

City of Mackinac Island

7358 Market Street
P.O. Box 455
Mackinac Island, MI 49757



Site Plan Review Checklist

Please Submit With The Application for Zoning Action

As a minimum, the following information shall be included on the site plan submitted for review and processing; more complex plans may require additional information as noted.

NOTE: The engineer, architect, planner and/or designer retained to develop the site plan shall be responsible for securing a copy of the City of Mackinac Island Zoning Ordinance (Ord. No. 479, effective November 12, 2013), which can be obtained via the City's website at www.cityofmi.org.

Site plan review requirements are primarily found within Article 4, General Provisions, and Article 20, Site Plan Review of the City Zoning Ordinance. References are provided whenever possible for the section of the Zoning Ordinance that deals with a particular item. When in doubt, refer to the Zoning Ordinance directly for required information.

For further information, contact Mr. Dennis Dombroski, City Building Official/Zoning Administrator, at (906) 847-4035.

**Optional Preliminary Plan Review
Informational Requirements (Section 20.03)**

<u>Item</u>	<u>Provided</u>	<u>Not Provided or Applicable</u>
1. Name and address of the applicant or developer, including the names and addresses of any officers of a corporation or partners of a partnership	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Legal description of the property	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Sketch drawings showing tentative site plans, property boundaries, placement of structures on the site, and nature of development	<input checked="" type="checkbox"/>	<input type="checkbox"/>

File No. C23.053.070(H)

Exhibit M

Date 9.26.23

Initials KR

**Site Plan Informational
Requirements (Section 20.04, B and C)**

<u>General Information</u>	<u>Provided</u>	<u>Not Provided or Applicable</u>
1. Name and address of the applicant or developer, including the names and addresses of any officers of a corporation or partners of a partnership. For condominium subdivision project site plans, also include the name and address of the planner, design engineer or surveyor who designed the project layout and any interest he holds in the land.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Name and address of the individual or firm preparing the site plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Scale of not greater than one 1 in = 20 ft for a development of not more than three acres and a scale of not less than 1 in = 100 ft for a development in excess of three acres	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Legend, north arrow, scale, and date of preparation	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. Legal description of the subject parcel of land	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Lot lines and general location together with dimensions, angles, and size correlated with the legal description of the property	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. Area of the subject parcel of land	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8. Present zoning classification of the subject parcel <i>see attached 'C' Commercial</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9. Written description of the proposed development operations	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10. Written description of the effect, if any, upon adjoining lands and occupants, and any special features which are proposed to relieve any adverse effects to adjoining land and occupants	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11. A freight hauling plan shall be shown to demonstrate how the materials, equipment, construction debris, and any trash will be transported to and from the property, what, if any motor vehicles may be needed for the project. (Applicant is responsible for ensuring frost laws do not delay necessary actions of this plan).	<input checked="" type="checkbox"/>	<input type="checkbox"/>
12. A construction staging plan shall be shown to demonstrate where and how materials, equipment, construction debris, trash, dumpsters and motor vehicles will be stored and secured during construction. This plan shall ensure the site is kept clean, show how construction debris and trash will be controlled, and how safety issues will be secured including any necessary fencing or barriers that will be needed.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
13. Proposed construction start date and estimated duration of construction. <i>see attached</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
14. Other information pertinent to the proposed development, specifically required by the Zoning Ordinance, and/or as may be determined necessary by the City Planning Commission	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Not Provided or Applicable

Provided

15. Location of natural features such as wood lots, streams, wetlands, unstable soils, bluff lines, rock outcroppings, and similar features (see also Section 4.26)

16. Topography of the site with at least two- to five-foot contour intervals

17. Proposed alterations to topography or other natural features

18. Earth-change plans, if any, as required by state law

Physical Features

see attached - a pdf file sent also

Not Provided or Applicable

Provided

19. Location of existing manmade features on the site and within 100 feet of the site

20. Location of existing and proposed principal and accessory buildings, including proposed finished floor and grade line elevations, height of buildings, size of buildings (square footage of floor space), and the relationship of buildings to one another and to any existing structures on the site

