

**PLANNING COMMISSION MEETING  
ESCANABA, MICHIGAN  
FEBRUARY 14, 2013**

A regular meeting of the Escanaba Planning Commission was held on Thursday, February 14, 2013, at 6:00 p.m. in Room C101 at City Hall, 410 Ludington Street, Escanaba, MI 49829.

**PRESENT:** Chairperson Stephen Buckbee, Vice Chairperson Patrick Connor, Tom Warstler, Roy Webber and Kel Smyth.

**ALSO PRESENT:** City Manager Jim O'Toole, Council Members Pete Baker, Ron Beauchamp and Pat Baribeau, City Engineer Bill Farrell, Recreation Director Tom Peneger, and Executive Secretary Kim Peterson.

**ABSENT:** Planning Commissioners Brian Moravec, Todd Milkiewicz and Jeremy Peacock.

Chairperson Stephen Buckbee called the meeting to order at 6:01 p.m.

**Roll Call**

Executive Secretary Kim Peterson conducted the roll call.

**Approval/Correction of the January 10, 2013, Planning Commission Meeting Minutes**

A motion was made by Planning Commissioner Roy Webber, seconded by Planning Commissioner Tom Warstler, to approve the January 10, 2013, Meeting Minutes. Ayes were unanimous.

**Approval/Adjustments to the Agenda**

Mr. O'Toole would like to an agenda item under New Business #5 to discuss meeting attendance.

A motion was made by Planning Commissioner Roy Webber, seconded by Planning Commissioner Tom Warstler, to approve the meeting agenda with the addition of New Business #5 Meeting Attendance. Ayes were unanimous.

**Conflict of Interest Declarations**

None.

**UNFINISHED BUSINESS**

None.

**PUBLIC COMMENT**

**Site Plan Review – Public Park/Playground – Corner of 8<sup>th</sup> Avenue South and South 30<sup>th</sup> Street – City-Owned Property**

Mr. O'Toole stated the City of Escanaba is proposing to construct a public park, playground and par 3 disc golf course at the City-owned property on the northeast corner of 8<sup>th</sup> Avenue South

and South 30<sup>th</sup> Street. The park will include the installation of playground equipment, pavilion, disc golf course equipment, volleyball courts, picnic tables, grills and paved parking lot.

PowerPoint was presented (attached to meeting minutes).

Questions that were asked at the Recreation Advisory Board meeting are as follows:

**Why did we choose this site and did we consider the property on 32<sup>nd</sup> and 3<sup>rd</sup> Avenue South?** The City chose this site because it has been in the Recreation Master Plan since 1996 and in the Community Master Plan since 2006. It has been a high priority to develop a neighborhood park in that southwest quadrant of the City. In 1996 and 1997, a 460' x 300' parcel, one and a half blocks, was purchased in this area for a neighborhood park. In the Recreation Master Plan, the property located between South 30<sup>th</sup> and 32<sup>nd</sup> Street on 3<sup>rd</sup> Avenue South is intended to be a "Pocket Park" which would accommodate a natural setting with walking trails, benches and portable restrooms. On July 7, 2005, the property located on South 30<sup>th</sup> Street and South 32<sup>nd</sup> Street and 3<sup>rd</sup> Avenue South was rezoned into an "open space" district (Ordinance #1054). This zoning district is very restrictive of the uses that can go into it. The property owners in the area expressed a major concern that the property remains somewhat "primitive."

**Why have we made the parking lot so big and is it overkill; and how much will it cost?** The goal of this parking lot was to get as many cars as possible off the street and avenue due to the high volume of traffic in the area. Additionally the parking lot is designed to maximize ADA compliance and access to accessible facilities located within the park footprint. The Zoning Ordinance does not provide minimum parking requirements for parks. The estimated cost for this parking lot is about \$26,000.

**Have we taken into consideration the level of the detention ditch and what the park will look like from the outside looking in?** The parking lot is proposed to shed water to the street, South 30<sup>th</sup> Street, where there is existing storm sewer. The rest of the park will remain at approximately the same elevation. Existing vegetation features will be preserved where possible and incorporated into the project layout to include the existing vegetation screening already in place on the corner of 8<sup>th</sup> Avenue South and South 30<sup>th</sup> Street. The major landscaping changes include the parking lot, playground, and pavilion. There is plenty of grass area to take care of drainage. The existing ditch on 8<sup>th</sup> Avenue will not change. Because of the snow, we currently do not have elevation numbers, but as soon as the snow melts will enable us to do that.

**What about putting in a walking path around the perimeter of the park?** Our main objective when we started the design of this project was to focus on the park and playground. A perimeter pathway can be costly at this time, especially with what this project already brings to the community. It is something that could be added in the future.

**What about eliminating the volleyball courts and replacing them with a cement slab for basketball and roller hockey?** Volleyball is a great family sport and a girls' team sport in all the local high school athletic programs. It provides a fun, good exercise to many ages. It is also not a very expensive and cost effective sport to play or to maintain. We estimated a cost of about \$2,000 for two courts and they would require little maintenance for these sand courts. Other

options could be to put in a cement slab for basketball and roller hockey. The cost for the cement slab would be about \$30,000 and then about another \$5,000 for hoops and goals for a total of about \$35,000.

**Have we asked for a maintenance fund to keep the park maintained on an annual basis?**

No. We have been offered a \$300,000 gift to furnish and install a park that has been in the plan for almost 20 years.

**Have we estimated how much it will cost and how much time it will take to maintain on a yearly basis?** To maintain the park it will need to be checked every day for trash and a quick inspection which should not take very long, unless there is a problem. During the grass growing season, it will need to be cut once a week and less often when it is dry or cold. The playground is as maintenance free as possible, utilizing a rubberized base (no wood chips required). The parking lot will not be plowed in the winter.

