

CITY OF MACKINAC ISLAND

AGENDA

PLANNING COMMISSION

Tuesday, December 12, 2023 at 3:00 PM

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

I. Call to Order

II. Roll Call

III. Pledge of Allegiance

IV. Approval of Minutes

[a.](#) November 14, 2023 Minutes

V. Adoption of Agenda

VI. Correspondence

VII. Staff Report

a. HDC Meeting Summary

b. REU Update

c. Master Plan Update

VIII. Committee Reports

IX. Old Business

[a.](#) MD23-026-085 Benser - Rose Gazebo Change of Use and Alterations

X. New Business

[a.](#) C23-021-097(H) Bicycle Street Inn Alterations

XI. Public Comment

XII. Adjournment

MINUTES

PLANNING COMMISSION

Tuesday, November 14, 2023 at 3:00 PM

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

I. Call to Order

The meeting was called to order at 3:02 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. Approval of Minutes

a. October 10, 2023 Minutes

Motion to approve the minutes as written.

Motion made by Dufina, Seconded by Finkel.

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

b. Special Meeting October 31, 2023

Motion to approve the minutes as written.

Motion made by Finkel, Seconded by Martin.

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

V. Adoption of Agenda

Motion to approve the Agenda as presented.

Motion made by Martin, Seconded by Dufina.

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

VI. Correspondence

None.

VII. Staff Report

a. HDC Meeting Summary

Finkel stated there was no HDC meeting. It was canceled due to lack of quorum.

Pettit asked about increasing the size of HDC. Finkel stated that he had mentioned something to the Mayor, but she has not yet decided on additional members.

b. REU Update

Burt stated there are no REU changes. The wastewater project is on schedule for the moment. The concrete batch plant is all set up. Burt stated they may start pouring this week or early next week.

c. Master Plan Update

Myers stated the Committee met today prior to this meeting with Adam Young on Zoom. The Committee reviewed online survey results from the students, and comments from the business member focus group. Young is working on getting those results published on the website. All input will be used for revisions. The Committee will meet again in December. Pettit asked if controlled growth was discussed and Myers confirmed that it was discussed. Next month we will discuss different items we want to focus on. Pettit suggested finding other small communities that have dealt with increased growth.

VIII. Committee Reports

None

IX. Old Business

a. R323-008-061 Barnview Contingencies

McGreevy asked if there were any questions. Dufina stated it was done very well.

Motion to accept contingencies and place on file.

Motion made by Myers, Seconded by Finkel.

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

b. MD23-026-085(H) Rose Gazebo Change of Use and Alterations

Straus stated there have been changes since last month. The applicant was not present at the meeting. Dombroski stated once they started looking at the original plan they realized they had issue with egress windows and other building issues that had to be addressed. The window count is about the same but they are larger to meet egress requirements. The issue that needs to go to the HDC is that the back wing has 12 feet being removed. That space will be used as a sprinkler room so it doesn't have to go in living space. Dombroski doesn't see a historic problem with shortening that wing, but that is for HDC to decide next month. Myers asked if that would require a demolition permit. Dombroski stated no, it would be lumped in to the whole building permit. Dufina asked on A1.1, the notes state "replace like for like wood in "dh"; what is dh? Dombroski stated double hung. Dombroski not sure if they will be bigger or the double hung will satisfy the requirement. The applicant would like to keep the double hung look. Finkel asked if things could be stored in a sprinkler room. Initially Dombroski said no, but then stated if the room is big enough he does not know of any code reason why you could not. With most fire suppression equipment rooms they are kept so small to keep warm in winter, so there really isn't a lot of space to store anything. Myers asked about the bike parking that is supposed to be for a building on Main street. Myers remembered a requirement for another project that the back corner on this site plan was designated for bike parking. Myers stated she would like that designated on the site plan. It needs to carry forward. Myers wants to see bike parking for each building that has been designated in the past. There was a discussion on ebike parking. Since the lot is so small the ebike parking would be up against the building and Dombroski thinks Mosley or St Onge may have something to say about that. No bike parking is shown at all. Myers thinks they should consider where they will charge the ebikes. Pettit stated there could be liability if we asked them to add ebike parking. Straus stated we shouldn't suggest, but ask if they have a plan to have a charging area. Finkel asked Evashevski who makes ebike charging rules. Evashevski thinks we have a say in the proximity to building for charging ebikes but doesn't think we have ever required a charging area. Myers would like to ask applicant, if they have an ebike charging plan, could they place it on the site plan. Myers asked if there will be a fence on the north elevation. Plan sheet A1.1 just states "refurbish and extend deck". Dombroski stated it does not look like they are doing a fence of any kind. Motion to table looking for more

information on the site plan regarding bike parking and previous contingencies for the developer, and ask if they plan on an ebike charging area.

Motion made by Myers, Seconded by Dufina.

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

c. MD23-011-072(H) MICT Lennox Front Porch

Dombroski stated the variance was approved so the application has now come back to Planning. McGreevy stated there have been no changes. McGreevy stated they are going to try to keep the two- footers beside the building. At first it may be partially on the grass and and pavement. They are going to try and keep door as open as possible for customers. Motion to approve.

Motion made by Dufina, Seconded by Martin.

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

Voting Abstaining: Pettit

X. New Business

None

XI. Public Comment

McGreevy stated that it is good that we ask about the charging station because it is an easy thing to forget. Straus thinks we should ask the fire department about charging in small areas.

Douglas Marsh on Zoom, asked for a summary of the proposed changes to Rose Gazebo property. Dombroski summarized the proposed changes to make it in to two residential apartments.

Dufina asked about the Grand road project and the special meeting meeting on the 31st. The contingencies came in today, but still waiting on State Park Agreement.

Pettit commented that he heard contractors stating they want to go to City Council before giving Planning Commission motor vehicle plans. Myers stated we ask just to get them to think about what they are going to need. It is not intended to be a final list.

Dombroski wanted to bring up safety concerns around the Grand. The issue is individuals deciding that the shortest way to Stonecliffe is to go in front of the hotel. It is too dangerous this year because of all the parts and pieces from the Grand's construction. The Grand wants to put a fence up to stop people from using the road in front of their hotel. Straus suggested a snow fence to block the entrance to the road from both directions. The lifts are swinging and can be dangerous to pedestrians. Myers thinks they should ask State Park for a "road closed" sign.

Pettit asked who owns Mustang Alley? Dombroski stated he does not know. Gene Arbib and Dr Bill were arguing it. We do know it is privately owned.

XII. Adjournment

With no further business there was a motion to adjourn. The meeting was adjourned at 3:55 PM.

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

Michael Straus, Chair

Katie Pereny, Secretary

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

www.cityofmi.org kep@cityofmi.org 906-847-6190 PO Box 455 Mackinac Island, MI 49757
 APPLICANT NAME & CONTACT INFORMATION:
 Kay Shryock

231-881-6860 P.O. Box 744
 P.O. Box 250 Mackinac Island, MI 49757
 Email Address: Main@Mad1971@ic.com

Property Owner & Mailing Address (If Different From Applicant)
 Bob Beiser/Abby Porter



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 four (4) business days prior to
 the scheduled Planning Commission Meeting.

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): Head of Maintenance
 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
 Special Land Use
 Planned Unit Development
 Other Change of Use
 Appeal of Planning Commission Decision
 Ordinance Amendment/Rezoning
 Ordinance Interpretation

Property Information:

- A. Property Number (From Tax Statement): 051.550.026.08
- B. Legal Description of Property: Provided
- C. Address of Property: 7411 Market Street
- D. Zoning District: MD
- E. Site Plan Checklist Completed & Attached: 7407 per 9/11 list
- 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.): N/A
- J. FAA Approval Documents Attached: N/A
- K. Photographs of Existing and Adjacent Structures Attached: yes

Proposed Construction/Use:

- A. Proposed Construction:
 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):
Retail

Proposed Use: Apartment/Housing File No. MD23-026-085(A)
Exhibit A

- C. If Vacant: _____ Date: 9.20.23
- Previous Use: Retail Initials: KP
- Proposed Use: _____
- Length of Time Parcel Has Been Vacant: _____

OFFICE USE ONLY	
FILE NUMBER: <u>MD23-026-085(A)</u>	FEES: <u>\$400</u>
DATE: <u>9.20.23</u>	CHECK NO: _____
INITIALS: _____	Revised July 2023

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 Contractor (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 20 day of September

K. RICKLEY, Notary Public
Mackinac County, State of Michigan
Acting in the County of Mackinac
My Commission Expires: 10/21/2025


Notary Public

Mackinac County, Michigan
My commission expires: 10/21/2025

FOR OFFICE USE ONLY

Zoning Permit Issued: _____

Inspection Record:	Inspection	Date	Inspector	Comments
1.				
2.				
3.				

Occupancy Permit Issued _____

Revised July 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	<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 <u>Applicable</u></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 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 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"/>
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.	<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 checked="" type="checkbox"/>	<input type="checkbox"/>

Not Provided or Applicable

Provided

Natural Features

- 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

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

Utility Information

- 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 4.2

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

Demolition _____	Provided <input checked="" type="checkbox"/>	Not Provided or Applicable <input type="checkbox"/>
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 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 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"/>



Mackinac Island Planning Commission,

I am asking for approval for the change of use of space located at 7411 Market Street (Rose Gazebo). The space is currently commercial and if approved we would change the use of the space to residential. At that point a full interior/exterior remodel would take place using approved like for like materials, windows and doors. We will also be asking for approval for a new front deck/porch for that property as well.