21. For multiple family residential development, a density schedule showing the number of dwelling units per acre, including a dwelling schedule showing the unit type and number of each such units

22. Existing and proposed streets, driveways, sidewalks and other bicycle or pedestrian circulation features

23. Location, size and number of on-site parking areas, service lanes, parking and delivery or loading areas (see also Section 4.16)

24. Location, use and size of open spaces together with landscaping, screening, fences, and walls (see also Section 4.09 and Section 4.21)

25. Description of Existing and proposed on-site lighting (see also Section 4.27)

Not Provided or Applicable

Provided

26. Written description of the potential demand for future community services, together with any special features which will assist in satisfying such demand

27. Proposed surface water drainage, sanitary sewage disposal, water supply and solid waste storage and disposal (see also Section 4.13)

see attached pdf file

28. Location of other existing and proposed utility services (i.e., propane tanks, electrical service, transformers) and utility easements (see also Section 4.13)

See attached

29. Written description and location of stormwater management system to be shown on a grading plan, including pre- and post-site development runoff calculations used for determination of stormwater management, and location and design (slope) of any retention/detention features (see also Section 4.2



**Site Plan Informational (Demolition)
Requirements (Section 20.04, D)**

Demolition	Provided	Not Provided or Applicable
1. Site plan of property where demolition is going to take place. This plan shall include structure(s) being demolished, location of utilities, septic tanks, an itemized statement of valuation of demolition and restoration work to be performed, or other such items as may be required by the building official.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Copy of asbestos survey if required by EGLE or other state department.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3. Results of a pest inspection and, if necessary, a pest management plan.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4. Plans for restoring street frontage improvements (curb closure, sidewalk replacement, street patch, or other items as required by the building official). These items will not be required if building permits for redevelopment have been applied for or if redevelopment is planned within six months. In such case, the cash bond will be held until building permits for redevelopment are issued or improvements are complete. Completion shall not be deferred more than six months. Temporary erosion control and public protection shall be maintained during this time.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
5. A written work schedule for the demolition project. Included in this may be, but are not limited to, street closures, building moving dates, right-of-way work, or other items as required by the building official.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Acknowledgment that if any unknown historic or archeological remains discovered while accomplishing the activity authorized by a permit granted by the City, all work must immediately stop and notification of what was discovered must be made by the applicant to the City as well as any other required offices. The City will initiate the Federal and state coordination required to determine if the remains warrant a recovery effort or if the site is eligible for listing in the National Register of Historic Places.	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**Architectural Review
Informational Requirements (Section 18.05)**

<u>Item</u>	<u>Provided</u>	<u>Not Provided or Applicable</u>
1. Name and address of the applicant or developer, including the names and addresses of any officers of a corporation or partners of a partnership	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Legal description of the property	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Drawings, sketches and plans showing the architectural exterior features, heights, appearance, color and texture of the materials of exterior construction and the placement of the structure on the lot, and any additional information determined necessary by the planning commission to determine compliance with the architectural standards (see also Section 18.06)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Photographs of existing site conditions, including site views, existing buildings on the site, streetscape views in all directions, and neighboring buildings within 150 feet of the site.	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Checklist item # 8

Zoning is Commercial (C)



Checklist item # 9

The proposed demolition involves bringing by barge type like the Beaver a flat barge, the type commonly used for freight, and semis, the demolition vehicles described and listed in the application that can demolish the building and clean up the area and place the debris into dump trucks, which are then hauled off the island by the same type barge.

Prior to this operation the site will be prepared by removing the decking by the edge of the seawall on the lake, and smoothing out the rock surface as the rocks extend all the way down, the rock surface will be smoother out by removing the retaining wall and smoothing out the stones, that are there, to create a smooth level surface along which the demolition vehicles can be moved, the dump trucks backed up just enough to allow the debris to be placed into the dump trucks by a demolition company which has done this and is experienced in this.

