



Agenda
City of Charlevoix City Council Regular Meeting
Monday, October 16, 2023 - 6:00 PM
Council Chambers, 210 State Street, Charlevoix, MI

1. Pledge of Allegiance

2. Roll Call

3. Presentations

- A. Short Term Rental Program Report
Jonathan Scheel, Zoning Administrator

4. Inquiry Regarding Conflicts of Interest

5. Consent Agenda

- A. City Council Meeting Minutes - September 27, 2023 & October 2, 2023
- B. Accounts Payable and Payroll Check Registers
- C. Traverse City Dance Project Performance
- D. General Liability & Property Insurance 2023-24 Renewal

6. Public Hearings and Actions Requiring Public Hearings

- A. Public Hearing for Ordinance 841: Work in Environmental Impaired Areas
Mark Heydlauff, City Manager
- B. Public Hearing: Ordinance 842- Zoning Ordinance Amendments-Housing Related
Jonathan Scheel, Zoning Administrator
- C. Public Hearing: Ordinance 843- Rezoning Parcels
Jonathan Scheel, Zoning Administrator

7. All Other Actions and Requests

- A. Verizon Small Cell Pole Central Business District

Jonathan Scheel, Zoning Administrator
- B. 2024 City Council Goals
Mark Heydlauff, City Manager

8. Reports and Communications

- A. Public Comment
- B. City Manager's Comments

C. Mayor and Council Comments

9. Other Council Business

10. Adjourn

Persons with disabilities who need an accommodation to fully participate in these meetings should contact the City Clerk's Office at 231-547-3250 or by email clerk@charlevoixmi.gov. A 24-hour notice may be needed for certain accommodations. An attempt will be made to grant all reasonable accommodations requests.

Charlevoix City Council

Presentations

Title: Short Term Rental Program Report

Date: October 16, 2023

Presented By: Jonathan Scheel, Zoning Administrator

Background:

Annually, we report to Council on the functions of our Short-Term Rental Program. You will find the Zoning Administrator's report attached. He'll be present to discuss the program with you.

Recommendation:

Attachments:

1. October 23 STR Update Memo



MEMO

To: The Honorable Mayor and City Council

From: Jonathan Scheel, Zoning Administrator

RE: 2023 Short Term Rental Report

DATE: October 16, 2023

On Monday February 17, 2020, the Charlevoix City Council adopted Chapter 114 Short-Term Rentals. The STR program has now been in effect for three years and eight months. The ordinance stated the purpose at the time;

“The City Council has enacted this regulatory ordinance to strike a regulatory balance between the interests of community residents, business owners, visitors, and property owners. The community has different expectations for noise, occupant loads, and transient activity in its residential neighborhoods than it does in commercial, and even mixed-used zones where hotels are currently permitted. The renting of a home on a short-term basis is substantially more like a business than traditional residential use.”

Now that we have four seasons under our belt it may be time to review what’s working, what’s not working, any unintended consequences and the degree to which the program is meeting the purpose as enacted. Would we call the program a success? Below is both an administrative review of the STR program and ideas for potential policy changes to help meet all city goals in the future.

In 2019, after eight meetings with a large amount of public input, the City Council enacted a STR program to ensure that the historical need for summer rentals was balanced with protection of our neighborhoods and full-time residents. Overall, I believe it was a good ordinance with the information then available. The Council reviewed STR ordinances of other similar sized cities, similar economic conditions and specific data from Charlevoix attempting to balance the needs of everyone when drafting the current ordinance.

Data through September 2023

Total Licenses: 83 (80 regular, 3 personal)

License Wait List: 18 (6 city residents and 12 non-city residents)

Ownership: 22 City of Charlevoix; 32 Charlevoix County; 21 other parts of Michigan; 23 Out of state; 15 trusts or LLCs

Number of total units renting in peak summer: 254 (including condominiums, apartments, other zoning districts and boats in a marina; only units advertised on main STR sites are counted; most condominium hotel units are not part of this number)

This is a synopsis of the enforcement and administration of the STR Program since it began. Below each bullet point are potential changes to discuss; these changes are not necessarily recommended or advised but options to consider.

Time

- Inspections

The inspection process was difficult at best. Because of covid the original inspections were delayed at the direction of City Council. When implemented, over 90% passed easily with only minor issues (mainly smoke detectors) with the remaining units. The main issue was getting owners to commit to appointments and honoring those appointments. With over 80 STR units, having the manpower to complete all the inspections in a timely manner was another issue to resolve. The current ordinance requires an inspection every two years at an additional cost of \$150. The following is a recommended change to make the administration easier, fairer to the owners, while still producing the outcome of safe secure housing for our visitors.

- ✓ Change the scheduled number of inspections to the first year only. Staff feel that after the first inspection, the value of biennial inspections diminish greatly. Secondly, if staff feels the need for future inspections because of issues on the first inspection, the ordinance should give that authority. Lastly, if the city receives a complaint, staff should also have authority to reinspect.

- Enforcement actions

- Police

After reviewing four years of enforcement records, a pattern emerges. Most police responses have been to condominium units. That is not to say that single family homes in the R-1 and R-2 zoning districts are exempt from problems.

- ✓ Requiring an application from all STR units in the city would generate a comprehensive list to be used by the police who would know and document future problem owners.

- Zoning Administrator

Many of the problems that the zoning department faces are with parking. Occasionally we have noise complaints but those are usually police responses. Many of the complaints are “parking in front of my house” but there are a fair number of complaints of blocking driveways. We do have a few instances of existing homes that do not have off-street parking. These are turn of the century homes that are legal nonconforming and are not required to have off-street parking. When STR visitors park in front of these homes, the owner is justifiably put out.

- ✓ The City could require more off-street parking for visitors, balancing neighbors’ rights but not having STR homes with paved parking lots covering their parcels.

- Monitoring illegal units

One of the most difficult issues with the STR program is monitoring illegal units. The STR Ordinance has a cap of 80 licenses in the R-1 and R-2 districts. The city hired Host Compliance to monitor over 50 websites that serve STR rentals. Host Compliance is able to gather rental reviews and rental advertisements to report legal and illegal rentals. Many owners do not use traditional rental platforms like Facebook Marketplace or Craigslist to advertise their units, many rent year to year to the same renters and do not have to advertise. The only way to catch these is by neighbor’s complaints. With the 14-day allowed without a permit, it makes it almost

impossible to monitor. While Host Compliance picks up their rentals, I must check anyone who is renting every week to see if they have reached the 14-day max.

- ✓ Disallow 14-day rentals for any nonresident. The last four years show that out of area owners are using the 14 days as a way to rent more than allowed.
- ✓ Require any owner that wants to use the “free” 14 day rental to register and report dates of rentals.

Fairness to current and future STR licensees

- I have had numerous complaints from STR owners asking why we are inspecting their STR units for health and safety reasons and not unregulated STR units or year-round rental units. They imply that the city cares more about the visitor’s safety than the local residents.
 - ✓ Regulate all STR units outside of condominium hotels
 - ✓ Regulate all year-round rental units throughout the city (not recommended)

Year-round housing

- Current STR regulations incentivize second home ownership for non-residents. I believe one of the city’s main goals is year-round housing. Allowing unlimited rentals of up to 14 days allows second homeowners to subsidize purchasing a second home in our city. I receive calls weekly from prospective second homeowners wanting to short term rental so they can afford to purchase a home here.
- Current regulations incentivize new and old multifamily single ownership into short term rentals.
 - ✓ Regulate the R-4 Zoning District. With the recent Planning Commission recommendations to the City Council on zoning ordinance changes incentivizing multi-family housing, we do not want to see new units being turned into short term rentals instead of much needed year-round housing.
 - ✓ Add short term rental use for ADUs. Should encourage smaller STR units to help build more ADUs which add housing units to the city long term. Also, an ADU is less likely to have noise and parking issues when the owner or long-term renter is present on the property. History shows that with the turnover of STR units, it is very probable the ADUs would eventually be year-round rentals.

Charlevoix City Council

Consent Agenda

Title: City Council Meeting Minutes - September 27, 2023 & October 2, 2023

Date: October 16, 2023

Presented By:

Background:

Recommendation:

Motion to approve the minutes as presented.

Attachments:

1. City Council Work Session Meeting Minutes September 27, 2023
2. City Council Draft Meeting Minutes 10/02/2023

City of Charlevoix
City Council Work Session Minutes
Wednesday, September 27, 2023 - 6:00 PM
Council Chambers, 210 State Street, Charlevoix, MI

1. Roll Call

The meeting was called to order at 6:02 p.m. by Mayor Gennett.

Mayor: Lyle Gennett

Members Present: Shane Cole, Janet Kalbfell, Phil Parr, Richard Spring

Members Absent: Aaron Hagen, Mark Knapp

City Manager: Mark L. Heydlauff

City Clerk: Sarah J. Dvoracek

2. 2024 Goals and Planning

A. Overall City Goals and Objectives

Mark Heydlauff, City Manager

City Manager Heydlauff reviewed current goals and suggestions for future goals.

Highlights of the discussion included:

- Housing projects
- Short-term rental
- Regional issues vs. City limit issues
- Annual meetings with other boards
- Ordinances amendments
- Residents/tax payers benefits
- Charter amendments
- Environmental sustainable projects
- Capital improvement plan for parks/marina
- Increase pay for parking in beach areas
- General Fund
- Importance of infrastructure projects
- Legacy costs
- Costs of special events
- Current debt at marina

B. Future Fire Truck Replacement Strategy

Highlights of the discussion included:

- 1.8 million for a replacement ladder truck
- Charlevoix Township is in need of a new first-out truck engine
- Spec one new truck to meet both needs

- Budget issue
- Timeline is three years out
- \$300,000 set aside for a replacement truck

C. Electric Department Strategic Planning

Highlights of the discussion included:

- AMI
- Budget
- Weaknesses
- Threats
- Information provides better satisfaction to users

3. Public Comment

4. Adjourn

Mayor Gennett adjourned the meeting at 8:50 p.m.

Sarah J. Dvoracek

City Clerk

City of Charlevoix
City Council Regular Meeting Minutes
Monday, October 2, 2023 - 6:00 PM
Council Chambers, 210 State Street, Charlevoix, MI

1. Pledge of Allegiance

The meeting was called to order at 6:00 p.m. by Mayor Gennett. The Council, staff, and members of the public rose and recited the Pledge of Allegiance.

2. Roll Call

Mayor: Lyle Gennett

Members Present: Aaron Hagen, Janet Kalbfell, Mark Knapp, Phil Parr, Richard Spring

Members Absent: Shane Cole

Staff Absent: Mark L. Heydlauff

City Clerk: Sarah J. Dvoracek

3. Presentations

A. Recreation Department Fall Presentation

Kent Knorr, Recreation Director

Recreation Director Kent Knorr highlighted the Parks and Recreation Department's summer activities and events. Director Knorr answered questions from Council.

4. Inquiry Regarding Conflicts of Interest

5. Consent Agenda

Motion by Parr, seconded by Kalbfell to approve the consent agenda as presented.

Yeas: Knapp, Spring, Hagen, Parr, Kalbfell

Nays: None

Absent: Cole

Motion carried.

A. City Council Meeting Minutes - September 18, 2023

Motion to approve the minutes as presented.

B. Accounts Payable and Payroll Check Registers

Motion to approve the accounts payable and payroll check registers as presented.

Dates	Description	Amount
09/25/2023	Special Accounts Payable Run	\$72,926.81
09/29/2023	Payroll (net pay)	\$116,769.79
09/29/2023 & 10/02/2023	Payroll Transmittal Checks	\$112,621.67
10/03/2023	Regular Accounts Payable	\$299,537.81
09/18/2023-09/29/2023	ACH/WIRE Payments	\$499,736.44

09/27/2023	Special A/P Tax Disbursement	\$253,883.19
Grand Total		\$1,355,475.71
To view the entire accounts payable and payroll check registers, please Click here.		

C. MECA Safety Program for 2024-2026

Motion to approve the MECA Safety Program for 2024-2026 in the amount of \$17,900, with a cost not to exceed 5%, as presented.

D. Refusal of All Hydrant Painting Bids

Motion to reject all bids associated with the 2023 hydrant painting project and rebid project in the Spring of 2024.

E. Refuse Pick Up Contract With Little Traverse Disposal

Motion to accept the bid, as presented by Little Traverse Disposal and authorize the City Manager to sign any required documents.

6. Public Hearings and Actions Requiring Public Hearings

A. Set a Public Hearing for Ordinance Amendment-Work in Environmental Impaired Areas

Sarah Dvoracek, City Clerk

Mayor Gennett opened the item for public comment. None were heard.

Motion by Spring, seconded by Hagen to set a public hearing for Monday, October 16, 2023 at 6pm in the Council Chambers of City Hall regarding the proposed ordinance amendment to add the section Working in Environmental Impaired Areas Ordinance to the City Code.

Yeas: Knapp, Spring, Hagen, Parr, Kalbfell

Nays: None

Absent: Cole

Motion carried.

B. Set Public Hearing Zoning Ordinance Amendments-Housing Related

Sarah Dvoracek, City Clerk

Mayor Gennett opened the item for public comment. Two were heard.

Motion by Hagen, seconded by Parr to set a public hearing for Monday, October 16, 2023 at 6pm in the Council Chambers of City Hall regarding the proposed zoning ordinance amendments related to housing.

Yeas: Knapp, Spring, Hagen, Parr, Kalbfell

Nays: None

Absent: Cole

Motion carried.

C. Set Public Hearing for Rezoning

Sarah Dvoracek, City Clerk

Mayor Gennett opened the item for public comment. None were heard.

Motion by Parr, seconded by Knapp to set a public hearing for Monday, October 16, 2023 at 6pm in the Council Chambers of City Hall regarding the proposed zoning ordinance amendments related to rezoning of multiple parcels.

Yeas: Knapp, Spring, Hagen, Parr, Kalbfell

Nays: None
Absent: Cole
Motion carried.

7. All Other Actions and Requests

A. Marina Rules and Regulations

Kent Knorr, Recreation Director

Mayor Gennett opened the item for public comment. None were heard.

Motion by Spring, seconded by Hagen to approve the Marina Rules and Regulations as presented.

Yeas: Knapp, Spring, Hagen, Parr, Kalbfell

Nays: None

Absent: Cole

Motion carried.

Mayor Gennett opened the item for public comment. None were heard.

Motion by Parr, seconded by Hagen to approve the Marina Event Policy and application as presented.

Yeas: Knapp, Spring, Hagen, Parr, Kalbfell

Nays: None

Absent: Cole

Motion carried.

B. Marina Fees and Rates

Kent Knorr, Recreation Director

Mayor Gennett opened the item for public comment. None were heard.

Motion by Spring, seconded by Hagen to approve the 2024 fees for the Marina as presented.

Yeas: Knapp, Spring, Hagen Parr, Kalbfell

Nays: None

Absent: Cole

Motion carried.

Mayor Gennett opened the item for public comment. None were heard.

Motion by Parr, seconded by Spring to increase the number of 45 day stay slips from 12 to 15.

Yeas: Knapp, Spring, Hagen, Parr, Kalbfell

Nays: None

Absent: Cole

Motion carried.

C. Golf Fees and Rates

Kent Knorr, Recreation Director

Mayor Gennett opened the item for public comment. None were heard.

Motion by Hagen, seconded by Kalbfell to approve rates and fees for the Charlevoix Golf Club as presented.

Yeas: Knapp, Spring, Hagen, Parr, Kalbfell

Nays: None

Absent: Cole

Motion carried.

D. Early Voting Site Agreement with Charlevoix County

Sarah Dvoracek, City Clerk

Mayor Gennett opened the item for public comment. One was heard.

Motion by Kalbfell, seconded by Spring to approve the early voting site agreements for Ward 1, 2, and 3 with Charlevoix County.

Yeas: Knapp, Spring, Hagen, Parr, Kalbfell

Nays: None

Absent: Cole

Motion carried.

E. Temporary Easement for Environmental Remediation

Sarah Dvoracek, City Clerk

Mayor Gennett opened the item for public comment. None were heard.

Motion by Parr, seconded by Spring to sell and grant to the United States of America and its assigns, for the amount of \$23,100 Dollars, a temporary work easement on McLeod Place, Newman Street and Grant Street, which is City property, for the purposes of conducting remediation and authorize the City Manager to execute the temporary work easement along with all other closing documents to effectuate the temporary transfer of this City property to the United States.

Yeas: Knapp, Spring, Hagen, Parr, Kalbfell

Nays: None

Absent: Cole

Motion carried.

Mayor Gennett opened the item for public comment. None were heard.

Motion by Parr, seconded by Hagen to designate the received funds of \$23,100 to the Infrastructure Improvement Fund.

Yeas: Knapp, Spring, Hagen, Parr, Kalbfell

Nays: None

Absent: Cole

Motion carried.

8. Reports and Communications

A. Public Comment

- Linda Yarrow voiced her concerns about the citizens' initiative proposals on the November ballot
- David Nedwick voiced his concerns about the citizens' initiative proposals on the

November ballot

- Shirley Roloff voiced her concerns about the citizens' initiative proposals on the November ballot
- Shirley Gibson commented on City Manager Heydlauff's absence
- Denny McDermott thanked the City Council for their support

B. City Manager's Comments

C. Mayor and Council Comments

- Council thanked the audience for attending the meeting

9. Other Council Business

10. Adjourn

Mayor Gennett adjourned the meeting at 7:30 p.m.

Sarah J. Dvoracek

City Clerk

Lyle Gennett

Mayor

Charlevoix City Council

Consent Agenda

Title: Accounts Payable and Payroll Check Registers

Date: October 16, 2023

Presented By:

Background:

Recommendation:

Motion to approve the accounts payable and payroll check registers as presented.

Attachments:

1. Check Registers 10-16-23 Agenda

Check Number	Payee	Amount
10/04/2023		
140740	HARTFORD, THE	2,421.90
Total 10/04/2023:		2,421.90
Grand Totals:		2,421.90

Summary of Check Registers & ACH Payments

HUNTINGTON NATIONAL BANK - CHECKS ISSUED

10/04/23	Special Accounts Payable Run	\$ 2,421.90
10/13/23	Payroll (net pay)	\$ 119,828.22
10/13/23	Payroll Transmittal Checks	\$ 5,997.87
10/17/23	Regular Accounts Payable	\$ 496,623.91

Checks Sub-Total: \$ 624,871.90

HUNTINGTON NATIONAL BANK - ACH/WIRE PAYMENTS

09/29/23	Neofunds by Neopost	\$ 100.00
10/02/23	MI Public Power Agency	\$ 11,797.20
10/03/23	AMG Payment Solutions	\$ 738.61
10/03/23	Payment Service Network Inc	\$ 251.20
10/10/23	DTE Energy	\$ 2,665.97
10/10/23	MI Public Power Agency	\$ 13,342.26
10/10/23	State of MI (Sales Tax)	\$ 34,036.17
10/13/23	IRS (Payroll Tax Deposit)	\$ 43,372.59
10/13/23	Alerus Financial (HCSP)	\$ 558.00
10/13/23	Vantagepoint (401 Plan)	\$ 1,094.68
10/13/23	Vantagepoint (457 Plan)	\$ 20,372.68
10/13/23	Vantagepoint (Roth IRA)	\$ 1,170.76
10/13/23	State of MI (Withholding Tax)	\$ 6,333.80

ACH Sub-Total: \$ 135,833.92

Huntington National Bank Total: \$ 760,705.82

CHARLEVOIX STATE BANK - CHECKS ISSUED

(PROPERTY TAX DISBURSEMENT TO VARIOUS TAXING AUTHORITIES)

10/12/23	Special A/P Tax Disbursement	\$ 95,886.34
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Charlevoix State Bank Total: \$ 95,886.34

Grand Total: \$ 856,592.16

APPROVED:



CITY MANAGER

CITY TREASURER



CITY CLERK

M = Manual Check, V = Void Check

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Emp ID	Description	Amount
10/07/2023	PC	10/13/2023	38322	GENNETT, LYLE E.	49		889.80
10/07/2023	PC	10/13/2023	38323	COLE, SHANE D.	50		535.63
10/07/2023	PC	10/13/2023	38324	HAGEN, AARON W.	56		778.04
10/07/2023	PC	10/13/2023	38325	KALBFELL, JANET P.	58		835.77
10/07/2023	PC	10/13/2023	38326	PARR, PHILIP M.	61		577.05
10/07/2023	PC	10/13/2023	38327	KNAPP, MARK D.	62		533.01
10/07/2023	PC	10/13/2023	38328	SPRING, RICHARD C.	63		499.96
10/07/2023	PC	10/13/2023	38329	HEYDLAUFF, MARK L.	102		3,779.62
10/07/2023	PC	10/13/2023	38330	DVORACEK, SARAH J.	105		2,237.64
10/07/2023	PC	10/13/2023	38331	DEROSIA, PATRICIA E.	107		879.57
10/07/2023	PC	10/13/2023	38332	DOTSON, LINDSEY J.	109		2,243.27
10/07/2023	PC	10/13/2023	38333	KLOOSTER, ALIDA K.	121		2,426.99
10/07/2023	PC	10/13/2023	38334	BARNEVELD, RICHELLE	123		1,282.83
10/07/2023	PC	10/13/2023	38335	SCHULZ, GINNY L.	125		1,560.72
10/07/2023	PC	10/13/2023	38336	BRADLEY, KATHLEEN R.	126		2,043.27
10/07/2023	PC	10/13/2023	38337	MILLER, FAITH G.	142		351.96
10/07/2023	PC	10/13/2023	38338	MCGINN, KELLY A.	146		2,704.46
10/07/2023	PC	10/13/2023	38339	SCHEEL, JONATHAN D.	149		2,269.02
10/07/2023	PC	10/13/2023	38340	MCDONNELL, JILL L.	202		2,712.40
10/07/2023	PC	10/13/2023	38341	SCHOLEY, ROBERT W.	204		2,006.21
10/07/2023	PC	10/13/2023	38342	UMULIS, MATTHEW T.	205		1,403.44
10/07/2023	PC	10/13/2023	38343	ORBAN, BARBARA K.	209		1,275.52
10/07/2023	PC	10/13/2023	38344	RILEY, DENISE M.	213		557.65
10/07/2023	PC	10/13/2023	38345	MUNK, CHRISTOPHER J.	215		1,285.01
10/07/2023	PC	10/13/2023	38346	CHRISTIENSEN, BRIAN D	218		1,599.48
10/07/2023	PC	10/13/2023	38347	YOUNG, KRISTEN L.	230		1,922.04
10/07/2023	PC	10/13/2023	38348	CONWAY, PATRICK G.	239		47.14
10/07/2023	PC	10/13/2023	38349	BINGHAM, LARRY E.	240		129.52
10/07/2023	PC	10/13/2023	38350	MACGILLIVRAY, ROGER	244		59.10
10/07/2023	PC	10/13/2023	38351	DOTSON, WILLIAM R.	249		690.57
10/07/2023	PC	10/13/2023	38352	WURST, RANDALL W.	411		1,770.64
10/07/2023	PC	10/13/2023	38353	HILLING, NICHOLAS A.	413		1,642.50
10/07/2023	PC	10/13/2023	38354	MEIER III, CHARLES A.	421		1,535.58
10/07/2023	PC	10/13/2023	38355	ZACHARIAS, STEVEN B.	422		1,730.48
10/07/2023	PC	10/13/2023	38356	NEWMAN, MARK J.	424		1,677.30
10/07/2023	PC	10/13/2023	38357	LOUGHMILLER, JOHN A.	425		2,024.59
10/07/2023	PC	10/13/2023	38358	GRIFFITH, JOHN J.	500		2,526.09
10/07/2023	PC	10/13/2023	38359	EATON, BRAD A.	515		2,742.19
10/07/2023	PC	10/13/2023	38360	WILSON, TIMOTHY J.	516		3,759.44
10/07/2023	PC	10/13/2023	38361	LAVOIE, RICHARD L.	519		2,587.44
10/07/2023	PC	10/13/2023	38362	STEVENS, BRANDON C.	521		2,991.36
10/07/2023	PC	10/13/2023	38363	WHITLEY, ANDREW T.	522		2,965.82
10/07/2023	PC	10/13/2023	38364	FARRELL, MITCHELL L.	524		2,339.08
10/07/2023	PC	10/13/2023	38365	ANDERSON, ELIZABETH	526		1,400.89
10/07/2023	PC	10/13/2023	38366	KENWABIKISE, DAVID L.	528		1,257.30
10/07/2023	PC	10/13/2023	38367	ELLIOTT, PATRICK M.	600		3,201.08
10/07/2023	PC	10/13/2023	38368	MORRISON, KEVIN P.	601		1,307.81
10/07/2023	PC	10/13/2023	38369	SCHWARTZFISHER, JOS	603		1,578.04
10/07/2023	PC	10/13/2023	38370	BRADLEY, KELLY R.	614		1,660.06
10/07/2023	PC	10/13/2023	38371	HART II, DELBERT W.	616		1,555.67
10/07/2023	PC	10/13/2023	38372	JONES, ROBERT F.	618		1,388.65
10/07/2023	PC	10/13/2023	38373	THORP JR, WILLIAM D.	623		1,388.78
10/07/2023	PC	10/13/2023	38374	LEITNER, RYAN S.	624		1,439.48
10/07/2023	PC	10/13/2023	38375	NOWKA, STEPHEN P.	626		1,613.14
10/07/2023	PC	10/13/2023	38376	REID, ROB A.	632		1,317.34
10/07/2023	PC	10/13/2023	38377	DORAN, JUSTIN J.	634		2,378.61
10/07/2023	PC	10/13/2023	38378	NEDWICK, DAVID J.	642		658.24