**Should we take a little more time and not rush into any bad choices when we want everything to be practical and used?** This park has been an identified need in the various community plans for almost 20 years. It was addressed in the 1994 Five-year Recreation Plan that a park was needed in that part of town. The gifting of funds for the project which have been tied to the Esky 150 celebration so there is an urgency is to have the project completed by July 2013.

Mr. O'Toole stated there would be no wood chips, but a rubber matting that is maintenance free and designed for handicap purposes. The pavilion is designed to accommodate up to four parties with each wing having its own barbeque grill and tables. This pavilion could be rented out just like the Ludington Park pavilion.

All property owners within 300' were notified of this Public Hearing. Advertisement was placed in the Daily Press.

Pete Baker, 715 South 10<sup>th</sup> Street, appeared before the Planning Commission. Mr. Baker is a resident, City Councilmember, Recreation Advisory Board Liaison, and member of the Salem Lutheran Church. Mr. Baker stated he is not representing Salem Lutheran Church or the members, however he has some knowledge to bring forward for consideration as he has served on several councils and boards with the church. He appreciated the fact that this project is going before the Planning Commission and as the City Manager indicated, this projects has gone before the Recreation Advisory Board twice and the last time was discussed on 02/12/13. Many of the things that there was interest for in the PowerPoint Presentation were questions that were presented on 02/12/13. The Recreation Advisory Board has not approved to move this forward on any kind of recommendation to the Planning Commission as of yet. As the Planning Commission addresses some of these concerns, one of the questions from the Recreation Advisory Board's meeting was about the size of the parking lot and the park with 23 parking spots. Also the site plan that was viewed on 02/12/13 did not have any presentation of the pavilion structure which is going to be four times the size than the Ludington Park pavilion and should be looked at when this is considered. The drainage ditch issue was an issue and other issues that were brought to his attention were if there is going to be a fence around the park. Another issue is what effect on property value of adjacent property, if any. It was mentioned that this has been in the plan since 1994, Salem Lutheran Church has owned their property since 1964 and they have 5.2 acres of land that would be adjacent to this proposed park. He is not sure, but the church may question what effects it will have on ownership rights to build a future

building. These are just some concerns that Mr. Baker wanted to bring to the Planning Commission's attention so when they review and study this issue they have all the information.

Michael Pomeroy, 2808 8<sup>th</sup> Avenue South, appeared before the Planning Commission to express his concerns with his property being adjacent to the proposed playground area to the immediate east. He stated he has been cutting grass that he believed was his property, but looking at the layout of the park, might not have been. City Engineer Farrell stated they can mark the property lines for Mr. Pomeroy. Mr. Pomeroy asked if a privacy fence could be put up as he has dogs that are distracted by people. He further has concerns with Frisbees landing into his yard from the disc golf. When he purchased the home he was not aware of plans for a future park.

Mr. O'Toole stated a cost estimate on feasibility could be conducted for a privacy fence or berm.

Vice Chairperson Patrick Connor stated he would like to see a basketball court, however this addition would cost \$35,000. He would like this to be an option in the future if funds become available.

Planning Commissioner Roy Webber questioned the cost of the pavilion. Mr. O'Toole stated the cost is \$55,000 for the proposed pavilion and \$40,000 for the same size pavilion in Ludington Park. City work crews will be doing the construction work.

Planning Commissioner Roy Webber had some concerns with the pavilion being open on four sides with no wall in the center of the structure and high winds could cause some concerns. City Engineer Farrell stated the inside corner will have a 8' ledge and would help with privacy and wind.

Benches, picnic tables and barbeque grills will be secured. There will be a few picnic tables that can be moved around the park area. There will be a 8' x 8' handicap port-a-john available and would be difficult to knock over. The entire park will be ADA compliant.

City Engineer Farrell stated he has no concerns with drainage issues as it is a big grass area sitting on a lot of sand. The parking lot would be properly graded. He will find out the specifications on the rubber matting and what type of grade this would be set on. There is currently not a drainage issue in the area.

The bike path on 8<sup>th</sup> Avenue South will be enhanced to drop into the park area. South 30<sup>th</sup> Street also has a current bike path which will have the typical driveway crossing.

Mr. O'Toole stated some berming will be in place. In addition, some trees and shrubs will be incorporated into the landscaping. The corner of 8<sup>th</sup> Avenue South and South 30<sup>th</sup> Street would still have the hedge row.

Planning Commissioner Kel Smyth stated there is a great interest in the disc golf course today, but would it be easy to remove down the road if necessary. City Engineer Farrell stated the goal/pole would just need to be removed and would be easy to do.

Chairperson Stephen Buckbee asked if any written communications were received. Mr. O'Toole replied no.

Planning Commissioner Roy Webber asked whether memorial or artistic items could be donated to the park. Mr. O'Toole stated the park in itself would be that.

Chairperson Stephen Buckbee stated this gift was greatly appreciated.

**A motion was made by Planning Commissioner Tom Warstler, seconded by Planning Commissioner Roy Webber, to approve the site plan as presented for a public park/playground to be located on the corner of 8<sup>th</sup> Avenue South and South 30<sup>th</sup> Street which is City-owned property with the condition that the City look at the feasibility and the need for berming or privacy fence. Reason for approval would be that this project is in the Recreation Plan and the Master Plan. Ayes were unanimous.**

**Zoning Ordinance Amendment – Chapter 7. Residence Multi-Family “C” Districts – Section 702.1 Principals Use Permitted By Right**

Mr. O'Toole stated the Planning Commission is being asked to conduct a Public Hearing on a Zoning Ordinance Amendment which, if approved by the City Council, would allow transitional housing which contains self-sufficiency training and human service offices as a principal use permitted by right. A Homeless Task Force was formed and met twice with a unanimous recommendation of the Zoning Ordinance amendment. In the Zoning Ordinance, transitional housing was identified, however, it was neglected to be placed within the Zoning Ordinance. The City currently has facilities within multi-family districts that offer this type of transitional housing facility. Bridgewood was an example with a living facility with offices and training. Three members of the Planning Commission participated on the Homeless Task Force.

