



CITY OF MARINE CITY
Planning Commission Meeting Agenda
Marine City Fire Hall, 200 South Parker Street
Regular Meeting: Monday, July 11, 2016 7:00 PM

1. **CALL TO ORDER**
2. **MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE**
3. **ROLL CALL:** Chairperson Rebecca Lepley; Commissioners Linda Gabler, Keith Jenken, Rudolfo Menchaca, Joseph Moran; City Commissioner David Simpson; Building Official Susan Wilburn; City Manager Elaine Leven
4. **APPROVE AGENDA**
5. **APPROVE MINUTES**
 - A. June 13, 2016 Meeting Minutes
6. **COMMUNICATIONS**
 - A. Metropolitan Planning Commission of St. Clair County
7. **PUBLIC COMMENT** *Residents are welcome to address the Planning Commission. Please state name and address. Limit comments to five (5) minutes.*
8. **UNFINISHED BUSINESS**
 - A. Site Plan Review ~ Belle River Investments, LLC
 - B. Site Plan Review ~ Marine City Beach Pavilion
 - C. Master Plan Update
9. **NEW BUSINESS**
 - A. MDOT Training Wheels Event Update ~ Lynn Zyrowski & Dianne Lovett
10. **ADJOURNMENT**

**City of Marine City
Planning Commission Meeting
June 13, 2016**

A regular meeting of the Marine City Planning Commission was held on Monday, June 13, 2016, in the Fire Hall, 200 South Parker Street, Marine City, Michigan, and was called to order by Chairperson Rebecca Lepley at 7:00pm.

After observing a moment of silence, the Pledge of Allegiance was led by Chairperson Lepley.

Present: Chairperson Rebecca Lepley; Commissioners Linda Gabler, Keith Jenken, Rudolof Menchaca, Joseph Moran; City Commissioner David Simpson; Building Official Susan Wilburn; City Manager Elaine Leven; Deputy Clerk Elizabeth McDonald

Absent: None

Approve Agenda

Motion by City Commissioner Simpson, seconded by Commissioner Menchaca, to approve the Agenda, as presented. All Ayes. Motion Carried.

Approve Minutes

Motion by Commissioner Jenken, seconded by Commissioner Menchaca, to approve the May 9, 2016 Meeting Minutes of the Planning Commission, as presented. All Ayes. Motion Carried.

Communications

None.

Public Comment

None.

Unfinished Business

Master Plan

City Manager Leven reported that she had been in contact with Jeff Donaldson from the County and that Tuesday, July 19, 2016 was the best date for both the Metropolitan Planning Commission (MPC) and the Washington Life Center. The length of the visioning session was still in consideration, but it was recommended that it be three (3) hours long; possibly from 6:30 – 9:30pm. She also stated that there were Historical Commission and T.I.F.A. Board meetings that same day, but they should not create any conflict.

The Board discussed possible issues with holding the public visioning at that time.

Motion by Commissioner Moran, seconded by Commissioner Menchaca, to approve holding the public visioning session on Tuesday, July 19, 2016 from 6:30 – 9:30pm at the Washington Life Center. All Ayes. Motion Carried.

New Business

Site Plan Review ~ Marine City Beach Pavilion

Building Official Wilburn discussed the proposed restroom set-backs and stated that the project may need to go to the Zoning Board of Appeals for a variance request. She mentioned that these drawings were part of the preliminary site plan review and that the final plans, which included ADA compliance, sidewalks and utilities, would be needed before final approval from the Board.

The Board discussed whether the project needed to be submitted to Wade Trim, the City engineering consultant. It was mentioned that as long as the Department of Public Works Superintendent and Building Official agreed on the plans that it would not need to be sent for review to Wade Trim, but that it was the Board's discretion.

Commissioner Jenken stated that final plans would be submitted pending on the Board's approval of the conceptual plans. He said that the reason for placing the restrooms in that location was due to the fact that there should be water/sewer taps there from the previously existing homes.

