

# CITY OF MACKINAC ISLAND

## AGENDA

### PLANNING COMMISSION

Tuesday, June 11, 2024 at 4:00 PM

City Hall – Council Chambers, 7358 Market St., Mackinac Island, Michigan

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- I. **Call to Order**
- II. **Roll Call**
- III. **Pledge of Allegiance**
- IV. **Approval of Minutes**
  - a. [May 14, 2024 Public Hearing](#)
  - b. [May 14, 2024](#)
- V. **Adoption of Agenda**
- VI. **Correspondence**
  - a. [Letter from Allen Burt, DPW](#)
- VII. **Staff Report**
  - a. HDC Meeting Summary
  - b. REU Update
- VIII. **Committee Reports**
  - a. Master Plan Update
- IX. **Old Business**
- X. **New Business**
  - a. [R123-066-103\(H\) Callewaert Shed](#)
  - b. [C24-019-031\(H\) Coal Dock Fencing](#)
- XI. **Public Comment**
- XII. **Adjournment**

MINUTES

PUBLIC HEARING OF THE PLANNING COMMISSION

Tuesday, May 14, 2024 at 3:30 PM

City Hall – Council Chambers, 7358 Market St., Mackinac Island, Michigan

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**I. Call to Order**

The Public Hearing was called to order at 3:43 PM.

**II. Roll Call**

PRESENT

Trish Martin

Jim Pettit

Michael Straus

Anneke Myers

Mary Dufina

Lee Finkel

ABSENT

Ben Mosley

**III. Pledge of Allegiance**

**IV. Adoption of Agenda**

The purpose of the hearing is for Special Land Use required by Section 7a.03 in the R4 District for boardinghouse uses.

**V. Correspondence**

a. Letter of Objection - Candy Smith

Straus read the letter aloud

b. Letter of Support from Moskwa's

Straus read the letter aloud

c. Letter of Support from Gidley's

Straus read the letter aloud.

## VI. New Business

### a. R424-043-011 GFAK LLC Special Land Use

The plans and narrative were all submitted along with the letter from June Campbell regarding pets, that Straus read aloud. A Zoning board of Appeals letter was submitted by the applicant's architect, Corey Omev of Kaleido Studio Architecture, LLC. Myers asked Dombroski about the letter. Myers stated that she had spoken to Evashevski and she said that the property is a preexisting nonconforming use and adding the boardinghouse to the property now kicks it to the ZBA, similar to Dennis Cawthorne's property. Dombroski further explained that based on Section 5.06, the property currently consists of three residential units, and it was discovered that when the zoning changed from R3 to R4, multi-family is not allowed in R4. Dombroski thinks it may have been an oversight. As a result per section 5.06 a "A nonconforming use shall not change in the type or nature of the original nonconforming use, including, but not limited to, expansion of the structure in which the use is conducted, unless the owner demonstrates to the zoning board of appeals that the change will not materially change the nonconformity of the use" Going from single family to boardinghouse is a change and that is why it needs to go to ZBA. Straus read the letter from Omev aloud. Myers asked what would the maximum possible density could be there. Dombroski did not calculate but Pettit stated 25 people based on the lot size. Applicant is stating it will be a maximum of 4. Myers stated if that changes the applicant would have to come back to the Planning Commission. Finkel referred to letter from Allen Burt. Burt stated 0.5 REU will be required.

## VII. Public Comment

No public comment.

Cory Omev said he would be happy to answer any questions.

## VIII. Adjournment

Motion to adjourn.4:01

Motion made by Finkel, Seconded by Dufina.  
Voting Yea: Martin, Straus, Myers, Finkel

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Michael Straus, Chairman

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Katie Pereny, Secretary



MINUTES

PLANNING COMMISSION

Tuesday, May 14, 2024 at 4:00 PM

City Hall – Council Chambers, 7358 Market St., Mackinac Island, Michigan

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**I. Call to Order**

The meeting was called to order at 4:02 PM.

**II. Roll Call**

PRESENT

Trish Martin

Jim Pettit

Michael Straus

Anneke Myers

Ben Mosley

Mary Dufina

Lee Finkel

**III. Pledge of Allegiance**

**IV. Approval of Minutes**

a. April 9, 2024 Minutes

Motion to approve as written

Motion made by Dufina, Seconded by Finkel.

Voting Yea: Martin, Pettit, Straus, Myers, Mosley, Dufina, Finkel

**V. Adoption of Agenda**

Motion to approve as amended. The amendment was to add "Trash Discussion" to Old Business.

Motion made by Myers, Seconded by Mosley.

Voting Yea: Martin, Pettit, Straus, Myers, Mosley, Dufina, Finkel

## VI. Correspondence

None

## VII. Staff Report

### a. HDC Meeting Summary

Finkel summarized the HDC meeting. After three votes on the red house demolition, it was finally approved to allow demolition with the caveat that Dickinson homes would replicate everything that they can, by taking the facade back to their factory and preserving or replicating the front of the house. Straus stated it was brought up several times that City Council should be involved but City Council tried to meet with the HDC but a quorum for the HDC could not be achieved.

### b. REU Update

Straus read Burt's letter aloud. Motion to place on file

Motion made by Mosley, Seconded by Myers.

Voting Yea: Martin, Pettit, Straus, Myers, Mosley, Dufina, Finkel

Straus stated there was a lot of open ended statements and he was hoping for more information. Pettit stated that Pulte at Stonecliffe wanted to build a 200 unit condo unit and once the moratorium is done we will be in a different world. Myers brought up at Master Plan vehicles were discussed. Myers stated people need to sit down and put their thinking caps on and come up with some ideas. Pettit stated there may be other communities that already faced this. Myers stated this is probably a unique situation. We are not trying to promote growth. The plan review has been updated to add construction statements, Myers thinks we will need in addition to the construction statements it needs to be clear that the Planning Commission isn't going to make exceptions for you because you planned a spring set. Finkel asked about the motor vehicle ban Myers mentioned. Finkel asked if on their property or on the roads. Myers stated all vehicles. Straus suggested sending back a letter to Burt asking if he had any suggestions. Motion by Straus, second by Myers to send a letter to Burt asking for recommendations. All in favor. Motion carries.

## VIII. Committee Reports

### a. Master Plan Update

Myers stated they met yesterday. We worked with Adam Young to get through the Goals and Policies section and they were able to complete. The next meeting in June will be the Future Land Use chapter. Martin stated if anyone has some solid

ideas regarding any concerns brought up, the committee would love to hear them. Myers stated they got a grant to look at things like housing.

## IX. Old Business

### a. R424-043-011 GFAK LLC Special Land Use

There was just a public hearing. At this point it needs to be sent to ZBA. Dombroski said you need to vote on special land use. The Special Land Use and ZBA are two separate issues. Dombroski thinks you can approve the special land use contingent on ZBA approval. Motion to approve the special land use with the following findings: 1-Standard Met, 2- Coowner intends to be a year round resident. This would control the transient nature and the density is limited to 4. In addition the owners are prohibiting dogs. 3, true. 4- true. 5 - there are no changes. 6 - ZBA will weigh in on one of the issues but the rest is ok. Motion to approve the Special Land Use contingent on ZBA approval of section 5.06. Jurcak asked about septic or sewer but Myers stated it is not new construction and the foot print is not changing.

Motion made by Finkel, Seconded by Martin.

Voting Yea: Martin, Pettit, Straus, Myers, Mosley, Dufina, Finkel

Motion by Myers, second by Mosley to send to ZBA with a recommendation for approval for a finding under Sect 5.06a.

Voting Yea: Martin, Pettit, Straus, Myers, Mosley, Dufina, Finkel

### b. R423-051-005 Harbor View Permit Extension Request

Dombroski stated this is for the boardinghouse that was approved next to Old Barn. Now that the property has changed hands, they are rethinking the building. If the extension is granted they could come back with an amendment. Motion to approve.

