



**ACME TOWNSHIP PLANNING COMMISSION MEETING  
ACME TOWNSHIP HALL  
6042 Acme Road, Williamsburg MI 49690  
February 12<sup>th</sup>, 2018 7:00 p.m.**

**CALL TO ORDER WITH PLEDGE OF ALLEGIANCE 7:01 p.m.**

**ROLL CALL: Members present:** K. Wentzloff (Chair), S. Feringa (Vice Chair), B. Balentine, D. Rosa, M. Timmins (Secretary), D. VanHouten, D. White

**Members excused:** none

**Staff present:** S. Winter, Planning & Zoning Administrator, J. Jocks (Counsel), John Iacoangeli, Planning Consultant, V. Donn, Recording Secretary

**A. LIMITED PUBLIC COMMENT: None**

**B. APPROVAL OF AGENDA:**

**Motion by Timmins to approve the agenda adding under CORRESPONDENCE, G.2: Watershed Center letter sent by Heather Smith dated 02/08/18 and response email by Shawn Winter dated 02/08/18, supported by Balentine. Motion carried unanimously.**

**C. INQUIRY AS TO CONFLICTS OF INTEREST: None**

**D. SPECIAL PRESENTATIONS: None**

**E. CONSENT CALENDAR:**

**1. RECEIVE AND FILE**

- a. Township Board Meeting Draft Minutes 01/09/18
- b. Parks and Trails Committee Meeting Draft Minutes 01/19/18
- c. Capital Improvements Plan Committee Meeting Draft Minutes 01/19/18

**2. ACTION:**

- a. Adopt Planning Commission Meeting Draft Minutes 01/08/18

**Motion by White to approve Consent Calendar as presented, supported by Timmins. Motion carried unanimously.**

**F. ITEMS REMOVED FROM THE CONSENT CALENDAR: None**

**G. CORRESPONDENCE:**

- 1. Cathy Dye, Clerk – MTA Conference
- 2. Watershed Center letter, Heather Smith dated 02/8/18

**H. PUBLIC HEARINGS:**

- 1. CIP Planning Commission Scoring  
Paul Rundhaug, 3733 Bunker Hill Rd., questioned on the CPI graph why it had Pave Bunker Hill Rd. to Supply Rd. Wentzloff informed him there was an error in the graph it should have read Pave Bunker Hill Rd. to Williamsburg Rd. It will be revised in the graph.

Rachelle Babcock, 4261 Bartlett Rd., asked on the graph if Develop Road Program on residential Road Improvements could be clarified.

**I. NEW BUSINESS:** None**J. OLD BUSINESS:****1. Capital Improvements Plan**

A discussion was made to revise the CIP projects graph by removing Develop Road Program Focused on How Residential Road Improvements, combining New Fire Station 8 with Township Hall, reword the SAD items and keep Rebuild Deepwater Point Road on the list. Revisions along with potential funding sources and costs will be talked about at the CIP meeting to bring back to the March Planning Commission meeting.

**2. Planned Development 2016-01 – IDF, Dan Kelly**

Dan Kelly and Nathan Elkins of Influence Design Forum in Traverse City, were available for questions. Items on the Planned Development were discussed, Acme Creek monitoring and the short-term rentals of the apartments in the mixed-use neighborhood.

**Motion by Timmins to recommend approval of Planned Development Application 2016-01 to the Township Board with drawings and supporting documents that have been submitted and the Planned Development Agreement as modified with removal in Short-term Rentals multi-family units above first floor mixed use, maintain the two-year water monitoring post construction, and removal of the trail in the wet land from the drawings, supported by Rosa. Motion carried unanimously.**

**3. Zoning Ordinance Amendment 046 – Solar Energy Farms**

It was discussed if commercial solar energy farms are allowable under the provisions of the Purchase of Development Rights (PDR) agreements utilized by some property owners in the A-1 Agricultural District, and if there should be a maximum size, or land area, included in the ordinance language.

It was determined to do a GIS analysis and get a better idea on how much of the township is suitable for solar use. This information will be brought to the March Planning Commission meeting for further discussion.

**K. PUBLIC COMMENT & OTHER PC BUSINESS**

Paul Rundhaug asked for clarification on the project of Bunker Hill to Lautner Road on the CIP graph. Feringa let him know it will be reworded on the next CIP project list with a better description.

**1. Zoning Administrator Report – Shawn Winter: Reported he received three land use permits and 56 applicants for Medical Marihuana. He is currently working with counsel to develop an efficient process for the initial review and feedback. Urban Diversions is currently working on a site plan to redevelop the former Chemical Bank building at the corner of US-31 and Bunker Hill. This project will qualify for review by the Site Plan Review Committee.****2. Planning Consultant Report – John Iacoangeli: No report****3. Township Board Report – Doug White: No report****4. Parks & Trails Committee Report – Marcie Timmins: Tree work has started in the park and bids have gone out for the larger projects.**

**ADJOURN: Motion to adjourn by Timmins, supported by Balentine. Meeting adjourned at 9:00**





**ACME TOWNSHIP PLANNING COMMISSION MEETING  
ACME TOWNSHIP HALL  
6042 Acme Road, Williamsburg MI 49690  
February 12<sup>th</sup>, 2018 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:**
- 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 Meeting Draft Minutes 01/09/18
    - b. Parks and Trails Committee Meeting Draft Minutes 01/19/18
    - c. Capital Improvements Plan Committee Meeting Draft Minutes 01/19/18
  - 2. ACTION:**
    - a. Adopt Planning Commission Meeting Draft Minutes 01/08/18
- F. ITEMS REMOVED FROM THE CONSENT CALENDAR**
  - 1. \_\_\_\_\_
  - 2. \_\_\_\_\_
- G. CORRESPONDENCE:**
  - 1. Cathy Dye, Clerk – MTA Conference
- H. PUBLIC HEARINGS:**
  - 1. CIP Planning Commission Scoring
- I. NEW BUSINESS:**
- J. OLD BUSINESS:**
  - 1. Capital Improvements Plan
  - 2. Planned Development 2016-01 – IDF, Dan Kelly
  - 3. Zoning Ordinance Amendment 046 – Solar Energy Farms
- 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:**

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.



# MEMORANDUM

## Planning and Zoning

6042 Acme Road | Williamsburg, MI | 49690

Phone: (231) 938-1350 Fax: (231) 938-1510 Web: [www.acmetownship.org](http://www.acmetownship.org)

To: Acme Township Planning Commission  
From: Shawn Winter, Planning & Zoning Administrator  
CC: Jeff Jocks, Counsel; John Iacoangeli, Planning Consultant  
Date: February 5, 2018  
Re: February 12, 2018 Planning Commission Packet Summary

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**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 Meeting Draft Minutes 01/09/18
  - b. Parks and Trails Committee Meeting Draft Minutes 01/19/18
  - c. Capital Improvements Plan Committee Meeting Draft Minutes 01/19/18
2. **ACTION:**
  - a. Approve Draft Planning Commission Meeting Draft Minutes 01/08/18

**Motion to adopt:** \_\_\_\_\_ **Support:** \_\_\_\_\_

**F. ITEMS TO BE REMOVED FROM THE CONSENT CALENDAR**

1. \_\_\_\_\_
2. \_\_\_\_\_

**G. CORRESPONDENCE:**

1. **Cathy Dye, Clerk – MTA Conference**

MTA will be holding their annual conference this year at the Grand Traverse Resort and Spa. Township Clerk, Cathy Dye, wanted to make sure the PC was aware of the event. If there are any session of interest that you would like to attend, please contact her directly and she will get you registered. The conference program has been included.

**H. PUBLIC HEARINGS:**

1. **CIP Planning Commission Scoring**

See item J(1) below for details

**I. NEW BUSINESS:**

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1. None

**J. OLD BUSINESS:**

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**1. Capital Improvements Plan**

A review of the steps in the CIP process is outlined below. The steps in yellow are where we currently are in the process:

- ~~CIP Committee: creates list of projects from Master Plan~~
- ~~PC: performs initial scoring of projects~~
- PC: public hearing
- PC: selects projects (or all from the list) to go back to CIP Committee
- CIP Committee: costs and funding
- Board: program projects into budget

The individual scoring sheets for the CIP projects have been compiled from last month's meeting. The packet contains two documents. The first is a complete spreadsheet of all the scores, the second is just a summary of the total scores. Please note that both documents have the projects in the order they scored.

The purpose of this month's public hearing is to gather input on the initial scoring. From there, the PC will review the scored list, and with the public's input, create a list of projects to be sent to the CIP Committee. This list could contain all the projects from the scoring sheet, or those that may have the greatest impact, likelihood of being funded, are actual projects, not policies, etc. The CIP Committee will then determine costs estimates and potential funding sources. This information will be used by the Board for ranking the projects over the six-year CIP cycle, which may look different than the PC's scoring results due to budget constraints and funding opportunities. Next, the project list with costs and funding will go to the Board to be programed into the budget as part of the annual budget cycle. This whole process will be revisited each year to update the CIP with projects that are completed, new project needs, and to extend the CIP by another year, maintaining a six-year horizon.

**Action Required:** Once a project list is agreed upon by the PC a motion will be needed to send the list back to the CIP Committee to determine cost estimates and explore funding sources.

**2. Planned Development 2016-01 – IDF, Dan Kelly**

The PC held a public hearing on PD 2016-01 last month with no one speaking for or against the project. Correspondence was received by the Watershed Center and MDOT. The conversation at the last meeting focused on the language contained within the Planned Development Agreement document.

After the meeting, Jeff Jocks and I met to incorporate the comments made into the PD Agreement. The updated document was sent to Karly Wentzloff, John Iacoangeli, Nate Elkins (Applicant) and Dan Kelly (Developer) for their feedback. A meeting was held with the names mentioned, myself and Jeff to go over everyone's comments and edit the language as is reflected in the attached document. There are two items still outstanding that will need to be determined by the PC: Acme Creek monitoring and the short-term rentals of the apartments in the mixed-use neighborhood.

The language currently states that the Developer will establish a baseline of water quality

variables prior to construction and will monitor Acme Creek through monthly collecting, analyzing and reporting of water quality during construction, and quarterly for two years after construction of a development phase has been completed. This will allow adequate time for vegetation to establish after construction while ensuring the storm water management system is working as intended. This is also similar to the requirements of the Grand Traverse Town Center development next door. The language in the PD agreement clarifies that the timing of the monitoring will be based on the most recent development phase being implemented in the case that two or more development phases overlap. The Applicant and Developer may be satisfied with the updated language in the PD Agreement, however, expressed concerns at the meeting last month about being bound to continuously monitoring the water quality for years into the future.

Up until the meeting to review the draft PD Agreement, the discussions on the project included the short-term rental of the single-family dwelling units on the PD Plan. The plan indicates a variety of apartments/condos in the mixed-used community but were never included in the rental pool option previously discussed. For that reason, Item H under Exhibit C – Specific Conditions only speaks to the single-family dwellings. The Applicant and Developer have expressed a desire to also utilize the apartments/condos in this manner. The apartments/condos in the PD Plan are in districts zoned C-Corridor Commercial which allows short-term rentals, but only in single-family dwellings, not multifamily. The PC will need to determine if they feel the short-term rental of these multifamily properties shall be allowed in the PD Agreement.

The PC will need to review the PD Agreement and make any changes they deem necessary. Once satisfied, the following motion is submitted for consideration:

*Motion to recommend approval of Planned Development Application 2016-01 to the Township Board with drawings and supporting documents that have been submitted and the Planned Development Agreement as [presented] or [modified].*

### **3. Zoning Ordinance Amendment 046 – Solar Energy Farms**

After the January public hearing and discussion under old business, the PC decided to table the proposed Zoning Ordinance Amendment 046 to allow and regulate commercial solar energy farms. Two questions were presented by the PC for further research:

- Are commercial solar energy farms allowable under the provisions of the Purchase of Development Rights (PDR) agreements utilized by some property owners in the A-1 Agricultural District?
- Should a maximum size, or land area, being included in the ordinance language?

To answer the first question, I reached out to Mike Okma at the Grand Traverse Regional Land Conservancy. His emailed response is included in the packet. It is his interpretation that the conservation easements used in the PDR program to not allow for the construction and operation of commercial solar energy farms. Per his email, final review by counsel may be necessary.

To answer the second question, I emailed all the solar energy companies I have spoken with over the last year. I received responses back from representatives at Sun<sub>2</sub>O, Prism Power Partners, and ImMODO Development, all of which have been included in the packet. It may not be surprising they didn't necessarily offer a top-end area limit, nor should it be expected of them. Economies of scale often indicate that the larger the area, the more energy that can be produced, the greater the return on the cost of construction and

implementation. Therefore, having a business voluntarily recommend a limit on their return is not likely. However, they did share some insights that may be beneficial. For one, there are two economic factors driving interest in the state: the lower cost to manufacture the solar panels now compared to the past, and regulatory and legislative changes. For the latter, there is an article that has been included that I recommend reviewing title “PURPA Reign” (is that a Prince pun?).

Keeping in mind 1 megawatt (mw) of solar energy typically requires 10 acres of land to generate, the 2 mw limit for Power Purchase Contracts in the article would require roughly 20 acres. If the PC wishes to set an area limit for commercial solar farms, I don’t recommend setting it right at 20 acres. Other variables associated with the parcel, such as the existence of wetlands or north facing slopes, may require additional land area to reach scale. Plus, the Power Purchase Contracts aren’t the only driver and thus do not necessitate a 20 acre cap in and of itself. Michigan’s Public Act 342 of 2016 amended the 2008 Clean and Renewable Energy and Energy Waste Reduction Act (PA 295 of 2008) to require energy providers to increase renewable electricity generation in their portfolios from 10% in 2015, to 12.5% in 2019/20 and 15% by 2021. So although a commercial solar energy farm is not eligible for Power Purchase Contracts with avoided costs beyond 2 mw (~20 acres), there may be market demand for larger generating systems to meet statutory requirements.

Given the questions asked at last month’s PC meeting and the correspondence in this packet, the PC may want to consider the following provisions:

- If the PC desires to set an area/size cap, then consider at least 30 acres, perhaps even 50 acres.
- One of the goals of the master plan is to support the continuation of agricultural operations and preservation of farmland. The draft amendment allows this use in A-1, B-3 and B-4 districts. In accordance with the aforementioned goal, it may be worth prohibiting commercial solar farms within the “Agricultural Preservation Zone” on the Landscape Protection Map (p. 41, Figure 16, Acme Township Community Master Plan, 2014).
- Since public money was used for the PDR program, the PC may want to add language that expressly prohibits participating landowners from installing commercial solar energy farms.

Once the PC is satisfied with the draft ordinance language I recommend the following suggested motion for consideration:

*Motion to send the proposed zoning ordinance amendment 046 that would allow and regulate commercial solar energy farms to the Grand Traverse County Planning Commission for review and to recommend approval to the Township Board.*

**K. PUBLIC COMMENT & OTHER PC BUSINESS:**

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**1. Public Comment:**

**Open:**

**Close:**

**2. Zoning Administrator Report:** Shawn Winter

- **Permits** (since January 8, 2018)
  - Land Use Permits – 3
    - LUP 2018-01 Addition, 3582 Dock Rd
    - LUP 2018-02 New Home, 4152 Windward Way
    - LUP 2018-03 New Home, 4156 Windward Way

- Sign Permits – 2
  - SIGN 2018-01 Permanent, Spirit of the West
  - SIGN 2018-02 Temporary, Urban Diversions
- Medical Marihuana Applications – 56
  - This the total number of applications for the 20 licenses available in the township, based on facility type and zoning district
  - Currently working counsel to develop an efficient process for the initial review and feedback.
  - Lottery will be held on March 23 at a time to be determined.
- Urban Diversions is currently working on a site plan to redevelop the former Chemical Bank building at the corner of US-31 and Bunker Hill. This project will qualify for review by the Site Plan Review Committee.

3. **Planning Consultant Report:** John Iacoangeli
4. **Township Board Report:** Doug White
5. **Parks & Trails Committee Report:** Marcie Timmins

L. **ADJOURN:**

**Motion to adjourn:**

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**Support:**



# DRAFT UNAPPROVED

**ACME TOWNSHIP REGULAR BOARD MEETING  
ACME TOWNSHIP HALL  
6042 Acme Road, Williamsburg MI 49690  
Tuesday, January 9, 2018, 7:00 p.m.**

**CALL TO ORDER WITH PLEDGE OF ALLEGIANCE at 7:01 p.m.**

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

**Members excused:** none

**Staff present:** V. Donn, Recording Secretary

**A. LIMITED PUBLIC COMMENT:**

Jim Heffner, 4050 Bayberry Lane, requested the online township be kept up to date with meetings and events to keep citizens informed.

**B. APPROVAL OF AGENDA:**

**Motion by White to approve agenda as presented, supported by Scott. Motion carried unanimously**

**C. APPROVAL OF BOARD MINUTES: 12/05/17**

**Motion by Dye to approve Board minutes of 12/05/17, supported by Aukerman. Motion carried unanimously.**

**D. INQUIRY AS TO CONFLICTS OF INTEREST: None**

**E. REPORTS**

- a. Clerk - Dye:** Reported the MTA article for the Focus has been completed and is ready for their February magazine issue. Dye confirmed she will completing and return the salary survey MTA sent. The clerk's office will be going into election equipment and other state training.
- b. Parks:** Zollinger informed the state signed off on the grant money for the park, construction bids have gone out. The Bayside Park will be closed until contractors complete the work.
- c. Legal Counsel – J. Jocks:** No report
- d. Sheriff – Brian Potter:** No report
- e. County -Carol Crawford:** No report
- f. Roads –Jason Gillman:** No report

**F. SPECIAL PRESENTATIONS: None**

**G. CONSENT CALENDAR**

**1. RECEIVE AND FILE:**

- a. Treasurer's Report**
- b. Clerk's Revenue/Expenditure Report and Balance sheet**
- c. North Flight November report**
- d. RecycleSmart December 2017**
- e. Draft Unapproved meeting minutes**
  - 1. Planning Commission 12/11/17**



# DRAFT UNAPPROVED

2. CIP Committee meeting 12/15/17
3. Parks & Trails 11/17/17

## 2. APPROVAL:

1. Accounts Payable Prepaid of \$450,738.91 and Current to be approved of \$31,804.02  
(Recommend approval: Clerk, C. Dye)

Motion by White to approve Consent Calendar as presented, supported by Nelson. Roll Call motion carried unanimously

H. ITEMS REMOVED FROM THE CONSENT CALENDAR: None

I. CORRESPONDENCE: None

J. PUBLIC HEARING: None

## K. NEW BUSINESS:

1. Board of Review Alternate member - Supervisor  
Recommendation has been made for Matt Geib, a township resident who is a Realtor to be the alternate.

Motion by Scott to have Matt Geib as the alternate member for Board of Review, supported by Aukerman. Motion carried unanimously.

2. Resolutions for School Tax collections  
TBAISD – 2018.1  
TCAPS – 2018.2  
Elk Rapids – 2018.3

Motion by Jenema to approve TBAISD- 2018.1 for School Tax collections, supported by Dye. Motion carried unanimously

Motion by Aukerman to approve TCAPS- 2018.2 for School Tax collections , supported by White. Motion carried unanimously

Motion by Scott to approve Elk Rapids-2018.3 for School Tax collections, supported by Jenema. Motion carried unanimously

L. OLD BUSINESS: None

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

Scott and Zollinger will cover the GT Metro Board meetings with Nelson as the alternate.

**ADJOURN: Motion to adjourn by Jenema, supported by Scott. Meeting adjourned at 7:26 pm**

**ACME TOWNSHIP PARKS & TRAILS MEETING**  
**ACME TOWNSHIP HALL**  
**6042 Acme Road, Williamsburg MI 49690**  
**January 19<sup>th</sup>, 2018 8:30 a.m.**

**ROLL CALL:**

<b>Committee:</b>	X	Feringa	X	Heflin	X	Heffner	X	Jenema
	X	Smith	X	Timmins	X	Wentzloff		
<b>Advisory:</b>	X	Heinert	X	Kushman				
<b>Staff:</b>	X	Winter						

- A. **PUBLIC COMMENT:** Heflin introduced two of the Americorp workers, Michelle Jacokes and Julie Morvick that are helping GTRLC with trail building.
- B. **APPROVAL OF AGENDA: Motion to approve the agenda Timmins, 2nd. Wentzloff.**  
**Motion carries**
- C. **INQUIRY AS TO CONFLICTS OF INTEREST: none**
- D. **CORRESPONDENCE: none**
- E. **ACTION:**
  - 1. Approve Parks & Trails Minutes 12/15/2017 - Motion by Heflin to approve the minutes with a correction by Heffner to section 3) trail updates. Heffner 2nd. The motion Motion carries.
- F. **OLD BUSINESS:**
  - 1. **Bayside Park Updates:** Kevin talked about the tree bids going out. Hessels tree service won the bid for tree removal. Also the bid package for the rest of north bayside has gone to the state for final approval before the township can send out bids to contractors. Jenema asked about the budget. Kevin confirmed the tree bid was over budget by about 2x. Klaus addressed how the scope of the project changed and is larger than first projected. Wentzloff asked about tree selection and if any in the area were planned to be kept. Klaus discussed how they went out and flagged big healthy trees to keep.
    - a. **Update on bid package-**Discuss the larger bid package the state is currently looking over. Kevin is talking with Tamera at the state to make sure all the details are complete. The DNR review could take up to 30 days. Klaus and Kevin are hoping it will be closer to 2 weeks. They are hoping to put bids out in mid February. Jenema clarified that no further action was needed from the park and trails committee or from the board. Klaus said no further actions are needed as soon as the township hears back from the state they can take the project to bid Added landscaping between the road and the trail within the park as discussed at a previous meeting.
    - b. **Review updated recommendation for light pole and bollard options-**Bollard lights will be within the walking circle. The bollards will be silver and match other elements in the park. The old design had different LED spectrums and they couldn't get the lighting to match, this lead to some design changes. Discussed the design change that the lighting company suggested. base package will include the lights within the park. Will be getting a quote to find out what it will cost to light the back of the parking lot. Kevin will be talking to the Consumers electric company about hanging a light on an existing pole, to

save on the cost of a light pole, near the entrance of the park.

Discussed how the electrical part of the project was broken into 2 separate sources of power for the north and south end of N. bayside. This design for the electric was the most economical choice.

Kevin discussed ending the TART trail within the park at the parking lot on the south end, until further conversations and decisions can be made with the Bay Villa condos on the south end.

Discussed the playground. Base bid package will include the larger play structure and a swing set, as shown in the original plans. There will be room left for the other playground elements to be incorporated in a later phase.

Spoke with MDot about staging for the project. One lane will be closed down for about 4 days, a plan has been turned into MDot, they like the plan.

Heflin asked about a completion date for Bayside park

Klaus said the goal is to have the work done before 4th. Of July weekend.

Discussed the meeting with Road commission concerning Shore beach lane. Next step is figuring out right of way, ownership and easements. Working with the road commission to get the findings. Gosling and Czubak is proposing at least getting a new cross section where the new opening to the park will be, as the first step to a future possible road rebuild.

- c. **Review site furniture and site amenities:** -Klaus talked about the furniture and signs currently within the park and having to move things and get them out of the way.

Klaus recommended that the committee talk about what to do as an interim plan as to where to place picnic tables, controlling the flow of use within the park, so that park users aren't moving them all over the park as they currently do. Talked about other places to put the benches.

Klaus also touched on all the watershed signs, need a plan as to where they can be placed within the new park plan. Recommends talking to Sarah at the watershed center about placement recommendations.

Klaus also talked about the old bayside park sign, if the township doesn't want the sign it will be disposed of when it's taken down for construction.

Kevin, has secured the MDEQ, and army corp joint permit for work along the shoreline, met with them on site, finalized the permit the week of 1-15-18. Also have SESC permits in hand.

- d. **Adopt-A-Bench Program-** Winter update, has 1 check in hand, 2 more on the way, and 2 that have confirmed they are still interested. So 6 out of the 10 benches are spoken for.

## 2. Trail Updates

- a. **Acme Connector Trail-** Kushman, - worked with Holiday Inn express, their board wants to know what assurances can the hotel have as far as solving any problems on the trail. Kushman expressed that TART has history on the trail and lack of problems to date, but if there are problems they can reach out to TART, Acme township, and the local sheriff's office. Waiting to hear back with the Holiday Inn's response. Once the Holiday Inn's board signs off it goes to Wells Fargo.

Winter discussed the \$15,000 grant for engineering

- b. **Letters of commitment, easements** -letters of commitment were sent to Samaritas and the church. The church has already voiced support for the project and John DeMarsh is working with Samaritas board to get signatures of support.

Talked about Dan Kelly's property and the trail being a condition of the PUD, Winter doesn't feel that the township needs to spend time getting a letter of commitment from Dan for that reason.

Discussed the cost of the survey, based on linear feet.

Discussed how getting the survey (app.\$1600) and construction engineering from Bunker Hill along the railroad tracks to Mt. Hope, the cost would be \$13,161, both projects would fit within the cost of the grant. After the survey and construction engineering plans are

complete the township can begin looking for grant money for trail construction.

**Motion by Wentzloff, support by Heflin to complete the survey work for Bunker hill to GTTC and the construction engineering from Bunker hill to Mt. Hope to utilize the remaining balance of the 2% grant.**

**Motion carries.**

Kushman update, Julie made contact with the resort to see what the next steps are in trail realignment not utilizing the shores property.

Kushman has reached out to Hick's brothers realty, they own 2 parcels on Deep Water Pt. rd that would connect to the Wentzloff parcel.

TART has a draft RFP for preliminary design for the Elk Rapids section of the trail.

Wentzloff and Clark will be meeting with the Bay Villa association at their next meeting in May, will report back to the committee in June.

Planning next steps -

**c. TVC2CHX Trail**

Kushman update, Julie made contact with the resort to see what the next steps are in trail realignment not utilizing the shores property.

Kushman has reached out to Hick's brothers realty, they own 2 parcels on Deep Water Pt. rd that would connect to the Wentzloff parcel.

TART has a draft RFP for preliminary design for the Elk Rapids section of the trail.

Wentzloff and Clark will be meeting with the Bay Villa association at their next meeting in May, will report back to the committee in June.

**3. Park System Signage-** Feringa will be meeting with Valley City signs before the end of January. Leaving on the agenda for February

**4. Park Rules**

**a. Update & Feedback-** Smith and Heflin came up with an outline based on what the township has and what other townships have.

Discussion followed about some parks having more rules than others. Rules on hunting within Yuba Nature area were discussed, Jenema is looking into the fire arms issue.

Winter will talk to Jeff Jocks about clarifying language for parking.

Heffner asked about bayside park being closed while construction is underway.

Jenema said that is the intent so that construction flow will go smoothly, signs and letters will go out letting residents know.

**G. NEW BUSINESS:**

**1. None**

**H. PUBLIC COMMENT Michelle Jacokes- gave an update on the Autumn Olive in Yuba, they are working on removing Autumn Olive on the hill side by hand. They also were out last week mapping possible trail routes.**

**ADJOURN: Motion by Wentzloff 2nd. By Timmins**

**Motion carries**



**ACME TOWNSHIP CIP MEETING  
ACME TOWNSHIP HALL  
6042 Acme Road, Williamsburg MI 49690  
January 19<sup>th</sup>, 2018 9:30 a.m. (immediately following Parks & Trails meeting)**

**CALL TO ORDER AND ROLL CALL:** Meeting was called to order at 10:25 at conclusion of the Parks & Trails meeting.

<b>Committee:</b>	X	Aukerman	X	Feringa	X	Jenema
<b>Staff:</b>	X	Winter				

- A. LIMITED PUBLIC COMMENT:** None
- B. APPROVAL OF AGENDA:** Motion by Feringa to approve agenda, seconded by Aukerman.
- C. INQUIRY AS TO CONFLICTS OF INTEREST:** None
- D. ADMINISTRATIVE ACTION:**
  - 1. Adopt CIP Minutes 12/15/2017. Motion by Feringa to approve CIP minutes from 12/15/17, seconded by Jenema
- E. CORRESPONDENCE:** None
- F. OLD BUSINESS:** None
- G. NEW BUSINESS:**
  - 1. CIP Scoring input requested of Planning Commissioners 01/08/2018  
Briefly discussed results of the Planning Commissioners' scoring of CIP projects.
  - 2. Work session  
Reviewed category heads on PC's scoring recap; agreed "Rank" should be changed to "Score" to avoid confusion since Ranking is a future step.
  - 3. Next steps and deadlines  
Discussed dates for Public Hearing to gain public's input on CIP projects. Agreed to hold Public Hearing at next Planning Commission meeting -- February 12, 2018 at 7pm. Notice of Hearing to be handled by Shawn Winter.
- H. PUBLIC COMMENT:** None

**ADJOURN:** Motion by Feringa, seconded by Aukerman. Meeting adjourned at 11:10am.



ACME TOWNSHIP PLANNING COMMISSION MEETING  
ACME TOWNSHIP HALL  
6042 Acme Road, Williamsburg MI 49690  
January 8<sup>th</sup>, 2018 7:00 p.m.

**CALL TO ORDER WITH PLEDGE OF ALLEGIANCE: 7:02 p.m.**

**ROLL CALL: Members present:** K. Wentzloff (Chair), S. Feringa (Vice Chair), B. Balentine, D. Rosa, M. Timmins (Secretary), D. VanHouten, D. White (arrived 7:09)

**Members excused:** none

**Staff present:** S. Winter, Planning & Zoning Administrator, J. Jocks (Counsel), V. Donn, Recording Secretary

**A. LIMITED PUBLIC COMMENT: None**

**B. APPROVAL OF AGENDA:**

**Motion by Timmins to approve the agenda adding under Consent Calendar E. 1-b. Parks and Trails Committee Meeting Draft Minutes 12/15/17, 1-c. CIP Committee Meeting Draft Minutes 12/15/17, under Correspondence G.-2. Watershed Center letter regard Kelly Project and 3. MDOT email regarding Kelly Project. Supported by Feringa. Motion carried unanimously.**

**C. INQUIRY AS TO CONFLICTS OF INTEREST: None**

**D. SPECIAL PRESENTATIONS:**

1. None

**E. CONSENT CALENDAR:**

1. **RECEIVE AND FILE**

a. Township Board Meeting Draft Minutes 12/05/17

b. Park and Trails Committee Meeting Draft Minutes 12/15/17

c. CIP Committee Meeting Draft Minutes 12/15/17

2. **ACTION:**

a. Adopt Planning Commission Minutes 12/11/17

**F. ITEMS REMOVED FROM THE CONSENT CALENDAR:**

1. Remove Planning Commission Minutes 12/11/17

Timmins requested to remove the Planning Commission Minutes 12/11/17 from the Consent Calendar.

**Motion by Balentine for approval of Consent Calendar with addition of Parks and Trails Committee Meeting Draft Minutes 12/15/17, CIP Committee Meeting Draft Minutes 12/15/17 and removal of Planning Commission Minutes 12/11/17. Supported by Timmins. Motion carried unanimously.**

**Motion by Feringa to modify the Planning Commission Minutes 12/11/17 with the correction in Roll Call to remove Secretary from Balentine and add to Timmins, and add to Items Removed From The Consent Calendar, Item F. Feringa as abstained from approval of the 11/13/17 agenda. Supported by Balentine. Motion carried unanimously.**

**G. CORRESPONDENCE:**

1. Post-Construction Acme Creek Monitoring, GTTC, Acme, Michigan

2. The Watershed Center Letter regarding Dan Kelly Project

3. MDOT email regarding Dan Kelly Project

**H. PUBLIC HEARINGS:**

1. Zoning Ordinance 046 – Solar Energy Farms: None
2. Zoning Ordinance Amendment 047 – Hoxsie Rezone Request: None
3. Zoning Ordinance Amendment 048 – Short-Term Rentals: None
4. Planned Development 2016-01 – IDF, Dan Kelly: None

**I. NEW BUSINESS:**

1. None

**J. OLD BUSINESS:**

**1. Zoning Ordinance 046 – Solar Energy Farms**

It was determined additional information needs to be obtained on the types and regulations of solar energy before presenting to the board. Topic will remain on the agenda for further discussion at the February Planning Commission meeting.

**2. Zoning Ordinance Amendment 047 – Hoxsie Rezone Request**

Required survey was submitted for the application to rezone a parcel owned by Dennis and Judy Hoxsie.

**Motion by Timmins to send the proposed zoning ordinance amendment 047 to rezone surveyed 9.91 acres of the parcel owned by Dennis and Judy Hoxsie along S. Bates Rd from A-1 Agricultural to B-4 Material Processing and Warehousing as indicated in the submitted application to the Grand Traverse County Planning Commission for review and recommend approval to the Township Board. Supported by Balentine. Motion carried unanimously.**

**3. Zoning Ordinance Amendment 048 – Short-Term Rentals**

**Motion by Timmins to send the proposed Zoning Ordinance Amendment 048 addressing short-term rentals to the Grand Traverse County Planning Commission for review, and to recommend approval to the Township Board. Supported by VanHouten. Motion carried unanimously.**

**4. Planned Development 2016-01 – IDF, Dan Kelly**

Dan Kelly and Nathan Elkins of Influence Design Forum in Traverse City were available for questions. Elkins asked to have some flexibility in the agreement for any changes that may occur as the project develops. Correspondence from MDOT on the traffic related concerns and the letter from Traverse Bay Watershed Center on watershed issues were discussed. Winter recommended the Planned Development Agreement needs to include language pertaining to these issues and any other conditions of concerns. Winters and Jocks will work on a draft version to review at the February commission meeting before moving the Kelly PD agreement on to the Board.

**5. Capital Improvements Plan**

Winter reported the CIP committee finished revising a list of projects. He asked the Planning Commissioners to go through the list and rank each project with a 1-5 score with 5 having the highest level of priority. The rankings need to be submitted to him this week to have for the next CIP meeting to review before sending to the Acme Township Board.

**K. PUBLIC COMMENT & OTHER PC BUSINESS**

1. Zoning Administrator Report – Shawn Winter: No report
2. Planning Consultant Report – John Iacoangeli: No Report
3. Township Board Report – Doug White: No Report
4. Parks & Trails Committee Report – Marcie Timmins: No Report

**ADJOURN: Motion to adjourn by Timmins, supported by Balentine. Meeting adjourned at 8:25**



## Shawn Winter

---

**From:** Cathy Dye  
**Sent:** Tuesday, February 06, 2018 12:54 PM  
**To:** Shawn Winter  
**Subject:** Education  
**Attachments:** MTA Conference April 23-26.pdf

Hey Shawn

I'd like to share my enthusiasm with the Planning Commission Board about MTA conference coming to the Grand Traverse Resort April 23-26 and the educational opportunities available right here in Acme Township. Would like them to know that they are able to attend some half days or one single day if they see an educational session that interests them. Early-bird rate for registration ends March 27. If anyone has questions about registering or anything, they may contact me.

Thank you,

*Cathy Dye, CMMC  
Acme Twp. Clerk  
6042 Acme Rd.  
Williamsburg, MI 49690  
231-938-1350 Monday -Thursday  
cdye@acmetownship.org*



# GREATER

Township Good

## MTA's 65th Annual Educational Conference & Expo

April 23-26, 2018 | Grand Traverse Resort | Acme Township

# REGISTRATION BEGINS JAN. 3

for Michigan's largest township educational & networking event of the year



## Embrace a ‘Greater Township, Greater Good’ at MTA’s Annual Educational Conference

Today’s township officials are in an extraordinary position to not just create a greater community—their efforts as local leaders help create a greater Michigan and a greater good among all our state’s residents.

**Join MTA this April to learn innovative solutions, processes and ideas to effect greatness in your community and your state.**

This spring, we’ll be returning to the Grand Traverse Resort in Acme Township (Grand Traverse Co.) for our **65th Annual Educational Conference & Expo, April 23-26, 2018**. The Grand Traverse area offers so much more than just a stunning, picturesque landscape—the greater region is an inspiration for communities working together for the greater good of their corner of Michigan—helping to create a regional destination, with national recognition and a reputation for excellence.

Grand Traverse perfectly encapsulates this year’s Conference theme—**Greater Township, Greater Good**—and we’ll provide opportunities to allow attendees to head out into the Traverse area and experience the innovation and collaboration that has allowed the region to survive—and thrive—in today’s changing social and economic climates.

The locale may be inspiring enough, but we’ve got so much more in store for this year’s Conference. **At more than 60 educational workshops, the leading local government thought leaders and governance experts will share ideas, examples and suggestions on thinking “big picture” and the impact you can make on the greater good.** And of course, the irreplaceable networking and connections you’ll make among more than 1,000 local leaders simply cannot be replicated anywhere else.

Be part of something larger than yourself—be part of MTA’s 2018 Annual Conference.

# schedule of events

## Day 1

Monday, April 23

8:30 a.m.-Noon	<i>Morning sessions*</i> : Lessons from <i>Menard Inc. v. City of Escanaba</i> or Making Meetings Work More Effectively 
9 a.m.-5 p.m.	Auditor Institute*
9:30 a.m.-4:30 p.m.	Legal Institute for Township Attorneys*
11:30 a.m.-6 p.m.	MTA Registration Center, Ticket Xchange & MTA-PAC Booth Open
12:30-4:30 p.m.	EduTour: Historic Barns Park* ( <i>pre-registration required</i> )
1-5 p.m.	<i>Afternoon sessions*</i> : Cemeteries: Challenges & Solutions or Strategic Planning 
3-5:30 p.m.	Taste of Traverse City Culinary Crawl* ( <i>pre-registration required</i> )
5-6 p.m.	Volunteer Training Reception ( <i>by invitation only; RSVP required</i> ) <i>Sponsored by Miller, Canfield, Paddock &amp; Stone PLC</i>
8 p.m.-Midnight	“3-D” Welcoming Reception <i>Sponsored by Bendzinski &amp; Co., Municipal Finance Advisors</i>

## Day 2

Tuesday, April 24

7 a.m.-4 p.m.	MTA Registration Center, Ticket Xchange & MTA-PAC Booth Open
8:30-9:45 a.m.	Opening Session <i>Sponsored in part by DTE Energy</i>
9:45 a.m.-2:45 p.m.	MTA Expo & Bookstore Open <i>Chair massage sponsored by Fabey Schultz Burzych Rhodes, PLC, portrait studio sponsored by General Code</i>
10:15-11:30 a.m.	Concurrent Educational Sessions
11:45 a.m.-12:15 p.m.	MTA Caucus Election ( <i>MTA District 7 only</i> )
11:45 a.m.-12:45 p.m.	TGA Graduate “Class of 2018” Luncheon  ( <i>by invitation only; RSVP required</i> ) <i>Sponsored by ITC Holdings Corp.</i>
1-2:15 p.m.	Concurrent Educational Sessions
2:45-4 p.m.	Concurrent Educational Sessions
4:30-5:15 p.m.	<i>Informational Sessions</i> : MTA Salary Survey, Intro to MTA’s Township Governance Academy, Social Networking with MTA and The Inside Scoop on MTA County Chapters
6-9 p.m.	Par-Plan Fun Night <i>Sponsored by Michigan Township Participating Plan</i>

## Day 3

Wednesday, April 25

7-11 a.m.	MTA Registration Center, Ticket Xchange & MTA-PAC Booth Open
8:30-9:45 a.m.	General Session, featuring keynote address <i>Sponsored in part by Consumers Energy</i>
9:45 a.m.-1:30 p.m.	MTA Expo & Bookstore Open <i>Chair massage sponsored by Fabey Schultz Burzych Rhodes, PLC, portrait studio sponsored by General Code</i>
10:15-11:30 a.m.	Concurrent Educational Sessions
Noon-1 p.m.	Township Business Solutions Sessions 
1:30-2:45 p.m.	Concurrent Educational Sessions
3:15-4:30 p.m.	Concurrent Educational Sessions
5:30-6:30 p.m.	VIP Reception* ( <i>pre-registration required</i> ) <i>Sponsored by EMC Insurance Companies &amp; Ted Hartleb Agency</i>
6:30-9 p.m.	MTA Banquet Entertainment <i>sponsored in part by Burnham &amp; Flower Insurance Group; photo booth sponsored by Giffels &amp; Webster</i>
9 p.m.-Midnight	Afterglow Reception <i>Sponsored by Burnham &amp; Flower Insurance Group</i>

9-11 a.m.

MTA Annual Meeting

## Day 4

Thursday, April 26

\*Additional fee required.

Schedule subject to change.



# specialevents

## Opening Session | Tuesday, April 24

Start the Conference off with an inspirational celebration of township government and public service, and get energized for the week ahead at our Opening Session. The majestic Township Parade of Flags kicks off the morning, followed by 2017 MTA President Diane Randall's review of her time at the helm of the Association. Then, MTA Executive Director Larry Merrill takes the stage to offer his reflections and insights to inspire local officials to embrace their role in the greater good, bettering their communities and their state.

*Don't miss our keynote address on Wednesday morning!*

Sponsored in part by



## MTA Expo | Tuesday, April 24 & Wednesday, April 25

Michigan's largest municipal exposition brings together township vendors and suppliers that can help you realize opportunities to provide even better programs, systems and services for your community. No where else will you find such a wide assortment of companies serving townships—from attorneys to engineering firms, software companies to environmental services—all there to help you discover ways to run your township more efficiently.

Don't miss the MTA Bookstore, where you'll find more than a dozen publications geared exclusively to township government (and save 10 percent on all publications and MTA-logo products!). Be sure to stop by the MTA-PAC Booth, and learn more about how your contributions can help MTA support legislators who value township government.

Chair massage sponsored by



Portrait studio sponsored by



## Choose your seat at the MTA Banquet

Bring the MTA Banquet ticket that you receive with your Conference credentials to the MTA Ticket Xchange by 11 a.m. on Wednesday, April 25, to pre-select your table. Assigned seating is on a first-come, first-served basis. If you wish to sit with a certain group of people, ALL banquet tickets must be collected and turned in at the same time.

## Evening events include:

### “3-D” Welcoming Reception | Monday, April 23

Enjoy Desserts, Drinks & Dancing at McGee's 72.

Sponsored by



### At the Hop! Par-Plan Fun Night | Tuesday, April 24

Take a trip back to the fabulous '50s, and enjoy three hours of non-stop fun!

Sponsored by



### Afterglow Reception | Wednesday, April 25

Keep the night going with music, drinks and dancing following the MTA Banquet.

Sponsored by **Burnham & Flower** INSURANCE GROUP

**Sponsors**  
*(as of Dec. 21, 2017)*

**Platinum**



**Gold**



## General Session | Wednesday, April 25

The morning starts off by honoring the Township Governance Academy graduating class of 2018 and those officials who have taken the next step toward a greater board, greater governance—and ultimately, a greater community, by completing this comprehensive credentialing program. Following this recognition, our Conference keynoter takes the stage, offering insights and inspiration into how each and every elected official is in a unique situation to create a vision for their community and to courageously contribute to a “Greater Township, Greater Good”—making a difference in people’s lives, every day.

Sponsored in part by  **Consumers Energy**  
Count on Us

## MTA Banquet | Wednesday, April 25

Gather together for an evening of camaraderie and entertainment at MTA’s Annual Banquet, featuring delicious local fare—and, of course, the company of more than 1,000 dedicated local officials. Special guests will join Conference attendees to recognize those who have made significant contributions to advancing township government.

Our evening entertainment is someone to whom we’re sure all township officials will be able to relate. Humorist Dan Bennett knows that juggling skills are indispensable in today’s world—especially for our local leaders! Sit back as Bennett amazes and delights you with his comedy, juggling skills and even a few life lessons thrown in.

*NOTE: The MTA Banquet is included with full-Conference and guests registrations only. A ticket will be issued with your Conference credentials; you may pre-select your Banquet table by stopping at the MTA Ticket Xchange before 11 a.m. on Wednesday, April 25. Additional tickets may be purchased at MTA Registration prior to 11 a.m. on Wednesday, April 25.*

*\*Those with special dietary needs should contact Kristin at (517) 321-6467 or kristin@michigantownships.org three weeks prior to Conference.*

Entertainment sponsored in part by  **Burnham & Flower**  
INSURANCE GROUP

Photo booth sponsored by  **giffels webster**

## MTA Annual Meeting | Thursday, April 26

Help guide the future direction of the Association at MTA’s Annual Meeting, where delegates cast their vote on proposed policies to be included in MTA’s 2018 Policy Platform (*only elected officials from member townships may vote*), and participate in the installation of the Association’s new president and officers. During the meeting, 2017 MTA President Diane Randall will also be recognized for her dedicated service to the Association.

### January 3

Conference registration begins (*form appears on page 10*).

### January 23

Housing reservations open at 9 a.m. (*form appears on page 8*).

### March 27

Last day to register for Conference at the early-bird rate.

### March 30

Last day to obtain housing at special rates in MTA room blocks.

### April 10

Last day to register for Conference to have a confirmation sent to you. Attendees registering after this date must stop by MTA Registration on-site.

Last day to obtain the regular registration rate; on-site rate applies after this date.

### April 16

Contact the MTA office if you registered by the April 10 deadline and have not received a confirmation.

Countdown to Conference

Silver



Bronze



# general information

## Attire

Business casual dress is appropriate for all events. Due to fluctuations in room temperature, MTA encourages you to bring a sweater or suit coat for your comfort.

## Cancellations & Substitutions

A Conference registration may be transferred to another individual (from the same township) for a \$10 administrative fee. Refund of the registration fee, less a \$25 administrative fee, will be made if notice is received in writing by March 27, 2018. Written cancellation requests received after March 27, 2018, but before April 10, 2018, will be subject to an administrative fee equal to one-half of the registration fee. No refunds will be made thereafter or for no-shows. Hotel cancellation policies vary; check your reservation confirmation for details.

## Confirmation & Credentials

A confirmation of your registration will be sent prior to Conference if you are registered by April 10, 2018. If you do not receive your confirmation by April 16, 2018, call MTA at (517) 321-6467. All attendees must still check in at MTA Registration, located in the Tower Lobby (Lower Level) of the Grand Traverse Resort.

## Optional Activities

Pre-Conference events on Monday, April 23 may be added to your Conference registration or purchased separately. Admission to the MTA Banquet on Wednesday, April 25 is included with main-Conference and guest registrations ONLY. Additional banquet tickets may be purchased on the Conference registration form (see page 10). Admission to the EduTour, Taste of Traverse City and VIP Reception are not included in the registration fee and must be purchased separately prior to Conference. For more details on optional activities, see page 12.

## Parking & Shuttle Service

Free parking is available at all hotels with MTA room blocks, including the host hotel, the Grand Traverse Resort. The resort also offers valet parking for \$10 per night. Shuttle service will be provided to/from off-site hotels and the Grand Traverse Resort during Conference hours.

## Photography Release

By registering for this event, attendees grant permission to MTA to utilize their image or likeness to promote MTA and our Annual Conference & Expo. Attendees waive any right to inspect or approve the finished product(s), copy or other matter that may be used in connection therewith or the use to which it may be applied.

## Registration

Conference registration opens Jan. 3, 2018. **You MUST register for Conference prior to booking your hotel room.** Your confirmation will contain your personalized housing code, which is required to book your hotel room. Housing reservations open at 9 a.m. on Jan. 23. See page 6 for additional information.

All attendees must check in at MTA Registration located in the Tower Lobby (Lower Level) of the Grand Traverse Resort on Monday from 11:30 a.m. to 6 p.m., Tuesday from 7 a.m. to 4 p.m., and Wednesday from 7 to 11 a.m. There, you can pick up your registration materials, purchase banquet tickets and get directions to MTA events.

## Registration Rates

Registration rates for Conference delegates and their guests appear on page 10. Registrations must be faxed, postmarked or made online by March 27, 2018, to receive the early-bird rate. For registrations made after that date and before April 10, regular rates apply. Registrations made after April 10, 2018, will be subject to the on-site registration rate.

**Main conference:** Includes Tuesday and Wednesday educational sessions, Networking Lounge, Bendzinski's "3-D" pre-Conference festivities, Opening Session, General Session, Expo, Par-Plan Fun Night, MTA Banquet and Burnham & Flower Insurance Group's Afterglow Reception.

**Pre-Conference classes:** Include that session's handouts and meal(s). Additional fees are required; see page 13 for session descriptions.

**Single-day only:** Includes that day's educational sessions (including either Opening or General Session), Networking Lounge and Expo.

**Guest:** Includes admission to Bendzinski's "3-D" pre-Conference festivities, Opening Session, General Session, Expo, Par-Plan Fun Night, MTA Banquet and Burnham & Flower Insurance Group's Afterglow Reception. Registered guests may also use MTA shuttle service and purchase optional activity tickets. *Note: Guests cannot attend any educational sessions or pre-Conference classes unless registered as an attendee.*

## Special Needs

Attendees with special dietary or accessibility needs should notify Kristin at (517) 321-6467 or email [kristin@michigantownships.org](mailto:kristin@michigantownships.org) at least three weeks prior to Conference.

## Ticket Xchange

Select your table for the MTA Banquet at the Ticket Xchange, located on the Lower Level of the Grand Traverse Resort in the Peninsula Room on Monday, and Governors' Hall lobby Tuesday and Wednesday.



# Register today!



## The Township Parade of Flags will kick off MTA's 2018 Annual Conference's Opening Session on Tuesday, April 24.

Register today to take part in the Parade—what some attendees call “the most inspirational part of the Conference!” To register, fax this form to (517) 321-8908, or email [jenn@michigantownships.org](mailto:jenn@michigantownships.org) by April 13, 2018. Information and instructions will be emailed to all Parade participants prior to Conference.

Township/County \_\_\_\_\_

Contact Person \_\_\_\_\_ Title \_\_\_\_\_

Email Address \_\_\_\_\_

**Questions?** Call Jenn Fiedler at (517) 321-6467 or email [jenn@michigantownships.org](mailto:jenn@michigantownships.org).

### Housing Reservations Procedures

#### *Hotel reservations open at 9 a.m. on Tuesday, Jan. 23.*

More than 900 rooms, suites and condos have been reserved for attendees at the Grand Traverse Resort and area hotels. Each hotel offers unique amenities, discounted rates and complimentary parking. Some even offer free breakfast!

To reserve your hotel room in MTA's Conference room block, you must first register as a Conference attendee. This allows registrants priority access to rooms, and prevents filling the most desired hotels with “just in case” bookings for individuals who later opt not to attend. Your Conference registration confirmation contains your personalized housing code allowing one room per code.

For the fastest service and the most up-to-date hotel availability, make your reservation online at [www.grandconnection.com/mta2018](http://www.grandconnection.com/mta2018).

Here's how it works:

- 1) Register for the Conference, beginning Jan. 3, at [www.michigantownships.org](http://www.michigantownships.org) or send in your Conference registration form via fax or mail.
- 2) Look for your confirmation email, which contains your personalized housing code. (Allow two to three days after receipt for processing of faxed or mailed forms.)
- 3) Beginning Jan. 23 at 9 a.m., visit [www.grandconnection.com/mta2018](http://www.grandconnection.com/mta2018) and enter your last name and personalized housing code to reserve your room online. You may also fax or mail completed forms to the MTA Housing Bureau. **NOTE:** Forms received without a housing code will not be processed; you **MUST** include your code for your reservation to be made. (See hotel reservation form on page 8 for additional instructions.)

### Housing Confirmation

The MTA Housing Bureau will provide a confirmation of your hotel reservation. Those booking via MTA's secure housing website, [www.grandconnection.com/mta2018](http://www.grandconnection.com/mta2018), will receive an instant confirmation; allow up to two weeks for faxed or mailed reservation forms.

A complete mailing address, phone number and credit card to guarantee the room are required to process housing requests. Most hotels allow pre-payment by check; instructions will be provided on your hotel confirmation. *Do NOT send checks to MTA or the Housing Bureau; checks must be sent directly to your confirmed hotel.*

### Changes, Cancellations & Refunds

All hotel cancellations and changes on or before April 18, 2018, must be made in writing by mail, fax or email to the MTA Housing Bureau, or visit [www.grandconnection.com/mta2018](http://www.grandconnection.com/mta2018) and select the “Change Hotel” option. Confirmation of your revision(s) will be sent to you within one week. If you do not receive confirmation, call the MTA Housing Bureau at (616) 785-6027, ext. 34.

After April 18, cancellations or changes should be made directly with your hotel. Cancellation policies vary; see your reservation confirmation for details. Late cancellations or early departures may result in penalties. **IMPORTANT:** If you do not show up for the first night of your reservation, your entire reservation will be cancelled and you will be charged for one night's room and tax.

**REMEMBER:** **Make your housing reservations by March 30, 2018, to ensure availability and discounted rates.**

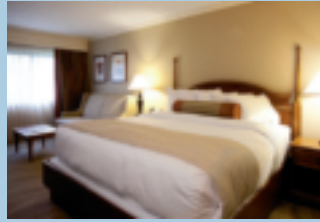
## Host hotel: **Grand Traverse Resort** 100 Grand Traverse Village Blvd., Acme Township

The Grand Traverse Resort offers spectacular service, diverse accommodations and a warm “up north” atmosphere that will make you feel right at home. Amenities include: in-room coffee, five restaurants and lounges, free WiFi, room service, gallery of shops, business center, indoor pool/hot tub/water playground, spa, and fitness center. Complimentary shuttle available throughout resort.

### THREE NIGHT MINIMUM STAY REQUIRED

Cancel at least 72 hours prior to arrival date to avoid penalty.

**Check-in:** 4 p.m.      **Check-out:** 11 a.m.  
**Parking:** Complimentary self-parking; valet, \$10/night



## Available room types & rates

(Rates are per room, per night, plus taxes)

**Hotel (king or double bedded) - \$134.95\***  
**Tower (king or double bedded) - \$164.95\***  
**Studio condo - \$134.95**  
**One-bedroom condo - \$164.95**  
**Two-bedroom condo - \$194.95**  
**Three-bedroom condo - \$224.95**

Rates above include resort fees. Current taxes include 5% local assessment and 6% state sales tax.

\*Additional charge for triple/quad occupancy.

## Additional options

### **Holiday Inn Express**      **3536 Mt. Hope Rd., Acme Twp.**

1.5 miles to Grand Traverse Resort, free shuttle provided

**Rate:** \$89.95 (king or 2 queens)

**Check-in:** 3 p.m.      **Check-out:** 11 a.m.

**Amenities include:** free on-site parking, free WiFi, deluxe breakfast, in-room coffee, fitness center, business center, heated indoor pool/whirlpool.

Cancel at least 24 hours prior to arrival date to avoid penalty.

### **Sleep Inn**      **5520 U.S. 31 North, Acme Twp.**

1.5 miles to Grand Traverse Resort, free shuttle provided

**Rate:** \$85 (king or 2 queens)

**Check-in:** 4 p.m.      **Check-out:** 11 a.m.

**Amenities include:** free on-site parking, free WiFi, hot breakfast, in-room coffee, exercise room, 24-hour heated indoor pool/whirlpool, business center.

Cancel at least 24 hours prior to arrival date to avoid penalty.

### **Cherry Tree Inn & Suites**      **2345 U.S. 31 North, Traverse City**

3.2 miles to Grand Traverse Resort, free shuttle provided

**Rates:** \$101 (king or 2 queens), \$131/\$141/\$151 (king suites)

**Check-in:** 3 p.m.      **Check-out:** 11 a.m.

**Amenities include:** free on-site parking, free WiFi, hot breakfast, in-room coffee, kitchenettes in each room, heated indoor pool/whirlpool, heated outdoor whirlpool, fitness room, business center, 24-hour front desk and Sweet Shoppe.

Cancel at least 24 hours prior to arrival date to avoid penalty.

### **Sugar Beach Resort Hotel**      **1773 U.S. 31 North, Traverse City**

4 miles to Grand Traverse Resort, free shuttle provided

**Rate:** \$92 plus 4% resort fee (king or king/queen)

**Check-in:** 4 p.m.      **Check-out:** 11 a.m.

**Amenities include:** free on-site parking, free WiFi, deluxe continental breakfast, in-room coffee, fitness room, heated indoor pool/whirlpool, mini-fridge/microwave in room, business center.

Cancel at least 48 hours prior to arrival date to avoid penalty.

### **Grand Beach Resort Hotel**      **1683 U.S. 31 North, Traverse City**

4 miles to Grand Traverse Resort, free shuttle provided

**Rate:** \$92 plus 4% resort fee (king or king/queen)

**Check-in:** 4 p.m.      **Check-out:** 11 a.m.

**Amenities include:** free on-site parking, free WiFi, deluxe continental breakfast, in-room coffee, fitness room, heated indoor pool/whirlpool, mini-fridge/microwave in room, business center.

Cancel at least 48 hours prior to arrival date to avoid penalty.

### **Comfort Inn**      **460 Munson Ave., Traverse City**

6.4 miles to Grand Traverse Resort, free shuttle provided

**Rate:** \$114 (2 queens)

**Check-in:** 3 p.m.      **Check-out:** 11 a.m.

**Amenities include:** free on-site parking, free WiFi, deluxe continental breakfast, in-room coffee, fitness room, heated indoor pool/whirlpool, business center.

Cancel at least 48 hours prior to arrival date to avoid penalty.

### **Country Inn & Suites**      **420 Munson Ave, Traverse City**

6.4 miles to Grand Traverse Resort, free shuttle provided

**Rate:** \$101 (king or 2 queens)

**Check-in:** 3 p.m.      **Check-out:** 11 a.m.

**Amenities include:** free on-site parking, free WiFi, hot breakfast, in-room coffee, heated indoor pool/whirlpool, mini-fridge/microwave in room, fitness center, business center.

Cancel at least 72 hours prior to arrival date to avoid penalty.

