

AGENDA
MARQUETTE CITY PLANNING COMMISSION
Tuesday, May 5, 2020 at 6:00 p.m.
Conducted Remotely via Zoom

MEETING CALLED TO ORDER

- 1) ROLL CALL
- 2) APPROVE AGENDA
- 3) APPROVE MINUTES
- Minutes of 04-21 Not Available
- 4) CONFLICT of INTEREST

1. PUBLIC HEARINGS

A. 08-SUP-05-2020 - 100 Genesee St., Recreational Marijuana Retailer

2. CITIZENS WISHING TO ADDRESS THE COMMISSION ON AGENDA ITEMS

3. OLD BUSINESS

4. NEW BUSINESS

5. CITIZENS WISHING TO ADDRESS THE COMMISSION ON NON-AGENDA ITEMS

6. CORRESPONDENCE, REPORTS, MINUTES OF OTHER BOARDS/COMMITTEES

A. Bi-weekly Reports from Planning-Zoning Division

7. WORK SESSION ON REPORTS/PLANS/ORDINANCES

8. COMMISSION AND STAFF COMMENTS

9. ADJOURNMENT

Public Hearings:

The order of presentation for a public hearing shall be as follows:

- a. City Staff/Consultants
- b. Applicant
- c. Correspondence
- d. Public Testimony
- e. Commission Discussion (Commissioners should state any ex-parte contact, if it occurred, prior to entering into discussion or voting on a case).

Public Comment:

A member of the audience speaking during the public comment portion of the agenda shall limit his/her remarks to 3 minutes. Time does not need to be reserved for an item of business listed on the agenda, or otherwise addressed under Item #2, as time is provided for public comment for each item of business.



PUBLIC SERVICE ANNOUNCEMENT

For Immediate Release

April 29, 2020

For More Information:

City Planning Office / 225-8103 / dstensaas@marquettemi.gov

MAY 5th PLANNING COMMISSION MEETING PARTICIPATION

Due to Executive Order 2020-21, the May 5th Planning Commission meeting will be held virtually with Commission members and Staff attending remotely through Zoom video conferencing.

This meeting will be streamed on the City of Marquette YouTube channel (<https://www.youtube.com/user/CityofMarquetteGov>). Please note that the livestreams will have at least a 20 second delay.

Public Participation

There will be three options for public participation in this meeting: video conferencing, phone conferencing, or written comment. There will be three public comment periods for the meeting, one at the beginning, one during the special land use request, and one at the end. Comments will be limited to three minutes and speakers must give their name and address.

Members of the public wishing to make a video comment will need to visit:

<https://us02web.zoom.us/j/89937079955>

Members of the public wishing to call in and make a comment over the phone will need to call 312-626-6799 and enter the meeting ID (899 3707 9955).

When participating via video or phone conferencing, you will be placed into a virtual lobby/on-hold until the Public Comment portions of the meetings are reached. Once Public Comment begins, the Chair will go through each person waiting in the lobby one at a time and provide them with the opportunity to address the Commission. It is recommended that participants follow the meeting on YouTube to know when the Public Comment portion is occurring and be ready to make their comment.

The video and phone conference lobby will open at 5:50 p.m. on May 5, 2020.

This meeting will not be streamed on the City of Marquette Channel 191 due to budget limitations.

Written comments can be submitted by emailing dstensaas@marquettemi.gov. Written submissions will be accepted until 5 p.m. on Tuesday, May 5th, 2020.

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CITY OF MARQUETTE
PLANNING AND ZONING
1100 WRIGHT STREET
MARQUETTE, MI 49855
(906) 228-0425
www.marquettemi.gov

MEMORANDUM

TO: Planning Commission
FROM: Andrea Landers, Zoning Official
DATE: April 28, 2020
SUBJECT: 08-SUP-05-20 – 100 Genesee Street (PIN: 0050330)

Staff has reviewed the Special Land Use permit for a Marihuana Retailer located at 100 Genesee Street.

Please see the attached STAFF FILE REVIEW/ANALYSIS for more specific information regarding the Special Land Use application and site plan.

RECOMMENDED ACTION:

The Planning Commission should review the Special Land Use application, Site Plan Review application and site plan, along with the support information provided in this packet, and determine whether or not the proposed Special Land Use is in compliance with the City of Marquette Land Development Code, more specifically, the Special Land Use Standards in Section 54.1403, the Site Plan Review Standards in Section 54.1402, and Section 54.628 for Marihuana Retailer

In accordance with State Law, if the proposed Special Land Use meets all of the standards prescribed in the City Land Development Code then it shall be approved. However, the Planning Commission may consider placing conditions on approval if it is deemed necessary to assure compliance with the above standards.

As always, it is highly recommended that any motion approving the Special Land Use include:

After review of the site plan set dated April 1, 2020, with supplemental documentation and the STAFF FILE REVIEW/ANALYSIS for 08-SUP-05-20, the Planning Commission (finds/does not find) that the request (meets/does not meet) the intent and requirements of the Land Development Code Sections 54.1403, 54.1402, and 54.628, and hereby (approves/denies) 08-SUP-05-20 (as presented/with the following conditions).

- **Staff recommends the following condition of approval that an amended plan is submitted to meet staff comments including discussion with the City Arborist to amend the landscaping plan per the Arborist suggestions.**



STAFF FILE REVIEW/ANALYSIS

Completed by Andrea Landers – Zoning Official

Reviewed by David Stensaas – City Planner and Zoning Administrator

Case #: 08-SUP-05-20

Date: April 28, 2020

Project/Application: Special Land Use Permit for a Marihuana Retailer. Proposal includes site improvements for stormwater management, landscaping additions, and new parking.

Location: 100 Genesee Street

Parcel ID: 0050330

Available Utilities: Natural Gas, Electricity, City Water, City Sewer, and Garbage Collection.

Current Zoning: GC – General Commercial

Surrounding Zoning: North: GC – General Commercial
South: GC – General Commercial
East: M-U – Mixed-Use
West: M-U – Mixed-Use & MDR- Medium Density Residential

Year Built: The structure was built in 1951, and remodeled 1975.

Sales: The property owner has owned the structure since March 25, 2014.

Zoning District Standards (Staff Comments in Bold Text):

Section 54.313 GC, General Commercial District

(B) Permitted Principal Uses	(C) Special Land Uses
<ul style="list-style-type: none">• Accessory Building or Structure• Bar• Child Care Center or Day Care Center• Drive-Through Uses• Emergency Services• Farmers' Markets• Food Production, Minor• Gasoline Service Stations• Health Services• Hospice• Hotel or Motel	<ul style="list-style-type: none">• Accessory Use, Non-Single Family Residential Lots• Hospital• Manufacturing, Light• Marihuana Designated Consumption Establishment• Marihuana Grower – Class A• Marihuana Grower – Class B• Marihuana Grower – Class C• Marihuana Grower – Excess• Marihuana Microbusiness Light Manufacturing

STAFF FILE REVIEW/ANALYSIS

Page 2 of 10

<ul style="list-style-type: none"> • Indoor Recreation • Medical Hospital Related Accessory Uses • Medical Hospital Related Office • Medical Hospital Related Uses • Office, Medical • Office, Professional • Outdoor Food and Beverage Service • Outdoor Recreation • Public or Governmental Building • Religious Institution • Restaurant, Indoor Service • Retail Business, Indoor • Retail Sales, Outdoor Temporary • Service Establishment • Storage, Open • Veterinary Clinic (Domestic Animals Only) • Wholesale Trade Establishment 	<ul style="list-style-type: none"> •Marihuana Processor – Light Manufacturing •Marihuana Retailer •Marihuana Safety Compliance Facility •Pet Boarding Facility •Recreational Use, Public •Retail Business, Outdoor Permanent •Vehicle Repair and Service • Wireless Telecommunications Facilities
Where there is a discrepancy between Section 54.306 and this table, Section 54.306 shall prevail.	

As per the table above, a **Marihuana Retailer** is an allowable *special land use* in the GC Zoning District.

(D) Dimensional Regulations			
<i>Lot, Coverage, and Building Height Standards</i>		<i>Minimum Setbacks</i>	
<i>Min. Lot Area (sq. ft.)</i>	None	<i>Front Yard (ft.)</i>	0 (E) , (F)
<i>Min. Lot Width (ft.)</i>	None	<i>Side Yard (one) (ft.)</i>	15 (H)
<i>Max. Impervious Surface Coverage (%)</i>	(R)	<i>Side Yard (total of 2) (ft.)</i>	30 (H)
<i>Max. Building Height of Primary Building (ft.)</i> (O)	40	<i>Rear Yard (ft.)</i>	20
<i>Max. Building Height of Accessory Building</i>	18		
<i>Max. Building Height (stories)</i>	-		
Where there is a discrepancy between Article 4 and this table, Article 4 shall prevail.			

Relationship to the Land Development Code Standards Applicable to Specific Land Uses (Staff Comments in Bold Text):

Section 54.628 Marihuana Establishments

(A) A marihuana grower, marihuana processor, marihuana retailer, marihuana safety compliance facility, marihuana secure transporter, marihuana microbusiness, and marihuana designated consumption establishment may be permitted through the issuance of a special land use permit in certain districts pursuant to Article 14, [Section 54.1403](#) Special Land Use Review of the Code provide that:

(1) At the time of application for a special use permit the marihuana establishment must have a provisional license by the State of Michigan and then must be at all times in compliance with the laws of the State of Michigan including but not limited to the Michigan Regulation and Taxation of

Marihuana Act, MCL 333.27951 et seq.; and all other applicable rules promulgated by the State of Michigan.

Please see the attached letter.

- (2) The use or establishment must be at all times in compliance with Chapter 5 Marihuana and all other applicable laws and ordinances of the City of Marquette.

Per the applicant's narrative, they will meet this.

- (3) A marihuana establishment, or activities associated with the licensed growing, processing, testing, transporting, or sales of marihuana, may not be permitted as a home business or accessory use nor may they include accessory uses except as otherwise provided in this ordinance.

Per the applicant's narrative, they meet this.

- (H) Marihuana Retailer. Marihuana Retailers shall be subject to the following standards:

- (1) All local, county, state and federal laws, rules and regulations pertaining to the emission of odor, dust, smoke, gas, noise, vibration and the like, shall be met at all times during operation of any building related to the operation.

Per the applicant's narrative, they will meet this.

- (2) Odor. As used in this subsection, building means the building, or portion thereof, used for marihuana retailer.
- (a) The building shall be equipped with an activated carbon filtration system for odor control to ensure that air leaving the building through an exhaust vent first passes through an activated carbon filter.
 - (b) The filtration system shall consist of one or more fans and activated carbon filters. At a minimum, the fan(s) shall be sized for cubic feet per minute (CFM) equivalent to the volume of the building (length multiplied by width multiplied by height) divided by three. The filter(s) shall be rated for the applicable CFM.
 - (c) The filtration system shall be maintained in working order and shall be in use. The filters shall be changed upon manufacturer's recommendation, or a minimum of once every 365 days, whichever occurs first.
 - (d) Negative air pressure shall be maintained inside the building.
 - (e) Doors and windows shall remain closed, except for the minimum length of time needed to allow people to ingress or egress the building.
 - (f) An alternative odor control system is permitted if the special use permit applicant submits and the municipality accepts a report by a mechanical engineer licensed in the State of Michigan demonstrating that the alternative system will control odor as well or better than the activated carbon filtration system otherwise required. The municipality may hire an outside expert to review the alternative system design and advise as to its

comparability and whether in the opinion of the expert it should be accepted.

Per the applicant's narrative, "FCP will employ a comprehensive odor mitigation strategy to ensure the ambient air outside our facility has no smell that would be associated with our proposed use. We plan to utilize activated carbon filtration as part of our HVAC. Our filtration system will consist of at least one fan and filtration, that will be sized for cubic feet per minute to the volume of the building divided by three. At all times, our filtration system will be in good working order, we will change filters on shorter of manufacturers guidelines or every 365 days. FCP plans to employ a reverse pressurization system as part of our odor mitigation strategy in accordance with municipal ordinance. To maximize the effectiveness of our reverse pressure system all doors and windows shall remain closed, except for the minimum length of time needed to allow people to ingress or egress the building. At this time FCP has elected to utilize known and effective odor mitigation techniques such as carbon filtration and reverse pressure. FCP continually operates with industry best practices and has a desire to be a good corporate citizen, therefore; we will continue to reevaluate our odor mitigation policies as new and effective techniques become available and widely adopted."

- (3) Patrons/customers/clients: No one under the age of 21 shall be permitted within the establishment/building(s).

Per the applicant's narrative, no one under the age of 21 will be allowed in the establishment.

- (4) No use or consumption of marihuana or marihuana products may be conducted within the establishment/building or on the premises (unless an approved designated consumption establishment is located on the premises).

Per the applicant's narrative, "There will be no use or consumption of marihuana or marihuana products within the establishment by anyone".

- (5) Marihuana and marihuana products may only be sold within the establishment/building.

Per the applicant's narrative, "all marijuana and marijuana products will be sold in our state licensed facility within the restricted access sales floor".

- (6) All deliveries/transfer of Marihuana and Marihuana products must occur within the establishment/building.

Per the applicant's narrative, "Our proposed site plan includes a shipping bay that will suffice for a "brinks" style secure transport

vehicle. All of our deliveries will happen within our restricted access shipping bay, which is located within the establishment”.

- (7) All signs shall be in compliance with the provisions of [Article 11](#) of this Ordinance.

Per the applicant’s narrative, “All of FCP, dba dune grass co, signage will be in compliance with provisions of Article 11 of the Ordinance”.

- (8) Parking: All off-street parking shall be in compliance with [Article 9](#) of this Ordinance.

Per the applicant’s narrative, “FCP proposed site plan provides off street parking that is in compliance with Article 9 of the Ordinance”.

- (9) Landscaping: Landscaping and Screening shall be provided in accordance with [Article 10](#) of this Ordinance.

Per the applicant’s narrative, “Pending site plan approval, FCP will arrange a meeting with the City of Marquette Arborist to develop a custom landscaping plan in accordance with Article 10 of the Ordinance”.

- (10) Exterior Lighting: All exterior lighting shall be in accordance with [Section 54.802](#) of this Ordinance.

Per the applicant’s narrative, “FCP has proposed a site plan with exterior lighting that meets all requirements set forth in Section 54.802 of the Ordinance”.

Relationship to the Land Development Code Special Land Use Standards (Staff Comments in Bold Text):

Section 54.1403 Special Land Use Review

- (E) Standards of Special Land Use Review. *In permitting a special land use, the Planning Commission shall make a finding that the special land use will be in compliance with the general purpose of the ordinance and the intent of the district in which it is located and will not be injurious to the spirit of this Ordinance and intent of the district, and will not be injurious to the neighborhood, or otherwise detrimental to the public health and welfare. A request for approval of a land use or activity shall be approved if the request is in compliance with the following standards, as well as other applicable City ordinances, and state and federal statutes:*

- (1) Intent of Zoning District. *The intent of the Zoning District is met and the proposed use is in harmony with appropriate and orderly development of the district.*

The GC district is intended to provide suitable areas for businesses that cater to both the local and regional market. Uses include offices, retail and wholesale businesses, services, light manufacturing, comparison shopping and land intensive establishments, which may be located so as to utilize a common parking area, or may provide their own parking separately. The GC district also serves as a transition between the urban development character of the CBD and the suburban character of the RC district.

- (2) *Use of Adjacent Lands. The current use of adjacent lands and neighborhood are compatible with the proposed use.*

The surrounding area is presently comprised of single family and multiple family residential units that are both owner-occupied and rentals, retail, office, and service uses.

- (3) *Physical Appearance of Structures. The physical appearance of existing or proposed structures (location, height, bulk of building as well as construction materials) meets the standards of this Ordinance.*

The existing structure is in average condition per the Assessing records.

- (4) *Landscaping. The suitability of the proposed landscaping in providing ground cover, screening, and decoration on the site. See Article 10.*

See Sheet L1.0 for the proposed landscaping, the arborist staff comments, and the applicant's response to the arborist comment.

- (5) *Operations of Use. The nature and intensity of operations involved in or conducted in connection with the proposed use is appropriate for the site and not in conflict with surrounding properties and uses.*

The property will need to be carefully managed to ensure the request does not become a conflict with surrounding properties and uses.

- (6) *Time of Use, and Physical and Economic Relationship. The proposed or estimated time(s) of use and the physical and economic relationship of one type of use to another are not in conflict with each other or with surrounding properties and uses.*

Per the applicant, "9am to 8pm or otherwise consistent with ordinance requirements".

- (7) *Number of Persons or Employees. The proposed or estimated assembly of persons or employees shall not be hazardous to the neighborhood or incongruous or conflict with normal traffic or activity in the vicinity.*

This parcel has been an existing retail use, no problems anticipated.

