



## CITY COUNCIL

July 19, 2021

1. Call to Order - 7:00 P.M. – City Council Chambers
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) June 21, 2021 regular session City Council meeting minutes
  - (b) Acknowledge receipt of a report concerning certain administrative transactions since June 21, 2021
5. Miscellaneous Public Comments
6. City Manager Updates
7. Appointments – Consideration of appointments to the TIFA Board
8. Old Business – Adoption of a proposed resolution approving the Livable Petoskey Master Plan
9. New Business
  - (a) Introduction, discussion and consideration to set a public hearing regarding the potential establishment of an Obsolete Property Rehabilitation Act District (OPRA) for 316 and 318 East Lake Street
  - (b) Introduction, discussion and consideration to set a public hearing regarding potential approval of an Obsolete Property Rehabilitation Exemption Certificate Application for 316 and 318 East Lake Street
  - (c) First reading of a proposed Zoning Ordinance Amendment creating a new Section XXXIII C – College District
  - (d) Discussion on potential electric vehicle charging stations in the public right-of-way
  - (e) Authorize contracting with MCSA Group Inc., East Grand Rapids, for capital needs assessment services including the primary scope of services and alternate one at a total cost not to exceed \$22,000
  - (f) Adoption of a proposed resolution accepting funding from the State of Michigan's Coronavirus Local Fiscal Recovery Fund and authorizing the City Manager to sign all necessary documents related to funding

10. City Council Comments

11. Adjournment

You may join the meeting remotely

Join Zoom Meeting: <https://us02web.zoom.us/j/84233196894>

Dial by Phone: 888-788-0099 US Toll-free

Meeting ID: Meeting ID: 842 3319 6894

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

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 of Petoskey

## Agenda Memo

**BOARD:** City Council

**MEETING DATE:** July 19, 2021

**PREPARED:** July 15, 2021

**AGENDA SUBJECT:** Consent Agenda Resolution

**RECOMMENDATION:** That the City Council approve this proposed resolution

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

- (1) Draft minutes of the June 21, 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 June 21, 2021 for contract and vendor claims at \$1,290,618.64, intergovernmental claims at \$6,681.08, and the June 24 and July 8 payrolls at \$484,827.33 for a total of \$1,782,127.05.

sb  
Enclosures



## CITY COUNCIL

June 21, 2021

A regular meeting of the City of Petoskey City Council was held from virtual locations on Monday, June 21, 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, Creal Springs Township, Johnson County, IL  
Kate Marshall, City Councilmember, Petoskey, Emmet County, MI  
Derek Shiels, City Councilmember, Harbor Springs, Emmet County, MI  
Brian Wagner, City Councilmember, Petoskey, Emmet County, MI  
Lindsey Walker, City Councilmember, Petoskey, Emmet County, MI

Absent: None

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

### **Hear Voices Without Borders Founders Proclamation**

Mayor Murphy recognized Jack and Sara Kukuk, founders of Voices Without Borders, and read aloud the following proclamation:

WHEREAS, Voices Without Borders, a non-profit 501(c)3, was founded in Petoskey in 2009 and its mission is to promote, support, and sponsor choral music, dance and other related activities for young people in our schools and communities throughout greater Northern Michigan and to offer similar opportunities for children from around the world; and

WHEREAS, Jack and Sara Kukuk, Voices Without Borders founders, are retiring after many years of meaningful work with Voices Without Borders and have made an impact in Northern Michigan; and

WHEREAS, The Kukuk's are committed to the arts, providing opportunities for children in the Northern Michigan area to participate in life-changing musical and dance experiences; and

WHEREAS, The Kukuk's provided arts education and educational opportunities to youth in Northern Michigan and around the world, many of whom would otherwise not have had access to them; and

WHEREAS, The Kukuk's initiated the Great Lakes Youth & Treble Choirs (formerly the Little Traverse Youth & Treble Choirs) for the greater Northern Michigan area children ages 7-19; and

WHEREAS, their vision to bring children's choir and dance groups from around the world to Northern Michigan since 2009 has enhanced our international experiences by presenting the international Children of the World in Harmony Festivals and also provided participants and host families an opportunity to share in each other's cultures; and

WHEREAS, their vision to provide touring opportunities for the Great Lakes Youth Choirs – touring in various parts of Michigan, Canada, Scotland and Ireland to see our youth choirs serve as musical ambassadors for Michigan and the USA; and



WHEREAS, The Kukuk's designed and provided multiple opportunities for training via audition workshops as well as vocal Master Classes with such Broadway stars as Franc d'Ambrosio; and

WHEREAS, The Kukuk's strengthened collaborations with several respected arts organizations including the Little Traverse Choral Society, the Great Lakes Chamber Orchestra, the Northern Michigan Chorale, Great Lakes Center for the Performing Arts and the Cheboygan Opera House:

NOW THEREFORE, I, John Murphy, Mayor of the City of Petoskey, on behalf of the City Council and all Petoskey citizens take this opportunity to proclaim and express sincere and grateful appreciation, and hereby extend to Jack and Sara Kukuk, our congratulations on their well-earned retirement, and our best wishes to them for continued success, happiness and good health in the years to come.

#### **Consent Agenda - Resolution No. 19554**

Following introduction of the consent agenda for this meeting of June 21, 2021, City Councilmember Marshall moved that, seconded by City Councilmember Walker adoption of the following resolution:

BE IT RESOLVED that the City Council does and hereby confirms that the draft minutes of the June 7, 2021 regular session City Council meeting be and are hereby approved as amended; and

BE IT RESOLVED that receipt by the City Council of a report concerning all checks that had been issued since June 7, 2021 for contract and vendor claims at \$508,228.12, intergovernmental claims at \$4,060.06, and the June 10 payroll at \$224,534.48, for a total of \$736,822.66 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 reviewed requirements for changing the speed limit on a state trunk line, specifically on US-31 through the Little Traverse Wheelway and that changing a regulatory speed limit requires a traffic engineering study be completed by MDOT and the Michigan State Police; that based on MDOT, MSP officials and the Public Safety Department it does not seem likely the speed limit would be lowered and staff does not recommend the City request a speed limit study; reported that as part of the American Rescue Plan of 2021 funding, the Michigan Department of Treasury calculated the City will receive \$602,472 in two installments and the City will need to apply for the funds and encumber the funds by December 31, 2026 and reviewed eligible uses; that the local emergency order allowing for virtual meetings is set to expire June 30, 2021 and City Council and all other City boards and commissions will need to meet in-person starting July 1 unless there is an absence due to military duty, a health condition or reinstatement of a local or state emergency; that the City will continue to broadcast meetings via Zoom with City Hall open for meeting attendees in-person; that the City Hall solar system is up and running and generating renewable energy with a monitor in the lobby of City Hall showing solar output from the panels; that Ward and City Conventions are scheduled for 8:00 P.M. on July 12 and July 14 and reviewed locations; that after 28 years of service with the City, Clerk-Treasurer Al Terry is retiring on October 15, 2021 and thanked him for his many years with the City and wished him the best in his well-deserved retirement and that staff will begin recruitment process this week advertising for the position; provided an update on street resurfacing and reconstruction projects and that Greenwood Road Street reconstruction project from Charlevoix Avenue to West Sheridan Street will begin mid-to-late July and be completed by October 8; and that there has been substantial progress on the Bear River Iron Belle Bridge the last two weeks which will provide a much safer route to the North Country Trail.

City Councilmembers discussed the process involved in requesting a change in the speed limit on US-31 through the Little Traverse Wheelway detour area; inquired about a ribbon cutting ceremony for the new Iron Belle Bridge; and how citizens can access the bridge through North Central Michigan college property and that there should be community awareness and education on bridge accessibility.

The City Manager noted there most likely would be a ribbon cutting ceremony once the bridge is completed.

**Approve Housing North Contract to Fund a Housing Director – Resolution No. 19555**

The City Manager reviewed this is a third discussion of partially funding a full-time Housing Director position through Housing North; reviewed other municipalities' financial contributions for funding the position for one year; that the Housing Director would be an employee of Housing North; that the City would contribute \$5,000 in 2021 and 2022 if approved by Council which would amount to roughly 11.76% of funding for the one-year position; that the contract has been fully reviewed by the City Attorney; and funding the position is consistent with Goal Six of the City's adopted Action Plan.

City Councilmembers reviewed the terms of the agreement and changes to it and discussed Little Traverse Bay Housing Partnership's involvement, scope of work and where the director will spend their time.

Scott Smith, Little Traverse Bay Housing Partnership representative, reviewed scope of work and continued efforts to obtain additional financial support.

Mayor Murphy asked for public comments and heard from Carlin Smith, Little Traverse Bay Housing Partnership representative, that the Housing North Board of Directors has expressed that the director would be focused on Emmet County.

City Councilmember Walker moved that, seconded by City Councilmember Shiels to approve the contractual agreement between Housing North and the City of Petoskey to partially fund a full-time Housing Director position.

Said motion was adopted by the following vote:

AYES: Shiels, Wagner, Walker, Murphy (4)

NAYS: Marshall (1)

**Approve Support for the Homes for Our Future Campaign and Housing North Deed Restriction Program – Resolution No. 19556**

The City Manager reviewed that City Council discussed a deed restriction program spearheaded by Housing North at their June 7 meeting; that the program is designed to encourage year-round housing to help address the increased number of properties being converted to seasonal housing; and based on input from the City Attorney, Council decided to move forward with a resolution of support for the program rather than be listed as a program partner on the deed document and supported the Housing North Homes for Our Future Campaign.

City Councilmembers discussed the process and whether support should be expressed through a proclamation vs. resolution and discussed the pros and cons of the program.

Steve Schnell, Charlevoix County Housing Director, commented that the program is focused on year-round living.

Mayor Murphy asked for public comments and heard a comment that it seems as if owners that spend very little time in Petoskey would be worse than short-term rentals.

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

WHEREAS, Housing North was organized in 2018 by a cross-sector group of regional housing partners to overcome the communications, policy, and financial barriers that stand in the way of housing solutions; and

WHEREAS, national studies have shown development and housing supply to be constrained by rising construction costs, changes in the market, and a labor shortage; and

WHEREAS, Housing North commissioned an update to a 2014 Housing Target Market Analysis in 2019 that indicates a potential demand in the City of Petoskey for 621 dwelling units; and

WHEREAS, the imbalance between supply and demand is impacting our community's ability to provide housing for young families, seniors, and the workforce, which is affecting the sustainability and growth opportunities of local businesses and schools; and

WHEREAS, the lack of adequate, safe housing has been shown to have serious impacts on the health, access to opportunity, and achievement levels of individuals, particularly vulnerable populations like children and seniors; and

WHEREAS, Housing North is advancing a campaign called Homes for our Future to raise awareness and support for housing solutions such as the consideration and adoption of common-sense local policies and practices that will increase the supply of housing in our community, and advancement at the state level of policies that expand and improve access to housing resources for all communities; and

WHEREAS, the City of Petoskey Livable Petoskey Master Plan identifies many of these methods as means to creating neighborhoods for all; and

WHEREAS, Housing North is exploring a voluntary deed restriction program as one method to protect year-round housing from being converted to seasonal housing; and

NOW THEREFORE BE IT RESOLVED that the City of Petoskey endorses the Homes for Our Future Campaign and expresses our support for efforts to create new housing options that ensure our communities remain places where all people can live, work, raise families and thrive, and

BE IT FURTHER RESOLVED that the City supports Housing North's efforts to create a voluntary deed restriction program to promote year-round housing in the City of Petoskey, but retains the right to discontinue said support.

Said resolution was adopted by the following vote:

AYES: Shiels, Wagner, Walker, Murphy (4)

NAYS: Marshall (1)

**Approve Surplus City Properties and Request for Proposals – Resolution No. 19557**

The City Planner reviewed the draft Request for Proposals (RFP) for the disposal of three identified surplus properties for the purpose of housing construction; that the draft RFP is based on what was previously distributed for 219 Washington Street, but had not had legal review; that the properties have varying levels of development/construction issues due to topography, soil conditions, existing easements or utility availability; that the three properties were listed in order of construction ease with 209 Washington Street being the most attractive site, 1219 Clarion Avenue is restricted by utility easement and drop off, 1458 and 1522 Clarion Avenue are wooded lots and may have springs, being the most expensive to develop; reviewed process; and that staff was looking for direction on whether Council would consider a lower purchase price for a more experienced bidder, if there was a preference for proposals to acquire multiple parcels and if there was a preferred timeline for construction.

City Councilmembers discussed the three parcels and whether to sell each of the three parcels and reviewed proposal evaluation criteria and requirements.

City Councilmember Wagner moved that, seconded by City Councilmember Marshall to approve three identified surplus City properties on Washington Street and Clarion Avenue and directed staff to seek bids through a Request for Proposals process.

Said motion was adopted by the following vote:

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

NAYS: None (0)

**Approve Health Care Savings Program for Public Safety Officers – Resolution No. 19558**

The City Manager reviewed that the recently approved collective bargaining agreement with the Public Safety Officers provides for a Health Care Savings Program administered by the Michigan Municipal Employees Retirement System (MERS); that the program requires all officers to participate and to make mandatory contributions in the amount of 3% of their wages and there are no employer contributions; that MERS will manage investments for the account and upon leaving employment with the City, officers will be able to access funds for eligible medical expenses; and that MERS requires a Health Care Savings Program Participation Agreement approved by City Council to establish the plan and plan provisions.

City Councilmember Marshall moved that, seconded by City Councilmember Shiels adoption of a resolution approving the Health Care Savings Program agreement with Michigan Municipal Employees Retirement System (MERS).

Said resolution was adopted by the following vote:

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

NAYS: None (0)

**Council Comments**

Mayor Murphy asked for City Council comments and City Councilmember Marshall commented she had received a citizen complaint concerning fireworks and asked whom residents should call when there is an issue. The City Manager responded that citizens should call 911 indicating a non-emergency and Public Safety will be contacted if issue is within the City limits. City Councilmember Shiels applauded local leaders for going forward with plans that may include risk. City Councilmember Wagner commented he had received concerns about electric bicycles and their excessive speed on the Little Traverse Wheelway and thanked the Petoskey Garden Club and Parks and Recreation Department for making the City beautiful. Mayor Murphy commented he is looking forward to going back to in-person meetings.

There being no further business to come before the City Council, this June 21, 2021, meeting of the City Council adjourned at 9:00 P.M.

John Murphy, Mayor

Alan Terry, Clerk-Treasurer

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
06/21	06/21/2021	93324	Scarnegie, Ken	271-790-958.000	250.00- V
06/21	06/23/2021	93421	5H Irrigation & Maintenance	592-537-802.000	125.00
06/21	06/23/2021	93421	5H Irrigation & Maintenance	592-537-802.000	75.00
06/21	06/23/2021	93421	5H Irrigation & Maintenance	101-770-802.000	91.53
06/21	06/23/2021	93421	5H Irrigation & Maintenance	514-587-802.000	2,442.34
06/21	06/23/2021	93421	5H Irrigation & Maintenance	101-770-802.000	1,147.50
06/21	06/23/2021	93421	5H Irrigation & Maintenance	592-537-802.000	232.63
06/21	06/23/2021	93421	5H Irrigation & Maintenance	592-537-802.000	150.25
06/21	06/23/2021	93422	Abent Pest Control North	101-268-802.000	225.00
06/21	06/23/2021	93423	Aflac	701-000-230.180	797.26
06/21	06/23/2021	93424	AICPA (Payment - Dues)	101-215-915.000	295.00
06/21	06/23/2021	93425	Alliance Entertainment	271-790-761.100	41.49
06/21	06/23/2021	93425	Alliance Entertainment	271-790-761.000	276.08
06/21	06/23/2021	93425	Alliance Entertainment	271-790-761.100	53.24
06/21	06/23/2021	93426	American Waste	582-593-930.000	175.95
06/21	06/23/2021	93426	American Waste	592-551-806.000	336.38
06/21	06/23/2021	93426	American Waste	101-770-802.000	127.04
06/21	06/23/2021	93426	American Waste	101-756-802.000	51.98
06/21	06/23/2021	93426	American Waste	101-789-802.000	57.75
06/21	06/23/2021	93426	American Waste	101-754-802.000	132.83
06/21	06/23/2021	93426	American Waste	101-268-802.000	80.85
06/21	06/23/2021	93426	American Waste	101-265-802.000	127.05
06/21	06/23/2021	93427	AT&T	592-538-850.000	89.52
06/21	06/23/2021	93428	Beckett & Raeder Inc.	101-789-970.000	1,540.00
06/21	06/23/2021	93429	Bek, Sarah	101-101-751.000	16.80
06/21	06/23/2021	93429	Bek, Sarah	101-172-860.000	32.03
06/21	06/23/2021	93430	Blarney Castle Oil Co.	101-789-772.000	4,212.29
06/21	06/23/2021	93430	Blarney Castle Oil Co.	101-789-772.000	4,240.15
06/21	06/23/2021	93431	Blue Care Network	101-172-724.000	375.28
06/21	06/23/2021	93431	Blue Care Network	101-201-724.000	2,777.08
06/21	06/23/2021	93431	Blue Care Network	101-208-724.000	450.34
06/21	06/23/2021	93431	Blue Care Network	101-215-724.000	375.28
06/21	06/23/2021	93431	Blue Care Network	101-265-724.000	517.89
06/21	06/23/2021	93431	Blue Care Network	101-268-724.000	1,114.59
06/21	06/23/2021	93431	Blue Care Network	592-560-724.000	1,125.84
06/21	06/23/2021	93431	Blue Care Network	101-773-724.000	382.79
06/21	06/23/2021	93431	Blue Care Network	101-789-724.000	780.59
06/21	06/23/2021	93431	Blue Care Network	271-790-724.000	4,428.32
06/21	06/23/2021	93431	Blue Care Network	514-587-724.000	375.28
06/21	06/23/2021	93431	Blue Care Network	582-588-724.000	3,527.64
06/21	06/23/2021	93431	Blue Care Network	592-549-724.000	1,576.18
06/21	06/23/2021	93431	Blue Care Network	101-345-724.000	11,258.39
06/21	06/23/2021	93431	Blue Care Network	101-400-724.000	555.42
06/21	06/23/2021	93431	Blue Care Network	101-441-724.000	1,486.11
06/21	06/23/2021	93431	Blue Care Network	101-754-724.000	506.63
06/21	06/23/2021	93431	Blue Care Network	101-756-724.000	1,298.47
06/21	06/23/2021	93431	Blue Care Network	101-770-724.000	2,439.32
06/21	06/23/2021	93432	Border States Industries Inc.	582-592-775.000	3,138.92
06/21	06/23/2021	93433	Bound Tree Medical LLC	101-345-775.000	124.32
06/21	06/23/2021	93434	Carter's Imagewear & Awards	101-756-808.010	358.80
06/21	06/23/2021	93435	CCP Industries Inc.	101-528-775.000	109.80
06/21	06/23/2021	93435	CCP Industries Inc.	204-481-767.000	109.81
06/21	06/23/2021	93436	Center Point Large Print	271-790-760.000	53.14
06/21	06/23/2021	93437	Char-Em United Way	701-000-230.800	51.50
06/21	06/23/2021	93438	Charlevoix Auto	661-598-932.000	479.78
06/21	06/23/2021	93439	Cintas Corp #729	582-593-930.000	9.07

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
06/21	06/23/2021	93439	Cintas Corp #729	204-481-767.000	68.66
06/21	06/23/2021	93439	Cintas Corp #729	582-588-767.000	68.86
06/21	06/23/2021	93439	Cintas Corp #729	592-560-767.000	35.20
06/21	06/23/2021	93439	Cintas Corp #729	592-549-767.000	35.20
06/21	06/23/2021	93439	Cintas Corp #729	582-593-930.000	33.72
06/21	06/23/2021	93439	Cintas Corp #729	204-481-767.000	67.25
06/21	06/23/2021	93439	Cintas Corp #729	582-588-767.000	59.06
06/21	06/23/2021	93439	Cintas Corp #729	592-560-767.000	34.50
06/21	06/23/2021	93439	Cintas Corp #729	592-549-767.000	34.50
06/21	06/23/2021	93439	Cintas Corp #729	592-544-802.000	45.45
06/21	06/23/2021	93439	Cintas Corp #729	101-268-802.000	15.54
06/21	06/23/2021	93439	Cintas Corp #729	582-593-930.000	9.07
06/21	06/23/2021	93439	Cintas Corp #729	204-481-767.000	67.25
06/21	06/23/2021	93439	Cintas Corp #729	582-588-767.000	59.06
06/21	06/23/2021	93439	Cintas Corp #729	592-560-767.000	34.50
06/21	06/23/2021	93439	Cintas Corp #729	592-549-767.000	34.50
06/21	06/23/2021	93440	Collins Dent Werks, LLC	661-598-932.000	813.92
06/21	06/23/2021	93441	Complete Paint & Supplies	582-586-775.000	27.98
06/21	06/23/2021	93441	Complete Paint & Supplies	582-586-775.000	14.99
06/21	06/23/2021	93441	Complete Paint & Supplies	101-770-775.000	23.00
06/21	06/23/2021	93442	Consumers Energy	592-558-920.000	180.60
06/21	06/23/2021	93442	Consumers Energy	592-558-920.000	70.13
06/21	06/23/2021	93442	Consumers Energy	592-558-920.000	352.58
06/21	06/23/2021	93442	Consumers Energy	202-475-920.000	105.32
06/21	06/23/2021	93442	Consumers Energy	592-558-920.000	43.88
06/21	06/23/2021	93442	Consumers Energy	592-558-920.000	73.72
06/21	06/23/2021	93442	Consumers Energy	592-558-920.000	73.57
06/21	06/23/2021	93442	Consumers Energy	592-558-920.000	65.35
06/21	06/23/2021	93442	Consumers Energy	592-558-920.000	123.50
06/21	06/23/2021	93443	Critter Commander Predator &	101-770-802.000	175.00
06/21	06/23/2021	93444	Cummins Bridgeway LLC	592-537-802.000	1,125.07
06/21	06/23/2021	93445	Delta Dental	101-172-724.000	49.97
06/21	06/23/2021	93445	Delta Dental	101-201-724.000	134.87
06/21	06/23/2021	93445	Delta Dental	101-208-724.000	25.88
06/21	06/23/2021	93445	Delta Dental	101-215-724.000	17.66
06/21	06/23/2021	93445	Delta Dental	101-265-724.000	23.81
06/21	06/23/2021	93445	Delta Dental	101-268-724.000	47.86
06/21	06/23/2021	93445	Delta Dental	592-549-724.000	318.17
06/21	06/23/2021	93445	Delta Dental	592-560-724.000	65.29
06/21	06/23/2021	93445	Delta Dental	701-000-230.110	1,348.52
06/21	06/23/2021	93445	Delta Dental	101-773-724.000	16.00
06/21	06/23/2021	93445	Delta Dental	101-789-724.000	32.03
06/21	06/23/2021	93445	Delta Dental	204-481-724.000	131.51
06/21	06/23/2021	93445	Delta Dental	271-790-724.000	218.97
06/21	06/23/2021	93445	Delta Dental	514-587-724.000	90.08
06/21	06/23/2021	93445	Delta Dental	582-588-724.000	192.22
06/21	06/23/2021	93445	Delta Dental	101-345-724.000	851.86
06/21	06/23/2021	93445	Delta Dental	101-400-724.000	26.57
06/21	06/23/2021	93445	Delta Dental	101-441-724.000	125.41
06/21	06/23/2021	93445	Delta Dental	101-754-724.000	24.88
06/21	06/23/2021	93445	Delta Dental	101-756-724.000	63.80
06/21	06/23/2021	93445	Delta Dental	101-770-724.000	122.90
06/21	06/23/2021	93446	Derrer Oil Co.	661-598-759.000	1,930.81
06/21	06/23/2021	93447	Digital-Ally Inc.	101-345-931.000	315.00
06/21	06/23/2021	93448	District 21 Softball	101-756-808.120	200.00
06/21	06/23/2021	93449	DTE Energy	592-538-920.000	37.80

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
06/21	06/23/2021	93449	DTE Energy	101-265-924.000	53.22
06/21	06/23/2021	93449	DTE Energy	582-593-924.000	126.15
06/21	06/23/2021	93449	DTE Energy	101-773-924.000	83.37
06/21	06/23/2021	93449	DTE Energy	592-555-920.000	39.93
06/21	06/23/2021	93449	DTE Energy	592-558-920.000	34.99
06/21	06/23/2021	93449	DTE Energy	592-538-920.000	39.19
06/21	06/23/2021	93449	DTE Energy	101-345-920.100	59.54
06/21	06/23/2021	93449	DTE Energy	592-538-920.000	42.00
06/21	06/23/2021	93449	DTE Energy	101-345-920.000	74.96
06/21	06/23/2021	93449	DTE Energy	592-551-920.000	674.50
06/21	06/23/2021	93449	DTE Energy	592-551-920.000	1,273.32
06/21	06/23/2021	93449	DTE Energy	271-790-924.000	48.61
06/21	06/23/2021	93449	DTE Energy	582-593-920.000	63.34
06/21	06/23/2021	93449	DTE Energy	101-265-924.000	49.01
06/21	06/23/2021	93449	DTE Energy	592-538-920.000	46.91
06/21	06/23/2021	93449	DTE Energy	271-790-924.000	53.42
06/21	06/23/2021	93449	DTE Energy	101-268-924.000	94.60
06/21	06/23/2021	93449	DTE Energy	101-770-924.000	56.02
06/21	06/23/2021	93449	DTE Energy	514-587-802.100	42.71
06/21	06/23/2021	93450	Dunn's Business Solutions	101-172-751.000	9.84
06/21	06/23/2021	93450	Dunn's Business Solutions	101-201-751.000	9.84
06/21	06/23/2021	93450	Dunn's Business Solutions	101-208-751.000	6.89
06/21	06/23/2021	93450	Dunn's Business Solutions	101-257-751.000	4.92
06/21	06/23/2021	93450	Dunn's Business Solutions	101-215-751.000	5.90
06/21	06/23/2021	93450	Dunn's Business Solutions	101-345-751.000	25.58
06/21	06/23/2021	93450	Dunn's Business Solutions	101-400-751.000	4.92
06/21	06/23/2021	93450	Dunn's Business Solutions	101-441-751.000	14.76
06/21	06/23/2021	93450	Dunn's Business Solutions	101-770-751.000	2.95
06/21	06/23/2021	93450	Dunn's Business Solutions	101-773-775.000	.98
06/21	06/23/2021	93450	Dunn's Business Solutions	101-756-751.000	9.84
06/21	06/23/2021	93450	Dunn's Business Solutions	101-789-751.000	1.95
06/21	06/23/2021	93450	Dunn's Business Solutions	101-172-751.000	6.04
06/21	06/23/2021	93450	Dunn's Business Solutions	101-201-751.000	6.04
06/21	06/23/2021	93450	Dunn's Business Solutions	101-208-751.000	4.23
06/21	06/23/2021	93450	Dunn's Business Solutions	101-257-751.000	3.02
06/21	06/23/2021	93450	Dunn's Business Solutions	101-215-751.000	3.63
06/21	06/23/2021	93450	Dunn's Business Solutions	101-345-751.000	15.71
06/21	06/23/2021	93450	Dunn's Business Solutions	101-400-751.000	3.02
06/21	06/23/2021	93450	Dunn's Business Solutions	101-441-751.000	9.06
06/21	06/23/2021	93450	Dunn's Business Solutions	101-770-751.000	1.81
06/21	06/23/2021	93450	Dunn's Business Solutions	101-773-775.000	.60
06/21	06/23/2021	93450	Dunn's Business Solutions	101-756-751.000	6.04
06/21	06/23/2021	93450	Dunn's Business Solutions	101-789-751.000	1.23
06/21	06/23/2021	93451	Emmet Co. Dept of Public Works	101-528-802.000	10,750.52
06/21	06/23/2021	93452	Environmental Resource Assoc.	592-553-802.000	329.89
06/21	06/23/2021	93453	Evergreen Lawn Care	204-444-802.000	784.00
06/21	06/23/2021	93453	Evergreen Lawn Care	514-587-802.000	588.00
06/21	06/23/2021	93453	Evergreen Lawn Care	101-770-802.000	588.00
06/21	06/23/2021	93453	Evergreen Lawn Care	582-586-802.000	450.00
06/21	06/23/2021	93454	Fettig's Landscaping Inc.	101-770-802.000	2,049.51
06/21	06/23/2021	93454	Fettig's Landscaping Inc.	101-265-802.000	137.84
06/21	06/23/2021	93454	Fettig's Landscaping Inc.	202-467-802.000	922.90
06/21	06/23/2021	93455	Gale/Cengage Learning	271-790-760.000	27.19
06/21	06/23/2021	93455	Gale/Cengage Learning	271-790-760.000	59.18
06/21	06/23/2021	93456	Ginop Sales Inc.	661-598-786.000	6,000.00
06/21	06/23/2021	93457	Gordon Construction	101-770-970.000	4,113.00

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06/21	06/23/2021	93458	Gordon Food Service	101-789-775.000	30.45
06/21	06/23/2021	93458	Gordon Food Service	101-756-808.010	35.55
06/21	06/23/2021	93458	Gordon Food Service	101-756-808.010	7.38
06/21	06/23/2021	93459	Grand Unity Event Center	101-262-802.000	2,050.00
06/21	06/23/2021	93460	Great Lakes Energy	592-538-920.000	52.79
06/21	06/23/2021	93460	Great Lakes Energy	592-558-920.000	57.46
06/21	06/23/2021	93460	Great Lakes Energy	101-345-920.100	280.75
06/21	06/23/2021	93460	Great Lakes Energy	592-538-920.000	83.90
06/21	06/23/2021	93460	Great Lakes Energy	592-558-920.000	63.94
06/21	06/23/2021	93461	GRP Engineering Inc.	582-588-802.000	1,826.00
06/21	06/23/2021	93461	GRP Engineering Inc.	582-588-802.000	4,027.60
06/21	06/23/2021	93462	Hart, Tyler	101-770-767.000	466.31
06/21	06/23/2021	93463	Haviland Products Company	592-551-783.000	5,350.04
06/21	06/23/2021	93464	Hubbell Roth & Clark Inc.	592-560-802.000	2,828.38
06/21	06/23/2021	93465	Integrity Business Solutions	514-587-802.100	20.54
06/21	06/23/2021	93466	K & J Septic Service LLC	101-770-802.000	680.00
06/21	06/23/2021	93467	K & L Plumbing and Heating LLC	101-789-802.000	863.30
06/21	06/23/2021	93467	K & L Plumbing and Heating LLC	101-789-802.000	1,844.97
06/21	06/23/2021	93468	Kelts Co. Inc.	271-790-930.000	5,683.00
06/21	06/23/2021	93469	Kennedy Industries Inc.	592-542-775.000	1,030.92
06/21	06/23/2021	93470	Little Traverse Disposal	101-528-802.000	7,930.00
06/21	06/23/2021	93471	Lowery Underground Service	582-586-802.000	1,320.00
06/21	06/23/2021	93471	Lowery Underground Service	582-598-802.000	630.00
06/21	06/23/2021	93471	Lowery Underground Service	582-020-360.000	11,468.42
06/21	06/23/2021	93471	Lowery Underground Service	582-598-802.000	8,147.83
06/21	06/23/2021	93472	McCardel Culligan	514-587-802.100	8.00
06/21	06/23/2021	93472	McCardel Culligan	514-587-802.100	8.00
06/21	06/23/2021	93472	McCardel Culligan	514-587-802.100	8.00
06/21	06/23/2021	93472	McCardel Culligan	514-587-802.100	8.00
06/21	06/23/2021	93472	McCardel Culligan	514-587-802.100	8.00
06/21	06/23/2021	93472	McCardel Culligan	514-587-802.100	8.00
06/21	06/23/2021	93472	McCardel Culligan	514-587-802.100	8.00
06/21	06/23/2021	93472	McCardel Culligan	514-587-802.100	8.00
06/21	06/23/2021	93472	McCardel Culligan	514-587-802.100	8.00
06/21	06/23/2021	93472	McCardel Culligan	514-587-802.100	8.00
06/21	06/23/2021	93472	McCardel Culligan	514-587-802.100	2.50-
06/21	06/23/2021	93472	McCardel Culligan	514-587-802.100	46.25
06/21	06/23/2021	93472	McCardel Culligan	514-587-802.100	41.00
06/21	06/23/2021	93473	McLaren Northern Mich Hospital	101-345-802.000	15.60
06/21	06/23/2021	93474	Meengs, William	101-257-802.200	200.00
06/21	06/23/2021	93475	MerriKay Johnston	101-345-985.000	1,100.00
06/21	06/23/2021	93476	Michigan Officeways Inc.	271-790-751.000	79.48
06/21	06/23/2021	93476	Michigan Officeways Inc.	101-345-751.000	143.97
06/21	06/23/2021	93477	Midwest Tape	271-790-761.000	57.99
06/21	06/23/2021	93477	Midwest Tape	271-790-761.000	13.49
06/21	06/23/2021	93478	Mitchell Graphics Inc.	248-739-880.600	7,270.09
06/21	06/23/2021	93479	Municipal Code Corporation	101-215-802.000	275.00
06/21	06/23/2021	93480	Nachtrab, Joseph	101-257-802.200	150.00
06/21	06/23/2021	93481	North Country IT	271-790-802.000	388.16
06/21	06/23/2021	93482	Northern A-1 Environmental Services	203-469-802.000	1,560.00
06/21	06/23/2021	93482	Northern A-1 Environmental Services	202-469-802.000	1,560.00
06/21	06/23/2021	93482	Northern A-1 Environmental Services	202-469-802.000	1,508.00
06/21	06/23/2021	93482	Northern A-1 Environmental Services	203-469-802.000	1,508.00
06/21	06/23/2021	93483	NORTHERN MICH. DUST CONTROL	101-770-802.000	1,360.00
06/21	06/23/2021	93484	Onsite CPR Solutions LLC	101-756-912.000	240.00



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06/21	06/23/2021	93485	Peak Technologies, Inc.	271-790-751.000	73.09
06/21	06/23/2021	93486	Performance Painting	592-554-802.000	2,450.00
06/21	06/23/2021	93487	Plunkett Cooney	101-266-802.000	80.48
06/21	06/23/2021	93487	Plunkett Cooney	204-481-802.000	80.48
06/21	06/23/2021	93487	Plunkett Cooney	582-588-802.000	80.48
06/21	06/23/2021	93487	Plunkett Cooney	592-549-802.000	80.48
06/21	06/23/2021	93487	Plunkett Cooney	592-560-802.000	80.48
06/21	06/23/2021	93487	Plunkett Cooney	101-266-802.000	875.10
06/21	06/23/2021	93487	Plunkett Cooney	101-266-802.000	140.00
06/21	06/23/2021	93487	Plunkett Cooney	101-266-802.000	2,350.00
06/21	06/23/2021	93487	Plunkett Cooney	101-266-802.000	50.00
06/21	06/23/2021	93487	Plunkett Cooney	101-266-802.000	4,590.00
06/21	06/23/2021	93487	Plunkett Cooney	592-560-802.000	11.03
06/21	06/23/2021	93487	Plunkett Cooney	101-266-802.000	11.03
06/21	06/23/2021	93487	Plunkett Cooney	204-481-802.000	11.03
06/21	06/23/2021	93487	Plunkett Cooney	582-588-802.000	11.03
06/21	06/23/2021	93487	Plunkett Cooney	592-549-802.000	11.03
06/21	06/23/2021	93487	Plunkett Cooney	101-266-802.000	119.85
06/21	06/23/2021	93488	Power Line Supply	582-588-785.000	31.50
06/21	06/23/2021	93488	Power Line Supply	582-010-111.000	2,167.20
06/21	06/23/2021	93488	Power Line Supply	582-586-775.000	130.00
06/21	06/23/2021	93488	Power Line Supply	582-010-111.000	3,070.00
06/21	06/23/2021	93488	Power Line Supply	592-545-775.000	140.00
06/21	06/23/2021	93488	Power Line Supply	582-010-111.000	2,167.20
06/21	06/23/2021	93488	Power Line Supply	582-010-111.000	4,799.64
06/21	06/23/2021	93489	Proclean North	582-593-930.000	1,330.00
06/21	06/23/2021	93490	Quality First Aid & Safety Inc.	582-593-930.000	103.96
06/21	06/23/2021	93490	Quality First Aid & Safety Inc.	582-584-802.000	103.96
06/21	06/23/2021	93491	QUALITY SERVICED TOOLS	101-770-775.000	217.83
06/21	06/23/2021	93492	Renkes, Tom	248-739-880.200	150.00
06/21	06/23/2021	93493	Royal Tire	661-598-931.000	93.95
06/21	06/23/2021	93493	Royal Tire	661-598-931.000	34.19
06/21	06/23/2021	93494	RS Technical Services Inc.	592-551-775.000	375.67
06/21	06/23/2021	93495	SiteOne Landscape Supply	101-754-775.000	288.27
06/21	06/23/2021	93495	SiteOne Landscape Supply	101-789-775.000	20.23
06/21	06/23/2021	93495	SiteOne Landscape Supply	101-754-775.000	314.26
06/21	06/23/2021	93495	SiteOne Landscape Supply	101-756-775.000	536.76
06/21	06/23/2021	93496	Skip's Petoskey Glass Inc.	101-265-930.000	206.61
06/21	06/23/2021	93497	Spok	204-481-850.000	37.67
06/21	06/23/2021	93497	Spok	582-588-850.000	37.67
06/21	06/23/2021	93497	Spok	592-560-850.000	37.67
06/21	06/23/2021	93497	Spok	592-549-850.000	37.68
06/21	06/23/2021	93497	Spok	661-598-850.000	37.68
06/21	06/23/2021	93498	Standard Electric Company	582-010-111.000	30,732.52
06/21	06/23/2021	93498	Standard Electric Company	582-081-682.000	56.91-
06/21	06/23/2021	93498	Standard Electric Company	582-588-785.000	30.56
06/21	06/23/2021	93498	Standard Electric Company	592-545-775.000	200.15
06/21	06/23/2021	93498	Standard Electric Company	582-590-775.000	107.91
06/21	06/23/2021	93498	Standard Electric Company	582-590-775.000	478.36
06/21	06/23/2021	93499	Taylor Rental Center	101-773-931.000	289.04
06/21	06/23/2021	93500	Thru Glass Window Cleaning	514-587-802.100	25.00
06/21	06/23/2021	93501	Traffic & Safety Control Systems Inc.	514-587-802.000	81.00
06/21	06/23/2021	93502	Van's Business Machines	271-790-931.000	198.51
06/21	06/23/2021	93503	VARNUM LLP	582-588-802.000	471.50
06/21	06/23/2021	93504	Verdin Company, The	101-770-802.000	553.00
06/21	06/23/2021	93505	VSP	101-172-724.000	26.88

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06/21	06/23/2021	93505	VSP	101-201-724.000	66.64
06/21	06/23/2021	93505	VSP	101-208-724.000	13.44
06/21	06/23/2021	93505	VSP	101-215-724.000	10.64
06/21	06/23/2021	93505	VSP	101-265-724.000	11.98
06/21	06/23/2021	93505	VSP	101-268-724.000	23.32
06/21	06/23/2021	93505	VSP	592-549-724.000	145.88
06/21	06/23/2021	93505	VSP	592-560-724.000	34.44
06/21	06/23/2021	93505	VSP	701-000-230.110	39.76
06/21	06/23/2021	93505	VSP	101-773-724.000	8.06
06/21	06/23/2021	93505	VSP	101-789-724.000	15.62
06/21	06/23/2021	93505	VSP	204-481-724.000	66.64
06/21	06/23/2021	93505	VSP	271-790-724.000	114.80
06/21	06/23/2021	93505	VSP	514-587-724.000	42.56
06/21	06/23/2021	93505	VSP	582-588-724.000	95.76
06/21	06/23/2021	93505	VSP	101-345-724.000	442.97
06/21	06/23/2021	93505	VSP	101-400-724.000	13.89
06/21	06/23/2021	93505	VSP	101-441-724.000	64.74
06/21	06/23/2021	93505	VSP	101-754-724.000	13.24
06/21	06/23/2021	93505	VSP	101-756-724.000	31.42
06/21	06/23/2021	93505	VSP	101-770-724.000	65.24
06/21	06/23/2021	93506	Walters Sharpening Service Inc.	661-598-931.000	72.00
06/21	06/23/2021	93506	Walters Sharpening Service Inc.	101-770-985.000	6.00
06/21	06/23/2021	93507	WESCO RECEIVABLES CORP.	582-586-775.000	170.00
06/21	06/23/2021	93508	WILLSON'S GARDEN CENTER	101-789-775.000	72.00
06/21	06/23/2021	93509	Wurster, Joel	101-257-802.200	200.00
06/21	06/23/2021	93510	BILLER PRESS	101-789-802.000	348.43
06/21	06/23/2021	93510	BILLER PRESS	101-789-775.000	262.99
06/21	06/23/2021	93511	CCE CENTRAL DISPATCH AUTHORITY	101-345-985.000	17,456.52
06/21	06/23/2021	93512	Great Lakes Pipe & Supply	101-268-930.000	70.28
06/21	06/23/2021	93512	Great Lakes Pipe & Supply	101-770-775.000	112.94
06/21	06/23/2021	93512	Great Lakes Pipe & Supply	101-268-775.000	86.89
06/21	06/23/2021	93513	LaFontaine Chrysler Dodge Jeep	661-020-142.000	30,361.00
06/21	06/23/2021	93513	LaFontaine Chrysler Dodge Jeep	661-020-142.000	30,361.00
06/21	06/30/2021	93520	Amazon Credit Plan	271-790-761.200	38.00
06/21	06/30/2021	93520	Amazon Credit Plan	271-790-761.200	49.88
06/21	06/30/2021	93520	Amazon Credit Plan	271-790-958.200	31.73
06/21	06/30/2021	93520	Amazon Credit Plan	271-790-752.000	63.96
06/21	06/30/2021	93520	Amazon Credit Plan	271-790-958.000	76.90
06/21	06/30/2021	93520	Amazon Credit Plan	271-790-958.200	48.59
06/21	06/30/2021	93520	Amazon Credit Plan	271-790-958.200	18.99
06/21	06/30/2021	93520	Amazon Credit Plan	271-790-958.200	38.99
06/21	06/30/2021	93521	American Water Works Assoc.	592-549-915.000	83.00
06/21	06/30/2021	93522	AT&T	271-790-850.000	251.29
06/21	06/30/2021	93523	Carter's Imagewear & Awards	101-770-767.000	252.00
06/21	06/30/2021	93524	Central Michigan Hardscapes	204-444-802.000	2,781.00
06/21	06/30/2021	93525	Cummins Bridgeway LLC	592-542-802.000	278.10
06/21	06/30/2021	93525	Cummins Bridgeway LLC	592-558-802.000	188.68
06/21	06/30/2021	93525	Cummins Bridgeway LLC	592-558-802.000	188.68
06/21	06/30/2021	93525	Cummins Bridgeway LLC	592-555-802.000	527.08
06/21	06/30/2021	93525	Cummins Bridgeway LLC	592-537-802.000	645.23
06/21	06/30/2021	93525	Cummins Bridgeway LLC	592-537-802.000	529.61
06/21	06/30/2021	93525	Cummins Bridgeway LLC	592-555-802.000	538.75
06/21	06/30/2021	93525	Cummins Bridgeway LLC	592-537-802.000	278.10
06/21	06/30/2021	93526	Demco	271-790-751.000	87.74
06/21	06/30/2021	93527	Derrer Oil Co.	661-598-759.000	2,626.54
06/21	06/30/2021	93528	Emmet Co. Dept of Public Works	101-789-802.000	100.00

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06/21	06/30/2021	93529	Emmet County Sheriff's Office	101-345-915.000	600.00
06/21	06/30/2021	93530	Ginop Sales Inc.	661-020-140.000	6,186.00
06/21	06/30/2021	93531	GIVE 'EM A BRAKE SAFETY	203-451-802.000	1,875.00
06/21	06/30/2021	93531	GIVE 'EM A BRAKE SAFETY	203-451-802.000	2,025.00
06/21	06/30/2021	93532	Great Lakes Environmental Center Inc.	592-554-802.000	1,400.00
06/21	06/30/2021	93533	Haley's Plumbing & Heating	592-547-802.000	120.00
06/21	06/30/2021	93533	Haley's Plumbing & Heating	592-542-802.000	360.00
06/21	06/30/2021	93534	Haviland Products Company	592-551-783.000	5,430.57
06/21	06/30/2021	93534	Haviland Products Company	592-551-783.000	10,008.00
06/21	06/30/2021	93535	Himebauch, Kelly L	271-790-802.000	150.00
06/21	06/30/2021	93536	Howard, Lisa Lynn	271-790-958.100	125.00
06/21	06/30/2021	93537	Huntington National Bank	592-566-992.000	67,412.50
06/21	06/30/2021	93537	Huntington National Bank	592-566-992.000	53,625.00
06/21	06/30/2021	93538	HydroCorp	592-545-802.000	1,768.00
06/21	06/30/2021	93539	Idexx Distribution Inc.	592-553-775.000	2,226.25
06/21	06/30/2021	93540	K & J Septic Service LLC	592-025-343.000	225.00
06/21	06/30/2021	93540	K & J Septic Service LLC	592-555-802.000	325.00
06/21	06/30/2021	93541	Kring Chevrolet Cadillac, Dave	661-598-932.000	345.99
06/21	06/30/2021	93541	Kring Chevrolet Cadillac, Dave	661-598-932.000	45.05
06/21	06/30/2021	93541	Kring Chevrolet Cadillac, Dave	661-598-932.000	2.33-
06/21	06/30/2021	93542	KSS Enterprises	101-265-775.000	144.50
06/21	06/30/2021	93543	Lynn Auto Parts Inc.	582-586-775.000	1.72
06/21	06/30/2021	93543	Lynn Auto Parts Inc.	582-586-775.000	49.80
06/21	06/30/2021	93543	Lynn Auto Parts Inc.	592-545-775.000	18.73
06/21	06/30/2021	93543	Lynn Auto Parts Inc.	101-345-775.000	33.53
06/21	06/30/2021	93543	Lynn Auto Parts Inc.	661-598-932.000	243.90
06/21	06/30/2021	93543	Lynn Auto Parts Inc.	592-545-775.000	18.73
06/21	06/30/2021	93543	Lynn Auto Parts Inc.	661-010-111.000	10.27
06/21	06/30/2021	93543	Lynn Auto Parts Inc.	661-598-759.000	68.49
06/21	06/30/2021	93543	Lynn Auto Parts Inc.	661-598-932.000	11.68
06/21	06/30/2021	93543	Lynn Auto Parts Inc.	661-598-932.000	26.69
06/21	06/30/2021	93543	Lynn Auto Parts Inc.	661-598-932.000	50.00-
06/21	06/30/2021	93543	Lynn Auto Parts Inc.	661-010-111.000	5.10
06/21	06/30/2021	93543	Lynn Auto Parts Inc.	592-555-775.000	136.09
06/21	06/30/2021	93543	Lynn Auto Parts Inc.	101-345-775.000	44.12
06/21	06/30/2021	93544	Mead & Hunt	592-556-802.000	830.00
06/21	06/30/2021	93545	Meyer Ace Hardware	582-586-775.000	6.29
06/21	06/30/2021	93545	Meyer Ace Hardware	582-586-775.000	16.19
06/21	06/30/2021	93545	Meyer Ace Hardware	514-587-802.100	12.39
06/21	06/30/2021	93545	Meyer Ace Hardware	101-770-775.000	25.16
06/21	06/30/2021	93545	Meyer Ace Hardware	101-773-775.000	3.23
06/21	06/30/2021	93545	Meyer Ace Hardware	661-598-785.000	3.60
06/21	06/30/2021	93545	Meyer Ace Hardware	514-587-802.100	24.28
06/21	06/30/2021	93545	Meyer Ace Hardware	514-587-775.000	978.40
06/21	06/30/2021	93545	Meyer Ace Hardware	101-268-930.000	13.55
06/21	06/30/2021	93545	Meyer Ace Hardware	582-586-775.000	5.38
06/21	06/30/2021	93545	Meyer Ace Hardware	101-268-930.000	5.93
06/21	06/30/2021	93545	Meyer Ace Hardware	101-773-931.000	2.80
06/21	06/30/2021	93545	Meyer Ace Hardware	101-773-775.000	49.99
06/21	06/30/2021	93545	Meyer Ace Hardware	101-265-930.000	19.76
06/21	06/30/2021	93545	Meyer Ace Hardware	592-546-775.000	1.72
06/21	06/30/2021	93545	Meyer Ace Hardware	514-587-775.000	20.67
06/21	06/30/2021	93545	Meyer Ace Hardware	101-789-775.000	53.99
06/21	06/30/2021	93545	Meyer Ace Hardware	592-549-785.000	15.29
06/21	06/30/2021	93545	Meyer Ace Hardware	101-770-775.000	181.75
06/21	06/30/2021	93545	Meyer Ace Hardware	271-790-751.000	26.81

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06/21	06/30/2021	93545	Meyer Ace Hardware	271-790-752.000	38.00
06/21	06/30/2021	93545	Meyer Ace Hardware	101-754-775.000	48.35
06/21	06/30/2021	93545	Meyer Ace Hardware	202-469-775.000	11.69
06/21	06/30/2021	93545	Meyer Ace Hardware	101-770-775.000	17.99
06/21	06/30/2021	93545	Meyer Ace Hardware	101-268-775.000	16.18
06/21	06/30/2021	93545	Meyer Ace Hardware	514-587-802.100	3.99
06/21	06/30/2021	93545	Meyer Ace Hardware	101-789-931.000	43.16
06/21	06/30/2021	93545	Meyer Ace Hardware	514-587-802.100	6.29
06/21	06/30/2021	93545	Meyer Ace Hardware	101-265-775.000	26.99
06/21	06/30/2021	93545	Meyer Ace Hardware	271-790-752.000	44.06
06/21	06/30/2021	93545	Meyer Ace Hardware	101-773-775.000	45.86
06/21	06/30/2021	93545	Meyer Ace Hardware	661-598-931.000	251.96
06/21	06/30/2021	93545	Meyer Ace Hardware	101-773-775.000	17.99
06/21	06/30/2021	93545	Meyer Ace Hardware	101-773-931.000	21.53
06/21	06/30/2021	93545	Meyer Ace Hardware	592-546-775.000	107.96
06/21	06/30/2021	93545	Meyer Ace Hardware	582-586-775.000	25.18
06/21	06/30/2021	93546	Michigan Library Association	271-790-915.000	85.00
06/21	06/30/2021	93547	MIDWEST COLLABORATIVE	271-790-915.000	125.00
06/21	06/30/2021	93548	North Central Laboratories	592-553-775.000	1,252.26
06/21	06/30/2021	93549	Operations Services	592-555-802.000	2,911.88
06/21	06/30/2021	93550	Pauls Meter Testing LLC	582-592-802.000	1,074.60
06/21	06/30/2021	93551	Power Line Supply	582-588-785.000	238.00
06/21	06/30/2021	93551	Power Line Supply	582-586-775.000	48.00
06/21	06/30/2021	93551	Power Line Supply	582-010-111.000	7,371.18
06/21	06/30/2021	93552	Pure Technologies U.S. Inc.	592-544-802.000	21,850.00
06/21	06/30/2021	93552	Pure Technologies U.S. Inc.	592-544-802.000	22,600.00
06/21	06/30/2021	93553	R.W. MERCER CO INC.	101-789-802.000	1,477.77
06/21	06/30/2021	93554	Root Mechanical LLC	592-558-802.000	2,660.00
06/21	06/30/2021	93555	Rostar Concrete	204-444-802.000	1,400.00
06/21	06/30/2021	93556	Scholastic Inc.	271-790-760.000	123.80
06/21	06/30/2021	93557	Seton	202-475-775.000	1,744.59
06/21	06/30/2021	93558	SiteOne Landscape Supply	101-770-775.000	245.08
06/21	06/30/2021	93558	SiteOne Landscape Supply	101-754-775.000	13.48
06/21	06/30/2021	93558	SiteOne Landscape Supply	101-754-775.000	44.06
06/21	06/30/2021	93558	SiteOne Landscape Supply	101-754-775.000	77.98
06/21	06/30/2021	93558	SiteOne Landscape Supply	101-754-775.000	49.96
06/21	06/30/2021	93558	SiteOne Landscape Supply	101-770-775.000	159.16
06/21	06/30/2021	93558	SiteOne Landscape Supply	101-754-775.000	57.36
06/21	06/30/2021	93558	SiteOne Landscape Supply	101-789-775.000	15.08
06/21	06/30/2021	93558	SiteOne Landscape Supply	101-770-775.000	143.89
06/21	06/30/2021	93558	SiteOne Landscape Supply	101-770-775.000	40.49
06/21	06/30/2021	93558	SiteOne Landscape Supply	101-770-775.000	62.00
06/21	06/30/2021	93559	Standard Electric Company	592-558-775.000	73.33
06/21	06/30/2021	93559	Standard Electric Company	582-010-111.000	101.54
06/21	06/30/2021	93559	Standard Electric Company	582-082-682.000	1.02-
06/21	06/30/2021	93559	Standard Electric Company	582-010-111.000	67.69
06/21	06/30/2021	93559	Standard Electric Company	582-082-682.000	.68-
06/21	06/30/2021	93560	Staples Advantage	101-172-751.000	37.70
06/21	06/30/2021	93560	Staples Advantage	101-201-751.000	37.70
06/21	06/30/2021	93560	Staples Advantage	101-208-751.000	26.39
06/21	06/30/2021	93560	Staples Advantage	101-257-751.000	18.85
06/21	06/30/2021	93560	Staples Advantage	101-215-751.000	22.62
06/21	06/30/2021	93560	Staples Advantage	101-345-751.000	98.01
06/21	06/30/2021	93560	Staples Advantage	582-588-751.000	48.43
06/21	06/30/2021	93560	Staples Advantage	101-400-751.000	18.85
06/21	06/30/2021	93560	Staples Advantage	101-441-751.000	56.54

