

OTSEGO COUNTY PLANNING COMMISSION

December 16, 2013
6:00 PM

MEETING WILL BE IN THE PLANNING AND ZONING MEETING ROOM LOCATED AT 1322 HAYES ROAD

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. APPROVAL OF MINUTES: From October 21, 2013 meeting
5. CONSENT AGENDA: None
6. OTHER:
7. PUBLIC PARTICIPATION FOR ITEMS NOT ON THE AGENDA:
(Please identify yourself for the record. All comments will be limited to two (2) minutes)
8. PUBLIC HEARINGS:
 1. *North Star Gardens/1354 M-32 East Gaylord, MI/010-002-200-005-10*
SUP/SPR request for a landscape/home improvement business in a B1 Zoning District
 2. *Article 20/Section 20.2.6/Definition of 'service road'*
Proposed addition to Article 2/Section 2.2 Definitions and Article 20/Section 20.2.6 Definitions
 3. *2014-2019 Capital Improvement Plan/Amended to include Otsego County Courthouse Plaza, City of Gaylord*
Downtown Streetscape Project and Otsego County Sportsplex Repair/Rehab
9. ADVERTISED CASES:
 1. *North Star Gardens/1354 M-32 East Gaylord, MI/010-002-200-005-10*
SUP/SPR request for a landscape/home improvement business in a B1 Zoning District
 2. *Article 20/Section 20.2.6/Definition of 'service road'*
Proposed addition to Article 2/Section 2.2 Definitions and Article 20/Section 20.2.6 Definitions
 3. *2014-2019 Capital Improvement Plan/Amended to include Otsego County Courthouse Plaza, City of Gaylord*
Downtown Streetscape Project and Otsego County Sportsplex Repair/Rehab
John Burt, Otsego County Administrator to present
10. UNFINISHED COMMISSION BUSINESS:
 1. Otsego County Master Plan/Jim Hilgendorf/Committee meeting report
 2. Executive Committee report/2014 Objective List
 3. Capital Improvement Committee report
 4. HX Zoning District/Otsego Lake Township extension granted
11. NEW BUSINESS:
 1. 2014 Planning Commission Meeting Schedule
12. REPORTS AND COMMISSION MEMBER'S COMMENTS
 1. Sample Checklist to Guide Decisions on Special Land Use/Zoning Training
 2. Library Strategic Planning meeting report/Chuck Klee
 3. Crawford County Master Plan update
13. ADJOURNMENT

Otsego County Planning Commission

Proposed Minutes for October 21, 2013

Call to Order: 6:00 pm by Chairperson Hartmann

Pledge of Allegiance

Roll Call:

Present: Chairperson Hartmann, Vice-Chairperson Jarecki, Secretary Stults, Mr. Borton, Mr. Hilgendorf, Mr. Brown, Ms. Nowak, Mr. Klee, Mr. Hendershot, Mr. Mang

Absent: Mr. Arndt

Staff Present: Mr. Schlaud, Ms. Boyak-Wohlfeil

Others Present: Tammy LaBouf, Otsego County Board of Commissioner

Public Present: None

Consent Agenda: None

Approval of minutes from September 16, 2013:

Motion made to approve minutes as is by Mr. Mang; Seconded by Mr. Hilgendorf.

Motion approved unanimously.

Other: None

Public participation for items not on the agenda: None

Public Hearing: None

Advertised Cases: None

Unfinished Commission Business:

1. Otsego County Master Plan w/Review Guidelines

Mr. Mang explained the guidelines were set up in a two (2) step process. The first was a broad overview of the Plan and the second focused more on the details.

Chairperson Hartmann stated he would like to assemble a committee to review the Master Plan using the guidelines provided and requested volunteers.

The Master Plan Review Committee consists of:

Chairperson Hartmann
Vice-Chairperson Jarecki
Mr. Mang

Otsego County Planning Commission

Proposed Minutes for October 21, 2013

Chairperson Hartmann said the Committee would get together before the next Planning Commission meeting and report their recommendations at November's meeting. He encouraged all members to review the guidelines for the Master Plan.

2. Otsego Lake Township Highway Interchange (HX) Zoning Map

The proposed zoning map was presented as the final component of the Highway Interchange District located in Otsego Lake Township. A public hearing for the HX zoning map will be held for public comment before recommendation to the Board of Commissioners after the final review of the map is received from the Township.

Mr. Mang asked Secretary Stults about the changes to Article 17/Schedule of Dimensions that had been returned to Otsego Lake Township.

Secretary Stults stated that once the Township planning commission members understood the reasoning behind the requested change, they agreed with it. The Township had met after the agenda was put together and that was why it had not been included on this month's.

Mr. Borton questioned the residential zoning on the map, south of Marlette Rd and west of I-75. Secretary Stults stated the Township had been looking to the future and that area was zoned the residential on the Otsego County Future Land Use Map.

Vice-Chairperson Jarecki asked Secretary Stults why state land was included in the Highway Interchange District.

Secretary Stults explained that if the state were to sell that land, it would already be included in the zoning district and the state was exempt from zoning anyway.

Motion made by Secretary Stults to send the Highway Interchange (HX) Zoning Map back to Otsego Lake Township for a final review; Seconded by Mr. Hendershot.

Motion approved unanimously.

New Business:

1. Objective List Update

Chairperson Hartmann presented the updated objective list so members could see what has been accomplished so far this year. He requested members fill out the worksheet included in the meeting packet by November 1st so the 2014 Objective List could be compiled by the Executive Committee.

Mr. Mang requested that 'Completed' be added to the items on the list that had been finished so there would be no doubt as to their status.

Mr. Hilgendorf asked about meeting with the Zoning Board of Appeals members. He stated he would like to see it happen but if it wasn't possible, it should be eliminated from the list.

Secretary Stults stated it was desirable but felt it should be done on a more formal basis and suggested it could possibly be set up for December's meeting.

Otsego County Planning Commission

Proposed Minutes for October 21, 2013

Mr. Schlaud stated it would be better to wait until 2014 for budget purposes. He stated he would extend an invitation.

Mr. Mang stated that if it would be a formal meeting for both the ZBA and the Planning Commission, a topic for discussion should be on the agenda.

Secretary Stults suggested discussing how and why the Zoning Ordinance was restructured and how much easier you could maneuver within the electronic copy with the links.

Reports and Commission Member's Comments:

1. Zoning Training/Top 10 Guidelines for Effective Local Zoning

Chairperson Hartmann requested everyone look over the zoning guidelines included in the meeting packet and stated he would try to include more training information in future packets.

Chairperson Hartmann stated Secretary Stults would continue with the Otsego County Parks and Recreation Committee as the Planning Commission representative.

Chairperson Hartmann announced Mr. Mang has agreed to represent the Planning Commission as a member of the Zoning Board of Appeals.

Motion made to recommend to the Otsego County Board of Commissioners, Michael Mang, as Planning Commission representative to the Zoning Board of Appeals by Secretary Stults; Seconded by Mr. Brown.

Motion approved unanimously.

Chairperson Hartmann also announced an Otsego County Library Strategic Planning meeting was being held Wednesday, October 23, 2013, 6:00 pm, at the library and asked for a volunteer to attend as representative of the Planning Commission.

Mr. Klee stated he would attend as representative.

Mr. Mang asked Mr. Schlaud about the work being done at the site on M-32 East (North Star Gardens) slated for a site-plan review by the Planning Commission.

Mr. Schlaud stated they had acquired a Soil and Erosion Permit and approval from MDOT for driveways. Based on past procedures, moving earth around was permitted as long as nothing was constructed before approval by the Planning Commission. He also stated the County was waiting for recommendations from Bagley Township this month and the case would more than likely be on November's agenda.

Mr. Schlaud also announced that 'shoreland permits' were being proposed to be issued by the Land Use Department again instead of the Soil Conservation District because of enforcement concerns. This proposal is on the Board of Commissioners October 22, 2013 agenda.

Otsego County Planning Commission

Proposed Minutes for October 21, 2013

Ms. Nowak stated that the Township has not received any negative feedback about Mr. Mason continuing the mining operation in Chester Township.

Mr. Schlaud stated Mr. Mason was working on the site plan and once received, it would be sent to the Township for their review.

Adjournment: 7:05 pm by Chairperson Hartmann.

Christine Boyak-Wohlfeil, Recording Secretary

Randy Stults, Planning Commission Secretary

PROPOSED

**OTSEGO COUNTY
PLANNING COMMISSION**

**PUBLIC HEARING NOTICE
December 16, 2013**

The Otsego County Planning Commission will hold three (3) separate public hearings on Monday, December 16, 2013 at 6:00pm in the Planning and Zoning Meeting room located at 1322 Hayes Rd Gaylord, Michigan.

The purpose of the public hearings will be to obtain citizen comment on the following:

1. North Star Gardens Inc-Special Use Permit/Site Plan Review

North Star Gardens Inc (owners) have requested a Special Use Permit/Site Plan Review for property located at 1354 M-32 East Gaylord, MI 49735. The proposed use of the property is for a sales and service landscaping/home improvement business. The property is located in a B1 Zoning District. A landscaping/home improvement business is a permitted use subject to special conditions in the B1 Zoning District.

Parcel identification number: **010-002-200-005-10**
1354 M-32 East
Gaylord, MI 49735

Legal Description:

COMM @ N1/4 COR, TH S0°12'48"E 662.07' FOR POB, TH N80°40'35"W 940.37', TH S0°01'38"W 518.79', TH S72°22'38"E 447.72', TH N17°37'22"E 60', TH S72°22'38"E 300', TH S17°37'22"W 60', TH S72°22'38"E 228.77, TH N0°12'48"W 662.1' TO POB. SEC 2 T30N R3W.

2. Article 2/Section 2.2 Definitions, Article 20/Section 20.2.6 Definitions

The proposed addition of the definition of a '*service road*' to the sections of the Otsego County Zoning Ordinance listed above.

3. Amend 2014-2019 Capital Improvement Plan

Amended to include the addition of the Otsego County Courthouse Plaza, City of Gaylord Downtown Streetscape Project and the Otsego County Sportsplex Repair/Rehab.

All citizens are welcome to attend the meeting or provide written comment. If written comments are provided the comments must be received at the Otsego County Land Use Services Office by noon (12:00 pm) the day of the meeting.

Any citizen who has questions regarding this application or needs assistance to attend this meeting should contact the Director of Land Use Services at (989) 731-7420.

Otsego County Land Use Services

Permit No.: _____

1322 Hayes Road
Gaylord, MI. 49735
989-731-7420 *Fax 989-731-7429

APPLICATION FOR SPECIAL USE PERMIT

Date: 9/19/13

Tax Parcel Number: 010-002-200-005-10 Twp: Bagley Sec 2 N 30, R 3 W

Property location: (REQUIRED)

Address: 1354 M-32 East City: Gaylord State: MI Zip: 49735

Applicant:

Name: North Star Gardens, Inc. Phone No. (231)-420-2651

Address: 4104 S. Straits Highway City: Indian River State: MI Zip: 49749

Property Owner: (If different from applicant)

Name: _____ Phone No. (____) - ____ - ____

Address: _____ City: _____ State: _____ Zip: _____

Description of project and proposed use:

Landscaping & Home Improvements Sales & Services

Signature of Applicant: _____

Date: _____

9-18-13

*All information received by this department is subject to the Freedom of Information Act. Under this Act, persons are allowed to request copies of said information. This includes, but is not limited to all copies of drawing and blueprints.

Office Use Only

File No. _____

Fee amount: _____

Date Application Received _____

Received By: _____

OTSEGO COUNTY LAND USE SERVICES DEPARTMENT
1322 HAYES ROAD
GAYLORD MICHIGAN 49735
989-731-7420 * FAX 989-731-7429

Application for Site Plan Review

Applicant:

Name: North Star Gardens, Inc. Owner / Agent / Other interest (circle one)

Address: 4104 S. Straits Highway, Indian River, MI 49749

Phone 231-420-2651 Fax _____

Property Owner: (if different from applicant)

Name: _____

Address: _____

Phone: _____ Fax: _____

Property Location:

Township Bayly Section 2 Town 30 Range 2 Zoning District B1

Site Address: 1354 M-32 East

Parcel Code: 010 - 002 - 200 - 005 - 10

Description of Project and Proposed Use:

Site Plan review for proposed landscaping & home
improvement sales and services

Signature of Applicant:  Date: 9-18-13

*All information received by this department is subject to the Freedom of information act. Under this act, persons are allowed to request copies of said information. This includes, but not limited to, to copyrighted drawings and blueprints.

The following items are required on all site plans before they can be submitted for review to the various approving entities.

1. The applicant's name, address, and phone number in full.
Yes No ___ Na ___ if "Na" explain _____
2. Proof of property ownership, and whether there are any options on the property, or any liens against it.
Yes No ___ Na ___ if "Na" explain _____
3. A signed statement that the applicant is the owner of the property or officially acting on the owner's behalf.
Yes ___ No ___ Na if "Na" explain _____
4. The name and address of the owner(s) of record if the applicant is not the owner of record (or firm or corporation having a legal or equitable interest in the land), and the signature of the owner(s).
Yes ___ No ___ Na if "Na" explain _____
5. The address and or parcel number of the property.
Yes No ___ Na ___ if "Na" explain _____
6. Name and address of the developer (if different from the applicant).
Yes No ___ Na ___ if "Na" explain _____
7. Name and address of the engineer, architect and/or land surveyor.
Yes No ___ Na ___ if "Na" explain _____
8. Project title.
Yes No ___ Na ___ if "Na" explain _____
9. Project description, including the total number of structures, units, bedrooms, offices, square feet, total and usable floor area, parking spaces, carports or garages, employees by shift, amount of recreation and open space, type of recreation facilities to be provided, and related information as pertinent or otherwise required by the ordinance.
Yes No ___ Na ___ if "Na" explain _____
10. A vicinity map drawn at a scale of 1" = 2000' with north point indicated.
Yes No ___ Na ___ if "Na" explain _____
11. The gross and net acreage of all parcels in the project.
Yes No ___ Na ___ if "Na" explain _____
12. Land uses, zoning classification and existing structures on the subject parcel and adjoining parcels.
Yes No ___ Na ___ if "Na" explain _____
13. Project completion schedule/development phases.
Yes No ___ Na ___ if "Na" explain _____
14. The site plan shall consist of an accurate, reproducible drawing at a scale of 1" = 50 or fewer feet or less for sites of less than 3 acres and 1" = 100 or fewer feet or less if the site is larger than 3 acres. The site plan shall show the site and all land within fifty (50) feet of the site. If multiple sheets are used, each shall be labeled and the preparer identified. All site plans shall be sealed by a professional engineer, surveyor, architect or landscape architect and each site plan shall depict the following:
Yes No ___ Na ___ if "Na" explain _____
15. Location of proposed and/or existing property lines, dimensions, legal descriptions, setback lines, monument locations, and shoreland and natural river district, if any.
Yes No ___ Na ___ if "Na" explain _____

16. Existing topographic elevations and proposed grades in sufficient detail to determine direction of drainage flows.

Yes No Na if "Na" explain _____

17. The type of existing soils at proposed storm water detention and retention basins and/or other areas of concern. Boring logs may be required if necessary to determine site suitability.

Yes No Na if "Na" explain No off-site drainage, all sandy soils

18. Location and type of significant existing vegetation.

Yes No Na if "Na" explain No significant

19. Location and elevations of existing water courses and water bodies, including county drains and man-made surface drainage ways, flood plains and wetlands within fifty (50) feet of the parcel.

Yes No Na if "Na" explain _____

20. Location of existing and proposed buildings and intended uses thereof, as well as the length, width, and height of each building and typical elevation views of proposed structures.

Yes No Na if "Na" explain _____

21. Proposed location of accessory structures, buildings and uses, including all flagpoles, light poles, bulkheads, docks, storage sheds, transformers, air conditioners, generators and similar equipment, and the method of screening where applicable.

Yes No Na if "Na" explain _____

22. Location of existing public roads, rights-of-way and private easements of record and abutting streets. Notation of existing traffic counts and trip generation estimates may be required if deemed appropriate by the Zoning Administrator or Planning Commission.

Yes No Na if "Na" explain _____

23. Location of and dimensions of proposed streets, drives, curb cuts, and access easements, as well as acceleration, deceleration and passing lanes (if any) serving the development. Details of entryway and sign locations shall be separately depicted with an elevation view.

Yes No Na if "Na" explain _____

24. Location, design, and dimensions of existing and/or proposed curbing, barrier free access, carports, parking areas (including indication of all spaces and method of surfacing), and fire lanes.

Yes No Na if "Na" explain _____

25. Location, size, and characteristics of all loading and unloading areas.

Yes No Na if "Na" explain _____

26. Location and design of all sidewalks, walkways, bicycle paths and areas for public use.

Yes No Na if "Na" explain _____

27. Location of water supply lines and/or wells, including fire hydrants and shut off valves, and the location and design of storm sewers, retention or detention ponds, waste water lines, clean-out locations, connection points and treatment systems, including septic systems if applicable.

Yes No Na if "Na" explain _____

28. Location of all other utilities on the site including natural gas, electric, cable TV, telephone and steam.

Yes No Na if "Na" explain T.B.D. (New utilities)

29. Proposed location, dimensions and details of common open spaces and common facilities such as community buildings or swimming pools if applicable.

Yes No Na if "Na" explain _____

30. Location, size and specifications of all signs and advertising features with elevation views from front and side.

Yes No Na if "Na" explain T.B.D. - Entry sign

31. Exterior lighting locations with area of illumination illustrated as well as the type of fixtures and shielding to be used.

Yes No Na if "Na" explain _____

32. Location and specifications for all fences, walls, and other screening features with elevation views from front and side.

Yes No Na if "Na" explain _____

33. Location and specifications for all proposed perimeter and internal landscaping and other buffering features. For each new landscape material the proposed size at the time of planting must be indicated. All vegetation to be retained on the site must also be indicated, as well as its typical size by general location or range of sizes as appropriate.

Yes No Na if "Na" explain _____

34. Location, size and specifications for screening of all trash receptacles and other solid waste disposal facilities.

Yes No Na if "Na" explain _____

35. Location and specifications for any existing or proposed above or below ground storage facilities for any chemicals, salts, flammable materials, or hazardous materials as well as any containment structures or clear zones required by government authorities.