- (8) *Vehicular and Pedestrian Circulation.* *Proposed or estimated vehicular and pedestrian traffic volumes and patterns, particularly of children, as well as vehicular turning movements do not negatively impact traffic flows, intersections, site distances, and safety.*

Front Street is classified as an *Urban Principal Arterial* in the Community Master Plan; therefore, traffic volumes are considered to be high. This portion of Genesee Street is classified as an *Urban Minor Arterial* in the Community Master Plan; therefore, traffic volumes are considered to be moderate. Champion Street is classified as an *Urban Major Collector* in the Community Master Plan; therefore, traffic volumes are considered to be moderate.

- (9) *Physical Characteristics of the Site.* *The current and proposed physical characteristics of the site such as area, drainage, topography, open space, landscaping, and access to minor and/or major streets will meet the requirements of this Ordinance and all other City standards. The use and development shall consider the natural environment and help conserve natural resources.*

No problems are anticipated. The site has access from Genesee Street.

- (10) *Public Services.* *Proposed or estimated demands upon public services such as electricity, sewer, water, police, and fire protection, schools and refuse disposal shall not be overly burdensome, based on the readily available information.*

No problems anticipated.

- (11) *Environmental Factors.* *The type and amount of litter, waste, noise, dust, traffic, fumes, glare and vibration which may be generated by such use shall be minimized and/or properly mitigated.*

Careful management of the property will be necessary to avoid nuisance problems.

- (12) *Site Area and Potential Future Expansion Areas.* *That the Planning Commission has determined that there is sufficient site area for the proposed use to prevent nuisances to neighboring uses, and that there is the potential for reasonable anticipated expansion of the use without nuisances to neighboring uses.*

Any future expansion would require an additional public hearing.

- (13) **Additional Neighborhood Factors.** *Other factors shall be considered as necessary to maintain property values in the neighborhood and guarantee safety, light, air and privacy to the principal uses in the district.*

Careful management of the property will be necessary to avoid nuisance problems.

- (14) **Master Plan.** *Conformance and harmony with the Master Plan.*

Chapter 3 recommendations for land use and zoning.

Relationship to Site Plan Review Standards (Staff Comments in Bold Text):

Per Section 54.1402 of the Land Development code:

- (E) **Site Plan Review Standards.** *In addition to the development standards of this Ordinance as well as the underlying zoning district, each site plan shall be designed to ensure that:*

- (1) **Public Health, Safety, and Welfare.** *The uses proposed will not harm the public health, safety, or welfare. All elements of the site plan shall be designed to take into account the site's topography, the character of adjoining property, and the type and size of buildings. The site shall be developed so as not to impede the normal and ordinary development or improvement of surrounding property for uses permitted in this Ordinance.*

This parcel has an existing structure, and the proposal is indicating new parking, adding on-site stormwater and landscaping.

- (2) **Safe and Efficient Traffic Operations.** *Safe, convenient, uncongested, and well-defined vehicular and pedestrian circulation within and to the site shall be provided. Drives, streets, and other elements such as walkways shall be designed to promote safe and efficient traffic operations within the site and at its access points.*

The proposal has a sidewalk connection to the City sidewalk. The site plan indicates 8 proposed off-street parking spaces that are accessed from a curb cut on Genesee Street.

- (3) **Vehicular and Pedestrian Circulation.** *The arrangement of public or common ways for vehicular and pedestrian circulation shall be connected to existing or planned street and pedestrian or bicycle pathways in the area. There shall be provided a pedestrian circulation system which is separated from the vehicular circulation system. In order to ensure public safety, special pedestrian measures, such as crosswalks, crossing signals and other such facilities may be required in the vicinity of schools, playgrounds, shopping centers, and other uses which generate a considerable amount of pedestrian traffic.*

The proposal has a sidewalk connection to the City sidewalk, with 3 proposed bike racks next to the private property sidewalk and the entrance into the existing building.

- (4) Topography and Landscaping. *The landscape shall be preserved in its natural state, insofar as practical, by removing only those areas of vegetation or making those alterations to the topography which are reasonably necessary to develop the site in accordance with the requirements of this Ordinance. Landscaping shall be preserved and/or provided to ensure that proposed uses will be adequately buffered from one another and from surrounding property.*

See Sheet L1.0 for the proposed landscaping, the arborist staff comments, and the applicant's response to the arborist comment.

- (5) Storm Water Management. *Appropriate measures shall be taken to ensure that removal of surface waters will not adversely affect neighboring properties or the public storm drainage system. Surface water on all paved areas shall be collected so that it will not obstruct the flow of vehicular or pedestrian traffic or create standing water.*

The site plan indicates a proposed retention basin, and the removal of some of the existing hard surface on the site.

- (6) Emergency Vehicle Access. *All buildings or groups of buildings shall be arranged so as to permit emergency vehicle access as required by the Fire Department and Police Department.*

The Police and Fire Departments have reviewed the plans and have no comment regarding access.

- (7) Outdoor Storage and Loading and Unloading Areas. *All outside storage areas, including refuse storage stations, shall be screened from the view of the street and/or adjacent residentially zoned properties. All loading and unloading areas shall be reasonably screened for residentially zoned properties.*

The site plan indicates 6-ft high enclosure with vinyl composite boards. The proposed 10-ft x 25-ft loading zone has a proposed 3-ft high vinyl composite screening fence. This loading zone is less than 10-ft x 50-ft so they are asking for a smaller size to be approved. The screening fence height is less than 6-ft high as it is mostly located in the clear vision triangle, and the proposed fence will be 30-inches or less from the grade of Champion Street.

- (8) Lighting. *Exterior lighting shall be arranged so that it is deflected away from adjacent properties and bodies of water so that it does not impede the*

vision of traffic along adjacent streets or impair navigation on the waterway. Flashing or intermittent lights shall not be permitted.

Per the site plan note #4 on sheet C4.0, no new site or building lighting is proposed. Existing can lighting mounted in the building eaves are to remain.

- (9) Location of Building Entrances. *For consistency in areas where adjoining properties face the street, the Planning Commission may require that primary structures shall be oriented so that their main entrance faces the street upon which the lot fronts. If the development is on a corner lot, the main entrance may be oriented to either street or to the corner.*

The existing building's main entrance faces Genesee Street and the proposed parking lot.

- (10) Nuisances. *No noise, vibration, dust, fumes, or other nuisance shall leave the property in a manner that affects the surrounding area.*

To be determined by the Planning Commission.

- (11) City of Marquette Engineering Design and Construction Standards. *The site plan must comply with the City of Marquette Engineering Design and Construction Standards.*

This must be met.

Attachments:

- Special Use Permit application with owner affidavit, required narrative, and prequalification letter
- Site Plan Review Application
- Staff comments by PD, FIRE, ENG, DPW, Arborist, and Zoning
- Applicant's response to Zoning, Arborist, and Engineering Comments
- Area Map
- Block Map
- Photos
- Site Plan
- Correspondence

Mail to:
Municipal Service Center
Community Development Office
1100 Wright St.
Marquette, MI 49855

CITY OF MARQUETTE SPECIAL LAND USE PERMIT APPLICATION



CITY STAFF USE

Parcel ID#: 0050330 File #: 08-SUP-05-20 Date: 4-9-2020
 Receipt #: _____ Check #: _____ Received by and date: AML 4-7-2020
 Hearing Date: 5-5-2020 Application Deadline (including all support material): 4-7-2020
 Number of Site Plans Submitted: 12 Required Narrative Submitted: Y / N

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED, THE SPECIAL LAND USE PERMIT REQUEST WILL NOT BE SCHEDULED FOR A HEARING UNTIL IT HAS BEEN VERIFIED THAT ALL OF THE INFORMATION REQUIRED IS PRESENT AT THE TIME OF THE APPLICATION - NO EXCEPTIONS!

FEE SCHEDULE

- | | |
|--|---------|
| <input type="checkbox"/> 1 or 2 Family Residential Units; Group Day Care | \$575 |
| <input checked="" type="checkbox"/> Commercial and Multi-family Residential (w/ CDRT review) | \$1,960 |
| <input type="checkbox"/> Commercial and Multi-family Residential (w/out CDRT review) | \$870 |

If you have any questions please call 228-0425 or e-mail alanders@marquettemi.gov. Please refer to www.marquettemi.gov to find the following information:

- ☐ Planning Commission page for filing deadline and meeting schedule
- ☐ Excerpts from the City Land Development Code (LDC):
 - Section 54.1403 Special Land Use Review
 - Section 54.1402 Site Plan Review
 - Article 6 Standards Applicable to Specific Land Uses

APPLICANT CONTACT INFORMATION

PROPERTY OWNER

Name: Farmer Q LLC
 Address: 126 E Michigan St. Marquette MI 49855
 City, State, Zip: _____
 Phone #: (906) 235-1017
 Email: tom@farmerq.com

****APPLICANTS OR REPRESENTATIVES ARE STRONGLY ENCOURAGED TO BE PRESENT AT THE MEETING****

APPLICANT/OWNERS REPRESENTATIVE

Name: Fresh Coast Provisioning LLC
 Address: 101 M-66 N Charlevoix MI 49720
 City, State, Zip: _____
 Phone #: (503) 754-5762
 Email: npiedmonte@gmail.com

****APPLICANTS OR REPRESENTATIVES ARE STRONGLY ENCOURAGED TO BE PRESENT AT THE MEETING****

PRE-APPLICATION CONFERENCE

It is strongly encouraged that all applicants and their representatives meet with City of Marquette staff prior to submitting an application for a Special Land Use Permit. A pre-application meeting with staff allows for a preliminary review of the application procedures, project timelines, compliance with the City Master Plan, and other project criteria, and prevents most situations that usually result in a project being postponed.

PROPERTY INFORMATION

Property Address: 100 Genesee St. Marquette 49855		Property Identification Number: 52-000-503-30	
Size of property (frontage / depth/ sq. ft. or acres): frontage 133.08 ft. / depth 89.45 ft.			
Zoning District: GC		Current Land Use: Commercial - Retail	
Surrounding Zoning Districts: North - GC East - Mixed-Use South - GC West - Mixed-Use		Surrounding Land Use: North - Automotive East - Vacant South - Retail West - Commercial / Retail	

SPECIAL LAND USE REQUESTED

Attach a separate sheet if necessary.


Proposed Special Land Use: Marijuana Retailer
Description of physical changes that will be made to the property: refer to attached site plan
Hours of Operation: 9am to 8pm or otherwise consistent with ordinance requirements
Proposed signage (if any) (Type/size/location): signage according to ordinance standards
Any other pertinent information:

A site plan must be submitted with the Application (See Section 54.1402 Site Plan Review of the LDC)

SIGNATURE


I hereby certify the following:

1. I am the legal owner of the property for which this application is being submitted.
2. I desire to apply for the Special Land Use Permit indicated in this application with the attachments and the information contained herein is true and accurate to the best of my knowledge.
3. The requested Special Land Use Permit would not violate any deed restrictions attached the property involved in the request.
4. I have read Article 6 of the Land Development Code and understand the necessary conditions that must be completed; and I have read Section 54.1402 Special Land Use Review and understand the consideration that will be given in making a decision on this petition.
5. I understand that the payment of the application fee is nonrefundable and is to cover the costs associated with processing this application, and that is does not assure approval of the plan.
6. I acknowledge that this application is not considered filed and complete until all of the required information has been submitted and all required fees have been paid in full. Once my application is deemed complete, I will be assigned a date for a public hearing before the Planning Commission that may not necessarily be the next scheduled meeting due to notification requirements and Planning Commission Bylaws.
7. I acknowledge that this form is not in itself an approval of the Special Land Use Permit but only an application for a Special Land Use permit and is valid only with procurement of applicable approvals.
8. I understand if my Special Land Use Permit is approved that the permit **can be revoked at any time if the required conditions are not being met.**
9. I authorize City Staff and the Planning Commission members to inspect the site.

Property Owner Signature:  Date: 03/09/2020

dotloop verified
03/09/20 11:30 AM
EDT
RVYI-YEC7-BAFK-ESFZ

I, Tom Brian, Member and authorized signatory of Farmer Q's LLC, have reached an agreement in principle with respect to, and are negotiating the final terms of a real estate purchase contract pertaining to the premises commonly known as 100 Genesee St. Marquette MI ("Property") with Fresh Coast Provisioning LLC a Michigan Limited Liability Company ("Party"). I hereby authorize Fresh Coast to submit all application materials, special use permit materials and other materials necessary to apply for use of the property as an Adult Use Marijuana Establishment pursuant to the applicable ordinances of the City of Marquette.



dotloop verified
01/21/20 2:25 PM EST
BNTN-3V0C-R7RV-QHOE

Tom Brian

Member

Farmer Q's LLC



Date: March 9, 2020

Fresh Coast Provisioning, LLC, dba "dune grass co." is seeking a special land use permit to operate an adult use retail marijuana establishment at 100 Genesee Street. We feel this location is ideal for our operation as it provides easy access, plenty of parking and is zoned appropriately for the use.

Our mission is to establish the premier adult use retail marijuanal facility in the City of Marquette. Our customer centric focus, along with an emphasis on education and community engagement will help raise awareness about marijuana and proper use. Our team has a collective 30 years of retail experience operating Grand Traverse Vapor, an age controlled retail business. We understand compliance with regulatory bodies and collaboration with municipalities. We want to be good corporate citizens.

Our facility will have no additional effect on emergency services, schools, storm water systems, sanitary sewer facilities, automobile and truck circulation patterns and local traffic volumes than any other retail operation in the district. In fact, our extraordinarily high level of security should if anything reduce the need for emergency services and give our neighbors peace of mind.

Fresh Coast Provisioning, LLC, dba "dune grass co.", will comply at all times with applicable State and municipal law. Our group will undertake steps well beyond State minimum guidelines to fulfill the requirements set forth in section 54.628. A list of the requirements sets forth and our and our respective plans are as follows.

Section 54.628 Marihuana Establishments.

A marihuana grower, marihuana processor, marihuana retailer, marihuana safety compliance facility, marihuana secure transporter, marihuana microbusiness, and marihuana designated consumption establishment may be permitted through the issuance of a special land use permit in certain districts pursuant to Article 14, Section 54.1403 Special Land Use Review of the Code provide that:

(1) At the time of application for a special use permit the marihuana establishment must have a provisional license by the State of Michigan and then must be at all times in compliance with the laws of the State of Michigan including but not limited to the Michigan Regulation and Taxation of Marihuana Act, MCL 333.27951 et seq.; and all other applicable rules



promulgated by the State of Michigan. *Fresh Coast Provisioning (FCP) has provided our state prequalification for an adult use retail license. We will remain in compliance at all times with applicable state and local law, including but not limited to the MRTMA.*

(2) The use or establishment must be at all times in compliance with Chapter 5 Marihuana and all other applicable laws and ordinances of the City of Marquette. *FCP will be in compliance with Chapter 5 Marihuana and other applicable laws and ordinances of the City of Marquette.*

(3) A marihuana establishment, or activities associated with the licensed growing, processing, testing, transporting, or sales of marihuana, may not be permitted as a home business or accessory use nor may they include accessory uses except as otherwise provided in this Ordinance. *FCP has a purchase agreement on 100 Genesee Street, a commercial facility that is zoned appropriately for our proposed use. We have no intention of operating as a home business or accessory use.*

(H) Marihuana Retailer. Marihuana Retailers shall be subject to the following standards:

(1) All local, county, state and federal laws, rules and regulations pertaining to the emission of odor, dust, smoke, gas, noise, vibration and the like, shall be met at all times during operation of any building related to the operation. *FCP will remain in compliance at all times with applicable federal, state and local law, including but not limited to the MRTMA.*

(2) Odor. As used in this subsection, building means the building, or portion thereof, used for marihuana retailer.

(a) The building shall be equipped with an activated carbon filtration system for odor control to ensure that air leaving the building through an exhaust vent first passes through an activated carbon filter.

(b) The filtration system shall consist of one or more fans and activated carbon filters. At a minimum, the fan(s) shall be sized for cubic feet per minute (CFM) equivalent to the volume of the building (length multiplied by width multiplied by height) divided by three. The filter(s) shall be rated for the applicable CFM.

(c) The filtration system shall be maintained in working order and shall be in use. The filters shall be changed upon manufacturer's recommendation, or a minimum of once every 365 days, whichever occurs first.

(d) Negative air pressure shall be maintained inside the building.

(e) Doors and windows shall remain closed, except for the minimum length of time needed to allow people to ingress or egress the building.

(f) An alternative odor control system is permitted if the special use permit applicant



submits and the municipality accepts a report by a mechanical engineer licensed in the State of Michigan demonstrating that the alternative system will control odor as well or better than the activated carbon filtration system otherwise required. The municipality may hire an outside expert to review the alternative system design and advise as to its comparability and whether in the opinion of the expert it should be accepted.

