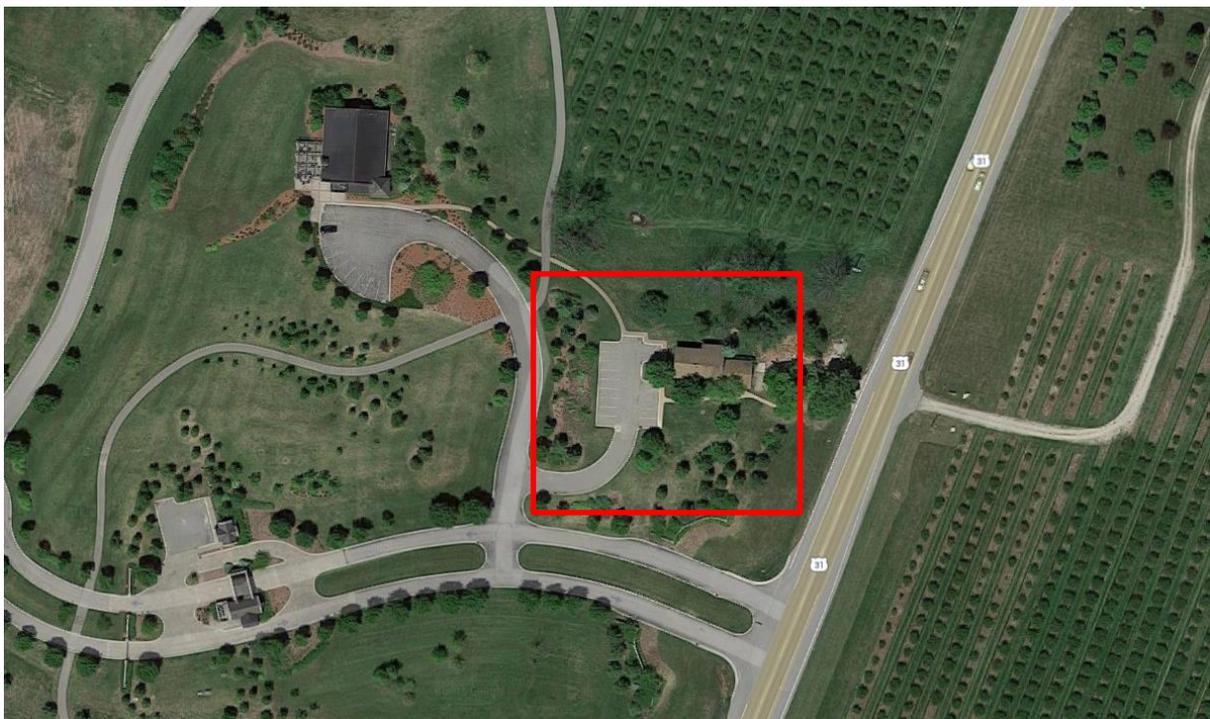
Project: LochenHeath Golf Club Cottage
4465 Heath Dr, Williamsburg, MI 49690

Request: Site Plan Review, Special Use Permit Minor Amendment 2015-04

SECTION 1: Background

General Description -

Converting an existing residential building that was formerly used as an administration/sales office into a golf course cottage for members and their guests. The project will include a second-story addition above an attached garage, two window dormer additions, a brick patio, and interior work to convert the existing structure to a six bedroom cottage. The location of the property is illustrated below:





Site Plan Review

6042 Acme Road | Williamsburg, MI | 49690

Phone: (231) 938-1350 | Fax: (231) 938-1510 | www.acmetownship.org

Applicant - James Maitland, LochenVest, LLC
7951 Turnberry Circle, Williamsburg, MI 49690

Owner - LochenVest, LLC dba LochenHeath Golf Club
7951 Turnberry Circle, Williamsburg, MI 49690

Engineers - Gourdie-Fraser (Site Plan)
123 W Front St, Traverse City, MI 49684

Grand Bay Building and Remodeling (Building Plan)
6433 S West Bayshore Dr, Traverse City, MI 49684

Property - LochenHeath Golf Club
4465 Heath Dr, Williamsburg, MI 49690 (subject location)
232 acres
28-01-223-001-04

Zoning - Subject Property: A-1 Agricultural

Neighboring	North: R-2 One-Family Urban Residential
Properties:	South: A-1 Agricultural
	East: A-1 Agricultural
	West: R-2 One-Family Urban Residential

Project History (permits and approvals related to the golf course development)

98-10P Planned Unit Development (PUD) Special Use Permit (SUP)

- 18 hole golf course and 88 homes on 270 acres

99-12P – Amendment to 98-10P

- 11,941 sq. ft. Clubhouse, two restroom facilities, a pump house, a turn grill/restroom facility, bus/mailbox shelter

2005-05P – Amendment to 98-10P

- Relocation of Hole #6

2007-03P – Minor Amendment

- Change layout of Holes #11 and #12

SECTION 2: Submitted Materials

1. Drawings (one set of 24" x 36" prints, eleven sets of 11" x 17" prints):
 - Sheet 1 of 5: overall site plan
 - Sheet 2 of 5: left and right elevations
 - Sheet 3 of 5: rear and front elevations
 - Sheet 4 of 5: remodeled main floor plan
 - Sheet 5 of 5: additional floor plans



Site Plan Review

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2. Additional application materials submitted:
 - Special Use Permit/Site Plan Review application and fee
 - Escrow Policy acknowledgement and fee
 - Project narrative
 - Owner Authorization letter
 - List of existing clubs/courses with different lodging options throughout Michigan

SECTION 3: Zoning Ordinance Compliance

9.13 GOLF COURSES AND COUNTRY CLUBS

9.13.1 REQUIREMENTS:

Golf courses and country clubs are allowed in designated Zoning Districts by special use permit, subject to the following requirements:

- a. The site area shall be 50 acres or more and shall have its main ingress and egress from a major thoroughfare.
(SATISFIED: existing golf course and amenities on 232.86 acre parcel, approved originally through PUD/SUP 98-10P)
- b. All structures and off-street parking areas shall not be less than 200 feet from any abutting property in the Residential Zoning Districts.
(SATISFIED: nearest Residential Zoning District approximately 3,000 ft to the west-southwest)
- c. Whenever a swimming pool is to be provided, said pool shall be located at least 100 feet from abutting property in the Residential Zoning Districts and shall be enclosed with a protective fence six feet in height, with an entry limited by means of a controlled gate.
(NOT APPLICABLE: no swimming pool on site or proposed)

Agency Reviews

1. GT County Health Dept. (well/septic) – not applicable, private system
2. GT County Dept. of Public Works (sewer) – not applicable, private system, future benefit established
3. Soil Erosion and Sedimentation Control – no permit needed, determination form attached
4. GT Metro Emergency Services Authority – approved to move forward, email correspondence attached



Site Plan Review

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5. GT County Sheriff's Dept. – not applicable
6. GT County Road Commission – not applicable, no changes to curb cut/traffic generation
7. MDOT – not applicable, no changes to curb cut (entrance off internal road) or increased traffic generation
8. MDEQ – not applicable, existing structure with no wetlands in vicinity
9. Storm Water Review – not applicable, internal system utilizing underground drain pipes and retention ponds previously reviewed, not adding additional impervious surface or storm water run-off to system

Standards for Site Plan Review:

Item	Standard	Finding
1.	That the applicant may legally apply for site plan review.	The Applicant has been authorized to apply by the Chairman of the Board for the LochenVest LLC dba LochenHeath Golf Club
2.	That all required information has been provided.	Satisfied
3.	That the proposed development conforms to all regulations of the zoning district in which it is located and all other applicable standards and requirements of this ordinance, including but not limited to all supplementary regulations.	The proposed use conforms to development approved through a previous PUD/SUP and §9.13 "Golf Course and Country Clubs"
4.	That the plan meets the requirements of Acme Township for fire and police protection, water supply, sewage disposal or treatment, storm, drainage, and other public facilities and services.	Satisfied
5.	That the plan meets the standards of other governmental agencies where applicable, and that the approval of these agencies has been obtained or is assured.	Satisfied
6.	That natural resources will be preserved to a maximum feasible extent, and that areas to be left undisturbed during construction shall be so indicated on the site plan and at the site per se.	Satisfied – the building and infrastructure are already existing
7.	That the proposed development property respects floodways and flood plains on or in the vicinity of the subject property.	Satisfied – the proposed use will not take place in a floodway/plain



Site Plan Review

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8.	That the soil conditions are suitable for excavation and site preparation, and that organic, wet, or other soils which are not suitable for development will either be undisturbed, or modified in an acceptable manner.	Satisfied – no SESC permit is needed. Very little ground disturbance: 20' x 20' brick patio, and converting former gravel driveway to grass
9.	That the proposed development will not cause soil erosion or sedimentation problems.	Satisfied – no SESC permit is needed. Very little ground disturbance: 20' x 20' brick patio, and converting former gravel driveway to grass
10.	That the drainage plan for the proposed development is adequate to handle anticipated storm water runoff, and will not cause undue runoff onto neighboring property or overloading of water courses in the area.	Satisfied – the storm water system has been engineered and constructed as part of the LochenHeath development project. Snow is stored on site around the parking lot, or moved to a central location
11.	That grading or filling will not destroy the character of the property or the surrounding area, and will not adversely affect the adjacent or neighboring properties.	Satisfied – no grading or filling is proposed.
12.	That structures, landscaping, landfills or other land uses will not disrupt air drainage systems necessary for agricultural uses.	Satisfied – not located in an airshed
13.	That phases of development are in a logical sequence, so that any one phase will not depend upon a subsequent phase for adequate access, public utility services, drainage, or erosion control.	Satisfied – no phases are proposed
14.	That the plan provides for the proper expansion of existing facilities such as public streets, drainage systems, and water and sewage facilities.	Satisfied – existing private water and sanitary sewer in place. Benefit established for future sanitary sewer hook-up. Storm water drainage system in place. Private street network already established.
15.	That landscaping, fences or walls may be required when appropriate to meet the objectives of this Ordinance.	Satisfied – property previously landscaped. Applicant has agreed to provide additional landscape screening between house and US-31 utilizing native species (not reflected in site plan drawings)
16.	That parking layout will not adversely affect the flow of traffic within the site, or to and from the adjacent streets.	Satisfied* – parking lot and connection to interior street network already existing.
17.	That vehicular and pedestrian traffic within the site, and in relation to streets and sidewalks serving the site, shall be safe and convenient.	Satisfied – parking lot does not allow through traffic. Existing golf cart paths will not be effected by the proposed use.



Site Plan Review

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18.	That outdoor storage of garbage and refuse is contained, screened from view, and located so as not be a nuisance to the subject property or neighboring properties.	Satisfied – no dumpster at the cottage location. Refuse will be picked up and contained at a central location on the property.
19.	That the proposed site is in accord with the spirit and purpose of this Ordinance, and not inconsistent with, or contrary to, the objectives sought to be accomplished by this Ordinance and the principles of sound planning.	Satisfied

** Parking requirements were calculated using §7.5.3(c)(11) "Motels, hotels, tourist homes". The maximum allowed parking for this use is one space per room, plus one space per 400 ft² of floor area. Based on six rooms and 3,000 ft² the maximum allowed spaces is 14, and the site plan shows 15 total, one of which is a barrier-free space. It is recommended to accept the 15 spaces since the parking lot is previously existing, curbed and part of the storm water drainage system, and keeping in mind that many of the guests will also be driving and parking golf carts at the cottage.*

SECTION 4: Summary

Summary of Review:

The proposed PUD/SUP Minor Amendment would allow the conversion of an original two-story single-family home into a golf course cottage for members and their guests at LochenHeath Golf Club. The subject property was part of the original PUD application and was at one time used as an administration and sales office. Currently the building sits vacant.

Converting the property into a golf course cottage will create very little land disturbance. The attached garage was previously remodeled into interior living space. Exterior improvements include two dormers, one each on the north and south sides, and a second-story addition over the former garage which will another 120 ft² of living space. The end result will be a 3,000 ft² golf course cottage consisting of 6 bedrooms, 6 ½ bathrooms (private bathroom in each room), a residential-grade kitchen, and a 20' x 20' brick patio addition approximately 25 feet north of the building's northeast corner. A former gravel driveway off of US-31 will be replaced with grass and the applicant has agreed to provide additional native plant/tree screening in the location of the driveway (see recommendations in Suggested Motion below). Exterior lighting will be of residential nature and will consist of porch lighting with cut-off shielding (§7.8.3(b)(1)) and parking lot lighting equipped with motion sensors (7.8.3(b)(3)).

The cottage will be able to sleep a maximum of 16 people, however, a more typical number would be around eight primarily on weekends between April and October. The majority of the meals will be prepared and consumed at the golf course's restaurant, with existing staff managing the check-in and registration procedures. Since most of the guests will be golf course patrons who will be given golf carts for their stay the increase in traffic generation will be minimal. There will be no new driveway entrances or signage along US-31.

Zoning Ordinance §9.13 "Golf Courses and Country Clubs" is rather thin and not very prescriptive. The conditions that are presented have been met by the LochenHeath Golf course through previous approvals, and the use of the existing building for a golf course cottage meets



Site Plan Review

6042 Acme Road | Williamsburg, MI | 49690

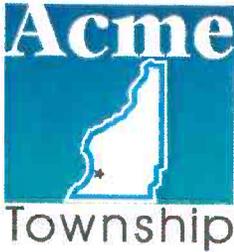
Phone: (231) 938-1350 | Fax: (231) 938-1510 | www.acmetownship.org

the definition of a structure. The use that is proposed in this Minor Amendment is fitting with the nature of golf courses and the amenities they provide. Specifically, cottages or lodging options are becoming increasingly popular in the industry as is indicated in the attached list of courses/clubs in the region that provide this service. The cottage will be a low-intensity use designed primarily to accommodate guests that will patronizing the golf club. Furthermore, the proposed use activates an existing vacant structure that fits this purpose with essentially no land disturbance or impact to neighboring property owners. Based on the facts presented in this Site Plan Review it is recommend that the Planning Commission approve SUP 2015-04 Minor Amendment to PUD/SUP 98-10P with the conditions provided below in the suggested motion.

Suggested Motion:

Motion to approve the PUD/SUP 2015-04 Minor Amendment with Site Plan Review subject to completion, submission and approval by the Zoning Administrator/Planner of the following:

1. Updated site plan to include:
 - a. Removal of dumpster
 - b. The location and species of two trees (canopy or evergreen) and 10 small shrubs along the US-31 right-of-way between the existing beech trees where the driveway is to be removed (**§7.5.6(e)**)
 - c. Correction of the compass arrow direction
 - d. Stamped/sealed by engineer
 - e. Date of final revision
2. The final approved set of site plan drawings to be signed by the Chairperson of the Acme Township Planning Commission and the Applicant or their designated representative.



Special Use Permit/Site Plan Review Application

Township of Acme, Grand Traverse County, Michigan

6042 Acme Road, Williamsburg, MI 49690

Phone: (231) 938-1350 Fax: (231) 938-1510 Web: www.acmetownship.org

Zoning Administrator: Shawn Winter Email: swinter@acmetownship.org

Owner/Applicant Information (please type or print clearly):

Name: Lochen Vest LLC dba LocherHeath Golf Club Phone: 231-938-9800

Mailing Address: 7951 Turnberry Circle

City: Williamsburg State: MI Zip: 49690

Email Address: Kevin.O'Brien@LochenHeath.com

A. Property Information:

1. Address: 4465 Heath Drive Williamsburg MI 49690

2. Parcel Number/Property Description: 28-01-223-001-04

3. Current Zoning of Property: PUO

4. If this project is one phase of a larger development and/or property subject to an existing/previous Site Plan Review, Special Use Permit, or Variance, what is/are the applicable permit number(s)?

