



DOWNTOWN MANAGEMENT BOARD

February 21, 2023

1. Call to Order – 6:00 P.M. – City Hall Council Chambers
2. Consent Agenda:
 - (a) Approval of the regular meeting minutes of January 17, 2023
 - (b) Payment of January bills
 - (c) Acceptance of January expense and income reports
3. Public Comments
4. New Business:
 - (a) Discussion on request from City staff for approval of letter of support for upcoming City projects
 - (b) Reports by Downtown Management Board Committees
 - (c) Reports by City staff
5. Adjournment

Alternatively, join the meeting via the Zoom platform

<https://us02web.zoom.us/j/88043228853>

Meeting ID: 880 4322 8853

Dial by Phone: +1 646 558 8656 US (New York)

Persons with disabilities who require assistance in order to participate in the electronic public meeting should contact the City Clerk at the earliest opportunity by emailing sbek@petoskey.us or by calling 231-347-2500 to request assistance.

Persons interested in addressing the Downtown Management Board during the meeting under public comment period can press the “raise hand” button or send a chat message in Zoom or by phone press *9.

Public meetings are being monitored and violations of statutes will be prosecuted.



City of Petoskey

Agenda Memo

BOARD: Downtown Management Board

MEETING DATE: February 21, 2023

PREPARED: February 17, 2023

AGENDA SUBJECT: Consent Agenda

RECOMMENDATION: That the Downtown Management Board approve items and administrative transactions that have been included on the Consent Agenda

The Downtown Management Board will be asked to approve the consent agenda that includes: (1) Enclosed minutes of the Downtown Management Board regular meeting minutes of January 17, 2023; (2) Acknowledgement of bills since January 17, 2023; and (3) Acceptance of the January expense and income reports as prepared by the Downtown Director.

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Enclosures



DOWNTOWN MANAGEMENT BOARD

January 17, 2023

A regular meeting of the City of Petoskey Downtown Management Board was held in the City Hall Council Chambers on Tuesday, January 17, 2023. The meeting was called to order at 7:13 P.M., and the following were

Present: Ben Slocum, Chairperson
Gary Albert
Robin Bennett, Vice Chairperson
Megan DeWindt
Joe Keedy
Jennifer Shorter
Drew Smith
John Murphy, Mayor

Absent: Marnie Duse

Also in attendance were Downtown Director Becky Goodman and City Manager Shane Horn.

Organization of Board

Chair Slocum announced that the first order of business at the January meeting was to select a Chair and Vice Chair and to set the schedule of meetings for 2023. Albert moved, supported by Shorter that Slocum again be elected Chair and Bennett be elected Vice Chair and that regularly scheduled meetings continue to be held the third Tuesday of the month and change start time to 6:00 P.M. All in favor.

Approve Consent Agenda Items

Downtown Management Board members discussed the first item of routine business, the November 15, 2022 regular meeting minutes and December 13, 2022 special joint meeting minutes; acknowledgement of bills since November 15, 2022 that totaled \$38,928.69; and November and December expense and income reports as prepared by the Downtown Director. Shorter moved and seconded by Keedy to approve the consent agenda. All in favor.

Hear Public Comments

Chairperson Slocum asked for public comments and there were no comments.

Approve Parking Committee Appointment

The Downtown Director reviewed that the Parking Committee is to be composed of four Board members and one member at large; that there has been a Board member vacancy on the committee for several months; and Chair Slocum asked Board member Drew Smith to serve on the committee.

Motion by DeWindt supported by Shorter to appoint Drew Smith to the Parking Committee. All in favor.

Discuss Façade Improvement Grant Program Initiative

The Downtown Director reviewed that the Design Committee is looking to revive its current Façade Grant program through different promotional means and grant requirements; that there have been fewer applicants the past few years with more requesting funds for maintenance grants; that the committee discussed other ways to spend funds that would benefit the character and look of downtown; that the Design Committee is not abandoning the façade grant initiative, but looking to take a step back this year and potentially offer façade grants only in certain years; that the committee is interested in working on interpretive signage for the train tracks, an historical marker and an identity sign for Pennsylvania Park; that these projects are identified in the new Parks and Recreation Master Plan and the Parks and Recreation Director agreed that this work would be acceptable as long as his staff was involved in the planning; that the committee has \$50,000 budgeted and asking for approval for that amount to be used on this new project for Pennsylvania Park while putting the façade grant program on hold until a future date to be determined.

Board members discussed program; heard from those in favor of using funds towards the signage project and excited to see collaboration between Design Committee and Parks and Recreation; heard comments on pre-façade grant program arrangements with banks on interest rates to aid in building improvements as additional incentives; discussed changing name of budget line item; inquired on application period and deadlines and the potential to change to allocate funding for planning purposes; and inquired on the lighting project status in Pennsylvania Park.

The Downtown Director responded that funds would only be used this year for signage project and façade grant program would continue in future years; that lighting was approved a few years back from the Parking Committee; and façade grant applications are due March 1 and are approved at the March DMB meeting.

Motion by Bennett supported by DeWindt to accept Design Committee requests to redirect the 2023 façade improvement grant program funds for interpretive signage for Pennsylvania Park.