FCP will employ a comprehensive odor mitigation strategy to ensure the ambient air outside our facility has no smell that would be associated with our proposed use. We plan to utilize activated carbon filtration as part of our HVAC. Our filtration system will consist of at least one fan and filtration, that will be sized for cubic feet per minute to the volume of the building divided by three. At all times, our filtration system will be in good working order, we will change filters on shorter of manufacturers guidelines or every 365 days.

FCP plans to employ a reverse pressurization system as part of our odor mitigation strategy in accordance with municipal ordinance. To maximize the effectiveness of our reverse pressure system all doors and windows shall remain closed, except for the minimum length of time needed to allow people to ingress or egress the building. At this time FCP has elected to utilize known and effective odor mitigation techniques such as carbon filtration and reverse pressure. FCP continually operates with industry best practices and has a desire to be a good corporate citizen, therefore; we will continue to reevaluate our odor mitigation policies as new and effective techniques become available and widely adopted.

(3) Patrons/customers/clients: No one under the age of 21 shall be permitted within the establishment/building(s). *In accordance with the MRTMA, Fresh Coast Provisioning, LLC will not allow any patrons under the age of 21 inside the establishment.*

(4) No use or consumption of marihuana or marihuana products may be conducted within the establishment/building or on the premises (unless an approved designated consumption establishment is located on the premises). *There will be no use or consumption of marihuana or marihuana products within the establishment by anyone.*

(5) Marihuana and marihuana products may only be sold within the establishment/building. *All marihuana and marihuana products will be sold in our state licensed facility within the restricted access sales floor.*

(6) All deliveries/transfer of Marihuana and Marihuana products must occur within the establishment/building. *Our proposed site plan includes a shipping bay that will suffice for a "brinks" style secure transport vehicle. All of our deliveries will happen within our restricted access shipping bay, which is located within the establishment.*



(7) All signs shall be in compliance with the provisions of Article 11 of this Ordinance. *All of FCP, dba dune grass co, signage will be in compliance with provisions of Article 11 of the Ordinance.*

(8) Parking: All off-street parking shall be in compliance with Article 9 of this Ordinance. *FCP proposed site plan provides off street parking that is in compliance with Article 9 of the Ordinance.*

(9) Landscaping: Landscaping and Screening shall be provided in accordance with Article 10 of this Ordinance. *Pending site plan approval, FCP will arrange a meeting with the City of Marquette Arborist to develop a custom landscaping plan in accordance with Article 10 of the Ordinance.*

(10) Exterior Lighting: All exterior lighting shall be in accordance with section 54.802 of this Ordinance. *FCP has proposed a site plan with exterior lighting that meets all requirements set forth in Section 54.802 of the Ordinance.*

We feel our Northern Michigan roots and Great Lakes lifestyle are the perfect fit to work with the City of Marquette. We look forward to taking the next steps in a long, collaborative and mutually beneficial relationship. If there are any further questions, clarifications or necessary materials please do not hesitate to contact us.

Sincerely,

Eric Piedmonte

Chief Operations Officer : Fresh Coast Provisioning LLC

GRETCHEN WHITMER
GOVERNOR



ORLENE HAWKS
DIRECTOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING
VIA ELECTRONIC MAIL

Date: December 10, 2019

Addressee: Fresh Coast Provisioning, LLC

Address: 101 M-166 N
Charlevoix, MI 49770

RE: Prequalification status for your pending application

Dear Applicant:

The Marijuana Regulatory Agency (Agency) considered your partial application for prequalification status and determined that you have prequalification status pursuant to the licensing provisions of the Michigan Regulation and Taxation of Marihuana Act (MRTMA) and Emergency Rules dated July 03, 2019. This letter may be provided to a municipality as documentation of your prequalification status. Please note that this is a pending status until all application requirements of the MRTMA and Emergency Rules dated July 03, 2019 are completed. A state license for a marihuana establishment cannot be issued at this stage of the application process. During complete application review, the Agency will consider all information relevant to eligibility including information that has been newly acquired or information that is newly apparent since determination of Prequalification status.

If you have not already done so, please submit a facility license application (Step 2) for each state license for which you wish to apply. You may submit an application online through the Accela Citizen Access Portal on the Agency website at www.michigan.gov/mra or your application may be submitted by mail or in person.

Mailing Address:

Marijuana Regulatory Agency
Licensing Division
Adult-Use
P.O. Box. 30205
Lansing, MI 48909

In Person:

Marijuana Regulatory Agency
Licensing Division
Adult-Use
2407 North Grand River
Lansing, MI 48906

Sincerely,

Licensing Division
Marijuana Regulatory Agency



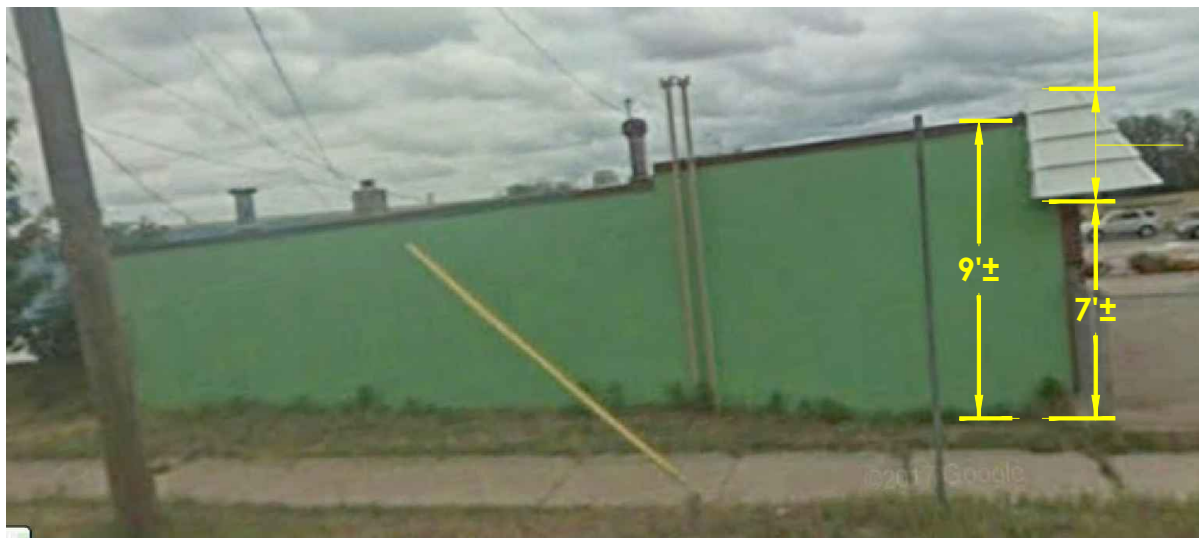
VIEW FROM GENESEE STREET LOOKING NORTH



VIEW FROM US-41/M-28 LOOKING WEST



VIEW FROM CHAMPION STREET LOOKING SOUTH-EAST



VIEW FROM CHAMPION STREET LOOKING EASTERLY

Mail to:
Municipal Service Center
Community Development Office
1100 Wright St.
Marquette, MI 49855

CITY OF MARQUETTE SITE PLAN REVIEW APPLICATION



CITY STAFF USE

Parcel ID #: 0050330 File #: 08-SPR-05-20
 Receipt/Inv #: _____ Check #: _____ Received by and date: AML 4-7-20
 Site Plan (12 copies) Submitted: Y/N If applicable - Hearing Date: 5-5-20 Notice Date: 4-17-20
 Application complete (checklist, etc): Y / N
 Does the site plan meet the required items: Y / N

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED, THE SITE PLAN REVIEW REQUEST WILL NOT BE SCHEDULED FOR A HEARING UNTIL IT HAS BEEN VERIFIED THAT ALL OF THE INFORMATION REQUIRED IS PRESENT AT THE TIME OF THE APPLICATION - NO EXCEPTIONS!

Businesses may need to be made accessible to the public and employees per the Americans with Disabilities Act and State Construction Code.

FEE SCHEDULE

Commercial, Industrial, Residential with 3 or more units, and Final PUD Site Plan (includes zoning compliance fee)

- | | |
|--|---------|
| <input type="checkbox"/> Sketch Plan | \$815 |
| <input type="checkbox"/> Preliminary SPR | \$2,145 |
| <input type="checkbox"/> Administrative Review (CDRT review) | \$1,865 |
| <input type="checkbox"/> Administrative Review (Non-CDRT review) | \$480 |
| <input type="checkbox"/> Planning Commission Review | \$2,150 |

Revised Site Plan (Developer Initiated)

- | | |
|--|---------|
| <input type="checkbox"/> Administrative Review (CDRT) | \$1,550 |
| <input type="checkbox"/> Planning Commission Review | \$1,550 |
| <input type="checkbox"/> Administrative Review (Non-CDRT review) | \$480 |

FEE SCHEDULE FOR SITE CONDOMINIUM/PLATS/SUBDIVISIONS

- | | |
|--|---------|
| <input type="checkbox"/> Site Condominium Review | \$1,825 |
| <input type="checkbox"/> Revised (Developer Initiated) | \$765 |

Plats/Subdivision

- | | |
|--------------------------------------|---------|
| <input type="checkbox"/> Preliminary | \$2,055 |
| <input type="checkbox"/> Final | \$1,825 |
| <input type="checkbox"/> Revised | \$765 |

- ☒ Site Plan Review fee is included in the Special Land Use Permit or Planned Unit Development application fees

If you have any questions, please call 228-0425 or e-mail alanders@marquettemi.gov. Please refer to www.marquettemi.gov to find the following information:

- ☐ Planning Commission page for filing deadline and meeting schedule
- ☐ Excerpts from the City Land Development Code
 - Section 54.1402 Site Plan Review (this is attached to the application).
 - Section 54.1401 Zoning Permits and Zoning Compliance Review.
 - If you are applying for a Site Condominium/Plat/Subdivision, please review Article 5.

STORMWATER

Will you be managing stormwater and applying for a stormwater utility fee reduction? ☐ Yes ☐ No
 If yes, please refer to the Stormwater Utility Fee Reduction Application on the City website at www.marquettemi.gov under the Engineering applications.

PRE-APPLICATION CONFERENCE

It is strongly encouraged that all applicants and their representatives meet with City of Marquette staff prior to submitting an application for a Site Plan Review. A pre-application meeting with staff allows for a preliminary review of the application procedures, project timelines, compliance with the City Master Plan, and other project criteria, and prevents most situations that usually results in a project being postponed.

APPLICANT CONTACT INFORMATION

PROPERTY OWNER

Name: Farmer Q LLC
Address: 126 E. Michigan St.
Marquette MI 49855
City, State, Zip: (906) 235-1017
Phone #: tom@farmerq.com
Email:

APPLICANT/OWNER'S REPRESENTATIVE

Name: Fresh Coast Provisioning LLC
Address: 101 M-66 N
Charlevoix MI 49720
City, State, Zip: (503) 754-5762
Phone #: npiedmonte@gmail.com
Email:

ARCHITECT

Name: Dave Spala
Address: PO Box 4015
Traverse City MI 49685
City, State, Zip: (231) 946-9310
Phone #: daves@tcarchgroup.com
Email:

ENGINEER

Name:
Address:
City, State, Zip:
Phone #:
Email:

SURVEYOR

Name: Glenn Van Neste
Address: 1402 Kimber Ave.
Marquette MI 49855
City, State, Zip: 906-226-6241
Phone #: vnsurvey@att.net
Email:

PROPERTY INFORMATION

Property Address: 100 Genesee St. Marquette

Property Identification Number: 52-000-503-30

Size of property (frontage / depth / sq. ft. or acres): frontage 133.08 ft. / depth 89.45 ft.

Zoning District: GC

Current Land Use: Retail

Surrounding Zoning Districts:

North - GC
 East - Mixed-Use
 South - GC
 West - Mixed-Use

Surrounding Land Use:

North - Automotive
 East - Vacant
 South - Retail
 West - Retail / Commercial

DESCRIPTION OF PROJECT

Please describe use, building style and materials, ultimate ownership, phasing, start and completion proposed timelines for work, etc.:

Commercial interior remodeling for proposed marihuana retailer, site improvements for new parking, stormwater retention, landscaping, dumpster, etc.

SIGNATURE

I hereby certify the following:

1. I desire to apply for a site plan review indicated in this application with the attachments and the information contained herein is true and accurate to the best of my knowledge.
2. The request would not violate any deed restrictions attached the property involved in the request.
3. I have read the attached Site Plan Review section of the Land Development Code and understand the necessary requirements that must be completed.
4. I understand that the payment of the application fee is nonrefundable and is to cover the costs associated with processing this application, and that is does not assure approval of the plan.
5. I acknowledge that this application is not considered filed and complete until all of the required information has been submitted and all required fees have been paid in full.
6. I acknowledge that no work can commence until the review process has been completed (includes clearing and earthwork).

Applicant Signature: _____

Date: 03-09-2020

1. I am the legal owner of the property for which this application is being submitted.
2. I authorize City Staff and the Planning Commission members to inspect the site.
3. If the applicant is other than the owner, the owner hereby grants permission for the applicant to act on his/her behalf.

Property Owner Signature: _____



dotloop verified
 03/09/20 2:38 PM EDT
 DFQL-QE01-EH6S-DTET

Date: 03/09/2020

Project Name: Marihuana Retailer File #: 08-SPR-05-20

Parcel #: 0050330

PLEASE VERIFY THAT YOU HAVE ADDRESSED ALL THE ITEMS ON THIS LIST IN YOUR SITE PLAN. IF THERE IS NOTHING SHOWN ON THE SITE PLAN PLEASE INCLUDE A STATEMENT AS TO WHY IT HAS NOT BEEN SHOWN, OR MARK IT "NOT APPLICABLE". FAILURE TO ADDRESS THESE ITEMS WILL DELAY APPROVAL. SITE PLAN REVIEW WILL NOT BE SCHEDULED UNTIL COMPLETE PLANS ARE SUBMITTED.

Site Plan Information Required (See Figure 50 in LDC)		APPLICANT	
		Location in site plan	N/A attach reason
1	The applicant's name.	C1.0	
2	Name of the development.	C1.0	
3	The preparer's name and professional seal of architect, engineer, or landscape architect indicating license in the State of Michigan.	C1.0	
4	Small scale location sketch of sufficient size and scale. (SKETCH PLAN ONLY)	C1.0	
5	A survey of the property, sealed by a surveyor licensed in the State of Michigan.	ATTACHED	C2.1
6	Date of preparation and any revisions.	C1.0	
7	North arrow.	ALL	
8	Complete and current legal description and size of property in acres.	C1.0	
9	Property lines and dimensions drawn to scale.	C4.0	
10	Zoning and current land use of applicant's property and all abutting properties and of properties across any public or private street from the site.	C2.1	
11	Lot lines and all structures on the property and within 100 feet of the site's property lines.	C2.0	
12	Locations of all significant natural features, including Riparian Buffers (see Section 54.804), wetlands (see Section 54.805), steep slopes (see Section 54.806), floodplains, etc.)	C2.0/ NA	
13	Location of any access points on both sides of the street within 100 feet of the site along streets where access to the site is proposed.	C2.0	
14	Locations of existing utilities.	C2.1	
15	Existing topography at a minimum of two (2) foot contour intervals.	C2.1	
16	Building footprints, setbacks, and elevations showing height for all proposed structures with the acreage allotted to each use. See Article 3 , Article 4 , and Article 7 .	C4.0 ATTACHED	
17	Floor area and ground coverage ratios. See Article 3 and Article 4 .	C4.0	
18	Proposed locations of utility services (with sizes) and storm water management, including storm drainage, retention or detention ponds, fire hydrants, and any public or private easements. See Section 54.803 .	C4.0/ NA	
19	Proposed topography with a site grading plan with topography at a maximum of two (2) foot contour intervals.	C4.0	
20	Location and method of screening for all waste dumpsters. See Section 54.1003(F) .	C4.0	
21	Location and dimensions of parking spaces. See Article 9 .	C4.0	
22	General landscaping design concept acceptable to the Zoning Administrator. (SKETCH PLAN ONLY)	L1.0	

		APPLICANT	
		Location in site plan	N/A attach reason
23	A landscaping plan indicating proposed plant locations with common plant name, number, and size at installation. Berms, retaining walls or fences shall be shown with elevations from the surrounding average grade. See Article 10	L1.0	
24	Locations of exterior light fixtures. (SKETCH PLAN ONLY)	C4.0	
25	Details of exterior lighting including locations, height, and method of shielding. See Section 54.802 .	NA	
26	The location of all permanent or temporary signs, existing or proposed, including their area, size, height, illumination, and the type of construction. See Article 11 .	NA C4.0	
27	If the application is related to property scheduled for phased development, the proposed layout for the total projected development shall be indicated, and the projected scope and time period shall be estimated for each additional phase. The phasing plan must be acceptable to the City staff to ensure that each phase can function independently and is not reliant on future phases if they are not constructed.	NA	
28	General site circulation and access including: indication of street right-of-way and pavement widths; access points; and location of pedestrian paths. See Section 54.907 . (SKETCH PLAN ONLY)	C4.0 NA	
29	Indication of street right-of-way and pavement widths and pavement type.	C4.0	
30	Street horizontal and vertical dimensions, including curve radii.	NA	
31	Dimensions of access points including distance from adjacent driveways or intersecting streets, including those across a street. See Section 54.907 .	C4.0	
32	Identification of width and material to be used for pedestrian paths. See Section 54.907 .	C4.0	
33	Name and location of abutting public streets, proposed access driveways and parking areas, and existing and proposed pedestrian/bicycle paths.	C4.0	
34	Written verification of access easements or agreements, if applicable.	NA	

		APPLICANT	DEPARTMENT
		Location in site plan	N/A attach reason
ENGINEERING DEPT			
Please refer to the Engineering Department General Guidelines and Standards for Street and Utility Design: https://marquettemi.gov/wp-content/uploads/2018/07/Design-and-Construction-Standards-Rev.-5-4-16.pdf			
Will you be managing stormwater and applying for a stormwater utility fee reduction? ____ Yes ____ No			
If yes, please refer to the Stormwater Utility Fee Reduction Application: https://marquettemi.gov/wp-content/uploads/2017/07/stormwater_utility_fee_reduction_application.pdf			
39	Include under general statements: "All utility construction work to be accepted by the City of Marquette into their utility system and all work done in public rights-of-way or easement must be done in accordance with Michigan Department of Transportation and City of Marquette standards and specifications"	NA NO PROP. UTIL.	