File No. MD23-026-085(A)

Exhibit B

Date 9.20.23

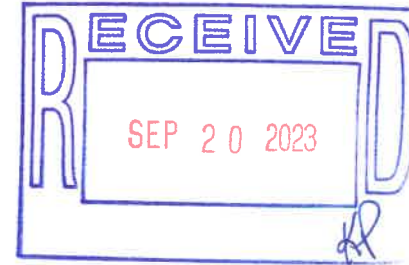
Initials RR

Thank you for your time!

Roy Shryock

7221 MAIN STREET, PO BOX 250, MACKINAC ISLAND, MI 49757
800.241.3341 INFO@CHIPPEWAHOTEL.COM CHIPPEWAHOTEL.COM
PINKPONYMACKINAC.COM

Please detach along perforation. Keep the bottom portion.



Mackinac Island

2016 Summer

Bill #: 00166

MESSAGE TO TAXPAYER
 TAXES PAYABLE JULY 1 TO AND INCLUDING SEPT 10 WITHOUT PENALTY. AFTER SEPT 10, 1% PENALTY FOR SEPTEMBER DELINQUENT PLUS 1% PENALTY FIRST OF EACH MONTH THEREAFTER. MAKE CHECK PAYABLE TO: MACKINAC ISLAND CITY TREASURER. CHECK MUST CLEAR OR RECEIPT IS VOID. PHONE: (906) 847-6002. AFTER FEBRUARY 28, 2017 PAY MACKINAC COUNTY TREASURER, (906) 643-7318.

PAYMENT INFORMATION
 This tax is due by: 09/10/2016
 Pay by mail to: City of Mackinac Island
 Richard Linn, Treasurer
 PO BOX 187
 Mackinac Island MI 49757
 (906) 847-6002

OK
 \$1100

File No. MD23-026-085(H)
 Exhibit E
 Date 9-20-23
 Initials XP

PROPERTY INFORMATION
 Property Assessed To:
 MARKET STREET LLC
 711 E MITCHELL ST
 PETOSKEY, MI 49770
 Prop #: 051-550-026-00 School: 49110
 Prop Addr: 7388 MAIN ST
 Legal Description:
 MI 93 251/669 299/343 746/305WD LOT 111 EXC BEG AT NWLY COR OF LOT 111 TH S 26 DEG 04'W 30 FT TH S 62 DEG 51'E 84 FT TH N 26 DEG 04'E 30.32 FT TH ALONG NELY LINE OF LOT 111 84 FT TO POB AND EXC BEG AT NE COR OF LOT 111 TH S 26 DEG 43'30" W ALONG E'LY LINE OF LOT 95.70 FT TH N 62 DEG 48'35"W 73.93 FT TH N 59 DEG 01'50"W 47.57 FT TH N 29 DEG 9'30"E 92.91 FT TH S 62 DEG 40'E 117.44 FT TO POB. ASSESSOR'S PLAT NO.3
 BALANCE OF DESCRIPTION ON FILE

TAX DETAIL
 Taxable Value: 815,598
 State Equalized Value: 821,450 Class: 201
 Assessed Value: 821,450
 PRE/MBT %: 0 Mort Code:
 Taxes are based upon Taxable Value.
 1 mill equals \$1.00 per \$1000 of Taxable Value.
 Amounts with no millage are either Special Assessments or other charges added to this bill.

DESCRIPTION	MILLAGE	AMOUNT
STATE ED TAX	6.0000	4,893.58
COUNTY ALLOCATED	4.5000	3,670.19
CITY TAX	6.5767	5,363.94
EMS	0.3400	277.30
FIRE TRUCK DEBT	0.2705	220.61
ROAD IMPROVEMENT	0.4000	326.23
CAPITAL FUND	0.4000	326.23
DPW	1.1000	897.15

OPERATING FISCAL YEARS
 The taxes on bill will be used for governmental operations for the following fiscal year(s):
 County: JAN 1 - DEC 31
 Twp/Vil/City: APR 1 - MAR 31
 School: JUL 1 - JUN 30
 State: OCT 1 - SEP 30
 Does NOT affect when the tax is due or its amount.

Total Tax	19.58720	15,975.23
Administration Fee		159.75
TOTAL AMOUNT DUE		16,134.98
PREV. PAYMENTS		
BALANCE DUE		16,134.98



File No. ND23026 08564
Exhibit F
Date 9.20.23
Initials KP

RECEIVED
SEP 20 2023
KP





Rose Gazebo

Josh Carley

Wed 9/20/2023 10:14 AM

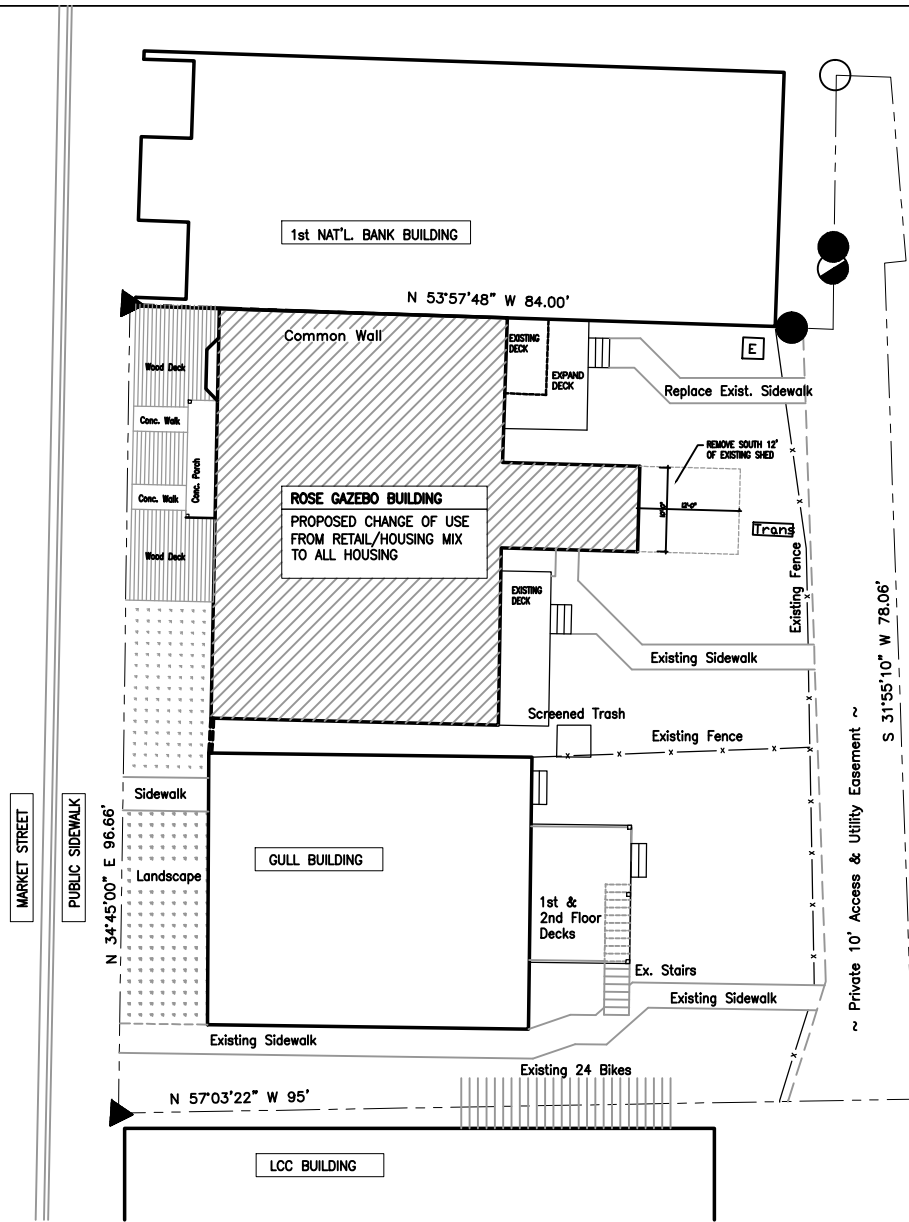
To: Roy Chip <maintman1971@live.com>







Josh Carley



- Found Property Iron
- △ Found Nail in Conc
- ▶ Set Nail in Conc
- Set Property Iron #27447

ZONING INFORMATION: DISTRICT: MD
 SITE PLAN INFORMATION BASED ON A SURVEY BY NEIL E. HILL, P.S. #27447,
 ST. IGNACE, MICHIGAN.

CITY OF MACKINAC ISLAND, MACKINAC COUNTY, MICHIGAN
 PROPERTY # 051-550-026-00

LOT AREA: 8,945 SQUARE FEET (0.20 ACRES)
 NO CHANGE TO HEIGHT.

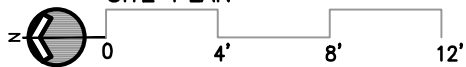
LOT COVERAGE:
 ROSE BUILDING STOR. AREA REMOVED = -120 Sq. Ft.
 GULL FRONT DECK AREA REMOVED = -255 Sq. Ft.
 ADDED FRONT ROSE DECK AREA = +100 Sq. Ft.
 ADDED REAR ROSE DECK AREA = +85 Sq. Ft.

