

AGENDA

HAYES TOWNSHIP, CHARLEVOIX COUNTY
PLANNING COMMISSION

September 17, 2024 7:00 pm

Hayes Township Hall

9195 Major Douglas Sloan Road

Charlevoix, Michigan 49720

ZOOM

<https://us02web.zoom.us/j/83601481092?pwd=bTRvd01yc2NtSHY5MXkrZDUx>

[VDMrZz09](#)

Meeting ID: 836 0148 1092

Passcode: 068828

+1 312 626 6799 US (Chicago)

1. Call To Order
2. Pledge of Allegiance
3. Review and Approval of Agenda
4. Declaration of Conflict of Interest, if any
5. Review and Approval of Draft Minutes- August 20, 2024
6. Public Comment
7. Report of Township Board Representative to the Planning Commission
8. Report of Zoning Board of Appeals Representative to the Planning Commission
9. Zoning Administrator Report
10. New Business
 - Shoreland Landscaping Plan review 08740 Boyne City Road
 - Review of Master Plan
11. Old Business
12. Set/Confirm Public Hearing Dates
13. Set/Confirm Date of Next Regular PC Meeting- October 15, 2024
14. Pubic Comment
15. Planning Commission and Staff Comment
16. Adjournment

Public Comment at Meetings of the Hayes Township Planning Commission

The Hayes Township Planning Commission values public input and offers an opportunity for the public to comment at its meetings. This affords the Planning Commission the opportunity to hear your views and remarks. If you speak, you should not expect to engage the Planning Commission members or any staff in discussion or debate.

Planning Commission Members will not respond to comments made during the Public Comment unless it becomes necessary to ask a clarifying question, correct a factual error, or to provide specific factual information.

Questions about Township matters are best directed to individual Board members or Township staff (Planner, Zoning Administrator, or Assessor) between meetings. Contact information is available on the township website at: hayestownshipmi.gov.

The availability of public comment is recognized by the Michigan Open Meetings Act. The Act provides that rules may be adopted for orderly comment from the public. To that end, the following rules have been established by the Planning Commission:

1. A person who wishes to speak during Public Comment will sign in and signify that they would like to speak on the form.
2. The person will begin by stating their name, spelling it out if requested.
3. The person addresses the Chairperson, or other person chairing the meeting, on behalf of the entire Planning Commission. Public comment is NOT to be addressed to individual Planning Commission members, to any township staff present, or to other members of the audience.
4. For the first Public Comment period, there is a three (3) minute time allotment for each speaker. The time limit may be extended by the Chairperson or majority of the Planning Commission members present. If a speaker uses less than three (3) minutes, they may not use the remaining time at that Public Comment. A speaker may speak only once at Public Comment. There is no provision for another audience member to 'donate' their three (3) minutes to another speaker. For the second Public Comment session speakers are limited to two (2) minute each.
5. A speaker will be out of order if the speaker disrupts the meeting, fails to be germane, speaks longer than the allotted time, uses vulgarities or makes a personal attack on a Planning Commission member or Township employee that is unrelated to the performance of that person's duties.
6. If a speaker is called out of order, that speaker will not be able to speak again at the same meeting except by special leave of the Planning Commission. If the speaker continues to disrupt the meeting or is disorderly, law enforcement will be called to remove the speaker.
7. The Chairperson, or other person chairing the meeting, will have the discretion to permit members to speak at times other than the times reserved for Public Comment.



Zoning Administrator Report

September 2024

Zoning Administrator work in progress report for the month of August includes the following:

- Updated zoning permit for a 25'x60' addition to an accessory building at 09025 Upper Bay Shore RD.
- Issued zoning permit for a 40'x60' Accessory Building at 11519 Stonebridge DR..
- Issued zoning permit for a 20'x40' Lean to addition on both sides of an existing pole barn at 9472 Maple Grove Road.
- Issued zoning permit for a New single family dwelling unit 42'x30' in condition the existing principle structure is removed at 10504 Burgess Road.
- Conducted several Inspections for Compliance.
- Received and reviewing zoning permit application for a 72"x60" Free Standing Sign on US 31.
- Resolving a non-compliance complaint with landowner at 10283 Maple Grove Road.
- Resolving with assistance from Tip of the Mitt a non-compliant parcel on Susan Lake.
- Resolving a non-compliance nuisance complaint with landowner on Hyeck Road, submitted a Special Use Permit Application, landowner withdrew application, is working to resolve complaint violation.
- Resolved violation on Seneca Ave
- Continuing to received updates towards compliance from landowner regarding non-compliance notice letter sent to 6099 Charlevoix Street.
- Received Shoreline Subcommittee Review and working with Tip of the Mitt for zoning permit application for a 30x30 Garage on Shrigley Road.
- Process received from land owner on Susan Shore Drive for violation of Nuisance Ordinance.

CALL TO ORDER: Chairperson Roy Griffiths called the meeting to order at 7:00 p.m.
Members present: CT Martin, Matt Cunningham, Roy Griffiths (Chair), Marilyn Morehead,
Carey Cuddeback, Mark Snyder, and Rex Greenslade
Also, present: April Hilton (Deputy Clerk/Recording Secretary), Ron VanZee (Zoning
Administrator)
Audience: Sherry Baker-McCary, Bill Conklin, Carol Umlor, Jim McMahon, Tim Boyko, and
Melvin Czechowski.

REVIEW AGENDA:

Ms. Morehead made a motion, supported by Mr. Cunningham, to approve the agenda as
presented.

Yeas: Matt Cunningham, Roy Griffiths, CT Martin, Carey Cuddeback, Rex Greenslade, Mark
Snyder, and Marilyn Morehead.

Nays: none **Motion Carries**

DECLARATIONS OF CONFLICTS OF INTERESTS: None

APPROVAL OF MINUTES JULY 16TH, 2024 REGULAR MEETING

Mr. Greenslade made a motion, supported by Ms. Morehead, to approve the July 16th, 2024,
regular meeting minutes as corrected.

