

AGENDA
HAYES TOWNSHIP, CHARLEVOIX COUNTY
PLANNING COMMISSION

March 18, 2025 7:00 pm

Hayes Township Hall

9195 Major Douglas Sloan Road

Charlevoix, Michigan 49720

ZOOM

[https://us02web.zoom.us/j/83601481092?](https://us02web.zoom.us/j/83601481092?pwd=bTRvd01yc2NtSHY5MXkrZDUxVDMrZz09)
[pwd=bTRvd01yc2NtSHY5MXkrZDUxVDMrZz09](#)

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. Special Use Permit Hearings
 - A) Charlevoix Club Park, LLC. – Assisted Living Center
 - B) Dewitt Marine – amendments to existing Special Use Permit
6. Public Comment
7. Review and Approval of Draft Minutes- February 18, 2025 and March 11, 2025
8. Report of Township Board Representative to the Planning Commission
9. Report of Zoning Board of Appeals Representative to the Planning Commission
10. Zoning Administrator Report
11. New Business
12. Old Business
13. Set/Confirm Public Hearing Dates
14. Set/Confirm Date of Next Regular PC Meeting- April 15, 2025
15. Public Comment
16. Planning Commission and Staff Comment
17. 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.

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CALL TO ORDER: Chairperson Roy Griffiths called the meeting to order at 7:00 p.m.

Members present: CT Martin, Roy Griffiths (Chair), Rex Greenslade, Alexander Curley, and Mark Snyder.

Excused: Carey Cuddeback, Matt Cunningham

Also, present: April Hilton (Deputy Clerk/Recording Secretary), and Ron VanZee (Zoning Administrator).

Audience: William Conklin, Laura Nachazel, Doug Kuebler, Janet Simon, Jim McMahon, Leslie Cunningham, Sherry Baker-McCary, LuAnne Kozma, Diane Conklin, Kyle Perry, Judith Coy, Liz Dekorne, Marry Reynaert, Shelly Maynard, Janet McCourey, Jessica Bertinelli, Craig Williams, Kevin Willis, Cathy Arbid and Steven Brecheisen.

REVIEW AGENDA:

At the request of the applicant, remove new business item of the public hearing for rezone request, Tax ID# 15-007-111-007-30, 10436 Burnett Rd & 15-007-111-007-20, 10807 Murray Rd.

Correct the next regular meeting date to March 18th 2025.

Mr. Greenslade made a motion, supported by Mr. Snyder, to approve the agenda as amended.

Yeas: Alexander Curley, Rex Greenslade, Roy Griffiths, CT Martin, and Mark Snyder.

Nays: none **Motion Carries**

DECLARATIONS OF CONFLICTS OF INTERESTS:

None

APPROVAL OF MINUTES JANUARY 21ST, 2025 REGULAR MEETING

Mr. Snyder made a motion, supported by Mr. Curley, to approve the January 21st, 2025, regular meeting minutes as corrected.

Yeas: Alexander Curley, Rex Greenslade, Roy Griffiths, CT Martin, and Mark Snyder.

Nays: none **Motion Carries**

APPROVAL OF MINUTES JANUARY 28TH, 2025 SPECIAL MEETING

Mr. Snyder made a motion, supported by Mr. Curley, to approve the January 28th, 2025, regular meeting minutes as corrected.

Yeas: Alexander Curley, Rex Greenslade, Roy Griffiths, CT Martin, and Mark Snyder.

Nays: none **Motion Carries**

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PUBLIC COMMENTS: Public comments opened at 7:05pm.

None

Public comments closed at 7:07pm

REPORT OF TOWNSHIP BOARD REPRESENTATIVE TO THE PLANNING COMMISSION:

Roy Griffitts gave a report of Board of Trustees activities. Next regular scheduled Board meeting is March 10th 2025.

REPORT OF ZONING BOARD OF APPEALS REPRESENTATIVE TO THE PLANNING COMMISSION:

ZBA meeting scheduled for March 26th 2025 to review two variance requests.

ZONING ADMINISTRATOR REPORT:

Ron VanZee presented a written report. Report is available on the Hayes Township website and for review at the Township Hall.

NEW BUSINESS

PUBLIC HEARING – DRAFT WORKABLE SOLAR ENERGY SYSTEMS AND WORKABLE BATTERY ENERGY STORAGE SYSTEM ORDINANCES DRAFTS:

Chair opened public hearing at 7:14pm.

The purpose for the Public Hearing is to discuss and hear public comment regarding two workable CREO ordinance drafts one for Solar Energy Systems and one for Battery Energy Systems.

- Mr. Griffitts explained we have two ordinance drafts, one for solar energy and the second for battery storage. Overview, whether it's solar energy or wind energy, Public Act 233 provides for one interconnection to the grid. The typical model is that the different solar panels or windmills would send energy to a collection point, a battery energy storage system, which would be the interconnection point to the grid. Sort of like a local area network. Each individual unit producing energy would send it to a central hub and would connect to the grid from there.

We've been working with feedback and guidance from MTA, and our legal staff. If we make the decision tonight and we get the corrections done tomorrow, no later than Thursday, we can send it to the county and they will have it on their agenda for their meeting.

Public Comment opened at 7:19pm.

Comments included:

- Correspondence Attached.

Public Comment Closed at 7:23pm

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73

74 - Mr. Greenslade stated that his understanding is the state regulates the sound allowance and if
75 the Township does anything different it may influence the developer to take their application to
76 the state. Would not like to see the Township lose control by pushing applicants to the state.

77 - Mr. Snyder stated he agrees if the Township creates an ordinance too different from what the
78 state has it will push developers to go around the Township and to the state.

79 - Mr. Griffiths stated the CREO enforcement and draft ordinance are new for all townships
80 across the state and everyone including the state is working from scratch without any
81 experience to go on. From his research he has found the lowest sound decimal able to be
82 reached solar energy farms is 45 with much technological intervention and 55 for battery
83 storage units.

84 - Mr. Martin stated with the draft ordinance included the sound test as a requirement with the
85 application will help with the sound decimal concerns.

86 - Mr. Griffiths stated the sound regulations have been set by the NFPC and feels the township is
87 held to following their standards.

88 - Residents stated they feel the township is negotiating a regulation away, concerned the state
89 is not experts on the subject. Concerned the CREO developments will consist of constant noise
90 and it will not be fair to the adjacent non-participating landowners. Would like to see the
91 township not rush into adopting an ordinance that will not work.