Motion made by Myers, Seconded by Mosley.

Voting Yea: Martin, Pettit, Straus, Myers, Mosley, Dufina, Finkel

### c. HB23-001-094 Grand Hotel Retaining Wall Plantings

Straus stated when the wall was approved there was an understanding that the Planning Commission would have input on the plantings. Jurcak stated he will give the Planning Commission a list of plantings. Invasive species were taken out. Jurcak stated they worked with Drew and the landscape architect. Finkel asked if plantings were picked to prevent erosion. Jurcak stated partly. We just planted to get open. Straus stated the initial approval included that the Planning Commission would be included with what would be planted. Jurcak stated he will provide a list.

## Pettit - Trash Discussion

send letter to chief and ask if he can enforce the ordinance. Pettit stated the 10:00 and 4:00 pickup isn't being done. Myers stated she agrees. Myers stated we could have Chief Topolski talk to the service company about picking up at the correct times. Goal is to limit the time trash is on the streets. Myers suggested maybe the traffic interns could address this too by handing out information on the trash ordinance. Straus asked if we sent a reminder letter. Myers stated we did last year. Straus asked if it should be an annual letter? The trash info letter should go out with the business licenses. Myers stated there has also been screening problems with trash. There have been numerous complaints about the trash behind Gate House. Jurcak stated he has addressed the trash issue and they will be going to HDC for an enclosure.

## X. New Business

### a. R424-018-022 Doud New Porch and Steps

Doud stated Ducks house has an old concrete porch. Doud would like to tear down and rebuild using 6x8 composite deck with wood pickets. Previous application was an addition with the steps. This application is just the steps. Motion to approve

Motion made by Myers, Seconded by Mosley.

Voting Yea: Martin, Pettit, Straus, Myers, Mosley, Dufina, Finkel

### b. Mackinac Island Ferry Co Dock Lighting

New lighting has been installed on MIFC dock. The lights are bright white lights that radiate down on to the water. Finkel brought up a question on fines for doing work without permission. Straus stated he wasn't sure who had the jurisdiction over lighting. Myers stated there is a light section in the Planning Commission ordinance under Site Plan Review. Finkel confirmed that the HDC reviews lighting. It should probably go to HDC as well. Straus stated it is not consistent with dark sky. Dombroski thinks it should be addressed. The lights should be warmer. Myers concern is that they will be put on other docks and whole thing would be bright white. Myers suggested we recommend to HDC that they look at this installation and also write a letter to MIFC saying we have seen light change and it is too bright. Dombroski stated that Lumens and Calvins are elements of light. Colder lighting is around 5000 calvin and warmer would be 2100 to 2700 range. Lumens is the same. Mosley asked if we should address the calvins in different districts. Letter to MIFC to attend a meeting. Myers pointed out section 20.01 refers to any changes to buildings in the marine district and wondered if this would be considered a modification. Straus would like to ask Evashevski for her interpretation of whether we could comment on light. Myers pointed out the different sections that she believes



may apply; Section 4.27 refers to lights direction and should not interfere with adjacent properties, Section 18.06c, item 9, Exterior Lighting. Myers confirmed we don't have a site plan that should have been modified since it is older. Dufina suggested section 4.01 could be relevant as well. The Commission was not certain if bulbs or fixtures were changed. Motion to send letter to HDC and MIFC, and copy Evashevski on the letter to MIFC.

Motion made by Myers, Seconded by Pettit.

Voting Yea: Martin, Pettit, Straus, Myers, Mosley, Dufina, Finkel

**XI. Public Comment**

None.

**XII. Adjournment**

Motion to adjourn at 4:57 PM.

Motion made by Myers, Seconded by Mosley.

Voting Yea: Martin, Pettit, Straus, Myers, Mosley, Dufina, Finkel

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Michael Straus, Chairman

Katie Pereny, Secretary



## City of Mackinac Island

### Department of Public Works 7358 Market Street, Mackinac Island, MI 49757

PO Box 515

Dear Commissioners,

Last month, you asked me to elaborate on my comments regarding the upcoming end of the REU system as it relates to future development on Mackinac. I apologize for not being able to attend in person, as usual, to answer your questions more directly.

Since June of 2004 a City Council-enacted building moratorium has been in place due to the dwindling capacity of our wastewater treatment facility. As a result, the REU system was formed. Limits were placed on the number of REUs sold each year with the goal of extending the life of the existing plant and allowing us time to build a new facility. That was a six-year plan. Now, 20 years later, we find ourselves finally at the end of the REU system with a new plant under construction. The entire reason for the 2004 building moratorium will soon be gone.

Due to the moratorium and REU system, the Department of Public Works was placed in the unusual (and, very possibly, unique) position of pacing growth on the Island. With the end of the moratorium, that will no longer be the case. The DPW will no longer, in any way, limit or pace development in the City. Instead, the DPW will return to its traditional role under which its focus will be the provision of the water and sewer infrastructure necessary to meet the needs of the community. Connection fees will be charged for tapping into the water and sewer systems, but there will be no rationing. Very simply, growth management will no longer be the role of Public Works.

The DPW responds to the utility needs of the community as reflected in the plans and policies established in the Master Plan and the Zoning Code and implemented by the Planning Commission. In fact, the capacity of the new wastewater treatment plant is based directly on the growth potential reflected in the current city Master Plan. We are not, and should not be, the regulatory body shaping City growth and development. We do not exist to limit, shape, or pace growth, nor is that my role, in any way under normal circumstances, as Director.

Growth has been limited, to some degree, by the sale of REUs. To what degree, I do not know. Furthermore, I do not know what to expect as we move to this new era. I do not have any suggestions to limit future growth, or even if that is appropriate. I simply want to point out the end of the moratorium is approaching and that the current limiting factor of growth will not exist anymore.

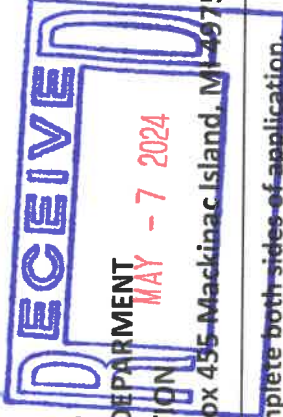
In April, I shared the article linked below with Commissioner Myers. I find it an interesting point of view, and one worthy of consideration. However, I am not in any way an expert on City growth and planning. I leave that to the appointed and elected bodies who are directly responsible for those considerations.

<https://www.strongtowns.org/journal/2019/1/9/growth-and-the-fallacy-of-control>

With respect,

A handwritten signature in black ink, appearing to read "Allen Burt".

Allen Burt  
Director of Public Works



CITY OF MACKINAC ISLAND  
PLANNING COMMISSION & BUILDING DEPARTMENT  
APPLICATION FOR ZONING ACTION

www.cityofmi.org kep@cityofmi.org 906-847-6190 PO Box 495 Mackinac Island, MI 49757

APPLICANT NAME & CONTACT INFORMATION:

Ryan Green  
906 430 0968 ryan.green@theislandhouse.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)

Todd Callewert 7742 Main St 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): Project Manager
- Is the Proposed Structure Within Any Area That The FAA Regulates Airspace? NO
- Is a Variance Required? How Many? NO
- Are REU's Required? How Many? NO

Type of Action Requested:

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

Property Information:

- A. Property Number (From Tax Statement): 051-575-066-00
- B. Legal Description of Property: Plat No 4 Lat 13 Block 5
- C. Address of Property: 7742 Main St
- D. Zoning District: RA
- E. Site Plan Checklist Completed & Attached: \_\_\_\_\_
- F. Site Plan Attached: (Comply With Section 20.04 of the Zoning Ordinance) Yes
- G. Sketch Plan Attached: Yes
- H. Architectural Plan Attached: NA
- 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: X New Building 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): Residential use.  
Proposed Use: Residential Storage shed  
File No. R123.066.103(H)

C. If Vacant:

Previous Use: NA  
Proposed Use: \_\_\_\_\_  
Length of Time Parcel Has Been Vacant: \_\_\_\_\_  
Exhibit J  
Date 5.7.24  
Initials KP

OFFICE USE ONLY

FILE NUMBER: R123.066.103(H) FEE: 0/50 + 250 fine  
DATE: 5.7.24 CHECK NO: 1407 INITIALS: KP

# 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

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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](http://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.