Board members further discussed and heard from those interested in waiting this year to see if there may be applications submitted; inquired when the committee needed deadline for bids; that it is a valuable use of the money, but bigger projects have funds earmarked, but not coming to fruition; and heard from those in favor to seek grant applications as planned and have Design Committee or Parks and Recreation Department submit budget for signage project.

Ms. Bennett withdrew the original motion.

Board members genuinely were in support of project idea and concurred to table this matter until more information was provided and continue with the normal façade grant improvement program for 2023.

Discuss Trash Area Behind Chamber Building

The Downtown Director reviewed that there has been an ongoing trash issue affecting businesses on the 300 block of Howard Street that backed up to Park Avenue; that the matter needed to be reassessed; that prior to the restroom renovations, a trash enclosure was built behind the Chamber building which was locked and accessible only by a passcode combination; that the enclosure was funded equally by the property owners bordering the Park and by the DMB; that when the new restrooms were constructed, building boundaries were expanded and a new enclosure was built by the City that was funded as a part of the restroom improvements; that the enclosure has a locked door, but is not entirely enclosed due to the City's needs to be able to enter and service the electrical equipment located inside enclosure; and that there is a need for a solution to this ongoing trash problem.

Board members discussed posting signage inside and outside the enclosure in regards to dumping and who is allowed to use; discussed installing a video camera; heard concerns that this is a safety issue; that original rules should be enforced as much as possible; that food compostable is allowed; and general enforcement by Public Safety or soon to be Code Enforcement Officer is needed.

Chair Slocum asked for public comments and heard from a business owner relative to this enclosure and that it is a good start to install a video camera; heard concerns with who is allowed in the enclosure; and the need for general enforcement.

Reports by Downtown Committees

The Downtown Director reviewed that the Design, Marketing, Parking and Organization Task Force notes were in the packet.

The Downtown Director further reported that Thirsty Thursday's are starting back up and the first one is this week; annual meeting is scheduled for 5:30pm, February 23 in the Rose Room at the Perry; planning is underway for Winter Wonderland Weekend and that the Downtown is partnering with Parks and Recreation for bump jumping and cardboard sled events like the old winter carnival days with prizes; that there has been a good response from applicants for the Marketing Promotions Director position and some interviews and have been conducted; and that she has been invited to a staff meeting next week regarding the entryway to downtown.

There being no further business to come before the Downtown Management Board, this January 17, 2023, meeting adjourned at 9:02 P.M.

Downtown Management
Monthly Bills - January 2023

February 12, 2023

PROGRAMS AND SERVICES

Concerts in the Park	CTAC/sponsorship	DT Assessment	\$ 2,500.00
DT Marketing	Mailchimp/contract	DT Assessment	\$ 115.00
DT Marketing	Squarespace/contract	DT Assessment	\$ 29.00
DT Marketing	Meta/contract	DT Assessment	\$ 67.27
DT Marketing	Lamar/January Billboard	DT Assessment	\$ 935.00
DT Marketing	Lamar/January Billboard art	DT Assessment	\$ 175.00
DT Marketing	Writing Dailey/blog	DT Assessment	\$ 125.00
DT Marketing	JC Whelan/website development	DT Assessment	\$ 200.00
DT Sound	CTAC/sponsorship	DT Assessment	\$ 2,500.00
Holiday Open House	Petoskey Snowmobile Club/bean soup	DT Assessment	\$ 857.10
Winter Wonderland	SkyNova/Ice sculpture deposit	DT Assessment	\$ 5,000.00
Winter Wonderland	Scharf-53ARTS/snow sculpture	DT Assessment	\$ 1,000.00
Total Programs & Services			\$ 13,503.37

PARKING FUND

Contracted Services	Traffic & Safety/M2M Verizon	Parking Fund	\$ 81.00
Contracted Services	T2/Digital Iris Services	Parking Fund	\$ 165.00
Contracted Services	LexisNexis/contract	Parking Fund	\$ 150.00
Contracted Services	Up North Services/Sidewalk snow removal	Parking Fund	\$ 1,271.00
Contracted Services	Up North Services/Sidewalk snow removal	Parking Fund	\$ 6,510.00
Contracted Services	Duncan/smartmeter fees	Parking Fund	\$ 2,200.50
Contracted Services	Van's/contract	Parking Fund	\$ 58.45
Contracted Services	USIO/credit card fees	Parking Fund	NA
DT Office	Zoom/monthly fee	Parking Fund	\$ 15.39
DT Office	Spectrum/phones, internet	Parking Fund	\$ 138.03
DT Office	DTE/utilities	Parking Fund	\$ 204.10
DT Office	Wm Thompson/rent	Parking Fund	\$ 850.00
DT Office	ThruGlass/window cleaning	Parking Fund	\$ 30.00
DT Office	McCardel/water	Parking Fund	\$ 10.00
DT Office	City of Petoskey/utilities	Parking Fund	\$ 58.14
DT Office	Keep it Real Social/services	Parking Fund	\$ 2,100.00
DT Office	MML/job posting	Parking Fund	\$ 150.00
DT Office	Integrity/supplies	Parking Fund	\$ 163.52
DT Office	Integrity/supplies	Parking Fund	\$ 52.62
DT Office	Meyer ACE/supplies	Parking Fund	\$ 8.09
DT Office	Wages	Parking Fund	\$ 20,000.00 est
Materials & Supplies	Meyer ACE/boot trax	Parking Fund	\$ 11.21
Materials & Supplies	Meyer ACE/snow shovels	Parking Fund	\$ 32.38
Signs	Pro Image/meter sponsor signs	Parking Fund	\$ 50.00
Utilities	City of Petoskey/ Livery Lot	Parking Fund	\$ 60.76
Utilities	AT&T/cell phones	Parking Fund	\$ 377.82
TOTAL			\$ 34,748.01