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06/21	06/30/2021	93560	Staples Advantage	101-770-751.000	11.31
06/21	06/30/2021	93560	Staples Advantage	101-773-775.000	3.77
06/21	06/30/2021	93560	Staples Advantage	101-756-751.000	37.70
06/21	06/30/2021	93560	Staples Advantage	101-789-751.000	7.52
06/21	06/30/2021	93561	State of Michigan Dept of Transportation	592-020-342.000	16,990.00
06/21	06/30/2021	93561	State of Michigan Dept of Transportation	592-025-343.000	19,360.74
06/21	06/30/2021	93561	State of Michigan Dept of Transportation	582-020-360.000	3,161.00
06/21	06/30/2021	93562	T2 Systems Canada Inc.	514-587-802.000	165.00
06/21	06/30/2021	93562	T2 Systems Canada Inc.	514-587-802.000	165.00
06/21	06/30/2021	93562	T2 Systems Canada Inc.	514-587-802.000	165.00
06/21	06/30/2021	93562	T2 Systems Canada Inc.	514-587-802.000	165.00
06/21	06/30/2021	93562	T2 Systems Canada Inc.	514-587-802.000	165.00
06/21	06/30/2021	93562	T2 Systems Canada Inc.	514-587-802.000	165.00
06/21	06/30/2021	93562	T2 Systems Canada Inc.	514-587-802.000	165.00
06/21	06/30/2021	93563	Thru Glass Window Cleaning	514-587-802.100	25.00
06/21	06/30/2021	93564	Trace Analytical Laboratories LLC	592-551-806.000	633.00
06/21	06/30/2021	93565	Truck & Trailer Specialties	661-020-142.000	73,756.00
06/21	06/30/2021	93566	True Pest Control	101-770-802.000	875.00
06/21	06/30/2021	93566	True Pest Control	101-773-802.000	438.00
06/21	06/30/2021	93566	True Pest Control	101-789-802.000	437.00
06/21	06/30/2021	93567	USA Blue Book	592-540-775.000	32.30
06/21	06/30/2021	93567	USA Blue Book	592-551-775.000	41.61
06/21	06/30/2021	93567	USA Blue Book	592-545-775.000	268.34
06/21	06/30/2021	93568	USIO	514-587-802.000	28.28
06/21	06/30/2021	93569	Valley City Linen	271-790-752.000	25.00
06/21	06/30/2021	93569	Valley City Linen	271-790-752.000	25.00
06/21	06/30/2021	93569	Valley City Linen	271-790-752.000	25.00
06/21	06/30/2021	93569	Valley City Linen	271-790-752.000	25.00
06/21	06/30/2021	93570	Van's Business Machines	514-587-802.000	149.35
06/21	06/30/2021	93571	W.W. Fairbairn & Sons	101-773-775.000	7.79
06/21	06/30/2021	93571	W.W. Fairbairn & Sons	101-773-775.000	264.08
06/21	06/30/2021	93571	W.W. Fairbairn & Sons	101-773-775.000	8.79
06/21	06/30/2021	93571	W.W. Fairbairn & Sons	101-773-775.000	6.29
06/21	06/30/2021	93572	Wild Flowers	202-469-802.000	974.91
06/21	06/30/2021	93573	Windemuller	592-537-802.000	1,260.15
06/21	06/30/2021	93573	Windemuller	592-558-802.000	120.00
06/21	06/30/2021	93573	Windemuller	592-537-802.000	320.00
07/21	07/07/2021	93600	5 Alarm Fire & Safety Equipment	101-345-802.000	2,724.80
07/21	07/07/2021	93601	5H Irrigation & Maintenance	101-528-802.000	3,442.50
07/21	07/07/2021	93602	AICPA (Payment - Dues)	101-215-915.000	295.00
07/21	07/07/2021	93603	All-Phase Electric Supply	101-773-775.000	205.02
07/21	07/07/2021	93603	All-Phase Electric Supply	101-789-775.000	64.43
07/21	07/07/2021	93603	All-Phase Electric Supply	582-586-775.000	46.68
07/21	07/07/2021	93604	Alro Steel Corporation	582-586-775.000	468.90
07/21	07/07/2021	93605	Amazon Capital Services	101-345-775.000	879.94
07/21	07/07/2021	93606	APX INC.	582-588-915.000	52.67
07/21	07/07/2021	93607	ASCOMNORTH Inc.	101-770-985.000	706.00
07/21	07/07/2021	93608	AT&T	101-345-850.000	5.19
07/21	07/07/2021	93608	AT&T	582-588-850.000	74.90
07/21	07/07/2021	93608	AT&T	582-593-850.000	29.96
07/21	07/07/2021	93608	AT&T	592-549-850.000	44.94
07/21	07/07/2021	93608	AT&T	592-560-850.000	44.96
07/21	07/07/2021	93608	AT&T	592-558-920.000	659.91
07/21	07/07/2021	93608	AT&T	592-555-920.000	331.69
07/21	07/07/2021	93608	AT&T	101-345-850.000	82.39
07/21	07/07/2021	93608	AT&T	101-400-850.000	37.45
07/21	07/07/2021	93608	AT&T	101-756-850.000	44.94

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07/21	07/07/2021	93608	AT&T	101-441-850.000	67.41
07/21	07/07/2021	93608	AT&T	204-481-850.000	22.47
07/21	07/07/2021	93608	AT&T	204-481-850.000	22.47
07/21	07/07/2021	93608	AT&T	101-172-850.000	112.35
07/21	07/07/2021	93608	AT&T	101-201-850.000	59.92
07/21	07/07/2021	93608	AT&T	101-208-850.000	37.45
07/21	07/07/2021	93608	AT&T	101-257-850.000	37.45
07/21	07/07/2021	93608	AT&T	101-215-850.000	29.96
07/21	07/07/2021	93608	AT&T	592-560-850.000	79.43
07/21	07/07/2021	93608	AT&T	592-560-850.000	86.32
07/21	07/07/2021	93608	AT&T	592-558-920.000	83.20
07/21	07/07/2021	93608	AT&T	592-538-850.000	79.43
07/21	07/07/2021	93608	AT&T	592-538-850.000	79.43
07/21	07/07/2021	93609	Atchison Paper & Supply	271-790-751.000	93.12
07/21	07/07/2021	93610	Barrette, Terry	204-481-850.000	120.00
07/21	07/07/2021	93611	BARTA, LEE	101-756-808.120	80.00
07/21	07/07/2021	93612	Bek, Sarah	101-172-850.000	120.00
07/21	07/07/2021	93613	Belmonte, Antonio	101-345-915.000	25.00
07/21	07/07/2021	93614	Blackman, Tina	101-756-808.140	4,232.18
07/21	07/07/2021	93615	Blarney Castle Oil Co.	101-789-772.000	8,521.81
07/21	07/07/2021	93615	Blarney Castle Oil Co.	101-789-772.000	6,630.95
07/21	07/07/2021	93615	Blarney Castle Oil Co.	101-789-772.000	5,048.87
07/21	07/07/2021	93615	Blarney Castle Oil Co.	101-789-772.000	8,578.21
07/21	07/07/2021	93616	Bobcat of Lansing	661-020-140.000	58,458.20
07/21	07/07/2021	93617	Bradford Master Dry Cleaners	101-345-775.000	369.15
07/21	07/07/2021	93618	Breed, Matthew	101-345-850.000	120.00
07/21	07/07/2021	93619	C. C. Unlimited LLC	661-598-932.000	5,691.87
07/21	07/07/2021	93620	Capstone Press Inc.	271-790-760.100	155.93
07/21	07/07/2021	93621	CCP Industries Inc.	582-586-775.000	341.87
07/21	07/07/2021	93622	Central Michigan Hardscapes	204-444-802.000	5,589.75
07/21	07/07/2021	93623	Char-Em United Way	701-000-230.800	51.50
07/21	07/07/2021	93624	Cintas Corp #729	592-544-802.000	45.45
07/21	07/07/2021	93624	Cintas Corp #729	582-593-930.000	33.72
07/21	07/07/2021	93624	Cintas Corp #729	204-481-767.000	67.25
07/21	07/07/2021	93624	Cintas Corp #729	582-588-767.000	59.06
07/21	07/07/2021	93624	Cintas Corp #729	592-560-767.000	34.50
07/21	07/07/2021	93624	Cintas Corp #729	592-549-767.000	34.50
07/21	07/07/2021	93624	Cintas Corp #729	582-593-930.000	9.07
07/21	07/07/2021	93624	Cintas Corp #729	204-481-767.000	67.19
07/21	07/07/2021	93624	Cintas Corp #729	582-588-767.000	212.05
07/21	07/07/2021	93624	Cintas Corp #729	592-560-767.000	34.46
07/21	07/07/2021	93624	Cintas Corp #729	592-549-767.000	34.47
07/21	07/07/2021	93625	CITY OF PETOSKEY - DMB	248-086-689.000	825.00
07/21	07/07/2021	93626	CITY TREAS. FOR UTILITY BILLS	101-265-920.000	1,355.70
07/21	07/07/2021	93626	CITY TREAS. FOR UTILITY BILLS	101-268-920.000	1,843.76
07/21	07/07/2021	93626	CITY TREAS. FOR UTILITY BILLS	101-345-920.000	3,822.82
07/21	07/07/2021	93626	CITY TREAS. FOR UTILITY BILLS	101-345-920.100	982.97
07/21	07/07/2021	93626	CITY TREAS. FOR UTILITY BILLS	101-754-920.000	321.58
07/21	07/07/2021	93626	CITY TREAS. FOR UTILITY BILLS	101-770-920.000	5,246.18
07/21	07/07/2021	93626	CITY TREAS. FOR UTILITY BILLS	582-586-920.000	38.82
07/21	07/07/2021	93626	CITY TREAS. FOR UTILITY BILLS	582-593-920.000	1,656.01
07/21	07/07/2021	93626	CITY TREAS. FOR UTILITY BILLS	592-538-920.000	12,626.02
07/21	07/07/2021	93626	CITY TREAS. FOR UTILITY BILLS	592-542-920.000	38.82
07/21	07/07/2021	93626	CITY TREAS. FOR UTILITY BILLS	592-551-920.000	12,308.29
07/21	07/07/2021	93626	CITY TREAS. FOR UTILITY BILLS	592-555-920.000	901.55
07/21	07/07/2021	93626	CITY TREAS. FOR UTILITY BILLS	101-773-920.000	2,377.12

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07/21	07/07/2021	93626	CITY TREAS. FOR UTILITY BILLS	101-789-920.000	1,390.46
07/21	07/07/2021	93626	CITY TREAS. FOR UTILITY BILLS	204-448-920.000	2,800.00
07/21	07/07/2021	93626	CITY TREAS. FOR UTILITY BILLS	271-790-920.000	3,065.29
07/21	07/07/2021	93626	CITY TREAS. FOR UTILITY BILLS	514-587-802.100	45.91
07/21	07/07/2021	93626	CITY TREAS. FOR UTILITY BILLS	514-587-920.000	190.33
07/21	07/07/2021	93627	Clemens, Tom	101-756-808.120	80.00
07/21	07/07/2021	93628	Conti, Joseph	101-268-850.000	120.00
07/21	07/07/2021	93629	Cook, Jerald P	101-756-808.120	80.00
07/21	07/07/2021	93630	Cummins Bridgeway LLC	592-559-802.000	414.31
07/21	07/07/2021	93631	David L Hoffman Landscaping & Nursery	101-770-775.000	165.00
07/21	07/07/2021	93632	Davis, Jeff	582-588-850.000	120.00
07/21	07/07/2021	93633	Dell Marketing L.P.	101-265-775.000	460.46
07/21	07/07/2021	93633	Dell Marketing L.P.	101-268-775.000	1,000.00
07/21	07/07/2021	93634	Derrer Oil Co.	661-598-759.000	2,054.56
07/21	07/07/2021	93635	Drader, Darold Gene	101-756-808.120	80.00
07/21	07/07/2021	93636	Drost Landscape	204-470-802.000	1,024.32
07/21	07/07/2021	93637	Dunn's Business Solutions	204-481-751.000	17.96
07/21	07/07/2021	93637	Dunn's Business Solutions	582-593-751.000	17.97
07/21	07/07/2021	93637	Dunn's Business Solutions	582-588-751.000	17.97
07/21	07/07/2021	93637	Dunn's Business Solutions	592-549-751.000	17.97
07/21	07/07/2021	93637	Dunn's Business Solutions	592-560-751.000	17.97
07/21	07/07/2021	93637	Dunn's Business Solutions	661-598-751.000	17.97
07/21	07/07/2021	93638	EJ USA Inc.	203-469-775.000	838.86
07/21	07/07/2021	93638	EJ USA Inc.	592-010-111.000	874.88
07/21	07/07/2021	93639	Elliott, Sherrie	592-560-850.000	120.00
07/21	07/07/2021	93640	Emmet Brick & Block Co.	202-464-775.000	349.00
07/21	07/07/2021	93640	Emmet Brick & Block Co.	202-464-775.000	34.90-
07/21	07/07/2021	93641	Englebrecht, Robert	101-257-802.100	3,750.00
07/21	07/07/2021	93642	Fastenal Company	202-475-775.000	28.04
07/21	07/07/2021	93642	Fastenal Company	661-598-931.000	36.79
07/21	07/07/2021	93643	Fate, Jason	101-441-850.000	120.00
07/21	07/07/2021	93644	Ferguson Enterprises LLC #2000	101-268-775.000	59.51
07/21	07/07/2021	93644	Ferguson Enterprises LLC #2000	101-770-775.000	331.97
07/21	07/07/2021	93644	Ferguson Enterprises LLC #2000	101-770-775.000	240.74
07/21	07/07/2021	93644	Ferguson Enterprises LLC #2000	101-770-775.000	120.37
07/21	07/07/2021	93644	Ferguson Enterprises LLC #2000	101-770-775.000	127.59
07/21	07/07/2021	93645	Flynn, Martin	592-549-850.000	120.00
07/21	07/07/2021	93646	FRANCIS, GARY	101-756-808.120	160.00
07/21	07/07/2021	93647	Fraternal Order of Police	701-000-230.400	971.00
07/21	07/07/2021	93648	FRITZ, KARL	101-345-850.000	120.00
07/21	07/07/2021	93649	Gale/Cengage Learning	271-790-760.000	25.59
07/21	07/07/2021	93649	Gale/Cengage Learning	271-790-760.000	28.00
07/21	07/07/2021	93649	Gale/Cengage Learning	271-790-760.000	26.39
07/21	07/07/2021	93649	Gale/Cengage Learning	271-790-760.000	141.00
07/21	07/07/2021	93649	Gale/Cengage Learning	271-790-760.000	121.26
07/21	07/07/2021	93650	Gibby's Garage	582-593-930.000	34.00
07/21	07/07/2021	93650	Gibby's Garage	661-598-931.000	408.00
07/21	07/07/2021	93650	Gibby's Garage	661-598-932.000	408.00
07/21	07/07/2021	93650	Gibby's Garage	592-556-802.000	181.34
07/21	07/07/2021	93650	Gibby's Garage	592-544-802.000	181.33
07/21	07/07/2021	93650	Gibby's Garage	592-545-802.000	181.33
07/21	07/07/2021	93650	Gibby's Garage	101-789-802.000	170.00
07/21	07/07/2021	93650	Gibby's Garage	582-593-930.000	238.00
07/21	07/07/2021	93650	Gibby's Garage	661-598-931.000	374.00
07/21	07/07/2021	93650	Gibby's Garage	661-598-932.000	578.00
07/21	07/07/2021	93651	Gibson Excavating LLC	592-537-802.000	1,550.00

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07/21	07/07/2021	93651	Gibson Excavating LLC	592-544-802.000	875.00
07/21	07/07/2021	93651	Gibson Excavating LLC	592-545-802.000	5,855.00
07/21	07/07/2021	93651	Gibson Excavating LLC	592-544-802.000	500.00
07/21	07/07/2021	93651	Gibson Excavating LLC	592-554-802.000	6,980.00
07/21	07/07/2021	93651	Gibson Excavating LLC	592-544-802.000	2,700.00
07/21	07/07/2021	93651	Gibson Excavating LLC	592-025-343.000	1,850.00
07/21	07/07/2021	93651	Gibson Excavating LLC	203-451-802.000	20,775.00
07/21	07/07/2021	93652	Ginop Sales Inc.	661-010-111.000	112.06
07/21	07/07/2021	93653	Gordon Food Service	101-756-808.010	6.49
07/21	07/07/2021	93653	Gordon Food Service	101-789-775.000	22.98
07/21	07/07/2021	93653	Gordon Food Service	101-756-808.010	19.96
07/21	07/07/2021	93653	Gordon Food Service	101-789-775.000	27.66
07/21	07/07/2021	93654	Grangood, Daniel Wilhelm	101-756-808.120	400.00
07/21	07/07/2021	93654	Grangood, Daniel Wilhelm	101-756-808.120	150.00
07/21	07/07/2021	93655	Great Lakes Pipe & Supply	101-770-775.000	197.22
07/21	07/07/2021	93655	Great Lakes Pipe & Supply	592-542-775.000	16.99
07/21	07/07/2021	93655	Great Lakes Pipe & Supply	101-268-930.000	41.37
07/21	07/07/2021	93655	Great Lakes Pipe & Supply	592-545-775.000	18.19
07/21	07/07/2021	93656	Green, Dennis	101-756-808.140	1,409.49
07/21	07/07/2021	93657	Haley's Plumbing & Heating	202-467-802.000	464.79
07/21	07/07/2021	93657	Haley's Plumbing & Heating	101-773-802.000	120.00
07/21	07/07/2021	93657	Haley's Plumbing & Heating	101-770-802.000	1,600.96
07/21	07/07/2021	93657	Haley's Plumbing & Heating	101-268-802.000	240.00
07/21	07/07/2021	93657	Haley's Plumbing & Heating	101-268-802.000	120.00
07/21	07/07/2021	93657	Haley's Plumbing & Heating	592-547-802.000	120.00
07/21	07/07/2021	93657	Haley's Plumbing & Heating	592-545-802.000	120.00
07/21	07/07/2021	93657	Haley's Plumbing & Heating	582-593-930.000	480.00
07/21	07/07/2021	93657	Haley's Plumbing & Heating	592-545-802.000	120.00
07/21	07/07/2021	93657	Haley's Plumbing & Heating	592-547-802.000	120.00
07/21	07/07/2021	93657	Haley's Plumbing & Heating	592-554-802.000	240.00
07/21	07/07/2021	93657	Haley's Plumbing & Heating	514-587-802.000	120.00
07/21	07/07/2021	93657	Haley's Plumbing & Heating	101-789-802.000	291.38
07/21	07/07/2021	93657	Haley's Plumbing & Heating	101-770-802.000	2,792.56
07/21	07/07/2021	93657	Haley's Plumbing & Heating	514-587-802.000	360.00
07/21	07/07/2021	93658	Hamlin, Wilce S	101-756-808.120	400.00
07/21	07/07/2021	93659	Hart, Tyler	101-770-850.000	120.00
07/21	07/07/2021	93660	Haviland Products Company	592-551-783.000	5,350.04
07/21	07/07/2021	93661	Hoffman Roto-Rooter	101-773-802.000	470.00
07/21	07/07/2021	93662	Hoig, Erik	101-345-850.000	120.00
07/21	07/07/2021	93663	Hummel, Jon	101-754-920.000	120.00
07/21	07/07/2021	93664	Hyde Services LLC	661-598-932.000	30.02
07/21	07/07/2021	93665	John E. Green Co.	101-268-802.000	690.00
07/21	07/07/2021	93665	John E. Green Co.	101-265-802.000	345.00
07/21	07/07/2021	93666	KARR, ADRIAN	101-345-850.000	120.00
07/21	07/07/2021	93667	Klingelsmith, Kendall	101-770-850.000	120.00
07/21	07/07/2021	93668	Kolinske, Chrissy	101-756-808.010	57.70
07/21	07/07/2021	93669	Kruskie, David	101-770-850.000	120.00
07/21	07/07/2021	93670	Lennemann, Mark	101-773-850.000	120.00
07/21	07/07/2021	93671	Lowery Underground Service	582-020-360.000	8,722.08
07/21	07/07/2021	93671	Lowery Underground Service	582-598-802.000	6,945.92
07/21	07/07/2021	93671	Lowery Underground Service	582-020-360.000	1,380.00
07/21	07/07/2021	93671	Lowery Underground Service	582-598-802.000	1,380.00
07/21	07/07/2021	93671	Lowery Underground Service	101-789-802.000	840.00
07/21	07/07/2021	93672	Lynn Auto Parts Inc.	101-770-775.000	49.72
07/21	07/07/2021	93672	Lynn Auto Parts Inc.	661-598-931.000	18.00-
07/21	07/07/2021	93672	Lynn Auto Parts Inc.	661-010-111.000	17.29



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07/21	07/07/2021	93672	Lynn Auto Parts Inc.	661-598-785.000	15.40
07/21	07/07/2021	93672	Lynn Auto Parts Inc.	661-598-932.000	132.39
07/21	07/07/2021	93672	Lynn Auto Parts Inc.	661-010-111.000	21.77
07/21	07/07/2021	93672	Lynn Auto Parts Inc.	661-598-759.000	66.64
07/21	07/07/2021	93672	Lynn Auto Parts Inc.	661-010-111.000	7.04
07/21	07/07/2021	93672	Lynn Auto Parts Inc.	661-598-932.000	174.37
07/21	07/07/2021	93672	Lynn Auto Parts Inc.	661-598-931.000	222.53
07/21	07/07/2021	93672	Lynn Auto Parts Inc.	661-598-932.000	222.53-
07/21	07/07/2021	93672	Lynn Auto Parts Inc.	661-598-932.000	174.37-
07/21	07/07/2021	93672	Lynn Auto Parts Inc.	661-598-931.000	19.49
07/21	07/07/2021	93672	Lynn Auto Parts Inc.	592-555-775.000	27.00-
07/21	07/07/2021	93672	Lynn Auto Parts Inc.	661-598-931.000	19.49
07/21	07/07/2021	93672	Lynn Auto Parts Inc.	661-598-932.000	217.05
07/21	07/07/2021	93672	Lynn Auto Parts Inc.	661-598-932.000	64.88
07/21	07/07/2021	93672	Lynn Auto Parts Inc.	661-598-785.000	6.29
07/21	07/07/2021	93672	Lynn Auto Parts Inc.	592-544-775.000	6.48
07/21	07/07/2021	93672	Lynn Auto Parts Inc.	592-545-775.000	6.48
07/21	07/07/2021	93673	Malec, Joe	101-756-808.120	100.00
07/21	07/07/2021	93674	McCardel Culligan	101-770-802.000	8.00
07/21	07/07/2021	93674	McCardel Culligan	592-553-802.000	60.00
07/21	07/07/2021	93674	McCardel Culligan	101-770-802.000	32.00
07/21	07/07/2021	93675	McLean & Eakin Booksellers	271-790-760.000	39.96
07/21	07/07/2021	93676	Michigan Pure Ice	101-789-775.000	101.20
07/21	07/07/2021	93676	Michigan Pure Ice	101-789-775.000	155.25
07/21	07/07/2021	93677	Midwest Tape	271-790-761.000	59.98
07/21	07/07/2021	93677	Midwest Tape	271-790-761.000	59.99
07/21	07/07/2021	93677	Midwest Tape	271-790-761.000	29.99
07/21	07/07/2021	93677	Midwest Tape	271-790-761.000	84.98
07/21	07/07/2021	93677	Midwest Tape	271-790-761.000	34.99
07/21	07/07/2021	93678	Miller, Greg	101-756-808.120	400.00
07/21	07/07/2021	93679	Mitchell Graphics Inc.	271-790-905.000	210.00
07/21	07/07/2021	93680	North Country IT	271-790-986.000	7,423.00
07/21	07/07/2021	93681	Northern A-1 Environmental Services	202-469-802.000	868.92
07/21	07/07/2021	93681	Northern A-1 Environmental Services	203-469-802.000	868.92
07/21	07/07/2021	93682	Northern Tool & Equipment	202-464-775.000	55.98
07/21	07/07/2021	93682	Northern Tool & Equipment	203-464-775.000	55.98
07/21	07/07/2021	93682	Northern Tool & Equipment	592-544-775.000	55.98
07/21	07/07/2021	93682	Northern Tool & Equipment	592-545-775.000	55.98
07/21	07/07/2021	93683	Nova Consultants Inc.	101-268-970.000	14,450.00
07/21	07/07/2021	93684	OTEC Radio Comm. Equipment	582-593-785.000	4,496.33
07/21	07/07/2021	93684	OTEC Radio Comm. Equipment	661-598-932.000	288.00
07/21	07/07/2021	93685	Parker, Michael	101-345-850.000	120.00
07/21	07/07/2021	93686	Penchura L.L.C.	101-773-931.000	3,682.00
07/21	07/07/2021	93686	Penchura L.L.C.	101-770-985.000	2,362.00
07/21	07/07/2021	93687	Performance Painting	592-554-802.000	2,373.00
07/21	07/07/2021	93687	Performance Painting	101-770-802.000	1,372.00
07/21	07/07/2021	93688	Petoskey Parts Plus	661-010-111.000	11.28
07/21	07/07/2021	93688	Petoskey Parts Plus	661-598-932.000	62.99
07/21	07/07/2021	93689	Plath, Audrey	101-215-850.000	120.00
07/21	07/07/2021	93690	Playtown Sound & Video	101-756-802.000	25.00
07/21	07/07/2021	93691	Police and Firemen's Insurance	701-000-230.185	379.38
07/21	07/07/2021	93692	Power Line Supply	582-010-111.000	8,959.08
07/21	07/07/2021	93692	Power Line Supply	582-010-111.000	2,508.06
07/21	07/07/2021	93693	Preston Feather	101-789-775.000	62.36
07/21	07/07/2021	93693	Preston Feather	101-789-775.000	31.18
07/21	07/07/2021	93693	Preston Feather	101-789-775.000	74.34

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07/21	07/07/2021	93693	Preston Feather	101-789-775.000	27.35
07/21	07/07/2021	93693	Preston Feather	101-754-775.000	37.84
07/21	07/07/2021	93693	Preston Feather	101-770-970.000	883.87
07/21	07/07/2021	93693	Preston Feather	101-773-931.000	59.28
07/21	07/07/2021	93693	Preston Feather	101-789-775.000	70.50
07/21	07/07/2021	93693	Preston Feather	101-770-775.000	9.16
07/21	07/07/2021	93693	Preston Feather	101-265-930.000	4.47-
07/21	07/07/2021	93693	Preston Feather	101-789-775.000	13.44
07/21	07/07/2021	93693	Preston Feather	101-268-930.000	42.75
07/21	07/07/2021	93693	Preston Feather	101-268-930.000	25.74
07/21	07/07/2021	93693	Preston Feather	582-586-775.000	20.99
07/21	07/07/2021	93693	Preston Feather	582-586-775.000	18.57
07/21	07/07/2021	93693	Preston Feather	582-586-775.000	19.99
07/21	07/07/2021	93693	Preston Feather	101-268-930.000	36.75
07/21	07/07/2021	93693	Preston Feather	101-770-775.000	2.44
07/21	07/07/2021	93693	Preston Feather	101-789-775.000	98.89
07/21	07/07/2021	93693	Preston Feather	582-594-775.000	23.98
07/21	07/07/2021	93693	Preston Feather	101-789-775.000	6.24-
07/21	07/07/2021	93693	Preston Feather	101-789-775.000	3.12-
07/21	07/07/2021	93693	Preston Feather	101-789-775.000	7.43-
07/21	07/07/2021	93693	Preston Feather	101-268-930.000	3.68-
07/21	07/07/2021	93693	Preston Feather	101-770-775.000	.24-
07/21	07/07/2021	93693	Preston Feather	101-789-775.000	9.89-
07/21	07/07/2021	93693	Preston Feather	582-594-775.000	2.40-
07/21	07/07/2021	93693	Preston Feather	101-789-775.000	1.34-
07/21	07/07/2021	93693	Preston Feather	101-268-930.000	4.28-
07/21	07/07/2021	93693	Preston Feather	101-268-930.000	2.57-
07/21	07/07/2021	93693	Preston Feather	582-586-775.000	2.10-
07/21	07/07/2021	93693	Preston Feather	582-586-775.000	1.86-
07/21	07/07/2021	93693	Preston Feather	582-586-775.000	2.00-
07/21	07/07/2021	93693	Preston Feather	101-789-775.000	2.74-
07/21	07/07/2021	93693	Preston Feather	101-754-775.000	3.78-
07/21	07/07/2021	93693	Preston Feather	101-770-970.000	88.39-
07/21	07/07/2021	93693	Preston Feather	101-773-931.000	5.93-
07/21	07/07/2021	93693	Preston Feather	101-789-775.000	7.05-
07/21	07/07/2021	93693	Preston Feather	101-770-775.000	.47-
07/21	07/07/2021	93694	Pro Image Design	101-770-802.000	68.20
07/21	07/07/2021	93694	Pro Image Design	101-770-802.000	732.00
07/21	07/07/2021	93694	Pro Image Design	661-020-142.000	70.00
07/21	07/07/2021	93695	Rasmussen, Derek	101-770-850.000	120.00
07/21	07/07/2021	93696	Rieth-Riley Construction Co	592-544-775.000	294.00
07/21	07/07/2021	93697	ROBBINS, MICHAEL	101-441-850.000	120.00
07/21	07/07/2021	93698	Ryan Brothers Inc.	592-545-802.000	567.00
07/21	07/07/2021	93698	Ryan Brothers Inc.	582-020-360.000	2,032.60
07/21	07/07/2021	93699	Schultz, David	101-345-850.000	120.00
07/21	07/07/2021	93700	SiteOne Landscape Supply	101-770-775.000	42.43
07/21	07/07/2021	93700	SiteOne Landscape Supply	101-754-775.000	46.29
07/21	07/07/2021	93700	SiteOne Landscape Supply	101-770-775.000	147.44
07/21	07/07/2021	93701	Smith, Edward J	101-756-808.120	80.00
07/21	07/07/2021	93701	Smith, Edward J	101-756-850.000	120.00
07/21	07/07/2021	93702	Spartan Distributors Inc.	661-598-931.000	53.06
07/21	07/07/2021	93702	Spartan Distributors Inc.	661-598-931.000	25.10
07/21	07/07/2021	93703	Standard Electric Company	101-789-775.000	1,415.13
07/21	07/07/2021	93704	Staples Advantage	101-172-751.000	59.58
07/21	07/07/2021	93704	Staples Advantage	101-201-751.000	59.58
07/21	07/07/2021	93704	Staples Advantage	101-208-751.000	41.70

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07/21	07/07/2021	93704	Staples Advantage	101-257-751.000	29.79
07/21	07/07/2021	93704	Staples Advantage	101-215-751.000	35.75
07/21	07/07/2021	93704	Staples Advantage	101-345-751.000	154.90
07/21	07/07/2021	93704	Staples Advantage	592-560-751.000	18.46
07/21	07/07/2021	93704	Staples Advantage	592-549-751.000	18.46
07/21	07/07/2021	93704	Staples Advantage	101-773-775.000	19.45
07/21	07/07/2021	93704	Staples Advantage	101-400-751.000	29.79
07/21	07/07/2021	93704	Staples Advantage	101-441-751.000	89.37
07/21	07/07/2021	93704	Staples Advantage	101-770-751.000	17.87
07/21	07/07/2021	93704	Staples Advantage	101-773-775.000	5.96
07/21	07/07/2021	93704	Staples Advantage	101-756-751.000	59.58
07/21	07/07/2021	93704	Staples Advantage	101-789-751.000	11.91
07/21	07/07/2021	93705	State of Michigan-Department of LARA	582-081-642.300	3,618.16
07/21	07/07/2021	93705	State of Michigan-Department of LARA	582-081-642.400	720.72
07/21	07/07/2021	93705	State of Michigan-Department of LARA	582-081-642.500	4.55
07/21	07/07/2021	93705	State of Michigan-Department of LARA	582-081-642.200	164.71
07/21	07/07/2021	93706	State of Michigan-Dept of LARA	101-268-802.000	60.00
07/21	07/07/2021	93707	Straebel, Robert	101-172-850.000	120.00
07/21	07/07/2021	93708	TEAMSTERS LOCAL #214	701-000-230.400	1,003.00
07/21	07/07/2021	93709	Tele-Rad Inc.	101-345-775.000	180.75
07/21	07/07/2021	93710	Terry, Alan	101-215-850.000	120.00
07/21	07/07/2021	93711	Tetra Tech Inc	592-542-802.000	320.00
07/21	07/07/2021	93712	Thompson, Brenda	101-756-808.120	120.00
07/21	07/07/2021	93713	T-Mobile	271-790-850.000	337.15
07/21	07/07/2021	93714	Troxel, Todd	101-345-850.000	120.00
07/21	07/07/2021	93715	Truck & Trailer Specialties	661-598-931.000	1,068.41
07/21	07/07/2021	93716	Vari Sales Corporation	101-345-751.000	355.50
07/21	07/07/2021	93717	W.W. Fairbairn & Sons	101-773-775.000	8.97-
07/21	07/07/2021	93717	W.W. Fairbairn & Sons	101-773-775.000	9.98
07/21	07/07/2021	93717	W.W. Fairbairn & Sons	101-773-775.000	20.00
07/21	07/07/2021	93718	Wcisel, David	101-756-808.120	160.00
07/21	07/07/2021	93719	Weston, Chris	101-756-808.120	160.00
07/21	07/07/2021	93720	Windemuller	592-554-802.000	5,119.00
07/21	07/07/2021	93720	Windemuller	101-789-802.000	1,320.00
07/21	07/07/2021	93720	Windemuller	592-537-802.000	240.00
07/21	07/07/2021	93720	Windemuller	592-537-802.000	280.00
07/21	07/14/2021	93727	Advance Auto Parts	661-598-932.000	55.00-
07/21	07/14/2021	93727	Advance Auto Parts	661-598-932.000	127.13
07/21	07/14/2021	93728	All Scapes LLC	202-467-802.000	4,245.00
07/21	07/14/2021	93729	All-Phase Electric Supply	101-773-931.000	54.87
07/21	07/14/2021	93730	Alro Steel Corporation	101-789-775.000	296.33
07/21	07/14/2021	93731	AT&T	592-560-850.000	167.16
07/21	07/14/2021	93731	AT&T	592-558-920.000	78.90
07/21	07/14/2021	93731	AT&T	582-593-850.000	127.20
07/21	07/14/2021	93732	AT&T Long Distance	101-345-850.000	73.09
07/21	07/14/2021	93733	Benchmark Engineering Inc.	204-481-802.000	1,687.20
07/21	07/14/2021	93733	Benchmark Engineering Inc.	582-588-802.000	562.40
07/21	07/14/2021	93733	Benchmark Engineering Inc.	592-549-802.000	1,687.20
07/21	07/14/2021	93733	Benchmark Engineering Inc.	592-560-802.000	1,687.20
07/21	07/14/2021	93733	Benchmark Engineering Inc.	101-770-802.000	922.00
07/21	07/14/2021	93734	Blarney Castle Oil Co.	101-789-772.000	6,627.27
07/21	07/14/2021	93734	Blarney Castle Oil Co.	101-789-772.000	8,326.97
07/21	07/14/2021	93734	Blarney Castle Oil Co.	101-789-772.000	8,342.28
07/21	07/14/2021	93734	Blarney Castle Oil Co.	101-789-772.000	12,349.04
07/21	07/14/2021	93734	Blarney Castle Oil Co.	101-789-772.000	4,369.86
07/21	07/14/2021	93735	Bound Tree Medical LLC	101-345-775.000	46.23

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
07/21	07/14/2021	93735	Bound Tree Medical LLC	101-345-775.000	64.27
07/21	07/14/2021	93735	Bound Tree Medical LLC	101-345-775.000	22.00
07/21	07/14/2021	93736	BSN Sports Inc.	101-756-778.000	764.84
07/21	07/14/2021	93737	Civic Systems LLC	101-201-802.000	4,589.00
07/21	07/14/2021	93737	Civic Systems LLC	101-208-802.000	4,589.00
07/21	07/14/2021	93738	Consumers Energy	592-538-920.000	5,635.38
07/21	07/14/2021	93739	David L Hoffman Landscaping & Nursery	203-451-802.000	2,120.00
07/21	07/14/2021	93739	David L Hoffman Landscaping & Nursery	582-020-360.000	2,262.30
07/21	07/14/2021	93740	Derrer Oil Co.	661-598-759.000	2,329.85
07/21	07/14/2021	93741	Emmet Brick & Block Co.	582-586-775.000	366.30
07/21	07/14/2021	93742	Emmet Co. Dept of Public Works	101-529-802.000	7,308.55
07/21	07/14/2021	93743	Emmet County Firefighters Association	101-345-915.000	50.00
07/21	07/14/2021	93744	Empiric Solutions Inc.	101-228-802.000	8,654.00
07/21	07/14/2021	93745	Etna Supply	592-010-111.000	1,337.10
07/21	07/14/2021	93745	Etna Supply	592-545-775.000	79.00
07/21	07/14/2021	93745	Etna Supply	592-010-111.000	297.00
07/21	07/14/2021	93746	Factor Systems LLC	101-208-803.000	3,574.24
07/21	07/14/2021	93747	Fastenal Company	582-586-775.000	40.50
07/21	07/14/2021	93748	Fettig's Landscaping Inc.	101-770-802.000	618.91
07/21	07/14/2021	93748	Fettig's Landscaping Inc.	101-265-802.000	302.68
07/21	07/14/2021	93749	Five Star Screen Printing Plus	101-770-767.000	36.00
07/21	07/14/2021	93750	Garage Door Services Inc.	101-345-802.100	1,226.00
07/21	07/14/2021	93751	GIVE 'EM A BRAKE SAFETY	203-451-802.000	750.00
07/21	07/14/2021	93752	Haley's Plumbing & Heating	514-587-802.000	576.29
07/21	07/14/2021	93753	Harrell's LLC	101-770-775.000	742.50
07/21	07/14/2021	93754	Haviland Products Company	592-540-783.000	2,743.92
07/21	07/14/2021	93754	Haviland Products Company	592-551-783.000	1,462.80
07/21	07/14/2021	93755	HydroCorp	592-545-802.000	1,768.00
07/21	07/14/2021	93756	LexisNexis Risk Data Management Inc.	101-208-802.000	150.00
07/21	07/14/2021	93756	LexisNexis Risk Data Management Inc.	514-587-802.000	150.00
07/21	07/14/2021	93756	LexisNexis Risk Data Management Inc.	514-587-802.000	150.00
07/21	07/14/2021	93757	Lynn Auto Parts Inc.	582-584-775.000	35.00
07/21	07/14/2021	93758	McLaren Corporate Services Systoc	582-588-802.000	456.00
07/21	07/14/2021	93759	Michigan Municipal League	701-000-230.201	139.96
07/21	07/14/2021	93760	Michigan Pure Ice	101-789-775.000	57.50
07/21	07/14/2021	93760	Michigan Pure Ice	101-789-775.000	86.25
07/21	07/14/2021	93760	Michigan Pure Ice	101-789-775.000	69.00
07/21	07/14/2021	93761	Nye Uniform	101-345-775.000	725.89
07/21	07/14/2021	93762	OCLC Inc.	271-790-802.000	548.96
07/21	07/14/2021	93763	Omnipark Inc.	514-587-802.000	2,760.00
07/21	07/14/2021	93764	On Duty Gear LLC	101-345-775.000	48.94
07/21	07/14/2021	93764	On Duty Gear LLC	101-345-775.000	187.93
07/21	07/14/2021	93764	On Duty Gear LLC	101-345-775.000	27.94
07/21	07/14/2021	93765	P.C. Lawn Care	582-586-802.000	425.00
07/21	07/14/2021	93765	P.C. Lawn Care	202-467-802.000	2,709.50
07/21	07/14/2021	93765	P.C. Lawn Care	203-467-802.000	366.50
07/21	07/14/2021	93765	P.C. Lawn Care	101-345-802.100	120.00
07/21	07/14/2021	93765	P.C. Lawn Care	592-537-802.000	1,040.00
07/21	07/14/2021	93765	P.C. Lawn Care	592-543-802.000	160.00
07/21	07/14/2021	93765	P.C. Lawn Care	592-554-802.000	580.00
07/21	07/14/2021	93765	P.C. Lawn Care	592-558-802.000	1,105.00
07/21	07/14/2021	93765	P.C. Lawn Care	101-345-802.100	440.00
07/21	07/14/2021	93766	Peninsula Fiber Network LLC	101-228-850.000	446.00
07/21	07/14/2021	93767	Performance Painting	101-770-802.000	1,850.00
07/21	07/14/2021	93768	Personal Graphics Inc.	514-587-767.000	441.81
07/21	07/14/2021	93769	Petoskey Parts Plus	101-789-775.000	16.79

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
07/21	07/14/2021	93770	Plunkett Cooney	101-266-802.000	2,175.00
07/21	07/14/2021	93770	Plunkett Cooney	101-266-802.000	50.00
07/21	07/14/2021	93770	Plunkett Cooney	101-257-802.000	120.00
07/21	07/14/2021	93770	Plunkett Cooney	101-266-802.000	5,075.31
07/21	07/14/2021	93771	Power Line Supply	204-481-767.000	128.00
07/21	07/14/2021	93771	Power Line Supply	582-588-767.000	64.00
07/21	07/14/2021	93771	Power Line Supply	592-549-767.000	64.00
07/21	07/14/2021	93771	Power Line Supply	582-010-111.000	3,171.45
07/21	07/14/2021	93772	Renkes, Tom	248-739-880.200	150.00
07/21	07/14/2021	93773	Rotary Club of Petoskey-Sunrise	101-172-915.000	300.00
07/21	07/14/2021	93774	Standard Electric Company	101-770-775.000	58.84
07/21	07/14/2021	93775	Sure Lock & Homes LLC	101-773-802.000	300.00
07/21	07/14/2021	93776	Thompson Park Avenue Properties LLC	514-587-802.100	789.37
07/21	07/14/2021	93777	Traffic & Safety Control Systems Inc.	514-587-802.000	81.00
07/21	07/14/2021	93778	Van's Business Machines	271-790-931.000	32.50
07/21	07/14/2021	93778	Van's Business Machines	271-790-931.000	32.50
07/21	07/14/2021	93779	Verizon Wireless	101-345-850.000	83.58
07/21	07/14/2021	93779	Verizon Wireless	592-549-850.000	1.09
07/21	07/14/2021	93779	Verizon Wireless	582-588-850.000	6.62
07/21	07/14/2021	93779	Verizon Wireless	101-345-850.000	36.01
07/21	07/14/2021	93779	Verizon Wireless	101-770-850.000	36.01
07/21	07/14/2021	93779	Verizon Wireless	101-773-850.000	52.79
07/21	07/14/2021	93779	Verizon Wireless	101-789-850.000	52.79
07/21	07/14/2021	93779	Verizon Wireless	101-770-850.000	72.02
07/21	07/14/2021	93779	Verizon Wireless	101-345-850.000	36.01
07/21	07/14/2021	93779	Verizon Wireless	101-345-850.000	80.81
07/21	07/14/2021	93779	Verizon Wireless	592-538-850.000	80.50
07/21	07/14/2021	93779	Verizon Wireless	592-538-920.000	280.07
07/21	07/14/2021	93780	W.W. Fairbairn & Sons	101-773-775.000	16.41
07/21	07/14/2021	93781	Walters Sharpening Service Inc.	661-598-931.000	96.00
06/21	06/23/2021	999185	ACH-CHILD SUPPORT	701-000-230.160	160.23
06/21	06/23/2021	999186	ACH-EFTPS	701-000-230.200	14,536.44
06/21	06/23/2021	999186	ACH-EFTPS	701-000-230.100	25,543.88
06/21	06/23/2021	999186	ACH-EFTPS	701-000-230.200	14,536.44
06/21	06/23/2021	999186	ACH-EFTPS	701-000-230.200	3,399.71
06/21	06/23/2021	999186	ACH-EFTPS	701-000-230.200	3,399.71
06/21	06/23/2021	999187	ACH-ICMA 457	701-000-230.700	2,485.67
06/21	06/23/2021	999187	ACH-ICMA 457	701-000-230.700	5,620.00
06/21	06/23/2021	999188	ICMA 401	701-000-230.700	654.08
06/21	06/23/2021	999189	ICMA-ROTH	701-000-230.900	345.00
06/21	06/23/2021	999190	Mers DC 45	001-000-001.001	289.49
06/21	06/23/2021	999190	Mers DC 45	001-000-001.001	292.67
06/21	06/23/2021	999190	Mers DC 45	701-000-230.120	100.64
06/21	06/23/2021	999190	Mers DC 45	701-000-230.120	105.39
06/21	06/23/2021	999190	Mers DC 45	701-000-230.120	995.15
06/21	06/23/2021	999190	Mers DC 45	701-000-230.120	975.33
07/21	07/07/2021	999191	ACH-CHILD SUPPORT	701-000-230.160	270.20
07/21	07/07/2021	999192	ACH-EFTPS	701-000-230.200	14,891.32
07/21	07/07/2021	999192	ACH-EFTPS	701-000-230.100	24,961.07
07/21	07/07/2021	999192	ACH-EFTPS	701-000-230.200	14,891.32
07/21	07/07/2021	999192	ACH-EFTPS	701-000-230.200	3,482.86
07/21	07/07/2021	999192	ACH-EFTPS	701-000-230.200	3,482.86
07/21	07/07/2021	999193	ACH-ICMA 457	701-000-230.700	2,244.94
07/21	07/07/2021	999193	ACH-ICMA 457	701-000-230.700	5,620.00
07/21	07/07/2021	999194	ICMA 401	701-000-230.700	654.08
07/21	07/07/2021	999195	ICMA-ROTH	701-000-230.900	345.00

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
Grand Totals:					1,286,114.93

## Report Criteria:

Check.Check issue date = 06/17/2021-07/14/2021

Check Number	Check Issue Date	Name	GL Account	Amount
93400	06/23/2021	Allen, Ruth	101-087-654.000	50.00
93401	06/23/2021	Angel, Anja	101-087-654.000	50.00
93402	06/23/2021	Bassett, Erin & Elizabeth	582081642300	73.04
93403	06/23/2021	Benzing, Christopher	101-087-654.000	50.00
93404	06/23/2021	Cantrell, Natalie	101-087-654.000	50.00
93405	06/23/2021	Chism, Heather	101-087-654.000	50.00
93406	06/23/2021	Earvin, Reaiah	582040285000	36.69
93407	06/23/2021	Feeley, Amanda	101087654000	50.00
93408	06/23/2021	Heck, Christine	582081642300	33.38
93409	06/23/2021	Hillman, Teresa	101-087-654.000	50.00
93410	06/23/2021	Hills, Judy	101087654000	150.00
93411	06/23/2021	Johnson, Robert	101-087-654.000	100.00
93412	06/23/2021	Kessler, Nisa	101-087-654.000	50.00
93413	06/23/2021	Liederbach, Kathy	101-087-654.000	50.00
93414	06/23/2021	Lo, Courtney	101087654000	100.00
93415	06/23/2021	Mercer, Karie	101756808110	20.00
93416	06/23/2021	Murray, Dorothy	101-087-654.000	50.00
93417	06/23/2021	Naganashe, Anna	101087654000	125.00
93418	06/23/2021	Pair, Walter	101-087-654.000	50.00
93419	06/23/2021	Pressey, Mark	101087654000	100.00
93420	06/23/2021	Smith, Sally	101-087-654.000	50.00
93514	06/30/2021	Crawford, Carrie & Jacob	582081642300	53.70
93515	06/30/2021	Gardner, Corey	582040285000	69.50
93516	06/30/2021	Green Projects Group	582588803000	60.00
93516	06/30/2021	Green Projects Group	582588803000	100.00
93516	06/30/2021	Green Projects Group	582588803000	80.00
93516	06/30/2021	Green Projects Group	582588803000	100.00
93517	06/30/2021	Mildyett, Ashley	582081642300	26.73
93518	06/30/2021	Nichols, Pamela	582081642300	165.61
93519	06/30/2021	Whitcomb, Jonathon	582081642300	25.00
93574	07/07/2021	Balyo, Dolores	582040285000	31.26
93575	07/07/2021	Bourland, Carolyn	101087654000	50.00
93576	07/07/2021	Bresnahan, Susan	582040285000	28.89
93577	07/07/2021	Brown, Ross	101087654000	50.00
93578	07/07/2021	Catton, Mary	101087654000	50.00
93579	07/07/2021	Cone, Tisha	101087654000	50.00
93580	07/07/2021	Gillette, Jonelle	582040285000	53.16
93581	07/07/2021	Green Projects Group	582588803000	24.00
93581	07/07/2021	Green Projects Group	582588803000	100.00
93581	07/07/2021	Green Projects Group	582588803000	100.00
93582	07/07/2021	Griffore, Theresa	101087654000	50.00
93583	07/07/2021	Jeremih Pollington & Nancy Baker	582040285000	32.21
93584	07/07/2021	McCarron, Joseph	582588803000	50.00
93585	07/07/2021	McCutcheon, Nicole	101087654000	100.00
93586	07/07/2021	McPherson, Aaron	582040285000	61.38
93587	07/07/2021	McPherson, Mitchell	582081642300	3.25
93588	07/07/2021	Messenger, Carrie	101756808140	30.00
93589	07/07/2021	Pattullo, Colleen	101087654000	100.00
93590	07/07/2021	Peebles, Lucinda	101087654000	50.00
93591	07/07/2021	Plichta, Julie	101756808140	65.00
93592	07/07/2021	Sanchez, Allison	101756808140	105.00
93593	07/07/2021	Schneider, Jane	101087654000	50.00
93594	07/07/2021	Smith, Amy	101087654000	50.00
93595	07/07/2021	Steen, Paul	582081642300	325.91
93596	07/07/2021	Tuck, Patrick	101087654000	50.00

Check Number	Check Issue Date	Name	GL Account	Amount
93597	07/07/2021	Walker, Lindsay	101087654000	150.00
93598	07/07/2021	Wonderling, Kathleen	101087654000	325.00
93599	07/07/2021	Worthington, Savannah	101087654000	50.00
93721	07/14/2021	Bazzi, Lisa	101087654000	50.00
93722	07/14/2021	Becker, Mark	101087654000	50.00
93723	07/14/2021	Busk, Linda	101087654000	50.00
93724	07/14/2021	Cockfield, Kara	101087654000	50.00
93725	07/14/2021	Ludwa, Nancy	101087654000	50.00
93726	07/14/2021	Wilkins, Kaitlyn	101087654000	50.00
Grand Totals:				4,503.71

## Report Criteria:

Check.Check issue date = 06/17/2021-07/14/2021





# City of Petoskey

## Agenda Memo

**BOARD:** City Council

**MEETING DATE:** July 19, 2021

**PREPARED:** July 15, 2021

**AGENDA SUBJECT:** Appointment Recommendations

**RECOMMENDATION:** That the City Council consider these appointments

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The City Council will be asked to consider the following appointments:

- TIFA – Appointment of Nan Casey, 114 East Lake Street, to fill a vacated term ending April 2021 and appointment of Carla Crockett, 1043 Curtis Avenue, to fill a vacated term ending April 2022.

sb  
Enclosure



# City of Petoskey

101 East Lake Street, Petoskey, Michigan 49770 • 231 347-2500 • Fax 231 348-0350

RECEIVED

JUN 30 2021

CITY OF PETOSKEY  
CITY MANAGER

93

## Application to Serve on a Board or Commission

Please print. Answer each question accurately and completely. If you require any accommodation to complete the application process, please notify a City staff member.

■ Name	<div>Casey</div> <div>nan</div> <div>E</div>			■ Date	<div>6</div> <div>30</div> <div>21</div>		
	<div>Last</div> <div>First</div> <div>Initial</div>						
■ Residence Address	<div>114</div> <div>Number</div>	<div>East Main</div> <div>Street</div>	<div>Petoskey</div> <div>City</div>	<div>MI</div> <div>State</div>	<div>49770</div> <div>Zip</div>	■ Home Phone	<div>517</div> <div>648</div> <div>1035</div>
■ Email Address	<div>nanasey19@gmail.com</div>					■ Work Phone	<div></div> <div></div> <div></div>

Please answer the following questions using the space provided.

- What Board or Commission interests you and why are you applying? T.I.F.; This is an exciting time for the City. The challenges which face the City include housing, alternate methods of financing developments as well as attracting new businesses to our area.
- How do you believe your appointment would benefit the City? I'm an attorney; I also have taken the real estate course. In my divorce practice, I dealt w/ economic issues, financial issues as well as the division of hundreds of pieces of property. Innovation was key to my success.
- Describe any involvement in the community on a Board or Commission or in another volunteer capacity. I'm a volunteer at Brother Duns Food Pantry. Prior to the pandemic, I volunteered at the Emmet County Jail and the women's resource center. In Elksping, I was involved w/ the Ingham Cty Bar Association, Bar Foundation, YMCA, ELE'S PLACE, Food Bank, St. Thomas school and church.
- How many continuous years have you lived in Petoskey? 22
- Any other helpful information relevant to your application. I'm committed to being an active member of the community, as was my family.

While it is not required, a resume is helpful in the recruitment process for City Boards and Commissions.

- ☒ YES ☐ NO Are you a City of Petoskey registered voter?
- ☐ YES ☒ NO Do you or immediate family members currently serve on a City Board or Commission? If yes, which Board or Commission? \_\_\_\_\_
- ☐ YES ☒ NO Are you applying to the Downtown Management Board? If yes, do you have an interest in property located in the downtown district or are you a resident of the downtown district? Please explain.  
\_\_\_\_\_  
\_\_\_\_\_

The applicant acknowledges that the City may be required from time to time to release records in its possession. The applicant hereby gives permission to the City to release any records or materials received by the City from the applicant as it may be requested to do so as permitted by the Freedom of Information Act, MCL 15.231 et seq.

Applicant Signature: nanalizabeth Casey Date: 6.30.2021





# City of Petoskey

101 East Lake Street, Petoskey, Michigan 49770 • 231 347-2500 • Fax 231 348-0350

RECEIVED

JUL 15 2021

CITY OF PETOSKEY  
CITY MANAGER

SB

## Application to Serve on a Board or Commission

Please print. Answer each question accurately and completely. If you require any accommodation to complete the application process, please notify a City staff member.

■ Name	Crockett	Carla	A	■ Date	7	14	21		
	Last	First	Initial						
■ Residence Address	1043	Curtis Ave	Petoskey	MI	49770	■ Home Phone	231	838	4606
	Number	Street	City	State	Zip				
■ Email Address	crockett.carla@gmail.com					■ Work Phone	231	838	4606

Please answer the following questions using the space provided.

1. What Board or Commission interests you and why are you applying? Tax Increment Finance Authority Board
2. How do you believe your appointment would benefit the City? I will bring experience and good decision making skills to the board.
3. Describe any involvement in the community on a Board or Commission or in another volunteer capacity. Current member of the Petoskey - Harbor Springs Area Community Foundation Grant Distribution Committee, Former member of the Women's Resource Center Board of Directors.
4. How many continuous years have you lived in Petoskey? 10 years
5. Any other helpful information relevant to your application. Recommended by Shirley Burns

While it is not required, a resume is helpful in the recruitment process for City Boards and Commissions.

- ☒ YES ☐ NO Are you a City of Petoskey registered voter?
- ☒ YES ☐ NO Do you or immediate family members currently serve on a City Board or Commission? If yes, which Board or Commission? ZBA - Ben Crockett
- ☐ YES ☒ NO Are you applying to the Downtown Management Board? If yes, do you have an interest in property located in the downtown district or are you a resident of the downtown district? Please explain.

The applicant acknowledges that the City may be required from time to time to release records in its possession. The applicant hereby gives permission to the City to release any records or materials received by the City from the applicant as it may be requested to do so as permitted by the Freedom of Information Act, MCL 15.231 et seq.

Applicant Signature: Carla Crockett Date: 7/14/2021

thank  
YOU



american greetings

Dear City Council Members:

- Mayor John Murphy
- Kate Marshall
- Derek Shiels
- Brian Wagner
- Lindsey Walker

Thank you for your

thoughtful consideration.

Sincerely,  
Carla Crockett



**BOARD:** City Council

**MEETING DATE:** July 19, 2021

**DATE PREPARED:** June 29, 2021

**AGENDA SUBJECT:** Adoption of the Livable Petoskey Master Plan

**RECOMMENDATION:** That City Council adopt the enclosed proposed resolution

---

**Background** The Planning Commission provided notification that it would be updating the Blueprint Petoskey Master Plan in January of 2019. There was also interest by City Council at the time to create a sustainability plan. So rather than create separate documents, staff recommended that the master plan incorporate sustainability and resiliency as the foundation for the plan.

