



# CITY OF MARINE CITY

**Planning Commission Meeting Agenda**  
Marine City Fire Hall, 200 South Parker Street  
Regular Meeting: Monday, November 14, 2016 7:00 PM

---

1. **CALL TO ORDER**
2. **MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE**
3. **ROLL CALL:** Chairperson Rebecca Lepley; Commissioners Graham Allan, Linda Gabler, Keith Jenken, Rudolof Menchaca, Joseph Moran; City Commissioner David Simpson; Building Official Susan Wilburn; City Manager Elaine Leven
4. **COMMUNICATIONS**
5. **PUBLIC COMMENT** *Residents are welcome to address the Planning Commission. Please state name and address. Limit comments to five (5) minutes.*
6. **APPROVE AGENDA**
7. **APPROVE MINUTES**
  - A. October 7, 2016 Special Meeting Minutes
  - B. October 10, 2016 Meeting Minutes
8. **UNFINISHED BUSINESS**
  - A. Master Plan Update
9. **NEW BUSINESS**
  - A. Marine City Building/Code Enforcement Department ~ Susan Wilburn
  - B. Public Hearing ~ Special Land Use for Marine City Apartments
  - C. Site Plan Approval for Marine City Apartments
  - D. Public Hearing ~ Special Land Use for The Blake House Bed and Breakfast
  - E. Sign Approval for The Blake House Bed and Breakfast
10. **ADJOURNMENT**

7-A

**City of Marine City  
Planning Commission Special Meeting  
October 7, 2016**

A special meeting of the Marine City Planning Commission was held on Friday, October 7, 2016, in the Fire Hall, 200 South Parker Street, Marine City, Michigan, and was called to order by Chairperson Rebecca Lepley at 7:01pm.

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

**Present:** Chairperson Rebecca Lepley; Commissioners Linda Gabler, Rudolof Menchaca, Joseph Moran; City Commissioner David Simpson; City Manager Elaine Leven; City Clerk Kristen Baxter

**Absent:** Commissioner Keith Jenken, Building Official Wilburn

Motion by City Commissioner Simpson, seconded by Commissioner Menchaca to excuse Commissioner Jenken from the meeting. All Ayes. Motion Carried.

**Approve Agenda**

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

**Public Comment**

None.

**Unfinished Business**

***Public Hearing – Special Land Use - The Inn on Water Street***

Chairperson Lepley opened the Public Hearing at 7:01 pm.

Bill Klaassen, 620 N. Mary Street, questioned the Special Land Use “uses” and “permitted uses”. He said he would like everything treated the same. He questioned having garages on the first floor of the condominiums and asked if they were permitted.

Lisa Hendrick, 186 S. Third Street, asked if everything had been resolved from the Wade Trim review.

Rosalie Skwiers, 211 Michigan, said she was concerned over the lack of control the owners may have by combining the hotel with condominiums.

Motion by Commissioner Menchaca, seconded by Commissioner Gabler, to close the Public Hearing at 7:08 pm. All Ayes. Motion Carried.

Motion by Commissioner Allen, seconded by Commissioner Menchaca, to approve Special Land Use Application No. 01-2016, as presented.

City Commissioner Simpson explained that the Special Land Use spoke specifically to allowing the condominiums on the top floor of the hotel.

All Ayes. Motion Carried.

#### ***Site Plan Approval for The Inn on Water Street***

Motion by City Commissioner Simpson, seconded by Commissioner Allen, to approve the Site Plan for The Inn on Water Street, as presented.

City Manager Leven reported that Building Official Wilburn confirmed that the applicants had met all the conditions of the variance.

Commissioner Moran inquired about the driveways to the hotel and the builder advised that there would be a one-way driveway from Water Street, and a two-way driveway from Bridge Street.

All Ayes. Motion Carried.

#### **New Business**

None.

**Adjournment**

Motion by Commissioner Moran, seconded by Commissioner Menchaca, to adjourn at 7:17 pm. All Ayes. Motion Carried.