5. Provide proof of current property ownership. If applicant is not the current property owner, also provide written permission to act as agent of, and complete contact information for the current property owner.

6. Proposed Use/Change to Property Remodeling of existing single family home into a Golf Cottage, located on LocherHeath golf property consisting of approx 200 Ac.

7. Estimated Start and Completion Dates: Start early 2016, completed during 2016

Application Number: _____

B. Application Packet Requirements: REFER TO ACME TOWNSHIP ZONING ORDINANCE AND COMPLETE ATTACHED CHECKLIST

C. Fees: Include initial fee as required by the Acme Township Ordinance #2004-01

D. Fee Escrow Policy Acknowledgement: Provide completed and signed form with initial escrow fee deposit.

E. Affidavit: The undersigned affirms that he/she is the Agent (owner, agent, lessee, or other interested party) involved in this petition and that the foregoing answers, statements and information are in all respects true and, to the best of his/her knowledge, correct. By making this application, the undersigned grants all officials, staff and consultants of Acme Township access to the subject property as required and appropriate to assess site conditions in support of a determination as to the suitability of the proposed project and/or current or future Special Use Permit and Zoning Ordinance compliance.

Signed:  Date: 2 Oct 2015

FOR TOWNSHIP USE ONLY

Application Number: _____

Date Received: _____

Public Hearing/Meeting: _____

Date of Advertising: _____

T&A Account: _____

NOTES:



Application Checklist – Acme Township: Site Plan Review and Special Use Permit

1. Attached
2. Attached
3. The proposed cottage will be located in an existing structure formerly used as a sales office and administrative office for LochenHeath Golf Club, before that it was a single family home and is currently unoccupied. The facility will be available for overnight stays for groups of golfers playing the LochenHeath Golf Course, LochenHeath members and visiting guests of our members. Most functions will be done by existing staff including check-in, cleaning, and food service. The guests will probably generate no additional traffic because in most cases they would already be using the golf course. In some cases, they may be provided onsite golf carts for use during their stay. In which case they will generate less onsite automobile traffic. Likely usage would be a group of golfers who check in at the Golf Shop, play a round of golf, eat locally or at the Club restaurant, spend the night and check out the next day after another round of golf.
4. This building was existing at the time of the original application for LochenHeath Golf Club.
5. This building is close to the main entrance of LochenHeath Golf Club; existing landscaping will be used and additional landscaping will conform to Acme Township landscape amendment 33. Use of native plant material and additional screening will be placed between the golf cottage and US-31 in the location of the former driveway access. All traffic will enter at the existing main entrance drive.
6. The building is a quad-level of 3000 square feet consisting of 6 bedrooms, 6 ½ bathrooms, a laundry room and a common area with kitchen and lounge area. The bedrooms all have private baths and range in size from 300 to 460 square feet. One of the bedrooms is in the former garage which was converted to living space in an earlier remodeling. The kitchen will be residential grade and is anticipated that most meals will be at the LochenHeath Restaurant. The only addition will be a 120 square foot push out on the upper floor over an existing roof and an enlargement to patio with enclosure of the patio area. Most usage will be during the golf season from April to October. The maximum capacity could be 16 people, but typical usage would be 8 people.
7. Exterior lighting will be typical residential front door fixtures and porch lighting. All lighting will meet township and exterior lighting requirements. The lighting facing the parking area will have motion sensors.



8. N/A
9. Storm water retention is currently in place and approved as part of the original paved parking plan for this structure. Storm water is directed to a retention pond by an existing underground piping and connected to the main entrance drive system. The removal and grassing of the unused gravel drive will create additional water absorption area.
10. An existing paved parking area has 15 spaces more than is required by ordinance.
11. No cross access easements are needed for this proposed use.
12. No Roadside signage will be added, internal directional signs will be added within LochenHeath facility grounds.



Golf Clubs and golf courses with lodging in Michigan in 2015

Below is a list of a small sampling of golf courses (Private and Public) that have lodging on site and the type of lodging at each facility. All the other golf resorts in Michigan obviously have various forms of lodging which are not listed.

- **True North Golf Club** in Harbor Springs (Private) has five cottages
- **Kingsley Club** in Kingsley (Private) has at least four cottages
- **Forest Dunes Golf & CC** in Roscommon (Public) has a lodge which is a 14 room hotel
- **Tullymore Golf Resort** in Stanwood (Public) has a hotel, condos, a lodge, cottages and homes
- **Crystal Mountain Resort** in Thompsonville (Public) has a hotel, bungalows, condos, cottages and townhomes
- **A-Ga-Ming Golf Resort** in Kewadin (Public) has condos, townhouses, and cabins
- **Arcadia Bluffs Golf Club** in Arcadia (Public) has a lodge in their clubhouse along with cottages
- **Lost Dunes Golf Club** in Bridgeman which is in SW Michigan (Private) has five cabins



September 30, 2015

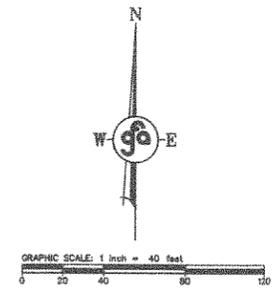
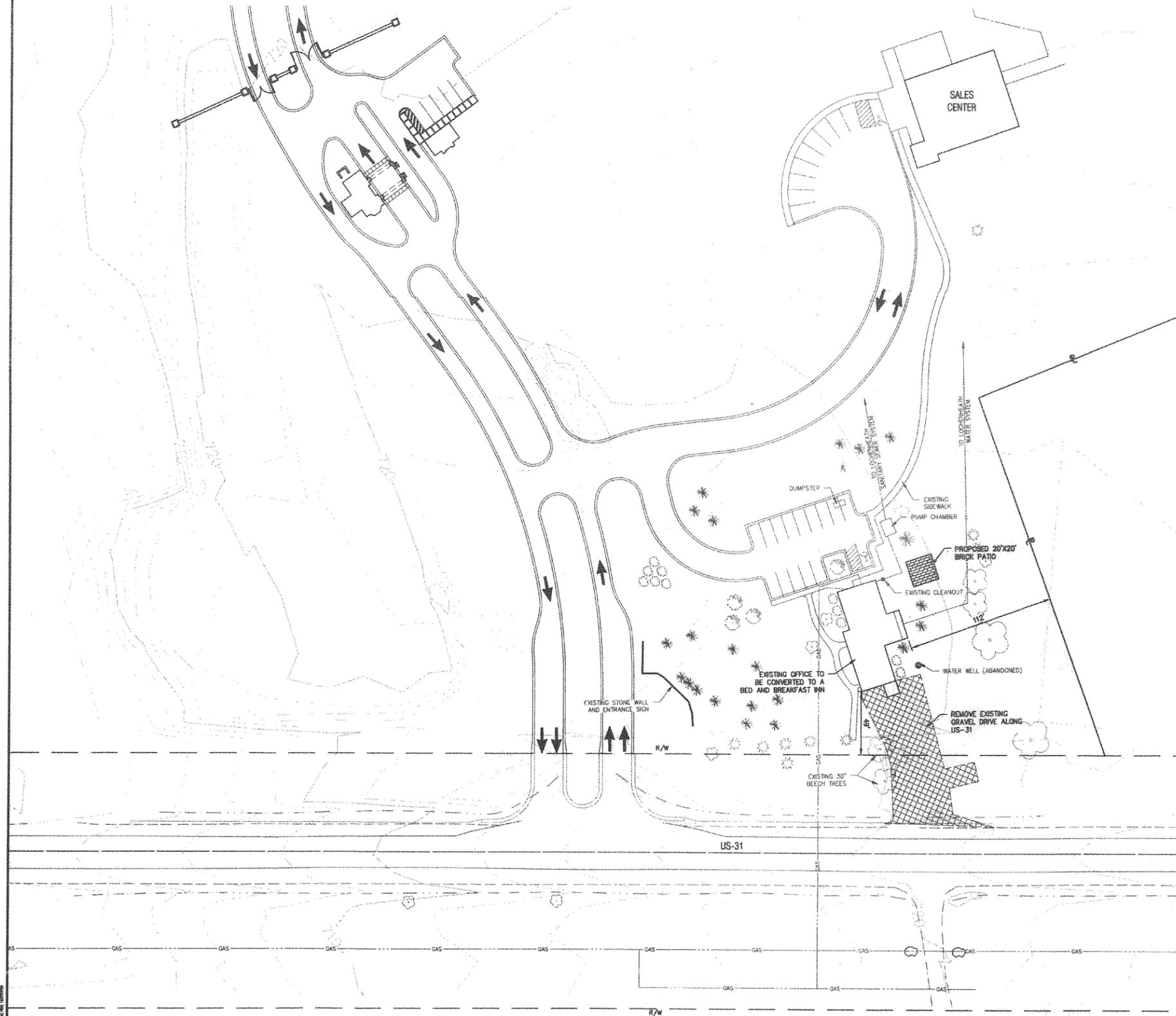
To Whom It May Concern:

LochenVest LLC dba LochenHeath Golf Club has appointed James E. Maitland as their agent in regards to acquiring a Special Use Permit/Site Plan Approval from the Acme Township, Grand Traverse County, Michigan. James E. Maitland has been granted authority to act and speak on behalf of LochenVest LLC, dba LochenHeath Golf involving this petition.

Sincerely,

A handwritten signature in black ink, appearing to be "Brent Maitland", written over a light grey scribble.

Brent Maitland
Chairman of the Board
LochenVest LLC dba LochenHeath Golf Club
630.235.9696



Legend

⊙	TANK COVER	N	NORTH
⊙	ELECTRICAL PANEL	S	SOUTH
⊙	GUARD POST	E	EAST
⊙	FLAG POLE	W	WEST
⊙	FLOOD LIGHT	°	DEGREES
⊙	CATCH BASIN	'	FEET OR MINUTES
⊙	TEST LEAD	"	INCHES OR SECONDS
⊙	LIGHT POLE	Sq	SQUARE FEET
⊙	CLEANOUT	Fl	FEET
⊙	MANHOLE	Vol	VOLUME
⊙	ELEC. TRANSFORMER	Pg	PAGE
⊙	FIRE HYDRANT	O.R.	OFFICIAL RECORD
⊙	MAILBOX	Calc.	CALCULATED RECORD
⊙	SIGN	Rec.	RECORD
⊙	UTILITY POLE	R/W	RIGHT OF WAY
⊙	TELE. RISER	C/L	CENTERLINE
⊙	FOUND IRON	T	TITLE
⊙	FOUND MONUMENT	P	PROPERTY LINE
⊙	SECTION CORNER LABEL		
⊙	SOIL BORING		
⊙	REMOVAL LIMITS		

SITE NOTES:

- PARKING**
UTILIZE EXISTING
13 SPACES AND 1 BARRIER FREE
- WATER SUPPLY**
CONNECTED TO LOCHENHEATH WATER SYSTEM
- SANITARY SEWER**
CONNECTED TO LOCHENHEATH SANITARY SEWER
- ACCESS**
UTILIZE EXISTING DRIVEWAY
- LANDSCAPING**
UTILIZE EXISTING LANDSCAPING

General Notes

- DEVELOPMENT OF THIS SITE SHALL BE IN ACCORDANCE WITH STATE, COUNTY AND TOWNSHIP REQUIREMENTS.
- DIMENSIONS AND/OR COORDINATES ARE TO BACK OF CURB, UNLESS OTHERWISE NOTED.
- BUILDING SLABS, UNDERBED THICKNESS AND LOCATIONS ARE SHOWN FOR REFERENCE.

LOCHENHEATH GOLF CLUB
SITE PLAN FOR BED AND BREAKFAST INN
SECTION 26 & 27, TOWN 26 NORTH, RANGE 10 WEST
ACME TOWNSHIP, GRAND TRAVERSE COUNTY, MICHIGAN

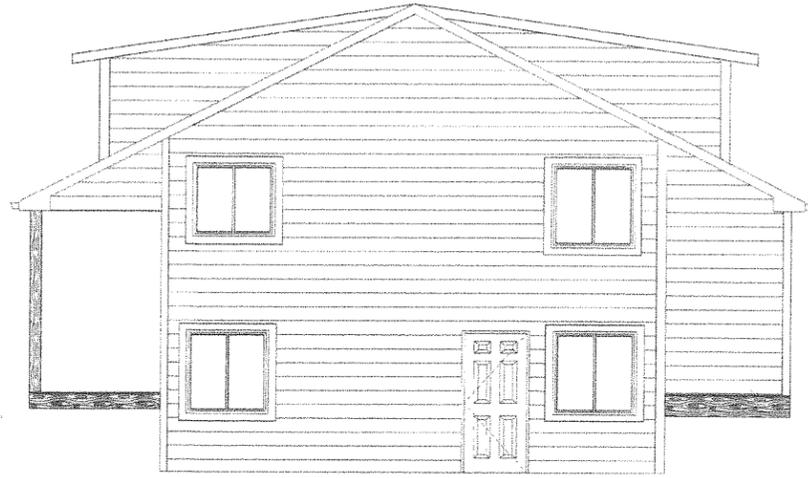
gfo Gourdie-Fraser
Municipal | Development | Transportation

PH: 231.946.5774
FAX: 231.946.3703
WWW.GOURDIEFRASER.COM
123 W. Front Street
Traverse City, MI 49784

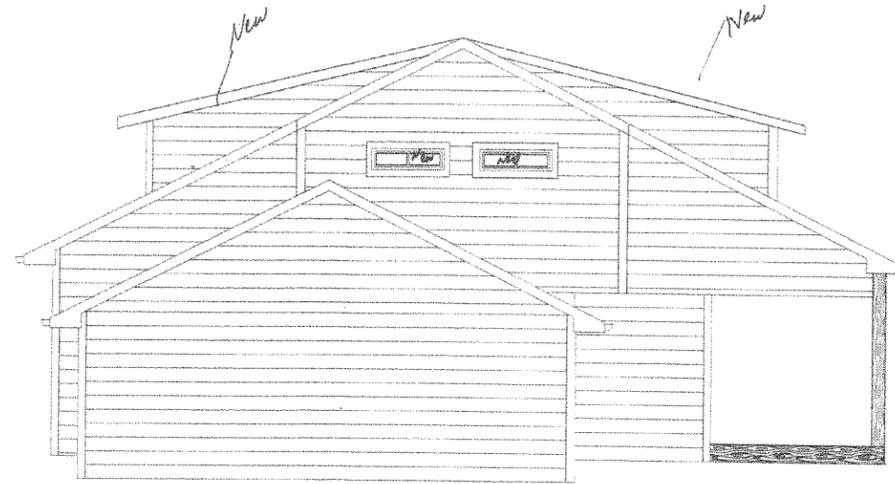
DATE	DESCRIPTION

PKL: JOE ELLIOTT, PE
DR: J. GRAHAM
CPL: J. ELLIOTT
2023: **14119**
1.0

These documents are prepared in accordance with the contractual terms and conditions for this project.



LEFT ELEVATION
SCALE 1/4" = 1'-0"



RIGHT ELEVATION
SCALE 1/4" = 1'-0"

ELEVATION
SCALE 1/4" = 1'

LOCHEN HEATH

US 31

ACME, MI.