Yeas: Matt Cunningham, Roy Griffiths, CT Martin, Carey Cuddeback Rex Greenslade, Mark
Snyder, and Marilyn Morehead.

Nays: none **Motion Carries**

APPROVAL OF MINUTES AUGUST 8TH 2024 SPECIAL MEETING

Mr. Martin made a motion, supported by Ms. Morehead , to approve the August 8th 2024,
special meeting minutes as corrected.

Yeas: Matt Cunningham, Roy Griffiths, CT Martin, Carey Cuddeback Mark Snyder, Rex
Greenslade, and Marilyn Morehead.

Nays: none **Motion Carries**

PUBLIC COMMENTS: Public comments opened at 7:03pm.

Comments included:

- Stated about two years ago the advisory group was created, and as he recalled had the
purpose to look at zoning and future land use map from a residents perspective. He
believes he remembers there being a high number in attendance by the public giving

36 suggestions. Stated he would like the Planning Commission will listen to these
37 suggestions in their discussion.

- 38 - Stated they wanted to bring the discussion he believes happened at the end of 2022
39 regarding the future use proposed for the Reith Riley gravel pit in the master plan.
- 40 - Stated they want to stress the public comments are important at these meetings and
41 believe people in the community are upset due to the election results.
- 42 - Stated they support the previous comments regarding the Advisory Committee. Stated
43 they do not see the Planning Commission requesting public comments. Would like to
44 see the Advisory Committee notes in the website.
- 45 - Roy Griffiths stated the survey that was sent out is attached to the Master plan and a
46 public hearing was held at the time as well.

47 Public comments closed at 7:14pm

48 **REPORT OF TOWNSHIP BOARD REPRESENTATIVE TO THE PLANNING COMMISSION:**

49 Next meeting September 9th, 2024, at 7:00pm.

50 **REPORT OF ZONING BOARD OF APPEALS REPRESENTATIVE:**

51 N/A

52 **ZONING ADMINISTRATOR REPORT:**

53 Written report available at Hayes Township Hall.

54 **Old Business:**

55 **New Business:**

56 **REVIEW OF MASTER PLAN:**

57 Mark Snyder was tasked with Socioeconomic Characteristics section, in doing some preliminary
58 research recently he found 50% of the parcels in Hayes Township have Principle structure
59 exemption. He found 70% of parcels our non-homesteaded parcels in Hayes Township. Found a
60 substantial increase in home values from 2013 to 2023. Would like to consider the external
61 pressure and the impact it will have on the township for people looking to purchase property in
62 Hayes Township because it is becoming a desirable place to live. In 2013 an average amount of
63 days for a house to be listed on the market was 188 days, in 2023 the average was 87 days. Will
64 continue more research on this category. Stated he would like to see the Master Plan
65 implementing a plan for the future growth of Hayes Township. Not sure how or if its necessary
66 to stop or prevent the housing market force in Hayes Township. Planning Commission does not
67 want to see the Courts overturn the enforcement of local government.

68 Matt Cunningham researched the Transportation Section, There has not been many changes in
69 the Township regarding transportation, other than the Bike trail from Boyne City to Charlevoix,
70 potentially should discuss a trail head for the county has stated the trail head engineering will
71 be a Hayes Township responsibility. Will continue research with contacting MDOT.

Carey Cuddeback and Rex Greenslade was tasked with researching the Existing Land Use section, the county is in the process of printing the Township’s new current zoning maps. Received data from the Equalization department at the county showing the existing land uses. Reviewed the minutes from the Advisory Committee and found all the discussion was on the Future Land use not the Existing Land uses. Will continue working with Equalization and the data to implement this information into a user friendly format by using the Parcel number to pull up the parcels zoning and tax information.

Roy Griffiths is working on the introduction section, there is an abundance of historical content, which he is weeding through to determine what is necessary to keep. However, stated it is important during research to remember the fact the difference between year round residence needs are different from what vacation home owners need.

CT Martin conducted research on the Natural Research Section, Natural Resource have not changed very much, However finds the information in this section very vague. Would like to add language regarding erosion and runoff for streams. Stated there is potential for ground water contamination throughout the township and will work on implementing a map into the Master Plan.

Marilyn Morehead research the Parks, Recreation and Community Facilities section, What she found was in addition to the Parks and Rec Master plan update, the majority of this section is descriptive. She believes a majority of the draw to this area for people is the outdoor recreation opportunities and would like to organize this Master Plan section by activity. Will also expend the description of what extremities are found at each Park. Believes these updates will make this section user friendly and highlight each Parks best asset. Will consider the proposed change of demographic in Hayes Township for the future improvement recommendations for the Parks, Recreation and Community Facilities section.

Roy Griffiths stated the next step in the process would be to conduct a survey for public input. Proposed Carey Cuddeback create an advisory group to create a survey and a distribution process. Also, suggested to reach out to a professional consulting group for recommendations to conducting a successful survey. Will need to determine, who is the targeted demographic for the survey and a survey process that is manageable and affordable. Will research previous surveys to determine what may or may not be relevant on a survey. Each member will use the time before next meeting to create ideas and suggestion for the survey and distribution process for the survey. Each member will also continue research on each of the Master Plan sections they were assigned.

SET/CONFIRM PUBLIC HEARING DATES: None

SET/CONFIRM DATE OF NEXT PC MEETING –SEPTEMBER 17th, 2024.

108 Next Planning Commission regular meeting will take place on September 17th, 2024, at 7:00 pm.
109

110 **PUBLIC COMMENT:**

111 Public Comment Opened at 8:28pm

112 Comments Included:

113 - Stated in their experience in Traverse City if there is influence is someones pocket book,
114 is it best for Hayes Township. Believes the majority of Hayes Township Property Owners
115 would prefer Hayes Township to stay Rural.