The Board mentioned that they could hold a special meeting for the project in order to keep it moving forward.

Motion by Commissioner Moran, seconded by Commissioner Menchaca, to approve the conceptual plans for the Beach Pavilion and Restrooms, as presented. All Ayes. Motion Carried.

Adjournment

Motion by City Commissioner Simpson, seconded by Commissioner Moran, to adjourn at 7:24pm. All Ayes. Motion Carried.

Respectfully submitted,

Elizabeth McDonald
Deputy Clerk

Kristen Baxter
City Clerk



RECEIVED
JUL 05 2016

6-A

COUNTY OF ST. CLAIR

City of Marine City



Metropolitan Planning Commission
DAVID STRUCK, DIRECTOR

June 28, 2016

Diana Kade
Marine City
303 South Water Street
Marine City, Michigan 48039-1694

RE: St. Clair County Master Plan Draft – 63-Day Review and Comment Period

Dear Ms. Kade,

In accordance with Public Act 33 of 2008 (Michigan Planning Enabling Act), the St. Clair County Metropolitan Planning Commission hereby transmits a draft copy of the updated *St. Clair County Master Plan* for your review and comment. The draft Master Plan is being submitted electronically per Section 39(3) of P.A. 33 of 2008 and can be downloaded for viewing and/or printing on our Community Information System (CIS) website at <http://www.cis.stclaircounty.org/masterplan.asp>. If the online version of the draft document is insufficient for your review, a printed copy or a compact disc with an electronic copy of the draft can be provided upon request.

The Metropolitan Planning Commission welcomes any comments or feedback you may have regarding the draft St. Clair County Master Plan. As outlined in Section 41(3) of P.A. 33 of 2008, please send any comments you may have via email to sccmpc@stclaircounty.org or mail to the following address within 63 days of receiving this transmittal:

Lindsay Wallace, Senior Planner
St. Clair County Metropolitan Planning Commission
200 Grand River Avenue, Suite 202
Port Huron, MI 48060

Thank you in advance for your cooperation and time in reviewing the draft Master Plan document for St. Clair County.

Sincerely,

David Struck, AICP
Executive Director

BA

SITE PLAN REVIEW APPLICATION

PAID
APR 18 2016
City of Marine City

CITY OF MARINE CITY, MICHIGAN
303 S. Water Street, Marine City, Michigan 48039

Regular meetings of the Planning Commission are held on the second Monday of each month. This Application must be submitted with seventeen (17) sets of sealed plans at least thirty (30) days prior to the next regular scheduled meeting. If the proposed development requires landscaping, then a landscape architect seal must also be on the plans. Applicant will reimburse the City of Marine City for all Planning Consultant fees and Engineering Consultant fees associated with this application before being placed on the Agenda.

Application fees:

\$200.00	Single & Multi-Family (up to 3 Units)
\$300.00	Commercial, Industrial, Subdivisions, Condos, Multi-Family (4 or more Units)
\$100.00	Special Use Application

Applicant's Name: PHILLIP J PERKOWSKI

Address: _____
Street City State Zip

Phone _____ Fax: _____ Email _____

Name of Proposed Development: Belle River Investment LLC

Location of development:

1001 SOUTH Belle River Ave
Number Street Parcel #

Copy of Legal Description Attached

Description of Development: New: _____ Addition: INTERIOR WALLS

Proposed Use: INSIDE MINI STORAGE UNITS

- Location of all easements
- All buildings with dimensioned floor plans, setback and yard dimensions, and typical elevation views of proposed structures
- Dimensioned parking spaces and calculations, drives, and method of surfacing
- Exterior lighting locations and illumination patterns
- Location and description of all existing and proposed landscaping, berms, fencing, and walls
- Sidewalks and bike paths
- Trash receptacle pad location and method of screening
- Transformer pad location and method of screening
- Dedicated road or service drive locations
- Entrance details including sign locations and size
- Designation of fire lanes
- Any other pertinent physical features

Natural Features

- Existing topography with a maximum contour interval of two feet indicated. Topography on the site and beyond the site for a distance of 100 feet in all directions shall be indicated.
- A grading plan showing finished contours at a maximum interval of two feet, correlated with existing contours so as to clearly indicate required cutting, filling, and grading.
- Location of existing drainage courses, lakes, ponds, wetlands, river and streams, including their water surface elevation, floodplain elevation, and ordinary high water mark.
- Location of other natural resources features, including woodlands.

