



Thomas Warstler, Chairperson
Patrick Connor, Vice-Chairperson
Roy Weber, Secretary
Brian Black, Commissioner
Todd Milkiewicz, Commissioner

**PLANNING COMMISSION
 REGULAR MEETING AGENDA
 January 15, 2014, at 6:00 p.m.**

Christine Williams, Commissioner
Kel Smyth, Commissioner
Vacancy
Vacancy
James V. O'Toole, City Manager
Ronald Beauchamp, City Council Liaison

Escanaba City Hall, Council Chambers, 410 Ludington Street, Escanaba, MI 49829

Wednesday, January 15, 2014, at 6:00 p.m.

CALL TO ORDER

ROLL CALL

APPROVAL/CORRECTION(S) TO MINUTES – December 12, 2013

APPROVAL/ADJUSTMENTS TO THE AGENDA

CONFLICT OF INTEREST DECLARATION

UNFINISHED BUSINESS – None

PUBLIC HEARING

None.

NEW BUSINESS

1. Discussion – Year in Review – Calendar Year 2013.

Explanation: The Planning Commission will review the activities and accomplishments of the Commission over calendar year 2013.

2. Discussion – 2014 Planning Commission Plan of Work.

Explanation: The Planning Commission will discuss priorities for the 2014 Planning Commission Plan of Work.

3. Project Updates:

- a. Zoning Board of Appeals Hearings/Decisions.
- b. Delta County Planning Commission Update. The Planning Commission will be updated on the activities at the latest Delta County Planning Commission Meeting.
- c. Central U.P. Micropolitan Economic Development District Update.
- d. Zoning/Land Use Permit Update.
- e. Various.

GENERAL PUBLIC COMMENT

COMMISSION/STAFF COMMENT AND ANNOUNCEMENTS

ADJOURNMENT

The City of Escanaba will provide all necessary, reasonable aids and services, such as signers for the hearing impaired and audiotapes of printed materials being considered at the meeting to individuals with disabilities at the meeting/hearing upon five days notice to the City of Escanaba. Individuals with disabilities requiring auxiliary aids or services should contact the City of Escanaba by writing or calling City Hall at (906) 786-9402.

Respectfully Submitted,

Thomas Warstler, Chairperson
 Planning Commission

**PLANNING COMMISSION MEETING
ESCANABA, MICHIGAN
DECEMBER 12, 2013**

A meeting of the Escanaba Planning Commission was held on Thursday, December 12, 2013, at 6:00 p.m. in Room C101 at City Hall, 410 Ludington Street, Escanaba, MI 49829.

PRESENT: Chairperson Warstler, Vice Chairperson Patrick Connor, Secretary Roy Webber, Commissioners Kel Smyth, Christine Williams and Brian Black

ALSO PRESENT: City Manager Jim O'Toole

ABSENT: Commissioner Todd Milkiewicz

Chairperson Warstler called the meeting to order at 6:04 p.m.

Roll Call

City Manager O'Toole conducted the roll call.

Approval/Correction of the October 10, 2013, Regular Planning Commission Meeting Minutes

A motion was made by Vice Chairperson Connor, seconded by Commissioner Smyth, to approve the October 10, 2013, Meeting Minutes. Ayes were unanimous.

Approval/Adjustments to the Agenda

A motion was made by Commissioner Black, seconded by Vice Chairperson Connor, to approve the meeting agenda. Ayes were unanimous.

Conflict of Interest Declarations

None.

UNFINISHED BUSINESS

None.

PUBLIC HEARING

None.

NEW BUSINESS

Election of Officers

City Manager O'Toole stated that each year the Planning Commission selects from its membership a Chair, Vice Chair, Secretary and Deputy Secretary. City Manager O'Toole opened the floor to nominations for the position of Chair.

A motion was made by Vice Chairperson Connor, seconded by Commissioner Smyth to nominate Tom Warstler as Chair. Ayes were unanimous.

A motion was made by Commissioner Black, seconded by Chairperson Warstler, to nominate Pat Connor as Vice Chair. Ayes were unanimous.

A motion was made Commissioner Smyth, seconded by Vice Chairperson Connor, to nominate Roy Webber for Secretary. Ayes were unanimous.

A motion was made Vice Chairperson Connor, seconded by Chairperson Warstler, to nominate Brian Black Deputy Secretary. Ayes were unanimous.

Adoption of 2014 Meeting Schedule

City Manager O'Toole provided the Planning Commission with the 2014 Meeting Schedule.

A motion was made by Vice Chairperson Connor, seconded by Commissioner Webber, to adopt the schedule as submitted. Ayes were unanimous.

Appointment to the Delta County Planning Commission

Annually, the Escanaba Planning Commission appoints a representative to the Delta County Planning Commission.

A motion was made by Commissioner Smyth, seconded by Commissioner Williams, to appoint Pat Connor as the representative to the Delta County Planning Commission. Ayes were unanimous.

Review Escanaba Planning Commission By Laws

City Manager O'Toole reviewed the Escanaba Planning Commission By Laws with the Commission. Review of the role of the Planning Commission, Membership Make Up, Duties of Commission Members, Officers, Meetings, etc. was done. City Manager O'Toole recommended section 5.J. Order of Business. Agenda be amended to include a Conflict of Interest Declaration be added to the agenda.

General discussion between the Commissioners and the City Administration took place.

A motion was made by Commissioner Black, seconded by Vice Chairperson Connor, to approve the By Laws as reviewed in making the change to Section 5.J. as it pertains to Conflict of Interest Declaration. Ayes were unanimous.

Project Updates:

- A. Zoning Board of Appeals Hearings/Decisions – There was no meeting held last month.
- B. Delta County Planning Commission Update – There was no meeting held last month.
- C. Ordinance Policy Review/Development – There are no updates.
- D. Zoning/Land Use Permit Update – City Manager O'Toole stated he would forward the Planning Commission the updated statistical information.

E. Various

Central U.P. Micropolitan Economic Development Project – City Manager O’Toole informed the Commission that the bills amending the Next Michigan Development Act to require an economic zone in the Upper Peninsula had been passed by both Houses in Lansing and were on their way the Governor for signature.

Northern Motors Remodel of 2625 Ludington Street – City Manager O’Toole informed the Commission that the Northern Motors Auto Dealership had submitted a sketch plan review to repurpose the building located at 2625 Ludington Street for a new auto retail store. An administrative sketch plan review with City staff and Michigan Department of Transportation is scheduled for next week.

GENERAL PUBLIC COMMENT

None.

COMMISSION/STAFF COMMENT AND ANNOUNCEMENTS

City Manager O’Toole introduced Councilman Ron Beauchamp as the new City Council Liaison to the Escanaba Planning Commission.

ADJOURNMENT

A motion was made by Chairperson Warstler, seconded by Commissioner Williams, to adjourn the meeting. The meeting adjourned at 6:18 p.m. Ayes were unanimous.

Thomas Warstler, Chairperson
Escanaba Planning Commission

James V. O’Toole, City Manager
City of Escanaba

Roy Webber, Secretary
Escanaba Planning Commission

Originator: Escanaba Planning Commission

Revision Date: December 12, 2013

Subject: Escanaba Planning Commission By-Laws

CROSS REFERENCE: Ordinance No. 1088, Ordinance to Create a Planning Commission, P.A. 33 of 2008, as amended, being the Michigan Planning Enabling Act, P.A. 110 of 2006, as amended being the Michigan Zoning Enabling Act.

Purpose: In order to carry out the duties and responsibilities conveyed under Ordinance No. 1088, an Ordinance to Create a Planning Commission and the Michigan Planning Enabling Act, Public Act 33 of 2008, as amended, there has been a Planning Commission created consisting of nine (9) members who are appointed by the Escanaba City Council to pass on matters pertaining to planning and who are not employees of the City of Escanaba. The name shall be the Escanaba Planning Commission, hereafter known as the "Commission". These Bylaws are adopted by the Commission to facilitate the performance of its duties as outlined in P.A. 33 of 2008, as amended, being the Michigan Planning Enabling Act, (M.C.L. 125.3801 *et seq.*), hereinafter "the Planning Act." These Bylaws are also adopted to facilitate the duties of the Commission for administration of a zoning ordinance as outlined in P.A. 110 of 2006, as amended, being the Michigan Zoning Enabling Act, (M.C.L. 125.3101 *et seq.*), hereinafter "the Zoning Act."

1. Role of The Planning Commission.

The roles of the Planning Commission include some functions in addition to the statutory duties and responsibilities. The role of the Planning Commission includes the social or cultural expectation that citizens have of the service that the Planning Commission provides in helping to set and implement local land use and development policy. There are eight (8) key roles of the Planning Commission:

- A. Educate the public about local planning issues, the master plan, and land use regulations.
- B. Cooperate and coordinate with other units of government on planning matters.
- C. Prepare, adopt and maintain a master plan.
- D. Review other community's draft master plans when submitted for that purpose, and provide coordination of planning and zoning in other units of government.
- E. Draft and present to the City Council a zoning ordinance and amendments and advise on various zoning actions.
- F. Review and comment on proposed public works projects.
- G. Prepare and annually adopt a capital improvement program.
- H. Prepare subdivision regulations and advise on proposed plats.

2. Membership.

- A. Members. Members of the Commission are appointed by the Escanaba City Council pursuant to the Escanaba Planning Commission Ordinance No. 1088, as amended.
1. First priority, each member shall represent and advocate what is best for the City of Escanaba as a whole, putting aside personal or special interests. Second priority, membership shall be representative of the entire geography of the City of Escanaba to the extent practicable, and as a secondary consideration to the representation of the major interests as defined by Ordinance No. 1088, as amended.
- B. Liaisons. The purpose of liaisons is to provide certain City of Escanaba officials and quasi-officials the ability to participate in discussions with the Commission, in addition to speaking in public participation, and nothing else. Liaisons cannot vote, introduce motions, initiate any other parliamentary action, be counted for a quorum or be expected to comply with attendance requirements pursuant to Section 2.C of these bylaws. Liaisons, if not already appointed Commission members, are:
1. The Commission's consultants.
 2. City Attorney.
 3. City engineering, electrical, water and wastewater department heads, or similar department heads, their agents and/or consultants.
 4. City Manager or designee.
 5. City Council persons other than the Ex-officio.
- C. Attendance. If any member of the Commission is absent from three (3) consecutive regularly scheduled meetings, then that member shall be considered delinquent. Delinquency shall be grounds for the Escanaba City Council to remove a member from the Commission for nonperformance of duty, or misconduct, after holding a public hearing on the matter. The Commission secretary, or acting secretary in the absence of the elected secretary, shall keep attendance records and shall notify the Escanaba City Council whenever any member of the Commission is absent from three consecutive regularly scheduled meetings, so the City Council can consider further action allowed under law or excuse the absences.
- D. Training. Each member shall have attended at least four hours per calendar year of training in planning and zoning during the member's current term of office.
- E. Incompatibility of Office.
1. Each member of the Commission shall avoid conflicts of interest and/or incompatibility of office. As used here, a conflict of interest shall at a minimum include, but not necessarily be limited to, the following:
 - a. Issuing, deliberating on, voting on, or reviewing a case concerning him or her.
 - b. Issuing, deliberating on, voting on, or reviewing a case concerning work on land owned by him or her or which is adjacent to land owned by him or her.

- c. Issuing, deliberating on, voting on, or reviewing a case involving a corporation, company, partnership, or any other entity in which he or she is a part owner, or any other relationship where he or she may stand to have a financial gain or loss.
 - d. Issuing, deliberating on, voting on, or reviewing a case which is an action which results in a pecuniary benefit to him or her.
 - e. Issuing, deliberating on, voting on, or reviewing a case concerning his or her spouse, children, step-children, grandchildren, parents, brothers, sisters, grandparents, parent's in-law, grandparent's in-law, or members of his or her household.
 - f. Issuing, deliberating on, voting on, or reviewing a case where his or her employee or employer is:
 - (1) an applicant or agent for an applicant, or
 - (2) has a direct interest in the outcome.
2. If there is a question whether a conflict of interest exists or not, the question shall be put before the Commission. Whether a conflict of interest exists or not shall be determined by a majority vote of the remaining members of the Commission.
 3. When a conflict of interest exists, the member of the Commission, or Planning Commission, shall do all of the following immediately, upon first knowledge of the case and determining that a conflict exists:
 - a. declare a conflict exists at the next meeting of the Commission or Planning Commission:
 - b. cease to participate at the Commission or Planning Commission meetings, or in any other manner, or represent one's self before the Commission, its staff, or others, and
 - c. During deliberation of the agenda item before the Commission or Planning Commission, leave the meeting or remove one's self from the front table where members of the Commission sit, until that agenda item is concluded.
 4. If a member of the Commission is appointed to another office, which is an incompatible office with his or her membership on the Commission, then on the effective date of the appointment to the other office, that shall result in an automatic resignation from the Commission. If a member of another office is appointed to the Commission, which is an incompatible office with his or her membership in the other office, then on the effective date of the appointment to the Commission, that shall result in an automatic resignation from the other office.

3. Duties of all commission members.

- A. *Ex Parte* contact.
 1. Members shall avoid *Ex Parte* contact about cases where an administrative decision is before the commission whenever possible.
 2. Despite one's best efforts it is sometimes not possible to avoid *Ex Parte* contact. When that happens, the member should report to the Commission

at a public meeting or hearing what was said, so that every member and other interested parties are made aware of what was said.

- B. Site Inspections.
 - 1. Site inspections shall be done by the Administration. A written report of the site inspection shall be orally presented to the Commission at a public meeting or hearing on the site.
 - 2. If desired, no more than four (4) members of the Commission may accompany the zoning administrator or staff on a site inspection.
- C. Not Voting On the Same Issue Twice.
 - 1. Any member of the Commission shall avoid situations where they are sitting in judgment and voting on a decision which they had a part in making. As used here, sitting in judgment and voting on a decision which they had a part in making, at a minimum shall include, but not necessarily be limited to, the following:
 - a. When the appeal is of an administrative or other decision by Commission and the member of the Commission sits both on the Commission and Zoning Board of Appeals.
 - b. When the case is an administrative decision which was decided by the Commission and sent to the City Council for further action, and the member of the Commission sits both on the Commission and City Council.
- D. Accepting gifts.
 - 1. Gifts shall not be accepted by a member of the Commission or liaisons from anyone connected with an agenda item before the Commission.
 - 2. As used here, gifts shall mean cash, any tangible item, or service, regardless of value.
- E. Public Deliberation and Debate.
 - 1. Free and open debate should take place on issues before the Commission. Such debate shall only occur at meetings of the Commission.
 - 2. Once a vote is taken and an issue is decided by vote, the duty of each member of the Commission is to represent the position reflected by the outcome of the vote. Minority reports and requests for reconsideration may take place only at an open meeting of the Commission.
- F. Code of Conduct. Each member, upon appointment, shall sign a code of conduct.

4. **Officers.**

- A. Selection. At the regular meeting in December of each year, the Commission shall select from its membership a Chair, Vice-Chair, Secretary, and Deputy Secretary. All officers are eligible for re-election. In the event the office of the Chair becomes vacant, the Vice-Chair shall succeed to this office for the unexpired term and the Commission shall select a successor to the office of Vice-Chair for the unexpired term. In the event the office of the Secretary becomes vacant, the Deputy Secretary shall succeed to this office for the unexpired term and the Commission shall select a successor to the office of Deputy Secretary for

- the unexpired term. The Commission or Secretary may also designate another person who is not a member of the Commission to be the recording secretary.
- B. Tenure. The Chair, Vice-Chair and Secretary shall take office January 1 following their selection and shall hold office for a term of one year or until their successors are selected and assume office.
- C. Chair's Duties. The Chair retains his or her ability to discuss, make motions and vote on issues before the Commission. The Chair shall:
1. Preside at all meetings with all powers under parliamentary procedure;
 2. Shall rule out of order any irrelevant remarks; remarks which are personal; remarks about another's race, religion, sex, physical condition, ethnic background, beliefs, or similar topics; profanity; or other remarks which are not about the topic before the Commission;
 3. Restate all motions as pursuant to Section 5.E of these Bylaws;
 4. Appoint Planning Commissioners;
 5. Appoint officers of the Planning Commission or choose to let the Planning Commissioners select their own officers.
 6. May call special meetings pursuant to Section 5.B of these Bylaws;
 7. Act as an Ex-Officio member of all Planning Commissioners of the Commission;
 8. Appoint an Acting-Secretary in the event the Secretary is absent from a Commission meeting.
 9. Review with the Secretary or staff, prior to a Commission meeting, the items to be on the agenda if he or she so chooses;
 10. Periodically meet with the City Staff to review Planning Department operation, procedures, and to monitor progress on various projects.
 11. Represent the Commission, before the Escanaba City Council; and
 12. Perform such other duties as may be ordered by the Commission.
- D. Vice-Chair's Duties. The Vice-Chair shall:
1. Act in the capacity of Chair, with all the powers and duties found in Section 4.C of these Rules, in the Chair's absence;
 2. Perform such other duties as may be ordered by the Commission.
- E. Secretary's Duties. The Secretary shall:
1. Execute documents in the name of the Commission;
 2. Be responsible for the minutes of each meeting, pursuant to section 6.A of these Bylaws if there is not a recording secretary.
 3. Review the draft of the minutes, sign them, and submit them for approval to the Commission and shall have them spread in suitable volumes. Copies of minutes shall be distributed to each member of the Commission prior to the next meeting of the Commission (the Secretary may delegate this duty to City staff);
 4. Receive all communications, petitions, and reports to be addressed by the Commission, delivered or mailed to the Secretary in care of the Planning and Zoning Department;
 5. Keep attendance records pursuant to Section 2.C of these Bylaws;

6. Provide notice to the public and members of the Commission for all regular and special meetings, pursuant to the Open Meetings Act, P.A. 267 of 1976, as amended, M.C.L. 15.261 *et seq.* (the Secretary may delegate this duty to City staff);
 7. Prepare an agenda for Commission meetings pursuant to Section 5.K of these Bylaws (the Secretary may delegate this duty to City staff);
 8. Perform such other duties as may be ordered by the Commission.
- F. Deputy Secretary's Duties. The Deputy Secretary shall:
1. Act in the capacity of Secretary, with all the powers and duties found in Section 4.E of these Rules, in the Secretary's absence; and
 2. Perform such other duties as may be ordered by the Commission.
- G. Recording Staff Duties. The Recording Secretary shall not be a member of the commission or any of its Planning Commissioners, and shall:
1. At each meeting take notes for minutes and prepare a first draft of minutes pursuant to section 6.A of these Bylaws for review and signature by the Secretary; and
 2. Perform such other duties as may be ordered by the Commission or secretary.