116 - Stated they support the previous comment. Predict the survey will come back very
117 similar to the previous survey.

118 - Stated they were disappointed the previous survey was consider public input. Would
119 like to see more public comment influence. Would like to see the Planning Commission
120 consult a professional planner. Would like to know each Panning Commission members
121 training history.

122 - Stated the miller National Pipe line should be mentioned. Suggested the Boat launch be
123 added to transportation. Hobby Farms may be a desire for Agricultural lots.

124 Public Comment Closed at 8:40 pm

125 **PLANNING COMMISSION COMMENT:**

126 Mr. Snyder stated the emotions of people will need to be managed, because as time goes on
127 people moving to the area may change the needs and wants within the Township. Managing
128 Emotion, prospective and priorities is important when thinking into the future of the township.
129 With having a family history and family investment it is important to him when speaking of the
130 future for the Township.

131 Mr. Martin stated he is looking forward to reviewing the suggestion from the advisory
132 committee.

133 Ms. Morehead stated she supports Mr. Martins statement. She believes it is important to keep
134 larger parcels. Also, wanted to state that the member are only starting to discuss updated and
135 changes nothing has been finalized so please be respectful through the process.

136 Mr. Greenslade stated there has been several false statements and claims regarding what has
137 been finalized by the Panning Commission when in fact they only been discussing topics. Would
138 like to make it clear the Planning Commission is not ignoring the Advisory Committee or public
139 comments and is disappointed in the false accusations.

140 Mr. Griffiths stated this process is recommended by the State of Michigan. It is not the Planning
141 Commissions fault the public did not attended the previous public hearing held for the last
142 Master Plan update. The Planning Commission can not stop the increase of desire of tourism in
143 the area and the forces of economic sand will continue to impact us.

Hayes Township Planning Commission
August 20th, 2024
Regular Meeting
Hayes Township Hall
9195 Major Douglas Sloan Rd.
Charlevoix, MI 49720

ADJOURNMENT: Ms. Morehead made a motion, supported by Ms. Cuddeback, to adjourn the meeting at 8:51pm.

Years: Roy Griffiths, Rex Greenslade, CT Martin, Carey Cuddeback, Marilyn Morehead, Mark Snyder, and Matt Cunningham.

Nays: none

Respectfully Submitted by:
April Hilton
Deputy Clerk/Recording Secretary

08/23/24

Shoreland subcommittee Site visit report, Marilyn Morehead, Roy Griffiths, April Hilton, Ron VanZee

08740 Boyne City Rd, Charlevoix, MI 49720

This rather extensive project involving a shoreline restoration approved by EGLE and USACE includes removing an existing structure that is in the setback area, the construction of an earth sheltered boat storage building with a patio and deck, and comprehensive shoreland protection strip planting. Current vegetation is a weedy grass that is disturbed by the equipment being used in the shoreline restoration. The property slopes very gently from the road to a bluff that occurs some 100 feet from the OHWM. There is an existing access drive which will be relocated to the upland side of the new building.

The proposed shoreland protection strip features plantings of some 20 evergreen trees, shrubs and bushy plants backed up by a large area of native wildflowers and prairie grasses. Existing trees around the property will remain. Additional plantings of native wildflowers shrubs and trees will surround the new structure on the water side and provide an extra level of protection in the area at or about the 100-foot setback. The structure calls for one deck not to exceed 200 square feet attached to the new structure at the setback area.

Other existing dockage will remain with the area around included in the shoreland protection strip. A comprehensive plan with plantings identified accompany this report. This plan provides a significant improvement in the waterfront protection as desired in the ordinance and should result in significant shoreland protection.



zoning hayestownshipmi <zoninghayestownshipmi@gmail.com>

08740 Boyne City Road

2 messages

zoning hayestownshipmi <zoninghayestownshipmi@gmail.com>
To: Noah Jansen <noah@watershedcouncil.org>

Wed, Sep 4, 2024 at 11:25 AM

Hello,
Attached is the site plan and pictures with the Shoreline Subcommittee report for parcel number 15-007-003-019-60 located on Lake Charlevoix. Please respond to this email with your recommendations.

Thank you!

2 attachments

 VanElslander Shoreline Plan (1).pdf
3310K

 20240904115549517.pdf
10124K

Noah Jansen <Noah@watershedcouncil.org>
To: zoning hayestownshipmi <zoninghayestownshipmi@gmail.com>

Wed, Sep 11, 2024 at 9:49 AM

I think the plan for the shoreland protection strip looks good overall! . My only request is that they swap out Russian sage for a native species, such as soapberry (*Shepherdia canadensis*), New Jersey tea (*Ceanothus americanus*), leadplant (*Amorpha canescens*), beebalm (*Monarda fistulosa*), native yarrow (*Achillea millefolium*), horse mint (*Monarda punctata*), or common spiderwort (*Tradescantia ohiensis*).

They should also know that sometimes the grasses don't establish themselves very well, especially if it is a dry summer, so be prepared to reseed the native prairie mix if necessary.



Noah Jansen

Restoration Manager

Tip of the Mitt Watershed Council

(231) 347-1181 x 1102

www.watershedcouncil.org



[Quoted text hidden]