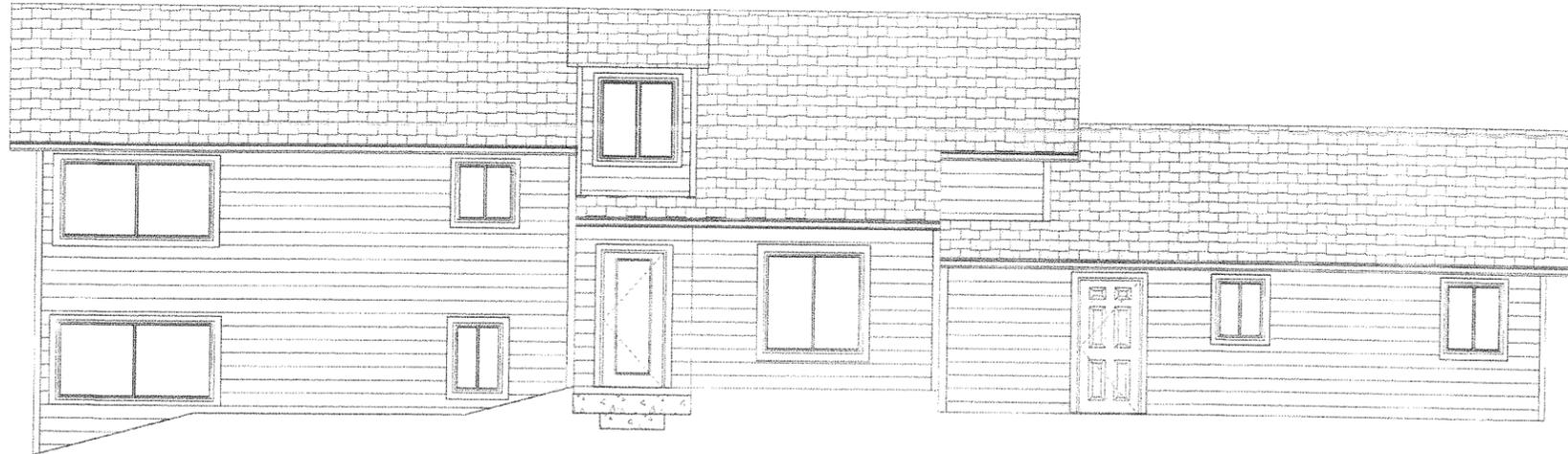
GRAND BAY BUILDING AND REMODELING

6433 S. WEST BAY SHORE

TRAVERSE CITY



REAR ELEVATION
SCALE: 1/4" = 1'-0"



FRONT ELEVATION
SCALE: 1/4" = 1'-0"

ELEVATION PLAN

SCALE 1/4" = 1'

LOCHEN HEATH

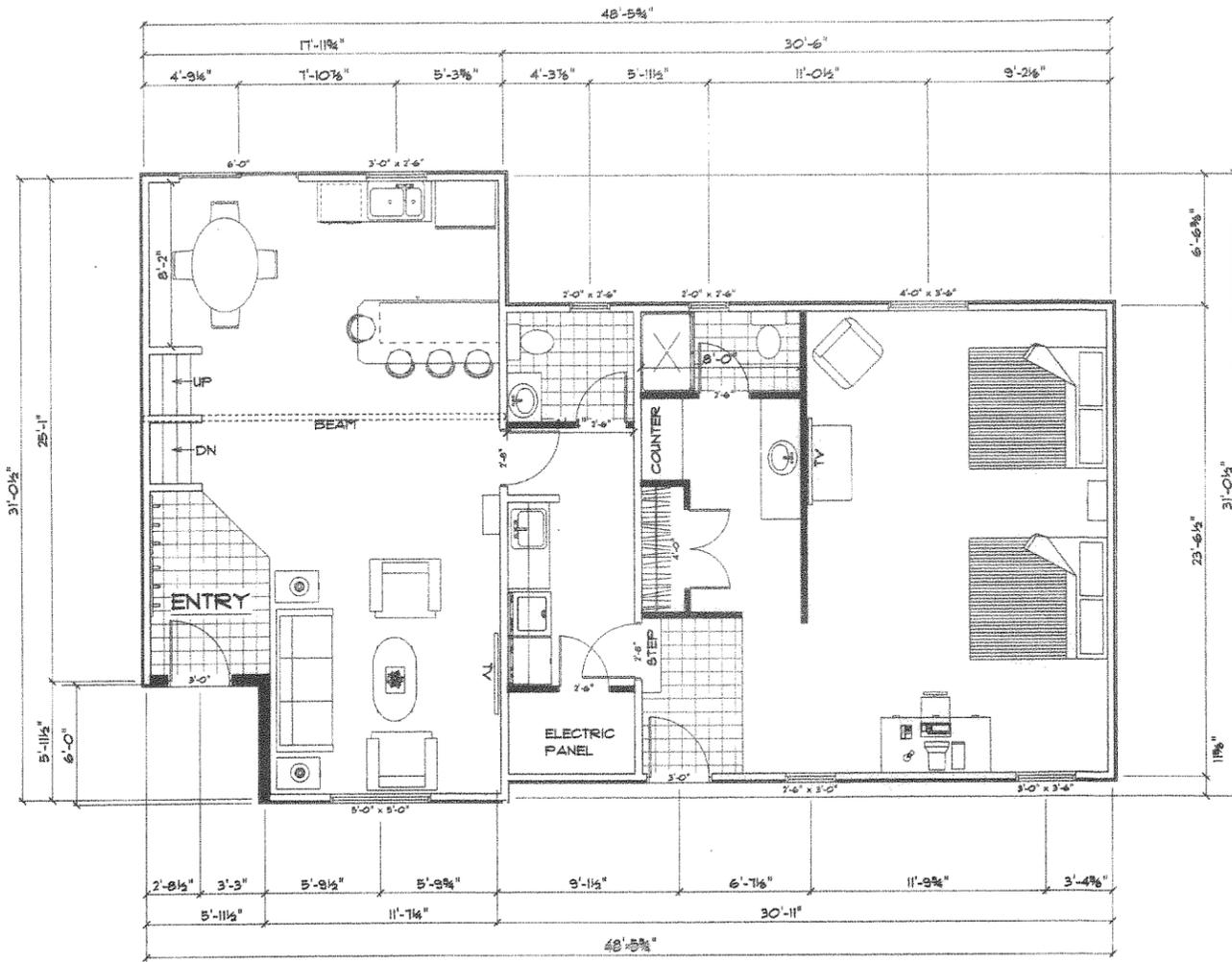
US 31

ACME, MI.

GRAND BAY BUILDING AND REMODELING

6433 S. WEST BAY SHORE

TRAVERSE CITY



REMODELED MAIN FLOOR PLAN
SCALE: 1/4" = 1'-0"

MAIN LEVEL FLOOR PLAN

LOCHEN HEATH

GRAND BAY BUILDING AND REMODELING

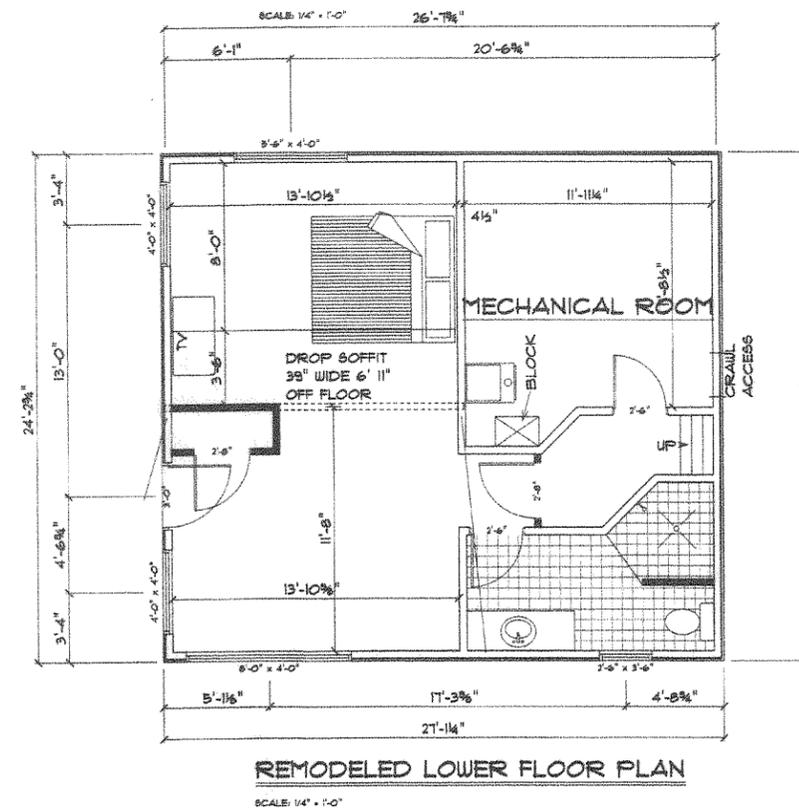
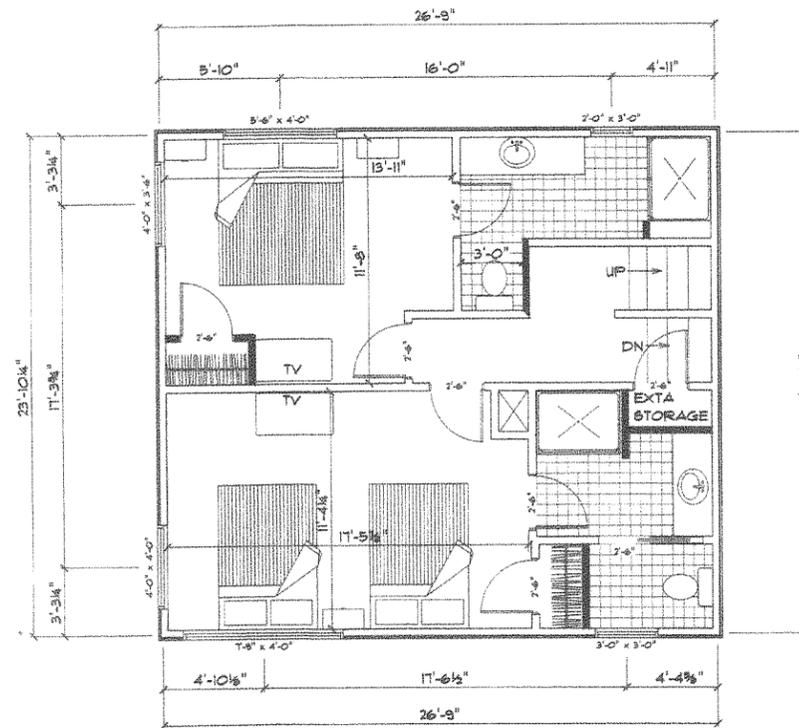
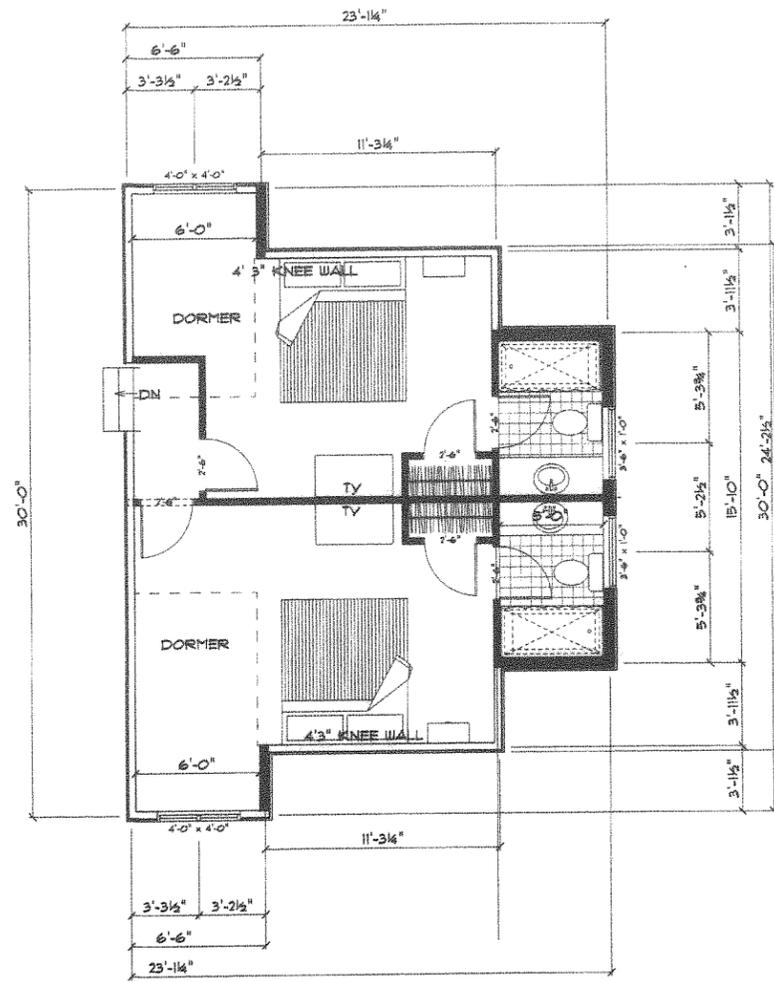
SCALE 1/4" = 1'

US 31

6433 S. WEST BAY SHORE

ACME, MI.

TRAVERSE CITY



GRAND BAY BUILDING AND REMODELING

6433 S. WEST BAY SHORE

TRAVERSE CITY

LOCHEN HEATH

US 31

ACHE, MI.

FLOOR PLANS

SCALE 1/4" = 1'

GRAND TRAVERSE COUNTY
SOIL EROSION-SEDIMENTATION CONTROL DEPT
2650 LaFranier Road, Traverse City, Michigan 49686
231-995-6042 F 231-995-6048
gtsoilerosion@grandtraverse.org

FOR INTER DEPARTMENT COMMUNICATION PURPOSES
DETERMINATION OF REQUIREMENT FOR SESC PERMITS
UNDER THE GRAND TRAVERSE COUNTY SOIL EROSION, SEDIMENTATION IN GRAND TRAVERSE COUNTY

DATE: 12/1/15 TOWNSHIP Acm15

SITE ADDRESS: 4465 Heath Dr ID 28-01-223-001-04

LEGAL DESC: LOT SUB / DEV SEC 26/27 TOWN 2814 RANGE 10 W

LAND OWNER: [Signature] Lochevest LLC
SIGNATURE NAME PRINTED
Owner / representative

PHONE: 231 938-2637 FAX/EMAIL: jmar1ker11@hotmail.com

DESCRIPTION OF PROPOSED EARTH CHANGE PROJECT: NO earth change

PLEASE ATTACH A SITE PLAN FOR REVIEW

-----DEPARTMENT USE ONLY-----

THE FOLLOWING CRITERIA DO NOT APPLY:

- | | |
|---|---|
| <input checked="" type="checkbox"/> W/I 500' OF LAKE OR STREAM | <input checked="" type="checkbox"/> ACREAGE (1 ACRE OR MORE) |
| <input checked="" type="checkbox"/> COMMERCIAL SITE | <input checked="" type="checkbox"/> W/I 100' PROTECTED WETLANDS |
| <input checked="" type="checkbox"/> SLOPES 10% OR GREATER | <input checked="" type="checkbox"/> HEAVY CLAY SOILS |
| <input checked="" type="checkbox"/> TOWNSHIP/DEVELOPMENT REQUIRED | <input checked="" type="checkbox"/> DRAIN EASEMENT ON SITE |

COMMENTS: Leekman Sands- NO earth change - work to be done on structure only

A SITE INSPECTION WAS DONE WAS NOT DONE

Based on information provided by Land Owner, this request for a Soil Erosion and Sedimentation Control Permit has been reviewed by the Grand Traverse County Enforcing Agency, and has determined that a Soil Erosion Permit and/or Storm Water Control is
 NOT REQUIRED REQUIRED

Reviewed by: Gwen Zagore Date: 12/1/15

Shawn Winter

From: Brian Belcher <bbelcher@gtmetrofire.org>
Sent: Thursday, December 10, 2015 9:27 AM
To: Shawn Winter; jmaitland11@hotmail.com
Subject: Lochenheath B & B

Shawn and Jim,

I've looked at what Jim submitted and we do not need to complete a site plan review for this project and the project may proceed with the township approval process. Jim, once you are applying for construction permits you will need to provide architectural drawings and apply for fire code building review with Metro Fire. Any questions don't hesitate to ask.