Respectfully submitted,

Kristen Baxter  
City Clerk

7-B

**City of Marine City  
Planning Commission Meeting  
October 10, 2016**

A regular meeting of the Marine City Planning Commission was held on Monday, October 10, 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 Graham Allan, Linda Gabler, Keith Jenken, Rudolofo Menchaca, Joseph Moran; City Commissioner David Simpson; City Manager Elaine Leven; Deputy Clerk Elizabeth McDonald

**Absent:** Building Official Susan Wilburn

**Communications**

Chairperson Lepley reminded the Board to provide the City Offices with their email address in order to receive training opportunities.

City Manager Leven advised the Board that the new City Attorney, Robert Davis, would be attending a meeting of each of the city Boards & Commissions in order to provide handouts and training materials. She also mentioned that after the November 8, 2016 General Election that there may be some shifting occurring on the Boards pending the election results.

**Public Comment**

No residents addressed the Commission.

**Approve Agenda**

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

## **Approve Minutes**

Motion by City Commissioner Simpson, seconded by Commissioner Gabler, to approve the July 11, 2016 Meeting Minutes of the Planning Commission, as presented. All Ayes. Motion Carried.

Motion by Commissioner Menchaca, seconded by City Commissioner Simpson, to approve the September 19, 2016 Special Meeting Minutes of the Planning Commission, as presented. All Ayes. Motion Carried.

## **Unfinished Business**

### ***Master Plan Update***

City Manager Leven recommended that the Board members review the Master Plan updates before the November 14, 2016 meeting and come prepared to discuss the revisions and provide comments.

City Commissioner Simpson questioned whether the Recreation Master Plan needed to be submitted this year and prior to the City Master Plan. City Manager Leven said that the Recreation Master Plan will be a part of the City Master Plan and that the process to submit a completed plan will take approximately six months.

The Board then discussed Code and Blight enforcement rules and procedures. It was decided that Building Official Wilburn will give a presentation to the Board at the November 14, 2016 meeting regarding her procedures and provide a general summary of department activities.

Parking in the downtown district was discussed at length by the Board. The following topics were talked about:

- SEMCOG parking survey conducted in recent past
- Parking signage improvements

No action taken at this time.

## **New Business**

None.

## Adjournment

Motion by Commissioner Moran, seconded by City Commissioner Simpson, to adjourn at 7:21pm. All Ayes. Motion Carried.

Respectfully submitted,

Elizabeth McDonald  
Deputy Clerk

Kristen Baxter  
City Clerk

9-B/C

RECEIVED

# SITE PLAN REVIEW APPLICATION

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

\$300.00

\$100.00

Single & Multi-Family (up to 3 Units)

Commercial, Industrial, Subdivisions, Condos, Multi-Family (4 or more Units)

Special Use Application

per KB+ EL

Steve Whitdell (810) 459-7185 - OWNER

Applicant's Name: MFS BUILDINGS & PROPERTIES

Address: \_\_\_\_\_  
Street City State Zip

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Name of Proposed Development: MARINE CITY APTS

Location of development:  
344 SOUTH WATER  
Number Street Parcel #

Copy of Legal Description Attached

Description of Development: New: \_\_\_\_\_ Addition: 203RD SEBY ADDITION

Proposed Use: 3 RESIDENTIAL APARTMENTS LOCATED ABOVE  
1 FLOOR RETAIL

Property Owner: \_\_\_\_\_

Address: \_\_\_\_\_  
Street City State Zip

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Site Plan Preparer: BLACKSTOCK ALESSANDRI ASSOCIATES  
*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
- 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**



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: Steven E. Whitesell II

Dated: 23 Aug 2016

Owner's Signature: Steven E. Whitesell II

Dated: 23 Aug 2016

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



# CITY OF MARINE CITY

303 S. Water Street  
MARINE CITY, MICHIGAN 48039  
(810) 765-8846 • Fax (810) 765-4010

---

**To:** Chairman and Members of the Marine City Planning Commission  
**From:** Susan Wilburn, Building Official  
**Date:** August 22, 2016  
**Subject:** Marine City Apartments, (Above My Sister's Closet)  
05 475 0228 000

---

**Re:** Marine City Apartments

***Site Plan Review:***

Attached with this memo are the architectural building plans for proposed 3 apartments above My Sister's Closet.

These proposed apartments are to be built above the existing commercial property housing My Sister's Closet as well as a 130 s.f. addition for a stairwell spanning first through third floors. The zoning for this B-1 Central Business District.