5. Meetings.

- A. Regular meetings. Meetings of the Commission will be held on the second Thursday of each month at 6 p.m. at City Hall, 410 Ludington Street, Escanaba, Michigan. When the regular meeting day falls on a legal holiday, the Commission shall select a suitable alternate day in the same month. An annual notice or regularly scheduled Commission meetings shall comply with P.A. 267 of 1976, as amended. The Commission shall assume no meeting will be scheduled unless notified by the Administration.
- B. Special Meetings. Special meetings shall be called in the following manner:
1. By the Chair.
 2. By any three (3) members of the Commission.
 3. By the City Manager.
 4. Notice of special meetings shall be given by the Secretary to members of the Commission at least forty eight (48) hours prior to such meeting and shall state the purpose, time, day, month, date, year and location of the meeting (the Secretary may delegate this function to staff). In addition notices shall comply with P.A. 267 of 1976, as amended, (being the Michigan Open Meetings Act M.C.L. 15.261 *et seq.*).
- C. Recess. The Chair, or the Commission, after the meeting has been in session for two hours (not including site inspections), shall suspend the Commission's business and evaluate the remaining items on its agenda. The commission shall then decide to finish that meeting's agenda, may act to continue the meeting on another day (fix the time at which to adjourn), or complete some agenda items and continue the meeting on another day to complete other agenda items or postpone certain agenda items to the next meeting. If applicable such action shall include the time, day, month, date, year, and location the Commission will

reconvene. If more than 18 hours will pass before the reconvened Commission, public notice shall be given to comply with P.A. 267 of 1976, as amended, (being the Michigan Open Meeting Act M.C.L. 15.261 *et seq.*). Upon reconvening, a roll call of attendance shall be the first item of business before proceeding with the same agenda. The commission shall resume with the same meeting agenda, proceeding at the same point where they left off, without the addition of additional business.

- D. Quorum. More than half the total number of seats for members of the Commission, regardless if vacancies exist or not, shall constitute a quorum for the transaction of business and the taking of official action for all matters before the Commission. Whenever a quorum is not present at a regular or special meeting, those present shall adjourn the meeting to another day.
- E. Motions.
1. Motions shall be restated by the Chair before a vote is taken.
 2. Findings of Fact. All actions taken in an administrative capacity (including but not limited to, special use permits, subdivisions, zoning, site plan review, planned unit developments, review and submission on another municipality's proposed plan, review and submission on a capital improvement, review of township zoning) shall include each of the following parts.
 - a. A finding of fact, listing what the Commission determines to be relevant facts in the case in order to eliminate misleading statements, hearsay, irrelevant, and untrue statements.
 - b. Conclusions to list reasons based on the facts for the Commission's action, often directly related, or not, to a finding of compliance, or noncompliance, to standards.
 - c. The Commission's action; recommendation or position, approval, approval with conditions, or disapproval.
- F. Voting. Voting shall be by voice and shall be recorded as passing or failing. Roll call votes will be recorded only upon request by a member of the Commission and shall be recorded by "yes" or "no". Members must be present to cast a vote. Voting by proxy shall not occur. The affirmative vote of a majority of those present or a majority of a quorum, whichever is greater, shall be necessary for the adoption of motions. The affirmative vote of a majority of the total number of seats for members of the Commission, regardless if vacancies or absences exist or not, shall be necessary for the adoption, or recommendation for adoption, of any plan or amendment to a plan.
- G. Commission Action. Action by the Commission on any matter on which a hearing is held shall not be taken until the hearing has been concluded.
- H. Parliamentary Procedure. Parliamentary procedure in Commission meetings shall be informal. However, if required to keep order, Commission meetings shall then be governed by *Roberts Rules of Order* for issues not specifically covered by these Bylaws. Where these Bylaws conflict, or are different than *Robert's Rules of Order*, then these Bylaws control.

- I. Public Participation. All regular and special meetings, hearings, records, and accounts shall be open to the public.
 1. All public comment on all agenda items should be presented where provided in the printed agenda as the agenda item is discussed. After that point during the meeting, public comment is normally not allowed; however, sometimes the Commission may direct questions to members of the public. Public comment is during the course of the deliberation so the Commission can hear concerns and questions before acting on an issue. Those making public comment are expected to be familiar with the issue and have prepared comments ahead of time. To help the public in preparing for the meeting, any written material shall be made available without cost for members of the public asking for a copy prior to the meeting.
 2. The Chair may limit the amount of time allowed for each person wishing to make public comment at a Commission meeting. Petitioners and aggrieved party comment to an agenda item can be restricted to fifteen (15) minutes unless amended by the Chairperson. General public comment shall be restricted to two (2) minutes unless amended by the Chairperson. The Chair may ask members of the audience to caucus with others sharing similar positions so they may select a single spokesperson.
- J. Order of Business. Agenda. The Secretary, or designee, shall prepare an Agenda for each meeting and the order of business shall be as follows:
 - (A) Call to order.
 - (B) Roll Call.
 - (C) Approval and/or Correction to Minutes of Previous Meeting.
 - (D) Approval and/or Adjustment to the Agenda.
 - (E) Conflict of Interest Declaration.
 - (F) Unfinished Business and Report Presentation.
 - (G) Public Hearings.
 - (H) New Business.
 - (I) Public Comment.
 - (J) Member/Staff Announcements.
 - (K) Adjournment.

Delivery of Agenda. The agenda and accompanying materials shall be mailed/hand delivered to Commission members so that it might be perceived prior to the weekend prior to the regular meeting date.
- K. Placement of Items on the Agenda.
 1. The City Manager's Office and/or Community Preservation Department shall be the office of record for the Commission.
 2. The City Manager may receive items on behalf of the Commission between the time of the adjournment of the previous Commission meeting and five (5) business days prior to the next regularly scheduled Commission meeting.

3. Items received by the Administration four (4) or less business days prior to the next regularly scheduled Commission meeting shall be set aside to be received by the Commission at its next regularly scheduled Commission meeting. The Commission may act on those items of a minor nature or table action to the subsequent regular or special Commission meeting. Those items of a major nature or items normally receiving staff review, analysis, or recommendation shall be tabled until the subsequent regular or special Commission meeting.
4. The deadline to add items to the Commission's meeting agenda shall be five (5) business days prior to the next regularly scheduled Commission meeting.

6. Record.

- A. Minutes and Record. The Commission Secretary shall keep, or cause to be kept, a record of Commission meetings, which, shall at a minimum include an indication of the following:
 1. Copy of the meeting posting pursuant to P.A. 267 of 1976, as amended, (being the Michigan Open Meetings Act, M.C.L. 15.261 *et. seq.*)
 2. Copy of the minutes, and all its attachments which shall include a summary of the meeting, in chronological sequence of occurrence:
 - a. Time and place the meeting was called to order.
 - b. Attendance.
 - c. Indication of others presents (listing names if others choose to sign in and/or a count of those present).
 - d. Summary or text of points of all reports (including reports of what was seen and discussed at a site inspection) given at the meeting, and who gave the report and in what capacity. An alternative is to attach a copy of the report if offered in writing.
 - e. Summary of all points made in public participation or at a hearing by the applicant, officials, and guests and an indication of who made the comments. An alternative is to attach a copy of the public's statement, petition, or letter if it is provided in written form.
 - f. Full text of all motions introduced, whether seconded or not, who made the motion and who seconded the motion. For each motion, the following should be included:
 1. Who testified and a summary of what was said.
 2. A statement of what is being approved (e.g. special use permit, variance, conditional use permit, subdivision, land division, etc.)
 3. The location of the property involved (tax parcel number and description, legal description is best).
 4. What exhibits were submitted (list each one, describe each, number or letter each and refer to the letter or number in the minutes).

5. What evidence was considered (summary of discussion by members at the meeting).
 6. The administrative body's findings of fact.
 7. Reasons for the decision made. (If the action is to deny, then each reason should refer to a section of an ordinance which would be violated or with which not complied.)
 8. The decision (e.g. approves, deny, approve with modification).
 9. A list of all required improvements (and if they are to be built up-front or name the type of performance security to be used), if any.
 10. List of all changes to the map/drawing/site plan that was submitted. Make the map/drawing/site plan part of the motion (e.g. "...attached to the original copy of these minutes as appendix 'A', and made a part of these minutes...").
- g. Who called the question.
 - h. The type of vote and its outcome. If a roll call vote, indicate who voted yes, no, abstained or a statement the vote was unanimous. If not a roll call vote, then simply a statement: "the motion passed/failed after a voice vote."
 - i. That a person making a motion withdrew it from consideration.
 - j. All the Chair's rulings.
 - k. All challenges, discussion and vote/outcome on a Chair's ruling.
 - l. All parliamentary inquiries or point of order.
 - m. When a voting member enters or leaves the meeting.
 - n. When a voting member or staff member has a conflict of interest and when the voting member ceases and resumes participation in discussion, voting and deliberations at a meeting.
 - o. All calls for an attendance count, the attendance, and ruling if a quorum exists or not.
 - p. The start and end of each recess.
 - q. All Chairs' rulings of discussion being out of order.
 - r. Full text of any resolutions offered.
 - s. Summary of announcements.
 - t. Summary of informal actions, or agreement on consensus.
 - u. Time of adjournment.
3. Records of any action, support documents, maps, site plans, photographs, correspondence received, attached as an appendix to the minutes.
- B. Retention. Commission records shall be preserved and kept on file according to the following schedule:
1. Minutes, bonds, oaths of officials, zoning ordinances, master or comprehensive plans, other records of decisions, Commission or department publications: Permanent.
 2. General ledger: 20 years.

3. Account journals: 10 years.
4. Bills and/or invoices, receipts, purchase orders, vouchers: 7 years.
5. Correspondence: Permanent.

7. Committees.

- A. Ad-Hoc Committees. The Commission or Chair may establish and appoint ad-hoc committees for special purposes or issues, as deemed necessary. Less than a quorum may serve on an ad-hoc committee at any given time.
- B. Citizen Committees. The Commission, Chair, or City Manager may establish and appoint citizen committees with the consent of the Commission. Membership can be any number, so long as less than quorums of the Commission serve on a citizen committee at any given time. The purpose of the citizen committee is to have more citizen and municipal government involvement, to be able to use individuals who are knowledgeable or expert in the particular issue before the Commission and to better represent various interest groups in the City of Escanaba.

8. Rules of Procedure for All Planning Commissioners.

- A. Subservient to the Commission. All Planning Commissioners are subservient to the Commission and report their recommendations to the Commission for review and action. The Commission can overrule any action of any committee.
- B. Same Principles. The same principals of these Bylaws for the Commission also apply to all Commissioners of the Commission including, but not limited to:
 1. Officers. Officers of the Planning Commission are appointed by the Chair of the Commission at the time the Planning Commission is created, or are elected by the Planning Commissioner's membership at their first meeting. Officers, at a minimum, include a Chair and Secretary-Vice-Chair.
 2. Quorum. A Planning Commission's quorum shall be at least half the total appointed membership of the Planning Commission.
 3. Voting. Only those appointed members of a Planning Commission, who are present at the time of a vote, shall be eligible to cast a vote.
 4. Attendance. If any member of the Planning Commission is absent from three consecutively scheduled meetings, then that member shall be considered delinquent. Delinquency shall be grounds for the Commission to remove any member from the Planning Commission. The Planning Commission Secretary-Vice-Chair or acting Planning Commission Secretary in the absence of the elected Planning Commission Secretary-Vice-Chair shall keep attendance records and notify the Commission of any Planning Commission member who is absent from three consecutively scheduled meetings so the Commission may consider removal of the individual from the Planning Commission or excuse the absence(s).
 5. Minutes. The Secretary-Vice-Chair of the Planning Commission shall keep minutes of the Planning Commission meetings in the same format used by the Commission and filed in the same office as the Commission's minutes.

6. Staff. Planning Commissioners have reasonable use of staff time and assistance and direction for performing the work of the Planning Commission.
7. Public. All Planning Commission meetings are open meetings available for public attendance and participation and minutes of the meetings are to be available for public inspection under the same principals found in P.A. 267 of 1976, as amended, (being Michigan Open Meetings Act, M.C.L. 15.261 *et seq.*).
8. Subcommittees. Citizen committees may form subcommittees from their own membership and/or with additional citizens when deemed necessary. Subcommittees are subservient to the parent committee. Subcommittees are informal, not requiring quorums, attendance requirements, minutes, or public participation. Subcommittee membership shall consist of less than half the parent committee's membership.

9. Hearings.

- A. Plan Hearings. Before the adoption of any part of a plan, as defined in the Planning Act, or any amendment to a plan, or recommending approval of an amendment to the Escanaba City Council, the Commission shall hold a public hearing on the matter. Notice of the time and place of the hearing shall be given, not less than fifteen (15) days prior to such hearing, by at least one (1) publication in each newspaper of general circulation.
- B. Special Hearings. Notice of special hearings for the purposes of presenting preliminary master plans, obtaining public opinion on a problem, or discussion of a particular problem with interested parties will be given in the most practical manner and to persons, or group representatives most interested, and as required by the Planning Act, Zoning Act, and relevant local zoning ordinance.
- C. Notice of Decision. A written notice containing the decision of the Commission will be sent to petitioners and originators of a request for the Commission to study a special problem.

10. Zoning Responsibilities.

- A. All powers of the zoning commission have been transferred to this Commission, pursuant to M.C.L. 125.3301 of the Zoning Act.
- B. Zoning adoption or amendment (including PUD zoning amendments). The commission shall review and act on all proposed zoning ordinances, or zoning amendments pursuant to the Zoning Act. At least one hearing shall be held on each proposed zoning ordinance or amendment, with notices given as specified in the zoning ordinance and the Zoning Act. After the hearing, action shall be in the form of a recommendation to the legislative body. At a minimum the recommendation shall include:
 1. Zoning plan for the areas subject to zoning, or zoning amendment of the local unit of government;
 2. The establishment of or modification of zoning districts, including the boundaries of those districts, if applicable;

3. The text of a zoning ordinance or amendment with the necessary maps and zoning regulations to be adopted for a zoning district or the zoning jurisdiction as a whole; and
 4. The manner of administering and enforcing the zoning ordinance.
- C. Special Use Permit (including PUDs). The Commission shall review and act on all special use permits pursuant to the Zoning Act and Zoning Ordinance. At least one (1) hearing shall be held on each proposed Zoning Ordinance or amendment, with notices given as specified in the Zoning Ordinance and the Zoning Act. After the hearing, action shall be in the form of a motion which contains (or is included in the minutes) a finding of fact, conclusions as to a list of reasons for the action, and the Commission's action, pursuant to section 5.E.2 of these Bylaws.
- D. Site Plan Review. The Commission shall review and act on those entire site plans which the Zoning Ordinance requires Commission action. Action shall be in the form of a motion which contains (or is included in the minutes) a finding of fact, conclusions as to a list of reasons for the action, and the Commission's action, pursuant to section 5.E.2 of these Bylaws.
- E. Appeals. The Commission shall not act, or otherwise hear issues on Zoning Ordinance interpretation, zoning map interpretation, non-use variances, or use variances. Such matters shall be exclusively the jurisdiction of the Zoning Board of Appeals.

11. Plan Reviews.

- A. The Commission shall review all site plans as defined in the Escanaba Zoning Ordinance.

12. Capital Improvements Review.

- A. Capital Improvements (the removal, relocation, widening, narrowing, vacating, abandonment, change of use or extension of any public way, grounds, agricultural land, open spaces, buildings, or properties before work is started and after municipal capital improvement planning approval is obtained). If the funding for the capital improvement project is from a grant, this approval must be obtained prior to applying for the grant or done as part of the state or federal grant clearinghouse process.
- B. All preliminary plans and reports for the physical development of the City of Escanaba, including the general location, character and extent of streets and roads, viaducts, bridges, open space, wetlands, forest land, parks and recreation spaces; the general location of public buildings and other public property; the general location and extent of public utilities and terminals.
- C. Action shall be in the form of a motion which contains (or is included in the minutes) a finding of fact, conclusions as to a list of reasons for the action, and the Commission's advisory action, pursuant to section 5.E.2 of these Bylaws.
- D. When reviewing the proposed project the planning commission should at a minimum consider the following issues. If the answer to any of the below is

“no,” then the planning commission’s review of the project should not be favorable.

1. Is the proposed project consistent with adopted plans?
 2. Is the project consistent with other governmental management plans?
 3. Is the project consistent with the plans of each municipality located within or contiguous to the local unit of government?
 4. Is the project consistent with adopted, if any, capital improvement plans?
- E. The review shall be in the form of a letter, sent within thirty-five (35) days after the proposal is filed for review, and shall take into account:
1. Respect for the idea that the submission and review stages are near the end of a process. A community may be ready to start construction and others may be waiting for the task to be done.
 2. Focus only on significant issues in a clear and well documented way. Suggest solutions rather than only pointing out what is wrong.
 3. Be clear and document statements to improve the quality of planning for the entire area. This process is to improve coordinated planning, not to undermine relationships or exacerbate tensions between governments or agencies of governments.
 4. Include mutual respect of others, so the comments are factual, objective, and based on sound planning principles.