92 - Mr. Griffiths read from MTA "an ordinance under act 233 may only contain setbacks, fencing
93 height, sound and other acceptable requirements outlined in section 226.8 and may not
94 contain additional requirements from that section. Workable allows it to take risk.

95 - Resident requested the Planning Commissions thoughts on the Average decimal levels.

96 - Mr. Griffiths stated that the standard set by the state, on both Solar and Battery Storage, states
97 that the noise level should not exceed 55 average hourly decimals,

98 - Mr. Snyder stated people should contact State Representative Fairbairn or State Senator
99 Demoose as they represent our area in Lansing.

100 Planning Commission reviewed the Workable CREO Draft for solar energy systems.

101 Discussion included:

102 - The height of 1 foot for roof-mounted SES was corrected.

103 - Section 3 (Standards for Principal-Use Solar Energy Systems as a Special Use Permit) Under
104 Application (Paragraph 3.N) add language a plan to minimize and mitigate the impact "is
105 Required".

106 - Section 3 (Standards for Principal-Use Solar Energy Systems as a Special Use Permit) Under
107 Decommissioning (Paragraph 18,item B) add language " for the first 20 years of the life of the

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108 project, and from the 21st year on for the rest of the life of the project including
109 decommissioning every 3 years.”

110 - Mr. Griffiths stated on page #19, regarding the host community agreement, he has found in his
111 research that common dollar amount is \$2000.

112 - Add new Section #6 Compliance with language stating “ Applicant, developer and operator are
113 required to comply with all applicable Federal, State and local ordinances permit requirements
114 for the life of the project and decommissioning.

115 - Will update the section numbers following the new section #6 to be in numerical order.
116

117 Planning Commission reviewed the workable CREO draft for Battery Energy Storage Systems.
118 Discussion included:

119 - Changed SES (Solar Energy System) to Battery Storage Systems throughout the draft.

120 -Section 2 Standards for Off Site Battery Energy Storage System Regulations. 14. item N; add
121 language to minimize and mitigate the impact of “is Required”.

122 - Mr. Griffiths suggested for the community host agreement amount will be determined by the
123 Board of Trustees and is still being researched.

124 - Add new Section #12 Compliance with language stating “ Applicant, developer and operator
125 are required to comply with all applicable Federal, State and local ordinances permit
126 requirements for the life of the project and decommissioning.

127 - Will update the section numbers following the new section #12 to be in numerical order.
128

129 Mr. Greenslade made a motion, supported by Mr. Curley to send the two workable CREO
130 ordinance drafts one for Solar Energy Systems and one for Battery Energy Systems with
131 amendments, to the County Planning Commission for their feedback.

132 Yeas: Alexander Curley, Rex Greenslade, Roy Griffiths, CT Martin, and Mark Snyder.

133 Nays: none **Motion Carries**
134

135 Public Hearing Closed at 8:09
136

137 **SPECIAL USE PERMIT REQUEST, 8222 BURGESS RD, DOG BOARDING KENNEL:**

138 Chair opened the public hearing at 8:09

139 Laura Nachazel stated she has a 30×40 existing pole building that is insulated and heated. With
140 security cameras located inside and outside. 11 indoor kennels with individual outdoor runs, as
141 well as a larger outdoor fenced in play area. Animal Control has inspected the building and she
142 has been granted a kennel license already. She would like to place a sign by the road and
143 designate a small parking area by the building which is located about 300 feet from the road.

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144 Designated drop of times would be between 8am and 10am and pick up times would be 4pm
145 and 6 pm to regulate traffic. Supervised outdoor play time will be during the daytime hours.
146 Waste will be disposed of properly.

147 Mr. VanZee stated the parcel is zoned Agricultural with a total on 75 acres at 8222 Burgess
148 Road. The Public hearing was posted and the neighboring property owners were all notified.
149 Public Comments opened at 8:14pm
150 Comments included:

- 151 - Supported the project, as an adjacent property owner feels it will be a great addition to the
- 152 community.
- 153 - Supports the proposed dog boarding and daycare use on Burgess roads, stated the applicant is
- 154 a life long resident of Hayes Township and would like to see her business efforts supported.
- 155 - Feels the area could use more dog daycare centers in the area.
- 156 - Supports this project, hopes the planning commission will approve this project.

157 Public Comments closed at 8:16pm

- 158 - Ms. Cuddeback asked for clarification if the fencing will meet the requirements of the Zoning
- 159 Ordinance.
- 160 - Laura responded she does have large trees along the road right away and the north property
- 161 line and the fence is a 6 foot panel fence. She has had dogs in the fenced in area and the fence
- 162 blocks the noise very well.
- 163 - Mr. Snyder requested if there is a future extension plan, in case of a significant number of
- 164 customers.
- 165 - Laura stated not at the moment, looks forward to seeing what the future will bring.
- 166 - Ron clarified there is always the provision to amend a Special Use Permit if desired to in the
- 167 future.
- 168

169 Mr. Griffiths cited article VI, special use permit and planned unit development starting with
170 section 6.01 Purpose. Article VI: Special Use Permit and P.U.D.
171

172 Adopted: October 12, 2009
173 Hayes Township Zoning Ordinance
174 Effective: October 31, 2009
175

176 **SECTION 6.01 PURPOSE**

177 It is the purpose of this Article to specify the procedure and requirements for the review of
178 special land uses, as specified in this Ordinance. Uses classified as special land uses are
179 recognized as possessing unique characteristics (relative to location, design, size, public

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infrastructure needs, and other similar characteristics), which require individual review and approval standards in order to safeguard the general health, safety, and welfare of the Township.

Mr. Griffiths reviewed 6.02. 4 Standards for granting Special Use Permit.

Section 6.02. 4 Standards for granting Special Use Permit

The Planning Commission shall approve, or approve with conditions an application for a special land use permit only upon finding that the proposed special land use complies with the following standards:

A. Allowed Special Land Use

The property subject to the application is located in a Zoning District in which the proposed special land use is allowed. Zoning District AG Item J. Kennels, veterinary clinics and animal hospitals.

YES

B. Compatibility with Adjacent Land Uses

1) The proposed use subject to a special use permit shall be designed, constructed, operated and maintained so as not to diminish the opportunity for surrounding properties to be used and developed as zoned.

