

**OTSEGO COUNTY  
PLANNING COMMISSION**

**May 21, 2018  
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 April 16, 2018 meeting
5. CONSENT AGENDA
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. *Forward Corporation, property owner, has requested a Special Use Permit/Site Plan Review for property located in Bagley Township:  
Driftwood Ln  
Gaylord, MI 49735  
011-760-000-031-00  
Property located in a R2/General Residential Zoning District  
PZSU17-003- proposed use of the property is to provide a storm water retention pond / snow storage for an adjacent City of Gaylord gas station project*
  2. *Section 21.33 Recreational Equipment or Trailer Proposed Text Amendment  
Proposed amendments to the above section of the Otsego County Zoning Ordinance*
9. ADVERTISED CASES:
  1. *Forward Corporation, property owner, has requested a Special Use Permit/Site Plan Review for property located in Bagley Township:  
Driftwood Ln  
Gaylord, MI 49735  
011-760-000-031-00  
Property located in a R2/General Residential Zoning District  
PZSU17-003- proposed use of the property is to provide a storm water retention pond / snow storage for an adjacent City of Gaylord gas station project*
  2. *Section 21.33 Recreational Equipment or Trailer Proposed Text Amendment  
Proposed amendments to the above section of the Otsego County Zoning Ordinance*
10. UNFINISHED COMMISSION BUSINESS
11. NEW BUSINESS
12. REPORTS AND COMMISSION MEMBER'S COMMENTS:
  1. Otsego County Parks & Recreation report / Judy Jarecki
  2. Land Use Services / Jim Mouch
13. ADJOURNMENT

# Otsego County Planning Commission

Proposed Minutes for April 16, 2018

**Call to Order:** 6:05pm by Chairperson Hartmann

Pledge of Allegiance

**Roll Call:**

Present: Chairperson Hartmann, Secretary Arndt, Mr. Borton, Mr. Brown, Mrs. Norton, Mr. Bauman (*arrived 6:20 pm*), Mr. Klee (*arrived 6:21pm*)

Absent: Vice Chairperson Jarecki, Mr. Hilgendorf, Mr. Caverson, Ms. Corfis

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

Public Present: Carl Warnement, Alan O'Dell, Bill Syfert, Brian Clark, Dave Drews, Northern Michigan Engineering, representing CALDS Properties, Dave Delaney, attorney, John Jenkins, City of Gaylord Mayor, David & Cynthia Chaffin

Chairperson Hartmann stated a quorum was not present and requested a recess in order to contact members to see if they were delayed by the weather. Chairperson Hartmann requested the members in the audience introduce themselves.

Land Use staff members left the room to make phone calls and returned stating Mr. Bauman and Mr. Klee would arrive shortly.

Mr. Bauman arrived 6:20 pm.

Mr. Klee arrived 6:21pm.

Chairperson Hartmann resumed the meeting.

**Approval of minutes from:** March 19, 2018

Motion made to approve minutes as presented by Mr. Brown; Seconded by Mrs. Norton.

Motion approved unanimously

**Consent Agenda:** None

**Other:** None

**Public participation for items not on the agenda:**

**Public Hearing:**

1. *CALDS Properties LLC, owners, represented by Northern Michigan Engineering Inc, David Drews, request a Special Use Permit/Site Plan Review for property located in Elmira Township:  
3650 Parmater Rd  
Gaylord, MI 49735  
060-013-300-060-00  
Property is located in a FR/Forestry Recreation Zoning District  
PZSU17-002—proposed use of the property is to create a residential cluster development for the construction of five (5) single family dwellings*

Chairperson Hartmann stated the case before them and opened the public hearing requesting comments from Mr. Mouch.

# Otsego County Planning Commission

Proposed Minutes for April 16, 2018

*Public Hearing Open: 6:24pm*

Mr. Mouch stated a cluster development was proposed for property on Porcupine Lake; the case had been reviewed, letters had been received from the Soil Conservation District and Health Department and if approved it would be a conditional approval requiring permits from the departments stated. He then referred the conversation to Dave Drews, representative of CALDS Properties LLC, owners of the proposed project for further explanation.

Mr. Drews thanked Land Use staff for their help with this process. He stated this was the first cluster development in Otsego County to his knowledge and felt this option was a good fit for this project because it was designed for residential use while also promoting the preservation of open space by clustering the homes together thus increasing the open area. The proposed project is located on Porcupine Lake, a small non-motorized lake and will abide by the same rules as a site condominium. Once approved, the only construction will be road improvements and monuments marking the lots. To further move forward with home construction, each single-family dwelling will be required to obtain a well and septic permit from the Health Department along with a Soil Erosion permit from the Soil Conservation District before any construction takes place. He stated the project contained 13.22 acres and 79% of that land would remain open space, only the lots themselves would be developed. Without the cluster development, the 13.22 acres could possibly be divided into six (6) home sites taking into consideration the minimum 2.02-acre parcel size of the FR/Forestry Recreation Zoning District. With the development in place, the maximum number of lots would remain at five (5) while permanently setting aside the remainder of land for open space and shared ownership by the five (5) home sites. Land divisions were discussed but this seemed a better option for the property, nestling the cottages amongst the white pines. With the approval for smaller lot sizes, the homes would be limited in size as well in order to include well and on-site septic. Initial hand soil borings had been done along with soil cuts with a back-ho before consulting the Health Department. No ground water problems were found and they were satisfied with the sandy soil samples presented. The owners are aware that additional items along with permits will be required but before moving forward and accruing more expense, a conditional approval was being sought from the Planning Commission. Once the conditional approval is in place, the project will move forward and they will return with approval from the Health Department, permits from the Soil Conservation District, the constructed road will be in place as required along with a drafted Master Deed incorporating all the requirements of the Health Department and the requirements of the Planning Commission before final approval is granted. Mr. Drews restated this plan guarantees only five (5) homes will be built on this 13.22 acre parcel while preserving the remainder as open space.

Chairperson Hartmann thanked Mr. Drews and asked if there were any questions from the public present.

Mr. Warnement questioned the preservation of the lake with the addition of five (5) septic systems and stated he thought the DEQ (Department of Environmental Quality) had denied this.

Chairperson Hartmann questioned if the DEQ had been consulted.

Mr. Drews stated they had not gone to the DEQ directly but because this is classified as a site condominium or plat, the project is not solely reviewed by the local Health Department. There is a different review process that also involves the DEQ when a condominium or plat is being considered. The DEQ also reviews any project that may impact wetlands and those regulations would apply to anyone.

Mr. Mouch stated DEQ approval was one of the conditions along with permit approval from the Health Department and Soil Conservation District for each lot. Those permits could be applied for after the conditional approval is granted from the Planning Commission. The EMS and Fire Department had also been contacted and they do not have any objections to the project.

Mr. Warnement stated water levels were currently high but wondered what would happen with the addition of five (5) or six (6) more houses on the water.

It was questioned if five (5) additional docks would be allowed on the lake.

# Otsego County Planning Commission

Proposed Minutes for April 16, 2018

Mr. Drews stated all the lots were intentionally terminated before the high water mark. The owners only had riparian rights collectively. If the parcel were to be divided, the owners could own to the lake's lowest point and riparian rights would apply. With the cluster in place, the lot lines would remain the same; the common area may increase or decrease with the fluctuation of the water but lot lines would not. He stated five (5) docks would not be added.

As for a DEQ permit, Mr. Drews stated one is not currently required. If the cluster's association were to fill in or disturb any wetlands, then a permit would be required. The closest they would possibly come to disturbing anything would be constructing the road but they had no intention of building, digging or filling within the wetland area. They would have a soil erosion permit in place and the Soil Conservation District would ensure the wetlands were protected. Shoreland protection will also apply to the common area.

Mr. Warnement questioned what would happen to lake levels with the addition of five (5) wells.

Mr. Drews stated he did not feel water levels would be affected.

Mr. Mouch stated again that this was a conditional approval and all conditions would need to be met before final approval was given.

Chairperson Hartmann stated the Elmira Planning Commission and the Elmira Township Board recommended approval with conditions. Chairperson Hartmann read them aloud and asked Mr. Drews if he was aware of the conditions. (SEE ATTACHMENT 1)

Mr. Drews stated he was aware but felt the condition concerning the cutting of trees was more restrictive than Article 18 by requiring an assessment of tree health by the County Conservation District Forester.

Chairperson Hartmann agreed and then questioned whether the new road could be connected to the existing road to allow access from Parmater Rd to the existing house.

Mr. Drews stated Dave and Cindy Chaffin purchased the existing house on the ten acres to the west and have chosen to access their property from an easement off of Shaff Rd. They have obtained a road name and approval and will use that road for access. There is also an existing pole barn with an apartment above on the Stanhope's parcel that will continue to have access off Parmater Rd; an easement will be drawn up to allow them continued use of that access. Mr. Drews continued stating there was a small existing road connecting to that easement that has not been maintained recently but is being proposed as emergency access for emergency purposes only. The Chaffin's have signed a letter of intent to allow emergency access to that easement so access to the proposed property will be from two directions.

Chairperson Hartmann asked if anyone had questions or comments.

Mr. Delaney stated the Planning Commission's job was to make sure the conditions of the zoning ordinance were complied with and if so, approval should be granted.

Chairperson Hartmann closed the public hearing.

*Public Hearing Closed: 7:01pm*

## Advertised Case:

1. *CALDS Properties LLC, owners, represented by Northern Michigan Engineering Inc, David Drews, request a Special Use Permit/Site Plan Review for property located in Elmira Township:  
3650 Parmater Rd  
Gaylord, MI 49735  
060-013-300-060-00  
Property is located in a FR/Forestry Recreation Zoning District  
PZSU17-002—proposed use of the property is to create a residential cluster development for the construction of five (5) single family dwellings*

# Otsego County Planning Commission

Proposed Minutes for April 16, 2018

Chairperson Hartmann asked for further discussion.

Mr. Mouch questioned Mr. Drews if the easement off Shaff Rd was accessible to the existing house.

Mr. Drews stated the easement off Shaff Rd needed some work and Mr. Chaffin would need to put in a driveway because the property had previously been accessed from Parmater Rd. It could become a condition to the approval.

Mr. Mouch questioned if the easement off Shaff Rd was accessible at this point in time.

Mr. Drews stated yes but there was some brush grown up.

Mr. Mouch questioned if the easement was accessible to the Fire Department or EMS.

Mr. Drews stated no, not right now.

Mr. Arndt questioned the type of housing allowed and asked what price point his clients were considering for the individual lots.

Mr. Drews stated his clients did not intend on selling anything right now; they would build the houses and rent them to vacationers but the cluster development would allow them to be sold individually in the future. The type of housing would be new construction, probably two or three bedroom homes, not mobiles. Minimum requirements would need to meet the County's; the Master Deed would be more specific.

Chairperson Hartman asked Mr. Mouch if he had any further comments.

Mr. Mouch stated he did not have an issue with the project but he did have concerns about the existing house being accessible from the new road and not land locked.

Mr. Drews stated the new road would end with a turnaround for emergency vehicles but the existing road would extend from that turnaround for access to the existing residence; that property would not be land locked.

Chairperson Hartmann asked Mr. Drews if he had an objection to adding a condition to allow the existing home access to the new road.

Mr. Drews stated no, they had already planned that. He stated on behalf of his clients with the conditional approval, they will meet all the Health Department requirements (Health Department requires the Master Deed to include all their provisions before giving final approval), they will obtain a soil erosion permit before the road is constructed and the emergency connection will be completed.

Chairperson Hartmann read aloud Article 19 Permitted Uses Subject to Special Conditions Section 19.7 to confirm conditions met. *(SEE ATTACHMENT 2)*

Motion made by Mr. Hartmann to give conditional approval to PZSU17-002 with the following conditions as placed on it by the Elmira Township Board and Otsego County Planning Commission:

1. Acknowledgement that individual sites are not Riparian Owners but only the owners collectively as an association.
2. That the private road serving this development (Porcupine Shores) will be improved prior to start of any building construction being started, and that both the lake and wetlands are protected and all permits are obtained prior to work commencing.
3. Further that this road surface shall be adequate to allow fire vehicles year round access.
4. The new road will allow the existing home access to Parmater Road.

Seconded by Mr. Arndt.

Motion approved unanimously.

Chairperson thanked Mr. Drews and Mr. Delaney and the neighboring property owners for their input.

Mr. Drews stated they would proceed with all the approvals, present to Land Use and understood final approval would not be granted until all conditions were met.

# Otsego County Planning Commission

Proposed Minutes for April 16, 2018

## Public Hearing:

2. *Section 21.10 Fences Proposed Text Amendment*

*Proposed amendments to the above section of the Otsego County Zoning Ordinance*

Chairperson Hartmann stated the case before them and opened the public hearing.

*Public Hearing Open: 7:23pm*

No public remained for comment.

Chairperson Hartmann closed the public hearing.

*Public Hearing Closed: 7:23pm*

## Advertised Case:

2. *Section 21.10 Fences Proposed Text Amendment*

*Proposed amendments to the above section of the Otsego County Zoning Ordinance*

Mr. Arndt explained the changes to Section 21.10 Fences stating the Michigan Residential Code and International Zoning Code were referenced as well as surrounding counties. Township input was also taken into consideration.

Mr. Mouch stated the Board of Commissioners approved removal of the permit fee for fences. He asked Mr. Borton to comment.

Mr. Borton stated they and the Finance Committee especially, would reduce fees anywhere they could and felt this was one that could be eliminated.

Chairperson Hartmann requested a motion.

Motion made by Mr. Arndt to recommend the amendments to Section 21.10 Fences to the Otsego County Board of Commissioners; Seconded by Mr. Brown.

Motion approved unanimously.

**Unfinished Commission Business:** None

**New Business:** None

## Reports and Commission Member's Comments:

1. Otsego County Parks & Recreation report/Judy Jarecki
2. Land Use Services report/Jim Mouch

Mr. Mouch stated he had contacted the attorney concerning the deed restrictions for the subdivision referencing the Forwards case and is still waiting for a reply. The other reports are self-explanatory; just an overview of what's going on in the County.

Mr. Arndt stated additional sections of the ordinance were being looked into and suggested setting up committees to review Section 21.29 Pets and Other Animals, Article 18 concerning shoreland areas and Section 21.1 Accessory Buildings.

Chairperson Hartmann requested volunteers.

# Otsego County Planning Commission

---

Proposed Minutes for April 16, 2018

Mr. Brown and Mr. Arndt volunteered to review Section 21.29 and Mr. Brown and Mrs. Norton volunteered to review Article 18. Section 21.1 (accessory buildings) will be reviewed later.

Chairperson Hartmann adjourned the meeting.

**Adjournment:** 7:52pm by Chairperson Hartmann

Approved with minor clarification changes and edits made by the reviewer



Ken Arndt; Secretary

Christine Boyak-Wohlfeil; Recording Secretary

PROPOSED

# Otsego County Planning Commission

Proposed Minutes for April 16, 2018

## *ATTACHMENT 1:*

Otsego County Land Use Director  
James Mouch  
1322 Hayes Rd  
Gaylord, Michigan 49735

April 12, 2018

Dear Jim:

The Elmira Township Board moved to accept the recommendation of the Elmira Township Planning Commission to send a recommendation of approval of the Application for Clustered development option on Property 69-060-013-300-060-00 called Porcupine Shores, a site Condominium.

That such approval requires that development of this special use is based upon:

1. Acknowledgement that individual sites are not Riparian Owners but only the owners collectively as an association. Thus keeping the 50 foot shore lands lake buffer intact and further requiring that cutting of trees are only done with permit required in zoning ordinances and that The Conservation District Forester will determine the health of trees.
2. That the private road serving this development (Porcupine Shores) will be improved prior to start of any building construction being started, and that both the lake and wetlands are protected and all permits are obtained prior to work commencing.
3. That the open space calculations have been met.
4. Further that this road surface shall be adequate to allow fire vehicles year round access.

Sincerely,

Susan Schaedig, Clerk

# Otsego County Planning Commission

Proposed Minutes for April 16, 2018

## ATTACHMENT 2:

### FINDINGS UNDER ARTICLE 19 / PERMITTED USES SUBJECT TO SPECIAL CONDITIONS:

- 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** **CONDITIONAL**
- 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** **CONDITIONAL**
- 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** **CONDITIONAL**
- 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** **CONDITIONAL**
- 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.  
**HAS – HAS NOT BEEN MET** **NOT APPLICABLE**
- 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** **CONDITIONAL**

# Otsego County Planning Commission

Proposed Minutes for April 16, 2018

## 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.

\*\*\* Motion made by Mr. Hartmann to give conditional approval to PZSU17-002 with the following conditions as placed on it by the Elmira Township Board and Otsego County Planning Commission:

1. Acknowledgement that individual sites are not Riparian Owners but only the owners collectively as an association.
2. That the private road serving this development (Porcupine Shores) will be improved prior to start of any building construction being started, and that both the lake and wetlands are protected and all permits are obtained prior to work commencing.
3. Further that this road surface shall be adequate to allow fire vehicles year round access.
4. The new road will allow the existing home access to Parmater Road.

Seconded by Mr. Arndt.

Motion approved unanimously.

**OTSEGO COUNTY  
PLANNING COMMISSION**

**PZSU17-003  
Special Use Permit/Site Plan Review  
011-760-000-031-00**

**Revised:**

**Exhibit List**

- Exhibit #1:* Applications for case PZSU17-003 submitted by Applicant
- Exhibit #2:* Otsego County Zoning Map Effective Date March 20, 2010/Amended January 24, 2017
- Exhibit #3:* Otsego County Zoning Ordinance Effective March 20, 2010/Amended September 12, 2017
- Exhibit #4:* Copy of Otsego County Equalization Department record card/Warranty Deed 704/832
- Exhibit #5:* Letter/Proof of Ownership of parcels included in City project/ Warranty Deed 734/823, Warranty Deed 1232/33, Quit Claim 1232/34
- Exhibit #6:* Site Plan/PZSU17-003 submitted by Applicant
- Exhibit #7:* Public Hearing Notice
- Exhibit #8:* Letter to Bagley Township Planning Commission dated January 4, 2018
- Exhibit #9:* Letter from Bagley Township Planning Commission dated January 25, 2018
- Exhibit #10:* Map and list of parties notified
- Exhibit #11:* Receipt #01314434
- Exhibit #12:* General Finding of Fact/PZSU17-003
- Exhibit #13:* Specific Finding of Fact/PZSU17-003
- Exhibit #14:* Letter from Wade Trim dated March 16, 2018
- Exhibit #15:* Site pictures
- Exhibit #16:* Letter from Health Department dated March 26, 2018

**OTSEGO COUNTY  
LAND USE SERVICES  
1322 HAYES RD GAYLORD MI 49735  
PHONE: 989.731.7400 \* FAX: 989.731.7419  
[www.otsegocountymi.gov](http://www.otsegocountymi.gov)**

**APPLICATION FOR SPECIAL USE PERMIT**

Date: 11/14/17	Parcel Number: <u>011</u> - <u>760</u> - <u>000</u> - <u>031</u> - <u>00</u>
----------------	--

**PROPERTY LOCATION: (REQUIRED)**

Address: Lot 31 of Summer & Holmes Subdivision (Adjacent to 2870 S. Otsego Ave)		City: Gaylord	Zip Code: 49735
Township: Bagley	Zoning District: R-2	Section: 16	T <u>30</u> N/R <u>3</u> W

**APPLICANT:**

Name: Forward Corporation		<input checked="" type="radio"/> Owner/ <input type="radio"/> Agent/Other Interest <i>(circle one)</i>	
Address: 219 N Front Street	City: Standish	State: MI	Zip Code: 48658
Phone: (989 ) 946 - 7104	Fax: (989 ) 846 - 4412		

**PROPERTY OWNER: (If different from Applicant) - Same**

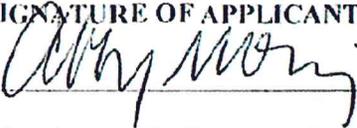
Name:		Phone: (    ) -	
Address:	City:	State:	Zip Code:

**DESCRIPTION OF PROJECT AND PROPOSED USE:**

The vacant residential lot will be used for snow storage and storm water over flow area. This will be for the proposed gas station project on the adjacent parcel's which are within the City Limits of Gaylord.

**SIGNATURE OF APPLICANT:**

**DATE:**



11-10-17

\*\*\*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\*\*\***

Date Application Received:	Permit Number: <u>PZ5017-003</u>
Date Application Complete:	Fee: <u>700</u> Receipt Number: <u>01314434</u>

**OTSEGO COUNTY  
LAND USE SERVICES  
1322 HAYES RD GAYLORD MI 49735  
PHONE: 989.731.7400 \* FAX: 989.731.7419  
[www.otsegocountymi.gov](http://www.otsegocountymi.gov)**

**APPLICATION FOR SITE PLAN REVIEW**

**APPLICANT:**

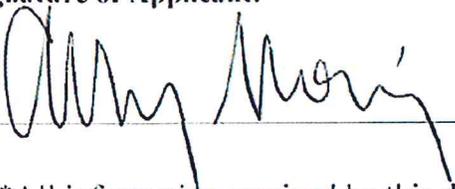
Name: Forward Corporation	<input checked="" type="radio"/> Owner / <input type="radio"/> Agent / <input type="radio"/> Other Interest <i>(circle one)</i>
Address: 219 N Front Street Standish, MI 48658	
Phone: ( 989 ) 946- 7104	Fax: ( 989 ) 846- 4412

**PROPERTY OWNER:** *(If different from Applicant)* - Same

Name:	
Address:	
Phone: (    )    -	Fax: (    )    -

**PROPERTY LOCATION:**

Township: Bagley	Section: 16	T <u>30</u> N/R <u>3</u> W	Zoning District: R-2
Site Address: Lot 31 of Summer & Holmes Subdivision, Gaylord , MI 49735 (Adjacent to 2870 S. Otsego Ave)			
Parcel Number: <u>  011  </u> - <u>  760  </u> - <u>  000  </u> - <u>  031  </u> - <u>  00  </u>			
Description of Project and Proposed Use: The vacant residential lot will be used for snow storage and storm water over flow area. This will be for the proposed gas station project on the adjacent parcel's which are within the City Limits of Gaylord.			

<b>Signature of Applicant:</b> 	<b>Date:</b> 11-10-17
---	--------------------------

\*\*\*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 copyrighted drawings and blueprints

**\*\*\*Attention\*\*\***

\*These items **must** be submitted in conjunction with this application.

- Proof of property ownership and whether there are any options on the property or any liens against it.
- A signed statement that the applicant is officially acting on the owner's behalf.
- Appropriate fees paid to Otsego County.

\*Please refer to the Otsego County Zoning Ordinance particularly Section 21 and Section 23 to assure all items are addressed on the site plan and allow for a smooth presentation to the governing body.

This checklist and 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  if "No" explain: \_\_\_\_\_
2. 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  if "No" explain: (SAME)
3. The address and or parcel number of the property.  
Yes  No  "No" explain: \_\_\_\_\_
4. Name and address of the developer (if different from the applicant).  
Yes  No  if "No" explain: (SAME)
5. Name and address of the engineer, architect and/or land surveyor.  
Yes  No  if "No" explain: \_\_\_\_\_
6. Project title.  
Yes  No  if "No" explain: \_\_\_\_\_
7. 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  if "No" explain: \_\_\_\_\_
8. A vicinity map drawn to scale with North point indicated.  
Yes  No  if "No" explain: \_\_\_\_\_
9. The gross and net acreage of all parcels in the project.  
Yes  No  if "No" explain: \_\_\_\_\_
10. Land uses, zoning classification(s) and existing structures on the subject parcel and within ten feet (10') of property lines of adjoining parcels.  
Yes  No  if "No" explain: \_\_\_\_\_

11. Project completion schedule/development phases. (refer to Section 23.9)  
 Yes  No  if "No" explain: \_\_\_\_\_
12. The site plan shall consist of an accurate, reproducible drawing at a scale of 1"= 50 or fewer feet or less or sites of less than three (3) acres and 1"=100 or fewer feet or less if the site is larger than three (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.  
 Yes  No  if "No" explain: \_\_\_\_\_

**All site plans shall be sealed by a professional engineer, surveyor, architect or landscape architect. Each site plan shall depict the following:**

13. 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  if "No" explain: \_\_\_\_\_
14. Existing topographic elevations and proposed grades in sufficient detail to determine direction of drainage flows.  
 Yes  No  if "No" explain: \_\_\_\_\_
15. 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  if "No" explain: \_\_\_\_\_
16. Location and type of significant existing vegetation.  
 Yes  No  if "No" explain: \_\_\_\_\_
17. 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  if "No" explain: \_\_\_\_\_
18. 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  if "No" explain: No Existing or Proposed buildings
19. Proposed location of accessory structures, buildings and uses, including all flagpoles, light poles, bulkheads, docks, storage sheds, transformers, air conditioners, generators and similar equipment, site amenities and the method(s) of screening where applicable.  
 Yes  No  if "No" explain: N/A
20. Location of existing public roads, right-of-ways 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  if "No" explain: \_\_\_\_\_
21. 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  if "No" explain: N/A
22. Location, design and dimensions of existing and/or proposed curbing, barrier free access, carpools, parking areas (including indication of all spaces and method of surfacing) and fire lanes.  
 Yes  No  if "No" explain: N/A

23. Location, size, and characteristics of all loading and unloading areas.  
Yes \_\_\_ No  if "No" explain: N/A
24. Location and design of all sidewalks, walkways, bicycle paths and areas for public use.  
Yes \_\_\_ No  if "No" explain: N/A
25. Location of water supply lines and/or wells, including fire hydrants and shut off valves, 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 \_\_\_ if "No" explain: - Stormwater Overflow area
26. Location of all other utilities on the site including natural gas, electric, cable TV, telephone and steam.  
Yes  No \_\_\_ if "No" explain: \_\_\_\_\_
27. Proposed location, dimensions and details of common open spaces and common facilities, such as community buildings or swimming pools if applicable.  
Yes \_\_\_ No  if "No" explain: N/A
28. Location, size and specifications of all signs and advertising features with elevation views from front and side.  
Yes \_\_\_ No  if "No" explain: N/A
29. Exterior lighting locations with area of illumination illustrated as well as the type of fixtures and shielding to be used.  
Yes \_\_\_ No  if "No" explain: N/A
30. Location and specifications for all fences, walls and other screening features with elevation views from front and side.  
Yes \_\_\_ No  if "No" explain: N/A
31. 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 \_\_\_ if "No" explain: Existing Treeline for Buffer
32. Location, size and specifications for screening of all trash receptacles and other solid waste disposal facilities.  
Yes \_\_\_ No  if "No" explain: N/A
33. 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  if "No" explain: N/A
34. North arrow, scale and date of original submittal and last revision.  
Yes  No \_\_\_ if "No" explain: \_\_\_\_\_
35. Seal of the registered engineer, architect, landscape architect, surveyor or planner who prepared the site plan.  
Yes  No \_\_\_ if "No" explain: \_\_\_\_\_

**\*\*\*Attention\*\*\***

All site plans shall be sealed by a professional engineer, surveyor, architect or landscape architect. In the immediate area of the seal there shall also be the following statement, signed by the professional sealing the plans:

I do hereby certify that these plans have been prepared under my sustained review and, to the best of my professional knowledge, understanding and information; the design of this project is in compliance with the Otsego County Zoning Ordinance dated: \_\_\_\_\_

**Or**

I do hereby certify that those plans have been prepared under my sustained review and, to the best of my professional knowledge, understanding and information; the design of this project is in compliance with the Otsego County Zoning Ordinance dated 09/2017, except for the following items:  
(List known variations from the Ordinance)

Land Use (Apply for Special Landuse Permit)

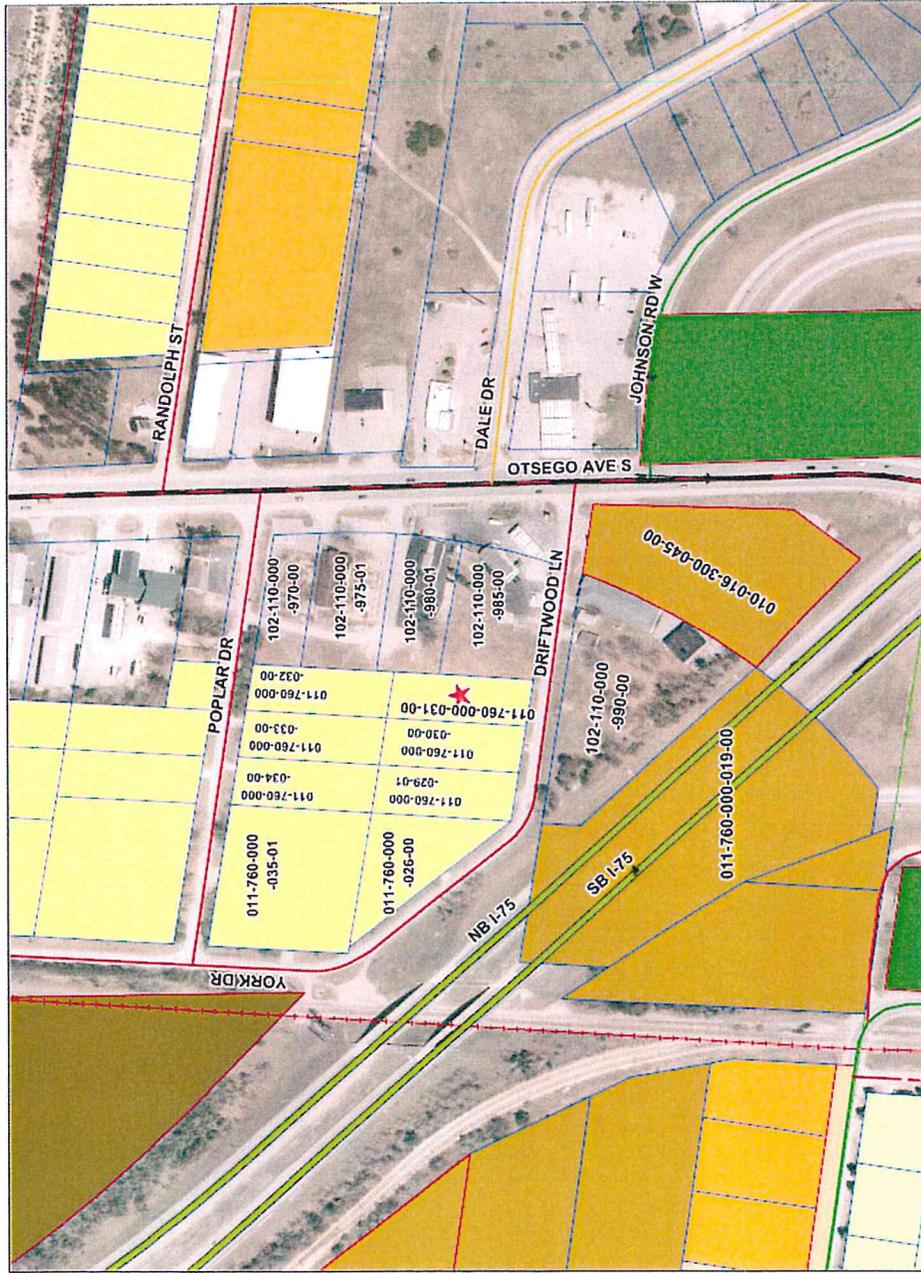
**\*\*\*OFFICE USE ONLY\*\*\***

---

---

Date Application Received:	Fee:	Receipt Number:
Permit No:	Soil Erosion Permit No:	
Approved:	Denied:	By:
Conditions:		
Reasons:		

PZSU17-003  
 011-760-000-031-00  
 DRIFTWOOD LN



**OTSEGO COUNTY ZONING MAP**

R-1 / RESIDENTIAL	R-2 / GENERAL RESIDENTIAL	R-3 / RESIDENTIAL ESTATES	RR / RECREATION RESIDENTIAL	FR / FORESTRY RECREATION	AR / AGRICULTURAL RESOURCE	B-1 / LOCAL BUSINESS	B-2 / GENERAL BUSINESS	B-3 / BUSINESS, LIGHT MANUFACTURING	I / INDUSTRIAL	HK / HIGHWAY INTERCHANGE	P1/2 ADMIN / MULTIPLE USE ZONING - MAIN STREET	P1/2 TOWN CN / MULTIPLE USE ZONING - TOWN CENTER	PUD / P-ANNEX URBIT DEVELOPMENT	STATE LAND	N/A
-------------------	---------------------------	---------------------------	-----------------------------	--------------------------	----------------------------	----------------------	------------------------	-------------------------------------	----------------	--------------------------	--	--	---------------------------------	------------	-----

Grantor	Grantee	Sale Price	Sale Date	Inst. Type	Terms of Sale	Liber & Page	Verified By	Prcnt. Trans.
PYKE, JOHN P & TAMELA	FORWARD CORPORATION	95,000	12/01/1998	WD	Good	704:832	Buyer	0.0
Property Address	Class: 402 RES VACANT Zoning: R-2 Building Permit(s) DEMOLITION School: Gaylord Community P.R.E. 0% : 0.00 2018 Est TCV 7,600 (Value Overridden) Improved <input checked="" type="checkbox"/> Vacant Land Value Estimates for Land Table .							
Owner's Name/Address	FORWARD CORPORATION 219 N FRONT ST STANDISH MI 48658-9428							
Tax Description	Public Improvements Dirt Road Gravel Road Paved Road Storm Sewer Sidewalk Water Sewer Electric Gas Curb Street Lights Standard Utilities Underground Utilis. Topography of Site Level Rolling Low High Landscaped Swamp Wooded Pond Waterfront Ravine Wetland Flood Plain							
Comments/Influences	* Factors * Description Frontage Depth Front Depth Rate %Adj. Reason Value 0.670 Acres 0 100 0 0.67 Total Acres Total Est. Land Value = 0							
5/10/12 ADDRESS OF 600 DRIFTWOOD LN BEING REMOVED, VACANT PROPERTY. DB	Who When What 2018 3,800 2017 3,800 2016 3,800 2015 3,800							
The Equalizer. Copyright (c) 1999 - 2009. Licensed To: County of Otsego, Michigan								

\*\*\* Information herein deemed reliable but not guaranteed\*\*\*

OTSEGO COUNTY  
 TREASURER'S OFFICE } 12-11-98  
 Gaylord, Mich.,  
 I hereby certify that according to our records all taxes returned to this  
 office are paid for five years preceding the date of this instrument.  
 This does not include taxes in the process of collection.  
 Erna Backenstol COUNTY TREASURER

LIBER 0104 PAGE 32

OTSEGO COUNTY  
 MICHIGAN  
 RECEIVED FOR RECORD  
 98 DEC 11 AM 9:07  
 EVELYN M. PRATT  
 CLERK / REGISTER OF DEEDS

MICHIGAN  
 Dept. of Taxation  
 County of Otsego  
 0058785 11 Dec 1998

ESTATE \*  
 TRANSFER TAX \*  
 \$104.50-C \*  
 \$712.50-S \*  
 #0005946 \*

## WARRANTY DEED

**KNOW ALL MEN BY THESE PRESENTS:** That John P. Pyke and Tamela L. Pyke, Husband and Wife,  
 whose address is: 600 Driftwood Lane, Gaylord, MI 49735

Warrants and Conveys to Forward Corporation, A Michigan Corporation, whose address is: 219 N. Front Street,  
 Standish, MI 48658

Land in the Township of Bagley, County of Otsego, Michigan described as:

Lot 31, Summers & Holmes Subdivision, according to the plat thereof as recorded in Liber 2 of Plats, Page 48, Otsego  
 County Records.

For consideration of **Ninety-Five Thousand And 00/100**  
 Subject to easements, reservations and restrictions of record.

Dated: 12/09/1998

Witnesses:

Signed and Sealed:

Nancy L. Ross  
 NANCY L. ROSS  
Kay M. Pagel  
 KAY M. PAGEL

John P. Pyke  
 John P. Pyke  
Tamela L. Pyke  
 Tamela L. Pyke

STATE OF MICHIGAN  
 COUNTY OF OTSEGO

ss.

This foregoing instrument was acknowledged before me this 9th day of December, 1998 by John P. Pyke and Tamela L. Pyke

Kay M. Pagel  
 KAY M. PAGEL  
 Notary Public Otsego County, Michigan

My commission expires 9/23/2000

Instrument  
 Drafted by: RICHARD G. BENSINGER, ATTORNEY FOR ALPINE TITLE COMPANY  
 Business Address: 114 East Main Street, Gaylord, MI 49735  
 (09813017/KK)

Recording Fee: \$10.00 \_\_\_\_\_ : When recorded return to: GRANTEE  
 County Transfer Tax : \$104.50 \_\_\_\_\_ : Send subsequent tax bill to GRANTEE  
 State Transfer Tax: \$712.50 \_\_\_\_\_  
 Tax ID: #011-760-000-031-00

58785

104.50

712.50

Exhibit 4

0



989-846-4501 • 800-664-4501 • Fax: 989-846-4412  
219 N. Front Street • Standish, MI 48658

November 13, 2017

To Whom It May Concern:

Enclosed is proof of ownership for:

Lot 31

Lots 14 & 15, Summers & Holmes Subdivision

Lot 12 (Schnapps & Hops)

Parcel of land lying between the Easterly line of Lot 13 and west of a line 100 feet of the center of Old 27.

There are no options or liens on the properties listed.

Dave Gould  
Vice President

Dept of Taxation  
County of Otsego  
0065692 30 Sep 1999



TRANSFER TAX ^  
\$286.00-C \*  
\$1,950.00-S \*  
#0007317 \*

LIBER 0734 PAGE 23

OTSEGO COUNTY  
MICHIGAN  
RECEIVED FOR RECORD

99 SEP 30 PM 1:32

EVELYN H. PRATT  
CLERK / REGISTER OF DEEDS

OTSEGO COUNTY  
TREASURER'S OFFICE  
Gaylord, Mich.,

9-30-99

I hereby certify that according to our records all taxes returned to this office are paid for five years preceding the date of this instrument. This does not include taxes in the process of collection.

*Cornie Lynch* COUNTY TREASURER

WARRANTY DEED

**THE GRANTOR:** North Central Oil Company, a Michigan Corporation, whose address is: 1025 Mankowski Road, Gaylord, Michigan 49735

**CONVEYS AND WARRANTS TO:** Forward Corporation,, a Michigan Corporation, whose address is: P.O. BOX 549, Standish, Michigan 48658-0549

the following described premises situate in the City of Gaylord, County of Otsego, State of Michigan:

Lots 14 and 15, Summers & Holmes Subdivision, as recorded in Liber 2 of Plats, Page 48, Otsego County Records, according to the Certificate of Survey by Wade-Trim/Granger Job No. GSU 3178-01, as recorded in Liber 438, Page 11, Otsego County Records, and described as: Beginning at the Southwest corner of Lot 15 of said plat; thence N3°28'07"E 199.39 feet; thence S80°55'04"E, 310.01 feet; thence S1°37'E, 201.31 feet along the West right of way of Old 27; thence N81°01'36"W 327.88 feet to the point of beginning.

For the sum of: Two Hundred, Sixty Thousand (\$260,000.00) Dollars

Subject to easements, restrictions, and reservations of record.

Dated this 30th day of September, 1999.

In the presence of:

*John M. Dennany*  
*Hope S. Washburn*  
John M. Dennany  
Hope S. Washburn  
State of Michigan)  
County of Otsego)

North Central Oil Company,  
A Michigan Corporation  
*Kenneth T. Schreur*  
BY: Kenneth T. Schreur  
ITS: President

The foregoing instrument was acknowledged before me this 30th day of September, 1999, by Kenneth T. Schreur, President of North Central Oil Company, a Michigan Corporation, for and on behalf of said Corporation.

*Hope S. Washburn*  
Hope S. Washburn Notary Public  
Otsego County, Michigan  
My Comm. Expires: 7-17-2001.

=====  
Send Subsequent Tax Bills & Return to: Tax Parcel ID No. 102-110-000-985-00  
Grantee : Drafted by: John M. Dennany, Attorney at Law 114 N. Court St/P.O. BOX 973 Gaylord, MI 49735 Recording Fee: \$9.00 [+ \$1.00 Tax Cert] Revenue Stamps: %2236.00  
=====

6-23-10

I hereby certify that according to our records all taxes returned to this office are paid for five years preceding the date of this instrument. This does not include taxes in the process of collection.

*Signature*  
COUNTY TREASURER



LIBER 1232 PAGE 33



OTSEGO COUNTY MICHIGAN  
RECEIVED FOR RECORD  
SUSAN DEFEYTER, CLERK/REGISTER OF DEEDS  
06/23/2010 2:49:53 PM

06-23-10P02:25 RCVD



OTSEGO COUNTY  
JUNE 23, 2010  
RECEIPT #25046

STATE OF MICHIGAN \$ 440.00-CO  
REAL ESTATE \$ 3000.00-ST  
TRANSFER TAX STAMP # 5734

### WARRANTY DEED

(Statutory Form - Corporation)

The Grantor(s) **Hops & Schnapps of Gaylord, Inc., a Michigan Corporation, f/k/a Knotts Hops and Schnapps of Gaylord, Inc., a Michigan Corporation**

whose address is **P.O. Box 1638, Gaylord, MI 49734**

convey(s) and warrant(s) to **McTAGGART FAMILY, LLC**

whose address is **219 N. Front Street, Standish, Michigan 48658**

the following described premises situated in **City of Gaylord, County of Otsego, State of Michigan** to-wit:

**The South 40 feet of Lot 12, Summer and Holmes Subdivision, as recorded in Liber 2 of Plats, page 48, Otsego County Records.**

AND

**Lot 13, Summer and Holmes Subdivision, as recorded in Liber 2 of Plats, page 48, Otsego County Records.**

Commonly known as: **2804 S. Otsego Avenue, Gaylord, MI 49735**

Parcel I.D. Number: **102-110-000-980-01**

For the sum of **Four Hundred Thousand and 00/100 (\$400,000.00) dollars**

Subject to restrictions, easements, and reservations of record, if any.

Excludes Oil, Gas and Mineral rights.

Dated: **June 23, 2010**

Hops and Schnapps of Gaylord, Inc

By: *Kevin H. Kelly*  
Kevin H. Kelly  
Its: President

State of Michigan )  
County of Otsego )ss

The foregoing instrument was acknowledged before me on this 23 day of **June, 2010**, by **Hops & Schnapps of Gaylord Inc., a Michigan Corporation, f/k/a Knotts Hops and Schnapps of Gaylord, Inc, a Michigan corporation, by Kevin H. Kelly it's President, on behalf of said corporation.**

LINDA ROCK  
NOTARY PUBLIC, ANTRIM COUNTY, MI  
MY COMMISSION EXPIRES: 6-31-2011  
ACTING IN THE COUNTY OF OTSEGO

*Linda Rock*  
Notary Public  
Antrim County, Michigan  
My Commission Expires:  
Acting in the County of: otsego

Drafted by: Kevin H. Kelly, P.O. Box 1638, Gaylord, MI 49734 , assisted by Otsego County Abstract Company  
When recorded return to: Grantee(s)  
Send future tax bills to: Grantee(s)  
Recording Fee: \$21.00  
State Transfer Tax: \$3,000.00  
County Transfer Tax: \$440.00

3

3440  
nca  
14  
Exhibit 5



OTSEGO COUNTY MICHIGAN  
RECEIVED FOR RECORD  
SUSAN DEFEYTER, CLERK/REGISTER OF DEEDS  
06/23/2010 2:49:53 PM

06-23-10 P02:25 RCVD

### QUIT CLAIM DEED

(Statutory Form - Individuals)

The Grantor(s) Kevin H. Kelly and Christine Kelly, Husband and Wife

whose address is P.O. Box 1638, Gaylord, MI 49734

quit claims to McTaggart Family, LLC

whose address is 219 N. Front Street, Standish, MI 48658

the following described premises situated in the **City of Gaylord, County of Otsego, State of Michigan** to-wit:

That parcel of land lying between the Easterly line of Lot 13 of the Plat of Summers & Holmes Subdivision according to recorded plat thereof, and West of a line 100 feet of the center line of the present County Highway known as Old 27, being a part of the East 1/2 of the Southwest 1/4 of Section 16, Town 30 North, Range 3 West.

Commonly known as: vacant land

For the sum of One and 00/100 (\$1.00)

Dated: June 23, 2010

Kevin H. Kelly  
Kevin H. Kelly  
Christine Kelly  
Christine Kelly

State of Michigan )  
County of Otsego )ss

The foregoing instrument was acknowledged before me on this 23 day of June, 2010, by Kevin H. Kelly and Christine Kelly

LINDA ROCK  
NOTARY PUBLIC, TRIM COUNTY, MI  
MY COMMISSION EXPIRES: 8-31-2011  
ACTING IN THE COUNTY OF OTSEGO

Linda Rock  
Notary Public  
Trim County, MI  
My Commission Expires:  
Acting in the County of: OTSEGO

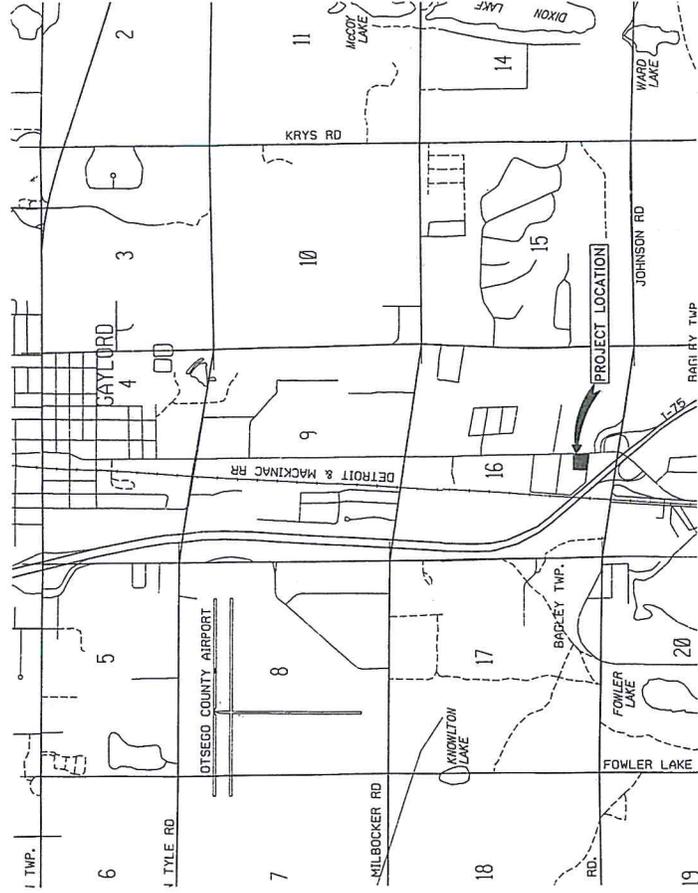
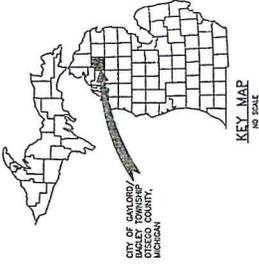
Drafted by: Kevin H. Kelly, P.O. Box 1638, Gaylord, MI 49734  
When recorded return to: **Grantee(s)**  
Send future tax bills to: **Grantee(s)**  
Recording Fee: \$14.00  
State Transfer Tax: \$0  
County Transfer Tax: \$0

4

OCA 14  
T

# SITE PLANS FOR

# FORWARD CORPORATION 2870 S OTSEGO AVE GAYLORD, MI 49735



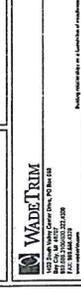
CONTACTS	
OWNER/DEVELOPER	FORWARD CORPORATION 1910 N FRONT STREET STANDISH, MI 49866 889.816.7103
ARCHITECT	VIA ARCHITECTS 100 S. JEFFERSON AVE, SUITE 601 STANDISH, MI 49866 889.752.8107
ELECTRIC	CONSUMERS ENERGY COMPANY
GAS	DTE ENERGY
WATER, SEWER & STORM	CITY OF GAYLORD WATER/SEWER DEPARTMENT 102 E SEVENTH STREET GAYLORD, MI 49735
CITY OF GAYLORD PLANNING AND ZONING	CITY OF GAYLORD ZONING ADMINISTRATOR ATTN: TRAVIS HEWITT 225 WEST MAIN STREET GAYLORD, MI 49735 889.732.4080
BAGLEY TOWNSHIP PLANNING AND ZONING	OTSEGO COUNTY LAND USE SERVICES ATTN: JAMES MULLICH 100 W. HAWKINS GAYLORD, MI 49735 889.731.7400
ROADS	MICHIGAN DEPARTMENT OF TRANSPORTATION ATTN: GABE PHELPS 1088 M-32 EAST GAYLORD, MICHIGAN 49735 889.732.3232
STORM WATER	MICHIGAN DEPARTMENT OF TRANSPORTATION ATTN: KIM MIKULA 1088 M-32 EAST GAYLORD, MICHIGAN 49735 889.732.3202
ROADS (MUNICIPALITY)	OTSEGO COUNTY ROAD COMMISSION 669 W HOCOT RD GAYLORD, MI 49735 889.732.3202
SOIL EROSION CONTROL	OTSEGO CONSERVATION DISTRICT 800 LANGSTON BLVD, SUITE 4A GAYLORD, MI 49735 889.732.6621



GENERAL SHEETS	SHEET NO.
COVER SHEET	C-0.0
TOPOGRAPHIC SURVEY	C-1.0
SOIL EROSION AND SEDIMENTATION CONTROL PLAN	C-2.0
SOIL EROSION AND SEDIMENTATION CONTROL DETAILS	C-2.1
SITE DETAILS	C-3.0
LANDSCAPE DETAILS	C-3.1
GRADING PLAN	C-3.2
UTILITY PLAN	C-3.3
FLOOR PLAN	A1
SECTION PLANS	A2
SITE LIGHTING PLAN	SEC1

ISSUED TO OTSEGO COUNTY W/REVISIONS BASED ON 12/15/17  
CITY AND OWNER COMMENTS BAGLEY TWP SUB/PIN 11/01/17  
ISSUED FOR CITY OF GAYLORD SITE PLAN APPROVAL 11/14/17  
& BAGLEY TOWNSHIP SPECIAL USE PERMIT/SPA  
ISSUED FOR MOOT DISCUSSION 10/31/17

PROJECT NO. FWD2002.01B  
SHEET C-0.0



PREPARED UNDER THE SUPERVISION OF:  
MATTHEW G. DUBS  
61329  
REGISTRATION NO.



Exhibit 6





**PROPOSED LEGEND**

DOMESTIC WATER SHUT OFF  
 DOMESTIC WATER SERVICE  
 FIRE HYDRANT  
 GATE VALVE  
 SANITARY SEWER CLEAN OUT  
 STORM SEWER MAN  
 STORM MANHOLE  
 TRANSFORMER  
 TRANSFORMER PAD  
 ELECTRIC METER  
 GAS METER  
 GAS MAIN OR SERVICE  
 UNDERGROUND ELECTRIC

NOTE: THE EXISTING UTILITIES ARE UNCHANGING UNLESS SHOWN OTHERWISE.

STORM WATER DETENTION TRENCH  
 STORM WATER DETENTION TRENCH SHALL BE CONSTRUCTED TO MAINTAIN THE EXISTING GROUND SURFACE TO PREVENT FLOODING OF ADJACENT PROPERTIES. THE TRENCH SHALL BE CONSTRUCTED TO A MINIMUM DEPTH OF 4 FEET BELOW FINISHED GRADE. THE TRENCH SHALL BE CONSTRUCTED TO A MINIMUM WIDTH OF 4 FEET. THE TRENCH SHALL BE CONSTRUCTED TO A MINIMUM LENGTH OF 10 FEET. THE TRENCH SHALL BE CONSTRUCTED TO A MINIMUM SLOPE OF 1%.

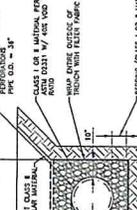
STORM SEWER STRUCTURE TABLE

ST. #	SIZE	INVERT	WORKING	LOOKING
100+0.00	18"	100+0.00	100+0.00	100+0.00
100+10.00	18"	100+10.00	100+10.00	100+10.00
100+20.00	18"	100+20.00	100+20.00	100+20.00
100+30.00	18"	100+30.00	100+30.00	100+30.00
100+40.00	18"	100+40.00	100+40.00	100+40.00
100+50.00	18"	100+50.00	100+50.00	100+50.00
100+60.00	18"	100+60.00	100+60.00	100+60.00
100+70.00	18"	100+70.00	100+70.00	100+70.00
100+80.00	18"	100+80.00	100+80.00	100+80.00
100+90.00	18"	100+90.00	100+90.00	100+90.00
100+100.00	18"	100+100.00	100+100.00	100+100.00
100+110.00	18"	100+110.00	100+110.00	100+110.00
100+120.00	18"	100+120.00	100+120.00	100+120.00
100+130.00	18"	100+130.00	100+130.00	100+130.00
100+140.00	18"	100+140.00	100+140.00	100+140.00
100+150.00	18"	100+150.00	100+150.00	100+150.00
100+160.00	18"	100+160.00	100+160.00	100+160.00
100+170.00	18"	100+170.00	100+170.00	100+170.00
100+180.00	18"	100+180.00	100+180.00	100+180.00
100+190.00	18"	100+190.00	100+190.00	100+190.00
100+200.00	18"	100+200.00	100+200.00	100+200.00



STORM SEWER STRUCTURE TABLE

ST. #	SIZE	INVERT	WORKING	LOOKING
100+0.00	18"	100+0.00	100+0.00	100+0.00
100+10.00	18"	100+10.00	100+10.00	100+10.00
100+20.00	18"	100+20.00	100+20.00	100+20.00
100+30.00	18"	100+30.00	100+30.00	100+30.00
100+40.00	18"	100+40.00	100+40.00	100+40.00
100+50.00	18"	100+50.00	100+50.00	100+50.00
100+60.00	18"	100+60.00	100+60.00	100+60.00
100+70.00	18"	100+70.00	100+70.00	100+70.00
100+80.00	18"	100+80.00	100+80.00	100+80.00
100+90.00	18"	100+90.00	100+90.00	100+90.00
100+100.00	18"	100+100.00	100+100.00	100+100.00
100+110.00	18"	100+110.00	100+110.00	100+110.00
100+120.00	18"	100+120.00	100+120.00	100+120.00
100+130.00	18"	100+130.00	100+130.00	100+130.00
100+140.00	18"	100+140.00	100+140.00	100+140.00
100+150.00	18"	100+150.00	100+150.00	100+150.00
100+160.00	18"	100+160.00	100+160.00	100+160.00
100+170.00	18"	100+170.00	100+170.00	100+170.00
100+180.00	18"	100+180.00	100+180.00	100+180.00
100+190.00	18"	100+190.00	100+190.00	100+190.00
100+200.00	18"	100+200.00	100+200.00	100+200.00



STORM SEWER STRUCTURE TABLE

ST. #	SIZE	INVERT	WORKING	LOOKING
100+0.00	18"	100+0.00	100+0.00	100+0.00
100+10.00	18"	100+10.00	100+10.00	100+10.00
100+20.00	18"	100+20.00	100+20.00	100+20.00
100+30.00	18"	100+30.00	100+30.00	100+30.00
100+40.00	18"	100+40.00	100+40.00	100+40.00
100+50.00	18"	100+50.00	100+50.00	100+50.00
100+60.00	18"	100+60.00	100+60.00	100+60.00
100+70.00	18"	100+70.00	100+70.00	100+70.00
100+80.00	18"	100+80.00	100+80.00	100+80.00
100+90.00	18"	100+90.00	100+90.00	100+90.00
100+100.00	18"	100+100.00	100+100.00	100+100.00
100+110.00	18"	100+110.00	100+110.00	100+110.00
100+120.00	18"	100+120.00	100+120.00	100+120.00
100+130.00	18"	100+130.00	100+130.00	100+130.00
100+140.00	18"	100+140.00	100+140.00	100+140.00
100+150.00	18"	100+150.00	100+150.00	100+150.00
100+160.00	18"	100+160.00	100+160.00	100+160.00
100+170.00	18"	100+170.00	100+170.00	100+170.00
100+180.00	18"	100+180.00	100+180.00	100+180.00
100+190.00	18"	100+190.00	100+190.00	100+190.00
100+200.00	18"	100+200.00	100+200.00	100+200.00

FORWARD CORPORATION  
 219 N FRONT ST.  
 STANDISH, MI 48668  
 UTILITY PLAN  
 FOR  
 FORWARD CORPORATION - 2870 S OTSEGO AVE, GAYLORD, MI 49735

DATE: 12/17/2013  
 DRAWN BY: J. W. BROWN  
 CHECKED BY: J. W. BROWN

SCALE: 1" = 40'  
 SHEET: C-5.0

FILE NO: 12/17/2013  
 PROJECT: 12/17/2013

DATE: 12/17/2013  
 DRAWN BY: J. W. BROWN  
 CHECKED BY: J. W. BROWN

SCALE: 1" = 40'  
 SHEET: C-5.0

FILE NO: 12/17/2013  
 PROJECT: 12/17/2013

DATE: 12/17/2013  
 DRAWN BY: J. W. BROWN  
 CHECKED BY: J. W. BROWN

SCALE: 1" = 40'  
 SHEET: C-5.0

FILE NO: 12/17/2013  
 PROJECT: 12/17/2013

DATE: 12/17/2013  
 DRAWN BY: J. W. BROWN  
 CHECKED BY: J. W. BROWN

SCALE: 1" = 40'  
 SHEET: C-5.0

FILE NO: 12/17/2013  
 PROJECT: 12/17/2013

DATE: 12/17/2013  
 DRAWN BY: J. W. BROWN  
 CHECKED BY: J. W. BROWN

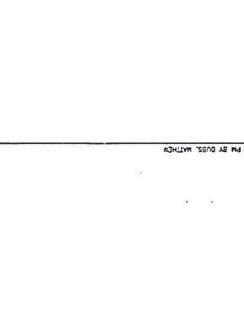
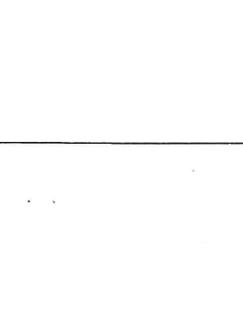
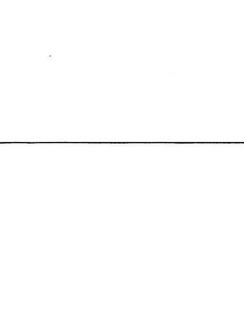
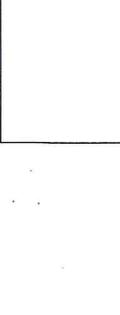
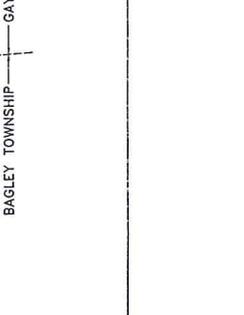
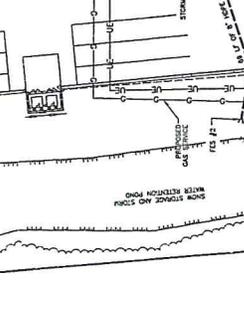
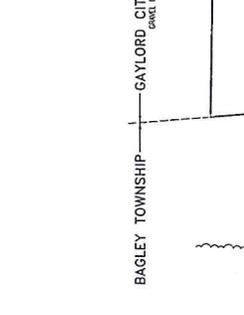
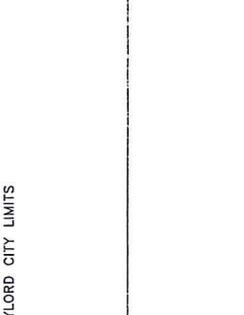
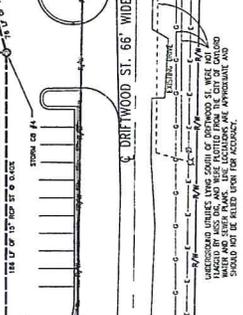
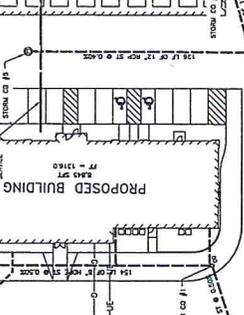
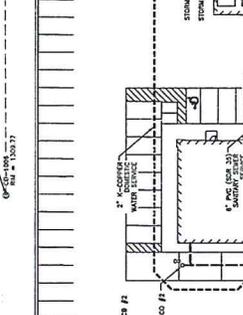
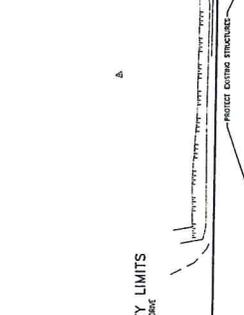
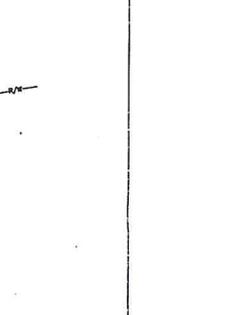
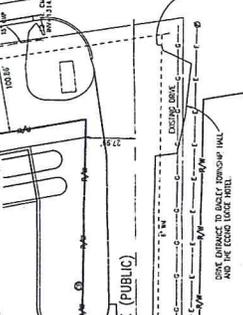
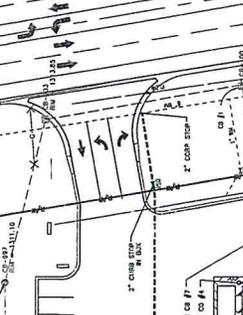
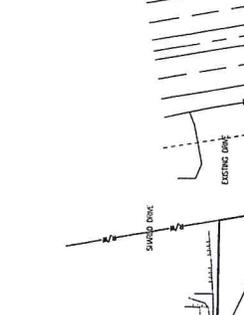
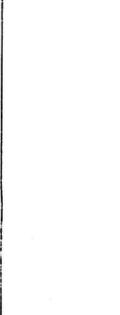
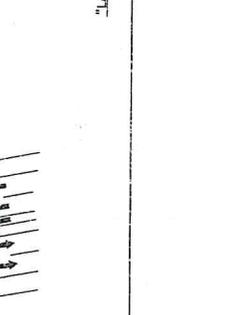
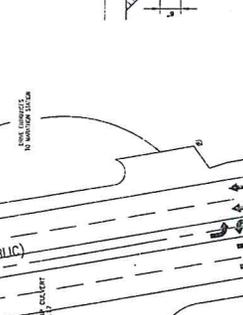
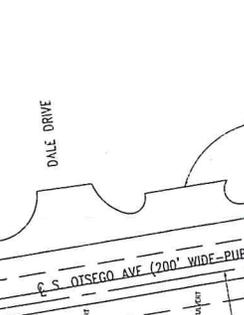
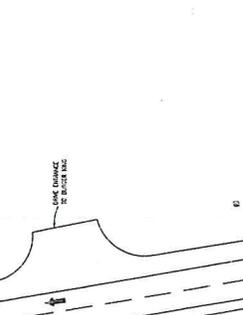
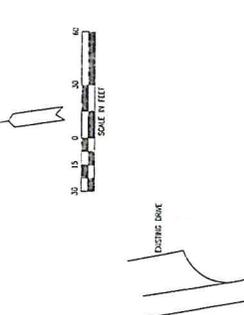
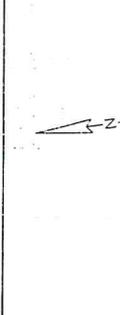
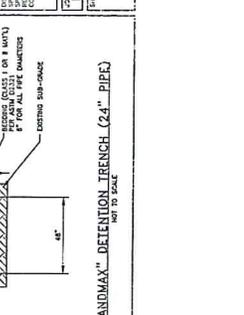
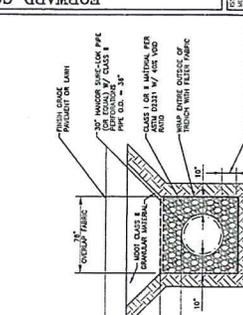
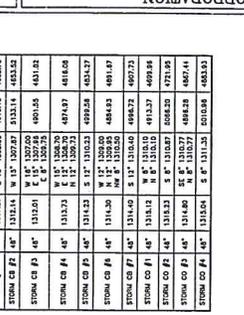
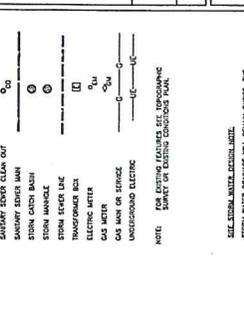
SCALE: 1" = 40'  
 SHEET: C-5.0

FILE NO: 12/17/2013  
 PROJECT: 12/17/2013

DATE: 12/17/2013  
 DRAWN BY: J. W. BROWN  
 CHECKED BY: J. W. BROWN

SCALE: 1" = 40'  
 SHEET: C-5.0

FILE NO: 12/17/2013  
 PROJECT: 12/17/2013



**OTSEGO COUNTY  
PLANNING COMMISSION**

**PUBLIC HEARING NOTICE  
May 21, 2018**

The Otsego County Planning Commission will hold a public hearing on Monday, May 21, 2018 at 6:00 pm 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. **Forward Corporation**, owners, request a Special Use Permit/Site Plan Review for property located in Bagley Township on Driftwood Ln Gaylord, MI 49735. The proposed use of the property is to provide a storm water retention pond / snow storage for an adjacent City of Gaylord gas station project. The property is located in a R2/General Residential Zoning District.

Parcel identification number: **011-760-000-031-00**  
**Driftwood Ln**  
**Gaylord, MI 49735**

**Legal Description:**

LOT 31 SUMMERS & HOLMES.

2. **SECTION 21.33 RECREATIONAL EQUIPMENT OR TRAILER**

*Proposed amendments to the above section of the Otsego County Zoning Ordinance*

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 989.731.7400.



*Otsego*  
**COUNTY**  
M I C H I G A N

**Department of  
Land Use Services**

1322 Hayes Rd • Gaylord, MI 49735  
Phone: 989.731.7400 • Fax: 989.731.7419  
[www.otsegocountymi.gov](http://www.otsegocountymi.gov)

January 4, 2018

Bagley Township  
PO Box 52  
Gaylord, MI 49734

Pursuant to Article 27 of the Otsego County Zoning Ordinance/Township Participation in County Zoning, I am forwarding the application for a Special Use Permit.

If you require the applicant, Forward Corporation, be present at your meeting, they can be notified at the following:

Forward Corporation  
219 N Front St  
Standish, MI 48658  
989.946.7104

If you have any questions, please contact us and we will be glad to assist you. We anticipate your input concerning this matter. Thank you for your participation in County Zoning.

Sincerely,



James Mouch  
Otsego County Land Use Director

cbw

encl

# Bagley Township Planning Commission

## Bagley Township, Michigan

*Established 1868*

*January 25, 2018*

*Subject: Meeting Minutes and record of decisions for Scheduled Meeting on the above date.*

*Parcel Involved:*

*Case 1. 69 011 225 000 002 00, Construction of New Self Storage Warehouses, North Otsego Lake Drive*

*Case 2. PZSU 17-003 Construction of New Forward's station and C Stores at South Otsego and Driftwood Street*

*Item 1. Discussion and Recommendation of Zoning Ordinance changes to Restricted Uses (S 21.34)*

*Item 2. Discussion and Recommendation of Zoning Ordinance changes to Home Occupations (S 21.12)*

*Item 3. Discussion and Recommendation of Zoning Ordinance changes to Signs and Billboards (S 21.38)*

*Item 4. Discussion and Recommendation of Zoning Ordinance changes to Fences (21.10)*

---

*Members Present:*

*Ken Arndt  
Brian Goebel  
Wally Loney by Skype  
Larry Beckett*

*Other Attendees:*

*Michelle Noiro, Supervisor  
Celeste Szymanski, Voting Trustee, Planning Commission*

*Citizens Attending: Representative for Forward's Corporation (Wade Trim);  
Representative for proposed self-storage units: None*

*Meeting Opened at 7:00PM by Arndt*

**Case 2. Forward Corporation.** (City of Gaylord) Members reviewed and consented to general and specific findings of fact presented by OCZD as summarized by the chair. Chair notes that the only specific recommendations made by this commission applies to Bagley property at the west side of the Forwards property planned as the catchment basis and snow storage area. Other discussions are a request to the developer to comply with certain conditions.

Wade Trim representative explained the project and discussed his understanding that the contamination noted in the past had been fully remediated. He also indicated that the plans the commission saw were final and approved by the key public entities controlling access, runoff and so on (as noted on the plans).

Meeting opened for public comment. None offered.

Meeting closed to public comment for commission discussion.

Bagley Township Supervisor asked that no changes be made to the access on Driftwood which would further congest traffic from the motel and from the township hall. Representative indicated that there were no further plans to change the layout to the station or its access.

Chair asked about runoff calculations and sufficiency of the catchment basin. Representative agreed to provide engineer's comments and support for the catchment basin adequacy and estimated runoff from the roof and paved areas of the site.

Discussion followed concerning lighting arrangements IAW with zoning requirements.

Discussion ended at 7:20 PM.

Commission requested two items at the county commission meeting:

1. Documentation that the previous fuel spills were effectively remediated.
2. Explanation of the calculations of the water runoff plan showing that the catchment basin was sufficient to hold expected water runoff.

**Motion made by Brian Goebel to approve the plan for the water runoff holding area and use of the area as intended conditioned on receiving the information in 1 and 2 above. Seconded by Larry Beckett.**

*All in favor, none opposed. 7:40PM*

**Case 1. West Street Investment LLC's Proposed Construction of self-storage units along North Otsego Lake Drive.**

The project was not represented by an owner or owner's representative. Members listened to the chair's comments based on examination of the plans and discussion with the zoning director and examined the drawing prepared DEM architects and the general and specific finding of facts. General and specific findings of fact that did not become consent items in this case.

1. Among the essential findings are that the area is zoned B-2 and suitable for the project.
2. Water system is private and shared within the development.
3. Residential uses are not generally permitted in this zoning district except as used for a family care facility or a commercial day care. Both of these uses would require substantially different structure development than that proposed.
4. Any residential use of the existing proposed property improvements as planned would require a separate development plan and permitting.

Meeting Closed to public discussion.

Commission felt that the proposed primary use was supportable in the current location and would provide useful service to the public.

Notes on the plan with respect to adding some units with water and sewer brought negative comments by the commission given the lack of specific information provided. The sentiment was that, if build out to office or other uses was anticipated, the changes to the plan in place will have to be more fully developed. The commission felt that adding water and sewer to the planned self-storage units invited temporary use of the units as substandard housing, whether the units were occupied by a small RV unit or simply occupied as living area. Given the probable water runoff and the site area occupied by the buildings, the commission found it difficult to see where a drain field could be installed (shared water, private sewer required in this sub).

Consensus developed that the self-storage units were a useful development but that no water and sewer should be added to the units and no further build out beyond the shell storage units should be allowed without further permitting. Feeling was unanimous. BG felt that installed heating could be a benefit to the public since heated storage brings a premium price in the storage markets. No disagreement.

**Larry Beckett made a motion that we recommend approval of the self-storage structures with heat at the option of the owner, but without water or sewer or further build out allowed without additional permitting.**

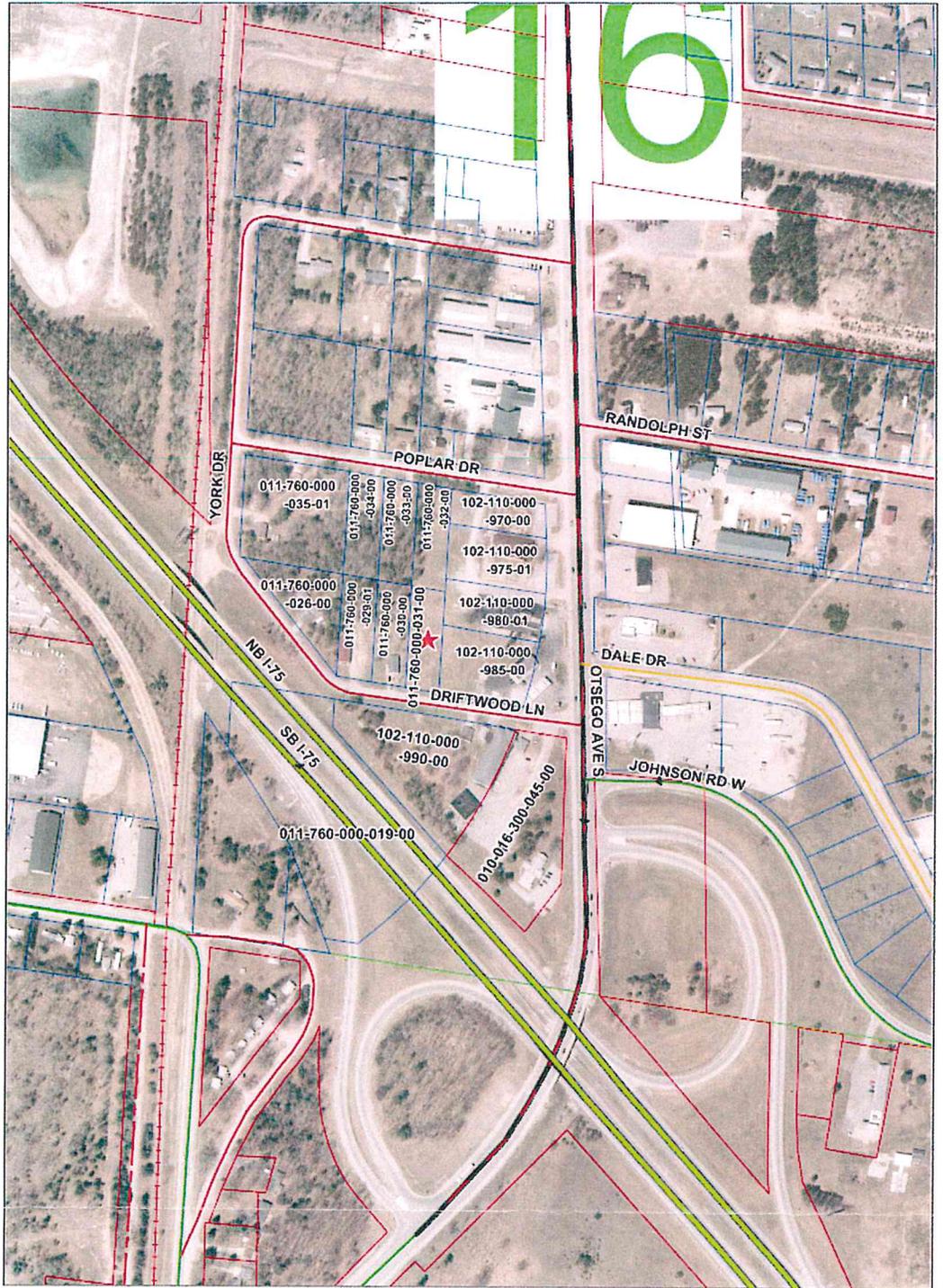
**Wally Loney seconded the motion.**

**All in favor, none opposed. 8:12PM**

PZSU17-003 011-760-000-031-00 Driftwood Ln

OWNERS WITHIN THREE HUNDRED FEET (300')								
Parcel Number	Property Address	Owner	Mailing Address			Record Acres	Zoning Code	
010-016-300-045-00	2946 OLD 27 S	BAGLEY TOWNSHIP	PO BOX 52	GAYLORD	MI	49734-0052	2.80	B3
011-760-000-019-00		STATE HIGHWAY	PO BOX 30050	LANSING	MI	48909-7550	5.55	B3
011-760-000-026-00	656 DRIFTWOOD LN	MUTER - SMITH	656 DRIFTWOOD LN	GAYLORD	MI	49735-9407	0.96	R2
011-760-000-029-01	620 DRIFTWOOD LN	KELLY, WILLIAM TROY	900 N KINGSBURY ST	CHICAGO	IL	60610-7436	0.68	R2
011-760-000-030-00	638 DRIFTWOOD LN	K&G STORAGE LLC	547 E PETOSKEY ST	GAYLORD	MI	49735-1622	0.66	R2
011-760-000-031-00		FORWARD CORPORATION	219 N FRONT ST	STANDISH	MI	48658-9428	0.66	R2
011-760-000-032-00		MIDWEST HOMES INC	3424 CORWIN RD	WILLIAMSTON	MI	48895-9711	0.66	R2
011-760-000-033-00	607 POPLAR DR	TEMPLE, ROBERT C & ANGELA	PO BOX 502	GAYLORD	MI	49734-0502	0.67	R2
011-760-000-034-00	627 POPLAR DR	HALL, DENISE M	627 POPLAR DR	GAYLORD	MI	49735	0.68	R2
011-760-000-035-01	647 POPLAR DR	MAYER, GARY & ANN TRUST	647 POPLAR DR	GAYLORD	MI	49735	2.03	R2
102-110-000-970-00		SOUTHSIDE CROSSING LLC	3424 CORWIN RD	WILLIAMSTON	MI	48895	0.63	N/A
102-110-000-975-01	2782 S OTSEGO AVE	WILBURN PROPERTIES LLC	3394 CORWIN RD	WILLIAMSTON	MI	48895	1.05	N/A
102-110-000-980-01	2804 S OTSEGO AVE	MCTAGGART FAMILY LLC	219 N FRONT ST	STANDISH	MI	48658	0.91	N/A
102-110-000-985-00	2834 S OTSEGO AVE	FORWARD ENTERPRISES	219 N FRONT ST	STANDISH	MI	48658	1.20	N/A
102-110-000-990-00	2880 S OTSEGO AVE	SHRI LAKSHMI HOLDINGS INC	855 ST RT 103	BLUFFTON	OH	45817	2.81	N/A

PZSU17-003  
 011-760-000-031-00  
 DRIFTWOOD LN



- |                    |                    |
|--------------------|--------------------|
| 010-016-300-045-00 | 102-110-000-970-00 |
| 011-760-000-019-00 | 102-110-000-975-01 |
| 011-760-000-026-00 | 102-110-000-980-01 |
| 011-760-000-029-01 | 102-110-000-985-00 |
| 011-760-000-030-00 | 102-110-000-990-00 |
| 011-760-000-031-00 |                    |
| 011-760-000-032-00 |                    |
| 011-760-000-033-00 |                    |
| 011-760-000-034-00 |                    |
| 011-760-000-035-01 |                    |

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**  
 M I C H I G A N

**Paid By:**

FORWARD CORPORATION  
 219 N FRONT ST  
 STANDISH, MI 48658-9428

RECEIPT NUMBER

**01314434**

12/22/2017

Type	Record	Category	Description	Amount
Permit	PZSU17-003	ADMIN ZONING	SPECIAL USE PERMIT/PC	\$ 700.00

<b>Total</b>	<b>\$ 700.00</b>
Cash	
Check	\$ 700.00
Credit	
Transferred	
<b>Tendered</b>	<b>\$ 700.00</b>
<b>Change</b>	<b>\$ 0.00</b>
<b>To Overpayment</b>	<b>\$ 0.00</b>

**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**

**PZSU17-003  
Special Use Permit/Site Plan Review  
011-760-000-031-00**

**Revised:**

**GENERAL FINDING OF FACT**

1. This is a proposal for a Storm Retention Pond / Snow Storage for an adjacent City of Gaylord gas station project. *Exhibit #1, Exhibit #6*
2. The property is located in a R2/General Residential Zoning District. *Exhibit #2*
3. The proposed use is a permitted use in a R2/General Residential Zoning District with the approval of a special use permit. *Exhibit #3*
4. The proposed property is .67 acres. *Exhibit #4*
5. The property is currently under the ownership of Forward Corporation. *Exhibit #4*
6. The Public Hearing Notice was published in the Herald Times on March 2, 2018. *Exhibit #7*
7. The requirements of Article 27 of the Otsego County Zoning Ordinance have been met. *Exhibit #8, Exhibit #9*
8. All property owners within three hundred (300') feet were properly notified of the public hearing. *Exhibit #10*
9. 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*
10. The required fees have been collected by Otsego County Land Use Services. *Exhibit #11*
11. The application deemed complete by Land Use Services. *Exhibit #1*
12. 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/Representative. *Exhibit #4, Exhibit #6, Exhibit #7, Exhibit #10, Exhibit #11, Exhibit #12...*
13. The Storm Retention Pond has been adequately sized per letter and calculations dated March 16, 2018 from Wade Trim. *Exhibit #14*
14. There are no immediate concerns with the location or depth of the Storm Retention Pond per Health Department letter dated March 26, 2018. *Exhibit #16*

**OTSEGO COUNTY  
PLANNING COMMISSION**

**PZSU17-003  
Special Use Permit/Site Plan Review  
011-760-000-031-00**

**SPECIFIC FINDING OF FACT**

**FINDINGS UNDER ARTICLE 5 / SECTION 5.2**

**ARTICLE 5 R2 GENERAL RESIDENTIAL DISTRICT**

**SECTION 5.2 PERMITTED USES SUBJECT TO SPECIAL CONDITIONS**

The following uses may be permitted, subject to the conditions herein imposed for each use, the review standards of [Article 19](#) and only after the review and approval of the site plan by the Planning Commission. [See [Article 21](#) for applicable Specific Requirements for Certain Uses, if any and [Article 23](#) for Site Plan Requirements.]

**5.2.1 All uses subject to special conditions in the [R1](#) District**

5.2.2 The following uses provided there is direct access to a County primary or State trunkline highway, as defined by the County Road Commission:

5.2.2.1 Motels and hotels provided there is a minimum lot width of one hundred fifty (150) feet

5.2.2.2 Fraternal halls, sportsmen associations, and athletic clubs within completely enclosed buildings with a minimum lot of five (5) acres with a road frontage of two hundred (200) feet

5.2.2.3 Professional offices for medical, dental, legal, engineering, architectural, or accounting services

5.2.2.4 Convenience retail establishments

5.2.3 Churches

5.2.4 Manufactured Housing Parks

5.2.5 Hospitals Convalescent or Nursing Home Care Facilities

**FINDINGS UNDER ARTICLE 4 / SECTION 4.2**

**ARTICLE 4 R1 RESIDENTIAL DISTRICT**

**SECTION 4.2 PERMITTED USES SUBJECT TO SPECIAL CONDITIONS**

The following uses may be permitted, subject to the conditions herein imposed for each use, the review standards of [Article 19](#) and only after the review and approval of the site plan by the Planning Commission. [See [Article 21](#) for applicable Specific Requirements for Certain Uses, if any, and/or [Article 23](#) for Site Plan Requirements.]

4.2.1 Churches, public libraries, public buildings (excluding public works garages and storage yards) and uses normally incidental thereto

4.2.2 Public, parochial, and other private elementary, middle, and/or secondary schools; and all accessory school bus parking lots

4.2.3 Colleges, and other institutions of higher learning, public or private, offering courses in general, technical, or religious education, all are subject to the following conditions:

4.2.3.1 Any use permitted herein shall be developed only on sites of at least five (5) acres in area

4.2.3.2 No building other than a structure for residential purpose shall be closer than fifty (50) feet to any property line

4.2.4 Private, Non-commercial recreational areas and recreational facilities

4.2.5 Golf courses, or miniature golf courses, providing that:

4.2.5.1 Accessory restaurant and bar uses shall be housed within the club house. Uses strictly related to operation of the golf course itself, such as maintenance garage, or pro shop, may be located in separate structures. No structure, except minor rain shelters, shall be located closer than seventy (70) feet from the lot - line of any adjacent residential land and from any public right-of-way;

4.2.5.2 All parking areas shall be surfaced or so treated as to prevent any dust nuisance;

4.2.5.3 Refer to [Article 21.11](#) for additional conditions pertaining to golf courses

4.2.6 Group care facilities meeting applicable state licensing requirements

4.2.7 Utility and essential service structures when their operating requirements necessitate locating the facilities within the district in order to serve the immediate vicinity (storage yards excluded). [Permit criteria include [Article 21.10](#) regarding screening fence]

4.2.8 Personal Wireless Services Telecommunications Towers and Facilities one hundred fifty (150) feet or less in height, self-supporting (lattice) or guyed [Permit criteria includes [Article 21.46](#)]

4.2.9 WTG Small: Permitted as an accessory use to an allowed Principal Use

4.2.10 Unlisted property uses if authorized under [Article 21.44](#)

**\*Permitted Use Subject to Special Conditions in R2 Zoning District**

**FINDINGS UNDER ARTICLE 21 /SECTION 21.10**

**SECTION 21.10 FENCES**

21.10.1 Fences designed to enclose property in any district shall be subject to the following conditions:

21.10.1.1 Fences in [R1](#), [R2](#), [R3](#) or [RR](#) Districts, or any platted subdivision, site condo or PUD shall not contain barbed wire or be electrified.

21.10.1.2 No fence shall exceed six (6) feet in height in the side or rear yard. No fence in the front yard setback shall exceed four (4) feet in height and shall be of a design and material that does not obscure the vision of drivers of vehicles at any driveway entrance or exit, street intersection or other pedestrian or vehicle property access point.

21.10.2

Specific Nonresidential Uses Requiring Fences	Minimum height for fence or wall	Function(s)	
		Screen/protect	Obscure
Drive-in restaurants, gasoline stations and vehicle repair	6'0"	X	X
Hospital and funeral home service entrances	6'0"		X
Institutional playgrounds	6'0"	X	X
Parking lots	6'0"		X
Utility buildings and substations	6'0"	X	X
Public swimming pools	6'0"		X
Junk yards	8'0"	X	X
Open storage areas of any use	6'0"		X

Note: These uses in [21.10.2](#) are required to be fenced or screened in all cases regardless of the use orientation to residential zoning districts or residential uses.

21.10.3 Protective and adequate fencing shall be required around all outdoor swimming pools, and shall not be less than four (4) feet, six (6) inches above the established grade.

21.10.4 All plans for fences or walls must be approved by the Zoning Administrator for construction specifications designed to fulfill the primary function of protection and/or screening. All fences shall be maintained in a pleasing appearance.

21.10.5 The Planning Commission shall be empowered to modify fence and wall requirements as deemed necessary by conditions affecting a particular development, or to waive requirements where general welfare concerns are not served by compliance with these standards, such as the existence of permanent natural features, where there is sufficient visual or protective separation, or where there is nothing to separate. Waivers shall not be granted where such characteristics are of a temporary nature or because the adjacent area is not yet developed.

## \*Planning Commission input

### FINDINGS UNDER SECTION 21.18

#### SECTION 21.18 LANDSCAPING

##### 21.18.1 PURPOSE

The purpose of this section is: to protect and enhance property values, economic welfare and community attractiveness; to provide beneficial climatic impacts by cleaning the air and providing shade; to protect health, safety and welfare by reducing air and water borne pollutants, flooding and noise; to mitigate adverse effects of sighting different uses near one another through buffering; to facilitate preservation of existing valuable trees and other vegetative cover; to provide wildlife habitat and environmental standards within developed areas; to protect privacy.

##### 21.18.2 General Performance Standards:

This, [Section 21.18 Landscaping](#), requirements shall not apply to single family residences located on individual lots. The Section shall apply to residential plats and site condominiums.

All areas not covered by buildings, parking or other structures shall be treated with landscape materials including street trees, shrubs and groundcovers consistent with these provisions. The selected combination of plant materials shall be a harmonious combination of deciduous and evergreen trees, shrubs, vines and/or ground covers so arranged to present an aesthetically pleasing whole.

##### 21.18.2.1 Landscape Materials:

All landscape materials planted pursuant to the provisions of this section shall be healthy and compatible with the local climate, site soil characteristics, drainage and available water supply.

Trees and shrubs should be at least, at the time of planting, the sizes as outlined in this section and shall be consistent with the current American Standard for Nursery Stock as set forth from time to time by the American Association of Nurserymen.

Deciduous trees shall be not less than one and one-half (1 ½) inches in diameter for single family residential uses and two and one-half (2 ½) inches in diameter for other uses.

Coniferous trees should be at least six (6) feet in height. Shrubs shall be of a size generally known in the nursery industry as requiring at least a five (5) gallon container.

All planting beds constructed pursuant to [Sections 21.18.2](#), [21.18.5](#) and [21.18.6](#) shall be mulched with mulch cover at least three (3) inches deep to retain moisture around roots.

Trees shall be planted on the project sites so as to allow for their desired mature growth.

Access to or view of fire hydrants shall not be obstructed from any side.

Plantings shall be designed so as to not conflict with power lines or impede fire safety services.

##### 21.18.2.2 Irrigation & Maintenance Performance Standards:

All uses with the exception of single family residential, which are landscaped with live plants, pursuant to this Section shall be equipped with a watering system which will provide sufficient water to maintain plants in a healthy condition.

21.18.2.2.1 Whenever the landscaped area required by [Sections 21.18.3](#), [21.18.5](#) and [21.18.6](#) is two thousand (2,000) square feet or more of living plants whether or not the plants are contiguous, the site shall have a permanent irrigation system capable of meeting the typical watering requirements of all the plant materials on site.

21.18.2.2.2 Whenever there is less than two thousand (2,000) square feet of landscaped area required by [Sections 21.18.3](#), [21.18.5](#) and [21.18.6](#) on a site, there should be at least one reliable water source available during the growing season. The hose bib or other water source shall be within fifty (50) feet from a border of the plants.

21.18.2.2.3 All irrigation systems shall be maintained in good working condition.

21.18.2.2.4 Irrigation requirements may be adjusted in part or in whole by the Zoning Administrator for landscape areas having established healthy plant material, or where irrigation is deemed unnecessary for plant health and survival.

All plants required by this Section shall be maintained in a live and healthy state. Dead or unsalvageable unhealthy plants shall be replaced with the size and type of plants required on the site development plan and by this Section. Plant materials including grasses and herbaceous plants uses on berms, along road sides, etc. shall be routinely maintained during growing seasons. When growing in close proximity to residential land uses, grasses and common weeds shall be maintained at a height of ten (10) inches or less.

All fences, walls and similar structures shall be maintained in good condition. Chipped paint, missing fence pieces, leaning or fallen portions of a fence or other forms of deterioration shall immediately be replaced or repaired.

Replacement of plants may be delayed whenever the Zoning Administrator determines that extenuating circumstances beyond the owner's control prevent the immediate replacement of the dead or unhealthy plants within a time established by the Zoning Administrator. In any event, the dead or salvageable plants shall be replaced within nine (9) months of the time the plants are clearly dead.

#### 21.18.2.3 Existing Vegetation:

If there is no practical alternative in terms of sighting buildings and other development, trees and other plants may be removed.

Significant shrubs, grasses and trees are to be preserved within areas not required for development.

Healthy, younger mature plants shall be preserved which would normally succeed older plants.

Natural vegetation shall be preserved within areas below an ordinary high water mark of a lake, stream or other water body.

Existing vegetation to be preserved shall be protected during construction with barriers as required and approved by the Zoning Administrator.

The application of landscape standards within this Ordinance may be adjusted in part or in whole by the Zoning Administrator to allow credit for established healthy plant material to be retained on or adjacent to the site if such an adjustment is consistent with the intent of this Ordinance.

21.18.2.4 Berms constructed pursuant to [Section 21.18.3](#) shall be constructed with slopes not to exceed one to three (1:3) gradient with side slopes designed and planted to prevent erosion, and with a rounded surface a minimum of two (2) feet in width at the highest point of the berm, extending the length of the berm. Berm slopes shall be protected with sod, seed, shrubs or other form of natural ground cover.

#### 21.18.3 Buffer Yards:

Buffer yards shall be constructed to mitigate problems associated with traffic, noise, vibration, odor, glare, dust, smoke, pollution, water vapor, conflicting land uses and density, height, mass, layout of adjacent uses, loss of privacy, unsightly views and other potentially negative effects of development. Buffering may be achieved using landscape, building fences and berm or a combination of the above techniques.

Buffer yards shall be located on the outer perimeter of a lot or parcel, extending to the lot or parcel boundary line. Buffer yards shall not be located on any portion of an existing or dedicated public or Private Street or right-of-way.

[Tables I](#) and [II](#) shall be used to determine buffer yard dimensions and plant materials specifications. [Table I](#) is used to determine the type of Buffer yard (A, B, C, D, E, EX, or NA) which will be required between districts or users. Once the type of Buffer yard is obtained, [Table II](#) outlines the plant material specifications for alternative widths and specifications and treatments (walls, berms, etc.) of buffer yard. Each property line should be analyzed independently to determine the appropriate buffer yard required.

The buffer yard tables are to be considered minimum standards. Increased landscaping requirements may be imposed by the Zoning Administrator or the Planning Commission if it is determined any of the following conditions exist.

The type of required buffer yard will not sufficiently mitigate noise, glare, fumes, smoke, dust or unsightly views within the site.

The scale of the project in regard to mass and height indicates the need for a buffer yard developed specifically for the project.

The proposed use is next to an existing sensitive use such as a school, church or residential area.

#### 21.18.4 Roadside Greenbelt Buffers:

Unless as otherwise required by [Section 21.18.3](#), required front yards shall be landscaped with a minimum of one (1) tree, not less than one and one-half (1½) inches in diameter for single family residential uses and two and one half (2½) inches in diameter of other use, for each one thousand (1000) square feet, or major portion thereof, of front yard abutting a road right-of-way. The remainder of the greenbelt shall be landscaped provided however, rock or other inorganic ground cover shall not exceed twenty (20) percent of the yard area.

Access ways from public rights-of-way through required landscaped strips shall be permitted but such access ways shall not be subtracted from the square foot dimension used to determine the minimum number of trees required.

#### 21.18.5 Screening of Unsightly Areas:

Unsightly areas, including but not limited to outside storage areas, utility boxes and open areas where machinery or vehicles are stored or repaired, shall be screened from public sidewalks, streets and other areas from which the property is visible. Such screening shall not be located as to interfere with required maintenance activities of utility boxes.

Whenever plants are used as a screen, they should provide an effective opaque screen within three (3) years of the time they are planted.

The materials and colors of the screen should blend with the site and the surroundings.

#### 21.18.6 Parking Lot Screening:

Unless otherwise required by [Section 21.18.3](#) or [21.18.4](#), a no-building buffer strip not less than ten (10) feet wide shall be required on the perimeter of all parking lots containing twenty-seven hundred (2,700) square feet or more of parking area where not adjacent to buildings. Said buffer strip shall be used for landscaping, screening or drainage as required herein.

Landscaping design standards:

- 21.18.6.1 Any required planting strip shall be a minimum of ten (10) feet in width.
- 21.18.6.2 One (1) street tree shall be planted adjacent to the public right-of-way for each twenty-four (24) lineal feet of frontage. (This requirement shall not duplicate the requirements of [Sections 21.18.4](#) or [21.18.3](#).)
- 21.18.6.3 Where screens of non-living material are used, at least one (1) shrub or vine shall be planted on the right-of-way or property line side for each ten (10) lineal feet of screen or fraction thereof.
- 21.18.6.4 Parking lots with more than two (2) parking aisles shall require landscaped areas of at least ten (10) square feet of interior landscaping for each parking space, interior being defined as the area within the perimeter of the paved surface.
  - 21.18.6.4.1 Landscaped areas shall be a minimum of seventy-five (75) square feet with a minimum dimension of ten (10) feet. Interior landscape areas shall be designed so as to cause minimum interference with snow removal. Each interior landscape area shall include one (1) or more canopy trees based on the provision of one (1) tree per each one hundred (100) square feet of interior landscape area.

**\*Tree line being maintained as buffer between residential parcels - See Table I**



**FINDINGS UNDER SECTION 21.42**

**SECTION 21.42 TRASH RECEPTACLES/DUMPSTERS**

- 21.42.1 Residential Trash Receptacles shall be placed at curbside no earlier than twenty-four (24) hours from the scheduled pick-up day. Any trash receptacle placed at curb side shall be removed from curb side no later than twenty-four (24) hours after the scheduled pick-up day.
- 21.42.2 Commercial Trash Receptacles / Dumpsters may be placed upon a parcel of land in such a manner to facilitate loading and unloading. They may be placed no closer than ten (10) feet to any adjoining property. All Trash Receptacles shall be properly maintained with working lids and the lids shall be maintained in a closed position.
  - 21.42.2.1 During the site plan review process the Planning Commission or Zoning Administrator may require Commercial Businesses abutting land zoned Residential (R1, R2, R3, RR) or existing residential development in other zoning districts (HX) to maintain a greater setback than ten (10) feet but in no case shall the required setback be greater than twenty five (25) feet.
- 21.42.3 Temporary Commercial Construction Dumpsters are exempt from these regulations.
- 21.42.4 Trash Receptacles / Dumpsters meeting the requirements of [Sections 21.42.1, 21.42.2 & 21.42.3](#) shall not be considered unsightly areas as covered in [Section 21.18.5](#).

**\*Trash Receptacles enclosed**

**FINDINGS UNDER ARTICLE 19 / PERMITTED USES SUBJECT TO SPECIAL CONDITIONS:**

- 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 used 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 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.

**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 related to the standards established in the ordinance for the special land use under consideration and be necessary to insure compliance with those standards.

## James Mouch

---

**From:** Dubs, Matthew <mdubs@WadeTrim.com>  
**Sent:** Friday, March 16, 2018 4:08 PM  
**To:** James Mouch  
**Cc:** 'kenneth.arndt@arndtandassoc.com'; Abby Moniz; Nartker, Brian  
**Subject:** Forwards Gaylord - Bagley Twp. Pond Sizing  
**Attachments:** 20180316MOUC.pdf

Jim,

Please find the attached letter and calculations verifying the Storm Retention Pond has been adequately sized. Per the Bagley Twp. Planning Commission, it was requested that a letter be written and calculations provided for the sizing of the retention pond.

Thanks,  
Matt



Matthew Dubs, PE, Project Manager  
1403 S. Valley Center Drive  
P.O. Box 580 Bay City, MI 48707  
989.686.3100 office • 989.280.3838 cell





Wade Trim, Inc.  
1403 S. Valley Center Drive • PO Box 580 • Bay City, MI 48707  
989.686.3100 • www.wadetrim.com

March 16, 2018

Otsego County Land Use  
1322 Hayes Road  
Gaylord, Michigan 49735

Attention: James Mouch, Director

Re: Gaylord Forwards - Bagley Twp.  
Retention Pond Sizing

Dear Mr. Mouch:

Forwards Corporation is redeveloping their existing property within Gaylord City Limits. They are building a new commercial development to include Forwards gas station, Subway restaurant and Hops N Schnapps convenience store. Due to the project layout, they are proposing to use their adjacent property to construct a storm water retention pond. This property is a residential lot in Bagley Township. Due to current zoning, the development of a retention pond on the lot requires a Special Land Use Permit.

As part of Bagley Townships approval of the Special Land Use Permit for the pond, they had requested a letter be written confirming the design of the pond. Wade Trim designed the pond to accommodate a Type II 24-hour 100-year rainfall event. Attached are the calculations used to size the pond. If you have any questions or concerns, don't hesitate to contact us.

Very truly yours,

Wade Trim, Inc.

A handwritten signature in black ink, appearing to read 'Matthew Dubs', is written over a white background.

Matthew Dubs, PE  
Project Manager

MGD  
FWD2002.01B  
20180316MOUC.DOCX  
Attachment

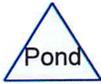
cc: Brian Nartker, Wade Trim; Abby Moniz, Forward Corporation;  
Kenneth Arndt, Bagley Township



Forwards Site



Residential Lot Pond



**Forwards-Gaylord-10yr24hr**

Type II 24-hr 10 yr Rainfall=3.29"

Prepared by Wade Trim

Printed 3/16/2018

HydroCAD® 10.00 s/n 02922 © 2011 HydroCAD Software Solutions LLC

Page 2

Time span=1.00-144.00 hrs, dt=0.05 hrs, 2861 points

Runoff by SCS TR-20 method, UH=SCS

Reach routing by Stor-Ind+Trans method - Pond routing by Stor-Ind method

**Subcatchment 1S: Forwards Site**

Runoff Area=125,089 sf 68.62% Impervious Runoff Depth=2.44"

Flow Length=150' Slope=0.0330 '/' Tc=1.6 min CN=92 Runoff=12.75 cfs 0.583 af

**Pond 5P: Residential Lot Pond**

Peak Elev=1,301.22' Storage=10,830 cf Inflow=12.75 cfs 0.583 af

Outflow=0.92 cfs 0.583 af

**Total Runoff Area = 2.872 ac Runoff Volume = 0.583 af Average Runoff Depth = 2.44"**  
**31.38% Pervious = 0.901 ac 68.62% Impervious = 1.971 ac**

**Forwards-Gaylord-10yr24hr**

Prepared by Wade Trim

HydroCAD® 10.00 s/n 02922 © 2011 HydroCAD Software Solutions LLC

Type II 24-hr 10 yr Rainfall=3.29"

Printed 3/16/2018

Page 3

**Summary for Subcatchment 1S: Forwards Site**

[49] Hint:  $T_c < 2dt$  may require smaller  $dt$

Runoff = 12.75 cfs @ 11.91 hrs, Volume= 0.583 af, Depth= 2.44"

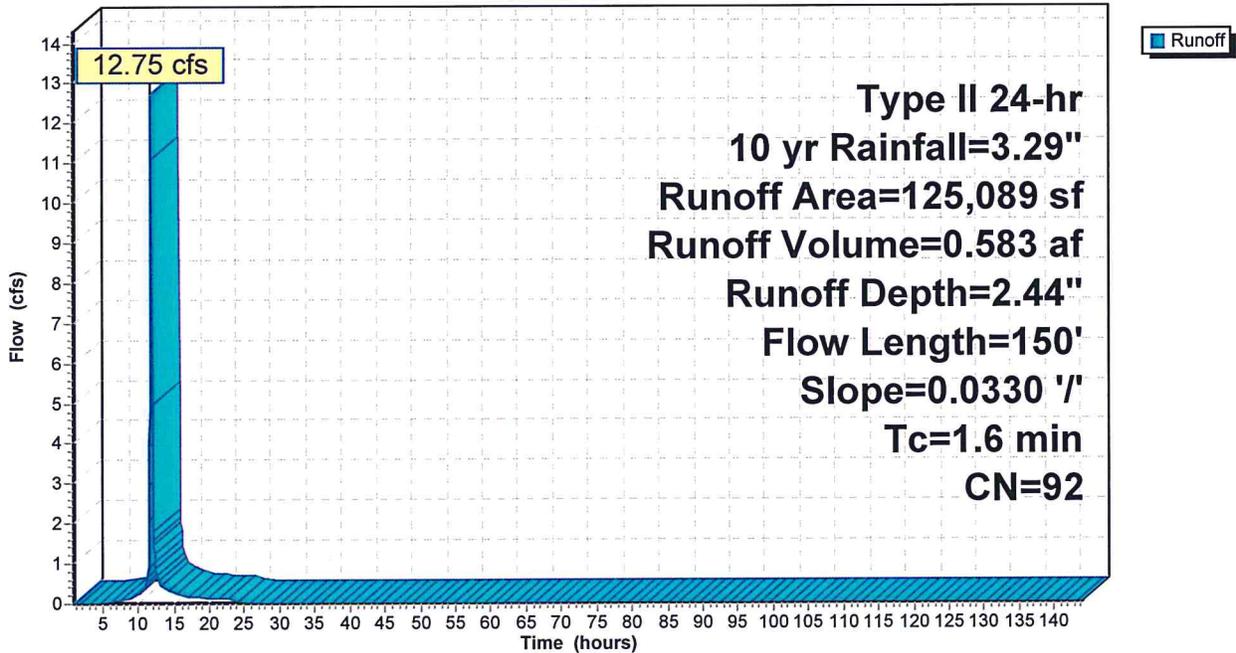
Runoff by SCS TR-20 method, UH=SCS, Time Span= 1.00-144.00 hrs,  $dt= 0.05$  hrs  
 Type II 24-hr 10 yr Rainfall=3.29"

Area (sf)	CN	Description
39,250	80	>75% Grass cover, Good, HSG D
76,994	98	Paved parking, HSG D
8,845	98	Roofs, HSG D
125,089	92	Weighted Average
39,250		31.38% Pervious Area
85,839		68.62% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
1.6	150	0.0330	1.54		Sheet Flow, Sheet Flow B Smooth surfaces n= 0.011 P2= 2.27"

**Subcatchment 1S: Forwards Site**

Hydrograph



**Summary for Pond 5P: Residential Lot Pond**

Inflow Area = 2.872 ac, 68.62% Impervious, Inflow Depth = 2.44" for 10 yr event  
 Inflow = 12.75 cfs @ 11.91 hrs, Volume= 0.583 af  
 Outflow = 0.92 cfs @ 12.45 hrs, Volume= 0.583 af, Atten= 93%, Lag= 32.5 min  
 Primary = 0.92 cfs @ 12.45 hrs, Volume= 0.583 af

Routing by Stor-Ind method, Time Span= 1.00-144.00 hrs, dt= 0.05 hrs  
 Peak Elev= 1,301.22' @ 12.45 hrs Surf.Area= 6,549 sf Storage= 10,830 cf

Plug-Flow detention time= 105.4 min calculated for 0.583 af (100% of inflow)  
 Center-of-Mass det. time= 105.3 min ( 894.9 - 789.5 )

Volume	Invert	Avail.Storage	Storage Description
#1	1,299.00'	24,983 cf	<b>Custom Stage Data (Conic)</b> Listed below (Recalc)

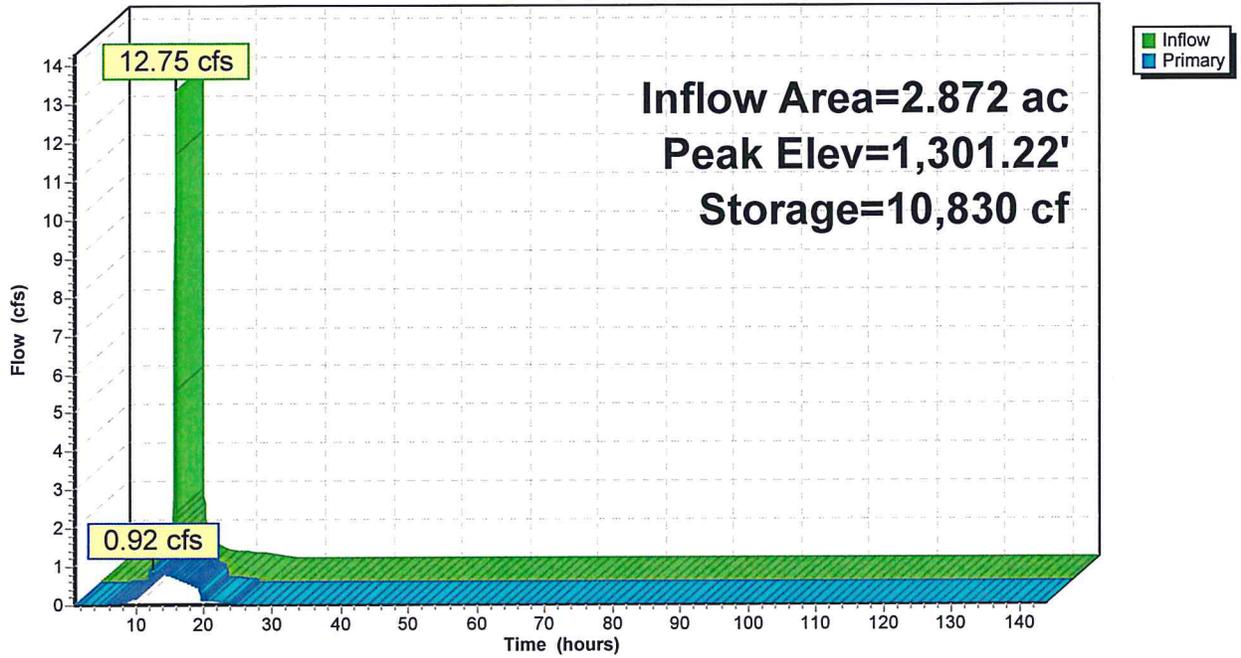
Elevation (feet)	Surf.Area (sq-ft)	Inc.Store (cubic-feet)	Cum.Store (cubic-feet)	Wet.Area (sq-ft)
1,299.00	3,272	0	0	3,272
1,300.00	4,717	3,973	3,973	4,734
1,301.00	6,220	5,451	9,424	6,260
1,302.00	7,779	6,985	16,409	7,847
1,303.00	9,395	8,574	24,983	9,496

Device	Routing	Invert	Outlet Devices
#1	Primary	1,299.00'	<b>6.000 in/hr Exfiltration over Wetted area</b>

**Primary OutFlow** Max=0.92 cfs @ 12.45 hrs HW=1,301.22' (Free Discharge)  
 ↑1=Exfiltration (Exfiltration Controls 0.92 cfs)

### Pond 5P: Residential Lot Pond

Hydrograph



**Forwards-Gaylord-10yr24hr**

Prepared by Wade Trim

HydroCAD® 10.00 s/n 02922 © 2011 HydroCAD Software Solutions LLC

Type II 24-hr 100 yr Rainfall=5.00"

Printed 3/16/2018

Page 6

Time span=1.00-144.00 hrs, dt=0.05 hrs, 2861 points  
Runoff by SCS TR-20 method, UH=SCS  
Reach routing by Stor-Ind+Trans method - Pond routing by Stor-Ind method

**Subcatchment 1S: Forwards Site**

Runoff Area=125,089 sf 68.62% Impervious Runoff Depth=4.09"  
Flow Length=150' Slope=0.0330 '/' Tc=1.6 min CN=92 Runoff=20.67 cfs 0.979 af

**Pond 5P: Residential Lot Pond**

Peak Elev=1,302.42' Storage=19,778 cf Inflow=20.67 cfs 0.979 af  
Outflow=1.18 cfs 0.979 af

**Total Runoff Area = 2.872 ac Runoff Volume = 0.979 af Average Runoff Depth = 4.09"**  
**31.38% Pervious = 0.901 ac 68.62% Impervious = 1.971 ac**

**Forwards-Gaylord-10yr24hr**

Prepared by Wade Trim

HydroCAD® 10.00 s/n 02922 © 2011 HydroCAD Software Solutions LLC

Type II 24-hr 100 yr Rainfall=5.00"

Printed 3/16/2018

Page 7

**Summary for Subcatchment 1S: Forwards Site**

[49] Hint:  $T_c < 2dt$  may require smaller  $dt$

Runoff = 20.67 cfs @ 11.91 hrs, Volume= 0.979 af, Depth= 4.09"

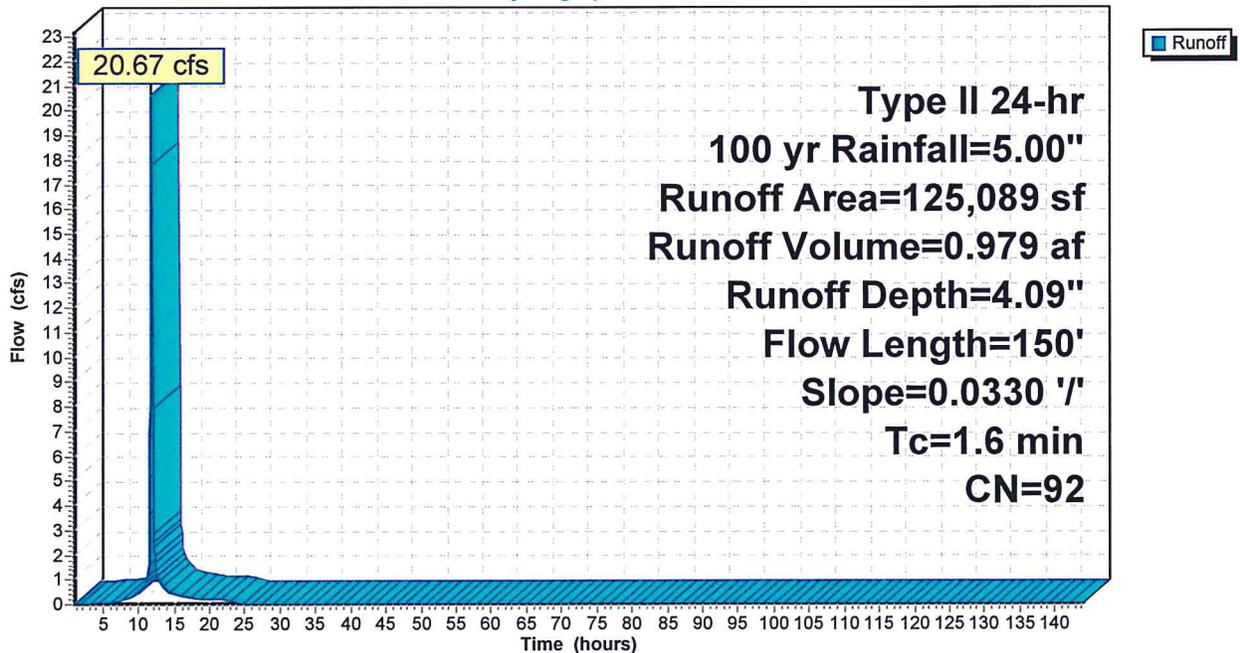
Runoff by SCS TR-20 method, UH=SCS, Time Span= 1.00-144.00 hrs,  $dt=0.05$  hrs  
 Type II 24-hr 100 yr Rainfall=5.00"

Area (sf)	CN	Description
39,250	80	>75% Grass cover, Good, HSG D
76,994	98	Paved parking, HSG D
8,845	98	Roofs, HSG D
125,089	92	Weighted Average
39,250		31.38% Pervious Area
85,839		68.62% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
1.6	150	0.0330	1.54		Sheet Flow, Sheet Flow B Smooth surfaces n= 0.011 P2= 2.27"

**Subcatchment 1S: Forwards Site**

Hydrograph



**Summary for Pond 5P: Residential Lot Pond**

Inflow Area = 2.872 ac, 68.62% Impervious, Inflow Depth = 4.09" for 100 yr event  
 Inflow = 20.67 cfs @ 11.91 hrs, Volume= 0.979 af  
 Outflow = 1.18 cfs @ 12.57 hrs, Volume= 0.979 af, Atten= 94%, Lag= 39.8 min  
 Primary = 1.18 cfs @ 12.57 hrs, Volume= 0.979 af

Routing by Stor-Ind method, Time Span= 1.00-144.00 hrs, dt= 0.05 hrs  
 Peak Elev= 1,302.42' @ 12.57 hrs Surf.Area= 8,432 sf Storage= 19,778 cf

Plug-Flow detention time= 163.6 min calculated for 0.978 af (100% of inflow)  
 Center-of-Mass det. time= 163.6 min ( 938.8 - 775.3 )

Volume	Invert	Avail.Storage	Storage Description
#1	1,299.00'	24,983 cf	<b>Custom Stage Data (Conic)</b> Listed below (Recalc)

Elevation (feet)	Surf.Area (sq-ft)	Inc.Store (cubic-feet)	Cum.Store (cubic-feet)	Wet.Area (sq-ft)
1,299.00	3,272	0	0	3,272
1,300.00	4,717	3,973	3,973	4,734
1,301.00	6,220	5,451	9,424	6,260
1,302.00	7,779	6,985	16,409	7,847
1,303.00	9,395	8,574	24,983	9,496

Device	Routing	Invert	Outlet Devices
#1	Primary	1,299.00'	<b>6.000 in/hr Exfiltration over Wetted area</b>

**Primary OutFlow** Max=1.18 cfs @ 12.57 hrs HW=1,302.42' (Free Discharge)  
 ↑1=Exfiltration (Exfiltration Controls 1.18 cfs)

### Pond 5P: Residential Lot Pond

Hydrograph

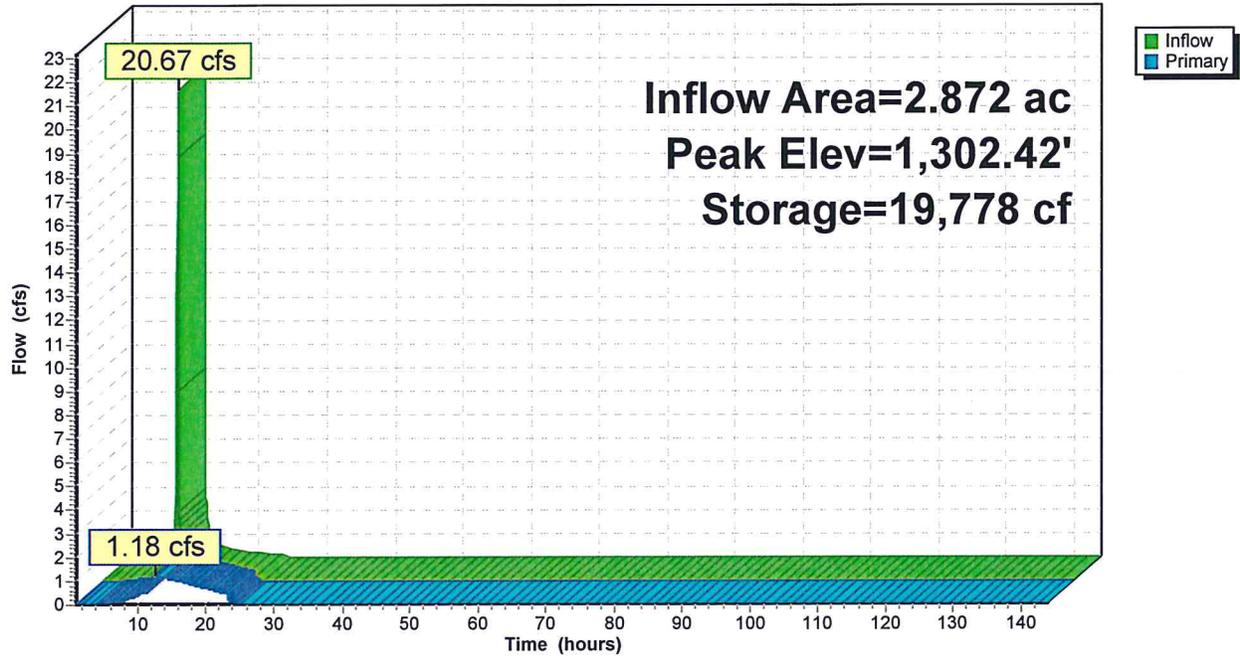






Exhibit 15



Exhibit 15



Exhibit 15



---

*Administrative Office*  
220 W. Garfield Ave.  
Charlevoix, MI 49720  
231 547 6523  
231 547 6238 - fax

209 Portage Dr.  
Bellaire, MI 49615  
231 533 8670  
231 533 8450 - fax

205 Grove St.  
Mancelona, MI 49659  
231 587 5052  
231 587 5313 - fax

3434 M-119, Suite A  
Harbor Springs, MI  
49740  
231 347 6014  
231 347 2861 - fax

95 Livingston Blvd.  
Gaylord, MI 49735  
989 732 1794  
989 732 3285 - fax

---

Dental Clinics North  
*Administrative Office*  
220 W. Garfield Ave.  
Charlevoix, MI 49720  
231 547 6523  
231 547 6238 - fax

Hospice of Northwest  
Michigan  
220 W. Garfield Ave.  
Charlevoix, MI 49720  
800 551 4140  
231 547 1164 - fax

Northern Michigan  
Regional Lab  
95 Livingston Blvd.  
Suite D  
Gaylord, MI 49735  
989 732 1794  
989 732 3285 - fax

---

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



March 26, 2018

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

RE: Forwards Gaylord, S. Otsego Ave

Dear Mr. Mouch:

Per your request I would offer the following regarding the proposed reconstruction of the Forwards Station on S. Otsego Ave, Gaylord, MI. Specifically you had questions with respect to the proposed retention pond relative to one or more individual water wells within the residential development directly west of this project.

1. A review of the well records for this area reveals most wells drilled to 40-60' deep with static water at 30'-35' below the natural ground surface. Other wells are deeper. No protective overburden exists.
2. The closest residential well is located at 638 Driftwood, the adjacent residential lot west of the proposed retention pond. This well is approximately 10' from the property line.
3. An office meeting with Mr. Craig Oakley, Senior Environmental Quality Analyst, of the MDEQ (Gaylord District Office) confirmed that this is an active groundwater contamination site but that they no longer believe there to be free product (gasoline related material) on the groundwater aquifer. He also confirmed that the vapor extrusion system is not currently in operation due to low levels of product. Finally, Mr. Oakley confirmed that the direction of groundwater from the Forward site is in an easterly direction and that their office has several monitoring wells that are tested at regular intervals.
4. A review of the site plan (provided by your office) for the project indicates the retention pond is to be dug to a depth of 4'-5'. Based on well records this should leave approximately 25'-35' of undisturbed soil above the drinking water aquifer for storm water runoff and treatment.

Based on this information, the Health Department of Northwest Michigan does not see any immediate concerns directly related to the retention pond, or surrounding water wells, for this project. It would be expected that small amounts of oil and gas would be present due to automobile activity at this location. These products are quite

volatile, meaning they gas off rapidly. The remaining amounts would likely be addressed by the natural soil microbiology and plant material (assuming the planting of grasses is proposed to these areas). This agency assumed that Forwards has a written policy for larger spills to protect the groundwater and that staff are trained in such matters. Again, the direction of groundwater flow is to the east away from these wells.

Please do not hesitate to contact this office with any further questions on this matter.

Respectfully,



Chuck Edwards, R.S.  
Environmental Health Supervisor, Otsego County office  
Health Department of Northwest Michigan

**OTSEGO COUNTY  
PLANNING COMMISSION**

**PUBLIC HEARING NOTICE**

May 21, 2018

The Otsego County Planning Commission will hold a public hearing on Monday, May 21, 2018 at 6:00 pm 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. Forward Corporation, owners, request a Special Use Permit/Site Plan Review for property located in Bagley Township on Driftwood Ln Gaylord, MI 49735. The proposed use of the property is to provide a storm water retention pond / snow storage for an adjacent City of Gaylord gas station project. The property is located in a R2/General Residential Zoning District.

Parcel identification number: **011-760-000-031-00**

**Driftwood Ln**

**Gaylord, MI 49735**

**Legal Description:**

LOT 31 SUMMERS & HOLMES.

**2. SECTION 21.33 RECREATIONAL EQUIPMENT OR TRAILER**

*Proposed amendments to the above section of the Otsego County Zoning Ordinance*

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 989.731.7400.

**Section 21.33**  
**Recreational Equipment**  
**Proposed Language**

**Definitions:**

**Recreational Equipment:** Travel trailers, pick-up campers, coaches, motorized dwellings, tent trailers, tentage, dune buggies, and other similar equipment meeting the intent of this Ordinance.

**Campgrounds:** A licensed campground is designed to accommodate short term guests occupying travel trailers, pick-up campers, coaches, motorized dwellings, tent trailers, tents, dune buggies, and other similar equipment meeting the intent of this Ordinance.

**Section 21.33.01**

**Parking**

The parking or storage of any recreational equipment in R1 & R2 Districts and platted subdivisions shall be allowed provided the following regulations are met:

- Section 21.33.01.01 No recreational equipment or trailers shall be parked or stored on any lot in a residential district except in a building, a rear or a side yard.
- Section 21.33.01.02 Set back requirements must be met in the respective zoning districts as follows:
- |                |               |        |
|----------------|---------------|--------|
| R1, R2, R3, RR | Side Set Back | 10 ft. |
|                | Rear Set Back | 30 ft. |
| FR, AR         | Side Set Back | 20 ft. |
|                | Rear Set Back | 40 ft. |
- Section 21.33.01.03: The unit is maintained in safe and ready running condition, has a valid and current license for highway travel, and can be towed from the premises by ordinary domestic vehicle on thirty (30) minutes notice.
- Section 21.33.01.04 The self-contained sanitary disposal system within the Recreational Equipment must be in working order and shall not be contrary to the public health, safety or welfare.

**Section 21.33.02**

**Recreational Equipment Dwelling (Temporary) - Permit Not Required**

Recreational Equipment may be used as a temporary dwelling without a permit provided the following regulations are met:

- Section 21.33.02.01 Recreational Equipment under this Section shall not be occupied for more than 60 days in any calendar year.
- Section 21.33.02.02
- |        |  |   |
|--------|--|---|
| R1, R2 | Number of Recreational Equipment Units Allowed | 0 |
| R3, RR | Number of Recreational Equipment Units Allowed | 1 |
- Section 21.33.02.03
- |        |  |   |
|--------|--|---|
| FR, AR | Number of Recreational Equipment Units Allowed | 2 |
|--------|--|---|

**Section 21.33.03**

**Alter, Enlarge, Repair**

The unit shall not be enlarged with any structural annex or addition.

**Section 21.33.2.04**

**Recreational Equipment used during Construction - Permit Required**

Recreational Equipment may be used as a temporary dwelling in any Zoning District until the owner or occupant thereof completes the construction or erection of a conventional housing unit for which a

Building Permit has been issued. Upon application for a temporary dwelling permit from the Zoning Administrator, the applicant may obtain a permit for an initial period not to exceed one hundred eighty (180) days from the effective date of the permit; and upon showing reasonable and diligent progress, may renew the permit for a maximum of an additional 180 days. Sanitary facilities are subject to Health Department approval.

**Section 21.33.05**

**Campgrounds – Special Use Permit Needed**

A Special use permit may be granted by the Planning Commission for a private Recreational Vehicle Park with tenting areas and used as a general camping ground (commercial campgrounds) in R3, FR, AR and B1 Districts when the site plan has been reviewed and approved by the Planning Commission, provided that the following conditions are met:

- Section 21.33.05.01 The minimum County and/or State of Michigan health requirements governing Recreational Vehicle Park with camping areas for public use are met.
- Section 21.33.05.02 The use is developed on a site of at least twenty (20) acres and is at least six hundred (600) feet in width.

## Existing Language

### **SECTION 21.33 RECREATIONAL EQUIPMENT OR TRAILER**

For the purposes of this section, recreational equipment includes travel trailers, pick-up campers or coaches, motorized dwellings, tent trailers, dune buggies, and other similar equipment meeting the intent of this Ordinance.

21.33.1 The parking or storage of any recreational equipment or trailers in R1 & R2 Districts and platted subdivisions shall be subject to the following:

21.33.1.1 No recreational equipment or trailers shall be parked or stored on any lot in a residential district except in a rear yard and no such equipment shall be used for living, or housekeeping purposes when parked or stored on a residential lot.

21.33.1.2 Parking in a side yard may be permitted by the Zoning Administrator in those instances where the rear yard is inaccessible, or impractical to use.

21.33.2 Unless otherwise regulated in travel trailer courts in this Ordinance, travel trailers may be stored and/or occupied as temporary recreation housing in R3, RR, FR and AR Districts with a zoning permit granted by the Zoning Administrator, provided:

21.33.2.1 The unit is maintained in safe and ready running condition, has a valid and current trailer license for highway travel, and can be towed from the premises by ordinary domestic vehicle on thirty (30) minutes notice.

21.33.2.2 The unit shall be served by an approved on-site sanitary disposal system, but shall not be attached to the sanitary system (or to a water supply) in such a manner as to preclude the units' mobility as defined under Item 1 above.

21.33.2.3 No travel trailer permitted under this Section shall be occupied for more than forty-five (45) days in any calendar year.

21.33.2.4 The unit shall not be enlarged with any structural annex or addition.

21.33.2.5 Travel trailers may be used as temporary dwellings in any district until the owner or occupant thereof completes the construction or erection of a conventional housing unit for which a Building Permit has been issued. Upon application for a temporary dwelling permit from the Zoning Administrator, the applicant may obtain a permit for an initial period not to exceed one hundred eighty (180) days from the effective date of the permit; and upon showing reasonable and diligent progress, may renew the permit. Sanitary facilities are subject to Health Department approval.

21.33.2.6 Subject to review and approval by the County Planning Commission, travel trailers may be used in B3 or I District for the purpose of establishing a watchman or caretaker's office, but only as an accessory use to the main use of the premises. Time limitation on the duration of the use may be set by the Planning Commission.

21.33.3 Campgrounds: Special use permits may be granted by the Planning Commission for private travel trailer courts, tenting areas, and general camping grounds (commercial campgrounds) in R3, FR, AR and B1 Districts when the site plan has been reviewed and approved by the Planning Commission, provided that:

21.33.3.1 The minimum County and/or State of Michigan health requirements governing travel trailer courts and camping areas for public use are complied with.

21.33.3.2 The use is developed on a site of at least twenty (20) acres and is at least six hundred (600) feet in width.

21.33.3.3 No person shall occupy any trailer, tent, or house car unit for more than six (6) months in any one (1) year.

21.33.3.4 The use is effectively screened from public streets and thoroughfares, and adjacent R1, R2 or RR Districts.

21.33.3.5 Minimum dimensions shall be forty (40) feet by forty (40) feet for each site in a trailer court.

21.33.3.6 Site Plan is required. (See Article 23)