		APPLICANT		DEPARTMENT
		Location in site plan	N/A attach reason	Approved / Waived
ENGINEERING DEPT. CONT.				
40	Curb cut, water, sanitary sewer, storm sewer permits, etc. required? (obtain prior to construction activities)		NA EX. SITE	
41	Vehicle maneuvering lane size	C4.0		
42	Pavement width/type	C4.0		
43	Vegetated buffer or curbing between street and sidewalk and between sidewalk parking areas	L1.0		
44	Storm sewer in right-of-way shall be reinforced concrete		NA	
45	Sumps in catch basins?		NA	
46	Plans to be stamped, dated and signed by a professional engineer		NA	
47	Is the downstream storm sewer capacity adequate?		NA	
48	Verify that storm water runoff volume or velocity is not increased onto adjacent properties	C4.0		
49	Does any earthwork disturb adjacent properties?	C4.0	NO	
50	Wetland concerns/proper permits obtained?		NA	
51	Traffic impact minimal to existing conditions (stacking, etc.)?	C4.0		
52	Vehicular and non-motorized circulation	C4.0		
53	Sanitary sewer inlet to outlet angles greater than or equal to 90 degrees?		NA	
54	Is there a hydrant at the end of any proposed dead end water main?		NA	
55	Size and material type of proposed and existing utilities shown?	C2.1		
56	Street horizontal and vertical dimensions, radii		NA	
57	Width and materials for non-motorized paths		NA	
58	Dimension of access points including distance from adjacent driveways or intersecting streets	C4.0		
59	Profiles will be shown for all utilities to be accepted by the City of Marquette into their utility system. All grades, pipe sizes, pipe materials, inverts and rim elevations will be shown on the profiles (water mains must have a minimum of 6 feet of cover, sanitary sewer mains must be installed under water mains with 1.5 feet of clearance		NA NO NEW UTIL.	

		APPLICANT		DEPARTMENT
		Location in site plan	N/A attach reason	Approved / Waived
PUBLIC WORKS DEPT.				
60	Delineate & dimension all public or private easements	C4.0		
61	Show public utility main locations & sizes within 100 feet of property boundary	C2.1		
62	Extension or re-routing of public utility systems required		NA	
63	Capacity and condition concerns of existing utility lines to serve the project		NA	
64	Abandonment of existing utility lines associated with the project		NA	
65	Location of existing and proposed utility services (with sizes), including storm water to be shown	C4.0		
66	Utility metering requirements of the project		NA	
67	Backflow and cross connection requirements applicable to the project including any proposed irrigation systems		NA	
68	Sanitary waste pretreatment requirements		NA	
69	Adequate snow storage provided on the property, without clear vision or utility obstructions	C4.0		
70	Provisions to collect drainage from snow storage areas collected on property	C4.0		
71	Access to public property (permits required for any work on ROW) (Drive, sidewalk, and trail connections)	C4.0		
72	Additions or changes to public signing or traffic control required or recommended		NA	
73	Additions to existing public sidewalks, or plowed routes, required or recommended		NA	
74	Impact of project on public snow removal/storage		NA	
75	Effect on plowing or ice control priorities		NA	
76	New signing, overhangs, access ramps, grade changes, retaining walls, fences, etc. to be constructed in City ROW or easements		NA	
77	Adequate, proper, and accessible on-site waste storage	C4.0		
78	Adequate clearances and clear vision maintained for maintenance and sanitation equipment	C4.0		
79	Removal, trimming, or planting of public trees required	C1.0		
80	Maintenance-friendly design for any portions of the project to become public property		NA	
81	Storage of hazardous materials associated with the project near public utilities		NA	
82	Blasting near public utilities associated with the project		NA	

		APPLICANT		DEPARTMENT
		Location in site plan	N/A attach reason	Approved / Waived
FIRE DEPARTMENT DEPT.				
83	Buildings meet NFPA standards/NFPA Life Safety Code 101/ BOCA National Property Maintenance Code	EX. BUDG.		
84	Proper water supply for fire suppression including fire hydrants and water mains	C4.0		
85	Safe outlets for flushing fire hydrants		NA	
86	Easements to test hydrants		NA	
87	Water supply meets NFPA standards		NA	
88	Fire Apparatus Access	C4.0		
89	Surface Construction	C4.0		
90	Ability to support fire trucks	C4.0		
91	Fire truck angle of approach	C4.0		
92	Outside turning radius	C4.0		
93	Grade of drive or road ok	C4.0		
94	Overhead clearance adequate	C4.0		
95	Driveways and access roads meet NFPA standards	C4.0		

POLICE DEPARTMENT DEPT.

96	Cross reference with accident data at nearest intersection(s)		NA	
----	---	--	----	--

ANY ADDITIONAL INFO

97	Any additional info necessary to establish compliance with City Ordinances, State, or Federal Laws		NA	
----	--	--	----	--

EXCERPT FROM THE CITY LAND DEVELOPMENT CODE

Article 14: Administrative Procedures

Section 54.1402: Site Plan Review

Section 54.1402 Site Plan Review

- (A) Intent.** It is the intent of this section to establish procedures and standards for the review and approval of site plan applications and to ensure proper relationships between the development features as they relate to the standards outlined in this section. This section is further intended to ensure that developments are compatible with adjacent uses of land and promote the use of land in a desirable manner that does not impair the surrounding uses by the erection of structures, additions, alterations, or site improvements that may negatively impact surrounding development, while providing for the orderly development of the City of Marquette.
- (B) Uses Subject to Site Plan Review, Minor Site Plan Review, and Exemptions.** The required review process for uses and development is described in [Figure 49](#). All uses and development, regardless of whether site plan review is required, are subject to the Zoning Compliance review requirements of [Section 54.1401](#). The Zoning Administrator may approve or conditionally approve minor site plans as described in [Figure 49](#) and [Section 54.1402\(D\)\(1\)](#). All other site plans must be reviewed by the Planning Commission.

Figure 49. Required Review Process Based on Development Activity

Development Activity	Site Plan Review Required	Minor Site Plan Review	Exempt From Site Plan Review
Special land uses	•		P
Planned Unit Developments	•		
Any earthwork greater than 20,000 square feet in size	•		
New construction, additions, or alterations of any non-residential building or buildings, including non-residential accessory buildings or structures, unless the activity is exempt or requires minor site plan review	•		
Alterations to exterior walls such as window openings, façade changes, etc., provided there is no change to the building footprint			•
Conversion of an existing building or part thereof from a residential use to a non-residential use, including site improvements that result from a change in the use of the building or part thereof from residential use to nonresidential use		•	
New construction, additions, alterations, or site improvements for multi-family residential units that contain or will contain three (3) or more dwelling units		•	
Any expansion or change in an existing land use if more parking in addition to that already provided is required		•	
Site improvements that include landscaping, site access, and parking lot grading, layout, and new off-street parking, unless the activity is exempt		•	
Single-family dwellings and their accessory facilities on individual parcels			•
Two-family dwellings and their accessory facilities on individual parcels			•
Interior remodeling or interior construction			•
Landscaping that is less than 25% of the parcel size or 5,000 square feet,			•

Article 14: Administrative Procedures**Section 54.1402: Site Plan Review**

Development Activity	Site Plan Review Required	Minor Site Plan Review	Exempt From Site Plan Review
whichever is less		P	
Additions, alterations, and renovations that are less than 20% of the size of the original building footprint or less than 2,000 square feet		•	
Site improvements that are less than 2,000 square feet (whichever is less), and site lighting, unless the activity requires site plan review or minor site plan review			•
Commercial and non-residential buildings less than 2,000 square feet, unless the activity requires site plan review		•	
Re-paving of an off-street parking lot, provided there are no grading changes and no changes to the configuration of the parking lot layout			•
Filling a parcel of land to an elevation above the established grade of adjacent developed land.	•		

(C) Information Required for Site Plans and Sketch Plans. The site plan review application materials shall include all the following information, unless the Zoning Administrator determines that some of the required information is not reasonably necessary for consideration of the plan.

- (1) Application and Fee.** A completed application form, supplied by the Zoning Administrator, and an application fee.
- (2) Proof of Ownership.** Current proof of ownership or evidence of a contractual ability to acquire such land, such as an option or purchase agreement or a written statement from the property owner indicating permission for the filing of the application.
- (3) Site Plan.** Twelve (12) copies of plan sheet(s) providing the information listed below ([Figure 50](#)). For minor site plans, three (3) copies of plan sheets are required. Sheet size of submitted drawings shall be at least 24-inches by 36-inches, with graphics at an engineer's scale of one (1) inch equals twenty (20) feet for sites of 20 acres or less; and one (1) inch equals fifty (50) feet for sites over 20 acres. The surrounding area drawing may be in a scale of one (1) inch equals one-hundred (100). Digital plans must also be submitted. Upon request of the applicant, the Zoning Administrator may waive individual site plan requirements if the requirements are found to be unnecessary or irrelevant to the intent of providing the information; however, the Planning Commission has the right to require all of the information in [Figure 50](#).
- (4) Sketch Plan.** A sketch plan must include the information listed below ([Figure 50](#)). The number of plans submitted is determined by the Zoning Administrator, and the Zoning Administrator may accept digital plans. The sheet size of submitted drawings shall be at a scale acceptable to the Zoning Administrator. Upon request of the applicant, the Zoning Administrator may waive individual sketch plan requirements if the requirements are found to be unnecessary or irrelevant to the intent of providing the information;

Article 14: Administrative Procedures**Section 54.1402: Site Plan Review**

however, the Planning Commission has the right to require all of the information in [Figure 50](#).

Figure 50. Site Plan Information Required

Site Plan Information Required	Sketch Plan	Preliminary Site Plan	Final Site Plan
Identification of Project			
The applicant's name.	•	•	•
Name of the development.	•	•	•
The preparer's name and professional seal of architect, engineer, or landscape architect indicating license in the State of Michigan.		•	•
Small scale location sketch of sufficient size and scale.	•		
A survey of the property, sealed by a surveyor licensed in the State of Michigan.		•	•
Date of preparation and any revisions.	•	•	•
North arrow.	•	•	•
Complete and current legal description and size of property in acres.	•	•	•
Existing Features			
Property lines and dimensions drawn to scale.	•	•	•
Zoning and current land use of applicant's property and all abutting properties and of properties across any public or private street from the site.	•	•	•
Lot lines and all structures on the property and within 100 feet of the site's property lines.		•	•
Locations of all significant natural features, including Riparian Buffers (see Section 54.804), wetlands (see Section 54.805), steep slopes (see Section 54.806), floodplains, etc.)	•	•	•
Location of any access points on both sides of the street within 100 feet of the site along streets where access to the site is proposed.	•	•	•
Locations of existing utilities.	•	•	•
Existing topography at a minimum of two (2) foot contour intervals.		•	•
Proposed Construction			
Building footprints, setbacks, and elevations showing height for all proposed structures with the acreage allotted to each use. See Article 3 , Article 4 , and Article 7 .	•	•	•
Floor area and ground coverage ratios. See Article 3 and Article 4 .	•	•	•
Proposed locations of utility services (with sizes) and storm water management, including storm drainage, retention or detention ponds, fire hydrants, and any public or private easements. See Section 54.803 .		•	•
Proposed topography with a site grading plan with topography at a maximum of two (2) foot contour intervals.		•	•
Location and method of screening for all waste dumpsters. See Section 54.1003(F) .		•	•
Location and dimensions of parking spaces. See Article 9 .	•	•	•
General landscaping design concept acceptable to the Zoning Administrator.	•		
A landscaping plan indicating proposed plant locations with common plant name, number, and size at installation. Berms, retaining walls or fences shall be shown		•	•

Article 14: Administrative Procedures**Section 54.1402: Site Plan Review**

Site Plan Information Required	Sketch Plan	Preliminary Site Plan	Final Site Plan
with elevations from the surrounding average grade. See Article 10 .			
Locations of exterior light fixtures.	•		
Details of exterior lighting including locations, height, and method of shielding. See Section 54.802 .		•	•
The location of all permanent or temporary signs, existing or proposed, including their area, size, height, illumination, and the type of construction. See Article 11 .	•	•	•
If the application is related to property scheduled for phased development, the proposed layout for the total projected development shall be indicated, and the projected scope and time period shall be estimated for each additional phase. The phasing plan must be acceptable to the City staff to ensure that each phase can function independently and is not reliant on future phases if they are not constructed.	•	•	•
Site Circulation Details and Access Design			
General site circulation and access including: indication of street right-of-way and pavement widths; access points; and location of pedestrian paths. See Section 54.907 .	•		
Indication of street right-of-way and pavement widths and pavement type.		•	•
Street horizontal and vertical dimensions, including curve radii.		•	•
Dimensions of access points including distance from adjacent driveways or intersecting streets, including those across a street. See Section 54.907 .		•	•
Identification of width and material to be used for pedestrian paths. See Section 54.907 .		•	•
Name and location of abutting public streets, proposed access driveways and parking areas, and existing and proposed pedestrian/bicycle paths.		•	•
Written verification of access easements or agreements, if applicable.		•	•
Additional Information			
Any other information necessary to establish compliance with this and other ordinances.	•	•	•

(D) Site Plan Review Procedures. No Zoning Compliance or Special Land Use Permit shall be issued for any uses subject to site plan review except in accordance with a site plan approved by the Planning Commission, or a Minor Site Plan approved by the Zoning Administrator, in accordance with the following procedures:

- (1) Minor Site Plan Review.** The Zoning Administrator may approve or conditionally approve Minor Site Plans as described in [Figure 49](#); however, Minor Site Plans may also be subject to review by the Planning Director, Engineering Department, Fire Department, or any other City department deemed necessary by the Zoning Administrator. After approval of a Minor Site Plan, the applicant may apply for a Zoning Permit pursuant to [Section 54.1401](#).