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Emp ID	Description	Amount
10/07/2023	PC	10/13/2023	38379	FINNERTY, HOLLY E.	669		1,177.73
10/07/2023	PC	10/13/2023	38380	POIROT, KENNETH R.	673		994.41
10/07/2023	PC	10/13/2023	38381	VENTZKE, COLE C.	674		1,028.20
10/07/2023	PC	10/13/2023	38382	WILSON, GARRETT L.	687		765.00
10/07/2023	PC	10/13/2023	38383	CRANDELL, ZACKARY R.	691		626.62
10/07/2023	PC	10/13/2023	38384	RABIDEAU, JACOB L.	696		980.63
10/07/2023	PC	10/13/2023	38385	BORTHS, MICHAEL J.	698		842.89
10/07/2023	PC	10/13/2023	38386	KNORR, KENT J.	700		2,223.43
10/07/2023	PC	10/13/2023	38387	ANZELL, BETH A.	702		1,546.17
10/07/2023	PC	10/13/2023	38388	STEBE, LAURA A.	703		51.94
10/07/2023	PC	10/13/2023	38389	STEWART, SPENCER P.	720		531.25
10/07/2023	PC	10/13/2023	38390	MCDERMOTT, DENNIS J.	732		2,046.05
10/07/2023	PC	10/13/2023	38391	JASURDA, DONALD J.	748		292.44
10/07/2023	PC	10/13/2023	38392	WHITE III, MARCUS W.	754		1,030.03
10/07/2023	PC	10/13/2023	38393	CUNNINGHAM, ABIGAIL A.	759		241.41
10/07/2023	PC	10/13/2023	38394	ELGART, SARAH N.	769		51.72
10/07/2023	PC	10/13/2023	38395	PHILP, DAVAYAH A.	781		192.07
10/07/2023	PC	10/13/2023	38396	DRENTH, DOUGLAS A.	838		1,089.67
10/07/2023	PC	10/13/2023	38397	GILL, DAVID R.	856		930.07
10/07/2023	PC	10/13/2023	38398	LABLANCE, MAUREEN J.	863		272.24
10/07/2023	PC	10/13/2023	38399	LIVINGSTON, BRIAN D.	866		2,135.26
10/07/2023	PC	10/13/2023	38400	KLOOSTER, PATRICK H.	868		610.90
10/07/2023	PC	10/13/2023	38401	DIETRICH, ARLENE M.	871		29.56
10/07/2023	PC	10/13/2023	38402	PETROSKY, TIMOTHY D.	874		42.28
10/07/2023	PC	10/13/2023	38403	CUDD, ROBERT M.	875		597.86
10/07/2023	PC	10/13/2023	38404	EWALT, BRIAN W.	901		2,248.37
10/07/2023	PC	10/13/2023	38405	OLIVER, GRANT T.	915		1,137.27
10/07/2023	PC	10/13/2023	38406	POSTMUS, ANTHONY H.	916		1,199.56
10/07/2023	PC	10/13/2023	38407	DOUGLAS, MARK	935		1,274.12
10/07/2023	PC	10/13/2023	38408	FRATRICK, JOSEPH W.	940		785.59
10/07/2023	PC	10/13/2023	140741	COX, RONALD L.	869		299.19
Grand Totals:			88				119,828.22



Report Criteria:

Computed checks included
Manual checks included
Supplemental checks included
Termination checks included
Void checks included

Pay Period Date	Check Issue Date	Check Number	Payee	Emp ID	Description	Amount
10/07/2023	10/13/2023	140742	COMMUNICATION WORK	9004	CWA UNION DUES Pay Period:	641.14
10/07/2023	10/13/2023	140743	4FRONT CREDIT UNION	9024	HSA-EMPLOYEE CONTRIB-4FR	1,130.58
10/07/2023	10/13/2023	140744	AMERICAN FAMILY LIFE	9011	AMERICAN FAMILY LIFE-POST T	69.80
10/07/2023	10/13/2023	140744	AMERICAN FAMILY LIFE	9011	AMERICAN FAMILY LIFE-PRETA	390.05
10/07/2023	10/13/2023	140745	CHARLEVOIX STATE BAN	9017	HSA - EMPLOYEE CONTRIB - C	1,500.00
10/07/2023	10/13/2023	140746	FOPLC	9039	FOPLC UNION DUES Pay Perio	156.00
10/07/2023	10/13/2023	140747	MI STATE DISBURSEMEN	9012	FRIEND OF THE COURT Pay Pe	116.55
10/07/2023	10/13/2023	140748	PRIORITY HEALTH	392358	PRIORITY HEALTH Pay Period:	1,605.44
10/07/2023	10/13/2023	140749	THE HARTFORD	9035	LIFE - VOLUNTARY Pay Period:	293.22
10/07/2023	10/13/2023	140749	THE HARTFORD	9035	SPOUSE LIFE Pay Period: 10/7/	49.76
10/07/2023	10/13/2023	140749	THE HARTFORD	9035	CHILD LIFE Pay Period: 10/7/20	9.58
10/07/2023	10/13/2023	140749	THE HARTFORD	9035	AD&D - VOLUNTARY Pay Period	26.89
10/07/2023	10/13/2023	140749	THE HARTFORD	9035	SPOUSE AD&D Pay Period: 10/7	4.81
10/07/2023	10/13/2023	140749	THE HARTFORD	9035	CHILD AD&D Pay Period: 10/7/2	4.05
Grand Totals:		14				5,997.87



Check Number	Payee	Amount
10/17/2023		
140750	AB TOOLS LLC	47.19
140751	ACE HARDWARE	3,117.29
140752	ALL-PHASE ELECTRIC SUPPLY CO	394.72
140753	AMAZON CAPITAL SERVICES	1,526.66
140754	AMERICAN TOTAL SECURITY INC	1,979.77
140755	APX INC	32.75
140756	ART'S AUTO & TRUCK PARTS	255.83
140757	AT YOUR SERVICE PLUS INC	280.00
140758	AUTO-WARES GROUP	796.05
140759	AVFUEL CORPORATION	37,469.83
140760	CDW GOVERNMENT	170.99
140761	CHARLEVOIX APARTMENTS	62.40
140762	CHARLEVOIX SCREEN MASTERS INC	35.00
140763	CHARLEVOIX SEWER & DRAIN	200.00
140764	CHARLEVOIX TOWNSHIP TREASURE	75.41
140765	CINTAS	146.31
140766	CITY OF CHARLEVOIX - UTILITIES	68,230.60
140767	CONWAY PROFESSIONAL SERVICES	6,650.00
140768	CROSS III, JOHN H	7,000.00
140769	DETROIT PUMP & MFG CO	6,624.08
140770	DHASELEER EVENTS BARN	477.00
140771	DIONNE FARMS	145.00
140772	DROST LANDSCAPE	520.00
140773	EDGEWATER RESOURCES LLC	4,782.50
140774	ELLSWORTH FARMERS EXCHANGE	1,564.56
140775	FAITH LAWN AND PROPERTY MAINTENANCE	7,687.50
140776	FAMILY FARM AND HOME	360.25
140777	FARMER WHITE'S	349.00
140778	FARRELL, MITCHELL L.	338.72
140779	FERGUSON & CHAMBERLAIN	1,780.00
140780	FREEDOM MAILING SERVICES INC	2,687.47
140781	GATEHOUSE MEDIA MICHIGAN HOLDINGS	222.92
140782	GENNETT, LYLE E.	305.23
140783	GERBER'S HOMEMADE SWEETS	101.00
140784	GFL ENVIRONMENTAL	145.80
140785	GINOP SALES INC	41,900.00
140786	GORDON FOOD SERVICE	10.78
140787	GRAINGER	224.64
140788	GRAND TRAVERSE CONSTRUCTION	14,739.39
140789	GRAND TRAVERSE GARAGE DOOR CO	785.65
140790	GRIFFITH, JOHN J	569.85
140791	HACH COMPANY	1,209.89
140792	HAMPTON, JANICE	143.31
140793	HEYDLAUFF, MARK L.	766.20
140794	HUGHES, LAURIE	134.00
140795	HYDROCORP	2,077.00
140796	INTEGRITY BUSINESS SOLUTIONS	78.29
140797	IPS GROUP INC	3,384.95

Check Number	Payee	Amount
140798	JACK DOHENY COMPANY	1,244.75
140799	JCD SALES & SERVICE LLC	107.25
140800	JOHN E GREEN COMPANY	625.00
140801	JOHNSON, REBECCA	100.00
140802	JORDANS CRAFT TEAS LLC	100.00
140803	KERR PUMP & SUPPLY	6,640.00
140804	KRAFT BUSINESS SYSTEMS	299.00
140805	KSS ENTERPRISES	460.40
140806	LAKESHORE TIRE & AUTO SERVICE	102.90
140807	LAKEVIEW DENTISTRY	167.48
140808	LEITNER, RYAN S.	352.52
140809	LITTLE TRAVERSE DISPOSAL LLC	30,321.99
140810	LIVINGSTON, BRIAN D.	252.00
140811	MANTHEI CONSTRUCTION	7,779.03
140812	MCCARDEL CULLIGAN WATER COND	55.50
140813	METAL HEAD WELDING LLC	1,200.00
140814	MICHIGAN MUNICIPAL LEAGUE	148.38
140815	MIKE'S MUSTARD	38.00
140816	MUNICIPAL UNDERWRITERS OF MICH	144,732.00
140817	NAVIA BENEFIT SOLUTIONS	100.00
140818	NMSMC OF CHARLEVOIX	128.25
140819	NORTHERN LIGHTS FAMILY OUTFITT	9,220.00
140820	NUCO2 LLC	245.19
140821	OLESON'S FOOD STORES	31.24
140822	ON DUTY GEAR LLC	171.98
140823	O'REILLY AUTOMOTIVE INC	24.99
140824	PENINSULA FIBER NETWORK LLC	470.00
140825	POLETECTOR	382.61
140826	POWER LINE SUPPLY	13,423.55
140827	POWER SYSTEM ENGINEERING INC	5,835.00
140828	POWERPLAN	863.97
140829	PREMIER POWER MAINTENANCE	24,257.52
140830	PRESTON FEATHER	2,680.58
140831	RESOLUTION G2 LLC	5,520.00
140832	REVOLUTION BIKE LLC	440.15
140833	RINGLE, DAVID	62.08
140834	SCHULZ, GINNY	352.52
140835	SPARTAN STORES LLC	97.18
140836	SUMMIT FIRE PROTECTION CO	362.00
140837	SWEET MARIA'S LLC	328.00
140838	TARZWELL, SHERRI	77.15
140839	TELE-RAD INC	267.50
140840	TELNET WORLDWIDE	169.44
140841	THE TROPHY CASE	276.00
140842	THRU GLASS CLEANING CO	2,636.05
140843	TILLIE'S TAFEL	76.00
140844	TRACE ANALYTICAL LABORATORIES I	408.00
140845	TRANSUNION RISK AND ALTERNATIV	75.00
140846	TRI TURF SOILS INC	1,333.08

Check Number	Payee	Amount
140847	UNIFIRST CORPORATION	844.48
140848	USABUEBOOK	479.10
140849	UTILITY FINANCIAL SOLUTIONS	3,123.75
140850	VILLAGE GRAPHICS INC	90.85
140851	WALGREENS #12508	1,000.00
140852	WILBERT BURIAL VAULT CO	781.44
140853	WURST, RANDALL W.	57.64
140854	ZIXCORP	2,619.64
Total 10/17/2023:		496,623.91
Grand Totals:		496,623.91

Check Number	Payee	Amount
09/29/2023		
92923008	NEOFUNDS BY NEOPOST	100.00
Total 09/29/2023:		100.00
Grand Totals:		100.00

Check Number	Payee	Amount
10/02/2023		
100223001	MICHIGAN PUBLIC POWER AGENCY	11,797.20
Total 10/02/2023:		11,797.20
Grand Totals:		11,797.20

Check Number	Payee	Amount
10/03/2023		
100323001	AMG PAYMENT SOLUTIONS	738.61
100323002	PAYMENT SERVICE NETWORK INC.	251.20
Total 10/03/2023:		989.81
Grand Totals:		989.81

Check Number	Payee	Amount
10/10/2023		
101023001	DTE ENERGY	2,665.97
101023002	MICHIGAN PUBLIC POWER AGENCY	13,342.26
101023003	STATE OF MICHIGAN	34,036.17
Total 10/10/2023:		50,044.40
Grand Totals:		50,044.40

Check Issue Date	Check Number	Payee	Amount
101323001			
10/13/2023	10132300	**EFTPS* Payroll Taxes	11,289.17
10/13/2023	10132300	**EFTPS* Payroll Taxes	11,289.17
10/13/2023	10132300	**EFTPS* Payroll Taxes	2,640.19
10/13/2023	10132300	**EFTPS* Payroll Taxes	2,640.19
10/13/2023	10132300	**EFTPS* Payroll Taxes	15,513.87
Total 101323001:			
	5		43,372.59
101323002			
10/13/2023	10132300	Alerus Financial	558.00
Total 101323002:			
	1		558.00
101323003			
10/13/2023	10132300	MissionSquare - 401 Plan 109153	1,094.68
Total 101323003:			
	1		1,094.68
101323004			
10/13/2023	10132300	MissionSquare - 457 Plan 300959	4,571.00
10/13/2023	10132300	MissionSquare - 457 Plan 300959	2,615.43
10/13/2023	10132300	MissionSquare - 457 Plan 300959	4,636.53
10/13/2023	10132300	MissionSquare - 457 Plan 300959	8,549.72
Total 101323004:			
	4		20,372.68
101323005			
10/13/2023	10132300	MissionSquare - Roth IRA 706117	1,170.76
Total 101323005:			
	1		1,170.76
101323006			
10/13/2023	10132300	STATE OF MICHIGAN	6,333.80
Total 101323006:			
	1		6,333.80
Grand Totals:			
	13		72,902.51



Check Number	Payee	Amount
10/12/2023		
4036	CHARLEVOIX COUNTY TREASURER	24,996.06
4037	CHARLEVOIX PUBLIC SCHOOLS	43,075.24
4038	CITY OF CHARLEVOIX - TAXES DUE	27,815.04
Total 10/12/2023:		95,886.34
Grand Totals:		95,886.34

CHECKS DRAWN ON CHARLEVOIX STATE BANK ACCOUNT

Charlevoix City Council

Consent Agenda

Title: Traverse City Dance Project Performance

Date: October 16, 2023

Presented By:

Background:

The Traverse City Dance Project has requested the use of the Odmark Pavilion on July 31, 2024 for a community performance. They would like to reserve the pavilion from 9:00 am to 9:30 pm. Live music will be performed from 6:00 pm to 7:00 pm, with the dance show from 7:00 pm to 8:15 pm. They will bring their own equipment and crew to set up and tear down. They are not requesting any support from the City. This group was part of the Live on the Lake series last year, but the 2024 schedule was booked before they contacted us.

Recommendation:

Motion to approve the use of the Odmark Pavilion on 7/31/24 for the Traverse City Dance Project performance.

Attachments:

None

Charlevoix City Council

Consent Agenda

Title: General Liability & Property Insurance 2023-24 Renewal

Date: October 16, 2023

Presented By:

Background:

The City has received its renewal quote for its general liability and property insurance policy with the Michigan Township Participating Plan (PAR Plan) for the year beginning November 1, 2023. Michigan Township Participating Plan also provides our Cyber Liability Insurance.

The invoice is for \$144,132.00. This is approximately a 6% increase over the final premium of \$135,440.00 for last year. With the 2023 dividend of \$2,194.00, this rate increase is reduced to 4.7%.

The City of Charlevoix has also received Par Plan grants for the Police Department, which ultimately would reduce the percentage increase to a break-even point.

Recommendation:

Motion to approve the renewal of the City's general liability and property insurance policy and Cyber liability insurance with the Michigan Township Participating Plan for \$144,132.00 for one year (November 1, 2023 - October 31, 2024).

Attachments:

1. City of Charlevoix Insurance Renewal 2023-24

Municipal Underwriters of West MI
4171 Wolverine Drive
Williamsburg, MI 49690
Toll Free 888-883-6391
Local 231-421-5008

October 9, 2023

Kelly McGinn, Treasurer
City of Cheboygan
210 State Street
Charlevoix, MI

Dear Kelly:

Enclosed you will find a Summary of Coverage's and invoice **for the City of Charlevoix's** insurance renewal through the **Michigan Township Par Plan**. The renewal date is **11/01/2023**.

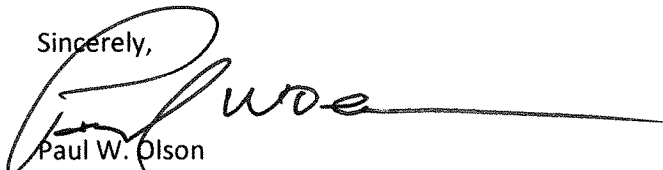
Presently, the structure of the Par Plan is better than ever, consisting of US Specialty Insurance Company. US Specialty Insurance Company's operating strategy is based on prudent capital management, and specializes in insuring specialty market business like the Michigan Township Participating Plan's program.

The Michigan Township Par Plan Grant Program is also available to all members, to date, **\$2,200,000** has been provided back to our members for the grant program. I am pleased to announce that your 2023 dividend was **\$ 2,194.00**.

The quoted premium is **\$144,132.00**. **Blanket Property values have been increased 16% at an annual cost of \$5,589.00**. This is an increase of 7% over last year's ending premium of **\$135,440.00**. The increase is driven by a number of factors market conditions, social inflation, substantially increasing reinsurance costs, and increased loss costs. This past year in the United States storm damage has accounted for **\$90,000,000,000** in losses which is effecting the reinsurance placement market and making premiums rise.

If you have any questions regarding your insurance coverage's, please do not hesitate to contact me at **888-883-6391**. Your continued confidence of the Michigan Township Participating Plan is appreciated. It's been a privilege to have served **the City of Charlevoix's** insurance needs for the past **13 years**. **Your business is appreciated and important.**

Sincerely,



Paul W. Olson
Regional Risk Manager
MUWM

Municipal Underwriters of West MI Inc.

4171 Wolverine Drive
Williamsburg, MI 49690
888-883-6391
polson76@charter.net

Invoice

Date	Invoice #
10/9/2023	4595

Bill To
City of Charlevoix 210 State Street Charlevoix, MI 49720

Account #	Policy Number
	M22MTP80129-06

Effective Date	Expiration Date	Insurance Company	Type of Coverage	Charge
11/1/2023	11/01/2024	Michigan Township Par Plan	Package Plan	144,132.00

YOUR POLICY IS IN FULL FORCE AND PAYABLE ON EFFECTIVE DATE. IF NOT WANTED, PLEASE RETURN IMMEDIATELY.

Total	\$144,132.00
Payments/Credits	\$0.00
Balance Due	\$144,132.00

Fax #
231-421-3509

**MICHIGAN
TOWNSHIP
PARTICIPATING
PLAN**

SUMMARY OF COVERAGES

FOR

City of Charlevoix 2022-2023

Presented By:
PAUL OLSON- RISK MANAGER

I. COMPREHENSIVE MUNICIPAL LIABILITY COVERAGE:*

Limit of Liability Per Occurrence	\$ 5,000,000
Limit of Liability Per Aggregate	\$ No Aggregate
Deductible	\$ 0

ADDITIONAL INSURED:

1. **Any** member of the governing body of the Named Insured
2. **Any** member of boards or commissions of the Named Insured
3. **Any** elected or appointed official of the Named Insured
4. **Any** employee of the Named Insured – Including **Contracted Assessor**
5. **Any** volunteer

ADDITIONAL INCLUDED COVERAGES:

1. Public Officials **RESIDENCE AND PLACE OF EMPLOYMENT**
2. Premises Medical Payments - \$10,000 Limit
3. Host Liquor Law Liability
4. Special Events Liability - Fireworks Liability by Endorsement
5. Governmental Professional Malpractice Liability
6. Incidental Medical Malpractice Liability
7. Cemetery Professional Liability
8. Sewer Back Up Liability- \$100,000
9. Employee Benefit Liability. \$1,000,000/\$3,000,000
10. Extended Bodily Injury and Property Damage Liability
11. Completed Operations
12. Property Legal Liability - \$500,000 Limit
13. Premises and Operations
14. Care, Custody and Control Coverage - \$25,000 per occurrence
15. Explosion, Collapse and Underground (exclusions deleted)
16. Vicarious Liability
17. Fellow Member Liability
18. Governmental Tort Immunity Waiver
19. Non-Owned and Hired auto liability coverage
20. Non-Owned and Owned Watercraft Liability-under 26'in length
21. Personal Injury Protection Includes:
 - A. FALSE ARREST, DETENTION OR IMPRISONMENT
 - B. MALICIOUS PROSECUTION
 - C. WRONGFUL ENTRY OR EVICTION OR OTHER INVASION OF THE RIGHT OF PRIVATE OCCUPANCY
 - D. LIBEL, SLANDER, ORAL OR WRITTEN PUBLICATION
 - E. MENTAL ANGUISH & MENTAL INJURY

**PUBLIC OFFICIALS WRONGFUL ACT LIABILITY
(Errors & Omissions)**

Limit of Liability Per Occurrence:	\$ 5,000,000
Limit of Liability Aggregate:	\$ No Aggregate
Deductible:	\$ 0

The following are areas of exposure to public officials and employees, which most generally are covered by a legal liability policy:

1. A decision or opinion of the municipal board
2. A decision or opinion of the fire & ambulance department
3. A decision or opinion of the zoning or planning board and zoning board of appeals
4. Restrictive Use Sublimit (\$100,000) Suits for Loss resulting from the Insured controlling or restricting the use of private property, while not taking legal ownership of said property, we will cover such claims or suits subject to the Sublimit.
5. Decisions or opinions of Building, Electrical, Plumbing Inspectors and Contracted Assessors
6. Alleged negligence or incompetence on the part of any public official or employee including the failure to carry out duties.
7. Accusations regarding mismanagement of municipal owned assets
8. Inadequate supervision of voter registration & elections
9. Improper hiring or firing of employees
10. Failure to check auditing & accounting practices
11. Violation of Civil Rights: Civil Rights are defined as "means the deprivation of any rights, privileges, or immunities secured by the Constitution and laws, including discrimination based upon religion, race, color, national origin, age, gender (including sexual harassment, unwelcome sexual advance, request for sexual favors, and other verbal or physical conduct or communication of a sexual nature), height, weight, disability, or marital status"
12. Back Wages- \$25,000 per person
13. Non-Monetary Defense Coverage \$25,000/\$50,000

Note: Failure of assured to provide or maintain valid insurance policies is not a covered exposure.

II. FLEET LIABILITY COVERAGE:

LIMITS

A. Bodily Injury & Property Damage [CSL]	\$ 5,000,000
B. Personal Injury Protection	Unlimited
C. Personal Property Insurance	\$ 5,000,000
D. Uninsured Motorists	\$ 5,000,000
E. Non-owned & Hired Auto Liability	\$ 5,000,000
F. Mini-Tort Liability	\$ Included
G. Underinsured Motorists	\$ 100,000

III. FLEET PROPERTY COVERAGE:

Property limit \$ 4,277,430.00

A. Comprehensive	\$ 1,000 ACV Deductible, Actual Cash Value
B. Collision	\$ 1,000 Deductible, ACV, Broadened

Fire Vehicles Replacement Cost Valuation....

