

# ∞ AGENDA ∞

**MARQUETTE CITY PLANNING COMMISSION**  
**Tuesday, March 24, 2026, at 6:00 p.m.**  
**Commission Chambers at City Hall – 300 W. Baraga Ave.**

## MEETING CALLED TO ORDER

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- 1) ROLL CALL
  - 2) APPROVE AGENDA
  - 3) APPROVE MINUTES: **Minutes of 03-03-26**
  - 4) CONFLICT of INTEREST
1. PUBLIC HEARINGS
  2. CITIZENS WISHING TO ADDRESS THE COMMISSION ON AGENDA ITEMS
  3. OLD BUSINESS
  4. NEW BUSINESS
    - A. **01-CSD-03-26 & 02-SPR-03-26** – McClellan Meadows Site Condominiums
    - B. **Presentation – Climate Action Plan Outline**
  5. CITIZENS WISHING TO ADDRESS THE COMMISSION ON NON-AGENDA ITEMS
  6. CORRESPONDENCE, REPORTS, MINUTES OF OTHER BOARDS/COMMITTEES
  7. TRAINING
  8. WORK SESSION ON REPORTS/PLANS/ORDINANCES
    - A. **Land Development Code Amendments**
  9. COMMISSION AND STAFF COMMENTS
  10. ADJOURNMENT

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## 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 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 must state any Ex-Parte contact or Conflicts of Interest prior to engaging in any discussions), if it occurred, prior to entering into discussion or voting on a case).

**OFFICIAL PROCEEDINGS**  
**MARQUETTE CITY PLANNING COMMISSION**  
**MARCH 03, 2026**

**DRAFT  
MINUTES**

A regular meeting of the Marquette City Planning Commission was duly called and held at 6:00p.m. on Tuesday, March 03, 2026, in the Commission Chambers at City Hall. This meeting is also available as a video recording on the City's website.

**ROLL CALL**

Planning Commission (PC) members present (8): M. Rayner, J. Guter, N. Vermaat, D. Fetter, J. Fitkin, S. Lawry, Vice-Chair A. Wilkinson, Chair Kevin Clegg.

PC Members absent: None

Staff present: City Planner and Zoning Administrator D. Stensaas; Zoning Official A. Landers.

**AGENDA**

*It was moved by A. Wilkinson, seconded by J. Fitkin, and carried 8-0 to approve the agenda as presented.*

**MINUTES**

*The minutes were approved by consent, with a correction noted by D. Stensaas to the highlighted portion of the draft text.*

**CONFLICT OF INTEREST**

Nobody stated a conflict.

**CITIZENS WISHING TO ADDRESS THE COMMISSION ON AGENDA ITEMS**

Madeleine Smerin, of 412 Gray St., stated:

I'd like to share my experience growing native plants and food responsibly in the city. Some confusion I encountered trying to interpret and apply the temporary fence codes to protect my garden from here. So, for context, my property, like many others around the city, is challenging for gardening. My backyard is deeply shaded in the summer, sloped, and unsuitable for gardening. So, as a result, I garden in my front and side yards. They largely fall within the right of ways, especially my front yard, which is 18.5' deep of right of way, so very limiting. Clear vision requirements also limit usable space on the corner, and I also experience very severe deer pressure in my area of town. Deer strongly prefer to eat native plants, and of course, many food crops, so when pressure is severe, no form of deterrent works. In order for me to succeed with gardening, I need to be able to exclude deer.

An effective deer exclusion needs to be at least 6' tall and ideally in place April through November. Last summer, after diligently studying the fencing and minor food production sections of code, I hung 6' chicken wire on removable fence posts around the perimeter of my garden, which I plan to remove at the end of the season. So based on the removable construction and the seasonal nature of the fence, I interpreted it as temporary and requiring no permit.

Despite acting in good faith to adhere to the code, I encountered the following issues: what I interpreted as temporary fencing was cited for needing a fence permit, I learned that even a temporary fence was not allowed to be placed in the right of way, and this is actually how I learned that most of my yard is the right of way. I learned that even a temporary fence acting as garden protection must be 4' or less in

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a front or side yard. When I shortened it to comply, it no longer excluded the deer. I believe it would benefit many residents who garden to clarify the temporary fencing code language and perhaps add a clear definition of wildlife exclusion fencing that is allowed to be 6' tall and placed where needed in conjunction with any compliant activity. I'm offering my experience as a case study for that, and I really appreciate you listening.

**CITIZENS WISHING TO ADDRESS THE COMMISSION ON NON-AGENDA ITEMS**

Chris Anderson, of 121 Dobson Place, I just recently started a fellowship with the LCP. I'm more or less just introducing myself to the board. I work through CEDAM, but I am working with the fellowship for the next 15 months. Just wanted to say hi and that I would be sitting in and listening to what's going on in the city so I could potentially help in any way possible. Thank you very much for this.

**TRAINING**

**A. Article – *Redesigning the Rules*, Michigan Planner (MAP), Nov.-Dec. 2025**

K. Clegg asked if anyone had thoughts or comments on the article.

D. Stensaas said he has been thinking of how to incorporate universal design principles into the Land Development Code but doesn't yet have any specific ideas on how to do that, and would like input from the Planning Commission. He said staff have worked with the former Marquette Accessibility Group, led by David Boyd, and more recently have helped the Senior Center start a qualification process to become an AARP-designated age-friendly community. He said that design for the oldest and youngest is better for everyone, and that we can come back to the topic, particularly if there are any ideas on incorporating universal design concepts into the LDC.

K. Clegg said that he appreciated it and said that it wouldn't be Marquette's first foray into inclusive design, as Kids Cove Park was designed with that in mind. He said the park is well attended whenever he is there.

J. Guter said that in his experience as an architect and facilities designer, he has seen universal design as a movement in building design over the last two decades. He said the concept is good, and it takes more space, but the idea is that as you make things accessible to the people who need more, then it is accessible to everybody. He said he's not sure how it could fit into the LDC, but it's worth striving for.

S. Lawry said that it's not the Planning Commission's purview, but he would advocate that the City look into updating the engineering specifications for streets so that, as streets are rebuilt, it wouldn't hurt to install landing along steep streets like Third, which would bring them closer to compliance with federal codes. He also said that the fiberglass tactile bumps used on the curb ramps don't last as long as cast iron bumps, and when they need to be replaced, it makes the sidewalk inaccessible for some time. He said that he would like to see the City incorporate cast iron into their specifications. He said that there are curb ramps that use cast iron bumps on NMU's campus and they hold up well.

**WORK SESSION ON REPORTS/PLANS/ORDINANCES**

**A. Land Development Code (LDC) Amendments**

D. Stensaas asked if we should start with the fence issue that Ms. Smerin brought up. He explained that the handout he had provided to the members shows the property with aerial and street-level photos from Google, and showed these on the monitors. He explained that the property has two front yards and much

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of it is not private, but part of the right-of-way, and that the Planning Commission has no authority over right-of-way areas, and that they are governed by City policies. He also explained the fence diagram from Article 7 of the LDC and related that there were significant changes adopted to the fence portions of the LDC last summer that allow for much more ability to place 6-foot tall fencing in rear yard areas, but that the Planning Commission has repeatedly stated they don't want to allow 6-foot fencing in front yards. He explained that the LDC requires temporary fencing to comply with standards for each zoning district, and there are no carve-outs for gardens. He also said that "temporary fencing" could be amended to be clearer about what *temporary* means, and to allow for temporary 6-foot fencing to exclude animals, and that is what the Planning Commission needs to discuss.

The Planning Commission asked questions and discussed issues related to Ms. Smerin's inquiry for nearly twenty minutes. The consensus was that temporary fences designed and used for wildlife exclusion should be allowed in front yards during the gardening season. The Planning Commission requested that City Staff prepare draft text amendments that would facilitate the allowance of such temporary fencing, and include that with other draft code amendments to be presented in the near future.

A. Landers explained the proposed addition of text to exclude the diminution of a building from the meaning of "alteration" of a building in Figure 64, as it applies to site plan review that is required to be conducted by the Planning Commission, minor/administrative site plan review, and to add demolition and diminution of non-residential and multi-family residential buildings to Fig. 64 as activities requiring zoning compliance permits. She also explained the draft text amendment recommendations for section 54.1401(B) to clarify alterations to buildings that require zoning permits, and to section (D) for the correction of an error, and to strike the Office and Retail categories from Figure 29 to match the intent for no minimum parking standards for those categories as shown in Figure 28.

The Planning Commission agreed to the changes by consent.

**COMMISSION and STAFF COMMENTS**

D. Fetter wished everyone a happy Lunar New Year and said that the discussion was good today.

A. Landers said that there is a case that will be on the agenda for the March 17<sup>th</sup> meeting.

**ADJOURNMENT**

D. Fetter thanked Ms. Smerin for her comments and said that she is excited to see draft changes to the temporary fence portions of the Land Development Code. She also said that it was good to see the strong community support in the search for the missing young man.

J. Fitkin said that she is excited to see where the temporary fence discussion goes and thanked Ms. Smerin for bringing it up.

A. Landers said there will be a public hearing on March 17<sup>th</sup>.

Chair K. Clegg thanked Ms. Smerin for her comments and said that it would help to make the Code better for everyone in the city. He then adjourned the meeting at 6:55 p.m.

**OFFICIAL PROCEEDINGS**  
**MARQUETTE CITY PLANNING COMMISSION**  
**MARCH 03, 2026**

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Prepared by A. Cook, Administrative Assistant (transcription), and D. Stensaas, Planning Commission Staff Liaison (transcription and editing).



CITY OF MARQUETTE  
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## **MEMORANDUM**

**TO:** Planning Commission  
**FROM:** Andrea Landers, Zoning Official  
**DATE:** March 11, 2026  
**SUBJECT: 01-CSD-03-26 & 02-SPR-03-26 – McClellan Meadows Site  
Condominiums (PIN: 0512412)**

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City staff have reviewed the proposed site condominium subdivision, to be named McClellan Meadows, consisting of seven units located on McClellan Avenue, and have provided comments regarding the plan.

Please see the attached Staff Report for more specific information regarding the application.

The Land Development Code specifies a two-step review process. The Planning Commission will review the site condominium proposal and provide a recommendation to the City Commission. Then the City Commission will review it.

### **Recommended Action:**

The Planning Commission should review the site plan and support information provided in this packet and determine whether or not the site condominium subdivision, to be named McClellan Meadows, consisting of seven units located on McClellan Avenue is in compliance with the City of Marquette Land Development Code, more specifically, the Site Plan Review Standards in Section 54.1402(E) and Condominium Developments Section 54.503.

Staff also recommend that the Planning Commission consider appropriate conditions of approval to ensure that any comments provided by staff and which the Planning Commission concurs with but have not been answered by the developer, are addressed.

As always, it is highly recommended that any motion regarding the amended plan includes:

*After review of the site plan and the supplemental documentation dated 04-26-24, and the Staff Report for 02-SPR-03-26 & 01-CSD-03-26, the Planning Commission (finds/does not find) substantial compliance with the City of Marquette Land Development Code Section 54.1405 and Section 54.503 and hereby recommends that the City Commission (approve / deny) 02-SPR-03-26 & 01-CSD-03-26 (as presented / for the following reasons / with the following conditions).*

**Staff recommends the following condition of approval - that an amended plan is submitted to meet staff comments.**

# STAFF FILE REVIEW/ANALYSIS

Completed by Andrea Landers –Zoning Official

Reviewed by David Stensaas – City Planner and Zoning Administrator



**File #:** 01-CSD-03-26 (also 02-SPR-03-26)

**Date:** March 11, 2026

**Project/Application:** Marquette County Habitat for Humanity is proposing a site condominium subdivision, to be named McClellan Meadows, consisting of seven units.

**Location:** McClellan Avenue.

**Parcel ID:** 0512412

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

**Current Zoning:** M-U – Mixed-Use

**Surrounding Zoning:**  
 North: CR – Conservation & Recreation  
 South: M-U – Mixed-Use  
 East: M – Municipal  
 West: CR – Conservation & Recreation

**Year Built:** Vacant parcel.

**Sales:** The owner bought the property on October 9, 2025.

## **Zoning District and Standards:**

### **Section 54.311 M-U, Mixed-Use District**

<b>(B) Permitted Principal Uses</b>	<b>(C) Special Land Uses</b>
<ul style="list-style-type: none"> <li>• Accessory Building or Structure</li> <li>• Accessory Use, Non-Single Family Residential Lots</li> <li>• Accessory Use, Single-Family Residential Lots</li> <li>• Adult Foster Care, Family Home</li> <li>• Adult Foster Care, Small Group Home</li> <li>• Child Care Center or Day Care Center</li> <li>• Child or Day Care, Family Home</li> <li>• Child or Day Care, Group Home</li> <li>• Drive-Through Uses</li> <li>• Dwelling, Accessory Unit</li> <li>• Dwelling, Live/Work</li> <li>• Dwelling, Multiple-Family 5+ dwelling units</li> <li>• Dwelling, Quadplex</li> <li>• Dwelling, Single-Family Attached</li> <li>• Dwelling, Single-Family Detached</li> <li>• Dwelling, Triplex</li> <li>• Dwelling, Two-Family (Duplex)</li> </ul>	<ul style="list-style-type: none"> <li>• Bar</li> <li>• Bed and Breakfast</li> <li>• Bed and Breakfast Inn</li> <li>• Domestic Violence Abuse Shelter</li> <li>• Dwelling, Intentional Community</li> <li>• Foster Family Group Home</li> <li>• Fraternity or Sorority House</li> <li>• Fuel Dispensing Uses, including Service Stations</li> <li>• Halfway House</li> <li>• Homeless Shelter</li> <li>• Hospital</li> <li>• Hospital Hospitality House</li> <li>• Hostel</li> <li>• Hotel or Motel</li> <li>• Manufacturing, Light– Medium Impact</li> <li>• Marihuana Safety Compliance Facility</li> </ul>

STAFF FILE REVIEW/ANALYSIS

<ul style="list-style-type: none"> <li>• Emergency Services</li> <li>• Farmers’ Markets</li> <li>• Food Production, Minor</li> <li>• Foster Family Home</li> <li>• Health Services</li> <li>• Home Occupation</li> <li>• Home Office</li> <li>• Homestays and Vacation Home</li> <li>• Hospice</li> <li>• Indoor Recreation</li> <li>• Manufacturing, Light – Low Impact</li> <li>• Medical Hospital Related Accessory Uses</li> <li>• Medical Hospital Related Office or Uses</li> <li>• Office, Medical</li> <li>• Office, Professional</li> <li>• Outdoor Entertainment and Community Events (Temporary)</li> <li>• Outdoor Food and Non-Alcoholic Beverage Service</li> <li>• Outdoor Recreation</li> <li>• Public or Governmental Building</li> <li>• Religious Institution</li> <li>• Restaurant, Indoor Service</li> <li>• Restaurant with Outdoor Food &amp; Non-Alcoholic Beverage Service</li> <li>• Retail Business, Indoor</li> <li>• Retail Sales and Service Areas, Outdoor Temporary</li> <li>• Service Establishment</li> <li>• Small Wind Energy Systems, Roof-Mounted</li> <li>• Solar Energy Systems, &lt;20kw- Accessory Use</li> <li>• Wholesale Trade Establishment</li> <li>• Veterinary Clinic (Domestic Animals Only)</li> </ul>	<ul style="list-style-type: none"> <li>• Nursing Home, Convalescent Home, Extended Care Facility, Assisted Living Facility</li> <li>• Off-street Parking Lot</li> <li>• Outdoor Entertainment and Community Events (Principal or Accessory Use)</li> <li>• Outdoor Alcoholic Beverage Service</li> <li>• Recreational Use, Public</li> <li>• Restaurant with Outdoor Alcoholic Beverage Service</li> <li>• Rooming House</li> <li>• School, Primary or Secondary</li> <li>• School, University</li> <li>• Solar Energy Systems, ≥20kw to 2 MW - Accessory Use</li> <li>• Solar Energy Systems, ≥20kw to 2 MW - Principal Use (Non-residential)</li> <li>• Supportive Housing Facility, Transitional and/or Permanent</li> <li>• Vehicle Repair and Service</li> </ul>
<p>Where there is a discrepancy between <a href="#">Section 54.306</a> and this table, <a href="#">Section 54.306</a> shall prevail.</p>	

