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According to the Attorney General, interrupting a public meeting in Michigan with hate speech or profanity could result in criminal charges under several State statutes relating to Fraudulent Access to a Computer or Network (MCL 752.797) and/or Malicious Use of Electronics Communication (MCL 750.540).

According to the US Attorney for Eastern Michigan, Federal charges may include disrupting a public meeting, computer intrusion, using a computer to commit a crime, hate crimes, fraud, or transmitting threatening communications.

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

CITY COUNCIL

February 1, 2021

1. Call to Order - 7:00 P.M. – Virtual meeting from remote locations
2. Recitation - Pledge of Allegiance to the Flag of the United States of America
3. Roll Call
4. Consent Agenda – Adoption of a proposed resolution that would confirm approval of the following:
 - (a) January 18, 2021 regular session City Council meeting minutes
 - (b) Acknowledge receipt of a report concerning certain administrative transactions since January 18, 2021
5. Miscellaneous Public Comments
6. City Manager Updates
7. Old Business – Further discussion and review of draft Livable Petoskey Master Plan and possible adoption of a proposed resolution authorizing distribution of the draft plan

8. New Business

- (a) Adoption of a proposed resolution that would allow dining decks in parking spaces from May 12 through November 14, 2021
- (b) Receipt of the 2020 Planning Commission Annual Report
- (c) Adoption of a proposed resolution that would adopt the City of Petoskey 2021 Poverty Exemption Policy and Guidelines to be used by the Assessor and Board of Review

9. City Council Comments

10. Adjournment



City of Petoskey

Agenda Memo

BOARD: City Council

MEETING DATE: February 1, 2021

PREPARED: January 28, 2021

AGENDA SUBJECT: Consent Agenda Resolution

RECOMMENDATION: That the City Council approve this proposed resolution

The City Council will be asked to adopt a resolution that would approve the following consent agenda items:

- (1) Draft minutes of the January 18, 2021 regular session City Council meeting; and
- (2) Acknowledge receipt of a report from the City Manager concerning all checks that have been issued since January 18, 2021 for contract and vendor claims at \$1,279,774.69, intergovernmental claims at \$2,573.87, and the January 21 payroll at \$203,250.90 for a total of \$1,485,599.46.

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Enclosures



CITY COUNCIL

January 18, 2021

A regular meeting of the City of Petoskey City Council was held from virtual locations on Monday, January 18, 2021. This meeting was called to order at 7:00 P.M.; then, after a recitation of the Pledge of Allegiance to the Flag of the United States of America, a roll call then determined that the following were

Present: John Murphy, Mayor
Kate Marshall, City Councilmember
Derek Shiels, City Councilmember
Brian Wagner, City Councilmember
Lindsey Walker, City Councilmember

Absent: None

Also in attendance were City Manager Rob Straebel, Clerk-Treasurer Alan Terry, City Planner Amy Tweeten, Public Works Director Michael Robbins and Executive Assistant Sarah Bek.

Hear Housing Partnership Presentation

Emily Meyerson, on behalf of Little Traverse Bay Housing Partnership, Emmet County housing group and Housing North, gave a presentation on housing needs in Petoskey and Emmet County; reviewed rental and homeowners needs; reviewed minimum wage and affordable rent for renters; reviewed the housing demand in a changing economy; reviewed some examples of why there is such a problem due to high construction and infrastructure costs, zoning restrictions, long-term rentals leaving the market to become short-term rentals, change of demographics and many more reasons; and reviewed potential solutions to the housing crisis in the area.

City Councilmembers commented that the hourly wage rate may need to be increased; commented on housing with shared spaces and facilities; inquired if statistics were estimates on current population; commented that mixed-use zoning is helpful and could be beneficial in industrial corridor areas; and inquired on missing middle housing types and if housing partnerships are advocating tearing down existing homes or new construction.

Ms. Meyerson responded that estimates are based on current population and that missing middle housing types could be obtained with new construction in vacant areas.

Mayor Murphy commented that he is in support in working towards affordable housing and that it is one of City Council's goals to promote affordable/workforce housing in the community as adopted in the 2020 Action Plan.

Consent Agenda - Resolution No. 19493

Following introduction of the consent agenda for this meeting of January 18, 2021, City Councilmember Marshall moved that, seconded by City Councilmember Shiels adoption of the following resolution:

BE IT RESOLVED that the City Council does and hereby confirms that the draft minutes of the January 4, 2021 regular session City Council meeting be and are hereby approved; and

BE IT RESOLVED that receipt by the City Council of a report concerning all checks that had been issued since January 4, 2021 for contract and vendor claims at \$2,041,463.90, intergovernmental claims at \$0, and the January 7 payroll at \$216,639.64, for a total of \$2,258,103.54 be and is hereby acknowledged.

Said resolution was adopted by the following vote:

AYES: Marshall, Shiels, Wagner, Walker, Murphy (5)

NAYS: None (0)

Hear Public Comment

Mayor Murphy asked for public comments and there were no comments.

Hear City Manager Updates

The City Manager reported that the local Jaycees after many years of hosting the July 4th fireworks no longer want to organize the fireworks for 2021 and future years and that local Rotary Clubs are interested in undertaking this event starting in 2021 and City staff offered to continue to assist in logistical support for the event; that a final environmental study has been completed on the rail section starting at Emmet Street to continue the Greenway Corridor sometime in the future with no significant environmental issues associated with the land and that the City has filed the final paperwork and sent the \$28,500 check to MDOT to purchase the railroad right-of-way; that representatives from Resort Township, Emmet County, MDOT, Trails Council and the City met last week to discuss draft conceptual drawings for a detour of the Little Traverse Wheelway between East Park and the City and members unanimously agreed to the initial design concept and will be finalized in the coming two weeks and anticipate discussion at the February 1, 2021 Council meeting; that tomorrow the DMB will discuss a resolution to recommend to City Council continuance of dining decks on a temporary basis for 2021 only and if resolution is approved by City Council, the dining deck program will be reviewed later in Fall of 2021 to determine if the program should continue on a permanent basis; that the Public Safety Director attended the introductory meeting for the Stepping Up Technical Assistance program last week which is a program that provides alternatives to incarceration for those suffering with mental health or substance abuse issues and that most of the burden rests on the Emmet County Sheriff's Office, but that the City will help in any way; that the Health Department of Northwest Michigan is encouraging all members of groups 1A and 1B who have not received a COVID vaccination to pre-register through their website and reiterated for citizens to continue to practice the utmost vigilance and wear masks, practice social distancing, stay home when sick and wash hands frequently especially with a new COVID strain being discovered; reviewed that a representative from Baird & Associates inspected Pier A last week to examine the cause of cracking of concrete surfaces, inspected the vertical sheet piling below the water line and found the structural integrity of the pier to be very good and not in need of replacement at this time and the City will address these issues in April; that all solar panels have been installed on City Hall and staff anticipates the solar system will be operational in 3-4 weeks and staff will be working on a monitoring kiosk inside City Hall to show solar output of the system sometime this month; and that some members of City Council have voiced an interest in pursuing continuing education/training opportunities to better acquaint themselves with a number of issues associated with local government operations and reviewed that Executive Assistant Sarah Bek will highlight the Michigan Municipal League's website identifying several training options and resources at the completion of the City Manager's report.

Approve Board Appointments – Resolution 19494-19498

Mayor Murphy reviewed that City Council consider the following appointments.

City Councilmember Shiels moved that, seconded by City Councilmember Walker adoption of the following resolution:

BE IT RESOLVED that the City Council does and hereby approves the reappointment of Kim Block, 502 Grove Street, to the District Library Board for a four-year term ending January 2025.

Said resolution was adopted by the following vote:

AYES: Marshall, Shiels, Wagner, Walker, Murphy (5)

NAYS: None (0)

City Councilmember Marshall moved that, seconded by City Councilmember Wagner adoption of the following resolution:

BE IT RESOLVED that the City Council does and hereby approves the appointment of Amy Janssens, 1021 East Mitchell Street, to the District Library Board for a four-year term ending January 2025.

Said resolution was adopted by the following vote:

AYES: Marshall, Shiels, Wagner, Walker, Murphy (5)

NAYS: None (0)

City Councilmember Walker moved that, seconded by City Councilmember Shiels adoption of the following resolution:

BE IT RESOLVED that the City Council does and hereby approves the reappointment of John Smith, 815 Lindell Avenue, to the District Library Board for a four-year term ending January 2025.

Said resolution was adopted by the following vote:

AYES: Marshall, Shiels, Wagner, Walker, Murphy (5)

NAYS: None (0)

City Councilmember Wagner moved that, seconded by City Councilmember Marshall adoption of the following resolution:

BE IT RESOLVED that the City Council does and hereby approves the reappointment of Ken Turk, 506 Morgan Street, to the Parks and Recreation Commission for a two-year term ending January 2023.

Said resolution was adopted by the following vote:

AYES: Marshall, Shiels, Wagner, Walker, Murphy (5)

NAYS: None (0)

City Councilmember Shiels moved that, seconded by City Councilmember Marshall adoption of the following resolution:

BE IT RESOLVED that the City Council does and hereby approves the reappointment of Sharon Walker, 421 Wachtel Avenue, to the Parks and Recreation Commission for a two-year term ending January 2023.

Said resolution was adopted by the following vote:

AYES: Marshall, Shiels, Wagner, Walker, Murphy (5)

NAYS: None (0)

Discuss Draft Livable Petoskey Master Plan

City Council continued review of the draft Livable Petoskey Master Plan specifically Chapter 2 Environmental Stewardship and Chapter 3 Built Environment.

The City Planner briefly reviewed the goals and strategies within Chapter 2 pertaining to resource use reduction and climate resilience and natural resource management.

City Councilmembers commented on circular economy and that there should be more information on this item; recommended to add community awareness as it relates to circular economy; heard comments on the importance of preserving water and protecting Little Traverse Bay; discussed what the City uses for fertilizers, pesticides and herbicides; that there should be a goal to reduce chemical use community-wide and increase education and awareness of public use of chemicals; discussed that reduction of greenhouse gas emissions could begin at the household or business level though the installation of solar panels and net metering and promotion of solar projects and/or programs should occur on a local, regional and statewide level and barriers be removed to allow more opportunities; discussed balancing and reducing carbon footprint with new infrastructure such as a new parking structure; that a strategy be added to form a task force to focus on sustainability in the community beginning with exploring 100% renewable energy; that a strategy be added for the City to continue to promote citizen participation in the Voluntary Green Pricing Program; and discussed having a public/private collaboration supporting greenhouses and area municipal tree nurseries.

The City Planner briefly reviewed the goals and strategies within Chapter 3 pertaining to infrastructure optimization, transportation and mobility options and neighborhoods for all.

City Councilmembers commented on strategy (h) in Infrastructure Optimization pertaining to working with Michigan Public Power Agency (MPPA) to reach the community target of 100% renewable energy and the possibility of collaborating with other communities to achieve goal by 2035; supported transportation and mobility option strategies; discussed looking at parking restrictions as it pertains to strategy (f) in neighborhoods for all concerning zoning requirements; discussed the need for a zoning enforcement person to address code enforcement issues; and concurred to add a strategy in neighborhoods for all to increase code enforcement.

City Council will further discuss the draft plan and remaining chapters at the next Council meeting.

Approve Revised Ballot Language for Mayor and Councilmembers Terms of Office – Resolution No. 19499

The Clerk-Treasurer reviewed that City Council adopted a resolution on September 21, 2020 providing ballot language that would revise City Charter provisions establishing a two year term of office for Mayor and three year term of office for Councilmembers; that the ballot language was reviewed by the State's Office of Attorney General who found a minor conflict between the proposed language for Section 4.2 Terms of Office and existing Section 3.12 General Elections; that Section 3.12 General Elections calls for an election each year, while the proposed Section 4.2 Terms of Office will result in no election being held every six years; that a revision to Section 3.12 is necessary to eliminate the annual election provision; and that the proposed resolution includes revised ballot language and would allow the ballot language to be placed on the November 2, 2021 General Election ballot, unless City Council elects to hold a May special election or one called by another entity.

City Councilmember Marshall moved that, seconded by City Councilmember Wagner adoption of the following resolution:

BE IT RESOLVED, by the City Council of the City of Petoskey, Michigan as follows:

1. The said City Council by vote of 5-0 of its members-elect, pursuant to the authority granted by Act 279 of the Public Acts of 1909, as amended, proposes that sections 3.12 and 4.2 of the Charter of the City of Petoskey shall be amended to read as follows:

Section 3.12. General Elections.

Nonpartisan general elections shall be held in the City on the Tuesday following the first Monday in November. The city council shall designate a convenient place in each ward for voting. Each voter shall vote in the ward in which the voter resides.

Section 4.2. Terms of Office.

The mayor shall be elected for a term of one (1) year. For the mayoral term of office beginning in 2023, and for each term of office thereafter, the mayor shall be elected for a term of two (2) years. The councilmembers shall be elected for a term of two (2) years and the terms shall be arranged so that two (2) wards elect a councilmember each year. For councilmember terms beginning in 2023, and for each term of office thereafter, councilmembers shall be elected for a term of three (3) years. Terms shall begin on January 1 of the year following the election.

Provisions of existing sections 3.12 and 4.2 of the Charter of the City of Petoskey to be altered by such proposal, if adopted, currently reads as follows:

Section 3.12. General Elections.

Nonpartisan general elections shall be held in the City on the Tuesday following the first Monday in November each year. The city council shall designate a convenient place in each ward for voting. Each voter shall vote in the ward in which the voter resides.

Section 4.2. Terms of Office.

The mayor shall be elected for a term of one (1) year. The councilmembers shall be elected for a term of two (2) years and the terms shall be arranged so that two (2) wards elect a councilmember each year. Terms shall begin on January 1 of the year following the election.

2. The City Clerk shall forthwith transmit a copy of the proposed amendment to the Governor of the State of Michigan for his/her approval, and transmit a copy of the foregoing statement of purpose of such proposed amendment to the Attorney General of the State of Michigan for his/her approval, as required by law.
3. The proposed charter amendment shall be, and the same is hereby ordered to be, submitted to the qualified electors of this City at a general election to be held in the City of Petoskey, the 2nd day of November, 2021, and the City Clerk is hereby directed to give notice of the election and notice of registration therefore in the manner prescribed by law and to do all things and to provide all supplies necessary to submit such charter amendment to the vote of the electors as required by law.
4. The proposed amendment shall be submitted to the electors in the following form, to wit:

PROPOSED AMENDMENT TO SECTIONS 3.12 AND 4.2 OF THE
CHARTER OF THE CITY OF PETOSKEY

Shall Sections 3.12 and 4.2 of the Charter be amended to change the terms of the mayor from one year to two years and councilmembers from two to three years, beginning with the terms of office starting January 1, 2023, while continuing annual city elections in November of each year, except in 2027 and every 6th year thereafter?

Yes () No ()

5. The proposed amendment shall be published in full together with the existing charter provisions altered thereby in accordance with the laws of the State of Michigan and the Charter of the City of Petoskey.
6. The canvass and determination of the votes of said question shall be made in accordance with the laws of the State of Michigan and the Charter of the City of Petoskey.

Said resolution was adopted by the following vote:

AYES: Marshall, Shiels, Wagner, Walker, Murphy (5)

NAYS: None (0)

Approve Motor Pool Purchases – Resolution No. 19500

The Public Works Director reviewed that the 2021 Budget and CIP allocated \$507,000 within the Motor Pool Fund to purchase certain vehicles and equipment; reviewed five proposed vehicles and equipment that make up a portion of purchases for 2021; and that staff is currently working on specifications which will establish final pricing for the remaining purchases including a flusher truck and staff vehicle.

City Councilmembers commended staff for purchases being under budgeted amounts.

City Councilmember Wagner moved that, seconded by City Councilmember Marshall to authorize purchases for the following vehicles and equipment under the Mi-Deal State of Michigan purchasing contract and contracting with Sutphen Corporation, Dublin, Ohio:

- Bobcat Toolcat Utility Work Machine with attachments from Clark Equipment Company at a cost not to exceed \$67,852.56.
- Dodge Charger patrol units from LaFontaine Dodge Fleet Sales of Lansing, at a cost per unit not to exceed \$30,361.
- Two-wheel-drive, heavy-duty GMC 3500 Cab & Chassis from Todd Wenzel Buick GMC Fleet Sales, Westland, at a cost not to exceed \$29,841.75. Contracting with Truck and Trailer Specialties, Boyne Falls, for a stainless steel dump body box, rear hitch assembly and safety lighting at a cost not to exceed \$15,772.00.
- Four-wheel-drive, 3/4 ton, GMC Pick-up from Todd Wenzel Fleet and Commercial Truck Sales, Westland, at a cost not to exceed \$31,761.90.
- Contracting with Sutphen Corporation, Dublin, Ohio, for the refurbishment of Fire Apparatus Unit #4503, a 70-foot ladder truck with an estimated cost of \$90,000.

Said motion was adopted by the following vote:

AYES: Marshall, Shiels, Wagner, Walker, Murphy (5)

NAYS: None (0)

Council Comments

Mayor Murphy asked for Council comments and Councilmember Shiels read aloud a Martin Luther King quote and thanked the citizens that volunteer and provide service to the Petoskey community. Councilmember Walker commented that MML's The Review Magazine is a great resource and highly recommends the most recent issue pertaining to diversity, equity and inclusion. Mayor Murphy commented that he enjoys working with the current City Council and the diversity is good for everyone.

There being no further business to come before the City Council, this January 18, 2021, meeting of the City Council adjourned at 9:40 P.M.

John Murphy, Mayor

Alan Terry, Clerk-Treasurer

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
01/21	01/25/2021	91583	Northern Michigan Review Inc.	271-790-905.000	176.00- V
01/21	01/27/2021	91884	MacDonald Garber Broadcasting	248-739-880.200	1,500.00- V
01/21	01/20/2021	91926	24/7 Sewer & Drain Cleaning	592-556-802.000	385.00
01/21	01/20/2021	91927	ALCONA COUNTY LIBRARY	271-790-955.000	21.95
01/21	01/20/2021	91928	Alliance Entertainment	271-790-761.000	390.67
01/21	01/20/2021	91928	Alliance Entertainment	271-790-761.100	42.48
01/21	01/20/2021	91929	American Waste	101-770-802.000	151.20
01/21	01/20/2021	91929	American Waste	101-756-802.000	50.40
01/21	01/20/2021	91929	American Waste	101-754-802.000	128.80
01/21	01/20/2021	91929	American Waste	101-268-802.000	78.40
01/21	01/20/2021	91929	American Waste	101-265-802.000	151.20
01/21	01/20/2021	91929	American Waste	101-770-802.000	190.00
01/21	01/20/2021	91929	American Waste	582-593-930.000	175.95
01/21	01/20/2021	91929	American Waste	592-551-806.000	336.38
01/21	01/20/2021	91930	Apollo Fire Equipment	101-345-775.000	387.40
01/21	01/20/2021	91930	Apollo Fire Equipment	101-345-775.000	175.49
01/21	01/20/2021	91931	AT & T MOBILITY	514-587-920.000	395.38
01/21	01/20/2021	91932	Atchison Paper & Supply	271-790-751.000	123.34
01/21	01/20/2021	91933	Avineon	592-549-802.000	350.00
01/21	01/20/2021	91934	Axon Enterprises Inc.	101-345-775.000	228.00
01/21	01/20/2021	91935	BLUE CROSS\BLUE SHIELD - MICH.	101-172-724.000	948.17
01/21	01/20/2021	91935	BLUE CROSS\BLUE SHIELD - MICH.	101-208-724.000	592.61
01/21	01/20/2021	91935	BLUE CROSS\BLUE SHIELD - MICH.	101-345-724.000	5,582.90
01/21	01/20/2021	91935	BLUE CROSS\BLUE SHIELD - MICH.	101-441-724.000	1,185.22
01/21	01/20/2021	91935	BLUE CROSS\BLUE SHIELD - MICH.	204-481-724.000	2,923.53
01/21	01/20/2021	91935	BLUE CROSS\BLUE SHIELD - MICH.	271-790-724.000	395.07
01/21	01/20/2021	91935	BLUE CROSS\BLUE SHIELD - MICH.	514-587-724.000	790.14
01/21	01/20/2021	91935	BLUE CROSS\BLUE SHIELD - MICH.	582-588-724.000	351.44
01/21	01/20/2021	91935	BLUE CROSS\BLUE SHIELD - MICH.	592-549-724.000	3,358.12
01/21	01/20/2021	91935	BLUE CROSS\BLUE SHIELD - MICH.	592-560-724.000	395.07
01/21	01/20/2021	91936	Center Point Large Print	271-790-760.000	53.14
01/21	01/20/2021	91936	Center Point Large Print	271-790-760.000	382.86
01/21	01/20/2021	91937	Char-Em United Way	701-000-230.800	160.00
01/21	01/20/2021	91938	Charlevoix-Emmet ISD	703-040-234.220	521,676.51
01/21	01/20/2021	91939	Consumers Energy	592-538-920.000	3,254.15
01/21	01/20/2021	91939	Consumers Energy	592-558-920.000	567.87
01/21	01/20/2021	91940	CSI Geoturf	247-751-802.000	965.00
01/21	01/20/2021	91941	Derrer Oil Co.	661-598-759.000	1,340.32
01/21	01/20/2021	91942	Dunkel Excavating Services Inc.	592-556-802.000	615.00
01/21	01/20/2021	91942	Dunkel Excavating Services Inc.	247-751-802.000	10,792.00
01/21	01/20/2021	91943	EJ USA Inc.	592-547-775.000	37.12
01/21	01/20/2021	91943	EJ USA Inc.	592-547-775.000	177.19
01/21	01/20/2021	91944	Emmet County Treasurer	703-040-222.220	690.51
01/21	01/20/2021	91944	Emmet County Treasurer	703-040-222.220	43.40
01/21	01/20/2021	91944	Emmet County Treasurer	703-040-228.220	854.26
01/21	01/20/2021	91944	Emmet County Treasurer	703-040-222.220	61,873.22
01/21	01/20/2021	91944	Emmet County Treasurer	703-040-222.220	88,471.00
01/21	01/20/2021	91944	Emmet County Treasurer	703-040-233.000	42.87
01/21	01/20/2021	91944	Emmet County Treasurer	703-040-233.000	49.91
01/21	01/20/2021	91945	Englebrecht, Robert	101-257-802.100	3,750.00
01/21	01/20/2021	91946	Environmental Resource Assoc.	592-553-775.000	737.86
01/21	01/20/2021	91947	EPS Inc.	101-268-802.000	300.00
01/21	01/20/2021	91947	EPS Inc.	101-268-802.000	300.00
01/21	01/20/2021	91947	EPS Inc.	101-265-802.000	300.00
01/21	01/20/2021	91948	Fastenal Company	592-545-775.000	94.95
01/21	01/20/2021	91948	Fastenal Company	592-549-785.000	459.98