TOTAL BILLS \$ 48,251.38

PROGRAMS SERVICES
MONTHLY REPORT
January 2023

February 12, 2023

REVENUES	BUDGET	CURRENT MONTH	YTD	LAST YTD	BUDGET BALANCE
SPECIAL ASSESSMENTS	113,070.00	113,070.00	113,070.00	105,673.00	-
PENALTIES & INTEREST	4,000.00	0.00	0.00	0.00	4,000.00
TRANSFER FROM FUND BALANCE	20,000.00	0.00	20,000.00	-	-
INTEREST INCOME	2,000.00	0.00	0.00	0.00	2,000.00
FRIDAY NIGHT AT THE MOVIES	1,600.00	0.00	0.00	0.00	1,600.00
WINTER WONDERLAND WEEKEND	5,500.00	1,000.00	1,000.00	0.00	4,500.00
TROLLEY	3,000.00	0.00	0.00	0.00	3,000.00
MARKETING & PROMOTIONS					-
Annual Toast to DT Meeting	1,000.00			0.00	1,000.00
Shop Map Ads	12,000.00	1,500.00	1,500.00	0.00	10,500.00
Holiday Catalog	7,500.00	0.00	0.00	0.00	7,500.00
May Getaway	2,000.00		0.00	0.00	2,000.00
NEW POP UP EVENT	5,000.00		0.00	0.00	5,000.00
SUMMER SEND OFF POP UP EVENT	5,000.00	0.00	0.00	0.00	5,000.00
	181,670.00	115,570.00	135,570.00	105,673.00	46,100.00
EXPENSES					
<u>Events</u>					
HOLIDAY OPEN HOUSE	2,000.00	857.10	857.10	0.00	1,142.90
Pet. Snowmobile Club/bean sout \$857.10					
LADIES OPENING NIGHT	3,000.00	0.00	0.00	0.00	3,000.00
NEW POP UP EVENT	10,000.00	0.00	0.00	0.00	10,000.00
SIDEWALK SALES	5,000.00	0.00	0.00	0.00	5,000.00
MOVIES IN THE PARK AT DARK	1,600.00	0.00	0.00	0.00	1,600.00
SUMMER SEND OFF	10,000.00	0.00	0.00	0.00	10,000.00
DOWNTOWN TRICK OR TREAT	1,000.00	0.00	0.00	0.00	1,000.00
WINTER WONDERLAND WEEKEND	25,000.00	6,000.00	6,000.00	5,000.00	19,000.00
SkyNova/ice sculpture deposit \$5,000					
Scharf-54ARTS/snow sculpture \$1000					
<u>Collaborating Events</u>					
CONCERTS IN THE PARK	2,500.00	2,500.00	2,500.00	0.00	-
CTAC/pledge \$2,500					
FOURTH OF JULY	1,000.00	0.00	0.00	0.00	1,000.00
FARMERS MARKET	1,000.00	0.00	0.00	0.00	1,000.00
HOLIDAY PARADE	3,000.00	0.00	0.00	0.00	3,000.00
GALLERY WALK	1,000.00	0.00	0.00	0.00	1,000.00
JACK-O-LANTERN WALK	1,000.00	0.00	0.00	0.00	1,000.00
DOWNTOWN SOUND	2,500.00	2,500.00	2,500.00	-	-
CTAC/pledge \$2,500					
BLISS CONCERTS	10,000.00	0.00	0.00	0.00	10,000.00
RESTAURANT WEEK PLEDGE	500.00	0.00	0.00	0.00	500.00
<u>Marketing and Promotions</u>					
IMAGE CAMPAIGN	28,000.00	1,646.27	1,646.27	932.52	26,353.73
Mailchimp/contract \$115					
Squarespace/contract \$29					
Meta/contract \$67.27					
Writing Dailey/blog \$125					
Lamar/January billboard \$935					
Lamar/January billboard art \$175					
JC Whelan/Website development \$200					
SHOP MAP	7,500.00	0.00	0.00	0.00	7,500.00
ANNUAL TOAST TO DT MEETING	3,000.00	0.00	0.00	0.00	3,000.00
HOLIDAY CATALOG	12,000.00	0.00	0.00	0.00	12,000.00
STAYCATION	5,000.00	0.00	0.00	0.00	5,000.00
MAY GETAWAY	3,000.00	0.00	0.00	0.00	3,000.00
<u>Economic Enhancement</u>					
BUSINESS RECRUITMENT	2,500.00	0.00	0.00	0.00	2,500.00
BUSINESS RETENTION	1,000.00	0.00	0.00	0.00	1,000.00
<u>Beautification</u>					
HOLIDAY DECORATIONS	12,000.00	0.00	0.00	0.00	12,000.00
FALL DECORATIONS	2,500.00	0.00	0.00	0.00	2,500.00
FLOWERS	10,000.00	0.00	0.00	0.00	10,000.00
PETOSKEY PUBLIC ART PROJECT	10,000.00				
<u>Capital Outlay</u>					
<u>Administrative</u>					
INSURANCE AND BONDS	200.00	0.00	0.00	0.00	200.00
OTHER	100.00	0.00	0.00	0.00	100.00
TOTAL	176,900.00	13,503.37	0.00	5,932.52	176,900.00
Excess of Revenues Over Expenses	4,770.00	102,066.63	135,570.00	99,740.48	(130,800.00)

