



ACME TOWNSHIP PLANNING COMMISSION MEETING
ACME TOWNSHIP HALL
6042 Acme Road, Williamsburg MI 49690
August 14th, 2017 7:00 p.m.

CALL TO ORDER WITH PLEDGE OF ALLEGIANCE

ROLL CALL:

- A. LIMITED PUBLIC COMMENT:** Members of the public may address the Commission regarding any subject of community interest during public comment periods by filling out a Public Comment Card and submitting it to the Secretary. Public comments are limited to three minutes per individual. Comments during other portions of the agenda may or may not be entertained at the moderator's discretion
- B. APPROVAL OF AGENDA:**
- C. INQUIRY AS TO CONFLICTS OF INTEREST:**
- D. SPECIAL PRESENTATIONS:**
1. None
- E. CONSENT CALENDAR:** The purpose of the consent calendar is to expedite business by grouping non-controversial items together for one Commission motion without discussion. A request to remove any item for discussion later in the agenda from any member of the Commission, staff or public shall be granted.
1. **RECEIVE AND FILE**
 - a. Township Board Draft Minutes 07/11/17
 - b. Township Board Special Meeting Draft Minutes 08/01/17
 2. **ACTION:**
 - a. Adopt Planning Commission Minutes 07/10/17
- F. ITEMS REMOVED FROM THE CONSENT CALENDAR**
1. _____
 2. _____
- G. CORRESPONDENCE:**
1. County Planning Awards Banquet – Nomination Forms
- H. PUBLIC HEARINGS:**
1. None
- I. NEW BUSINESS:**
1. Planning Commission Elections
 2. Special Use Permit 2017-03 – Archangel Greek Orthodox Church, 7111 US-31 N
- J. OLD BUSINESS:**
1. Short-Term Rental Draft Ordinance (v3)
 2. Medical Marihuana Ordinance
- K. PUBLIC COMMENT & OTHER PC BUSINESS**
1. Zoning Administrator Report – Shawn Winter
 2. Planning Consultant Report – John Iacoangeli
 3. Township Board Report – Doug White
 4. Parks & Trails Committee Report – Marcie Timmins

ADJOURN:



ACME TOWNSHIP PLANNING COMMISSION MEETING
ACME TOWNSHIP HALL
6042 Acme Road, Williamsburg MI 49690
August 14th, 2017 7:00 p.m.

CALL TO ORDER WITH PLEDGE OF ALLEGIANCE

ROLL CALL:

Members present: B. Balentine (Secretary), D. White, K. Wentzloff (Chair), D. Rosa, M. Timmins, D. VanHouten

Members excused: S. Feringa (Vice Chair)

Staff present: S. Winter, Planning & Zoning Administrator, J. Jocks, Legal Counsel, J. Iacoangeli, Planner, V. Donn, Recording Secretary

- A. LIMITED PUBLIC COMMENT:** None
- B. APPROVAL OF AGENDA:** Timmins motioned to approve the agenda. Support by White. Motion carried unanimously.
- C. INQUIRY AS TO CONFLICTS OF INTEREST:** None
- D. SPECIAL PRESENTATIONS:**
1. None
- E. CONSENT CALENDAR**
1. **RECEIVE AND FILE**
- Township Board Draft Minutes 07/11/17
 - Township Board Special Meeting Draft Minutes 08/01/17
2. **ACTION:**
- Adopt Planning Commission Minutes 07/10/17

Motioned by Timmins to approve the Consent Calendar, Receive and File, second by Balentine. Motion carried unanimously.

F. ITEMS REMOVED FROM THE CONSENT CALENDAR

1. None
2. _____

G. CORRESPONDENCE:

1. S. Winter - County Planning Awards Banquet, deadline October 6, 2017 for nomination forms.

H. PUBLIC HEARINGS:

1. None

I. NEW BUSINESS:

1. Planning Commission Elections

Wentzloff opens nominations. Balentine nominated Wentzloff for Chair. Wentzloff accepted. Roll Call Vote, Motion carried unanimously. Timmins nominated Feringa for Vice Chair. Roll Call Vote, Motion carried unanimously. White nominated Timmins for Secretary. Timmins accepted. Roll Call Vote, Motion carried unanimously.

2. Special Use Permit 2017-03 – Archangel Greek Orthodox Church, 7111 US-31 N

Fr. Ciprian Streza, with Traverse City Greek Orthodox Mission Church, 7331 Deepwater Point Rd., Williamsburg and Mark Hamitz with Cornwell Architects, 401 E. Front St., Traverse City, gave overview with renderings of church and landscaping. Discussion with questions were addressed.

Completed documents for parking lot variance, treed islands, landscaping plan, GT County Environmental Health permit, storm water system edits, signage, and photometric plan details will all need to be submitted to S. Winters prior to the next Planning Commission Meeting. Suggested date for Public Hearing to be set for September 11, 2017, any outstanding items will be keep the public hearing open before making recommendations to Board of Trustees. Concerns of times and type of night lighting were discussed. Mark Hamitz will include renderings of the church and ground's lighting to meet the township ordinance.

Motion by Timmins to set a public hearing for September 11, 2017 to review Special Use Permit application SUP 2017-03 to consider recommending approval of a 12,385 square foot church building submitted by the Applicant Mark Humitz on behalf of the TC Greek Orthodox Mission Church to be located at 7111 US-31 N, Williamsburg, MI 49690. Prior to the public hearing date, the Applicant shall resubmit amended plans and/or submit the necessary documents to include:

1. A variance by the Zoning Board of Appeals to allow the parking to be located in the front and side yard, as opposed to the rear and side yard, and for the landscaping requirements.
2. A well and septic permit issued by the Grand Traverse County Environmental Health Department.
3. An updated parking plan that reflects the tree island, buffering, landscaping, screening, refuse receptable, and snow storage requirements of §7.5.4
4. A landscape plan meeting the requirements of §7.5.6, or the standards approved through a variance by the Zoning Board of Appeals.
5. An updated storm water control plan the meets the requirements of the Storm Water Control Ordinance, as reviewed by Gosling Czubak.
6. An updated photometric plan that includes intended architectural lighting, intened hours of exterior lighting, and method of which the exterior lighting will be controlled, and/or minimized when not in use.
7. A sign plan that conforms with §7.4 (recommended)

Support by Rosa. Motion carried unanimously.

J. OLD BUSINESS:

1. Short-Term Rental Draft Ordinance (v3)

Review of Short-Term Rental Ordinance. Winter will begin drafting the necessary zoning ordinance amendments to reflect the short-term rental ordinance.

2. Medical Marihuana Ordinance

Discussion held on medical marihuana facilities, growers, transporters, processors and number of permits. J. Jocks (Counsel) will provide draft with changes to be included for Medical Marihuana Zoning Ordinance Amendment.

Motion by Rosa to set a Medical Marihuana Zoning Ordinance Amendment Public Hearing for September 11, 2017. Support by Timmins. Motion carried unanimously.

Motion by Timmins to send Board of Trustees Medical Marihuana Ordinance to review. Support by Balentine. Motion carried unanimously.

K. PUBLIC COMMENT & OTHER PC BUSINESS

1. Zoning Administrator Report – Shawn Winter reported Pro Fireworks has purchased the former Dollar General Store and Four Seasons Sunroom Buildings.
2. Planning Consultant Report – John Iacoangeli -none
3. Township Board Report – Doug White -none
4. Parks & Trails Committee Report – Marcie Timmins - none

ADJOURN: Motion to adjourn by Timmins, support by Balentine. Meeting adjourned at 8:48.



MEMORANDUM

Planning and Zoning

6042 Acme Road | Williamsburg, MI | 49690

Phone: (231) 938-1350 Fax: (231) 938-1510 Web: www.acmetownship.org

To: Acme Township Planning Commission
 From: Shawn Winter, Planning & Zoning Administrator
 CC: Jeff Jocks, Counsel; John Iacoangeli, Planning Consultant
 Date: August 7, 2017
 Re: August 14, 2017 Planning Commission Packet Summary

A. LIMITED PUBLIC COMMENT

Open: _____ Close: _____

B. APPROVAL OF AGENDA

Motion to approve: _____ Support: _____

C. INQUIRY AS TO CONFLICTS OF INTEREST

Name: _____ Item: _____
 Name: _____ Item: _____

D. SPECIAL PRESENTATION

1. None

E. CONSENT CALENDAR:

1. **RECEIVE AND FILE:**
 - a. Township Board Draft Minutes 07/11/17
 - b. Township Board Special Meeting Draft Minutes 08/01/17
2. **ACTION:**
 - a. Approve Draft Planning Commission Minutes 07/10/17

Motion to adopt: _____ Support: _____

F. ITEMS TO BE REMOVED FROM THE CONSENT CALENDAR

1. _____
2. _____

G. CORRESPONDENCE:

1. GT County Planning Awards – Nomination Letter and Forms

H. PUBLIC HEARINGS:

1. None

I. NEW BUSINESS:

1. **Planning Commission Elections**
 - A memo from Counsel dated July 10, 2013 has been enclosed to outline the procedure for electing officers.
 - Each officer shall take office immediately after their selection, per the Planning

Commission by-laws.

- The following committee appointments should also be made:
 - Administrative Site Plan Review:
 - PC Chair, one PC member, and one alternate
 - ZO Rewrite Subcommittee:
 - Three PC members

2. Special Use Permit 2017-03 – Archangel Gabriel Greek Orthodox Church, 7111 US-31 N

- The Greek Church has applied for a special use permit and site plan review to construct a new 12,385 church facility on US-31 N, just north of Dock Rd.
- The enclosed staff report details the review of the zoning ordinance standards necessary for approval. There are a few items still outstanding, and/or needing to be addressed:
 - Parking lot variance
 - The parking lot in the front will need a variance from the ZBA. The Applicant is tentatively planning a hearing for the week of August 28th.
 - Treed Islands
 - The parking lot plan does not include any of the necessary treed islands discussed at the July 10th PC meeting
 - No GT County Environmental Health Permit
 - The County is waiting on drawings from Gourdie-Fraser of the drain field to issue a permit
 - No landscape plan
 - The Applicant has had a difficult time securing a landscape architect who can get the work done in time given the time of year.
 - I believe they now have company working on the design
 - The Applicant may be seeking a variance to some of the landscape plan standards. This would be part of the same hearing as the parking lot
 - Storm water system edits
 - Gosling Czubak has submitted an email with several items that will need to be addressed in the storm water plan.
 - Photometric plan details
 - Given the prominent location of the church on a hillside overlooking the bay, the plan should include intended architectural lighting elements, including whether to dome will be illuminated or not
 - The plan does not include any details regarding the parking lot lights and when they'll be turned off, use of automatic timers, dimming when not in use, etc.
- Once these elements have been addressed (with favorable reviews), it is the conclusion of staff that this project will meet the standards necessary to recommend approval to the Township Board.
- The next step will be to set a public hearing, with the recommendation being the September 11th PC meeting.
 - The application can move forward in this process while the above listed items are being addressed, the goal being that they will be submitted prior to the public hearing.
 - If they are not all submitted (with favorable reviews), the PC can leave the public hearing open until the October meeting before making their recommendation
 - The completion of some items may be a requirement of Township Board approval when making a motion to recommend approval. For instance, after the public hearing the PC could recommend approval to the Township Board contingent on a landscape plan that receives a favorable review by Beckett & Raeder and township staff.

J. OLD BUSINESS:

1. Short-Term Rental Draft Ordinance (v3)

- The short-term rental draft ordinance enclosed in this packet is the third version and reflects changes made at the last meeting.
- Members of the Board requested the draft be placed on their agenda for the August 1, 2017 Board meeting. This was the first time they received a copy and thus there was little discussion. They will read over it this month and bring it back for discussion at their September 5, 2017 meeting.
- Since they have taken picked it up, it is now in their hands to determine what changes they may want to include, if any.
- The next step for the PC is to determine how/if the Zoning Ordinance will need to be amended to reflect the addition of short-term rentals. I would wait for feedback from the Board before amending the Zoning Ordinance in case they make any changes that would affect this process.

2. Medical Marihuana Ordinance

- Counsel has submitted a document that addresses the necessary changes in the zoning ordinance in order accommodate the police power ordinance for the medical marihuana licensed facilities.
- Since the zoning ordinance amendment process takes a while it has been recommended that the process begins now based on the details that have been discussed for the licensed facilities.
- It may feel like trying to hit a moving target when amending a zoning ordinance without having the police power ordinance finalized. However, the amendment will go to the Board for final approval. They may hold the approval until the police power ordinance is finalized (recommended) and may make edits to the amendment prior to adopting it if needed to address details in the police power ordinance.
- Counsel will also be submitting another document that is a draft police power ordinance. It will not be included when this packet is printed and delivered, but will be sent once it is received.

K. PUBLIC COMMENT & OTHER PC BUSINESS:

1. Public Comment:

Open:

Close:

2. Zoning Administrator Report: Shawn Winter

- **Permits** (since June 10, 2017)
 - Land Use Permits – 6
 - LUP 2017-31 Accessory, 3347 Greenwood
 - LUP 2017-32 New Home, 7604 Peaceful Valley
 - LUP 2017-33 Accessory, 2863 Holiday Pines
 - LUP 2017-34 New Home, 9265 Bayridge
 - LUP 2017-35 Addition, 6107 Plum Dr
 - LUP 2017-36 New Home, 4919 Davide Dr
 - Sign Permits – 1
 - SIGN 2017-08 Perm: McDonald's

3. Planning Consultant Report: John Iacoangeli

4. Township Board Report: Doug White

5. Parks & Trails Committee Report: Marcie Timmins

L. ADJOURN:

Motion to adjourn:

Support:



APPROVED

**ACME TOWNSHIP BOARD MEETING
ACME TOWNSHIP HALL
6042 Acme Road, Williamsburg MI 49690
Tuesday, July 11, 7:00 p.m.**

CALL TO ORDER WITH PLEDGE OF ALLEGIANCE at 7:03 p.m

Members present: J. Aukerman, C. Dye, A. Jenema, D. Nelson, P. Scott, D. White, J. Zollinger
Members excused: None
Staff present: N. Edwardson, Recording Secretary

A. LIMITED PUBLIC COMMENT:

Patrick M. Fox, Chief Financial Officer, Grand Traverse Band Economic Development Corporation, read a letter into the record. Copy attached to minutes.

J. Heffner, 4050 Bayberry Ln, express support for putting tribal land parcel 88 in trust. Heffner also commented how busy Bayside park was on July 4th. The parking lot was full and then some.

R. Evina, 6075 Arabian Ln and owner of Woodland Creek furniture, also expressed support for putting Tribal land in trust.

B. APPROVAL OF AGENDA:

Jenema would like to add under New Business # 7 Recording Secretary for Board and Planning Commission Meetings.

Motion by Jenema, seconded by Nelson, to approve the agenda with the addition of New Business #7 Recording Secretary for Board and Planning Commission meetings. Motion carried unanimously.

C. APPROVAL OF BOARD MINUTES: 06/06/17 and Special Board meeting 06/28/17

Motion by Nelson seconded by White to approve Board meeting minutes of 6/6/17 and 6/28/17 as presented. Motion carried unanimously.

D. INQUIRY AS TO CONFLICTS OF INTEREST: None

E. REPORTS:

1. Clerk – Dye:

Clerk's office has been working on record retention at the Sayler Park storage shed. A total of 1,649 pounds that met destroy dates were shredded. Dye would like to remind the Board this storage shed has a lot of exposure to mice and does not meet standards for storage of records. Dye also stated there is a increase in cemetery burials. So far ten have been scheduled with a possible disinterment. In 2016 there were seven and five in 2015. More than likely have to increase budget amount for contracted employee or sexton. Dye also stated there is a two day Michigan Township Association professional development for Treasurers, Supervisors, Clerks and Trustees in July & August in Frankenmuth. Contact Dye if interested.

2. Parks – Zollinger

Zollinger said that to date we have collected \$1,251.00 in boat launch fees. A bench for Bayside park is on order and will be on display at the park for resident review. Autumn Olive in Yuba Natural Area on the south side will be worked on

3. Legal Counsel – No report

4. Sheriff - Potter

Zollinger commented that Potter is off on medical leave for his back as a result of the car accident he was involved in last winter while working.

5. County - Received and filed
6. Roads – No report
7. Farmland -No report

F. SPECIAL PRESENTATIONS/DISCUSSIONS: None

- G. CONSENT CALENDAR:** The purpose is to expedite business by grouping non-controversial items together one Board motion (roll call vote) without discussion. A request to remove any item for discussion later in the agenda from any member of the Board, staff or public shall be granted.

1. RECEIVE AND FILE:

- a. Treasurer's Report
- b. Clerks Revenue/Expenditure Report and Balance Sheet
- c. RecycleSmart June 2017
- d. North Flight May and June reports
- e. Draft Unapproved meeting minutes
 1. Planning Commission 06/12/17
 2. Parks & Trails 06/16/17

2. APPROVAL:

- a. Accounts Payable Prepaid of \$85,276.32 and Current to be approved of \$44,883.33
(Recommend approval: Cathy Dye, Clerk)

H. ITEMS REMOVED FROM THE CONSENT CALENDAR:

Jenema asked for the 06/12/17 Planning Commission minutes to be removed.

Motion by Scott, seconded by White, to approve the consent calendar with the removal of the Planning Commission minutes of 6/12/17. Motion carried unanimously.

Jenema commented on the "Short-Term rental draft ordinance" under Old Business. This is a police powered ordinance enforced by the Board. The Planning Commission have been working on this for many months. Winter will put a memo together for the August Board meeting.

Motion by Nelson, seconded by White, to approve the Planning Commission minutes of 6/12/17 as presented. Motion carried unanimously.

I. CORRESPONDENCE: Received and Filed

1. Letter from Dept of Natural Resources dated 6/14/17 Re: Off-road vehicles
2. Letter from Cindy and Tom Duemling Re: Short term rentals
3. Memo "Northern MI Water Safety Events", Wednesday, July 19, 2017, Bayside Park
4. Memo "No Wipes in the Pipes"
5. Michigan Township Association "Principles of Governance"

J. PUBLIC HEARING: None

K. NEW BUSINESS:

1. Board recommendations for various boards

Zollinger provided a memo recommending the following appointments;
Planning Commission – Daniel J. VanHouten-term ending in 2018
Zoning Board of Appeals – Beth Balentine-term ending in 2019
Jim Maitland-term ending in 2020
Parks & Trails – Steve Feringa-term ending in 2020

Motion by White, seconded by Aukerman to approve the recommendations to Planning Commission, ZBA and Parks & Trails as presented. Motion carried unanimously.

2. Annual E-Coli testing Acme Parks

The Board was provided with a copy of the weekly memo for water testing at Bayside/Sayler parks and Dock Rd by the County. If beach samples contain more than 130 E.coli a notice for that beach is posted until the water is tested again the next day and is lower.

3. Parks possible use of naming features people, have donated monies of a major amount.

Jenema led a discussion about residents/businesses purchasing larger items such as pavilion, playground equipment for Bayside Park and having a small plaque naming the contributor. The Board has no problem with doing but would like to see rules to regulate.

4. Possible donation to purchase additional speed sign

Zollinger stated that a Acme Township resident would donate \$1,000 to purchase additional speed sign if sign could be placed near his property. Discussion followed. Zollinger would like Board to think more about the subject for discussion at a later date.

5. Acme Sewer repairs/DEQ Part 41 status

We are replacing a measure device in manhole #1 approximate cost of \$16,000. Also getting close on DEQ Part 41.

6. Resolution Metro Fire Lease for Station 8 and utilities

Resolution to support Lease and increased share of electric bill due to trailer for sleeping quarters for Metro Fire.

Motion by Nelson, seconded by Jenema, to approve Resolution R-2017-24 regarding a lease agreement with Metro Fire Station 8. Motion carried unanimously.

7. Recording Secretary for Board and Planning Commission meetings

Jenema stated that we need a Recording Secretary for Board and Planning Commission meetings. Discussion.

Motion by Jenema, seconded by Scott to have Personnel Committee begin the search for candidates for the position. Motion carried unanimously.

L. OLD BUSINESS:

1. Deepwater Point Road/Beach accesses signs

Discussion held on putting small signs on each of the four access points. This issue will come back to the Board after Board members have visited the areas.

2. Resolution Supporting Life Insurance

A resolution was presented with three options to provide life insurance for all elected, full-time Employees including Trustees. Option three was chosen with an annual cost of about \$2,100.

Motion by Scott, seconded by Jenema to approve Resolution R-2017-25 supporting offering life insurance to all full-time employees and elected officials. Motion carried by unanimous roll call vote.

3. Approval of response letter for BIA for land in trust

A draft letter was presented to the Board and approved as presented for Zollinger to sign.

Motion by White, seconded by Nelson to approve the response letter to the Bureau of Indian Affairs as presented. Motion carried unanimously.

PUBLIC COMMENT & OTHER BUSINESS THAT MAY COME BEFORE THE BOARD:

ADJOURN AT 9:10 pm



**ACME TOWNSHIP BOARD MEETING
ACME TOWNSHIP HALL
6042 Acme Road, Williamsburg MI 49690
Tuesday, August 1, 2017 7:00 p.m.**

CALL TO ORDER WITH PLEDGE OF ALLEGIANCE at

Members present: J. Aukerman, C. Dye, A. Jenema, D. Nelson, P. Scott, D. White, J. Zollinger

Members excused: None

Staff present: None

A. LIMITED PUBLIC COMMENT: None

B. APPROVAL OF AGENDA:

Zollinger would like to add two items to the agenda under Old Business #5 Recording Secretary and #6 Deepwater Pt. pathways.

Motion by Jenema, seconded by Scott to approve the agenda with the addition of Old Business #5 Recording Secretary and #6 Deepwater Point pathways. Motion carried unanimously.

C. APPROVAL OF BOARD MINUTES: 07/11/17

Motion by Nelson, seconded by White to approve Board meeting minutes of 07/11/17. Motion carried unanimously.

D. INQUIRY AS TO CONFLICTS OF INTEREST: None

E. REPORTS:

- 1. Clerk – Dye:** Reported the Clerk's office has been working on a possible disinterment in the Yuba Cemetery and learning all that it involves.
Gabridge & Co will be in the Acme Township hall beginning August 15th to start the year-end audit.
- 2. Parks – Zollinger:** Reported on the necessary No Swimming postings at parks because of the tested E.coli levels and that they change every day.
Also the number of Saylor Park Boat Launch Passes sold as of today is around 270 and the daily passes have brought in about \$1,800.00.
- 3. Legal Counsel – No report**
- 4. Sheriff - Potter**
Zollinger informed that Potter is still on medical leave. There is a traffic report on the table tonight. The speed sign can still be checked from the office location. Zollinger will be checking on the bill because of Potters absence.
- 5. County – Carol Crawford reported on Grand Traverse** County Commissioners decision to replace County Administrator and the candidate turned it down. The Commissioners are still considering someone for this position. Carol also reported on the County managing of their IT and that County's yearend audit ended with \$2.8 mil to the good.
- 6. Farmland -Laura Rigan from GT Regional Land Conservancy,** the Farmland Protection Specialist reported on farms located in Acme Township that are being considered for this program. The three parcels under review are: Jack & Barbara White, Cap Farms and CherriesDaBerries Farm. Laura discussed the steps and funding of the Farmland Preservation program.

F. SPECIAL PRESENTATIONS/DISCUSSIONS:

Metro Fire proposed 2018 Budget timeline-Parker reviewed the report presented to the Board with the dates involving the process of final approval along with budgeted revenue and expenditures, allocations based on taxable value – 2.35 looking at previous and current year. Parker explained assumptions and issues for the 2018 Budget. This was followed by Board discussion and questions.

- G. CONSENT CALENDAR:** The purpose is to expedite business by grouping non-controversial items together one Board motion (roll call vote) without discussion. A request to remove any item for discussion later in the agenda from any member of the Board, staff or public shall be granted.

1. RECEIVE AND FILE:

- a. **Treasurer's Report**
- b. **Clerks Revenue/Expenditure Report and Balance Sheet**
- c. **Recycle Smart “ Learn Before You Burn”**
- d. **Draft Unapproved meeting minutes**
 - 1. **Planning Commission 07/10/17**

2. APPROVAL:

- a. **Accounts Payable Prepaid of \$10,852.42 and Current to be approved of \$65,394.30**
(Recommend approval: Cathy Dye, Clerk)

- H. ITEMS REMOVED FROM THE CONSENT CALENDAR:** None

Motion by Scott, Seconded by Nelson to approve consent calendar as presented. Motion carried unanimously by roll call vote.

- I. CORRESPONDENCE:** Received and Filed

- 1. **“Conservation Resource Alliance” letter**

- J. PUBLIC HEARING:** None

K. NEW BUSINESS:

1. Resolution to approve contract for DNR Bayside Phase 2

Board discussed approving a Resolution for the DNR contract for Bayside Phase 2 and with much discussion about whether the Board sign the Resolution at this time or wait until a letter of commitment from the Land Conservancy is received. Land Conservancy agreed to commit \$200,000.00 and Acme Township \$100,000.00 making the match total of \$300,000.00. for this project. The Board agreed to put this Resolution on hold until a letter is received from Glenn Chown confirming the agreed commitment from Land Conservancy for this project. Zollinger will be contacting Glenn Chown regarding this letter.

L. OLD BUSINESS:

1. Short term rentals police power ordinance

This ordinance is being presented to the Board for review. Next month Shawn Winter will attend the September Board meeting to address any questions the Board may have.

2. Lease agreement with Metro Fire Station 8

Zollinger informed the Board that he and Jeff Jocks are working on the language for the Metro Fire Station 8 Lease agreement. Some changes are needed and once this is completed he will bring back to the Board.

3. Status Acme water directions – Supervisor

Zollinger brought back to the board the work put together on Acme Township water options which was presented to the Board at the May 9th meeting. Discussion by the Board followed. At this time, Zollinger suggesting Acme Township have Gosling Czubak look at the Hope Village wells which Acme owns and see if they are capable of pumping volumes needed to provide for additional users. Once this is looked at we will also look for a site to build a stand pipe to hold water to improve pressure to meet system requirements. More Discussion was held in lite of no firm commitment from East Bay Water Company (Tribal system) to extend their water services to the Acme Village property area and beyond. The Board directed Supervisor Zollinger to proceed with having Gosling Czubak review the existing water system at Hope Village and report back.

4. “Adopt-A-Bench” program for Acme Township

Jenema informed the Board of what is involved with the “Adopt-A-Bench” program located in the Bayside Park. There are people who are interested in becoming Sponsors. A decision from the Board is necessary for the Sponsor dollar portion and color of the bench to be used. Because the plaque expense is subject to the Sponsor portion Jenema is asking the Board to approve the Sponsor amount of \$1,500.00 and make a final decision on the color. Board discussion followed.

Motion by Nelson, seconded by White moving forward with the color green and \$1,500.00 Sponsor amount. Motion carried unanimously with a roll call vote.

5. Recording Secretary

Dye informed the Board that Personnel Committee met August 1st to review resumes and will interview August 2nd for Recording Secretary. Would the Board agree to hire this Recording Secretary if the Personnel Committee agrees unanimously on this person?

Motion by Jenema, Seconded by Scott to allow Personnel Committee to hire Recording Secretary if they were to have a unanimous agreement after interview. Motion carried unanimously by a roll call vote.

6. Pathways on Deepwater Point

The Board discussed the visited pathways on Deepwater Point. It was reported that of the 4 pathways the 2 southern pathways need some cleanup and possibly some wood chips on pathway to define path. The neighbors on the pathways requiring clean up would be notified. Volunteers like the Boy Scouts may want to do this clean up. Zollinger presented some 4’x4” signs with “Acme Twp Boundaries” to be posted in the pathways, all Board members agreed.

PUBLIC COMMENT & OTHER BUSINESS THAT MAY COME BEFORE THE BOARD: None

ADJOURN AT 9:10



**ACME TOWNSHIP PLANNING COMMISSION MEETING
ACME TOWNSHIP HALL
6042 Acme Road, Williamsburg MI 49690
July 10th, 2017 7:00 p.m.**

CALL TO ORDER WITH PLEDGE OF ALLEGIANCE

ROLL CALL:

Members present: Feringa (Vice-Chair), K. Wentzloff (Chair), D. Rosa, M. Timmins, B. Balentine (Secretary), D. White (7:05)

Staff Present: S. Winter, Zoning Administrator

A. LIMITED PUBLIC COMMENT

Open at 7:02

Pat Buck 7369 Deep Water Point Asked about the 150 applications, concerned that the rental are mostly on the water and they should be spread out equally. Discussion to follow.

Wally Olson 7373 Deepwater Point asked why we are having weekly rentals when the newsletter said we weren't. Discussion to follow.

Closed for Public Comment at 7:06

B. APPROVAL OF AGENDA:

Rosa motioned to approve the agenda. Support by White. Motion carried unanimously.

C. INQUIRY AS TO CONFLICTS OF INTEREST:

None

D. SPECIAL PRESENTATIONS:

1. None

2. **CONSENT CALENDAR.**

3. **RECEIVE AND FILE**

- a. Township Board Special Meeting Draft Minutes 6/28/17
- b. Township Board Draft Minutes 06/06/17
- c. Parks and Trails Committee Draft Minutes 06/16/17

4. **ACTION:**

- a. Adopt Planning Commission Minutes 06/12/17

Motion by Feringa to approve the Consent Calendar Receive and File, second by Rosa. Motion carried unanimously.

E. ITEMS REMOVED FROM THE CONSENT CALENDAR

- 1. None
- 2. _____

F. CORRESPONDENCE:

- 1. **Cindy Duemling** – Short Term Rentals – See Attached.

G. PUBLIC HEARINGS:

If you are planning to attend and are physically challenged, requiring any special assistance, please notify Cathy Dye, Clerk, within 24 hours of the meeting at 938-1350.

1. None

H. NEW BUSINESS:

1. Archangel Greek Orthodox Church, 7111 US -31 N – Preliminary Review

Shawn Winter gave a brief overview.

Mark Hamitz of Cornwell Architects 401 E. Front St. Traverse City, MI 49686 gave the audience a map and showed counsel pictures of the church. Mr. Hamitz explained why they were doing what they were doing with regards to storm water and basin and stating that he is ready to send out letters.

Terry Boyd of Gordie Fraser, 123 W. Front St. Traverse City discussion on the size and shape of basin and that he will be redrawing it. Discussion to follow.

Balentine asked clarifying questions about the deadlines as written. No formal application has been submitted.

Wentzloff states that there can be no guarantee of the time line without the application. Further questions and discussion. Winter explains how the process works, reviews agencies that need to be contacted and made a suggestion to look at other ordinances.

I. OLD BUSINESS

1. Short-Term Rental Draft Ordinance (v2)
See attached Short-term Rental Ordinance 2017-V-2. Discussion to follow, with assurances from Wentzloff that nothing will be done to pass the ordinance without approval from the board.

J. PUBLIC COMMENT AND OTHER PC BUSINESS

no public comment

- a. Zoning Administrator Report – Shawn Winter
- b. Planning Consultant Report - none
- c. Township Board Report – Doug White - none
- d. Parks & Trails Committee Report – Marcie Timmins - none

ADJOURN:

Motion to adjourn by Timmins, Support by White, Meeting adjourned at 8:30

Request For Annual Awards Banquet Nominations

The Annual Awards Banquet, co-sponsored by the Grand Traverse County Planning Commission and the Grand Traverse County Chapter of Michigan Townships Association, is scheduled for **Thursday, November 2, 2017** at Boone's Long Lake Inn. Once again, we are looking to you for help in nominating individuals or projects to receive awards. We are asking you to be creative and think outside the box to nominate individuals and projects that support or exemplify good planning in Grand Traverse County. Below is a brief description of the award categories.

- ***Certificates of Appreciation***—given to individuals nominated by their local unit of government for outstanding work during the past year.
- ***Distinguished Service Awards***—recognize individuals who have gone beyond the call of duty in their efforts for their unit of government and the wider community during the past year.
- ***Placemaking Awards***—recognizes local units of government or activities that capitalize on a local community's assets, inspiration, and potential, ultimately creating good public spaces that promote people's health, happiness, and wellbeing.
- ***Outstanding Development Awards***—awarded by the individual local units in recognition of developments in their community. Each local unit will be able to use the awards banquet as a forum to recognize any developer for an outstanding project. The presentation will be made by the local unit and the local unit will be responsible for arranging for a display board and the dinner fee for the recipient(s).
- ***The Roger Williams Planner Award***—recognizes the efforts of professional planners in the County. Named for the first director of the County Planning Commission, Roger Williams, the award is given to a professional staff or consulting planner that has been nominated by a unit of government for outstanding professional work. A traveling plaque is awarded to the unit of government or organization the recipient represents.
- The most prestigious award is the ***Frank Purvis Stewardship Award***. This award is given to a citizen planner who demonstrates high ideals of leadership, dedication, and volunteerism. This award consists of two plaques, one to the recipient and the second is a traveling plaque that is presented to the award winner's unit of government.

Enclosed you will find nomination forms for each of the award categories. Please discuss the awards program with your planning commission and board and make nominations for this year's banquet. We are requesting that your nominations be in the County Planning Department office by **Friday, October 6**. This will assure that the Awards Banquet Committee has sufficient time to review the nominations. Your nominations may be mailed, emailed (jsych@grandtraverse.org), or faxed (231-922-4636).

If you have any questions about any of the awards, or if you have an idea of an award you would like presented, please contact John at the County Planning Department at 922-4677.

We look forward to seeing you at the banquet on November 2nd!

County Association - County Planning Awards Banquet

Nomination Form

Frank Purvis
Stewardship Award Program

“None of us really owns the land we occupy during our brief span, we are stewards; entrusted with the care and management of the land. It is expected that we will turn it over to subsequent generations in as good, if not better condition as when it was under our responsibility.”

Frank Purvis

Name: _____

Title: _____

Unit of Government: _____

Nominated By: _____

Please write a brief description of the reasons for nominating this individual:

[illegible]

Supporting information may be attached if desired

***Please return to the County Planning Department by
Friday, October 6, 2017***

County Association - County Planning Awards Banquet
Nomination Form

Name of Nominating Organization: _____

Name of Contact Person: _____

Phone Number of Contact Person: _____

Please include name of award recipient and reason for nomination.

Certificate of Appreciation: _____

Distinguished Service: _____

Placemaking Award: _____

Outstanding Development Award: Each local unit will be able to use the awards banquet as a forum to recognize any developer for an outstanding project. It will be the responsibility of the nominating unit to make the presentation at the banquet, to provide a display highlighting the project, and to register the recipient for the banquet, including the registration fee. County Planning will provide the award certificate. It is hoped that those nominating a project would follow basic criteria used in the past such as project completed within the last year, shows outstanding planning, i.e., access control, open space preservation, landscaping, and has been nominated by motion by a local planning commission, council or board. We expect each presentation to be relatively short, no longer than 5 or 7 minutes.

Supporting information may be attached if desired

***Please return to the County Planning Department by
Friday, October 6, 2017***

County Association - County Planning Awards Banquet

Nomination Form

The Roger Williams Planner Award

“Established November 1, 2001 to honor individuals for excellence in the professional field of planning or volunteer service to the community through encouraging or facilitating cooperative efforts between local units, agencies, and the County by fostering the County Master Plan and guidebooks.”

Name: _____

Title: _____

Unit of Government: _____

Nominated by:_____

Please write a brief description of the reasons for nominating this individual:

[illegible]

Supporting information may be attached if desired

***Please return to the County Planning Department by
Friday, October 6, 2017***

MEMORANDUM

TO: Acme Township Planning Commission
FILE NO. 5385.00
FROM: Jeffrey L. Jocks, OLSON, BZDOK & HOWARD, P.C.
DATE: July 10, 2013
RE: Officer Election Process

The purpose of this memo is to set out the general process that this Planning Commission has used for elections of Planning Commission officers. The process is basically the same as found in Robert's Rules of Order.

1. The Chairperson states that elections for officers shall begin and that each officer shall be elected in turn.
2. The Chairperson opens nominations for the office of Chairperson.
3. Any member of the Planning Commission may nominate any other member for Chairperson.
4. Voting for Chairperson occurs in the order of nomination. The person nominated first is voted upon by roll call vote and if a majority votes in favor of that person being elected as Chairperson, then no more votes are taken. If there is not a majority in favor, then the person nominated second is voted upon, and so on until a nominee is elected by a majority. The nominee recuses him or herself from voting.
5. Steps 2 through 4 are repeated for Vice Chairperson and then for Secretary.



Planning & Zoning Staff Report

6042 Acme Road | Williamsburg, MI | 49690

Phone: (231) 938-1350 | Fax: (231) 938-1510 | www.acmetownship.org

Date:	08.02.17
From:	Shawn Winter, Planning & Zoning Administrator John Iacoangeli, Planning Consultant
To:	Karly Wentzloff, Chairperson ACME TOWNSHIP PLANNING COMMISSION 6042 Acme Road Williamsburg, MI 49690

Permit No.:	SUP 2017-03
Project:	Archangel Gabriel Greek Orthodox Church 7111 US-31 N Williamsburg, MI 49690
Request:	Special Use Permit with Site Plan Review to construct a 12,385 sq ft church building with assembly space and onsite parking
Applicant:	Mark Humitz, President of Cornwell Architects 401 East Front St, Traverse City, MI 49686
Owner:	TC Greek Orthodox Mission Church P.O. Box 6350, Traverse City, MI 49696

I. OVERVIEW

General Description and Recommendation

The Applicant is proposing to build a 12,385 sq ft church on a parcel of land that is zoned A-1: Agricultural District. The subject parcel is currently undeveloped and is located on the west side of US-31 N approximately 350 feet north of the Dock Rd/US-31 N intersection. The proposed project is consistent with the intent and purpose of the zoning district as well as the designated future land use category. There are some standards from the zoning ordinance that have not yet been met and are identified in this report. These standards, along with any additional conditions imposed by the Planning Commission should be addressed prior to the holding of a public hearing. The use requires approval of a special use permit by the Township Board upon recommendation of the Planning Commission.

Upon meeting the outstanding zoning and storm water control standards, and any additional conditions that may arise, staff respectfully recommends that the Planning Commission set a public hearing date for the next regularly scheduled Planning Commission meeting.



Planning & Zoning Staff Report

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Subject Property Location

Address

7111 US-31 N, Williamsburg, MI 49690

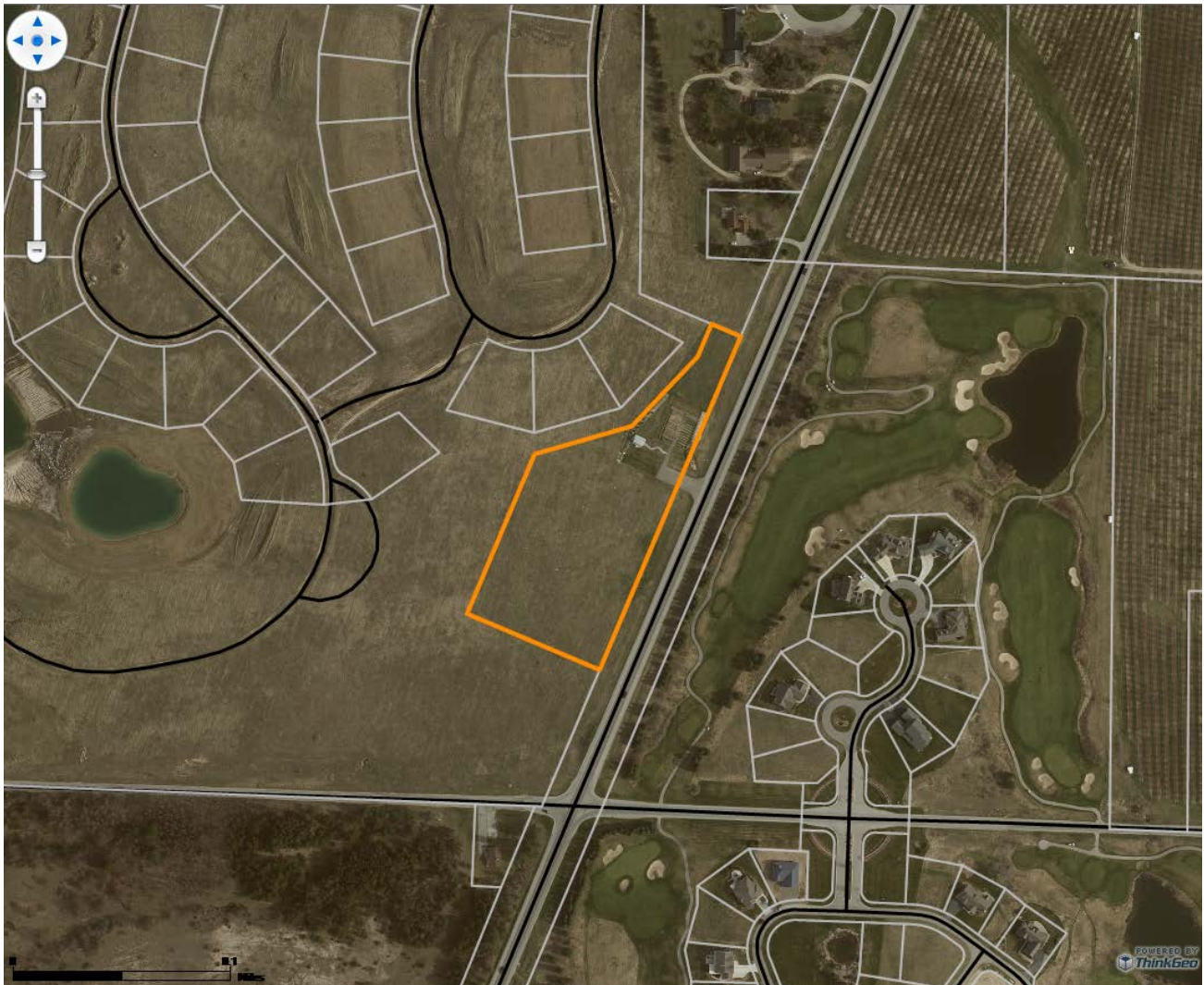
Parcel Number

28-01-226-010-02

Legal Description

PART OF SE 1/4 SW 1/4 SEC 26 T28N R10W COM AT SW CNR SEC 26 TH S 88 DEG 45'26" E 1484.15' TH N 21 DEG 56'03" E 360.45' TO POB TH N 68 DEG 03'57" W 350' TH N 21 DEG 56'03" E 421.19' TH N 72 DEG 58'17" E 246.02' TH N 42 DEG 26'07" E 233.01' TH N 21 DEG 56'03" E 85.75' TH S 68 DEG 03'57" E 77.10' TH S 21 DEG 56'03" W 880' TO POB SPLIT ON 03/26/2008 FROM 01-227-001-06;

Aerial Image





Planning & Zoning Staff Report

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Existing Conditions of Subject Property		
Zoning	Existing Uses	Existing Permits
A-1: Agricultural District	The property contains a community garden and small pavilion accessible through an existing curb cut, but is otherwise undeveloped.	None

Adjacent Zoning and Land Uses		
Location	Zoning	Land Use
North:	A-1	Museum – Music House Corporation
East:	A-1	Golf Course – Grand Traverse Resort & Spa
South:	A-1	Undeveloped Residential - LochenHeath (OSD 2004-06P)
West:	A-1	Undeveloped Residential - LochenHeath (OSD 2004-06P)

Relationship to Master Plan
Future Land Use Category – Rural Residential
The Acme Township Community Master Plan designates the subject property as Rural Residential on the Future Land Use Map. The main objectives are to “provide limited and low density development in the rural areas of the Township where sensitive ecosystems and special land features such as steep slopes, creeks, and streams are prevalent.” Conservation-development is strongly encouraged in this area to minimize the impact on existing agricultural uses, demonstrate strong stewardship of the land, and to preserve sensitive ecosystems and special natural features. The properties that fall into this future land use category tend to be former agricultural sites, or in a transitional state from agricultural to residential and complementary uses.
<i>(p. 70, Acme Township Community Master Plan, adopted August 11, 2014)</i>

II. SUBMITTED APPLICATION MATERIALS

The tables below present the items submitted with the application for the proposed project. These items have been reviewed in accordance with the processes set forth in the Zoning Ordinance

Drawings		
Sheet	Title	Date (revised)
C1.1	Existing Conditions	07/11/17
C2.1	Proposed Site Plan	07/11/17
C3.1	Proposed Drainage Plan	07/11/17
C3.2	Proposed Drainage Plan and Storm Water Calculation Summary	07/11/17
C3.3	Proposed Site Grading	07/11/17
C3.4	Proposed Grading Outlet Swale & Profile	07/11/17
C4.1	Construction Details	07/11/17
C4.2	Construction Details	07/11/17
A0.0	General Information / Code Plans	01/12/17
A1.0	Lower Level Plan	01/12/17



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Drawings		
Sheet	Title	Date (revised)
A1.1	Main Level Floor Plan	01/12/17
A1.2	Mezzanine / Roof Plan	01/12/17
A1.3	Roof Plan	01/12/17
A2.0	Enlarged Plans	01/12/17
A3.0	First Floor Reflected Ceiling Plan	01/12/17
A5.0	Exterior Elevations	01/12/17
A5.1	Exterior Elevations	01/12/17
A5.2	Building Sections	01/12/17
A5.3	Building Sections	01/12/17
A6.1	Wall Sections	01/12/17
A6.2	Wall Sections	01/12/17
A8.0	Finish Schedule & Door Schedule	01/12/17
SE1.1	Electrical Site Lighting Photometric Plan	07/19/17

Agency Reviews		
Agency	Status	Permit No. (Date)
Grand Traverse County Drain Commissioner	Preliminary approval pending final Planning Commission approval	07/24/17
Grand Traverse County Health Department	Permit pending design approval	07/24/17
Michigan Department of Transportation	Satisfactory review, permit granted	28013-0116650-13-050313 (permit date to be amended)
Grand Traverse Metro Fire Department	Satisfactory review	P-1177-5815-M6270 (07/19/17)
Grand Traverse County Soil Erosion & Sedimentation Control	Preliminary approval pending payment of surety deposit	07/27/17
Grand Traverse County Sheriff's Department	Satisfactory review	07/20/17
Gosling-Czubak Storm Water Plan Review		
Beckett & Raeder Landscape Plan Review	NOT COMPLETED – no landscape plan submitted to date	

Additional Documentation	
Submitted With Application Packet	
<ul style="list-style-type: none"> - Site Plan Review/Special Use Permit Application Form - Warranty Deed/Proof of Ownership - Escrow Policy Acknowledgement Form - Drain Easement Agreement - HydroCad Report 	



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- Project Narrative

With the exception of the Site Plan Review/Special Use Permit Application Form and Project Narrative, the items listed in this table have not been attached to this staff report, but are available for review upon request.