Prior to this operation the propane tanks which rest along the storage shed building in the northeast corner, will be removed – see item # 28 the diagram for location – and the electrical line to the shed also disconnected which runs underground. No panel box exists in the shed, it is just one electric line running from a panel box in the main building.

The dump trucks will have special covers placed over them once loaded to prevent debris from falling out. The barge will be then taken to the mainland and then driven to certified landfills all in accordance with safe disposal procedures and local and state wide laws.

None of the work will have any impact upon the property of our neighbors. The demolition is entirely within our property and the removal is entirely by water in front of our property, on the lake. No bottomlands are leased by any neighbor upon which the barge will rest above.

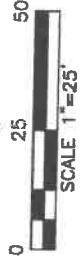
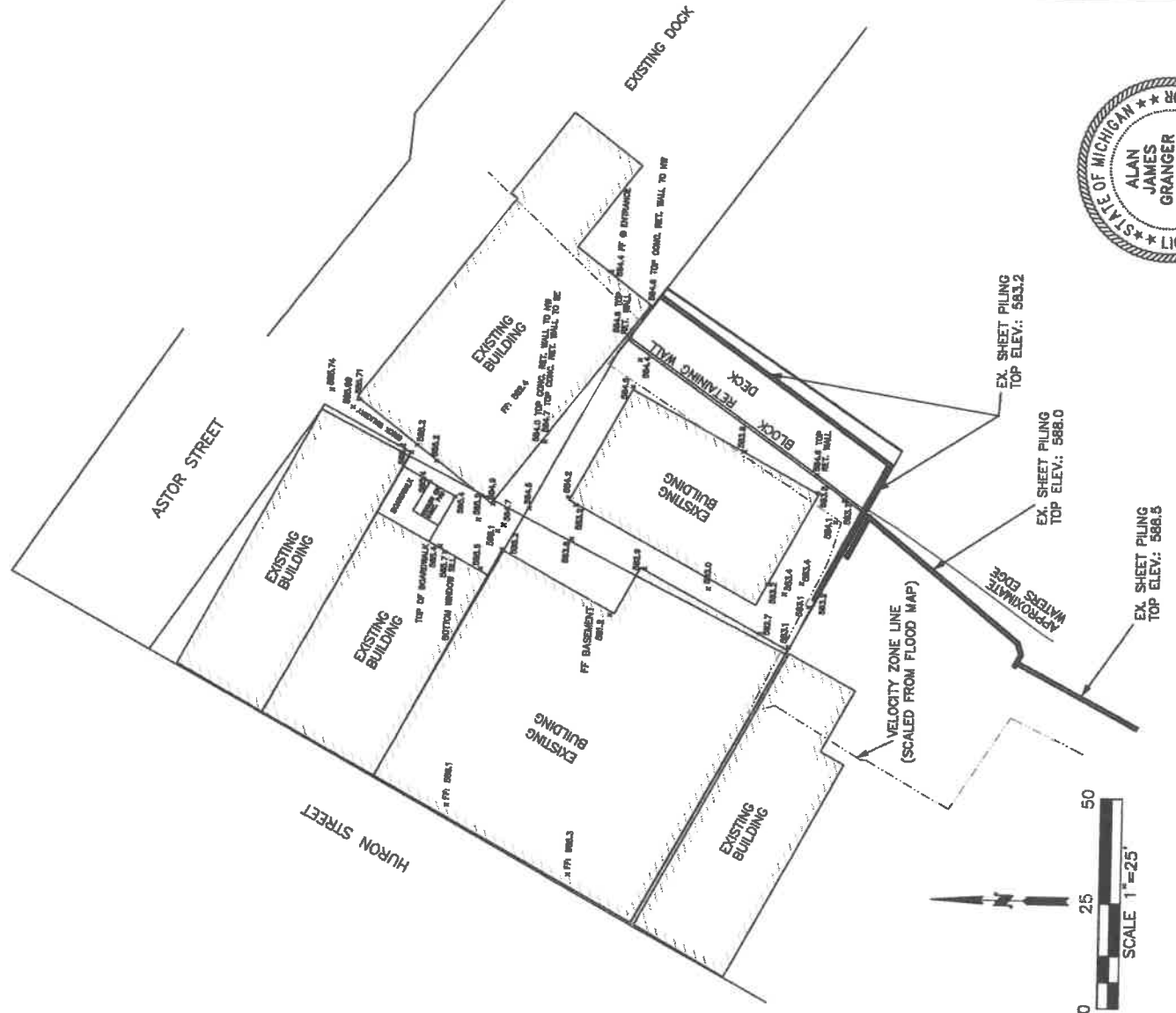
Additionally to demolition and removal of debris a soil boring machine on tractors operated by Trimedia Environmental & Engineering of Marquette and called a geoprobe, will be brought on the barge to do a soil boring to a depth of 20 feet as required by the seawall engineer and engineering firms engaged upon this project. The two engineering firms are Ground Engineering Consultants of Chicago, Robert Lukas, for the seawall barrier to remove our property from the velocity zone and flooding and Wiss Janney Eistner Associates of Detroit, Cheryl Early. The advisor to flood zone removal is Alpine Land Surveying a certified flood plain manager located in Highland Michigan, Karol Grove. Surveyors fill out the application to remove a property from flood zones the basic method is to bring a property above the flood level or determine through a survey that the property is already above flood level without a submitted plan. Surveyors provide the survey data and the expertise.