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### *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"/>

**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 type="checkbox"/>	<input checked="" 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	<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 type="checkbox"/>	<input checked="" 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 type="checkbox"/>	<input checked="" type="checkbox"/>
13. Proposed construction start date and estimated duration of construction.	<input type="checkbox"/>	<input checked="" 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 type="checkbox"/>	<input type="checkbox"/>

<u>Natural Features</u>	<u>Provided</u>	<u>Not Provided or Applicable</u>
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)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
16. Topography of the site with at least two- to five-foot contour intervals	<input type="checkbox"/>	<input checked="" type="checkbox"/>
17. Proposed alterations to topography or other natural features	<input type="checkbox"/>	<input checked="" type="checkbox"/>
18. Earth-change plans, if any, as required by state law	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Physical Features

	<u>Provided</u>	<u>Not Provided or Applicable</u>
19. Location of existing manmade features on the site and within 100 feet of the site	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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	<input type="checkbox"/>	<input checked="" type="checkbox"/>
22. Existing and proposed streets, driveways, sidewalks and other bicycle or pedestrian circulation features	<input type="checkbox"/>	<input checked="" type="checkbox"/>
23. Location, size and number of on-site parking areas, service lanes, parking and delivery or loading areas (see also Section 4.16)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
24. Location, use and size of open spaces together with landscaping, screening, fences, and walls (see also Section 4.09 and Section 4.21)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
25. Description of Existing and proposed on-site lighting (see also Section 4.27)	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Utility Information

	<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	<input type="checkbox"/>	<input checked="" type="checkbox"/>
27. Proposed surface water drainage, sanitary sewage disposal, water supply and solid waste storage and disposal (see also Section 4.13)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
28. Location of other existing and proposed utility services (i.e., propane tanks, electrical service, transformers) and utility easements (see also Section 4.13)	<input type="checkbox"/>	<input checked="" type="checkbox"/>

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)**

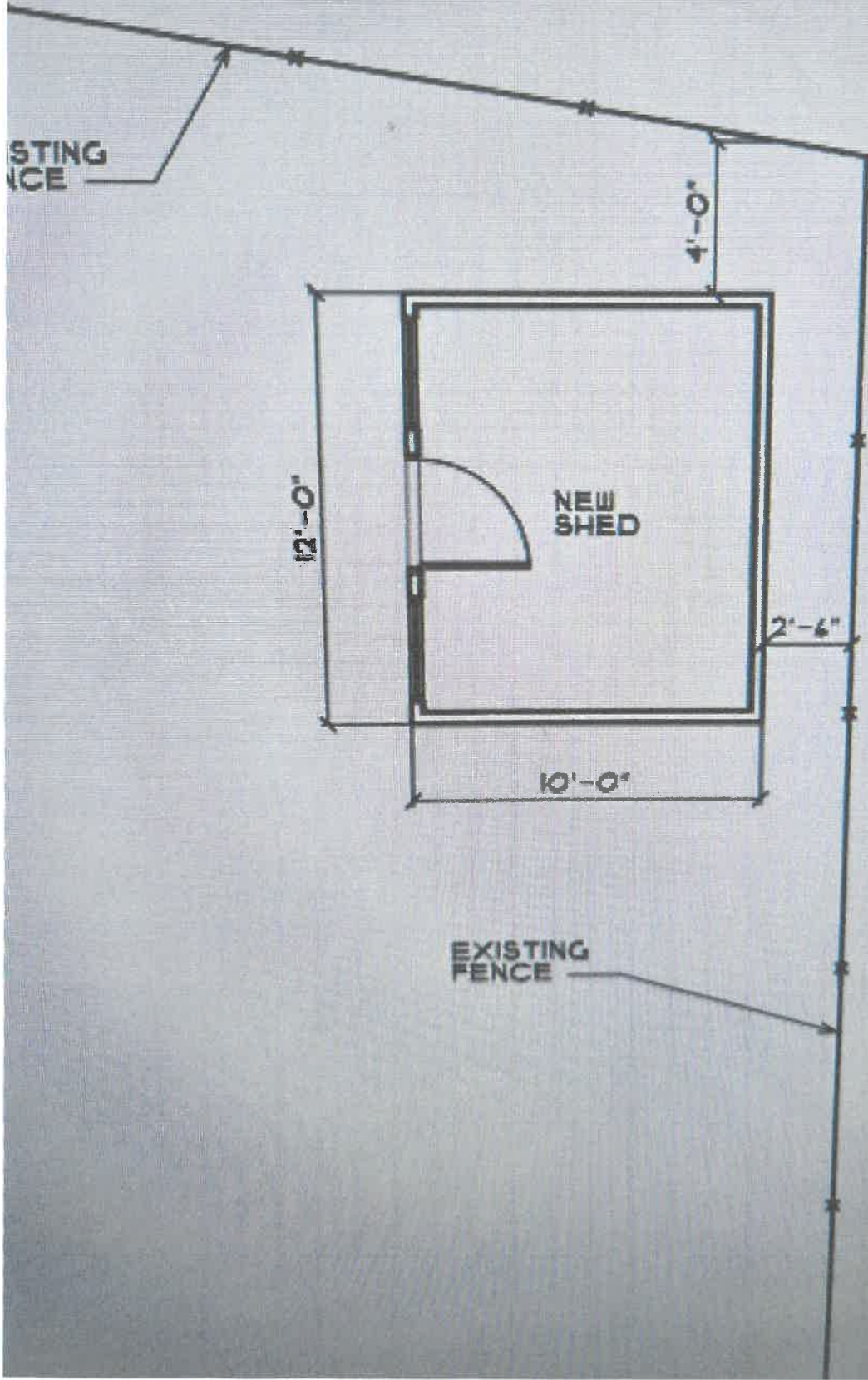
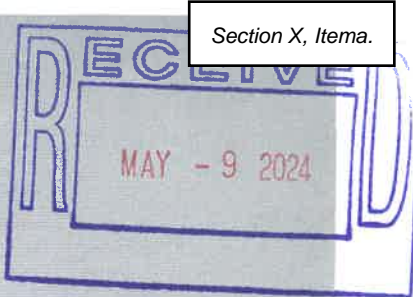
<u>Demolition</u>	<u>Provided</u>	<u>Not Provided or Applicable</u>
1. Site plan of property where demolition is going to take place. This plan shall include structure(s) being demolished, location of utilities, septic tanks, an itemized statement of valuation of demolition and restoration work to be performed, or other such items as may be required by the building official.	<input type="checkbox"/>	<input checked="" 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 type="checkbox"/>	<input checked="" 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 type="checkbox"/>	<input checked="" 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"/>