<b>(D) Dimensional Regulations</b>			
<i>Lot, Coverage, and Building Height Standards</i>	<i>Minimum Setbacks</i>		
<i>Min. Lot Area (sq. ft.)</i>	4,800 <a href="#">(C)</a> , <a href="#">(E)</a>	<i>Front Yard (ft.)</i>	0 <a href="#">(E)</a> , <a href="#">(F)</a> , <a href="#">(G)</a>
<i>Min. Lot Width (ft.)</i>	40 <a href="#">(D)</a> , <a href="#">(E)</a>	<i>Side Yard (one) (ft.)</i>	5 <a href="#">(I)</a> , <a href="#">(L)</a> , <a href="#">(N)</a>
<i>Max. Impervious Surface Coverage (%)</i>	<a href="#">(S)</a>	<i>Side Yard (total of 2) (ft.)</i>	13 <a href="#">(I)</a> , <a href="#">(L)</a> , <a href="#">(N)</a>
<i>Max. Building Height of Primary Building (ft.)</i> <a href="#">(Q)</a>	48 <a href="#">(N)</a>	<i>Rear Yard (ft.)</i>	20 <a href="#">(I)</a> , <a href="#">(L)</a> , <a href="#">(N)</a> , <a href="#">(U)</a>
<i>Max. Building Height of Accessory Building</i>	<a href="#">(L)</a>	<i>Required Buffer &amp; Greenbelt</i>	<a href="#">(T)</a>
<i>Max. Building Height (stories)</i>	-		
<p>Where there is a discrepancy between <a href="#">Article 4</a> and this table, <a href="#">Article 4</a> shall prevail.</p>			

**Definitions:**

- **Condominium, Site:** A condominium project established in conformance with the Condominium Act, and in which each condominium unit is for single-family use and the building or buildings (which could include a detached garage or shed) located on each condominium unit is completely detached from the building(s) located on other condominium units. Additionally, no part of any building located on a unit, land upon which the building sits, or airspace above the building may be defined as a common element of the condominium project.
- **Condominium Subdivision Plan:** A plan meeting the requirements of Section 66 of the Condominium Act, which shall consist of: site, survey and utility plans; floor plans; and Sections,

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as appropriate showing the existing and proposed structures and improvements including the location thereof on the land. The condominium subdivision plan shall show the size, location, area, vertical boundaries and volume for each unit comprised of enclosed air space. A number shall be assigned to each condominium unit. The condominium subdivision plan shall include the nature, location and approximate size of common elements. The condominium subdivision plan shall also include the adopted site plan and/or Exhibit B as required by the Condominium Act.

- **Condominium Unit:** That portion of the condominium project designed and intended for separate fee simple ownership and use, as described in the master deed.

**Relationship to Section 54.503 Condominium Developments Standards (Staff Comments in *ITALIC and PURPLE Colored Text*):**

### Section 54.503 Condominium Developments

(A) **Intent and Application.** The following regulations shall apply to all condominium and site condominium developments within the City of Marquette.

(B) **Site Condominiums.** Pursuant to authority conferred by Section 241 (Law, Ordinance, or Regulation of Local Unit of Government) of the Condominium Act, as amended, all site condominiums must be approved by the City Commission following review and recommendation for approval by the Planning Commission. In determining whether to recommend a site condominium for approval to the City Commission, the Planning Commission shall consult with and receive a written response from the Planning Director, City Attorney, City Engineer, and Zoning Administrator regarding the adequacy of the master deed, deed restrictions, utility systems and street, development layout and design and compliance with all requirements of the Condominium Act and the Land Development Code.

(1) **Notice.** Prior to the Planning Commission meeting, a notice shall be sent by mail or personal delivery to the contiguous adjacent property owners, and the adjacent property owners from the site access point (this includes those across the street from the site access point).

*This staff report with attachments shall be the written response. If this is approved by the City Commission, then City staff will be reviewing the draft master deed, deed restrictions, etc. All other items are being reviewed through this step of the process.*

(C) **Condominiums.** Pursuant to authority conferred by Section 241 (Law, Ordinance, or Regulation of Local Unit of Government) of the Condominium Act, as amended, all condominiums must be approved by City Staff through an administrative site plan review as outlined in this section. The Planning Director, City Attorney, and Zoning Administrator will review the condominium regarding the adequacy of the master deed, deed restrictions, interior development layout and design, and compliance with all requirements of this Condominium Act and the Land Development Code.

*N/A.*

(D) **Initial Information. Initial Information.** Concurrently with notice required to be given to the

## STAFF FILE REVIEW/ANALYSIS

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- City of Marquette pursuant to Section 171 (Notice of Proposed Action) of Condominium Act, as amended, the condominium subdivision plan for each condominium and site condominium project shall be prepared by a licensed architect, licensed professional surveyor, or licensed professional engineer and shall bear the signature and seal of the licensed architect, licensed professional surveyor, or licensed professional engineer. In addition to any information required by the Condominium Act or Department of Licensing and Regulatory Affairs (LARA) Administrative Rules 559.010-559-903, each condominium and site condominium subdivision plan must include the following information:
- (1) The name, address, telephone number, and email address of:
    - (a) All persons, firms or corporation with an ownership interest in the land on which the condominium development will be located together with a description of the nature of each entity's interest (for example, fee owner, optionee, or land contract vendee).
    - (b) All engineers, attorneys, architects or registered land surveyors associated with the project.
    - (c) The developer or proprietor of the condominium development.
  - (2) A cover sheet. The cover sheet shall list all documents included in the condominium subdivision plan and contain a notice that reads substantially as follows: "This condominium subdivision plan is not required to contain detailed project design plans prepared by the appropriate licensed design professional. Such project design plans are filed, as part of the construction permit application, with the enforcing agency for the state construction code in the relevant governmental subdivision. The enforcing agency may be a local building department or the state department of licensing and regulatory affairs."
  - (3) A survey plan, including the legal description of the land on which the condominium project will be developed together with appropriate tax identification numbers. The survey plan shall be signed and sealed by the licensed professional surveyor preparing the boundary survey for the condominium project.
  - (4) A floodplain plan, if the condominium lies within or abuts a floodplain area.
  - (5) A site plan (See [Section 54.1402\(C\)](#)).
  - (6) A utility plan, including a description of the water and sewer service.
  - (7) Floor plans.
  - (8) The size, location, area, and horizontal boundaries of each condominium unit and the acreage content of the land on which the condominium development will be developed.
  - (9) A number assigned to each condominium unit.
  - (10) The vertical boundaries and volume for each unit comprised of enclosed air space.
  - (11) Building sections showing the existing and proposed structures and improvements including their location on the land. Any proposed structure or improvement shall be labeled either "must be built" or "need not be built". To the extent that a developer is contractually obligated to deliver utility conduits, buildings, sidewalks, driveways, landscaping, and an access road, the same shall be shown and designated as "must be built", but the obligation to deliver such items exists whether or not they are so shown and designated.
  - (12) The nature, location, and approximate size of the common elements.
  - (13) Other information deemed necessary by the Zoning Administrator.

***Several of these items have been addressed where applicable. Please refer to the applicant's response to the zoning comment for the remaining items.***

- (E) **Site Plans for New Projects.** Prior to recording of the master deed required by Section 72 (Establishment of Condominium Project) of the Condominium Act, as amended, the condominium and site condominium development shall undergo site plan review and approval pursuant to the requirements of Section 54.1402 of this Ordinance. In addition, the City shall require appropriate engineering plans and inspections prior to the issuance of any certificates of occupancy. All condominium and site condominium projects are subject to the zoning requirements of their respective zoning districts and this Ordinance.

*A site plan has been submitted and this section shall be met.*

- (F) **Plans for Expandable or Convertible Projects.** Prior to expansion or conversion of a condominium or site condominium development to additional land, the new phase of the project shall undergo site plan review and approval pursuant to Section 54.1402 of this Ordinance and this Section 54.503. The conversion of any development to condominium form of ownership shall require all standards and requirements of this Ordinance regarding condominiums to be met.

*N/A.*

- (G) **Design and Engineering Standards and Required Improvements for Site Condominium Developments.** The design and engineering standards for site condominium developments, as well as required improvements for site condominium developments, shall be the same as those required for subdivisions in [Section 54.501\(E\)](#).

- (a) **Exception:** If there are no other public streets within 1,500 feet of the nearest site condominium parcel line, then the site condominium parcel can have private road frontage and any of the street development standards do not have to be met in Section 54.501(E) (1), (2), (6), (7), and (8) items. The standards in Section 54.501(E) (3), (4), and (5) do have to be met, however any reference to “street” will be replaced with “private road”.

*McClellan Avenue is an existing public street. The proposed sidewalk in the right-of-way has to meet city standards.*

- (H) **Approval and Submittal requirements for Master Deed, Restrictive Covenants, “As Built” Survey and Site Plan, and Association Bylaws to be Furnished.**

- (1) Approval of the condominium and site condominium by the City Commission or City Staff, shall confer upon the developer the right to proceed with preparation of a condominium master deed. The master deed and/or restrictive covenants of the condominium and site condominiums shall include any required standards of this Ordinance.
- (2) Copies of the draft master deed and/or restrictive covenants shall be provided to the Zoning Administrator for review by the City to determine compliance with City ordinances and standards prior to final approval of the condominium or site condominium or as a condition of final approval. Once the review is complete and the City gives its final approval, the Master Deed shall be recorded in the

office of the Marquette County Register of Deeds.

- (3) Within 1 year of the final approval by the City, the developer shall furnish the Zoning Administrator with the following upon their completion: one (1) copy of the recorded master deed, one (1) copy of all restrictive covenants, and one (1) copy of the condominium owner's association bylaws. Within 1 year of the completion of development project the developer shall furnish the Zoning Administrator with two (2) copies of an "as built survey". The "as built survey" shall be reviewed by the City Engineer and/or the Zoning Administrator to verify compliance with City ordinances and standards. Once the City verifies that the "as built survey" is in compliance with City ordinance and standards, the proprietor shall furnish to the City a copy of the site plan on 24 inch by 36 inch sheets and in a digital format acceptable to the City. As-built plans are required pursuant to [Section 54.1402\(L\)](#).

***If the site condominium is approved by the City Commission, then this section must be met.***

- (I) **Monuments Required.** All site condominium developments which consist in whole or in part of condominium units which are building sites, mobile home sites, or recreational sites shall be marked with monuments, which shall be set in accordance with Michigan Public Act 288 of 1967, as amended (the Land Division Act), and the rules of the State of Michigan. If any monument or unit marker is removed during construction the responsible party shall secure the services of a professional surveyor to replace the monument or unit marker.

***If the site condominium is approved by the City Commission, then this section must be met.***

- (J) **Compliance with Federal, State, and Local Law.** All condominium and site condominium development shall comply with Federal and State statues and local ordinances, including the Condominium Act and the Department of Licensing and Regulatory Affairs (LARA) Administrative Rules 559.010-559-903.

***If the site condominium is approved by the City Commission, then this section must be met.***

- (K) **Subdivision of Site Condominium Units and Condominium Units.** A site condominium unit or condominium unit shall not be subdivided unless the approved site plan and master deed expressly permit it. The subdivision of a site condominium unit or condominium unit must follow the procedures stated in the Condominium Act, as amended. If the approved site plan and master deed do not expressly permit a site condominium unit or condominium unit to be subdivided, a proposed subdivision of a site condominium unit or condominium unit shall undergo site plan review and approval pursuant to the requirements of Section 54.1402 of this Ordinance. All subdivisions of individual site condominium units shall conform to the requirements of this Ordinance for minimum lot/unit width, lot/unit area, and building setback requirements, for the zoning district in which the site condominium project is located, and these requirements shall be made part of the bylaws and recorded as part of the master deed. All subdivisions of individual condominium units shall

conform to the requirements of this Ordinance for allowable number of units in a structure for the zoning district in which the condominium project is located, and these requirements shall be made part of the bylaws and recorded as part of the master deed.

*Per the applicant's response to Zoning General Comment #4, there is no plan to allow for the subdivision of the site condominium units.*

- (L) **Encroachment Prohibited.** Encroachment of one site condominium unit upon another, as described in Section 40 of the Condominium Act, shall be prohibited by the condominium bylaws and recorded as part of the master deed.

*If the site condominium is approved by the City Commission, then this section must be met.*

- (M) **Relocation of Boundaries.** The relocation of boundaries, as described in Section 48 of the Condominium Act, shall conform to all setback requirements of this Ordinance for the district in which the project is located, shall be approved by the Zoning Administrator, and this requirement shall be made part of the bylaws and recorded as part of the master deed.

*If the site condominium is approved by the City Commission, then this section must be met.*

- (N) **Performance Guarantee.** The Zoning Administrator may allow occupancy of the condominium and site condominium development before all improvements required by this Ordinance are installed provided that cash, a certified check, or an irrevocable bank letter of credit is submitted sufficient in amount and type to provide for the installation of improvements before the expiration of the temporary occupancy permit without expense to the City. The expiration date of a temporary occupancy permit shall be as determined by the Planning Director upon issuance of the permit.

*If the applicant requests to have occupancy prior to installing all of the required improvements, then section must be met at that time.*

**Relationship to Site Plan Review Standards (Staff Comments in *ITALIC and PURPLE Colored Text*):**

Per Section 54.1402(E) of the Land Development Code, "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.

***The proposed site plan is for 7 site condominium units that will have access on a existing public street.***

- (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.

***This project will be located on an existing public street. When the permits are submitted for the driveways, they will be required to meet the Land Development Code and City Code at that time.***

- (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.

***They are proposing to replace the city sidewalk that was removed during their utility construction that was completed in the fall of 2025.***

- (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.

***The existing off-street parking lot was removed from the parcel and the site was graded at that time.***

- (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.

***Any impervious future surface proposals will be evaluated as part of each individual zoning compliance permit for the associated structures.***

- (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 Department have reviewed the plans and have no comment regarding vehicle 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.

*N/A.*

- (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.

*N/A.*

- (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.

*N/A.*

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

*It is not anticipated that this development will be a nuisance to surrounding properties.*

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

*N/A.*

### **Background:**

In 2025, the parent parcel underwent an approved land division that separated this 1-acre parcel from the Medical Center's existing off-street parking lot parcel.