The City then contracted with the Land Information and Access Association (LIAA), to develop a sustainability framework to identify what we were already doing and what additional actions, policies and programs could be implemented to improve the community sustainability and resiliency. In developing the framework, public engagement included a community resilience forum, workshops with middle and high school students, and pop-up meetings at local establishments and the Friendship Center. Based on that information and review of existing City documents, the framework was drafted and reviewed by the Planning Commission. The Commission began holding special meetings for the express purpose of review of the current master plan and drafting of the new plan in September of 2019.

The first draft document was reviewed by the Planning Commission in September, 2020 and a final draft was approved and forwarded to City Council in December, 2020. After a joint meeting with City Council on May 11 to finalize goals and strategies, the Planning Commission, at its May 20 meeting, scheduled a public hearing on the Final Draft to be held on June 17, 2021. After the public hearing, the Commission adopted the Livable Petoskey Master Plan.

**Discussion** The Livable Petoskey Master Plan covers the required master plan topics, but follows a different format than the Blueprint Petoskey Master Plan. The document has six chapters including the Land Use and Zoning Plan and Implementation Chapters. The first four chapters are divided into sections as follows:

Chapter 1 – Community includes sections on Community Identity; Public Health and Safety; and Recreation, Arts and Culture.

Chapter 2 – Environmental Stewardship includes sections on Resource Use Reduction; and Climate Resilience and Natural Resource Management.

Chapter 3 – Built Environment includes sections on Infrastructure Optimization; Transportation and Mobility Options; and Neighborhoods for All.

Chapter 4 – Local Economy includes sections on Community Assets and Opportunities; and Redevelopment and Infill Development.



Chapter 5 is the Land Use and Zoning Plan that is a requirement of the Planning Enabling Act and Chapter 6, Implementation is a summary of all the strategies discussed in the first four chapters.

**Action** In the resolution allowing for distribution of the master plan, City Council reserved the right of final plan adoption. Based on adoption by the Planning Commission, staff recommends that City Council adopt the Livable Petoskey Master Plan.

at  
Enclosure



**RESOLUTION OF ADOPTION  
CITY OF PETOSKEY CITY COUNCIL**

WHEREAS, the Michigan Planning Enabling Act P.A. 33 of 2008 requires a master plan to be reviewed for possible updates every five years; and

WHEREAS, The City of Petoskey Planning Commission provided notice of intent to update the 2015 Blueprint Petoskey Master Plan to required jurisdictions and utilities on January 11, 2019; and

WHEREAS, The Commission began the Master Plan update with the development of a sustainability framework that was then incorporated into the Livable Petoskey Master Plan; and

WHEREAS, agendas and minutes of all meetings, as well as drafts of the Master Plan have been posted to the City of Petoskey website throughout the planning process; and

WHEREAS, the City of Petoskey City Council authorized distribution of the updated plan at its February 1, 2021 meeting; and

WHEREAS, the Planning Commission and City Council held a joint meeting on May 11, 2021 after the required 63 day review period to finalize the document; and

WHEREAS, the Livable Petoskey Master Plan 2021 meets all the requirements of Public Act 33 of 2008, as amended; and

WHEREAS, the Planning Commission held a public hearing on the updated plan at its June 17, 2021 meeting and no further public comment was received; and

WHEREAS, at the conclusion of the public hearing, the Planning Commission adopted the Livable Petoskey Master Plan through resolution.

NOW THEREFORE BE IT RESOLVED: That the City of Petoskey City Council hereby adopts the Livable Petoskey Master Plan to specifically include the text, charts, maps and graphics addressing community resilience and sustainability that includes background information on demographic changes, and goals and strategies in the areas of community identity and engagement, public health and safety, recreation, arts and culture opportunities, resource use reduction, climate resilience and natural resource management, infrastructure optimization, transportation and mobility options, neighborhoods for all, local economy assets and opportunities including redevelopment and infill development locations, and future land uses contained in the Master Plan report as presented.

Roll Call Vote:

Yeas:

Nays:

Absent:

State of Michigan       )  
County of Emmet       ) ss  
City of Petoskey       )



I, Alan Terry, Clerk of the City of Petoskey, do hereby certify that the foregoing is a true copy of a resolution adopted by the City Council of the City of Petoskey on the \_\_\_\_ day of \_\_\_\_\_, 2021, and of the whole thereof.

In witness whereof, I have hereunto set my hand and affixed the corporate seal of said City of Petoskey this \_\_\_\_ day of \_\_\_\_\_, 2021.

---

Alan Terry, City Clerk

# **Livable Petoskey Master Plan**

## Toward a more resilient and sustainable community



# Livable Petoskey: toward a more resilient and sustainable community

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<b>Appendix G</b>	Plan Implementation Partners

## **ACKNOWLEDGEMENTS**

### **City Council (2021)**

John Murphy, Mayor  
Kate Marshall  
Derek Shiels  
Brian Wagner  
Lindsey Walker

### **City Staff**

Robert Straebel, City Manager  
Mike Robbins, Director of Public Works  
Kendall Klingelsmith, Director of Parks and Recreation  
Matthew Breed, Director of Public Safety  
Alan Terry, Director of Finance  
Amy Tweeten, City Planner

### **Planning Assistance (Sustainability Framework)**

Land Information and Access Association (LIAA),  
Traverse City, MI

### **Planning Commission (2020-2021)**

Cynthia Linn Robson, Chairperson  
Betony Braddock  
Carolyn Dettmer  
Rose Fitzgerald  
Robert Kronberg  
Emily Meyerson  
Richard Mooradian  
Richard Neumann  
H. Ted Pall  
Jonathan Scheel  
Kent Warner  
Eric Yetter

# 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 framework<sup>1</sup> 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](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

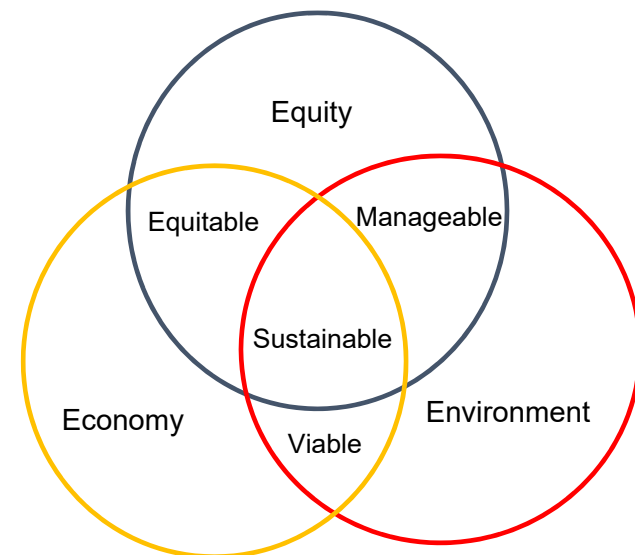
- ◆ Small town character;
- ◆ Sense of community;
- ◆ Friendly, kind people;
- ◆ Waterfront accessibility;
- ◆ Downtown;
- ◆ Local small businesses;
- ◆ Beauty, scenery;
- ◆ Compactness;
- ◆ Walkability;
- ◆ Trail systems and parks;
- ◆ Four-season recreational opportunities;
- ◆ Safe public spaces;
- ◆ 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").

---

<sup>1</sup>The 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.<sup>1</sup> 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

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.

---

<sup>2</sup> October, 1901 Sanborn Map

### *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.<sup>2</sup>

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.<sup>3</sup>

### *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

<sup>3</sup> National Historic District Nomination Description, State Historic Preservation Office.

# COMMUNITY

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.

## Identity and Engagement

### Local Historic Districts

The process of creating a locally designated historic district in downtown for the purpose of oversight and regulations of historic 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.<sup>4</sup>

### **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

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

# COMMUNITY

of the Upper Peninsula. The hospital is a regional referral and level II trauma center, has nearly 1,900 employees, including more than 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.<sup>5</sup>



## 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.

<sup>5</sup>[https://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](https://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)

# 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.

# COMMUNITY

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.”

## Identity and Engagement

### Community Identity Goals

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



# COMMUNITY

- 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.
- 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

## Identity and Engagement

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.



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) Update the 2010 National Citizen Survey™ or undertake a similar citizen survey to gauge resident satisfaction with municipal services.
- b) Work with the Petoskey Public Schools to annually engage the students in community planning.
- c) Utilize effective and equitable avenues for distributing and receiving comments on public policies and projects.
- d) Provide educational materials and design participation initiatives that will support and encourage effective participation.
- e) Encourage continued regional collaboration with local governments and other stakeholder organizations.
- f) Maintain and develop staff expertise in all aspects of participation.
- g) Annually budget sufficient funds to ensure active methods of participation can be implemented.
- h) Support and encourage continuous improvement in the methods used to meet the public need for information and involvement.
- i) Record results of public engagement and ensure they are relayed back to the public.
- j) 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.
- k) Ensure elected and appointed officials receive annual training.

# COMMUNITY

## 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.<sup>1</sup>

### 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.<sup>2</sup>

<sup>1</sup>([https://cms3.revize.com/revize/petoskeymi/document\\_center/Planning%20and%20Zoning/City%20of%20Petoskey-Report%20of%20Results%20FINAL-2010.pdf](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.<sup>3</sup> It is therefore critical that First Responders are equipped to handle situations where mental illness is the underlying issue.

<sup>2</sup>A 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>).

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



# COMMUNITY

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.<sup>4</sup> 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.<sup>5</sup>

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.

<sup>4</sup>[http://www.livablepetoskey.org/downloads/petoskey\\_michap\\_sept\\_2019\\_rr.pdf](http://www.livablepetoskey.org/downloads/petoskey_michap_sept_2019_rr.pdf)

## Public Health and Safety

The City enjoys a "Class 4" community 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,

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

Cheboygan, and Emmet Counties.<sup>6</sup> 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

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

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.<sup>7</sup>

## **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.

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

# COMMUNITY

## 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.<sup>1</sup>



<sup>1</sup> <https://edibletrails.org/>

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.



# COMMUNITY

- 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.

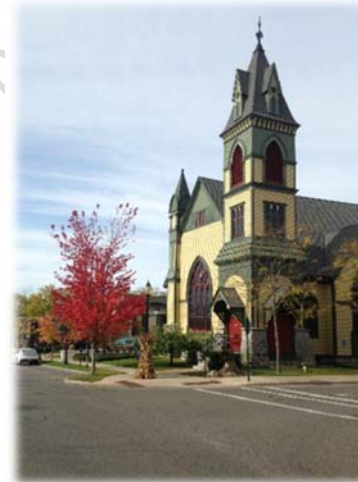
## **Strategies and Actions**

- 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.

# COMMUNITY

## 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.<sup>2</sup>

### 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.

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<sup>2</sup> <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) Participate in efforts to ensure arts and cultural education are equitably provided community wide.



**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 installed in January 2021 is projected to generate approximately 82,808 kWh annually, or 83 percent of the buildings electric needs. 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.<sup>1</sup>

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.

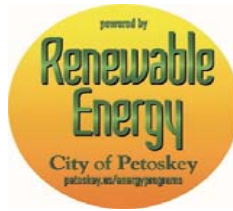
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<sup>1</sup> <http://nyssmartgrid.com/microgrid/>



# 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.<sup>2</sup> 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.

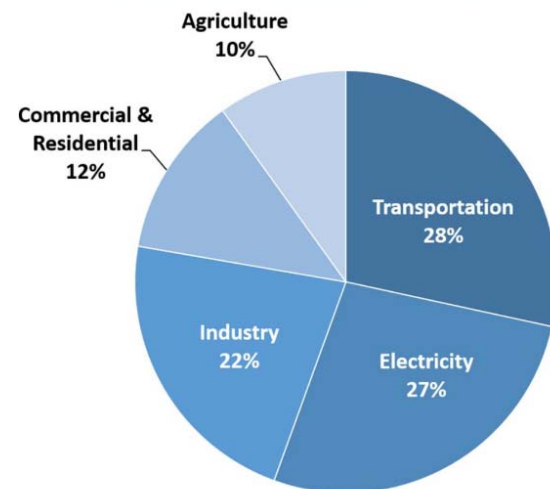
Our destination economy relies on the highway network and vehicle travel to bring people, goods, and services. Therefore, a system of

# 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

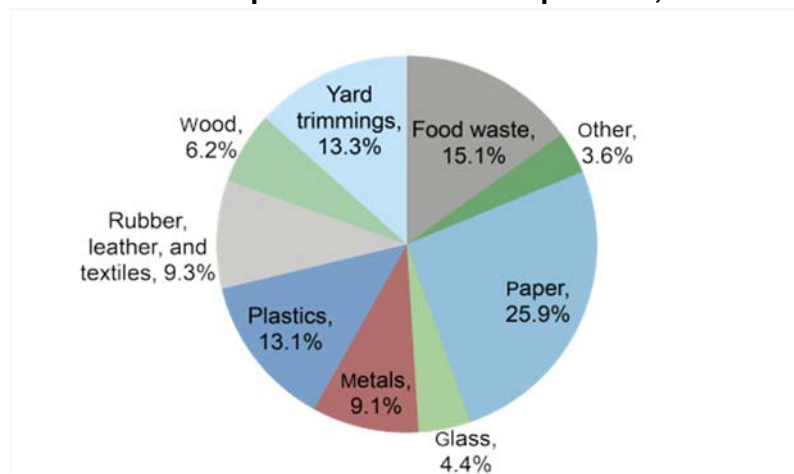
<sup>2</sup> Re-Amp report: *Equitable Beneficial Electrification (EBE) for Rural Electric Cooperatives: Electrifying Residential Space and Water Heating.*

### Waste Prevention and Sustainable Materials Management

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.<sup>3</sup>

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.

<sup>3</sup><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.<sup>4</sup>

### 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

<sup>4</sup> <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 products<sup>5</sup> 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.

# 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 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 offered through the City Electric Utility.
- 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](http://www3.weforum.org/docs/White_paper_Circular_Economy_in_Cities_report_2018.pdf))

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

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<sup>5</sup><https://www.epa.gov/watersense>

# 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.”<sup>1</sup> 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.<sup>2</sup> 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

<sup>1</sup>[https://www.watershedcouncil.org/uploads/7/2/5/1/7251350/ltbody-climate\\_change\\_report-final-web\\_2.pdf](https://www.watershedcouncil.org/uploads/7/2/5/1/7251350/ltbody-climate_change_report-final-web_2.pdf)

<sup>2</sup> 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.<sup>3</sup> 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.<sup>4</sup>

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.<sup>5</sup> 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.

<sup>3</sup> (U.S. Environmental Protection Agency (EPA) (2016) "Heat Island Effect."

<sup>4</sup> [http://www.livablepetoskey.org/downloads/urban\\_forest.pdf](http://www.livablepetoskey.org/downloads/urban_forest.pdf)

<sup>5</sup> (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.<sup>6</sup>



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) Advocate for broader community engagement and participation in the City’s resiliency and sustainability efforts.

# Climate Resilience and Natural Resource Management

- t) Encourage environmentally friendly practices when using herbicides and pesticides on City property whenever practical.
- 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.
- w) Use compost in public projects such as road and trail construction whenever practical.

# 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.<sup>1</sup> We

<sup>1</sup>[https://cms3.revize.com/revize/petoskeymi/document\\_center/PlanningZoning/Access%20Management%20Plan%20-%20Complete.pdf](https://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
<b>Principal Arterial</b>	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).
<b>Minor Arterial</b>	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).
<b>Collectors</b>	Streets that serve as a link between local streets and minor arterials (e.g., Howard Street, Kalamazoo Avenue, Waukazoo Avenue, Lockwood Avenue, Lake Street).
<b>Local Streets</b>	Streets that primarily access individual properties and homes (e.g. Morgan Street, Grove Street, Summit Street, Lockwood Avenue).



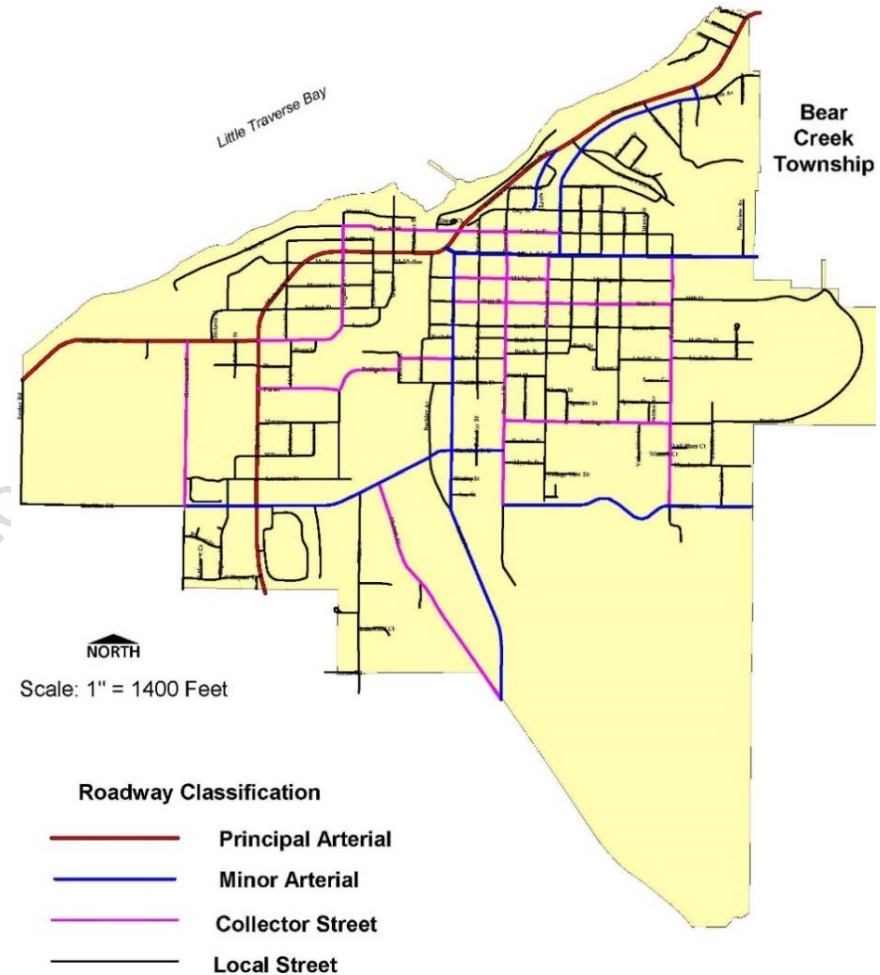
# BUILT ENVIRONMENT

## Infrastructure Optimization

**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/](https://ops.fhwa.dot.gov/access_mgmt/)

### City of Petoskey Roadway Classification System



# BUILT ENVIRONMENT

## Utilities

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.<sup>2</sup>

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%20Reports/2019%20-%2003-09-20.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](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

## Infrastructure Optimization

- 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.

# 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**

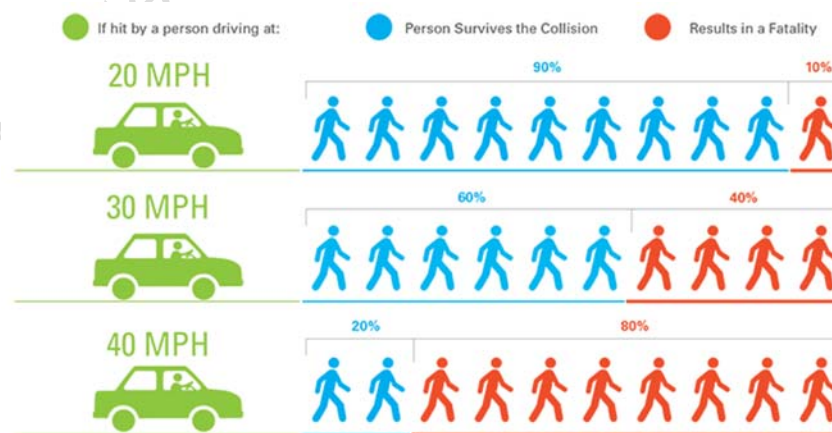


Image source: US Department of Transportation, Literature Reviewed On Vehicle Travel Speeds and Pedestrian Injuries. March 2000.

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 year<sup>1</sup>. 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.<sup>2</sup>

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

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

<sup>2</sup> [https://www.cdc.gov/healthyplaces/transportation/promote\\_strategy.htm](https://www.cdc.gov/healthyplaces/transportation/promote_strategy.htm)

<sup>3</sup> 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.<sup>3</sup> 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.<sup>4</sup> Bike routes, bike parking, and protected bike lanes all work to increase the use of bikes for transportation.

<sup>4</sup> 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.<sup>5</sup> 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.

<sup>5</sup> Link to FEET surveys and studies  
Chapter 3 – Built Environment

# BUILT ENVIRONMENT

- 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.

# 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”<sup>6</sup> to promote identified bike routes.
  - Advocate for a regional trail authority to manage, maintain, promote and expand the trail system.

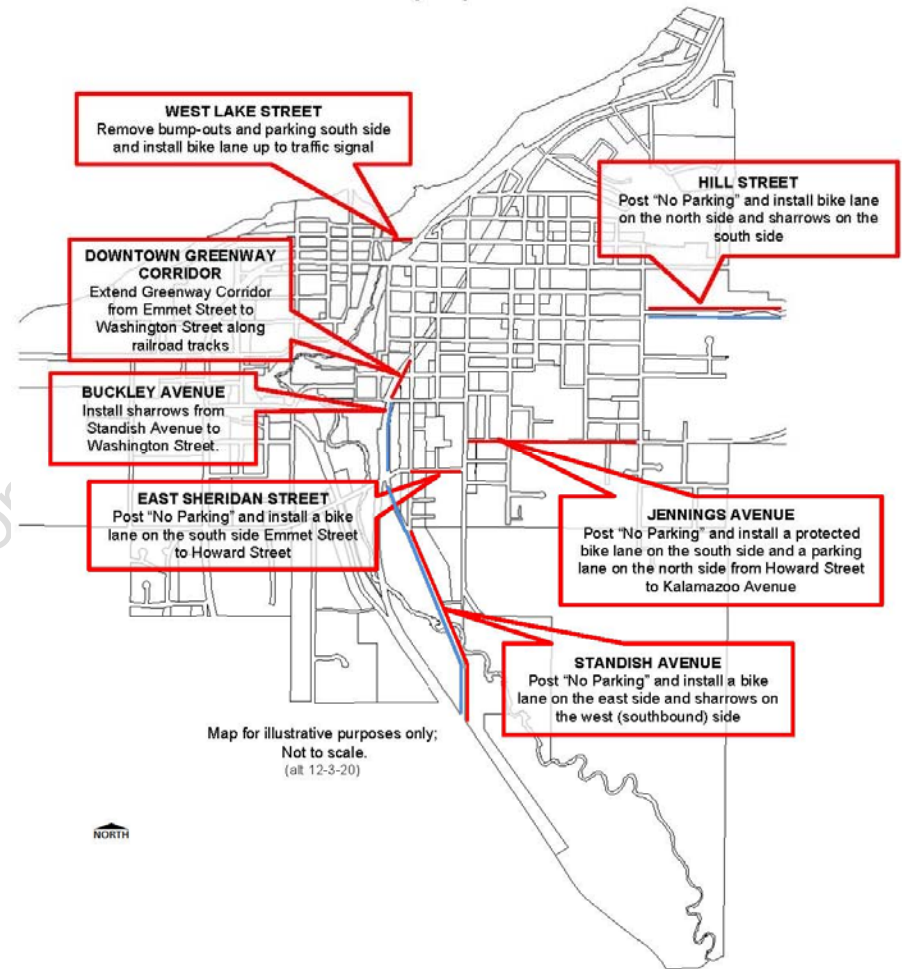
<sup>6</sup> Bike the Drive events are held in many cities including Chicago ([www.bikethedrive.org](http://www.bikethedrive.org)), and Madison, WI (“ride the drive”).

# BUILT ENVIRONMENT

- 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 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.<sup>1</sup>

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

\* 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"<sup>2</sup> 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"<sup>3</sup>. Tapping into this growing segment will help the community thrive during uncertain economic times.

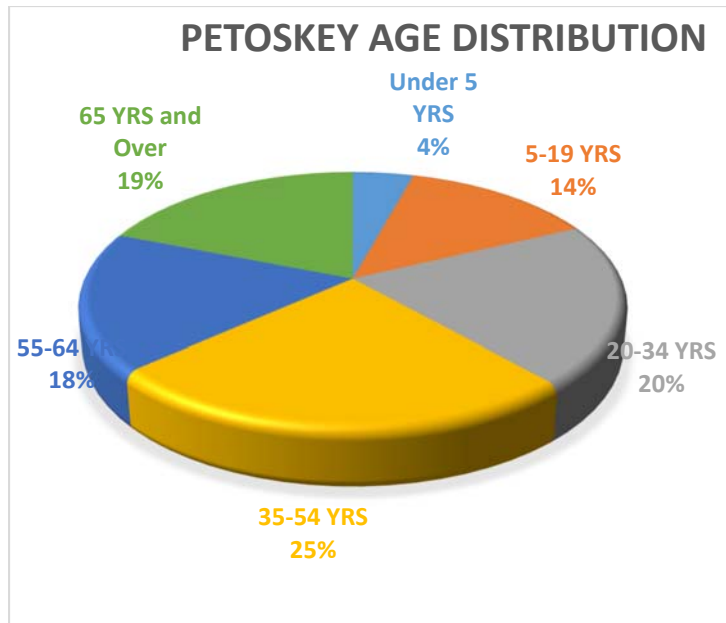
<sup>1</sup> Sanborn Map for Petoskey, October 1919.

<sup>2</sup>AARP "Where We Live, Communities for All Ages, 2018 Edition.

<sup>3</sup> 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).<sup>4</sup> 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.

<sup>4</sup> 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.<sup>5</sup> 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](https://milmi.org/Portals/198/publications/Population_Projections_2045.pdf?ver=2019-09-09-122247-547)

## 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.

"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."

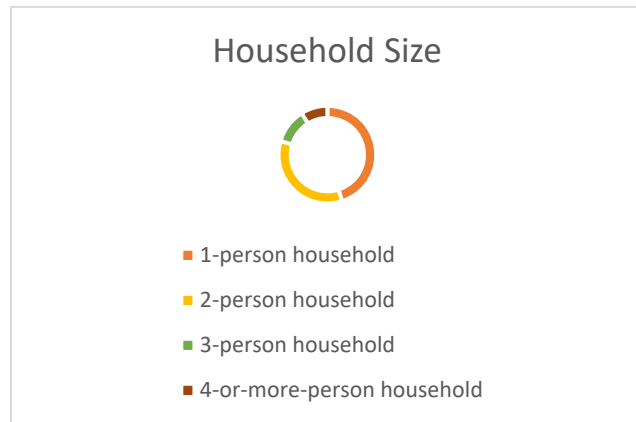
**Megan Sandel, MD, MPH, Boston University**

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.



# 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
Boyer 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



## BUILT ENVIRONMENT

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.<sup>6</sup> 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.

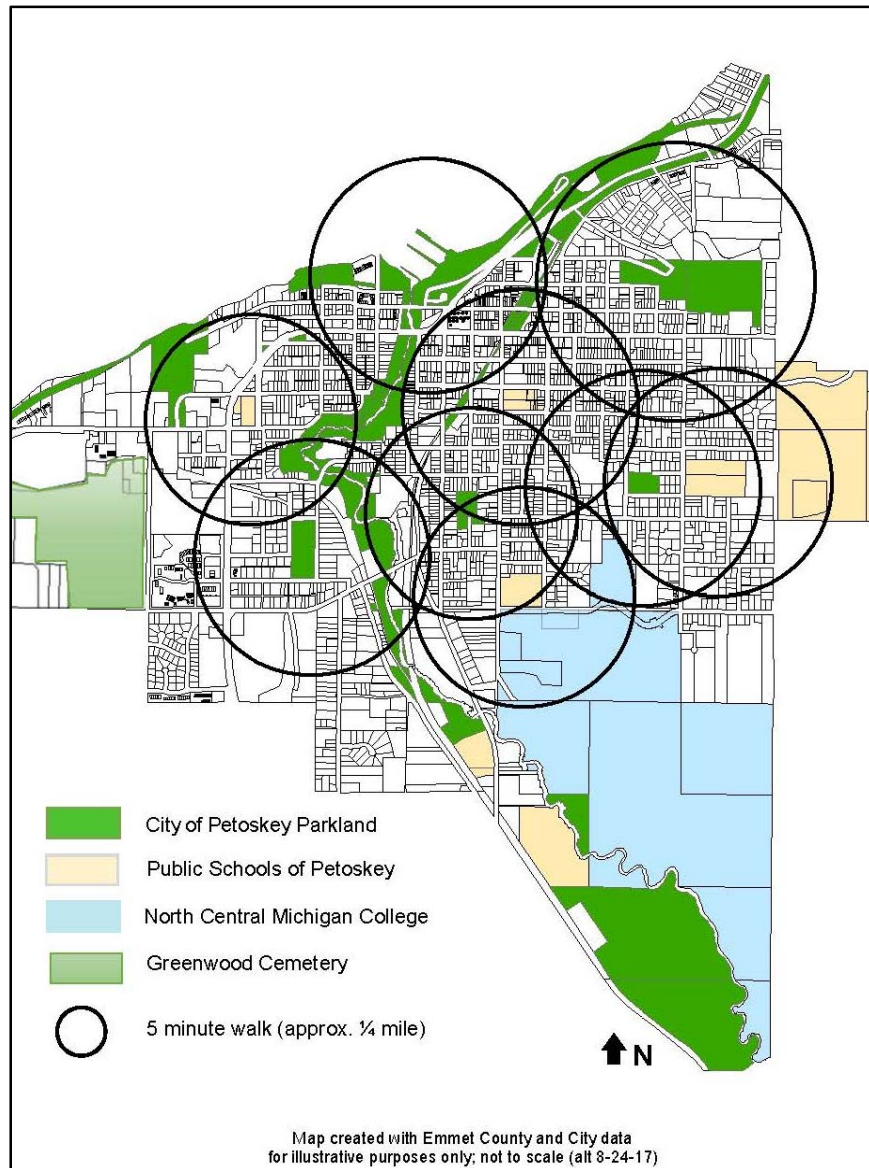
The zoning ordinance allows home businesses in residential districts as long as they maintain a residential character. This is to protect neighborhood integrity, as well as allow low-impact economic activity. It is anticipated that the experiment in working from home during the COVID-19 crisis will accelerate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

<sup>6</sup> <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.
- l) Periodically review and update the City's Non-motorized Facilities Plan.
- m) Fund street tree replacement at an accelerated rate to enhance neighborhood tree canopies.
- n) Create preservation guidelines for residential structures, similar to the Downtown Design Guidelines, to encourage proper renovation of significant architectural structures.
- o) Increase funding for improvements to neighborhood parks.
- p) Revise the East Mitchell National Historic Register District to incorporate boundary corrections.
- q) 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.

## Neighborhoods for All

- r) Provide information and support to residents who wish to establish neighborhood associations.
- s) Improve enforcement of nuisance and zoning ordinance issues through the creation of a code enforcement officer position.

## LOCAL ECONOMY

Petoskey serves as the county seat and a regional service center for the health care, education, and hospitality sectors in northwest Michigan. Our economic resilience relies upon the success of these sectors, as well as the attraction of new entrepreneurial endeavors and redevelopment of under-utilized areas.

The importance of these economic sectors to our region cannot be understated as illustrated in the following tables. However, as previously stated, past data may not adequately indicate future short term economic trends due to global changes accelerated by the COVID-19 pandemic.

**Highest Employment Industries Located in the City of Petoskey**

Industry	Number of Employees	Annual Payroll	Number of Establishments
Health Care and Social Assistance	2,941	\$134,633M	114
Retail Trade	1,505	\$35,190M	165
Accommodation and Food Service	1,167	\$17,793M	70
Manufacturing	412	\$17,162M	18
Administration and Support, Waste Management and Remediation Services	267	\$8,334M	29
Finance and Insurance	249	\$12,710M	45

Source: US Census Bureau, 2012 Economic Census

## Assets and Opportunities

**Top Employment Industries for Petoskey City Residents Ages 16 and Over\***

Industry	Number	Percent
Educational Services, Health Care and Social Assistance	625	21%
Arts, Entertainment, Recreation, Accommodation and Food Service	508	17%
Professional, Scientific, Management, Administrative and Waste Management	430	14%
Retail Trade	354	12%
Manufacturing and Construction	342	11%
Services (excluding Public Administration)	278	9%

Source: U.S. Census Bureau, 2013-2017 ACS 5-Year Estimates

\*Percentages do not add up to 100%

### Health Care

The presence of McLaren Northern Michigan in the City is one of our greatest economic assets. A regional referral center and level II trauma center, the hospital 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 has nearly 1,900 employees, including more than 230 physicians that represent nearly all medical and surgical specialties. The facility continues to grow, with a \$150 million expansion/renovation that will create 92 private patient rooms, 12 observational beds, a new operating room, and lobby improvements.

## LOCAL ECONOMY

McLaren Northern Michigan has achieved Magnet® status for nursing excellence, been named a Top 50 heart hospital in the U.S. by IBM/Watson Health, and received the highest national ratings from the Centers for Medicare and Medicaid Services for quality and safety.

### Hospitality and Retail

Hospitality and retail sectors are core to our regional resort and tourist economy. According to the Petoskey Area Convention and Visitors Bureau (PAVB), that serves the Petoskey, Harbor Springs, Alanson, Bay Harbor, Boyne Falls and Boyne City area, approximately 1.4 million visitors spent \$55 million on lodging in 2017, and the period between 2014 and 2018 saw room revenues increasing in all months. A 2019 update to a 2017 ESRI® Retail MarketPlace Profile© indicated \$51 million in food and drink sales and \$351 million in retail sales within a two-mile radius of downtown. Based on our year-round population, this represents a surplus of sales of approximately 56 percent, indicating the impact of sales from visitors.

The City continues to make investments that enhance our natural resources and contribute to the tourism economy, specifically the park and trail system. In addition, continued investment into downtown is critical to ensuring its vibrancy and identity as the economic and cultural center of the community.

### Downtown

Downtown Petoskey is a large business district relative to the year-round City population of just under 6,000, encompassing 826,684 square feet of ground floor, basement, and upper story commercial space, as well as vacant land. The county facilities, approximately 140,000 square feet, are not included.

Downtown has followed the national trend of moving toward a more service-sector business district, largely due to the impact of on-line retail sales. It has also, over many years, become a year-round district

## Assets and Opportunities

and less of a seasonal business location than other downtowns in the region, requiring a balance between the needs and desires of locals with those of visitors. This new mix of businesses has resulted in a vacancy rate in October 2020 of 13.7 percent, which compares to what downtown vacancy rates were nationally in 2017 (10 percent) according to Robert Gibbs, Gibbs Planning Group.

One of Downtown Petoskey's unique attributes is the number of multi-generational businesses that own their real estate. The stability these businesses provide is a significant, unique value to the business community, offering institutional memory, as well as a long-term view of Downtown's success. Operating a small business for 20+ years takes a certain tenacity and requires succession planning in addition to adaptability in the face of changing preferences and market conditions.

### Downtown Petoskey Multi-generational Businesses

◆ Stafford's Perry Hotel ◆ Petoskey Plastics ◆  
Grandpa Shorter's Gifts ◆ McLean and Eakin Booksellers  
◆ Linda Michaels ◆ Bear Cub Outfitters ◆ Cutlers ◆  
Symons General Store ◆ Russel Shoes  
◆ American Spoon Foods ◆ City Park Grill ◆  
Reusch Jewelers ◆ Meyer Ace  
◆ Circus Shop ◆ Reid Furniture ◆ Murdick's Fudge ◆

### Education and Job Training

The Petoskey community values education and supports our high quality education system, as shown through consistent approval of school millage requests.

The Public Schools of Petoskey District had a 2018-2019 school year enrollment of 2,810 students with per student foundation revenue of \$7,871 and 67.2% of the general fund expenditures for



## LOCAL ECONOMY

instruction. The district attendance rate was 95% or higher for all schools and the high school graduation rate was 97%.

At the high school level, students participate at a higher rate than the state in the advanced placement subject tests and 65% of those students tested received college credit. Petoskey's 2017-2018 SAT scores placed 62% of students proficient in all subjects versus 48% statewide. Approximately 19% of high school juniors and seniors took part in dual enrollment opportunities with colleges and universities, including our local community college, North Central Michigan College. In addition to the public schools, there are several private schools throughout the county including St. Francis Xavier, Harbor Light Christian, and St. Michael's Academy.

**Resident Educational Attainment**

<b>Educational Attainment Level</b>	<b>State of Michigan Percent of population 25 years and over</b>	<b>City of Petoskey Percent of population 25 years and over*</b>
Less than 9 <sup>th</sup> Grade	3.0%	1.2%
9 -12 <sup>th</sup> Grade/No Diploma	6.7%	3.5%
High School Diploma	29.3%	20.5%
Some College/No Degree	23.6%	24.6%
Associate's Degree	9.3%	1.01%
Bachelor's Degree	17.1%	22.5%
Graduate or Professional Degree	11.0%	17.6%

Source: US Census Bureau, 2012 Economic Census

\*Does not add up to 100%

In addition, Char-Em Intermediate School District (ISD) provides the school district with services in the areas of special education, early childhood, and career and vocational education.

The presence of the North Central Michigan College (North Central) in the City is another community economic asset. North Central is an

Chapter 4 – Local Economy

## Assets and Opportunities

accredited community college that offers 24 associate degrees and 39 certificates. The school offers classes that may lead to certification, an associate's, a bachelor's or an advanced degree from the University Center. Through partnerships with Lake Superior State University, Central Michigan University and Spring Arbor University, students can take classes for bachelor and masters programs at the North Central campus. North Central's enrollment in the Winter-2019 semester reached 2,498, with 41 percent of students dual-enrolled.



North Central Michigan College

Image source: Emmet County Master Plan 2020-2024

Examples of training programs relevant to local industry needs include certificates of development in computer numerically controlled (CNC) machinist technology, hospitality and hotel, and associates degrees in nursing and welding.

### Entrepreneurism

Petoskey has historically been a community of entrepreneurs—a place where individuals see a need and are willing to take the risk to fulfill that need. Many small businesses have started in Petoskey and grown to be national in scope, while others open a downtown storefront and stay for generations.

# LOCAL ECONOMY

It is these risk takers that create a vibrant, resilient business community. The COVID-19 pandemic created new challenges, requiring an accelerated move to on-line retail sales and other adaptations. The survival of these local landmarks will be critical for the future success of downtown and the community as a whole. Encouraging residents to “buy local”, even if it is on-line, will improve our sustainability by keeping dollars circulating locally and minimizing energy consumption of transportation and packaging.

## Sharing Economy

As a destination community, residents of Petoskey are very familiar with home-sharing and boarding houses. What has changed the dynamic of home sharing, as well as sharing of other under-utilized resources including vehicles and office space, is the internet.

### Sharing Economy

An economic system in which assets or services are shared between private individuals, either for free or for a fee, typically by means of the internet.”

*Oxford English Dictionary*

There are several factors driving the growth of the sharing economy including its flexibility and convenience of online access to shared goods and services, low barrier to entry, and minimal regulations. The sharing economy is effective because it promotes frugality and social responsibility, and provides consumers a way to participate in more activities in an affordable and sustainable way.

From a workforce standpoint, some are opting to leave the traditional workforce, or to use the sharing economy (or gig economy) as a secondary source of income. Petoskey, because of its amenities, is a community that is attractive to these types of workers. However, cost and lack of available housing will limit how many freelancers would be able to relocate here.

<sup>1</sup> <https://www.localdifference.org/>

<sup>2</sup> <http://glisa.umich.edu/resources/great-lakes-regional-climate-change-maps>

# Assets and Opportunities

Simply said, there are pros and cons to the sharing economy, but it may provide new opportunities that improve our community resilience. As a community, we need to be aware that it exists and what parts of it we want to regulate and/or promote. We want to preserve our neighborhoods from becoming investments for out of towners to rent short-term so the community regulates vacation rentals. On the other hand, a vehicle sharing system among downtown residents could reduce the need for parking so may be something that we want to encourage or incentivize. Finally, use of telemedicine and other areas in the healthcare industry where the sharing economy could potentially make in-roads may benefit rural communities such as ours.

## Local Food Economy

The problems created by our highly specialized national food distribution system became increasingly evident during the COVID-19 crisis. While the Petoskey area has had a strong “grow local” campaign for many years<sup>1</sup>, residents are now more interested than ever in food security, self-sufficiency, and local agriculture. Climate change projections indicate that our number of frost-free days is likely to increase, thus extending the growing season and potentially making local production more viable.<sup>2</sup> The local food system thrives when entrepreneurial growers have direct links to institutions and businesses, and residents are enabled to participate through community and backyard gardens and small-scale animal husbandry. Improving these links and establishing goals, strategies and actions for our local food economy is critical to improve our local economy resilience.

# LOCAL ECONOMY

## Infrastructure

The importance of high quality infrastructure systems, including transportation and utilities was discussed previously, but should also be mentioned in the context of economic development. Access to and from external markets is essential for our rural community. We are fortunate to have excellent working relationships with our Michigan Department of Transportation Service Center (Gaylord TSC) that does an excellent job of maintaining our federal highway system. We continue to have access to rail, which is essential to businesses that rely on freight, such as Petoskey Plastics, as well as holding the potential for future passenger rail.

Air travel is also critical to our economy. We are fortunate to have Pellston Regional Airport within 20 miles that provides commercial passenger flights daily to Detroit Metro, private plane, and cargo services. The Harbor Springs airport, operated by the Harbor-Petoskey Area Airport Authority, provides private pilots access to the area, as well as serving an important role in emergency patient transport and patient delivery.

The City is the provider of water, sewer, and electric utilities, while broadband infrastructure is available through private carriers.

## Business Retention and Attraction

The retail environment is rapidly changing, as we experience closure of national and regional retailers and restaurants. In addition, Petoskey's home town newspaper is no longer produced or printed in the community. The changes brought about by global economic conditions will require businesses to adapt and innovate. To help them survive, we will need to provide flexibility, while protecting what makes Petoskey special—our natural beauty and attention to the details. We will also rely on partner organizations that are better equipped to work directly with businesses.

# Assets and Opportunities

The Petoskey Area Chamber of Commerce is an economic development partner actively working to identify, nurture and promote businesses that follow the "Conscious Capitalism" business model and we have many area examples of businesses that value the "Triple-Bottom-Line" value system (measure of sustainability that includes social, environmental and financial factors).

Networks Northwest is the 10-county regional agency that works on talent, business and community development. Through its Northwest Michigan Works office, it provides services to connect job seekers and workers and help develop skills through apprenticeships, training, and networking. The Small Business Development Center (SBDC) works to improve business results through sales growth, reduced costs and higher profitability. The Procurement Technical Assistance Center (PTAC) helps area business secure local, state, and federal government contracts. The Community Development department of Network Northwest provides contracted services and grant funding to communities, as well as acting as a convener/facilitator of larger regional issues and programs such as housing and recreational amenity development.

One of the potential long-term impacts of the COVID-19 Stay at Home order is an increased acceptance of working from home. Both for home offices and student access to school work, the availability of high-speed internet continues to be critical economic development infrastructure. Fortunately, the City does have access to broadband through private carriers, and according to the Census, 81.7% of Petoskey households have a computer and 76.7% have a broadband internet subscription. There may be an opportunity to attract remote workers wanting to locate outside of major metropolitan areas in high-amenity communities.



# LOCAL ECONOMY

Petoskey was recently mentioned in PC Magazine for that very reason.<sup>3</sup>

A critical employee attraction and retention issue is the lack of and cost of quality childcare. This is not unique to the Petoskey area but affordable childcare availability is essential to ensure the livelihood of families and the local economy.

## **Local Economy Assets and Opportunities Goals**

- Downtown Petoskey is maintained and enhanced as the regional economic and cultural center of the community.
- A skilled workforce that can adapt and succeed in changing economic times is trained and retained.
- The area's hospitality industry is supported and promoted.
- Our high quality of life is maintained by having housing for the year-round workforce as well as second home and seasonal residents.
- Education and lifelong learning is supported.
- Transportation infrastructure to support regional economic development and business retention is provided.
- Regional business and industry is retained whenever possible.
- The sharing economy improves community sustainability through decreased resource use.
- City purchasing policies encourage use of local businesses to the greatest extent practical.
- The local economy improves through the increase in production, processing, and consumption of local food.
- Resident well-being improves through the increased access to, affordability and consumption of local foods.
- Community resilience is improved through the reduced dependency on imported foods.

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<sup>3</sup>[https://www.pcmag.com/news/15-affordable-small-towns-in-the-us-with-fast-internet-for-remote-workers?utm\\_source=edit&utm\\_medium=notification](https://www.pcmag.com/news/15-affordable-small-towns-in-the-us-with-fast-internet-for-remote-workers?utm_source=edit&utm_medium=notification)

# Assets and Opportunities

- Our local agriculture and aquaculture resources are protected, enhanced and restored.
- Preserve and build upon community assets in a manner that enhances our shared prosperity and well-being.

## **Strategies and Actions**

- a) Work with the Downtown Management Board to continue development and implementation of strategic plans.
- b) Support and remove barriers to the creation of day-care facilities.
- c) Work with McLaren Northern Michigan and the medical community to support and promote medical-related business opportunities.
- d) Work with local groups to grow the arts community.
- e) Work with Networks Northwest, Emmet County and neighboring communities on business and industry retention and recruitment.
- f) Develop events and activities that embrace our "Winter City" status to enhance community livability and tourism.
- g) Work with educational institutions to ensure quality local education and life-long learning opportunities.
- h) Continue to develop a multi-modal transportation system, including improved public transit, to support and enhance local economy resiliency.
- i) Continue to work with the Harbor-Petoskey Area Airport Authority and Pellston Regional Airport to fund and improve air access for the region.
- j) Regulate those aspects of the sharing economy that detract from the ability of the community to have year-round neighborhoods.

## LOCAL ECONOMY

- k) Work with the Chamber of Commerce to support further development and growth of small, entrepreneurial businesses and retention/attraction of young professionals.
- l) Purchase from local businesses to the greatest extent practical.
- m) Allow structures such as hoop houses and greenhouses in all zoning districts to extend the local growing season subject to reasonable standards and approval.
- n) Allow backyard poultry and rabbits for personal use in residential neighborhoods subject to reasonable standards and approval.
- o) Allow apiculture in all zoning districts subject to reasonable standards and approval.
- p) Research and address issues that limit use of the Hungry Hollow Community Gardens to ensure accessibility to all current and future community gardens.
- q) Identify publicly-owned land with potential for edible and fruit bearing plants and trees.
- r) Incentivize designated garden space in affordable housing developments.
- s) Review the intent of business districts for opportunities to add small food processors and community kitchens as permitted or special condition land uses.
- t) Encourage partnerships between local food producers and local institutions.
- u) Support and promote the Emmet County Food Scraps Collection and Composting programs.
- v) Identify space for a year-round farmers market.
- w) Work with regional partners on a purchase of development rights program to protect critical agricultural lands and facilities.
- x) Encourage discussion of Community Wealth Building business models.<sup>4</sup>

<sup>4</sup> <http://www.mml.org/cwb/>

## Assets and Opportunities

### Community Wealth Building

*“Community wealth building is about developing assets in such a way that the wealth stays local...helping families and communities control their own economic destiny.”*

– Marjorie Kelly, Democracy Collaborative [“What is Community Wealth Building and Why is it so Important?”](#) 2014.

*“Community Wealth is being raised bottom up, and is fundamentally committed to upgrading skills, growing entrepreneurs, increasing incomes and building assets.”*

– Ross Baird, Bruce Katz, Jihae Lee, and Daniel Palmer, [“Towards a New System of Community Wealth”](#) 2019.

# LOCAL ECONOMY

## Redevelopment and Infill Development

In August 2018, Petoskey became a Redevelopment Ready Certified Community® (RRC) through the Michigan Economic Development Corporation (MEDC). The program measures and then certifies communities that integrate transparency, predictability and efficiency into their daily development practices. As part of the certification process a Developer's Handbook was created to help navigate the City approval process, an Economic Development Strategy was developed (update in 2021), and priority redevelopment sites were identified.<sup>1</sup> These sites continue to be where the City believes redevelopment should be focused. The intent of the program is to have communities determine where they want to focus redevelopment—either with or without incentives—as well as to improve the predictability of the redevelopment process. The MEDC is a vital partner to the City for technical and financial assistance.

There remains little undeveloped land within the City, so any growth will occur through redevelopment and infill development. Redevelopment is more costly than green-field development which is why programs like tax increment financing exist to help developers reinvigorate these sites. Through public meetings with both the Planning Commission and City Council, city officials agreed to focus on two (2) main geographical areas within the City for economic redevelopment efforts: Downtown and the Old Town Emmet Neighborhood. These areas could enhance the area's ability to absorb future growth in the hospitality sector, allow for small scale manufacturing and create various levels of housing.

Both the 2018-2022 Downtown Strategic Plan and the 2021-2026 Capital Improvement Plan identify projects to support further economic development activity in these areas.

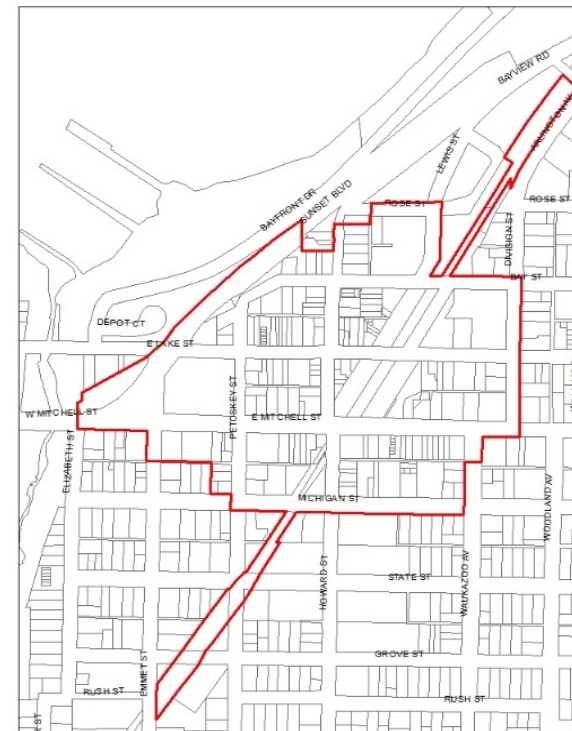
<sup>1</sup>[https://www.petoskey.us/departments/planning\\_and\\_zoning/redevelopment\\_ready\\_communities.php](https://www.petoskey.us/departments/planning_and_zoning/redevelopment_ready_communities.php)

## Redevelopment and Infill Development

### Downtown

The first area is Downtown Petoskey and its periphery. Downtown is generally bounded by Michigan Street on the south, Emmet Street and U.S. 31 on the west, Rose Street on the North and Division Street and Waukazoo Avenue on the east. However, the Downtown Development Authority boundary actually extends from Winter Park Lane to the north and to Emmet Street on the south along the Downtown Greenway Corridor.

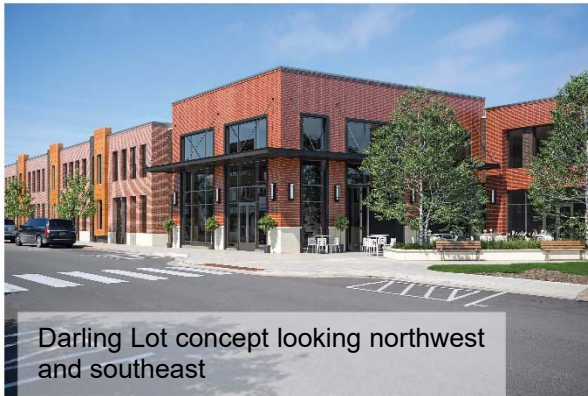
**Downtown Development Authority Boundary**



## LOCAL ECONOMY

Priority redevelopment sites are detailed in the Economic Development Strategic Plan<sup>2</sup>, which is annually reviewed and updated.

The Darling Lot is the only priority redevelopment site that is municipally owned and controlled. For this reason, and with pre-development assistance through the RRC program and the Michigan Municipal League, a concept for the Darling Lot was created to illustrate how the site could be redeveloped to incorporate a parking structure and housing within existing zoning ordinance requirements. However, it was decided that the concept did not adequately address the need for existing and development-related parking, so no further action has been taken.



Darling Lot concept looking northwest and southeast

## Redevelopment and Infill Development



Source: *Darling Lot Market Analysis, Mission North and Influence Design System, LLC*

In addition to designated priority redevelopment sites, downtown and the adjacent area presently contain numerous privately-owned redevelopment and infill development opportunities including the former Petoskey News Review building and about a dozen vacant storefronts. Collectively these unutilized spaces have a significant negative impact on downtown but offer important redevelopment potential.

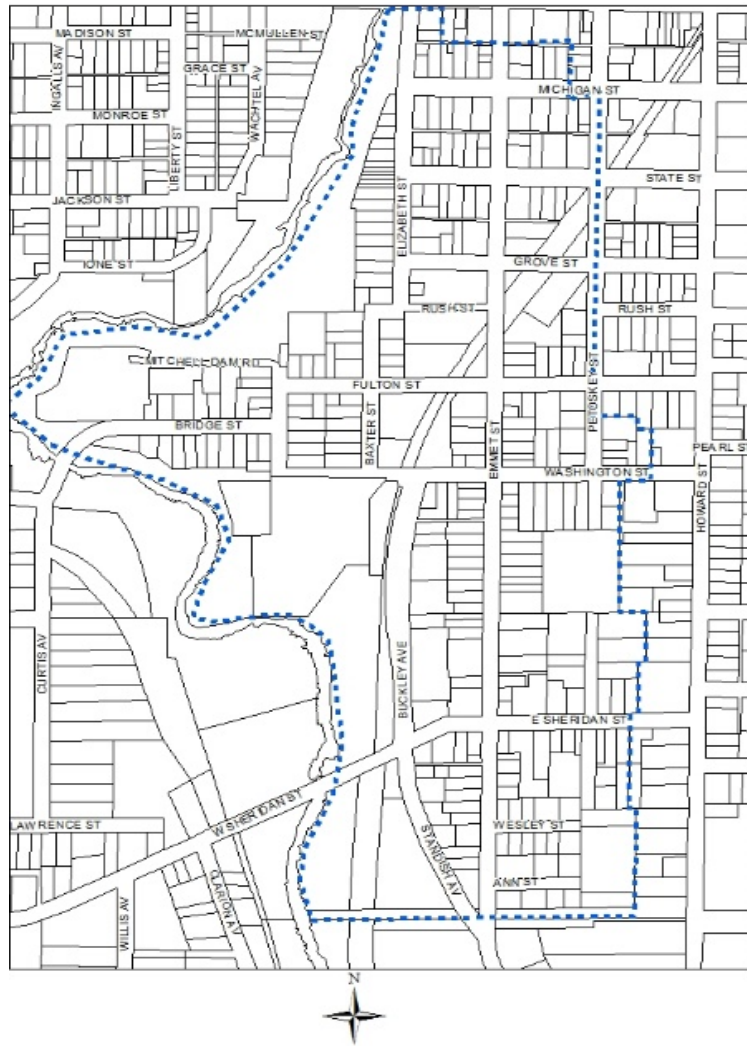
### Old Town Emmet Neighborhood

The second redevelopment focus area is the Old Town Emmet Neighborhood, just to the south of Downtown. Historically, the area held many industries that took advantage of the Bear River, including several mills and power generating plants. The area has ten properties currently listed on the National Register of Historic Places, with many others that meet the criteria to be placed on the registry.