13. Capital Improvement Program.

- A. Annually, a capital improvement program (CIP) of public structures and improvements shall be adopted.
- B. In addition to the involvement of the planning commission, the review process must include the following individual, individuals, agencies, and departments in preparing the CIP.
 1. City Manager;
 2. Department Heads within the City of Escanaba including but not limited to the Department of Public Works, Wastewater Department, Water Department, Electrical Department, Community Preservation Department and Controller’s Office.
- C. The Administration shall cause to be requested from each agency or department of the local unit of government (with authority for public structures or improvements) for an annual inventory of desired public improvement projects with lists, plans and estimates of time and cost involved.
- D. The Administration shall organize the proposed public structures and improvements in the general order of their priority, that in the Planning Commission’s judgment will be needed or desired or can be undertaken in the ensuing six (6) year period.
 1. In doing so, the Planning Commission may make use of expert advice and information from staff from the planning department or private consultants:
 - a. City of Escanaba’s Comprehensive Annual Financial Report
 - b. Population studies

- c. Economic studies
 - d. Land Use Maps
 - e. Future Plans
2. In doing so, the Planning Commission shall develop a formal set of criteria or use other techniques to use to organize the proposed public structures and improvements in order of importance. The following issues at a minimum should be considered:
- a. Description, location, and purpose of project;
 - b. Justification for the need for project;
 - c. An explanation of its relationship to other projects;
 - d. The cost of project (submit detailed budget);
 - e. Estimated annual income from projects;
 - f. Estimated annual operation costs for the project;
 - g. Status of plans/specifications for the project and the expected length of time the capital project will last;
 - h. Year construction of project should start;
 - i. The rank/importance of project within department submitting it; and
 - j. Environmental, health, and safety impacts and energy consumption.

The proposed public structures and improvements in order of importance shall be considered a draft CIP.

- E. The planning commission shall review the CIP.
 - 1. The review shall include each project to determine the conformance of the projects with community comprehensive plans, development policies, and the objectives and goals of the community.
 - 2. The review shall include an opportunity for departments to present their arguments for why any given project should be included in the program and at what order of priority.
 - 3. Upon completion of the review, a second draft of the CIP shall be prepared.
- F. The planning commission shall hold a public hearing on the second draft of the CIP.
- G. After the hearing, if needed, a third draft of the CIP shall be prepared. The planning commission then:
 - 1. Formally adopts the CIP in the form of a recommendation to the Escanaba City Council for adoption; or
 - 2. Adopts an amended version of the CIP in the form of a recommendation to the Escanaba City Council for adoption; or
 - 3. Does not approve, thus does not adopt the ranked listing/project priorities, and proceeds to further revise the CIP until the Commission is prepared to adopt the CIP.
- H. If the Escanaba City Council refers the CIP back to the Commission, the Commission shall further review the CIP, make modifications, and submit another version of the CIP to the legislative body.

14. Subdivision Review.

- A. Prepare a Subdivision Ordinance (and/or Subdivision, Land Division, Site- Condominium Ordinance), or amendments to the same, to submit to the City Council.
- B. Proposed Subdivisions.
 - 1. Staff for the Commission is to receive a plat and determine that the submission is complete. If incomplete, the plat shall be returned to the applicant with a list of deficiencies. If complete, the plat shall be received on behalf of the Commission.
 - 2. Conduct a review of plats of proposed subdivisions (and/or site- condominium).
 - 3. Hold a hearing on a proposed subdivision (and/or site-condominium) with notice of the hearing sent not less than fifteen (15) days before the date of the hearing.
 - a. The notice shall contain an explanation of what the hearing is for, the location and nature of the proposed development, the date, time, place of the hearing, where written comments may be submitted, and the deadline for those written comments.
 - b. The notice shall be sent to the person indicated on the plat (and/or draft site-condominium master deed) as the proprietor or other person(s) to who notice of the hearing shall be sent, the property owner, and adjacent property owners.
 - c. The notice shall be published in a newspaper of general circulation in the City of Escanaba (The Daily Press).
 - d. Any others as required by the Subdivision Ordinance (and/or Subdivision, Land Division, Site- Condominium Ordinance).
 - 4. Within sixty-three (63) days of a complete plat (and/or draft site- condominium master deed) being submitted, act on the proposed subdivision (and/or site-condominium) in the form of a recommendation to the legislative body of the municipality in which the proposed subdivision (and/or site-condominium) is located.
 - a. If applicable, standards under the Land Division Act (M.C.L. 560.101 *et seq.*), Condominium Act (M.C.L. 559.101 *et seq.*) if applicable, and Subdivision Ordinance (and/or Subdivision, Land Division, Site- Condominium Ordinance), the Commission shall recommend approval.
 - b. Grounds for any recommendation of disapproval of a plat (and/or Site- Condominiums) shall be stated upon the record of the Commission.
 - c. If the Commission does not act within the sixty-three (63) day period, the plat (and/or Site- Condominiums) shall be considered to have been recommended for approval, and a certificate to that effect shall be issued by the Commission upon request of the

applicant. The applicant may waive the sixty-three (63) day period and grant an extension.

- C. Master Plan Amendment. Commission approval of a subdivision shall be considered to be an amendment to the master plan and a part thereof. The Commission shall cause the official copies of the master plan to be modified to reflect the amendment to the master plan within thirty (30) days of the subdivision approval.

15. Other Matters to be Considered by the Commission.

- A. Commission Action. The following matters shall be presented for consideration at a meeting of the Commission:
1. At least annually, the adoption of priorities for the Commission's plan of work.
 2. Annually, preparation of an annual report of the Commission.
 3. Office, or Administrative Policy and ruling of interpretation of regulations by the Commission or its staff.
 4. The general character, extent and layout of the replanning and redevelopment of blighted districts and slum areas.
 5. Land subdivision plats.
 6. All address changes pursuant to the City of Escanaba. Address Ordinances, as amended.
 7. All Planning reports and plans before publication.
 8. Planning Department's and Commission's budget requirements for the fiscal year and request for appropriation.
 9. Selection of consultants.
 10. Such other matters as the City Manager shall find it advisable or essential to receive consideration by the Commission.

16. Adoption, Repeal, Amendments.

- A. Upon adoption of these Bylaws of _____, they shall become effective and all previous Bylaws shall be repealed.
- B. The Commission may suspend any one of these Bylaws, for a duration of not more than one (1) agenda item or meeting.
- C. These Bylaws may be amended at any regular or special meeting by a two-thirds (2/3) vote of the members present.

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2013



2013 YEAR-END REPORT

Planning Commission

NB # 1
PC. 1/15/4

January 15, 2014

Dear City Council Members and Residents of the City of Escanaba:

It is with pleasure that the Escanaba Planning Commission submits to you this 2013 Year-End Report on issues and matters brought before the Planning Commission in 2013.

In carrying out the duties and responsibilities of the Planning Commission conveyed under the Municipal Planning Act, Act 285 of 1931, as amended, the City and Village Zoning Act, Act 207 of 1921, as amended and Chapter 21 of the Escanaba Code of Ordinances, the Planning Commission hereby submits the 2013 Planning Commission Year-End Report for your review and consideration.

ROLE OF THE PLANNING COMMISSION

The roles of the Planning Commission include some functions in addition to the statutory duties and responsibilities. The role of the Planning Commission includes the social or cultural expectation that citizens have of the service that the Planning Commission provides in helping to set and implement local land use and development policy. There are eight (8) key roles of the Planning Commission:

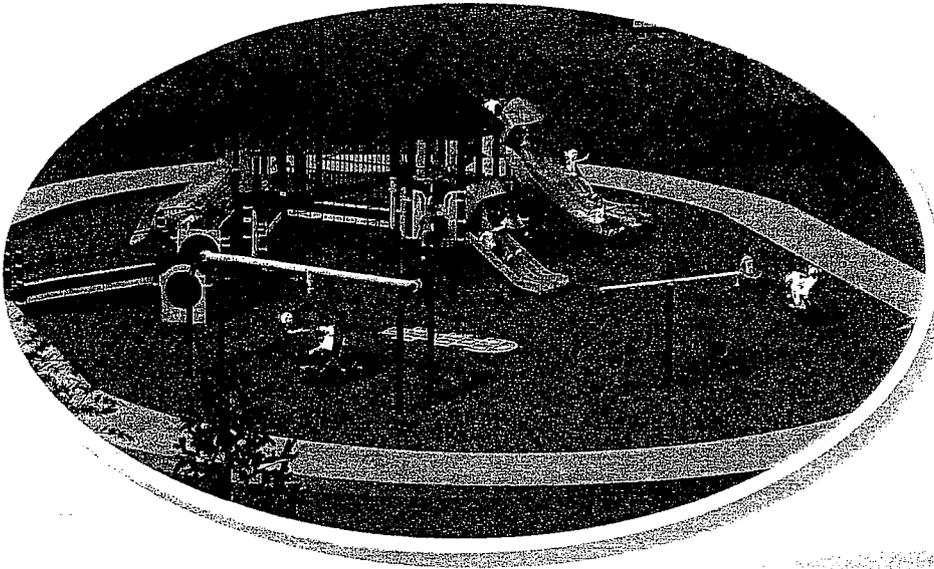
- A. Educate the public about local planning issues, the master plan and land use regulations.
- B. Cooperate and coordinate with other units of government on planning matters.
- C. Prepare, adopt and maintain a master plan.
- D. Review other community's draft master plans when submitted for that purpose, and provide coordination of planning and zoning in other units of government.
- E. Draft and present to the City Council a zoning ordinance and amendments and advise on various zoning actions.
- F. Review and comment on proposed public works projects.
- G. Prepare and annually adopt a capital improvement program.
- H. Prepare subdivision regulations and advise on proposed plats.

Respectfully Submitted,

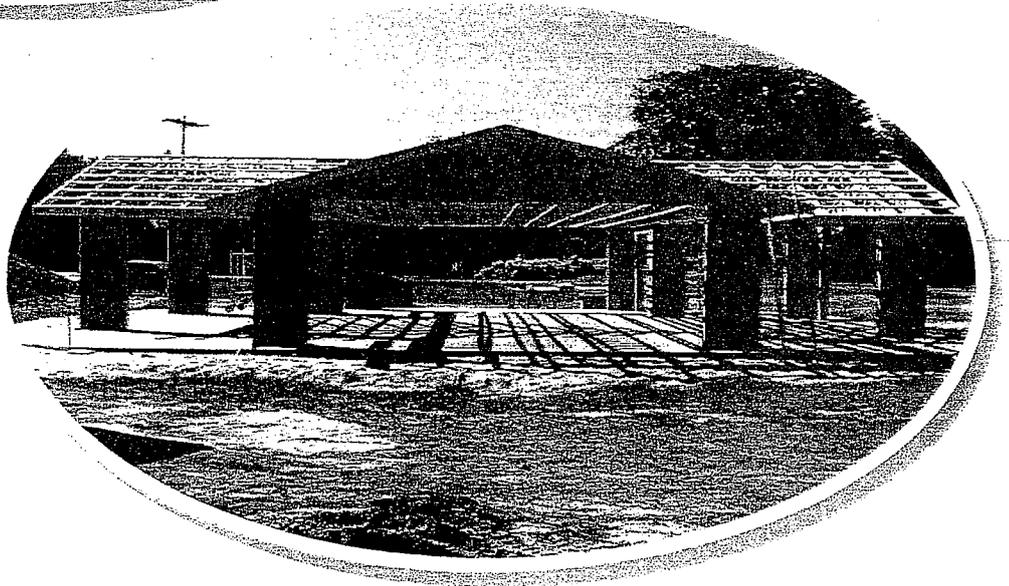
Tom Warstler
Planning Commission Chairman

SITE PLAN REVIEW/SPECIAL LAND USE PERMITS

JOHN D. BESSE PUBLIC PARK—CORNER OF 8TH AVENUE SOUTH AND SOUTH 30TH STREET

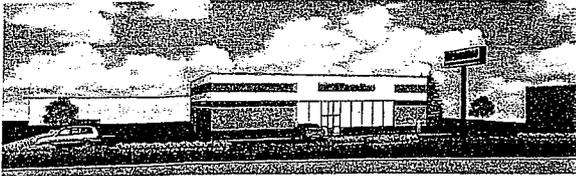


Site Plan Review/Approval—
Public Park/Playground—
Corner of 8th Avenue South and
South 30th Street—City-Owned
Property. The Planning
Commission conducted a Public
Hearing and approved a Land Use
Permit request to allow a public
park/playground located on City-
owned property at the corner of
8th Avenue South and South 30th
Street.

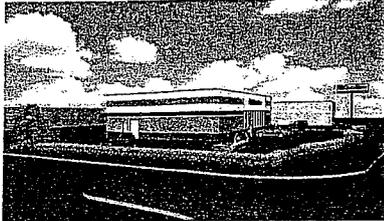


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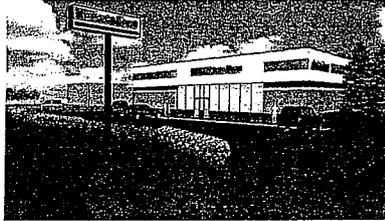
AUTOZONE, INC.—405 NORTH LINCOLN ROAD



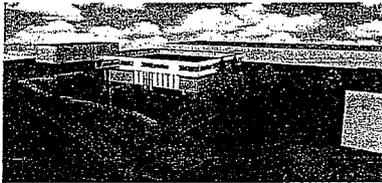
FRONT ELEVATION



SOUTH / EAST ELEVATION



NORTH / EAST ELEVATION



Autozone Escanaba MI4357
Autozone Escanaba MI4357

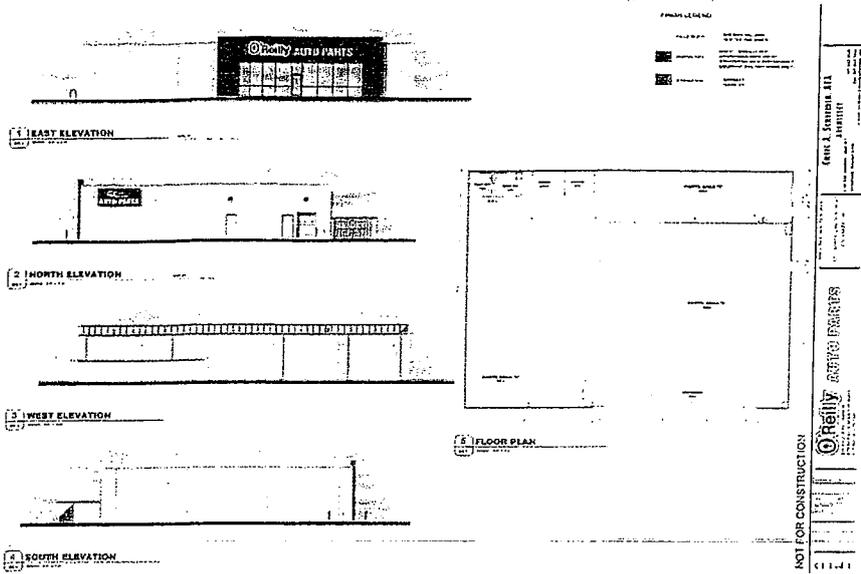
Autozone Development Corp.
 122 S. Front St.
 Escanaba, MI 49829

Site Plan Review/Approval—
 AutoZone, Inc.—405 North
 Lincoln Road. The Planning
 Commission conducted a
 Public Hearing and approved a
 Land Use Permit request to
 allow construction of a 6,816
 square foot auto parts store.



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O'REILLY'S AUTOMOTIVE STORE, INC.—521 NORTH LINCOLN ROAD



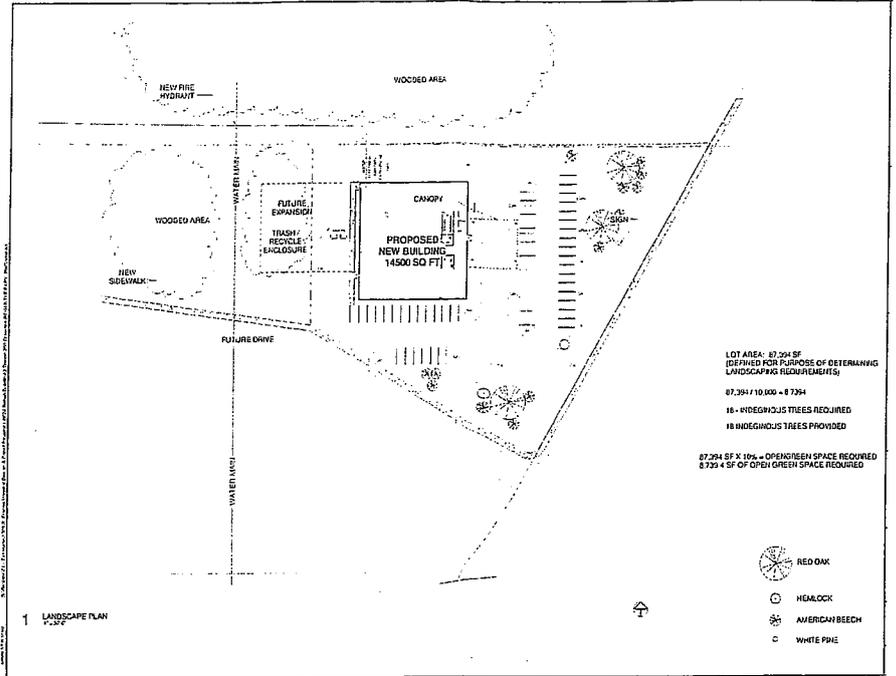
Site Plan Review/Approval—
O'Reilly Automotive Store, Inc.—
521 North Lincoln Road. The
Planning Commission conducted a
Public Hearing and approved a Land
Use Permit request to allow
construction of a 7,735 square foot
auto part store.