**Downtown Parking Fund
January 2023**

February 12,2023

	Budget	Current Month	YTD	Last YTD	Budget Balance
REVENUES					
Meters	521,000.00	29,069.80	29,069.80	22,360.54	491,930.20
fines	200,000.00	18,362.02	18,362.02	18,887.51	181,637.98
Permits	140,000.00	15,810.00	15,810.00	24,930.00	124,190.00
Bags	15,000.00	397.29	397.29	60.00	14,602.71
Tokens	1,500.00	190.00	190.00	105.00	1,310.00
Interest	2,000.00	0.00	0.00	0.00	2,000.00
Meter Sponsorships	5,000.00	800.00	800.00	400.00	4,200.00
ParkMobile	210,000.00	9,791.05	9,791.05	13,644.23	200,208.95
Total Parking Revenue		74,420.16	74,420.16	80,387.28	1,020,079.84
credit card sales		5,287.00	87,506.00	67,338.00	
ev charging station		-	309.13	78.00	
Total Revenue	1,094,500.00	74,420.16	74,420.16	80,387.28	1,020,079.84
	Budget	Month	YTD	Last YTD	Budget Balance
EXPENSES					
ADMINISTRATIVE FEES	23,500.00	0.00	0.00	0.00	23,500.00
BANK CHARGES	20,000.00	NA	0.00	0.00	20,000.00
CAPITAL OUTLAY	216,500.00	0.00	0.00	0.00	216,500.00
CONFERENCES & MEMBERSHIPS	10,000.00	0.00	0.00	170.00	10000.00
CONTRACTED SERVICES	115,000.00	10,435.95	10,435.95	12,303.84	104,564.05
T2/Digital Iris \$165					
Traffic & Safety/M2M Station \$81		-			
Duncan/January 2022 smart meter fees \$2,200.50					
LexisNexis/contract \$150					
Van's/contract \$58.45					
Up North Services/sidewalk snow removal \$1,271					
Up North Services/sidewalk snow removal \$6,510					
USIO/credit card fees \$NA					
DOWNTOWN OFFICE	429,000.00	23,779.89	23,779.89	23,226.37	405,220.11
Zoom/monthly fee \$15.39					
Spectrum/phones, internet \$138.03					
City of Petoskey/utilities \$57.14					
DTE/utilities \$204.10					
McCardel/water \$30					
Thru Glass/window cleaning \$10					
WmThompson/rent \$850					
Integrity/suppliea \$163.52					
MML/Job posting \$150					
Keep it Real Social/Services \$2,100					
Meyer ACE/supplies \$8.09					
Integrity/supplies \$52.62					
Wages \$20,000 est					
EQUIPMENT REPAIR	3,000.00	0.00	0.00	0	
FAÇADE GRANT	50,000.00	0.00	0.00	0.00	50,000.00
MATERIALS AND SUPPLIES	8,000.00	43.59	43.59	346.00	7,956.41
Meyer ACE/supplies 32.38					
Meyer ACE/supplies \$11.21					
PROFESSIONAL SERVICES	1,000.00	0.00	0.00	0.00	1,000.00
SIGNS	500.00	50.00	50.00	0.00	450.00
Pro Image/meter sponsor signs \$50					
TROLLEY	15,000.00	0.00	0.00	0.00	15,000.00
UNIFORMS	2,000.00	0.00	0.00	0.00	2,000.00
UTILITIES	6,500.00	438.58	438.58	377.82	6,061.42
City of Petoskey/Livery Lot \$60.76					
AT&T/cell phones \$377.82					
OTHER	-	0.00	0.00	0.00	-
TOTAL EXPENSES	903,000.00	34,748.01	34,748.01	36,254.03	868,251.99
NET	191,500.00	39,672.15	39,672.15	44,133.25	151,827.85



MEMORANDUM

TO: Downtown Management Board

FROM: Becky Goodman, Downtown Director

DATE: February 15, 2023

RE: Request from Staff for Approval of Letter of Support for Upcoming City Projects

Zach Sompels, City Planner, informally discussed two separate projects with the Parking Committee at its monthly meeting. The Committee supports these projects and it was suggested that the entire Board be asked to support them by approving formal letters of support to be written and sent by staff.

