

CITY OF MACKINAC ISLAND

AGENDA

PLANNING COMMISSION

Tuesday, May 14, 2024 at 4:00 PM

City Hall – Council Chambers, 7358 Market St., Mackinac Island, Michigan

- I. **Call to Order**
- II. **Roll Call**
- III. **Pledge of Allegiance**
- IV. **Approval of Minutes**
 - [a.](#) April 9, 2024 Minutes
- V. **Adoption of Agenda**
- VI. **Correspondence**
- VII. **Staff Report**
 - a. HDC Meeting Summary
 - [b.](#) REU Update
- VIII. **Committee Reports**
 - a. Master Plan Update
- IX. **Old Business**
 - [a.](#) R424-043-011 GFAK LLC Special Land Use
 - [b.](#) R423-051-005 Harbor View Permit Extension Request
 - c. HB23-001-094 Grand Hotel Retaining Wall Plantings
- X. **New Business**
 - [a.](#) R424-018-022 Doud New Porch and Steps
 - [b.](#) Mackinac Island Ferry Co Dock Lighting
- XI. **Public Comment**
- XII. **Adjournment**

MINUTES

PLANNING COMMISSION

Tuesday, April 09, 2024 at 3:00 PM

City Hall – Council Chambers, 7358 Market St., Mackinac Island, Michigan

I. Call to Order

The meeting was called to order at 3:03 PM.

II. Roll Call

PRESENT

Jim Pettit
Michael Straus
Anneke Myers
Ben Mosley
Mary Dufina

Staff: Erin Evashevski

ABSENT

Trish Martin
Lee Finkel

III. Pledge of Allegiance

IV. Approval of Minutes

a. March 12, 2024 Minutes

Motion to approve as written.

Motion made by Mosley, Seconded by Dufina.
Voting Yea: Pettit, Straus, Myers, Mosley, Dufina

V. Adoption of Agenda

Motion to approve as amended. The amendment is to move New Business, a and b, before correspondence, to accommodate the applicant that has another commitment at 3:30.

Motion made by Myers, Seconded by Mosley.
Voting Yea: Pettit, Straus, Myers, Mosley, Dufina

VI. Correspondence

a. Cloverland Electric

Straus read the letter aloud. Straus stated, based on the tables provided in the letter, the 2002 peak usage was during May and October. The highest use last year was 10.03 MW in June. Straus stated we are barely over half of maximum capacity. Upgrades are being done on the island and mainland. Motion to send the letter to City Council and Adam Young. Pereny is to send a reply thanking Mr. Heise and letting him know we will send the Master Plan when completed.

Motion made by Myers, Seconded by Mosley.
Voting Yea: Pettit, Straus, Myers, Mosley, Dufina

VII. Staff Report

a. HDC Meeting Summary

Finkel was not in attendance. Myers gave the summary.

b. REU Update

Burt shared photos of the job site. He showed a time lapse video of the concrete being poured and gravel placed. Burt stated they are now on schedule.

VIII. Committee Reports

a. Master Plan Update

Myers stated they met april 8. The Committee is working through the goals and policies chapters. Adam Young introduced the implementation section which is new. May 13th at 4:00 PM is the next meeting.

IX. Old Business

a. R123-080-093 Lounsbury Site Condominium

Evashevski stated she has no new information on this file. This scenario was discussed in the master plan meeting; site condo and non-conforming lots. The Committee would like this included in the Master Plan. The current ordinance requires condo lots be held to the same regulations as platted lots. Myers stated the question is, is that something the community wants to allow in the other non-

conforming lots around the island. Fractional ownership could also come in to play. Straus asked Evashevski if we are at the place we need to make a decision. Evashevski stated we have 100 days from the date of first meeting, February 13, 2024. Evashevski stated the amount of time it will take to decide if we want to make changes to the Ordinance, and what the changes would be, would likely take longer than the allowed time. Evashevski stated it is up to the Commission if they want to keep tabling or make a decision and have them come back if needed. The City is trying to come up with a solution. Myers stated she needs to understand more about the other properties this would affect. Straus stated that Evashevski stated it would be hard to approve with our current ordinance. Dufina asked if this could be considered a preliminary submission or a real application. It is a real application. Dufina stated that if you could have a separation like this it could make it more affordable to buy one of the houses instead of the whole compound. These ideas are being discussed. Dufina stated that the application not signed by owner and no letter giving applicant permission to sign. Zoning district is not noted. Should be R3. Motion to deny even though it has novel ideas, based on Section 24.02.

Motion made by Mosley, Seconded by Dufina.
Voting Yea: Pettit, Straus, Myers, Mosley, Dufina

b. R324-011-003 Barnwell Fence

Dufina asked if there is a gate. Barnwell stated there is one but the one being installed will be larger for a snowmobile, and will swing in. The fence will be along Ferry Lane. Barnwell stated it is currently a chain link fence in bad shape. The applicant would like to replace the existing fence with red cedar wood to match the front fence. The height is a 3' picket. Myers stated the finished side of the fence is to point out. Motion to approve.

Motion made by Dufina, Seconded by Mosley.
Voting Yea: Pettit, Straus, Myers, Mosley, Dufina

c. HB21-001-099 Inn at Stonecliffe Sheds Amendment

Kevin Doyle is requesting updates to the site plan as they have looked at how operations are going to flow. There are four sheds, like the one at the orchard. Doyle stated the sheds will be behind the event center, behind the bike pavilion, at the end of the new carriage driveway, and one in the maintenance area. Straus confirmed that the shed doors do not slide. Pettit asked since the sheds are under 100 square feet why are they here. Dombroski informed Pettit that regulation is for residential sheds. Dufina asked what the height is. Doyle does not have the height information but will get to us. [9' 8"] Straus confirmed that the sheds are already in place. Motion to approve with the stipulation that they provide the height.

Motion made by Myers, Seconded by Mosley.
Voting Yea: Pettit, Straus, Myers, Mosley, Dufina

Pettit asked when the hotel is opening. Doyle stated they will have a soft opening May 20, and then June 17 to public.

X. New Business

a. C24-014-012(H) Sheplers Dock Security Equipment

Shepler thanked the commission for moving them up on the Agenda. Straus stated this was approved by HDC today. No concerns from Dombroski. Straus said only passenger flow would apply to Planning Commission. Myers pointed out the district is Marine. Dufina asked if there was any signage on the towers. Shepler stated on either side of the tower there is a black panel that says SLS which is the company that manufactured the system. Shepler stated the panels can be customized. The wording is on both sides of the panels. Myers asked what the height is. 25' is allowed. The towers are 96" high. Myers stated Article 20 needs to be reviewed. Straus pointed out they are already in place. A site plan was provided. Motion to approve.

Motion made by Myers, Seconded by Dufina.
Voting Yea: Pettit, Straus, Myers, Mosley, Dufina

b. C24-014-017(H) Sheplers Dock Modifications

Shepler stated they are anticipating a 3 to 4 foot drop in the water level so the ramps need to be longer to make it easier for the passengers to board the ferry. ASM out of Petoskey is working with Moran Iron Works to move forward. Captain Shepler will be used to move crew and equipment to get the project done by April 21st. If not, they do have three boats that can fit in to the current ramp. Straus asked if these are similar to modifications made about 10 years ago. Shepler stated the box ramp isn't needed yet, like it was before. Motion to approve. Myers voted aye but make sure application is corrected to show Marine district.

Motion made by Dufina, Seconded by Mosley.
Voting Yea: Pettit, Straus, Myers, Mosley, Dufina

c. HB24-028-015 MICT Voyager Exterior Renovations

Andrew McGreevy stated it started out with the retaining wall caving in. Concrete blocks were used for the wall but the deck also needs to be replaced. The plan is to replace just the deck boards, with Trex decking. Dufina asked if the retaining wall will be same height as it currently is. McGreevy confirmed it is. Straus asked if there is

any Trex in the neighborhood. McGreevy wasn't sure, but Dombroski thinks Island House or LaChance has it. Motion to approve.

Motion made by Mosley, Seconded by Myers.
Voting Yea: Straus, Myers, Mosley, Dufina
Voting Abstaining: Pettit

XI. Public Comment

None.

XII. Adjournment

Motion to adjourn at 4:06 PM.

Motion made by Mosley, Seconded by Dufina.
Voting Yea: Pettit, Straus, Myers, Mosley, Dufina

Michael Straus, Chairman

Katie Pereny, Secretary

Katie Pereny

From: Allen Burt
Sent: Monday, May 13, 2024 9:04 AM
To: Katie Pereny
Subject: Planning

Dear Planning Commissioners,

Unfortunately, I have a schedule conflict and cannot join the Planning Commission meeting this month.

The changes at 2827 Cadotte for GFAK, LLC, if approved, will require 0.5 of a water (only) REU for the addition of a bedroom. I reached out to the applicant via email on Monday about this requirement.

I have had discussions with Sam Barnwell about the requirements needed before REUs could be issued for 7596 7th St. From a DPW perspective, I see no issue with granting his permit extension request.

I would like to note to the Commission we are about a year and a half from the end of the ongoing building moratorium and the REU system. Work on the wastewater plant project remains on schedule for a fall of 2026 startup. At that time, at the latest, the DPW will no longer be pacing growth on the Island as we have for over 20 years. I feel it is important that we all go into this new era with open eyes and an understanding of the possible impacts to life on Mackinac. This is a big change and I encourage all City departments, boards, and commissions to be as forward-looking as possible.

Thank you,
Allen

Allen Burt
Director of Public Works
Commander, Mackinac Marine Rescue

City of Mackinac Island Department of Public Works
Phone: 906-847-6130 Mobile: 231-412-7739
7358 Market Street, PO Box 515, Mackinac Island, MI 49757
Web: www.cityofmi.org
Email: midpw@cityofmi.org

CITY OF MACKINAC ISLAND
PLANNING COMMISSION & BUILDING DEPARTMENT
APPLICATION FOR ZONING ACTION

FEB 27 2024

www.cityofmi.org kep@cityofmi.org 906-847-6190 PO Box 455 Mackinac Island, MI 49757

APPLICANT NAME & CONTACT INFORMATION:

Corey Omey Katy Rise
KALEIDO STUDIO ARCHITECTURE, LLC SSP
971.256.3744 COmey@KaleidoPNW.com
Phone Number Email Address

Please complete both sides of application.
The Fee and five (5) copies of the application, plans and all required documents must be submitted to the Zoning Administrator fourteen (14) days prior to the scheduled Planning Commission Meeting.

Property Owner & Mailing Address (If Different From Applicant)

GFAK LLC - Katy Rise
5114 Welsheimer Road,
Harbor Springs, Mi 49740

- Is The Proposed Project Part of a Condominium Association? NO
- Is The Proposed Project Within a Historic Preservation District? NO
- Applicant's Interest in the Project (If not the Fee-Simple Owner): ARCHITECT
- Is the Proposed Structure Within Any Area That The FAA Regulates Airspace? YES, EXISTING STRUCTURE
- Is a Variance Required? NO
- Are REU's Required? How Many? NO /

Type of Action Requested:

- Standard Zoning Permit
- Special Land Use
- Planned Unit Development
- Other _____
- Appeal of Planning Commission Decision
- Ordinance Amendment/Rezoning
- Ordinance Interpretation

Property Information:

- A. Property Number (From Tax Statement): 051-630-043-00
- B. Legal Description of Property: 236/23 300/21 358/246 359/513 438/653 ASSESSOR'S PLAT OF HARRISONVILLE LOT 43
- C. Address of Property: 7547 7TH STREET 2827 Cadotte Avenue
- D. Zoning District: R-4 HARRISONVILLE
- E. Site Plan Checklist Completed & Attached: REFER TO A0.5
- F. Site Plan Attached: (Comply With Section 20.04 of the Zoning Ordinance) REFER TO A0.6
- G. Sketch Plan Attached: REFER TO PLANS
- H. Architectural Plan Attached: REFER TO SHEETS A1.1-A1.4 & A2.1 **File No. R424.043.011**
- I. Association Documents Attached (Approval of project, etc.): NA **Exhibit A**
- J. FAA Approval Documents Attached: NA
- K. Photographs of Existing and Adjacent Structures Attached: YES **Date 2-27-24**
Initials KP

Proposed Construction/Use:

- A. Proposed Construction:
 - New Building
 - Alteration/Addition to Existing Building
 - Other, Specify _____

B. Use of Existing and Proposed Structures and Land:

Existing Use (If Non-conforming, explain nature of use and non-conformity):

RESIDENTIAL APARTMENT RENTALS & EXISTING HOME

Proposed Use:

RETAIN APARTMENT RENTALS AND CONVERT EXISTING HOME INTO EMPLOYEE HOUSING

C. If Vacant:

Previous Use: N/A

Proposed Use: N/A

STATE OF MICHIGAN)
COUNTY OF MACKINAC) ss.

AFFIDAVIT

The applicant agrees that the permit applied for, if granted, is issued on the representation made herein and that the permit issued may be revoked without further notice on any breach of representation or conditions.

The applicant further understands that any permit issued on this application will not grant any right of privilege to erect any structure or to use any premises described for any purposes or in any manner prohibited by the Zoning Ordinance, or by other codes or ordinances or regulations of the City of Mackinac Island.

The Applicant further agrees to furnish evidence of the following before a permit will be granted:

- A. Proof of ownership of the property; and/or other evidence establishing legal status to use the land in the manner indicated on the application.
- B. Proof that all required federal, state, county, and city licenses or permits have been either applied for or acquired.
- C. Other information with respect to the proposed structure, use, lot and adjoining property as may be required by the Zoning Administrator in accord with provisions of the Mackinac Island Zoning Ordinance.

The Applicant further agrees to notify the Zoning Administrator when construction reaches the stage of inspection stated on the permit, if granted. Upon completion of construction to the structure(s) or land the Zoning Administrator shall inspect the premises for compliance with the Mackinac Island Zoning Ordinance and the terms of this permit. Upon determination of compliance, an occupancy permit may be issued. It is further understood that pursuant to the City of Mackinac Island Zoning Ordinance, No. 479 and amendments, adopted November 2013, unless a substantial start on the construction is made within one year, unless construction is completed within one and one-half years from the date of issuance of the permit, this permit shall come under review by the Planning Commission and may either be extended or revoked.

The undersigned affirms that he/she or they is (are) the applicant and the owner (specify: owner, Lessee, Architect/Engineer, Contractor or other type of interest) involved in the application and that the answers and statements herein attached are in all respects true and correct to the best of his, her or their knowledge and belief. The applicant hereby further affirms that he/she or they has read the foregoing and understands the same. If the applicant is other than the owner, then a notarized affidavit from the owner, giving the applicant permission to seek the requested zoning action on their behalf, shall also be submitted with this application.

Signature *KR*

KATY RISE
Please Print Name

SIGNATURES *June Campbell*
Signature

June Campbell
Please Print Name

Signed and sworn to before me on the 27 day of February, 2024.

K. RICKLEY, Notary Public
Mackinac County, State of Michigan
Acting in the County of Mackinac
My Commission Expires: 10/21/2025

K Rickley
Notary Public

Mackinac County, Michigan
My commission expires: 10/21/2025

FOR OFFICE USE ONLY

Zoning Permit Issued: _____

Inspection Record:

| | Inspection | Date | Inspector | Comments |
|----|------------|------|-----------|----------|
| 1. | | | | |
| 2. | | | | |
| 3. | | | | |

Occupancy Permit Issued _____

Revised October 2023

OFFICE USE ONLY

FILE NUMBER: _____ FEE: \$1000.00

DATE: 2.27.24 CHECK NO: _____ INITIALS: KD Revised October 2023

City of Mackinac Island

7358 Market Street
P.O. Box 455
Mackinac Island, MI 49757

Site Plan Review Checklist Please Submit With The Application for Zoning Action

As a minimum, the following information shall be included on the site plan submitted for review and processing; more complex plans may require additional information as noted.

NOTE: The engineer, architect, planner and/or designer retained to develop the site plan shall be responsible for securing a copy of the City of Mackinac Island Zoning Ordinance (Ord. No. 479, effective November 12, 2013), which can be obtained via the City's website at www.cityofmi.org.

Site plan review requirements are primarily found within Article 4, General Provisions, and Article 20, Site Plan Review of the City Zoning Ordinance. References are provided whenever possible for the section of the Zoning Ordinance that deals with a particular item. When in doubt, refer to the Zoning Ordinance directly for required information.

For further information, contact Mr. Dennis Dombroski, City Building Official/Zoning Administrator, at (906) 847-4035.