8/23/24, 10:22 AM

IMG_6720.jpg



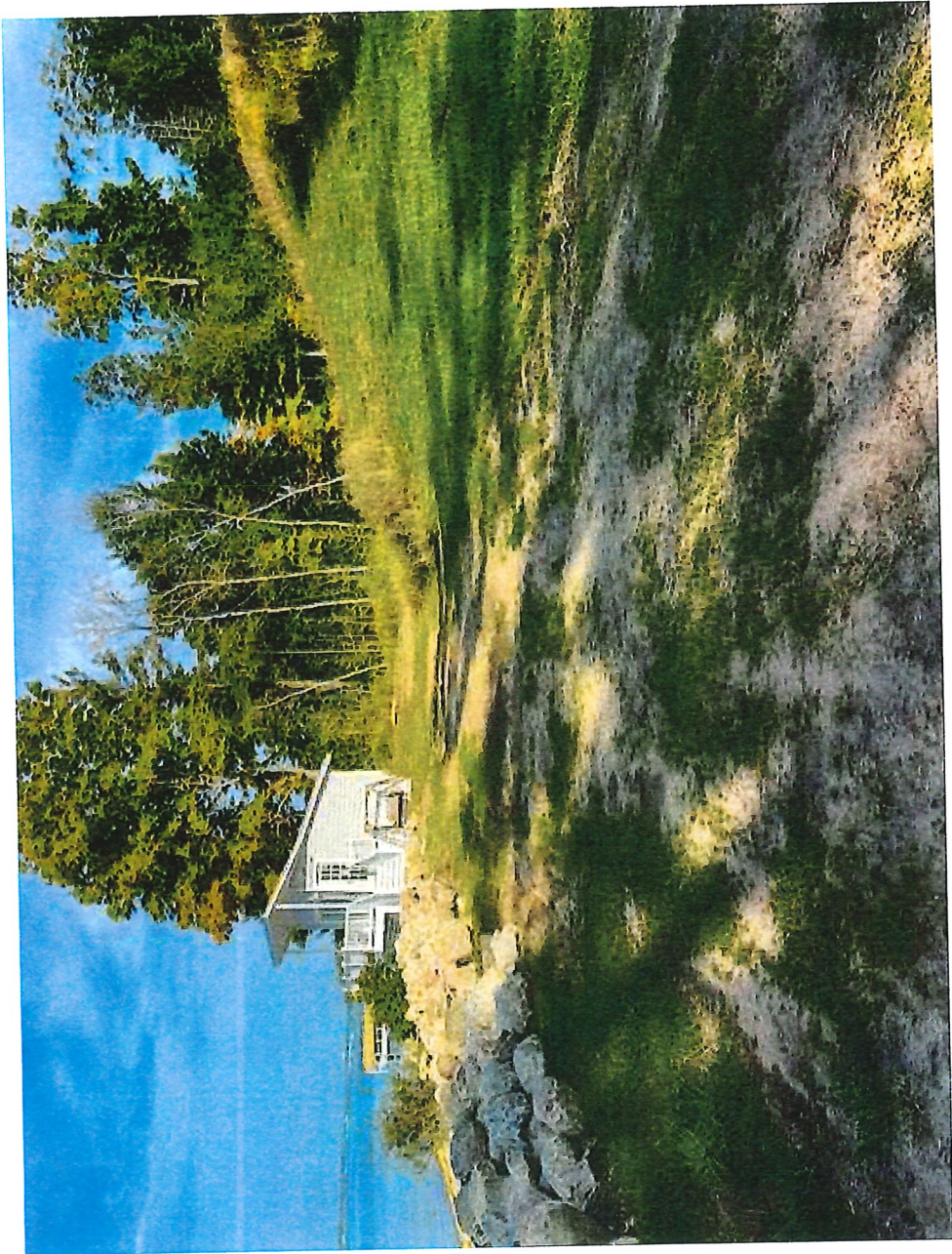




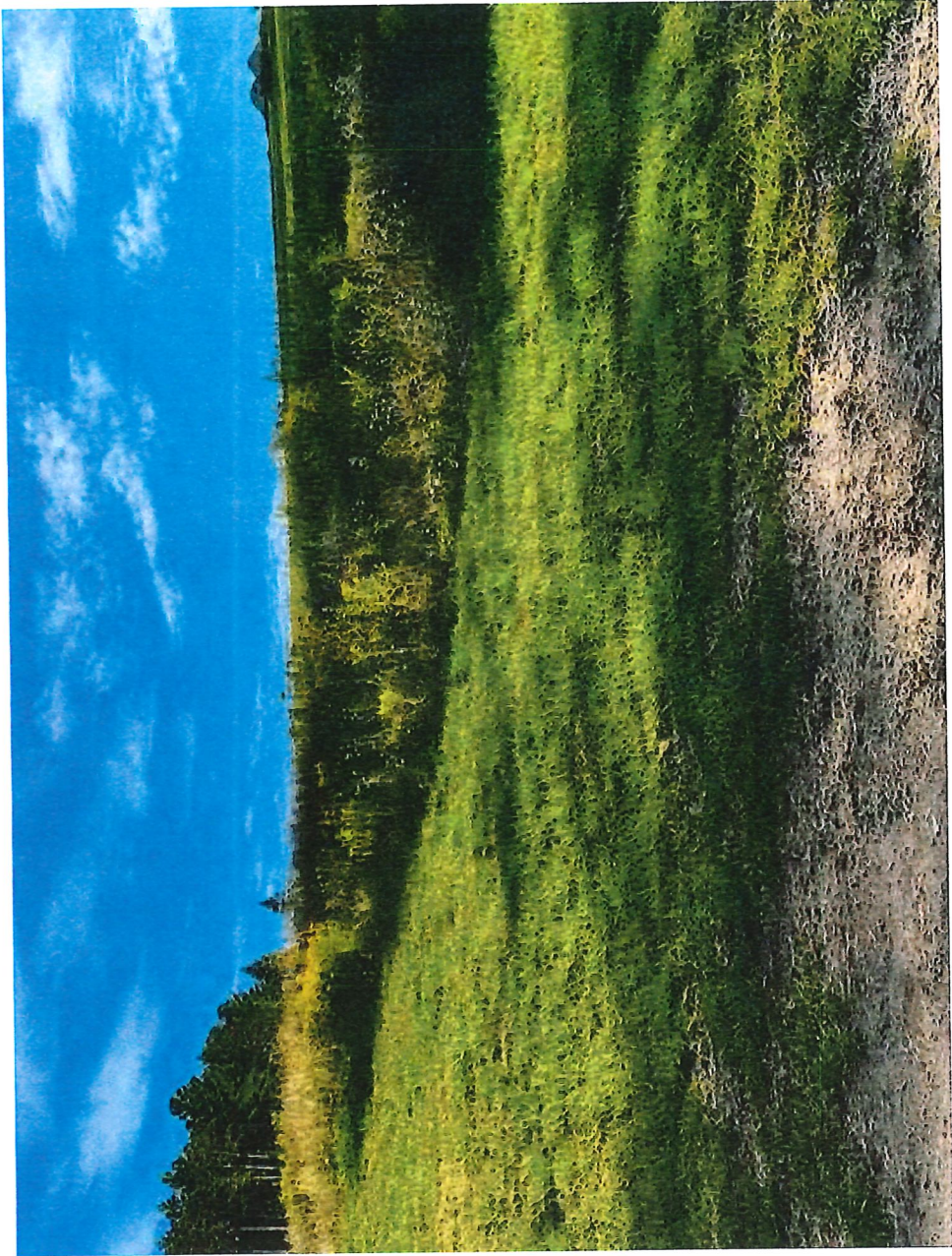


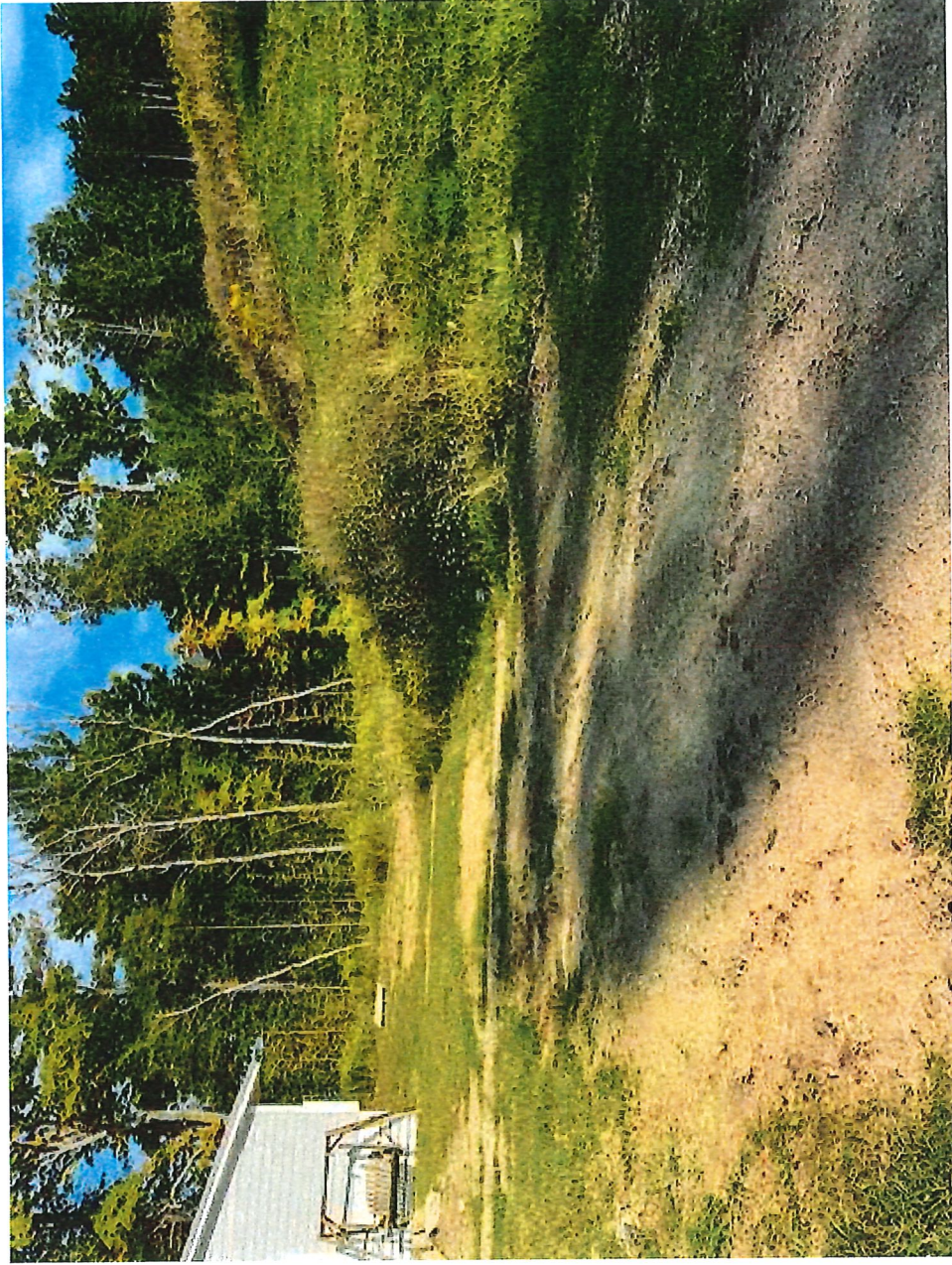


















HEALTH
DEPARTMENT
of Northwest Michigan

REVISED PERMIT

Health Department of Northwest Michigan Charlevoix
220 West Garfield
Charlevoix, MI 49720
(231) 547-6523

Permit Issued To:
David VanElslander
4561 Lake Shore Rd
Lexington, MI 48450

Mail Permit To:
Glenwood Custom Builders - Chess Ingram
226 E Mitchell St
Petoskey, MI 49770

Permitted Location:	
Address:	08740 Boyne City Rd
County:	Charlevoix
Township:	Hayes
Subdivision:	Lot:
Tax ID #:	15-007-003-019-60
Permit Number:	C24-114
Permit Type:	Septic and Well Permit
Permit Issued For:	Conventional System
Replacement or Repair:	No
Residential/Non-Residential:	Residential