Additional requirements for Multiple-Family, and PUD Developments:

- Density calculations by type of unit by bedroom count
- Designation of units by type of unit in each building
- Carport locations and details where proposed
- Specific amount of space and locations
- Type of recreation facilities to be provided in recreation space
- If proposed, details of community building and fencing of swimming pool

Additional requirements for commercial and industrial developments:

- Loading / unloading areas
- Gross and useable floor area
- Number of employees in peak usage

OMISSION OF ANY REQUIRED DATA WILL RESULT IN PROCESSING DELAY

Complete Applicable Proposed Use Information:

Churches, stadiums, theaters

Seating Capacity _____ Persons

Theater, hospitals, convalescent homes, auto washes, furniture and appliance stores, household equipment repair stores, all trades such as plumbers or electricians, all repair activities, auto dealers, golf courses and miniature golf courses.

Number of employees _____ Persons

Industrial

Numbers of Employees by Shift

<i>Shift</i>		<i>Employees</i>
0	to 0	0
	to	
	to	

Hospitals, convalescent homes

Number of Beds _____

Private golf and/or swimming clubs

Number of Members _____

Barbers, beauty salons

Number of Chairs _____

Lodge halls, pool parlors, roller/skate rinks

Health Department Capacity _____

Laundromats

Number of Machines _____

Doctor Office

Number of Exam Room _____

Dentist Office

Number of Chairs _____

Hotels, motels, commercial lodging

Number of Employees _____

Number of Rooms _____

Multiple family dwellings

Number of Units _____

Number of Bedrooms _____

NOTE: The engineer, architect, planner and/or designer retained to develop the site plan shall be responsible for securing a copy of the City of Marine City Zoning Ordinances, which are available on the City's website at www.marinecity-mi.org, and following all requirements therein. Further, these professionals shall make themselves aware of all master plan requirements (such as major thoroughfares, land use, recreation, etc).

I (We) hereby attest that all the information provided in this application, and attachments submitted, are true and correct to the best of my (our) knowledge and belief.

Applicant's Signature: Phelp J. Pulouse

Dated: 4-11-16

Owner's Signature: Phelp J. Pulouse

Dated: 4-11-16

Return to: City of Marine City
303 South Water Street
Marine City, Michigan 48039



WADE TRIM

RECEIVED
MAY 02 2016

City of Marine City

April 27, 2016

City of Marine City
303 S. Water Street
Marine City, Michigan 48039

Attention: Planning Commission

Re: Site Plan Review
1001 S. Belle River Avenue
Proposed Drive-Thru Self-Storage Center
Wade Trim File No.: MRN 6115-01D

Dear Commissioners:

We are in receipt of a site plan submitted by property owner Belle River Investments to establish a new drive-thru self-storage center use within an existing building located at 1001 S. Belle River Avenue. Located on the east side of S. Belle River Avenue, with direct frontage on the Belle River, the approximately 1.6 acre property is presently zoned I-1, Light Industrial District. As shown on the enclosed "Site and Zoning Development Pattern" exhibit, the subject site is actually comprised of two legal parcels, Parcel ID# 02-200-0007-000 (hereafter referred to as Parcel A) and Parcel ID# 02-125-0028-999 (hereafter referred to as Parcel B). The property is currently zoned I-1, Light Industrial District. The proposed use is a permitted principal use in the I-1 District (please refer to Section 160.126.(G)).