Yes No Na if "Na" explain _____

36. Identification of any significant site amenities or unique natural features.

Yes No Na if "Na" explain _____

37. Identification of any significant views onto or from the site to or from adjoining areas.

Yes No Na if "Na" explain _____

38. North arrow, scale and date of original submittal and last revision.

Yes No Na if "Na" explain _____

39. Seal of the registered engineer, architect, landscape architect, surveyor, or planner who prepared the site plan.

Yes No Na if "Na" explain _____

40. Paid appropriate fees to Otsego County.

Yes No Na if "Na" explain _____

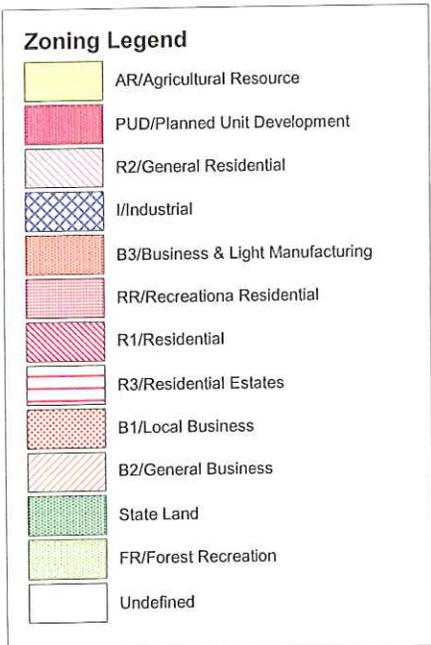
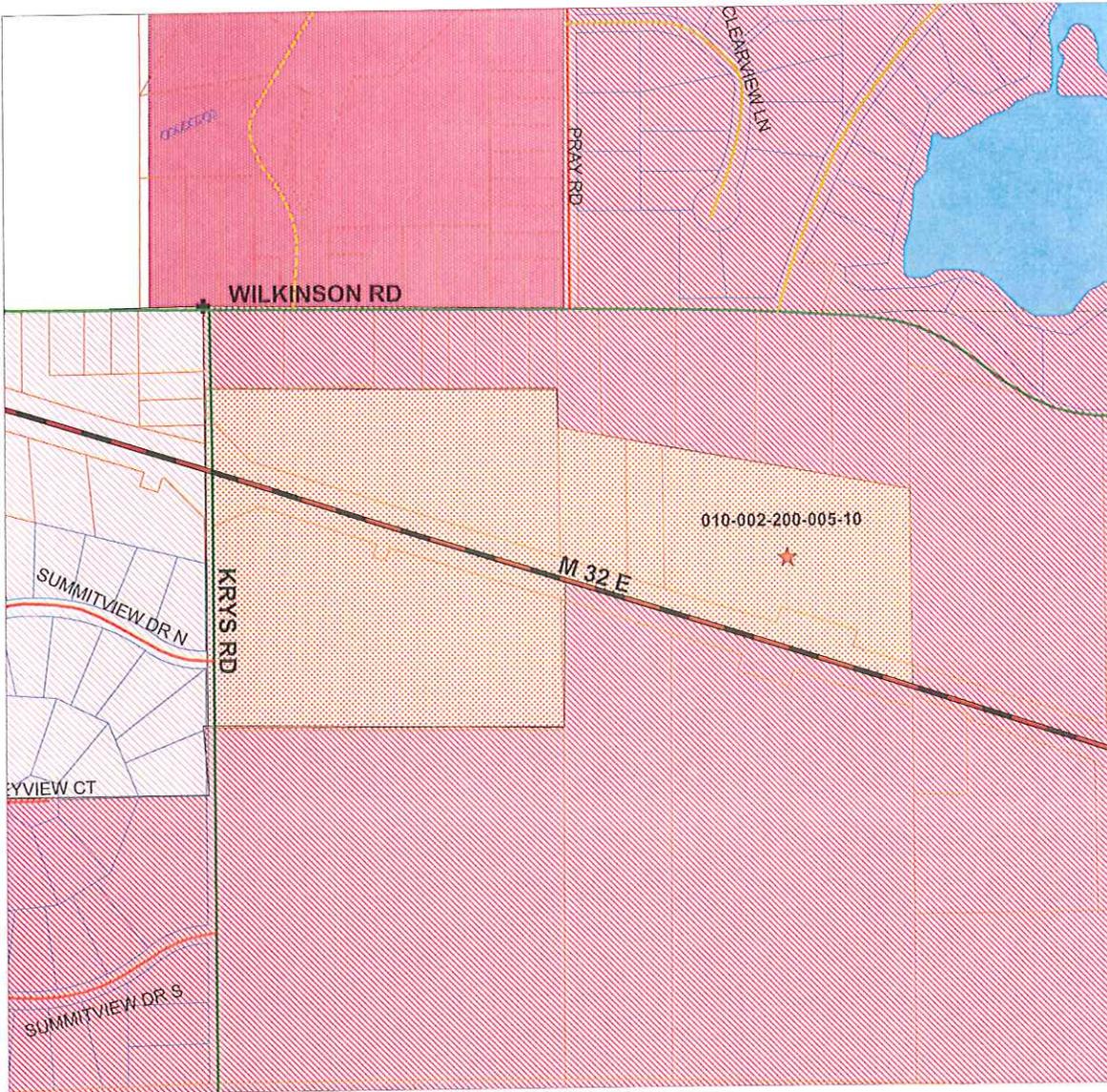




EXHIBIT A
LEGAL DESCRIPTION

Land situated in the County of Otsego, Township of Bagley, State of Michigan, is described as follows:

Part of the South 1/2 of that part of the East 1/2 of the Northwest 1/4 lying North of M-32 Highway right-of-way, Section 2, Town 30 North, Range 3 West, according to the Certificate of Survey by C.I. Robinson & Assoc., Inc., Job No. 88017.04, recorded April 28, 1998 in Liber 677, pages 318-319, Otsego County Records, and more particularly described as follows:

Commencing at the North 1/4 corner of said Section 2 and proceeding South 0°12'48" East 662.07 feet along the North and South 1/4 line to the point of beginning; thence continuing South 0°12'48" East 662.07 feet along said 1/4 line; thence along the North line of M-32 Highway the following four courses: North 72°22'38" West 228.77 feet, and North 17°37'22" East 60.00 feet, and North 72°22'38" West 300.00 feet, and South 17°37'22" West 60.00 feet, and North 72°22'38" West 447.72 feet; thence North 0°01'38" East 518.79 feet; thence South 80°40'35" East 940.38 feet to the point of beginning.

SUBJECT TO an easement for water storage as recorded in Liber 145 of Deeds, page 680, Otsego County Records.



**EXHIBIT B
EXCEPTIONS**

1. The rights of the public, private person, entity or any government unit in any part of the subject property used, deeded, or taken for street, road, highway or easements of any kind or nature, including but not limited to utility easements.
2. Easement in favor of Top O' Michigan Rural Electric Company as set forth in instrument dated April 29, 1998 and recorded March 24, 1999 in Liber 715 pages 529-530, Otsego County Records.
3. Easement in favor of State of Michigan for highway and other purposes as recorded in Liber 145 pages 680-681, Otsego County Records.
4. All oil, gas and mineral rights, interests and leases, as shown in the chain of title to the Property.
5. Zoning ordinances.
6. Building and use restrictions and easements or claims of easements.
7. The interests, rights or claims of all tenants and any other lessees or persons in possession, if any.
8. The rights of the public and of any governmental unit in any part thereof taken, used or deeded for street, road or highway purposes.
9. Taxes and assessments, whether general or special, and any lien arising therefrom, which are not due and payable as of the Closing Date.
10. Encroachments, overlaps, boundary line disputes, or other matters which would be disclosed by an accurate survey and inspection of the premises.
11. Any lien, or right to a lien, for services, labor or material heretofore or hereafter furnished, imposed by law and not shown on the public records.
12. Lien for outstanding water or sewer charges, if any.

First American Title Insurance Company

SCHEDULE A

1. Commitment Date: **01/05/2012 at 8:00 AM**

2. Policy or Policies to be issued: Proposed Amount of Insurance:
 - a. OWNER'S: ALTA Owner's Policy (6/17/06). \$20,000.00
Proposed Insured: **North Star Gardens, Inc.**

 - b. MORTGAGEE: ALTA Loan Policy (6/17/06). \$
Proposed Insured:

3. Fee Simple interest in the Land described in this Commitment is owned, at the Commitment Date, by
Flagstar Bank, F.S.B., a Federal Savings Bank

4. The Land referred to in this Commitment, situated in the Township of Bagley, County of Otsego, State of Michigan, is described as follows:

PARCEL 6:
Part of the South 1/2 of that part of the East 1/2 of the Northwest 1/4 lying North of M-32 Highway right-of-way, Section 2, Town 30 North, Range 3 West, according to the Certificate of Survey by C.I. Robinson & Assoc., Inc., Job No. 88017.04, recorded April 28, 1998 in Liber 677, pages 318-319, Otsego County Records, and more particularly described as follows:
Commencing at the North 1/4 corner of said Section 2 and proceeding South 0°12'48" East 662.07 feet along the North and South 1/4 line to the point of beginning; thence continuing South 0°12'48" East 662.07 feet along said 1/4 line; thence along the North line of M-32 Highway the following four courses: North 72°22'38" West 228.77 feet, and North 17°37'22" East 60.00 feet, and North 72°22'38" West 300.00 feet, and South 17°37'22" West 60.00 feet, and North 72°22'38" West 447.72 feet; thence North 0°01'38" East 518.79 feet; thence South 80°40'35" East 940.38 feet to the point of beginning.
SUBJECT TO an easement for water storage as recorded in Liber 145 of Deeds, page 680, Otsego County Records.



Otsego County Land Records

Mon Feb 27 2012 04:20:20 PM

Property Address

GAYLORD

Owner Address

NORTH STAR GARDENS INC

Unit: 01

Unit Name: BAGLEY TOWNSHIP

4104 STRAIGHTS HWY

INDIAN RIVER, MI 49749

Taxpayer Information

See Owner Address

General Information for Current Tax Year

Parcel Number:	010-002-200-005-10	Assessed Value:	\$55800
Property Class:	201	Taxable Value:	\$55800
Class Name:	201 Commercial Vacant		
School District Code:	69020		
School District Name:	Gaylord Community		
State Equalized Value:	\$55800		

Date Filed:

Principal Residence Exemption Last Year May: 0%

Principal Residence Exemption Last Year Final: 0%

Principal Residence Exemption May: 0%

Previous Year Information	MBOR Assessed	Final S.E.V.	Final Taxable
Last year	\$67200	\$67200	\$67200
2 yrs ago	\$68400	\$68400	\$68400
3 yrs ago	\$134500	\$134500	\$79852

Land Information

Acreage: 11.95

Zoning Code: B-1

Land Value:

Land Improvements: \$

Renaissance Zone:

Frontage:

Depth:

Mortgage Code:

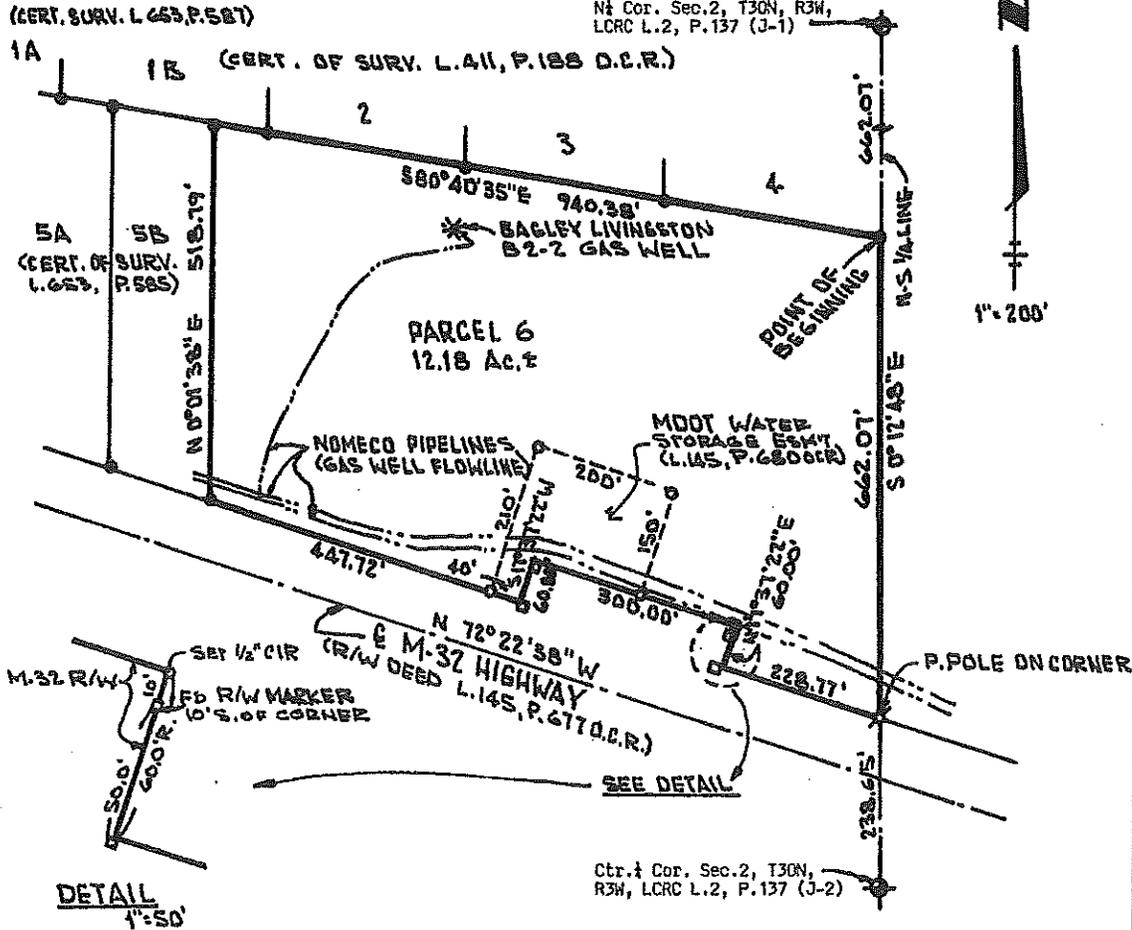
Lot Dimensions/Comments:

Legal Information

COMM @ N1/4 COR, TH S0°12'48"E 662.07' FOR POB, TH N80°40'35"W 940.37', TH S0°01'38"W 518.79', TH S72°22'38"E 447.72', TH N17°37'22"E 60', TH S72°22'38"E 300', TH S17°37'22"W 60', TH S72°22'38"E 228.77, TH N0°12'48"W 662.1' TO POB. SEC 2, T30N-R3W.

CERTIFICATE OF SURVEY

BEARINGS SHOWN ON THIS SURVEY WERE DETERMINED IN THE FOLLOWING MANNER:
 Michigan Coordinate System Central Zone (2112), NAD 27
 (Certificate of Survey recorded L.411, P.188, O.C.R.)



LEGEND:

- ◆ PLSS Corner
- Found 1/2" Capped Iron Rod from prior survey
- Found Concrete R/W Marker
- Set 3/4"x24" Capped Iron Rod

010-002-200
am

I hereby certify that I have surveyed and mapped the land above platted and/or described on December 15, 1997 and that the ratio of closure of the unadjusted field observations of such survey was 1/ 10,000+, and that all of the requirements of P.A. 132, 1970 have been complied with.

C. I. ROBINSON
CARL I. ROBINSON, PE & PS
 Professional Surveyor
 No. 16390
 Otsego County Surveyor

PLAT OF SURVEY

Part of S 1/2 of that part of E 1/2 of NW 1/4, lying north of M-32 Highway, Section 2, T 30 N, R 3 W, Bagley Township, Otsego County, Michigan.

When Recorded Return To:

C. I. ROBINSON & ASSOC., INC.

CONSULTING ENGINEERS & LAND SURVEYORS



469 W. FINCHER RD., N
 GAYLORD, MI 49735
 (517) 732-9711



SMITH REALTY, Inc.

Job No. 88017.04

Sheet 1 of 2

502759

11/22

9/19/2013

Northern Michigan Engineering Inc.

507 Woodridge Drive, PO Box 1763
Gaylord, MI 49734

Page 1

Otsego County Land Use Services Department
1322 Hayes Road
Gaylord, MI 49735

Re: Site Plan Review & SUP
North Star Gardens
1354 M-32 East

On behalf of North Star Gardens, we are submitting the following for your review and comment, and ask to be placed on the agenda for the October Planning Commission meeting:

- Application for Special Use Permit
- Application for Site Plan Review
- (15) copies of the Site Plan
- Proof of ownership (Assessment Record and Title Insurance Policy)
- Application fee
- Copy of the Certificate of Survey for the property.

Project Summary

North Star Gardens (Owner) proposes the development of a garden/home supply and landscaping services business on M-32 East.

A single sales building (50' x 75') is proposed with (2) adjacent 24'x64' green house buildings (free-standing) constructed on a concrete slab. The outside sales will include typical landscaping materials, trees, shrubs and plants, and include multiple displays for water features stone walls related home improvement materials. In addition to sales, the building will house offices and restrooms. Parking for (20) cars is provided in a paved parking area. Site lighting will be provided with wall pack lighting on the building and street lights with advertising banners along the paved access drive. The owner intends to open for business in the spring/summer of 2014.

The owner is working on building plans with Todd Seidell, and building elevations and sign elevations will be provided when completed.

Please review and call me if you need any addition information.

Sincerely,



David C. Drews, Project Manager

Cc: Jeff Jakeway, North Star Gardens

attachments

**OTSEGO COUNTY
PLANNING COMMISSION**

PUBLIC HEARING NOTICE
_____, 2013

The Otsego County Planning Commission will hold a public hearing on Monday, _____, 2013 at 6:00pm in the Planning and Zoning Meeting room located at 1322 Hayes Rd Gaylord, Michigan.

The purpose of the public hearing will be to obtain citizen comment on the following:

North Star Gardens Inc (owners) have requested a Special Use Permit for property located at 1354 M-32 East Gaylord, MI 49735. The proposed use of the property is for a sales and service landscaping/home improvement business. The property is located in a B1 Zoning District. A landscaping/home improvement business is a permitted use subject to special conditions in the B1 Zoning District.

Parcel identification number: **010-002-200-005-10**
1354 M-32 East
Gaylord, MI 49735

Legal Description:

COMM @ N1/4 COR, TH S0°12'48"E 662.07' FOR POB, TH N80°40'35"W 940.37', TH S0°01'38"W 518.79', TH S72°22'38"E 447.72', TH N17°37'22"E 60', TH S72°22'38"E 300', TH S17°37'22"W 60', TH S72°22'38"E 228.77', TH N0°12'48"W 662.1' TO POB. SEC 2 T30N R3W.

All citizens are welcome to attend the meeting or provide written comment. If written comments are provided the comments must be received at the Otsego County Land Use Services Office by noon (12:00 pm) the day of the meeting.

Any citizen who has questions regarding this application or needs assistance to attend this meeting should contact the Director of Land Use Services at (989) 731-7420.



**Department of
Land Use Services**
1322 Hayes Rd • Gaylord, MI 49735
Phone (989)731-7420 • Fax (989)731-7429
www.otsegocountymi.gov

September 27, 2013

Bagley Township
PO Box 52
Gaylord, MI 49734

Pursuant to Article 27 of the Otsego County Zoning Ordinance, I am forwarding the application for a Special Use Permit Subject to Special Conditions.

If you require the applicants, North Star Gardens Inc, be present at your meeting, you can notify them at:

4104 S Straits Hwy
Indian River, MI 49749
231.420.2651

If you have any questions, please contact us and we will be glad to assist you. We look forward to your input concerning this matter.

Sincerely,

Vern Schlaud
Otsego County Land Use Director

cbw

encl

Bagley Township
Otsego County Michigan

PO Box 52
Gaylord, Michigan 49734

Subject: Report of Public Hearing Results and Recommendation

Case: County PSP R13-001, North Star Gardens
TIN: 101 002 200 005 10

Date and Location:: October 28, 2013, Bagley Township Hall,
7:00 PM

Noticed: On Site

Delivery: Initial by email, written copies follow.

1. New case. Meeting opened at 7:00PM by Arndt, case announced to attendees. The meeting was announced as being recorded. Notes here are paraphrased from the discussion and commission conclusions at the hearing. The tape will be available to interested parties for 90 days after the County hearing and then destroyed.

Members Present: Arndt, Trigger, Burkett, Absent Schwandt

Representing the Petitioner” No Representation

The meeting was opened for public comment and 7:05 PM. There being no comments, the public comment section of the meeting was closed.

Petitioner had provided copies of the large scale surveys prepared for both building layout and the paving plan. The commission also received the county administrator’s assessment of the application and the zoning sections pertinent to the application for site plan review.

All commissioners attending visited the property. Most of sections 19 and 21 were in compliance with the zoning requirements.