<sup>2</sup>[https://cms3.revize.com/revize/petoskeymi/document\\_center/Planning%20and%20Zoning/2021%20ED%20Plan\\_approved%204\\_19\\_21.pdf](https://cms3.revize.com/revize/petoskeymi/document_center/Planning%20and%20Zoning/2021%20ED%20Plan_approved%204_19_21.pdf)



## LOCAL ECONOMY



Emmet Street bisects the neighborhood and was historically the main road into Petoskey from the south. As a major collector thoroughfare, the street continues to carry significant traffic with an average of just under 4,000 vehicles daily in October 2020. The “four corners” of

## Redevelopment and Infill Development

Emmet and Washington Streets is the commercial center of the neighborhood and has most recently been known for its cluster of resale shops and the long-standing Tom and Dick’s convenience store.

Emmet Street was fully reconstructed in 2017, and the Downtown Greenway Corridor extended to Emmet Street, as well as the sidewalk widened on the east side to eight (8) feet. Neighborhood pedestrian orientation has greatly improved, with connections to downtown, the Little Traverse Wheelway at the waterfront, Bear River Valley Recreation Area, and the North Country National Scenic/Iron Belle Trail. The City has acquired the rail corridor between Emmet Street and Washington Street for extension of the greenway, with a longer-term goal of extending the trail to River Bend Park. This extension of the greenway is seen as an important public investment to encourage redevelopment of the area into residential uses.

The neighborhood has a mix of residential, business and industrial zoning. The B-2B Mixed Use Corridor district encompasses several properties adjacent to the rail corridor and was created as a mixed use district that promotes redevelopment densities needed to further extend the pedestrian-oriented development pattern that exists downtown.

Further south in the neighborhood and adjacent to the river are several heavy commercial/industrial properties that are seen as longer-term redevelopment sites given their proximity to the Bear River Valley Recreation Area. The Poquette property, Gibson Excavating and the former Continental Structural Plastics building that is currently home to several contractor businesses are properties that are candidates for redevelopment and infill development.

## LOCAL ECONOMY

Michigan Maple Block announced in the spring of 2020 they would be closing after over 130 years. This was a significant loss of over 50 jobs. The property owner requested to be included as a priority site for a future complete redevelopment into an integrated mix of housing, commercial, and production space.



### Additional Opportunities

In addition to these two larger geographical areas, another opportunity for redevelopment and infill development may be a growing trend in commercial vacancies which seems to be happening in commercial mall locations both in the city and just outside, including Crest View Commons, Bay Mall, and Bear Creek Mall. If this trend continues, and mall tenancies soften, redevelopment and infill opportunities of other than retail uses should be considered. Due to their underutilized parking lots, as well as proximity to principal arterial streets, these sites are suited to mixed use redevelopment and infill development. The addition of upper-stories to these malls, as well as infill development of parking lots are encouraged for the creation of mixed-income housing.

Finally, the need for housing in the community can also be addressed by increasing allowable density of existing residential areas. As previously discussed, reviewing the zoning ordinance density and height restrictions in both residential and commercial areas are two proactive measures the community can take to allow for needed infill residential development.

The Petoskey area is fortunate that it continues to have a robust local economy with many assets and opportunities to build upon. The following goals, strategies and actions will move us toward a more resilient and sustainable future.

## Redevelopment and Infill Development

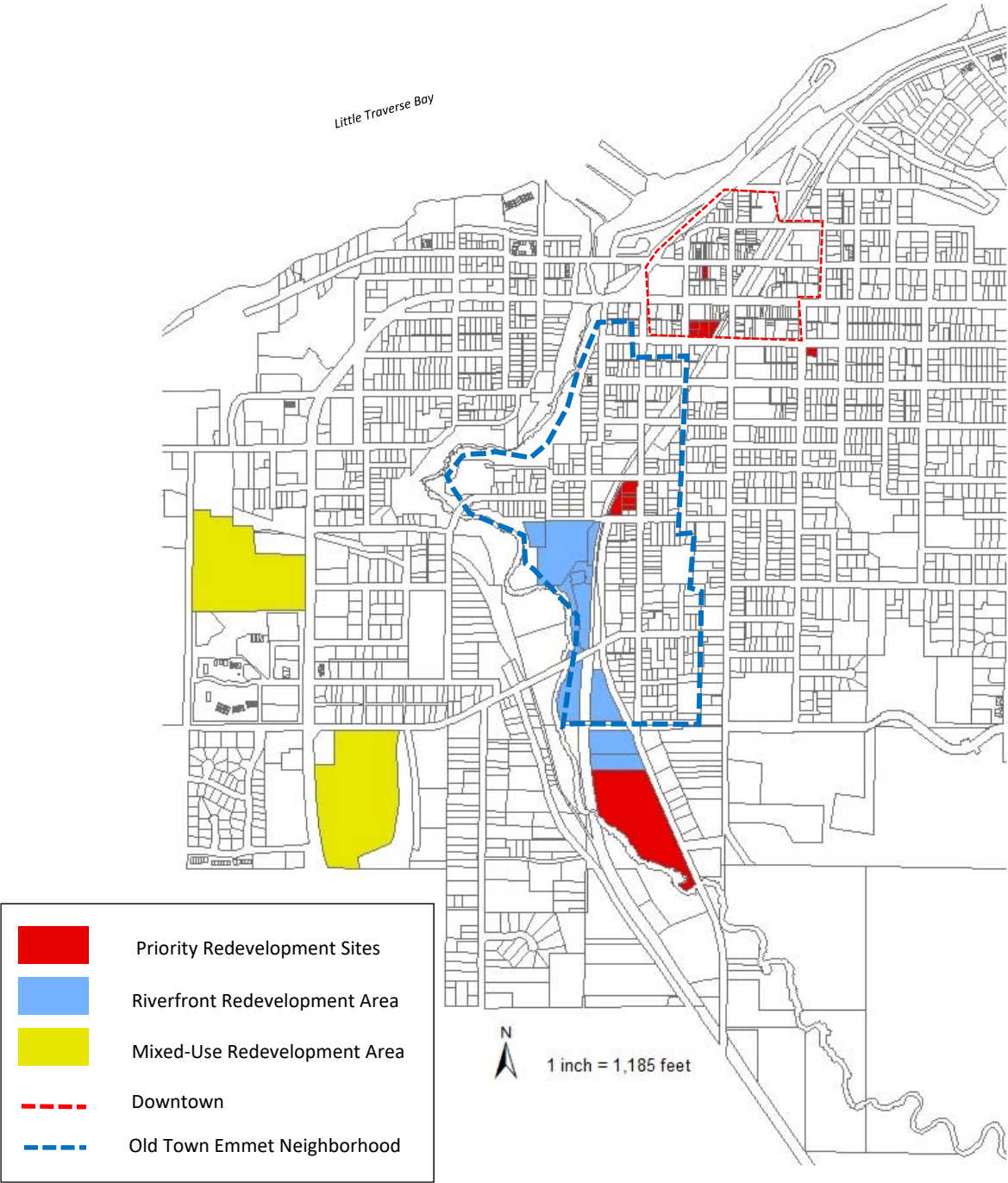
### Redevelopment and Infill Development Goals

- Downtown Petoskey is maintained and enhanced as the regional economic and cultural center of the community.
- Economic development is encouraged and supported that protects, enhances, and keeps relevant the community's natural, historic, social and cultural resources.
- Redevelopment of vacant property and empty storefronts is encouraged and facilitated to the greatest extent possible.
- Infrastructure that supports technologically advanced companies is installed.
- Housing types for a wide range of residents, including young adults, families, and retirees are available.
- Transportation infrastructure to support regional economic development and business retention is provided.

### Strategies and Actions

- a) Maintain the Redevelopment Ready Communities™ Certification.
- b) Maintain an inventory of potential redevelopment or infill development sites.
- c) Evaluate and prioritize Redevelopment Ready Sites for possible development incentives.
- d) Review the Zoning Ordinance requirements for lot size, minimum house square footage, building height, clustered housing, and accessory dwelling units to remove barriers to the creation of affordable housing options.
- e) Review parking requirements to maximize the redevelopment potential of sites in proximity to non-motorized infrastructure.
- f) Continue to consider all redevelopment tools available to incentivize desired redevelopment including tax increment financing, payment-in-lieu of taxes (PILOTs), tax abatements, and neighborhood enterprise zones.

**Figure 4.1**  
**Redevelopment and Infill**  
**Development Opportunity Areas**



*Map created with Emmet County data by the  
Office of City Planner for illustrative purposes only  
(alt 4/27/2021)*



# LAND USE AND ZONING PLAN

## Existing Land Use

The City of Petoskey corporate limits encompass 6.2 square miles or about 4,000 acres, including the Bay Harbor territory, which was a jurisdictional transfer from Resort Township in 1994 through an intergovernmental agreement. Including the Bay Harbor territory, the City has eight (8) miles of Lake Michigan shoreline and 1,200 acres of parks and public open spaces. The City is a fully developed community with taxable properties that include 79 percent residential and 21 percent commercial (less than one percent industrial).<sup>1</sup> Residential and tax exempt properties combined (public and quasi-public institutional uses) make up approximately 75 percent of the land area, as illustrated on Figure 5.1 Current Land Use. While the City is almost entirely built-out, there are vacant properties that could be used for redevelopment or in-fill development.

### Residential

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 homogenously single-family. 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, with multiple family structures added later. Multiple family complexes provide necessary affordable housing as well as up-scale condominiums.

### Commercial

Commercial areas within the City include the historic central business district, neighborhood commercial nodes, automobile-oriented areas on the edges of the City downtown and corridor commercial along U.S 31 and U.S. 131.

Downtown Petoskey historically served as the commercial and institutional center of the City and surrounding area. The increase of commercial development on the periphery of the City and on-line shopping require downtown to continually reinvent itself to maintain its status as the historic, cultural and economic center of the community. Updates to its strategic plan every five years address changes in the competitive market place and identify strategies to build upon the downtown's existing strengths in order to keep it a vital center.

The neighborhood commercial nodes 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.

The City has two major auto-oriented commercial areas at the south end of town: the Crestview Commons (former home of Glen's and Kmart) and Bay Mall Plaza. There are also several smaller strip centers along West Mitchell Street and at the northeast corner of the City.

Along the two major entry corridors from the south and west there is a mix of commercial from the hospitality-oriented area of Spring Street to regional businesses such as automobile dealerships, furniture stores and medical uses along Charlevoix Avenue.

West Mitchell Street is a unique area as the connector between McLaren Northern Michigan and downtown and is in close proximity to residential neighborhoods.

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<sup>1</sup> Emmet County 2020 Equalization Report

# LAND USE AND ZONING PLAN

## Heavy Commercial/Industrial

The heavy commercial/industrial area of the City runs along the Bear River that historically played a significant role in industry. Generally defined as the area south of Washington Street and adjacent to Standish, Buckley and Clarion Avenues, there are a few remaining contractor businesses, with many storage and light industrial uses. The last few years we unfortunately experienced the loss of two (2) manufacturing operations in this area—Demmer Corporation and Michigan Maple Block. These areas should be looked at for long-term future use compatibility.

## Parks and Open Space

As previously noted, the City has an abundance of public lands used for parks, recreation, and open space which is highly valued by residents. The City Parks and Recreation Master Plan is updated every five years to accommodate needed changes in facilities and programming.

## Quasi-Public/Institutional

The role of the City as a regional service center has been noted several times throughout the document. As such, there is an abundance of health care, school, government, religious, and non-profit facilities present.

## **Future Land Use and Zoning Plan**

The City has historically had a mix of land uses in each neighborhood, which is allowed through our pyramidal zoning structure. The current community focus on walkability will continue to promote a mix of uses, with the necessary focus over the next several years being the addition of residential units. The future land use map represents our desired long-term future, it does not provide specifics on use regulations.

Once the master plan is adopted, ordinances will need to be reviewed and possibly updated to implement the future land use map and plan goals and strategies.

As noted on the Future Land Use Map (Figure 5.2), the land use categories illustrate the goal of enhancing Petoskey as a walkable, mixed-use City. The future land use of the City will be made up of seven (7) land use categories: Parks and Open Space, Quasi Public/Institutional, Mixed Residential-1, Mixed Residential-2, Neighborhood Mixed Use, Corridor Mixed Use, and Urban Core Mixed Use.

The Mixed Residential-1 (MR-1) land use category covers those neighborhoods of the City that were developed primarily as single family neighborhoods and have maintained this as the dominant land use with limited two and three-unit dwellings.

Projected demographic changes will require the continued allowance of this type of neighborhood residential mix. Allowing residents to “age in place” by having an availability of different housing types in the same neighborhood is an important quality of life consideration. In addition, the allowance of accessory dwelling units to accommodate parents living with adult children for health reasons, or young adults returning to live with parents for economic reasons would be allowed in the MR-1 land use category.

Protection of existing residential structures is important to maintain neighborhood integrity, so allowance of home-based businesses that are compatible with the residential character will continue to be allowed.

The MR-1 land use category allows single-family dwellings, two-unit structures, accessory living units and home-based businesses as permitted uses. Infill of vacant land with clustered housing or single family attached or other “missing middle” housing types may be considered under the special condition use or planned unit development procedures.

# LAND USE AND ZONING PLAN

Mixed Residential-2 (MR-2) is a land use category that includes neighborhoods with a wider mix of units—single, two, and multiple family structures interspersed, as well as areas developed for large-scale, multi-unit residential buildings such as apartment or condominium complexes. These areas are in proximity to employment centers and public amenities.

Parks and Open Space are predominantly City-owned areas open to the public for recreation and enjoyment of natural areas; however, open space such as the natural area of North Central Michigan College is also included in this land use category.

Quasi-Public/Institutional category includes land and facilities owned and operated by government, not-for-profit, or religious organizations and associated buildings, such as the hospital, schools, churches, and cemeteries.

Neighborhood Mixed-Use areas are older commercial districts or former industrial areas that abut residential neighborhoods and could face redevelopment in a near to medium range time period. The area includes a mix of uses that complements adjacent neighborhoods and are enhanced by high quality non-motorized transportation facilities. Neighborhood commercial nodes that enhance residential areas are also included in this land use category.

Corridor Mixed-Use category is a mix of regional and resort commercial businesses, medical facilities, as well as residential development in multiple family and mixed-use buildings. The areas along Spring Street (U.S. 131) and Charlevoix Avenue (U.S. 31) are sidewalk-accessible, however, the businesses are predominantly automobile-oriented and larger scale than the neighborhood mixed-use or urban core mixed-use areas. The area is targeted for an increased mix of uses, specifically the addition of residential units at strip malls at a density that also allows for multi-modal mobility.

It is likely that refurbishing or redevelopment of existing plazas (e.g., Crestview Commons and Bay Mall) will continue, and it is recommended that any redevelopment incorporate improved pedestrian accessibility and the addition of residential uses.

Future infill or redevelopment along Charlevoix Avenue will likely remain in regional commercial and medical uses, however, this is also an area that could potentially have some residential infill.

Finally, Urban Core Mixed-Use is the traditional Central Business District, the most urban and dense area of the City. Buildings accommodate a mixture of land uses emphasizing ground-floor commercial with commercial and residential uses on upper stories. To enable the high density of land use, on-site parking is not required and public parking is provided.

The Michigan Planning Enabling Act requires that a master plan for communities with a zoning ordinance include a zoning plan that explains how the future land use categories relate to the zoning map districts. This is illustrated in Table 5.1 where each of the seven future land use categories are paired with the zoning districts that currently exist.

To accomplish the goals of this master plan, changes to existing zoning districts will likely be necessary. Potential changes could include rezoning all City parkland to P-R Park Reserve, down-zoning heavy commercial/industrial areas to one of the mixed-use districts (Neighborhood or Corridor Mixed-Use), or eliminating density restrictions in the multiple-family districts.

# LAND USE AND ZONING PLAN

**TABLE 5.1**

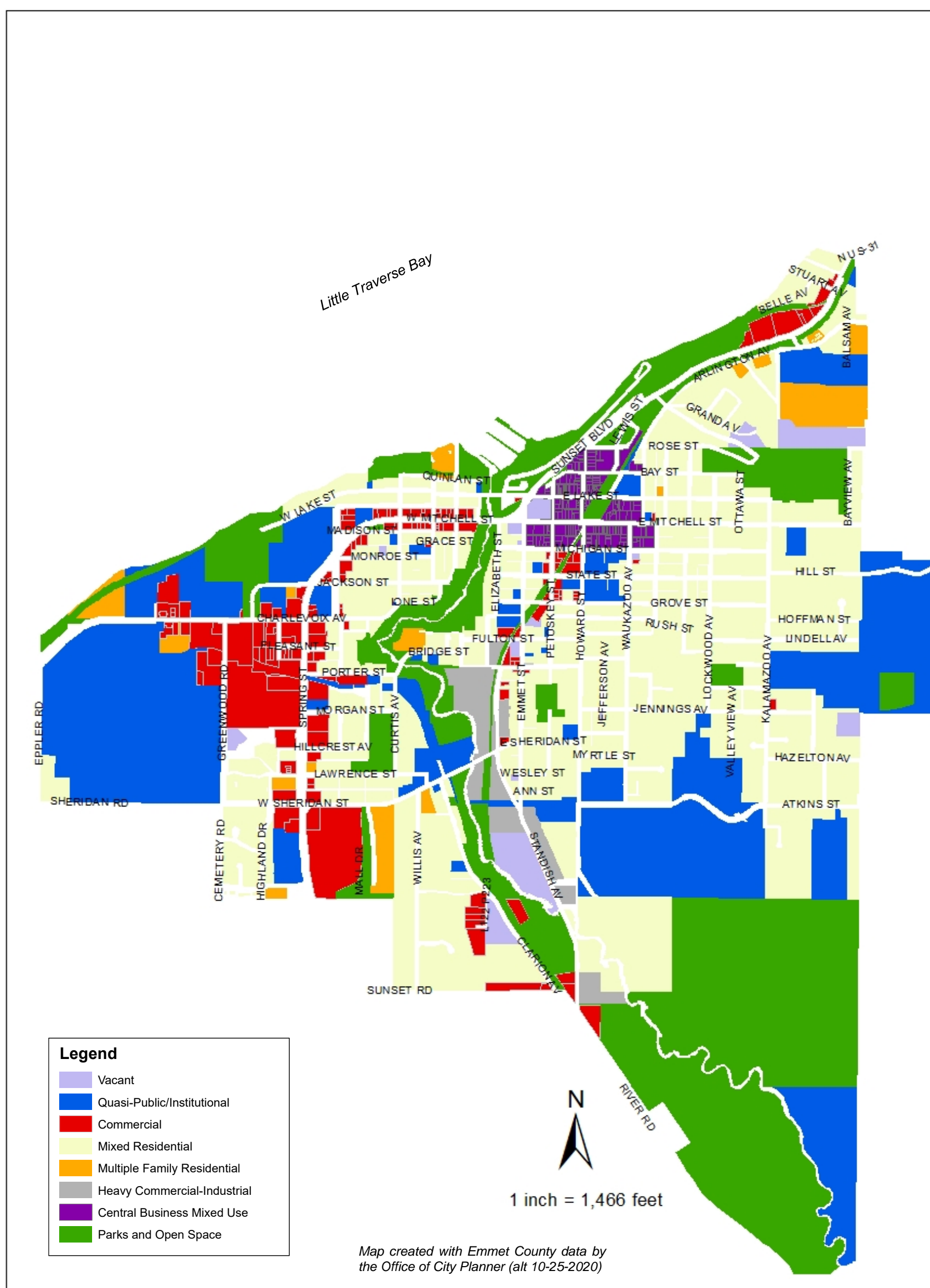
**FUTURE LAND USES AS THEY RELATE TO  
EXISTING ZONING DISTRICTS**

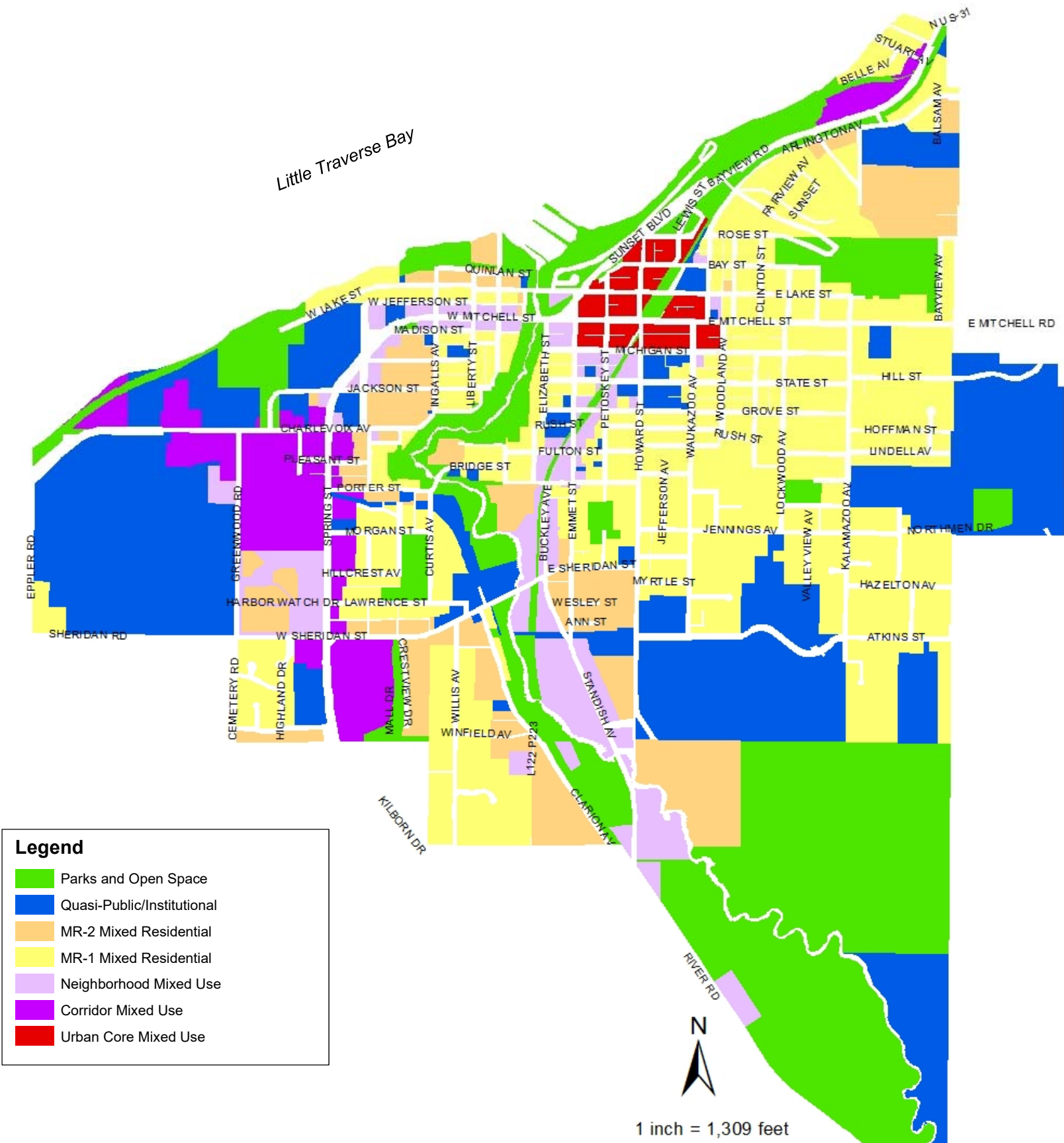
<b>FUTURE LAND USE CATEGORY</b>	<b>EXISTING ZONING DISTRICTS</b>
PARKS AND OPEN SPACE	R-1 & R-2 Single Family Residential RM-1 & RM-2 Multiple Family Residential I-2 Industrial P-R Park Reserve
QUASI PUBLIC/ INSTITUTIONAL	R-1, R-2 Single Family RM-1, RM-2 Multiple Family B-1 & B-3 Business O-S Office Service H-1 & H-2 Hospital
MIXED RESIDENTIAL-1 (MR-1)	R-1, R-2, R-3 Single Family
MIXED RESIDENTIAL-2 (MR-2)	R-1, R-2, R-3 Single Family RM-1, RM-2 Multiple Family
NEIGHBORHOOD MIXED-USE	B-1 Local Business B-2A Transitional Business B-2B Mixed Use Corridor I-1, I-2 Industrial O-S Office Service
CORRIDOR MIXED-USE	B-3, B-3A, B-3B Business PUD Planned Unit Development I-1 & I-2 Industrial
URBAN CORE MIXED-USE	B-2 Central Business District

The future land use plan and map seek to achieve the following goals. Strategies discussed in previous plan chapters are summarized in Chapter 6 Implementation.

**Future Land Use Goals**

- Development and redevelopment maintain high quality living and working environments for current and future residents.
- Resilient infrastructure is provided for public health, safety and welfare.
- The distinct character of the Petoskey area is maintained through the preservation of open space, historic architecture and small town scale.
- Areas for a wide range of business types are provided.
- The transportation and mobility network provides facilities for residents of all ages, incomes, and abilities.
- Context appropriate rehabilitation and revitalization of existing commercial areas and neighborhoods is on-going.
- Open space corridors and environmentally-sensitive lands are preserved, protected and enhanced.
- Housing choices for different age groups and income levels are available.
- Infrastructure and land use decisions balance the needs of current and future residents.





**Figure 5.2 Future Land Use**



# PLAN IMPLEMENTATION

The table below is a compilation of the implementation strategies found throughout the previous five chapters of the plan. Each strategy is identified as to which of the three sustainability elements it addresses (environment, equity or economy). A target timeframe for each strategy is also provided, anticipating a five-year review of the document. Many of the plan strategies are actions the City is already taking and will need

to continue for improved resiliency and sustainability into the future. The target timeframe for these strategies is identified as “on-going.”

**TABLE 6.1 IMPLEMENTATION**

Plan Element	Plan Strategy or Action With Sustainability Element(s)  Environment (EV) ♦ Equity (EQ) ♦ Economy (EC)	Target Timeframe Short-term (1-5 years) Medium-term (6-15 years)
<b>Community – Identity</b>	Create a Local Historic District in the Downtown National Register Historic District within two years. (EC)	Short-term
	Develop informational resources to promote/advocate for appropriate building renovations similar to the Downtown Design Guidelines. (EC)	Short-term
	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. (EC)	Medium-term
	Create additional neighborhood National Historic Register Districts to ensure historic integrity of the community is maintained. (EC)	Medium-term
	Become a Certified Local Government through the State Historic Preservation Office. (EC)	Medium-term
	Continue to evaluate zoning districts for addition of form and architectural standards to complement existing street patterns. (EC)	On-going
	Work with the Little Traverse Historical Society to develop exhibits and events that promote community heritage. (EC)	On-going

# PLAN IMPLEMENTATION

<b>Community - Identity</b>	Ensure community signage enhances the city's historic character. (EC)	On-going
	Implement the Parks and Recreation Master Plan and update every five years to ensure high-quality parkland and open spaces are maintained and preserved. (EC/EQ)	On-going
	Implement the Downtown Strategic Plan and update every five years. (EC)	On-going
	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. (EV/EC)	On-going
<b>Community - Engagement</b>	Update the 2010 National Citizen Survey™ or undertake a similar citizen survey to gauge resident satisfaction with municipal services. (EQ)	Short-term
	Work with the Petoskey Public Schools to annually engage the students in community planning. (EQ)	On-going
	Utilize effective and equitable avenues for distributing and receiving comments on public policies and projects. (EQ)	On-going
	Provide educational materials and design participation initiatives that will support and encourage effective participation. (EQ)	On-going
	Encourage continued regional collaboration with local governments and other stakeholder organizations. (EV/EC)	On-going
	Maintain and develop staff expertise in all aspects of participation. (EQ)	On-going
	Annually budget sufficient funds to ensure active methods of participation can be implemented. (EQ)	On-going
	Support and encourage continuous improvement in the methods used to meet the public need for information and involvement. (EQ)	On-going

# PLAN IMPLEMENTATION

<b>Community - Engagement</b>	Record results of public engagement and ensure they are relayed back to the public. (EQ)	On-going
	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. (EQ)	On-going
	Ensure elected and appointed officials receive annual training. (EQ)	On-going
<b>Community – Public Health and Safety</b>	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. (EQ)	Short-term
	Work with the Office of Emergency Management to review and update as needed the Hazard Mitigation Plan, taking into consideration likely climate change impacts. (EC/EV/EQ)	On-going
	Adopt and implement updates to the Hazard Mitigation Plan. (EC/EV/EQ)	On-going
	Promote the health benefits of public parks, trails, and sidewalks. (EQ)	On-going
	Continue to implement traffic calming measures to ensure safe streets for pedestrians and bicyclists. (EQ/EC)	On-going
	Encourage, support and participate in regional efforts for alternatives to incarceration for those suffering with mental health and substance abuse issues. (EQ)	On-going
	Work with the Petoskey Public Schools to teach youth pedestrian and bike safety. (EQ)	On-going

# PLAN IMPLEMENTATION

<b>Community – Recreation Opportunities</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. (EC)	Short-term
	Provide smoke-free/vape-free facilities and breast feeding/pumping locations where appropriate. (EV/EQ)	Short-term
	Create paddle-sport launch and storage areas. (EV)	Short-term
	Cultivate additional partnerships that would allow the City to provide improved recreational services through property or equipment sharing. (EC)	On-going
	Work with all recreation providers to ensure provision of recreation programs address the needs of all age groups. (EQ)	On-going
	Continue to test new recreation programs to address the needs of a changing demographic. (EQ)	On-going
	Improve park and trail way-finding signage, maps and information accessibility on website, social media, and via mobile tours. (EV/EQ)	On-going
	Partner with McLaren Northern Michigan and the Health Department of Northwest Michigan to promote use of parks and trails for improved health outcomes. (EQ)	On-going
	Incorporate universal accessibility in park facilities and recreation programs to the greatest extent possible. (EQ)	On-going
	Continue to provide public land for community gardens and explore the possibility of creating “Edible Trails.” (EQ/EV)	On-going

# PLAN IMPLEMENTATION

<b>Community – Arts and Culture Opportunities</b>	Assist in the dissemination of cultural event information through web-based community calendars. (EC)	On-going
	Promote use of existing parks and public facilities for cultural performances. (EV/EC)	On-going
	Identify locations and funding for public art throughout the community. (EC)	On-going
	Participate in efforts to ensure arts and cultural education are equitably provided community wide. (EQ/EC)	On-going
<b>Environmental Stewardship - Resource Use Reduction</b>	Conduct a community-wide greenhouse gas emissions inventory and set a target for reduction. (EV)	Short-term
	Track and set fuel reduction goals for the municipal vehicle fleet. (EV/EC)	Short-term
	Identify priority areas and needed infrastructure for installation of additional electric car charging stations. (EV)	Short-term
	Promote and provide incentives for WaterSense products to reduce utility customer consumption and costs. (EV/EC/EQ)	Short-term
	Explore partnerships to provide free or low cost energy audits. (EV/EC/EQ)	Short-term
	Adopt a policy that ties economic development incentives to use of green technologies in new construction. (EV/EC)	Short-term
	Remove barriers and provide incentives for residential solar installations. (EV/EC)	Short-term
	Continue to benchmark municipal building energy use and invest in efficiency upgrades. (EV/EC)	On-going
	Continue to upgrade the municipal vehicle fleet to include alternative fuel and electric vehicles. (EV)	On-going

# PLAN IMPLEMENTATION

<b>Environmental Stewardship - Resource Use Reduction</b>	Continue to promote and fund the Energy Smart energy efficiency programs, with an emphasis on assisting low income residents. (EV/EQ/EC)	On-going
	Continue to reduce water use in public parks through the use of landscaping best management practices (BMPs) (EV/EC)	On-going
	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. (EV/EC)	On-going
	Work with ECDPW to educate residents on the use and benefits of backyard composting. (EV)	On-going
	Continue to promote and increase participation in the Voluntary Green Pricing (VGP) program for renewable energy. (EV)	On-going
<b>Environmental Stewardship-Climate Resilience and Natural Resource Management</b>	Develop a green-infrastructure and non-motorized infrastructure plan that identifies specific street improvements (Similar to Grand Rapids Vital Streets). (EV/EQ)	Short-term
	Require native species and green infrastructure in site plan review approval criteria. (EV)	Short-term
	Calculate the current city-wide tree canopy and establish a canopy goal. (EV)	Short-term
	Explore changes to lot coverage ratios to encourage a reduction in total impervious area rather than just building footprint coverage. (EV/EC)	Short-term
	Increase required waterfront setbacks. (EV/EC)	Short-term
	Require a vegetative buffer to be added land-side of a hardened shoreline. (EV)	Short-term



# PLAN IMPLEMENTATION

<b>Environmental Stewardship-Climate Resilience and Natural Resource Management</b>	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. (EV)	Short-term
	Prioritize climate resilience and natural resource management in all municipal operations by creating a sustainability coordinator position, contingent on available funding. (EV/EC)	Short-term
	Increase tree planting in passive park land such as Veteran's Park, Arlington Park, Washington Park, Quarry Park and Curtis Park. (EV/EC)	Short/ Medium-term
	Create incentives for installation of green roofs. (EV/EC)	Medium-term
	Explore the creation of a municipal tree nursery and greenhouses in collaboration with other organizations. (EV/EC)	Medium-term
	Ensure safety of critical infrastructure in proximity to the shoreline and riverbank. (EV/EC)	On-going
	Provide information on climate-adaptable native species. (EV)	On-going
	Balance the Petoskey "groomed" aesthetic with the use of native species and pollinator plants that have a more natural look on public lands. (EV)	On-going
	Encourage homeowners to use native species and pollinator plants in their landscape rather than turf grass. (EV)	On-going
	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. (EV/EC)	On-going
	Protect and enhance wildlife corridors, while managing wildlife numbers. (EV/EC)	On-going
	Participate annually in the Michigan Green Communities Challenge. (EV/EC/EQ)	On-going

# PLAN IMPLEMENTATION

<b>Environmental Stewardship-Climate Resilience and Natural Resource Management</b>	Advocate for broader community engagement and participation in the City's resiliency and sustainability efforts. (EQ/EV)	On-going
	Encourage environmentally friendly practices when using herbicides and pesticides on City property whenever practical.	On-going
	Continue to explore best management practices for the use and application of winter street maintenance salt.	On-going
	Work with other organizations to increase public awareness of the negative impacts of harmful pesticides and herbicides and to decrease their use community wide.	On-going
<b>Built Environment-Infrastructure Optimization</b>	Incorporate sustainability and resiliency measures into the Capital Improvement Plan. (EV/EC)	Short-term
	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. (EC)	On-going
	Identify funding sources and budget for anticipated climate change impacts on infrastructure (e.g., marina, waterfront, trail system). (EV/EC)	On-going
	Ensure infrastructure projects are equitably distributed across the community. (EQ)	On-going
	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. (EV)	On-going
	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. (EV)	On-going

# PLAN IMPLEMENTATION

<b>Built Environment-Infrastructure Optimization</b>	Continue to seek intergovernmental agreements with adjoining communities to provide the most efficient, safe and cost-effective delivery of public infrastructure and services. (EC/EQ)	On-going
	Work with the Michigan Public Power Association (MPPA) to reach the community target of 100% renewable energy use by 2035. (EV)	On-going
	Continue to explore community renewable energy projects, such as the solar array on the former landfill site and solar panels on City buildings. (EV)	On-going
	Continue to install state-of-the-art drinking and waste-water infrastructure. (EQ)	On-going
<b>Built Environment-Transportation and Mobility Options</b>	Continue to work toward an enhanced EMGO Ride. (EQ/EC)	Short-term
	Develop an incentive program to promote use of remote parking and use of non-motorized facilities to decrease downtown parking demand. (EV/EC/EQ)	Short-term
	Work with schools and parent-teacher organizations to decrease school traffic. (EV)	Short-term
	Designate locations for bus and/or autonomous vehicle drop-off. (EC/EQ)	Short-term
	Encourage and promote car-sharing as an environmental and economic benefit to the community. (EV/EC/EQ)	Short-term
	Identify a new passenger rail depot location near Curtis Field. (EC/EV)	Short-term
	Explore a bike/ scooter share program. (EC/EQ)	Short-term
	Extend the Downtown Greenway Corridor to Washington Street in the short-term and further south in the longer term. (EC/EQ)	Short-term/ Medium-term
	Repair the existing trail segment, and/or construct an alternative to the Resort Bluffs section of the Little Traverse Wheelway in US 31 right-of-way. (EC)	Short-term/ Medium-term

# PLAN IMPLEMENTATION

<b>Built Environment- Transportation and Mobility Options</b>	Continue to explore regional funding for the Howard Street - Standish Avenue connection to improve circulation. (EC)	Medium-term
	Work with area organizations, schools and businesses to continue and expand Smart Commute Emmet from a week-long event to an all-year promotion. (EV/EC)	Medium-term
	Create a bike riding-centered event such as a “Bike the Drive” to promote identified bike routes. (EV/EQ/EC)	Medium-term
	Advocate for a regional trail authority to manage, maintain, promote and expand the trail system. (EC/EV)	Medium-term
	Work with neighboring jurisdictions and non-profit organizations for development of a regional on-road biking system. (EC/EV)	Medium-term
	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. (EC)	On-going
	Implement green infrastructure/storm water best management practices (BMPs) in right-of-way projects where practical and cost effective. (EV)	On-going
	Continue to support a ferry connecting communities on Little Traverse Bay for commuters and visitors. (EC/EV)	On-going
	Install bike racks community wide. (EV/EQ)	On-going
	Acknowledge and support e-bikes, scooters and other similar technologies. (EV)	On-going
	Implement neighborhood traffic calming measures. (EC)	On-going
	Construct or reconstruct approximately ¼ mile of new sidewalk each year. (EV/EQ)	On-going
	Continue funding the construction, replacement and maintenance of the trail system. (EV/EQ/EC)	On-going

# PLAN IMPLEMENTATION

<b>Built Environment- Transportation and Mobility Options</b>	<p>Continue to improve winter sidewalk snow removal. (EQ/EV)</p> <p>Address ADA compliance in all infrastructure projects. (EQ)</p> <p>Educate the public on the rights and responsibilities of pedestrians, bikers and drivers. (EQ)</p> <p>Continue to regulate e-bikes, etc. to ensure compatibility with non-motorized users. (EC)</p>	<p>On-going</p> <p>On-going</p> <p>On-going</p> <p>On-going</p>
<b>Built Environment- Neighborhoods for All</b>	<p>Develop a housing plan that addresses the needs of the workforce including part-year employees, young families and the elderly. (EC/EQ)</p> <p>Work with local, regional, and state organizations to develop affordable home ownership options within the City. (EQ/EC)</p> <p>Encourage the addition of upper story residential units to single-use commercial areas such as Bay Mall and Crestview Commons. (EC/EV)</p> <p>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 for the creation of additional workforce housing options. (EC/EQ/EV)</p> <p>Update housing type definitions in the Zoning Ordinance to include non-traditional housing types. (EC/EQ/EV)</p> <p>Continue to utilize the International Property Maintenance Code to improve properties and eliminate blight. (EC/EQ)</p> <p>Create a housing opportunities map that indicates locations of possible in-fill housing. (EC/EQ/EN)</p>	<p>Short-term</p> <p>Short-term</p> <p>Short-term</p> <p>Short-term</p> <p>Short-term</p> <p>Short-term</p> <p>Short-term</p>

# PLAN IMPLEMENTATION

<b>Built Environment- Neighborhoods for All</b>	Fund street tree replacement at an accelerated rate to enhance neighborhood tree canopies. (EV/EC)	Short-term
	Create preservation guidelines for residential structures, similar to the Downtown Design Guidelines, to encourage proper renovation of significant architectural structures. (EC)	Short-term
	Revise the East Mitchell National Historic Register District to incorporate boundary corrections. (EC)	Short-term
	Provide information and support to residents who wish to establish neighborhood associations. (EC/EQ)	Short-term
	Improve enforcement of nuisance and zoning ordinance issues through the creation of a code enforcement officer position.	Short-term
	Increase funding for improvements to neighborhood parks. (EQ)	Medium-term
	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. (EQ/EC)	Medium-term
	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. (EC)	On-going
	Continue to work with housing agencies to provide incentives for homeowner and landlord renovations and improvements. (EC/EQ)	On-going
	Work with the Emmet County Land Bank Authority on acquisition of strategic properties for affordable and market rate housing that will help stabilize neighborhoods. (EC/EQ)	On-going
	Periodically review and update the City Non-motorized Facilities Plan. (EV/EQ/EC)	On-going



# PLAN IMPLEMENTATION

<b>Local Economy - Assets and Opportunities</b>	Support and remove barriers to the creation of day-care facilities. (EC/EQ)	Short-term
	Allow structures such as hoop houses and greenhouses in all zoning districts to extend the local growing season subject to reasonable standards and approval. (EV/EQ)	Short-term
	Allow backyard poultry and rabbits for personal use in residential neighborhoods subject to reasonable standards and approval. (EC/EQ)	Short-term
	Allow apiculture in all zoning districts subject to reasonable standards and approval. (EV/EC)	Short-term
	Review the intent of business districts for opportunities to add small food processors and community kitchens as permitted or special condition land uses. (EC)	Short-term
	Work with regional partners on a purchase of development rights program to protect critical agricultural lands and facilities. (EV/EC)	Short-term
	Identify publicly-owned land with potential for edible and fruit bearing plants and trees. (EQ)	Short/ Medium-term
	Incentivize designated garden space in affordable housing developments. (EQ)	Medium-term
	Identify space for a year-round farmers market. (EC)	Medium-term
	Research and address issues that limit use of the Hungry Hollow Community Gardens to ensure accessibility to all in current and future community gardens. (EQ)	Medium-term
	Work with the Downtown Management Board to continue development and implementation of strategic plans. (EC)	On-going
	Work with McLaren Northern Michigan and the medical community to support and promote medical-related business opportunities. (EC)	On-going

# PLAN IMPLEMENTATION

<b>Local Economy - Assets and Opportunities</b>	Work with local groups to grow the arts community. (EC)	On-going
	Work with Networks Northwest, Emmet County and neighboring communities on business and industry retention and recruitment. (EC)	On-going
	Develop events and activities that embrace our “Winter City” status to enhance community livability and tourism. (EC)	On-going
	Work with educational institutions to ensure quality local education and life-long learning opportunities. (EQ/EC)	On-going
	Continue to develop a multi-modal transportation system, including improved public transit, to support and enhance local economy resiliency. (EC/EQ)	On-going
	Continue to work with the Harbor-Petoskey Area Airport Authority and Pellston Regional Airport to fund and improve air access for the region. (EC)	On-going
	Regulate those aspects of the sharing economy that detract from the ability of the community to have year-round neighborhoods. (EC)	On-going
	Work with the Chamber of Commerce to support further development and growth of small, entrepreneurial businesses and retention/attraction of young professionals. (EC)	On-going
	Purchase from local businesses to the greatest extent practical. (EC)	On-going
	Encourage partnerships between local food producers and local institutions. (EC/EQ)	On-going
	Support and promote the Emmet County Food Scraps Collection and Composting programs. (EV)	On-going
	Encourage discussion of Community Wealth Building business models. (EC/EQ).	On-going

# PLAN IMPLEMENTATION

<b>Local Economy- Redevelopment and Infill Development</b>	Review the Zoning Ordinance requirements for lot size, minimum house square footage, building height, clustered housing, and accessory dwelling units to remove barriers to the creation of attainable housing options. (EV/EC/EV)	Short-term
	Review parking requirements to maximize the redevelopment potential of sites in proximity to non-motorized infrastructure. (EC/EV)	Short-term
	Maintain the Redevelopment Ready Communities™ Certification. (EC)	On-going
	Maintain an inventory of potential redevelopment or infill development sites. (EC)	On-going
	Evaluate and prioritize Redevelopment Ready Sites for possible development incentives. (EC)	On-going
	Continue to consider all redevelopment tools available to incentivize desired redevelopment including tax increment financing, payment-in-lieu of taxes (PILOTs), tax abatements, and neighborhood enterprise zones. (EC/EQ/EV)	On-going

# **APPENDIX A**

## **MASTER PLAN PUBLIC INPUT SUMMARIES**

### **Livable Petoskey On-line Comments**

- In my opinion, the two biggest pressing issues facing Petoskey is affordable housing and development of 200 E. Lake street. Affordable housing is imperative to keep our area running. Being a business owner I find it harder and harder to find employees that live close to where they work. We wind up getting people commuting in from neighboring towns but hard to find some that live close. With the increasing demand for tourists to be up here, we will need more people to work these jobs to accommodate the busy tourist season. Also having a deserted city block has been a black eye on the community for decades. With more and more empty storefronts in the downtown district, developing a plan for the hole could provide a major economic boost for the downtown district.
- An aging population that desires and requires services dealing with a shrinking workforce to fulfill these wants and needs. Long lines at restaurants and grocery stores, long waits for needed medical treatments or diagnostic services. Limited number of quality career opportunities for young professionals.
- Housing availability, affordable living gap (poverty in paradise), Daycare shortage, infrastructure (roads , utilities, internet)
- I see urban sprawl as a major issue. I would like to see Petoskey address opportunities/incentives for redevelopment of existing properties and especially find a way to work with a difficult landlord that is leading more businesses to abandon the downtown area. We have empty store fronts, empty "strip mall" spaces such as the Kmart complex, and new construction on bare ground, such as the Marriott Courtyard. A strong Petoskey needs a vibrant downtown area that promotes a walkable lifestyle and preserves as much of our natural land areas as possible. Workforce affordable housing continues to be an issue. Where can redevelopment and collaboration with developers who focus on providing safe, affordable housing for this demographic fit into our community plan? What programs are in place or could be put in place to help seasonal employees learn to best budget an income that is not consistent throughout the year? Help with a hand up more than a hand out.
- Housing. Affordable housing for those in need .. low income 'working poor'. Small homes on infill areas. These need not be free or mortgaged units... Coop/equity shared/rooming houses, rental units, etc. Lots of folks need help, but smaller one and two bedroom units, I think, are more approachable goals to help singles, couples, elderly, etc.
- Protecting natural resources from the impacts of climate change and pressures from increased development. Attracting and maintaining young talent by offering affordable housing, living wage employment, and technology advancements competitive with the rest of the state. Creating a place that supports the needs of residents rather than seasonal visitors.
- I think that the sales of marijuana in the city limits is a bad first image for not only our residents, but also our visitors. Why is it that the city council is so hard pressed to get "medical" marijuana sales implemented? Not a fan...

- I think that the city could improve its approach to development. Several surrounding cities have a can do attitude vs Petoskey's anti approach. For example, the current/suggested development for the Darling lot may not be perfect, but giving up a small amount of parking spaces for a tax paying \$17MM investment in our city is clearly worth it to me. & the parking issue seems to be the biggest obstacle to the development. Take the tax generated & create more parking elsewhere. Generally, I'd just like to see the city work with folks that are trying to invest in our city vs. against them...which is very much how it looks to me and many of my peers. Unfortunately, in my network, Petoskey has gotten the reputation for being very difficult to work with & if we chase away investment, I'm afraid our city will never have the downtown living opportunity that the downtown really needs (to help fill vacancies/! etc.).
- 40' height restriction in downtown limits future growth, and is odd considering a large number of structures that predate the ordinance are over that limit already. Housing and dropping city population from 2000 - 2010 census, will be interesting to see the change from 2010 - 2020.
- Extremely high rent, no affordable housing, jobs don't offer health insurance when they would in a city. ( example restaurant manager ) No dog park but we pay a dog tax. There should be a fenced in community dog park for people who have dog licenses. Maybe the fenced in hole downtown could be a community dog park for licensed dog owners. This would promote the dog license in our town by requiring it in the dog park, bringing in more revenue. Also, it would make the city's unfair dogs tax fair by actually providing a fenced in non-leash place for our furry friends. Most people find out about this dog tax through the police when they get a complaint. The dog park could have signs explaining if you want to participate in an off leash dog park you need a license with Emmett county. This is a positive way to generate income. Also it makes dog owners want to pay the tax and brings our community together by our love of pets and meeting new people! at the fenced in dog park. In most towns, if your dog never leaves your property there is not a reason to pay for the tax, and it is not required. This is a fair law. A tax for a dog with no fenced unleashed park is unfair and a tax on a dog that never leaves his property is just ridiculous. That's what we have now. There is no place for medical patients to receive their medication. It's extremely difficult for medical marijuana patients to find medicine. This is extremely unfair being how long it's been legal. And with covid 19 it's extremely dangerous to drive down state in order to get medicine. Regardless how you feel about marijuana , it is a medicine, Michigan has decided. If you are prescribed medical marijuana it is very unfair if it's not available for the patient. This is because of the city. Please fix this issue and save medical marijuana patients with compromised immune systems from driving downstate every week or two to purchase medicine they been prescribed . Also helps keep the money in our small town. Downtown Petoskey is falling apart because of high rent. Stores should be able to stay open for the people who live here all year. The town is expanding at a fast pace out side of downtown and that is very sad. This is because of affordable rent. This town makes it extremely difficult to open a retail business due to high rent and building owner's decisions about who they want to rent to. Parking is not an issue and we don't need a parking structure.
- I think infrastructure is a key, and given COVID 19, health infrastructure is probably at the top of the list right now. Also, we own a townhouse in Petoskey, and pay recently enhanced, shall we say, property taxes. And, we understand now is not the time to go "Up North." But, I have to think, local businesses do depend on those of us who come up for the summer. We need balance, of course, but when will we be welcomed back, if at all?

- Value: Views

Pressing Issues: Liberals poor management of the town. How to best support Retail and shopping merchants. More events.  
Address Issues: Avoid polarizing people around racism. Get rid of parking meters they are detrimental to getting people in town shopping.



**My Favorite Memory In Petoskey Is.....**

Being with friends downtown.  
Going downtown with friends.  
Going to football, basketball games.  
Walk around.  
All of them.  
Jumping off the breakwall on April 21<sup>st</sup>.  
Playing baseball.  
Swimming.  
The activities we have.  
My family hang out downtown during sunset.  
Baseball.  
When we jump off the breakwall with our friends and family.  
Jumping off the breakwall.  
Going downtown with friends.  
When me and my friends walk downtown after school.  
Running around downtown at night with friends.  
My fourth birthday.  
When I got my first touchdown.  
Hanging out with my family and friends.  
All of my Petoskey memories.  
Finding Petoskey stones.  
Swimming in Walloon Lake.  
The first time I jumped off the breakwall.  
When my parents weren't divorced, going to Scoops after school.  
Getting ice cream at Murdicks/Kilwins then walk around downtown.  
Cheering in the parade, shopping downtown.  
The 4<sup>th</sup> of July parades with people throwing candy.  
Going down to the breakwall for my friend's birthday.  
Going to the breakwall.  
Going downtown to the breakwall and getting ice cream.  
Going down to the breakwall after getting ice cream with my soccer team.  
Playing baseball at games.

**Petoskey Sustainability Project**  
**Petoskey Middle School Student Council**  
**May 7, 2019**

**What I Like To Do In Petoskey Is.....**

Be downtown and watch movies.  
Go on the beach and go boating.  
Jump off the breakwall.  
Smiling, fortnite.  
Go downtown, swim, bike.  
Swim, bike, hammock.  
Play tennis.  
Play baseball.  
Swim.  
Have more parking.  
Play softball down by the waterfall, going to the State Park.  
Play sport, swim, walk.  
Hang out downtown with my friends, like to go shopping with my friends.  
Walk, hangout downtown with friends.  
Shop, movies, breakwall.  
I like to walk by Bear River and play sports.  
Play sports and go downtown for food and friends.  
Go to Crooked Tree and the park, the library and my dog, hang out with friends.  
Go swimming, bike, water park.  
Hang out with friends.  
Go to my dance studio.  
Fish in Lake Michigan and other lakes and streams.  
Go to the beach or ride a bike.  
Chill out, eat, ride bikes, walk, draw.  
Hang out with my friends and family, shop, hang at the library.  
Panera Bread, a mall.  
Walk downtown, go to movies, go to breakwall, go to parks.  
Go swimming, bike, fishing, look for frogs.  
I like to walk around the downtown shops and I like to go to the escape room.  
Walk around, go to the breakwall, swim.  
Swim, go downtown.  
Swim.  
Play outside.

**Petoskey Sustainability Project**  
**Petoskey Middle School Student Council**  
**May 7, 2019**

**What I Love About Petoskey Is.....**

I love downtown and the water front.  
The water, downtown, the stadium.  
The tight community and the beautiful setting.  
The water.  
All of the water access and bike trails.  
It is not too big, population.  
The scenery. It's cool.  
The baseball fields, the breakwall, how close everyone is.  
The water stuff.  
The beautiful nature we have.  
I love the view of the water and the amazing sunsets.  
Not big city and not a lot of people.  
Breakwall, Starbucks and shopping.  
The breakwall, downtown, Corner Scoops, Halloween(?).  
Downtown shopping, Walmart.  
Downtown and when people can go just hang out.  
The way people interact and where they hang out.  
How small and cozy it is and how everyone knows each other.  
Coffee shops.  
Good education.  
You know people.  
The water, not too big.  
How it is not too big or too small.  
Small.  
That there is a lake, hotels, pools, a big breakwall.  
The beaches, water, size, people.  
Parades, small, everybody knows everybody.  
How close everything is, how small it is, the waterfront, tourism, restaurants (downtown), all of downtown, the parks.  
It's a small town, you know almost everyone you see, the people.  
How small our town is, you can go anywhere, people, downtown, schools, how pretty.  
You know lots of people, they have great parades.  
I love the breakwall downtown and all the stores and things to do.  
How safe we are, walk everywhere, local shops, friendly people.  
How safe it is, walk to destinations, local shops, friendly people, breakwall.  
How safe it is, walk everywhere, the local shops.

## **What I Want For Petoskey Is.....**

Asian markets, more restaurants, mall, dog park, Imax movie theater, cheaper housing, airport, hair supply store, be bigger.

The pit to have stuff in it.

More recreational places for tourists and residents.

A lot of stuff on our big list.

Become 75% sustainable energy.

More restaurants and more stuff to do.

More baseball fields and Olive Garden.

More water.

A skyzone.

All mall, more restaurants, more smoothie places downtown.

Something for the pit/hole.

More peace and quiet, to have more shops.

More recycling and environment safe stuff, more solar/hydro/wind/energy, a place for people in need to get and learn how to make food.

For the hole to be filled with something.

A big theatre and NFL fields.

To have a welcoming look and look neat and clean.

To make it have more sustainable energy.

Dave and Busters, Bass Pro, zoo, solar panels.

A renewable energy source.

More renewable energy.

More things to do.

Better energy sources.

No drugs, Target, Dave and Busters, Panera, save the animals, H2O park.

All of the above – book stores, Target, sustainable energy, zoo.

A small town, to know almost everyone.