Parcel A is occupied by an existing 34,605 square-foot building. This building is presently vacant. The building occupies almost the entire property area and is built to the front property line. The building can be accessed by four existing service doors/driveways which connect directly to S. Belle River Avenue. Parcel B is presently vacant and consists of a grass area. An unimproved gravel driveway provides access from S. Belle River Avenue to Parcel B. It should be noted that Parcel B also extends across S. Belle River Avenue and occupies a vacant piece of residentially zoned land (Zoned R-1A district) at the southwest corner of S. Belle River Avenue and Brown Street.

The property owner intends to convert the majority of the existing building (27,640 square feet) into a drive-thru self-storage facility. The building would include 136 total self-storage units, ranging in size from 50 square feet to 300 square feet each. The southern-most 6,965 square feet of the existing building would be kept as a "personal storage area" for the owner. A proposed 12-foot, 8-inch wide access aisle would provide vehicular access within the building. Immediately to the north of the existing building, a six-space asphalt parking area is proposed, along with an asphalt driveway to S. Belle River Avenue (where the existing gravel driveway is currently located). According to the site plan, no employees will be present on-site. Customers of the self-storage facility will have access through an automatic door opener and key card device.

The site plan has been prepared by Mrozek Architecture, PLC and Bayview Engineering, Inc. with sheets dated, April 1, 2016, April 4, 2016, and April 15, 2016. We have reviewed this site plan for compliance with the City of Marine City Zoning Ordinance and sound planning principles. We note the following concerns or omissions:

Wade Trim Associates, Inc.
500 Griswold Avenue
Suite 2500

313.961.3650
313.961.0898 fax
www.wadetrim.com



1. The "Site Plan, Paving and Grading Plan" sheet includes the written legal description for the subject site (which consists of two legal parcels of land). However, the property lines shown on the sheet do not match the legal descriptions. For example, Parcel B (Parcel ID# 02-200-0007-000) includes Lot 4 of the Brown & Cottrells Subdivision, which is located at the southwest corner of S. Belle River Avenue and Brown Street; however, this is not reflected on the sheet.

Further, the "line" separating the two legal parcels is not shown. Based on St. Clair County GIS/assessment records, it appears that this line is just to the north of the existing building. This means that the proposed parking lot would either straddle two legal properties or would be located on a different legal property than the building that it is proposed to serve. We recommend that the property owner pursue with the City a lot split and combination so that the proposed self-storage center and parking lot would be included on a single legal parcel of land.

2. The proposed internal "drive-thru" access aisle will be a one-way access aisle, from the north end of the building to the south end. For much of its course within the building, the access aisle will be between 12 feet and 12 feet, eight inches wide. Given the nature of the storage use, the access aisle must be wide enough to accommodate vehicles parked for loading and unloading while also allowing for vehicles to maneuver around parked vehicles. Please note that various size trucks are likely to utilize the facility; a medium size U-Haul truck is seven feet, eight inches wide. The applicant should also examine the turning radii of the access aisle to ensure that it can accommodate longer trucks and vehicles with trailers.
3. A six-space off-street parking lot is proposed to the north of the existing building. However, no off-street parking calculations have been provided on the site plan, with the exception of a note stating that "building used for storage only, minimal parking needed." (Please note that the Zoning Ordinance does not contain a formula for determining the number of required off-street parking spaces for a self-storage facility; thus, the Planning Commission must consider the parking requirements of a similar use in accordance with Section 160.214,(A),(9)). The Planning Commission should provide direction to the applicant as to the parking formula that is applicable for this use.
4. Section 160.215,(G) of the Zoning Ordinance requires a continuous and obscuring wall not less than four feet, six inches in height along all sides of an off-street parking lot adjacent to a single-family residential zoning district. The properties immediately across S. Belle River Avenue are zoned R-1A, One-Family Residential District. Thus, an obscuring wall, as required by the ordinance, must be shown on the site plan along the front (west) side of the off-street parking lot. Further, keeping with the intent of this Section, it is our opinion that a wall would be required on the rear (east) side of the parking lot as a screening mechanism for the single-family zoned and used properties on the opposite side of the Belle River. This subject site is clearly visible from the rear yards of these properties across the river (also see Section 160.219,(H) and Section 160.221,(A)).
5. The "Site Plan, Paving and Grading Plan" sheet indicates that no landscaping is proposed. The applicant should be aware that the landscaping and screening

requirements of Section 160.219 would apply to this project (see Section 160.219,(B),(3) and (6)). Pertinent subsections would include, but are not limited to:

- Subsection (C) – Landscape plan required
- Subsection (E) – Landscape design standards
- Subsection (F) – General landscaping
- Subsection (H) – Perimeter parking lot landscaping
- Subsection (O) – Maintenance

The site plan will need to be revised to demonstrate compliance with Section 160.219.

6. The "Site Plan, Paving and Grading Plan" sheet illustrates a 4.5 inch thick bituminous pavement section. Pursuant to Section 160.215,(L) of the Ordinance, the owner must execute and deliver to the Planning Commission an approved performance bond guaranteeing that the parking area (and proposed maneuvering lanes) will be hard surfaced as required within one year after occupancy. Further, delivery of the bond is a condition precedent to the site plan approval.
7. The off-street parking area will require filling and grading for positive drainage toward the west, ultimately emptying over the seawall to the Belle River. It is possible that this filling and grading activity would require an Inland Lakes and Streams Permit from the DEQ for proximity and drainage to the Belle River, a connecting Great Lakes waterway.
8. A sidewalk is not identified along the front property line pursuant to Section 160.231.

In conclusion, we recommend action on this site plan be postponed to allow the applicant time to submit a revised site plan which addresses the concerns or omissions described above.

Very truly yours,

Wade Trim Associates, Inc.


Adam C. Young, AICP
Professional Planner

ACY:jei
MRN 6115-01D
SPR 1001 S Belle River Drive Thru Self-Storage.docx

Attachment (*Site and Zoning Development Pattern*)

cc: Mr. Arthur Garbarino, City Building Official

BB

SITE PLAN REVIEW APPLICATION

CITY OF MARINE CITY, MICHIGAN

303 S. Water Street, Marine City, Michigan 48039

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\$200.00	Single & Multi-Family (up to 3 Units)
\$300.00	Commercial, Industrial, Subdivisions, Condos, Multi-Family (4 or more Units)
\$100.00	Special Use Application

Applicant's Name: CHAFIC KADOUH

Address: _____
Street City State Zip

Phone _____ Fax: _____ Email: _____

Name of Proposed Development: MARINE CITY BEACH PAVILION

Location of development:

<u>S. BEACH PROP.</u>	<u>N WATER ST</u>	<u>74-02-475-0424-00</u>
Number	Street	Parcel #
		<u>74-02-475-0425-00</u>

Copy of Legal Description Attached

Description of Development: New: PAVILION + REST ROOM Addition: _____

Proposed Use: BEACH PAVILION + REST ROOM

Property Owner: CITY OF MARINE CITY

Address: _____
Street City State Zip

Phone: _____ Fax: _____ Email: _____

Site Plan Preparer: HOME DESIGN - GERALD FOURNIER
If petitioner is not the owner, state basis for representative (i.e. Attorney, Representative, Option-to-Buy, etc)

Checklist of Required Data to be Included on Site Plan

Site plans shall consist of an overall plan for the entire development. Sheet size shall be at least 24" x 36" with plan view drawn to a minimum scale of 1" = 20' if the subject property is less than three acres, and 1" = 50' if three or more acres. Included on the site plan will be all dimensions and the following:

General:

- Proprietors name, address and telephone number
- Date (month, day, year) including revisions
- Title block
- Scale
- North point
- Location map drawn at a scale of 1" = 2000' with North point indicated
- Architect, engineer, surveyor, landscape architect, or planner's seal
- Existing lot lines, building lines, structures, parking areas, etc. on the parcel, and within 100 feet of the site
- Centerline and existing and proposed right-of-way lines
- Zoning classification of petitioner's parcel and all abutting parcels
- Gross acreage figure
- Proximity to major thoroughfare and/or section corners