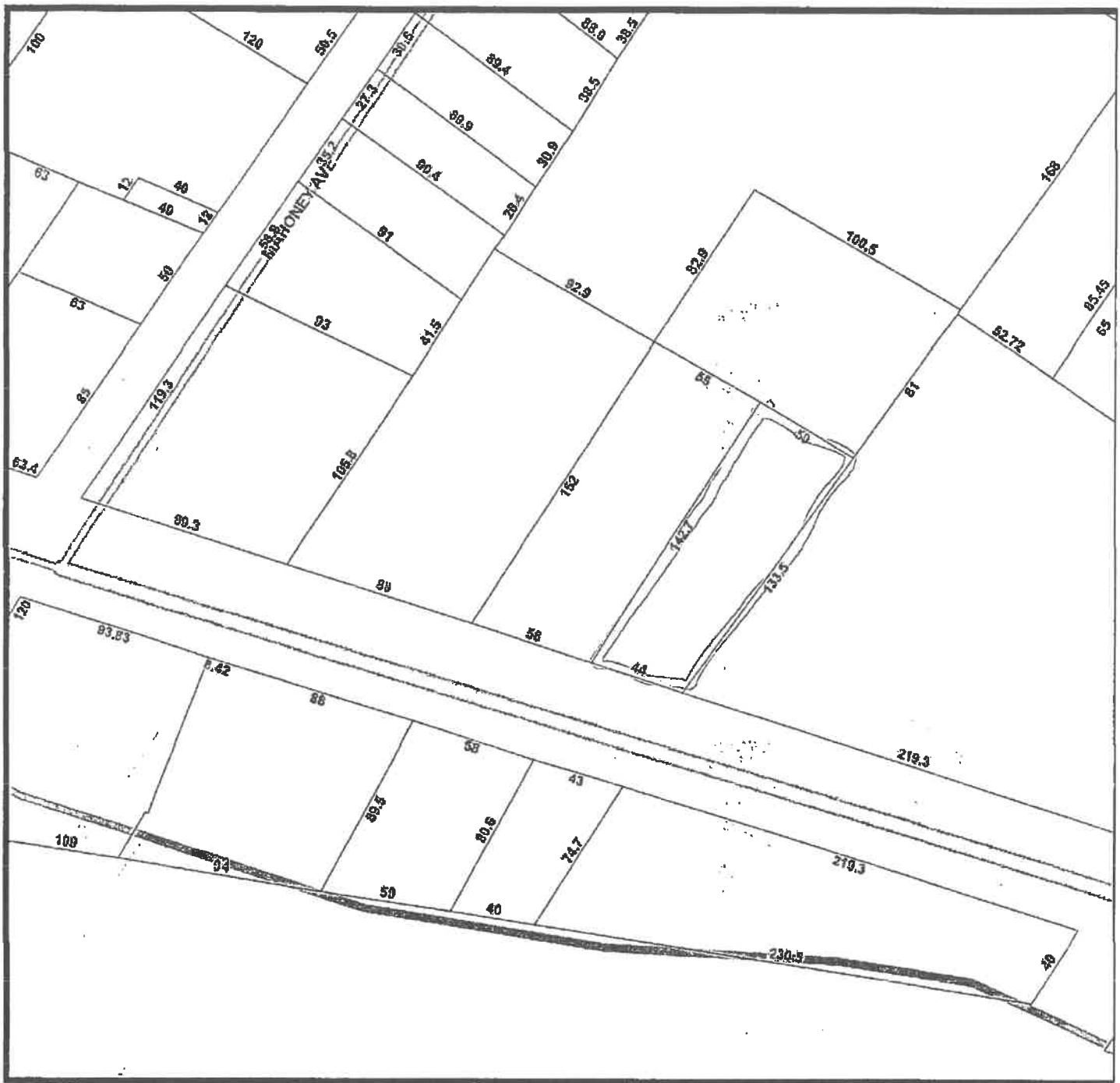
Section X, Itema.





051-575-066-00 X  
CALLEWAERT TODD ETAL  
7742 MAIN ST, MACKINAC ISLAND

RECEIVED  
MAY - 9 2024



Assessor's Plot NO 4 Lot 13  
Block 5

Section X, Item.



Section X, Item.



Section X, Itema.



Section X, Item.

REC  
 DEC - 6, 2023  
 KP



File No. R123-016-103(H)  
 Exhibit ID  
 Date 12/6/23

Initials KP



Section X, Itema.



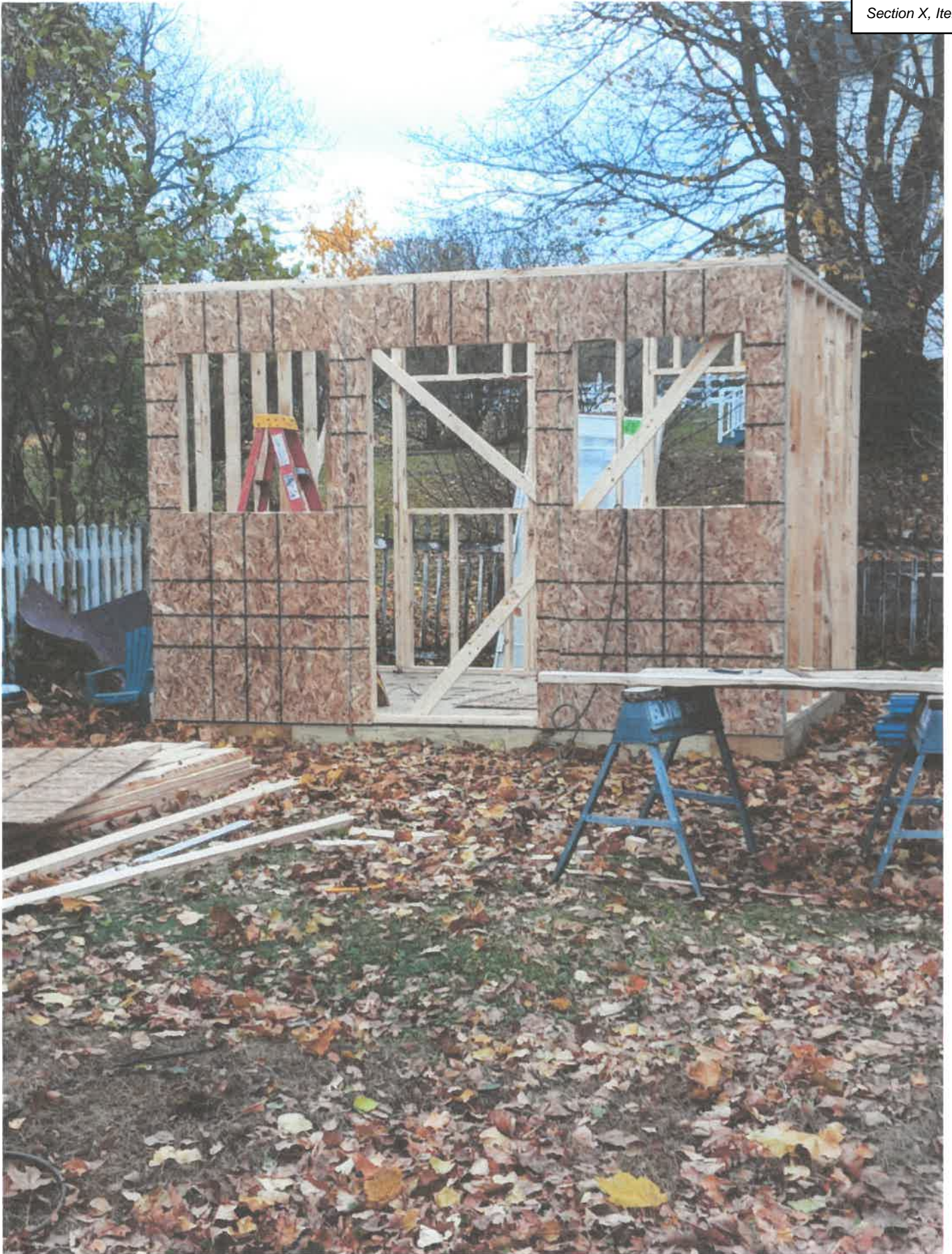
Section X, Item.