The drawings propose for the addition of a second floor addition of 1,900 s.f. and a third floor addition of 1,700 s.f. for 3 residential units. Also, for a 130 s.f. addition to the first floor for a stairwell.

This project has not been reviewed by Wade Trim Associates, Inc.

***Summary:***

Upon Planning Commission approval, 2 complete sets of detailed site plan and architectural drawings will be required. These drawings will be subject to the Building Official's and possibly Wade Trim Associates, Inc. and/or third party plan review approval.

***NOTE:*** The building of these proposed apartments will block windows on existing residential apartments next door above the Riverbank Theatre.

*"In the Heart of Blue Water District"*

**City of Marine City**  
**NOTICE OF PUBLIC HEARING**  
**SPECIAL LAND USE APPLICATION**

---

Residents, owners of real property, and other interested persons, please take notice that the City of Marine City Planning Commission will hold a Public Hearing on Monday, November 14, 2016 at 7:00 PM at the Fire Hall, 200 South Parker Street, Marine City, Michigan 48039, to consider an application for special use, as follows:

**SPECIAL USE APPLICATION NO. 02-2016:** Applicant, Steven Whitesell of MFS Building & Properties, is requesting, per Section 160.082(c) of the Zoning Ordinance, a special land use approval to allow a proposed second floor addition of 1,900 square ft. and a third floor addition of 1,700 square ft. for (3) residential units above the existing commercial property housing My Sister's Closet. This will also include building a 130 square ft. addition to the first floor for a stairwell spanning from the first to third floors. This property is currently zoned B-1, Central Business District. The legal description of the subject property, 344 S. Water Street, is as follows:

**S 25' OF LOTS 112 AND 113 BLK 20 MAP OF THE VILLAGE OF MARINE**

**Parcel No: 74-02-475-0228-000**

Comments regarding this Special Land Use Application will be received at the Public Hearing. Written comments will also be received at the Marine City Offices, 303 South Water Street, Marine City, Michigan 48039 until the close of business on November 14, 2016. The application is on file at the City Offices and may be inspected during regular business hours.

Kristen Baxter, City Clerk  
Published: October 26, 2016

**City of Marine City**  
**NOTICE OF PUBLIC HEARING**  
**SPECIAL LAND USE APPLICATION**

---

Residents, owners of real property, and other interested persons, please take notice that the City of Marine City Planning Commission will hold a Public Hearing on Monday, November 14, 2016 at 7:00 PM at the Fire Hall, 200 South Parker Street, Marine City, Michigan 48039, to consider an application for special use, as follows:

**SPECIAL USE APPLICATION NO. 02-2016:** Applicant, Steven Whitesell of MFS Building & Properties, is requesting, per Section 160.082(c) of the Zoning Ordinance, a special land use approval to allow a proposed second floor addition of 1,900 square ft. and a third floor addition of 1,700 square ft. for (3) residential units above the existing commercial property housing My Sister's Closet. This will also include building a 130 square ft. addition to the first floor for a stairwell spanning from the first to third floors. This property is currently zoned B-1, Central Business District. The legal description of the subject property, 344 S. Water Street, is as follows:

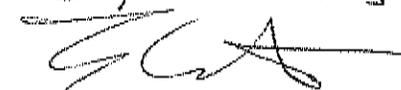
**S 25' OF LOTS 112 AND 113 BLK 20 MAP OF THE VILLAGE OF MARINE**

**Parcel No: 74-02-475-0228-000**

Comments regarding this Special Land Use Application will be received at the Public Hearing. Written comments will also be received at the Marine City Offices, 303 South Water Street, Marine City, Michigan 48039 until the close of business on November 14, 2016. The application is on file at the City Offices and may be inspected during regular business hours.