Article 14: Administrative Procedures**Section 54.1402: Site Plan Review**

- (2) Pre-Application Concept Plan Review.** At the option of the applicant, the applicant may submit a concept plan to the City be reviewed by the Zoning Administrator, City Planner, and Engineering Department prior to submitting an application for site plan review. Depending on the scope of the development proposal, the City staff may require the concept plan to contain as little detail as a Zoning Compliance Review ([Section 54.1401\(C\)](#)) or as much detail as a Sketch Plan Review ([Figure 50](#)). The concept plan must contain enough detail to explain the location of land use areas, streets providing access to the site, pedestrian and vehicular circulation within the site; dwelling unit density and types; function of open space; and buildings or floor areas contemplated, as applicable. The purpose of concept plan review is for the City staff to review the concept plan and provide the applicant an advisory opinion whether the concept plan appears to meet the standards of this Ordinance with respect to use, location, character, and zoning district requirements. The City's review of a concept plan is advisory only, and the City shall not approve, deny, or take any other action on a concept plan.
- (3) Sketch Plan Review.** At the option of the applicant, preliminary sketches of proposed site plans may be submitted for review to the Planning Commission prior to submission for formal site plan review. Submission of preliminary sketch plans shall be made no later than fourteen (14) days prior to the meeting at which the review is to take place. The Planning Commission shall advise the applicant as to the general acceptability of the proposed plan, but shall not be bound by any statements or indications of acceptance to the plan. The Zoning Administrator shall determine the number of plans to be submitted. Sketch plans must include at a minimum the required information for sketch plans in [Figure 50](#).
- (4) Preliminary Site Plan Review.** The purpose of preliminary site plan review is to allow for the review and decision on most aspects of the site without the need for final detailed engineering unless required by the City Engineer. Applications for preliminary site plan review must be submitted to the Zoning Administrator at least twenty (20) business days prior to the meeting at which the review is to take place. The Planning Commission shall review the preliminary site plan, together with any reports and recommendations from staff, consultants and other reviewing agencies and any public comments. The Planning Commission shall then make a determination based on the requirements of this Ordinance and the standards of [Section 54.1402\(E\)](#). The Planning Commission is authorized to postpone, approve, approve subject to conditions or deny the preliminary site plan as follows:
- (a) Postponement.** Upon determination by the Planning Commission that a preliminary site plan is not sufficiently complete for approval or denial or upon a request by the applicant, the Planning Commission may postpone consideration until a later meeting.
- (b) Denial.** Upon determination that a preliminary site plan does not comply with the standards and regulations set forth in this Ordinance, or would require extensive revisions to comply with said standards and regulations, the site plan shall be denied. If a site plan is denied, a written record shall be provided to the applicant listing the reasons for such denial.

Article 14: Administrative Procedures

Section 54.1402: Site Plan Review

- (c) **Approval.** Upon determination that a preliminary site plan is in compliance with the requirements of this Ordinance and other applicable ordinances and laws, including the standards of [Section 54.1402\(E\)](#), the preliminary site plan shall be approved. Upon approval of the preliminary site plan, the applicant may apply for final site plan review.
- (d) **Approval Subject to Conditions.** The Planning Commission may approve a preliminary site plan, subject to one (1) or more conditions necessary to address minor modifications to the preliminary site plan, ensure that public services and facilities can accommodate the proposed use, protect significant natural features, ensure compatibility with adjacent land uses, or otherwise meet the intent and purpose of this Ordinance. Such conditions may include the need to obtain variances or approvals from other agencies. Upon approval of the preliminary site plan and the satisfaction of conditions, the applicant may apply for final site plan review.

(5) Final Site Plan Review.

- (a) **Deadline to Submit Final Site Plan Application.** Applications for final site plan approval shall be submitted to the Zoning Administrator at least twenty (20) business days prior to the meeting at which the review is to take place.
- (b) **Staff Review of Site Plan Materials.** The Zoning Administrator, Engineering Department, Fire Department, Planning Staff, and other City departments if required by the Planning Commission to determine compliance with this Ordinance, will review application materials to determine if they are in proper form, all of the required information is present, and the site plan is in compliance with this Ordinance. Each department that reviews an application shall provide a report or relevant comments to the Zoning Administrator. If the site plan is determined to not be complete or in compliance with the ordinances, the Zoning Administrator shall return the reports to the applicant. The Planning Commission shall not review a site plan that is not complete unless the incomplete items are minor.
- (c) **Additional Information.** The Planning Commission, prior to granting approval of a site plan, may request from the applicant any additional graphics or written materials, prepared by a qualified person or person(s), to assist in determining the appropriateness of the site plan. Such material may include, but is not limited to, photographs, estimated impact on public schools and utilities, and traffic impacts.
- (d) **Planning Commission Action.** Except as noted above, the Planning Commission shall approve, approve with conditions, or deny the site plan based on the compliance of the plan with City Ordinances and the review standards of this Ordinance. If conditional approval is granted, the conditions shall be stated specifically so that the Zoning Administrator or other reviewing departments can determine compliance with the conditions and grant approval following submission of revised plans; said review not to exceed ten business (10) days unless additional time is required by the Zoning Administrator or other reviewing departments to determine compliance with the conditions of site plan approval. A site plan shall be approved if it contains all of the information required by the ordinance and is in compliance with the standards of

Article 14: Administrative Procedures**Section 54.1402: Site Plan Review**

the Land Development Code (including [Section 54.1402\(E\)](#)), other City planning documents, City ordinances, and state and federal statutes.

- (e) **Signed Copies of Final Approved Plans.** The Planning Commission Chair and the applicant shall sign two (2) copies of the approved site plan, one of which is kept by the Zoning Administrator, the other by the applicant. If the site plan is approved with conditions that require revisions to the site plan, the applicant must make the required revisions and submit the revised plans to the City be signed.
 - (f) **Certificate of Zoning Compliance.** A Zoning Compliance permit shall not be issued until the Planning Commission has approved the plan. The Zoning Compliance permit shall be reviewed and issued in accordance with [Section 54.1401](#).
- (6) **Single-Step Site Plan Approval.** Nothing in this Ordinance shall prohibit the Planning Commission from granting final site plan approval without first granting a preliminary site plan approval if the plans are in compliance with the requirements of this Ordinance for a final site plan.
- (E) **Site Plan Review Standards.** In addition to the development standards of this Ordinance as well as the underlying zoning district, each site plan shall be designed to ensure that:
 - (1) **Public Health, Safety, and Welfare.** The uses proposed will not harm the public health, safety, or welfare. All elements of the site plan shall be designed to take into account the site's topography, the character of adjoining property, and the type and size of buildings. The site shall be developed so as not to impede the normal and ordinary development or improvement of surrounding property for uses permitted in this Ordinance.
 - (2) **Safe and Efficient Traffic Operations.** Safe, convenient, uncongested, and well-defined vehicular and pedestrian circulation within and to the site shall be provided. Drives, streets, and other elements such as walkways shall be designed to promote safe and efficient traffic operations within the site and at its access points.
 - (3) **Vehicular and Pedestrian Circulation.** The arrangement of public or common ways for vehicular and pedestrian circulation shall be connected to existing or planned street and pedestrian or bicycle pathways in the area. There shall be provided a pedestrian circulation system which is separated from the vehicular circulation system. In order to ensure public safety, special pedestrian measures, such as crosswalks, crossing signals and other such facilities may be required in the vicinity of schools, playgrounds, shopping centers, and other uses which generate a considerable amount of pedestrian traffic.
 - (4) **Topography and Landscaping.** The landscape shall be preserved in its natural state, insofar as practical, by removing only those areas of vegetation or making those alterations to the topography which are reasonably necessary to develop the site in accordance with the requirements of this Ordinance. Landscaping shall be preserved and/or provided to ensure that proposed uses will be adequately buffered from one another and from surrounding property.

Article 14: Administrative Procedures

Section 54.1402: Site Plan Review

- (5) Storm Water Management.** Appropriate measures shall be taken to ensure that removal of surface waters will not adversely affect neighboring properties or the public storm drainage system. Surface water on all paved areas shall be collected so that it will not obstruct the flow of vehicular or pedestrian traffic or create standing water.
- (6) Emergency Vehicle Access.** All buildings or groups of buildings shall be arranged so as to permit emergency vehicle access as required by the Fire Department and Police Department.
- (7) Outdoor Storage and Loading and Unloading Areas.** All outside storage areas, including refuse storage stations, shall be screened from the view of the street and/or adjacent residentially zoned properties. All loading and unloading areas shall be reasonably screened for residentially zoned properties.
- (8) Lighting.** Exterior lighting shall be arranged so that it is deflected away from adjacent properties and bodies of water so that it does not impede the vision of traffic along adjacent streets or impair navigation on the waterway. Flashing or intermittent lights shall not be permitted.
- (9) Location of Building Entrances.** For consistency in areas where adjoining properties face the street, the Planning Commission may require that primary structures shall be oriented so that their main entrance faces the street upon which the lot fronts. If the development is on a corner lot, the main entrance may be oriented to either street or to the corner.
- (10) Nuisances.** No noise, vibration, dust, fumes, or other nuisance shall leave the property in a manner that affects the surrounding area.
- (11) City of Marquette Engineering Design and Construction Standards.** The site plan must comply with the City of Marquette Engineering Design and Construction Standards.

(F) Validity of Approved Site Plans and Expiration.

- (1) Approval, including Conditions, Attached to the Property.** Approval of a site plan, including conditions made as part of the approval, is attached to the property described as part of the application and not to the owner of such property.
- (2) Validity of Approved Site Plans.**
 - (a) Expiration.** Site plan approval shall expire one (1) year from the date of approval by the Planning Commission, or by the Zoning Administrator for minor site plans, except for phased projects that are required to follow a project timeline. If the site plan is approved with conditions that require revisions to the site plan, the applicant must make the required revisions and submit the revised plans to the City prior to the expiration date.
 - (b) Halt in Construction.** The Planning Commission or Zoning Administrator, according to which entity approved the plan, may revoke the zoning approval if work on a

Article 14: Administrative Procedures**Section 54.1402: Site Plan Review**

project is halted for at least two (2) months, except during winter conditions, if the conditions warrant.

- (c) **Extension.** The Planning Commission may grant two (2) one-time extensions to the expiration deadline, not to exceed one (1) year each, provided the request for an extension must be submitted at least 45 days prior to the expiration of the site plan approval and must meet the following standards. The Zoning Administrator may similarly grant extensions of administratively approved site plans.

- (i) The approved plan conforms to zoning at the time the extension is granted

- (ii) Any and all Federal and State approvals and permits are current.

- (d) **Resubmission of Expired Plans.** Site plans whose approval has expired shall require resubmission as an initial application.

(G) Amendments to Approved Site Plans.

- (1) No changes, erasures, modifications, or revisions shall be allowed for any approved site plan without prior approval by the Zoning Administrator or the Planning Commission, in accordance with [Figure 49](#) of this Ordinance.
- (2) The ability to approve any changes to an approved site plan shall remain consistent with the ability of the Planning Commission or Zoning Administrator to approve or deny a specific development activity stated in [Figure 49](#).

- (H) **Performance Guarantees.** To ensure compliance with this Ordinance and any condition imposed thereunder, the City may require that a cash deposit, certified check, irrevocable bank letter of credit, or other financial instrument acceptable to the City covering the estimated cost of improvements associated with a project (verified by the City Engineer) for which site plan approval is sought, be deposited with the Treasurer of the City to ensure faithful completion of the improvements and also be subject to the following:

- (1) Prior to development activity or the issuance of a permit, the performance guarantee shall be deposited prior to the issuance of the building permit authorizing the activity of the project. The City shall return the performance guarantee on deposit upon verification by the City that all work and improvements have been satisfactorily completed. A return of the performance guarantee does not relieve the applicant from satisfying all applicable maintenance warranties and/or guarantees necessary to ensure the proper functioning of the public improvements.
 - (2) As used in this Section, “improvements” means those features and actions associated with a project which are considered necessary by the body or official granting approval, to protect natural resources, or the health, safety and welfare of the residents of the City and future users or inhabitants of the proposed project or project area, including roadways, lighting, utilities, sidewalks, screening, landscaping and surface drainage.

Article 14: Administrative Procedures

Section 54.1402: Site Plan Review

- (I) **Development Agreement.** The Planning Commission may require, as a condition of approval, that the owner/developer enter into a Development Agreement with the City of Marquette, incorporating therein the terms and conditions of final site plan approval, and record the same in the Office of the Register of Deeds for Marquette County. The Development Agreement shall be signed by the applicant and/or developer and approved by the City Commission. The Agreement shall include such provisions as the deposit of funds to defray variable costs and expenses and performance guarantees per [Section 54.1402\(H\)](#) to ensure that improvements depicted on a site plan meet the provisions of this Ordinance, adopted standards and regulations, and conditions set by the Planning Commission. The cost to prepare, review, and record this Agreement shall be borne by the applicant/developer.
- (J) **Compliance Guarantees.** Prior to construction, the Zoning Administrator may require that the property boundaries be staked by a licensed surveyor. At any time during construction, the Zoning Administrator may inspect the site to determine compliance with the approved site plan. If the Zoning Administrator determines that the construction is not in accordance with the approved site plan, the Zoning Administrator shall issue a stop work order and take action to ensure compliance with the approved site plan.
- (K) **Appeals of Site Plans.**
 - (1) Any person aggrieved by the decision of the Planning Commission or Zoning Administrator with respect to an approval or denial of a site plan shall have the right of an appeal to the Board of Zoning Appeals in accordance with [Section 54.1404](#). The appeal shall be filed in writing within thirty (30) days of the decision.
 - (2) The filing of such an appeal shall act to stay or suspend the issuance of any permit.
 - (3) No new evidence may be submitted to the Board of Zoning Appeals that is in addition to the evidence considered by the Zoning Administrator or Planning Commission during its review.
- (L) **Required As-Built Plans.** Upon completion of the development, as-built plans of the final development must be provided to the City in CAD format or other digital format required by the City.
- (M) **Revocation.** Approval of a site plan may be revoked by the Planning Commission if the construction or use is not in conformance with the approved site plan. In such case, the site plan shall be placed on the agenda of the Planning Commission for consideration and written notice shall be sent to the applicant at least ten (10) days prior to the meeting. The Zoning Administrator, applicant, and any other interested persons shall be given the opportunity to present information to the Planning Commission and answer questions. If the Planning Commission finds that a violation of the approved site plan exists and has not been remedied prior to the hearing, then it shall revoke the approval of the site plan.



Andrea Landers <alanders@marquettemi.gov>

08-SUP-05-20/08-SPR-05-20: 100 Genesee St - Marihuana Retailer

Mike Laurila <mlaurila@marquettemi.gov>

Mon, Apr 13, 2020 at 8:44 AM

To: Andrea Landers <alanders@marquettemi.gov>

I have no comments at this time. Thank you.

Cpt Michael E. Laurila
Marquette City Police Department
300 West Baraga Avenue
Marquette, MI 49855
906-228-0400

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<site plan_20018 plan03.pdf>

<sup application with owner affidavit_required narrative and prequal letter.pdf>

<spr application.pdf>

MARQUETTE FIRE DEPARTMENT
Code Enforcement
Fire Marshal
(906) 225-8941
tdunleavy@marquettemi.gov

MEMORANDUM

TO: Andrea Landers
FROM: Tom Dunleavy, Fire Marshal
DATE: April 15, 2020
SUBJECT: 8-SUP-5-20

I have reviewed the Site Plan for Farmer Q remodel/marijuana retail space. Genesee St. location. Approved. TD.



Andrea Landers <alanders@marquettemi.gov>

08-SUP-05-20/08-SPR-05-20: 100 Genesee St - Marihuana Retailer

Keith Whittington <kwhittington@marquettemi.gov>

Mon, Apr 13, 2020 at 3:30 PM

To: Andrea Landers <alanders@marquettemi.gov>

Cc: "KILPELA, MIKAEL" <mkilpela@marquettemi.gov>, JIM COMPTON <jcompton@marquettemi.gov>

Andrea,

Since I do not have access to my network drive here are our comments.

C4.0: Show the existing curb cut coming from Genesee Street (Not approximate). If the existing curb cut is in a different location or has a different width than the proposed drive entrance, remove and replace the curb cut and driveway apron per the City Standard Details to match the drive entrance behind the sidewalk. New curb cut shall have dimensions from the west and east per the Site Plan Review Application checklist for engineering.

L1.0: All landscaping in the clear vision area shall be in accordance with City Standards.

Trees in the MDOT right of way will require MDOT approval. The developer should consult with the City arborists.

Storm Water: On the Site Plan Review Application nothing was checked on if you will be managing stormwater and applying for a stormwater utility fee reduction.

Keith M. Whittington
City Engineer/Street Administrator/Capital Improvement Plan Coordinator
1100 Wright Street
Marquette, MI. 49855
Office Phone: 906-225-8979
New Email Address: kwhittington@marquettemi.gov

On Thu, Apr 9, 2020 at 1:09 PM Andrea Landers <alanders@marquettemi.gov> wrote:

[Quoted text hidden]



Andrea Landers <alanders@marquettemi.gov>

08-SUP-05-20/08-SPR-05-20: 100 Genesee St - Marihuana Retailer

Scott Cambensy <scambensy@marquettemi.gov>

Wed, Apr 15, 2020 at 1:19 PM

To: Andrea Landers <alanders@marquettemi.gov>

Cc: Ann Cook <acook@marquettemi.gov>, Bruce Gauthier <bgauthier@marquettemi.gov>, Chad Hightshoe <chightshoe@marquettemi.gov>, Melissa Erkkila <merkila@marquettemi.gov>, Dan Carter <dcarter@marquettemi.gov>

Andrea,

Public Works has no direct comments at this time. However, I would ask that Dan review the proposed tree planting as it looks like the density may be a little high. The consultant may wish to comment on the detention pond as far as what will happen if it goes past capacity. There are two catch basins at that corner however the r/w is MDOT's.