Some discussion surrounded the issue of screening. We observed that the improvements planned site below the north grade line. At the building site proposed, only the top foot of the roofs of houses could be see standing on the site. The outside storage areas for product held for resale would not be visible to the dwellings north, east or west of the

planned location given their location about 4 to 5 feet below grade at the top of the parcel surrounding the building site.

Secondly, the angle of the approach drive running generally SSW tends to mask most of the outside storage on the plans, thus the commissioners felt the only possible screening required might be the fronts of the outside storage bins west of the planned building.

The commissioners were influenced by other factors as recommending bodies to the board. The improvements are well off the public street (M32) and the landscaping plan appears to add appealing screening to the overall site development.

Discussion concluded with consensus at 7:50PM.

A Trigger moved and Burkett seconded a motion to recommend approval of the project to the Bagley Township Board. All in favor, none opposed.

2. Master Plan. Certain discussions were undertaken as to recommendations for updating the Master Plan. All members will re read the plan and advise Arndt on an approach to take with Supervisor Giles.

There being no further business, the meeting was adjourned at 8:17 PM.

Respectfully Submitted,

477232113

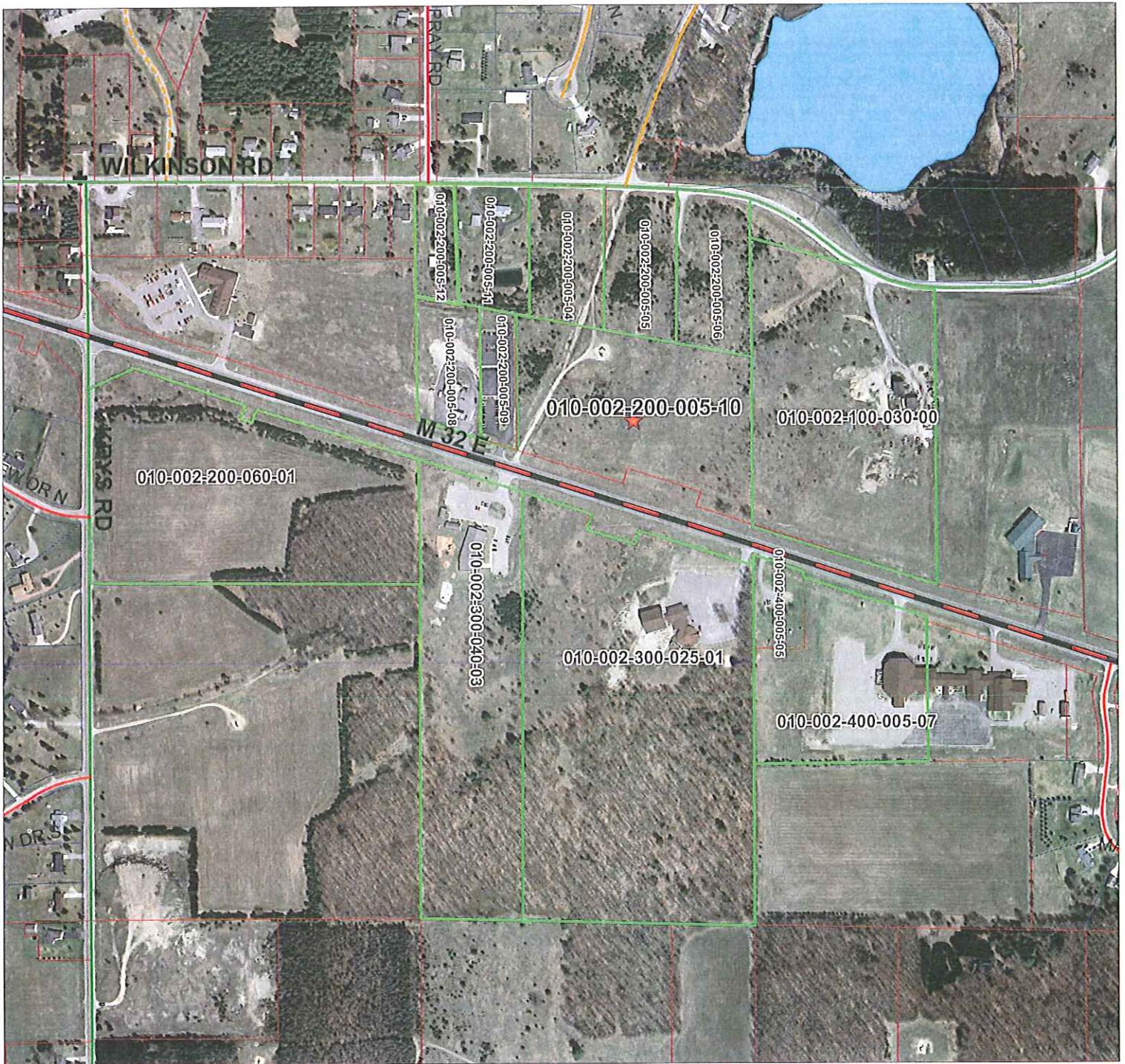
Kenneth R. Arndt
Chairman
Bagley Township Planning Commission

Approved for the Board:

For:

William Giles
Supervisor

PSPR13-001
North Star Gardens Inc
010-002-200-005-10
Parcel within 300 feet

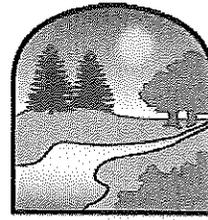


- | | |
|--------------------|--------------------|
| 010-002-100-030-00 | 010-002-200-060-01 |
| 010-002-200-005-04 | 010-002-300-025-01 |
| 010-002-200-005-05 | 010-002-300-040-03 |
| 010-002-200-005-06 | 010-002-400-005-05 |
| 010-002-200-005-08 | |
| 010-002-200-005-09 | |
| 010-002-200-005-11 | |
| 010-002-200-005-12 | |

OWNERS WITHIN THREE HUNDRED (300) FEET

PID	PROPERTY ADDRESS	OWNER	OWNER ADDRESS	OWNER CITY	OWNER STATE	OWNER ZIP CODE
010-002-100-030-00	1903 Wilkinson Rd	Richard & Ophelia Townsend	PO Box 415	Gaylord	MI	49734
010-002-200-005-04		Hadley-Peters	24265 Warrington Ct	Novi	MI	48374-2856
010-002-200-005-05		David & Sandra Rink Edward A Romanowski	PO Box 1285	Sault Sainte Marie	MI	49783-1285
010-002-200-005-06	1827 Wilkinson Rd	C/O Hadley-Peters	24265 Warrington Ct	Novi	MI	48374-2856
010-002-200-005-08	1298 M-32 East	Gaylord Development East LLC	PO Box 629	Gaylord	MI	49734
010-002-200-005-09	1320 M-32 East	Far North Properties LLC	PO Box 2219	Gaylord	MI	49734
010-002-200-005-11	1651 Wilkinson Rd	Lydia Wegmeyer Trust	1651 Wilkinson Rd	Gaylord	MI	49735
010-002-200-005-12	1603 Wilkinson Rd	Jeffrey P & Tricia Wegmeyer	1603 Wilkinson Rd	Gaylord	MI	49735
010-002-200-060-01		Muzyl North LLC	PO Box 2249	Gaylord	MI	49734
010-002-300-025-01	1467 M-32 East	Gaylord Community Church	PO Box 691	Gaylord	MI	49734
010-002-300-040-03	1377 M-32 East	Otsego Christian Holding Co	315 Huron St	Gaylord	MI	49735-1429
010-002-400-005-05	1511 M-32 East	Northern Christian Radio	PO Box 695	Gaylord	MI	49734-0695

OTSEGO COUNTY LAND USE SERVICE
 1322 HAYES RD
 GAYLORD, MI 49735
 PH.989-731-7400
 FAX 989-731-7419
 INSPECTION LINE 989-731-7401



Otsego
COUNTY

ESTABLISHED 1875

M I C H I G A N

Paid By

NORTH STAR GARDENS INC
 4104 STRAITS HWY
 INDIAN RIVER, MI 49749-9457

RECEIPT NUMBER

01301813

09/23/2013

Type	Record	Category	Description	Amount
Permit	PSPR13-001	PLAN REVIEW	Special Use Permit, Planning	\$ 700.00

Total	\$ 700.00
Cash	
Check	\$ 700.00
Credit	
Transferred	
Tendered	\$ 700.00
Change	\$ 0.00
To Overpayment	\$ 0.00

Expiration of permit: A permit will remain valid as long as work is progressing and inspections are requested and conducted. A permit will become invalid if the authorized work has not commenced within 6 months of issuance or if the authorized work is suspended or abandoned for a period of 6 months.

**OTSEGO COUNTY
PLANNING COMMISSION**

**PSPR13-001
010-002-200-005-10**

GENERAL FINDINGS OF FACT

1. This is a proposal to allow a landscape and home improvement sales/service business. *Exhibit #1*
2. The property is located in a B1/Local Business Zoning District. *Exhibit #2*
3. The proposed use is a permitted use subject to special conditions in the B1 Zoning District. *Exhibit #3*
4. The property is currently under the ownership of North Star Gardens Inc. *Exhibit #4*
5. The Public Hearing Notice was published in the Herald Times on... *Exhibit #7*
6. The requirements of Article 27 of the Otsego County Zoning Ordinance have been met. *Exhibit #8, Exhibit #9*
7. All property owners within three hundred (300') feet were properly notified of the public hearing. *Exhibit #10*
8. The Planning Commission has the authority to approve a Special Land Use request after review and compliance with the Otsego County Zoning Ordinance. (Section 19.7) *Exhibit #3*
9. The required fees have been collected by Otsego County Land Use Services. *Exhibit #11*
10. The site plan requirements of Article 23 have been reviewed by Otsego County Land Use and all requirements pertaining to the proposed development have been addressed by the Applicant. *Exhibit #5, Exhibit #12, Exhibit #13*

**OTSEGO COUNTY
PLANNING COMMISSION**

**PSPR13-001
010-002-200-005-10**

SPECIFIC FINDINGS OF FACT

FINDINGS UNDER ARTICLE 21:

SECTION 21.10 FENCING

Open Storage areas of any use shall be fenced and screened

21.18.5 Screening of unsightly areas: The open storage of any equipment, vehicles and all materials including wastes, shall be screened from public view, from public streets, and from adjoining properties.

HAS – HAS NOT BEEN MET

SECTION 21.19 LIGHTING, OUTDOOR

Outdoor light fixtures are electrically powered illuminating devices, outdoor lighting or reflective surfaces, lamps and similar devices, permanently installed or portable, used for illumination or advertisement. Such devices shall include search, spot and flood lights for buildings and structures, recreation areas, parking lot lighting, landscape lighting, billboards and other signs (advertising or other), street lighting, product display area lighting, building overhangs and open canopies.

All outdoor lighting fixtures including pole mounted or building mounted yard lights, dock lights, and shoreline lights other than decorative residential lighting such as low level lawn lights, shall be subject to the following regulations:

21.19.1 Lighting shall be designed and constructed in such a manner:

21.19.1.1 To insure that direct or directly reflected light is confined to the area needing it and that it is not directed off the property,

21.19.1.2 That all light sources and light lenses are shielded,

21.19.1.3 That any light sources or light lenses are not directly visible from beyond the boundary of the site,

21.19.1.4 That light from any illuminated source shall be so shaded, shielded, or directed that the light intensity or brightness will not be objectionable to surrounding areas.

21.19.2 Lighting fixtures shall be a down-type having one hundred (100) percent cut off. The light rays may not be emitted by the installed fixture at angles above the horizontal plane, as may be certified by photometric test. A United States flag, Michigan flag or a flag of a veteran's organization chartered by the United States Government shall be allowed to have light illuminating them from below

21.19.3 There shall be no blinking, flashing, or fluttering lighting, including changes in light intensity, brightness or color, except that lights may be controlled by a dimmer which can be periodically adjusted for conditions and signs as allowed in 21.38.2.1. Beacon lights are not permitted except where required by law.

21.19.4 No colored lights shall be used at any location or in any manner so as to be confused with or construed as traffic control devices.

21.19.5 Decorative lights during holiday seasons shall be allowed.

21.19.6 Modification of these outdoor lighting standards may be permitted by the Zoning Board of Appeals for temporary uses of not more than ten (10) days per year, following these provisions as closely as possible.

HAS – HAS NOT BEEN MET

SECTION 21.21 LOADING AND UNLOADING (OFF-STREET)

On the same premises with every building, structure, or part thereof, involving the receipt or distribution of vehicles or materials or merchandise, there shall be provided and maintained on the lot, adequate space for standing, loading, and unloading in order to avoid undue interference with public use of dedicated rights-of-way. Such space shall be computed separately from the Off-Street Parking Requirements and shall be provided as follows:

- 21.21.1 Within a B1 or B2 District, loading space shall be provided in the rear yard in the ratio of at least ten (10) square feet per front foot of building.
- 21.21.2 Within an I District, loading spaces shall be laid out in the dimensions of at least ten by fifty (10 x 50) feet, or five hundred (500) square feet in area, with a clearance of at least fourteen (14) feet in height. Loading dock approaches shall be provided with durable and dustless surface. All spaces in I Districts shall be provided in the following ratio of spaces to floor area:

HAS – HAS NOT BEEN MET

SECTION 21.27 PARKING

There shall be provided in all districts at the time of erection or enlargement of any main building or structure or use, automobile off-street parking space with adequate access to all spaces.

- 21.27.1 Off-street parking for other than residential uses shall be either on the same lot or within four hundred (400) feet of the building it is intended to serve, measured from the nearest point of the building to the nearest point of the off-street parking lot.
- 21.27.2 Any area once designated as required off-street parking shall not be changed to any other use unless and until equal facilities are provided elsewhere.
- 21.27.3 In the instance of dual function of off-street parking spaces where operating hours of uses do not overlap, the Zoning Board of Appeals may grant an exception by reducing the total number of spaces required.
- 21.27.4 The storage of merchandise, motor vehicles for sale, trucks, or the repair of vehicles is prohibited on required off-street parking lots.
- 21.27.8 For those uses not specifically mentioned in the Off-street Parking Schedule, requirements for off-street parking facilities shall be in accord with a use which the Board of Appeals considers as being similar in type.
- 21.27.9 Entrance drives to the property and off-street parking area shall be no less than twenty-five (25) feet from a street intersection (measured from the road right-of-way) or from the boundary of a different Zoning District.

HAS – HAS NOT BEEN MET

SECTION 21.38 SIGNS AND BILLBOARDS

Accessory Signs - In B1, B2, B3 and/or I Districts may be permitted at the rate of two (2) per use, except that at least one (1) sign shall be affixed to or be within two (2) feet of and be parallel with the wall of the main building. One (1) sign may be a freestanding or pylon sign.

1. Signs mounted on and parallel with the wall of the main building shall not exceed a total area of 2.5 feet times the length of the mounting wall.
2. Freestanding signs intended for local or passerby traffic shall not exceed a height of twelve (12) feet measured from the average grade at the base of the sign to the top of the sign. No freestanding sign shall exceed an area of thirty-two (32) square feet and no such sign shall be longer than three (3) times its width.
3. Pylon signs, designed and intended to attract traffic from a major expressway or highway, are approved but shall not exceed a height of thirty-five (35') feet and must be constructed and mounted by approval methods set forth in the State Construction Code provided they meet the Airport Zoning Ordinance standards.

Placement of Signs and Setbacks

Signs in any zoning district must be placed at least ten (10) feet back from any right-of-way or lot line.

HAS – HAS NOT BEEN MET

FINDINGS UNDER ARTICLE 19:

- 19.7.1** The property subject to the application is located in a zoning district in which the proposed special land use is allowed.
HAS – HAS NOT BEEN MET
- 19.7.2** The proposed special land use will not involve uses, activities, processes, materials, or equipment that will create a substantially negative impact on the natural resources of the county or the natural environment as a whole.
HAS – HAS NOT BEEN MET
- 19.7.3** The proposed special land use will not involve uses, activities, processes, materials, or equipment that will create a substantially negative impact on other conforming properties in the area by reason of traffic, noise, smoke, fumes, glare, odors, or the accumulation of scrap material that can be seen from any public highway or seen from any adjoining land owned by another person.
HAS – HAS NOT BEEN MET
- 19.7.4** The proposed special land use will be designed, constructed, operated, and maintained so as not to diminish the opportunity for the surrounding properties to be used and developed as zoned.
HAS – HAS NOT BEEN MET
- 19.7.5** The proposed special land use will not place demands on fire, police, or other public resources in excess of current capacity.
HAS – HAS NOT BEEN MET
- 19.7.6** The proposed special land use will be adequately served by public or private streets, water and sewer facilities, and refuse collection and disposal services.
HAS – HAS NOT BEEN MET
- 19.7.7** If the proposed special land use includes more than fifteen thousand (15,000) square feet of impervious surface, then the storm water management system employed by the use shall (i) preserve the natural drainage characteristics of the site and enhance the aesthetics of the site to the extent possible, (ii) employ storm water disposal through evaporation and infiltration when reasonably possible, (iii) shall not discharge storm water directly to wetlands or surface waters

unless there is no other prudent or reasonably feasible means of discharge, (iv) shall not serve to increase the quantity no rate of discharge leaving the property based on 25-year storm criteria, (v) shall be designed using Best Management Practices identified by the DNR or its successor agency, and (vi) shall identify the party responsible for maintenance of the storm water management system.

HAS – HAS NOT BEEN MET

19.7.8 The proposed special land use complies with all specific standards required under this Ordinance applicable to it.

HAS – HAS NOT BEEN MET

SECTION 19.8 - CONDITIONS

The Planning Commission may attach reasonable conditions to the approval of a special use permit. These conditions may include those necessary to insure that public services and facilities affected by a proposed special land use will be capable of accommodating increased service and facility loads caused by the special land use, to protect the natural environment and conserve natural resources and energy, to insure compatibility with adjacent uses of land, and to promote the use of land in a socially and economically desirable manner. Any conditions imposed, however, shall meet all the following requirements.

- 19.8.1 Be designed to protect natural resources, the health, safety, and welfare and the social and economic well being of those who will use the land use or activity under consideration, residents and landowners immediately adjacent to the proposed special land use, and the community as a whole.
- 19.8.2 Be related to the valid exercise of the police power, and purposes which are affected by the proposed special land use.
- 19.8.3 Be necessary to meet the intent and purpose of the zoning ordinance, be rated to the standards established in the ordinance for the special land use under consideration, and be necessary to insure compliance with those standards.

09.23.2013

Staff Review

North Star Gardens Inc
4104 S Straits Highway
Indian River, MI 49749

Otsego County Land Use Permit Number: **PSPR13-001**

Parcel Identification Number: 010-002-200-005-10
1354 M-32 East
Gaylord, MI 49735

Description of project:

Property will primarily be used for landscape and home improvement sales and services with the construction of a new building (50'x75') including two (2) greenhouses, landscape material storage and parking. A Special Use Permit/Site Plan Review is requested to conduct sales and offer services on property.

Subject parcel is zoned B1-Local Business which under Section 10.2/subsection 10.2.7 permits Nursery sales, garden supply centers and greenhouses with outdoor display areas as a Permitted Use Subject to Special Conditions.

Article 19 Permitted Uses Subject to Special Conditions

SECTION 19.2-APPLICATION AND FEES

Application has been received and the required fees have been paid.

SECTION 19.3-DATA REQUIRED

Application for a Special Land-Use Permit shall include all the following information:

- 19.3.1 The applicants name, address, and telephone number. **Complies**
- 19.3.2 The legal description, address, and tax identification of the proposed site. **Complies**
- 19.3.3 A signed statement that the applicant is the owner of the proposed site, or is acting as the owner's representative. **Complies**
- 19.3.4 A site plan meeting all of the requirements of Section 23.2 of this Ordinance. **Complies**
- 19.3.5 A detailed written description of the proposed special land use. **Complies**
- 19.3.6 A detailed written statement, with supporting evidence, demonstrating how the proposed special land use will comply with the standards for special land use approval specified in Section 19.8 of this Ordinance.