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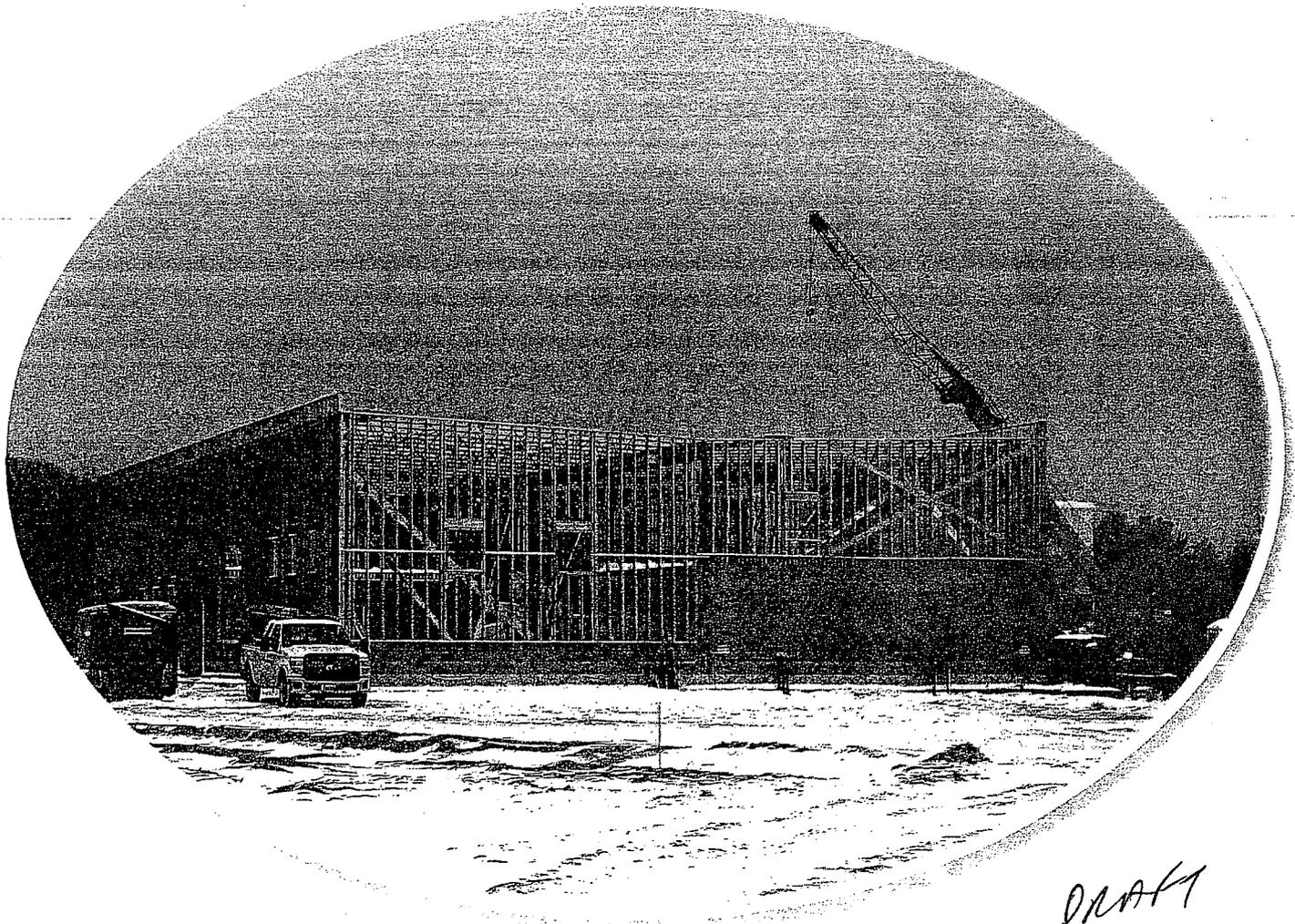
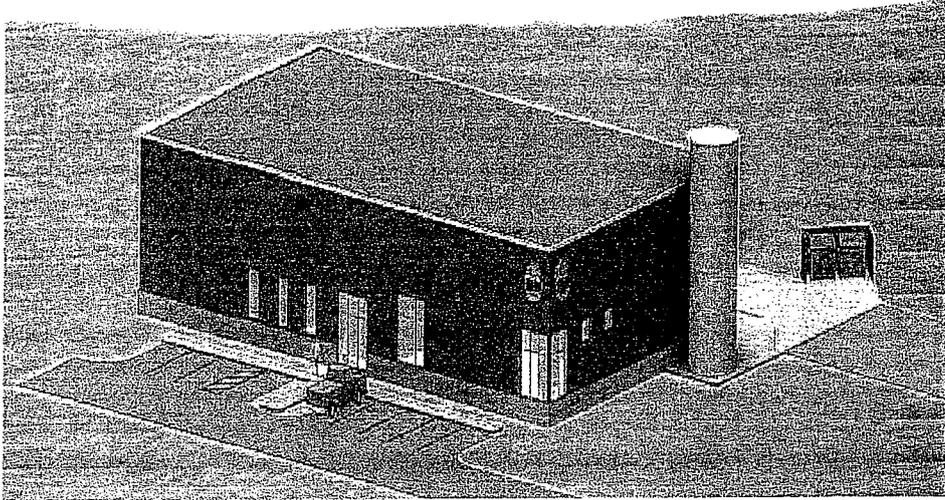
OSF HEALTH CARE SYSTEM/OSF ST. FRANCIS HOSPITAL—300 WILLOW CREEK ROAD

Site Plan Review/Approval—OSF Health Care System/OSF St. Francis Hospital—300 Willow Creek Road. The Planning Commission conducted a Public Hearing and approved a Land Use Permit request to allow construction of a 14,513 square foot physical therapy, occupational therapy and office building.



BELL'S UPPER HAND BREWERY—DELTA COUNTY RENAISSANCE ZONE

**Site Plan Review/Approval—
Bell's Upper Hand Brewery—
Delta County Renaissance
Zone.** The Planning Commission
conducted a Public Hearing and
approved a Land Use Permit
request to allow construction of a
11,500 square foot bottling
manufacturing plant.



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NATIONAL REGISTRY OF HISTORIC PLACES

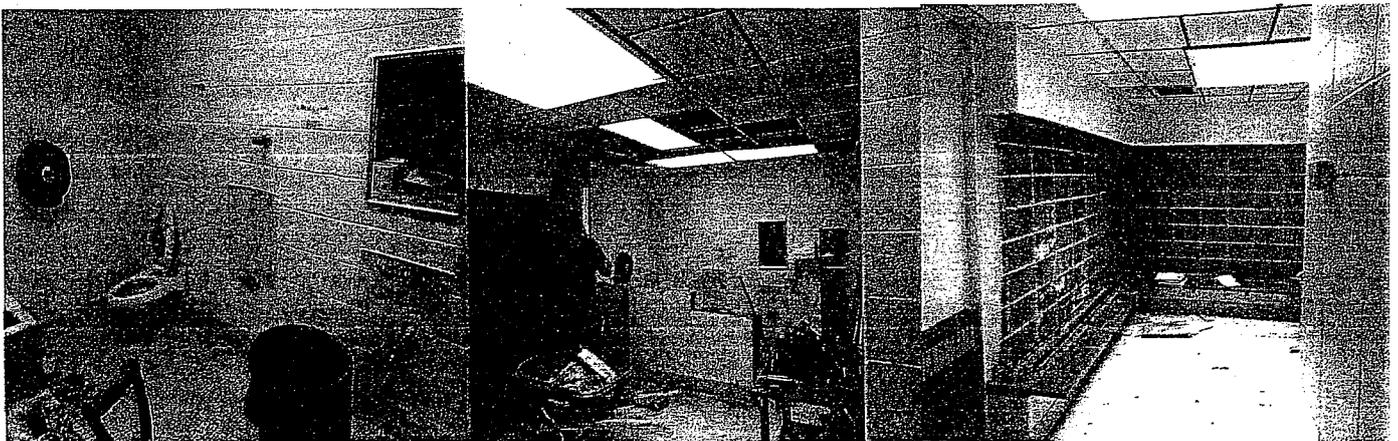
Public Hearing—National Registry of Historic Places. The Planning Commission approved a Resolution of Support for the National Registry of Historic Places. This resolution places the City of Escanaba's Downtown on the National Registry of Historic Places through the Michigan Historic Preservation Board.



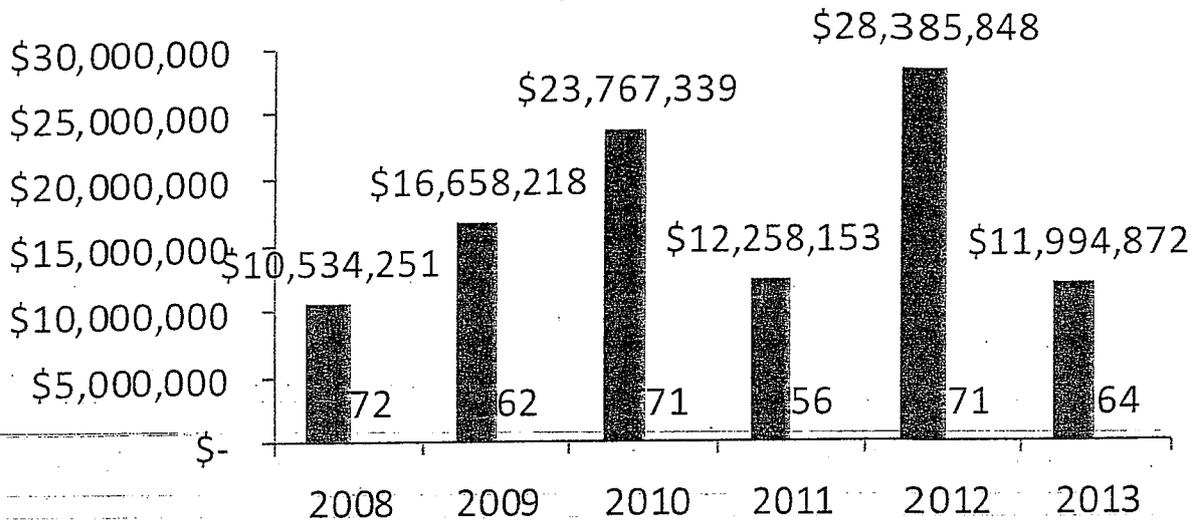
CIVIC CENTER RENOVATION—LOCKER ROOM

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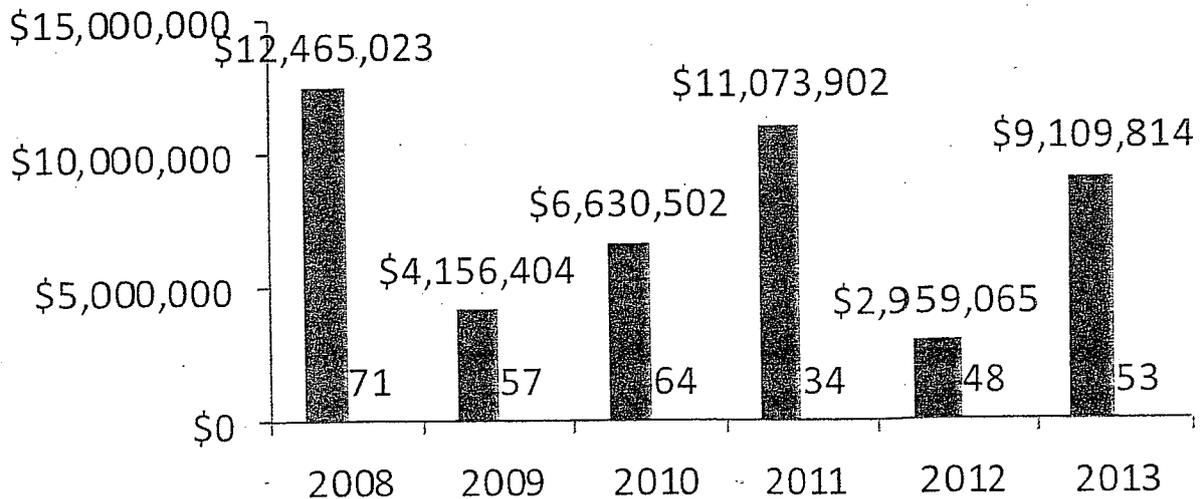
Renovations to the Catherine Bonifas Civic Center restrooms and locker rooms began in 2013. Upgrades include all new ADA accessible fixtures and equipment. In addition to ADA upgrades, a female locker room was installed.



City of Escanaba Zoning Permits and Declared Values



Delta County Zoning Permits and Declared Values



NOTE: The figures on the bottom of both charts reflect how many Zoning Land Use Permits were issued for each year.

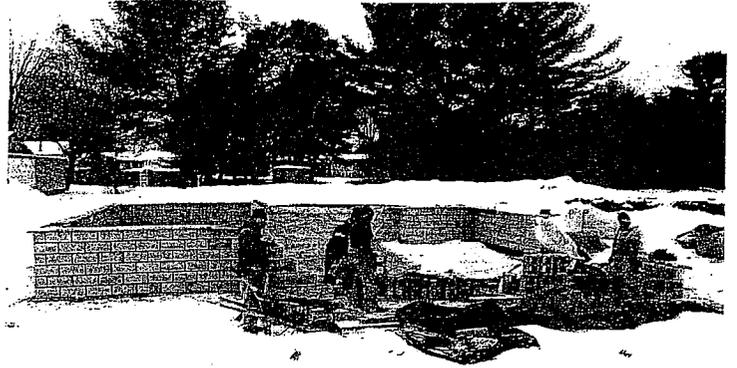
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January 1, 2013, to December 31, 2013

8 New Residential Zoning Permits Were Issued

New Residential Homes—Value \$2,283,800

3200 Lake Shore Drive



1603 20th Avenue South

1801 South 21.5 Drive

420 Lake Shore Drive



1701 20th Avenue South

2525 8th Avenue South

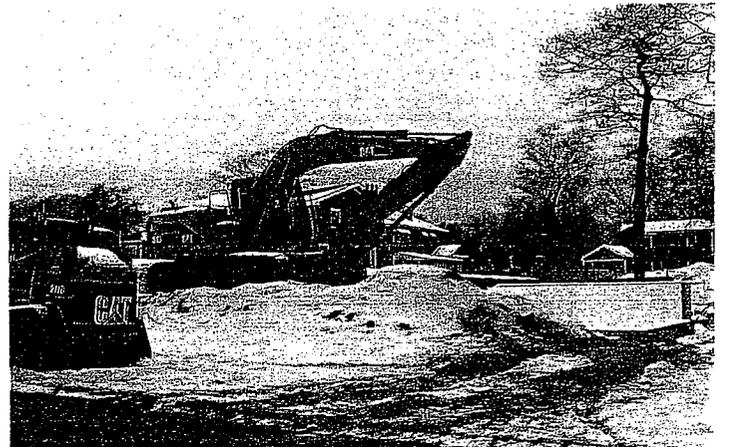


2654 Lake Shore Drive

1603 20th Avenue South

1801 South 21.5 Drive

1202 South 2nd Street



420 Lake Shore Drive

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January 1, 2013, to December 31, 2013

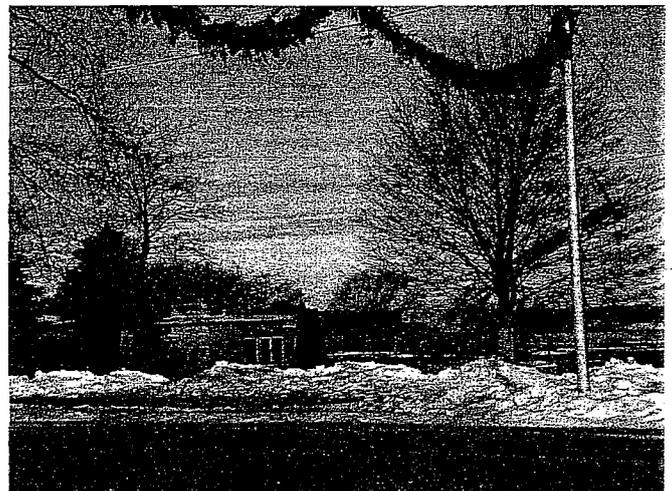
29 Residential Remodel Zoning Permits Were Issued

Residential Remodel—Value \$714,752

1130 South 38th Street
315/317/319 South 8th Street
1701 5th Avenue South
1925 5th Avenue South
424 South 11th Street
2525 8th Avenue South
1204 12th Avenue South
1411 North 18th Street
636 North 18th Street
626 South 13th Street
210 North 14th Street
116 South 2nd Street
248 Lake Shore Drive
116 South 2nd Street
3101 14th Avenue South
704 South 15th Street
911 South 11th Street
110 North 3rd Street
2654 Lake Shore Drive
427 South 19th Street
405 South 8th Street
1600 Stephenson Avenue
1620 Willow Creek Road (3 garages)
313 South 18th Street
924 7th Avenue South
2211 20th Avenue North
721 South 14th Street



248 Lake Shore Drive



110 North 3rd Street



2654 Lake Shore Drive

Draft

January 1, 2013, to December 31, 2013

10 New Commercial Zoning Permits Were Issued

New Commercial — Value \$6,749,620

2621 Renaissance Lane

2850 and 2820 8th Avenue South

928 North Lincoln Road

405 North Lincoln Road

1609 North Lincoln Road

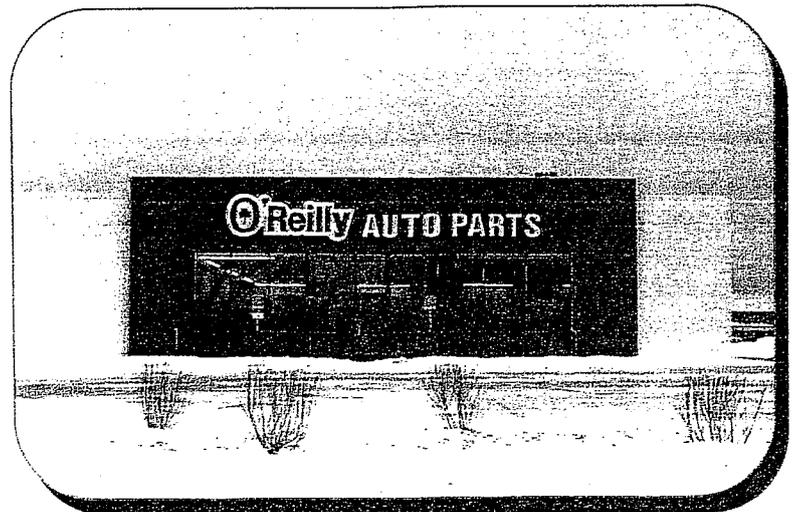
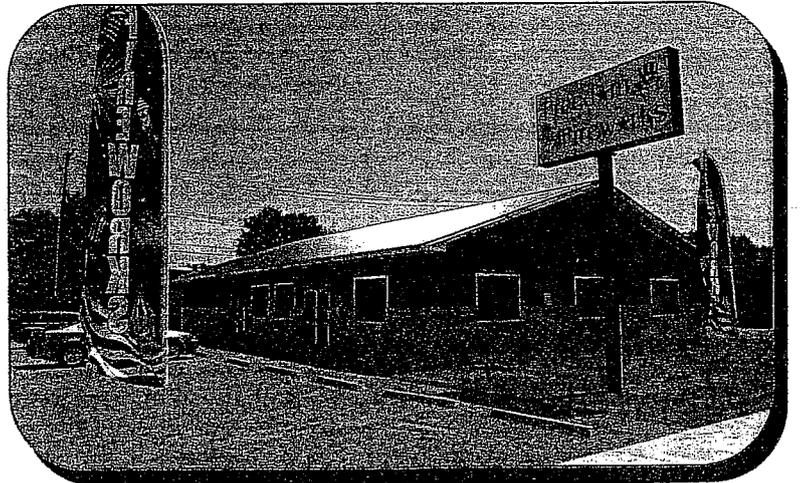
521 North Lincoln Road