Scott

On Thu, Apr 9, 2020 at 1:09 PM Andrea Landers <alanders@marquettemi.gov> wrote:

[Quoted text hidden]



Andrea Landers <alanders@marquettemi.gov>

08-SUP-05-20/08-SPR-05-20: 100 Genessee St - Marihuana Retailer

Dan Carter <dcarter@marquettemi.gov>

Wed, Apr 15, 2020 at 10:42 AM

To: Andrea Landers <alanders@marquettemi.gov>

Hi Andrea, I was just looking over the plans for the 100 blk. of Genessee St. I'm not a big fan of the amount of maple trees being stuffed into such a small green space. I think removing the maple trees from the entrance and thinning out the amount along the US-41 side would be a better plan. The main reason is that when these trees mature everything in the landscape is going to struggle aesthetically. I would recommend a total of 6 maple trees on site, and possibly spacing out the junipers as well.

On Thu, Apr 9, 2020 at 1:09 PM Andrea Landers <alanders@marquettemi.gov> wrote:

[Quoted text hidden]

--

Dan Carter
City of Marquette Arborist/Sexton
dcarter@marquettemi.gov
906-361-2148



**CITY OF MARQUETTE
PLANNING AND ZONING
1100 WRIGHT ST
MARQUETTE, MI 49855
(906) 228-0425
www.marquettemi.gov**

MEMORANDUM

TO: Nick Piedmonte, Eric Piedmonte, and Dusty Christensen
FROM: Andrea Landers, Zoning Official
DATE: April 20, 2020
SUBJECT: Review of 08-SUP-05-20 – 100 Genesee Street (PIN: 0050330)

After review of the plans, zoning staff has the following comment:

Sheet C4.0:

1. The site plan notes under “Proposed Use Requirements and Provisions”, it states the loading zone is 10-ft x 27-ft, but the measurement shown on the plans states 25-ft.
 - a. Please update the note to match the measurement.

Note: I will provide you with a digital file of this memo so that you may respond to my comments and I will include your responses in the STAFF FILE REVIEW/ANALYSIS to the Planning Commission.

In order to do so, I must receive your comments no later than April 27, 2020.

New sets of plans or plan sheets will NOT be accepted per the City of Marquette Land Development Code, at this time, only a narrative response is allowed prior to Planning Commission review.

April 22, 2020

City of Marquette
Attn: Andrea Landers, Zoning Official
300 W. Baraga Ave.
Marquette, Michigan 49855

Re: 100 Genesee Street
Narrative Responses to City Staff Comments

Dear Andrea,

Please find the following narrative responses to City staff comments related to the Special Use Permit application for the proposed project at 100 Genesee Street, which were provided to the applicant in your April 20, 2020 email.

Sheet C4.0

- Discrepancy between note and plan dimension: The proposed loading zone is 10' x 25', as dimensioned on the plan. The typo in the plan notes will be revised. Deliveries to the proposed use will be limited to smaller vehicles such as vans and box trucks. There will be no deliveries made to the proposed use by semi-trucks or tractor trailers.
- Curb cut comment: The proposed driveway is narrower than the existing, continuous curb cut on the site. Plans will be updated to remove and replace the existing curb cut per the standards of the City.

Sheet L1.0

- Clear vision area landscape comment: Landscaping provided on Sheet L1.0 was designed to comply with the clear vision standards of the City Ordinance. Should changes be requested, plans will be updated with revised landscaping.
- Tree quantity comments: Proposed tree plantings were provided to comply with the landscape standards of the City Ordinance. Tree quantity reduction comments from City staff are appreciated, and plans will be updated with revised tree quantities and locations following feedback from the Planning Commission at the 5/5/20 meeting.

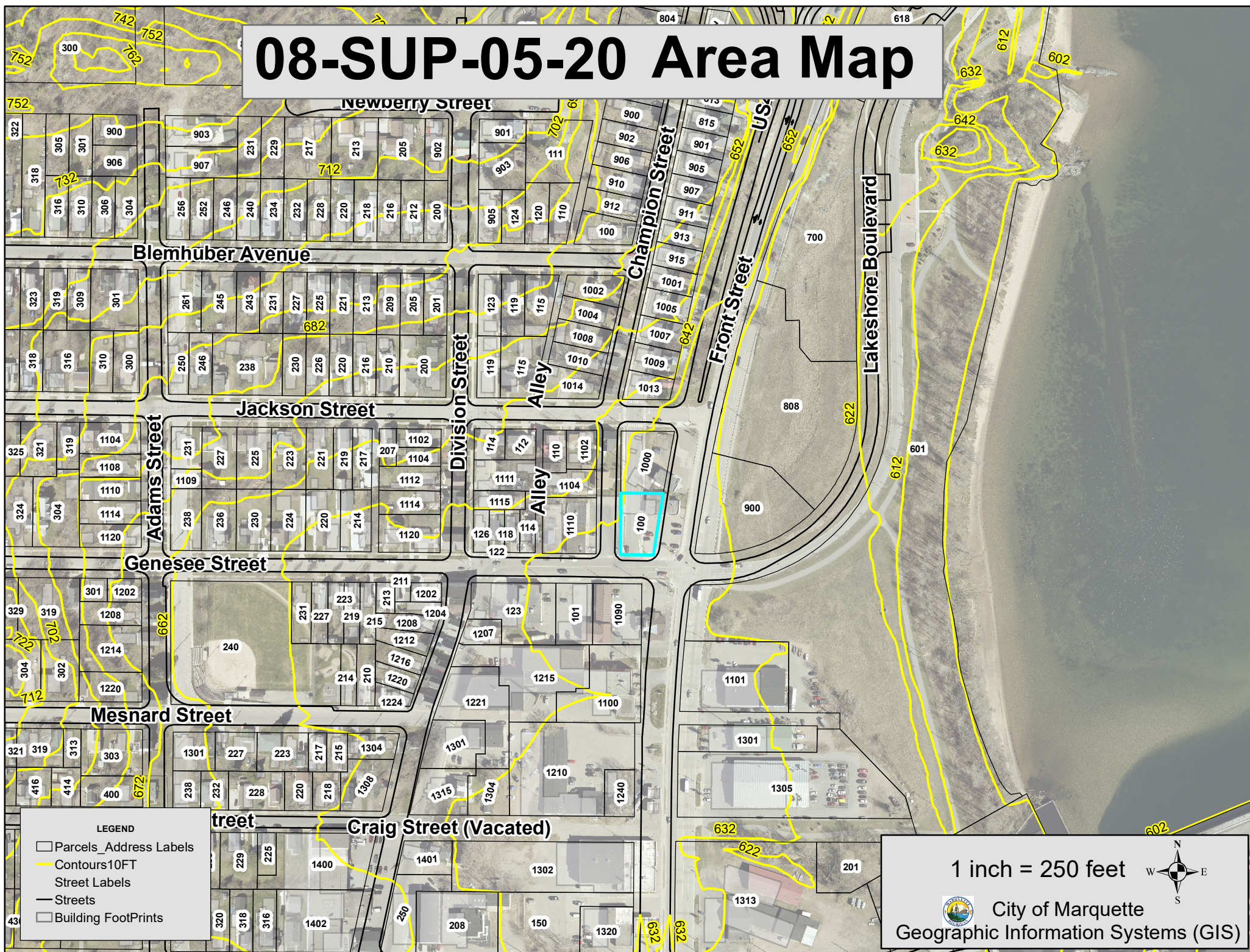
Should you have any questions, or require additional materials, please feel free to call me at (231) 360-7021 or email me at dusty@maaeps.com.

Sincerely,
Mansfield Land Use Consultants



Dusty Christensen, LLA

08-SUP-05-20 Area Map



08-SUP-05-20 Block Map


LEGEND

- Parcels_Address Labels
- Storm Manholes
- Storm Catch Basins
- Storm Pipes
- SewerCleanOuts
- Sewer System Valves
- Sewer Manholes
- San Flow Direction
- FLOW_DIR**
 - EAST
 - NORTH
 - SOUTH
 - WEST
- Sewer Lateral Lines
- Sew Not Slip Lined
- Sew Slip Lined
- Fire Hydrants
- WaterShutOff
- Water Valves & Gates
- Water Lateral Lines
- wMain**
- Representation: wMain_Rep**
 - Cast Iron
 - Copper
 - Ductile Iron
 - Galvanized Pipe
 - High Density Polyethylene
 - Polyvinyl Chloride
 - Sand Cast
 - Steel
 - Unknown
 - Watermains
 - Water Structures
- Street Labels
- Streets
- Building FootPrints

Scale: 1 inch = 167 feet

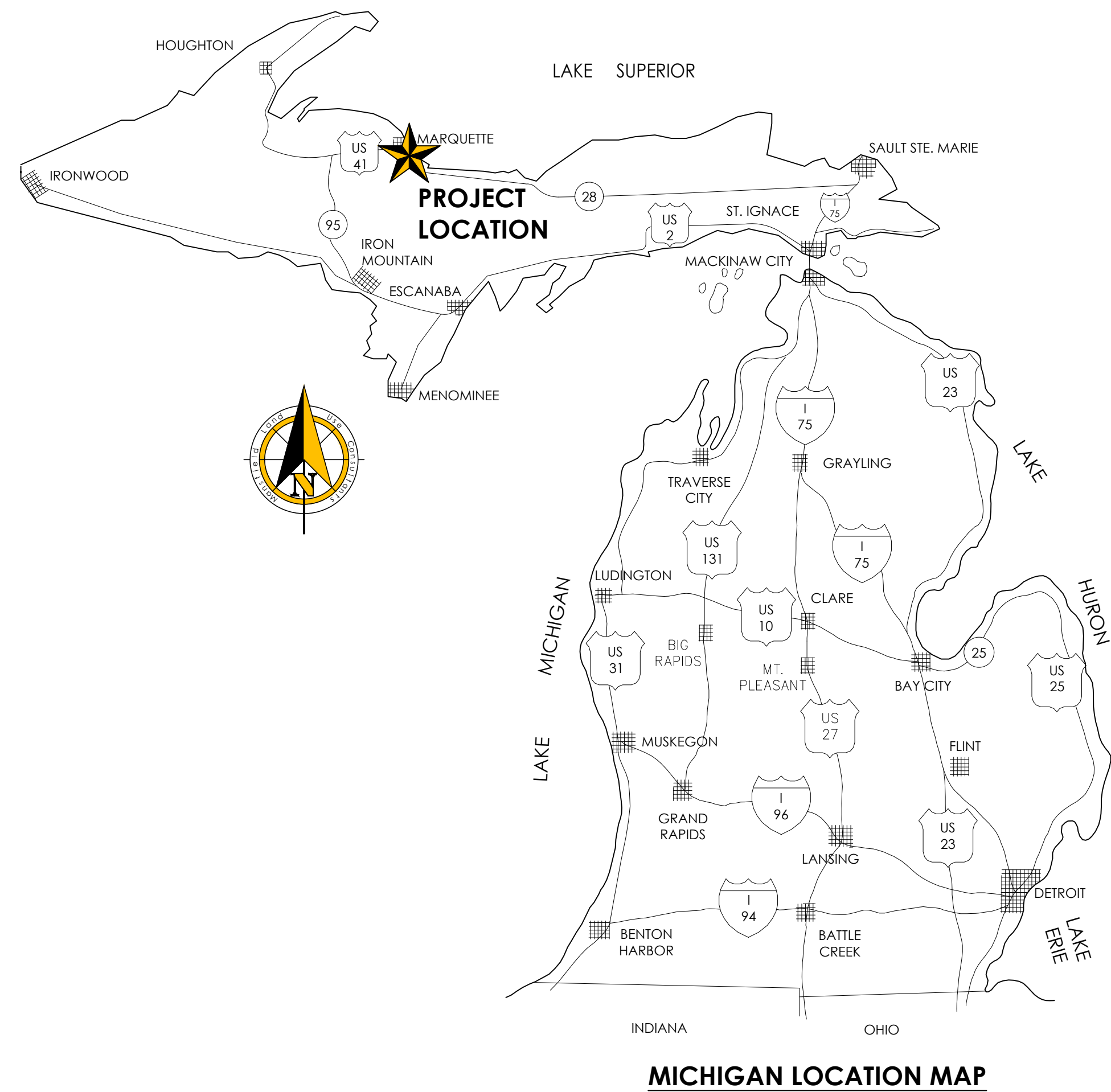
City of Marquette
Geographic Information Systems (GIS)



 City of Marquette
Geographic Information Systems (GIS)







VICINITY MAP



STANDARD PLAN LEGEND

DESCRIPTION	EXISTING	PROPOSED
GROUND CONTOUR		
SPOT ELEVATION		
CONTOUR FROM USGS TOPOGRAPHIC MAP		
TOP OF CURB ELEVATION PAVEMENT (OR GUTTER FLOW LINE) ELEVATION		
DIRECTION OF SURFACE FLOW		
DRAINAGE HIGH POINT		HP.
DRAINAGE LOW POINT		LP.
WATER MAIN		
SANITARY FORCE MAIN		
SANITARY SEWER		
STORM SEWER		
GAS MAIN		
OVERHEAD ELECTRIC		
PROPERTY LINE		
TREE LINE		
PINE LINE		
EDGE OF WETLAND		
EDGE OF WATER		
C/L OR DRAINAGE DITCH OR WATER LINE		
SILT FENCE		
DETENTION BASIN BERM		
MANHOLE (MH)		
CATCH BASIN (CB)		
CLEAN OUT (CO)		
RISER		
GATE VALVE		
FIRE HYDRANT ASSEMBLY		
CURB STOP & BOX		
POLE, POWER OR ELECTRIC		
LIGHT POLE		
SIGN		
BENCH MARK (BM)		
U/G UTILITY SIGN		
GUY ANCHOR		
SOIL EROSION CONTROL MEASURE (MICHIGAN UNIFIED KEYING SYSTEM) P=PERMANENT T=TEMPORARY		
IRON FOUND / IRON SET		
CONCRETE MONUMENT		
GOVERNMENT CORNER		
NAIL FOUND / NAIL SET		
RECORD / MEASURED	(R)	(M)
FENCE		
WOOD STAKE		

PROJECT DATA:

Developer: Fresh Coast Provisioning, LLC
Address: 101 M-66 N.
Charlevoix, MI 49770
Contact: Nick Peidmonte
Phone: 231-347-7302

SITE DATA:

Location: 100 Genesee Street
Marquette, MI 49855

Tax ID: 0050330

Zoning District: General Commercial

Parcel Area: 0.24 acres

DESCRIPTION AS FURNISHED:

LANDS LOCATED IN THE CITY OF MARQUETTE, COUNTY OF MARQUETTE, STATE OF MICHIGAN, DESCRIBED AS:

THAT PART OF THE FOLLOWING DESCRIBED TRACT "A"

POINT OF BEGINNING BEING AT THE INTERSECTION OF THE NORTH RIGHT OF WAY LINE OF GENESSEE STREET WITH THE WEST RIGHT OF WAY LINE OF STATE HIGHWAY US-41/M-28 (A.K.A. FRONT STREET); THENCE WESTERLY ALONG THE NORTH RIGHT OF WAY LINE OF GENESSEE STREET 8.61 FEET; THENCE NORTHEASTERLY 15.98 FEET TO A POINT ON THE WEST RIGHT OF WAY LINE OF STATE HIGHWAY US-41/M-28 (A.K.A. FRONT STREET), SAID POINT BEING 12.40 FEET NORTHERLY OF THE POINT OF BEGINNING; THENCE SOUTHERLY 12.40 FEET ALONG THE WEST RIGHT OF WAY LINE OF STATE HIGHWAY US-41/M-28 (A.K.A. FRONT STREET) TO THE POINT OF BEGINNING, SAID POINT ALSO BEING THE POINT OF ENDING,

THE LANDS DESCRIBED ABOVE IN EASEMENT CONTAIN 53 SQUARE FEET, MORE OR LESS.

TRACT "A":

ALL THAT PART OF LOT 29 LYING EAST OF THE EAST LINE OF CHAMPION STREET AS NOW LAID OUT AND USED; AND ALL THAT PART OF THE EAST 50.00 FEET OF LOT 30 WHICH LIES WEST OF A LINE DRAWN 45.00 FEET WESTERLY AND PARALLEL WITH THE CENTERLINE OF US-41 AS NOW LAID OUT AND USED, ALL IN PENNY AND VAUGHAN'S ADDITION TO THE CITY OF MARQUETTE, MARQUETTE COUNTY, MICHIGAN, ACCORDING TO THE RECORDED PLAT THEREOF, MARQUETTE COUNTY RECORDS.