NET CHANGE TO LOT COVERAGE = 190 Sq. Ft. REDUCTION

ALLOWABLE DENSITY = 1 OCCUPANT per 500 S.F. OF SITE AREA.
 8,945 S.F. / 500 = 17 OCCUPANTS ALLOWED.

PROPOSED DENSITY:
 2 OCCUPANTS AT 1st FLOOR GULL BUILDING
 2 OCCUPANTS AT 2nd FLOOR GULL BUILDING
 2 OCCUPANTS AT EXISTING UNIT IN ROSE BUILDING
 2 OCCUPANTS AT PROPOSED UNIT IN ROSE BUILDING
 8 OCCUPANTS TOTAL

SITE PLAN



Richard Clements Architect, PLLC
 15215 Merry Lane
 Oshtemo, MI 49759
 richardlee1523@live.com 989-370-3681

ROSE GAZEBO

7407 MARKET STREET
 MACKINAC ISLAND, MI

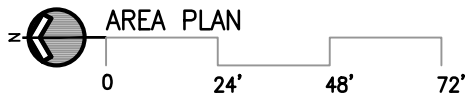
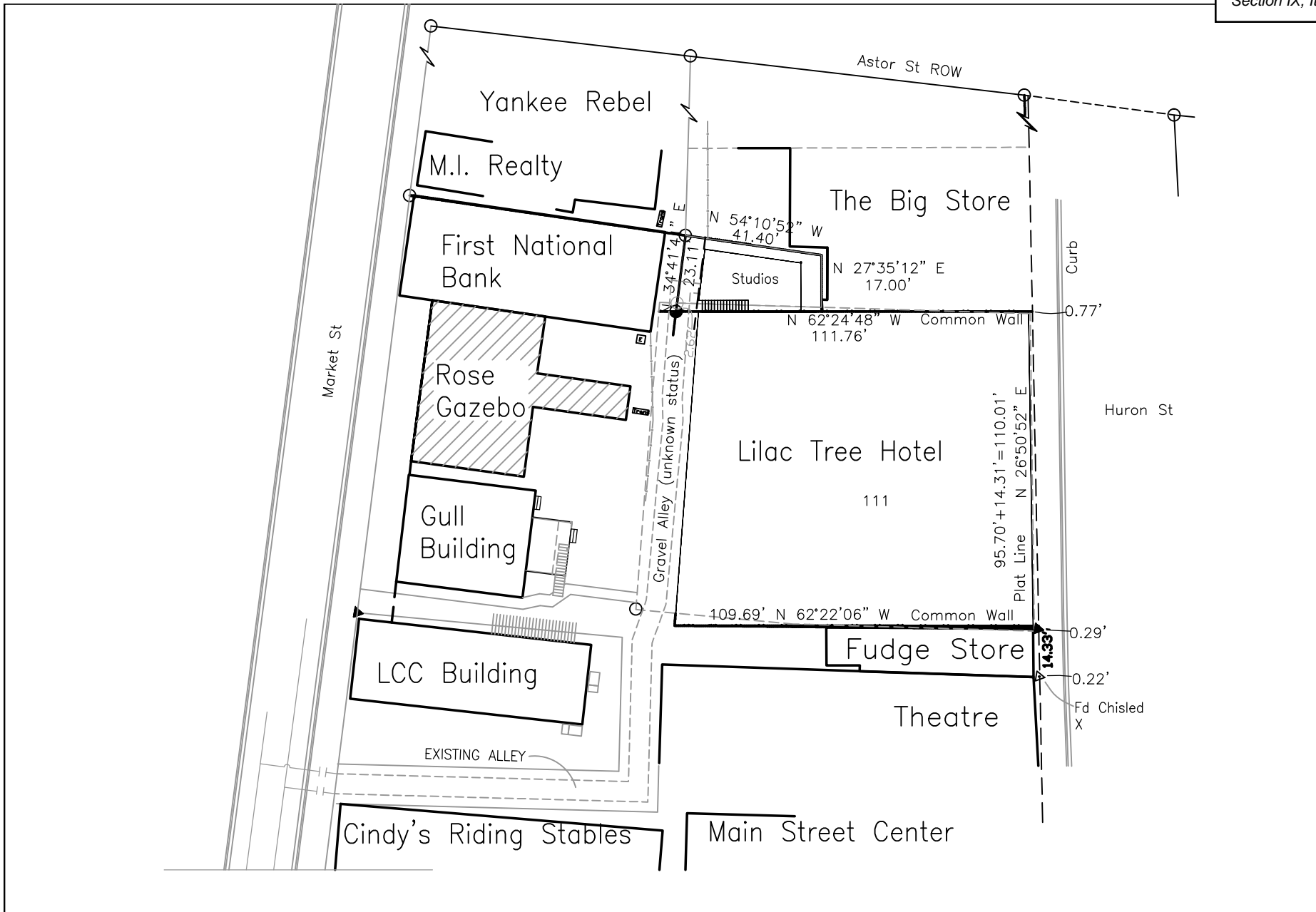
date: Oct. 23, 2023
 project: 2328

SITE PLAN

sheet:

A0.0

COPYRIGHT © 2023



Richard Clements Architect, PLLC 15215 Merry Lane Oshtemo, MI 49759 richardlee1523@live.com 989-370-3681	ROSE GAZEBO	date: Oct. 23, 2023 project: 2328	sheet:
	7407 MARKET STREET MACKINAC ISLAND, MI	AREA PLAN	A0.1 COPYRIGHT © 2023

BANK BUILDING

EXISTING RETAIL SPACE-700 sf

RETAIL

STOR.

DECK

Wood Deck

Conc. Walk

Conc. Porch

Conc. Walk

STORAGE

Utility

EXISTING UNIT

LIVING

SKYLIGHT

(2 PERSONS)

Laundry

BATH

DECK



EXISTING PLAN

0 4' 8'

MARKET STREET

PUBLIC SIDEWALK

GRASS

BEDROOM

OFFICE

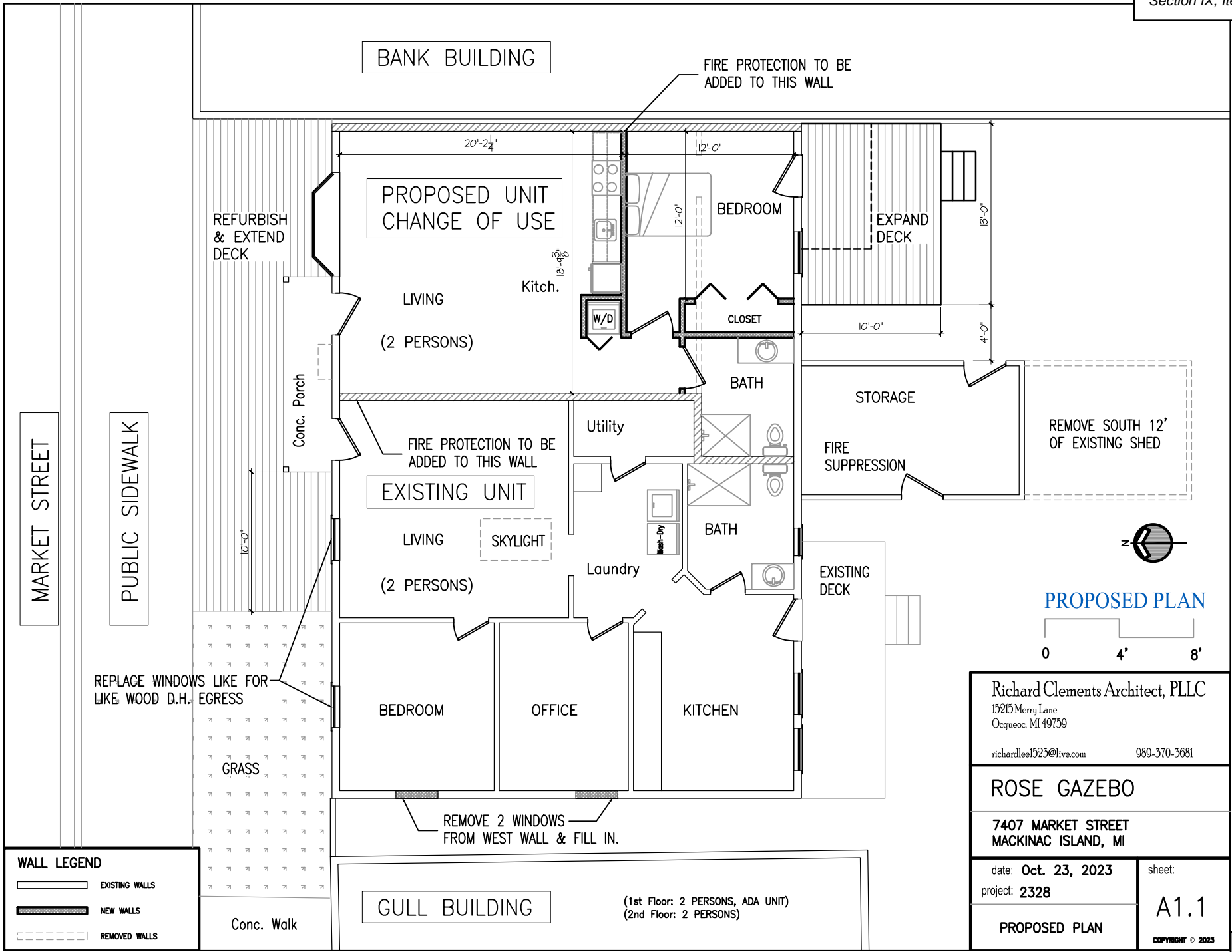
KITCHEN

Conc. Walk

GULL BUILDING

(1st Floor: 2 PERSONS, ADA UNIT)
(2nd Floor: 2 PERSONS)

Richard Clements Architect, PLLC 15215 Merry Lane Oshtemo, MI 49759 richardlee1523@live.com 989-370-3681	
ROSE GAZEBO	
7407 MARKET STREET MACKINAC ISLAND, MI	
date: Oct. 23, 2023	sheet:
project: 2328	A1.0
EXISTING PLAN	COPYRIGHT © 2023



MARKET STREET

PUBLIC SIDEWALK

BANK BUILDING

PROPOSED UNIT
CHANGE OF USE

FIRE PROTECTION TO BE
ADDED TO THIS WALL

REFURBISH
& EXTEND
DECK

LIVING
(2 PERSONS)

Kitch.