IV. INLAND MARINE COVERAGE:

Providing **ALL RISK, REPLACEMENT COST COVERAGE** for property and equipment while on or off the premises. **NO CO-INSURANCE**

Property limit \$ 3,328,498.00
Deductible \$ 500

SEE ATTACHED SCHEDULE

List of Vehicle

total New Cost:\$4,299,430.00

AUTO NO.	NEW COST	COMP. DED.	COLL. DED.	YEAR	DESCRIPTION	VIN NO.	VEHICLE TYPE	AUX RUNNING LIGHTS	ANTI-THEFT DEVICE	FIVE MPH BUMPER	TR CO
02	\$400,000	\$1,000	\$1,000	1994	3D INCORPORATED FIRE 5301	*761	5-Fire Vehicles-RC	false	None	false	fals
03	\$700,000	\$1,000	\$1,000	1994	Sutphen Aerial Fire 5316	3058	5-Fire Vehicles-RC	false	None	false	fals
04	\$17,000	\$1,000	\$1,000	2002	DODGE RAM 1/2 TON PICKUP	9871	2-Trucks, Vans-ACV	false	None	false	fals
05	\$85,000	\$1,000	\$1,000	2002	STERLING DUMP WITH PLOW	*124	7-Dump Trucks-ACV	false	None	false	fals
06	\$38,000	\$1,000	\$1,000	2002	FORD F-350 DUMP	7866	7-Dump Trucks-ACV	false	None	false	fals
07	\$110,000	\$1,000	\$1,000	2004	STERLING SL 7501 DUMP WITH PLO	8259	7-Dump Trucks-ACV	false	None	false	fals
08	\$22,000	\$1,000	\$1,000	2004	FORD F-350 4X2 PICK UP	9231	2-Trucks, Vans-ACV	false	None	false	fals
09	\$26,000	\$1,000	\$1,000	2004	FORD F-350 4X4	6691	2-Trucks, Vans-ACV	false	None	false	fals
10	\$22,000	\$1,000	\$1,000	2005	DODGE RAM PICK UP	4263	2-Trucks, Vans-ACV	false	None	false	fals
11	\$130,000	\$1,000	\$1,000	2006	STERLING DUMPSANDER TRUCK	9596	7-Dump Trucks-ACV	false	None	false	fals
12	\$110,000	\$1,000	\$1,000	2006	OSHKOSH PLOW DUMP TRUCK AIRPOR	8824	7-Dump Trucks-ACV	false	None	false	fals
13	\$18,000	\$1,000	\$1,000	2002	DODGE 1500 4X4 TRUCK	5920	2-Trucks, Vans-ACV	false	None	false	fals
14	\$20,000	\$1,000	\$1,000	2007	FORD EXPLORER ELECTRIC	7574	2-Trucks, Vans-ACV	false	None	false	fals
15	\$135,000	\$1,000	\$1,000	2008	STERLING DUMP TRUCK	1211	7-Dump Trucks-ACV	false	None	false	fals
16	\$265,000	\$1,000	\$1,000	2007	STERLING VACTOR JET TRUCK	8911	2-Trucks, Vans-ACV	false	None	false	fals
17	\$15,000	\$1,000	\$1,000	2005	CHEVY PICK UP	4721	2-Trucks, Vans-ACV	false	None	false	fals
18	\$15,000	\$1,000	\$1,000	2005	CHEVY PICK UP	5797	2-Trucks, Vans-ACV	false	None	false	fals

19	\$150,000	\$1,000	\$1,000	2010	ELGIN/PELICAN STREET SWEEPER	**75		2-Trucks, Vans-ACV	false	None	false	false
20	\$22,101	\$1,000	\$1,000	2010	CHEVY SILVERADO 2500 LS	1111		2-Trucks, Vans-ACV	false	None	false	false
21	\$57,000	\$1,000	\$1,000	2012	FORD TRUCK F-350 AIRPORT	*568		2-Trucks, Vans-ACV	false	None	false	false
22	\$2,000	\$1,000	\$1,000	1985	24 FOOT TANDEM AXLE BOAT TRAIL	3-204		13-Trailers-ACV	false	None	false	false
23	\$175,000	\$1,000	\$1,000	2013	INTERNATIONAL BUCKET TRUCK	5447		2-Trucks, Vans-ACV	false	None	false	false
24	\$30,574	\$1,000	\$1,000	2013	FORD DRW SUPER DUTY PICK UP	9478		2-Trucks, Vans-ACV	false	None	false	false
25	\$22,101	\$1,000	\$1,000	2010	CHEVY SILVERADO 1500 4WD	7753		2-Trucks, Vans-ACV	false	None	false	false
26	\$19,525	\$1,000	\$1,000	2009	GMC SIERRA PICK UP ELECTRIC	6629		2-Trucks, Vans-ACV	false	None	false	false
27	\$32,843	\$1,000	\$1,000	2014	FORD F-350 SUPER DUTY	7564		2-Trucks, Vans-ACV	false	None	false	false
28	\$178,147	\$1,000	\$1,000	2015	INTERNATIONAL UTILITY/BUCKET T	8829		2-Trucks, Vans-ACV	false	None	false	false
29	\$23,742	\$1,000	\$1,000	2015	FORD SRW SUPER DUTY PU	*352		2-Trucks, Vans-ACV	false	None	false	false
30	\$18,229	\$1,000	\$1,000	2011	GMC sierra pickup	1089		2-Trucks, Vans-ACV	false	None	false	false
31	\$31,786	\$1,000	\$1,000	2016	Chevy Silverado 3500	2557		2-Trucks, Vans-ACV	false	None	false	false
32	\$31,786	\$1,000	\$1,000	2016	Chevy Silverado 3500	6072		2-Trucks, Vans-ACV	false	None	false	false
33	\$70,000	\$1,000	\$1,000	2012	Oshkosh Utility airport	*221		2-Trucks, Vans-ACV	false	None	false	false
34	\$14,000	\$1,000	\$1,000	1999	Gem Car	5350		1-Passenger Cars-ACV	false	None	false	false
35	\$25,697	\$1,000	\$1,000	2017	Chevy Silverado 2500 4wd	5616		2-Trucks, Vans-ACV	false	None	false	false
36	\$5,790	\$1,000	\$1,000	2017	Deluxe Equip Trailer	2283		13-Trailers-ACV	false	None	false	false
37	\$215,000	\$1,000	\$1,000	2017	International 4300	1HTMMMMR8HH484053		2-Trucks, Vans-ACV	false	None	false	false
38	\$23,217	\$1,000	\$1,000	2017	Chevy Silverado 1500	9043		2-Trucks, Vans-ACV	false	None	false	false
39	\$39,110	\$1,000	\$1,000	2017	Chevy Tahoe Police	2977		11-Police Cars-ACV	false	None	false	false

40	\$46,578	\$1,000	\$1,000	2017	Chevy 2500 Silverado	3631	2-Trucks, Vans-ACV	false	None	false	false
41	\$10,304	\$1,000	\$1,000	2017	Felling Trailer	5130	13-Trailers- ACV	false	None	false	false
42	\$49,111	\$1,000	\$1,000	2017	Ford F550 cab pick up	7466	2-Trucks, Vans-ACV	false	None	false	false
43	\$4,518	\$1,000	\$1,000	2017	Wanco Solar Trailer	*315	13-Trailers- ACV	false	None	false	false
44	\$37,250	\$1,000	\$1,000	2018	Chevy Silverado 4X with Plow	9417	2-Trucks, Vans-ACV	false	None	false	false
45	\$26,689	\$1,000	\$1,000	2018	Chevy Colorado 4wd	4285	2-Trucks, Vans-ACV	false	None	false	false
46	\$68,546	\$1,000	\$1,000	2019	2019 Ford 450 with crane	1094	2-Trucks, Vans-ACV	false	None	false	false
47	\$39,358	\$1,000	\$1,000	2018	Chevy Tahoe Police	5076	11-Police Cars-ACV	false	None	false	false
48	\$30,300	\$1,000	\$1,000	2020	Chevy Silverado Pick Up	8628	2-Trucks, Vans-ACV	false	None	false	false
49	\$89,560	\$1,000	\$1,000	2019	International Plow Truck	9247	2-Trucks, Vans-ACV	false	None	false	false
50	\$46,256	\$1,000	\$1,000	2019	Ford F-350	9627	1-Passenger Cars-ACV	false	None	false	false
51	\$146,957	\$1,000	\$1,000	2020	Towmaster DitchWitch Trailer	*630	13-Trailers- ACV	false	None	false	false
52	\$92,825	\$1,000	\$1,000	2021	International Plow Truck	**56	7-Dump Trucks-ACV	false	None	false	false
53	\$37,930	\$1,000	\$1,000	2020	Ford Interceptor Police	8369	11-Police Cars-ACV	false	None	false	false
54	\$10,000	\$1,000	\$1,000	2021	Towmaster Trailer	2336	13-Trailers- ACV	false	None	false	false
55	\$40,000	\$1,000	\$1,000	2022	GMC sierra 2500 HD	*272	2-Trucks, Vans-ACV	false	None	false	false
56	\$40,000	\$1,000	\$1,000	2022	GMC sierra 2500 HD	*272	2-Trucks, Vans-ACV	false	None	false	false
57	\$40,000	\$1,000	\$1,000	2022	GMC sierra 2500 HD	*272	2-Trucks, Vans-ACV	false	None	false	false
58	\$40,000	\$1,000	\$1,000	2022	GMC sierra 2500 HD	*272	2-Trucks, Vans-ACV	false	None	false	false
59	\$45,000	\$500	\$500	2023	Chevy Silverado 3500	6690	2-Trucks, Vans-ACV	false	None	false	false
60	\$42,600	\$1,000	\$1,000	2023	Chevrolet Tahoe	1GNSKLED3PR268487	11-Police Cars-ACV	false	None	false	false

List of Inland Marine

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YEAR	MAKE	MODEL	DEPARTMENT	VALUATION	LIMIT (\$)	SPEC DED
2019	JOHN DEERE	310 SL TRACTOE BACKHOE	Dept. of Public Works	RC	\$123,000	None
2007	CASE 586	FORKLIFT	Dept. of Public Works	RC	\$45,900	None
0	PLAYGROUND EQUIP.		Parks and Recreation	RC	\$75,000	None
2018	JOHN DEERE	LOADER	Dept. of Public Works	RC	\$225,000	None
2018	BONNELL	LEAF VAC WITH CONTAI	Dept. of Public Works	RC	\$82,000	None
0	MISC ART ITEMS	CCC	General Administrative	RC	\$30,000	None
0	TRENCHER	ELECTRIC DEPT	Dept. of Public Works	RC	\$129,000	None
2008	EPOKE 53500	SANDER.VSPREADER	Dept. of Public Works	RC	\$103,210	None
2006	LOADER MOUNTED	SNOW BLOWER	Dept. of Public Works	RC	\$159,000	None
2006	FRONT END LOADER	VOLVO	Dept. of Public Works	RC	\$166,000	None
0	MARINA DOCKS		Parks and Recreation	Agreed	\$250,000	None
0	FUEL TANK AND EQUIP	AT AIRPORT	General Administrative	RC	\$93,000	None
0	MISC SKI HILL EQUIP		Parks and Recreation	RC	\$50,000	None
2008	SWEEPER ATTACH	VOLVO	Dept. of Public Works	RC	\$42,374	None
2008	4 WHEEL DRIVE	TRACTOR	Dept. of Public Works	RC	\$49,714	None
2015	JOHN DEERE 60 D	EXCAVATOR	Dept. of Public Works	RC	\$42,000	None
2014	JACOBSEN	LF510 2WD	Dept. of Public Works	RC	\$35,300	None
0	CONTRACTORS EQUIP		General Administrative	RC	\$45,000	None
2010	PISTON BULLY	GROOMER	Parks and Recreation	RC	\$228,000	None
2004	JD	444J LOADER	Streets and Roads	RC	\$140,000	None
2005	LEAF VACUM		Streets and Roads	RC	\$25,000	None
2012	BANDIT CHIPPER		Streets and Roads	RC	\$41,000	None
1978	CASE	586 FORKLIFT	Dept. of Public Works	RC	\$70,000	None
2002	JD BACKHOE	310 SG	Water and Sewer	RC	\$100,000	None
2000	DITCH WITCH	JT 920	Dept. of Public Works	RC	\$150,000	None
1989	DITCH WITCH	6510/WITH BACKHOE	Dept. of Public Works	RC	\$100,000	None
1993	DITCH WITCH	400SX	Dept. of Public Works	RC	\$25,000	None
2013	BORING MACHINE	1220 JET TRACJK	Dept. of Public Works	RC	\$114,000	
1998	CHERRINGTON	BEACH GROOMER	Streets and Roads	RC	\$90,000	
2009	HOLDER SIDEWALK	SNOWBLOWER	Streets and Roads	RC	\$125,000	
2003	JD 310 SG	LOADER/BACKHOE	Streets and Roads	RC	\$100,000	

V. PROPERTY [FIRE] COVERAGE:

Total Blanket Building and Contents Limit	\$ 88,185,102.00
Deductible	\$ 1,000
Per Schedule on File with company	

A. Inflation Guard - 2.5% per quarter

B. Special Municipal Property Endorsement to include:

1. Personal Property off Premises - \$100,000
2. Accounts Receivable- \$250,000
3. Transportation - \$50,000
4. Business Income- \$500,000
5. Debris Removal- 25% of Loss
6. Foundations of Machinery- \$250,000
7. Golf Course Greens- \$100,000
8. Extra Expense Coverage - \$500,000 Limit - No deductible
9. Newly Acquired Property - \$1,000,000
10. Flood Coverage- \$100,000
11. Earthquake Coverage- \$1,000,000
12. Glass Coverage-\$00 Deductible Glass Breakage
13. Underground Pipes and Flues- \$1,000,000
14. Law and Ordinance Coverage- Actual Sustained Loss
15. Tree Removal Inside Cemetery Boundaries \$10,000

VI. VALUABLE PAPERS AND RECORDS COVERAGE*:

Broad Form Coverage for the reconstruction of valuable papers and records **\$250,000** year round limit of protection with \$0 deductible.

*** NOTE: Higher limits available upon request.**

List of Properties

and Total:88185103

DC.	BLDG	DISTANCE FEET	FAC. LOC.	ADDITIONAL DESCRIPTION	STREET ADDRESS	CITY	STATE	ZIP	COUNTY	POK	BC	BLDG. LIM.	CONT. LIM.	MINE SUB	BUILDING Valuation	YEAR	BF
	1	false	0		210 State Street City Hall Fire Hall	Charlevoix	MI	49720	Charlevoix County	10-Offices	2-Joisted Masonry	\$8,417,657.00	\$1,021,859.00	\$0.00	RC	1950	100 Ad Off
	1	false	0		301 Park Bath House	Charlevoix	MI	49720	Charlevoix County	11- Parks/Recreation	3-Non- Combustible	\$220,000.00	\$14,453.00	\$0.00	RC	1967	615 Roc
	1	false	0		Division Street Water Tower	Charlevoix	MI	49720	Charlevoix County	14-Water/Sewer	6-Fire Resistive	\$420,156.00	\$0.00	\$0.00	RC	1950	902 Tov
	1	false	0		15116 Lake Shore Drive Building 3	Charlevoix	MI	49720	Charlevoix County	14-Water/Sewer	2-Joisted Masonry	\$21,941,905.00	\$51,532.00	\$0.00	RC	1980	903 Wa: Tre Pla
	2	false	0		15116 Lake Shore Drive Building Storage	Charlevoix	MI	49720	Charlevoix County	14-Water/Sewer	2-Joisted Masonry	\$225,000.00	\$0.00	\$0.00	RC	1964	403 Bui
	3	false	0		15116 Lake Shore Drive Grit Removal And	Charlevoix	MI	49720	Charlevoix County	10-Offices	4-Masonry Non- Combustible	\$1,570,681.00	\$15,037.00	\$0.00	RC	1978	903 Wa: Tre Pla
	4	false	0		15116 Lake Shore Drive Chemical Containment Building	Charlevoix	MI	49720	Charlevoix County	14-Water/Sewer	3-Non- Combustible	\$371,990.00	\$0.00	\$0.00	RC	1978	900 Tre Pla
	5	false	0		15116 Lake Shore Drive Admin And Lab.	Charlevoix	MI	49720	Charlevoix County	10-Offices	1-Frame	\$813,364.00	\$56,747.00	\$0.00	RC	2015	100 Ad Off
	6	false	0		15116 Lake Shore Drive Sludge Storage Tank	Charlevoix	MI	49720	Charlevoix County	14-Water/Sewer	3-Non- Combustible	\$945,772.00	\$0.00	\$0.00	RC	2015	903 Wa: Tre Pla
	1	false	0		Depot Beach Lift Station	Charlevoix	MI	49720	Charlevoix County	18-Pump Houses, Lift Stations	2-Joisted Masonry	\$89,175.00	\$0.00	\$0.00	RC	1978	905 Sta
	2	false	0		Depot Beach Picnic/restrooms	Charlevoix	MI	49720	Charlevoix County	11- Parks/Recreation	2-Joisted Masonry	\$384,632.00	\$0.00	\$0.00	RC	1978	615 Roc
	1	false	0		400 Fairway Golf Clubhouse	Charlevoix	MI	49720	Charlevoix County	11- Parks/Recreation	1-Frame	\$660,000.00	\$36,495.00	\$0.00	RC	1978	100 Ad Off
	1	false	0		98 Stover Road Cemetery Chapel	Charlevoix	MI	49720	Charlevoix County	11- Parks/Recreation	2-Joisted Masonry	\$234,000.00	\$0.00	\$0.00	RC	1958	700
	2	false	0		98 Stover Cemetery Storage	Charlevoix	MI	49720	Charlevoix County	11- Parks/Recreation	2-Joisted Masonry	\$147,200.00	\$25,548.00	\$0.00	RC	1956	701 Cer Sto: Bui
	1	false	0		Ab 113 Palmer 4 Bay Storage Garage	Charlevoix	MI	49720	Charlevoix County	16- DPW/Garages	2-Joisted Masonry	\$165,000.00	\$0.00	\$0.00	RC	1978	401
	1	false	0		Grant Street Storage	Charlevoix	MI	49720	Charlevoix County	16- DPW/Garages	1-Frame	\$110,000.00	\$0.00	\$0.00	RC	1980	403 Bui
	1	false	0		Palmer St. Fish Culture Station	Charlevoix	MI	49720	Charlevoix County	11- Parks/Recreation	2-Joisted Masonry	\$1,650,000.00	\$0.00	\$0.00	RC	1987	607 Hat
	1	false	0		102 Grant St Dwelling	Charlevoix	MI	49720	Charlevoix County	10-Offices	2-Joisted Masonry	\$360,000.00	\$0.00	\$0.00	RC	1980	100 Ad Off
	1	false	0		Ferry Beach Restroom/concession	Charlevoix	MI	49720	Charlevoix County	11- Parks/Recreation	2-Joisted Masonry	\$320,000.00	\$0.00	\$0.00	RC	1980	615 Roc

2	false	0		Ferry Beach Fish Cleaning Building	Charlevoix	MI	49720	Charlevoix County	11-Parks/Recreation	2-Joisted Masonry	\$8,513.00	\$3,650.00	\$0.00	RC	1980	10C Ad Off
3	false	0		Ferry Beach Picnic Pavilion	Charlevoix	MI	49720	Charlevoix County	11-Parks/Recreation	1-Frame	\$44,587.00	\$0.00	\$0.00	RC	1980	614
4	false	0		Ferry Beach Picnic Pavilion	Charlevoix	MI	49720	Charlevoix County	11-Parks/Recreation	1-Frame	\$30,397.00	\$0.00	\$0.00	RC	1980	614
5	false	0		Ferry Beach Restroom/concession	Charlevoix	MI	49720	Charlevoix County	11-Parks/Recreation	2-Joisted Masonry	\$145,737.00	\$0.00	\$0.00	RC	1980	615 Ro
1	false	0		Carpenter St Press Box/concession	Charlevoix	MI	49720	Charlevoix County	11-Parks/Recreation	1-Frame	\$70,000.00	\$0.00	\$0.00	RC	1980	612 Co Sta
1	false	0		Mt. Mscuba Ski Lodge/restroom	Charlevoix	MI	49720	Charlevoix County	11-Parks/Recreation	2-Joisted Masonry	\$700,000.00	\$72,989.00	\$0.00	RC	1965	60C Co Cer
2	false	0		Mt. Mscuba Half Way Tow Building	Charlevoix	MI	49720	Charlevoix County	11-Parks/Recreation	1-Frame	\$35,000.00	\$0.00	\$0.00	RC	1967	403 Bui
3	false	0		Mt. Mscuba West Hill Tow Building	Charlevoix	MI	49720	Charlevoix County	11-Parks/Recreation	1-Frame	\$35,000.00	\$0.00	\$0.00	RC	1967	403 Bui
4	false	0		Mt Mscuba Top Tow Building	Charlevoix	MI	49720	Charlevoix County	11-Parks/Recreation	1-Frame	\$19,480.00	\$12,993.00	\$0.00	RC	2001	403 Bui
5	false	0		Mt Mscuba Lift Operator Building	Charlevoix	MI	49720	Charlevoix County	11-Parks/Recreation	1-Frame	\$29,996.00	\$0.00	\$0.00	RC	1980	403 Bui
6	false	0		Mt Mscuba Groomer Garage	Charlevoix	MI	49720	Charlevoix County	11-Parks/Recreation	1-Frame	\$120,000.00	\$0.00	\$0.00	RC	2000	401
7	false	0		Mt. Mscuba Ice Skating Shack And Deck	Charlevoix	MI	49720	Charlevoix County	11-Parks/Recreation	1-Frame	\$70,000.00	\$0.00	\$0.00	RC	2010	403 Bui
1	false	0		101 Airport Drive Terminal	Charlevoix	MI	49720	Charlevoix County	10-Offices	2-Joisted Masonry	\$991,004.00	\$0.00	\$0.00	RC	2000	922 Ad Bui
6	false	0		101 Airport Dr Lift Station	Charlevoix	MI	49720	Charlevoix County	18-Pump Houses, Lift Stations	3-Non-Combustible	\$423,217.00	\$0.00	\$0.00	RC	1980	923 Ha
7	false	0		101 Airport Dr Hanger Unit 1	Charlevoix	MI	49720	Charlevoix County	11-Parks/Recreation	1-Frame	\$126,500.00	\$0.00	\$0.00	RC	1999	923 Ha
8	false	0		101 Airport Dr Hanger Unit 2	Charlevoix	MI	49720	Charlevoix County	11-Parks/Recreation	1-Frame	\$215,040.00	\$0.00	\$0.00	RC	1990	923 Ha
9	false	0		101 Airport Dr Hanger Unit 3	Charlevoix	MI	49720	Charlevoix County	11-Parks/Recreation	1-Frame	\$105,600.00	\$0.00	\$0.00	RC	1990	923 Ha
10	false	0		101 Airport Dr Hanger Unit 4	Charlevoix	MI	49720	Charlevoix County	11-Parks/Recreation	1-Frame	\$105,600.00	\$0.00	\$0.00	RC	1990	923 Ha
11	false	0		101 Airport Dr Airport Hanger	Charlevoix	MI	49720	Charlevoix County	11-Parks/Recreation	1-Frame	\$837,200.00	\$0.00	\$0.00	RC	2006	923 Ha
12	false	0		101 Airport Dr Fuel System Station	Charlevoix	MI	49720	Charlevoix County	11-Parks/Recreation	3-Non-Combustible	\$19,891.00	\$0.00	\$0.00	RC	1978	10C Ad Off
13	false	0		101 Airport Fuel Tank & Equipment	Charlevoix	MI	49720	Charlevoix County	11-Parks/Recreation	3-Non-Combustible	\$152,627.00	\$0.00	\$0.00	RC	1978	10C Ad Off
14	false	0		101 Airport Dr Sre Bldg	Charlevoix	MI	49720	Charlevoix County	10-Offices	2-Joisted Masonry	\$2,240,500.00	\$0.00	\$0.00	RC	1978	10C Ad Off
15	false	0		101 Airport Drive Hanger	Charlevoix	MI	49720	Charlevoix County	16-DPW/Garages	1-Frame	\$259,118.00	\$0.00	\$0.00	RC	2011	923 Ha
1	false	0		109 Mason Rental Old Post Office	Charlevoix	MI	49720	Charlevoix County	10-Offices	1-Frame	\$748,937.00	\$0.00	\$0.00	RC	1950	10C Ad Off