No public comments were heard.

**A motion was made by Vice Chairperson Patrick Connor, seconded by Planning Commissioner Kel Smyth, to recommend to the 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. Ayes were unanimous.**

**NEW BUSINESS**

**Discussion – Year in Review – Calendar Year 2012**

The Planning Commission reviewed the activities and accomplishments of the Planning Commission over calendar year 2012 (attached to meeting minutes).

Vice Chairperson Connor will present the 2012 Planning Commission Year End Report to City Council at their regular meeting scheduled for 02/21/13.

**A motion was made by Vice Chairperson Patrick Connor, seconded by Chairperson Stephen Buckbee, to accept the 2012 Planning Commission Year End Report for 2012. Ayes were unanimous.**

**Update – Migratory Bird Enhancement Initiative – Ludington Park and Other City Spaces**

Joe Caplan updated the Planning Commission on the Migratory Bird Enhancement Initiative which increases available habitat for migratory birds in City parks and the state wildlife management area (Portage Marsh) with the planting of native trees, shrubs, and forbes and reducing through removal, non-native invasive species from the existing vegetation.

Mr. Caplan stated the partnership that represents EMBEI involves public and private partnerships and he represents an organization called Common Cost Research and Conservation. They are a non-profit and took on the responsibility of administering this program. The program started with \$3,000 from last year's budget and they have utilized this to attract a major grant from the National Fish and Wildlife Foundation through Great Lakes Restoration Initiative money that was available on a competitive basis last year. A grant was put together in order to do a lot of this work and partnered with the Esky 150 Tree Committee and were awarded

\$50,000 to which they provided \$5,700 in match and a majority of said match is volunteer work. The DTE Energy Foundation donated \$20,000 to the Esky 150 tree project. \$15,000 was cleared as match to attract this \$50,000 grant.

A budget was presented and reviewed (attached to meeting minutes).

Applied for a \$10,000 Plum Creek Foundation to mainly help with irrigation issues. Trees that were planted last year were watered with volunteers as there was a lack of rain. They pumped water with small portable pump from the lake with a fire hose. This money could be used for water points within the park (6 points) at a cost of \$500-700 each. City Engineer Bill Farrell would need to decide on the locations. Plum Creek Foundation accepts grants quarterly and they are hoping to hear by the next quarter if they are awarded.

This Spring they plan on focusing on the Esky 150 large landscape trees.

McGregor's Nursery in Menominee for the last two years donated 180 potted trees and shrubs. Planted 1,500 bare root conifers and approximately 10% survived which was a surplus from the State and is a learning experience for practice to see what techniques work best in dry, sandy soil on the Aronson Island.

**Update – EskyGrow Educational Garden**

Glenn Vandewater updated the Planning Commission on the EskyGrow Educational Garden project located on 1<sup>st</sup> Avenue North near the Farmer's Market. This program was established three years ago and they are going on their fourth year. The purpose of the organic gardens is for community outreach and education to teach people about sustainability. There are over 20 beds and grew over 1,000 pounds of food to give to organizations such as St. Vincent DePaul, Salvation Army and the Alliance. They are trying to facilitate more involvement. The DDA was approached for additional funding and they gave \$1,500 to facilitate and expand the gardens. This program is to get people interested in growing their own food and eat properly. If anyone wanted to contribute time, the help is needed. They hope to publish upcoming events in the Daily Press and have educational workshops.

Mr. O'Toole stated the \$1,500 funds received from the DDA was from the profits of their coke and pepsi machine located at the DDA site.

Mr. Vandewater stated the \$1,500 will go toward seeds, tools and hope to place a small shed there to house the tools. No concerns with vandalism. Raised beds were donated by Lakestate Industries.

### **Meeting Attendance**

Chairperson Stephen Buckbee stated he would like to thank Planning Commissioner Jeremy Peacock for his time on the Commission and would like to ask him to no longer serve on the Planning Commission as he has not been regularly attending the meetings.

Mr. O'Toole would recommend that the City Council remove Planning Commissioner Jeremy Peacock from the Planning Commission due to his numerous absences if he does not resign on his own.

**A motion was made by Chairperson Stephen Buckbee, seconded by Planning Commissioner Tom Warstler, to recommend to the City Council remove Planning Commissioner Jeremy Peacock due to lack of attendance. Ayes were unanimous.**

Mr. Baker works with Mr. Peacock's wife and he will relay the message to her to have Jeremy Peacock resign.

### **Project Updates:**

a. Zoning Board of Appeals Hearings/Decisions

Jim O'Toole said the Board of Appeals did not meet in January 2013.

b. Delta County Planning Commission Update

Vice Chairperson Patrick Connor stated the Delta County Planning Commission did not meet in January 2013.

c. Ordinance and Policy Review/Development

Mr. O'Toole stated there was work on the Zoning Ordinance Amendment that went before the Planning Commission tonight. Revision of the Trailer Ordinance is also being worked on.

d. Zoning/Land Use Permit Update

No report was given.

e. Various

Nothing to report.

**GENERAL PUBLIC COMMENT**

None.

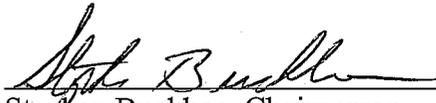
**COMMISSION/STAFF COMMENT AND ANNOUNCEMENTS**

Mr. O'Toole stated Brian Black was appointed to the Planning Commission effective 03/01/13.

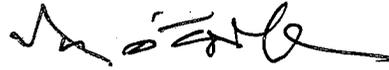
**Adjournment**

A motion was made by Chairperson Stephen Buckbee, seconded by Planning Commissioner Tom Warstler. The meeting adjourned at 7:05 p.m.

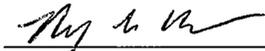
Ayes were unanimous.