Brian Belcher, CFPS

Assistant Chief/ Fire Marshal
Grand Traverse Metro Fire Department

Smoke Alarms Save Lives, Check Yours Today!

Confidentiality Statement: This e-mail message, including any attachments, is intended only for the use of the recipient(s) and may contain privileged and confidential information, including information that is protected under the HIPAA privacy rules. Any unauthorized review, disclosure, copying, distribution, or use is prohibited. If you have received this e-mail by mistake, please notify us immediately by reply e-mail and destroy all copies of the original message.

planning review

Date: 12.15.2015

From: John Iacoangeli
To: **Karly Wentzloff, Chairperson**
ACME TOWNSHIP PLANNING COMMISSION
6042 Acme Road
Traverse City, MI 49690

Project: Gokey Apartments
End of Holt Road
2015

Request: Site Plan Review – Based on Planning Commission Meeting 12-14-2015

Applicant: Todd Gokey
3772 Kennedy Place
Williamsburg, MI 49690

Parcel Address: 6142 Golbert Avenue and the end of Holt Road
Williamsburg, MI

Parcel Number: 28-01-243-033-00 28-01-234-032-00 28-01-234-030-00
28-01-300-040-00 28-01-300-043-01

General Description:

The Applicant is proposing to construct 24 townhouse style apartments in two 12-unit phases on several parcels accessible at the end of Holt Road and Gilbert Avenue. The total acreage of the combined parcels is 2.17 acres.



Zoning Ordinance Compliance

The property is zoned MHN (Mixed Housing Neighborhood) and the proposed use is compliant with Section 6.6.4.1 Regulated Uses and Permitted by Right. As a result, just a site plan review and approval is required.

Agency Reviews

1. Soil Erosion and Sedimentation Control – letter dated December 10, 2015 from Gwendolyn Zagore, Grand Traverse County Soil Erosion Inspector.
2. Grand Traverse County Health Department – Approval for residential well provided. (attached)
3. Grand Traverse Metro Emergency Services Authority – Site Plan Review memo dated December 14, 2015
4. Stormwater Review – Memo dated December 11, 2015 from Robert Verschaeve and Martin Graf; Gosling Czubak.

The subject property does not have frontage on a public right-of-way because it is located at the end of two public streets; Holt and Gilbert. As a result, the Build-to-Line required in the ordinance is not applicable. All other provisions of the US-31 / M-72 Business District are applicable.

Standards for Site Plan Review

Inconsistencies with the Standards are in **bold** in the Findings.

Standards for Site Plan Review	
Standard	Finding
That the applicant may legally apply for site plan review.	The Applicant is the property owner and has obtained written authorization to represent David Krause; dated August 18, 2015.
That all required information has been provided.	Site plan information acceptable.
That the proposed development conforms to all regulations of the zoning district in which it is located and all other applicable standards and requirements of this ordinance, including but not limited to all supplementary regulations.	The proposed use is permitted by right in the zoning district.
That the plan meets the requirements of Acme Township for fire and police protection, water supply, sewage disposal or treatment, storm, drainage, and other public facilities and services.	Fire and Grand Traverse County Health Department have reviewed plans and approved. Agency permits required prior to issuance of Land Use Permit by Township.

Standards for Site Plan Review	
Standard	Finding
That the plan meets the standards of other governmental agencies where applicable, and that the approval of these agencies has been obtained or is assured.	Fire and Grand Traverse County Health Department have reviewed plans and approved. Agency permits required prior to issuance of Land Use Permit by Township.
That natural resources will be preserved to a maximum feasible extent, and that areas to be left undisturbed during construction shall be so indicated on the site plan and at the site per se.	The northern portion of the subject property abuts Acme Creek. The applicant is proposing 2 rows of silt fencing and straw bales as protective measures.
That the proposed development property respects floodways and flood plains on or in the vicinity of the subject property.	Not applicable.
That the soil conditions are suitable for excavation and site preparation, and that organic, wet, or other soils which are not suitable for development will either be undisturbed, or modified in an acceptable manner.	Plans do not indicated any problematic soils. Development adjacent to the subject site would indicated acceptable soil suitability.
That the proposed development will not cause soil erosion or sedimentation problems.	The review cannot guarantee this requirement because soli erosion and sedimentation control occurs throughout the constriction process.
That the drainage plan for the proposed development is adequate to handle anticipated storm water runoff, and will not cause undue runoff onto neighboring property or overloading of water courses in the area.	Review attached from Township Engineer.
That grading or filling will not destroy the character of the property or the surrounding area, and will not adversely affect the adjacent or neighboring properties.	The current site is fairly flat except portions that are adjacent to and within the 50 foot setback.
That structures, landscaping, landfills or other land uses will not disrupt air drainage systems necessary for agricultural uses.	The subject property is not within a defined airshed noted in the 2013 Master Plan.
That phases of development are in a logical sequence, so that any one phase will not depend upon a subsequent phase for adequate access, public utility services, drainage, or erosion control.	The phasing proposed are independent of each other.
That the plan provides for the proper expansion of existing facilities such as public streets, drainage systems, and water and sewage facilities.	The project will be served by a well and connected to the public sanitary sewer system at the end of Holt Road for Phase 1 and Gilbert Avenue for Phase 2.

Standards for Site Plan Review	
Standard	Finding
That landscaping, fences or walls may be required when appropriate to meet the objectives of this Ordinance.	Applicant to submit final landscaping plans that are prepared by Landscape Architect and that meet the Native Plant ordinance.
That parking layout will not adversely affect the flow of traffic within the site, or to and from the adjacent streets.	No impact.
That vehicular and pedestrian traffic within the site, and in relation to streets and sidewalks serving the site, shall be safe and convenient.	Sidewalks connect each of the proposed townhomes and connect with the public right-of-ways on Holt Road and Gilbert Avenue with full build out.
That outdoor storage of garbage and refuse is contained, screened from view, and located so as not be a nuisance to the subject property or neighboring properties.	Provided.
That the proposed site is in accord with the spirit and purpose of this Ordinance, and not inconsistent with, or contrary to, the objectives sought to be accomplished by this Ordinance and the principles of sound planning.	The proposed use meets the intent of the MHN zoning district.

Suggested Motion:

Approve the site plan submitted by Todd Gokey for the construction of 24 townhome apartments to be built in two phases located on 2.17 acres with the following stipulations:

- 1) The approved site plan consists of Sheets 1 through 5 with a date to be written in the lower right corner under the sheet title (i.e. C1.1) by the Chairperson of the Planning Commission.
 - (a) Sheet C0 – General Information Plan
 - (b) Sheet C1.1 – Demolition Plan
 - (c) Sheet C1.2 – Site and Dimension Plan
 - (d) Sheet C1.3 – Utility Plan
 - (e) Sheet C1.4 – Grading, Drainage & Soil Erosion Plan
- 2) The approved site plan package be signed by the Chairperson of the Planning Commission and the Applicant, or their representative.
- 3) The southern edge of the parking lot will not include a curb and shall be used for snow storage.
- 4) All recommendations from the Township Engineer regarding stormwater management shall be instituted and comply with Section 6.6.6.5.
- 5) Parking lot light poles shall not exceed the height of the roof (not the peak or main entrance structure) and shall be in conformance with Section 6.6.6.3.
- 6) Because the development is residential-only and not a mixed use project the height of first floor does not need to comply with Section 6.6.5.2 – First Floor Ceiling Height.

planning review

- 7) A final landscape plan that complies with Section 7.5.6 Landscaping shall be submitted and approved by Beckett & Raeder prior to issuance of a Land Use Permit.
- 8) All agency permits must be provided to the Township prior to the issuance of the Land Use Permit.
- 9) All comments from review agencies are required to be addressed and included in final plan.

#####

Date: December 7, 2015
From: Tim Knutsen
To: **John Iacoangeli**
Beckett & Raeder, Inc,

Project: Acme Township Site Plan Review – Landscape Plan
Proposed Apartment Complex (Gokey)

Remarks: John,

I received Drawings C1.1-C1.4 for the Proposed Apartment Complex/Todd Gokey, dated 12-4-15. Following are my plan review notes pertaining to Acme Township Landscape Requirements:

<u>Ordinance Section</u>	<u>Comments</u>
------------------------------	-----------------

7.5.4 c.: Off-Street Parking Area Buffering, Landscaping and Screening:

3. Treed Islands:

- a. Tree requirement in treed islands is one tree per ten parking spaces. Treed islands in the plan only indicate three trees, but there are 38 parking spaces. Add one tree to treed islands.
- b. Provide the required treed islands at the ends of all parking aisles. The plan indicates two parking aisles ending in spaces 35 and 38, that have no treed islands at the ends.
- d. Locate, label and quantify the required Snow Storage Area.

7.5.6: Landscaping:

b. Application:

4. Identify sizes of plant materials.
5. Identify zoning district classification of adjacent properties.
6. Add sizes, root conditions and quantities to Landscape Plant Legend.

c. Standards and Criteria

- 1.
2. Add notation to plan specifying the standards.
3. Provide sizes in Landscape Plant Legend that meet with the stated Standards and Criteria.
5. Provide Irrigation System Plan, Specifications, or assurance that landscape materials will be watered with an automatic sprinkler system.

Beckett & Raeder, Inc.
616 Petoskey Street
Petoskey, Michigan 49770

231.347.2523 ph
231.347.2524 fx

www.bria2.com


informed

B R ⓘ
Beckett & Raeder
*Landscape Architecture
Planning & Engineering*

d. Landscape Buffers:

1. Landscape buffers at the driveway entrances from Gilbert Ave. and Holt Rd. do not appear to have the required 20' width from the adjacent property line.
3. The landscape buffer next to the existing residence on Holt St. does not provide the required landscape screen. However, the plan identifies the buffer area as being wooded. The Township may use its discretion to determine whether the existing vegetation in this area is sufficient to serve as a landscape buffer to the adjacent property.



informed

This concludes my review of the Landscape Plan for the proposed project. Please let me know if there are any questions regarding this review.

Regards,

BECKETT & RAEDER, INC.



Tim Knutsen

Beckett & Raeder, Inc.
616 Petoskey Street
Petoskey, Michigan 49770

231.347.2523 ph
231.347.2524 fx

www.bria2.com

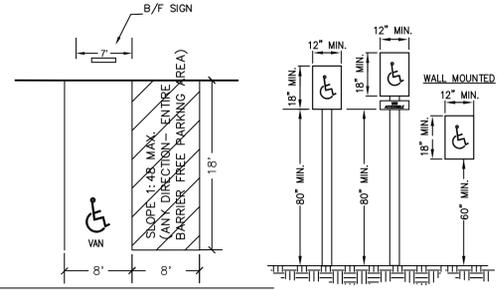


Deciduous	Latin	Common	Or comparable
	<i>Acer Rubrum</i>	Red Maple	
	<i>Acer saccharum</i>	Sugar Maple	
Evergreen	<i>Picea abies</i>	Norway Spruce	Or comparable
	<i>Picea glauca</i>	White Spruce	
	<i>Pinus strobus</i>	White Pine	
Shrub or flowering tree	<i>Juniperus communis</i>	Common Juniper	
	<i>Magnolia soulangiana</i>	Magnolia	
	<i>Magnolia stellata</i>	Star Magnolia	
	<i>Malus sp "Prairie Fire"</i>	Flowering Crab	

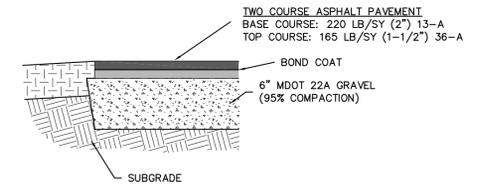
LANDSCAPING



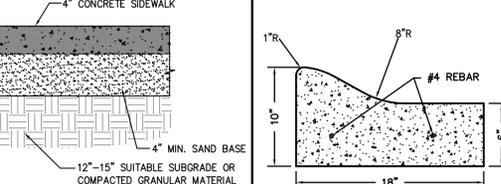
SITE AND DIMENSION PLAN



B/F PARKING DETAILS



ASPHALT PAVING DETAIL



SIDEWALK DETAIL

ROLL CURB DETAIL

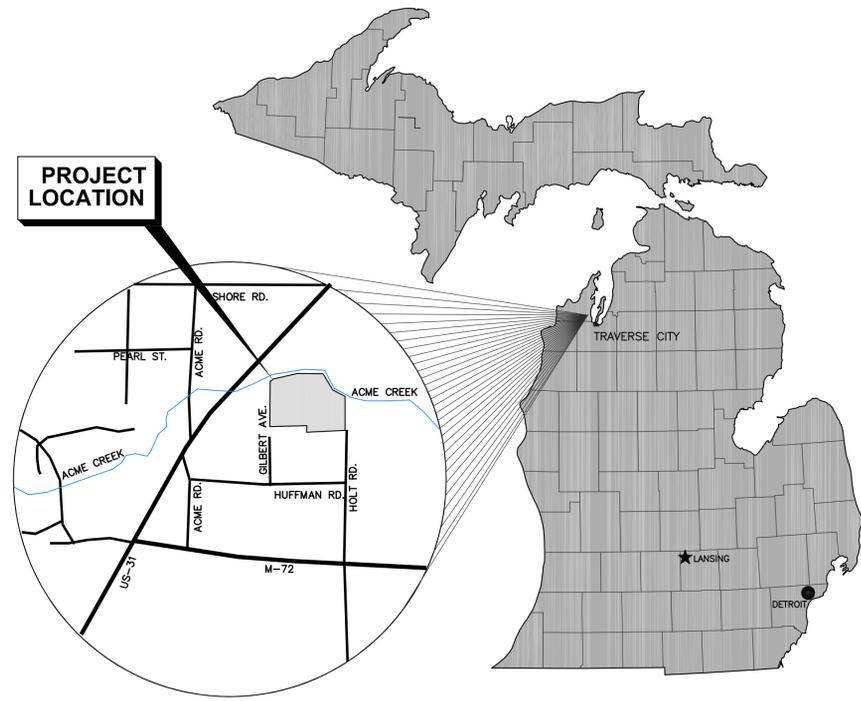
SITE ENGINEER: 12-4-15
 ISSUE DATE:
 REVISIONS:

PROJECT: **PROPOSED APARTMENT COMPLEX**
 CLIENT: **TODD GOKEY**
 LOCATION: **ACME TOWNSHIP, GRAND TRAVERSE COUNTY, MI**

JOB NO.: **2015-157**
SITE AND DIMENSION PLAN

PROPOSED APARTMENT COMPLEX

ACME TOWNSHIP, GRAND TRAVERSE COUNTY, MICHIGAN



PROJECT LOCATION MAP



OVERALL DEVELOPMENT MAP

TOTAL PARCEL SIZE = 2.17 AC / 94,525 SF
 TOTAL IMPERVIOUS = 38,236 SF
 BUILDINGS, CONCRETE SIDEWALKS/PATIOS ASPHALT
 CALCULATION: 38,236 SF / 94,525 SF = 40%
DWELLING UNIT DENSITY
 PHASE 1:
 1.17 ACRES / 12 DWELLING UNITS
 DENSITY: 10.25 DWELLING UNITS PER ACRE
 PHASE 2:
 0.9 ACRES / 12 DWELLING UNITS
 DENSITY: 13.3 DWELLING UNITS PER ACRE
OVERALL:
 2.07 ACRES / 24 DWELLING UNITS
 DENSITY: 11.6 DWELLING UNITS PER ACRE

OPEN SPACE CALC

PARKING DETERMINATION:
ORDINANCE REQUIREMENTS:
 1.5 SPACES PER EVERY UNIT
 24 UNITS x 1.5 = 36
PARKING PROVIDED:
 38 SPACES
BARRIER FREE REQUIREMENTS
 1 BARRIER FREE SPACE FOR EACH 25 SPACES
 2 SPACES REQUIRED
 2 SPACES PROVIDED

PARKING CALCULATIONS

PROPERTY OWNER/SITE DATA
 Parcel A:
 East Bay Holdings LLC
 3855 Bay Valley Dr.
 Williamsburg, MI 49690
 Parcel B:
 Terrence J. Hanson
 6142 Gilbert Ave.
 Williamsburg, MI 49690

SITE:
 Zoning: MHN
Setbacks:
 Front- 30'
 Side- 10'
 Rear- 30'
 Water- 50' from stream
Impervious 40% coverage

SITE DATA



ENGINEERS SEAL

PARCEL A:
 Part of Government Lot 4, Section 34, Town 28 North, Range 10 West, Acme Township, Grand Traverse County, Michigan, more fully described as follows:
 Commencing at the Southeast corner of said Section 34, thence North 00°42'00" West, 651.00 feet, along the East line of said Section 34, thence South 89°23'00" West, 195.00 feet, thence North 00°42'00" West, 33.00 feet, to a point on the North right-of-way line of Holt Street, and the Point of Beginning, thence South 89°48'27" West, 33.00 feet, (previously recorded as North 89°23'00" East), along said North right-of-way line, to a point on the West side right-of-way line of said Street, thence South 00°42'00" East, 33.00 feet, along said West side right-of-way line, thence South 89°23'00" West, 178.80 feet, (previously recorded as 184.50 feet), thence North 00°48'18" West, 281.48 feet, to a point on a shoreline of Acme Creek, thence along said shoreline traverse the following 4 courses: North 88°02'28" East, 46.18 feet, South 82°07'42" East, 88.07 feet, (previously recorded as 96.95 feet), North 80°16'18" East, 76.00 feet, (previously recorded as North 80°47'00" East), South 00°12'27" East 89.08 feet, (previously recorded as South 00°08'20" East, 87.33 feet), thence South 00°04'41" West, 8.08 feet, (previously recorded as South 87°18'00" West, 8.08 feet), leaving said shoreline traverse, thence South 00°31'53" East, 93.54 feet, (previously recorded as South 00°42'00" East, 93.75 feet), to the Point of Beginning.

PARCEL B:
 That part of Government Lot 4, Section 34, Township 28 North, Range 10 West, described as:
 Commencing at the Southeast corner of said section, thence North 00°42'00" West, along the East line of said section, 561.00 feet, thence South 89°23'00" West, 403.88 feet, thence North 00°11'00" East, 42.42 feet, to the Point of Beginning, thence South 89°24'30" West, 170.07 feet, thence North 00°48'20" West, 140.70 feet, to a traverse line along the shore of Acme Creek, thence along said traverse line the following four courses: North 27°03'25" East, 75.06 feet, North 67°52'20" East, 75.06 feet, South 48°14'20" East, 46.66 feet and North 80°18'30" East, 95.41 feet, (previously recorded as North 79°21'30" East, 95.65 feet), thence South 00°31'30" West, 216.03 feet to the Point of Beginning.

LEGAL DESCRIPTION

SHEET	SHEET TITLE
C0	GENERAL PLAN INFORMATION
C1.1	DEMOLITION PLAN
C1.2	SITE AND DIMENSION PLAN
C1.3	UTILITY PLAN
C1.4	GRADING, DRAINAGE & SOIL EROSION CONTROL PLAN

SHEET INDEX



ISSUE DATE: 11-19-15

REVISIONS: 12-10-15 TOWNSHIP REVIEW

PROJECT: PROPOSED APARTMENT COMPLEX

CLIENT: TODD GOKEY

LOCATION: ACME TOWNSHIP, GRAND TRAVERSE COUNTY, MI

JOB NO.: 2015-157

GENERAL INFORMATION PLAN

C0

GENERAL SITE NOTES
 ALL CONSTRUCTION, WORKMANSHIP AND MATERIALS SHALL CONFORM TO THE CURRENT APPLICABLE LOCAL, COUNTY, STATE OR FEDERAL SPECIFICATIONS AND DETAILS.

THE CONTRACTOR SHALL COMPLY WITH ALL APPLICABLE LAWS AND REGULATIONS GOVERNING THE FURNISHING AND USE OF SAFEGUARDS, SAFETY DEVICES AND PROTECTIVE EQUIPMENT. THE CONTRACTOR SHALL TAKE ANY NECESSARY PRECAUTIONS TO PROTECT THE LIFE AND HEALTH OF EMPLOYEES AND THE PUBLIC IN THE PERFORMANCE OF THE WORK.

ANY CHANGES IN PLANS OR SPECIFICATIONS MUST BE REVIEWED BY THE PROJECT ENGINEER, ARCHITECT AND/OR THE OWNER.

THE LOCATIONS OF UNDERGROUND UTILITIES AND STRUCTURES, AS SHOWN ON THE DRAWINGS, ARE APPROXIMATE AND MAY NOT BE COMPLETE. LOCATIONS ARE BASED ON PREVIOUS CONSTRUCTION PLANS, DATED AS-BUILTS AND UTILITY FLAGGING AS DISCOVERED IN THE FIELD. NO GUARANTEE IS MADE THAT ALL UTILITIES AND STRUCTURES ARE SHOWN.

REFER TO ARCHITECTURAL PLANS FOR EXACT BUILDING DIMENSIONS.

SOIL EROSION CONTROL
 SOIL EROSION CONTROL MEASURES SHALL BE IMPLEMENTED PRIOR TO THE DEMOLITION.

THE SOIL EROSION CONTROL MEASURES SHOWN ARE THE MINIMUM CONTROLS TO BE USED ON THIS PROJECT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR TEMPORARY AND PERMANENT SOIL EROSION CONTROL MEASURES TO PROTECT THE DISTURBED AREAS AND ADJACENT PROPERTIES FROM ACCELERATED EROSION AND SEDIMENTATION RESULTING FROM PROJECT CONSTRUCTION AT NO ADDITIONAL COST TO THE OWNER.

SHOULD ADDITIONAL SOIL EROSION CONTROL MEASURES BE DETERMINED NECESSARY, THEY SHALL BE PLACED NO LATER THAN 24 HOURS FROM THE TIME OF NOTIFICATION TO THE GENERAL CONTRACTOR. IF NOT INSTALLED AT THE TIME CONSTRUCTION WILL BE HALTED UNTIL SUCH MEASURES HAVE BEEN INSTALLED AND APPROVED.

ALL DISTURBED AREAS SHALL BE TOPSOILED WITH A MINIMUM OF 4" OF TOPSOIL AND HYDRO-SEEDED. HYDRO-SEEDING SHALL INCLUDE FERTILIZER, MULCH AND SEED.

THE CONTRACTOR IS RESPONSIBLE FOR ESTABLISHING GROUND COVER ON AREAS DISTURBED BY CONSTRUCTION AND SHALL REPAIR ALL WASHOUTS AND EROSION DURING THE GUARANTEE PERIOD OF ONE (1) YEAR AFTER GROUND COVER IS ESTABLISHED AT NO ADDITIONAL COST TO THE OWNER.

ALL SEDIMENT DROPPED OR ERODED ONTO PUBLIC RIGHT-OF-WAY OR PRIVATE ROADS SHALL BE REMOVED AT THE END OF EACH WORKING DAY.

ALL EROSION/SEDIMENT CONTROL DEVICES SHALL BE MAINTAINED IN WORKING ORDER AT ALL TIMES.

ALL TEMPORARY EROSION CONTROL MEASURES SHALL BE REMOVED ONCE THE SITE IS STABILIZED.

IF ADDITIONAL SOIL EROSION CONTROL MEASURES BECOME NECESSARY, CONTRACTOR SHALL BE RESPONSIBLE FOR INSTALLING SUCH MEASURES IF REQUESTED BY THE ENGINEER OR THE SOIL EROSION CONTROL OFFICER AT NO ADDITIONAL COST TO THE OWNER.

DEMOLITION
 ALL DEMOLITION SHALL BE IN ACCORDANCE WITH STATE AND FEDERAL CODES.

SPECIAL CARE SHALL BE TAKEN IN EXCAVATING IN THE PROXIMITY OF ALL UTILITIES. THE CONTRACTOR SHALL SECURE ASSISTANCE FROM THE APPROPRIATE UTILITY COMPANY IN LOCATING ITS LINES. THE CONTRACTOR SHALL ALSO PROVIDE SUPPORT FOR ANY UTILITY WITHIN THE EXCAVATION, PROVIDE PROPER COMPACTION UNDER ANY UNDERMINED UTILITY STRUCTURE AND, IF NECESSARY, INSTALL TEMPORARY SHEETING OR USE A TRENCH BOX TO MINIMIZE THE EXCAVATION. THE CONTRACTOR SHALL PROTECT AND SAVE HARMLESS FROM DAMAGE ALL UTILITIES, WHETHER PRIVATELY OR PUBLICLY OWNED, ABOVE OR BELOW GROUND SURFACE, WHICH MAY BE ENCOUNTERED DURING CONSTRUCTION.

EXISTING PUBLIC UTILITIES AND UNDERGROUND STRUCTURES SUCH AS PIPE LINES, ELECTRIC CONDUITS, SEWERS AND WATER LINES, ARE SHOWN ON THE PLANS. THE INFORMATION SHOWN IS BELIEVED TO BE REASONABLY CORRECT AND COMPLETE. HOWEVER, NEITHER THE CORRECTNESS NOR THE COMPLETENESS OF SUCH INFORMATION IS GUARANTEED. PRIOR TO THE START OF ANY OPERATIONS IN THE VICINITY OF ANY UTILITIES, THE CONTRACTOR SHALL NOTIFY THE UTILITY COMPANIES AND REQUEST THAT THEY STAKE OUT THE LOCATIONS OF THE UTILITIES IN QUESTION. COST OF REPAIR FOR ANY DAMAGED UTILITY LINE THAT IS PROPERLY STAKED SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR.

UTILITY LEAD WORK SHALL BE COORDINATED WITH THE APPROPRIATE UTILITY COMPANIES BY THE CONTRACTOR. WHERE UTILITIES ARE TO BE REINSTALLED OR RELOCATED, COORDINATE THESE ACTIVITIES WITH DEMOLITION WORK.

EXCAVATED AREAS, HOLES, OPEN BASEMENTS, AND OTHER HAZARDOUS OPENINGS SHALL BE FILLED WITH CLEAN GRANULAR MATERIAL MEETING MDOT CLASS II REQUIREMENTS. BACKFILL SHALL BE PLACED IN 8"-10" LIFTS LOOSE MEASURE AND COMPACTED TO 95% MAX. DRY DENSITY AS DETERMINED BY MODIFIED PROCTOR (ASTM D 1557).

AT THE COMPLETION OF THE DEMOLITION OPERATIONS, THE ENTIRE WORK AREA SHALL BE LEFT IN A CLEAN CONDITION WITH ANY PROTECTIVE DEVICES AND BARRIERS REMOVED. ALL EXPOSED AREAS SHALL BE SUITABLY TOPSOILED, SEEDED AND MULCHED. ALL REPLACED OR REPAIRED ITEMS TO BE DONE TO EQUAL OR BETTER CONDITIONS.

SITE REMEDIATION
 THE PRESENCE OF OTHER THAN GRANULAR MATERIALS IN THE SUB-GRADE SOIL WILL REQUIRE A FULL WIDTH, 15 INCH, GRANULAR SUB-BASE, MDOT CLASS II OR EQUIVALENT.

EARTHWORK
 CONTRACTOR SHALL BE RESPONSIBLE FOR PERFORMING ANY EARTHWORK CALCULATIONS NECESSARY. IMPORT OR EXPORT OF MATERIAL SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR AND INCLUDED IN THE BID.

ALL FILLED AREAS SHALL BE COMPACTED AND MOISTURE CONDITIONED. ALL BASE MATERIAL SHALL BE COMPACTED TO 95% OF ITS MAXIMUM UNIT WEIGHT.

PARKING LOT GRADING IN BARRIER FREE AREAS SHALL NOT EXCEED 2% IN ANY DIRECTION. ALL BARRIER FREE ROUTES SHALL NOT EXCEED A 2% CROSS SLOPE AND 5.0% GRADE ALONG THE ROUTE UNLESS A CURB RAMP IS INDICATED.

CONTRACTOR SHALL REFER TO BUILDING PLANS FOR FOUNDATION EXCAVATION.

GRAVEL PLACEMENT MUST COMPLY WITH THE CURRENT MICHIGAN DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS.

GRADES AROUND THE BUILDING PAD SHALL BE SLOPED AWAY FROM THE STRUCTURE.

SANITARY SEWER SERVICE
 PHASE 1: AS-BUILTS DO NOT INDICATE AN EXISTING SEWER LEAD FOR THE PHASE 1 APARTMENT BUILDING. THEREFORE, CONTRACTOR SHALL CUT IN A NEW SEWER LEAD. TOWNSHIP ENGINEER AND DPW SHALL BE INVOLVED IN DETERMINING THE TIE IN LOCATION.

A NEW INSPECTION MANHOLE WILL BE INSTALLED IN ACCORDANCE WITH THE DETAILS IN THIS PLAN SET.

SEWER SHALL BE 6" PVC AND FOLLOW COUNTY SPECIFICATIONS.

WATER SERVICE
 WATER SERVICE FOR PHASE 1 TO BE BY WAY OF A NEW TYPE III WELL.

WELL CONTRACTOR TO SECURE NECESSARY PERMITS THROUGH COUNTY HEALTH DEPARTMENT.

OTHER UTILITIES
 GAS AND ELECTRIC WILL BE SERVICED THROUGH THE EXISTING BUILDING UNLESS OTHERWISE NOTED IN THE MECHANICAL AND ELECTRICAL PLANS.

FIRE PREVENTION
 THE INSTALLATION OF SMOKE AND FIRE DETECTION EQUIPMENT WITH REMOTE MONITORING WILL BE REQUIRED IN LIEU OF ON-SITE WATER STORAGE.