Physical Features:

- Proposed locations of access drives, street intersections, driveway locations, sidewalks, signs, curbing, and acceleration, deceleration, and passing lanes
- Location of existing and proposed service facilities above and below ground, including:
 - Storage, loading, and disposal areas for chemicals, hazardous substances, salt, and fuels
 - Water main, hydrants, pump houses, standpipes, and building services and sizes
 - Sanitary sewers and pumping stations
 - Stormwater control facilities and structures including storm sewers, swales, retention and detention basins, drainageways, and other facilities, including calculations for sizes

- Location of all easements
- All buildings with dimensioned floor plans, setback and yard dimensions, and typical elevation views of proposed structures
- Dimensioned parking spaces and calculations, drives, and method of surfacing
- Exterior lighting locations and illumination patterns
- Location and description of all existing and proposed landscaping, berms, fencing, and walls
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- Designation of fire lanes
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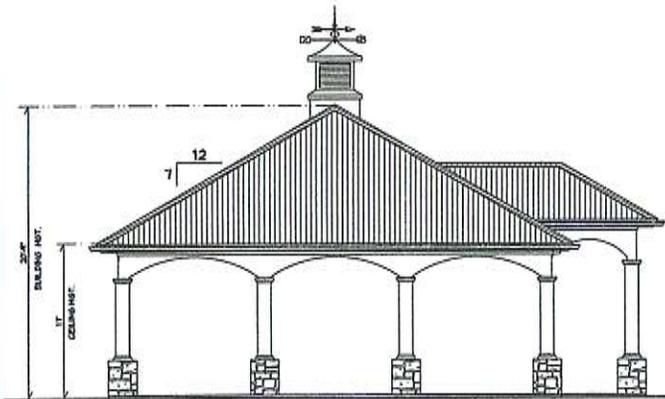
OMISSION OF ANY REQUIRED DATA WILL RESULT IN PROCESSING DELAY

I (We) hereby attest that all the information provided in this application, and attachments submitted, are true and correct to the best of my (our) knowledge and belief.

x Applicant's Signature:  _____
Dated: 6/1/14 _____

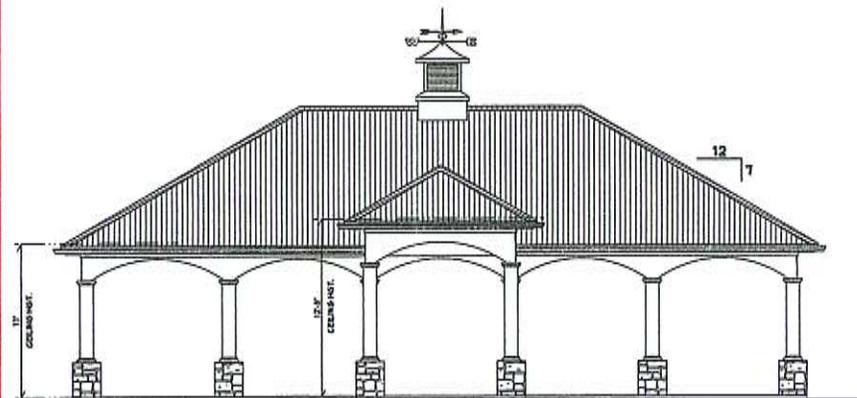
Owner's Signature: _____
Dated: _____

Return to: City of Marine City
303 South Water Street
Marine City, Michigan 48039