YES

2) The proposed special land use will not involve uses, activities, processes, materials, or equipment that will create a substantially negative impact on other conforming properties in the area by reason of traffic, noise, smoke, fumes, glare, odors, or the accumulation of scrap material that can be seen from any public road or seen from any adjacent land owned by another person.

YES

3) If deemed necessary by the Planning Commission, the hours of operation that the special use is allowed to operate, be open or otherwise occur, shall be imposed as a condition of approval to ensure compatibility with the surrounding land uses.

NO

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215

216 C. Public Services

217 1) The proposed special land use will not place demands on fire, police, or other public
218 resources in excess of current capacity.

219 **NO**

220

221 2) The proposed special land uses will be adequately served by public or private streets, water
222 and sewer facilities, and refuse collection and disposal services.

223 **YES**

224

225 D. Economic Well-Being of the Community

226 The proposed special land use shall not be detrimental to the economic well-being of the
227 surrounding residents, businesses, landowners, and the community as a whole.

228 **YES**

229

230 E. Compatibility with Natural Environment

231 The proposed special land use will not involve uses, activities, processes, materials, or
232 equipment that will create a substantially negative impact on the natural resources of the
233 Township or the natural environment as a whole.

234 **YES**

235

236 F. Compliance with Specific Standards

237 The proposed special land use complies with all applicable specific standards required under
238 this Ordinance.

239 **YES**

240 G. Conditional Approvals

241 The Planning Commission may impose reasonable conditions with the approval of a special use
242 permit, pursuant to Section 9.03 of this Ordinance.

243 **NO**

244

245 H. Performance Guarantee Required

246 The Planning Commission may require an applicant to provide a performance guarantee in
247 connection with the approval of a special use permit, pursuant to Section 9.06 of this
248 Ordinance.

249 **NO**

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The Planning Commission reviewed the standards for granting site plan approval.

STANDARDS FOR GRANTING SITE PLAN APPROVAL:

A. The Planning Commission shall approve, or approve with conditions, an application for a site plan only upon a finding that the proposed site plan complies with all applicable provisions of this Ordinance and the standards listed below, unless the Planning Commission waives a particular standard upon finding that the standard is not applicable to the proposed development under consideration and the waiver of that standard will not be significantly detrimental to surrounding property. The Planning Commission's decision shall be in writing and shall include findings of fact, based on evidence presented on each standard. These standards are listed in subsections 1-11 listed below.

1.) All elements of the site plan shall be designed so that there is a limited amount of change in the overall natural contours of the site and shall minimize reshaping in favor of designing the project to respect existing features of the site in relation to topography, the size and type of the lot, the character of adjoining property and the type and size of buildings. The site shall be so developed as not to impede the normal and orderly development of surrounding property for uses permitted in the Ordinance. **YES**

2.) The landscape shall be preserved in its natural state, in so far as practical, by minimizing tree and soil removal, and by topographic modifications which result in smooth natural appearing slopes as opposed to abrupt changes in grade between the project and adjacent areas. **NO**

3.) Special attention shall be given to proper site drainage so that storm waters will not adversely affect neighboring properties. **YES**

4.) The site plan shall provide reasonable, visual and sound privacy for all dwelling units located therein. Fences, walls, barriers and landscaping shall be used, as appropriate, for the protection and enhancement of property and for the privacy of its occupants. **YES**

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applicant receiving necessary state and federal permits before the actual zoning permit authorizing the special land use is granted. **YES**

B.) The Planning Commission shall seek the recommendations of the Fire Chief, the Charlevoix County Road Commission, the County Health department and the Michigan Department of Natural Resources, where applicable.

YES.

Supplemental Site Development Standards for Kennels

A. All kennels shall be operated in conformance with County and State regulations and shall be on sites of at least five (5) acres. Veterinary clinics or hospitals shall be located on sites of at least one (1) acre in size. **YES**

B. Animals shall be confined in a fenced area to preclude their approaching nearer than five hundred (500) feet to any dwelling on adjacent premises or nearer than fifty (50) feet from the property line, whichever is greater. **YES**

C. Any fenced areas shall be screened from adjacent properties and/or roads with an opaque fence and a vegetated evergreen buffer at least five (5) feet in height.

YES

D. The facility shall be so constructed and maintained that odor, dust, noise or drainage shall not constitute a nuisance or hazard to adjoining premises. **YES**

E. Animals shall be kept in a soundproof building between the hours of 10 p.m. and 8am.

YES

F. All principal use activities shall occur within an enclosed main building.

YES

Mr. Greenslade made the motion, supported by Mr. Snyder to approve the site plan with the conditions noted above.

Yeas: Alexander Curley, Rex Greenslade, Roy Griffitts, CT Martin, and Mark Snyder.

Nays: none **Motion Carries**

Mr. Curley made a motion, supported by Mr. Greenslade to approve the Special Use Permit to establish a kennel at 8222 Burgess Road.

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- 5.) All buildings or groups of buildings shall be so arranged as to permit emergency access by some practical means to all sides. **MUST OBTAIN APPROVAL FROM FIRE MARSHALL THAT PLAN IS ACCEPTABLE. YES**
- 6.) Every structure or dwelling unit shall have access to a public street, private road, walkway or other area dedicated to common use. **YES**
- 7.) All loading and unloading areas and outside storage areas, including areas for the storage of trash, which face or are visible from residential districts or public thoroughfares, shall be screened, by a vertical screen consisting of structural or plant materials no less than six feet in height. **YES. (if a dumpster is need it must be located behind screening)**
- 8.) Exterior lighting shall be arranged as follows: **YES**
- a.) It is deflected away from properties. **YES**
 - b.) It does not impede the vision of traffic along adjacent streets. **YES**
 - c.) It does not unnecessarily illuminate night skies. **YES**
- 9.) The arrangement of public or common ways for vehicular and pedestrian circulation shall respect the pattern of existing or planned streets and pedestrians or bicycle pathways in area. Streets and drives which are part of an existing or planned street pattern which serves adjacent development shall be of a width appropriate to the traffic volume they will carry and shall have a dedicated right of way. **YES**
- 10.) All streets shall be developed in accordance with any adopted Township private road standards, or if a public road, the County Road Commission specifications.

Mr. Martin made a motion, supported by Mr. Curley to remove item 10 from the applicant site plan review for no roads are being developed.

Yeas: Alexander Curley, Rex Greenslade, Roy Griffiths, CT Martin, and Mark Snyder.