III. ZONING ORDINANCE COMPLIANCE

Listed below are the applicable sections of the Zoning Ordinance that pertain to the proposed project. Items that do not satisfy the standards required by the Zoning Ordinance have been indicated with **bold, red text**.

Allowed Uses	
§ 6.12	A-1: Agricultural District
§ 6.12.3	Uses Permitted by Special Use Permit:
	b. Institutional Uses: Subject also to the requirements of Section 9.5.
§ 9.5	Institutional Uses in the Residential and Agricultural Districts
§ 9.5.2	Requirements – the following land uses in the Residential or A-1 Zoning District must meet the following additional requirements:
	a. Religious Institutions: Churches or similar places of worship, including child care centers, convents, parsonages, parish houses, and other housing for clergy.

§ 6.13 Schedule Limiting Height, Bulk, Density and Area by Zoning District		
Regulation	Requirement	Site Plan
Minimum Lot Size	5 acres	5.03 acres
Minimum Lot Width	330 ft	880 ft
Minimum Lot Depth	n/a	350 ft
Front Yard Setback	50 ft	50 ft to parking lot; 117 ft to building
Side Yard Setback	25 ft	38 ft to parking lot; 203 ft to building
Rear Yard Setback	40 ft	40 ft to parking lot; 69 ft to building
Maximum Building Height	2 ½ Stories / 35 ft	Main Dome – 55' 2" Main Dome Cross – 61' 0" Bell Tower Dome – 41' 3" Bell Tower Cross – 44' 2" Sanctuary Peak – 31' 9" Social Hall – 17' 7" Administration – 12' 10"
§ 7.3.1 allows permitted exceptions to maximum building heights for structural appurtenances, which includes domes, church steeples, etc., provided that such structures do not exceed 20% of the gross roof area. The gross roof area for the proposed project is 10,500 sq ft, with the dome occupying 370 sq ft and the bell tower occupying 80 sq ft. Collectively, the two structural appurtenances account for 4.3% of the gross roof area, thus satisfying the standard. The Ordinance does not provide an upper limit of allowable height for such structures		



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§ 7.5 Off-Street Parking and Loading Regulations		
Standard	Requirement	Site Plan
Parking Spaces [§7.5.3(c)(1)]	Min – 26 spaces; Max – 136 spaces	97 spaces Includes 4 ADA spaces
Off-Street Parking Location [§7.5.4(a)]	Located in rear and/or side yard	Located in front and side yard. Will require a variance from the ZBA for proposed location.
Maneuvering Lane & Space Dimensions [§7.5.4(b)(1)]	Lane Width (min.) – 20' Space Width (min.) – 9' Space Length (min.) – 20'	Lane Width – 26' Space Width – 9' Space Length – 20'
Buffering, Landscaping & Screening – buffering strip [§7.5.4(c)(1)]	10' buffering strip on all visible sides	10' – 20' buffering strip surrounding entire property
Buffering, Landscaping & Screening - plantings [§7.5.4(c)(2)]	a. 10' buffer along ROW b. 16 evergreen/canopy trees along ROW frontage c. 36" high continuous hedge/berm/wall screen d. Screened refuse receptacle	a. 10' buffer along ROW b. None indicated c. None indicated d. None indicated
Buffering, Landscaping & Screening – tree islands, snow storage [§7.5.4(c)(3)]	a. 10 canopy trees in islands evenly distributed b. 10 additional canopy trees in islands at end of each row c. n/a d. Designated snow storage	a. None indicated b. None indicated c. n/a d. None indicated

§ 7.5.6 Landscaping		
Standard	Requirement	Site Plan
Application [§7.5.6(b)(1-6)]	Landscape plan requirements	No plan submitted
Standards & Criteria [§7.5.6(c)]	Planting standards	No plan submitted
Planting Materials [§7.5.6(d)]	Non-invasive, native species	No plan submitted
Landscape Buffers [§7.5.6(e)]	1. 20' wide 2. See §7.5.4(c) above 3. Continuous screen of massed evergreen/deciduous trees at 3.5' tall, 6' tall at 3 years 4. Opaque fence substitution	1. 20' wide (10' along ROW) 2. See §7.5.4(c) above 3. None indicated 4. n/a 5. None indicated



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§ 7.5.6 Landscaping		
Standard	Requirement	Site Plan
	5. 71 canopy/evergreen trees in buffer strip on side and rear property boundaries 6. Earthen berm substitution	6. PC discretion
ROW Landscaping [§7.5.6(f)]	1. 10' buffer along ROW 2. 37 evergreen/canopy trees (includes those required in §7.5.4(c)(2)(b)) and 183 shrubs along ROW buffer 3. 3' tall continuous landscape screen, opaque fence, berm, or combination along ROW	1. 10' buffer along ROW 2. None indicated 3. None indicated

§ 7.8.3 Outdoor Lighting Standards – (a) Business Zoning Districts and Land Uses
<p>The photometric plan consists of 5 parking lot lights located on 20' foot poles atop a 2.5' base. Four of the parking lot light poles are distributed evenly throughout the lot with the fifth one located near the entrance. They consist of downward facing LED bulbs recessed into the fixtures. The pedestrian lighting consists of 30 recessed LED lights mounted in the soffits and recessed entryways. There is one wall pack light included in the plan near the southwest corner of the building. The photometric plan indicates that no foot candles will be measurable at the property lines except at the entrance which is necessary for safety. The photometric plan meets the standards of the this section, except as noted below:</p> <ul style="list-style-type: none"> - Plan does not include any potential architectural lighting. This should be discussed to determine if there are plans to illuminate the dome or bay-facing facade at some point. - No indication as to the hours of operation automatic timing devices, or proposed hours when lighting will be activated. Parking lot lights are limited to hours of operation.

IV. SITE PLAN REVIEW

§ 8.2 Standards for Site Plan Review	
Standard	Finding
a. That the applicant may legally apply for site plan review.	Satisfied: The Applicant has been authorized the owner to apply for site plan review
b. That all required information has been provided.	Not Satisfied <ul style="list-style-type: none"> - Landscape Plan - Environmental Health Permit
c. That the proposed development conforms to all regulations of the zoning district in which it is located and all other applicable standards and requirements of this ordinance, including but not limited to all supplementary regulations.	Not Satisfied: The proposed use is allowed by special use permit in the A-1 Agricultural District. Zoning standards that have not been satisfied are indicated above in this report.



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§ 8.2 Standards for Site Plan Review	
Standard	Finding
d. That the plan meets the requirements of Acme Township for fire and police protection, water supply, sewage disposal or treatment, storm, drainage, and other public facilities and services.	Not Satisfied: Gosling Czubak – Comments to be addressed GT Metro Fire – Favorable GT Sheriff's Dept. – Favorable MDOT – Permitted GT Drain Commission – preliminary approval Soil Erosion – Permitted, pending deposit Health Department – No permit to date
e. That the plan meets the standards of other governmental agencies where applicable, and that the approval of these agencies has been obtained or is assured.	Not Satisfied: GT Metro Fire – Favorable GT Sheriff's Dept. – Favorable MDOT – Permitted GT Drain Commission – preliminary approval Soil Erosion – Permitted, pending deposit Health Department – No permit to date
f. That natural resources will be preserved to a maximum feasible extent, and that areas to be left undisturbed during construction shall be so indicated on the site plan and at the site per se.	Satisfied: Areas of disturbance will be limited to the extent necessary for construction.
g. That the proposed development property respects floodways and flood plains on or in the vicinity of the subject property.	<i>Not Applicable</i> – No floodplains present
h. That the soil conditions are suitable for excavation and site preparation, and that organic, wet, or other soils which are not suitable for development will either be undisturbed, or modified in an acceptable manner.	Not Satisfied: Soil type and conditions were indicated on site plan. Final determination will be based on completed storm water review once items presented by Gosling Czubak are addressed.
i. That the proposed development will not cause soil erosion or sedimentation problems.	Satisfied: SESC permit conditions shall be adhered to.
j. That the drainage plan for the proposed development is adequate to handle anticipated storm water runoff, and will not cause undue runoff onto neighboring property or overloading of water courses in the area.	Not Satisfied: Gosling Czubak presented a list of items to Gourdie-Fraser that need to be addressed before Gosling Czubak will submit their final report.
k. That grading or filling will not destroy the character of the property or the surrounding area, and will not adversely affect the adjacent or neighboring properties.	Satisfied: The property is relatively flat atop a hill and will only be graded as necessary to accommodate the items indicated in the site plan.
l. That structures, landscaping, landfills or other land uses will not disrupt air drainage systems necessary for agricultural uses.	Satisfied: Located adjacent to an approved open space preservation residential development with no established air sheds on site.



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§ 8.2 Standards for Site Plan Review	
Standard	Finding
m. That phases of development are in a logical sequence, so that any one phase will not depend upon a subsequent phase for adequate access, public utility services, drainage, or erosion control.	<i>Not Applicable</i> – No phasing required
n. That the plan provides for the proper expansion of existing facilities such as public streets, drainage systems, and water and sewage facilities.	Satisfied: Existing roadway established, new well and septic to be installed, curb cut has already been installed, new storm water drainage system will tie into the Dock Rd drainage district, per GT County Drain Commissioner and easement agreement with adjacent property owner.
o. That landscaping, fences or walls may be required when appropriate to meet the objectives of this Ordinance.	Not Satisfied: Buffer strips established on site plan, but no details related to landscape screening materials, berms, opaque fencing, or combination thereof.
p. That parking layout will not adversely affect the flow of traffic within the site, or to and from the adjacent streets.	Satisfied: No impact
q. That vehicular and pedestrian traffic within the site, and in relation to streets and sidewalks serving the site, shall be safe and convenient.	Satisfied: Parking provided in front yard and north side yard. Parking lots are accessible through sidewalks that provide circulation around the site.
r. That outdoor storage of garbage and refuse is contained, screened from view, and located so as not be a nuisance to the subject property or neighboring properties.	Not Satisfied: No outdoor dumpster or waste receptacle indicated on site plan
s. That the proposed site is in accord with the spirit and purpose of this Ordinance, and not inconsistent with, or contrary to, the objectives sought to be accomplished by this Ordinance and the principles of sound planning.	Conditionally Satisfied: The use is in accord with the zoning district through a special use permit, however, as indicated above many standards from the zoning ordinance need to be addressed before approval.



Planning & Zoning Staff Report

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V. STANDARDS FOR SPECIAL USE PERMIT

§ 9.1.3 Basis For Determination	
Standard	Finding
1. Be designed, constructed, operated and maintained so as to insure that public services and facilities affected by a proposed land use or activity will be capable of accommodating increased service and facility loads caused by the land use or activity to protect the natural environment and conserve natural resources and energy to insure compatibility with adjacent uses of land, and to promote the use of land in a socially and economically desirable manner.	The proposed project will be developing a largely undeveloped site. The change from a formerly agricultural use to an institutional use will likely generate more traffic, especially on Sundays and dates of other religious observations. This increase is expected to be minimal, and temporal in nature. The low intensity of this use is compatible with the approved residential development adjacent to it, as well as the golf course across the street and the museum to the north. This intensity and complimentary nature to the residential uses is consistent with the community master plan.
2. Be designed to protect natural resources, the health, safety, and welfare and the social and economic wellbeing of those who will use the land use or activity under consideration, residents and landowners immediately adjacent to the proposed land use or activity, and the community as a whole.	The proposed use utilizes a vacant former agriculture site surrounded by an approved residential development, and is not found to have a negative effect on the health, safety and welfare of those utilizing the property, surrounding land owners, or the community at large.
3. Be related to the valid exercise of the police power, and purposes which are affected by the proposed use or activity.	The proposed use conforms to A-1 district's uses allowed by special use permit and is therefore a valid exercise of police power.
4. Be necessary to meet the intent and purpose of the zoning ordinance, be related to the standards established in the ordinance for the land use or activity under consideration, and be necessary to insure compliance with those standards.	The proposed use, subject to the revisions noted in the site plan review, will meet the intent and purpose of the Zoning Ordinance.
5. Meet the standards of other governmental agencies where applicable, and that the approval of these agencies has been obtained or is assured. The applicant shall have the plan reviewed and approved by the Grand Traverse Metro Fire Department prior to the review by the Planning Commission.	The plans have been submitted for interagency review. MDOT will be amending the date from the 2013 permit. GTC Soil Erosion & Sedimentation Control has approved the plans and will issue the permit once they receive a surety. Both GT Metro Fire and Sheriff provided favorable reviews. The GTC Drain Commissioner has provided a preliminary approval pending Township approval. Plans have been submitted to GTC Environmental Health Dept. and are currently under review.



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VI. REPORT SUMMARY

The proposed project is allowed through approval of a special use permit in the A-1 Agricultural District. The use, scale, and intensity is consistent with the intent and purpose of the district, and meets the standards required for approval of a special use permit. The next step for the Planning Commission will be to hold a public hearing, the date of which could be set for the next regularly scheduled Planning Commission on September 11, 2017.

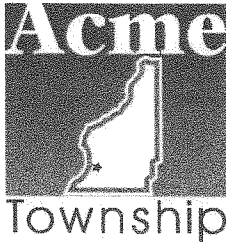
The Zoning Ordinance standards and Storm Water Control Ordinance standards noted in this staff report and attached documents that have not been met will need to be addressed before final approval, but do not need to hold up the setting of the public hearing component at this time. The Applicant will need to address the outstanding standards that have not been met, along with any additional conditions presented by the Planning Commission, prior to the public hearing date. This includes seeking a variance from the Zoning Board of Appeals on the parking lot location, and the landscaping buffer/screen requirements which the Applicant has indicated may be a possibility. The Applicant will submit new plans or sheets with drawings that reflect the necessary changes and staff will amend this report. If the Applicant does not have all the necessary revisions and reviews submitted prior to the public hearing, the Planning Commission may decide to leave the public hearing open until the next meeting before making a recommendation to the Township Board.

Suggested Motion for Consideration

Motion to set a public hearing for September 11, 2017 to review Special Use Permit application SUP 2017-03 to consider recommending approval of a 12,385 square foot church building submitted by the Applicant Mark Humitz on behalf of the TC Greek Orthodox Mission Church to be located at 7111 US-31 N, Williamsburg, MI 49690. Prior to the public hearing date, the Applicant shall resubmit amended plans and/or submit the necessary documents to include:

1. A variance by the Zoning Board of Appeals to allow the parking to be located in the front and side yard, as opposed to the rear and side yard, and for the landscaping requirements.
2. A well and septic permit issued by the Grand Traverse County Environmental Health Department.
3. An updated parking plan that reflects the tree island, buffering, landscaping, screening, refuse receptable, and snow storage requirements of §7.5.4
4. A landscape plan meeting the requirements of §7.5.6, or the standards approved through a variance by the Zoning Board of Appeals.
5. An updated storm water control plan the meets the requirements of the Storm Water Control Ordinance, as reviewed by Gosling Czubak.
6. An updated photometric plan that includes intended architectural lighting, intened hours of exterior lighting, and method of which the exterior lighting will be controlled, and/or minimized when not in use.
7. A sign plan that conforms with §7.4 (recommended)

Application Number: _____



Special Use Permit/Site Plan Review Application

Township of Acme, Grand Traverse County, Michigan

6042 Acme Road, Williamsburg, MI 49690

Phone: (231) 938-1350 Fax: (231) 938-1510 Web: www.acmetownship.org

Planning & Zoning Administrator: Shawn Winter Email: swinter@acmetownship.org

Owner Information (please type or print clearly):

Name: ARCHANGEL GREEK ORTHODOX CHURCH Phone: (313) 598-4700
-NATE KROMMENDYK Phone: CELL: (313) 258

Mailing Address: P.O. BOX 6350

City: TRAVERSE CITY State: MI Zip: 49696

Email Address: natekrommendyk@gmail.com

Applicant Information (please type or print clearly):

Name: CORNWELL ARCHITECTS Phone: 946-7711

Mailing Address: 401 EAST FRONT ST.

City: TRAVERSE CITY State: MI Zip: 49686

Email Address: mark@cornwell-architects.com

A. Property Information:

1. Address: 7111 U.S. 31 NORTH
WILLIAMSBURG, MI 49690
2. Parcel Number/Property Description: TAX NO. 28-01-226-010-02
(5) ACRES NORTH OF DOCK ROAD - SECTION 26, TOWNSHIP T28N, RANGE R10W
3. Current Zoning of Property: A-1 AGRICULTURAL
4. If this project is one phase of a larger development and/or property subject to an existing/previous Site Plan Review, Special Use Permit, or Variance, what is/are the applicable permit number(s)? NOT APPLICABLE
5. Provide proof of current property ownership. If applicant is not the current property owner, also provide written permission to act as agent of, and complete contact information for the current property owner.

Application Number: _____

6. Proposed Use/Change to Property

RELIGIOUS INSTITUTIONAL FOR WORSHIP & FELLOWSHIP WITH
BANQUET FACILITIES & A SMALL COMMERCIAL KITCHEN.
TOTAL OCCUPANT LOAD OF APPROXIMATELY 670

7. Estimated Start and Completion Dates: ESTIMATED START DATE = OCTOBER 2017
WITH COMPLETION OCTOBER 2018.

B. Application Packet Requirements: REFER TO ACME TOWNSHIP ZONING ORDINANCE AND COMPLETE ATTACHED CHECKLIST

C. Fees: Include initial fee as required by the Acme Township Ordinance #2004-01

D. Fee Escrow Policy Acknowledgement: Provide completed and signed form with initial escrow fee deposit.

E. Affidavit: The undersigned affirms that he/she is the Agent (owner, agent, lessee, or other interested party) involved in this petition and that the foregoing answers, statements and information are in all respects true and, to the best of his/her knowledge, correct. By making this application, the undersigned grants all officials, staff and consultants of Acme Township access to the subject property as required and appropriate to assess site conditions in support of a determination as to the suitability of the proposed project and/or current or future Special Use Permit and Zoning Ordinance compliance.

Signed:  Date: 7-25-17

FOR TOWNSHIP USE ONLY

Application Number: _____

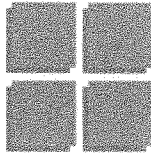
Date Received: _____

Public Hearing/Meeting: _____

Date of Advertising: _____

T&A Account: _____

NOTES:



C O R N W E L L A R C H I T E C T S

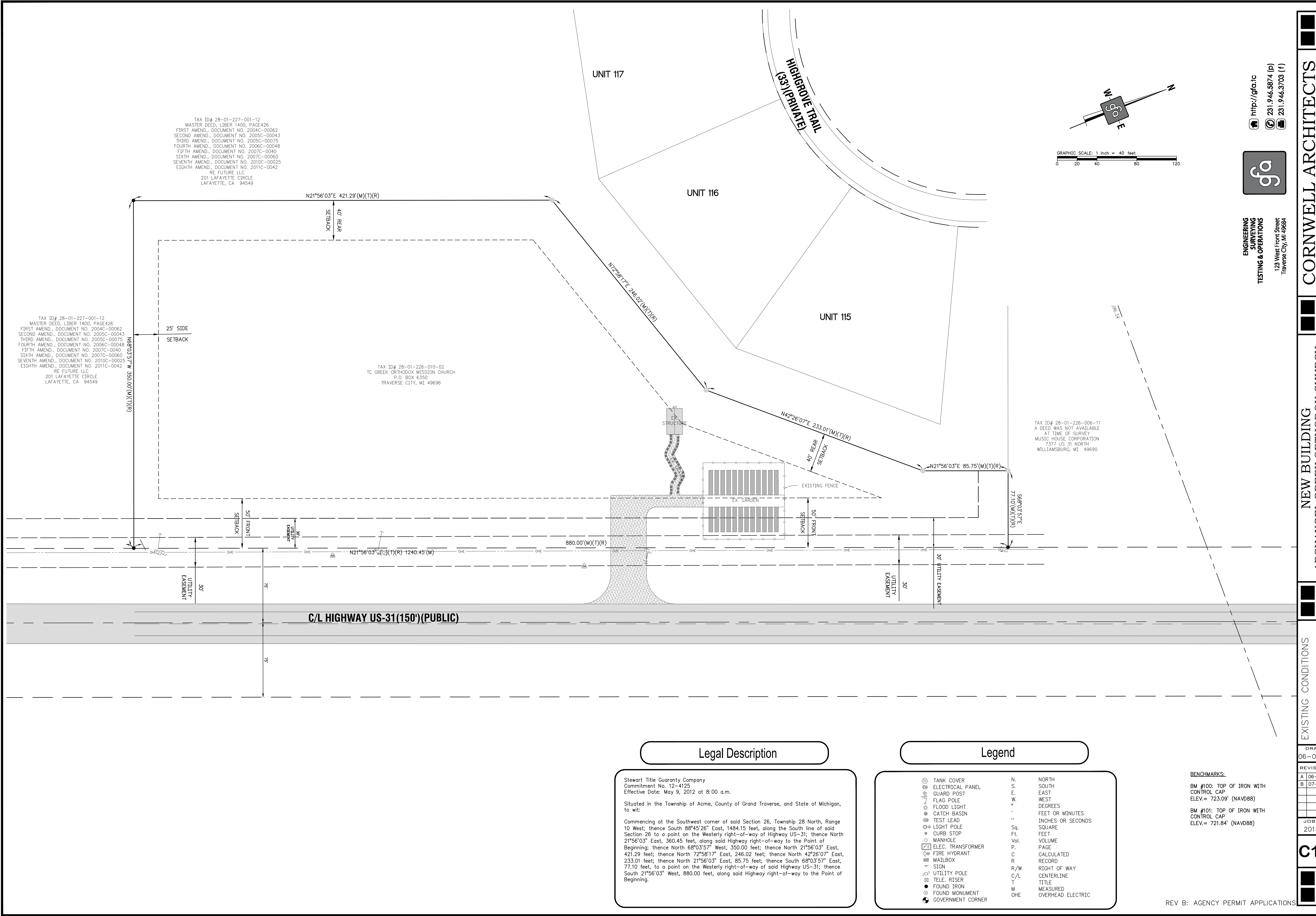
Archangel Greek Orthodox Church
Project Narrative

July 24, 2017

Archangel Greek Orthodox Church at 7111 US 31 North is a single-phase development of new +/- 250 person sanctuary worship space with adjacent administration and banquet facility. There will be a partial basement for building equipment and mechanical systems.

The church is open seven days a week with primary use on the weekends. The banquet facility and the worship space will not be used at the same time, minimizing the impact on surrounding properties.

The building architecture is intended to reflect the Greek Orthodox faith with a metal clad domed roof over the worship space and a low simply structure for the administration area to not compete, visually with the sanctuary.



TAX ID# 28-01-227-001-12
MASTER DEED, LIBER 1400, PAGE 426
FIRST AMEND., DOCUMENT NO. 2004C-00062
SECOND AMEND., DOCUMENT NO. 2005C-00043
THIRD AMEND., DOCUMENT NO. 2005C-00075
FOURTH AMEND., DOCUMENT NO. 2006C-00048
FIFTH AMEND., DOCUMENT NO. 2007C-00040
SIXTH AMEND., DOCUMENT NO. 2007C-00060
SEVENTH AMEND., DOCUMENT NO. 2010C-00025
EIGHTH AMEND., DOCUMENT NO. 2011C-0042
RE FUTURE LLC
201 LAFAYETTE CIRCLE
LAFAYETTE, CA 94549

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SEVENTH AMEND., DOCUMENT NO. 2010C-00025
EIGHTH AMEND., DOCUMENT NO. 2011C-0042
RE FUTURE LLC
201 LAFAYETTE CIRCLE
LAFAYETTE, CA 94549

TAX ID# 28-01-226-010-02
TC GREEK ORTHODOX MISSION CHURCH
P.O. BOX 6350
TRAVERSE CITY, MI 49696

TAX ID# 28-01-226-006-11
A DEED WAS NOT AVAILABLE
AT TIME OF SURVEY
MUSIC HOUSE CORPORATION
7377 US 31 NORTH
WILLIAMSBURG, MI 49690

Legal Description

Stewart Title Guaranty Company
Commitment No. 12-4125
Effective Date: May 9, 2012 at 8:00 a.m.

Situated in the Township of Acme, County of Grand Traverse, and State of Michigan, to wit:

Commencing at the Southwest corner of said Section 26, Township 28 North, Range 10 West; thence South 88°45'26" East, 1484.15 feet, along the South line of said Section 26 to a point on the Westerly right-of-way of Highway US-31; thence North 21°56'03" East, 360.45 feet, along said Highway right-of-way to the Point of Beginning; thence North 68°03'57" West, 350.00 feet; thence North 21°56'03" East, 421.29 feet; thence North 72°58'17" East, 246.02 feet; thence North 42°26'07" East, 233.01 feet; thence North 21°56'03" East, 85.75 feet; thence South 68°03'57" East, 77.10 feet, to a point on the Westerly right-of-way of said Highway US-31; thence South 21°56'03" West, 880.00 feet, along said Highway right-of-way to the Point of Beginning.

Legend

- | | | | |
|---|-------------------|------|-------------------|
| ⊕ | TANK COVER | N. | NORTH |
| ⊞ | ELECTRICAL PANEL | S. | SOUTH |
| ⊞ | GUARD POST | E. | EAST |
| ⊞ | FLAG POLE | W. | WEST |
| ⊞ | FLOOD LIGHT | ° | DEGREES |
| ⊞ | CATCH BASIN | ' | FEET OR MINUTES |
| ⊞ | TEST LEAD | " | INCHES OR SECONDS |
| ⊞ | LIGHT POLE | Sq. | SQUARE |
| ⊞ | CURB STOP | Ft. | FEET |
| ⊞ | MANHOLE | Vol. | VOLUME |
| ⊞ | ELEC. TRANSFORMER | P. | PAGE |
| ⊞ | FIRE HYDRANT | C | CALCULATED |
| ⊞ | MAILBOX | R | RECORD |
| ⊞ | SIGN | R/W | RIGHT OF WAY |
| ⊞ | UTILITY POLE | C/L | CENTERLINE |
| ⊞ | TELE. RISER | T | TITLE |
| ⊞ | FOUND IRON | M | MEASURED |
| ⊞ | FOUND MONUMENT | OHE | OVERHEAD ELECTRIC |
| ⊞ | GOVERNMENT CORNER | | |

BENCHMARKS:

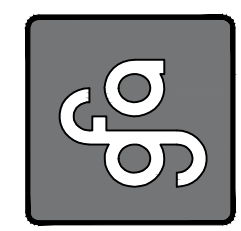
BM #100: TOP OF IRON WITH CONTROL CAP
ELEV.= 723.09' (NAVD88)

BM #101: TOP OF IRON WITH CONTROL CAP
ELEV.= 721.84' (NAVD88)

EXISTING CONDITIONS

DRAWN	06-07-17
REVISIONS	
A	06-14-17
B	07-11-17
JOB NO.	201525
C1.1	

REV B: AGENCY PERMIT APPLICATIONS



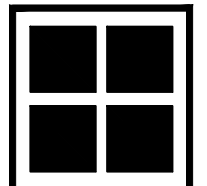
ENGINEERING
SURVEYING
TESTING & OPERATIONS

http://gfa.tc

231.946.5874 (p)

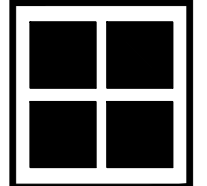
231.946.3703 (f)

123 West Front Street
Traverse City, MI 49684



CORNWELL ARCHITECTS

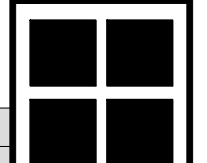
401 East Front Street, Traverse City, MI 49686
tel: 231-946-7711 fax: 231-946-7712



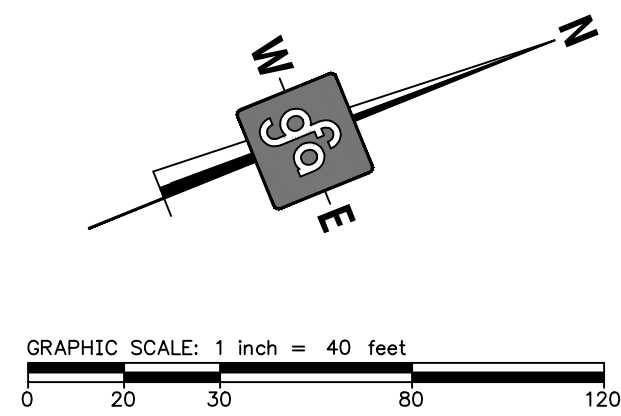
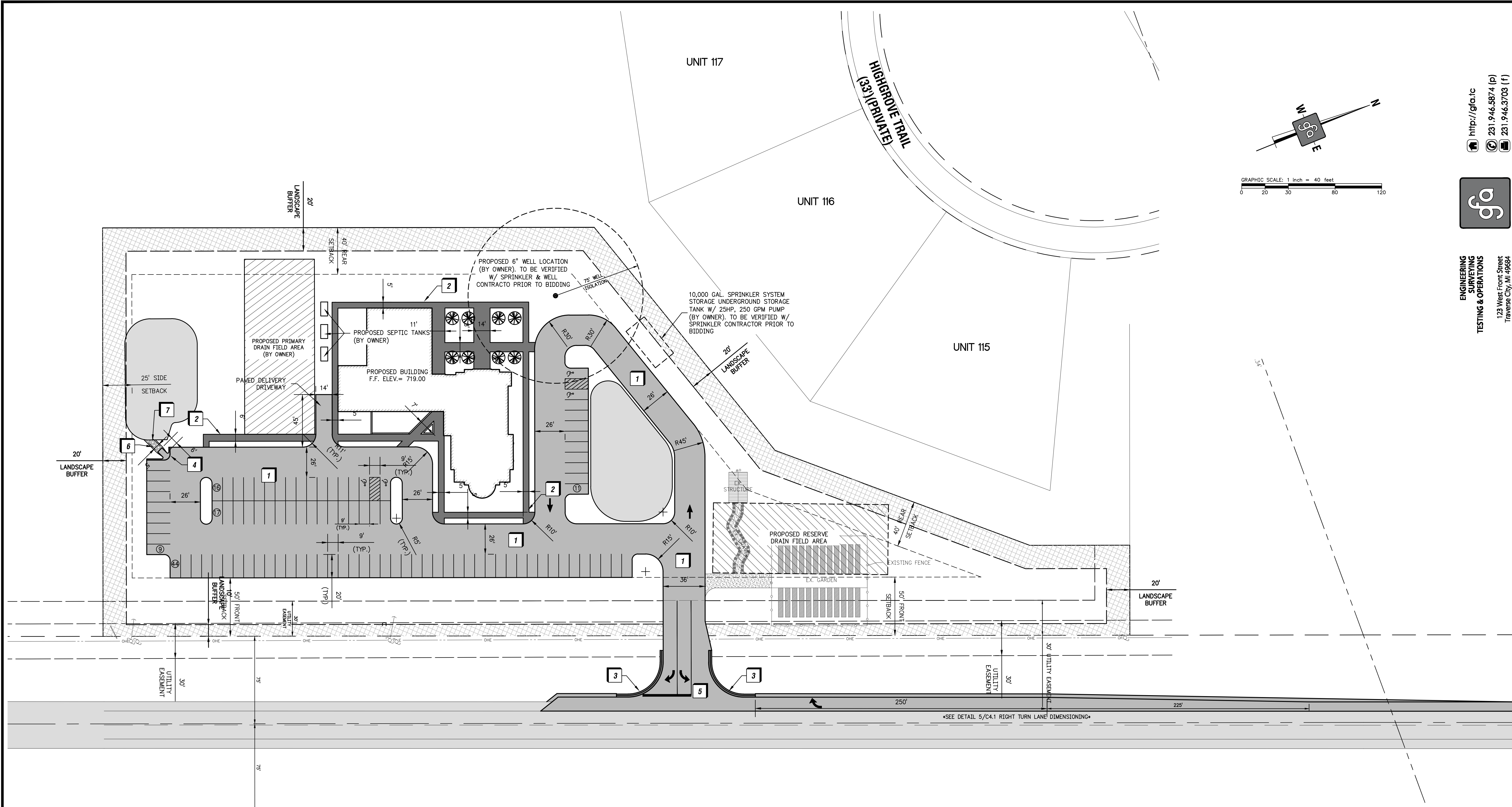
NEW BUILDING

ARCHANGEL GREEK ORTHODOX CHURCH

7111 U.S. 31 North, Acme, MI 49610



EXISTING CONDITIONS



Site Data

PROPERTY OWNER:
TC GREEK ORTHODOX MISSION CHURCH
P.O. BOX 6350
TRAVERSE CITY, MI 49696

PARCEL INFORMATION:
PARCEL ZONING: A-1 AGRICULTURAL
PROPERTY TAX NO: 28-01-226-010-02
SEC., TOWN, RANGE: 26, T28N, R10W
PARCEL SIZE: 219,146 SF (5.03 AC)

PARCEL ADDRESS:
7111 U.S. 31 N
WILLIAMSBURG, MI 49690

MINIMUM PARCEL AREA: 5 ACRES
MINIMUM LOT WIDTH: 330'
STRUCTURE BUILDING HEIGHT: 35'

YARD SETBACKS:
• FRONT: 50'
• SIDE: 25'
• REAR: 40'

Parking Requirements

PARKING SPACES REQUIRED:

- ONE (1) SPACE PER 8 SEATS OR 250" OF BENCH/PEW (MIN.)= 204 SEATS/8= 26 SPACES
- ONE (1) SPACE PER 1.5 SEATS OR 50" OF BENCH/PEW (MAX.)= 204 SEATS/1.5= 136 SPACES
- 26-136 SPACES REQUIRED

PARKING SPACES PROVIDED:

- 93 SPACES
- 4 ADA SPACES
- 97 TOTAL SPACES PROVIDED

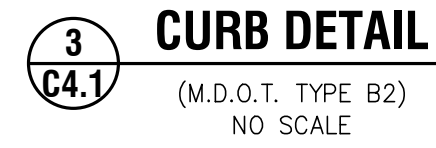
Construction Notes

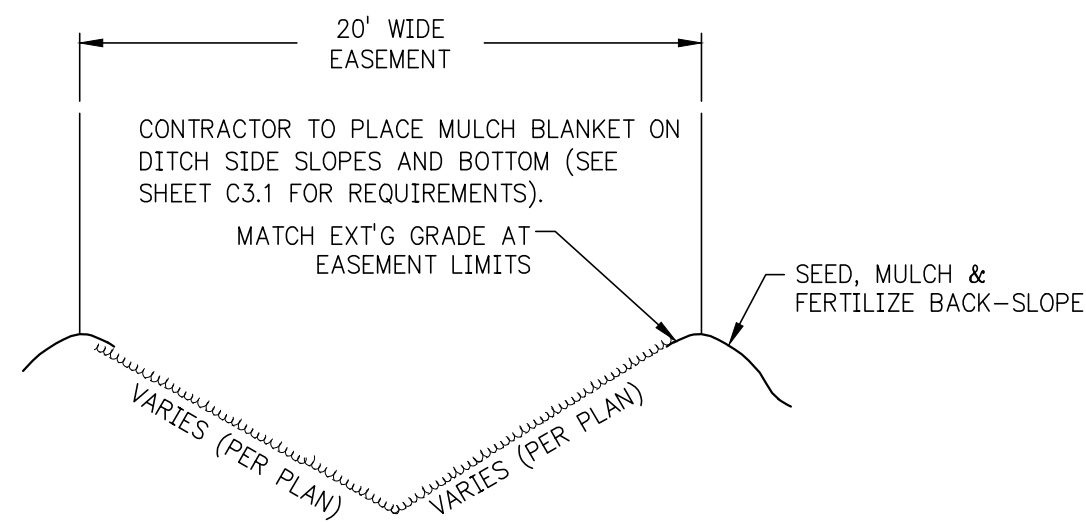
- | | | |
|---|---|----|
| 1 | PAVING DETAIL
(SEE DETAIL 1 ON SHEET C4.1) | 8 |
| 2 | CONCRETE SIDEWALK
(SEE DETAIL 2 ON SHEET C4.1) | 9 |
| 3 | CONCRETE CURB & GUTTER
(SEE DETAIL 3 ON SHEET C4.1) | 10 |
| 4 | BITUMINOUS RAISED EDGE CURB
(SEE DETAIL 4 ON SHEET C4.1) | 11 |
| 5 | COMMERCIAL DRIVEWAY DETAIL
(SEE DETAIL 5 ON SHEET C4.1) | 12 |
| 6 | ASPHALT SPILLWAY
(SEE DETAIL 6 ON SHEET C4.1) | 13 |
| 7 | RIP-RAP APRON
(SEE DETAIL 7 ON SHEET C4.2) | |

http://gfa.tc
231.946.5874 (p)
231.946.3703 (f)

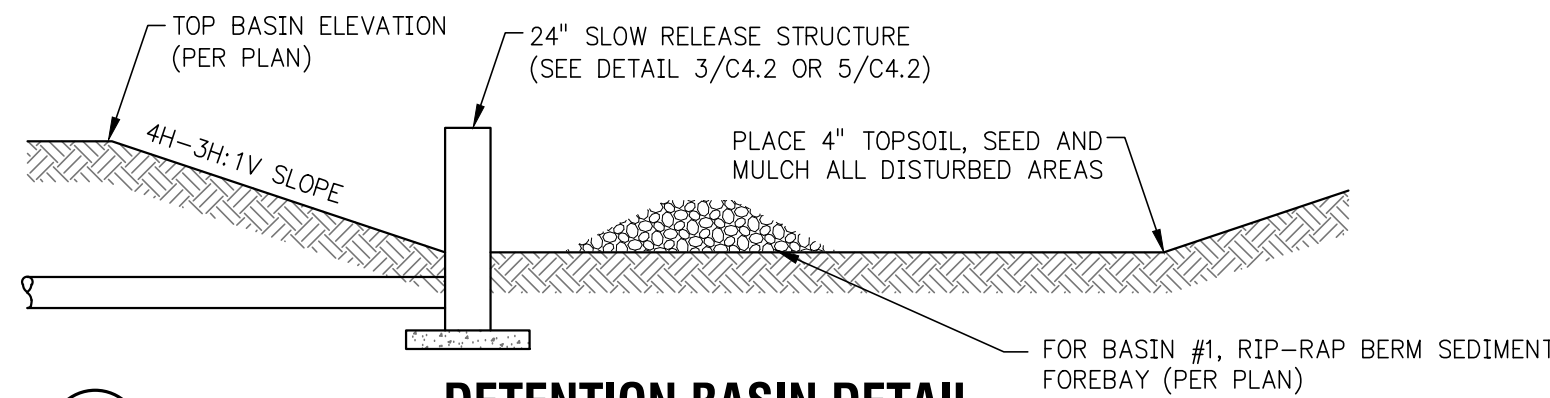
ENGINEERING
SURVEYING
TESTING & OPERATIONS