Design Criteria	
Number of Bedrooms:	6
Gallons Per Day:	750
Soil Classification:	LS (Loamy Sand)
Seasonal High Water Table:	>98 inches

System Design Specifications					
Gallons					
Septic Tank 1500 (HOUSE) Proposed changes to permit must be approved prior to installation.					
Pump Chamber 1500 (STUDIO) Call our office at the number listed above if you have any questions regarding this permit.					
Design Type	Absorption Area	Size of Pipe	Number of Trenches	Length of Trenches	Width of Trenches
Trench	1023 Sq. Ft.	4"	5	65 Feet	3 Feet
					Max. Depth of Trench Bottom
					24"
					Pipe Spacing
					7.5 Feet

Permit Requirements/Conditions:

SEWAGE PERMIT CONDITIONS

1. Isolate all portions of the system a minimum of 50' from all water well(s).
2. All riser lids must be manufactured to weigh a minimum of 59# to prevent unauthorized access to septic tanks and pump chambers.
3. Contractor responsible for maintaining 10' from all property lines with any portion of the wastewater system.
4. Replacement drainfield area is identified directly NORTH of initial drainfield location. Drainfield replacement area should remain in a natural, undisturbed state, free of buildings, driveways, trees, etc.
5. Provide level area for drainfield by cutting and grading as needed
6. Wastewater system must remain uncovered for final inspection and approval.
7. See attached design specifications for pump chamber installation.
8. Pump and alarm must be on separate circuits.
9. Tracer wire shall be required for all forcemain installations greater than 300' from where sewage originates or where the drainfield is located on a separate property.
10. REVISED PERMIT - 8/15/2024
11. Install trenches parallel to the slope, using step trenches and a distribution box if necessary.
12. Permit for 5 BD home + 1 BD studio/earth shelter - sized at 165 SQ/FT per BD.
13. ST for studio/earth shelter to be 1500 gallon dual chamber ST - 1000 gallon ST + 500 gallon PC.
14. Submit architectural floor plans for each dwelling prior to DF/ST/PC installation.

ALL WELL PERMIT CONDITIONS

1. Owner responsible to obtain a safe bacteriological water sample prior to use. Sample bottles available at health department offices.
2. Well driller is required to submit a well record to the owner and the health department within 60 days of well completion.
3. Isolate the new well a minimum of 50' from any potential sources of contamination, including all portions of the septic system.
4. If an artesian flow is encountered the flow shall be contained within the permanent well casing as required. No flow shall

CHARLEVOIX COUNTY

Department of Building Safety
13513 Division St
Charlevoix, MI 49720
Phone: (231) 547-7236
Fax: (231) 547-7250

Soil Erosion

PERMIT

PERMIT: PS2024-0082

Issued: 08/15/2024
Expires: 09/14/2026

APPLICANT

ELSLANDER DAVID VAN
4561 LAKESHORE RD
LEXINGTON MI 48450
Phone:
Fax:

OWNER

ELSLANDER DAVID VAN
4561 LAKESHORE RD
LEXINGTON MI 48450
Phone:
Fax:

JOB LOCATION: 8740 BOYNE CITY RD

CITY/TWP: HAYES

PROPERTY #: 15-007-003-019-60

Under the provision of Part 91, Soil Erosion & Sedimentation Control, Act 451 of the Public Acts of 1994, and the Charlevoix County Stormwater Ordinance, authority is hereby granted for:

Work Description: SHORELINE RESTORATION & LAKE FRONT STORGE BUILDING

Project Priority: Soil Erosion

Responsible Party: ELSLANDER DAVID VAN

PERMIT CONDITIONS

- 1) The Permitted activity shall be completed in accordance with the approved plans and specifications, and the attached general and specific conditions.
- 2) This permit does not waive the necessity for obtaining all other federal, state or local permits.
- 3) Permittee shall notify the permitting agency within one week after completing the permitted activity or one week prior to the permit expiration date, whichever comes first.

REMARKS:

CEA Signature
Russell Smith

Permit Item	Work Type	Fee Basis	Item Total
Administration Fee	Standard Item	1.00	55.00
Res - SF Dwelling up to 1 Acre	Standard Item	1.00	75.00
Res - Work Started Before Permit Issued	Standard Item	1.00	150.00

THIS PERMIT WILL NOT TAKE THE PLACE OF ANY PERMIT THAT MAY BE REQUIRED BY THE DEQ OR ARMY CORP. OF ENGINEERS. ISSUANCE OF THIS PERMIT WILL AUTHORIZE ACCESS FOR ONSITE INSPECTIONS BY THIS DEPARTMENT DURING REASONABLE HOURS.

Fee Total: \$280.00
Amount Paid: \$280.00
Balance Due: \$0.00

POST THIS CARD SO IT IS VISIBLE FROM THE STREET.



Hayes Township Zoning Permit Application
9195 Major Douglas Sloan Rd.
Charlevoix, MI 49720
(231)547-6961

Zone District: _____ Permit Number: _____ Office Use Only Fee: \$240 Date: 8-19-24

GENERAL INFORMATION

Property Owner Name(s) DAVID VANDELANDER

Mailing Address 4561 LAKE SHORE RD.

Telephone 586-206-0804 Cell: _____ EMAIL: dvan1963@icloud.com

PROPERTY INFORMATION

Property Tax ID Number(s) 15-007-003 - 019 - 60

Property Address 08740 Bayne City Rd.