BEDROOM

EXPAND
DECK

W/D

CLOSET

BATH

STORAGE

REMOVE SOUTH 12'
OF EXISTING SHED

EXISTING UNIT

LIVING
(2 PERSONS)

SKYLIGHT

Utility

Laundry

BATH

FIRE SUPPRESSION

EXISTING
DECK



PROPOSED PLAN

0 4' 8'

REPLACE WINDOWS LIKE FOR
LIKE WOOD D.H. EGRESS

GRASS

BEDROOM

OFFICE

KITCHEN

REMOVE 2 WINDOWS
FROM WEST WALL & FILL IN.

GULL BUILDING

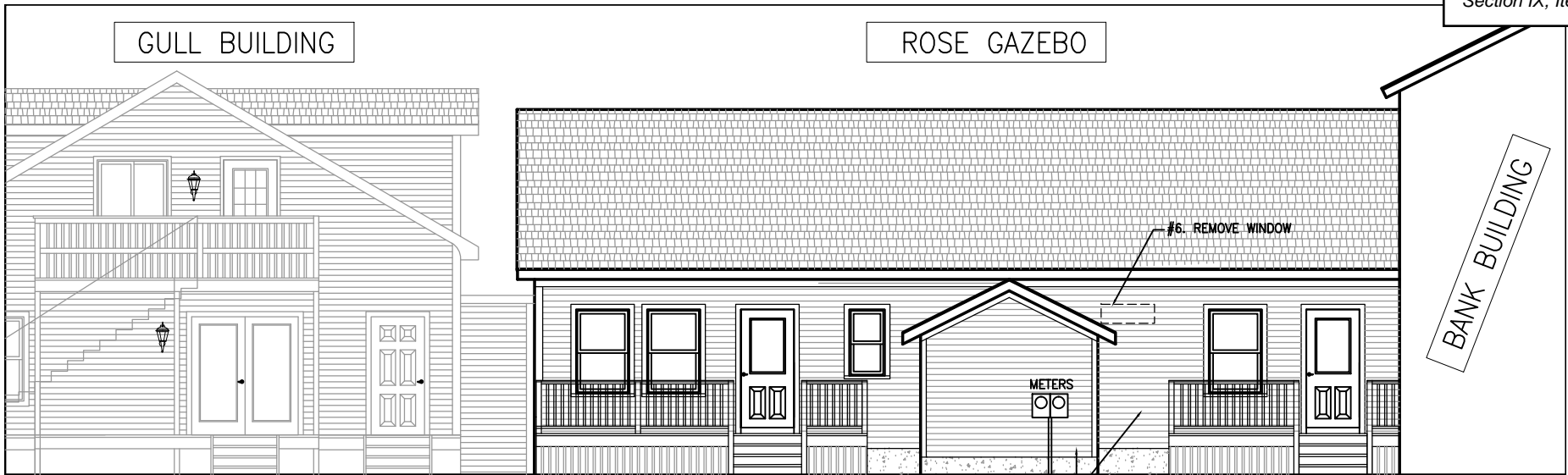
(1st Floor: 2 PERSONS, ADA UNIT)
(2nd Floor: 2 PERSONS)

Conc. Walk

WALL LEGEND

	EXISTING WALLS
	NEW WALLS
	REMOVED WALLS

Richard Clements Architect, PLLC 15215 Merry Lane Oshtemo, MI 49759 richardlee1525@live.com 989-370-3681	
ROSE GAZEBO	
7407 MARKET STREET MACKINAC ISLAND, MI	
date: Oct. 23, 2023	sheet:
project: 2328	A1.1
PROPOSED PLAN	
COPYRIGHT © 2023	



GULL BUILDING

ROSE GAZEBO

BANK BUILDING

SOUTH ELEVATION

0 4' 8' 12'

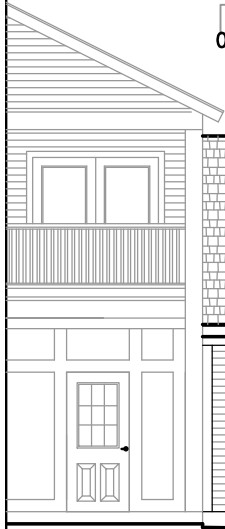
NO CHANGE TO WEST SIDE OF ROSE BUILDING
EXISTING UNIT

#6. RESIDE THE REAR OF BUILDING w/ MATCHING LAPPED CEDAR
STORAGE TO BE SHORTENED

#4. REPLACE WINDOW & DOOR
#5. EXPAND WOOD DECK.
CONVERT RETAIL TO HOUSING

#6. REMOVE WINDOW

METERS



#1. REMOVE RETAIL SIGN & DISPLAY BOX

#3. RESIDE w/ PAINTED CEDAR LAPPED SIDING & TRIM LIKE FOR LIKE

#2. REPLACE EXISTING WOOD WINDOWS LIKE FOR LIKE, CLEAR GLASS, VLT = 60%+

NORTH STREET ELEVATION

0 4' 8' 12'

BANK BUILDING

ROSE GAZEBO

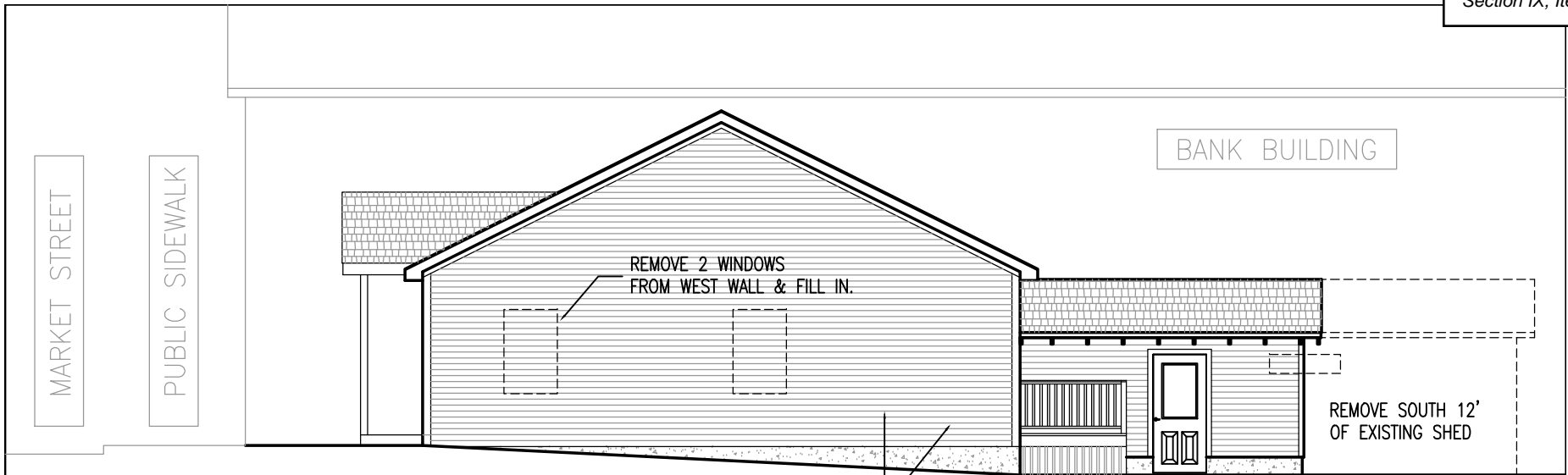
GULL BUILDING

Richard Clements Architect, PLLC
15215 Merry Lane
Oshtemo, MI 49759
richardlee1523@live.com 989-370-3681