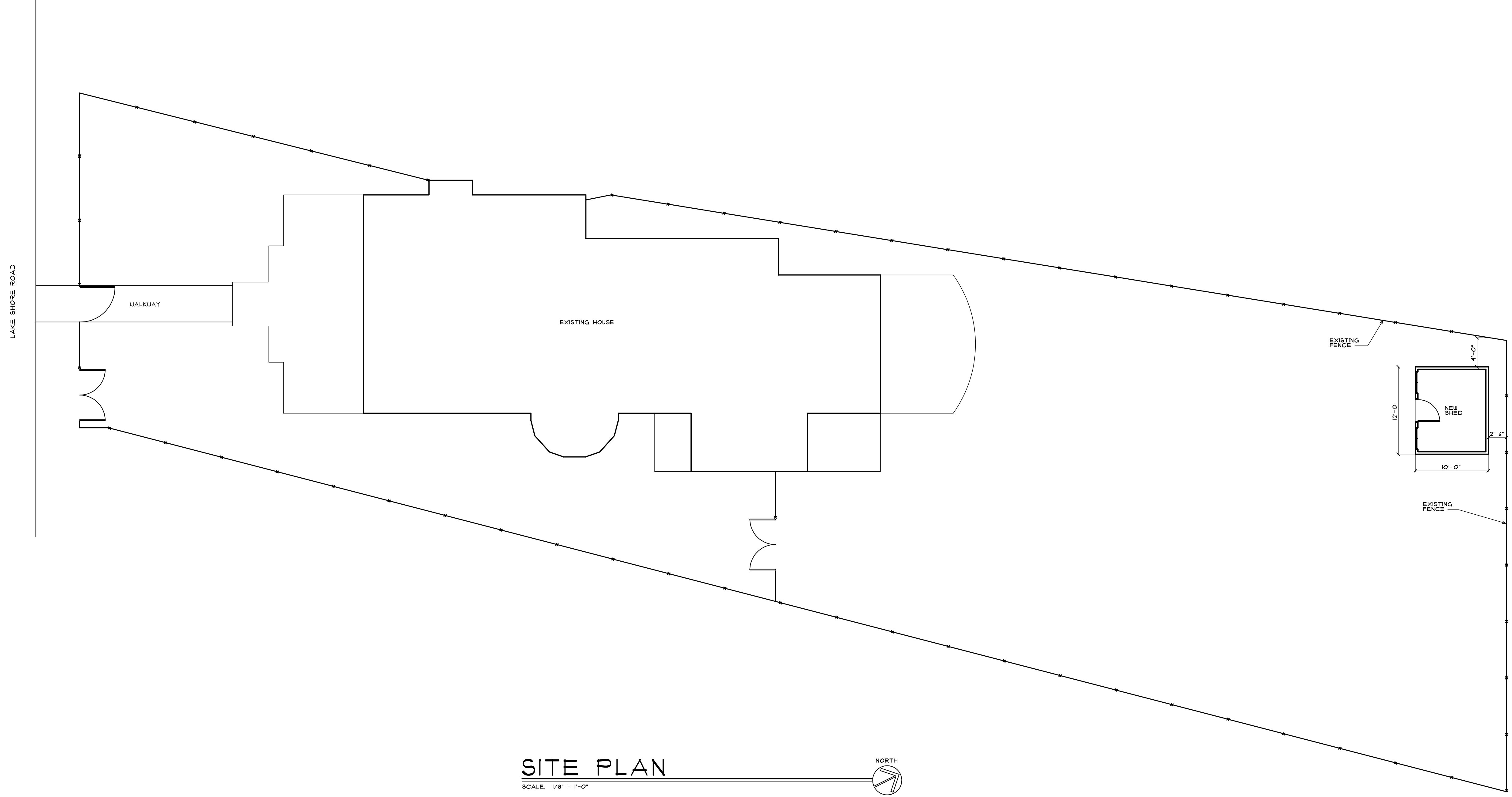


Section X, Item.

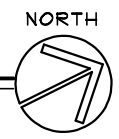


Section X, Itema.

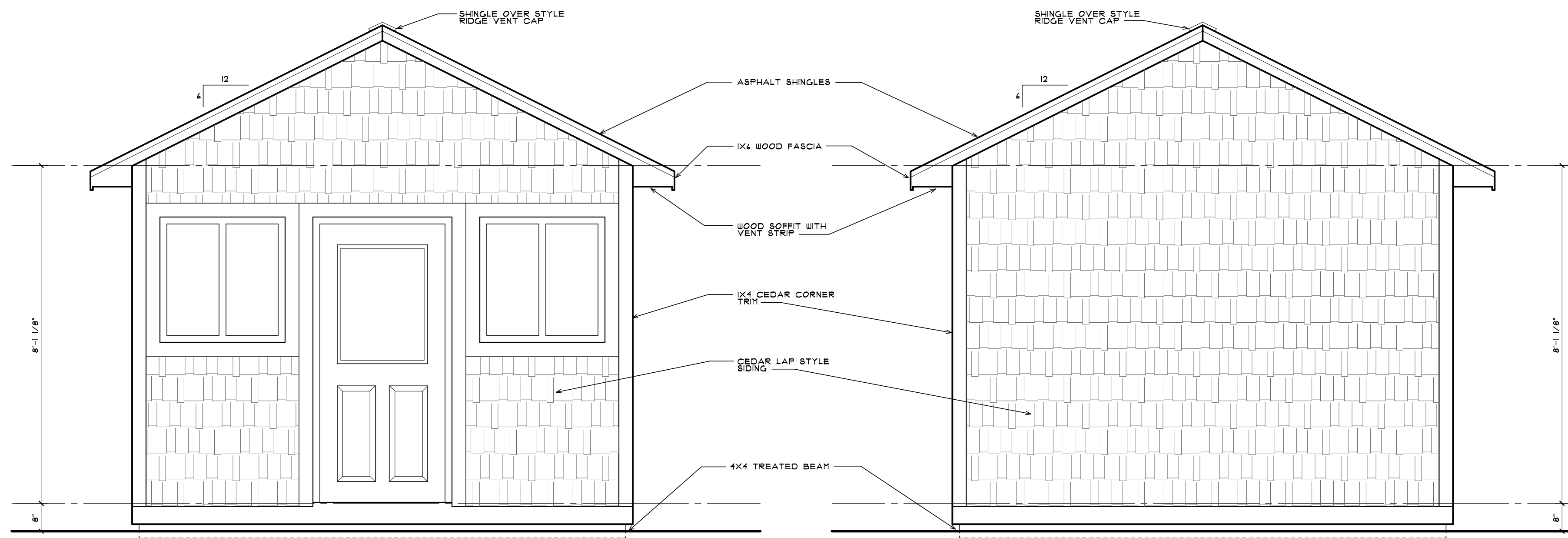




**SITE PLAN**  
SCALE: 1/8" = 1'-0"



PROJECT <b>CALLEWAERT RESIDENCE</b>	PROJECT NO. 24-128	SHEET <b>A2</b>	<b>SEIDELL ARCHITECTS</b> COMMERCIAL RESIDENTIAL INDUSTRIAL 114 N. COURT AVE., STE. 201 GAYLORD, MICHIGAN 49734 PHONE (989) 731-0372 FAX (989) 731-6832	ISSUED	DATE
				CONSTRUCTION	5/3/24
NEW SHED				ISSUED	DATE
LAKE SHORE ROAD				CONSTRUCTION	5/3/24



**SOUTH ELEVATION**

SCALE: 1/2" = 1'-0"

**NORTH ELEVATION**

SCALE: 1/2" = 1'-0"