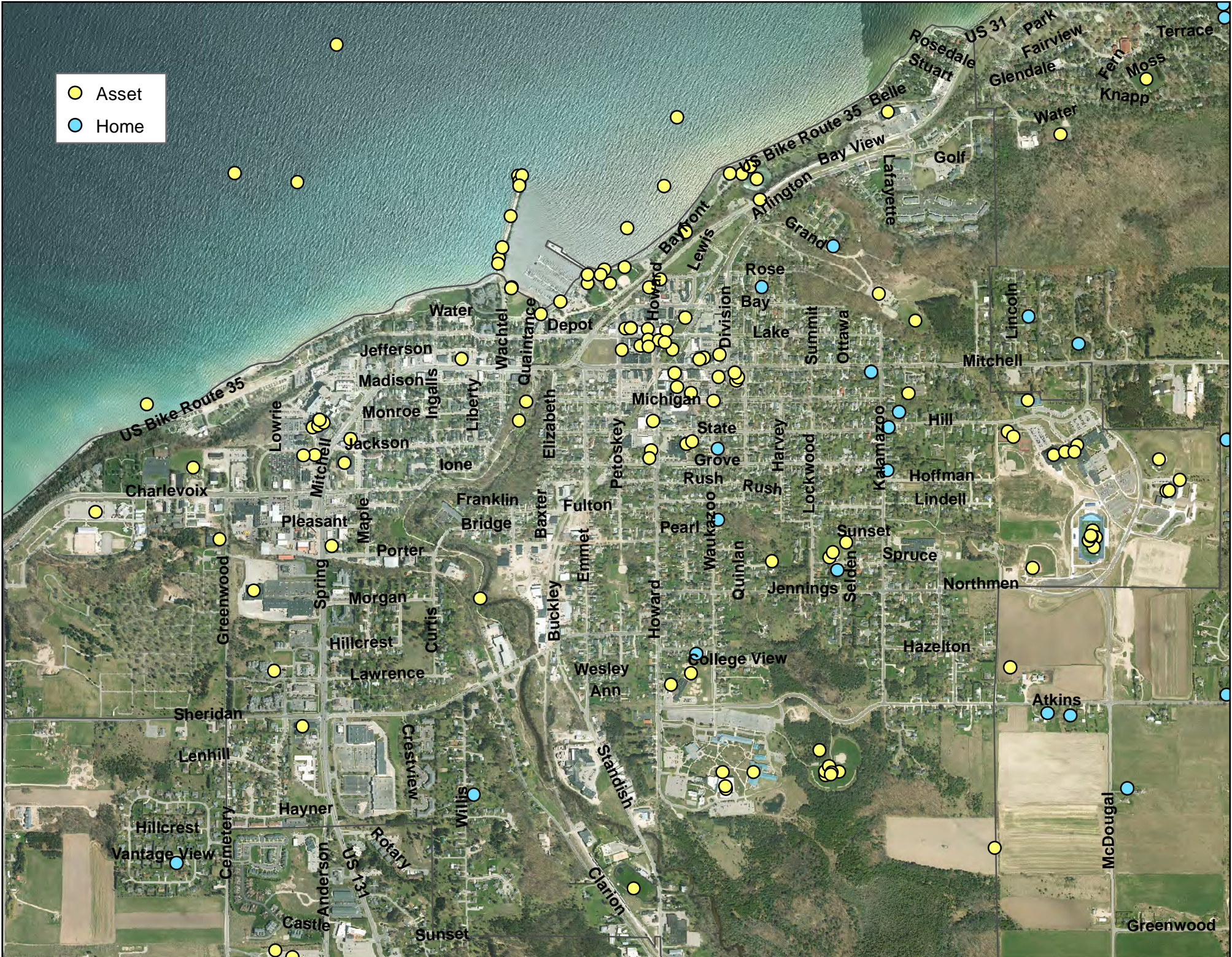
Dave and Busters, Target, Bass Pro, pool, small zoo.

More local stores and a big downtown beach.

More beaches, smoothie shops.

More beaches, local shops,





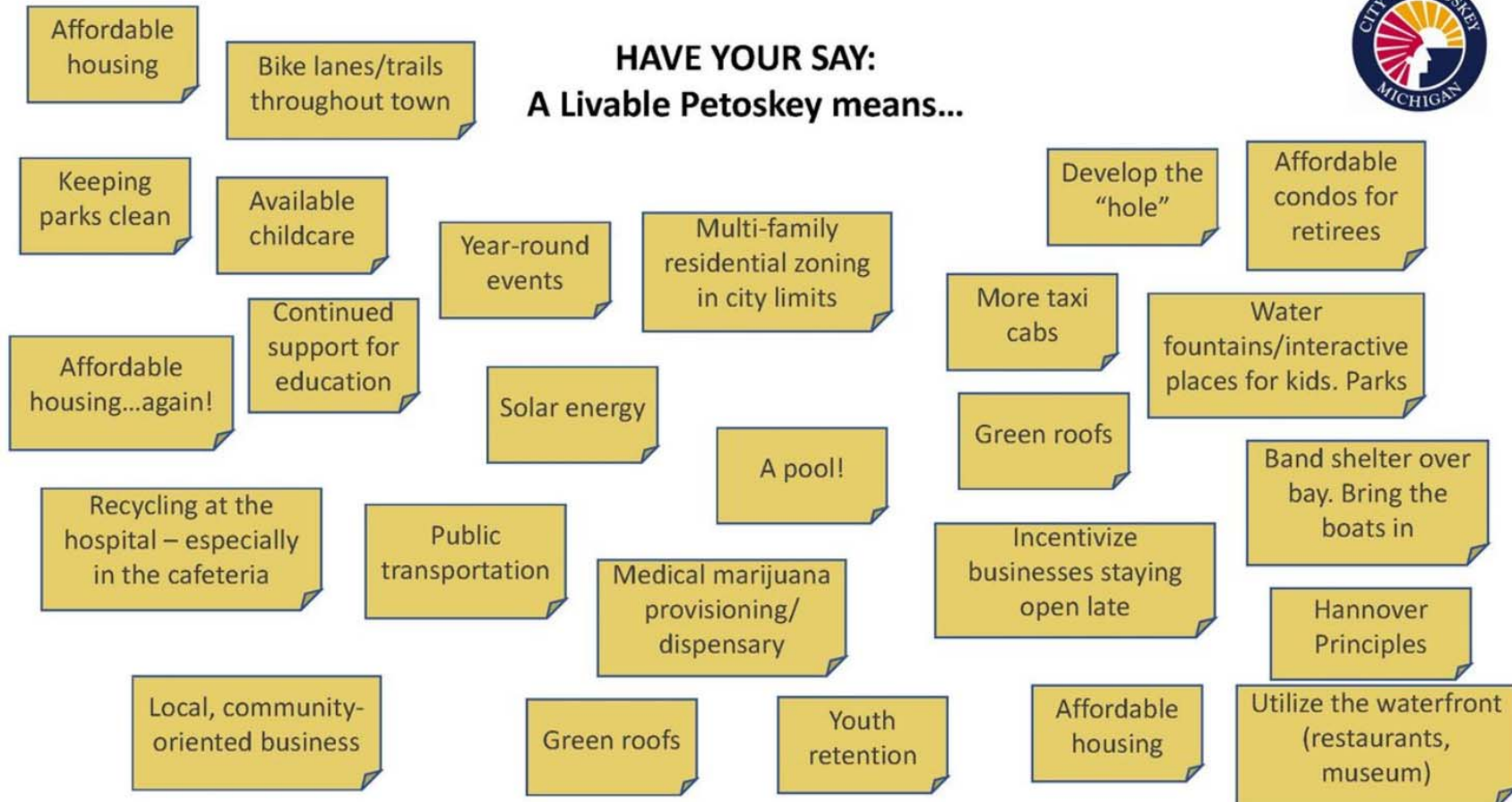
- Asset
- Home



## Livable Petoskey Pop-up meeting input Backlot, October 10, 2019, 5-7 p.m.



### HAVE YOUR SAY: A Livable Petoskey means...



**Livable Petoskey Pop-up meeting input  
Beards Brewery, October 30, 2019, 5-7 p.m.**



**HAVE YOUR SAY:  
A Livable Petoskey means...**

Economic  
development

Affordable  
housing

More  
businesses

More jobs

More diversity

Natural  
resource  
awareness

Need higher  
wages

Public  
transportation

Affordable  
housing

Good schools

Achieve 100%  
clean energy

Locally owned  
businesses

More social  
interactions

Different streams  
for information  
(not just  
newspaper)

Small town feel

Affordable  
housing

Progressive but  
has kept its small  
town feel



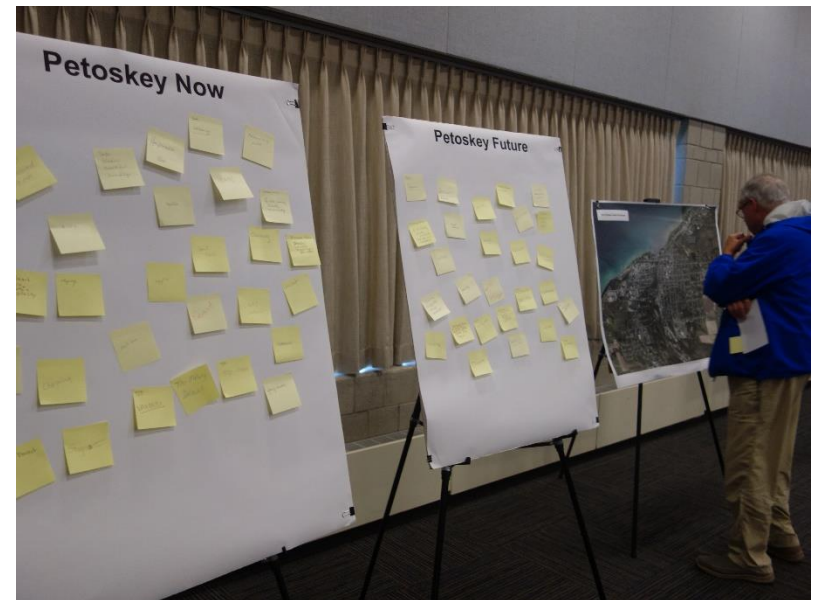
## *Livable Petoskey*

Community Meeting on September 5, 2019

### **Petoskey Now/Petoskey Future**

Participants were given two sticky notes. On the first they were asked to write one word or phrase to describe Petoskey now. On the other sticky note they used one word or phrase to describe the City's future.

<b>Petoskey Today</b>	<b>Petoskey Future</b>
Pedestrian oriented	Beautiful
Family oriented	Full of clean water
Friendly	Even more pedestrian & family oriented
Good place to grow up & grow older	Wholesome
Safe	Healthy
Family friendly community	Viable
Clean	Sustainable
Small town	Resilient
Welcoming	Safe
Hospitable	Family friendly community
Beautiful	Filled with green infrastructure
Resilient	Open communication
Undiscovered loose ends	Livability for all
Only scratching the surface	Growth inside the city
Beauty	Protect the water
Hospitality	Thriving
Hallmark movie	Growing
Cool!	Busier
Idyllic	Increased population
Quaint	Prosperous



Charming	Vibrant
Premier historic downtown	Four season downtown
Crowded	Progressive
Dying	Pure air & water
Fear of change	Thriving year-round
Stagnant	Super cool! (not super cold)
Historic	Progressive small town
Too many drugs	Smart city progress
Water-based	Diversity
Thriving	Easy to live in and get around
Walkable	Community garden spaces

Petoskey Now

Hospitality  
 Clean  
 Dying  
 Resilient  
 Safe  
 Friendly  
 Cool!  
 Beautiful  
 Quaint  
 Hospitable  
 Good place to grow up & grow older  
 Only scratching the surface  
 Pedestrian oriented  
 Welcoming  
 Idyllic  
 Small town  
 Historic  
 Walkable  
 Undiscovered loose ends  
 Family friendly community  
 Charming  
 Fear of change  
 Beauty  
 Crowded  
 Stagnant  
 Premier historic downtown  
 Water-based  
 Hallmark movie  
 Growing  
 Open communication  
 Super cool! (not super cold)  
 Thriving year-round  
 Pure air & water  
 Diversity  
 Vibrant  
 Wholesome  
 Progressive  
 Even more pedestrian & family oriented  
 Easy to live in and get around  
 Smart city progress  
 Safe  
 Resilient  
 Busier  
 Sustainable  
 Full of clean water  
 Thriving  
 Healthy  
 Livability for all  
 Filled with green infrastructure  
 Communitary garden spaces  
 Prosperous  
 Growth inside the city  
 Increased population

Petoskey Future

Hospitality  
 Clean  
 Dying  
 Resilient  
 Safe  
 Friendly  
 Cool!  
 Beautiful  
 Quaint  
 Hospitable  
 Good place to grow up & grow older  
 Only scratching the surface  
 Pedestrian oriented  
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 Idyllic  
 Small town  
 Historic  
 Walkable  
 Undiscovered loose ends  
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 Full of clean water  
 Thriving  
 Healthy  
 Livability for all  
 Filled with green infrastructure  
 Communitary garden spaces  
 Prosperous  
 Growth inside the city  
 Increased population

Word sizes are not indicative of their frequency

## Kickoff Meeting Feedback

1. What I value most about living in the Petoskey area is...	2. What I am most concerned about from a community standpoint over the 10-20 years is...	3. To address these issues, the City needs to...	4. My home is:
Small town architecture and businesses with lake views, surrounding natural areas	Big box developments replacing smaller local retailers. Loss of green space in and around town (need a greenbelt?) Do not want high skyline development in "the big hole" that would block Lakeview from Grain Train. H2O quality	Do green belt, green walkable corridor planning - as you have begun so well. Need more walkable, low traffic, no traffic connections in town	City of Petoskey
Fresh air, space to live, the lake	Crime, drugs, low wages	Increase wages, hourly wages. The City should have a mandatory minimum wage.	Bear Creek Township
Waterfront; Little Traverse Bay; Bear River; Clean fresh air	Drug trafficking from the [illegible] of Petoskey's casino culture	Eradicate the casino; the casino drags our community down; United Way must allocate funds for the working poor (i.e. utilities, rent assistance)	City of Petoskey
I live in Charlevoix County, but work in the City of Petoskey. I love the support, sense of community and drive to improve our area.	The number of ALICE and poverty population continuing to increase. As the cost of living increases, the struggling continue to struggle.	Look at affordable housing options, support transportation efforts and work to improve conditions for ALICE. (Increase wages? Funded support? Childcare?)	Other – Charlevoix County
Safe, clean, affordable and beautiful; parks/trails	Affordability; downtown retail core; water quality (both drinking & lakes); How will climate change change our economy? (Farms, skiing, snowmobiling, water)	Plan and follow it; they are doing a great job!	City of Petoskey

1. What I value most about living in the Petoskey area is...	2. What I am most concerned about from a community standpoint over the 10-20 years is...	3. To address these issues, the City needs to...	4. My home is:
Pedestrian movement, green spaces, education, healthcare	Affordable housing, service level pay/low pay for working	Support/expand affordable living locations; support higher paying job opportunities; protect waterfront accessibility	City of Petoskey
Intelligently run local government; proximity to water and woods	Affordability for younger and lower earning families	Encourage and/or develop affordable housing	City of Petoskey
The safety and sense of community we get to enjoy next to the most beautiful lake in the world	Climate change and how that is going to affect all aspects of living in a waterside community.	Add more green infrastructure and be flexible/ready to make changes based on what's happening around us	City of Petoskey
Access to outdoors and year round activities; Wide variety of educational, arts, and restaurants, especially for such a small town; Vibrant seniors community	Tendency to resist change and new ideas on the part of many boards; lack of good jobs; lack of housing and deteriorating condition of many homes; Line 5 and impact if it leaks	Continue and strengthen a proactive approach to green energy – and green in general; Proactively work with local developers on housing and downtown development	City of Petoskey
Beautiful walkable area and bay; Great bike trails and parks, walkways; nice people	Addiction, livable wages, quality of living green areas		City of Petoskey
The beauty; the friendliness of the people; the wonderful green organizations that are protecting our resources (water, land)	Keeping the downtown full of small shops instead of big box stores; the water and keeping it clean and healthy; low income housing; attracting young people here; deforestation; keeping good healthcare; strong educational systems		Resort Township
Beautiful waterfront and bike paths, many places to enjoy the	Ability of hospital to meet medical needs of all ages. Would	I don't know that the city has much control over the medical	Bear Creek Township

1. What I value most about living in the Petoskey area is...	2. What I am most concerned about from a community standpoint over the 10-20 years is...	3. To address these issues, the City needs to...	4. My home is:
area's natural resources/beauty. Has been a great place to raise a family.	be great to have pediatric services and high risk services available so there would be less need to be transferred to Grand Rapids for care; I am concerned about the number of empty stores downtown – would hate to see the demise of a once vibrant downtown shopping district	aspect of the area – except maybe to encourage more services/specialists that could deal with issues that often result in transfer of patients to other facilities; Encourage storefront owners to bring in interesting shops – charge more affordable rents?	
A safe, relatively clean and environmentally pure environment that allows for easy access to and interaction with nature	Controlling growth so that the balance between nature and development is maintained. Constant growth is not sustainable and should not be a goal, yes it is enticing to many people from previous generations; poverty and ALICE rates	Carefully examine all development so that it adheres to master plan guidelines	City of Petoskey
Livability, blue water and clean air, modest traffic	Too few younger folks in the area to support burgeoning retirees, resort population; We need a solid core of year-round livable wage jobs to support young families	Limit AirBNB's; build infrastructure to support knowledgeable, creative economy, as well as manufacturing and agriculture	Bear Creek Township
Great historic small town. People come here to get relief from the cities. Lake is a great asset as well as abundant recreational areas.	Overdevelopment – destroying Petoskey we [illegible] to save it. Traffic in summer is [illegible] difficult. Workforce for jobs that are seasonal with low wage will	Move slowly with changes. Engage the public more on changes. Staff needs to listen to the people who live here. Some increased patronage downtown	City of Petoskey

1. What I value most about living in the Petoskey area is...	2. What I am most concerned about from a community standpoint over the 10-20 years is...	3. To address these issues, the City needs to...	4. My home is:
	be a problem for business expansion. Affordable housing is a problem everywhere. We do not need excessive tall buildings	would help. Focus on keeping neighborhoods strong. [illegible] how zoning changes [illegible] neighborhoods. Need a local historic district downtown.	
Love walking from my home to downtown, go to waterfront; see all the families out enjoying parks and pretty flowers and gardens; seeing many younger people starting businesses	Finding homes, apartments for people to live in City – affordable housing units; renewable energy to be done by 2030 or earlier; worried about pot stores – too many in town – I want to leave grandchildren a safe clean place to live; be an example for others	Take on these problems head on; listen to younger people; master plans are great as new people fill jobs; they don't start all over	City of Petoskey
Beautiful Lake Michigan; parks and green space; safe and walkable community	Line 5 oil spill; climate change; affordable housing; drug addiction, treatment and prevention	Help shut down Line 5; Pursue alternative green energy	City of Petoskey
Being connected in the community – arts network, restaurants, positive and active people, many opportunities to be involved; fabulous library; trails for hiking, biking, winter activities; our beautiful environment	Opposition to change/development without consideration of how that change can be positive; downtown landlord not invested in wellness of community; avoiding addressing issues that turn people away; parking issues, poor sidewalk maintenance in winter, empty storefronts		City of Petoskey
Access to nature/green space; walking downtown	Flight of business from downtown; lack of desirable housing near downtown	Be more accepting of development of downtown;	City of Petoskey



1. What I value most about living in the Petoskey area is...	2. What I am most concerned about from a community standpoint over the 10-20 years is...	3. To address these issues, the City needs to...	4. My home is:
		assist businesses on start-up more	
Walkability; attention to detail; the people – polite, kind, compassionate, involved, entrepreneurial; thriving Petoskey, conscious capitalism movement	Resilience; millennial and Gen Z – friendly; digital transformation – “smart” cities; sustainability – resources, triple bottom line; progress – enable redevelopment, gig economy workers, advance collaboration across stakeholder groups	Leverage foresight; set an aspirational 2030-2040 vision; involve young stakeholders; involve futurists, scenario planning; attract and retain young talent/leaders; adopt circular economy thinking and behavior	City of Petoskey
Small town character, charm, scale, views, water, nature	Development, climate change, housing, maintaining unique character	Review zoning status, develop historic district, invest in renewable energy infrastructure	City of Petoskey
Beauty – waterfront, river valley, downtown bike trail; recreational opportunities; reasonable cost of living and taxes; great and diverse school choices	Lack of growth (commercial) and housing to increase tax base; and attract a happy qualified workforce; if we want to survive, we need to change	Get rid of the NIMBY contingent	City of Petoskey
Sense of community; friendliness; sophisticated level of thinking and professionalism, especially for a rural community; high quality amenities (library, parks, schools, hospitals, arts centers, etc.); strong non-profit network; strong human services network	Housing, housing, housing (housing shortage will become more prevalent at all price points); aging population; growing gap between haves and have nots; vacant storefronts – decline in retail (national trend); decay in CBD	Promote downtown housing; loosen zoning restrictions to promote more housing development; tax incentives for multi-family housing; fill the hole with an economically viable project that grows the local economy; adjust master plan to allow greater height in some areas (let the city be a city); adjust master plan to match	Bear Creek Township  Other – Business in downtown Petoskey

1. What I value most about living in the Petoskey area is...	2. What I am most concerned about from a community standpoint over the 10-20 years is...	3. To address these issues, the City needs to...	4. My home is:
		trends that promote more downtown CBD living	
The community feel and inclusivity, feeling like we belong	Being over-reliant on tourism and being afraid of change, not willing to take the steps forward that we need to because it's "not how we've always done it"	Be open to new ideas and be willing to take the calculated risks to ensure the continued prosperity and forward movement	
The diversity of both the people as well as the environment	Overpopulation and destruction of our natural resources	Regulate pollution. Use greener means of energy.	Other – Presque Isle
Water resources; green space; awareness that natural resources rule the economy	Climate change – ability for Petoskey to adapt and proactively prepare for potential impacts of climate change; protection of water and natural resources, which ensures economic vitality; protect vital green space, along with shoreline habitat	Develop a climate resiliency plan; implement Tip of the Mitt Watershed Council's Little Traverse Bay Watershed Management Plan; limit development, utilize brownfields responsibly and adhere to zoning to maintain character of Petoskey	Resort Township  Other – representing Tip of the Mitt Watershed Council
The natural beauty and fresh water; four season outdoor recreation; arts and culture activities superior for a small town; educated and engaged population; safe neighborhoods and low violent crime	Not being able to grow my small business; an aging population that needs services that will not be available; downtown vacancies leading to a drop in property values; general cost of living increases	Place a greater emphasis on commercial development where appropriate and greater density downtown to combat sprawl. We need a more diverse tax base. Combine government services with surrounding townships for savings to all taxpayers (police, fire, EMS, ER, etc.)	City of Petoskey



### Three Assets & Three Challenges

Meeting attendees were asked to identify three aspects of the area or specific locations within Petoskey that they consider to be assets, and three that they consider challenges to address going forward.

Asset 1	Asset 2	Asset 3	Challenge 1	Challenge 2	Challenge 3
Green space, water views	Historical buildings	Hospitality	Sprawl	Housing -all levels	Brain drain
Lake Michigan	Community buildings	Bike trails	Vacant storefronts downtown	Building development in the "hole"	Water pollution
Waterfront	Downtown	Trails/parks	Livable-wage jobs	Housing	Childcare

Asset 1	Asset 2	Asset 3	Challenge 1	Challenge 2	Challenge 3
Bayfront-bike path, bayfront park	Library	Love the upgrades to Emmet St & old RR trans areas & Bear River walkway	Affordable housing	Family friendly restaurants	Many empty storefronts
Library	Year round outdoor activities	Wide variety of restaurants, arts, classes year round	Access to goods (retail)	Affordable housing	[sic] Poor representation in Lansing & DC on environment, energy, preservation
Parkland/waterfront	Walkable downtown	Thriving business community	Housing	Jobs (that pay a livable wage)	Bringing more young people/families to the area
Water	Small town character	Parks	Development	Sustainability	Jobs/employment/housing
Natural resources	Good infrastructure	Safe and friendly	Affordable housing/childcare	Transportation	Safe activities for tweens and teens/indoor alternatives to drugs
Downtown business district	Access to greenspace		Flight of business from downtown	Lack of forward thinking	
Walkways	Education/schools	Healthcare	Parking	High cost property/rental prices	
Collaboration efforts	Beautiful area	Availability to shops & needs	ALICE population increasing	Too many empty buildings	The pit/hole
Parks	Waterfront	Walkability of city	High end stores downtown (more)	Improved parking	Long term employees (downtown)
Variety of restaurants & stores downtown	Safe environment	Waterfront parks	More apartments & houses for workers	Keeping employees long term	The hole - but how are those new businesses going to find employees?
Waterfront	Library	NMC	Stopping drug trafficking	Library civility	No swimming pool like Harbor Springs

**At United Way, A LIVABLE PETOSKEY MEANS...**

- Community Pool/Rec Center
- Ban single use plastic bags or charge 10 cents

**At the Friendship Center, A LIVABLE PETOSKEY MEANS...**

- More affordable housing for senior citizens
- Excellent living at affordable prices – not everyone in Petoskey is rich
- The people are nice. If you need help there is always someone to help no matter what
- Housing that senior people can afford
- Affordable housing
- Safe, drug-free, low income apartments/ housing
- Low income housing
- Be careful with the HOLE and our view
- Affordable housing
- More affordable housing for senior citizens

## Comments provided on the Livable Petoskey Website

2/12/2021

Value: The water, the downtown, and the environment. This is a place where we want our kids to grow up and where we are happy to build our life.

Pressing Issues: I think Petoskey needs to prepare for growth. The biggest challenge facing Petoskey is going to be managing an incredible surge in population growth while maintaining its best qualities. It looks like the Petoskey area will increase in population by 2-3 times its current population within the next 20 years. We need to be preparing for that growth in addition to tackling current housing and energy issues.

Address Issues: Allow for more high density housing downtown. Emphasize attributes of the city that show it is prepared for a zero-carbon, urban future. Allocate more space for critical resources to manage our growth. Allow for more development of all types within downtown

2/16/2021

Value: Being open to change.

Pressing Issues: Housing, childcare, retaining young people

Address Issues: Change zoning to allow for 1st floor residential in the immediate downtown area. Rezone commercial and industrial properties to allow for more dense residential. (Emmet and over by football stadium etc...)

Value: I consider Petoskey an "arts community" and that's what i love about it. Petoskey is full of creative, innovative people.

Pressing Issues: The arts are often overlooked, undervalued, and underfunded - especially since they are such a big part of our community! Not only are they a draw for visitors, but a draw for families looking for a place to call home. The arts attract professionals to our area to live and raise families. Years of research show that the arts are closely linked to academic achievement, social and emotional development, and civic engagement. Involvement in the arts produces gains in math, reading, cognitive ability, critical thinking, and verbal skills. Arts learning can also improve motivation, concentration, confidence, and teamwork! Can you imagine the benefits if every member of our community had access to arts education and experiences?

Address Issues: Funding for the arts in our community - on par with recreation, sports, etc. Public art installations

Value: 1) Close access to Lake Michigan and other lakes and waterways and opportunities for low carbon footprint outdoor recreation 2) Walkable 3) Preservation of historic nature of downtown and neighborhoods 4) Good city services 5) Well meaning population proud of the city

Pressing Issues: 1) enhancement and preservation of historic structures and nature of town 2) increasing income inequality (includes access to affordable housing, negative impact of housing segregation due to income imbalances, negative outcome of focus on big ticket draws to the area vs. insuring and maintaining high standards of quality of

## Comments provided on the Livable Petoskey Website

living for all income segments to achieve a balance of workers, retirees, ownership, entrepreneurs) 3) Poor access to local mental health care providers (the closure of the Lockwood Unit exacerbated a statewide problem in the city and region) 4) Continued business flight from downtown and immediate areas while unplanned sprawl continues in surrounding townships 5) Racism

1) a) Incentivize occupancy of ground level businesses, get rid of parking meters (I heard a rationale re: meters, that they kept the parking situation fluid. I think fluidity could be achieved, as it is in many cities, by tire marking and signage or other methods that would not require more man hours and would be reasonable and less prohibitive) Pass ordinances that require building owners to rent to businesses and keep street level businesses full. b) Offer low/no interest loans and other incentives (matching funds?) to owners of historic properties in order to focus on rehabilitation vs replacement or remodeling. Incentivize trade workers who specialize in historic structure rehab. Keep and distribute list of trade workers who specialize in historic preservation & rehabilitation. 2) Mix low income housing with higher income housing. Make lower income housing as handsome and appropriate to nature of the look of existing structures. Encourage neighborhood mixing social and planning events that address and overcome pre-existing barriers 3) The intent of the Mental Health act as envisioned by President John Kennedy was to make it feasible for people with chronic and/or periodically incapacitating mental health issues (Mental Illness, Addiction, Developmental Disabilities) to live in home or as close to home and loved ones as possible. What can be done in Petoskey to make this a reality and to successfully integrate members of the community with these issues into the fabric of the community in constructive ways? As the state administered community mental health boards have by-and-large failed at this mission (more people with chronic mental health issues are currently housed and treated in the state and county jails than in mental health programs) how can our community be at the cutting edge of integrating the treatment, living arrangements and meaningful occupation of our friends, family members and neighbors who are beset by these problems? Tough issues but I see promise in the way the Harbor Hall has been ! integrated in the city. 4) There seems to be a basic conflict between the various business community interests, city leaders, business owners, and landlords that has exacerbated an alarming exodus of businesses in the Petoskey area and particularly from downtown. I am not sure what the dynamics or particulars of this "elephant-in-the-room" are, but I do not see other towns in the area having the same problems And though I am sure there are other problems just as "sticky", they don't seem to have the same difficulties filling spaces in their premier historic downtown business districts as Petoskey is having. It would seem to me that something that moves and transforms the nature of how these dynamics play out and are tremendously self defeating needs to be researched and invested in. 5) As a long time community member who moved here from a very racially diverse city (with its own problems with race) I was initially and continue to be alarmed at the level of overt racism that is expressed in groups of people in this city. It is heartbreaking in many instances, and I think it stands in the way of a fully realized welcoming and progressive city that includes and welcomes all people who could enrich the town culturally and socially.

Address  
Issues:



## Comments provided on the Livable Petoskey Website

Value: That the natives are recognized and not being killed off.  
Pressing Issues: Our kids don't have much to look forward to for events during covid.  
Address Issues: Allow me to utilize the road with the round-about, next to the waterfall for a drive by Easter Bunny Run 2021. They stay in their vehicles, I hand them bags and I'm dressed up as the Easter lady

2/17/2020

The land is alive with beauty and grace. It is still possible to create a responsible way of life for settlers and natives alike, despite the centuries of exploitation of humans and resources in favor of an elite few.

We need to redress the relationship of settlers to the indigenous people of this land. We need to prepare for an influx of climate migrants and re-orient developmental regulation to favor innovative, small, responsible forms of living in relationship to the land. We need to provide housing for the working class people who keep this region afloat and prioritize real lives here over entertainment activities for the wealthy settler class.

Vacate those in power whose primary way of relating to this land and her people is making money off it. We need to make our lives in relationship to the land and its human and other-than-human inhabitants. Give land and political power to the tribe.

Value: The lack of high inner city lifestyle! I prefer a more smaller community family oriented lifestyle as is here!  
Pressing Issues: 1- The "HOLE" - 2- Add in More ART and beauty around town 3- Re-add Native American Language and History classes to the schools \* 4- AFFORDABLE HOUSING! - \* 5- LIVEABLE WAGE JOBS 6- Allow Cannabis shops and industry into town and residents 7 - Add in Roof Top Gardens & create more (not just hungry hollow) community gardens 8- Do NOT add Roundabouts to roads! They are NOT as safe as is said, they are confusing and a waste of space and non efficiency!  
Address Issues: 1- The Hole - I've stated for YEARS that the city needs to take control of that property! Turn it into an out door Amphitheatre! Roman step style will keep it safe from erosion! Bring in local bands and music (&others) music on the bay and during shopping, use it for theater for the schools put on plays and such there, winter use it for ice skating and rent skates, summer have a night or two a week for roller skating and rent skates! Have a concession stand for revenue! Have movie nights on the bay! Big screen and show movies! Allow the music and such to be community free, but charge for skate rentals, concessions, etc! NO ONE has anything like this! Grand rapids did once! Rosa parks for le! They USED to do "Blues on the mall" every Wed night sponsors by local radio stations and businesses! It brought business to restaurants and bars etc! It was some of the funnest times of my teen years to go hang with friends at! Good music! Etc! You want ! to set Petoskey apart from anywhere else up here, you do that and SEE the DRAW it will bring to us! 2- Add more Art and Beauty all over town! I went to WA state this past fall and they had sculptures, murals, paintings, art everywhere you looked!! Garbage cans, sides of buildings, sculptures on

corners, it didn't matter if it was a run down area, down town seattle, suburbs etc! Everywhere you went art was there! It was amazing! It added a whole different perspective to things! Even windows that has been busted or broken due to the riots were painted in stunning murals of love, unity warmth, culture etc!!! We would do well to incorporate such here! 3- If your all about incorporating CULTURE into Petoskey you can begin with the Local Natives! Re-add their Language classes to school! My kids were looking at taking those courses in school but we found out you pulled them due to funding just prior! I'm sorry but we live in an Indigenous community around here despite the 95.3% white in your statistics! The percent there is deserves to have such things offered to their students who attend Petoskey public schools! You MAKE funding stay available even if it's a class of 50 or 2! - Also this adds into the ART aspect, allow the Indigenous artists in our community to sculpt, paint murals etc and place them around town, at the bay etc! 4- Affordable Housing! I read thru all the numbers, statistics etc! But you people need to make and find more ways of creating Affordable Housing! If not building it, then regulate landlords and prices to maintain affordability! This goes with Businesses costs as well! I've known MANY wonderful businesses who've left Petoskey because of the OUTRAGEOUS RENTAL COSTS of even business buildings! You want diversity in business and people! Allow us to survive up here even if we aren't filthy rich! Give us the chance to build a business without paying over half profit into just rent alone! 5- Liveable wage jobs! I'm not sure how Petoskey would go about this! BUT someone has to! It goes right along with affordable housing! If we don't have jobs that pay us fair liveable wages how the hell can we afford the costs of living up here! Which is what is being seen! Of course we have the elites and wealthy that separate us but their numbers don't count when it's the rest of us who uphold the businesses and revenues for the city by our blood sweat and tears! We deserve better pay from businesses, better benefits included so we CAN survive in a higher cost bracket society! 6- Touching back on BUSINESSES! - Petoskey needs to wake up to the Progressiveness of the future! We need to stop being so conservative led! And allow Cannabis industry and businesses to come within our town! Not just (Belle tires LUME, who was only allowed to squat there north side of town because they made an agreement with the tribe on their lands) - But actually allow people to bring in cannabis shops! Again I'll reference WA state! HIGHLY PROGRESSIVE of a state I was impressed! They have cannabis shops on every corner in every town like breweries are here in Michigan! And they have found ways to make it work within the community, thy have no issues around school zones or kids! They don't have any of these conservative fear mongering going on and have since shown the revenue it brings in and as well as allowed for more people to become more progressive as well! I wish I could MOVE from MI to WA after seeing just how progressive they are as opposed to us here! We would se! rve well to get with the times! The earlier on we are in the market the better too as we can help found the national market as well as here in MI bring about another industry that creates jobs for countless people and brings money in that way too! Time to get with the times folks! 7- You spoke of Gardens and trees etc! How about incorporating MORE than just the ONE hungry hollow garden into the city!? You know have MULTIPLE gardens in multiple sections for neighbors and the community! As well as how about gather some down town businesses and start roof top gardens! Imagine roof top gardens along

## Comments provided on the Livable Petoskey Website

lamp light district even!!! Amazing!! Bring in more fresh produces spices herbs etc to local eateries, to even the local schools food programs! Like Nathan ages has done with his food program in Boyne city schools! GENIUS!! 8 - The round abouts spoke of on certain roads! Have you personally ever drove them!? Now how many idiots on the road that your trying to keep people safe from, how are you to expect them to safely navigate one of these ridiculous round abouts!? They are far more confusing and a danger then your so called statistics state! Most people HATE them! They taken up too much space and are far from efficient! Worst thing you can do is add more of those ridiculous islands in the middle of a road and the round abouts! These are just Some of the ideas I felt necessary to add in after reading all 122 pages! Thank you! Feel free to contact me if you want more input or help in gaining more community input! I'd very much like to see these things changed in our community and I'm not the only one! And the biggest concern is I want to see that HOLE an amphitheatre for the community and our City!!!! Couldn't you just IMAGINE!??? It would be stunning!!!! And fun!!! And add in an element we NEED here!! Thank you. -

Value: Petoskey is a great town, safe, green, clean and generally friendly. The waterfront, bear river, parks and green spaces are It's jewels, as well as its walkability. The downtown Is wonderful but seems to struggle, and from what I am hearing it largely has to do with high commercial rent. Sad, as an empty store front generates no income. And there seem to be many.

Pressing Issues: 1) To continue the friendly atmosphere, dog parks should be scattered throughout. Every park should have a dog friendly fenced area perhaps maintained by a neighborhood or businesses. 2) Affordable housing is non existent. Zoning should allow for the establishment of tiny home community concepts which could help address this issue. Might want to consider 3 or 4 concept base clusters..all with their own dog and/ green park / garden/ picnic areas/ sidewalks: 55 plus communities geared toward our aging population, as well as the snowbirds; single and small family communities; low income subsidized. These ideally could be situated in prior heavy industrialized corridors which are being converted to lighter use; specifically the Standish Avenue corridor. There is also the Washington Park area that could incorporate a tiny home cluster. Might also want to think about the Winter Sport Park Area..the old deer park. Keep the clusters small..3 to 20 ma! x and manageable. 3) Rent control, though not popular for landlords, might be necessary to help revitalize the downtown area and keep rentals at a level affordable for businesses and downtown workers. 4) More senior housing in general is sorely needed. Affordable, pet friendly with light services and green common areas. The Bear River Corridor has a tremendous amount of opportunity for residential development.

Address Issues: As noted above.

## Comments provided on the Livable Petoskey Website

Value: Walkable access to shops and parks, as well as wooded areas and access to the lakes.  
1.Housing. Desirable downtown neighborhoods have conformed to single-family only dwellings, more of which are seasonal. I would like to hear discussion about removing single-family zoning in the city. When I moved here, we had several homes on our block that were divided into multi-family housing, now there are none, as they've been converted to up-scale single-family home, many of which remain vacant most of the year. I have benefited from this with an increase in my home value, but at the detriment to the stability of a diverse, thriving community. 2. Water stewardship. I'd like to hear the city make a resolution against the building of a tunnel for line 5 and to advocate for its removal (if it hasn't already). I'd also like us to work more with the Watershed Council on educating the community on the effects of lawn chemicals that end up in the lake.

Pressing  
Issues:

Address  
Issues: stated above

Value: Nature. Small town...the fact that you don't have to drive too far to have all you need. Forests and lakes nearby.

Pressing  
Issues: Green energy and a clean environment. What goes on now is probably not sustainable. Our beaches ...as everywhere in Michigan...are heavily polluted by plastics.

Address  
Issues: Work to have green energy. Move things where people can access them (to vote, for example, almost everyone has to drive because it isn't in town). Reduce use of electricity: all the lights along the roads past the Middle School and High school and at the buildings themselves every night all night long are unnecessary....at best, motion detectors are all that are needed. This creates light pollution. I used to be able to observe the sky from that location at night, now there is too much LED lighting.

3/26/2021

Value: Keep Petoskey Green w/o cementing or destroying natural areas! Plant more trees, even more!

Pressing  
Issues: No

Address  
Issues: Keep talking to residents & environmentalists

4/12/2021

I'm responding to your message regarding public comments for Petoskey's Master Plan.

I'm a single mother with three children and who's recently relocated to Petoskey from Ohio. I chose Petoskey for the same reason many residents do: job opportunities, excellent public schools, the availability of a diverse range of extracurricular activities and natural settings - just an overall improvement of quality of life and opportunities for all of us.

I purchased a small home within city limits last fall and am in the final stages of renovating the home for my family. As the costs of living in Petoskey are much higher than in rural Ohio or Michigan, I've

## Comments provided on the Livable Petoskey Website

committed to whatever extra work and resourcefulness that I'll have to take on to sustain these additional costs.

One of the ways in which I've considered absorbing some of those extra costs is to rent my home short term to vacationers on weekends or any times that we're visiting or vacationing out of town. I've learned only recently that Petoskey does not give me that opportunity. I'd like to be a part of the discussion that explores allowing more residents to have that extra income opportunity. I'd like to know what concerns the City has and am hopeful that they're willing to engage in on-going discussions with the community about allowing the option under certain restrictions. I'd like to know that the City would support those who rent responsibly - especially in cases where its vital to their residence in this wonderful - yet costly community.

Thank you,  
Dottie Landis

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## **APPENDIX B**

### **INDIVIDUALLY LISTED PROPERTIES ON THE NATIONAL REGISTER OF HISTORIC PLACES**

## Appendix B

The National Register of Historic Places is the official list of the nation's historic places worthy of preservation. Authorized by the National Historic Preservation Act of 1966, the National Park Service's National Register of Historic Places is part of a national program to coordinate and support public and private efforts to identify, evaluate, and protect America's historic and archaeological resources. Listing on the National Register places no restrictions on what a non-federal owner may do with their property, unless the property is involved in a project that receives Federal assistance in the form of funding or licensing.

Historic resources may be listed individually, in groups or districts, and as multiple resources in an entire community. After a city-wide survey and evaluation in 1984, Petoskey's multiple historic resources were listed in 1986 as two districts and 35 individual sites outside the two districts. The Petoskey Downtown Historic District is comprised of 104 commercial and institutional structures, and the East Mitchell Street Historic District includes 294 residential structures. The individually listed resources are the following:

<b>Residential Properties</b>		<b>Commercial Properties</b>
Frank Schapler House 106 East Lake Street	I.N. Debenham House 1101 Emmet Street	George T. Zipp Lumber Company 616 Petoskey Street
Meyer Fryman House 211 Michigan Street	Elias Meyers House 912 Baxter Street	Shafer's Grocery 1018 Emmet Street
George McManus House 121 State Street	Frank Leshner House 122 East Sheridan Street	Hosman and Wheeler Meat Market Third Ward Polling Place, 621
Jacob VanZolenburg House 203 State Street	A. Malin House 54 Bridge Street	<b>Public Facilities</b>
Stout House 606 Grove Street	J.M. Wells House 203 West Lake Street	Public Works Utility Building 100 West Lake Street (portion of fire station)
J.B. Allen House 822 Grove Street	Isaac Bartram House 508 Wachtel Avenue	Mineral Well Park 100 Block of East Lake Street
G.W. Olin House 610 Kalamazoo Street	George Schantz House and Store 534 Wachtel Avenue	Mitchell Street Bridge US-31 over Bear River
George and Eugene Markle House 701 Kalamazoo Street	W.S. Carmichael House 301 Jackson Street	Fourth Ward Polling Place (Demolished) 209 Washington Street
Gerhard Fochtman House 1004 Waukazoo Avenue	Jacob Miller House 307 Jackson Street	<b>Churches</b>
T. Chalmers Curtis House 1004 Lockwood Ave	John Kabler House 415 Jackson Street	Grace Methodist Episcopal Church 625 Connable Street
Philip Rehkopf House 918 Howard Street	Sarah Pennington House 719 Maple Street	Seventh Day Adventist Church (former); 224 Michigan Street
John Nyman House 915 Emmet Street	Ingalls Avenue	Trinity Evangelical Church 219 State Street
Bert and John Hobbins House 1024 Emmet Street		Zion Evangelical Lutheran Church (former) Petoskey Mennonite Church (former)

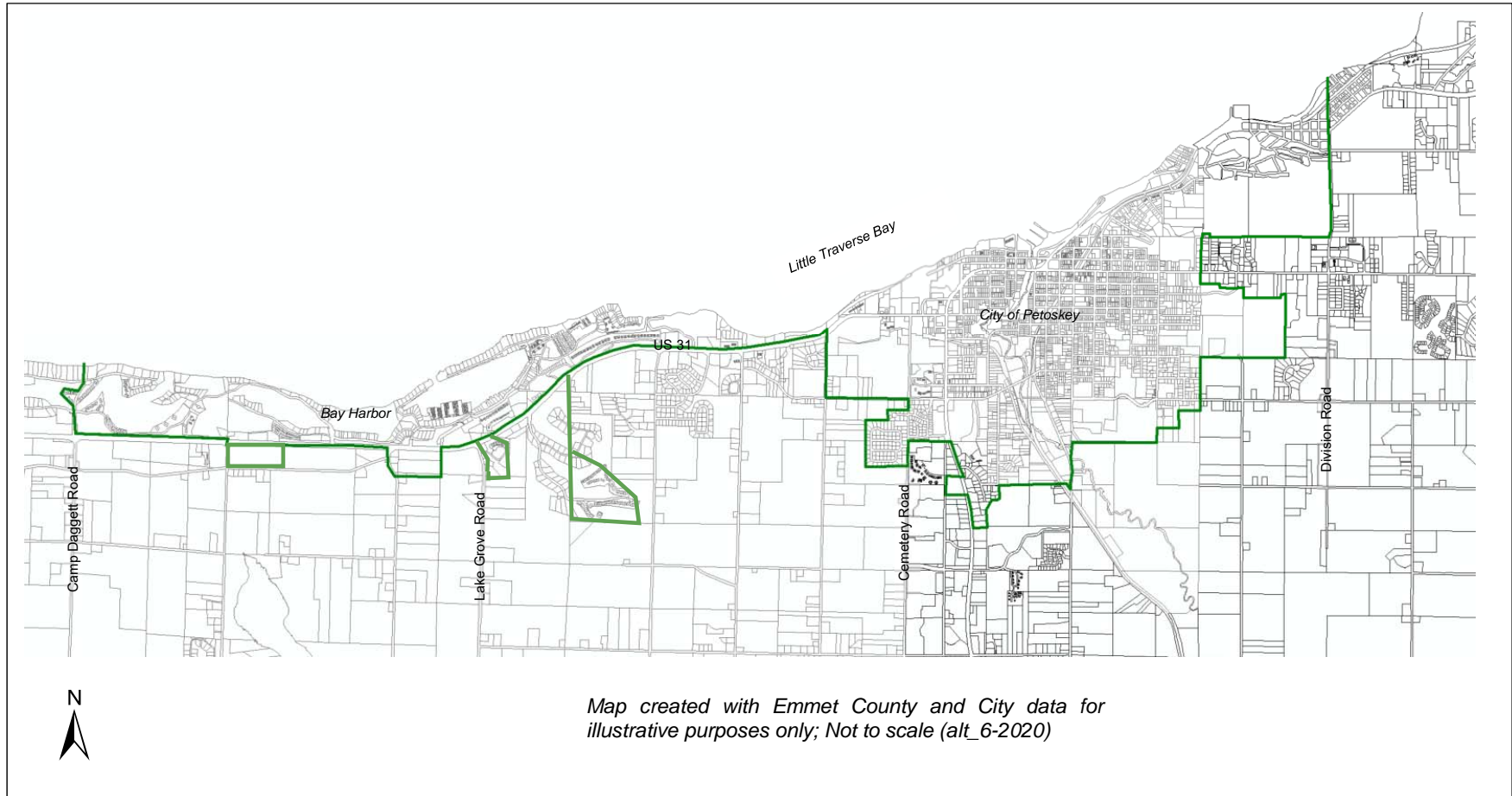
Source: Michigan Bureau of History, 1990



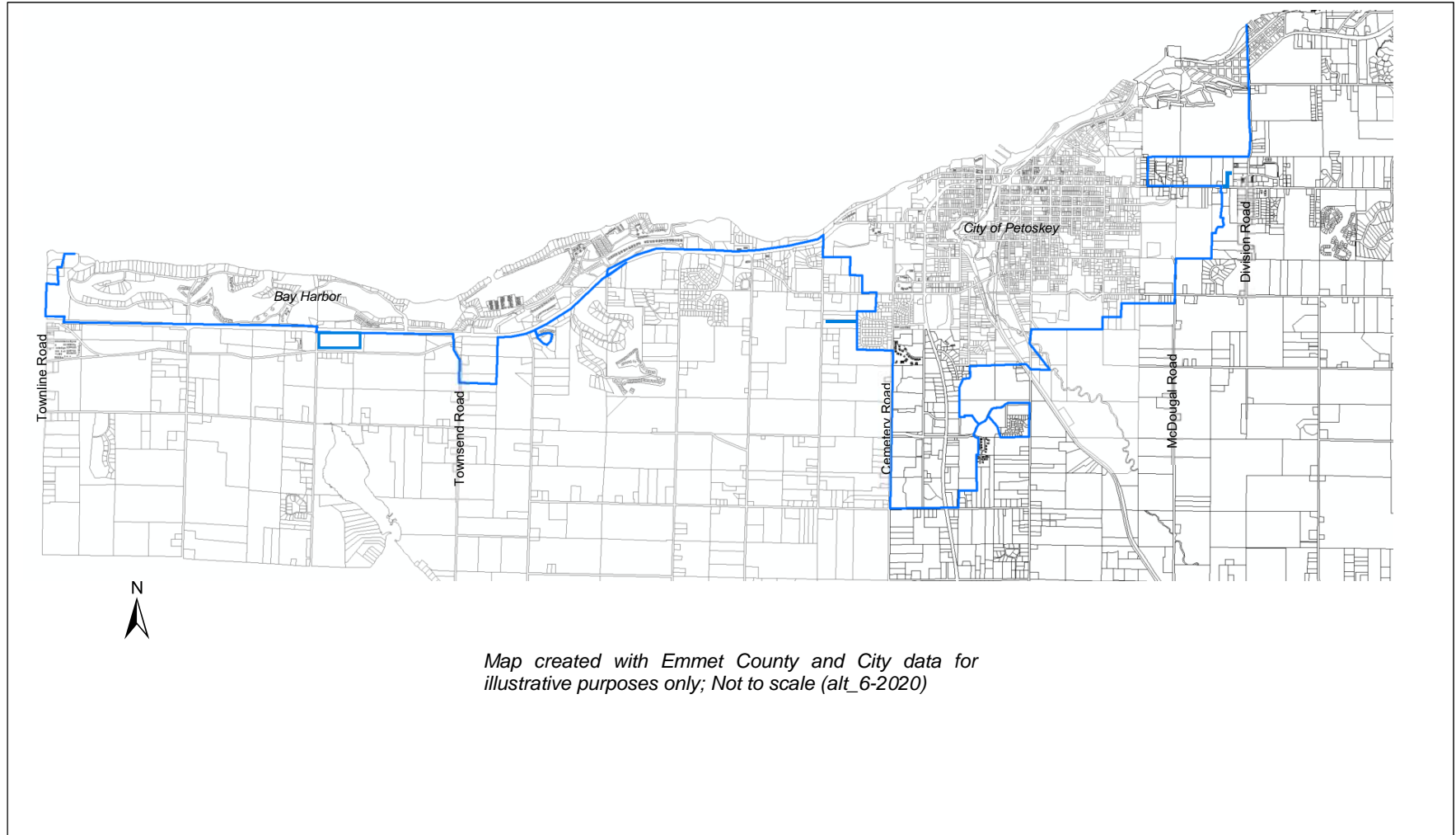
## **APPENDIX C**

### **UTILITY SERVICE AREA MAPS**

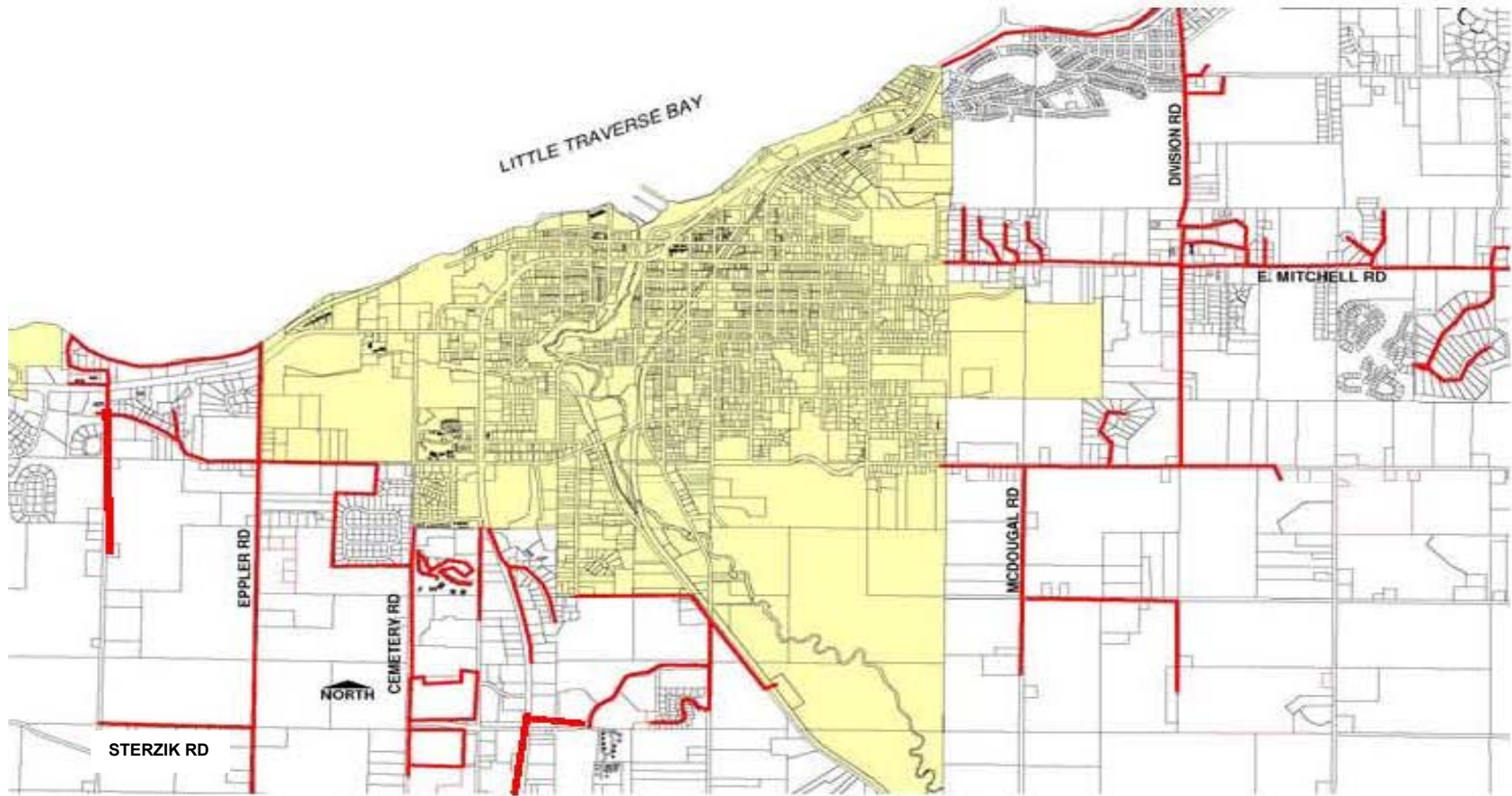
## SEWER UTILITY SERVICE AREA



## WATER UTILITY SERVICE AREA



## ELECTRIC UTILITY SERVICE AREA



Petoskey Corporate Boundary



Electric Utility Service outside Corporate Boundary

*Map created with Emmet County and City data for illustrative purposes only; Not to scale (alt\_6-2020)*

## **APPENDIX D**

### **SIDEWALK CONSTRUCTION TOP PRIORITY RANKING (Updated 9/2020)**

UPDATE 9-2020

**APPENDIX D**  
**NON-MOTORIZED FACILITIES PLAN TABLE 3**  
**TOP PRIORITY STREETS FOR SIDEWALK CONSTRUCTION**

STREET	SEGMENT LENGTH  IN FEET (APPROX)	HIGH PRIORITY AREA						LOW PRIORITY AREA**	TOPO OR R.O.W ISSUES	STREET SCORE
		1/4 MILE SCHOOL  (Value 1.5)	LEADING OR ADJACENT TO A PARK  (Value 1)	RESIDENTIAL NEIGHBORHOOD*  (Value 1-2)	COLLECTOR/ MAJOR STREET  (Value 1)	NO SIDEWALKS  (Value 1.5)	IMPORTANT CONNECTOR  (Value .5)			
LOCKWOOD (South of Spruce)	290	X	X	X		X	X		\$	5.5
PEARL	244	X		X		X	X	X	\$	4.5
BEECH	590	X		X		X			\$	4
BRIDGE (North side)	70		X	X	X					4
CARLETON	600	X		X		X				4
FULTON	700	X		X		X			\$	4
JEFFERSON AVE	230	X		X		X	X		\$	4
MYRTLE	600	X		X		X			\$	4
PETOSKEY (Sheridan to Washington Park)	332	X	X	X		X		X	\$	4
RUSH	960	X		X		X			\$	4
WINTER PARK LANE	1670		X	X		X	X		\$	4
SELDEN	279	X	X	X		X		X	\$	4
BEAUBIEN	870			X		X				3.5
CURTIS (S. of Morgan)	840		X	X		X				3.5
JENNINGS (Lockwood to Waukazoo)	1100	X		X	X		X		\$	3.5
LAWRENCE	1210		X	X		X				3.5
MAPLE	540	X		X	X				\$	3.5
SHERIDAN	1810	X		X	X				\$	3.5
SPRUCE (Lockwood to Selden)	431	X	X	X						3.5
WAUKAZOO (Cherry to Jennings)	440	X		X	X				\$	3.5
HOFFMAN (Kalamazoo to Karamol Ct.)	950	X		X		X		X		3
LINDELL (Kalamazoo to Karamol Ct)	950	X		X		X		X		3

\*Predominantly single family neighborhood +1; predominantly multiple family, or low income housing +2

\*\*Undeveloped or low density residential, dead-end street, one block street, industrial area

## **APPENDIX E**

### **TRAFFIC CALMING METHODS AND EXAMPLES**



## Traffic Calming Methods

Traffic speed is a frequent concern in Petoskey neighborhoods. This appendix provides a summary of different traffic calming techniques that may be used, but are not appropriate in all situations. Consideration for roadway category, slope, cost, enforceability and impact on emergency vehicles must all be taken into consideration with each method. Additional information on traffic calming can be found at <http://www.pps.org/reference/livememtraffic/> and [http://safety.fhwa.dot.gov/speedmgt/traffic\\_calm.cfm](http://safety.fhwa.dot.gov/speedmgt/traffic_calm.cfm).