ROSE GAZEBO
7407 MARKET STREET
MACKINAC ISLAND, MI

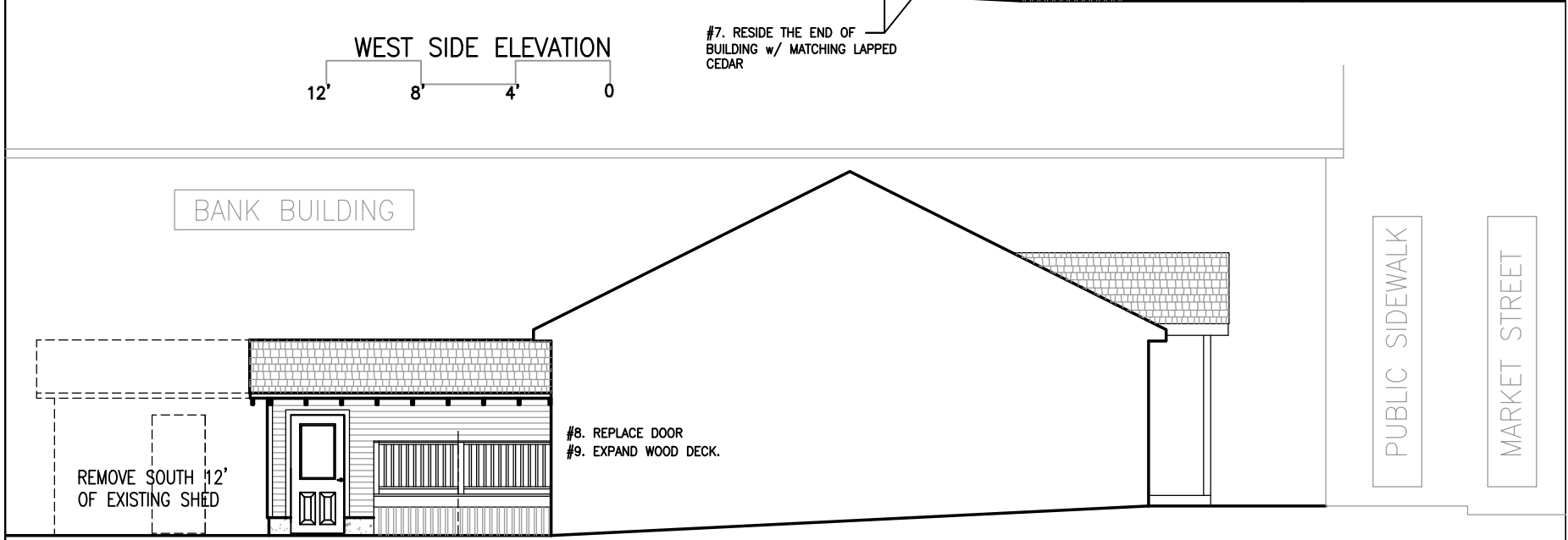
date: Oct. 23, 2023
project: 2328
ELEVATIONS

sheet:
A1.2
COPYRIGHT © 2019



WEST SIDE ELEVATION
12' 8' 4' 0'

#7. RESIDE THE END OF BUILDING w/ MATCHING LAPPED CEDAR



EAST SIDE ELEVATION
0 4' 8' 12'

Richard Clements Architect, PLLC 15215 Merry Lane Ocqueoc, MI 49759 richardlee1523@live.com 989-370-3681	ROSE GAZEBO 7407 MARKET STREET MACKINAC ISLAND, MI	date: Oct. 23, 2023 project: 2328 ELEVATIONS	sheet: A1.3 COPYRIGHT © 2019
---	--	--	------------------------------------



STREET VIEW OF ROSE



STREET VIEW OF ROSE



ALLEY VIEW OF GULL



STREET VIEW OF GULL

NO CHANGES TO THESE ELEVATIONS

Richard Clements Architect, PLLC
15215 Merry Lane
Oshtemo, MI 49759
richardlee1523@live.com 989-370-3681

ROSE GAZEBO

7407 MARKET STREET
MACKINAC ISLAND, MI

date: Oct. 23, 2023
project: 2328

PHOTOS

sheet:

A2.1

COPYRIGHT © 2023



ALLEY VIEW OF EXISTING ROSE UNIT



ALLEY VIEW OF ROSE RETAIL



ALLEY VIEW OF EXISTING ROSE UNIT



ALLEY VIEW OF ROSE RETAIL AND BANK

Richard Clements Architect, PLLC
15215 Merry Lane
Oshtemo, MI 49759
richardlee1523@live.com 989-370-3681

ROSE GAZEBO

7419 MARKET STREET
MACKINAC ISLAND, MI

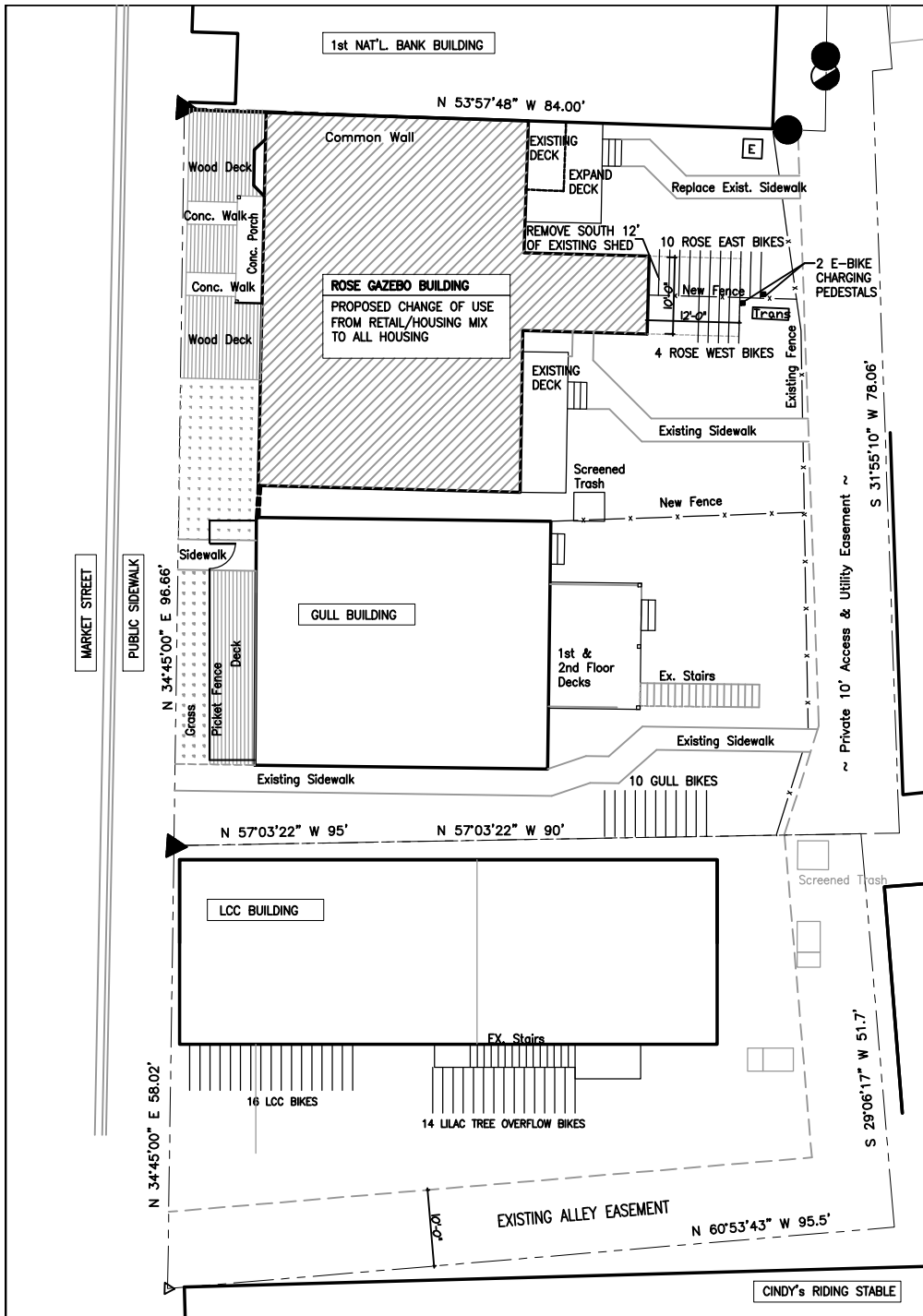
date: Oct. 23, 2023
project: 2328

PHOTOS

sheet:

A2.2

COPYRIGHT © 2023



ZONING INFORMATION: DISTRICT: MD
 SITE PLAN INFORMATION BASED ON A SURVEY BY NEIL E. HILL, P.S. #27447,
 ST. IGNACE, MICHIGAN.

CITY OF MACKINAC ISLAND, MACKINAC COUNTY, MICHIGAN
 PROPERTY # 051-550-026-00

LOT AREA: 8,945 SQUARE FEET (0.20 ACRES)
 NO CHANGE TO HEIGHT.

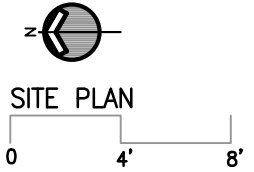
LOT COVERAGE:
 ROSE BUILDING STOR. AREA REMOVED = -120 Sq. Ft.
 GULL FRONT DECK AREA REMOVED = -255 Sq. Ft.
 ADDED FRONT ROSE DECK AREA = +100 Sq. Ft.
 ADDED REAR ROSE DECK AREA = +85 Sq. Ft.

NET CHANGE TO LOT COVERAGE = 190 Sq. Ft. REDUCTION

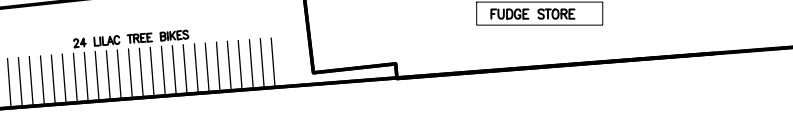
ALLOWABLE DENSITY = 1 OCCUPANT per 500 S.F. OF SITE AREA.
 8,945 S.F. / 500 = 17 OCCUPANTS ALLOWED.