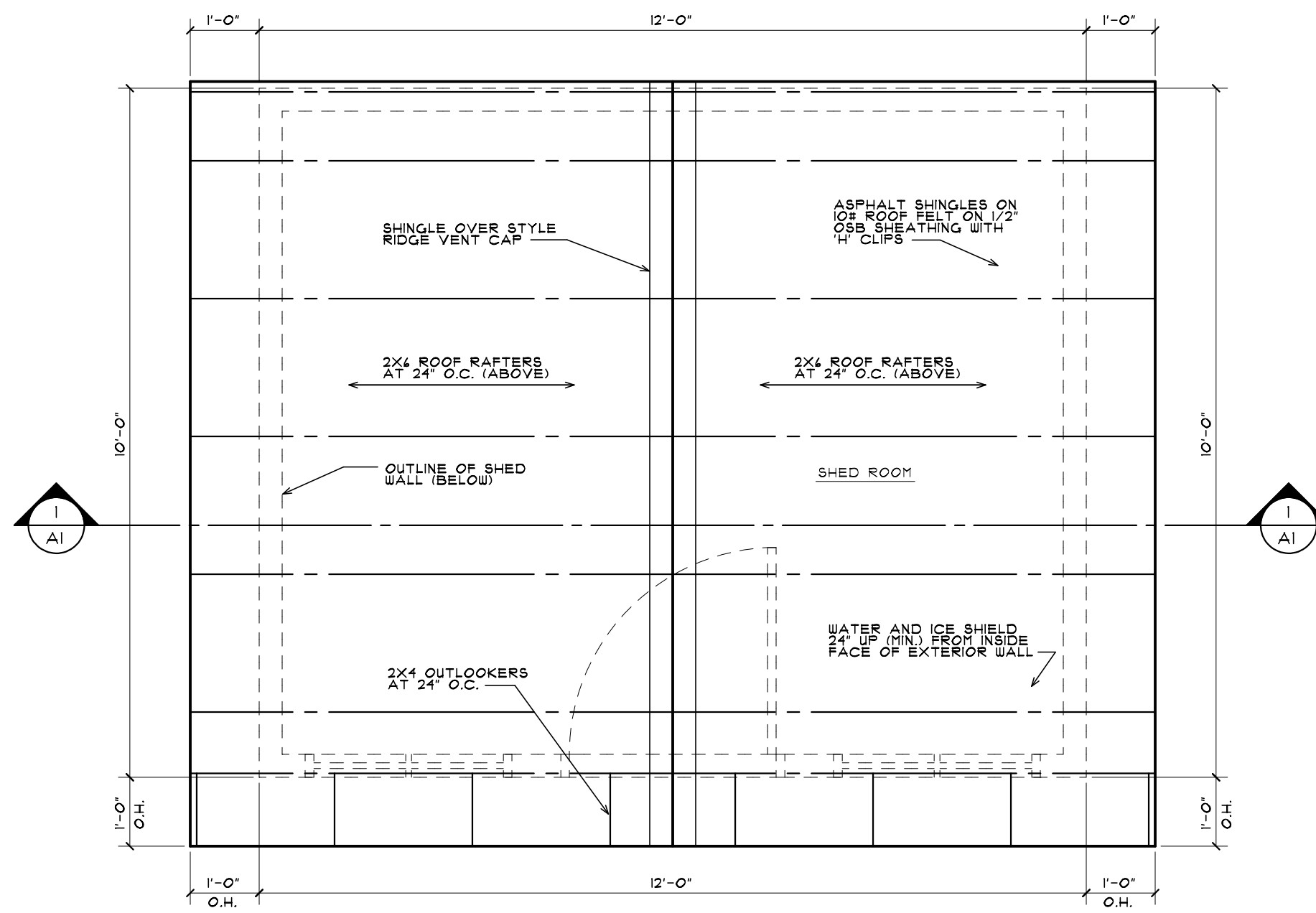


114 North Court Avenue, Suite 201  
 Post Office Box 2189  
 Gaylord, Michigan 49734

Office (989) 731-0372  
 Fax (989) 731-6932

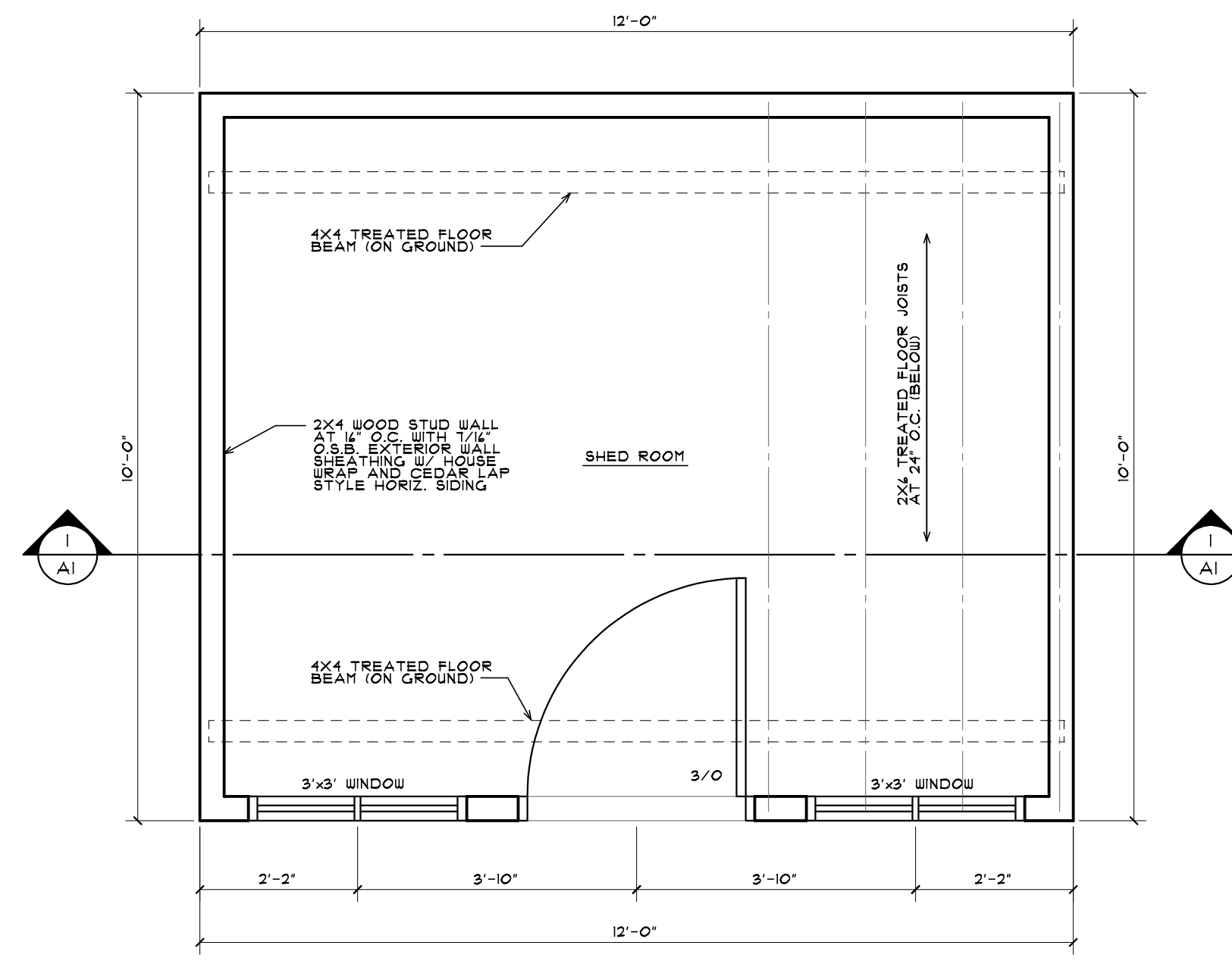
# Callewaert Residence New Shed

Lake Shore Road Mackinaw Island, Michigan



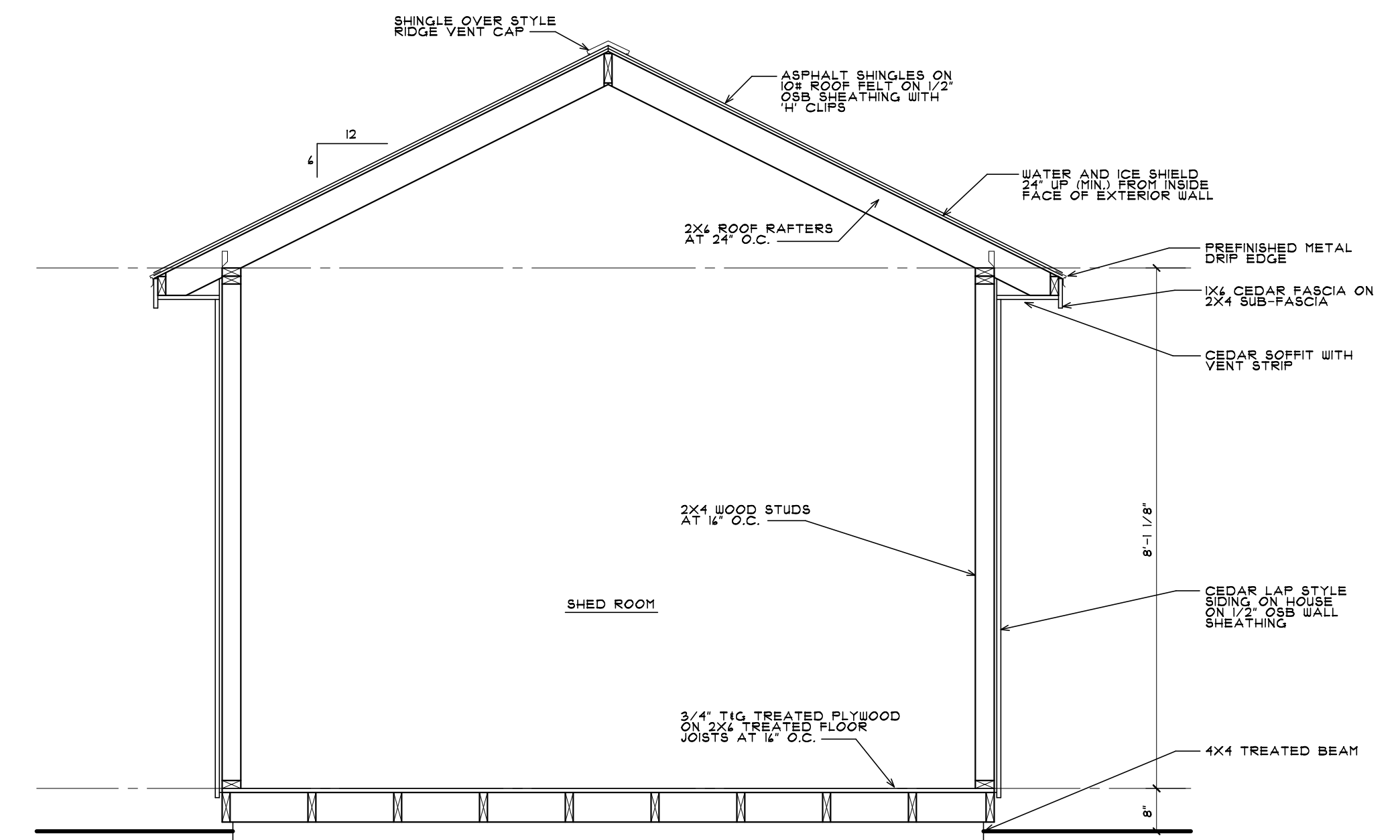
**ROOF PLAN**

SCALE: 1/2" = 1'-0"



**FLOOR PLAN**

SCALE: 1/2" = 1'-0"



**SECTION**

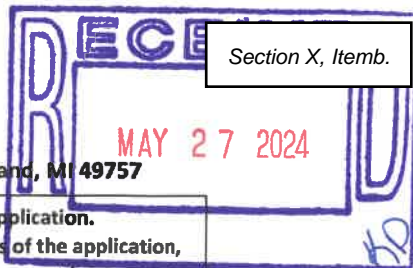
SCALE: 1/2" = 1'-0"

DATE	ISSUED	DATE	ISSUED	DATE	ISSUED
		5/3/24			
CONSTRUCTION					
T.L.S.	T.L.S.	T.L.S.	T.L.S.	T.L.S.	T.L.S.
5/3/24					
PRINT DATE	DATE	APPROVED BY	CHECKED	DRAWN BY	DATE
SEIDELL ARCHITECTS	COMMERCIAL	RESIDENTIAL	INDUSTRIAL		
114 N. COURT AVE. SUITE 201 POST OFFICE BOX 2189 GAYLORD, MICHIGAN 49734					
PHONE (989) 731-0372 FAX (989) 731-6932					
PROJECT	CALLEWAERT RESIDENCE		NEW SHED		
PROJECT NO.	24-128		LAKE SHORE ROAD		
SHEET	A1		MACKINAW ISLAND, MICHIGAN		



CITY OF MACKINAC ISLAND  
PLANNING COMMISSION & BUILDING DEPARTMENT  
APPLICATION FOR ZONING ACTION

[www.cityofmi.org](http://www.cityofmi.org)    [kep@cityofmi.org](mailto:kep@cityofmi.org)    906-847-6190    PO Box 455 Mackinac Island, MI 49757



**APPLICANT:**

Mackinac Island Transportation Authority  
Box 930 Mackinac Island MI 49757  
906-847-4035    [kep@mackinactransit.org](mailto:kep@mackinactransit.org)  
Phone Number    Email Address

Please complete both sides of application.  
The Fee and fourteen (14) 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 & Address (If Different From Applicant)**

City of Mackinac Island  
Box 455 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):    Lessee  
Is the Proposed Structure Within Any Area That The FAA Regulates Airspace?    no  
Is a Variance Required?    no  
Are REU's Required? How Many?    no /

**Type of Action Requested:**

- 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): 051-440-019-00  
B. Legal Description of Property: ATTACHED  