800 South 26th Street

3011 North Lincoln Road

300 Willow Creek Road

3525 Airport Road



Draft

January 1, 2013, to December 31, 2013

8 Commercial Remodel Zoning Permits Were Issued

Commercial Remodels—Value \$2,095,000

2501 Danforth Road



110 South 5th Street



200 North 30th Street

2900 27th Avenue North

3401 Ludington Street



624 Ludington Street

2501 14th Avenue South

2625 Ludington Street—Existing

2900 27th Avenue North

2625 Ludington Street



2625 Ludington Street—Once Constructed

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January 1, 2013, to December 31, 2013

Change of Use—Value \$105,300

901 South Lincoln Road—Convenience store to retail food service

1115 Ludington Street—Retail to service business with offices/storage (denied)

HOME OCCUPATION

~~1415 5th Avenue South—Taxidermy business in garage~~

18 SIGN PERMITS

816 Ludington Street

405 North Lincoln Road

1315 North Lincoln Road

230 Ludington Street

1424 North Lincoln Road

901 South Lincoln Road

2805 North Lincoln Road

2405 1st Avenue North

225 South 10th Street

928 North Lincoln Road

301 North Lincoln Road

613 Ludington Street

1625 Sheridan Road

2325 Ludington Street

2713 North Lincoln Road

3001 Danforth Road

16 Water Plant Road

225 Ludington Street

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January 1, 2013, to December 31, 2013

82 Fence Permits Were Issued

702 South 13th Street	3126 6th Avenue South	1629 Sheridan Road
1417 North 22nd Street	506 17th Street South	1222 8th Avenue South
301 North 30th Street	425 South 18th Street	508 South 17th Street
1400 2nd Avenue South	1219 1st Avenue South	1117 South Lincoln Road
400 South 13th Street	1411 Sheridan Road	611 South 15th Street
721 South 10th Street	1321 North 22nd Street	830 North 19th Street
219 North 13th Street	1015 Washington Avenue	328 North 16th Street
1401 South 13th Street	703 South 16th Street	1011 Washington Avenue
1500 3rd Avenue North	320 South 9th Street	801 & 807 North 18th Street
3300 Airport Road	1310 South 15th Street	616 Willow Creek Road
523 South 9th Street	1529 North 16th Street	711 3rd Avenue South
5701 19th Avenue North	3125 14th Ave South	1809 South 16th Street
2615 7th Place	1603 South 14th Street	1122 Stephenson Avenue
327 South 11th Street	424 South 11th Street	1010 Stephenson Avenue
703 South 16th Street	908 South 14th Street	210 North 14th Street
920 South Lincoln Road	608 South 11th Street	1714 5th Avenue South
1710 18th Avenue South	505 South 17th Street	1106 North 18th Street
217 North 14th Street	3100 Lakeshore Drive	702 South 13th Street
1524 8th Avenue South	1002 South 12th Street	203 North 18th Street
2109 12th Avenue South	716 South 19th Street	5211 19th Avenue North
1415 Sheridan Road	2229 9th Avenue North	
500 Lake Shore Drive	522 2nd Avenue South	
1217 South 18th Street	2110 5th Avenue South	
522 South 28th Street	758 Lakeshore Drive	
710 Lakeshore Drive	900 Lakeshore Drive	
516 2nd Avenue South	323 North 15th Street	
1800 11th Avenue North	2100 Lake Shore Drive	
1013 4th Avenue South	504 South 11th Street	
400 South 13th Street	1406 1st Avenue South	
1007 Washington Avenue	1408 1st Avenue North	
1508 North 18th Street	415 South 16th Street	

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ORDINANCE/POLICY REVIEW

Zoning Ordinance Amendment—Chapter 7. Residence Multi-Family “C” Districts—Section 702.1 Principals Use Permitted By Right. Planning Commission recommended to City Council reading and adoption of a Zoning Ordinance amendment to Chapter 7, Residence Multi-Family “C” Districts to Section 702.1 Principal Uses by Right to allow transitional housing which contains self-sufficiency training and human service offices as a principal use permitted by right.

MAJOR DEVELOPMENT PLANS/PROJECTS

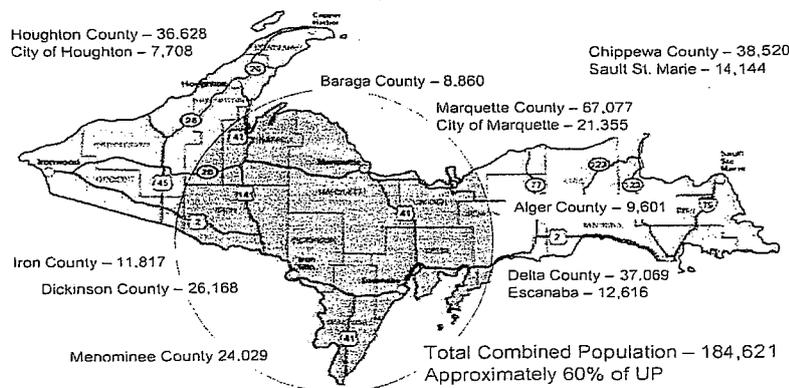
Migratory Bird Enhancement Initiative– Ludington Park and Other City Spaces. The Migratory Bird Initiative increases available habitat for migratory birds in the City parks and the state wildlife management area (Portage Marsh) with the planting of native trees, shrubs, and forbes and reduces through removal, non-native invasive species from the existing vegetation.



EsyGrow Educational Garden. The EsyGrow Educational Gardens are located at 1st Avenue North near the Farmer’s Market. This program was established for community outreach and education to teach people about sustainability. There are over twenty beds and over 1,000 pounds of food was produced last year which was given to St. Vincent DePaul, Salvation Army and the Alliance.

Next Development Michigan Act. Governor Snyder signed into law the amendments to the Next Michigan Development Act. Senate Bill 397, sponsored by State Senator Tom Casperson, and House Bill 4782, sponsored by State Representative John Kivela, designated a sixth Next Michigan Development Corporation (NMDC) in Marquette and Delta Counties and the Cities of Marquette and Escanaba. NMDCs provide incentives that encourage economic development and investment, job creation and job retention, and ancillary economic growth. The bills are now Public Acts 238 and 239.

Micropolitan Area Per 2010 Federal Standard



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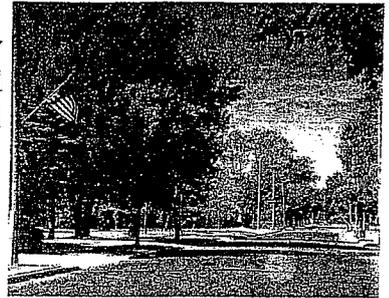
CAPITAL IMPROVEMENT PLANNING

The Planning Commission conducted a Public Hearing of the Escanaba Capital Improvement Plan to determine that it conformed to the Community Master Plan, development policies, and the objectives and goals to the community. The Capital Improvement Plan was included in the fiscal year budget 2013-14.

Resurfacing and Curb Repair City Wide – Major Streets—\$231,000

The City has a responsibility to maintain, resurface and curb streets as they become deteriorated throughout the community. Routine resurfacing and curbing repairs as required. Street evaluation, prioritization, ranking and surface treatment type was determined.

In 2013, Danforth Road in partnership with the Delta County Road Commission and CN Rail Road upgraded the railroad crossing in Wells Township. Sheridan Road Construction Project from 10th Avenue North to 17th Avenue North has been bid and is scheduled for construction in the spring/summer of 2014. Lake Shore Drive was paved from 9th Avenue South to 13th Avenue and 15th Avenue South to 18th Avenue South.

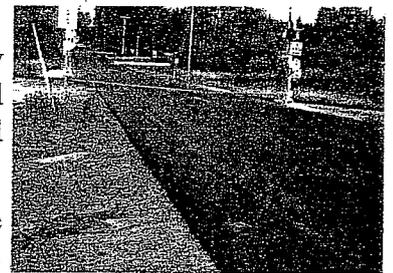


Lake Shore Drive

Resurfacing and Curb Repair City Wide – Local Streets—\$100,000

The City has a responsibility to maintain, resurface and curb streets as they become deteriorated throughout the community. Routine resurfacing and curbing repairs as required. Street evaluation, prioritization, ranking and surface treatment type was determined.

The intersection of North 16th Street and 15th Avenue North has been on the schedule to be complete as funds become available. No other projects are currently programmed.



Danforth Road

Sidewalk Repair and Maintenance Program – City Wide—\$5,000

Routine repair and maintenance of existing sidewalk is needed City wide.

Funds were used to repair a minor amount of sidewalks on the City wide level.

Non-Motorized Recreational Trail Upgrades – Year Round Trail—\$5,000

Upgrade the non-motorized recreational trail system on the west side is going to improve the conditions of the trail where possible by either redirecting the trail to avoid the swamp where possible or by adding to the trail.

DDA District Curb Repair Program—\$18,000

Funding to be allocated to repair most critical infrastructure repairs in the DDA District which could include curb, brick pavers, sidewalk, and tree related problems – removal/replacement. Project evaluations, prioritization and ranking determined the curbs in the 1000 block of Ludington Street were in need of replacement.

Completed curb replacement on the south side of the 1000 block of Ludington Street in 2013.



Property Acquisition, Purchase and Demolition Program—\$50,000

The DDA has set funding aside for property acquisition, clearance/demolition and blight elimination with the intent to reuse, rebuild, repurpose or preserve future uses of the property.

Power Pole Replacement—\$250,000

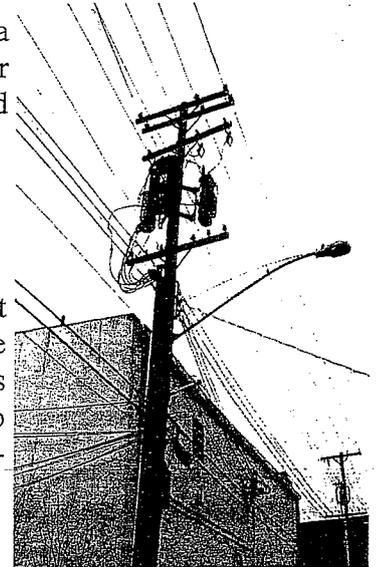
The expected useable life of wooden poles is forty years. Within the Escanaba distribution system, many poles are approaching or have exceeded their expected life. Pole inspectors have identified poles within our system that need to be replaced.

In 2013, _____ poles were replaced at a cost of \$_____.

Street Light Replacement—\$100,000

There have been great advancements made in LED street lighting over the past few years. These advancements resulted in better products and more affordable fixtures. Replacement of the existing HID street lights and dusk-to-dawn lights with LED equivalents is planned. This project will take multiple years to complete. The City has approximately 1,550 street lights and 300 dusk-to-dawn lights on the distribution system.

In 2013, 17 lights were replaced at a cost of \$5,355.



Downtown Building Facade Improvement Program—\$400,000

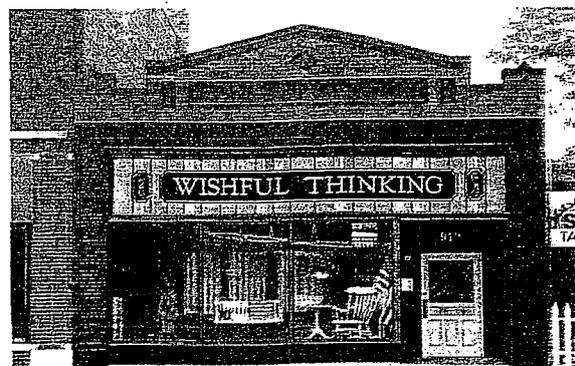
Commercial building facades (located within the DDA District) will be upgraded and improved. Through these renovations, the City/DDA hopes to stimulate economic growth and redevelopment and add on improved visual quality of existing commercial properties.

Projects will consist of the following:

- | | |
|----------------------------|-----------------------|
| 1214 Ludington Street | 1700 Ludington Street |
| 812-814 Ludington Street | 922 Ludington Street |
| 1100 Ludington Street | 1110 Ludington Street |
| 1107-1109 Ludington Street | 1206 Ludington Street |
| 1513 Ludington Street | |



919 Ludington Street—Before

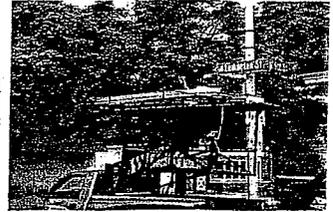


919 Ludington Street—After

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Downtown District – Corner Street Sign Replacement—\$5,000

The corner street signs on Ludington Street were not sized properly for the street and traffic speeds as defined by the State of Michigan. Replacement signs were be installed which reflect a legible font and include an identity theme for the downtown.



Chip Seal South 32nd Street from 3rd Avenue South to 4th Avenue South—\$20,000

A petition for chip sealing South 32nd Street from 3rd Avenue South to 4th Avenue South was requested by the adjoining property owners. The petition was sent out for signatures. Even with all private property owners signing the petition, the petition will not pass by more than 50% of adjacent property owners by linear frontage because the City of Escanaba owns the majority share of the property. The project will move to the next step as long as all private property owners agree to the petition. Being this is a chip seal project and not asphalt with curb and gutter, the City believes this project will be beneficial to all the property owners. Chip seal is pavement surface treatment that is less expensive than normal asphalt. Chip seal is constructed of layers of fine aggregate (chip) and liquid asphalt binder. The chips are evenly distributed and then covered with liquid asphalt binder. The mixture is then compacted. On a new gravel road a double layer will be applied. The chip seal is not a permanent solution. In five to seven years, a single layer overlay will be required to keep the chip seal in good repair. The benefits of the chip seal are that it will control the dust and not require grading. Also it can be patched as required. The project did not receive enough signatures from the adjoining property owners to move forward so the project was not funded.

John D. Besse Park (8th Avenue South and South 30th Street) – Esky 150 Project—\$280,000

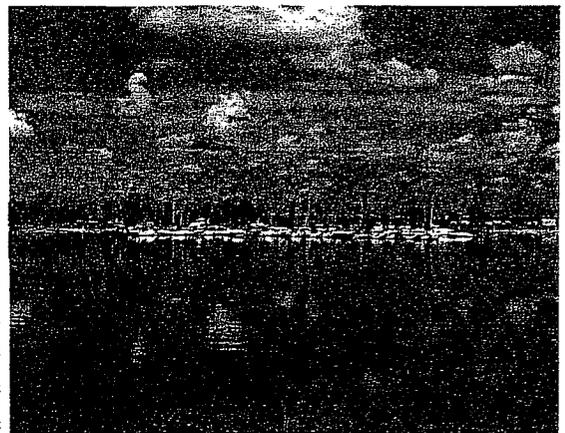
As part of the Escanaba Sesquicentennial, the John D. Besse Park, located on the northeast corner of South 30th Street and 8th Avenue South, was constructed and houses a handicapped playground with rubberized base, volleyball courts, pavilion, paved parking and a 9 hole par 3 frisbee golf course. In 2013, the park is substantially complete. There remains some lighting, fencing and shrubs/flowers to be installed in the spring/summer of 2014.

Ludington Park Tennis/Basketball Courts Resurfacing and Construct Sidewalks to the Bathrooms, Pavilion and Courts—\$56,000

Resurfacing of Ludington Park Tennis Courts (4), Basketball Court (1). Provide sidewalks from the parking lot area to the bathrooms, pavilion and courts that meet ADA specifications. Additionally, the existing drinking fountain will be replaced with new ADA fixture. Funding for the project was secured from a Recreation Passport Grant, in the amount of \$42,000. A local funding match of \$14,000 will be bore by the City with \$3,000 of that coming from private donations.

Marina Water Basin Management Plan – Treatment – Phase II—\$15,000

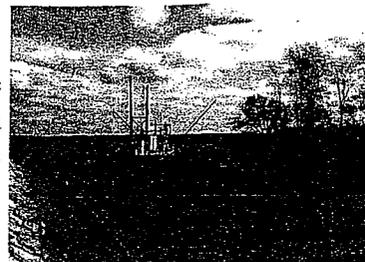
In order to maintain the beneficial uses of the marina, a Marina Water Basin Management Plan was created in 2011. Within this plan, the physical characteristics of the water body were determined, outflow rates were determined and biological characteristics of the water body were defined. Additionally, the aquatic nuisance problems occurring in the water body were described, including a description of the activities being impaired by the nuisance conditions, and a map indicating locations of the targeted nuisance species were compiled. In 2012, an initial treatment of the basin was completed. In 2013, Phase II of the project was completed and the necessary plant surveys were completed, along with the removal of the remaining invasive aquatic weeds using the prescribed chemical treatment.



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Marina Entrance Dredging and Harbor Basin Dredging—\$262,500

In order to maintain access to the harbor and maneuvering capabilities within the harbor, approximately 14,000 cubic yards of sand were dredged from the mouth of the harbor and within the marina basin. The dredged sand was used to restore the public beach.



Monument to Labor Project – Esky 150 Project—\$17,000

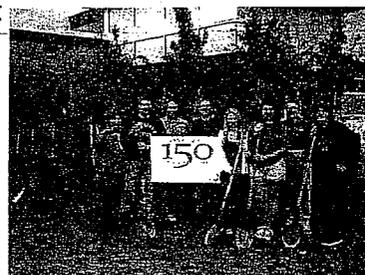
As part of the Escanaba Sesquicentennial, the history of labor is significant in the City of Escanaba. In the course of demolishing the former Department of Public Works Facility in the early 1990’s, four historical reliefs were salvaged for inclusion into a public monument to labor in a public space at Rose Park. Local trade unions have agreed to assist in fundraising and construction of the project.

Liberty Tree Project at Veteran’s Memorial – Esky 150 Project—\$15,000

As part of the Escanaba Sesquicentennial, “A Liberty Tree” Victory Garden will be designed at Veteran’s Park as a reminder of the liberty and freedoms, we as a City value. A committee is being formed to fundraise for the project.