PROPOSED DENSITY:

- 2 OCCUPANTS AT 1st FLOOR GULL BUILDING
- 2 OCCUPANTS AT 2nd FLOOR GULL BUILDING
- 2 OCCUPANTS AT EXISTING UNIT IN ROSE BUILDING
- 2 OCCUPANTS AT PROPOSED UNIT IN ROSE BUILDING
- 8 OCCUPANTS TOTAL**



SITE PLAN



- THEATRE
- Found Property Iron
- △ Found Nail in Conc
- ▶ Set Nail in Conc
- Set Property Iron #27447

Richard Clements Architect, PLLC 15215 Merry Lane Oshtemo, MI 49759 richardlee1523@live.com 989-370-3681	
ROSE GAZEBO	
7407 MARKET STREET MACKINAC ISLAND, MI	
date: Oct. 23, 2023	sheet:
project: 2328	A0.0
revised: Dec. 07, 2023	COPYRIGHT © 2023

BICYCLE STREET INN- RENOVATIONS

Section X, Itema.

MACKINAC ISLAND, MICHIGAN
NOVEMBER 22, 2023

OWNER: BSI RESORT HOLDINGS LLC
100 SAINT PAUL STREET, SUITE 800
DENVER, CO 80206

ARCHITECT: BARRY J POLZIN ARCHITECTS INC.
101 N LAKESHORE BLVD.
MARQUETTE, MI 49855

ZONING: C COMMERCIAL

PROJECT DESCRIPTION:

THE FIRST FLOOR WILL BE CONVERTED BACK TO ITS ORIGINAL USE AS AN OPEN MARKET/FOOD HALL AND RETAIL SPACES. THE ENTRY TO THE FOOD HALL WILL BE INCREASED FROM ONE PAIR TO TWO PAIRS TO DOUBLE THE FLOW CAPACITY IN AND OUT OF THE FOOD HALL. THIS RECONFIGURATION INCLUDES AN AMPLE PRE-ENTRY SPACE OFF OF THE PUBLIC SIDEWALK.

ALL NEW WORK TO MATCH EXISTING COLOR SCHEME

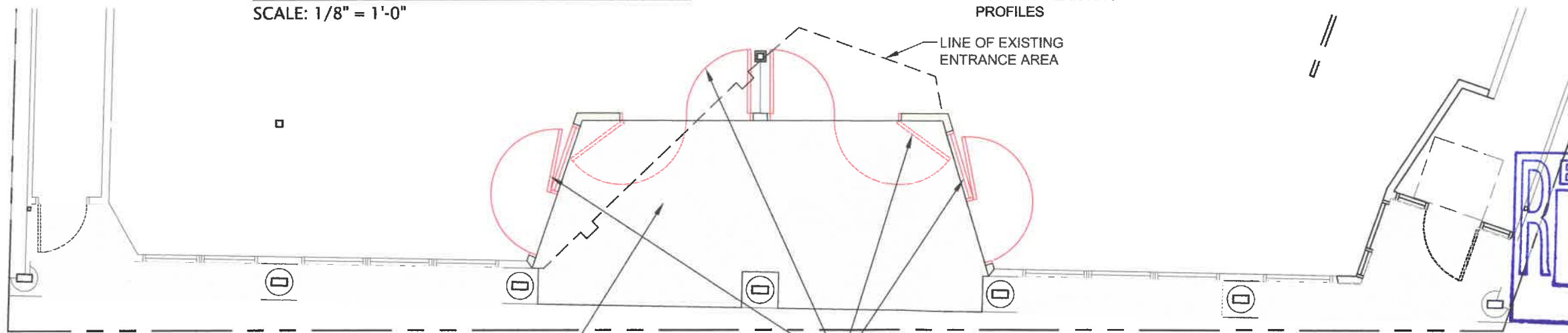
STOREFRONT WINDOWS ARE ALUMINUM FRAME WITH WOOD TRIM (PAINTED) WITH CLEAR INSULATED GLASS.



MAIN STREET ELEVATION

SCALE: 1/8" = 1'-0"

NEW DOORS TO MATCH ORIGINAL (PAINTED). TRIM TO MATCH EXISTING PROFILES

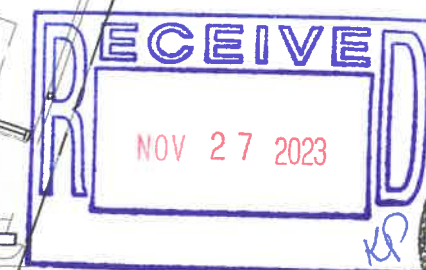


PARTIAL FIRST FLOOR PLAN

SCALE: 1/8" = 1'-0"

INDEX

- A1.0 MAIN ST ELEVATION AND PLAN
- A1.2 RENDERINGS
- C1.0 SITE PLAN/LEGAL



File No. C23-021-097(CH)

Exhibit D

Date 11-27-23

Initials KP

A1.0

1 of 3

BARRY J. POLZIN

ARCHITECTS

BICYCLE STREET INN- RENOVATIONS

Section X, Item.

MACKINAC ISLAND, MICHIGAN

NOVEMBER 22, 202



NO CHANGE TO EXISTING FACADE

NO CHANGE TO EXISTING FACADE

NEW DOORS, WINDOWS AND SIDING TO MATCH ORIGINAL

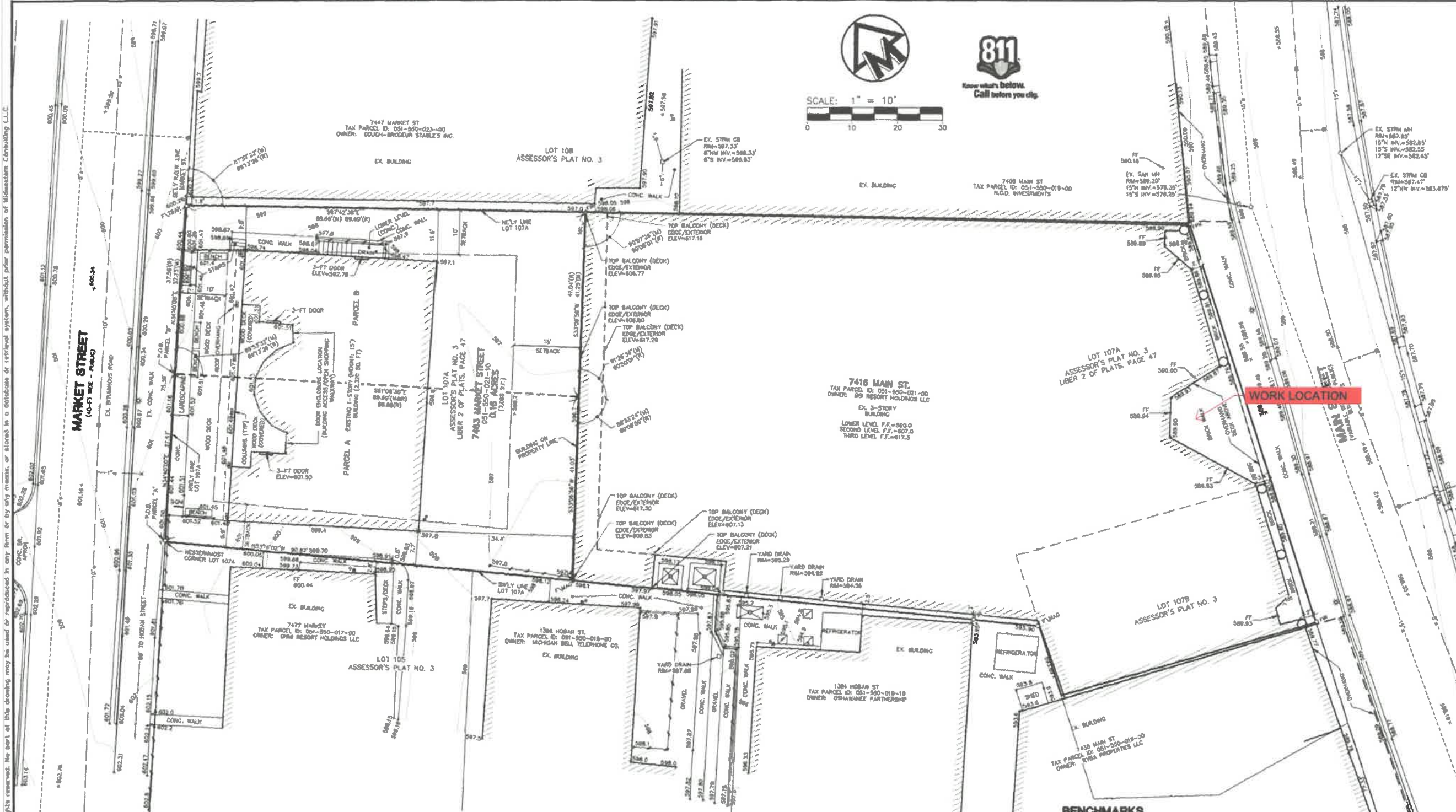
RENDERING

BICYCLE STREET INN

Section X, Itema.