### Road Narrowing

The wider a travel lane, it has been shown that drivers will tend to drive faster. That is why recent street projects have narrowed the pavement width to create areas for sidewalks and tree lawns. As an example, the reconstruction of Atkins Street reduced the travel width from a 37 foot roadway with no sidewalks to a 28 foot roadway with sidewalks that continues to allow two travel lanes and on-street parking. On-street parking can itself act as a traffic calming method as cars have to slow down to allow on-coming traffic to pass safely.

*Atkins Street Before*



*Atkins Street After*



### **Bump-outs/ Neck-down curb extensions**



Bump-outs or curb neck-downs are effective tools for slowing traffic at intersections and mid-block locations where there is significant pedestrian traffic. This method eliminates parking close to an intersection, makes pedestrians more visible and shortens the pedestrian crossing distance. The area can be used to provide additional green space or tree canopy, benches or other streetscape amenities such as bike racks. Neck-downs have been used in Downtown Petoskey, and at the intersections of Michigan and State with Emmet (above), as well as along Emmet Street at the Downtown Greenway Corridor. Bumpouts are typically the width of a parking space, but could be as small as 4 feet.

### **Mid-block Deflector Islands or Mid-block pedestrian islands/ crosswalks**

This measure works very well on streets with long blocks or slope. They cause drivers to deflect their travel paths on otherwise straight streets, requiring them to slow down. They can also slow traffic entering a neighborhood, and may also serve as a



pedestrian refuge area on wide streets. If a block is unusually long, such as the 1000-1100 block of Emmet, it may be appropriate to install a pedestrian crossing island, both to slow traffic and to provide a safe crossing area for pedestrians. These have been used several places within the City including two on Atkins Street.

## Chicanes

This tool realigns an otherwise straight street to form an S-curve, designed as a series of lateral shifts rather than a continuous curve. They can be accomplished by taking stretches of curbs and angling them out on one side, then doing the same further down the street on the alternate side. If parking demand is high, parking lanes alternating back and forth along the block can be an inexpensive measure to accomplish the same effect. As shown in the figure below, a combination of islands and chicanes were used on the hill portion of East Mitchell Street as a straight curbed island alone would not have caused vehicles to slow. Observing traffic using the brakes as they enter the City or go down the hill indicates that these measures have had their desired effect.



## Psycho-Perception Measures

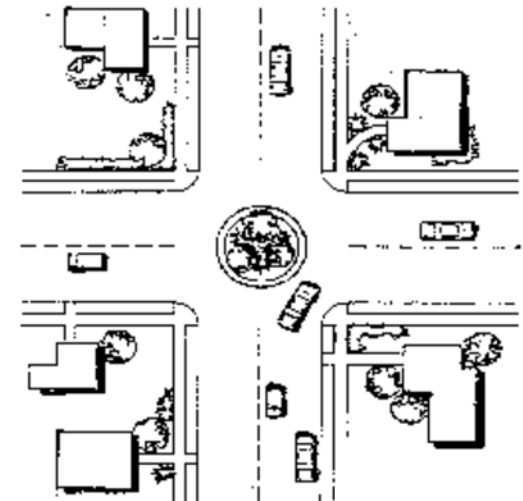
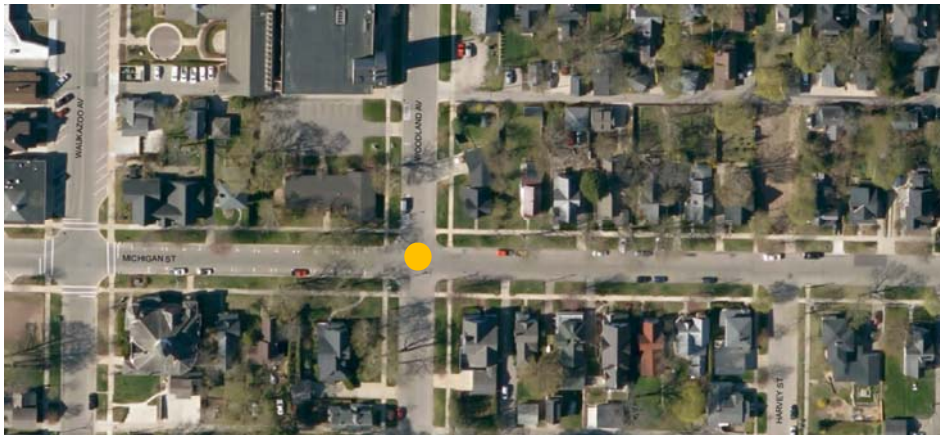
Measures such as edge striping, adding bike lanes, parking lanes, street trees and instant feedback signs are examples of things that make the driver perceive the need to slow down. Tree planting is one of the most inexpensive and effective methods to improve a streetscape, particularly if the timing of tree planting is coordinated with removal of overhead power lines.

## Stop signs

While many residents request additional stop signs to be installed, this is not always appropriate for a collector thoroughfare street and does not always slow traffic between intersections. Vehicles may stop and then speed up between stop signs, or simply roll through stop signs instead of coming to a complete stop.

## Residential Traffic Circles

Because of the issue with stop signs, some communities are instead – or in addition- installing residential traffic circles, which are essentially miniature roundabouts. Again, as a physical barrier, they require approaching traffic to enter at a slow speed and yield to any vehicle already in the circle. The intent is to keep traffic flowing in a counter-clockwise direction. The raised circle in the middle is relatively small, typically no more than 16' – 24' in diameter for residential roads 25' – 36' in width and with relatively low traffic volumes. An example of an intersection that has sufficient width and could benefit from this type of traffic calming tool is Woodland Avenue and Michigan Street as illustrated below.



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

**Speed Humps/ Raised Crosswalks**

Speed humps are devices used to reduce vehicle speed and volume on residential streets, but are not placed on major roads. They are combined with warning signs and have pavement markings to enhance visibility. Humps are placed across the road to slow traffic and are often installed in a series of several humps in order to prevent cars from speeding before and after the hump. They can be made of asphalt or rubber, and may have gaps for the wheelbase of buses or emergency vehicles.

## **APPENDIX F**

### **HOUSING AFFORDABILITY DEFINITIONS**



## Defining “Affordable”

What is affordable housing? What’s workforce housing? The answer isn’t simple! There aren’t “official” definitions for many of the terms we use to talk about housing. Some general parameters, based on regional housing strategies, state and federal subsidies, and working definitions in other communities, are listed below.

Please note that these have not been “approved” by any agency. They are provided for reference only.

Term	What is it?	What incomes does it serve?	Sometimes referred to as...
<b>Affordable housing</b>	Housing that costs 30% or less of a household’s budget.	All	<i>Low-income housing</i> <i>Workforce housing</i> <i>Attainable housing</i> <i>Supportive housing</i>
<b>Workforce housing</b>	Housing that is affordable to parts of the workforce earning, low-, moderate-, and entry-level incomes such as teachers, police officers, medical technicians, construction workers, office workers, and retail and restaurant staff. Generally these occupations earn up to 120% of the area median income (AMI). Work-force housing may include both rentals and homeownership opportunities, and is generally located near employment centers. It may be either subsidized or unsubsidized.	There’s no “official” income level. Depending on the market, it may include incomes up to 150% of area median income.	<i>Affordable housing</i> <i>Attainable housing</i>
<b>Attainable housing</b>	Homes that are deemed “affordable” to a group of people within a specified income range. Often, it’s used interchangeably with “workforce housing.”	There’s no “official” income level, but it is often inter-changeable with “workforce housing,” so may include incomes up to 150% of area median income.	<i>Affordable housing</i> <i>Workforce housing</i>
<b>Low-income housing</b>	Rental or for-sale housing that is made affordable, through public or other subsidies, to low- and moderate-income households. Deed restrictions or other controls limit the resale price or rent for a specified number of years. Affordability may be guaranteed for periods of time ranging from 10 years to perpetuity.	60% of area median income (rental) (see chart)  80% of area median income (ownership housing) (see chart)	
<b>Market-rate housing</b>	Unsubsidized housing sold at full market value	All	



<b>Supportive housing</b>	A combination of housing and services intended to be a cost-effective way to help people live more stable, productive lives - in particular, those facing complex challenges such as homelessness or very low incomes, and/or serious, persistent issues that may include substance abuse or addiction, mental illness, and HIV/AIDS. Supportive housing can be coupled with social services like job training, life skills training, alcohol and drug abuse programs and case management to populations in need of assistance, including the developmentally disabled, those suffering from dementia, and the frail elderly.	Supportive housing often serves lower-income households – that is, 60% of area median income or less (see chart)	<i>Affordable housing</i>
<b>Transitional housing</b>	Transitional housing provides housing generally for a limited time period. Stays can be from two weeks to twenty four months. It provides people with help after a crisis such as homelessness or domestic violence.		

## Income Levels

How “affordable” a home is depends on how much it costs in relation to a household’s income. To categorize and determine affordability levels in the context of income, funders and others use an income measure known as “area median income” (AMI), which is the household income for a median (typical) household in the region.

Public housing subsidies are often directed towards households within certain income brackets, which are categorized as low-income, very low-income, or extremely low-income, based on a comparison with the AMI. Different subsidies may be available for different income levels.

Charts showing income levels by county in Northwest Lower Michigan are available at the Housing Summit and online.

<b>Low-income households</b>	Households earning 80% or less of the area median income (see chart).
<b>Very low-income households</b>	Households earning 50% or less of the area median income (see chart).
<b>Extremely low-income households</b>	Households earning 30% or less of the area median income (see chart).

## **APPENDIX G**

### **PLAN IMPLEMENTATION PARTNERS**

Plan Elements	Responsible for Implementation		
	City Staff	City Boards and Commissions	Other Partners
Community Identity	Office of City Manager Office of City Planner Parks and Recreation Department Downtown Office	City Council Planning Commission Downtown Management Board Parks and Recreation Commission Historic District Study Committee	Little Traverse Bay Historical Society Little Traverse Bay Bands of Odawa Indians Petoskey Regional Chamber of Commerce
Community Engagement	Office of City Manager Office of City Planner Parks and Recreation Department Downtown Office	City Council Planning Commission Downtown Management Board Parks and Recreation Commission	Public Schools of Petoskey MSU Extension Michigan Municipal League Michigan Association of Planning
Public Health and Safety	Office of City Manager Public Safety Department Parks and Recreation Department Public Works Department Downtown Office Office of City Planner	City Council Planning Commission Parks and Recreation Commission Downtown Management Board	Health Department of Northwest Michigan McLaren Northern Michigan Office of Emergency Management Community Mental Health Harbor Hall Public Schools of Petoskey Char-Em United Way
Recreation Opportunities	Office of City Manager Parks and Recreation Department Office of City Planner Downtown Office	City Council Parks and Recreation Commission	Public Schools of Petoskey Bear Creek and Resort Townships YMCA Health Department of Northwest Michigan McLaren Northern Michigan Tip of the Mitt Watershed Council Top of Michigan Trails Council Little Traverse Conservancy North Country Trails Association Top of Michigan Mountain Bike Association Friendship Centers of Emmet County Petoskey Area Visitors Bureau Petoskey Regional Chamber of Commerce Sporting goods retailers Service Clubs

Arts & Culture Opportunities	Office of City Manager Parks and Recreation Department Downtown Office Office of City Planner	City Council Parks and Recreation Commission Downtown Management Board	Crooked Tree Arts Center Great Lakes Center for the Arts Little Traverse Historical Society Little Traverse Civic Theater Service Clubs
Environmental Stewardship - Resource Use Reduction	Office of City Manager Parks and Recreation Department Public Works Department Office of City Planner Finance Department	City Council Parks and Recreation Commission Planning Commission Downtown Management Board	Emmet County Department of Public Works Michigan Public Power Agency (MPPA) Groundworks Center for Resilient Communities Top of Michigan Trails Council Tip of the Mitt Watershed Council
Climate Resilience and Natural Resource Management	Office of City Manager Parks and Recreation Department Public Works Department Office of City Planner	City Council Parks and Recreation Commission Planning Commission	Tip of the Mitt Watershed Council Groundworks Center for Resilient Communities North Central Michigan College CAKE/CISMA Emmet County Conservation District University of Michigan Biological Station
Infrastructure Optimization	Office of City Manager Public Works Department Parks and Recreation Department Finance Department Office of City Planner Downtown Office	City Council Parks and Recreation Commission Planning Commission Downtown Management Board	Bear Creek and Resort Townships Bear Creek Sewer Authority Emmet County Road Commission Emmet County MPPA Groundworks Center for Resilient Communities Tip of the Mitt Watershed Council
Transportation and Mobility Options	Office of City Manager Public Works Department Parks and Recreation Department Office of City Planner Downtown Office	City Council Planning Commission Downtown Management Board	Emmet County Townships around Little Traverse Bay Emmet County Road Commission MDOT Public Schools of Petoskey North Central Michigan College Groundworks Center for Resilient Communities Top of Michigan Trails Council

Neighborhoods for All	Office of City Manager Office of City Planner Public Works Department Parks and Recreation Department Public Safety Department Finance Department	City Council Parks and Recreation Commission Planning Commission	Emmet County (Brownfield and Land Bank Authorities) Little Traverse Bay Housing Partnership Housing North Northern Homes CDC Northern Michigan Community Action Agency Service Clubs
Local Economy Assets and Opportunities	Office of City Manager Office of City Planner Parks and Recreation Department	City Council Parks and Recreation Commission Planning Commission Downtown Management Board	Chamber of Commerce McLaren Northern Michigan North Central Michigan College
Redevelopment and Infill Development	Office of City Manager Office of City Planner	City Council Parks and Recreation Commission Planning Commission	MEDC Developers



**BOARD:** City Council

**MEETING DATE:** July 19, 2021

**PREPARED:** July 15, 2021

**AGENDA SUBJECT:** Introduction, Discussion and Consideration to Set a Public Hearing Regarding the Potential Establishment of an Obsolete Property Rehabilitation Act (OPRA) District for 316 and 318 East Lake Street

**RECOMMENDATION:** That the City Council discuss with possible motion to set a date for a Public Hearing regarding the creation of an OPRA District for 316 and 318 East Lake Street

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**Background** The City has received an Obsolete Property Rehabilitation Act (OPRA) application (see enclosed) from Tom Johnson working on behalf of Howard Properties LLC. The Obsolete Property Rehabilitation Act (OPRA) allows for an abatement of local taxes for up to 12 years to assist in the redevelopment of older buildings in which a facility is contaminated, blighted or functionally obsolete. The goal is to rehabilitate older buildings into vibrant commercial and mixed-use projects.

The application requests the City consider the establishment of an OPRA District for a six-year tax abatement for 316 and 318 East Lake Street to renovate the properties. The second and third stories of the buildings have been vacant for an estimated 90 years. Approval of the tax abatement is needed as a local match for Howard Properties LLC to qualify for an estimated \$925,000 Community Revitalization Program (CRP) Grant through MEDC.

The properties are also included as priority redevelopment sites per the City Council approved Redevelopment Ready Communities (RRC) Economic Development Strategy. See informational sheet from the RRC Economic Strategy document.

**Project Summary/Property History** Howard Property Partners, LLC owns 316 and 318 East Lake Street, two connected historic buildings in Petoskey's Gaslight District that share hallways on the upper floors. Currently the bottom floor serves as retail space.

The building, which was known as the National Hotel, was constructed by Francis X. Schluttenhofer, in 1881. From 1915 until 1949, J.F. and T.A. Bremmeyr operated the Franklin Hotel. A specialty gift shop called "In The Woods" was located here by Shirley Hill from the 1970s to 2001.

Howard Property Partners, LLC plans to renovate the entire building to make it a sound historic structure for many decades to come. The project will commence with foundational work, replacing the old cedar support posts with modern masonry foundation materials. Façade and exterior improvements will be made on the outside, new insulation will be added to the walls and roof. An elevator shaft and stairwell will be installed. Six new apartment units will be created on the second and third floors. The third floor, which only occupies 25% of the building footprint, will be expanded to the full 3,700 square feet. Upon completion, the total building size will be 11,080 s.f., spread out over three floors. The building is one of the few left made of wood and balloon style construction.

This type of construction will not properly support modern apartments on the upper floors; therefore, a steel support system will be installed to improve the building's strength and structural integrity. The total renovation cost is estimated at \$1,861,301.

The total renovation and development costs are expected to far exceed the value of the property. Howard Property Partners, LLC has approached MEDC and completed an application for a Community Revitalization Grant in the amount of \$925,000. This grant program also requires a local match. The recommendation by MEDC is to have a minimum match of approximately 10%. The local match proposed includes a façade improvement grant approved by the DMB for \$10,000 in 2019 and the OPRA tax abatement being requested which is estimated at \$14,019 per year for six years (total of \$84,114). Adding the \$10,000 façade grant with the \$84,114 tax abatement totals \$94,114, or approximately 10.2% of the \$925,000 MEDC grant.

**Financial Calculations** If approved by City Council, the property taxes for the rehabilitated property will be based on the previous year's (prior to rehabilitation) taxable value. The taxable value is then frozen for the duration of the exemption. After six years, the City and other taxing entities would realize the full increase of taxable value for the property. The Internal Rate of Return (IRR) with the tax abatement and \$925,000 MEDC grant shows a negative IRR of -1.1% but a positive return on investment of 4.5%, making the project financially feasible. Both Dan Leonard from MEDC and City Treasurer Al Terry concur with Mr. Johnson's IRR calculations.

### **Financial Summary of an OPRA tax exemption for 316/318 East Lake Street**

2020 Taxable Value (before building renovation):	\$ 234,739
Current local taxes* (to all taxing jurisdictions):	\$ 12,489
Estimated cost of building renovation:	\$ 1,861,301
Anticipated additional taxable value after renovations that add six (6) residential units **	\$ 480,000
Projected additional taxes* (to all taxing jurisdictions)	\$ 25,539
Less school operating and state education taxes***	<u>\$ 11,520</u>
Annual OPRA tax exemption	\$ 14,019

*\*Total local mills= 53.2068*

*\*\*Based on estimated value from City Assessor*

*\*\*\*School operating and state education mills=24*

### **Building Obsolescence**

Per a December, 2014 Inspection Report by the Emmet County Building Department, various building issues were identified that make the properties uninhabitable for occupancy that include the following:

- Dilapidated interior floor, wall and ceiling finishes;
- Many second and third floor rooms lack electrical, lighting, plumbing and restroom facilities, heat and ventilation, approved means of egress, fire safety;
- Moisture penetration from roof leakage;
- Aspects of the third floor has questionable structural repairs;
- Current room areas are too small to be considered useable as small apartments.



The properties have been identified as “unsafe for occupancy in its current condition” by the Emmet County Building Department and “suffers in excess of 50% functional obsolescence” according to the City Assessor. See enclosed correspondence from both the Emmet County Building Department as well as a letter dated June 30, 2021 from Bob Englebrecht, City Assessor.









### **Process of Approving an Obsolete Property Rehabilitation District Tax Exemption**

The local government legislative body may establish an OPRA District on its own initiative or upon a written request filed by the owners of the property. In this case, we have a written request from Howard Properties LLC to create an OPRA District for a six-year duration.

Two resolutions would need to be approved by Council: 1) Resolution creating the OPRA District; and 2) Resolution approving an OPRA Exemption Certificate Application. Before consideration of approving the two resolutions, a Public Hearing would need to be scheduled to solicit comment for each resolution.

If Council desires to move forward with holding the Public Hearings, staff recommends scheduling these two hearings at a future Council meeting. (The earliest date a Public Hearing could be scheduled is at our next meeting on August 2, 2021.) Both the resolution creating the OPRA District and the resolution approving the OPRA Application can be scheduled at the same meeting but must be considered separately.

If Council approves moving forward with the Public Hearings, notices will be sent to Emmet County, North Central Michigan College, Greenwood Cemetery, Petoskey School District and Char/EM ISD seeking comment. Following the Public Hearing, the legislative body of the local government unit may establish an OPRA District by resolution. The resolution must set forth a finding and determination that the District meets all requirements of the OPRA program.

**Action** The second and third stories of these two properties have remained vacant for over 90 years and have major building code issues that require substantial investment to create downtown apartments. Per the Building Inspection Report, the property requires significant repairs and is “unsafe for occupancy” in its current condition.

With major structural issues and building safety issues, the interior of these two properties will need to be gutted to create six downtown apartments. As stated above, the Internal Rate of Return (IRR) on renovating the properties is in the negative without MEDC grant funding and the City’s tax abatement for 6 years. Combining State funding of \$925,000 with a relatively short-term tax abatement creates a project that is financially feasible while increasing the number of downtown rental units. From staff’s perspective, the tax abatement is a short-term sacrifice for a long-term benefit and a critical investment in downtown properties that have been vacant for decades.

MEDC is offering a \$925,000 Community Revitalization program (CRP) Grant contingent upon the City approving a six-year OPRA tax abatement at \$14,019 per year, or \$84,114 total. After this six-year abatement, the City and other taxing units will realize additional tax dollars that may not have been available without both State and local incentives. The properties are included as a priority redevelopment site per the City Council approved Redevelopment Ready Communities (RRC) Economic Development Strategy.

If Council chooses to move forward to the next step, a motion could be made to “*schedule a Public Hearing for the City Council meeting on \_\_\_\_\_, 2021 to solicit comments on the potential establishment of an Obsolete Property Rehabilitation Act District for 316 and 318 East Lake Street.*”

rs  
Enclosures

## Application for Obsolete Property Rehabilitation Exemption Certificate

Issued under authority of Public Act 146 of 2000, as amended.

This application should be filed after the district is established. This project will not receive tax benefits until approved by the State Tax Commission. Applications received after October 31 may not be acted upon in the current year. This application is subject to audit by the State Tax Commission.

**INSTRUCTIONS:** File the completed application and the required attachments with the clerk of the local government unit. (The State Tax Commission requires two copies of the Application and attachments. The original is retained by the clerk.) See State Tax Commission Bulletin 9 of 2000 for more information about the Obsolete Property Rehabilitation Exemption. The following must be provided to the local government unit as attachments to this application: (a) General description of the obsolete facility (year built, original use, most recent use, number of stories, square footage); (b) General description of the proposed use of the rehabilitated facility, (c) Description of the general nature and extent of the rehabilitation to be undertaken, (d) A descriptive list of the fixed building equipment that will be a part of the rehabilitated facility, (e) A time schedule for undertaking and completing the rehabilitation of the facility, (f) A statement of the economic advantages expected from the exemption. A statement from the assessor of the local unit of government, describing the required obsolescence has been met for this building, is required with each application. Rehabilitation may commence after establishment of district.

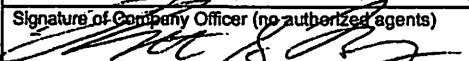
Applicant (Company) Name (applicant must be the OWNER of the facility) <b>Howard Property Partners, LLC</b>		
Company Mailing Address (Number and Street, P.O. Box, City, State, ZIP Code) <b>320 Howard Street, Suite 202, Petoskey, MI, 49770</b>		
Location of obsolete facility (Number and Street, City, State, ZIP Code) <b>316 and 318 Lake Street, Petoskey, MI, 49770</b>		
City, Township, Village (indicate which) <b>City of Petoskey</b>	County <b>Emmet</b>	
Date of Commencement of Rehabilitation (mm/dd/yyyy) <b>09/07/2021</b>	Planned date of Completion of Rehabilitation (mm/dd/yyyy) <b>11/07/2022</b>	School District where facility is located (include school code) <b>Petoskey 24070</b>
Estimated Cost of Rehabilitation <b>\$1,861,301.00</b>	Number of years exemption requested <b>6</b>	
Attach legal description of obsolete property on separate sheet.		
Expected Project Outcomes (Check all that apply)		
<input checked="" type="checkbox"/> Increase commercial activity	<input type="checkbox"/> Retain employment	<input type="checkbox"/> Revitalize urban areas
<input checked="" type="checkbox"/> Create employment	<input type="checkbox"/> Prevent a loss of employment	<input checked="" type="checkbox"/> Increase number of residents in the community in which the facility is situated
Indicate the number of jobs to be retained or created as a result of rehabilitating the facility, including expected construction employment. <b>16</b>		
<input type="checkbox"/> Each year, the State Treasurer may approve 25 additional reductions of half the school operating and state education taxes for a period not to exceed six years. Check the box at left if you wish to be considered for this exclusion.		

### APPLICANT CERTIFICATION

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all of the information is truly descriptive of the property for which this application is being submitted. Further, the undersigned is aware that, if any statement or information provided is untrue, the exemption provided by Public Act 146 of 2000 may be in jeopardy.

The applicant certifies that this application relates to a rehabilitation program that, when completed, constitutes a rehabilitated facility, as defined by Public Act 146 of 2000, as amended, and that the rehabilitation of the facility would not be undertaken without the applicant's receipt of the exemption certificate.

It is further certified that the undersigned is familiar with the provisions of Public Act 146 of 2000, as amended, of the Michigan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local unit of government and the issuance of an Obsolete Property Rehabilitation Exemption Certificate by the State Tax Commission.

Name of Company Officer (No authorized agents) <b>Bob Berg</b>	Telephone Number <b>(231) 216-7190</b>	Fax Number
Mailing Address <b>320 Howard Street, Suite 202, Petoskey, MI 49770</b>	E-mail Address <b>rberg@charlevoixequitypartners.com</b>	
Signature of Company Officer (no authorized agents) 	Title <b>President</b>	

### LOCAL GOVERNMENT UNIT CLERK CERTIFICATION

The Clerk must also complete Parts 1, 2 and 4 on page 2. Part 3 is to be completed by the Assessor.

Signature	Date Application Received	
<b>FOR STATE TAX COMMISSION USE</b>		
Application Number	Date Received	LUCI Code

<b>LOCAL GOVERNMENT ACTION</b>		
<p>This section is to be completed by the clerk of the local governing unit before submitting the application to the State Tax Commission. Include a copy of the resolution which approves the application and instruction items (a) through (f) on page 1, and a separate statement of obsolescence from the assessor of record with the State Assessor's Board. All sections must be completed in order to process.</p>		
<b>PART 1: ACTION TAKEN</b>		
Action Date _____		
<input type="checkbox"/> Exemption Approved for _____ Years, ending December 30, _____ (not to exceed 12 years) <input type="checkbox"/> Denied		
Date District Established _____	LUCI Code _____	School Code _____
<b>PART 2: RESOLUTIONS (the following statements must be included in resolutions approving)</b>		
<p>A statement that the local unit is a Qualified Local Governmental Unit.</p> <p>A statement that the Obsolete Property Rehabilitation District was legally established including the date established and the date of hearing as provided by section 3 of Public Act 146 of 2000.</p> <p>A statement indicating whether the taxable value of the property proposed to be exempt plus the aggregate taxable value of property already exempt under Public Act 146 of 2000 and under Public Act 198 of 1974 (IFT's) exceeds 5% of the total taxable value of the unit.</p> <p>A statement of the factors, criteria and objectives, if any, necessary for extending the exemption, when the certificate is for less than 12 years.</p> <p>A statement that a public hearing was held on the application as provided by section 4(2) of Public Act 146 of 2000 including the date of the hearing.</p> <p>A statement that the applicant is not delinquent in any taxes related to the facility.</p> <p>If it exceeds 5% (see above), a statement that exceeding 5% will not have the effect of substantially impeding the operation of the Qualified Local Governmental Unit or of impairing the financial soundness of an affected taxing unit.</p> <p>A statement that all of the items described under "Instructions" (a) through (f) of the Application for Obsolete Property Rehabilitation Exemption Certificate have been provided to the Qualified Local Governmental Unit by the applicant.</p>	<p>A statement that the application is for obsolete property as defined in section 2(h) of Public Act 146 of 2000.</p> <p>A statement that the commencement of the rehabilitation of the facility did not occur before the establishment of the Obsolete Property Rehabilitation District.</p> <p>A statement that the application relates to a rehabilitation program that when completed constitutes a rehabilitated facility within the meaning of Public Act 146 of 2000 and that is situated within an Obsolete Property Rehabilitation District established in a Qualified Local Governmental Unit eligible under Public Act 146 of 2000 to establish such a district.</p> <p>A statement that completion of the rehabilitated facility is calculated to, and will at the time of issuance of the certificate, have the reasonable likelihood to, increase commercial activity, create employment, retain employment, prevent a loss of employment, revitalize urban areas, or increase the number of residents in the community in which the facility is situated. The statement should indicate which of these the rehabilitation is likely to result in.</p> <p>A statement that the rehabilitation includes improvements aggregating 10% or more of the true cash value of the property at commencement of the rehabilitation as provided by section 2(l) of Public Act 146 of 2000.</p> <p>A statement of the period of time authorized by the Qualified Local Governmental Unit for completion of the rehabilitation.</p>	
<b>PART 3: ASSESSOR RECOMMENDATIONS</b>		
Provide the Taxable Value and State Equalized Value of the Obsolete Property, as provided in Public Act 146 of 2000, as amended, for the tax year immediately preceding the effective date of the certificate (December 31 of the year approved by the STC)		
Building Taxable Value	Building State Equalized Value	
\$	\$	
Name of Government Unit _____	Date of Action Application _____	Date of Statement of Obsolescence _____
<b>PART 4: CLERK CERTIFICATION</b>		
The undersigned clerk certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way. Further, the undersigned is aware that if any information provided is untrue, the exemption provided by Public Act of 2000 may be in jeopardy.		
Name of Clerk _____	Telephone Number _____	
Clerk Mailing Address _____		
Mailing Address _____		
Telephone Number _____	Fax Number _____	E-mail Address _____
Clerk Signature _____		Date _____

For faster service, email completed application and attachments to [PTE@michigan.gov](mailto:PTE@michigan.gov). An additional submission option is to mail the completed application and attachments to Michigan Department of Treasury, State Tax Commission, PO Box 30471, Lansing, MI 48909. If you have any questions, call 517-335-7491.

## 316 and 318 E Lake Street OPRA Application Attachments

The following must be provided to the local government unit as attachments to this application:

**(a) General description of the obsolete facility (year built, original use, most recent use, number of stories, square footage)**

The first building on this site, known as the Lake Street House, was completed in 1877. Later it was called the Farmer's Home, catering to farmers and laborers. That building burned to the ground with three adjacent buildings in 1880. Renamed the National Hotel by Conrad Zoll, the present building was erected by a farmer, Francis X. Schluttenhofer, in 1881. From 1915 until 1949, J.F. and T.A. Bremmeyr operated here as the Franklin Hotel. A specialty gift shop called In The Woods was located here by Shirley Hill from the 1970s to 2001.

The building is three stories high. It is one of the few wood construction buildings left downtown. The building is of balloon style construction and has cedar posts holding up part of the foundation. The first floor of the building is 3,680 square feet in size. Its current use is retail and is in good condition. The second floor is 3,700 square feet and needs substantial rehabilitation. It has not been used in over 70 years. The third floor is approximately 926 square feet. It has also not been used in over 70 years and needs substantial rehabilitation. As part of the project the third floor will be expanded to fill the total 3,700 square foot print.

**(b) General description of the proposed use of the rehabilitated facility**

The first floor of the building will continue to be used for retail purposes. The second and third floors will be renovated for use as 6 new apartment units.

**(c) Description of the general nature and extent of the rehabilitation to be undertaken**

The cedar posts will be replaced with a modern masonry foundation. The balloon construction will not properly support the weight of modern apartments therefore structural steel will be added to create extra strength to support the second and third floors. Additional footings will be added to support the elevators shaft and new stairwell. Extra sealants will be added to the first floor to prevent any potential odors from adjacent buildings to permeate through the walls. Exterior and façade improvements will be made.

The second and third floors will be completely renovated to accommodate 6 new apartment units. All new electrical, plumbing, heating, and cooling will be installed. Roof repairs will be made and new sidewall and roof insulation will be provided. All new interiors will be built. An elevator will be installed to serve the second and third floors.

**(d) A descriptive list of the fixed building equipment that will be a part of the rehabilitated facility**



A new elevator will be installed. The new apartments will be furnished with modern appliances.

**(e) A time schedule for undertaking and completing the rehabilitation of the facility**

Rehabilitation work is planned to begin on September 7, 2021 and be completed by November 7, 2022.

**(f) A statement of the economic advantages expected from the exemption**

The City of Petoskey's April 19, 2021 Economic Development Strategic plan specifically identifies 316 and 318 Lake Street as being a redevelopment priority site. The plan notes that "Preservation of the historic structure to the greatest extent possible, while making structural improvements and adding upper story residential units is the desired redevelopment outcome."

The rehabilitation improvements will help to preserve the building for many decades to come as well as adding much needed structural integrity. This will help to accommodate retail businesses and jobs on the first floor and 6 new apartment units on the second and third floors. The apartments will supply much needed workforce housing. The apartment residents will add additional economic support to downtown businesses.

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Attach legal description of obsolete property on separate sheet.

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**Legal Description:**

SHAW & MC MILLAN'S ADDITION W 1/2 OF LOT 4 &  
COM AT NE COR OF LOT 5, TH W 25.22', TH S  
138' TO A PT 23.95' W OF SE COR OF LOT 5, TH  
E 23.95' TO SE COR OF LOT 5, TH N TO POB ALL  
IN BLK 8 SECTION 6, T34N, R5W.

### **316-318 E Lake Street**

Zoning: B-2 Central Business District  
Allowed Uses: Commercial and upper story residential  
Adjacent Uses: Retail and upper story residential  
Approximate size: Lot is 50' x 138'; building covers approximately 85% of lot  
Utilities: All utilities provided to site  
Location attributes: Within the Downtown shopping district and a block from Bayfront Park

The site of the former National Hotel is located between Petoskey and Howard Streets. It is one of the only remaining wood frame buildings in the downtown. The first floor has had a series of retail businesses, but the upper stories have been vacant since the 1920s.

The space has been designated as functionally obsolete by the Emmet County Building Department. The site was previously proposed to have six residential units added to the upper stories, however, due to the significant cost and potential grant restrictions the project did not move ahead.



Preservation of the historic structure to the greatest extent possible, while making structural improvements and adding upper story residential units is the desired redevelopment outcome.



# Emmet County

## Planning, Zoning & Construction Resources

3434 Harbor-Petoskey Rd, Suite E  
Harbor Springs, MI 49740  
Ph (231) 348-1735 Fax (231) 439-8933  
www.emmetcounty.org

### INSPECTION REPORT

JSC 2014-0005

HOWARD PROPERTY PARTNERS LLC  
9500 S DADELAND BLVD SUITE 800  
MIAMI, FL 33156

**Permit Number: PB 2014-1099**

**R-2 Multi Family**

**Applicable Code: 2009 MRC**

<b>Date Requested:</b>	12/18/14	<b>Ph</b>	<b>Fax</b>
<b>Site Address:</b>	316 E LAKE ST	<b>Jurisdiction:</b>	PETOSKEY
<b>Property Owner:</b>	HOWARD PROPERTY PARTNI	<b>Tax Id:</b>	52-19-06-226-024
<b>Inspection Type:</b>	Special Inspection Bldg		

#### Comments:

Met on site to review interior condition of second and third floors. These floors appear to have been used as a boarding house at some time. The space appears to have been abandoned many years ago and not used since. Conditions indicate lack of occupancy for many years based on overall interior condition and delapidated interior floor, wall and ceiling finishes. Both floors lack many elements required to consider this as habitable including electrical, lighting, plumbing and restroom facilities, heat and ventilation, approved means of egress, fire safety. There are visible signs of moisture penetration from roof leakage. Rear area of third floor has questionable structural repairs (fire damaged material) to roof system. Current room areas are too small to consider occupiable as small apartments without major alteration. It is advised to gut entire interior, Alter interior partition locations in order to provide code compliant habitable spaces. As allowed to me by Section 102.6 of the 2012 Michigan Building Code, I consider the second and third floors of this building as unsafe for occupancy in its current condition.

**Inspection Results:** Partially Approved

**Date:** 12/18/14

**Inspector:** Martin VanBerlo

**STATEMENT OF OBSOLESCENCE FROM ASSESSOR**  
**316 East Lake Street, Petoskey, MI**

The building that is the subject of this request is a typical, multiple story downtown building constructed in the early 1900's. The building has been originally used as retail space on the main floor and an abandoned boarding house on the upper stories for many years. The obsolescence is evident in the poor condition of the walls, roof, and other amenities such as updated electrical, lighting plumbing, heating, and restroom facilities. The windows and doors are also old and inefficient by today's standards. In the opinion of the assessor, this property suffers in excess of 50% functional obsolescence.



Robert Englebrecht  
Petoskey City Assessor  
June 30, 2021



# City of Petoskey

## Resolution

### RESOLUTION TO ESTABLISH AN OBSOLETE PROPERTY REHABILITATION DISTRICT

Minutes of a regular meeting of the City Council of the City of Petoskey, held on \_\_\_\_\_, 2021, at 101 East Lake Street in City Hall at 7:00pm.

PRESENT:

ABSENT:

The following preamble and resolution were offered by \_\_\_\_\_, and supported by \_\_\_\_\_.

#### **Resolution # \_\_\_\_\_ Establishing an Obsolete Property Rehabilitation (OPRA) District for Howard Property Partners LLC**

WHEREAS, pursuant to PA 146 of 2000, the City of Petoskey has the authority to establish "Obsolete Property Rehabilitation Districts" within the City; and

WHEREAS, Howard Property Partners LLC has filed a written request with the Clerk of the City of Petoskey requesting the establishment of the Obsolete Property Rehabilitation District for 316 and 318 East Lake Street located in the City of Petoskey hereinafter described; and

WHEREAS, the City Council of the City of Petoskey determined that the district meets the requirements set forth in section 3(1) of PA 146 of 2000; and

WHEREAS, written notice has been given by mail to all owners of real property located within the proposed district and by public posting of the hearing on the City's website as well as posted at City Hall on the establishment of the proposed district; and

WHEREAS, on \_\_\_\_\_, 2021 a public hearing was held and all residents and taxpayers of the City of Petoskey were afforded an opportunity to be heard thereon; and

WHEREAS, the City Council deems it to be in the public interest of the City of Petoskey to establish the Obsolete Property Rehabilitation District as proposed:

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Petoskey that the following described parcel(s) of land situated in the City of Petoskey, Emmet County, and State of Michigan, to wit:

**Legal Description:**

SHAW & MC MILLAN'S ADDITION W 1/2 OF LOT 4 &  
COM AT NE COR OF LOT 5, TH W 25.22', TH S  
138' TO A PT 23.95' W OF SE COR OF LOT 5, TH  
E 23.95' TO SE COR OF LOT 5, TH N TO POB ALL  
IN BLK 8 SECTION 6, T34N, R5W.

be and here is established as an Obsolete Property Rehabilitation District pursuant to the provisions of PA 146 of 2000 to be known as 316 and 318 East Lake Street Obsolete Property Rehabilitation District No.1.

AYES:

NAYS:

RESOLUTION DECLARED ADOPTED.

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the City Council of the City of Petoskey, County of Emmet, Michigan at a regular meeting held on \_\_\_\_\_, 2021.

---

Alan Terry, City Clerk



**BOARD:** City Council

**MEETING DATE:** July 19, 2021

**PREPARED:** July 15, 2021

**AGENDA SUBJECT:** Introduction, Discussion and Consideration to Set a Date for a Public Hearing Regarding Potential Approval of an Obsolete Property Rehabilitation Exemption Certificate Application for 316 and 318 East Lake Street

**RECOMMENDATION:** That the City Council discuss with a possible motion to set a date for a public hearing regarding potential approval of an Obsolete Property Rehabilitation Exemption Certificate Application for 316 and 318 East Lake Street

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**Background** Establishing an Obsolete Property Rehabilitation Act (OPRA) District and approving an Exemption Certificate Application is a three-step process:

**First Step** - Schedule two Public Hearings regarding the potential establishment of the OPRA District and potential approval of an Exemption Certificate Application;

**Second Step** - Consider potential approval of a resolution creating the OPRA District;

**Third Step** - Passage of a resolution approving an OPRA Exemption Certificate Application.

Before considering approval of the two resolutions, separate Public Hearings would need to be scheduled and held to solicit comment.

If Council desires to move forward with holding the Public Hearings, staff recommends scheduling these hearings at a future Council meeting, the earliest date being August 2, 2021. Consideration of approving the resolution creating the OPRA District and the resolution approving the OPRA Exemption Certificate Application can be scheduled at the same meeting but must be considered separately.

If directed by City Council, Public Hearing notices will be sent to Emmet County, North Central Michigan College, Greenwood Cemetery, Petoskey School District and Char/EM ISD seeking comment at future Council meeting. The City will notify the community of the Public Hearing through our website and post a Public Hearing notice at City Hall.

Following the first Public Hearing, City Council may then choose to establish an OPRA District by resolution. Upon completion of the second Public Hearing, the City Council may consider a resolution approving of the Exemption Certificate Application. This agenda item is discuss the OPRA Exemption Certificate Application proposal and possibly set a date for a future Public Hearing.

See enclosed draft resolution as well as the OPRA Exemption Certificate Application.



**Action** If Council desires to move forward with setting a Public Hearing, a motion could be made to “set a *Public Hearing* on \_\_\_\_\_ (date) to consider approval of an *Obsolete Property Rehabilitation Exemption Certificate Application* for 316 and 318 East Lake Street.”

rs

Enclosures

## Application for Obsolete Property Rehabilitation Exemption Certificate

Issued under authority of Public Act 146 of 2000, as amended.

This application should be filed after the district is established. This project will not receive tax benefits until approved by the State Tax Commission. Applications received after October 31 may not be acted upon in the current year. This application is subject to audit by the State Tax Commission.

**INSTRUCTIONS:** File the completed application and the required attachments with the clerk of the local government unit. (The State Tax Commission requires two copies of the Application and attachments. The original is retained by the clerk.) See State Tax Commission Bulletin 9 of 2000 for more information about the Obsolete Property Rehabilitation Exemption. The following must be provided to the local government unit as attachments to this application: (a) General description of the obsolete facility (year built, original use, most recent use, number of stories, square footage); (b) General description of the proposed use of the rehabilitated facility, (c) Description of the general nature and extent of the rehabilitation to be undertaken, (d) A descriptive list of the fixed building equipment that will be a part of the rehabilitated facility, (e) A time schedule for undertaking and completing the rehabilitation of the facility, (f) A statement of the economic advantages expected from the exemption. A statement from the assessor of the local unit of government, describing the required obsolescence has been met for this building, is required with each application. Rehabilitation may commence after establishment of district.

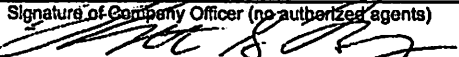
Applicant (Company) Name (applicant must be the OWNER of the facility) <b>Howard Property Partners, LLC</b>								
Company Mailing Address (Number and Street, P.O. Box, City, State, ZIP Code) <b>320 Howard Street, Suite 202, Petoskey, MI, 49770</b>								
Location of obsolete facility (Number and Street, City, State, ZIP Code) <b>316 and 318 Lake Street, Petoskey, MI, 49770</b>								
City, Township, Village (Indicate which) <b>City of Petoskey</b>		County <b>Emmet</b>						
Date of Commencement of Rehabilitation (mm/dd/yyyy) <b>09/07/2021</b>	Planned date of Completion of Rehabilitation (mm/dd/yyyy) <b>11/07/2022</b>	School District where facility is located (include school code) <b>Petoskey 24070</b>						
Estimated Cost of Rehabilitation <b>\$1,861,301.00</b>		Number of years exemption requested <b>6</b>						
Attach legal description of obsolete property on separate sheet.								
Expected Project Outcomes (Check all that apply) <table border="0"><tr><td><input checked="" type="checkbox"/> Increase commercial activity</td><td><input type="checkbox"/> Retain employment</td><td><input type="checkbox"/> Revitalize urban areas</td></tr><tr><td><input checked="" type="checkbox"/> Create employment</td><td><input type="checkbox"/> Prevent a loss of employment</td><td><input checked="" type="checkbox"/> Increase number of residents in the community in which the facility is situated</td></tr></table>			<input checked="" type="checkbox"/> Increase commercial activity	<input type="checkbox"/> Retain employment	<input type="checkbox"/> Revitalize urban areas	<input checked="" type="checkbox"/> Create employment	<input type="checkbox"/> Prevent a loss of employment	<input checked="" type="checkbox"/> Increase number of residents in the community in which the facility is situated
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Indicate the number of jobs to be retained or created as a result of rehabilitating the facility, including expected construction employment. <b>16</b>								
<input type="checkbox"/> Each year, the State Treasurer may approve 25 additional reductions of half the school operating and state education taxes for a period not to exceed six years. Check the box at left if you wish to be considered for this exclusion.								

### APPLICANT CERTIFICATION

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all of the information is truly descriptive of the property for which this application is being submitted. Further, the undersigned is aware that, if any statement or information provided is untrue, the exemption provided by Public Act 146 of 2000 may be in jeopardy.

The applicant certifies that this application relates to a rehabilitation program that, when completed, constitutes a rehabilitated facility, as defined by Public Act 146 of 2000, as amended, and that the rehabilitation of the facility would not be undertaken without the applicant's receipt of the exemption certificate.

It is further certified that the undersigned is familiar with the provisions of Public Act 146 of 2000, as amended, of the Michigan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local unit of government and the issuance of an Obsolete Property Rehabilitation Exemption Certificate by the State Tax Commission.

Name of Company Officer (No authorized agents) <b>Bob Berg</b>	Telephone Number <b>(231) 216-7190</b>	Fax Number
Mailing Address <b>320 Howard Street, Suite 202, Petoskey, MI 49770</b>	E-mail Address <b>rberg@charlevoixequitypartners.com</b>	
Signature of Company Officer (no authorized agents) 	Title <b>President</b>	

### LOCAL GOVERNMENT UNIT CLERK CERTIFICATION

The Clerk must also complete Parts 1, 2 and 4 on page 2. Part 3 is to be completed by the Assessor.

Signature	Date Application Received	
<b>FOR STATE TAX COMMISSION USE</b>		
Application Number	Date Received	LUCI Code

<b>LOCAL GOVERNMENT ACTION</b>		
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<b>PART 1: ACTION TAKEN</b>		
Action Date _____		
<input type="checkbox"/> Exemption Approved for _____ Years, ending December 30, _____ (not to exceed 12 years) <input type="checkbox"/> Denied		
Date District Established _____	LUCI Code _____	School Code _____
<b>PART 2: RESOLUTIONS (the following statements must be included in resolutions approving)</b>		
<p>A statement that the local unit is a Qualified Local Governmental Unit.</p> <p>A statement that the Obsolete Property Rehabilitation District was legally established including the date established and the date of hearing as provided by section 3 of Public Act 146 of 2000.</p> <p>A statement indicating whether the taxable value of the property proposed to be exempt plus the aggregate taxable value of property already exempt under Public Act 146 of 2000 and under Public Act 198 of 1974 (IFT's) exceeds 5% of the total taxable value of the unit.</p> <p>A statement of the factors, criteria and objectives, if any, necessary for extending the exemption, when the certificate is for less than 12 years.</p> <p>A statement that a public hearing was held on the application as provided by section 4(2) of Public Act 146 of 2000 including the date of the hearing.</p> <p>A statement that the applicant is not delinquent in any taxes related to the facility.</p> <p>If it exceeds 5% (see above), a statement that exceeding 5% will not have the effect of substantially impeding the operation of the Qualified Local Governmental Unit or of impairing the financial soundness of an affected taxing unit.</p> <p>A statement that all of the items described under "Instructions" (a) through (f) of the Application for Obsolete Property Rehabilitation Exemption Certificate have been provided to the Qualified Local Governmental Unit by the applicant.</p>	<p>A statement that the application is for obsolete property as defined in section 2(h) of Public Act 146 of 2000.</p> <p>A statement that the commencement of the rehabilitation of the facility did not occur before the establishment of the Obsolete Property Rehabilitation District.</p> <p>A statement that the application relates to a rehabilitation program that when completed constitutes a rehabilitated facility within the meaning of Public Act 146 of 2000 and that is situated within an Obsolete Property Rehabilitation District established in a Qualified Local Governmental Unit eligible under Public Act 146 of 2000 to establish such a district.</p> <p>A statement that completion of the rehabilitated facility is calculated to, and will at the time of issuance of the certificate, have the reasonable likelihood to, increase commercial activity, create employment, retain employment, prevent a loss of employment, revitalize urban areas, or increase the number of residents in the community in which the facility is situated. The statement should indicate which of these the rehabilitation is likely to result in.</p> <p>A statement that the rehabilitation includes improvements aggregating 10% or more of the true cash value of the property at commencement of the rehabilitation as provided by section 2(l) of Public Act 146 of 2000.</p> <p>A statement of the period of time authorized by the Qualified Local Governmental Unit for completion of the rehabilitation.</p>	
<b>PART 3: ASSESSOR RECOMMENDATIONS</b>		
Provide the Taxable Value and State Equalized Value of the Obsolete Property, as provided in Public Act 146 of 2000, as amended, for the tax year immediately preceding the effective date of the certificate (December 31 of the year approved by the STC)		
Building Taxable Value	Building State Equalized Value	
\$	\$	
Name of Government Unit _____	Date of Action Application _____	Date of Statement of Obsolescence _____
<b>PART 4: CLERK CERTIFICATION</b>		
The undersigned clerk certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way. Further, the undersigned is aware that if any information provided is untrue, the exemption provided by Public Act of 2000 may be in jeopardy.		
Name of Clerk _____	Telephone Number _____	
Clerk Mailing Address _____		
Mailing Address _____		
Telephone Number _____	Fax Number _____	E-mail Address _____
Clerk Signature _____		Date _____

For faster service, email completed application and attachments to [PTE@michigan.gov](mailto:PTE@michigan.gov). An additional submission option is to mail the completed application and attachments to Michigan Department of Treasury, State Tax Commission, PO Box 30471, Lansing, MI 48909. If you have any questions, call 517-335-7491.

## 316 and 318 E Lake Street OPRA Application Attachments

The following must be provided to the local government unit as attachments to this application:

**(a) General description of the obsolete facility (year built, original use, most recent use, number of stories, square footage)**

The first building on this site, known as the Lake Street House, was completed in 1877. Later it was called the Farmer's Home, catering to farmers and laborers. That building burned to the ground with three adjacent buildings in 1880. Renamed the National Hotel by Conrad Zoll, the present building was erected by a farmer, Francis X. Schluttenhofer, in 1881. From 1915 until 1949, J.F. and T.A. Bremmeyr operated here as the Franklin Hotel. A specialty gift shop called In The Woods was located here by Shirley Hill from the 1970s to 2001.

The building is three stories high. It is one of the few wood construction buildings left downtown. The building is of balloon style construction and has cedar posts holding up part of the foundation. The first floor of the building is 3,680 square feet in size. Its current use is retail and is in good condition. The second floor is 3,700 square feet and needs substantial rehabilitation. It has not been used in over 70 years. The third floor is approximately 926 square feet. It has also not been used in over 70 years and needs substantial rehabilitation. As part of the project the third floor will be expanded to fill the total 3,700 square foot print.

**(b) General description of the proposed use of the rehabilitated facility**

The first floor of the building will continue to be used for retail purposes. The second and third floors will be renovated for use as 6 next new apartment units.

**(c) Description of the general nature and extent of the rehabilitation to be undertaken**

The cedar posts will be replaced with a modern masonry foundation. The balloon construction will not properly support the weight of modern apartments therefore structural steel will be added to create extra strength to support the second and third floors. Additional footings will be added to support the elevators shaft and new stairwell. Extra sealants will be added to the first floor to prevent any potential odors from adjacent buildings to permeate through the walls. Exterior and façade improvements will be made.

The second and third floors will be completely renovated to accommodate 6 new apartment units. All new electrical, plumbing, heating, and cooling will be installed. Roof repairs will be made and new sidewall and roof insulation will be provided. All new interiors will be built. An elevator will be installed to serve the second and third floors.

**(d) A descriptive list of the fixed building equipment that will be a part of the rehabilitated facility**

A new elevator will be installed. The new apartments will be furnished with modern appliances.

**(e) A time schedule for undertaking and completing the rehabilitation of the facility**

Rehabilitation work is planned to begin on September 7, 2021 and be completed by November 7, 2022.

**(f) A statement of the economic advantages expected from the exemption**

The City of Petoskey's April 19, 2021 Economic Development Strategic plan specifically identifies 316 and 318 Lake Street as being a redevelopment priority site. The plan notes that "Preservation of the historic structure to the greatest extent possible, while making structural improvements and adding upper story residential units is the desired redevelopment outcome."