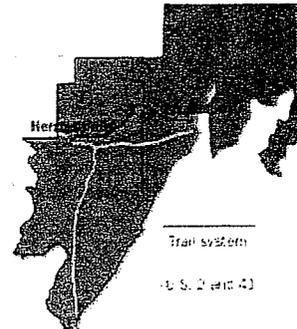
Esky 150 Trees and Neighborhoods Planting Parties – Esky 150 Project—\$86,000

As part of the Esky 150 celebration, 255 trees, shrubs and daffodils were planted throughout the City of Escanaba in neighborhood parks and recreation areas, at the public schools and in the UP State Fair grounds to celebrate the Escanaba Sesquicentennial in 2013.



Westside ORV Trail Connector – Escanaba to Hermansville Trail – Hermanaba—\$5,000

The City of Escanaba in partnership with the State of Michigan and the Upper Peninsula ORV Trail Development Association proposes to establish an all-terrain vehicle connector trail to the already established Hermanaba Trail located on the west side of Escanaba near the landfill along 19th Avenue North to North 30th Street. The purpose of the project is to expand riding space to making traveling easier and to increase tourism in Escanaba.



Status: Waiting for the State of Michigan to give the go ahead.

Downtown National Register of Historic Places (NRHP) – Certified Local Government Status—\$500

The Escanaba DDA along with the Escanaba Historical Commission continues to work towards enrolling downtown Escanaba in the National Register for Historic Places and becoming a certified local government. Under the program the City will be eligible for funding to improve historical treasures within the downtown district by competing annually for grants.

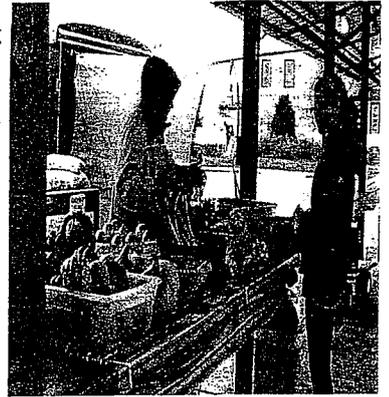
Parking Lot Beautification - 1200 Block of 1st Avenue North—\$5,000

A DDA controlled parking facility located on the 1200 block of 1st Avenue North (behind Peoples Drug). The facility contains a total of 40 parking spaces, none of which are designated accessible. Improvements include the installation of a new facility sign and landscaping. DDA Staff continue to work on this project with expected completion to be in Spring 2014.

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Farmer's Market/Business Incubator Preservation and Upgrade – Engineering Services – Phase II—\$50,000

The Escanaba Farmer's Market has been in operation in downtown Escanaba since the 19th Century. The Farmer's Market functions as a vital economic and social link between families, businesses, farmers and craftspeople of the community. A preliminary design and site plan of an updated Farmer's Market along with a business incubator is being created to determine the best physical layout of a year-round use facility. Under Phase II of the project, engineering preparation for the reconstruction of the Farmer's Market will be completed to include detailed construction drawings, cost estimates, permitting processes and bidding processes. DDA Staff continue to work on this project to determine its feasibility.



Status: On-going.

New Electrical Substation—\$2,500,000

A new substation will be constructed to replace the substation currently in service at the Power Plant. The substation will be built in the area of the old compost site off of 20th Avenue North. The substation will consist of two main transformers, which will feed up to eight circuits. This project will take approximately two years to complete.

ZONING BOARD OF APPEALS

405 North Lincoln Road. Request for Variance.

There was one Zoning Board of Appeals application for a variance to Section 1907.1.A Building Orientation, for the front door, from AutoZone Inc. at 405 North Lincoln Road. The application was denied.

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ESCANABA PLANNING COMMISSION RECOMMENDED
CAPITAL IMPROVEMENT PLAN
FISCAL YEAR 2013-2018

What is the Capital Improvement Program?

The City's Capital Improvement Program (CIP) is a multi-year planning instrument that drives the evaluation in identification of capital infrastructure projects in need of renovation, repair and/or construction. Capital projects range from road maintenance, road construction to the renovation of municipal facilities, to watermain and sewage system repair. The CIP relates these capital project needs to the financial sources that will support the realization and the timeframe in which both the financing and work will take place. The CIP is designed to report to City Council, the public, City Staff, and other interested parties the capital management and planning strategies of the City. To guide the City in making necessary physical public improvements, Chapter 21 Planning, of the Code of Ordinances and the Michigan Planning Enabling Act, P.A. 33 of 2008, as amended, requires the Planning Commission to annually prepare a recommended Capital Improvement Program (CIP). A capital improvement is any improvement and direct engineering cost which involves the construction, purchase, or renovation of a public way, space, building, structure, or utility. A capital improvement must have a useful life of five or more years. A capital improvement is not a recurring capital outlay expense item (such as a motor vehicle or a fire engine) or a general maintenance expense.

In considering the many benefits of capital improvement programming, it is important to highlight the fact that this document should be considered fluid and referenced as a guide for future growth and development.

Elements of a good Capital Improvement Plan.

1. A good plan provides a means for coordinating and consolidating various departmental requests, thereby preventing duplication of projects and equipment.
2. A good plan establishes a system of examining and prioritizing the needs of the City, assuring that the most essential improvements are provided first.
3. A good plan provides an important implementation device for growth management.
4. A good plan coordinates physical planning with financial planning, allowing maximum benefit from available public funds.
5. A good plan allows sufficient time for investigation of project financing and implementation measures and proper technical design.
6. A good plan coordinates an equitable distribution of public improvements throughout the City.

Public Hearing Date: March 14, 2013
Planning Commission Recommended Approval: March 14, 2013

NB # 2
P.C. 1/15/14

SIGNIFICANT REVENUE SOURCES

General Fund - The General Fund is the general operating fund of the City. It is used to account for all financial resources except those required to be accounted for in another fund.

Major Street Fund - This fund accounts for revenues and expenditures in connection with the street system designated as major streets by the State of Michigan. This fund is required under state law.

Local Street Fund - This fund accounts for revenues and expenditures in connection with the street system designated as local streets by the State of Michigan. This fund is required under state law.

Brownfield Fund - This fund accounts for the revenues and expenditures in connection with developing and maintaining contaminated properties in the Brownfield zone (city-wide). The major source of revenue is tax assessed on the growth and development of properties within the plan.

Grants Fund - This fund accounts for revenues from various sources, including City matching shares, received under one-time grants. Expenditures are restricted to accomplishing the goals as defined in the individual grant offers.

Land Development Fund - This fund accounts for revenues and expenditures in connection with the development and sale of City-owned land. It was established to provide on-going financing for water, sewer, storm sewer and street development on City-owned properties.

Gas Retirement Fund - This fund accounts for funds received from the sale of the City's gas utility in June 1965 to Michigan Consolidated Gas Company. By a vote referendum on November 2, 1965, the City is prohibited from expending any principal resulting from the sale. Additionally, the interest earned from the investment of the principal must be spent on "capital improvements" only.

Electric Utility Fund - This fund is used to record the operations of an electrical system.

Water Utility Fund - This fund is used to record the operations of a water system.

Wastewater Utility Fund - This fund is used to record the operations of a wastewater system.

Marina Fund - This fund is used to record the operations of a marina.

Downtown Development Authority Fund - This fund is used to record the operations of the Downtown Development Authority.

CITY MANAGER'S CAPITAL IMPROVEMENT OBJECTIVES:

- * Make Escanaba a safe, viable and progressive City.
- * Increase transportation, recreation and other public improvement opportunities for the citizens of Escanaba and visitors to Escanaba
- * Strengthen Escanaba's economy by increasing the tax base of the community so new growth can occur and the existing tax base can expand.
- * Make City Government more responsive, accountable and cost-effective.
- * Eliminate and/or correct public hazards and/or existing deficiencies within the City.

PRIORITY ASSESSMENT RATING SYSTEM:

1. **MANDATORY/CRITICAL.** The project is operationally essential for the well-being and advancement of the community.
2. **NECESSARY.** The project is a high priority for the advancement of the community.
3. **DESIRED.** The project is not necessarily critical or necessary (but desired) in the community.

PLANNING COMMISSION CAPITAL IMPROVEMENT PLAN EVALUATION STANDARDS. When reviewing the proposed projects the planning commission should at a minimum consider the following issues. The project in must be conformance of the Master Plan, development policies of the city, and goals and objectives of the community.

- * The project must be necessary to correct a dangerous and/or blighting condition.
- * The project must be necessary to protect public health and/or safety.
- * The project must be necessary to implement a priority housing or economic development project or opportunity.
- * The project directly supports a priority City program.
- * The project fulfils a State or Federal mandate.
- * The project fulfils an approved, prior commitment of City funds.
- * Adequate project details and justification have been provided.
- * The project provides for the renewal and replacement of, and improvements to, existing public infrastructure and physical assets
- * The project implements the Goals, Objectives, and Policies of other Plan Elements of the Master Plan.
- * The project is desirable in that it will enhance the desirability of the City of Escanaba as a place to live and invest.

CAPITAL IMPROVEMENT PLAN
2013-2018

FISCAL YEAR	PROPOSED ACTIVITY	FUND DESCRIPTION	OPINION OF COST	PRIORITY	REQUESTED BUDGETED AMOUNT	ACTUAL BUDGETED AMOUNT
FISCAL YEAR 2013-14						
2013-14	<u>Resurfacing and Curb Repair Citywide – Major Streets</u> Description: The City has a responsibility to maintain, resurface and curb streets as they become deteriorated throughout the community. Routine resurfacing and curbing repairs as required. Street evaluation, prioritization, ranking and surface treatment type will be determined at a later date and a public hearing before the Planning Commission will be conducted prior to June 30, 2013.	Major Street Fund General Fund	To Be Determined	1	\$43,500 \$187,500	\$43,500 \$187,500
2013-14	<u>Resurfacing and Curb Repair Citywide – Local Streets</u> Description: The City has a responsibility to maintain, resurface and curb streets as they become deteriorated throughout the community. Routine resurfacing and curbing repairs as required. Street evaluation, prioritization, ranking and surface treatment type will be determined at a later date and a public hearing before the Planning Commission will be conducted prior to June 30, 2013.	Local Street Fund General Fund	To Be Determined	1	\$100,000	\$100,000
2013-14	<u>Sidewalk Repair and Maintenance Program – City Wide</u> Description: Routine repair and maintenance of existing sidewalk is needed City wide.	General Fund	\$5,000	1	\$5,000	\$5,000
2013-14	<u>Non-Motorized Recreational Trail Upgrades – Year Round Trail</u> Description: Upgrade the non-motorized recreational trail system to improve the conditions of the trail where possible by either redirecting the trail to avoid the swamp where possible or by adding to the trail.	Land Development	\$5,000	1	\$5,000	\$5,000
2013-14	<u>DDA District Curb Repair Program</u> Description: Funding to be allocated to repair most critical infrastructure repairs in the DDA District which could include curb, brick pavers, sidewalk, and tree related problems - removal/replacement. Project evaluations, prioritization and ranking will be determined at a later date at a public hearing before Downtown Development Authority board Trustees and Planning Commission.	DDA	\$18,000	1	\$18,000	\$18,000
2013-14	<u>Downtown Building Facade Improvement Program</u> Description: Commercial building facades (located within the DDA District) will be upgraded and improved. Through these renovations, the City/DDA hopes to stimulate economic growth and redevelopment and add on improved visual quality of existing commercial properties.	DDA/Grants, Private	\$400,000	1	\$200,000 MEDC \$200,000 Owner	Not included in 2013/14 Budget Pending Approval of Grant

2013-14	<p>Downtown Building Facade Improvement Program – Design Services Description: The City of Escanaba and Downtown Development Authority will again partner in applying for a \$400,000 MEDC Downtown Commercial Building Façade grant program to be used to upgrade and improve approximately eight buildings. Through these renovations, the City/DDA hopes to stimulate economic growth and redevelopment and add an improved visual quality of existing commercial properties.</p>	DDA Fund	\$15,000	1	\$15,000	\$15,000
2013-14	<p>Downtown District – Corner Street Sign Replacement Description: The corner street signs on Ludington Street are not sized properly for the street and traffic speeds as defined by the State of Michigan. Replacement signs will be installed which reflect a legible font and include an identity theme for the downtown.</p>	DDA	\$5,000	1	\$5,000	\$5,000
2013-14	<p>DDA Commercial Weatherization Optimization Program – Energy Audits – Phase II Description: In an effort to continue with energy improvements, the DDA created a program which consists of a commercial building inspection, survey and analysis of the energy measures needed to improve efficiency in a commercial building (located within the DDA District) with respect to HVAC, lighting and weatherproofing. The program will assist commercial property owners within the DDA District in making energy efficient upgrades to improve building performance.</p>	DDA	\$3,000	1	\$3,000	\$3,000
2013-14	<p>Property Acquisition, Purchase and Demolition Program Description: Funding will be set aside for property acquisition, clearance/demolition and blight elimination with the intent to reuse, rebuild, repurpose or preserve future uses of the property.</p>	DDA/ MEDC/ MSHDA	\$50,000	2	\$50,000	\$50,000
2013-14	<p>Power Pole Replacement Description: The expected useable life of wooden poles is forty years. Within the Escanaba distribution system, many poles are approaching or have exceeded their expected life. Pole inspectors have identified poles within our system that need to be replaced.</p>	Electric Fund	\$250,000	1	\$250,000	\$250,000
2013-14	<p>Street Light Replacement Description: There have been great advancements made in LED street lighting over the past few years. These advancements resulted in better products and more affordable fixtures. Replacement of the existing HID street lights and dusk-to-dawn lights with LED equivalents is planned. This project will take multiple years to complete. The City has approximately 1,550 street lights and 300 dusk-to-dawn lights on the distribution system.</p>	Electric Fund	\$100,000	1	\$100,000	\$100,000

2013-14	<p>Chip Seal South 32nd Street from 3rd Avenue South to 4th Avenue South Description: A petition for chip sealing South 32nd Street from 3rd Avenue South to 4th Avenue South was requested by the adjoining property owners. The petition is currently out for signatures. Even with all private property owners signing the petition, the petition will not pass by more than 50% of adjacent property owners by linear frontage because the City of Escanaba owns the majority share of the property. The project will move to the next step as long as all private property owners agree to the petition. Being this is a chip seal project and not asphalt with curb and gutter, the City believes this project will be beneficial to all the property owners. The project is estimated at \$20,000. Chip seal is pavement surface treatment that is less expensive than normal asphalt. Chip seal is constructed of layers of fine aggregate (chip) and liquid asphalt binder. The chips are evenly distributed and then covered with liquid asphalt binder. The mixture is then compacted. On a new gravel road a double layer will be applied. The chip seal is not a permanent solution. In five to seven years, a single layer overlay will be required to keep the chip seal in good repair. The benefits of the chip seal are that it will control the dust and not require grading. Also it can be patched as required.</p>	Local Street Fund	\$20,000	3		No longer included in the proposed plan due to lack of property owner signatures
2013-14	<p>John D. Besse Park (8th Avenue South and South 30th Street) – Esky 150 Project Description: As part of the Escanaba Sesquicentennial, the John D. Besse Park, located on the northeast corner of South 30th Street and 8th Avenue South, will be constructed and will house a handicapped playground with rubberized base, volleyball courts, pavilion, paved parking and a 9 hole par 3 frisbee golf course.</p>	Donation	\$280,000	1	1	\$280,000
2013-14	<p>Ludington Park Tennis/Basketball Courts Resurfacing and Construct Sidewalks to the Bathrooms, Pavilion and Courts Description: Resurfacing of Ludington Park Tennis Courts (4), Basketball Court (1). Provide sidewalks from the parking lot area to the bathrooms, pavilion and courts that meet ADA specifications. Replace existing drinking fountain with new ADA one.</p>	Recreation Passport Donation Fund Grant General Fund	\$56,000	3		\$13,000 \$43,000 Grant
2013-14	<p>Marina Water Basin Management Plan – Treatment – Phase II Description: In order to maintain the beneficial uses of the marina, a Marina Water Basin Management Plan was created in 2011. Within this plan, the physical characteristics of the water body were determined, outflow rates were determined and biological characteristics of the water body were defined. Additionally, the aquatic nuisance problems occurring in the water body were described, including a description of the activities being impaired by the nuisance conditions, and a map indicating locations of the targeted nuisance species were completed. In 2012, an initial treatment of the basin was completed. Phase II of the project is intended to complete necessary plant surveys and remove the remaining invasive aquatic weeds using the prescribed chemical treatment.</p>	Marina Fund DDA Fund	\$15,000	1		\$11,000 Marina \$4,000 DDA
2013-14	<p>Marina Entrance Dredging and Harbor Basin Dredging Description: In order to maintain access to the harbor and maneuvering capabilities within the harbor, approximately 14,000 cubic yards will be dredged.</p>	Grant	\$262,500	1		\$262,500

2013-14	<p>Monument to Labor Project – Esky 150 Project Description: As part of the Escanaba Sesquicentennial, the history of labor is significant in the City of Escanaba. In the course of demolishing the former Department of Public Works Facility in the early 1990's, four historical reliefs were salvaged for inclusion into a public monument to labor in a public space at Rose Park.</p>	Donation	\$17,000	3	\$0	Not in budget – awaiting a donation
2013-14	<p>Liberty Tree Project at Veteran's Memorial – Esky 150 Project Description: As part of the Escanaba Sesquicentennial, "A Liberty Tree" Victory Garden will be erected at Veteran's Park as a reminder of the liberty and freedoms, we as a City value.</p>	Donation	\$15,000	3	\$0	Not in budget – awaiting a donation
2013-14	<p>Esky 150 Trees and Neighborhoods Planting Parties – Esky 150 Project Description: As part of the Esky 150 celebration, 150 trees, shrubs and daffodils will be planted throughout the City of Escanaba in neighborhood parks and recreation areas, at the public schools and in the UP State Fair grounds to celebrate the Escanaba Sesquicentennial in 2013.</p>	Donations	\$86,000	1	\$86,000	Paid for by Esky 150
2013-14	<p>Westside ORV Trail Connector – Escanaba to Hermansville Trail – Hermanaba Description: The City of Escanaba in partnership with the State of Michigan and the Upper Peninsula ORV Trail Development Association proposes to establish an all-terrain vehicle connector trail to the already established Hermanaba Trail located on the west side of Escanaba near the landfill along 19th Avenue North to North 30th Street. The purpose of the project is to expand rising space to making traveling easier and to increase tourism in Escanaba.</p>	MDNR		2	\$5,000	\$5,000
2013-14	<p>Downtown National Register of Historic Places (NRHP) – Certified Local Government Status Description: The Escanaba DDA along with the Escanaba Historical Commission will work towards enrolling downtown Escanaba in the National Register for Historic Places and becoming a certified local government. Under the program the City will be eligible for funding to improve historical treasures within the downtown district by competing annually for grants.</p>	DDA	\$500	1	\$500	\$500
2013-14	<p>Parking Lot Beautification - 1200 Block of 1st Avenue North Description: A DDA controlled parking facility located on the 1200 block of 1st Avenue North (behind Peoples Drug). The facility contains a total of 40 parking spaces, none of which are designated accessible. Improvements include the installation of a new facility sign and landscaping.</p>	DDA	\$5,000	2	\$5,000	\$5,000