*They have my blessings to build whatever they want, its their property*

*thank you*

*Jay Carrothers*  


*Jay Carrothers*  
*412 S. Water*  
*Marine City Mich*

Kristen Baxter, City Clerk  
Published: October 26, 2016

RECEIVED  
SEP 23 2016

9-D/E

PAID

SEP 29 2016

City of Marine City

# SITE PLAN REVIEW APPLICATION

## 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: Corine Mullins

Address: 358 South Main St. MC. MI. 48039  
Street City State Zip

Phone: 810-570-7232 Fax: \_\_\_\_\_ Email: Theblakehouse10@yahoo.com

Name of Proposed Development: The Blake House

Location of development:  
358 South Main St MC MI 48039  
Number Street Parcel #

Copy of Legal Description Attached

Description of Development: New: Bed-Breakfast Addition: \_\_\_\_\_

Proposed Use: one bedroom, one bath, living room and kitchenette, carriage house for rent (nightly, vacation rental). Includes breakfast and private balconies, private entrance

Property Owner: Corine Mullins

Address: 358 South Main St DC Mi 48039  
Street City State Zip

Phone: 810-570-7232 Fax: \_\_\_\_\_ Email: theblakehouse10@yahoo.com

Site Plan Preparer: \_\_\_\_\_  
*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
- 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**



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: \_\_\_\_\_

*Corine Mullins*

Dated: \_\_\_\_\_

*Sept 28, 2016*

Owner's Signature: \_\_\_\_\_

*Corine Mullins*

Dated: \_\_\_\_\_

*Sept 28, 2016*

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





**DRAINAGE (CONT.)**

- |  | Y                        | N                        | N/A                      |
|--|--------------------------|--------------------------|--------------------------|
| 11. STORM SEWER SIZED & EXTENDED FOR ADJOINING PROPERTIES<br>(CHECK MASTER PLAN IF APPLICABLE) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 12. SUMP PUMP CONNECTIONS SHOWN (NO BLIND TAPS)  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 13. ROOF DRAINS, OUTLET  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 14. DRAINAGE TO RIGHT-OF-WAY RESTRICTED  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 15. IS HYDROLOGY REVIEW WARRANTED?   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 16. EASEMENTS WHERE REQUIRED (12' MIN.)  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 17. CONSTRUCTION DETAILS (MANHOLES, C.B.'S, PIPE MATERIALS)                                    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

**WATER SUPPLY**

- |  |                          |                          |                          |
|--|--------------------------|--------------------------|--------------------------|
| 1. EXISTING BORINGS, PROBES, WELLS   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. PROPOSED WELLS  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. ADEQUATE ISOLATION  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. WATER MAIN SIZE ADEQUATE  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. WATER MAIN LOOPED (IF SERVING MORE THAN 30 UNITS)   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. ADEQUATE FIRE HYDRANT COVERAGE  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. FIRE HYDRANT OR FIRE HYDRANT & GATE VALVE PROVIDED AT<br>DEAD ENDS IF WATER MAIN TO BE EXTENDED   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. F.G. PROVIDED FOR FIRE HYDRANT AND GATEWELL RIMS  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 9. PROPER JOINT RESTRAINT PROVIDED   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 10. WATER MAIN SIZED AND EXTENDED TO SERVE ADJOINING<br>PROPERTY   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 11. VALVE LOCATIONS (1250' MAX. SPACING, NOT MORE THAN 30'<br>DISCONNECTED WHEN CLOSING SECTIONS, NOT MORE THAN<br>4 VALVES TO CLOSE OFF SECTION | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 12. ADEQUATE SEPARATION FROM SEWERS  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 13. ARE INDIVIDUAL SERVICES SHOWN ON PLANS   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 14. IS HYDRAULICS DEPARTMENT REVIEW WARRANTED  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 15. EASEMENTS WHERE REQUIRED (12' MIN.)  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 16. CONSTRUCTION DETAILS (VALVES, TRENCH, HYDRANT, AND<br>MATERIALS SPECIFICATIONS FOR VALVES, TRENCH,<br>HYDRANT)                               | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