1	false	0	98 Grant St Water Treatment Building	Charlevoix	MI	49720	Charlevoix County	14-Water/Sewer	2-Joisted Masonry	\$10,640,092.00	\$147,441.00	\$0.00	RC	1978	903 Wa Tre Plai
2	false	0	98 Grant St Pump Station	Charlevoix	MI	49720	Charlevoix County	14-Water/Sewer	2-Joisted Masonry	\$1,418,680.00	\$0.00	\$0.00	RC	1980	901 Sta
1	false	0	Stover At M-66 Srvice Building	Charlevoix	MI	49720	Charlevoix County	14-Water/Sewer	2-Joisted Masonry	\$50,000.00	\$0.00	\$0.00	RC	1978	401
2	false	0	Stover @ M66 Transformer/fencing	Charlevoix	MI	49720	Charlevoix County	18-Pump Houses, Lift Stations	4-Masonry Non-Combustible	\$568,105.00	\$0.00	\$0.00	RC	2000	906 Ele Tra Sta
1	false	0	401 W Carpenter Electric Dept Storage	Charlevoix	MI	49720	Charlevoix County	16-DPW/Garages	1-Frame	\$703,125.00	\$0.00	\$0.00	RC	2020	403 Bui
2	false	0	401 W. Carpenter Parks Dept Storage	Charlevoix	MI	49720	Charlevoix County	16-DPW/Garages	1-Frame	\$90,000.00	\$0.00	\$0.00	RC	2020	403 Bui
3	false	0	401 W. Carpenter	Charlevoix	MI	49720	Charlevoix County	16-DPW/Garages	2-Joisted Masonry	\$13,924,800.00	\$0.00	\$0.00	RC	2020	907 Ele Ger Plai
4	false	0	401 W. Carpenter Cold Storage	Charlevoix	MI	49720	Charlevoix County	16-DPW/Garages	1-Frame	\$612,750.00	\$0.00	\$0.00	RC	2020	403 Bui
5	true	0	401 W. Carpenter Dpw Cold Storage	Charlevoix	MI	49702	Charlevoix County	16-DPW/Garages	1-Frame	\$350,000.00	\$0.00	\$0.00	RC	2020	403 Bui
6	true	0	401 W. Carpenter Open Storage	Charlevoix	MI	49720	Charlevoix County	16-DPW/Garages	1-Frame	\$42,000.00	\$0.00	\$0.00	RC	2020	403 Bui
7	true	0	401 W. Carpenter Salt Storage	Charlevoix	MI	49720	Charlevoix County	16-DPW/Garages	1-Frame	\$83,950.00	\$0.00	\$0.00	RC	2020	403 Bui
1	true	0	101 Bridge Park Dr	Charlevoix	MI	49720	Charlevoix County	10-Offices	2-Joisted Masonry	\$2,310,000.00	\$115,033.00	\$0.00	RC	1960	403 Bui
1	true	0	Lift Station Kmart/wolohan M-66	Charlevoix	MI	49720	Charlevoix County	18-Pump Houses, Lift Stations	3-Non-Combustible	\$84,546.00	\$0.00	\$0.00	RC	2000	905 Sta
1	true	0	Taylor And Ance Rds Lift Station	Charlevoix	MI	49720	Charlevoix County	18-Pump Houses, Lift Stations	3-Non-Combustible	\$60,799.00	\$0.00	\$0.00	RC	1989	905 Sta
1	true	0	Matthews Lane Lift Station	Charlevoix	MI	49720	Charlevoix County	18-Pump Houses, Lift Stations	3-Non-Combustible	\$40,358.00	\$0.00	\$0.00	RC	1990	905 Sta
1	true	0	Belvedere Ave Round Lake Lift Station	Charlevoix	MI	49720	Charlevoix County	18-Pump Houses, Lift Stations	3-Non-Combustible	\$40,534.00	\$0.00	\$0.00	RC	1990	905 Sta
1	true	0	Pine Club Drive Lift Station	Charlevoix	MI	49720	Charlevoix County	18-Pump Houses, Lift Stations	3-Non-Combustible	\$42,560.00	\$0.00	\$0.00	RC	1990	905 Sta
1	true	0	Palmer St@ Pine River Lift Station	Charlevoix	MI	49720	Charlevoix County	18-Pump Houses, Lift Stations	3-Non-Combustible	\$56,748.00	\$0.00	\$0.00	RC	1990	905 Sta
1	true	0	Old Orchard Rd Lift Station	Charlevoix	MI	49720	Charlevoix County	18-Pump Houses, Lift Stations	3-Non-Combustible	\$50,666.00	\$0.00	\$0.00	RC	1990	905 Sta
1	true	0	Ferry Ave And Eaton Lift Station	Charlevoix	MI	49720	Charlevoix County	18-Pump Houses, Lift Stations	3-Non-Combustible	\$60,799.00	\$0.00	\$0.00	RC	1990	905 Sta
1	true	0	Mercer Blvd Lift Station	Charlevoix	MI	49720	Charlevoix County	18-Pump Houses, Lift Stations	3-Non-Combustible	\$48,639.00	\$0.00	\$0.00	RC	1990	905 Sta
1	true	0	Edgewater Inn @ Bridge Life Station	Charlevoix	MI	49720	Charlevoix County	18-Pump Houses, Lift Stations	3-Non-Combustible	\$39,739.00	\$0.00	\$0.00	RC	1990	905 Sta

1	true	0	Country Club Dr Lift Station	Charlevoix	MI	49720	Charlevoix County	18-Pump Houses, Lift Stations	3-Non-Combustible	\$50,666.00	\$0.00	\$0.00	RC	1990	905 Stat
1	true	0	202-204 Bridge Park Dr Lift Station	Charlevoix	MI	49720	Charlevoix County	18-Pump Houses, Lift Stations	3-Non-Combustible	\$188,760.00	\$0.00	\$0.00	RC	1990	905 Stat
1	true	0	1522 Bridge St Lift Station	Charlevoix	MI	49720	Charlevoix County	10-Offices	3-Non-Combustible	\$367,356.00	\$0.00	\$0.00	RC	1990	905 Stat
1	true	0	Ferry Ave Depot	Charlevoix	MI	49720	Charlevoix County	11-Parks/Recreation	5-Modified Fire Resistive	\$594,389.00	\$0.00	\$0.00	Func.	1934	600 Cor Cen
1	true	0	08825 Martin Road Service Bldg	Charlevoix	MI	49720	Charlevoix County	16-DPW/Garages	1-Frame	\$46,811.00	\$0.00	\$0.00	RC	1989	403 Bui
2	true	0	08825 Martin Road Transformer/fencing	Charlevoix	MI	49720	Charlevoix County	18-Pump Houses, Lift Stations	5-Modified Fire Resistive	\$663,084.00	\$0.00	\$0.00	RC	2000	906 Ele Tra Stat
1	true	0	South Breakwater South Pier Lighthouse	Charlevoix	MI	49720	Charlevoix County	11-Parks/Recreation	2-Joisted Masonry	\$116,040.00	\$0.00	\$0.00	RC	1978	622 His Proj
1	true	0	100 E. Clinton Harbor Master	Charlevoix	MI	49720	Charlevoix County	11-Parks/Recreation	1-Frame	\$3,546,396.00	\$29,196.00	\$0.00	RC	2000	609
1	true	0	100 E Clinton St Performance Pavillion	Charlevoix	MI	49720	Charlevoix County	11-Parks/Recreation	3-Non-Combustible	\$3,088,543.00	\$14,597.00	\$0.00	RC	2005	614
1	false	0	201 State Street Dda Leased Office Space	Charlevoix	MI	49720	Charlevoix County	10-District Office	5-Modified Fire Resistive	\$0.00	\$6,122.00	\$0.00	RC	1980	100 Adr Off

VII. CRIME COVERAGE:

- A. Limit of Coverage - \$ 100,000
- B. "Broad Form" Money & Securities
- C. Inside Coverage:
- D. Outside Coverage:
- E. Money Order and Counterfeit Paper Currency
- F. Depositors' Forgery
- G. Locations to Include:
 - 1. All Officials Homes
 - 2. Place of Employment
 - 3. Banking Facility

VIII: PUBLIC OFFICIAL BONDS*

Treasurer 100,000

BLANKET BOND \$100,000

NOTE: THE ABOVE BONDS ARE INCLUDED AT NO ADDITIONAL CHARGE

ADDITIONAL POSITIONS AND HIGHER LIMITS AVAILABLE
(Those who collect money or fees should be bonded)

*** NOTE: Higher limits available upon request.**

X. LAW ENFORCEMENT PROFESSIONAL LIABILITY COVERAGE:

Limit of Liability Per Occurrence	\$ 5,000,000
Limit of Liability Per Aggregate	\$ No Aggregate
Deductible	\$ 0

- A. PERSONAL INJURY
- B. WRONGFUL ACT
- C. HOT PURSUIT ENDORSEMENT

XI. BUSINESS ELECTRONIC EQUIPMENT COVERAGE:

- A. Combined Media and Extra Expense Coverage - \$ 100,000
- B. Computer Coverage- \$100,000
- C. System Breakdown Coverage Endorsement
 - 1. Mechanical Breakdown; Machinery Breakdown
 - 2. Short Circuit; Blow out; other Electrical Disturbance
 - 3. Electrical or Magnetic Injury

XII. BOILER AND MACHINERY:

- A. Repair of Replacement Coverage Included
- B. Direct Damage Coverage as follows: Unfired Pressure Vessels, Motors and Centrifugal Pumps. Internal Combustion Engines, Generators and
- C. Miscellaneous Electrical Apparatus

Deductible of \$ 2,500 Deductible \$ Total Property Limits

XIII Cyber Liability Coverage: \$1,000,000

Municipal Underwriters of West MI, Inc.

PREMIUM SUMMARY

I. COMPREHENSIVE MUNICIPAL LIABILITY	INCLUDED
II. FLEET LIABILITY	INCLUDED
III. FLEET (PROPERTY)	INCLUDED
IV. INLAND MARINE	INCLUDED
V. PROPERTY [FIRE]	INCLUDED
VI. VALUABLE PAPERS AND RECORDS	INCLUDED
VII. CRIME	INCLUDED
VIII. BONDS	INCLUDED
IX. WORKERS COMPENSATION	
X. POLICE PROFESSIONAL	INCLUDED
XI. BUSINESS ELECTRONIC EQUIPMENT	INCLUDED
XII. BOILER AND MACHINERY	INCLUDED
XIII. CYBER LIABILITY	INCLUDED

TOTAL PAR-PLAN ANNUAL PREMIUM: **\$ 144,132.00**

Sewer Back Up Coverage \$100,000 Per Occurrence/

NOTE: The **MICHIGAN TOWNSHIP PARTICIPATING PLAN** is formed under the enabling legislation of Public Act #138. It is a 'fixed cost, fully reinsured, **non-assessable program**', controlled by the Board of Directors of the Michigan Township Participating Plan.

Charlevoix City Council

Public Hearings and Actions Requiring Public Hearings

Title: Public Hearing for Ordinance 841: Work in Environmental Impaired Areas

Date: October 16, 2023

Presented By: Mark Heydlauff, City Manager

Background:

As part of the ongoing EPA clean-up of contaminated soils and groundwater in the City, the EPA has requested we adopt a new ordinance dealing specifically with institutional controls and procedures for addressing construction and soil movement in certain areas of the City. This is similar to a groundwater control ordinance we adopted and amended in years past which focus more on the groundwater while this focuses on the soils. These properties have been under close EPA supervision and testing for years and I do not believe this will significantly change the use of these parcels beyond the requirement that extra caution be used for excavation on the properties and notification of the EPA in certain circumstances.

Recommendation:

Motion to approve the proposed ordinance amendment to add the section Working in Environmental Impaired Areas Ordinance to the City Code.

Attachments:

1. 841 of 2023 Adding Work in Environmentally Impaired Areas

**CITY OF CHARLEVOIX
ORDINANCE NO. 841 of 2023**

AN ORDINANCE TO AMEND AND ADD SECTION WORK IN ENVIRONMENTALLY IMPAIRED AREA TO THE CHARLEVOIX CITY CODE

THE CITY OF CHARLEVOIX ORDAINS: The City of Charlevoix Code is hereby amended by adding a section, to be titled Work in Environmentally Impaired Area which shall reads as follows:

SECTION 1. § ____ DEFINITIONS.

For the purpose of this subchapter, the following definitions apply unless the context clearly indicates or requires a different meaning.

CITY. The City of Charlevoix.

IMPACT AREA. The property located within the city and described as follows:

Table 1	
Properties Requiring ICs Requiring Notification and Mitigation for Intrusive Activities	
Parcel ID	Address
Area A	
052-270-253-50	201 Garfield Avenue W
052-270-251-00	203 Garfield Avenue W
052-270-250-00	205 Garfield Avenue W
052-270-249-00	207 Garfield Avenue W
052-270-248-00	209 Garfield Avenue W
052-270-247-00	211 Garfield Avenue W
052-270-246-00	213 Garfield Avenue W
052-270-198-00	200 Lincoln Avenue W
052-270-199-00	204 Lincoln Avenue W
052-270-192-00	205 Lincoln Avenue W
052-270-191-00	207 Lincoln Avenue W
052-270-200-00	208 Lincoln Avenue W
052-270-190-00	209 Lincoln Avenue W
052-270-201-00	210 Lincoln Avenue W
052-270-202-00	214 Lincoln Avenue W
052-270-253-00	707 State Street
052-227-026-10	801 State Street
Area B	
052-362-006-10	100 Hurlbut Avenue W
052-362-005-00	102 Hurlbut Avenue W
052-362-006-00	701 Bridge Street
052-362-007-00	703 Bridge Street
Area C	
052-270-013-00	228 Antrim Street
052-270-013-50	230 Antrim Street
052-270-014-50	302 Antrim Street
052-270-014-00	401 Grant Street
052-290-000-00	305 Hurlbut Avenue W

052-270-070-50	230 Newman Street
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Impact Area also includes the following road right of ways:

- The intersection of Newman Street and Grant Street and adjacent roadways
- A portion of Hamilton Place
- Portions of West Lincoln Avenue
- Portions of West Garfield Avenue
- A Portion of Mcleod Place from its intersection with West Garfield Avenue to beyond its intersection with West Lincoln Avenue

(1) In the City of Charlevoix, Charlevoix County, Michigan:

EGLE. The Michigan Department of Energy, Great Lakes and the Environment, or its successor agency.

USEPA. The United States Environmental Protection Agency.

OSHA Occupational Safety and Health Administration.

§ ____ ECAVATION OF SOILS PROHIBITED; EXCEPTIONS.

No person, firm, association, corporation or any other entity shall excavate or engage in intrusive activities within the impact area, unless they first contact the USEPA prior to undertaking intrusive activities anywhere within the identified impacted area and ensure the mitigation of risks to construction workers (including municipal employees) with appropriate measures as required by OSHA.

§ ____ WORK WITHIN ROAD RIGHT OF WAY.

No person, firm, association, corporation or any other entity shall excavate or engage in intrusive activities within the road right of ways within the impact area, unless they first contact the USEPA prior to undertaking intrusive activities anywhere within the identified impacted area and ensure the mitigation of risks to construction workers (including municipal employees) with appropriate measures as required by OSHA.

§ ____ ISSUANCE OF PERMITS WITHIN IN THE IMPACT AREA.

The City will proof of compliance with this chapter before issuing any construction or building permits within the impacted area.

§ ____ NOTIFICATION TO USEPA AND EGLE.

If the city ever intends to amend or repeal this chapter, it shall notify the USEPA and EGLE, or their successors, of its intentions no less than 30 days before such amendment or repeal is enacted.

§ ____ NUISANCE PER SE.

A violation of this subchapter is hereby declared to be a public nuisance or nuisance per se and is declared to be offensive to the public health, safety and welfare.

§ ____ COURT ACTION FOR ABATEMENT OF NUISANCES.

The city may take civil action requesting injunctive relief against any person, firm, association, corporation or other entity found to be in violation of this subchapter. This abatement action shall be in addition to any penalty imposed by § 52.99(C) of this chapter.

§ ____ PENALTY.

(A) Any person violating any provision of this chapter for which no specific penalty is prescribed shall be subject to § 10.99 of this code of ordinances.

(B) Any person violating § 52.11 of this chapter shall, upon conviction thereof, be punished as prescribed in § 10.99 of this code of ordinances.

(C) Any person, firm, association, corporation or other entity who violates any provision of §§ 52.25 through 52.31 of this chapter shall be responsible for a municipal civil infraction, as defined in Public Act 12 of 1994, amending Public Act 236 of 1961, being M.C.L.A. §§ 600.101 through 600.9939, and shall be subject to a fine of not more than \$100. Each day §§ 52.25 through 52.31 of this chapter is violated shall be considered as a separate violation. Any action taken under this division (C) shall not prevent civil proceedings for abatement or termination of the prohibited activity permitted under § 52.31 of this chapter.

SECTION 2. Severability. No other portion, paragraph or phase of the Code of the City of Charlevoix, Michigan shall be affected by this Ordinance except as to the above sections, and in the event any portion, section or subsection of this Ordinance shall be held invalid for any reason, such invalidation shall not be construed to affect the validity of any other part or portion of this Ordinance or of the Code of the City of Charlevoix, Michigan.

SECTION 3. Effective Date.

This Ordinance shall become effective thirty (30) days after its enactment.

Ordinance No. 841 was adopted on the xx day of xxx 2023 A.D., by the Charlevoix City Council as follows:

State of Michigan } §
City of Charlevoix

Sarah J. Dvoracek

City Clerk

Lyle Gennett

City Mayor

Charlevoix City Council

Public Hearings and Actions Requiring Public Hearings

Title: Public Hearing: Ordinance 842- Zoning Ordinance Amendments-Housing Related

Date: October 16, 2023

Presented By: Jonathan Scheel, Zoning Administrator

Background:

To assist the City Council in their discussion about the housing amendments, the individual items and changes are listed below. Within each of the items you will find the individual elements listed for consideration. For example, the 4th item discusses increasing allowable density in the R-1 Single-Family District, and the two subsequent elements to achieve this are allowing duplexes and single multi-family structures. To help staff understand how the City Council would like to proceed, it would be helpful if they would go through the list and decide which ones, if any, they wish not to proceed with.

I have also included a red-lined version of the changes to the zoning ordinance which details the changes in the applicable chapters, noting that some of the amendment elements impact language in multiple locations of the Zoning Ordinance that need to be identified. It also references less substantive changes that are included, such as definitions, spelling corrections, duplications, etc. This comprehensive list will be updated based on the direction of the City Council and the redlined zoning amendment documents will be edited to reflect those changes. Attached for reference is the motion the Planning Commission made when voting to move these items to the City Council for consideration.

ZONING AMENDMENT

Item 1: Added numerous definitions.

Item 2: Remove redundant/duplicative zoning districts.

1. Remove the R-2A Zoning District.
2. Remove the R-4 Conditional District.

Item 3: Clarify Intent of residential districts.

1. R-1, R-2, R4.

Item 4: Increase Density in the R-1 and R-2 Districts.

1. Allow duplexes in R-1 (already allowed in R-2) by right.
2. Allow single multi-family structures by right.
3. Remove Home Conversion (redundant).
4. Remove Single Multi-family building (redundant).

Item 5: Dimension Standard Modifications to incentivize infill.

1. Add R-4 to the residential table.
2. Remove redundant Notes to Table.

3. Increase lot coverage with additional requirements R-1 and R-2.
4. Lower side setback and rear setback in R-4 District.
5. Lower unit size for one- and two-bedroom units R-4 District.
6. Lower distance between buildings in R-4 District.

Item 6: Add standards and requirements to assure safe and quality development of multi-family projects.

1. Revise vehicle circulation system standards.
2. Lower distance between courtyard buildings.
3. Allow parking closer to property line.
4. Add pervious concrete to allowed paving choices.
5. Lower front and rear setbacks.
6. Remove redundant Notes to Table.

Item 7: Incentives housing in West Garfield Ave General Commercial Overlay District.

1. Add multi-family as a use allowed.
2. Remove single-family housing.
3. Raise maximum height of structures.

Item 8: Remove redundant language and add architectural standards to ensure projects that fit into the neighborhood's look and feel.

1. Remove Senior Housing as redundant to any other housing.
2. Add the size of windows.
3. Add roofline and other architectural elements.
4. Remove STRs from Other Uses and move to Residential Use.
5. Move specific stormwater standards from Multifamily section to Site Plan approval.

Recommendation:

Discussion and direction.

Attachments:

1. Planning commission Comprehensive motion
2. 2023-10-10 redlined revisions to ZO and comments swd (1)
3. 842 of 2023 Zoning Ordinance Amendments Housing Related

Planning Commission Comprehensive Motion

1. Chapter 153.005 Definitions to:

- a) Added: Density Gross, Dwelling Accessory, Dwelling Courtyard, Infill Development, Missing Middle Housing, Seasonal. Removed: R4-Conditional Rezone.

2. Chapter 153.055 Zoning Map to:

- a) Remove R-4 Conditional Zoning

2. Chapter 153.070 Intent to:

- a) Removed “single” from R-1 low Density Family Residential District and added attached, two family, courtyard and single multi-family structures.
- b) R-2 added attached, two family, courtyard and single multi-family structures.
- c) R-4 added courtyard dwelling and single multi-family dwellings.

3. Chapter 153.070 Schedule of Uses to:

- a) Removed R-2A District.
- b) R-1 added Single-Family attached, two-family, single multi-family and ADUs as uses by right.
- c) R-2 added single multiple family by right and architectural standards.

4. Chapter 153.072 Area, Height and Placement Requirements to:

- a) Moved R-4 requirements to Table 153.072(b) and changed setbacks and height requirements to: side 15’, and rear 25’ and changed Floor Area from number of bedrooms to Gross Floor Area per story.
- b) Under “Notes To Tables” added an increase of lot coverage to 50% with additional landscaping requirements and added maximum height of 30’ for single multi-family buildings.
- c) Added Single Muti-Family Building units to Table 153.072(c)
- d) Added Clustered Housing to R-4 District standards.
- e) Brought language from other ordinance sections to R-4 standards and development requirements, changed distance between buildings, parking setbacks and added pervious concrete to paving requirements.
- f) Changed side setback to 15’ rear to 25’, one bedroom size to 400 ^{sq ft}, two bedrooms to 600 ^{sq ft} and distance between building to 20’.

5. Chapter 153.102 West Garfield Avenue General Commercial Overlay District to:

- a) Removed single family and added multi-family under permitted uses.
- b) Changed maximum height to 30’.

6. Chapter 153.117 Residential Uses to:

- a) Removed duplicative language and moved language from other sections to a more appropriate location.
- b) Added language for single multi-family structures to look like single family homes.
- c) Move specific ADU regulations to the ADU section of the ordinance.

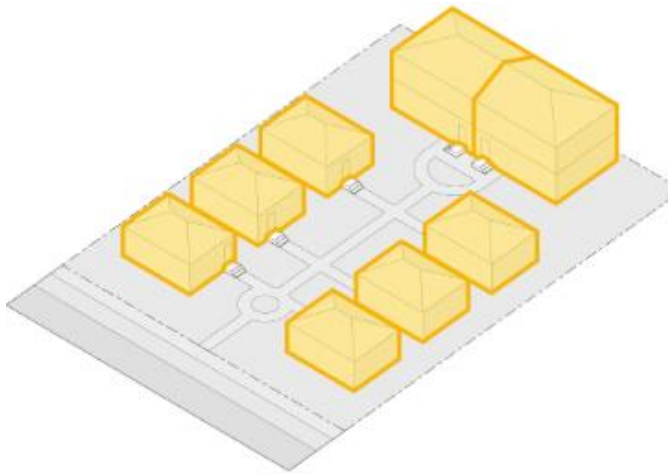
7. Chapter 153.125 Other Uses to:

- a) Move (E)Short-term rentals to 153.117 Residential Uses

§ 153.005 DEFINITIONS.

(B) *Definitions.* For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

DWELLING, COURTYARD. A structure or series of structures consisting of multiple detached, side-by-side, and/or stacked dwelling units oriented around a courtyard or series of courtyards. The courtyard typically replaces the function of a rear yard and is more open to the street in low intensity neighborhoods and less open to the street in more urban settings. Each unit is accessed from the courtyard.



INFILL DEVELOPMENT. The process of developing vacant or underutilized parcels within existing urban areas that are already largely developed.



§ 153.055 ZONING MAP.