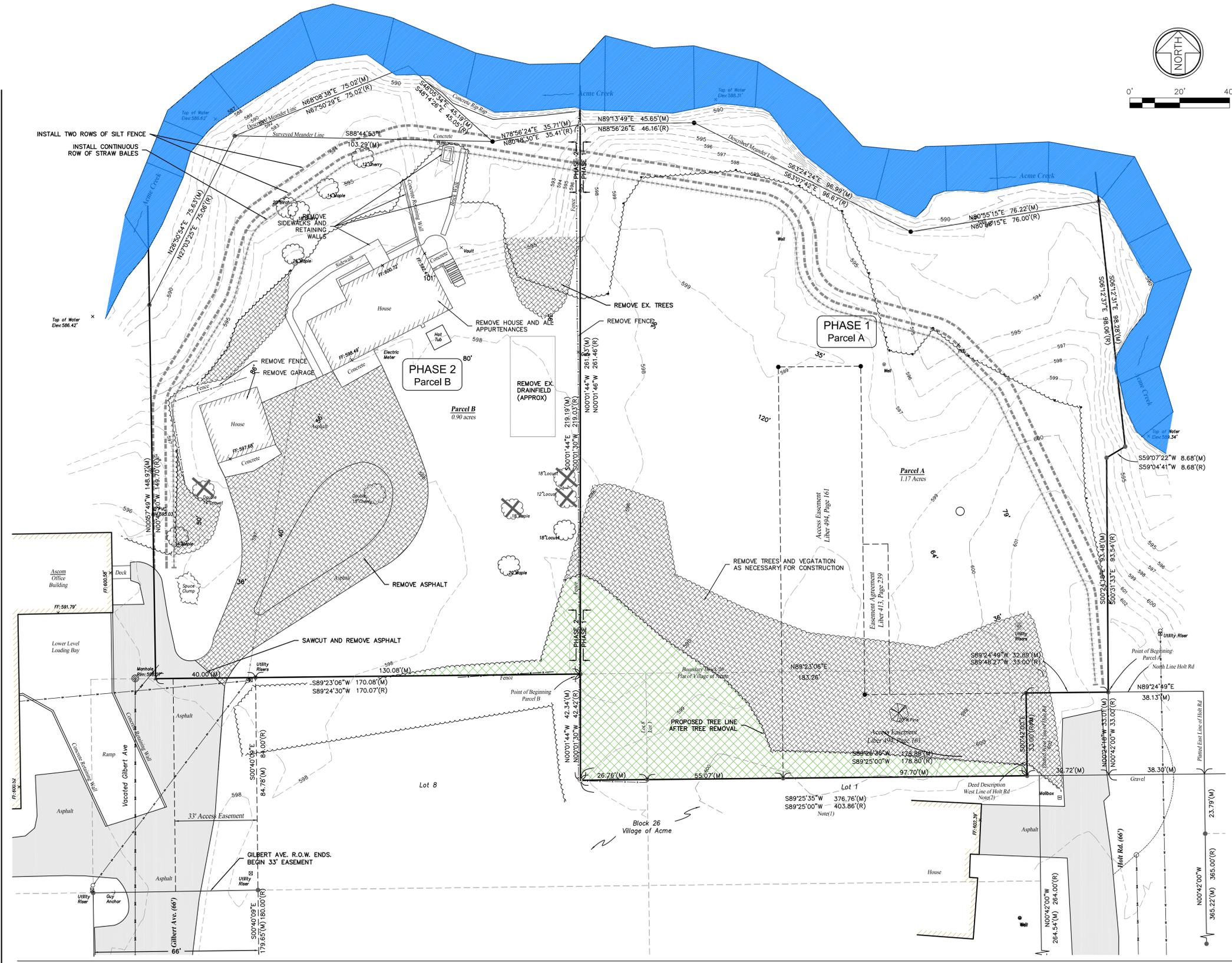
SITE LIGHTING
 EXTERIOR LIGHTING PLAN WILL BE PROVIDED AS A SEPARATE ATTACHMENT AND DEVELOPED FOLLOWING FINAL SITE PLAN APPROVAL AT THE PLANNING COMMISSION LEVEL.

LIGHTING SHALL BE IN ACCORDANCE WITH THE TOWNSHIP LIGHTING ORDINANCE AND REVIEWED BY ZONING ADMINISTRATOR PRIOR TO INSTALLATION.

LIGHTING CONTRACTOR SHALL SECURE APPROVAL FROM MUNICIPALITY PRIOR TO SELECTING AND INSTALLING LIGHT FIXTURES.

ALL SITE LIGHTING SHALL BE DARK SKY TYPE AND LIGHT RAYS CUT OFF AT THE PROPERTY LINES.

DEMOLITION NOTES

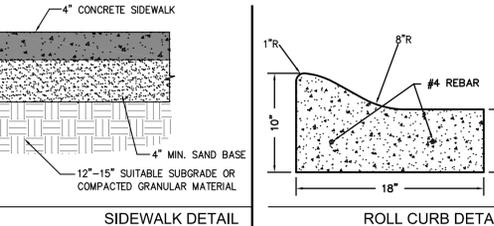
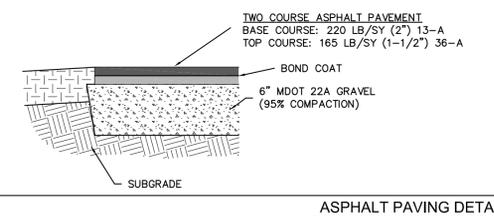
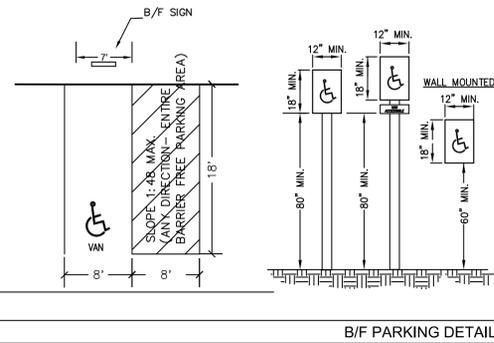


DEMOLITION PLAN (OVERALL)

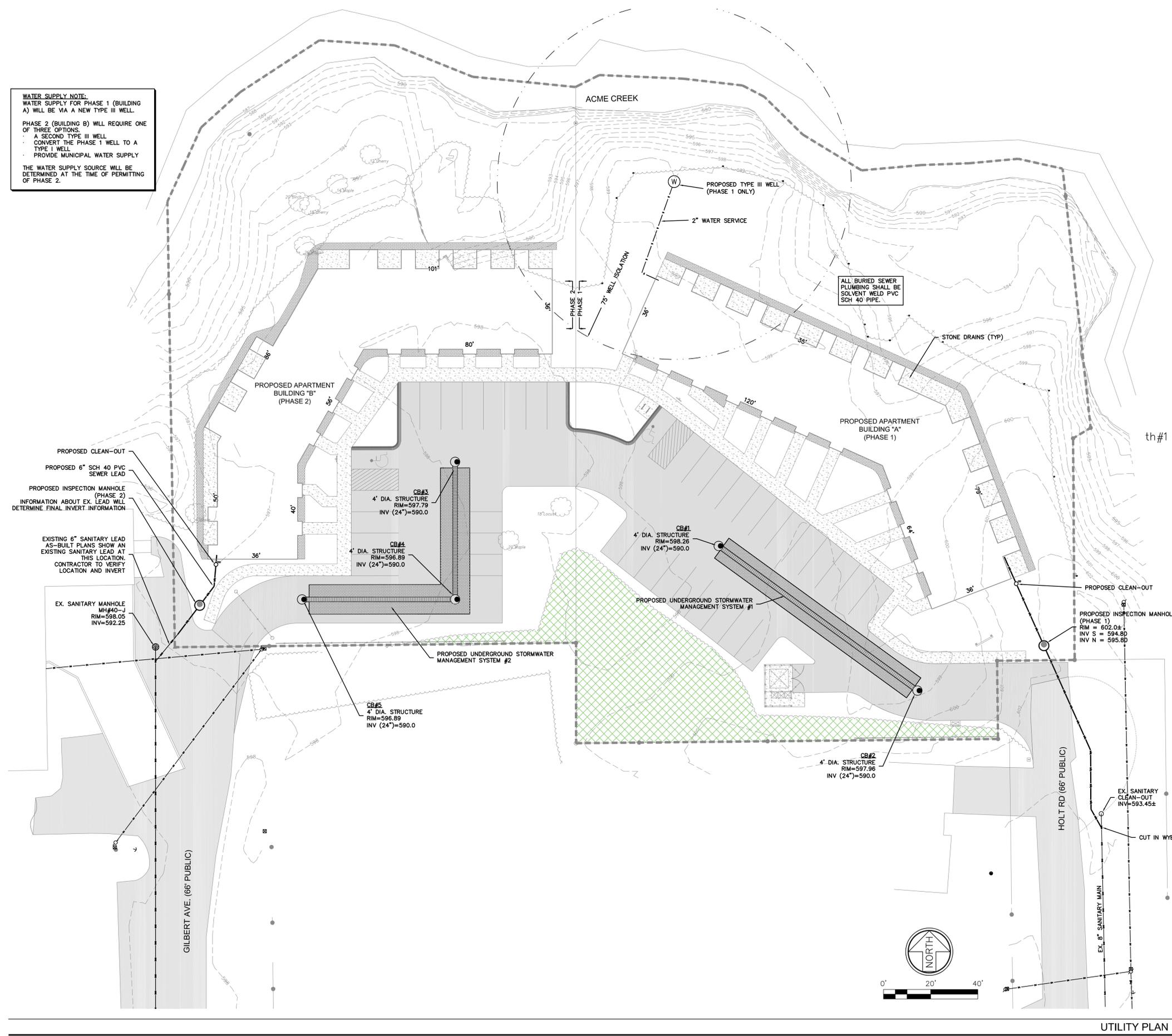
Deciduous	Latin	Common	
	<i>Acer Rubrum</i>	Red Maple	Or comparable
	<i>Acer saccharum</i>	Sugar Maple	
Evergreen	<i>Picea abies</i>	Norway Spruce	Or comparable
	<i>Picea glauca</i>	White Spruce	
	<i>Pinus strobus</i>	White Pine	
Shrub or flowering tree	<i>Juniperus communis</i>	Common Juniper	
	<i>Magnolia soulangiana</i>	Magnolia	
	<i>Magnolia stellata</i>	Star Magnolia	
	<i>Malus sp "Prairie Fire"</i>	Flowering Crab	

NOTE: FOLLOWING SITE PLAN APPROVAL, A LANDSCAPE PLAN WILL BE DEVELOPED THAT WILL COMPLY WITH THE ZONING ORDINANCE

LANDSCAPING



WATER SUPPLY NOTE:
 WATER SUPPLY FOR PHASE 1 (BUILDING A) WILL BE VIA A NEW TYPE III WELL.
 PHASE 2 (BUILDING B) WILL REQUIRE ONE OF THREE OPTIONS:
 - A SECOND TYPE III WELL
 - CONVERT THE PHASE 1 WELL TO A TYPE I WELL
 - PROVIDE MUNICIPAL WATER SUPPLY
 THE WATER SUPPLY SOURCE WILL BE DETERMINED AT THE TIME OF PERMITTING OF PHASE 2.

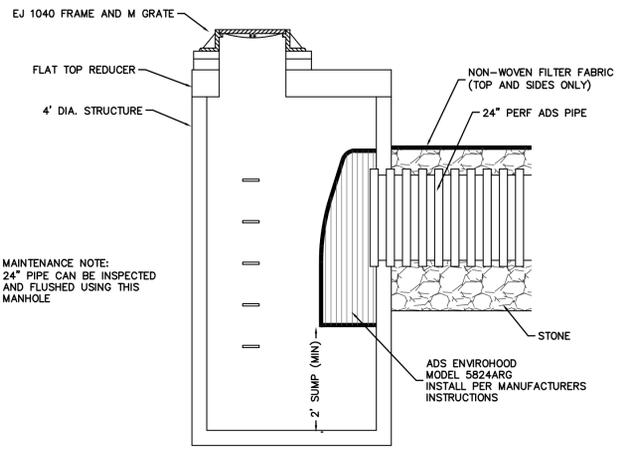


ISSUE DATE: 11-19-15
 REVISIONS: 12-10-15 TOWNSHIP REVIEW

PROJECT: PROPOSED APARTMENT COMPLEX
 CLIENT: TODD GOKEY
 LOCATION: ACME TOWNSHIP, GRAND TRAVERSE COUNTY, MI

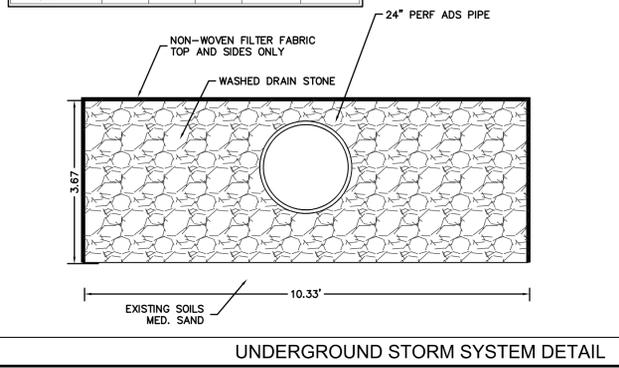
JOB NO.: 2015-157
 UTILITY PLAN

C1.3

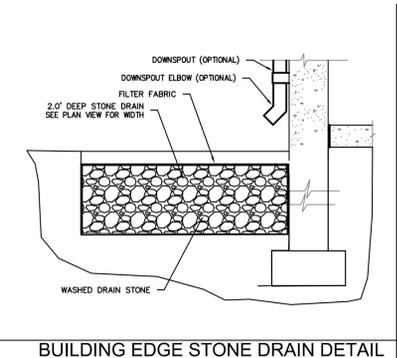


CATCH BASIN 4 & 5 DETAIL

System ID	Pipe size	System height	System width	System length	System surface area
Underground System #1	24"	3.67 ft	10.33 ft	100 ft	1033 sq.ft.
Underground System #2	24"	3.67 ft	10.33 ft	120 ft	1240 sq.ft.