Checklist item # 13

Proposed date is mid to late November with a maximum time of 2 to 3 weeks for demolition and removal of debris.

Checklist Item # 19 - a pdf file provided for detail

LOT 133, ASSESSOR'S PLAT NO. 3,
CITY OF MACKINAC ISLAND, MACKINAC COUNTY, MICHIGAN



CLIENT: ANTHONY TRAYSER		TITLE: ELEVATION SURVEY	
DATE SEPT. 6, 2023	REVISIONS ORIGINAL ISSUE	 <p>GRANGER SURVEYING 224 S. Main St., Charlevoix, MI 49721 info@grangersurveying.com 231-837-5789 • 800-725-0619</p>	
		SCALE: 1"=25'	PAGE: 1 OF 1
		DRAWN BY: AJG	
		JOB NO.: C1287-06	

Checklist item # 23

The number of occupants has never exceeded 12, or actually even been at 12 occupants. We have sufficient biking for all residents along the neighboring property line defined by the Ice house on the Coal Dock, with extra bike parking on the cement pad by our basement, and inside our basement, and we have never had a scarcity of parking spots for our occupants, or workers, even.

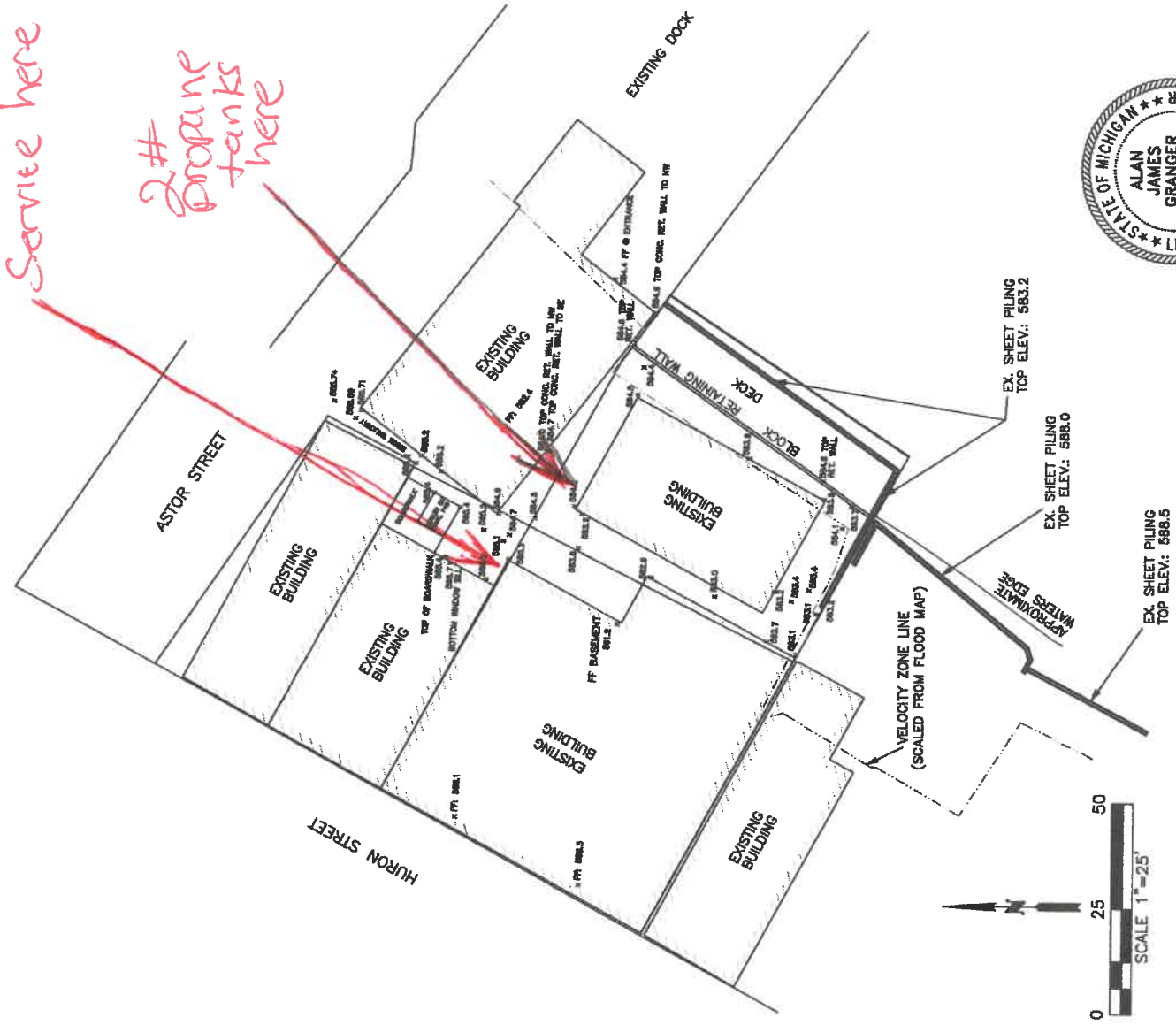
Store merchandise and candy shop supplies are brought to the building on Main Street through the front doors of our stores and not in the back by the proposed shed demolition.


We do however have building supplies brought down the alley way in front of the ice house which has always remained open to us, as well as propane tanks for May's Fudge which has two propane tanks right next to the Shed building which will be disconnected and removed prior to demolition.

Checklist Item #28

LOT 133, ASSESSOR'S PLAT NO. 3,
CITY OF MACKINAC ISLAND, MACKINAC COUNTY, MICHIGAN

Electric Service here
2# Propane tanks here



CLIENT: ANTHONY TRAYSER		TITLE: ELEVATION SURVEY	
DATE SEPT. 6, 2023	REVISIONS ORIGINAL ISSUE	 GRANGER SURVEYING 254 E. Main St., Charlevoix, MI 49721 800-887-9768 • 800-768-8818	
		SCALE: 1"=25'	PAGE: 1 OF 1
		DRAWN BY: AJG	
		JOB NO.: C1287-06	

Trading Post Storage Building Demolition Application

Item 29: Written Description of Stormwater Management System

Currently a 12" diameter city storm pipe is located in the basement of the main Trading Post building running north to south on the east side. The pipe exits the building on the south side and continues underground discharging into the lake at the existing seawall. The east portion of the Trading Post roof discharges into this storm drain via gutter and downspout. The west portion of the Trading Post roof also discharges through gutter and downspout separately to the lake. This roof drainage system will be maintained.

The remainder of the property to the south of the main Trading Post building currently surface drains toward the lake. This drainage pattern will also be maintained.