PLAN INDEX

- C1.0 COVER SHEET
C2.0 OVERALL EXISTING CONDITIONS PLAN
C2.1 SURVEY EXHIBIT
C2.2 FLOOR PLAN EXHIBIT
C2.3 EXISTING CONDITIONS & DEMOLITION PLAN
C4.0 SITE & DIMENSION PLAN
L1.0 LANDSCAPE PLAN

Fresh Coast Provisioning, LLC

City of Marquette, Marquette County, Michigan

830 Cottageview Dr., Ste. 201
P.O. Box 4015
Traverse City, MI 49685
Phone: 231-946-9310
www.maaeps.com
info@maaeps.com

Mansfield
— **co.** —
Land Use Consultants

[illegible]

Fresh Coast Provisioning, LLC
Proposed Provisioning Center
COVER SHEET
Lot 29 & Part of Lot 30, Penny & Vaughan's Addition
City of Marquette, Marquette County, Michigan

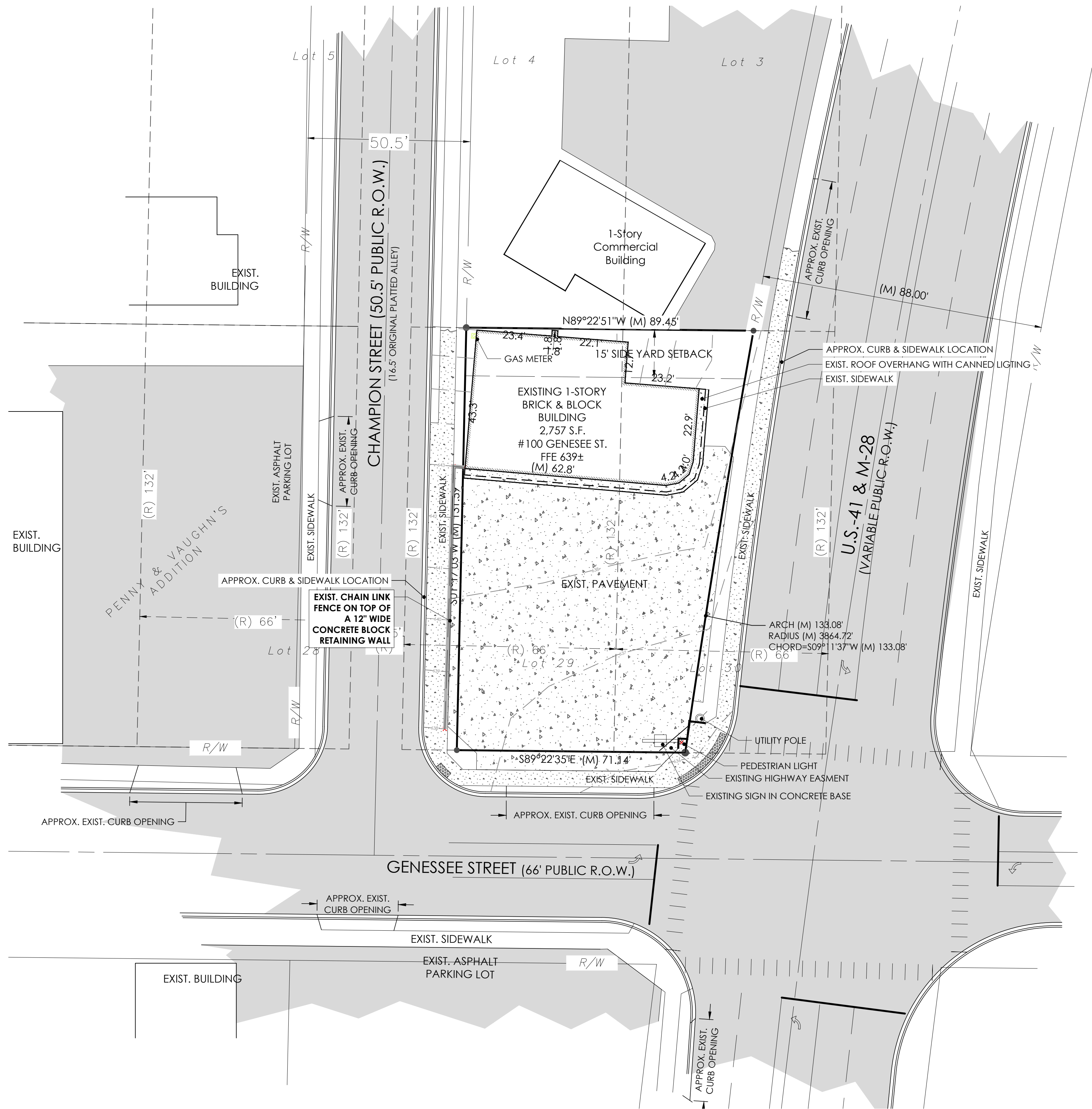
PRELIMINARY

P.M.:
dmc

DR.: mmm	CXD.: dmc	CREATED: 02.11.20
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JOB NO.: 00010

C1.0



GRAPHIC SCALE: 1 inch = 20 feet

NOTES:
ALL EXISTING SITE FEATURES AND BOUNDARY INFORMATION USED TO CREATE THE BASE MAP WERE BASED UPON AERIAL PHOTOGRAPHS AND A PARTIAL SURVEY PERFORMED BY VAN NESTE SURVEYING (FEB. 6, 2020) AND ARE ILLUSTRATED ON THIS PLAN FOR PLANNING PURPOSES ONLY. NO TITLE WORK, BOUNDARY, TOPOGRAPHIC OR SOIL SURVEYS HAVE BEEN PERFORMED BY MANSFIELD LAND USE CONSULTANTS. MANSFIELD LAND USE CONSULTANTS MAKES NO GUARANTEE TO THE CORRECTNESS NOR THE COMPLETENESS OF THIS INFORMATION.

Mansfield
Land Use Consultants

830 Cottageview Dr., Ste. 201
P.O. Box 4015
Traverse City, MI 49685
Phone: 231-946-9310
www.maeaps.com
info@maeaps.com

REV#	DATE	DES	DRN	CHK	DESC
01	02-11-20	dmc	mmr	dmc	Original design
02	03-11-20	dmc	mmr	dmc	Revisions per City of Marquette comments
03	04-01-20	dmc	mmr	dmc	Revisions per City of Marquette comments

Fresh Coast Provisioning, LLC
Proposed Provisioning Center
OVERALL EXISTING CONDITIONS PLAN
Lot 29 & Part of Lot 30, Penny & Vaughan's Addition
City of Marquette, Marquette County, Michigan

PRELIMINARY

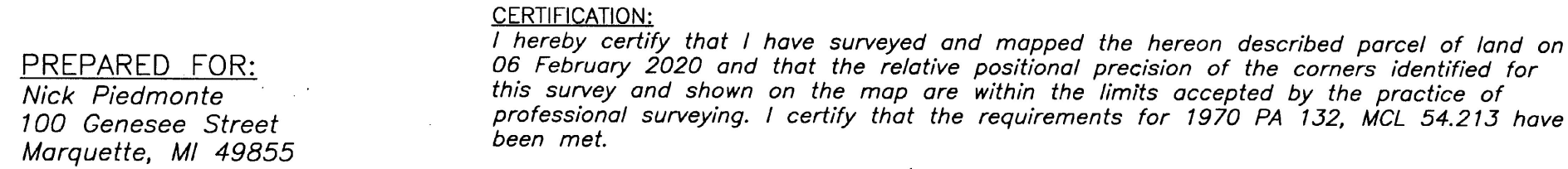
PM: dmc

DES: mmr CADD: dmc CREATOR: dmc JOB NO.: 20018

C2.0


LEGAL DESCRIPTION (Tax Description Parcel #0050330):
Penny & Vaughn's Addition the E 49' of Lot 29 & the W 16' of Lot 30,
being all that part of Lot 30 which lies W of a line drawn 45' W'y of and
parallel to the C/L of US 41/M-28.

LEGAL DESCRIPTION (Recorded Warranty Deed Doc. #2014R-03067):
All that part of Lot 29, Penny & Vaughn's Addition, lying east of the East
line of Champion Street as now laid out and used; Also, all that part of
East 50' of Lot 30, Penny & Vaughn's Addition, which lies West of a line
drawn 45' Westerly and parallel with the center line of US-41 now laid out
and used, City of Marquette, Marquette County, Michigan.

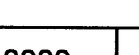


SIGNED: Glenn C. Van Neste DATE: 09 MAR 2020

Glenn C. Van Neste, Professional Surveyor # 27464
 Travis W. Van Neste, Professional Surveyor # 46695


JOB # 220003/89226	SCALE: 1" = 40'	DATE: 26 FEB 2020
(R) RECORDED	(M) MEASURED	DRAWN BY: TWM
LINE NOT DRAWN TO SCALE 		

VAN NESTE SURVEYING
 33 YEARS OF PROFESSIONAL SURVEYING SERVICES
 1402 KIMBER AVENUE MARQUETTE, MICHIGAN 49855
 PHONE (906) 226-6241
www.VanNesteSurveying.com


 SHEET 1 of 1

SURVEY EXHIBIT

GRAPHIC SCALE: 1 inch = 30 feet



A horizontal graphic scale bar with tick marks at 0, 15, 30, 45, and 60 feet. The text '0', '15', '30', '45', and '60' is placed below the corresponding tick marks. The unit 'feet' is placed at the end of the bar.

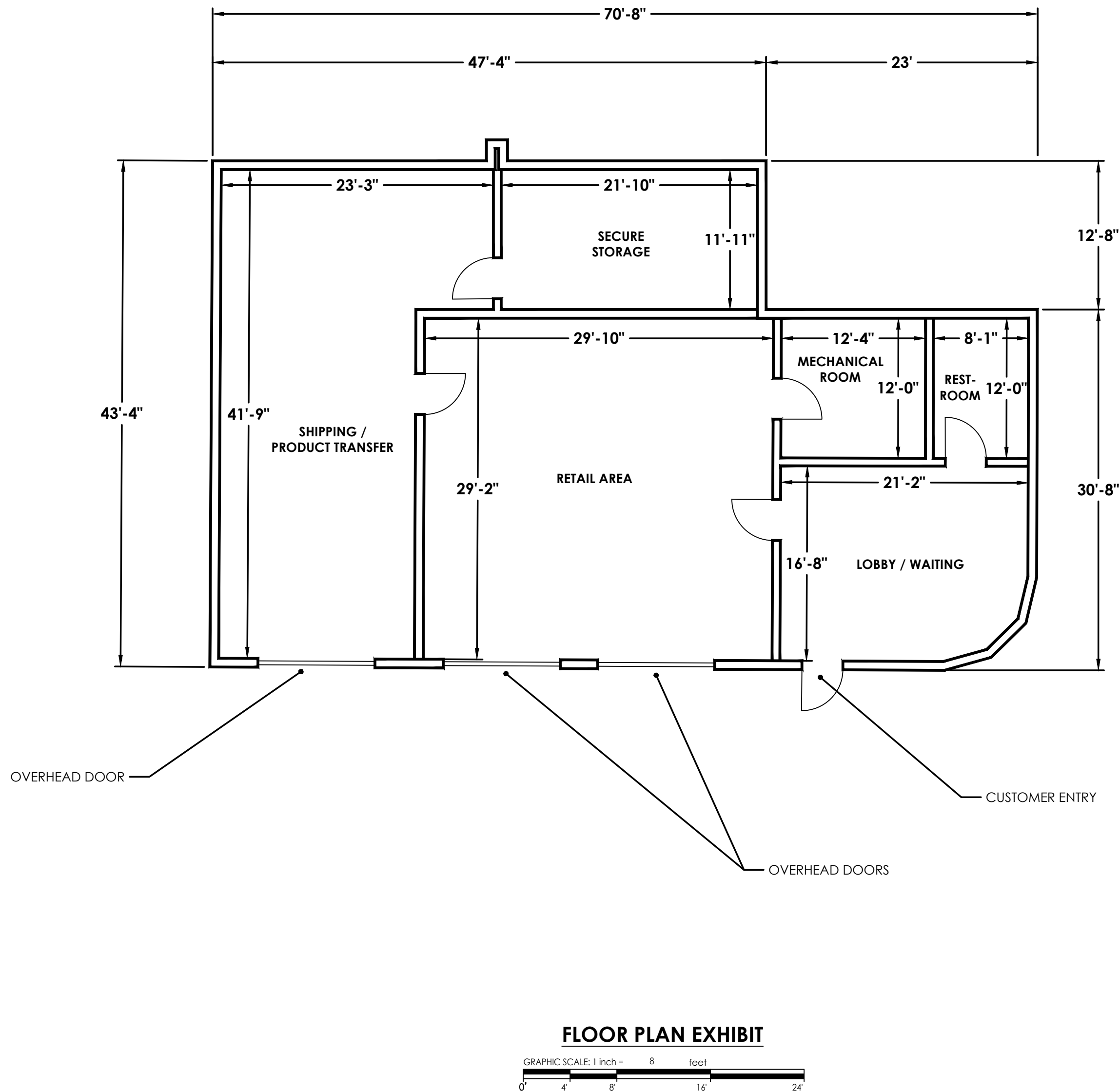
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02	03-11-20	dmc	(mm)	dmc	Revisions per City of Marquette comments
03	04-01-20	dmc	(mm)	dmc	Revisions per City of Marquette comments

Fresh Coast Provisioning, LLC
Proposed Provisioning Center
SURVEY EXHIBIT
Lot 29 & Part of Lot 30, Penny & Vaughan's Addition
City of Marquette, Marquette County, Michigan

P.M.: dmc

DR.: mmm CKD.: dmc CREATED: 02.11.20

C2.1



Mansfield

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REV#	DATE	DES	DRN	CHK	DESC
01	02.11.20	dmc	mmml	dmc	Original design
02	03.11.20	dmc	mmml	dmc	Revisions per City of Marquette comments
03	04.01.20	dmc	mmml	dmc	Revisions per City of Marquette comments

Fresh Coast Provisioning, LLC

Proposed Provisioning Center

FLOOR PLAN EXHIBIT

Lot 29 & Part of Lot 30, Penny & Vaughan's Addition
City of Marquette, Marquette County, Michigan