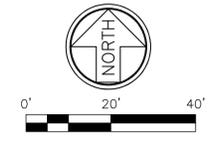
UNDERGROUND STORM SYSTEM DETAIL



BUILDING EDGE STONE DRAIN DETAIL



APPLIED AT % SITEWORK COMPLETE	KEY	DETAIL	CHARACTERISTICS
20%	2	Selective Grading & Shaping	Water can be diverted to minimize erosion Flatter slopes ease erosion problems
30-60%	4	Vegetative Stabilization	May utilize a variety of plant material Stabilizes soil Slows runoff velocity Filters sediment from runoff
10-50%	6	Seeding with Mulch Blanket and/or Matting	Facilitates establishment of vegetative cover Effective for driveways with low velocity Easily placed in small quantities by inexperienced personnel Should include prepared topsoil bed
80-100%	15	Paving	Protects areas which cannot otherwise be protected, but increases runoff volume and velocity Irregular surface will help slow velocity
90-100%	35	Storm Sewer	System removes collected runoff from site, particularly from paved areas Can accept large concentrations of runoff Conducts runoff to municipal sewer system or stabilized outfall location Use catch basins to collect sediment
40-100%	36	Catch Basin, Drain Inlet	Collects high velocity concentrated runoff Use filter cloth over inlet
1%	54	Silt Fence	Filters and detains runoff



GRADING, DRAINAGE & SOIL EROSION CONTROL PLAN


 p.o. box 5342 | Traverse city, mi 49696 | 231-218-1201
 www.jozwiakconsulting.com

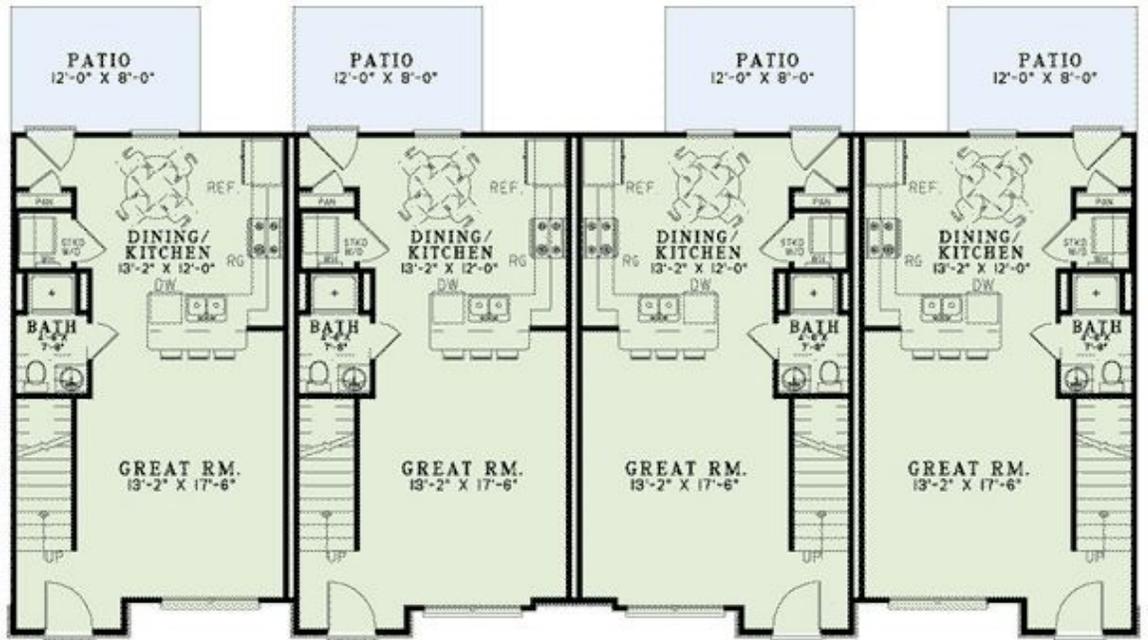
PROJECT: PROPOSED APARTMENT COMPLEX
 CLIENT: TODD GOKEY
 LOCATION: ACME TOWNSHIP, GRAND TRAVERSE COUNTY, MI

JOB NO.: 2015-157
 GRADING, DRAINAGE & SOIL EROSION CONTROL PLAN
 C1.4

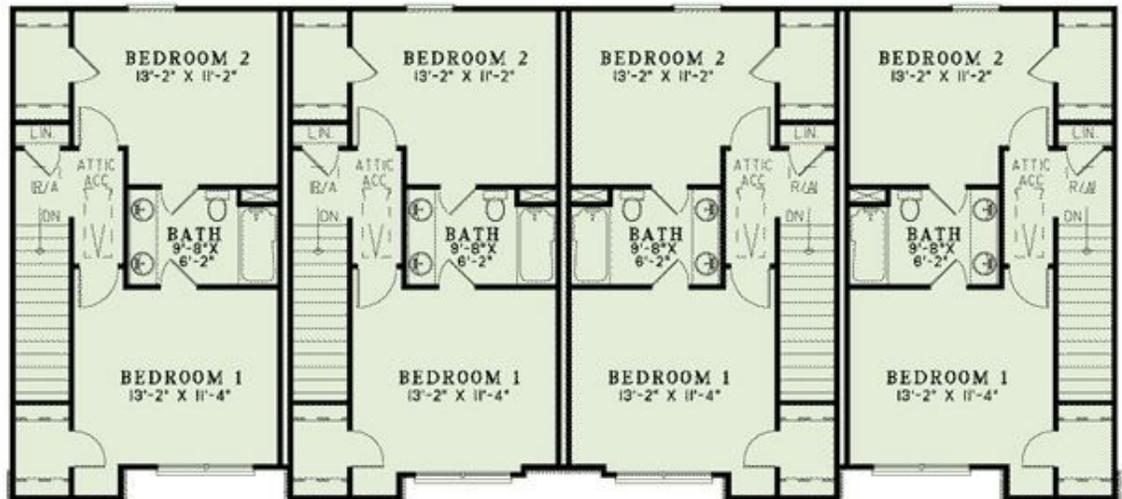
PROJECT: PROPOSED APARTMENT COMPLEX
 CLIENT: TODD GOKEY
 LOCATION: ACME TOWNSHIP, GRAND TRAVERSE COUNTY, MI

ISSUE DATE: 11-19-15
 REVISIONS: 12-10-15 TOWNSHIP REVIEW

SITE ENGINEER: [Signature]
 11-19-15



First Floor
 (typical)
 (Mechanical
 and storage
 bump out not
 shown)



Second Floor
 (typical)

August 18, 2015

Acme Township
and Permitting Agents

RE: Authorization of Designated Agent

To whom it may concern:

Todd Gokey is authorized to sign for and secure permits on my behalf for the purpose of proposed site development on property located in Acme Township. If you have any questions concerning the permit applications, they may be directed to Mr. Gokey.

Sincerely,

A handwritten signature in blue ink, appearing to read "David Krause", written over a horizontal line.

Name: DAVID KRAUSE



GRAND TRAVERSE METRO FIRE DEPARTMENT

FIRE PREVENTION BUREAU

897 Parsons Road – Traverse City, MI 49686
Phone: (231) 947-3000 Fax: (231) 922-4918 ~ Website: www.gtmetrofire.org Email: Info@gtfire.org

SITE PLAN REVIEW

ID # 5666 M#5942 P#1124

DATE: 12/14/15

1. 505.1 Address identification.

New and existing buildings shall have approved address numbers, building numbers or approved building identification placed in a position that is plainly legible and visible from the street or road fronting the property. These numbers shall contrast with their background. Where required by the fire code official, address numbers shall be provided in additional approved locations to facilitate emergency response. Address numbers shall be Arabic numbers or alphabetical letters. Numbers shall be a minimum of 4 inches (101.6 mm) high with a minimum stroke width of 0.5 inch (12.7 mm). Where access is by means of a private road and the building cannot be viewed from the public way, a monument, pole or other sign or means shall be used to identify the structure. Address numbers shall be maintained.

2. 503.3 Fire Lane Marking.

Where required by the fire code official, approved signs or other approved notices or markings that include the words NO PARKING—FIRE LANE shall be provided for fire apparatus access roads to identify such roads or prohibit the obstruction thereof. The means by which fire lanes are designated shall be maintained in a clean and legible condition at all times and be replaced or repaired when necessary to provide adequate visibility.

- Provide “Fire Lane No Parking” signs along the access drive from Holt Rd. and at the emergency access gate and roadway to Gilbert Rd. Signs shall be on both sides of road, facing the direction of travel and be spaced no more than every 100 feet.

3. 506.1.1 Locks.

An approved lock shall be installed on gates or similar barriers when required by the fire code official.

- The emergency access gate to Gilbert Rd shall be provided with a Knox brand padlock to allow access by fire dept apparatus.

4. 507.1 Required water supply.

An approved water supply capable of supplying the required fire flow for fire protection shall be provided to premises upon which facilities, buildings or portions of buildings are hereafter constructed or moved into or within the jurisdiction.

104.8 Modifications.

Whenever there are practical difficulties involved in carrying out the provisions of this code, the fire code official shall have the authority to grant modifications for individual cases, provided the fire code official shall first find that special individual reason makes



GRAND TRAVERSE METRO FIRE DEPARTMENT

FIRE PREVENTION BUREAU

897 Parsons Road ~ Traverse City, MI 49686
Phone: (231) 947-3000 Fax: (231) 922-4918 ~ Website: www.gtmetrofire.org Email: Info@gtfire.org

the strict letter of this code impractical and the modification is in compliance with the intent and purpose of this code and that such modification does not lessen health, life and fire safety requirements. The details of action granting modifications shall be recorded and entered in the files of the department of fire prevention.

- This building is not served by any township or tribal water supply and cannot meet the code requirements for an on –site water supply. Using section 104.8 stated above, the owner is requesting a modification to install a complete NFPA 72 compliant fire/smoke detection and occupant warning system which will be monitored off site 24/7/365 by a UL listed central station. The request for modification is granted and shall be noted as a requirement by any township approval documents.

Summary: This project may proceed with the township approval process. The above noted items shall be complete before occupancy can be granted.

Shawn Winter

From: Scott Jozwiak <scott@jozwiakconsulting.com>
Sent: Tuesday, December 01, 2015 4:22 PM
To: Shawn Winter
Cc: todd gokey
Subject: FW: Gokey project

FYI: Below is the correspondence back from the fire department regarding the need for monitoring in lieu of a water supply.

From: Brian Belcher [mailto:bbelcher@gtmetrofire.org]
Sent: Tuesday, December 1, 2015 3:58 PM
To: Scott Jozwiak <scott@jozwiakconsulting.com>
Subject: Gokey project

Scott,

Per our attorney the project does not need to go to the board of appeals, he states I can approve and "alternative" method of fire protection which in this case would be the full detection and alarm system which is monitored off-site 24 hours a day by a UL listed central station service. Any questions let me know.

Brian Belcher, CFPS

Assistant Chief/ Fire Marshal
Grand Traverse Metro Fire Department

Smoke Alarms Save Lives, Check Yours Today!

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GRAND TRAVERSE COUNTY
SOIL EROSION – SEDIMENTATION CONTROL DEPARTMENT
2650 LAFRANIER ROAD
TRAVERSE CITY, MICHIGAN 49686
(231) 995-6042

December 10, 2015

Jozwiak Consulting
PO Box 5342
Traverse City, MI 49696

RE: Preliminary Review for Proposed Apartment Complex Parcel #:01-234-030-00

To Whom It May Concern:

This office has reviewed the submitted plans prepared by Jozwiak Consulting, for the proposed complex located at 6121 Holt Rd. An on site inspection was completed on December 7, 2015.

According to the Grand Traverse Count Soil Survey, the site consists mostly of Mancelona East Lake loamy sands. There are Kalkaska sands paralleling the creek. Both of these types of soils allow for excellent drainage and low erosion potential.

Acme Creek runs to the north of the proposed buildings and bends around to the west of building 2 in Phase II, 50 feet from the proposed construction. The site plan indicates two (2) rows of silt fence and a row of straw bales. These will be required to assure that no sediment can enter Acme Creek.

The submitted site plan shows that the project will be completed as Phase I and Phase II. This office will require that Phase I be stabilized before Phase II begins.

The site plan includes stone drains around each building that are sized to hold back to back 100 year storms and an underground storm water storage system that is also designed to hold a 100 year storm. These systems will serve the purpose of preventing erosion due to the fact that they will contain storm water run off.

A completed Soil Erosion and Sedimentation Control application will need to be filed with our office to begin construction. We require a complete set of plans, which depicts the distance to the creek, the actual area of disturbance, grading (cut and fill), soil erosion control measures, construction schedule and a maintenance plan.

If the appropriate SESC measures are properly installed and maintained, this office does not object to the proposed project.

If you have any questions or concerns regarding this decision please feel free to contact me at 231-995-6042.

Respectfully,

Gwendolyn Zagore
Grand Traverse County Soil Erosion Inspector

Cc: Todd Gokey, Developer Bruce Remai, Director/Building Official
Acme Township Planning

Technical Memo – Storm water Calculation Review

To: John Iacoangeli - Beckett & Raeder, Inc.
Jay Zollinger, Supervisor – Acme Township

From: Robert Verschaeve, P.E / Martin Graf, P.E.

Date: December 11, 2015

RE: Proposed Acme Apartment Complex – 6121 Holt Rd/6142 Gilbert Ave
Stormwater Calculation Review

This review is being provided as requested by Acme Township and Beckett & Raeder, Inc. and is limited to storm water control for the referenced project. Soil erosion and sedimentation control measures are noted on the plans. This review does not address any of those measures and review and/or approval of those measures should come from the office that would issue a SESC permit.

The plans for the project that were submitted for review were prepared by Jozwiak Consulting with the issue date of 11/19/15 and revision date of 12/11/15.

The plans show two proposed 7600 sft apartment buildings. It also includes approximately 24,610 sft of new HMA parking, patio, and concrete sidewalk.

The storm water runoff for the site is directed to building edge stone drains and two underground storm systems. The systems are designed as infiltration systems as there are no positive drainage outlets from the systems. Based on this the systems have been sized for a 100-yr storm event and evaluated for back-to-back 100-yr storm events with infiltration considerations as allowed per the storm water control ordinance.

The impervious areas used in the calculations shown on the plans were checked. The scaled impervious area is consistent with the design area noted in the storm water calculations.

The volumes of the underground systems and building edge drains were also checked. The calculated volumes are consistent with the design volumes indicated on the plans and storm water calculations.

No soil infiltration test appears to have been performed at the site. A design infiltration rate of 15"/hr was used for the building edge drains and 1"/hr was used for the underground infiltration systems.

In reviewing Section 1. Infiltration/Retention Systems of the Acme Township Storm water Control Ordinance, there is one item that needs to be addressed as follows:

1. Design Criteria. This section notes that an infiltration test with a report as detailed in Appendix 9 must be submitted to justify proposed design infiltration rates greater than specified in the ordinance. No report has been received. Please submit the required infiltration report.

In general the storm water controls proposed on the plans appear fairly typical of what might be seen on similar sites in Grand Traverse County. It appears that the items noted should be able to be satisfactorily addressed by the developer's engineer. Once the requested items are provided, it is anticipated the proposed storm water control plan can be approved.

Shawn Winter

From: Scott Jozwiak <scott@jozwiakconsulting.com>
Sent: Friday, December 04, 2015 1:04 PM
To: Shawn Winter
Subject: Fwd: Acme Apartments

See health Dept review below

Scott Jozwiak

Begin forwarded message:

From: Eric Burt <eburt@gtchd.org>
Date: December 4, 2015 at 12:36:01 PM EST
To: Scott Jozwiak <scott@jozwiakconsulting.com>
Subject: Re: Acme Apartments

Scott,

As per your request, I reviewed the plans you submitted for the proposed apartment complex in Acme, Township. This Department would have no objections to issuing a Type III Public Water Supply permit for Phase 1 on parcel A. It appears that the 75' isolation requirements to retention basins and sewer lines to this well could be met on this property. The permit cost would be \$217.00.

Phase 2 would increase the total number of living units to 15 or above, so the higher total number of living units would require that this water supply system be reclassified as a Type I Public Water Supply. The permitting agency and approval for Type I Water Supplies is the Dept. of Environmental Quality, Cadillac office. The DEQ contact for this area for Type I Public Water Supplies would be Brad Slater, P.E., (phone # 231-876-4482). He may be able to convert the existing Type III well from Phase 1 into a portion of a Type I Water Supply System. Two wells and larger isolation standards are required for a Type I system. Also, there may possibly be another option if these two phases are split by ownership. The determination for water supply classification for Phase 2 will be determined by the DEQ representative. I understand that municipal water may be available when Phase 2 is built. If municipal water is available, this would be the best option for the Phase 2 portion of this development.

Please contact me if you have any questions regarding this development at 995-6026.

