

July 29, 2024

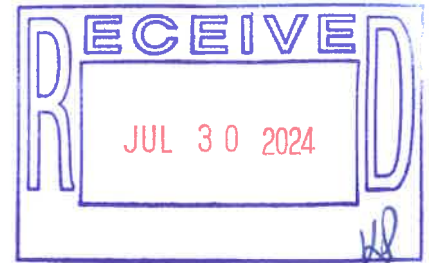
Mackinac Island Planning Commission

File No. HB24-026-046(H)

Exhibit A

Date 7.30.24

Initials KP



The Harbour View Inn is submitting the plan to add an enclosed fire escape at the rear of the old La Chance building at 6860 Main Street. This will replace the old metal open fire escape on the rear of the building (Photo 2, 3, 4) to provide a 4-season safe egress path at the request of the building department. This will require the removal of siding and doors at the rear of the building, the construction of the addition. The new addition will be done to match the remainder of the building as outlined in the plans. The scope of this seasons projects will also include fire suppression for this building, air conditioning updates (Photos 5, 6, 7, 9, 10, 11, 12, 13) for the campus of buildings as well as some rot repairs and roofing updates that is being submitted in concert with the Historic District Commission.

The brick paver walkways have not been finalized by the landscape architect. The existing and the future walkways will continue to be over a bed of natural sand. At this time the zoning ordinance still considers all brick pavers as impenetrable surface based on a known accidental change to the ordinance. This project would need a variance to the lot coverage based on the brick walkways or an update to return the ordinance to it historical form.

Most of the Site Plan Review Checklist items are included in the attached drawings. Below you will find narrative on the remaining items for your review.

This project will have no material effect on adjoining lands and occupants.

We plan to deliver freight for construction to the Main Street side of the building and to the back of the structure via Bogan Lane and Church Street. Material will be stored in the front yard as well as the flat areas in the rear of the buildings. We anticipate making a city council request for dumpsters and telehandler for construction and the typical vehicle request for the waterline installation and paving of Bogan Lane when the street cut is restored. We do not anticipate any fencing needs for safety but will work with the building and fire departments on any needs they see to provide a safe worksite for the public over the winter including markers that identify the dumpster(s) that are lit at night.

The proposed start dates are with the end of the season in 2024. We anticipate completion by April 15th 2025. Their will be additional phase 2 work in the winter of 2025/2026.

We do not anticipate this project to have any change to the exiting community services, water supply, solid waste, sanitary sewer or water drainage.

The demolition of the existing metal staircase on this project is minimal and we have not provided the items on the demolition check list. While digging the new foundation should we find any unknown historic or archeological remains we will immediately shop and make the required notification to the City.

We are looking to also replace items in a "like for like" fashion on the project. They include Rot on the windows at the Chateau building (Photo 1), roof shingle replacement on Chateau (Photo 1) and the bridgeway between guesthouse and carriage house buildings (Photo 14), rot on porches and hand railings, and rot on wood pillars (Photo 15,16,17,18).

Respectfully submitted

Sam Barnwell

Case No. H24-026 046 (H)

Exhibit B

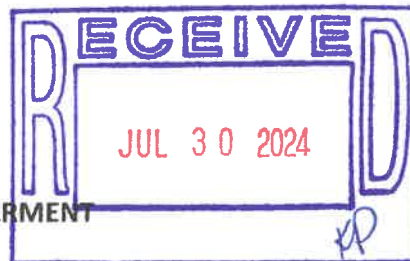
Date 7-30-24

Plans KP

CITY OF MACKINAC ISLAND

PLANNING COMMISSION & BUILDING DEPARTMENT

APPLICATION FOR ZONING ACTION



1

www.cityofmi.org kep@cityofmi.org 906-847-6190 PO Box 455 Mackinac Island, MI 49757

APPLICANT NAME & CONTACT INFORMATION:

Jon Cotton – Manager CCHVI, LLC
906-430-7310 sam@hishotels.com
Phone Number Email Address

Please complete both sides of application.
The Fee and five (5) copies of the application, plans and all required documents must be submitted to the Zoning Administrator fourteen (14) days prior to the scheduled Planning Commission Meeting.