Owner contact information above if needed

- 19.3.7 Any additional information reasonably deemed necessary by the Planning Commission to determine compliance with the standards for special land use approval specified in Section 16.8 of this Ordinance and the impact of the proposed special land use on adjacent properties, public infrastructure, and the County as a whole. This information may take the form of, but is not limited to, traffic impact analysis, environmental impact assessments, market studies (to determine demand and/or use saturation), fiscal impact analysis or reports and/or information from officials representing state, county, or local police, fire, or health departments, the county road commission or Michigan Department of Transportation, and/or state, county, or local environmental regulatory agencies.

SECTION 19.4- ZONING ADMINISTRATOR'S REVIEW

- 19.4.1 The zoning administrator shall review the application and information submitted under Section 19.3 of this Ordinance to determine if all required information was supplied. If the zoning administrator determines that all required information was not supplied, he or she shall send written notification to the Applicant of the deficiencies. The application for the special use permit cannot proceed until all required information has been supplied.

Application contains all of the required information.

- 19.4.2 Once all required information is submitted, the zoning administrator shall forward the application to the Planning Commission for its review under the procedures of this Article, and will notify the township in which the property is located of the application.

Bagley Township has been notified.

SECTION 19.5 – PUBLIC HEARING REQUIREMENTS

Following receipt of a complete special use permit application, the Planning Commission shall hold a public hearing. The notices for all public hearings before the Planning Commission concerning requests for Special Use Permits and planned unit developments shall comply with all of the following:

THESE REQUIREMENTS SHALL BE COMPLIED WITH PRIOR TO COUNTY PLANNING COMMISSION REVIEW

- A. The content of the notice shall include all of the following information:
1. A description of the nature of the proposed special use or planned unit development request.
 2. A description of the property on which the proposed special use or planned unit development will be located. The notice shall include a listing of all existing street addresses within the property. Street addresses, however, do not need to be created and listed if no such addresses currently exist within the property. If there are no street addresses, other means of identification may be used, such as using tax parcel identification numbers or including a map showing the location of the property.
 3. The time, date, and place the proposed special use or planned unit development request will be considered.
 4. The address where and the deadline when written comments will be received concerning the proposed special use or planned unit development request.
- B. The notice shall be published in a newspaper of general circulation within the County not less than fifteen (15) days before the scheduled public hearing.
- C. The notice shall be sent by first-class mail or personal delivery to the owners of the property or properties proposed for Special Use or Planned Unit Development not less than fifteen (15) days before the scheduled public hearing.
- D. The notice shall also be sent by first-class mail or personal delivery to all persons to whom real property is assessed within three hundred (300) feet of the property on which the proposed special use or planned unit development will be located and to the occupants of all structures within three hundred (300) feet of

the property on which the proposed special use or planned unit development will be located not less than fifteen(15) days before the scheduled public hearing, regardless of whether the property or occupant is located in the County. If the name of the occupant is not known, the term "occupant" may be used in making notification under this subsection.

SECTION 19.6 – REVIEW AND APPROVAL AUTHORITY

Following the public hearing the Planning Commission shall review the special land use request and shall approve, deny, or approve with conditions the special use permit based on the standards for special land use approval specified in Section 19.8 of this Ordinance. The Planning Commission’s decision shall be in writing and shall include findings of fact, based on the evidence represented at the public hearing, on each standard.

THESE ARE THE STANDARDS THAT YOU SHOULD BASE YOUR DECISION UPON.

SECTION 19.7- STANDARDS FOR SPECIAL LAND USE APPROVAL

The Planning Commission shall approve, or approve with conditions, an application for a special land use permit only upon a finding that the proposed special land use complies with all of the following standards:

- 19.7.1** The property subject to the application is located in a zoning district in which the proposed special land use is allowed.
- 19.7.2** The proposed special land use will not involve uses, activities, processes, materials, or equipment that will create a substantially negative impact on the natural resources of the county or the natural environment as a whole.
- 19.7.3** The proposed special land use will not involve uses, activities, processes, materials, or equipment that will create a substantially negative impact on other conforming properties in the area by reason of traffic, noise, smoke, fumes, glare, odors, or the accumulation of scrap material that can be seen from any public highway or seen from any adjoining land owned by another person.
- 19.7.4** The proposed special land use will be designed, constructed, operated, and maintained so as not to diminish the opportunity for the surrounding properties to be used and developed as zoned.
- 19.7.5** The proposed special land use will not place demands on fire, police, or other public resources in excess of current capacity.
- 19.7.6** The proposed special land use will be adequately served by public or private streets, water and sewer facilities, and refuse collection and disposal services.
- 19.7.7** If the proposed special land use includes more than fifteen thousand (15,000) square feet of impervious surface, then the storm water management system employed by the use shall (i)

preserve the natural drainage characteristics of the site and enhance the aesthetics of the site to the extent possible, (ii) employ storm water disposal through evaporation and infiltration when reasonably possible, (iii) shall not discharge storm water directly to wetlands or surface waters unless there is no other prudent or reasonably feasible means of discharge, (iv) shall not serve to increase the quantity or rate of discharge leaving the property based on 25-year storm criteria, (v) shall be designed using Best Management Practices identified by the DNR or its successor agency, and (vi) shall identify the party responsible for maintenance of the storm water management system.

19.7.8 The proposed special land use complies with all specific standards required under this Ordinance applicable to it.

CONDITIONS SHOULD ONLY BE PLACED UPON A PROPOSED SPECIAL USE PERMIT IF IT IS NECESSARY TO BRING A PROPOSED PROJECT INTO CONFORMANCE WITH ORDINANCE REQUIREMENTS, NOT TO PLACE ADDITIONAL BURDEN UPON A DEVELOPER.

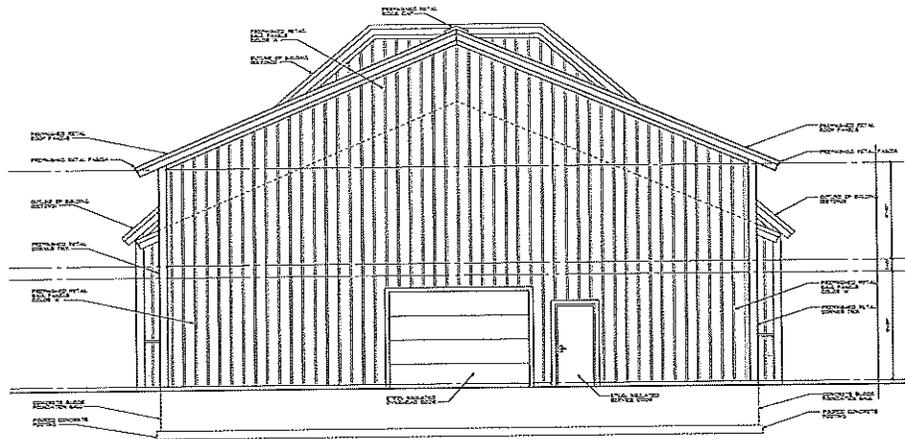
SECTION 19.8-CONDITIONS

The Planning Commission may attach reasonable conditions to the approval of a special use permit. These conditions may include those necessary to insure that public services and facilities affected by a proposed special land use will be capable of accommodating increased service and facility loads caused by the special land use, to protect the natural environment and conserve natural resources and energy, to insure compatibility with adjacent uses of land, and to promote the use of land in a socially and economically desirable manner. Any conditions imposed, however, shall meet all the following requirements.

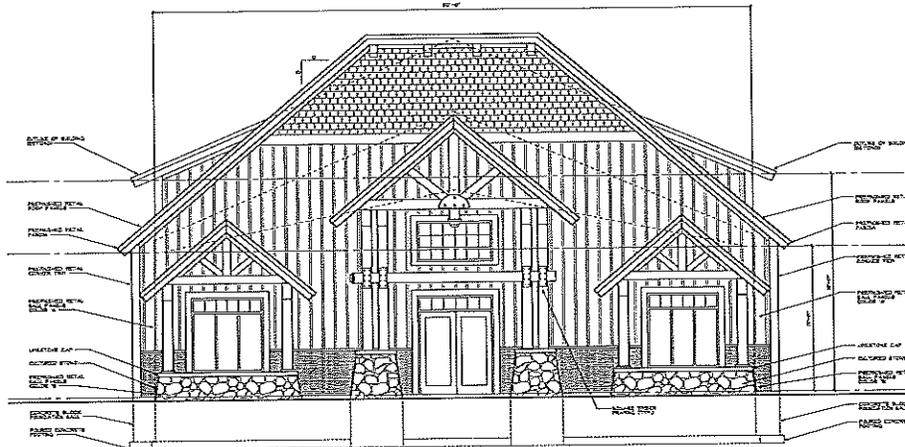
- 19.8.1 Be designed to protect natural resources, the health, safety, and welfare and the social and economic well being of those who will use the land use or activity under consideration, residents and landowners immediately adjacent to the proposed special land use, and the community as a whole.
- 19.8.2 Be related to the valid exercise of the police power, and purposes which are affected by the proposed special land use.
- 19.8.3 Be necessary to meet the intent and purpose of the zoning ordinance, be related to the standards established in the ordinance for the special land use under consideration, and be necessary to insure compliance with those standards.

SECTION 19.9 – COMPLIANCE WITH APPROVED SPECIAL USE PERMIT REQUIRED

Unless amended pursuant to Section 19.12 of this Ordinance, an approved special land use shall be developed, constructed, maintained, and operated in strict compliance with the approved special use permit and any conditions of approval. In the event public or site improvements were designed by an architect or engineer, the Applicant shall, following completion of construction, providing a statement prepared by his or her architect or engineer certifying that all public and and/or site improvements were constructed in compliance with the approved special land use permit and any conditions of approval.



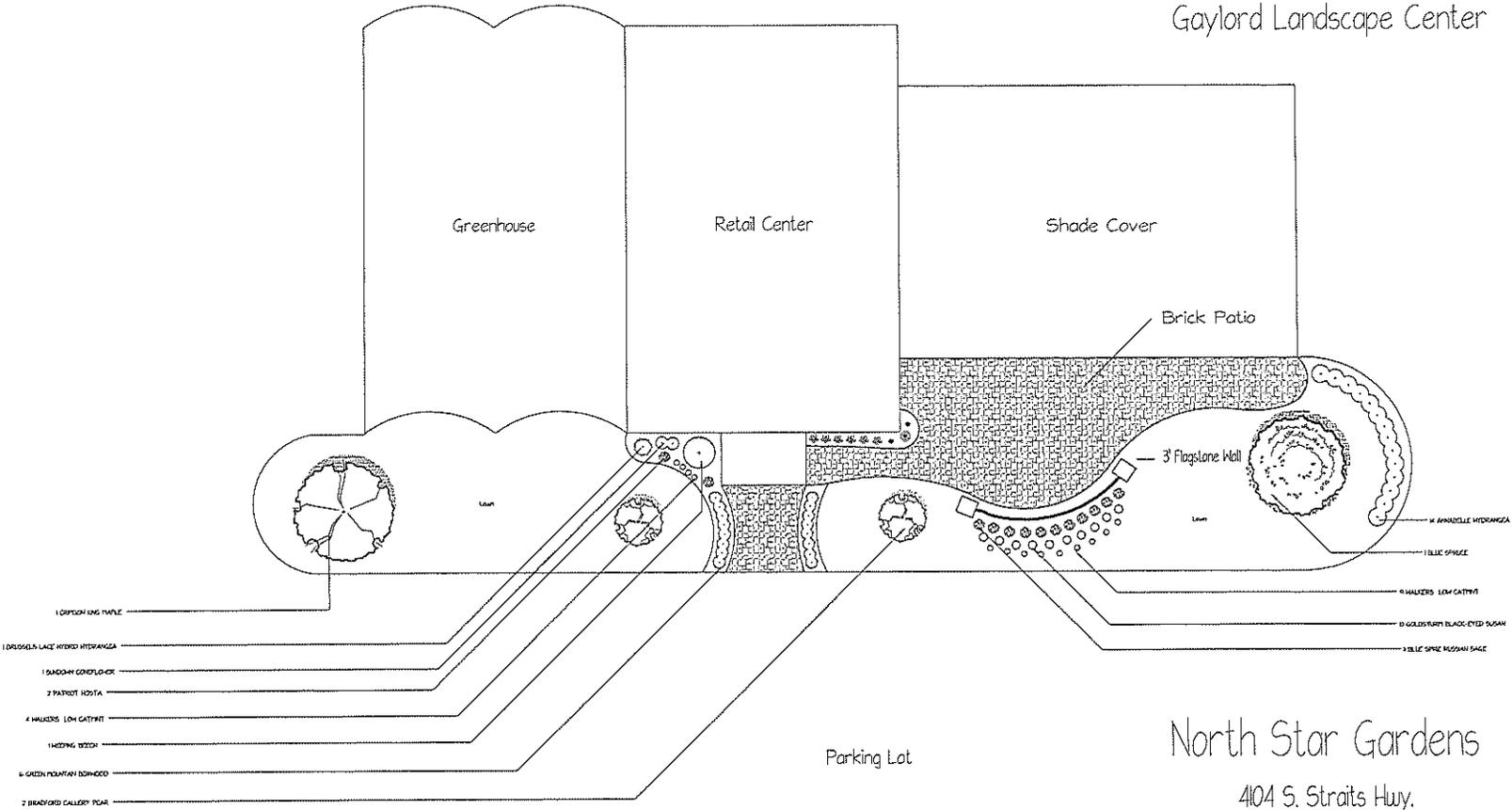
REAR ELEVATION



FRONT ELEVATION

Landscape Plan View

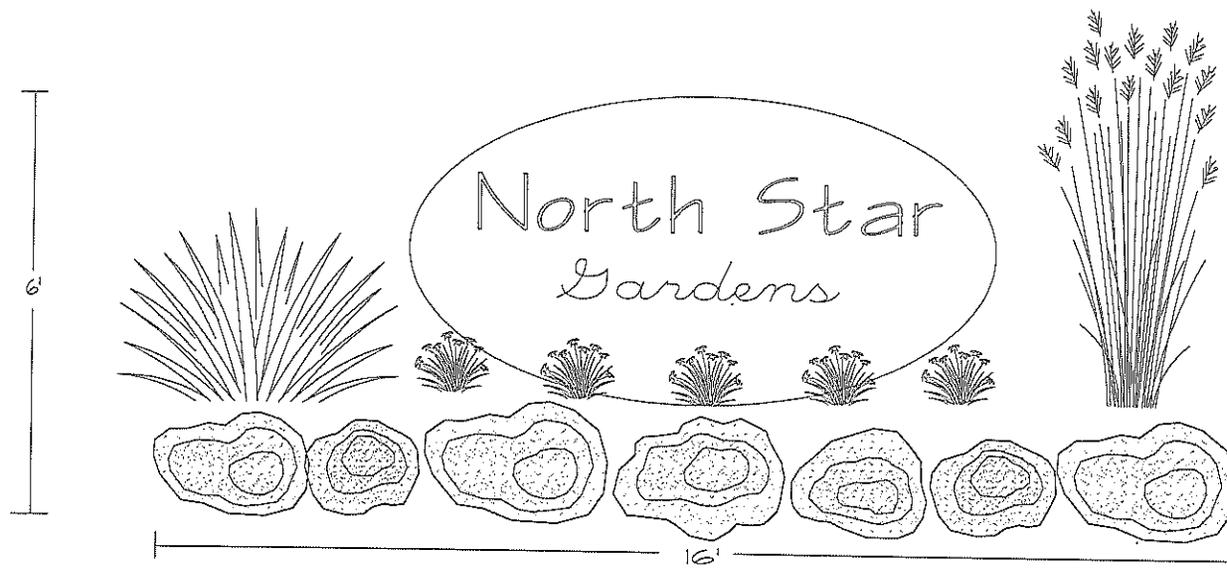
Gaylord Landscape Center



North Star Gardens

4104 S. Straits Hwy,
 Indian River, MI 49749
 231-238-4151

Landscape Plan View



North Star Gardens
404 S. Straits Hwy.
Indian River, Mi 49749
231-238-4151

The definition of a 'service road' is being proposed as an addition to the following sections of the Otsego County Zoning Ordinance:

SECTION 2.2 DEFINITIONS

ACCESSORY STRUCTURE: ...

ROADSIDE STAND: An accessory and temporary farm structure operated for the purpose of selling local agricultural products.

SERVICE ROADS: *Local roads that parallel an expressway or through street and that provide access to property near the expressway.*

SETBACK: The distance required to meet the front, side and rear yard open space requirements of this ordinance as measured from the lot lines or Road Right of Way to the fascia of the roof overhang or to the closest point of a deck or porch, not including steps, whichever is less.

SHOOTING RANGE: An area designed and operated for the use of rifles, shotguns, pistols, silhouettes, skeet, trap, black powder, or any other similar sport shooting at targets.

SHORELAND: Land paralleling the lake shoreline, fifty (50) feet wide as measured from the ordinary high water level. And the land paralleling the banks of all rivers, streams and flowages of water in the County that appear on the most recent U.S. Geological Survey Quadrangle maps, one hundred fifty (150) feet wide, measured from the ordinary high water level, landward, at right angles or radial to the shoreline or bank, on a horizontal plane.

SIGN: The use of any words, numerals, figures, devices, designs, or trademarks by which anything is made known such as are used to show an individual, firm, profession, or business, and are visible to the general public. Accessory signs pertain to uses, activities or services conducted on the premises where located.

SIGN FACE: ...

SECTION 20.2 DEFINITIONS

Roadways are defined according to the following categories:

20.2.1 Local Roads -- Provide direct property access, do not serve through traffic.

20.2.2 Major Collectors -- Serve traffic traveling from Local Roads or Minor Collectors to Arterials; are public thoroughfares with a lesser degree of traffic than Arterials.

20.2.3 Minor Arterials -- Serve as primary routes for travel within and between community sub-areas and augment the Major Arterial system; accessed primarily from the Collector system.

20.2.4 Major Arterials -- Serve as primary routes for travel between areas of principal traffic generation and major urban activity centers, and for trips between non-adjacent areas.

20.2.5 Regional Arterials -- Freeways and principal routes that move traffic and do not provide direct access to land use activities.

20.2.6 Service Roads—*Local roads that parallel an expressway or through street and that provide access to property near the expressway.*

CAPITAL IMPROVEMENTS PROGRAM



OTSEGO COUNTY CAPITAL IMPROVEMENT PLAN 2014-2019

Approved by the Planning Commission on September 16, 2013
Adopted by the Board of Commissioners on September 24, 2013

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Project Title: Otsego County Courthouse Plaza

Agency: Otsego County

Project Type: Major Renovation

Year(s) of Project: 2015

Project Description: This project is for enhancements to the Courthouse lawn to create a citizen friendly plaza with activities for people of all ages. The project lies in with plans for downtown streetscape improvements, but can also stand alone as an individual project. The County has been working on various plans for the Courthouse Plaza for a number of years to help draw residents and visitors downtown. Improvements would provide a good fit with a planned extension of the North Central State Trails to the downtown area, helping to draw bicyclists and walkers further into the downtown.

Schedule:

It will take approximately one year to build.

Estimated Cost: \$470,000

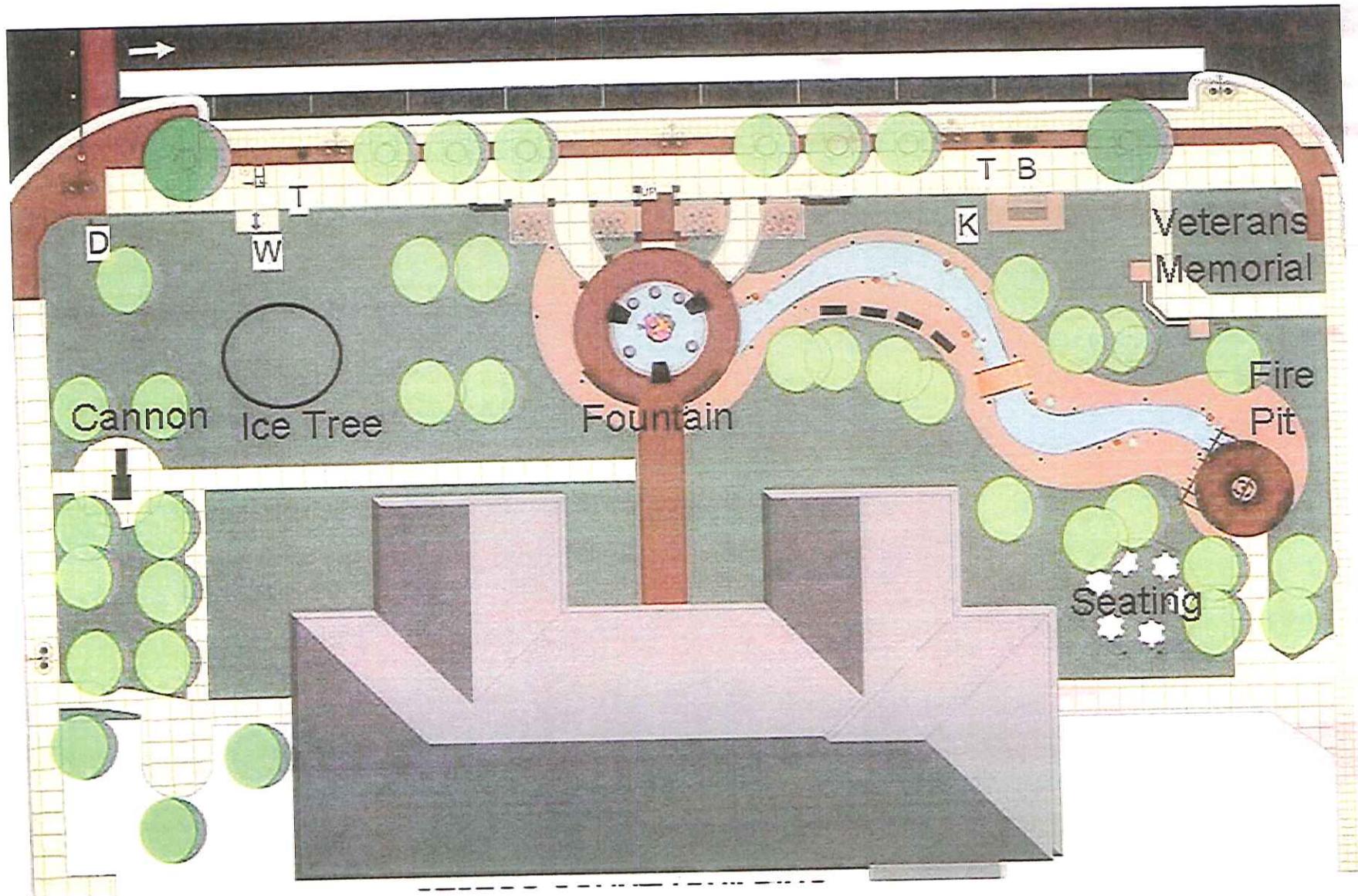
Basis of Cost Estimate: Preliminary Estimate by C2AE

Alternative Funding: DNR Trust Fund Grant (requires at least 20% local match)

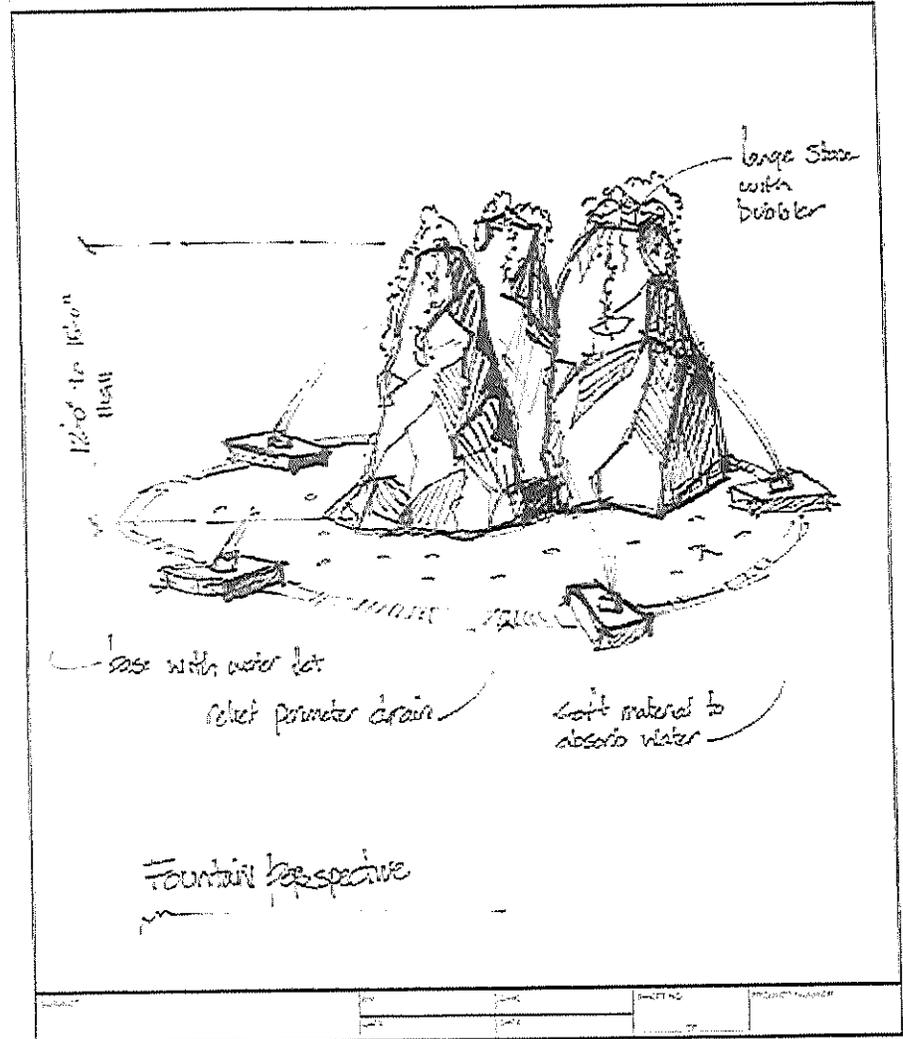
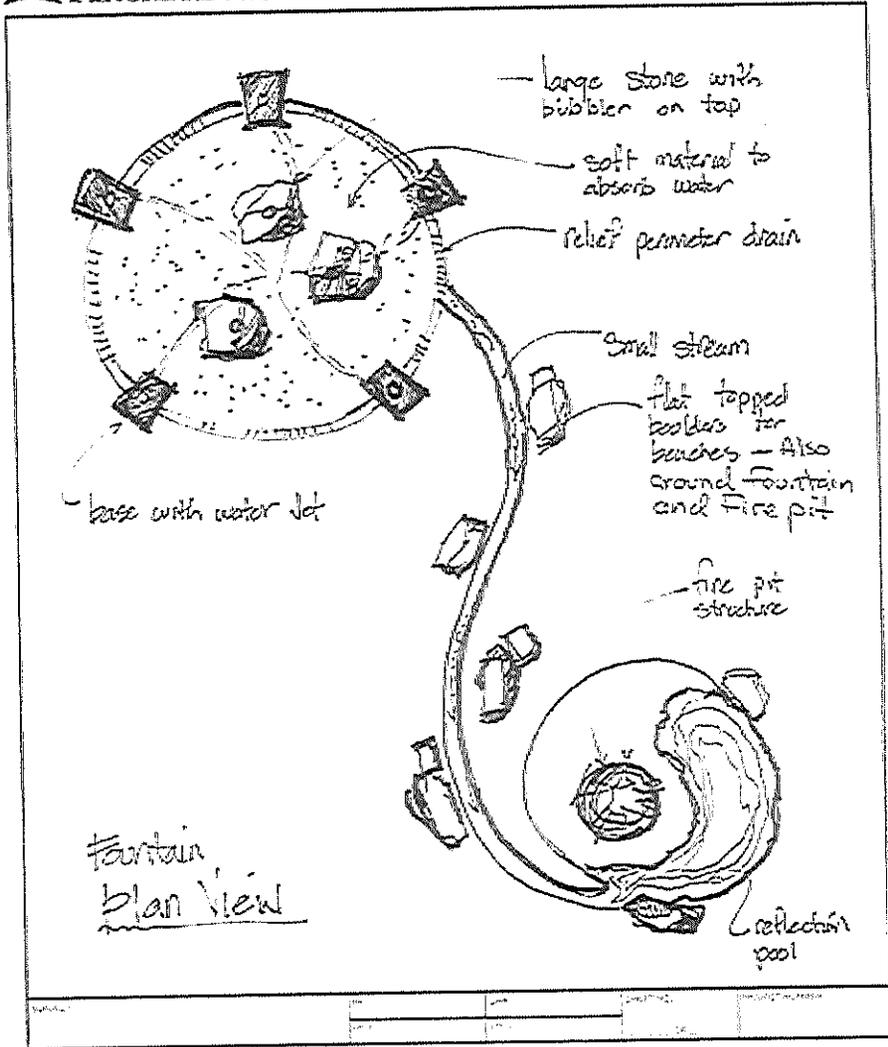
Agency Reported Priority: Desirable

Planning Commission Reported Priority: Desirable

Courthouse Plaza



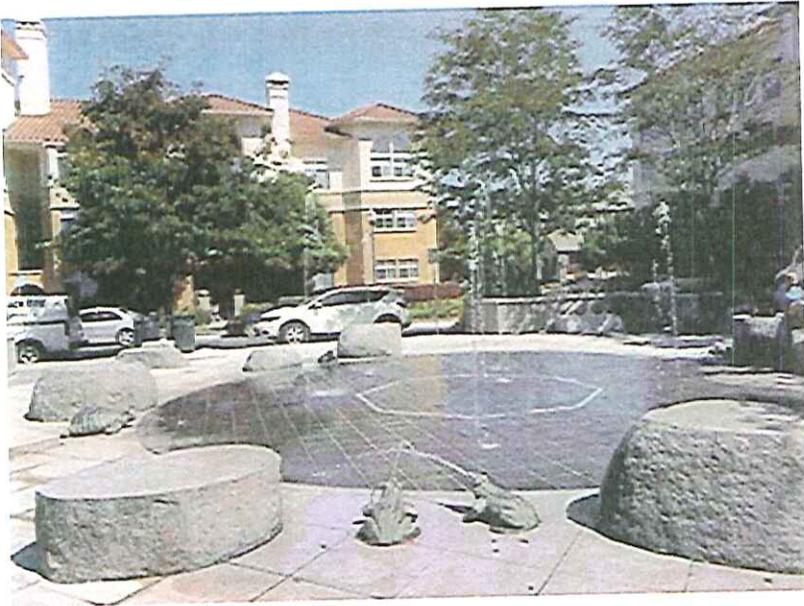
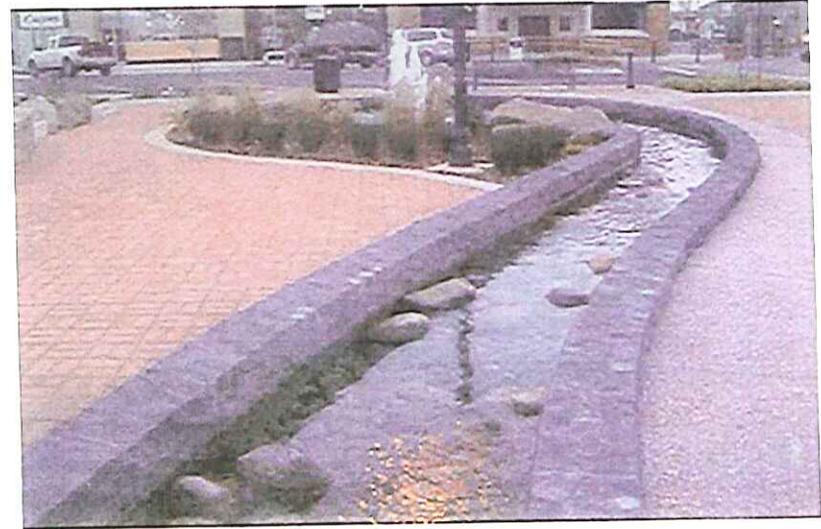
Courthouse Plaza Water Feature Concept



DATE	SCALE	PROJECT NO.	PROJECT NAME

DATE	SCALE	PROJECT NO.	PROJECT NAME

Courthouse Plaza Water Feature in Pictures



What we envision the fountain to look like – w/ 5 water jets and bubblers on each rock, flat rock seating around fountain and fire pit, and a re-circulating stream.

Courthouse Plaza Fire Pit



We envision a gas fire pit located at the end our stream element with flat rock seating for special events in the fall and winter. Please note that the final model would have a shielding around the fire to prevent injury.

Agency: City of Gaylord and Otsego County Road Commission

Project Type: Major Renovations

Year(s) of Project: 2015

Project Description: Vehicle speeds and street widths in downtown Gaylord make it unsafe for people to cross streets, making it uncondusive to people and business. Additionally, the noise levels on the sidewalks, due to traffic speeds, inhibit people from spending time in the downtown. This project consists primarily of reducing a portion of the M-32 business corridor through downtown Gaylord from 5 lanes to 3 lanes along with traffic calming through streetscape elements, bumpouts, and safety islands. Many beautifying elements including gateways at three locations, and the Claude Shannon Park, niche seating, activity nodes, along with the Courthouse Plaza project, are part of the project in an effort to draw more people to the downtown.

The plan was created through an extensive planning process, incorporating a wide variety of community members, over the last year.

Grant funds will primarily flow through the City of Gaylord, though some may be managed by the Otsego County Road Commission.

Estimated Cost: \$3,930,000

Financing would be through various funding methods. Estimates can be found below.

- Community Development Block Grant: \$750,000
- MDOT Transportation Alternatives Program Grant: \$500,000
- MDOT Region: \$400,000
- Other Federal (EDA/USDA) Grants: \$500,000
- Local Government: \$280,000
- DDA: \$600,000
- Other Local Sources: \$904,500

Further information on funding sources can be found below.

Basis of Cost Estimate: Cost from Engineer

Agency Reported Priority: Important

Planning Commission Reported Priority: Important

Community Development Block Grants (CDBG)

CDBG Funds are available through a program run by the Michigan Economic Development Corporation designed to assist with the construction of infrastructure serving traditional downtowns. Projects supported include streetscapes and underground infrastructure.

MDOT Transportation Alternatives Program

The MDOT Transportation Alternatives program (formerly the Enhancement Program) is part of the Federal Transportation MAP-21 funding program managed by the State of Michigan. This program is designed to assist communities with streetscapes, non-motorized trails, and other non-roadway related transportation improvements.

MDOT North Region

Under recently passed "Complete Streets" legislation, the Michigan Department of Transportation will work with local units of government to coordinate planned MDOT improvements with planned local projects which allow the local government to leverage the planned MDOT investment with other funds to undertake larger projects. In Gaylord, the MDOT North Region has a planned "mill and fill" maintenance project for a portion of M-32 scheduled for 2015. This project includes the proposed Renaissance Streetscape project area. MDOT would also look at potentially covering replacement of other related and deteriorated infrastructure such as storm drains and catch basins that the project would provide the opportunity to undertake.

Other Federal Grants

There are two other potential federal grant programs that the project will look at. One is from the U.S. Economic Development Administration (EDA) and provides funding for underground infrastructure related to job creation projects. The other is from the U.S. Department of Agriculture's Rural Development Program and also provides funding for infrastructure related to economic development activities.

Local Government

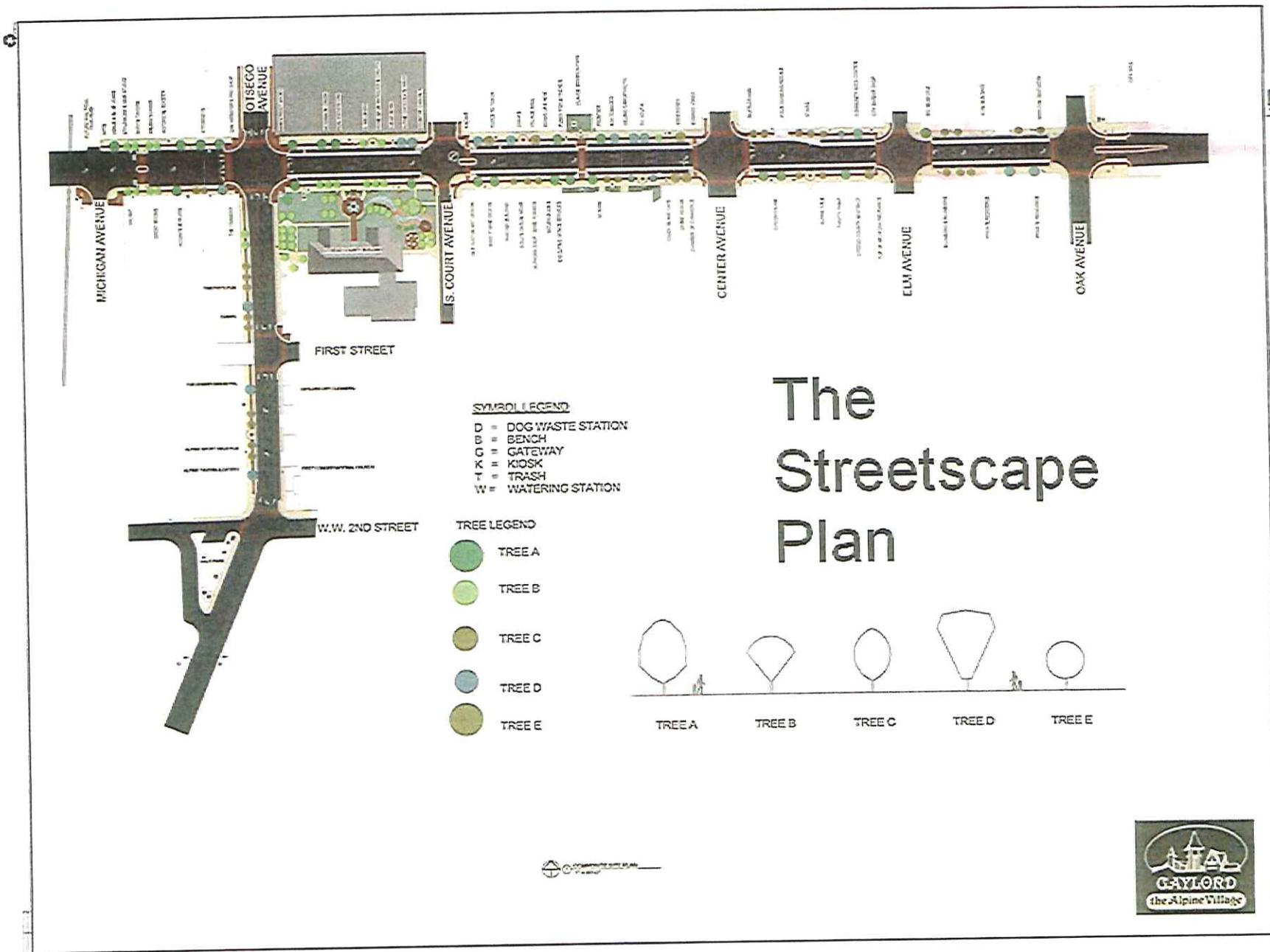
The City has discussed participating with funding to assist with the replacement of outdated and undersized water and sewer lines located under Main Street. The County has discussed participation on the development of the Courthouse Plaza.

Downtown Development Authority (DDA)

The Gaylord Downtown Development Authority has the ability to use Tax Increment Financing to issue bonds that are repaid with its existing tax capture under Public Act 197 of 1975, as amended. This financing method was used to fund the original streetscape 20 years ago as well as the Pavilion on Court.

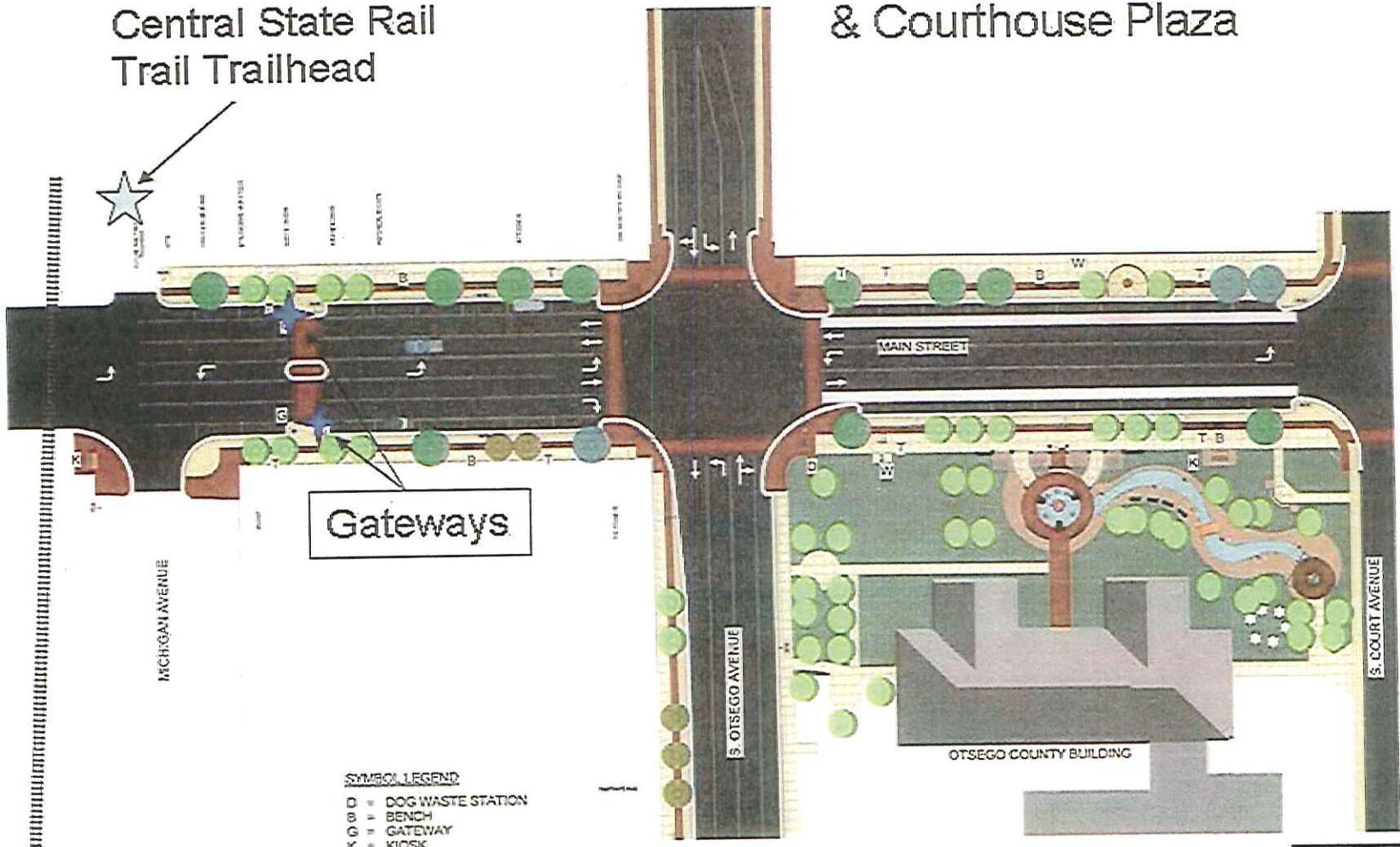
Other Local Sources

Other local sources that will be tapped include the Otsego County Community Foundation, area service organizations, national corporations with local operations, local businesses, and individuals.



Location of North
Central State Rail
Trail Trailhead

West End of Main Street
& Courthouse Plaza



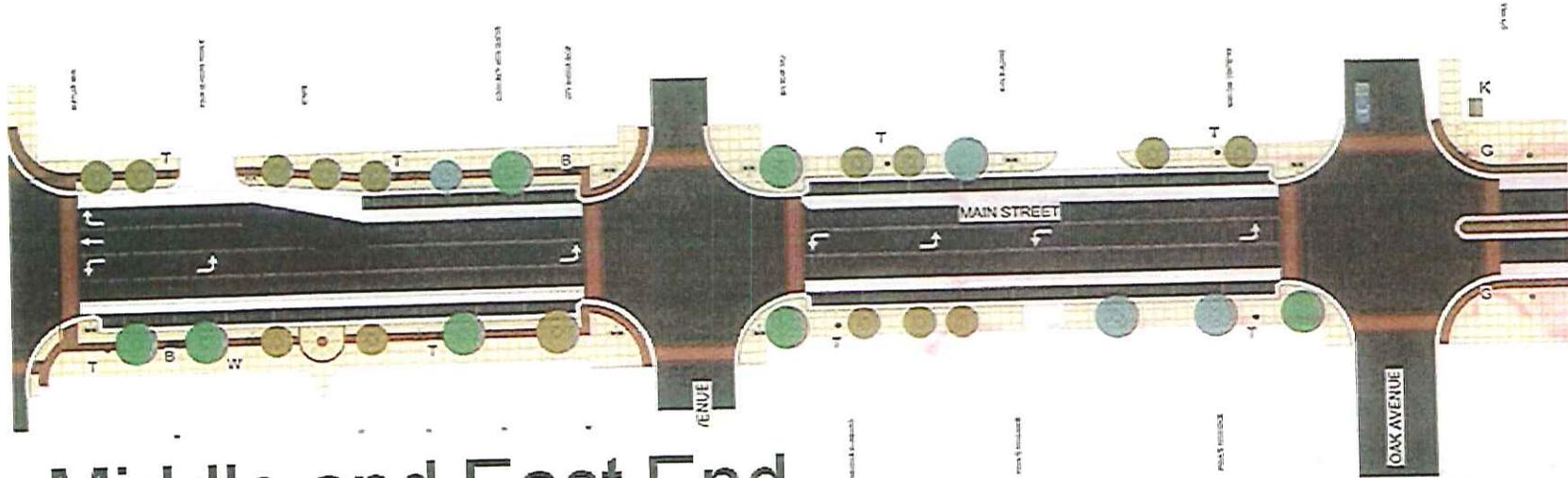
Gateways

SYMBOL LEGEND

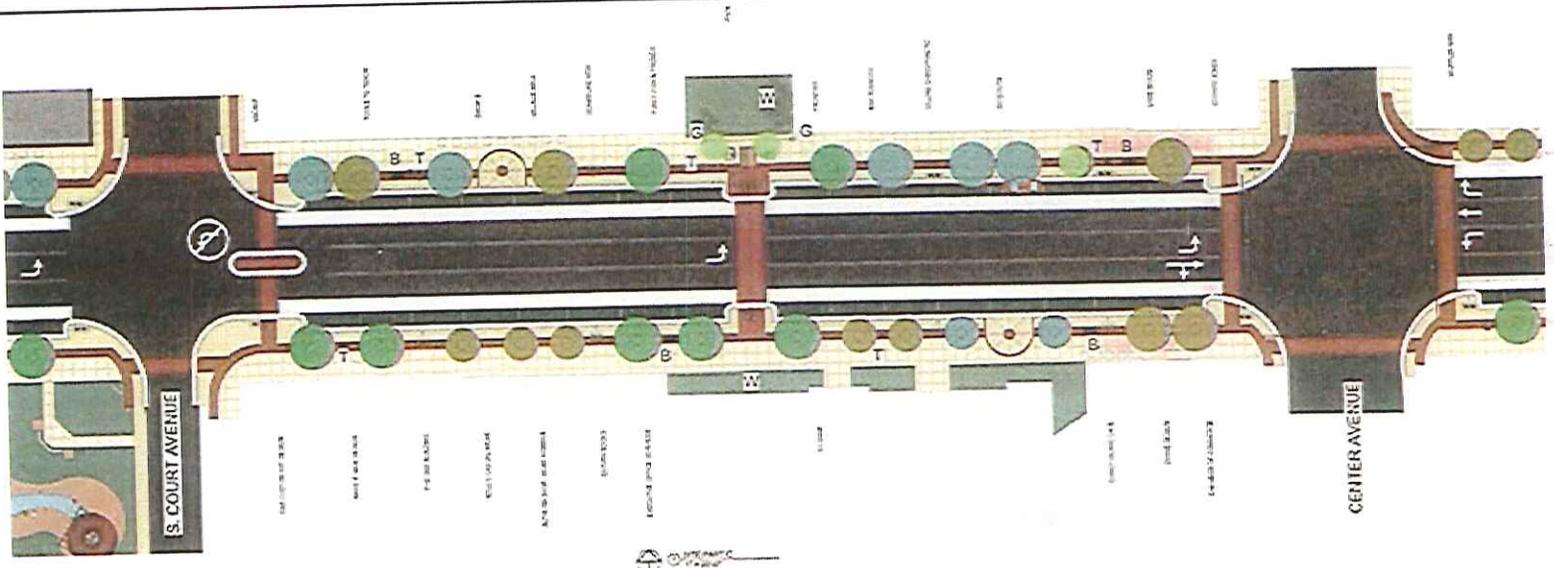
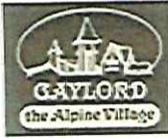
- D = DOG WASTE STATION
- B = BENCH
- G = GATEWAY
- X = KIOSK
- T = TRASH
- W = WATERING STATION



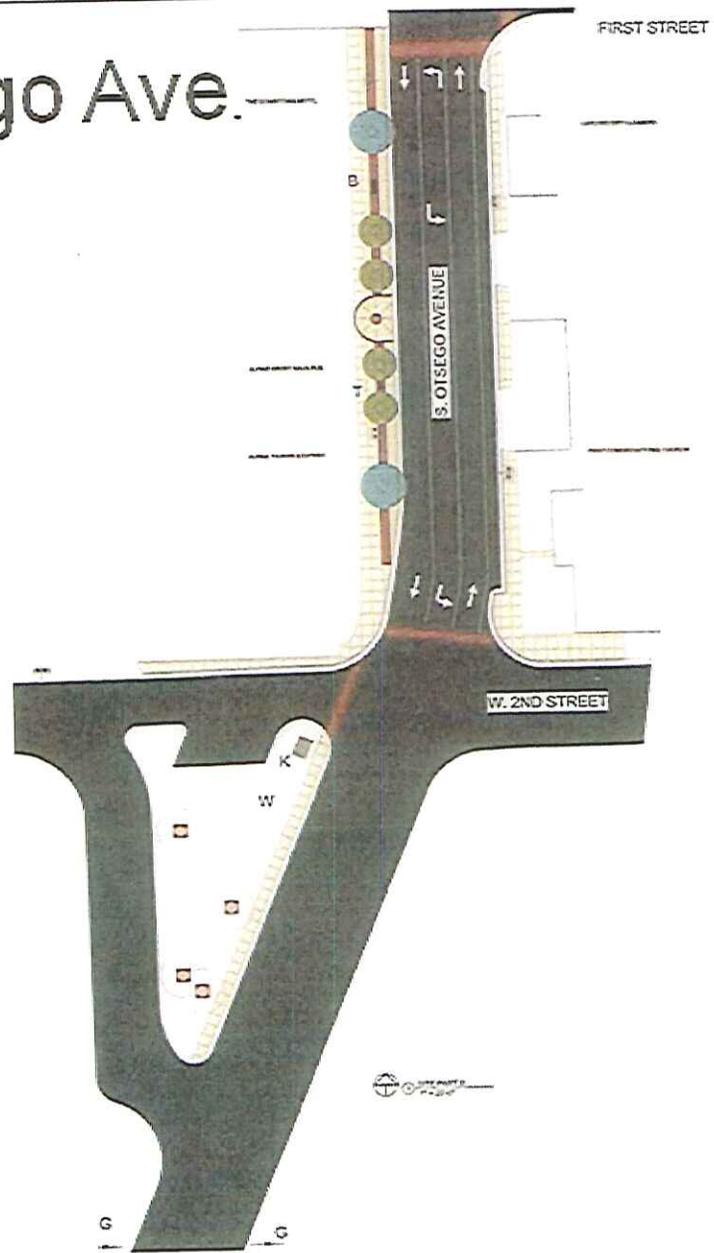
Middle and East End of Main Street



- SYMBOL LEGEND**
- D = DOG WASTE STATION
 - B = BENCH
 - G = GATEWAY
 - K = KIOSK
 - T = TRASH
 - W = WATERING STATION

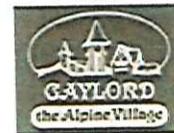


South Otsego Ave.



SYMBOL LEGEND

- D = DOG WASTE STATION
- B = BENCH
- G = GATEWAY
- K = KIOSK
- T = TRASH
- W = WATERING STATION



Gateway at West End



View looking east from Railroad Tracks

Main Street at South Otsego Ave.



View looking west northwest at 200 block of West Main Street

Main Street at Court Ave.

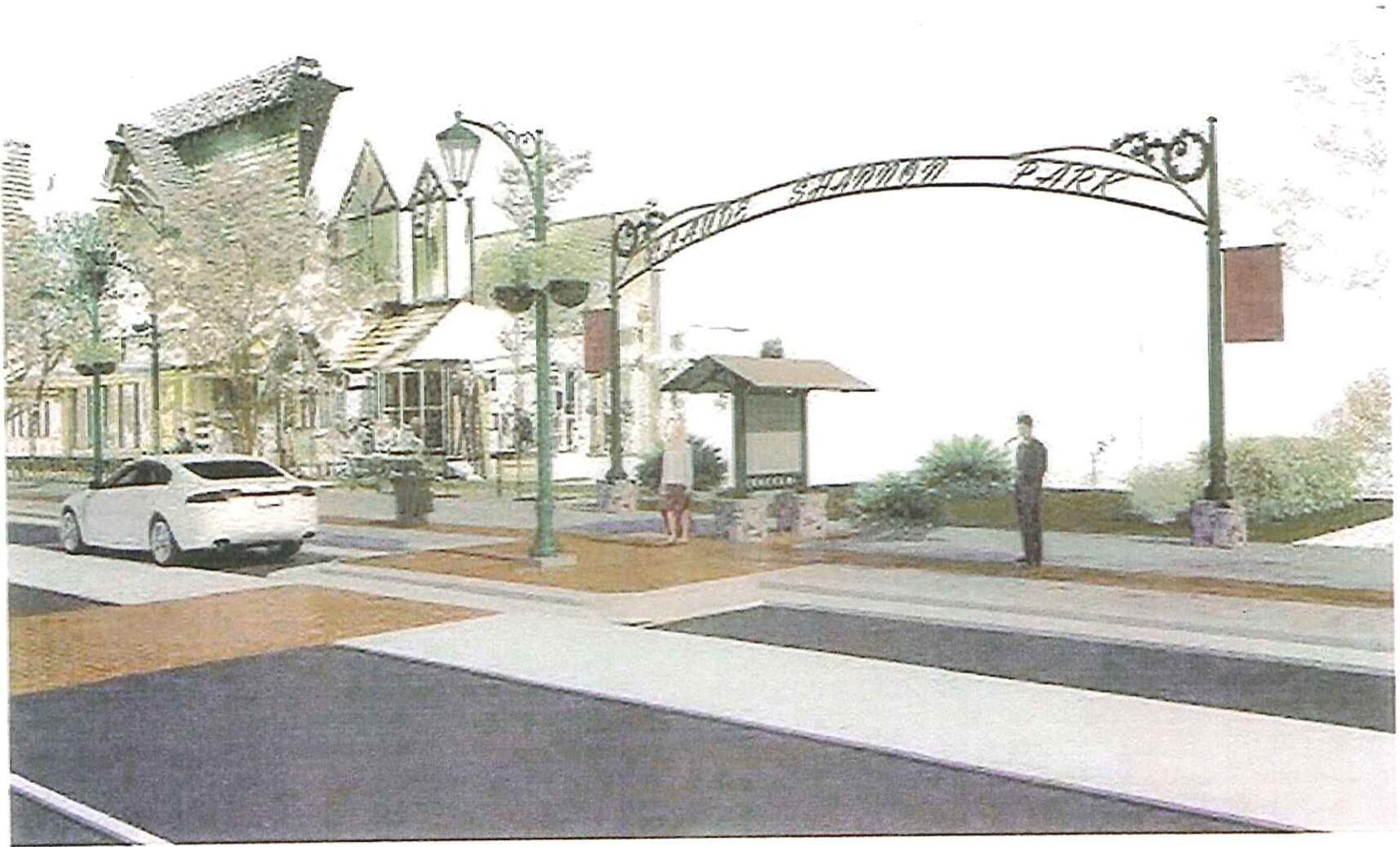


View looking southeast at Court Ave. crossing and safety island

Main Street at Claude Shannon Park



View looking southeast at pedestrian crossing at Claude Shannon Park

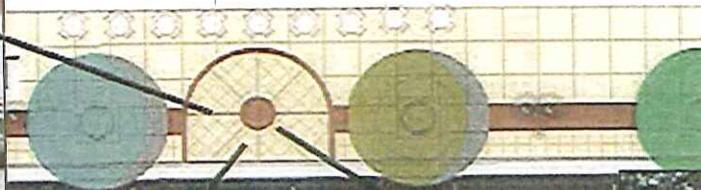


⑧ CLAUDE SHANNON PARK
12" = 1'-0"

Streetscape Elements – Activity Spaces



Places to sit, talk, and watch



Places for art



Places for music



Places for activity and people

Agency: Otsego County Sportsplex

Project Type: Major Renovations

Year(s) of Project: 2014 - 2018

Project Description: This project includes many items. As the Sportsplex ages, soon to be 20 years old, some of the equipment is beginning to breakdown. Our goal is to repair, renew, or replace old, outdated equipment in an effort to provide Otsego County with a clean, well maintained investment. We have had the good fortune to have money carried over from our bond fund that was in place to build the Sportsplex. After all of these years this fund is almost exhausted. We are now developing a plan to fund major projects as they come up. Please see the attached document which will show a list of anticipated projects over the 5 years.

Estimated Cost: \$802,150

2014

- Replace skate sharpening machine: \$13,550
- Resurface parking lot: \$15,000

2014 Subtotal: \$28,550

2015

- Replace/Rebuild Dectron unit: \$200,000
- Replace 2 boilers above ice rink: \$26,000
- Repaint rink ceiling & beams: \$15,000

2015 Subtotal: \$241,000

2016

- Replace lobby and walking track floor: \$70,000
- Replace 2 pool boilers: \$27,600
- Replace Zamboni: \$45,000

2016 Subtotal: \$142,600

2017

- Replace all 4 ice rink compressors: \$100,000
- Replace Energy Outlet playscape: \$40,000

2017 Subtotal: \$140,000

2018

- Entryway reconstruction: \$250,000

Not listed are miscellaneous small items that will come up as part of maintenance of the facility.