PROPOSED USE OF PROPERTY

Type of Improvement(s) (describe) NEW LAKE ~~SHORE~~ SUNSET bunker
STRUCTURE & LAKE SHORE RENOVATION

New Construction X Reconstruction _____ Addition _____ Sign _____

Dimensions of Proposed Structure 25 x 40 HEIGHT 9'

Contractor NORTMAN Ground LLC Other _____
Contractor Contact Information DAVID GLOSSI
Construction Cost \$ EST- \$400,000 931-373-2807

PERMITS & REQUIRED DOCUMENTS (For Office Use Only)

Health Department _____ Soil Erosion _____ Road Commission _____
Site Plan Required. _____ Survey Required _____ Corps of Engineers_ D.N.R._ EGLE _____
Shoreland Protection Plan _____ Fire Chief Inquiry _____

Proposed Property Line Setback for Building

Side 15' Front 25' Rear 25'

Owners Signature(s) David VanElander

Owners Name (Printed) DAVID VANDELANDER

Zoning Administrator Signature _____ Date _____



No.	Description	Date
01	Concept Master Plan	8/7/2024
02	Revised per Hayes Tap	8/22/2024
03	Revised per Hayes Tap	8/29/2024
04	Revised per Hayes Tap	9/11/2024
Project No. 24004		
Landscape Architect DG		
L1 Master Plan		

VanFlslander Residence

8740 Boyne City Road
Charlevoix, MI 49720



VanFlslander Residence

8740 Boyne City Road
Charlevoix, MI 49720

PLANT SCHEDULE			
SYMBOL	BOTANICAL / COMMON NAME	SIZE	QTY
TREES			
	Abies balsamea / Balsam Fir	14-16 Ht.	6
	Amelanchier x grandiflora 'Autumn Brilliance' / Autumn Brilliance Apple Serviceberry	10-12 Ht.	11
	Pinus strobus / White Pine	16-18 Ht.	42
SHRUBS			
	Arctostaphylos uva-ursi / Kinnikinnick	FLAT or 24"	105
	Asclepias tuberosa / Butterfly Milkweed	1 gal.	20
	Asclepias tuberosa / Butterfly Milkweed	1 gal.	26
	Cornus sericea 'Kelsay' / Kelsay's Dwarf Red Twig Dogwood	3 gal.	29
	Eupatorium x 'Phantom' / Phantom Joe Pye Weed	1 gal.	12
	Juniperus horizontalis / Creeping Juniper	3 gal.	13
	Panicum virgatum 'Hot Rod' / Hot Rod Switch Grass	1 gal.	80
	Rhus typhina 'Bailtiger' / Tiger Eye® Shagbark Sumac	3 gal.	11
	Rudbeckia fulgida sullivanii 'Goldsturm' / Goldsturm Coneflower	1 gal.	37
	Schizachyrium scoparium 'Standing Ovation' / Standing Ovation Little Bluestem	1 gal.	65

SHRUBS



Abies balsamea



Amelanchier x grandiflora 'Autumn Brilliance'



Asclepias tuberosa



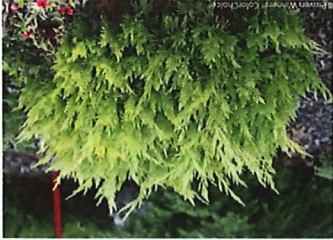
Asclepias tuberosa



Cornus sericea 'Kelsay'



Eupatorium maculatum 'Phantom'



Juniperus horizontalis



Panicum virgatum 'Hot Rod'



Rhus typhina 'Bailtiger'



Rudbeckia fulgida sullivanii 'Goldsturm'



Schizachyrium scoparium 'Standing Ovation'

No.	Description	Date
01	Concept Master Plan	8/7/2024
02	Revised per Mayor's Log	8/22/2024
03	Revised per Mayor's Log	8/28/2024
04	Revised per Mayor's Log	9/11/2024
	Final 100% Approved Council	
Project No. 24004		
Landscape Architect DG		
L3 Shoreline Plant Schedule		

VanIslander Residence

8740 Boyne City Road

Charlevoix, MI 49720



April Hilton <deputyclerkhayes@gmail.com>

Fwd: Survey Research Proposed Plan

1 message

clerk hayestownshipmi <clerkhayestownshipmi@gmail.com> Tue, Sep 17, 2024 at 5:47 PM
Reply-To: clerk@hayestownshipmi.gov
To: Deputy Clerk Email <deputyclerkhayes@gmail.com>

----- Forwarded message -----
From: Roy Griffiths <rwgriffitts3@gmail.com>
Date: Mon, Sep 16, 2024 at 9:29 PM
Subject: Fwd: Survey Research Proposed Plan
To: Mark Snyder <snyderhtp@outlook.com>, Carey Cuddeback <clcuaddebackPC@gmail.com>, Rex Greenslade <greensladerex@gmail.com>, CT Martin <ctmagnetics@aol.com>, Roy Griffiths <rwgriffitts3@gmail.com>, Marilyn Morehead <morehead.m@gmail.com>, Matt Cunningham <trustee2@hayestownshipmi.gov>
Cc: zoning hayestownshipmi <zoninghayestownshipmi@gmail.com>, kristin baranski <clerk@hayestownshipmi.gov>

Please have available for Tuesday evening meeting

Begin forwarded message:

From: Carey Cuddeback <clcuaddebackpc@gmail.com>
Subject: Survey Research Proposed Plan
Date: September 16, 2024 at 12:57:54 PM EDT
To: Roy Griffiths <rwgriffitts3@gmail.com>

Hi Roy,

As directed, I have compiled a proposed way forward for conducting the Hayes Township Future Needs survey that we will use in our updated Master Plan. In discussions with you and others, we have determined that the best way forward is to get a group of people who represent distinct areas within Hayes Township, to act as a Steering Committee for the survey efforts. This will help ensure that we have considered many different perspectives within the Township as we develop and conduct the survey.

Steering Committee

I have begun to set up this steering committee with owner representation from:

- 1. Bayshore
- 2. AG/Interior
- 3. Susan Lake
- 4. Lake Charlevoix
- 5. Lake Michigan
- 6. Charlevoix CC
- 7. Conservancy

To date I have obtained volunteers from all but one of the areas. I hope to get this slot filled this week to complete the group.