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
01/21	01/20/2021	91949	Gibby's Garage	582-593-930.000	272.00
01/21	01/20/2021	91949	Gibby's Garage	661-598-931.000	306.00
01/21	01/20/2021	91949	Gibby's Garage	661-598-932.000	238.00
01/21	01/20/2021	91949	Gibby's Garage	582-593-930.000	136.00
01/21	01/20/2021	91949	Gibby's Garage	661-598-931.000	646.00
01/21	01/20/2021	91949	Gibby's Garage	661-598-932.000	816.00
01/21	01/20/2021	91949	Gibby's Garage	582-593-930.000	34.00
01/21	01/20/2021	91949	Gibby's Garage	661-598-932.000	646.00
01/21	01/20/2021	91950	Great Lakes Pipe & Supply	101-770-775.000	10.79
01/21	01/20/2021	91951	GREENWOOD CEMETERY BOARD	703-040-238.220	77,987.68
01/21	01/20/2021	91952	Hubbell Roth & Clark Inc.	592-549-802.000	504.60
01/21	01/20/2021	91952	Hubbell Roth & Clark Inc.	592-549-802.000	925.54
01/21	01/20/2021	91953	Keel, Stephen	592-544-775.000	12.21
01/21	01/20/2021	91954	Kennedy Industries Inc.	592-554-802.000	2,610.00
01/21	01/20/2021	91955	Kent District Library	271-790-955.000	16.95
01/21	01/20/2021	91956	KSS Enterprises	101-268-775.000	472.16
01/21	01/20/2021	91957	Lowery Underground Service	582-586-802.000	630.00
01/21	01/20/2021	91958	MacGregor Plumbing & Heating	271-790-930.000	388.00
01/21	01/20/2021	91959	Michigan Municipal Electric Assoc	582-588-915.000	13,845.00
01/21	01/20/2021	91960	Michigan Water Environment Assoc.	592-560-915.000	77.00
01/21	01/20/2021	91961	Midwest Tape	271-790-760.000	39.99
01/21	01/20/2021	91961	Midwest Tape	271-790-760.000	44.99
01/21	01/20/2021	91962	New Pig Corporation	101-789-775.000	597.63
01/21	01/20/2021	91963	North Central Mich. College	703-040-235.220	136,029.12
01/21	01/20/2021	91963	North Central Mich. College	703-040-235.220	122,191.49
01/21	01/20/2021	91964	North Country IT	271-790-802.000	386.00
01/21	01/20/2021	91965	Northern A-1 Environmental Services	592-556-802.000	1,750.00
01/21	01/20/2021	91965	Northern A-1 Environmental Services	592-556-802.000	6,330.00
01/21	01/20/2021	91965	Northern A-1 Environmental Services	592-556-802.000	2,250.00
01/21	01/20/2021	91966	Peninsula Fiber Network LLC	271-790-850.000	133.80
01/21	01/20/2021	91966	Peninsula Fiber Network LLC	101-228-850.000	446.00
01/21	01/20/2021	91967	Performance Painting	592-554-802.000	2,921.00
01/21	01/20/2021	91968	Petoskey Public Schools	703-040-236.220	328.33-
01/21	01/20/2021	91968	Petoskey Public Schools	703-040-237.220	1,021.12
01/21	01/20/2021	91968	Petoskey Public Schools	703-040-237.220	786.51
01/21	01/20/2021	91968	Petoskey Public Schools	703-040-233.000	453.20
01/21	01/20/2021	91968	Petoskey Public Schools	703-040-233.000	39.97
01/21	01/20/2021	91968	Petoskey Public Schools	703-040-233.000	28.27
01/21	01/20/2021	91969	Plunkett Cooney	101-266-802.000	163.17
01/21	01/20/2021	91969	Plunkett Cooney	204-481-802.000	163.17
01/21	01/20/2021	91969	Plunkett Cooney	582-588-802.000	163.17
01/21	01/20/2021	91969	Plunkett Cooney	592-549-802.000	163.17
01/21	01/20/2021	91969	Plunkett Cooney	592-560-802.000	163.17
01/21	01/20/2021	91969	Plunkett Cooney	101-266-802.000	1,774.15
01/21	01/20/2021	91970	Power Line Supply	582-588-785.000	81.50
01/21	01/20/2021	91970	Power Line Supply	582-010-111.000	1,977.00
01/21	01/20/2021	91970	Power Line Supply	582-010-111.000	686.40
01/21	01/20/2021	91970	Power Line Supply	582-586-775.000	751.00
01/21	01/20/2021	91971	Proclean North	582-593-930.000	1,330.00
01/21	01/20/2021	91972	Quality First Aid & Safety Inc.	582-593-930.000	20.48
01/21	01/20/2021	91973	Rotary Club of Petoskey-Sunrise	271-790-880.000	300.00
01/21	01/20/2021	91974	Scharf, Spencer	271-790-958.000	100.00
01/21	01/20/2021	91975	Sood, Katherine	271-790-958.100	150.00
01/21	01/20/2021	91976	Spectrum Business	101-345-850.000	69.62
01/21	01/20/2021	91976	Spectrum Business	101-172-850.000	98.07
01/21	01/20/2021	91976	Spectrum Business	101-201-850.000	52.31

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01/21	01/20/2021	91976	Spectrum Business	101-208-850.000	32.69
01/21	01/20/2021	91976	Spectrum Business	101-257-850.000	32.69
01/21	01/20/2021	91976	Spectrum Business	101-215-850.000	26.15
01/21	01/20/2021	91976	Spectrum Business	101-345-850.000	71.92
01/21	01/20/2021	91976	Spectrum Business	582-593-850.000	26.15
01/21	01/20/2021	91976	Spectrum Business	592-549-850.000	39.23
01/21	01/20/2021	91976	Spectrum Business	592-560-850.000	39.26
01/21	01/20/2021	91976	Spectrum Business	101-400-850.000	32.69
01/21	01/20/2021	91976	Spectrum Business	101-441-850.000	58.84
01/21	01/20/2021	91976	Spectrum Business	101-756-850.000	39.23
01/21	01/20/2021	91976	Spectrum Business	204-481-850.000	19.61
01/21	01/20/2021	91976	Spectrum Business	204-481-850.000	19.61
01/21	01/20/2021	91976	Spectrum Business	582-588-850.000	65.38
01/21	01/20/2021	91976	Spectrum Business	582-593-850.000	38.17
01/21	01/20/2021	91977	Total Communications Services LLC	101-345-751.000	478.00
01/21	01/20/2021	91978	Trace Analytical Laboratories LLC	592-553-801.000	1,007.00
01/21	01/20/2021	91978	Trace Analytical Laboratories LLC	592-553-801.000	1,907.00
01/21	01/20/2021	91978	Trace Analytical Laboratories LLC	592-553-801.000	331.00-
01/21	01/20/2021	91979	Up North Service LLC	204-550-802.000	137.50
01/21	01/20/2021	91979	Up North Service LLC	204-550-802.000	455.00
01/21	01/20/2021	91980	Van's Business Machines	101-345-751.000	200.00
01/21	01/27/2021	91987	24/7 Sewer & Drain Cleaning	271-790-930.000	205.00
01/21	01/27/2021	91988	Access Locksmithing Inc.	101-770-934.000	115.00
01/21	01/27/2021	91989	Aflac	701-000-230.180	728.62
01/21	01/27/2021	91990	Airgas USA LLC	661-598-785.000	27.33
01/21	01/27/2021	91990	Airgas USA LLC	661-598-785.000	58.45
01/21	01/27/2021	91991	ALLEN SUPPLY	101-770-934.000	1,353.35
01/21	01/27/2021	91992	Alpine Power Systems	582-020-360.000	1,700.00
01/21	01/27/2021	91992	Alpine Power Systems	582-020-360.000	1,700.00
01/21	01/27/2021	91993	Amazon Credit Plan	271-790-986.000	62.88
01/21	01/27/2021	91993	Amazon Credit Plan	271-790-958.000	48.95
01/21	01/27/2021	91993	Amazon Credit Plan	271-790-752.000	509.01
01/21	01/27/2021	91993	Amazon Credit Plan	271-790-760.000	19.48
01/21	01/27/2021	91993	Amazon Credit Plan	271-790-751.000	82.38
01/21	01/27/2021	91994	AT&T	271-790-850.000	403.59
01/21	01/27/2021	91995	Ballard's Plumbing & Heating	271-790-930.000	475.00
01/21	01/27/2021	91995	Ballard's Plumbing & Heating	101-770-802.000	829.35
01/21	01/27/2021	91995	Ballard's Plumbing & Heating	592-554-802.000	107.90
01/21	01/27/2021	91996	Blue Care Network	101-172-724.000	375.28
01/21	01/27/2021	91996	Blue Care Network	101-201-724.000	3,527.64
01/21	01/27/2021	91996	Blue Care Network	101-208-724.000	562.92
01/21	01/27/2021	91996	Blue Care Network	101-215-724.000	375.28
01/21	01/27/2021	91996	Blue Care Network	101-265-724.000	517.89
01/21	01/27/2021	91996	Blue Care Network	101-268-724.000	1,114.59
01/21	01/27/2021	91996	Blue Care Network	101-773-724.000	382.79
01/21	01/27/2021	91996	Blue Care Network	101-789-724.000	780.59
01/21	01/27/2021	91996	Blue Care Network	271-790-724.000	3,827.88
01/21	01/27/2021	91996	Blue Care Network	582-588-724.000	3,527.64
01/21	01/27/2021	91996	Blue Care Network	592-549-724.000	1,688.76
01/21	01/27/2021	91996	Blue Care Network	101-345-724.000	13,746.11
01/21	01/27/2021	91996	Blue Care Network	101-400-724.000	600.45
01/21	01/27/2021	91996	Blue Care Network	101-441-724.000	1,576.18
01/21	01/27/2021	91996	Blue Care Network	101-754-724.000	506.63
01/21	01/27/2021	91996	Blue Care Network	101-756-724.000	1,388.54
01/21	01/27/2021	91996	Blue Care Network	101-770-724.000	2,439.32
01/21	01/27/2021	91997	CITY OF PETOSKEY - DMB	271-790-955.000	160.00

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01/21	01/27/2021	91998	Consumers Energy	592-558-920.000	91.91
01/21	01/27/2021	91998	Consumers Energy	592-558-920.000	207.25
01/21	01/27/2021	91998	Consumers Energy	592-558-920.000	218.95
01/21	01/27/2021	91998	Consumers Energy	592-558-920.000	213.73
01/21	01/27/2021	91998	Consumers Energy	592-558-920.000	221.38
01/21	01/27/2021	91998	Consumers Energy	592-558-920.000	70.51
01/21	01/27/2021	91998	Consumers Energy	592-558-920.000	42.56
01/21	01/27/2021	91998	Consumers Energy	202-475-920.000	97.69
01/21	01/27/2021	91998	Consumers Energy	592-558-920.000	642.09
01/21	01/27/2021	91999	Dearborn Life Insurance Co	701-000-230.190	1,982.27
01/21	01/27/2021	91999	Dearborn Life Insurance Co	101-172-724.000	19.16
01/21	01/27/2021	91999	Dearborn Life Insurance Co	101-201-724.000	35.31
01/21	01/27/2021	91999	Dearborn Life Insurance Co	101-208-724.000	19.16
01/21	01/27/2021	91999	Dearborn Life Insurance Co	101-215-724.000	21.35
01/21	01/27/2021	91999	Dearborn Life Insurance Co	101-265-724.000	4.79
01/21	01/27/2021	91999	Dearborn Life Insurance Co	582-588-724.000	54.13
01/21	01/27/2021	91999	Dearborn Life Insurance Co	592-549-724.000	56.32
01/21	01/27/2021	91999	Dearborn Life Insurance Co	592-560-724.000	9.58
01/21	01/27/2021	91999	Dearborn Life Insurance Co	101-770-724.000	35.45
01/21	01/27/2021	91999	Dearborn Life Insurance Co	101-773-724.000	5.75
01/21	01/27/2021	91999	Dearborn Life Insurance Co	101-789-724.000	10.54
01/21	01/27/2021	91999	Dearborn Life Insurance Co	204-481-724.000	66.24
01/21	01/27/2021	91999	Dearborn Life Insurance Co	271-790-724.000	69.25
01/21	01/27/2021	91999	Dearborn Life Insurance Co	514-587-724.000	23.19
01/21	01/27/2021	91999	Dearborn Life Insurance Co	101-268-724.000	11.98
01/21	01/27/2021	91999	Dearborn Life Insurance Co	101-345-724.000	504.17
01/21	01/27/2021	91999	Dearborn Life Insurance Co	101-400-724.000	11.50
01/21	01/27/2021	91999	Dearborn Life Insurance Co	101-441-724.000	32.57
01/21	01/27/2021	91999	Dearborn Life Insurance Co	101-754-724.000	5.27
01/21	01/27/2021	91999	Dearborn Life Insurance Co	101-756-724.000	16.29
01/21	01/27/2021	92000	Delta Dental	101-172-724.000	49.97
01/21	01/27/2021	92000	Delta Dental	101-201-724.000	257.65
01/21	01/27/2021	92000	Delta Dental	101-208-724.000	58.84
01/21	01/27/2021	92000	Delta Dental	101-215-724.000	17.66
01/21	01/27/2021	92000	Delta Dental	101-265-724.000	23.81
01/21	01/27/2021	92000	Delta Dental	101-268-724.000	47.86
01/21	01/27/2021	92000	Delta Dental	592-549-724.000	247.42
01/21	01/27/2021	92000	Delta Dental	592-560-724.000	19.44
01/21	01/27/2021	92000	Delta Dental	701-000-230.110	16.08-
01/21	01/27/2021	92000	Delta Dental	701-000-230.110	1,469.87
01/21	01/27/2021	92000	Delta Dental	101-773-724.000	16.00
01/21	01/27/2021	92000	Delta Dental	101-789-724.000	32.03
01/21	01/27/2021	92000	Delta Dental	204-481-724.000	131.51
01/21	01/27/2021	92000	Delta Dental	271-790-724.000	176.27
01/21	01/27/2021	92000	Delta Dental	514-587-724.000	37.10
01/21	01/27/2021	92000	Delta Dental	582-588-724.000	195.36
01/21	01/27/2021	92000	Delta Dental	101-345-724.000	931.09
01/21	01/27/2021	92000	Delta Dental	101-400-724.000	31.86
01/21	01/27/2021	92000	Delta Dental	101-441-724.000	89.46
01/21	01/27/2021	92000	Delta Dental	101-754-724.000	24.88
01/21	01/27/2021	92000	Delta Dental	101-756-724.000	74.37
01/21	01/27/2021	92000	Delta Dental	101-770-724.000	122.90
01/21	01/27/2021	92001	Demco	271-790-751.000	304.82
01/21	01/27/2021	92002	Derrer Oil Co.	661-598-759.000	2,377.58
01/21	01/27/2021	92003	Dombos Sign Inc.	661-010-111.000	897.73
01/21	01/27/2021	92004	Drost Landscape	101-773-802.000	653.78

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01/21	01/27/2021	92004	Drost Landscape	204-470-802.000	993.78
01/21	01/27/2021	92004	Drost Landscape	101-770-802.000	8,235.84
01/21	01/27/2021	92005	DTE Energy	592-538-920.000	98.10
01/21	01/27/2021	92005	DTE Energy	101-265-924.000	856.11
01/21	01/27/2021	92005	DTE Energy	582-593-924.000	2,135.81
01/21	01/27/2021	92005	DTE Energy	101-265-924.000	216.60
01/21	01/27/2021	92005	DTE Energy	592-538-920.000	173.82
01/21	01/27/2021	92005	DTE Energy	271-790-924.000	1,179.37
01/21	01/27/2021	92005	DTE Energy	592-538-920.000	87.58
01/21	01/27/2021	92005	DTE Energy	101-345-920.100	1,177.26
01/21	01/27/2021	92005	DTE Energy	592-551-920.000	3,627.99
01/21	01/27/2021	92005	DTE Energy	271-790-924.000	501.99
01/21	01/27/2021	92005	DTE Energy	582-593-920.000	335.29
01/21	01/27/2021	92005	DTE Energy	592-555-920.000	39.86
01/21	01/27/2021	92005	DTE Energy	101-773-924.000	34.99
01/21	01/27/2021	92005	DTE Energy	592-558-920.000	34.99
01/21	01/27/2021	92005	DTE Energy	101-268-924.000	1,643.57
01/21	01/27/2021	92005	DTE Energy	101-770-924.000	367.37
01/21	01/27/2021	92005	DTE Energy	514-587-802.100	185.06
01/21	01/27/2021	92005	DTE Energy	592-538-920.000	204.69
01/21	01/27/2021	92005	DTE Energy	101-345-920.000	1,307.69
01/21	01/27/2021	92005	DTE Energy	592-551-920.000	2,782.32
01/21	01/27/2021	92006	Dunn's Business Solutions	101-172-751.000	6.04
01/21	01/27/2021	92006	Dunn's Business Solutions	101-201-751.000	6.04
01/21	01/27/2021	92006	Dunn's Business Solutions	101-208-751.000	4.23
01/21	01/27/2021	92006	Dunn's Business Solutions	101-257-751.000	3.02
01/21	01/27/2021	92006	Dunn's Business Solutions	101-215-751.000	3.63
01/21	01/27/2021	92006	Dunn's Business Solutions	101-789-751.000	1.23
01/21	01/27/2021	92006	Dunn's Business Solutions	101-345-751.000	16.92
01/21	01/27/2021	92006	Dunn's Business Solutions	101-400-751.000	3.02
01/21	01/27/2021	92006	Dunn's Business Solutions	101-441-751.000	9.06
01/21	01/27/2021	92006	Dunn's Business Solutions	101-770-751.000	.60
01/21	01/27/2021	92006	Dunn's Business Solutions	101-773-775.000	.60
01/21	01/27/2021	92006	Dunn's Business Solutions	101-756-751.000	6.04
01/21	01/27/2021	92007	EMMET AUTO	661-598-785.000	36.38
01/21	01/27/2021	92008	Fastenal Company	661-598-931.000	397.00
01/21	01/27/2021	92008	Fastenal Company	202-475-775.000	28.60
01/21	01/27/2021	92008	Fastenal Company	203-475-775.000	28.60
01/21	01/27/2021	92009	Gale/Cengage Learning	271-790-760.000	82.37
01/21	01/27/2021	92009	Gale/Cengage Learning	271-790-760.000	29.59
01/21	01/27/2021	92010	Gordon Food Service	101-770-775.000	56.31
01/21	01/27/2021	92010	Gordon Food Service	661-598-751.000	8.74
01/21	01/27/2021	92010	Gordon Food Service	204-481-751.000	8.74
01/21	01/27/2021	92010	Gordon Food Service	582-588-751.000	8.74
01/21	01/27/2021	92010	Gordon Food Service	582-593-751.000	8.75
01/21	01/27/2021	92010	Gordon Food Service	592-549-751.000	8.75
01/21	01/27/2021	92010	Gordon Food Service	592-560-751.000	8.75
01/21	01/27/2021	92010	Gordon Food Service	101-268-775.000	264.90
01/21	01/27/2021	92010	Gordon Food Service	592-554-775.000	34.98
01/21	01/27/2021	92011	Great Lakes Energy	101-345-920.100	468.22
01/21	01/27/2021	92011	Great Lakes Energy	592-538-920.000	455.22
01/21	01/27/2021	92011	Great Lakes Energy	592-558-920.000	131.63
01/21	01/27/2021	92011	Great Lakes Energy	592-538-920.000	82.62
01/21	01/27/2021	92011	Great Lakes Energy	592-558-920.000	56.73
01/21	01/27/2021	92012	Great Lakes Pipe & Supply	592-556-775.000	21.60
01/21	01/27/2021	92012	Great Lakes Pipe & Supply	592-537-775.000	9.39

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01/21	01/27/2021	92012	Great Lakes Pipe & Supply	101-770-934.000	54.95
01/21	01/27/2021	92012	Great Lakes Pipe & Supply	101-770-934.000	20.53
01/21	01/27/2021	92012	Great Lakes Pipe & Supply	101-770-934.000	3.08
01/21	01/27/2021	92013	Jakeway, John	203-479-802.000	84.00
01/21	01/27/2021	92014	Kring Chevrolet Cadillac, Dave	661-598-932.000	238.00
01/21	01/27/2021	92014	Kring Chevrolet Cadillac, Dave	661-598-932.000	52.85
01/21	01/27/2021	92015	Lennemann, Mark	101-000-006.000	100.00
01/21	01/27/2021	92016	LexisNexis Risk Data Management Inc.	514-587-802.000	150.00
01/21	01/27/2021	92017	Lynn Auto Parts Inc.	661-010-111.000	35.23
01/21	01/27/2021	92017	Lynn Auto Parts Inc.	661-598-932.000	210.17
01/21	01/27/2021	92017	Lynn Auto Parts Inc.	661-598-786.000	185.95
01/21	01/27/2021	92017	Lynn Auto Parts Inc.	661-598-932.000	11.68
01/21	01/27/2021	92017	Lynn Auto Parts Inc.	661-598-785.000	40.68
01/21	01/27/2021	92017	Lynn Auto Parts Inc.	661-598-932.000	74.56
01/21	01/27/2021	92017	Lynn Auto Parts Inc.	661-598-932.000	38.27
01/21	01/27/2021	92017	Lynn Auto Parts Inc.	101-770-775.000	169.00
01/21	01/27/2021	92017	Lynn Auto Parts Inc.	661-598-932.000	37.28-
01/21	01/27/2021	92017	Lynn Auto Parts Inc.	661-598-931.000	54.52
01/21	01/27/2021	92017	Lynn Auto Parts Inc.	661-010-111.000	34.13
01/21	01/27/2021	92017	Lynn Auto Parts Inc.	661-010-111.000	25.66
01/21	01/27/2021	92017	Lynn Auto Parts Inc.	661-598-785.000	9.76
01/21	01/27/2021	92017	Lynn Auto Parts Inc.	661-598-785.000	6.28
01/21	01/27/2021	92017	Lynn Auto Parts Inc.	661-598-931.000	25.68
01/21	01/27/2021	92017	Lynn Auto Parts Inc.	661-010-111.000	40.19
01/21	01/27/2021	92017	Lynn Auto Parts Inc.	661-598-932.000	29.54
01/21	01/27/2021	92017	Lynn Auto Parts Inc.	661-010-111.000	75.42
01/21	01/27/2021	92017	Lynn Auto Parts Inc.	661-010-111.000	33.87
01/21	01/27/2021	92017	Lynn Auto Parts Inc.	661-598-932.000	313.63
01/21	01/27/2021	92017	Lynn Auto Parts Inc.	661-598-932.000	147.94
01/21	01/27/2021	92017	Lynn Auto Parts Inc.	661-598-932.000	179.64-
01/21	01/27/2021	92017	Lynn Auto Parts Inc.	661-598-759.000	1,382.24
01/21	01/27/2021	92017	Lynn Auto Parts Inc.	661-598-931.000	3.49
01/21	01/27/2021	92017	Lynn Auto Parts Inc.	514-587-931.000	2.49
01/21	01/27/2021	92017	Lynn Auto Parts Inc.	661-598-931.000	7.14
01/21	01/27/2021	92017	Lynn Auto Parts Inc.	661-598-931.000	3.49
01/21	01/27/2021	92018	McCardel Culligan	101-770-802.000	8.00
01/21	01/27/2021	92018	McCardel Culligan	101-770-802.000	8.00
01/21	01/27/2021	92018	McCardel Culligan	101-770-802.000	8.00
01/21	01/27/2021	92018	McCardel Culligan	101-770-802.000	8.00
01/21	01/27/2021	92018	McCardel Culligan	101-770-802.000	8.00
01/21	01/27/2021	92018	McCardel Culligan	101-770-802.000	8.00
01/21	01/27/2021	92018	McCardel Culligan	101-770-802.000	8.00
01/21	01/27/2021	92018	McCardel Culligan	101-770-802.000	8.00
01/21	01/27/2021	92018	McCardel Culligan	101-770-802.000	18.50
01/21	01/27/2021	92018	McCardel Culligan	101-770-802.000	32.00
01/21	01/27/2021	92018	McCardel Culligan	101-770-802.000	32.00
01/21	01/27/2021	92018	McCardel Culligan	101-770-802.000	32.00
01/21	01/27/2021	92018	McCardel Culligan	101-770-802.000	18.50
01/21	01/27/2021	92018	McCardel Culligan	101-770-802.000	18.50
01/21	01/27/2021	92018	McCardel Culligan	101-770-802.000	18.50
01/21	01/27/2021	92018	McCardel Culligan	101-770-802.000	32.00
01/21	01/27/2021	92019	Meyer Ace Hardware	101-770-775.000	10.42
01/21	01/27/2021	92019	Meyer Ace Hardware	101-770-775.000	26.99
01/21	01/27/2021	92019	Meyer Ace Hardware	101-770-775.000	9.00
01/21	01/27/2021	92019	Meyer Ace Hardware	592-551-775.000	32.76
01/21	01/27/2021	92019	Meyer Ace Hardware	101-770-775.000	5.03