Financing would be through a millage.

Basis of Cost Estimate: Cost from Engineer

Agency Reported Priority:

The prioritizing criteria fall under different categories depending on the individual component. The Sportsplex review of priorities is below.

- A) Urgent: A few of the items mentioned will need to be addressed right away as waiting will only make the repair more costly. The Dectron air handling unit in the pool as well as the 4 compressors that maintain the ice are 2 items that are currently showing an urgent need for attention.
- B) Important: In each case we will be either repairing or replacing items that are vital to our operation.
- C) Desirable: Most of the items on our list will not create new opportunities for the Sportsplex. They will allow us to maintain the programs that we are currently offering.

Planning Commission Reported Priority: Match the agency reported priority.

- A) Urgent: A few of the items mentioned will need to be addressed right away as waiting will only make the repair more costly. The Dectron air handling unit in the pool as well as the 4 compressors that maintain the ice are 2 items that are currently showing an urgent need for attention.
- B) Important: In each case we will be either repairing or replacing items that are vital to our operation.
- C) Desirable: Most of the items on our list will not create new opportunities for the Sportsplex. They will allow us to maintain the programs that we are currently offering.

**APPENDIX A
CAPITAL IMPROVEMENT PLAN
PROJECT SPREADSHEET**

Otsego County Six Year Capital Improvement Plan - Appendix A

Project Name	Agency	Project Type	Funding Source(s)	Estimated Cost	P.C. Priority	2014 Cost	2015 Cost	2016 Cost	2017 Cost	2018 Cost	2019 Cost
Gaylord Regional Airport Taxi Lane Extension	Otsego County	New Construction	90% Federal; 5% State; 5% Local		Important		\$347,000				
Gaylord Regional Airport Box Hangar	Otsego County	New Construction	90% Federal; 5% State; 5% Local		Important				\$329,000		
Otsego County Courthouse Plaza	Otsego County	Major Renovation	70% State; 30% local	\$500,000	Desirable		\$470,000				
OCEMS Building Storage Building	Otsego County EMS	Facility Expansion	Grants	\$125,000	Desirable	\$125,000					
Otsego County Jail	Otsego County	New Construction	Various	\$7,800,000	Urgent				\$7,800,000		
Otsego County Library Expansion	Otsego County Library	Facility Expansion	Various	\$5,000,000	Desirable	\$2,500,000	\$2,500,000				
Otsego County Road Commission Road Projects	OC Road Commission										
Hayes Tower Road Reconstruction Project	OC Road Commission	Major Renovation	Federal STP 80%; Local 20%	\$700,000	Important	\$700,000					
Old 27 South Reconstruction & Resurfacing	OC Road Commission	Major Renovation	Federal STP 80%; Local 20%	\$729,036	Important	\$729,036					
Van Tyle Road Small Urban Project	OC Road Commission	Major Renovation	Federal STP 80%; Local 20%	\$630,000	Important		\$630,000				
Sparr Road Project	OC Road Commission	Major Renovation	Federal STP 80%; Local 20%	\$500,000	Important		\$500,000				
Seymore Road and Kujawa Road Project	OC Road Commission	Major Renovation	Federal STP 80%; Local 20%	\$935,000	Important			\$935,000			
City of Gaylord Downtown Streetscape Project	City of Gaylord/OC Road Comm	Major Renovation	Various	\$3,930,000	Important		\$3,930,000				
Otsego County Sportplex	Otsego County Sportsplex	Major Renovation	Millage	\$802,150	See P. 44	\$28,550	\$241,000	\$142,600	\$140,000	\$250,000	
Total Costs by Year:						\$4,054,036	\$4,447,000	\$935,000	\$8,129,000	\$250,000	\$0

**Minutes of Master Plan Committee Meeting
November 4, 2013**

PC Members Present: Jim Hilgendorf
Judy Jarecki
Randy Stults
Mike Mang
Paul Hartmann
Staff Present: Vern Schlaud
Christine Boyak-Wohlfeil

The first order of business was the election of officers for the committee:
Jim Hilgendorf offered to chair the Committee.
Paul Hartmann offered to be the recording secretary.

Background information: Randy Stults and Mike Mang shared some of the history of our current Master Plan (which is dated May, 2009).

- A Partnerships for Change grant of more than \$100,000 paid for most of the master plan process, "LIAA" (Land Information Access Association, Traverse City) and R.Clark Associates were hired (Spring, 2006) to revise the 1997 Master Plan
- It was a very involved process: numerous meetings over the 3+ years
- Statistics were based upon the 2000 census and a "Fact Book" compiled by LIAA in cooperation with Otsego County community leaders
- The Master Plan was written using very expensive software by LIAA; Joe Ferrigan spent many days transferring it to Word format
- PC members were very involved with a "major editing" of what LIAA and R. Clark Assoc. presented

Randy Stults shared a copy of the "Executive Summary" with everyone at the meeting. It was agreed that all members of the Planning Commission would receive a copy when the Oct. 21 meeting minutes are mailed.

Chairman Hilgendorf then began using the MSU Extension guide that Mr. Mang provided. Here is a brief summary of the discussion:

The PC has an obligation to review the Master Plan every five (5) years. The review must lead to one of (3) options: leave it as is, revise/update it, or rewrite it (complete revision). Although it would be good to include 2010 census data, even that would involve many additional hours of "follow-through" with the many references to such data that the Master Plan calls out.

Jim Hilgendorf and Randy Stults volunteered to act as a sub-committee reviewing the goals and objectives of the Master Plan.

We will research the meaning of “complete streets” as used in the MSU Extension guide. Mr. Mang motioned, seconded by Mrs. Jarecki: at the next meeting of the OCPC, Mr. Hilgendorf will move to recommend the 5-year review of the Otsego County Master Plan.

Based upon a review of what was discussed at this meeting, there was consensus that this committee will be looking at amending the current Master Plan, but not a complete rewrite of it. Funding for such an endeavor is not budgeted; Mr. Stults said that the options for funding could include asking the townships, the county, or the Otsego County Community Foundation.

The committee agreed to meet again at 9:00 a.m. on Thursday, December 5, 2013, in the Planning and Zoning meeting room, 1322 Hayes Road.

This meeting adjourned at 10:30 a.m.

Respectfully submitted,
Paul Hartmann

OTSEGO COUNTY 2009 MASTER PLAN *Executive Summary*



Adopted: June 9, 2009

Otsego County Board of Commissioners

Clark Bates
Paul Beachnau
Paul Liss
Robert Harkness
Erma Backenstose
Ken Glasser, Chairman
Douglas Johnson
Michael Hyde
Bruce Brown

Otsego County Planning Commission

Ken Arndt
Erma Backenstose
Ken Borton
Mick Colosimo
John Ernst
Jim Hilgendorf
Judith Jarecki
Chuck Klee
Mike Mang
Francis Nowak
Randy Stults, Chairperson

What is a Master Plan and we why have one?

A Master Plan is often referred as the blueprint for the community's future.

A Master Plan is an official document that guides decisions on development and public capital improvements. It helps shape the physical and social development of our community and serves as the basis for our County Zoning Ordinance.

Much of the background information used to prepare the 2009 Master Plan is contained in The Otsego County Fact Book. This comprehensive reference guide is available on-line at the web address listed on page 7 of this executive summary.

Our Master Plan identifies and evaluates existing conditions and trends. It makes projections for the future, establishes goals, and provides recommendations for the physical, social, economic, and environmental development of Otsego County. Community members from throughout the county participated in the planning process by sharing their opinions, concerns, and hopes for an even better tomorrow. It all begins with our collective vision for the future as described in following Vision Statement.

2009 Otsego County Master Plan Vision Statement

Collectively, Otsego County residents envision their rural, northern Michigan community to be a place where housing is affordable, in attractive, safe neighborhoods. Students can attend neighborhood schools and can participate in afterschool activities that stimulate their minds and/or bodies. Residents have the possibilities of meaningful employment opportunities locally and they can enjoy the region's cultural and recreational activities after work. Through proactive planning and zoning enforcement, the aesthetic appeal and unique environmental quality of the county will be protected. In-fill and adaptive-reuse developments will compliment the traditional feel of the pedestrian friendly downtown commercial areas. The option for clustered residential will help to preserve agricultural lands and open space. Landscaping provisions will enhance community streetscapes and add to the distinct character of Gaylord, Vanderbilt and the Town Centers of Elmira, Johannesburg, and Waters. Otsego County residents desire to preserve its natural resources while protecting its residents' property rights. In doing so, Otsego County will remain an enjoyable place to residents and visitors alike.

Source: "One County – One Vision: A Report from the Community". 2004

Goals and Objectives

The following goals and objectives aggressively plan for the most reasonable and sustainable growth and support that growth with necessary infrastructure.

I. Agriculture & Forestry

- A. Agriculture
- B. Forestry

II. Community Services

- A. Transportation
- B. Utilities
- C. Waste Management
- D. Public Safety
- E. Health Services
- F. Educational & Cultural
- G. Recreation
- H. Social Services

III. Economic & Housing

- A. Commercial Centers
- B. Economic Development
- C. Housing
- D. Growth & Development
- E. Natural Resources

IV. Town Centers (Mixed Use)

- A. Planning & Development
- B. Government
- C. Commercial Land Uses
- D. Transportation
- E. Residential & Housing
- F. Urban Growth

I. Agriculture & Forestry

A. Agriculture

1. Encourage and facilitate feasible options for continued agricultural uses of active prime farmland
2. Ensure that land designated for agricultural activities is accurately identified through the presence of prime soils or locally important agricultural soils and/or the land has been used historically for agricultural uses.
3. Research and share information on the economic role of Agriculture in Otsego County.
4. Allow agricultural property owners to create smaller tracts of land for residential or farming Purposes

B. Forestry

1. Promote re-forestation and sound forestry management practices in areas with suitable, productive soils
2. Research and share information on the economic role of Forestry in Otsego County.

II. Community Services

A. Transportation

1. Improve and maintain the transportation systems to reduce traffic congestion to accommodate the needs of residents, visitors, and commercial enterprises
2. Provide for an adequate transportation system that will facilitate balanced, orderly growth and ensure the safety and well-being of Otsego County residents
3. Provide and/or maintain safe and efficient routes in and through Otsego County while respecting the rural character
4. Work with state agencies to formulate solutions to long-term interstate, highway, and local transportation issues, including access to I-75 and M-32
5. Work with Gaylord Regional Airport officials to anticipate and plan for expansion of commercial air passenger service to and from the Gaylord area; address planning issues that may develop in response to airport expansion
6. Work with the local railroad and state officials to plan and improve rail service to Otsego County
7. Review public transportation services and consider possible ways of making and/or maintaining public transportation as a viable alternative for county residents
8. Provide design guidelines for communities within Otsego County to promote a pedestrian, bicycle, and neighborhood electric vehicles oriented community

B. Utilities

1. Provide for the improvement and maintenance of public utilities to accommodate the needs of residents, visitors, and commercial enterprises
2. Encourage appropriate, new development in areas consistent with proposed and projected improvements to public utilities
3. Encourage the use of green building techniques
4. Encourage the use of proactive storm water management practices
5. Improve Otsego County residents' access to communication technologies
6. Encourage the use of alternative sources of energy

C. Waste Management

1. Study the feasibility of establishing a county wide recycling and garbage pickup service
2. Encourage the provision of services in an efficient, environmentally respectful, fiscally responsible manner to meet the needs of the residents, property owners, business people and visitors
3. Conduct solid waste and landfill development planning on a county and regional basis
4. Educate elected and appointed officials and community members on landfill, sewer, and water Expansion

D. Public Safety

1. Incorporate the needs of the local emergency services including fire, EMS, and law enforcement in county planning
2. Encourage the protection and maintain an awareness of ground water quality

E. Health Services

1. Encourage facilities for senior and special needs citizens, including a continuum of care facilities, and elder friendly housing within close proximity to neighborhood shopping facilities, pedestrian walkways, and parks and recreation facilities
2. Ensure that health facilities, programs, and systems are consistent with the community's needs and determine ways to finance expansion if necessary

F. Educational & Cultural

1. Encourage age-appropriate after-school/summer opportunities for area youth by utilizing senior groups, professional, volunteer, and faith-based organizations to provide supplemental educational services (e.g. tutoring and mentoring) and enrichment activities beneficial to the entire community
2. Explore the creation of additional civic events within the county for the enjoyment of residents and tourists
3. Encourage development of childcare facilities in appropriate areas
4. Support educational and cultural services for residents
5. Encourage the review of methods for improving Otsego County schools' cultural and educational facilities for today and as growth occurs
6. Encourage the development of alternative educational opportunities
7. Encourage further development of the M-Tec/University Center. Encourage the establishment of additional education opportunities
8. Protect and enhance the cultural and historical assets of Otsego County
 - a. Work with existing organizations such as Otsego Historical Society and Gaylord Area Council of the Arts to identify and inventory the county's cultural and historical assets and resources
 - b. Encourage preservation of historic buildings and sites in Otsego County
 - c. Promote and increase public awareness of the county's cultural and historic sources as a means of enhancing the overall quality of life

G. Recreation

1. Facilitate the improvement of recreation in Otsego County
2. Develop a complete system of trails and pathways with safe access to businesses and services
3. Promote sustainable tourist activities in specific areas while maintaining the attractiveness of the natural environment
4. Encourage the creation of additional recreational events within the county for the enjoyment of residents and tourists

H. Social Services

1. Encourage the development of quality housing for all income levels and lifestyles
2. Encourage the implementation of the existing 10-Year Plan to End Homelessness in Otsego County. The plan can be reviewed at www.otsego.org/homelessness
3. Encourage community programs that contribute to the welfare of our children

III. Economics & Housing

A. Commercial Centers

1. Support the focus and continuation of commercial Town Centers
2. Ensure that the architecture, landscaping, and signage associated with commercial establishments are compatible with local character
3. Improve blighted areas in the commercial districts
4. Coordinate planning efforts with local units of government, Downtown Development Authorities, Chambers of Commerce, Convention and Tourism Bureaus, and other organizations
5. Encourage economically healthy and vibrant commercial districts

B. Economic Development

1. Support the continued focus that the economic health of Otsego County is enhanced by a great diversity of resources and activities. Some major contributors to our economic well being include but are not limited to:
 - a. Recreation / Tourism: Continue efforts to promote Northern Michigan as a recreation and tourism destination
 - b. Sales and Distribution: Retain and expand existing base industry with coordinated local efforts
 - c. Light Manufacturing: Assist local business to remain competitive, maintain a diverse employment base and promote living wage jobs, build necessary infrastructure for community development
 - d. Industrial: Promote local development and new base industries
 - e. Oil and Gas: Support efforts for a clean environmentally sound development
 - f. Agriculture: Preserve agriculture property and local markets for products
 - g. Retirement: Support Otsego County as a retirement destination
 - g. Education: Continue to a strong education system at all levels
 - i. Health Care: Support maintaining and enhancing Otsego County's health care facilities
2. Develop scenarios to plan for potential impacts on local employment, tax revenues, and land use resulting from the departure of oil and gas companies'

C. Housing

1. Encourage safe, sanitary, and well maintained housing that is income appropriate
2. Preserve and encourage the elements of residential neighborhoods which result in desirable living environments for permanent and seasonal residents

D. Growth and Development

1. Coordinate development in Otsego County through updating and enforcing a clear, consistent zoning ordinance.

E. Natural Resources

1. Provide for the enhancement and protection of Otsego County's surface and ground water quality

2. Ensure that development or re-development takes place in an environmentally sound manner by minimizing the potential for soil erosion
3. Protect, as much as possible, the existing natural environment
4. Encourage land use in a manner which recognizes the importance of forests to the overall character of the county and to the quality of life and economic well-being of its citizens. Recognize forests as sources of economic revenue, protectors of water quality, providers of recreation, and providers of habitat for wildlife
5. Recognize the importance of wildlife to the overall character of the county and to the quality of life and economic well-being of its citizens and encourage land uses which facilitate wildlife protection
6. Recognize the unique roles of natural resources -- such as oil, gas, mineral, sand, gravel, and water -- in terms of location, scarcity, and state laws

IV. Town Centers (Mixed-Use)

A. Planning & Development

1. Develop zoning districts for small businesses and revitalize and expand residential neighborhoods to support the existing Town Centers of Elmira, Johannesburg, and Waters
2. Work with the Town Centers to identify those structures and areas in Town Centers that are of historical significance; encourage the preservation and improvement of those sites
3. Guide new development in a manner that preserves community character and environmentally important resources yet meets the long-term needs of the community
4. Encourage the opportunity for mixed-use development within and adjacent to the existing Town Centers thereby allowing expansion of the Town Centers. For example, a commerce park with businesses such as professional offices, automotive repair, etc. located off the main thoroughfare

B. Government

1. Work with the Town Centers to promote programs and policies designed to develop and strengthen a sense of "community" within the Town Centers

C. Commercial Land Uses

1. Work with the Town Centers to determine the infrastructure needs necessary for new commercial growth to be clustered in concentrated areas
2. Preserve and enhance those elements of Town Centers which contribute to small town atmosphere, economic vitality, and positive community character
3. Provide reasonable opportunities for the establishment of commercial uses that meet the needs of area residents

D. Transportation

1. Provide design guidelines to promote walkable and bicycle friendly communities in Otsego County's Town Centers
2. Encourage the establishment of new residential development with densities that will be consistent with proposed improvements to public utilities and transportation facilities

3. Encourage a mix of commercial uses at planned locations which are aesthetically pleasing and create safe and efficient traffic patterns
4. Identify high growth areas both within and beyond community limits where public service needs are likely to be of highest priority

E. Residential & Housing

1. Encourage innovative design and a mixture of housing types in residential developments; residential buildings within each neighborhood should be compatible, and transitions should be provided where different types occur in close proximity

F. Urban Growth

1. Identify and maintain those attributes within the City of Gaylord and the surrounding area that contribute to small town character
2. Provide infrastructure that is appropriate for projected growth within the City of Gaylord and in the surrounding area
3. Continue to coordinate planning efforts among Bagley Township, Livingston Township, the City of Gaylord and Otsego County

Endnotes

The complete Otsego County 2009 Master Plan is available at:
<http://www.otsegoctymtmi.gov/uploads/Master-Plan-w-Resolution.pdf>

The Otsego County Fact Book is available at:
<http://www.partnershipsforchange.cc/otsego/otsego5670167.asp>

Contact Joseph Ferrigan, Otsego County Land Use Services Director; 1066 Cross Street,
Gaylord; telephone 989-731-7400; email jferrigan@otsegoctymtmi.gov

Otsego County Planning Commission Executive Committee

Proposed Minutes for November 22, 2013

Call to Order: 9:08 am

Pledge of Allegiance

Roll Call:

Present: Chairperson Hartmann, Vice-Chairperson Jarecki, Secretary Stults

Staff Present: Mr. Schlaud, Land Use Director, Ms. Boyak-Wohlfeil

Approval of minutes from December 5, 2012:

Motion made to approve minutes as written by Secretary Stults; Seconded by Vice Chairperson Jarecki.

Motion approved unanimously.

Discussion Items:

1. Cheyboygan County Master Plan/Response to Planning Commission

Motion made by Secretary Stults stating the Cheyboygan County Master Plan had been reviewed and there had been no conflicts concerning the bordering areas found; Seconded by Vice Chairperson Jarecki.