123 West Front Street
Traverse City, MI 49684

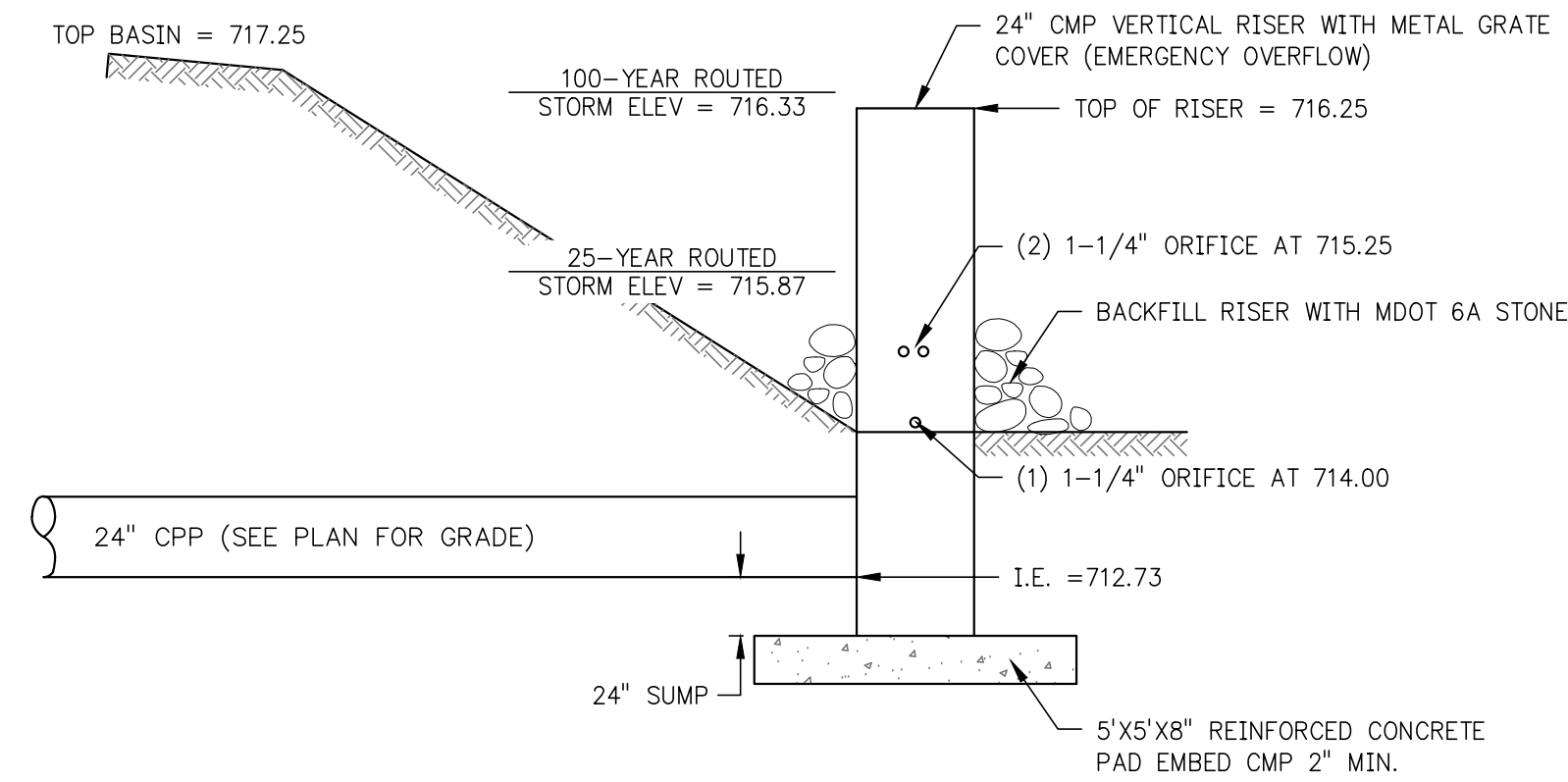




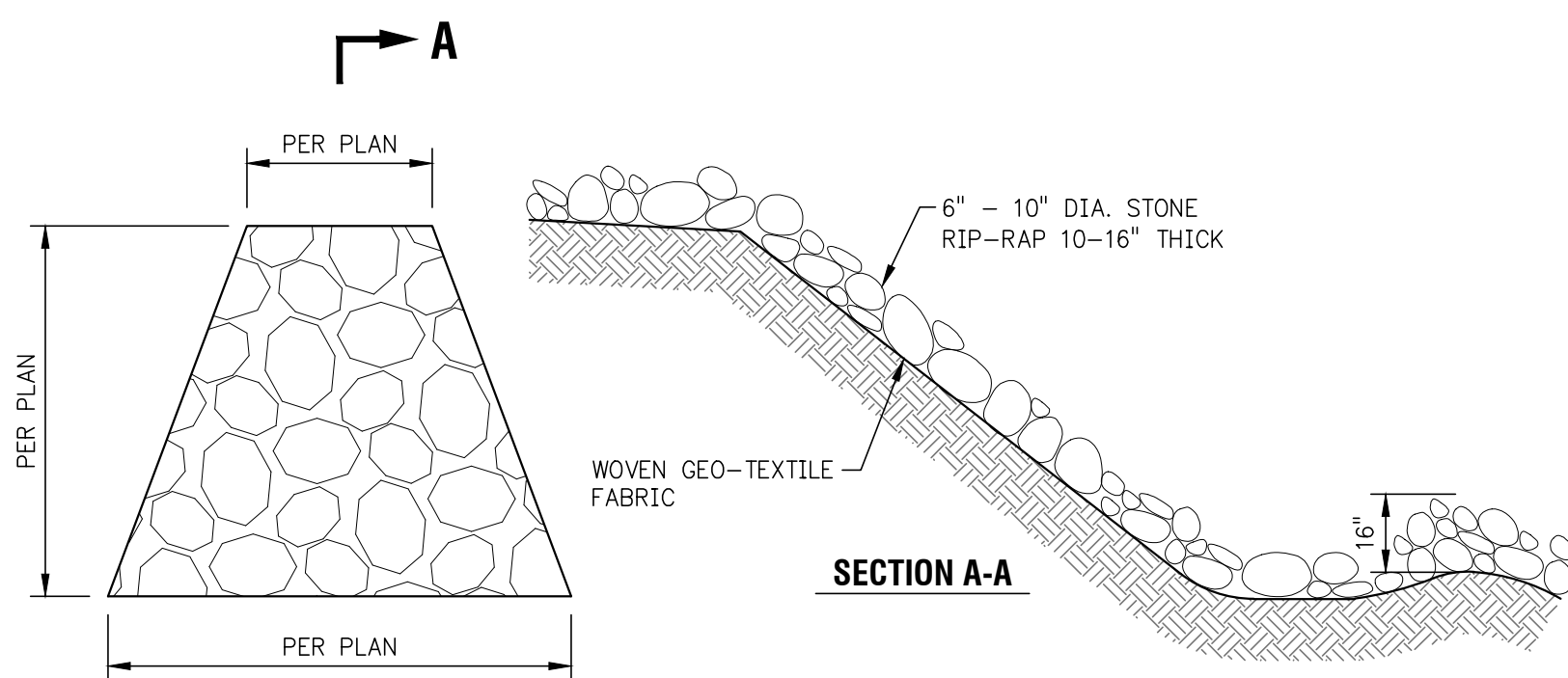
1
C4.2 DRAINAGE SWALE DETAIL
NO SCALE



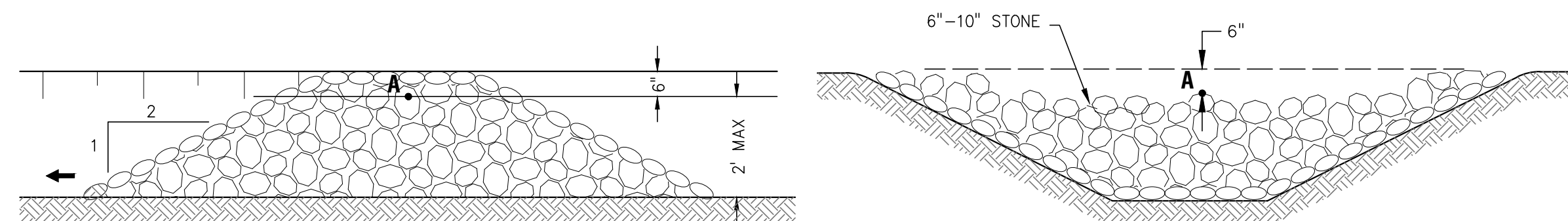
2
C4.2 DETENTION BASIN DETAIL
NO SCALE



3
C4.2 BASIN #1 SLOW RELEASE RISER DETAIL
NO SCALE

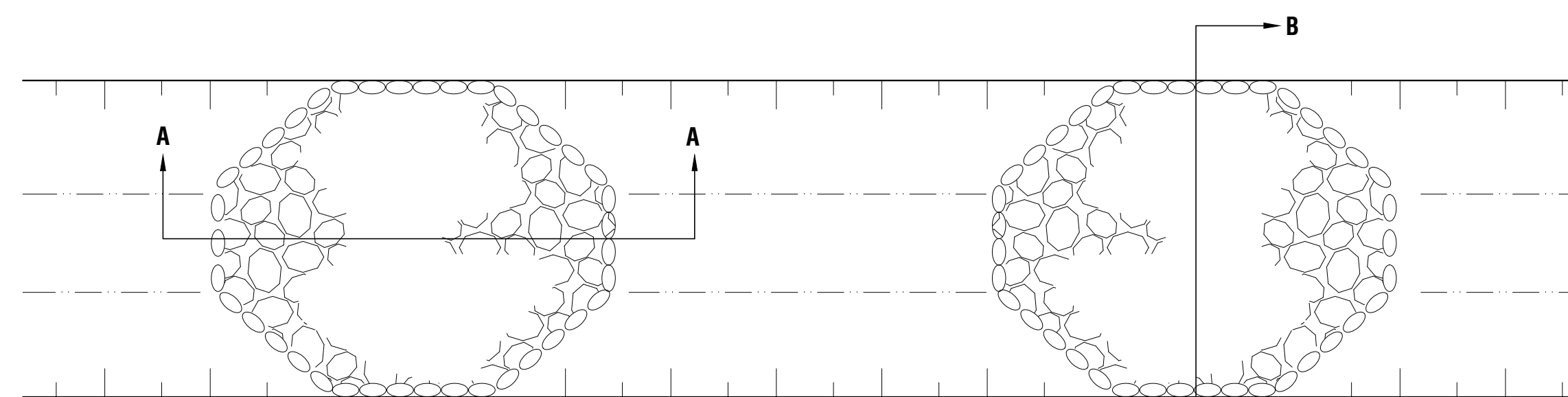


4
C4.2 STONE RIP-RAP APRON
NO SCALE

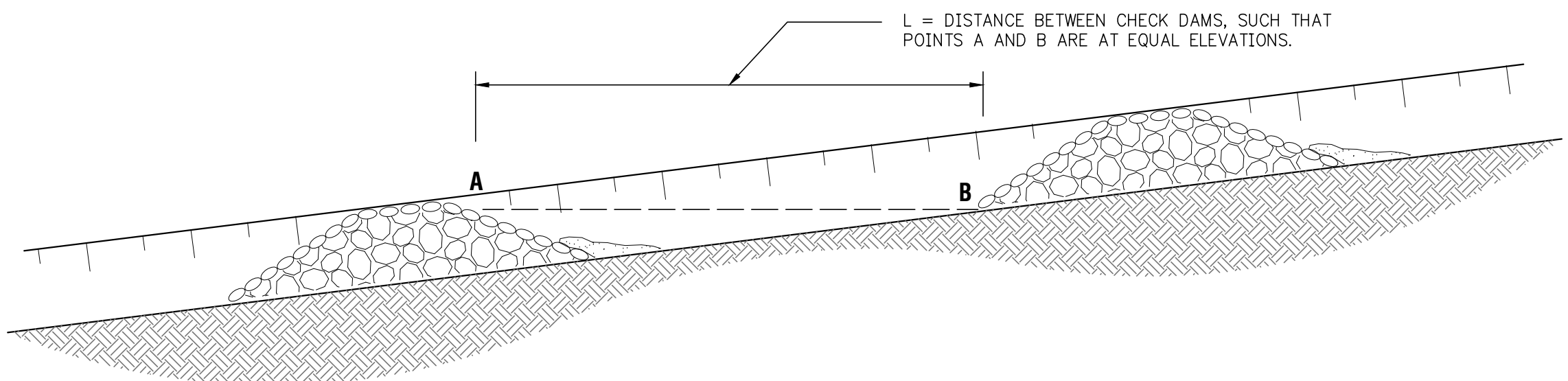


SECTION A-A

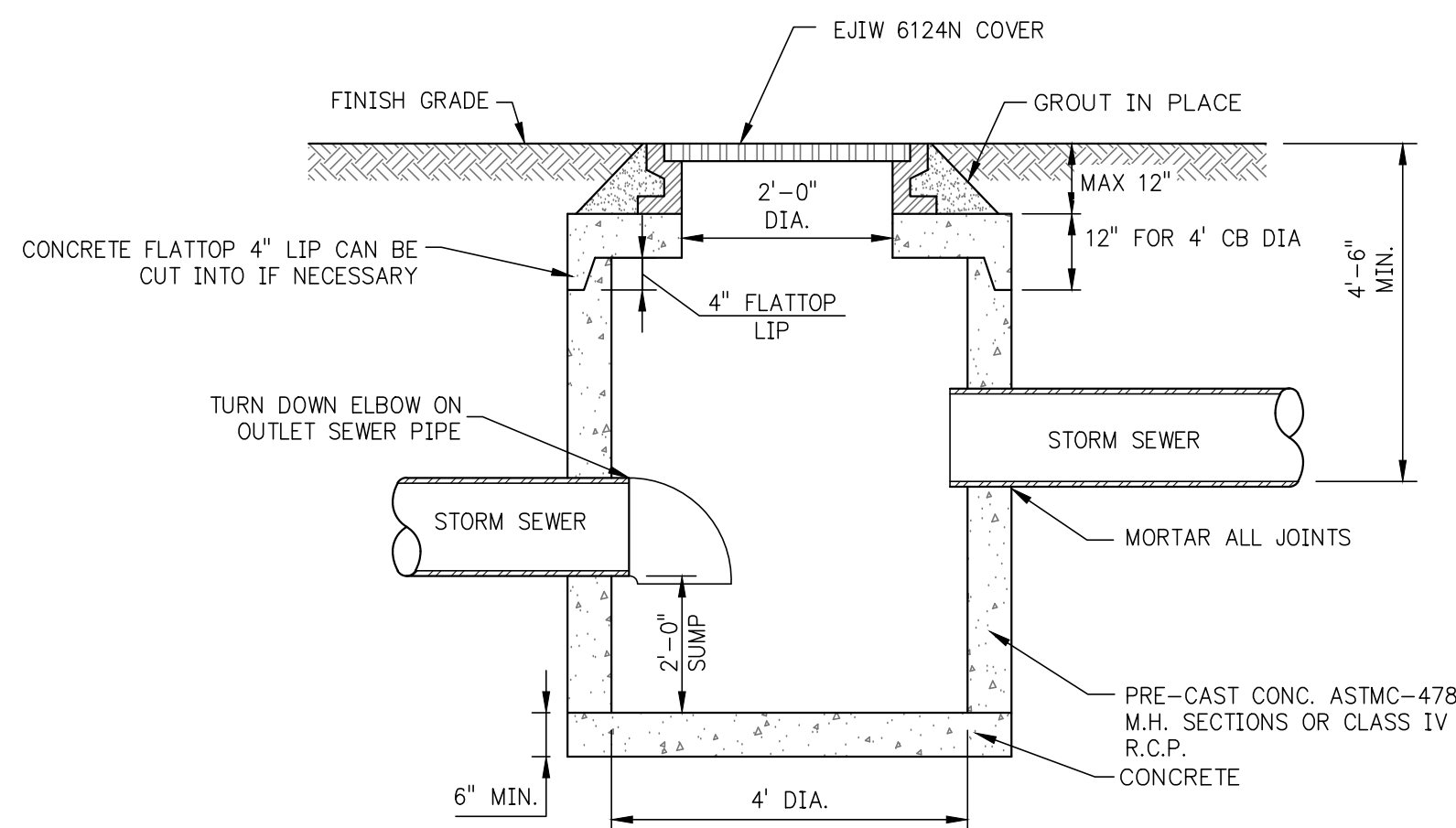
SECTION B-B



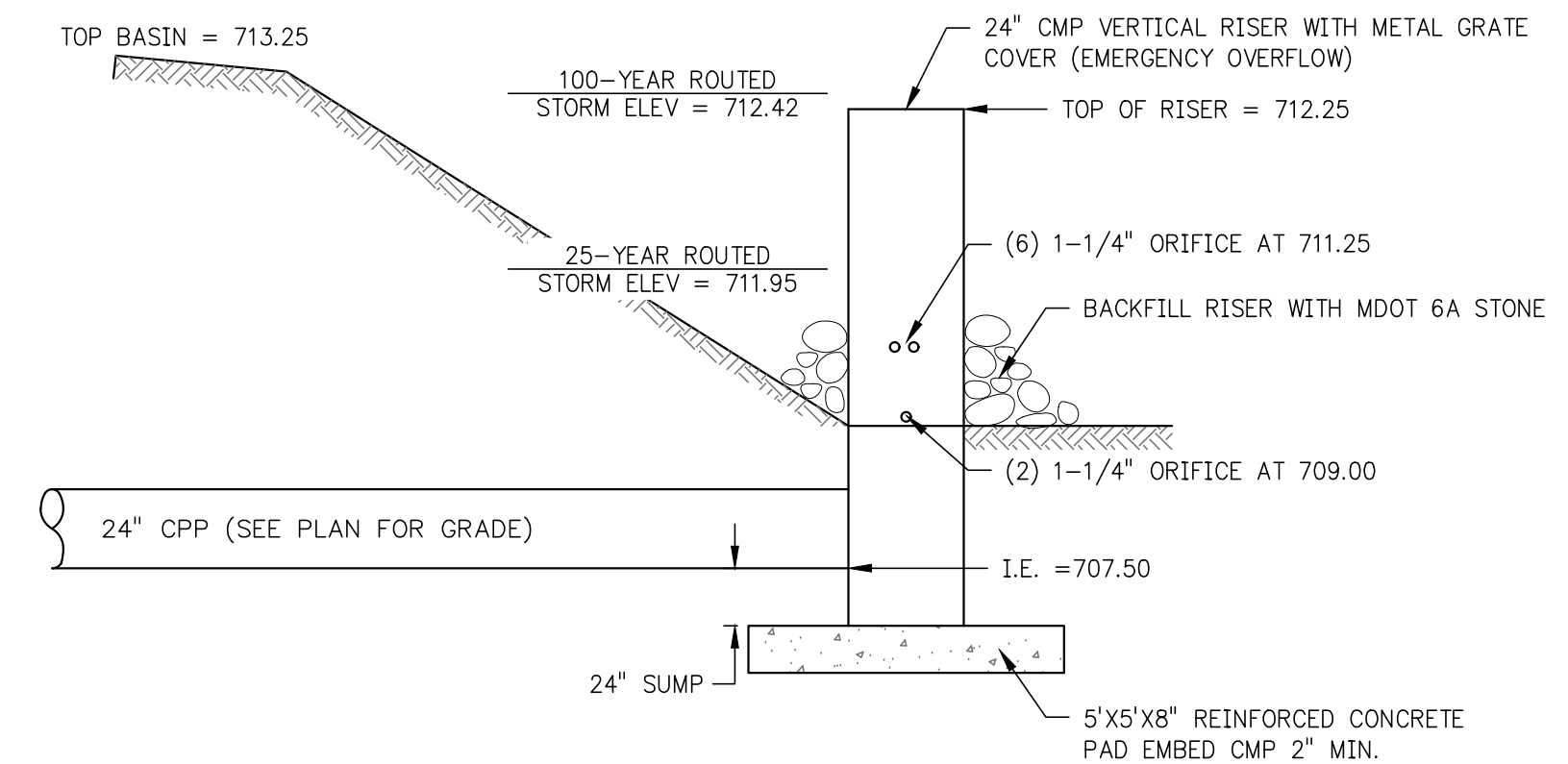
PLAN VIEW



7
C4.2 CHECK DAM CROSS SECTION
NO SCALE

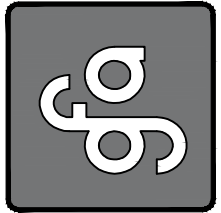


6
C4.2 4' DIA. CATCH BASIN DETAIL
NO SCALE



5
C4.2 BASIN #2 SLOW RELEASE RISER DETAIL
NO SCALE

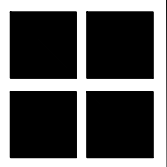
http://gfa.ic



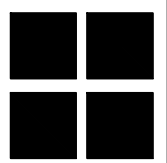
ENGINEERING
SURVEYING
TESTING & OPERATIONS

123 West Front Street
Traverse City, MI 49684

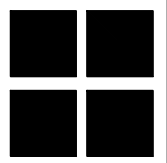
231.946.5874 (p)
231.946.3703 (f)



CORNWELL ARCHITECTS
401 East Front Street, Traverse City, MI 49686
tel. 231-946-7711 fax 231-946-7712



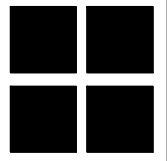
NEW BUILDING
ARCHANGEL GREEK ORTHODOX CHURCH
7111 U.S. 31 North, Arcene, MI 49610

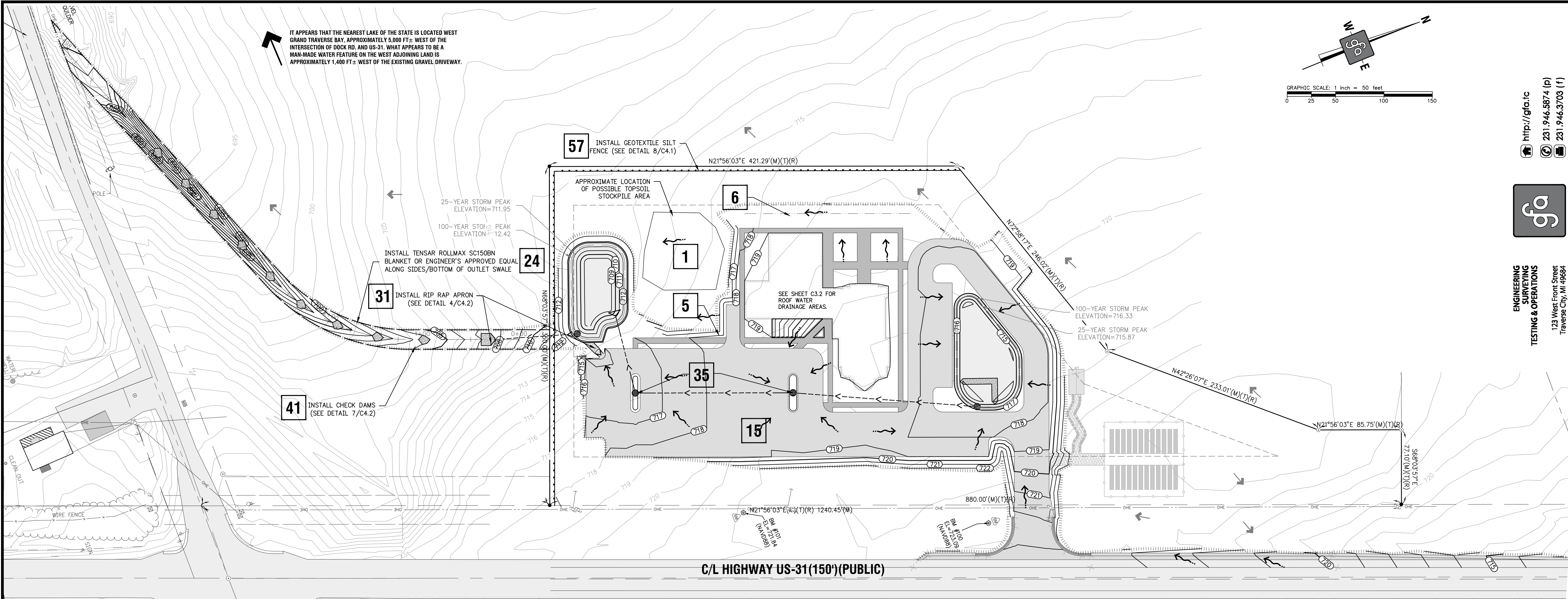


CONSTRUCTION DETAILS

DRAWN	06-07-17
REVISIONS	
A	06-14-17
B	07-11-17
JOB NO.	201525

C4.2





Michigan Unified Keying System

1	STRIPPING & STOCKING TOPSOIL	TOPSOIL MAY BE STOCKPILED ABOVE BORROW AREA TO ACT AS A DIVERSION STOCKPILE SHOULD BE TEMPORARILY SEEDED
5	SEEDING	INEXPENSIVE AND VERY EFFECTIVE, STABILIZES SOIL, THUS MINIMIZING EROSION PERMITS RUNOFF TO INFILTRATE SOIL, REDUCING RUNOFF VOLUME SHOULD INCLUDE PREPARED TOPSOIL BED
6	SEEDING w/ MULCH OR MATING	FACILITATES ESTABLISHMENT OF VEGETATIVE COVER, EFFECTIVE FOR DRAINAGEWAYS w/ LOW VELOCITY, EASILY PLACED IN SMALL QUANTITIES BY INEXPERIENCED PERSONNEL SHOULD INCLUDE PREPARED TOPSOIL BED
15	PAVING	PROTECTS AREA WHICH OTHERWISE CANNOT BE PROTECTED, BUT INCREASES RUNOFF VOLUME AND VELOCITY IRREGULAR SURFACE WILL HELP SLOW VELOCITY
24	GRASSSED WATERWAY	MUCH MORE STABLE FORM OF DRAINAGEWAY THAN BARE CHANNEL GRASS TENDS TO SLOW RUNOFF AND FILTER OUT SEDIMENT USED WHERE BARE CHANNEL WOULD BE ERODED
41	STONE AND ROCK CROSSING	MAY BE ROCK OR CLEAN RUBBLE MINIMIZES STREAM TURBIDITY, INEXPENSIVE MAY ALSO SERVE AS DITCH CHECK OR SEDIMENT TRAP
31	ENERGY DISSIPATOR	SLOWS RUNOFF VELOCITY TO NON-EROSIVE LEVEL PERMITS SEDIMENT COLLECTION FROM RUNOFF
35	STORM SEWER	SYSTEM REMOVES COLLECTED RUNOFF FROM SITE, PARTICULARLY FROM PAVED AREAS CAN ACCEPT LARGE CONCENTRATIONS OF RUNOFF CONDUITS RUNOFF TO MUNICIPAL SEWER SYSTEM OR STABILIZED OUTFALL LOCATION USE CATCH BASINS TO COLLECT SEDIMENT
57	GEOTEXTILE SILT FENCE	USES GEOTEXTILE AND POSTS OR BALES MAY BE CONSTRUCTED OR PREPACKAGED EASY TO CONSTRUCT AND LOCATE AS NECESSARY

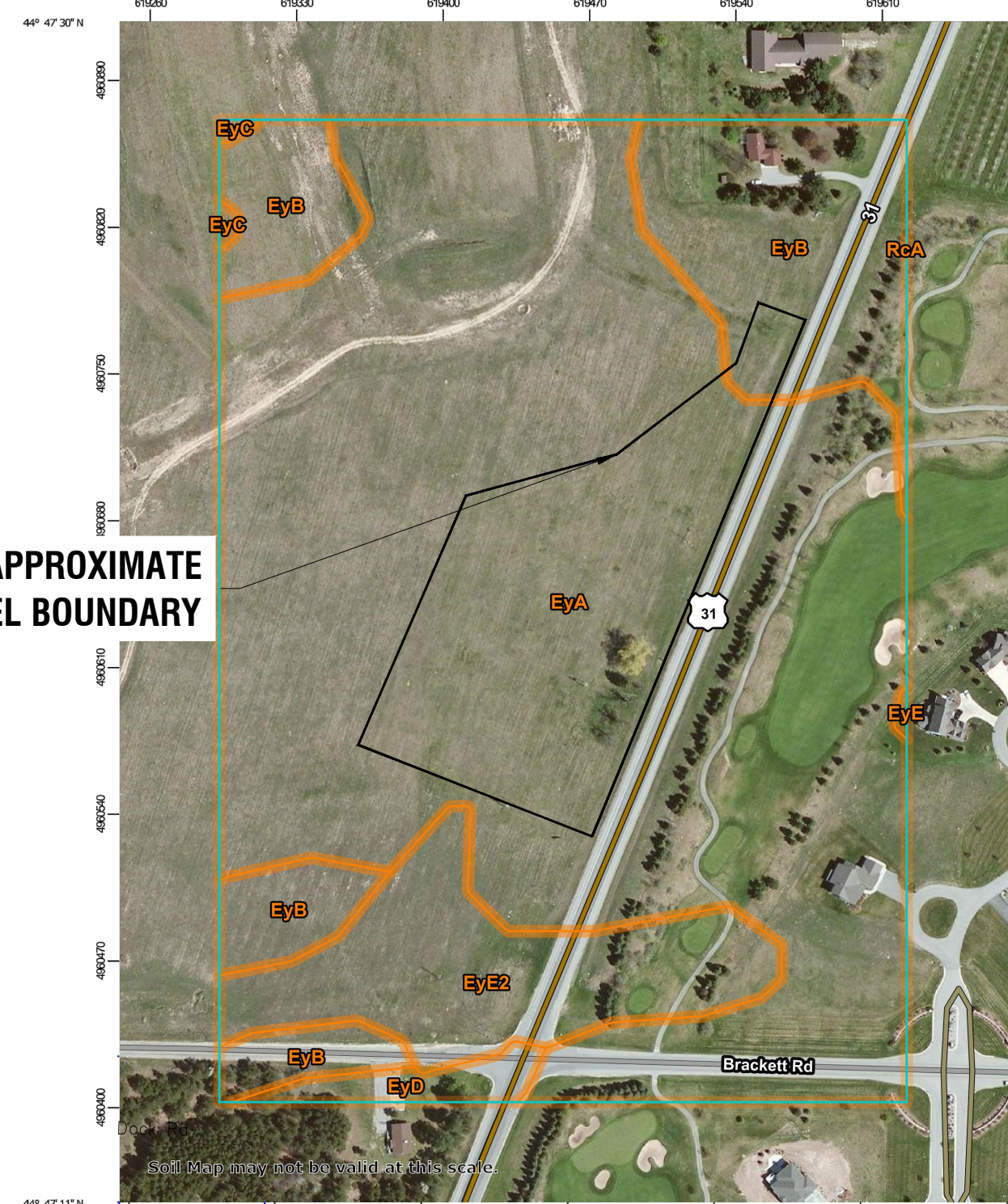
Soil Erosion & Storm Water Control

1. TOPSOIL TO BE STRIPPED AND STOCKPILED IN WHERE INDICATED OR AT A LOCATION DESIGNATED BY THE OWNER'S REPRESENTATIVE.
2. THE CONTRACTOR SHALL PROVIDE TEMPORARY SOIL EROSION CONTROL MEASURES, PER P.A. 451, AS AMENDED. WITH THE USE OF SILT FENCE AND OTHER TEMPORARY MEASURES, THE CONTRACTOR SHALL PROTECT ADJACENT AREAS FROM ACCELERATED EROSION AND SEDIMENTATION FLOWS RESULTING FROM CONSTRUCTION. THE CONTRACTOR SHALL INSTALL ADDITIONAL TEMPORARY AND PERMANENT SOIL EROSION CONTROL MEASURES, IF DIRECTED BY THE ENGINEER OR SOIL EROSION CONTROL OFFICER, AT NO ADDITIONAL COST TO THE PROJECT.
3. INSTALLATION AND MAINTENANCE OF TEMPORARY SOIL EROSION CONTROL MEASURES SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR.
4. SHOULD ADDITIONAL SOIL EROSION CONTROL MEASURES BE DETERMINED TO BE NECESSARY BY EITHER THE SOIL EROSION CONTROL OFFICER OR THE OWNER'S ENGINEER THEY SHALL BE IN PLACE NO LATER THAN 24 HOURS FROM THE TIME OF NOTIFICATION TO THE GENERAL CONTRACTOR FOR THE PROJECT. IF NOT PLACED IN 24 HOURS OR LESS ALL ON SITE CONSTRUCTION WILL BE HALTED UNTIL SUCH MEASURES ARE INSTALLED AND APPROVED BY EITHER THE SOIL EROSION CONTROL OFFICER OR THE OWNER'S ENGINEER.
5. ALL DISTURBED NON-HARD SURFACE AREAS TO BE STABILIZED WITH TOPSOIL AND THEN SEEDED, FERTILIZED AND MULCHED. DISTURBED AREAS SHALL BE TOPSOILED TO A DEPTH NOT LESS THAN FOUR (4) INCHES. SLOPES BETWEEN 1 ON 3 AND 1 ON 2 SHALL BE SODDED AND STAKED OR RECEIVE SEED WITH MULCH BLANKET.
6. IF REQUESTED BY THE ENGINEER OR SOIL EROSION CONTROL OFFICER, A WATER TRUCK SHALL BE KEPT ON STAND-BY ON SITE DURING THE CONSTRUCTION PHASE OF THE PROJECT. THE WATER TRUCK SHALL BE USED AS DIRECTED BY THE ENGINEER OR SOIL EROSION CONTROL OFFICER TO CONTROL WIND EROSION.
7. ALL STORM DRAINAGE PIPE SHALL BE CORRUGATED GALVANIZED STEEL PIPE, HDPE OR APPROVED EQUAL.
8. A MINIMUM OF TWO (2) FEET OF COVER FROM FINISHED ELEVATIONS SHALL BE MAINTAINED OVER ALL STORM DRAIN PIPES.
9. ALL DRAINAGE PIPES THAT OUTLET AT GROUND SURFACE SHALL INCLUDE END SECTIONS.
10. EXISTING STORM DRAINAGE DITCHES SHALL BE REBUILT IF FILLED IN OR REMOVED DURING CONSTRUCTION. THE CONTRACTOR IS RESPONSIBLE TO REPAIR OR REPLACE, AS REQUIRED, ALL DRAINAGE CULVERTS DAMAGED DURING CONSTRUCTION AND SHALL BE CONSIDERED INCIDENTAL TO THE PROJECT.
11. THE CONTRACTOR SHALL REMOVE OR CAUSE TO BE REMOVED ALL SEDIMENT OR SOILS THAT HAVE BEEN DROPPED, WASHED ONTO OR TRACKED OUT ONTO PUBLIC RIGHT-OF-WAY OR PRIVATE ROADS AT THE END OF EACH WORKING DAY OR AFTER EACH RAIN EVENT ON NON-WORK DAYS.
12. THE CONTRACTOR SHALL REPAIR ALL WASHOUTS AND EROSION DURING THE GUARANTEE PERIOD OF ONE (1) YEAR AT NO ADDITIONAL COST TO THE OWNER.

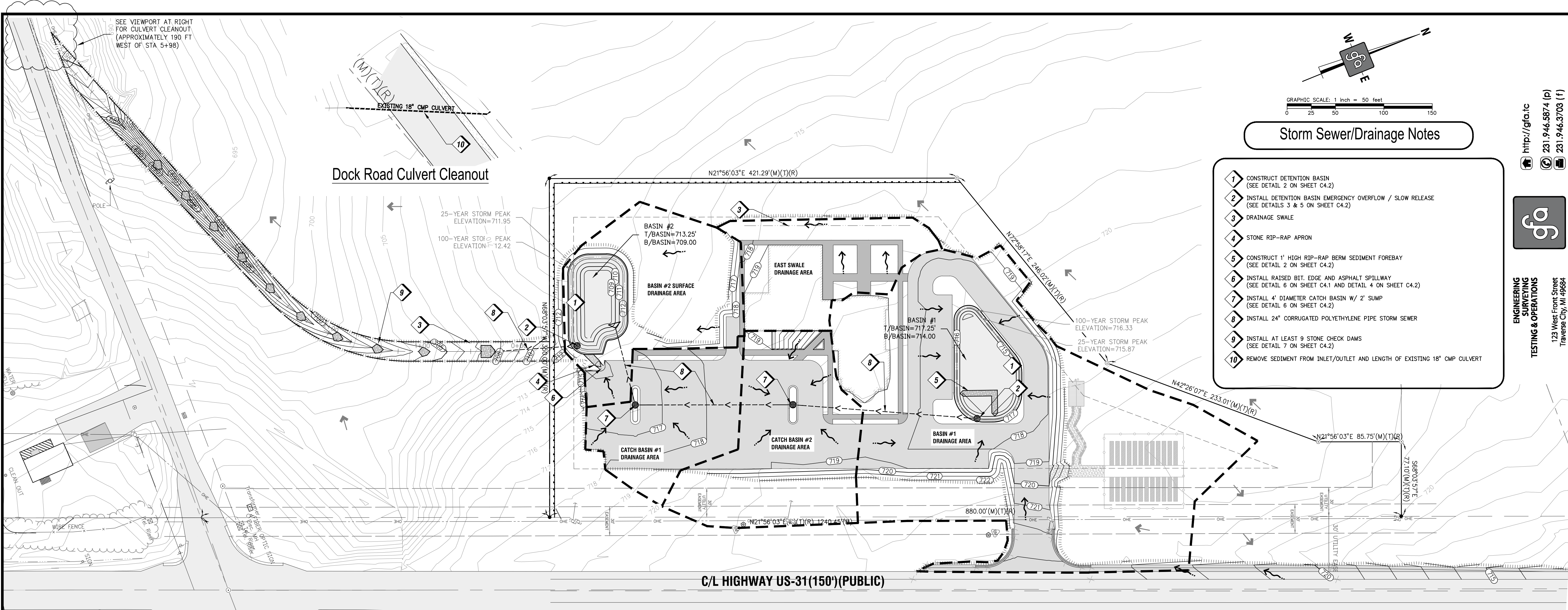
Map Unit Legend

Grand Traverse County, Michigan (MI055)			
Map Unit Symbol	Map Unit Name	Acres in AOI	Percent of AOI
EyA	Emmet sandy loam, 0 to 2 percent slopes	27.8	72.8%
EyB	Emmet sandy loam, 2 to 6 percent slopes	6.1	15.9%
EyC	Emmet sandy loam, 6 to 12 percent slopes	0.1	0.2%
EyD	Emmet sandy loam, 12 to 18 percent slopes	0.5	1.4%
EyE	Emmet sandy loam, 18 to 25 percent slopes	0.0	0.1%
EyE2	Emmet sandy loam, 18 to 25 percent slopes, moderately eroded	3.7	9.7%
RcA	Richter loams, 0 to 2 percent slopes, overwash	0.0	0.0%
Totals for Area of Interest		38.2	100.0%

APPROXIMATE PARCEL BOUNDARY



NRCS Soil Survey Information



Storm Sewer/Drainage Notes

- 1 CONSTRUCT DETENTION BASIN (SEE DETAIL 2 ON SHEET C4.2)
- 2 INSTALL DETENTION BASIN EMERGENCY OVERFLOW / SLOW RELEASE (SEE DETAILS 3 & 5 ON SHEET C4.2)
- 3 DRAINAGE SWALE
- 4 STONE RIP-RAP APRON
- 5 CONSTRUCT 1' HIGH RIP-RAP BERM SEDIMENT FOREBAY (SEE DETAIL 2 ON SHEET C4.2)
- 6 INSTALL RAISED BIT. EDGE AND ASPHALT SPILLWAY (SEE DETAIL 6 ON SHEET C4.1 AND DETAIL 4 ON SHEET C4.2)
- 7 INSTALL 4' DIAMETER CATCH BASIN W/ 2' SUMP (SEE DETAIL 6 ON SHEET C4.2)
- 8 INSTALL 24" CORRUGATED POLYETHYLENE PIPE STORM SEWER
- 9 INSTALL AT LEAST 9 STONE CHECK DAMS (SEE DETAIL 7 ON SHEET C4.2)
- 10 REMOVE SEDIMENT FROM INLET/OUTLET AND LENGTH OF EXISTING 18" CMP CULVERT

http://gfa.ic
231.946.8874 (p)
231.946.3703 (f)
ENGINEERING SURVEYING TESTING & OPERATIONS
123 West Front Street
Traverse City, MI 49604

Watershed Area Summary

Summary for Subcatchment 3S: BASIN #1						Summary for Subcatchment 5S: CB#2					
Runoff	=	4.55 cfs @ 12.07 hrs.	Volume=	0.271 af	Depth> 1.65"	Runoff	=	1.55 cfs @ 12.07 hrs.	Volume=	0.093 af	Depth> 1.72"
Runoff by SCS TR-20 method, UH-SCS, Weighted CN, Time Span= 5.00-20.00 hrs, dt= 0.05 hrs Type II 24-hr 25-Year Rainfall= 3.89"						Runoff by SCS TR-20 method, UH-SCS, Weighted CN, Time Span= 5.00-20.00 hrs, dt= 0.05 hrs Type II 24-hr 25-Year Rainfall= 3.89"					
Area (sf)	CN	Description				Area (sf)	CN	Description			
39,115	98	Paved parking, HSG B				13,758	98	Paved parking, HSG B			
46,863	61	>75% Grass cover, Good, HSG B				14,414	61	>75% Grass cover, Good, HSG B			
85,978	78	Weighted Average				28,172	79	Weighted Average			
46,863		54.51% Pervious Area				14,414		51.16% Pervious Area			
39,115		45.49% Impervious Area				13,758		48.84% Impervious Area			
Tc	Length	Slope	Velocity	Capacity	Description	Tc	Length	Slope	Velocity	Capacity	Description
(min)	(feet)	(ft/ft)	(ft/sec)	(cfs)		(min)	(feet)	(ft/ft)	(ft/sec)	(cfs)	
15.0					Direct Entry, Minimum Tc	15.0					Direct Entry, Minimum Tc
Summary for Subcatchment 7S: CB#1						Summary for Subcatchment 10S: BASIN #2 SURFACE DRAINAGE					
Runoff	=	1.55 cfs @ 12.06 hrs.	Volume=	0.100 af	Depth> 3.01"	Runoff	=	0.89 cfs @ 12.08 hrs.	Volume=	0.055 af	Depth> 1.07"
Runoff by SCS TR-20 method, UH-SCS, Weighted CN, Time Span= 5.00-20.00 hrs, dt= 0.05 hrs Type II 24-hr 25-Year Rainfall= 3.89"						Runoff by SCS TR-20 method, UH-SCS, Weighted CN, Time Span= 5.00-20.00 hrs, dt= 0.05 hrs Type II 24-hr 25-Year Rainfall= 3.89"					
Area (sf)	CN	Description				Area (sf)	CN	Description			
15,320	98	Paved parking, HSG B				5,698	98	Paved parking, HSG B			
2,089	61	>75% Grass cover, Good, HSG B				20,916	61	>75% Grass cover, Good, HSG B			
17,409	94	Weighted Average				26,614	69	Weighted Average			
2,089		12.00% Pervious Area				20,916		78.59% Pervious Area			
15,320		88.00% Impervious Area				5,698		21.41% Impervious Area			
Tc	Length	Slope	Velocity	Capacity	Description	Tc	Length	Slope	Velocity	Capacity	Description
(min)	(feet)	(ft/ft)	(ft/sec)	(cfs)		(min)	(feet)	(ft/ft)	(ft/sec)	(cfs)	
15.0					Direct Entry, Minimum Tc	15.0					Direct Entry, Minimum Tc
Summary for Subcatchment 11S: EAST SWALE											
Runoff	=	1.01 cfs @ 12.07 hrs.	Volume=	0.060 af	Depth> 1.72"						
Runoff by SCS TR-20 method, UH-SCS, Weighted CN, Time Span= 5.00-20.00 hrs, dt= 0.05 hrs Type II 24-hr 25-Year Rainfall= 3.89"											
Area (sf)	CN	Description									
8,727	98	Paved parking, HSG B									
9,496	61	>75% Grass cover, Good, HSG B									
18,223	79	Weighted Average									
9,496		52.11% Pervious Area									
8,727		47.89% Impervious Area									
Tc	Length	Slope	Velocity	Capacity	Description						
(min)	(feet)	(ft/ft)	(ft/sec)	(cfs)							
15.0					Direct Entry, Minimum Tc						

Basin #1 Design Summary

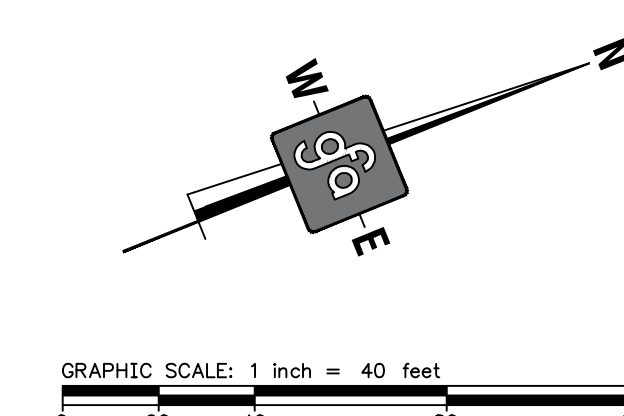
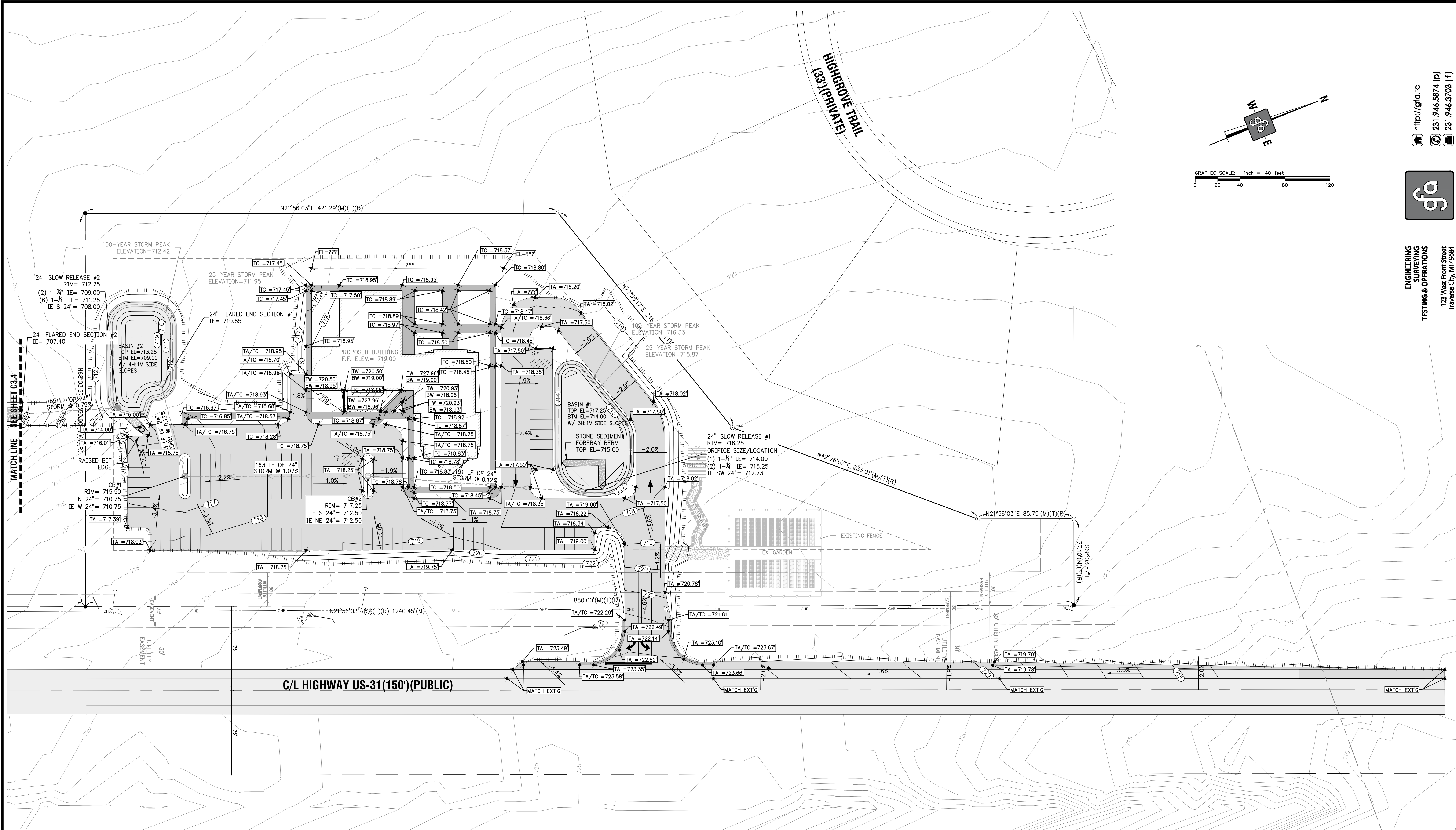
Basin #1
Catchment Characteristics:
Impervious Area = 39,115 SF (0.90 Acre) Pervious Area = 46,683 SF (1.07 Acre)
Weighted CN = 78 say 80 for Table 6
Treatment Volume Criteria Summary
Treatment Volume (CF, 2.5-year storm routed via HydroCAD) = 4138
Minimum Treatment Volume (5,000 CF/Impervious Acre) = 4490 <Controls>
Max. release rate to detain this volume for at least 24 hours is 0.05 cfs/impervious acre.
Max release rate (CFS) = 0.04
Actual release rate (CFS, 2.06" routed through HydroCAD) = 0.03 <less than max., okay>
(with (1) 1.25" orifice set at 714.00
Flood Control Volume Criteria Summary
Set flood control orifice(s) at or above elevation to obtain treatment volume from above
The flood control volume shall be sized to detain the 25-year rainfall event from the entire contributing area with a maximum release rate of 0.13 cfs/ac. The minimum storage required per acre is given in Table 6.
25-year storm routed via HydroCAD = 10,890
Min. storage required from Table 6, assuming "CN" is equivalent to "C" (CF) = 8,120 <25-year controls>
Max. release rate of 0.13 cfs/acre (CFS) = 0.26
Actual release rate (CFS, 25-Year Storm routed through HydroCAD) = 0.11 <less than max., okay>
(with (2) 1.25" orifice set at 715.25
Emergency Overflow
Provision for emergency overflow from Basin #1 is the top of the 24" slow release structure and storm sewer to Basin #2
Slow Release Structure Capacity
Top of structure set at 716.25 (1 ft below top of basin)
Volume Provided at 716.25 = 10,962 CF (Required= 10,890 CF)
Via HydroCAD, 0.60 CFS passes through the top of structure during 100-Year event
Actual Capacity of horizontal orifice = Q = Q = CA (Zgh) 1/2 125 CFS <capacity of structure much greater than actual flow., okay>
24 inch Storm Sewer Capacity
Via HydroCAD, 0.72 CFS passes through the 24" Storm Sewer during 100-Year event
Actual Capacity of Storm Sewer using Mannings = 22 CFS <capacity of storm sewer much greater than actual flow., okay>
Sediment Forebay
Since surface drainage is proposed into Basin #1 a sediment forebay is proposed around the basin's outlet structure equivalent to a traditional inlet structure. Forebay to have a volume 5% of 25-year volume
Forebay Volume Required (CF) = 10,890 CF*0.05 545
Forebay Volume Provided (CF) = 575 (with 1 ft high rip-rap per plan)

Basin #2 Design Summary

Basin #2
Catchment Characteristics:
Impervious Area = 43503 SF (1.0 Acre) Pervious Area = 46,915 SF (1.07 Acre)
Weighted CN = 79 say 80 for Table 6
Treatment Volume Criteria Summary
Treatment Volume (CF, 2.5-year storm routed via HydroCAD) = 1655
Minimum Treatment Volume (5,000 CF/Impervious Acre) = 5685 <Controls>
Max. release rate to detain this volume for at least 24 hours is 0.05 cfs/impervious acre.
Max release rate (CFS) = 0.06
Plus, the additional 0.03 CFS from Basin #1.
Max. release rate (CFS) = 0.09
Actual release rate (CFS, 2.06" routed through HydroCAD) = 0.08 <less than max., okay>
(with (2) 1.25" orifice set at 709.00
Flood Control Volume Criteria Summary
Set flood control orifice(s) at or above elevation to obtain treatment volume from above
The flood control volume shall be sized to detain the 25-year rainfall event from the entire contributing area with a maximum release rate of 0.13 cfs/ac. The minimum storage required per acre is given in Table 6.
25-year storm routed via HydroCAD = 6,185
Min. storage required from Table 6, assuming "CN" is equivalent to "C" (CF) = 8,120 <Controls>
Max. release rate of 0.13 cfs/acre (CFS) = 0.27
Plus, the additional 0.16 CFS from Basin #1
Max. release rate (CFS) = 0.41
Actual release rate (CFS, 25-Year Storm routed through HydroCAD) = 0.32 <less than max., okay>
(with (6) 1.25" orifice set at 711.25
General Notes
1. STORM WATER BASINS DESIGNED AS DETENTION BASINS WITH OUTLETS PER ACME TOWNSHIP STORM WATER ORDINANCE NO. 2007-01.
2. BASIN #1 IS PROPOSED TO SLOW RELEASE INTO STORM SEWER THAT OUTLETS INTO BASIN #2. BASIN #2 IS PROPOSED TO OUTLET INTO A PROPOSED DRAINAGE SWALE WHICH OUTLETS TO THE DOCK ROAD RIGHT-OF-WAY AS SHOWN. OWNER OBTAINING DRAINAGE EASEMENT ACROSS ADJACENT PROPERTY AND PROPER DOCUMENTATION OF EASEMENT TO BE PROVIDED BY OWNER.
3. STORM WATER INFORMATION IS A SUMMARY OF STORM WATER CALCULATIONS COMPLETED USING HYDROCAD. ELECTRONIC HYDROCAD OUTPUT AVAILABLE UPON REQUEST.

25-Year Flow thru Outlet Swale Summary

Summary for Reach 11R: Outlet Swale
[79] Warning: Submerged Pond 9P Primary device # 1 INLET by 0.13'
Inflow Area = 4.049 ac, 46.84% Impervious, Inflow Depth > 0.60' for 25-Year event
Inflow = 0.32 cfs @ 14.55 hrs, Volume= 0.203 af
Outflow = 0.32 cfs @ 14.64 hrs, Volume= 0.201 af, Alter= 0%, Lag= 5.8 min
Routing by Slope-Ind-Triang method, Time Span= 5.00-20.00 hrs, dt= 0.05 hrs
Max. Velocity= 3.05 fps, Min. Travel Time= 3.3 min
Avg. Velocity= 2.18 fps, Avg. Travel Time= 4.6 min
Peak Storage= 63 cfs @ 14.59 hrs
Average Depth at Peak Storage= 0.23'
Bank-Full Depth= 1.00' Flow Area= 2.0 sf, Capacity= 16.28 cfs
0.00' x 1.00' deep channel, n= 0.022 Earth, clean & straight
Side Slope 2-sides= 2:0.7 Top Width= 4.00'
Length= 568.0' Slope= 0.0425%
Inlet Invert= 707.40', Outlet Invert= 682.00'



<http://gfa.tc>
231.946.5874 (p)
231.946.3703 (f)

gfa

ENGINEERING
SURVEYING
TESTING & OPERATIONS

123 West Front Street
Traverse City, MI 49684

- BENCHMARKS:**
- BM #100: TOP OF IRON WITH CONTROL CAP
ELEV. = 723.09' (NAVD88)
- BM #101: TOP OF IRON WITH CONTROL CAP
ELEV. = 721.84' (NAVD88)
- Legend**
- EXISTING CONTOURS
 - PROPOSED CONTOURS
 - PROPOSED GRADING LIMITS
 - PROPOSED SPOT ELEVATION
TW = TOP OF WALL
BW = BOTTOM OF WALL
TC = TOP OF CONCRETE
TA = TOP OF ASPHALT
 - PROPOSED DRAINAGE FLOW
 - PROPOSED CATCH BASIN
 - PROPOSED MANHOLE
 - EXISTING DIRECTION OF FLOW
 - 25/100-YEAR STORM PK. ELEV.

NEW BUILDING
ARCHANGEL GREEK ORTHODOX CHURCH

7111 U.S.-31 North, Acme, MI 49610

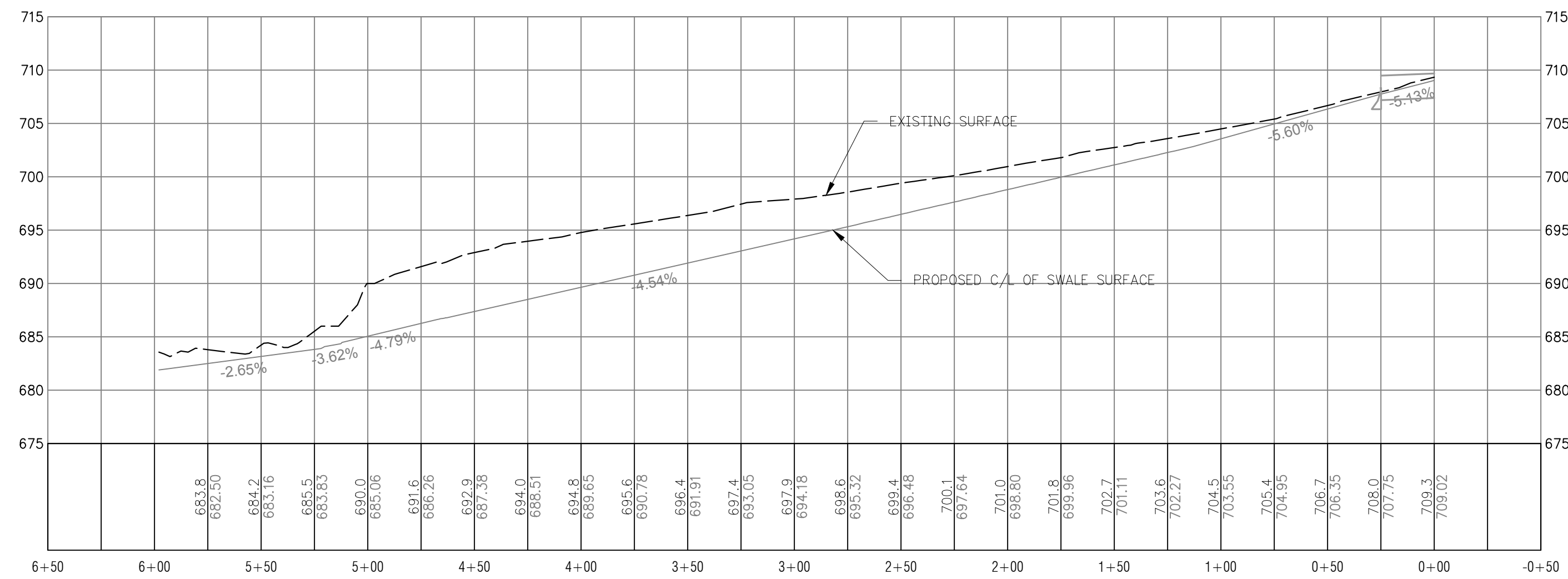
PROPOSED SITE
GRADING

DRAWN
06-07-17

REVISIONS
A 06-14-17
B 07-11-17

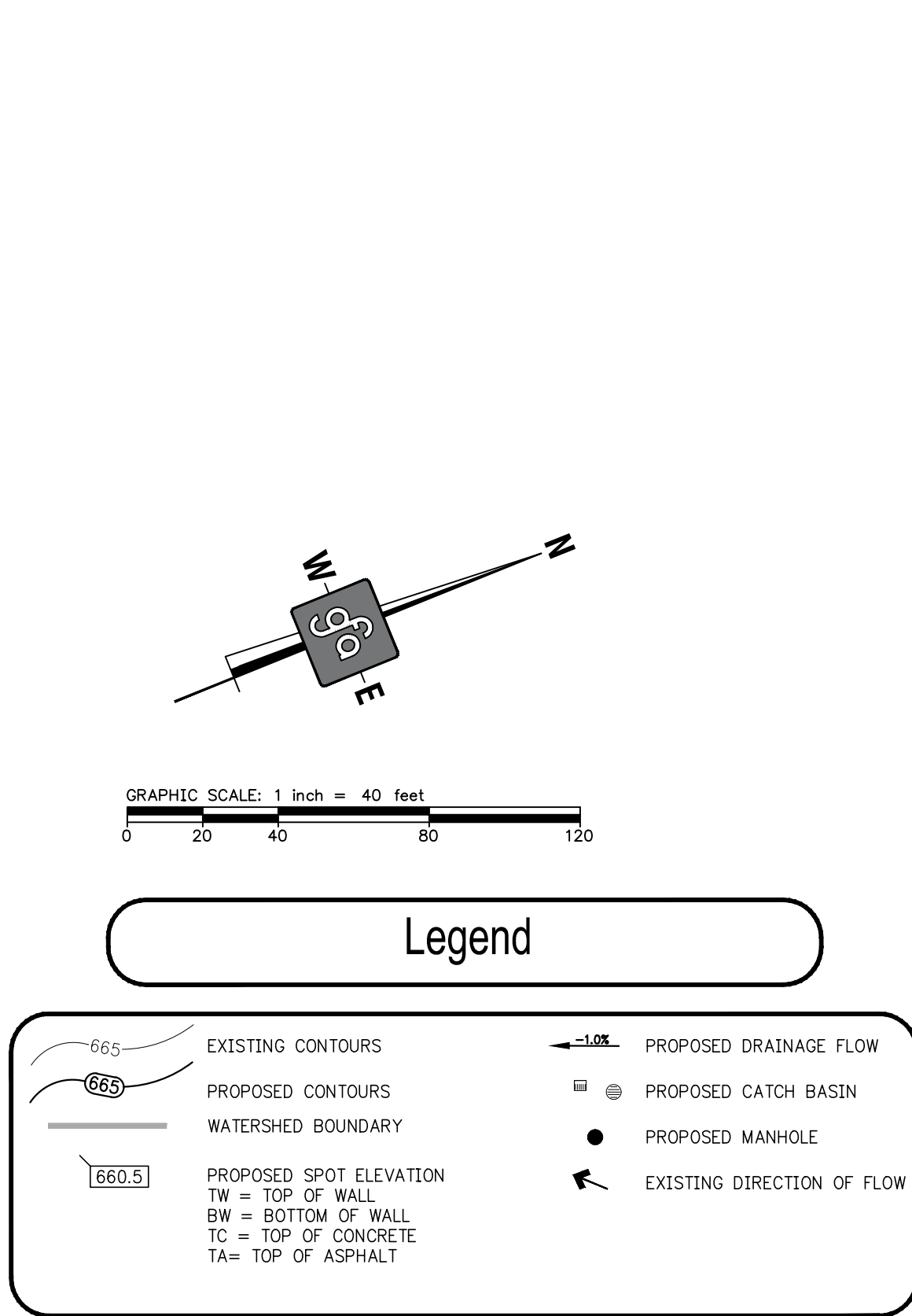
JOB NO.
201525

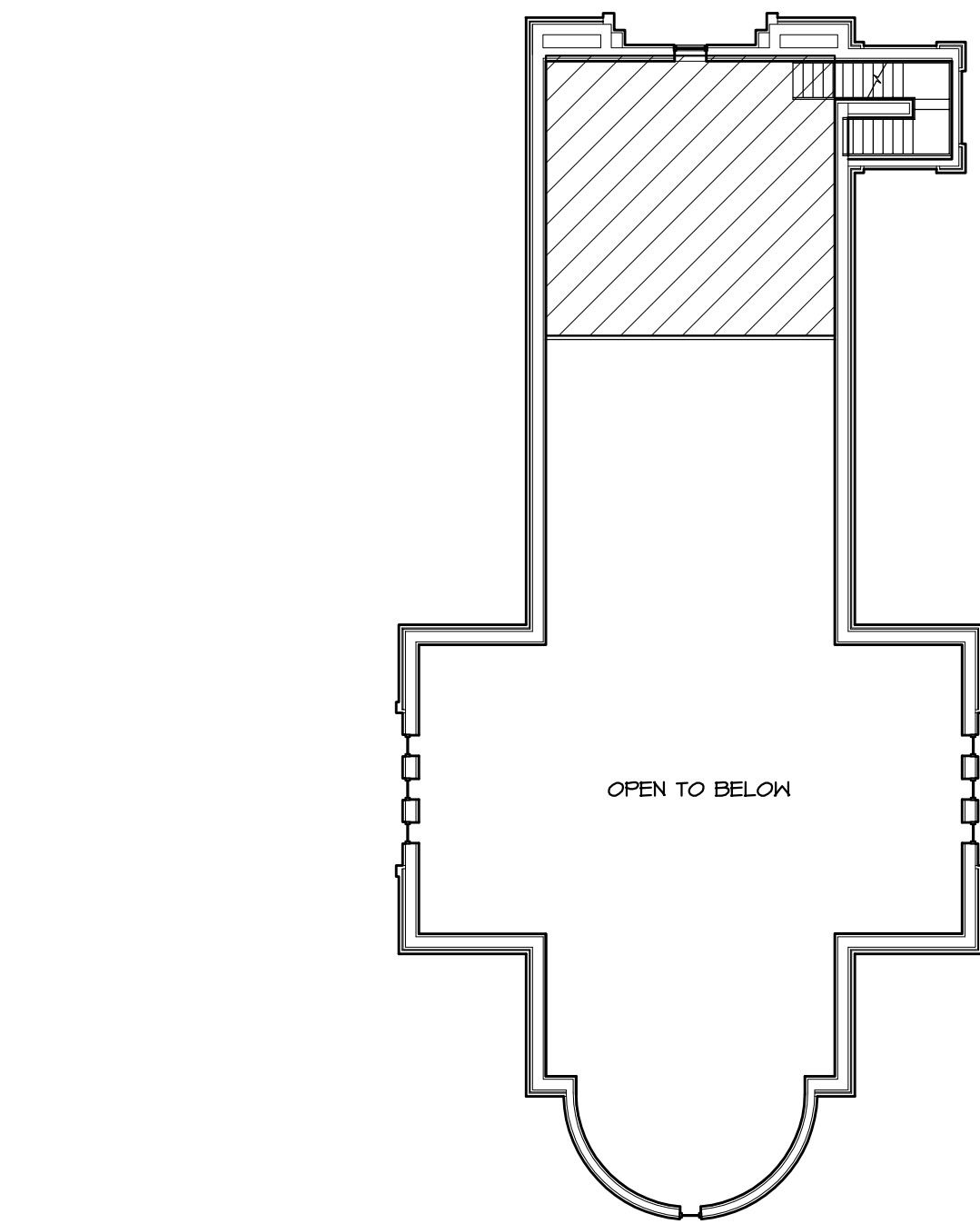
C3.3



Outlet Swale Profile

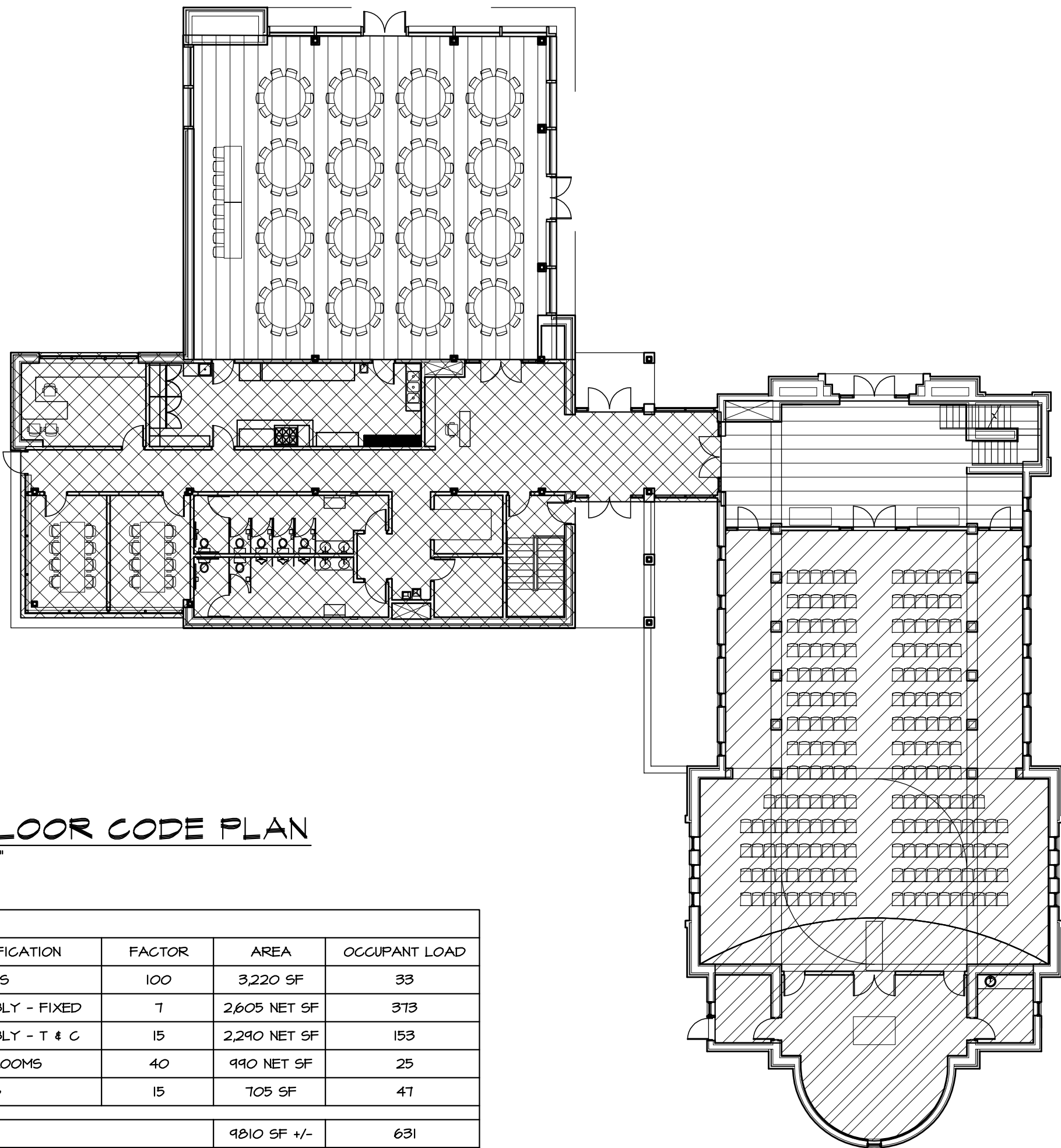
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MEZZANINE CODE PLAN
SCALE: 1/16" = 1'-0"

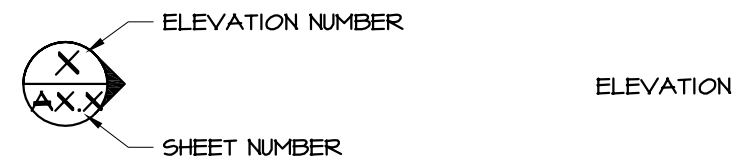
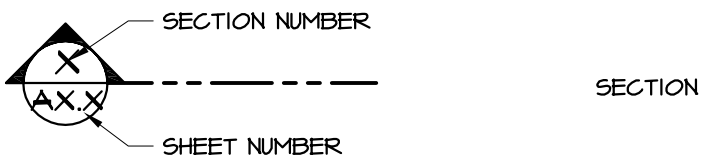
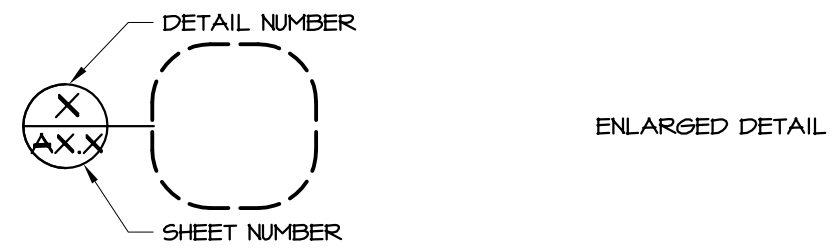
BASEMENT SUMMARY				
LEGEND	CLASSIFICATION	FACTOR	AREA	OCCUPANT LOAD
	ASSEMBLY - FIXED	-	680 NET SF	LIMIT 40
TOTAL			680 SF +/-	40



FIRST FLOOR CODE PLAN
SCALE: 1/16" = 1'-0"

LEVEL 1 SUMMARY				
LEGEND	CLASSIFICATION	FACTOR	AREA	OCCUPANT LOAD
	BUSINESS	100	3,220 SF	33
	ASSEMBLY - FIXED	7	2,605 NET SF	373
	ASSEMBLY - T & C	15	2,240 NET SF	153
	COURTROOMS	40	990 NET SF	25
	WAITING	15	705 SF	47
TOTAL			9,810 SF +/-	631

REFERENCE SYMBOLS



GENERAL NOTES

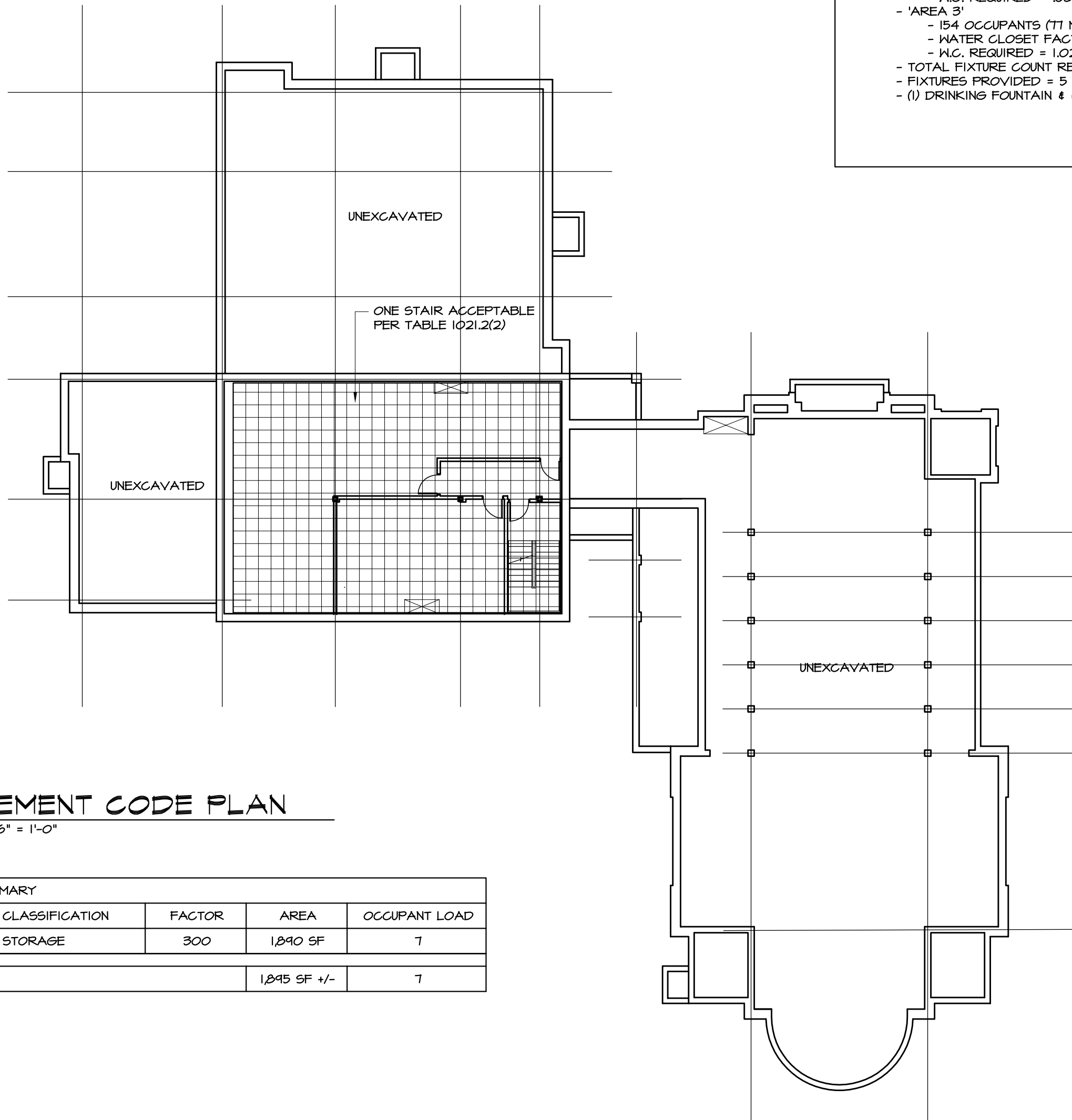
- CONFLICTS, ERRORS OR OMISSIONS WITH THESE DOCUMENTS SHALL BE BROUGHT TO THE ATTENTION OF THE ARCHITECT, IN WRITING, AND WRITTEN CLARIFICATION AND/OR INFORMATION SHALL BE RECEIVED PRIOR TO PROCEEDING WITH ITEMS QUESTIONED. THE CONTRACTOR ASSUMES RESPONSIBILITY FOR ANY CONFLICTS, ERRORS OR OMISSIONS OF WHICH THE CONTRACTOR FAILED TO NOTIFY THE ARCHITECT.
- G.C. IS RESPONSIBLE FOR VERIFYING ALL DIMENSIONS AND EXISTING CONDITIONS PRIOR TO CONSTRUCTION AND NOTIFY THE ARCHITECT OF ANY DISCREPANCIES THAT COULD AFFECT THE DESIGN AND CONSTRUCTION OF THE PROJECT.
- ALL CONSTRUCTION SHALL COMPLY WITH ALL APPLICABLE FEDERAL, STATE AND CITY CODES AND STANDARDS.
- THE CONTRACTOR SHALL PAY FOR AND OBTAIN ALL REQUIRED PERMITS AND CERTIFICATES OF OCCUPANCY.
- SUBSTANTIAL COMPLETION OF THE PROJECT WILL BE BASED UPON COMPLETION OF THE WORK SET FORTH IN THE CONSTRUCTION DOCUMENTS AND SPECIFICATIONS.
- UNLESS OTHERWISE INDICATED, EACH SUBCONTRACTOR AND GENERAL CONTRACTOR IS RESPONSIBLE FOR ADEQUATELY BRACING AND SUPPORTING ALL ITEMS FROM THE ROOF STRUCTURE FOR GRAVITY LOADS AND TO RESIST LATERAL MOVEMENTS AS REQUIRED BY ALL APPLICABLE CODES. (ANY BRACING W/ A SIGNIFICANT VISUAL IMPACT IS SUBJECT TO ARCHITECT REVIEW & APPROVAL)
- DO NOT SCALE DRAWINGS. USE DIMENSIONS ONLY.
- GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR DISTRIBUTION OF COMPLETE SETS OF CONTRACT DOCUMENTS TO ALL TRADES. EACH TRADE SHALL REVIEW ALL CONTRACT DOCUMENTS SO AS TO BE AWARE OF ALL ITEMS OF WORK AFFECTING THEIR RESPECTIVE TRADE.
- GENERAL CONTRACTOR TO KEEP AND MAINTAIN APPROVED AND CURRENT CONTRACT DOCUMENTS ON SITE AT ALL TIMES.

LEGEND

.....	1/2 HOUR RATING
-----	1 HOUR RATING
-----	2 HOUR RATING

CODE REVIEW

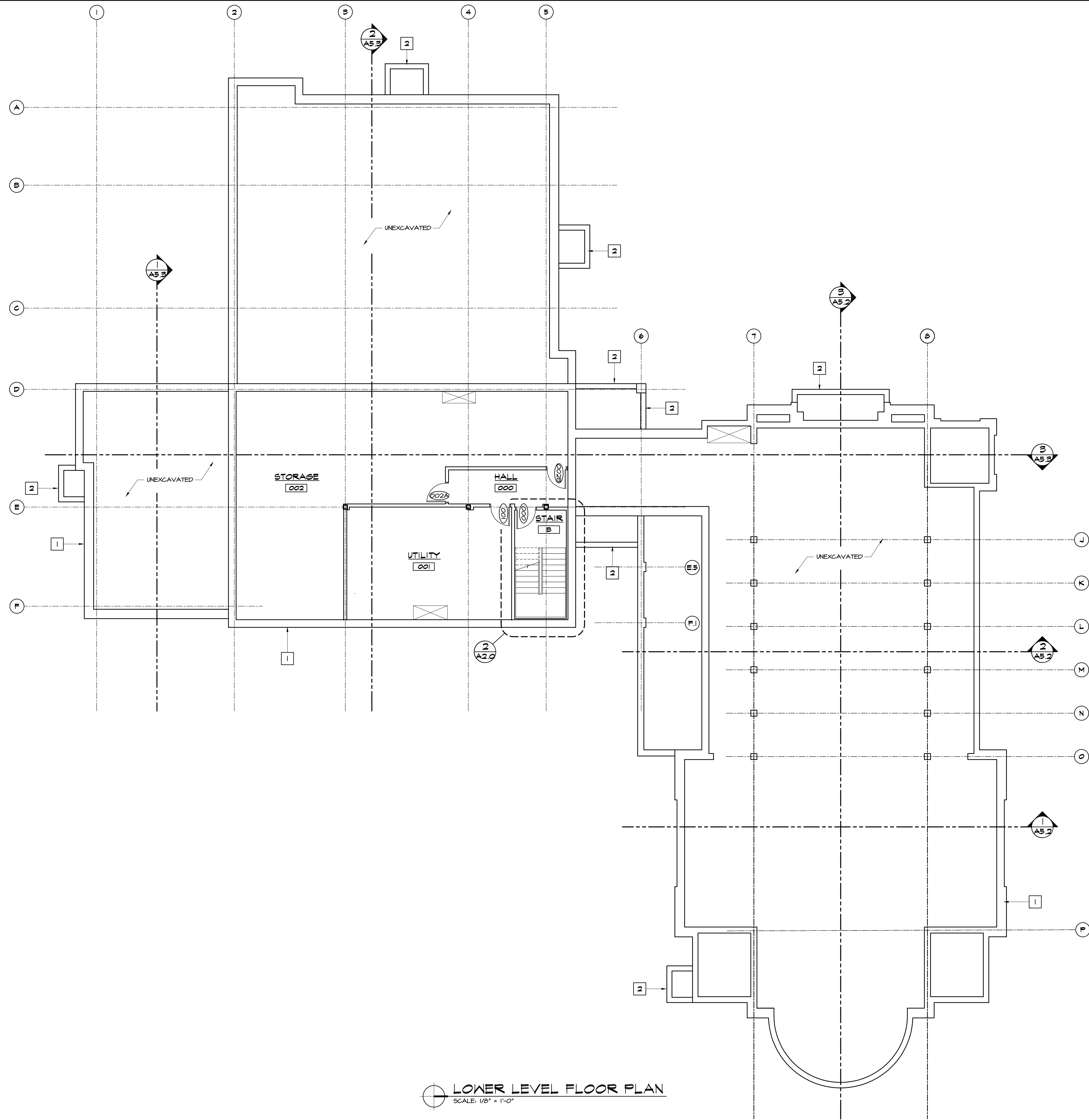
- APPLICABLE CODES
 - 2015 MICHIGAN BUILDING CODE
- USE GROUPS:
 - 'AREA 1' = 'A3'
 - 'AREA 2' = 'B'
 - 'AREA 3' = 'A2'
- BUILDING AREAS:
 - 'AREA 1':
 - SANCTUARY = 4,880 SF GROSS, 4,300 SF NET
 - BALCONY = 680 SF GROSS, 680 SF NET
 - TOTAL AREA 1 = 5,560 SF GROSS, 4,980 SF NET
 - 'AREA 2':
 - ADMINISTRATION = 3,220 SF GROSS, 3,010 SF NET
 - BASEMENT = 2,130 SF GROSS, 1,840 SF NET
 - TOTAL AREA 2 = 5,350 SF GROSS, 4,850 SF NET
 - 'AREA 3':
 - TOTAL AREA 3 = 2,425 SF GROSS, 2,295 SF NET
 - TOTAL AREA = 13,335 SF GROSS, 12,175 SF NET
- BUILDING HEIGHTS:
 - 'AREA 1' = 55'
 - 'AREA 2' = 12'
 - 'AREA 3' = 16'
- CONSTRUCTION TYPE = 3B
- BUILDING TO BE SPRINKLERED THROUGHOUT
- BUILDING HAS 100% OPEN PERIMETER WITH 30" WIDE AVERAGE PUBLIC WAY
- ALLOWABLE BUILDING HEIGHTS & AREAS:
 - FOR BUILDINGS W/ 'A' USE: (2) STORIES, 9,500 SF PER STORY (GOVERNS)
 - FOR BUILDINGS W/ 'B' USE: (3) STORIES, 14,000 SF PER STORY
- MODIFIED ALLOWABLE BUILDING AREAS DUE TO FRONTAGE INCREASE
 - ENTIRE BUILDING (USING THE MORE STRINGENT VALUES OF 'A' USE PERIMETER (P) = 882'
 - OPEN PERIMETER (P) = 882'
 - AREA INCREASE DUE TO FRONTAGE (IF):
 - 'IF' = (P/P-0.25)W/30 = (882/882) = 1 - 0.25 = 0.75 (I) = 0.75
 - 'IF' = 75%
 - ALLOWABLE AREA (AA):
 - 'AA' = ALLOWABLE AREA
 - 'AT' = MOST RESTRICTIVE APPLICABLE TABULAR AREA PER TABLE 503 OF 2004 IBC, 50 A = 9,500 SF
 - AA = AT(AT x IF) = 9,500(9,500 x 0.75) = 16,625 SF
 - ALLOWABLE AREA = 16,625 SF
 - ACTUAL AREA = 13,335 SF (COMPLIES)
- OCCUPANT LOADS:
 - SEE CODE PLANS FOR OCCUPANCY COUNT BREAKDOWNS.
 - TOTAL OCCUPANT LOAD = 678
- EGRESS:
 - SEE CODE PLANS FOR EGRESS REQUIREMENTS
- MAXIMUM TRAVEL DISTANCES:
 - DEAD END CORRIDOR LIMIT = 20' PER 1010.4
 - FROM ANY POINT TO NEAREST EXIT ACCESS = 250'
- PLUMBING FIXTURE COUNT:
 - 'AREA 1':
 - 495 OCCUPANTS (243 MALE + 243 FEMALE)
 - WATER CLOSET FACTOR = 1/150 (MALE) + 1/175 (FEMALE)
 - W.C. REQUIRED = 1.62 (MALE) + 3.24 (FEMALE)
 - 'AREA 2':
 - 34 OCCUPANTS (17 MALE + 17 FEMALE)
 - WATER CLOSET FACTOR = 1/25
 - W.C. REQUIRED = .68 (MALE) + .68 (FEMALE)
 - 'AREA 3':
 - 154 OCCUPANTS (77 MALE + 77 FEMALE)
 - WATER CLOSET FACTOR = 1/175
 - W.C. REQUIRED = 1.02 (MALE) + 1.02 (FEMALE)
 - TOTAL FIXTURE COUNT REQUIRED = 3.32 (MALE) + 4.94 (FEMALE)
 - FIXTURES PROVIDED = 5 (MALE) + 5 (FEMALE)
 - (1) DRINKING FOUNTAIN & (1) SERVICE SINK PROVIDED



BASEMENT CODE PLAN
SCALE: 1/16" = 1'-0"

BASEMENT SUMMARY				
LEGEND	CLASSIFICATION	FACTOR	AREA	OCCUPANT LOAD
	STORAGE	300	1,840 SF	7
TOTAL			1,845 SF +/-	7

PRELIMINARY



- KEYED NOTES:
- 1 CONCRETE FOUNDATION WALL - SEE STRUCTURAL DRAWINGS
 - 2 CONCRETE STOOP FOUNDATION WALL - SEE STRUCTURAL DRAWINGS

LOWER LEVEL FLOOR PLAN
SCALE: 1/8" = 1'-0"

PRELIMINARY

CORNWELL ARCHITECTS
401 East Front Street, Traverse City, MI 49686
Tel: 231-946-7711 Fax: 231-946-7712

NEW BUILDING
ARCHANGEL GREEK ORTHODOX CHURCH
7111 U.S. 31 North, Antrim, MI 49610

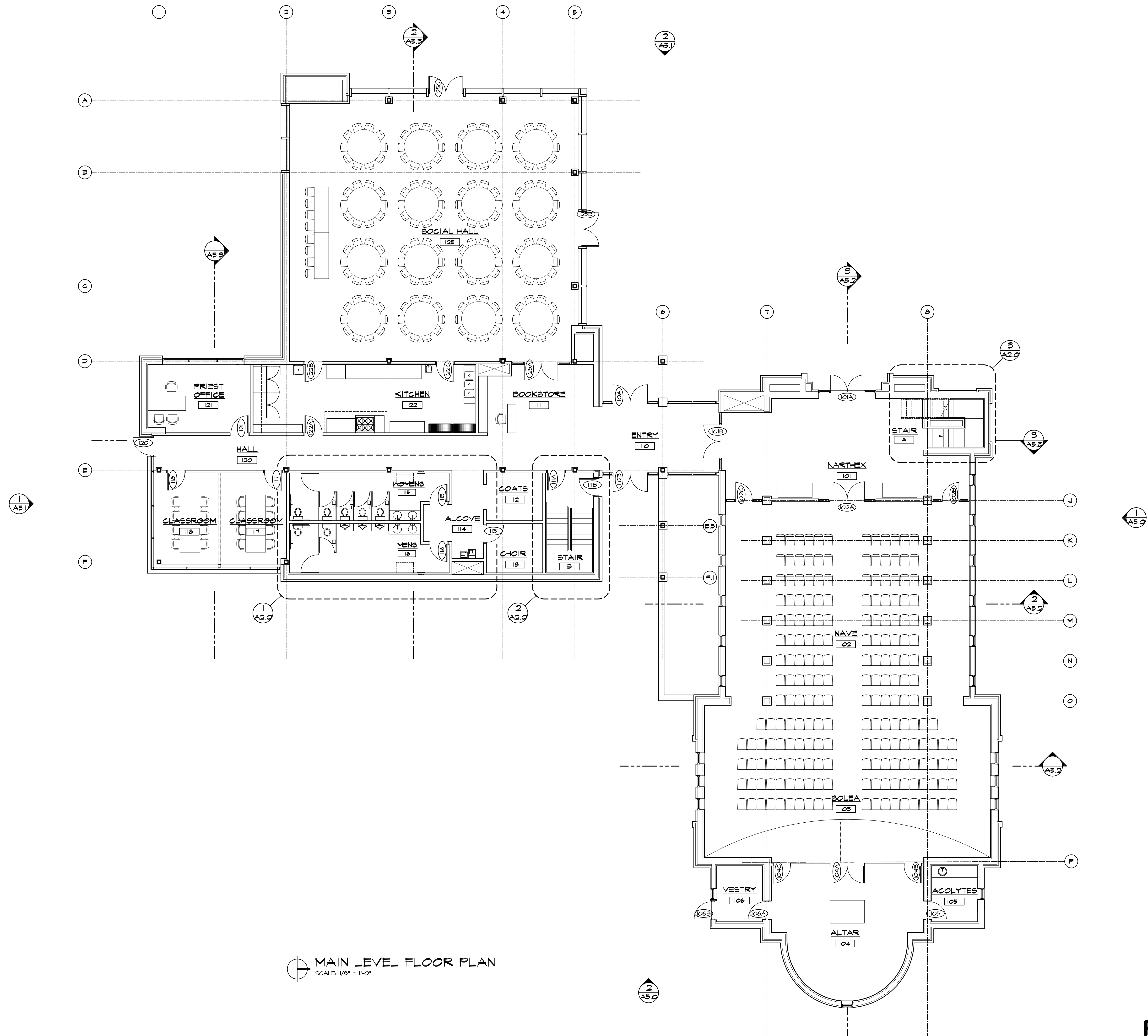
LOWER LEVEL PLAN

DRAWN
I-12-17

REVISIONS

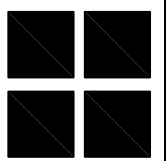
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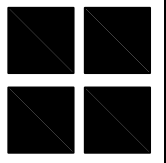
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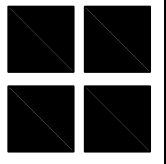


MAIN LEVEL FLOOR PLAN
SCALE: 1/8" = 1'-0"

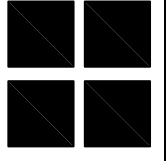
PRELIMINARY

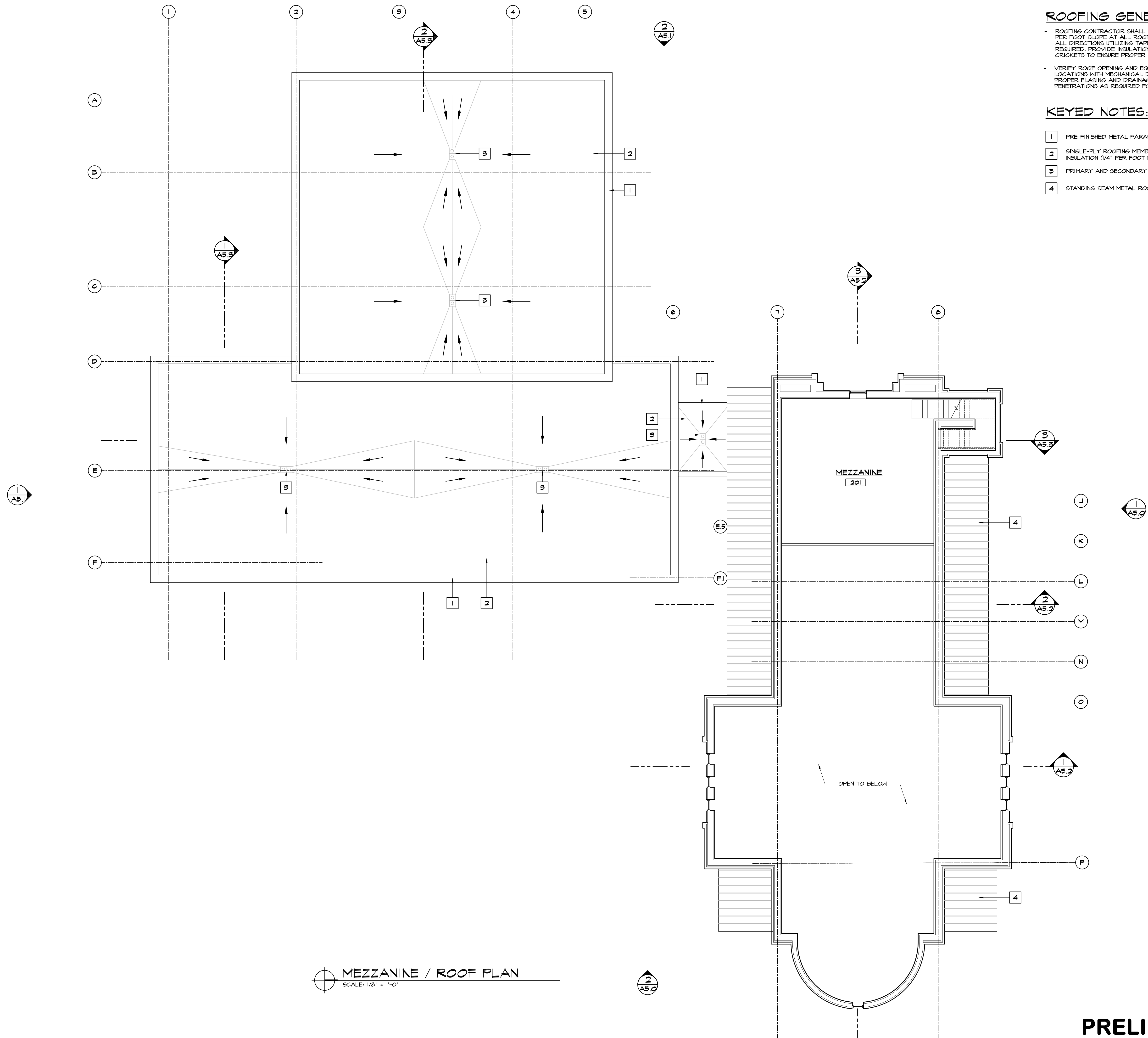
**CORNWELL ARCHITECTS**
401 East Front Street, Traverse City, MI 49686
Tel: 231-946-7711 Fax: 231-946-7712

**NEW BUILDING**
ARCHANGEL GREEK ORTHODOX CHURCH
7111 U.S.-31 North, Antrim, MI 49610

**MAIN LEVEL FLOOR PLAN**
DRAWN: I-12-17
REVISIONS:

JOB NO.: 201633

**A1.1**

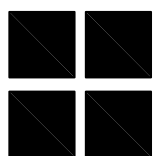


ROOFING GENERAL NOTES:

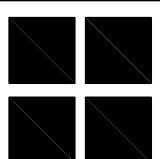
- ROOFING CONTRACTOR SHALL PROVIDE A MINIMUM OF 1/4" PER FOOT SLOPE AT ALL ROOF AREAS TO ROOF SUMPS IN ALL DIRECTIONS UTILIZING TAPERED INSULATION AS REQUIRED. PROVIDE INSULATION FORMED SADDLES OR CRICKETS TO ENSURE PROPER DRAINAGE.
- VERIFY ROOF OPENING AND EQUIPMENT SIZES AND LOCATIONS WITH MECHANICAL DRAWINGS. MAINTAIN PROPER FLASHING AND DRAINAGE AROUND CURBS AND PENETRATIONS AS REQUIRED FOR POSITIVE DRAINAGE.

KEYED NOTES:

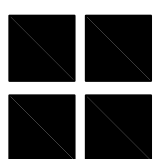
- 1 PRE-FINISHED METAL PARAPET COPING
- 2 SINGLE-PLY ROOFING MEMBRANE ON TAPERED INSULATION (1/4" PER FOOT MIN)
- 3 PRIMARY AND SECONDARY ROOF DRAIN
- 4 STANDING SEAM METAL ROOFING



CORNWELL ARCHITECTS
401 East Front Street, Traverse City, MI 49686
Tel: 231-946-7711 Fax: 231-946-7712



NEW BUILDING
ARCHANGEL GREEK ORTHODOX CHURCH
7111 U.S. 31 North, Antrim, MI 49610



MEZZANINE / ROOF
PLAN

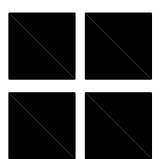
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REVISIONS

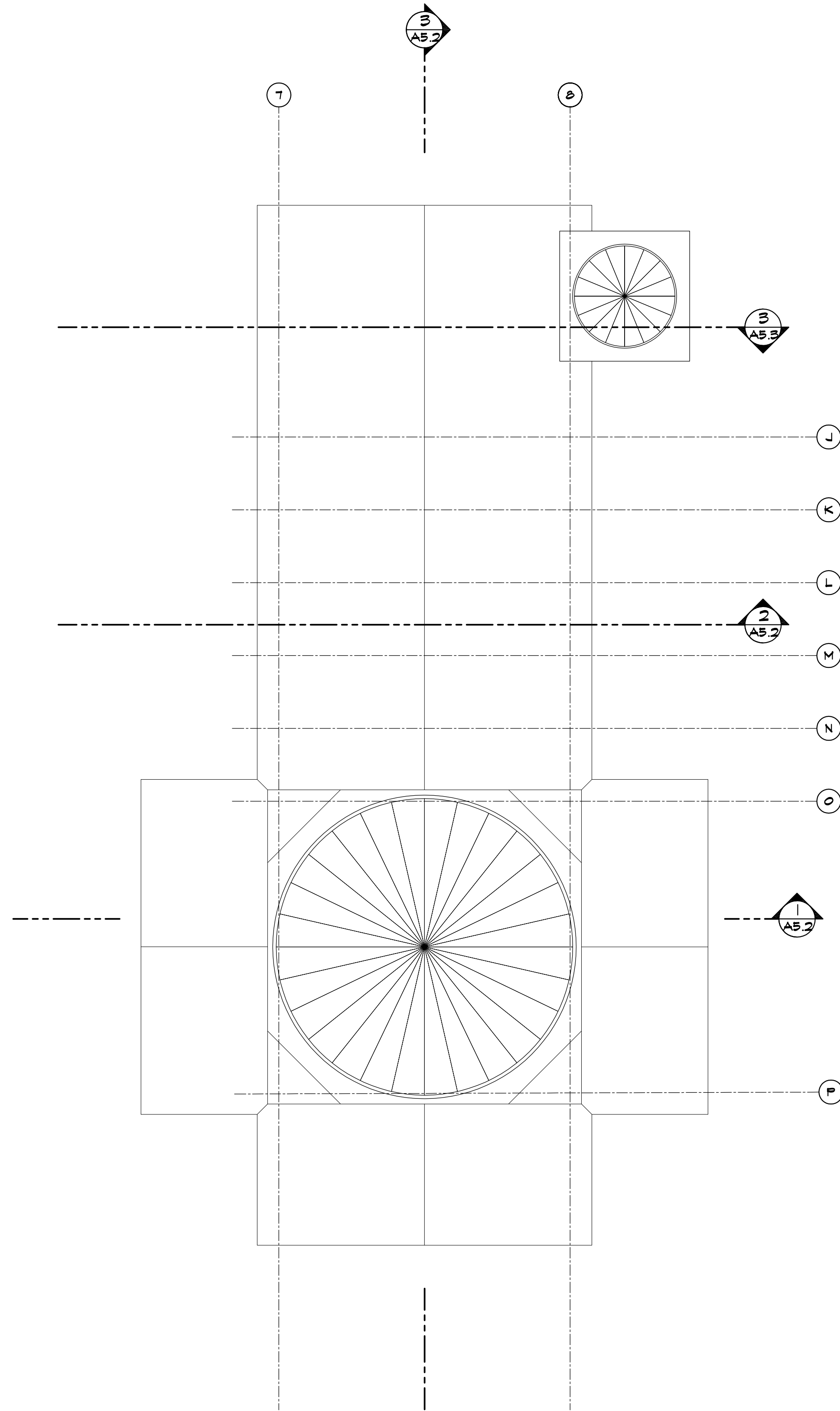
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201633

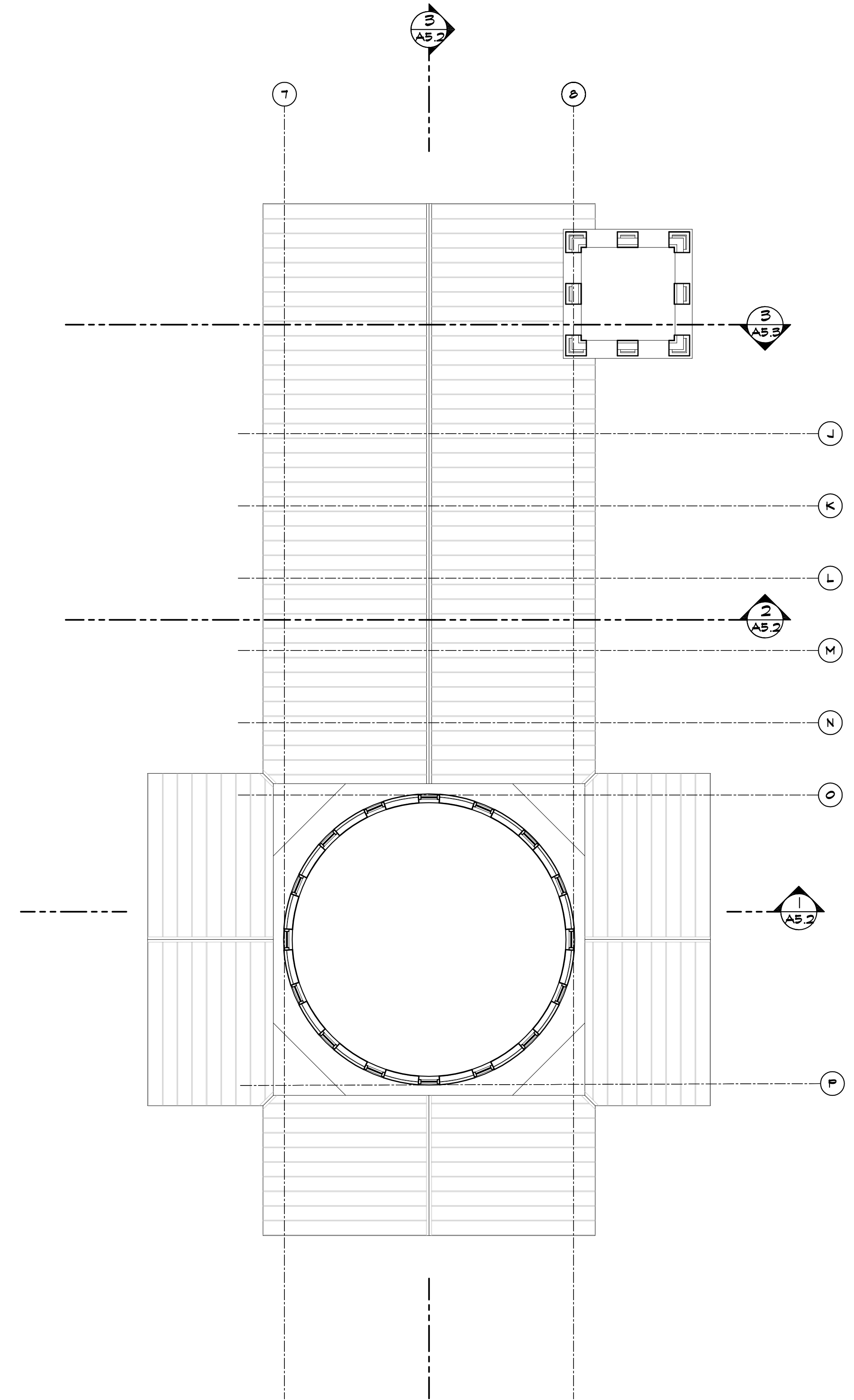
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PRELIMINARY

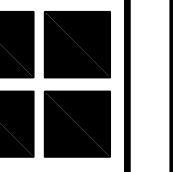


DOME ROOF PLAN
SCALE: 1/8" = 1'-0"

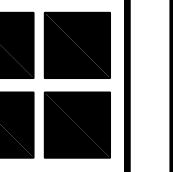


ROOF PLAN / DRUM & BELL TOWER
FLOOR PLAN
SCALE: 1/8" = 1'-0"

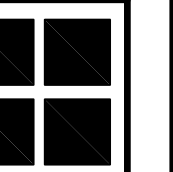
PRELIMINARY



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401 East Front Street, Traverse City, MI 49686
Tel: 231-946-7711 Fax: 231-946-7712



NEW BUILDING
ARCHANGEL GREEK ORTHODOX CHURCH
7111 U.S. 31 North, Antrim, MI 49610



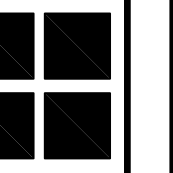
ROOF PLAN

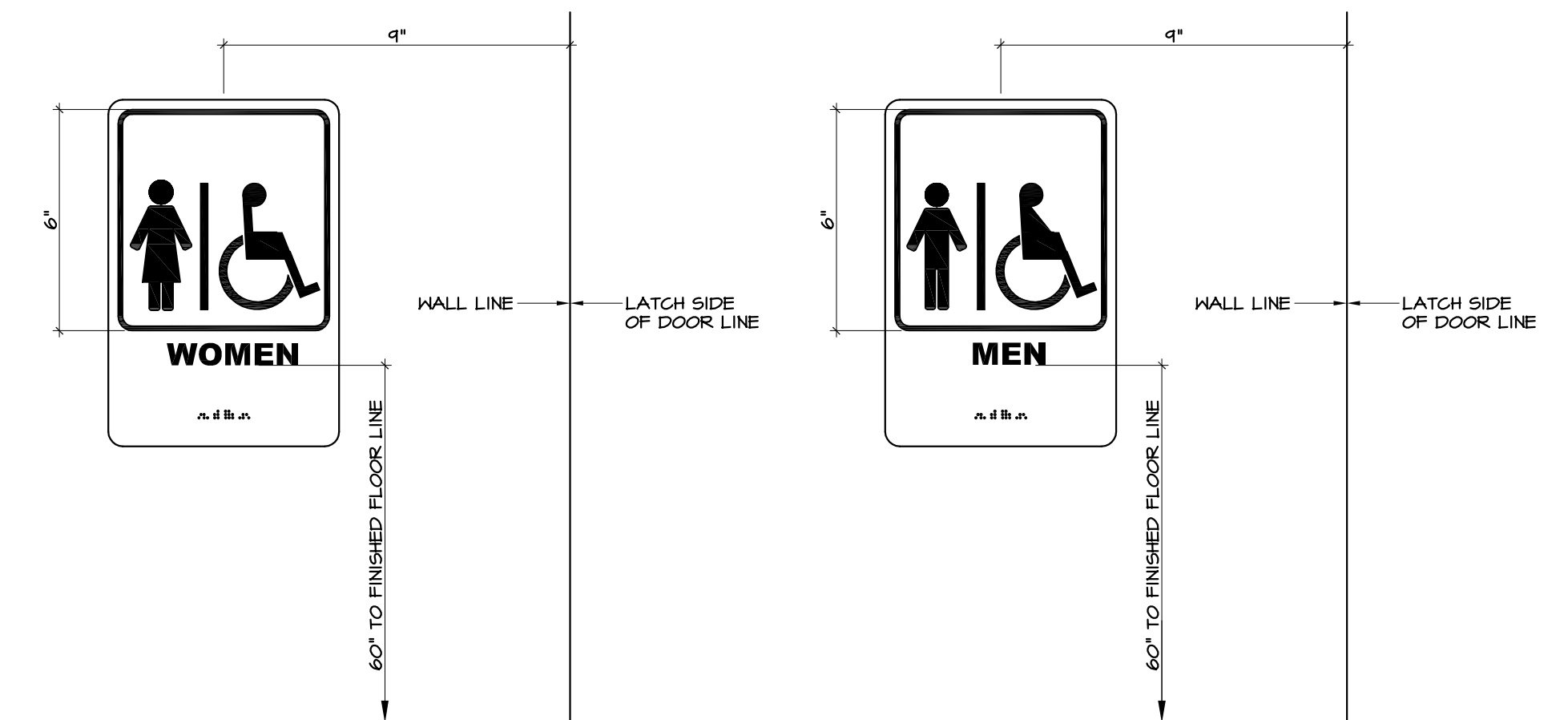
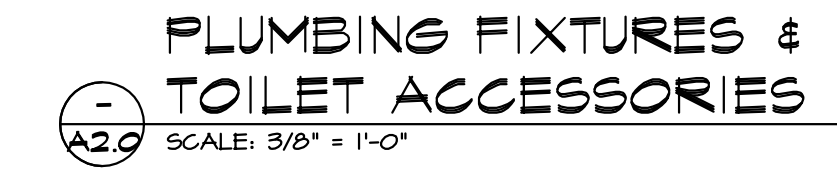
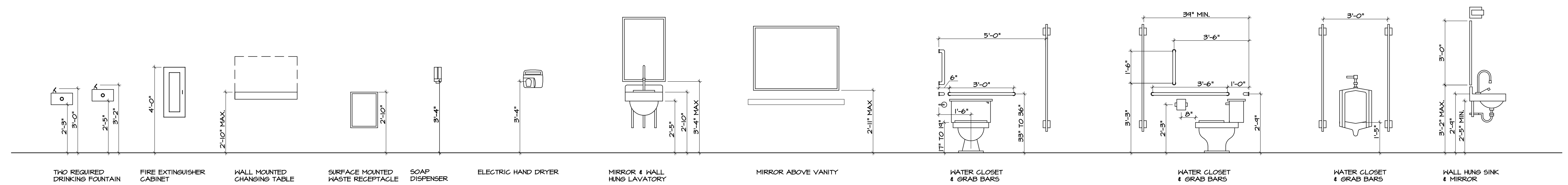
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JOB NO.
201633

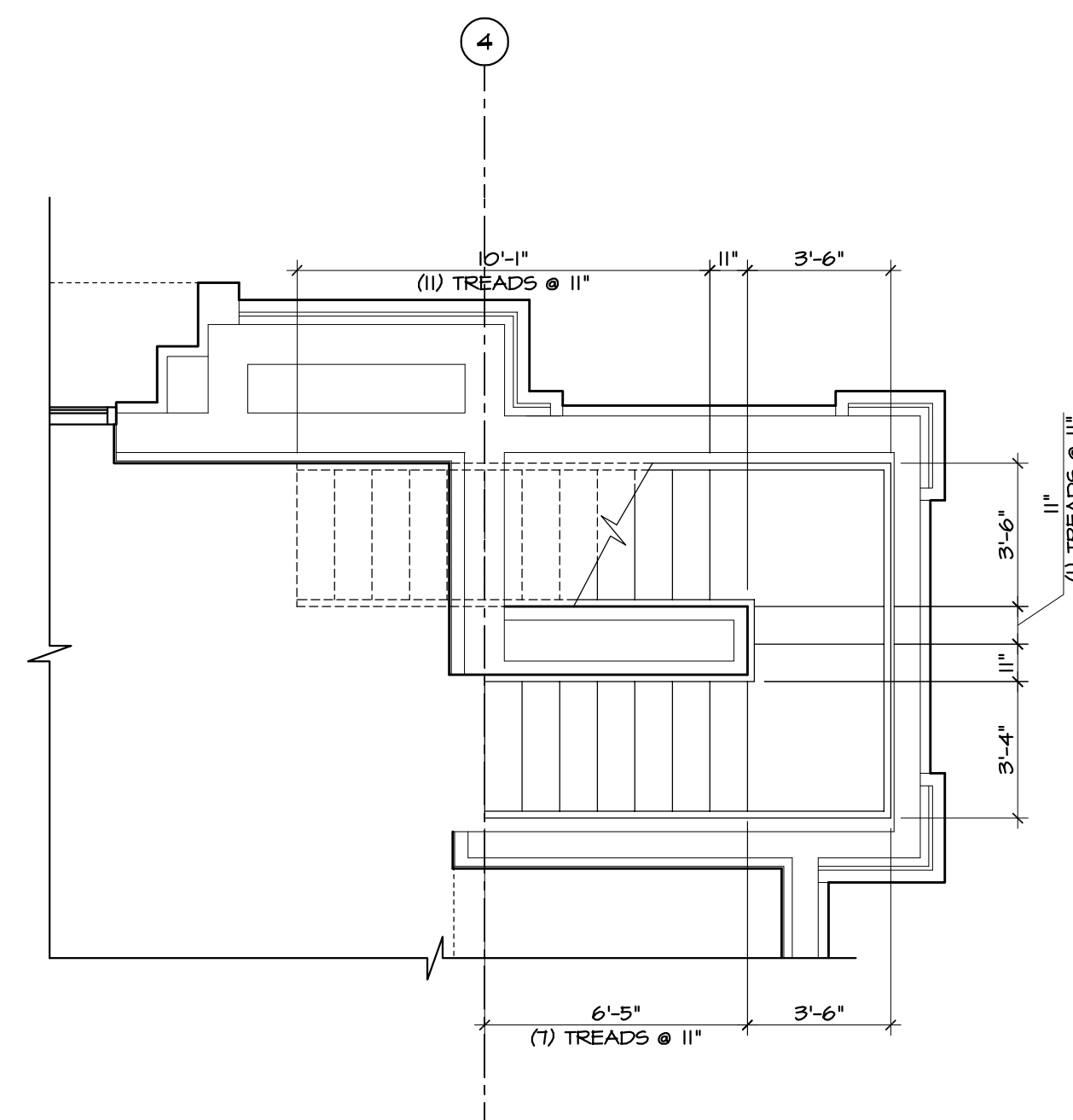
A1.3



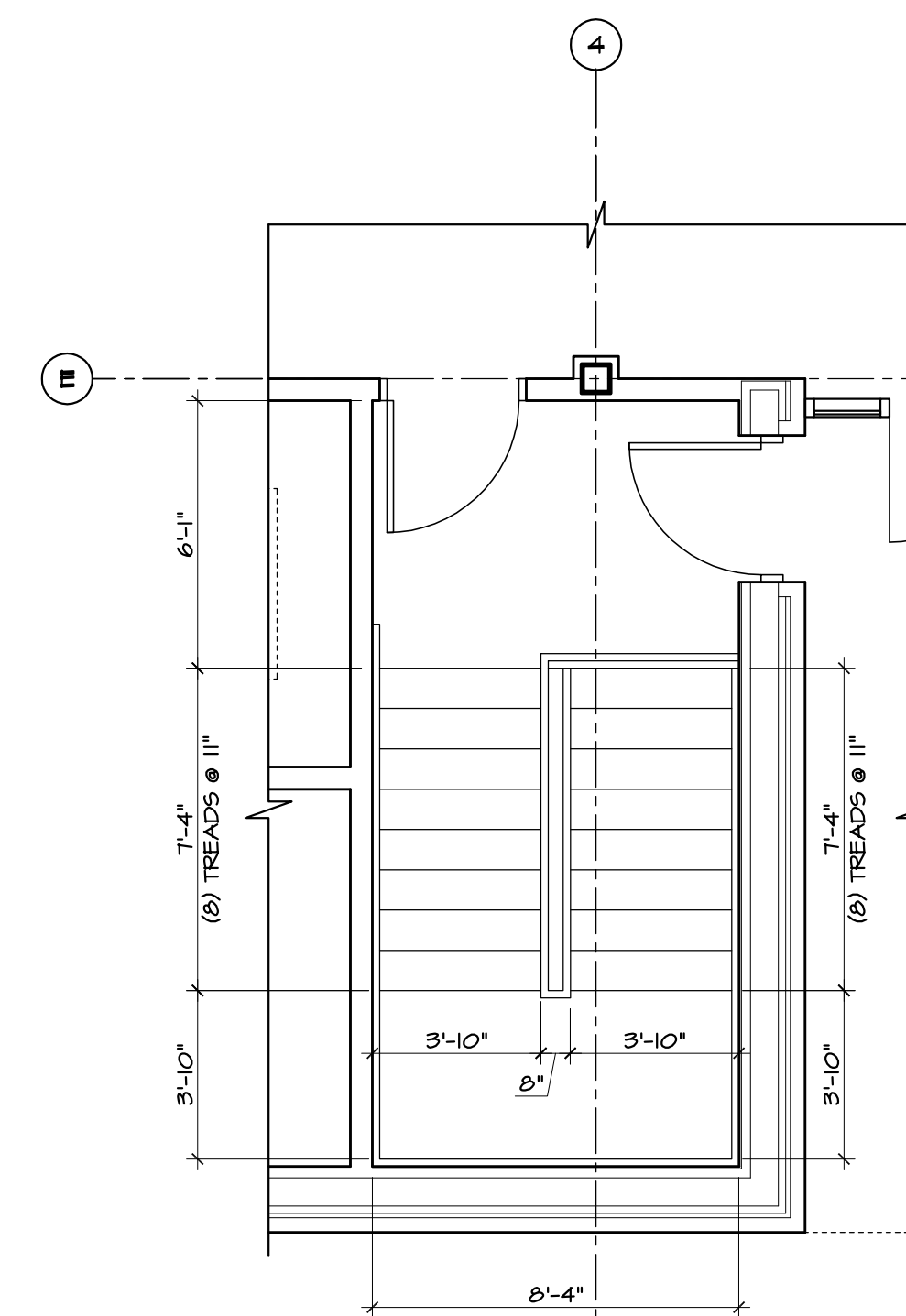


- KEYED NOTES:

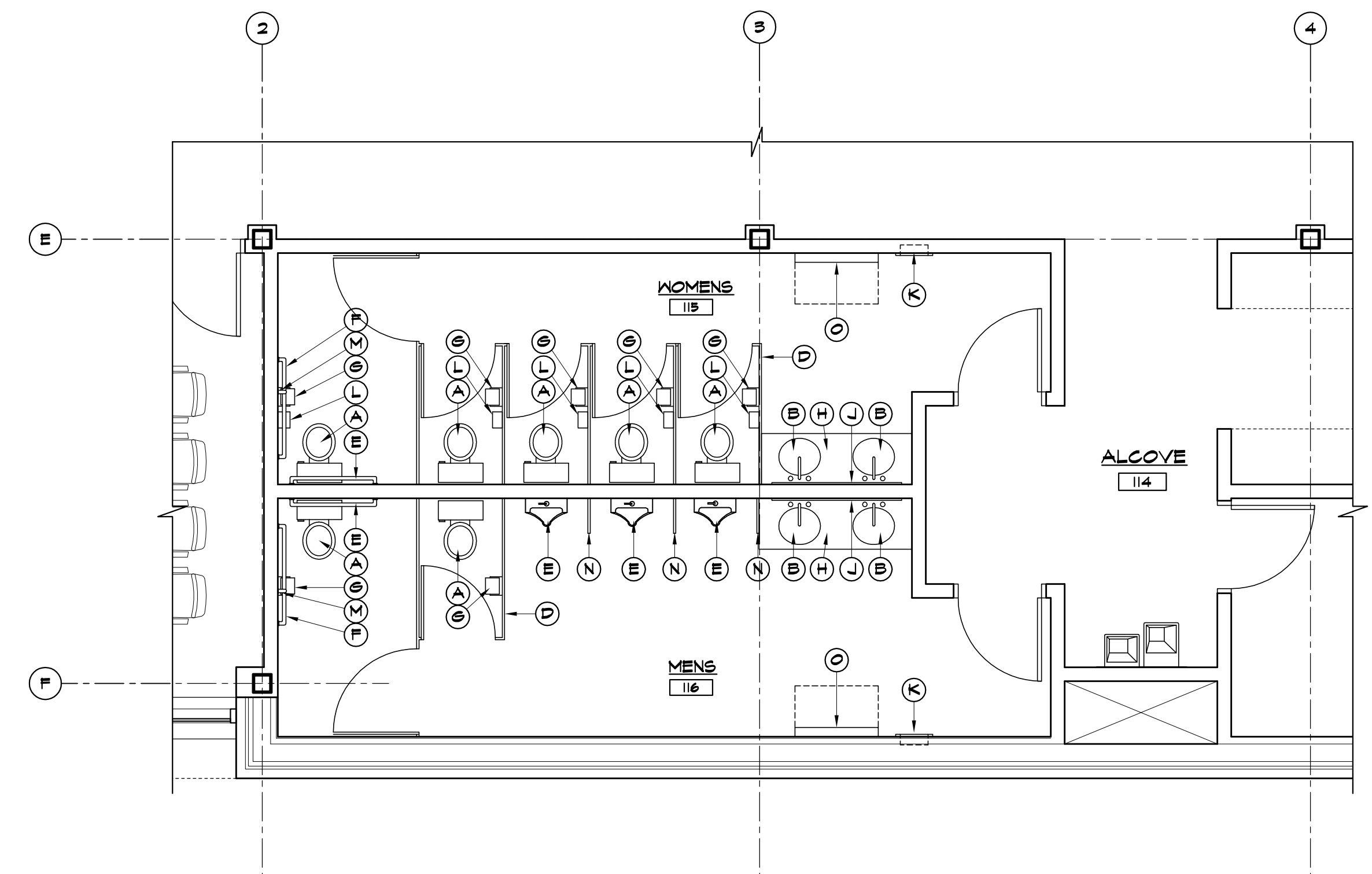
- | | | |
|--|--|--|
| (A) FLOOR MOUNTED FLUSH VALVE TOILET | (F) 42" X 1-1/2"Ø METAL GRAB BAR | (L) SANITARY NAPKIN DISPOSAL |
| (B) SINK SET IN SOLID SURFACE COUNTER TOP | (E) TOILET PAPER HOLDER | (M) 18" 1-1/2"Ø METAL GRAB BAR |
| (C) WALL-MOUNTED URINAL | (H) SOLID SURFACE COUNTER TOP W/ 4" BACK & SIDE SPLASH | (N) POWDER COATED STEEL URINAL PARTITION |
| (D) POWDER COATED STEEL TOILET PARTITION (FLOOR SUPPORT) | (J) MIRROR W/ METAL EDGE TRIM | (O) BABY CHANGING STATION |
| (E) 36" X 1-1/2"Ø METAL GRAB BAR | (K) COMBINATION PAPER TOWEL DISPENSER AND WASTE RECEPTACLE, RECESSED - "ISOBLOCK" B-364 (TOWEL LINE 3'-4" ABOVE FLOOR) | |



3 ENLARGED PLAN
A2.0 SCALE: 3/8" = 1'-0"



2 ENLARGED PLAN
A2.9 SCALE: 3/8" = 1'-0"



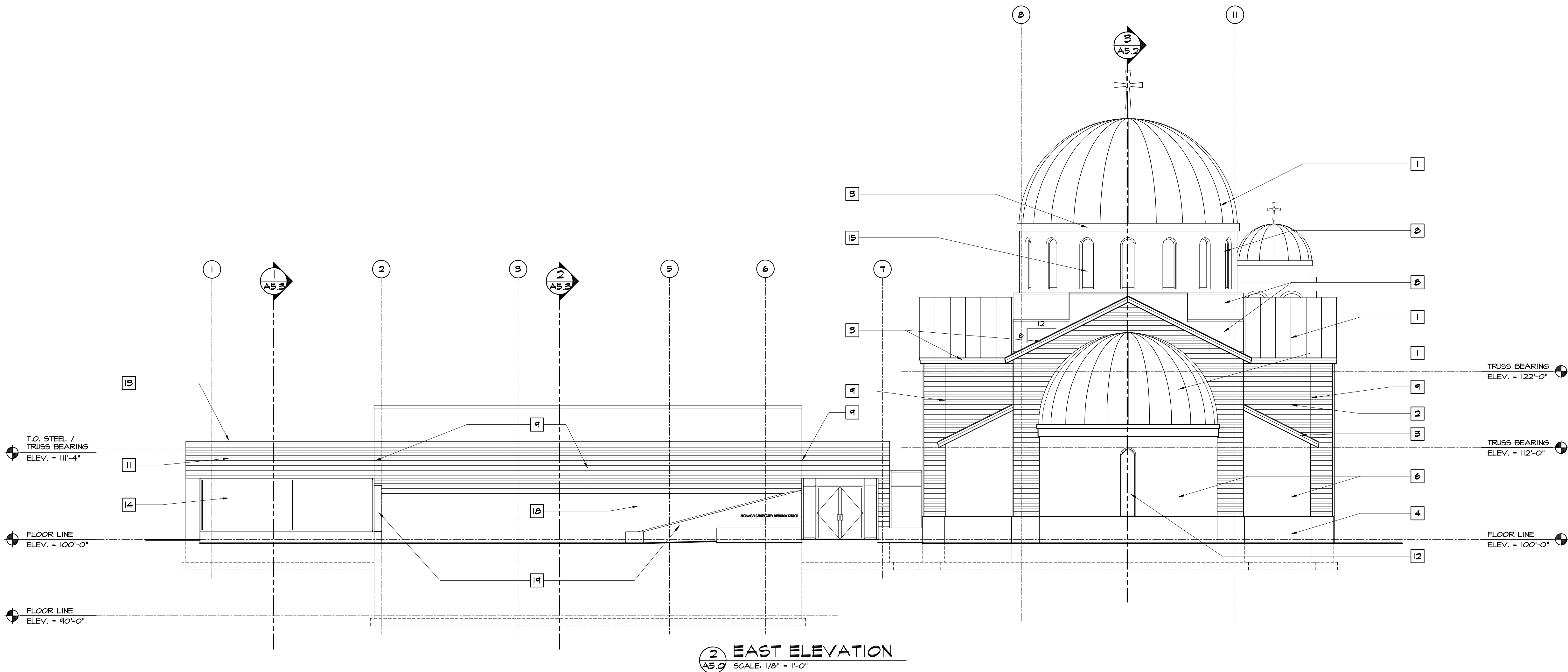
ENLARGED TOILET ROOM PLAN
SCALE: 1/4" = 1'-0"

PRELIMINARY

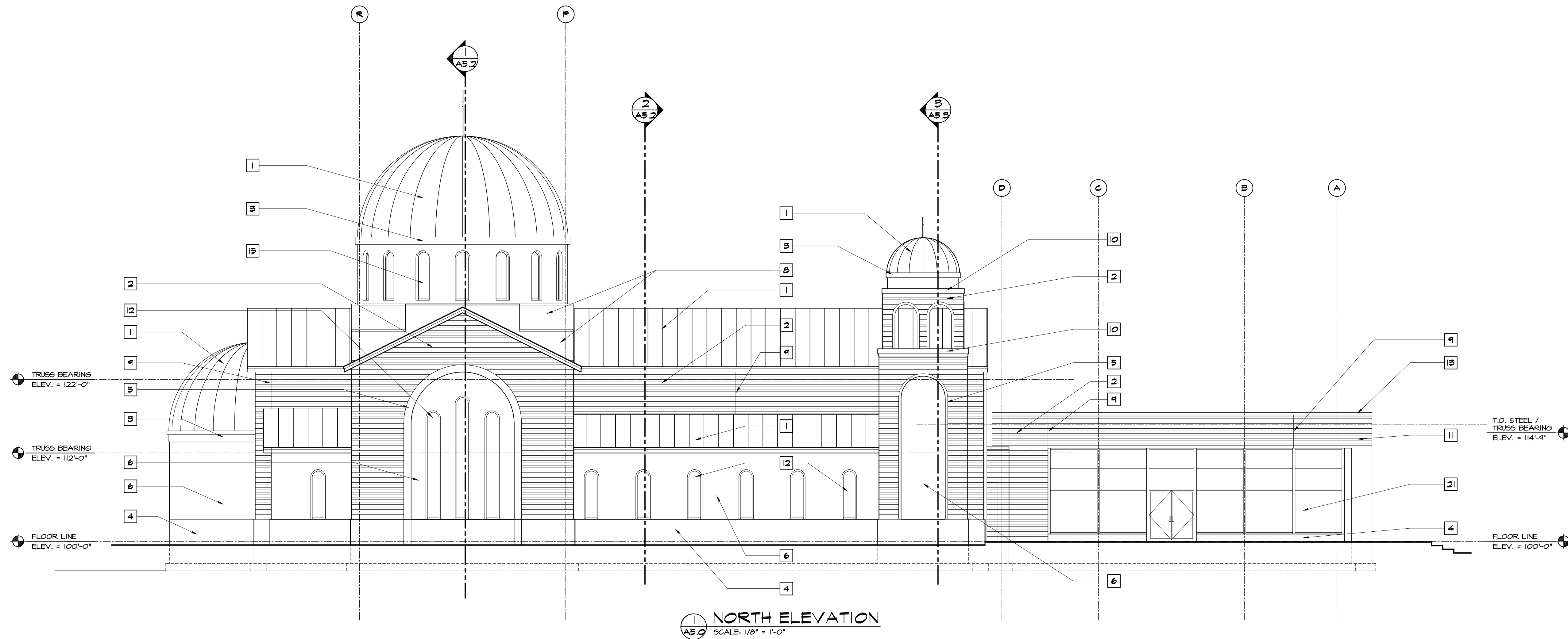


KEYED NOTES

- 1 PRE-FINISHED STANDING SEAM METAL ROOFING
- 2 STONE / MASONRY VENEER ON 8" CMU BACKING + AIR-BARRIER & CAVITY INSULATION
- 3 PRE-FINISHED METAL ROOF EDGE / TRIM - TO MATCH S.S. ROOF
- 4 CAST STONE BASE OVER CMU BACKING
- 5 CAST STONE ARCH "BAND" OVER CMU BACKING
- 6 EIFS OVER AIR-BARRIER ON CMU BACKING
- 7 EIFS ARCH SOFFIT OVER AIR-BARRIER ON EXTERIOR GYPSUM SHEATHING ON METAL STUD FRAMING
- 8 EIFS OVER AIR-BARRIER ON EXTERIOR SHEATHING ON METAL STUD WALL FRAMING
- 9 STONE / MASONRY CONTROL JOINT
- 10 CAST STONE ACCENT BAND
- 11 STONE / MASONRY VENEER OVER AIR SPACE + AIR-BARRIER ON EXTERIOR SHEATHING OVER METAL STUD WALL FRAMING
- 12 CLEAR PROTECTIVE GLASS PANEL OVER STAINED GLASS WINDOW
- 13 PRE-FINISHED METAL EDGE ROOF COPING
- 14 1" INSULATED TINTED GLASS IN PRE-FINISHED ALUMINUM FRAMING
- 15 1" CLEAR INSULATED GLASS IN PRE-FINISHED ALUMINUM FRAMING
- 16 STONE VENEER @ BELL TOWER
- 17 EXTERIOR COVERED ENTRANCE CANOPY
- 18 SLOPED LANDSCAPE BURN W/ GRASS COVER
- 19 REINF. POURED CONC. RETAINING WALL W/ TOP SLOPED TO MATCH GRADE
- 20 NOT USED
- 21 1" INSULATED TINTED GLASS IN PRE-FINISHED ALUMINUM CURTAINWALL SYSTEM WITH 6" EXTENDED CAPS

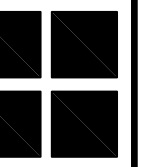


2 EAST ELEVATION
SCALE: 1/8" = 1'-0"

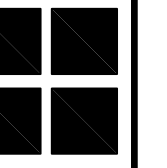


1 NORTH ELEVATION
SCALE: 1/8" = 1'-0"

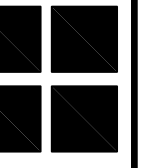
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NEW BUILDING
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7111 U.S.-31 North, Arcata, MI 49610



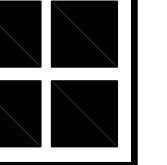
EXTERIOR ELEVATIONS

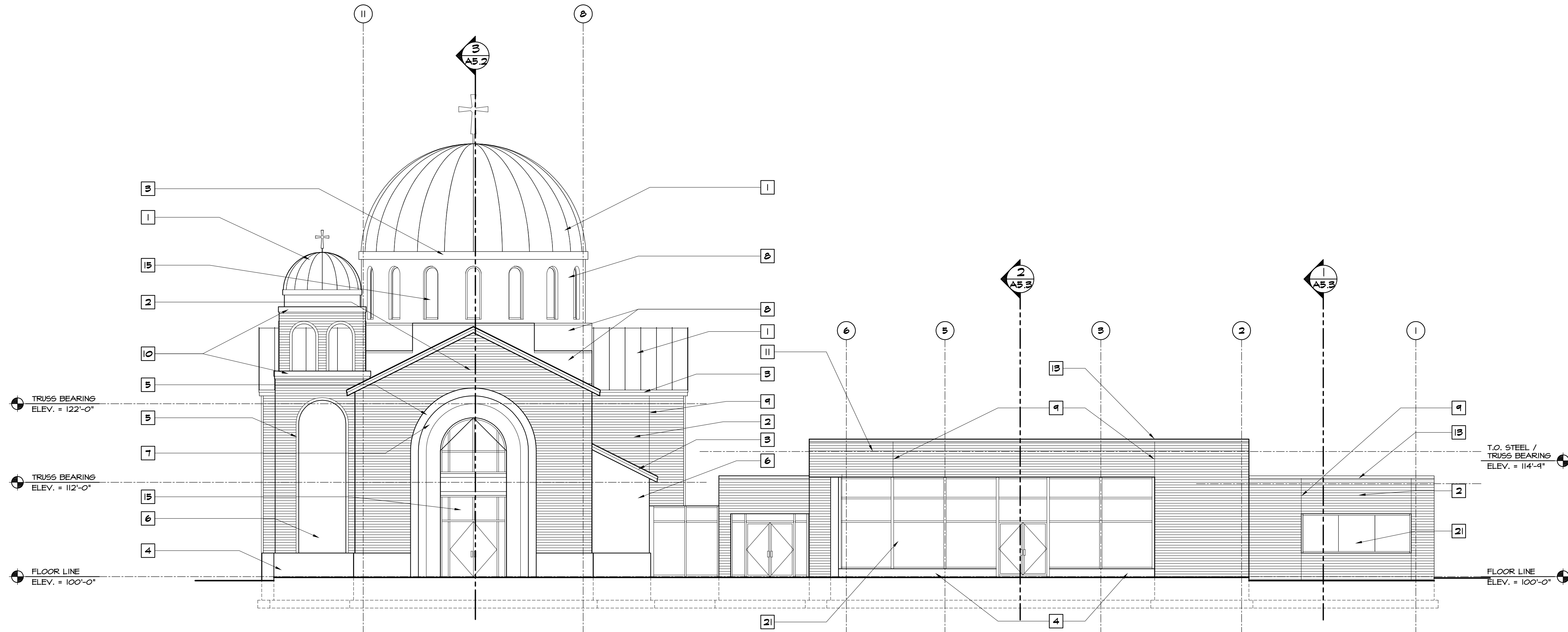
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1-12-17