### **Attachments:**

- Site Plan Review Application
- Fire staff comments
- Applicant's responses to the City Attorney, Zoning, and Engineering comments
- Area Map
- Block Map
- Photos
- Site Condominium Site Plan

PRINT

# CITY OF MARQUETTE SITE PLAN REVIEW APPLICATION



### CITY STAFF USE

Parcel ID #: 0512412 File #: 01-CSD-03-26  
Receipt/Inv #: 537420 Check #: 23421 Received by and date: Andy 2-17-26  
Site Plan Sheet Set (PC Review - 6 copies/Admin Review - 3 copies) Submitted:  Y  N Digital Copy:  Y  N  
If applicable - Hearing Date: 3-17-26 Notice Date: \_\_\_\_\_ 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 (We can only accept Cash or Check (written to the City of Marquette))

<p>Commercial, Industrial, Residential with 3 or more units, and Final PUD Site Plan (includes zoning compliance fee)</p> <table><tr><td><input type="checkbox"/> Sketch Plan</td><td>\$1,005</td></tr><tr><td><input type="checkbox"/> Preliminary SPR</td><td>\$1,990</td></tr><tr><td><input type="checkbox"/> Administrative Review (CDRT review)</td><td>\$2,185</td></tr><tr><td><input type="checkbox"/> Administrative Review (Non-CDRT review)</td><td>\$1,145</td></tr><tr><td><input type="checkbox"/> Planning Commission Review</td><td>\$2,495</td></tr></table> <p>Revised Site Plan (Developer Initiated)</p> <table><tr><td><input type="checkbox"/> Administrative Review (CDRT)</td><td>\$1,645</td></tr><tr><td><input type="checkbox"/> Administrative Review (Non-CDRT review)</td><td>\$1,110</td></tr><tr><td><input type="checkbox"/> Planning Commission Review</td><td>\$1,900</td></tr></table>	<input type="checkbox"/> Sketch Plan	\$1,005	<input type="checkbox"/> Preliminary SPR	\$1,990	<input type="checkbox"/> Administrative Review (CDRT review)	\$2,185	<input type="checkbox"/> Administrative Review (Non-CDRT review)	\$1,145	<input type="checkbox"/> Planning Commission Review	\$2,495	<input type="checkbox"/> Administrative Review (CDRT)	\$1,645	<input type="checkbox"/> Administrative Review (Non-CDRT review)	\$1,110	<input type="checkbox"/> Planning Commission Review	\$1,900	<p>Site Condominium</p> <table><tr><td><input checked="" type="checkbox"/> Site Condominium Review</td><td>\$2,855</td></tr><tr><td><input type="checkbox"/> Revised (Developer Initiated)</td><td>\$1,045</td></tr></table> <p>Plats/Subdivision</p> <table><tr><td><input type="checkbox"/> Preliminary</td><td>\$2,930</td></tr><tr><td><input type="checkbox"/> Final</td><td>\$4,450</td></tr><tr><td><input type="checkbox"/> Revised (Developer Initiated)</td><td>\$1,535</td></tr></table> <p><input type="checkbox"/> Site Plan Review fee is included in the Special Land Use Permit or Planned Unit Development application fees</p>	<input checked="" type="checkbox"/> Site Condominium Review	\$2,855	<input type="checkbox"/> Revised (Developer Initiated)	\$1,045	<input type="checkbox"/> Preliminary	\$2,930	<input type="checkbox"/> Final	\$4,450	<input type="checkbox"/> Revised (Developer Initiated)	\$1,535
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<input type="checkbox"/> Final	\$4,450																										
<input type="checkbox"/> Revised (Developer Initiated)	\$1,535																										

**If you have any questions, please call 228-0425 or e-mail [alanders@marquettemi.gov](mailto:alanders@marquettemi.gov). Please refer to [www.marquettemi.gov](http://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](http://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: Marquette County Habitat for Humanity  
Address: 2354 US-41  
City, State, Zip: Marquette, MI 49855  
Phone #: 906-228-3578  
Email: director@mqthabitat.org

### APPLICANT/OWNER'S REPRESENTATIVE

Name: Barry J Polzin Architects  
Address: 101 N Lakeshore Blvd.  
City, State, Zip: Marquette, MI 49855  
Phone #: 906-226-8661  
Email: mhornbogen@bjparchitects.com

### ARCHITECT

Name: Megan Hornbogen  
Address: 101 N Lakeshore Blvd.  
City, State, Zip: Marquette, MI 49855  
Phone #: 906-226-8661  
Email: mhornbogen@bjparchitects.com

### ENGINEER

Name: TriMedia  
Address: 830 W. Washington St.  
City, State, Zip: Marquette, MI 49855  
Phone #: 906-228-5125  
Email: sbluse@trimediaee.com

### SURVEYOR

Name: North Country Surveying PLLC  
Address: 554 Little Lake Road  
City, State, Zip: Marquette, MI 49855  
Phone #: 906-250-3148  
Email: thad@northcountrysurveying.com

# PROPERTY INFORMATION

0512412

Property Address: <u>TBD McClellan Street</u>	Property Identification Number: <u>(TBD) part of 0512410</u>
Size of property (frontage / depth / sq. ft. or acres): <u>1.00 Acre</u>	
Zoning District: <u>MU</u>	Current Land Use: <u>Vacant</u>
Surrounding Zoning Districts: North - <u>CR</u> East - <u>MDR</u> South - <u>MU</u> West - <u>CR</u>	Surrounding Land Use: North - <u>Vacant</u> East - <u>Residential</u> South - <u>Parking lot</u> West - <u>Vacant</u>

## DESCRIPTION OF PROJECT

**Proposed use(s):** Single Family Residential Lots

**Proposed structures (including stairs) and dimensions, building style, and materials:**  
Future seven single family affordable homes.

**Proposed site improvements:**  
What was a underutilized parking lot will become seven single family residential lots for affordable housing.

**Proposed phases and timelines for work:**  
Homes are to built starting in 2026 and all completed in 2028

**Ultimate ownership:** Homeowners

## 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 it 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: 2/16/26

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:  Date: 2/12/2026

Project Name: McClellan Meadows File #: 01-CSD-03-26

Parcel #: 0512412

**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 in the Site Plan Set (See Figure 65 in LDC)		APPLICANT	
		Location in site plan	
<b>Identification of Project</b>			
1. The applicant's name.		Cover	
2. Name of the development.		Cover	
3. The preparer's name and professional seal of architect, engineer, or landscape architect indicating license in the State of Michigan.		Cover	
4. Small scale location sketch of sufficient size and scale. (SKETCH PLAN ONLY)		1	
5. A survey of the property, sealed by a surveyor licensed in the State of Michigan.		S1.0	
6. Date of preparation and any revisions.		S1.0	
7. North arrow.		Cover	
8. Complete and current legal description and size of property in acres.		S1.0	
<b>Existing Features</b>			
9. Property lines and dimensions drawn to scale.		2	
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.		Cover	
11. Lot lines and all structures on the property and within 100 feet of the site's property lines.		2	
12. Locations of all significant natural features – streams, wetlands and floodplains (see <a href="#">Section 54.805</a> ), steep slopes (see <a href="#">Section 54.806</a> ).		n/a	
13. Boundary of any Riparian Overlay Districts, per <a href="#">Section 54.320(E)</a> . Applicable where streams and/or steep slopes, wetlands, and surface water bodies may be impacted by proposed development. Location of steep slopes (>12 percent), per <a href="#">Section 54.806</a>		n/a	
14. Any existing private or public easements		3	
15. 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.		3	
16. Locations of existing utilities.		3	
17. Existing topography at a minimum of two (2) foot contour intervals.		n/a	
		Location in site plan	N/A attach reason
<b>Proposed Construction</b>			
18. Building footprints, setbacks, and elevations showing height for all proposed structures with the acreage allotted to each use. See <a href="#">Article 3</a> , <a href="#">Article 4</a> , and <a href="#">Article 7</a> .			n/a
19. Floor area and ground coverage ratios. See <a href="#">Article 3</a> and <a href="#">Article 4</a> .			n/a
20. Schematic storm water management plan, including elements stated below for Final Site Plan requirements, as needed to show intended compliance with the requirements of the Land Development Code. (Preliminary Site Plan submittal only)			n /
21. Proposed topography with a site grading plan with topography at a maximum of two (2) foot contour intervals.			n/a

	APPLICANT	
	Location in site plan	N/A attach reason
22. Boundary of any Riparian Overlay Districts, per <a href="#">Section 54.320(E)</a> . Applicable where streams and/or steep slopes, wetlands, and surface water bodies may be impacted by proposed development. Location of steep slopes (>12 percent), per <a href="#">Section 54.806</a>		n /
23. Location and method of screening for all waste dumpsters. See <a href="#">Section 54.1003(F)</a> .		Cover
24. Location and dimensions of parking spaces. See <a href="#">Article 9</a> .		n/a
25. General landscaping design concept acceptable to the Zoning Administrator. <b>(SKETCH PLAN ONLY)</b>		n/a
26. 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 <a href="#">Article 10</a>		n/a
27. Details of exterior lighting including locations, height, and method of shielding. See <a href="#">Section 54.802</a> .		n/a
28. The location of all permanent or temporary signs, existing or proposed, including their area, size, height, illumination, and the type of construction. See <a href="#">Article 11</a> .		n/a
29. Locations of utility services (with sizes) and storm water management elements, including, storm drainage, retention or detention ponds and/or swales, rain gardens, riparian buffer vegetative strips, per <a href="#">Section 54.803</a> . Any proposed public or private easements.	3	
30. Fire hydrant number and placement or other water supply, and standpipe connection type; Fire dept. connection location; Alarm panel location; Fire dept. access details.	3	
31. 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. Tree clearing and grading is limited to the areas that are proposed and approved for a phased timeline.		n /
<b>Site Circulation Details and Access Design</b>		
32. General site circulation and access including: indication of street right-of-way and pavement widths; access points; and location of pedestrian paths. See <a href="#">Section 54.907</a> . <b>(SKETCH PLAN ONLY)</b>		Cover
33. Street horizontal and vertical dimensions, including curve radii.		n/a
34. Dimensions of access points including distance from adjacent driveways or intersecting streets, including those across a street. See <a href="#">Section 54.907</a> .		n/a
35. Schematic location and names of abutting public streets and other right-of-ways, and schematic location of proposed streets/roads, driveways, parking areas, pedestrian and bicycle paths.		n/a
36. Schematic of access points, including from adjacent driveways on intersecting streets, including those across a street. See <a href="#">Section 54.907</a> .		n/a
37. Locations, dimensions, and names of abutting public streets and other right-of-ways, and of proposed streets/roads, driveways, parking areas, pedestrian and bicycle paths or trails.		Cover
38. Pavement widths and pavement types for all streets/roads, pedestrian and bicycle paths.		n/a
39. Written verification of access easements or agreements, if applicable.		1
<b>Additional Information</b>		
40. Any other information necessary to establish compliance with this and other ordinances.		Cover

	APPLICANT	
	Location in site plan	N/A attach reason
<b>Voluntary Information/Considerations – callouts/notes and narrative would be appreciated</b>		
41. Infrastructure for Electric Vehicle (EV) charging stations (wiring, conduit, etc.)		n/a
42. Incorporation of green infrastructure elements such as a bioswale/rain garden (see Fig. 41), pervious pavers, vegetative/green roof, living retaining wall, French drains.		n/a
43. Public art elements such as sculpture, murals, interactive installations.		n/a
44. Affordable housing (including of explanation of how affordability is calculated).	Cover	
45. Encourage colorful cladding materials (black, white, grey materials should be limited to <50 percent of total exterior cladding and trim colors).	Cover	
46. Inclusion of bicycle parking facilities (racks, shelters, lockers, etc.) not required by the LDC.		n/a

	APPLICANT		DEPARTMENT
	Location in site plan	N/A attach reason	Approved / Waived
<b>ENGINEERING DEPT</b>			
Please refer to the Engineering Department General Guidelines and Standards for Street and Utility Design: <a href="https://www.marquettemi.gov/wp-content/uploads/2019/03/Design-and-Construction-Standards-Rev.-5-4-16.pdf">https://www.marquettemi.gov/wp-content/uploads/2019/03/Design-and-Construction-Standards-Rev.-5-4-16.pdf</a>			
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: <a href="https://www.marquettemi.gov/wp-content/uploads/2019/03/Fillable-Stormwater-Utility-Fee-Reduction-Application.pdf">https://www.marquettemi.gov/wp-content/uploads/2019/03/Fillable-Stormwater-Utility-Fee-Reduction-Application.pdf</a>			
47. 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"		n /	
48. Curb cut, water, sanitary sewer, storm sewer permits, etc. required? (obtain prior to construction activities)		n/a	
49. Vehicle maneuvering lane size		n/a	
50. Pavement width/type		n/a	
51. Vegetated buffer or curbing between street and sidewalk and between sidewalk parking areas		n/a	
52. Storm sewer ≥12" diameter, in right-of-way, shall be reinforced concrete		n/a	
53. Sumps in catch basins?		n/a	
54. Plans to be stamped, dated and signed by a professional engineer	1		
55. Is the downstream storm sewer capacity adequate?		n/a	
56. Verify that storm water runoff volume or velocity is not increased onto adjacent properties		n/a	
57. Does any earthwork disturb adjacent properties?		n/a	
58. Wetland concerns/proper permits obtained?		n/a	
59. Traffic impact minimal to existing conditions (stacking, etc.)?		n/a	

ENGINEERING DEPT CONT.	APPLICANT		DEPARTMENT
	Location in site plan	N/A attach reason	Approved / Waived
60. Vehicular and non-motorized circulation		n/a	
61. Sanitary sewer inlet to outlet angles greater than or equal to 90 degrees?		n/a	
62. Is there a hydrant at the end of any proposed dead end water main?	3		
63. Size and material type of proposed and existing utilities shown?	3		
64. Street horizontal and vertical dimensions, radii		n/a	
65. Width and materials for non-motorized paths		n/a	
66. Dimension of access points including distance from adjacent driveways or intersecting streets		n/a	
67. 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		n /	

PUBLIC WORKS DEPT.	APPLICANT		DEPARTMENT
	Location in site plan	N/A attach reason	Approved / Waived
68. Delineate & dimension all public or private easements	1,3		
69. Show public utility main locations & sizes within 100 feet of property boundary	3		
70. Extension or re-routing of public utility systems required		n/a	
71. Capacity and condition concerns of existing utility lines to serve the project		n/a	
72. Abandonment of existing utility lines associated with the project		n/a	
73. Location of existing and proposed utility services (with sizes), including storm water to be shown	3		
74. Utility metering requirements of the project		n/a	
75. Backflow and cross connection requirements applicable to the project including any proposed irrigation systems		n/a	
76. Sanitary waste pretreatment requirements		n/a	
77. Adequate snow storage provided on the property, without clear vision or utility obstructions		n/a	
78. Provisions to collect drainage from snow storage areas collected on property		n/a	
79. Access to public property (permits required for any work on ROW) (Drive, sidewalk, and trail connections)		n/a	
80. Additions or changes to public signing or traffic control required or recommended		n/a	

PUBLIC WORKS DEPT. CONT.	APPLICANT		DEPARTMENT
	Location in site plan	N/A attach reason	Approved / Waived
81. Additions to existing public sidewalks, or plowed routes, required or recommended		n/a	
82. Impact of project on public snow removal/storage		n/a	
83. Effect on plowing or ice control priorities		n/a	
84. New signing, overhangs, access ramps, grade changes, retaining walls, fences, etc. to be constructed in City ROW or easements		n/a	
85. Adequate, proper, and accessible on-site waste storage	Cover		
86. Adequate clearances and clear vision maintained for maintenance and sanitation equipment		n/a	
87. Removal, trimming, or planting of public trees required		n/a	
88. Maintenance-friendly design for any portions of the project to become public property		n/a	
89. Storage of hazardous materials associated with the project near public utilities		n/a	
90. Blasting near public utilities associated with the project		n/a	

FIRE DEPARTMENT DEPT.	APPLICANT		DEPARTMENT
	Location in site plan	N/A attach reason	Approved / Waived
91. Buildings meet NFPA standards/NFPA Life Safety Code 101/ BOCA National Property Maintenance Code		n/a	
92. Proper water supply for fire suppression including fire hydrants and water mains		n/a	
93. Safe outlets for flushing fire hydrants		n/a	
94. Easements to test hydrants		n/a	
95. Water supply meets NFPA standards		n/a	
96. Fire Apparatus Access		n/a	
97. Surface Construction		n/a	
98. Ability to support fire trucks		n/a	
99. Fire truck angle of approach		n/a	
100. Outside turning radius		n/a	
101. Grade of drive or road ok		n/a	
102. Overhead clearance adequate		n/a	
103. Driveways and access roads meet NFPA standards		n/a	