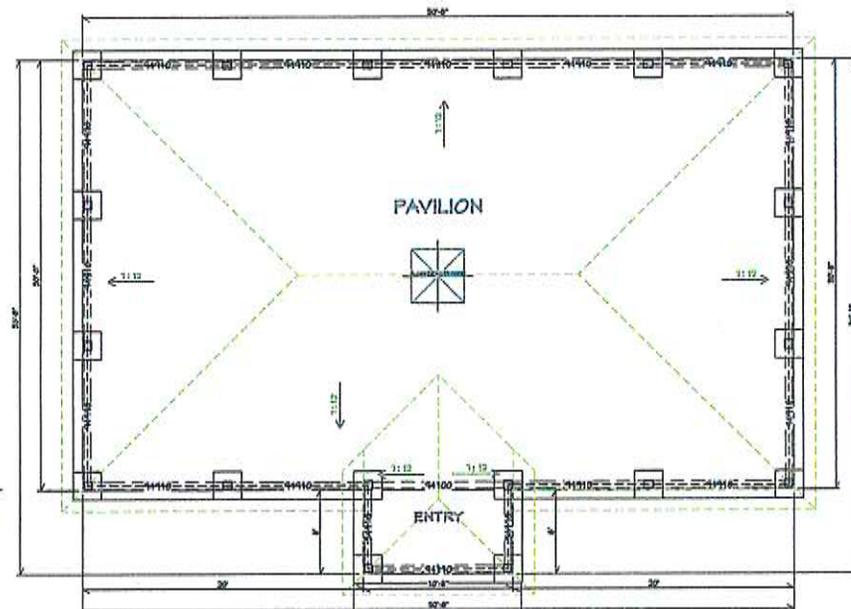
LEFT SIDE ELEVATION

SCALE: 1/4" = 1'-0"



FRONT ELEVATION

SCALE: 1/4" = 1'-0"



1st FLOOR PLAN

SCALE: 1/4" = 1'-0"



Gerald Fournier

314 PINEHURST COURT
ST. CLAIR, MI 48084
PH 810.924.4822

308571 10013-1000
LICENSED ENGINEER
(MI) 758-1202

NOTE: ALL SERVICES, PERFORMED, WITHIN THE STATE OF MICHIGAN, SHALL BE IN ACCORDANCE WITH THE PROFESSIONAL ENGINEERING ACT AND RULES AND REGULATIONS THEREUNDER. THE CLIENT AGREES TO HOLD THE ENGINEER AND ARCHITECT HARMLESS FROM AND AGAINST ALL LIABILITY, INCLUDING ATTORNEY'S FEES, IN CONNECTION WITH THE SERVICES PROVIDED HEREUNDER. THE CLIENT'S USE OF THE SERVICES PROVIDED HEREUNDER IS LIMITED TO THE PROJECT AND SITE SPECIFICALLY IDENTIFIED IN THIS CONTRACT. COPYRIGHT © 2016 GERALD FOURNIER

MARINE CITY BEACH PAVILION
WATER STREET
MARINE CITY, MI 48084

American Institute
of Building Design
A | B | D
Member

REVISIONS:
DRAWN BY: GMF
DATE: MAY 15, 2016
PLAN NO. 16'0129
SHEET 2 OF 3



HOME
Design

Ronald Fournier
514 PARKWAY DRIVE
ST. CLAIR, MI 48091
734-810-8148

305271 7061-1000
LICENSED ARCHITECT
(MI) 001132

NOTE: ALL RIGHTS RESERVED. THIS ARCHITECTURAL PLAN, SPECIFICATIONS, AND CONTRACT DOCUMENTS ARE THE PROPERTY OF HOME DESIGN, INC. AND ARE TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREIN. ANY REUSE OR REPRODUCTION OF THESE DOCUMENTS WITHOUT THE WRITTEN PERMISSION OF HOME DESIGN, INC. IS STRICTLY PROHIBITED. COPYRIGHT © 2016 RONALD FOURNIER.

MARINE CITY BEACH PAVILION
WATER STREET
MARINE CITY, MI 48064

American Institute
of Building Design
A | I | B | D
Member

REVISIONS:
DRAWN BY:
GWF
DATE:
MAY 14, 2016
PLAN NO.
16'0129
SHEET
3 OF 3

CITY PLANNING VISIONING MEETING

Tuesday, July 19, 2016

6:30 – 9:30 pm

Washington Life Center

403 N. Mary Street

Marine City



Please plan to attend this important event and assist the city in planning the future of Marine City.