### **Cambria Suites**      **255 Munson Ave., Traverse City**

6.7 miles to Grand Traverse Resort, free shuttle provided

**Rate:** \$134 (king suite or double queen suite)

**Check-in:** 3 p.m.      **Check-out:** 11 a.m.

**Amenities include:** free on-site parking, free WiFi, in-room coffee, heated indoor pool/whirlpool, on-site restaurant, sundry shop, mini-fridge/microwave in room, fitness center, business center.

Cancel at least 48 hours prior to arrival date to avoid penalty.

# housingreservationform

## Guest Information (Please use one form per room.)

ARRIVAL DATE	DEPARTURE DATE
NAME	
TOWNSHIP/ORGANIZATION	COUNTY
MAILING ADDRESS	
CITY/STATE/ZIP	
DAYTIME PHONE	FAX
EMAIL	
<input type="checkbox"/> CHECK HERE IF TAX EXEMPT	

## Housing Code

To reserve housing, you must first register for the Conference and receive a personalized housing code (enter below). Forms sent without a housing code will NOT be processed. See page 6 for details.

Housing Code: \_\_\_\_\_

## Accommodations

Please indicate hotel name and type of room requested (see page 7 for hotel details):

1st choice hotel: \_\_\_\_\_

2nd choice hotel: \_\_\_\_\_

3rd choice hotel: \_\_\_\_\_

Name(s) of additional guests in room: \_\_\_\_\_

Special Requests (barrier-free, etc.): \_\_\_\_\_

*Every effort will be made to accommodate special requests. You will be notified in advance if your request cannot be accommodated. For suite reservations, contact kristin@michigantownships.org or call (517) 321-6467.*

## State Sales Tax Exemption

All guests must pay local taxes. To be eligible for state sales tax exemption, you must:

- (1) Check the "tax exempt" box in the Guest Information section above.
- (2) Complete the Michigan Sales & Use Tax Certificate on page 9, and provide upon check-in. (If sending payment to the hotel prior to the Conference, include a completed certificate with payment.)
- (3) Pay your hotel expenses by township check or township credit card.

## Deposit Method

A credit card is required to guarantee your reservation. No charges will be posted to the card until check-in, unless authorized by cardholder in advance. See individual hotel policies if you plan to pre-pay by township check. **Note:** A charge may be applied for reservations cancelled without proper notice or for early departures.

MasterCard  VISA  Discover  American Express  Check here if this is a township credit card.

Card Number

Expiration Date

Print Cardholder's Name

Signature

## Three Ways to Register:

**Online:** [www.grandconnection.com/mta2018](http://www.grandconnection.com/mta2018)

**Fax:** (616) 588-5923

**Mail:** Grand Connection  
P.O. Box 2105  
Grand Rapids, MI 49501

*(NOTE: Submitting a form more than once or using more than one method could result in a double booking.)*

### Housing Questions:

Contact Amy at (616) 785-6027, ext. 34

(8:30 a.m. to 5 p.m. weekdays)

*Note: No reservations will be taken by phone.*

**Make your reservations by March 30, 2018, to ensure availability and discounted rates.**

## Payment Details

For those pre-paying by check, checks must be received at most hotels at least three days prior to your arrival date, but not before April 4, 2018. For guests of the Cherry Tree Inn & Suites, checks must be received at least 10 days prior to arrival. *Note: All guest name(s) should be provided on the stub to ensure payment is applied to the correct reservation(s).*

Guests will be asked to provide a credit card at check-in for incidentals at most hotels; some may accept a cash deposit, contact your assigned hotel directly for details.

Cancellation policies vary by hotel; check your confirmation details to avoid a penalty. Early departures may also incur a fee.

If you do not show up for the first night of your reservation, your entire reservation will be cancelled and you will be charged for one night's room and tax. **Please double check your confirmation to ensure your arrival and departure dates are correct.**

# Michigan Sales and Use Tax Certificate of Exemption

**INSTRUCTIONS: DO NOT send to the Department of Treasury. Certificate must be retained in the seller's records.** This certificate is invalid unless all four sections are completed by the purchaser.

## SECTION 1: TYPE OF PURCHASE

- A. One-Time Purchase  
Order or Invoice Number: \_\_\_\_\_
- C. Blanket Certificate  
Expiration Date (maximum of four years): \_\_\_\_\_
- B. Blanket Certificate. Recurring Business Relationship

The purchaser hereby claims exemption on the purchase of tangible personal property and selected services made from the vendor listed below. This certifies that this claim is based upon the purchaser's proposed use of the items or services, OR the status of the purchaser.

Vendor's Name and Address

## SECTION 2: ITEMS COVERED BY THIS CERTIFICATE

Check one of the following:

1.  All items purchased.
2.  Limited to the following items: \_\_\_\_\_

## SECTION 3: BASIS FOR EXEMPTION CLAIM

Check one of the following:

1.  For Lease. Enter Use Tax Registration Number: \_\_\_\_\_
2.  For Resale at Retail. Enter Sales Tax License Number: \_\_\_\_\_

The following exemptions DO NOT require the purchaser to provide a number:

3.  Agricultural Production. Enter percentage: \_\_\_\_\_%
4.  Church, Government Entity, Nonprofit School, or Nonprofit Hospital (Circle type of organization).
5.  Contractor (must provide *Michigan Sales and Use Tax Contractor Eligibility Statement* (Form 3520)).
6.  For Resale at Wholesale.
7.  Industrial Processing. Enter percentage: \_\_\_\_\_%
8.  Nonprofit Internal Revenue Code Section 501(c)(3) or 501(c)(4) Exempt Organization (must provide IRS authorized letter with this form).
9.  Nonprofit Organization with an authorized letter issued by the Michigan Department of Treasury prior to June 1994 (must provide copy of letter with this form).
10.  Rolling Stock purchased by an Interstate Motor Carrier.
11.  Qualified Data Center
12.  Other (explain): \_\_\_\_\_

## SECTION 4: CERTIFICATION

*I declare, under penalty of perjury, that the information on this certificate is true, that I have consulted the statutes, administrative rules and other sources of law applicable to my exemption, and that I have exercised reasonable care in assuring that my claim of exemption is valid under Michigan law. In the event this claim is disallowed, I accept full responsibility for the payment of tax, penalty and any accrued interest, including, if necessary, reimbursement to the vendor for tax and accrued interest.*

Business Name		Type of Business (see codes on page 2)	
Business Address		City, State, ZIP Code	
Business Telephone Number (include area code)		Name (Print or Type)	
Signature and Title		Date Signed	

# conference registration form

**REGISTER EARLY  
AND SAVE \$\$**

## Registrant Information (Please photocopy this form to register additional attendees.)

LAST NAME \_\_\_\_\_ FIRST NAME \_\_\_\_\_ NICKNAME FOR BADGE \_\_\_\_\_

TITLE \_\_\_\_\_ TOWNSHIP/ORGANIZATION \_\_\_\_\_ COUNTY \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_ CITY/STATE/ZIP \_\_\_\_\_

DAYTIME PHONE \_\_\_\_\_ FAX \_\_\_\_\_ EMAIL \_\_\_\_\_

SPECIAL NEEDS (DIETARY, ACCESSIBILITY, OTHER) \_\_\_\_\_

Registration Options	Early-bird rate <small>(by March 27)</small>	Regular rate <small>(March 28 - April 10)</small>	On-site rate <small>(after April 10)</small>	Subtotal
<b>Main Conference—Attendee</b> (April 24-26)	\$329	\$354	\$404	
<b>Main Conference + Pre-Conference class(es)</b> (April 23-26) Select session(s): <input type="checkbox"/> Effective Meetings (a.m.) <input type="checkbox"/> Cemeteries (p.m.) <input type="checkbox"/> Lessons Learned (a.m.) <input type="checkbox"/> Strategic Planning (p.m.)	\$482 <small>(full-day)</small>	\$507 <small>(full-day)</small>	\$557 <small>(full-day)</small>	
	\$418 <small>(half-day)</small>	\$443 <small>(half-day)</small>	\$493 <small>(half-day)</small>	
<b>Pre-Conference class(es) ONLY</b> (Monday, April 23) Select session(s): <input type="checkbox"/> Effective Meetings (a.m.) <input type="checkbox"/> Cemeteries (p.m.) <input type="checkbox"/> Lessons Learned (a.m.) <input type="checkbox"/> Strategic Planning (p.m.)	\$178 <small>(full-day)</small>	\$203 <small>(full-day)</small>	\$228 <small>(full-day)</small>	
	\$100 <small>(half-day)</small>	\$125 <small>(half-day)</small>	\$150 <small>(half-day)</small>	
<b>Single-day only</b> <input type="checkbox"/> Tuesday, April 24 only <input type="checkbox"/> Wednesday, April 25 only <small>(Does NOT include banquet ticket)</small>	\$178	\$203	\$253	
<b>Auditor Institute</b> (Monday, April 23)	\$211	\$236	\$286	
<b>Legal Institute for Township Attorneys</b> (Monday, April 23)	\$211	\$236	\$286	
<b>Guest registration</b> (April 24-26; includes banquet ticket) Guest name: _____	\$75	\$100	\$150	
<b>Additional options</b>				
Extra banquet ticket <small>(ticket included with main Conference &amp; guest registration <u>only</u>)</small>	\$65	\$65	\$65	
Taste of Traverse City <small>(see page 12 for description)</small> # of tickets: _____	\$50	\$50	\$50	
VIP Reception <small>(see page 12 for description)</small> # of tickets: _____	\$25	\$25	\$25	
Barns Park EduTour <small>(see page 12 for description)</small> # of tickets: _____	\$15	\$15	\$15	
<small>Rates shown are for member registrations made online or postmarked or faxed with payment by deadline. Non-members, contact MTA for rates. PLEASE NOTE: Guests may NOT attend any educational sessions unless registered as an attendee. See page 5 for rate descriptions.</small>			<b>TOTAL:</b> _____	

## Payment Information (Note: Registrations will not be processed without payment.)

Check or money order enclosed; check # \_\_\_\_\_ OR  Charge to credit card (MasterCard or VISA)  
(Make checks payable to MTA.)

Card Number \_\_\_\_\_ / \_\_\_\_\_ Expiration Date \_\_\_\_\_

Print Card Holder's Name \_\_\_\_\_ Signature \_\_\_\_\_



## Getting to the Grand Traverse Resort

**From Detroit area:** Take I-75 north until you reach M-72 at Grayling (exit 254). Travel west on M-72 approximately 40 miles through Kalkaska into Acme. Turn right (north) onto U.S. 31 and drive a half-mile. The resort will be on the east (right) side of the road.

**From Lansing area:** Take U.S. 127 north, merging onto I-75. Take exit 254 at Grayling for M-72 west. Travel west on M-72 approximately 40 miles through Kalkaska into Acme. Turn right (north) onto U.S. 31 and drive a half-mile. The resort will be on the east (right) side of the road.

**From southwest Michigan:** Take I-94 to U.S. 131. Travel north to M-72 in Kalkaska. Go west on M-72 approximately 15 miles. Turn right (north) on U.S. 31 and drive a half-mile. The resort will be on the east (right) side of the road.

**From northern Michigan/the Upper Peninsula:** Take I-75 south to the U.S. 31 exit (toward Petoskey/Charlevoix). Follow U.S. 31 south. The resort will be on the east (left) side of the road.

### Hop on the bus to Conference!

The Marquette County MTA Chapter is arranging for a charter bus to bring township officials and their guests from the Upper Peninsula and northern Michigan to the Conference. For more information, contact Patti Manninen, Wells Township (Marquette Co.) clerk, at (906) 238-4312 or [plm@alphacomm.net](mailto:plm@alphacomm.net), or MTA District 2 Director James Nankervis, Ishpeming Township (Marquette Co.) supervisor, at (906) 485-5417 or [supervisor@ishpemingtownship.com](mailto:supervisor@ishpemingtownship.com).

### Questions about Conference?

Call MTA at (517) 321-6467 or email:

#### Conference App

Aimee West  
..... [aimee@michigantownships.org](mailto:aimee@michigantownships.org)

#### Conference Events & Educational Sessions

Shelley Cardenas  
..... [shelley@michigantownships.org](mailto:shelley@michigantownships.org)

#### Expo & Sponsorship

Ashley Maher  
..... [ashley@michigantownships.org](mailto:ashley@michigantownships.org)

#### Housing, Special Needs & Volunteers

Kristin Kratky  
..... [kristin@michigantownships.org](mailto:kristin@michigantownships.org)

*For questions related to hotel accommodations, call (616) 785-6027 (ext. 34)*

#### Parade of Flags

Jenn Fiedler  
..... [jenn@michigantownships.org](mailto:jenn@michigantownships.org)

#### Registration Information/Changes

Rebecca Popoff  
..... [rebecca@michigantownships.org](mailto:rebecca@michigantownships.org)



# optional activities

To attend optional activities, you must register for the Conference as a delegate or guest. Use the Conference registration form on page 10 to register. A full refund will be given if a written request is received at the MTA office by March 27, 2018. Refunds will be given if an activity is cancelled.

## Monday, April 23

### Historic Barns Park Edutour | \$15/person 12:30 to 4:30 p.m. (Includes shuttle transportation)

Go behind the scenes at one of the most unique public parks in the Midwest! Owned and operated by the joint City of Traverse City and Charter Township of Garfield Recreational Authority, Historic Barns Park was once a working farm that fed patients and staff of the former Traverse City State Hospital (1885-1989). Learn about creative collaborations and revenue strategies that are available to townships for securing, managing and improving parkland in Michigan, and take a VIP tour of the park and its historic structures.



Round out the experience with some structured classroom learning. We'll begin with a review of how joint recreational authorities work. Then dig into the management infrastructure of this unique public park, including the collaborative approach this authority has taken to manage and improve the site. Raising revenues for building preservation and the nuts and bolts of regulating an event barn will also be discussed.

*Hosted by Garfield Charter Township (Grand Traverse Co.) and the City of Traverse City Recreational Authority*

### Taste of Traverse City Culinary Crawl | \$50/person 3 to 5:30 p.m.

*(Cost includes shuttle transportation and food & beverage tasting fees at each stop)*

Sample local fare at each stop during a tour of the area's most popular wineries and breweries, and meet new friends along the way. Your food-and-beverage tasting tour begins at Grand Traverse Commons, where you'll enjoy local flavors from Left Foot Charley winery and Earthen Ales brewery. Then head to Right Brain Brewery, where you'll take a tour of this culinary brewery that experiments with unusual ingredients not typically used in the beer-brewing process.

## Wednesday, April 25

### MTA's VIP Reception | \$25/person 5:30 to 6:30 p.m.

Network with state leaders and invited guests in a relaxed, informal setting at MTA's VIP Reception, an hour-long gathering before the MTA Banquet. Take advantage of this important opportunity to network and establish—or strengthen—relationships with decision-makers.



Sponsored  
by



## Come for the Conference, stay for the experience

More than just the host for MTA's 2018 Annual Conference, the Traverse City region has so much to enjoy and experience in the springtime.

Why not extend your stay, and take advantage of all that Grand Traverse in April has to offer? Check out Traverse-area state parks, trails and shorelines. When you need a break from the great outdoors, take in a film at the restored State Theatre, visit one of the area's many art galleries, stop for a bite at your pick of extraordinary eateries, or stroll through the vibrant downtown shopping districts. Come for the MTA Conference, and stay a little while to see why *USA Today* called Traverse City one of the "10 Best Small Towns in America."

Hotels with MTA room blocks may extend discounted rates for Conference attendees who wish to spend a little more time in the Grand Traverse area. You must contact your hotel directly to add additional nights to your stay; extended reservations cannot be made via the MTA Housing Bureau.



# pre-conference classes

## Monday, April 23

Separate registration fees apply, unless otherwise noted. Register for all pre-Conference events, including the Auditor and Legal Institutes, using the Conference registration form on page 10. Room locations will be provided on your confirmation, sent via email prior to the event.

### **Making Meetings Work More Effectively** **8:30 a.m. to Noon**

*(Includes continental breakfast)*

Structure your meetings to achieve more in less time, with fewer headaches! Uncover strategies to deal with differences around the board table while staying focused on results. Identify ways your board can define its “rules of engagement” so that meetings will be orderly and productive.

*Presented by governance expert Susan Radwan, Owner, Leading Edge Mentoring*

*This course is worth four TGA (B-105) boardmanship credits.*



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### **Lessons Learned from Menard Inc. v. City of Escanaba** **8:30 a.m. to Noon**

*(Includes continental breakfast)*

This informative session will explore the case, and other recent cases, proposed legislation and policy papers that have attempted to clarify the concepts of fee simple, highest and best use and appraisal methodology in property tax cases. Listen in as experts discuss these recent developments and their impact to Michigan, using as examples several valuation disputes such as big box properties, special purpose property, unique resort properties, golf courses and special assessments. The experts will share their insights about how townships can provide credible presentations in these evolving areas that addresses the unique review by the tribunal and appellate courts.

*Presented by Jack Van Coevering, Attorney, Foster Swift Collins & Smith PC*

### **Auditor Institute** **9 a.m. to 5 p.m.**

*(Includes continental breakfast and lunch)*

Township auditors and financial officers alike will benefit from this day-long educational program that provides an overview of current financial issues affecting Michigan townships. CPE credits may be earned by attending this year’s Institute, which includes informative sessions on implementation of upcoming GASB standards including GASB 75 (OPEB–Employer Reporting) and GASB 84 (Fiduciary Activities), new attest standards (SSAE No. 18), and cyber security.

Get an update from the state Department of Treasury and so much more.

*Moderator: Marie Steigel, CPA, Plante & Moran, PLLC*

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### **Legal Institute for Township Attorneys** **9:30 a.m. to 4:30 p.m.**

*(Includes continental breakfast and lunch)*

Connect with fellow attorneys from throughout the state to discuss recent statutory changes, court and attorney general opinions, and other trends affecting township government. Hot topics on the agenda include commercial medical marijuana facilities, rental property regulation and solar energy.

*Moderator: Rob Thall, MTA Legal Counsel, Bauckham, Sparks, Thall, Seeber & Kaufman, PC*

### **Cemeteries: Challenges and Solutions** **1 to 5 p.m.**

*(Includes lunch, served at noon)*

Gain a better understanding of the rules and regulations of your township cemetery. Dig into important aspects of cemetery management and administration as well as elements of green/natural burials. Review the legal obligations for cemeteries, including content and procedures for adopting a cemetery ordinance. Explore fees and other budgeting and financial aspects, including tips on dealing with special cemetery management issues. Examine the role of advisory committees, cemetery sextons and other caretakers, as well as the duties and responsibilities of the clerk and township board.

*Presented by Cindy Dodge, MTA Member Information Services Liaison and featured Michigan Association of Municipal Cemeteries conference speaker*

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### **Using Strategic Planning to Achieve Results** **1 to 5 p.m.**

*(Includes lunch, served at noon)*

What will your township be challenged with (or bragging about!) in 2025? Strategic planning is critical to achieving real results in your township. Explore the steps of strategic exploration and the voices that must be heard to develop a solid plan that aligns your township’s resources and creates favorable outcomes.

*Presented by governance expert Susan Radwan, Owner, Leading Edge Mentoring*

*This course is worth four TGA (B-104) boardmanship credits.*



# educational sessions

The educational sessions described below are designed to provide knowledge, enhance your skills and inspire you to become a truly effective leader. Topics are designed for elected officials at every level, from townships of all sizes, and, in addition to statutory duties, address a variety of concepts, trends and current issues in township government.

Please note that speakers, topics and times are subject to change. Consult your program booklet on-site for the final schedule.

## Tuesday, April 24

### Concurrent educational sessions

10:15 to 11:30 a.m.

#### Bridging the Talent Gap

In 2016, *Governing* magazine announced, ‘The ‘Silver Tsunami’ Has Arrived in Government’ and the waves are crashing in Michigan. Filling vacancies is especially difficult in specialized professions that require certification like assessing, building department services, water and wastewater treatment. Gain insights into the challenges facing public employers and ideas for bridging the talent gap. Learn how to attract and retain the talent your township needs.

*Speaker:* Robert Bruner, Chief Executive Officer, Michigan Municipal Services Authority

#### Get the Latest from Around the Capitol

Learn about new laws passed during the first 15 months of the legislative session and how they’ll impact your township. We’ll also provide an in-depth look at the top priorities of the governor, House and Senate as the Legislature heads into the 2018 election, and what you might expect to see during the lame-duck session.

*Speakers:* MTA Government Relations Staff

#### Great Place, Great Governance

Examine some of the most pressing issues facing Michigan when it comes to shaping great government and creating great places to live, work and play. This interactive session provides

insight into the perspectives of your fellow officials. Share your point of view and bring awareness to a greater audience about how townships can be part of changing Michigan—for the better.

*Speaker:* Allie Schmidt, Outreach Coordinator, The Center for Michigan and *Bridge Magazine*

#### How to Interpret Your Township’s Financial Statement

Learn how to read, analyze and understand your township’s financial statement. From what is included in the statement to fund balance classifications, we’ll help you identify key trends and benchmarks to consider when reviewing previous year reports. Take away tips on identifying signs you should be monitoring a developing situation.

*Speakers:* Representatives from Plante Moran

#### Inside Your 425 Agreement

425 agreements provide for the conditional transfer of property between neighboring cities, villages and townships for economic development. Learn how these inter-local agreements are used to designate the rights and responsibilities between the parties in the transferred area. Dig into issues including sewer, water, police, fire, zoning and revenue sharing.

*Speaker:* Seth Koches, MTA Legal Counsel, Bauckham, Sparks, Thall, Seeber & Kaufman, PC

#### Water Trails: Michigan’s Emerging Trail Trend

Did you know that Michigan now features more than 4,000 miles of

water trails? From our most remote and natural environments to some of the state’s more industrial and urban areas, water trails weave together Michigan’s beautiful water resources and its surrounding communities. Creating a successful and sustainable water trail is a relatively straightforward process, but it does take time. Learn how to develop, build and maintain a water trail, using best practices outlined in the recently completed *Michigan Water Trail Manual* as well as insight from Northern Michigan’s Chain of Lakes Water Trail.

*Speakers:* Harry Burkholder, AICP, Executive Director, Land Information Access Association (LIAA), and Megan Olds, President, Paddle Antrim

#### What Townships Can’t Do, But May Not Know It

What you don’t know CAN hurt you! This informative session examines a broad range of activities and actions taken by townships that are unlawful or present legal pitfalls. Save your township time (and money!) by learning how to avoid these missteps, blind spots and traps.

*Speaker:* Rob Thall, MTA Legal Counsel, Bauckham, Sparks, Thall, Seeber & Kaufman, PC

#### Why Can’t We All Get Along?

You’ve pulled out most of your hair, and your head still aches from repeatedly banging it against your desk. And yet, you still have issues to solve and hurdles to overcome. Explore positive ways to deal with a variety of difficult situations from working with the media to making appointments, and managing angry residents to your fellow board members. Learn strategies for building positive foundations and relationships during the good times and keeping cool during the difficult times.

*Speaker:* Mike Selden, MTA Member Information Services Director

# educational sessions

## Concurrent educational sessions

1 to 2:15 p.m.

### Ask the Experts: Township Question-and-Answer Forum

Do you have a specific question or area of concern that you want addressed at the Conference? The floor is open—come prepared to pose your dilemma to a panel of township experts. Our knowledgeable panel is fired up and ready to field your toughest questions. *Panelists:* Judy Allen, MTA Director of Government Relations; Cindy Dodge, MTA Member Information Services Liaison; Larry Merrill, MTA Executive Director; Catherine Mullhaupt, MTA Staff Attorney; Mike Selden, MTA Member Information Services Director; and Rob Thall, MTA Legal Counsel, Bauckham, Sparks, Thall, Seeber & Kaufman, PC

### Capital Improvement Programs and Master Planning Efforts

Do you know what the Michigan Planning Enabling Act says about your capital improvements programs (CIP)? What's the difference between a CIP and your township's master plan—and what are their purposes? What should be included, and how often should they be updated? We'll demonstrate when, and why, your township should create each plan.

*Speaker:* Wendy Rampson, AICP, Director of Programs and Outreach, Michigan Association of Planning

### Conflict Management: Understanding Communication Styles

Why are some people so easy to approach and work with, and yet there are others you just don't seem to hit it off with? Explore communication differences and discover your own communication style. Learn tips for identifying the styles of others and recognizing strengths, and take away terms that improve communications

(and achieve goals!). We'll help you recognize early warning signs of conflict and strategies for having difficult conversations.

*Speaker:* Cindy Lakin Morley, Managing Partner, Concentric Learning and Development

### Don't Get Soaked by Drain Projects

The processes for addressing drains are mysterious to many township officials, but very important, since townships are often called upon to solve drainage problems. This informative session, led by one of Michigan's foremost drain experts, examines the key role townships play with county drain commissioners in building, cleaning and maintaining drains.

*Speaker:* Stacy Hissong, Attorney, Fahey Schultz Burzych Rhodes PLC

### Drafting and Policing Developments, Developers and Development Agreements

What's the best method to formalize development agreements? How are they best enforced? Dig into the process of creating binding obligations developers must satisfy as a condition of your township approval. Plats, planned unit developments and site condos almost always are approved with conditions.

*Speaker:* Scott Dienes, Attorney, Foster Swift Collins & Smith PC

### Human Trafficking: Not in My Township

Human trafficking is second only to drug trafficking as the largest transnational crime. Evidence shows that young men, women and children are being sold in every area of our state and throughout the world every day. This eye-opening session will demonstrate how to identify warning signs and red flags that it might be happening in your community. Join the fight to help eradicate this awful crime.

*Speaker:* Terrie Godde, CCP, EMS I/C, EMS Education Coordinator, EMS & Trauma Division, Bureau

of EMS, Trauma & Preparedness, Michigan Department of Health and Human Services

### Social Media: Tools of Engagement

Learn how communities use social media to share information, enhance services and engage with residents. We will explore how governments and agencies use Facebook and Twitter, and you'll learn how choose which tools make the most sense for your township.

*Speaker:* Andy Wolber, Technology Consultant, WolberWorks (@awolber)

### Telecommunications Update

What's new in the world of telecommunications as it impacts townships? Dig into distributed antenna systems and small cell towers, internet regulation and municipal broadband, and how to stay ahead of the technology curve. Gain insights into the current regulatory landscape as well as where (and how!) providers are attempting to locate facilities and towers in townships.

*Speaker:* Michael Watza, Attorney, Kitch Attorneys & Counselors

### What's Your Investment IQ?

Review investment types allowable under Public Act 20 of 1943, and assess the different levels of risk, liquidity and return. Discover best practices for designing and implementing your investment policy and quarterly investment report. Learn what's necessary for compliance, along with additional policy sections and reporting styles that will make your investment policy and report efficient and effective. Designed for those new to public investing, this session provides information and concepts you need to be successful.

*Speaker:* Keith Sawdon, Retired Director of Finance, City of Rochester Hills





## Concurrent educational sessions

2:45 to 4 p.m.

### Budgeting for Small Townships

Budgeting can be challenging for every size township. This informative session hones in on the smaller units, offering instructions, discussions and samples from the pros. Review techniques for using the budget as a policy document, operations guide, financial plan and communications device. Take away tips and tricks for managing your small township's budget.

*Speakers:* Representatives from Plante Moran

### Current Water and Sewer Issues

More townships are encountering difficulties with water and sewer issues. Current challenges include renewing sewer and water agreements originally signed decades ago; dealing with unreasonable demands for rate increases by other municipalities that provide water or sewer service to your township; financing new extensions; and the replacement or repair of older infrastructure. Learn how other townships are dealing with these issues.

*Speakers:* William Fahey and Christopher Patterson, Attorneys, Fahey Schultz Burzych Rhodes PLC

### Financial Wellness: Preparing for Life's Challenges

We spend a lot of time working on our physical health, but little or no time on our financial wellbeing. Get

an introduction to financial planning and the importance of setting and achieving one's financial goals. Review the basic concepts of financial wellness, including building (and managing!) a household budget and understanding its role in achieving our financial goals. Learn to manage credit, debt and its role in achieving our financial independence. Walk away with tips on estate planning and why it's important to prepare for the future.

*Speaker:* Keith Sawdon, Retired Director of Finance, City of Rochester Hills

### Listening Makes Better Leaders

Many townships hold planning sessions or focus groups to gauge their community's receptiveness to change. It's a great way to get feedback on the improvements you envision for your township. Get tips for facilitating these sessions and really connecting with your constituents. We'll demonstrate how to confidently facilitate sessions in your community to increase your credibility and help gain your community's valuable insights.

*Speaker:* Nancy Ohle, President, Professional Training & Development Resources

### Medical Marijuana Commercial Facilities Update

Get the most current information on medical marijuana commercial facilities. Listen in as we examine state and local regulation and get answers from the experts at this must-attend session.

*Panelists:* Catherine Kaufman, State Advisory Panel Member and MTA Legal Counsel, Bauckham, Sparks, Thall, Seeber & Kaufman, PC; David Revore, MTA Legal Counsel, Bauckham, Sparks, Thall, Seeber & Kaufman, PC; and Shelly Edgerton, Director, Michigan Department of Licensing and Regulatory Affairs

### Retirement Myth Busters

This informative session will dispel myths about your township's ability to provide retirement plans and offer an overview of plans and resources available to every size township. Learn strategies for managing pension and other post-employment benefits (OPEB), unfunded liabilities and best practices your retirement service provider should be following.

*Speakers:* Representatives from Municipal Employees' Retirement System of Michigan

### We Are the Government ... and We're Here to Help

You may have heard that townships weren't created to do "good." While this is true, there are a number of laws that have been created over the years to allow townships to "do good" in the community. Explore a variety of those laws and things a township may do to create a "greater good" for your residents and guests.

*Speaker:* Mike Selden, MTA Member Information Services Director

# educational sessions

## Informational Sessions

4:30 to 5:15 p.m.

### Getting the Most from MTA's Member Salary Survey

MTA's extensive online survey of compensation for township offices, boards and commissions, and employees is available in a user-friendly online format. But it helps to have a quick tour of how to submit data, see instant, real-time results, and produce easy reports to share the information. Find out how to quickly get useful information for compensation decision-making.

*Speaker:* Catherine Mullhaupt, MTA Staff Attorney

### Introduction to MTA's Township Governance Academy



Learn how MTA's Township Governance Academy (TGA) can take your leadership skills beyond board meetings and budgets, making you a more confident community leader and motivating you to tackle the challenges unique to serving as a township official. TGA offers new ideas, shares "best practices" in township government and provides a hands-on approach to handling everyday issues your board faces. Enrollment is available during this session.

*Speaker:* Shelley Cardenas, CMP, MTA Knowledge Center Education Director

### Social Networking with MTA

Learn how MTA's new and improved *Community Connection* online networking site can help you maintain the connections you make at the Conference. Get a hands-on demonstration and see how easy *Community Connection* "2.0" makes it to network and interact with officials across the state every day. It's fun and easy—and the benefits can be amazing! *Bring your laptop, tablet or mobile device to follow along!*

*Speaker:* Aimee West, MTA Communications Specialist

### The Inside Scoop on County Chapters

Not part of a county chapter? You can be! County chapters provide an opportunity for township officials to discuss common problems and more. All members are invited to attend and learn how county chapter members across the state maximize their meetings.

*Moderator:* Cindy Dodge, MTA Member Information Services Liaison

## Wednesday, April 25

### Concurrent educational sessions

10:15 to 11:30 a.m.

### Alternative Energy Regulation Tips

As the popularity (and profitability) of alternative energy soars, townships are seeing increasing numbers of special land use requests from energy developers, including those harnessing both wind and solar energy. We can help you tailor your ordinances and develop land use standards to regulate wind and solar energy farms.

*Speakers:* Laura Genovich and Mike Homier, Attorneys, Foster Swift Collins & Smith PC

### Financing Joint Fire Operations

Intergovernmental cooperation is becoming more common for the delivery of fire services across the state. But many issues still arise, most of them economic. How do you handle disagreements when they arise? What options exist for your joint department to increase revenues? How can costs be divided among participating municipalities equitably? Hear ideas and solutions developed through actual case studies involving other Michigan townships.

*Speakers:* William Fahey and Christopher Patterson, Attorneys, Fahey Schultz Burzych Rhodes PLC

### Get the Latest from Around the Capitol

*Repeated from Tuesday at 10:15 a.m.*  
*Speakers:* MTA Government Relations Staff

### High Standards: Decisions by the Zoning Board of Appeals

Hear common scenarios faced by the zoning board of appeals (ZBA), and learn when to say "no" and when to say "yes." Review the language, meaning and application of the zoning ordinance's standards of the review that the ZBA is required to use when making its decisions. Walk through the facts of the case, the applicable standards and how to apply those standards to a decision.

*Speaker:* Steve Langworthy, former Planning Director & Senior Project Manager, City of Grand Rapids, and author of MTA's *Township Guide to Planning & Zoning* and *Township Planning & Zoning Decision-making*

### Ins and Outs of Collective Bargaining

Negotiating with a union can be smooth in the right circumstances, but it often becomes complex and overwhelming when the township must address difficult concessions. Join the discussion on preparing for negotiations, fact finding, mediation and Act 312 arbitration, while containing legal fees and avoiding unfair labor practice charges against the township.

*Speakers:* Helen "Lizzie" Mills and Ryan Stecovich, Attorneys, Fahey Schultz Burzych Rhodes PLC

### Regulating Liquor Licensing in Your Community

Over the past few years, local governments have lost significant control over liquor licensing in its communities. This session will focus on the recent changes to the law and Michigan Liquor Control Commission procedure, and will also offer alternative solutions to regain some control by adopting, updating or amending current ordinances.

*Speaker:* Lisa Hamameh, Attorney, Foster Swift Collins & Smith PC





### Understanding Township Millage Questions

Is a millage election in your township's future? As townships grow and revenue sources become more limited, an understanding of voted millages can help township officials finance much-needed programs and services. Bring your plans and questions for class discussion, including whether to use a new millage or a renewal, mandated elements of a millage ballot question, tips for scheduling millage questions, and how far a township board can go to promote a ballot question.

*Speaker:* Catherine Mullhaupt, MTA Staff Attorney

### Unemployment Compliance

Did you know that all townships are subject to unemployment reporting, but not all township employees are covered by unemployment? Some townships are reimbursing employers while others are contributing employers. Review what type of employer your township is, who is covered by unemployment and reporting requirements. Learn what to do when a claim is made, including how to protest and appeal a claim.

*Speaker:* Cindy Dodge, MTA Member Information Services Liaison

### Township Business Solutions Sessions Noon to 1 p.m.

*Make the most of your lunch break as these sessions, presented by MTA Allied Service Providers, provide information about various aspects of products and services available to assist townships.*



### Freedom of Information Act: Your Mistakes Matter

Get a review of Freedom of Information Act (FOIA) requirements and take away tips for avoiding common mistakes. Learn the steps you should take when responding to a FOIA request, and discover answers to questions you may not even realize you have.

*Speaker:* Heidi Hudson, Shareholder, Zausmer, August & Caldwell PC



### Hostile Work Environment, Disparate Treatment, Retaliation and Quid Pro Quo

You have a duty to address harassment just like any other unacceptable behavior. We cannot predict human behavior, relationships and friendships change, and what was fine yesterday may not be tomorrow. Get tips for navigating the liability maze of unwanted conduct. Learn the steps you need to take to protect your township and your team.



*Speakers:* Michigan Township Participating Plan Risk Control Representatives

### Special Assessments from A to Z

Review the process to establish a special assessment district and undertake certain public improvements under Public Act 188 of 1954. Explore assessment methodologies, financing of improvement projects and how to handle Tax Tribunal challenges to special assessments.

*Speaker:* Mark Nettleton, Attorney, Mika Meyers PLC



### The Legal Landscape for Townships in 2018: A Practical Approach

Get a real-world view of key legal trends facing Michigan townships including but not limited to solar energy, broadband, special assessments, medical marijuana and compliance with an increasing number of regulations. Get your questions on these hot topics answered.

*Speakers:* Attorneys, Foster Swift Collins & Smith PC



### We're Glad You Asked That!

This interactive session lets the audience set the topics and questions answered by a team of experienced township attorneys. You can even submit your legal questions online, weeks before the Conference. All questions will be posted in advance, so you can see what will be addressed. Get the answers you need!

*Speakers:* William Fahey, Stephen Schultz, Stacy Hissong, Ross Bower, Helen "Lizzie" Mills and Christopher Patterson, Attorneys, Fahey Schultz Burzych Rhodes PLC



# educational sessions

## Concurrent educational sessions

1:30 to 2:45 p.m.

### Collecting Delinquent Personal Property Tax

Examine practical issues that arise in the collection of delinquent personal property tax and how collection techniques vary depending on the property involved. We'll explore different methods of getting paid for outstanding personal property taxes including effectively "seizing" property, filing UCC-1 financing statements, collections via small claims court and more! Take away practical tips, "how-to's," forms and anecdotes.

*Speaker:* Roxanne Seeber, MTA Legal Counsel, Bauckham, Sparks, Thall, Seeber and Kaufman, PC

### Elections Update

Join your fellow clerks and deputies for an opportunity to hear directly from the state's top election officials on the hot issues in Michigan elections. Come hear about the key topics for the 2018 election cycle, including this year's statewide ballot, new voting systems, the upgraded Qualified Voter File, legislative changes and more. Bring your questions, and find out what changes lie ahead.

*Speaker:* Sally Williams, Director, Bureau of Elections, Michigan Department of State

### Funding Township Roads

Learn what options are available to your township to fund and finance road improvements. Explore funding through road millages, special assessments and voter-approved bonds. The options (and benefits!) of partnering with your road commission will also be discussed.

*Speaker:* Steven Mann, Attorney, Miller, Canfield, Paddock and Stone PLC, and former supervisor, Plymouth Charter Township (Wayne Co.)

### How Township Boards Make the Right Decisions

When dealing with routine matters and approving well-supported staff decisions, decision-making is easy for township boards. But how does a board of five or seven individuals make the right call when issues are highly complex and there is no clear right answer? Is "majority rule" the best we can expect, or is there a better way for township board members to act collectively when making tough decisions? Explore how public bodies can better analyze problems or situations, consider and evaluate alternative courses of action, and select a solution that all board members can support.

*Speaker:* Larry Merrill, MTA Executive Director

### Leading Effective Land Use Meetings

Learning the nuance and subtlety of conducting planning and zoning meetings is critical to successful decisions. Officials learn quickly that residents don't generally come to a meeting in support of a particular project. Many have concerns they wish to have addressed, and others are simply opposed to what's under review. Faced with a roomful of angry

and concerned people, it can be difficult to maintain the decorum and professionalism necessary of public bodies. Explore the basics and hear lessons learned to help you lead useful and productive land use meetings.

*Speaker:* Steve Langworthy, former Planning Director & Senior Project Manager, City of Grand Rapids, and author of MTA's *Township Guide to Planning & Zoning* and *Township Planning & Zoning Decision-making*

### Managing Township Personnel: Why is My Attorney Asking for That?

With so many statutory and citizen-driven responsibilities, many officials struggle to manage township employees and volunteers. Get tips for avoiding and resolving employment disputes, adopting preventative policies and managing problematic people. We'll review documentation and tracking techniques, and offer insights into your attorney's questions and strategies. Learn techniques for administering discipline and defending your township's position during an agency hearing, arbitration, or that dreaded court case.

*Speakers:* Helen "Lizzie" Mills and Ryan Stecovich, Attorneys, Fahey Schultz Burzych Rhodes PLC

Conference  
mobile app

Get the most up-to-date  
schedule, along with  
important text alerts  
with MTA's FREE 2018  
Conference mobile app!

Watch MTA's *Township  
Focus*, website and emails  
for details when the app  
becomes available!







### **Policing Standards: Trust and Training**

In 2015, the President's Task Force on 21st Century Policing published its final report. Review what strides have been made by police agencies to meet the recommendations, hear the results from forums conducted with police training academies across the country and learn what changes have been made to basic and in-service police training. Discover how townships can assist in implementing change by working with their respective law enforcement agencies to enhance community relations and police practice.

*Speaker:* David Harvey, Program Director, Madonna University Public Safety Leadership Institute

### **Water, Water Everywhere: Can We Regulate its Use?**

Dive into riparian rights, including the regulation of watercraft use, dockage/mooring, along with road ends and other access points. Learn your township's role in Michigan's program for regulating large quantity groundwater withdrawals. Explore options for protecting surface water bodies, and the health, safety and welfare of residents who use these important resources.

*Speakers:* William Horn and Ronald Redick, Attorneys, Mika Meyers PLC

### **What's New in the Proposed MTA Policy Platform**

Don't wait until the Annual Meeting to review the Association's proposed policy platform! This forum provides township officials with the chance to learn more about the proposed 2018 Policy Platform from a panel of MTA directors who serve on the MTA Legislative Policy Platform Committee. Panelists will explain proposed changes to the policy

platform as well as take questions and comments from the audience. Delegates will have the opportunity to better understand the proposed polices and address concerns prior to the Annual Meeting, when the proposed policy platform will be formally presented.

*Speakers:* Members of the MTA Board of Directors and MTA Government Relations Department

**NEW THIS YEAR!**  
Space to relax, reconnect—and play

Ready to slow things down and let the knowledge sink in? Find your inner Zen in our all-new **Wellness Room**. This quiet space will feature yoga, nutrition classes—or just a space for you to relax and take a few deep breaths.

Or, are you looking to have a little fun? Challenge a fellow township official to a friendly game in our revamped **Networking Lounge**. There, you can network with your peers—and take part in some competitive fun. The room is stocked with board games, a pool table, a Wii game console and more.

*Specific room locations will be listed in the Conference program, distributed on-site. Watch MTA Conference eblasts for additional details!*



# educational sessions

## Concurrent educational sessions

3:15 to 4:30 p.m.

### Ethics in Governance

It's not unusual for public officials to face ethical dilemmas. Oftentimes, several options presented by an issue can be justified as being ethical. But how do you determine which option is the best? Explore strategies for identifying (and preventing!) ethical issues and conflicts of interest, and learn what options your township has in properly handling these issues when they arise.

*Speaker:* Rob Thall, MTA Legal Counsel, Bauckham, Sparks, Thall, Seeber and Kaufman, PC

### Farm to Head Table: Understanding the Right to Farm Act

Farming is an important Michigan industry and significant local land use in many townships. But changing circumstances and misunderstandings about agriculture can sometimes create nuisance issues—or concerns about what they might be. Learn how the Right to Farm Act impacts township zoning, what the GAAMPS (Generally Accepted Agricultural Management Practices) represent, and the process for livestock facility siting and complaint review.

*Speaker:* Catherine Mullhaupt, MTA Staff Attorney and Member, MDARD Site Selection and Odor Control for New and Expanding Livestock Facilities GAAMPS Review Committee

### Funding Township Improvements

How do townships borrow money under Michigan's public finance laws? From financing fire trucks to municipal buildings to water and sewer systems, get invaluable information on the laws and procedures governing municipal borrowing. We will answer the age-old question, "Why can't the township just get a loan from the bank?"

*Speaker:* Steven Mann, Attorney, Miller, Canfield, Paddock and Stone PLC and former supervisor, Plymouth Charter Township (Wayne Co.)

### Tax Collection Paper Trail

It's less about the words you speak, and all about the documents that you keep. Don't get caught without good tax collecting documentation. Learn tips and tricks for using your software and other electronic means to track tax documents. Take away strategies for creating checklists, using forms and other options for creating effective tax collecting documentation.

*Speaker:* Cindy Dodge, MTA Member Information Services Liaison

### That's Unconstitutional! Fact and Fiction Regarding Townships and the Constitution

As public bodies, townships and their officials must comply with the requirements of the U.S. Constitution. However, there are misconceptions regarding how the constitution affects public property and public regulations. Review issues such as closings on religious holidays, petitioning on public property, sign regulation and other constitutional issues that impact townships.

*Speaker:* Anne Seuryneck, Attorney, Foster Swift Collins & Smith PC

### What to Put on Your Township's Website

When people want to know something, one of the very first things they do is "Google" it. What happens when someone Google's your township? Discover simple, cost-effective techniques for building a website for your township and keeping it useful. Learn what should be included, how to tell your story, and take away tips for building an attractive (and informative!) website for your residents.

*Speaker:* John Chickering, CityWebCentral, Chickering Associates, Inc.



## Volunteers needed!

Would you like to get more involved in the 2018 MTA Annual Educational Conference, while also providing a service to your colleagues? MTA is seeking township officials to serve as sergeant-at-arms (SAA), Conference ambassadors or Ticket Xchange volunteers during the Conference.

MTA members attending Conference are eligible. SAA duties include distributing session handouts and evaluation forms, monitoring classrooms, and collecting evaluation forms. Conference ambassadors assist with welcoming and directing attendees to registration upon arrival. Ticket Xchange volunteers are needed to assist attendees in pre-selecting their table at the MTA Banquet.

For details or to volunteer, call the MTA Education Center at (517) 321-6467 or email [education@michigantownships.org](mailto:education@michigantownships.org).

A volunteer sign-up form is also available online at <http://bit.ly/2018MTAVolunteer>. Assignments will be sent out in March.

## Conference Committee

**Sharon Schultz**, Chair  
MTA District 6 director, and  
Treasurer, Torch Lake Township  
(Antrim Co.)

**Sue Camilleri**, Clerk,  
Waterford Charter Township  
(Oakland Co.)

**Mary Beth Dixon**, Trustee,  
Breitung Charter Township  
(Dickinson Co.)

**Donna Heeres**, Clerk,  
Banks Township (Antrim Co.)

**Tracey Slodowski**, Clerk,  
Lakefield Township (Saginaw Co.)

**Kevin Young**, Treasurer,  
Pokagon Township (Cass Co.)



**Are you ready  
to take the  
next step?**

MTA's Township Governance Academy (TGA) was developed to help you to be a stronger leader in your community.



TGA courses go beyond board meetings and budgets, enhancing your leadership skills and motivating you to take on the challenges and opportunities unique to those serving as an elected local official.

**MTA's Annual Conference is the perfect place to learn more about the Academy!**

Get an introductory overview of the program and have your questions answered. You can also earn up to 16 credits, including eight elective credits JUST for attending Conference, and eight Boardsmanship credits if you attend the two pre-Conference classes!

**Stronger leaders make stronger townships.  
Learn more at MTA's  
2018 Conference.**

For additional information, call 517.321.6467 or email [tga@michigantownships.org](mailto:tga@michigantownships.org)





## Have a grand experience in Grand Traverse

The Grand Traverse area—host to MTA's 2018 Annual Conference & Expo—stands apart from the crowd with its farm-to-table culinary experiences, breathtaking hilltop wineries, charming downtown shops, collaborative communities and the stunning natural beauty of a freshwater paradise.

In addition to the region's natural beauty and charm, you'll also find an amazing conference venue, the Grand Traverse Resort, in Acme Township. Join MTA at our 65th Annual Conference & Expo to see all that the Grand Traverse region has to offer. Representatives from the Traverse City Convention & Visitors Bureau will be on-site to answer questions, provide directions and make dining recommendations.

**TOWNSHIP OF ACME**  
**NOTICE OF HEARING**

PLEASE TAKE NOTICE that the ACME TOWNSHIP PLANNING COMMISSION will hold a public hearing at its regular meeting on Monday, February 12, 2018 at 7:00 p.m. at the Acme Township Hall, 6042 Acme Road, Williamsburg MI 49690, to gather input on the initial scoring of the proposed Capital Improvements Plan (CIP) projects. The preliminary scoring sheet is available for review at the Township Hall Monday through Thursday between the hours of 7:30 a.m. and 6:00 p.m., and is also available on the Township website at [www.acmetownship.org](http://www.acmetownship.org).

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

**Written comments may be directed to:**

Shawn Winter, Planning & Zoning Administrator  
6042 Acme Road, Williamsburg, MI 49690, (231) 938-1350, [swinter@acmetownship.org](mailto:swinter@acmetownship.org)

T. C. RECORD-EAGLE, INC.  
120 WEST FRONT STREET  
TRAVERSE CITY MI 49684  
(231)946-2000

ORDER CONFIRMATION

Salesperson: DENISE LINGERFELT Printed at 01/19/18 11:18 by dling

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Acct #: 6 Ad #: 484129 Status: N  
ACME TOWNSHIP Start: 01/23/2018 Stop: 01/23/2018  
CATHY DYE, CLERK Times Ord: 1 Times Run: \*\*\*  
6042 ACME ROAD STDAD 3.00 X 2.58 Words: 144  
WILLIAMSBURG MI 49690 Total STDAD 7.74  
Class: 147 LEGALS  
Rate: LEGAL Cost: 84.25  
# Affidavits: 1

Contact: Ad Descrpt: LEGAL NOTICE TOWNSHIP OF  
Phone: (231)938-1350 Given by: EMAIL SHAWN WINTER  
Fax#: (231)938-1510 Created: dling 01/19/18 10:56  
Email: szollinger@acmetownship.org Last Changed: dling 01/19/18 11:16  
Agency:

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Please be sure to check your ad on the first day it appears. Although we are happy to make corrections at any time, the Record-Eagle is only responsible for the first day's incorrect insertions. Also, we reserve the right to edit or reclassify your ad to better serve buyers and sellers.

No refunds or rebates will be issued if you cancel your ad prior to the stop date.

We appreciate your business.

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ORDER CONFIRMATION (CONTINUED)

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6042 Acme Road, Williamsburg, MI 49690, (231) 938-1350,  
[swinter@acmetownship.org](mailto:swinter@acmetownship.org)

January 23, 2018-1T

484129



Rank each project 1-5 for each metric to the right of the project column. Add the scores for the each project and record in the "Total Score" column. 1 = lowest priority; 5 = highest priority.

Project	Contributes to health, safety, and Welfare								Needed to comply with local state or federal law								Remediates an existing or projected deficiency								Reduces operation and/or maintenance costs for Twp								Implements the Master Plan								Supports the local economy								Delivers level of service desired by the broader community								Individual Total Scores	Total Score	Average Score	Score						
	sf	dr	dv	bv	mt	kw	dw	Avg	sf	dr	dv	bv	mt	kw	dw	Avg	sf	dr	dv	bv	mt	kw	dw	Avg	sf	dr	dv	bv	mt	kw	dw	Avg	sf	dr	dv	bv	mt	kw	dw	Avg	sf	dr	dv	bv	mt	kw	dw	Avg	sf	dr	dv	bv	mt	kw	dw	Avg					sf	dr	dv	bv	mt	kw
5.1 Water System - Collaborate with GTB on possibly combining system, Expansion of Water System, Developing/Managing of the DWP	5	4	5	4	5	2	4	4.1	0	2	5	4	5	1	4	3.0	5	5	5	5	5	5	4	4.9	0	1	3	4	5	2	4	2.7	4	5	5	2	5	3	4	4.0	4	5	5	3	5	5	5	4.6	4	2	5	5	5	5	4	4.3	22	24	33	27	35	23	29	193	27.6	1
5.2 Sewer Expansion	5	2	4	5	5	3	3	3.9	0	1	5	5	5	1	4	3.0	5	4	4	5	5	3	3	4.1	0	1	3	1	5	2	3	2.1	4	4	4	1	5	3	4	3.6	4	4	3	5	5	4	4	4.1	4	2	4	5	5	4	4	4.0	22	18	27	27	35	20	25	174	24.9	2
7.3 Re-Build Bunker Hill rd to Lautner Rd - GTTC or South of RR to Bunker Hill Rd, Design Engineering, Implementation	5	3	4	5	4	4	3	4.0	0	1	4	5	3	1	1	2.1	5	3	5	5	5	3	3	4.1	0	1	5	4	3	1	2	2.3	5	2	5	4	5	3	3	3.9	5	2	5	5	5	2	3	3.9	3	4	5	5	5	3	4	4.1	23	16	33	33	30	17	19	171	24.4	3
5.4 New Fire Station 8 - Design engineering, construction of facility	5	5	4	5	3	4	4	4.3	0	5	3	5	5	1	4	3.3	5	5	5	5	3	4	4	4.4	0	3	4	2	1	1	4	2.1	3	3	5	3	1	4	4	3.3	2	2	5	1	1	4	4	2.7	3	5	4	5	3	4	3	3.9	18	28	30	26	17	22	27	168	24.0	4
1.5 Improve Stormwater Runoff Bunker Hill-Identify & implementing best management practices, low impact design and improve stormwater run, water quality.	5	2	4	3	5	5	4	4.0	0	1	4	3	5	1	5	2.7	5	3	5	5	5	4	4	4.4	2	1	5	1	5	1	2	2.4	1	1	4	2	5	4	3	2.9	2	1	3	3	5	4	3	3.0	3	1	3	4	4	4	2	3.0	18	10	28	21	34	23	23	157	22.4	5
6.5 Sidewalks Connecting Business Districts along US 31 - Conceptual Design on Sidewalks on North-side US 31	5	4	2	4	3	5	2	3.6	0	1	3	5	1	1	2	1.9	5	4	4	4	5	5	2	4.1	0	1	1	2	1	1	1	1.0	5	5	4	4	1	4	2	3.6	2	3	3	5	5	4	3	3.6	3	2	4	5	3	5	3	3.6	20	20	21	29	19	25	15	149	21.3	6
1.6 Improve Stormwater Runoff - Scenic Hills	3	2	3	3	5	5	4	3.6	0	1	4	3	5	1	5	2.7	5	2	5	5	5	4	4	4.3	0	1	4	1	5	1	3	2.1	1	1	3	2	5	4	3	2.7	0	1	2	3	5	4	3	2.6	1	1	4	4	4	4	2	2.9	10	9	25	21	34	23	24	146	20.9	7
6.6 Acme Connector Trail (ACT) to Business Districts - Design Engineering (GTB \$15,000), Implementation of the Plan ACT to MT Hope Rd, Implementation from Mt Hope to GTTC	0	4	3	4	5	4	2	3.1	0	1	2	3	3	1	1	1.6	2	4	4	4	5	4	1	3.4	0	1	3	1	1	1	1	1.1	5	5	5	2	5	4	3	4.1	2	2	4	4	5	4	3	3.4	3	4	3	3	3	4	3	3.3	12	21	24	21	27	22	14	141	20.1	8
5.3 Township Hall - Location Evaluation/Land Acquisition, Design Engineering, Construction of Facility	4	5	3	2	2	2	4	3.1	0	1	2	2	1	1	4	1.6	5	5	4	5	3	5	4	4.4	2	4	5	3	1	1	3	2.7	3	2	4	2	1	4	3	2.7	1	2	3	1	1	4	1	1.9	3	4	4	3	2	4	1	3.0	18	23	25	18	11	21	20	136	19.4	9
7.5 BATA - Coordinate Transfer Stations, Location/Construction of shelters	5	4	1	5	3	4	2	3.4	0	1	2	5	3	1	2	2.0	1	3	2	4	5	3	2	2.9	0	1	1	1	2	1	2	1.1	2	2	3	4	5	4	2	3.1	3	1	2	2	5	5	3	3.0	3	1	4	2	5	4	3	3.1	14	13	15	23	28	22	16	131	18.7	10
7.4 Develop Road Program focused on how residential Road Improvements (S of Bunker Hill for Neighborhoods)	5	4	3	2	2	5	4	3.6	0	1	4	2	1	1	1	1.4	5	4	5	2	2	5	3	3.7	0	1	5	2	1	3	2	2.0	0	1	2	3	5	1	2	2.0	0	2	3	4	1	4	4	2.6	3	4	3	4	2	2	3	3.0	13	17	25	19	14	21	19	128	18.3	11
6.1 Non-Motorized trail on US-31 - US-31 Conceptual Design/Engineering, US-31 Right of Way & Acquisition	0	1	5	5	3	3	1	2.6	0	1	3	3	2	1	1	1.6	0	1	4	3	5	1	1	2.1	0	1	3	1	1	1	1	1.1	5	2	4	5	5	3	1	3.6	5	3	3	5	5	3	1	3.6	3	1	2	5	4	3	1	2.7	13	10	24	27	25	15	7	121	17.3	12
7.2 Pave Bunker Hill Rd to Supply Rd - Design Engineering, Implementation	5	1	5	5	1	4	1	3.1	0	1	2	5	1	1	1	1.6	0	1	5	5	2	5	1	2.7	0	1	5	4	1	1	1	1.9	0	1	3	4	5	4	1	2.6	0	1	4	5	3	3	1	2.4	2	1	5	5	2	5	1	3.0	7	7	29	33	15	23	7	121	17.3	12
7.6 Facilitate SAD - Spring Brook 65 Parcels	0	4	3	5	2	4	0	2.6	0	1	4	5	1	1	1	1.9	3	4	3	5	2	5	3	3.6	1	4	5	1	1	3	2.1	0	1	4	2	3	1	3	2.0	0	2	3	2	1	4	2	2.0	3	4	2	2	4	4	3	3.1	6	17	23	26	14	20	15	121	17.3	12	
4.2 Bayside Park Improvements (North Phase 3) - Pavilion, parking, South end structure improvements	4	2	3	1	3	3	2	2.6	0	1	3	1	1	1	2	1.3	2	3	4	1	2	1	3	2.3	0	1	4	1	1	1	1	1.3	5	3	4	1	4	2	4	3.3	4	2	5	1	3	4	2	3.0	3	3	4	1	3	5	5	3.4	18	15	27	7	17	17	19	120	17.1	15
7.5 Facilitate SAD - Wild Juniper 29 Parcels	3	4	2	5	2	4	0	2.9	0	1	3	5	1	1	1	1.7	3	4	4	5	2	5	3	3.7	0	1	3	3	1	1	3	1.7	0	1	4	2	3	1	3	2.0	0	2	3	1	1	4	2	1.9	3	4	2	1	4	4	3	3.0	9	17	21	22	14	20	15	118	16.9	16
6.3 Non-Motorized trail on M-72 - M-72 Conceptual Design/Engineering	0	2	4	5	5	3	1	2.9	0	1	3	3	3	1	1	1.7	0	1	3	3	5	1	1	2.0	0	1	2	1	1	1	1	1.0	3	2	3	5	5	2	1	3.0	5	3	3	5	5	2	1	3.4	3	1	1	5	4	2	1	2.4	11	11	19	27	28	12	7	115	16.4	17
7.4 Facilitate SAD - Scenic Hill 95 Parcels	0	4	2	5	2	4	0	2.4	0	1	3	5	1	1	1	1.7	3	4	2	5	2	5	3	3.4	0	1	2	5	1	1	3	1.9	0	1	2	2	3	1	3	1.7	0	2	2	2	1	4	2	1.9	3	4	2	2	4	4	3	3.1	6	17	15	26	14	20	15	113	16.1	18
4.4 Bayside Park South Implementation	2	2	2	2	3	1	1	1.9	0	1	3	2	1	1	2	1.4	2	2	2	2	4	1	2	2.1	0	1	3	2	1	1	2	1.4	5	3	4	4	5	3	1	3.6	3	2	3	1	4	1	2	2.3	3	3	4	2	4	3	4	3.3	15	14	21	15	22	11	14	112	16.0	19
4.3 Bayside Park South (to Vet Clinic) -Design, engineering	0	2	2	3	1	2	1.7	0	1	2	2	1	1	2	1.3	0	2	3	2	4	1	1	1.9	0	1	3	2	1	1	2	1.4	5	3	3	5	5	3	1	3.6	0	2	4	1	4	1	2	2.0	3	3	3	2	4	3	3	3.0	8	14	20	16	22	11	13	104	14.9	20	
7.1 Connect Mt Hope Rd W/ GTTC	0	4	0	2	3	4	2	2.1	0	1	0	4	1	1	1	1.1	0	3	0	4	4	4	1	2.3	0	1	0	1	1	1	1	0.7	3	4	0	2	5	4	3	3.0	3	3	0	2	5	4	3	2.9	3	2	0	3	3	4	2	2.4	9	18	0	18	22	22	13	102	14.6	21

Rebuild Deepwater Point Rd (KW)

4

1

5

1

1

4

4

20

Rank each project 1 -5 for each metric to the right of the project column. Add the scores for the each project

Project		Total Score	Average Score	Score
5.1	<b>Water System</b> - Collaborate with GTB on possibly combining system, Expansion of Water System, Developing/Managing of the DWP	193	27.6	1
5.2	<b>Sewer Expansion</b>	174	24.9	2
7.3	<b>Re-Build Bunker Hill rd to Lautner Rd</b> - GTTC or South of RR to Bunker Hill Rd, Design Engineering, Implementation	171	24.4	3
5.4	<b>New Fire Station 8</b> - Design engineering, construction of facility	168	24.0	4
1.5	<b>Improve Stormwater Runoff Bunker Hill</b> -Identify & implementing best management practices, low impact design and improve stormwater run, water quality.	157	22.4	5
6.5	<b>Sidewalks Connecting Business Districts along US 31</b> - Conceptual Design on Sidewalks on North-side US 31	149	21.3	6
1.6	<b>Improve Stormwater Runoff</b> - Scenic Hills	146	20.9	7
6.6	<b>Acme Connector Trail (ACT) to Business Districts</b> - Design Engineering (GTB \$15,000), Implementaion of the Plan ACT to MT Hope Rd, Implementation from Mt Hope to GTTC	141	20.1	8
5.3	<b>Township Hall</b> - Location Evaluation/Land Acquisition, Design Engineering, Construction of Facility	136	19.4	9
7.5	<b>BATA</b> - Coordinate Transfer Stations, Location/Construction of shelters	131	18.7	10
7.4	<b>Develop Road Program focused on how residnetial Road Improvements</b> (S of Bunker Hill for Neighborhoods)	128	18.3	11
6.1	<b>Non-Motorized trail on US-31</b> - US-31 Conceptual Design/Engineering, US-31 Right of Way & Acquistion	121	17.3	12
7.2	<b>Pave Bunker Hill Rd to Supply Rd</b> - Design Engineering, Implementation	121	17.3	12
7.6	<b>Facilitate SAD</b> - Spring Brook 65 Parcels	121	17.3	12
4.2	<b>Bayside Park Improvements (North Phase 3)</b> - Pavilion, parking, South end structure improvements	120	17.1	15
7.5	<b>Facilitate SAD</b> - Wild Juniper 29 Parcels	118	16.9	16
6.3	<b>Non-Motorized trial on M-72</b> - M-72 Conceptual Design/Engineering	115	16.4	17
7.4	<b>Facilitate SAD</b> - Scenic Hill 95 Parcels	113	16.1	18
4.4	<b>Bayside Park South Implementation</b>	112	16.0	19
4.3	<b>Bayside Park South (to Vet Clinic)</b> -Design, engineering	104	14.9	20
7.1	<b>Connect Mt Hope Rd W/ GTTC</b>	102	14.6	21

Rebuild Deepwater Point Rd (KW)





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

**PLANNED DEVELOPMENT (PD) 2016-01  
KELLY RESTAURANT’S LLC**

**PLANNED DEVELOPMENT AGREEMENT**

This Planned Unit Development Agreement (the “Agreement”) is executed this \_\_\_\_ day of \_\_\_\_\_, 20\_\_ between ACME TOWNSHIP, a Michigan general law township, with its offices located at 6042 Acme Rd, Williamsburg, MI 49690 (the “Township”), and Kelly Restaurant’s LLC (the “Developer”).