Process

Once the group is complete and Ron and the PC has given me the green light to proceed, I will kick off the Steering Committee with a meeting in Late September or Early October, where we will begin to go through

the methodology steps I have summarized below (which have been sourced from both the University of Kansas Community Toolbox website, as well as two sources (1) on Survey Methodology).

- 1. Define objectives clearly
 - 1. Goals
 - 2. Objectives
- 2. Engage stakeholders early (steering committee)
 - 1. Involve people from the community
 - 2. Engage community leaders
- 3. Determine the survey methods
 - 1. Online
 - 2. Paper
 - 3. Mixed Method approaches
- 4. Develop the survey instrument
 - 1. Question Design
 - 2. Demographics
 - 3. Pilot testing
- 5. Sample selection
- 6. Participation promotion and outreach
 - 1. Promote participation in survey at Community meetings/events
 - 2. Use Social Media
 - 3. Partnerships with local organizations to encourage responses
- 7. Data collection
 - 1. Timeline
 - 2. Progress tracking
- 8. Data analysis
 - 1. Quantitative analysis
 - 2. Qualitative analysis
 - 3. Cross Tabulation
 - 4. Report development
- 9. Share Findings transparently
 - 1. Community feedback sessions
 - 2. Report Publication
- 10. Action planning based on findings.

It's my intention to keep these meetings as private working sessions, with my summaries and next steps after each meeting documenting the decisions made on process and methodology as we go.

I have also secured technical assistance from one of our community residents, who holds a PhD in Economics, and is Co-Director of the Data Science Research Center at a major southern university. He will provide technical oversight on the research design and the analytics, to be sure we design the research instrument effectively and analyze the findings accurately.

The area of the most challenge will be ensuring that we have as much participation as possible. The survey itself will go out to all Hayes TWP property owners. There are about 2,000 properties in the township and we'll need at least 500 responses to get the survey margin of error down to less than 5%. (The quick formula for that is 1 divided by the square root of the sample size - the smaller the sample, the higher the margin of error).

Estimated Costs:

Three major elements of costs for this survey - printing, postage, participation promotion and on-line participation website.

Using Survey Monkey is a cost effective method of both enabling participation and utilizing good tools for data analysis. The Advantage plan they offer would allow 3 users (myself and TWP staff) and cover all the sample size we are likely to have. The cost is \$75 per month and I anticipate that we'll need 7 months of the survey services for a total of about \$525.

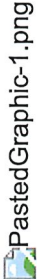
We will also need to get a Business Reply Mail postage permit. The annual fee is \$160 but the advantage is that we can send out 2,000 surveys and only pay for the returned responses at \$0.65 each. If we target a rate of return of 35%, or 700 responses, the cost of postage would be around \$455.

Printing surveys and participation flyers will likely be the largest expenditure, and I don't have any information as yet about the cost. We will need to add a unique identifier number to each printed survey which will also add some cost. More to follow on this subject as we determine how many pages we'll need for the survey, but I'm thinking that a cost of around \$5,000 would be a good bet.

Timeline:

I have developed a rough outline of timing that I think we can work towards, as follows:

Weeks beginning Monday		9/23/24	9/30/24	10/7/24	10/14/24	10/21/24	10/28/24	11/4/24	11/11/24	11/18/24	11/25/24	12/2/24	12/9/24	12/16/24	12/23/24	12/30/24	1/6/25	1/13/25	1/20/25	1/27/25	2/3/25	2/10/25	2/17/25	2/24/25	3/3/25	3/10/25	3/17/25	3/24/25	3/31/25
Project Steps																													
Determine Goals, Objectives & Survey Method																													
Develop Survey Questions																													
Pilot Test																													
Make Survey Changes based on Test																													
Pre-mailing Promotion																													
Mailing Date																													
Post Mailing Promotion																													
Data Collection																													
Data Analysis																													
Report Development																													
Present Findings																													



I think this timetable is aggressive, so we'll have to move as quickly as possible while still ensuring a statistically reliable outcome. I'm sensitive to the volunteers on the steering committee as I don't want to overburden them with meetings as we go through this, but I'll move as fast as schedules allow.

That's where I'm at so far. Please let me know if you have any questions or concerns on the proposed approach.

Many thanks!

Carey Cuddeback
ccuddebackpc@gmail.com
Cell: 479-372-1848

(1) survey methodology sources:
Groves, Robert M, et al., Survey Methodology, 2nd Edition, Wiley 2009
Fink, Arlene. The Survey Kit, 2nd edition, Sage Publications 2003.

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clerk hayestownshipmi <clerkhayestownshipmi@gmail.com>

Fwd: Question about Part One: PC Zoning Ordinance Update

1 message

Roy Griffiths <rwgriffitts3@gmail.com> Sun, Sep 15, 2024 at 3:55 PM
To: kristin baranski <clerk@hayestownshipmi.gov>

We received this correspondence. I think it should be included in the final packet.

----- Forwarded message -----
From: Jim McMahon <jim_mcmahon_iii@yahoo.com>
Date: Thu, Sep 5, 2024 at 2:50 PM
Subject: Question about Part One: PC Zoning Ordinance Update
To: rwgriffitts3@gmail.com <rwgriffitts3@gmail.com>
CC: hayestownshippc@gmail.com <hayestownshippc@gmail.com>

Hi Roy,

There was an estimated statistic given in the Part One PC Update in the July, 2024, Hayes Voice: "It is estimated that there will be 5.2 million people in Michigan retiring in the next five years." I not sure what that means.

In five years, are these 5.2 million people additional retirees living in Michigan, in addition to the current retirees already living in Michigan?

Or, 5.2 million of Michigan's current population will be retirees in five years?

Or, does it mean something entirely different?

At the end of 2022, Michigan had a population of 10.03 million people. For me, this calls into question the validity of the statistic.

Please clarify for me.

Please identify the source of this important statistic and how this number was derived.

Thank you.

Jim McMahon