Motion approved unanimously.

2. Planning Commission objectives for 2014 prioritized list submitted by Planning Commission members.

Discussion ensued as to the importance of items submitted by members. Executive Committee members agreed on the following:

1. Highway Interchange Zoning District
2. Master Plan Review
3. Recreational Equipment
4. Agricultural Equipment Auctions
5. Meet and Greet w/ZBA
6. Upgrade Wireless Communication Equipment
7. Site Plan and Development/Well-Defined Process
8. Non-Conforming Structures/Revise 21.26
9. Multi-Use Zoning District
10. Sign Ordinance/21.38
11. Lots Near Water
12. Private Roads/Emergency Vehicle Access
13. Rental Homes/Short Term/Add conditions to Article 21
14. Fences/21.10/Game Farms
15. Large Tract Forestry Zoning District
16. Purchase/Transfer of Development Rights
17. Outdoor Wood-fired Boilers
18. Overlay District Pigeon River Forest
19. B2, B3 Zoning District/B1(?)

Otsego County Planning Commission Executive Committee

Proposed Minutes for November 22, 2013

On-Going Items:

Enforcement Procedures
Graphics added to Zoning Ordinance
Information to Become Proactive on the New Jail Issue

Motion made by Secretary Stults to recommend to the full Planning Commission the 2014 Objective List as proposed by the Executive Committee; Seconded by Vice Chairperson Jarecki.

Motion approved unanimously.

3. HX Zoning District/Otsego Lake Township January Public Hearing

Motion made by Secretary Stults to accept the additional time requested by Otsego Lake Township concerning the Highway Interchange Zoning District so a Township public hearing can be held on January 9, 2014; Seconded by Chairperson Hartmann.

Motion approved unanimously.

Meeting Adjourned: 11:45 am

2014 OBJECTIVE LIST

OBJECTIVE	INTENT	COMMENTS	COMPLETED
1. Highway Interchange Zoning District	Completion of language for an additional zoning district/Township review and written comments	Sent to Townships/March 19, 2013/Public Hearing June 17, 2013/Schedule of Dimensions sent to Townships June 21, 2013/Public Hearing September 16, 2013/Otsego Lake Township HX Zoning Map/OLT Public Hearing January 9, 2014	
2. Master Plan Review	Review and update the five (5) year plan/Must be completed by May		
3. Recreational Equipment	Review the storage of recreational equipment as pertaining to lake frontage/Review the issuance of camping permits for temporary living in recreational equipment	Staff to work on language	
4. Agricultural Equipment Auctions	Add specific language to Article 21 concerning AG equipment auctions as 'A Use Subject to Special Conditions'.		
5. Meet and Greet With ZBA Members	A joint meeting between the two bodies for general discussion as to what each body should expect from the other/Meeting to be set up early 2014		
6. Upgrade Wireless Communication Equipment	A necessity to bring the Zoning Ordinance into compliance with a revision made to the Zoning Enabling Act/Add exception for Township's allowable extension	Staff to work on language in related Ordinance Sections	

7. Site Plan and Development/Well Defined Process	Meet w/Patricia Osburn/Specific language-bold faced-separate form...stating what is allowed and when		
8. Non-Conforming Structures/Revise Section 21.26	Language developed to insure property owners the ability to reconstruct their residence in the event of a natural disaster without requiring board approval.		
9. Multi-Use Zoning District	Paul Hartmann to contact Elmira Township seeking actions for the County Planning Commission in 2014/Recommended in the 2009 Otsego County Master Plan		
10. Sign Ordinance/Section 21.38	Review of current sign language, temporary placement of banners and other types of signage/Specific definition of sign w/graphics.../Compliance		
11. Lots Near Water	Research other county ordinance to more clearly define set-backs on properties that border water within Otsego County/Protecting our waters while still allowing property owners the use of their property		
12. Private Roads/Emergency Vehicle Access	Develop very basic requirements for private roads within Otsego County to insure access is available to all emergency vehicles		

13. Rental Homes/Short term/Add Conditions to Article 21	Review current Ordinance language and possibly develop new language regarding the short term renting of homes within the County (properties being rented as lake front retreats...)		
14. Fences/Section 21.10/Game Farms	Review of height requirements for wild gaming enclosures/placement of fences		
15. Large Tract Forestry Zoning District	The developing of Ordinance language to protect large parcels from being split up into small parcels, protecting the "up north nature" of Otsego County.		
16. Purchase and Transfer of Development Rights	A recommended action in the 2009 Otsego County Master Plan, designed for the protection of forestlands and open space.		
17. Outdoor Wood-Fired Boilers	Review other community's and EPA sample ordinance to see if language can be developed to work within Otsego County/ Approach Township Planning Commissions for feedback on issue		
18. Overlay District Pigeon River	A recommended action in the 2009 Otsego County Master Plan/Developing special conditions to ensure the protection of the unique characteristics of the Pigeon River Country Area.		
19. B2, B3 Zoning District/B1(?)	Zoning areas to increase with the addition of the HX/Old 27 south of West Otsego Lake Dr and West Gaylord are areas of concern/Not a real shortage of zoning districts and a sponser is needed to move issue		

On-Going Items:			
Enforcement Procedures	Land Use will be seeking guidance as necessary throughout 2014.		
Add Graphics to Zoning Ordinance	The addition of graphics to the hyperlinked Ordinance so an individual can visually "see" what the Ordinance intends (ie... yard setbacks)		
Information to Become Proactive on New Jail Issue	Alter communication methods on the Capital Improvement Plan to insure important issues are more proactively accomplished		

Otsego County Planning Commission 2015 – 2020 Capital Improvement Plan Committee

November 7, 2013

Otsego County Planning Commission members:

Chairperson Hartmann is appointing a 2015 – 2020 Capital Improvement Plan Committee to draft the Capital Improvement Plan and review any revisions to the 2014 - 2019 Capital Improvement Plan for the Planning Commission's approval and recommending adoption to the Board of Commissioners, following the procedures for developing the Plan in the 2014 – 2019 Otsego County Capital Improvement Plan.

The committee is made up as follows:

John Burt, County Administrator, Chairperson of the committee

Vern Schlaud, Land Use Services Director, Vice-Chairperson and Secretary of the committee

The Chairperson of the Board of Commissioners or his/her representative

Randy Stults, Planning Commission Secretary

Mike Mang, Planning Commission Member

Paul Hartmann, Otsego County Planning Commission Chairperson

This committee will also be charged with the task of drafting the 2015 – 2020 Capital Improvement Plan for the Planning Commission's approval and recommending its adoption to the Board of Commissioners.

This committee shall be dissolved without further action when the Planning Commission recommends adoption of the 2015 – 2020 Capital Improvement Plan to the Otsego County Board of Commissioners.

Otsego County
2014-2019 Capital Improvement Plan Committee

Proposed Minutes November 18, 2013

Call to Order: 9:00 am

Approval of Minutes: August 27, 2013

Motion to approve minutes; Seconded.

Motion approved unanimously.

Capital Improvement Plan Committee members present:

John Burt, Otsego County Administrator

Paul Hartmann, Planning Commission Chairperson

Randy Stults, Planning Commission Secretary

Vern Schlaud, Otsego County Land Use Services Director/Vice-Chairperson, Secretary

Capital Improvement Plan Committee members absent:

Otsego County Board of Commissioners representative

Mike Mang, Planning Commission member

Others present:

Arnie Morse, Otsego County Sportsplex Board Chairman

Mason Buckingham, Otsego County Sportsplex Board member

Bill Michaels, Otsego County Sportsplex Executive Director

Jim Hilgendorf, Planning Commission member

Discussion Items:

Mr. Burt presented the following three (3) additions to the 2014-2019 Capital Improvement Plan:
*2014-2019 Capital Improvement Plan/Amended to include Otsego County Courthouse Plaza, City of Gaylord
Downtown Streetscape Project and Otsego County Sportsplex Repair/Rehab*

1. Otsego County Courthouse Plaza

Mr. Stults requested changes on page ten (10)...**Otsego County Courthouse Plaza to Otsego County Courthouse Lawn**; ...to create a citizen friendly plaza lawn and ...various plans for the Courthouse Plaza...

Mr. Stults questioned the benefit and funding of the project and placement in relation to the Memorial and Courthouse front entrance.

Mr. Burt replied the project would help access the downtown improvements and raise the tax base. He stated a percentage of money had been set aside, screening would be in place to protect the Memorial and there would be signage for the Courthouse entrance. The space would be controlled by the County.

Otsego County
2014-2019 Capital Improvement Plan Committee

Motion by Mr. Hartmann to recommend the 2014-2019 Capital Improvement Plan addition of the Otsego County Courthouse Lawn Project to the Planning Commission as desirable; Seconded by Mr. Stults.

Motion passes by unanimous voice vote.

2. *City of Gaylord Downtown Streetscape Project*

Mr. Stults asked if a request for government funding had been made and what other sources were sought.

Mr. Burt replied there was no request as of yet and outside funding would also be looked into.

Mr. Stults also questioned the extent of repaving and the project return?

Mr. Burt said road work would be necessary and there would be an overall County return. He also stated a truck route would be defined to help with safety and help prevent accidents. The work could be done in phases.

Mr. Hartmann stated this was desirable to important.

Motion made by Mr. Stults to recommend the 2014-2019 Capital Improvement Plan addition of the City of Gaylord Downtown Streetscape Project to the Planning Commission as desirable; Seconded by Mr. Hartmann.

Motion passes by unanimous voice vote.

3. *Otsego County Sportsplex Repair/Rehab*

Mr. Morse stated the following items were in need of repair or replacement:

Dectron Unit /pool repair \$20,000/No capital fund for replacement

Compressor replaced/Ice rink largest source of funding w/walkers coming daily

Entry-way roof repairs \$25,000

Boiler replaced

He stated the Board of Commissioners set a five (5) year plan for a 3/16 millage sought, with an election slated for May 2014.

Mr. Stults inquired about any conflicts with Public Act 261 of 1965.

Mr. Burt stated he would research and consult the County attorney.

Motion made by Mr. Stults to recommend the 2014-2019- Capital Improvement Plan addition of the Otsego County Sportsplex Repair/Rehab subject to legal council of Public Act 261 to the Planning Commission as prioritized by the Sportsplex Board; Seconded by Mr. Hartmann.

Motion passes by unanimous voice vote.

Mr. Burt requested a public hearing for the Capital Improvement Plan additions be added to the Planning Commission's December meeting agenda.

Adjournment: 10:01 am

Guest column: Downtown Renaissance is a move away from Alpine?

By James Flint | Posted: Tuesday, December 3, 2013 10:02 am

Amazingly Otsego County, with a population of less than 26,000 people and a declining tax base, benefits from many governmental services including — but not limited to — a fine airport, ambulance service, animal control and adoption programs, bus and transportation services, a university center, child support and placement specialists, multiple law enforcement agencies, multiple fire departments, eight city parks in Gaylord alone, several county parks, a 9-1-1 system, emergency management services, fair grounds, a jail, Libke Fields (baseball), library services provided at multiple locations, a medical examiner, a parks and recreation department, snow plowing, a Sportsplex that features both a swimming pool and hockey rink, a recreational center (basketball, tennis, etc.), an Energy Outlet facility, veterans services, victims impact services, Wah Wah Soo beach, and the 800-acre Louis M. Groen Nature Preserve.

All these services involve taxpayer expenditures and support.

Thankfully, Otsego County had the foresight to adopt master plans that set forth areas of need in our transportation, infrastructure and criminal justice system. However, the master plans are lacking because they did not prioritize which needs should be addressed first.

Our master plans identified the following needs: that our ground water was at risk; that the current library system was below state standards; and that we should minimize usage of some portions of Main Street, develop a truck bypass route around our downtown district, and identify additional locations and find funding sources for additional I-75 interchanges.

We also need to build a 68-bed county jail and hire an additional corrections officer at an estimated cost of \$7.8 million on this project alone.

The “Gaylord Downtown Renaissance Committee” is currently pushing their vision of downtown Gaylord and calling this project a “necessity.”

This vision includes a narrowing of Main Street, widening sidewalks, a fountain and artificial stream, a fire pit, and gateway with a resulting unfriendly effect upon motorists, delivery people, emergency vehicle personnel and the public who regularly use Main Street. The vision would actually work against moving eastbound traffic efficiently through the downtown district and destroys almost half the available courthouse lawn.

I am not aware of any elected leaders actually approving or finding a need to revamp the downtown area, particularly the courthouse lawn. So far, elected officials have only provided seed

money for studies. Interestingly, members of Gaylord's city council have promised not one red cent of tax money would go towards the Renaissance Streetscape with the exception of sewer and utilities updates.

So why give this particular vision priority over all other county needs?

Renaissance streetscape supporters have claimed our downtown streets are unsafe and that Main Street is a wall of death, but offer no evidence to support this claim.

Contrary to their claims, the results of a professional "walkable audit" rated Gaylord 91-percent pedestrian friendly. This study indicated we would have scored higher if we had a downtown U.S. Post Office, planted more trees, and hid the garbage bins and utilities in back of the jail.

This professional proclaimed our downtown sidewalks were wide enough. This raises the question whether the project costs are worth the insignificant change in "walkability friendliness" vis-à-vis motor vehicle unfriendliness.

Some argue that we should adopt this vision because grant money is available and represents merely a return of tax dollars into the county. This is a mistaken belief and does not represent a proper understanding of public financing.

Our state and federal governments are running deficits and have unfunded liabilities which affects every household. The grant money really represents a loan from China or some other source.

Frankly, I don't want to borrow money for multiple projects, many of which we could live without.

The fact that a vision is doable does not mean it is wanted or needed. The fact that one does not support all facets of the committee's vision does not mean you're not "open-minded" as some imply.

Many Renaissance streetscape opponents actually support the truck bypass and the planting of more trees but don't support wasteful spending of taxpayer funds on frills — a downtown fire pit, gateways, widening of sidewalks, narrowing of M-32 for only one block, and the water projects proposed.

I suggest we have a number of county needs of higher priority: the county jail project, development of the Air Industrial Park and Groen Nature Preserve easily come to mind.

By funding every "vision," we actually drive a wedge between our community and commercial businesses due to increasing taxes and fees.

In my opinion, the Renaissance vision represents a move away from the heritage of the Alpine Village and a trend to look more like the streetscapes easily found in Traverse City, Boyne City, Charlevoix, and Petoskey. In reality, the question comes down to whether or not taxpayers want to

borrow money so that design, engineering and construction firms can make money while only providing county and Gaylord residents with a cookie cutter image of other Northern Michigan cities.

Next thing you know, someone will propose doing away with Alpenfest and banning Herr Gessler from Main Street!



PLANNING COMMISSION 2014 MEETING DATES

Meetings are held in the multipurpose room at the
Otsego County Land Use Services / Building Department facility, *1322 Hayes Road*, Gaylord, Michigan

**ALL MEETINGS BEGIN AT 6:00 PM
THIRD MONDAY OF EACH MONTH**

MONDAY EVENINGS

JANUARY 20, 2014

FEBRUARY NO MEETING SCHEDULED/PRESIDENT'S DAY

MARCH 17, 2014

APRIL 21, 2014

MAY 19, 2014

JUNE 16, 2013

JULY 21, 2014

AUGUST 18, 2014

SEPTEMBER 15, 2014

OCTOBER 20, 2014

NOVEMBER 17, 2014

DECEMBER 15, 2014

**ANY CHANGES TO THE MEETING DATES, TIMES OR LOCATIONS SHALL BE MADE PUBLIC
AT LEAST EIGHTEEN (18) HOURS PROIR TO THE MEETING IN QUESTION.**

Visit the County Website Events Calendar for any updates to meeting postings: <http://www.otsegocountymi.gov/events-calendar-9/>

Sample Checklist to Guide Decisions on Special Land Uses

An important concern in reviewing special land use requests is whether or not the proposed site is appropriate for the land use in question. A special land use is usually a unique use which may have particular intrinsic or design characteristics that could create potential problems for adjacent property owners. For this reason, a special land use may be appropriate in one place, but not in all locations throughout the particular zoning district. A classic situation is a proposal to build an all-night gasoline service station or car wash near a predominantly residential intersection, even though the subject property is zoned for commercial uses. Rational judgments need to be made and conditions may need to be imposed to protect adjacent lands and the overall character of the area from adverse changes and impacts. The following checklist is suggested for considering the appropriateness of a special land use in a particular area:

1. Relationship to the general health, safety, and welfare of the community-at-large. This includes:
 - accessibility of the property in question to fire and police protection;
 - traffic conditions (especially adding to a hazardous situation);
 - transportation design requirements, if any, which will be needed to accommodate any traffic impact from the use intended; and
 - appropriateness of the location, nature and height of the proposed use to the size, type and kind of buildings, uses and structures in the vicinity and adjacent properties, including the safety and convenience of people.
2. Any potential decrease in the pleasant use and enjoyment of adjacent buildings, uses and structures which are permitted by right under current zoning and as might be reflected through decreases in property values, if the proposed special land use were approved.
3. Harmony with the local master plan. This considers whether the location and size of the proposed use, the nature and intensity of the activities involved, the size of the site with respect to existing and future streets (giving access to it), and parks and drainage systems, will be in harmony with the character of land use intended for the area or district in question as stated in the master plan.
4. Impacts of the applicant's proposed use, its location and intensity and the height of its buildings, walls, fences and other structures upon the appropriate character of development existing or planned for the area.
5. Any hazards arising from storage and/or use of flammable fluids or other hazardous substances.
6. That the operation in connection with any special use is not environmentally objectionable to nearby properties because of noise, fumes, pollution, vibration, or light to an extent which is more than would be expected of any use permitted by right in the district in which the special land use is proposed.

CRAWFORD COUNTY MASTER PLAN

November 26, 2013

Re: Crawford County Master Plan Update – Notice of Intent to Plan

To Adjacent Communities and Other Interested Parties:

The Crawford County Planning Commission is beginning the process of updating the County Master Plan, including Recreation Plan. According to the Michigan Planning Enabling Act, I am notifying you on behalf of the Crawford County Planning Commission to request your cooperation and comment during this process. M.C. Planning & Design will be assisting the County's Planning Commission in this process.

The Planning Commission will be conducting Master Plan Update work sessions typically as part of the regularly scheduled Planning Commission meetings. All Crawford County Planning Commission meetings are held at the Crawford County Building, located at 200 W. Michigan Ave., Grayling, contact the County office at 989-344-3200 for the current meeting schedule. An initial public input session is scheduled as part of the regular meeting on Wednesday, December 4, 2013, starting at 6:00p.m.

We welcome comments in writing. Such comments should be mailed to:

Crawford County
c/o M. C. Planning & Design
504 Liberty St.
Petoskey, MI 49770

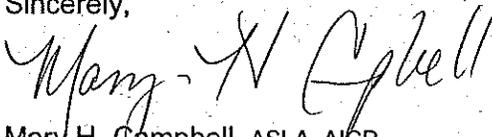
Additionally, comments may be sent via e-mail to fsolomon@mcplanningdesign.com, with "Crawford County comments" in the subject line.

The County requests you include your name and contact information, so we can contact you if any further information is needed.

Please fill out and return the enclosed postcard with the appropriate contact information so the appropriate person receives the required draft and adopted plan copies. Unless otherwise requested, digital copies of drafts and adopted plans will be distributed via e-mail to the provided e-mail address, or if no e-mail is available a cd will be sent.

We look forward to receiving your comments and thank you for your assistance.

Sincerely,



Mary H. Campbell, ASLA, AICP
M.C. Planning & Design

cc. Cris Jones, PC Chair
Sandra Moore, Clerk
Paul Compo, Controller