POLICE DEPARTMENT DEPT.	APPLICANT		DEPARTMENT
	Location in site plan	N/A attach reason	Approved / Waived
104. Cross reference with accident data at nearest intersection(s)		n/a	

## **Narrative for McClellan Meadows Application 2/16/26**

### **Planning**

12. Locations of all significant natural features – streams, wetlands and floodplains(see Section 54.805), steep slopes (see Section 54.806).  
*There are not any significant natural features on this site.*
13. Boundary of any Riparian Overlay Districts, per Section 54.320(E). Applicable where streams and/or steep slopes, wetlands, and surface water bodies may be impacted by proposed development. Location of steel slopes (>12 percent), per Section 54.906.  
*There are no streams and/or steep slopes, wetlands or surface water bodies impacted by the proposed development.*
17. Existing topography at a minimum of two (2) foot contour intervals.  
*This is a Site Condominium, no contours required.*
18. 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.  
*This is a Site Condominium, no proposed construction.*
19. Floor areas and ground coverage ratios. See Article 3 and Article 4.  
*This is a Site Condominium, no proposed construction.*
20. Schematic storm water management plan, including elements stated below for Final Site Plan requirements, as needed to show intended compliance with the requirements of the Land Development Code. (Preliminary Site Plan submittal only).  
*This is a Site Condominium, no proposed construction.*
21. Proposed topography with a site grading plan with topography at a maximum of two (2) foot contour intervals.  
*This is a Site Condominium, no contours required.*
22. Boundary of any Riparian Overlay Districts, per Section 54.320(E). Applicable where streams and/or steep slopes, wetlands, and surface water bodies may be impacted by proposed development. Location of steel slopes (>12 percent), per Section 54.906.  
*There are not streams and/or steep slopes, wetlands or surface water bodies impacted by the Site Condominium plan.*
24. Location and dimensions of parking spaces.\n  
*This is a Site Condominium, no proposed construction.*
25. General landscaping design concept acceptable to Zoning Administrator. (Sketch plan only).  
*This submission is not a sketch plan.*

26. 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  
*This is a Site Condominium, no proposed construction.*
27. Details of exterior lighting including locations, height, and method of shielding. See Section 54.802.  
*This is a Site Condominium, no proposed construction.*
28. The location of all permanent or temporary signs, existing or proposed, including their area, size, height, illumination, and the type of construction.  
*This is a Site Condominium, no proposed signage.*
31. 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. Tree clearing and grading is limited to the areas that are proposed and approved for a phased timeline.  
*This is not a phased development*
32. General site circulation and access including: indication of street right-of-way and pavement widths; access points; and locations of pedestrian paths. (Sketch plan only).  
*This submission is not a sketch plan.*
33. Street horizontal and vertical dimensions, including curve radii.  
*This submission doesn't propose any new streets.*
34. Dimensions of access points including distance from adjacent driveways or intersecting streets, including those across a street. See Section 54.907.  
*This submission doesn't propose any new access points.*
35. Schematic location and names of abutting public streets and other right-of-ways, and schematic location of proposed streets/roads, driveways, parking areas, pedestrian and bicycle paths.  
*This is a Site Condominium, no proposed construction.*
36. Schematic of access points, including from adjacent driveways on intersecting streets, including those across a street. See Section 54.907.  
*This submission doesn't propose any new access points.*
38. Pavement widths and pavement types for all streets/roads, pedestrian and bicycle paths.  
*All pavement is existing.*

## **Engineering**

41. Infrastructure for Electric Vehicle (EV) charging stations (wiring, conduit, etc.)  
*This is a Site Condominium, no proposed construction.*
42. Incorporation of green infrastructure elements such as a bioswale/rain garden (see Fig. 41), pervious pavers, vegetative/green roof, living retaining wall, French drains.  
*This is a Site Condominium, no proposed construction.*
43. Public art elements such as sculpture, murals, interactive installations.

- This is a Site Condominium, no proposed construction.*
46. Inclusion of bicycle parking facilities (racks, shelters, lockers, etc.) not required by the LDC.  
*This is a Site Condominium, no proposed construction.*
47. 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"  
*No new utilities proposed.*
48. Curb cut, water, sanitary sewer, storm sewer permits, etc. required? (obtain prior to construction activities)  
*This is a Site Condominium submission, no proposed construction.*
49. Vehicle maneuvering lane size  
*This is a Site Condominium submission, no proposed construction.*
50. Pavement width/type  
*No proposed pavement.*
51. Vegetated buffer or curbing between street and sidewalk and between sidewalk parking areas.  
*No changes to the existing conditions.*
52. Storm sewer  $\geq 12$ " diameter, in right-of-way, shall be reinforced concrete  
*No new storm sewers in right-or-way are proposed.*
53. Sumps in catch basins?  
*No new catch basins are proposed.*
55. Is the downstream storm sewer capacity adequate?  
*This is a Site Condominium submission, no proposed construction.*
56. Verify that storm water runoff volume or velocity is not increased onto adjacent properties  
*This is a Site Condominium submission, no proposed construction.*
57. Does any earthwork disturb adjacent properties?  
*This is a Site Condominium submission, no proposed construction.*
58. Wetland concerns/proper permits obtained?  
*No wetland concerns or permits to obtain.*
59. Traffic impact minimal to existing conditions (stacking, etc.)?  
*This is a Site Condominium submission, no proposed construction.*
60. Vehicular and non-motorized circulation  
*This is a Site Condominium submission, no proposed construction.*
61. Sanitary sewer inlet to outlet angles greater than or equal to 90 degrees?  
*No proposed utilities.*
64. Street horizontal and vertical dimensions, radii  
*No new streets are proposed.*
65. Width and materials for non-motorized paths  
*No new non-motorized paths are proposed.*

66. Dimension of access points including distance from adjacent driveways or intersecting streets

*This submission doesn't propose any new access points.*

67. 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

*No new utilities proposed to be accepted into the City of Marquette utility system.*

## **Public Works**

70. Extension or re-routing of public utility systems required.

*This is a Site Condominium submission, no proposed utilities*

71. Capacity and condition concerns of existing utility lines to serve the project

*This is a Site Condominium submission, no proposed utilities*

72. Abandonment of existing utility lines associated with the project

*This is a Site Condominium submission, no proposed utilities*

74. Utility metering requirements of the project

*This is a Site Condominium submission, no proposed utilities*

75. Backflow and cross connection requirements applicable to the project including any proposed irrigation systems

*This is a Site Condominium submission, no proposed utilities*

76. Sanitary waste pretreatment requirements

*This is a Site Condominium submission, no proposed utilities*

77. Adequate snow storage provided on the property, without clear vision or utility obstructions

*This is a Site Condominium submission, no proposed utilities*

78. Provisions to collect drainage from snow storage areas collected on property

*This is a Site Condominium submission, no proposed utilities*

79. Access to public property (permits required for any work on ROW) (Drive, sidewalk, and trail connections)

*This is a Site Condominium submission, no proposed utilities*

80. Additions or changes to public signing or traffic control required or recommended

*This is a Site Condominium submission, no proposed changes*

81. Additions to existing public sidewalks, or plowed routes, required or recommended

*This is a Site Condominium submission, no proposed changes*

82. Impact of project on public snow removal/storage

*This is a Site Condominium submission, no proposed changes*

83. Effect on plowing or ice control priorities

*This is a Site Condominium submission, no proposed changes*

84. New signing, overhangs, access ramps, grade changes, retaining walls, fences, etc. to be constructed in City ROW or easements

*This is a Site Condominium submission, no proposed changes*

86. Adequate clearances and clear vision maintained for maintenance and sanitation equipment

*This is a Site Condominium submission, no proposed changes*

87. Removal, trimming, or planting of public trees required  
*This is a Site Condominium submission, no proposed changes*
88. Maintenance-friendly design for any portions of the project to become public property  
*This is a Site Condominium submission, no public property proposed*
89. Storage of hazardous materials associated with the project near public utilities  
*No hazardous materials associated with the project to be stored near public utilities.*
90. Blasting near public utilities associated with the project  
*No blasting near public utilities.*

## **Fire Department**

91. Buildings meet NFPA standards/NFPA Life Safety Code 101/ BOCA National Property Maintenance Code  
*This is a Site Condominium submission, no proposed construction.*
92. Proper water supply for fire suppression including fire hydrants and water mains  
*All utilities are existing.*
93. Safe outlets for flushing fire hydrants  
*All utilities are existing.*
94. Easements to test hydrants  
*No hydrants on site.*
95. Water supply meets NFPA standards  
*All utilities are existing.*
96. Fire Apparatus Access  
*This is a Site Condominium submission, no proposed construction*
97. Surface Construction  
*This is a Site Condominium submission, no proposed construction*
98. Ability to support fire trucks  
*All roadways are existing to remain.*
99. Fire truck angle of approach  
*All roadways are existing to remain.*
100. Outside turning radius  
*All roadways are existing to remain.*
101. Grade of drive or road ok  
*All roadways are existing to remain.*
102. Overhead clearance adequate  
*All existing to remain.*
103. Driveways and access roads meet NFPA standards  
*All existing to remain.*

## **Police Department**

104. Cross reference with accident data at nearest intersection(s)  
*This is a Site Condominium submission, no proposed construction*



CITY OF MARQUETTE  
Fire Department  
418 S. Third St.  
MARQUETTE, MI 49855  
(906) 225-8941  
[jfossitt@marquettemi.gov](mailto:jfossitt@marquettemi.gov)



MEMORANDUM

**TO:** Planning Commission  
**FROM:** Jeff Fossitt, Fire Marshal  
**DATE:** 02-24-26  
**SUBJECT:** Review of 01-CSD-03-26. McClellan Meadows. PIN # 0512412

The Fire Department does not have any comments.

Jeff Fossitt  
Fire Marshal  
Marquette Fire Department



# Response to City Attorney Comment in Red font



Suzanne Larsen



To:  Andrea Landers

Wed 3/4/2026 3:19 PM

Hi Andrea,

I have not reviewed this indepth like I will once we receive the Master Deed, but I note that pages 3 and 4 contain a "Typical Unit Cross Section" which does not seem to fit this project and may be included in error since there are no "vertical units". Thanks, --Suzanne

Suzanne C. Larsen  
City Attorney – City of Marquette  
300 W. Baraga Ave.  
Marquette, MI 49855  
906-225-8563

Typical unit cross section will be removed.

# Response to Zoning Comments in Red font



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

## MEMORANDUM

**TO:** Barry Polzin Architects  
**FROM:** Andrea Landers, Zoning Official  
**DATE:** February 27, 2026  
**SUBJECT:** 01-CSD-03-26 - Review of the plan submitted dated 2-17-26 for – No address McClellan Ave (PIN: 52-52-005-124-12)

## General Comments

1. Missing the lot lines and structures within 100 feet of the site's property lines. Please provide this.  
**Lot lines and structures within 100 feet will be provided.**
2. Missing the existing topography at a minimum of two (2) foot contour intervals. Please provide this.  
**Existing topography will be provided.**
3. Will there be any common elements? If so, please provide, "the nature, location, and approximate size of the common elements".  
**There are not any common elements proposed.**
4. Is there any plan to allow for the subdivision of the site condominium units?
  - a. If so, the site plan and master deed must expressly permit it. Please provide that information on the site plan. This will also need to be provided in the draft master deed document for our review if this CSD is approved by the City Commission.  
**No plan to allow division of the site condominium units.**
5. Will you be grading the site at all with this proposal?
  - a. If so, missing the proposed topography at a minimum of two (2) foot contour intervals. Please provide this.  
**We do not propose to grade the site, topography will remain as is.**

## Sheet 1

1. Missing the name, address, telephone number, and email address of:
  - a. "All persons, firms or corporation with an ownership interest in the land on which the condominium development will be located together with a description of the nature of each entity's interest (for example, fee owner, optionee, or land contract vendee)"

**Marquette County Habitat for Humanity will be the only ownership in the site Condominium until the homes are constructed and then individual units will be sold to homeowners. This information will be provided on this sheet.**

2. Missing telephone number and email address of developer and surveyor.  
**Telephone number and email address will be provided on this sheet.**

## Sheet 2

1. Missing the tax identification number of the parcel.

**Tax ID 52-52-002-400-12 will be provided on this sheet.**

# Response to Engineering Comments in Red font

## SITE PLAN REVIEW COMMITTEE

Site Plan Review  
CITY OF MARQUETTE  
300 W. Baraga  
Marquette, MI 49855

**Date:** February 26, 2026

**Location:** McClellan Ave. – MQT Co. Habitat Site Condo

### **Submittal Documents:**

Plan Title: McClellan Meadows

Submitted by: BJP Architects

Plans Stamped: 4/22/25

The following are the plan review comments from the Engineering Department for the documents identified above.

- Please confirm if the hydrant was in fact placed on the property to the south as shown on these drawings. If so, an additional utility easement will be required from that property owner. **We will confirm if placed on neighboring property that easement has been provided to the city.**
- Please see attached drawing for additional comments. **Additional comments received.**

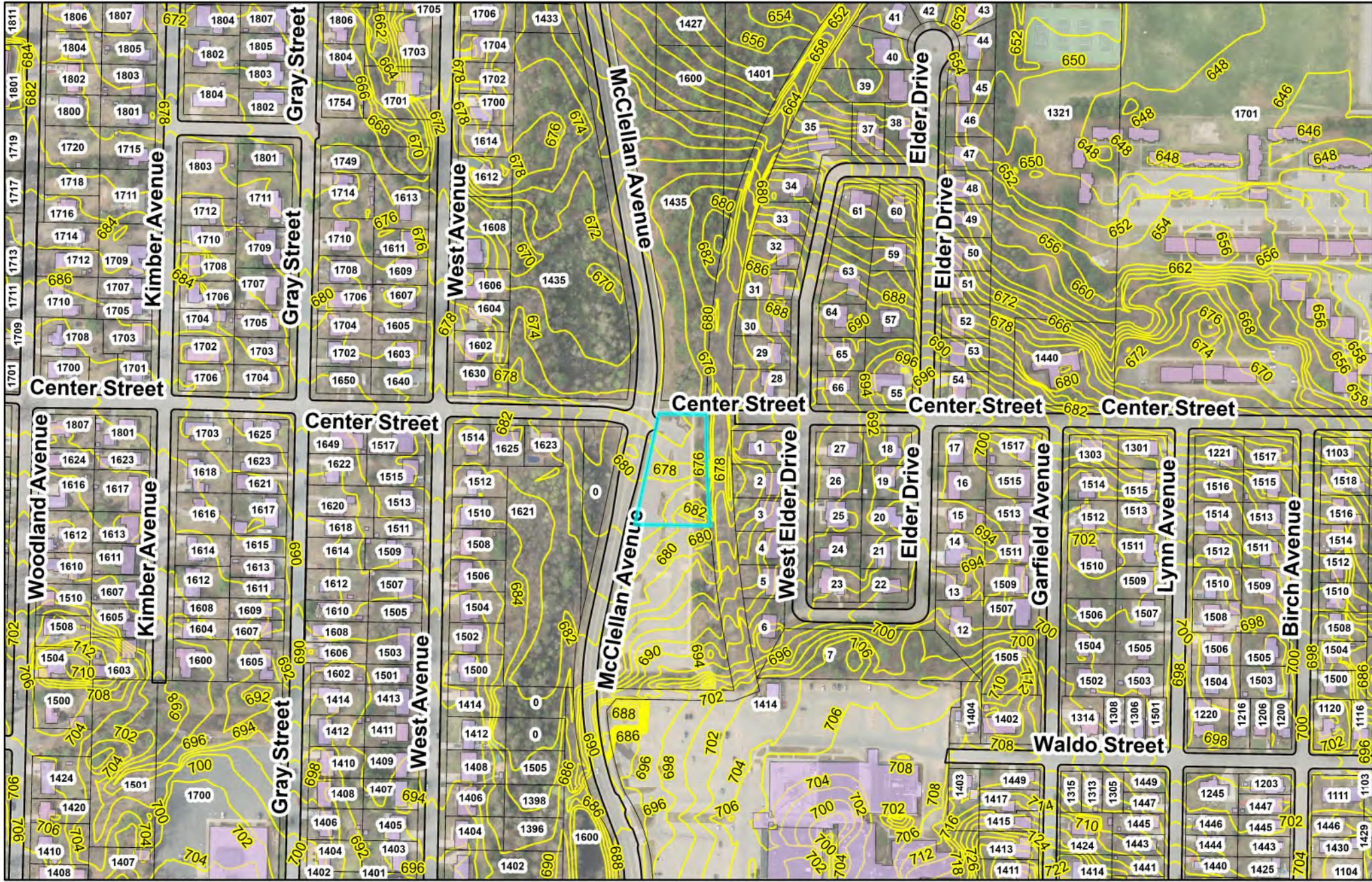
The comments below are related to the submitted plans but do not require any changes at this time:

- The draft Master Deed which will reference the site condo drawings should include language that defines what can be built within the utility easements and what cannot. Building driveways would be okay but any structures should be prohibited. **Master deed will include language describing what can and cannot be built within the easement.**
- The draft Master Deed should also address if the utility easement is exclusive to City utilities or if it can be shared by other utilities such as telecommunication, natural gas or electric. **Master Deed will describe utility easement and whether or not it is shared.**

Respectfully Submitted,

Engineering Department

# 01-CSD-03-26 Area Map



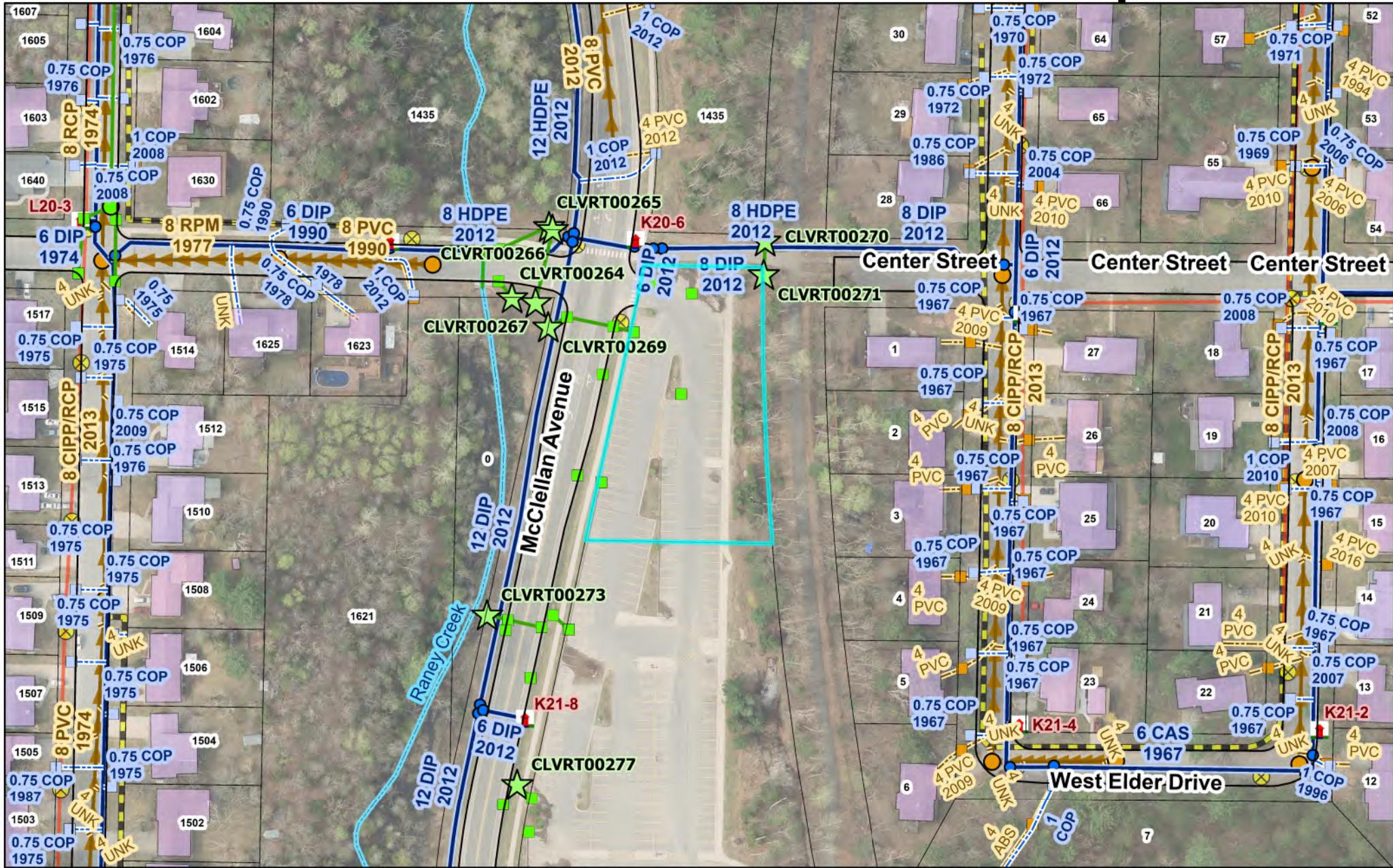
↑

The information contained on this map is believed to be accurate, but accuracy is not guaranteed. Mapping information is an interpretation of various data sources and is not a substitute for information that could result from an accurate field survey. The information concerning contours and elevation information that may be affected by some may be the authoritative official source. In no event shall the City of Highlands be liable for any damages, direct or consequential, from the use of the information.

1 inch equals 306 feet

- Parcels\_Address Number Labels
- Building Footprints
- Streets
- Contours2FT\_From\_200

# 01-CSD-03-26 Block Map



  
 The information contained on this map is believed to be accurate but accuracy is not guaranteed. Mapping information is a representation of various data sources and is not a substitute for information that would result from an on-site land survey. The information contained herein does not replace information that may be obtained by consulting the information's official source. In no event shall the City of Merquette be liable for any damages, direct or consequential, from the use of the information.  
 1 inch equals 125 feet

<ul style="list-style-type: none"> <li> Parcels_Address Number Labels</li> <li> Streets</li> <li> Storm Manholes</li> <li> Storm Catch Basins</li> </ul>	<ul style="list-style-type: none"> <li> swCulverts_Inlets_Outle</li> <li> Storm Pipes</li> <li> swTreatmentUnits</li> </ul>	<p><b>Storm_Ditches_and INFO</b></p> <ul style="list-style-type: none"> <li> DAYLIGHT</li> <li> IN ROAD/BRIDGE CULVERT</li> <li> IN STORM SEWER</li> </ul>	<ul style="list-style-type: none"> <li> Fire Hydrants</li> <li> WaterShutOff</li> <li> Water Valves &amp; Gates</li> <li> Water Lateral Lines</li> <li> Watermains</li> <li> Water Structures</li> </ul>	<ul style="list-style-type: none"> <li> Sewer_Lift_Stations</li> <li> SewerCleanOuts</li> <li> Sewer System Valves</li> <li> Sewer Manholes</li> <li> Sewer Lateral Lines</li> </ul>	<ul style="list-style-type: none"> <li> Sewer Pressurized Mains</li> <li> Sewer Gravity Mains</li> </ul> <p><b>San Flow Direction</b></p> <p>FLOW_DIR</p> <ul style="list-style-type: none"> <li> EAST</li> </ul>	<ul style="list-style-type: none"> <li> NORTH</li> <li> SOUTH</li> <li> WEST</li> <li> EAST</li> <li> BLP Streetlights</li> </ul>	<p><b>BLP Primary Lines</b></p> <ul style="list-style-type: none"> <li> OH_UG</li> <li> Overhead</li> <li> Underground</li> <li> FiberLines</li> <li> Gas_SEMCO_Gas_Mains</li> </ul>
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# McCLELLAN MEADOWS

TBD McCLELLAN AVE.  
MARQUETTE, MI 49855  
FEBRUARY 17th, 2026

OWNER:  
MARQUETTE COUNTY HABITAT  
FOR HUMANITY  
2354 US-41  
MARQUETTE, MI 49855

ARCHITECT:  
BARRY J. POLZIN ARCHITECTS INC.  
101 N. LAKESHORE BLVD.  
MARQUETTE, MI 49855



**NEIGHBORHOOD SITE PLAN**  
SCALE: 1" = 40'-0"



RENDERING FOR ILLUSTRATION PURPOSES ONLY

SITE INFORMATION	
LOT AREA:	1.00 ACRE
ZONING:	MIXED-USE DISTRICT
PROPOSED LAND USE:	RESIDENTIAL-SINGLE FAMILY

DRAWING INDEX	
S1.0	COVER/NEIGHBORHOOD SITE PLAN SURVEY
1	SITE CONDO COVER
2	SITE AND SURVEY PLAN
3	EASEMENT AND UTILITY PLAN

**NOTES**

ANY LOCAL, STATE, OR FEDERAL PERMITS THAT ARE REQUIRED WILL BE OBTAINED PRIOR TO CONSTRUCTION

TRASH/RECYCLING TO BE ROLLED TO CURB IN RESIDENTIAL BINS

THIS CONDOMINIUM SUBDIVISION PLAN IS NOT REQUIRED TO CONTAIN DETAILED PROJECT DESIGN PLANS PREPARED BY THE APPROPRIATE LICENSED DESIGN PROFESSIONAL. SUCH PROJECT DESIGN PLANS ARE FILED, AS PART OF THE CONSTRUCTION PERMIT APPLICATION, WITH THE ENFORCING AGENCY FOR THE STATE CONSTRUCTION CODE IN THE RELEVANT GOVERNMENTAL SUBDIVISION. THE ENFORCING AGENCY MAY BE A LOCAL BUILDING DEPARTMENT OR THE STATE DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS.

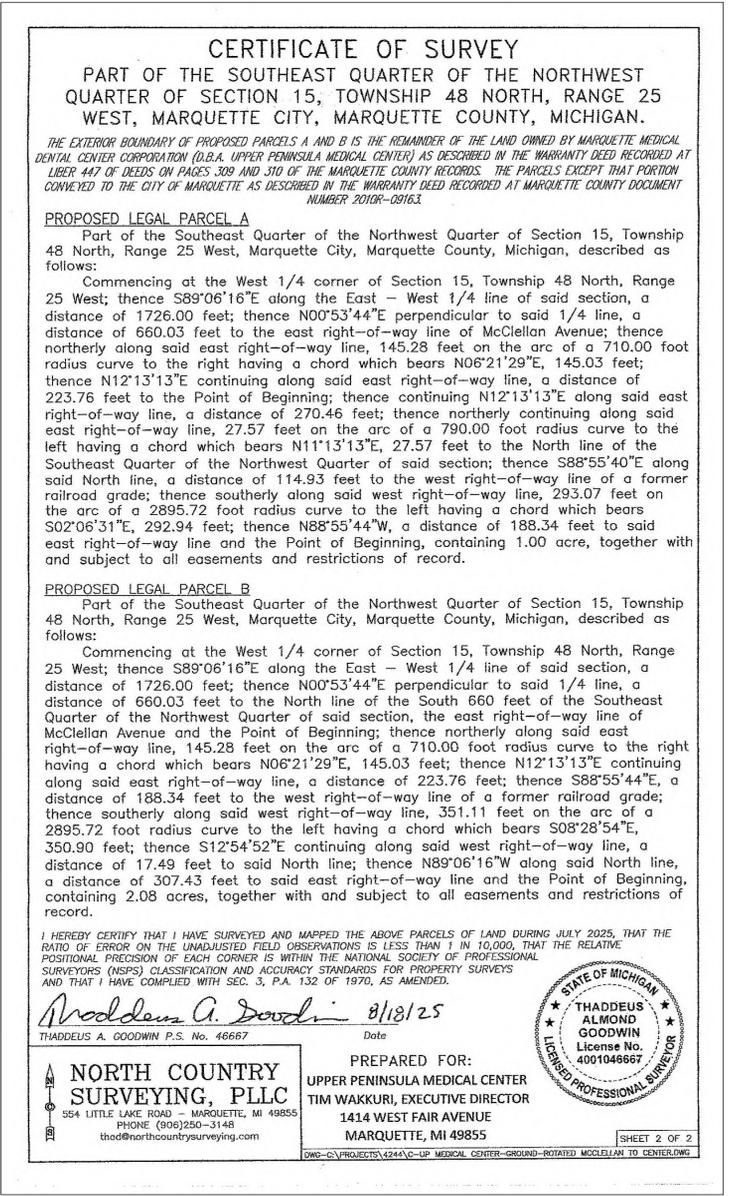
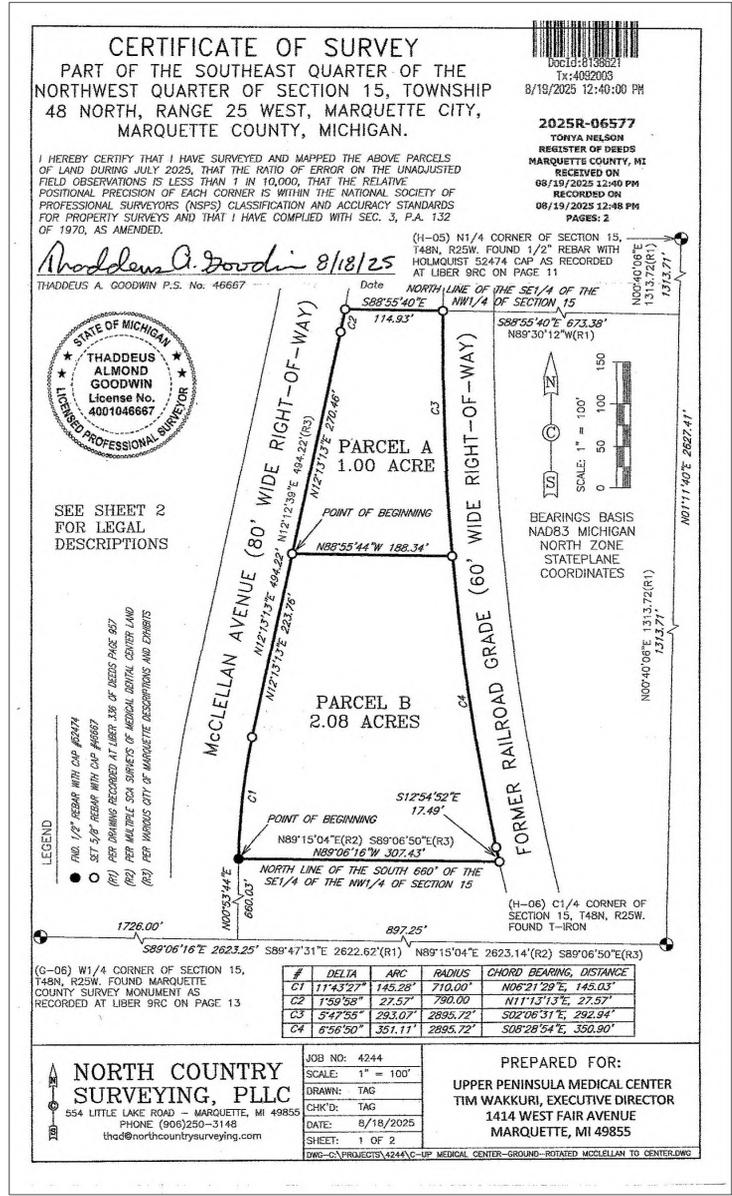