Thank you,

Eric Burt, R.S.
Public Water Supply Coordinator

Shawn Winter

From: Scott Jozwiak <scott@jozwiakconsulting.com>
Sent: Friday, December 11, 2015 3:47 PM
To: John Iacoangeli, AICP, PCP L; Shawn Winter
Subject: Fwd: Acme Apartments

Scott Jozwiak

Begin forwarded message:

From: Garth Greenan <GGreenan@gtcrc.org>
Date: December 11, 2015 at 3:35:06 PM EST
To: Scott Jozwiak <scott@jozwiakconsulting.com>
Subject: RE: Acme Apartments

Scott:

The Grand Traverse County Road Commission offer the following in terms of our understanding and conceptual review of the proposed apartments in Acme Township:

The apartments are located at the ends of Gilbert Ave. and also Holt Road, each of which have a 66' ROW. The project will be constructed in two phases, with the east phase being constructed first, off Holt Road. There will be 12 units in each building.

The items of comment and/or concern are:

- Turn around facilities of GTCRC vehicles at the end of the roadways. Facilities or easements for turnarounds will be required.
- Drainage: no additional offsite runoff will be allowed to be discharged to the ROW unless facilities are improved to accommodate the additional flow.
- Permits from the road commission will be required for any construction within the ROW.
- Any construction within the ROW must comply with GTCRC standards.

Upon submittal for the Land Develop Review Committee or for Permits, a review will be completed.

Garth

Garth Greenan, P.E.
Traffic Services Supervisor
Grand Traverse County Road Commission
1881 LaFranier Road
Traverse City, MI 49696
www.gtcrc.org

GTCRC Number: 231-922-4848

Direct Number: 231-922-4849 ext 205



From: Scott Jozwiak [<mailto:scott@jozwiakconsulting.com>]

Sent: Friday, December 11, 2015 12:21 PM

To: Garth Greenan <GGreenan@gtcrc.org>

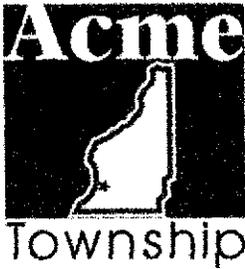
Subject: Acme Apartments

Hi Garth,

Just checking on the status of your review letter for the Acme Apartment project.

Thanks Garth,
Scott.

Scott Jozwiak, PE
Jozwiak Consulting
p 231.218.1201 | f 866.688.0965
PO Box 5342, Traverse City, MI 49696
13300 S W. Bayshore Dr., Traverse City, MI 49684
scott@jozwiakconsulting.com | www.jozwiakconsulting.com



Application Number: _____

Parcel Number: _____

ACME TOWNSHIP
Grand Traverse County, Michigan
Application for Special Use Permit/Site Plan Approval

Owner/Applicant Information: (please type or print clearly)

Name: Todd Gokey Phone: _____
Mailing Address: 3772 Kennedy Place
City: Williamsburg State: MI Zip: 49690
E-Mail Address: tsgokey@yahoo.com

A. Property Information:

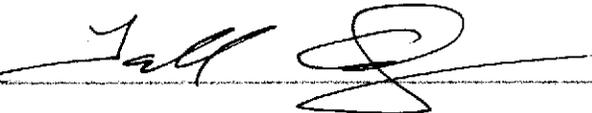
1. **Address:** 6142 Gilbert Ave. 6129 Holt Rd
Williamsburg, MI 49690 6085 Holt Rd
6121 Holt Rd
2. **Property Description/Parcel Number:** 01-234-033-00 01-234-030-00
3. **Current Zoning of Property:** MHN 01-234-032-00 01-300-043-01
01-300-040-00
4. If this project is one phase of a larger development and/or property subject to an existing/previous Site Plan Review, Special Use Permit, or Variance, what is/are the applicable permit number(s)? n/a
5. **Provide proof of current property ownership.** If applicant is not the current property owner, also provide written permission to act as agent of, and complete contact information for the current property owner. Applicant has provided authorization letters.
6. **Proposed Use/Change to Property:**
Proposed 24-unit townhouse-style apartment complex.
7. **Estimated Start and Completion Dates:**
Phase 1- Fall 2015 through Summer 2016
Phase 2- to be determined

B. Application Packet Requirements: REFER TO ACME TOWNSHIP ZONING ORDINANCE AND COMPLETE ATTACHED CHECKLIST

C. Fees: Include initial fee as required by the Acme Township Ordinance #2004-01, Schedule of Fees.

D. Fee Escrow Policy Acknowledgement: provide completed and signed form with initial escrow fee deposit.

E. **Affidavit:** The undersigned affirms that he/she is the _____ (owner, agent, lessee, or other interested party) involved in this petition and that the foregoing answers, statements and information are in all respects true and, to the best of his/her knowledge, correct. By making this application, the undersigned grants all officials, staff and consultants of Acme Township access to the subject property as required and appropriate to assess site conditions in support of a determination as to the suitability of the proposed project and/or current or future special use permit and zoning ordinance compliance.

Signed:  Date: 11-20-15

Township Use/Official Action:

Application Number: _____ Date Received: _____

Public Hearing/Meeting: _____

Date of Advertising: _____ T&A Account #: _____



SITE PLAN REVIEW AND SPECIAL USE PERMIT APPLICANT CHECKLIST

Acme Township offers this checklist as a service to our Special Use Permit and Site Plan Review applicants. **Please note that this checklist represents the minimum amount of information required to process your application. Applicant circumstances will vary, and your specific situation may require the submission of additional information to meet Zoning Ordinance requirements and facilitate the shortest and smoothest possible public process.**

We strongly encourage and recommend that all potential applicants schedule a pre-conference meeting with township staff prior to application submission so that we may provide more customized guidance.

BEFORE FULL STAFF REVIEW COMMENCES AND A PRELIMINARY PLANNING COMMISSION HEARING/MEETING DATE IS SET the following plans and documentation must be submitted. (If applicable)

- 1. Completed and signed application form
- 2. Completed and signed Fee Escrow Policy Acknowledgement and initial fee escrow deposit (until this is received, your project will not move forward)
- 3. Narrative description of proposed use(s), including but not limited to proposed hours of operation, number of employees, and anticipated traffic generation
- 4. Site Plans conforming to the requirements of Acme Township Zoning Ordinance Section 8.2.3:
- 5. Landscape Plan (please refer to Z.O. Sections 7.5-7.5.6)
- 6. Visual image of proposed buildings (elevation drawings showing how building will look) and proposed exterior materials
- 7. Exterior lighting plan, including locations, types and heights of all proposed exterior lighting and cut sheets (technical specifications, photometric) for all proposed exterior lighting fixtures and associated components
- 8. Plans and any other information required by ordinance specifically for your proposed land use
- 9. Storm water control plan
- 10. Parking (Section 7.5.)
- 11. Cross Access Easement agreement

Pursuant to Acme Township Z.O. Section 8.2.4.d and 8.2.4.e, as part of the application process, the township will submit information about your project to various regulatory agencies including but not limited to the following as applicable to determine whether your project appears likely to meet their permit requirements and promote public health, safety and welfare. You will be advised as to their feedback to the township about your project and any plan revisions that may be necessary to satisfy their requirements:

- | | | |
|--------------------------|--|--------------|
| <input type="checkbox"/> | Grand Traverse County Health Department (well & septic) | 231-995-6051 |
| <input type="checkbox"/> | Grand Traverse County Department of Public Works (sewer) | 231-995-6039 |
| <input type="checkbox"/> | Grand Traverse County Soil Erosion Department | 231-995-6042 |
| <input type="checkbox"/> | Grand Traverse Metro Fire Department | 231-947-3000 |
| <input type="checkbox"/> | Grand Traverse County Sheriff's Department | 231-995-5000 |
| <input type="checkbox"/> | Grand Traverse County Road Commission (new roads & driveway locations) | |
| <input type="checkbox"/> | | 231-922-4848 |
| <input type="checkbox"/> | Michigan Department of Transportation (US 31 & M-72) driveways | 231-941-1986 |
| <input type="checkbox"/> | Michigan Department of Environmental Quality (wetlands) | 231-775-3960 |

NUMBER OF DOCUMENT SETS REQUIRED:

- Site Plan Review Projects: 1 set of 24 x 36 hard copy 10 sets of 11 x 17
- Special Use Permit Review: 1 set of 24 x 36 hard copy 10 sets of 11 x 17
- Site Plan and SUP applicants: all documents must also be submitted in PDF format.
- The township may also request CAD files and/or GIS shapefiles for portions or all of your plans

Acme Township
6042 Acme Road
Williamsburg, MI 49690
231/938-1350; fax 231/938-1510
ESCROW POLICY ACKNOWLEDGMENT

I have read, and agree to abide by, the Acme Township policy concerning escrow fees.

Name (please print) Todd Cokey

Signed  Date: 11-20-15

Project Name Acme Apartments

Person/Company responsible for account (billing purposes):

Name Todd Cokey

Mailing Address/P.O. Box 3772 Kennedy Pl

City Williamsburg State MI Zip 49690

Phone Number 231 883 5269 Fax Number 231 938 2846

e-mail: TSGokey@yahoo.com

ALL ESCROW CHARGES MUST BE CURRENT OR PROJECT WILL BE REMOVED FROM AGENDAS AND NO ACTION WILL BE TAKEN.

If an Applicant is more than 30 days overdue on a notice to redeposit an amount under this Escrow Policy, the Township Supervisor shall give the applicant written notice to bring the Escrow Account current within 15 days. If the Applicant does not bring the account current within 15 days, the Township Board may determine at a regular or special meeting that the application has lapsed. The Applicant shall be given 15 days notice of such meeting and shall have the opportunity to address the Township Board prior to any decision. If the Township Board determines that the application has lapsed, the Township will notify the applicant in writing. Once an application has lapsed, the Applicant will be required to submit a new application and begin the application process over again. A determination that an application has lapsed under this Escrow Policy is not a denial of the application. The Township retains all legal rights to seek payment of amounts due on an application that is determined to have lapsed.

NO BUILDING PERMITS WILL BE ISSUED IF A BALANCE IS OWING.

November 19, 2015 (revised 12-10-15)

RE: Acme Apartment Complex

⇒ Project Overview

- This submittal is for a two phase apartment complex that in total proposes 24 townhouse style units. Each unit is proposed to be 2 stories tall.
- Parcel A will be developed first and Parcel B will be developed at a later date depending on demand.

⇒ Parcel Information

- The total project consists of 2.17 acres. Parcel A is 1.27 acres, Parcel B is 0.9 acres.
- Both parcels are bordered by Acme Creek to the north.
- Parcel A does not consist of any structures or impervious surfaces.
- Parcel B is a single family home and will remain a single family home by the current owner until such a time that the developer wishes to execute the purchase.

⇒ Zoning

- Summary
 - The property is zoned MHN (Mixed Housing Neighborhood)
 - Apartments are a permitted use in this district.
- Setbacks
 - Buildings are set back 50' from the bank of Acme Creek.
 - Due to the irregular nature of this parcel in proximity to road right-of-way, differentiating between front, side and rear yards was very difficult. After reviewing the relationship with right-of-way frontage, we determined the setbacks. Please re
 - All other parcels lines have 10' setbacks (side yard).
- Traffic generation/circulation
 - Traffic generation for this apartment complex is estimated to be 6.63 trips per day per apartment unit (Institute of Transportation Engineers)
 - Average Daily Trips = $24 \times 6.63 = 160$
 - Traffic is allowed to access M-72 and US-31.
 - Access to Gilbert Drive will be by way of an emergency gate with a Knox box. Otherwise, resident nor thru traffic will be permitted. Gilbert Drive at this location is only a 33' wide access easement. Additionally, it is "back of the house" for the businesses that front US-31 and therefore is not conducive to flow-thru traffic.
 - The sidewalk network within the apartment complex connects to Holt Road and Gilbert Avenue.
- Parking
 - Ordinance requirement: 1.5 spaces per apartment unit
 - 36 spaces are required, 39 spaces are shown.
- Impervious surface
 - Ordinance allows for up to 60% impervious surface.
 - Current project is at 40%.

⇒ Utilities

- Sewer

- Municipal sewer service will service this development.
 - Sewer is available on both Holt and Gilbert Avenue. According to as-built information, a sewer lead exists for parcel B. Due to phasing and the length of run, a second lead will be installed from Holt Road.
 - Inspection manholes will be installed on both leads.
 - Water
 - Municipal water is not available to this parcel.
 - Development will be serviced by wells.
 - Phase 1 will utilize a new Type III well. A Type III can service up to 13 connections.
 - Upon moving forward with Phase 2, the developer will either:
 - convert the Type III well to a Type 1 (isolation requirements to potential contamination areas increase)
 - install a second Type III well and provide documentation that separates the two buildings into two distinct operating entities.
 - seek municipal water source.
- ⇒ Stormwater Management
- Stormwater is controlled by way of underground collection/infiltration systems and stone drains along the perimeter of the structures.
 - 100 year frequency Design storm was used for calculations.
- ⇒ Soil Erosion Control
- Due to the sensitivity to work in proximity to Acme Creek, additional measures are being implemented to increase the level of protection along the creek. Two rows of silt fence are proposed.
 - The soils being coarse sand provide for minimal overland flow due to the high infiltration rates associated with these types of soils.
- ⇒ Fire Protection
- Since a suitable fire protection water supply is unavailable to the site at this time, an early detection system will be installed which will have off-site monitoring, 24 hours per day, 7 days per week.
 - At such a time that a reliable water supply becomes available to the site, the above mentioned monitoring would be reduced or brought into current compliance with the International Fire Code.
- ⇒ Building Information
- Overview
 - Materials
 - Height
 - Lighting
- ⇒ Project Phasing
- The project is planned to consist of two phases.
 - Phase 1 will be constructed in the spring of 2016.
 - Phase 2 will be constructed based on market demand.



**ACME TOWNSHIP PLANNING COMMISSION MEETING
ACME TOWNSHIP HALL
6042 Acme Road, Williamsburg MI 49690
December 14, 2015 7:00 p.m.**

New Format Sample

CALL TO ORDER WITH PLEDGE OF ALLEGIANCE

ROLL CALL:

A. LIMITED PUBLIC COMMENT:

B. APPROVAL OF AGENDA:

C. INQUIRY AS TO CONFLICTS OF INTEREST:

D. PUBLIC HEARINGS: none

E. NEW BUSINESS:

1. PUD/SUP 2015-04 Minor Amendment with Site Plan Review – LochenHeath Golf Cottage
2. 2015-06 Site Plan Review – Gokey Apartments
3. Planning Commission Agenda Format

F. OLD BUSINESS:

1. Amendment 036: Medical Marihuana Dispensaries and Cultivation Operations
2. Planned Unit Development (PUD) Ordinance
3. Tent Sale Ordinance

G. RECEIVE AND FILE

1. **Approved Minutes of:**
 - a. Township Board Minutes 11/10/15
 - b. Parks and Trails Committee Minutes 11/06/15

H. ACTION:

1. **Approve Draft Minutes of:**
 - a. Planning Commission Minutes 11/09/15
2. **Adopt 2016 Meeting Schedules for:**
 - a. Planning Commission
 - b. Zoning Board of Appeals

I. ITEMS REMOVED FROM CONSENT CALENDAR:

1. _____
2. _____

J. CORRESPONDENCE:

1. *Planning and Zoning News*, Vol. 34 No. 1, November 2015

K. PUBLIC COMMENT & OTHER PC BUSINESS

1. Zoning Administrator Report: Shawn Winter
2. Planning Consultant Report: John Iacoangeli
3. Township Board Report: Doug White
4. Parks and Trails Committee Report: Marcie Timmins

ADJOURN: