

**OTSEGO COUNTY
PLANNING COMMISSION**
October 15, 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 September 17, 2018 meeting
5. CONSENT AGENDA
6. PUBLIC PARTICIPATION FOR ITEMS NOT ON THE AGENDA:
(Please identify yourself for the record. All comments will be limited to two (2) minutes)
7. OTHER
8. PUBLIC HEARINGS
9. ADVERTISED CASES
10. UNFINISHED COMMISSION BUSINESS
11. NEW BUSINESS:
 1. Capital Improvement Plan 2019-2024 - *Review*
 2. Objective List 2018 - *Review*
 3. Elections
 4. Expiring Terms:
 - a. Paul Hartmann
 - b. Judy Jarecki
 - c. Steve Bauman
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 September 17, 2018

Call to Order: 6:00pm by Chairperson Hartmann

Pledge of Allegiance

Roll Call:

Present: Chairperson Hartmann, Vice Chairperson Jarecki, Mr. Borton, Mr. Brown, Mrs. Norton, Mr. Bauman, Ms. Corfis

Absent: Secretary Arndt, Mr. Hilgendorf, Mr. Klee, Mr. Caverson

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

Public Present: Mike Bienick, LLC Telecom Services, Dave Drews, Northern Michigan Engineering Inc, Hal M LaForest, Jeff Kempfer,

Others Present: Lisa McComb, Economic Alliance Director, Michelle Noirot, Bagley Township Supervisor

Approval of minutes from: July 16, 2018

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

Motion approved unanimously.

Consent Agenda: None

Chairperson Hartmann welcomed everyone and opened discussion on the Perch Lake complaint.

Other:

2190 Perch Lake complainant – EN18-0275

Hal LaForest, resident of Perch Lake, stated he was good friends with Mr. Blum, the original complainant and questioned what would be done about enforcing the issue.

Chairperson Hartmann asked Mr. Mouch to speak on the matter.

Mr. Mouch stated he was the enforcement officer, had completed a site view inspection of the property and had not observed any violations to enforce.

Mr. LaForest stated previous administrations had enforced issues similar to this.

Chairperson Hartmann questioned if there was a Home Owners Association with a Board of Directors and if they had taken any action.

Mr. LaForest stated they did have an Association with a Board but he was not aware of any action taken by them. This concerned one resident with a few others involved. The property was vacant and he felt it was a County issue not something the Board would have to move on. He did not understand how the Ordinance was being followed.

Chairperson Hartmann stated he did not believe the Ordinance applied to the situation.

Mr. Mouch questioned if the matter could be discussed further with a committee and stated the Ordinance was different from the HOA requirements.

Chairperson Hartmann stated a committee could be a possibility; he asked who the property owner was.

Mr. LaForest stated he was not sure. He wanted clarification on what the committee would discuss.

Chairperson Hartmann suggested contacting Mr. Blum and Mr. LaForest with the property owner's information and to make contact to see what their stance was.

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Mr. LaForest questioned if they should reach out to the owner.

Chairperson Hartmann stated he felt the situation was more of an issue for the Home Owners Association.

Jeff Kempfer, resident of Perch Lake, stated they had reached out to the home owner through the Home Owner Association with little recourse. They were at a loss as to where to turn to next as they felt this was a County issue.

Chairperson Hartmann stated a committee would meet to discuss this further; he was not aware that the County had moved on these issues previously.

Mr. LaForest stated he was referring to articles published in the local paper concerning problem properties.

Mr. Mouch stated he had not seen this information and requested time to review it.

Mr. Brown questioned if the matter had been discussed with the Township.

Mr. LaForest stated he did not believe so because they felt it was a County issue.

Mr. Bauman questioned if the HOA charged dues and if the property owner's had been paid.

Mr. LaForest stated they did but ninety percent of the dues went for maintaining the roads.

Mr. Kempfer stated the property owner did not respond to anything.

Mr. Borton stated he believed the newspaper articles referred to County owned pieces of property in which the County had the ability to demolish or make repairs as seen fit.

Mr. LaForest stated he would follow up on his end with Mr. Blum and come back in to discuss.

Chairperson Hartmann thanked them for coming and requested Mr. Bienick to address the Commission.

Mike Bienick, Telecom Services LLC – Text amendment concerning Wireless Tower height

Mr. Bienick stated he was with Telecom Services LLC representing Tillman Infrastructure. He had been before the Commission in June as a discussion item because the proposed tower at 4750 Waldrast in a R3 Zoning District was 190' in height and the Ordinance allowed tower heights of 150'. He was told to go before the Township and had received approval from the Elmira Planning Commission and Township Board but after further review it was determined a special use permit or variance would not be allowed without a text amendment. He was requesting a text amendment.

After discussion concerning the tower height and size of property leased, it was decided a committee would be assembled for review.

A committee meeting was set up for Friday, September 28, 2018 at 9:00am at Land Use Services. Committee member volunteers consisted of Mr. Hilgendorf, Mr. Brown and Mr. Hartmann along with Land Use staff. Mr. Bienick will join the committee at 10:00am for an update of the discussion.

Public participation for items not on the agenda: None

Public Hearing:

1. *Dale J Smith Broker Inc, Daniel A & Julie Fults, property owners, represented by Northern Michigan Engineering Inc, applicant, request a Special Use Permit/Site Plan Review for property located in Bagley Township:*

*N Otsego Lake Dr
Gaylord, MI 49735
011-225-000-009-00, 011-225-000-008-00*

*Property is located in a B2/General Business Zoning District.
PZSU18-006, PZSU18-007-proposed use of the property is to construct storage units for lease or rent.*

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Chairperson Hartmann requested Mr. Drews present the case and opened the public hearing.

Public Hearing Open: 6:30pm

Dave Drews, Northern Michigan Engineering Inc, stated the site plan consisted of mini storage units on North Otsego Lake Dr. The plan maximized the site but the owners wanted to keep the design flexible as far as the number of units and to let that be determined by the market. There is a grading plan for storm water management with one entrance in and out for security purposes, the surface will be gravel and a fence will be installed to enclose the site. They would like to start the project this fall if possible with completion in 2019. There will not be any water, sewer or electricity except for exterior lighting.

Chairperson Hartmann stated Bagley Township had approved the project.

Mr. Stults stated it was a positive use for the location.

With no other comments, Chairperson Hartmann closed the public hearing

Public Hearing Closed: 6:35pm

Advertised Case:

1. *Dale J Smith Broker Inc, Daniel A & Julie Fults, property owners, represented by Northern Michigan Engineering Inc, applicant, request a Special Use Permit/Site Plan Review for property located in Bagley Township:*

*N Otsego Lake Dr
Gaylord, MI 49735
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*Property is located in a B2/General Business Zoning District.
PZSU18-006, PZSU18-007-proposed use of the property is to construct storage units for lease or rent.*

Chairperson Hartmann stated the properties were currently owned by two different parties but would be under one owner after the case was approved.

Mr. Drews stated the sale of the property from Mr. Smith to Mr. & Mrs. Fults was conditional upon the approval of the Special Use Permit.

Mr. Stults stated he did not think Zoning could require the properties have only one owner.

Ms. Boyak-Wohlfeil stated the reason being was to eliminate the adjoining property line or setbacks would have to be respected.

Chairperson Hartmann read aloud the Findings Under Article 19 Permitted Uses Subject to Special Conditions Section 19.7.1 through 19.7.8 to include both cases. *SEE ATTACHMENT 1*

Mr. Borton questioned if letters from EMS or the Fire Department had been received concerning future demands.

Mr. Mouch stated not as of yet but it could be added as conditional.

With no further comments, Chairperson Hartmann requested a motion.

Motion made by Mr. Bauman to approve Special Use Permits PZSU18-006 and PZSU18-007 for the construction of six (6) storage units on North Otsego Lake Dr in Bagley Township with the following conditions:

1. Letters submitted from Otsego County EMS, Otsego County Fire Department and Otsego County Sheriff's Department stating demand for service will not increase beyond current capacity based on the site plan presented.
2. The combination of properties under one owner to eliminate the dividing property line; Seconded by Mrs. Norton.

Motion approved unanimously.

Chairperson Hartmann thanked Mr. Drews.

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Unfinished Commission Business:

1. *Otsego County Zoning Ordinance – Planning Commission Committee recommends sending to townships for review and opinion the Rezone from a R2 Zoning District to a R3 Zoning District for Mobile Home Subdivisions located in Bagley Township and Otsego Lake Township:*
 - a. **Bagley Township:** *Gaylord Mobile Home Estates, Hidden Pines Mobile Estates, Maple Grove Estates I, Maple Grove Estates II and Parkwood Subdivision*
 - b. **Otsego Lake Township:** *Arbutus Beach Highlands*

Discussion ensued concerning the possible rezoning of the subdivisions listed above to allow replacement of smaller minimum width structures within those subdivisions. The Committee recommended it be forwarded to townships for review.

Motion made by Mr. Brown to forward to townships for discussion and input of the proposed rezoning of the six (6) sites to a R3 Zoning District; Seconded by Mr. Bauman.

Motion approved unanimously.

New Business: None

Reports and Commission Member's Comments:

1. Otsego County Parks & Recreation report/Judy Jarecki

Mrs. Jarecki stated she was mistaken in her comments about the new drive for the Groen property; that project had not gotten underway because bids had not been received. They will try for bids again. She stated new benches had been placed at the Community Center; damage from the storms was minimal to Park properties; both Halloween weekends were booked full at the County Park, the new foundation for the relocation of the Park office was underway and plans for the new dump station have been submitted to the Health Department; a new full time position combining the part time position at the Community Center and part time position at the Groen is being contemplated, the job description is being worked on and another day has been added for the Play Group at the Community Center for preschool children.

2. Land Use Services report/Jim Mouch

Mr. Mouch stated the Director's report depicted permits in comparison to previous years along with suggested items to be reviewed for possible changes including tower height for Wireless Communications. Article 21 had been reprinted for all members including the recent approved amendments. He also stated he had met with the prosecuting attorney for a resolution regarding Mr. Moore's violations on 60 Little League Dr. Mr. Moore was given two weeks to submit an application for a Special Use Permit. It was also discussed that vehicles would be removed from the property without any more added.

Mr. Churches stated he had gathered information of surrounding areas for comparison of height restrictions for Wireless Communication Towers for review at the upcoming committee meeting.

Mr. Borton introduced Chris Churches as the County's professional planner to help manage the growth of the County.

Mr. Churches gave some background information and stated he was looking forward to a prosperous future with the County. His official title is Director of Planning and Zoning for Capital Projects and Grants.

Mr. Borton also introduced Lisa McComb, Director of Economic Development stating she would be working with Mr. Churches on future projects.

Ms. McComb stated there was a lot of interest for a lot of growth that needed to be addressed all around the County.

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Mr. Borton stated the plan was to bring in living wage jobs along with meeting the housing needs. He also stated he had missed the July meeting because he had attended the MAC (Michigan Association of Counties) meeting in Frankenmuth and had been sworn in as President of the organization.

Mr. Hartmann stated Elmira Township had completed their walking path in their community park.

Ms. Corfis stated Otsego Lake Township was excited about the possibility of demolishing the old Trading Post in downtown Waters.

Mr. Churches stated he had just released the RFP and was accepting bids on Wednesday.

Mr. Borton stated the property had been forfeited to the County for taxes and they had decided to tear the building down and give the property to Otsego Lake Township; the Township will use the property as a Trailhead instead of using the Park across the street. He also stated work on the trail, as well as all MDOT projects throughout Michigan, had been halted because of the strike. The trail will probably not be completed until spring. They did have safety concerns for snowmobile use and were working with the DNR and the State to return the trail to a safe condition before winter.

With no further comments, Chairperson Hartmann adjourned the meeting.

Adjournment: 7:12pm by Chairperson Hartmann

Ken Arndt; Secretary

Christine Boyak-Wohlfeil; Recording Secretary

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ATTACHMENT 1:

OTSEGO COUNTY PLANNING COMMISSION

PZSU18-006
Special Use Permit/Site Plan Review
011-225-000-009-00

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 use will be designed, constructed, operated and maintained so as not to diminish the opportunity for the surrounding properties to be used and developed as zoned.
HAS – HAS NOT BEEN MET
- 19.7.5 The proposed special land use will not place demands on fire, police or other public resources in excess of current capacity.
HAS – HAS NOT BEEN MET – 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
- 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

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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.

OTSEGO COUNTY PLANNING COMMISSION

PZSU18-007

Special Use Permit/Site Plan Review

011-225-000-008-00

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 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

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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

19.7.7 If the proposed special land use includes more than fifteen thousand (15,000) square feet of impervious surface, then the storm water management system employed by the use shall (i) preserve the natural drainage characteristics of the site and enhance the aesthetics of the site to the extent possible, (ii) employ storm water disposal through evaporation and infiltration when reasonably possible, (iii) shall not discharge storm water directly to wetlands or surface waters unless there is no other prudent or reasonably feasible means of discharge, (iv) shall not serve to increase the quantity no rate of discharge leaving the property based on 25-year storm criteria, (v) shall be designed using Best Management Practices identified by the DNR or its successor agency, and (vi) shall identify the party responsible for maintenance of the storm water management system.

HAS – HAS NOT BEEN MET

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

HAS – HAS NOT BEEN MET

SECTION 19.8 - CONDITIONS

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

19.8.1 Be designed to protect natural resources, the health, safety and welfare and the social and economic well-being of those who will use the land use or activity under consideration, residents and landowners immediately adjacent to the proposed special land use and the community as a whole.

19.8.2 Be related to the valid exercise of the police power and purposes which are affected by the proposed special land use.

19.8.3 Be necessary to meet the intent and purpose of the zoning ordinance, be rated to the standards established in the ordinance for the special land use under consideration and be necessary to insure compliance with those standards.

* Motion made by Mr. Bauman to approve Special Use Permits PZSU18-007 and PZSU18-008 for the construction of six (6) storage units on North Otsego Lake Dr in Bagley Township with the following conditions:

1. Letters submitted from Otsego County EMS, Otsego County Fire Department and Otsego County Sheriff's Department stating demand for service will not increase beyond current capacity.
2. The combination of properties under one owner to eliminate the dividing property line; Seconded by Mrs. Norton.

Motion approved unanimously.

Otsego County Six Year Capital Improvement Plan - Appendix A

Project Name	Agency	Project Type	Funding Source(s) 85.88% Federal; 4.77% State; 9.35% Local	Estimated Cost	P.C. Priority	2018	2019	2020	2021	2022	2023
Gaylord Regional Airport Box Hangar	Otsego County	New Construction		\$437,932	Important			\$ 437,932			
North Central State Trail / Iron Belle Trail Extension	Otsego County	New Construction	Various	\$2,340,000	Important	\$ 2,340,000					
North Central State Trailhead	Otsego County	New Construction	Various	\$732,180	Important	\$ 732,180					
Otsego County Jail	Otsego County	New Construction	Various	\$7,800,000	Important					\$ 7,800,000	
Otsego County Library Expansion	Otsego County	Facility Expansion	Various	\$2,727,000	Urgent	\$ 2,727,000					
Otsego County Road Commission Road Projects	OC Road Commission										
Murner Road Reconstruction Project	OC Road Commission	Major Renovation	Federal STP 44%; Local 56%	\$817,000	Important	\$ 817,000					
North Otsego Lake Drive Reconstruction Project	OC Road Commission	Major Renovation	Federal STP 80%; Local 20%	\$436,026	Important	\$ 436,026					
Hetherton Road Reconstruction Project	OC Road Commission	Major Renovation	Federal STP 40%; Local 60%	\$922,000	Important	\$ 922,000					
Seymore Road and Kujawa Road Project	OC Road Commission	Major Renovation	Federal STP 80%; Local 20%	\$935,000	Important			\$ 935,000			
Krys Road Small Urban Project	OC Road Commission	Major Renovation	Federal STP 73%; Local 27%	\$516,416	Important	\$ 516,416					
Krys Road Resurfacing Project	OC Road Commission	Major Renovation	Federal STP 80%; Local 20%	\$450,000	Important				\$ 450,000		
Sparr Road Project	OC Road Commission	Major Renovation	Federal STP 80%; Local 20%	\$575,000	Important					\$ 575,000	
Theisen Road Reconstruction Project	OC Road Commission	Major Renovation	Federal STP 80%; Local 20%	\$820,000	Important						\$ 820,000
Total Costs by Year:				\$19,508,554		\$ 7,052,206	\$ 1,863,250	\$ 1,372,932	\$ 450,000	\$ 8,375,000	\$ 820,000



CAPITAL IMPROVEMENT PLAN 2019-2024

OTSEGO COUNTY, MICHIGAN

Approved by the Planning Commission on XXXX
Adopted by the Board of Commissioners on XXXX



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INTRODUCTION

MICHIGAN PLANNING ENABLING ACT

The Michigan Planning Enabling Act requires local municipalities that have adopted a master plan to annually prepare a capital improvements program. This language is contained in Article IV, Section 65, subparts (1) and (2), which reads:

- (1) To further the desirable future development of the local unit of government under the master plan, a planning commission, after adoption of a master plan, shall annually prepare a capital improvements program of public structures and improvements, unless the planning commission is exempted from this requirement by charter or otherwise. If the planning commission is exempted, the legislative body either shall prepare and adopt a capital improvements program, separate from or as a part of the annual budget, or shall delegate the preparation of the capital improvements program to the chief elected official or a nonelected administrative official, subject to final approval by the legislative body. The capital improvements program shall show those public structures and improvements, in the general order of their priority that in the commission's judgment will be needed or desirable and can be undertaken within the ensuing 6-year period. The capital improvements program shall be based upon the requirements of the local unit of government for all types of public structures and improvements. Consequently, each agency or department of the local unit of government with authority for public structures or improvements shall upon request furnish the planning commission with lists, plans, and estimates of time and cost of those public structures and improvements.
- (2) Any township may prepare and adopt a capital improvement program. However, subsection (1) is only mandatory for a township if the township, alone or jointly with 1 or more other local units of government, owns or operates a water supply or sewage disposal system.

CAPITAL IMPROVEMENTS

Capital Improvements are generally additions to the County's assets, including the construction or purchase of land, buildings or facilities or major renovations of the same, and are long lasting and involve a substantial investment. For purposes of this Capital Improvement Program (CIP), only the following type of projects that meet this definition of a capital improvement, are included in the program, such as:

- New and expanded physical facilities.
- The acquisition of land for a community facility.
- Major Renovation or replacement of existing facilities costing over \$200,000.

Inclusion of a project in this Plan fulfills the requirements of MCL 125.3861.



LIMITATION ON AUTHORITY

This CIP is not meant to appropriate the power of the Otsego County Board of Commissioners in their duty to regulate the expenditure of County funds, but merely to provide guidance and recommendations to projects that may have a long-term impact on the community. To that end, the following limitations on authority will be observed:

- A. The Otsego County Board, its departments, and agencies have every right and an obligation to make emergency repairs without prior comment from the Otsego County Planning Commission. Information on such emergency repairs, will however, be submitted as soon as practicable to the Chairperson of the Planning Commission.
- B. Grant Applications that are attempting to obtain funds for projects that would fall under the CIP guidelines will be presented to the Planning Commission as soon as practicable.



PROCEDURES

- A. The Capital Improvements Program Committee is charged with gathering project information for inclusion into the CIP. The Committee consists of the Chairperson of the Otsego County Planning Commission or his/her designee; the Otsego County Land Use Services Director; the Otsego County Planning/Zoning Director, the Otsego County Board Chairperson or his/her designee, an additional representative of the Otsego County Planning Commission; and the Otsego County Administrator. The Otsego County Planning/Zoning Director will act as the CIP Coordinator, with the responsibility of coordinating data gathering.**
- B. The CIP Committee will create a draft CIP.**
- C. The draft CIP will be sent to the Otsego County Planning Commission for comment/changes each year.**
- D. The Planning Commission will conduct a public hearing on the draft CIP each year.**
- E. Planning Commission will forward draft CIP, along with recommendation, to the Otsego County Board each year.**
- F. Otsego County Board will adopt, modify, or reject with reasons, the CIP.**
- G. The Capital Improvements Program Committee will annually update the CIP, and follow the above process.**



PROJECT PRIORITIZING

Projects will be prioritized using the following categories:

A. Urgent (imperative, must do)

- Satisfies a legal obligation (legal mandate)
- Corrects a condition dangerous to public health or safety
- Alleviates an emergency service disruption or deficiency
- Prevents irreparable damage to a valuable public facility

B. Important (essential, should do)

- Rehabilitates or replaces an obsolete public facility or attachment to the facility
- Stimulates economic growth and private capital investment
- Reduces future operating and maintenance costs
- Leverages available state or federal funds

C. Desirable (important, could do)

- Provides a new or expanded level of service
- Promotes intergovernmental cooperation
- Enhances cultural or natural resources

CAPITAL PROJECTS

GAYLORD REGIONAL AIRPORT BOX HANGAR

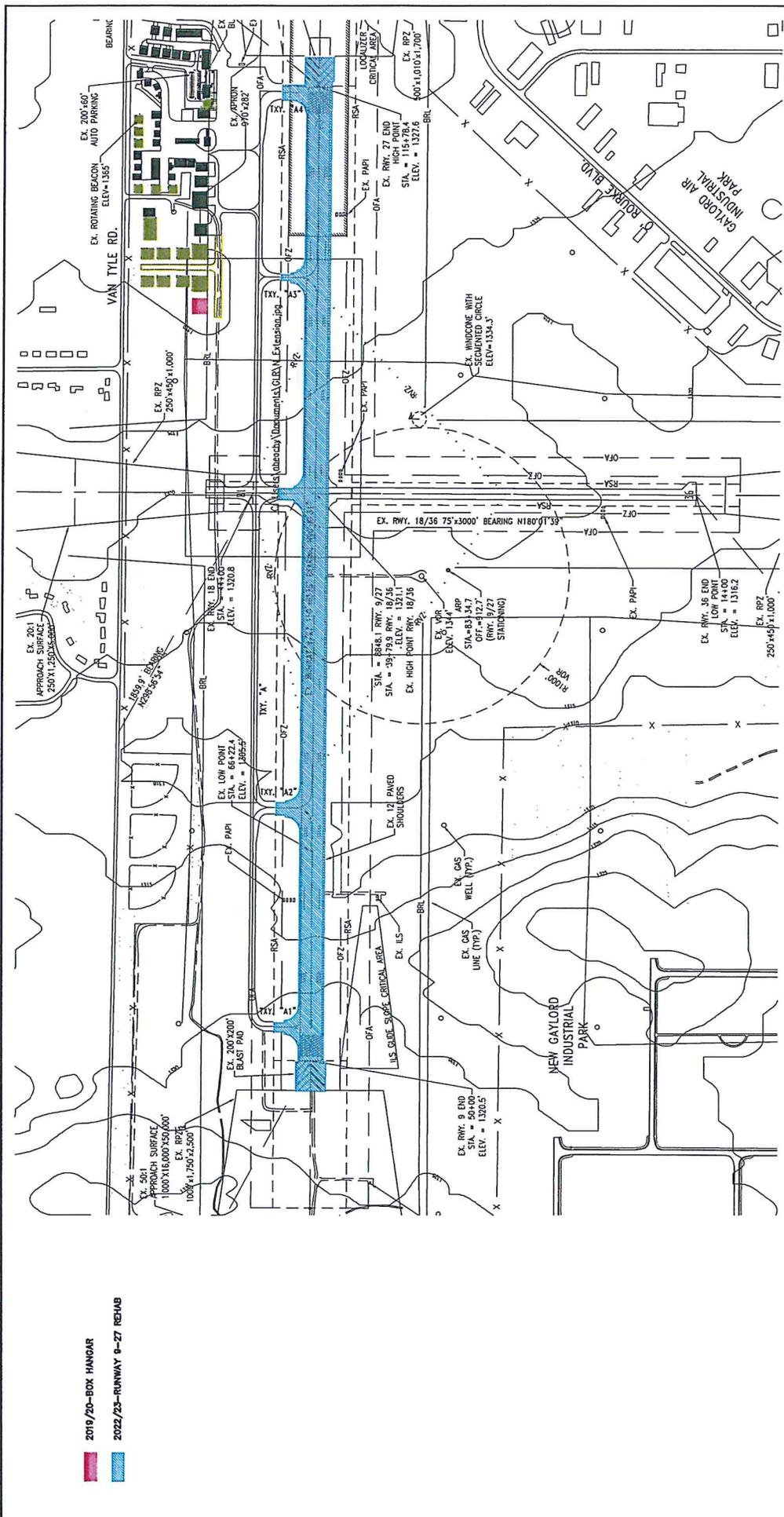
- Agency: Otsego County
- Project Type: New Construction
- Year(s) of Project: 2019-2020
- Project Description:
 - The project consists of construction of a new 60' x 60' box hangar large enough to allow for storage of a Caravan, King Air, or Citation II plane.
- Schedule: Design - Fall 2019, Construction - Fall 2020
- Estimated Cost: \$660,000.00
- Basis of Cost Estimate: Engineer Estimate
- Alternative Financing:
 - FAA Non-Primary Entitlement Grants (91% share): \$ 600,000
 - State Funds (4.5%): \$ 33,333
 - Local Funds; Airport Capital Projects Fund (4.5%): \$ 33,333
- Agency Reported Priority: Important
- Planning Commission Reported Priority:



GAYLORD REGIONAL AIRPORT REHABILITATE RUNWAY 9-27



- Agency: Otsego County
- Project Type: New Construction
- Year(s) of Project: 2023
- Project Description:
 - This project is to rehabilitate the bituminous pavement of Runway 9-27. The existing runway is 6,579' x 150'. The existing pavement was last rehabilitated in 2002 and will be 21 years old at the time of this project. According to the PCI data taken in 2015, the existing pavement was listed at 73. The reports indicate low to medium severity longitudinal/transverse cracking and low severity weathering, but no significant structural concerns. The PCI for Runway 9-27 is forecasted to be at 59 in 2023. The rehabilitation will consist of a 4-inch mill and fill with full depth crack repair. Also included in this project will be the rehabilitation of the shoulders, blast pads, and existing taxiway connectors from Runway 9-27 to the hold lines. A full airfield remarking is included.
- Schedule: TBD
- Estimated Cost: \$5,250,000.00
- Basis of Cost Estimate: Engineer Estimate
- Alternative Financing:
 - FAA Non-Primary Entitlement Grants (3.17% share): \$ 166,500
 - FAA Federal Apportionment (86.83% share): \$4,558,500
 - State Funds (5.0% share): \$ 262,500
 - Local Funds (5.0% share): \$ 262,500
- Agency Reported Priority: Important
- Planning Commission Reported Priority:



2019/20-BOX HANGAR
 2022/23-RUNWAY 9-27 REHAB

Gaylord Regional Airport

Gaylord, MI

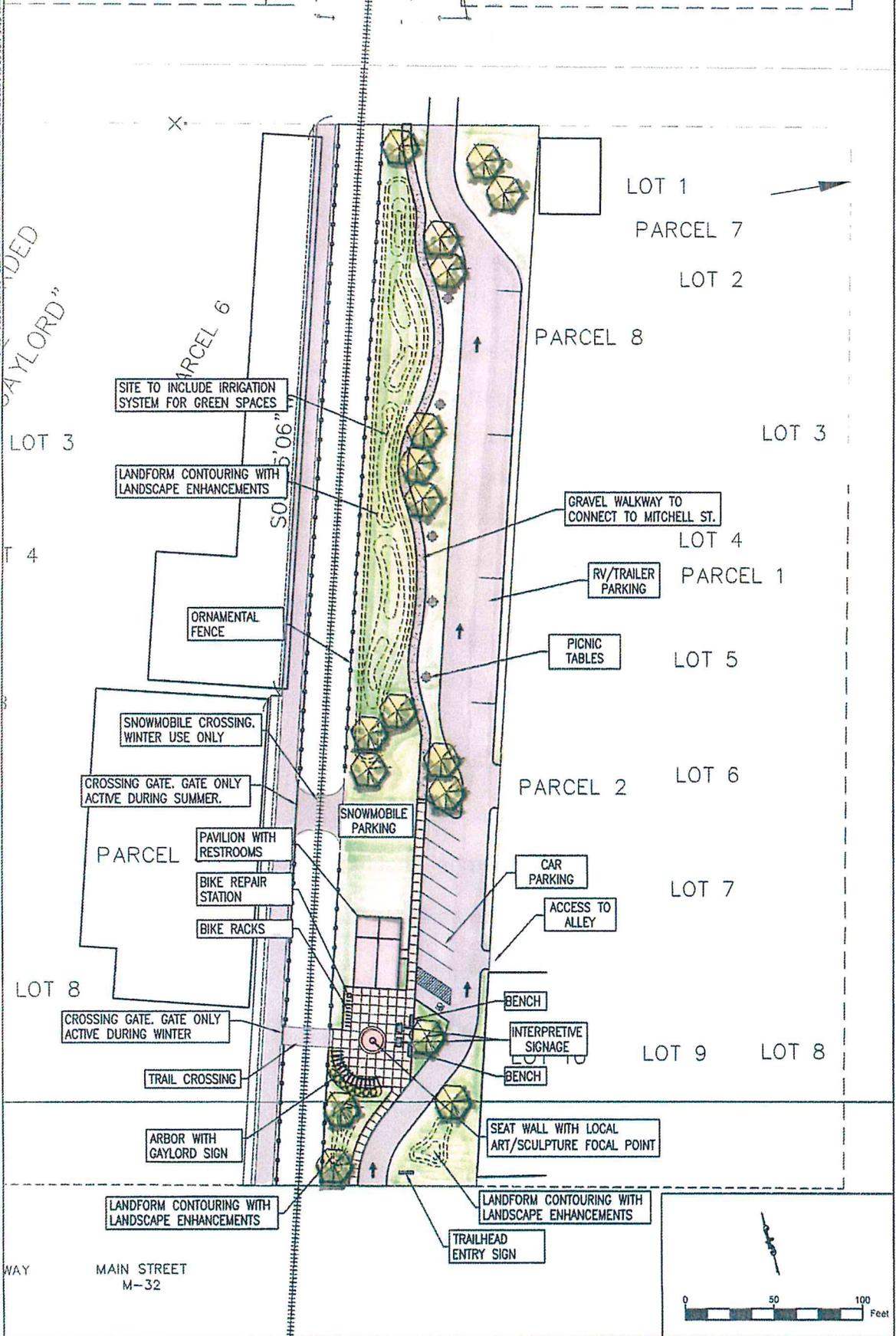
ACIP
 2019-2023

PREPARED BY:
Prein&Newhof
 Engineers, Surveyors & Environmental Laboratory
 107 WEST ACCESS RD.
 TRAVERSE CITY, MI, 49609 (231) 946-2394

IRON BELLE TRAIL DOWNTOWN GAYLORD TRAILHEAD



- Agency: Otsego County
- Project Type: New Construction
- Year(s) of Project: 2019
- Project Description:
 - The Iron Belle Trailhead will be built on the east side of the railroad tracks between Main and Mitchell streets. The project is part of the Iron Belle Trail expansion and will include a pavilion with outdoor seating and restrooms, an area for parking, landscaping, and bike racks. The preliminary design incorporates key design elements from both the City Streetscape Project and the County Lawn Project. The entrance to the trailhead would be on Main and exit on Mitchell. The project is estimated to start in Spring 2019, with a completion date of Summer 2019.
- Schedule: Spring/Summer 2019
- Estimated Cost: \$732,180
- Basis of Cost Estimate: Engineer Estimate
- Alternative Financing:
 - Michigan Dept. of Natural Resources Trust Fund Grant (41% share): \$300,000
 - Michigan Dept. of Natural Resources Trails Program (55% share): \$400,000
 - Local Funds (4% share): \$ 32,180
- Agency Reported Priority: Urgent
- Planning Commission Reported Priority:



PRELIMINARY CONCEPT #3
 IRON BELLE TRAIL
 GAYLORD TRAILHEAD
 GAYLORD, MI



OTSEGO LAKE OUTLET STRUCTURE REPLACEMENT

- Agency: Otsego County
- Project Type: New Construction
- Year(s) of Project: 2019
- Project Description:
 - This project involves the replacement of Otsego Lake's outlet control structure located on the east side of Otsego Lake. The structure is responsible for controlling the lake level and preventing excess lake level rise during the spring. The current structure was installed in the late 1970s and has extensive damage due to ice and old age.
- Schedule: TBD
- Estimated Cost: \$200,000
- Basis of Cost Estimate: Engineer Estimate
- Alternative Financing:
 - Economic Development Administration Public Works Grant: TBD
 - Michigan Dept. of Agriculture and Rural Development Grant: TBD
 - Local Funds: TBD
- Agency Reported Priority: Urgent
- Planning Commission Reported Priority:



OTSEGO COUNTY JAIL

- Agency: Otsego County
- Project Type: New Construction
- Year(s) of Project: 2023
- Project Description:
 - A new Jail facility will eventually be needed to replace the current outdated facility. The current facility is located as part of the Courthouse in downtown Gaylord. In 2008, the Jail Citizen Committee recommended building a new 24,621 sqft 68-bed jail when/if the Criminal Justice Coordinating Committee determines that jail alternative programs can no longer sufficiently alleviate overcrowding. A location has not been decided.
- Schedule: Construction will not happen until alternative jail programs can no longer sufficiently relieve the jail, and until a dedicated source of funding (millage) can be obtained. It is recommended tentatively for 2021 and will be pushed back as necessary.
- Estimated Cost: \$7,800,000 (costs to be finalized once final plan is adopted)
- Basis of Cost Estimate: Engineer Estimate
- Alternative Financing:
 - Funding would likely have to come from a dedicated jail millage, which has not been passed at this time.
- Agency Reported Priority: Desirable; In conjunction with jail construction, existing jail alternative programs must continue to be utilized. Additionally, expanded programs such as a residential work camp should be incorporated.
- Planning Commission Reported Priority:



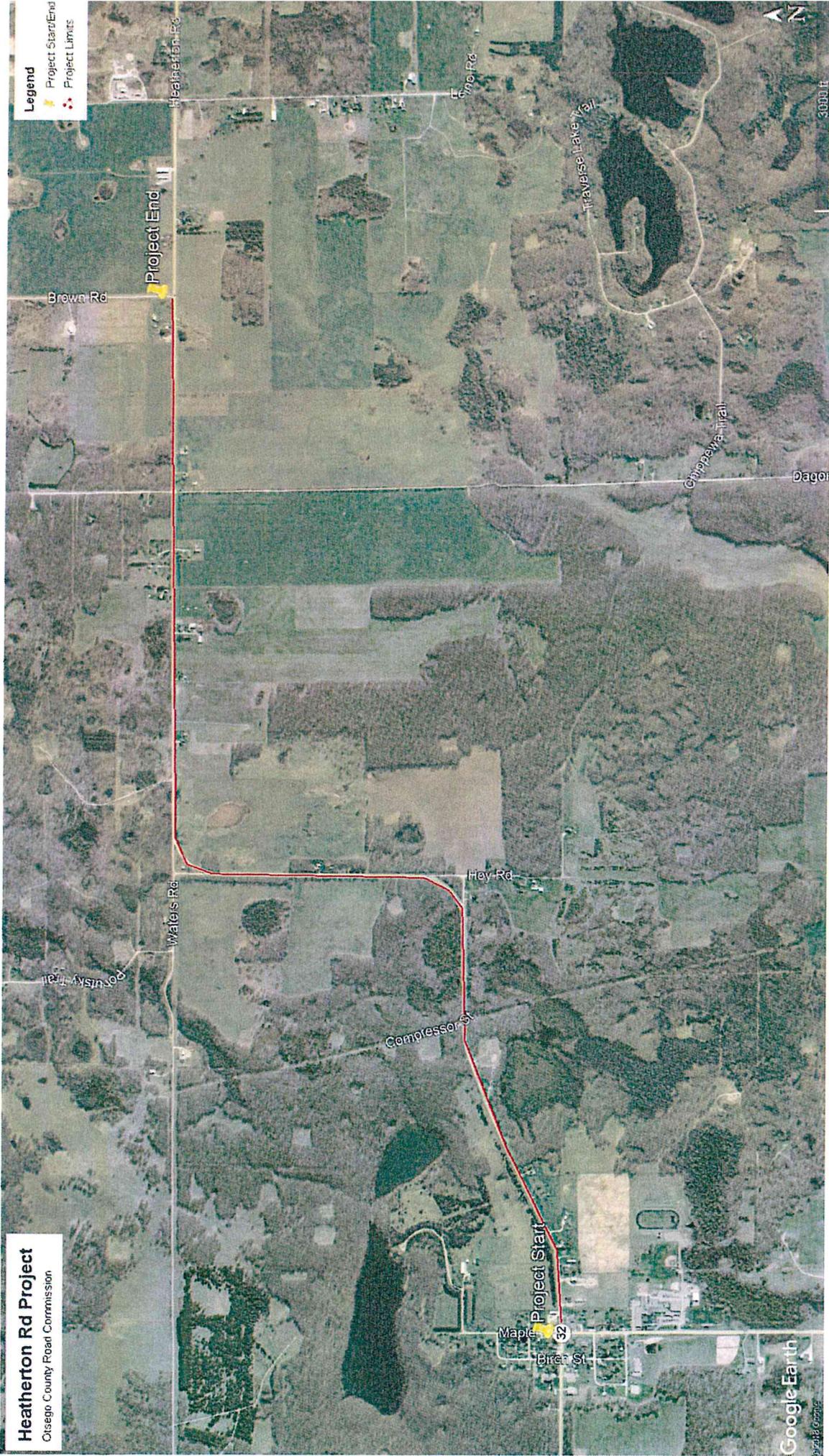
OCRC HEATHERTON ROAD PROJECT

- Agency: Otsego County Road Commission
- Project Type: Major Renovation
- Year(s) of Project: 2019
- Project Description:
 - Work will include reconstructing portions of Heatherton Road from M-32 East to Brown Road, approximately 3.2 miles. The existing pavement will be crushed into the aggregate base for additional strength and two courses of hot mix asphalt will be placed. Other locations will consist of wedging and overlaying the existing pavement with hot mix asphalt. Drainage improvements and paved shoulders will also be key items
- Schedule: Spring 2019
- Estimated Cost: \$922,000.00
- Basis of Cost Estimate: Engineer Estimate
- Alternative Financing:
 - State Funds (40% share): \$ 368,800
 - Local Funds (60% share): \$ 553,200
- Agency Reported Priority: Important
- Planning Commission Reported Priority:



Heatherton Rd Project
Osage County Road Commission

- Legend**
- Project Start/End
 - Project Limits



OCRC KRY'S ROAD SMALL URBAN ROAD PROJECT

- Agency: Otsego County Road Commission
- Project Type: Major Renovation
- Year(s) of Project: 2019
- Project Description:
 - The Otsego County Road Commission plans to reconstruct Kry's Road from McCoy Road to Johnson Road, approximately one mile. This crush and shape project will include improvements such as, resurfacing with hot mix asphalt with wider lanes, paved shoulders, vertical grade improvements, concrete curb and gutter, and recessed pavement markings.
- Schedule: Spring 2019
- Estimated Cost: \$516,416.00
- Basis of Cost Estimate: Engineer Estimate
- Alternative Financing:
 - Federal Funds (73% share): \$ 375,000
 - Local Funds (27% share): \$ 141,416
- Agency Reported Priority: Important
- Planning Commission Reported Priority:



Krys Rd Small Urban Road Project
Ozsego County Road Commission

- Legend**
- Project Start
 - Project End
 - Project Limits



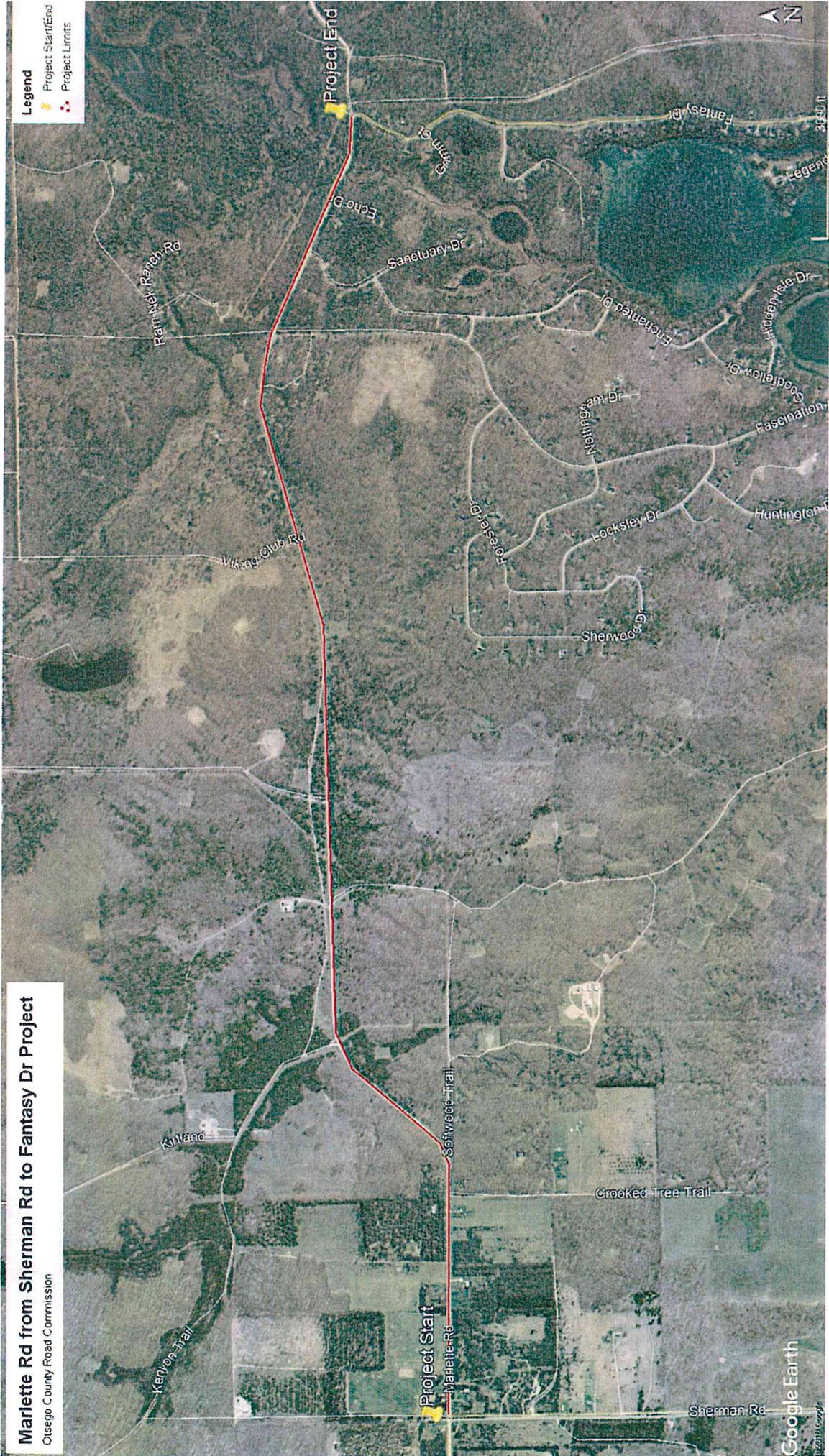
OCRC MARLETTE ROAD FROM SHERMAN ROAD TO FANTASY DRIVE PROJECT

- Agency: Otsego County Road Commission
- Project Type: Major Renovation
- Year(s) of Project: 2020
- Project Description:
 - The Otsego County Road Commission plans to reconstruct Marlette Road from Sherman Road to Fantasy Drive. This will be a crush and shape project with new HMA surface and lane widening as well as vertical grade improvements.
- Schedule: TBD
- Estimated Cost: \$704,555.00
- Basis of Cost Estimate: Engineer Estimate
- Alternative Financing:
 - Federal Funds (53% share): \$ 376,176
 - Local Funds (47% share): \$ 328,379
- Agency Reported Priority: Important
- Planning Commission Reported Priority:



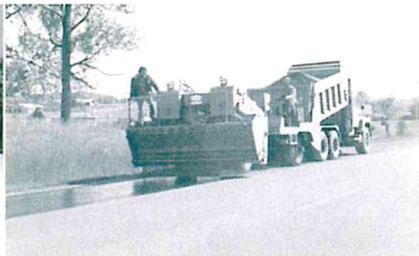
Marlette Rd from Sherman Rd to Fantasy Dr Project
Ozsego County Road Commission

Legend
Project Start/End
Project Limits



OCRC KRYS ROAD RESURFACING PROJECT

- Agency: Otsego County Road Commission
- Project Type: Major Renovation
- Year(s) of Project: 2021
- Project Description:
 - Work will include resurfacing Krys Road from Johnson Road to Charles Brink Road, approximately 2.5 miles. Improvements will include new HMA surface, lane widening, paved shoulders, and recessed pavement markings.
- Schedule: TBD
- Estimated Cost: \$450,000.00
- Basis of Cost Estimate: Engineer Estimate
- Alternative Financing:
 - Federal Funds (80% share): \$ 360,000
 - Local Funds (20% share): \$ 90,000
- Agency Reported Priority: Important
- Planning Commission Reported Priority:

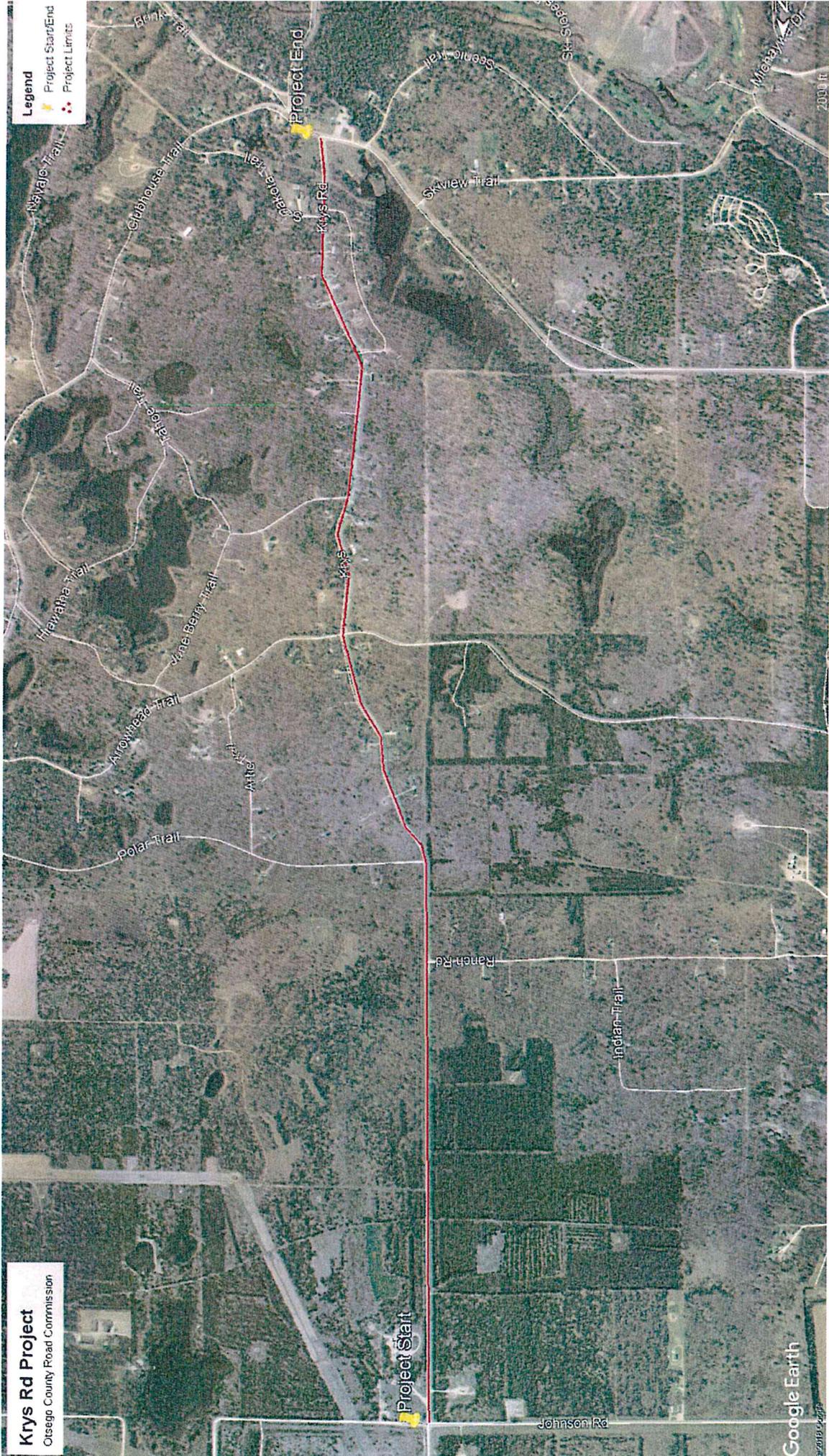


Krys Rd Project

Osego County Road Commission

Legend

- Project Start/End
- Project Limits



OCRC MARLETTE ROAD FROM OLD 27 TO SHERMAN ROAD PROJECT

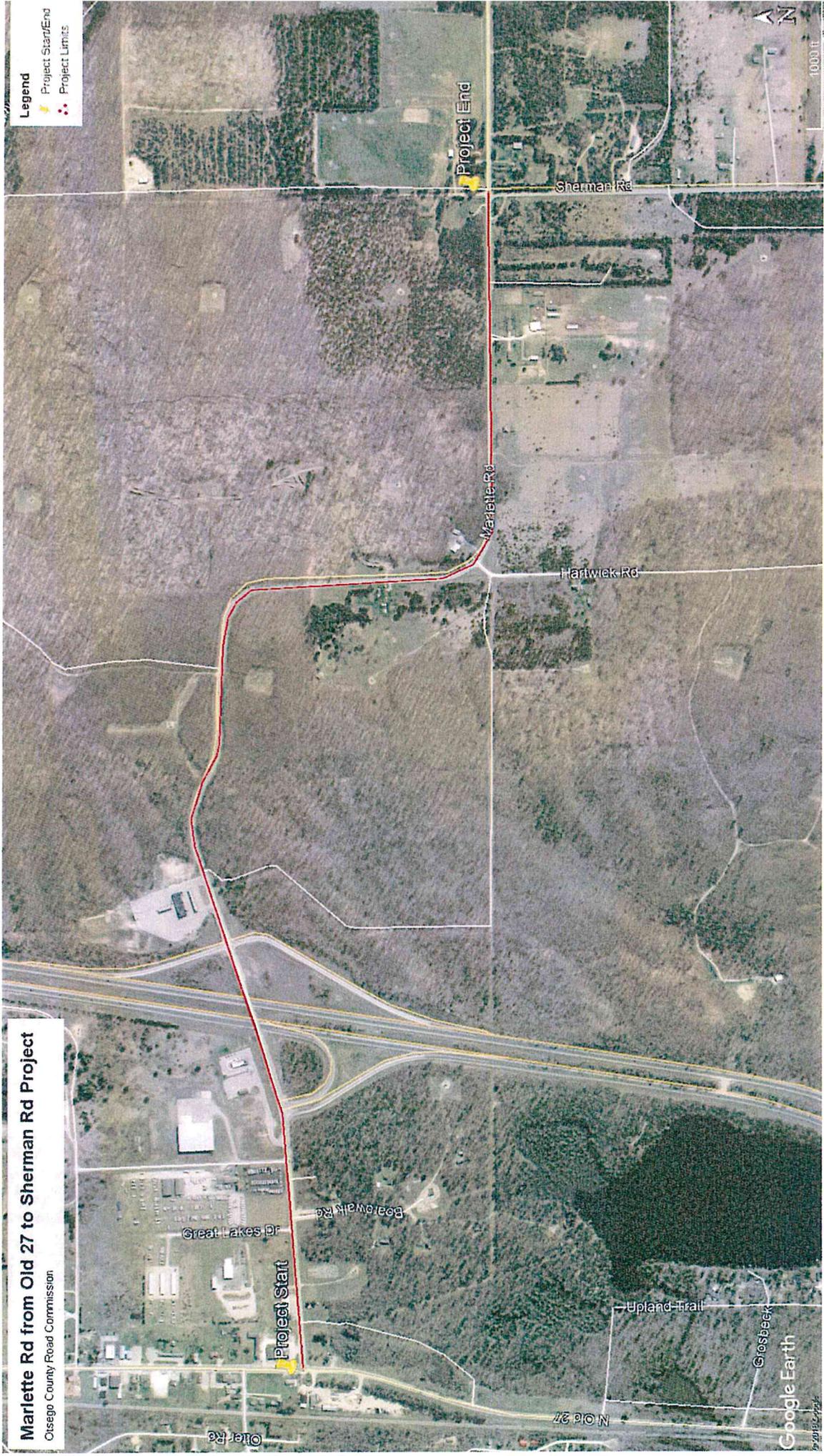
- Agency: Otsego County Road Commission
- Project Type: Major Renovation
- Year(s) of Project: 2022
- Project Description:
 - Work will include crush and shape with new HMA surface from Old 27 South to Sherman Road. Improvements will include lane widening and paved shoulders.
- Schedule: TBD
- Estimated Cost: \$756,000.00
- Basis of Cost Estimate: Engineer Estimate
- Alternative Financing:
 - Federal Funds (50% share): \$ 376,176
 - Local Funds (50% share): \$ 379,824
- Agency Reported Priority: Important
- Planning Commission Reported Priority:



Marlette Rd from Old 27 to Sherman Rd Project

Osage County Road Commission

Legend
Project Start/End
Project Limits



OCRC MURNER ROAD PROJECT

- Agency: Otsego County Road Commission
- Project Type: Major Renovation
- Year(s) of Project: 2022
- Project Description:
 - This will be a crush and shape project on Murner Road from M-32 West to Five Lakes Road. The improvements will include strengthening the aggregate base, paving shoulders, and resurfacing with HMA.
- Schedule: TBD
- Estimated Cost: \$595,000.00
- Basis of Cost Estimate: Engineer Estimate
- Alternative Financing:
 - Federal Funds (63% share): \$ 375,000
 - Local Funds (37% share): \$ 220,000
- Agency Reported Priority: Important
- Planning Commission Reported Priority:



Murner Rd Project
Osage County Road Commission

Legend
Project Start/End
Project Limits



OCRC WILKINSON ROAD PROJECT

- Agency: Otsego County Road Commission
- Project Type: Major Renovation
- Year(s) of Project: 2024
- Project Description:
 - This will be primarily a crush and shape project from M-32 East to Marquardt Road. The existing pavement will be crushed and paved with two courses of HMA. At some locations, the top layer of existing pavement may be milled and resurfaced with a single course of HMA. Additional improvements may include paved shoulders, guardrail upgrades, and curb and gutter at intersections.
- Schedule: Spring 2024
- Estimated Cost: \$1,515,000.00
- Basis of Cost Estimate: Engineer Estimate
- Alternative Financing:
 - Federal Funds (25% share): \$ 376,176
 - Local Funds (75% share): \$ 1,138,824
- Agency Reported Priority: Important
- Planning Commission Reported Priority:



Wilkinson Rd Project
Ottawa County Road Commission

Legend

- Project Start/End
- Project Limits



GROEN NATURE PRESERVE ENTRANCE

- Agency: Otsego County Parks and Recreation
- Project Type: Major Renovation
- Year(s) of Project: 2019
- Project Description:
 - The Groen Nature Preserve New Entrance Drive and Parking Lot Project consists of the installation of a new crushed limestone driveway, parking lot and pathway, concrete sidewalk with curb and gutter, and cultured stone veneer pillared entrance with an asphalt approach. The entire drive will be landscaped with approximately 70 sugar maple trees.
- Schedule: Spring/Summer 2019
- Estimated Cost: \$300,000.00
- Basis of Cost Estimate: Engineer Estimate
- Alternative Financing:
 - Local Funds: Groen Foundation (100% share): \$ 300,000
- Agency Reported Priority: Important
- Planning Commission Reported Priority:



Otsego County Six Year Capital Improvement Plan - Appendix A

Project Name	Agency	Project Type	Funding Source(s)	Estimated Cost	P.C. Priority	2019	2020	2021	2022	2023	2024
Gaylord Regional Airport Box Hangar	Otsego County	New Construction	Federal 91%; State 4.5%; Local 4.5% (Airport Capital Projects Fund)	\$660,000		\$ 660,000					
Gaylord Regional Airport Rehabilitation Runway 9-27	Otsego County	New Construction	Federal 90%; State 5.0%; Local 5.0% (Airport Capital Projects Fund)	\$5,250,000						\$5,250,000	
Iron Belle Trail Downtown Gaylord Trailhead	Otsego County	New Construction	State 96%; Local 4% (Capital Improvement Fund)	\$732,180		\$ 732,180					
Otsego Lake Outlet Structure Replacement	Otsego County	New Construction	TBD	\$200,000		\$ 200,000					
Otsego County Jail	Otsego County	New Construction	TBD	\$7,800,000						\$ 7,800,000	
Heatherton Road Project	OC Road Commission	Major Renovation	Federal 40%; Local 60%	\$922,000		\$ 922,000					
Krysa Road Small Urban Road Project	OC Road Commission	Major Renovation	Federal 73%; Local 27%	\$516,416		\$ 516,416					
Marlette Road From Sherman Road To Fantasy Drive Project	OC Road Commission	Major Renovation	Federal 53%; Local 47%	\$704,555			\$ 704,555				
Krysa Road Resurfacing Project	OC Road Commission	Major Renovation	Federal 80%; Local 20%	\$450,000				\$ 450,000			
Marlette Road From Old 27 To Sherman Road Project	OC Road Commission	Major Renovation	Federal 50%; Local 50%	\$756,000					\$ 756,000		
Murner Road Project	OC Road Commission	Major Renovation	Federal 63%; Local 37%	\$595,000					\$ 595,000		
Wilkinson Road Project	OC Road Commission	Major Renovation	Federal 80%; Local 20%	\$1,515,000							\$1,515,000
Groen Nature Preserve Entrance	Otsego County	Major Renovation	Local 100% (Groen Foundation)	\$300,000		\$ 300,000					
Total Costs: \$20,401,151						\$ 2,670,596	\$ 1,364,555	\$ 450,000	\$ 1,351,000	\$ 13,050,000	\$ 1,515,000

Adopted:			
2018 OBJECTIVE LIST			
OBJECTIVE	INTENT	COMMENTS	COMPLETED
1. Sign Ordinance/ Section 21.38	Review of current sign language, temporary placement of banners and special events	Committee formed / Voluteers: Mr. Arndt, Ms. Corffis, Mr. Hartmann / Ken Arndt to provide file from previous work	Sent to Townships - 1.12.18 - Public Hearing - 3.19.18 - Recommended to BOC ✓
2. Home Occupation/Section 21.12	Enforcement Issues	Committee formed / Voluteers: Mr. Hilgendorf, Mr. Arndt, Mrs. Jarecki, Mr. Hartmann	Sent to Townships - 11.21.17 - Public Hearing - 3.19.18 - Recommended to BOC ✓
3. Restricted Uses/Section 21.34	Enforcement Issues	Committee formed / Voluteers: Mr. Hilgendorf, Mr. Arndt, Mrs. Jarecki, Mr. Hartmann	Sent to Townships - 11.21.17 - Public Hearing - 3.19.18 - Recommended to BOC ✓
4. Recreational Equipment or Trailer/Section 21.33	Enforcement Issues	Committee formed / Voluteers: Mr. Hartmann, Mrs. Jarecki, Mr. Arndt, Mr. Hilgendorf, Mrs. Norton	Committee meeting - 1.18.18 - Sent to Townships - Public Hearing 5.21.18 - Recommended to BOC ✓
5. Township Participation in County Zoning/Article 27	Streamline Process	Committee formed / Voluteers: Mr. Hartmann, Mrs. Jarecki, Mr. Arndt, Mr. Hilgendorf, Mrs. Norton	Committee meeting - 1.18.18

6. Fences/Section 21.10	Enforcement Issues	Committee formed / Voluteers: Mr. Hartmann, Mrs. Jarecki, Mr. Arndt, Mr. Hilgendorf, Mrs. Norton	Committee meeting - 1.18.18 - 2.15.18 -Sent to Townships - 2.22.18 - Public Hearing - 4.16.18 - Recommended to BOC ✓
7. Pets and Other Animals/Section 21.29	Enforcement Issues	Committee formed / Voluteers: Mr. Hartmann, Mrs. Jarecki, Mr. Arndt, Mr. Hilgendorf, Mrs. Norton	Committee meeting - 1.18.18
8. Accessory Buildings/Section21.1			
8. Site Plan Review/ Article 23	Enforcement Issues	Committee formed / Voluteers: Mr. Hartmann, Mrs. Jarecki, Mr. Arndt, Mr. Hilgendorf, Mrs. Norton	Committee meeting - 1.18.18
9. Lot Near Water/Article 18	Enforcement Issues	Committee formed / Voluteers: Mr. Hartmann, Mrs. Jarecki, Mr. Arndt, Mr. Hilgendorf, Mrs. Norton	Committee meeting - 1.18.18
10. Private Roads/ Emergency Vehicle Access	Develop very basic requirements for private roads within Otsego County to insure access is available to all emergency vehicles	To be discussed w/legal counsel / Ken Arndt to provide file from previous work	
11. Non-Conforming Structures/Section 21.26	Act of God language developed to insure property owners the ability to reconstruct their residence in the event of a natural disaster/Setbacks/Time limit	Committee formed / Voluteers: Mr. Arndt, Mr. Hartmann, Mr. Klee	
12. Large Tract Forestry Zoning District	The developing of Ordinance language to protect large parcels from being split up into small parcels, protecting the "up north nature" of Otsego County.	Paul Hartmann sent info from Gloria Torello/To be discussed w/legal counsel for language	Committee meeting - 6.14.17 - Legal counsel sought

<p>13. Overlay District Pigeon River</p>	<p>A recommended action in the 2009 Otsego County Master Plan/Developing special conditions to ensure the protection of the unique characteristics of the Pigeon River Country Area.</p>	<p>To be discussed w/legal counsel for language</p>	
<p>14. Addition to R2 Zoning District/R2b Zoning/ Article 5</p>	<p>Possible addition to R2 Zoning District allowing smaller width structures/5 subdivisions under review for mobiles</p>	<p>Committee formed / Volunteers: Mr. Hartmann, Mr. Arndt, Mr. Brown, Ms. Corfis</p>	<p>Committee meetings - Recommended to Twps - 9.17.18 - Sent to Twps - 9.19.18</p>
<p>15. Wireless Communications/ Section 21.46/ Article 6 R3 Zoning District</p>	<p>Possible amendments to height and lot size/R3 Zoning District</p>	<p>Committee formed / Volunteers: Mr. Arndt, Mr. Hartmann, Mr. Brown, Mr. Hilgendorf, Mrs. Jarecki</p>	<p>Committee meeting - 9.28.18 - Sent to Twps - 10.1.2018</p>