Stephen Buckbee, Chairperson  
Escanaba Planning Commission



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



Roy Webber, Secretary  
Escanaba Planning Commission

Planning Commission Meeting  
February 14, 2013

---

---

---

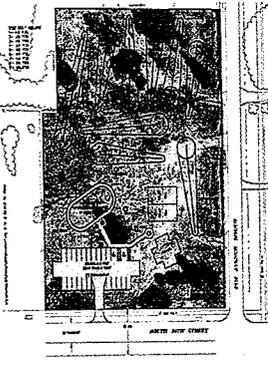
---

---

---

---

---



Since 1994, one of the top priorities in the Recreation Master Plan was to acquire park/open space in the south-west quadrant of the City bounded by South Lincoln Road (east), 5<sup>th</sup> Avenue South (north), mobile home park/14<sup>th</sup> Avenue South (south), and City limits/Sault Housing Complex (west). This area contains the highest density of population in the City with apartment complexes, low income multiple-family and single-family housing, planned unit housing and the Sault Tribe Reservation Housing. In the 2006 City Master Plan, the future land use designation for this property, as adopted by the City Council, was a future recreational use. Lastly, the park has been included in the City Capital Improvement Plan since 1994.

---

---

---

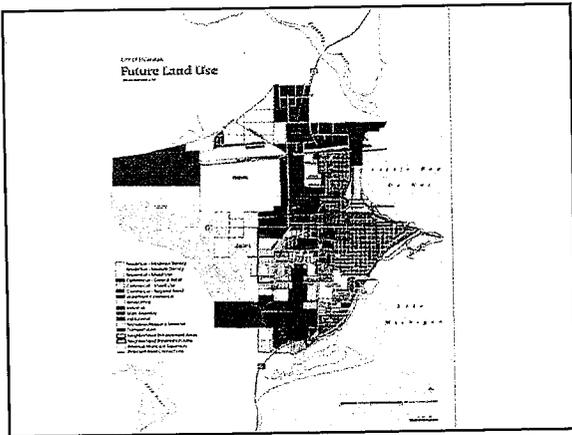
---

---

---

---

---



---

---

---

---

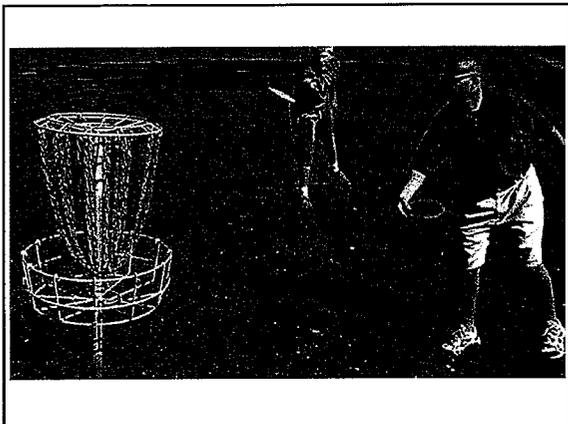
---

---

---

---





---

---

---

---

---

---

---

---

**Why did we choose this site and did we consider the property on 32<sup>nd</sup> and 3<sup>rd</sup> Avenue South?**

The City chose this site because it has been in the Recreation Master Plan since 1996 and in the Community Master Plan since 2006. It has been a high priority to develop a neighborhood park in that southwest quadrant of the City. In 1996 and 1997, a 460' x 300' parcel, one and a half blocks, was purchased in this area for a neighborhood park. In the Recreation Master Plan, the property located between South 30<sup>th</sup> and 32<sup>nd</sup> Street on 3<sup>rd</sup> Avenue South is intended to be a "Pocket Park" which would accommodate a natural setting with walking trails, benches and portable restrooms.

On July 7, 2005, the property located on South 30<sup>th</sup> Street and South 32<sup>nd</sup> Street and 3<sup>rd</sup> Avenue South was rezoned into an "open space" district (Ordinance #1054). This zoning district is very restrictive of the uses that can go into it. The property owners in the area expressed a major concern that the property remain somewhat "primitive."

---

---

---

---

---

---

---

---

**Why have we made the parking lot so big and is it overkill; and how much will it cost?**

The goal of this parking lot was to get as many cars as possible off the street and avenue due to the high volume of traffic in the area. Additionally the parking lot is designed to maximize ADA compliance and access to accessible facilities located within the park footprint. The Zoning Ordinance does not provide minimum parking requirements for parks. The estimated cost for this parking lot is about \$26,000.

---

---

---

---

---

---

---

---

**Have we taken into consideration the level of the detention ditch and what the park will look like from the outside looking in?**

The parking lot is proposed to shed water to the street, South 30<sup>th</sup> Street, where there is existing storm sewer. The rest of the park will remain at approximately the same elevation. Existing vegetation features will be preserved where possible and incorporated into the project layout to include the existing vegetation screening already in place on the corner of 8<sup>th</sup> Avenue South and South 30<sup>th</sup> Street. The major landscaping changes include the parking lot, playground, and pavilion. There is plenty of grass area to take care of drainage. The existing ditch on 8<sup>th</sup> Avenue will not change. Because of the snow, we currently do not have elevation numbers, but as soon as the snow melts will enable us to do that.

---

---

---

---

---

---

---

---

**What about putting in a walking path around the perimeter of the park?**

Our main objective when we started the design of this project was to focus on the park and playground. A perimeter pathway can be costly at this time, especially with what this project already brings to the community. It is something that could be added in the future.

---

---

---

---

---

---

---

---

**What about eliminating the volleyball courts and replacing them with a cement slab for basketball and roller hockey?**

Volleyball is a great family sport and a girl's team sport in all the local high school athletic programs. It provides a fun, good exercise to many ages. It is also not a very expensive and cost effective sport to play or to maintain. We estimated a cost of about \$2,000 for two courts and they would require little maintenance for these sand courts. Other options could be to put in a cement slab for basketball and roller hockey. The cost for the cement slab would be about \$30,000 and then about another \$5,000 for hoops and goals for a total of about \$35,000.