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01/21	01/27/2021	92019	Meyer Ace Hardware	582-590-775.000	4.14
01/21	01/27/2021	92019	Meyer Ace Hardware	582-588-785.000	98.97
01/21	01/27/2021	92019	Meyer Ace Hardware	101-770-934.000	6.29
01/21	01/27/2021	92019	Meyer Ace Hardware	101-770-775.000	21.56
01/21	01/27/2021	92019	Meyer Ace Hardware	101-770-934.000	1.08
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01/21	01/27/2021	92019	Meyer Ace Hardware	101-268-775.000	4.13
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01/21	01/27/2021	92019	Meyer Ace Hardware	101-770-775.000	4.66
01/21	01/27/2021	92019	Meyer Ace Hardware	582-588-785.000	38.69
01/21	01/27/2021	92019	Meyer Ace Hardware	582-588-785.000	38.69
01/21	01/27/2021	92019	Meyer Ace Hardware	582-588-785.000	13.49
01/21	01/27/2021	92020	MILLER CANFIELD PADDOCK &	101-266-802.000	1,304.05
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01/21	01/27/2021	92024	Operations Services	592-555-802.000	1,953.50
01/21	01/27/2021	92025	Otis Elevator Co.	101-268-802.000	3,376.44
01/21	01/27/2021	92026	Petoskey Print Studio	248-739-880.200	13.82
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01/21	01/27/2021	92029	RS TECHNICAL SERVICES INC.	592-554-775.000	455.11
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01/21	01/27/2021	92030	Spectrum Business	514-587-802.100	123.15
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01/21	01/27/2021	92032	Staples Advantage	101-208-751.000	10.69
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01/21	01/27/2021	92032	Staples Advantage	101-773-775.000	.97

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01/21	01/27/2021	92038	VSP	101-201-724.000	106.40
01/21	01/27/2021	92038	VSP	101-208-724.000	29.12
01/21	01/27/2021	92038	VSP	101-215-724.000	10.64
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01/21	01/27/2021	92038	VSP	204-481-724.000	66.64
01/21	01/27/2021	92038	VSP	271-790-724.000	91.28
01/21	01/27/2021	92038	VSP	514-587-724.000	21.28
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01/21	01/27/2021	92038	VSP	101-754-724.000	13.24
01/21	01/27/2021	92038	VSP	101-756-724.000	36.57
01/21	01/27/2021	92038	VSP	101-770-724.000	65.24
01/21	01/27/2021	92039	Wastewater Microbiology Solutions	592-553-801.000	600.00
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01/21	01/28/2021	92042	Amazon Credit Plan	101-770-771.000	.60
01/21	01/20/2021	999130	ACH-CHILD SUPPORT	701-000-230.160	160.23
01/21	01/20/2021	999131	ACH-EFTPS	701-000-230.200	12,290.29
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01/21	01/20/2021	999133	ICMA 401	701-000-230.700	654.08
01/21	01/20/2021	999134	ICMA-ROTH	701-000-230.900	605.00
01/21	01/20/2021	999135	Mers DC 45	001-000-001.001	296.26
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01/21	01/20/2021	999135	Mers DC 45	701-000-230.120	740.65
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Grand Totals:					1,278,969.76

Report Criteria:

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Check Number	Check Issue Date	Name	GL Account	Amount
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91981	01/27/2021	Bricker, Sally	582040285000	43.94
91982	01/27/2021	Higginson, Abbey	582040285000	47.05
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91985	01/27/2021	O'Leary, Susan	582588803000	150.00
Grand Totals:				804.93



City of Petoskey

Agenda Memo

BOARD: City Council

MEETING DATE: February 1, 2021

PREPARED: January 22, 2021

AGENDA SUBJECT: Livable Petoskey Master Plan Review Draft

RECOMMENDATION: That City Council continue review and possible resolution adoption

Background City Council has reviewed the Livable Petoskey Master Plan introduction and chapters 1-3. The suggested revisions are enclosed (**highlighted** for additions and ~~stricken~~ for deletions).

Action At the February 1 meeting, City Council should provide direction on the noted changes and will begin its review with Chapter 4 Local Economy. If ready, Council could then adopt the enclosed resolution to authorize distribution of the draft plan.

at
Enclosure



City of Petoskey

Resolution

WHEREAS, the Petoskey City Council adopted the current Blueprint Petoskey Master Plan in January, 2015; and

WHEREAS, the Michigan Planning Enabling Act P.A. 33 of 2008, as amended, M.C.L. 125.3801 *et seq.* requires a master plan to be reviewed every five years for possible updates; and

WHEREAS, the Act requires that a master plan update be approved by the governing body for distribution to adjacent municipalities, utilities, and railroad companies for comment; and

WHEREAS, the Petoskey Planning Commission completed its update to the master plan and forwarded the plan at its December 17, 2020 meeting to City Council for its review and distribution; and

WHEREAS, the Petoskey City Council reserves the right of final plan approval:

NOW, THEREFORE BE IT RESOLVED that the City of Petoskey City Council does hereby authorize the distribution of the Livable Petoskey Master Plan pursuant to the Michigan Planning Enabling Act P.A. 33 of 2008, as amended, MCL 125.3845.

LIVABLE PETOSKEY - toward a more resilient, sustainable community

Petoskey residents recognize and appreciate the beautiful city and region in which we live. Our small, historic community on Little Traverse Bay offers a unique and highly sought after way of life that residents and visitors enjoy year round. Yet, looking to the future, we are aware of the challenges that must be faced and that we must respond and adapt to a changing world. The impact of the COVID-19 pandemic has been significant and may lead to changes that last long beyond a vaccine. In addition, global climate change impacts, societal inequities, and the housing crisis are some of the many challenges that we—like others—need to address in our planning efforts.

With many unknowns, the intent of the Livable Petoskey Master Plan is to set us on a path toward a more resilient, sustainable future under the continually changing, inter-related categories of community, environmental stewardship, built environment, and local economy.

The year-round residents of Petoskey have shared their community for generations with seasonal residents and tourists wishing to experience our high-quality of life. There are many areas in which the community excels, as witnessed by numerous accolades, rankings, and certifications. Residents are fiercely proud and protective of all of our riches, and show this through investment and participation in the many philanthropic organizations, service clubs and local government to make this a livable community. It is therefore easy to simply do what we have always done well, expecting similar results. But it is the premise of this master plan that we can, and must, continually improve and strive to stay ahead of the curve.

The master plan update process began with a review of existing planning documents to capture existing sustainability and resiliency efforts that can be improved upon and become foundational as we look to the future. A sustainability framework¹ was then developed that created planning categories and focus areas to incorporate in the Livable Petoskey Master Plan. Each focus area considers the three sustainability elements of equity, economy and environment, while providing strategies necessary to anticipate and negotiate our complex and rapidly changing world.

Community Resilience is the ability of a community to anticipate, accommodate and positively adapt to or thrive amidst changing climate conditions or hazard events and enhance quality of life, reliable systems, economic vitality and conservation of resources for present and future generations.

Urban Sustainability Directors Network

Community engagement for the plan incorporated youth forums, a community workshop on important resiliency topics and a series of pop-up community meetings where citizens were asked what they valued about the Petoskey area, what they were concerned about into the future, and how they thought these concerns should be addressed.

¹

http://www.livablepetoskey.org/downloads/final_sustainabilityframework_01072020_1.pdf

LIVABLE PETOSKEY - toward a more resilient, sustainable community

All public input is provided in Appendix A. The following is a summary of frequently mentioned values, issues and concerns.

Value

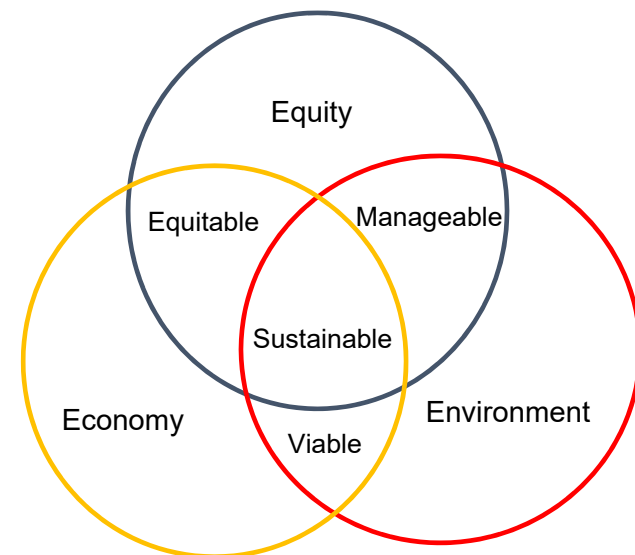
- ◆ Small town character;
- ◆ Sense of community;
- ◆ Friendly, kind people;
- ◆ Waterfront accessibility;
- ◆ Downtown;
- ◆ Local small businesses;
- ◆ Beauty, scenery;
- ◆ Compactness;
- ◆ Walkability;
- ◆ Trail systems and parks;
- ◆ Four-season recreational opportunities;
- ◆ Safe public spaces;
- ◆ Natural resources: clean air, water; and
- ◆ Many opportunities to be involved.

Issues and Concerns:

- ◆ Housing crisis;
- ◆ Lake Michigan water levels and impacts to community facilities;
- ◆ Lack of young people moving here;
- ◆ Aging population;
- ◆ Loss of local businesses;
- ◆ Vacant downtown storefronts;
- ◆ Climate change;
- ◆ Drug use;
- ◆ Traffic and parking;
- ◆ Inadequate incomes (ALICE population [Asset Limited, Income Constrained, Employed]);

- ◆ Water quality;
- ◆ Lack of well-paying jobs;
- ◆ Maintaining high quality healthcare;
- ◆ Over development;
- ◆ Maintaining unique character;
- ◆ Obstacles to redevelopment; and
- ◆ Over-reliance on tourism.

A focus on livability is a focus on people, which means that demographic trends are essential to plan for future community needs including housing, public facilities and social services. The primary source of demographic, economic, housing, and social data throughout this document is the U.S. Census, primarily the 2013-2017 Census Bureau American Community Survey five-year estimates. Our population numbers include Bay Harbor, which is within the corporate limit. However, pursuant to the 425 Agreement, planning and zoning for Bay Harbor is administered through Resort Township so discussion of the Bay Harbor area is limited in this plan.



LIVABLE PETOSKEY - toward a more resilient, sustainable community

The following plan chapters provide additional details on the four interrelated systems developed through the sustainability framework of community, environmental stewardship, built environment, and local economy. Strategies addressing environment, equity and economy will be provided to maintain community values, while addressing concerns and challenges that exist for Petoskey to become more resilient and sustainable into the future.



COMMUNITY



The Petoskey community identity is grounded in our natural and built features, historical context, and shaped in ways its founders could not have imagined. Technology, demographic and climatic

changes, and preferences for how we live, work, and recreate all continue to shape our identity.

Geologically, the area is a glacial moraine, formed by the glaciers which left behind the topography we identify with the area including the lakes, hills and bluffs. The limestone deposits were also instrumental to the economic history of the area. The historic richness of the community provides residents and visitors with a sense of connection to the past and the community as a whole with a unique heritage that contributes to local culture and quality of life.

The native Ottawa people (ancestors of the Little Traverse Bay Bands of Odawa Indians) inhabited the area prior to European settlement. The Ottawa were historically migratory people who traveled in the autumn from the Upper Peninsula and the northern tip of the Lower Peninsula to the southern part of Michigan for the winter months.

The Little Traverse Bay Bands of Odawa Indians (LTTB) received federal recognition as a tribe through reaffirmation in 1994. Many often-used names in the area are derived from the history of the native people and have become integral to the local culture including Crooked Tree (in reference to *Waw-gaw-naw-Ka-see*), Wequetonsing and Petoskey ("Pe-to-se-ga" or "Biidassige").

¹The Indians of Hungry Hollow, Bill Dunlap, 2004.

Identity and Engagement

The City of Petoskey was known as Bear River when the first missionary arrived in 1855, was later renamed after Ignatius Petoskey and was officially granted a charter in 1879. Logging and lumber were mainstays for Petoskey during the late 1800s when Great Lakes freighters transported lumber to ports around the Midwest, including lumber to help rebuild Chicago after the Great Fire. The first businesses in the area were trading posts, with retail businesses and industry then developed. In addition to the numerous stores in downtown Petoskey, three lime mines were developed by 1874 on the southern shore of Little Traverse Bay. The City also relied heavily on the Bear River for industry and energy. At one point, there were seven dams on the river, providing power to grist and lumber mills as well as serving as the community's electric source.

The Bear River continued to be important to the native people, with many tribal members living near its shores. The area of the river adjacent to Clarion Avenue and Sheridan Street was referred to as "Hungry Hollow", which a book was written about detailing the way of life during the 1930s.¹ The area continues to be home to some tribal members, as well as a community garden that honors the Hungry Hollow name.

Passenger trains and steamships played a major role in the growth of Petoskey. From 1873 to 1960, several major rail lines brought thousands of summer visitors from Indianapolis, Cincinnati, Chicago and Detroit to the area's fresh air and resort atmosphere. At the height of train service (approximately 1910) dozens of trains, including both long-distance and the suburban "dummy" trains that connected to other northern Michigan communities, moved in and out of Petoskey's two train depots each day. The City of Petoskey

COMMUNITY

and the Little Traverse Bay area were for many years the northern destination of the “Hay Fever Express.”

The Northland, the Manitou and the South American steamships carried passengers from ports throughout the Great Lakes to Harbor Springs and Petoskey. Once in the area, visitors traveled by stagecoach, ferry, “dummy” or suburban train, carriage, bicycle, and on foot. The Little Traverse Wheelway was a bike and horse-way before it was a railroad. The advent of the automobile at the turn of the century eventually eliminated the use of trains and steamships as a primary means of transportation; however, the railroad had lasting impacts on community architecture and identity.

Historic Preservation

The historic architecture of Petoskey defines our community identity and **scale, which** needs to be preserved to the greatest extent possible. There are two types of historic districts that can be created for preservation purposes. At the federal level historic resources can be recognized through the National Register of Historic Places program. This program is honorary at the owner occupied residential level but provides federal tax credits for renovation of income producing properties. At the state level, enabling legislation allows local units of government to establish a historic district commission by adopting an ordinance providing oversight and regulation of building modifications for the purpose of preserving historic character.

National Register Historic Districts

The unique and varied history of the City was memorialized through the creation of two historic districts in 1986: the Downtown and East Mitchell Street Historic Districts, as well as 35 individually listed properties outside these districts.

² October, 1901 Sanborn Map

Identity and Engagement

Downtown Historic District

The Petoskey Downtown Historic District consists of commercial properties occupying portions of ten blocks in the central business district. The Downtown Historic District, which has 278 contributing structures, is significant for its association with Petoskey's history from the years of village life between 1879 and 1895 through the community's development as a city between 1895 and World War II. As the center of Petoskey's commercial life, the district was occupied not only by retail and office structures whose upper stories served as residential space for many local residents, but also by hotel operations which served the “tourist” trade of the later nineteenth and early twentieth century. The Perry Hotel and Penn Plaza (formerly the Grand Rapids and Indiana railroad depot), primary landmarks in the district, provide strong reminders of Petoskey's earlier history as a city where guest accommodations and rail service were major elements of the local economy. In 1901, there were at least 13 hotels and many boarding houses downtown.²

The majority of the historic commercial structures range in date from the 1870s to the 1920s, with later nineteenth-century “Commercial Palaces” and turn-of-the-century Neo-Classical Revival designs dominant. The structures are generally of brick construction and range in height from one to three stories. Ornate cornices and window hoods grace many of the street facades.³

East Mitchell Street Historic District

The East Mitchell Street Historic District is a 23 block area with 87 contributing structures associated with the growth of Petoskey from a village to a small and prosperous city. The district architecturally reflects the tastes of a cross-section of the people involved in Petoskey's community life, ranging from prominent business people

³ National Historic District Nomination Description, State Historic Preservation Office.

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to laborers. The design of the residential structures reflects the use of ready-to-use architectural plans and the work of several area architects. The stylistically "hybrid" character of many of the designs is reflective of the late nineteenth century development period of the neighborhood when multiple stylistic themes were combined before the late-Victorian styles shifted to Neo-classic and Colonial prototypes.

The residences are predominantly of frame construction and between one-and-one-half and two-and-one-half stories in height. Architectural styles include Queen Anne, Romanesque, Shingle, Colonial Revival, Bungalow, and "period" designs, dating from the later nineteenth century through the period between the wars. Four historic churches, a parochial school complex, and a historic public school are also included in the district.

In addition to the designated historic districts, there are 34 individually listed National Register properties scattered throughout the City, including the Saint Francis Solanus Church, considered the oldest public building in northern-lower Michigan (built sometime between 1853 and 1859); the former Zipp Lumber Company Building and the former Chicago and West Michigan Railway Station, which currently houses the Little Traverse Historical Society. A complete list of individually listed National Historic Register properties is included as Appendix B.

There has also been interest in creating a new National Register historic district to incorporate the individually listed and other properties within the Old Town Emmet Neighborhood.

Local Historic Districts

The process of creating a locally designated historic district in downtown for the purpose of oversight and regulations of historic

Identity and Engagement

building modifications is currently under way. A Historic District Study Committee was appointed in 2019 to update a previous study and will make recommendations to City Council on a possible district boundary and ordinance.

There is currently no effort underway to create a Local Historic District in the predominantly residential areas of East Mitchell Street; however, there is concern that much of the architectural integrity of the area is being lost through modifications that are not historically appropriate.

Taken together, the community's districts and properties on the National Register are critical resources that define the physical history and heritage of the community. Conscious preservation efforts and adherence to the City-adopted International Property Maintenance Code (IPMC), as well as creation of Local Historic Districts, will ensure these resources remain viable for future generations of residents and visitors to experience our unique sense of place. To further signal that the City understands the important link between its historic built and cultural environment as crucial to its sense of place, participation in the Certified Local Government program through the State Historic Preservation Office could be initiated.⁴

Healthcare

The Petoskey area's healthcare facilities are essential to our identity, attracting year-round and seasonal residents. McLaren Northern Michigan is licensed for 202 beds and serves residents in 22 counties across northern Lower Michigan and the eastern part of the Upper Peninsula. The hospital is a regional referral and level II trauma center, has nearly 1,900 employees, including more than

⁴ <https://www.miplace.org/historic-preservation/programs-and-services/certified-local-government-program/clg-process/>

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230 physicians that represent nearly all medical and surgical specialties.

Downtown

Downtown Petoskey is essential to our community's sense of place. Downtown has, over many years, become a year-round district and less of a seasonal location than other downtowns in the region. It has also followed the national trend of moving toward a more service-sector business district. On-line retail has been one of the challenges faced by downtown retailers in recent years, which was accelerated during the COVID-19 pandemic. It is now more critical than ever for local businesses to have an on-line presence, and the "shop local" campaigns remain important to keep our downtown vibrant. In order to balance the needs and desires of locals and visitors, and to ensure that downtown maintains its ability to be an economic engine and entrepreneurial incubator, the Downtown Management Board develops a strategic plan every five years.⁵



Parks and Open Spaces

The City's parks and open spaces are a tremendous asset appreciated by area residents and visitors and are vital to our unique sense of place. The City continues to work cooperatively with Emmet County, adjacent communities, and not-for-profit organizations in response to the public's desire to protect and connect open space. The regional green belt created through parkland, nature preserves, and regional trail systems has been steadily expanded and improved over the past several decades and its value is an important consideration for future land purchases to protect critical habitat and view sheds.

Identity and Engagement

In addition to property or development right acquisition, ensuring that agriculture continues to be economically viable in this area is another important strategy to protect open space. While agriculture policy is largely developed at the federal and state level, local actions can also help support local producers, including farmers markets and community-supported agriculture (CSA) programs. Recommended actions to further enhance local food systems can be found in the Local Economy chapter of the plan.

There is no question that the topography of the City and surrounding area provide views of Little Traverse Bay that create an important community resource. Residents place great importance on views of the Bay, as identified in many public surveys and the 2008 Blueprint Petoskey Master Plan design charrette process. The top two design principles that came out of the public process were:

- The waterfront will be enhanced as the community's most important asset.
- Development policies and practices will protect views of the lake.

The original street layout created a grid that terminated public rights-of-way at the bay, thus creating a public view shed. Public ownership along approximately 1.4 miles of Little Traverse Bay in the form of Bayfront Park, Sunset Park and Magnus Park has further enhanced public views of, and public access to, the waterfront. Updates to the City's zoning ordinance and the necessary planting of trees on public land will need to balance private property rights with public views for the best overall community outcome.

⁵https://cms3.revize.com/revize/petoskeymi/document_center/Forms%20&%20Documents/Downtown%20Strategic%20Plan%202018-22%20Final%20Plan%20adopted%20by%20City%20Council%208-6-18%20with%20appendices.pdf

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Our neighborhoods and high quality educational opportunities are also essential to our identity and will be discussed in later sections of the plan.

Defining community identity may best be summarized through stated values. During the planning public engagement process, participants were asked what they value about the Petoskey area. Several answers were often repeated, as summarized below.

- ◆ Small town character ◆ Sense of community ◆
- ◆ Friendly, kind people ◆ Waterfront accessibility ◆
 - ◆ Downtown ◆ Local small businesses ◆
- ◆ Beauty, scenery ◆ Compactness ◆ Walkability ◆
 - ◆ Trail systems and parks ◆
- ◆ Four-season recreational opportunities ◆
 - ◆ Safe public spaces ◆
- ◆ Natural resources: clean air, water ◆
- ◆ Many opportunities for community involvement ◆

The goals and strategies of this master plan are designed to balance these values with future needs based on changing technology, climate, demographics and preferences. Homes for all ages and abilities, mobility options, and public health, wellness and safety are all essential to ensure a livable community into the future.

While our seasonality and natural resource assets lead to our characterization as a resort community, it is the investment in infrastructure and a high quality public realm that has been previously discussed that results in our identity as a community that “cares about the details.”

Community Identity Goals

- Our identity as a community that values its natural resources and history is maintained.

Identity and Engagement

- The park system is integral to the unique sense of place and is a known asset for community-wide health and wellness.
- The valuable natural resources that are the foundation for our high quality of life are managed and protected.
- New development takes cues from historic architecture and community scale, while addressing current community needs.
- Downtown continues to be the heart of the community, relevant, and vibrant into the future.
- Our high quality public spaces are preserved for future generations.
- Public and private projects honor the heritage of the community as a destination for year-round recreation and entrepreneurial opportunities.
- There is a balance between the desire for public views of Little Traverse Bay, the benefit of trees on public property, and the interests of private property owners.

Strategies and Actions

- a) Create a Local Historic District in the Downtown National Register Historic District within two years.
- b) Appoint a Local Historic District Study Committee to study the creation of a Local Historic District in the East Mitchell Street National Register Historic District.
- c) Create additional neighborhood National Historic Register Districts to ensure historic integrity of the community is maintained.
- d) Become a Certified Local Government through the State Historic Preservation Office.
- e) Continue to evaluate zoning districts for addition of form and architectural standards to complement existing street patterns.
- f) Work with the Little Traverse Historical Society to develop exhibits and events that promote community heritage.
- g) Ensure community signage enhances the City's historic character.

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- h) Develop informational resources to promote/advocate for appropriate building renovations similar to the Downtown Design Guidelines.
- i) Implement the Parks and Recreation Master Plan and update every five years to ensure high-quality parkland and open spaces are maintained and preserved.
- j) Implement the Downtown Strategic Plan and update every five years.
- k) Plant appropriate sized trees and perform regular maintenance of trees and shrubs on public land to enhance and protect the Little Traverse Bay view shed.

Citizen Engagement

The citizens of Petoskey are very engaged in the betterment of the community. Residents participate through dozens of civic groups, religious organizations, schools, and non-profit organizations, volunteering their time to make the community better. Through public boards, commissions and committees, residents are involved in the local government decision making process.

The City's Public Participation Plan identifies active methods of reaching out to the public including surveys, community workshops, charrettes, neighborhood walks, focus groups, standing committees and social networks. These methods of engagement are important to help residents understand projects, policies, and actions being considered by the City that traditional public meetings and hearings cannot accomplish.

Recent events have required use of new technology, and through virtual meeting platforms there is another way for people to engage. The use of this technology to supplement public meetings is a positive addition to engagement efforts. It is the responsibility and challenge of City government to ensure resident input and concerns are incorporated into decisions and communicated back out to the citizenry.

Identity and Engagement



Middle School students identify valued community places

The ordinance creating the Planning Commission requires that the body have representation across community sectors and geography. However, beyond the requirements of the Michigan Planning Enabling Acts, it is also essential that the Planning Commission and other boards and commissions accurately reflect the population demographics to ensure equity is taken into account in the decision making process. Experience shows that it is difficult for single parents, working families and young workers to commit the time necessary for boards and commissions but efforts must continue to involve these groups.

Citizen Engagement Goals

- Representation on City boards and commissions is a broad cross-section of the population.
- The citizenry is engaged in the public decision making process.

- Board and commission members receive adequate training to carry out their responsibilities.

Strategies and Actions

- ~~a) Add a Planning Commission Ad Hoc position for a Petoskey High School student.~~
- b) Update the 2010 National Citizen Survey™ or undertake a similar citizen survey to gauge resident satisfaction with municipal services.
- c) Work with the Petoskey Public Schools to annually engage the students in community planning.
- d) Utilize effective and equitable avenues for distributing and receiving comments on public policies and projects.
- e) Provide educational materials and design participation initiatives that will support and encourage effective participation.
- f) Encourage continued regional collaboration with local governments and other stakeholder organizations.
- g) Maintain and develop staff expertise in all aspects of participation.
- h) Annually budget sufficient funds to ensure active methods of participation can be implemented.
- i) Support and encourage continuous improvement in the methods used to meet the public need for information and involvement.
- j) Record results of public engagement and ensure they are relayed back to the public.
- k) Create meaningful volunteer opportunities, ad-hoc committees, study groups and other roles that give citizens greater opportunities for inclusion in the decision-making process and encourage sustained public participation.
- l) Ensure elected and appointed officials receive annual training.

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Public Health and Safety

Public health, safety and welfare are the foundation of community planning. Where we locate housing in relation to parks and employment centers, how streets are designed, and the level of public services provided are all fundamental to creating healthy, safe communities. Recent events have dramatically illustrated the interconnectedness of public health with the economy, and as past crises brought about municipal water and sewer systems, so too will COVID-19 and climate change have lasting impacts on community planning.

A community's economic health and its natural and built environment are among the many factors that impact a person's health status. The Petoskey community is fortunate to have top-quality health care facilities, clean air and water, and access to acres of parkland and trails—all of which provide opportunities for wellness and healthy living. In 2010, the City undertook the National Citizens Survey™ to gauge resident opinions on the community and services provided. In that survey, residents rated community and personal public safety very highly and public safety services and community health and wellness access and opportunities highly, above what comparable survey communities were rated.¹

Public Health

A 2015 Northern Michigan Community Health Assessment and Improvement Initiative provides data and community input on public health in the region. While not specific to Emmet County or Petoskey, a “What Matters to You” survey received approximately 1,200 responses from northern Michigan residents and provides input relevant to community planning.²

¹(https://cms3.revize.com/revize/petoskeymi/document_center/Planning%20and%20Zoning/City%20of%20Petoskey-Report%20of%20Results%20FINAL-2010.pdf)

What are the most important factors for a healthy community?

1. Access to healthcare
2. Good jobs/healthy economy
3. Access to affordable, healthy food
4. Good schools/high value on education
5. Affordable housing

A priority of the initiative to promote health and decrease chronic disease has as one of its goals to “Improve health, fitness and quality of life through daily physical activity.”

The report also details how mental and emotional wellbeing is essential to overall health, which has been brought to the forefront during the COVID-19 pandemic and resulting isolation of quarantine. In the same survey, mental health issues were identified by residents and health care providers as one of the top five health problems in the community. However, funding for mental health has been inadequate for many years, creating other community impacts.

According to the Bureau of Justice statistics, more than half of those in the criminal justice system suffer from a mental illness. Mental illness is not a strong predictor of criminal behavior, though two million arrests each year in the U.S. involve persons with serious mental illness.³ It is therefore critical that First Responders are equipped to handle situations where mental illness is the underlying issue.

²A collaboration of two health departments and three hospitals led by the Health Department of Northwest Michigan with funding from the Northern Health Plan (<http://nwhealth.org/CHA/CHA%20CHA%20160307-R3.pdf>).

³<https://www.psychiatry.org/psychiatrists/advocacy/federal-affairs/criminal-justice>

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As detailed in the presentation by Roger Racine, Regional Epidemiologist for the Michigan Department of Health and Human Services, at the Livable Petoskey kick-off meeting, there are many potential health—physical and mental—impacts of climate change. Increasing temperatures may lead to increased heat stress and illness, air pollutants and migrating pests. Increased intensity storms can lead to flood-related waterborne illnesses, and power outages.⁴ To be resilient in the face of these possibilities, actions such as provision of cooling centers and identification of alternative roadway options in the event of severe flooding are recommended.

Public Safety

Public health is integral to public safety; however, the former is funded and administered more at the state and county level, while public safety is primarily a local level responsibility.

The Petoskey Department of Public Safety (DPS) is a fully integrated department providing police, fire, and emergency-medical services, with nineteen sworn officers (cross-trained as certified law-enforcement officer, firefighter, and EMT), five part-time Public Safety Officers, three paid-on-call firefighters, and one administrative clerk. Total training hours for the department in 2019 was 3,100, for an average of approximately 163 hours per officer.⁵

All Public Safety vehicles are equipped with emergency medical equipment, and are often the first responders on an ambulance call. During 2019, the Department answered 526 calls for emergency medical service, 270 fire, 84 public nuisance, and 8,956 law enforcement calls. The Department provides and receives mutual-aid assistance from other area agencies including the Emmet County Sheriff, Resort-Bear Creek Fire Department, and the State Police.

⁴http://www.livablepetoskey.org/downloads/petoskey_michap_sept_2019_rr.pdf

Public Health and Safety

The City enjoys a "Class 4" fire-insurance rating, which was upgraded in 2012 from a "Class 5" due to the addition of the Petoskey West station and improvements to the water system. The ranking by the Insurance Services Office (ISO) of Michigan ranges from 1 (best) to 10 (worst) and helps to establish insurance rates. Only 15 percent of communities nationally surveyed by ISO received a ranking of "Class 4" or higher, and of the 34 Public Safety departments in Michigan, only 4 others have a ranking of "Class 4" or better.



The Department of Public Safety takes a community policing approach to its work, so in addition to responding to calls for assistance, the DPS educates the community on how to improve safety. During 2019, officers participated with area students in the TEAM (Teaching, Educating, and Mentoring) program that covers topics such as food safety, stranger awareness, firearm safety, bullying, the criminal justice process, fire safety, and others. The Department also provided services including a "Stop the Bleed" training to several area schools and organizations, safely disposed of approximately 882 pounds of medications and assisted in the distribution of prescription and over-the-counter drug drop off boxes (PODs), and again offered its Citizens Academy to educate the public on all of its activities.

In 2016, Tri-County Department of Emergency Management adopted a 2016 Hazard Mitigation Plan covering Charlevoix,

⁵<https://cms3.revize.com/revize/petoskeymi/Public%20Safety/2019%20Annual%20Report.pdf>

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Cheboygan, and Emmet Counties.⁶ The plan was created with assistance of Networks Northwest to protect the health, safety, and economic interests of the residents and businesses by reducing the impacts of natural hazards through planning, awareness, and implementation. The Emmet County task force identified five priority hazards based on historical data and anticipated climatic changes: fire hazards (structure and wildfires); severe winter weather; severe thunderstorms/high winds/tornadoes; flooding; and shoreline and steep slope erosion along Lake Michigan and Little Traverse Bay.

The plan has four goals:

1. Increase local awareness and participation in hazard mitigation strategies;
2. Integrate hazard mitigation considerations into each county's comprehensive planning process;
3. Utilize available resources and apply for additional funding for hazard mitigation projects; and
4. Develop and complete hazard mitigation projects in a timely manner.

The plan then recommends specific mitigation actions for each of the natural hazards. This plan is essential for state and federal emergency funding eligibility.

As detailed further in the Environmental Stewardship chapter, the City has recently experienced shoreline and steep slope erosion during high water levels on Lake Michigan. These water levels approached, but did not exceed, previous known all-time highs. We know that the Great Lakes shorelines are dynamic and have historically fluctuated six feet between low and high levels. To be a resilient community, design and construction of infrastructure will have to ensure it can withstand high

⁶<https://www.cceoem.net/wp-content/uploads/2017/03/Hazard-Mitigation-Plan-Tri-County.pdf>

Public Health and Safety

and low water levels, and specifically the impact of wave action when water levels are high.

The Great Lakes Integrated Sciences and Assessments (GLISA) is a collaborative group of scientists committed to advancing climate knowledge for resilience and adaptation in Great Lakes communities and serves to provide future forecasting that is most often cited for planning in our region. Their website details their predictions, and particularly helpful are their Great Lakes Regional Climate Change Maps with projections for the period 2041 – 2070.⁷

Public Health and Safety Goals

- Residents continue to rate community and personal health and safety highly.
- The natural environment is maintained to provide health benefits to all residents.
- The Petoskey park system is maintained and utilized as a resource that provides community-wide health and wellness.
- Impacts of natural disasters, severe weather events and climatic changes on people and property are minimized.
- Resources and systems are in place to handle human and environmental emergencies and ensure public safety.
- Physical and mental healthcare is adequately funded.
- Long-term resilience of infrastructure is considered in all projects.

⁷<http://glisa.umich.edu/resources/great-lakes-regional-climate-change-maps>

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Public Health and Safety

Strategies and Actions

- a) Work with the Office of Emergency Management to review and update as needed the Hazard Mitigation Plan, taking into consideration likely climate change impacts.
- b) Adopt and implement updates to the Hazard Mitigation Plan.
- c) Promote the health benefits of public parks, trails, and sidewalks.
- d) Continue to implement traffic calming measures to ensure safe streets for pedestrians and bicyclists.
- e) Work with the Health Department of Northwest Michigan, Community Mental Health, Emmet County and McLaren Northern Michigan to identify funding for a credentialed mental health professional to assist first responders as needed.
- f) Encourage, support and participate in regional efforts for alternatives to incarceration for those suffering with mental health and substance abuse issues.
- g) Work with the Petoskey Public Schools to teach youth pedestrian and bike safety.
- h) Repeat the National Citizen Survey™ or a similar survey instrument to gauge resident opinions on public health and safety services.



COMMUNITY

Recreation, Arts, and Culture Opportunities

Recreation Opportunities

The City's parks, sidewalks, and trails are free and safe options for residents to achieve the goal of improving health, fitness and quality of life through daily physical activity. This was evident during the COVID-19 "Stay at Home" order when sidewalks, trails, parks, and area nature preserves experienced increased use.



The City maintains twenty-four park sites, some on properties that are owned by other governmental units such as the Petoskey Area Schools, comprising 1,200 acres. The parks include 1.5 miles of Lake Michigan shoreline, a four-mile-long linear park alongside the Bear River, a 144-slip marina, a 72-site campground, a winter sports complex, and the 800-acre Skyline Trail forest preserve in Bear Creek Township. Athletic facilities include seven baseball fields, six softball fields, 20 soccer-football fields, four basketball courts, 12 tennis courts, three playgrounds, two ice rinks, two pickle ball courts, as well as almost 56 miles of sidewalks and multi-use trails.

In 2019, the City offered twenty-nine (29) organized youth and adult recreational programs to the region with 3,287 registered participants, with just under 24% City residents. The Hungry Hollow Community Garden is a resource for healthy food access, but use of public lands for food production could be enhanced through public forest gardens similar to the Edible Trails Project.¹



Given our aging demographics, the demand for park and recreation facilities to serve older residents will continue to grow. According to the 2017 "Healthy Aging in Parks Survey" conducted by the National Recreation and Park Association, most communities deliver programming for this population at community centers, senior centers, or parks. For our area, that would include the Friendship Centers of Emmet County and North Central Michigan College, but facilities of these types are limited and expensive to sustain. To meet the challenge, we will need to identify reliable funding sources, additional space for these activities to occur, and ensure staff is versed in the needs and desires of older adults. Further, engaging with the older adult community, whether through surveys, one-on-one conversations, and/or market research data analysis may also be necessary.

The City should ensure it is actively involved in determining the type of programming offered, as well as marketing these offerings to the public. If there are activities that are not being met through these other organizations, the Department of Parks and Recreation should be adding such activities to its programming.

The following goals and strategies come primarily from the 2018 Parks and Recreation Master Plan. While walking and biking are integral to community wellness, the goals, actions, and strategies related to non-motorized facilities are found in the Transportation and Mobility Options section of the plan.

Recreation Opportunities Goals

- The provision of parks, recreation facilities and programs to the region are enhanced through cooperative agreements.

¹ <https://edibletrails.org/>

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- Use of existing, unique recreational opportunities in the City are maximized through effective marketing.
- Recreation options exist for all ages and abilities.
- Parks, recreational facilities and programs are universally accessible.
- Access to water resources is enhanced for all users.

Strategies and Actions

- a) Cultivate additional partnerships that would allow the City to provide improved recreational services through property or equipment sharing.
- b) Address in-demand activities such as a community dog park and additional pickle ball courts by working with regional partners to identify locations and funding.
- c) Work with all recreation providers to ensure provision of recreation programs address the needs of all age groups.
- d) Continue to test new recreation programs to address the needs of a changing demographic.
- e) Improve park and trail way-finding signage, maps and information accessibility on website, social media, and via mobile tours.
- f) Partner with McLaren Northern Michigan and the Health Department of Northwest Michigan to promote use of parks and trails for improved health outcomes.
- g) Provide smoke-free/vape-free facilities and breast feeding/pumping locations where appropriate.
- h) Incorporate universal accessibility in park facilities and recreation programs to the greatest extent possible.
- i) Continue to provide public land for community gardens and explore the possibility of creating “Edible Trails.”
- j) Create paddle-sport launch and storage areas.

Recreation, Arts, and Culture Opportunities

Arts and Culture Opportunities

Arts and culture have always been integral to the identity of the Petoskey area. Whether it is the many movie theatres that existed downtown in the early 1900s, the establishment of the Bay View community as a Chautauqua in 1875, or the loyal following of the Petoskey Steel Drum Band, arts are central to our quality of life.



The long-serving Crooked Tree Arts Center (CTAC) has been joined by the Great Lakes Center for the Performing Arts in Bay Harbor as premiere facilities for musical, theatrical, and visual arts exhibits, performances and classes. Local arts organizations such as the Little Traverse Civic Theater, Great Lakes Symphony Orchestra, and Bliss Music Organization are able to engage residents in arts participation as well as appreciation.

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Recreation, Arts, and Culture Opportunities

Bay View

The summer resort community of Bay View, organized as the Bay View Association, adjacent to the City, was established in 1875 by a group of Methodist ministers in collaboration with railroad and city officials. It is an entire community listed on the National Register of Historic Places and is also designated a National Historic Landmark. Cultural programming was developed in 1885 under the direction of John M. Hall and continues to benefit the broader community today. The Summer Assembly Program includes the Music Festival, activities of the Theatre Arts Department, Sunday Services of Worship and the popular Sunday Vesper Concerts bringing thousands to the John M. Hall Auditorium each season. The Bay View School of Music was the forerunner of the Music Festival, which brings students from many parts of the country.

Petoskey District Library

The Petoskey District Library was created in 2009, with the city limits as the district boundary. It then became a community-wide funded resource when Bear Creek and Resort Townships passed operating millages to join the district in 2012, and Little Traverse and Springvale Townships joined in 2016.

Library facilities are used for dozens of youth and adult programs, including movies, classes and tutoring, clubs, speakers, a travel series and performances. Free internet service and computers are also provided. The mission of the library is to nurture knowledge, drive discovery, and connect community. The facility provided 390 programs for children and 271 programs for adults, in addition to lending 175,363 items in 2019.²

Little Traverse History Museum

Located in the 125 year old City-owned former Chicago and West Michigan Railroad Depot on Petoskey's beautiful waterfront, the

museum is operated by the Little Traverse Regional Historical Society which has been in existence since 1965. The Society's mission is to enrich our community by preserving, showcasing, and sharing the history of the Little Traverse Bay area.

The museum includes exhibits on the many unique historical aspects of the Petoskey area, including the history and culture of the native Odawa people, importance of the rail to community development, industry past and present, downtown yesterday and today, the heyday of the Winter Carnival, and the Hemingway family connections. Through its staff and volunteers the museum also provides genealogic and building research, holds workshops and conducts events that showcase history such as local home tours.

Area Festivals

Downtown Petoskey and Bayfront Park are sites for many community festivals and events. Crooked Tree Arts Center sponsors the Charlotte Ross Lee Concerts in the Park throughout the summer, the Petoskey Regional Chamber of Commerce holds its annual art fair and weekly farmers market, and the Downtown Management Board sponsors numerous activities throughout downtown. The County Fairgrounds hosts the annual Charlevoix-Emmet County Fair and other public events and gatherings.

Public Schools of Petoskey and North Central Michigan College

The School District offers cultural programming to its students through its strong music and arts departments as well as community education programs for area residents.

North Central Michigan College offers an annual speakers series that brings speakers from around the world, as well as classes in many art forms and medium.

² <https://www.petoskeylibrary.org/wp-content/uploads/2013/03/PDL-Annual-2019.pdf>

COMMUNITY

Recreation, Arts, and Culture Opportunities

Arts and Culture Goals

- Lifelong arts and culture learning opportunities are provided for residents of all ages and incomes.
- Art in public places enriches the entire community.
- The Petoskey region is recognized as a destination for its cultural richness.

Strategies and Actions

- a) Assist in the dissemination of cultural event information through web-based community calendars.
- b) Promote use of existing parks and public facilities for cultural performances and events.
- c) Identify locations and funding for public art throughout the community.
- d) ~~Advocate for continued public school funding of art education.~~



Our environment is the foundation of all we value as a community. Our ability to be resilient to changing climatic and economic conditions relies on our high quality natural resources and ecological systems being maintained for current and future generations to enjoy. Clean air, fresh water, pristine landscapes, open space, forests, and local farms are identified in all community engagement efforts as critical to preserve.

Resource Use Reduction

A necessary component of environmental stewardship is responsible use of natural resources to ensure their availability for future generations. The first step is reducing consumption today. Whether it is transitioning to technologies that use less energy, implementing local renewable energy production to decrease use of fossil fuels, developing and promoting non-motorized transportation, or investing in recycling infrastructure, local government has the responsibility to play a leadership role in modeling responsible resource use through policies, programs, and actions.

Energy

Reduction of greenhouse gas emissions (GGE) is essential to slow the pace of climate change and requires a change in energy-use patterns. At the national level, transportation and electricity generation produce over half of emissions. It is because electricity production and use is such a large contributor of GGE that the City has established an electric utility goal of 100 percent community-wide renewable energy production by 2035. As of July 2020, the City's average energy portfolio through the Michigan Public Power Association (MPPA) included 20 percent renewable sources, which exceeds the 2019 established goal of 15 percent. The renewable energy sources include landfill gas, solar and wind power.

Reduction of GGE can begin at the household or business level through the installation of solar panels and net metering. A local example is North Central Michigan College that installed a demonstration solar project in 2019. At the municipal level, a City Hall rooftop panel installation will generate approximately 82,808 kWh annually, or 83 percent of the buildings electric needs, was installed in January, 2021. The City and local partners are also looking at possibilities for local renewable energy production, including a possible community solar project at the former landfill site between River Road and Howard Road. Early estimates indicate that this site could potentially generate between two and three megawatts of power. In partnership with other municipally-owned electric utilities, other sites may also be considered.

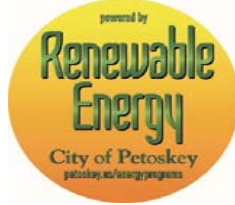
Due to economies of scale for energy production, we will need to balance the desire for local demonstration and production projects with the cost of purchasing renewables from utility-scale projects to ensure we reach our 2035 target of 100 percent renewables. A larger, regional approach to renewables production is the most cost effective and therefore the focus of MPPA. Longer-term, as renewable energy storage continues to improve, consideration for localized systems such as Community Micro-grids could be given.¹

It has been said that **the greenest kilowatt hour is the one that is never used**. Therefore, promotion and implementation of energy conservation is another area that City leadership can reduce energy costs and energy use. This has occurred with energy audits of municipal buildings using the Energy Star Portfolio Manager®, energy efficiency upgrades, retrofits of street-lighting as well as programs to make energy efficiency more affordable such as the Energy Smart program.

¹ <http://nyssmartgrid.com/microgrid/>

ENVIRONMENTAL STEWARDSHIP

The City has also promoted the Voluntary Green Pricing program that allows customers to purchase up to 100 percent of their consumption as renewable, which improves the viability of renewable sources by having a dedicated demand.



Additional efforts at assisting low-income residents to decrease their utility expenses could also be considered. According to the U.S. Energy Information Administration, the top three residential uses of energy in 2019 were space heating (15 percent), space cooling (16 percent), and water heating (12 percent). Unlike rural areas that rely predominately on propane for heating, Petoskey residents have access to more affordable natural gas. According to the Census, 80 percent of Petoskey homes use natural gas to heat their homes, which means likely natural gas is also used to heat water. Therefore, the City electric utility cannot impact that component of energy use.

There are efforts underway to encourage what is termed “beneficial electrification”, which refers to a process of switching fossil-fuel end-use equipment to electric equipment in a way that reduces overall carbon emissions, while providing benefits to the environment and to individuals.² The idea is that a residence or business that is powered with electricity would then be able to tie into a renewable energy system or grid, when available.

Transportation

As the transportation sector accounts for almost a third of GGE, installation of, or incentives for, electric vehicle charging stations are actions that would allow for lower transportation emissions.

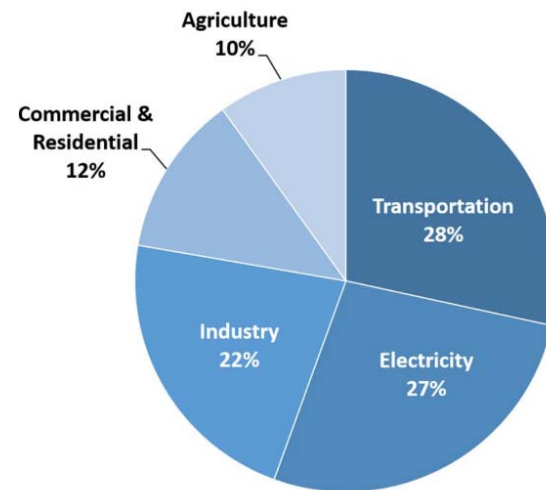
Our destination economy relies on the highway network and vehicle travel to bring people, goods, and services. Therefore, a system of

Resource Use Reduction

charging stations throughout the highway system is essential for local actions to be effective.

Reduction in vehicle miles traveled is possible when non-motorized transportation infrastructure options exist, which is further discussed in the Transportation and Mobility Options section of the document. Along with infrastructure comes policy—if we are serious about decreasing transportation emissions, the non-motorized facilities system needs to be actively promoted for transportation as well as recreation. Increasing the number of alternative fuel or electric vehicles in the municipal fleet, as well as reducing overall fuel consumption are further methods the City needs to consider to reduce carbon emissions.

Total U.S. Greenhouse Gas Emissions
by Economic Sector in 2018



U.S. Environmental Protection Agency (2020). Inventory of U.S. Greenhouse Gas Emissions and Sinks: 1990-2018

² Re-Amp report: *Equitable Beneficial Electrification (EBE) for Rural Electric Cooperatives: Electrifying Residential Space and Water Heating.*

ENVIRONMENTAL STEWARDSHIP

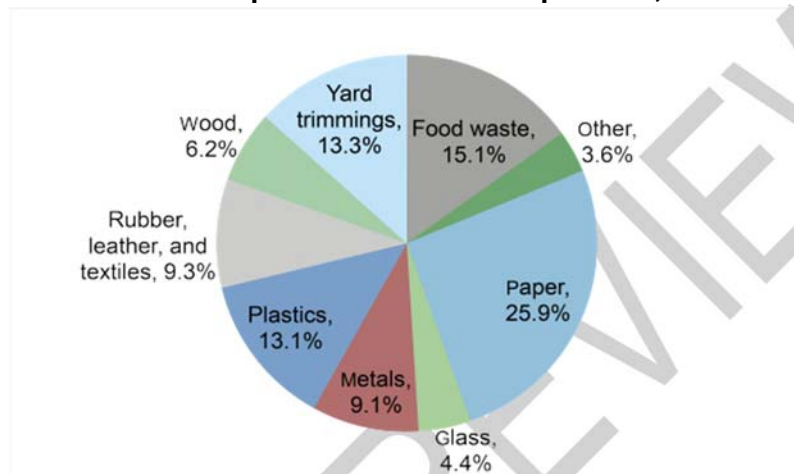
Resource Use Reduction

Waste Prevention

The manufacture, distribution, and use of products—as well as management of the resulting waste—all create greenhouse gas emissions. This is not news to us locally, as the Emmet County Department of Public Works (ECDPW) waste reduction programs have been a highly successful intergovernmental effort for decades. Their progress has had dramatic impacts locally on reducing waste through recycling, composting, and on-going education.³

All of the on-going efforts of local governments in partnership with ECDPW are necessary to continue the reduction of municipal solid waste. The City has participated in the resident curb-side recycling since 2004, and our yard-waste drop-off location provides materials for the ECDPW compost production.

U.S. Municipal Solid Waste Composition, 2015



Source: U.S. Environmental Protection Agency (EPA) (2018) Advancing Sustainable Materials Management: 2015 Fact Sheet.

³<https://www.emmetrecycling.org/wp-content/uploads/2019/07/The-Whole-Works-2018-web.pdf>

The following explanation by the USEPA is a good summary of how waste prevention and recycling are real ways to help mitigate climate change.

- **Reducing emissions from energy consumption.** Recycling saves energy, because making goods from recycled materials typically requires less energy than making goods from virgin materials. Waste prevention is even more effective as less energy is needed to extract, transport, and process raw materials. When energy demand decreases, fewer fossil fuels are burned and less carbon dioxide is emitted to the atmosphere.
- **Reducing emissions from incinerators.** Diverting certain materials from incinerators through waste prevention and recycling reduces greenhouse gas emissions to the atmosphere.
- **Reduce methane emissions from landfills.** Waste prevention and recycling (including composting) divert organic wastes from landfills, reducing the methane released when these materials decompose.
- **Increase storage of carbon in trees.** Forests take large amounts of carbon dioxide out of the atmosphere and store it in wood, in a process called carbon sequestration. Waste prevention and recycling of paper products can leave more trees standing in the forest, continuing to absorb carbon dioxide from the atmosphere.⁴

Water Conservation

As a coastal community, we understand that our water resources are critical to our quality of life and economy. With our abundance of water it can be difficult to appreciate the need to conserve; however, reducing consumption is an important component of

⁴ <https://archive.epa.gov/wastes/conserve/tools/payt/web/html/factfin.html>

ENVIRONMENTAL STEWARDSHIP

resource stewardship. This could include reducing the use of irrigation on public property, or water utility promotion of WaterSense products⁵ similar to the electric utility promotion of the Energy Smart program.

When reviewing drafts of the Sustainability Framework, the Planning Commission prioritized Environmental Stewardship as the basis of our community's quality of life and upon which all other master plan elements are derived. As we plan for the future, we must ensure that these interconnections are not over-looked. Thinking of our economy as circular instead of lineal is one way to address this challenge.

Resource Use Reduction Goals

- The community's natural resources are protected for current and future residents and visitors.
- A significant, measurable reduction in resource use is achieved through individual, business, organizational, and governmental commitment.

Strategies and Actions

- a) Conduct a community-wide greenhouse gas emissions inventory and set a target for reduction.
- b) Continue to benchmark municipal building energy use and invest in efficiency upgrades.
- c) Continue to upgrade the municipal vehicle fleet to include alternative fuel and electric vehicles.
- d) Track and set fuel reduction goals for the municipal vehicle fleet.
- e) Identify priority areas and needed infrastructure for installation of additional electric car charging stations community-wide.
- f) Continue to promote and fund the Energy Smart energy efficiency programs, with an emphasis on installing improvements for low income residents.

⁵<https://www.epa.gov/watersense>

Resource Use Reduction

- g) Promote and provide incentives for WaterSense products to reduce utility customer consumption and costs.
- h) Continue to reduce water use in public parks through the use of landscaping best management practices (BMPs).
- i) Continue to work with Emmet County Department of Public Works (ECDPW) to increase recycling and composting efforts through identified metrics, and increase awareness of the importance of recycling and reuse at the household, business, and community-wide levels to create a circular economy.
- j) Explore partnerships to provide free or low-cost energy audits.
- k) Work with ECDPW to educate residents on the use and benefits of Green Cones and backyard composting.
- l) Adopt a policy that ties economic development incentives to use of green technologies in new construction.
- m) Continue to promote and increase participation in the Voluntary Green Pricing program.
- n) Remove barriers and provide incentives for residential solar installations.

What is a circular economy?

"A circular economy describes an economic system that is based on business models which replace the 'end-of-life' concept with reducing, alternatively reusing, recycling and recovering materials in production/distribution and consumption processes, thus operating at the micro level (products, companies, consumers), meso level (eco-industrial parks) and macro level (city, region, nation and beyond), with the aim to accomplish sustainable development, which implies creating environmental quality, economic prosperity and social equity, to the benefit of current and future generations."

World Economic Forum whitepaper: Circular Economy in Cities
Evolving the model for a sustainable urban future

(http://www3.weforum.org/docs/White_paper_Circular_Economy_in_Cities_report_2018.pdf)

Additional resource: <https://www.scp-centre.org/wp->

ENVIRONMENTAL STEWARDSHIP

Climate Resilience and Natural Resource Management

Climate Resilience

A Climate Change Summit coordinated by the Tip of the Mitt Watershed Council in May of 2018 resulted in the “Resiliency Plan for Governments in the Little Traverse Bay Watershed: Local Climate Solutions.”¹ The document provides data and expected climate change impacts for our area, as well as suggested actions that local governments can take to improve community resilience.

The experts believe our impacts are likely to be seen in four areas:

1. Increased variability in temperatures, with a trend to higher temperatures;
2. Increased severity of storms resulting in flooding and erosion;
3. Changed coastal dynamics including rapid fluctuations in water levels and decreased ice cover; and
4. Impacted utility, transportation and recreation infrastructure.

The City has already experienced impacts of high water levels of Lake Michigan and severe storms. Shoreline erosion has required closing of non-motorized trails and relocation of utilities with costs to date approaching \$400,000 and rising. A straight-wind event with 70-90 mph winds on July 18, 2020 downed hundreds of mature trees, causing power outages and clean-up costs over \$100,000. Cost estimates to address shoreline erosion in a climate-resilient manner are over \$5M.² We therefore have no choice but to be proactive in preparing for future climate change impacts.



Erosion in Bayfront Park, September 2019



Little Traverse Wheelway Landslide, April 2020

Natural Resource Management

From the Resiliency Plan discussed above and recent experience, we know what climate change will likely mean for our area and we must employ methods to minimize those impacts. Our high quality

¹https://www.watershedcouncil.org/uploads/7/2/5/1/7251350/lfbay-climate_change_report-final-web_2.pdf

² Baird Shoreline Improvements Study, 2020

ENVIRONMENTAL STEWARDSHIP

natural resources are at risk, but if managed correctly, they are also our ally in reducing climate change impacts.

According to Section 502 of the Clean Water Act, green infrastructure is defined as "...the range of measures that use plant or soil systems, permeable pavement or other permeable surfaces or substrates, storm water harvest and reuse, or landscaping to store, infiltrate, or evapotranspire storm water and reduce flows to sewer systems or to surface waters."

Climate projections indicate our region will trend toward higher temperatures. The "urban heat island effect", in which average annual temperatures are 1.8-5.4°F higher in cities than surrounding suburban and rural areas, results in increased energy demand, air pollution, GHG emissions, and heat-related illness, as well as decreased water quality.³ The methods we have to address the urban heat island impact are improving our urban forest and decreasing impervious surfaces.

The urban forest tree canopy is a crucial ecological helper in combating the impacts of climate change. As noted at the kick-off meeting of the Livable Petoskey planning process, our urban trees provide numerous benefits including carbon sequestration, improved water and air quality,

What is the Urban Forest?

Systems of trees, other vegetation, and water within any urban area. They can be understood as dynamic green infrastructure that provides cities and municipalities with environmental, economic, and social benefits.

Source: Vibrant Cities & Urban Forests –A National Call to Action, 2011 Vibrant Cities Report

Climate Resilience and Natural Resource Management

increased property values, and improved mental health, temperature control, and wildlife habitat.⁴

While we have acknowledged the importance of the urban forest by becoming a Tree City USA, we have lost many mature trees in recent years that provide more ecological benefit by their large canopy than newly planted trees. According to the USDA, the recommended average tree canopy to decrease the heat-island effect is 40 percent.⁵ Therefore, increased investment in the urban forest, and efforts to improve public awareness of their responsibility to help maintain street trees is needed.

Projected increased intensity of storms creates the possibility for infrastructure failures as has been seen in other communities. Rapid runoff from impervious surfaces such as roads, parking lots and rooftops has more potential to create flooding and erosion, as well as carrying pollutants, pathogens, litter, and sediment to surface water. The resulting water contamination can lead to algae blooms, declining ecosystem health, beach closings, and no-swim advisories.

³ (U.S. Environmental Protection Agency (EPA) (2016) "Heat Island Effect."

⁴ http://www.livablepetoskey.org/downloads/urban_forest.pdf

⁵ (U.S. Department of Agriculture (USDA) (2010) Sustaining America's Urban Trees and Forests).

ENVIRONMENTAL STEWARDSHIP

To supplement our extensive gray infrastructure, green storm water infrastructure protects natural drainage patterns and mimics the natural hydrologic cycle. Examples that are currently being used such as rain gardens are discussed later in this document. Other methods including green roofs and living walls have also been shown to have ecological, economic and mental health benefits.⁶



Image sources: Livingroofs.org and Greenroofs.org

As noted, the urban forest includes vegetation other than trees. Our parklands, rights-of-way and private property are all part of the ecological system. To help the system thrive, its biodiversity must be considered. Planting native species and eradicating invasive species are two necessary components to maximize the ecological benefits of our urban forest for our residents and visitors.

We share our natural and built environment with the flora and fauna of the area. The Bear River Valley and our extensive park and open space system create wildlife corridors. Many residents are aware of the plight of the pollinators, as well as the difficulty in keeping unwanted

Climate Resilience and Natural Resource Management

garden visitors out. Balancing the enjoyment with the negative impacts of wildlife as the climate changes will become increasingly important.

Climate Resilience and Natural Resource Management Goals

- The municipal utility is powered by 100 percent renewable sources by 2035.
- Petoskey is a leader in use of green technologies for energy, infrastructure, and transportation.
- Petoskey is pro-active in designing infrastructure that is adaptable to climate change impacts.
- Residents are aware of the benefits of green infrastructure in lessening the negative impacts of climate change.
- The flora and fauna native to the area and ecologically beneficial are protected.
- The use of harmful herbicides and pesticides is reduced community wide.

Strategies and Actions

- a) Ensure safety of critical infrastructure in proximity to the shoreline and riverbank.
- b) Develop a green infrastructure and non-motorized infrastructure plan that identifies specific street improvements (Similar to Grand Rapids Vital Streets).
- c) Require native species and green infrastructure in site plan review approval criteria.
- d) Provide information on climate-adaptable native species.

ENVIRONMENTAL STEWARDSHIP

- e) Calculate the current city-wide tree canopy and establish a canopy goal.
- f) Balance the Petoskey “groomed” aesthetic with the use of native species and pollinator plants that have a more natural look on public lands.
- g) Encourage homeowners to use native species and pollinator plants in their landscape rather than turf grass.
- h) Create incentives for installation of green roofs.
- i) Continue to work with the Charlevoix, Antrim, Kalkaska, and Emmet Counties Cooperative Invasive Species Management Area (CAKE/CISMA) to educate residents about invasive species and find funding for eradication.
- j) Explore changes to lot coverage ratios to encourage a reduction in total impervious area rather than just calculating building footprint coverage.
- k) Increase required waterfront setbacks.
- l) Require a vegetative buffer to be added land-side of a hardened shoreline.
- m) Educate the public on the environmental benefits of trees so they are valued for their importance to climate resilience rather than something that blocks views of Little Traverse Bay.
- n) Increase tree planting in passive park land such as Veteran’s Park, Arlington Park, Washington Park, Quarry Park and Curtis Park.
- o) Explore the creation of a municipal tree nursery and greenhouses in collaboration with other organizations.
- p) Protect and enhance wildlife corridors, while managing wildlife numbers.
- q) Prioritize climate resilience and natural resource management in all municipal operations by creating a sustainability coordinator position, contingent on available funding.
- r) Participate annually in the Michigan Green Communities Challenge.
- s) Create a sustainability action task force to move resiliency and sustainability efforts identified in this master plan forward community wide.

Chapter 2 – Environmental Stewardship

Climate Resilience and Natural Resource Management

- t) Encourage environmentally friendly practices when using herbicides and pesticides on City property.
- u) Continue to explore best management practices for the use and application of winter street maintenance salt.
- v) Work with other organizations to increase public awareness of the negative impacts of harmful pesticides and herbicides and to decrease their use.

BUILT ENVIRONMENT

The City has an extensive infrastructure system that includes what is in the public rights-of-way as well as public parks and facilities. It is our infrastructure that is essential for community livability, although much of it is not visible to residents. To optimize our infrastructure, we must ensure it is adequately maintained while exploring methods to improve its resiliency.

Roadway Network

The City street grid, created over time as property was platted, serves as the framework for current community access and circulation. Within those rights-of-way are contained utility infrastructure, vehicular and non-motorized transportation facilities, and a large portion of our urban forest.

The City has thirty-three miles of public rights-of-way and four miles of state trunk-line (U.S. 31 and U.S. 131) that are dedicated for public utilities, mobility and property access. The majority of City street rights-of-way are 66 feet wide, which results in approximately 264 acres of land. Public streets throughout the community are classified through the Federal Highway Administration's National Functional Classification system as arterial, collector or local streets and illustrated in the figure below with specific street listings in the following table.

To ensure that the transportation network is safe and efficient, in 2013 the City adopted an Access Management Plan for the principal arterials U.S. 31 and M-119 in cooperation with the Michigan Department of Transportation, Emmet County Road Commission, Emmet County and Bear Creek Township. Implementation of the plan over the past several years has included realignment of intersections, elimination of driveways, installation of landscaped islands to reduce conflict points, a narrowing of Charlevoix Avenue, and a new traffic signal on West Mitchell Street at Ingalls Avenue to improve safety for pedestrians.¹ We

¹https://cms3.revize.com/revize/petoskeymi/document_center/PlanningZoning/Access%20Management%20Plan%20-%20Complete.pdf

Infrastructure Optimization

will continue to work with our partner organizations to ensure these principal arterials function efficiently, while allowing safe local access.

Functional Street Classification

Classification	Description
Principal Arterial	Roads that generally carry long distance, through-travel and provide access to important traffic generators, such as employment centers and shopping areas. These are important routes through the city and are also primary entrances or gateways from outlying areas (e.g., U.S. 31 and U.S. 131).
Minor Arterial	Streets whose primary function is to move traffic between principal arterials and local streets and between major parts of the city such as neighborhoods, employment and shopping. These provide important roadway links into the city and to major activity areas and are considered secondary gateways (e.g., East Mitchell Street, Emmet Street, Arlington Avenue, Atkins Street, Lewis Street and Sheridan Street).
Collectors	Streets that serve as a link between local streets and minor arterials (e.g., Howard Street, Kalamazoo Avenue, Waukazoo Avenue, Lockwood Avenue, Lake Street).
Local Streets	Streets that primarily access individual properties and homes (e.g. Morgan Street, Grove Street, Summit Street, Lockwood Avenue).

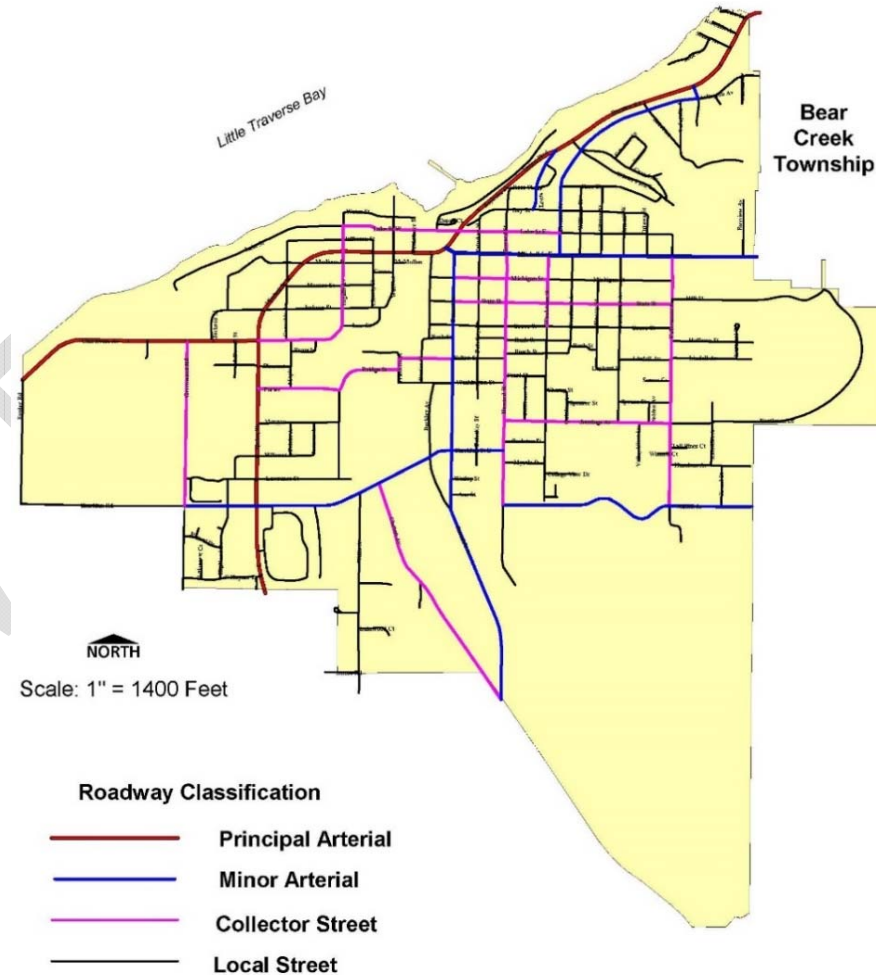
BUILT ENVIRONMENT

Infrastructure Optimization

City of Petoskey Roadway Classification System

Access Management (AM) is a set of techniques that State and local governments can use to control access to highways, major arterials, and other roadways. The benefits include improved movement of traffic and fewer vehicle conflicts.

Source: https://ops.fhwa.dot.gov/access_mgmt/



Utilities

BUILT ENVIRONMENT

The City serves as the provider of electric, water, and sanitary sewer utilities, and manages storm water to minimize risks to private property and protect surface water quality. Natural gas is provided by DTE Energy, and telecommunications are provided by numerous private carriers. The roll-out of 5G communications infrastructure is in the exploratory phase, with the Small Wireless Communications Facilities Deployment Act (PA 365 of 2018) restricting local control of facility locations. As part of the 425 Agreement with Resort Township, the City provides water and sewer service to Bay Harbor.

Electric System

The City is an electric provider through the Michigan Public Power Agency (MPPA), a consortium of 22 of the State's 41 cities and villages that own and operate electric utilities. The City owns two substations, approximately 75 miles of a complete distribution system, and 800 street lights. The Environmental Stewardship chapter of the plan provides information on how the City is reducing energy demand, while increasing its use and promotion of alternative energy sources.

For many years the City has been working to underground the electric distribution system, with 70 percent completed in 2019. In addition to the aesthetic benefits of removing poles and wires, this is an important investment in system reliability to decrease outages during wind and ice storms. The July 18, 2020 storm event that downed hundreds of trees did not result in power outages where the distribution system was underground. In addition, the absence of overhead wires benefits our street tree canopy, improving resiliency of our more than 4,000 street trees. The importance of a healthy urban forest to community sustainability is detailed further in the Environmental Stewardship chapter.

Infrastructure Optimization

Emmet Street before and after electric lines buried



Water System

The importance of a high-quality municipal water system has become increasingly evident in Michigan communities large and small.



The City owns and operates seven drinking-water-production wells that range in depths from 260 to 560 feet, each with a pumping capacity of approximately 1,000 gallons per minute. Three reservoirs store a total of 1,700,000 gallons of water. Municipal water systems are regulated through the Department of Environment, Great Lakes and

BUILT ENVIRONMENT

Energy (EGLE), which did an assessment of our water sources in 2015. The assessment found that the City's wells have a low to moderate susceptibility to contamination (on a seven-tiered scale from "very-low" to "very-high") based on geologic sensitivity, well construction, water chemistry and contamination sources. There are no significant sources of contamination in the City's water supply, and we are making efforts to protect all of our water sources by monitoring and testing at well houses on a regular basis. More details can be found in the 2019 Water Quality Report.²

The Department of Public Works maintains approximately 80 miles of water-transmission and water-distribution pipelines and in 2019, 618 million gallons of water were produced and 464 million gallons of wastewater were treated from a network of approximately 50 miles of collection pipes and 24 lift-pump stations.



Sanitary Sewer System

In 2018 the City's certified secondary-stage reclamation plant went through a \$4 million upgrade for operational and energy efficiency improvements including new LED lighting, use of methane from the digester to fuel the boilers, motion detectors in the administration building, high efficiency control valves on the blowers, upgraded dissolved oxygen probes, plumbing upgrades, new roof and insulation, new HVAC, new domes on the tanks to reduce use of chemicals, and new windows and doors.

The plant has a 2.5 million gallon daily capacity with treated wastewater discharged into Lake Michigan, and treated, stabilized bio-solids are land applied on area farm fields as fertilizer rather than taken to a landfill—a reuse of waste that improves the community's sustainability.

2

<https://cms3.revize.com/revize/petoskeymi/Public%20Works/CCR%20Report%20s/2019%20-%202003-09-20.pdf>

Chapter 3 – Built Environment

Infrastructure Optimization

Wastewater Treatment Plant before addition of tank domes



Wastewater Treatment Plant after addition of tank domes



Storm Sewer System

The City's storm water system is crucial to ensuring water quality in the Bear River and Little Traverse Bay, and has an increased challenge given the City's topography and resulting high velocity of run-off as it reaches the bay. The City maintains approximately 150,000 lineal feet of storm sewer pipes. The system includes approximately 1,800 catch basins with sumps that trap debris and sediment entering the system before

BUILT ENVIRONMENT

discharging into Lake Michigan and the Bear River via 25 outfalls. The basins are cleaned out on a two-year rotating basis. The three City retention/detention structures are maintained and the street sweeper cleans sediment from roadway gutter pans on a regular basis. Since 2008, the amount of road salt has been reduced by 50% to protect water quality without negatively impacting winter driving safety.

The City's 2018 Storm-water Master Plan provides specific recommendations for areas to address, including existing pipe replacements and structural best management practices (BMPs). For several years the City has installed additional infrastructure to improve water quality



Storm sewer outfall dissipater

before it reaches the surface waters of the Bear River and Little Traverse Bay. The Bear River Valley Recreation Area construction included storm water outfall dissipaters, clarifying basins, and manhole structures with sumps that allow solids to drop out and are then vacuumed out of the system.

Recent infrastructure projects, including the Downtown Greenway Corridor and the Kalamazoo Avenue reconstruction project, have incorporated rain gardens with over-flow systems to help slow and filter the storm water. Continued evaluation of infrastructure projects for inclusion of BMPs will be needed to help with increased intensity rain events that are anticipated due to warming summer temperatures.

As storm-water collects on private as well as public impervious surfaces, it is important that ordinances are reviewed and updated to ensure that BMPs are included in site plans. Efforts to encourage home-owners and businesses to do their part to keep water on their property, such as the Tip of The Mitt Watershed Council "Project Raingarden," are also needed and beneficial.

Chapter 3 – Built Environment

Infrastructure Optimization



Downtown Greenway Corridor Rain Garden

What is a Rain Garden?

On the surface, a rain garden looks like a regular garden. However, a rain garden provides a unique function. It may support habitat for birds and butterflies, it may be a formal landscape amenity, or it may be incorporated into a larger garden as a border or as an entry feature. What makes it a rain garden is how it gets its water and what happens to that water once it arrives in the garden. Rain gardens are depressions in the ground that collect rain water from roofs, driveways, parking areas, or other hard surfaces, thus reducing the amount of polluted run-off that enters water bodies.

Source: *Tip of the Mitt Watershed Council Rain Garden Brochure* (https://www.watershedcouncil.org/uploads/7/2/5/1/7251350/rain_garden_brochure-v7final_20.pdf)

Sustainable development requires public infrastructure. As we plan for the future, we should consider those areas both within and outside the City limits where private water wells could face issues as they age.

BUILT ENVIRONMENT

City Facilities

City Hall and Fire Station

The City Hall and Fire Station Complex were adaptive reuses of the former hydro-electric power plant remodeled in 1990. City Hall houses the finance, parks and recreation, public works, public safety, planning and zoning and overall administrative offices. It also houses the City Council Chambers and community meeting rooms.



Public Works Facility

The existing Public Works facility houses all public works vehicles and the offices of the public works supervisors of the streets, electric, and water divisions. Due to space constraints and needed efficiency improvements, the City is looking to renovate or possibly relocate portions of the operation in the near future.

Parks and Recreation Facilities

Twenty-four park sites, some on properties that are owned by other governmental units, are maintained by the Department of Parks and Recreation and comprise 1,200 acres. The facilities are further detailed in the Recreational Opportunities section of the plan.

Parking Lots

The City owns seven parking lots in the Downtown that are managed by staff of the Downtown Management Board. The municipal parking system takes the place of on-site parking, increasing density and viability of the pedestrian-oriented district. Many of the lots are located where former hotels once stood and to honor our hospitality history have been named after them.

Infrastructure Optimization

Little Traverse History Museum

Located in the 125 year old City-owned former Chicago and West Michigan Railroad Depot, the museum is operated by the Little Traverse Regional Historical Society, which has been in existence since 1965. Additional details on the museum are provided in the Community chapter of the plan.



Petoskey District Library

The library facilities began with the Carnegie Building, constructed in 1908 and dedicated in 1909. The building was designed by the Grand Rapids firm of Williamson & Crow, Architects. Then in 1989, the City of Petoskey purchased the former Michigan Bell Telephone Company building across Mitchell

Street from the Carnegie Library, and it was renovated into the current facility and opened in November of 2004.

Additional information on library services is provided in the Community chapter of the plan.

Infrastructure Optimization Goals

- High quality community infrastructure and facilities provide services to City residents, customers and visitors in a reliable, efficient, environmentally-sound, and cost-effective manner.
- Costs for new public infrastructure, facilities, and services are distributed equitably.

BUILT ENVIRONMENT

- Community-wide energy efficiency and water use reduction is practiced and green technologies are used to the greatest extent possible.

Strategies and Actions

- a) Ensure the annual update of the Capital Improvement Plan effectively plans for facility improvements, manages debt capacity for large projects, and considers on-going maintenance costs as well as initial capital outlay for new infrastructure.
- b) Identify funding sources and budget for anticipated climate change impacts on infrastructure (e.g., marina, waterfront, trail system).
- c) Incorporate sustainability and resiliency measures into the Capital Improvement Plan.
- d) Ensure infrastructure projects are equitably distributed across the community.
- e) Implement the 2018 Storm-water Management Plan and update the City Storm Water Ordinance to ensure BMPs are incorporated in public infrastructure and private site plans.
- f) Continue to work with the Little Traverse Bay Watershed Protection Project Advisory Committee and Tip of the Mitt Watershed Council to implement the Little Traverse Bay Watershed Protection Plan.
- g) Continue to seek intergovernmental agreements with adjoining communities to provide the most efficient, safe and cost-effective delivery of public infrastructure and services.
- h) Work with the Michigan Public Power Association (MPPA) to reach the community target of 100% renewable energy use by 2035.
- i) Continue to explore community renewable energy projects, such as the solar array on the former landfill site and solar panels on City buildings.
- j) Continue to install state-of-the-art drinking and waste-water infrastructure.

Infrastructure Optimization

BUILT ENVIRONMENT

Petoskey's built environment has been shaped by our high quality natural resources and geography. We are fortunate to be a coastal community and are committed to a built environment that supports a healthy natural environment, provides equitable access, and enhances our unique community character.

Transportation is the act of moving goods or people. Mobility is the ability to freely move or be moved. Transportation is something you do and mobility is something you have.

Forum for the Future

Mobility is access. Mobility is having transportation options that you can count on to get you where you need to go.

Mobility Lab, a program of Arlington County, VA

Our built environment encompasses mobility, land use, and infrastructure systems. How these systems are designed to interact defines our sense of place. To ensure transportation and mobility options, we need balanced use of our public rights-of-way for non-motorized and motorized transportation.

The use of our street rights-of-way for transportation has historically been predominantly a focus on vehicle movement: how many and how fast. Efficiency for the vehicle continues to be the driver for most

projects; however, the City has been actively increasing non-motorized transportation infrastructure such as sidewalks and trails for the past two decades, and adopted a Non-Motorized Facilities Plan in 2015 that establishes priorities for sidewalk construction (see Appendix D).

New technologies have changed the discussion from a focus on transportation to a broader concept of mobility. When it is working well, our infrastructure provides transportation options, or mobility. In addition, when designed to provide mobility to different users, the infrastructure enhances our neighborhoods, institutions, and businesses.

Transportation and Mobility Options

A livable community puts emphasis on place versus space. Our neighborhoods are places we care about, but spaces to pass through for motorists. This is why street design that incorporates traffic calming is important for livability and safety—**people walk and bike when they feel safe doing so**. The speed limit of all City streets is 25 mph, although drivers go the speed at which they feel comfortable. How vehicle speed relates to pedestrian (and bicyclist) safety is illustrated in the following graphic.

**Pedestrian Fatality Rates
in Relation to Traffic Speed**

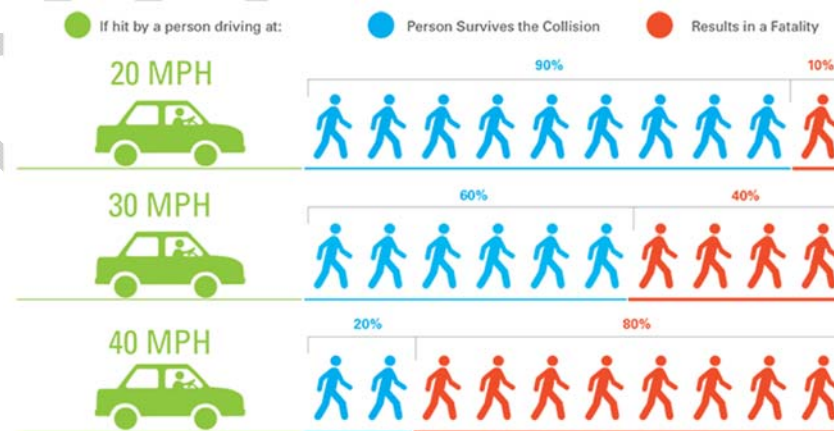


Image source: US Department of Transportation, Literature Reviewed On Vehicle Travel Speeds and Pedestrian Injuries. March 2000.

Image credit: San Francisco MTA Vision Zero Action Plan, February 2015

As the regional service center, vehicle traffic is essential for the movement of goods and services, and access to jobs and schools. Our topography makes traffic calming more challenging, but no less important. If neighborhood livability is a priority, street design must balance vehicle passage through the community with traffic calming to enhance overall mobility.

BUILT ENVIRONMENT

The City has implemented many traffic calming techniques during roadway reconstruction projects but there remain opportunities that could be considered. Appendix E provides examples of traffic calming methods already used, as well as those that could be considered on either a temporary or permanent basis.

The City's Non-Motorized Facilities Plan was created in 2015 and helps the community achieve all three components of sustainability in the area of mobility:

Environment—Transportation is responsible for one third of all U.S. greenhouse gas emissions. So converting short driving journeys to walking or biking journeys reduces this impact.

Equity—Walking is the cheapest form of transportation. Sidewalks and trails allow mobility for all ages, incomes and abilities, with low-income families more reliant on walking for essential journeys than other income brackets.

Economy—The average household cost to own and operate one vehicle is \$9,282 per year¹. Walkable neighborhoods allow families to own fewer cars and save money. Walkable neighborhoods are also in demand, which increases the value of real estate, and bicycle-oriented tourism in our community is increasing. Finally, a community that enables an active lifestyle by creating non-motorized infrastructure helps its residents to meet public health recommendations for physical activity that decrease impacts and costs of chronic diseases.²

We have come a long way on sidewalk and non-motorized trail construction, meeting the Non-Motorized Facilities Plan goal of constructing ¼ mile of sidewalk each year over the past five years

¹ U.S Department of Transportation Bureau of Transportation Statistics. Figure is 2019 estimate based on 15,000 miles travelled per year.

² https://www.cdc.gov/healthyplaces/transportation/promote_strategy.htm

³ Source: Downtown office; costs can be as much as 50 percent higher.

Transportation and Mobility Options

(including trails and conversion of sidewalk to trail on West Lake Street). Community-wide we have a Walkscore® of 81 (very walkable).

Winter sidewalk maintenance is a challenge, but has received increased attention with our focus on community walkability. The City currently spends \$63,000 annually out of the right-of-way millage for sidewalk snow removal. It takes four snow blowers an average of 8-12 hours to clear the 44 miles of sidewalk and 1.7 miles of the Little Traverse Wheelway, with large snowfalls requiring closer to 24 hours. The challenge of ice is one that is difficult to address without application of de-icing chemicals, which is not environmentally friendly. Salt is used downtown, yet there is a discussion of installing a snowmelt system as an alternative. In an average year, the Downtown Management Board spends \$34,000 on sidewalk snow removal, with approximately 20 percent of the cost on salt purchases.³ An estimate of the installation cost of one block-face of snowmelt is \$160,000, which does not include the annual energy costs to run the system.

The next phase in implementation of the Non-Motorized Facilities Plan would be increased attention to the on-street bicycle networks as our Bike Score through Walkscore® is only 58 (Bike-able, some bike infrastructure). Petoskey's terrain presents challenges, but again, other than our trail systems, many do not feel safe bicycling on the street. It has been shown in many communities that bicycling risk can be significantly reduced through improved infrastructure and a greater number of bicycles on the road, while imposing minimal risk to other road users and providing significant health benefits.⁴ Bike routes, bike parking, and protected bike lanes all work to increase the use of bikes for transportation.

⁴ John Pucher and Lewis Dijkstra, "Making Walking and Cycling Safer: Lessons from Europe," *Transportation Quarterly*, Vol. 54, No. 3, Summer 2000; Litman, T. Victoria Transport Policy Institute (November 2004), "Whose Roads? Defining Bicyclists' and Pedestrians' Right to Use Public Roadways"

BUILT ENVIRONMENT

Census data on commute times and distance between home and work seem to indicate that increasing the number of residents that walk or bike to work could be an attainable goal. Smart Commute Emmet was started in 2010 as a week to promote and incentivize alternative commuting methods that has resulted in limited long-term impact.

CITY OF PETOSKEY CENSUS DATA	
Average resident commute time	11 minutes
Percent of residents that walked to work	15%
Percent of residents that worked in the City	73%
Percent of workers with commute time 10 min or less	46%
Percent worked from home	9.2%
Source: Census Bureau ACS 2017 five-year estimates	

Further efforts at increasing awareness of the benefits of non-vehicle trips through an on-going campaign could also be beneficial, particularly working with the schools—generators of periodic concentrated traffic (morning and afternoon).

A well-functioning public transit system or app-based ride-sharing system accomplishes the same mobility benefits. City demographics—both on income levels and age distribution—indicate there will be an increasing need for mobility by methods other than personal vehicles. According to a recent study from the American Automobile Association (AAA), while healthier

**You aren't only
IN traffic,
you ARE traffic!**

Transportation and Mobility Options

and living longer than ever before, senior citizens are outliving their ability to drive safely by an average of 7 to 10 years. The Friendship Center offers mobility to seniors and EMGO Ride **was** a good initial attempt at improving mobility county-wide, however, needs for a more robust system have been demonstrated.⁵ Bus transportation state-wide and to the larger region is provided by Indian Trails, which provides two bus routes that pass through the Petoskey Area: the St. Ignace to Grand Rapids route and the Detroit to St. Ignace route.

Mobility platforms such as electric bikes and scooters, ride-share and car-share programs, while not prevalent in northern Michigan currently, must be considered in future streetscape and parking lot designs.

Given all the work the community has put into studying how to improve its transportation and mobility system, the following goals, objectives, strategies and actions have been developed.

Transportation and Mobility Options Goals

- An overall transportation system is provided that enhances the community's social, economic and natural capital, and promotes public health and energy conservation.
- A network of arterial and collector streets provide safe and efficient access to regional highways for local, commuter and visitor mobility.
- Local streets provide safe and efficient neighborhood mobility for all users all year around.
- Sidewalks are installed in priority areas as identified in the Non-Motorized Facilities Plan.
- The City and neighboring communities work to improve regional transportation and mobility systems including air, road, trail, and rail components.

⁵ Link to FEET surveys and studies
Chapter 3 – Built Environment

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- Roadway extensions and connections are considered when they improve mobility and safety.
- The needs of all users are considered in roadway design (surfaces, intersections, and separation) and public space amenities (i.e., bike racks, bike lockers, public showers).
- Sufficient right-of-way is preserved to allow for needed street updates and improvements.
- The regional transit system is improved.
- Intersection traffic controls are installed when safety and access to major arterials can be improved.
- The Clarion Avenue Transload Facility is preserved for active freight and possible passenger rail service.
- Use of rail corridors for non-motorized transportation is maximized.
- The Emmet County Local Roads Group continues to evaluate circulation improvements.
- Roadway maintenance and construction utilize best management practices to minimize potential adverse environmental impacts.

Strategies and Actions

- a) Continually update the Capital Improvement Plan (CIP) to maintain roadway pavement standards based on functional classifications. Evaluate the program with respect to necessary programming and budget on a regular basis.
- b) Continue to work toward an enhanced EMGO Ride.
- c) Implement green infrastructure/storm water BMPs in right-of-way projects where practical and cost effective.
- d) Develop an incentive program to promote use of remote parking and use of non-motorized facilities to decrease downtown parking demand.
- e) Continue to explore regional funding for the Howard Street and Standish Avenue connection to improve circulation.
- f) Continue to support a ferry connecting communities on Little Traverse Bay for commuters and visitors.

⁶ Bike the Drive events are held in many cities including Chicago (www.bikethedrive.org), and Madison, WI (“ride the drive”).

Transportation and Mobility Options

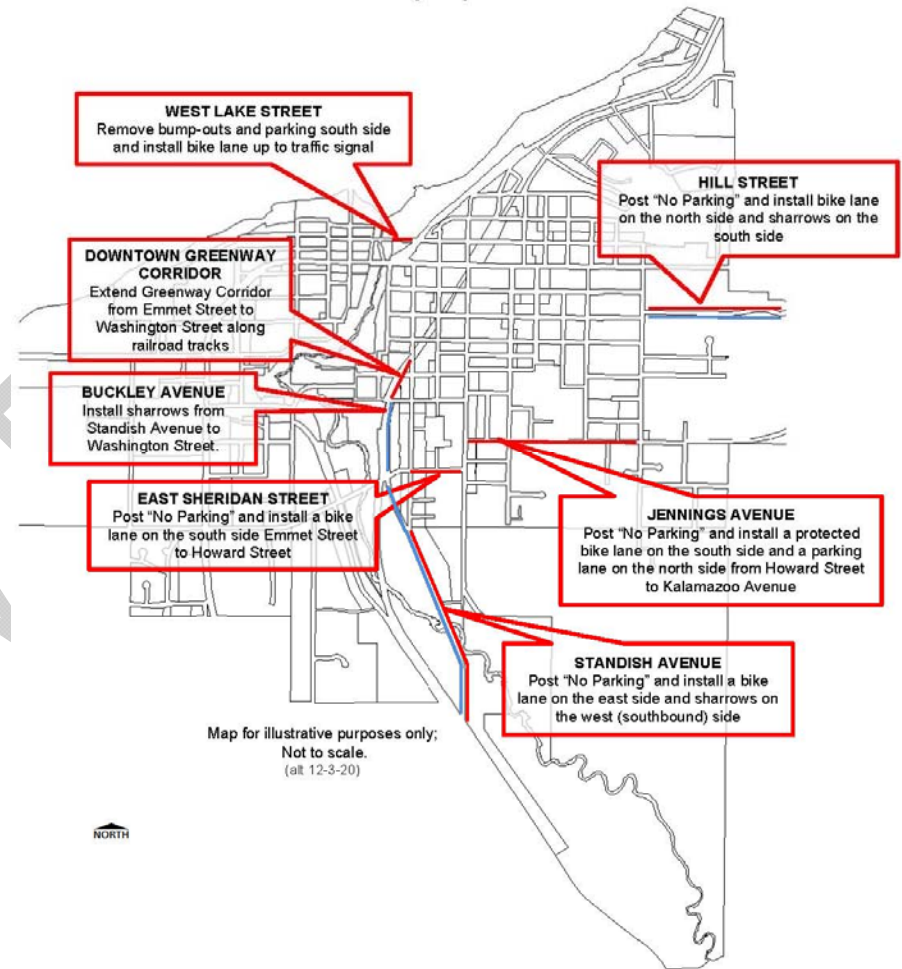
- g) Work with area organizations, schools and businesses to continue and expand Smart Commute Emmet from a week-long event to an all-year promotion.
- h) Install bike racks community wide.
- i) Work with schools and parent-teacher organizations to decrease school traffic.
- j) Acknowledge and support e-bikes, scooters and other similar technologies.
- k) Designate locations for bus and/or autonomous vehicle drop-off.
- l) Implement neighborhood traffic calming measures.
- m) Encourage and promote car-sharing as an environmental and economic benefit to the community.
- n) Identify a new passenger rail depot location near Curtis Field.
- o) Complete the following non-motorized facility improvements:
 - Construct or reconstruct approximately ¼ mile of new sidewalk each year.
 - Extension of Downtown Greenway Corridor to Washington Street in the short term and farther south in the longer term.
 - Continue funding the construction, replacement and maintenance of the trail system.
 - Continue to improve winter sidewalk snow removal.
 - Increased sidewalk width where needed to protect pedestrians.
 - Address ADA compliance in all infrastructure projects.
 - Promote the existing network of non-motorized facilities as a transportation method in addition to a recreational activity through wayfinding, maps and websites.
 - Create a bike riding-centered event such as a “Bike the Drive”⁶ to promote identified bike routes.
 - Advocate for a regional trail authority to manage, maintain, promote and expand the trail system.

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- Educate the public on the rights and responsibilities of pedestrians, bikers and drivers.
- Increase the width of older sections of the Little Traverse Wheelway to the current 10-foot AASHTO standard.
- Work with neighboring jurisdictions and non-profit organizations for development of a regional on-road biking system.
- Explore a bike/scooter share program.
- Continue to regulate e-bikes, etc. to ensure compatibility with non-motorized users.
- Repair the existing trail segment and/or construct an alternative to the Resort Bluffs section of the Little Traverse Wheelway in the U.S. 31 right-of-way.
- Develop an on-street bike network that incorporates the improvements in the following illustration:

Transportation and Mobility Options

**Recommended Short-Term
On-street Bike Facility Improvements**



BUILT ENVIRONMENT

During the master plan process, we have heard from area residents regarding what they value and are concerned about today and into the future. Residents value the small town character, parks and open spaces, compactness, and our historic downtown. They are also concerned about the lack of housing, our aging population, climate change and how to protect our community character. Reaching a balance between stated values and community needs is necessary to ensure neighborhoods for all.

A neighborhood is an area where people live and interact with one another, but often have indistinct geographical boundaries. As a small town, Petoskey residents don't identify strongly with neighborhoods, rather they identify with near-by parks, natural features, or schools. While neighborhoods are typically associated with residential areas, downtown is considered the community's neighborhood or gathering place and has for many years had redevelopment and strategic plans created. The long term strategy in these plans of increasing upper story residential units has been occurring, with now over 100 residential units within the Downtown Development Authority boundary. There have been efforts to do additional neighborhood level planning in recent years, specifically with the creation of the Old Town Emmet Neighborhood plan, but no formal neighborhood associations have been created.