Former Michigan Maple Block Property Project

The first project is the housing project proposed for the Michigan Maple Block property. The proposal for this site is to construct 216 residential apartment units (1, 2, & 3 bedrooms) across six buildings on the 11-acre site. A two-story commercial space with hopes of a convenience grocer on the first floor and a distillery on the second floor is also included in the plan. The residential buildings are proposed to be four stories with the first story being parking. The project would be a huge increase in much needed housing for the City. To qualify for state credits the income range required would be required to be 80-120% AMI (area medium income).

An attachment to this memo shows the current proposed site plan for the project which is not yet final.

Condensed Zoning Project

The second project that is being worked on by the Planning Commission is a plan to condense City zoning that would include:

- Combining current zoning districts RM-1 Multiple Family and RM-2 Multiple Family into the RM District. This combination would essentially allow for the increased density that RM-2 has across both of the districts with a new name. This new district would essentially combine the RM-1 district into the RM-2 district.
- Combining current zoning districts B-1 Local Business, B-2a Transitional Business, B-2b Mixed Use Corridor, and OS Office Service into the MB Mixed Business District, based on the fact that many of the uses within these districts are the same, and that the combination would allow all the current uses in those districts in the new MB Mixed Business District. The setbacks in the new combined district have been diminished to existing smallest setbacks which would allow for an increase in density.

These zoning changes are designed to promote neighborhood community and also locations for businesses and housing that provide a wide variety of both housing and commercial options at an array of different price points.

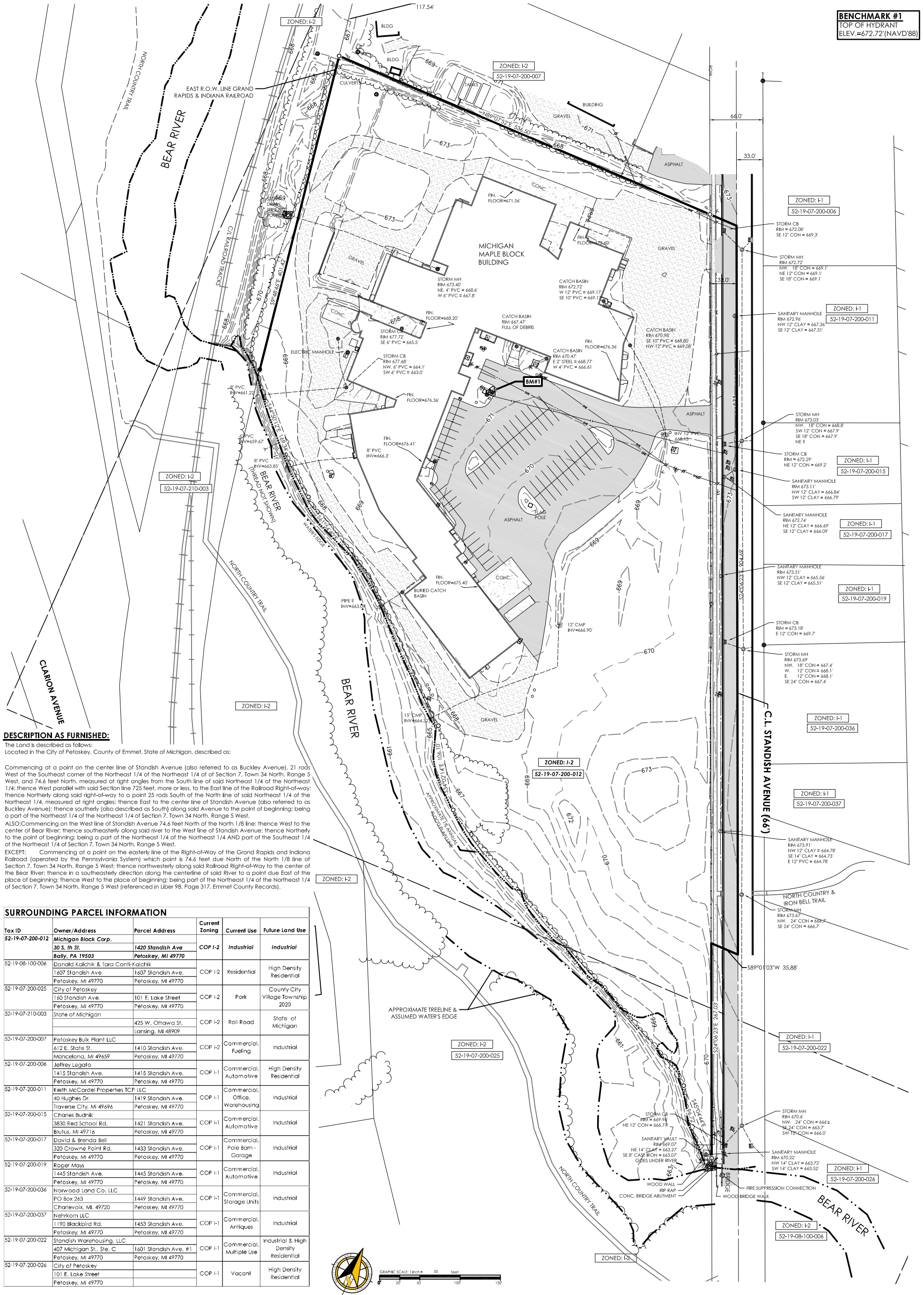
An attachment of the zoning map shows the proposed zoning districts.