(A) The city is hereby divided into the following zoning districts as shown on the Official Zoning Map:

(1) *Residential districts.*

~~(f) R-4 Conditional Rezone.~~

§ 153.070 INTENT.

(A) *R1, Low Density ~~Single-Family Residential District~~*. This district is intended to provide stable, low density neighborhoods of predominantly **detached, attached, and clustered** single-family dwellings. **Where new infill development occurs, housing may include: accessory dwelling units, two-family dwellings, courtyard dwellings, and multi-family structures that maintain single-family character.** This district also permits non-residential uses that contribute to the culture and well-being of single-family neighborhoods, such as parks, schools and churches.

(B) *R2, Medium Density Family Residential District*. The R2 District is intended to provide for residential neighborhoods where a mix of **detached, attached, and clustered** single-family **dwellings, residential**, accessory dwelling units, **two-family dwellings, courtyard dwellings, and multi-family structures that maintain single-family character.** ~~single multiple-family dwellings, and attached dwellings are located.~~

~~—(C) *R2A, Two-Family Residential District*. The R2A District allows for both single-family and two-family (duplex) dwellings in order to allow higher densities in appropriate locations and to provide expanded housing choices. This district also recognizes the existence of older residential areas in the city, where single-family homes have been or can be converted to two-family residences, in order to extend the economic life of these structures and allow the owners to justify the expenditures, repairs and modernization.~~

(D) *R4, Planned High Density Residential*. This district allows for higher density developments such as condominiums, apartment buildings, site condominiums **and large multiple-family dwellings**. Multiple-family dwellings may include apartment buildings, townhouses, **courtyard dwellings** and clustered housing.

§ 153.070 SCHEDULE OF USES.

Uses permitted in the R1, R2, R4 and PC Districts are listed in Table 153.071 of this chapter. Additional requirements related to a specific use, if any, are referenced in the “Specific Requirements” column.

Table 153.071: Allowed Uses in Residential Zones						
P = Permitted Use by Right						
S = Special Land Use						
	R1	R2	R2A	R4	PC	Specific Requirements*
RESIDENTIAL						
Dwellings						
Single-Family, detached	P	P	P	P	P	§ 153.117(A)
Single-Family, attached (3 or more units)	P	P	P	P	P	§ 153.117(A)
	P	P	P	P	P	§ 153.117(G)
Multiple-Family (3 or more units)	P	P		P	P	§ 153.117(G)
Single Multiple Family Building		P				§ 153.117(G)
Accessory Dwelling Unit	P	P	P			
Home Conversion		P				

§ 153.072 AREA, HEIGHT AND PLACEMENT REQUIREMENTS.

(A) *Lot and width requirements*. All lots in the residential districts shall conform to the requirements of Table 153.072(a) of this chapter:

Table 153.072(a): Lot and Width Requirements in Residential Districts		
Zoning District	Minimum Lot Area (sq. ft.)	Minimum Lot Width (ft.)
R1	9,000	70
R2	6,000	50
R2A	9,000¹	80 (new construction) 70 (conversion of existing homes)
R4	15,000	80
PC¹	NA¹	NA

- (B) *Dimensional requirements.* Building height, setbacks, lot coverage and minimum floor area for development of a principal structure in the R1, R2, **R2A**, R4, and PC Districts shall conform to the requirements of Table 153.072(b) of this chapter.

	Table 153.072(b): Dimensional Requirements in Single-Family, Two-Family, Private Club Residential Districts								
Zoning District	Max. Building Height (ft.) ⁷	Minimum Yard Setbacks (ft.)				Maximum Lot Coverage (%)	Min. Gross Floor Area (sq. ft.)		Principle Structure Minimum Width (ft.)
		Front	Side				1 Story	2 Stories	
			interior	Street Side	Rear				
R1	26 ⁶	15 ⁴	10	15	25	40 ^{5 3}	800	1,200	20
R2	26 ⁶	15 ⁴	8	15	25	40 ^{6 4}	800	1,200	20
R2A	26	15	10	20	25	40	400 — 800		20
PC	26 ²	0	0	0	0	NA	0	0	20
R4 ⁸	35	15	15	15	25	50	800	1,200	20

NOTES TO TABLES 153.072(a) and 153.072(b)

¹ ~~This minimum square footage applies to 2-family dwellings; for a single-family dwelling, the minimum allowable area of the R2 Zone, 7,000 square feet, shall apply.~~

²¹ No minimum lot size or width is required; provided, the land is in common ownership. If the land is subdivided, the requirements of the R1 District shall apply.

³ ~~The Zoning may determine that front yards may be the opposite of the yard fronting a public street or right-of-way on lots with sloping topography or facing water bodies.~~

² Setbacks within the C&O Club Development shall be 35 feet for front yard, 15 for side yard and 25 for rear yard.

^{5 3} Maximum lot coverage shall be 50% for lots less than 7,000 square feet.

^{6 4} Maximum lot coverage shall be 50% for lots less than ~~64,500~~ square feet.

⁵ Lot coverage may be increased to 50% if additional landscaping requirements are met. See 153.171(A)(B)(E).

⁶ Single multi-family structures 30-foot maximum height

⁷ See § 153.005 Definitions for the definition of building height.

⁷ Does not include clustered homes, or courtyard homes.

⁸ Planning Commission Site Plan Approval

(C) ~~Administrator~~

Dimensional requirements: square footage for accessory dwelling units, and ~~single multifamily buildings units~~ ~~home conversion units~~. Square footage for accessory dwelling units and ~~home conversion units~~ ~~single multifamily building units~~ shall conform to the requirements of Table 153.072(c).

Table 153.072(c): Dimensional Requirement: Square footage for Accessory Dwelling Units, and Home Conversion Units Single Multi-Family Building Units		
Zoning District	Minimum	Maximum
R1, and R2 R2A	300	900 for ADU only

(D) Dimensional requirements, R4 District. Building height, setbacks, lot coverage and minimum floor area for multiple-family dwellings and Clustered Housing in the R4 District shall conform to the requirements of Table 153.072(d).

Table 153.072(d): Dimensional Requirement in Multiple-family Dwellings in the R4 Zone									
Max. Building Height (ft.) ²	Minimum Yard Setbacks (ft.)				Lot Coverage (%)	Min. Floor Area (sq. ft.), based on number of bedrooms ¹			Distance Between Buildings ²
	Yard Adjacent to:	Front	Side	Rear		1 bedroom / efficiency	2 bedrooms	3 bedrooms	
35	All districts	15	20 15	35 25	50	660 400	780 600	900	30 20

(E) *R4 District; additional requirements for multiple-family dwellings.*

(1) Development standards. The general plan for multiple-family dwellings shall include evidence and facts showing that it has considered and made provisions for, and the development shall be executed in accordance with, the following essential conditions.

(2) Development requirements.

(a) Distance between buildings. The horizontal distance measured between buildings, forming courts and courtyards, shall not be less than ~~40~~ 20 feet.

(b) Parking. A parking area shall be placed so that it does not interfere with any recreation or service area and shall be set back at least ~~20~~ 15 feet from property lines.

(c) Paving. All areas provided for use by vehicles and all pedestrian walks shall be surfaced with bituminous asphalt, concrete, ~~pervious concrete~~ or similar materials and be properly drained.

(e) ~~Access~~ Vehicular circulation system. The proposed development will have a planned circulation system that is designed in the best interest of the public health, safety, and welfare in regard to the overall circulation of the

community. Provision shall be made for safe and efficient ingress and egress to the public streets and highways without undue congestion to, or interference with, normal traffic flow.

(F) Dimensional requirements, clustered housing. Building height, setbacks, lot coverage and minimum floor area for single-family attached, single-family detached, courtyard, two-family dwellings or any combination in an R4 District clustered housing development shall conform to the requirements of Table 153.072(f).

Table 153.072(f) Dimensional Requirements: Single-Family Attached, Single-Family Detached and Two-Family Dwellings in an R4 Clustered Housing Development Zone								
Max. Building Height (ft.)²	Minimum Yard Setbacks (ft.)				Lot Coverage (%)	Min. Gross Floor Area (sq. ft.)		Distance Between Buildings
	Yard Adjacent to:	Front	Side	Rear		1 story	2 stories	
30	All districts	25-15	10	25-20	NA ¹	800	1,100	10

NOTES TO TABLE:

~~¹ Applicants are required to submit a grading and drainage plan, in accordance with the requirements of §§ 153.230 through 153.243 of this chapter, demonstrating stormwater can be contained and managed on the subject property if no municipal stormwater system exists. If a municipal stormwater system exists, the Director of Public Works or consulting engineer representing the city shall review the grading and drainage plan to determine if the existing infrastructure can adequately handle the stormwater runoff. Applicants may be required to install stormwater management features to mitigate impacts to the municipal stormwater system.~~

~~² See § 153.005 Definitions for the definition of building height.~~

§ 153.102 WEST GARFIELD AVENUE GENERAL COMMERCIAL OVERLAY DISTRICT.

(A) Purpose. The purpose of this district is to support the future development of the 200 block of W. Garfield (north side) and the 200 block of W. Lincoln (south side) where industrial uses have been present in the past and commercial development currently exists, surrounded by residential uses.

(B) Applicability. This overlay district shall include the following addresses (see Zoning Map):

- (1) 204 and 208 W. Lincoln; and
- (2) 205 and 207 W. Garfield.

(C) Permitted uses. The following uses shall be permitted as special land uses, in accordance with the procedures of §§ 153.250 through 153.257 of this chapter:

- (1) Restaurants, not including drive-through establishments;
- (2) Convenience stores;
- (3) Grocery stores;
- (4) Storage buildings not to exceed 3,000 square feet;
- (5) ~~Single~~ Multi-family residential;
- (6) Furniture, carpet, appliance or similar use stores; and
- (7) Retail stores.

(D) Other regulations. The Planning Commission, upon request, may determine if a proposed use not listed above is similar to, or comparable to, the permitted uses in Table 153.086. If the Planning Commission determines a

proposed use is not similar or comparable to the permitted uses, the applicant may apply for a special use permit. The Planning Commission may issue a special use permit provided that the proposed use is found to generate commercial activity in accordance with the purpose of this section and it meets the requirements for special land use permits in §§ 153.250 through 153.257 of this chapter.

(E) Dimensional requirements.

(1) Setbacks. The minimum setback requirements are as follows:

- (a) Front: 15 feet;
- (b) Sides: ten feet; and
- (c) Rear: 20 feet.

(2) Height. The maximum permitted building height shall be ~~26~~ 30 feet.

(3) Lot coverage. The maximum lot coverage shall not exceed 75% of the total lot.

§ 153.117 RESIDENTIAL USES.

(A) Dwellings. Single-family attached or detached (all residential units outside of manufactured home communities). All dwelling units located outside a licensed manufactured home community shall comply with the following.

~~(7) Any addition to a dwelling shall meet all the requirements of this chapter. A recreational vehicle, vehicle chassis or tent is not considered a dwelling.~~

~~(B) Senior housing: independent living, assisted living and similar.~~

~~—(1) All dwellings must comply with this chapter. Developments or portions of developments designed as multiple-family buildings shall be subject to the requirements applying to multiple-family dwellings.~~

~~—(2) Developments or portions of developments designed as single or two-family dwellings shall be subject to the requirements applying to single and two-family dwellings.~~

~~(CB)~~ Site condominiums.

~~(DC)~~ Accessory dwelling unit (ADU).

~~(ED)~~ Boarding/rooming house

~~(FE)~~ Home conversions. An existing detached single-family dwelling built prior to 2019 that is located within the required setbacks of the district may be converted to multiple permanent dwelling units subject to the following:

~~(GF)~~ Single-family attached and single multiple-family buildings.

(1) Single-family attached buildings and single multiple-family buildings are subject to all applicable regulations of the zoning district in which they are located unless otherwise expressly stated in this section.

(6) There shall be a minimum of two 6 sq ft windows per non-street facing building façade.

~~—(8) Porches and stoeps may project into the yards in accordance with § 153.149.~~

~~—(9) Façade elements above the ground floor may project into the yards in accordance with § 153.149.~~

(7) Roofline/pitch, siding, other architectural elements maintain single family character.

(G) Short-term rentals. Short-term rentals shall be regulated as provided in Chapter 114 of this code.

§ 153.125 OTHER USES.

~~(E) *Short term rentals.* Short term rentals shall be regulated as provided in Chapter 114 of this code.~~

§ 153.237 STANDARDS FOR SITE PLAN APPROVAL.

(F) (2) *Storm water.* Storm water retention and drainage systems shall be designed so the removal of surface water will not adversely affect neighboring properties or public storm water drainage systems. Unless impractical, storm water shall be removed from all roofs, canopies and paved areas by an underground surface drainage system. Low impact design solutions such as rain gardens and green roofs are encouraged. The proposed project will meet the City of Charlevoix Storm Water Ordinance.

Applicants are required to submit a grading and drainage plan, demonstrating stormwater can be contained and managed on the subject property if no municipal stormwater system exists. If a municipal stormwater system exists, the Director of Public Works or consulting engineer representing the city shall review the grading and drainage plan to determine if the existing infrastructure can adequately handle the stormwater runoff. Applicants may be required to install stormwater management features to mitigate impacts to the municipal stormwater system.

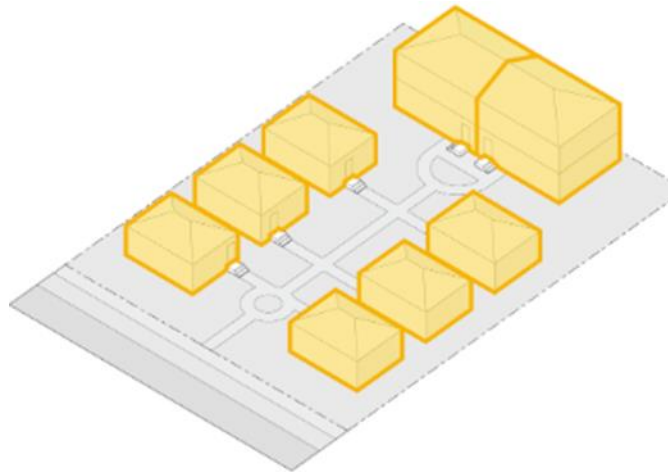
**CITY OF CHARLEVOIX
ORDINANCE NO. 842 of 2023**

AN ORDINANCE TO AMEND TITLE XV: LAND USAGE; SECTIONS 153.005; 153.055; 153.070; 153.072; 153.102; 153.117; 153.125;
153.237 OF THE CITY OF CHARLEVOIX CODE

THE CITY OF CHARLEVOIX ORDAINS:

SECTION 1. Title XV, Chapter 153, Section 153.005 Definitions of the City of Charlevoix Code is hereby amended to add the following definition and shall be placed under (B) Definitions of Dwelling Unit (d) Dwelling, Accessory Unit and labeled (e).

(e) DWELLING, COURTYARD. A structure or series of structures consisting of multiple detached, side-by-side, and/or stacked dwelling units oriented around a courtyard or series of courtyards. The courtyard typically replaces the function of a rear yard and is more open to the street in low intensity neighborhoods and less open to the street in more urban settings. Each unit is accessed from the courtyard. See image of an example below.



SECTION 2. Title XV, Chapter 153, Section 153.005 Definitions of the City of Charlevoix Code is hereby amended to add the following definition and shall be placed under the list of definitions in alphabetical order.

INFILL DEVELOPMENT. The process of developing vacant or underutilized parcels within existing urban areas that are already largely developed. See image labeled Missing Middle Housing below.



SECTION 3. Title XV, Chapter 153, Section 153.055 Zoning Map (A (1) Residential districts, item (f) is hereby repealed.

SECTION 4. Title XV, Chapter 153, Residential Districts, Section 153.070 Intent items (A), (B), (C) and (D) shall be repealed and replaced and shall read as follows:

- (A) *R1, Low Density Family Residential District.* This district is intended to provide stable, low-density neighborhoods of predominantly detached, attached, and clustered single-family dwellings. Where new infill development occurs, housing may include: accessory dwelling units, two-family dwellings, courtyard dwellings, and multi-family structures that maintain single-family character. This district also permits non-residential uses that contribute to the culture and well-being of single-family neighborhoods, such as parks, schools and churches.
- (B) *R2, Medium Density Family Residential District.* The R2 District is intended to provide for residential neighborhoods where a mix of detached, attached, and clustered single-family dwellings, accessory dwelling units, two-family dwellings, courtyard dwellings, and multi-family structures that maintain single-family character.
- (C) *R4, Planned High Density Residential.* This district allows for higher density developments such as condominiums, apartment buildings, site condominiums and large multiple-family dwellings. Multiple-family dwellings may include apartment buildings, townhouses, courtyard dwellings and clustered housing.

SECTION 5. Title XV, Chapter 153, Residential Districts, Section 153.171 Schedule of Uses, Table 153.071 Allowed Uses in Residential Zones shall be repealed and replaced and shall read as follows:

Uses permitted in the R1, R2, R4 and PC Districts are listed in Table 153.071 of this chapter. Additional requirements related to a specific use, if any are referenced in the "Specific Requirements" column.

	R1	R2	R4	PC	Specific Requirements
ACCESSORY					
Accessory uses, building and structures	P	P	P	P	§153.116(A)
Bed and breakfast establishments	S	S	-	-	§153.116(D)
Boathouses, upland dredging	S	-	-	S	§153.116(E)
Day care					
Family day care home	S	S	-	-	
Group day care home	S	S	-	-	§153.116(F)
Foster care					
Adult foster care family home	S	S	-	-	
Foster family home and foster family group home	S	S			
Major home occupation	S	S	S	-	§153.116(H)
Minor home occupation	P	P	P	P	§153.116(H)
Solar panels	P	P	P	P	§153.116(J)
Wind energy conversion systems, single accessory	P	P	P	P	§153.116(K)
RESIDENTIAL					
	R1	R2	R4	PC	Specific Requirements
Adult foster care large group home	-	-	S	-	
Adult foster care small group home	S	S	-	-	
Convalescent and nursing homes	-	-	S	-	
Dwellings					
Single-family, detached	P	P	P	P	§ 153.117 (A)
Single-family, attached (3 or more units)	P	P	P	P	§ 153.117 (A)
Two-family	P	P	P	P	§ 153.117 (G)
Multiple family (3 or more units)	P	P	P	P	§ 153.117 (G)
Accessory dwelling unit	P	P	-	-	

Senior housing; independent living, assisted living and similar facilities	-	-	S	-	§ 153.117 (B)
Rentals	P	P	P	P	§153.158
Boarding/rooming houses	S	S	-	-	
OFFICES AND SERVICES					
Day care center/nursery	S	S	-	-	§153.121(A)
RECREATION AND OPEN SPACE					
Public parks/playgrounds	P	P	P	P	
Athletic courts	P	P	P	P	§153.125(A)
PUBLIC/INSTITUTIONAL					
Churches and customary related uses	P	P	P	P	
Colleges and universities	-	-	S	-	
Community centers	-	-	S	-	
OTHER USES					
Essential service, publicly owned	P	P	P	P	
Site condominium	P	P	P	P	§153.117(C)

SECTION 6. Title XV, Chapter 153, Residential Districts, Section 153.072 Area, Height, and Placement Requirements Table 153.072(a) and item (B) shall be repealed and replaced and shall read as follows:

<i>Table 153.072(a): Lot and Width Requirements in Residential Districts</i>		
Zoning District	Minimum Lot Area (sq. ft.)	Minimum Lot Width (ft.)
R1	9,000	70
R2	6,000	50
R4	15,000	80
PC	NA	NA

- (B) Dimensional requirements. Building height, setbacks, lot coverage and minimum floor area for development of a principal structure in the R1, R2, R4, and PC Districts shall conform to the requirements of Table 153.072(b) of this chapter.

SECTION 7. Title XV, Chapter 153, Residential Districts, Section 153.072 Area, Height, and Placement Requirements Table 153.072(b) shall be repealed and replaced and shall read as follows:

Table 153.072(b): Dimensional Requirements in Residential Districts									
Zoning District	Max. Building Height (ft.)	Minimum Yard Setbacks (ft.)				Maximum Lot Coverage (%)	Min. Gross Floor Area (sq. ft.)		Principle Structure Minimum Width (ft.) ⁷
		Front	Side				1 Story	2 Stories	
			interior	Street Side	Rear				
R1	26 ⁶	15 ⁴	10	15	25	40 ³	800	1200	20
R2	26 ⁶	15 ⁴	8	15	25	40 ⁴	800	1200	20
PC	26 ²	0	0	0	0	NA	0	0	20
R4 ⁸	35	15	15	15	25	50	800	1200	20

NOTES TO TABLES 153.072(a) and 153.072(b)

¹ No minimum lot size or width is required; provided, the land is in common ownership. If the land is subdivided, the requirements of the R1 District shall apply.

² Setbacks within the C&O Club Development shall be 35 feet for front yard, 15 feet for side yard and 25 feet for rear yard.

³ Maximum lot coverage shall be 50% for lots less than 7,000 square feet.

⁴ Maximum lot coverage shall be 50% for lots less than 4,500 square feet.

⁵ Lot coverage may be increased to 50% if additional landscaping requirements are met. See 153.171(A)(B)(E).

⁶ Single multi-family structures 30-foot maximum height

⁷ Does not include clustered homes, or courtyard homes.

⁸ Planning Commission Site Plan Approval

SECTION 8. Title XV, Chapter 153, Residential Districts, Section 153.072 Area, Height, and Placement Requirements item C. and Table 153.072(c) shall be repealed and replaced and shall read as follows:

- (C) Dimensional requirements: square footage for accessory dwelling units and single multifamily buildings units. Square footage for accessory dwelling units and single multifamily building units shall conform to the requirements of Table 153.072(c).

Table 153.072(c): Dimensional Requirement: Square footage for Accessory Dwelling Units and Single Multi-Family Building Units		
Zoning District	Minimum	Maximum
R1 and R2	300	900 for ADU only

SECTION 9. Title XV, Chapter 153, Residential Districts, Section 153.072 Area, Height, and Placement Requirements, Table 153.072(d) and item (E) (2) Development Requirements, items (a), (b), (c) and (e) shall be repealed and replaced and shall read as follows:

Table 153.072(d): Dimensional Requirement in Multiple-family Dwellings in the R4 Zone									
Max. Building Height (ft.)	Minimum Yard Setbacks (ft.)				Lot Coverage (%)	Min. Floor Area (sq. ft.), based on number of bedrooms			Distance Between Buildings
	Yard Adjacent to:	Front	Side	Rear		1 bedroom / efficiency	2 bedrooms	3 bedrooms	
35	All districts	15	15	25	50	400	600	900	20

(E) *R4 District; additional requirements for multiple-family dwellings.*

(2) Development requirements.

(a) Distance between buildings. The horizontal distance measured between buildings, forming courts and courtyards, shall not be less than 20 feet.

(b) Parking. A parking area shall be placed so that it does not interfere with any recreation or service area and shall be set back at least 15 feet from property lines.

(c) Paving. All areas provided for use by vehicles and all pedestrian walks shall be surfaced with bituminous asphalt, concrete, pervious concrete or similar materials and be properly drained.

(e) Vehicular circulation system. The proposed development will have a planned circulation system that is designed in the best interest of the public health, safety, and welfare in regard to the overall circulation of the community. Provision shall be made for safe and efficient ingress and egress to the public streets and highways without undue congestion to, or interference with, normal traffic flow.

SECTION 10. Title XV, Chapter 153, Residential Districts, Section 153.072 Area, Height, and Placement Requirements, Table 153.072(f) shall be repealed and replaced and shall read as follows:

Table 153.072(f) Dimensional Requirements: Single-Family Attached, Single-Family Detached and Two-Family Dwellings in an R4 Clustered Housing Development Zone								
Max. Building Height (ft.)	Minimum Yard Setbacks (ft.)				Lot Coverage (%)	Min. Gross Floor Area (sq. ft.)		Distance Between Buildings
	Yard Adjacent to:	Front	Side	Rear		1 story	2 stories	
30	All districts	15	10	20	NA	800	1,100	10

SECTION 11. Title XV, Chapter 153, Residential Districts, Section 153.102 West Garfield Avenue General Commerical Overlay District and item (C) Permitted uses item (5) and item (E) Dimensional requirements item (2) shall be repealed and replaced and shall read as follows:

(C)(5) Multi-family residential

(E)(2) Height. The maximum permitted building height shall be 30 feet.

SECTION 12. Title XV, Chapter 153, Residential Districts, Section 153.117 Residential Uses, item (A) Dwellings, single-family attached or detached (outside manufactured home communities) item 7 shall be repealed and replaced and shall read as follows:

(A)(7) A recreational vehicle, vehicle chassis or tent is not considered a dwelling.

SECTION 12. Title XV, Chapter 153, Residential Districts, Section 153.117 Residential Uses, (B) Site condominiums and items (1) and (2) shall be repealed and the section headers shall be relabeled accordingly in alphabetical order.

SECTION 13. Title XV, Chapter 153, Residential Districts, Section 153.117 Residential Uses, previously labeled (G) Single-family attached and single multiple-family buildings now relabeled (F) shall be repealed and replaced and shall read as follows:

(F) Single-family attached and single multiple-family buildings.

(1) Single-family attached buildings and single multiple-family buildings are subject to all applicable regulations of the zoning district in which they are located unless otherwise expressly stated in this section.

(2) The main entrance is located in the building façade of the principal frontage.

(3) A maximum of two entrance per building façade.

(4) Parking is located in the rear or on the side of the building.

(5) Parking access is from the alley where available, otherwise access may be from the side or front lot line.

(6) The principal building façade shall have a minimum of 20% glazing (windows). There shall be a minimum of two 6 sq ft windows per non-street facing building façade.

(7) Roofline/pitch, siding, other architectural elements maintain single family character.

SECTION 14. Title XV, Chapter 153, Residential Districts, Section 153.117 Residential Uses, item (G) shall be repealed and replaced and shall read as follows:

(G) Short-term rentals. Short-term rentals shall be regulated as provided in Chapter 114 of this code.

SECTION 15. Title XV, Chapter 153, Residential Districts, Section 153.125 Other Uses item (E) Short term rentals shall be repealed and the section headers shall be relabeled accordingly in alphabetical order.

SECTION 16. Title XV, Chapter 153, Residential Districts, Section 153.237 Standards for Site Plan Approval item (F) (2) shall be repealed and replaced and shall read as follows:

(F) (2) Storm water. Storm water retention and drainage systems shall be designed so the removal of surface water will not adversely affect neighboring properties or public storm water drainage systems. Unless impractical, storm water shall be removed from all roofs, canopies and paved areas by an underground surface drainage system. Low impact design solutions such as rain gardens and green roofs are encouraged. The proposed project will meet the City of Charlevoix Storm Water Ordinance. Applicants are required to submit a grading and drainage plan, demonstrating stormwater can be contained and managed on the subject property if no municipal stormwater system exists. If a municipal stormwater system exists, the Director of Public Works or consulting engineer representing the city shall review the grading and drainage plan to determine if the existing infrastructure can adequately handle the stormwater runoff. Applicants may be required to install stormwater management features to mitigate impacts to the municipal stormwater system.

SECTION 17. Severability

No other portion, paragraph or phase of the Code of the City of Charlevoix, Michigan shall be affected by this Ordinance except as to the above sections, and in the event any portion, section or subsection of this Ordinance shall be held invalid for any reason, such invalidation shall not be construed to affect the validity of any other part or portion of this Ordinance or of the Code of the City of Charlevoix, Michigan.

SECTION 18. Effective Date

This Ordinance shall become effective thirty (30) days after its enactment.

Ordinance No. 843 was adopted on the 16th day of October 2023 A.D., by the Charlevoix City Council as follows:

Motion by:

Seconded by:

Yeas:

Nays:

Absent:

State of Michigan } §
City of Charlevoix

Sarah J. Dvoracek

Clerk

Lyle Gennett

Mayor

Charlevoix City Council

Public Hearings and Actions Requiring Public Hearings

Title: Public Hearing: Ordinance 843- Rezoning Parcels

Date: October 16, 2023

Presented By: Jonathan Scheel, Zoning Administrator

Background:

The Planning Commission has been diligently working on solutions for housing in the City of Charlevoix over the last year or more. One of the incremental solutions to this is the rezoning of some parcels in the City to incentivize infill and projects with multiple homes. The Planning Commission focused on under-utilized larger properties in two areas of the City. Sixteen parcels (9+ acres) in the southwest section of the City and five parcels (4+- acres) in the northeast section of the City. Each one of these areas seems ripe for new housing development.

The southwest parcels border Garfield St., Carpenter St., Whitley St. and Charlevoix Township. The parcels range from 6,000+ sq ft to over 55,000 sq ft, most being larger. Two owners own multiple adjacent parcels, which potentially makes development even more probable. Many of the parcels have a legal nonconforming industrial use, while it is a much-needed use in the region and has been a good neighbor, it could be moved to a better location and replaced with housing that matches the adjacent neighborhood. During the Planning Commission rezone process, most of the owners in this area were spoken to in person by members of a Planning Commission subcommittee.

The northeast parcels are all currently zoned General Commercial and have been for decades. There has been no development of any of these properties over those same decades. In fact, the only property that had a general commercial use abandoned the use decades ago and has been empty since. These parcels are also large, ranging from 13,000 to 57,000+. This area is sandwiched between the golf course on the north and south (Division St. and Petoskey Ave.), R-4 multi-family condominiums on the west and a proposed office/residential development and a restaurant on the east. The Planning Commission believes similar development of condominiums, apartments and or attached single family homes seems ripe for development in this area. With most of these parcels having access from both Petoskey Ave. and Division St., ingress/egress and general traffic circulation works especially well for multi-family residential development.

Lastly, an additional seven parcels that are currently zoned R-2A are being rezoned as with recent approved changes to the R2 zone district and proposed changes to the R1 district that are in front of you tonight, two-family homes will be allowed with similar conditions in both R1 and R2. R2A no longer serves a purpose.

Recommendation:

Motion to approve Ordinance Amendment 843 of 2023 as presented.

Attachments:

1. 843 of 2023 Zoning Ordinance Amendment to Rezone Several Parcels
2. Sheridan rezone
3. Sheridan Zone
4. Rezone Petoskey Ave 2

5. Petoskey Ave zone
6. Dixon
7. Dixon (2)
8. R-2A Stover
9. Crain Street
10. Crain zone

**CITY OF CHARLEVOIX
ORDINANCE NO. 843 of 2023**

AN ORDINANCE TO AMEND TITLE XV: LAND USAGE; SECTION 153.055; THE OFFICIAL ZONING MAP OF THE CITY OF CHARLEVOIX

THE CITY OF CHARLEVOIX ORDAINS:

SECTION 1. Title XV, Chapter 153, Section 153.055 (B) of the City of Charlevoix Code is hereby amended to change the following parcels zoning districts as follows:

SECTION 2. Description of the amended rezone districts:

Rezone the following parcels, full described from R-1 Single Family District to R-2 Single Family District: in the City of Charlevoix, Charlevoix County, Michigan,

1. **510 W. Garfield Ave.** 52-227-001-25: COM AT S1/4 COR SEC 27 T34N R8W TH AL N &S1/4 LI SD SEC N00DEG56'18"E 1155.34 FT TO NWLY COR ROBERT & BARBARA TIMMS PROP DESC L242 P475 CX CO R/D FOR POB TH CONTAL SD 1/4 LI N00DEG56'18"E 147.12FT TO SLI GARFIELD AVE TH A S LI GARFIELD AVE S89DEG41'39"E 148FT TH S00DEG56'18"W 147.16FT TO NLY LI SD TIMMS PROP TH AL SD LI N89DEG40'45"W 148FT TO POB BEING PT SW1/4 OF SE1/4 SEC 27 T34N R8W 95SP1094 FROM 227-001-100
2. **508 W. Garfield Ave.** 052-227-001-20: COM AT S1/4 COR SEC 27 T34N R8W TH AL N&S1/4 LI SD SEC N00DEG56'18"E 1155.34FT TO NWLY COR ROBERT & BARBARA TIMMS PROP DESC L242 P475 CX CO R/D TH CONT AL SD 1/4 LI N00DEG56'18"E 147.12FT TO S LI GARFIELD AVE SD PT BEING S00DEG56'18"W 16.5FT OF INTER S1/8 LI WI N&S1/4 LI SD SEC TH AL S LI SD AVE S89DEG41'39"E 148 FT FOR POB TH CONT S89DEG41'39"E 74FT THS00DEG04'11"E 138.69FT TO NLY LI SD TIMMS PROP TH AL SD PROP LI N85DEG11'48"W 47.16FT TH CONTAL SD LI S00DEG41'09"W 12.17FT(RECD AS 11.80FT) TH CONT AL SD LI N89DEG40'45"W 29.43FT TH N00DEG56'18" E 147.16FT TO POB BEING PT OF SW1/4 OF SE1/4 SEC 27 T34N R8W 95SP1094 FROM 227-001-10
3. **601 Sheridan St.** 052-227-001-15: COM AT S 1/4 COR SEC 27 T34N R8W TH AL N&S 1/4 LI SD SEC N00DEG56'18"E 1302.46 FT TO S LI GARFIELD AVE SD PT BEING S00 DEG56'18"W 16.5FT OF INTER OF S 1/8 LI WI N&S 1/4 LI SD SEC TH AL S LI SD AVE S88DEG41'39"E 222FT BEING POB TH CONT AL SD LI S89DEG41'39"E 161.16FT TO NWLY LI NORWOOD RD TH AL SD RD LI S20DEG14'23"W 156.47FT TO NELY COR OF ROBERT & BARBARATIMMS PROP DESC IN L242 P475 CHX CO REC TH AL NLY LI OF SD TIMMS PROP N85DEG11' 48"W 107.23FT TH N00DEG04'11"W 138.69FT TO POB BEING PART OF SW 1/4 OF SE 1/4 SEC 27 T34N R8W PARCEL A 90SP 1189 FROM 227-001-00
4. **602 Sheridan St.** 052-227-009-00: BEG AT PT ON ELY LI OF STATE RD 2 RDS S OF INTERSECTION OF E&W1/8 LI OF SEC 27 T34N R8W WI ELY LI OF STATE RD TH E 84.5FT TH S 120 FT TH W TO ELY LI OF STATE RD TH NELY AL ELY LI OF STATE RD TO POB
5. **603 Sheridan St.** 052-227-002-00: BEG ON THE N&S 1/4 LI SEC 27 T34N R8W 163.5 FT S OF THE S 1/8 LI SD SEC TH E PARA WITH SD S 1/8 LI 177.13 FT TH N PARA WITH SD N&S 1/4 LI 11.8 FT TH SE'LY 154.1 FT TO NW'LY LI OF NORWOOD RD TO A PTE WHICH IS PARA WITH SD S 1/8 LI AND PASSES THRU THE POB TH SW'LY AL SD NW'LY LI OF SD RD 90.28 FT TH NW'LY AT AN ANG OF 81DEG10'53" TO THE RIGHT FROM LAST DESC CRSE 85.40 FT TH SW'LY AT AN ANG OF 13DEG08'06" TO THE LEFT FROM LAST DESC CRSE 217.05 FT TO SD N&S 1/4 LI TH N AL SD 1/4 LI 75FT TO POB BEING PT OF SW 1/4 OF SE 1/4 SEC 27 T34N R8W PREVIOUSLY DESCRIBED AS: BEG ON N&S1/4 LI SEC 27 T34N R8W 163.5FTS OF S1/8 LI SD SEC TH E PARA WI S1/8 LI 177.13 FT TH N PARA WI SD N&S1/4 LI 11.8FT TH SELY 154.1 FT TO NWLY LI NORWOOD RD SD ST BEING ON LI WHICH IS PARA WI SDS1/8 LI & WHICH PASSES THRU POB TH SWLY AL NWLY LI SD RD TO INTER WI S LI OF N 492 FT OF SW1/4 OF SE1/4 SD SEC BEING ONN LI OF FORMER EARL MILLER PROP TH WLY AL NLY LI SD MILLER PROP TO SD N&S1/4 LI TH NLY AL SD 1/4 LI TO POB BEING PT OF SW1/4 OF SE1/4 SEC 27-34-8
6. **604 Sheridan St.** 052-227-011-00: N 60 FT OF FOLLOWING:COM 5 RDS & 2 FT E & 153 FT S OF INTER OF E&W1/8 LI SEC 27 T34N R8W WI E LI OF EMMET & GRAND TRAV STATE RD TH S 120 FT TO N LI OF ROBINSONAVE CLARKS ADD IF EXTEND TH DUE W TO E LI OF E> STATE RD TH NELY AL E LI SD STATE RD TO PT DUE W OF POB TH E TO POB BEING PT OF SW1/4 OF SE1/4 SEC 27-34-8
7. **605 Sheridan St.** 052-227-003-00: BEG ON THE N&S 1/4 LI SEC 27 T34N R8W 163.5 FT S OF THE S 1/8 LI SD SEC TH E PARA WITH SD S 1/8 LI 177.13 FT TH N PARA WITH SD N&S 1/4 LI 11.8 FT TH SE'LY 154.1 FT TO NW'LY LI OF NORWOOD RD TO A PTE WHICH IS PARA WITH SD S 1/8 LI AND PASSES THRU THE POB TH SW'LY AL THE NW'LY OF SD RD TO ITS INTER W/ THE S LI OF THE N 492 FT TO THE SW 1/4 OF SE 1/4 SD SEC BEING THE N LI OF THE FORMER EARL W MILLER PROP TH W'LY AL THE N'LY LI OF SD MILLER PROP TO SD N & S 1/4 LI TH N'LY AL SD 1/4 LI TO POB BEING PT OF THE SW 1/4 OF SE 1/4 SEC 27 T34N R8W EXC BEG ON THE N&S 1/4 LI SEC 27 T34N R8W 163.5 FT S OF THE S 1/8 LI SD SEC TH E PARA WITH SD S 1/8 LI 177.13 FT TH N PARA WITH SD N&S 1/4 LI 11.8 FT TH SE'LY 154.1 FT TO NW'LY LI OF NORWOOD RD TO A PTE WHICH IS PARA WITH SD S 1/8 LI AND PASSES THRU THE POB TH SW'LY AL SD NW'LY LI OF SD RD 90.28 FT TH NW'LY AT AN ANG OF 81DEG10'53" TO THE RIGHT FROM LAST DESC CRSE 85.40 FT TH SW'LY AT AN ANG OF 13DEG08'06" TO THE LEFT FROM LAST DESC CRSE 217.05 FT TO SD N&S 1/4 LI TH N AL SD 1/4 LI 75FT TO POB BEING PT OF SW 1/4 OF SE 1/4 SEC 27 T34N R8W PREVIOUSLY DESCRIBED AS: BEG 235.5 FT S OF NW COR OF S1/2 SE1/4 SEC 27 T34N R8W TH S 256.5 FT TH E TO WLY LI OF STATE RD TH NELY AL STATE RD TO PT E OF PT OF POB TH W TO POB PT SEC 27-34-8
8. **608 Sheridan St.** 052-227-010-00: BEG 84.5 FT E & 153 FT S INTERSECTION E&W1/8 LI SEC 27 T34N R8W WI ELY LI STATE RD S 120 FT W TO ELY LI RD NELY ALG RD TO PT W OF POB E TO POB EX:N 60FT
9. **610 Sheridan St.** 052-227-012-00: BEG 84.5 FT E & 273 FT S INTERSECTION E &W1/8 LI SEC 27 T34N R8W WI ELY LI STATE RD TH S 233.5 FT TH W TO ELY LI SD RD THNELY AL SD RD TO PT W OF POB TH E TO POB

10. **611 Sheridan St.** 052-227-005-00: COM AT A PT 40 RDS N OF SW COR OF S1/2 OF SE1/4 SEC 27 T34N R8W TH E 16 RDS TH N 10 RDS TH W 16 RDS TH S AL 1/4 LI TO POB EX: THAT PT LYING ELY OF NORWOOD RD
11. **612 Sheridan St.** 052-227-012-15: COM ON E LI EMMET GRAND TRAV STATE RD 2 RDS S FRM PT WHERE E&W1/8 LI INTER SD STATE RD IN S1/2 OF SE1/4 SEC 27 T34N R8W TH E 5 RDS 2FT TH S 548.5FT TH W132.5FT FOR POB TH N9DEG16'30"E 75.99FT TH W 120.25FT M/L TO E LI SD RD TH SLY AL SD RD 79.14FT TO PT W OF POB TH E 132.5FT M/L TO POB BEING PT S1/2 OF SE1/4 SEC 27-34-8 ALSO BEG AT A PT 660FT N & 264FT E OF SW COR OF SE1/4 SEC 27 T34N R8W TH N TO E LI STATE RD TH SWLY AL E LI SD RD TO A PT W OF POB TH E TO POB ALSO BEG 672.5FT N & 264FT E OF SW COR OF SE1/4 SEC 27-34-8 TH E 99FT TH N 66FT TH W 99FT TH S 66FT TO POB PT OF SW1/4 OF SE1/4 SEC 27-34-8 COMBINATION on 03/22/2004 from 052-227-004-20, 052-227-012-10
12. **000 Whitley St.** 052-227-012-20: COM ON E LI EMMET-GRAND TRAV STATE RD 2 RDS S FRM PT WHERE E&W 1/8 LI INTER SD RD IN S 1/2 OF SE 1/4 SEC 27 T34N R8W TH E 5 RDS 2 FT TH S 473.5 FT FOR POB TH CONT S 75 FT TH W 132.5 FT TH N9 DEG 16'30"E 75.99 FT TH E 120.25 FT M/L TO POB BEING PART OF S 1/2 OF SE 1/4 SEC 27-34-8.
13. **819 Whitley St.** 052-227-013-00: BEG 536 FT E & 640.5 FT N SW COR SE1/4 SEC 27 T34N R8W N 98 FT W 173 FT S 66 FT W 99 FT S 12.5 FT W TO SE'LY LI STATE RD SWLY ALG RD TO PT W OF BEG E TO BEG PT SEC 27-34-8.
14. **000 Sheridan St.** 052-227-006-00: BEG 660 FT S OF NW COR S1/2 SE1/4 SEC 27T34N R8W TH S 198 FT TH E TO WLY LI STATE RD TH NELY AL STATE RD TO PT E OF POB TH W TO POB PT SEC 27-34-8
15. **621 Sheridan St.** 052-227-008-00: BEG AT A PT ON N & S 1/4 LI 28 RDS N OF SW COR OF S 1/2 OF SE 1/4 TH E TO W LI OF STATE RD TH SW'LY AL W LI OF SD RD 100 FT TH W TO N & S 1/4 LI TH N TO POB BEING PT OF S 1/2 OF SE 1/4 SEC 27-34-8.
16. **000 Sheridan St.** 052-227-007-00: SEC 27 T34N R8W COM 28 RDS N OF SW COR OF S 1/2 OF SE 1/4 S ON 1/4 LI TO W LI O OF STATE RD NE AL W LI DUE E OF BEGW TO BEG EX: BEG AT PT ON N & S 1/4 LI 28 RD N OF SW COR S 1/2 OF SE 1/4 TH E TO W LI OF STATE RD TH SW'LY AL W LI OF SD RD 100 FT TH W TO N & S 1/4 LI TH N TO POB BEING PT OF S 1/2 OF SE 1/4 27-34-8.
17. **107 Stover Rd** 052-335-050-00 COM AT INTER OF MAY & STOVER MAY BEING ON W1/8 LI OF SEC 35 T34N R8W W ALG C/L STOVER 244 FT BEING POB CONT W ALG SD RD102.5FT TO SW COR FRED DECASTRO PROP N ALG W LI DECASTRO PROPERTY 315 FT E PARASTOVER TO PT 244 FT W C/L MAY ST TO POB PT SW1/4 OF NW1/4 SEC 35-34-8 SUB TO R/WOF STOVER RD

Rezone the following parcels, fully described from (GC) General commercial to R-4 Multi Family District: in the City of Charlevoix, Charlevoix County, Michigan,

1. **743 Petoskey Ave** 052-123-075-00: BEG 840.4 FT W E1/4 COR SEC 23 T34N R8W W ON 1/4 LI 138 FT S TO N LI PETOSKEY AVE ELY ON SD AVE TO PT S OF POB N TO POB PT N1/2 SE1/4 SEC 23 T34N R8W; NOW MORE PARTICULARLY DESCRIBED AS: COM AT WELL BOX @ E.K. ROBINSON'S (COUNTY SURVEYOR) POSITION OF THE E1/4 COR SEC 23 T34N R8W TH AL E.K. ROBINSON'S E&W1/4 LI SD SEC N89DEG55'52"W 842.82FT (RECD AS 840.4FT & MEAS 840.60FT FROM DC NETTLETON'S DEPUTY COUNTY SURVEYOR, E1/4 COR) FOR POB TH S00DEG05'02"W (RECD AS S) 31.90FT TH CONT S00DEG05'02"W (RECD AS S) 1.10FT TO S LI DIVISION ST TH CONT S00DEG05'01"W (RECD AS S) 382.66FT TO N LI PETOSKEY AVE TH AL SD AVE LI S69DEG01'16"W 147.88FT TO E LI CITY OF CHARLEVOIX PROP TH AL E LI SD CITY'S PROP N00DEG05'01"E (RECD AS N) 435.77FT TO S RD LI TH CONT N00DEG05'01"E (RECD AS N) 33FT TO SD ROBINSON'S 1/4 LI TH AL E&W1/4 LI S89DEG55'52"E 138FT TO POB BEING PT NE1/4 OF SE1/4 SEC 23-34-8
2. **745 Petoskey Ave** 052-123-076-00: COM 737.9FT W E1/4 COR SEC 23 T34N R8W S0DEG09'E 406.8FT TO C/L PETOSKEY AVE S69DEG 06'W ON PETOSKEY AVE 108.55FT N0DEG17'W 445.5FT TO E&W 1/4 LI E ON 1/4LI 102.5FTTO POB PT NE1/4 OF SE1/4
3. **747 Petoskey Ave** 052-123-077-00: COM AT A PT 737.9 FT W OF E1/4 POST SEC 23 T34N R8W TH S0DEG09'E 406.8 FT TO C/L PETOSKEY AVE TH N69DEG06'E AL SD C/L 59.2 FT TH N 406 FT TH W AL 1/4 LI SEC 23 56 FT TO POB ALSO DESC AS: BEG AT A PT 684.09FT W OF 1/4 POST BETWEEN SEC 23&24 S 384.12FT TO C/L OF PETOSKEY AVE TH SW'LY AL C/L OF PETOSKEY AVE 59.20FT TH N TO 1/4 LI TH E 56.00FT TO POB BEING PT OF N 1/2 OF SE 1/4 OF SEC 23 T34N R8W
4. **680 Division Street** 052-123-079-10: COM AT THE E 1/4 COR OF SEC 23 T34N R8W TH AL THE E-W 1/4 LI OF SD SEC N89°26'22"W 600.19 FT TO A PT IN THE C/L OF DIVISION ST BEING THE POB TH CONT AL SD 1/4 LI N89°26'22"W 81.74 FT TH S00°29'50"W 32.93 FT TO A 1 INCH PIPE ON THE S LI OF SD ST TH CONT S00°29'50"W 142.88 FT TO A 1 INCH PIPE TH S89°24'59"E 66.73 FT TO A 1 INCH PIPE TH CONT S89°24'59"E 15.68 FT TO A 1/2" IR ROD TH N00°16'58"E 142.96 FT TO A 1/2" IR ROD ON THE S LI OF SD ST TH CONT N00°16'58"E 32.89 FT TO THE POB BEING A PT OF THE NE 1/4 OF THE SE 1/4 OF SEC 23 T34N R8W AND CONT 0.331 A COMBINED ON 12/09/2022 FROM 052-123-079-00 & PT OF 052-123-080-00
5. **755 Petoskey Ave** 052-123-080-10: COM AT THE E 1/4 COR OF SEC 23 T34N R8W TH AL THE E-W 1/4 LI OF SD SEC N89°26'22"W 489.99 FT (REC AS 490.05 FT) TO A PT IN THE C/L OF DIVISION ST BEING THE POB TH CONT N89°26'22"W 110.20 FT TH S00°16'58"W 32.89 FT TO A 1/2" IR ROD ON THE S LI OF DIVISION ST TH CONT S00°16'58"W 287.44 FT TO A PK NAIL ON THE N LI OF PETOSKEY AVE (US-31) TH CONT S00°16'58"W 32.16 FT TO THE C/L OF SD AVE TH AL THE C/L OF SD AVE N69°55'01"E 116.29 FT TH N00°30'04"E 33.14 FT TO A 1/2" IR ROD ON THE N LI OF SD AVE TH CONT N00°30'04"E 245.42 FT TO A 1/2" SQUARE BAR ON THE S LI OF SD ST TH CONT N00°30'04"E 32.93 FT TO THE POB BEING A PT OF THE NE 1/4 OF THE SE 1/4 OF SEC 23 T34N R8W AND CONT 0.835 A SPLIT ON 12/09/2022 FROM 052-123-080-00

Rezone the following parcels, full described from (R-2A) Residential to R-1 Residential District: In the City of Charlevoix, Charlevoix County, Michigan,

1. **106 Dixon Ave.** E 052-126-037-15: BEG AT PT ON S LI OF DIXON AVE 294.5FT E OF E LI OF MICH AVE TH CONT E AL SD DIXON AVE 74.5FT TH S 198FT TH W 74.5FT TH N11DEG17'50"E 53.45FT TH N7DEG57"W 56FT TH N1DEG43'58"W 90.16FT TO POB BEING PT GOV LOT 2 SEC 26-34-8 .321A 97SP0996 FROM 126-037-00
2. **106 Dixon Ave.** E 052-126-037-10: BEG AT PT ON S LI OF DIXON AVE 220 FT E OF E LI OF MICH AVE TH S 198FT TH E 74.5 TH N11DEG17'50"E 53.45FT TH N7DEG57"W 56FT TH N1DEG43'58"W 90.16FT TO S LI OF DIXON AVE TH AL SD DIXON AVE W 74.5FT TOPOB BEING PT GOV LOT 2 SEC 26-34-8 .356A 97SP0996 FROM 126-037-00
3. **304 Michigan Avenue** 052-153-001-00: LOTS 1 & 2 OF BLOCK 3 OF DIXONS ADDITION
4. **1032 May Street** 052-335-062-20 87SP/COMB 335-062-10/335-062-00 PT OF SE 1/4 OF NW 1/4 OF SEC 35 T34N R8W DESC AS COM AT INTERS C/L MAY ST & STOVER RD IN CITY OF CX TH E AL C/L OF SD STOVER RD 238.37 FT TH N 269.94 FT THW 238.37 FT TO C/L OF SD MAY ST TH S ON C/L OF SD MAY ST 269.94 FT TO POB EX: COM AT 5/8 IN BAR AT W 1/4 COR OF SEC 35-34-8 TH N 0DEG 49'24"W AL W LI OF SD SEC 1229.33 FT TH N 89DEG 42'35"E 1320.49 FT TO W1/8 LI OF SD SEC TH S 0DEG 49'59" E 411.6 FT TO PT IN C/L OF MAY ST HAVINGBEEN RECD AS 27.78 CHS S OF N LI OF SD SEC BEING POB OF DESC TH N 89DEG 41'16"E 238.2 FT (RECD AS E 238.37 FT) TO A T-IR ST TH S 0DEG 51'12"E 9RECD AS S) 100 FT TO 1/2 IN ROD TH S 89DEG 41'16"-W 238.24 FT TO SD W 1/8 LI TH N 0DEG 49'59"W (RECD AS N) AL SD 1/8 LINES & AL C/L OF SD RD 100 FT TO POB BEING PT OF SE 1/4 OF NW 1/4 SEC 35-34-8.

The City of Charlevoix Planning Commission is proposing to rezone the following parcels, full described from (R-2A) Residential to R-2 Residential District: in the City of Charlevoix, Charlevoix County, Michigan,

1. **305 & 307 Crain Street** 052-280-045-00: R2 WESTPORT LOTS 45 & 48
2. **107 Stover Rd** 052-335-050-00: COM AT INTER OF MAY & STOVER MAY BEING ON W1/8 LI OF SEC 35 T34N R8W W ALG C/L STOVER 244 FT BEING POB CONT W ALG SD RD102.5FT TO SW COR FRED DECASTRO PROP N ALG W LI DECASTRO PROPERTY 315 FT E PARASTOVER TO PT 244 FT W C/L MAY ST TO POB PT SW1/4 OF NW1/4 SEC 35-34-8 SUB TO R/WOF STOVER RD

SECTION 3. Severability

No other portion, paragraph or phase of the Code of the City of Charlevoix, Michigan shall be affected by this Ordinance except as to the above sections, and in the event any portion, section or subsection of this Ordinance shall be held invalid for any reason, such invalidation shall not be construed to affect the validity of any other part or portion of this Ordinance or of the Code of the City of Charlevoix, Michigan.

SECTION 4. Effective Date

This Ordinance shall become effective thirty (30) days after its enactment.

Ordinance No. 843 was adopted on the 16th day of October 2023 A.D., by the Charlevoix City Council as follows:

Motion by:

Seconded by:

Yeas:

Nays:

Absent:

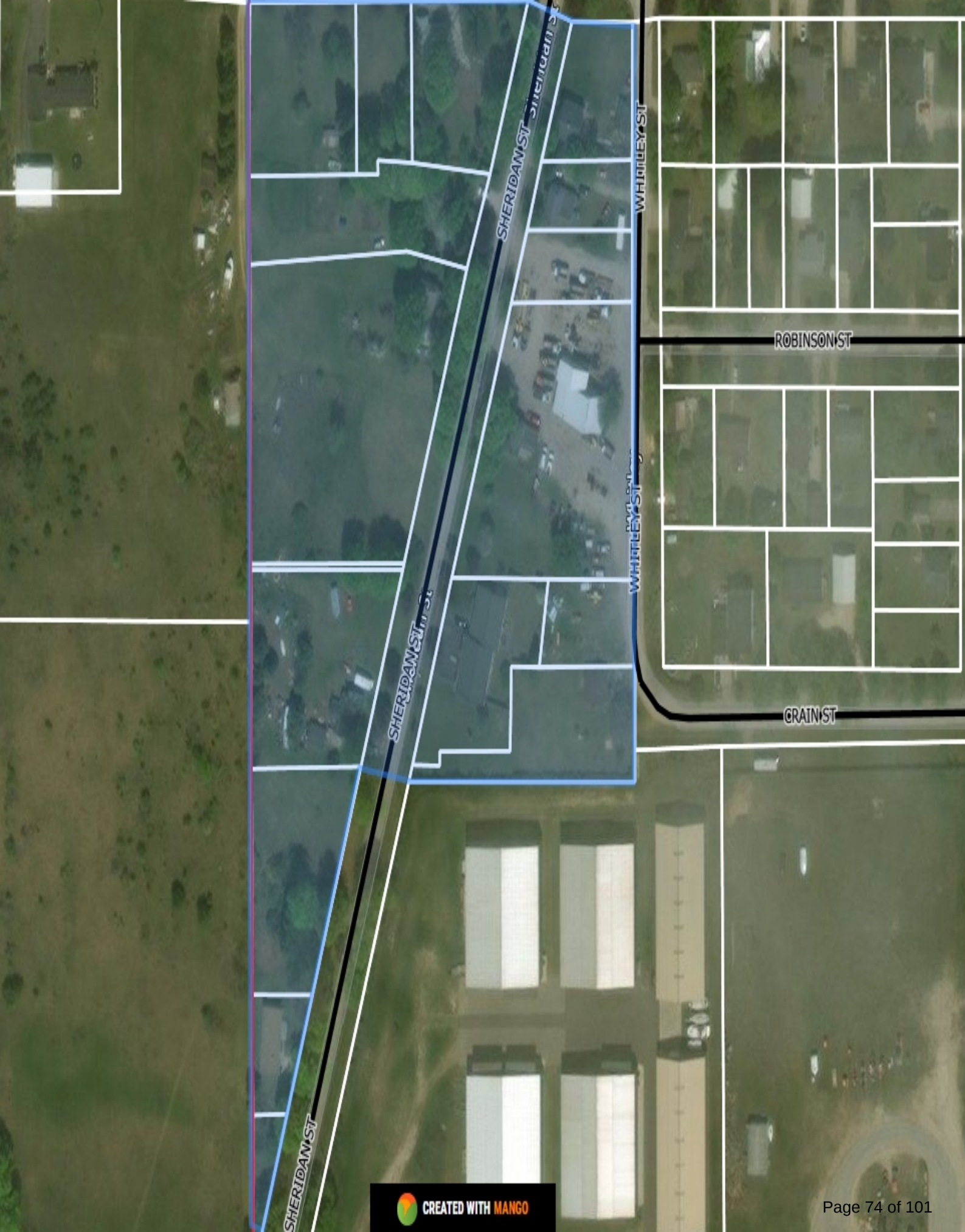
State of Michigan } §
City of Charlevoix

Sarah J. Dvoracek

Clerk

Lyle Gennett

Mayor







DIVISION ST

DIVISION ST

DIVISION ST

MERCER RD

US 31 N

PETOSKEY AVE

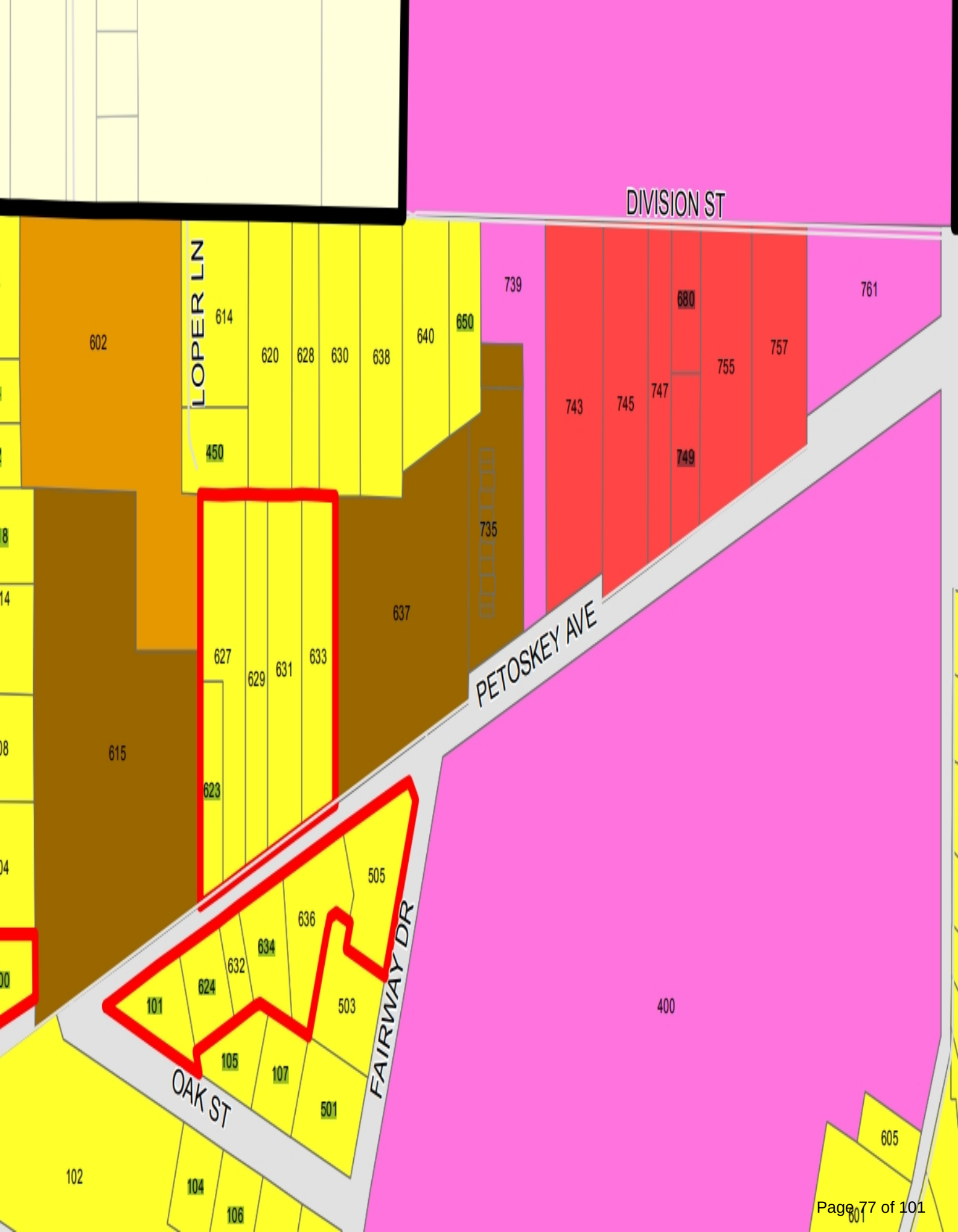
PETOSKEY AVE

Charlevoix Golf Club

MERCER BLVD

FAIRWAY DR

PAK ST



DIVISION ST

LOPER LN

PETOSKEY AVE

OAK ST

FAIRWAY DR



CITY OF CHARLEVOIX

Ainslie St
AINSLIE ST

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BERDAN PL

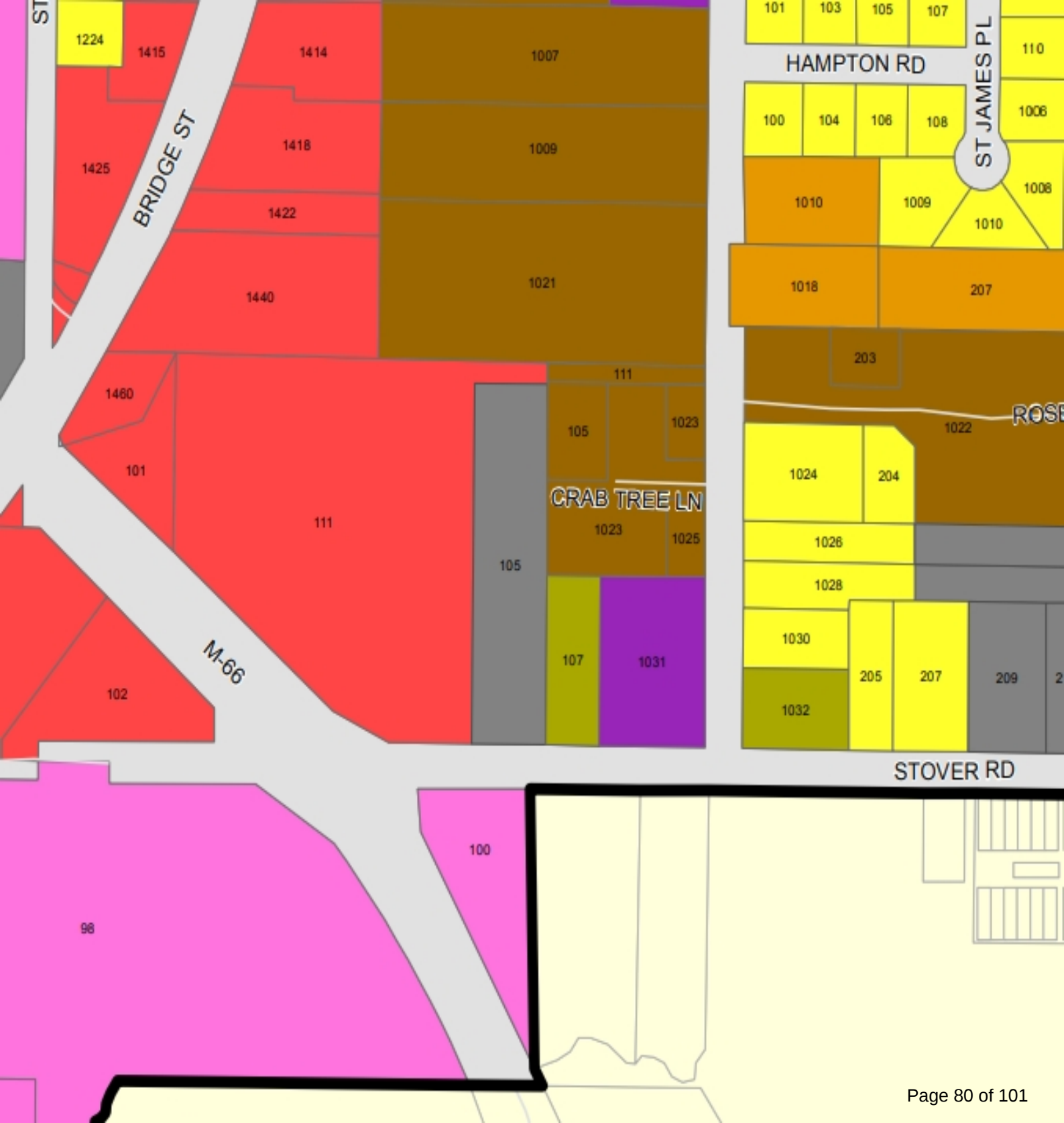
E DIXON AVE
E Dixon Ave

E DIXON AVE

THISTLE DOWNS
Downs Dr

THISTLE DOWNS









Charlevoix City Council

All Other Actions and Requests

Title: Verizon Small Cell Pole Central Business District

Date: October 16, 2023

Presented By: Jonathan Scheel, Zoning Administrator

Background:

Recently, I received a completed application for a cellular pole located in downtown Charlevoix. As many of you know, our downtown has been a dead spot for cell service. The applicant is Cellco Partnership DBA Verizon Wireless. The cellular equipment will be placed on a new taller city light pole that replaces an existing light pole on the south side of the 100 block of Clinton Street. It will be located in front of the drugstore on a pole that matches the look of the City's existing light pole, only taller.

I have reviewed 153.125 (F) Small wireless communications facilities deployment ordinance of the City of Charlevoix Zoning Code. I believe the application meets all of the requirements of the code. With a completed application, the City has 60 days to approve or deny the application. I have included below, the criteria needed to deny the application. I have spoken to both the department heads of Public Works and the Electric Department and have written confirmation from both that they have no issues with the application.

7. *Basis for denial.* The authority may deny a completed application for a proposed collocation of a small cell wireless facility or installation, modification, or replacement of a utility pole that meets the height requirements in § [153.125](#)(F)(4)(e) if the proposed activity would do any of the following:

- a. Materially interfere with the safe operation of traffic control equipment;
- b. Materially interfere with sight lines or clear zones for transportation or pedestrians;
- c. Materially interfere with compliance with the Americans with Disabilities Act of 1990, Public Law 101-336, or similar federal, state, or local standards regarding pedestrian access or movement.
- d. Materially interfere with maintenance or full unobstructed use of public utility infrastructure under the jurisdiction of an authority.
- e. With respect to drainage infrastructure under the jurisdiction of an authority, either of the following:
 - (i) Materially interfere with maintenance or full unobstructed use of the drainage infrastructure as it was originally designed.
 - (ii) Not be located a reasonable distance from the drainage infrastructure to ensure maintenance under the Drain Code of 1956, Public Act 40 of 1956, being M.C.L.A. §§ 280.1 through 280.630, and access to the drainage infrastructure.
- f. Fail to comply with reasonable, nondiscriminatory, written spacing requirements of general applicability adopted by ordinance or otherwise that apply to the location of ground-mounted equipment and new utility poles and that do not prevent a wireless provider from serving any location.
- g. Fail to comply with all other applicable codes.
- h. Fail to comply with §§ [153.125](#)(F)(4)(g) or (h) relating to Undergrounding and Historic,

Downtown, and Residential Districts.

1. Fail to meet reasonable, objective, written stealth or concealment criteria for small cell wireless facilities applicable in a historic district or other designated area, as specified in an ordinance or otherwise and non-discriminatorily applied to all other occupants of the ROW, including electric utilities, incumbent or competitive local exchange carriers, fiber providers, cable television operators, and the authority.

I do not believe there are valid reasons for denial and recommend approval of this application.

Recommendation:

Motion to approve the small cell pole application as presented.

Attachments:

1. DOC

RJP CONSULTING

September 6, 2023

Jonathan Scheel
Zoning Administrator
City of Charlevoix
210 State Street
Charlevoix, MI 49720

RE: Verizon Wireless Small Cell Facility Application

Dear Jonathan,

Enclosed please find the following documents:

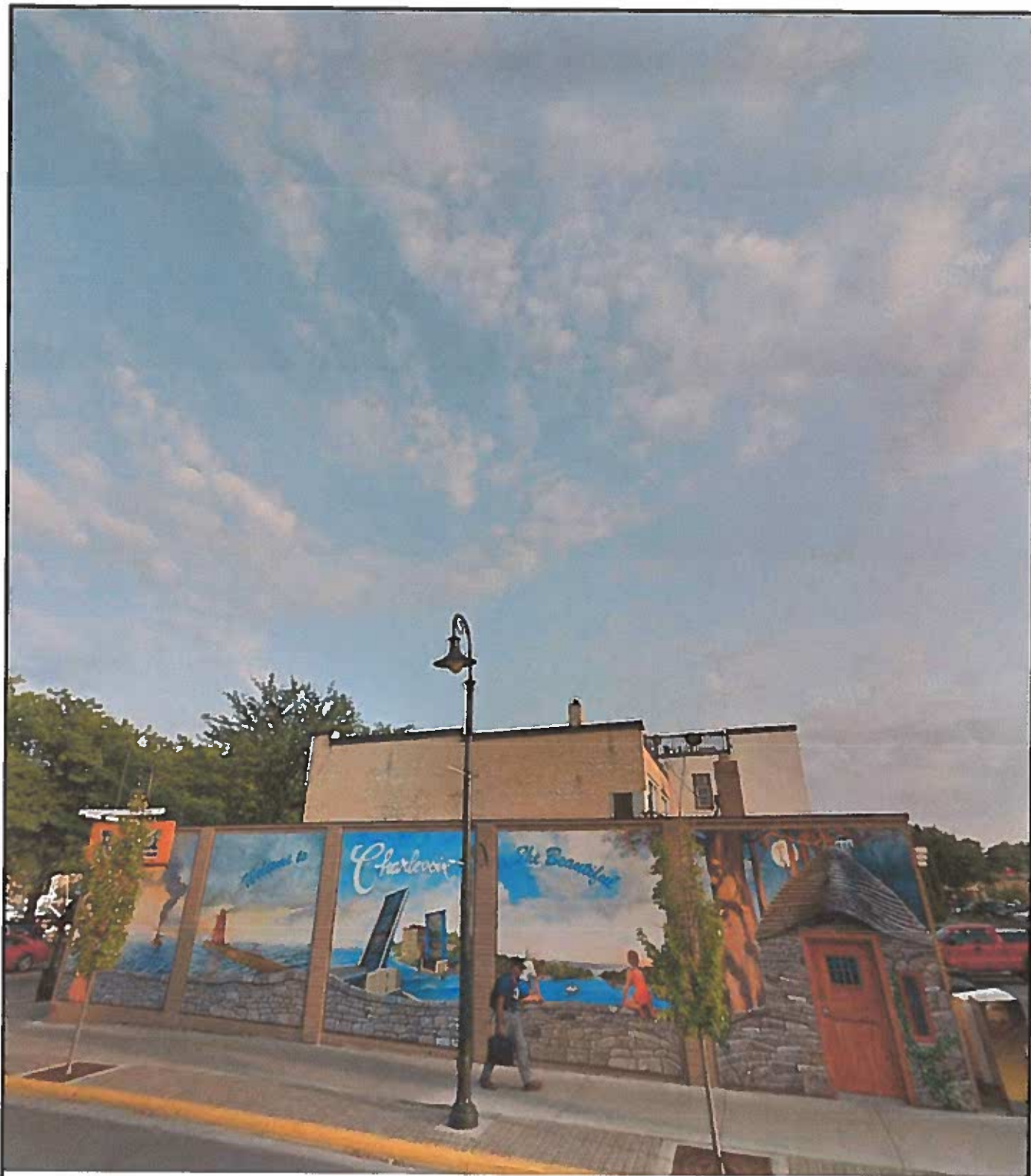
1. Small Cell Facilities Permit Application.
2. Attestation that the construction of the proposed small-cell facility will commence within a year of final approval.
3. Responses to your questions received via email on March 14, 2023.
4. Copy of the receipt showing payment of the \$20 processing fee.
5. Certificate of compliance with FCC rules as related to radio frequency emission from the small cell facility.
6. Photo simulation of the proposed small cell facility.
7. Two copies of the construction drawings.
8. A check in the amount of \$200 for the application fee.

Please call me at 248-613-4399 if you have any questions.

Sincerely,



OBO Verizon Wireless



EXISTING POLE



MIDWESTERN
CONSULTING

3815 Plaza Drive Ann Arbor, Michigan 48108
(734) 995-0200 • www.midwesternconsulting.com
Land Development • Land Survey • Institutional • Municipal
Wireless Communications • Transportation • Landfill Services

JOB NO.: **13187-19340A**

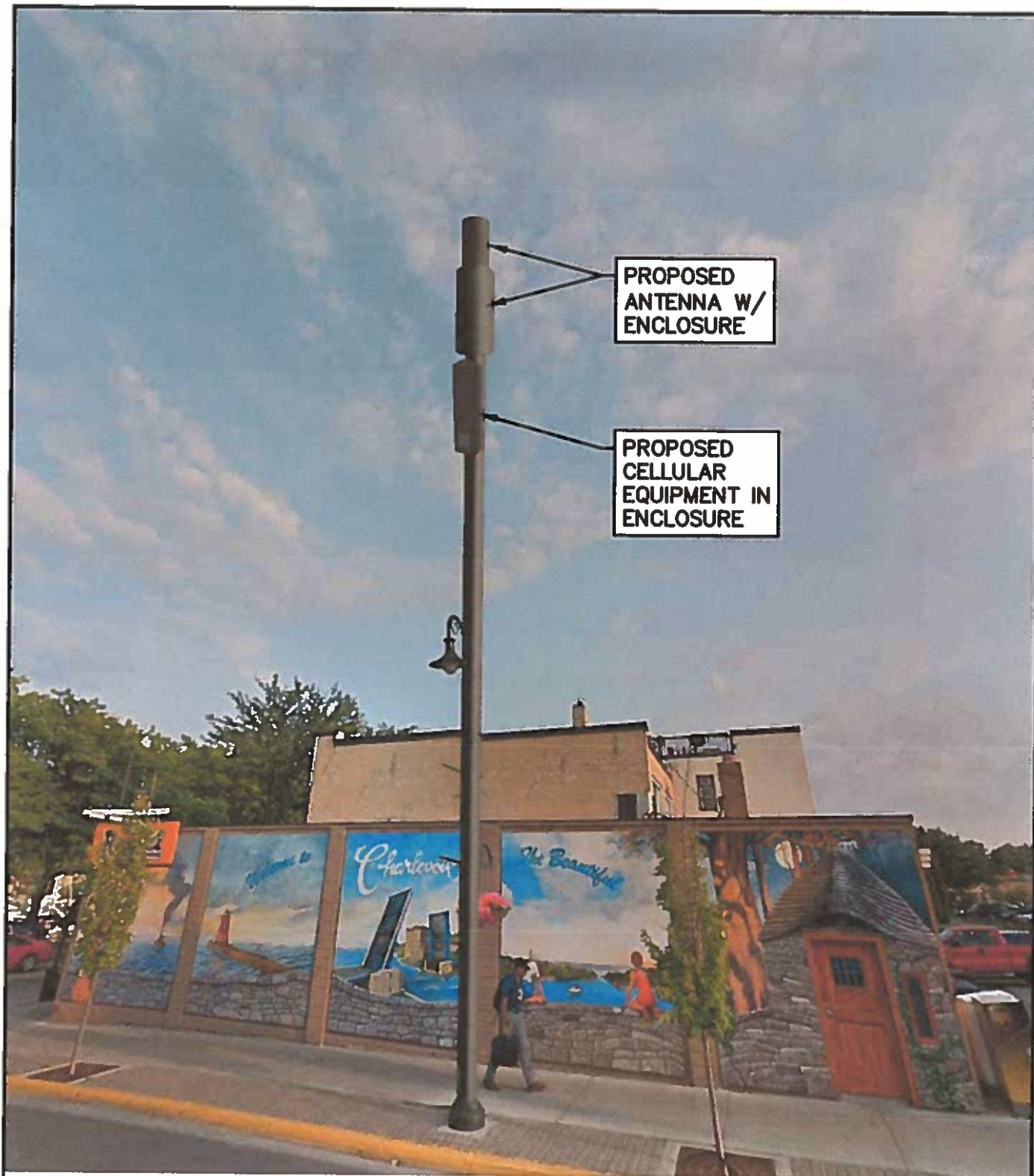
verizon✓

NODE #19340

CITY OF CHARLEVOIX, CHARLEVOIX COUNTY, MICHIGAN

DATE: 09/08/23

SHEET 1 OF 2



PROPOSED POLE



MIDWESTERN
CONSULTING

3815 Plaza Drive Ann Arbor, Michigan 48108
(734) 995-0200 • www.midwesternconsulting.com
Land Development • Land Survey • Institutional • Municipal
Wireless Communications • Transportation • Landfill Services

JOB NO.: **13187-19340A** **verizon**✓

NODE #19340
CITY OF CHARLEVOIX, CHARLEVOIX COUNTY, MICHIGAN

DATE: 09/08/23

SHEET 2 OF 2



CITY OF CHARLEVOIX

Plan Review Summary

The Zoning Administrator will track Level A and B projects and send updates to the applicant, city staff, and other relevant officials as needed from time of filing to completion of project. Information from final form will be used by the City Manager and Zoning Administrator to assess the City's performance in managing the Development Process.

Report Date: Sept 6 2023

Project:

Owner: Applicant: RJP Consulting
Verizon Wireless

Phone Number: 248-613-4399

Parcel Number: City ROW

Address: 24242 Northwestern Hwy Southfield, MI 48075

Project Approval Process

Informal Meeting Held ☒ YES ☐ NO If yes, date: phone

Key information/summary: one small-cell facility on city owned street light pole on Southside one hundred block of Clinton Street

Potential incentives or tax abatements:

Site Plan Submitted Date: Sept 6, 2023 Level: A city Council B Need for ZBA Action expected: YES ☒ NO

Staff/consultants needed for review and deadline to respond:

Key information/summary:

Expected Decision Date:

Decision and criteria (summary):

Date of decision:

Date of expiration:

Follow-up Review information/resubmission information (if applicable):

Date of site plan signatures: Copies filed with Zoning Administrator? YES ☐ NO

Follow-up permits/approvals needed: MDOT DNR/DEQ LARA Charlevoix County Other

Details:

Local action needed by: Zoning Administrator DPW Superintendent Electric Superintendent City Manager Assessor

Approval by: City Council Planning Commission ZBA DDA

Staff Member Tasks: approval of both departments as each one is affected

New address required: YES ☒ NO Date requested: Date issued: Address issued:

Development Incentives

Based on the previous information, the following incentives may be applicable

IFT CFEC DAGP Fire Suppression Incentive DDA Façade Grant RD Liquor Other: *None*

Staff member tasked with application: *N/A*

Documents needed to file appropriate application(s): *N/A*

Relevant deadlines/meetings:

Approval needed by: City Council DDA Michigan Strategic Fund LARA Other

Incentives Requested (Summary):
None

Incentives Granted/Date: *None*

Project Completion

Calendar days elapsed from Site Plan Submission to Decision:

Calendar days elapsed from Decision to Occupancy (if permitted):

Calendar days elapsed from incentive application to decision (if applicable):

Total fees charged: *\$220* Total incentives granted: *None* Total improved value:

Post-development meeting with owner: YES NO

Owner feedback:

Staff feedback:

Recommendations for changes to City Council/PC/DDA:

Charlevoix City Council

All Other Actions and Requests

Title: 2024 City Council Goals

Date: October 16, 2023

Presented By: Mark Heydlauff, City Manager

Background:

Based on your conversation at the work session last month, I've edited the goals document to reflect the direction I understood from you. You can edit it further, have another work session to review it, or adopt it.

Recommendation:

Council discussion and direction.

Attachments:

1. Council Goals and Action Steps Oct 2023



City Council Goals & Action Steps

Develop and maintain long-term infrastructure plans

As a progressive, year-round community, Charlevoix's infrastructure must be reliable in all weather conditions and should deliver the services required by our population.

Action steps:

- Improve the snow and ice clearing from sidewalks throughout the community by working with property owners
- Complete the Downtown Alley and Corridor Implementation of Designs Strategy through existing and future infrastructure projects
- Develop plan for funding and improving the improvement of beach facilities like bathrooms, playgrounds, and other public amenities

Provide strong stewardship of public resources and promote good governance

We will seek collaboration with other entities around the area and look for ways to efficiently provide the quality services the community expects. Charlevoix government should be organized around gathering public input and effectively giving staff and Council good recommendations for public policy.

Action steps:

- Review, revise and finalize the Special Event Policy by addressing uses, changes in liquor licensing rules, and the implementation of a fee schedule to recover costs from special events
- Ensure rates and fees for specific uses are sufficient to support the service provided
- Review surplus City-owned real estate with the goal of redeveloping into year-round housing

Encourage housing development and strong neighborhoods

A city is only as good as its residents and we should continually work to make Charlevoix a great place to live—for those who have called our city home for a long time or those who move here.

Action Steps:

- Work with the Planning Commission on on-going ordinance changes surrounding our neighborhoods and the rezoning of parcels for neighborhood-appropriate density
- Business recruitment, along with sustaining current businesses, is an important piece of creating a growing job economy in our region
- Move forward and/or assist with the redevelopment of sites including the current Chamber of Commerce Building, former Montessori school, Kusina building, and former Methodist Church
- Many challenges and opportunities we face occur concurrently with our neighbors and we should work toward collaboration—especially with Charlevoix Township

- Implement new housing programs permitted by state law including payments in lieu of tax and other programs to encourage affordability
- Seek ways to enhance the value of living in Charlevoix

Ensure Charlevoix is environmentally sustainable while also economically viable

Our built infrastructure should incorporate design standards that protect our waterways, preserve our trees, and encourage healthy living. Recycling, energy optimization, and water conservation will be encouraged. We will continue to adopt sustainable energy solutions as it makes sense for the long-term preservation and operation of our electric infrastructure.

Action steps:

- Set reasonable targets for energy waste reduction, water loss, and other measures to increase the efficiency of our utility systems
- Focus on downtown recycling and combined trash collection
- Organizers of special events should take lead responsibility for trash and increasing the recyclability of event waste
- Complete the northside non-motorized trail extension currently in development
- Develop plan for expansion of paid EV charging stations and related infrastructure around the City

Charlevoix City Council

Reports and Communications

Title: City Manager's Comments

Date: October 16, 2023

Presented By:

Background:

A. Charlevoix County Commission Rejects Cooperation for Housing

I learned this week that the Charlevoix County Commission decided they aren't interested in parting with the parcel on Antrim Street that they have never used. As you will recall, we bought the adjacent parcel at tax sale this fall with the goal of combining the two properties in support of future housing projects but the Commission can't determine a direction for this parcel until they determine what to do with the County building that they announced they would be vacating. You will see attached the minutes of the Buildings and Grounds Subcommittee of the Commission who didn't even put forward a motion on this topic. I understand that in the future they will let us know when they are ready to sell the property but will not even commit to offering us a first right of refusal.

B. Applefest Street Closure

The Applefest Street Closure is expected to proceed tomorrow morning at 9:30am and be removed after 8am Sunday morning. We'll be sure to track conditions during this weekend to give you feedback on how to proceed in future years.

C. Bridge Park Lift Station Work

The extensive work on the Bridge Park Lift Station is now projected to begin overnight on October 19. This is moving the work schedule forward by a few days at the request of GLF who will be removing the waste. This is a complex project with a lot of parts moving together at once. Ideally, it will all be wrapped up by November 3.

Recommendation:

Attachments:

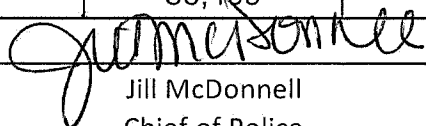
1. Police Department September Daily Activity Report
2. Planning Commission Regular Meeting Minutes 09/11/2023
3. October 4, 2023 B & G Minutes - Draft

CITY OF CHARLEVOIX

POLICE ACTIVITY REPORT FOR THE MONTH OF SEPTEMBER 2023

ITEM	TOTAL THIS MONTH	MONTH YEAR PRIOR	TOTAL THIS YEAR	TOTAL LAST YEAR
TRAFFIC CITATIONS	12	8	101	106
TRAFFIC WARNINGS	14	54	419	819
TRAFFIC CONTACTS	22	-	513	-
MOTORIST/CITIZEN ASSIST	19	14	174	201
POLICE ASSIST	45	30	261	247
MEDICAL RESPONSE	7	8	83	87
PAPER SERVICE	1	-	11	-
RESIDENTIAL/COMMERCIAL	7	31	203	276
FELONY ARRESTS	0	1	11	8
MISDEMEANOR/NTA ARRESTS	5	4	36	25
WARRANT ARRESTS	6	-	34	-
WARRANT ATTEMPTS	0	-	4	-
TRAFFIC CRASH 9300-1	7	9	72	73
TRAFFIC CRASH 9300-2	11	2	56	25
GENERAL ASSISTS/OTHER	158	388	2,441	3,692
FUNERAL ESCORTS	0	-	8	-
ALARMS	2	-	49	-
SCHOOL PATROL	32	-	156	-
SCHOOL PRESENTATIONS	0	-	0	-
PARKING/SNOW TICKETS	12	1	325	207
PARKING METER TICKETS	369	282	2,606	1,687
LIQUOR INSPECTIONS	5	10	112	146
ORIGINAL COMPLAINTS	30	28	300	243
CLOSED COMPLAINTS	12	21	199	193
FOLLOW-UP/SUPPLEMENTS	16	-	134	-
PATROL MILES	3,372	4,562	36,409	44,905

TOTAL MILEAGE #87-1	<u>786</u>
TOTAL MILEAGE #87-2	<u>2,586</u>
TOTAL MILEAGE #87-3	<u>-</u>


 Jill McDonnell
 Chief of Police

City of Charlevoix
Planning Commission Regular Meeting Minutes
Monday, September 11, 2023 - 6:00 PM
Council Chambers, 210 State Street, Charlevoix, MI

A. Call to Order/Pledge of Allegiance

The meeting was called to order at 6:00 p.m. by Chair Jennifer Muladore.

B. Roll Call

Chair: Jennifer Muladore

Members Present: Scott Beatty, Shelley Boehmer, Sherm Chamberlain (arrived at 6:08 p.m.), Janet Coltman, Toni Felter, John Kurtz (arrived at 6:07 p.m.), Mary Millington, Maureen Radke

Members Absent: None

Staff Present: Jonathan Scheel, Zoning Administrator

C. Inquiry into Potential Conflicts of Interest

D. Approval of Agenda

Motion by Boehmer, seconded by Member Millington to approve the agenda as presented.

Motion carried by unanimous voice vote.

E. Approval of the Minutes

1. Draft Minutes from August 14, 2023

Member Boehmer stated that her name was spelled wrong in the August minutes.

Motion by Member Radke, seconded by Member Coltman to approve the minutes of August 14, 2023 as corrected.

Motion passed by unanimous voice vote.

F. Call for Public Comment Not Related to Agenda Items

G. Public Hearing

1. Public Hearing for Approval of Rezoning Multiple City Parcels

Chair Muladore opened the public hearing at 6:03 p.m.

Cynthia Urban, 621 Sheridan Street, stated she had the smallest parcel on Sheridan Street and she did not think her property should be zoned R-2 and she had a septic system and was not connected to City sewer.

Member Kurtz arrived at the meeting at 6:07 p.m, and Member Chamberlain joined the meeting at 6:08 p.m.

Dean Wilhelm, 1030 May Street, stated he was adjacent to a property proposed to be rezoned

and he received the City's letter but no explanation as to why the City was doing the rezoning. Zoning Administrator Scheel explained that the R2-A zone has seven (7) properties throughout the entire City and only two of the properties actually have a duplex on site, with the remainder as single-family residential. Mr. Scheel explained the reasoning for eliminating the R2-A zone and the other proposed rezoning areas.

Mary Pollard, stated she lived in Chez Charlevoix, which is adjacent to the empty lot with the old gas station, and she questioned what guarantee they would have that something would not be built and used as short-term rentals.

Arlene Good, 735 Petoskey Avenue, Unit 10, stated she was also concerned about multi-family units going in the area. Mr. Scheel further explained the reasoning for removing the commercial zoning designation in that area.

Chair Muladore acknowledged several letters including: John Doer, 107 E. Dixon, in favor of the proposed changes; Matt Stuck, Conquest Builders, Inc., owner of 749 Petoskey Avenue, who purchased the property with the intent of constructing a mixed use building with office and residential units on the main level and more residential units on the second level and he was requesting that it be zoned to mixed use instead of R-4. Zoning Administrator Scheel stated that over 300 letters were sent out for notification and only three (3) letters came back undeliverable.

The public hearing was closed at 6:29 p.m.

H. Old Business

1. Rezoning of Multiple City Properties

Chair Muladore addressed the letter from Matt Stuck, Conquest Builders, Inc. regarding the property at 749 Petoskey Avenue and she felt that rezoning that parcel to mixed use made a good buffer to the commercial and residential properties along that stretch. Mr. Scheel agreed that changing the proposed zoning designation to mixed commercial use would require another public hearing.

Chair Muladore stated there were 16 properties moving from R-1 to R-2 zoning designations on Garfield, Sheridan, and Whitley Streets. Ms. Muladore stated they had received input from a couple of neighbors and positive input from the sub-committee members speaking to the residents earlier in the year.

Mr. Scheel addressed the letter from Cynthia Urban of 621 Sheridan Street, and advised that he had spoken to the City Assessor and was assured that the rezoning would not impact property taxes.

Chair Muladore stated the next section was the Petoskey Avenue area, which included removing the 749 Petoskey Avenue property and changing that to mixed commercial use with the remainder of the properties changed to R-4, multi-family. The next area included properties on Dixon, Michigan, and May Streets changing the R-2A lots to R-1 to match the surrounding neighborhood and another area of R-2A's on Crain Street and Stover Road being

moved to R-2 zoning.

Motion by Member Boehmer, seconded by Member Millington to approve {the rezones} and send them to City Council with one exception {excluding} the property at 749 Petoskey Avenue for the proposed rezonings as presented in the packet.

Motion carried by unanimous roll call vote.

Chair Muladore stated the rezoning ordinance would be sent to the City Council for a public hearing and that a public hearing before the Planning Commission for the 749 Petoskey Avenue property would be held in October.

2. Zoning Ordinance Changes-Housing

Chair Muladore stated the proposed zoning ordinance changes were meant to incentivize infill housing, additional density and with duplexes and single-family buildings. Mr. Scheel stated the proposed document takes in everything that the Planning Commission has discussed over the past several months and he further explained the format of the changes and the issues yet to be addressed.

Mr. Scheel stated that staff has an issue with outdoor storage and other things, including the lack of a definition for seasonal, which shows up numerous times in City ordinances, including those addressing outdoor storage of boats and recreational vehicles. Mr. Scheel suggested that seasonal would be defined as June 1 - October 1. Discussion followed regarding the seasonal timeframe and the Commission concurred to define seasonal as May 1 to October 31.

Mr. Scheel stated they had architectural standards approved for accessory dwelling units and for single multi-family buildings, but the Commission has not discussed duplexes. Mr. Scheel stated he wanted to know if the Commission wanted him to draft standards for duplexes to be discussed at a future meeting and the Commission concurred that standards were needed for duplexes. Discussion followed regarding additional requirements in R-4 zoning, the dimensional requirements for clustered housing and multi-family dwellings, and the West Garfield Avenue General Commercial Overlay District.

Motion by Member Radke, seconded by Member Felter to send the ordinance amendments as presented in the agenda packet for a public hearing before the Planning Commission in October.

Motion carried by unanimous voice vote.

I. New Business

1. Zoning Ordinance Changes

Zoning Administrator Scheel stated that in the fall of 2022, the Planning Commission identified and ranked planning and zoning subjects to work on in 2023. The proposed ordinance changes reflect some of the identified subjects and other changes reflect duplicative language, contradictory language, and additional language containing enforcement language.

Mr. Scheel stated while he was not working for the City, the Planning Commission had a site plan approval come through for a dentistry office downtown. Mr. Scheel stated he has received complaints from downtown businesses who stated that the use shouldn't have been approved

for downtown, and that the ordinance was not written in enough detail. Mr. Scheel brought this up for discussion to see if the Commission wanted to discuss this issue further. After discussion, the Commission agreed that the dentist's office with retail in front was appropriate.

Detailed discussion followed regarding staff proposed changes to Section 153.115, *Accessory Buildings and Uses*, Section 153.125, *Other Uses*, Section 153.141, *Building Regulations*, Section 153.144, *Grading*; Section 153.145, *Fences and Walls*; Section 153.149, *Projections into Required Yards*; Section 153.151, *Setback Requirements*; and Section 153.152, *Lot Coverage Requirements*. The Commission concurred to continue discussion on the remaining items at the next meeting.

J. Staff Updates

1. Zoning Report

Mr. Scheel reviewed his August report including the number of permits issued, blight enforcement actions, and that 90+ enforcement letters were sent out to property owners with no visible address on their homes in combination with Fire Prevention Month in October.

K. Requests For Next Months Agenda or Research Items

Chair Muladore stated she and the Zoning Administrator had discussed the Housing Sub-Committee which hasn't met in awhile and perhaps a meeting should be scheduled in the near future. Chair Muladore encouraged Members to also go out and look at garages (in relation to architectural standards), particularly in Meadowlane, before the next meeting.

L. Adjournment by 8:00 p.m. unless extended by a motion

Motion by Member Radke, seconded by Member Chamberlain to adjourn the meeting at 8:00 p.m.

Motion carried by unanimous voice vote.

Sarah J. Dvoracek/fgm

City Clerk

Jennifer Muladore

Chair

1 CHARLEVOIX COUNTY BOARD OF COMMISSIONERS
2 PUBLIC SAFETY/BUILDING & GROUNDS/JUDICIAL/RENOVATION COMMITTEE
3 October 4, 2023
4

5 The meeting was called to order at 9:30 a.m. by the Chair. Present were Commissioners Patrick
6 Harmon, Robert Jess, and Joshua Chamberlain, 3.
7

8 Oration of the Pledge of Allegiance to the Flag of the United States of America.
9

10 Moved by Commissioner Chamberlain and seconded by Commissioner Jess to approve the agenda
11 as presented. Motion carried. Voice Vote: 3.0.
12

13 Moved by Commissioner Chamberlain and seconded by Commissioner Harmon to approve the
14 minutes from the September meeting as presented. Motion carried. Voice Vote: 2.0. Abstain:
15 Commissioner Jess.
16

17 Kiersten Stark, Planning Director, presented the committee with a bid comparison of the four
18 companies that submitted bids for the Whiting Park Boat Launch project. The lowest bid was from
19 Tri-County Excavating however, it was \$180,000 above the engineer's construction estimate. Stark
20 and staff met with the engineers to determine potential cost saving options. Proposed changes to the
21 planned retaining wall, electric and lighting, boardwalk, and fencing would save the project
22 approximately \$130,640.00. The committee agrees with the recommendation of running conduit for
23 future lighting use. Moved by Commissioner Jess and seconded by Commissioner Chamberlain to
24 move it to the full board. Motion carried. Voice Vote: 3.0. The Clerk was instructed to prepare a
25 resolution for the next full board meeting.
26

27 New Business

28 Kevin Shepard, County Administrator, is in receipt of a request from the City of Charlevoix to
29 purchase parcel 052-270-002-00, known as 206 Antrim Street, from the County for \$1.00 to further
30 advance support of housing initiatives. The consensus of the committee does not support the sale of
31 the property. No motion.
32

33 Unfinished Business

34 None
35

36 Public Safety

37 None
38

39 Building & Grounds

40 The committee was presented with multiple new carpeting bids for the upper level of the Division
41 Street rental house. The consensus of the committee does not support the purchase. No motion.
42

43 Terry Amick, Maintenance Supervisor presented a bid from Tremco for an infrared analysis scan of
44 the Shirley Roloff Center roof to determine moisture areas. Diagnostics will help determine
45 underlying conditions and provide proper estimates of options between full roof replacement, roof

1 retrofit, or fluid-applied options. The total cost is \$3,981.50. Moved by Commissioner Jess and
2 seconded by Commissioner Chamberlain to approve the purchase as requested. Motion carried.
3 Voice Vote: 3.0.
4

5 Terry Amick, Maintenance Supervisor gave a brief county maintenance update and took questions
6 regarding the buildings and grounds report. There is an informational meeting on October 19th with
7 EGLE and a scheduled walk-thru of Emmet County recycling regarding Part 115 Solid Waste
8 Management. They are looking at hiring a handyman on Beaver Island for various tasks.
9

10 Sheriff Vondra is requesting to purchase an accident camera and software program from FARO
11 Technologies. The device is used for major scenes, crime scenes, and traffic accident scenes. It is in
12 the budget. Becki King, Fiscal officer will submit the proper paperwork for the next full board
13 meeting for approval.
14

15 Judicial Section

16 None
17

18 Kevin Shepard, County Administrator had no comment.
19

20 The meeting was adjourned at 10:08 a.m. by the Chair.
21

22 Submitted by: Kim Kaminski, Charlevoix County Chief Deputy Clerk

Charlevoix City Council

Reports and Communications

Title: Mayor and Council Comments

Date: October 16, 2023

Presented By:

Background:

Recommendation:

Attachments:

None