Nays: none **Motion Carries**

- 11.) Site plans shall conform to all applicable requirements of state and federal status and the Hayes Township Master Plan, and approval may be conditioned on the

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356 Yeas: Alexander Curley, Rex Greenslade, Roy Griffiths, CT Martin, and Mark Snyder.

357 Nays: none **Motion Carries**

358 **OLD BUSINESS:**

359

360 **COMMUNITY HOST AGREEMENT, FEE SCHEDULE, ZONING APPLICATION, ESCROW POLICY,**

361 **DECOMMISSIONING AGREEMENT:**

362 Planning commission discussed their recommendations to the Board of Trustees for the
363 Community host Agreement, Fee Schedule, Zoning Application, Escrow Policy, and
364 decommissioning Agreement.

365 Discussion included:

366 - Still researching a good example for a Community Host Agreement. The Community Host
367 agreement is a legal contract between the Applicant and the Township specifying the specific
368 things that will happen. Once a draft is created would recommend it be reviewed by the
369 Township's legal services.

370 - Fee Schedule is set by the act as discussed for the \$2000.

371 - Escrow Policy will be set to the board of trustees to make a resolution. The Escrow Policy is
372 capped at \$75,000 and it is to be used to hire consultants to help the township review
373 proposals.

374 Planning Commission came to a consensus to submit their recommendations for the
375 Community host Agreement, Fee Schedule, Zoning Application, Escrow Policy, and
376 decommissioning Agreement to the Board of Trustees.

377

378 **SET/CONFIRM PUBLIC HEARING DATES:**

379 Set a public hearing for March 18th, 2025 to review Special Use Permit Amendments for a SUP
380 granted to Mark McCol & Dewitt Marine on May 6th 2024 and a Special Use Permit for an
381 Assisted Living and Memory care facility on US31 North.

382

383 **SET/CONFIRM DATE OF NEXT PC MEETING –MARCH 18th, 2025.**

384 Next Planning Commission regular meeting will take place on March 18th, 2025, at 7:00 pm.

385

386 **PUBLIC COMMENT:**

387 Public Comment Opened at 8:57pm

388 - Stated they would like to know if the township should have allowed a quick claim deed
389 on a parcel.

390 - Mr. Griffiths stated the Township does not handle Quick Claim Deeds. Also the rezone

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391 - Stated the planning commission did a great job, the meeting was well lead with great
392 discussion. Feels tonight was a great example of local government at its finest.

393 Public Comment Closed at 9:00pm

394 **PLANNING COMMISSION and STAFF COMMENT:**

395 Ms. Cuddeback requested a special meeting to address survey results, meeting date will be
396 scheduled and posted once results have been completely compiled.

397 Mr. Griffiths thanked the planning commission members for all their hard work on the CREO
398 Draft ordinance.

399 **ADJOURNMENT:** Mr. Snyder made a motion, supported by Mr. Curley, to adjourn the meeting
400 at 8:45pm.

401 Yeas: Alexander Curley, Rex Greenslade, Roy Griffiths, CT Martin, and Mark Snyder.

402 Nays: none **Motion Carries**

403 Respectfully Submitted by:

404 April Hilton

405 Deputy Clerk/Recording Secretary

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Special Meeting
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CALL TO ORDER: Chairperson Roy Griffiths called the meeting to order at 7:00 p.m.

Members present: Roy Griffiths (Chair), Carey Cuddeback, Matt Cunningham, Alexander Curley, Rex Greenslade and Mark Snyder.

Excused: CT Martin

Survey Steering Committee Members present: Anne Fleming, Gregg Whitley, Jean Young, and Joel Robinson.

Also, present: April Hilton (Deputy Clerk/Recording Secretary) and Ron VanZee (Zoning Administrator).

Audience: Bill Conklin, Diane Conklin, Kristin Baranski, Doug Kuebler, Sherry Baker-McCarey, Jim McMahon, Diane McMahon, Tim Boyko, CT Martin, Betty Henne, Jim Rudolph, Dan Howell, Dave Kemme, Ellis Boal, Carol Umlor and LuAnne Kozma.

REVIEW AGENDA:

Mr. Snyder made a motion, supported by Mr. Curley, to approve the agenda as presented.

Yeas: Alexander Curley, Carey Cuddeback, Matt Cunningham, Roy Griffiths, Rex Greenslade, and Mark Snyder.

Nays: none **Motion Carries**

DECLARATIONS OF CONFLICTS OF INTERESTS:

None

PUBLIC COMMENTS: Public comments opened at 7:02pm.

- Stated this survey exceeds any survey the township has ever had. The Steering Committee with Carey's guidance have done a great job. Found the census data very interesting. Would like our scenic views preserved. Thanked the survey committee for their hard work.

- Thanked the Survey Committee for their work. However feels the methodology incorrect by giving one survey per parcel when one person can own more than one parcel. Feels it was wrong for each house hold only getting one survey when there may be multiple people living in a household. Found many flaws in the methodology and feels the survey was poorly done.

Public comments closed at 7:08pm

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REPORT OF SURVEY STEERING COMMITTEE FINAL RESULTS TO THE PLANNING COMMISSION:

Carey Cuddeback and the Survey Steering Committee presented a report of the survey results to the Planning Commission.

-The purpose of the survey was to provide input into the Master Plan update process to guide future land use and development over the next 5-10 years and provide the township leadership with resource allocation priorities and other community insights.

-The survey had 4 main objectives:

1. Measure satisfaction with current services/development

2. Understand demographic trends and future impacts.

3. Assess community needs/desires for the next 5-10 years.

4. Identify priorities for future development.

-The survey was designed by the Steering committee during public workshops with community input.

- The Survey was available online and sent out with the December tax bills.

- The Survey cost a total of \$4,488 which was below the \$5000 projected cost. The Survey conducted in 2019 cost \$20,000.

- The survey was made up of 4 pages and a total of 25 questions. The questions included 2 satisfaction, 11 future development (5-10 years), 7 demographics, 4 residency duration/future plans and 1 open-ended. Responses were completely anonymous.

- The primary sample included taxpayers and residents for a broad representation and focus on long term stake. The Hayes Township Voice in December notified renters there was surveys available at the Hayes Township Hall.

- There was a total of 1,687 surveys sent, 50 available for renters; 431 responses which is about 26% were received.

The survey results are summarized as followed:

- Community Vision for Growth: Strong support for limited and managed growth, balancing residential and commercial development while preserving scenic resources and rural character.

- Housing Preferences: Consensus for more single-family homes, affordable housing (e.g., tiny homes), and options to attract younger families, alongside a desire for hobby and commercial farms.

- Balancing Development: Dichotomy between preserving farms/open spaces and expanding housing; natural/landscaped space requirements in developments strongly supported.

- Commercial & Industrial: Commercial development favored along US-31 and Boyne City/Charlevoix Roads (strongest among under-70s), strong opposition to industrial uses (e.g. gravel/mining)

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- Short-Term Rental Regulations: Support for controls and limitations on short-term and vacation rentals, focusing on location, occupant limits, and stay durations.
- Township Satisfaction with Services and Natural Resources
- High approval for EMS, fire, and law enforcement; ordinance enforcement, road maintenance, and spring clean-up need improvement.
- Positive feedback on parks, bike trails, and hiking; concerns about beach access and urgency to complete the Boyne City/Charlevoix Rd. bike path.

Demographic Factors Shifting in next 5-10 Years

- Majority of respondents: Age 70+, residents for 20+ years
- Property ownership appears skewed toward older, long-term residents today
- Views of needs & wants differ between 70+ and people in their 30's, 40's, 50's and 60's.
- Social Security tables – life expectancy at 70 is ~15 yrs.

Property Demand Outlook

- Increased housing or renovation demand as retirees move in full-time
- Property turnover due to aging population deaths
- Agricultural land supply may increase for development
- Potential rise in residential/commercial growth (community-supported if managed and limited)

Planning Considerations

- Tiny Home Communities: Evaluate feasibility; explore other types of other small home options.
- Short-Term/Seasonal Rentals: Strong community support for limits

Development Dichotomy:

- People over 70: Preserve rural character
- People under 70: Support modest growth for residential/business needs
- PC must find path to both support limited growth and preserve the scenic resources of the Township.

The Recommendations from the survey data is as follows:

Managed Growth with Scenic Preservation

- Develop a realistic growth management plan that prioritizes the protection of scenic resources and the Township's rural character. Incorporate open space or landscaped area requirements into all new residential and commercial developments.
- This could include designating specific zones for hobby farms, commercial farms, and natural areas to ensure these elements remain integral to the Township's identity while accommodating limited housing expansion.

Housing Development Strategies

Hayes Township Planning Commission
March 11th, 2025
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Hayes Township Hall
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Charlevoix, MI 49720

- Encourage the development of single-family homes on acreage and in subdivisions, alongside affordable housing options like tiny home communities.
- Research and review successful tiny home and/or zero lot line community models elsewhere (e.g., zoning, design standards, and infrastructure needs) and engage residents in defining what these communities should entail locally.
- Plan for property turnover over the next 5–10 years to facilitate possible conversion of agricultural land to other residential uses, while ensuring safeguards to preserve rural scenery and avoid over development.

Regulation of Short-Term and Vacation Rentals

- Draft and implement enforceable zoning ordinances to regulate short-term and vacation rentals, focusing on location restrictions, occupant limits, and stay durations.
- Given past enforcement concerns, establish a clear compliance framework, potentially including fines or a reporting system for violations, to ensure these rules are effective and responsive to community needs.

Commercial Development Focus

- Establish commercial zoning ordinances that ensure development enhances the Township's rural character.
- Plan for small business commercial development with appropriate scale and road access along US-31 and Boyne City/Charlevoix Roads. Limit inland commercial expansion to maintain rural character.

Industrial Land Use Restrictions

- Formalize restrictions on industrial development, particularly gravel and mining operations, through updated zoning ordinances.

Infrastructure and Service Improvements

- Prioritize completion of the Boyne City/Charlevoix Rd. bike path to address a key community concern and enhance recreational offerings.
- Explore additional resource options to improve Blight Ordinance Enforcement, Road Maintenance, and spring clean-up programs, identified as areas needing enhancement despite overall satisfaction with township services.

Balancing the Dichotomy of Growth and Preservation

- Recognize the likely forthcoming property turnover due to an aging population and plan for responsible residential growth.
- Anticipate the likely increase in demand for both housing and commercial space as younger families and retirees settle in the Township.

Hayes Township Planning Commission
March 11th, 2025
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- Develop a forward-looking Master Plan update that accommodates both the preservationist views of long-term residents and the developmental needs of newer property owners.
- Potential solutions include planned unit developments and clustered development designs that maximize open space or incentives for landowners to maintain agricultural or natural areas.

Community Engagement and Education

- Host public forums to gather input on tiny home or other planned communities, rental regulations, and growth plans, ensuring transparency and broad participation. Provide educational materials on how proposed changes balance the needs of younger families with the preservation goals valued by long-term residents.
- Ensure that planning decisions reflect the diverse perspectives of both older and younger residents.
- Regularly review and update township policies to adapt to changing demographics and community needs.

The Planning Commission discussed the Survey results:

Discussion included:

- Mr. Greenslade stated he found it interesting the amount of people who want homes on acreage. Which shows people do not want affordable homes next to them or developments next to them.
- Mr. Griffiths is interested to know the sample and adjusted sample size of the respondents under 60 versus over 70, regarding the theory that people will be leaving the area as they age up. Also, asked the Survey Committees opinion if there are areas that are significantly contradictory between wants and needs in the outcome.
- Mr. Robinson stated he found the affordable housing issue to be contradictory due to people wanting housing on acreage, which is not affordable.
- Ms. Young stated the question regarding development along US 31 and Boyne City Road. The question was in the prior survey and the committee found it important to be in there. However suggested future research on the difference between the two roads.
- Mr. Griffiths requested for a future survey does the Survey Committee feel they would use a different approach regarding the traffic and transportation issues?
- Ms. Cuddeback stated the question was widely interpreted and suggested in the future perhaps making it more specific.