Action

The request from staff is that the Board discuss and vote to approve staff sending a letter of support to the Planning Commission for either or both projects.

Attachments

830 Cottageview Dr., Ste. 201
P.O. Box 4015
Traverse City, MI 49685
Phone: 231-946-9310
www.maaeps.com
info@maaeps.com



DESCRIPTION AS FURNISHED:
The Land is described as follows:
Located in the City of Petoskey, County of Emmet, State of Michigan, described as:

Commencing at a point on the center line of Standish Avenue (also referred to as Buckley Avenue), 21 rods West of the Southeast corner of the Northeast 1/4 of the Northeast 1/4 of Section 7, Town 34 North, Range 5 West, and 74.6 feet North, measured at right angles from the South line of said Northeast 1/4 of the Northeast 1/4; thence West parallel with said Section line 725 feet, more or less, to the East line of the Railroad Right-of-way; thence Northerly along said right-of-way to a point 25 rods South of the North line of said Northeast 1/4 of the Northeast 1/4, measured at right angles; thence East to the center line of Standish Avenue (also referred to as Buckley Avenue); thence southerly (also described as South) along said Avenue to the point of beginning; being a part of the Northeast 1/4 of the Northeast 1/4 of Section 7, Town 34 North, Range 5 West.

ALSO: Commencing on the West line of Standish Avenue 74.6 feet North of the North 1/8 line; thence West to the center of Bear River; thence southeasterly along said river to the West line of Standish Avenue; thence Northerly to the point of beginning; being a part of the Northeast 1/4 of the Northeast 1/4 of Section 7, Town 34 North, Range 5 West.

EXCEPT: Commencing at a point on the easterly line of the Right-of-Way of the Grand Rapids and Indiana Railroad (operated by the Pennsylvania System) which point is 74.6 feet due North of the North 1/8 line of Section 7, Town 34 North, Range 5 West; thence northwesterly along said Railroad Right-of-Way to the center of the Bear River; thence in a southeasterly direction along the centerline of said River to a point due East of the place of beginning; thence West to the place of beginning; being part of the Northeast 1/4 of the Northeast 1/4 of Section 7, Town 34 North, Range 5 West (referenced in Liber 98, Page 317, Emmet County Records).

SURROUNDING PARCEL INFORMATION					
Tax ID	Owner/Address	Parcel Address	Current Zoning	Current Use	Future Land Use
52-19-07-200-012	Michigan Block Corp. 30 S. In St. Bally, PA 19503	1420 Standish Ave Petoskey, MI 49770	COP I-2	Industrial	Industrial
52-19-08-100-006	Donald Kalchik & Tara Confr-Kalchik 1607 Standish Ave Petoskey, MI 49770	1607 Standish Ave. Petoskey, MI 49770	COP I-2	Residential	High Density Residential
52-19-07-200-025	City of Petoskey 160 Standish Ave. Petoskey, MI 49770	101 E. Lake Street Petoskey, MI 49770	COP I-2	Park	County City Village Township 2020
52-19-07-210-003	State of Michigan 425 W. Ottawa St. Lansing, MI 48909		COP I-2	Rail Road	State of Michigan
52-19-07-200-007	Petoskey Bulk Plant LLC 612 E. Slate St. Manacelona, MI 49659	1410 Standish Ave. Petoskey, MI 49770	COP I-2	Commercial, Fueling	Industrial
52-19-07-200-006	Jeffrey Legato 1415 Standish Ave. Petoskey, MI 49770	1415 Standish Ave. Petoskey, MI 49770	COP I-1	Commercial, Automotive	High Density Residential
52-19-07-200-011	Keith McCord Properties TCP LLC 40 Hughes Dr. Traverse City, MI 49696	1419 Standish Ave. Petoskey, MI 49770	COP I-1	Commercial, Office, Warehousing	Industrial
52-19-07-200-015	Charles Budnik 3830 Red School Rd. Brutus, MI 49716	1421 Standish Ave. Petoskey, MI 49770	COP I-1	Commercial, Automotive	Industrial
52-19-07-200-017	David & Brenda Bell 320 Crowne Point Rd. Petoskey, MI 49770	1433 Standish Ave. Petoskey, MI 49770	COP I-1	Commercial, Pole Barn - Garage	Industrial
52-19-07-200-019	Roger Mays 1445 Standish Ave. Petoskey, MI 49770	1445 Standish Ave. Petoskey, MI 49770	COP I-1	Commercial, Automotive	Industrial
52-19-07-200-036	Norwood Land Co. LLC PO Box 263 Charlevoix, MI 49720	1449 Standish Ave. Petoskey, MI 49770	COP I-1	Commercial, Storage Units	Industrial
52-19-07-200-037	Nehrkorn LLC 1190 Blackbird Rd. Petoskey, MI 49770	1453 Standish Ave. Petoskey, MI 49770	COP I-1	Commercial, Antiques	Industrial
52-19-07-200-022	Standish Warehousing, LLC 407 Michigan St., Ste. C Petoskey, MI 49770	1601 Standish Ave., #1 Petoskey, MI 49770	COP I-1	Commercial, Multiple Use	Industrial & High Density Residential
52-19-07-200-026	City of Petoskey 101 E. Lake Street Petoskey, MI 49770		COP I-1	Vacant	High Density Residential