2013-14	<p>Farmer's Market/Business Incubator Preservation and Upgrade -- Engineering Services -- Phase II</p> <p>Description: The Escanaba Farmer's Market has been in operation in downtown Escanaba since the 19th Century. The Farmer's Market functions as a vital economic and social link between families, businesses, farmers and craftspeople of the community. A preliminary design and site plan of an updated Farmer's Market along with a business incubator is being created to determine the best physical layout of a year-round use facility. Under Phase II of the project, engineering preparation for the reconstruction of the Farmer's Market will be completed to include detailed construction drawings, cost estimates, permitting processes and bidding processes.</p>	DDA, MEDC, USDA, Private	\$50,000	1	\$50,000	\$50,000
2013-14	<p>New Electrical Substation</p> <p>Description: A new substation will be constructed to replace the substation currently in service at the Power Plant. The substation will be built in the area of the old compost site off of 20th Avenue North. The substation will consist of two main transformers, which will feed up to eight circuits. This project will take approximately two years to complete.</p>	Electric Fund	\$2,500,000	1	\$2,500,000	\$2,500,000
FISCAL YEAR 2014-15						
2014-15	<p>Resurfacing and Curb Repair Citywide -- Major Streets</p> <p>Description: The City has a responsibility to maintain, resurface and curb streets as they become deteriorated throughout the community. Routine resurfacing and curbing repairs as required. Street evaluation, prioritization, ranking and surface treatment type will be determined at a later date and a public hearing before the Planning Commission will be conducted prior to June 30, 2014.</p>	Major Street Fund General Fund	To Be Determined	1	To Be Determined	
2014-15	<p>Resurfacing and Curb Repair Citywide -- Local Streets</p> <p>Description: The City has a responsibility to maintain, resurface and curb streets as they become deteriorated throughout the community. Routine resurfacing and curbing repairs as required. Street evaluation, prioritization, ranking and surface treatment type will be determined at a later date and a public hearing before the Planning Commission will be conducted prior to June 30, 2014.</p>	Local Street Fund General Fund	To Be Determined	1	To Be Determined	
2014-15	<p>Sidewalk Repair and Maintenance Program -- City Wide</p> <p>Description: Routine repair and maintenance of existing sidewalk is needed City wide.</p>	General Fund	To Be Determined	1	To Be Determined	
2014-15	<p>Non-Motorized Recreational Trail Upgrades -- Year Round Trail</p> <p>Description: Look to upgrade the non-motorized recreational trail system and improve the conditions of the trail where possible by either redirecting the trail to avoid the swamp where possible or adding to the trail. The addition of lighting where possible would provide the opportunity to use the trail more in the evening hours especially when the daylight season is shorter.</p>	Land Development Fund Private Donations Grants	To Be Determined	3	To Be Determined	

2014-15	<p><u>DDA District Curb Repair Program</u> Description: Funding to be allocated to repair most critical infrastructure repairs in the DDA District which could include street resurfacing, curb, brick pavers, sidewalk, and tree related problems-removal/replacement. Project evaluations, prioritization and ranking will be determined at a later date at a public hearing before the Downtown Development Authority Board of Trustees and Planning Commission.</p>	DDA	\$18,000	2	
2014-15	<p><u>Downtown Building Facade Improvement Program</u> Description: Commercial building facades (located within the DDA District) will be upgraded and improved. Through these renovations, the City/DDA hopes to stimulate economic growth and redevelopment and add on improved visual quality of existing commercial properties.</p>	DDA/Grants /Private Funds	\$400,000	1	
2014-15	<p><u>Downtown District – Corner Street Sign Replacement</u> Description: The corner street signs on Ludington Street are not sized properly for the street and traffic speeds. Replacement signs will be installed which reflect a legible font and include an identity theme for the downtown.</p>	DDA	\$5,000	1	
2014-15	<p><u>DDA Commercial Weatherization Optimization Program – Energy Audits – Phase III</u> Description: In an effort to continue with energy improvements, the DDA created a program which consists of a commercial building inspection, survey and analysis of the energy measures needed to improve efficiency in a commercial building (located within the DDA District) with respect to HVAC, lighting and weatherproofing. The program will assist commercial property owners within the DDA District in making energy efficient upgrades to improve building performance.</p>	DDA	\$3,000	1	
2014-15	<p><u>Commercial Weatherization Optimization Program – Building Energy Improvements</u> Description: The program will assist commercial property owners (within the DDA District) in making energy efficient upgrades to improve a buildings performance.</p>	DDA	To Be Determined	1	
2014-15	<p><u>Property Acquisition, Purchase and Demolition Program</u> Description: Funding will be set aside for property acquisition, clearance/demolition and blight elimination with the intent to reuse, rebuild, repurpose or preserve future uses of the property.</p>	DDA	\$50,000	2	
2014-15	<p><u>Power Pole Replacement</u> Description: The expected useable life of wooden poles is forty years. Within the Escanaba distribution system, many poles are approaching or have exceeded their expected life. Pole inspectors have identified poles within our system that need to be replaced.</p>	Electric Fund	\$250,000	1	
2014-15	<p><u>Street Light Replacement</u> Description: There have been great advancements made in LED street lighting over the past few years. These advancements resulted in better products and more affordable fixtures. Replacement of the existing HID street lights and dusk-to-dawn lights with LED equivalents is planned. This project will take multiple years to complete. The City has approximately 1,550 street lights and 300 dusk-to-dawn lights on the distribution system.</p>	Electric Fund	\$100,000	1	

2014-15	<u>Veterans Park Tennis Courts Resurfacing</u> Description: Resurfacing of Veterans Tennis Courts (2).	General Fund	\$12,000	3	
2014-15	<u>Sheridan Road Resurfacing</u> Description: The Sheridan Road Project includes HMA crushing and repaving, along with related storm sewer work, and ADA accessible crosswalk construction from 8 th Avenue North to 15 th Avenue North.	NIDOT Small Urban Grant and Major Street Fund	\$225,000	1	
2014-15	<u>Restroom Upgrade - Aronson Island</u> Description: The Aronson Island bathrooms are in need of major renovations. This project will completely upgrade the facilities to a more permanent building	General Fund	\$30,000	2	
2014-15	<u>Restroom Upgrade - Municipal Dock</u> Description: The municipal dock bathrooms are in need of major renovations. This project will completely upgrade and redo the men's and women's bathroom.	General Fund	\$30,000	3	
2014-15	<u>Ludington Street Streetscape - Stephenson Avenue to 6th Street - Project Engineering</u> Description: Project engineering preparation for the reconstruction of Ludington Street from Stephenson Avenue to 6th Street will be completed to include detailed construction drawings, cost estimates and the permitting process.	DDA	To Be Determined	1	
2014-15	<u>Beautification of DDA Controlled Parking Lot - 100 Block North 10th Street</u> Description: A DDA controlled parking facility located on the 100 block of North 10 th Street. The facility contains a total of 15 spaces. Improvements include the installation of a new facility sign and landscaping.	DDA	\$5,000	2	
2014-15	<u>Parking Lot Beautification - Resurface/re-seal, landscaping, signage in line with identity/theme</u> Description: A DDA controlled parking facility located (Behind Ludington Center) on the 1100 block of 1 st Avenue North. The facility contains a total of 59 spaces, none of which are designated accessible. Improvements include the installation of a new facility sign and landscaping.	DDA	\$5,000	2	
2014-15	<u>Farmer's Market Preservation and Upgrade - Construction</u> Description: The Escanaba's Farmer's Market has been in operation in downtown Escanaba since the 10 th century. The Farmer's Market functions as a vital economic and social link between families, businesses, farmers and crafts people of the community. Project construction will take place.	DDA	\$750,000	2	

FISCAL YEAR 2015-16

	Description	Major Street Fund General Fund	To Be Determined	1
2015-16	<u>Resurfacing and Curb Repair Citywide – Major Streets</u> Description: The City has a responsibility to maintain, resurface and curb streets as they become deteriorated throughout the community. Routine resurfacing and curbing repairs as required. Street evaluation, prioritization, ranking and surface treatment type will be determined at a later date and a public hearing before the Planning Commission will be conducted prior to June 30, 2015.	Major Street Fund General Fund	To Be Determined	1
2015-16	<u>Resurfacing and Curb Repair Citywide – Local Streets</u> Description: The City has a responsibility to maintain, resurface and curb streets as they become deteriorated throughout the community. Routine resurfacing and curbing repairs as required. Street evaluation, prioritization, ranking and surface treatment type will be determined at a later date and a public hearing before the Planning Commission will be conducted prior to June 30, 2015.	Local Street Fund General Fund	To Be Determined	1
2015-16	<u>Sidewalk Repair and Maintenance Program - City Wide</u> Description: Routine repair and maintenance of existing sidewalk is needed City wide.	General Fund	To Be Determined	1
2015-16	<u>Non-Motorized Recreational Trail Upgrades – Year Round Trail</u> Description: Look to upgrade the non-motorized recreational trail system and improve the conditions of the trail where possible by either redirecting the trail to avoid the swamp where possible or adding to the trail. The addition of lighting where possible would provide the opportunity to use the trail more in the evening hours especially when the daylight season is shorter.	Land Development Fund Private Donations Grants	To Be Determined	3
2015-16	<u>DDA District Curb Repair Program</u> Description: Funding to be allocated to repair most critical infrastructure repairs in the DDA District which could include street resurfacing, curb, brick pavers, sidewalk, and tree related problems-removal/replacement. Project evaluations, prioritization and ranking will be determined at a later date at a public hearing before the Downtown Development Authority Board of Trustees and Planning Commission.	DDA	\$18,000	2
2015-16	<u>Downtown Building Facade Improvement Program</u> Description: Commercial building facades (located within the DDA District) will be upgraded and improved. Through these renovations, the City/DDA hopes to stimulate economic growth and redevelopment and add on improved visual quality of existing commercial properties.	DDA/Grants /Private Funds	\$400,000	1
2015-16	<u>Downtown District – Corner Street Sign Replacement</u> Description: The corner street signs on Ludington Street are not sized properly for the street and traffic speeds as defined by the State of Michigan. Replacement signs will be installed which reflect a legible font and include an identity theme for the downtown.	DDA	\$5,000	1

2015-16	<p><u>Commercial Weatherization Optimization Program – Energy Audits</u> Description: Commercial building inspections, surveys and analysis of the energy measures needed to improve efficiency in a commercial building (located within the DDA District) with respect to HVAC, lighting and weatherproofing will be conducted.</p>	DDA	\$3,000	1	
2015-16	<p><u>Commercial Weatherization Optimization Program – Building Energy Improvements</u> Description: The program will assist commercial property owners (within the DDA District) in making energy efficient upgrades to improve a buildings performance.</p>	DDA	To Be Determined	1	
2015-16	<p><u>Property Acquisition, Purchase and Demolition Program</u> Description: Funding will be set aside for property acquisition, clearance/demolition and blight elimination with the intent to reuse, rebuild, repurpose or preserve future uses of the property.</p>	DDA	\$50,000	2	
2015-16	<p><u>Power Pole Replacement</u> Description: The expected useable life of wooden poles is forty years. Within the Escanaba distribution system, many poles are approaching or have exceeded their expected life. Pole inspectors have identified poles within our system that need to be replaced.</p>	Electric Fund	\$250,000	1	
2015-16	<p><u>Street Light Replacement</u> Description: There have been great advancements made in LED street lighting over the past few years. These advancements resulted in better products and more affordable fixtures. Replacement of the existing HID street lights and dusk-to-dawn lights with LED equivalents is planned. This project will take multiple years to complete. The City has approximately 1,550 street lights and 300 dusk-to-dawn lights on the distribution system.</p>	Electric Fund	\$100,000	1	
2015-16	<p><u>Pier 3 Restroom Facility</u> Description: The Marina is looking to build a 24' x 12' permanent structure bathroom south of pier 3. This bathroom would be useful to slip holders on the south end of the harbor as well as fishing tournaments.</p>	Marina Fund Private Donations	To Be Determined	3	
2015-16	<p><u>Public Works Cold Storage Building/Lean-To</u> Description: This would be a 50' x 100' pole style building within the existing Department of Public Works fence. This building would also house the sign shop in conjunction with the building modification project. The project would also be done with Department of Public Works labor. Another option has been looked at for construction of a lean-to off the side of the building. A lean-to at 200' long and 24' wide. To cut the lean-to size in half would be approximately half the cost.</p>	Motor Vehicle Fund	\$50,000 for pole style building \$116,000 for lean-to	3	

2015-16	<p><u>Parking Lot Beautification - Resurface/re-seal, landscaping, signage in line with identity/theme</u></p> <p>Description: A DDA controlled parking facility located on the (South 700 Block Lot) 700 block of 1st Avenue North. The facility is not clearly marked, but has in excess of 50 spaces, none of which are designated accessible. Improvements include the installation of a new facility sign and landscaping.</p>	DDA	\$5,000	2		
2015-16	<p><u>Parking Lot Beautification - Resurface/re-seal, landscaping, signage in line with identity/theme</u></p> <p>Description: A DDA controlled parking facility located on the (East of Carlyon office) 1100 block of 1st Avenue South. The facility contains a total of 24 spaces, none of which are designated accessible. Improvements include the installation of a new facility sign and landscaping.</p>	DDA	\$5,000	2		
PISCAL YEAR 2016-17						
2016-17	<p><u>Resurfacing and Curb Repair Citywide - Major Streets</u></p> <p>Description: The City has a responsibility to maintain, resurface and curb streets as they become deteriorated throughout the community. Routine resurfacing and curbing repairs as required. Street evaluation, prioritization, ranking and surface treatment type will be determined at a later date and a public hearing before the Planning Commission will be conducted prior to June 30, 2016.</p>	Major Street Fund General Fund	To Be Determined	1		
2016-17	<p><u>Resurfacing and Curb Repair Citywide - Local Streets</u></p> <p>Description: The City has a responsibility to maintain, resurface and curb streets as they become deteriorated throughout the community. Routine resurfacing and curbing repairs as required. Street evaluation, prioritization, ranking and surface treatment type will be determined at a later date and a public hearing before the Planning Commission will be conducted prior to June 30, 2016.</p>	Local Street Fund General Fund	To Be Determined	1		
2016-17	<p><u>Sidewalk Repair and Maintenance Program - City Wide</u></p> <p>Description: Routine repair and maintenance of existing sidewalk is needed City wide.</p>	General Fund	To Be Determined	1		
2016-17	<p><u>Non-Motorized Recreational Trail Upgrades - Year Round Trail</u></p> <p>Description: Look to upgrade the non-motorized recreational trail system and improve the conditions of the trail where possible by either redirecting the trail to avoid the swamp where possible or adding to the trail. The addition of lighting where possible would provide the opportunity to use the trail more in the evening hours especially when the daylight season is shorter.</p>	Land Development Fund Private Donations Grants	To Be Determined	3		

2016-17	<p>DDA District Curb Repair Program Description: Funding to be allocated to repair most critical infrastructure repairs in the DDA District which could include curb, brick pavers, sidewalk, and tree related problems – removal/replacement. Project evaluations, prioritization and ranking will be determined at a later date at a public hearing before Downtown Development Authority board Trustees and Planning Commission.</p>	DDA	\$18,000	1	
2016-17	<p>Downtown Building Facade Improvement Program Description: Commercial building facades (located within the DDA District) will be upgraded and improved. Through these renovations, the City/DDA hopes to stimulate economic growth and redevelopment and add on improved visual quality of existing commercial properties.</p>	DDA/Grants /Private Funds	\$400,000	1	
2016-17	<p>Downtown District – Corner Street Sign Replacement Description: The corner street signs on Ludington Street are not sized properly for the street and traffic speeds as defined by the State of Michigan. Replacement signs will be installed which reflect a legible font and include an identity theme for the downtown.</p>	DDA	\$5,000	1	
2016-17	<p>Commercial Weatherization Optimization Program – Energy Audits Description: Commercial building inspections, surveys and analysis of the energy measures needed to improve efficiency in a commercial building (located within the DDA District) with respect to HVAC, lighting and weatherproofing will be conducted.</p>	DDA	\$3,000	1	
2016-17	<p>Commercial Weatherization Optimization Program – Building Energy Improvements Description: The program will assist commercial property owners (within the DDA District) in making energy efficient upgrades to improve a buildings performance.</p>	DDA	To Be Determined	1	
2016-17	<p>Property Acquisition, Purchase and Demolition Program Description: Funding will be set aside for property acquisition, clearance/demolition and blight elimination with the intent to reuse, rebuild, repurpose or preserve future uses of the property.</p>	DDA	\$50,000	2	
2016-17	<p>Power Pole Replacement Description: The expected useable life of wooden poles is forty years. Within the Escanaba distribution system, many poles are approaching or have exceeded their expected life. Pole inspectors have identified poles within our system that need to be replaced.</p>	Electric Fund	\$250,000	1	
2016-17	<p>Street Light Replacement Description: There have been great advancements made in LED street lighting over the past few years. These advancements resulted in better products and more affordable fixtures. Replacement of the existing HID street lights and dusk-to-dawn lights with LED equivalents is planned. This project will take multiple years to complete. The City has approximately 1,550 street lights and 300 dusk-to-dawn lights on the distribution system.</p>	Electric Fund	\$100,000	1	