REVISIONS

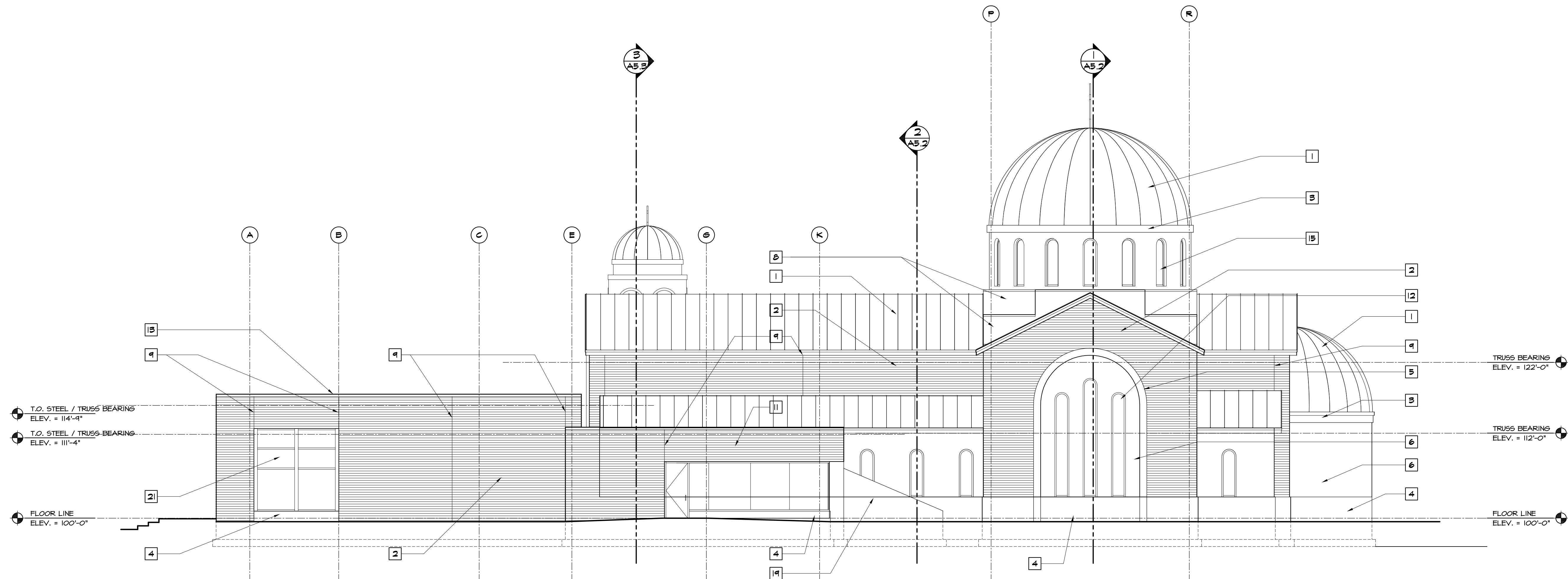
JOB NO.
201633

A5.0





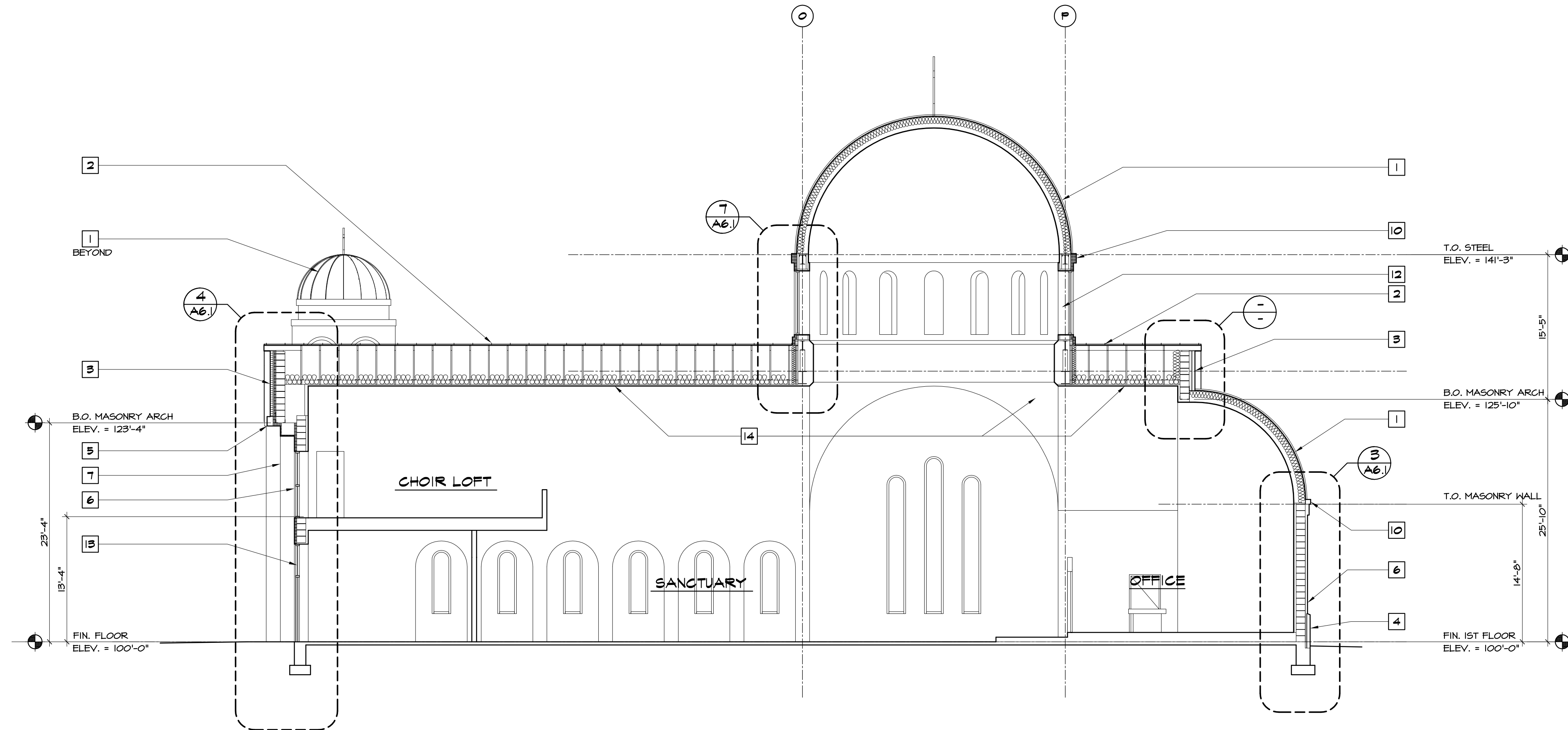
2 WEST ELEVATION
SCALE: 1/8" = 1'-0"



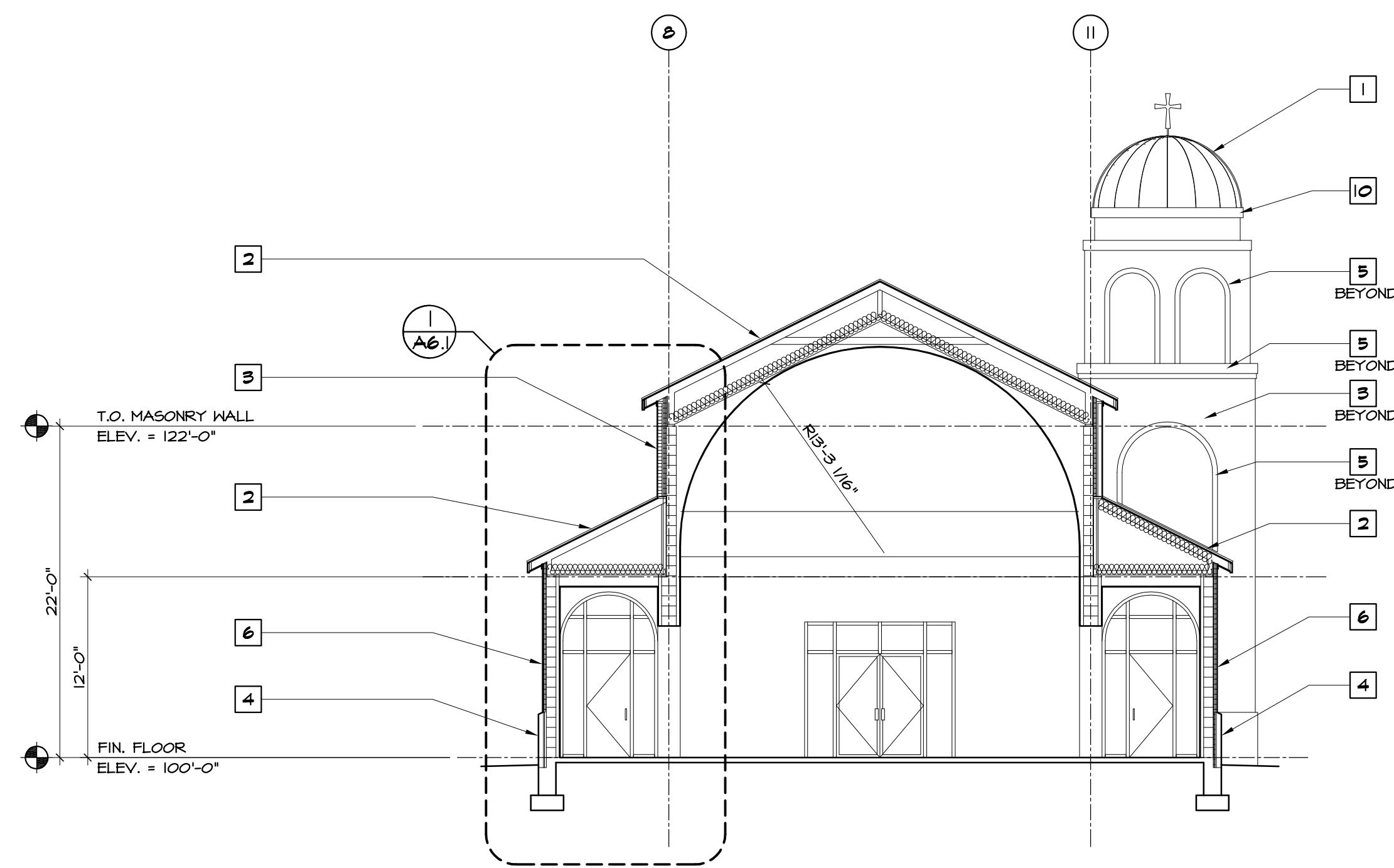
1 SOUTH ELEVATION
SCALE: 1/8" = 1'-0"

KEYED NOTES

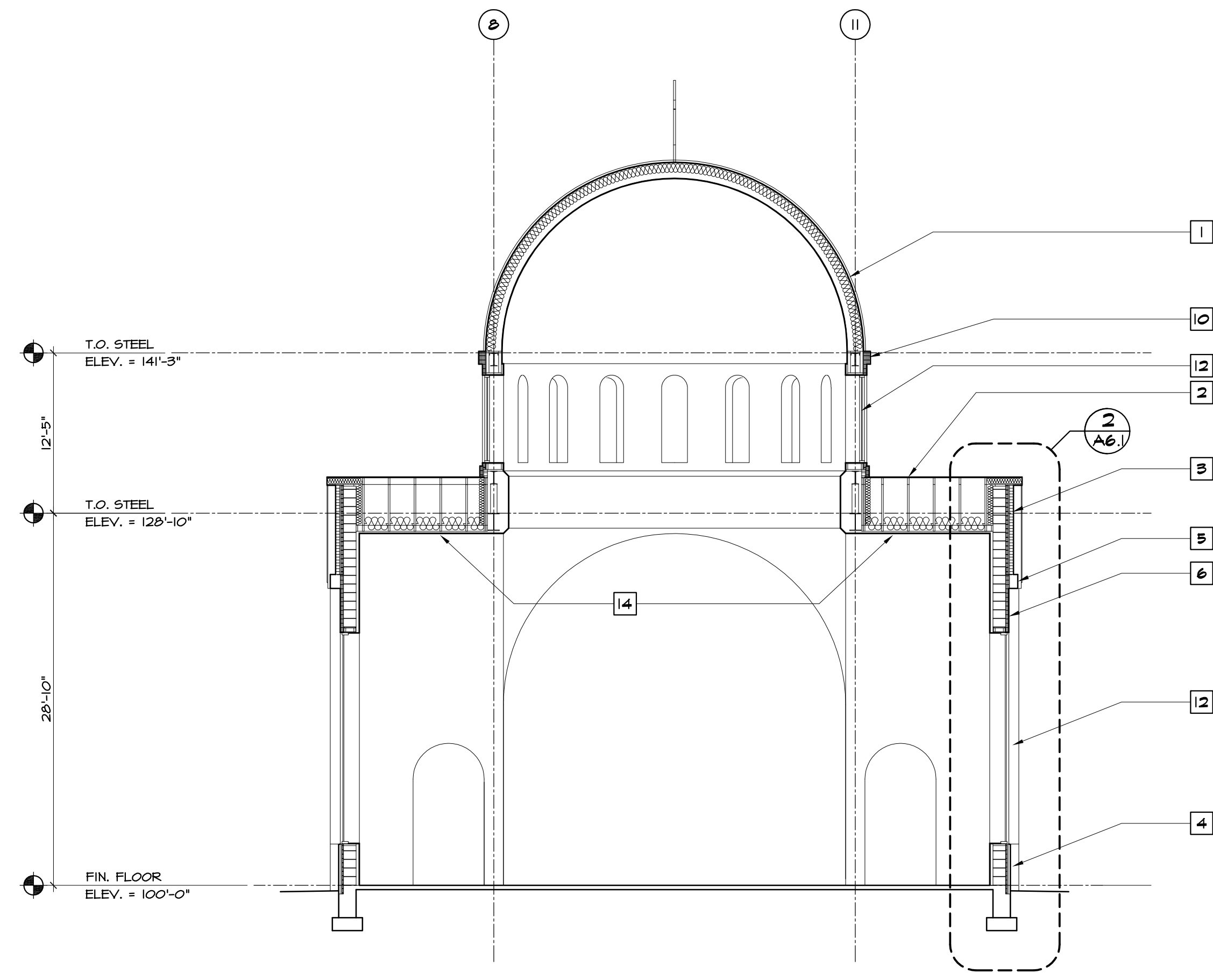
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3 BUILDING SECTION
SCALE: 1/8" = 1'-0"



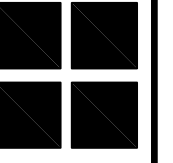
2 BUILDING SECTION
SCALE: 1/8" = 1'-0"



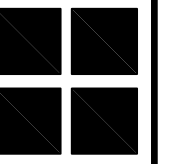
1 BUILDING SECTION
SCALE: 1/8" = 1'-0"

KEYED NOTES

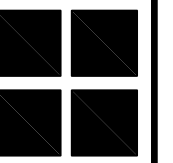
- 1 PRE-FINISHED TAPERED STANDING SEAM METAL ROOFING OVER ICE & WATER BARRIER ON EXTERIOR ROOF SHEATHING OVER PRE-ENGINEERED METAL STUD FRAMING
- 2 PRE-FINISHED STANDING SEAM METAL ROOFING OVER ICE & WATER BARRIER ON EXTERIOR ROOF SHEATHING OVER PRE-ENGINEERED WOOD ROOF TRUSSES
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- 13 1" CLEAR INSULATED GLASS IN PRE-FINISHED ALUMINUM STORE FRONT SYSTEM
- 14 5/8" GYP. BD. ON SUSPENDED METAL FRAMING HUNG FROM PRE-ENGINEERED WOOD ROOF TRUSSES



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NEW BUILDING
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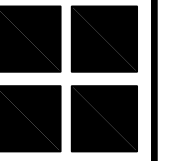
BUILDING SECTIONS

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1-12-17

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JOB NO.
201633

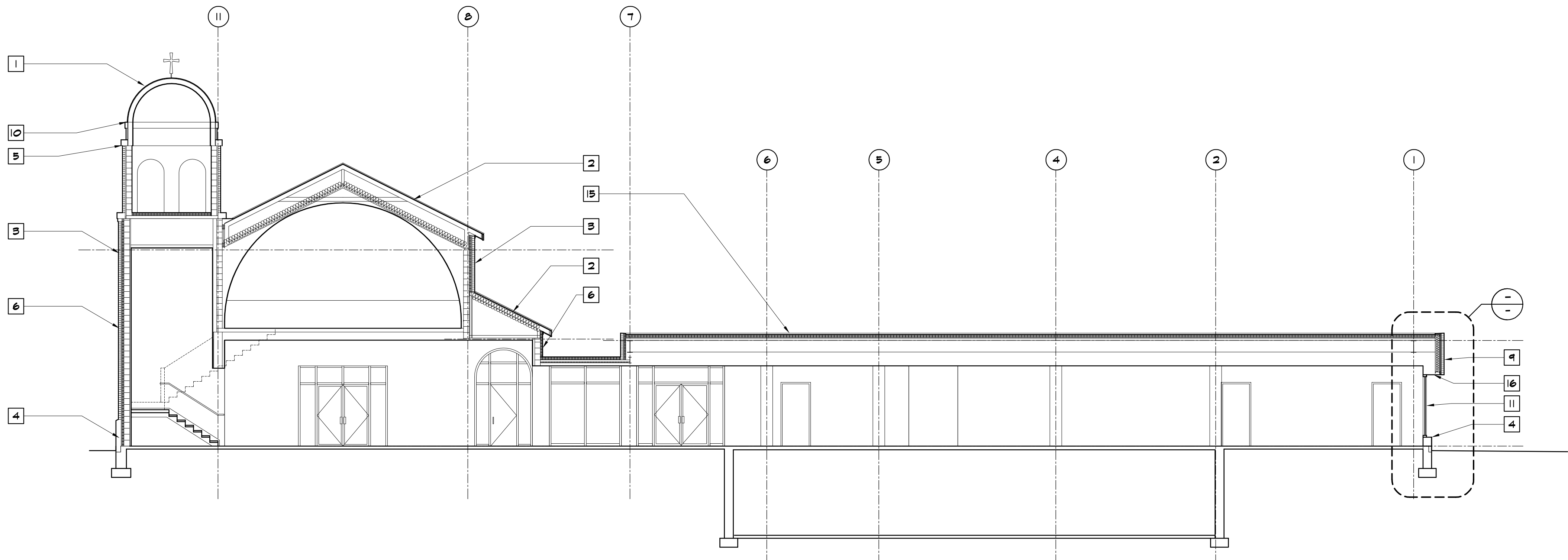
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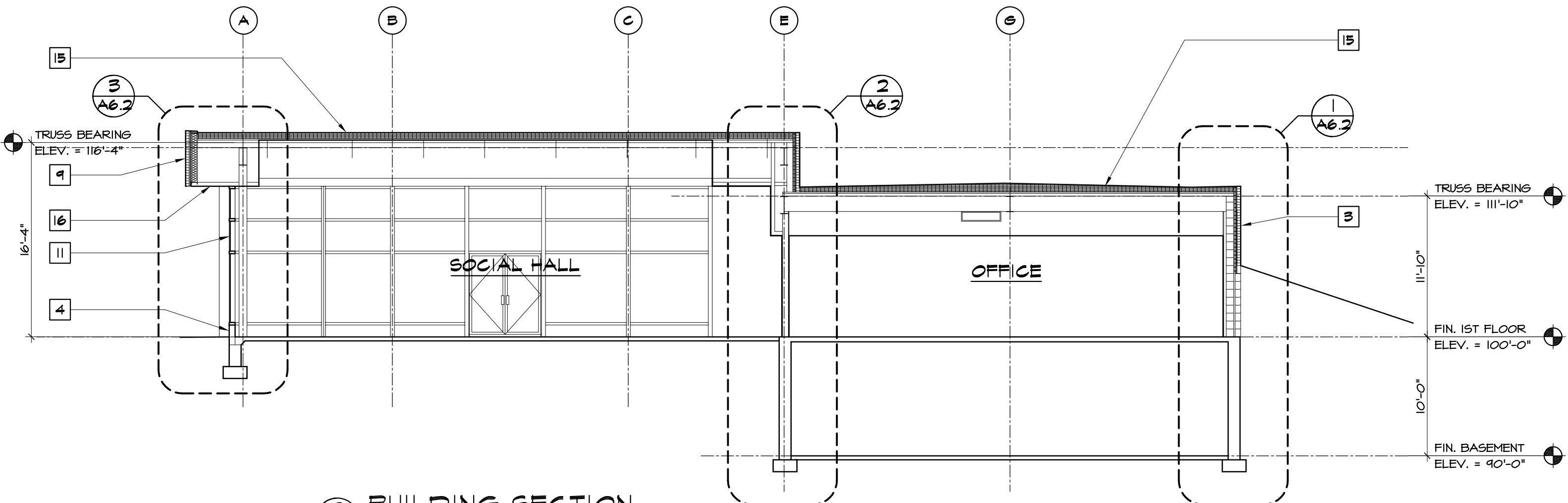
PRELIMINARY

KEYED NOTES

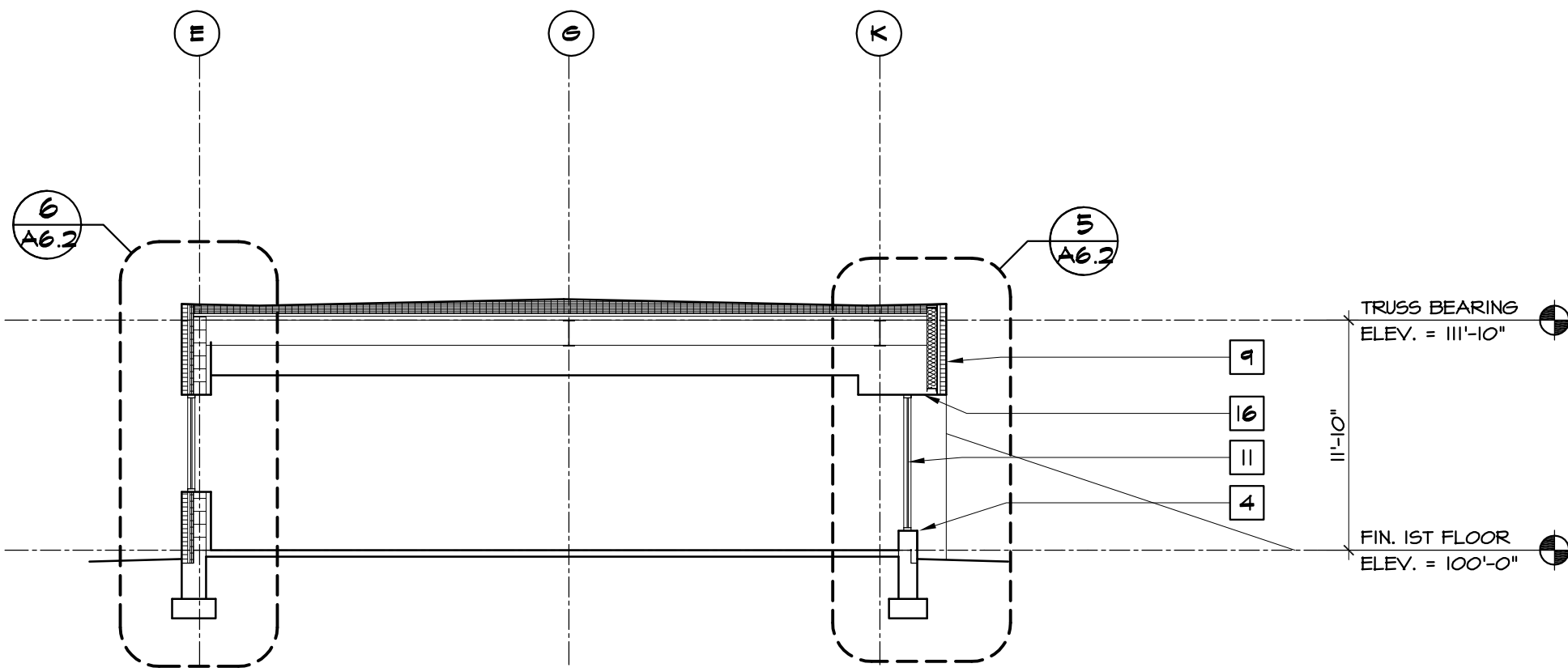
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- 14 5/8" GYP. BD. ON SUSPENDED METAL FRAMING HUNG FROM PRE-ENGINEERED WOOD ROOF TRUSSES
- 15 FULLY ADHERED MEMBRANE ROOFING OVER TAPERED RIGID INSULATION ON METAL DECK - SEE STRUCTURAL DRAWINGS
- 16 LINEAR METAL SOFFIT PANEL (SIMULATED WOOD GRAIN) OVER SUSPENDED LIGHT GAUGE METAL FRAMING



3 BUILDING SECTION
A5.3 SCALE: 1/8" = 1'-0"

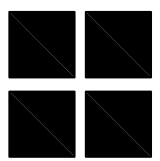


2 BUILDING SECTION
A5.3 SCALE: 1/8" = 1'-0"



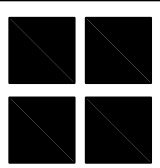
1 BUILDING SECTION
A5.3 SCALE: 1/8" = 1'-0"

PRELIMINARY



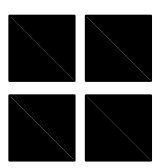
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NEW BUILDING
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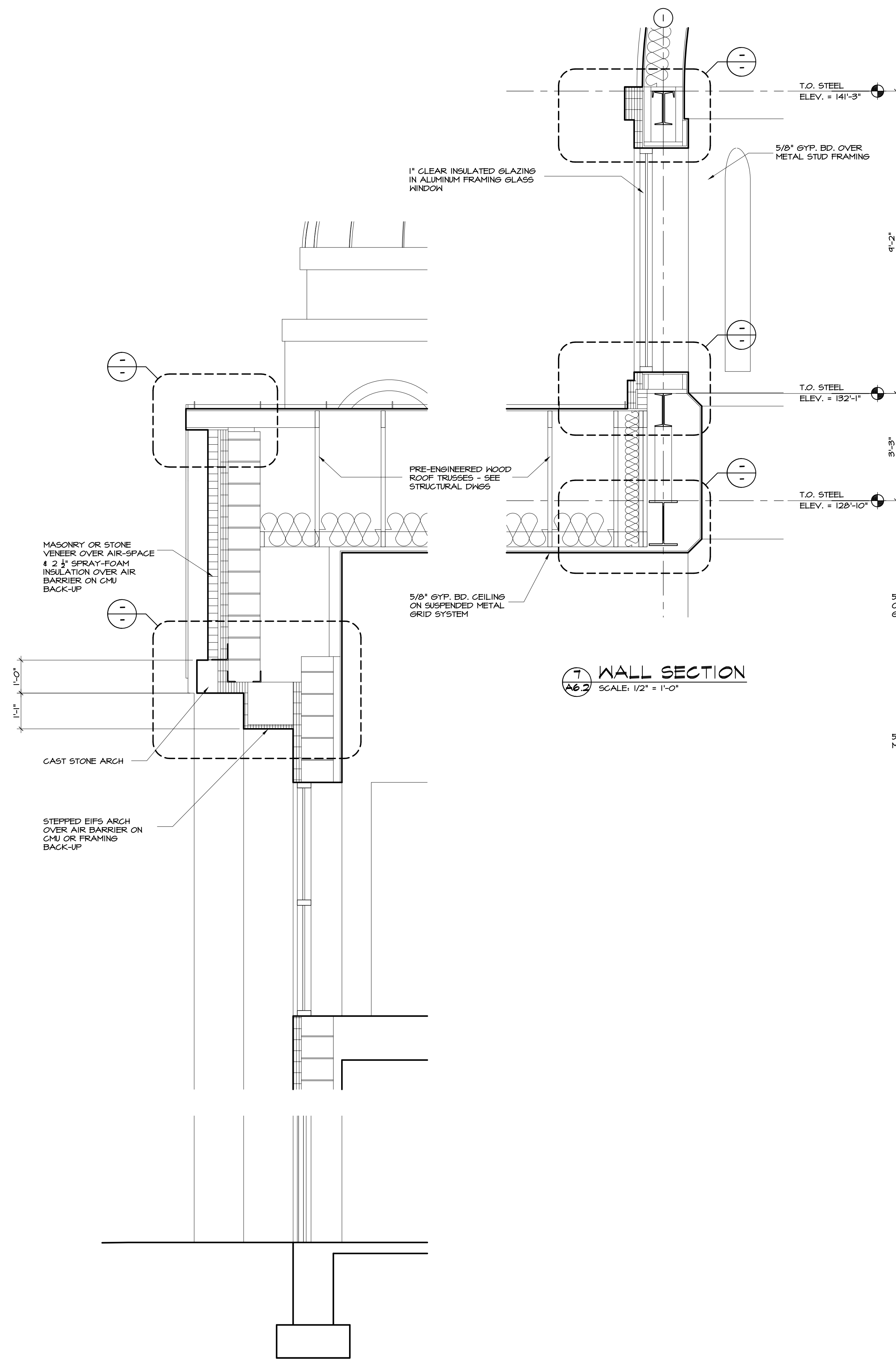


BUILDING SECTIONS

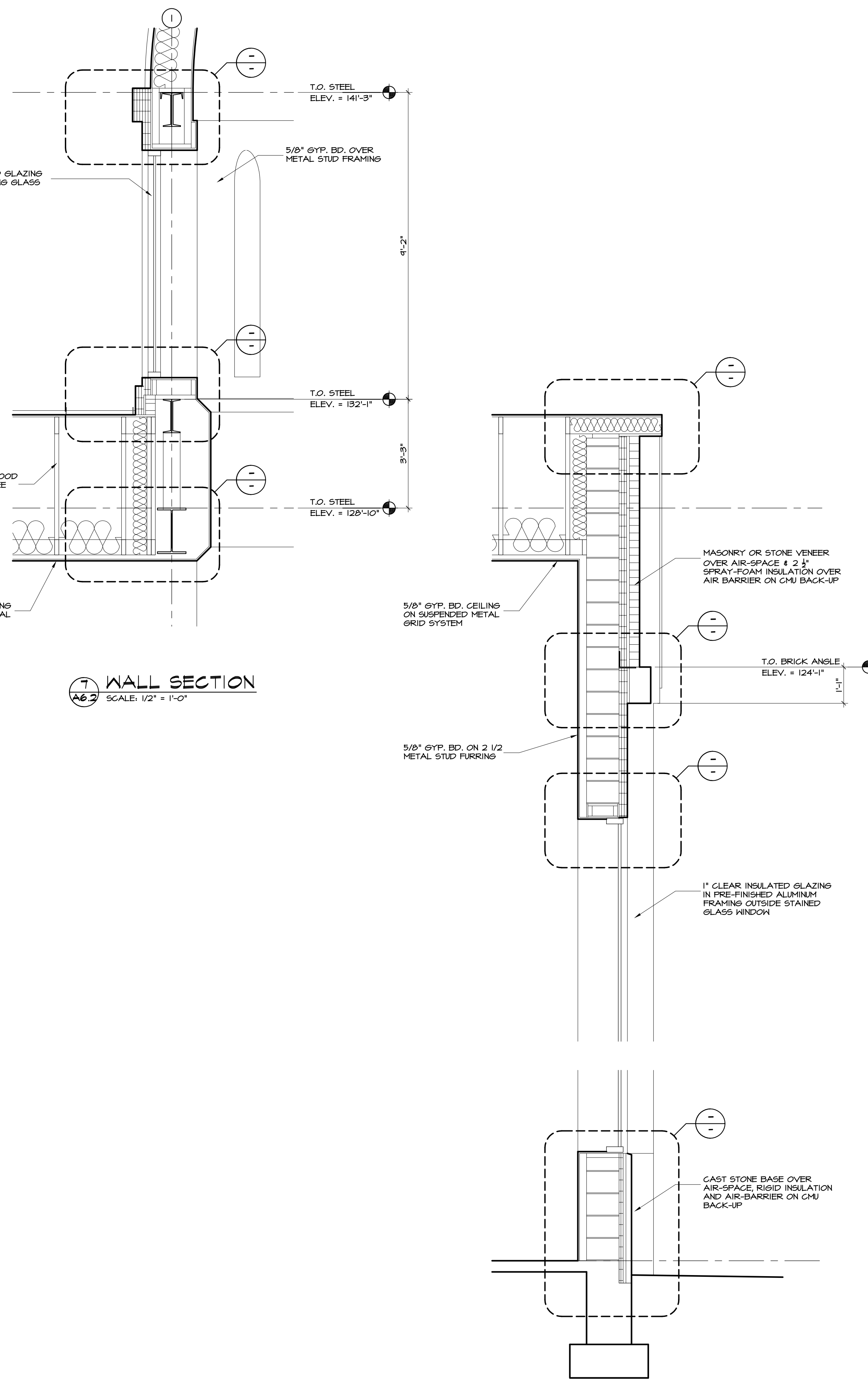
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JOB NO.	201633