Optional Preliminary Plan Review Informational Requirements (Section 20.03)

| <u>Item</u> | <u>Provided</u> | <u>Not Provided or Applicable</u> |
|--|-------------------------------------|---------------------------------------|
| 1. Name and address of the applicant or developer, including the names and addresses of any officers of a corporation or partners of a partnership | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 2. Legal description of the property | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 3. Sketch drawings showing tentative site plans, property boundaries, placement of structures on the site, and nature of development | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

**Site Plan Informational
Requirements (Section 20.04, B and C)**

| <u>General Information</u> | <u>Provided</u> | <u>Not Provided or Applicable</u> |
|--|-------------------------------------|---------------------------------------|
| 1. Name and address of the applicant or developer, including the names and addresses of any officers of a corporation or partners of a partnership. For condominium subdivision project site plans, also include the name and address of the planner, design engineer or surveyor who designed the project layout and any interest he holds in the land. | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 2. Name and address of the individual or firm preparing the site plan | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 3. Scale of not greater than one 1 in = 20 ft for a development of not more than three acres and a scale of not less than 1 in = 100 ft for a development in excess of three acres | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 4. Legend, north arrow, scale, and date of preparation | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 5. Legal description of the subject parcel of land | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 6. Lot lines and general location together with dimensions, angles, and size correlated with the legal description of the property | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 7. Area of the subject parcel of land | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 8. Present zoning classification of the subject parcel | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 9. Written description of the proposed development operations | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 10. Written description of the effect, if any, upon adjoining lands and occupants, and any special features which are proposed to relieve any adverse effects to adjoining land and occupants | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 11. A freight hauling plan shall be shown to demonstrate how the materials, equipment, construction debris, and any trash will be transported to and from the property, what, if any motor vehicles may be needed for the project. (Applicant is responsible for ensuring frost laws do not delay necessary actions of this plan). | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

- 12. A construction staging plan shall be shown to demonstrate where and how materials, equipment, construction debris, trash, dumpsters and motor vehicles will be stored and secured during construction. This plan shall ensure the site is kept clean, show how construction debris and trash will be controlled, and how safety issues will be secured including any necessary fencing or barriers that will be needed.
- 13. Proposed construction start date and estimated duration of construction.
- 14. Other information pertinent to the proposed development, specifically required by the Zoning Ordinance, and/or as may be determined necessary by the City Planning Commission

Natural Features

Provided

Not Provided or Applicable

- 15. Location of natural features such as wood lots, streams, wetlands, unstable soils, bluff lines, rock outcroppings, and similar features (see also Section 4.26)
- 16. Topography of the site with at least two- to five-foot contour intervals
- 17. Proposed alterations to topography or other natural features
- 18. Earth-change plans, if any, as required by state law

Physical Features

Provided

Not Provided or Applicable

- 19. Location of existing manmade features on the site and within 100 feet of the site
- 20. Location of existing and proposed principal and accessory buildings, including proposed finished floor and grade line elevations, height of buildings, size of buildings (square footage of floor space), and the relationship of buildings to one another and to any existing structures on the site
- 21. For multiple family residential development, a density schedule showing the number of dwelling units per acre, including a

dwelling schedule showing the unit type and number of each such units

- | | | |
|--|-------------------------------------|-------------------------------------|
| 22. Existing and proposed streets, driveways, sidewalks and other bicycle or pedestrian circulation features | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 23. Location, size and number of on-site parking areas, service lanes, parking and delivery or loading areas (see also Section 4.16) | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 24. Location, use and size of open spaces together with landscaping, screening, fences, and walls (see also Section 4.09 and Section 4.21) | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 25. Description of Existing and proposed on-site lighting (see also Section 4.27) | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

Utility Information

Provided

Not Provided or Applicable

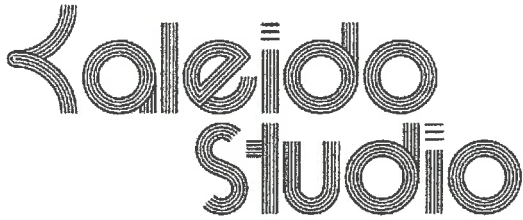
- | | | |
|--|--------------------------|-------------------------------------|
| 26. Written description of the potential demand for future community services, together with any special features which will assist in satisfying such demand | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 27. Proposed surface water drainage, sanitary sewage disposal, water supply and solid waste storage and disposal (see also Section 4.13) | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 28. Location of other existing and proposed utility services (i.e., propane tanks, electrical service, transformers) and utility easements (see also Section 4.13) | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 29. Written description and location of stormwater management system to be shown on a grading plan, including pre- and post-site development runoff calculations used for determination of stormwater management, and location and design (slope) of any retention/detention features (see also Section 4. | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

**Site Plan Informational (Demolition)
Requirements (Section 20.04, D)**

| <u>Demolition</u> | <u>Provided</u> | <u>Not Provided or Applicable</u> |
|---|--------------------------|---------------------------------------|
| 1. Site plan of property where demolition is going to take place. This plan shall include structure(s) being demolished, location of utilities, septic tanks, an itemized statement of valuation of demolition and restoration work to be performed, or other such items as may be required by the building official. | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 2. Copy of asbestos survey if required by EGLE or other state department. | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 3. Results of a pest inspection and, if necessary, a pest management plan. | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 4. Plans for restoring street frontage improvements (curb closure, sidewalk replacement, street patch, or other items as required by the building official). These items will not be required if building permits for redevelopment have been applied for or if redevelopment is planned within six months. In such case, the cash bond will be held until building permits for redevelopment are issued or improvements are complete. Completion shall not be deferred more than six months. Temporary erosion control and public protection shall be maintained during this time. | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 5. A written work schedule for the demolition project. Included in this may be, but are not limited to, street closures, building moving dates, right-of-way work, or other items as required by the building official. | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 6. Acknowledgment that if any unknown historic or archeological remains discovered while accomplishing the activity authorized by a permit granted by the City, all work must immediately stop and notification of what was discovered must be made by the applicant to the City as well as any other required offices. The City will initiate the Federal and state coordination required to determine if the remains warrant a recovery effort or if the site is eligible for listing in the National Register of Historic Places. | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

**Architectural Review
Informational Requirements (Section 18.05)**

| <u>Item</u> | <u>Provided</u> | <u>Not Provided or Applicable</u> |
|---|-------------------------------------|---------------------------------------|
| 1. Name and address of the applicant or developer, including the names and addresses of any officers of a corporation or partners of a partnership | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 2. Legal description of the property | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 3. Drawings, sketches and plans showing the architectural exterior features, heights, appearance, color and texture of the materials of exterior construction and the placement of the structure on the lot, and any additional information determined necessary by the planning commission to determine compliance with the architectural standards (see also Section 18.06) | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 4. Photographs of existing site conditions, including site views, existing buildings on the site, streetscape views in all directions, and neighboring buildings within 150 feet of the site. | <input checked="" type="checkbox"/> | <input type="checkbox"/> |



Section IX, Itema.



LETTER OF INTENT FOR WORKER HOUSING

February 23, 2024

Dear Dennis,

We are writing to present the project narrative outlining our intention to legalize a portion of the existing structure located at 7547 7th Street and 2827 Cadotte Ave into code-compliant employee housing through the Planning Commission & Building Department application for zoning action, per attached.

The residences have historically served as employee housing by the previous owner, but without proper planning approval, potentially with non-permitted or non-inspected work and unknown licensure. Following the planning committee review and approval, we intend to apply for a building permit for completion of the conversion of the residence at 2827 Cadotte Ave into two apartments and for the addition of a bedroom in the one-story cottage at 7547 7th Street for conversion to employee housing.

The new current co-owner of the site intends to continue to be a year-round resident of the upper-level apartment, and the lower-level apartment will be rented to a long-term year-round employee. The intent is to have up to four seasonal employees housed in the one-story cottage with a basement shown in the attached plans.

We believe the proposed use will meet the intent of all relevant zoning codes and regulations as shown in the attached drawings.

We understand the planning commission review is the first step to obtaining a license for these uses per section 10-134 of Mackinac Island Zoning Code. Thank you for considering our proposal. We look forward to the next steps and presenting virtually at the upcoming planning meeting.

Sincerely,

Corey Omev & Scott Dufreche
Kaleido Studio Architecture, LLC
Formerly Known as EMA Architecture, LLC
1661 SE 3rd Avenue, Suite D #201
Portland, OR 97214
503.224.1282

File No. R424-043-011
Exhibit B
Date 2-27-24
Initials KP

CODE SUMMARY

SITE

ADDRESS: 7547 7TH STREET
MACKINAC ISLAND, MI 49757

PARCEL NUMBER: 051-630-043-00

ZONING: R-4 HARRISONVILLE RESIDENTIAL
OVERLAY: N/A

BUILDING SETBACKS:

FRONT: 25 FT MIN
SIDE: 5 FT MIN / 10 FT MIN OTHER
REAR: 25 FT MIN

SITE AREA: 12,590 SF

BUILDING COVERAGE: 16%

BUILDING & AREA SUMMARY

(E) COTTAGE AREA

1ST FLOOR: ±870 SF
UNFINISHED BASEMENT: ±850 SF
TOTAL: 1720 SF

(E) APARTMENT AREA

1ST FLOOR: ±764 SF
2ND FLOOR: ±780 SF
LOFT: ±140 SF OCCUPIABLE
UNFINISHED GARAGE: ±153 SF
TOTAL: 1837 SF

(E) IMPERVIOUS AREA: ± 2000 SF (17% SITE AREA, 40% MAX)
NO CHANGE PROPOSED

CONSTRUCTION TYPE: VB

FIRE PROTECTION SYSTEM: NONE EXISTING
NFA 13-R FOR FLOW PROPOSED
NFA 13 FOR COVERAGE IN ATTIC

STORIES: 1 BELOW GRADE PLANE, 1 ABOVE GRADE PLANE
2 ABOVE GRADE PLANE + MEZZANINE LOFT (2.5)

HEIGHT: 35 FT MAX / 2 1/2 STORIES MAX
PROPOSED HEIGHT PER A3.1

NO PROPOSED CHANGES TO SITE
DRAINAGE, UTILITY SERVICES, OR
WASTE STORAGE & DISPOSAL

PROPOSED 3' - 0" WIDE
LANDSCAPE BUFFER W/
(E) 6' - 7" TALL FENCE

LANDSCAPE BUFFER
PER SECTION 4.09

(E) TWO-STORY
STRUCTURE IS IN BUFFER
ZONE

ADJACENT HOME

INCLUDE BUFFER W/
PROPOSED PLANTING &
(E) FENCE

ACCESS FOR ADJACENT HOME

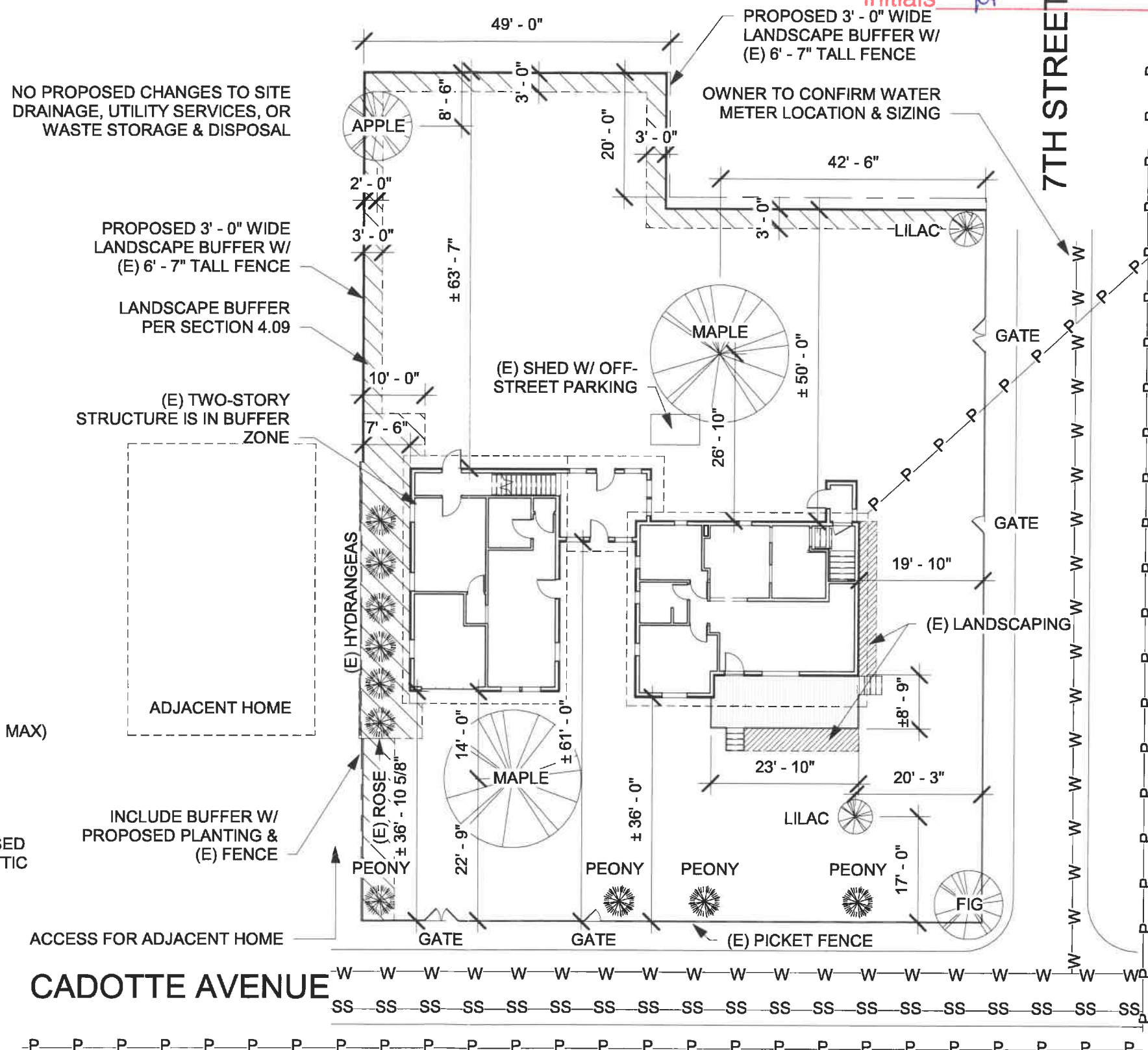
CADOTTE AVENUE

File No. R424-043-011

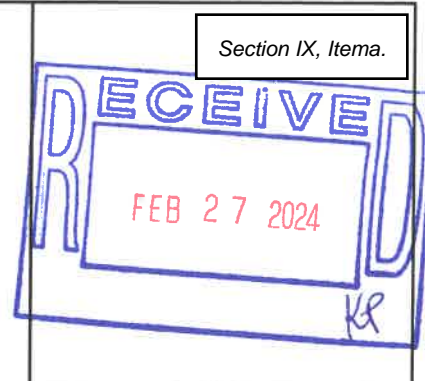
Exhibit C

Date 2-27-24

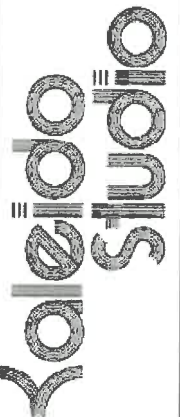
Initials KP



1 SITE PLAN PROPOSED
1" = 20'-0"



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MACKINAC ISLAND, MI 49757

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A0.6 19

OWNERS
 GFAK LLC
 5114 WELSHEIMER ROAD
 HARBOR SPRINGS, MI 49740
 june.hetman@gmail.com

ARCHITECT
 KALEIDO STUDIO ARCHITECTURE, LLC
 1661 SE 3RD AVE, SUITE D #201
 PORTLAND, OR 97214
 OFFICE: 503.224.1282
 COREY OMEY, PROJECT ARCHITECT
 comey@EMAarchitecture.com
 SCOTT DUFRECHE, PROJECT MANAGER
 sdufreche@EMAarchitecture.com

CONTRACTOR
 TBD

STRUCTURAL ENGINEER
 TBD

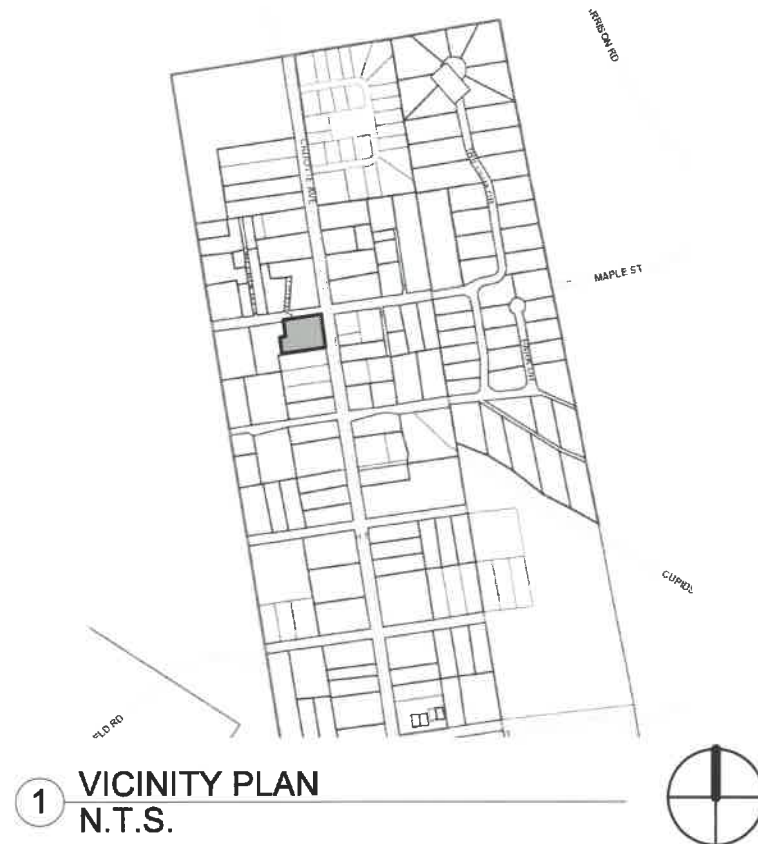
MEP
 BIDDER DESIGN

ATTACHMENTS:
 • N/A

BIDDER DESIGN BY SEPARATE TRADE PERMIT

THE FOLLOWING WILL BE DESIGN BUILD BY DESIGN/BUILD CONTRACTORS TO BE SELECTED. CONTRACTOR SHALL ISSUE FOR SEPARATE PERMIT AFTER REVIEW AND APPROVAL OF DESIGN CONCEPT BY ARCHITECT AND OWNER: DESIGN BUILD CONTRACTOR IS RESPONSIBLE FOR DESIGN, DRAWINGS, AND CALCULATIONS AS REQUIRED FOR PERMIT AND CODE COMPLIANT INSTALLATION / CONSTRUCTION.

- ELECTRICAL - ELEC METER, TYP OUTLETS, SWITCHES, LIGHTING
- PLUMBING - NFPA-13 R SPRINKLER SYSTEM



SCOPE

FINALIZE AND CONVERT (E) COTTAGE HOME TO CODE-COMPLIANT WORKER HOUSING.

File No. R424-043-011

Exhibit D

Date 2-27-24

Initials HP

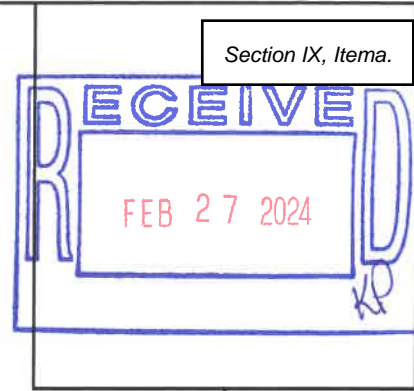
SHEET INDEX

ARCHITECTURAL

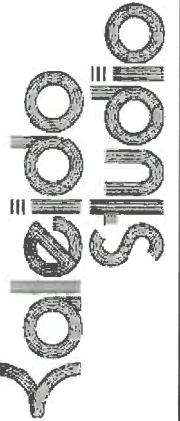
- A0.0 COVER
- A0.1 GENERAL NOTES & ABBREVIATIONS
- A0.2 LIFE SAFETY
- A0.3 LIFE SAFETY
- A0.4 LIFE SAFETY
- A0.5 CODE SUMMARY
- A0.6 SITE PLAN
- A1.1 EXISTING FLOOR PLANS
- A1.2 EXISTING FLOOR PLANS
- A1.3 EXISTING FLOOR PLANS
- A1.4 EXISTING FLOOR PLANS
- A2.1 PROPOSED FLOOR PLANS
- A4.1 EXTERIOR ELEVATIONS
- A4.2 EXTERIOR ELEVATIONS
- A4.3 EXTERIOR ELEVATIONS
- A9.0 EXTERIOR IMAGES
- A9.1 LANDSCAPING
- A9.2 COTTAGE INTERIOR
- A9.3 NEIGHBORING PROPERTIES

REFERENCED CODES

- STATE 2015 MICHIGAN RESIDENTIAL CODE
- LOCAL MACKINAC ISLAND CODE OF ORDINANCES



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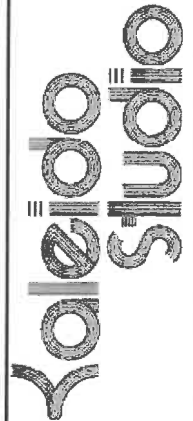
GENERAL NOTES

1. BEFORE CONSTRUCTION IS TO BEGIN, THE CONTRACTOR IS TO VERIFY THAT ALL REQUIRED APPROVALS & PERMITS HAVE BEEN OBTAINED. THE CONSTRUCTION OR FABRICATION OF ANY BUILDING COMPONENT MAY BEGIN ONLY AFTER THE CONTRACTOR HAS RECEIVED PLANS & ANY ADDITIONAL DOCUMENTS FROM THE PERMITTING & OTHER REGULATORY AGENCY. IF THE CONTRACTOR FAILS TO DO SO, THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY RESULTING MODIFICATION OF WORK REQUIRED BY ANY REGULATORY AGENCY.
2. IF DISCREPANCIES OR INCONSISTENCIES ARE FOUND WITHIN THE DOCUMENTS, THEY SHALL BE REPORTED TO THE ARCHITECT & RESOLVED BY THE ARCHITECT PRIOR TO PROCEEDING WITH WORK IN THE AFFECTED AREA.
3. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO VERIFY IN THE FIELD ALL DIMENSIONS, ELEVATIONS, & EXISTING CONDITIONS PRIOR TO PROCEEDING WITH THE WORK, ORDERING OR FABRICATION OF ANY MATERIALS. IF DISCREPANCIES ARE FOUND BETWEEN THE CONSTRUCTION DOCUMENTS & EXISTING CONDITIONS, THEY SHALL BE REPORTED TO THE ARCHITECT & RESOLVED BY THE ARCHITECT PRIOR TO PROCEEDING WITH WORK IN THE AFFECTED AREA.
4. DIMENSIONS ARE TO FACE OF STRUCTURAL OR FRAMING MEMBERS, U.N.O.
5. WHERE IT IS CLEAR THAT A DRAWING REPRESENTS ONE ITEM OF A NUMBER, OR ONLY A PART OF AN ASSEMBLY, THE OTHER WORK SHALL BE CONSTRUCTED REPETITIVELY.

ABBREVIATIONS

| | | | |
|--------------|----------------------|--------|---------------------------------------|
| AFF | ABOVE FINISHED FLOOR | MAX | MAXIMUM |
| ALUM | ALUMINUM | MECH | MECHANICAL |
| ANOD | ANODIZED | MEMBR | MEMBRANE |
| BOT | BOTTOM | MIN | MINIMUM |
| B.O. | BOTTOM OF | NIC | NOT IN CONTRACT |
| CJ | CONTROL JOINT | NO | NUMBER |
| CLNG | CEILING | NOM | NOMINAL |
| CLR | CLEAR | OC | ON CENTER |
| COL | COLUMN | OFCI | OWNER FURNISHED, CONTRACTOR INSTALLED |
| CONC | CONCRETE | PL | PROPERTY LINE |
| DBL | DOUBLE | PLY | PLYWOOD |
| DIA | DIAMETER | PT | PRESSURE TREATED |
| DIM | DIMENSION | PTD | PAINTED |
| DN | DOWN | RB | RUBBER BASE |
| DS | DOWNSPOUT | RCP | REFLECTED CEILING PLAN |
| DWG | DRAWING | RD | ROOF DRAIN |
| EA | EACH | REQD | REQUIRED |
| EJ | EXPANSION JOINT | RM | ROOM |
| EL | ELEVATION | SIM | SIMILAR |
| ELEC | ELECTRICAL | SPEC | SPECIFIED OR SPECIFICATION |
| EP | ELECTRICAL PANEL | SS | STAINLESS STEEL |
| EQ | EQUAL | STL | STEEL |
| EXIST OR (E) | EXISTING | STRUCT | STRUCTURE OR STRUCTURAL |
| EXT | EXTERIOR | T&G | TONGUE AND GROOVE |
| FD | FLOOR DRAIN | T.O. | TOP OF |
| FIXT | FIXTURE | TOC | TOP OF CONCRETE |
| FLR | FLOOR | TOS | TOP OF STEEL |
| FO | FACE OF | TYP | TYPICAL |
| FDN | FOUNDATION | UNO | UNLESS NOTED OTHERWISE |
| GA | GAUGE | VIF | VERIFY IN FIELD |
| GALV | GALVANIZED | W/ | WITH |
| GWB/GYP BD | GYPSTUM WALL BOARD | WD | WOOD |
| HB | HOSE BIB | | |
| INSUL | INSULATION | | |
| INT | INTERIOR | | |

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MACKINAC ISLAND CODES

SEC. 10-112. - REQUIRED EQUIPMENT AND FACILITIES.

(A) WATER CLOSET; LAVATORY BASIN; BATHTUB OR SHOWER. AT LEAST ONE FLUSH WATER CLOSET, LAVATORY BASIN AND BATHTUB OR SHOWER, PROPERLY CONNECTED TO A WATER AND SEWER SYSTEM APPROVED BY THE HEALTH OFFICER AND IN GOOD WORKING CONDITION, SHALL BE SUPPLIED FOR EACH EIGHT PERSONS OR FRACTION THEREOF RESIDING WITHIN A ROOMINGHOUSE, INCLUDING MEMBERS OF THE OPERATOR'S FAMILY WHENEVER THEY SHARE THE USE OF SUCH FACILITIES, PROVIDED:

- (1) IN A ROOMINGHOUSE WHERE ROOMS ARE LET ONLY TO MALES, FLUSH URINALS MAY BE SUBSTITUTED FOR NOT MORE THAN HALF THE REQUIRED NUMBER OF WATER CLOSETS AND PROVIDED THAT THERE SHALL BE AT LEAST ONE WATER CLOSET.
- (2) ALL SUCH FACILITIES SHALL BE SO LOCATED WITHIN THE DWELLING AS TO BE REASONABLY ACCESSIBLE TO ALL PERSONS SHARING SUCH FACILITIES AND FROM A COMMON HALL OR PASSAGEWAY AND PROVIDED THAT SUCH FACILITIES ARE NOT LOCATED MORE THAN ONE FLOOR ABOVE OR BELOW THE ROOMING UNIT OR UNITS SERVED.
- (3) EVERY LAVATORY BASIN AND BATHTUB OR SHOWER STALL BE SUPPLIED WITH HEATED AND UNHEATED WATER UNDER PRESSURE AT ALL TIMES.
- (4) IF THE ROOMINGHOUSE HAS ONLY ONE BATHROOM FOR USE BY THE OCCUPANTS OF THE ROOMING UNITS, SUCH BATHROOM SHALL NOT BE LOCATED BELOW GRADE.
- (5) EVERY WATER CLOSET MUST BE LOCATED IN A ROOM, OR STALL IN A ROOM, THAT AFFORDS PRIVACY, AND EVERY BATHING FACILITY MUST BE LOCATED IN A ROOM THAT AFFORDS PRIVACY.

(B) HEATING FACILITIES. EVERY DWELLING USED DURING THE WINTER SHALL HAVE HEATING FACILITIES WHICH ARE PROPERLY INSTALLED AND MAINTAINED IN A SAFE AND GOOD WORKING CONDITION AND CAPABLE OF HEATING ALL HABITABLE ROOMS WITHIN THE DWELLING, UNDER ORDINARY WINTER CONDITIONS, TO AT LEAST 70 DEGREES FAHRENHEIT.

(C) WINDOWS. EVERY HABITABLE ROOM OF A DWELLING SHALL HAVE ONE OR MORE WINDOWS WITH A MINIMUM GLASS AREA EQUAL TO AT LEAST TEN PERCENT OF THE FLOOR AREA OF THE ROOM, WITH 45 PERCENT OF THAT MINIMUM GLASS AREA CAPABLE OF BEING OPENED. THE WINDOWS SHALL FACE DIRECTLY TO THE OUTDOORS.

(D) MEANS OF EGRESS. EVERY DWELLING UNIT SHALL HAVE TWO SAFE, UNOBSTRUCTED MEANS OF EGRESS LEADING TO A SAFE AND OPEN SPACE AT GROUND LEVEL.

SEC. 10-113. - MAINTENANCE.

(A) FOUNDATION, WALLS, ROOF, ETC.; SCREENS. EVERY FOUNDATION, FLOOR, WALL, WINDOW, CEILING AND ROOF OF A DWELLING SHALL BE REASONABLY WATERTIGHT, WEATHERTIGHT AND VERMINPROOF; SHALL BE CAPABLE OF AFFORDING PRIVACY; AND SHALL BE KEPT IN GOOD REPAIR. SCREENS SHALL BE PROVIDED AND KEPT IN GOOD REPAIR, FROM APRIL 1 TO NOVEMBER 1, ON ALL OPENABLE DOORS AND WINDOWS.

(B) PLUMBING FIXTURES; PIPES. EVERY PLUMBING FIXTURE OF A DWELLING, AND WATER AND WASTE PIPE, SHALL BE PROPERLY INSTALLED AND MAINTAINED IN GOOD SANITARY WORKING CONDITION, FREE FROM DEFECTS, LEAKS AND OBSTRUCTION.

(C) MAINTAIN IN SATISFACTORY WORKING CONDITION. EVERY SUPPLIED FACILITY, PIECE OF EQUIPMENT OR UTILITY OF A DWELLING SHALL BE SO CONSTRUCTED AND INSTALLED THAT IT WILL FUNCTION SAFELY AND EFFECTIVELY AND SHALL BE MAINTAINED IN A SATISFACTORY WORKING CONDITION.

(D) FITNESS FOR HUMAN OCCUPANCY. NO PERSON SHALL OCCUPY OR LET TO ANY OTHER OCCUPANT ANY DWELLING UNIT UNLESS IT IS CLEAN, SANITARY AND FIT FOR HUMAN OCCUPANCY.

(E) SUBSTANDARD DWELLINGS PROHIBITED. NO ROOMINGHOUSE AND/OR BOARDINGHOUSE SHALL BE A SUBSTANDARD DWELLING, AND NO ROOMINGHOUSE AND/OR BOARDINGHOUSE SHALL BE PERMITTED TO CONTINUE IN BUSINESS WITH CONDITIONS PRESENT, AS DEFINED UNDER SECTION 10-71.

(ORD. NO. 224, ART. VI, § 6, ART. VII, §§ 1—4, 6-2-1976)

SEC. 10-114. - SPACE, USE AND LOCATION.

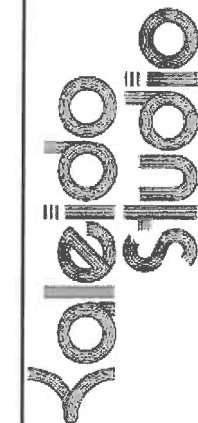
(A) FLOOR SPACE; CEILING HEIGHT; NUMBER OF OCCUPANTS. EVERY ROOMING UNIT SHALL COMPLY WITH ALL THE REQUIREMENTS OF THE FOLLOWING PERTAINING TO A HABITABLE ROOM:

- (1) EVERY ROOMING UNIT OCCUPIED BY ONE PERSON SHALL CONTAIN AT LEAST 85 SQUARE FEET OF FLOOR SPACE; EVERY ROOMING UNIT OCCUPIED BY TWO TO FOUR PERSONS SHALL CONTAIN AT LEAST 50 SQUARE FEET OF FLOOR SPACE PER OCCUPANT; AND EVERY ROOM UNIT OCCUPIED BY FIVE OR SIX PERSONS SHALL CONTAIN AT LEAST 70 SQUARE FEET PER OCCUPANT. NO ROOMING UNIT SHALL CONTAIN MORE THAN SIX PERSONS.
- (2) AT LEAST HALF OF EVERY HABITABLE ROOM SHALL HAVE A CEILING HEIGHT OF AT LEAST SEVEN FEET. NO FLOOR SPACE IN A HABITABLE ROOM THAT DOES NOT HAVE AT LEAST FIVE FEET CLEAR FLOOR-TO-CEILING HEIGHT MAY BE UTILIZED IN DETERMINING MINIMUM FLOOR SPACE.

(B) CELLAR OR BASEMENT SPACE. NO CELLAR OR BASEMENT SPACE LOCATED PARTIALLY OR WHOLLY UNDER GROUND AND HAVING HALF OR MORE THAN HALF OF ITS CLEAR FLOOR-TO-CEILING HEIGHT BELOW THE AVERAGE GRADE OF ADJOINING GROUND SHALL BE USED AS A DWELLING UNIT UNLESS:

- (1) THE FLOORS AND WALLS ARE IMPERVIOUS TO LEAKAGE OF UNDERGROUND AND SURFACE RUNOFF WATER, AND ARE INSULATED AGAINST DAMPNESS.
- (2) THE TOTAL WINDOW AREA IN EACH ROOM IS EQUAL TO TEN PERCENT OF THE FLOOR AREA OF SUCH ROOM, WITH 45 PERCENT OF THE MINIMUM GLASS AREA CAPABLE OF BEING OPENED. SUCH WINDOW AREA SHALL BE ENTIRELY ABOVE THE ADJOINING GRADE.

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Portland, OR 97214
www.kaleidopriv.com

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ARTICLE IV. - RENTAL HOUSING

SEC. 10-131. - PURPOSE.

THE PURPOSE OF THIS ARTICLE IS TO PROVIDE INSPECTION, REGULATION AND LICENSING OF RENTAL HOUSING ACCOMMODATIONS ON MACKINAC ISLAND, INTENDING TO BENEFIT THE OCCUPANTS THEREOF THROUGH BETTER ENFORCEMENT OF BUILDING AND LIFE SAFETY CODE REQUIREMENTS AND BY REGULATION OF THE ACTIVITIES THAT OCCUR WITHIN SUCH HOUSING ACCOMMODATIONS.

SEC. 10-132. - SCOPE.

BRIEF VISUAL INSPECTION OF EACH RENTAL PREMISE WITH THE PRIMARY PURPOSE OF THE INSPECTION BEING THE IDENTIFICATION AND/OR CORRECTION OF VISIBLE CONDITIONS THAT VIOLATE APPLICABLE CITY ORDINANCES AND PRESENT A DANGER TO THE HEALTH, SAFETY AND WELFARE OF THE OCCUPANTS OF THE PREMISES AND THE COMMUNITY IN GENERAL.

SEC. 10-134. - LICENSING.

(A) NO OWNER, OR OWNER'S AGENT, SHALL ALLOW ANOTHER PERSON TO OCCUPY A RENTAL UNIT WITHOUT A LICENSE TO DO SO PURSUANT TO THIS ARTICLE.

(B) ALL RENTAL UNIT LICENSES SHALL EXPIRE ON MAY 1ST OF THE CALENDAR YEAR FOLLOWING ISSUANCE OF THE LICENSE.

(C) ANY OWNER DESIRING TO UTILIZE OR OPERATE A RENTAL UNIT SHALL FILE AN APPLICATION FOR A LICENSE WITH THE CITY CLERK BY WAY OF A WRITTEN APPLICATION ON A FORM APPROVED BY THE CITY COUNCIL AND ANY SAID APPLICATION SHALL BE APPROVED IF ALL OF THE FOLLOWING APPLY:

(1) THE INSPECTOR(S) HAVE COMPLETED THE INSPECTION CHECKLIST ADOPTED BY THE CITY COUNCIL WITH A DETERMINATION THAT THE CONDITIONS COVERED BY THE CHECKLIST ARE SATISFACTORY.

(2) THE OWNER'S PREVIOUS LICENSE IS NOT IN A PERIOD OF REVOCATION PURSUANT TO SECTION 10-136.

(3) OWNER HAS PAID THE APPROPRIATE LICENSE FEE FOR EACH RENTAL UNIT.

(4) THE NAME, ADDRESS AND TELEPHONE NUMBER OF A LOCAL DESIGNATED AGENT WHO SHALL RESIDE WITHIN THE CITY OF MACKINAC ISLAND ON A YEAR ROUND BASIS.

(5) THE APPROPRIATE CITY OFFICIAL(S) HAS INSPECTED THE PREMISES AND DETERMINED THAT ALL ORDINANCES, LAWS, AND BUILDING AND LIFE SAFETY CODE REQUIREMENTS APPEAR TO BE IN COMPLIANCE. THE CITY OFFICIAL SHALL CONSIST OF THE POLICE CHIEF, THE FIRE CHIEF AND THE BUILDING INSPECTOR, OR THEIR DESIGNEES, OR ANY COMBINATION THEREOF. SAID DETERMINATION WILL GENERALLY BE MADE UPON INSPECTION OF EACH RENTAL UNIT, BUT IF THE INSPECTION CANNOT OCCUR WITHIN A REASONABLE TIME DUE TO THE ANTICIPATED SEASONAL INFLUX OF APPLICATIONS, THE CITY COUNCIL MAY ISSUE THE LICENSE BASED ON WRITTEN REPRESENTATION BY THE OWNER THAT THE UNIT IS IN COMPLIANCE WITH ALL BUILDING AND LIFE SAFETY CODE REQUIREMENTS AND THAT SAID REPRESENTATION BE BASED ON CREDIBLE INFORMATION. IN SUCH CASES, THE INSPECTION WILL BE SCHEDULED AND COMPLETED AS SOON AS POSSIBLE WITH PRIOR NOTICE GIVEN TO THE OWNER OF NOT LESS THAN 48 HOURS THAT THE CITY INSPECTION WILL TAKE PLACE. IF THE CITY INSPECTION REVEALS CODE VIOLATIONS OF A NATURE THAT THE INSPECTOR BELIEVES COULD BE LIFE THREATENING, THE LICENSE SHALL BE IMMEDIATELY REVOKED, CONSISTENT WITH THE PROCEDURE SET FORTH IN SECTION 10-136 HEREOF. IF THE VIOLATIONS ARE NOT OF A LIFE THREATENING NATURE, THE LICENSEE SHALL BE GIVEN A REASONABLE TIME PERIOD IN WHICH TO CORRECT THE DEFECTS BEFORE REVOCATION WOULD OCCUR.

(6) THE OWNER HAS PROVIDED A COPY OF A FLOOR PLAN ON 8½ x 11 SIZE PAPER DEPICTING ALL RELEVANT INFORMATION FOR EMERGENCY EVACUATION, INCLUDING BUT NOT LIMITED TO, ROOMS, STAIRWAYS AND PATH OF EGRESS, WHICH WILL BE DISPLAYED IN EVERY SLEEPING ROOM.

(D) ANY LICENSE ISSUED PURSUANT TO THIS ARTICLE SHALL BE NONTRANSFERABLE AND SHALL EXPIRE UPON ANY TRANSFER OF OWNERSHIP.

(E) THE RENTAL UNIT SHALL BE CONSIDERED TO INCLUDE ALL UNITS LOCATED ON A CONTIGUOUS PARCEL OF LAND UNDER COMMON OWNERSHIP AND CONTROL.

SEC. 10-135. - RULES OF OPERATION.

A LICENSEE SHALL OPERATE THE LICENSED RENTAL UNIT IN ACCORDANCE WITH THE FOLLOWING RULES:

(1) NOISE FROM THE LICENSED PROPERTY SHALL BE HELD TO A MINIMUM SUCH THAT NOISE EMANATING FROM CONGREGATIONS OF PEOPLE, MUSIC, FIREWORKS AND OTHER SOURCES MUST BE IN KEEPING WITH RESIDENTIAL NEIGHBORHOODS.

(2) THE LICENSED PREMISES MUST BE MAINTAINED FREE FROM LITTER AND DEBRIS.

(3) THAT THE PREMISES BE UTILIZED ONLY IN COMPLIANCE WITH THE REPRESENTATIONS MADE BY THE OWNER ON THE APPLICATION FOR LICENSE, INCLUDING BUT NOT LIMITED TO THE AREAS OF THE UNIT TO BE OCCUPIED AND THE NUMBER OF OCCUPANTS UTILIZING THE UNIT.

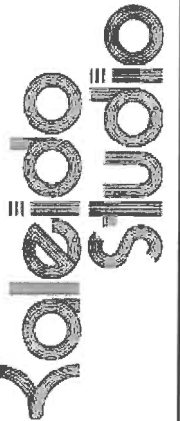
(4) THAT THE PREMISES BE UTILIZED AND MAINTAINED IN COMPLIANCE WITH ALL LOCAL ORDINANCES, STATE AND FEDERAL LAWS, SPECIFICALLY THE NFPA LIFE SAFETY CODE.

(5) EACH LICENSED PREMISES SHALL POST A MAP SHOWING ALL EXIT ROUTES FROM THE BUILDING ON THE INSIDE OF THE DOOR OF EACH SLEEPING ROOM.

SEC. 10-136. - PENALTY.

IN THE EVENT A LICENSEE OPERATES A RENTAL UNIT WITHOUT A LICENSE, THE OWNER SHALL BE RESPONSIBLE FOR A CIVIL INFRACTION AND UPON FINDING OF RESPONSIBILITY BY A COURT OF COMPETENT JURISDICTION, THE VIOLATION SHALL BE PUNISHABLE BY A FINE OF NOT MORE THAN \$500.00 FOR EACH OFFENSE PLUS THE COSTS OF ACTION, INCLUDING ALL DIRECT AND INDIRECT EXPENSES INCURRED BY THE CITY IN THE ADMINISTRATION OF SAID ACTION. EACH DAY OF OPERATION WITHOUT A LICENSE SHALL BE CONSIDERED A SEPARATE OFFENSE.

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ARTICLE 7A. - "R-4" HARRISONVILLE RESIDENTIAL

SECTION 7A.02 - PERMITTED USES R-4.

SINGLE-FAMILY AND TWO-FAMILY RESIDENTIAL DWELLINGS AND ACCESSORY BUILDINGS ARE PERMITTED IN THIS DISTRICT.

SECTION 7A.03 - SPECIAL LAND USES.

THE FOLLOWING USES ARE PERMITTED BY SPECIAL LAND USE APPROVAL OF THE PLANNING COMMISSION, PROVIDED THAT THEY ARE IN COMPLIANCE WITH THE STANDARDS THAT FOLLOW AND THE PROCEDURES AND STANDARDS IN ARTICLE 19:

A.MULTIPLE-FAMILY RESIDENTIAL, PROVIDED:

- 1.THAT A LANDSCAPE BUFFER IS PROVIDED ALONG ALL PROPERTY BOUNDARIES, WHICH ABUT SINGLE-FAMILY OR TWO-FAMILY RESIDENTIAL USES, IN ACCORDANCE WITH THE REQUIREMENTS OF SECTION 4.09.
- 2.THAT THE MULTIPLE-FAMILY USE AND/OR STRUCTURE COMPLIES WITH ALL OTHER DISTRICT REGULATIONS.

B.BOARDINGHOUSE, PROVIDED:

- 1.THAT A LANDSCAPE BUFFER IS PROVIDED ALONG ALL PROPERTY BOUNDARIES, WHICH ABUT RESIDENTIAL USES, IN ACCORDANCE WITH THE REQUIREMENTS OF SECTION 4.09.
- 2.THAT OFF-STREET BICYCLE PARKING BE PROVIDED FOR EACH TENANT OR GUEST RESIDING AT OR VISITING THE BOARDINGHOUSE DURING THE TOURIST SEASON (MEMORIAL DAY THROUGH LABOR DAY).
- 3.THAT THE BOARDINGHOUSE USE AND/OR STRUCTURE COMPLIES WITH ALL OTHER DISTRICT REGULATIONS.

SECTION 7A.04 - AREA, BULK, HEIGHT, LOT COVERAGE, AND DENSITY REQUIREMENTS.

A.LOT SIZE. 10,000 SF MIN

B.BUILDINGS, AND STRUCTURES SHALL BE SETBACK FROM PROPERTY LINES AS FOLLOWS:

- 1.FRONT YARD. 25' - 0" MIN OR IN LINE W/ ADJACENT
- 2.SIDE YARD. 5'-0" MIN ONE SIDE, 10'-0" MIN OTHER
- 3.REAR YARD. 25' - 0" MIN

C.NO PRINCIPAL BUILDING SHALL BE LESS THAN 12 FEET IN HEIGHT, NOR SHALL ANY BUILDING EXCEED 35 FEET, OR 2½ STORIES, IN HEIGHT.

D. 40% MAX IMPERVIOUS SURFACE

E.MAX 10 DWELLING UNITS PER ACRE.

FOR USE AS A BOARDINGHOUSE, THE MAXIMUM ALLOWABLE DENSITY SHALL BE ONE OCCUPANT PER 500 SQUARE FEET OF LOT AREA WITHIN WHICH THE BUILDING IS PLACED. (12,590 / 500 SF PER OCC = ±25 OCC)

AN OCCUPANT IS A PERSON WHO OCCUPIES A BED OR SLEEPING AREA WITHIN THE BUILDING FOR ONE OR MORE OVERNIGHT PERIODS. IN THE EVENT THE BUILDING CONTAINS BOTH FAMILY RESIDENTIAL USE AND BOARDINGHOUSE USE (NONFAMILY RESIDENTIAL USE), THE ONE OCCUPANT PER 500 SQUARE FEET OF LOT AREA DENSITY LIMITATION SHALL APPLY TO THE ENTIRE BUILDING.

SECTION 4.09 - LANDSCAPE BUFFERS.

UPON ANY IMPROVEMENT FOR WHICH A SITE PLAN IS REQUIRED, A LANDSCAPE BUFFER SHALL BE CONSTRUCTED ALONG ALL ADJOINING BOUNDARIES BETWEEN A PROPERTY ZONED C OR HB DISTRICT AND ANY PROPERTY ZONED R-1, R-3, R-4 OR CD DISTRICT. A LANDSCAPE BUFFER MAY ALSO BE REQUIRED AS A CONDITION OF APPROVAL FOR SITE PLANS, SPECIAL LAND USES, PLANNED UNIT DEVELOPMENTS, OR AS DIRECTLY STATED AS A REQUIREMENT OF A PARTICULAR ZONING DISTRICT. THE FOLLOWING REQUIREMENTS SHALL APPLY:

A.LANDSCAPE BUFFERS SHALL HAVE A MINIMUM WIDTH OF TEN FEET AND SHALL BE PLANTED WITH GRASS, GROUND COVER, SHRUBBERY, OR OTHER SUITABLE PLANT MATERIAL. THE LOCATION, PLACEMENT, SPACING AND TYPES OF PLANT MATERIALS WILL BE SUCH THAT AN EFFICIENT HORIZONTAL AND VERTICAL OBSCURING OR SCREENING EFFECT BETWEEN LAND USES WILL BE ACHIEVED.

B.ALL PLANTS COMPRISING THE BUFFER WILL BE CONTINUOUSLY MAINTAINED IN A SOUND, HEALTHY, VIGOROUS GROWING CONDITION, FREE OF DISEASES, INSECT PESTS, REFUSE AND DEBRIS.

C.MINIMUM SIZES OF TREES AND SHRUBS PLANTED AS A PART OF A LANDSCAPE BUFFER ARE AS FOLLOWS:

- 1.DECIDUOUS SHRUBS. MINIMUM TWO FEET IN HEIGHT.
- 2.DECIDUOUS TREES. MINIMUM TWO INCHES IN CALIPER (DIAMETER).
- 3.EVERGREEN SHRUBS. MINIMUM TWO FEET IN HEIGHT.
- 4.EVERGREEN TREES. MINIMUM FIVE FEET IN HEIGHT.

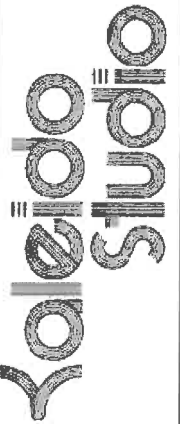
D.THE CHOICE AND SELECTION OF PLANT MATERIALS WILL BE SUCH THAT THE ROOT SYSTEM WILL NOT INTERFERE WITH PUBLIC UTILITIES AND THAT FRUIT AND OTHER PLANT DEBRIS (EXCEPT LEAVES) WILL NOT CONSTITUTE A NUISANCE WITHIN PUBLIC RIGHTS-OF-WAY, OR TO ABUTTING PROPERTY OWNERS.

E.ALL PLANT MATERIALS MUST MEET CURRENT RECOMMENDED MINIMUM STANDARDS OF THE AMERICAN ASSOCIATION OF NURSERYMEN.

F.LANDSCAPE BUFFERS SHALL BE IN PLACE AT THE DATE OF OCCUPANCY APPROVAL, AS PROVIDED IN SECTION 21.06, UNLESS AN EXTENSION OF UP TO SIX MONTHS IS GRANTED BY THE PLANNING COMMISSION AND A PERFORMANCE GUARANTEE IS DEPOSITED TO ENSURE COMPLETION OF THE IMPROVEMENTS IN ACCORDANCE WITH SECTION 4.18.

G.BERMS (EARTHEN MOUNDS) AND/OR CERTAIN TYPES OF FENCES MAY BE INSTALLED IN LIEU OF A LANDSCAPE BUFFER FOR THE PURPOSES OF SCREENING WHEN THE PLANNING COMMISSION DETERMINES, BASED UPON A PARTICULAR SITUATION, THAT A FENCE AND/OR BERM WOULD EFFECTIVELY ACHIEVE THE PUBLIC PURPOSES AND PRIVATE BENEFITS INHERENT IN THIS PROVISION. FENCES INSTALLED IN LIEU OF OR IN CONJUNCTION WITH A LANDSCAPE BUFFER WILL BE CONSTRUCTED OF WOOD, STONE OR BRICK TO PROVIDE AN EFFECTIVE SCREEN AND TO MAINTAIN THE NATURAL AND HISTORIC CHARACTER OF THE ISLAND. CHAIN LINK OR OTHER WIRE MESH TYPE FENCES MAY BE PERMITTED ONLY IF COVERED WITH WOOD STRIPS OR PLANT MATERIALS.

NOT FOR CONSTRUCTION



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02/23/24

MACKINAC ISLAND CODE RESPONSES

ARTICLE 7A. - "R-4" HARRISONVILLE RESIDENTIAL

SECTION 7A.02 - PERMITTED USES R-4.

SINGLE-FAMILY AND TWO-FAMILY RESIDENTIAL DWELLINGS ALLOWED OUTRIGHT.

SECTION 7A.03 - SPECIAL LAND USES.

A.MULTIPLE-FAMILY RESIDENTIAL, PROVIDED:

- 1.LANDSCAPE BUFFERS PROVIDED PER A0.6
- 2.MULTIPLE-FAMILY STRUCTURE COMPLIES WITH ALL OTHER DISTRICT REGULATIONS.

B.BOARDINGHOUSE, PROVIDED:

- 1.LANDSCAPING BUFFERS PROVIDED PER A0.6
- 2.OFF-STREET BIKE PARKING PROVIDED PER A0.3
- 3.BOARDING HOUSE COMPLIES WITH ALL OTHER DISTRICT REGULATIONS

SECTION 7A.04 - AREA, BULK, HEIGHT, LOT COVERAGE, AND DENSITY REQUIREMENTS.

A.LOT SIZE. 10,000 SF MIN

12,950 SF EXISTING

B.BUILDINGS, AND STRUCTURES SHALL BE SETBACK FROM PROPERTY LINES AS FOLLOWS:

- 1.FRONT YARD. 25' - 0" MIN OR IN LINE W/ ADJACENT
- 2.SIDE YARD. 5'-0" MIN ONE SIDE, 10'-0" MIN OTHER
- 3.REAR YARD. 25' - 0" MIN

SETBACK ADHERENCES SHOWN PER A0.6

C.NO PRINCIPAL BUILDING SHALL BE LESS THAN 12 FEET IN HEIGHT, NOR SHALL ANY BUILDING EXCEED 35 FEET, OR 2½ STORIES, IN HEIGHT.

BUILDING HEIGHT SHOWN PER ELEVATIONS

D. 40% MAX IMPERVIOUS SURFACE

IMPERVIOUS SURFACE CALCULATION SHOWN PER A0.6

E.MAX 10 DWELLING UNITS PER ACRE.

FOR USE AS A BOARDINGHOUSE, THE MAXIMUM ALLOWABLE DENSITY SHALL BE ONE OCCUPANT PER 500 SQUARE FEET OF LOT AREA WITHIN WHICH THE BUILDING IS PLACED.

12,590 / 500 SF PER OCC = ±25 OCC

DWELLING DENSITY SHOWN TO THE RIGHT

SECTION 4.09 - LANDSCAPE BUFFERS.

A LANDSCAPE BUFFER SHALL BE CONSTRUCTED ALONG ALL ADJOINING BOUNDARIES BETWEEN A PROPERTY ZONED R-4. A LANDSCAPE BUFFER MAY ALSO BE REQUIRED AS A CONDITION OF APPROVAL FOR SITE PLANS, SPECIAL LAND USES, PLANNED UNIT DEVELOPMENTS, OR AS DIRECTLY STATED AS A REQUIREMENT OF A PARTICULAR ZONING DISTRICT. THE FOLLOWING REQUIREMENTS SHALL APPLY:

A.LANDSCAPE BUFFERS SHALL HAVE A MINIMUM WIDTH OF TEN FEET AND SHALL BE PLANTED WITH GRASS, GROUND COVER, SHRUBBERY, OR OTHER SUITABLE PLANT MATERIAL. THE LOCATION, PLACEMENT, SPACING AND TYPES OF PLANT MATERIALS WILL BE SUCH THAT AN EFFICIENT HORIZONTAL AND VERTICAL OBSCURING OR SCREENING EFFECT BETWEEN LAND USES WILL BE ACHIEVED.

LANDSCAPE BUFFERS SHOWN PER A0.6 PROPOSED TO HAVE THREE FOOT WIDE PLANTED BUFFER WHERE ADJACENT TO EXISTING 6'+ TALL FENCES

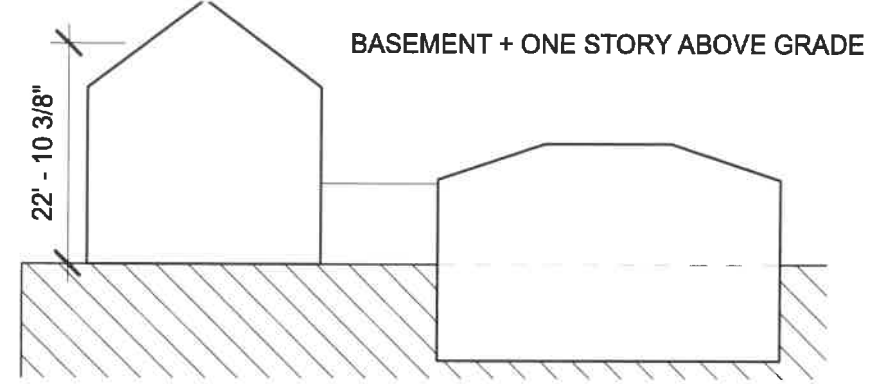
G.BERMS (EARTHEN MOUNDS) AND/OR CERTAIN TYPES OF FENCES MAY BE INSTALLED IN LIEU OF A LANDSCAPE BUFFER FOR THE PURPOSES OF SCREENING WHEN THE PLANNING COMMISSION DETERMINES

BERMS NOT PROPOSED

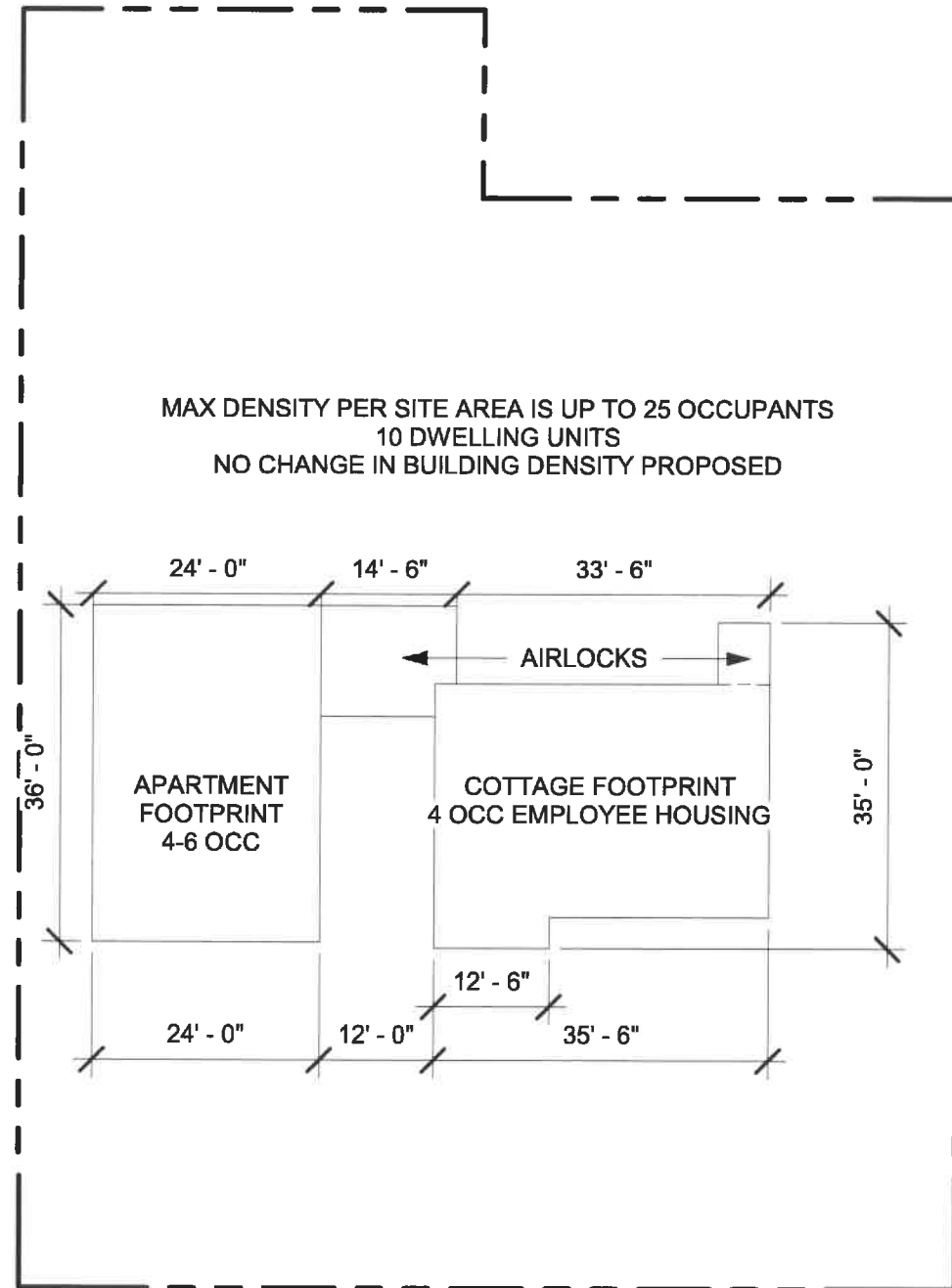
FENCES PROPOSED AS PART OF THE LANDSCAPE BUFFER, NOT IN LIEU OF

THE EXISTING TWO STORY APARTMENT STRUCTURE IS WITHIN THE LANDSCAPE BUFFER ZONE, BUT MEETS SET-BACK REQUIREMENTS ALSO SERVES AS A BUFFER BETWEEN WORKER HOUSING AND ADJACENT PROPERTY.

2 STORIES + 1/2 STORY (MEZZANINE LOFT)
MAXIMUM DENSITY ACHIEVED



② DENSITY SECTION
1" = 20'-0"



① 0 - DENSITY DIAGRAM
1" = 20'-0"

Section IX, Itema.

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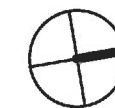
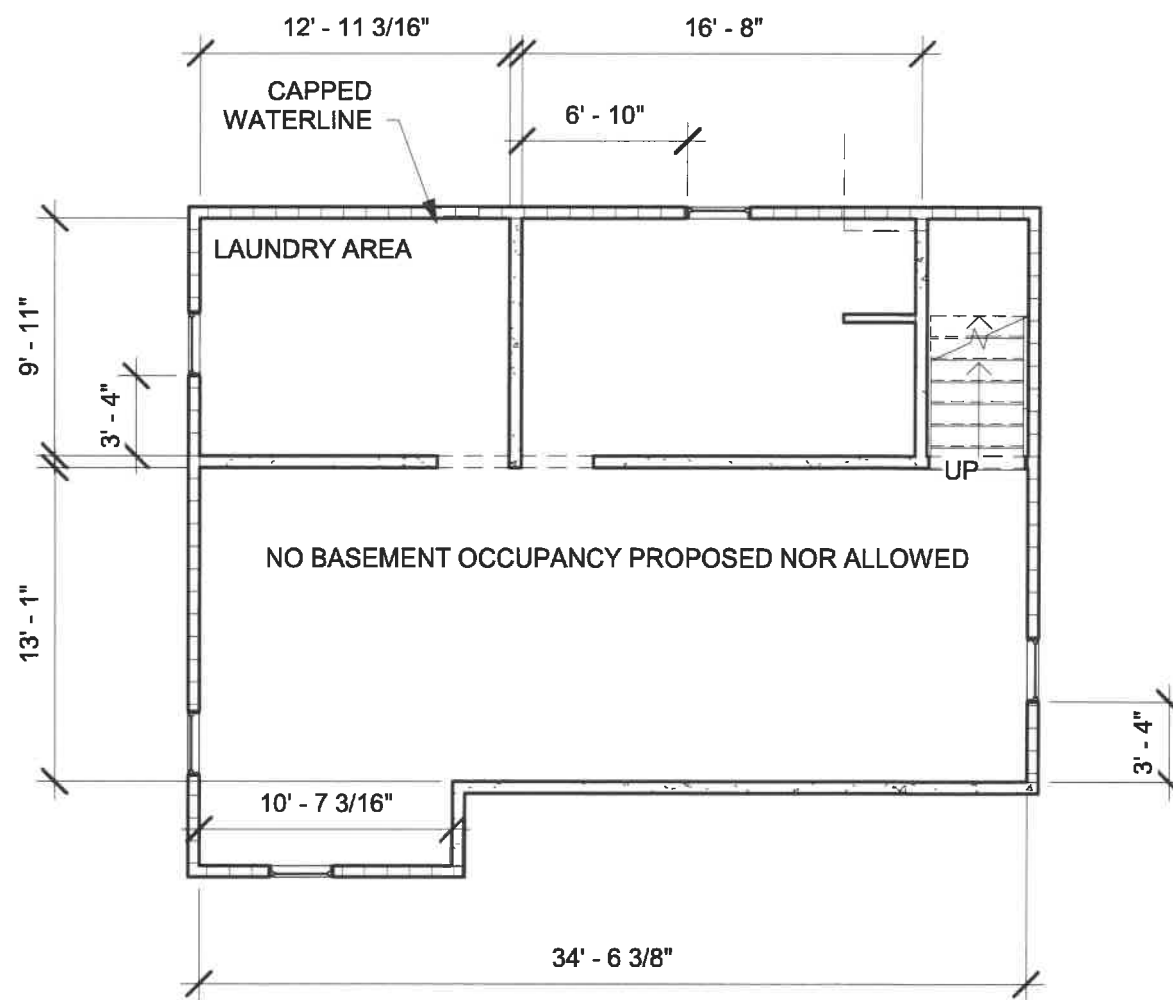
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A0.5 25



LEGEND

- WALL
- WALL OR ELEMENT TO BE DEMOLISHED
- GRID LINE

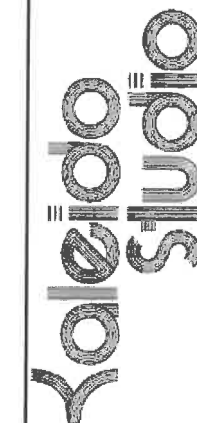
DEMOLITION GENERAL NOTES

1. COORDINATE BUILDING COMPONENT AND FIXTURE SALVAGE AND PROTECTION WITH OWNER.
2. PROVIDE ADEQUATE TEMPORARY SHORING, BRACING, AND SUPPORT PRIOR TO REMOVING EXISTING STRUCTURAL ELEMENTS.
3. WHEN REMOVING EXISTING FRAMING MEMBER USE CARE AND PROTECT FRAMING TO REMAIN.
4. REMOVE ELECTRICAL AND PLUMBING FIXTURES AND LINES AS NEEDED TO ALLOW FOR NEW WORK.
5. REMOVE INTERIOR FLOOR, WALL, AND CEILING FINISHES AS NEEDED TO ALLOW FOR NEW WORK.
6. ALL MATERIALS TO BE REMOVED SHALL BE RECYCLED TO THE GREATEST EXTENT POSSIBLE.

NOTES ON EXISTING CONDITIONS

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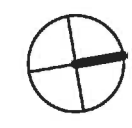
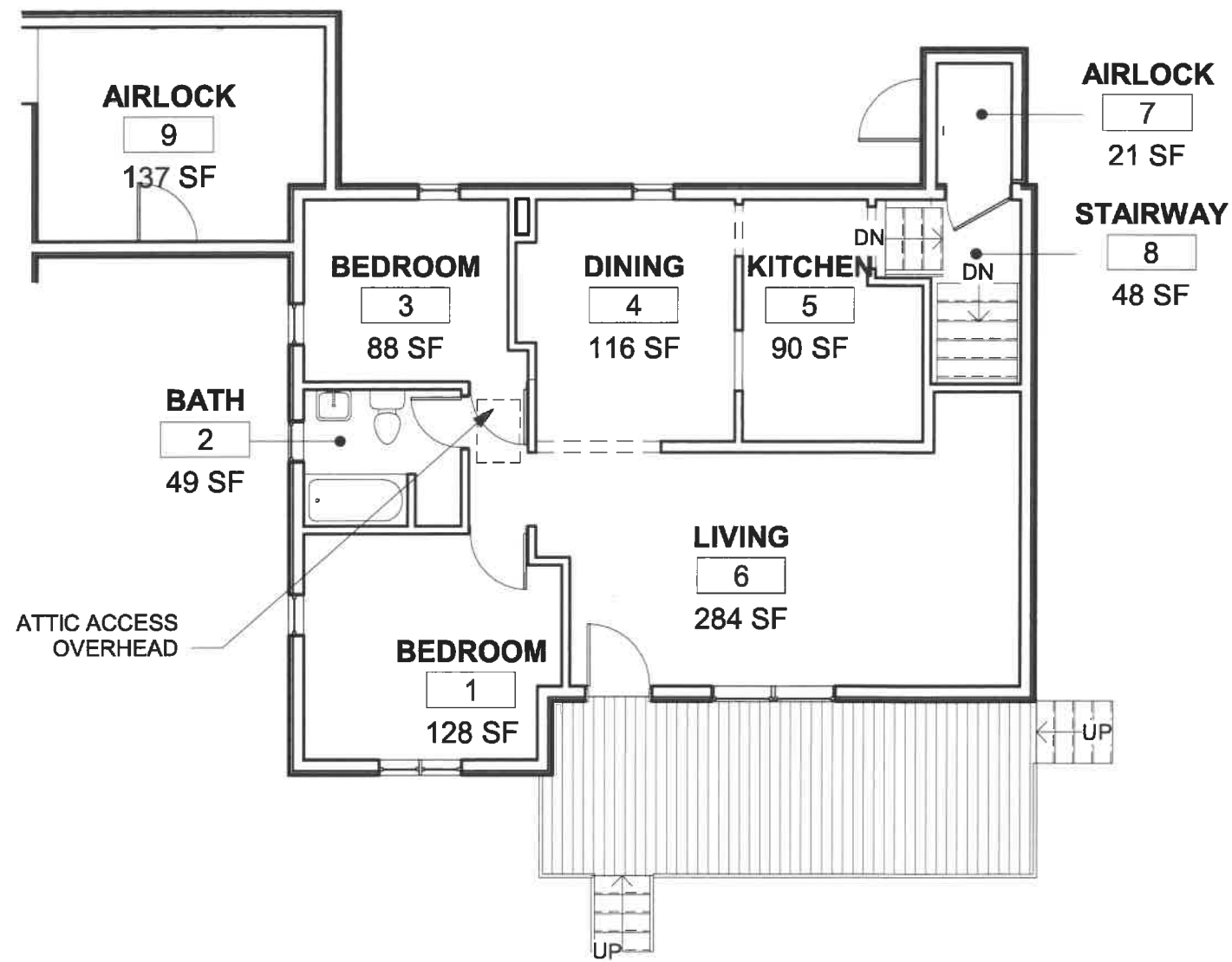
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1 0 - BASEMENT EXISTING/DEMO
1/8" = 1'-0"

02/23/24

A1.1 26



LEGEND

-  WALL
-  WALL OR ELEMENT TO BE DEMOLISHED
-  GRID LINE

DEMOLITION GENERAL NOTES

1. COORDINATE BUILDING COMPONENT AND FIXTURE SALVAGE AND PROTECTION WITH OWNER.
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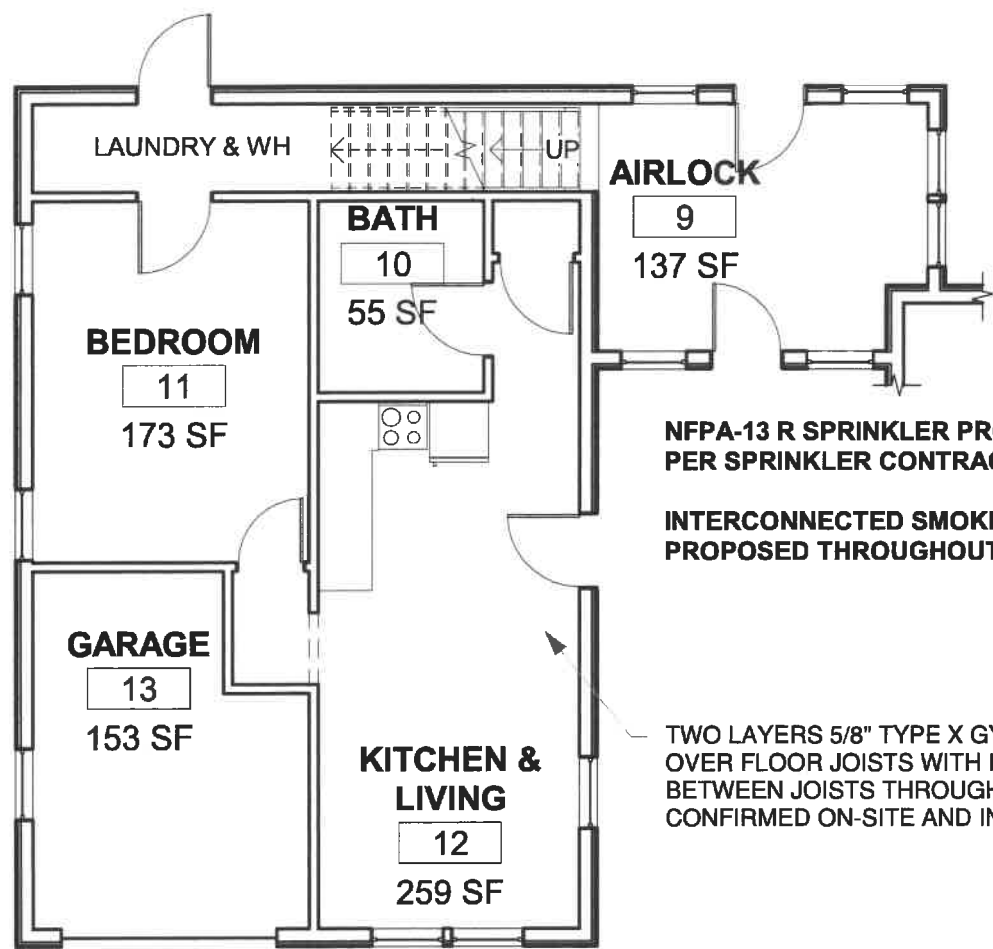
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① 1 - FIRST FLOOR EXISTING/DEMO
 1/8" = 1'-0"

02/23/24



NFPA-13 R SPRINKLER PROPOSED PER SPRINKLER CONTRACTOR

INTERCONNECTED SMOKE DETECTORS PROPOSED THROUGHOUT BOTH STRUCTURES

TWO LAYERS 5/8" TYPE X GYPSUM CELING OVER FLOOR JOISTS WITH INSULATION BETWEEN JOISTS THROUGHOUT TO BE CONFIRMED ON-SITE AND INSPECTED



LEGEND

- WALL
- WALL OR ELEMENT TO BE DEMOLISHED
- GRID LINE

DEMOLITION GENERAL NOTES

1. COORDINATE BUILDING COMPONENT AND FIXT SALVAGE AND PROTECTION WITH OWNER.
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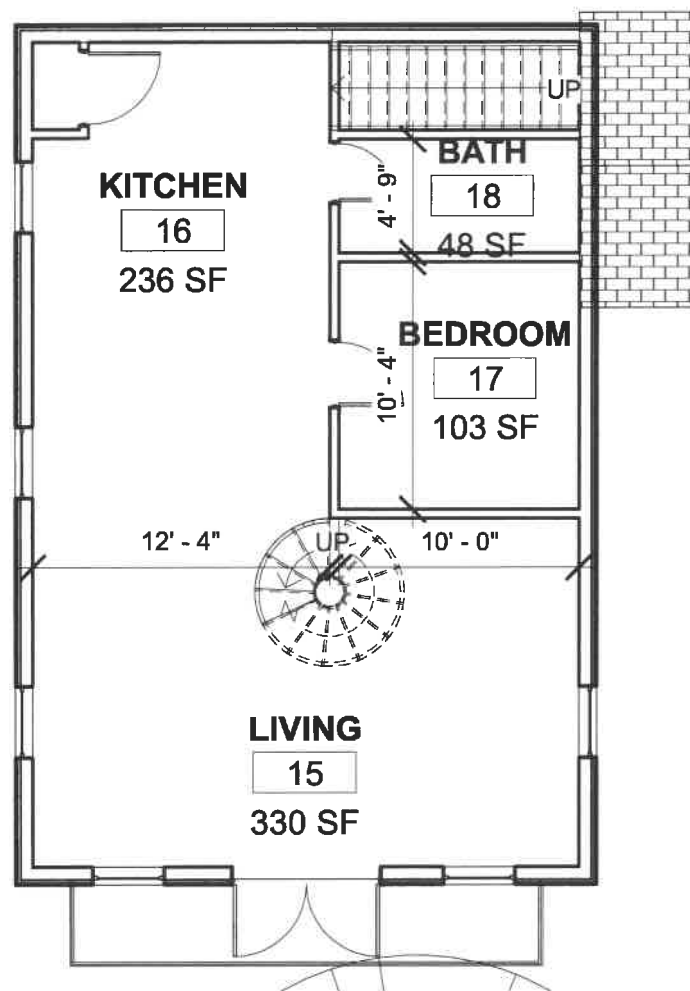
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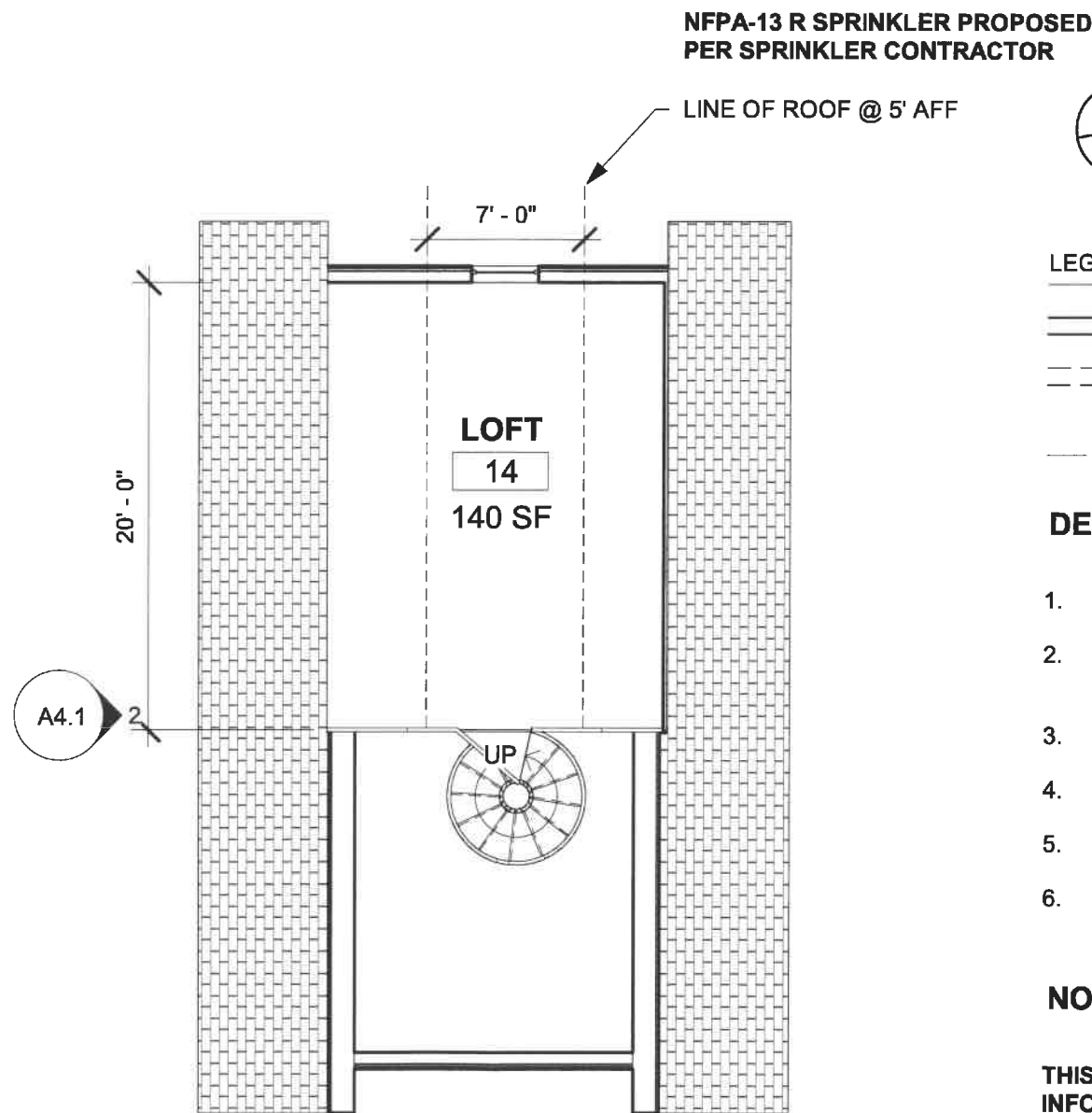
02/23/24

A4.1 2

1 0 - APT 101
1/8" = 1'-0"



1 - APT 201
1/8" = 1'-0"



2 - APT 201
1/8" = 1'-0"



LEGEND

- WALL
- WALL OR ELEMENT TO BE DEMOLISHED
- GRID LINE

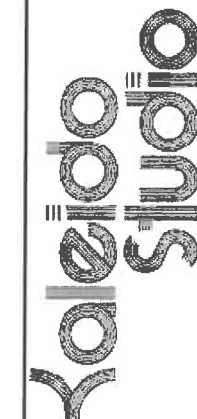
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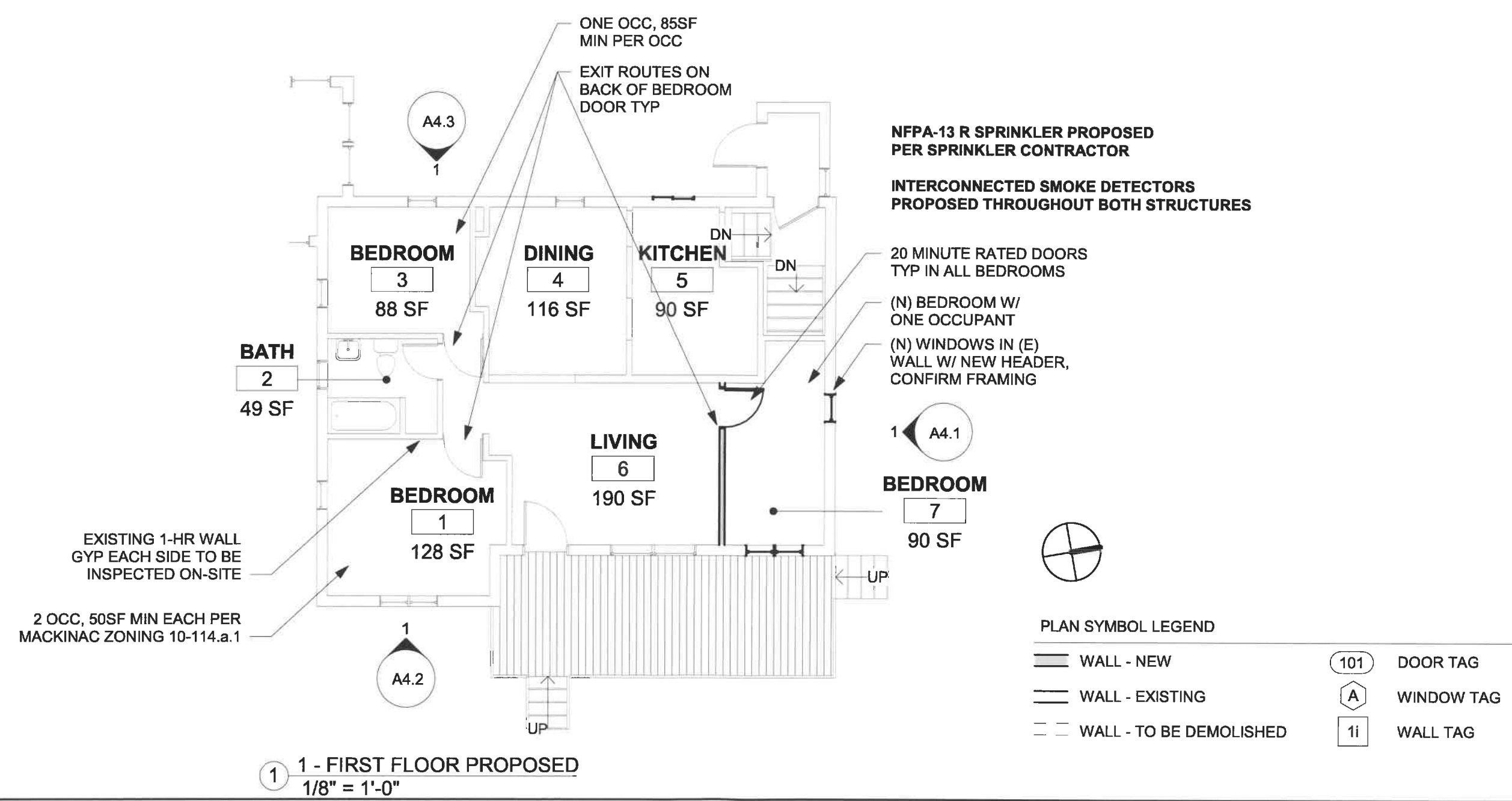
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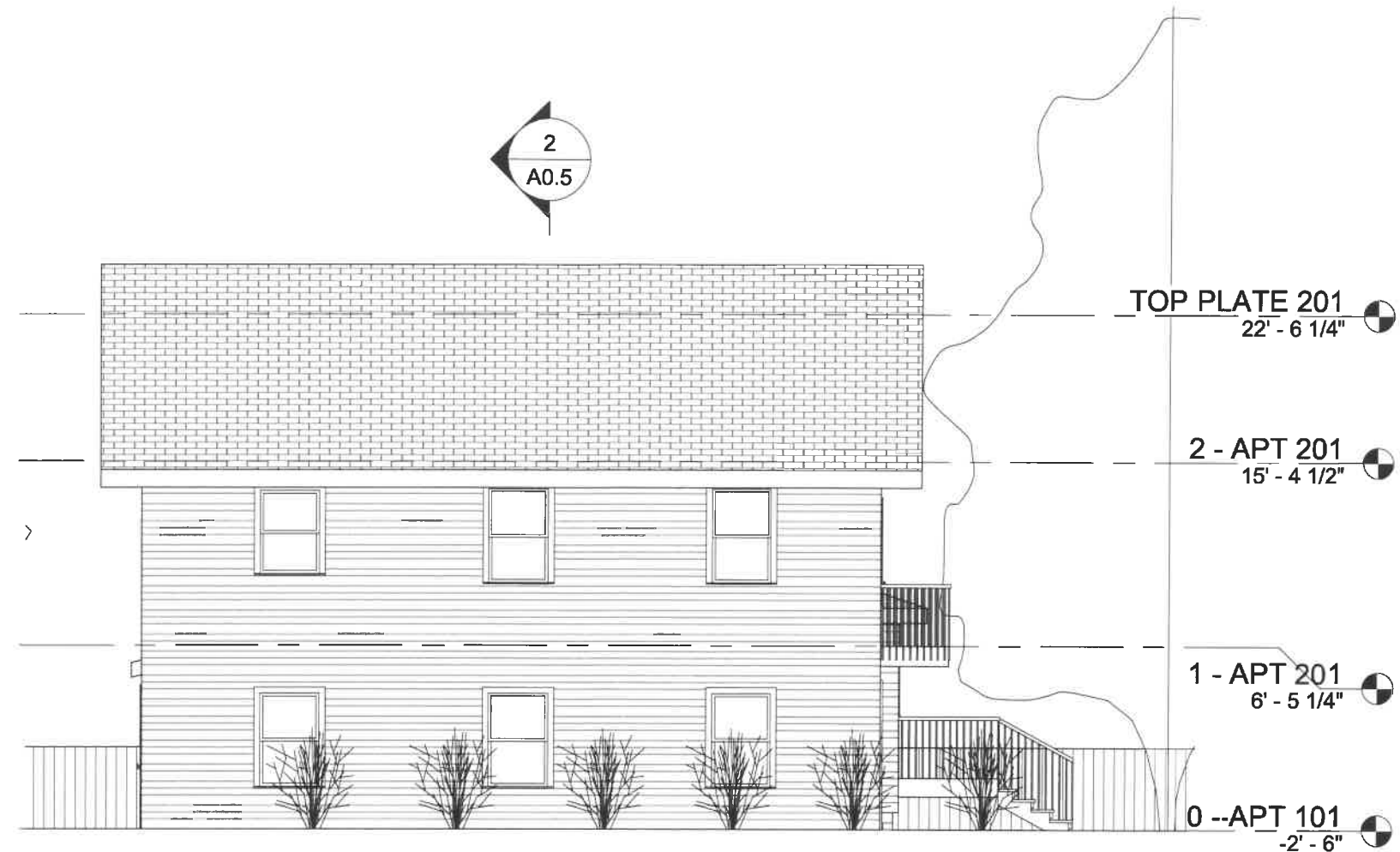
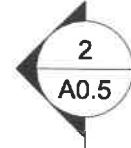
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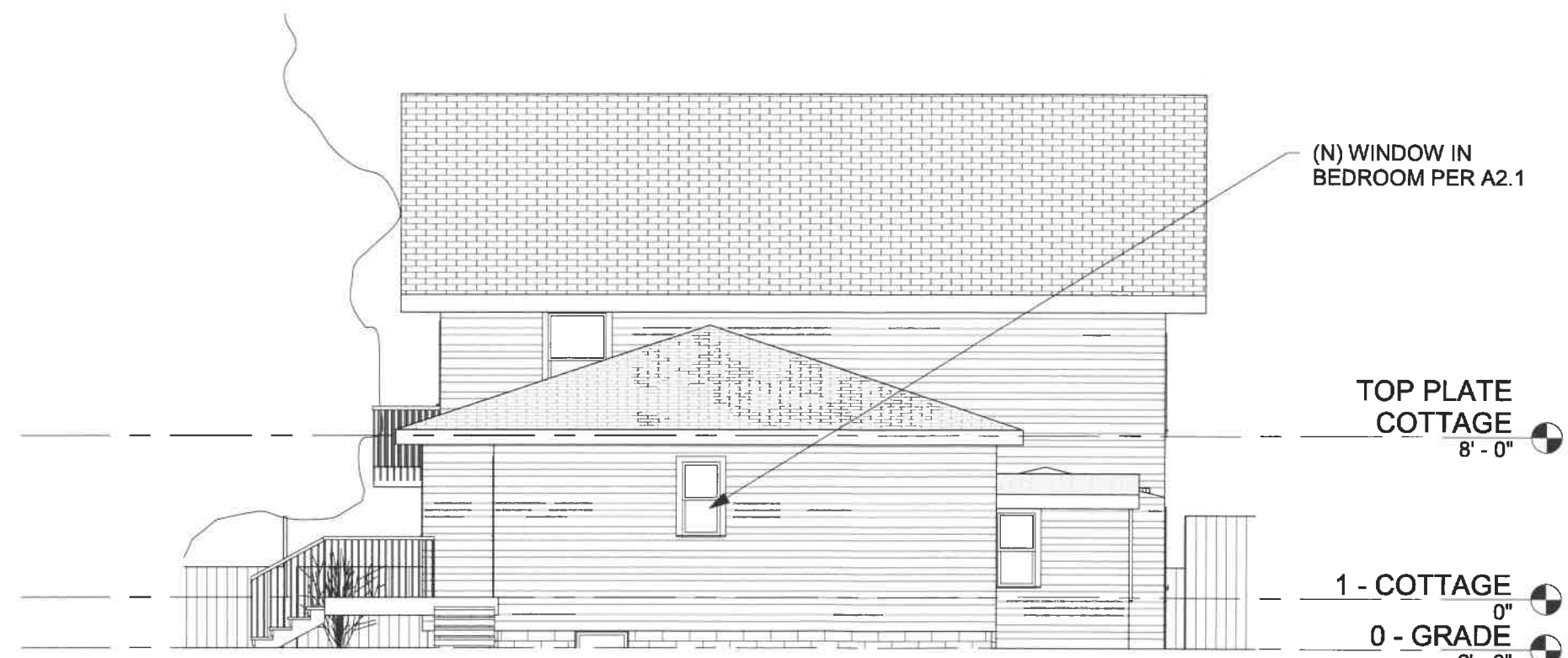
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A2.1 30



2 SOUTH ELEVATION
1/8" = 1'-0"



1 NORTH ELEVATION
1/8" = 1'-0"

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TOP PLATE 201
22' - 6 1/4"

2 - APT 201
15' - 4 1/2"

1 - APT 201
6' - 5 1/4"

0 - APT 101
-2' - 6"



(N) BEDROOM
WINDOWS PER A2.1

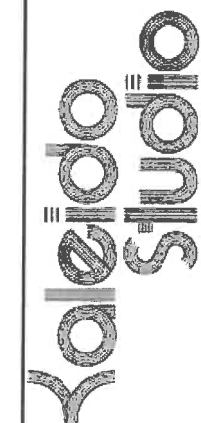
TOP PLATE
COTTAGE
8' - 0"

1 - COTTAGE
0"

0 - GRADE
-2' - 6"

1 EAST ELEVATION
1/8" = 1'-0"

NOT FOR CONSTRUCTION

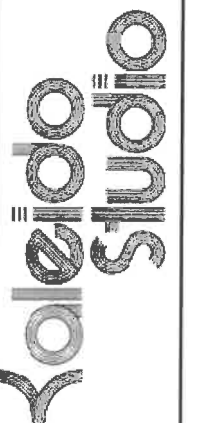


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A4.2 32



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02/23/24

A4.1 33

NOT FOR CONSTRUCTION



1 WEST ELEVATION
1/8" = 1'-0"

RECEIVED
FEB 27 2024
KP



BACK OF HOUSE FROM 7TH STREET



BACK OF HOUSE

File No. R424 043-011

Exhibit E

Date 2-27-24

Initials KP

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FRONT OF HOUSE FROM CADOTTE STREET W/ NEIGHBOR ACCESS SHOWN



FRONT OF HOUSE

02/23/24

A9.0 34



LANDSCAPING BACK



LANDSCAPING NORTH



LANDSCAPING EAST

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COTTAGE DINING ROOM



COTTAGE KITCHEN



COTTAGE BEDROOM 1



COTTAGE BEDROOM 2



COTTAGE BATHROOM

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NEIGHBORS (ACROSS CADOTTE STREET)



NEIGHBOR (ACROSS 7TH STREET)



NEIGHBOR'S ACCESS



NEIGHBORS BEHIND

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MACKINAC ISLAND, MI 49757

02/23/24

GFAK LLC

5114 Welsheimer Rd

Harbor Springs, MI 49740

05/09/2024

To

Mackinac Island Planning Commission,

As part of our application for Special Use for 2827 Cadotte Ave, Mackinac Island, MI 49757 we are providing the requested written statement.