MACKINAC ISLAND, MICHIGAN

NOVEMBER 22, 2023



MIDWESTERN
SURVEYING
3141 Beachline Area Assoc. Michigan #148
1741 895 Main Street Mackinac Island, MI 49750
Land Development • Land Survey • Topographic • Municipal
Weights Communications • Transportation • Utility Services

CLIENT
DAMONSON HOSPITALITY
One Riverview Drive, Suite 1060
Atlanta, GA 30346
Allen Tomara Burns (Hospitality/Bluma
Design Studio) 734-494-2344

7463 MARKET ST. / 7416 MAIN ST.
TOPOGRAPHIC SURVEY OF PARCELS OF LAND
LOCATED IN THE CITY OF MACKINAC ISLAND
MACKINAC COUNTY, MICHIGAN

1

DATE: 6/29/2022	SHEET: 1 OF 1
REV. DATE	CAUS. BY
22163	PL: MJP
	PK: MJP
	CHK: MJP
	APP: MJP
	DATE: 11/16/2023

LEGAL DESCRIPTION
(Per Mack North Talk Group, Commitment No. M2203514, with Commitment Date of April 11, 2022)
Situated in the City of Mackinac Island, Mackinac County, Michigan:

Parcel A:
Beginning at the Westmost corner of Lot 107A, ASSESSOR'S PLAT NO. 3, according to the recorded Plat thereof as recorded in Liber 2 of Plats, Page 47, Mackinac County Records, thence Northwesterly along the Northwesterly line of said Lot 37.57 feet to an iron stake, thence at an angle of 89°13'28" to the right from the last described course 89.89 feet to an iron stake, thence at an angle of 89°06'59" to the right from the last described course 41.03 feet to an iron stake on the Southwesterly line of said Lot, thence Northwesterly along the Southwesterly line of said Lot 90.87 feet to the Point of Beginning; being a part of said Lot 107A, ASSESSOR'S PLAT NO. 3, according to the recorded Plat thereof as recorded in Liber 2 of Plats, Page 47, Mackinac County Records.

Parcel B:
Commencing at the Westmost corner of Lot 107A, ASSESSOR'S PLAT NO. 3, according to the recorded Plat thereof as recorded in Liber 2 of Plats, Page 47, Mackinac County Records, thence Northwesterly along the Northwesterly line of said Lot 37.57 feet to an iron stake, thence at an angle of 89°13'28" to the right from the last described course 89.89 feet to an iron stake, thence at an angle of 89°06'59" to the right from the last described course 41.03 feet to an iron stake on the Southwesterly line of said Lot, thence Northwesterly along the Southwesterly line of said Lot 90.87 feet to the Point of Beginning, being a part of said Lot 107A, ASSESSOR'S PLAT NO. 3, according to the recorded Plat thereof as recorded in Liber 2 of Plats, Page 47, Mackinac County Records.

BENCHMARKS
BENCHMARK #1:
TOP ARROW ON HYDRANT, IN WEST RIGHT-OF-WAY OF MARKET ST., AT THE INTERSECTION OF HOBAN ST., ±100' S. OF 7463 MARKET ST. ELEVATION=607.07' (NAVD88)
BENCHMARK #2:
TOP ARROW ON HYDRANT, IN EASTERLY RIGHT-OF-WAY OF MAIN ST., AT THE INTERSECTION OF HOBAN ST., ±100' S. OF 7416 MAIN ST. ELEVATION=509.65' (NAVD88)

LEGEND

☼	EXIST. LIGHT POLE	□	FENCE
—w—	EXIST. WATER MAIN	□	ELEC. TRANSFORMER
—h—	EXIST. HYDRANT	□	EXIST. AC UNIT
—v—	EXIST. GATE VALVE IN BOX	□	EXIST. SIGN
—p—	EXIST. FIRE DEPARTMENT CONNECTION	□	EXIST. POST
—r—	EXIST. STORM SEWER	□	TELEPHONE RISER
—c—	EXIST. CATCH BASIN OR BALET	□	ELECTRIC METER
—b—	EXIST. BEEHIVE BALET	□	FOUND IRON PIPE
—s—	EXIST. SANITARY SEWER	□	FOUND IRON ROD
—o—	EXIST. CLEAVOUT	□	FOUND P.K.

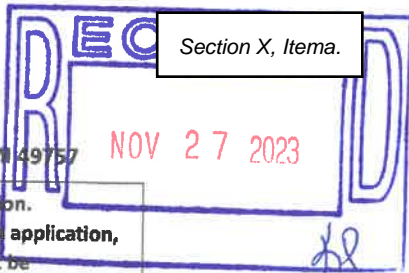
Copyright © 2022, Midwestern Consulting L.L.C. All rights reserved. No part of this drawing may be used or reproduced in any form or by any means, or stored in a database or retrieval system, without prior permission of Midwestern Consulting L.L.C.

The underground utilities shown have been located from field survey information and existing records. The surveyor makes no guarantee that the underground utilities shown comprise all such utilities in the area, either in-service or abandoned. The surveyor further does not warrant that the underground utilities shown are in the exact location indicated. Although the surveyor does certify that they are located as accurately as possible from the information available.

C1.0
3 OF 3

BARRY J. POLZIN
ARCHITECTS

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



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

APPLICANT NAME & CONTACT INFORMATION:
Barry J Polzin

906-226-8661 bpolzin@bjparchitects.com
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 & Mailing Address (If Different From Applicant)
BSI RESORT HOLDINGS LLC
100 Saint Paul Street, Suite 800
Denver, CO 80206

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): Architect
Is the Proposed Structure Within Any Area That The FAA Regulates Airspace? No
Is a Variance Required? No
Are REU's Required? How Many? None

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): 051-550-021-00
- B. Legal Description of Property: See A0.0
- C. Address of Property: 7416 Main St.
- D. Zoning District: C 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: Yes
- H. Architectural Plan Attached: Yes
- I. Association Documents Attached (Approval of project, etc.): N/A
- J. FAA Approval Documents Attached: N/A
- K. Photographs of Existing and Adjacent Structures Attached: Yes

Proposed Construction/Use:

- A. Proposed Construction:
 - 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): Commercial: Hotel, Food & beverage, retail
 - Proposed Use: No change in use.
- C. If Vacant:
 - Previous Use: N/A
 - Proposed Use: _____
 - Length of Time Parcel Has Been Vacant: _____

File No. C23-021-097(H)
Exhibit A
Date 11-27-23
Initials KP

OFFICE USE ONLY			
FILE NUMBER: <u>C23-021-097(H)</u>	FEE: <u>400 -</u>	DATE: <u>11-27-23</u>	CHECK NO: <u>10217</u>
INITIALS: <u>KP</u>	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 Architect (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 Owner

SIGNATURES


Signature

Please Print Name

DARBY J. POLZIN
Please Print Name

Signed and sworn to before me on the _____ day of _____.

Notary Public

County, Michigan

My commission expires: _____

FOR OFFICE USE ONLY

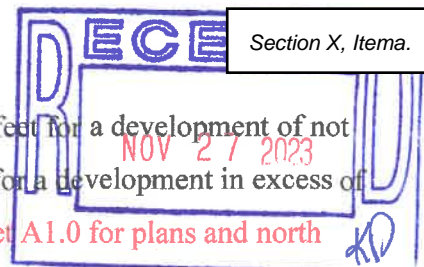
Zoning Permit Issued: _____

Inspection Record:

	Inspection	Date	Inspector	Comments
1.				
2.				
3.				

Occupancy Permit Issued _____

Revised October 2018



1. The plan shall be drawn to [a] scale of not greater than one inch equals 20 feet for a development of not more than three acres and a scale of not less than one inch equals 100 feet for a development in excess of three acres with north point and scale shown on the plan drawing. See sheet A1.0 for plans and north arrows.
2. The plan shall show an appropriate descriptive legend. North arrow, scale, date of preparation and the name and address of the individual or firm preparing the same. See attached plans
3. The property shall be identified by lot lines and general location together with dimensions, angles, and size correlated with the legal description of the property. See attached sheet C1.0
4. The topography of the site with at least two- to five-foot contour intervals and all natural features such as wood lots, streams, wetlands, unstable soils, bluff lines, rock outcroppings, and similar features shall be shown. Topography is shown on C1.0 the rest is N/A.
5. Existing manmade features upon the site and within 100 feet of the same shall be identified. All features have been identified on A1.0 and C1.0.
6. The location, proposed finished floor and grade line elevations, size of proposed main and accessory buildings, the relationship of buildings to one another and to any existing structures on the site, the height of all buildings and square footage of floor space therein shall be disclosed. Site plans for multiple family residential development shall also include 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. N/A
7. All proposed and existing streets, driveways, sidewalks and other bicycle or pedestrian circulation features upon and adjacent to the site shall be shown, together with the location, size and number of on-site parking areas, service lanes thereto, and parking and delivery or loading areas. See C1.0
8. The location, use and size of open spaces together with landscaping, screening, fences, walls and proposed alterations of topography or other natural features shall be indicated. No changes proposed to any landscaping.
9. The proposed operations on the site shall be described, in writing, in sufficient detail to indicate the effect, if any, upon adjoining lands and occupants with any special features which are proposed to relieve any adverse effects to adjoining land and occupants. Any potential demands for future community services will be described, together with any special features which will assist in satisfying such demands. See A1.0 for project description, no changes in demands for services.
10. Any earth-change plans required by state law shall also be submitted with the application. N/A
11. On site lighting, surface water drainage for the site, proposed sanitary sewage disposal, water supply, solid waste storage and disposal, other utility services (i.e., propane tanks, electrical service, transformers), and utility easements shall be included in the plans. N/A no change