Originally platted residential lot sizes were 50 feet by 145 or 150 feet, while newer plats increased lot sizes in the single family districts to accommodate ranch-style attached garages. We currently have three (3) single family zoning districts that have minimum lot sizes between 6,000 square feet (minimum width of 50 feet) and 8,400 square feet (minimum width of 70 square feet). Residential areas are spread throughout the City, with varying neighborhood characteristics. Some neighborhoods have a mix of single-family homes, houses converted into multiple units and multiple family structures, while others are more

Neighborhoods for All

predominantly single-family dwellings. The neighborhoods adjacent to the major job and activity centers (i.e., the hospital and downtown) have historically been a mix of single family and converted single family structures. There were also historically many rooming or boarding houses located in the areas adjacent to downtown and the railroad station, some of which continue as single room occupancy (SRO) structures or have been converted to apartments.

There are also neighborhoods that have carriage houses or accessory dwelling units (ADUs) that were seasonally used historically, but have become year-round housing stock. Our zoning ordinance does not currently allow for ADUs; however, this is a housing type that has been discussed nationally, regionally and locally as a tool to create new housing opportunities. They are considered an efficient use of existing infrastructure, and can help homeowners "age in place" by accommodating multi-generational households or caregivers. However, there are concerns about impacts on neighbors and use as short-term rentals.

Multiple family developments within the City are varied as well, with some supplying necessary affordable housing and others providing up-scale condominiums. Higher density housing such as multiple family complexes in neighborhoods with close proximity to commercial areas, or units above existing single-use commercial buildings in strip centers should be encouraged to decrease automobile dependence, and support neighborhood commercial areas.

BUILT ENVIRONMENT

Neighborhoods for All

Large Apartment Complexes in the Petoskey Area

NAME	# OF UNITS	SUBSIDIZED	AGE RESTRICTED
Lafayette Park Apts.*	72	NO	NO
Traverse Woods Apts.*	120	YES	NO
Harbor Village Family Apts.*	52	YES	NO
Harbor Village Senior Apts.*	44	YES	YES
Riverview Terrace*	70	YES	YES
Bear Creek Meadows	240	NO	NO
Glen Haven Apts.	46	NO	NO
Pinecrest Apts.	27	NO	NO
Hillside Club Apts.	160	YES (121)	NO
Maple Village Apts.	97	YES	NO
Petoskey Park Apts.	32	NO	NO
Independence Village	119	NO	YES
Sunnybank	44	NO	YES

*Located in the City of Petoskey

Who are the people in our neighborhoods?

Petoskey's year-round population has not changed dramatically for several decades, hovering around 6,000 – even in 1919 when the winter population was reported at 6,000 and summer population at 12,000.¹

	2010 Census Population	Population Estimate*
CITY OF PETOSKEY	5,670	5,696
EMMET COUNTY	31,437	32,978

* Census Bureau 2013-2017 ACS estimates.

The racial composition of Petoskey residents has also stayed consistent and estimated to be 95.3 percent white, 4.7 percent American Indian and Alaska Native, 2.1 percent black or African American, 1.0 percent Asian, 0.2 percent Native Hawaiian/Other Pacific Islander, and 0.4 percent as Other.

City population numbers include residents of Bay Harbor, who are largely seasonal, with an estimated 200 registered voters. The trends experienced between the 2000 and 2010 Censuses related to age brackets appear to be continuing. The 55-64 age group, which increased from 7.5 percent of the City's population in 2000 to 13.6 percent in 2010 is now estimated to be 18 percent, while the over-65 population is 19 percent of the population.

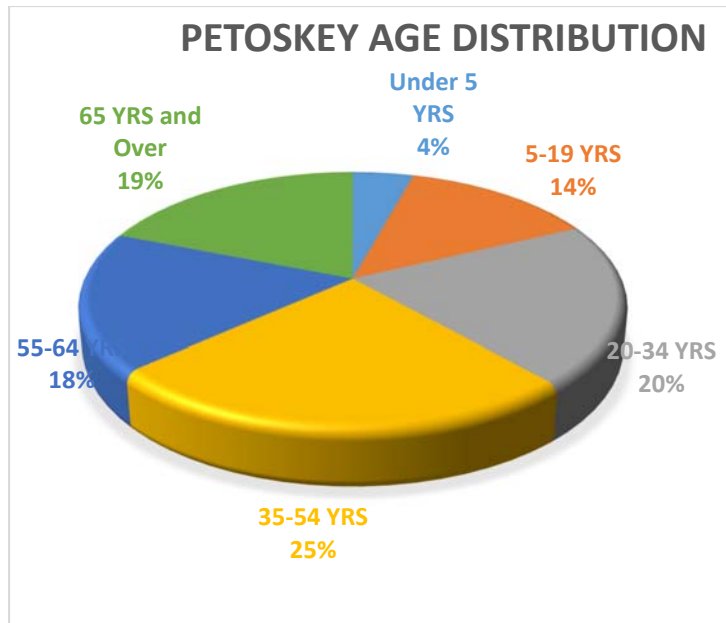
The aging population is a well-documented state trend, but our region is aging more quickly than other parts of the state, which has implications for housing, transportation and public services. This "Experienced Class"² brings a wealth of expertise to the community as well, and it has been shown that the over-50 age group is a creator of businesses. Partially due to age discrimination in the workplace, the lack of traditional job opportunities, paired with money to invest, has meant more workers striking out on their own as "Olderpreneurs"³. Tapping into this growing segment will help the community thrive during uncertain economic times.

¹ Sanborn Map for Petoskey, October 1919.

²AARP "Where We Live, Communities for All Ages, 2018 Edition.

³ Lindsey Cook, "Over-50s are the new business start-up generation", Financial Times Limited, February 16, 2017.

BUILT ENVIRONMENT



There is concern that the largest decrease since 2010 was in the 5-19 school age group, with this school-age population estimated to have decreased by 241 in the City population alone. County-wide, the school-age population decreased by 581. With an overall median age of 47 years, up from 39.8 in 2010, female residents continue to outnumber male residents (52 percent versus 48 percent). This decrease in school age children and young adults is a serious challenge for our area, as we need families with young children to populate our schools, and young adults to fill those positions that retirees have left.

Another trend that impacts community resilience is the percent of households that fall into the working poor category, also identified by United Way as ALICE (asset limited, income constrained and

Neighborhoods for All

employed). The most recent estimate puts the ALICE population of the City at 45% while the current estimate of population below the poverty limit is 10%. The United Way estimated annual survival budget for a single person in 2019 was \$21,132 (hourly wage of \$10.57), while for a family of four was \$62,856 (\$31.43).⁴ Without an economic safety net, this vulnerable population that fills our “essential worker” positions is most at risk of housing insecurity and possible homelessness.

According to the 2018 Northwest Michigan Coalition to End Homelessness Annual Report, there were 243 “Literal” homeless persons in Emmet County, which included those in emergency shelters, transitional housing or on the streets. Not included in that number are individuals who have stayed with family or friends due to a housing crisis. Of the Emmet County homeless numbers, 44% stayed at The Nehemiah House in Petoskey. Continued attention needs to be paid to housing availability. It is a regional issue that will take the participation of all levels of government and the private sector to address.

In general, the social equity of a community that is dramatically out of balance is not sustainable. How the COVID-19 crisis will impact income and healthcare inequality nationally is yet to be seen. In Michigan, local governments do not have the ability to set a “living minimum wage”, so finding ways to reduce living expenses is the only method of improving livability for our vulnerable population. Whether by reducing energy bills and emissions through energy efficiency programs, building sustainable infrastructure that creates local jobs, or expanding transit access to jobs, targeted investments that can make our community more equitable, economically and environmentally resilient will continue to be needed.

⁴ United Way Michigan ALICE Report, 2019; 2013-2017 ACS estimate of population below the poverty line.

BUILT ENVIRONMENT

Projections of future population are impacted by birth rates, death rates and migration. Based on estimates from the State of Michigan Department of Technology, Management and Budget Bureau of Labor Market Information and Strategic Initiatives, our current trends at the county level of birth rates declining and death rates increasing will rely on in-migration to maintain or increase population.⁵ The 2045 Emmet County population projections indicate a stable population based on current trends (34,344 in 2045 versus 33,476 in 2020), so while there are not projections at the City level, the same would likely hold true.

It is possible, however, that our abundant water resources and limited experience with natural disasters would make us a destination for “climate change refugees”. We have also recently experienced a great experiment in remote working that could change how people work and where they choose to live. What those two possibilities could mean for the City’s population and economic vitality need to be considered when planning for future.

	Petoskey	Michigan
Population	5,696	9,925,568
Median Household Income	\$37,639	\$52,668
Percent of Families Below Poverty Level		
All Families	6.1%	10.9%
Female Headed Household, no husband present with children under 18 years of age	23%	42.5%
Median Age	44.7	39.6
Percent Owner-Occupied Housing Units	55%	71%
Average Household Size	2.0	2.57
Percent Renter-Occupied Housing Units	45%	29%
Average Household Size	1.6	2.30

Source: Census Bureau ACS 2013-2017 Five Year Estimates

5

https://milmi.org/Portals/198/publications/Population_Projections_2045.pdf?ver=2019-09-09-122247-547

Chapter 3 – Built Environment

Neighborhoods for All

Housing Supply and Demand

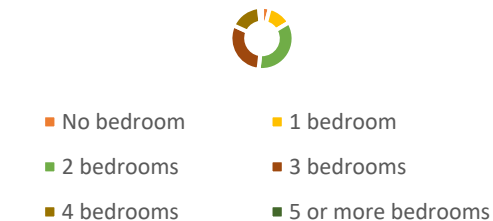
Changing demographics and housing preferences have created a mismatch between the housing we have and what is needed. According to the Census, while 38 percent of owner-occupied households and 53 percent of renter households are headed by single individuals, only 16 percent of units are studios or one bedroom. In addition, our housing stock is aging, with 42 percent of residential units built before 1970.

The ability to maintain the neighborhoods we value will require us to pro-actively address these lifestyle preferences by allowing for a mix of housing units.

"Stable, affordable housing serves as the first vaccine in a series to ensuring healthy people and communities. You need good education, public safety, and decent jobs as well, but if you don't start with housing first, none of those interventions will work well."

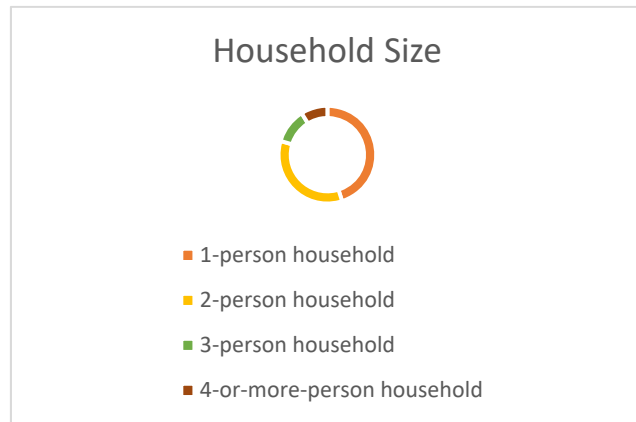
Megan Sandel, MD, MPH, Boston University

Number of Bedrooms in Dwelling Unit Supply



BUILT ENVIRONMENT

Neighborhoods for All



Source: Census Bureau ACS 2013-2017 Five Year Estimates.

The Census also estimates the median value of an owner-occupied housing unit to be \$178,900. Looking at the ratio of median home value to median household income provides an indicator of relative housing affordability, with a lower ratio meaning the average buyer is more able to afford a home. The following table illustrates that affordability is an issue across the state.

Income and Home Value Comparison

Michigan Community	Population	Median Household Income	Median Home Value	Value/Income Ratio
Petoskey	5,696	\$37,639	\$178,900	4.75
Boyne City	3,747	\$50,959	\$129,500	2.54
Charlevoix	2,457	\$34,484	\$173,100	5.02
St. Joseph	7,233	\$55,975	\$166,300	2.97
Marquette	21,081	\$38,998	\$172,900	4.43
Traverse City	15,550	\$53,237	\$216,800	4.07
Michigan	9,925,568	\$52,668	\$136,400	2.59

Source: Mission North Market Report – Darling Lot, 2019; ACS 2017

Housing demand continues to be strong, with median prices increasing annually. At the same time, there has been little new housing construction, pushing housing costs higher.

Residential Sales in Petoskey Core 2015-2019

Year	Average price	Median price
2015	\$194,895	\$160,000
2016	\$201,147	\$170,000
2017	\$203,520	\$175,000
2018	\$217,827	\$188,000
2019	\$251,298	\$200,000

Source: City of Petoskey Assessor

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The percent of residentially assessed properties that are claiming principal residence exemptions has increased from 44 percent in 2010 to 50 percent in 2020 according to the Emmet County Equalization Reports. Whether this will be reflected in the 2020 Census data as an increase in the percent of owner-occupied units remains to be seen.

A 2019 Housing Target Market Analysis conducted by LandUseUSA indicates that the City of Petoskey could support over 600 new housing units, the majority of those as rental units.⁶ Fulfilling that potential demand will take a multi-pronged approach, with new multifamily structures being an important component. In addition, allowing for and identifying locations within existing neighborhoods where smaller-scale “missing middle” housing can be added will result in neighborhoods with a wider demographic mix of residents.

Missing Middle is a range of multi-unit or clustered housing types compatible in scale with single-family homes that help meet the growing demand for walkable urban living. These types provide diverse housing options along a spectrum of affordability, including duplexes, four-plexes, and bungalow courts, to support walkable communities, locally-serving retail, and public transportation options. Missing Middle Housing provides a solution to the mismatch between the available U.S. housing stock and shifting demographics combined with the growing demand for walkability.

Congress for the New Urbanism

The crisis of workforce housing is well known, yet creating these needed units continues to meet opposition by existing neighbors as negatively impacting community character. Therefore, it is important to understand the many different housing terms used (affordable, workforce, attainable) and these are summarized in Appendix F. Less

Neighborhoods for All

frequently discussed is the homelessness that results from the inability to construct new housing units. Transitional housing, such as the Nehemiah House and even existing rooming houses, are also needed community facilities that receive resistance from neighbors.

Neighborhood Amenities

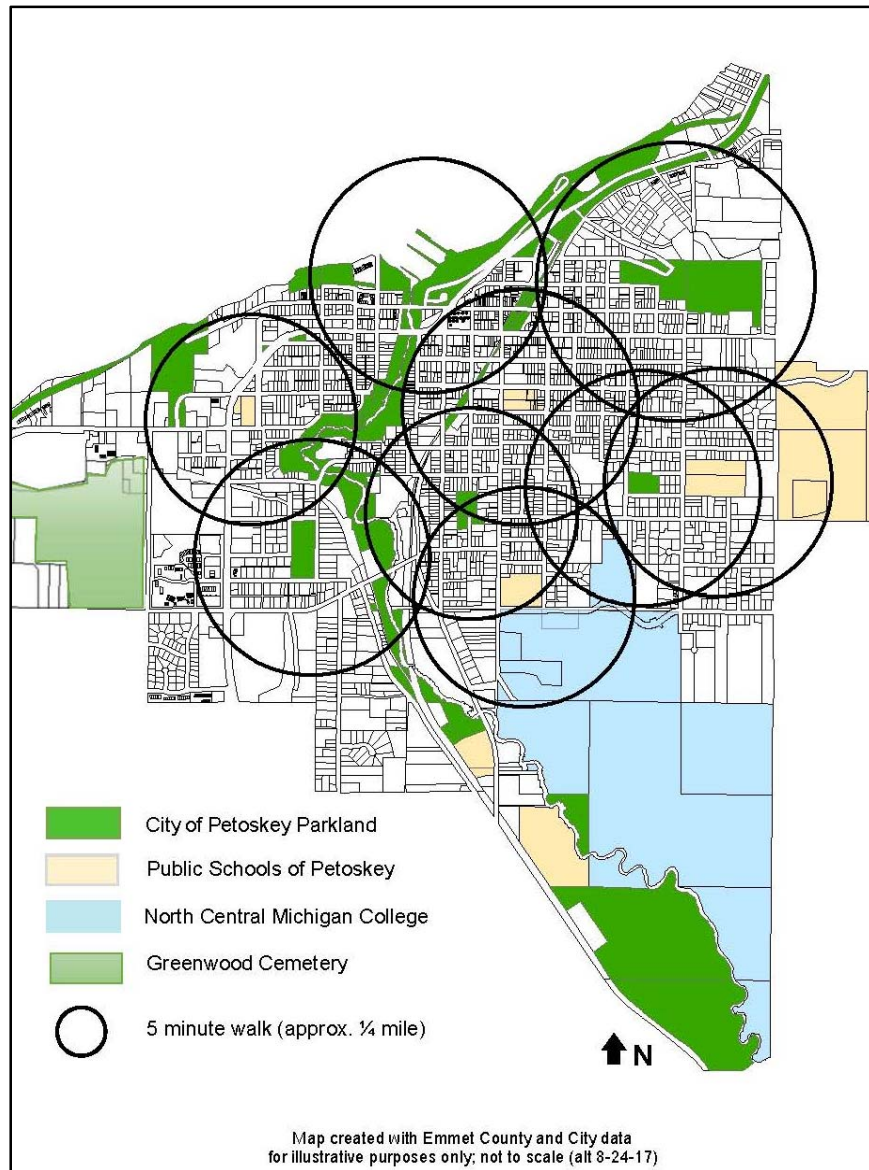
Our neighborhoods are more than housing. As previously discussed, our extensive park and trail system is essential to our quality of life, and an often stated value is the walkability of our city. It is not just the existence of sidewalks that is important, but also ensuring that those sidewalks connect neighborhoods to other neighborhoods, places of employment and recreational opportunities. As illustrated in the following map, almost all of our neighborhoods are within a five minute walk from at least one park, playground, or public open space (i.e., North Central Michigan College Natural Area). Through both the Non-Motorized Transportation Plan and the Parks and Recreation Master Plan, it is important we continually evaluate equitable access to public lands for all ages and abilities. Specifically, increased attention to neighborhood parks continues to be needed.

The zoning ordinance allows home businesses in residential districts as long as they maintain a residential character. This is to protect neighborhood integrity, as well as allow low-impact economic activity. It is anticipated that the experiment in working from home during the COVID-19 crisis will accelerate trends in remote working.

We also value our neighborhood commercial nodes that provide important convenience shopping opportunities. Kept at the appropriate scale, these areas improve the quality of neighborhood life by decreasing automobile dependence and providing a meeting place for neighbors.

⁶ <http://housingnorth.org/assets/emmet-county-tma-fact-sheet.pdf>
Chapter 3 – Built Environment

BUILT ENVIRONMENT



Neighborhoods for All

Working toward the vision of a more resilient and sustainable future, we need to ensure we have neighborhoods for all.

Neighborhoods for All Goals

- Year-round residential neighborhoods are maintained by restricting the conversion of properties for short-term rentals to preserve the community fabric.
- High quality, safe residential neighborhoods are maintained and preserved.
- The historic architectural integrity of neighborhoods is maintained.
- A range of housing types, densities, and price levels to address the needs of all age groups, household types and income levels are available.
- Infill development and redevelopment is compatible with and enhances existing residential areas.
- Opportunities for the addition of workforce housing are supported.
- Pedestrian amenities are improved and expanded.
- Neighborhood tree canopies and streetscapes are enhanced.
- Neighborhood parks are enhanced.

Strategies and Actions

- a) Develop a housing plan that addresses the needs of the workforce including part-year employees, young families and the elderly.
- b) Work with local, regional, and state organizations to develop affordable home ownership options within the City.
- c) Continue to promote and facilitate the development of residential uses of upper stories in the Urban Core (Central Business District, Transitional Business District and Mixed Use Corridor) through use of state programs such as Rental Rehab.

BUILT ENVIRONMENT

- d) Encourage the addition of upper story residential units to single-use commercial areas such as Bay Mall and Crestview Commons.
- e) Continue to work with housing agencies to provide incentives for homeowner and landlord renovations and improvements.
- f) Review the Zoning Ordinance requirements for lot size, minimum house square footage, building height, density, setbacks, **parking requirements**, and accessory dwelling unit allowance to remove barriers to the creation of additional workforce housing options.
- g) Work with the Emmet County Land Bank Authority on acquisition of strategic properties for affordable and market rate housing that will help stabilize neighborhoods.
- h) Create a housing opportunities map that indicates locations of possible in-fill housing.
- i) Update housing type definitions in the Zoning Ordinance to include non-traditional housing types.
- j) Investigate the creation of a local historic district for all or parts of the East Mitchell National Register district and other neighborhoods, to ensure historic integrity of neighborhoods is maintained.
- k) Continue to utilize the International Property Maintenance Code to improve properties and eliminate blight. Periodically review and update the City's Non-motorized Facilities Plan.
- l) Fund street tree replacement at an accelerated rate to enhance neighborhood tree canopies.
- m) Create preservation guidelines for residential structures, similar to the Downtown Design Guidelines, to encourage proper renovation of significant architectural structures.
- n) Increase funding for improvements to neighborhood parks.
- o) Revise the East Mitchell National Historic Register District to incorporate boundary corrections.
- p) Implement a rental inspection program to ensure rental structures are safe and maintained in a manner that will not detract from adjoining properties or negatively impact the surrounding neighborhood, based on adequate funding.
- q) Provide information and support to residents who wish to establish neighborhood associations.

Neighborhoods for All

- r) **Improve enforcement of nuisance and zoning ordinance issues through the creation of a code enforcement officer position.**



BOARD: City Council

MEETING DATE: February 1, 2021

PREPARED: January 27, 2021

AGENDA SUBJECT: Dining Decks in Parking Spaces in 2021

RECOMMENDATION: That City Council review and adopt proposed resolution

Background In May of 2020, due to occupancy restrictions on restaurants that severely restricted their economic viability and also in an effort to provide safer, outside dining areas for the public, the DMB recommended to City Council, as a part of a more comprehensive package of efforts, that restaurants be allowed to place dining decks in parking spaces for the summer months. Council approved the dining decks by a special resolution that has now expired.

As a result of that approval, two restaurants constructed decks and operated them throughout the summer of 2020. At the end of the season, both restaurants reported great success with the decks and no incidents with traffic or safety were reported. Retailers, some of whom had held initial reservations about the use of parking spaces for commercial activity, expressed less concern and several positive comments about the decks when surveyed. The public, as evidenced by the patronage, social media comments, and anecdotally reported remarks, enjoyed the decks and thought them to be a positive addition to Downtown ambience.

As the concept of allowing dining decks in parking spaces has long been a topic of discussion at the DMB level and as dining decks have been used with success in many premier communities around the country for several years, the DMB viewed the opportunity to allow them last summer as not only a solution to a COVID induced problem but also as an experiment to test their functionality under regular circumstances.

Discussion After reviewing this past summer's experience with the decks, the DMB has voted to approve moving ahead with a plan that would allow dining decks and/or expanded outdoor dining in public rights of way to be included as a part of the streetscape on a permanent basis. Recommendations for how to accomplish this and regulations for design will be included in a streetscape update study that is currently being prepared by Beckett and Raeder. Other proposed regulations such as fees, dates and hours allowed, and numbers and locations of the decks are being considered by staff and committees. A permanent change such as this needs to include the best interests of all involved and will take time to prepare thoughtfully and carefully. Any future legislation recommended by the DMB to allow dining decks on a permanent basis would ultimately need to be approved by City Council.