Hayes Township Planning Commission
March 11th, 2025
Special Meeting
Hayes Township Hall
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- 176 - Mr. Robinson stated they had discussed preserving the scenic roadways especially the lake
177 views. Suggested perhaps narrowing in down to focus on the non-lake side specifically of US 31.
178 - Mr. Griffiths stated the committee did a great job and have presented a large amount of input
179 for the Planning Commission to review. Asked the survey members if they would be willing to in
180 conducting smaller surveys regarding specific topics, for some of the topics in the survey could
181 be dug into deeper and addressed more specifically with additional surveys.
182 - Ms. Cuddeback agreed perhaps a focus group or someway to collect more data on specific
183 topics.
184 - Mr. Kemme followed up regarding the demographic question on the changing of age
185 demographic was based on the average life expectancy however, no one can predict the future
186 buyer age. However, if we want to attract a younger generation, schools and recreation areas
187 need to be attractive. Regarding the roads question it is hard to grasp what people want, which
188 would be a topic that could definitely be dug into deeper.
189 - Mr. Snyder asked if the members of the committee discussed the transition of residents in and
190 out of the community the change in wants and needs. For example, people moving in from
191 other areas bring influences and ideas from the communities they moved in from.
192 - Mr. Whitley stated the area we live in is very desirable, every young person wants a house on
193 acreage, however it is not always probable. One thing about surveys is that you receive
194 responses that are based on emotion. More influential people will be coming into the area with
195 their desires, and it will bring new challenges for the area especially at the township level.
196 - Mr. Snyder stated regarding jobs, the survey shows the majority of people do not want to see
197 industrial and commercial development. However the Charlevoix area has lost a large amount
198 of the manufacturing jobs in the last 25 years, which shows how the community has evolved
199 within one generation.
200 - Ms. Cuddeback stated it has been brought up the desire for Hayes Township to be a bedroom
201 community and to have the Commercial and Industrial development in the Petoskey and
202 Charlevoix areas.
203 - Mr. Curley stated when talking to other people in his age group, their concern is not the
204 specific type of housing being affordable, however the fact that the square footage of housing is
205 not affordable. The past generation bought that same houses for \$50,000 on the factory Job
206 and this generation would have to have 3 jobs in order to afford the same house.
207 - Mr. Griffiths thanked the Survey Committee for all their work and input and continued support
208 through the process.
209 - Ms. Fleming offered tools through the Conservancy to help with determining appropriate
210 development and conservancy.
211

Hayes Township Planning Commission
March 11th, 2025
Special Meeting
Hayes Township Hall
9195 Major Douglas Sloan Rd.
Charlevoix, MI 49720

212 **PUBLIC COMMENT:**

213 Public Comment Opened at 8:29pm

- 214 - Stated the presentation and survey was excellent. Found the comments regarding the
215 older generation and the people replacing residence in the next 15 years, doesn't
216 necessarily mean the age demographic will change because they may be replaced with
217 other retirees. Stated when they were a young family they had a modest home in a
218 subdivision, which does not exist in Hayes Township. Subdivisions would need utility
219 access.
- 220 - Stated they don't recall anything in the survey regarding Shoreline development. Stated
221 they have a short term rental, would like to know how many are in the township. People
222 with property should pay higher taxes.
- 223 - Asked how many people actually provided a survey, concerned younger people were
224 under represented. Would like to see a question regarding commercial being built next
225 door to people.
- 226 - Appreciated the presentation and discussion. Stated a few years ago a batch plant was
227 presented to the Township on Boyne City Road that the community shot down. Would
228 have liked tonight's meeting to be posted for more than 18 hours before. Agrees with
229 the comments made regarding farm land. Spoke with Bill Conklin and knows he supports
230 rural preservation.
- 231 - Supports the previous comment. This should be a stepping stone to receiving
232 community involvement. Fond the dislike of the Zoning Ordinance enforcement
233 discouraging.

234 Public Comment Closed at 8:40pm

235

236 **PLANNING COMMISSION and STAFF COMMENT:**

237 Mr. Snyder thanked the committee for their work.

238 Mr. Greenslade thanked the committee for their work, and stated the Planning Commission has
239 their work and research cut out for them. Thought the idea of a bedroom community was
240 interesting and finds Hayes Township uniquely located between three main cities, Charlevoix,
241 Boyne City and Petoskey. Which include great stores and restaurants so these may not
242 necessarily be needed in Hayes Township.

243 Mr. Cunningham stated the survey contains a lot of information and appreciates the Survey
244 committee's work.

245 Mr. Griffiths stated regarding the concern for sewer and water, they are very important
246 components when developing housing and lowering the risk of pollution, however it is difficult
247 to predict if the sewer and water infrastructure will reach Hayes Township in the next 5-10

Hayes Township Planning Commission
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Special Meeting
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Charlevoix, MI 49720

years. Regarding the question of the number of Short-Term Rentals in Hayes Township, it is
fragantly changing. The two main road fares in Hayes Township are US 31 and Boyne City
Road, which the survey reflects. The statement that Hayes Township wants the be a
commercial hub has never been a goal for the Township. The Master Plan shall address the land
use and infrastructure issues and may project 20 years or more into the future, which is
important when you look at the topics the survey covered. The Planning Commission has the
look at all categories, they cannot exclude any, even though we may not want more industrial,
it still need to be addressed and included by Michigan law. He also asked that people refrain
from using exaggerated and inflammatory wording in making their comments as it only serves
to further strain the community.

ADJOURNMENT: Ms. Cuddeback made a motion, supported by Mr. Curley, to adjourn the
meeting at 8:50pm.

Yeas: Alexander Curley, Carey Cuddeback, Matt Cunningham, Roy Griffiths, Rex Greenslade and
Mark Snyder.

Nays: none **Motion Carries**

Respectfully Submitted by:

April Hilton

Deputy Clerk/Recording Secretary



Zoning Administrator Report

March 2025

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

- Zoning permit application for a new detached garage on Burns Road. Shoreline Review Committee conducted inspection. Waiting for Shoreline Landscaping Site Plan from Applicant.
- Variance application to reduce the 50' Shoreland setback from creek for a new single family dwelling at 6995 Birdland Drive. ZBA set public hearing date at for March 26th 2025 at 7pm.
- Variance application to reduce the 100' Shoreland setback for reconstruction of an existing non-conforming dwelling unit at 07115 Birdland Drive. ZBA set public hearing date at for March 26th 2025 at 7pm.
- Special use permit application for an Assisted Living and Memory care Facility on US 31 North. Planning Commission set a Public Hearing date at their March 18th, 2025 meeting.
- Two special use permit amendment applications for the special use permit approved to Mark McCol & Dewitt Marine at May 6th 2024 Planning Commission Meeting. The Planning Commission set a Public Hearing date at their March 18th, 2025 meeting.
- Zoning permit application for a Demo and rebuild of existing home on Quarterline road. Shoreline Review Committee conducted inspection and advised applicant to work with Tip of the Mitt to create shoreland restoration plan.
- Zoning permit application for a 72"x60" Free Standing Sign on US 31. Consulting Legal Counsel for advise on enforcement within the road right away.
- Continuing to discuss a non-compliance nuisance complaint with landowner on Hyek Road.