Design: Barry J. Polzin  
Drawn By: MRH  
Date of Issue: 2/17/26

REVISION		
DATE	ISSUE	BY

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SHEET:  
**S1.0**



**McCLELLAN MEADOWS CONDOMINIUM**  
**MARQUETTE COUNTY CONDOMINIUM SUBDIVISION PLAN No. xx**  
**EXHIBIT "B" TO THE MASTER DEED OF McCLELLAN MEADOWS CONDOMINIUM**  
**CITY OF MARQUETTE, MARQUETTE COUNTY, MICHIGAN**  
 PART OF THE SOUTHEAST QUARTER OF THE NORTHWEST QUARTER, SECTION 15,  
 T48N-R25W, CITY OF MARQUETTE, MARQUETTE COUNTY, MICHIGAN

**DEVELOPER:**

MARQUETTE COUNTY HABITAT FOR HUMANITY  
 2354 US 41 SOUTH  
 MARQUETTE, MICHIGAN 49855

**SURVEYOR:**

STACEY J. BLUSE, P.S.  
 PROFESSIONAL SURVEYOR No. 4001050429  
 TRIMEDIA ENVIRONMENTAL & ENGINEERING  
 830 W. WASHINGTON STREET  
 MARQUETTE, MICHIGAN 49855

**SHEET INDEX**

SHEET	DESCRIPTION
1	COVER SHEET
2	SITE & SURVEY PLAN
3	EASEMENT & UTILITY PLAN

**NOTES:**

- BEARINGS BASED UPON MICHIGAN STATE PLANE COORDINATE SYSTEM NAD 83 (2011), NORTH ZONE
- DISTANCES ARE HORIZONTAL-GROUND DISTANCES
- PROJECT COMBINED SCALE FACTOR IS: 0.99988513
- THIS CONDOMINIUM DOES NOT LIE WITHIN A FLOOD ZONE PER FEMA FLOOD INSURANCE RATE MAP, PANEL NO. 26103C0495E
- THIS CONDOMINIUM SUBDIVISION PLAN IS NOT REQUIRED TO CONTAIN DETAILED PROJECT DESIGN PLANS PREPARED BY THE APPROPRIATE LICENSED DESIGN PROFESSIONAL. SUCH PROJECT DESIGN PLANS ARE FILED, AS PART OF THE CONSTRUCTION PERMIT APPLICATION, WITH THE ENFORCING AGENCY FOR THE STATE CONSTRUCTION CODE IN THE RELEVANT GOVERNMENTAL SUBDIVISION. THE ENFORCING AGENCY MAY BE A LOCAL BUILDING DEPARTMENT OR THE STATE DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS

**LEGAL DESCRIPTION - CONDOMINIUM PARCEL**

A parcel of land being part of the Southeast Quarter (SE 1/4) of the Northwest Quarter (NW 1/4), Section 15, T48N-R25W, City of Marquette, Marquette County, Michigan described as:  
 Commencing at the North 1/4 corner of Section 15; thence S01°11'41"W, 1313.72 feet along the North-South 1/4 line of Section 15 to the North 1/16 line of Section 15; thence N88°55'39"W, 673.48 feet along the North 1/16 line to a curve on the West right-of-way line of a former railroad and the **Point of Beginning "A"**; thence **293.06 feet** along the West right-of-way line on a curve to the **Left** having a **Radius of 2895.72 feet**, a **Delta angle of 05°47'55"**, and a **Chord bearing S02°07'17"E, 292.94 feet**; thence **N88°56'11"W, 188.35 feet** to the East right-of-way line of McClellan Avenue; thence **N12°13'27"E, 270.43 feet** along the East right-of-way line to a curve; thence **27.62 feet** along the East right-of-way line on a curve to the **Left** having a **Radius of 790.00 feet**, a **Delta angle of 02°00'11"**, and a **Chord bearing N11°14'19"E, 27.62 feet** to the North 1/16 line of Section 15; thence **S88°55'39"E, 114.85 feet** along the North 1/16 line to the West right-of-way line of the former railroad and the **Point of Beginning "A"**, containing **1.000 acres** and subject to restrictions, reservations, rights-of-way and easements of record.

**LEGAL DESCRIPTION - UTILITY EASEMENT**

A 23-foot utility easement being part of the Southeast Quarter (SE 1/4) of the Northwest Quarter (NW 1/4), Section 15, T48N-R25W, City of Marquette, Marquette County, Michigan described as:  
 Commencing at the North 1/4 corner of Section 15; thence S01°11'41"W, 1313.72 feet along the North-South 1/4 line of Section 15 to the North 1/16 line of Section 15; thence N88°55'39"W, 673.48 feet along the North 1/16 line to a curve on the West right-of-way line of a former railroad; thence continuing N88°55'39"W, 91.57 feet along the North 1/16 line to a curve on the 23-foot utility easement and the **Point of Beginning "B"**; thence **32.13 feet** along the utility easement on a curve to the **Right** having a **Radius of 813.00 feet**, a **Delta angle of 02°15'51"**, and a **Chord bearing S11°06'28"W, 32.13 feet**; thence **S12°13'27"W, 265.90 feet** along the utility easement; thence **N88°56'11"W, 23.45 feet** along the utility easement to the East right-of-way line of McClellan Avenue; thence **N12°13'27"E, 270.43 feet** along the utility easement and the East right-of-way line to a curve; thence **27.62 feet** along the East right-of-way line on a curve to the **Left** having a **Radius of 790.00 feet**, a **Delta angle of 02°00'11"**, and a **Chord bearing N11°14'19"E, 27.62 feet** to the North 1/16 line of Section 15; thence **S88°55'39"E, 23.29 feet** along the North 1/16 line to the **Point of Beginning "B"**, containing **0.158 acres** and subject to restrictions, reservations, rights-of-way and easements of record.



**SURVEYOR'S CERTIFICATE**

I, STACEY J. BLUSE, A PROFESSIONAL SURVEYOR IN THE STATE OF MICHIGAN, HEREBY CERTIFY:  
 THAT THE SUBDIVISION PLAN KNOWN AS McCLELLAN MEADOWS CONDOMINIUM, MARQUETTE COUNTY CONDOMINIUM SUBDIVISION PLAN NO. xx, AS SHOWN ON THE ACCOMPANYING DRAWINGS, REPRESENTS A SURVEY ON THE GROUND MADE UNDER MY DIRECTION AND THAT THERE ARE NO EXISTING ENCROACHMENTS UPON THE LANDS AND PROPERTY HEREIN DESCRIBED.

THAT THE REQUIRED MONUMENTS AND IRON MARKERS WILL BE PLACED IN THE GROUND WITHIN ONE YEAR FROM THE DATE SIGNED BELOW, AS REQUIRED BY RULES PROMULGATED UNDER SECTION 142 OF ACT NO. 59 OF THE PUBLIC ACTS OF 1978 THAT THE ACCURACY OF THIS SURVEY IS WITHIN THE LIMITS REQUIRED BY THE RULES PROMULGATED UNDER SECTION 142 OF ACT NO. 59 OF THE PUBLIC ACTS OF 1978.

THAT THE BEARINGS, AS SHOWN, ARE NOTED ON SURVEY PLAN AS REQUIRED BY THE RULES PROMULGATED UNDER SECTION 142 OF ACT NO. 59 OF THE PUBLIC ACTS OF 1978.

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_  
 STACEY J. BLUSE, P.S. #4001050429

**NOTE:**

This condominium subdivision plan is not required to contain detailed project design plans prepared by the appropriate licensed design professional. Such project design plans are filed, as part of the construction permit application, with the enforcing agency for the state construction code in the relevant governmental subdivision. The enforcing agency may be a local building department or the state department of licensing and regulatory affairs.



HABITAT FOR HUMANITY  
 HABITAT AT McCLELLAN AVE. CONDOMINIUM  
 McCLELLAN AVENUE, MARQUETTE, MICHIGAN

DATE	DESCRIPTION	ISSUED
01/12/2026	DRAFT SUBMITTAL	
12/12/2025	DRAFT SUBMITTAL	

DESIGNED: \_\_\_\_\_  
 DRAWN: JBS  
 CHECKED: SJB  
 APPROVED: SJB

TRIMEDIA  
 JOB NUMBER:  
 2025-3190  
 SHEET TITLE:  
 Cover Sheet

SHEET NUMBER:  
 1

**McCLELLAN MEADOWS CONDOMINIUM**  
**MARQUETTE COUNTY CONDOMINIUM SUBDIVISION PLAN No. XX**  
**EXHIBIT "B" TO THE MASTER DEED OF McCLELLAN MEADOWS CONDOMINIUM**  
**CITY OF MARQUETTE, MARQUETTE COUNTY, MICHIGAN**  
 PART OF THE SOUTHEAST QUARTER OF THE NORTHWEST QUARTER, SECTION 15,  
 T48N-R25W, CITY OF MARQUETTE, MARQUETTE COUNTY, MICHIGAN

Curve #	Length	Radius	Delta	Chord	
				Direction	Length
C1	293.06'	2895.72'	05°47'55"	S02°07'17"E	292.94'
C2	27.62'	790.00'	02°00'11"	N11°14'19"E	27.62'
C3	41.79'	2895.72'	00°49'37"	S00°21'52"W	41.79'
C4	41.80'	2895.72'	00°49'37"	S00°27'45"E	41.80'
C5	41.82'	2895.72'	00°49'39"	S01°17'23"E	41.82'
C6	41.85'	2895.72'	00°49'41"	S02°07'03"E	41.85'
C7	41.89'	2895.72'	00°49'44"	S02°56'45"E	41.89'
C8	41.93'	2895.72'	00°49'47"	S03°46'31"E	41.93'
C9	41.99'	2895.72'	00°49'51"	S04°36'20"E	41.99'

Point #	Northing	Easting
1	648291.64	26141319.15
2	647998.93	26141329.99
3	648002.43	26141141.70
4	648266.70	26141198.95
5	648293.78	26141204.33
6	648249.85	26141318.89
7	648208.06	26141319.22
8	648166.26	26141320.16
9	648124.44	26141321.71
10	648082.62	26141323.86
11	648040.78	26141326.62
12	648044.04	26141150.71
13	648085.65	26141159.73
14	648127.27	26141168.74
15	648168.88	26141177.76
16	648210.50	26141186.77
17	648252.11	26141195.79



WEST 1/4 CORNER  
SECTION 15, T48N-R25W  
LIBER 9RC, PAGE 13



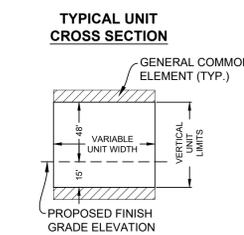
**SURVEYOR'S CERTIFICATE**  
 I, STACEY J. BLUSE, A PROFESSIONAL SURVEYOR IN THE STATE OF MICHIGAN, HEREBY CERTIFY: THAT THE SUBDIVISION PLAN KNOWN AS McCLELLAN MEADOWS CONDOMINIUM, MARQUETTE COUNTY CONDOMINIUM SUBDIVISION PLAN NO. XX, AS SHOWN ON THE ACCOMPANYING DRAWINGS, REPRESENTS A SURVEY ON THE GROUND MADE UNDER MY DIRECTION AND THAT THERE ARE NO EXISTING ENCROACHMENTS UPON THE LANDS AND PROPERTY HEREIN DESCRIBED.

THAT THE REQUIRED MONUMENTS AND IRON MARKERS WILL BE PLACED IN THE GROUND WITHIN ONE YEAR FROM THE DATE SIGNED BELOW, AS REQUIRED BY RULES PROMULGATED UNDER SECTION 142 OF ACT NO. 59 OF THE PUBLIC ACTS OF 1978 THAT THE ACCURACY OF THIS SURVEY IS WITHIN THE LIMITS REQUIRED BY THE RULES PROMULGATED UNDER SECTION 142 OF ACT NO. 59 OF THE PUBLIC ACTS OF 1978.

THAT THE BEARINGS, AS SHOWN, ARE NOTED ON SURVEY PLAN AS REQUIRED BY THE RULES PROMULGATED UNDER SECTION 142 OF ACT NO. 59 OF THE PUBLIC ACTS OF 1978.

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_  
 STACEY J. BLUSE, P.S. #4001050429

- NOTES:**
- BEARINGS BASED UPON MICHIGAN STATE PLANE COORDINATE SYSTEM NAD 83 (2011), NORTH ZONE
  - DISTANCES ARE HORIZONTAL-GROUND DISTANCES
  - PROJECT COMBINED SCALE FACTOR IS: 0.99988513
  - THIS CONDOMINIUM DOES NOT LIE WITHIN A FLOOD ZONE PER FEMA FLOOD INSURANCE RATE MAP, PANEL NO. 26103C0495E
  - THIS CONDOMINIUM SUBDIVISION PLAN IS NOT REQUIRED TO CONTAIN DETAILED PROJECT DESIGN PLANS PREPARED BY THE APPROPRIATE LICENSED DESIGN PROFESSIONAL. SUCH PROJECT DESIGN PLANS ARE FILED, AS PART OF THE CONSTRUCTION PERMIT APPLICATION, WITH THE ENFORCING AGENCY FOR THE STATE CONSTRUCTION CODE IN THE RELEVANT GOVERNMENTAL SUBDIVISION. THE ENFORCING AGENCY MAY BE A LOCAL BUILDING DEPARTMENT OR THE STATE DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS



- SYMBOL LIBRARY**
- - SET 4" x 36" CONCRETE MONUMENT (MAJOR BOUNDARY CORNER)
  - - SET 1/2" x 24" REBAR WITH CAP No. 50429 (MINOR BOUNDARY CORNER)
  - C1 - CURVE NUMBER
  - ① - COORDINATE POINT NUMBER