The rehabilitation improvements will help to preserve the building for many decades to come as well as adding much needed structural integrity. This will help to accommodate retail businesses and jobs on the first floor and 6 new apartment units on the second and third floors. The apartments will supply much needed workforce housing. The apartment residents will add additional economic support to downtown businesses.

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Attach legal description of obsolete property on separate sheet.

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**Legal Description:**

SHAW & MC MILLAN'S ADDITION W 1/2 OF LOT 4 &  
COM AT NE COR OF LOT 5, TH W 25.22', TH S  
138' TO A PT 23.95' W OF SE COR OF LOT 5, TH  
E 23.95' TO SE COR OF LOT 5, TH N TO POB ALL  
IN BLK 8 SECTION 6, T34N, R5W.

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# City of Petoskey

## Resolution

### **RESOLUTION TO APPROVE AN OBSOLETE PROPERTY REHABILITATION EXEMPTION CERTIFICATE APPLICATION PA 146 OF 2000 AS AMENDED**

Minutes of a regular meeting of the City Council of the City of Petoskey, held on \_\_\_\_\_  
2021, at 101 Lake Street in City Hall at 7:00 p.m.

PRESENT:

ABSENT:

The following preamble and resolution were offered by \_\_\_\_\_, and  
supported by \_\_\_\_\_.

**Resolution #\_\_\_\_\_, Approving Obsolete Property Rehabilitation Exemption Certificate  
Application for Howard Properties LLC Located at  
316 and 318 East Lake Street**

WHEREAS, pursuant to PA 146 of 2000, the City of Petoskey is a Qualified Local  
Governmental Unit eligible to establish one or more Obsolete Property Rehabilitation  
Districts; and

WHEREAS, the City of Petoskey legally established the Obsolete Property Rehabilitation  
District known as 316 and 318 East Lake Street Obsolete Property Rehabilitation District  
No.1 on \_\_\_\_\_, 2021, after a public hearing held on \_\_\_\_\_, 2021; and

WHEREAS, the taxable value of the property proposed to be exempt plus the aggregate  
taxable value of property already exempt under Public Act 146 of 2000 and under Public Act  
198 of 1974 (IFT's) does not exceed 5% of the total taxable value of the City of Petoskey;  
and

WHEREAS, the application was approved at a public hearing as provided by section 4(2) of  
Public Act 146 of 2000 on \_\_\_\_\_, 2021; and

WHEREAS, Howard Properties LLC is not delinquent in any taxes related to the facility; and

WHEREAS, the application was approved for less than 12 years and exemption certificate  
will not be extended in the future; and

WHEREAS, the application is for obsolete property as defined in section 2(h) of Public Act  
146 of 2000; and

WHEREAS, the applicant, Howard Properties LLC, has provided answers to all required  
questions under the application instructions to the City of Petoskey; and

WHEREAS, the City Council requires that rehabilitation of the facility shall be completed within two years of issuance of a Petoskey Zoning Permit by the City Planner; and

WHEREAS, the commencement of the rehabilitation of the facility did not occur before the establishment of the Obsolete Property Rehabilitation District; and

WHEREAS, the application relates to a rehabilitation program that when completed constitutes a rehabilitated facility within the meaning of Public Act 146 of 2000 and that is situated within an Obsolete Property Rehabilitation District established in the City of Petoskey eligible under Public Act 146 of 2000 to establish such a district; and

WHEREAS, completion of the rehabilitated facility is calculated to, and will at the time of issuance of the certificate, have the reasonable likelihood to, increase commercial activity, revitalize urban areas, and increase the number of residents in the community in which the facility is situated; and

WHEREAS, the rehabilitation includes improvements aggregating 10% or more of the true cash value of the property at commencement of the rehabilitation as provided by section 2(l) of Public Act 146 of 2000:

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Petoskey

Howard Properties LLC is granted an Obsolete Property Rehabilitation Exemption for the real property, excluding land, located in an Obsolete Property Rehabilitation District known as 316 and 318 East Lake Street Obsolete Property Rehabilitation District No.1 at 316 and 318 East Lake Street for a period of six (6) years, beginning December 31, 2021 and ending December 31, 2027, pursuant to the provisions of PA 146 of 2000, as amended.

AYES:

NAYS:

RESOLUTION DECLARED ADOPTED.

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the City Council of the City of Petoskey, County of Emmet, Michigan at a regular meeting held on \_\_\_\_\_, 2021 .

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Alan Terry, City Clerk





# City of Petoskey

## Agenda Memo

**BOARD:** City Council

**MEETING DATE:** July 19, 2021

**DATE PREPARED:** July 12, 2021

**AGENDA SUBJECT:** First Reading of a Zoning Ordinance Amendment Creating a New Section XXXIII C- College District

**RECOMMENDATION:** Hold First Reading

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### Background

After review and recommendation of the Howard Street/ College Ring Road extension in March, the Planning Commission discussed the creation of a new college zoning district for properties owned by North Central Michigan College. The college is currently a special condition use in the R-1 Single Family District. The Commission and College worked together on creation of the district that is designed to be similar to the H- Hospital Districts that provide longer term understanding of potential campus changes.

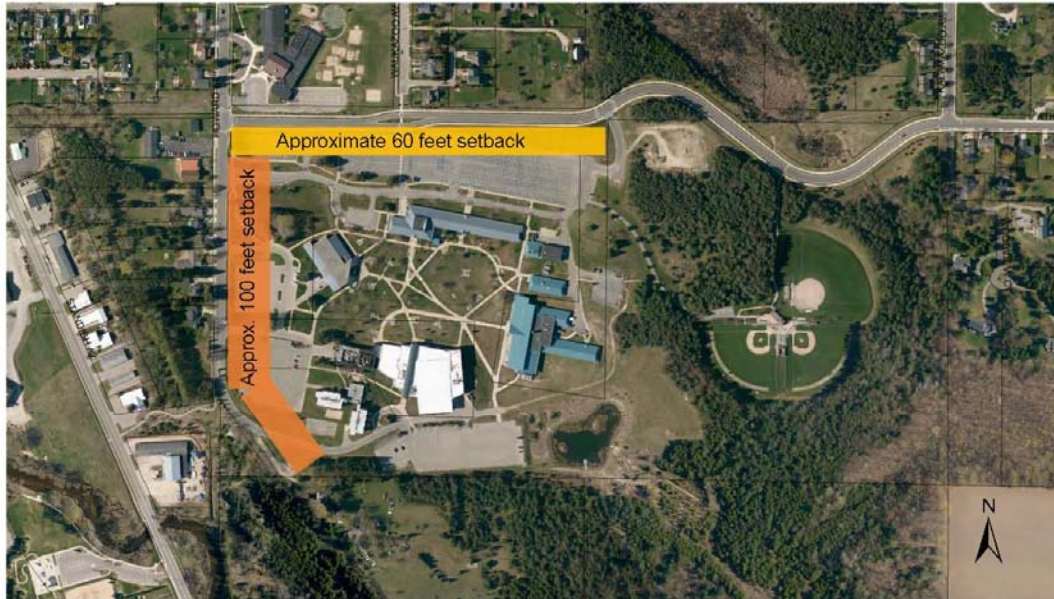
### Discussion

The uses included in the new zoning district all currently exist on the campus, with the exception of an amphitheater and medical clinic identified as a potential development in the 10-15 year timeframe (College Master Plan map enclosed), the intent of which would be a training facility and therefore consistent with the educational purposes of a community college. Rather than identifying uses as special condition, several of the permitted uses have additional requirements to ensure compatibility with adjacent residential areas (Section 3303).

The district standards (Section 3302) include setbacks, building heights, maximum parking (based on current number) and the requirement for a master sign plan approved by the Planning Commission. The main area of concern raised by the Commission was the proposed 60 feet of height for a future dormitory, but the language requires that the building not be more than 45 feet in height from the adjoining public street grade.

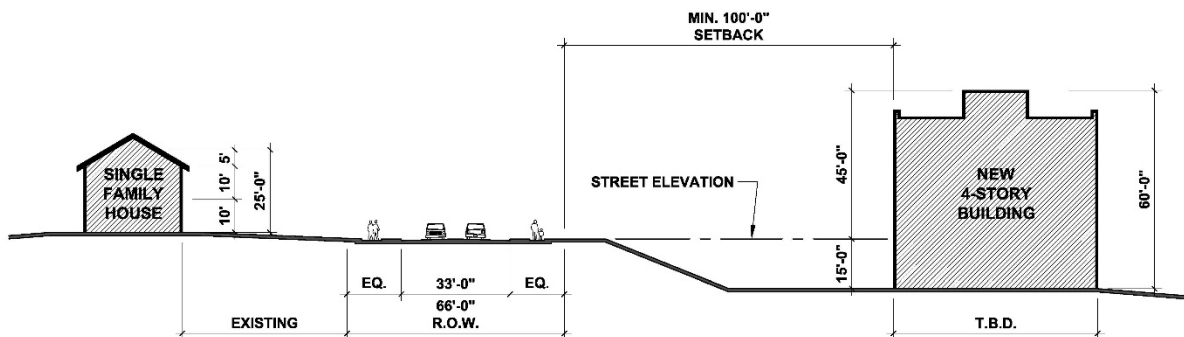
### Section 3302 – District standards.

	<b>C-District</b>
Maximum height	35 feet
Maximum height - dormitory	60 feet with no more than 45 feet above adjacent section of Howard or Atkins Street grades
Setbacks from property line abutting or across street from a residential district	
Buildings 35 feet or less	60 Feet
Buildings over 35 feet	100 Feet
Surface parking (maximum)	1,097
Signs	Must be approved by the Planning Commission through a Master Sign Plan pursuant to the requirements of Section 3303(6).



Map created with Emmet County data for illustrative purposes only; Not to scale (alt 6/8/21)

- Approximate Current 60 Feet Setback for Colleges in the R-1 Residential District (and proposed for C- District)
- Approximate proposed 100 feet setback for buildings up to 60 feet in height



### PROFILE SECTION SHOWING MAX 45' HT. ABOVE ROAD ELEV.

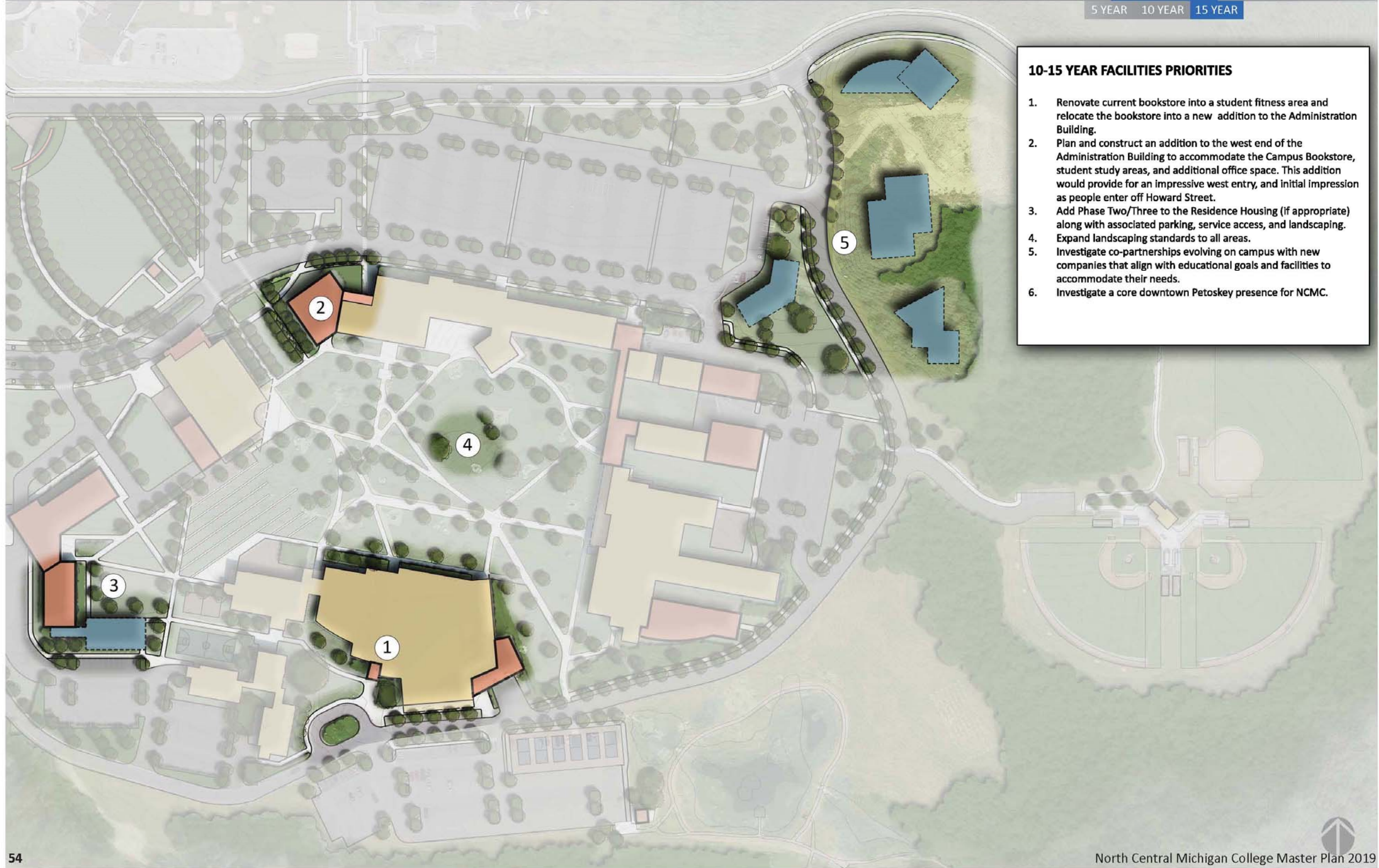
SCALE: 3/32" = 1'-0"

The process for creating the district, requirements and approval process of a Master Site Facilities Plan (MSFP), when site plan approval is required and site plan standards are included in the ordinance language.

#### **Action**

Staff recommends that City Council hold a first reading on the proposed ordinance.





**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE TO CREATE ARTICLE XXXIII C COLLEGE DISTRICT AND TO AMEND ARTICLE IV OF THE CITY OF PETOSKEY ZONING ORDINANCE, APPENDIX A TO THE PETOSKEY CODE OF ORDINANCES.**

**WHEREAS**, it is a goal of the City of Petoskey Master Plan to guide development and redevelopment in a manner that will maintain high quality living and working environments for current and future residents; and

**WHEREAS**, the zoning ordinance currently lists colleges as a special condition use is the R-1 Single Family District with specific conditions; and

**WHEREAS**, the Petoskey Planning Commission has determined that having a zoning district specific to the uses common to a college is more appropriate to the needs of North Central Michigan College and provides community predictability regarding the future of the campus; and

**WHEREAS**, the C College District is designed to plan for and enable future growth of the college in Petoskey that is compatible with existing facilities and adjacent properties through the requirement of a Master Site Facilities Plan; and

**WHEREAS**, the C College District is consistent with the Future Land Use Map of the Petoskey Master Plan that shows these areas as Public/Quasi Public and Parks and Open Space; and

**WHEREAS**, The Petoskey Planning Commission held a public hearing on the proposed ordinance on June 17, 2021 and recommends to City Council that the C College District be created.

Now therefore be it resolved that the City of Petoskey ordains:

1. Article 33 (XXXIII) of the Zoning Ordinance of the City of Petoskey shall be created to read as follows:

**ARTICLE XXXIII – C- COLLEGE DISTRICT**

**Section 3300. – Intent.**

The College District is established to accommodate the unique development requirements of a large educational institution comprised of multiple buildings and a variety of related and complementary uses within an integrated campus setting. Through the creation of this specialized zoning district, the City recognizes the valuable contribution that higher education makes to the social and economic vitality of the community. Nevertheless, it is incumbent on the City to ensure that existing and future development within the district remains compatible with surrounding land uses and contributes in a positive way to the desired character of the broader community.

Any development or construction in this district requires consistency with a current Master Site and Facilities Plan approved by the Planning Commission. This plan shall include current and anticipated uses for a minimum of 15 years, indicate adjacent property uses sufficiently to identify potential impacts created by the plan, and shall conform to the requirements of Section 3305.

### **Section 3301. – District permitted uses.**

In the C- College District, no building or land shall be used except for one or more of the following specified uses unless otherwise provided elsewhere in this article.

<b>Use</b>	<b>C District</b>
Administrative, business, and faculty offices	P
Classrooms and lecture halls	P
Laboratories and research facilities	P
Public assembly	P
Libraries	P
Athletic facilities	P
Natural areas and parks	P
Dormitories	P
Multiple family dwellings	P
Alternative energy sources building-mounted	P
Food service	P
Child care facilities	P
Retail consistent with educational mission	P
Medical clinic	P
Accessory uses customarily incident to any of the above permitted uses	P
Outdoor performance facility/amphitheater	P*
Temporary driver certification course	P*
Heating and electrical generating plant	P*

P=Permitted

\*Use is permitted, subject to additional requirements specified in Section 3303

### **Section 3302 – District standards.**

	<b>C-District</b>
Maximum height Maximum height - dormitory	35 feet 60 feet with no more than 45 feet above adjacent section of Howard or Atkins Street grades
Setbacks from property line abutting or across street from a residential district Buildings 35 feet or less Buildings over 35 feet	60 Feet 100 Feet
Surface parking (maximum)	1,097
Signs	Must be approved by the Planning Commission through a Master Sign Plan pursuant to the requirements of Section 3303(6).

### **Section 3303. – Additional requirements.**

- (1) All roof-mounted equipment, including satellite dishes and other communication equipment, HVAC, and solar panels shall be screened by a parapet or similar architectural feature. Screening shall incorporate exterior building materials similar or complementary to those of the building on which the equipment is located.
- (2) Outdoor storage or loading areas shall be screened in accordance with the requirements of Section 2602 (5), as follows:
  - (a) Any storage or loading area facing or visible to a residential zoning district shall meet the requirements for an opaque screen.
  - (b) Any storage or loading area located on the interior of the campus or not facing or visible to a residential zoning district shall meet the requirements for a semi-opaque screen.
- (3) Outdoor performance facility/amphitheater
  - (a) All parts of an outdoor performance venue, including stage and seating areas, shall be at least 500 feet from any residential district and 100 feet from any public street.
  - (b) Lighting shall be oriented toward the interior of the campus and shall not be directed outward toward any residential district or public street and shall not be illuminated when not in use.
  - (c) Amplified sound shall be permitted; provided, sound levels at the district boundaries shall not exceed 60 dB(A) or ambient levels, whichever is greater.
  - (d) Events, including practices, shall not commence before 10:00 AM and must conclude no later than 10:00 PM.
- (4) Temporary driver certification course
  - (a) The driver certification course shall be limited to parking lots within the campus.
  - (b) The certification course shall not be located within 300 feet of any residence.
  - (c) Use of the course shall not commence before 9:00 AM and must conclude by 5:00 PM. No activity shall be permitted on weekends or holidays.
- (5) Heating and electrical generating plant
  - (a) The facility shall be an accessory use for the sole purpose of serving buildings and uses within the college campus.
  - (b) Facilities shall not use coal to generate power.
  - (c) All power generating equipment, not including solar panels, shall be located within a building which shall be designed and built to prevent objectionable noise impacts upon surrounding property.
  - (d) The building housing generating equipment shall be at least 500 feet from any residential zoning district.
- (6) Master Sign Plan Requirements

A Master Sign Plan shall include an inventory of all existing exterior signs with photos or illustrations of each sign type and also include information on the



number, size, location, and illumination method of all exterior signs in the C-College District. This includes entrance, directional/wayfinding, kiosks, parking lot, and exterior building signs. In addition proposed new exterior signs shall be illustrated and include the number, size, location, illumination method, materials and landscaping for freestanding signs.

#### **Section 3304 – Procedure for all master site and facilities plans.**

- (1) *Pre-application conference.* Before submitting a Master Site and Facilities Plan (MSFP), an applicant shall meet with the city planner to review the proposed plan, this city zoning ordinance, and the city master plan. A preliminary presentation to the planning commission may also be desirable prior to formally submitting an application.
- (2) *Application.* An application for approval of a MSFP and, if applicable, a rezoning shall be submitted to the city planner not less than 21 calendar days before the date on which such plan is to be introduced to the planning commission.
- (3) *Official review.* The city planner shall circulate the MSFP to the departments of public works and public safety to provide comment to the planning commission.
- (4) *Referral.* After staff review and determination that the submittal requirements for the MSFP have been met, the application shall be referred to the planning commission for review, along with the formal rezoning request to the College District, if applicable.
- (5) *Public hearing and review.* The planning commission shall conduct a public hearing, notification of which shall be as required by the Michigan Zoning Enabling Act, MCL 125.3103.
- (6) *Actions.* If the planning commission determines that the MSFP satisfies the standards of Section 3306, the Plan shall be approved. In addition, if a rezoning request has been submitted, the planning commission shall make a recommendation to the city council regarding rezoning the property to the College District in accordance with the procedural requirements of the Michigan Zoning Enabling Act.
- (7) *Plan Compliance.* After approval of a MSFP, the land to which it pertains shall be developed and used only as authorized and described in that Plan. Following approval of the MSFP, no zoning permit or building permit shall be issued for building additions that are not consistent with the approved MSFP. New buildings or additions that increase a building size more than 30 percent shall be reviewed by the Planning Commission pursuant to Section 3307. Additions less than 30 percent may be administratively approved if required standards in Section 3307 are met.
- (8) *Amendment standards and procedures.* It is recognized that the MSFP is a long-range vision and changes or adjustments to an approved Plan may be initiated by the applicant. The city planner shall determine which category of plan revision applies to the request. In the event an applicant wishes to appeal a determination that a proposed change is a major change, the Board of Zoning Appeals shall hear that appeal.
  - (a) *Minor change.* A modification from the MSFP involving the adjustment in orientation or precise location of a building; modification or extension of utilities; location of walkways, roads, or parking areas; a reconfiguration of a designated open space area that does not alter the general size or function of that area; the change of building use from one permitted use to another; phasing or timing



of a planned improvement; modification of landscaping or screening that remains consistent with the ordinance intent; and similar alterations may be approved by the city planner.

- (b) *Major change.* A deviation from or amendment to a MSFP involving an increase in the number of access points to perimeter public streets; a new building; the relocation of a building to a different site; an increase in a building footprint by more than 30 percent; and significant reduction in any designated open space area shall require approval by the planning commission.

### **Section 3305 – Master site facilities plan content**

The MSFP shall be drawn to scale and include the following:

- (1) The property owner and applicant/preparer name and address;
- (2) An analysis of existing site conditions;
- (3) An assessment of current facilities;
- (4) Future enrollment projections;
- (5) Existing and proposed private and public streets and access points to the existing public street network;
- (6) Natural features such as topography, boundaries of regulated wetlands, 100-year flood plain elevations, and water features such as lakes, rivers, creeks, springs, etc.;
- (7) Location of existing and proposed buildings and their sizes, including three dimensional representations;
- (8) A general storm water management plan;
- (9) A general circulation plan for pedestrians, cyclists and motorists;
- (10) A general parking plan, taking into account parking requirements established in section 1704; and
- (11) Strategic goals for plan implementation in five-year increments.

### **Section 3306 – Master site facilities plan review standards**

The planning commission shall review the MSFP and rezoning request according to the following standards:

- (1) Existing or planned public facilities such as streets, sanitary sewers, storm sewers, and similar facilities shall be adequate for the proposed development.
- (2) Perimeter setbacks shall be provided for physical development.
- (3) Height, bulk, and character of structures shall be considered with regard to scenic views and the relationship of proposed structures to existing structures within 300 feet of the College District.
- (4) Vehicular, pedestrian, and non-motorized circulation allowing safe, convenient and well-defined circulation within the site and to the site shall be provided.
- (5) Off-street parking is designed to reduce light pollution and storm water runoff.
- (6) Natural, historical, scenic, open space and architectural features of the property in the district shall be preserved, protected, created or enhanced whenever possible.

### **Section 3307 – Site plan approval**

Once a MSFP has been approved, no new building shall be constructed without first obtaining site plan approval subject to Section 1716 of the Zoning Ordinance and the following development standards. Those uses identified as special condition uses in Section 3301 will also be required to meet the standards of Sections 1717 and 1718.

- (1) *Buildings.* In reviewing building facades and features, the following shall be considered:
  - (a) Exterior materials should be of a finished appearance and quality construction. The use of corrugated metal, concrete block, sheet metal, and colored plastic or fiberglass shall be limited. Such factors as whether the building is an accessory structure, the adequacy of the setback and screening, and any impact upon street view and view from nearby residential buildings shall be considered in evaluating building materials.
  - (b) To the extent practical, buildings shall be situated to fit the existing site rather than imposed on the landscape in a manner that requires significant alteration of site grades. However, this standard may be waived where it is demonstrated that significant alteration of grades would:
    - i. result in preservation and protection of a scenic view or other significant natural or manmade resource, or
    - ii. result in an improved site layout and function without adversely impacting significant resources.
  - (c) Building walls facing a perimeter street shall have no less than 30 percent fenestration.
- (2) *Open space and site landscaping.*
  - (a) All areas of the site not occupied by buildings, parking, streets, pathways, plazas, or similar developed features shall be landscaped in character with the adjoining campus or retained in a natural state.
  - (b) In conjunction with any new building or building addition, foundation plantings consisting of a combination of shrubs, ground cover, and flower beds shall be installed. Plantings of shrubs, flowers, and trees shall also be used to highlight driveway ingress points and building entrances. Such vegetation should be clustered for adequate scale and visual interest.
  - (c) Existing vegetation that is healthy and suitable for landscaping objectives shall remain undisturbed. Existing trees five inches in diameter or greater should be retained to the extent possible. These requirements may be waived or modified where it is determined that proposed new landscaping and/or an improved site layout warrants a modification.
  - (d) Landscaping shall be irrigated and maintained.
- (3) *Parking, circulation, and loading.*
  - (a) New loading/unloading areas shall not face or be visible from any residential district and, shall be screened so as not to be visible from any neighboring residential properties. Where existing loading areas do not meet this requirement, they may remain; provided any addition or exterior renovation to the building served by such loading area should incorporate a screen wall and/or evergreen landscaping at the loading area to buffer the view from adjoining perimeter streets and neighboring residential property.
  - (b) Surface parking, driveways, and other circulation features shall be designed to follow the natural topographic contour lines of the site to reduce long views down parking aisles and to allow drainage to function naturally.
  - (c) New parking areas shall only be accessed from an interior circulation system within the campus.
  - (d) New or expanded parking lots located within 40 feet of a perimeter public street right-of-way shall be effectively screened by a wall, shrubs, berms, and/or evergreen trees along any side facing that street, unless due to topography,

existing vegetation, or other feature the parking area is not visible from the street. No element used for such screening shall be less than 42 inches high. Screening devices meeting this height requirement may also be required where a new or expanded parking lot is determined to be near enough to an adjacent property or properties that the lot must be screened to mitigate impacts of noise, light, and visibility upon the neighbor(s).

- (e) If used, screening walls shall be constructed of durable, weather-resistant materials compatible with building finishes on the site. Visual relief should be added with landscaping bands or clusters to soften the appearance of the wall. The finished side of the screen shall face outward toward the adjoining property or a perimeter street.
- (f) Parking lot interior landscaping shall consist of a minimum of seven percent of the total parking area, and a ratio of one (1) canopy tree per eight (8) parking spaces. Landscaping island shall be a minimum of 80 square feet in area, and a minimum of eight (8) feet in width.
- (g) Parking areas and driveway shall have a minimum of eight (8) feet of landscaped area separating the pavement edge from any property line, except where two or more adjacent properties have a written agreement or easement for a shared driveway access.
- (h) Sidewalks shall be installed to interconnect buildings and parking areas and to permit safe pedestrian movement along the perimeter public street frontage.
- (i) Parking structures shall be permitted, subject to the following standards:
  - i. The design of all above-grade parking structures shall relate to the context of the area. Exterior walls of parking structures shall be designed with materials, colors, and architectural treatment in a manner that provides visual compatibility with adjacent buildings and environment.
  - ii. Freestanding parking structures shall have no blank walls and shall be designed to limit the visibility of interior ramps and prevent outside glare from interior lighting.

(4) *Perimeter screening.*

- (a) Any new building or addition located within 80 feet of a perimeter public street shall provide a visual foreground to soften and minimize its visual impact on surrounding properties. Such screening shall consist of a combination of deciduous and evergreen trees. Berms, walls, and/or fences may be included as part of the screen to add variety and interest or where topographic conditions would make their use more effective. In the case of a wall or fence, the finished side shall face outward toward the adjoining property or a perimeter street.
- (b) All new buildings and additions shall be designed in context and scale to be compatible with existing campus facilities and the surrounding uses. Consideration shall be given to building materials, height, and articulation of walls.

2. Appendix A, Article IV, Section 402 of the Petoskey Code of Ordinances is amended to remove the following as a special condition use:

5. Colleges, universities and other such institutions of higher learning, public and private, offering courses in general, technical, or religious education and not operated for profit, subject to the following conditions:

- a. Any use permitted herein shall be developed only on sites of at least 40

acres in area.

b. All access to said site shall be directly from a principal or minor arterial.

c. No building shall be closer than 80 feet to any property line.

3. The various parts, sections and clauses of this Ordinance are hereby declared to be severable. If any part, sentence, paragraph, section, or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of the Ordinance shall not be affected thereby.
4. This Ordinance shall take effect fifteen (15) days following its enactment and shall be published once within seven (7) days after its enactment as provided by Charter.

Adopted, enacted and ordained by the City of Petoskey City Council this \_\_\_\_\_  
\_\_\_\_\_ day of \_\_\_\_\_ 2021.

\_\_\_\_\_  
John Murphy  
Its Mayor

\_\_\_\_\_  
Alan Terry  
Its Clerk



## PLANNING COMMISSION

March 18, 2021

A regular Planning Commission meeting was conducted virtually from remote locations, with staff at City Hall Council Chambers, Petoskey, Michigan, on Thursday, March 18, 2021. Roll was called at 7:00 P.M. and the following were:

Present: Cynthia Linn Robson, Chairperson  
Betony Braddock  
Carolyn Dettmer  
Rose Fitzgerald  
Richard Mooradian  
Rick Neumann  
Ted Pall  
Kent Warner

Absent: Bob Kronberg

Others: Aiden Cleary, Boy Scout Troop 7  
Matt Fettig, 906 Michigan Street  
Dr. David Finley, North Central Michigan College  
Emily Meyerson, 520 Cherry Street  
Carlin Smith, 356 Boyer Road  
Dr. Thomas Zeidel, North Central Michigan College

Staff: Amy Tweeten, City Planner  
Rob Straebel, City Manager  
Lisa Denoyer, Administrative Assistant

Upon motion and support, the minutes of the February 18, 2021 regular meeting were approved with corrections.

### **Review and Approval of an Extension of the North Central Michigan College Ring Road**

Staff informed the Commission that completion of the ring road/access drive has been included in College plans for many years and review and approval of a street extension by the Planning Commission is required by the Planning Enabling Act.

Staff then reviewed plans for the final segment of the ring road, access to the natural area and parking lots, noting street width, sidewalks, street trees and that City staff has worked with the College to ensure the proposed design meets City construction standards and recommends approval.

Dr. David Finley, NCMC President, stated that they are pleased to collaborate with the City on this project and it is something they have wanted to do for a number of years. He informed the Commission that the Little Traverse Bay Band of Odawa Indians has helped with funding for this project and that the project provides safety, a secondary access to the south side of campus,

improved access to the natural area and ball fields, and completes what they intend to call Campus Circle. They feel it is important to tie in the sidewalk with Atkins Road and access to downtown.

Dr. Thomas Zeidel, NCMC Vice President of Finance and Facilities, stated that access and safety are two of the primary attributes of this extension of Howard Street.

Commissioners asked; if future parking would be created to the east of where the ring road ties into Atkins Road, if there would be bicycle access, if the section of walkway from the ball fields to the larger parking area would be abandoned, and if the ADA parking near the ball fields would be removed.

Dr. Finley responded that there are currently no plans for the area east of the ring road and that parking could be a possibility or even an urgent care facility or a learning laboratory for students that would serve the community. The sidewalk would be wide enough to allow pedestrian and bicyclists and they intend to promote bike use on campus. The existing walkway to the ball fields would be replaced with the sidewalk that runs along the road extension and pavers will be placed in the roadway to slow traffic. It is unknown at this time how they will address ADA access to the ballfields and that is part of continued discussion.

At this time, the meeting was opened for public comment.

Emily Meyerson, 520 Cherry Street, asked if the new crosswalk near the baseball fields would be a new access to the natural area and stated that she believes it would be a good idea to have a pedestrian only access and not a parking access as she has safety concerns with pedestrians walking through a large parking area.

Dr. Finley responded that the thought is yes, one could bicycle or walk the path and they are looking at pedestrian access to the natural area on the north side of the retention pond. One thing that may be possible in the future is to have a small three or four car parking lot in that area. As it stands the primary natural area entrance would remain at the southeast corner of the existing parking lot.

Commissioners expressed their approval of the proposed plan and commented that it adds to the functional use of the property, improves circulation and is part of the college's master plan.

At this time, Commissioner Pall made a motion, seconded by Commissioner Warner, to approve the changes to the North Central Michigan College campus, allowing an extension of the internal ring road with changes to the north parking lots and sidewalks per the plans submitted for this March 18, 2021 meeting dated February 27, 2021, and to further state that these changes in terms of location, character and extent are consistent with the master plan. Motion passed 8-0.

### **Discussion and Direction on a New Zoning District for North Central Michigan College**

Staff informed the Commission that the College is currently located in the R-1 Single Family Zoning District that allows colleges as special condition uses and with the ring road construction, there would be a need for additional wayfinding signage.

The College master plan was updated in 2019 and staff believes that a college-specific zoning district based on the long-term master plan would provide predictability to both the community and North Central Michigan College. If the Commission believes this is the correct route, staff would work with the College on draft language for the new zoning district.

Dr. Finley informed the Commission that positive things are happening on campus. He and Dr. Zeidel met with the City Planner and the Director of Public Works, had a facility tour, and had good conversation about the future plans for the college. The City Manager is also in the loop on this discussion and this proposal is something that came from that discussion. He discussed potential plans to tie together the three buildings at the east end of campus, a career and technical building and additional dormitory space on campus. They are currently at capacity for housing and additional space could potentially provide housing for frontline workers and seasonal workforce during the summer months. He then discussed their desire to beautify campus at Howard and Atkins that would include signage.

Dr. Zeidel stated that they cannot do these changes alone and would like to partner with the City of Petoskey to work toward a zoning district that would be a win-win for everyone.

At this time, the meeting was opened for public comment. No public comment was received.

Commissioners commented that they see a need for a college zoning district, are open to changes, and would like to make sure that any changes made are compatible with the surrounding residential neighborhoods.

At this time, a motion was made by Commissioner Pall, seconded by Commissioner Fitzgerald, to direct the City Planner to work with North Central Michigan College representatives to draft language for a new college zoning district that would be brought to the Planning Commission for further review and discussion. Motion passed 8-0.

### **Discussion and Direction on Possible Zoning Ordinance Changes to Address Housing Needs**

Staff reminded the Commission that the master plan recommends review of the zoning ordinance to address housing needs.

Staff had previously provided some possible ordinance changes that would not create housing by themselves, but may help to make new housing construction more viable. These include:

1. Allow Accessory Dwelling Units (ADUs) in all single-family districts by right – staff approval through a zoning permit.
2. Allow 2-family dwellings by right in all zoning districts – staff approval through a zoning permit.
3. Increase the height allowance in any zoning district that allows three stories to 3 stories, 40 feet. This is currently the height limit of the Central Business District, while other districts allow 3 stories, 33 feet, which is difficult to meet with current building codes.
4. Consider incentive zoning in the Central Business District that could allow four stories if a certain percent of units are restricted to 80-120% AMI.
5. Consider allowing the back half of downtown storefronts to be converted to residential use if located on an alley (require a minimum amount of first floor, street fronting commercial space).
6. Change how flat roof building heights are measured. Change the 40 foot height limit to the surface of the roof (vs. top of parapet), with an allowance of no more than 3 feet for a parapet.
7. Change or eliminate density restrictions on new construction in multiple family, business and industrial districts. Rely on the lot coverage, setbacks and parking requirements to determine building size and number of units.
8. Amend private street standards in the Subdivision Ordinance (must meet DPS needs).
9. Reduce parking requirements in all residential districts and/or create parking maximums in place of parking minimums.



Many of the changes have been previously discussed by the Commission, with changes made such as allowing two-family dwellings as special condition uses.

At this time, the meeting was opened for public comment.

Matt Fettig, 906 Michigan Street, stated that he is very passionate about this subject and is ready to create an ADU in the 300 square foot attic space of his detached garage. He strongly encouraged the Commission to reduce the parking requirements to one car per unit and reduce the minimum lot width as the original design of the City required 50-foot lot widths, not 60 to 70 foot wide lots as currently required. He stated that he understands the concerns with vacation rentals, however, he believes that most issues would not exist with owner occupied rentals versus rentals that are purchased solely for the purpose as a vacation rental.

Carlin Smith, 356 Boyer Road, stated that he is on the board for Little Traverse Housing Partnership and the Housing North Organization and they are all happy that the Planning Commission is having this discussion. Housing is a crisis in our region, as it is in many others, and this is an opportunity to address it and make zoning ordinance changes that could improve housing issues. He asked the Commission to give thoughtful consideration and decide what works best for Petoskey.

Emily Meyerson, 520 Cherry Street, stated that she also works with the Little Traverse Housing Partnership and the Housing North Organization and she believes these are all good changes to consider. She would like to see the Commission work toward all of these zoning changes and agrees with Mr. Fettig that reducing parking is important. A decrease to one parking space per unit onsite and an increase in the percentage of allowed on-street parking from 20% to 50% would help. She asked the Commission to look at the historic form and consider allowing four to eight unit buildings as options in single-family districts as they existed historically.

Commissioners discussed prioritizing the proposed ordinance changes and working on the simple items first. They also discussed the need for an inventory of historic form, missing middle housing, short-term rental requirements and enforcement, the declining population of city residents, and the need for workforce housing.

Commissioners expressed concerns with enforcement of ordinance changes that allow for more uses, safety concerns for ADUs above garages, and the added load on City utilities.

Staff suggested pairing like items together and reminded Commissioners that any changes of use would require that the building comply with the current building code.

Ms. Meyerson commented that she likes the idea of working on the simple items first to help generate momentum. She added that historically there have been fewer residents within the City and that allowing apartment buildings and duplexes would bring the City back to the way it once was. She stated that there are more multiple family houses in town than most people are aware of and suggested looking at the number of mailboxes at each home as an indicator as to how many units are within what appears to be a single family home.

At this time, Commissioners directed staff to break down the list of possible ordinance changes, compile similar items, list pros and cons and provide a walking map that would identify multiple family housing that blends with single-family housing.

### **Public Comment**

The meeting was opened for public comment. No public comment was received.

### Updates

Staff informed the Commission that the official public comment period for the Livable Petoskey Master Plan ends April 12, 2021. Staff plans to have all public comments to the Commission prior to the April 14, 2021 regular meeting so that they can start discussion on these comments, as well as comments received by City Council, to work towards a final document. Once a final document is achieved, the Planning Commission will hold a public hearing before approval of the plan and will then send it to City Council for final approval. Whether a joint Commission-Council meeting is beneficial can be decided at the April 14 meeting.

Staff informed the Commission that the Sign Committee has been working on changes to dynamic display and temporary signs and due to some concerns raised by the City Attorney, the Committee has been working on changes. Staff anticipated the proposed language to come before the Commission for discussion at their April meeting.

Staff asked for a show of hands as to which Planning Commissioners had attended the Planning and Zoning Essentials Training in early March and if they felt the training was beneficial. Commissioners responded that they felt it was very informative and a great overview.

Chairperson Robson informed the Commission that the City Manager, at the March 1<sup>st</sup> City Council meeting, commended the Planning Commission on their due diligence and attention to detail in the review process that created a much more attractive building and overall better site plan than was originally submitted for the medical marihuana provisioning center on Charlevoix Avenue.

The meeting was then adjourned at 8:38 P.M.

Minutes reviewed by Ted Pall, Vice Chairperson/Secretary



## PLANNING COMMISSION

April 15, 2021

A regular Planning Commission meeting was conducted virtually from remote locations, with staff at City Hall Council Chambers, Petoskey, Michigan, on Thursday, April 15, 2021. Roll was called at 7:00 P.M. and the following were:

Present: Cynthia Linn Robson, Chairperson, Petoskey, MI, Emmet County  
Betony Braddock, Petoskey, MI, Emmet County  
Carolyn Dettmer, Petoskey, MI, Emmet County  
Rose Fitzgerald, Petoskey, MI, Emmet County (arrived at 7:30 P.M.)  
Richard Mooradian, Petoskey, MI, Emmet County  
Rick Neumann, Petoskey, MI, Emmet County  
Ted Pall, Petoskey, MI, Emmet County  
Kent Warner, Petoskey, MI, Emmet County

Others: Simon Carrick  
Dr. David Finley, North Central Michigan College  
Dorothy Landis, 1102 Howard Street  
Paul LeBlanc, PLB Planning Group, LLC, Grand Rapids  
Lindsey Walker, 1312 Emmet Street  
Dr. Thomas Zeidel, North Central Michigan College

Staff: Amy Tweeten, City Planner  
Rob Straebel, City Manager  
Lisa Denoyer, Administrative Assistant

Upon motion and support, the minutes of the March 18, 2021 regular meeting were approved 7-0.

### **Discussion and Direction on a New Zoning District for North Central Michigan College**

Staff informed the Commission that the proposed language is consistent with the Hospital District and would become Article XXXII. Overall, the uses are consistent with what exists already.

Staff believes that power generation should be better defined; the exterior setback of 60 feet is reasonable; building height of 35 feet is reasonable; more information is needed on existing building height and the proposed 60 feet and suggested allowing building additions shown in the master site facilities plan to receive administrative approval if sufficient parking is provided.

Staff commented that it appears that parking lots are being replaced with green space so information on existing and anticipated parking needs should be provided and that the Commission would approve the Master Sign Plan. Accessory uses that are held outdoors may need a higher level of approval.

Paul LeBlanc, PLB Planning Group, LLC, explained that the college recently completed their long-range master plan, which proposes a lot of improvements and changes. While the college is a permitted use within the R-1 Single Family Residential District, many of the standards are intended for single-family homes, not a college campus. Mr. LeBlanc stated that he tried to follow and be consistent with the hospital district when formatting the language so that it would be easier for the Planning Commission and the college to use. He commented that the drivers training on campus is not as much training as it is testing for a license and endorsements. There were complaints from neighbors in the past; however, the testing area was relocated as soon as the complaints were brought to their attention. He then informed the Commission that they intend to have a neighborhood meeting prior to the public hearing in order to answer questions and help neighbors understand their plan.

Dr. David Finley, NCMC President, and Dr. Thomas Zeidel, NCMC Vice President of Finance and Facilities, informed the Commission that CharEm provides testing for the drivers while NCMC provides the space pro bono. Complaints were made due to participants arriving early to practice. College staff contacted CharEm. Early arrivals are no longer permitted, and the testing site was relocated to the east end of the large parking lot. They do not believe there have been any complaints in recent years.

Staff responded that there have not been any complaints in a few years.

At this time, the meeting was opened for public comment. No public comment was received.

Commissioners asked about current and future enrollment numbers, percentage of virtual enrollment, what the tallest building currently is on campus, accommodations for electric cars, bikes, etc., if proposed buildings would come before the Planning Commission for approval or if they would be approved by administration, and proposed language regarding solar energy.

Dr. Finley responded that peak enrollment occurred in 2012 with approximately 3,000 enrolled students and in recent years enrollment was around 2,500. Their short-term goal is to have 2,500 students enrolled and their future goal is to have 3,000 or more. Currently, 60 percent of students meet face to face, 20 percent are virtual and in person and 20 percent are virtual. The Student and Community Resource Center (SCRC) is currently the tallest building on campus at 45-feet. The campus already houses an electric charging station and there has been discussion of a future bike share program on campus.

Staff responded that many of the proposed changes are to existing buildings and that new buildings would come to the Planning Commission for site plan review.

Mr. LeBlanc responded that the intent of the solar energy language was to allow non-traditional energy sources.

Some Commissioners voiced concerns with the proposed 60-foot building height allowance while others stated that they would rather see a taller building than have the building spread out over a larger area.

Commissioners commented that they felt the development plan was comprehensive, that the college campus is quite similar to the hospital campus and there were no major concerns at this time. Commissioners also commented that there were some language and formatting changes that needed to be made to be more consistent with current ordinance language.

Staff read aloud comments submitted by Lindsey Walker via chat. She then stated that she would be working with Mr. LeBlanc to address language changes and formatting and will bring it back to the Commission for review at their May meeting.

### **Review and Discussion of Livable Petoskey Public Comments**

Staff informed the Commission that the public comment period ended on April 12<sup>th</sup>, comments received were included in the packet, and that one additional comment was received and sent to the Commission.

Also included in the packet was a markup of the plan showing City Council changes. They are still working on Priority Redevelopment Site changes and requested a table showing each plan element, staff responsible, board(s) or commission(s) working on it, and any outside partners involved in implementation. Comments were also included from Emmet County Recycling and the Livable Petoskey website.

Staff commented that a majority of the public comments received were already incorporated in the master plan or were comments on what they liked about the plan and asked the Commission for their comments and questions on changes made by City Council.

Commissioners reviewed City Council's changes, made minor changes, voiced concerns with the removal of art education language in the Recreation, Arts and Culture Opportunities section under Strategies and Actions and stated that they would like more information on language changes to the goals under Local Economy Assets and Opportunity.

Staff read aloud comments submitted by Lindsey Walker via chat and suggested scheduling a joint meeting with City Council for further discussion of the draft before the Commission finalizes and schedules a public hearing on the plan. She then read aloud comments and suggestions received from Emmet County and the Commission accepted some of the language and felt the footnoted language from the EPA should remain as originally drafted.

At this time, the meeting was opened for public comment.

Simon Carrick stated that he was not familiar with the master plan and asked if there was any mention of a dog park and how a resident could obtain a copy of the plan and public comments.

Staff responded that there is mention of a dog park in the master plan and both the plan and public comments could be found in the packet on the City's website.

Dorothy Landis, 1102 Howard Street, stated that she was a new resident of Petoskey and had submitted her concerns with restrictions on short-term rentals and asked for more insight as to why the restrictions were put in place and if there was data on the negative effects. If there was no data, she asked that discussion be re-opened.

Commissioner Neumann responded that he previously had a vacation rental next to his residence and it was quite disruptive to the neighborhood because renters were coming and going all the time and parking on his lawn as the driveway was located along the property line. The home is now a long-term rental and it is much less disruptive.

Staff responded that she would be happy to discuss the subject further at another time as this meeting subject was the draft master plan.

Staff then informed the Commission that the next steps would be to possibly have a joint meeting with City Council, schedule and hold a public hearing on the final version, plan approval by the Commission, and then forward it to City Council for their approval.

Commissioners agreed that a joint meeting should be scheduled with City Council for further discussion of the comments received and suggested changes made.

**Discussion and Direction on Possible Sign Ordinance Amendments and Possible Zoning Ordinance Changes to Address Housing Needs**

Due to the late hour, the Planning Commission decided to postpone discussion on possible sign ordinance amendments until their regular May meeting and scheduled a special meeting for Thursday, May 6<sup>th</sup> to discuss possible Zoning Ordinance changes to address housing needs.

**Public Comment**

The meeting was opened for public comment. No public comment was received.

**Updates**

Chairperson Robson informed that Commission that Emmet County has tentatively scheduled a special meeting on June 24, 2021 regarding a transit proposal and felt it would be a good meeting for Commissioners to attend.

Staff informed the Commission that Bob Kronberg had resigned from the Planning Commission.

Chairperson Robson thanked Mr. Kronberg for his time and commitment to the Commission.

The meeting was then adjourned at 9:44 P.M.

Minutes reviewed by Ted Pall, Vice Chairperson/Secretary



## PLANNING COMMISSION

May 20, 2021

A regular Planning Commission meeting was conducted virtually from remote locations, with staff at City Hall Council Chambers, Petoskey, Michigan, on Thursday, May 20, 2021. Roll was called at 7:00 P.M. and the following were:

Present: Cynthia Linn Robson, Chairperson, Petoskey, MI, Emmet County  
Betony Braddock, Petoskey, MI, Emmet County  
Carolyn Dettmer, Petoskey, MI, Emmet County  
Rose Fitzgerald, Petoskey, MI, Emmet County  
Richard Mooradian, Petoskey, MI, Emmet County  
Rick Neumann, Petoskey, MI, Emmet County  
Ted Pall, Petoskey, MI, Emmet County (arrived at 7:35 P.M.)  
Kent Warner, Petoskey, MI, Emmet County  
Charles Willmott, Petoskey, MI, Emmet County

Others: Paul LeBlanc, PLB Planning Group, LLC, Grand Rapids  
Dr. Thomas Zeidel, North Central Michigan College

Staff: Amy Tweeten, City Planner  
Lisa Denoyer, Administrative Assistant

Upon motion and support, the minutes of the April 15, 2021 regular meeting and May 11, 2021 joint meeting with City Council were approved 8-0. Chairperson Robson introduced Charles Willmott as a new Commissioner.

### **Consideration of a Special Condition Sign Request for 1250 Atkins Street – First Baptist Church**

Staff reminded the Commission that at its December 2019 meeting, they conditionally approved a special condition use site plan for First Baptist Church at 1250 Atkins Street, which is within the R-1 Single Family District. Staff is still working with the applicant on their site plan as the property has not yet been paved.

The church is requesting approval of a free-standing sign at the entry of their property. Pursuant to Section 8.2(10) non-illuminated, freestanding signs for public, nonprofit institutional uses in residential districts shall be reviewed by the Planning Commission but in no case shall a freestanding sign exceed four feet in height and 12 square feet in area. The proposed sign is 11.8 square feet, four feet tall, not illuminated, and on the church property.

Staff noted that while the sign is not illuminated the lettering will be reflective and therefore would be visible when lights reflected off of it.

Commissioners commented that the church is hard to find due to the large setback and the sign would be beneficial, asked if there would be landscaping around the sign and if any comments were received by neighbors.



Staff responded that no landscaping is anticipated and that no comments were received as neighbors were not notified as it is not a requirement for this type of request.

At this time, Commissioner Neumann made a motion, seconded by Commissioner Warner, to approve the special condition sign request for 1250 Atkins Street. Motion carried 8-0.

### **Discussion and Direction on a New Zoning District for North Central Michigan College**

Staff informed the Commission that the new district format follows the H – Hospital District with requirement for a master site facilities plan. All identified uses are permitted with additional requirements for some uses. Staff was awaiting drawings from Mr. LeBlanc so that the Commission could see the schematics for the potential dormitory building and the impact a four-story, 60 foot building would have on the area around it.

Paul LeBlanc, PLB Planning Group, LLC, explained that he and staff had reviewed and addressed concerns and comments received by the Commission at the April meeting, clarified some of the language, and added specificity to the setback requirements. He then informed the Commission that he was not able to receive the schematics from the architect in time for this meeting but would provide them at the next meeting.

Staff reviewed Sections 3201, 3202 and 3203 of the ordinance language and reviewed changes that were made based on recommendations of the Commission at their April 15<sup>th</sup> meeting.

At this time the meeting was opened for public comment. No comments were received.

Commissioner Willmott commented that the college has been an excellent neighbor to which Commissioner Robson brought up the possible issue of conflict of interest. It was determined that Commissioner Willmott does not live adjacent to or within 300-feet of the proposed college district area and therefore there was not a conflict of interest.

Commissioners discussed the portion of college land that would be considered for rezoning to a college district; whether or not food trucks and mobile blood drives or vaccination units would be permitted in this district; the addition of parks and natural areas as a permitted use and the addition of “consistent with educational mission” to retail in Section 3201; the addition of maximum height requirements and setbacks to the chart in Section 3202; maximum ambient levels for outdoor performance facility/amphitheater; consideration of cyclists to the circulation plan; and removed the minimum percentage of natural or landscaped area required.

At this time, Commissioner Pall made a motion, seconded by Commissioner Warner, to approve changes and schedule a public hearing for the regular June meeting when schematic drawings of the proposed dormitory would be provided. Motion carried 9-0.

### **Discussion and Scheduling of a Public Hearing on the Livable Petoskey Master Plan**

Staff reviewed the changes made at the special joint meeting with City Council that included:

1. Added to Community Chapter – Arts and Culture Strategies and Table 6.1 Implementation:
  - d) Participate in efforts to ensure arts and cultural education are equitably provided community wide.
2. Modified a goal and strategies in the Local Economy – Assets and Opportunities and Table 6.1 Implementation:

The goal relating to Community Wealth Building was changed from “Community assets are developed in a manner that builds local wealth” to “Preserve and build upon community assets in a manner that enhances our shared prosperity and well-being”.

Strategies x and y were removed and replaced with new language, which has a footnote linking to the MML page on Community Wealth Building, and a text box was added with additional definitions and links.

Encourage discussion of Community Wealth Building business models.

Staff noted that Table 6.1 did not include state and federal government in the list of partners, so this was added where applicable.

At this time, Commissioner Neumann made a motion, seconded by Commissioner Braddock to approve the changes made at the joint meeting and to schedule a public hearing on the plan for the regular meeting in June. Motion carried 9-0.

### **Discussion and Direction on Possible Sign Ordinance Amendments**

Due to the late hour, the Planning Commission decided to postpone discussion on possible sign ordinance amendments until their regular June meeting.

### **Public Comment**

The meeting was opened for public comment. No public comment was received.

### **Updates**

Staff informed the Commission that they only have their regular scheduled meeting in June.

Commissioner Fitzgerald commented that public hearings on a new zoning district and the master plan as well as discussion on possible sign ordinance changes seemed like a lot to have on one agenda.

Chairperson Robson commented that she had no concerns with the proposed sign ordinance changes being postponed.

Staff then informed the Commission that they would also be reviewing the housing changes made from their special meeting and that it is anticipated that North Central Michigan College will be submitting a master site facilities plan for approval.

Commissioner Neumann asked if there were any updates on the two housing projects that had been approved a number of months ago.

Staff responded that the Lofts at Lumber Square is still waiting to hear on the low income tax credit and whether it will be awarded. They should hear back sometime this month. The Grand Villas will be moving forward and staff believes the architects have been given the green light to move on to construction plans.

The meeting was then adjourned at 9:17 P.M.

Minutes reviewed by Ted Pall, Vice Chairperson/Secretary



## PLANNING COMMISSION

June 17, 2021

A regular Planning Commission meeting was conducted virtually from remote locations, with staff at City Hall Council Chambers, Petoskey, Michigan, on Thursday, June 17, 2021. Roll was called at 7:00 P.M. and the following were:

Present: Cynthia Linn Robson, Chairperson, Petoskey, MI, Emmet County  
Betony Braddock, Petoskey, MI, Emmet County  
Rose Fitzgerald, Petoskey, MI, Emmet County  
Richard Mooradian, Petoskey, MI, Emmet County  
Rick Neumann, Petoskey, MI, Emmet County  
Ted Pall, Petoskey, MI, Emmet County  
Kent Warner, Petoskey, MI, Emmet County  
Charles Willmott, Petoskey, MI, Emmet County

Absent: Carolyn Dettmer

Others: Cindy Hicks, U.S. Properties Group  
Jason Jordan, U.S. Properties Group  
Paul LeBlanc, PLB Planning Group, LLC, Grand Rapids  
Dr. David Finley, North Central Michigan College  
Tom Nemitz, Cornerstone Architects  
Dr. Thomas Zeidel, North Central Michigan College

Staff: Amy Tweeten, City Planner  
Lisa Denoyer, Administrative Assistant

Upon motion and support, the minutes of the May 6, 2021 special meeting and May 20, 2021 regular meeting were approved 8-0.