**RECITALS**

- A. The Developer owns approximately \_\_\_\_ acres of real property located at \_\_\_\_\_ in Acme Township, Grand Traverse County, Michigan (the “Property”), more specifically described on the attached Exhibit A.
- B. The Developer applied to the Township for zoning approval to develop the Property as a Planned Development (“PD”). The Conceptual PD Plan depicting the scope of the development, dated \_\_\_\_\_, 20\_\_ and on file with the Township, is incorporated herein and part of this Agreement and is attached as Exhibit B.
- C. As part of the Conceptual Approval of a PD Plan, Article XIX of the Acme Township Zoning Ordinance (“Zoning Ordinance”) requires the preparation of a contract setting forth the conditions upon which the approval has been granted, which in turn serves as the basis for future site plan approval, and thereafter the development, use, and maintenance of the Project. In contemplating the Developer’s request to seek Conceptual Approval of a PD Plan, the Township Planning Commission and Township Board adopted certain conditions of approval, which were relied upon by the Planning Commission and Township Board in granting their approval. The conditions, if any, adopted by the Planning Commission and Township Board, are attached as Exhibit C. Additional conditions of approval may also be included within the minutes of relevant meetings of the Planning Commission and/or Township Board. Furthermore, any representations or promises made by the Developer during the zoning review and approval process for the

\_\_\_\_\_  
Acme Township Initials – Date

\_\_\_\_\_  
PD Developer Initials - Date



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Development (whether oral or in writing) shall also be additional conditions of approval if deemed appropriate by the Township.

- D. The Developer shall develop the Property only as specified in the attached approved Conceptual PD Plan, and consistent with all conditions and requirements (hereinafter, the development of the Property shall be referred to as the “Project”).
- E. In reliance on their mutual promises and in order to memorialize their understanding, the parties have determined to enter into this Agreement.

### GENERAL PROVISIONS

- A. The terms of this Agreement represent the product of negotiations between Developer and the Township, and shall be interpreted as a jointly-drafted agreement.
- B. Except as may be modified by this Agreement, the Zoning Ordinance shall apply to the Property. Any violation of the Zoning Ordinance by the Developer with respect to the Property shall be deemed a breach of this Agreement.
- C. The Zoning Board of Appeals (ZBA) shall have no jurisdiction over the Property.
- D. A material breach of this Agreement by Developer shall constitute a nuisance *per se*. In the event of a breach of this Agreement by Developer, its agents, officers, employees, or persons acting in concert with it, the Township may notify Developer of the occurrence of the breach and issue a written notice requiring the breach be cured within thirty (30) days; provided, however, that if the breach, by its nature, cannot be cured within thirty (30) days, Developer shall not be in breach hereunder if Developer commences the cure within the thirty (30) day period and diligently pursues the cure to completion. Failure to comply with such notice shall render Developer subject to enforcement by the Township for all legal and/or equitable remedies. The Developer shall pay all actual costs for enforcement incurred by the Township, including, but not limited to, attorneys’ fees, expert witness fees and the like.
- E. This Agreement contains the entire agreement between the parties. No statements, promises, or endorsements, other than those expressly made or referenced in this Agreement, made by either party or agent of either party shall be valid or binding. This Agreement may not be amended except in writing signed by the parties and recorded in the same manner as this Agreement. In the event Developer desires to propose an amendment, an application shall be made to the Zoning Administrator, who shall process the application as follows: Proposed amendments or changes to an approved Conceptual PD plan shall be presented to the Planning Commission following the same procedures for amending a Special Use Permit outlined in Section 9.1.4 (Amendments and Modifications for Special Uses). The Planning Commission shall decide whether the



proposed modification is of such minor nature as not to violate the area and density requirements or to affect the overall character of the plan, and in such event may approve or deny the proposed amendment. If the Planning Commission decides the proposed amendment is material in nature, the Planning Commission and Township Board shall review the amendment under the provisions and procedures of the Planned Development Article in the Zoning Ordinance as they relate to final approval of the PD.

- F.** It is understood and agreed by the parties that if any part, term, or provision of this Agreement is finally held by the courts to be illegal or in conflict with any law of the State of Michigan or the United States, the validity of the remaining portions or provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if this Agreement did not contain the particular part, term or provision held to be invalid; provided, however, that if the provision, part of term invalidated is so fundamental to the entire Agreement that its purpose is frustrated, the Agreement is voidable at the option of either party.
- G.** This Agreement shall be governed by the laws of the State of Michigan, both as to interpretation and performance. Any and all suits for any and every breach of this Agreement may be instituted and maintained in any court of competent jurisdiction in the County of Grand Traverse, State of Michigan.
- H.** No waiver of any breach of this Agreement shall be held to be a waiver of any other or subsequent breach. All remedies afforded in this Agreement shall be taken and construed as cumulative, that is, in addition to every other remedy provided by law.
- I.** The signers of this Agreement warrant and represent that they have the authority to sign this Agreement on behalf of their respective principals and the authority to bind each party to this Agreement according to its terms. Further, each of the parties represents that the execution of this Agreement has been duly authorized and is binding on such party.
- J.** This Agreement shall run with the land and bind the parties, their heirs, successors, and assigns. This Agreement shall be recorded in the Grand Traverse County Records by the Township. It is understood that the Property is subject to changes in ownership and/or control at any given time, but that successors shall take their interest subject to the terms of this Agreement.
- K.** It is understood that the members of the Township Board and/or Township Administration and/or its departments may change, but the Township shall nonetheless remain bound by this Agreement.
- L.** Notwithstanding the foregoing, Developer, for itself and its successors and assigns, retains the right at any time prior to the commencement of construction of the improvements contemplated by the PD Plans to terminate the PD.



**M.** It is agreed that the final terms, conditions, requirements, and obligations of this Agreement represent the mutual understanding and agreement of the parties, and Developer fully accepts and agrees to the terms, conditions, requirements, and obligations contained herein, and shall not be permitted in the future to claim that their effect results in an unreasonable limitation upon the use of all or any portion of the Property, or to claim that enforcement of the terms and provisions of this Agreement cause an inverse condemnation, due process violation, or taking of all or any portion of the Property. Moreover, it is agreed that the improvements and undertakings described in this Agreement are necessary and roughly proportionate to the burdens created by the Development, and are necessary in order to ensure that public services and facilities necessary for and affected by the Project will be capable of accommodating the Development on the Property and the increased service and facility loads caused by the Project; to protect the natural environment and conserve natural resources; to ensure compatibility with adjacent uses of land; to promote the use of the Property in a socially, environmentally, and economically desirable manner; and to achieve legitimate objectives authorized under the Michigan Zoning Enabling Act, MCL 125.3101 *et seq.*

It is further agreed and acknowledged that all improvement required to be constructed and/or financed by Developer, both on-site and off-site, are clearly and substantially related to the burdens to be created by the Development and/or use of the Property, and all such improvements without exception are clearly and substantially related to the Township's legitimate interest in protecting the public health, safety, and general welfare, are roughly proportionate to such burdens created by the Development. It is further agreed that all fees to be imposed, as contemplated in this Agreement, do not constitute "taxes."



**TOWNSHIP OF ACME**

\_\_\_\_\_  
Jay B. Zollinger, Supervisor

\_\_\_\_\_  
Cathy L. Dye, Clerk

STATE OF MICHIGAN )  
 )ss.  
COUNTY OF GRAND TRAVERSE )

The foregoing instrument was signed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, by Jay B. Zollinger, Supervisor, and Cathy L. Dye, Clerk, respectively.

\_\_\_\_\_  
Notary Public  
Grand Traverse County, Michigan  
My Commission Expires:\_\_\_\_\_

**KELLY RESTAURANTS LLC**

\_\_\_\_\_  
Dan Kelly, Owner

STATE OF MICHIGAN )  
 )ss.  
COUNTY OF GRAND TRAVERSE )

The foregoing instrument was signed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, by Dan Kelly, Owner.

\_\_\_\_\_  
Notary Public  
Grand Traverse County, Michigan  
My Commission Expires:\_\_\_\_\_

\_\_\_\_\_  
Acme Township Initials – Date

\_\_\_\_\_  
PD Developer Initials - Date





**EXHIBIT A**

**LEGAL DESCRIPTION(S)**

Land in the Township of Acme, Grand Traverse County, Michigan, more fully described as:

**Parcel A**

Address: 4160 E M-72, Williamsburg, MI 49690  
Parcel No.: 28-01-102-011-00  
Legal Description: PT NW 1/4, SEC 2 T27N R10W COM NW SEC CNR, S 86 DEG 43' E 596.16', S 01 DEG 17' W 145.81' TO SLY HWY R/W & POB, S 88 DEG 42' E 205.81', S 300.34', S 66 DEG 97' W 325.36' TO SLY SHR ACME CREEK, N 13 DEG 23' W 90.08', N 16 DEG 30' E 48.41' TH N 9 DEG 10' W 109.34', N 35 DEG 27' E 56.73', E 72.45', N 150' TO POB.

**Parcel B**

Address: Street Number Not Assigned, Williamsburg, MI 49690  
Parcel No.: 28-01-102-011-25  
Legal Description: PART OF NW 1/4 SEC 2 T27N R10W COM NW SEC COR TH S 86 DEG 43' E 596.16 FT TH S145.81 FT TO SLY HWY R/W TH S 88 DEG 42' E 205.81 FT TH S 01 DEG 25' E 300.34FT TO POB TH S 88 DEG 42' E 100.11 FT THS 536.60 FT TO SHR ACME CREEK TH ALG SD SHR N 55 DEG 51' W 7.19 FT TH N 87 DEG 11' W 26.10 FT TH N 40 DEG 11' W 92.88 FT TH N 52 DEG 59' W 61.87 FT TH N 38 DEG 33' W 54.80 FT TH N 43 DEG 42' W 94.47 FT TH N 33 DEG 31' W 64.06 FT TH N 43 DEG 42' W 117.95 FT TH N 50 DEG 34' W68.80 FT TH N 66 DEG 07' E 325.26 FT TO POB

**Parcel C**

Address: 4200 E M-72, Williamsburg, MI 49690  
Parcel No.: 28-01-102-014-01  
Legal Description: PT NW 1/4 SEC 2 T27N R10W COM AT NW CNR SEC 2 TH S 86 DEG 43'27" E 895.66' TH S 0 1 DEG 30'51" E 430.44' TO POB TH S 88 DEG 42'59" E 234.60' TH S 01 DEG 25'35" E 494.39' TH S 86 DEG 43'27" E 185.62' TH S 01 DEG 25'35" E 250' TO A PT ON A TRAVERSE LINE ALONG ACME CREEK TH S 59 DEG 48'00" W 89.73' TH N 73 DEG 15'02" W 122.46' TH N 28 DEG 44'26" W 132.64' TH N 55 DEG 32'38" W 200.73' TH N 01 DEG 30'51" W 540.18' TO POB SPLIT ON 09/03/1998 FROM 01-102-014-00;

**Parcel D**

Address: 4230 E M-72, Williamsburg, MI 49690  
Parcel No.: 28-01-102-010-00  
Legal Description: W 214.5' OF NE 1/4 OF NW 1/4 ALSO E 185' OF N 915' OF NW 1/4, NW 1/4. SEC 2 T27N R10W.

Acme Township Initials – Date

PD Developer Initials - Date



**EXHIBIT B**

**APPROVED CONCEPTUAL PD PLAN DRAWINGS**

Attached herein to this Agreement are the approved Conceptual PD Plan drawings.

<b>No.</b>	<b>Title</b>	<b>Date</b>
n/a	Planned Unit Development Site Plan & Application	11.28.17
S.1	Existing Conditions Plan	11.28.17
S.2	Existing Conditions Plan – Zoning District Overlay	11.28.17
S.3	Existing Conditions Plan – Proposed Change in Land Use	11.28.17
S.4	Existing Conditions Plan – Location of Businesses	11.28.17
S.5	Existing Conditions Plan – Ecologically Sensitive Areas	11.28.17
S.6	Existing Conditions Plan – Forest Cover Types	11.28.17
S.7	Site Plan	11.28.17
S.7	Site Plan (with vegetation)	11.28.17
S.8	Neighborhood Plan	11.28.17
S.9	Modeling – Camera Location	11.28.17
S.10	Residential Neighborhood – Modeling Study, Camera 1	11.28.17
S.11	Residential Neighborhood – Modeling Study, Camera 2	11.28.17
S.12	Residential Neighborhood – Modeling Study, Camera 3	11.28.17
S.13	Residential Neighborhood – Modeling Study, Camera 4	11.28.17
S.14	Residential Neighborhood – Modeling Study, Camera 5	11.28.17
S.15	Mixed-Use Neighborhood – Modeling Study, Camera 6	11.28.17
S.16	Circulation Plan	11.28.17
S.17	Parking Management Plan	11.28.17
S.18	Cross Section Study – Section ID Map	11.28.17
S.19	Mixed-Use Neighborhood – Cross Section Study: Section A Main Street	11.28.17
S.20	Residential Neighborhood – Cross Section Study: Section B Secondary or Collector Street	11.28.17
S.21	Residential Neighborhood – Cross Section Study: Section C Tertiary or Local Street	11.28.17
S.22	Residential Neighborhood – Cross Section Study: Section D Tertiary or One-Way Street	11.28.17
S.23	Storm Water Management Plan	11.28.17
S.24	Park & Open Space Plan	11.28.17
S.25	Preliminary Utility Plan	11.28.17
S.26	Fire & Emergency Access Plan	11.28.17
S.27	Phasing Plan	11.28.17
S.28	Concept Phasing Plan	01.22.18

\_\_\_\_\_  
Acme Township Initials – Date

\_\_\_\_\_  
PD Developer Initials - Date



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**EXHIBIT C**

**SPECIFIC CONDITIONS**

The following conditions have been adopted by the Township Planning Commission and Township Board:

**A. Density:**

- 1) The PD Plan proposes seventy six (76) detached single-family dwelling units on the 12.51 acres designated as MHN – Mixed Housing Neighborhood District for a density of 6.08 du/ac. If the Developer wishes to modify the density in the MHN District by not more than eight (8) dwelling units, then the change shall constitute a minor amendment. If the Developer wishes to modify the density in the MHN District by more than eight (8) dwelling units, then the change shall constitute a major amendment.
- 2) The PD Plan proposes fifty (50) multifamily units on the 5.66 acres designated as C – Corridor Commercial District for a density of 8.83 du/ac. If the Developer wishes to modify the density in the C District by not more than five (5) dwelling units, then the change shall constitute a minor amendment. If the Developer wishes to modify the density in the C District by more than five (5) dwelling units, then the change shall constitute a major amendment.

**B. Land Use:** In addition to the aforementioned allowable dwelling units, the following land uses by type and area shall be allowed in the area designated C on the PD Plan:

- 1) Commercial – 45,000 square feet
- 2) Office – 20,000 square feet
- 3) If the Developer wishes to modify item 1) or 2) above by up to ten (10) percent, then the change shall constitute a minor amendment. If the Developer wishes to modify item 1) or 2) above by more than ten (10) percent, then the change shall constitute a major amendment.

**C. Storm Water:** The approved Conceptual PD Plan presents multiple low impact development (LID) storm water management techniques. The final site plan for each phase shall meet the LID storm water management requirements as required by the Planned Development Article of the Zoning Ordinance, and consistent with the Acme Township Storm Water Ordinance.

**D. Acme Creek Monitoring Program:** The Developer shall monitor the water quality of Acme Creek to ensure through the development of the Project that the water quality meets or exceeds the Part 4 Water Quality Standards prescribed under Part 31 of the Water Resource Protection section of NREPA (MCL 324.3101) with the following conditions:

- 1) The collecting, analyzing, and reporting of the water quality shall be completed by a qualified, independent party.



- 2) Measurements shall be taken at two locations: where Acme Creek enters the Property and exits the Property.
- 3) Water quality samples shall be collected, analyzed and reported to the Township to establish a baseline prior to the issuance of any land use permit for the Project.
- 4) Once a land use permit has been issued for a particular phase of development, water quality samples shall be collected, analyzed, and reported to the Township monthly until construction has reached completion for the development phase.
- 5) Once construction has been completed for a development phase, water quality samples shall be collected, analyzed, and reported to the Township quarterly for two (2) consecutive years.
- 6) In the event that the construction of a development phase overlaps the post-construction monitoring of a previous phase, the timeline and frequency of collecting, analyzing, and reporting water quality shall be based on the most recent phase of development.
- 7) The Acme Creek Monitoring Program shall collect, analyze, and report on the following parameters consistent with Part 4 Water Quality Standards: e Coli, dissolved oxygen, water temperature, specific conductivity, pH, volatile organic compounds, total organic carbon, total dissolved solids, total suspended solids, turbidity, water velocity, and water elevation.

**E. Non-motorized Facilities:** The Developer must provide an easement for a non-motorized shared-use facility connecting the property to the south and the Grand Traverse Town Center. The location of the easement shall be in the general location illustrated on the approved Conceptual PD Plan and shall support a paved trail surface with a minimum width of ten (10) feet. The trail easement agreement, with a survey and legal description, shall be recorded with the Grand Traverse County Register of Deeds. Sidewalks along both sides of all street right-of-ways and access routes leading to parking lots shall be constructed as presented in the approved Conceptual PD Plan.

**F. Cross Access Management:** The Developer agrees to enter into a mutually acceptable access easement agreement for vehicular and non-motorized traffic with abutting property owners in the general locations indicated on the approved Conceptual PD Plan when those abutting properties are developed, redeveloped, and/or required by Acme Township.

**G. Existing Vegetation:** All vegetation within the mandatory stream and wetland setbacks shall be maintained in a natural state. Only the removal of invasive species, diseased, or dying vegetation shall be permitted. The exception being the removal of vegetation to accommodate the designated non-motorized trail.

**H. Short-Term Rentals:** Short-term rental of the detached single-family homes shall be allowed without a license from Acme Township.

**I. Architecture and Construction:** Single-family dwelling units shall be of a design similar to that which has been presented in the approved Conceptual PD Plan and



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accompanying site plan approvals. The single-family homes shall sit on a permanent foundation or slab and shall not be on a chassis, or a chassis anchored to a slab or foundation. The mixed-use buildings presented in the plan shall meet all the architectural requirements of the base zoning district. Any building design change shall be submitted to the Planning Commission for review and approval as a minor amendment to the approved Conceptual PD Plan.

- J. Condominium Home Owner’s Association (HOA) Bylaws:** A copy of the condominium HOA bylaws shall be submitted to the Township and include the contact information for the HOA. An updated copy shall be submitted to the Township any time the HOA bylaws are amended or the contact information has changed.
- K. Phasing Requirement:** The construction phasing shall follow the Phasing Plan included in the approved Conceptual PD Plan. The Developer may modify the Phasing Plan depending on market conditions, project financing, and permit review requirements through a minor amendment to the approved Conceptual PD Plan.
- L. Expiration:** The Developer shall have two (2) years to submit an application for site plan review. After site plan approval, the expiration of the approval shall follow the same timeline for site plan reviews and land use permits as outlined in the Zoning Ordinance. If at any time the approval of the Conceptual PD Plan or subsequent site plan reviews and land use permits expire, the approved Conceptual PD Plan shall be considered null and void and the Property shall revert back to the underlying zoning designation, unless extended by a major amendment. Prior to the commencement of any construction, the Developer may void the approved Conceptual PD Plan and revert the Property back to its underlying zoning designation through a written request to the Zoning Administrator. If the Property reverts back to the underlying zoning designation, the Township shall record a document stating that the approved Conceptual PD Plan and this Agreement have expired and are no longer applicable.



Date: 12.06.2017

From: John Iacoangeli  
To: Karly Wentzloff, Chairperson  
ACME TOWNSHIP PLANNING COMMISSION  
6042 Acme Road  
Traverse City, MI 49690

Project: Kelly's Restaurant LLC  
4240 East M-72  
PD 2016-01

Request: Preliminary Approval for a Planned Development

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Applicant: Kelly's Restaurant LLC  
4240 East M-72  
Williamsburg, MI 49690

Parcel Address: 4240 East M-72

Parcel Number: 28-01-102-014-01 (4.58 Acres)  
28-01-102-010-00 (8.47 Acres)  
28-01-102-011-00 (2.34 Acres)

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**General Description:**

The Applicant is resubmitting an application for a Planned Development based on comments received during a preliminary review in November 2016 and March 2017. The proposed concept plan envisions a retail/residential mixed use development with frontage on M-72 consistent with the Corridor Commercial (C) zoning designation and a series of resort-style neighborhoods within the interior of the site on property zoned Mixed Housing Neighborhood (MHN). The overall site is 20.40 acres in size and the CC zoning consists of 7.31 acres and the MHN zoning comprises 13.17 acres.

The property in 2003 was zoned B-2 (Commercial) and currently is zoned C (Corridor Commercial) and MHN (Mixed Housing Neighborhood). The Applicant is proposing to use the Township's Planned Development provision to develop this project.

The subject property has been the recipient of several special use permits, including:

SUP 1-9-84-1	Movie Theater
SUP 6-4-84-1	Minor Amendment to reduce the number of screens from 3 to 2.
SUP 2003-01P	Convert the theater to a banquet facility and add new commercial kitchen.
SUP 2004-4P	Minor Amendment to amend landscaping
SUP 2006-04P	Minor Amendment to allow outdoor events.

If the PD is approved these SUP's will no longer apply to the property.

The proposed development will be served by public sewer and water provided through an agreement from the Grand Traverse Band.

**Land Use and Zoning Allocation**

The Applicant is proposing through the PD process to reallocate the underlying zoning to slightly increase the C-Corridor Commercial and decrease the MHN -Mixed Neighborhood Housing.

Based on the information provided on the plans the commercial buildings will have a lot coverage of 15% and floor area ratio (FAR) of .87, which indicates that the proposed commercial development is not dense and suburban in character. The proposed housing unit density is well within the limits of the ordinance. The MHN allows up to twelve (12) dwellings per acre and the proposed development ranges from 6.08 units per acre in the MHN district and 8.83 units per acre in the C district. The lower density in the MHN is a result of the Applicant desiring to maintain and work within the existing tree cover.

Land Use	Commercial`	Office	Housing
C (Corrdior Commercial)	38,300	16,200	50 (8.83)
MHN (Mixed Housing Neighborhodd			76 (6.08)
Total	38,300	16,200	126

Zoning Category	Existing	Proposed	Total
C (Corridor Commercial)	5.00	5.66	18.17
MHN (Mixed Housing Neighborhodd	13.17	12.51	18.17

**Planned Development Process:**

The Planned Development (PD) option is intended to allow, with Township approval, private or public development which is substantially in accord with the goals and objectives of the Township Master Plan and Future Land Use Map.

Use of the PD option is to encourage flexibility in the control of land development by encouraging innovative design through an overall development plan that provides a variety of design and layout; to achieve economy and efficiency in the use of land, advance the goals of the community master plan, integrate and preserve natural resources, maximize use of public services and utilities and encourage useful open spaces suited to the needs of the parcel in question.

The PD process is divided into reasonable and manageable parts.

Part 1 is the pre-application process where the Applicant requests the use of the PD provisions and the Planning Commission evaluates if the request is consistent with community goals and objectives as outlined in the zoning ordinance provision.

*Part 1 is the gateway to the PD process. The Applicant is required to meet 5 out of 9 community objectives in order for the pre-application to be considered. These objectives tie directly to the Community Master Plan and the Township's goal of protecting and preserving natural resources and open space. The Pre-Application was approved at the March 13, 2017 Planning Commission meeting.*

Part 2 commences once the pre-application is approved. This includes the submission of a full application package which includes a detailed narrative and site design. If the Planning Commission finds that the application is consistent with the intent of the ordinance and community master plan it schedules a public hearing.

(After the public hearing, the Planning Commission shall report its findings and recommendation to the Board. The Planning Commission shall review the proposed PD plan and make a determination about the proposal's qualification for the PD option and for adherence to the following objectives and requirements:

1. The proposed PD adheres to the conditions for qualification of the PD option and promotes the land use goals and objectives of the Township.
2. All applicable provisions of the PD ordinance shall be met. If any provision of this ordinance shall be in conflict with the provisions of any other section of this chapter, the provisions of the ordinance shall apply to the lands embraced within a PD area.
3. There will be at the time of development, an acceptable means of disposing of sanitary sewage and of supplying the development with water and the road network, storm water drainage system, and other public infrastructure and services are satisfactory.

Part 3 commences with the approval of application and this allows the Applicant to build the project in one phase or multiple phases, subject to a submission and approval of a site plan(s).

### **Preliminary Application Evaluation**

<b>Criteria</b>	<b>Response</b>
Land use areas represented by the zoning districts listed as A-1, R-1, R-2, R-3, B1S, B-2, B-3, and B-4 of this Ordinance.	The subject properties are zoned C-Commercial Corridor and MHN – Mixed Housing Neighborhood.
Vehicular circulation including major drives and location of vehicular access including cross sections of public streets or private places.	The proposed development maintains the existing two curb cuts on M-72. In addition, the plans indicate two stub streets with the adjacent Grand Traverse Town Center property. <b>Sheet 16</b> delineates the circulation system classification within the oriject. <b>Sheets 19 through 22</b> show the street cross sections within the proposed development. All cross sections show sidewalks.

<p>Transition treatment, including minimum building setbacks to land adjoining the PD and between different land use areas within the PD.</p>	<p>The proposed development is a walkable neighborhood where the different uses are in close proximity to one another. The largest buffer area is along the Acme Creek corridor where the combination of setback from the creek and the wetlands. Setback from the creek is 50 feet and the wetland setback is 25 feet. In some locations the setbacks exceed 100 feet. <b>Sheets 4, 5 and 6</b> illustrate the various setbacks and boundaries.</p>
<p>The general location of nonresidential buildings and parking areas, estimated floor areas, building coverage and number of stories or height.</p>	<p><b>Sheet 8</b> include information on building type, number of floors, and housing density.</p>
<p>The general location of residential unit types and densities and lot sizes by area.</p>	<p><b>Sheet 8</b> include information on building type, number of floors, and housing density.</p>
<p>Location of all wetlands, water and watercourses, proposed water detention areas and depth to groundwater.</p>	<p><b>Sheet 5</b> notes the location of ecologically sensitive areas including delineated wetland boundaries. <b>Sheet 23</b> addresses the storm water collection system, location of ponds and utilization of rain gardens. Although not required as part of this phase, the Township Engineer has been asked to perform a general review of the proposed stormwater network. The Applicant has been briefed, and is well aware, of the water quality issues associated with Acme Creek. It has been recommended that prior to implementation and during construction that water quality samples be undertaken periodically in the same fashion as GTTC.</p>
<p>The boundaries of open space areas that are to be preserved or reserved and an indication of the proposed ownership.</p>	<p><b>Sheet 7</b> provides a framework where open space within the development will occur. <b>Sheet 24</b> illustrates the location of park and open space within the development. All open space is within the boundaries of the development.</p>
<p>A schematic landscape treatment plan for open space areas, streets and border/transition areas to adjoining properties.</p>	<p><b>Sheets 19 through 22</b> illustrate the landscape treatment along internal streets and <b>Sheet 24</b> notes the open space provided within the site, much of which is provided through the preservation of the existing tree cover, and setbacks from Acme Creek and delineated wetlands.</p>

<p>A preliminary grading plan, showing the extent of grading and delineating any areas, which are not to be graded or disturbed.</p>	<p><b>Sheet 23</b> provides the stormwater plan for the site which shows the proposed topography for the site. However, a grading plan which addresses this specific criteria is not provided.</p>
<p>A public or private water distribution, storm and sanitary sewer plan.</p>	<p><b>Sheet 25</b> illustrates the location of water lines and the sanitary sewer collection system.</p>
<p>Elevations of the proposed buildings using durable and traditional building materials shall be used. Materials such as exterior insulation finish system (EIFS), fluted concrete masonry units, concrete panels, panel brick, and scored concrete masonry unit block are not considered durable and traditional building materials.</p>	<p><b>Sheets 10 through 15</b> show proposed building elevations. Materials appear to be traditional; wood, metal, brick and stone. Detailed construction plans will be reviewed to ensure that non-traditional materials are not used.</p>
<p>A written statement explaining in detail the full intent of the applicant, showing dwelling units types or uses contemplated and resultant population, floor area, parking and supporting documentation, including the intended schedule of development.</p>	<p><b>Sheet 27</b> denotes the phasing plan for the development which is proposed in four stages. Phase 1 would be the housing units along Acme Creek along the southern portion of the property.</p>
<p>A market study, traffic impact study, and /or environmental impact assessment, if requested by the Planning Commission or Board of Trustees.</p>	<p>The proposed development was included in the regional network assessment as part of the GTTC traffic study. Improvements to M-72 and Lautner Road where based on full build-out of GTTC so there should not be a problem with capacity. Based on the EPA Mixed-Use Traffic model the development will result in 6,922 daily trip ends consisting for home-based work trips, home-based other related trips, and non home-based trips. The AM Peak traffic is estimated at 249 trips and the PM Peak has a trip generation of 739. As a result of this assessment a full traffic study doesn't appear to be warranted. However, this is predicated on revised build-out plans for GTTC. If the revised plans for GTTC result in less commercial development than originally approved than there should be added capacity within the traffic network. The housing market has been assessed by Networks Northwest through a regional Target Market Assessment. Based on these</p>

	finding there is demand for both year-round single family and multifamily housing. It should be noted that some of the proposed housing is targeted for seasonal residents.
A pattern book or design guidelines manual if requested by the Planning Commission or Board of Trustees.	This is a decision the Planning Commission can make. However, the elevations presented in the plans provides a reasonable insight to the design intent of the development.

**Assessment of the Application**

The application and submission materials address the criteria outlined in the ordinance for the “Submittal of the PD Plan and Application Materials.”

**Findings**

The application is sufficiently complete to schedule a public hearing. The plans provided a comprehensive framework to provide the Planning Commission and the public enough information to evaluate the appropriateness of the project. In advance of the public hearing the following information needs to be submitted:

1. A grading plan that illustrates areas within the property that will be disturbed (graded) and areas that will not be disturbed. Approximate amounts of disturbed material should be included in the plan or plan narrative.
2. A narrative how the Applicant will approach water quality monitoring of Acme Creek.
3. Submission of discussions and recommendations from MDOT on traffic related concerns.
4. Documentation supporting the extension of water from GTB to the property.

**Recommendation**

It is recommended that the Planning Commission schedule a public hearing on the application.



set number

**influence  
design  
forum  
LLC**

studio

120 E. Front St.  
2nd Floor Loft  
P.O. Box 1507  
Traverse City, MI 49685  
(231) 944.4114

www.influencedesignforum.com

# PLANNED UNIT DEVELOPMENT SITE PLAN & APPLICATION

## KELLY RESTAURANTS LLC

### OWNER

KELLY RESTAURANTS  
4230 M-72 EAST HIGHWAY  
WILLIAMSBURG, MI 49690

(231) 938-3663  
(231) 342-4550

### PLANNER

INFLUENCE DESIGN FORUM, LLC  
PO BOX 1507  
120 EAST FRONT ST. 2ND FLR. LOFT  
TRAVERSE CITY, MI 49685

(231) 944-4114  
www.influencedesignforum.com

### CIVIL ENGINEER

M2E, LLC  
1230 PENINSULA CT.  
TRAVERSE CITY, MI 49686

(231) 218-0590

### PUBLIC AGENCIES & UTILITIES

#### UTILITY AGENCIES

CONSUMERS ENERGY  
Telephone: 231.929.6242

CHARTER COMMUNICATIONS  
Telephone: 231.929.7012

DTE ENERGY  
Telephone: 231.592.3244

AT&T MICHIGAN  
Telephone: 231.941.2707

#### PUBLIC AGENCIES

ACME TOWNSHIP  
ZONING ADMINISTRATOR  
Telephone: 231.938.1350

GRAND TRAVERSE COUNTY SOIL  
EROSION  
Telephone: 231.995.6042

GRAND TRAVERSE COUNTY  
CONSTRUCTION CODE  
Telephone: 231.995.6049

#### EMERGENCY SERVICES

EMERGENCY CALLS  
**911**

FIRE DEPARTMENTS  
Emergency Service: **911**

EMERGENCY AMBULANCE SERVICE  
**911**

Grand Traverse Metro Fire Department  
Telephone: 231.947.3000

POLICE AGENCIES  
Emergency Service: **911**

MISS DIG 811  
Emergency Service  
Telephone: 1.800.482.7171

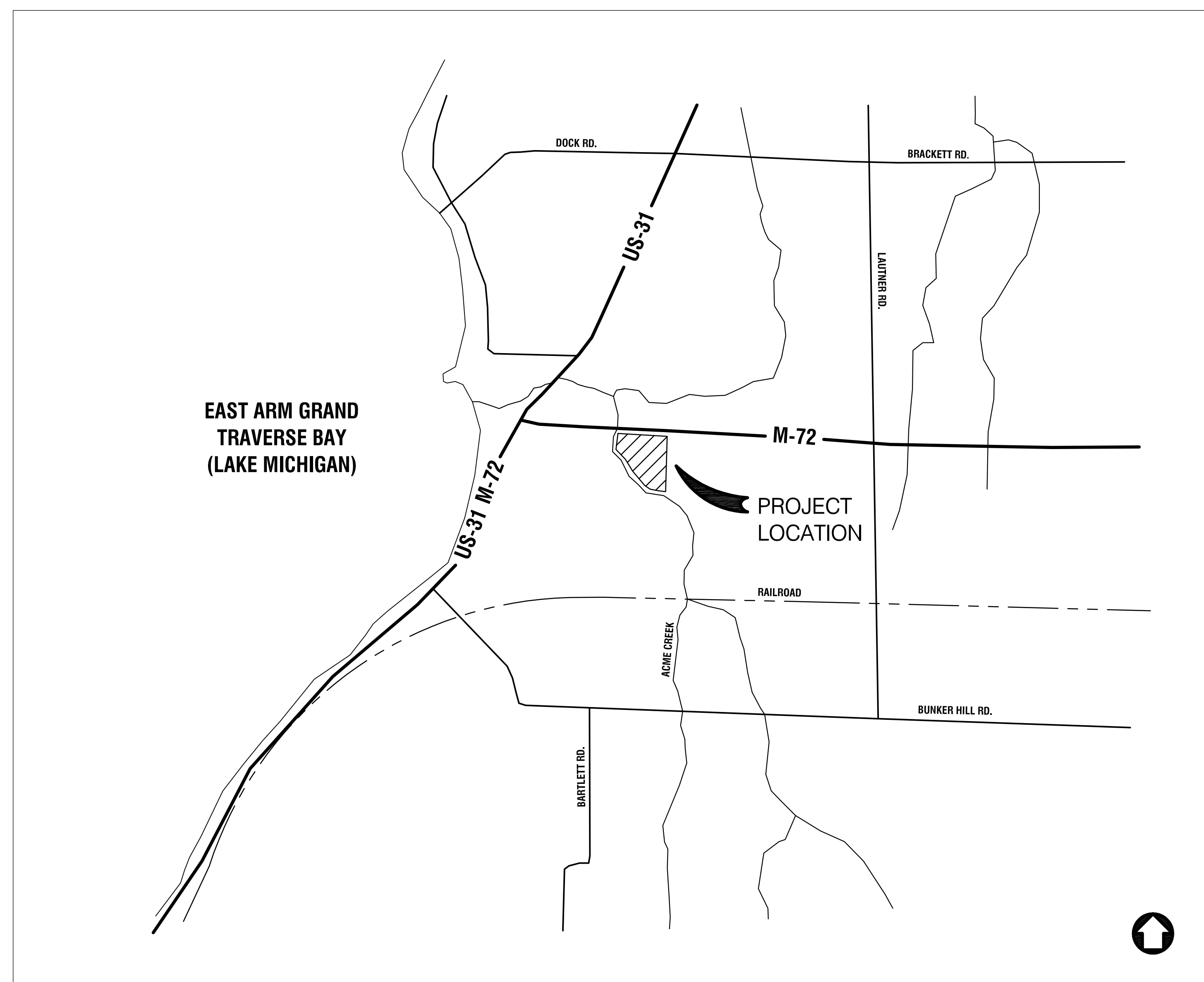
Grand Traverse County Sheriff:  
Telephone: 231.995.5000

Michigan State Police: Telephone:  
231.946.4646

INFLUENCE DESIGN FORUM COMMISSION / JOB NO. 2017101.01

### LOCATION MAP

ACME TOWNSHIP, GRAND TRAVERSE COUNTY, MICHIGAN

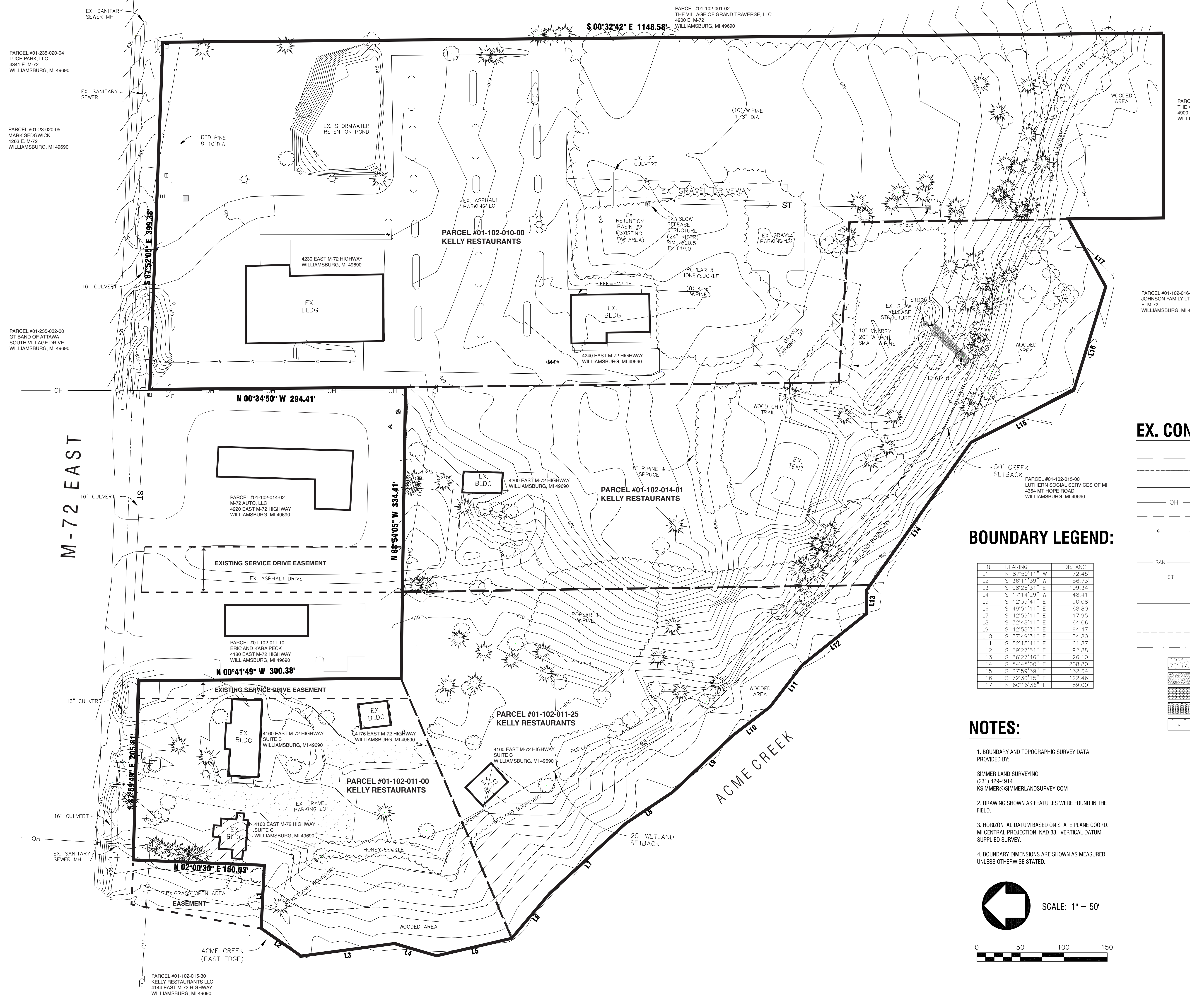


ISSUE DATE	DESCRIPTION
11-28-17	PUD APPLICATION

### SHEET INDEX

DRAWING NO.	SHEET DESCRIPTION
C	COVER
S1	EXISTING CONDITIONS PLAN
S2	EXISTING CONDITIONS: ZONING DISTRICT OVERLAY
S3	EXISTING CONDITIONS: PROPOSED CHANGE IN LAND USE
S4	EXISTING CONDITIONS: LOCATION OF BUSINESSES
S5	EXISTING CONDITIONS: ECOLOGICALLY SENSITIVE AREAS
S6	EXISTING CONDITIONS: FOREST COVER TYPES
S7	OVERALL SITE PLAN
S8	NEIGHBORHOOD PLAN
S9	MODELING STUDY: CAMERA LOCATION ID MAP
S10	MODELING STUDY: CAMERA 1
S11	MODELING STUDY: CAMERA 2
S12	MODELING STUDY: CAMERA 3
S13	MODELING STUDY: CAMERA 4
S14	MODELING STUDY: CAMERA 5
S15	MODELING STUDY: CAMERA 6
S16	CIRCULATION PLAN
S17	PARKING MANAGEMENT PLAN
S18	CROSS-SECTION STUDY: SECTION ID MAP
S19	CROSS-SECTION STUDY: SECTION A - MAIN STREET
S20	CROSS-SECTION STUDY: SECTION B - SECONDARY OR COLLECTOR STREET
S21	CROSS-SECTION STUDY: SECTION C - TERTIARY OR LOCAL STREET
S22	CROSS-SECTION STUDY: SECTION D - TERTIARY OR LOCAL ONE-WAY STREET
S23	STORMWATER MANAGEMENT PLAN
S24	PARK AND OPEN SPACE PLAN
S25	PRELIMINARY UTILITY PLAN
S26	FIRE & EMERGENCY ACCESS PLAN
S27	PHASING PLAN
C-S7	FIRE & EMERGENCY SERVICES SITE PLAN REVIEW PLAN SET





**EX. CONDITIONS LEGEND:**

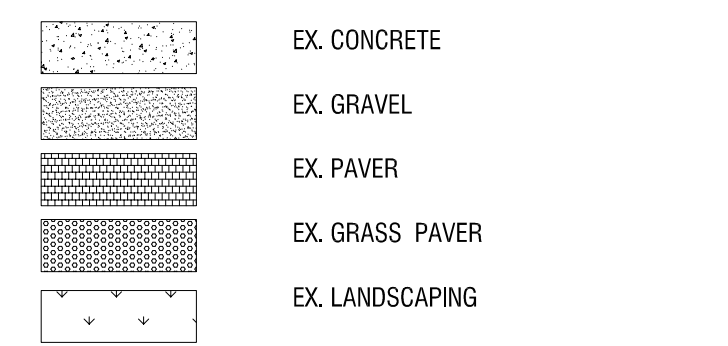
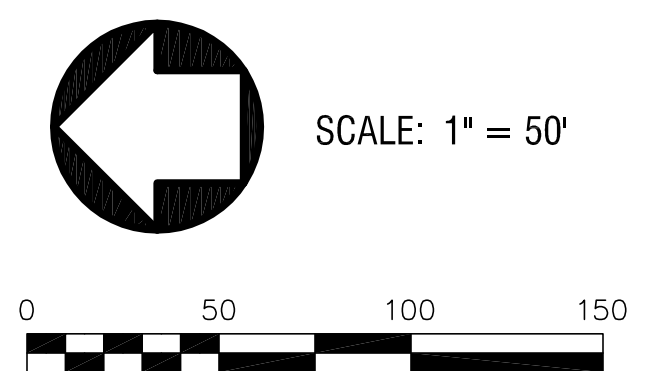
- EX. ROAD RIGHT-OF-WAY
- EX. FENCE
- EX. EDGE OF CONC./ASPHALT
- OH EX. ELECTRIC OVERHEAD
- EX. ELECTRIC UNDERGROUND
- EX. GAS UNDERGROUND
- EX. WATER MAIN / SERVICE LINE
- SAN EX. SANITARY SEWER LINE
- ST ST EX. STORM SEWER
- EX. TREELINE DECIDUOUS
- EX. TREELINE CONIFEROUS
- EX. EDGE OF WATER
- SETBACK
- EX. WETLAND BOUNDARY

**BOUNDARY LEGEND:**

LINE	BEARING	DISTANCE
L1	N 87°59'11" W	72.45'
L2	S 36°11'39" W	56.73'
L3	S 08°26'31" E	109.34'
L4	S 17°14'29" W	48.41'
L5	S 12°39'41" E	90.08'
L6	S 49°51'11" E	68.80'
L7	S 42°59'11" E	117.95'
L8	S 32°48'11" E	64.06'
L9	S 42°58'31" E	94.47'
L10	S 37°49'31" E	54.80'
L11	S 52°15'41" E	61.87'
L12	S 39°27'51" E	92.88'
L13	S 86°27'46" E	26.10'
L14	S 54°45'00" E	208.80'
L15	S 27°59'39" E	132.64'
L16	S 72°30'15" E	122.46'
L17	N 60°16'36" E	89.00'

**NOTES:**

- BOUNDARY AND TOPOGRAPHIC SURVEY DATA PROVIDED BY:  
SIMMER LAND SURVEYING  
(231) 429-4914  
KSIMMER@SIMMERLANDSURVEY.COM
- DRAWING SHOWN AS FEATURES WERE FOUND IN THE FIELD.
- HORIZONTAL DATUM BASED ON STATE PLANE COORD. MI CENTRAL PROJECTION, NAD 83. VERTICAL DATUM SUPPLIED SURVEY.
- BOUNDARY DIMENSIONS ARE SHOWN AS MEASURED UNLESS OTHERWISE STATED.



- ☉ EX. CONIFEROUS TREE
- ☪ EX. DECIDUOUS HARDWOOD TREE
- ☪ EX. DECIDUOUS SOFTWOOD TREE
- EX. DECIDUOUS SHRUB
- EX. MANHOLE
- ⊙ EX. STORM CATCH BASIN
- ⊙ EX. HYDRANT
- ⊙ EX. SIGN
- ⊙ EX. UTILITY POLE
- ⊙ EX. LIGHT POLE
- ⊙ EX. GUY WIRE
- ⊙ EX. RISER (PHONE, OTHER)
- ⊙ MONUMENT FOUND
- 1/2" REBAR FOUND
- 1/2" REBAR & CAP SET
- (R) RECORD
- (M) MEASURED

set number

**influence design forum LLC**

studio  
120 E. Front St.  
2nd Floor Loft  
P.O. Box 1507  
Traverse City, MI 49685  
(231) 944.4114

www.influencedesignforum.com

CIVIL ENGINEER CONSULTANT

REGISTRATION SEAL

ISSUE DATE DESCRIPTION  
11-28-17 PUD APPLICATION

PROJECT

**PLANNED UNIT DEVELOPMENT**

CLIENT  
**KELLY RESTAURANTS**  
4230 M-72 EAST HWY.  
WILLIAMSBURG, MI 49690

PRINCIPAL: \_\_\_\_\_ NGE  
PROJECT MGR: \_\_\_\_\_  
DESIGNED BY: \_\_\_\_\_ NGE  
DRAWN BY: \_\_\_\_\_  
CHECKED BY: \_\_\_\_\_  
COMMISSION / JOB NO.: \_\_\_\_\_ 2017101.01

DRAWING TITLE  
**EXISTING CONDITIONS PLAN**

**S.1**



# influence design forum LLC

## studio

120 E. Front St.  
2nd Floor Loft  
P.O. Box 1507  
Traverse City, MI 49685  
(231) 944.4114

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CIVIL ENGINEER CONSULTANT

REGISTRATION SEAL

ISSUE DATE	DESCRIPTION
11-28-17	PUD APPLICATION

PROJECT

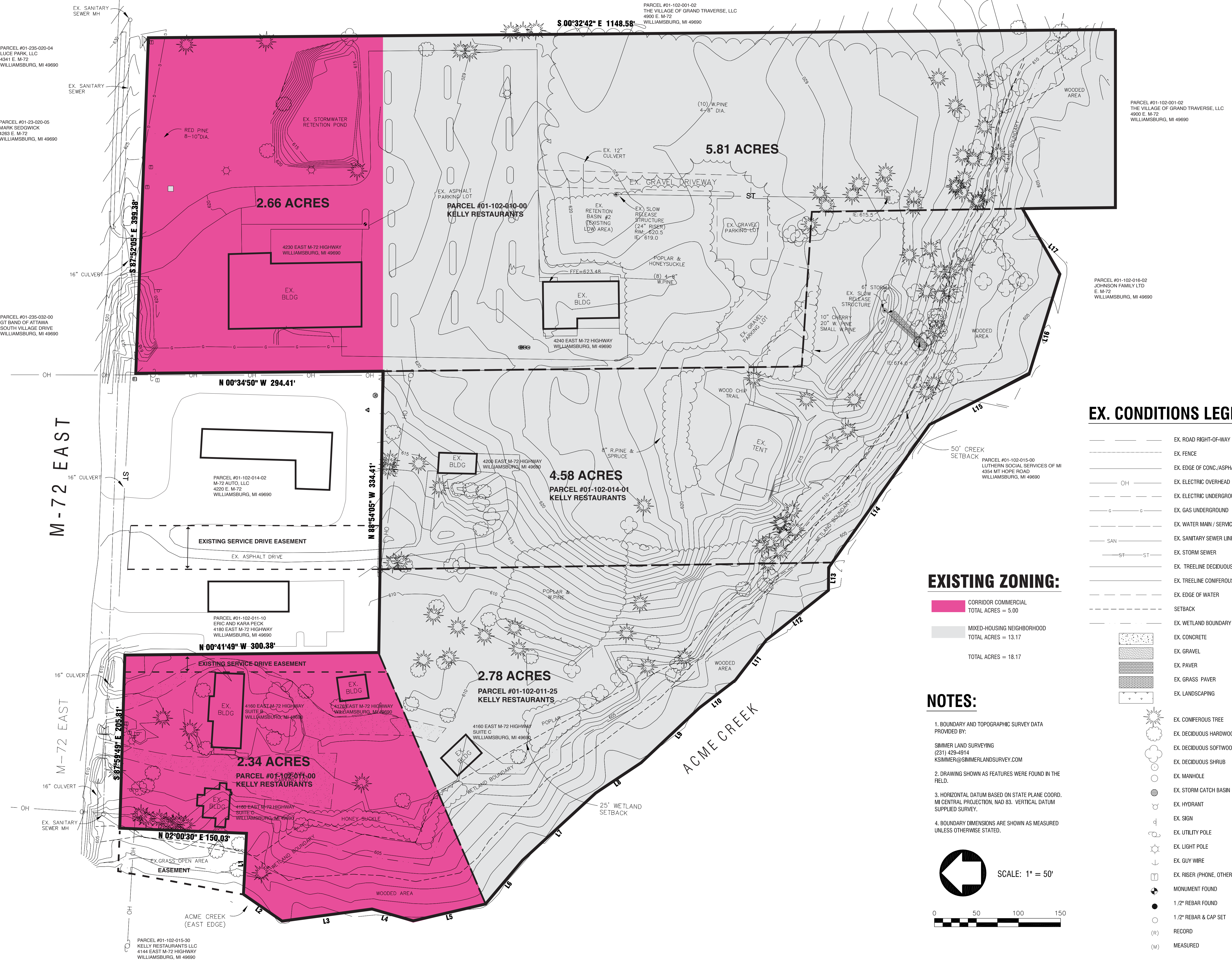
# PLANNED UNIT DEVELOPMENT

CLIENT  
**KELLY RESTAURANTS**  
4230 M-72 EAST HWY.  
WILLIAMSBURG, MI 49690

PRINCIPAL:	INGE
PROJECT MGR:	
DESIGNED BY:	INGE
DRAWN BY:	
CHECKED BY:	
COMMISSION / JOB NO.:	2017101.01

DRAWING TITLE  
**EXISTING CONDITIONS PLAN**  
Zoning District Overlay

# S.2

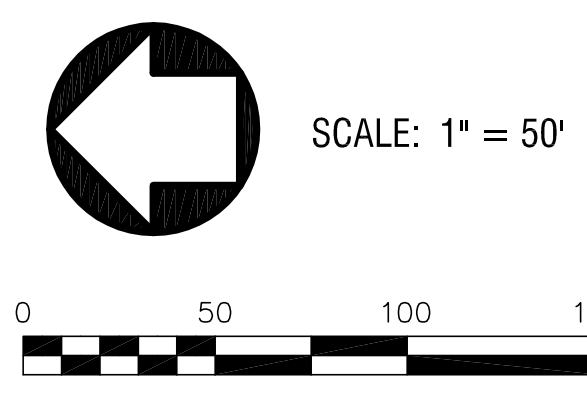


### EXISTING ZONING:

- CORRIDOR COMMERCIAL  
TOTAL ACRES = 5.00
- MIXED-HOUSING NEIGHBORHOOD  
TOTAL ACRES = 13.17
- TOTAL ACRES = 18.17

### NOTES:

- BOUNDARY AND TOPOGRAPHIC SURVEY DATA PROVIDED BY:  
SIMMER LAND SURVEYING  
(231) 429-4914  
KSIMMER@SIMMERLANDSURVEY.COM
- DRAWING SHOWN AS FEATURES WERE FOUND IN THE FIELD.
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- BOUNDARY DIMENSIONS ARE SHOWN AS MEASURED UNLESS OTHERWISE STATED.