- LINE LIBRARY**
- RIGHT-OF-WAY LINE
  - - - BUILDING SETBACK LINE
  - UNIT BOUNDARY

- HATCH LIBRARY**
- ▨ - CONCRETE SIDEWALK

CENTER 1/4 CORNER  
SECTION 15, T48N-R25W  
FD. T-IRON



HABITAT FOR HUMANITY  
 HABITAT AT McCLELLAN AVE. CONDOMINIUM  
 McCLELLAN AVENUE, MARQUETTE, MICHIGAN

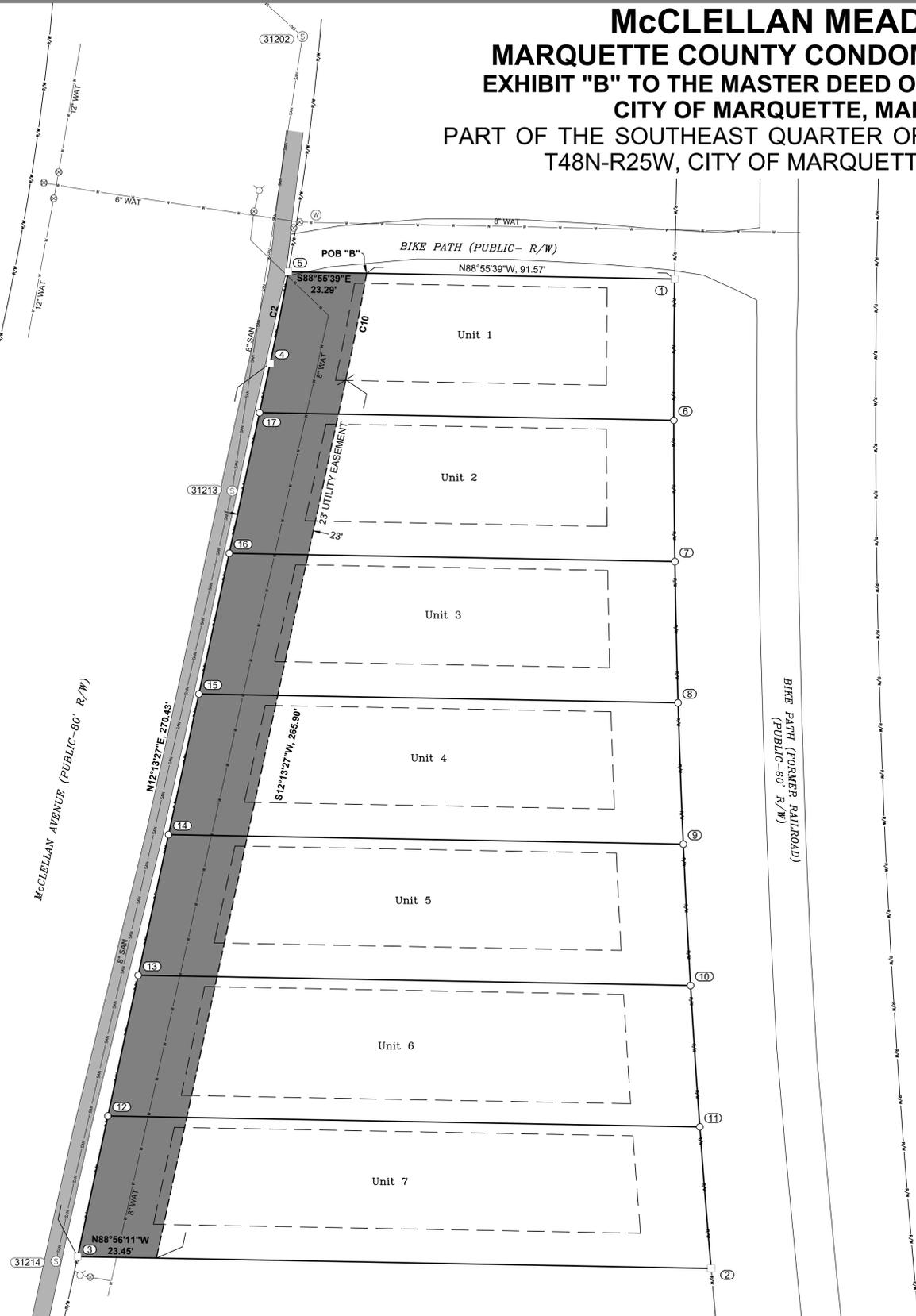
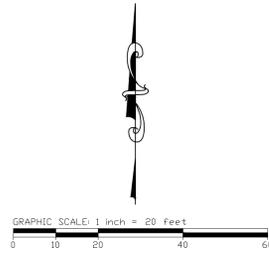
DATE	DESCRIPTION	ISSUED
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12/12/2025	DRAFT SUBMITTAL	

DESIGNED: \_\_\_\_\_  
 DRAWN: JBS  
 CHECKED: SJB  
 APPROVED: SJB

TRIMEDIA  
 JOB NUMBER:  
 2025-3190  
 SHEET TITLE:  
 Site & Survey Plan  
 SHEET NUMBER:  
 2

P:\2025\2025-3190 Habitat for Humanity - Marquette Survey\Drawings\2025-3190\_HH\_McClellan\_Ave\_Comb.dwg

**McCLELLAN MEADOWS CONDOMINIUM**  
**MARQUETTE COUNTY CONDOMINIUM SUBDIVISION PLAN No. xx**  
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Curve Table					
Curve #	Length	Radius	Delta	Chord	
				Direction	Length
C2	27.62'	790.00'	02°00'11"	N11°14'19"E	27.62'
C10	32.13'	813.00'	02°15'51"	S11°06'28"W	32.13'

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**SYMBOL LIBRARY**

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- - SET 1/2" x 24" REBAR WITH CAP No. 50429 (MINOR BOUNDARY CORNER)
- C1 - CURVE NUMBER
- Ⓜ - COORDINATE POINT NUMBER
- Ⓢ - SANITARY MANHOLE
- Ⓦ - WATER MANHOLE
- Ⓥ - WATER VALVE
- Ⓞ - HYDRANT

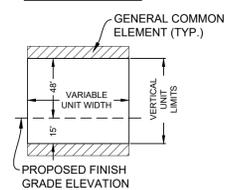
**LINE LIBRARY**

- — — — — RIGHT-OF-WAY LINE
- - - - - BUILDING SETBACK LINE
- — — — — UNIT BOUNDARY
- - - - - EASEMENT LINE
- — — — — WATERMAIN
- — — — — SANITARY SEWER MAIN

**HATCH LIBRARY**

- CONCRETE SIDEWALK
- 23' WIDE UTILITY EASEMENT

**TYPICAL UNIT CROSS SECTION**



SCHEDULE OF SANITARY STRUCTURES								
STR No.	STR TYPE	RIM ELEV.	SIZE	TYPE	DIRECTION	DROP	INVERT ELEV.	COMMENTS
31202	SANITARY MANHOLE	679.39	8"	PVC	N42W	8.94	670.45	
			8"	PVC	S10W	8.62	670.77	
31213	SANITARY MANHOLE	680.79	8"	PVC	N10E	9.42	671.37	
			8"	PVC	S14W	9.37	671.42	
31214	SANITARY MANHOLE	682.26	8"	PVC	N19E	9.69	672.57	
			8"	PVC	S20W	9.76	672.50	



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 2025-3190  
 SHEET TITLE:  
 Easement &  
 Utility Plan

SHEET NUMBER:  
 3



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

## **MEMORANDUM**

**TO:** Planning Commission  
**FROM:** Dave Stensaas, City Planner and Zoning Administrator  
**DATE:** March 13, 2026  
**SUBJECT:** **New Business – Climate Action Plan Outline-Presentation**

---

Anna Tousley, an NMU student and Rural Leadership Fellow, will present the outline for a City of Marquette-focused Climate Action Plan. The current Community Master Plan contains a special report that analyzed the overall resiliency of Marquette, and further developed two reports on top resiliency priorities, one of which was focused on the development of a climate action plan. That document is available on the [Planning page](#) of the Community Development department menu of the City’s website. The [Strategic Plan](#) adopted by the City Commission in Sept. 2025 lists a relevant objective within the “Health, Recreation, and Environment” priority, as shown below:

<p><b>Objective:</b> Support climate adaptation and increase climate resiliency</p> <p><b>Department(s):</b> Community Development / Executive / Facilities and Maintenance</p> <p><b>Strategies:</b></p> <ol style="list-style-type: none"><li>1. Increase the knowledge, awareness, and understanding of climate change among staff, partners, community stakeholders, and residents</li><li>2. Enhance collaboration with partners on strategies and actions to address climate change</li><li>3. Create and begin implementing a Climate Action and Adaptation Plan in partnership with the community that works in conjunction with the Community Master Plan</li><li>4. Continue to update infrastructure like stormwater and sewer to handle adverse weather conditions</li><li>5. Ensure city offices and vehicles are efficient with energy use to reduce carbon footprint</li></ol>
<p><b>Metrics:</b></p> <ol style="list-style-type: none"><li>1. Start seeking input and research for a Climate Action and Adaptation Plan in 2026</li><li>2. Adopt a Climate Action and Adaptation Plan in 2027</li><li>3. Energy use in city buildings and fleet decreases</li></ol>

# Climate Action Plan City of Marquette



# What is a...?

- ▶ A Climate Action Plan (CAP) is a strategy document that sets goals and outlines a set of initiatives that reduce greenhouse gas (GHG) emissions.

Using a GHG emissions inventory as the foundation, a CAP:

- Defines GHG reduction targets and provides a framework for achieving them.
  - Identifies priority actions and facilitates coordination across departments.
  - Supports effective action over time by establishing methods for assessing progress and adjusting the local strategy.
- 
- ▶ GHG Emissions Inventory: calculate, quantify, and assess municipal or community associated emissions and their sources. They are an accounting of the carbon pollution that results from certain activities and processes that support municipal functions.

# What will it include?

- ▶ Target goal of 2050 to match Climate Action Resolution 2050 goal
- ▶ Emphasis on previous and aligning actions
- ▶ Community input through steering committee, survey, and public engagement opportunities
  
- ▶ Executive summary of climate change in Marquette
- ▶ GHG Emissions Inventory
- ▶ 7 Focus Areas w/ objectives and actions
- ▶ Matrix of goals w/ cost effectiveness

# Focus Areas

- ▶ Buildings and Energy
- ▶ Transportation
- ▶ Water and Wastewater
- ▶ Waste and Recycling
- ▶ Natural Resources
- ▶ Public Health
- ▶ Climate Economy

# Examples

## Sterling Heights, MI

### Efforts Underway

The City of Sterling Heights has already recognized the importance of improving and protecting the health of residents as related to climate change through the following activities.

EFFORT NAME	SUMMARY	STATUS	OVERLAPPING SECTORS
Dodge Park Farmer's Market	The market is run by the City. It enhances local fresh food access, supports local businesses, and encourages community congregation.	In effect each summer	
Hazard Mitigation Plan	The plan outlines hazard frequency and damage of event types along with mitigation strategies for Macomb County.	Complete	

## Climate Economy



### Promote economic investment that aligns with the Climate Economy and the goals of the Climate Action Plan.

Globally, we will need to make significant investment in climate action over the next 15 years in order to successfully address climate goals. These investments are necessary to avoid long-term economic damage – an Earth that is 2°C warmer due to climate change will cost the United States at least 2.3% of our annual GDP<sup>4</sup> – however, these investments can spur growth. Bold climate action can create a direct economic gain of \$26 trillion in the United States through 2030 compared to “business-as-usual”<sup>5</sup>. On average, for every \$1 in climate action investment, communities yield \$4 in benefits<sup>6</sup>. In the wake of the COVID-19 pandemic, research has shown that strong climate action and investments can be effective ways for communities to “build back better” from COVID while helping to secure long-term economic success<sup>7</sup>.

[See Section 10 Implementation for supporting actions.](#)

### Example Jobs Needed in Support of the Climate Economy

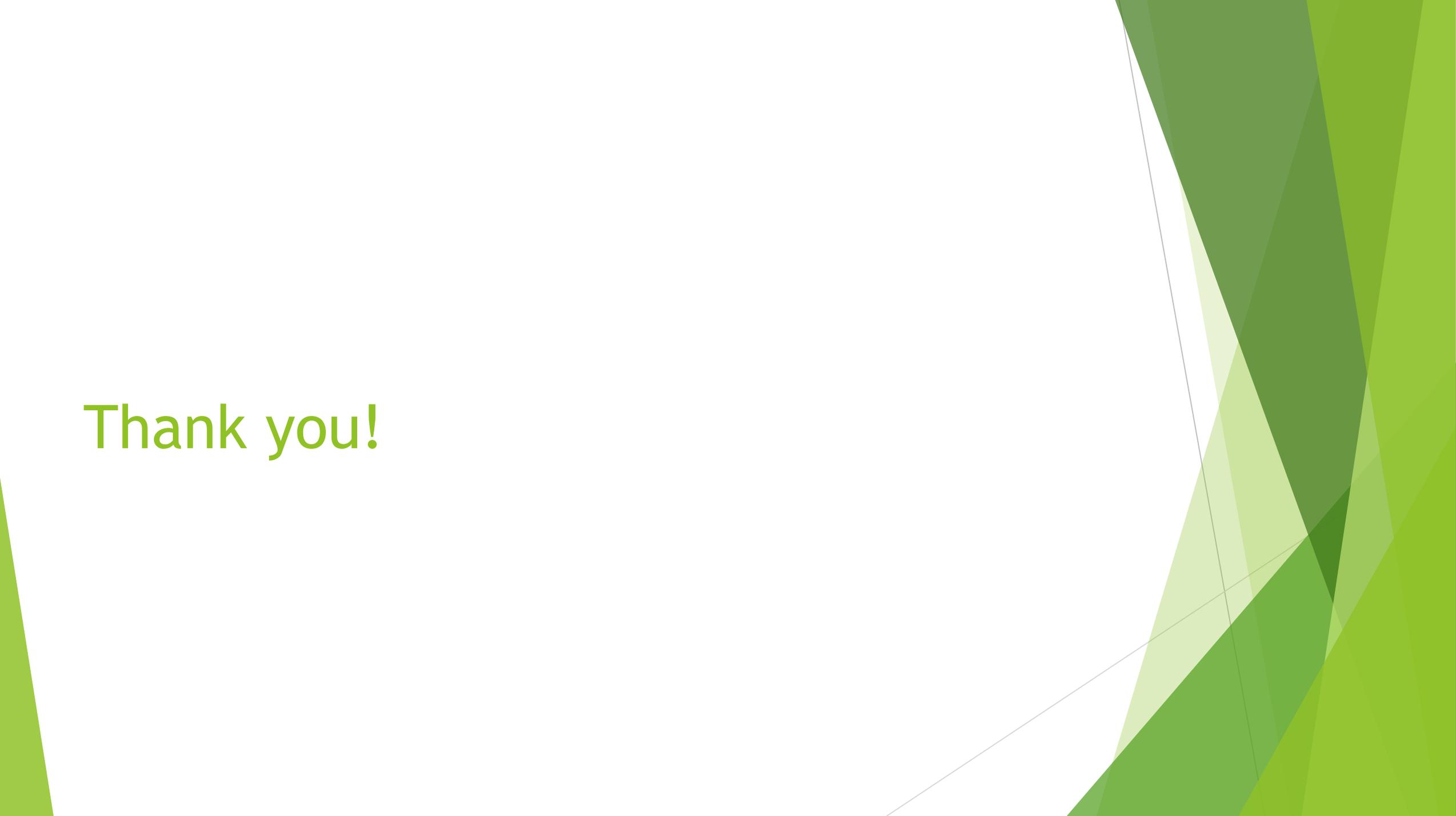
 <b>Clean Energy Production</b> <ul style="list-style-type: none"> <li>✓ Electricians</li> <li>✓ Renewable energy designers + installers</li> </ul>	 <b>Energy Efficiency</b> <ul style="list-style-type: none"> <li>✓ Energy efficiency consultants</li> <li>✓ Energy auditors</li> </ul>	 <b>Mobility</b> <ul style="list-style-type: none"> <li>✓ Infrastructure contractors</li> <li>✓ Transit drivers</li> </ul>
--	---	---

## Whitefish, MT

Action	Estimated emissions reduction in 2025 (Metric tons of CO <sub>2</sub> e)
Change all streetlights to LED bulbs	80
Emergency Services Center upgrades	121
Improve average mpg of the City's vehicle fleet	50
Solar farm at the new wastewater treatment plant	765
<b>Total reductions</b>	<b>1,016</b>
<b>Additional reduction needed to meet 2025 goal</b>	<b>61</b>

## Edina, MN

Thank you!

The background features abstract, overlapping geometric shapes in various shades of green, ranging from light lime to dark forest green. These shapes are primarily located on the right side of the frame, creating a modern, layered effect against the white background.



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## **MEMORANDUM**

**TO:** Planning Commission  
**FROM:** Dave Stensaas, City Planner and Zoning Administrator  
**DATE:** March 13, 2026  
**SUBJECT: Work Session – Land Development Code Amendments for 2026**

---

Staff and the Planning Commission will continue the recent work on potential amendments to the Land Development Code. This effort will continue until the last meeting in April. Materials for the work session are included, but more content is likely to be added to the draft amendments and presented at the meeting.

# Land Development Code language for Discussion at the March 17, 2026, Planning Commission meeting

The proposed draft amendments to the **Land Development Code** are formatted in the following way:

1. New subsections and/or language is shown underlined and highlighted, as the example below indicates:

Example) **H. Light Manufacturing**

2. A subsection or language that is to be eliminated is indicated by strikethrough lines in the font, as the example below indicates:

Example) ~~F. Dwelling units must be located above the first floor.~~

Other text that is neither highlighted or lined-through is included for context.

Some text is highlighted in blue to explain features of the amended text.