**SANITARY SEWER**

- |  |                          |                          |                          |
|--|--------------------------|--------------------------|--------------------------|
| 1. EXISTING INVERTS  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. FIRST FLOORS SERVICED   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. BASEMENT FLOORS SERVICED (IF INDICATED)   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. SERVICE LEADS SHOWN IN PLAN & PROFILE AND SIZED<br>APPROPRIATELY  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. MINIMUM SLOPES ACCEPTABLE (2 FPS REQUIRED)  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. MANHOLE SPACING (400' MAX.)   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. CLEANOUTS ON LEADS  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. IS CAPACITY AVAILABLE IN EXISTING COLLECTION SYSTEM/P.S.  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 9. SEWER ACCESSIBLE  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 10. ADEQUATE SEPTIC TANK WHERE NECESSARY   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 11. ADEQUATE DRAINFIELD AREA (AND RESERVE AREA)  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 12. ADJACENT PROPERTIES SEPTIC TANK/DRAINFIELD   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 13. EASEMENTS WHERE REQUIRED (20' MIN IF IN REAR OR SIDE YARD)   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 14. CONSTRUCTION DETAILS (M.H., TRENCH, PIPE MATERIALS,<br>CONNECTIONS TO M.H., CASTINGS)                        | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 15. PROFILE INCLUDING ALL EX AND PROPOSED UTILITY CROSSINGS<br>(NO CONFLICTS W/OTHER UTILITIES ESP. SEWER LEADS) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 16. SEWER SIZED AND EXTENDED TO SERVE ADJOINING PROPERTY   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 17. DETAILS FOR SEWER TESTING PROVIDED   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 18. BASIS OF DESIGN AND SERVICE DISTRICT SERVICE MAP ON PLAN<br>(MDEQ PERMIT APPLICATION REQUIRED)               | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

MISCELLANEOUS SITE DETAILS

1. TRASH CONTAINERS AND ENCLOSURES
2. LIGHTING
3. UNDERGROUND WIRING
4. SIGNS
5. SIDEWALKS
6. MISS DIG NOTES

Y	N	N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

REQUIRED APPROVALS

1. COUNTY DRAIN COMMISSION (SOIL EROSION CONTROL)
2. COUNTY ROAD COMMISSION
3. MDOT
4. HEALTH DEPARTMENT
5. MDEQ - SANITARY SEWER
6. MDEQ - WATER
7. MDEQ - WETLANDS
8. MDEQ - LAND AND WATER MANAGEMENT

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



Sign Measures 12" x 18"

# City of Marine City, Michigan

303 S. Water Street, Marine City, Michigan 48039

## Bed & Breakfast Annual License Application

1. Address of Bed & Breakfast: 258 S Main St
  2. Owner Name(s), Address and Telephone: Corine Mullins  
358 S. Main St. MC, MI. 48039 710-580-7232
  3. Establishment Operator: Corine Mullins
  4. Number of Rental Sleeping Rooms: 1
  5. Square Footage and Occupancy of Each Rental Room: 550 Sq. Ft
6. Does each rental sleeping room have a smoke detector: (Yes) No
  7. Are lavatory/bathing facilities available to all persons using the rental sleeping rooms:  
(Yes) No
  8. Are there at least two (2) exits to the outdoors from the premises: (Yes) No
  9. Are there any rental sleeping rooms in a third floor area: Yes (No)
  10. If yes, are fire escapes provided for the third floor in addition to the two exits required:  
Yes \_\_\_\_\_ No \_\_\_\_\_

APPLICANT'S SIGNATURE

*Corine Mullins*

# 810-580-7232

Dated: 9-6-16

\*\*\*\*\*

### For Office Use Only

1. Is zoning appropriate: Yes ✓ No \_\_\_\_\_
2. Is establishment in a B-1 or B-2 Business District, or R-1 Residential: Yes ✓ No \_\_\_\_\_
3. Total square feet of dwelling unit: 550 SF
4. Square foot percentage to be used for rental sleeping rooms: 200 SF
5. Is parking provided, as required: Yes ✓ No \_\_\_\_\_
6. Are there smoke detectors in each rental sleeping room: Yes ✓ No \_\_\_\_\_
7. Are lavatory/bathing facilities available: Yes ✓ No \_\_\_\_\_
8. Are minimum exit requirements provided: Yes ✓ No \_\_\_\_\_
9. Does establishment meet all requirements for licensing: Yes \_\_\_\_\_ No \_\_\_\_\_
10. If no, date of appeal, if requested, to City Commission: \_\_\_\_\_
11. Date of inspection 9/19/16
12. Date of Issuance of Certificate of Occupancy: \_\_\_\_\_

*Don Williams - BUSINESS OFFICIAL*

Return Completed Application to:

City Clerk's Office  
City of Marine City  
303 S. Water Street  
Marine City, Michigan 48039

RECEIVED  
SEP 06 2016

City of Marine City

ANNUAL FEE: \$25.00

DATE PAID: \_\_\_\_\_



# CITY OF MARINE CITY

303 S. Water Street  
MARINE CITY, MICHIGAN 48039  
(810) 765-8846 • Fax (810) 765-4010

---

**To:** Chairman and Members of the Marine City Planning Commission  
**From:** Susan Wilburn, Building Official  
**Date:** September 3, 2016  
**Subject:** Corine Mullins – The Blake House Bed and Breakfast  
358 S. Main St., Parcel 02-475-0141-000

---

**Re:** The Blake House Bed and Breakfast

**Review:**

Attached with this memo is the application for the proposed bed and breakfast above the garage located at 358 S. Main.