C. Address of Property: 7325 Main St.  
D. Zoning District: Commercial  
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: no  
H. Architectural Plan Attached: NA  
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     Alteration/Addition to Existing Building  
 Other, Specify fence
- B. Use of Existing and Proposed Structures and Land:  
Existing Use (If Non-conforming, explain nature of use and non-conformity):  
Freight/Hardware  
Proposed Use: Freight/Hardware /Storage    File No. C24-019-031(H)  
Exhibit A
- C. If Vacant:  
Previous Use: \_\_\_\_\_    Date 5.28.24  
Proposed Use: \_\_\_\_\_    Initials KP  
Length of Time Parcel Has Been Vacant: \_\_\_\_\_

OFFICE USE ONLY  
FILE NUMBER: C24-019-031(H)    FEE: waived  
DATE: 5.28.24    CHECK NO: \_\_\_\_\_    INITIALS: KP    Revised Oct 2018



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 \_\_\_\_\_ (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

\_\_\_\_\_  
Please Print Name \_\_\_\_\_  
Please Print Name

Signed and sworn to before me on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Notary Public  
\_\_\_\_\_  
County, Michigan  
My commission expires: \_\_\_\_\_

FOR OFFICE USE ONLY

Zoning Permit Issued: \_\_\_\_\_  
Inspection Record:  
1. Inspection Date Inspector Comments  
2.  
3.  
Occupancy Permit Issued \_\_\_\_\_

Revised October 2018

# 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

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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](http://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 type="checkbox"/>	<input checked="" type="checkbox"/>

**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	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9. Written description of the proposed development operations	<input type="checkbox"/>	<input checked="" 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 type="checkbox"/>	<input checked="" 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"/>