### EX. CONDITIONS LEGEND:

- EX. ROAD RIGHT-OF-WAY
- EX. FENCE
- EX. EDGE OF CONC./ASPHALT
- EX. ELECTRIC OVERHEAD
- EX. ELECTRIC UNDERGROUND
- EX. GAS UNDERGROUND
- EX. WATER MAIN / SERVICE LINE
- EX. SANITARY SEWER LINE
- EX. STORM SEWER
- EX. TREELINE DECIDUOUS
- EX. TREELINE CONIFEROUS
- EX. EDGE OF WATER
- SETBACK
- EX. WETLAND BOUNDARY
- EX. CONCRETE
- EX. GRAVEL
- EX. PAVER
- EX. GRASS PAVER
- EX. LANDSCAPING
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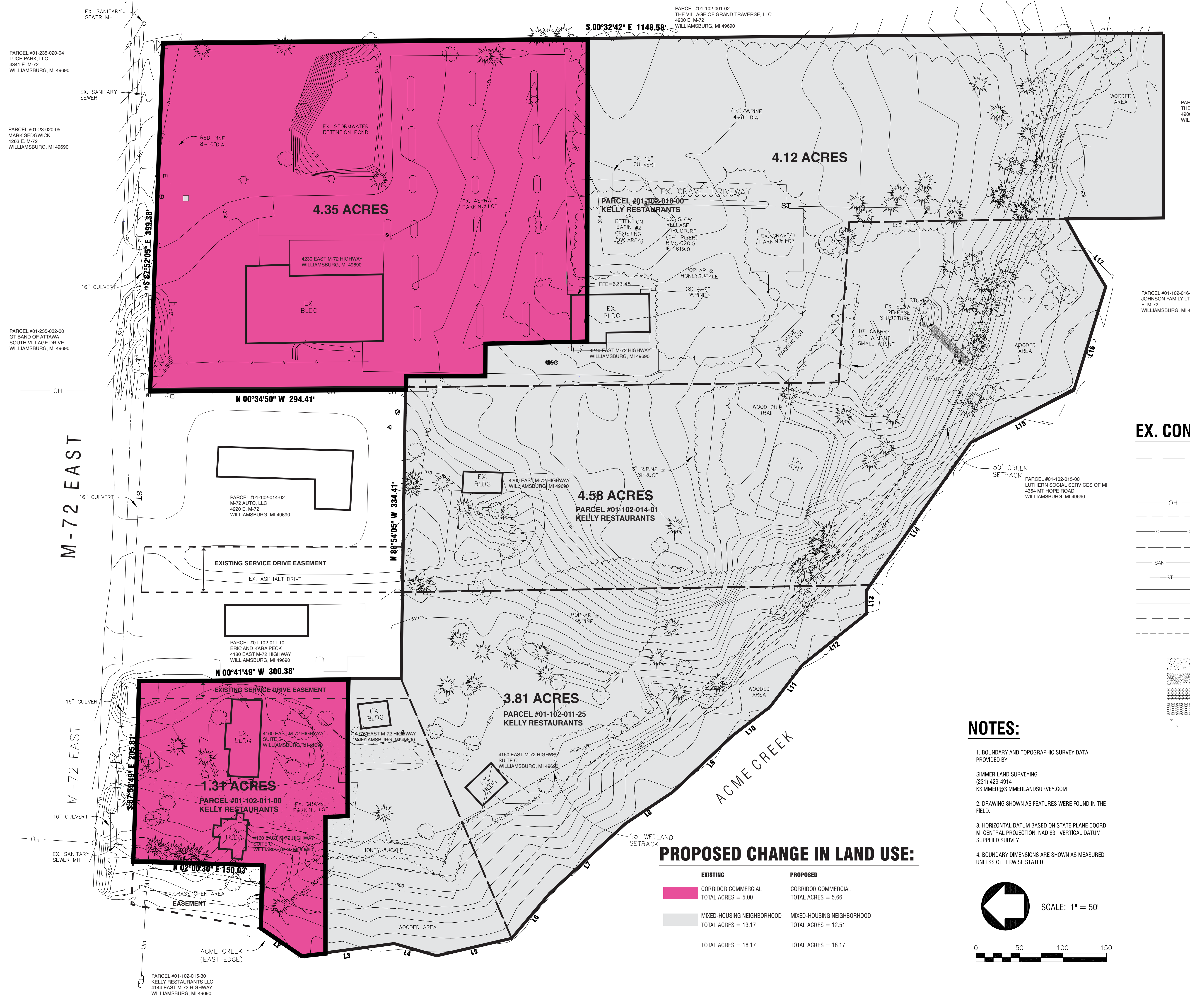
ISSUE DATE	DESCRIPTION
11-28-17	PUD APPLICATION

**PLANNED UNIT DEVELOPMENT**

CLIENT  
**KELLY RESTAURANTS**  
4230 M-72 EAST HWY.  
WILLIAMSBURG, MI 49690

PRINCIPAL:	INGE
PROJECT MGR:	
DESIGNED BY:	INGE
DRAWN BY:	
CHECKED BY:	
COMMISSION / JOB NO.:	2017101.01

DRAWING TITLE  
**EXISTING CONDITIONS PLAN**  
Proposed Change in Land Use



PARCEL #01-102-001-02  
THE VILLAGE OF GRAND TRAVERSE, LLC  
4900 E. M-72  
WILLIAMSBURG, MI 49690

PARCEL #01-235-020-04  
LUCE PARK, LLC  
4341 E. M-72  
WILLIAMSBURG, MI 49690

PARCEL #01-23-020-05  
MARK SEDGWICK  
4263 E. M-72  
WILLIAMSBURG, MI 49690

PARCEL #01-235-032-00  
GT BAND OF ATTAWA  
SOUTH VILLAGE DRIVE  
WILLIAMSBURG, MI 49690

PARCEL #01-102-001-02  
THE VILLAGE OF GRAND TRAVERSE, LLC  
4900 E. M-72  
WILLIAMSBURG, MI 49690

PARCEL #01-102-016-02  
JOHNSON FAMILY LTD  
E. M-72  
WILLIAMSBURG, MI 49690

PARCEL #01-102-014-02  
M-72 AUTO, LLC  
4220 E. M-72  
WILLIAMSBURG, MI 49690

PARCEL #01-102-011-10  
ERIC AND KARA PECK  
4160 EAST M-72 HIGHWAY  
WILLIAMSBURG, MI 49690

PARCEL #01-102-011-00  
KELLY RESTAURANTS  
4160 EAST M-72 HIGHWAY  
SUITE B  
WILLIAMSBURG, MI 49690

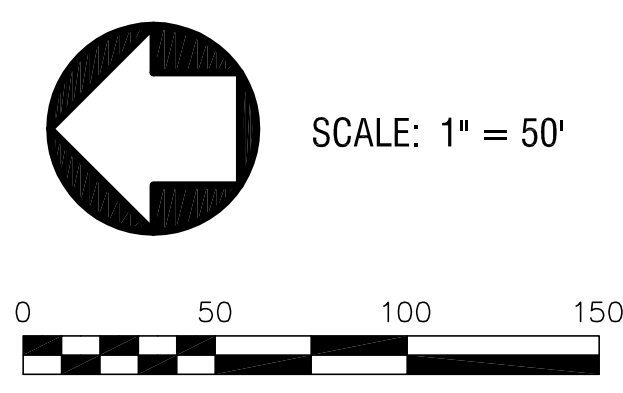
PARCEL #01-102-015-30  
KELLY RESTAURANTS LLC  
4144 EAST M-72 HIGHWAY  
WILLIAMSBURG, MI 49690

**EX. CONDITIONS LEGEND:**

- EX. ROAD RIGHT-OF-WAY
- EX. FENCE
- EX. EDGE OF CONC./ASPHALT
- OH — EX. ELECTRIC OVERHEAD
- EX. ELECTRIC UNDERGROUND
- EX. GAS UNDERGROUND
- EX. WATER MAIN / SERVICE LINE
- SAN — EX. SANITARY SEWER LINE
- ST — ST — EX. STORM SEWER
- EX. TREELINE DECIDUOUS
- EX. TREELINE CONIFEROUS
- EX. EDGE OF WATER
- SETBACK
- EX. WETLAND BOUNDARY
- [Pattern] EX. CONCRETE
- [Pattern] EX. GRAVEL
- [Pattern] EX. PAVER
- [Pattern] EX. GRASS PAVER
- [Pattern] EX. LANDSCAPING

**NOTES:**

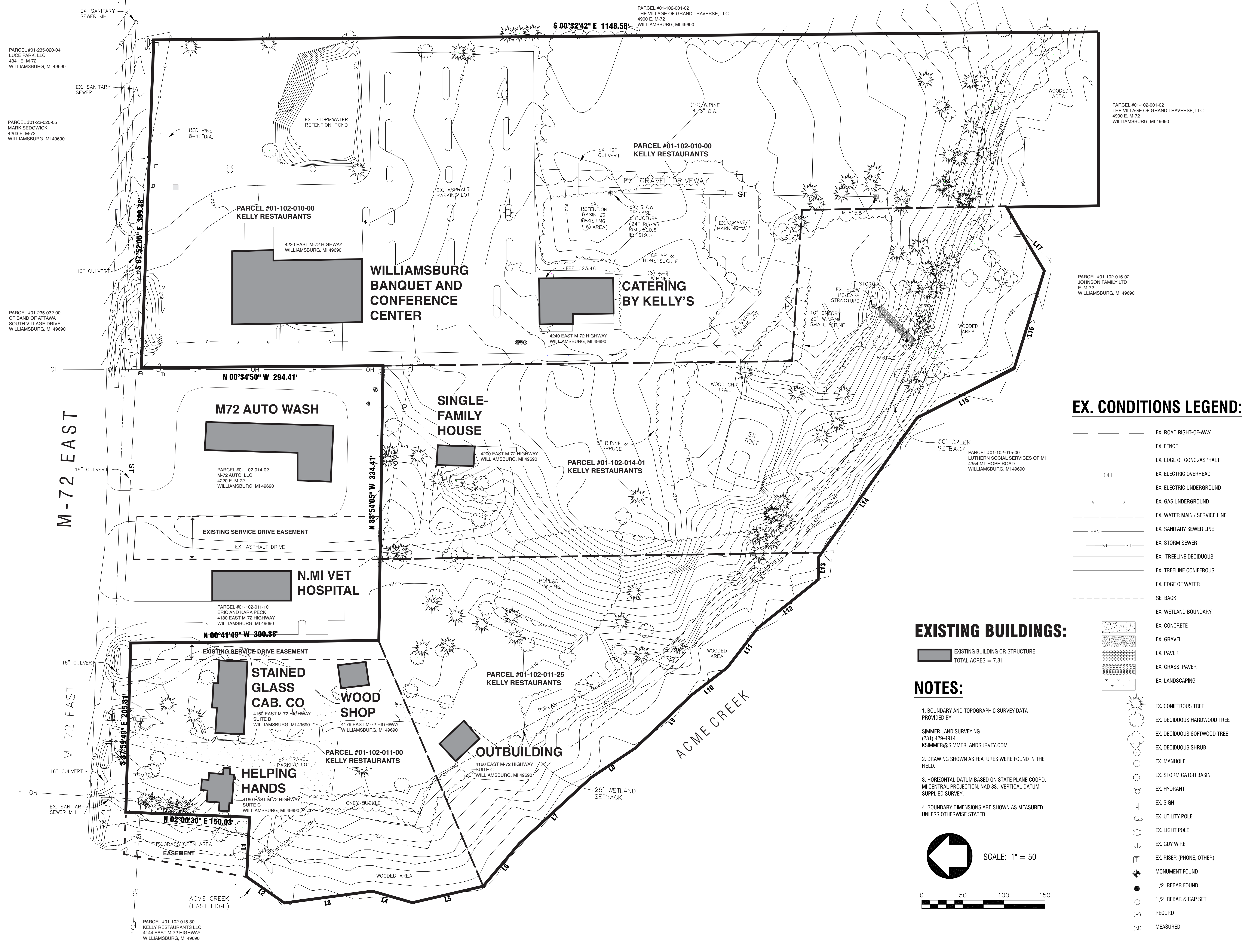
1. BOUNDARY AND TOPOGRAPHIC SURVEY DATA PROVIDED BY:  
SIMMER LAND SURVEYING  
(231) 429-4914  
KSIMMER@SIMMERLANDSURVEY.COM
2. DRAWING SHOWN AS FEATURES WERE FOUND IN THE FIELD.
3. HORIZONTAL DATUM BASED ON STATE PLANE COORD. MI CENTRAL PROJECTION, NAD 83. VERTICAL DATUM SUPPLIED SURVEY.
4. BOUNDARY DIMENSIONS ARE SHOWN AS MEASURED UNLESS OTHERWISE STATED.



**PROPOSED CHANGE IN LAND USE:**

EXISTING	PROPOSED
[Pink] CORRIDOR COMMERCIAL TOTAL ACRES = 5.00	CORRIDOR COMMERCIAL TOTAL ACRES = 5.66
[Grey] MIXED-HOUSING NEIGHBORHOOD TOTAL ACRES = 13.17	MIXED-HOUSING NEIGHBORHOOD TOTAL ACRES = 12.51
TOTAL ACRES = 18.17	TOTAL ACRES = 18.17





REGISTRATION SEAL

**EX. CONDITIONS LEGEND:**

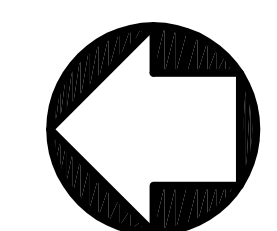
- EX. ROAD RIGHT-OF-WAY
- EX. FENCE
- EX. EDGE OF CONC./ASPHALT
- EX. ELECTRIC OVERHEAD
- EX. ELECTRIC UNDERGROUND
- EX. GAS UNDERGROUND
- EX. WATER MAIN / SERVICE LINE
- EX. SANITARY SEWER LINE
- EX. STORM SEWER
- EX. TREELINE DECIDUOUS
- EX. TREELINE CONIFEROUS
- EX. EDGE OF WATER
- SETBACK
- EX. WETLAND BOUNDARY

**EXISTING BUILDINGS:**

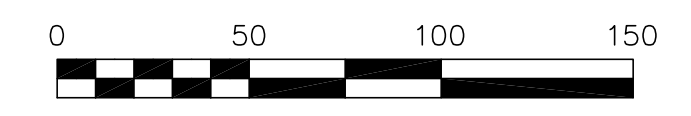
- EXISTING BUILDING OR STRUCTURE
- TOTAL ACRES = 7.31
- EX. CONCRETE
- EX. GRAVEL
- EX. PAVER
- EX. GRASS PAVR
- EX. LANDSCAPING

**NOTES:**

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SCALE: 1" = 50'



- EX. CONIFEROUS TREE
- EX. DECIDUOUS HARDWOOD TREE
- EX. DECIDUOUS SOFTWOOD TREE
- EX. DECIDUOUS SHRUB
- EX. MANHOLE
- EX. STORM CATCH BASIN
- EX. HYDRANT
- EX. SIGN
- EX. UTILITY POLE
- EX. LIGHT POLE
- EX. GUY WIRE
- EX. RISER (PHONE, OTHER)
- MONUMENT FOUND
- 1/2" REBAR FOUND
- 1/2" REBAR & CAP SET
- RECORD
- MEASURED

ISSUE DATE	DESCRIPTION
11-28-17	PUD APPLICATION

**PLANNED UNIT DEVELOPMENT**

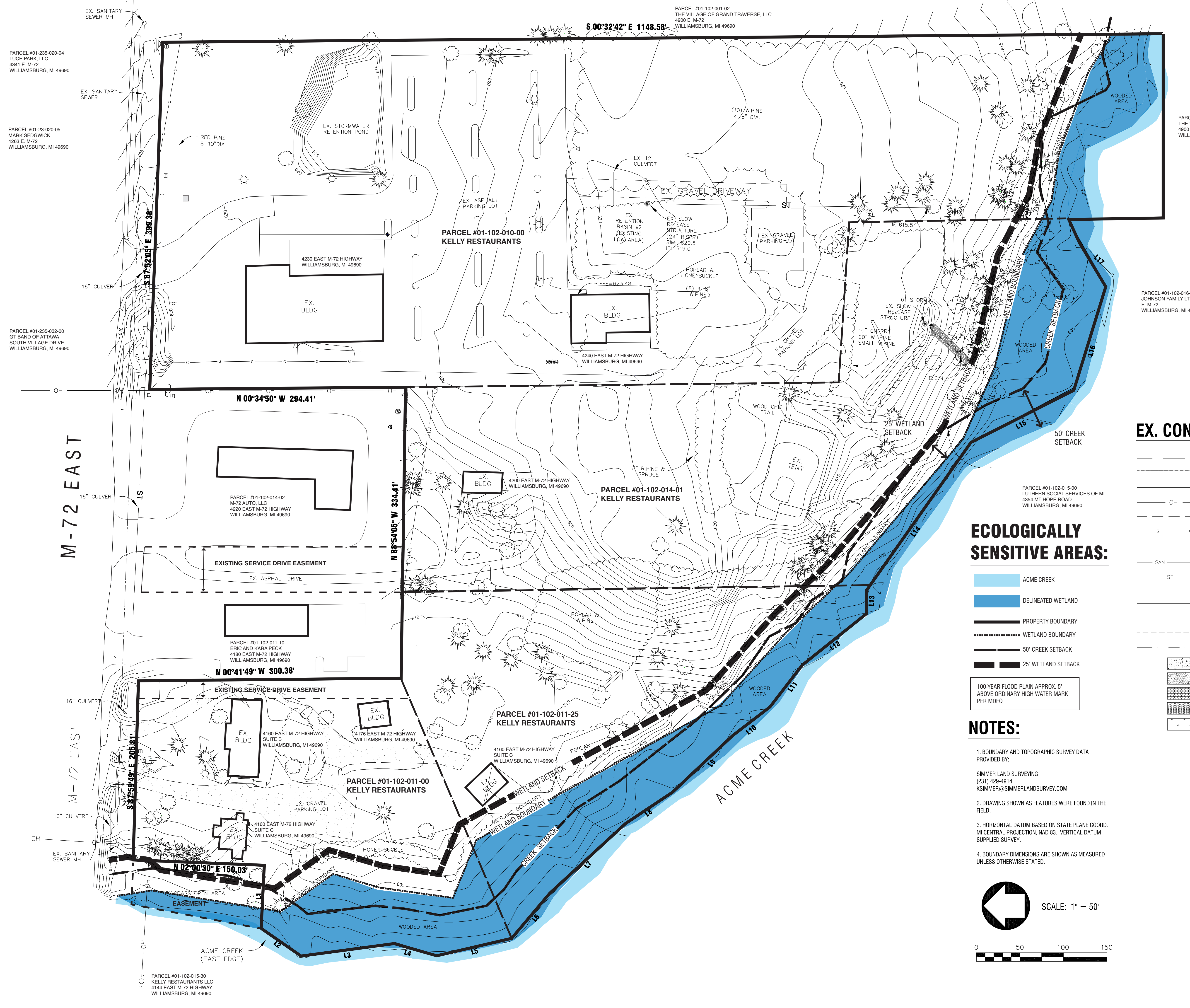
CLIENT  
**KELLY RESTAURANTS**  
4230 M-72 EAST HWY.  
WILLIAMSBURG, MI 49690

PRINCIPAL: \_\_\_\_\_ INGE  
PROJECT MGR: \_\_\_\_\_  
DESIGNED BY: \_\_\_\_\_ INGE  
DRAWN BY: \_\_\_\_\_  
CHECKED BY: \_\_\_\_\_  
COMMISSION / JOB NO.: \_\_\_\_\_ 2017101.01

DRAWING TITLE  
**EXISTING CONDITIONS PLAN**  
Location of Businesses

**S.4**





PARCEL #01-235-020-04  
LUCE PARK, LLC  
4341 E. M-72  
WILLIAMSBURG, MI 49690

PARCEL #01-23-020-05  
MARK SEDGWICK  
4263 E. M-72  
WILLIAMSBURG, MI 49690

PARCEL #01-235-032-00  
GT BAND OF ATTAWA  
SOUTH VILLAGE DRIVE  
WILLIAMSBURG, MI 49690

PARCEL #01-102-014-02  
THE VILLAGE OF GRAND TRAVERSE, LLC  
4900 E. M-72  
WILLIAMSBURG, MI 49690

PARCEL #01-102-016-02  
JOHNSON FAMILY LTD  
E. M-72  
WILLIAMSBURG, MI 49690

PARCEL #01-102-015-00  
LUTHERN SOCIAL SERVICES OF MI  
4554 MT HOPE ROAD  
WILLIAMSBURG, MI 49690

PARCEL #01-102-011-10  
ERIC AND KARA PECK  
4180 EAST M-72 HIGHWAY  
WILLIAMSBURG, MI 49690

PARCEL #01-102-011-00  
KELLY RESTAURANTS  
4176 EAST M-72 HIGHWAY  
WILLIAMSBURG, MI 49690

PARCEL #01-102-015-30  
KELLY RESTAURANTS LLC  
4144 EAST M-72 HIGHWAY  
WILLIAMSBURG, MI 49690

M-72 EAST

M-72 EAST

S 00°32'42" E 1148.58'

N 00°34'50" W 294.41'

N 88°54'05" W 334.41'

N 00°41'49" W 300.38'

N 02°00'30" E 150.03'

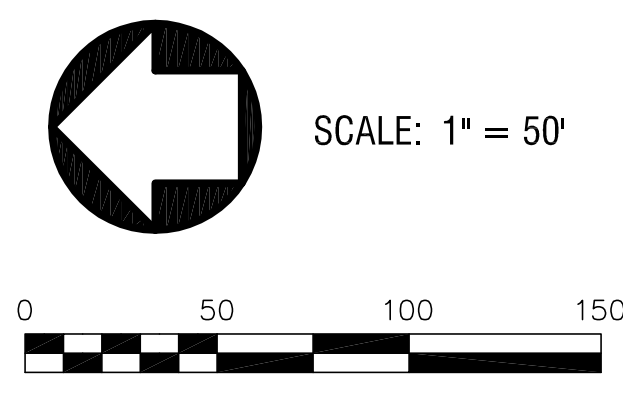
**ECOLOGICALLY SENSITIVE AREAS:**

- ACME CREEK
- DELINEATED WETLAND
- PROPERTY BOUNDARY
- WETLAND BOUNDARY
- 50' CREEK SETBACK
- 25' WETLAND SETBACK

100-YEAR FLOOD PLAIN APPROX. 5' ABOVE ORDINARY HIGH WATER MARK PER MDEQ

**NOTES:**

1. BOUNDARY AND TOPOGRAPHIC SURVEY DATA PROVIDED BY:  
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**EX. CONDITIONS LEGEND:**

- EX. ROAD RIGHT-OF-WAY
- EX. FENCE
- EX. EDGE OF CONC./ASPHALT
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- EX. TREELINE CONIFEROUS
- EX. EDGE OF WATER SETBACK
- EX. WETLAND BOUNDARY
- EX. CONCRETE
- EX. GRAVEL
- EX. PAVER
- EX. GRASS PAVER
- EX. LANDSCAPING
- EX. CONIFEROUS TREE
- EX. DECIDUOUS HARDWOOD TREE
- EX. DECIDUOUS SOFTWOOD TREE
- EX. DECIDUOUS SHRUB
- EX. MANHOLE
- EX. STORM CATCH BASIN
- EX. HYDRANT
- EX. SIGN
- EX. UTILITY POLE
- EX. LIGHT POLE
- EX. GUY WIRE
- EX. RISER (PHONE, OTHER)
- MONUMENT FOUND
- 1/2" REBAR FOUND
- 1/2" REBAR & CAP SET
- RECORD
- MEASURED

set number

**influence design forum LLC**

studio

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**CIVIL ENGINEER CONSULTANT**

REGISTRATION SEAL

ISSUE DATE	DESCRIPTION
11-28-17	PUD APPLICATION

PROJECT

**PLANNED UNIT DEVELOPMENT**

CLIENT

**KELLY RESTAURANTS**  
4230 M-72 EAST HWY.  
WILLIAMSBURG, MI 49690

PRINCIPAL: \_\_\_\_\_ INGE

PROJECT MGR: \_\_\_\_\_

DESIGNED BY: \_\_\_\_\_ INGE

DRAWN BY: \_\_\_\_\_

CHECKED BY: \_\_\_\_\_

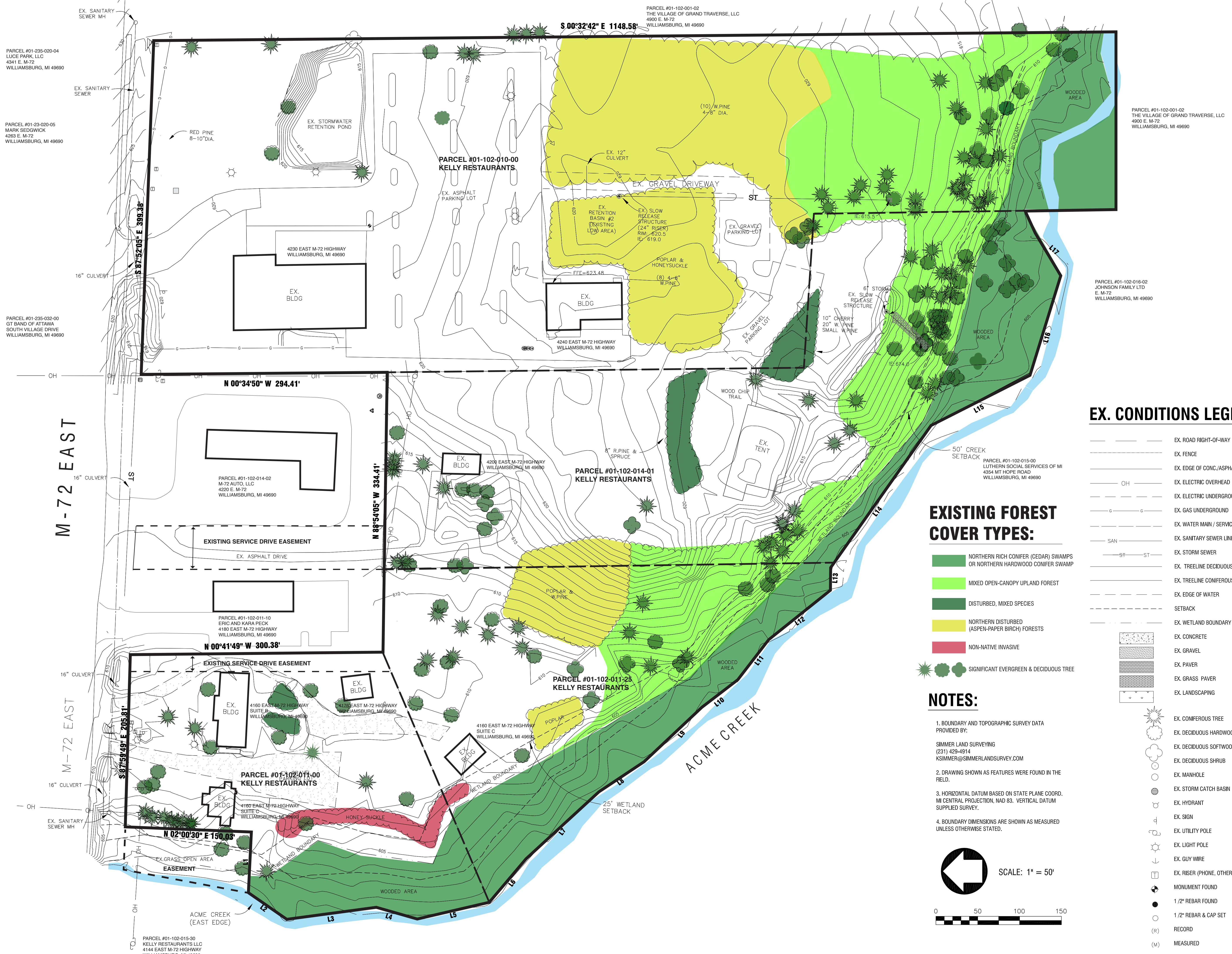
COMMISSION / JOB NO.: \_\_\_\_\_ 2017101.01

DRAWING TITLE

**EXISTING CONDITIONS PLAN**  
Ecologically Sensitive Areas

**S.5**





**EX. CONDITIONS LEGEND:**

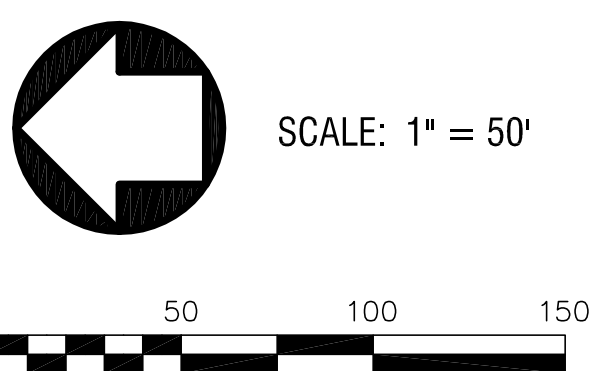
- EX. ROAD RIGHT-OF-WAY
- EX. FENCE
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- EX. WATER MAIN / SERVICE LINE
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- EX. STORM SEWER
- EX. TREELINE DECIDUOUS
- EX. TREELINE CONIFEROUS
- EX. EDGE OF WATER
- SETBACK
- EX. WETLAND BOUNDARY

**EXISTING FOREST COVER TYPES:**

- NORTHERN RICH CONIFER (CEDAR) SWAMPS OR NORTHERN HARDWOOD CONIFER SWAMP
- MIXED OPEN-CANOPY UPLAND FOREST
- NORTHERN DISTURBED (ASPEN-PAPER BIRCH) FORESTS
- NON-NATIVE INVASIVE
- SIGNIFICANT EVERGREEN & DECIDUOUS TREE

**NOTES:**

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- EX. CONCRETE
- EX. GRAVEL
- EX. PAVER
- EX. GRASS PAVER
- EX. LANDSCAPING

- EX. CONIFEROUS TREE
- EX. DECIDUOUS HARDWOOD TREE
- EX. DECIDUOUS SOFTWOOD TREE
- EX. DECIDUOUS SHRUB
- EX. MANHOLE
- EX. STORM CATCH BASIN
- EX. HYDRANT
- EX. SIGN
- EX. UTILITY POLE
- EX. LIGHT POLE
- EX. GUY WIRE
- EX. RISER (PHONE, OTHER)
- MONUMENT FOUND
- 
- 
- RECORD
- MEASURED

set number

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**CIVIL ENGINEER  
CONSULTANT**

REGISTRATION SEAL

ISSUE DATE	DESCRIPTION
11-28-17	PUD APPLICATION

**PLANNED UNIT  
DEVELOPMENT**

CLIENT  
**KELLY RESTAURANTS  
4230 M-72 EAST HWY.  
WILLIAMSBURG, MI 49690**

PRINCIPAL:	NGE
PROJECT MGR:	
DESIGNED BY:	NGE
DRAWN BY:	
CHECKED BY:	
COMMISSION / JOB NO.:	2017101.01

DRAWING TITLE  
**EXISTING CONDITIONS PLAN  
Forest Cover Types**



ISSUE DATE	DESCRIPTION
11-28-17	PUD APPLICATION

PROJECT

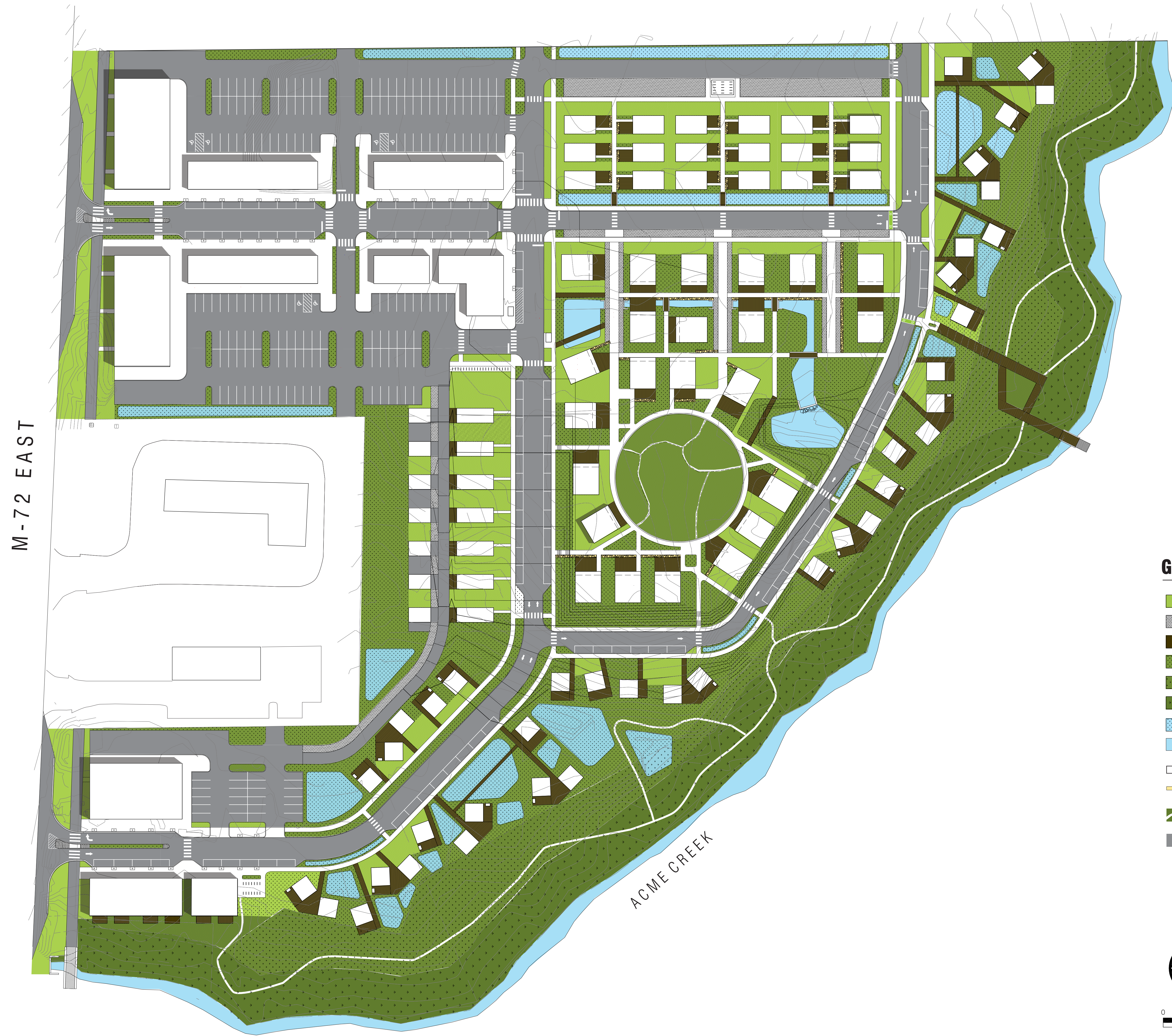
### PLANNED UNIT DEVELOPMENT

CLIENT  
**KELLY RESTAURANTS**  
4230 M-72 EAST HWY.  
WILLIAMSBURG, MI 49690

PRINCIPAL: \_\_\_\_\_ NGE  
 PROJECT MGR: \_\_\_\_\_  
 DESIGNED BY: \_\_\_\_\_ NGE  
 DRAWN BY: \_\_\_\_\_  
 CHECKED BY: \_\_\_\_\_  
 COMMISSION / JOB NO.: \_\_\_\_\_ 2017101.01

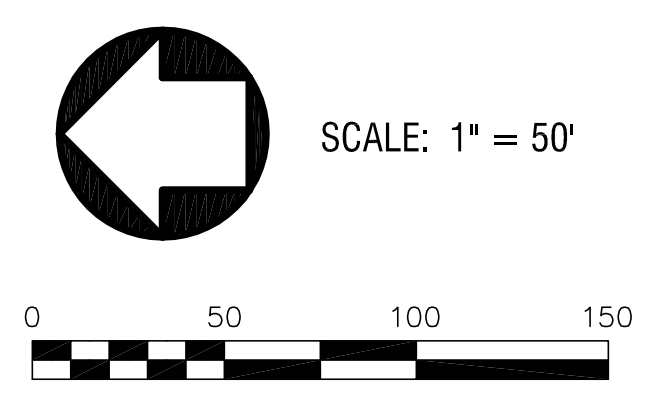
DRAWING TITLE  
**SITE PLAN**

# S.7



### GENERAL LEGEND:

- GRASS / LAWN
- PERMEABLE PAVERS
- WOOD DECKS
- NATIVE LANDSCAPING
- ENHANCED GREENBELT / EXISTING NATIVE VEGETATION
- EXISTING NATIVE VEGETATION
- BIOSWALE / STORM WATER GARDEN
- WATER FEATURE / CREEK
- SIDEWALK
- STONE WALL
- SINGLE TRACK TRAIL
- PARKING LOT / STREET
- TRANSIT STOP
- BICYCLE PARKING





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CONSULTANT

REGISTRATION SEAL

ISSUE DATE	DESCRIPTION
11-28-17	PUD APPLICATION

PROJECT  
**PLANNED UNIT  
DEVELOPMENT**

CLIENT  
**KELLY RESTAURANTS**  
4230 M-72 EAST HWY.  
WILLIAMSBURG, MI 49690

PRINCIPAL:	NGE
PROJECT MGR:	
DESIGNED BY:	NGE
DRAWN BY:	
CHECKED BY:	
COMMISSION / JOB NO.:	2017101.01


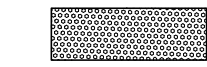



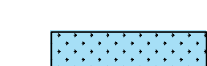

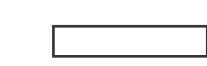
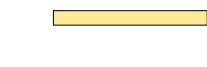





DRAWING TITLE  
**SITE PLAN**

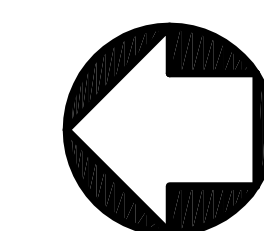
**S.7**

M-72 EAST

ACME CREEK

**GENERAL LEGEND:**

-  GRASS / LAWN
-  PERMEABLE PAVERS
-  WOOD DECKS
-  NATIVE LANDSCAPING
-  ENHANCED GREENBELT / EXISTING NATIVE VEGETATION
-  EXISTING NATIVE VEGETATION
-  BIOSWALE / STORM WATER GARDEN
-  WATER FEATURE / CREEK
-  SIDEWALK
-  STONE WALL
-  SINGLE TRACK TRAIL
-  PARKING LOT / STREET
-  TRANSIT STOP
-  BICYCLE PARKING



SCALE: 1" = 50'





M-72 EAST



**MIXED-USE  
BUILDING TYPES:**

	USE BY FLOOR	SFT	# OF RES. UNITS
<b>1</b> MIXED-USE BUILDING 3-Story Mixed-Use 21600 Square Feet (SFT)	1st Flr. Commercial	7200 SFT	8
	2nd Flr. Office	7200 SFT	
	3rd Flr. Apartments	7200 SFT	
<b>2</b> MIXED-USE BUILDING 3-Story Mixed-Use 21600 Square Feet (SFT)	1st Flr. Commercial	7200 SFT	8
	2nd Flr. Office	7200 SFT	
	3rd Flr. Apartments	7200 SFT	
<b>3</b> MIXED-USE BUILDING 3-Story Mixed-Use 8400 Square Feet (SFT)	1st Flr. Commercial	4200 SFT	4
	2nd Flr. Apartments	4200 SFT	
<b>4</b> MIXED-USE BUILDING 3-Story Mixed-Use 8400 Square Feet (SFT)	1st Flr. Commercial	4200 SFT	4
	2nd Flr. Apartments	4200 SFT	
<b>5</b> MIXED-USE BUILDING 3-Story Mixed-Use 8400 Square Feet (SFT)	1st Flr. Commercial	4200 SFT	4
	2nd Flr. Apartments	4200 SFT	
<b>6</b> MIXED-USE BUILDING 2-Story Mixed-Use 3600 Square Feet (SFT)	1st Flr. Commercial	1800 SFT	4
	2nd Flr. Office	1800 SFT	
<b>7</b> MIXED-USE BUILDING 3-Story Mixed-Use 10500 Square Feet (SFT)	1st Flr. Commercial	3500 SFT	2
	2nd Flr. Condominium	3500 SFT	
	3rd Flr. Condominium	3500 SFT	
<b>8</b> MIXED-USE BUILDING 2-Story Mixed-Use 12000 Square Feet (SFT)	1st Flr. Commercial	6000 SFT	8
	2nd Flr. Apartment	6000 SFT	
<b>9</b> MULTI-FAMILY BUILDING 3-Story Mixed-Use 12000 Square Feet (SFT)	1st Flr. Condominium Walkout	4000 SFT	> 4
	2nd Flr. Condominium	4000 SFT	
	3rd Flr. Condominium	4000 SFT	
<b>10</b> MULTI-FAMILY BUILDING 3-Story Mixed-Use 6000 Square Feet (SFT)	1st Flr. Condominium Walkout	2000 SFT	> 2
	2nd Flr. Condominium	2000 SFT	
	3rd Flr. Condominium	2000 SFT	
<b>TOTAL RES. UNITS</b>			<b>50</b>

**PROPOSED DENSITY:**

<b>CORRIDOR COMMERCIAL</b> TOTAL ACRES = 5.66	50 UNITS	8.83 UNITS/ACRE
<b>MIXED-HOUSING NEIGHBORHOOD</b> TOTAL ACRES = 12.51	76 UNITS	6.08 UNITS/ACRE
TOTAL ACRES = 18.17		

**DETACHED SINGLE  
FAMILY DWELLING TYPES:**

TYPE	DESCRIPTION	# OF UNITS	
A	2-Story 1600 Square Feet	23	
B	1-Story 800 Square Feet	18	
C1	1-Story 600 Square Feet	17	
C2	1-Story 1000 Square Feet	11	
D	2-Story w/detached garage 1200 Square Feet	7	
<b>TOTAL UNITS</b>		<b>76</b>	



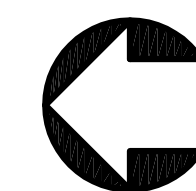
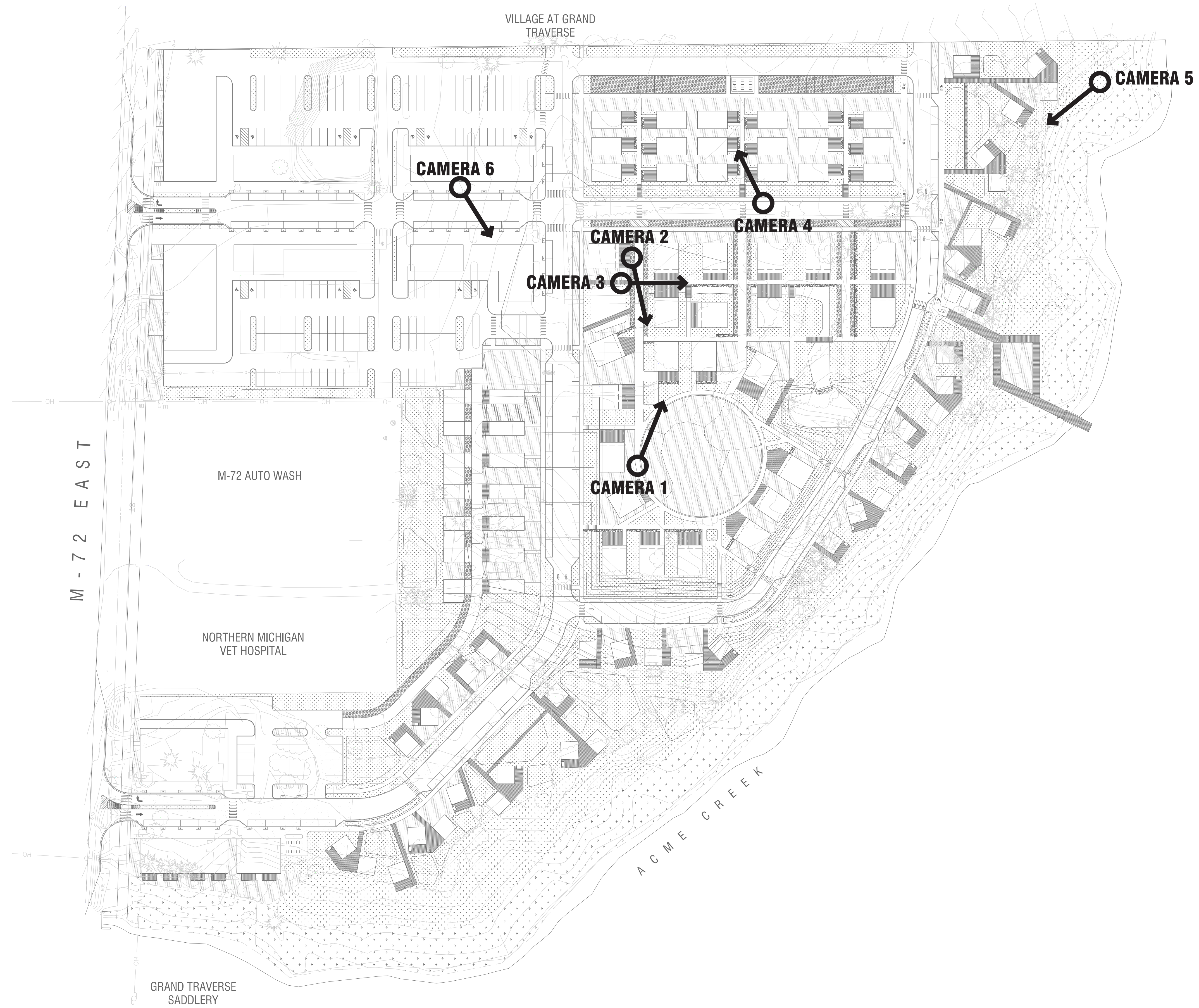
SCALE: 1" = 50'



TOTAL UNITS 76

TOTAL RES. UNITS 50





**influence design forum LLC** studio  
 120 E. Front St.  
 2nd Floor Loft  
 P.O. Box 1507  
 Traverse City, MI 49685  
 (231) 944.4114  
 www.influencedesignforum.com

DRAWING TITLE  
 MODELING  
**CAMERA LOCATION ID MAP**

PROJECT  
**PLANNED UNIT DEVELOPMENT**

CLIENT  
 KELLY RESTAURANTS  
 4230 M-72 EAST HWY.  
 WILLIAMSBURG, MI 49690

PRINCIPAL	NGE
PROJECT MANAGER	
DESIGNED BY	NGE
DRAWN BY	
CHECKED BY	
COMMISSION / JOB NO.	2017101.01

ISSUE DATE	DESCRIPTION
11-28-17	PUD APPLICATION

**S.9**





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Traverse City, MI 49685  
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DRAWING TITLE  
RESIDENTIAL NEIGHBORHOOD - MODELING STUDY  
**CAMERA 1**

PROJECT  
**PLANNED UNIT  
DEVELOPMENT**

CLIENT  
KELLY RESTAURANTS  
4230 M-72 EAST HWY.  
WILLIAMSBURG, MI 49690

PRINCIPAL	NGE
PROJECT MANAGER	
DESIGNED BY	NGE
DRAWN BY	
CHECKED BY	
COMMISSION / JOB NO.	2017101.01

ISSUE DATE	DESCRIPTION
11-28-17	PUD APPLICATION

**S.10**





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2nd Floor Loft  
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Traverse City, MI 49685  
(231) 944.4114

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DRAWING TITLE  
RESIDENTIAL NEIGHBORHOOD - MODELING STUDY  
**CAMERA 2**

PROJECT  
**PLANNED UNIT  
DEVELOPMENT**

CLIENT  
KELLY RESTAURANTS  
4230 M-72 EAST HWY.  
WILLIAMSBURG, MI 49690

PRINCIPAL	NGE
PROJECT MANAGER	
DESIGNED BY	NGE
DRAWN BY	
CHECKED BY	
COMMISSION / JOB NO.	2017101.01

ISSUE DATE	DESCRIPTION
11-28-17	PUD APPLICATION

**S.11**





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forum  
LLC** studio

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Traverse City, MI 49685  
(231) 944.4114

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DRAWING TITLE  
RESIDENTIAL NEIGHBORHOOD - MODELING STUDY  
**CAMERA 3**

PROJECT  
**PLANNED UNIT  
DEVELOPMENT**

CLIENT  
KELLY RESTAURANTS  
4230 M-72 EAST HWY.  
WILLIAMSBURG, MI 49690

PRINCIPAL	NGE
PROJECT MANAGER	
DESIGNED BY	NGE
DRAWN BY	
CHECKED BY	
COMMISSION / JOB NO.	2017101.01

ISSUE DATE	DESCRIPTION
11-28-17	PUD APPLICATION

**S.12**





**influence  
design  
forum  
LLC** studio

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DRAWING TITLE

RESIDENTIAL NEIGHBORHOOD - MODELING STUDY

## CAMERA 4

PROJECT

## PLANNED UNIT DEVELOPMENT

CLIENT

KELLY RESTAURANTS  
4230 M-72 EAST HWY.  
WILLIAMSBURG, MI 49690

PRINCIPAL	NGE
PROJECT MANAGER	
DESIGNED BY	NGE
DRAWN BY	
CHECKED BY	
COMMISSION / JOB NO.	2017101.01

ISSUE DATE	DESCRIPTION
11-28-17	PUD APPLICATION

# S.13





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DRAWING TITLE  
RESIDENTIAL NEIGHBORHOOD - MODELING STUDY  
**CAMERA 5**

PROJECT  
**PLANNED UNIT  
DEVELOPMENT**  
CLIENT  
KELLY RESTAURANTS  
4230 M-72 EAST HWY.  
WILLIAMSBURG, MI 49690

PRINCIPAL	NGE
PROJECT MANAGER	
DESIGNED BY	NGE
DRAWN BY	
CHECKED BY	
COMMISSION / JOB NO.	2017101.01

ISSUE DATE	DESCRIPTION
11-28-17	PUD APPLICATION

**S.14**





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DRAWING TITLE  
MIXED-USE NEIGHBORHOOD - MODELING STUDY  
**CAMERA 6**

PROJECT  
**PLANNED UNIT  
DEVELOPMENT**

CLIENT  
KELLY RESTAURANTS  
4230 M-72 EAST HWY.  
WILLIAMSBURG, MI 49690

PRINCIPAL	NGE
PROJECT MANAGER	
DESIGNED BY	NGE
DRAWN BY	
CHECKED BY	
COMMISSION / JOB NO.	2017101.01

ISSUE DATE	DESCRIPTION
11-28-17	PUD APPLICATION



ISSUE DATE	DESCRIPTION
11-28-17	PUD APPLICATION

PROJECT

### PLANNED UNIT DEVELOPMENT

CLIENT  
KELLY RESTAURANTS  
4230 M-72 EAST HWY.  
WILLIAMSBURG, MI 49690

PRINCIPAL: \_\_\_\_\_ NGE  
 PROJECT MGR: \_\_\_\_\_  
 DESIGNED BY: \_\_\_\_\_ NGE  
 DRAWN BY: \_\_\_\_\_  
 CHECKED BY: \_\_\_\_\_  
 COMMISSION / JOB NO.: 2017101.01

DRAWING TITLE  
CIRCULATION PLAN

**BOULEVARD ENTRANCE**

- TWO-WAY TRAFFIC CIRCULATION
- MDOT STANDARDS
- RIGHT-TURN OUT ONLY AND USE ROUND-A-BOUNT FOR EASTBOUND TRAFFIC PATTERN
- 2011 VILLAGE AT GRAND TRAVERSE TRAFFIC IMPACT STUDY WILL BE REFERENCED AS A BASIS FOR DESIGN

**M-72 EAST HIGHWAY**

- WORK TOGETHER WITH GTBOC INDIANS, ACME TOWNSHIP, AND MDOT TO COMPLETE PLANNED IMPROVEMENTS TO M-72 INCLUDING WIDENING TO 4 LANES AND INSTALLATION OF A NEW BOX CULVERT FOR ACME CREEK
- 2011 VILLAGE AT GRAND TRAVERSE TRAFFIC IMPACT STUDY WILL BE REFERENCED AS A BASIS FOR DESIGN

**WALKABILITY IMPROVEMENTS**

WORK TOGETHER WITH GTBOC INDIANS, ACME TOWNSHIP, AND MDOT TO IMPROVE WALKABILITY ALONG M-72 BY CONSTRUCTING A SIDEWALK/PATHWAY IN THE RIGHT-OF-WAY

**BOULEVARD ENTRANCE**

- TWO-WAY TRAFFIC CIRCULATION
- MDOT STANDARDS
- RIGHT-TURN OUT ONLY AND USE ROUND-A-BOUNT FOR EASTBOUND TRAFFIC PATTERN
- 2011 VILLAGE AT GRAND TRAVERSE TRAFFIC IMPACT STUDY WILL BE REFERENCED AS A BASIS FOR DESIGN

**ACCESS MANAGEMENT**  
WORK WITH GTBOC INDIANS TO EXPLORE STREET CONNECTIONS BETWEEN PROPERTIES

**ACCESS MANAGEMENT**  
WORK WITH GTBOC INDIANS TO EXPLORE STREET CONNECTIONS BETWEEN PROPERTIES

**ACCESS MANAGEMENT**  
WORK WITH GTBOC INDIANS TO EXPLORE STREET CONNECTIONS BETWEEN PROPERTIES

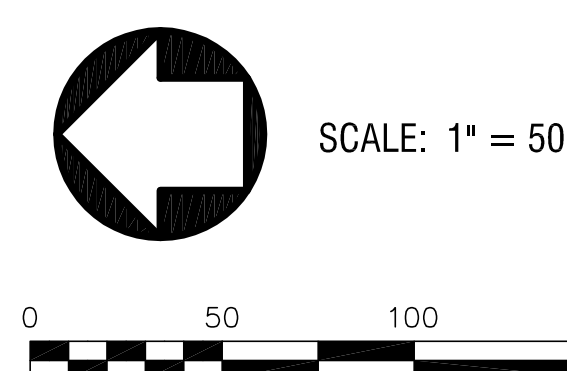
**ACCESS MANAGEMENT**  
WORK TOGETHER WITH ADJACENT PROPERTY OWNERS TO EXPLORE THE POSSIBILITY OF CONNECTING DRIVEWAYS BETWEEN PROPERTIES

**NETWORK OF TRAILS**  
A NETWORK OF TRAILS WILL PROVIDE BOTH RECREATIONAL OPPORTUNITIES AND IMPROVED PEDESTRIAN ACCESS AND CIRCULATION

**NON-MOTORIZED CONNECTION**  
WORK TOGETHER WITH TART TRAILS AND ACME TOWNSHIP TO CONNECT THE TART TRAIL INTO AND THROUGH THE PROPERTY

### STREET CLASSIFICATION & CIRCULATION LEGEND:

- SIDEWALK
- NON-MOTORIZED TRAIL
- SINGLE TRACK TRAIL
- PARKING LOT
- TRANSIT STOP
- BICYCLE PARKING
- MAIN STREET  
2-Way Vehicle Circulation  
On-Street Public Parking Both Sides  
Sidewalks On Both Sides  
Street Trees & Lighting  
Furniture Zone & Outdoor Cafes
- SECONDARY STREET  
2-Way Vehicle Circulation  
Reserved & Public On-Street Parking  
Sidewalks On Both Sides
- TERTIARY STREET  
2-Way Vehicle Circulation  
Reserved On-Street Parking  
Sidewalks On At Least On Side
- TERTIARY ONE-WAY STREET  
2-Way Vehicle Circulation  
Reserved On-Street Parking  
Sidewalks On At Least On Side
- ALLEY



M-72 EAST

ACME CREEK

SECTION A

SECTION C

SECTION B

SECTION D



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**CIVIL ENGINEER  
CONSULTANT**