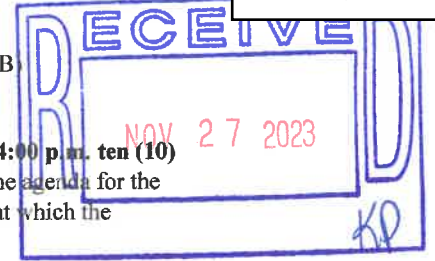
File No. C23-021-097(4)
 Exhibit B
 Date 11.27.23
 Initials KP

- 12. A general description and location of stormwater management system shall be shown on the 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. *N/A no change*
- 13. Any feature of the proposed development that would directly or indirectly impact a public right-of-way, public utility, or adjoining property. See *A1.0 for changes to façade on Main Street.*
- 14. 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). *This is minor change to the façade any materials, equipment, construction debris, and any trash will be stored within the building and then hauled by Drey pickup to be scheduled with Mackinac Island Service company as necessary.*
- 15. 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. *This is minor change to the façade any materials, equipment, construction debris, and any trash will be stored within the building and then hauled by Drey pickup to be scheduled with Mackinac Island Service company as necessary.*
- 16. Proposed construction start date and estimated duration of construction. *Proposed start date November 2024 completed by Mid-April 2025*
- 17. Such other information as may be determined to be necessary by the planning commission

GENERAL APPLICATION FOR WORK LOCATED WITHIN A HISTORIC DISTRICT

Section X, Itema.

- Minor Work (Complete Section A and refer to General Directions)
- New Construction (Complete Section B and refer to General Directions and Item B)
- Demolition (Complete Section B and refer to General Directions and Item C)



Application Deadline: Application and materials must be completed and **submitted by 4:00 p.m. ten (10) business days before each Commission Meeting.** Late applications will be placed on the agenda for the following month. Decision by the Commission will not necessarily occur at the meeting at which the application materials are first received.

A) MINOR WORK

PROPERTY LOCATION: 7416 Main St 051-550-021-00
 (Number) (Street) (Property Tax ID #)

PROPERTY OWNER

Name: BSI Resort Holdings LLC Email Address: nicholas.lakas@kslcapital.com

Address: 100 Saint Paul St, Suite 800 Denver CO 80206
 (Street) (City) (State) (Zip)

Telephone: 720-428-6509
 (Home) (Business) (Fax)

APPLICANT/CONTRACTOR

Name: Barry J Polzin Architects Email Address: bpolzin@bjparchitects.com

Address: 101 N Lakeshore Blvd. Marquette MI 49855
 (Street) (City) (State) (Zip)

Telephone: 906-226-8661
 (Home) (Business) (Fax)

- Attach a brief description of the nature of the minor work proposed and the materials to be used. see attached drawings
- Attach one or more photograph(s) of the whole building including façade and any relevant elevations showing the area, item or feature proposed to be repaired or replaced. The Building Official or Historic District Commission may require additional information necessary to determine the work to be Minor Work.

If the Building Official determines that the proposed work is not Minor Work, the Building Official shall direct the applicant to complete an Application for New Work and/ or Application for Demolition or Moving work which will then be referred to the HDC.

I certify that the information provided in this Application and the documents submitted with this Application are true to the best of my information, knowledge and belief; and that the property where work will be undertaken has, or will have before the proposed project completion date, a fire alarm system or a smoke alarm complying with the requirements of the Stille-DeRossett-Hale single state construction code act, 1972 PA 230, MLC 125.1501 to 125.1531

SIGNATURES
 Signature [Signature] Signature [Signature]
 Please Print Name Barry J. Polzin Please Print Name

NOTE: All photos, drawings and physical samples, etc., become the property of the HDC/City of Mackinac Island. These may be returned to the applicant upon request after they are no longer needed by the Commission/City.

RETURN THIS FORM AND SUPPORTING MATERIALS TO:
MACKINAC ISLAND BUILDING OFFICIAL
 7358 MARKET STREET, MACKINAC ISLAND, MI 49757
 PHONE: (906) 847-4035

File No C23-021-097(CH)
 Exhibit C
 Date 11-27-23
 Initials KP

File Number: <u>C23-021-097(CH)</u>	Date Received: <u>11-27-23</u>	Fee: <u>600 -</u>
Received By: <u>[Signature]</u>	Work Completed Date: _____	

B) NEW CONSTRUCTION & DEMOLITION OR MOVING OF STRUCTURES

Section X, Itema.

PROPERTY LOCATION: _____
(Number) (Street) (Property Tax ID #)

LEGAL DESCRIPTION OF PROPERTY: _____
(Attach supplement pages as needed)

ESTIMATED PROJECT COST: _____

APPLICANT/CONTRACTOR
(Applicant's interest in the project if not the fee-simple owner): ARCHITECT.

Name: _____ Email Address: _____

Address: _____
(Street) (City) (State) (Zip)

Telephone: _____
(Home) (Business) (Fax)

I certify that the information provided in this Application and the documents submitted with this Application are true to the best of my information, knowledge and belief.

Signature:  Date 11.24.23

PROPERTY OWNER(S) AND ALL PARTIES WITH A CLAIM OF RIGHT IN PROPERTY¹ This includes mortgagees, easement holders, and lien holders. You may be asked to provide a title search of the property and if the estimated is in excess of \$250,000 you are required to do so. Attach additional pages listing the person(s) or entity(ies) with legal interest(s) in the property and the nature of the legal interest(s).

Name: _____ Email Address: _____

Address: _____
(Street) (City) (State) (Zip)

Telephone: _____
(Home) (Business) (Fax)

- The undersigned certify(ies) and represent(s)
1. That he/she, it or they is (are) all of the fee title owner(s) of all of the property involved in the application; and
 2. That he/she, it or they has (have) attached a list which identifies all parties with a legal interest in the property at issue other than the undersigned owner(s) and has (have) identified the nature of each legal interest; and
 3. That the answers and statements herein attached and materials provided are in all respects true and correct to the best of his, her, its or their information, knowledge and belief. The undersigned hereby further certify(ies) and represent(s) that he/she, it or they has (have) read the foregoing and understand(s) the same.
 4. That the property where work will be undertaken has, or will have before the proposed project completion date, a fire alarm system or a smoke alarm complying with the requirements of the Stille-DeRossett-Hale single state construction code act, 1972 PA 230, MLC 125.1501 to 125.1531.

SIGNATURES
Signature Signature

Please Print Name Please Print Name

Signed and sworn to before me on the _____ day of _____, 20____

Notary Public
_____ County, Michigan
My commission expires: _____

¹ The decision by the Historic District Commission may be in the form of Restrictions to which such Parties may be required to agree. (revised 04/17)

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"/>

**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 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 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"/>

- | | | |
|---|-------------------------------------|--------------------------|
| 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. | <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"/> |

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) | <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

Provided

Not Provided
or Applicable

- | | | |
|---|--------------------------|-------------------------------------|
| 19. Location of existing manmade features on the site and within 100 feet of the site | <input type="checkbox"/> | <input checked="" 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 type="checkbox"/> | <input checked="" type="checkbox"/> |
| 21. For multiple family residential development, a density schedule showing the number of dwelling units per acre, including a | <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 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"/>



Richard
Neumann
Architect

610 Grand Avenue, Petoskey, Michigan 49770, 231.347.0931

30 November 2023

Katie Pereny, Secretary
Historic District Commission
City of Mackinac Island
Mackinac Island, MI 49757

Re: **BICYCLE STREET INN RECONFIGURED MAIN ENTRY**
Market and Main Historic District
Design Review

Dear Ms. Pereny:

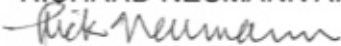
I have reviewed the renovations proposed to reconfigure the main entry at the Bicycle Street Inn, 7416 Main Street in the Market and Main Historic District. As a non-historic building, the Inn is a Non-contributing structure in the district.

The proposed work would alter the configuration of the main entry at the center of the building along the public sidewalk. Four sets of doors, two pairs and two singles with sidelites, would be replaced, and in so doing, relocated to create a symmetrical entry recess, instead of the existing asymmetrical arrangement. The new doors would match the existing ones. The transom window units above the doors would also be relocated above their respective doors below. The brick pavers in the vestibule would be removed and reused in the new configuration.

The Standards for review which are applicable to this request are: **Standard 9** - Exterior alterations shall not destroy materials that characterize the building, and shall be compatible with the architectural features of the existing resource. And under **Sec. 10-161(b)**, the architectural character of the property and its relationship to the surrounding district shall be maintained. The proposed changes would be compatible in appearance, and would be appropriate to the historic district. And it should be noted that the reconfigured more symmetrical recessed entry would be a design improvement, and would be more appropriate, since most traditional commercial storefronts had symmetrical recessed front entries. As such, the proposed changes would meet the Standards for review.

Sincerely,

RICHARD NEUMANN ARCHITECT


Rick Neumann

- c. Barry Polzin, Barry J. Polzin Architects
Dennis Dombroski, City of Mackinac Island
Gary Rentrop, Rentrop & Morrison