Revised October 2023

LEASE BUILDING ON LEASED LAND COAL DOCK ADJ TO PART OF LOT 133 ALL OF LOT 132 & ASTOR ST EXT ASSESSORS PLAT NO 3 DESC AS COMM AT THE N COR OF LOT 132 TH S 61 DEG 00'00"E 70.00 FT ALG THE S'LY ROW LINE OF ASTOR ST TO THE E COR OF LOT 132 & THE POB TH N 42 DEG 53'57"E 38.65 FT ALG THE SE ROW LINE OF ASTOR ST TH S 61 DEG 00'00"E 69.84 FT ALG ASTOR ST EXT TH N 30 DEG 26'33"E 15.50 FT TH S 58 DEG 12'11"E 475 FT TH S 32 DEG 55'19"W 125.50 FT TH N 59 DEG 05'03"W 477.19 FT TH N 30 DEG 09'48"E 29.28 FT TH N 57 DEG 34'02"W 19.00 FT TH N 66 DEG 39'32"W 45.00 FT TH N 23 DEG 20'31"E 30.11 FT TO THE S'LY LINE OF LOT 132 TH N 23 DEG 20'31"E 23.60 FT TO THE POB 1.56 A M/L

- |  |                                     |                                     |
|--|-------------------------------------|-------------------------------------|
| <p>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.</p> | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| <p>13. Proposed construction start date and estimated duration of construction. <span style="border: 1px solid red; padding: 2px;">this summer</span></p>  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| <p>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</p>   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |

- |   | <u>Provided</u>          | <u>Not Provided or Applicable</u>   |
|---|--------------------------|-------------------------------------|
| <p><u>Natural Features</u></p> <p>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)</p> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| <p>16. Topography of the site with at least two- to five-foot contour intervals</p>   | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| <p>17. Proposed alterations to topography or other natural features</p>   | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| <p>18. Earth-change plans, if any, as required by state law</p>   | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

- |  | <u>Provided</u>                     | <u>Not Provided or Applicable</u>   |
|--|-------------------------------------|-------------------------------------|
| <p><u>Physical Features</u></p> <p>19. Location of existing manmade features on the site and within 100 feet of the site</p>   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| <p>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</p> | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| <p>21. For multiple family residential development, a density schedule showing the number of dwelling units per acre, including a</p>  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |

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                               | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 23. Location, size and number of on-site parking areas, service lanes, parking and delivery or loading areas (see also Section 4.16)       | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 24. Location, use and size of open spaces together with landscaping, screening, fences, and walls (see also Section 4.09 and Section 4.21) | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 25. Description of Existing and proposed on-site lighting (see also Section 4.27)  | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

Utility Information

Provided

Not Provided  
or Applicable

- |  |                          |                                     |
|--|--------------------------|-------------------------------------|
| 26. Written description of the potential demand for future community services, together with any special features which will assist in satisfying such demand  | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 27. Proposed surface water drainage, sanitary sewage disposal, water supply and solid waste storage and disposal (see also Section 4.13)   | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 28. Location of other existing and proposed utility services (i.e., propane tanks, electrical service, transformers) and utility easements (see also Section 4.13)   | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 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. | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

**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.	<input type="checkbox"/>	<input checked="" 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 type="checkbox"/>	<input checked="" 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 type="checkbox"/>	<input checked="" type="checkbox"/>

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

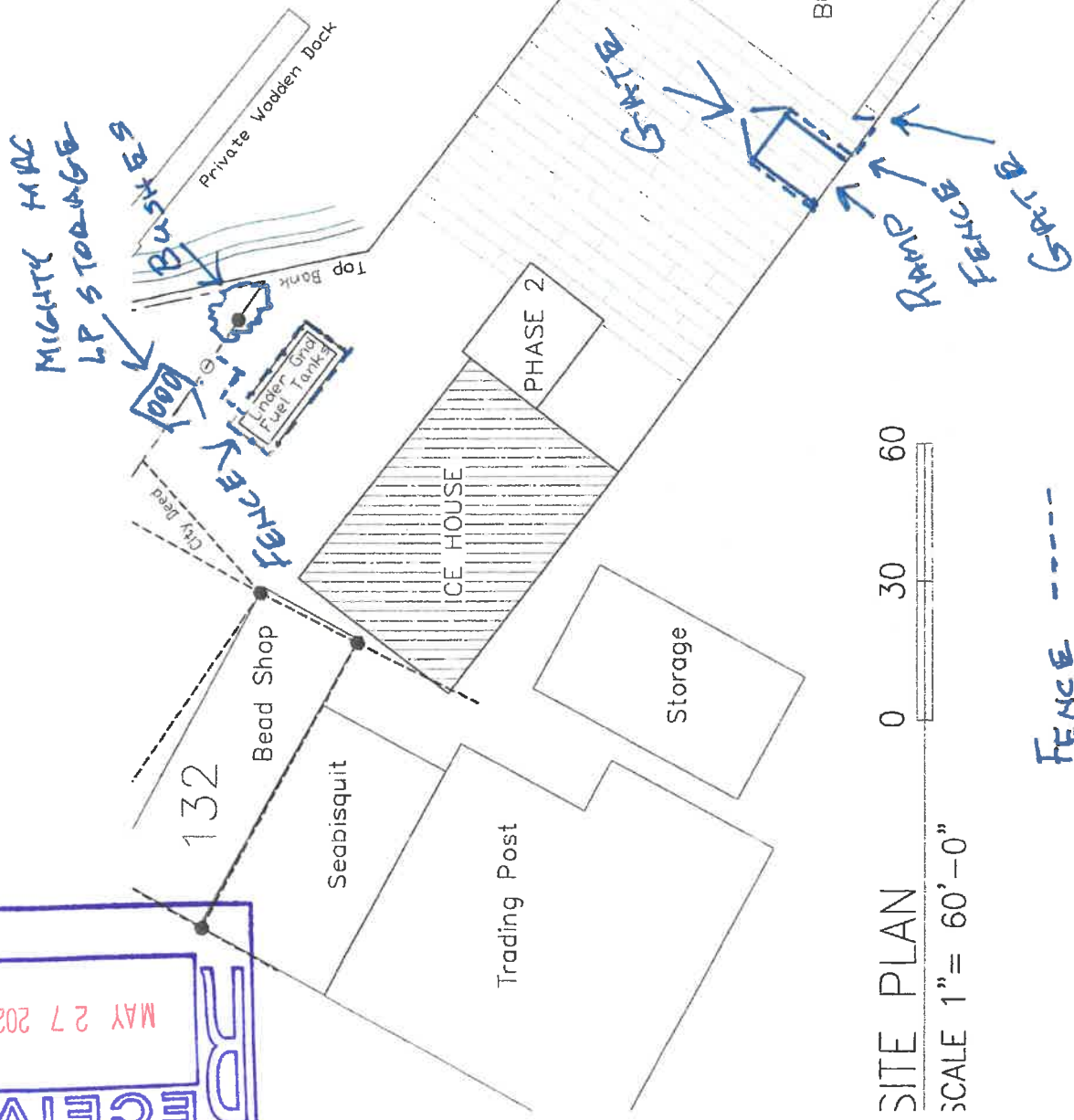
<u>Item</u>	<u>Provided</u>	<u>Not Provided or Applicable</u>
1. Name and address of the applicant or developer, including the names and addresses of any officers of a corporation or partners of a partnership	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Legal description of the property	<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"/>

RECEIVED  
MAY 27 2024  
KP

LUKE  
Huron

File No. Ca4-019-031CH  
Exhibit C  
Date 5-28-24  
Initials KP

Historic "Coal Dock"  
Some Existing descriptions, how  
no accepted deed of record.



SITE PLAN  
SCALE 1" = 60'-0"

FENCE - - - -



File No. C24.019.031(4)

Exhibit D

Date 5.28.24

Initials KP