REGISTRATION SEAL

ISSUE DATE      DESCRIPTION  
11-28-17      PUD APPLICATION

PROJECT

**PLANNED UNIT DEVELOPMENT**

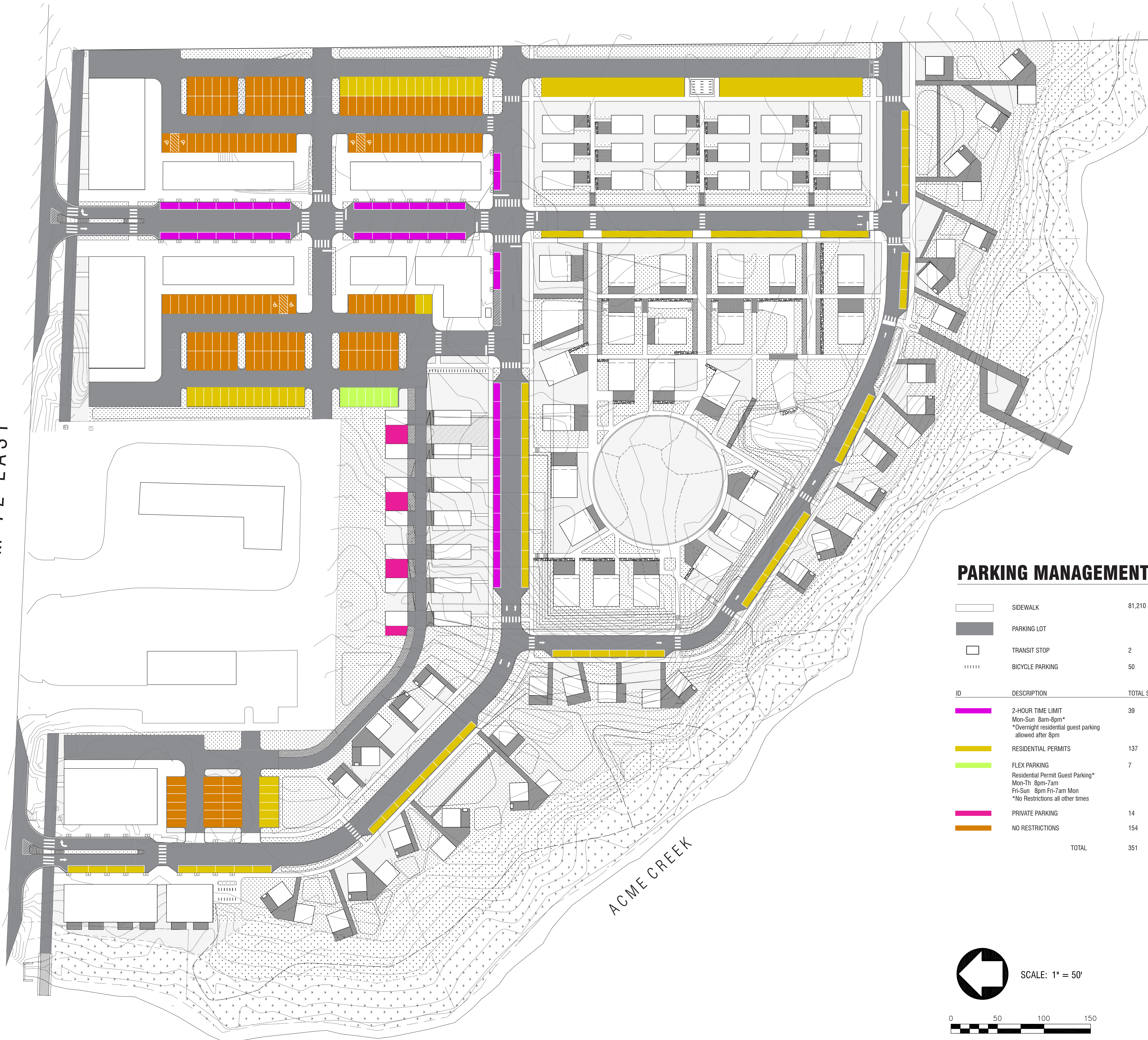
CLIENT  
KELLY RESTAURANTS  
4230 M-72 EAST HWY.  
WILLIAMSBURG, MI 49690

PRINCIPAL:	NGE
PROJECT MGR:	
DESIGNED BY:	NGE
DRAWN BY:	
CHECKED BY:	
COMMISSION / JOB NO.:	2017101.01

DRAWING TITLE  
**PARKING MANAGEMENT PLAN**

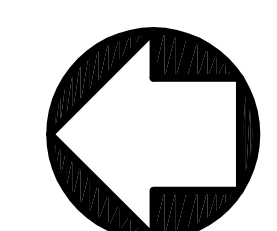
**S.17**

M-72 EAST



**PARKING MANAGEMENT LEGEND:**

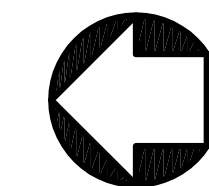
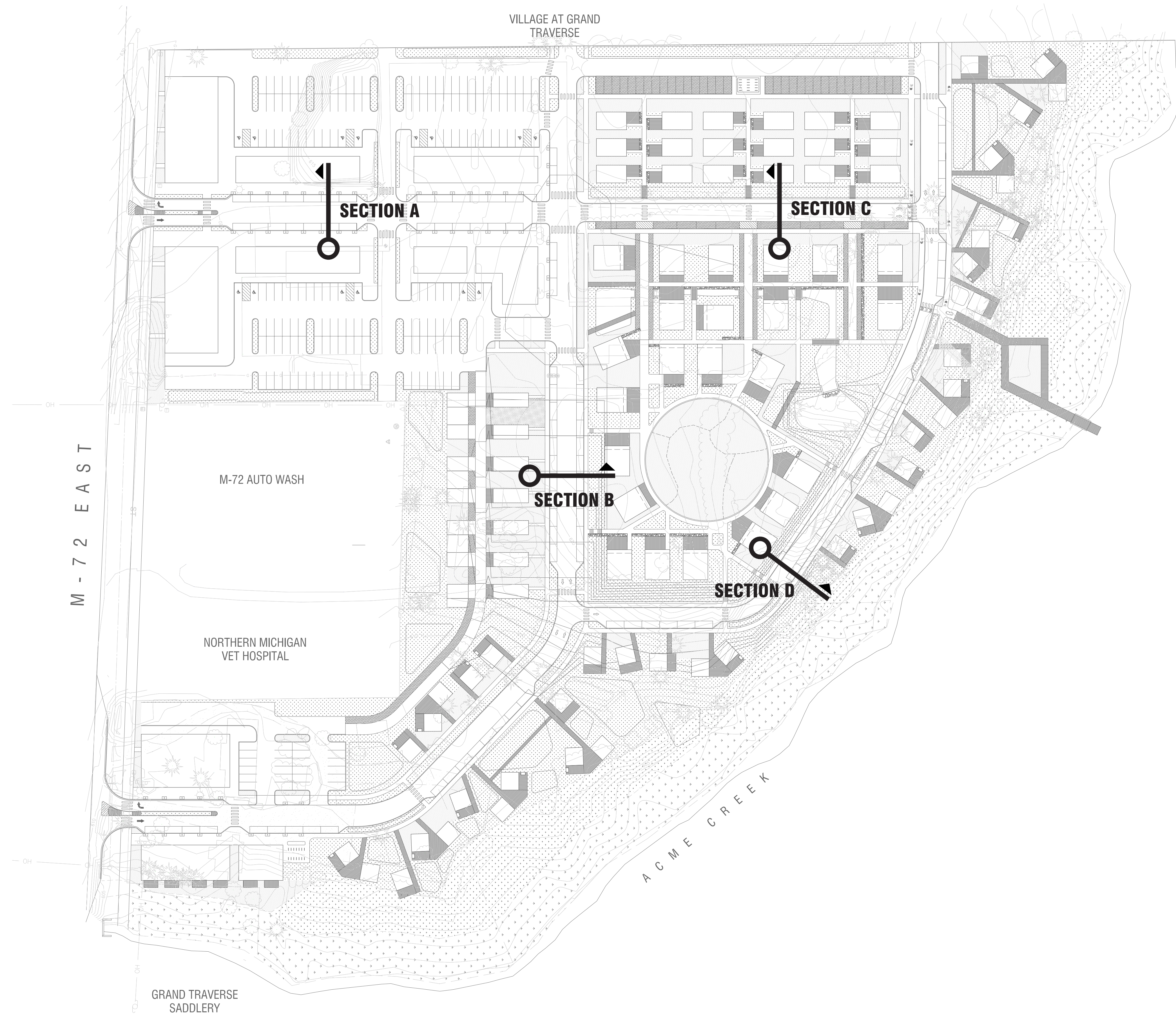
	SIDEWALK	81,210 Square Feet
	PARKING LOT	
	TRANSIT STOP	2
	BICYCLE PARKING	50
<hr/>	<hr/>	<hr/>
<b>ID</b>	<b>DESCRIPTION</b>	<b>TOTAL SPACES</b>
	2-HOUR TIME LIMIT Mon-Sun 8am-8pm* *Overnight residential guest parking allowed after 8pm	39
	RESIDENTIAL PERMITS	137
	FLEX PARKING Residential Permit Guest Parking* Mon-Th 8pm-7am Fri-Sun 8pm Fri-7am Mon *No Restrictions all other times	7
	PRIVATE PARKING	14
	NO RESTRICTIONS	154
	<b>TOTAL</b>	<b>351</b>



SCALE: 1" = 50'







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DRAWING TITLE  
 CROSS SECTION STUDY  
**SECTION ID MAP**

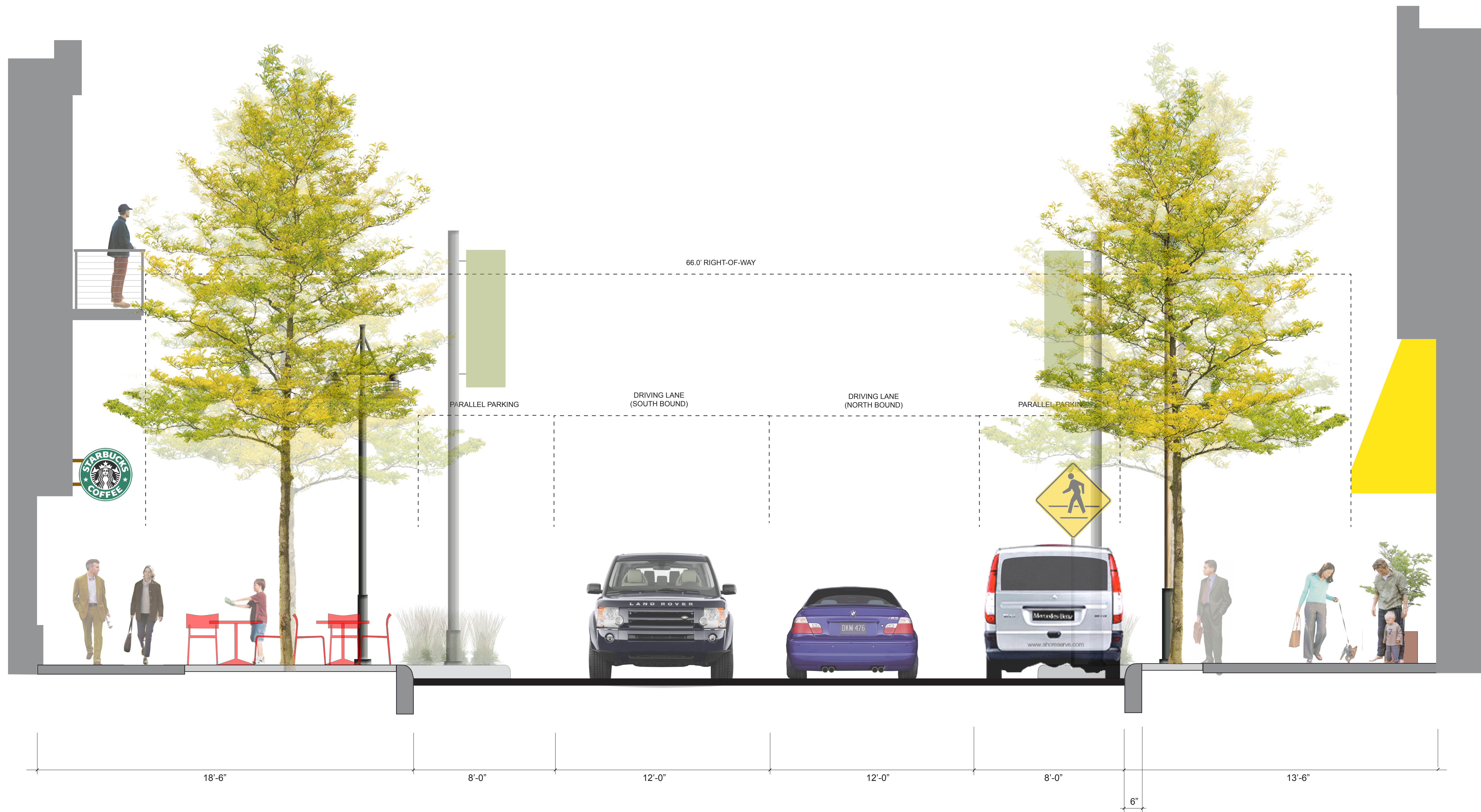
PROJECT  
**PLANNED UNIT DEVELOPMENT**  
 CLIENT  
 KELLY RESTAURANTS  
 4230 M-72 EAST HWY.  
 WILLIAMSBURG, MI 49690

PRINCIPAL	NGE
PROJECT MANAGER	
DESIGNED BY	NGE
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COMMISSION / JOB NO.	2017101.01

ISSUE DATE	DESCRIPTION
11-28-17	PUD APPLICATION

**S.18**





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DRAWING TITLE  
 MIXED-USE NEIGHBORHOOD - CROSS SECTION STUDY  
**SECTION A**  
**MAIN STREET**

PROJECT  
**PLANNED UNIT DEVELOPMENT**  
 CLIENT  
 KELLY RESTAURANTS  
 4230 M-72 EAST HWY.  
 WILLIAMSBURG, MI 49690

PRINCIPAL	NGE
PROJECT MANAGER	
DESIGNED BY	NGE
DRAWN BY	
CHECKED BY	
COMMISSION / JOB NO.	2017101.01

ISSUE DATE	DESCRIPTION
11-28-17	PUD APPLICATION

S.19





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DRAWING TITLE  
RESIDENTIAL NEIGHBORHOOD - CROSS SECTION STUDY  
**SECTION B**  
**SECONDARY OR COLLECTOR STREET**

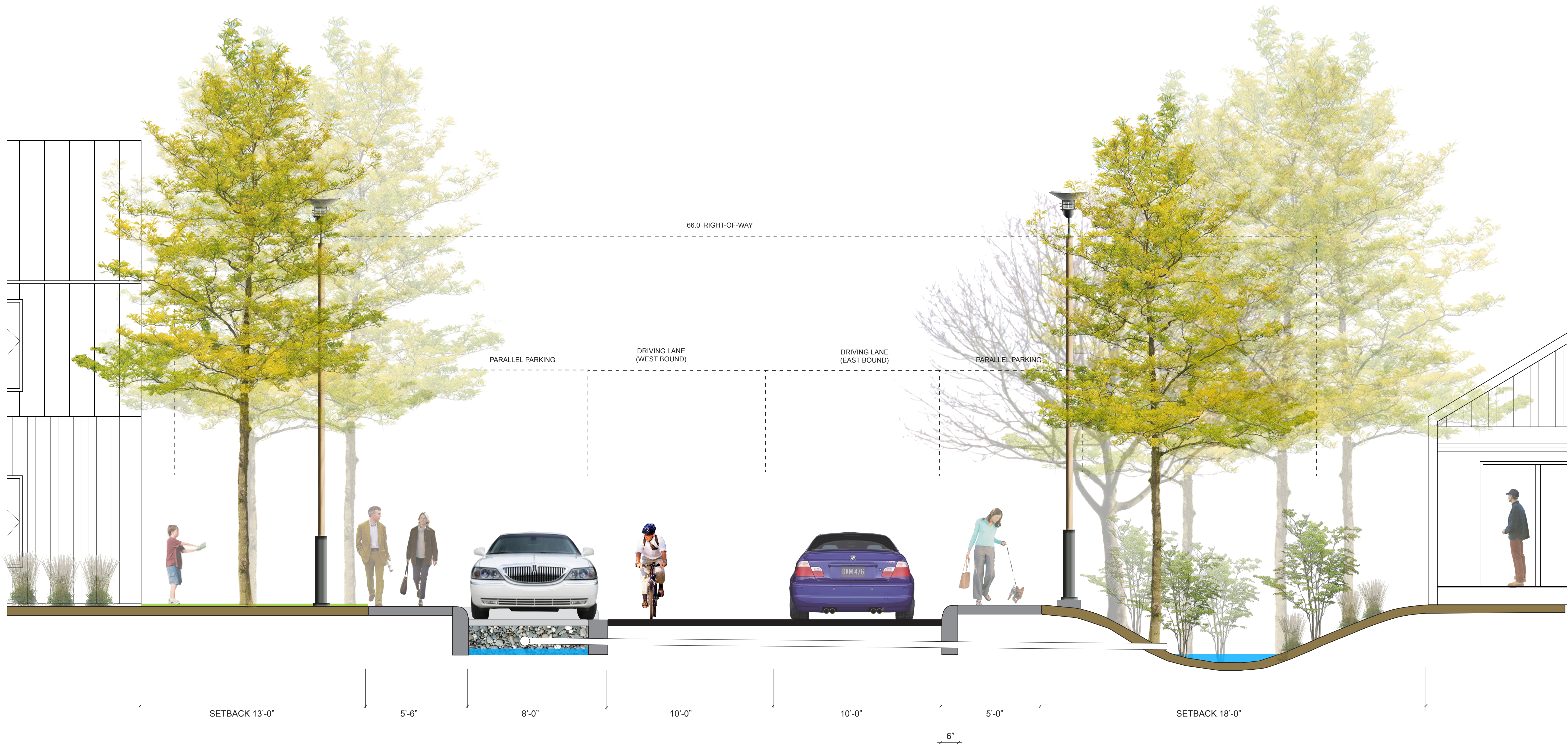
PROJECT  
**PLANNED UNIT  
DEVELOPMENT**  
CLIENT  
KELLY RESTAURANTS  
4230 M-72 EAST HWY.  
WILLIAMSBURG, MI 49690

PRINCIPAL	NGE
PROJECT MANAGER	
DESIGNED BY	NGE
DRAWN BY	
CHECKED BY	
COMMISSION / JOB NO.	2017101.01

ISSUE DATE	DESCRIPTION
11-28-17	PUD APPLICATION

**S.20**





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DRAWING TITLE  
 RESIDENTIAL NEIGHBORHOOD - CROSS SECTION STUDY  
**SECTION C**  
**TERTIARY OR LOCAL STREET**

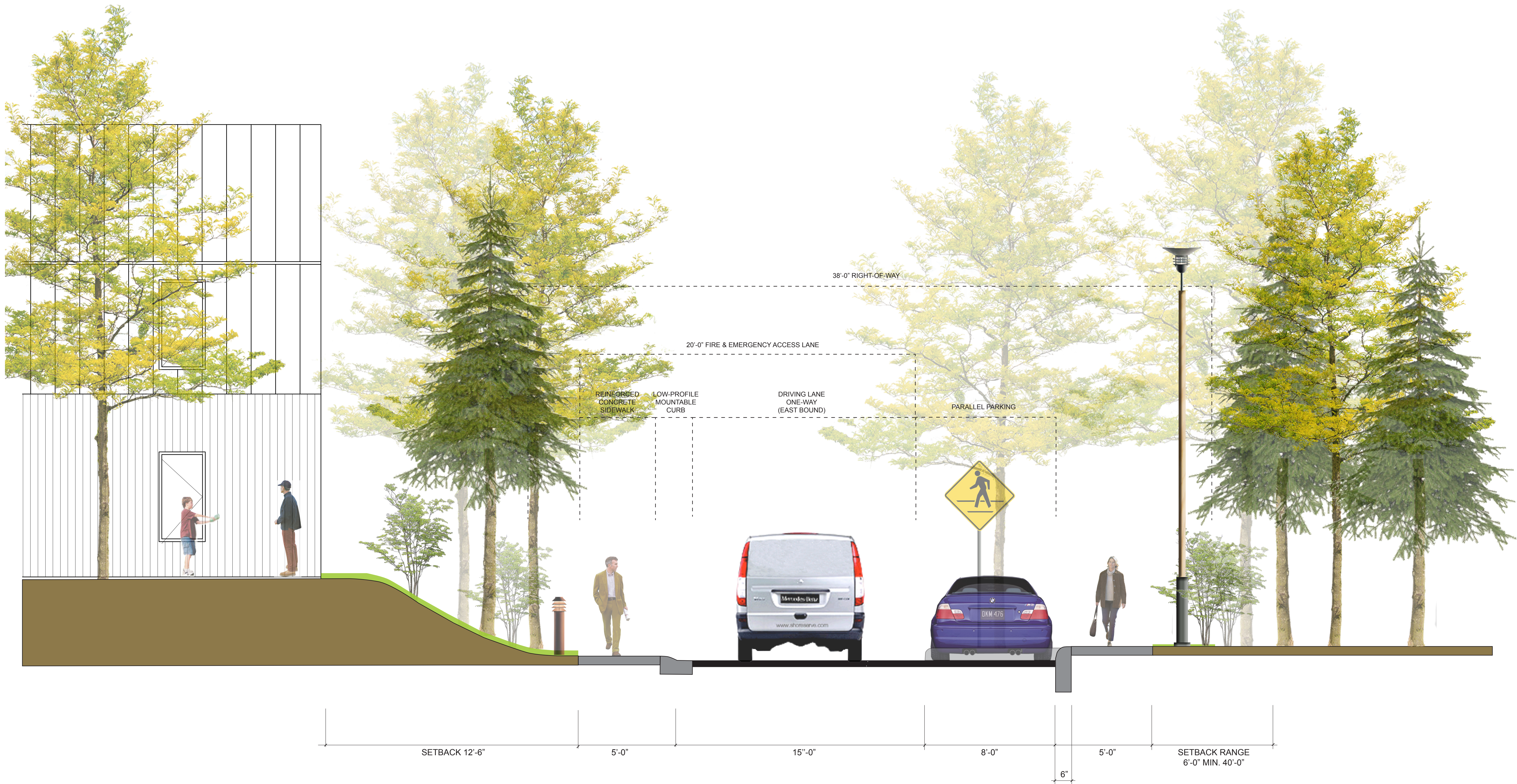
PROJECT  
**PLANNED UNIT DEVELOPMENT**  
 CLIENT  
 KELLY RESTAURANTS  
 4230 M-72 EAST HWY.  
 WILLIAMSBURG, MI 49690

PRINCIPAL	NGE
PROJECT MANAGER	
DESIGNED BY	NGE
DRAWN BY	
CHECKED BY	
COMMISSION / JOB NO.	2017101.01

ISSUE DATE	DESCRIPTION
11-28-17	PUD APPLICATION

S.21





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DRAWING TITLE  
 RESIDENTIAL NEIGHBORHOOD - CROSS SECTION STUDY  
**SECTION D**  
**TERTIARY OR LOCAL ONE-WAY STREET**

PROJECT  
**PLANNED UNIT DEVELOPMENT**  
 CLIENT  
 KELLY RESTAURANTS  
 4230 M-72 EAST HWY.  
 WILLIAMSBURG, MI 49690

PRINCIPAL	NGE
PROJECT MANAGER	
DESIGNED BY	NGE
DRAWN BY	
CHECKED BY	
COMMISSION / JOB NO.	2017101.01

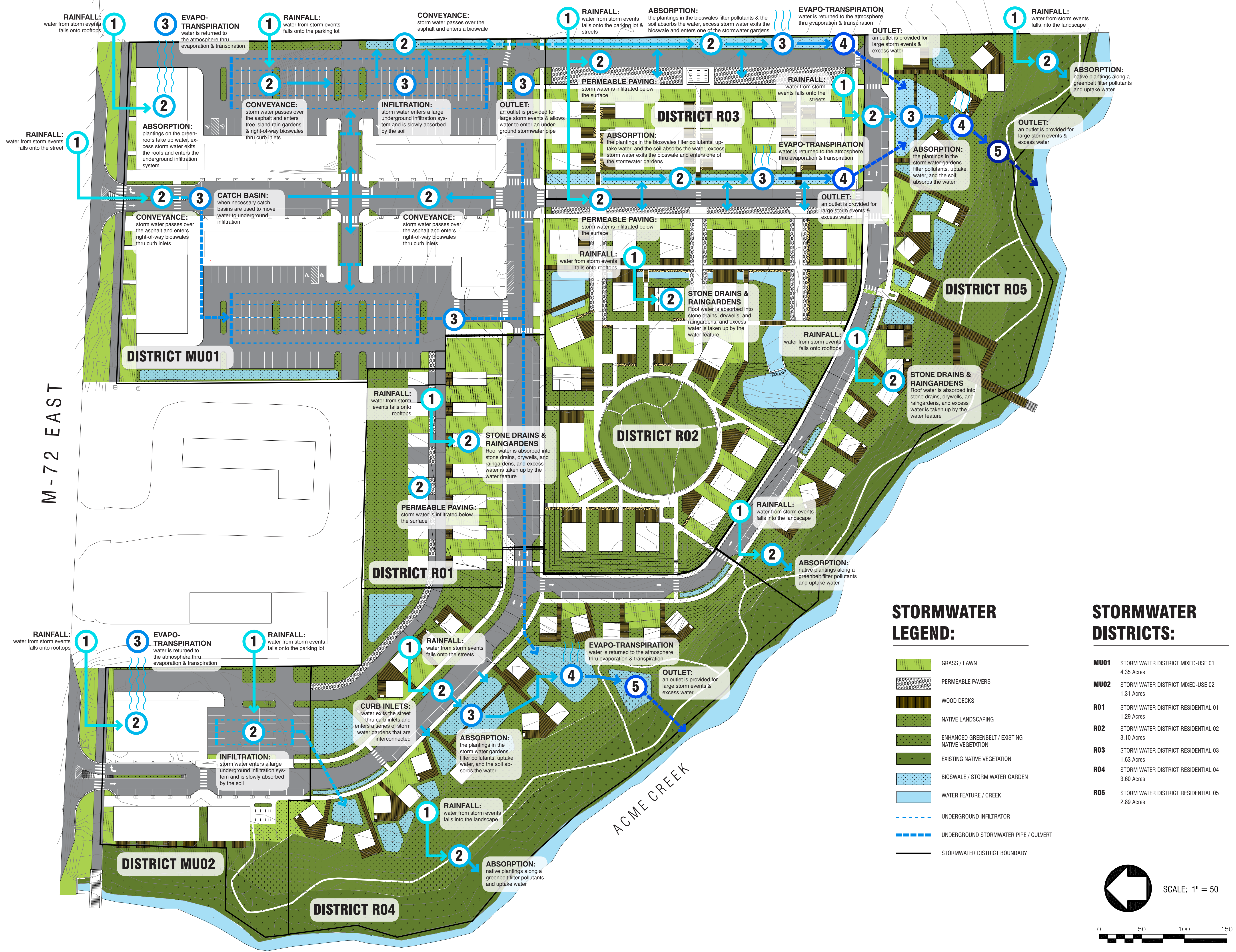
ISSUE DATE	DESCRIPTION
11-28-17	PUD APPLICATION



**PLANNED UNIT DEVELOPMENT**

CLIENT  
KELLY RESTAURANTS  
4230 M-72 EAST HWY.  
WILLIAMSBURG, MI 49690

PRINCIPAL: \_\_\_\_\_ INE  
PROJECT MGR: \_\_\_\_\_  
DESIGNED BY: \_\_\_\_\_ INE  
DRAWN BY: \_\_\_\_\_  
CHECKED BY: \_\_\_\_\_  
COMMISSION / JOB NO.: \_\_\_\_\_ 2017101.01

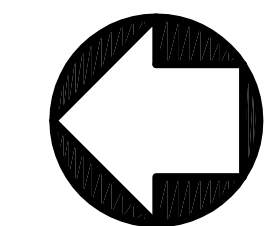


**STORMWATER LEGEND:**

- GRASS / LAWN
- PERMEABLE PAVERS
- WOOD DECKS
- NATIVE LANDSCAPING
- ENHANCED GREENBELT / EXISTING NATIVE VEGETATION
- EXISTING NATIVE VEGETATION
- BIOSWALE / STORM WATER GARDEN
- WATER FEATURE / CREEK
- UNDERGROUND INFILTRATOR
- UNDERGROUND STORMWATER PIPE / CULVERT
- STORMWATER DISTRICT BOUNDARY

**STORMWATER DISTRICTS:**

- MU01** STORM WATER DISTRICT MIXED-USE 01  
4.35 Acres
- MU02** STORM WATER DISTRICT MIXED-USE 02  
1.31 Acres
- R01** STORM WATER DISTRICT RESIDENTIAL 01  
1.29 Acres
- R02** STORM WATER DISTRICT RESIDENTIAL 02  
3.10 Acres
- R03** STORM WATER DISTRICT RESIDENTIAL 03  
1.63 Acres
- R04** STORM WATER DISTRICT RESIDENTIAL 04  
3.60 Acres
- R05** STORM WATER DISTRICT RESIDENTIAL 05  
2.89 Acres



SCALE: 1" = 50'





ISSUE DATE	DESCRIPTION
11-28-17	PUD APPLICATION

PROJECT

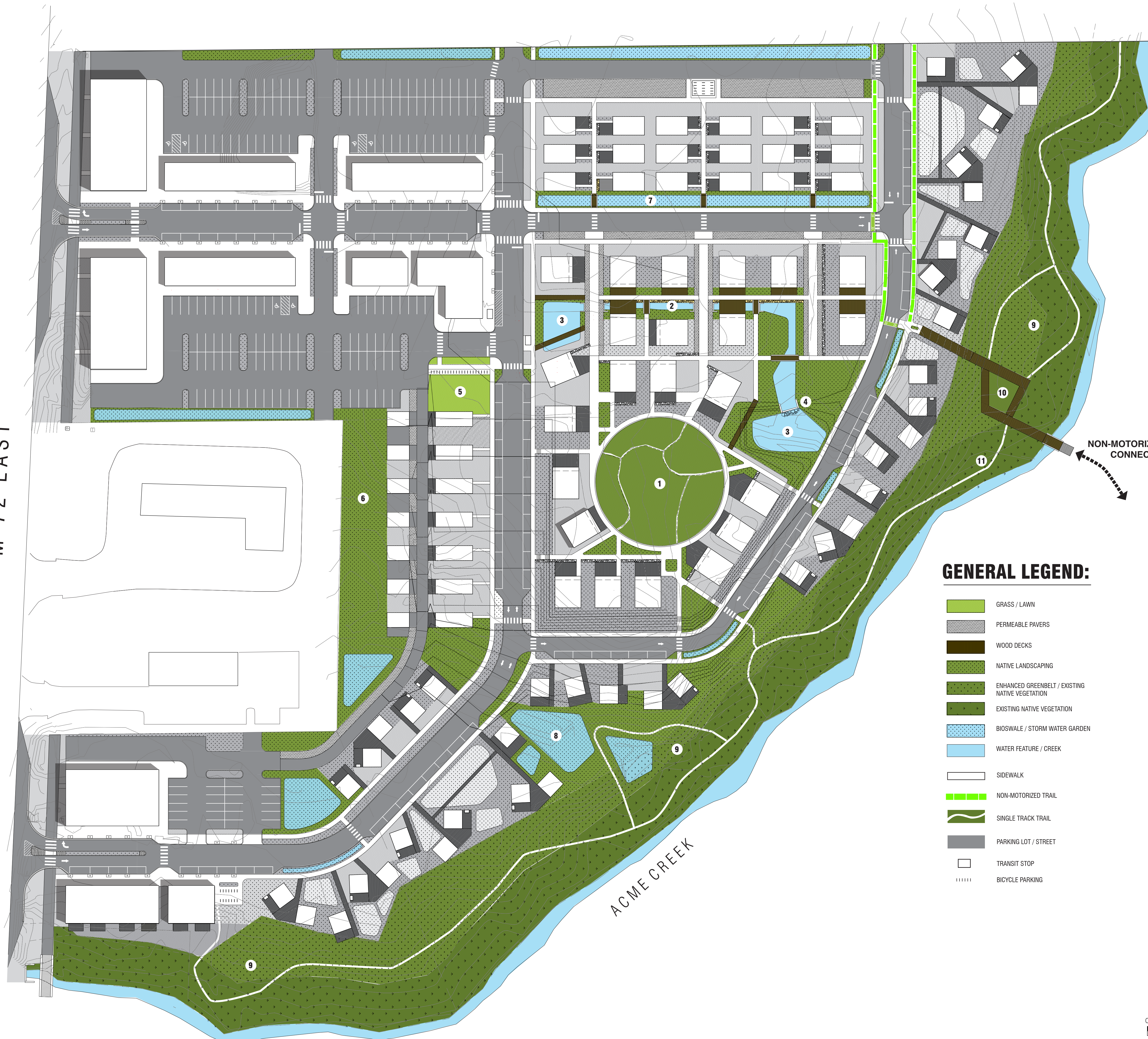
**PLANNED UNIT  
DEVELOPMENT**

CLIENT  
**KELLY RESTAURANTS**  
4230 M-72 EAST HWY.  
WILLIAMSBURG, MI 49690

PRINCIPAL:	_____ NGE
PROJECT MGR:	_____ NGE
DESIGNED BY:	_____ NGE
DRAWN BY:	_____ NGE
CHECKED BY:	_____ NGE
COMMISSION / JOB NO.:	2017101.01

DRAWING TITLE  
**PARK & OPEN SPACE PLAN**

M-72 EAST

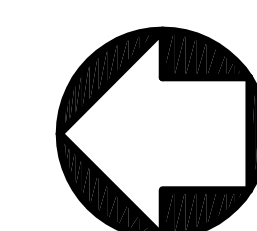


**GENERAL LEGEND:**

- GRASS / LAWN
- PERMEABLE PAVERS
- WOOD DECKS
- NATIVE LANDSCAPING
- ENHANCED GREENBELT / EXISTING NATIVE VEGETATION
- EXISTING NATIVE VEGETATION
- BIOSWALE / STORM WATER GARDEN
- WATER FEATURE / CREEK
- SIDEWALK
- NON-MOTORIZED TRAIL
- SINGLE TRACK TRAIL
- PARKING LOT / STREET
- TRANSIT STOP
- BICYCLE PARKING

**PARK & OPEN SPACE LEGEND:**

- 1** WOODED PARK
- 2** MAN-MADE CREEK
- 3** MAN-MADE PONDS
- 4** WATERFALL
- 5** TENT LAWN
- 6** WOODED BUFFER
- 7** BIOSWALE
- 8** STORM WATER GARDEN
- 9** WOODED
- 10** BOARDWALK
- 11** SINGLE-TRACK TRAIL



SCALE: 1" = 50'



**S.24**











ISSUE DATE	DESCRIPTION
11-28-17	PUD APPLICATION

PROJECT  
**PLANNED UNIT DEVELOPMENT**

CLIENT  
KELLY RESTAURANTS  
4230 M-72 EAST HWY.  
WILLIAMSBURG, MI 49690

PRINCIPAL: \_\_\_\_\_ NGE  
PROJECT MGR: \_\_\_\_\_  
DESIGNED BY: \_\_\_\_\_ NGE  
DRAWN BY: \_\_\_\_\_  
CHECKED BY: \_\_\_\_\_  
COMMISSION / JOB NO.: \_\_\_\_\_ 2017101.01

DRAWING TITLE  
PHASING PLAN



**GENERAL LEGEND:**

- EXISTING BUILDINGS
- GRASS / LAWN
- PERMEABLE PAVERS
- WOOD DECKS
- NATIVE LANDSCAPING
- ENHANCED GREENBELT / EXISTING NATIVE VEGETATION
- EXISTING NATIVE VEGETATION
- BIOSWALE / STORM WATER GARDEN
- WATER FEATURE / CREEK
- SIDEWALK
- STONE WALL
- SINGLE TRACK TRAIL
- PARKING LOT / STREET
- TRANSIT STOP
- BICYCLE PARKING

**PHASING SEQUENCE**

**PHASE 1**

1. COMPLETE SITE PREPARATION & DEMOLITION FOR ENTIRE DEVELOPMENT.
2. EXISTING BUILDINGS 1,2,3 AND 4 REMAIN.
3. COMPLETE EARTHWORK & ROUGH GRADING FOR ENTIRE DEVELOPMENT.
4. COMPLETE CONSTRUCTION OF STORMWATER GARDENS AND OTHER CONTROLS.
5. COMPLETE ALL UNDERGROUNDING FOR MAIN UTILITY RUNS INCLUDING WATER MAIN, SEWER, GAS, ELECTRIC, AND COMMUNICATIONS.
6. COMPLETE CONSTRUCTION OF STREETS AND LIMITED SIDEWALK.
7. BEGIN CONSTRUCTION OF SINGLE FAMILY DWELLING TYPE C1-C2
8. COMPLETE RESTORATION AND LIMITED LANDSCAPING.

**PHASE 2**

1. COMPLETE DEMOLITION OF BUILDINGS 1 AND 2. EXISTING BUILDINGS 3 AND 4 REMAIN.
2. COMPLETE EARTHWORK & ROUGH GRADING FOR ENTIRE DEVELOPMENT.
3. COMPLETE CONSTRUCTION OF STORMWATER GARDENS AND OTHER CONTROLS.
4. COMPLETE CONSTRUCTION OF LIMITED SIDEWALK.
5. BEGIN CONSTRUCTION OF SINGLE FAMILY DWELLING TYPE A
6. COMPLETE RESTORATION AND LIMITED LANDSCAPING.

**PHASE 3**

1. COMPLETE CONSTRUCTION OF PARKING LOTS
2. COMPLETE CONSTRUCTION OF LIMITED SIDEWALK.
3. BEGIN CONSTRUCTION OF MIXED-USE NEIGHBORHOOD I
4. BEGIN CONSTRUCTION OF SINGLE FAMILY DWELLING TYPE B
5. BEGIN CONSTRUCTION OF SINGLE FAMILY DWELLING TYPE D
6. COMPLETE RESTORATION AND LIMITED LANDSCAPING.

**PHASE 4**

1. COMPLETE CONSTRUCTION OF PARKING LOTS
2. COMPLETE CONSTRUCTION OF LIMITED SIDEWALK.
3. BEGIN CONSTRUCTION OF MIXED-USE NEIGHBORHOOD II.
4. COMPLETE RESTORATION AND LIMITED LANDSCAPING.





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**CIVIL ENGINEER**  
CONSULTANT

REGISTRATION SEAL

ISSUE DATE	DESCRIPTION
1-22-18	ADD. REQUESTED INFO.

PROJECT

**PLANNED UNIT  
DEVELOPMENT**

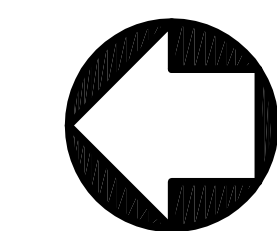
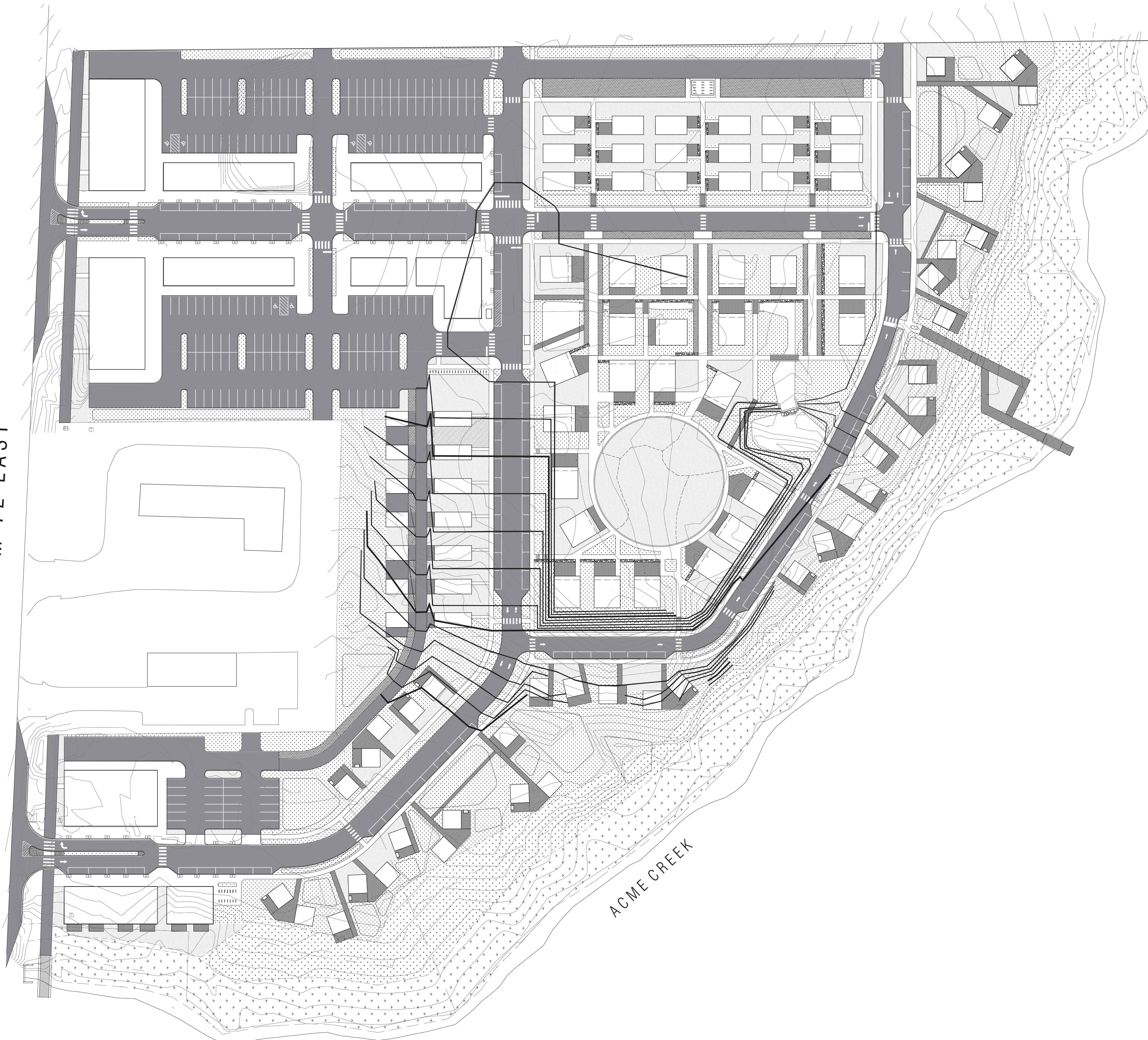
CLIENT  
**KELLY RESTAURANTS**  
4230 M-72 EAST HWY.  
WILLIAMSBURG, MI 49690

PRINCIPAL: \_\_\_\_\_ INGE  
PROJECT MGR: \_\_\_\_\_  
DESIGNED BY: \_\_\_\_\_ INGE  
DRAWN BY: \_\_\_\_\_  
CHECKED BY: \_\_\_\_\_  
COMMISSION / JOB NO.: \_\_\_\_\_ 2017101.01

DRAWING TITLE  
**CONCEPT GRADING PLAN**

**S.28**

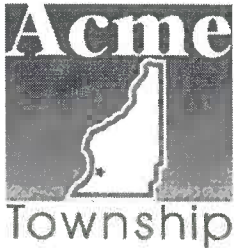
M-72 EAST



SCALE: 1" = 50'







### PLANNED DEVELOPMENT 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](http://www.acmetownship.org)

Planning & Zoning Administrator: Shawn Winter Email: [swinter@acmetownship.org](mailto:swinter@acmetownship.org)

**OWNER INFORMATION** (please type or print clearly)

Name: KELLY RESTAURANTS LLC Phone: 231-938-3663

Mailing Address: 4230 M-72 EAST HIGHWAY

City: WILLIAMSBURG State: MI Zip: 49690

Email Address: info@cateringbykellys.com

**APPLICANT INFORMATION** (please type or print clearly)

Name: INFLUENCE DESIGN FORUM LLC Phone: 231-944-4114

Mailing Address: 120 E. FRONT ST. 2ND FLR. LOFT PO BOX 1507

City: TRAVERSE CITY State: MI Zip: 49684

Email Address: nate@influencedesignforum.com

**PROJECT INFORMATION** (please type or print clearly)

Name of Project: PUD Application

Address: 4230 M-72 EAST HIGHWAY

Parcel Number(s): SEE PLANS Current Zoning: SEE PLANS

Existing Site Plan Reviews, Special Use Permits, or Variances: NO

Proposed Use/Change to Property: SEE PLANS

Estimated Start and Completion Dates of Each Phase: SEE PLANS

Planning Commission Criteria of Qualifications Approval Date: \_\_\_\_\_



**APPLICATION SUBMISSION**

**Format Requirements**

All applications, reports and drawings shall meet the following requirements upon submission:

	One paper copy and one digital copy of complete application materials
	Drawings provided in AutoCad™, Microstation, or similar site civil/architectural drawing format requested by the Planning Commission
	Drawings scaled to not less than one 1 inch equals 100 feet (unless otherwise allowed by Township)
	All other graphics and exhibits, text or tabular information submitted in Adobe Acrobat™ "pdf" Format

**Plan Element Requirements**

A proposed PD application shall contain the following elements:

Met	Planned Development Plan Elements
	1. Boundary survey of exact acreage prepared by a registered land surveyor or civil engineer
	2. Topographic map of entire project area at a maximum two-foot contour interval. Includes major stands of trees, bodies of water, wetlands, unbuildable areas
	3. A proposed development showing the following, but not limited to:
	a. Land use area zoning districts
	b. Vehicular circulation, major drives, vehicular access, cross sections of public and private streets
	c. Transition treatment, including minimum building setbacks to adjacent land and between land use areas within planned development
	d. General location of nonresidential buildings and parking areas, estimated floor areas, building coverage and number of stories/heights
	e. General location of residential unit types, densities, and lot sizes by area
	f. General location of LID storm water management technologies
	g. Location of all wetlands, water and watercourses, proposed water detention areas and depth to ground water
	h. Boundaries of open space areas that are to preserved or reserved and an indication of property ownership
	i. Schematic landscape treatment plan for open space, streets, and border/transition areas adjoining properties
	j. Preliminary grading plan, showing extent of grading and delineating any areas which are not to be graded or disturbed
	k. Public or private water distribution, storm, and sanitary sewer plan
	l. Elevations of proposed buildings using durable and traditional materials
	m. Written narrative explaining in detail the full intent of the project, showing dwelling unit types or uses contemplated, resultant population, floor area, parking and supporting documentation, intended schedule of development
	4. Market study, traffic impact study, and/or environmental impact assessment (if requested by the Planning Commission or Township Board)
	5. Pattern book or design guidelines manual (if requested by the Planning Commission or Township Board)



**Agency Requirements**

Documentation from the following regulatory agencies is required to determine if the proposed PD project appears likely to meet their permit requirements to promote public health, safety, and welfare.

	Grand Traverse County Health Department (well and septic)
	Grand Traverse County Department of Public Works (sewer)
	Grand Traverse Band of Ottawa & Chippewa Indians (water)
	Grand Traverse County Soil Erosion and Sediment Control Department (soil erosion)
	Grand Traverse Metro Fire Department (emergency services)
	Grand Traverse County Sheriff's Department (public safety)
	Grand Traverse County Road Commission (new roads, county road driveways)
	Michigan Department of Transportation (driveways, projects along US-31 and M-72)
	Michigan Department of Environmental Quality (wetlands)

**PLANNING COMMISSION REVIEW**

Once the application is determined to be complete, the Planning Commission will review the proposed PD project's qualifications for a PD option and adherence to the following objectives and requirements:

1. The proposed PD adheres to the conditions for qualification of the PD option and promotes the land use goals and objectives of the Township.
2. All applicable provisions of the PD Article shall be met. If any provision of the Article shall be in conflict with the provisions of any other section of the Article, the provisions of Section 19.7 Acme Township Zoning Ordinance shall apply to the lands embraced within the PD area.
3. There will be at the time of development, an acceptable means of disposing of sanitary sewage and of supplying the development with water and the road network, storm water drainage system, and other public infrastructure and services are satisfactory.

Following the preliminary review, the Planning Commission will set a public hearing on the proposed PD plan and will give notice as specified in Section 9.1.2(c) Acme Township Zoning Ordinance.

After completion of the review and public hearing, the Planning Commission will report its findings and recommendation to the Township Board for final approval.

**TOWNSHIP BOARD APPROVAL**

Upon recommendation from the Planning Commission, the Township Board will review all findings and make a final determination as to approve the PD project or not. If approved, then the PD project may proceed forward in accordance with the requirements of Section 19.7.4 and 19.8 of the Acme Township Zoning Ordinance.

**FEES AND ESCROW POLICY ACKNOWLEDGEMENT**

At the time of application, the applicant will submit the PD application fee according to the Acme Township Schedule of Fees. Additionally, the applicant must sign an Escrow Policy Acknowledgement and submit an initial escrow deposit as determined by the Township.



**AFFIDAVIT**

The undersigned affirms that he/she is the OWNER (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 Planned Development and Zoning Ordinance compliance.

Signed: Dan Kelly Date: 11/28/17  
Print Name: DAN KELLY

**NOTES - FOR TOWNSHIP USE ONLY**

Date Received: 11/28/17 Fee Tendered: \$1,000.<sup>00</sup>  
Escrow Amount: \$2,500.<sup>00</sup> Project No. (T&A): 080 (for billing)  
Date of Preliminary Planning Commission Review: 12/11/17  
Date of Public Hearing: \_\_\_\_\_  
Date of Public Hearing Notice: \_\_\_\_\_  
Date of Planning Commission Recommendation: \_\_\_\_\_  
Recommended to Township Board for Approval: **YES** **NO**





# Planned Unit Development Site Plan & Application

Kelly Restaurant's LLC 4240 E M-72

influence  
design  
forum  
LLC.

**iDF**



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## Studio Profile

### BACKGROUND

Based in Traverse City Michigan and available worldwide – Influence Design Forum (IDF) is a collaboration of professionals exploring the seams that make up the ecological and social context of landscape, art, pop culture, and the built environment.

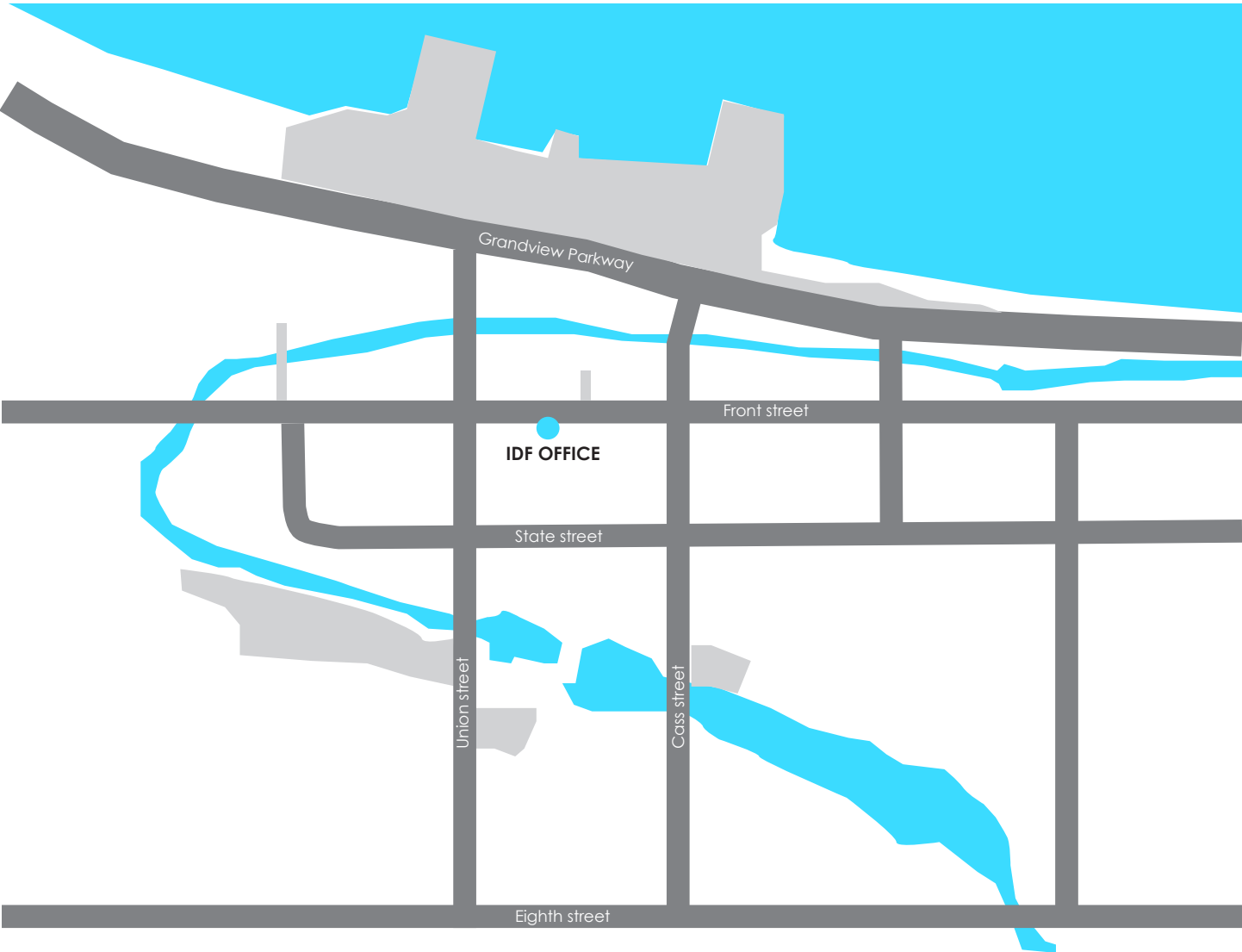
We work at many different spatial scales - We design public spaces, prepare cities for the future, celebrate rural landscapes, inject art into the landscape, design dwellings and insert creativity to retail and storefronts, explore intimate spaces, and imagine new possibilities by testing design ideas.

Our unconventional project teams bring our clients together with a diverse group of designers, planners, artists, scientists, engineers, and policy makers to problem solve, innovate, and research new ideas for the future. Part think-tank, part creative agency, we like to think of ourselves as visionaries who think systematically how design works - From the importance of building a strong identity to support a brand to understanding social behaviors of public spaces to the workplace and back home again, transportation, rural landscapes, and entire neighborhoods.

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# Contact



Nathan G. Elkins, ASLA  
Influence Design Forum LLC  
120 E. Front St., 2nd Flr. Loft  
P.O. Box 1507  
Traverse City, MI 49685

[nate@influencedesignforum.com](mailto:nate@influencedesignforum.com)  
(231) 944.4114





studio

120 East Front St.  
2nd Floor Loft  
PO Box 1507  
Traverse City MI 49685  
(231) 944.4114

**influence  
design  
forum**  
LLC

November 28, 2017

Acme Township  
Shawn Winter, Planning & Zoning Administrator  
6042 Acme Rd.  
Williamsburg, MI 49690


**RE: Planned Unit Development Site Plan & Application for Kelly Restaurant's LLC, 4240 M-72 East Highway, Williamsburg, MI 49690**

Dear Shawn,

Influence Design Forum (IDF) is pleased to submit a full PUD application on behalf of Dan Kelly and Kelly Restaurant's. Please find attached the application form, site plan, plan elements, studies, and permitting agency reviews.

We are excited and look forward to collaborating with the Township.

Sincerely,  
INFLUENCE DESIGN FORUM

A handwritten signature in black ink, appearing to read 'N. Elkins', is written over a horizontal line that ends in an arrowhead pointing to the right.

Nathan G. Elkins, ASLA  
Studio Director

cc. Dan Kelly  
John Iacoangeli, Planning Commission Chair





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# GT County Public Works

Permitting Agency Review

1. RESPONSE FROM COUNTY DPW
2. SEWER & WATER STUDY





**GRAND TRAVERSE COUNTY  
DEPARTMENT OF PUBLIC WORKS**

PUBLIC SERVICE BUILDING  
2650 LAFRANIER ROAD  
TRAVERSE CITY, MI 49686-8972  
(231) 995-6039 • FAX (231) 929-7226

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November 30, 2017

Nate Elkins, IDF  
120 East Front Street  
Traverse City, Michigan 49686

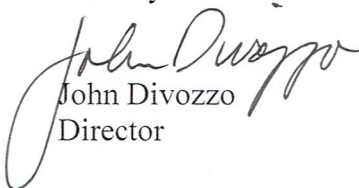
Re: 4230 M-72 Development

Dear Nate:

The DPW has performed a preliminary review of the proposed utility needs for the PUD and mixed-use development plan in Acme Township. Based upon information provided, the DPW is confident that capacity exists in the sewer system to support this development.

Please contact our office if you have any questions, comments, or concerns.

Thank you.

  
John Divozzo  
Director





February 20, 2017

**RE: Sewer and Water Demand Estimate, Proposed PUD, Acme Township, Michigan**

The purpose of this preliminary study is to determine initial water and sewer demand estimates for a new mixed use PUD proposed in Acme Township. The development proposes various commercial, office and residential uses.

The demand basis for this initial water and sewer study is based on the PUD concept prepared by IDF Studios along with a chart indicating the anticipated uses and density of the overall development. These documents include PUD Concept Alternative 2, Dated January 1, 2017 and the development analysis spreadsheet dated January 27, 2017.

The flow estimates are based on utilizing Table 1 of the Acme Township Schedule of Residential Equivalents, dated March, 2016. This approach defines one residential equivalent unit (REU) as approximately 200 gallons per day. This is slightly lower than the typical 300 gallons per day that has historically been the standard, however, this appears to fit this development plan very well due to the large number of smaller single family units and the fact that most fixtures utilized in today's construction generate much lower flows than the historical fixtures that were utilized.

The flow estimates are based on the provided data included in The development analysis spreadsheet prepared by IDF studios. The spreadsheet breaks the anticipated uses down into three categories. These include Commercial, Residential and Office spaces. At this point there are no defined uses in the commercial and office space components of this development so as the project is built out the uses may alter and changes the sewer and water demands based on the specific uses that are proposed for each building.

Based on the size and location of the project, we have removed 6,000 square feet from the overall building area anticipated for the commercial and office uses to include three restaurants. As noted, above, the residential units proposed in this development are 1 and two bedroom units. Utilizing the value of 200 GPD for each of these residential units will help provide for some buffer if more intense uses are proposed in the commercial and office space component of this development. Utilizing, the REU values outlined in the Acme Township Table 1, Schedule of Residential Equivalents we have come up with the following water and sewer estimates for this conceptual mixed use PUD. The table below outlines the estimated daily sewer and water demand for this development based on the three anticipated uses in this project.



### **Residential Uses**

Total Residential Units Proposed = 156, single and two bedroom units.

Estimated daily flow based on 1 REU = 200 GPD = 156 REU \* 200 GPD/REU = 31,200 GPD

### **Commercial and Office Uses**

Total anticipated area of commercial and office space = 57,400 sq.ft

Remove 6,000 sq.ft for restaurant space = 51,400 sq.ft.

Estimated daily flow based on Acme Township Table 1 = 1REU + 0.50 REU per 1,000 sq.ft.

Estimated daily flow = (1REU + 0.50\*51.4 sq.ft) = 26.7 REU\*200 GPD/REU = 5,340 GPD

### **Restaurant Uses**

Total Seats Proposed = 180, 60 each per restaurant

Estimated daily flow based on 0.125 REU per seat

Estimated Daily Flow = 180 seats\*0.125 REU/seat = 22.5 REU \* 200 GPD/REU = 4,500 GPD

Total estimated daily flows for the Conceptual PUD = 41,040 GPD





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# GTBOC Indians

Permitting Agency Review

1. TRIBAL COUNCIL ACTION & APPROVAL OF CONNECTION TO WATERMAIN





**The Grand Traverse Band of  
Ottawa and Chippewa Indians**

2605 N. West Bay Shore Drive • Peshawbestown, MI 49682-9275 • (231) 534-7750

**Certification of Tribal Council Action**  
Regular Session of September 20, 2017

**I hereby certify as the Tribal Council Secretary that the foregoing  
Motion was Approved and Adopted at the Regular Session of the  
Grand Traverse Band of Ottawa & Chippewa Indians Tribal Council**

**Williamsburg Conference Center Water Service**

Motion made by Tribal Council Member Shomin and Supported by Tribal Council Member Wilson to approve the water connection between Tribal Community Water System and Mr. Dan Kelly, located at 4230 M-72 East, to be paid in full by Mr. Dan Kelly.

6-FOR; 0-AGAINST; 0-ABSENT; 0-ABSTAINING  
**Motion Carries**

  
\_\_\_\_\_  
Jane A. Rohl, GTB Tribal Council Secretary

CC: Ron Anderson; Joe Huhn



# TRIBAL COUNCIL AGENDA REQUEST

## The Grand Traverse Band of Ottawa and Chippewa Indians

This Original agenda request must have all original materials pertaining to it attached.

Agenda Topic/Title: Williamsburg Conference Center Water Service

Requested/Presented by: Ron Anderson and Joe Huhn

If required, all signed documents will be returned to the above individual who is responsible to complete with the appropriate offices at GTB-OCI.

Regular Session       Special Session       Emergency Session

Date: 9/20/2017      Date: \_\_\_\_\_      Date: \_\_\_\_\_

### Placement on Agenda:

Unfinished Business       New Business       Closed Session

### Action Requested:

Approval by Motion       Information Only  
 Resolution Approval # \_\_\_\_\_       Other (please specify)

Was a Work Session held for this Agenda Request? (date) May 23<sup>rd</sup>, 2017      No

Do you have a past resolution:  No       Yes, (please attach)

Do you have a past motion:  No       Yes, (please attach)

Rationale/Explanation: (use second sheet as needed for clarification and attach all appropriate materials prior to submission to the Tribal Manager's Office.

Purpose: Requesting approval to allow Dan Kelly to connect to the Tribal Community Water System in Acme Twp. by extending the water main from the VGT site to his location at 4230 M-72 East. See Attached for further detail.

Outcome Requested: Motion to Approve a water connection between the Tribal Community Water System and Dan Kelly located at 4230 M-72 East to be paid in full by Mr. Dan Kelly.

Attached signed legal review form       Attached signed CFO review form       Legal/CFO review not applicable

Signatures: Program Director: [Signature]      Date: 9-11-17

Supervisor: [Signature]      Date: 9-11-17

Division Manager: [Signature]      Date: 9/11/17

Please ensure that ALL proper and correct documents are attached prior to obtaining the TM signatures.

Tribal Manager: [Signature]      Date: 9-11-2017

Signature of TM needed before this Agenda Request can be added to the TC Agenda

#### Tribal Council Directive Issued:

It is the directive of the Tribal Council that any topics that have not been included on the POSTED agenda must be brought to the attention of the Tribal Council PRIOR to the meeting. This information must be presented in written form. Please note that the agenda is posted one (1) week prior to Regular & Special sessions, and completed agenda items are due at 10:00 a.m. to the Tribal Manager Office 9 days before each session. **Please plan accordingly.**

rev 9/07 – MP 1/11 – 5/11 TMO 4/12 TMO 5/12 TMO 2/15 TMO

GTB Forms\Tribal Council\ Tribal Council Agenda Request Form



**GRAND TRAVERSE BAND LEGAL DEPARTMENT REVIEW APPROVAL FORM**

Date: 8/18/2017  
Presented By: Joe Huhn  
Department: Public Works

Resolution Number(s):  
\_\_\_\_\_

Document Title(s)/Subject Matter:  
Dan Kelly Water main extension  
4240 M-72 East Acme Michigan

The above document(s) have been reviewed by the GTB Legal Dept. and are approved for signature &/or further action.

The above document(s) have been reviewed by the GTB Legal Dept. and are NOT approved. Reason: \_\_\_\_\_

Reviewed by: John Pehsley

John Pehsley Sept. 11, 2017  
Signature Date

Please note: Approval of Documents Does NOT Guarantee Approval by Tribal Council

Rev: 12-04

Do Not Separate Form

**GRAND TRAVERSE BAND CFO GRANT REVIEW APPROVAL FORM (MATCH GRANTS)**

Date: 8/18/2017  
Presented By: Joe Huhn  
Department: Public Works

Grant Number(s):  
\_\_\_\_\_

Grant Title(s)/Subject Matter:  
Dan Kelly water main extension Acme, MI

The above document(s) have been reviewed by the CFO and are approved for signature &/or further action.

The above document(s) have been reviewed by the CFO and are NOT approved. Reason: \_\_\_\_\_

Dollar Amount Requested: 0

Reviewed by: Rebecca L. Woods

Rebecca L. Woods 9/14/17  
Signature Date

Please note: Approval of Documents Does NOT Guarantee Approval by Tribal Council

Rev: 12-04

\* will Dan Kelly be in competition with our development.



# Memorandum

**To:** Tribal Manager, Tribal Council, Ron Anderson  
**From:** Joseph R. Huhn  
**Date:** 8/18/2017  
**Re:** Water service for Williamsburg Banquet and Conference Center

In 2014 Dan Kelly of the Williamsburg Banquet and Conference Center located at 4230 M-72 East in Acme, MI. had requested water service to his property. At that time, Mr. Kelly had intended on allowing a new Oryana grocery store to locate at this location. Plans had apparently changed and Oryana did not move to this site.

On March 23rd, 2017, I received another call from Mr. Kelly regarding water service for his property in Acme. Mr. Kelly is currently proposing the construction of 120 residential units and up to 30 commercial buildings. The estimated water usage for his proposed development is 41,000 gallons per day. On March 31<sup>st</sup>, 2017, Mr. Kelly emailed me an official request to service his property with the Tribal community water system (email attached).

To service this development an extension will need to be installed from its existing location going west approximately 1,600 feet. This extension includes the 1,600 feet of 12" water main, two valves and three fire hydrants. The estimated cost to install this infrastructure is \$90,000. Mr. Kelly would be responsible for the full cost of construction, engineering and inspections.

On May 23<sup>rd</sup>, 2017 Ron Anderson and I had a working session with Tribal Council which Dan Kelly also attended. During the meeting Dan had explained his plans to Council for the development. There was some discussion about the possibility of him receiving credit for the cost of the water main extension. On May 24<sup>th</sup>, 2017 I met with Dan Kelly again and informed him that there would be no credit for connections from the extension of the water main to his property.

**An Income analysis from this project is listed below:**

Connections fees: 150 units X \$1,700/unit = \$255,000

Base Rate Income: \$18.15/month base rate x 12 months x 150 units = \$32,670/year

Usage Rate Income: \$2.00/1,000 gallons x 41,000 gallons/day x 365 days = \$29,930/year

Yearly Expenses: Electricity \$2,800 + Chlorine \$326 + Labor \$800 + Depreciation \$3,600 = \$7,526

**Total Income minus Expenses: \$62,600 - \$7,526 = \$55,074 + Connection fees of \$255,000**



*August 18, 2017*

Based on the well capacity of our existing system and the current usage, the Tribal Community Water System is capable of supplying the requested flow to this proposed development. It is my recommendation that we allow Mr. Kelly to connect to our system thru the extending of a water main to his property.

If you have any further questions or concerns regarding this issue please call or email me at the number below.

Thanks

Joe Huhn  
[joe.huhn@gtbindians.com](mailto:joe.huhn@gtbindians.com) 231-499-4235



## Huhn, Joe

---

**From:** Catering by Kelly <info@cateringbykellys.com>  
**Sent:** Friday, March 31, 2017 11:30 AM  
**To:** Huhn, Joe  
**Subject:** Water Hook Up  
**Attachments:** Water Demand Estimate.pdf; presentation\_pre-app\_pc.pdf

## Kelly Restaurants, L.L.C

4240 M 72 East  
Williamsburg, MI 49690

---

Phone (231) 938-3663  
Cell Phone (231)342-4550

March 31, 2017

Grand Traverse Band of Ottawa & Chippewa Indians  
Mr. Joe Huhn  
[Joe.huhn@gtbindians.com](mailto:Joe.huhn@gtbindians.com)

Dear Joe,

This is a formal request for your consideration of hooking up to the tribal water supply. As discussed, attached is our preliminary Planned Development Submittal which was approved by the Acme Planning Commission on March 13, 2017. Also attached is an Engineered Water Demand Estimate.

I am asking the tribe to run a water main down M-72 to the Stained Glass Company property, approximately 1600 feet.

We anticipate 120 residential and 30-40 commercial hook-ups. Using \$1700 as a hook-up fee, the calculation more than pays for the extension.

Please consider this request and let me know if the Tribal Council would like to have me formally present my development ideas.

Much Appreciated,  
Dan Kelly  
Owner, Kelly Restaurants, L.L.C





February 20, 2017

**RE: Sewer and Water Demand Estimate, Proposed PUD, Acme Township, Michigan**

The purpose of this preliminary study is to determine initial water and sewer demand estimates for a new mixed use PUD proposed in Acme Township. The development proposes various commercial, office and residential uses.

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**Restaurant Uses**

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Estimated Daily Flow = 180 seats\*0.125 REU/seat = 22.5 REU \* 200 GPD/REU = 4,500 GPD

Total estimated daily flows for the Conceptual PUD = 41,040 GPD



# Search Results for "4230 M 72 E, Williamsburg, MI 49690-9309"



page 1 of 1

- 1. 4230 M 72 E  
4230 M 72 E,  
Williamsburg, MI 49690-9309







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# GT County SESC

Permitting Agency Review

1. PRELIMINARY SITE PLAN REVIEW
2. RESPONSE FROM SESC OFFICE
3. PRELIMINARY STORMWATER RUNOFF CALCULATIONS



SEDIMENTATION CONTROL PROGRAM  
 400 BOARDMAN AVE.  
 TRAVERSE CITY, MICHIGAN 49684  
 PHONE: (231) 995-6042 FAX: (231) 922-4636

# PRELIMINARY REVIEW

Permit #:  
 Date Applied:  
 Expiration:  
 Receipt #:

## PERMIT APPLICATION

PART 91, SOIL EROSION & SEDIMENTATION CONTROL, OF ACT 451 OF 1994,  
 AS AMENDED GTC SOIL EROSION

### ALL APPLICATION ITEMS MUST BE COMPLETED

**APPLICANT:** Owner  Developer  Contractor  Engineer  Other

Name: INFLUENCE DESIGN FORUM LLC		Email: nate@influencedesignforum.com	
Address: 120 E FRONT ST 2ND FLR LOFT		Phone: 231-944-4114	
City: TRAVERSE CITY	State: MI	Zip: 49684	Address:

### SITE LOCATION INFORMATION: NOTE - TWO COMPLETE SET OF PLANS MUST BE ATTACHED

Township: ACME	Section:	Town:	Range:	Subdivision:	Lot #:
Address: 4230 M-72 EAST HIGHWAY			City: WILLIAMSBURG		
State: MI	Zip: 49690	Property Tax #:			

### PROPOSED EARTH CHANGE:

Type of Change:	Size of Earth Change:
MDEQ Permit # (If Applicable):	Permit Fee: \$
Excavation Start Date:	Date to be Completed:

**\*Make Checks Payable to GTC**

### REASON FOR PERMIT:

#### SOM PA 451, PART 91 REQUIREMENTS

#### GTC SESC REQUIREMENTS

<input checked="" type="checkbox"/> Within 500' of Lake or Stream <input checked="" type="checkbox"/> * <b>Estimated Distance to lake or Stream:</b> _____ Name of Water Body: <u>ACME CREEK</u>  <input checked="" type="checkbox"/> Acreage (Soil Disturbance of 1 Acre or More)  <b>*Must be completed</b>	<input checked="" type="checkbox"/> Commercial Site <input checked="" type="checkbox"/> Within 100' of Protected Wetlands <input type="checkbox"/> Slopes of 10% or Greater <input type="checkbox"/> Heavy Clay Soils <input checked="" type="checkbox"/> Township Required / Development Required <input type="checkbox"/> Drain Easement on Site / Within a Drainage District
---	--

### PARTIES RESPONSIBLE FOR EARTH CHANGE

**PROPERTY OWNER** of Record (Include Warranty Deed for properties purchased less than 3 months ago)

Name: KELLY RESTAURANTS LLC	Email: info@cateringbykellys.com
Mailing Address: 4230 M-72 EAST HIGHWAY	Phone: 231-938-3663
City: WILLIAMSBURG	State: MI
Zip: 49690	Cell Phone:

<b>Person</b> "On-Site" Responsible for Earth Change:	Email:
<b>Company</b> Name:	Phone:
Mailing Address:	
City:	State:
Zip:	Cell Phone:

I (we) affirm that the above information is accurate and that I (we) will conduct the above described earth change in accordance with Part 91, Soil Erosion & Sedimentation Control, of the Natural Resource and Environmental Protection Act, Act 451 of the Public Acts of 1994, and/or the 2003 Grand Traverse County Soil Erosion Ordinance, its corresponding rules, applicable local ordinances and the agreements accompanying this application, and that I (we) have been notified and understand that the aforementioned ordinances are more restrictive than Part 91 of the N.R.E.P.A..

Owner's Signature:	Print Name: DAN KELLY	Date: 11/29/17
Designated Agent's Signature:	Print Name: NATE ELKINS	Date: 11/29/17

\* **The Landowner is responsible for the maintenance of all permanent SESC measures.** \*\*Designated Agent must have a written statement from landowner authorizing him/her to secure a permit in the landowner's name.



**COMMENCEMENT OF WORK PRIOR TO RECEIVING THE APPROVED PERMIT** is a municipal or state civil infraction that may subject you to a fine of not more than \$2,500.00. Knowingly violating the Soil Erosion and Sedimentation Control Act, of 1994 PA 451, as amended or knowingly making a false statement on the permit application or a soil erosion or sedimentation control plan may subject you to a civil fine of not more than \$10,000.00 for each day of the violation. In addition, knowingly violating section 9112 or 9117, relating to a determination that the work undertaken does not conform to a permit or plan or adversely affects adjacent land or waters, may be responsible for a civil fine of not less than \$2,500.00 nor more than \$25,000.00 for each day of the violation.

## **PERMIT PROCEDURES**

In accordance with Part 91 of Act 451 of 1994, as amended, and/or the GTC Ordinance #25 of 2003 and their corresponding General Rules, the undersigned herewith makes application for a permit to undertake a proposed earth change. Permit requirements will be as follows:

1. A person proposing to undertake an earth change shall submit an application for a state prescribed permit to the appropriate enforcing agency. In land development, the application shall be submitted by the landowner or their designated agent (a person who has written authorization from the landowner to sign the application and secure a permit in the landowner's name), whoever is responsible for the earth change.
2. The application shall be accompanied by a soil erosion and sedimentation control plan and any other document with the appropriate enforcing agency may require.
3. The soil erosion and sedimentation control plan shall be reviewed and approved by a person designated by the county or local enforcing agency who is trained and experienced in soil erosion and sedimentation control techniques.
4. The appropriate enforcing agency shall approve, disapprove or require modification of an application for an earth change permit within 30 calendar days following receipt of the application. Notification of disapproval shall be made by certified mail with the reasons for disapproval and conditions required for approval.
5. A state prescribed application form shall be provided to the applicant by the county or local enforcing agency.
6. A state prescribed permit shall be used by each county for local enforcing agency and shall include any additional provisions that may be required by the county or local enforcing agency. The permit shall be available on the site of the earth change for inspection.
7. Upon a determination that an applicant has met all the requirements of Part 91 and the promulgated rules, and the local ordinance, if applicable, the appropriate enforcing agency shall issue a permit for the proposed earth change.
8. An "authorized public agency" is exempt from obtaining a permit from a county or local enforcing agency, but shall notify the county or local enforcing agency of each proposed earth change.
9. When an earth change is under the jurisdiction of 2 or more local or county enforcing agencies, the person must obtain coverage in each jurisdiction, unless there is an interlocal agreement.



### **Checklist for Permit Applications**

- Fill in all blanks including emails and phone numbers
    - A name must be in “Person Responsible for Earth Change”
    - “Same as Above” is not acceptable
  - Type of Change must be specific and include all aspects of the project
    - For example: New House must also include deck, garage, septic, pool
  - Size of Earth Change must include all disturbed areas, not just the footprint of the project
  - Excavation Start Date and Date to be Completed must be the same as the starting and ending dates on the construction schedule
  - Stamp construction schedule on the site plan – all blanks must be filled, N/A can be used for items that are not applicable
  - Property Tax Number must be listed.
  - Reason for Permit:
    - Distance to water must be indicated. If it is not within 500 ft of a body of water, do not check the box. Write in the body of water and the distance.
- Check all applicable boxes
- Property Owner must be filled out completely. If property was purchased within past – months, a warranty deed is needed as proof of ownership.
  - Owner’s signature is required. If there is a designated agent, a designated agent’s letter, signed by the owner is required. It can be sent by email if the applicant does not have it, but the permit will not be issued without it.
  - Commercial sites need to have a Maintenance Agreement. It can be filled out later, but the permit will not be issued without it.
  - Two (2) copies of the site plan are required.
  - Additional fees may be charged after the Inspector reviews the site plan:
    - Surety may be required which is refunded when the site is stabilized
  - The permit fee covers three (3) inspections. Any additional inspections due to compliance, sensitivity or requests from the applicant/owner will be charged \$55.00





November 10th, 2017

IDF  
Mr. Nate Elkins  
Traverse City, MI

**RE: Preliminary Storm Water Runoff Estimates, Acme PUD, Acme Township, Michigan**

Dear Mr. Elkins,

Per your request M2E has taken an initial stab at developing preliminary storm water retention volumes for the proposed PUD in Acme Township, Grand Traverse County, Michigan. Enclosed please find preliminary storm water runoff calculations for the various districts that you have broken out for the PUD. In general, the districts that you have created make sense and will help develop a reasonable preliminary basis of design for the estimated storm water retention requirements on this site. When final calculations are developed, a few of the areas that you have broken out separately will likely end up being combined through a storm sewer network based on the existing topography of the site and current drainage patterns.

Based on the size of each district that you have broken out, we have utilized the Rational Method to determine the preliminary storm water volume requirements for each district. With the exception of district MU01 the storm water volume calculations are based on providing storage for the 25-year developed condition storm event less the pre-existing 2-year rainfall event for each district. This method is generally accepted for new construction based on the current county storm water runoff control ordinance and state guidelines. This approach assumes that each of these districts will have an available overflow route to a natural drainage course which in this case is Acme creek. The overflow would only take place during large rain events and the discharge rate would mimic the pre-existing site conditions within each drainage district. This assumption is typically allowable for a site with a natural overflow route to a creek or lake but will require approval from both the county and MDEQ. This will also require that the design be based on Best Management Practices to help control any additional sediment discharge off this site and only discharge pre-treated storm water through a combination of bio-swales and storm water controls that the MDEQ and local storm water authority will approve.

Due to the topography and existing conditions, the storm water volume requirements that have been developed for District MU01 are based on providing storage for the 100 year rain event with no outlet. The soils in this area of the site are also noted to be more loamy and do not appear to be well drained. It may be possible to create an outlet for this district, which is highly recommended however, the volume required for this district will not change due to the fact that this area is currently land locked and does not appear to have a direct discharge point. As the project moves forward, further site reconnaissance is recommended to verify certain assumptions in this evaluation and possibly uncover additional information that is not shown in the existing survey or is not evident until becoming more familiar with the drainage patterns on the property.



Along with these preliminary calculations, I have reviewed available soils information for this property published by the USDA and NRCS. Note, this information is general and is not always completely accurate. Unlike the very heavy soils to the east of this site, in general, the soils based on the available mapping data are loamy sands with a reasonable infiltration capacity. For the majority of the site, the USDA mapping information also indicates that although the upper soil horizons are well drained loamy sands as you get further below grade the soils begin to get heavier and become more poorly drained. This lends itself well to your proposed shallow storm water retention concept however, this approach will require a great deal of storm water conveyance design, BMP's and innovative storm water controls to incorporate this type of this system into the project. The USDA mapping indicates that the existing developed area on the northeast corner of the site has much heavier soils than the remaining areas of the property.

Currently, the storm water calculations developed for all of the proposed districts do not include any credit or reduction in volume due to the infiltration capacity of the soils. I believe that if we can prove the infiltration capacity of the existing soils, this can help reduce the overall sizing of the storm water retention facilities. Soil borings will need to be completed on this site to verify the soils if we plan to utilize infiltration as a means to reduce the total storm water volume required on this site. Along with soil borings, percolation or infiltration testing would also need to be completed.

Many areas of this site are already developed. It appears that there are currently two release points that allow for overflows to Acme Creek from past development that has taken place on these properties. Before moving forward with final storm water design calculations, research on the past construction documents for these developed areas should be done to determine what existing release rates have been historically allowed from these areas. Even if there is not a direct pipe overflow, due to the topography most of the areas on this site have an existing release that is directed towards Acme Creek.

Your goal to maintain Low profile storm retention basins in the areas shown may be achievable but this will require a great deal of engineering analysis of flow through the storm water treatment train. Innovative storm water techniques and BMP's will become important and will require progressive and innovative storm water design calculations to ensure a quality design. In your initial master plan you are proposing this technology which I believe will be a good thing to help create a productive storm water control plan that will meet both local and state standards and requirements.

The following pages indicate the preliminary estimates for storm water volume requirements for each of the districts that have been evaluated. Also included are pages from the USDA NRCS soil survey that are pertinent to this property.

Please review the enclosed information and give me a call or write back to discuss any questions.

Sincerely,

**M2E, LLC**

A handwritten signature in blue ink that reads "Ryan A. Cox". The signature is written in a cursive, flowing style.

Ryan A. Cox, PE  
*Civil Engineer*



# INFILTRATION BASIN DESIGN

Drainage District MU01

Modified Rational Method, 100-year Developed

Project: Kelly - Acme

Project #: 2017-165

## 100-year Developed Condition

Sub-District	"C" Factor	Area (s.f.)	Area (acres)	Weighted Area (CxA)	Weighted "C"
Pavement	0.95	99,370	2.281	2.167	
Building(s) roof	0.95	32,300	0.742	0.704	
Concrete	0.95	31,791	0.730	0.693	
Other impervious	0.90	0	0.000	0.000	
Open	0.20	29,945	0.687	0.137	
<b>Total</b>		<b>193,406</b>	<b>4.440</b>	<b>3.702</b>	<b>0.83</b>

Infiltration Parameters			
Measured/Assumed Infiltration Rate of Soil	=	0.00	in/hr
Calculated Infiltration Rate (0.50 safety factor)	=	0.00	in/hr
Area of Basin Provided (measured at 1/2 Depth)	=	0.00	s.f.

100-year storm IDF table with "CA" and Infiltration applied					
Duration (min.)	Intensity (in/hr)	Weighted Area (acres)	Peak Runoff (cfs)	Infiltration Rate (cfs)	Required Storage (c.f.)
10	6.29	3.702	23.29	0.00	13,973
15	5.48	3.702	20.29	0.00	18,260
20	4.67	3.702	17.29	0.00	20,748
30	3.76	3.702	13.92	0.00	25,058
40	3.06	3.702	11.33	0.00	27,190
45	2.85	3.702	10.55	0.00	28,490
50	2.67	3.702	9.89	0.00	29,656
60	2.39	3.702	8.85	0.00	31,856
75	2.02	3.702	7.48	0.00	33,655
90	1.78	3.702	6.59	0.00	35,588
105	1.61	3.702	5.96	0.00	37,554
120	1.48	3.702	5.48	0.00	39,453
180	1.08	3.702	4.00	0.00	43,185
240	0.86	3.702	3.18	0.00	45,851
300	0.72	3.702	2.67	0.00	47,983
360	0.64	3.702	2.37	0.00	51,182
420	0.56	3.702	2.07	0.00	52,248
480	0.51	3.702	1.89	0.00	54,381
540	0.46	3.702	1.70	0.00	55,181
600	0.43	3.702	1.59	0.00	57,313
720	0.37	3.702	1.37	0.00	59,179
1080	0.27	3.702	1.00	0.00	64,777
1440	0.21	3.702	0.78	0.00	67,688

◀ PEAK

## Required Volume

Volume Required = peak storage volume = **67688.336 c.f.**

Note: There is approximately 50,000 c.f. of storage in existing basin.



# INFILTRATION BASIN DESIGN

Drainage District MU02

Modified Rational Method, 25-year Developed vs. 2-year Undeveloped

Project: Kelly - Acme, Michigan

Project #: 2017-165

## 25-year Developed Condition

Sub-District	"C" Factor	Area		Weighted Area (CxA)	Weighted "C"
		(s.f.)	(acres)		
Pavement	0.95	10,897	0.250	0.238	
Building(s) roof	0.95	12,000	0.275	0.262	
Concrete	0.95	6,530	0.150	0.142	
Other impervious	0.90	768	0.018	0.016	
Open	0.15	30,353	0.697	0.105	
<b>Total</b>		<b>60,548</b>	<b>1.390</b>	<b>0.762</b>	<b>0.55</b>

Infiltration Parameters			
Measured/Assumed Infiltration Rate of Soil	=	0.00	in/hr
Calculated Infiltration Rate (0.50 safety factor)	=	0.00	in/hr
Area of Basin Provided (measured at 1/2 Depth)	=	0.00	s.f.

25-year storm IDF table with "CA" and Infiltration applied					
Duration (min.)	Intensity (in/hr)	Weighted Area (acres)	Peak Runoff (cfs)	Infiltration Rate (cfs)	Required Storage (c.f.)
10	4.82	0.762	3.67	0.00	2,204
15	4.20	0.762	3.20	0.00	2,881
20	3.58	0.762	2.73	0.00	3,274
30	2.88	0.762	2.20	0.00	3,951
40	2.34	0.762	1.78	0.00	4,280
45	2.18	0.762	1.66	0.00	4,486
50	2.05	0.762	1.56	0.00	4,687
60	1.83	0.762	1.39	0.00	5,021
75	1.55	0.762	1.18	0.00	5,316
90	1.36	0.762	1.04	0.00	5,597
105	1.23	0.762	0.94	0.00	5,906
120	1.13	0.762	0.86	0.00	6,201
180	0.83	0.762	0.63	0.00	6,832
240	0.66	0.762	0.50	0.00	7,244
300	0.56	0.762	0.43	0.00	7,683
360	0.49	0.762	0.37	0.00	8,067
420	0.43	0.762	0.33	0.00	8,259
480	0.39	0.762	0.30	0.00	8,561
540	0.35	0.762	0.27	0.00	8,643
600	0.33	0.762	0.25	0.00	9,054
720	0.28	0.762	0.21	0.00	9,219
1080	0.20	0.762	0.15	0.00	9,878
1440	0.16	0.762	0.12	0.00	10,668

Max. Storage Volume (w/ infiltration) **10,668** c.f. ← PEAK

## 2-year Undeveloped Condition

Sub-District	C	Area		Weighted Area (CxA)	Weighted "C"
		(s.f.)	(acres)		
Open	0.15	60,548	1.390	0.209	
Existing Impervious	0.95	0	0.000	0.000	
<b>Total</b>		<b>60,548</b>	<b>1.390</b>	<b>0.209</b>	<b>0.15</b>

Duration = 15 min. (matches duration at peak volume of 25-yr dev.)  
 Intensity = 2.24 in/hr (2-year storm for above duration)  
 Volume = 420 c.f. (Q = CIA)

## Required Volume

Vol. Required = 25-yr developed minus the 2-yr undeveloped = **10,248 c.f.**



# INFILTRATION BASIN DESIGN

Drainage District R01

Modified Rational Method, 25-year Developed vs. 2-year Undeveloped

Project: Kelly - Acme, Michigan

Project #: 2017-165

## 25-year Developed Condition

Sub-District	"C" Factor	Area		Weighted Area (CxA)	Weighted "C"
		(s.f.)	(acres)		
Pavement	0.95	11,281	0.259	0.246	
Building(s) roof	0.95	7,168	0.165	0.156	
Concrete	0.95	5,429	0.125	0.118	
Other impervious	0.90	0	0.000	0.000	
Open	0.15	28,394	0.652	0.098	
<b>Total</b>		<b>52,272</b>	<b>1.200</b>	<b>0.619</b>	<b>0.52</b>

Infiltration Parameters			
Measured/Assumed Infiltration Rate of Soil	=	0.00	in/hr
Calculated Infiltration Rate (0.50 safety factor)	=	0.00	in/hr
Area of Basin Provided (measured at 1/2 Depth)	=	0.00	s.f.

25-year storm IDF table with "CA" and Infiltration applied					
Duration (min.)	Intensity (in/hr)	Weighted Area (acres)	Peak Runoff (cfs)	Infiltration Rate (cfs)	Required Storage (c.f.)
10	4.82	0.619	2.98	0.00	1,789
15	4.20	0.619	2.60	0.00	2,338
20	3.58	0.619	2.21	0.00	2,657
30	2.88	0.619	1.78	0.00	3,206
40	2.34	0.619	1.45	0.00	3,474
45	2.18	0.619	1.35	0.00	3,641
50	2.05	0.619	1.27	0.00	3,804
60	1.83	0.619	1.13	0.00	4,075
75	1.55	0.619	0.96	0.00	4,314
90	1.36	0.619	0.84	0.00	4,542
105	1.23	0.619	0.76	0.00	4,793
120	1.13	0.619	0.70	0.00	5,032
180	0.83	0.619	0.51	0.00	5,545
240	0.66	0.619	0.41	0.00	5,879
300	0.56	0.619	0.35	0.00	6,235
360	0.49	0.619	0.30	0.00	6,547
420	0.43	0.619	0.27	0.00	6,702
480	0.39	0.619	0.24	0.00	6,947
540	0.35	0.619	0.22	0.00	7,014
600	0.33	0.619	0.20	0.00	7,348
720	0.28	0.619	0.17	0.00	7,482
1080	0.20	0.619	0.12	0.00	8,016
1440	0.16	0.619	0.10	0.00	8,657

**Max. Storage Volume (w/ infiltration) 8,657 c.f.** ← PEAK

## 2-year Undeveloped Condition

Sub-District	C	Area		Weighted Area (CxA)	Weighted "C"
		(s.f.)	(acres)		
Open	0.15	52,272	1.200	0.180	
Existing Impervious	0.95	0	0.000	0.000	
<b>Total</b>		<b>52,272</b>	<b>1.200</b>	<b>0.180</b>	<b>0.15</b>

Duration = 15 min. (matches duration at peak volume of 25-yr dev.)  
 Intensity = 2.24 in/hr (2-year storm for above duration)  
 Volume = 363 c.f. (Q = CIA)

## Required Volume

Vol. Required = 25-yr developed minus the 2-yr undeveloped = **8,295 c.f.**



# INFILTRATION BASIN DESIGN

Drainage District R02

Modified Rational Method, 25-year Developed vs. 2-year Undeveloped

Project: Kelly - Acme, Michigan

Project #: 2017-165

## 25-year Developed Condition

Sub-District	"C" Factor	Area		Weighted Area (CxA)	Weighted "C"
		(s.f.)	(acres)		
Pavement	0.95	3,740	0.086	0.082	
Building(s) roof	0.95	21,896	0.503	0.478	
Concrete	0.95	17,091	0.392	0.373	
Other impervious	0.90	8,602	0.197	0.178	
Open	0.15	83,707	1.922	0.288	
<b>Total</b>		<b>135,036</b>	<b>3.100</b>	<b>1.398</b>	<b>0.45</b>

Infiltration Parameters			
Measured/Assumed Infiltration Rate of Soil	=	0.00	in/hr
Calculated Infiltration Rate (0.50 safety factor)	=	0.00	in/hr
Area of Basin Provided (measured at 1/2 Depth)	=	0.00	s.f.

25-year storm IDF table with "CA" and Infiltration applied						
Duration (min.)	Intensity (in/hr)	Weighted Area (acres)	Peak Runoff (cfs)	Infiltration Rate (cfs)	Required Storage (c.f.)	
10	4.82	1.398	6.74	0.00	4,042	
15	4.20	1.398	5.87	0.00	5,284	
20	3.58	1.398	5.00	0.00	6,005	
30	2.88	1.398	4.03	0.00	7,246	
40	2.34	1.398	3.27	0.00	7,850	
45	2.18	1.398	3.05	0.00	8,227	
50	2.05	1.398	2.87	0.00	8,597	
60	1.83	1.398	2.56	0.00	9,209	
75	1.55	1.398	2.17	0.00	9,750	
90	1.36	1.398	1.90	0.00	10,265	
105	1.23	1.398	1.72	0.00	10,832	
120	1.13	1.398	1.58	0.00	11,373	
180	0.83	1.398	1.16	0.00	12,530	
240	0.66	1.398	0.92	0.00	13,285	
300	0.56	1.398	0.78	0.00	14,090	
360	0.49	1.398	0.68	0.00	14,794	
420	0.43	1.398	0.60	0.00	15,147	
480	0.39	1.398	0.55	0.00	15,700	
540	0.35	1.398	0.49	0.00	15,851	
600	0.33	1.398	0.46	0.00	16,606	
720	0.28	1.398	0.39	0.00	16,908	
1080	0.20	1.398	0.28	0.00	18,116	
1440	0.16	1.398	0.23	0.00	19,565	
<b>Max. Storage Volume (w/ infiltration)</b>					<b>19,565</b>	◀ PEAK c.f.

## 2-year Undeveloped Condition

Sub-District	C	Area		Weighted Area (CxA)	Weighted "C"
		(s.f.)	(acres)		
Open	0.15	135,036	3.100	0.465	
Existing Impervious	0.95	0	0.000	0.000	
<b>Total</b>		<b>135,036</b>	<b>3.100</b>	<b>0.465</b>	<b>0.15</b>

Duration = 15 min. (matches duration at peak volume of 25-yr dev.)  
 Intensity = 2.24 in/hr (2-year storm for above duration)  
 Volume = 937 c.f. (Q = CIA)

## Required Volume

Vol. Required = 25-yr developed minus the 2-yr undeveloped = **18,627 c.f.**



# INFILTRATION BASIN DESIGN

Drainage District R03

Modified Rational Method, 25-year Developed vs. 2-year Undeveloped

Project: Kelly - Acme, Michigan

Project #: 2017-165

## 25-year Developed Condition

Sub-District	"C" Factor	Area		Weighted Area (CxA)	Weighted "C"
		(s.f.)	(acres)		
Pavement	0.95	3,864	0.089	0.084	
Building(s) roof	0.95	12,240	0.281	0.267	
Concrete	0.95	7,381	0.169	0.161	
Other impervious	0.90	3,162	0.073	0.065	
Open	0.15	44,356	1.018	0.153	
<b>Total</b>		<b>71,003</b>	<b>1.630</b>	<b>0.730</b>	<b>0.45</b>

Infiltration Parameters			
Measured/Assumed Infiltration Rate of Soil	=	0.00	in/hr
Calculated Infiltration Rate (0.50 safety factor)	=	0.00	in/hr
Area of Basin Provided (measured at 1/2 Depth)	=	0.00	s.f.

25-year storm IDF table with "CA" and Infiltration applied						
Duration (min.)	Intensity (in/hr)	Weighted Area (acres)	Peak Runoff (cfs)	Infiltration Rate (cfs)	Required Storage (c.f.)	
10	4.82	0.730	3.52	0.00	2,112	
15	4.20	0.730	3.07	0.00	2,760	
20	3.58	0.730	2.61	0.00	3,137	
30	2.88	0.730	2.10	0.00	3,786	
40	2.34	0.730	1.71	0.00	4,101	
45	2.18	0.730	1.59	0.00	4,298	
50	2.05	0.730	1.50	0.00	4,491	
60	1.83	0.730	1.34	0.00	4,811	
75	1.55	0.730	1.13	0.00	5,094	
90	1.36	0.730	0.99	0.00	5,363	
105	1.23	0.730	0.90	0.00	5,659	
120	1.13	0.730	0.83	0.00	5,941	
180	0.83	0.730	0.61	0.00	6,546	
240	0.66	0.730	0.48	0.00	6,940	
300	0.56	0.730	0.41	0.00	7,361	
360	0.49	0.730	0.36	0.00	7,729	
420	0.43	0.730	0.31	0.00	7,913	
480	0.39	0.730	0.28	0.00	8,202	
540	0.35	0.730	0.26	0.00	8,281	
600	0.33	0.730	0.24	0.00	8,675	
720	0.28	0.730	0.20	0.00	8,833	
1080	0.20	0.730	0.15	0.00	9,464	
1440	0.16	0.730	0.12	0.00	10,221	
<b>Max. Storage Volume (w/ infiltration)</b>					<b>10,221</b>	◀ PEAK c.f.

## 2-year Undeveloped Condition

Sub-District	C	Area		Weighted Area (CxA)	Weighted "C"
		(s.f.)	(acres)		
Open	0.15	71,003	1.630	0.245	
Existing Impervious	0.95	0	0.000	0.000	
<b>Total</b>		<b>71,003</b>	<b>1.630</b>	<b>0.245</b>	<b>0.15</b>

Duration = 15 min. (matches duration at peak volume of 25-yr dev.)  
 Intensity = 2.24 in/hr (2-year storm for above duration)  
 Volume = 493 c.f. (Q = CIA)

## Required Volume

Vol. Required = 25-yr developed minus the 2-yr undeveloped =

**9,728 c.f.**



# INFILTRATION BASIN DESIGN

Drainage District R04

Modified Rational Method, 25-year Developed vs. 2-year Undeveloped

Project: Kelly - Acme, Michigan

Project #: 2017-165

## 25-year Developed Condition

Sub-District	"C" Factor	Area		Weighted Area (CxA)	Weighted "C"
		(s.f.)	(acres)		
Pavement	0.95	16,821	0.386	0.367	
Building(s) roof	0.95	8,400	0.193	0.183	
Concrete	0.95	6,050	0.139	0.132	
Other impervious	0.90	8,730	0.200	0.180	
Open	0.15	117,686	2.702	0.405	
<b>Total</b>		<b>157,687</b>	<b>3.620</b>	<b>1.268</b>	<b>0.35</b>

Infiltration Parameters		
Measured/Assumed Infiltration Rate of Soil	=	0.00 in/hr
Calculated Infiltration Rate (0.50 safety factor)	=	0.00 in/hr
Area of Basin Provided (measured at 1/2 Depth)	=	0.00 s.f.

25-year storm IDF table with "CA" and Infiltration applied					
Duration (min.)	Intensity (in/hr)	Weighted Area (acres)	Peak Runoff (cfs)	Infiltration Rate (cfs)	Required Storage (c.f.)
10	4.82	1.268	6.11	0.00	3,666
15	4.20	1.268	5.32	0.00	4,792
20	3.58	1.268	4.54	0.00	5,446
30	2.88	1.268	3.65	0.00	6,571
40	2.34	1.268	2.97	0.00	7,119
45	2.18	1.268	2.76	0.00	7,461
50	2.05	1.268	2.60	0.00	7,796
60	1.83	1.268	2.32	0.00	8,351
75	1.55	1.268	1.96	0.00	8,842
90	1.36	1.268	1.72	0.00	9,309
105	1.23	1.268	1.56	0.00	9,823
120	1.13	1.268	1.43	0.00	10,313
180	0.83	1.268	1.05	0.00	11,363
240	0.66	1.268	0.84	0.00	12,047
300	0.56	1.268	0.71	0.00	12,778
360	0.49	1.268	0.62	0.00	13,416
420	0.43	1.268	0.55	0.00	13,736
480	0.39	1.268	0.49	0.00	14,238
540	0.35	1.268	0.44	0.00	14,375
600	0.33	1.268	0.42	0.00	15,059
720	0.28	1.268	0.35	0.00	15,333
1080	0.20	1.268	0.25	0.00	16,428
1440	0.16	1.268	0.21	0.00	17,743

**Max. Storage Volume (w/ infiltration) 17,743 c.f.** ← PEAK

## 2-year Undeveloped Condition

Sub-District	C	Area		Weighted Area (CxA)	Weighted "C"
		(s.f.)	(acres)		
Open	0.15	157,687	3.620	0.543	
Existing Impervious	0.95	0	0.000	0.000	
<b>Total</b>		<b>157,687</b>	<b>3.620</b>	<b>0.543</b>	<b>0.15</b>

Duration = 15 min. (matches duration at peak volume of 25-yr dev.)  
 Intensity = 2.24 in/hr (2-year storm for above duration)  
 Volume = 1095 c.f. (Q = CIA)

## Required Volume

Vol. Required = 25-yr developed minus the 2-yr undeveloped = **16,648 c.f.**



# INFILTRATION BASIN DESIGN

Drainage District R05

Modified Rational Method, 25-year Developed vs. 2-year Undeveloped

Project: Kelly - Acme, Michigan

Project #: 2017-165

## 25-year Developed Condition

Sub-District	"C" Factor	Area		Weighted Area (Cx <sub>A</sub> )	Weighted "C"
		(s.f.)	(acres)		
Pavement	0.95	14,215	0.326	0.310	
Building(s) roof	0.95	7,200	0.165	0.157	
Concrete	0.95	6,652	0.153	0.145	
Other impervious	0.90	11,156	0.256	0.230	
Open	0.15	86,665	1.990	0.298	
<b>Total</b>		<b>125,888</b>	<b>2.890</b>	<b>1.141</b>	<b>0.39</b>

Infiltration Parameters			
Measured/Assumed Infiltration Rate of Soil	=	0.00	in/hr
Calculated Infiltration Rate (0.50 safety factor)	=	0.00	in/hr
Area of Basin Provided (measured at 1/2 Depth)	=	0.00	s.f.

25-year storm IDF table with "CA" and Infiltration applied					
Duration (min.)	Intensity (in/hr)	Weighted Area (acres)	Peak Runoff (cfs)	Infiltration Rate (cfs)	Required Storage (c.f.)
10	4.82	1.141	5.50	0.00	3,300
15	4.20	1.141	4.79	0.00	4,313
20	3.58	1.141	4.08	0.00	4,902
30	2.88	1.141	3.29	0.00	5,915
40	2.34	1.141	2.67	0.00	6,408
45	2.18	1.141	2.49	0.00	6,716
50	2.05	1.141	2.34	0.00	7,017
60	1.83	1.141	2.09	0.00	7,517
75	1.55	1.141	1.77	0.00	7,959
90	1.36	1.141	1.55	0.00	8,380
105	1.23	1.141	1.40	0.00	8,842
120	1.13	1.141	1.29	0.00	9,284
180	0.83	1.141	0.95	0.00	10,228
240	0.66	1.141	0.75	0.00	10,844
300	0.56	1.141	0.64	0.00	11,502
360	0.49	1.141	0.56	0.00	12,077
420	0.43	1.141	0.49	0.00	12,364
480	0.39	1.141	0.45	0.00	12,816
540	0.35	1.141	0.40	0.00	12,939
600	0.33	1.141	0.38	0.00	13,556
720	0.28	1.141	0.32	0.00	13,802
1080	0.20	1.141	0.23	0.00	14,788
1440	0.16	1.141	0.18	0.00	15,971

Max. Storage Volume (w/ infiltration) **15,971** c.f. ← PEAK

## 2-year Undeveloped Condition

Sub-District	C	Area		Weighted Area (Cx <sub>A</sub> )	Weighted "C"
		(s.f.)	(acres)		
Open	0.15	125,888	2.890	0.434	
Existing Impervious	0.95	0	0.000	0.000	
<b>Total</b>		<b>125,888</b>	<b>2.890</b>	<b>0.434</b>	<b>0.15</b>

Duration = 15 min. (matches duration at peak volume of 25-yr dev.)  
 Intensity = 2.24 in/hr (2-year storm for above duration)  
 Volume = **874 c.f.** (Q = CIA)

## Required Volume

Vol. Required = 25-yr developed minus the 2-yr undeveloped = **15,097 c.f.**





United States  
Department of  
Agriculture

**NRCS**

Natural  
Resources  
Conservation  
Service

A product of the National  
Cooperative Soil Survey,  
a joint effort of the United  
States Department of  
Agriculture and other  
Federal agencies, State  
agencies including the  
Agricultural Experiment  
Stations, and local  
participants

# Custom Soil Resource Report for Grand Traverse County, Michigan





Custom Soil Resource Report  
Soil Map





## Map Unit Legend

Map Unit Symbol	Map Unit Name	Acres in AOI	Percent of AOI
AsA	Au Gres-Saugatuck sands, 0 to 2 percent slopes	0.5	0.7%
EyB	Emmet sandy loam, 2 to 6 percent slopes	3.4	5.4%
EyC	Emmet sandy loam, 6 to 12 percent slopes	6.1	9.6%
EyC2	Emmet sandy loam, 6 to 12 percent slopes, moderately eroded	0.8	1.3%
EyD	Emmet sandy loam, 12 to 18 percent slopes	1.9	3.0%
EyE2	Emmet sandy loam, 18 to 25 percent slopes, moderately eroded	0.3	0.4%
EyF	Emmet sandy loam, 25 to 45 percent slopes	0.2	0.4%
GxA	Guelph-Nester loams, 0 to 2 percent slopes	14.0	22.0%
GxB2	Guelph-Nester loams, 2 to 6 percent slopes, moderately eroded	0.8	1.2%
IsA	Iosco-Ogemaw loamy sands, 0 to 2 percent slopes	0.4	0.6%
KaA	Kalkaska loamy sand, 0 to 2 percent slopes	10.3	16.1%
KaA2	Kalkaska loamy sand, 0 to 2 percent slopes, moderately eroded	3.1	4.9%
KaC	Kalkaska loamy sand, 6 to 12 percent slopes	2.3	3.6%
KaD	Kalkaska loamy sand, 12 to 18 percent slopes	4.9	7.6%
KsB	Karlin sandy loams, 2 to 6 percent slopes	3.6	5.6%
Lu	Carlisle muck, 0 to 2 percent slopes, cool	5.7	9.0%
Ru	Roscommon mucky loamy sand	1.2	1.9%
Tp	Tonkey-Hettinger-Pickford loams, overwash	1.9	3.0%
WdC	Wind eroded land, sloping	2.3	3.7%
<b>Totals for Area of Interest</b>		<b>63.7</b>	<b>100.0%</b>



## Custom Soil Resource Report

*Across-slope shape:* Linear

*Parent material:* Sandy glaciofluvial deposits cemented with ortstein

### Typical profile

*H1 - 0 to 2 inches:* sand

*H2 - 2 to 12 inches:* sand

*H3 - 12 to 26 inches:* sand

*H4 - 26 to 60 inches:* sand

### Properties and qualities

*Slope:* 0 to 2 percent

*Depth to restrictive feature:* About 12 inches to ortstein

*Natural drainage class:* Somewhat poorly drained

*Runoff class:* Very low

*Capacity of the most limiting layer to transmit water (Ksat):* Moderately high to high (0.57 to 5.95 in/hr)

*Depth to water table:* About 6 to 18 inches

*Frequency of flooding:* None

*Frequency of ponding:* None

*Available water storage in profile:* Very low (about 0.8 inches)

### Interpretive groups

*Land capability classification (irrigated):* None specified

*Land capability classification (nonirrigated):* 4w

*Hydrologic Soil Group:* B/D

*Hydric soil rating:* No

### Minor Components

#### Roscommon

*Percent of map unit:* 5 percent

*Landform:* Depressions on lake plains, depressions on outwash plains

*Landform position (three-dimensional):* Talf

*Down-slope shape:* Linear

*Across-slope shape:* Linear

*Hydric soil rating:* Yes

## **EyB—Emmet sandy loam, 2 to 6 percent slopes**

### Map Unit Setting

*National map unit symbol:* 6c3f

*Elevation:* 600 to 1,400 feet

*Mean annual precipitation:* 27 to 32 inches

*Mean annual air temperature:* 41 to 45 degrees F

*Frost-free period:* 90 to 140 days

*Farmland classification:* All areas are prime farmland

### Map Unit Composition

*Emmet and similar soils:* 90 percent

*Minor components:* 10 percent



## Custom Soil Resource Report

*Estimates are based on observations, descriptions, and transects of the mapunit.*

### Description of Emmet

#### Setting

*Landform:* Moraines, till plains

*Landform position (three-dimensional):* Rise

*Down-slope shape:* Linear

*Across-slope shape:* Linear

*Parent material:* 24 to 50 inches of loamy material over calcareous loamy till

#### Typical profile

*H1 - 0 to 8 inches:* sandy loam

*H2 - 8 to 30 inches:* sandy loam

*H3 - 30 to 38 inches:* sandy clay loam

*H4 - 38 to 60 inches:* sandy loam

#### Properties and qualities

*Slope:* 2 to 6 percent

*Depth to restrictive feature:* More than 80 inches

*Natural drainage class:* Well drained

*Runoff class:* Very low

*Capacity of the most limiting layer to transmit water (Ksat):* Moderately high to high (0.57 to 1.98 in/hr)

*Depth to water table:* More than 80 inches

*Frequency of flooding:* None

*Frequency of ponding:* None

*Calcium carbonate, maximum in profile:* 30 percent

*Available water storage in profile:* Moderate (about 7.6 inches)

#### Interpretive groups

*Land capability classification (irrigated):* None specified

*Land capability classification (nonirrigated):* 2e

*Hydrologic Soil Group:* B

*Hydric soil rating:* No

### Minor Components

#### Leelanau

*Percent of map unit:* 10 percent

*Landform:* Moraines

*Landform position (three-dimensional):* Rise

*Down-slope shape:* Linear

*Across-slope shape:* Linear

*Hydric soil rating:* No

### **EyC—Emmet sandy loam, 6 to 12 percent slopes**

#### Map Unit Setting

*National map unit symbol:* 6c3h

*Elevation:* 600 to 1,400 feet



## Custom Soil Resource Report

*Mean annual precipitation:* 27 to 32 inches  
*Mean annual air temperature:* 41 to 45 degrees F  
*Frost-free period:* 90 to 140 days  
*Farmland classification:* Farmland of local importance

### Map Unit Composition

*Emmet and similar soils:* 90 percent  
*Minor components:* 10 percent  
*Estimates are based on observations, descriptions, and transects of the mapunit.*

### Description of Emmet

#### Setting

*Landform:* Moraines, till plains  
*Landform position (two-dimensional):* Summit, shoulder, backslope, footslope, toeslope  
*Landform position (three-dimensional):* Interfluvium, head slope, nose slope, side slope, base slope, crest  
*Down-slope shape:* Linear  
*Across-slope shape:* Linear, convex  
*Parent material:* 24 to 50 inches of loamy material over calcareous loamy till

#### Typical profile

*H1 - 0 to 8 inches:* sandy loam  
*H2 - 8 to 30 inches:* sandy loam  
*H3 - 30 to 38 inches:* sandy clay loam  
*H4 - 38 to 60 inches:* sandy loam

#### Properties and qualities

*Slope:* 6 to 12 percent  
*Depth to restrictive feature:* More than 80 inches  
*Natural drainage class:* Well drained  
*Runoff class:* Low  
*Capacity of the most limiting layer to transmit water (Ksat):* Moderately high to high (0.57 to 1.98 in/hr)  
*Depth to water table:* More than 80 inches  
*Frequency of flooding:* None  
*Frequency of ponding:* None  
*Calcium carbonate, maximum in profile:* 30 percent  
*Available water storage in profile:* Moderate (about 7.6 inches)

#### Interpretive groups

*Land capability classification (irrigated):* None specified  
*Land capability classification (nonirrigated):* 3e  
*Hydrologic Soil Group:* B  
*Hydric soil rating:* No

### Minor Components

#### Leelanau

*Percent of map unit:* 10 percent  
*Landform:* Moraines  
*Landform position (two-dimensional):* Shoulder, backslope, footslope, toeslope, summit  
*Landform position (three-dimensional):* Interfluvium, head slope, nose slope, side slope, base slope, crest  
*Down-slope shape:* Linear



## Custom Soil Resource Report

*Across-slope shape:* Linear, convex  
*Hydric soil rating:* No

### **EyC2—Emmet sandy loam, 6 to 12 percent slopes, moderately eroded**

#### **Map Unit Setting**

*National map unit symbol:* 6c3j  
*Elevation:* 600 to 1,400 feet  
*Mean annual precipitation:* 27 to 32 inches  
*Mean annual air temperature:* 41 to 45 degrees F  
*Frost-free period:* 90 to 140 days  
*Farmland classification:* Farmland of local importance

#### **Map Unit Composition**

*Emmet, moderately eroded, and similar soils:* 90 percent  
*Minor components:* 10 percent  
*Estimates are based on observations, descriptions, and transects of the mapunit.*

#### **Description of Emmet, Moderately Eroded**

##### **Setting**

*Landform:* Moraines, till plains  
*Landform position (two-dimensional):* Summit, shoulder, backslope, footslope, toeslope  
*Landform position (three-dimensional):* Interfluve, head slope, nose slope, side slope, base slope, crest  
*Down-slope shape:* Linear  
*Across-slope shape:* Linear, convex  
*Parent material:* 24 to 50 inches of loamy material over calcareous loamy till

##### **Typical profile**

*H1 - 0 to 8 inches:* sandy loam  
*H2 - 8 to 30 inches:* sandy loam  
*H3 - 30 to 38 inches:* sandy clay loam  
*H4 - 38 to 60 inches:* sandy loam

##### **Properties and qualities**

*Slope:* 6 to 12 percent  
*Depth to restrictive feature:* More than 80 inches  
*Natural drainage class:* Well drained  
*Runoff class:* Low  
*Capacity of the most limiting layer to transmit water (Ksat):* Moderately high to high (0.57 to 1.98 in/hr)  
*Depth to water table:* More than 80 inches  
*Frequency of flooding:* None  
*Frequency of ponding:* None  
*Calcium carbonate, maximum in profile:* 30 percent  
*Available water storage in profile:* Moderate (about 7.6 inches)

##### **Interpretive groups**

*Land capability classification (irrigated):* None specified



## Custom Soil Resource Report

### Properties and qualities

*Slope:* 12 to 18 percent  
*Depth to restrictive feature:* More than 80 inches  
*Natural drainage class:* Well drained  
*Runoff class:* Low  
*Capacity of the most limiting layer to transmit water (Ksat):* Moderately high to high (0.57 to 1.98 in/hr)  
*Depth to water table:* More than 80 inches  
*Frequency of flooding:* None  
*Frequency of ponding:* None  
*Calcium carbonate, maximum in profile:* 30 percent  
*Available water storage in profile:* Moderate (about 7.6 inches)

### Interpretive groups

*Land capability classification (irrigated):* None specified  
*Land capability classification (nonirrigated):* 4e  
*Hydrologic Soil Group:* B  
*Hydric soil rating:* No

### Minor Components

#### Leelanau

*Percent of map unit:* 5 percent  
*Landform:* Moraines  
*Landform position (two-dimensional):* Summit, shoulder, backslope, footslope, toeslope  
*Landform position (three-dimensional):* Interfluvial, head slope, nose slope, side slope, base slope, crest  
*Down-slope shape:* Convex, linear  
*Across-slope shape:* Concave, convex  
*Hydric soil rating:* No

#### East lake

*Percent of map unit:* 5 percent  
*Landform:* Beach ridges, lake terraces, outwash plains, moraines  
*Landform position (two-dimensional):* Summit, shoulder, backslope, footslope, toeslope  
*Landform position (three-dimensional):* Interfluvial, head slope, nose slope, side slope, base slope, crest  
*Down-slope shape:* Convex, linear  
*Across-slope shape:* Concave, convex  
*Hydric soil rating:* No

**EyE2—Emmet sandy loam, 18 to 25 percent slopes, moderately eroded**

### Map Unit Setting

*National map unit symbol:* 6c3n  
*Elevation:* 600 to 1,400 feet  
*Mean annual precipitation:* 27 to 32 inches  
*Mean annual air temperature:* 41 to 45 degrees F



## Custom Soil Resource Report

*Frost-free period:* 90 to 150 days  
*Farmland classification:* Not prime farmland

### Map Unit Composition

*Emmet, moderately eroded, and similar soils:* 90 percent  
*Minor components:* 10 percent  
*Estimates are based on observations, descriptions, and transects of the mapunit.*

### Description of Emmet, Moderately Eroded

#### Setting

*Landform:* Moraines, till plains  
*Landform position (two-dimensional):* Summit, shoulder, backslope, footslope, toeslope  
*Landform position (three-dimensional):* Interfluvium, head slope, nose slope, side slope, base slope, crest  
*Down-slope shape:* Convex, linear  
*Across-slope shape:* Concave, convex  
*Parent material:* 24 to 50 inches of loamy material over calcareous loamy till

#### Typical profile

*H1 - 0 to 8 inches:* sandy loam  
*H2 - 8 to 30 inches:* sandy loam  
*H3 - 30 to 38 inches:* sandy clay loam  
*H4 - 38 to 60 inches:* sandy loam

#### Properties and qualities

*Slope:* 18 to 25 percent  
*Depth to restrictive feature:* More than 80 inches  
*Natural drainage class:* Well drained  
*Runoff class:* Medium  
*Capacity of the most limiting layer to transmit water (Ksat):* Moderately high to high (0.57 to 1.98 in/hr)  
*Depth to water table:* More than 80 inches  
*Frequency of flooding:* None  
*Frequency of ponding:* None  
*Calcium carbonate, maximum in profile:* 30 percent  
*Available water storage in profile:* Moderate (about 7.6 inches)

#### Interpretive groups

*Land capability classification (irrigated):* None specified  
*Land capability classification (nonirrigated):* 6e  
*Hydrologic Soil Group:* B  
*Hydric soil rating:* No

### Minor Components

#### Leelanau

*Percent of map unit:* 5 percent  
*Landform:* Moraines  
*Landform position (two-dimensional):* Summit, shoulder, backslope, footslope, toeslope  
*Landform position (three-dimensional):* Interfluvium, head slope, nose slope, side slope, base slope, crest  
*Down-slope shape:* Convex, linear  
*Across-slope shape:* Concave, convex  
*Hydric soil rating:* No



## Custom Soil Resource Report

*Capacity of the most limiting layer to transmit water (Ksat):* Moderately high to high (0.57 to 1.98 in/hr)

*Depth to water table:* More than 80 inches

*Frequency of flooding:* None

*Frequency of ponding:* None

*Calcium carbonate, maximum in profile:* 30 percent

*Available water storage in profile:* Moderate (about 7.6 inches)

### Interpretive groups

*Land capability classification (irrigated):* None specified

*Land capability classification (nonirrigated):* 7e

*Hydrologic Soil Group:* B

*Hydric soil rating:* No

### Minor Components

#### Leelanau

*Percent of map unit:* 5 percent

*Landform:* Moraines

*Landform position (two-dimensional):* Summit, shoulder, backslope, footslope, toeslope

*Landform position (three-dimensional):* Interfluvium, head slope, nose slope, side slope, base slope, crest

*Down-slope shape:* Convex, linear

*Across-slope shape:* Concave, convex

*Hydric soil rating:* No

#### East lake

*Percent of map unit:* 5 percent

*Landform:* Beach ridges, lake terraces, outwash plains, moraines

*Landform position (two-dimensional):* Summit, shoulder, backslope, footslope, toeslope

*Landform position (three-dimensional):* Interfluvium, head slope, nose slope, side slope, base slope, crest

*Down-slope shape:* Convex, linear

*Across-slope shape:* Concave, convex

*Hydric soil rating:* No

## GxA—Guelph-Nester loams, 0 to 2 percent slopes

### Map Unit Setting

*National map unit symbol:* 6c43

*Elevation:* 600 to 1,400 feet

*Mean annual precipitation:* 27 to 32 inches

*Mean annual air temperature:* 41 to 46 degrees F

*Frost-free period:* 100 to 140 days

*Farmland classification:* All areas are prime farmland

### Map Unit Composition

*Guelph and similar soils:* 60 percent



## Custom Soil Resource Report

*Nester and similar soils: 40 percent*

*Estimates are based on observations, descriptions, and transects of the mapunit.*

### Description of Guelph

#### Setting

*Landform: Moraines, till plains*

*Landform position (three-dimensional): Rise*

*Down-slope shape: Linear*

*Across-slope shape: Linear*

*Parent material: Loamy till*

#### Typical profile

*H1 - 0 to 6 inches: loam*

*H2 - 6 to 21 inches: clay loam*

*H3 - 21 to 60 inches: silt loam*

#### Properties and qualities

*Slope: 0 to 2 percent*

*Depth to restrictive feature: More than 80 inches*

*Natural drainage class: Well drained*

*Runoff class: Medium*

*Capacity of the most limiting layer to transmit water (Ksat): Moderately high (0.20 to 0.57 in/hr)*

*Depth to water table: More than 80 inches*

*Frequency of flooding: None*

*Frequency of ponding: None*

*Calcium carbonate, maximum in profile: 30 percent*

*Available water storage in profile: High (about 9.2 inches)*

#### Interpretive groups

*Land capability classification (irrigated): None specified*

*Land capability classification (nonirrigated): 2s*

*Hydrologic Soil Group: C*

*Hydric soil rating: No*

### Description of Nester

#### Setting

*Landform: Moraines*

*Landform position (three-dimensional): Rise*

*Down-slope shape: Linear*

*Across-slope shape: Linear*

*Parent material: 20 to 36 inches of loamy and clayey material over calcareous loamy and clayey till*

#### Typical profile

*H1 - 0 to 8 inches: loam*

*H2 - 8 to 14 inches: silty clay loam*

*H3 - 14 to 28 inches: clay loam*

*H4 - 28 to 60 inches: clay loam*

#### Properties and qualities

*Slope: 0 to 2 percent*

*Depth to restrictive feature: More than 80 inches*

*Natural drainage class: Well drained*

*Runoff class: High*



## Custom Soil Resource Report

*H3 - 20 to 26 inches: loamy sand*  
*H4 - 26 to 60 inches: sandy clay loam*

### Properties and qualities

*Slope: 0 to 2 percent*  
*Depth to restrictive feature: About 10 inches to ortstein*  
*Natural drainage class: Somewhat poorly drained*  
*Runoff class: Low*  
*Capacity of the most limiting layer to transmit water (Ksat): Moderately low to moderately high (0.06 to 0.57 in/hr)*  
*Depth to water table: About 6 to 18 inches*  
*Frequency of flooding: None*  
*Frequency of ponding: None*  
*Calcium carbonate, maximum in profile: 20 percent*  
*Available water storage in profile: Very low (about 1.0 inches)*

### Interpretive groups

*Land capability classification (irrigated): None specified*  
*Land capability classification (nonirrigated): 5w*  
*Hydrologic Soil Group: B/D*  
*Hydric soil rating: No*

## KaA—Kalkaska loamy sand, 0 to 2 percent slopes

### Map Unit Setting

*National map unit symbol: 6c4n*  
*Elevation: 600 to 1,900 feet*  
*Mean annual precipitation: 27 to 34 inches*  
*Mean annual air temperature: 39 to 46 degrees F*  
*Frost-free period: 70 to 150 days*  
*Farmland classification: Not prime farmland*

### Map Unit Composition

*Kalkaska and similar soils: 95 percent*  
*Minor components: 5 percent*  
*Estimates are based on observations, descriptions, and transects of the mapunit.*

### Description of Kalkaska

#### Setting

*Landform: Outwash plains, moraines*  
*Landform position (three-dimensional): Rise*  
*Down-slope shape: Linear*  
*Across-slope shape: Linear*  
*Parent material: Sandy glaciofluvial deposits*

#### Typical profile

*H1 - 0 to 6 inches: loamy sand*  
*H2 - 6 to 8 inches: sand*  
*H3 - 8 to 36 inches: sand*  
*H4 - 36 to 60 inches: sand*



## Custom Soil Resource Report

### Properties and qualities

*Slope:* 0 to 2 percent

*Depth to restrictive feature:* More than 80 inches

*Natural drainage class:* Somewhat excessively drained

*Runoff class:* Negligible

*Capacity of the most limiting layer to transmit water (Ksat):* High to very high (5.95 to 19.98 in/hr)

*Depth to water table:* More than 80 inches

*Frequency of flooding:* None

*Frequency of ponding:* None

*Available water storage in profile:* Low (about 3.9 inches)

### Interpretive groups

*Land capability classification (irrigated):* None specified

*Land capability classification (nonirrigated):* 4s

*Hydrologic Soil Group:* A

*Hydric soil rating:* No

### Minor Components

#### East lake

*Percent of map unit:* 5 percent

*Landform:* Beach ridges, lake terraces, outwash plains

*Landform position (three-dimensional):* Rise

*Down-slope shape:* Linear

*Across-slope shape:* Linear

*Hydric soil rating:* No

## KaA2—Kalkaska loamy sand, 0 to 2 percent slopes, moderately eroded

### Map Unit Setting

*National map unit symbol:* 6c4p

*Elevation:* 600 to 1,900 feet

*Mean annual precipitation:* 27 to 34 inches

*Mean annual air temperature:* 39 to 46 degrees F

*Frost-free period:* 70 to 150 days

*Farmland classification:* Not prime farmland

### Map Unit Composition

*Kalkaska, moderately eroded, and similar soils:* 95 percent

*Minor components:* 5 percent

*Estimates are based on observations, descriptions, and transects of the mapunit.*

### Description of Kalkaska, Moderately Eroded

#### Setting

*Landform:* Outwash plains, moraines

*Landform position (three-dimensional):* Rise

*Down-slope shape:* Linear

*Across-slope shape:* Linear



## Custom Soil Resource Report

*Parent material:* Sandy glaciofluvial deposits

### Typical profile

*H1 - 0 to 6 inches:* loamy sand

*H2 - 6 to 8 inches:* sand

*H3 - 8 to 36 inches:* sand

*H4 - 36 to 60 inches:* sand

### Properties and qualities

*Slope:* 0 to 2 percent

*Depth to restrictive feature:* More than 80 inches

*Natural drainage class:* Somewhat excessively drained

*Runoff class:* Negligible

*Capacity of the most limiting layer to transmit water (Ksat):* High to very high (5.95 to 19.98 in/hr)

*Depth to water table:* More than 80 inches

*Frequency of flooding:* None

*Frequency of ponding:* None

*Available water storage in profile:* Low (about 3.9 inches)

### Interpretive groups

*Land capability classification (irrigated):* None specified

*Land capability classification (nonirrigated):* 4s

*Hydrologic Soil Group:* A

*Hydric soil rating:* No

### Minor Components

#### East lake

*Percent of map unit:* 5 percent

*Landform:* Beach ridges, lake terraces, outwash plains

*Landform position (three-dimensional):* Rise

*Down-slope shape:* Linear

*Across-slope shape:* Linear

*Hydric soil rating:* No

## KaC—Kalkaska loamy sand, 6 to 12 percent slopes

### Map Unit Setting

*National map unit symbol:* 6c4s

*Elevation:* 600 to 1,900 feet

*Mean annual precipitation:* 27 to 34 inches

*Mean annual air temperature:* 39 to 46 degrees F

*Frost-free period:* 70 to 150 days

*Farmland classification:* Not prime farmland

### Map Unit Composition

*Kalkaska and similar soils:* 95 percent

*Minor components:* 5 percent

*Estimates are based on observations, descriptions, and transects of the mapunit.*



## Description of Kalkaska

### Setting

*Landform:* Outwash plains, moraines

*Landform position (two-dimensional):* Summit, shoulder, backslope, footslope, toeslope

*Landform position (three-dimensional):* Interfluvium, head slope, nose slope, side slope, base slope, crest

*Down-slope shape:* Linear

*Across-slope shape:* Linear, convex

*Parent material:* Sandy glaciofluvial deposits

### Typical profile

*H1 - 0 to 6 inches:* loamy sand

*H2 - 6 to 8 inches:* sand

*H3 - 8 to 36 inches:* sand

*H4 - 36 to 60 inches:* sand

### Properties and qualities

*Slope:* 6 to 12 percent

*Depth to restrictive feature:* More than 80 inches

*Natural drainage class:* Somewhat excessively drained

*Runoff class:* Very low

*Capacity of the most limiting layer to transmit water (Ksat):* High to very high (5.95 to 19.98 in/hr)

*Depth to water table:* More than 80 inches

*Frequency of flooding:* None

*Frequency of ponding:* None

*Available water storage in profile:* Low (about 3.9 inches)

### Interpretive groups

*Land capability classification (irrigated):* None specified

*Land capability classification (nonirrigated):* 6s

*Hydrologic Soil Group:* A

*Hydric soil rating:* No

## Minor Components

### East lake

*Percent of map unit:* 5 percent

*Landform:* Beach ridges, lake terraces, outwash plains

*Landform position (two-dimensional):* Summit, shoulder, backslope, footslope, toeslope

*Landform position (three-dimensional):* Interfluvium, head slope, nose slope, side slope, base slope, crest

*Down-slope shape:* Linear

*Across-slope shape:* Linear, convex

*Hydric soil rating:* No



*Hydric soil rating:* Yes

## **Ru—Roscommon mucky loamy sand**

### **Map Unit Setting**

*National map unit symbol:* 6c7w  
*Elevation:* 600 to 1,500 feet  
*Mean annual precipitation:* 22 to 35 inches  
*Mean annual air temperature:* 39 to 46 degrees F  
*Frost-free period:* 70 to 140 days  
*Farmland classification:* Farmland of local importance

### **Map Unit Composition**

*Roscommon and similar soils:* 95 percent  
*Minor components:* 5 percent  
*Estimates are based on observations, descriptions, and transects of the mapunit.*

### **Description of Roscommon**

#### **Setting**

*Landform:* Depressions on lake plains, depressions on outwash plains  
*Landform position (three-dimensional):* Talf  
*Down-slope shape:* Linear  
*Across-slope shape:* Linear  
*Parent material:* Sandy glaciofluvial deposits

#### **Typical profile**

*H1 - 0 to 3 inches:* mucky loamy sand  
*H2 - 3 to 60 inches:* sand

#### **Properties and qualities**

*Slope:* 0 to 2 percent  
*Depth to restrictive feature:* More than 80 inches  
*Natural drainage class:* Poorly drained  
*Runoff class:* Negligible  
*Capacity of the most limiting layer to transmit water (Ksat):* High to very high (5.95 to 19.98 in/hr)  
*Depth to water table:* About 0 inches  
*Frequency of flooding:* None  
*Frequency of ponding:* Frequent  
*Calcium carbonate, maximum in profile:* 10 percent  
*Available water storage in profile:* Low (about 4.4 inches)

#### **Interpretive groups**

*Land capability classification (irrigated):* None specified  
*Land capability classification (nonirrigated):* 6w  
*Hydrologic Soil Group:* A/D  
*Hydric soil rating:* Yes



Custom Soil Resource Report

*H3 - 20 to 60 inches: silty clay*

**Properties and qualities**

*Slope: 0 to 2 percent*

*Depth to restrictive feature: More than 80 inches*

*Natural drainage class: Poorly drained*

*Runoff class: Very high*

*Capacity of the most limiting layer to transmit water (Ksat): Very low to moderately low (0.00 to 0.06 in/hr)*

*Depth to water table: About 0 inches*

*Frequency of flooding: None*

*Frequency of ponding: Frequent*

*Calcium carbonate, maximum in profile: 30 percent*

*Available water storage in profile: Moderate (about 7.1 inches)*

**Interpretive groups**

*Land capability classification (irrigated): None specified*

*Land capability classification (nonirrigated): 5w*

*Hydrologic Soil Group: D*

*Hydric soil rating: Yes*

**WdC—Wind eroded land, sloping**

**Map Unit Composition**

*Wind eroded land: 100 percent*

*Estimates are based on observations, descriptions, and transects of the mapunit.*





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# GT Metro Fire Department

Permitting Agency Review

1. FIRE & EMERGENCY SERVICES SITE PLAN REVIEW
2. PLAN REVIEW FROM FIRE DEPARTMENT





# GRAND TRAVERSE METRO FIRE DEPARTMENT FIRE PREVENTION BUREAU

897 Parsons Road ~ Traverse City, MI 49686  
Phone: (231) 947-3000 Fax: (231) 947-8728 ~ Website: [www.gtmetrofire.org](http://www.gtmetrofire.org) Email: [info@gtmetrofire.org](mailto:info@gtmetrofire.org)

## SITE PLAN REVIEW APPLICATION

DATE: 11/14/17 (FOR OFFICE USE ONLY) ID# \_\_\_\_\_

APPLICANT/ COMPANY NAME: INFLUENCE DESIGN FORUM LLC

CONTACT PERSON: NATE ELKINS

ADDRESS: 120 E. FRONT ST. 2ND FLR LOFT

CITY: TRAVERSE CITY STATE: MI ZIP: 49684

PHONE NUMBERS: BUSINESS \_\_\_\_\_ CELL 231-944-4114

EMAIL: NATE@INFLUENCEDESIGNFORUM.COM

DEVELOPMENT/ BUSINESS NAME: KELLY RESTAURANTS

SITE ADDRESS: 4230 M-72 EAST TOWNSHIP: ACME

CITY: WILLIAMSBURG STATE: MI ZIP: 49690

SPECIFIC USE OF BUILDING: MIXED-USE DEVELOPMENT

BUILDING SIZE (LxWxH): SEE PLANS NUMBER of STORIES: SEE PLANS

CONSTRUCTION TYPE TBD SITE SERVICED BY <sup>GTB</sup>~~MUNICIPAL~~ WATER  YES  NO

**Complete civil engineering drawings shall be submitted with this application including the following:**


Plans drawn to scale showing property boundaries, building locations, topography, water supply main sizes and hydrant locations, all roads/designated fire lanes/ property access/egress points with dimensions and turning radius, building construction type, use group and presence of automatic fire protection systems.

### **Site Plan Review -available in district only (Acme, East Bay & Garfield Twps.)**

\$75.00 Includes 2 reviews

Additional reviews charged at \$75.00 per hour, minimum charge 1 hour

**\*\* All fees shall be paid before permit can be issued, requests for inspections, or approvals for occupancy.**

APPLICANT SIGNATURE: 





# 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](http://www.gtfire.org) Email: [Info@gtfire.org](mailto:Info@gtfire.org)

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### SITE PLAN REVIEW RECORD

ID # P-1192-5865-M6338

DATE: 11/30/17

PROJECT NAME: Kelly Mixed-Use Development

PROJECT ADDRESS: 4230 M-72 East

TOWNSHIP: Acme

APPLICANT NAME: Nate Elkins

APPLICANT COMPANY: Influence Design Forum LLC

APPLICANT ADDRESS: 120 E. Front St. 2<sup>nd</sup> Floor Loft

APPLICANT CITY: Traverse City      STATE: MI      ZIP: 49684

APPLICANT PHONE # 231-944-4114      FAX #

REVIEW FEE:      **\$75.00**

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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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## SITE PLAN REVIEW

ID # P-1192-5865-M6338

DATE: 11/30/17

### 1. 503.2.1 Dimensions.

Fire apparatus access roads shall have an unobstructed width of not less than 20 feet (6096 mm), exclusive of shoulders, except for approved security gates in accordance with Section 503.6, and an unobstructed vertical clearance of not less than 13 feet 6 inches (4115 mm).

### 2. 503.2.2 Authority.

The fire code official shall have the authority to require or permit modifications to the required access widths where they are inadequate for fire or rescue operations or where necessary to meet the public safety objectives of the jurisdiction.

**-Provide a minimum of 15 feet width at the East and West entrances to the complex where the parallel parking begins. Plans indicate a width of only 12 feet.**

### 3. 503.2.3 Surface.

Fire apparatus access roads shall be designed and maintained to support the imposed loads of fire apparatus and shall be surfaced so as to provide all-weather driving capabilities.

**-Plans indicate grass pavers on the fire apparatus access roads and the fire lanes that access the housing units. Grass pavers are not a maintainable surface and therefore are not allowed fire apparatus access roads and fire lanes.**

### 4. 503.2.5 Dead ends.

Dead-end fire apparatus access roads in excess of 150 feet (45 720 mm) in length shall be provided with an approved area for turning around fire apparatus.

**-Provide a turnaround or a connector fire department access road for the center housing units.**

### 5. 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.

**-Plans indicate homes that have access that exceeds the 150 foot requirement. Provide access that meets the above requirement.**





# GRAND TRAVERSE METRO FIRE DEPARTMENT

## FIRE PREVENTION BUREAU

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### 6. D105.1 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.

### 7. 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.

### 8. 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.

### 9. 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.

**-Aerial access may be required for any building exceeding 30 feet. Provide building heights. Plans indicate what may be aerial access, locations and dimensions are not clear.**

### 10. 507.5.1 Where required.

Where a portion of the facility or building hereafter constructed or moved into or within the jurisdiction is more than 400 feet (122 m) from a hydrant on a fire apparatus access road, as measured by an approved route around the exterior of the facility or building, on-site fire hydrants and mains shall be provided where required by the fire code official.

**-Additional fire hydrants may be required for commercial buildings in parking lot areas and also on the two way street for the East housing area.**

### 11. 507.5.4 Obstruction.

Unobstructed access to fire hydrants shall be maintained at all times. The fire department shall not be deterred or hindered from gaining immediate access to fire protection equipment or fire hydrants.





# GRAND TRAVERSE METRO FIRE DEPARTMENT

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### 12. 507.5.5 Clear space around hydrants.

A 3-foot (914 mm) clear space shall be maintained around the circumference of fire hydrants, except as otherwise required or approved.

### 13. 507.5.6 Physical protection.

Where fire hydrants are subject to impact by a motor vehicle, guard posts or other approved means shall comply with Section 312.

**- Fire hydrants cannot be obstructed by parking and bicycle racks as indicated on the plans. Install hydrants according to the criteria in 507.5.4, 507.5.5, and 507.5.6.**

### 14. 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 the address for each building on the street side of the building according to the above criteria.**

### 15. 505.2 Street or road signs.

Streets and roads shall be identified with approved signs. Temporary signs shall be installed at each street intersection when construction of new roadways allows passage by vehicles. Signs shall be of an approved size, weather resistant and be maintained until replaced by permanent signs.

### 16. 507.3 Fire flow.

Fire flow requirements for buildings or portions of buildings and facilities shall be determined by an approved method.

**-The very minimum fire flow required is 1500 gallons per minute. This amount could be greater based on building size and construction type.**

### 17. 3312.1 When required.

An approved water supply for fire protection, either temporary or permanent, shall be made available as soon as combustible material arrives on the site.





# GRAND TRAVERSE METRO FIRE DEPARTMENT

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### **18. 3310.1 Required access.**

Approved vehicle access for fire fighting shall be provided to all construction or demolition sites. Vehicle access shall be provided to within 100 feet (30 480 mm) of temporary or permanent fire department connections. Vehicle access shall be provided by either temporary or permanent roads, capable of supporting vehicle loading under all weather conditions. Vehicle access shall be maintained until permanent fire apparatus access roads are available.

**Resubmit updated drawings.**





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# MDOT

## Permitting Agency Review

1. RESPONSE FROM MDOT



**From:** Wiest, Jeremy (MDOT) [WiestJ@michigan.gov](mailto:WiestJ@michigan.gov)   
**Subject:** RE: KELLY\_acme twp pud submittal\_sewer demand  
**Date:** November 7, 2017 at 3:37 PM  
**To:** IDF (Nate Elkins) [nate@influencedesignforum.com](mailto:nate@influencedesignforum.com)  
**Cc:** Burzynski, Steve (MDOT) [BurzynskiS@michigan.gov](mailto:BurzynskiS@michigan.gov), Liptak, Rick (MDOT) [LiptakR@michigan.gov](mailto:LiptakR@michigan.gov)



Nathan,

I appreciate the opportunity to review the development concepts prior to them getting too far along in the process.

To start MDOT does not have any plans to do any sort of work in this area, not even in our 5-year plan. I do know that the Tribe has talked about doing work to the Acme Creek culvert that crosses under M-72. And with that they may continue the 5 lane section from the intersection east to the roundabout, but don't quote me on any of that as I'm speaking for the Tribe. The only thing that I'm sure about is that MDOT doesn't have any planned work in this location.

Looking at the provided sight plan I do have some concerns with the spacing between the existing driveways (M-72 Auto Wash and Northern Michigan Veterinary Hospital) and the proposed development driveways. We would like to see more interconnection with the properties that are not part of this development to reduce the number of driveways out onto M-72.

If you have any questions please let me know.

Thanks!

Jeremy

---

**Jeremy R Wiest, P.E.**  
**Permit Engineer**  
*Michigan Department of Transportation  
Traverse City Transportation Service Center  
2084 US-31 South, Suite B  
Traverse City, MI 49685  
Phone: 231-941-1986*

---

**From:** IDF (Nate Elkins) [<mailto:nate@influencedesignforum.com>]  
**Sent:** Tuesday, November 7, 2017 12:29 PM  
**To:** Wiest, Jeremy (MDOT) <[WiestJ@michigan.gov](mailto:WiestJ@michigan.gov)>  
**Subject:** KELLY\_acme twp pud submittal\_sewer demand

Dear Mr. Wiest,



We are preparing a PUD / mixed-use development plan submittal for our client Dan Kelly in Acme Township. The project is located at 4230 M-72 East (property currently has the Williamsburg Events Center, Catering By Kelly's commercial kitchen, a private home, and 2 other commercial buildings).

I understand its early on in the planning process and Mr. Kelly has not even been approved for the PUD by the Township, but I would like to begin the conversation prior to submittal so we can be better prepared to address the Acme Township Planning Commission. We currently show one concept that would require drivers to exit right-only and use the new round-a-bouts to return westbound. We also show (2) possible street connections to the VGT property to the east to improve future access management.

It is also my understanding that MDOT has current plans to make changes to the road (widening and new sidewalks) adjacent to the property so it will be important to coordinate those proposed improvements.

The submittal for the PUD will be going in the week of Thanksgiving and it would be much appreciated if we could arrange a time to discuss Mr. Kelly's project prior to then.

Please call or email me directly with any questions - All the Best,

Nathan Elkins, ASLA / Studio Director / IDF / Research, Planning & Design / 120 East Front Street, 2nd Floor Loft / Downtown Traverse City, Michigan / [www.influencedesignforum.com](http://www.influencedesignforum.com) / (231) 944-4114

Influence Design Forum (IDF) Studio is a multidisciplinary collective of professionals exploring the seams that make up the outdoor spaces we inhabit everyday - through an ecological and social context exploring the landscape, art, culture and the built environment. Our Studio brings together a diverse group of designers, planners, artists, scientists, engineers and policy makers to problem solve, innovate and research new ideas for the future.

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**From:** Wiest, Jeremy (MDOT) WiestJ@michigan.gov  
**Subject:** RE: KELLY\_acme twp pud submittal\_sewer demand  
**Date:** November 8, 2017 at 11:46 AM  
**To:** IDF (Nate Elkins) nate@influencedesignforum.com  
**Cc:** Burzynski, Steve (MDOT) BurzynskiS@michigan.gov, Liptak, Rick (MDOT) LiptakR@michigan.gov



Nate,

As I mentioned during our phone conversation it would be in the developers best interest to have a Traffic Impact Study completed. By having this completed it would tell if there is a need for any improvement to the M-72 roadway. As I mentioned there are concerns with the number of driveways and the spacing between them. Along with the lefts into the sight given the number of driveways in a short stretch. Something else that we didn't discuss is the impact of having access to and from the VGT property.

If you have any other questions/concerns please let me know.

Thanks!

Jeremy

---

**Jeremy R Wiest, P.E.**  
**Permit Engineer**  
*Michigan Department of Transportation*  
*Traverse City Transportation Service Center*  
*2084 US-31 South, Suite B*  
*Traverse City, MI 49685*  
*Phone: 231-941-1986*

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**Jeremy R Wiest, P.E.**

***Permit Engineer***

*Michigan Department of Transportation*

*Traverse City Transportation Service Center*

*2084 US-31 South, Suite B*

*Traverse City, MI 49685*

*Phone: 231-941-1986*

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Nathan Elkins, ASLA / Studio Director / IDF / Research, Planning & Design / 120 East Front Street, 2nd Floor Loft / Downtown Traverse City, Michigan / [www.influencedesignforum.com](http://www.influencedesignforum.com) / (231) 944-4114

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# MDEQ

## Permitting Agency Review

1. PRE-APPLICATION REVIEW
2. RESPONSE FROM MDEQ
3. COPIES OF (2) SOIL SAMPLING LOCATIONS & REPORTS FROM GFA



# Pre-Application Meeting Request Part 301 (Inland Lakes and Streams), Part 303 (Wetlands Protection)

version 1.5

(Submission #: HN9-QDAA-SF38S, revision 1)

## Thank you for your submission!

Your submission has successfully been submitted. A confirmation message has been issued to you at [nate@influencedesignforum.com](mailto:nate@influencedesignforum.com). We recommend that you retain a copy of your receipt for this transaction by using the Print Receipt function.

## RECEIPT

**Submission #** HN9-QDAA-SF38S

**Submitted on** 11/29/2017 4:06 PM

**Fee** \$100.00

**Amount Paid** \$0.00

---

**Amount Due** **\$100.00**

**⚠ Your submission will not be processed until paid in full.**





RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF ENVIRONMENTAL QUALITY  
CADILLAC



C. HEIDI GREETHER  
DIRECTOR

December 6, 2017

Dan Kelly  
4240 M-72 East Highway  
Williamsburg, MI 49690

Dear Dan Kelly:

SUBJECT: Preapplication Meeting  
Michigan Department of Environmental Quality (MDEQ)  
Submission Number HN9-QDAA-SF38S

This letter is a follow-up to our November 30th, preapplication meeting regarding the proposed project in Williamsburg, Grand Traverse County. The purpose of a preapplication meeting is to provide you with information that will clarify the permit process, answer preliminary questions about your specific project in order to avoid delays at a later date, and to determine, if possible, the need for wetland or inland lakes and streams permits.

During this meeting we reviewed the need to obtain a permit under Part 301, Inland Lakes and Streams; Part 303, Wetlands Protection, and Part 31 Water Resources, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended (NREPA). The review was based on discussion of the proposed project and/or draft permit application, the proposed site, and potential modifications to the project discussed during our meeting.

Based on the information provided with the draft project plans reviewed on site and in our office, including your delineation of wetlands on the proposed project site, the MDEQ's Water Resources Division (WRD) has determined that a permit is required under Part 301, Part 303 and Part 31, of the NREPA. Please reference the submission number at the top of this letter when submitting a permit application for this project.

This determination is based on the project plan prepared by Nate Elkins of IDF, along with other information discussed at the time of this meeting only. Provided that the proposed project and location are not altered, this determination is binding on the MDEQ for a period of two years from the date of this meeting.

During the review of the project site, the MDEQ's Water Resources Division (WRD) made the following findings regarding the need for a permit under Part 301, Part 303, and Part 31 of the NREPA:

- A permit is required for the project as proposed.
- A permit is not required for the project as proposed.
- It cannot be determined whether a permit is required given the information presented at this time.

During the review of the proposed project, the WRD noted activities that, as currently designed, would require authorization under:



Floodplain Regulatory Authority found in Part 31, Water Resources Protection, of the NREPA.

Section 404 of the federal Clean Water Act and/or the federal Rivers and Harbors Act from the United States Army Corps of Engineers.

During the meeting, we also discussed a number of issues related to the project, including the following:

- Information on completing an application form.
- Possible alternative design options to minimize project effects on aquatic resources, *specifically* the placement and orientation of storm water management structures and the conversion of retention structures that are currently in place.
- Potential adverse effects to aquatic resources on the site that may result from the proposed project, *specifically* the conversion of the storm water retention pond near M-72.
- Potential floodplain effects. We recommend that you discuss this issue further with the WRD District Floodplain Engineer, Susan Conradson.

Please note that this is not a permit. The WRD cannot indicate during a preapplication meeting whether or not a permit will be issued. The WRD cannot make a decision regarding a permit until it has considered all of the information provided in the final permit application, and, in some instances, has also considered comments received in response to a public notice of the project. Therefore, the WRD cannot legally tell you whether the project will be permitted in advance of a permit application being submitted and reviewed.

The MDEQ submission number assigned to this project is HN9-QDAA-SF38S. Please keep a record of this submission number and use it when submitting a final application or otherwise corresponding with our office on this project.

We appreciate the opportunity to meet with you or your representative to address these concerns. We have established a submission for this project, and the information submitted to date will be used to facilitate processing of the final application. If you should have follow-up questions before then, please contact me at 231-429-5244; SchockN@michigan.gov; or MDEQ, WRD, Cadillac District Office, 120 West Chapin Street, Cadillac, MI, 49601-2158.

Sincerely,

*Neil Schock*

Neil Schock  
Water Resources Division





**WETLAND DETERMINATION DATA FORM - Northcentral and Northeast Region**

Project/Site: 17237 Acme Creek City/County: GRAND TRAVERS Sampling Date: 6/30/2017  
 Applicant/Owner: Dan Kelly State: MI Sampling Point: 1  
 Investigator(s): JON J ARLETH PE, PS #1245 Section, Township, Range: SEC 2, T27N, R10W  
 Landform (hillslope, terrace, etc.): Hillslope Local relief (concave, convex, none): Concave  
 Slope (%): 0-5 Lat.: N44 46' 12" Long.: W85 29' 28" Datum: WGS84  
 Soil Map Unit Name: Lu—Carlisle muck NWI Classification: PFO1/4B  
 Are climatic/hydrologic conditions of the site typical for this time of the year? YES (If no, explain in remarks)  
 Are vegetation \_\_\_\_\_, soil \_\_\_\_\_, or hydrology \_\_\_\_\_ significantly disturbed? Are "normal  
 Are vegetation \_\_\_\_\_, soil \_\_\_\_\_, or hydrology \_\_\_\_\_ naturally problematic? circumstances" present? Yes  
 (If needed, explain any answers in remarks)

**SUMMARY OF FINDINGS**

Hydrophytic vegetation present? <u>Y</u>	<b>Is the sampled area within a wetland?</b> <u>Y</u>
Hydric soil present? <u>Y</u>	
Indicators of wetland hydrology present? <u>Y</u>	
If yes, optional wetland site ID: _____	
Remarks: (Explain alternative procedures here or in a separate report.)	
PALUSTRINE FORESTED WETLAND WITH A MIX OF DECIDUOUS AND CONIFERIOUS TREES WITH A SATURATED WATER REGIME.	

**HYDROLOGY**

Primary Indicators (minimum of one is required; check all that apply) <input type="checkbox"/> Surface Water (A1) <input checked="" type="checkbox"/> High Water Table (A2) <input checked="" type="checkbox"/> Saturation (A3) <input type="checkbox"/> Water Marks (B1) <input type="checkbox"/> Sediment Deposits (B2) <input type="checkbox"/> Drift Deposits (B3) <input type="checkbox"/> Algal Mat or Crust (B4) <input type="checkbox"/> Iron Deposits (B5) <input type="checkbox"/> Inundation Visible on Aerial Imagery (B7) <input type="checkbox"/> Sparsely Vegetated Concave Surface (B8)	Secondary Indicators (minimum of two required) <input type="checkbox"/> Water-Stained Leaves (B9) <input type="checkbox"/> Aquatic Fauna (B13) <input type="checkbox"/> Marl Deposits (B15) <input type="checkbox"/> Hydrogen Sulfide Odor (C1) <input type="checkbox"/> Oxidized Rhizospheres on Living Roots (C3) <input type="checkbox"/> Presence of Reduced Iron (C4) <input type="checkbox"/> Recent Iron Reduction in Tilled Soils (C6) <input type="checkbox"/> Thin Muck Surface (C7) <input type="checkbox"/> Other (Explain in Remarks)	<input type="checkbox"/> Surface Soil Cracks (B6) <input type="checkbox"/> Drainage Patterns (B10) <input checked="" type="checkbox"/> Moss Trim Lines (B16) <input type="checkbox"/> Dry-Season Water Table (C2) <input type="checkbox"/> Crayfish Burrows (C8) <input type="checkbox"/> Saturation Visible on Aerial Imagery (C9) <input type="checkbox"/> Stunted or Stressed Plants (D1) <input checked="" type="checkbox"/> Geomorphic Position (D2) <input type="checkbox"/> Shallow Aquitard (D3) <input type="checkbox"/> FAC-Neutral Test (D5) <input type="checkbox"/> Microtopographic Relief (D4)
Field Observations: Surface water present? Yes _____ No <u>X</u> Depth (inches): _____ Water table present? Yes <u>X</u> No _____ Depth (inches): <u>11</u> Saturation present? Yes <u>X</u> No _____ Depth (inches): <u>6</u> (includes capillary fringe)	<b>Indicators of wetland hydrology present?</b> <u>Y</u>	
Describe recorded data (stream gauge, monitoring well, aerial photos, previous inspections), if available:		
Remarks:		





**VEGETATION - Use scientific names of plants**

**Sampling Point:** 1

Tree Stratum	Plot Size ( 30' )	Absolute % Cover	Dominant Species	Indicator Status	<b>50/20 Thresholds</b>		
1 <i>Fraxinus nigra</i>		40	Y	FACW	Tree Stratum	20%	50%
2 <i>Populus balsamifera</i>		20	Y	FACW	Sapling/Shrub Stratum	15	38
3 <i>Populus balsamifera</i>		10	N	FACW	Herb Stratum	0	0
4 <i>Quercus alba</i>		5	N	FACU	Woody Vine Stratum	16	40
5						0	0
6					<b>Dominance Test Worksheet</b>		
7					Number of Dominant Species that are OBL, FACW, or FAC: <u>4</u> (A)		
8					Total Number of Dominant Species Across all Strata: <u>4</u> (B)		
9					Percent of Dominant Species that are OBL, FACW, or FAC: <u>100.00%</u> (A/B)		
10		<u>75</u> = Total Cover			<b>Prevalence Index Worksheet</b>		
<b>Sapling/Shrub Stratum</b> Plot Size ( 10' )					Total % Cover of:		
1					OBL species	<u>50</u> x 1 =	<u>50</u>
2					FACW species	<u>90</u> x 2 =	<u>180</u>
3					FAC species	<u>10</u> x 3 =	<u>30</u>
4					FACU species	<u>5</u> x 4 =	<u>20</u>
5					UPL species	<u>0</u> x 5 =	<u>0</u>
6					Column totals	<u>155</u> (A)	<u>280</u> (B)
7					Prevalence Index = B/A = <u>1.81</u>		
8					<b>Hydrophytic Vegetation Indicators:</b>		
9					<input type="checkbox"/> Rapid test for hydrophytic vegetation		
10					<input checked="" type="checkbox"/> Dominance test is >50%		
11					<input checked="" type="checkbox"/> Prevalence index is ≤3.0*		
12					Morphological adaptations* (provide supporting data in Remarks or on a separate sheet)		
13					<input type="checkbox"/> Problematic hydrophytic vegetation* (explain)		
14					*Indicators of hydric soil and wetland hydrology must be present, unless disturbed or problematic		
15		<u>0</u> = Total Cover			<b>Definitions of Vegetation Strata:</b>		
<b>Herb Stratum</b> Plot Size ( 5' )					<b>Tree</b> - Woody plants 3 in. (7.6 cm) or more in diameter at breast height (DBH), regardless of height.		
1					<b>Sapling/shrub</b> - Woody plants less than 3 in. DBH and greater than 3.28 ft (1 m) tall.		
2					<b>Herb</b> - All herbaceous (non-woody) plants, regardless of size, and woody plants less than 3.28 ft tall.		
3					<b>Woody vines</b> - All woody vines greater than 3.28 ft in height.		
4					<b>Hydrophytic vegetation present?</b> <u>Y</u>		
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15		<u>80</u> = Total Cover					
<b>Woody Vine Stratum</b> Plot Size ( 10' )							
1							
2							
3							
4							
5							
		<u>0</u> = Total Cover					

Remarks: (Include photo numbers here or on a separate sheet)





**WETLAND DETERMINATION DATA FORM - Northcentral and Northeast Region**

Project/Site: 17237 Acme Creek City/County: GRAND TRAVERS Sampling Date: 6/30/2017  
 Applicant/Owner: Dan Kelly State: MI Sampling Point: 2  
 Investigator(s): JON J ARLETH PE, PS #1245 Section, Township, Range: SEC 2, T27N, R10W  
 Landform (hillslope, terrace, etc.): Hillslope Local relief (concave, convex, none): Concave  
 Slope (%): 20-Oct Lat.: N44 46' 13" Long.: W85 29' 27" Datum: WGS84  
 Soil Map Unit Name: KaC—Kalkaska loamy sand NWI Classification: N/A  
 Are climatic/hydrologic conditions of the site typical for this time of the year? YES (If no, explain in remarks)  
 Are vegetation \_\_\_\_\_, soil \_\_\_\_\_, or hydrology \_\_\_\_\_ significantly disturbed? Are "normal  
 Are vegetation \_\_\_\_\_, soil \_\_\_\_\_, or hydrology \_\_\_\_\_ naturally problematic? circumstances" present? Yes  
 (If needed, explain any answers in remarks)

**SUMMARY OF FINDINGS**

Hydrophytic vegetation present? <u>N</u>	<b>Is the sampled area within a wetland?</b> <u>N</u>  If yes, optional wetland site ID: _____
Hydric soil present? <u>N</u>	
Indicators of wetland hydrology present? <u>N</u>	
Remarks: (Explain alternative procedures here or in a separate report.)  <p style="text-align: center;"><b>PALUSTRINE FORESTED WETLAND WITH A MIX OF DECIDUOUS AND CONIFERIOUS TREES WITH A SATURATED WATER REGIME.</b></p>	

**HYDROLOGY**

Primary Indicators (minimum of one is required; check all that apply) <input type="checkbox"/> Surface Water (A1) <input type="checkbox"/> Water-Stained Leaves (B9) <input type="checkbox"/> High Water Table (A2) <input type="checkbox"/> Aquatic Fauna (B13) <input type="checkbox"/> Saturation (A3) <input type="checkbox"/> Marl Deposits (B15) <input type="checkbox"/> Water Marks (B1) <input type="checkbox"/> Hydrogen Sulfide Odor (C1) <input type="checkbox"/> Sediment Deposits (B2) <input type="checkbox"/> Oxidized Rhizospheres on Living <input type="checkbox"/> Drift Deposits (B3) <input type="checkbox"/> Roots (C3) <input type="checkbox"/> Algal Mat or Crust (B4) <input type="checkbox"/> Presence of Reduced Iron (C4) <input type="checkbox"/> Iron Deposits (B5) <input type="checkbox"/> Recent Iron Reduction in Tilled <input type="checkbox"/> Inundation Visible on Aerial <input type="checkbox"/> Soils (C6) Imagery (B7) <input type="checkbox"/> Thin Muck Surface (C7) <input type="checkbox"/> Sparsely Vegetated Concave <input type="checkbox"/> Other (Explain in Remarks) Surface (B8)		Secondary Indicators (minimum of two required) <input type="checkbox"/> Surface Soil Cracks (B6) <input type="checkbox"/> Drainage Patterns (B10) <input type="checkbox"/> Moss Trim Lines (B16) <input type="checkbox"/> Dry-Season Water Table (C2) <input type="checkbox"/> Crayfish Burrows (C8) <input type="checkbox"/> Saturation Visible on Aerial Imagery (C9) <input type="checkbox"/> Stunted or Stressed Plants (D1) <input type="checkbox"/> Geomorphic Position (D2) <input type="checkbox"/> Shallow Aquitard (D3) <input type="checkbox"/> FAC-Neutral Test (D5) <input type="checkbox"/> Microtopographic Relief (D4)
Field Observations: Surface water present? Yes _____ No <u>X</u> Depth (inches): _____ Water table present? Yes _____ No <u>X</u> Depth (inches): _____ Saturation present? Yes _____ No <u>X</u> Depth (inches): _____ (includes capillary fringe)	<b>Indicators of wetland hydrology present?</b> <u>N</u>	
Describe recorded data (stream gauge, monitoring well, aerial photos, previous inspections), if available:		
Remarks:		





**VEGETATION - Use scientific names of plants**

**Sampling Point:** 2

Tree Stratum					50/20 Thresholds		
Plot Size ( 30' )	Absolute % Cover	Dominant Species	Indicator Status		20%	50%	
1 <u>Malus</u>	40	Y	FACU	Tree Stratum	20	50	
2 <u>Acer rubrum</u>	20	Y	FACU	Sapling/Shrub Stratum	2	5	
3 <u>Fraxinus nigra</u>	20	Y	FACW	Herb Stratum	8	20	
4 <u>Pinus strobus</u>	20	Y	FACU	Woody Vine Stratum	0	0	
5 _____	_____	_____	_____	<b>Dominance Test Worksheet</b>			
6 _____	_____	_____	_____	Number of Dominant Species that are OBL, FACW, or FAC: <u>3</u> (A)			
7 _____	_____	_____	_____	Total Number of Dominant Species Across all Strata: <u>8</u> (B)			
8 _____	_____	_____	_____	Percent of Dominant Species that are OBL, FACW, or FAC: <u>37.50%</u> (A/B)			
9 _____	_____	_____	_____	<b>Prevalence Index Worksheet</b>			
10 _____	100 = Total Cover	_____	_____	Total % Cover of:			
				OBL species <u>0</u> x 1 = <u>0</u>			
				FACW species <u>30</u> x 2 = <u>60</u>			
				FAC species <u>20</u> x 3 = <u>60</u>			
				FACU species <u>100</u> x 4 = <u>400</u>			
				UPL species <u>0</u> x 5 = <u>0</u>			
				Column totals <u>150</u> (A) <u>520</u> (B)			
				Prevalence Index = B/A = <u>3.47</u>			
Sapling/Shrub Stratum					<b>Hydrophytic Vegetation Indicators:</b>		
Plot Size ( 10' )	Absolute % Cover	Dominant Species	Indicator Status		<input type="checkbox"/> Rapid test for hydrophytic vegetation <input type="checkbox"/> Dominance test is >50% <input type="checkbox"/> Prevalence index is ≤3.0* <input type="checkbox"/> Morphological adaptations* (provide supporting data in Remarks or on a separate sheet) <input type="checkbox"/> Problematic hydrophytic vegetation* (explain) *Indicators of hydric soil and wetland hydrology must be present, unless disturbed or problematic		
1 <u>Fraxinus nigra</u>	10	Y	FACW	_____	<b>Definitions of Vegetation Strata:</b>		
2 _____	_____	_____	_____	_____	<b>Tree</b> - Woody plants 3 in. (7.6 cm) or more in diameter at breast height (DBH), regardless of height.		
3 _____	_____	_____	_____	_____	<b>Sapling/shrub</b> - Woody plants less than 3 in. DBH and greater than 3.28 ft (1 m) tall.		
4 _____	_____	_____	_____	_____	<b>Herb</b> - All herbaceous (non-woody) plants, regardless of size, and woody plants less than 3.28 ft tall.		
5 _____	_____	_____	_____	_____	<b>Woody vines</b> - All woody vines greater than 3.28 ft in height.		
6 _____	_____	_____	_____	_____	<b>Hydrophytic vegetation present?</b> <u>N</u>		
7 _____	_____	_____	_____	_____			
8 _____	_____	_____	_____	_____			
9 _____	_____	_____	_____	_____			
10 _____	10 = Total Cover	_____	_____	_____			
Herb Stratum							
Plot Size ( 5' )	Absolute % Cover	Dominant Species	Indicator Status				
1 <u>Toxicodendron radicans</u>	20	Y	FAC	_____			
2 <u>Lolium perenne</u>	10	Y	FACU	_____			
3 <u>Pteridium aquilinum</u>	10	Y	FACU	_____			
4 _____	_____	_____	_____	_____			
5 _____	_____	_____	_____	_____			
6 _____	_____	_____	_____	_____			
7 _____	_____	_____	_____	_____			
8 _____	_____	_____	_____	_____			
9 _____	_____	_____	_____	_____			
10 _____	_____	_____	_____	_____			
11 _____	_____	_____	_____	_____			
12 _____	_____	_____	_____	_____			
13 _____	_____	_____	_____	_____			
14 _____	_____	_____	_____	_____			
15 _____	40 = Total Cover	_____	_____	_____			
Woody Vine Stratum							
Plot Size ( 10' )	Absolute % Cover	Dominant Species	Indicator Status				
1 _____	_____	_____	_____	_____			
2 _____	_____	_____	_____	_____			
3 _____	_____	_____	_____	_____			
4 _____	_____	_____	_____	_____			
5 _____	0 = Total Cover	_____	_____	_____			

Remarks: (Include photo numbers here or on a separate sheet)





**SOIL**

**Sampling Point:** 2

Profile Description: (Describe to the depth needed to document the indicator or confirm the absence of indicators.)

Depth (Inches)	Matrix		Redox Features				Texture	Remarks
	Color (moist)	%	Color (moist)	%	Type*	Loc**		
0-14"	10YR 4 4	100					SANDY LOAM	
14-27"	10YR 5 3	100					LOAMY SAND	
27-39"	10YR 5 3	90	5YR 5 8	10			LOAMY SAND	

\*Type: C=Concentration, D=Depletion, RM=Reduced Matrix, CS=Covered or Coated Sand Grains

\*\*Location: PL=Pore Lining, M=Matrix

**Hydric Soil Indicators:**

- Histisol (A1)
- Histic Epipedon (A2)
- Black Histic (A3)
- Hydrogen Sulfide (A4)
- Stratified Layers (A5)
- Depleted Below Dark Surface (A11)
- Thick Dark Surface (A12)
- Sandy Mucky Mineral (S1)
- Sandy Gleyed Matrix (S4)
- Sandy Redox (S5)
- Stripped Matrix (S6)
- Dark Surface (S7) (LRR R, MLRA 149B)
- Polyvalue Below Surface (S8) (LRR R, MLRA 149B)
- Thin Dark Surface (S9) (LRR R, MLRA 149B)
- Loamy Mucky Mineral (F1) (LRR K, L)
- Loamy Gleyed Matrix (F2)
- Depleted Matrix (F3)
- Redox Dark Surface (F6)
- Depleted Dark Surface (F7)
- Redox Depressions (F8)

**Indicators for Problematic Hydric Soils:**

- 2 cm Muck (A10) (LRR K, L, MLRA 149B)
- Coast Prairie Redox (A16) (LRR K, L, R)
- 5 cm Mucky Peat or Peat (S3) (LRR K, L, R)
- Dark Surface (S7) (LRR K, L)
- Polyvalue Below Surface (S8) (LRR K, L)
- Thin Dark Surface (S9) (LRR K, L)
- Iron-Manganese Masses (F12) (LRR K, L, R)
- Piedmont Floodplain Soils (F19) (MLRA 149B)
- Mesic Spodic (TA6) (MLRA 144A, 145, 149B)
- Red Parent Material (TF2)
- Very Shallow Dark Surface (TF12)
- Other (Explain in Remarks)

\*Indicators of hydrophytic vegetation and wetland hydrology must be present, unless disturbed or problematic

Restrictive Layer (if observed):  
Type: \_\_\_\_\_  
Depth (inches): \_\_\_\_\_

Hydric soil present?   N  

Remarks:





**SOIL**

**Sampling Point:** 1

Profile Description: (Describe to the depth needed to document the indicator or confirm the absence of indicators.)

Depth (Inches)	Matrix		Redox Features				Texture	Remarks
	Color (moist)	%	Color (moist)	%	Type*	Loc**		
0-11"	2.5YR 2.5 1	100					LOAMY CLAY	HIGH ORGANIC
11-24"	2.5Y 4 2	100					LOAMY SAND	
24-27"	7.5YR 2.5 1	100					SANDY PEAT	HIGH ORGANIC
27-30"	2.5Y 4 2	100					LOAMY SAND	
30-38"	7.5YR 2.5 1	100					SANDY PEAT	

\*Type: C=Concentration, D=Depletion, RM=Reduced Matrix, CS=Covered or Coated Sand Grains

\*\*Location: PL=Pore Lining, M=Matrix

**Hydric Soil Indicators:**

- Histisol (A1)
- Histic Epipedon (A2)
- Black Histic (A3)
- Hydrogen Sulfide (A4)
- Stratified Layers (A5)
- Depleted Below Dark Surface (A11)  (LRR K, L)
- Thick Dark Surface (A12)
- Sandy Mucky Mineral (S1)
- Sandy Gleyed Matrix (S4)
- Sandy Redox (S5)
- Stripped Matrix (S6)
- Dark Surface (S7) (LRR R, MLRA 149B)
- Polyvalue Below Surface (S8) (LRR R, MLRA 149B)
- Thin Dark Surface (S9) (LRR R, MLRA 149B)
- Loamy Mucky Mineral (F1)
- Loamy Gleyed Matrix (F2)
- Depleted Matrix (F3)
- Redox Dark Surface (F6)
- Depleted Dark Surface (F7)
- Redox Depressions (F8)

**Indicators for Problematic Hydric Soils:**

- 2 cm Muck (A10) (LRR K, L, MLRA 149B)
- Coast Prairie Redox (A16) (LRR K, L, R)
- 5 cm Mucky Peat or Peat (S3) (LRR K, L, R)
- Dark Surface (S7) (LRR K, L)
- Polyvalue Below Surface (S8) (LRR K, L)
- Thin Dark Surface (S9) (LRR K, L)
- Iron-Manganese Masses (F12) (LRR K, L, R)
- Piedmont Floodplain Soils (F19) (MLRA 149B)
- Mesic Spodic (TA6) (MLRA 144A, 145, 149B)
- Red Parent Material (TF2)
- Very Shallow Dark Surface (TF12)
- Other (Explain in Remarks)

\*Indicators of hydrophytic vegetation and wetland hydrology must be present, unless disturbed or problematic

Restrictive Layer (if observed):

Type: \_\_\_\_\_

Depth (inches): \_\_\_\_\_

**Hydric soil present?**  Y

Remarks:





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# CORRESPONDENCE FROM TOWNSHIP

1. PARKING CALCULATIONS
2. LETTER, DATED OCTOBER 2, 2017 REGARDING SHORT-TERM RENTALS



Use	Units / ft <sup>2</sup>	Required	Use Total
Detached Flats	76	2 / unit	152
Commercial	46,300	4/1000 ft <sup>2</sup>	185
Office	17,900	3/1000 ft <sup>2</sup>	54
Multifamily	46	1.5 / unit	69
<b>Total</b>			<b>460</b>

SCENARIO 1

Use	Area; #	Base	Spaces	Total
Office	17,900	1,000	3	54
Flats ("lodging")	76	per unit	2	152
<b>Total</b>				<b>206</b>
Shared Parking Function				1.7
<b>Shared Total</b>				<b>121</b>
Use	Area; #	Base	Spaces	Total
Commercial	46,300	1,000	4	185
Multifamily	46	per unit	1.5	69
<b>Total</b>				<b>254</b>
Shared Parking Function				1.2
<b>Shared Total</b>				<b>212</b>
<b>Total</b>				<b>333</b>

SCENARIO 2

Use	Area; #	Base	Spaces	Total
Commercial	46,300	1,000	4	185
Flats ("lodging")	76	per unit	2	152
<b>Total</b>				<b>337</b>
Shared Parking Function				1.3
<b>Shared Total</b>				<b>259</b>
Use	Area; #	Base	Spaces	Total
Office	17,900	1,000	3	54
Multifamily	46	per unit	1.5	69
<b>Total</b>				<b>123</b>
Shared Parking Function				1.4
<b>Shared Total</b>				<b>88</b>
<b>Total</b>				<b>347</b>

SCENARIO 3

Use	Area; #	Base	Spaces	Total
Commercial	46,300	1,000	4	185
Office	17,900	1,000	3	54
<b>Total</b>				<b>239</b>
Shared Parking Function				1.2
<b>Shared Total</b>				<b>199</b>
Use	Area; #	Base	Spaces	Total



Flats ("lodging")	76	per unit	2	152
Multifamily	46	per unit	1.5	69
<b>Total</b>				<b>221</b>
Shared Parking Function				0
<b>Shared Total</b>				<b>221</b>
<b>Total</b>				<b>420</b>





# Planning and Zoning

6042 Acme Road | Williamsburg, MI | 49690

Phone: (231) 938-1350 Fax: (231) 938-1510 Web: [www.acmetownship.org](http://www.acmetownship.org)

October 2, 2017

Dan Kelly  
4240 E M-72  
Williamsburg, MI 49690

RE: short-term rentals

Mr. Kelly,

I have spoken with our township counsel who agreed with me that your proposed development at the property where your catering facility exists and adjacent parcels will not be jeopardized by any ruling the Township Board takes on short-term rentals. The zoning of your property and the Planned Development approval you are seeking will allow your proposal to operate as a mixed-use development where individual, detached units may be condominiumized for residential or short-term rental use. These short-term rentals will not require a permit if allowed under the Planned Development approval.

Please note that this opinion does not guarantee final approval of the project by the Planning Commission or Township Board.

**Shawn Winter**  
Planning & Zoning Administrator - Acme Township  
[swinter@acmetownship.org](mailto:swinter@acmetownship.org)





ACME TOWNSHIP ZONING  
6042 ACME RD  
WILLIAMSBURG, MI 49690

Preliminary Review #25061 for Planned Unit Development  
Kelly Restaurants LLC  
4240 E M72 Hwy

Parcel: 28-01-900-301-00, Acme Township

To Whom It May Concern:

This office has reviewed the submitted plans prepared by Influence Design Forum. We also field checked the parcel on December 5, 2017 and compared it to the proposed development plans.

There soil types on the proposed development area have diverse drainage and soil erosion potential.

- Kalkaska loamy sands - somewhat excessively drained and will provide excellent infiltration for storm water. These soils are not highly susceptible to erosion.
- Emmet sandy loam – well drained, but contains a higher percentage of clay and silt than the Kalkaska soil and is therefore slightly more susceptible to erosion.
- Guelph Nester loam – well drained, but can contain more poorly drained areas composed of more clay which are more susceptible to erosion.
- Lupton Muck – Hydric soil. These soils are within the wetland setback
- Roscommon mucky loamy sand – Hydric soil. These soils now contain a storm water basin by the existing dinner theater.

The Northwest half of the site has slopes of less than 2% in mostly sandy soil. There is a ridge of slightly steeper, yet sandy soil that parallels the creek on the south. This band is inland from the proposed wetland buffer. The South central part of the site contains some soils with up to 10% slope on generally more sandy soil. The loams and sandy loams are located on the east part of the site which is partly developed and not as steep.

The preliminary phasing plan for this PUD is the preferred method to develop the entire site. Phase I assures that the most sensitive area, paralleling the stream and wetlands, is completely stabilized before starting any excavation on Phase II. The movement of any sediment produced during construction of Phase II, III and IV will be further contained by the developed and stabilized areas of Phase I. Maintaining an undisturbed green belt is of utmost importance.

When the engineered site plan is submitted for approval, a final grading plan is required, which shows existing and final grades, in addition to soil erosion and sedimentation control measures with detailed Best Management Practices for soil erosion and sedimentation control.

We will also require a Maintenance Agreement and a surety deposit.



Upon preliminary review of the site plan and one initial site inspection, this office grants conceptual approval for a Soil Erosion and Sedimentation Control permit.

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/ Codes  
Nathan Elkins, Influence Design Forum





# TECHNICAL MEMORANDUM

## Preliminary Storm Water Review–Kelly PUD

To: Shawn Winter, Zoning Administrator  
From: Robert Verschaeve, P.E. *Robert M. Verschaeve*  
cc: Jay Zollinger, Supervisor

Date: December 7, 2017  
Re: Preliminary Storm Water Review–Kelly PUD

---

This preliminary review is being provided as requested by Acme Township for the storm water control measure concepts proposed for the Planned Unit Development (PUD) under consideration proposed by Kelly Restaurants. Currently, the storm water control plan included in the plans appear to be conceptual in nature. A narrative of the project includes a discussion of storm water control and runoff estimates by the project’s Civil Engineer, Ryan Cox. Should the project progress, each phase of construction will require a detailed storm water review of the storm water plans and calculations. General items for consideration with respect to Acme Township’s storm water ordinance (Ordinance No. 2007-01) are noted herein.

The proposed PUD consists of two mixed use neighborhoods which front the development with access from M-72. Several types of single family residential unit neighborhoods are then situated between the mixed-use neighborhoods and Acme Creek. The Stormwater Management Plan included in the PUD set identifies two “Mixed-Use” stormwater districts and five “Residential” stormwater districts ranging in size from 1.31 to 4.35 acres.

The general flow of stormwater identified in the mixed-use districts shows rainfall being conveyed from impervious surfaces to underground infiltration systems. Some green roof systems are noted where plants would take up some of the storm water. There are also outlets proposed from the infiltration systems which direct overflow to bioswales which ultimately discharge to Acme Creek. The residential districts generally appear to have less impervious surfaces. In addition to bioswales, additional stormwater management practices such as permeable pavement, raingardens, stone drains, and enhanced greenbelts are identified in the residential districts. Outlets to Acme Creek area also identified from the residential districts.

The storm water runoff estimates presented in the narrative are calculated based on the Modified Rational Method. This is an appropriate method and recognized in the ordinance. The preliminary volumes are based on the difference between a 25-year storm with developed conditions and a 2-year storm with undeveloped conditions. One of the districts is calculated with a 100-year storm due to a lack of outlet. These calculations generally follow the ordinance however consideration for a back to back 100-year storm may be necessary for the district lacking an outlet.

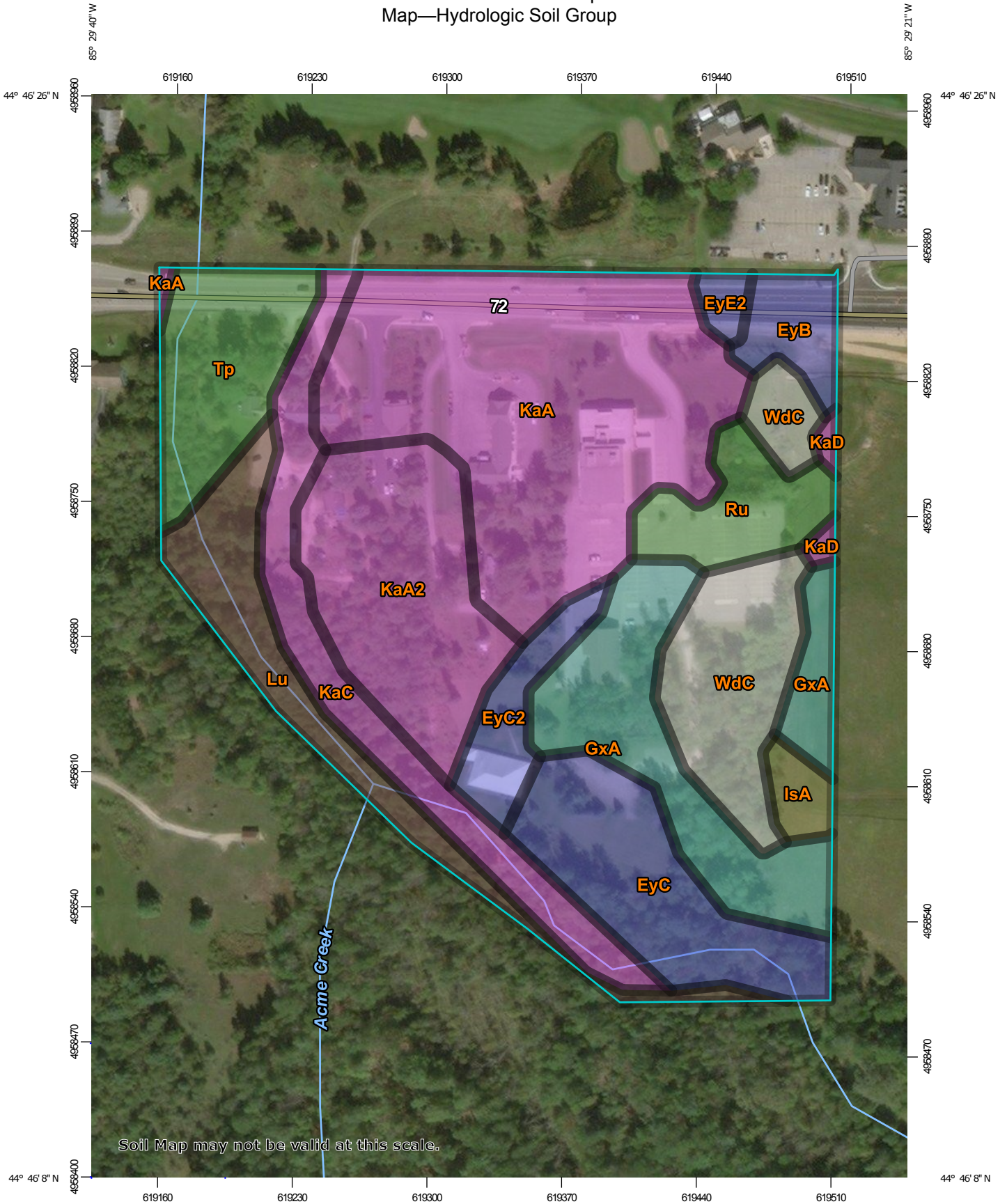
The type of soils present on the site will be a major consideration that will need to be investigated by the developer to ensure the storm water management techniques ultimately proposed are appropriate. The engineer recognizes this and provides a good commentary of it in the narrative. The USDA soil maps for the site were downloaded and are included with this memo for reference. The site has soils from several of the hydrologic soil groups A-D. In general, group A soils are sandy, have low runoff potential when wet, and can infiltrate water well. Group D soils are clayey, have high runoff potential when wet, and have restricted infiltration. Groups B and C are in-between. Providing for infiltration where the soils can accept it and appropriately addressing runoff from other areas of the site will be key to this project, and it appears to be understood by the engineer.



The stormwater ordinance identifies the necessary design criteria for infiltration/retention systems and detention systems. It appears these are the sections most applicable to this development. They should be familiar to the design engineer noted on the plans. Stormwater management practices identified on the plan are all acceptable practices when used where there are physically feasible. Many of them are innovative techniques that will still require thoughtful design and calculations for successful implementation. Important items that should be expected to be reviewed when construction plans are submitted include: appropriateness of system, runoff calculations, hydraulic calculations, materials, water levels, volumes, release rates, pre-treatment, emergency controls, and maintenance provisions. The narrative regarding the storm water control measures of the project generally indicates the engineer understands the ordinance and what will be required moving forward.

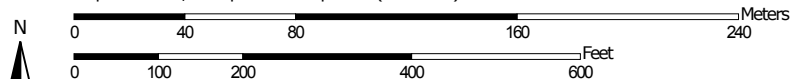


Custom Soil Resource Report  
Map—Hydrologic Soil Group



Soil Map may not be valid at this scale.

































Map Scale: 1:2,730 if printed on A portrait (8.5" x 11") sheet.



Map projection: Web Mercator Corner coordinates: WGS84 Edge tics: UTM Zone 16N WGS84



### MAP LEGEND

- Area of Interest (AOI)**
  -  Area of Interest (AOI)
- Soils**
  - Soil Rating Polygons**
    -  A
    -  A/D
    -  B
    -  B/D
    -  C
    -  C/D
    -  D
    -  Not rated or not available
  - Soil Rating Lines**
    -  A
    -  A/D
    -  B
    -  B/D
    -  C
    -  C/D
    -  D
    -  Not rated or not available
  - Soil Rating Points**
    -  A
    -  A/D
    -  B
    -  B/D
- Soils**
  -  C
  -  C/D
  -  D
  -  Not rated or not available
- Water Features**
  -  Streams and Canals
- Transportation**
  -  Rails
  -  Interstate Highways
  -  US Routes
  -  Major Roads
  -  Local Roads
- Background**
  -  Aerial Photography

### MAP INFORMATION

The soil surveys that comprise your AOI were mapped at 1:15,800.

Warning: Soil Map may not be valid at this scale.

Enlargement of maps beyond the scale of mapping can cause misunderstanding of the detail of mapping and accuracy of soil line placement. The maps do not show the small areas of contrasting soils that could have been shown at a more detailed scale.

Please rely on the bar scale on each map sheet for map measurements.

Source of Map: Natural Resources Conservation Service  
 Web Soil Survey URL:  
 Coordinate System: Web Mercator (EPSG:3857)

Maps from the Web Soil Survey are based on the Web Mercator projection, which preserves direction and shape but distorts distance and area. A projection that preserves area, such as the Albers equal-area conic projection, should be used if more accurate calculations of distance or area are required.

This product is generated from the USDA-NRCS certified data as of the version date(s) listed below.

Soil Survey Area: Grand Traverse County, Michigan  
 Survey Area Data: Version 11, Oct 5, 2017

Soil map units are labeled (as space allows) for map scales 1:50,000 or larger.

Date(s) aerial images were photographed: Dec 31, 2009—Jun 19, 2016

The orthophoto or other base map on which the soil lines were compiled and digitized probably differs from the background imagery displayed on these maps. As a result, some minor shifting of map unit boundaries may be evident.



**Table—Hydrologic Soil Group**

Map unit symbol	Map unit name	Rating	Acres in AOI	Percent of AOI
EyB	Emmet sandy loam, 2 to 6 percent slopes	B	0.7	2.5%
EyC	Emmet sandy loam, 6 to 12 percent slopes	B	2.4	9.1%
EyC2	Emmet sandy loam, 6 to 12 percent slopes, moderately eroded	B	0.8	3.1%
EyE2	Emmet sandy loam, 18 to 25 percent slopes, moderately eroded	B	0.2	0.8%
GxA	Guelph-Nester loams, 0 to 2 percent slopes	C	3.0	11.1%
IsA	Iosco-Ogemaw loamy sands, 0 to 2 percent slopes	C/D	0.3	1.3%
KaA	Kalkaska loamy sand, 0 to 2 percent slopes	A	6.6	24.7%
KaA2	Kalkaska loamy sand, 0 to 2 percent slopes, moderately eroded	A	3.1	11.6%
KaC	Kalkaska loamy sand, 6 to 12 percent slopes	A	2.3	8.4%
KaD	Kalkaska loamy sand, 12 to 18 percent slopes	A	0.1	0.5%
Lu	Carlisle muck, 0 to 2 percent slopes, cool	B/D	2.0	7.3%
Ru	Roscommon mucky loamy sand	A/D	1.2	4.4%
Tp	Tonkey-Hettinger-Pickford loams, overwash	A/D	1.8	6.7%
WdC	Wind eroded land, sloping		2.3	8.7%
<b>Totals for Area of Interest</b>			<b>26.9</b>	<b>100.0%</b>

**Rating Options—Hydrologic Soil Group**

*Aggregation Method: Dominant Condition*

*Component Percent Cutoff: None Specified*

*Tie-break Rule: Higher*



**TOWNSHIP OF ACME**  
**NOTICE OF HEARING**

PLEASE TAKE NOTICE that the ACME TOWNSHIP PLANNING COMMISSION will hold a public hearing at a regular meeting on Monday, January 8, 2018 at 7:00 p.m. in the Acme Township Hall, Acme, Michigan to consider the following application:

An application by Nate Elkins of Influence Design Forum, 120 E Front St, 2<sup>nd</sup> Floor Loft, Traverse City, MI 49685, on behalf of Dan Kelly, Kelly's Restaurant LLC, 4230 E M-72, Williamsburg, MI 49690, for a Planned Development approval to a retail/residential mixed-use development along M-72 and a series of resort-style neighborhoods to the rear of the properties located at 4160, 4200, and 4230 E M-72, Williamsburg, MI 49690, more fully described as:

Parcel No.: 28-01-102-011-00

PT NW 1/4, SEC 2 T27N R10W COM NW SEC CNR, S 86 DEG 43' E 596.16', S 01 DEG 17' W 145.81' TO SLY HWY R/W & POB, S 88 DEG 42' E 205.81', S 300.34', S 66 DEG 97' W 325.36' TO SLY SHR ACME CREEK, N 13 DEG 23' W 90.08', N 16 DEG 30' E 48.41' TH N 9 DEG 10' W 109.34', N 35 DEG 27' E 56.73', E 72.45', N 150' TO POB.

Parcel No.: 28-01-102-011-25

PART OF NW 1/4 SEC 2 T27N R10W COM NW SEC COR TH S 86 DEG 43' E 596.16 FT TH S 145.81 FT TO SLY HWY R/W TH S 88 DEG 42' E 205.81 FT TH S 01 DEG 25' E 300.34 FT TO POB TH S 88 DEG 42' E 100.11 FT TH S 536.60 FT TO SHR ACME CREEK TH ALG SD SHR N 55 DEG 51' W 7.19 FT TH N 87 DEG 11' W 26.10 FT TH N 40 DEG 11' W 92.88 FT TH N 52 DEG 59' W 61.87 FT TH N 38 DEG 33' W 54.80 FT TH N 43 DEG 42' W 94.47 FT TH N 33 DEG 31' W 64.06 FT TH N 43 DEG 42' W 117.95 FT TH N 50 DEG 34' W 68.80 FT TH N 66 DEG 07' E 325.26 FT TO POB

Parcel No.: 28-01-102-014-01

PT NW 1/4 SEC 2 T27N R10W COM AT NW CNR SEC 2 TH S 86 DEG 43'27" E 895.66' TH S 0 1 DEG 30'51" E 430.44' TO POB TH S 88 DEG 42'59" E 234.60' TH S 01 DEG 25'35" E 494.39' TH S 86 DEG 43'27" E 185.62' TH S 01 DEG 25'35" E 250' TO A PT ON A TRAVERSE LINE ALONG ACME CREEK TH S 59 DEG 48'00" W 89.73' TH N 73 DEG 15'02" W 122.46' TH N 28 DEG 44'26" W 132.64' TH N 55 DEG 32'38" W 200.73' TH N 01 DEG 30'51" W 540.18' TO POB SPLIT ON 09/03/1998 FROM 01-102-014-00;

Parcel No.: 28-01-102-010-00

W 214.5' OF NE 1/4 OF NW 1/4 ALSO E 185' OF N 915' OF NW 1/4, NW 1/4. SEC 2 T27N R10W.

All interested persons are invited to attend and be heard at the public hearings before the Planning Commission. After the public hearings the Planning Commission may or may not deliberate and make its recommendation based on the Acme Township Zoning Ordinance to the Township Board, which will subsequently take appropriate action on the application.

Applications may be inspected at the Acme Township Hall between 7:30 a.m. and 6:00 p.m. Monday through Thursday. The application materials will also be available on the Acme Township website [www.acmetownship.org](http://www.acmetownship.org) as an attachment to the agenda and minutes of the meeting(s) at which they are discussed. If you are planning to attend and require any special assistance, please notify Cathy Dye, Township Clerk, within 24 hours of the meeting at 938-1350. Written comments may be directed to:



Shawn Winter, Planning & Zoning Administrator  
6042 Acme Rd, Williamsburg, MI 49690, (231) 938-1350, [swinter@acmetownship.org](mailto:swinter@acmetownship.org)



T. C. RECORD-EAGLE, INC.  
120 WEST FRONT STREET  
TRAVERSE CITY MI 49684  
(231)946-2000

ORDER CONFIRMATION

Salesperson: DENISE LINGERFELT Printed at 12/12/17 15:02 by dling

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Acct #: 6 Ad #: 482107 Status: N

ACME TOWNSHIP Start: 12/20/2017 Stop: 12/20/2017  
CATHY DYE, CLERK Times Ord: 1 Times Run: \*\*\*  
6042 ACME ROAD STDAD 3.00 X 7.26 Words: 637  
WILLIAMSBURG MI 49690 Total STDAD 21.78  
Class: 147 LEGALS  
Rate: LEGAL Cost: 200.00  
# Affidavits: 1

Contact: Ad Descrpt: LEGAL NOTICE TOWNSHIP OF  
Phone: (231)938-1350 Given by: EMAIL SHAWN WINTER  
Fax#: (231)938-1510 Created: dling 12/12/17 14:57  
Email: szollinger@acmetownship.org Last Changed: dling 12/12/17 15:02  
Agency:

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Source: 122000000604 Section: \_\_\_\_\_ Page: \_\_  
Camera Ready: N Group: \_\_\_\_\_ AdType: \_\_\_\_\_  
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Proof: \_\_\_\_\_ Pickup Date: \_\_\_\_\_ Ad#: \_\_\_\_\_  
Delivery Instr: \_\_\_\_\_ Gang Ad #: \_\_\_\_\_  
Changes: None \_\_\_ Copy \_\_\_ Art \_\_\_ Size \_\_\_ Copy Chg Every Run \_\_\_  
Coupon: \_\_\_  
Special Instr: \_\_\_\_\_

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PUB ZONE EDT TP START INS STOP SMTWTFS  
RE A 97 W 12/20/17 1 12/20/17 SMTWTFS  
IN AIN 97 W 12/20/17 1 12/20/17 SMTWTFS  
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Please be sure to check your ad on the first day it appears. Although we are happy to make corrections at any time, the Record-Eagle is only responsible for the first day's incorrect insertions. Also, we reserve the right to edit or reclassify your ad to better serve buyers and sellers.

No refunds or rebates will be issued if you cancel your ad prior to the stop date.

We appreciate your business.

(CONTINUED ON NEXT PAGE)



T. C. RECORD-EAGLE, INC.  
120 WEST FRONT STREET  
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(231)946-2000

ORDER CONFIRMATION (CONTINUED)

Salesperson: DENISE LINGERFELT

Printed at 12/12/17 15:02 by dling

Acct #: 6

Ad #: 482107

Status: N

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W 214.5' OF NE 1/4 OF NW 1/4 ALSO E 185' OF N 915' OF NW 1/4, NW 1/4. SEC 2 T27N R10W.

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Shawn Winter, Planning & Zoning Administrator  
6042 Acme Rd, Williamsburg, MI 49690, (231) 938-1350,  
[swinter@acmetownship.org](mailto:swinter@acmetownship.org)

December 20, 2017-1T

482107



2801-102-011-00  
KELLY RESTAURANTS LLC  
4160 E M 72  
WILLIAMSBURG MI 49690

2801-102-011-10  
PECK ERIC J & KARA L  
7677 BATES RD  
WILLIAMSBURG MI 49690

2801-102-014-02  
M 72 AUTO WASH LLC  
3772 KENNEDY PLACE  
WILLIAMSBURG MI 49690

2801-102-015-20  
MICH BELL TELEPHONE CO  
444 MICHIGAN AVE  
DETROIT MI 48216

2801-235-020-04  
LUCE PARK LLC  
3441 AUTUMN LEAP  
TRAVERSE CITY MI 49686

2801-235-020-05  
SEDEGWICK MARK  
4263 E M 72 STE C  
WILLIAMSBURG MI 49690

2801-102-010-00  
KELLY'S RESTAURANT LLC  
4240 M 72 E  
WILLIAMSBURG MI 49690

2801-102-016-02  
JOHNSON FAMILY LTD PARTNERSHIP  
CARL HIEDEMAN  
445 W 22ND  
HOLLAND MI 49423

2801-235-035-00  
CYMAN JESSE  
PO BOX 116  
ACME MI 49610

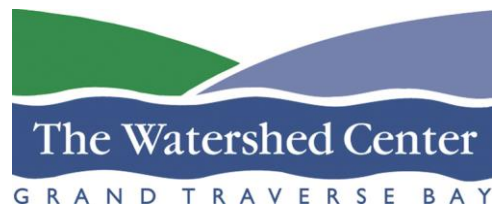
2801-102-001-02  
GT BAND OF OTTAWA & CHIPPEWA INDIAN  
2605 N WEST BAY SHORE DR  
SUTTONS BAY MI 49682

2801-102-015-00  
LUTHERAN SOCIAL SERVICES OF MI  
8131 E JEFFERSON  
DETROIT MI 48214

2801-102-015-40  
FEAST OF VICTORY LUTHERAN CHUR  
P O BOX 298  
ACME MI 49610

2801-235-020-03  
GRAND TRAVERSE RESORT AND SPA LLC  
P O BOX 404  
ACME MI 49610





13272 S. West Bay Shore Drive  
Traverse City, MI 49684  
T 231.935.1514  
F 231.935.3829  
[www.gtbbay.org](http://www.gtbbay.org)

January 05, 2018

Acme Township Planning Commission  
6042 Acme Road  
Williamsburg, MI 49690

Dear Planning Commissioners,

I am writing to comment on the Kelly's Restaurant LLC Planned Development (PD) on M-72 that is scheduled for a public hearing on January 8, 2018. The Watershed Center advocates for clean water in Grand Traverse Bay and acts to protect and preserve its watershed. This PD is proposed on an environmentally sensitive site with steep slopes, a network of riparian wetlands, and a large stretch of Acme Creek. We believe that water quality protection measures and careful stormwater design are crucial on this particular parcel due to its environmental sensitivity and the history of sedimentation issues in Acme Creek. Although we understand that this PD will require detailed site plans for approval before each phase of construction, we are flagging several initial concerns that may be addressed by the Planning Commission in PD review.

As noted above, the site is home to significant wetland resources, which should be preserved and protected in the PD agreement. Wetlands provide a number of important ecosystem services, including filtration, flood attenuation, groundwater recharge, shoreline stabilization, and habitat for fish and wildlife. From the conceptual plans included in the December 11, 2017 Planning Commission agenda packet, it appears that most construction and soil disturbance will occur outside of the wetland network and 25-foot wetland setback. However, one of the stormwater basins appears to fall within the wetland setback. This contradicts Acme Township's Stormwater Control Ordinance, which states that "Structures, roads, parking lots, storm water facilities, and similar site improvements shall not be located within the buffer area." (Ordinance No.2007-01, Section 2. D.). The 25-foot wetland setback should remain an area of natural, deep-rooted vegetation that can trap, filter, and infiltrate water before it reaches the wetland. We request that the Planning Commission condition the PD on compliance with the Stormwater Ordinance, specifically the prohibition on any structures (including stormwater structures) within the wetlands and wetland setback areas.

The Watershed Center is also concerned with the walking trail proposed inside the wetland network. Although there is great value in trail systems that promote community exposure to natural ecosystems, trail systems through wetlands require careful consideration. Walking trails through wetlands, regardless if they require fill, result in soil compaction, removal of natural vegetation, and natural water flow pattern disturbance. These disturbances negatively affect wetlands by removing habitat and reducing the soil's ability to attenuate floodwaters, filter stormwater, and recharge groundwater. Open-pile trail systems, such as boardwalks, have a reduced wetland footprint. DEQ recommends the use of open-pile structures to minimize impacts to wetlands because "fill paths and roadways tend to impede the natural



surface flows in wetlands and act as dam-like structures.” DEQ Best Management Practices Manual, Wetland Crossings (1992). We request the Planning Commission to condition the PD on requiring any trails in wetlands to be open-pile construction.

Because of Acme Creek’s historic sedimentation issues caused by land clearing activities, the Planning Commission should ensure adequate controls are in place during construction to avoid creek impacts. The January 8, 2017 Planning Commission agenda packet (pg.59) references water quality monitoring requirements before and during construction to ensure water quality impairments are realized immediately. We support the use of monitoring to evaluate the effectiveness of soil erosion control measures. However, to be effective, monitoring requirements should be specific and require self-reporting. We recommend that the Planning Commission condition the PD on a strong water quality monitoring plan that identifies how often, where, and what water quality parameters are to be monitored. In addition, the Planning Commission should require the applicant to submit regular (*e.g.*, monthly) reports that document monitoring results as well as ensuing actions.

Recognizing the environmental sensitivity of the site, we applaud Influence Design’s conceptual stormwater management plans that use innovative green infrastructure techniques. We believe this project, with adequate conditions as described above, could serve as a model for onsite stormwater management, green infrastructure, and sustainable wetland access. We encourage the Planning Commission to examine the aforementioned concerns before approving the PD to ensure this project does become a model for environmentally conscious design. We look forward to following this project as it moves through the PD and site plan approval processes. Thank you for your consideration. Please contact me if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Heather Smith", with a stylized flourish at the end.

Heather Smith  
Grand Traverse BAYKEEPER®



## Shawn Winter

---

**From:** Wiest, Jeremy (MDOT) <WiestJ@michigan.gov>  
**Sent:** Monday, January 08, 2018 2:32 PM  
**To:** Shawn Winter  
**Subject:** Kelly Development in Acme Township

Shawn,

Per our earlier phone conversation on the Kelly Development in Acme Township our department would like to see some sort of correspondence from the adjacent property owners as to their willingness or unwillingness to combine or eliminate driveways. We would like to see more interconnection with the adjacent properties to reduce the number of driveways onto M-72. As we discussed we have concerns with the number of driveways in this short stretch as they do not currently meet our spacing requirements.

Also, I did recommend to Nate that the property owner should consider having a Traffic Impact Study completed, this would then tell if there is a need for any improvements on M-72.

Thanks!

Jeremy

---

*Jeremy R Wiest, P.E.*

**Permit Engineer**

*Michigan Department of Transportation  
Traverse City Transportation Service Center  
2084 US-31 South, Suite B  
Traverse City, MI 49685  
Phone: 231-941-1986*



## Shawn Winter

---

**From:** Mike Okma <mokma@gtrlc.org>  
**Sent:** Tuesday, January 16, 2018 4:32 PM  
**To:** Shawn Winter  
**Cc:** Laura Rigan; Chris Garrock  
**Subject:** Solar on Acme PDR

Shawn,

Regarding your question of is commercial solar permitted in Acme PDR easements, which we spoke about on the phone.

First I should say that I'm not an attorney and if you need an actual legal interpretation of your easements you should get legal review. However as the contract monitor of the PDR easement held by Acme Twp I quickly reviewed the 7 easements for this question.

As a general answer its my opinion that none of the easements allow for commercial solar as an agricultural practice. The reason is that the purpose of all the easements is similar, which is to protect the agricultural and scenic value of the property. Also the definition of agriculture used in the easements, while slightly different in some, does not include solar or the structures needed as a agricultural use. In addition to that they all include a blanket prohibition on the construction or placement of any human made structures on the property, other than what is expressly permitted.

Because of the scenic impact and the fact that solar and the required infrastructure is not clearly included in the permitted agricultural uses definition I would assume solar is not a permitted use.

Most of the easements however have a section included in the agricultural permitted uses which allows for future Ag practices that the Twp board determines to be common agricultural practices in the region, after the use is recommended by the Planning Commission and at least one other state or nationally recognized ag organization.

However solar would have to quality as stated above and still not be detrimental to the purpose or conservation values. To which scenic is a very large component. Specially since the easements where purchased with public money.

Ultimately the easements are held by the twp and its up to the twp to decide how to interpret them. But after my review its my opinion that without twp determination that solar is a common agricultural practice, it is not permitted by the easements.

I hope that's helpful,



**Mike Okma**  
*Manager of Easement  
Stewardship*

*email: [mokma@gtrlc.org](mailto:mokma@gtrlc.org)  
web: [www.gtrlc.org](http://www.gtrlc.org)  
telephone: 231.929.7911  
3860 N. Long Lake Rd, St D  
Traverse City, MI 49684*





## Shawn Winter

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**From:** Ivaylo Tomchev <itomchev@immododev.com>  
**Sent:** Tuesday, January 16, 2018 4:02 PM  
**To:** Shawn Winter  
**Cc:** Faris Matin  
**Subject:** RE: Question regarding use permit for solar PV projects in Acme Township

Hello Shawn,

Thanks for the update on the process.

On your question regarding the size, here are a few thoughts. In general, for solar projects, larger scale usually makes more economic sense. Of course there are a number of different factors as well, such as the availability of land and the permitting process complexity, when you target larger scale projects. Another major factor is the options you would have for energy off-take. In the case of Michigan, the main driver of interest in solar right now is the QF standard Power Purchase Contracts that the utility companies will start to offer. With the current scope of the programs they have, the maximum size of projects eligible will be 2 MW. Usually a project of this size would cover up to 20 acres. If you are asking about our advice, we wouldn't set the limit right at the 2 MW and 20 acres, as some developers might be targeting different options for power off-take contracts, so setting limits at 5 MW and 50 acres may be more reasonable. All projects described above fall under the so called Distributed Generation category.

I hope this is helpful.

Regards,

Ivaylo Tomchev  
Project Development Manager  
**ImMODO Development**  
M: (415) 500 1501  
e-mail: [itomchev@immododev.com](mailto:itomchev@immododev.com)



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**From:** Shawn Winter [mailto:swinter@acmetownship.org]  
**Sent:** Tuesday, January 16, 2018 12:52 PM  
**To:** Ivaylo Tomchev <itomchev@immododev.com>  
**Subject:** RE: Question regarding use permit for solar PV projects in Acme Township

Hello Ivaylo,

The Planning Commission tabled the proposed amendment to allow solar farms after the January 8 public hearing with the intent of bringing it back in February after some more research. One question in particular was whether they wanted to add a maximum size/acreage for a solar farm, wondering if there was a certain size where the economy of scale makes the project feasible. Do you have any insight into this question? If so, I'd be happy to share your information with the Planning Commission.

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](mailto:swinter@acmetownship.org)

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**From:** Ivaylo Tomchev [<mailto:itomchev@immododev.com>]

**Sent:** Monday, January 08, 2018 1:47 PM

**To:** Shawn Winter <[swinter@acmetownship.org](mailto:swinter@acmetownship.org)>

**Cc:** Faris Matin <[fmatin@immododev.com](mailto:fmatin@immododev.com)>

**Subject:** RE: Question regarding use permit for solar PV projects in Acme Township

Hello,

Thanks for the information! We hope that the public hearing will go well. Please let us know what the outcome of the meeting is and what are the next steps for the Ordinance to be approved.

Best regards,

Ivaylo Tomchev

Project Development Manager

**ImMODO Development**

M: (415) 500 1501

e-mail: [itomchev@immododev.com](mailto:itomchev@immododev.com)



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**From:** Shawn Winter [<mailto:swinter@acmetownship.org>]

**Sent:** Monday, January 8, 2018 5:06 AM

**To:** Ivaylo Tomchev <[itomchev@immododev.com](mailto:itomchev@immododev.com)>

**Subject:** RE: Question regarding use permit for solar PV projects in Acme Township

No one is lined up to start projects yet. Most inquiries have been informational in nature. There is only one developer that has expressed interest in a specific parcel, but I'd say they are still at the high-level planning stage at this point since there is no ordinance to allow large scale solar farms yet.

**Shawn Winter**

Planning & Zoning Administrator

Acme Township

6042 Acme Rd | Williamsburg, MI | 49690

Phone: 231.938.1350 Fax: 231.938.1510

[swinter@acmetownship.org](mailto:swinter@acmetownship.org)

---

**From:** Ivaylo Tomchev [<mailto:itomchev@immododev.com>]

**Sent:** Friday, January 05, 2018 6:25 PM



**To:** Shawn Winter <[swinter@acmetownship.org](mailto:swinter@acmetownship.org)>

**Cc:** Faris Matin <[fmatin@immododev.com](mailto:fmatin@immododev.com)>

**Subject:** RE: Question regarding use permit for solar PV projects in Acme Township

Mr. Winter,

Thank you for the useful information you shared with us. I went through the draft Ordinance and it looks good. I hope that the Planning commission approves it. We will definitely follow-up next week to check the status.

You mentioned that you have received a number of inquiries already. May I ask if there is a large number of developers already lined-up for starting projects in the township and if they already had secured parcels or were they making preliminary inquiries similar to ours.

Thanks for your time and the information provided!

Regards,

Ivaylo Tomchev

Project Development Manager

**ImMODO Development**

M: (415) 500 1501

e-mail: [itomchev@immododev.com](mailto:itomchev@immododev.com)



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**From:** Shawn Winter [<mailto:swinter@acmetownship.org>]

**Sent:** Friday, January 5, 2018 1:51 PM

**To:** Ivaylo Tomchev <[itomchev@immododev.com](mailto:itomchev@immododev.com)>

**Cc:** Faris Matin <[fmatin@immododev.com](mailto:fmatin@immododev.com)>

**Subject:** Re: Question regarding use permit for solar PV projects in Acme Township

Mr. Tomchev,

Currently the Township's Zoning Ordinance does not allow for commercial solar energy farms. I have received a number of inquiries though, and as a result I introduced a Zoning Ordinance amendment at last month's Planning Commission meeting. The proposed draft will be going to public hearing on Monday, January 8. You can review the draft ordinance in the meeting packet by following the link to our website below:

[http://www.acmetownship.org/uploads/2/4/3/0/24300134/2018-01-08\\_pc\\_packet.pdf](http://www.acmetownship.org/uploads/2/4/3/0/24300134/2018-01-08_pc_packet.pdf)

I apologize for having to send you the whole packet. I'm at home and don't have access to the draft on my computer. Feel free to contact me after the meeting to see how it went. Also, if you have any correspondence



you want to share with the Planning Commission please feel free to email it to me by the close of business Monday (eastern time).

Thank,

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**From:** Ivaylo Tomchev <[itomchev@immododev.com](mailto:itomchev@immododev.com)>  
**Sent:** Friday, January 5, 2018 3:50:39 PM  
**To:** Shawn Winter  
**Cc:** Faris Martin  
**Subject:** Question regarding use permit for solar PV projects in Acme Township

Hello,

I am working with ImMODO Development. We are a solar developer, based in San Francisco and are currently interested to establish new development projects for large scale ground mounted solar plants in Acme's jurisdiction. In this regard, we would like to learn about the town's zoning ordinances and procedures for obtaining use permits for such projects. Can you please let us know which zoning districts allow for such projects/uses and is there a specific procedure such as Special Use Permit or Site Plan Review that we need to go through to develop projects. The projects we plan would have a maximum of 2 MW capacity, covering up to 20 acres of land.

Your advice on the above questions would be much appreciated. If you are available for a short discussion over the phone, we can schedule a call upon your convenience.

Regards,  
Ivaylo Tomchev  
Project Development Manager  
ImMODO Development  
M: (415) 500 1501  
e-mail: [itomchev@immododev.com](mailto:itomchev@immododev.com)



## Shawn Winter

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**From:** Jeremy Jones <jeremy@prismpowerpartners.com>  
**Sent:** Wednesday, January 17, 2018 2:28 PM  
**To:** Shawn Winter  
**Cc:** randy@prismpowerpartners.com  
**Subject:** Re: Solar Energy Farm Ordinance Amendment

Shawn,

Thanks for reach out with an update. I struggle a little bit with this question. As someone that is pro-solar, but also somewhat anti-development, I can understand the point, but wonder if setting a max size is the appropriate mechanism for capping solar development in the township.

Presumably, our specific project isn't that large and probably doesn't cause this sort of angst, but I also understand that you're trying to write language that works universally. Here are a few ideas:

1. Limit solar as a "special use" or "use by right" for only certain zoning classifications? Please include B-3 if possible. I imagine inclusion of "ag" would be the big issue here.
2. Available substation interconnection capacity will ultimately limit how much solar can really be installed in the area. If someone did 1 very large project, there's a good chance it would be the only one before this is a constraint.
3. Property owners have the right to sell/donate their development rights, and currently our understanding is that solar would not be allowable in these circumstances (based upon feedback from Nature Conservancy).

Our planned project in ACME is only a 10MW project, which certainly has lower costs than a 1MW project, but true economy of scale is probably closer to 25MW. 25 MW takes 125 acres of completely useable property. Our project doesn't utilize the entire acreage due to setbacks and potential wetlands.

Let us know how we can help work through this. We would very much like to advance the language in the next meeting if possible so it doesn't start to hold up our project process.

Thanks,

Jeremy Jones | prism power partners  
mobile: 630.276.6814

On Tue, Jan 16, 2018 at 2:48 PM, Shawn Winter <[swinter@acmetownship.org](mailto:swinter@acmetownship.org)> wrote:

Hello Jeremy and Randy,

The Planning Commission tabled the proposed amendment to allow solar farms after the January 8 public hearing with the intent of bringing it back in February after some more research. One question in particular was whether they wanted to add a maximum size/acreage for a solar farm, wondering if there was a certain size where the economy of scale makes the project feasible. Do you have any insight into this question? If so, I'd be happy to share your information with the Planning Commission.



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](mailto:swinter@acmetownship.org)

**From:** Jeremy Jones [mailto:[jeremy@prismpowerpartners.com](mailto:jeremy@prismpowerpartners.com)]

**Sent:** Monday, December 04, 2017 4:27 PM

**To:** Shawn Winter <[swinter@acmetownship.org](mailto:swinter@acmetownship.org)>

**Cc:** [randy@prismpowerpartners.com](mailto:randy@prismpowerpartners.com)

**Subject:** Re: Solar Energy Farm Ordinance Amendment

Shawn,

I appreciate the update. I hope the meeting goes well and please let us know if there's anything we can do to support. I won't be able to make the meeting but I'm checking with Randy and Tim.

Thanks,

Jeremy Jones | prism power partners

mobile: [630.276.6814](tel:630.276.6814)

On Mon, Dec 4, 2017 at 1:25 PM, Shawn Winter <[swinter@acmetownship.org](mailto:swinter@acmetownship.org)> wrote:



Hello Jeremy and Randy,

It was nice meeting both of you with Tim at the Grand Traverse Regional Land Conservancy office a few weeks ago. I wanted to let you know that the Planning Commission will be presented with a draft zoning ordinance amendment at their December 11, 2017 meeting to consider adopting language to allow solar energy farms. The PC meetings start at 7:00 and are open to the public in case you are interested in attending. The draft language will be available for review on our meeting minutes website later this week (<http://www.acmetownship.org/current-meeting-minutes.html>)

**Shawn Winter**

Planning & Zoning Administrator

Acme Township

[6042 Acme Rd | Williamsburg, MI | 49690](#)

Phone: [231.938.1350](tel:231.938.1350) Fax: [231.938.1510](tel:231.938.1510)

[swinter@acmetownship.org](mailto:swinter@acmetownship.org)



## Shawn Winter

---

**From:** Corey Kupersmith <Corey@sun2o.com>  
**Sent:** Tuesday, January 16, 2018 4:04 PM  
**To:** Shawn Winter  
**Subject:** RE: Acme Township Solar Zoning

Hi Shawn,

Thanks for the feedback. That's definitely a reasonable consideration to add. For the projects we are targeting, a single site would not likely exceed 30 acres and we really need a minimum of 20-25 acres to reach scale. The program we are building projects for caps the size our of projects. There are other developers in the state who may be looking at larger projects, but that is not our intent at this time.

Hope this helps

Best,  
Corey

### Corey Kupersmith

T: 203-292-1883 ext. 102 | M: 203-912-4909

---

**From:** Shawn Winter [mailto:swinter@acmetownship.org]  
**Sent:** Tuesday, January 16, 2018 3:48 PM  
**To:** Corey Kupersmith <Corey@sun2o.com>  
**Subject:** RE: Acme Township Solar Zoning

Corey,

The Planning Commission tabled the proposed amendment to allow solar farms after the January 8 public hearing with the intent of bringing it back in February after some more research. One question in particular was whether they wanted to add a maximum size/acreage for a solar farm, wondering if there was a certain size where the economy of scale makes the project feasible. Do you have any insight into this question? If so, I'd be happy to share your information with the Planning Commission.

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](mailto:swinter@acmetownship.org)

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**From:** Corey Kupersmith [mailto:Corey@sun2o.com]  
**Sent:** Tuesday, December 05, 2017 8:53 AM  
**To:** Shawn Winter <[swinter@acmetownship.org](mailto:swinter@acmetownship.org)>  
**Subject:** RE: Acme Township Solar Zoning



Shawn,

That's great to hear and thank you for following-up. I'm not sure if I can make the meeting, but will try if my schedule permits. If any additional information is needed before or after, please don't hesitate to reach out.

Best,  
Corey

**Corey Kupersmith**

T: 203-292-1883 ext. 102 | M: 203-912-4909

---

**From:** Shawn Winter [<mailto:swinter@acmetownship.org>]

**Sent:** Monday, December 4, 2017 2:27 PM

**To:** Corey Kupersmith <[Corey@sun2o.com](mailto:Corey@sun2o.com)>

**Subject:** RE: Acme Township Solar Zoning

Hello Corey,

Thank you for sending the precedent ordinance language. I wanted to let you know that the Planning Commission will be presented with a draft zoning ordinance amendment at their December 11, 2017 meeting to consider adopting language to allow solar energy farms. The PC meetings start at 7:00 and are open to the public in case you are interested in attending. The draft language will be available for review on our meeting minutes website later this week (<http://www.acmetownship.org/current-meeting-minutes.html>). You will find it fairly similar to what you sent me.

Have a great afternoon,

**Shawn Winter**

Planning & Zoning Administrator

Acme Township

6042 Acme Rd | Williamsburg, MI | 49690

Phone: 231.938.1350 Fax: 231.938.1510

[swinter@acmetownship.org](mailto:swinter@acmetownship.org)

---

**From:** Corey Kupersmith [<mailto:Corey@sun2o.com>]

**Sent:** Monday, November 20, 2017 1:31 PM

**To:** Shawn Winter <[swinter@acmetownship.org](mailto:swinter@acmetownship.org)>

**Subject:** Acme Township Solar Zoning

Shawn,

Thank you for taking the time to speak with me this morning. We believe solar development could bring a number of benefits to Acme Township and it's exciting to know that the Township is open to the inclusion of a solar section in the new ordinance.

As discussed, please find attached some information that could be helpful for the drafting of the new zoning ordinance and the potential inclusion of a solar energy section. The first presentation provides more information on the type of projects we are exploring in the Township and the last two attachments are other solar specific ordinances from Michigan municipalities.

If you have any questions or need more information, please let me know.



Have a Happy Thanksgiving

Best,  
Corey

**Corey Kupersmith**

Managing Partner

Sun2o Partners, LLC.

T: 203-292-1883 ext. 102

M: 203-912-4909

[Corey@sun2o.com](mailto:Corey@sun2o.com)

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## PURPA Reign

### Michigan Could Grow Solar Market with New Avoided Cost Methodology

Recently, the Michigan Public Service Commission (“MPSC”) approved a final order to the approach the Consumers Energy Company (“Consumers Energy”) determines the avoided cost under the federal Public Utility Regulatory Policies Act (“PURPA”). Consumers Energy is a public utility providing power to 6.7 million of the Michigan’s 11 million residents. Michigan’s utilities were still utilizing old methodologies that had not been reviewed for the past 20 years, despite significant changes in the energy industry during that time, namely the emergence of natural gas as a cheaper alternative to coal. The new methodology applying only to Consumers Energy would be available for projects with a nameplate capacity of 2MW, an increase from 100kW through a 20-year power purchase agreement (“PPA”) term. The order is expected to create a significant number of solar development opportunities in Michigan.

#### **Back Up: What’s PURPA?**

In 1978, Congress enacted PURPA with the purpose to promote the development of alternative electric energy sources while reducing dependency on fossil fuels. PURPA requires utilities to purchase energy from qualifying facilities (“QFs”) within their service territories. PURPA allows small QFs to sell electricity to utilities at an avoided cost, which is the cost the utility would have incurred if the utilities had bought power from fossil fuels such as coal. Under PURPA, state commissions are tasked with determining the avoided cost rate for the utilities within their jurisdiction. In Michigan, this was initially done in the context of Case No. U-6798 and related proceedings, in which orders were issued from the early 1980’s into the 1990’s. These orders determined the avoided cost rate based on the rates of a proxy coal plant.

Given that PURPA contracts in Michigan were approaching their initial expiration dates, new QFs were inquiring about avoided costs rates, and significant changes in the energy sector have taken place in the last 20 years, MPSC convened a working group to



research and analyze the pricing and structure that will be applied to QFs agreements with utilities. Moreover, with expected capacity shortages in Michigan, solar was thought of as a way to fill that gap.

The working group provided a report to MPSC which invited various parties including utilities to file testimonies on how the avoided cost rates could be estimated. The comments recommended using a new methodology to estimate the avoided cost, one that relied on the levelized cost of a natural gas combined plant instead of a coal plant. The methodology would apply to QFs with a nameplate capacity of 2MW or less because small developers do not have experience and resources to negotiate individual contracts as larger developers. The comments also recommended the standard power purchase agreement (“PPA”) term to be extended from five years to fifteen or twenty years. As a five-year PPA term is considered unfinanceable for solar projects, while fifteen or twenty-year terms are standard across other QF territories. Long contract rates like the ones seen in Oregon and North Carolina have allowed solar to flourish, while other states with short contracts terms like Arkansas have not seen much solar since generation of assets are unfinanceable. With 20 years, Michigan could be a strong market.

On May 31, 2017, MPSC issued the order that includes changes on avoided cost rate methodology and standard offer methodology for Consumers Energy. The approved methodology would be based on the cost to produce power with natural gas as opposed to coal. This methodology applies to small QFs sized at 2MW or less and will have a 20-year standard offer contract. The size of the QFs would be revisited in the next PURPA review and the avoided costs will be reviewed every two years but will not affect PURPA contracts already in existence. The specific avoided cost rate for the QFs is not yet available to determine if it is high enough to make projects financeable but MPSC will release the specific rate in mid-July. All parties involved during the initial comments submitted in mid-June their inputs on developing the avoided cost rate.

### **Solar Development in Michigan Outside of PURPA**

Moreover, there are other programs that are expected to create a significant number of solar development opportunities in Michigan. Wolverine Power Cooperative (“WPC”), a member-owned electric company, created a buy-all sell-all (“BASA”) program. [BASA allows for distributed solar customers to sell 100 percent of the electricity generated back to the utility.](#) Solar customers install up to 1MW of solar, and then sell all the



electricity back to the utility at a rate \$0.10 per kWh through a 20-year standard agreement.

Meanwhile, Consumers Energy, is launching a separate program “green energy rider tariff” to benefit small projects in its service territory. The new program proposal submitted to MPSC will provide special PPAs for large businesses that are interested in purchasing 100 percent of their electricity from renewable energy. Other utilities such as DTE Energy Co., a Detroit based utility, are also interested in the green energy rider tariff. DTE is also expected to submit a similar proposal for its planned community solar projects up to 100MW.

## **The Future of Solar in Michigan is Bright**

In summary, these new programs and the MPSC order will allow developers to attract financing for small QFs of 2 MW and less. Now, the new Michigan Renewable Standard Portfolio (“RPS”) requires utilities to produce 15 percent of energy, an increase from 10 percent, from renewable sources by 2021. With such changes in the RPS, the new programs and the MPSC order will help Michigan meet their RPS target by increasing solar development opportunities. Without a doubt, Michigan will be a market to watch over the coming years.

## **ABOUT SOL SYSTEMS**

Sol Systems, a national solar finance and development firm, delivers sophisticated, customized services for institutional, corporate, and municipal customers. Sol is employee-owned, and has been profitable since inception in 2008. Sol is backed by Sempra Energy, a \$25+ billion energy company.

Over the last eight years, Sol Systems has delivered more than 600MW of solar projects for Fortune 100 companies, municipalities, universities, churches, and small businesses. Sol now manages over \$650 million in solar energy assets for utilities, banks, and Fortune 500 companies.

Inc. 5000 recognized Sol Systems in its annual list of the nation’s fastest-growing private companies for four consecutive years. For more information, please visit [www.solsystems.com](http://www.solsystems.com).





# Planning and Zoning

6042 Acme Road | Williamsburg, MI | 49690

Phone: (231) 938-1350 Fax: (231) 938-1510 Web: [www.acmetownship.org](http://www.acmetownship.org)

## Acme Township Zoning Ordinance Amendment 046

### SOLAR ENERGY FARMS

1. Add the following definition under §3.2 Definitions:

**“Solar Energy Farms:** A utility-scale commercial facility that converts sunlight into electricity, whether by photovoltaics, concentrating solar thermal devices or any other various experimental solar technologies for the primary purpose of wholesale or retail sales of generated electricity off-site. Solar Energy Farms do not include small scale solar panels or technologies installed at individual residential or commercial locations (e.g. roof or ground mounted solar panels) that are used exclusively for private purposes and not utilized for any commercial resale of any energy, except for the sale of surplus electrical energy back to the electric grid. These installations are permitted as “Accessory Use” defined under Section 3.2.”

2. The use “solar energy farms” shall be added at the following sections:

Article VI: Zoning Districts, Map and Schedule of Regulations,  
Section 6.10 B-3 District: Planned Shopping Center,  
Subsection 6.10.3 Uses Authorized By Special Use Permit:  
x. “Solar Energy Farms”

Article VI: Zoning Districts, Map and Schedule of Regulations,  
Section 6.11 B-4 District: Material Processing and Warehousing,  
Subsection 6.11.3 Uses Authorized By Special Use Permit:  
h. “Solar Energy Farms”

Article VI: Zoning Districts, Map and Schedule of Regulations,  
Section 6.12 A-1: Agricultural District,  
Subsection 6.12.3 Uses Authorized By Special Use Permit:  
aa. “Solar Energy Farms”

3. Article IX shall be amended to add Section 9.28 in its entirety as presented below:

#### 9.28 SOLAR ENERGY FARMS

##### 9.28.1 INTENT AND PURPOSE:

To allow and promote the use of solar energy within the Township as a clean alternative energy source and to provide associated placement, land development, installation and construction regulations for solar energy farm facilities subject to reasonable conditions that will protect the public health, safety and welfare. These regulations establish the minimum requirements for solar energy farm facilities, while promoting a renewable energy source in a safe, effective and efficient manner.



### 9.28.2 **STANDARDS:**

- a. **Minimum Lot Size:** There is no minimum lot size. Each solar energy farm is permitted as a use authorized by special use permit which review will consider its compatibility with the surrounding area.
- b. **Height Restrictions:** All photovoltaic solar panels and support structures located in a solar energy farm shall be restricted to a maximum height of sixteen (16) feet when orientated at maximum tilt.
- c. **Setbacks:** All photovoltaic solar panels and support structures associated with such facilities (excluding perimeter fencing) shall be setback a minimum of twenty (20) feet from a side or rear property line and a minimum of fifty (50) feet from the front property line along a street right-of-way. If the right-of-way exists as an easement, the fifty (50) foot setback shall be measured from the edge of the easement. Any additional setback requirements in this Ordinance that exceed this requirement shall be adhered to, including but not limited to setbacks from streams, lakes, and wetlands.
- d. **Maximum Lot Coverage:** maximum lot coverage restrictions shall not apply to the photovoltaic solar panels. Any other regulated structures on the parcel are subject to the maximum lot coverage restrictions of the underlying zoning district.
- e. **Safety/Access:** A security fence (height and material to be proposed and reviewed/approved through the special use permit approval process) shall be placed around the perimeter of the solar energy farm and electrical equipment. Knox boxes and keys shall be provided at locked entrances for security personnel access.
- f. **Noise:** No solar energy farm shall exceed sixty (60) dBA as measured at the property line.
- g. **Glare:** Solar energy farm facilities shall be located or placed so that concentrated solar glare shall not be directed toward or onto nearby properties or right-of-ways at any time of the day.
- h. **Landscaping:** The special use permit application for a solar energy farm shall include a proposed landscaping and screening/buffering plan prepared by a licensed landscape architect. This plan will be reviewed through the special use permit approval process to assure that the proposed facility is appropriately landscaped in relation to adjacent land uses and road right-of-ways. The use of berms and evergreen plantings along property lines adjacent to residential land uses and districts is strongly encouraged. Trees shall be a minimum of four (4) feet tall at time of planting, shall remain in good condition for the life of the solar energy farm, and shall adhere to the native plant species requirements of this Ordinance.
- i. **Local, State, and Federal Permits:** Solar energy farms shall be required to obtain all necessary permits and licensing from Acme Township, Grand Traverse County, State of Michigan, and U.S. Government as applicable prior to construction and



shall maintain any necessary approvals as required by the respective jurisdictions or agencies.

- j. **Electrical Interconnections:** All electrical interconnections or distribution lines shall comply with all applicable codes and standard commercial large-scale utility requirements. Use of above ground transmission lines shall be prohibited within the site.

### 9.28.3 **ADDITIONAL SPECIAL USE CRITERIA:**

In addition to the site plan review criteria in Article VIII and special use permit criteria in Article IX, the applicant shall address the following topics in the application for a solar energy farm facility:

- a. **Project Description and Rationale:** Identify the typed, size, rated power output, performance, safety and noise characteristics of the system including the transmission line/grid connection for the project. Identify the project construction time frame, project life, development phases (and potential future expansions) and likely markets for the generated energy.
- b. **Analysis of On-Site Traffic:** Estimated construction jobs and estimated permanent job associated with the development.
- c. **Visual Impacts:** Graphically demonstrate the visual impact of the project using photos or renditions of the project with consideration given to setbacks and proposed landscaping.
- d. **Environmental Analysis:** Identify impacts on surface and ground water quality and any impacts to established natural or constructed drainage features in the area.
- e. **Waste:** Identify any solid or hazardous waste generated by the project.
- f. **Lighting:** Provide photometric plans showing all lighting within the facility. No light may adversely affect adjacent parcels. All lighting shall conform to the requirements of Section 7.8 and must be shielded from adjoining parcels. Light poles are restricted to a maximum height of eighteen (18) feet.
- g. **Transportation Plan:** Provide a proposed access plan during construction and operational phases. Show proposed project service road ingress and egress locations onto adjacent roadways and the layout of facility service road system. Due to infrequent access following construction, it is not required to pave or curb solar energy farm access drives. It shall be required to pave and curb any driveways and parking lots used for occupied offices that are located on site.
- h. **Public Safety:** Identify emergency and normal shutdown procedures. Identify potential hazards to adjacent properties, public right-of-ways and to the general public that may be created.
- i. **Sound Limitations:** Identify noise levels at the property lines of the project when completed and operational.



**j. Telecommunications Interference:** Identify any electromagnetic fields and communications interference that may be generated.

**k. Life of the Project and Final Reclamation:** Describe the decommissioning and final reclamation plan after the anticipated useful life or abandonment/termination of the project. This includes supplying evidence of an agreement with the underlying property owner that ensures proper removal of all equipment and restoration of the site within six (6) months of decommissioning or abandonment of the project. To ensure proper removal of the project upon abandonment/termination, a bond, letter of credit or cash surety shall be:

1. In an amount approved by the Township Board to be no less than the estimated cost of removal and may include a provision for inflationary cost adjustments;
2. Based on an estimate prepared by the engineer for the applicant, subject to approval of the Township Board;
3. Provided to the Township prior to the issuance of a land use permit;
4. Used in the event the owner of the project or the underlying property owner fails to remove or repair any defective, abandoned or terminated project. The Township, in addition to any other remedy under this Ordinance, may pursue legal action to abate the violation by seeking to remove the project and recover any and all costs, including attorney fees.

**l. Township Review:** Because of the ever-changing technical capabilities of photovoltaic solar panels and of new technology in general, the Township Planning Commission and Board of Trustees shall have the authority to review and consider alternatives in both the dimensional and physical requirements contained in this section as part of the special use permit approval process.