**This proposed business is built above the existing garage. The rental unit is a single bedroom, single bathroom with living area and deck. The zoning for this R-1A One-Family Residential. As outlined in the ordinance, the proposed bed and breakfast is an allowable use in this zoning with planning commission approval.**

**160.037 USES PERMITTED SUBJECT TO SPECIAL CONDITIONS.**

The following uses shall be permitted, subject to the conditions hereinafter imposed for each use and subject further to the review and approval of the Planning Commission:

(L) Bed-and-breakfast operations. A use which is subordinate to the principal use of a dwelling unit as a single-family dwelling unit, and a use in which transient guests are provided a sleeping room and board in return for payment. The use shall conform to the following conditions:

(1) The dwellings shall be located only in the B-1 and B-2 Business Districts, or R-1 Residential, subject to the following conditions:

(a) A business license is obtained in accordance with Chapter 111 of the code.

(b) The exterior appearance of the structure shall not be altered from its single family character.

(2) The establishment shall be located within a residence which is the principal dwelling unit on the property, and said dwelling is the principal residence of the establishment operator.

(3) Not more than 25% of the total floor area of the dwelling unit shall be used for bed-and-breakfast sleeping rooms.

(4) There shall be no separate cooking facilities used for the bed-and-breakfast sleeping rooms.

(5) A sign identifying the operation may be located on the premises only after the Planning Commission shall have approved its design, size, location and height.

(6) In addition to the parking requirements required for the principal use hereby, 1 additional space shall be provided for each rental room. Such additional spaces as are required shall be located in the side or rear yard and be constructed and enclosed as directed by the Planning Commission. The Planning Commission may require additional space for employee parking.

**The owner has also requested approval for a sign.**

(3) *Permitted signs by zoning district.*

(a) *R-1A, R-1B, R-M and MHP district sign types allowed.*

1. For each dwelling unit, 1 nameplate not exceeding 2 square feet in area, indicating the name of the occupant.

2. For structures other than dwelling units, 1 identification sign not exceeding 10 square feet, except a church bulletin board not exceeding 18 square feet.

**NOTE:** The owner has applied for a small business license and the proposed bed and breakfast meets all of the above specifications.

**City of Marine City**  
**NOTICE OF PUBLIC HEARING**  
**SPECIAL LAND USE APPLICATION**

---

Residents, owners of real property, and other interested persons, please take notice that the City of Marine City Planning Commission will hold a Public Hearing on Monday, November 14, 2016 at 7:00 PM at the Fire Hall, 200 South Parker Street, Marine City, Michigan 48039, to consider an application for special use, as follows:

**SPECIAL USE APPLICATION NO. 03-2016:** Applicant, Corine Mullins, is requesting, per Section 160.037(L) of the Zoning Ordinance, a special land use approval to allow a residential unit for a proposed Bed & Breakfast business above the existing garage at the applicant's residential property, which is currently zoned R-1A, One-Family Residential. The legal description of the subject property, 358 S. Main Street, is as follows:

**LOT 96 EX THE W 50' THEREOF ALSO LOT 97 BLK 12 & W 40' OF THAT PART  
OF PUBLIC SQUARE LYING BETW. N & S LINES OF LOT 97 EXTENDED E LY MAP  
OF THE VILLAGE OF MARINE T3N R16E SEC 01**

**Parcel No: 74-02-475-0141-000**

Comments regarding this Special Land Use Application will be received at the Public Hearing. Written comments will also be received at the Marine City Offices, 303 South Water Street, Marine City, Michigan 48039 until the close of business on November 14, 2016. The application is on file at the City Offices and may be inspected during regular business hours.

Kristen Baxter, City Clerk  
Published: October 26, 2016