We understand that dogs are not permitted at the boarding house (employee housing) part of the property. Any future residents of the boarding house will be notified of this rule prior to arrival.

Sincerely,

Katy Rise



June Campbell



MACKINAC ISLAND

PLANNING COMMISSION ★ HISTORIC DISTRICT COMMISSION ★ BUILDING DEPARTMENT

**Notice of Public Hearing
Request for Special Land Use
City of Mackinac Island – Planning Commission
Mackinac Island, Michigan**



As prescribed under Ordinance Number 479, Section 19.03, as amended, notice is now given that the City of Mackinac Island Planning Commission will conduct a public hearing on the date indicated for the matter described:

**Tuesday, May 14, 2024 @3:30 p.m.
Council Chambers, 2nd Floor, Community Hall
Mackinac Island, Michigan**

Application has been made by GFAK LLC for special land use and received by the City of Mackinac Island Planning Commission. The applicant’s subject property is located at 2827 Cadotte Avenue, Property No. 49-051-630-043-00, City of Mackinac Island, County of Mackinac, Michigan. The subject property is zoned Harrisonville Residential (R-4). The applicant is requesting that the use of the single story/northernmost structure on the subject property be changed to Boarding House.

The Planning Commission shall hold at least one public hearing on the special land use request to receive public comment about the request and before making its decision to approve, or deny the request. Notice of this hearing shall be sent to the property owners and/or residents of record and occupants of all structures within 300 feet of the subject property before such hearing.

Persons who wish to provide comment on the application may do so by appearing before the Mackinac Island Planning Commission at the hearing or by submitting comment by noon on the day of the hearing to:

**Katie Pereny, Planning Commission Secretary
PO Box 455
Mackinac Island, Michigan 49757**

Proper notice is given this 21st day of March, 2024. (Published in the *The St. Ignace News* on Thursday, April 4, 2024).

Katie Pereny, Planning Commission Secretary

I Do NOT Approve of this.

*Thank you
Conway & Smith*

Patti Ann Moskwa
1366 Church St.
MI 49757

Mackinac Island,

May 13, 2024

RE: Letter of Support for Special Land Use Public Hearing, located at 2827 Cadotte Avenue, City of Mackinac Island

Dear Planning Commission,

With my husband, Steven, we are adjacent property owners on 7th St. to the immediate West of the 2827 Cadotte property formerly owned by Mr. Clinton Hanks and family. We own the former Robert St. Onge home and apartment building.

I have read the Public Notice and have no objections to the planned use of this home as an employee housing unit and the two rental apartments that exist for employees of Mrs. Katy Rise and June Campbel.

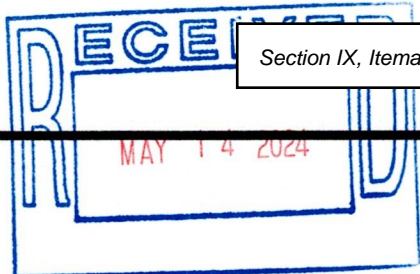
The property has been used as employee housing in some manner for many years prior to their purchase of that lot. As I understand the current zoning regulations they are proceeding with the necessary hearing and other steps to bring the property into compliance.

And as stated we have no objection to this requested use of employee housing.

Sincerely,

Patti Ann Moskwa

Patti Ann Moskwa



Katie Pereny

From: Sarah Gidley <shgidley@yahoo.com>
Sent: Tuesday, May 14, 2024 9:43 AM
To: Katie Pereny
Subject: May 14th Meeting of the Planning Commission; Letter of Support; Application by GFAK LLC for special land use

To the Mackinac Island Planning Commission:

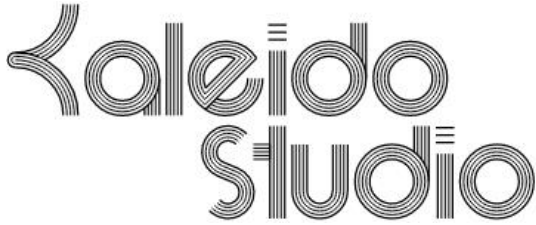
We have reviewed and in are support of the Application by GFAK LLC for special land use for the property located at 2827 Cadotte Avenue.

The request is well supported for the reasons stated in the Letter of Intent for Worker Housing from Kaleido Studio Architecture dated February 23, 2024.

Sincerely,

Mike & Sarah Gidley
1210 Lesley Ct.
Mackinac Island

File No. R424-043-011
Exhibit L
Date 5-14-24
Initials KP



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GFAK Properties legally existing non-conforming use

May 13, 2024

Dear Zoning Board of Appeals,

IT has been brought to our attention while in the process of applying for modification of an existing residence to become a legal Boarding House for seasonal workers that the structures existing on the site are a legally existing non-confirming use as multi-family housing.

The structures now owned by GFAK LLC are located at 7547 7th Street and 2827 Cadotte Ave and are comprised of an original home, often referred to as a cottage, and an adjacent previous barn that was remodeled around the year 1994 into two apartments.

We understand that the client must demonstration to the Zoning Board of Appeals that the nonconforming use shall not change in the type or nature of the original nonconforming use per the following zoning code section:

Section 5.06 - Regulations for nonconforming uses.

- A. A nonconforming use shall not change in the type or nature of the original nonconforming use, including, but not limited to, expansion of the structure in which the use is conducted, unless the owner demonstrates to the zoning board of appeals that the change will not materially change the nonconformity of the use.
- B. The nonconforming use is allowed to continue until it has been voluntarily surrendered by the owner as evidenced by a written notice of surrender or by the discontinuance of the use for a period of two years. A nonconforming use shall not be affected by any damage or destruction of the structure in which it is located.

For the change in use of the the cottage from one of the multi-family units into a boarding house use, the existing cottage structure is proposed to remain the same footprint with no expansion and no additions to the exterior of the structure.

As a multi-family unit, a family of any size is legally allowed to live in this unit. The change to a boarding house designation reduces the number of people that are allowed to live in the unit, in this case limiting to four people, but does allow a group of individuals whose association is temporary and seasonal in character or nature. While this could be considered a material change, it is reducing the number of

occupants possible and does not create a material change of having people live in the unit.

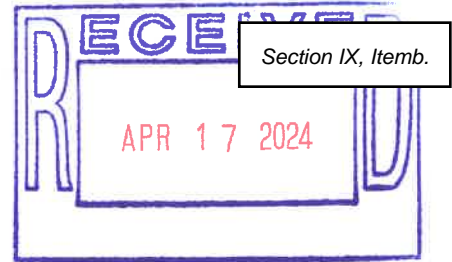
We believe the proposed use will meet the intent of all relevant zoning codes and does not change in type or nature of the original nonconforming use, but rather restricts the use. Since we are not adding area to the structure, we believe that this is not a material change

We understand the Zoning Board of Appeals is made up of the City Council. We look forward to the next steps and presenting virtually at the upcoming City Council meeting if possible.

Sincerely,



Corey Omey
Kaleido Studio Architecture, LLC
Formerly Known as EMA Architecture, LLC
1661 SE 3rd Avenue, Suite D #201
Portland, OR 97214
503.224.1282



April 11, 2024

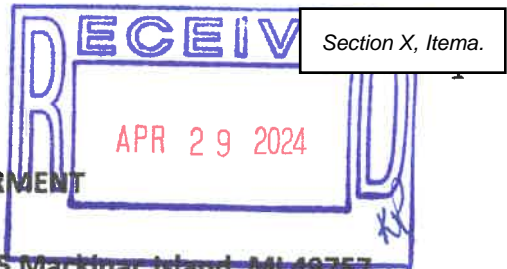
Mackinac Island Planning Commission,

We would like to request an extension of the zoning permit for the Harbour View housing project at 7596 7th street. A At this time, we have not filed for a building permit as we work with the DPW on REUs as well as a letter from Grand Hotel authorizing additional access to the sewer line as well as completing construction drawings for permitting. In working through the construction drawings for the building permit, we have some proposed changes to the roofline and interior space that will be coming back to the planning commission for review. We are planning to swap from a modular build to stick build on site due to space constraints for crane and truck movements at the site. We anticipate submitting these changes at the July or August meeting as we are progressing towards the end of October 2024 start of construction when we would be available to dig the foundation.

Sincerely,

Sam Barnwell

File No. 2423-051-005
Exhibit y
Date 4-17-24
Initials KP



CITY OF MACKINAC ISLAND
PLANNING COMMISSION & BUILDING DEPARTMENT
APPLICATION FOR ZONING ACTION

www.cityofmi.org kep@cityofmi.org 906-847-6190 PO Box 455 Mackinac Island, MI 49757

APPLICANT NAME & CONTACT INFORMATION:

Andrew Dowl
Po Box 1426 Mackinac Island MI 49757
231-392-6456 dowlsmarket@gmail.com
Phone Number Email Address

Please complete both sides of application.
The Fee and five (5) copies of the application, plans and all required documents must be submitted to the Zoning Administrator fourteen (14) days prior to the scheduled Planning Commission Meeting.

Property Owner & Mailing Address (If Different From Applicant)

2507 Cadotte Avenue

- Is The Proposed Project Part of a Condominium Association? no
- Is The Proposed Project Within a Historic Preservation District? no
- Applicant's Interest in the Project (If not the Fee-Simple Owner): NA
- Is the Proposed Structure Within Any Area That The FAA Regulates Airspace? no
- Is a Variance Required? no
- Are REU's Required? How Many? no /

Type of Action Requested:

- Standard Zoning Permit
- Special Land Use
- Planned Unit Development
- Other _____
- Appeal of Planning Commission Decision
- Ordinance Amendment/Rezoning
- Ordinance Interpretation

Property Information:

- A. Property Number (From Tax Statement): Lot 18 of Harrisonville
- B. Legal Description of Property: 051-630-018-00
- C. Address of Property: 2507 Cadotte Avenue
- D. Zoning District: R4-Harrisonville File No. R424-018-022
- E. Site Plan Checklist Completed & Attached: Exhibit A
- F. Site Plan Attached: (Comply With Section 20.04 of the Zoning Ordinance) yes Date 4.29.24
- G. Sketch Plan Attached: _____ Initials KP
- H. Architectural Plan Attached: yes
- I. Association Documents Attached (Approval of project, etc.): NA
- J. FAA Approval Documents Attached: NA
- K. Photographs of Existing and Adjacent Structures Attached: yes

Proposed Construction/Use:

- A. Proposed Construction:
 - New Building
 - Alteration/Addition to Existing Building
 - Other, Specify rebuilding of front deck

B. Use of Existing and Proposed Structures and Land:

Existing Use (If Non-conforming, explain nature of use and non-conformity):

Proposed Use: House rental

C. If Vacant:

Previous Use: _____

Proposed Use: _____

STATE OF MICHIGAN)
COUNTY OF MACKINAC) ss.

AFFIDAVIT

The applicant agrees that the permit applied for, if granted, is issued on the representation made herein and that the permit issued may be revoked without further notice on any breach of representation or conditions.

The applicant further understands that any permit issued on this application will not grant any right of privilege to erect any structure or to use any premises described for any purposes or in any manner prohibited by the Zoning Ordinance, or by other codes or ordinances or regulations of the City of Mackinac Island.

The Applicant further agrees to furnish evidence of the following before a permit will be granted:

- A. Proof of ownership of the property; and/or other evidence establishing legal status to use the land in the manner indicated on the application.
- B. Proof that all required federal, state, county, and city licenses or permits have been either applied for or acquired.
- C. Other information with respect to the proposed structure, use, lot and adjoining property as may be required by the Zoning Administrator in accord with provisions of the Mackinac Island Zoning Ordinance.

The Applicant further agrees to notify the Zoning Administrator when construction reaches the stage of inspection stated on the permit, if granted. Upon completion of construction to the structure(s) or land the Zoning Administrator shall inspect the premises for compliance with the Mackinac Island Zoning Ordinance and the terms of this permit. Upon determination of compliance, an occupancy permit may be issued. It is further understood that pursuant to the City of Mackinac Island Zoning Ordinance, No. 479 and amendments, adopted November 2013, unless a substantial start on the construction is made within one year, unless construction is completed within one and one-half years from the date of issuance of the permit, this permit shall come under review by the Planning Commission and may either be extended or revoked.

The undersigned affirms that he/she or they is (are) the applicant and the owner (specify: owner, Lessee, Architect/Engineer, Contractor or other type of interest) involved in the application and that the answers and statements herein attached are in all respects true and correct to the best of his, her or their knowledge and belief. The applicant hereby further affirms that he/she or they has read the foregoing and understands the same. If the applicant is other than the owner, then a notarized affidavit from the owner, giving the applicant permission to seek the requested zoning action on their behalf, shall also be submitted with this application.

S. Andrew Douel
Signature

SIGNATURES _____
Signature

Stephen Andrew Douel
Please Print Name

Please Print Name

Signed and sworn to before me on the 29 day of April, 2024.

Kathryn Pereny
Notary Public

Mackinac County, Michigan
My commission expires: 8-7-30



FOR OFFICE USE ONLY

Zoning Permit Issued: _____

Inspection Record:

| | Inspection | Date | Inspector | Comments |
|----|------------|------|-----------|----------|
| 1. | | | | |
| 2. | | | | |
| 3. | | | | |

Occupancy Permit Issued _____

Revised October 2023

OFFICE USE ONLY

FILE NUMBER: 2424-018-022

FEE: \$150-

DATE: 4-29-24

CHECK NO: _____

INITIALS: kp

Revised October 2023



City of Mackinac Island

7358 Market Street
P.O. Box 455
Mackinac Island, MI 49757

Site Plan Review Checklist Please Submit With The Application for Zoning Action

As a minimum, the following information shall be included on the site plan submitted for review and processing; more complex plans may require additional information as noted.

NOTE: The engineer, architect, planner and/or designer retained to develop the site plan shall be responsible for securing a copy of the City of Mackinac Island Zoning Ordinance (Ord. No. 479, effective November 12, 2013), which can be obtained via the City's website at www.cityofmi.org.

Site plan review requirements are primarily found within Article 4, General Provisions, and Article 20, Site Plan Review of the City Zoning Ordinance. References are provided whenever possible for the section of the Zoning Ordinance that deals with a particular item. When in doubt, refer to the Zoning Ordinance directly for required information.

For further information, contact Mr. Dennis Dombroski, City Building Official/Zoning Administrator, at (906) 847-4035.

Optional Preliminary Plan Review Informational Requirements (Section 20.03)

| <u>Item</u> | <u>Provided</u> | <u>Not Provided or Applicable</u> |
|--|-------------------------------------|-----------------------------------|
| 1. Name and address of the applicant or developer, including the names and addresses of any officers of a corporation or partners of a partnership | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 2. Legal description of the property | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 3. Sketch drawings showing tentative site plans, property boundaries, placement of structures on the site, and nature of development | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

**Architectural Review
Informational Requirements (Section 18.05)**

| <u>Item</u> | <u>Provided</u> | <u>Not Provided or Applicable</u> |
|---|-------------------------------------|---------------------------------------|
| 1. Name and address of the applicant or developer, including the names and addresses of any officers of a corporation or partners of a partnership | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 2. Legal description of the property | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 3. Drawings, sketches and plans showing the architectural exterior features, heights, appearance, color and texture of the materials of exterior construction and the placement of the structure on the lot, and any additional information determined necessary by the planning commission to determine compliance with the architectural standards (see also Section 18.06) | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 4. Photographs of existing site conditions, including site views, existing buildings on the site, streetscape views in all directions, and neighboring buildings within 150 feet of the site. | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

**Site Plan Informational (Demolition)
Requirements (Section 20.04, D)**

| <u>Demolition</u> | <u>Provided</u> | <u>Not Provided or Applicable</u> |
|---|--------------------------|---------------------------------------|
| 1. Site plan of property where demolition is going to take place. This plan shall include structure(s) being demolished, location of utilities, septic tanks, an itemized statement of valuation of demolition and restoration work to be performed, or other such items as may be required by the building official. | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 2. Copy of asbestos survey if required by EGLE or other state department. | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 3. Results of a pest inspection and, if necessary, a pest management plan. | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 4. Plans for restoring street frontage improvements (curb closure, sidewalk replacement, street patch, or other items as required by the building official). These items will not be required if building permits for redevelopment have been applied for or if redevelopment is planned within six months. In such case, the cash bond will be held until building permits for redevelopment are issued or improvements are complete. Completion shall not be deferred more than six months. Temporary erosion control and public protection shall be maintained during this time. | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 5. A written work schedule for the demolition project. Included in this may be, but are not limited to, street closures, building moving dates, right-of-way work, or other items as required by the building official. | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 6. Acknowledgment that if any unknown historic or archeological remains discovered while accomplishing the activity authorized by a permit granted by the City, all work must immediately stop and notification of what was discovered must be made by the applicant to the City as well as any other required offices. The City will initiate the Federal and state coordination required to determine if the remains warrant a recovery effort or if the site is eligible for listing in the National Register of Historic Places. | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

dwelling schedule showing the unit type and number of each such units

- | | | |
|--|--------------------------|-------------------------------------|
| 22. Existing and proposed streets, driveways, sidewalks and other bicycle or pedestrian circulation features | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 23. Location, size and number of on-site parking areas, service lanes, parking and delivery or loading areas (see also Section 4.16) | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 24. Location, use and size of open spaces together with landscaping, screening, fences, and walls (see also Section 4.09 and Section 4.21) | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 25. Description of Existing and proposed on-site lighting (see also Section 4.27) | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

Utility Information

Provided

Not Provided or Applicable

- | | | |
|--|--------------------------|-------------------------------------|
| 26. Written description of the potential demand for future community services, together with any special features which will assist in satisfying such demand | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 27. Proposed surface water drainage, sanitary sewage disposal, water supply and solid waste storage and disposal (see also Section 4.13) | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 28. Location of other existing and proposed utility services (i.e., propane tanks, electrical service, transformers) and utility easements (see also Section 4.13) | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 29. Written description and location of stormwater management system to be shown on a grading plan, including pre- and post-site development runoff calculations used for determination of stormwater management, and location and design (slope) of any retention/detention features (see also Section 4. | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

- 12. A construction staging plan shall be shown to demonstrate where and how materials, equipment, construction debris, trash, dumpsters and motor vehicles will be stored and secured during construction. This plan shall ensure the site is kept clean, show how construction debris and trash will be controlled, and how safety issues will be secured including any necessary fencing or barriers that will be needed.