IMPACT STATEMENT

Proposed New Assisted Living Facility in Hayes Township, MI

- Our proposed assisted living facility would be an approximate 30,000 square foot new wood structure situated on the proposed 5 acre parcel bordering US-31 to the North, vacant land to South and West. To the East is a heavily wooded section of approximately 100' that buffers the parcel and Genesis Church. The parcel has access to US-31 via a private drive from West property and that continues to the access drive to East property. Utilities are in place along that drive. The greenbelt between US31 and the access drive will remain as a natural screen from road to our building and is also heavily wooded.
- Our building would be a state licensed "twin-twenty" secured facility. This consists of 20 apartments for assisted living and 20 apartments for memory care residents. The demographics of these residents are adult aged, mostly elderly.
- Our facility would employ approximately 35-40 local community members. We would take care of our residents activities of daily living needs, such as personal care, meals, passing of medications, laundry and cleaning services. We would use approximately 400 gallons of water daily. Our sewage use would be directly connected to that number. Our sister facility did not have much impact on the traffic flow to the area.
- The area in which we are proposing this new facility has minimal animal habitat at this time. Heavily wooded flat terrain with wetlands already determined and surveyed. There would be some trees that would need to be cleared, however, this should not impact the wildlife due to the abundance of wetlands and undeveloped wooded land in its surroundings. The proposed site is not on a waterway, therefore would not affect the shoreline. Our current facility neighbors are not affected by our presence. Our noise level is minimal.
- At our current facility, the community has been affected in several ways. They have been very welcoming and appreciative of our presence. They have welcomed us with open arms, and we have responded. We are supporters and sponsors of our local ball teams, schools and community projects. We have employed community members and our care for our residents is top notch. Our Sanford facility was named Midland Daily News the #1 choice in Assisted Living Facility in their Readers Choice Awards after a short 8 months in operation and for the last 6 years continues to be awarded. Our reputation for care speaks for itself.

Hayes Township

Charlevoix County

Notice of Public Hearing

The Hayes Township Planning Commission will hold a Public Hearing on Tuesday, March 18, 2025 at 7:00p.m. at the Hayes Township Hall to accept comments from the public regarding a request for a Special Use Permit for a new 40 bed assisted living and memory care facility. Comments may be submitted in writing or verbally at the meeting or submitted prior to the meeting by mail to Hayes Township Planning Commission, 09195 Major Douglas Sloan Road, Charlevoix, Michigan, 49720, or by email to Zoning@hayestownshipmi.gov no later than 4:00 pm on Monday, March 17, 2025.

Tax Identification Number 15-007-119-007-20

Located on US 31 North, Charlevoix MI 49720

Zoning District: Neighborhood Commercial

Applicant: Charlevoix Club Park LLC

The Hayes Township Zoning Ordinance under Section 4.10 Neighborhood Commercial district Uses Subject to Special Use Permit allows for Child or adult daycare facilities serving more than six clients, group foster care facilities and convalescent or nursing homes. Article VII: Supplemental Site Development Standards of the Hayes Township Ordinance outlines the specific regulations for Nursing Homes, and Assisted Living Facilities within Hayes Township.



clerk hayestownshipmi <clerkhayestownshipmi@gmail.com>

Thank you for placing your order with us.

1 message

Petoskey Legals <PetoskeyNRLegals@gannett.com>
To: clerkhayestownshipmi@gmail.com

Wed, Feb 19, 2025 at 2:43 PM

THANK YOU for your ad submission!

This is your confirmation that your order has been submitted. Below are the details of your transaction. Please save this confirmation for your records.

We appreciate you using our online self-service ads portal, available 24/7. Please continue to visit Petoskey News-Review's online Classifieds [HERE](#) to place your legal notices in the future.

Changes and/or cancellations may not be honored up to 2 business days prior to your first publication date.

Job Details

Order Number: **LPET0244493**
Classification: Govt Public Notices
Package: General Package
Additional: 1 Affidavit \$10.00
Options: Total payment: \$119.04

Schedule for ad number LPET02444930

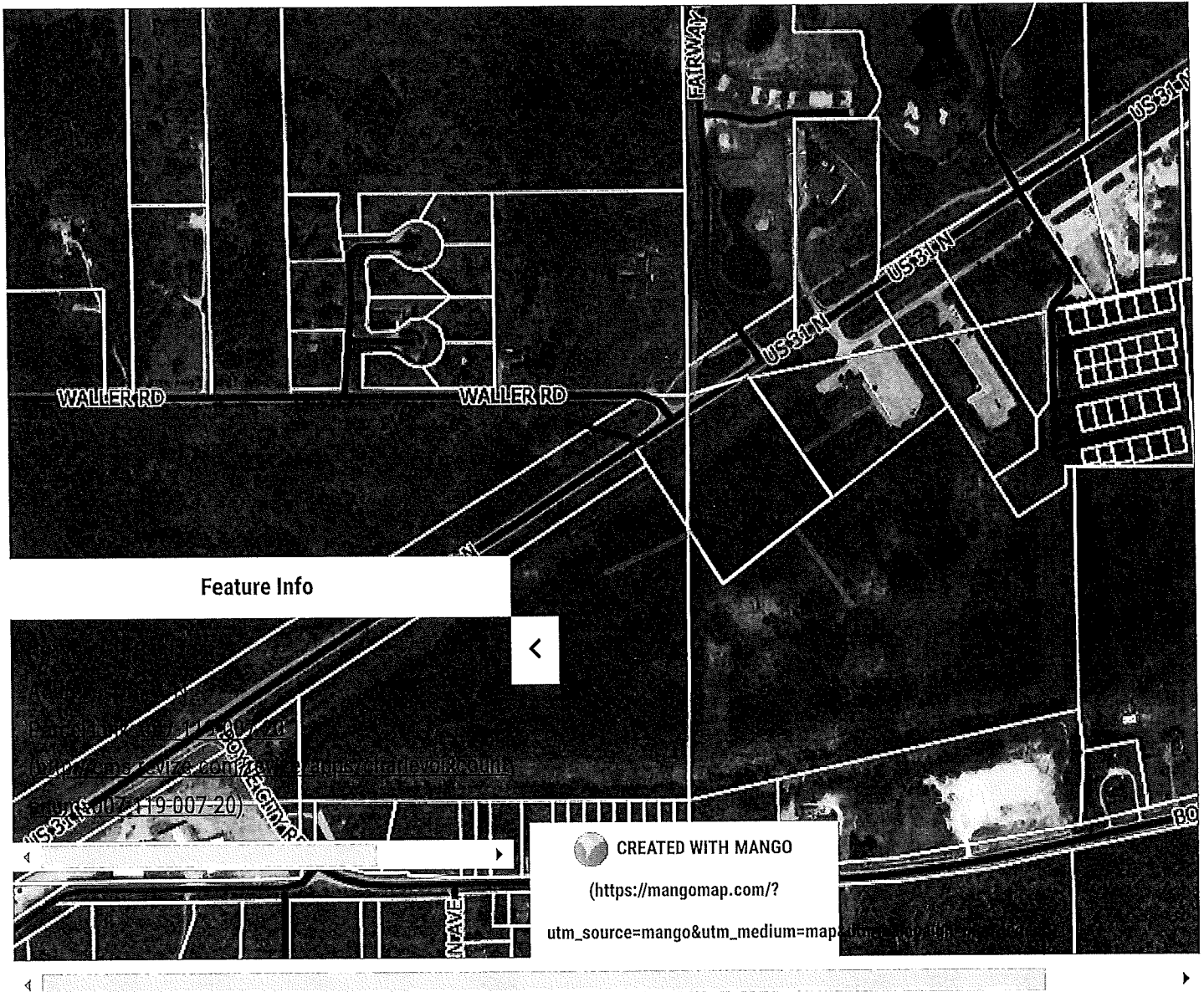
Sat Feb 22, 2025
Petoskey News-Review All Zones