EXHIBIT "A"

22100

CONCEPTUAL

Great Lakes Capital

Proposed Mixed Use Development

OVERALL EXISTING CONDITIONS PLAN - REZONING EXHIBIT "A"

Section 7, Town 34 North, Range 5 West

City of Petoskey, Emmet County, Michigan

NO	DATE	DES	DRN	CHK	DESC
01	08.25.22	alm	mmmm	alm	Original design
02	08.04.22	alm	mmmm	alm	Revised design
03	11.21.22	alm	mmmm	alm	Revised design with alts
04	12.19.22	alm	mmmm	alm	Revised design
05	12.20.22	alm	mmmm	alm	Revised design
06	01.10.23	alm	mmmm	alm	Revised design

Mansfield

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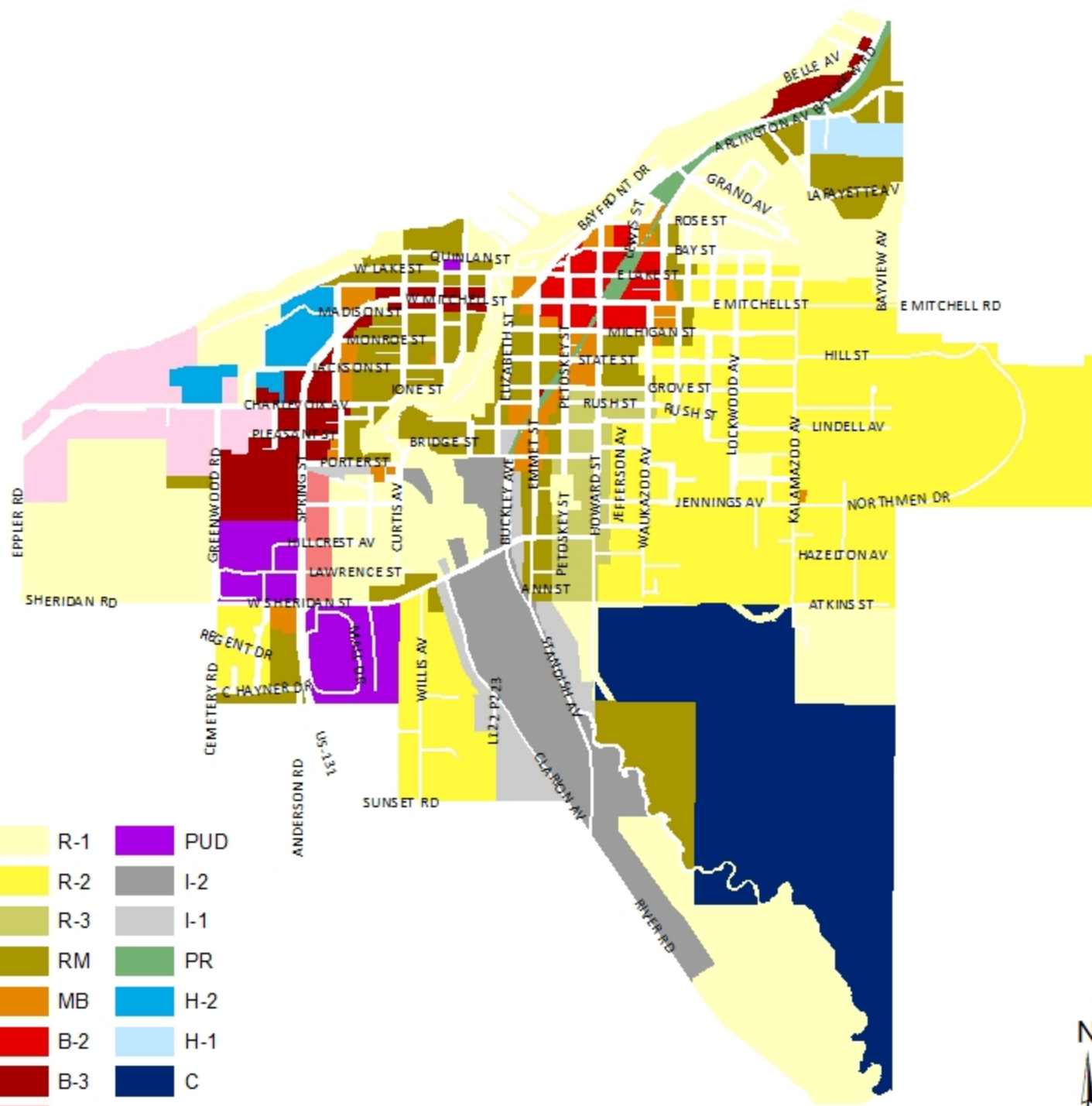
GRAPHIC SCALE: 1" = 50' feet