- 13. Proposed construction start date and estimated duration of construction.

- 14. Other information pertinent to the proposed development, specifically required by the Zoning Ordinance, and/or as may be determined necessary by the City Planning Commission

Natural Features

Provided Not Provided or Applicable

- 15. Location of natural features such as wood lots, streams, wetlands, unstable soils, bluff lines, rock outcroppings, and similar features (see also Section 4.26)

- 16. Topography of the site with at least two- to five-foot contour intervals

- 17. Proposed alterations to topography or other natural features

- 18. Earth-change plans, if any, as required by state law

Physical Features

Provided Not Provided or Applicable

- 19. Location of existing manmade features on the site and within 100 feet of the site

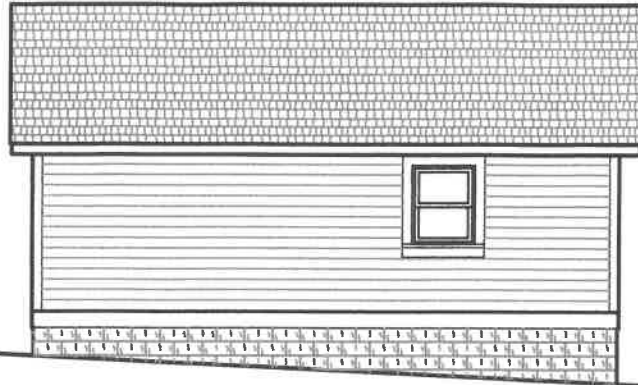
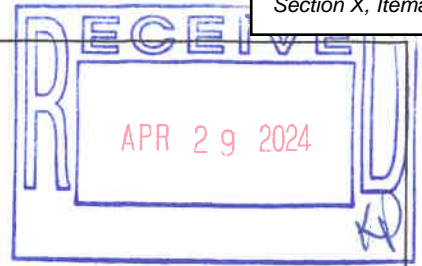
- 20. Location of existing and proposed principal and accessory buildings, including proposed finished floor and grade line elevations, height of buildings, size of buildings (square footage of floor space), and the relationship of buildings to one another and to any existing structures on the site

- 21. For multiple family residential development, a density schedule showing the number of dwelling units per acre, including a

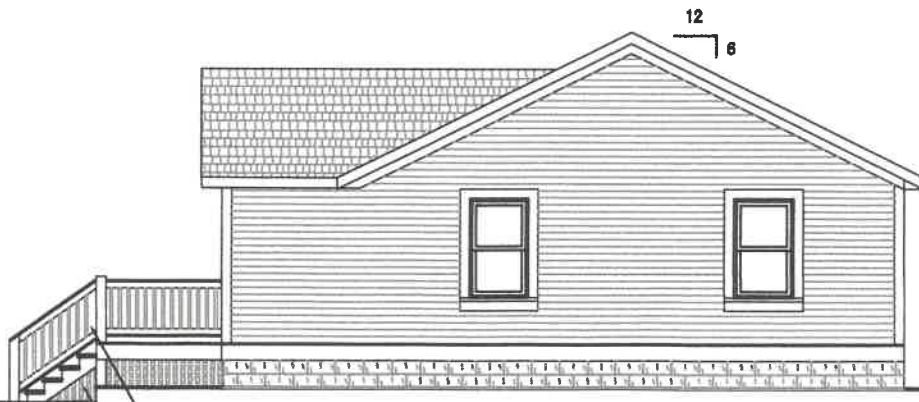
**Site Plan Informational
Requirements (Section 20.04, B and C)**

| <u>General Information</u> | <u>Provided</u> | <u>Not Provided or Applicable</u> |
|--|-------------------------------------|---------------------------------------|
| 1. Name and address of the applicant or developer, including the names and addresses of any officers of a corporation or partners of a partnership. For condominium subdivision project site plans, also include the name and address of the planner, design engineer or surveyor who designed the project layout and any interest he holds in the land. | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 2. Name and address of the individual or firm preparing the site plan | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 3. Scale of not greater than one 1 in = 20 ft for a development of not more than three acres and a scale of not less than 1 in = 100 ft for a development in excess of three acres | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 4. Legend, north arrow, scale, and date of preparation | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 5. Legal description of the subject parcel of land | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 6. Lot lines and general location together with dimensions, angles, and size correlated with the legal description of the property | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. Area of the subject parcel of land | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 8. Present zoning classification of the subject parcel | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 9. Written description of the proposed development operations | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 10. Written description of the effect, if any, upon adjoining lands and occupants, and any special features which are proposed to relieve any adverse effects to adjoining land and occupants | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 11. A freight hauling plan shall be shown to demonstrate how the materials, equipment, construction debris, and any trash will be transported to and from the property, what, if any motor vehicles may be needed for the project. (Applicant is responsible for ensuring frost laws do not delay necessary actions of this plan). | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

File No. R424-018-022
Exhibit B
Date 4-29-24
Initials KP

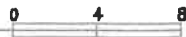


WEST ELEV



WOOD PICKET GUARD,
COMPOSITE DECKING
VINYL LATTICE

NORTH ELEV



Richard Clements Architect, PLLC
15215 Merry Lane
Oceano, MI 49759
richardlee1525@live.com 989-370-3681

ANDREW DOUD
PORCH REMODEL
2507 CADOTTE AVE.
MACKINAC ISLAND, MI 49757

date: Mar. 18, 2024
project: 1928

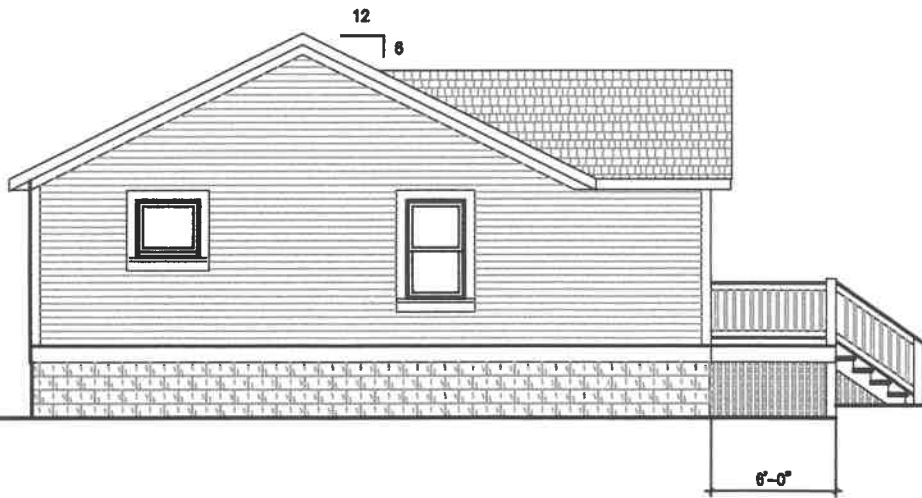
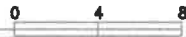


WOOD PICKET GUARD,
COMPOSITE DECKING
PAINTED WOOD BAND
BOARD

VINYL LATTICE

6'-0"

EAST ELEV



6'-0"

SOUTH ELEV

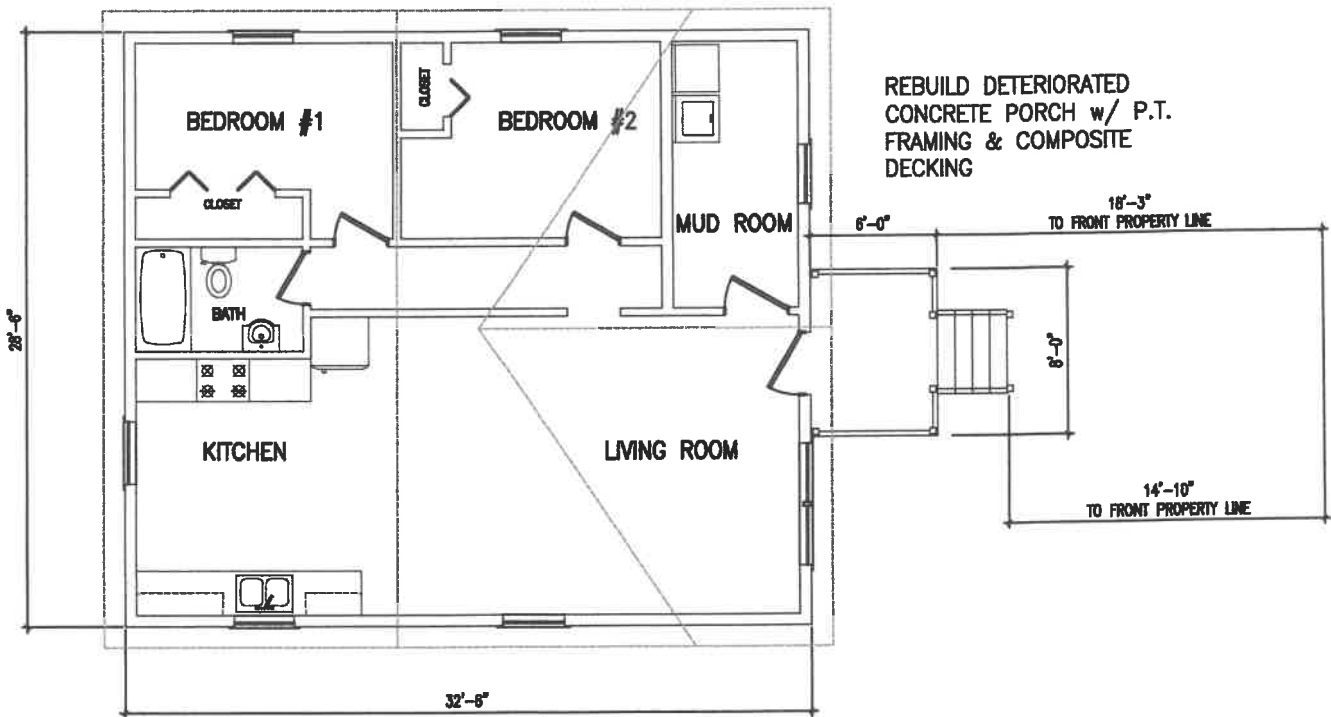


Richard Clements Architect, PLLC
15215 Merry Lane
Oshtemo, MI 49759
richardlee1525@live.com 989-370-3681

ANDREW DOUD
PORCH REMODEL
2507 CADOTTE AVE.
MACKINAC ISLAND, MI 49757

date: Mar. 18, 2024
project: 1928

sheet
A1.2
COPYRIGHT © 2024



FLOOR PLAN



| | | | |
|---|--|---------------------|------------------|
| Richard Clements Architect, PLLC 15215 Merry Lane Oshtemo, MI 49759 richardlee1525@live.com 989-370-3681 | ANDREW DOUD PORCH REMODEL | date: Mar. 18, 2024 | sheet: |
| | 2507 CADOTTE AVE. MACKINAC ISLAND, MI 49757 | project: 1928 | A1.1 |
| | | | COPYRIGHT © 2024 |

TAX #051-630-018-00

ASSESSORS PLAT OF HARRISONVILLE LOT 18.
TOWNSHIP 40 N, RANGE 3-2W. SECTION 36

TRASH & RECYCLABLES TO BE HELD
WITHIN EACH APARTMENT AND SET
CURBSIDE ON COLLECTION DAY

UNENCLOSED PORCHES
w/SOFFIT LIGHTS & COACH
LED LIGHTING TO BE KEPT
WITHIN CONFINES OF THE SITE.

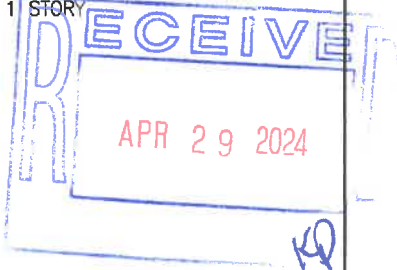
ZONED R-4
LOT AREA = 14,933 SF = 0.365 ACRES

ALLOWED IMPERVIOUS = 40% = 5,973 SF
ACTUAL IMPERVIOUS

| | | |
|------------------|---|----------------|
| EXISTING FLOOR | = | 926 sf |
| EXISTING PORCH | = | 48 sf |
| EXISTING BARN | = | 336 sf |
| WALKWAYS | = | 100 sf |
| TOTAL IMPERVIOUS | = | 1,410 sf = 10% |

MAX UNITS = 3 (@ 20/ ACRE)
ACTUAL UNITS = 2 EXISTING

MAX. HEIGHT = 35'-0" 2 1/2 STORY
ACTUAL HEIGHT = 15'-0" 1 STORY

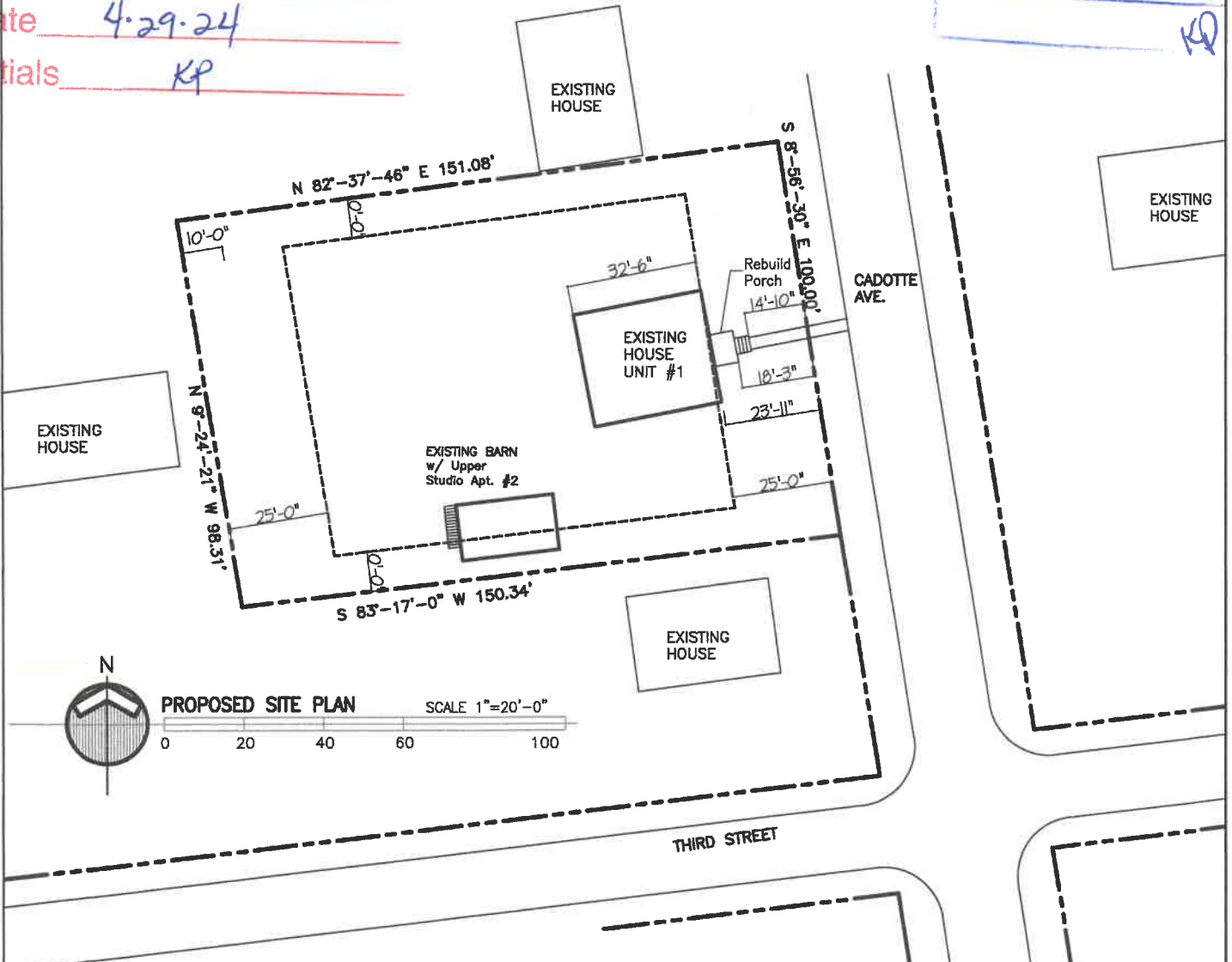


File No. R424018.022

Exhibit C

Date 4.29.24

Initials KP



PROPOSED SITE PLAN
SCALE 1"=20'-0"

0 20 40 60 100

| | | | |
|---|---|--|---|
| <p>Richard Clements Architect, PLLC 1920 Merry Lane Oshtemo, MI 49759 richardleo1925@ira.com 989-370-3681</p> | <p>ANDREW DOUD DUPLEX 2507 CADOTTE AVE. MACKINAC ISLAND, MI 49757</p> | <p>date: Mar. 18, 2024 project: 192B</p> | <p>sheet: A1.0 SITE PLAN COPYRIGHT © 2024</p> |
|---|---|--|---|

RECORDED
Section X, Item.
APR 29 2024
APR 29 2024
KR

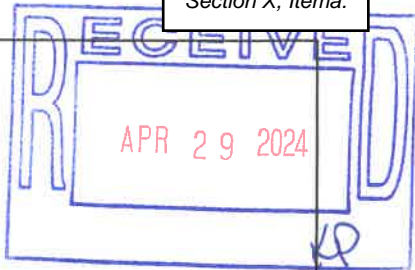
File No. R424.018.022

Exhibit D

Date 4-29-24

Initials KP





East side of Cadotte



Adjacent House to North



Cadotte to Southeast

Richard Clements Architect, PLLC
15215 Merry Lane
Oshtemo, MI 49759
richardlee1523@live.com 989-370-3681

ANDREW DOUD
PORCH REMODEL
2507 CADOTTE AVE.
MACKINAC ISLAND, MI 49757

date: Mar. 18, 2024
project: 1928

sheet:
A0.1
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Existing House East



Existing House North



Existing House South

| | |
|--|-------------|
| Richard Clements Architect, PLLC 15215 Merry Lane Ocoee, MI 49759 richardlee1523@live.com 989-370-3681 | |
| ANDREW DOUD PORCH REMODEL | |
| 2507 CADOTTE AVE. MACKINAC ISLAND, MI 49757 | |
| date: Mar. 18, 2024 | sheet: |
| project: 1928 | A0.0 |
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