Property Owner & Mailing Address (If Different From Applicant)

CCHVI, LLC
PO Box 1207
Mackinac Island, MI 49757

Is The Proposed Project Part of a Condominium Association? NO
Is The Proposed Project Within a Historic Preservation District? YES
Applicant's Interest in the Project (If not the Fee-Simple Owner): Owner
Is the Proposed Structure Within Any Area That The FAA Regulates Airspace? NO
Is a Variance Required? TBD
Are REU's Required? How Many? NO

Type of Action Requested:

X Standard Zoning Permit _____ Appeal of Planning Commission Decision
_____ Special Land Use _____ Ordinance Amendment/Rezoning
_____ Planned Unit Development _____ Ordinance Interpretation
_____ Other _____

Property Information:

- A. Property Number (From Tax Statement): 051-525-026-00
B. Legal Description of Property: ASSESSORS PLAT NO. 2 BEG AT SW COR OF LOT 72 TH N 10 DEG 35' 34"E 335.2 FT ALONG W LINE TH S 85 DEG 11'00"E 145.0 FT TO E LINE OF LOT 72 TH S 10 DEG 23'30"W 346.0 FT ALONG E LINE TO S LINE OF LOT 72 TH W'LY ALONG S LINE 147 FT M/L TO THE POB ALSO BEG AT THE SE COR OF LOT 76 TH N 71 DEG 11'57"W 62.5 FT ALONG S LINE TO W LINE TH N 12 DEG 14'51"E 170.9 FT ALONG W LINE TO N LINE OF LOT 76 TH S 74 DEG 47'57"E 65.15 FT ALONG N LINE TO E LINE TH S 13 DEG 13'34"W 174.7 FT TO THE POB. ALL OF LOT 76 AND PART OF LOT 72.
C. Address of Property: 6860 MAIN ST
D. Zoning District: HB
E. Site Plan Checklist Completed & Attached: Yes
F. Site Plan Attached: (Comply With Section 20.04 of the Zoning Ordinance) Yes
G. Sketch Plan Attached: Yes
H. Architectural Plan Attached: Yes
I. Association Documents Attached (Approval of project, etc.): NA
J. FAA Approval Documents Attached: NA
K. Photographs of Existing and Adjacent Structures Attached: Yes

Proposed Construction/Use:**A. Proposed Construction:**

____ New Building

X Alteration/Addition to Existing Building

____ Other, Specify _____

B. Use of Existing and Proposed Structures and Land:

Existing Use (If Non-conforming, explain nature of use and non-conformity):

Hotel

Proposed Use: Hotel

C. If Vacant: NA

Previous Use: _____

Proposed Use: _____

STATE OF MICHIGAN)
COUNTY OF MACKINAC) ss.

AFFIDAVIT

The applicant agrees that the permit applied for, if granted, is issued on the representation made herein and that the permit issued may be revoked without further notice on any breach of representation or conditions.

The applicant further understands that any permit issued on this application will not grant any right of privilege to erect any structure or to use any premises described for any purposes or in any manner prohibited by the Zoning Ordinance, or by other codes or ordinances or regulations of the City of Mackinac Island.

The Applicant further agrees to furnish evidence of the following before a permit will be granted:

- A. Proof of ownership of the property; and/or other evidence establishing legal status to use the land in the manner indicated on the application.
- B. Proof that all required federal, state, county, and city licenses or permits have been either applied for or acquired.
- C. Other information with respect to the proposed structure, use, lot and adjoining property as may be required by the Zoning Administrator in accord with provisions of the Mackinac Island Zoning Ordinance.

The Applicant further agrees to notify the Zoning Administrator when construction reaches the stage of inspection stated on the permit, if granted. Upon completion of construction to the structure(s) or land the Zoning Administrator shall inspect the premises for compliance with the Mackinac Island Zoning Ordinance and the terms of this permit. Upon determination of compliance, an occupancy permit may be issued. It is further understood that pursuant to the City of Mackinac Island Zoning Ordinance, No. 479 and amendments, adopted November 2013, unless a substantial start on the construction is made within one year, unless construction is completed within one and one-half years from the date of issuance of the permit, this permit shall come under review by the Planning Commission and may either be extended or revoked.

The undersigned affirms that he/she or they is (are) the applicant and the Owner (specify: owner, Lessee, Architect/Engineer, Contractor or other type of interest) involved in the application and that the answers and statements herein attached are in all respects true and correct to the best of his, her or their knowledge and belief. The applicant hereby further affirms that he/she or they has read the foregoing and understands the same. If the applicant

is other than the owner, then a notarized affidavit from the owner, giving the applicant permission to seek the requested zoning action on their behalf, shall also be submitted with this application.

Signature  SIGNATURES _____
 Signature _____
Jon Cotton _____
 Please Print Name Please Print Name

Signed and sworn to before me on the 29 day of July, 2024.

SARA TERRIO
 NOTARY PUBLIC, STATE OF MI
 COUNTY OF OAKLAND
 MY COMMISSION EXPIRES Jan 1, 2030
 ACTING IN COUNTY OF Wayne


 Notary Public
Oakland County, Michigan
 My commission expires: January 1, 2030

FOR OFFICE USE ONLY

Zoning Permit Issued: _____

Inspection Record:

	Inspection	Date	Inspector	Comments
1.				
2.				
3.				

Occupancy Permit Issued _____

Revised October 2023

OFFICE USE ONLY

FILE NUMBER: H324 026-046 (H) FEE: \$400-
 DATE: 7.30.24 CHECK NO: _____ INITIALS: KD
 Revised October 2023

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	☒	☐
2. Legal description of the property	☒	☐
3. Sketch drawings showing tentative site plans, property boundaries, placement of structures on the site, and nature of development	☒	☐

**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.	☒	☐
2. Name and address of the individual or firm preparing the site plan	☒	☐
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	☒	☐
4. Legend, north arrow, scale, and date of preparation	☒	☐
5. Legal description of the subject parcel of land	☒	☐
6. Lot lines and general location together with dimensions, angles, and size correlated with the legal description of the property	☒	☐
7. Area of the subject parcel of land	☒	☐
8. Present zoning classification of the subject parcel	☒	☐
9. Written description of the proposed development operations	☒	☐
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	☒	☐
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).	☒	☐

- | | | |
|---|-------------------------------------|--------------------------|
| 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. | ☒ | ☐ |
| 13. Proposed construction start date and estimated duration of construction. | ☒ | ☐ |
| 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 | ☒ | ☐ |

Natural Features

Provided

Not Provided
or Applicable

- | | | |
|---|-------------------------------------|-------------------------------------|
| 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

Provided

Not Provided
or Applicable

- | | | |
|---|-------------------------------------|--------------------------|
| 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

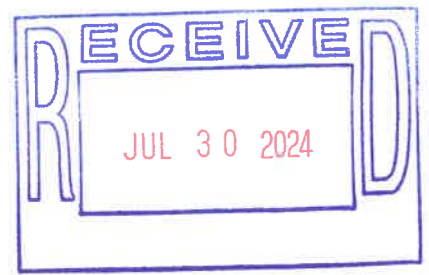
22. Existing and proposed streets, driveways, sidewalks and other bicycle or pedestrian circulation features	☒	☐
23. Location, size and number of on-site parking areas, service lanes, parking and delivery or loading areas (see also Section 4.16)	☒	☐
24. Location, use and size of open spaces together 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)	☒	☐
<u>Utility Information</u>	<u>Provided</u>	<u>Not Provided or Applicable</u>
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)	☐	☒
28. Location of other existing and proposed utility services (i.e., propane tanks, electrical service, transformers) and utility easements (see also Section 4.13)	☒	☐
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.	☐	☒

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

<u>Demolition</u>	<u>Provided</u>	<u>Not Provided or Applicable</u>
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.	☐	☒
2. Copy of asbestos survey if required by EGLE or other state department.	☐	☒
3. Results of a pest inspection and, if necessary, a pest management plan.	☐	☒
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.	☐	☒
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.	☐	☒
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.	☒	☐

***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	☒	☐
2. Legal description of the property	☒	☐
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)	☒	☐
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.	☐	☒



Harbour View Planning Commission Application Attachment:

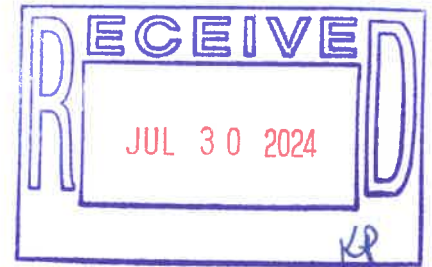
Parcel Number: 051-525-026-00

Legal Description from Tax roll: ASSESSORS PLAT NO. 2 BEG AT SW COR OF LOT 72 TH N 10 DEG 35' 34"E 335.2 FT ALONG W LINE TH S 85 DEG 11'00"E 145.0 FT TO E LINE OF LOT 72 TH S 10 DEG 23'30"W 346.0 FT ALONG E LINE TO S LINE OF LOT 72 TH W'LY ALONG S LINE 147 FT M/L TO THE POB ALSO BEG AT THE SE COR OF LOT 76 TH N 71 DEG 11'57"W 62.5 FT ALONG S LINE TO W LINE TH N 12 DEG 14'51"E 170.9 FT ALONG W LINE TO N LINE OF LOT 76 TH S 74 DEG 47'57"E 65.15 FT ALONG N LINE TO E LINE TH S 13 DEG 13'34"W 174.7 FT TO THE POB. ALL OF LOT 76 AND PART OF LOT 72.

Further legal description can be found on the included ALTA survey as part of the drawing packet.

29 July 2024

City of Mackinac Island Building Department,



Please accept this letter authorizing Sam Barnwell as my agent to speak on behalf of the properties owned by Harbour View Mackinac, LLC, CCHVI, LLC, and CCHVI Housing, LLC, to any department or board of the City of Mackinac Island.

Sincerely

A handwritten signature in blue ink, appearing to read "Jon Cotton".

Jon Cotton

Manager – Harbour View Mackinac, LLC
Manager – CCHVI, LLC
Manager - CCHVI Housing, LLC

File No. HB24-026-046(H)
Exhibit E
Date 7.30.24
Initials KP