Great Lakes Capital
Proposed Mixed Use Development
OVERALL EXISTING CONDITIONS PLAN
Section 7, Town 34 North, Range 5 West
City of Petoskey, Emmet County, Michigan

NO	DATE	DES	CHK	CHK	DESC
01	08.25.22	alm	mmf	alm	Original design
02	08.04.22	alm	mmf	alm	Revised design
03	11.21.22	alm	mmf	alm	Revised design with alto
04	12.19.22	alm	mmf	alm	Revised design
05	12.20.22	alm	mmf	alm	Revised design
03	01.10.23	alm	mmf	alm	Revised design

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Downtown Petoskey
Marketing Committee Meeting
Petoskey Downtown Office
MEETING NOTES
4:00, February 14, 2023
Community Room, City Hall

1. Welcome – Members present were Jennifer Shorter, Sommer Poquette, Natalie Lauzon, and Robin Bennett by telephone. Staff present was Becky Goodman.
2. Keep it Real Social Update – Sommer will provide at a later date. Her primary focus this month has been promoting Winter Wonderland Weekend and prepping for the Downtown Petoskey Calendar.
3. Billboard – It was determined that the next billboard would feature spring in Downtown generically. A specific photo of little girl sniffing tulips was chosen to be included.
4. Calendar Report – Jennifer and Sommer will be meeting with Mitchell Graphics regarding final printing the following morning. Subjects to be discussed will be final pricing and numbers to print. The committee agreed that ads will be sold on each page for \$150 each - \$200 designed. At the least, this will be a break even result and it should generate a profit. The photos and layout provided by Sommer were very impressive. Everyone is excited to see the finished product and much credit needs to be given to the volunteer effort that drove this project forward.
5. Annual Meeting – Becky reported that she had successfully moved the date to March 2, due to the schedule conflict with the Chamber BAH. Her presentation is finished except for some drop-in photos and data that Sommer will provide. Donations for the gift basket door prize are starting to come in and ticket sales will continue in earnest after the Winter Wonderland Weekend.
6. Staycation – This event will be held from March 26 through April 3. The Perry will promote a Staycation package and the DMB will provide a limit of 100 DT \$20 DT Dollars for their guests – One \$20 per room. Goody bag coupons will be solicited from merchants and Goodman will compose a solicitation message that cautions merchants to provide one coupon per family or similar language. The primary promotion will be through social media, posters, and the website.

***MISSION:** To promote the image and virtues of Downtown Petoskey as a shopping, dining, lodging, and leisure time destination.*



Parking Committee MEETING NOTES

Tuesday, February 14, 2023, 10:00 AM
**Community Room
City Hall**

1. Welcome – Members present were Slocum, Shorter, and Meikle. Staff present were Goodman, and City Planner Sompels.
2. Public Comment – There was no public present.
3. Outstanding Issues -
 - A. Dining Deck Ordinance – Goodman reported that City Department heads had met to work out ordinance language for dining decks; that the meeting was long and everyone present worked hard to come to concise language that was based on the recommendations of the DMB. In the end, a decision was made to request Council to allow the decks by resolution again in 2023. Staff will request a concept drawing of a deck from Beckett and Raeder that will incorporate all of the design standards and become a template for deck design when the ordinance is written for 2024. Goodman will make sure that those who currently have decks are aware that this is coming so that they can plan for investment.
 - B. Past Due Accounts – Goodman reported that she and the City Manager had met with City Attorney Matt Cross. Cross is optimistic that a path forward can be made to collect on past due accounts through the court system. Other changes can also be pursued that would allow towing. Staff is working with Cross to move ahead with process.
4. Mission Discussion – The committee reviewed the work that had been done on changing the mission of the committee and agreed to refer the next steps to the Organization Task Force.
5. City Council and Planning Commission Joint Meeting Regarding the Darling Lot – Sompels and Goodman each gave a synopsis of their impression of the results of the meeting. Sompels said that a draft of the minutes would be available shortly.

6. Trolley – Goodman reported that she had been to the Secretary of State and again received conflicting information about the trolley driver certification, but that she had pressed and feels confident that she currently possessed information that currently has correct information: drivers are required to have a CDL with a P endorsement and also meet ELDT requirements which are now available through a short on-line course (that was not available last year). She currently has two people interested in the position and an active offer from Bay View Association to help fund and recruit for it.
7. Employee Status – Goodman reported that she had performed annual evaluations with all employees; that there were possibilities that turnover could be in the future; and that she would be beginning a search for more staff.
8. Stats – The stats were reviewed and found to be satisfactory. A mistake in the YTD formula was discovered and Goodman will correct.
9. Member Comments – Members spoke about plans for a serious effort to be made regarding additional bicycle racks for this summer; EBike parking and plug ins; creating bike parking in parking spaces. There was also a request for a follow up joint meeting with the Planning Commission.

The mission of the Parking Services Office and the Parking Committee is to provide convenient parking for customers in the core of the CBD and for employees, owners, and residents in the periphery of the CBD; to raise revenue for Downtown beautification projects, development of new parking areas, and the maintenance and snow removal of existing areas.