2016-17	<p><u>Ludington Street/Side Street Repair Program</u> Description: Annual DDA allocation to repair most critical infrastructure repairs: street resurfacing, curb, brick pavers, sidewalk and tree related problems – removal/replacement.</p>	DDA/ City/MDOT/ Grants	\$100,000	2		
2016-17	<p><u>Parking Lot Beautification – Landscaping, Signage in Line With Identity/Theme, 1100 Block First Avenue South (West of Carlyon office)</u> Description: A DDA controlled parking facility located on the (West of Carlyon office) 1100 block of 1st Avenue South. The facility contains a total of 24 spaces, none of which are designated accessible. Improvements include the installation of a new facility sign and landscaping.</p>	DDA	\$5,000	2		
2016-17	<p><u>Neighborhood Enhancement Area</u> Description: There are two neighborhood enhancement areas identified in the Escanaba Comprehensive Plan. These areas are located on the east side of Lincoln Road to Stephenson Avenue and on both sides of Ludington Street from Ludington Street to 3rd Avenues North and South. The intent of the Neighborhood Enhancement Area is to concentrate code enforcement, infrastructure improvements, and home ownership programs to increase property value resulting in stabilized neighborhoods.</p>	General Fund	To Be Determined	2		
2016-17	<p><u>Lemerand/Ness Complex (Playground Facilities)</u> Description: Because of the recreational use, and the area being the far southside major playground facility, improvements to equipment is needed for the health, safety and welfare of the citizens.</p>	General Fund	\$30,000	2		
2016-17	<p><u>Escanaba Heritage Walking Tour</u> Description: A Heritage Walking Tour of the downtown area and parts of the City of Escanaba celebrating historic building, homes, and landmarks will be developed.</p>	DDA Land Development Grants	\$15,000	3		
2016-17	<p><u>Neighborhood Historic Overlay – 1st Avenue South, South 7th Street and Lake Shore Drive</u> Description: The historic stock of residential structures sets the City apart from surrounding townships. The area between 1st Avenue South, South 7th Street and Lake Shore Drive is to be designated as an historic overlay district, which means it poses a high concentration of historic structures deserving to be preserved for the community. A neighborhood historic overlay district would provide a basis for the City to manage the appearance of the exterior of new structures and significant additions within this area. The overlay district would not be a local historic district, but a zoning tool used to preserve the architectural and historic integrity of the neighborhood.</p>	General Fund	To Be Determined	3		

2016-17	<p><u>Sheridan Road Improvement Program – 1300 block to 1700 block – Off-Street Parking Lot Installation</u> Description: As part of the Comprehensive Plan, a strategy exists to improve the 1300 to 1700 blocks of Sheridan Road. The neighborhood has an ethnic heritage which will be capitalized on. The area has a defined neighborhood business district with well-maintained homes. Efforts to improve and demarcate the business district are being planned.</p> <p><u>Concrete Slabs for Rovee and Webster Parks</u> Description: The Recreation Department is proposing to develop a designated area for cement slabs at the Webster and Royce Ice Rinks to utilize the area for year round use. With the proposed slabs, participants could use the area for inline skating in the summer months and for ice skating in the winter months (year around use).</p>	Land Development Fund	\$75,000	3	
2016-17	<p><u>Concrete Slabs for Rovee and Webster Parks</u> Description: The Recreation Department is proposing to develop a designated area for cement slabs at the Webster and Royce Ice Rinks to utilize the area for year round use. With the proposed slabs, participants could use the area for inline skating in the summer months and for ice skating in the winter months (year around use).</p>	Grants Private Donations	\$36,000	3	
FISCAL YEAR 2017-18					
2017-18	<p><u>Resurfacing and Curb Repair Citywide – Major Streets</u> Description: The City has a responsibility to maintain, resurface and curb streets as they become deteriorated throughout the community. Routine resurfacing and curbing repairs as required. Street evaluation, prioritization, ranking and surface treatment type will be determined at a later date and a public hearing before the Planning Commission will be conducted prior to June 30, 2016.</p>	Major Street Fund General Fund	To Be Determined	1	
2017-18	<p><u>Resurfacing and Curb Repair Citywide – Local Streets</u> Description: The City has a responsibility to maintain, resurface and curb streets as they become deteriorated throughout the community. Routine resurfacing and curbing repairs as required. Street evaluation, prioritization, ranking and surface treatment type will be determined at a later date and a public hearing before the Planning Commission will be conducted prior to June 30, 2016.</p>	Local Street Fund General Fund	To Be Determined	1	
2017-18	<p><u>Sidewalk Repair and Maintenance Program – City Wide</u> Description: Routine repair and maintenance of existing sidewalk is needed City wide.</p>	General Fund	To Be Determined	1	
2017-18	<p><u>Non-Motorized Recreational Trail Upgrades – Year Round Trail</u> Description: Look to upgrade the non-motorized recreational trail system and improve the conditions of the trail where possible by either redirecting the trail to avoid the swamp where possible or adding to the trail. The addition of lighting where possible would provide the opportunity to use the trail more in the evening hours especially when the daylight season is shorter.</p>	Land Development Fund Private Donations Grants	To Be Determined	3	

2017-18	<p><u>DDA District Curb Repair Program</u> Description: Funding to be allocated to repair most critical infrastructure repairs in the DDA District which could include curb, brick pavers, sidewalk, and tree related problems – removal/replacement. Project evaluations, prioritization and ranking will be determined at a later date at a public hearing before Downtown Development Authority board Trustees and Planning Commission.</p>	DDA	\$18,000	1	
2017-18	<p><u>Downtown Building Facade Improvement Program</u> Description: Commercial building facades (located within the DDA District) will be upgraded and improved. Through these renovations, the City/DDA hopes to stimulate economic growth and redevelopment and add on improved visual quality of existing commercial properties.</p>	DDA/Grants /Private Funds	\$400,000	1	
2017-18	<p><u>Downtown District – Corner Street Sign Replacement</u> Description: The corner street signs on Ludington Street are not sized properly for the street and traffic speeds as defined by the State of Michigan. Replacement signs will be installed which reflect a legible font and include an identity theme for the downtown.</p>	DDA	\$5,000	1	
2017-18	<p><u>Commercial Weatherization Optimization Program – Energy Audits</u> Description: Commercial building inspections, surveys and analysis of the energy measures needed to improve efficiency in a commercial building (located within the DDA District) with respect to HVAC, lighting and weatherproofing will be conducted.</p>	DDA	\$3,000	1	
2017-18	<p><u>Commercial Weatherization Optimization Program – Building Energy Improvements</u> Description: The program will assist commercial property owners (within the DDA District) in making energy efficient upgrades to improve a buildings performance.</p>	DDA	To Be Determined	1	
2017-18	<p><u>Property Acquisition, Purchase and Demolition Program</u> Description: Funding will be set aside for property acquisition, clearance/demolition and blight elimination with the intent to reuse, rebuild, repurpose or preserve future uses of the property.</p>	DDA	\$50,000	2	
2017-18	<p><u>Power Pole Replacement</u> Description: The expected useable life of wooden poles is forty years. Within the Escanaba distribution system, many poles are approaching or have exceeded their expected life. Pole inspectors have identified poles within our system that need to be replaced.</p>	Electric Fund	\$250,000	1	
2017-18	<p><u>Street Light Replacement</u> Description: There have been great advancements made in LED street lighting over the past few years. These advancements resulted in better products and more affordable fixtures. Replacement of the existing HID street lights and dusk-to-dawn lights with LED equivalents is planned. This project will take multiple years to complete. The City has approximately 1,550 street lights and 300 dusk-to-dawn lights on the distribution system!</p>	Electric Fund	\$100,000	1	

2017-18	<u>Ludington Street/Side Street Repair Program</u> Description: Annual DDA allocation to repair most critical infrastructure repairs: street resurfacing, curb, brick pavers, sidewalk and tree related problems – removal/replacement.	DDA/ City/MDOT/ Grants	\$100,000	2	
2017-18	<u>Neighborhood Historic Overlay – 1300 – 1700 Sheridan Road</u> Description: The historic culture of this north side neighborhood sets the neighborhood apart from surrounding neighborhoods of the community. The area between 1300 - 1700 Sheridan Road is to be designated as an historic overlay district, which means it possesses a historical value deserving to be preserved for the community. A neighborhood historic overlay district would provide a basis for the City to manage the appearance of the exterior of new structures and significant additions within this area. The overlay district would not be a local historic district, but a zoning tool used to preserve the architectural and historic integrity of the neighborhood.	General Fund	To Be Determined	2	
2017-18	<u>18th Avenue South Athletic Complex Parking</u> Description: With the continuing development of these fields and the strong fan interest, this has created a serious vehicle parking problem. We would like to provide a combined parking/roadway for these facilities to reduce traffic/pedestrian accident hazards. Paved parking will be installed in the 18 th Avenue South Athletic Complex which will serve the Ness Baseball Field, Lemerand Park and Escanaba Public Schools Athletic Field.	Private Donations	\$50,000	2	
2017-18	<u>Parking Lot Improvements – landscaping, signage in line with identity/theme. 1000 Block First Avenue North.</u> Description: A DDA controlled parking facility (Behind Morrison Shop) located on the 100 block of North 10th Street. The facility contains a total of 15 spaces, none of which are accessible. Improvements include the installation of a new facility sign and landscaping.	DDA	\$5,000	2	
NO YEAR ASSIGNED					
No Year Assigned – To Be Determined If Funding Becomes Available	<u>9th Avenue North Extension to North 30th Street – Phase III</u> Description: The City continues to grow to the west and very developable commercial property needs to be opened up for future commercial developments and surrounding properties. Also we already have businesses in the area that are requesting city water and sewer. Because the Wal-Mart Super Center is located in the general vicinity and will become a destination location, the 9 th Avenue North expansion is needed so that additional property can be developed so that our economic base can be increased and traffic congestion can be diverted away from North Lincoln Road. This will also be a phase of construction to develop a grid of streets and utilities for future economic growth in the area.	Major Street Fund Special Assessments Water Utility Fund Wastewater Utility Fund	\$1,250,000	3	

<p>No Year Assigned - to Be Determined IF Funding Becomes Available</p>	<p><u>Phase II - Construct North 26th Street Connecting 3rd Avenue North With 6th Avenue North</u> Description: The City continues to grow to the west and very developable commercial property needs to be opened up for future commercial developments and surrounding properties. Because the Wal-Mart Super Center is located in the general vicinity and will become a destination location, the North 26th Street expansion is needed so that additional property can be developed so that our economic base can be increased and traffic congestion can be diverted away from North Lincoln Road. This will also be a phase of construction to develop a grid of streets and utilities for future economic growth in the area.</p>	<p>Major Street Fund Special Assessment Water Utility Fund Wastewater Utility Fund</p>	<p>\$750,000</p>	<p>3</p>		
<p>No Year Assigned - to Be Determined IF Funding Becomes Available</p>	<p><u>Construct North 26th Street Connecting 6th Avenue North With 9th Avenue North - Phase IV</u> Description: The City continues to grow to the west and very developable commercial property needs to be opened up for future commercial developments and surrounding properties. Because the Wal-Mart Supercenter is located in the general vicinity and will become a destination location, the expansion is needed so that additional property can be developed so that our economic base can be increased and traffic congestion can be diverted away from North Lincoln Road. This will also be the final phase of construction to develop a grid of streets and utilities for future economic growth in the area.</p>	<p>Major Street Fund Special Assessments Water Utility Fund Wastewater Utility Fund</p>	<p>\$475,000</p>	<p>3</p>		
<p>No Year Assigned - to Be Determined IF Funding Becomes Available</p>	<p><u>6th Avenue South Street Extension From Willow Creek Road to City Limit</u> Description: The City continues to grow to the west and very developable residential property needs to be opened up for future residential uses. The City Engineering Department is developing a Master Street Plan which will include all utilities such as water, electrical, wastewater and storm water infrastructure so that residential subdivisions/lots can be developed on 6th Avenue South from Willow Creek Road to the western City limit.</p>	<p>Major Street Fund Special Assessment Water Utility Fund Wastewater Utility Fund</p>	<p>To Be Determined</p>	<p>3</p>		
<p>No Year Assigned - to Be Determined IF Funding Becomes Available</p>	<p><u>Ludington Street Reconstruction</u> Description: Designed streetscape and upgrade all utilities of the East Ludington Street Corridor from Stephenson Avenue to 2nd Street, include side streets to 1st Avenues North and South.</p>	<p>Major Street Fund Special Assessments Water Utility Fund Wastewater Utility Fund Electrical Utility Fund</p>	<p>\$20,000,000 (To Be Determined)</p>	<p>2</p>		

<p>No Year Assigned – to Be Determined If Funding Becomes Available</p>	<p>Wastewater Plant Expansion Description: The existing Escanaba Wastewater Treatment Plant handles all of the residential, commercial and industrial wastewater generated in the City. The plant was built in 1933 and is rated at 2.2 million gallons per day. A major treatment upgrade was done in 1973, but the capacity remained the same. The existing flows at certain times of the year approach and often exceed the design capacity. Additionally, the City of Escanaba will exceed design capacity more frequently when the ground water level rises. This is due to the poor condition of the old sanitary sewer collection system.</p>	<p>Wastewater Utility Fund</p>	<p>\$5,000,000</p>	<p>3</p>
<p>No Year Assigned – to Be Determined If Funding Becomes Available</p>	<p>Public Safety Building Upgrade Description: The Public Safety building is in need of updates and remodeling to meet current demands and ADA standards.</p>	<p>To Be Determined</p>	<p>\$500,000</p>	<p>1</p>
<p>No Year Assigned – to Be Determined If Funding Becomes Available</p>	<p>Near North Side 3rd Avenue North Non-Motorized Pathway Description: As part of the Recreation Non-Motorized Pathway Master Plan, the non-motorized pathway on 3rd Avenue North from North 3rd Street to Stephenson Avenue is being proposed on the north side of the avenue.</p>	<p>General Fund</p>	<p>To Be Determined</p>	<p>3</p>
<p>No Year Assigned – to Be Determined If Funding Becomes Available</p>	<p>Willow Creek Road Non-Motorized Pathway 8th Avenue South to Ludington Street Description: As part of the City of Escanaba non-motorized pathway system master plan, 4,075 linear feet of 10' wide pathway will be constructed from 8th Avenue South to Ludington Street. The pathway system from 8th Avenue South to 5th Avenue South will be located on the east side of the Willow Creek Road in the City-owned right-of-way. The pathway system on the north side of the creek between the bridge and Ludington Street will be located on the west side of Willow Creek Road once easement is obtained. The non-motorized pathway will cross the creek using a non-motorized clear span bridge.</p>	<p>General Fund Grant Funding</p>	<p>\$250,000</p>	<p>3</p>

<p>No Year Assigned - to Be Determined If Funding Becomes Available</p>	<p>Wastewater Plant Biogas Co-Generation Installation Description: Biogas, or methane, produced by the digesters at the Wastewater Treatment Plant could be utilized to defray energy costs. Currently, the methane is used to fire a dual-fueled boiler to keep the digesters heated to the required temperature. Natural gas can be supplied to the boiler during periods that methane production is too low to meet demands. At the WWTP, thermo energy can be utilized, as described, but a substantial amount of electricity is also consumed. Co-generation is a more effective energy cost savings measure which would allow electric power to be produced on site through a prime mover which can be a methane fired turbine, micro turbine or reciprocating engine driven generator. The process produces a significant amount of heat that can be recovered for other uses like heating digesters and providing supplemental space heating for the building.</p>	<p>Wastewater Utility Fund Grants</p>	<p>\$400,000</p>	<p>3</p>		
<p>No Year Assigned - to Be Determined If Funding Becomes Available</p>	<p>3rd Avenue South Pocket Park (1st and 3rd Avenue South and South 30th Street - 3.93 Acres) Description: The parcel located between 1st and 3rd Avenue South and South 30th Street consists of 3.93 acres of land bordered by a floodplain and consisting of a naturally wooded area. The purpose of this nature area is to accommodate a natural or park like setting with the installation of walking trails, benches, portable restroom facilities and such.</p>	<p>General Fund Private Donations Foundation Funds</p>	<p>To Be Determined</p>	<p>3</p>		
<p>No Year Assigned - to Be Determined If Funding Becomes Available</p>	<p>Ness Field Stadium Description: It has been proposed to construct baseball stadium that would include approximately 200 stadium seats, handicapped accessibility to the stadium, a roof, a new press box, and improved landscaping.</p>	<p>Private Donations</p>	<p>\$200,000</p>	<p>3</p>		
<p>No Year Assigned - to Be Determined If Funding Becomes Available</p>	<p>Dickson Field Improvements Description: There is a need to repair the field by eliminating the lips that have developed in the infield and outfield. Work need to be done on the pitchers mound the batting area and is some other rough parts. Plumbing upgrades also need to be addressed so the concession area can be run properly.</p>	<p>Private Donations</p>	<p>\$20,000</p>	<p>2</p>		
<p>No Year Assigned - to Be Determined If Funding Becomes Available</p>	<p>Royce Tennis Courts Resurfacing Description: Resurfacing of the Royce Tennis Courts (2).</p>	<p>General Fund</p>	<p>\$12,000</p>	<p>2</p>		

<p>No Year Assigned – to Be Determined If Funding Becomes Available</p>	<p><u>Northshore Industrial Park – Preliminary Engineering and Layout</u> Description: As part of the Northshore Redevelopment Master Plan, an Industrial Park will be developed to retain, grow and develop a new manufacturing base surrounding the Power Plant which will create industrial synergies with the potential conversion of the Power Plant. A preliminary engineering study is needed to determine the best physical layout of an Industrial Park surrounding the Power Plant to include the identification of needed infrastructure and proper sizing.</p>	<p>Land Development</p>	<p>To Be Determined</p>	<p>2</p>
<p>No Year Assigned – to Be Determined If Funding Becomes Available</p>	<p><u>Willow Creek East Subdivision Paving and Curbing</u> Description: The curbing and paving of this street will complete the Willow Creek East Phase 2 Subdivision.</p>	<p>Land Development Fund Special Assessments</p>	<p>To Be Determined</p>	<p>2</p>