---

---

---

---

---

---

---

---

**Have we asked for a maintenance fund to keep the park maintained on an annual basis?**

No. We have been offered a \$300,000 gift to furnish and install a park that has been in the plan for almost 20 years.

---

---

---

---

---

---

---

---

**Have we estimated how much it will cost and how much time it will take to maintain on a yearly basis?**

To maintain the park it will need to be checked every day for trash and a quick inspection which should not take very long, unless there is a problem. During the grass growing season, it will need to be cut once a week and less often when it is dry or cold. The playground is as maintenance free as possible, utilizing a rubberized base (no wood chips required). The parking lot will not be plowed in the winter.

---

---

---

---

---

---

---

---

**Should we take a little more time and not rush into any bad choices when we want everything to be practical and used?**

This park has been an identified need in the various community plans for almost 20 years. It was addressed in the 1994 Five-year Recreation Plan that a park was needed in that part of town. The gifting of funds for the project which have been tied to the Esky 150 celebration so there is an urgency is to have the project completed by July 2013.

---

---

---

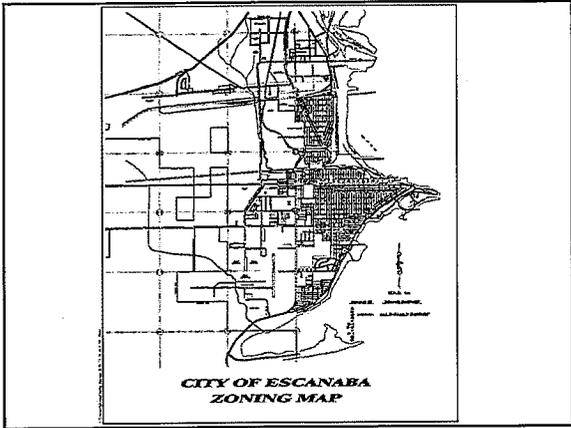
---

---

---

---

---



---

---

---

---

---

---

---

---

MEMORANDUM

February 15, 2013

FROM: Escanaba Planning Commission  
TO: Mayor Leo Evans and the Escanaba City Council  
INFO: James V. O'Toole, City Manager  
SUBJECT: 2012 Planning Commission Year End Report

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 2012 Planning Commission Year-End Report for your review and consideration.

**SITE PLAN REVIEWS/SPECIAL LAND USE PERMITS**

**Site Plan Review/Approval – Bishop Noa located at 2900 3<sup>rd</sup> Avenue South.** The Planning Commission conducted a Public Hearing and approved a Land Use Permit request to allow for a 9,000 square foot addition for a rehabilitation nursing unit and physical therapy suite to their existing facility.

**Site Plan Review/Approval – Miron Enterprises, LLC located at 516 Willow Creek Road.** The Planning Commission conducted a Public Hearing and approved a Land Use Permit request and amendment/modification to the existing Land Use Permit for a Planned Unit Development to allow for construction of a 30-unit assisted living facility and 24-unit memory care unit.

**Site Plan Review/Approval – Delta County Historical Museum Renovation and Addition.** The Planning Commission recommended to City Council the acceptance of a \$1 million donation for the renovation and addition to the museum and the City Council approve the site and use of the building as is consistent with the Master Plan.

**Site Plan Review/Approval – Fleet Maintenance, Inc. located at 1700 20<sup>th</sup> Avenue North.** The Planning Commission conducted a Public Hearing and approved a Land Use Permit to allow construction of a 15,000 square foot truck maintenance and service center.

**Site Plan Review/Approval – Ludington Park 9 Basket Disc Golf Course.** The Planning Commission conducted a Public Hearing and recommended City Council approval at their 10/18/12 regular City Council Meeting.

**Site Plan Review/Approval – Besse Wood Products, Inc. located at 1720 North Lincoln Road.** The Planning Commission conducted a Public Hearing and approved a Land Use Permit request to allow for construction of a new 12,780 +/- square foot saw mill facility to their existing facility.

**Site Plan Review/Approval – Escanaba Green Energy, LLC located at 2000 Power Plant Road.** The Planning Commission conducted a Public Hearing and approved a Land Use Permit for the conversion of a coal-fired power plant to biomass-fired power plant.

### LAND USE PERMITS, FENCES AND SIGNS

In 2012, the following Land Use Permits, Sign Permits and Fence Permits were issued:

**Residential – New Construction:** 4 Land Use Permits were approved for new construction with a declared value of \$675,000.

**Residential – Remodeled Construction:** 37 Land Use Permits were approved for remodeled construction with a declared value of \$297,016.

**Commercial – New Construction:** 9 Land Use Permits were approved for new commercial construction with a declared value of \$25,024,282. (NOTE: Power Plant was declared a value of \$20 million).

**Commercial – Remodeled Construction:** 12 Land Use Permits were approved for remodeled commercial construction with a value of \$2,389,500.

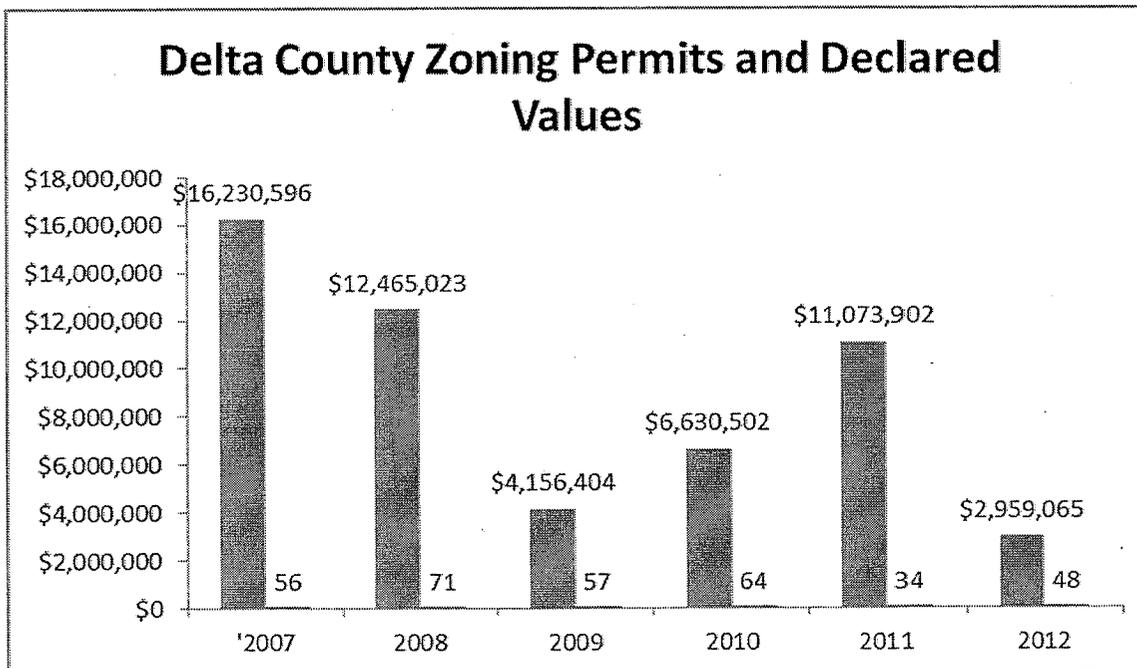
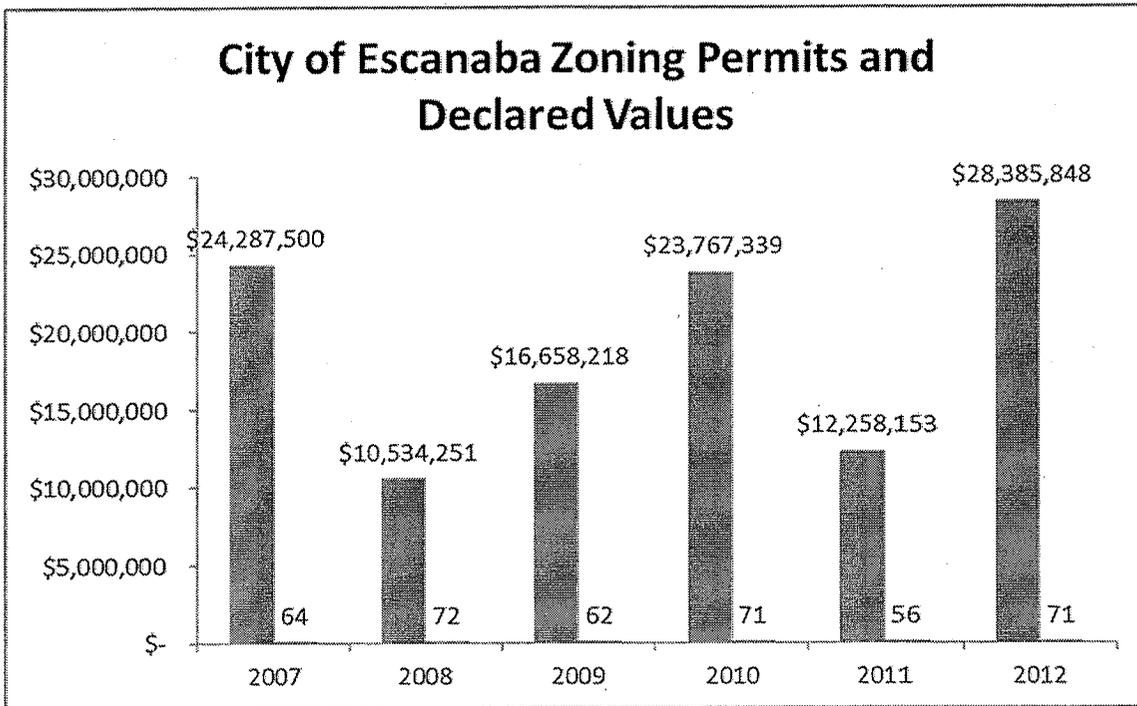
**Change of Use:** 7 Land Use Permits were approved to change the use of the existing building space with a declared construction value of \$50.

**Home Occupations:** 2

**Fence Permits:** 39 fence permits were approved.

**Sign Permits:** 22 sign permits were approved.

**Zoning Ordinance Appeals:** 1 Public Hearing approved for 530 South 17th Street for a variance request to the Zoning Ordinance.



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

## ORDINANCE/POLICY REVIEWS

**Zoning Ordinance Update** – Formed a Committee at the 04/12/12 Planning Commission Meeting.

**Donated Public Art, Monument and Memorial Policy** – Reviewed the draft policy.

**Trailer/RV Storage** – In process of revising said ordinance.

**Mobile Food Vehicles** – In process of reviewing said ordinance.

**Noise** – Reviewed said ordinance.

**Wood Burning Devises** – In process of revising said ordinance.

## CAPITAL IMPROVEMENT PLANNING

**2012-2017 Capital Improvement Plan.** 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 of the community. The Capital Improvement Plan was included in the fiscal year budget 2012-13 and adopted by the City Council in April 2012.

### Eskey 150 Trees and Neighborhoods Planting Parties

As part of the Eskey 150 celebration, 150 trees, shrubs and daffodil gardens will be planted throughout the City of Escanaba in neighborhood parks and recreation areas, at the public schools and in the U.P. State Fairgrounds to celebrate the Escanaba Sesquicentennial in 2013. Funding for this project will be raised through the Eskey 150 Organization and through private donations.

**Status:** Project begun in the Summer of 2012 at the Senior High School and is to be completed by Fall 2013.

### "Our Town" Grant – National Endowment for the Arts

This program is for community projects that "use design and the arts to create livable, sustainable neighborhoods with enhanced quality of life, increased creative activity, district identities, a sense of place, and vibrant local economies that capitalize on existing local assets. If approved, the project would extend over a two year period and be executed in phases. During Phase I, the formation of an Arts & Culture Council will be created.

Phase II will focus on enhancing existing activities that make the City more livable such as the Esky 150 Celebration, the Maritime Festival, the Waterfront Art Fair, and the Marina Fest. Phase III will focus on public art that accentuates the area's maritime characteristics. Funding for this project will be raised through a grant and local contributions and donations.

**Status:** Not successful in obtaining funding.

**Chip Seal South 21st Street from 10th Avenue South to 12th Avenue South**

A petition for chip sealing South 21st Street from 10th Avenue South to 12th Avenue South was filed by the adjoining property owners. The petition was returned on March 14, 2012. After review, 81.8% of the adjoining property owners, by linear frontage, signed the petition. Chip seal is a 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 a liquid asphalt binder. The mixture is then compacted. The benefits of the chip seal are that it will control the dust and not require the City to perform annual grading activities.

**Status:** Completed.

**Downtown National Register of Historic Places (NRHP)**

Financial and technical assistance in having downtown Escanaba enrolled on the NRHP will be provided by the State Historic Preservation Office.

**Status:** Ongoing. Preliminary Draft National Register of Historic Places report was filed with the City December 2012. On January 10, 2013, the Downtown Development Authority was asked to review a request to investigate the feasibility of applying for Certified Local Government Status as an additional tool for advancing historic preservation in the downtown area.

**Sidewalk Repair and Maintenance Program - City Wide**

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

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

**Sheridan Road Improvement Program – 1300 block to 1700 block – Property Acquisition – Continued from 2011-12**

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. Improvements include future off-street parking, standardized signage and street furniture. In 2007, electrical infrastructure was installed. In 2008, streetscape pedestrian lighting, poles and fixtures were recommended in the budget.

**Status:** Ongoing.

**20th Avenue North Substation (Former Compost Site) – Continued from 2011-12**

A new substation will be located at the former City Compost Site on 20th Avenue North. The substation shall include transformers; fencing and other related materials, as well as a 69V interconnection to transmission lines owned and operated by ATC.

**Status:** Ongoing. Awaiting final disposition of the sale of the Power Plant.

**Bonifas Civic Center Restroom/Locker Room Upgrade**

The Restrooms/Locker Rooms at the Catherine Bonifas Civic Center will be upgraded to include all ADA fixtures and equipment. In addition to ADA upgrades, a female locker room will be installed. Funding for this project is in the proposed budget and is slotted to come from a private donation in the amount of approximately \$100,000 and funding from the Catherine Bonifas Trust Fund.

**Status:** Request for Proposals were sent out, bids were received and are being analyzed by the City Administration. Bid award is expected to occur in March 2013.

**Cross Country Ski Trail Upgrades – Year Round Trail**

Upgrades to the trail system on the west side of Escanaba are proposed in the budget. Improving the conditions of the trail where possible by either redirecting the trail to avoid the swamp where possible or by adding to the trail is the objective.

**Status:** Ongoing.

**Migratory Bird Enhancement Initiative – Ludington Park and Other City Spaces**

In 2011, a restoration program concentrating efforts in Ludington Park to include Aronson Island to restore migratory bird habitat by managing and planting desired vegetation was undertaken.

As a continuation of that effort, a National Fish and Wildlife Foundation Grant pre-proposal was submitted which, if funded, will provide funds to the City to increase the available habitat for migratory birds in City parks and the state wildlife management area (Portage Marsh) by planting native trees, shrubs, and forbes, and reducing through removal, non-native invasive species from the existing vegetation.

**Status:** Work has begun. Over 180 trees and shrubs have been planted on Aronson Island and at Veterans Park. A grant from the National Fish & Wildlife Foundation in the amount of \$50,940 has been secured with a local in-kind match of \$57,574. Additionally, a grant application to the Plum Creek Foundation in the amount of \$10,000 has been applied for to pay for an install remote irrigation and secure landscape plant.

**Marina Water Basin Management Plan – Treatment – (Split Between the Current Fiscal Year and the Upcoming Fiscal Year)**

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. In follow-up to the plan, the aquatic treatment of the basin using various aquatic weed removal methods, such as treatment, hand removal and harvesting will take place.

**Status:** Phase I completed. State of Michigan permits for Phase II have been submitted for continual treatment for the upcoming boating season.

**DDA District Curb Repair Program**

Funding is proposed to repair most critical infrastructure repairs in the DDA District which could include curb, brick pavers, sidewalk, and tree related problems-removal/replacement in the downtown district. 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.

**Status:** The curbs located on the 1100 block of Ludington Street were replaced.

**Update Overhead Entrance Sign on Ludington Street & Lincoln Road – Continuation from 2011-12**

Funding is proposed in the budget to update and replace the entrance sign on Ludington Street which extends over the street.

Funding for this project has been broken down into two (2) budget cycles in the Downtown Development Authority budget.

**Status:** Completed.

**Farmer's Market Preservation and Upgrade – Conceptual Design Services**

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 is needed to determine the best physical layout of a year-round use facility.

**Status:** The Downtown Development Authority has retained an architect to begin design work and site plan preparation. An alternative plan to look at an existing building is being studied to determine if a historical restoration project is feasible and if the property can be acquired.

**Downtown District – Corner Street Sign Replacement**

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. This is Phase 1 of 5.

**Status:** The DDA is currently working with a local vendor on sign design. A preliminary review of sign samples was conducted at the February 3, 2013 regularly schedule DDA meeting. Phase I is expected to be completed by July 1, 2013.

**Property Acquisition, Purchase and Demolition Program**

Funding for property acquisition, clearance/demolition and blight elimination with the intent to reuse, rebuild, repurpose or preserve future uses of the property within the downtown district is being proposed in the Downtown Development Authority budget.

**Status:** The DDA as part of the Farmer's Market/Incubator Concept may use this funding to acquire property if needed.

**Commercial Weatherization Optimization Program – Program Development – Energy Audits**

A program will be developed 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.