---

**Fix this language as we received clarification questions on it.**

## Section 54.611 Dwelling, Accessory Unit (ADU)

Accessory dwelling units (ADU) shall comply with all of the following standards:

- (A) One ADU Per Lot.** One ADU is permitted per lot containing an existing detached single-family dwelling unit, provided the ADU complies with all of the requirements of this Section and this Ordinance.
- (B) Minimum Lot Area and Width.** ADUs are only permitted on lots that meet the minimum lot area and lot width standards of the zoning district.
- (C) Setbacks and Height.**
  - (1)** A *detached* ADU (physically separate from the principal residence) must meet the setback requirements of accessory structures for their zoning districts, and the height shall not exceed two (2) stories or 20 feet
  - (2)** An *attached/interior* ADU (physically attached and/or accessible from within the principal residence) must meet the requirements of this ordinance for minimum setbacks and maximum height for primary buildings and lot coverage in [Article 4](#).
- (a) Exception.** An existing legal non-conforming Class A or B structure that is non-conforming due to noncompliance with any minimum setbacks for the zoning district, does not have to meet the minimum setbacks for proposed *residential interior remodeling* to add an ADU to the interior of the existing structure

**(D) Maximum Occupancy.** The occupancy of the accessory dwelling unit shall not exceed two (2) unrelated adults.

**(E) Maximum Yard Coverage.** A detached ADU whether standing alone or as an addition to an existing accessory structure, must meet the standards for maximum impervious surface coverage in [Section 54.403](#) as applicable to the zoning district, but does not have to meet the rear yard area occupation standards for the zoning district, as stated in [Section 54.705](#). **However, any detached accessory structure component of the ADU and any attached features—such as exterior stairs, decks, or landings—must comply with Section 54.705. Any remaining portion of a detached garage that is not converted to an ADU must also comply with Section 54.705.**

**(F) Owner-Occupancy Required of the Principal Dwelling is as follows:**

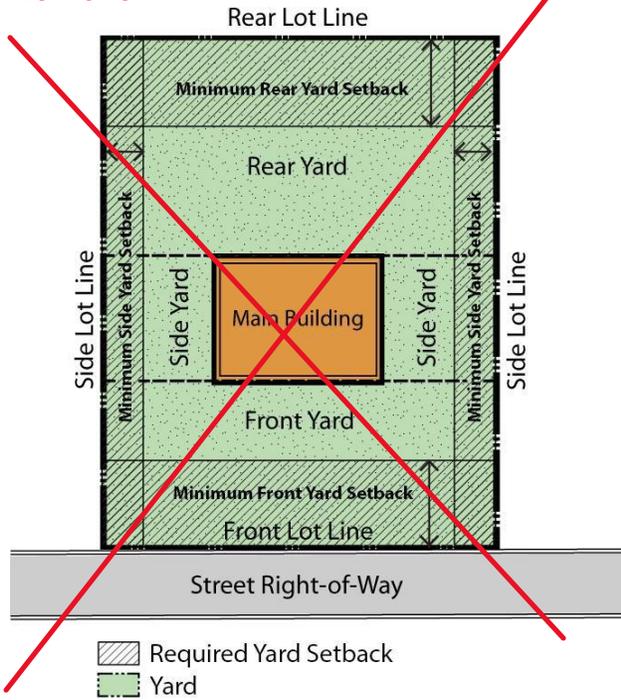
- (1)** Either the principal dwelling unit or the accessory dwelling unit shall be occupied by a person who has a legal or equitable ownership interest with the property, and who bears all or part of the economic risk of decline in value of the property and who receives all or part of the payment, if any, derived from the lease or rental of the dwelling unit. The owner-occupant shall prove residency by means such as a voter registration, car registration, or other method acceptable to the City.
  - (a) Grace Period for Transfer of ownership and Revocation.** Per the recorded covenant, the continuing approval/existence of the ADU is predicated upon the occupancy of either the *principal residence* or the *accessory dwelling unit* by a person who owns the property, and that the ADU shall remain in the ownership of the person who owns the property. If the person who has legal or equitable ownership interest with the property has become deceased, then the next of kin or a named person in the will of trust has one year to provide proof to the City that they have legal or equitable ownership interest with the property or the ADU will be revoked.
- (2)** Ownership of the ADU shall remain with the owner of the property. In no case may the owner of the property divide ownership rights between the principal and accessory dwelling units through condominium or other means.
- (3)** To ensure continued compliance by current and subsequent owners, the applicant shall provide and record in the Marquette County Register of Deeds a covenant in a form acceptable to the City Attorney that the existence of the ADU is predicated upon the occupancy of either the principal or accessory dwelling unit by a person who owns the property, and that the ADU shall remain in the ownership of the person who owns the property. The applicant shall provide the City with evidence of filing of the restrictive covenant with the Register of Deeds prior to and as a condition of the issuance of the Zoning Compliance Permit for development of the ADU. Any owner of the property must notify a prospective buyer of the limitations of this Section. Violations of the terms of this covenant shall result in the loss of the zoning compliance permit.

- (G) Inspection Certification.** Conformance with the occupancy conditions of the ADU zoning compliance permit shall be certified subject to inspection by the City. The City may adopt an ordinance or administrative standards for certification and inspection. Inspection shall be allowed by the owner after 48 hours' notice by certified mail from the City.
- (H) Maximum Floor Area of ADU.** The floor area of the ADU shall not exceed 768 square feet. If the proposed ADU is a detached garage, and the area used as garage/parking is for the single-family home use only, then you do not count that as floor area for the ADU. Interior stairs serving the ADU shall be counted toward the ADU floor area.
- (I) Attachment Options.** The ADU may be attached to the single-family dwelling or within the interior of the single family dwelling and constructed on any story of a conforming detached accessory building on the site, including the basement level. If the ADU is attached to the single-family dwelling (as an addition), the ADU may be located within the existing footprint or added to the existing footprint, provided all of the requirements of this Ordinance are met.
- (J) Architecture and Design.**
- (1)** An ADU must be designed to maintain the architectural character and appearance of the principal building when attached to an existing building. If an ADU extends beyond the existing footprint of the main building, the addition must be consistent with the existing façade, roof pitch, siding, and windows.
  - (2)** Shipping Containers are prohibited as an ADU.
  - (3)** Exterior stairs leading to a second story entrance are restricted to the side or rear façade of the building to which it is attached.
- (K) Parking.** One (1) off-street parking space shall be provided for the ADU in a driveway, side or rear yard. No parking space may be provided in the front yard except in paved driveways or hard surfaced parking spaces in accordance with this Ordinance (see definition of "Hard Parking Surface" in [Section 54.202\(A\)\(93\)](#)). Parking spaces are not subject to setback requirements. The Zoning Administrator may grant an exception to the parking space requirement if the property owner submits a signed and notarized affidavit to the City affirming that the ADU occupant will not have a motor vehicle on site.
- (L) Duration of Lease or Rental.** Leasing or rental of the ADU for less than 30 days is prohibited.
- (M) Revocation of ADU.** If any of the conditions or requirements of the ADU are no longer being met, then the ADU approval shall be revoked and the property owner will be notified of a deadline to remove the ADU construction or to convert the structure to a legal use within the zoning district.

**Add a Through Lot drawing as a new Figure 8. Update the existing drawings for Figures 6 & 7.**

Figure 6. Yard Terms

**Remove**



**Proposed**

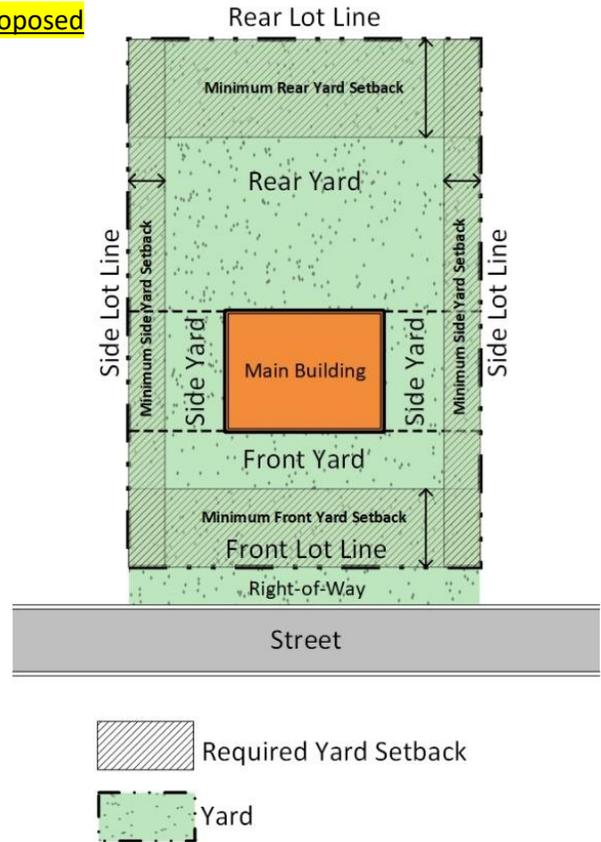
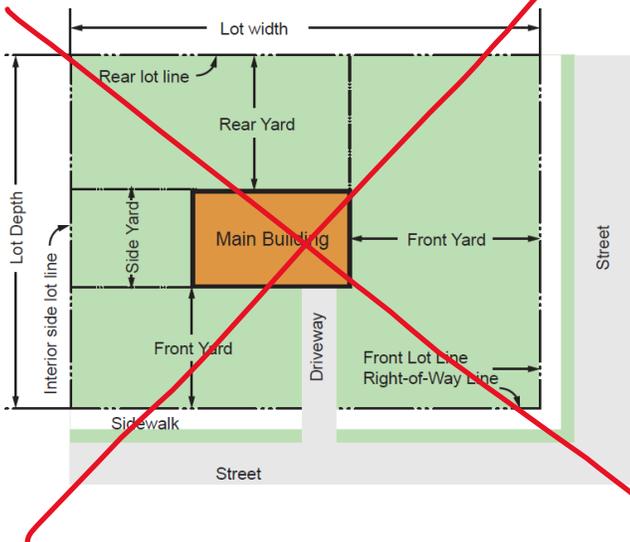
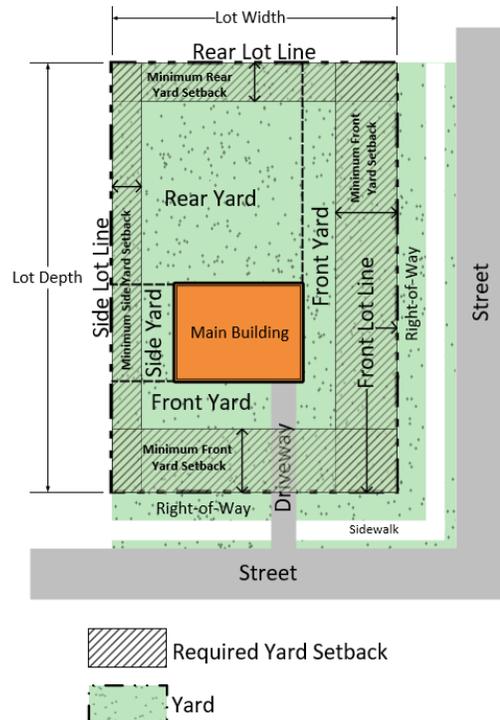


Figure 7. Yards of a Corner Lot

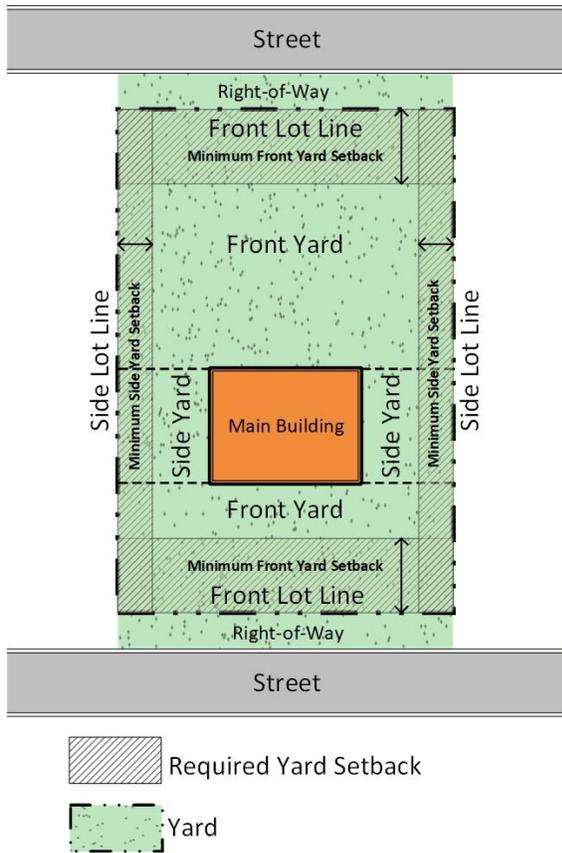
**Remove**



**Proposed**



**Figure 8. Yards of a Through Lot**



**(d) Lot, Through or Double-Frontage:** An interior lot having frontage on two more or less parallel streets as distinguished from a corner lot. All sides of said lots adjacent to streets shall be considered frontage, and front yards shall be provided as required. Properties that share a property line with a city street on one side and limited access highway on the other side are not “Through Lots.” The frontage facing the limited access highway is either a side or rear yard depending on the lot layout.

**Article 3, Section 54.321: We had questions regarding the following definitions and we are proposing updates for clarification**

For reference only to see how the definitions apply for one subdistrict -MDW G3

<p><b>(8) BUILDABLE AREA (General 3)</b></p> <p>(a) Buildings may occupy the portion of the lot specified by these BUILDING FORM STANDARDS.</p> <p>(b) An OPEN AREA equal to at least 10% of the total BUILDABLE AREA shall be preserved on every lot. Such OPEN AREA may be located anywhere behind the RBL, at or above grade.</p> <p>(c) No part of any building, except overhanging EAVES, awnings, or balconies shall occupy the remaining lot area.</p> <p><b>(9) Side Lot Setbacks (General 3)</b></p>
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**(e) BUILDABLE AREA:** The area of the lot that building(s) may occupy, which includes the entire area of the lot behind the RBL, exclusive of any setbacks. The BUILDABLE AREA sets the limits of the building footprint. Additions to structures must be within the designated area. The BUILDABLE AREA does not include any portion of the site located behind the PARKING SETBACK LINE that is designed or utilized as OPEN AREA.

**(u) OPEN AREA:** The area within the BUILDABLE AREA and behind the PARKING SETBACK LINE accessible to occupants of the particular building or site as private open space and (primarily) open to the sky. Additional specifications for the OPEN AREA may be included in each BUILDING FORM STANDARD. OPEN AREA shall *not* be built upon, parked, or driven upon (except for emergency access.) For purposes of this definition, OPEN AREA does not include portions of the site that are not intended to be accessible to occupants due to the placement of parking, landscaping, or other functional constraints.

**(x) PARKING SETBACK LINE:** A line/plane indicated on the REGULATING PLAN which generally extends vertically and parallel with the RBL. All parking shall be behind this line, except where indicated on the REGULATING PLAN, or in the BUILDING FORM STANDARDS. The PARKING SETBACK LINE is a minimum distance from the RBL and parking may be placed anywhere within the lot behind this line, except where otherwise specified in the MDW District. A line/plane indicated on the REGULATING PLAN, extending generally vertically and parallel to the RBL, that establishes the minimum distance behind the RBL where parking may be located. The PARKING SETBACK LINE applies only to portions of the lot where parking is physically feasible or intentionally designed. Where a building occupies the RBL or where site conditions make parking impossible or not intended, the PARKING SETBACK LINE does not apply. Parking may be placed anywhere behind this line, except where otherwise limited by the MDW District or REGULATING PLAN.

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