A5.3

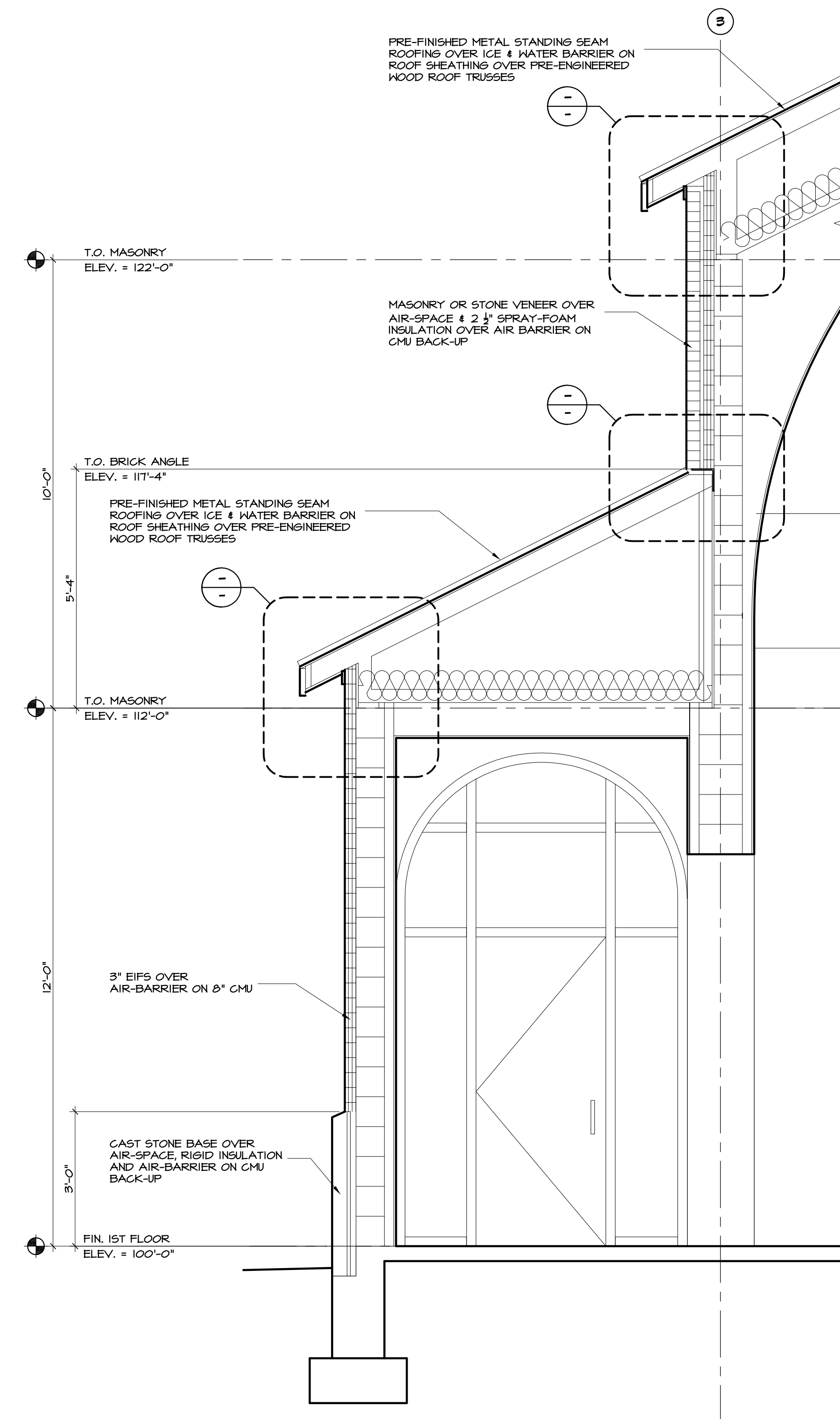




4 WALL SECTION
SCALE: 1/2" = 1'-0"

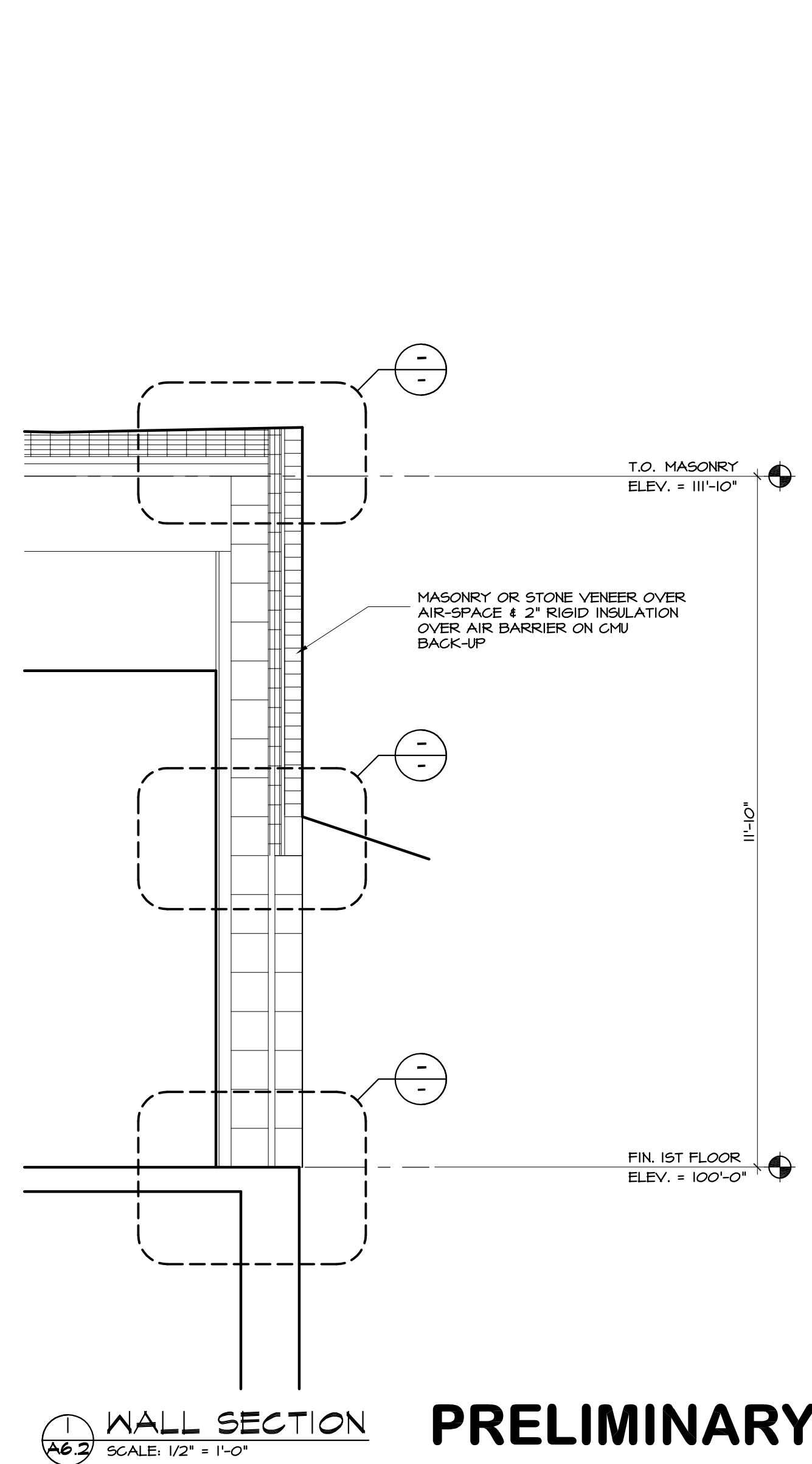
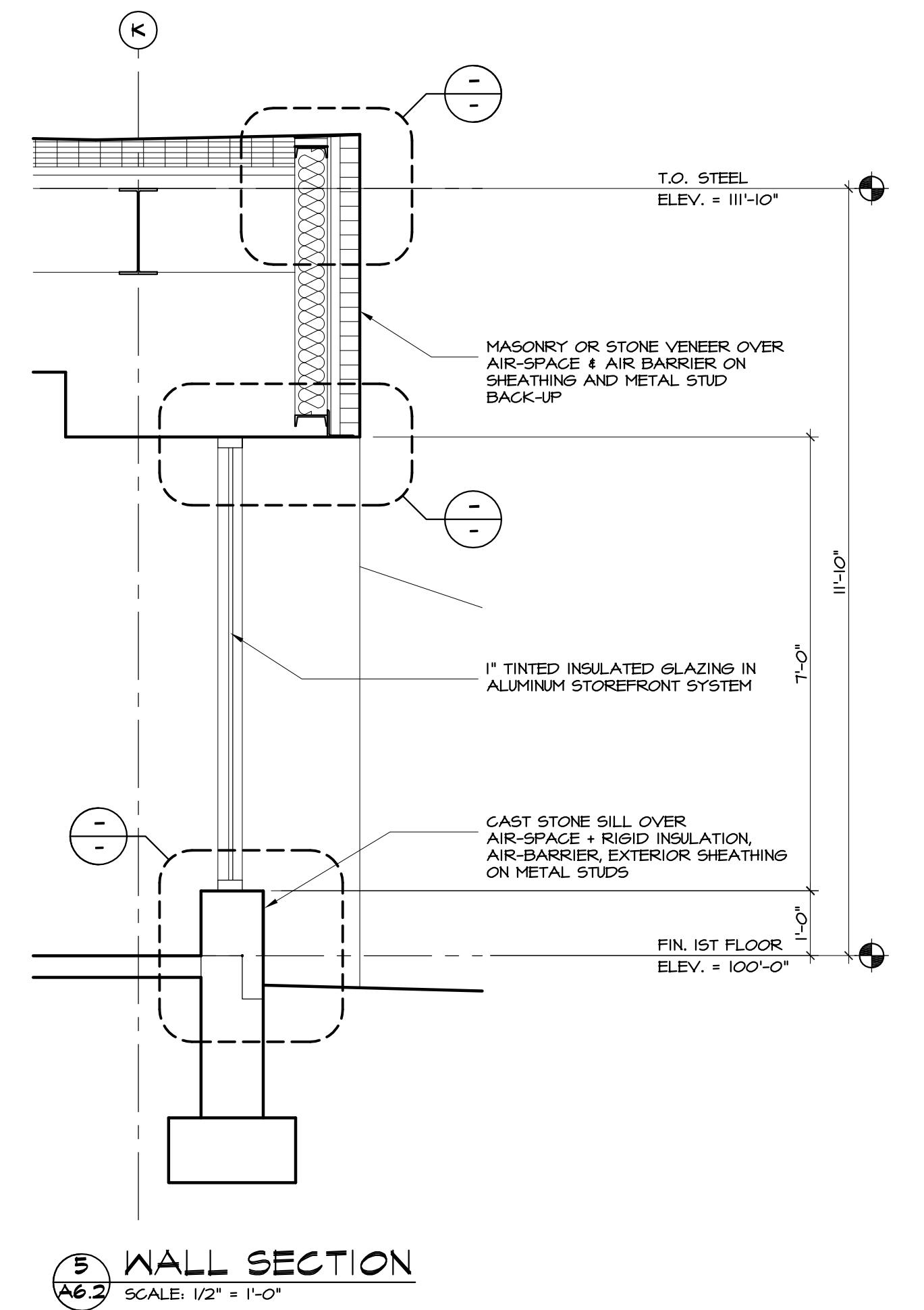
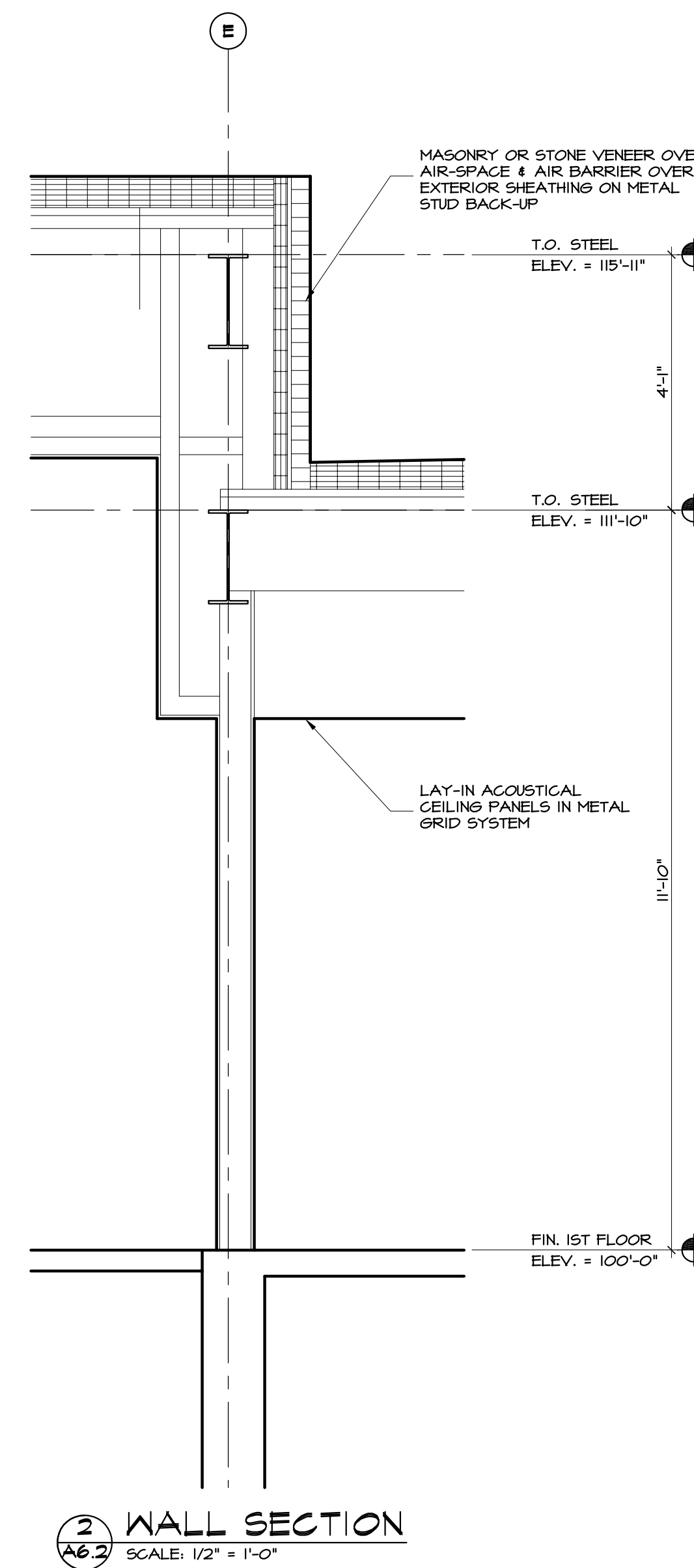
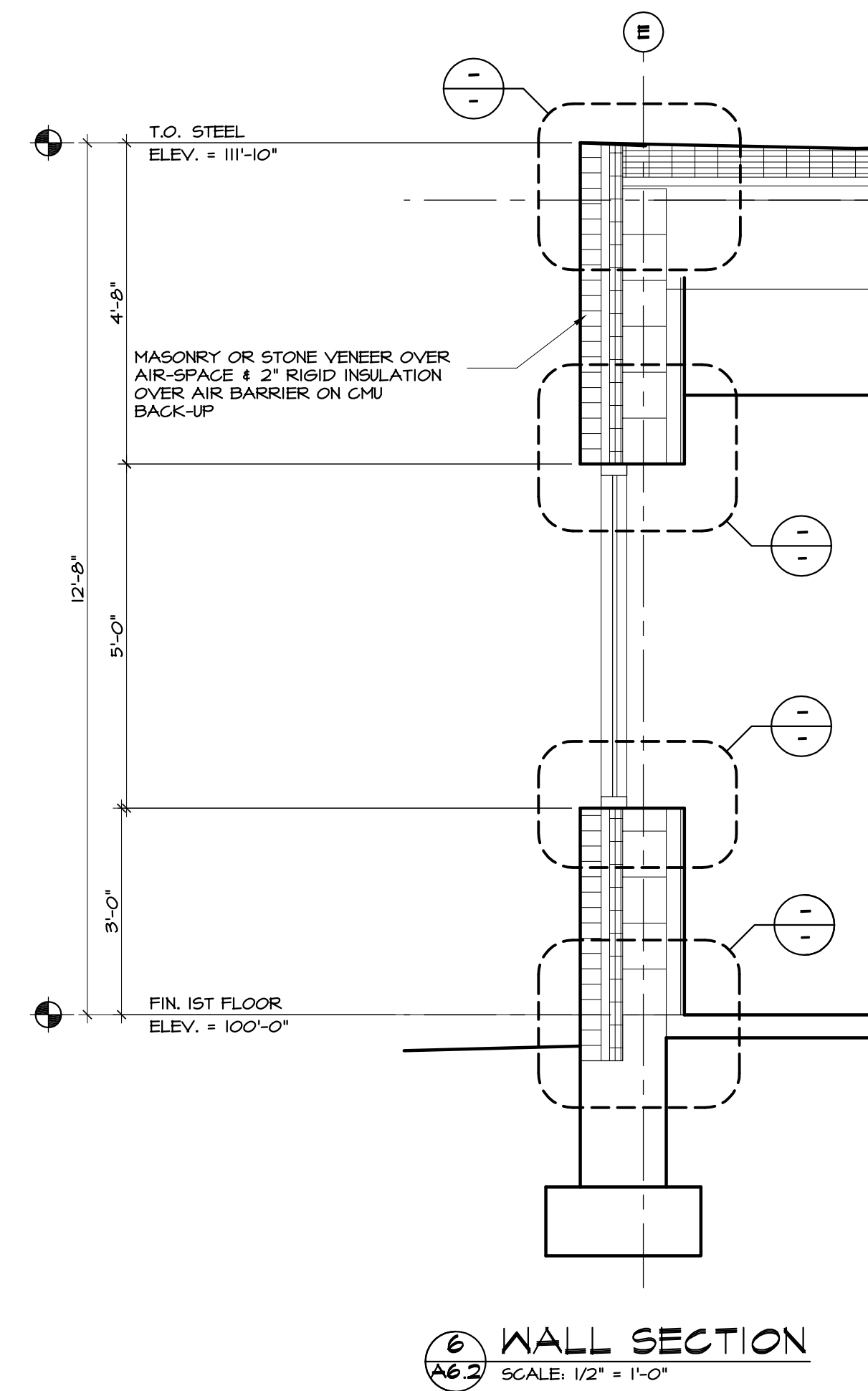
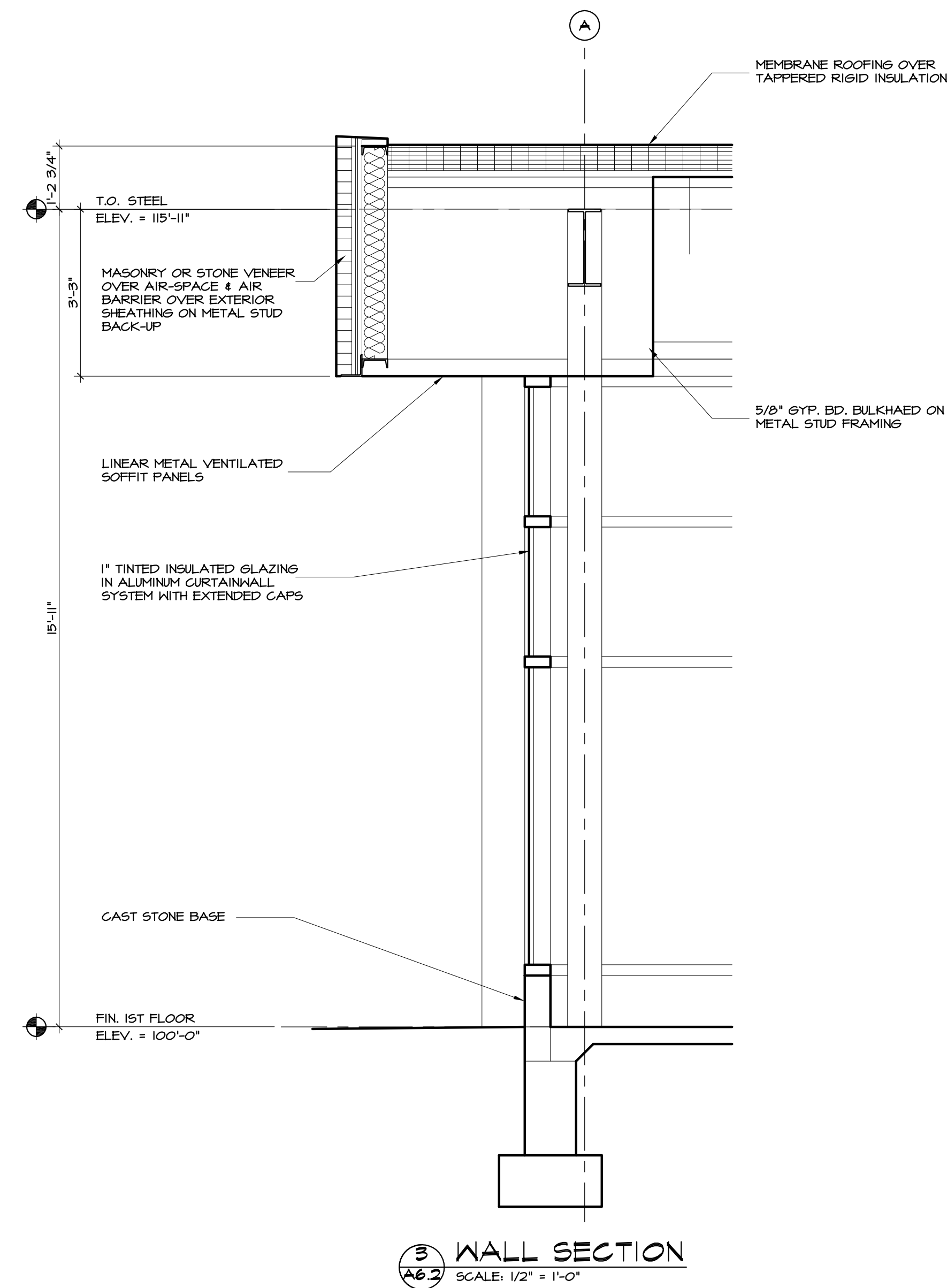


2 WALL SECTION
SCALE: 1/2" = 1'-0"



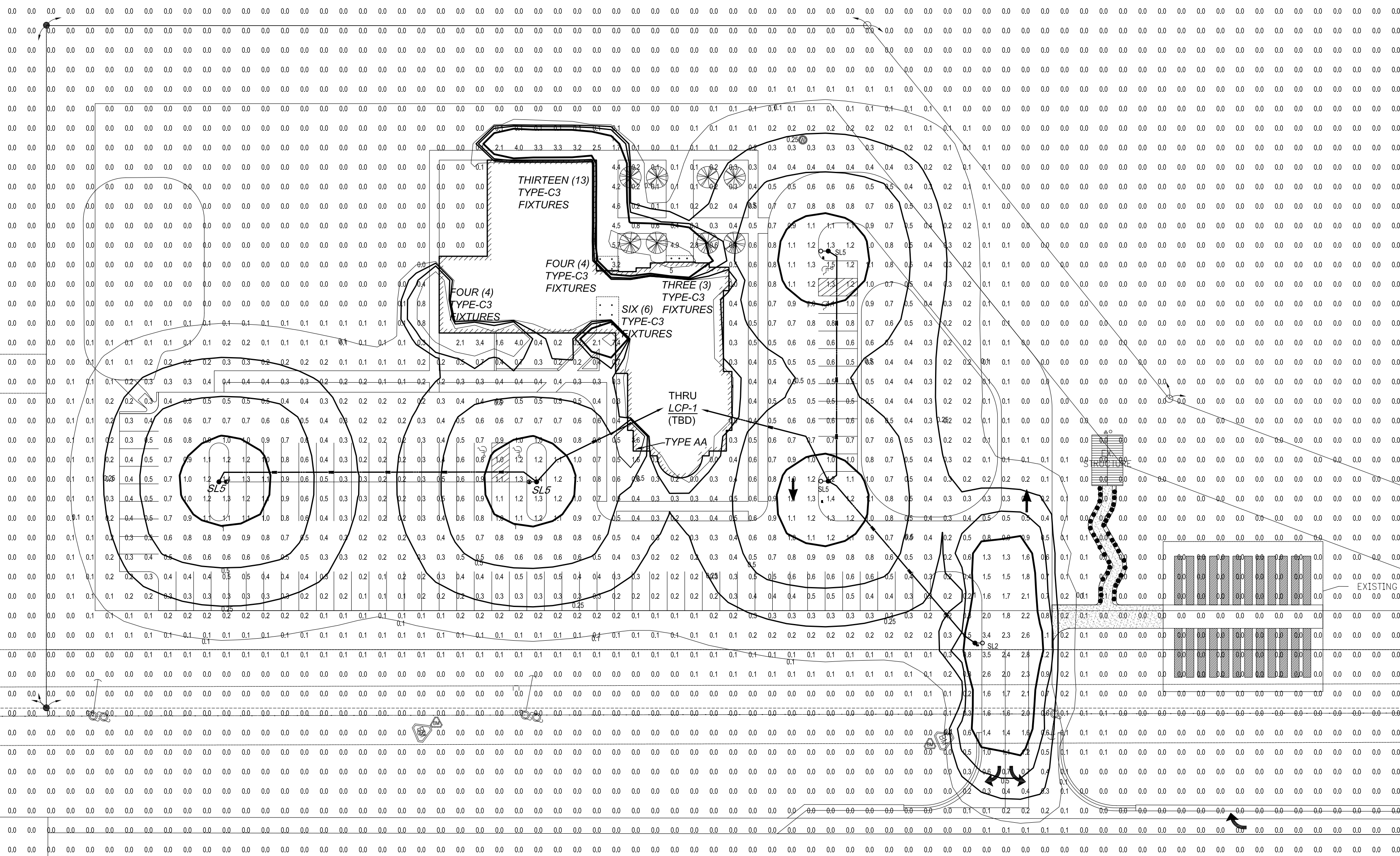
1 WALL SECTION
SCALE: 1/2" = 1'-0"

PRELIMINARY



PRELIMINARY

NO SCALE
PROVIDE FLUSH GRADE JUNCTION BOX AT BASE OF POLE, AS REQUIRED.



AA	Mount	Description	Lumen	Temp	CRI	Watts	Volt	Dim	Manufacturer	Catalog #	Notes	Type
A4	Surface Wall	ADA Exterior Wall Pack	800	3000K	80	11	120-277	ND	Ligman Ltg.	#30001-11w-W30-XX-120/277v	Mntd. so that bottom of fixture is approx. 8'-6" AFG	AA
C3	Recessed	4" Diameter LED Downlight w/ Haze Reflector and Diffuse Lens	720	3500K	90	13	120-277	0-10V	Halo Ltg.	#H457ICAT1E-LE046935-TL410H	---	C3
SL2	Pole/Arm	Single LED Shoebox with 20' Composite Pole	10,561	3000K	80	113	120-277	ND	McGraw-Edison & Shakespear	#GLEON-AF-02-LED-E1-SL2-8030-XX-LCF with #SA5-20-S1-OPSH-AR-5	BUG Rating (B2-U0-G3) - XX denotes standard finish as selected by the Architect.	SL2
SL5	Pole/Arm	Single LED Shoebox with 20' Composite Pole	11,355	3000K	80	113	120-277	ND	McGraw-Edison & Shakespear	#GLEON-AF-02-LED-E1-5WQ-8030-XX-LCF with #SA5-20-S1-OPSH-AR-5	BUG Rating (B4-U0-G2) - XX denotes standard finish as selected by the Architect.	SL5

Calculation Summary							
Label	CalcType	Units	Avg	Max	Min	Avg/Min	Max/Min
Site Lighting Planar	Illuminance	Fc	0.2	7.4	0.0	N.A.	N.A.
Parking Areas	Illuminance	Fc	0.6	1.5	0.1	6.0	15.0
Site Drive Areas	Illuminance	Fc	0.7	2.8	0.0	N.A.	N.A.





STEVE LARGENT
DRAIN COMMISSIONER
GRAND TRAVERSE COUNTY
400 BOARDMAN AVENUE, SUITE 200
TRAVERSE CITY, MI 49684-2577
Phone: (231) 922-4807

July 24, 2017

Mr. Terry Boyd, Project Manager
Gourdie-Fraser, Inc.
123 W Front St
Traverse City, Michigan 49684

Re: Preliminary Approval for Archangel
Greek Orthodox Church Storm Water Plan

Dear Terry:

Per our recent discussion please accept this letter as my preliminary approval regarding the revised site plans as it relates to storm water run-off for the proposed Archangel Greek Orthodox Church Project.

It is my understanding that you are not proposing to exceed storm water release rates from the property any greater than what's existing. Please remember this is only preliminary approval with final approval pending a review of the final plans and a 3rd party verification of the calculated runoff rates.

Furthermore, this project falls within the existing Deepwater Point Drainage District and a review of the Apportionments may be necessary once the project is completed.

Please keep me posted on any planning meetings or changes that I should be aware of as it pertains to storm water issues related to this project.

Sincerely,

Steve Largent, Drain Commissioner

Cc: Mr. Jay B. Zollinger, Supervisor, Acme Township
Mr. Shawn Winter, Planning and Zoning Administrator, Acme Township

Shawn Winter

From: Daniel Thorell <dthorell@gtchd.org>
Sent: Tuesday, July 25, 2017 2:51 PM
To: Shawn Winter
Subject: Re: Arch Angel Church onsite water and wastewater

I haven't seen the wastewater design yet, but it looks like it will take up a lot of area due to heavy soils.

Daniel R. Thorell, M.S., R.S.
Environmental Health Director
Grand Traverse County Health Department
Environmental Health Division
2650 LaFranier Rd
Traverse City, MI 49686

231.995.6021

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On Tue, Jul 25, 2017 at 1:18 PM, Shawn Winter <swinter@acmetownship.org> wrote:

Thank you for the update Dan. Any major issues that I need to be aware of?

Thanks,

Shawn Winter

Planning & Zoning Administrator

Acme Township

6042 Acme Rd | Williamsburg, MI | 49690

Phone: 231.938.1350 Fax: 231.938.1510

swinter@acmetownship.org

From: Daniel Thorell [mailto:dthorell@gtchd.org]
Sent: Monday, July 24, 2017 10:31 AM
To: Shawn Winter <swinter@acmetownship.org>
Cc: mark@cornwell-architects.com; Erik Arbut <erik@gfa.tc>
Subject: Arch Angel Church onsite water and wastewater

Shawn

I am sending this email to confirm that I have meet with Erik Arbut from Gourdie -Frasier onsite and we have established an area for the onsite wastewater system location. Erik is working on a design plan for the wastewater system and will be submitting that soon. Please let me know if you have any questions or concerns going forward.

Daniel R. Thorell, M.S., R.S.

Environmental Health Director

Grand Traverse County Health Department

Environmental Health Division

2650 LaFranier Rd

Traverse City, MI 49686

231.995.6021

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Michigan Department of Transportation

INDIVIDUAL CONSTRUCTION PERMIT
For Operations within State Highway Right-of-Way

Issued To:
 TRAVERSE CITY GREEK ORTHODOX MISSION
 CHURCH
 7331 Deepwater Point Rd.
 Williamsburg MI 49690

Permit Number: 28013-016650-13-050313
 Permit Type: Individual Application
 Permit Fee: \$410.00
 Effective Date: May 03, 2013 to May 03, 2014
 Bond Numbers:

Contact:
 Fr. Ciprian Streza
 231-492-0493(O) 513-728-0206(Cell)
 fatherciprian@gmail.com

Liability Insurance Expiration Date: Aug 15, 2013

This Permit has been amended.

Amendment Date	Description
05/06/2013	Add 60 feet of 15 inch culvert with flared end sections.

THIS PERMIT IS VALID ONLY FOR THE FOLLOWING PROPOSED OPERATIONS:

PURPOSE:

The purpose is to grant access to a 5 acre lot, which was recently purchased.

STATE ROUTE: US-31 TOWNSHIP OF: Acme COUNTY: Grand Traverse County

TOWN	RANGE	SECTION
T 28 N	R 10 W	26

NEAREST INTERSECTION:	SIDE OF ROAD:	DISTANCE TO (in feet) NEAREST INTERSECTION:	DIRECTION TO NEAREST INTERSECTION:
Dock Road	N	1,005.00	North

CONTROL SECTION:	MILE POINT FROM:	MILE POINT TO:	LOCATION:			
			LEFT	MEDIAN	RIGHT	TRANSVERSE
28013	9.100	9.720	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

REQUISITION NUMBER: WORK ORDER NUMBER: MDOT JOB NUMBER:

ORG JOB NUMBER:

28013-016650-13-050313 Issued To: TRAVERSE CITY GREEK ORTHODOX MISSION CHURCH

This permit is incomplete without "General Conditions and Supplemental Specifications"

I certify that I accept the following:

1. I am the legal owner of this property or facility, the owner's authorized representative, or have statutory authority to work within state highway Right-of-Way.
2. Commencement of work set forth in the permit application constitutes acceptance of the permit as issued.
3. Failure to object, within ten (10) days to the permit as issued constitutes acceptance of the permit as issued.
4. If this permit is accepted by either of the above methods, I will comply with the provisions of the permit.
5. I agree that Advance Notice for Permitted Activities shall be submitted **5 days prior** to the commencement of the proposed work.

I agree that Advance Notice for Permitted Utility Tree Trimming and Tree Removal Activities shall be submitted **15 days prior** to the commencement of the proposed work for an annual permit.

CAUTION

Work shall NOT begin until the Advance Notice has been approved.
Failure to submit the advance notice may result in a Stop Work Order.

TRAVERSE CITY GREEK
ORTHODOX MISSION
CHURCH

David McCaw
MDOT

May 03, 2013
Approved Date

TSC Contact Info

Traverse City T

(231) 941-1986

THE STANDARD ATTACHMENTS, ATTACHMENTS AND SPECIAL CONDITIONS MARKED BELOW ARE A PART OF THIS PERMIT.

STANDARD ATTACHMENTS:

- 1 Mobility Flowchart for Permit Activities (2204C)
- 2 General Conditions for Permit (General Conditions)

ADDITIONAL ATTACHMENTS:

- 1 US-31 - Greek Orthodox Church.pdf

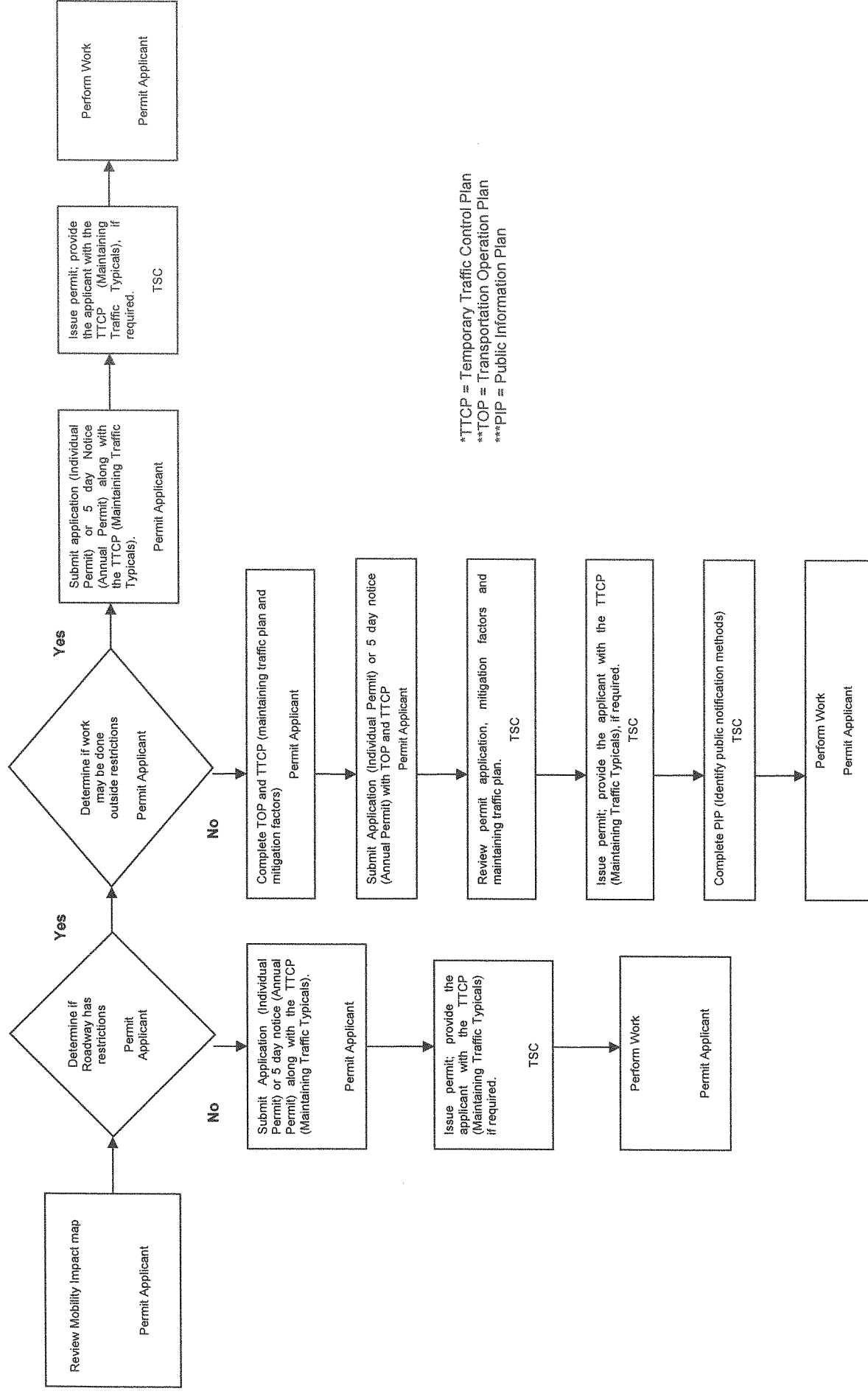
AMENDMENT ATTACHMENTS:

28013-016650-13-050313 Issued To: TRAVERSE CITY GREEK ORTHODOX MISSION CHURCH

SPECIAL CONDITIONS:

- 1 The Department of Transportation does not, by issuance of this permit, assume any liability claims or maintenance costs resulting from the commercial approach facility placed by this permit. The Department reserves the right to require removal of all or any portion of this facility as needed for highway maintenance or construction purposes without replacement or reimbursement of any costs incurred by the permitted or other party. The permitted will defend, indemnify and hold harmless the Department for any claims whatsoever resulting from the construction or the removal of the authorized by this permit.
- 2 All disturbed areas within the right of way shall be top-soiled, seeded and mulched to match existing areas per current MDOT standards and specifications.

Mobility Flowchart for Permit Activities



GENERAL CONDITIONS

This permit is issued subject to the following conditions:

1. This permit grants to the permittee only those rights specifically stated and no other. Maintenance work within the trunkline right of way may require a separate permit unless authorized within the scope of the annual permit.
2. Issuance of this permit does not relieve permittee from meeting any and all requirements of law, or of other public bodies or agencies. The permittee shall be responsible for securing including but not limited to any other permissions including or required by law including but not limited to cities, villages, townships, corporations, or individuals for the activities hereby permitted.
3. The permittee agrees as a condition of this permit to:
 - a. Have in the permittee's or the permittee's representative's possession on the job site at all times the approved permit, advanced notice and any necessary plans or sketches.
 - b. Submit form 2204 (Advance Notice and Approval of Permitted Activities) to the Departments at least five (5) working days prior to commencement of any operations covered by this permit. No work shall start until an approved copy of form 2204 is returned to permittee.
 - c. Perform no work except emergency work, unless authorized by the Department, on Saturdays, Sundays, or from 3:00 p.m. on the day proceeding until the normal starting time the day after the following holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day.
 - d. Provide and maintain all necessary precautions to prevent injury or damage to persons and property from operations covered by this permit.
 - e. Furnish, install and maintain all necessary traffic controls and protection during permittee's operations in accordance with the Michigan Manual of Uniform Traffic Control Devices and any supplemental specifications set forth herein.
 - f. Advise the Department within seven (7) days of completion of work authorized by this permit, so that final inspection may be made and surety deposit released (where applicable). Surety deposit will not be released until the work authorized by the permit has been completed and inspected, and all inspection charges billable to the permittee are paid.
4. Nothing in this permit shall be construed to grant any rights what so ever to any public utilities, except as to the consent herein specifically given, nor to impair any existing rights granted in accordance with the constitution or laws of this state.
5. Any operations in the trunkline right of way not covered by permit and the appropriate Department specifications are in violation of the jurisdictional authority of the Department, with respect to the control of the trunkline right of way, unless approved by the Department. Any change or alteration in the permit activities requires prior approval of the Department and may require a new permit.
6. Performance of the requirements of this permit is the responsibility of the permittee. The permittee shall complete all operations for which this permit is issued in accordance with the conditions of this permit, by the specified completion date. The permittee shall meet all requirements of the current Department Standard Specifications for Construction, and the Supplemental Specifications set forth on/or incorporated as a part of this permit.
7. The construction, operation and maintenance of the facility covered by this permit shall be performed without cost to the Department unless specified herein. The permittee shall be responsible for the cost of restoration of the state trunkline and right of way determined by the Department to be damaged as a result of the activities of the permittee.
8. Facilities allowed on state trunkline right of way shall be placed and maintained in a manner which will not impair the state trunkline or interfere with the reasonable safe and free flow of traffic. Failure of the permittee to maintain the facilities located within the State trunkline right of way so as not to interfere with the operation, maintenance or use of the state trunkline by the traveling public may result in revocation of the permit.
9. The permittee is solely and fully responsible for all activities undertaken pursuant to the permit. Any and all actions by the Department and those governmental bodies performing permit activities for the Department pursuant to a maintenance contract, including but not limited to any approved reviews and inspections of any nature, permit issuing, and final acceptance or rejection of the work or activity authorized by the permit shall not be construed as a warranty or assumption of liability on the part of the Department or those governmental bodies. It is expressly understood and agreed that any such actions are for the sole and exclusive purposes of the Department and the governmental bodies acting in a governmental capacity. Any such actions by the Department and governmental bodies will not relieve the permittee of its obligations hereunder, nor are such actions by the Department and the governmental bodies to be construed as a warranty as to the propriety of the permittee's performance. The permittee shall indemnify and save harmless the State of Michigan, Michigan Transportation Commission, the Department and all officers, agents and employees thereof, and those governmental bodies performing permit activities for the Department and all officers, agents and employees thereof, pursuant to a maintenance contract, against any and all claims for damages arising from operations covered by this permit except claims resulting from the sole negligence or unwillful acts or omissions of said indemnities, its agent, or employees. In addition, permittee upon request shall furnish proof of insurance coverage for the term of this permit in an amount pre-specified.
10. This permit is not assignable and not transferable unless specifically agreed to by the Department.
11. The permittee, upon request of the Department, shall immediately remove, cease operations, and surrender this permit, or alter or relocate, at the permittee's own expense, the facility for which this permit is granted. Upon failure to do so, the Department may take any necessary action to protect the trunkline interest and the permittee shall reimburse the Department for its costs in doing same. The permittee expressly waives any right to claim damages or compensation in the event this permit is revoked.
12. The permittee shall, upon request by the Department, furnish a performance surety deposit in the form of a bond, cash, certified check, or (when authorized by the Department) an irrevocable letter of credit in such amount as deemed necessary by the Department to guarantee restoration of the trunkline highway or performance under the conditions of the permit.

13. The permittee hereby acknowledges and agrees that the Department has the right to demand completion by the permittee, or the performance surety, or to complete any uncompleted activity authorized by this permit which adversely affects the operation and/or maintenance of the state trunkline highway, or which is not completed by the expiration date of the permit, including:
- a. Completion of construction of driveway and/or approach (not authorized by annual permit).
 - b. Removal of materials.
 - c. Restoration of the trunkline facilities and right of way as necessary for the reasonably safe and efficient operations of the trunkline highway.

The permittee further agrees to immediately reimburse the Department in full for all such costs incurred by the Department upon receipt of billing, and that upon failure to pay, the Department may effect payment with the performance surety deposit. Should the surety deposit be insufficient to cover expenses incurred by the Department, the permittee shall pay such deficiency upon billing by the Department. If the surety deposit exceeds the expense incurred by the Department, any excess will be returned or released to the depositor upon completion of the work to the satisfaction of the Department.

14. The Department reserves the right during the time any or all of the work is being performed to assign an inspector to protect the trunkline interest, and to charge the permittee all such costs incurred. In addition, the permittee may be billed any engineering and review fees incurred by the Department or its agent in connection with the work covered by this permit.
15. Emergency Operations: In time of disaster or emergency, or when utility lines or facilities are so damaged as to constitute a danger to life and/or property of the public, access to the same may be had by the most expeditious route. Work is to be completed in a manner which will provide the traveling public with maximum possible safety and minimize traffic distribution. Notice of such situations shall be given to the nearest police authority and the department as soon as can reasonably be done under the circumstances. During normal Department work hours, the facility owner shall advise the Department of any operations within right of way which affect traffic operations or the highway structure or facilities prior to performance of the work. After normal Department work hours, the permittee, at the beginning of the first working day after the emergency operation, shall advise the Department of any operations which affect traffic operations or the highway structures and facilities. If determined necessary by the Department, the permittee shall secure an individual permit for such work after notification.
16. Upon the Department's request, as built drawings of work performed will be furnished to the Department within 30 days after completion of the work.
17. The permittee shall give notice to public utilities in accordance with Act 53, P.A. of 1974, as amended, and comply with all applicable requirements of this act. The permittee shall also comply with requirements of Act 347, P.A. of 1972, as amended, controlling soil erosion and sedimentation.
18. The permittee acknowledges that the Department is without liability for the presence of the permittee's facility which is located within the trunkline right of way. Acceptance by the Department of work performed, and/or notice of termination of performance obligations for the surety and/or the permittee do not relieve the permittee of full responsibility for the permittee's work or for the presence of the permittee's facility in the trunkline right of way.
19. Where the Department has accepted an Indemnification Commitment in lieu of bond and/or insurance policies, such commitment is incorporated into this permit by reference.
20. It is illegal to discharge substances other than storm water into the Department's storm sewer system unless permission has been obtained in writing for other discharges.
21. The permittee shall be responsible for obtaining information on permitted environmental site closures within MDOT right of way. MDOT has implemented a program that allows environmental contamination to remain within the right of way by use of a permit. Issued permit information can be obtained from the Region/TSC in which the permit is issued. If the permittee will encounter a site area identified as a site closure permit area, the permittee shall follow instructions and conditions set forth in Supplemental Specifications #3 and specifications found in form 2205-C, "Special Conditions for Underground Construction".

SUPPLEMENTAL SPECIFICATIONS

1. Construction and Maintenance of Facilities – To construct and maintain utility crossings of limited access highways, access for the utility's service vehicles may be from county roads, service roads, and openings authorized in limited access right of way fences. The construction of utilities across limited access highways should be for the purpose of serving a general area rather than providing individual services, unless extenuating circumstances necessitate such crossings.

Equipment, vehicles or personnel will not operate within a distance of 30 feet from the edge of the pavement of roadways or ramps on limited access highways. At locations where utilities have been constructed in medians having a width greater than 80 feet or have otherwise been allowed to remain or to be constructed in limited access right of way, ingress and egress shall be by such routes as specified by the Department, which may also specify additional safety provisions.

2. Restoration- Restoration of the trunkline highway and right of way will be such that it will provide a condition equal to or better than the original condition, in accordance with Michigan Department of Transportation Standard Specifications.
3. Excavation and Disposal of Excavated Material – The permittee shall provide and place the necessary sheeting, shoring and bracing required to prevent caving, loss or settlement of foundation material supporting the pavement, or any other highway installation such as sewers, culverts, etc. The permittee shall assume the full responsibility for this protection and shall not proceed in these areas before approval of the methods by the Department.

Construction equipment and excavating material shall not be stocked in such locations that it creates a traffic hazard or interferes with the flow of traffic; and on limited access highways, shall be a minimum of 30 feet from the traveled way. Sod and topsoil shall be stacked separately from other excavated material. The permittee shall dispose of all surplus and unsuitable material outside of the limits of the highway, unless the permit provides for disposal at approved locations within right of way. In the latter case, the material shall be leveled and trimmed in an approved manner.

When the permittee is excavating within trunkline right of way and discovers existing contaminated soil and/or an abandoned underground storage tank, special permit specifications entitled "Special Conditions for Underground Construction" (Form 2205-C) shall apply.

4. Utility Cuts, Trenches and Pavement Replacement – Utility crossing by pavement cutting and removal are generally prohibited. If extenuating circumstances make tunneling, boring and jacking impractical pavement cutting may be used with approval of the Department. All utility cuts, trenching and pavement replacement shall comply with the requirements of the Standard Specifications and the Standard Plan "Utility Cuts, Trenches and Pavement Replacement". Unless otherwise specified, cuts in concrete residential and commercial drives shall be as above; except that the patch width shall be a minimum of 3 feet and the remaining slab from patch to existing joint shall be a minimum of 3 feet. Backfill shall be made with sand-gravel as specified in the Standard Specifications, unless otherwise directed. After the backfill has been placed and compacted by controlled density method, the pavement shall be replaced with new pavement of the original type and quality, unless at the season of the year when it is not feasible to replace pavement in kind. In this case, a temporary surface of bituminous material shall be placed with Department approval and later replaced with pavement of the original type at the applicant's expense. Other pavement types may be allowed with prior approval of the Department.

5. Crossing Roadbed by Tunneling or Boring and Jacking – All crossing of roadbed operations involving tunneling, boring and jacking shall comply with the Department's special provisions for such work.
6. Backfilling and Compacting Backfill – Unless otherwise specified, all trenches, holes and pits shall be filled with sound earth or with sand-gravel if so provided, placed in successive layers not more than 9 inches in depth, loose measure, and each layer shall be thoroughly compacted by tamping. All backfill compaction will be subject to check by the controlled density method.
7. Depth of Cover Method- Unless otherwise authorized, pipes shall be placed to a depth that will provide not less than 4 feet of cover between the top of the roadway surface and the pipe, 3 feet cover below the ditch line and the pipe.
8. Trees:
 - a. The permittee is responsible for obtaining permission from abutting owners when trimming or removing trees on easement right of way.
 - b. Tree removal or trimming may be undertaken only after submission of an "Advance Notice of Permitted Activity"-Tree Trimming/Removal" (form 2215), a field review by the Region Resource Specialist and a written approved copy of the advanced notice returned to the permittee.
 - c. Limbs, logs, stumps and litter shall be disposed of in a manner acceptable to the Department.
 - d. Tree roots shall be bored a distance of one foot for each one inch of trunk diameter for underground utility installations
9. Aerial Wire Crossings – Vertical clearance of wires, conductors and cables over state trunkline shall not be less than required by Section 232 of the National Electrical Safety Code, except in no case shall the under-clearance below any wire, conductor, or cable, under any temperature or loading condition, be less than eighteen feet (18').



GRAND TRAVERSE METRO FIRE DEPARTMENT

FIRE PREVENTION BUREAU

897 Parsons Road ~ Traverse City, MI 49686
Phone: (231) 922-2077 Fax: (231) 922-4918 ~ Website: www.gtfire.org Email: info@gtfire.org

SITE PLAN REVIEW RECORD

ID # P-1177-5815-M6270

DATE: 7/19/17

PROJECT NAME: Archangel Greek Orthodox Church

PROJECT ADDRESS: 7111 N. US 31

TOWNSHIP: Acme

APPLICANT NAME: Mark Humitz

APPLICANT COMPANY: Cornwell Architects

APPLICANT ADDRESS: 401 East Front Street

APPLICANT CITY: Traverse City

STATE: MI ZIP: 49686

APPLICANT PHONE # 946-7711

FAX #

REVIEW FEE: **\$75.00**

Reviewed By: Brian Belcher Assistant Chief/ Fire Marshal

This review is based solely on the materials submitted for review and does not encompass any outstanding information. Compliance with all applicable code provisions is required and is the responsibility of the permit holder. Items not listed on the review do not negate any requirements of the code nor the compliance with same. Inspection requests must be made a minimum of 48 hours prior to needed inspection. This plan review is based on the 2012 International Fire Code, as adopted.



GRAND TRAVERSE METRO FIRE DEPARTMENT

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Phone: (231) 922-2077 Fax: (231) 922-4918 ~ Website: www.gtfire.org Email: Info@gtfire.org

SITE PLAN REVIEW

ID # P-1177-5815-M6270

DATE: 7/19/17

1. 505.1 Address identification.

New and existing buildings shall be provided with approved address identification. The address identification shall be legible and placed in a position that is visible from the street or road fronting the property. Address identification characters shall contrast with their background. Address numbers shall be Arabic numbers or alphabetical letters. Numbers shall not be spelled out. Each character shall be not less than 4 inches (102 mm) high with a minimum stroke width of 1/2 inch (12.7 mm). Where required by the fire code official, address identification shall be provided in additional approved locations to facilitate emergency response. Where access is by means of a private road and the building cannot be viewed from the public way, a monument, pole or other sign or means shall be used to identify the structure. Address identification shall be maintained.

-Provide address on the street side of the building according to the above criteria.

2. 503.1.1 Buildings and facilities.

Approved fire apparatus access roads shall be provided for every facility, building or portion of a building hereafter constructed or moved into or within the jurisdiction. The fire apparatus access road shall comply with the requirements of this section and shall extend to within 150 feet (45 720 mm) of all portions of the facility and all portions of the exterior walls of the first story of the building as measured by an approved route around the exterior of the building or facility.

3. 503.3 Marking.

Where required by the fire code official, approved signs or other approved notices or markings that include the words NO PARKING—FIRE LANE shall be provided for fire apparatus access roads to identify such roads or prohibit the obstruction thereof. The means by which fire lanes are designated shall be maintained in a clean and legible condition at all times and be replaced or repaired when necessary to provide adequate visibility.

- Provide NO-PARKING-FIRE LANE signs every 100 feet along the driveway from the road all the way around the building and including the delivery drive.

4. D105.1 Aerial Access where required.

Where the vertical distance between the grade plane and the highest roof surface exceeds 30 feet (9144 mm), approved aerial fire apparatus access roads shall be provided. For purposes of this section, the highest roof surface shall be determined by measurement to the eave of a pitched roof, the intersection of the roof to the exterior wall, or the top of parapet walls, whichever is greater.



GRAND TRAVERSE METRO FIRE DEPARTMENT

FIRE PREVENTION BUREAU

897 Parsons Road ~ Traverse City, MI 49686
Phone: (231) 922-2077 Fax: (231) 922-4918 ~ Website: www.gtfire.org Email: Info@gtfire.org

5. D105.2 Width.

Aerial fire apparatus access roads shall have a minimum unobstructed width of 26 feet (7925 mm), exclusive of shoulders, in the immediate vicinity of the building or portion thereof.

6. D105.3 Proximity to building.

At least one of the required access routes meeting this condition shall be located within a minimum of 15 feet (4572 mm) and a maximum of 30 feet (9144 mm) from the building, and shall be positioned parallel to one entire side of the building. The side of the building on which the aerial fire apparatus access road is positioned shall be approved by the fire code official.

7. D105.4 Obstructions.

Overhead utility and power lines shall not be located over the aerial fire apparatus access road or between the aerial fire apparatus road and the building. Other obstructions shall be permitted to be placed with the approval of the fire code official.

Owners must be aware that there is not a water supply capable of meeting fire flow requirements for fighting a fire in this building.

Project may proceed with township approval process.



GRAND TRAVERSE COUNTY
SOIL EROSION – SEDIMENTATION CONTROL DEPARTMENT
400 BOARDMAN AVE
TRAVERSE CITY, MICHIGAN 49686
(231) 995-6042 * FAX (231) 995-6048

ACME TOWNSHIP PLANNING AND ZONING
SHAWN WINTER
6042 ACME RD
WILLIAMSBURG, MI 49690

To Whom It May Concern:

Our office received an application for a Soil Erosion and Sedimentation Control permit for Archangel Gabriel Greek Orthodox to be located at 7111 US31 North. Gourdie Fraser & Associates designed the engineered site plan.

The soils are mostly Emmet sandy loams which have a clay content that has the potential to cause erosion and tracking issues. The site slopes to the South and West, away from US 31.

The site plan has been reviewed and a site inspection was conducted on July 18, 2017. Based on the review, the site plan was approved; reasonable Soil Erosion and Sedimentation Control practices have been included. Therefore, this office grants conceptual approval for a Soil Erosion and Sedimentation Control permit.

This office requires a surety deposit of \$8000.00 for this project to proceed. In addition, we will require the contact information when a contractor is chosen.

If you have any questions or concerns regarding this decision please feel free to contact me at 231-995-6055.

Respectfully,

Gwendolyn Zagore
Grand Traverse County Soil Erosion Inspector

Cc: Jean Derenzy, Director Community Development/Building Codes
Nate Krommendyk, Archangel Gabriel Greek Orthodox Church



GRAND TRAVERSE COUNTY SHERIFF'S OFFICE

Thomas J. Bensley, Sheriff • Nathan Alger, Undersheriff

Administration

851 Woodmere Avenue, Traverse City, MI 49686-3349 • (231) 995-5000 • F AX (231) 995-5010

Corrections

320 Washington Street, Traverse City, MI 49684-2583 • (231) 922-4530 • F AX (231) 922-4415

Acme Township Zoning Department
6042 Acme Road
Williamsburg, MI 49690

Recently the Grand Traverse County Sheriff's Office received a copy of site/dimension plans from Ben Loznak of Cornwell Architects related to a proposed Archangel Greek Orthodox Church being constructed at 7111 US31 North in Acme Township. After reviewing the site plan and information provided for traffic, safety and security concerns this agency finds the following:

- ☒ We see nothing objectionable in the submitted site plan within the Sheriff's Office areas of responsibility.
- ☐ Nothing in the site plan appears pertinent to the responsibilities of the Sheriff's Office.
- ☐ There is insufficient information for our agency to comment.
- ☐ The following deficiencies or recommendations in the site plan are noted:

Referred to the Acme Township Zoning Department on:
July 20, 2017

Sincerely,

Thomas Bensley, SHERIFF
by;

Lt. Chris Barsheff

cc: Cornwell Architects



Shawn Winter

From: Bob Verschaeve <rmverschaeve@goslingczubak.com>
Sent: Wednesday, August 09, 2017 10:05 AM
To: terry@gfa.tc
Cc: Shawn Winter
Subject: Greek Orthodox Church comments

Terry,

I reviewed the storm water control for the Archangel Greek Orthodox Church in Acme that Shawn Winter at the Township forwarded to me. I have a few comments for you regarding that project.

- 1) The treatment volume release rate from Basin #2 needs to be limited to the .06 cfs. With the flow from Basin #1 added to Basin #2, you still have to limit the outflow from #2 to the .06 to ensure the treatment volume criteria is met.
- 2) There are issues with the flood control volume calculations.
 - a. The CN's do not directly translate to the Rational Formula "C" values in the Flood Control Volume Table. Calculate a weighted "C" using values from Table 2 and then use that "C" in table 5.
 - b. The minimum required storage volume from table 5 applies to the entire contributing area, not just the impervious areas.
- 3) The volume I measured for Basin #1 is a bit smaller than noted in the HydroCAD calcs at the overflow elevation. I just measured the area of each contour and calculated volume from those. The calcs only show incremental and cumulative volumes and are hard to verify without the contour areas. The volume I measured for Basin #2 is what is shown in the calcs. However, it is less than what you'll calculate for the flood control volume required (see 2 above). I believe you'll find you need to make adjustments to the basin volumes.
- 4) Provide a calculation of the existing pre-development runoff from the site. The controlled release rate from the site shall not exceed this rate or the maximum flood control release rate.
- 5) Grading for the east drainage swale and/or Basin #2 needs to be shown such that runoff through this swale is captured by Basin #2.
- 6) Outlets:
 - a. Metal grate openings do not specify opening size. Grate openings are to be a maximum 3" on center.
 - b. The overall heights of the riser pipes exceed 5' and need to be 48" diameter instead of 24".
- 7) Notation of the basin volumes at the overflow elevations should be added to the plan.
- 8) A storm water maintenance plan is required to be provided on the plans. It should at least be a table of tasks required, frequency, and who's responsible.

Let me know if you have any questions regarding the list. You can send the revised plans and calculations to the Township and copy me or vice versa.

Thanks,
Bob V.

Robert Verschaeve, P.E. | Project Engineer
Gosling Czubak Engineering Sciences, Inc.

231.946.9191 office | 231.933.5102 direct
rmverschaeve@goslingczubak.com | www.goslingczubak.com

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**TOWNSHIP OF ACME
GRAND TRAVERSE COUNTY, MICHIGAN**

**SHORT-TERM RENTAL ORDINANCE
ORDINANCE NO: 2017-01**

ARTICLE 1: OVERVIEW

Section 1.1: Title

This Ordinance shall be known as the Acme Township Short-Term Rental Ordinance, referenced within as “Ordinance”.

Section 1.2: Findings

The Acme Township Board of Trustees declares the following findings:

- a. The Township staff, elected and appointed officials have received complaints involving excess noise, litter, disorderly conduct, overcrowding, traffic, congestion, parking, and safety associated with short-term rentals.
- b. The transitory nature of occupants of short-term rentals makes continued enforcement and administration of existing ordinances against the occupants difficult.
- c. Short-term rentals provide a community benefit by contributing to a variety of lodging facilities for guests to utilize, supporting the local economy by increasing the number of visitors to the area, and assisting owners of short-term rentals by providing revenue which may be used for maintenance upgrades and deferred costs.
- d. The Township wishes to preserve and maintain the residential character of the community and quality of life for all residents.
- e. The provisions of this Ordinance are necessary to prevent the continued burden placed upon county and township services and impacts on residents posed by short-term rentals.

Section 1.3: Purpose

This Ordinance is intended to protect and promote the health, safety, and general welfare of all the citizens of Acme Township by requiring the registration and permitting of short-term renting of single-family and duplex dwelling units.

Section 1.4: Applicability

All requirements, regulations and standards imposed by this Ordinance are intended to apply in addition to any other applicable requirements, regulations and standards imposed elsewhere in other ordinances of the Township, including the Acme Township Zoning Ordinance. Further, this Ordinance does not affect additional requirements placed on use of property (or a portion thereof) imposed by deeds, associations or rental agreements.

Section 1.5: Definitions

Bedroom: A separate room with a door, closet, and window that is used or intended to be used specifically for sleeping purposes. A bedroom must be a habitable space not be less than seventy (70) square feet, not less than seven (7) feet in one dimension, not located in an attic or basement without egress meeting standards in applicable building, residential and fire codes, and not a room by design intended to serve another purpose such as a kitchen, dining area, den, family rooms or living rooms.

Dwelling Unit: A building or portion thereof designed exclusively for residential occupancy by one family, and having cooking facilities.

Dwelling, Duplex: A single building with two dwelling units designed for or occupied exclusively by two families living independent of each other.

Dwelling, Single-Family: A detached dwelling unit designed for the exclusive occupancy by a single family.

Extenuating Circumstances: Conditions under which a violation of this Ordinance has occurred that may include a) committed by a non-renter and the renter(s) attempted to prevent or halt the violation, b) resulted from an act of nature, c) other circumstances that the property owner or local agent could not reasonably anticipate and prevent, and could not reasonably control.

Good Visitor Guidelines: A document prepared by the Township Zoning Administrator that includes:

1. A summary of the following Acme Township Ordinances and all applicable penalties:

- a. Consumer Fireworks Ordinance [2016-01]
- b. Fire Prevention Ordinance [2015-01]
- c. Refuse Collection Ordinance [2011-01]
- d. Junk Ordinance [2005-04]
- e. Noise Ordinance [2005-03]
- f. Trespass Ordinance [87-2]

2. A reminder that the short-term rental may be operating in a residential neighborhood and that the neighbors may not be vacationing.

3. A reminder that the short-term rental may be operating in an agricultural district and that necessary agricultural activities may take place that are protected under the Michigan Right to Farm Act (Public Act 93 of the Public Acts of 1981)

4. A statement informing the occupant(s) that neighboring property owners may contact the local agent, sheriff's department, Township, or Township designee to report any issues relating to the property.

Local Agent: An individual designated to oversee the short-term rental of a dwelling unit in accordance with this Ordinance. The local agent shall respond to calls from renters, concerned citizens, and representatives of the Township, live or maintain a place of business within thirty (30) miles of the dwelling unit, be available twenty-four (24) hours a day while the short-term rental property is occupied, and respond within sixty (60) minutes to any issues that may arise. A property owner who meets these criteria may be the local agent.

Occupant: Any individual living in, sleeping in, or having possession of a dwelling unit, or portion thereof pursuant to a rental agreement. This does not include children under the age of five (5) or guests who are visiting between the hours of 8:00 am and 11:00 pm.

Owner: The person or entity that holds legal or equitable title to the property (or portion thereof) used as a short-term rental.

Parking Space: An improved, designated area on the property where a short-term rental operates that is legally available for the occupants to park motorized vehicles and trailers. This may include garages, carports, parking bays and driveways. This does not include yards and street right-of-ways.

Short-Term Rental: The commercial use of renting a dwelling unit, or portion thereof, for a period of time less than thirty-one (31) consecutive calendar days. This does not include approved bed and breakfast establishments, hotels/motels, tenant housing, or campgrounds.

Special Event: Outdoor parties, lawn parties, weddings, family reunions, bachelor/bachelorette parties, or other similar gatherings that exceed that maximum number of occupants allowed.

Tourist Home: A short-term rental operation in which a portion of a dwelling unit is rented out where the owner of the property resides full-time in the dwelling unit and is primarily present at the time of occupation.

Vacation Home: A short-term rental operation in which the entire dwelling unit is rented out without the property owner residing at the dwelling unit at the time of occupation.

Section 1.6: Severability

If any section, provision, or clause of this Ordinance or the application thereof to any person or circumstance is held invalid, such invalidity shall not affect any remaining portions or application of this Ordinance which can be given effect without the invalid portion or application.

ARTICLE 2: GENERAL STANDARDS

The following standards shall apply to all short-term rentals:

Section 2.1: Permit

All short-term rentals shall be required to register with, and be permitted by the Township. Permits shall:

- a. Be valid for one calendar year,
- b. Be required for each short-term rental unit,
- c. Be issued prior to advertising a short-term rental,
- d. Not transfer with the sale of the property, or be transferred from one property to another.
- e. Be displayed on the front door, or in a prominent location on the façade or nearby window not more than five (5) feet from the front door, measured from the edge of the door frame,
- f. Display the maximum number of occupants allowed,

- 1 g. Display the contact information for the local agent and Township, or Township designee.

2

3 **Section 2.2: Exceptions and Exemptions**

4 A dwelling unit does not need a short-term rental permit as required in this Ordinance when the

5 occupancy of the dwelling unit occurs under the following circumstances:

- 6 a. *Family occupancy.* Any member of a family (and that family member's guests) may occupy a
- 7 dwelling as long as any other member of that family is the owner of the dwelling or dwelling unit.
- 8 Family occupancy also exempts guest houses or similarly separate dwelling units located on the
- 9 same premises as the owner's domicile, when occupied by family guests, exchange students,
- 10 visiting clergy, medical caregivers, and child care givers, without compensation to the owner.
- 11 b. *House-sitting.* During the temporary absence of the owner and owner's family the owner may
- 12 permit non-owner occupancy of the premises, without compensation to the owner, without a
- 13 short-term rental permit.
- 14 c. *Dwelling sales.* Occupancy by a prior owner after the sale of a dwelling under a rental agreement.
- 15 d. *Estate representative.* Occupancy by a personal representative, trustee, or guardian of the estate
- 16 and his family, with or without compensation.
- 17 e. *Limited Duration* – Any dwelling unit that is rented on a short-term basis for fourteen (14) or less
- 18 days per calendar year.

19

20 **Section 2.3: Local Agent**

21 Each owner of a short-term rental shall designate a local agent meeting the criteria as defined in this

22 Ordinance who has access to and authority to assume management of the short-term rental and take

23 remedial measures.

24

25 **Section 2.4: Good Visitor Guidelines:**

26 A copy of the Good Visitor Guidelines established by the Township shall be provided to all occupants for

27 review and remain on premises.

28

29 **Section 2.5: Refuse and Recyclables**

30 The storage and disposal of all refuse and recyclables shall meet the following:

- 31 a. All refuse and recyclables shall be stored in a container with a tight-fitting lid approved by the
- 32 waste hauler.
- 33 b. Refuse and recyclable containers shall be placed in front of the premise for pick up only on the
- 34 day designated by the waste hauler.

Section 2.6: Pets

All pets shall be confined on the property or on a leash at all times. Pets that cause frequent or long continued noise that disturb the comfort and repose of any person in the vicinity shall be found in violation of this ordinance.

Section 2.7: Wastewater

The owner shall maintain a properly functioning septic system per the Acme Township Uniform Septage Control Ordinance (2004-2), or sewer connection per the Grand Traverse County Public Works Department Uniform Sewer Use Ordinance (1994, as amended).

Section 2.8: Parking

All parking by the occupants and guests of a short-term rental shall only park in designated parking spaces as defined by this Ordinance.

Section 2.9: Fireworks

The discharge of consumer fireworks is prohibited except on the day before, the day of, and the day after a National Holiday between the hours of 8:00 am and 1:00 am. Furthermore, the use of untethered sky lanterns shall be prohibited in Acme Township.

Section 2.10: Noise

No person within the Township shall cause a noise or disturbance, which is defined as sound created by human activity with or without the use of any device, which by reason of its volume, intensity, location, or time of day impairs the health, welfare, or peace of another person of normal human sensibilities. This includes, but is not limited to, the following prohibited acts:

- a. The playing of any radio, television, phonograph, or other sound reproduction device, or musical instrument in such a manner or at such a volume as to be sufficiently audible to unreasonably annoy or disturb the quiet, comfort, or repose of persons in the vicinity.
- b. The keeping of any animal or bird which, by causing frequent or long continued noise, shall unreasonably disturb the comfort and repose of any person in the vicinity.
- c. The use of any motor vehicle, including motorcycles, in such a manner as to create an unreasonably disturbing noise, including but not limited to, the screeching of tires and the discharge into the open air of exhaust from the engine without a sufficient muffler.
- d. Shouting or other raucous or boisterous behavior for an unreasonable length of time.

Section 2.11: Signage

Signage advertising the existence of a short-term rental is prohibited.

Section 2.12: Events

Special events are not permitted.

Section 2.13: Recreational Vehicles

Recreational vehicles shall not be used on the property by occupants or the property owner while a short-term rental is being occupied.

ARTICLE 3: TOURIST HOME STANDARDS

In addition to the General Standards in Article 2, the following standards shall apply to all tourist home short-term rentals:

Section 3.1: Maximum Occupancy

The maximum occupancy of any tourist home shall be based on the number of bedrooms, whereas:

- a. A maximum of two (2) occupants per bedroom shall be allowed,
- b. A maximum of three (3) bedrooms shall be rented to occupants of a tourist home.

The property owner shall inform the Township of any renovations or additions to the tourist home that will result in an increase in the maximum occupancy.

Section 3.2: Owner Occupancy

The owner of the tourist home shall have their legal residence established at the location of the operation, and be living in the dwelling unit and present overnight at the time occupants are staying on the property.

Section 3.3: Application

- a. *Responsibility* – It shall be the responsibility of the owner of a tourist home to register the operation and obtain a permit from the Township.
- b. *Application* – The owner shall truthfully provide and certify as true the following on a form prepared and supplied by the Township:
 - 1. Name, address, telephone number, and email of the owner of the tourist home.
 - 2. Name, address, telephone number, and email of the designated local agent.
 - 3. The number of bedrooms in the tourist home intended to be used by occupants.
 - 4. A sketch of designated parking spaces.
 - 5. An affidavit signed by the owner acknowledging the provisions of this Ordinance, and all applicable local and state laws.
- c. *Fee* – An application for a tourist home permit under this Ordinance shall be accompanied by a fee in the amount established by resolution of the Acme Township Board. There shall be no

proration of fees. Fees are non-refundable once a permit has been issued by the Township Zoning Administrator.

- d. *Renewal* – All tourist home permits shall expire on December 31st of the calendar year they are issued. The owner may reapply for the next calendar year at any point beginning on November 1st.

ARTICLE 4: VACATION HOME STANDARDS

In addition to the General Standards in Article 2, the following standards shall apply to all vacation home short-term rentals:

Section 4.1: Maximum Occupancy

The maximum allowed occupancy of a vacation home shall not exceed the lesser of:

- a. Two (2) occupants per bedroom, or
- b. For parcels under ten (10) acres in size the occupancy shall not exceed ten (10) occupants, or
- c. For parcels of ten (10) acres or more the occupancy shall not exceed fourteen (14) occupants.

The property owner shall inform the Township of any renovations or additions to the tourist home that will result in an increased in the maximum occupancy.

Section 4.2: Application

- a. *Responsibility* – It shall be the responsibility of the owner of a vacation home to register the operation and obtain a permit from the Township.
- b. *Application* – The owner shall truthfully provide and certify as true the following on a form prepared and supplied by the Township:
 - 1. Name, address, telephone number, and email of the owner of the tourist home.
 - 2. Name, address, telephone number, and email of the designated local agent.
 - 3. The number of bedrooms in the tourist home intended to be used by occupants.
 - 4. A description of the property that states the number of acres.
 - 5. A sketch of designated parking spaces.
 - 6. An affidavit signed by the owner acknowledging the provisions of this Ordinance, and all applicable local and state laws.
- c. *Fee* – An application for a vacation home permit under this Ordinance shall be accompanied by a fee in the amount established by resolution of the Acme Township Board. There shall be no proration of fees. Fees are non-refundable once a permit has been issued by the Township Zoning Administrator.
- d. *Number of Permits* – The number of vacation rental permits issued annually by the Township through application shall not exceed one hundred fifty (150). Permittees that have a valid permit

and are in good standing with the Township shall have first priority in receiving a permit for the following calendar year. The remaining balance of permits may be issued to applicants who have submitted a complete application. If the number of applications, including renewal applications, exceeds one hundred fifty (150), then the Township will conduct a lottery to determine which of the new applicants shall receive a permit.

- e. *Renewal* – All vacation home permits shall expire on December 31st of the calendar year they are issued. The owner of a permitted vacation home may reapply for the next calendar year at any point between October 1st and October 31st. All renewal permits shall be issued by November 15th. The number of permittees that have not submitted an application for renewal by October 31st shall have their permit added to the balance of permits available to new applicants and may apply as a new applicant.

ARTICLE 5: VIOLATIONS AND PENALTIES

Section 5.1: Violations

- a. *Violations* – Any violation of the provisions of this Ordinance, or any other applicable local, state, or federal ordinance shall be deemed a violation of this Ordinance. Each day a violation continues shall constitute a separate violation.
- b. *Nuisance Per Se* – A violation of this Ordinance shall be a nuisance per se. The Township shall have the right to commence a municipal civil action to enforce compliance with this Ordinance.
- c. *Administration* – The Acme Township Zoning Administrator is authorized to issue all permits under this Ordinance and is also authorized to issue civil infraction violations notices and/or civil infraction citations for violations of this Ordinance.

Section 5.2: Penalties

- a. *Penalties* – the following penalties shall apply for violating this Ordinance:
 - 1. *Short-Term Rental Without a Permit*
 - i. *First Violation* – The first violation in a calendar year shall result in a Notice of Violation delivered to the property owner through certified mail.
 - ii. *Second Violation* – The second violation in the same calendar year shall result in a municipal civil infraction subject to a fine of \$750.
 - iii. *Third Violation* – The third violation in the same calendar year shall result in a municipal civil infraction subject to a fine of \$1,500.
 - iv. *Fourth Violation* – The fourth violation in the same calendar year shall result in municipal civil infraction subject to a fine of \$5,000 and/or 90 days in jail.
 - 2. *All Other Violations*
 - i. *First Violation* – The first violation in a calendar year shall result in a Notice of Violation delivered to the property owner through certified mail.

- ii. *Second Violation* – The second violation in the same calendar year shall result in a municipal civil infraction subject to a fine of \$500.
- iii. *Third Violation* – The third violation in the same calendar year shall result in a municipal civil infraction subject to a fine of \$1,000.

b. *Revocation* – The Township may revoke a short-term rental permit for any dwelling unit for the reasons below and through the subsequent procedure:

- 1. *Requirements for Revocation* – A short-term rental permit may be revoked if at least three (3) separate violation incidents, occurring of three (3) separate days, within a calendar year.
- 2. *Revocation Procedure* – Upon a determination by the Zoning Administrator that the short-term rental permit of a dwelling is subject to revocation, the following procedure shall be in effect:
 - i. The Zoning Administrator shall issue a notice to the property owner and local agent, in writing through certified mail, that the Township intends to revoke the short-term rental permit.
 - ii. The property owner or local agent may request a hearing before the Township Board to show cause as to why the short-term rental permit should not be revoked within fourteen (14) days of service of the notice.
 - iii. If a hearing is timely requested, then the Zoning Administrator shall inform the property owner and/or local agent, and Township Board of the time and place of the hearing.
 - iv. The property owner and/or local agent may present evidence at the hearing that the violations of this Ordinance were due to extenuating circumstances. If the Township Board finds the violations to be due to extenuating circumstances, then they may elect to waive the revocation. Otherwise, the revocation of the short-term rental permit shall become effective.
- 3. *Duration* – Upon revocation of a short-term rental permit, a property owner may not reapply for a new short-term rental permit for the dwelling at that address, or any additional dwellings in Acme Township, for a period of thirty six (36) months.
- 4. *Subsequent Revocations* – Any property owner who has had a short-term rental permit revoked twice for the same short-term rental shall be permanently prohibited operating a short-term rental at that location. Furthermore, the property owner shall be prohibited from applying for any additional, new short-term rentals in the Township. If the property owner has other short-term rentals permitted in good standing in the Township at the time of the prohibition, then the property owner shall be allowed to reapply for a permit for those existing short-term rentals.

ACME TOWNSHIP

**AMENDMENT TO THE ZONING ORDINANCE
REGARDING MEDICAL MARIHUANA**

1. Delete from Definitions the following terms and their accompanying definitions:
 - a. Medical Marihuana Dispensary
 - b. Medical Marihuana Cultivation
 - c. Medical Marihuana Cultivation Facility
 - d. Medical Marihuana Cultivation Operation
2. Add the following terms and their accompanying definition to Definitions:
 - a. **“Medical Marihuana Facility:** A Facility authorized and defined pursuant to Medical Marihuana Facilities Licensing Act.
 - b. **“Medical Marihuana Grower:** A Medical Marihuana Grower as defined in the Medical Marihuana Facilities Licensing Act.
 - c. **“Medical Marihuana Processor:** A Medical Marihuana Processor as defined in the Medical Marihuana Facilities Licensing Act.
 - d. **“Medical Marihuana Secure Transporter:** A Medical Marihuana Secure Transporter as defined in the Medical Marihuana Facilities Licensing Act.”
 - e. **“Medical Marihuana Provisioning Center:** A Medical Marihuana Provisioning Center as defined in the Medical Marihuana Facilities Licensing Act.”
 - f. **“Medical Marihuana Safety Compliance Facility:** A Medical Marihuana Safety Compliance Facility as defined in the Medical Marihuana Facilities Licensing Act.”
 - g. **“Medical Marihuana Facilities Licensing Act** means MCL 333.27101 *et seq.*, as amended and the regulations adopted pursuant to the act. The definitions found in the Medical Marihuana Facilities Licensing Act are incorporated into this Ordinance for all purposes concerning Medical Marihuana licensing.”

3. Delete 6.11.3(h) Medical Marihuana Dispensary and (i) Medical Marihuana Cultivation Operation from 6.11 B-4 District Material Processing and Warehousing.
4. Add the following to 6.11 B-4 District Material Processing and Warehousing as uses authorized by special use permit in 6.11.3.
 - a. Medical Marihuana Grower.
 - b. Medical Marihuana Processor.
 - c. Medical Marihuana Secure Transporter.
 - d. Medical Marihuana Provisioning Center.
 - e. Medical Marihuana Safety Compliance Facility.
5. Add the following to 6.6 Acme Township US-31 / M-72 Business District as uses authorized by special use permit in 6.6.4.
 - a. Medical Marihuana Provisioning Center. By SUP in the C (Corridor-Commercial) zone. Include that no more than one (1) Provisioning Center may be licensed and operating at any given time.
6. Add the following to _____ District _____ as uses authorized by special use permit in _____ .

ANY OTHER DISTRICTS?

7. Delete 9.26 Medical Marihuana Dispensary and 9.27 Medical Marihuana Cultivation Operation.
8. Add the following to Article IX.

a. **“9.26 MEDICAL MARIHUANA FACILITIES**

9.26.1 Statement of Intent:

The purpose of a Medical Marihuana Facility is to allow for the uses set out in the Medical Marihuana Facilities Licensing Act. Acme Township desires to allow all legal businesses to operate in the Township, but recognizes the need to zone for all uses to protect the health, safety, and welfare of the general public. A Medical Marihuana Facility must satisfy the general standards in Section 91.1, the specific requirements of this Section, and all other requirements of the Acme Township Zoning Ordinance.

9.26.2 Specific Medical Marihuana Facilities Requirements:

All Medical Marihuana Facilities must comply with the following:

- a. Possess a valid license from both Acme Township and the State of Michigan.
- b. A Medical Marihuana Facility shall not be located within a 1,000 foot radius of any existing public or private elementary, vocational, or secondary school, or a public or private college, junior college, or university, or a library, or a playground or park, or a public or private youth recreation facility.

1. For purposes of this section the term “library” means a library that is established by the state; a county, city, township, village, school district, or other local unit of government or authority or combination of local units of government and authorities; a community college district; a college or university; or any private library open to the public.
2. For purposes of this section the term “playground” means any outdoor facility (including any parking lot appurtenant thereto) intended for recreation, open to the public, and with any portion thereof containing three or more separate apparatus intended for the recreation of children including, but not limited to, sliding boards, swing sets, and teeterboards.
3. For purposes of this section the term “park” means any land or facility of any size or shape, including but not limited to linear ways, road ends, and submerged lands, that are open to the public and used for recreation or held for future recreational use.
4. For purposes of measuring the 1,000 foot radius in this section, the measurement shall be taken from the nearest property line of the existing public or private

elementary, vocational, or secondary school, or public or private college, junior college, or university, library, or playground or park, or a public or private youth recreation facility to the nearest point on the building where the proposed Medical Marihuana Dispensary is proposed.”

ACME TOWNSHIP MEDICAL MARIHUANA LICENSING ORDINANCE

1. Title

This ordinance shall be known and cited as the Acme Township Medical Marihuana Licensing Ordinance.

2. Purpose

The purpose of this ordinance is to regulate and license the conduct of activity pursuant to the Michigan Medical Marihuana Act, Public Act 1 of 2008 as amended, the Medical Marihuana Facilities Licensing Act, Public Act 281 of 2016 as amended, and the Marihuana Tracking Act, Public Act 282 of 2016 as amended (the Acts) in order to:

- A) Protect the health, safety, and welfare of the general public.
- B) Establish a set of rules and regulations which are fair and equitable for those interested in establishing Medical Marihuana Facilities in compliance with the Acts:
- C) Provide reasonable regulation pursuant to the Acme Township general police power granted to townships by the Michigan Constitution of 1963 and the Township Ordinances Act, MCL 41.181 *et seq.*

Acme Township does not intend that registration and regulation under this ordinance be constructed as a finding that such businesses and activities are legal under federal law. By requiring registration and compliance with requirements as provided in this ordinance, Acme Township intends to protect, to the extent possible, the public health, safety and welfare of the residents of and visitors to Acme Township from harm that may result from the activities of persons who unilaterally or on the advice of their own attorney determine that they may legally operate a business involved in the cultivation, possession, use, manufacture, distribution, transport, processing or dispensing of medical marihuana.

Nothing in this ordinance is intended to grant, nor shall it be construed as granting, immunity from criminal prosecution, for cultivation, possession, use, manufacture, distribution, transport, processing or dispensing of medical marihuana not in strict compliance with the Acts.

This ordinance permits authorization for certain activities based on the Acts. Nothing in this ordinance shall be construed as allowing persons to engage in conduct that endangers others or causes a public nuisance, or to allow use, cultivation, possession, use, manufacture, distribution, transport, processing or dispensing of medical marihuana not in strict accordance with the express authorization of the Act and this ordinance; and, nothing in this ordinance shall be construed to undermine or provide immunity from federal law as it may be enforced by the federal or state government relative to the cultivation, distribution, or use of marihuana. Thus, the authorization of activity, and the approval of a license under this ordinance shall not have the effect of superseding or nullifying federal law applicable to the cultivation, use, and possession of marihuana, and all applicants and grantees of licenses are on notice that they may be subject to prosecution and civil penalty, including forfeiture of property.

3. Legal Basis

This ordinance is enacted pursuant to the statutory authority granted by MCL 41.181 *et seq* authorizing the Acme Township to adopt licensing ordinances and regulations to secure the public health, safety and general welfare.

4. Definitions

For purposes of this ordinance, terms and words defined by the Acts shall have the same meaning as provided those Acts.

Additionally, certain terms and words used herein shall have the following meaning:

- A) **Act** means the Michigan Medical Marihuana Act, Public Act 1 of 2008 as amended, the Medical Marihuana Facilities Licensing Act, Public Act 281 of 2016, and the Marihuana Tracking Act, Public Act 282 of 2016, and all related Michigan Administrative Rules, as amended.
- B) **Applicant** means a person who applies for a license under this ordinance and includes an officer, director, and managerial employee of the applicant and a person who holds any direct or indirect ownership interest in the applicant.
- C) **Licensee** means a person holding a license from Acme Township r under this ordinance and also holding a state operating license.
- D) **Medical Marihuana** means marihuana grown, used, or transferred for “medical use” as defined by the Acts.
- E) **Medical Marihuana Grower** means a licensee that is a commercial entity located in Acme Township that cultivates, dries, trims, or cures and packages marihuana for sale to a processor or provisioning center.
- F) **Medical Marihuana Provisioning Center** means a licensee that is a commercial entity located in Acme Township that purchases marihuana from a grower or processor and sells, supplies, or provides marihuana to registered qualifying patients. Provisioning center includes any commercial property where marihuana is sold at retail to registered qualifying patients or registered primary caregivers. A noncommercial location used by a primary caregiver to assist a qualifying patient connected to the caregiver through the department’s marihuana registration process in accordance with the Michigan medical marihuana act is not a provisioning center for purposes of this ordinance.
- G) **Medical Marihuana Facility** means a location at which a license holder is licensed to operate under this ordinance.
- H) **Medical Marihuana Processor** means a licensee that is a commercial entity located in this state that purchases marihuana from a grower and that extracts resin from the marihuana or creates a marihuana-infused product for sale and transfer in packaged form to a provisioning center.
- I) **Medical Marihuana Safety Compliance Facility** means a licensee that is a commercial entity that receives marihuana from a marihuana facility or registered primary caregiver, tests it for contaminants and for tetrahydrocannabinol and other cannabinoids, returns the test results, and may return the marihuana to the marihuana facility.
- J) **Medical Marihuana Secure Transporter** means a licensee that is a commercial entity located in this state that stores marihuana and transports marihuana between marihuana facilities for a fee.
- K) **Person** means an individual, corporation, limited liability company, partnership, limited partnership, limited liability partnership, limited liability limited partnership, trust, or other legal entity.

5. Regulations for Medical Marihuana Grower

Medical Marihuana Grower shall comply at all times with the following:

- 1) A Medical Marihuana Grower shall comply at all times with the Acts and Administrative Rules, as they may be amended from time to time.
- 2) A Medical Marihuana Grower shall have at all times a valid license from the State Medical Marihuana Licensing Board created by the Acts.
- 3) No Distribution of Medical Marihuana to any Primary Caregiver or Qualifying Patient may take place at a Medical Marihuana Grower.
- 4) A Medical Marihuana Grower's may grow no more marihuana plants than allowed pursuant to its license from the State Medical Marihuana Licensing Board for one of the following classes:
 - a. Class A – 500 marihuana plants
 - b. Class B – 1,000 marihuana plants
 - c. Class C -- 1,500 marihuana plants
- 5) A Medical Marihuana Grower may only sell marihuana seeds or marihuana plants to a grower by means of a secure transporter pursuant to the Acts.
- 6) A Medical Marihuana Grower may sell marihuana, other than seeds to a processor or provisioning center by means of a secure transporter pursuant to the Acts.
- 7) Until December 31, 2021, a Medical Marihuana Grower must have, or have as an active employee an individual who has, a minimum of 2 years' experience as a registered primary caregiver.
- 8) A Grower may not be a registered primary caregiver and may not employ a registered primary caregiver.
- 9) All marihuana plants or products must be contained within the Medical Marihuana Grower in an enclosed, locked facility that restricts and prevents access by any persons other than those allowed and meets all state requirements.
- 10) Any artificial lighting must be shielded to prevent glare and light trespass and must not be visible from neighboring properties, adjacent streets or public right of ways.
- 11) All activities shall be conducted so as not to create or permit trespass of spillage of dust, glare, sound, noise, vibrations, fumes, odors, or light, onto neighboring properties, adjacent streets or public right of ways.
- 12) All activities shall be conducted so as not to be visible in any way from neighboring properties, adjacent streets or public right of ways.

6. Regulations for Medical Marihuana Provisioning Center

A Medical Marihuana Provisioning Center shall comply at all times with the following:

- 1) A Medical Marihuana Provisioning Center shall comply at all times with the Acts and Administrative Rules, as they may be amended from time to time.
- 2) A Medical Marihuana Provisioning Center shall have at all times a valid license from the State Medical Marihuana Licensing Board created by the Acts.
- 3) A Provisioning Center may only purchase or transfer medical marihuana from a grower or processor and may only sell or transfer medical marihuana to a qualifying patient or registered primary caregiver.
- 4) A Provisioning Center may transfer medical marihuana to or from a safety compliance facility for testing.
- 5) All transfers to or from a separate marihuana facility must be by means of a secure transporter.
- 6) A Provisioning Center may only sell or transfer medical marihuana to a qualifying patient or primary caregiver after the medical marihuana has been tested and bears the label required for retail sale.

- 7) No use of medical marihuana shall be allowed at a Provisioning Center.
- 8) A Provisioning Center shall not allow a physician to conduct a medical examination or issue a medical certification document on its premises for the purpose of obtaining a registry identification card.

7. Regulations for Medical Marihuana Processor

A Medical Marihuana Processor shall comply at all times with the following:

- 1) A Medical Marihuana Processor shall comply at all times with the Acts and Administrative Rules, as they may be amended from time to time.
- 2) A Medical Marihuana Processor shall have at all times a valid license from the State Medical Marihuana Licensing Board created by the Acts.
- 3) A Processor may only purchase marihuana from a grower and may only sell marihuana-infused products or marihuana to a Provisioning Center.
- 4) A Processor may only transfer medical marihuana by means of a secure transporter.
- 5) Until December 31, 2021, a Processor must have, or have as an active employee, an individual who has, a minimum of 2 years' experience as a registered primary caregiver.
- 6) A Processor may not be a registered primary caregiver and may not employ a registered primary caregiver.

8. Regulations for Medical Marihuana Secure Transporter

A Medical Marihuana Secure Transporter shall comply at all times with the following:

- 1) A Medical Marihuana Secure Transporter shall comply at all times with the Acts and Administrative Rules, as they may be amended from time to time.
- 2) A Medical Marihuana Secure Transporter shall have at all times a valid license from the State Medical Marihuana Licensing Board created by the Acts.
- 3) A Secure Transporter may store and transport marihuana and money associated with the purchase or sale of marihuana between marihuana facilities for a fee upon request of a person with legal custody of that marihuana or money.
- 4) A Secure Transporter may not transport to a registered qualifying patient or to a registered primary caregiver.
- 5) No Secure Transporter or investor therein may have an interest in a Grower, Processor, Provisioning Center or Safety Compliance Facility.
- 6) No Secure Transporter or investor therein may be a registered qualifying patient or a registered primary caregiver.
- 7) A Secure Transporter is subject to administrative inspection by a law enforcement officer at any point during the transportation of marihuana to determine compliance with the act.

9. Regulations for Medical Marihuana Safety Compliance Facility

- 1) A Medical Marihuana Safety Compliance Facility shall comply at all times with the Acts and Administrative Rules, as they may be amended from time to time.
- 2) A Medical Marihuana Safety Compliance Facility shall have at all times a valid license from the State Medical Marihuana Licensing Board created by the Acts.
- 3) A Safety Compliance Facility may receive marihuana from, test marihuana for, and return marihuana to only a medical marihuana facility.
- 4) A Safety Compliance Facility must be accredited or have a variance pursuant to the Acts.

- 5) No Safety Compliance Facility owner or investor may have an interest in a Grower, Secure Transporter, Processor, or Provisioning Center.
- 6) A Safety Compliance Facility must have a secured laboratory space that cannot be accessed by the general public.

10. License Required

No Medical Marihuana Facility, whether proposed, or existing at time of enactment of this ordinance, shall be permitted within Acme Township unless such location shall have obtained a current License under this ordinance as follows: The exact location of a Facility used for the Medical Marihuana including the space within a building so used shall be clearly identified on the License;

- 1) The License requirement applies to all Medical Marihuana Facilities that are proposed or existing on the effective date of this ordinance.
- 2) Issuance of a License does not waive any other licensing and permitting requirement imposed by any other state or local law.
- 3) A License shall be valid for the calendar year in which it is issued, unless revoked for violation(s), in which case it is considered to be null and void.
- 4) No License is transferable or assignable to any other person or location

11. License Application

Any License issued under this ordinance is specific to the licensed person and location.. Any change in ownership in any manner and any change in location requires a new license. Applicants shall make application to the Zoning Administrator and applications shall include the following:

- 1) The address and legal description of the premises which is to be used as a Medical Marihuana Facility. .
- 2) Describe the Facility, and all enclosed, locked areas within the Facility as required by Michigan law. , .
- 3) If a Provisioning Center, describe all locations in the premises where the sale or transfer to a shall take place.
- 4) If a Grower, specify the Class under which the Grower seeks the license. Include a statement attesting and consenting that all activities will be conducted so as not to create or permit trespass or spillage of dust, glare, sounds, noise, vibrations, fumes, odors, or light, onto neighboring properties, adjacent streets or public right of ways.
- 5) Include a statement attesting and consenting that all artificial lighting must and will be shielded to prevent glare and light trespass and must not and will not be visible, from neighboring properties, adjacent streets or public right of ways.
- 6) The name and address of all owners of the real property where the Medical Marihuana Facility is located, including a statement by each owner attesting to their knowledge, understanding, and approval of such activity upon their property.
- 7) Name, address, and other contact information of all Applicants as defined above. A statement attesting whether an Applicant has been indicted for, charged with, arrested for, or convicted of, pled guilty or nolo contendere to, forfeited bail concerning any criminal offense under the laws of any jurisdiction, either felony or controlled substance related misdemeanor, not including traffic violations, regardless of whether the offense has been reversed on appeal or otherwise, including the date, the name and location of the court, arresting agency, and prosecuting agency, the case caption, the docket number, the offense, the disposition, and the location and length of incarceration.

- 8) Documentation demonstrating that the proposed Medical Marihuana Facility meets the requirements of all other local, state and federal ordinances and codes, including those for Metro Emergency Services and Grand Traverse County.
- 9) Payment of a non-refundable License fee, which shall be determined by resolution of the Acme Township Board.

12. License Standards

The standards for approval of all Medical Marihuana Facilities are as follows:

- 1) The Facility complies with zoning.
- 2) A Medical Marihuana Grower's Facility shall occur inside of an enclosed, locked facility within the confines of a building, and such activities shall occur only in locations not visible to the public and adjoining uses.
- 3) The Application meets all requirements found in this Licensing Ordinance.
- 4) An Applicant shall meet all requirements found in the Acts, including issuance of a State license.
- 5) The Applicant has signed and sworn that the Applicant has not knowingly submitted an Application containing false information.

13. Renewal or Amendment to License

The same procedures for application for and issuance of a new License shall apply to renewal, or amendment, of an existing License, subject also to the following:

- 1) To renew an existing License, the Licensee shall submit an application with full supporting documentation, in the same manner and degree as is required to apply for a new License, no sooner than ninety (90) days before the expiration date and no later than sixty (60) days before the expiration date.
- 2) An amended application shall be submitted when there is a change in any information the applicant was required to provide in the most recent application on file.
- 3) An application to change the location of an existing License shall require a new application, with full supporting documentation, must meet all requirements, and shall be processed in the same manner as provided for the issuance of a new License.
- 4) The Applicant or existing Licensee has used the property or land in accordance with any prior approved application for that property.

14. License Revocation

- 1) A License issued under this ordinance shall be revoked for any of the following violations:
 - a. Any person required to be named on the application for the License is convicted of or found responsible for violation of any provision of this ordinance;
 - b. The application contains any misrepresentation or omission of any material fact, or false or misleading information, or the applicant has provided Acme Township with any other false or misleading information;
 - c. Marihuana is transferred or otherwise Distributed on the premises in violation of this ordinance or any other applicable state or local law, rule or regulation;
 - d. The Facility is operated or is operating in violation of the specifications of the License, or any additional applicable conditions or approvals from Acme Township, Grand Traverse County, or the State of Michigan.
- 2) The procedure for revocation shall be as follows:

- a. The Zoning Administrator shall issue a notice to the Licensee, in writing through certified mail, that the Township intends to revoke the License.
- b. The Licensee may request a hearing before the Township Board to show cause as to why the License should not be revoked within fourteen (14) days of service of the notice.
- c. If a hearing is timely requested, then the Zoning Administrator shall inform the Licensee, and Township Board of the time and place of the hearing.
- d. The Licensee may present evidence and reasons arguing why the License should not be revoked. The Township Board shall review and either revoke the License or allow the License to continue.

15. Revocation Not Exclusive Penalty

Nothing in this ordinance shall be deemed to prohibit Acme Township from imposing other penalties authorized by this code or other ordinances, including filing a public nuisance action or any other legal action in a court of competent jurisdiction.

16. Civil Infraction

Any person, firm, or corporation who violates any of the provisions of this ordinance shall be deemed to be responsible for a municipal civil infraction as defined by Michigan statute which shall be punishable by a civil fine for each violation in accordance with the schedule set forth herein, along with costs which may include all expenses, direct or indirect, which the Township incurs in connection with the municipal civil infraction. A violator of this ordinance shall also be subject to such additional sanctions and judicial orders as are authorized under Michigan law. Each day that a violation continues to exist shall constitute a separate violation of this ordinance. The Acme Township Zoning Administrator may issue appearance ticket citations for violations of this ordinance. The provisions of this ordinance may also be enforced by suit for injunctive relief.

17. Civil Fines for Municipal Infractions

Civil fines for municipal civil infractions under this ordinance shall be assessed in accordance with the following schedule:

	Fine and Suspension
1 st violation within a 3-year period	\$ 500.00
2 nd violation within a 3-year period	\$1000.00
3 rd violation within a 3-year period	\$2000.00

18. Severability

The provisions of this ordinance are hereby declared to be severable and if any clause, sentence, word, section or provision is declared void or unenforceable for any reason by any court of competent jurisdiction, it shall not affect any portion of this ordinance other than said part or portion thereof.