**Status:** The DDA Administration is in the process of creating a program which will include blower door and digital duct pressure diagnostics, carbon monoxide detection, heating system combustion analysis, duct sealing techniques, water heater diagnostics and insulation and thermal envelop work for commercial buildings within the district.

**Downtown Building Façade Improvement Program**

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 the improved visual quality of existing commercial properties.

**Status:** The following downtown building facades were completed under the program:

1. 919 Ludington Street – Wishful Thinking
2. 1000 Ludington Street – Morrison Shop
3. 1104 Ludington Street – T&T Hardware Store
4. 1115 Ludington Street – Supply Sergeant
5. 1210 Ludington Street – Northern Screen Printing
6. 1212 Ludington Street – Record Rack
7. 1223 Ludington Street – Cat-Man-Do's

Approximately \$253,088 was invested by the DDA and Property Owners to make façade building improvements.

**Downtown District Fix It /Paint It Grant Program**

The program is designed to help non-residential property owners within the Downtown Development Authority District improve their building's exterior appearance. The program will provide grants to property owners that want to complete minor exterior beautification projects such as exterior painting, replacing awning covers, replacing dilapidated fencing, exterior architectural designing and such.

**Status:** The following property owners took advantage of funding to make minor improvements to their downtown buildings:

1. 1300 Ludington Street – Positively
2. 1001 Ludington Street – Northern Screen Printing

Approximately \$4,500 was invested by the DDA and Property Owners to make minor building improvements.

**Downtown District Business Development – Business Incubator**

Development of a business incubator that offers adaptable space and support services so as to allow a new business entrepreneur the opportunity to allocate resources and time to the development of a product and become established in the market will be undertaken by the Downtown Development Authority. Funding for this project is proposed in the Downtown Development Authority budget in the amount of \$5,000.

**Status:** The DDA intends to incorporate this activity in with the year around Farmer’s Market concept.

**Resurfacing and Curb Repair Citywide – Major Streets and Local Streets**

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, 2012. Major Street Fund: \$225,000. Local Street Fund: \$112,500.

**Status:** The following streets have been or will be resurfaced:

1. 4<sup>th</sup> Avenue South and South 17<sup>th</sup> Street intersection – Complete
2. 6<sup>th</sup> Avenue South from South 12<sup>th</sup> Street to South 15<sup>th</sup> Street – Complete
3. South 18<sup>th</sup> Street from 3<sup>rd</sup> Avenue South to 4<sup>th</sup> Avenue South – Complete
4. 15<sup>th</sup> Avenue North and North 16<sup>th</sup> Street intersection – Spring
5. Lake Shore Drive from 9<sup>th</sup> Avenue South to 18<sup>th</sup> Avenue South will be completed as an MDOT project to be bid out in March 2013.

**DEVELOPMENT PLANS/PROJECTS**

**DDA and Tax Increment Financing Plan.** Motion to approve the recommendation to the City Council to adopt the DDA Plan and the Tax Increment Financing Plan at the 03/15/12 regular City Council Meeting.

**5-Year Recreation Master Plan – Recreation Department.** Discussed the plan and it did go before City Council on 02/16/12.

**South 21<sup>st</sup> Street between 10<sup>th</sup> Avenue South and 12<sup>th</sup> Avenue South – 24’ Wide Chip Seal Paving Project.** Discussed project and it went before the City Council for approval on 05/17/12.

**Use of Public Space – City Hall/Library Complex for a Life-Size Sculpture Donation.** Motion to approve the recommendation to the City Council to approve the life-sized sculpture to be donated at the City Hall/Library Complex at their 05/17/12 regular City Council Meeting.

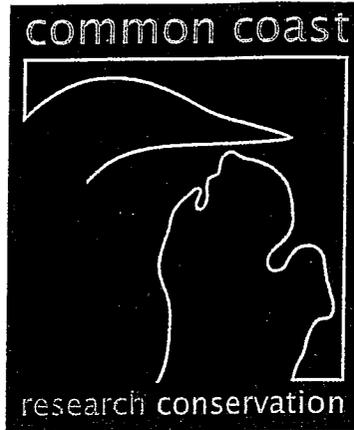
**Street Resurfacing Priorities 2012-2013 Citywide.** Conducted a Public Hearing on the Street Resurfacing Priorities for 2012-2013 Citywide.

**Historic District Committee Report – 600 Block of Ludington Street.** Presentation was given to the Planning Commission.

In closing, the Planning Commission is pleased with the progress in Escanaba in 2012 and we stand ready, willing, and able to assist the City Council in moving the community forward in 2013.

On behalf of the Escanaba Planning Commission,

Stephen Buckbee, Chairman  
Escanaba Planning Commission



**Escanaba Migratory Bird Enhancement Initiative Budget 2013-2014**

**National Fish & Wildlife Foundation – Save Our Great Lakes Grant**

EMBEI Coordination/Administration (Common Coast)	\$ 8,000
Baseline Surveys and Monitoring (Common Coast & contract)	\$8990
Invasive species control (contract)	\$7,200
GIS Mapping (City of Escanaba)	\$2,000
Landscape material & supplies	\$3,515
Native trees and shrubs	\$20,600
Travel	\$510
Permits	\$125
<b>Total</b>	<b>\$50,940</b>

<b>In-kind match</b>	<b>\$57,574</b>
DTE – Energy/Esky 150 Trees	\$20,000
City of Escanaba	\$6188
Wildlife Unlimited (interpretive sign, Purple Martin boxes)	\$9188
MDNR	\$3900
Wild Ones	\$500
Bay College (Greenhouse)	\$760
Wild Turkey Federation	\$50
Mr. McGregor’s Nursery	\$5456
Northern Machine and Repair (custom hardware for martin houses)	\$180

**Additional funding pending:**

Michigan Audubon - \$1000 for general support

Plum Creek Foundation - \$10,000; \$7,000 for remote irrigation, \$3000 for landscape plants.