### **Public Hearing and Action on a New Zoning District for North Central Michigan College**

Staff informed the Commission that the intent of the new district was to accommodate the unique development requirements of a large educational institution comprised of multiple buildings and a variety of related and complementary uses within an integrated campus setting. The proposed uses are consistent with what currently exists at North Central Michigan College and the requirement of a Master Site Facilities Plan provides some predictability over how the campus may change over the next 15+ years.

Staff reviewed the permitted uses as stated in Section 3301, permitted uses with additional standards as stated in Section 3303, district standards in Section 3302, and the district process as stated in Sections 3304, 3305, 3306 and 3307.

Staff then informed the Commission that the following request had been received from North Central Michigan College (NCMC) proposing a change to the decibel level for the outdoor performance facility/amphitheater.

*“Amplified sound shall be permitted; provided, sound levels at the district boundaries shall not exceed 60 dB(A) or ambient levels, whichever is greater.”*

Staff recommended adding the following detail to the required sign plan as Section 3302 or Section 3303(6): Number, size, location, and illumination method of all signs. She then informed the Commission that after hearing public comment, the Commission may take action to recommend the new zoning district to City Council.

Dr. David Finley, NCMC President, thanked the Commission for considering this request and informed them that the college invited every neighbor within a quarter mile to an open house last week to inform them of the proposed plan, to hear input and ideas, and to listen keenly so that they could determine how to be a best neighbor and operate a college respectfully within an area that is bordered by residential housing.

Paul LeBlanc, PLB Planning Group, LLC, commented that he has appreciated working with staff and the Planning Commission on getting the ordinance refined and addressing the needs of the school and the City. One of the biggest factors is not only having a district that is tailored to the needs of the college but also to provide predictability for the college, as well as the City and the neighborhood. This is something that has been lacking under the much broader R-1 zoning district. The new district would also give balance between the needs of the school and protecting the character of the surrounding neighborhoods. All of these factors support the adoption of the college district. He stated that staff had gone through the ordinance very well and that the college would like to request that the Planning Commission reconsider the provision in the outdoor performance use section regarding noise levels. The decibel chart provided shows that at 50 decibels the college would be held to a standard lower than typical of the surrounding neighborhood. The average home volume is 50 decibels and that is the standard that is currently set for the college at the district boundary, which essentially is at the center of adjoining streets. Normal conversation is rated at 60 to 70 decibels and that is why the college is requesting the limit to be increased to 60 decibels. The college is asking for the Planning Commission's consideration of changing the standard from 50 decibels to 60 decibels based on research that has been conducted by a number of agencies and organizations and they relate to the ambient levels of the neighborhood. Even at 60 decibels, the adjoining traffic is louder than that and the request is to not be held at a standard less than what already exists.

At this time, the meeting was opened for the public hearing. No public comments were received and the public hearing was closed.

Commissioner Pall commented that he does not disagree with the request to increase the standard to 60 decibels as it seems reasonable, however, he is not excited about the inclusion of “ambient levels, whichever is greater”. Ambient levels just means that something in the area is of a certain volume and there isn't a number on that level. A truck might go by and the noise would last about 20 seconds, whereas a concert might go on for hours. He would like to see a reasonable number stated.

Mr. LeBlanc responded that he understands his concerns and they would not consider ambient a one-time event like an ambulance or delivery truck. His understanding of the definition of ambient is the typical or average sound levels for a surrounding area. Determining the ambient level might require doing some sampling. The college wants to be reasonable and understands the need to be a good neighbor, but in fact the real ambient level is in the neighborhood of 65 to 70 decibels

consistently, they would like the ability to stay within that scale, hence the reason for the wording of the amendment.

Commissioner Pall responded that another practical consideration would be where the ambient level is measured from. That would create a discussion of where the ambient level was determined.

Mr. LeBlanc responded that per the ordinance it would be measured at the district boundary. For the college district and the residential district this would be at the center of the street.

Commissioner Pall asked if a boundary was the length of two properties adjoining, not a point.

Staff responded that Mr. LeBlanc was correct and that typically zoning districts go to the center of the street.

After significant discussion, the Commission agreed to the proposed language.

Chairperson Robson stated that she felt that the Commission should require a Master Facilities Sign Plan as they did with the H – Hospital District and recommended that the following language be added as Section 3303(6):

#### **Master Facilities Sign Plan Content**

A Master Sign Plan shall include an inventory of all existing exterior signs with photos or illustrations of each sign type and also include information on the number, size, location, and illumination method of all exterior signs in the C-College District. This includes entrance, directional/wayfinding, kiosks, parking lot, and exterior building signs. In addition proposed new exterior signs shall be illustrated and include the number, size, location, illumination method, materials and landscaping if it's freestanding.

Commissioner Neumann asked if the proposed language was the same as what is in the H – Hospital District.

Chairperson Robson stated that she did not look up the H – Hospital District, however this proposed language summarizes what the Commission wanted and what they got from the hospital.

Staff responded that the H – Hospital District does not actually talk about the sign plan. Providing a sign plan was a condition of approval.

Commissioner Neumann stated that he was comfortable with the proposed language.

Commissioner Pall asked where the language was proposed to be placed. Chairperson Robson stated that she was flexible on the location, however, she felt it was logical to enter it as Section 3303(6).

After discussion, Commissioners agreed to the proposed language regarding sign plan requirements.

Chairperson Robson asked the Commission if they had any other changes, additions, or questions. Commissioners responded that they did not.

At this time, Commissioner Pall made a motion, seconded by Commissioner Warner, to approve the new C – College District, Article 33 and recommend this change due to the unique needs of the college not met by the current R-1 Single Family Residential District and to balance the needs of the college and surrounding neighborhoods. The following changes were made to the proposed C – College District language:

1. Section 3303(3)(c) shall read:  
*Amplified sound shall be permitted; provided, sound levels at the district boundaries shall not exceed 60 dB(A) or ambient levels, whichever is greater.*
2. A new section titled Section 3303(6) will be added and shall read:  
*A Master Sign Plan shall include an inventory of all existing exterior signs with photos or illustrations of each sign type and also include information on the number, size, location, and illumination method of all exterior signs in the C-College District. This includes entrance, directional/wayfinding, kiosks, parking lot, and exterior building signs. In addition proposed new exterior signs shall be illustrated and include the number, size, location, illumination method, materials and landscaping if it's freestanding.*

Upon roll call vote, motion carried 8-0.

### **Public Hearing and Action on the Livable Petoskey Master Plan**

Chairperson Robson informed the Commission that the first discussion on the master plan occurred in January 2019 and since that time the Commission has discussed it at 19 meetings in total. There were 10 regular meetings, two special joint meetings with City Council and seven special meetings. Staff held multiple public quorums, including reaching out to middle school students for their input. And staff has worked long and hard between all of those meetings to create this document.

Staff informed the Commission that the master plan update process began in January of 2019 and included the development of a Sustainability Framework. The plan incorporated public input through outreach meetings and the Livable Petoskey website. The first draft document was reviewed by the Planning Commission in September 2020 and a final draft was approved and forwarded to City Council in December, 2020. After a joint meeting with City Council on May 11 to finalize goals and strategies, the Planning Commission, at its May 20<sup>th</sup> meeting, scheduled today's public hearing.

Staff then reviewed the chapter goals of the master plan and noted the land use change along the river, south of Washington Street, to neighborhood mixed use as the land use category on the Future Land Use Map.

At this time, the meeting was opened for the public hearing. No public comments were received and the public hearing was closed.

Commissioner Warner commented that the Planning Commission had done a phenomenal job on the master plan and that even as a new member of the Commission he was excited to be a part of it.

Commissioner Willmott stated that he was very impressed with what the City Planner and the Planning Commission had done to create an excellent document for guiding the City's future. He then noted that there was a small typo on page 39 that should read 70 feet, rather than 70 square feet.

At this time, Commissioner Pall made a motion, seconded by Commissioner Neumann, to adopt the master plan with the recommended change.

WHEREAS, the Michigan Planning Enabling Act P.A. 33 of 2008 requires a master plan to be reviewed for possible updates every five years; and

WHEREAS, The City of Petoskey Planning Commission provided notice of intent to update the 2015 Blueprint Petoskey Master Plan to required jurisdictions and utilities on January 11, 2019; and

WHEREAS, The Commission began the Master Plan update with the development of a sustainability framework that was then incorporated into the Livable Petoskey Master Plan; and

WHEREAS, agendas and minutes of all meetings, as well as drafts of the Master Plan have been posted to the City of Petoskey website throughout the planning process; and

WHEREAS, the City of Petoskey City Council authorized distribution of the updated plan at its February 1, 2021 meeting; and

WHEREAS, the Planning Commission and City Council held a joint meeting on May 11, 2021 after the required 63 day review period to finalize the document; and

WHEREAS, the Planning Commission held a public hearing on the updated plan at its June 17, 2021 meeting; and

WHEREAS, the Livable Petoskey Master Plan 2021 meets all the requirements of Public Act 33 of 2008, as amended.

NOW THEREFORE BE IT RESOLVED: That the City of Petoskey Planning Commission hereby adopts the Livable Petoskey Master Plan to specifically include the text, charts, maps and graphics addressing community resilience and sustainability that includes background information on demographic changes, and goals and strategies in the areas of community identity and engagement, public health and safety, recreation, arts and culture opportunities, resource use reduction, climate resilience and natural resource management, infrastructure optimization, transportation and mobility options, neighborhoods for all, local economy assets and opportunities including redevelopment and infill development locations, and future land uses contained in the Master Plan report as presented.

Upon roll call vote, motion carried 8-0.

Chairperson Neumann commented that he believes the City Planner deserves a lot of credit for this. She did a super job drafting a lot of this up, thinking it through and shepherding the Commission through it.

Staff commented that it was well worth the time spent and commended the Commission on their hard work.

**Discussion and Direction on Rezoning Request  
from R-1 Single Family to C – College District  
for North Central Michigan College, 1515 Howard Street**

Staff informed the Commission that based on the discussion of language to create a new C – College zoning district, North Central Michigan College has submitted an application to rezone all of its property south of Atkins Street to the new zoning district. As required for the C – College District, a Master Site Facilities Plan (MSFP) was submitted that included sections of the North Central Michigan College 2019 Master Plan. A full review of the MSFP to the ordinance standards will be provided at the public hearing.

Staff then gave an overview of the college's 1-5 year plan, 5-10 year plan, 10-15 year plan and a map of the new zoning district that were included in the packet.

Commissioner Fitzgerald asked how the Commission could rezone the property prior to City Council approving the new district.



Staff responded that at this point the Commission would be scheduling a public hearing to hear the request and should they decide to take action it would be on the condition that City Council adopts the new district.

Commissioner Pall asked for verification that City Council could approve the new zoning district or they could approve it with modifications.

Staff responded that they could and that typically City Council would have met to consider adoption of the new zoning district before the Commission held the public hearing, however, they will not see the recommendation until after the public hearing as they will only be meeting once on July 19<sup>th</sup> due to their July 5<sup>th</sup> meeting being canceled.

Commissioners discussed whether or not they would be ready to schedule a public hearing as there were many new elements of the plan that the Commission had not yet seen.

Dr. David Finley, NCMC President, congratulated the Commission on the adoption of the Livable Petoskey Master Plan and commented that they are seeing what they endeavor to do with the rezoning, site plan, engagement and participation with faculty and students in making this an even better community. Three months ago discussions began about the future and what the college needed to do to be competitive in a more challenging industry and what they need to do to better serve the community and compete. He was excited to have worked with Cornerstone Architects to develop a Campus Master Plan. This plan is required to be submitted to the State of Michigan every five years.

Tom Nemitz, Cornerstone Architects, commented that a typical Campus Master Plan is a one to five year plan and the plan presented is a conceptual plan that covers 15 years in order to set a roadmap for future development, future interests, etc. The college held a series of user group meetings with stakeholders in the city, staff, students and a number of politicians, as well as developed conceptual plans that have evolved over the past six to eight months.

Dr. Finley reviewed the revised plan that had been submitted, highlighting proposed changes such as the desire to connect three buildings on the east end of campus, the addition of a new nursing wing, the addition of a high bay lab to the tech buildings, a manufacturing program, a potential new entrance to the Student and Community Resource Center, residential housing, culinary kitchens for training, and a new bookstore. He informed the Commission that over time they would like to add more trees on campus and that the Iron Belle Bridge that connects the college natural area to the River Road Sports Complex is nearly complete. There is a ribbon cutting scheduled for Friday, July 2, 2021.

Commissioners asked why the natural area was not included in the new college district, and discussed the proposal for a new entrance to campus, neighbor concerns with the proposed dormitory being constructed too close to the residential area and the need for the plan to show exactly where buildings are proposed to be constructed in order to reduce confusion in the future.

Dr. Finley responded that the natural area is contiguous and there is not plan to develop it in the future and that is why they have decided to exclude it from the college district.

Mr. Nemitz responded that there were a couple of reasons for the addition of an entrance along Atkins Street. One being the congestion at pick up and drop off times at the elementary school and the other was feedback from the user groups requesting multiple entrances and exits.

Commissioners discussed whether or not it would be best to wait and schedule a public hearing for August in order to allow the applicant time to prepare as the deadline for submittal of materials for the July 15<sup>th</sup> meeting would be July 1<sup>st</sup>.

Mr. Nemitz responded that he felt they could meet the July 1<sup>st</sup> deadline as there were no large changes that needed to be addressed.

Commissioners decided to have further discussion at their July meeting and consider scheduling a public hearing at that time for the August 19<sup>th</sup> meeting.

**Case #235-20 – A Site Plan Amendment Request for  
Crestview Commons PUD, 1305 Spring Street**

Staff reminded the Commission that they approved an amendment to the Crestview Commons PUD (Petoskey Town Center) in October of 2020 to allow for a larger free-standing sign and changes to the former K-Mart storefront façade. The Crestview Commons PUD (Kmart Plaza) and corresponding sign plan were approved by the Planning Commission in 1989.

The property owner, U.S. Properties, Inc., is now requesting a second free-standing sign for the plaza, similar in size to the sign approved by the Commission in October. The Commission approved a new free-standing sign of 8 feet in height and increased the area from 36 square feet to 51 square feet in area, which has been installed. There was also discussion about changes to the landscape plan that would need review and approval by the Planning Commission, but nothing has been provided.

Jason Jordan, U.S. Properties Group, informed the Commission that the space for Big Lots is scheduled to be completed by the end of August and that since taking ownership of the property, U.S. Properties has spent \$600,000 on improvements. The new monument sign that was approved last October only has small signage space available which makes it difficult for future tenants. They also feel that more signage space is needed due to the building being set back 500 feet from the highway and situated in a valley, which makes it difficult to see wall mounted signage.

Commissioners commented that the new landscaping around the freestanding sign blocks some of the sign area and voiced concerns with the proposed location of the second sign as it would be past the entrance for northbound vehicles and suggested a sister sign closer to the entrance.

Commissioners discussed the possibility of signage along the Sheridan Street entrance and on the street facing side of the building and asked if the name of the shopping center was Petoskey Town Center or Crestview Commons and if the name was stated anywhere on their signage.

Mr. Jordan responded that the name has been Petoskey Town Center since the purchase of the property and that there was no listing of the shopping center name on any signage.

Staff responded that the PUD does not allow for signage facing the residential district on Sheridan Street and that the request was denied for Hobby Lobby. Staff also commented that the Commission could consider changing the PUD to allow it.

Cindy Hicks, U.S. Properties, Inc., informed the Commission that national tenants have the right to go on any sign in any order they choose. Big Lots required that they were the largest sign area and that they were located near the top of the sign. This is typically spelled out in their lease agreement and they are required to honor that lease. A second freestanding sign is needed to give the new tenant of the remaining space of the old Kmart building a larger space and the smaller spaces would go to the smaller shops.

Commissioners requested that the applicant come back with a revised sign and landscape plan.

**Public Comment**

The meeting was opened for public comment. No public comment was received.

### Updates

Staff informed the Commission that the Emmet County Emergency Order ends on June 30<sup>th</sup> and the Commission will resume in-person meetings in July. Commission members can still attend via Zoom if they have a medical reason for not attending in person or if they are currently in the military.

A third request for a provisioning center at 403 West Mitchell Street will be coming to the Commission for a special condition use request at the July meeting. It appears that they will be reusing the existing space as it currently is. No zoning permits have been issued for the first two provisioning centers that were approved.

The Downtown Management Board is favorable to allowing the back of buildings on alleys to be used for housing, however, they would like to see the proposed language.

There have been numerous development inquiries for 624 Charlevoix Avenue. It is unclear at this time if any will move forward. One proposal was requesting a drive-thru at this location and staff is unsure that the site could accommodate the proposed use.

Staff informed the Commission that she has spoken with the architect for Mitchell Street Market and they are looking at a possible mixed use for this location and there has been a lot of interest in the site.

Commissioner Neumann commented that he saw a sold sign the Baptist Church. Staff responded that the property has been purchased by Payette Properties, however, the intention for the building is unknown.

The owner of the former Petoskey News Review building has submitted a request to the Zoning Board of Appeals for a side yard setback variance in order to create office space for Chemical Bank and to sell the warehouse building. The owner also purchased the Print Shop building, which is planned to be removed.

The meeting was then adjourned at 9:53 P.M.

Minutes reviewed by Ted Pall, Vice Chairperson/Secretary



**BOARD:** City Council

**MEETING DATE:** July 19, 2021

**DATE PREPARED:** July 11, 2021

**AGENDA SUBJECT:** Electric Vehicle Charging

**RECOMMENDATION:** That City Council discuss. No action required.

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**Background** According to the U.S. Department of Energy, electric vehicle (EV) sales have increased by almost 50% since 2016, accounting for over one million of all vehicle sales. This increasing trend in EV purchases has heightened the demand for EV charging infrastructure throughout the nation. Moreover, the demand signals a shift in consumer behavior and willingness to support ways to reduce greenhouse gas emissions, which is an important aspect of climate resiliency.

**Charging Stations** Rate charging systems are based on the speed of charging and consist of three levels.

- Level 1 is the standard wall outlet of 120 volts and is the slowest charge level which charges 2 to 5 miles of range per hour;
- Level 2 is a faster charging system at 240 volts and is found in homes, garages and most public places with charging capabilities of 10 to 20 miles of range per hour; and
- Level 3 is considered “fast charging” at a rate of 60 to 80 miles of range in 20 minutes by using three phase power with voltages ranging from 208 volts to 480 volts.

Typically, all EVs are compatible with Level 1 and Level 2 type charging systems, where Level 3 type charging is limited to some vehicles based on the plug configuration.

The City currently has one EV charging station that is located in the southeast corner of the Darling Parking Lot. This Level 2 type charging station was installed in 2017 in conjunction with the Greenway Corridor project.

**Rights-of-Way** City staff was recently contacted by a resident, who purchased a hybrid type vehicle, requesting permission to place an extension cord or charging station within the street right-of-way. Routing of the extension cord involved crossing the sidewalk, green-lawn area and then ending in the street where the vehicle is routinely parked. The charging station would involve piping and wiring and most likely be placed back of curb as a permanent “private” use structure. This residence does not have off-street parking available on the property so the request is not without merit. City staff, with much consideration, denied the request based on various issues relative to private use of a public right-of-way, but do feel expanding charging station infrastructure in public places is prudent and aligns with the City’s sustainability goals.

**Infrastructure** Charging infrastructure is paramount for the widespread adoption of EVs as manufacturers and consumers transition to EVs. City staff believes there should be a concentrated effort to expand EV charging within the City and areas considered should be public places. The 2022-2027 Capital Improvement Plan and 2022 Budget will include monies from the Electric Fund to study, design and install potentially two or three additional charging stations in 2022. City staff will consult with GRP Engineering and other consultants to determine power needs for Level 2 and Level 3 type charging systems, location and rates. Grant dollars and incentive monies will be explored for potential cost sharing.

**Action** City Council hear update, discuss and provide feedback to City staff on potential EV solutions.

mr



**BOARD:** City Council

**MEETING DATE:** July 19, 2021

**DATE PREPARED:** July 14, 2021

**AGENDA SUBJECT:** Capital Needs Assessment Contract Approval

**RECOMMENDATION:** City Council authorize contracting with MCSA Group Inc., East Grand Rapids, Michigan

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**Background** In 2020, the City budgeted funds for a Capital Needs Assessment. The assessment could not be completed as many contractors had travel restrictions due to the COVID-19 pandemic. This year, the City budgeted \$25,000 in the general fund to complete the assessment.

Per Goal One of the 2020 Action Plan, the capital needs assessment is considered a high priority task to determine repair and upkeep of parks, trails, shorelines and city buildings. The information gleaned from the assessment will be used to consider potential new revenue sources to fund maintenance and upkeep of the infrastructure.

The scope of work would be to provide an analysis and report of City park facilities, including trails, park amenities and specific City buildings, and provide short term and long term maintenance and replacement costs. The consultant would provide an analysis of each park indicating the following criteria per item:

- Expected remaining usable life;
- Projected maintenance until item replacement;
- Replacement cost;
- Code issues; and
- Recommendations of energy upgrades and maintenance efficiency.

Additionally the City offered bidders the option to provide two alternatives with the same scope of work that include:

**Alternate One:** (City Buildings)

City Hall  
Lake Street Public Safety  
Public Safety West

**Alternate Two:** (Petoskey High/Middle School Recreation Complex)

Turcott Field and adjacent building  
Middle School Baseball Field  
Upper Tennis Courts  
Lower Tennis Courts  
Softball Field and adjacent building

**Procedure** Specifications were prepared based upon examples from other communities who have gone through a similar process. This is not a common plan for public infrastructure, however, it is important to understand our short and long range capital needs.

Petoskey Public School District is aware of the assessment and has decided not to cost share alternate two.

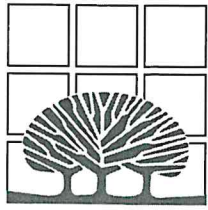
**Bid** The Capital Needs Assessment Plan was formally advertised in the Petoskey News Review May 14, 2021; and on the City's website. The following bids were received and opened on Tuesday June 15, 2021.

<u>Bidder</u>	<u>Total</u>
MCSA Group Inc., East Grand Rapids, MI	\$18,000
Alternate One	\$4,000
Alternate Two	\$4,000
Beckett and Raeder, Petoskey, MI	\$20,500
Alternate One	\$9,500
Alternate Two	\$7,000
Prein and Newhof, Grand Rapids, MI	\$53,000
Alternate One	\$7,900
Alternate Two	\$8,900

**Review and Recommendation** City staff has reviewed the proposals and checked references and recommends City Council authorize contracting with MCSA Group Inc., East Grand Rapids, Michigan, for the primary scope of services and alternate one at a total cost not to exceed \$22,000.

kk  
Enclosures





**MCSA**  
GROUP, Inc.

Landscape Architects and Architects

# Profile and Design Philosophy

CITY OF PETOSKEY

## Capital Needs Assessment 2021

M. C. Smith & Associates, Inc. was formed in March 1977 by Michael C. Smith. The firm provides award-winning Landscape Architectural and Architectural services. Principals include Kathleen G. Waters, RA; Jolanta Stecka, RA; Melinda R. Whitten, RLA; and Tiffany A. Smith, RLA. Michael C. Smith is the firm's Creative Director. On March 15, 2017, MCSA Group, Inc. (M.C. Smith Associates and Architectural Group, Inc.) turned 40 and we became a Woman-Owned Business. In February of 2020 we became a Certified Woman-Owned Business by the US Small Business Administration.

The firm's office is located in East Grand Rapids, Michigan. MCSA Group, Inc. provides Architectural and Landscape Architectural Services for the following types of projects: Public Housing; Federal, State and Municipal Government; Park and Recreation Architecture; Sports Facilities, Historical Rehabilitation; Private and Commercial Buildings; Streetscapes and Plazas; Community and Neighborhood Parks; Waterfront Parks; Sports and Athletic Facilities; Boardwalks, Decks and Bridges; Trails and Linear Parks; Playgrounds; Site and Street Lighting; Signage Design; Site Planning; Community Recreation Plans; Grant Applications and Facility Assessments.



West Side Park - Allegan County



## Profile and Design Philosophy

In addition to our professional staff of Architects and Landscape Architects, MCSA Group, Inc. has excellent consultants for specialized portions of specific projects. These consultants extend our team capabilities by providing such disciplines as: surveying, soils analysis, structural engineering, mechanical and electrical engineering, and traffic engineering.

By offering a full range of professional services through the entire planning, design, engineering and development process, MCSA Group provides each client with comprehensive services. Our diversity ensures a responsiveness to the wide range of issues and concerns facing each client. Our experience enables us to develop solutions that are creative, yet sensitive to each project's specific goals and objectives.

Our professional services are based upon the principle that if a project cannot be appropriately implemented within mutually agreed upon budget parameters, then we have not succeeded. This follows that we do not believe that design principles, as well as sound engineering, need be compromised in any manner. We have demonstrated that outstanding award winning projects can be achieved without needing to be designed beyond budget limitations.

Our construction documents for every project are complete and comprehensive, detailing all components and systems of the construction. Our plans provide contractors a solid base for bidding, resulting in excellent bids. Construction based upon our plans is completed with minimal change orders and in accordance with the established schedule. We provide complete construction administration for all projects.

We practice a high level of sustainable design and believe that both facility development and environmental conservation & preservation can be structured side-by-side and, if properly designed and implemented, will enhance each other.

Our clients, as end users, are most often members of the public. The public facilities and spaces that we design optimize individual and collective experiences, providing positive and enjoyable outcomes for all users. We strive to optimize designs that are easily maintained, have long life cycles, and do not overly tax Owner's budgets for maintenance, management or support.



Collins Park, Reed's Lake - East Grand Rapids





## Statement of Understanding and Scope of Work

CITY OF PETOSKEY

### Capital Needs Assessment 2021

#### Statement of Understanding

MCSA Group Inc. will work closely with the City of Petoskey staff members and representatives to produce a Capital Needs Assessment for the City. The Capital Needs Assessment will include site amenities, facilities and fields, buildings, restrooms and pavilions. Assessments of the City Building will be provided as an alternate.

MCSA Group Inc. will conduct a site visit to each park to do an individualized park inventory noting existing conditions. Each park will have a line item list to determine necessary upgrades or improvements, a replacement plan, energy saving measures, maintenance efficiency, upgrades due to code issues and deterioration. The assessment will be a comprehensive plan that will be in priority order to be utilized in the City of Petoskey's budget process.

Copies of the draft and final plan will be provided for distribution to City staff and elected officials. Our proposal includes providing three (3) bound copies and one (1) electronic copy of the final plan to the City.

Additionally, we will provide a PowerPoint presentation at a Petoskey City Council Meeting. The PowerPoint will be provided to the City staff for future presentations.

The following is an outline of the individual tasks involved in preparing the assessment. We would expect to meet with City staff and representatives for the preparation of this plan.

#### Scope of Services

##### Task I: PROGRAM REVIEW AND DEVELOPMENT

1. Meet with Recreation Staff, City Staff and representatives to obtain a thorough understanding of Petoskey's existing park and recreation system and expectations for the assessment process.
2. Develop an understanding of the City's administrative structure, including Boards and Commissions; Parks and Recreation staff; current and projected budget and sources of funding; current Park and Recreation programming and participation levels; and relationships with school districts and other entities involved in Parks and Recreation.
3. Develop a detailed schedule for planning and meetings and final assessment completion.

##### Task II: INVENTORY AND ANALYSIS

1. Collect all available base data, including: existing Five Year Recreation Master Plan; City Planning and Zoning Documents; area and regional plans; base maps; park maps; trail maps; aerial photographs; natural area inventories; etc.

2. Develop a comprehensive Recreation Inventory of all the City parks and recreation facilities. Visit each site and document the existing natural features and facilities, including condition and level of use, and note possible opportunities for improvement.
  - a. Site Amenities include, but not limited to:
    - i. Playgrounds
    - ii. General fencing for type and condition
    - iii. Site seating and benches
    - iv. Waste/ recycle receptacles
  - b. Facilities and Fields include, but not limited to:
    - i. Sports Fields
    - ii. Hard Courts
  - c. Permanent structures including, but not limited to:
    - i. Pavilions
    - ii. Restrooms
    - iii. Paving
    - iv. Stairways
    - v. Trails
    - vi. Parking Lots
3. Evaluate the ADA accessibility of all parks & recreation facilities, and note necessary improvements and recommendations.
4. Provide a summary of the inventory and general conditions of the parks and all amenities. The report will include photos and other corresponding information inclusive to this project.
5. Produce a map showing the location of the existing recreational facilities within the City and a matrix summarizing the facilities provided in each location.

### Task III: ASSESSMENT DISTRIBUTION

1. Present the final Plan to the Petoskey City Council.
2. Produce 4 copies of the final plan for distribution to the City of Petoskey. Submit a CD of the plan data (including all graphics) in electronic format (PDF).





## Professional Staff

CITY OF PETOSKEY

### Capital Needs Assessment 2021

The MCSA Group, Inc. team feels the planning design and development of Park and Recreation Facilities for community use and enjoyment involves the careful synthesis of site, social and environmental factors with the principals of planning, design and engineering. We utilize effective project organization, direct client and community involvement, careful research, and creative design for every aspect of every project. This results in implementable solutions for the specific requirements of every project and client situation.

We have a team of highly qualified professionals who, by combining their individual talents, will produce plans of the highest quality and appropriateness. By providing services as a carefully coordinated team of diversely specialized professionals, we can bring the broadest perspective to the project while maintaining the highest degree of understanding of the finest details of master planning, design, engineering and implementation. This approach assures the highest degree of innovation possible for all aspects of this project.

We have performed extensive professional services for numerous large and small public and private clients throughout Michigan. This experience has involved numerous citizen advisory groups, commissions, boards, committees, councils and related administrative/directive bodies.

MCSA Group, Inc. currently has a staff of 8 Graduate Park and Recreation planning and design professionals including Architects and Landscape Architects. Tiffany Smith will be the Principal in Charge. Emaley Brusveen will assist and Melinda Whitten will also be involved. Jolanta Stecka will be the Principal in Charge of all Architectural. She will be assisted by Kathleen Waters.

Professional resumes of those individuals working on this project follows: Tiffany A. Smith, Jolanta Stecka, Melinda Whitten, Emaley Brusveen and Kathleen Waters.

Samples of the City of Novi Capital Needs Assesment (2014), Michigan Commission for the Blind Training Center (2006), the City of East Grand Rapids Playground Life Expectancy Assessment (2018), and the Village of Spring Lake Parks and Recreation Assesment Management Plan (2020) follow.



## BID TABULATION SHEET

PROJECT: Capital Needs Assessment

DATE OF OPENING: Tuesday, June 15, 2021

BIDDER	BOND	TOTAL QUOTATION	REMARKS
M.C. Smith Associates 529 Greenwood Avenue SE East Grand Rapids, MI 49506	Y N	\$18,000.00	Addenda Acknowledged Alternate Add. #1 - \$4,000 Alternate Add. #2 - \$4,000
Beckett & Raeder, Inc. 113 Howard Street Petoskey, MI 49770	Y N	\$20,500.00	Addenda Acknowledged Alternate Add. #1 - \$9,500 Alternate Add. #2 - \$7,000 Add Alternate – Sports Lighting - \$4,500 (deduct)
Prein & Newhof 3355 Evergreen Drive Grand Rapids, MI 49525	Y N	\$53,000.00	Addenda Acknowledged Alternate Add. #1 - \$7,900 Alternate Add. #2 - \$8,900



# City of Petoskey

## Agenda Memo

**BOARD:** City Council

**MEETING DATE:** July 19, 2021

**PREPARED:** July 13, 2021

**AGENDA SUBJECT:** American Recovery Plan Act (ARPA) Funds

**RECOMMENDATION:** That City Council adopt the proposed resolution

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**Background** The American Rescue Plan Act of 2021 is providing \$350 billion to states and local governments with the local government portion being \$130 billion. Of the local portion, \$65 billion dollars will go to counties and \$65 billion will go to cities. Larger cities will receive \$45.5 billion of the \$65 billion dollars and smaller cities (pop. Under 50,000) will receive the \$19.5 billion dollars. Smaller cities also known as "Non-Entitlement Units" (NEU's) within the State of Michigan will receive \$644,291,475 with the City of Petoskey's share being \$602,472.

Payment to the City will be made in two payments – the first half following submission of necessary documents and the second half one year later. The City is a prime recipient of the funds and will therefore, report to the U.S Department of Treasury and not the State of Michigan regarding the use of the funds. Eligible expenditures include the period of March 3, 2021 through December 31, 2024. Costs can be incurred by December 31, 2024, but not expended until December 31, 2026.

The first step in the process is to complete the request for funding and submit it to the Michigan Department of Treasury by July 27, 2021. The request includes:

1. Funding Election and Budget Certification Form 5751 – Michigan Department of Treasury
2. Assurance of Compliance with Civil Rights Requirement – U.S. Department of Treasury
3. Award Terms and Conditions – U.S Department of Treasury

There are four main categories for eligible expenditures, which will be discussed at a future Council meeting. The funding period covers almost three years so there is plenty of time for the City to determine where to allocate the funding.

**Action** Enclosed is a resolution accepting funding from the State of Michigan's Coronavirus Local Fiscal Recovery Fund and authorizing the City Manager to sign all necessary documents related to the funding.

at  
Enclosures





## City of Petoskey

## Resolution

WHEREAS, the American Rescue Plan Act of 2021 became law on March 10, 2021 to provide funding to State and local governmental units; and

WHEREAS, in accordance with provisions of the Act the City is required to accept the available funding and to agree to the terms and conditions included within the Act; and

NOW, THEREFORE, BE IT RESOLVED that the City of Petoskey City Council does and hereby accepts the Coronavirus Local Fiscal Recovery Funds and requests payment from the State of Michigan:

BE IT FURTHER RESOLVED that the City of Petoskey City Council does and hereby authorizes the City Manager to sign all necessary documents related to the application and to submit the application to the State of Michigan Department of Treasury.

## Coronavirus Local Fiscal Recovery Fund (CLFRF) Non-Entitlement Unit of Local Government (NEU) Funding Election and Budget Certification

Completed and signed form must be uploaded in the [ELITE System](#).

PART 1: NON-ENTITLEMENT UNIT OF LOCAL GOVERNMENT INFORMATION			
Local Unit Name <b>City of Petoskey</b>		Local Unit County Name <b>Emmet</b>	
Local Unit Municipal Code <b>24-2020</b>		Contact Email Address <b>aterry@petoskey.us</b>	
Contact Name <b>Alan Terry</b>	Contact Title <b>Director of Finance</b>	Contact Telephone Number <b>3472500</b>	Extension
PART 2: ELECTION OF CORONAVIRUS LOCAL FISCAL RECOVERY FUND (CLFRF) FUNDING			
Select one of the options below indicating the CLFRF funding option your local unit elects. The selected option will apply to both the 2021 and 2022 CLFRF funding distributions. <b>A local unit cannot change the elected option once this form is submitted to the Michigan Department of Treasury.</b>			
<input checked="" type="checkbox"/> <b>Option One:</b> NEU accepts the CLFRF funding and requests payment from the State of Michigan. Complete the remainder of the form.			
<input type="checkbox"/> <b>Option Two:</b> NEU declines the CLFRF funding allocation for the NEU and requests the funds be transferred to the State of Michigan. The NEU must complete and sign the U.S. Treasury Notice of Transferring CLFRF Funds to the State. Complete Parts 3 and 5 and skip Part 4.			
<input type="checkbox"/> <b>Option Three:</b> NEU declines the CLFRF funding by selecting neither Option One or Option Two; and therefore, the NEU's CLFRF funds will be distributed proportionately to NEUs that elected Option One. For U.S. Treasury purposes, the NEU will be classified as "non-responsive." Skip Parts 3 and 4 and complete Part 5.			
PART 3: CERTIFIED TOP-LINE BUDGET TOTAL			
An NEU that elected Option One or Option Two in Part 2 must enter the NEU's Top-Line Budget (as defined in <a href="#">Michigan Department of Treasury Numbered Letter 2021-5</a> ) as of January 27, 2020.		Top-Line Budget <b>34,114,600</b>	
PART 4: REQUIRED NOTIFICATION			
NEUs that elected Option One in Part 2, accepting the CLFRF funding, will be required to report and upload the documents below as part of the NEU's first reporting to the U.S. Treasury. The first report is due October 31, 2021.			
<ul style="list-style-type: none"><li>• Copy of signed <a href="#">Award Terms and Conditions Agreement</a></li><li>• Copy of signed <a href="#">Assurances of Compliance with Title VI of the Civil Rights Act of 1964</a></li><li>• Copy of actual budget documents validating the Top-Line Budget (as defined in Michigan Department of Treasury Numbered Letter 2021-5) amount provided to the State of Michigan in Part 3 above</li></ul>			
PART 5: CERTIFICATION			
<i>The undersigned Chief Administrative Officer, following approval by the governing board where applicable, of the local unit indicated in Part 1 hereby certifies to the Michigan Department of Treasury the following:</i>			
1) <i>The Chief Administrative Officer elected an Option in Part 2 to either accept or decline the Coronavirus Local Fiscal Recovery Fund (CLFRF) funding. <b>Acknowledges that this election is a one-time election and cannot be modified for future CLFRF distributions.</b></i>			
2) <i>The Chief Administrative Officer reviewed the federal and state guidance related to the determination and calculation of the Top-Line Budget (as defined in Michigan Department of Treasury Numbered Letter 2021-5), and certifies to the Michigan Department of Treasury that the Top-Line Budget (as defined in Michigan Department of Treasury Numbered Letter 2021-5) amount as of January 27, 2020, provided in Part 3 above, is accurate.</i>			
3) <i>The Chief Administrative Officer read the information provided in Part 4 above and acknowledges and understands the documents that will be required to be provided to the U.S. Treasury as part of the first federal reporting due October 31, 2021.</i>			
Chief Administrative Officer Signature (as defined in <a href="#">MCL 141.422b</a> )		Printed Name of Chief Administrative Officer (as defined in <a href="#">MCL 141.422b</a> ) <b>Rob Straebel</b>	
Title <b>City Manager</b>		Date <b>July 20, 2021</b>	

U.S. DEPARTMENT OF THE TREASURY  
CORONAVIRUS STATE AND LOCAL FISCAL RECOVERY FUNDS

Recipient name and address: [Recipient to provide]	DUNS Number: [Recipient to provide] Taxpayer Identification Number: [Recipient to provide] Assistance Listing Number: 21.027
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Sections 602(b) and 603(b) of the Social Security Act (the Act) as added by section 9901 of the American Rescue Plan Act, Pub. L. No. 117-2 (March 11, 2021) authorize the Department of the Treasury (Treasury) to make payments to certain recipients from the Coronavirus State Fiscal Recovery Fund and the Coronavirus Local Fiscal Recovery Fund.

Recipient hereby agrees, as a condition to receiving such payment from Treasury, to the terms attached hereto.

Recipient:

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Authorized Representative:

Title:

Date signed:

U.S. Department of the Treasury:

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Authorized Representative:

Title:

Date:

PAPERWORK REDUCTION ACT NOTICE

The information collected will be used for the U.S. Government to process requests for support. The estimated burden associated with this collection of information is 15 minutes per response. Comments concerning the accuracy of this burden estimate and suggestions for reducing this burden should be directed to the Office of Privacy, Transparency and Records, Department of the Treasury, 1500 Pennsylvania Ave., N.W., Washington, D.C. 20220. DO NOT send the form to this address. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid control number assigned by OMB.

U.S. DEPARTMENT OF THE TREASURY  
CORONAVIRUS LOCAL FISCAL RECOVERY FUND  
AWARD TERMS AND CONDITIONS

1. Use of Funds.
  - a. Recipient understands and agrees that the funds disbursed under this award may only be used in compliance with section 603(c) of the Social Security Act (the Act), Treasury's regulations implementing that section, and guidance issued by Treasury regarding the foregoing.
  - b. Recipient will determine prior to engaging in any project using this assistance that it has the institutional, managerial, and financial capability to ensure proper planning, management, and completion of such project.
2. Period of Performance. The period of performance for this award begins on the date hereof and ends on December 31, 2026. As set forth in Treasury's implementing regulations, Recipient may use award funds to cover eligible costs incurred during the period that begins on March 3, 2021, and ends on December 31, 2024.
3. Reporting. Recipient agrees to comply with any reporting obligations established by Treasury as they relate to this award.
4. Maintenance of and Access to Records
  - a. Recipient shall maintain records and financial documents sufficient to evidence compliance with section 603(c) of the Act, Treasury's regulations implementing that section, and guidance issued by Treasury regarding the foregoing.
  - b. The Treasury Office of Inspector General and the Government Accountability Office, or their authorized representatives, shall have the right of access to records (electronic and otherwise) of Recipient in order to conduct audits or other investigations.
  - c. Records shall be maintained by Recipient for a period of five (5) years after all funds have been expended or returned to Treasury, whichever is later.
5. Pre-award Costs. Pre-award costs, as defined in 2 C.F.R. § 200.458, may not be paid with funding from this award.
6. Administrative Costs. Recipient may use funds provided under this award to cover both direct and indirect costs.
7. Cost Sharing. Cost sharing or matching funds are not required to be provided by Recipient.
8. Conflicts of Interest. Recipient understands and agrees it must maintain a conflict of interest policy consistent with 2 C.F.R. § 200.318(c) and that such conflict of interest policy is applicable to each activity funded under this award. Recipient and subrecipients must disclose in writing to Treasury or the pass-through entity, as appropriate, any potential conflict of interest affecting the awarded funds in accordance with 2 C.F.R. § 200.112.

9. Compliance with Applicable Law and Regulations.

- a. Recipient agrees to comply with the requirements of section 603 of the Act, regulations adopted by Treasury pursuant to section 603(f) of the Act, and guidance issued by Treasury regarding the foregoing. Recipient also agrees to comply with all other applicable federal statutes, regulations, and executive orders, and Recipient shall provide for such compliance by other parties in any agreements it enters into with other parties relating to this award.
- b. Federal regulations applicable to this award include, without limitation, the following:
  - i. Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 C.F.R. Part 200, other than such provisions as Treasury may determine are inapplicable to this Award and subject to such exceptions as may be otherwise provided by Treasury. Subpart F – Audit Requirements of the Uniform Guidance, implementing the Single Audit Act, shall apply to this award.
  - ii. Universal Identifier and System for Award Management (SAM), 2 C.F.R. Part 25, pursuant to which the award term set forth in Appendix A to 2 C.F.R. Part 25 is hereby incorporated by reference.
  - iii. Reporting Subaward and Executive Compensation Information, 2 C.F.R. Part 170, pursuant to which the award term set forth in Appendix A to 2 C.F.R. Part 170 is hereby incorporated by reference.
  - iv. OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement), 2 C.F.R. Part 180, including the requirement to include a term or condition in all lower tier covered transactions (contracts and subcontracts described in 2 C.F.R. Part 180, subpart B) that the award is subject to 2 C.F.R. Part 180 and Treasury's implementing regulation at 31 C.F.R. Part 19.
  - v. Recipient Integrity and Performance Matters, pursuant to which the award term set forth in 2 C.F.R. Part 200, Appendix XII to Part 200 is hereby incorporated by reference.
  - vi. Governmentwide Requirements for Drug-Free Workplace, 31 C.F.R. Part 20.
  - vii. New Restrictions on Lobbying, 31 C.F.R. Part 21.
  - viii. Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. §§ 4601-4655) and implementing regulations.
  - ix. Generally applicable federal environmental laws and regulations.
- c. Statutes and regulations prohibiting discrimination applicable to this award include, without limitation, the following:
  - i. Title VI of the Civil Rights Act of 1964 (42 U.S.C. §§ 2000d et seq.) and Treasury's implementing regulations at 31 C.F.R. Part 22, which prohibit discrimination on the basis of race, color, or national origin under programs or activities receiving federal financial assistance;

- ii. The Fair Housing Act, Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§ 3601 et seq.), which prohibits discrimination in housing on the basis of race, color, religion, national origin, sex, familial status, or disability;
  - iii. Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of disability under any program or activity receiving federal financial assistance;
  - iv. The Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101 et seq.), and Treasury's implementing regulations at 31 C.F.R. Part 23, which prohibit discrimination on the basis of age in programs or activities receiving federal financial assistance; and
  - v. Title II of the Americans with Disabilities Act of 1990, as amended (42 U.S.C. §§ 12101 et seq.), which prohibits discrimination on the basis of disability under programs, activities, and services provided or made available by state and local governments or instrumentalities or agencies thereto.
10. Remedial Actions. In the event of Recipient's noncompliance with section 603 of the Act, other applicable laws, Treasury's implementing regulations, guidance, or any reporting or other program requirements, Treasury may impose additional conditions on the receipt of a subsequent tranche of future award funds, if any, or take other available remedies as set forth in 2 C.F.R. § 200.339. In the case of a violation of section 603(c) of the Act regarding the use of funds, previous payments shall be subject to recoupment as provided in section 603(e) of the Act.
11. Hatch Act. Recipient agrees to comply, as applicable, with requirements of the Hatch Act (5 U.S.C. §§ 1501-1508 and 7324-7328), which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by this federal assistance.
12. False Statements. Recipient understands that making false statements or claims in connection with this award is a violation of federal law and may result in criminal, civil, or administrative sanctions, including fines, imprisonment, civil damages and penalties, debarment from participating in federal awards or contracts, and/or any other remedy available by law.
13. Publications. Any publications produced with funds from this award must display the following language: "This project [is being] [was] supported, in whole or in part, by federal award number [enter project FAIN] awarded to [name of Recipient] by the U.S. Department of the Treasury."
14. Debts Owed the Federal Government.
- a. Any funds paid to Recipient (1) in excess of the amount to which Recipient is finally determined to be authorized to retain under the terms of this award; (2) that are determined by the Treasury Office of Inspector General to have been misused; or (3) that are determined by Treasury to be subject to a repayment obligation pursuant to section 603(e) of the Act and have not been repaid by Recipient shall constitute a debt to the federal government.
  - b. Any debts determined to be owed the federal government must be paid promptly by



Recipient. A debt is delinquent if it has not been paid by the date specified in Treasury's initial written demand for payment, unless other satisfactory arrangements have been made or if the Recipient knowingly or improperly retains funds that are a debt as defined in paragraph 14(a). Treasury will take any actions available to it to collect such a debt.

15. Disclaimer.

- a. The United States expressly disclaims any and all responsibility or liability to Recipient or third persons for the actions of Recipient or third persons resulting in death, bodily injury, property damages, or any other losses resulting in any way from the performance of this award or any other losses resulting in any way from the performance of this award or any contract, or subcontract under this award.
- b. The acceptance of this award by Recipient does not in any way establish an agency relationship between the United States and Recipient.

16. Protections for Whistleblowers.

- a. In accordance with 41 U.S.C. § 4712, Recipient may not discharge, demote, or otherwise discriminate against an employee in reprisal for disclosing to any of the list of persons or entities provided below, information that the employee reasonably believes is evidence of gross mismanagement of a federal contract or grant, a gross waste of federal funds, an abuse of authority relating to a federal contract or grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal contract (including the competition for or negotiation of a contract) or grant.
- b. The list of persons and entities referenced in the paragraph above includes the following:
  - i. A member of Congress or a representative of a committee of Congress;
  - ii. An Inspector General;
  - iii. The Government Accountability Office;
  - iv. A Treasury employee responsible for contract or grant oversight or management;
  - v. An authorized official of the Department of Justice or other law enforcement agency;
  - vi. A court or grand jury; or
  - vii. A management official or other employee of Recipient, contractor, or subcontractor who has the responsibility to investigate, discover, or address misconduct.
- c. Recipient shall inform its employees in writing of the rights and remedies provided under this section, in the predominant native language of the workforce.

17. Increasing Seat Belt Use in the United States. Pursuant to Executive Order 13043, 62 FR 19217 (Apr. 18, 1997), Recipient should encourage its contractors to adopt and enforce on-the-job seat belt policies and programs for their employees when operating company-owned, rented or personally owned vehicles.

18. Reducing Text Messaging While Driving. Pursuant to Executive Order 13513, 74 FR 51225 (Oct. 6, 2009), Recipient should encourage its employees, subrecipients, and contractors to adopt and enforce policies that ban text messaging while driving, and Recipient should establish workplace safety policies to decrease accidents caused by distracted drivers.



## **ASSURANCES OF COMPLIANCE WITH CIVIL RIGHTS REQUIREMENTS**

### **ASSURANCES OF COMPLIANCE WITH TITLE VI OF THE CIVIL RIGHTS ACT OF 1964**

As a condition of receipt of federal financial assistance from the Department of the Treasury, the recipient named below (hereinafter referred to as the "Recipient") provides the assurances stated herein. The federal financial assistance may include federal grants, loans and contracts to provide assistance to the Recipient's beneficiaries, the use or rent of Federal land or property at below market value, Federal training, a loan of Federal personnel, subsidies, and other arrangements with the intention of providing assistance. Federal financial assistance does not encompass contracts of guarantee or insurance, regulated programs, licenses, procurement contracts by the Federal government at market value, or programs that provide direct benefits.

The assurances apply to all federal financial assistance from or funds made available through the Department of the Treasury, including any assistance that the Recipient may request in the future.

The Civil Rights Restoration Act of 1987 provides that the provisions of the assurances apply to all of the operations of the Recipient's program(s) and activity(ies), so long as any portion of the Recipient's program(s) or activity(ies) is federally assisted in the manner prescribed above.

1. Recipient ensures its current and future compliance with Title VI of the Civil Rights Act of 1964, as amended, which prohibits exclusion from participation, denial of the benefits of, or subjection to discrimination under programs and activities receiving federal financial assistance, of any person in the United States on the ground of race, color, or national origin (42 U.S.C. § 2000d *et seq.*), as implemented by the Department of the Treasury Title VI regulations at 31 CFR Part 22 and other pertinent executive orders such as Executive Order 13166, directives, circulars, policies, memoranda, and/or guidance documents.
2. Recipient acknowledges that Executive Order 13166, "Improving Access to Services for Persons with Limited English Proficiency," seeks to improve access to federally assisted programs and activities for individuals who, because of national origin, have Limited English proficiency (LEP). Recipient understands that denying a person access to its programs, services, and activities because of LEP is a form of national origin discrimination prohibited under Title VI of the Civil Rights Act of 1964 and the Department of the Treasury's implementing regulations. Accordingly, Recipient shall initiate reasonable steps, or comply with the Department of the Treasury's directives, to ensure that LEP persons have meaningful access to its programs, services, and activities. Recipient understands and agrees that meaningful access may entail providing language assistance services, including oral interpretation and written translation where necessary, to ensure effective communication in the Recipient's programs, services, and activities.
3. Recipient agrees to consider the need for language services for LEP persons when Recipient develops applicable budgets and conducts programs, services, and activities. As a resource, the Department of the Treasury has published its LEP guidance at 70 FR 6067. For more information on taking reasonable steps to provide meaningful access for LEP persons, please visit <http://www.lep.gov>.

4. Recipient acknowledges and agrees that compliance with the assurances constitutes a condition of continued receipt of federal financial assistance and is binding upon Recipient and Recipient's successors, transferees, and assignees for the period in which such assistance is provided.
5. Recipient acknowledges and agrees that it must require any sub-grantees, contractors, subcontractors, successors, transferees, and assignees to comply with assurances 1-4 above, and agrees to incorporate the following language in every contract or agreement subject to Title VI and its regulations between the Recipient and the Recipient's sub-grantees, contractors, subcontractors, successors, transferees, and assignees:

*The sub-grantee, contractor, subcontractor, successor, transferee, and assignee shall comply with Title VI of the Civil Rights Act of 1964, which prohibits recipients of federal financial assistance from excluding from a program or activity, denying benefits of, or otherwise discriminating against a person on the basis of race, color, or national origin (42 U.S.C. § 2000d et seq.), as implemented by the Department of the Treasury's Title VI regulations, 31 CFR Part 22, which are herein incorporated by reference and made a part of this contract (or agreement). Title VI also includes protection to persons with "Limited English Proficiency" in any program or activity receiving federal financial assistance, 42 U.S.C. § 2000d et seq., as implemented by the Department of the Treasury's Title VI regulations, 31 CFR Part 22, and herein incorporated by reference and made a part of this contract or agreement.*

6. Recipient understands and agrees that if any real property or structure is provided or improved with the aid of federal financial assistance by the Department of the Treasury, this assurance obligates the Recipient, or in the case of a subsequent transfer, the transferee, for the period during which the real property or structure is used for a purpose for which the federal financial assistance is extended or for another purpose involving the provision of similar services or benefits. If any personal property is provided, this assurance obligates the Recipient for the period during which it retains ownership or possession of the property.
7. Recipient shall cooperate in any enforcement or compliance review activities by the Department of the Treasury of the aforementioned obligations. Enforcement may include investigation, arbitration, mediation, litigation, and monitoring of any settlement agreements that may result from these actions. The Recipient shall comply with information requests, on-site compliance reviews and reporting requirements.
8. Recipient shall maintain a complaint log and inform the Department of the Treasury of any complaints of discrimination on the grounds of race, color, or national origin, and limited English proficiency covered by Title VI of the Civil Rights Act of 1964 and implementing regulations and provide, upon request, a list of all such reviews or proceedings based on the complaint, pending or completed, including outcome. Recipient also must inform the Department of the Treasury if Recipient has received no complaints under Title VI.
9. Recipient must provide documentation of an administrative agency's or court's findings of non-compliance of Title VI and efforts to address the non-compliance, including any voluntary compliance or other

agreements between the Recipient and the administrative agency that made the finding. If the Recipient settles a case or matter alleging such discrimination, the Recipient must provide documentation of the settlement. If Recipient has not been the subject of any court or administrative agency finding of discrimination, please so state.

10. If the Recipient makes sub-awards to other agencies or other entities, the Recipient is responsible for ensuring that sub-recipients also comply with Title VI and other applicable authorities covered in this document. State agencies that make sub-awards must have in place standard grant assurances and review procedures to demonstrate that they are effectively monitoring the civil rights compliance of sub-recipients.

The United States of America has the right to seek judicial enforcement of the terms of this assurances document and nothing in this document alters or limits the federal enforcement measures that the United States may take in order to address violations of this document or applicable federal law.

Under penalty of perjury, the undersigned official(s) certifies that official(s) has read and understood the Recipient's obligations as herein described, that any information submitted in conjunction with this assurances document is accurate and complete, and that the Recipient is in compliance with the aforementioned nondiscrimination requirements.

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Recipient

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Date

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Signature of Authorized Official

#### PAPERWORK REDUCTION ACT NOTICE

The information collected will be used for the U.S. Government to process requests for support. The estimated burden associated with this collection of information is 30 minutes per response. Comments concerning the accuracy of this burden estimate and suggestions for reducing this burden should be directed to the Office of Privacy, Transparency and Records, Department of the Treasury, 1500 Pennsylvania Ave., N.W., Washington, D.C. 20220. DO NOT send the form to this address. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid control number assigned by OMB.