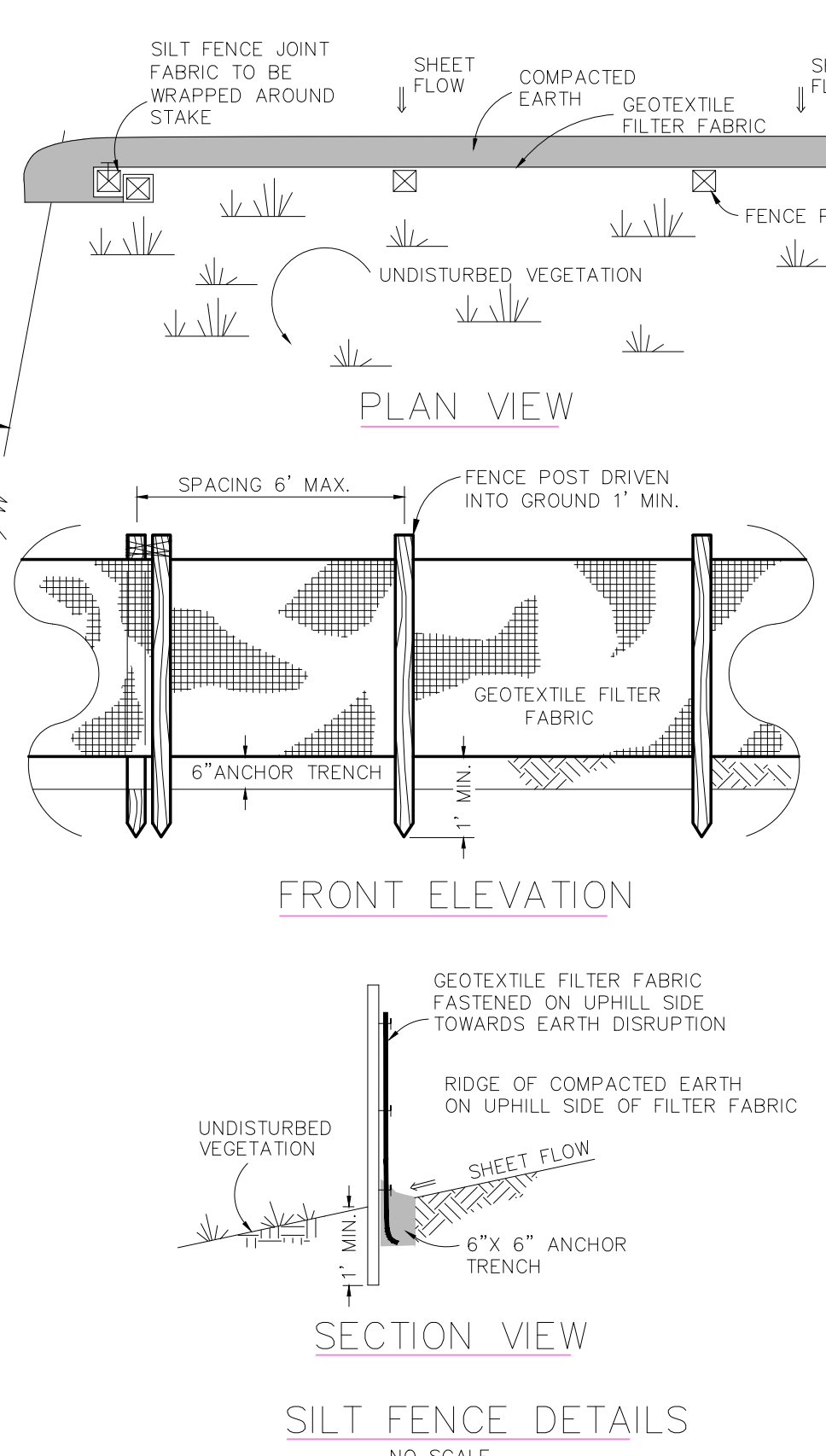
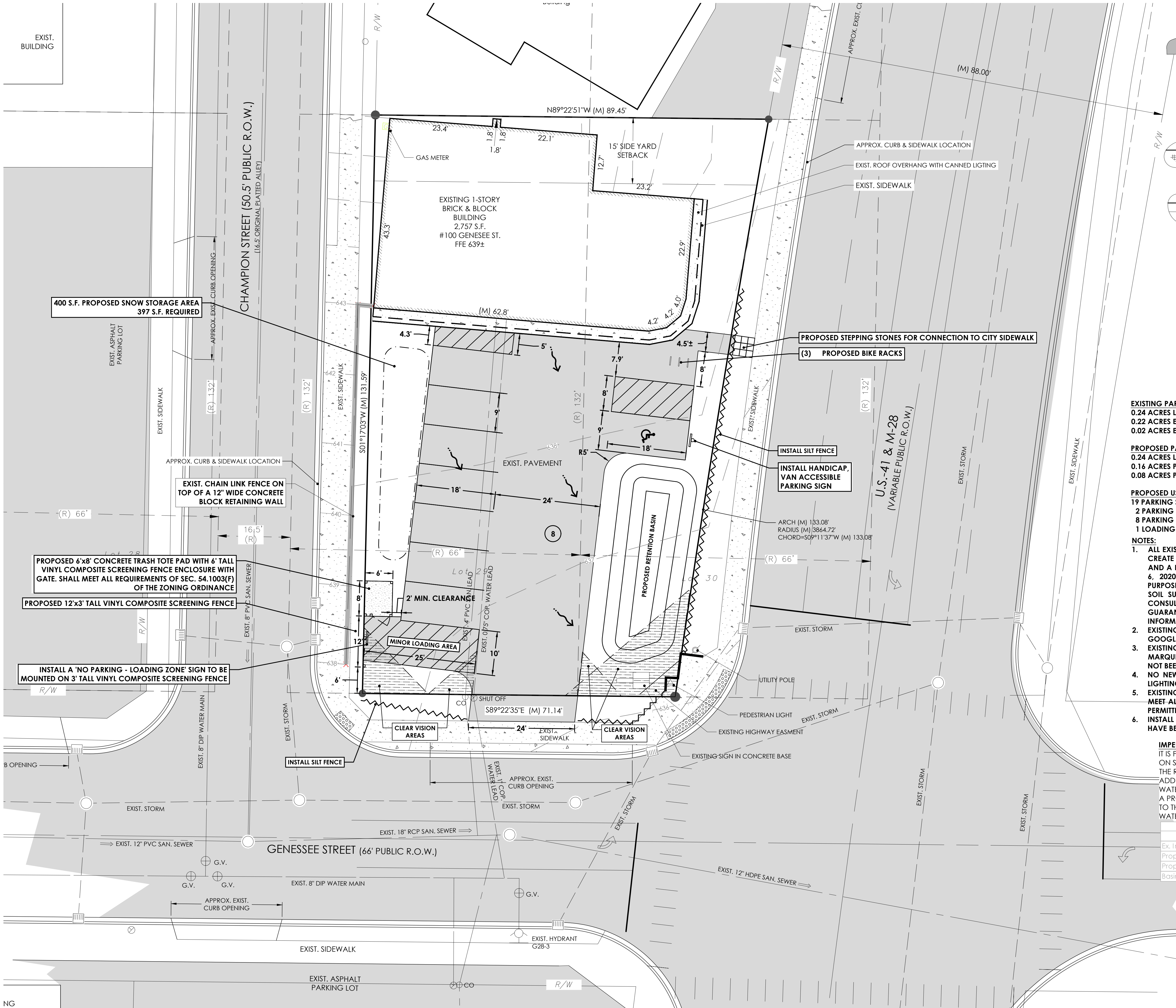
PRELIMINARY

PM: dmc

DR: mmml CDR: dmc CREATOR: dmc 02.11.20

JOB NO.: 20018

C2.2



EXISTING PARCEL AREAS:
0.24 ACRES LOT AREA
0.22 ACRES EXISTING IMPERVIOUS AREA (89.93%)
0.02 ACRES EXISTING PERVIOUS AREA (10.07%)

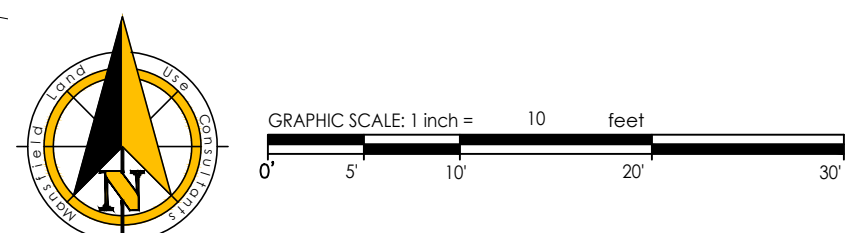
PROPOSED PARCEL AREAS:
0.24 ACRES LOT AREA
0.16 ACRES PROPOSED IMPERVIOUS AREA (66.44%)
0.08 ACRES PROPOSED PERVIOUS AREA (33.56%)

PROPOSED USE REQUIREMENTS AND PROVISIONS:
19 PARKING SPACES REQUIRED (MAXIMUM)
2 PARKING SPACES REQUIRED (MINIMUM)
8 PARKING SPACES PROVIDED
1 LOADING SPACE PROVIDED (10'x27')

NOTES:
1. ALL EXISTING SITE FEATURES AND BOUNDARY INFORMATION USED TO CREATE THE BASE MAP WERE BASED UPON AERIAL PHOTOGRAPHS AND A PARTIAL SURVEY PERFORMED BY VAN NESTE SURVEYING (FEB. 6, 2020) AND ARE ILLUSTRATED ON THIS PLAN FOR PLANNING PURPOSES ONLY. NO TITLE WORK, BOUNDARY, TOPOGRAPHIC OR SOIL SURVEYS HAVE BEEN PERFORMED BY MANSFIELD LAND USE CONSULTANTS. MANSFIELD LAND USE CONSULTANTS MAKES NO GUARANTEE TO THE CORRECTNESS NOR THE COMPLETENESS OF THIS INFORMATION.
2. EXISTING SPOT GRADES SHOWN ARE APPROXIMATE ONLY AS PER GOOGLE EARTH PRO.
3. EXISTING UTILITY LOCATIONS SHOWN ARE PER THE CITY OF MARQUETTE UTILITY MAPS AND ARE APPROXIMATE ONLY AND HAVE NOT BEEN FIELD VERIFIED.
4. NO NEW SIGHT OR BUILDING LIGHTING PROPOSED. EXISTING CAN LIGHTING MOUNTED IN BUILDING EAVES TO REMAIN.
5. EXISTING SIGN POLE LOCATION TO REMAIN. ANY NEW SIGNS SHALL MEET ALL OF THE REQUIREMENTS OF THE CITY OF MARQUETTE'S SIGN PERMITTING PROCESS.
6. INSTALL SILT FENCE PRIOR TO DEMOLITION. REMOVE AFTER ALL SOILS HAVE BEEN STABILIZED.

IMPERVIOUS SURFACES AND STORM WATER:
IT IS PROPOSED THAT SOME EXISTING IMPERVIOUS SURFACES ON SITE BE REMOVED. THE REDUCTION OF IMPERVIOUS SURFACES, WITHOUT ADDITION OF OTHERS, RESULTS IN A REDUCTION OF STORM WATER LEAVING THE SITE. A PROPOSED STORM WATER BASIN IS PROPOSED ADJACENT TO THE PARKING LOT TO INTERCEPT AND ALLOW STORM WATER TO PERCOLATE.

BASIN 1 CALCULATIONS		
	Quantity	Unit
Ex. Impervious Surface	9456.43	s.f.
Proposed Imp. Surface Reduction	2469.49	s.f.
Proposed Total Impervious Surface	6986.94	s.f.
Basin Volume Provided	844.56	c.f.



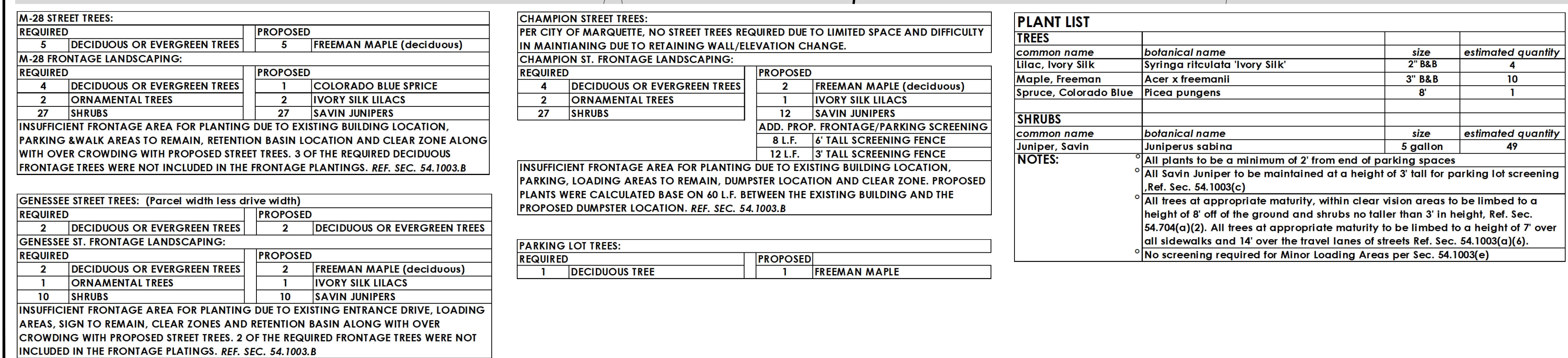
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Mansfield
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REV#	DATE	DES	CHK	DRN	DEC
01	02-11-20	unc	mm	unc	Original design
02	03-11-20	unc	mm	unc	Revisions per City of Marquette comments
03	04-01-20	unc	mm	unc	Revisions per City of Marquette comments

Fresh Coast Provisioning, LLC
Proposed Provisioning Center
SITE AND DIMENSION PLAN
Lot 29 & Part of Lot 30, Penny & Vaughan's Addition
City of Marquette, Marquette County, Michigan

PRELIMINARY
PXL: dmc
DR: mm
CDS: mm
CREATED: 02.11.20
JOB NO.: 20018
C4.0





Andrea Landers <alanders@marquettemi.gov>

Public Hearing

Terry DesJardins <[REDACTED]>
To: alanders@marquettemi.gov

Thu, Apr 23, 2020 at 12:46 PM

Sent from my iPhone

I am not in favor of that Marihuana Retailer located at 100 Genesee Street, I do not want that here,
I am the home owner at 1113 Division Street.
Terry DesJardins (owner)



Andrea Landers <alanders@marquettemi.gov>

(no subject)

Susan Koernke <[REDACTED]>
To: alanders@marquettemi.gov

Sat, Apr 25, 2020 at 7:50 PM

hi andrea.....in regard to 100 Genesee St.

i have owned two homes in the past 30 years one block up on Champion St. i currently live in my home at 1013 Champion St. and just wanted to respond to your letter about the marihuana retail shop being proposed. i have no objection to this idea and wanted to be of support to this project by letting you know this. sincerely, Richard Armstrong

--
Please note: My email address has changed, please update. My new address is [REDACTED].

Planning/Zoning Weekly Report

March 30, 2020 to April 10, 2020

Planning and Zoning Applications, Permits, and Code Enforcement

Staff updates since COVID-19 procedures went into effect:

During the week of 3/30-4/10 staff has been working remotely - handling phone calls, emails, permits, and conducting site plan review. Also, preparing systems for “remotely-held” Planning Commission and Board of Zoning Appeals meetings has been conducted. All the system components are in place to conduct the 4/21 Planning Commission meeting. Staff is still working to complete reports and the meeting agenda. The Planner and Zoning Administrator has also completed budgeting work for the Planning and Zoning Division, including the estimated revenue and expenses for FY '19-'20 and the FY '20-'21 budget. He is also working on a “Guide to Development” for the City, as part of the Redevelopment Ready Communities certification criteria. An attempt was made to conduct an inventory of commercial signs in the city, but our Planning and Zoning Technician was confronted at close range by several parties on the first day of the documentation project and so the project has been suspended. Code Enforcement was suspended previously.

Permits processed (starting 10/01/19 for totals):

PERMIT TYPE	APPROVED	DENIED	PENDING	TOTAL APPLICATIONS FOR FY 19-20
Zoning Compliance	5		3	43
Sign			1	9
Liability Release for sidewalk sign/Sign projecting in ROW				6
Fence	1			17
Home Office/Home Occupation				1
Curb Cut & Driveway *				6
Site Plan Review (Admin. or PC**)	2		7	11
Special Use Permit **			5	8
Rezoning **			1	2
Planned Unit Development **				0
Variance ***				5
Appeals to BZA ***				0
Class A Nonconforming ***				0
* City Engineering issued permits as reviewed by the Zoning Official				
** Reviewed by the Planning Commission (site plan review authority is based on size of site)				
*** Approval Determined by the Board of Zoning Appeals (BZA)				

Rental Registrations: 0 short-term applications and 1 long-term application was reviewed. Since the beginning of the FY19-20, 104 long-term and 41 short-term rental applications have been completed for zoning review and sent back to the Fire Department.

Land Division: 1

Planning Commission and Board of Zoning Appeals

The **Planning Commission** and **Board of Zoning Appeal** regular meetings (for 4/2-BZA and 4/7-PC) were cancelled. Business scheduled for the 4/7 PC meeting will be conducted on 4/21 by Zoom and will be televised on Charter channel 191.

Planning/Zoning Weekly Report

April 13, 2020 to April 24, 2020

Planning and Zoning Applications, Permits, and Code Enforcement

Staff has been completing many preliminary site plan reviews, regular site plan reviews, answering phone calls and emails, and processing cases and creating staff reports for upcoming meetings, as well as getting notices out. The agenda for the 4-21 Planning Commission meeting was compiled, approved minutes were distributed, draft minute transcription was begun, and follow up with applicants and relevant staff was done.

Permits processed (starting 10/01/19 for totals):

PERMIT TYPE	APPROVED	DENIED	PENDING	TOTAL APPLICATIONS FOR FY 19-20
Zoning Compliance	3		3	47
Sign			3	11
Liability Release for sidewalk sign/Sign projecting in ROW				6
Fence	1			18
Home Office/Home Occupation			1	2
Curb Cut & Driveway *	1			7
Site Plan Review (Admin. or PC**)	1		7	11
Special Use Permit **	3		2	9
Rezoning **				2
Planned Unit Development **			1	1
Variance ***			1	6
Appeals to BZA ***				0
Class A Nonconforming ***				0
* City Engineering issued permits as reviewed by the Zoning Official				
** Reviewed by the Planning Commission (site plan review authority is based on size of site)				
*** Approval Determined by the Board of Zoning Appeals (BZA)				

Address Assignments: 1

Code Enforcement – has been suspended.

Planning Commission and Board of Zoning Appeals

The **Planning Commission** held a regular meeting on April 21st and approved a Site Plan Review Application for development at 2065 US Highway 41 (on former Marquette Mall property); extended Site Plan approval for hotel construction at 700 S. Lakeshore Blvd.; and approved three Special Land Use Permits (351 W. Washington St. – Marijuana Retail Establishment, 200 S. Fifth St. – Single-family dwelling unit in CBD, 521 W. Barage Ave. – Duplex dwelling unit in MDR) and postponed a decision on a Special Land Use Permit

application for a 40' telecommunications tower at 1009 W. Bluff St. until May 19th (at the earliest) pending more information requested.