As was reported to City Council by DMB staff in November of 2020, the DMB remains concerned about the economic viability of restaurants and the safety of visitors to Downtown as we transition out of COVID. The Board is now recommending that, once again, the dining decks be allowed to operate in parking spaces by resolution in the summer of 2021. At its January 2021 meeting, the Board voted unanimously to recommend to City Council that the enclosed resolution be approved. The resolution takes into account the following considerations:

- Businesses that serve alcohol and/or provide predominantly full service dining (as opposed to over the counter service) will be allowed to participate. In an effort to be inclusive and still keep the number of spaces taken over for dining deck use to a minimum, the Parking Committee concurred that this language would allow those who were the most impacted by reduced dining capacity numbers to participate.
- Dining decks will be limited to one space per participant, unless by special petition to the DMB. After assessing the location of prospective participants and examining the impacts of reduced available parking for the rest of the block, allowing one parking space seems to be the most adaptable to dining deck conversion, but there may be situations where this standard could be reasonably altered.
- Decks will be allowed to do business on the street during regular restaurant hours between May 12 through November 14. Extra time for construction and removal may be negotiated with the Parking Office. There will be no requirement to have the deck on the street for this amount of time, but, especially during the transition from COVID, restaurants may welcome the extra seating opportunities in mid-May. Having decks on the streets early in the season will also give good data regarding their use that may be incorporated into the ordinance at a later date. The City has already considered the end date of November 14 to be the latest possible due to snow removal concerns.
- As the decks are temporary investments and not necessarily built to the design standards that may be required by an ordinance, the design of the decks will be negotiated and established with the applicant and City staff in coordination with the County Building Department. As in 2020, staff worked with each applicant to arrive at a design that was safe, attractive, economical, and easy to implement without an ordinance that specified regulations. Minimally, a platform and barrier must be provided. Every effort to make the structure attractive should be explored and included as finances provide. City staff will give onsite direction to problem areas as happened in 2020.
- There should be no charge to the restaurants if COVID seating capacity restrictions are still in place. If COVID seating capacity restrictions are lifted, the charge should be \$200 per month which is the approximate amount of revenue that would be lost if the metered space was occupied full time.
- An Open-Air Food-Beverage Service Application and fee must be submitted to City staff before commencing construction of a dining deck. License issuance will occur after all permits, site plans and approvals are on file with the City.

Action

The action being requested by the DMB is approval by City Council of the enclosed resolution.

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Enclosure



A RESOLUTION ALLOWING FOR 2021 SEASONAL USE OF PARKING SPACES TO BE
USED FOR OUTDOOR DINING DECKS AS A TEMPORARY MEASURE TO ASSIST
DOWNTOWN RESTAURANTS WITH SOCIAL DISTANCING STRATEGIES THAT MAY OR
MAY NOT BE MANDATED

WHEREAS, the novel coronavirus (COVID-19) is a respiratory disease that caused temporary shut downs and restricted dining capacities in local restaurants, contributing to economic hardship for them and their employees during 2020; and

WHEREAS, the Downtown is transitioning out of the economic hardship of COVID-19 due to public health initiatives, including vaccines to control the disease, but public health officials advise and may potentially mandate several more months of social distancing; and

WHEREAS, as evidenced by the success of the decks installed throughout the summer of 2020, the DMB is currently working on a recommendation for City Council's consideration to change the City ordinance in an effort to allow dining decks to be permitted on the streets permanently on a seasonal basis beginning in 2022; and

WHEREAS, the decks were found to be popular, manageable, and profitable during the summer of 2020, with no recorded incidents of mismanagement; and

WHEREAS, the concerns of retailers regarding the parking supply, as well as the overall vitality of all of Downtown have been considered and the Downtown Management Board has determined that all segments of Downtown need to work shoulder to shoulder to ensure vibrancy and vitality for all; and

WHEREAS, the City of Petoskey is committed to encouraging economic activity and assisting downtown businesses impacted by the COVID-19 pandemic; and

WHEREAS, the City of Petoskey wishes to ensure that establishments permitted to open to the public have the ability to accommodate social distancing guidelines desired by the public and possibly mandated by State organizations; and

WHEREAS, the City of Petoskey regulates use of its streets, sidewalks, and other public places through Chapter 18 of the Code of Ordinances, and allows outdoor dining pursuant to Chapter 8 of the Petoskey Code of Ordinances Businesses and Business Regulations:

NOW THEREFORE BE IT RESOLVED, that restaurants will be permitted to operate dining decks in public parking spaces during 2021 according to the following temporary measures:

- Businesses that serve alcohol and/or provide full service dining will be allowed to operate a dining deck.
- Dining decks will be limited to one space per participant, unless by special petition to the DMB.

- Decks will be allowed to do business on the street between May 12 through November 14, with the potential for extra time for construction and removal to be negotiated with the Parking Services Office.
- The design of the decks will be negotiated and established by City staff and the applicant in coordination with the County Building Department as they were in 2020.
- There should be no charge to the restaurants if COVID seating capacity restrictions are still in place and, if COVID seating capacity restrictions are lifted, the charge should be \$200 per month. (the approximate amount of revenue that would be lost if the metered space was occupied full time).
- An Open-Air Food-Beverage Service Application and fee must be submitted to City staff before commencing construction of a dining deck. License issuance will occur after all permits, site plans and approvals are on file with the City.



City of Petoskey

Agenda Memo

BOARD: City Council

MEETING DATE: February 1, 2021

PREPARED: January 22, 2021

AGENDA SUBJECT: Planning Commission Annual Report

RECOMMENDATION: That the City Council accept report

Background Pursuant to Act 33 of the Michigan Public Acts of 2008, Article II, Section 125.3819, the Planning Commission shall submit to City Council an annual written report of activities. The 2020 Annual Report is enclosed.

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Enclosure



City of Petoskey

Planning Commission Annual Report 2020

The Planning Commission is the body authorized to create and approve a master plan as a guide for community development. The Commission then implements the plan through recommendations on zoning ordinance amendments, development of the capital improvements program, review of development proposals, and creation of sub-area plans. The Commission consists of nine members, and is staffed by the City Planner. In 2020, we all became proficient with virtual meetings.

Planning Commission Meetings: 19 (7 special master plan meetings)

Planning Commission Sign Committee Meetings: 1

New Planning Commissioners: 4 (5 including Jonathan Scheel)

Training received by one or more Commissioners:

- Pro-forma Training by Dan Leonard, Michigan Economic Development Corporation
- Roberts Rules of Order, Jim Murray, Plunkett & Cooney
- Housing Summit, Housing North
- Essentials of Planning and Zoning, Michigan Association of Planning
- Missing Middle Housing, Housing Summit presentation by Dan Parolek (recorded)

Master Plan Update

The Commission and staff continued work on the master plan update, building upon the foundation created with the sustainability framework. A final review draft for City Council distribution was approved on December 17, 2020.

Master Plan Implementation

Capital Improvements Plan

The Commission reviewed and recommended approval of the 2021-2026 Capital Improvements Plan.

Zoning Ordinance and Map Amendments

Zoning Ordinance

1. Changes to Parking Requirements in the B-2A Zoning District
The requirements of the B-2A District were reduced to allow 75 percent of standard parking requirements due the district proximity to the B-2 Central Business District.

Zoning Map Amendments

1. A Zoning Map Amendment for 523, 501 E Mitchell
The requested map amendment to change the zoning from OS Office Service to B-2A Transitional Business with conditions that eliminated restaurants, bars, breweries, wineries, open air businesses and hotels was recommended to City Council by the Planning Commission.

Development Review/ Action

The year 2020 saw more development review by the Planning Commission than has occurred in the past 15 years.

1. Four-unit multiple family building, 1304 Emmet Street

At its May 21 and June 18 meetings, the Planning Commission reviewed and approved a four-unit residential building at 1304 Emmet Street. The cost of construction has delayed progress.

2. Commercial building, 624 Charlevoix Avenue

At its June 18 and July 16 meetings, the Planning Commission reviewed and approved a two-unit commercial building at the corner of Charlevoix Avenue and W. Mitchell Street. At this time, the property owner continues to look for tenants.

3. Bay/ Howard Development

At its May 21 meeting, the Planning Commission reviewed and made recommendations concerning a potential hotel development at the corner of Bay and Howard Streets. The purchase offer on the property has lapsed.

4. Grand Villas, 124 East Mitchell Street

At its June 18, July 16 and August 20 meetings, the Planning Commission reviewed and approved a 24 unit multiple family development on the former Family Video site. There is no word on construction start.

5. Lofts at Lumber Square, 900 Emmet Street

At its May 21, June 18, July 16 and August 20 meetings, the Planning Commission reviewed and approved a site plan for a 60 unit multiple family development at 900 Emmet Street, a priority redevelopment site. The development is contingent on approval of low income tax credits (LITC) through the Michigan State Housing Development Corporation.

6. Medical Marihuana Provisioning Center, 215 W. Mitchell Street

At its August 20, September 17 and October 29 meetings, the Planning Commission reviewed and approved a special condition use for a provisioning center at 215 W. Mitchell Street. The site is undergoing review at the state level.

7. Master Site Facilities Plan Amendment – Sign Plan - McLaren Northern Michigan

The Planning Commission began review of a sign plan for the McLaren Northern Michigan campus at its May 21 meeting, which was partially approved on September 17 with an additional amendment approved on December 17.

8. Crestview Commons Planned Unit Development (PUD) Amendment

At its October 29 meeting, the Planning Commission reviewed and approved a site plan amendment for the Crestview Commons PUD to include façade and signage changes for the former Kmart space.

9. Sign Appeal, 807 Spring Street

At its November 19 meeting, the Commission heard an appeal for a sign change to incorporate an electronic message. The Commission upheld staff's denial of the request and directed the Sign Committee to review the dynamic display language for possible allowance of limited electronic displays.

10. Medical Marihuana Provisioning Center, 1111 Charlevoix Avenue

At its December 17 meeting, the Commission scheduled a public hearing on a proposed medical marihuana provisioning center at 1111 Charlevoix Avenue.

Administrative Actions by the Office of City Planner

In addition to items processed for review by the Planning Commission, Planning Commission Sign Committee, Zoning Board of Appeals, and City Council, the Office of City Planner processes administrative requests, enforces the zoning and sign ordinances, fulfills the City's annual reporting requirements of the Redevelopment Ready Communities™ certification, and coordinates the annual capital improvements plan (CIP) update and the City's annual submittal to the Michigan Green Communities Challenge (the MGC Challenge did not occur in 2020).

In 2020, staff also updated the Economic Development Strategy that was approved by City Council on May 4th and worked with the downtown director and other staff to assist businesses through the COVID-19 shutdowns through use of public rights-of-way and continued to assist with the local historic district committee work.

	2020
Zoning and Fence Permits Issued	80
Sign Permits Issued	52
Notices of Ordinance Violation & Municipal Civil Infraction Citations Issued	56
Variance Requests/Appeals to the Zoning Board of Appeals Processed	10
Development Review Team and Pre-Construction Meeting Coordination	3



BOARD: City Council

MEETING DATE: February 1, 2021

PREPARED: January 28, 2021

AGENDA SUBJECT: Poverty Exemption Resolution

RECOMMENDATION: That the City Council approve the proposed resolution

Summary MCL 211.7u of the General Property Tax Act (Act) allows a property tax exemption for the principal residence of persons who, in the judgment of the Board of Review, by reason of poverty, are unable to contribute to the public charges. The Act requires a local governing body to adopt guidelines including income and asset tests for possible poverty exemption of local property tax assessments. The guidelines will be used by the Board of Review in reviewing poverty exemption applications.

Overview Under the General Property Tax Act exemptions from the payment of property taxes may be granted in extreme cases of poverty for individuals who own and occupy the property as a principal residence. An application for a poverty exemption must be filed for each year the exemption is sought, with the Board of Review, along with documentation including tax returns and proof of ownership. Applicants are required to meet federal poverty income standards and meet other requirements as adopted by the local governing board.

Due to a change in State law a section in the Evaluation Procedures stating, "The same standards shall apply to each claimant for the assessment year, ***unless the Board of Review determines there are substantial and compelling reasons why there should be a deviation from the policy and the substantial and compelling reasons are communicated in writing to the claimant***, is revised to eliminate the language in bold italics. A Board of Review can no longer deviate from the standards regardless of the reason.

The City Council is required by the State to reapprove the policy each year. The proposed poverty exemption policy and guidelines are essentially the same as the policy approved in 2020, with updated poverty income levels established annually by the Federal Poverty Income Guidelines. The City has received 7 applications from 3 owners over the last five years of which 4 were granted.

Guidelines, Income and Asset Tests The General Property Tax Act requires that local units of government adopt poverty exemption guidelines and requires that these guidelines include an income test and an asset test.

Poverty income standards are established by the US Department of Health and Human Services (HHS). Pursuant to MCL 211.7u(2)(e) local guidelines that provide income levels, cannot establish levels lower than poverty income standards established by the US Department of Health and Human Services.

The proposed income and asset tests for the City of Petoskey include criteria suggested by the Michigan Department of Treasury, which appears to be almost uniformly utilized by communities across Michigan. The income and asset tests provide the Board of Review with additional information on which to make a poverty exemption decision, and effectively places limitations on situations where individuals may lack earned income but otherwise have assets and personal property that are not suggestive of poverty.

at
Enclosures



City of Petoskey

2021 POVERTY EXEMPTION POLICY & GUIDELINES

The following **policy and guidelines**, adopted by the City Council, shall be followed by the City of Petoskey Board of Review when considering **poverty exemptions** according to P.A. 390 of 1994, section 211.7u of the Michigan Compiled Laws (MCL).

Application Guidelines: To be eligible for a Poverty Exemption in the City of Petoskey;

1. The primary applicant must own and occupy the property as their principle residence for a minimum of three full calendar years and shall satisfy all requirements of P.A. 390 of 1994 (Principle Residential Exemptions) and State Tax Commission bulletin No. 5 of 1995. Property placed in a trust does not qualify as owned for poverty exemption purposes. All owners and occupants are required to sign Waivers of Confidentiality, Authorizations to Inspect the Property and permission to interview the applicants and verify the application.
2. All owners must include signed Federal and State Income Tax Returns for the most recent filing period, including supporting schedules, if the applicant is required to file an income tax return. If the applicant did not file Federal or State Tax Return, Michigan Department of Treasury Form 4988 must be filed.
3. Income and asset information is required for all owners and occupants of the property. Potential income and asset sources are (non-inclusive):

Income from all sources	Interest and dividends
Salaries & wages before deductions	Pensions
Net receipts from self-employment	Supplemental Security Income
Veteran payments	Net rental income
Royalties	Scholarships & grants
Unemployment compensation	Insurance
Workers compensation	Retirement accounts
Alimony	Child support
General assistance	IRA/Keogh annuities
Social Security	New or reverse mortgages
Cash	Stocks & bonds
Checking & savings accounts	Investments
Money market accounts	Gifts
Assets in trust accounts	Deferred compensation

4. The property's state equalized value (SEV) cannot be more than the City's averaged state equalized value for residential properties adjusted annually. For 2021 the City's average residential SEV is \$172,600, which represents a market value of \$345,200.
5. Applicants must meet the Income Test and Asset Test to be eligible to apply to the Board of Review for a partial exemption of the property tax on their principle residence. Applications will be reviewed by the Board of Review in making a determination to grant or deny an exemption and if an exemption is granted, what percentage (100%, 50%, or 25%) of the taxable value will be exempted.

Income Test

Eligible applicants will not exceed the income levels listed below and as a minimum, will pay a property tax equal to three percent (3%) of their Total Annual Household Income.

1. Total Annual Household Income shall not exceed the following amount applicable to the number of persons living in the household:

<u>Number of Persons</u>	<u>2021 Poverty Guidelines</u>
1 (owner)	\$12,760
2	\$17,240
3	\$21,720
4	\$26,200
5	\$30,680
6	\$35,160
7	\$39,640
8	\$44,120
Each additional person, add	\$ 4,480

2. Total Annual Household Income shall be based on Federal Poverty Income Guidelines and will be adjusted annually to agree to the federally established amount.

Asset Test

Eligible applicants will have total assets at or below the asset limit listed below for the claimant and household.

1. Total assets, excluding the principle residence and personal property located therein and a primary vehicle, may not have a total value that exceeds:

	<u>Asset Limit</u>
Claimant	\$2,500
Household	\$5,000

Evaluation Procedures

1. The Board of Review shall follow the above policy and guidelines when making poverty exemption decisions. The same standards shall apply to each claimant for the assessment year.
2. Medical and extraordinary hardship situations may be used to qualify applicants who do not otherwise meet the above income and asset tests.
3. The applicant should be prepared to answer questions regarding their financial affairs, health, status of people living in the household, and any other question relevant to the exemption request.
4. All information is subject to verification. The verification process can be used to determine future ineligibility.
5. The Assessor and Board of Review must agree as to the disposition of the poverty claim for the exemption to be granted.

CITY OF PETOSKEY POVERTY EXEMPTION APPLICATION

I, _____, Petitioner, being the owner and residing at the property that is listed below as my principal residence, apply for property tax relief under MCL 211.7u of the General Property Tax Act, Public Act 206 of 1893. The principal residence of persons who, in the judgment of the township supervisor or city assessor and board of review, by reason of poverty are unable to contribute toward the public charges is eligible for exemption in whole or in part from taxation per MCL 211.7u(1).

In order to be considered complete, this application must: 1) be completed in its entirety, 2) include information regarding all members residing within the household, and 3) include all required documentation as listed within the application. Please write legibly and attach additional pages as necessary.

PERSONAL INFORMATION: Petitioner must list all required personal information.

Property Address of Principal Residence:	Daytime Phone Number:	
Age of Petitioner:	Marital Status:	Age of Spouse:
Number of Legal Dependents:	Age of Dependents:	
Applied for Homestead Property Tax Credit (yes or no):	Amount of Homestead Property Tax Credit:	

REAL ESTATE INFORMATION: List the real estate information related to your principal residence. Be prepared to provide a deed, land contract or other evidence of ownership of the property at the BOR meeting.

Property Parcel Code Number:	Name of Mortgage Company:	
Unpaid Balance Owed on Principal Residence:	Monthly Payment:	Length of Time at This Residence:
Property Description:		

ADDITIONAL PROPERTY INFORMATION: List information related to any other property you, or any household member owns.

Do you own, or are buying, other property (yes or no)? If yes, complete the information below.		Amount of Income Earned from Other Property:	
Property Address	Name of Owner(s)	Assessed Value	Amount & Date of Last Taxes Paid
		\$	
		\$	

EMPLOYMENT INFORMATION: List your current employment information.

Name of Employer:	Name of Contact Person:
Address of Employer:	Employer Phone Number:

List all income sources, including but not limited to: salaries, Social Security, rents, pensions, IRA's (individual retirement accounts), unemployment compensation, disability, government pensions, worker's compensation, dividends, claims and judgments from lawsuits, alimony, child support, friend or family contribution, reverse mortgage, or any other source of income.

Source of Income	Monthly or Annual Income (indicate which)

CHECKING, SAVINGS AND INVESTMENT INFORMATION: List any and all savings owned by all household members, including but not limited to: checking accounts, savings accounts, postal savings, credit union shares, certificates of deposit, cash, stocks, bonds, or similar investments.

Name of Financial Institution or Investments	Amount on Deposit	Current Interest Rate	Name on Account	Value of Investment

LIFE INSURANCE: List all policies held by all household members.

Name of Insured	Amount of Policy	Monthly Payment	Policy Paid in Full	Name of Beneficiary	Relationship to Insured

MOTOR VEHICLE INFORMATION: All motor vehicles (including motorcycles, motor homes, camper trailers, etc.) held or owned by any person residing within the household must be listed.

Make	Year	Monthly Payment	Balance Owed

LIST ALL PERSONS LIVING IN HOUSEHOLD: All persons residing in the residence must be listed.

First & Last Name	Age	Relationship to Applicant	Place of Employment	Amount of Monetary Contribution to Family Income

PERSONAL DEBT: All personal debt for all household members must be listed.

Creditor	Purpose of Debt	Date of Debt	Original Balance	Monthly Payment	Balance Owed

MONTHLY EXPENSE INFORMATION: The amount of monthly expenses related to the principal residence for each category must be listed. Indicate N/A as necessary.

Heating:	Electric:	Water:
Phone:	Cable:	Food:
Clothing:	Health Insurance:	Garbage:
Daycare:	Car Expense (gas, repair, etc):	Other (list type):
Other (list type):	Other (list type):	Other (list type):
Other (list type):	Other (list type):	Other (list type):
Other (list type):	Other (list type):	Other (list type):

Notice: Any willful misstatements or misrepresentations made on this form may constitute perjury, which, under the law, is a felony punishable by fine or imprisonment.

Notice: Per MCL 211.7u(2b), a copy of all household members federal income tax returns, state income tax returns (MI-1040) and Homestead Property Tax Credit claims (MI-1040CR 1, 2, 3 or 4) must be attached as proof of income. Documentation for all income sources including, but not limited to, credits, claims, Social Security income, child support, alimony income, and all other income sources must be provided at time of application.

Petitioners: Do not sign this application until witnessed by the Supervisor, Assessor, Board of Review or Notary Public. (Must be signed by either the Supervisor, Assessor, Board of Review Member or Notary Public)

STATE OF MICHIGAN
COUNTY OF _____

I, the undersigned Petitioner, hereby declare that the foregoing information is complete and true and that neither I, nor any household member residing within the principal residency, have money, income or property other than mentioned herein.

Petitioner Signature

Date

Subscribed and sworn this _____ day of _____, 2011

Assessor Signature: _____ Printed Name: _____

BOR Member Signature: _____ Printed Name: _____

Notary Signature: _____ Printed Name: _____

My Commission Expires: _____

This application shall be filed after January 1, but before the day prior to the last day of March, July or December Board of Review to the address below.

Secretary to the Board of Review
City of Petoskey
101 E. Lake Street
Petoskey, MI 49770

DECISIONS OF THE MARCH BOARD OF REVIEW MAY BE APPEALED TO THE MICHIGAN TAX TRIBUNAL BY JULY 31 OF THE CURRENT YEAR. JULY OR DECEMBER BOARD OF REVIEW DENIALS MAY BE APPEALED TO MICHIGAN TAX TRIBUNAL WITHIN 35 DAYS OF THE DENIAL. A COPY OF THE BOARD OF REVIEW DECISION MUST BE INCLUDED WITH THE FILING.

Michigan Tax Tribunal
PO Box 30232
Lansing, MI 48909
Phone: 517-373-3003
Fax: 517-373-1633
E-mail: taxtrib@michigan.gov

Poverty Exemption Affidavit

This form is issued under authority of Public Act 206 of 1893; MCL 211.7u.

INSTRUCTIONS: When completed, this document must accompany a taxpayer's Application for Poverty Exemption filed with the supervisor or the board of review of the local unit where the property is located. MCL 211.7u provides for a whole or partial property tax exemption on the principal residence of an owner of the property by reason of poverty and the inability to contribute toward the public charges. MCL 211.7u(2)(b) requires proof of eligibility for the exemption be provided to the board of review by supplying copies of federal and state income tax returns for all persons residing in the principal residence, including property tax credit returns, or by filing an affidavit for all persons residing in the residence who were not required to file federal or state income tax returns for the current or preceding tax year.

I, _____, swear and affirm by my signature below that I reside in the principal residence that is the subject of this Application for Poverty Exemption and that for the current tax year and the preceding tax year, I was not required to file a federal or state income tax return.

Address of Principal Residence: _____

Signature of Person Making Affidavit

Date