Account Details

Hayes Township
9195 Major Douglas Sloan RD
Charlevoix, MI 49720-9053
231-547-6961
clerkhayestownshipmi@gmail.com
Hayes Township

February 22 2025
21E T074493

LI COMMON TO SD SEC 19 AND 24 TH AL THE AFORE LI N1°00'51"W 51.71 FT TO THE POB BEING A PT OF THE SW 1/4 OF THE SW 1/4 OF SEC 18 1/4 A PT OF THE NW 1/4 OF THE NW 1/4 OF SEC 19 1/4 AND A PT OF THE NE 1/4 OF THE NE 1/4 OF SEC 24 T34N R8W AND CONTAINING 5.435A SPLIT ON 01/11/2022 FROM 007-118-004-35, 007-119-007-15;



© 2025 Charlevoix County

Notices Sent 2-19-25

Viewing Parcel Number: 007-119-007-20

Parcel Details

Assessing City/Township:	Hayes Township
Property Address:	US 31 N CHARLEVOIX, MI 49720
Owner Information:	CHARLEVOIX CLUB PARK LLC 203 BRIDGE ST CHARLEVOIX, MI 49720
Property Class:	202 - Commercial - Vacant
Taxable Status:	TAXABLE
School District:	15050 - Charlevoix
P.R.E. Percentage:	0%
Current SEV:	\$20,100
Current Taxable Value:	\$16,647
Prior Year SEV:	\$20,100
Prior Year Taxable Value:	\$15,855

Sales Information

Date	Document Type	Liber/Page	Sales Price
12/30/2021	WD	1332/780	\$0

Tax Description

ALL THAT PART OF THE FOLLOWING DESC LOCATED IN HAYES TWP: LAND LOCATED CHX AND HAYES TWP CHX CNTY MI BEGINNING AT A CHX CNTY MONUMENT AT THE COR COMMON TO SEC 18 AND 19 AND SEC 13 AND 24 T34N R8W TH AL THE LI COMMON TO SD SEC 18 AND 19 N76°04'44"E 126.14 FT TO THE C/L OF HWY US-31 TH AL SD C/L N55°58'21"E 80.06 FT TH S34°01'39"E 29.31 FT TO A 1/2 ROD ON SD SEC LI TH CON S34°01'39" E 45.69 FT TO A 1/2 ROD ON THE SELY LI OF SD HWY TH CON S34°01'39"E 427.67 FT TO A 1/2 ROD TH S50°23'32"W 447.54 FT TO A 1/2 ROD TH N34°01'39"W 209.55 FT TO THE LI COMMON TO SD SEC 19 AND 24 TH CON N34°01'39"W 261.64 FT TO A 1/2 ROD ON THE SELY LI OF SD HWY TH CON N34°01'39"W 75.00 FT TO THE C/L OF SD HWY TH AL SD C/L N55°58'21"E 218.73 FT TO THE

LI COMMON TO SD SEC 19 AND 24 TH AL THE AFORE LI N1°00'51"W 51.71 FT TO THE POB BEING A PT OF THE SW 1/4 OF THE SW 1/4 OF SEC 18 1/4 A PT OF THE NW 1/4 OF THE NW 1/4 OF SEC 19 1/4 AND A PT OF THE NE 1/4 OF THE NE 1/4 OF SEC 24 T34N R8W AND CONTAINING 5.435A SPLIT ON 01/11/2022 FROM 007-118-004-35, 007-119-007-15;



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

Zone District: C Permit Number: _____ Fee: _____ Date: 1-22-25

GENERAL INFORMATION

Property Owner Name(s) CHARLEVOIX CLUB PARK LLC

Mailing Address 203 BRIDGE ST. CHARLEVOIX

Telephone 231-6756285 Cell: _____ EMAIL: RIKTHEREGULATOR@gmail.com

PROPERTY INFORMATION

Property Tax ID Number(s) 15-007-119-007-20

Property Address US 31 North (Address not assigned currently)

Contractor To be determined Contractor Contact Information _____

PROPOSED USE OF PROPERTY

Type of Improvement(s) (describe) Proposed assisted living and memory care facility.

New Construction X Reconstruction _____ Addition _____ Sign _____ Other _____

Dimensions of Proposed Structure Varies see plan HEIGHT 30' Max

PROPOSED ZONING PERMIT

Adult foster
Special Use X Type of Special Use care Rezone _____ Land Division/Split Involved? _____

PERMITS & REQUIRED DOCUMENTS

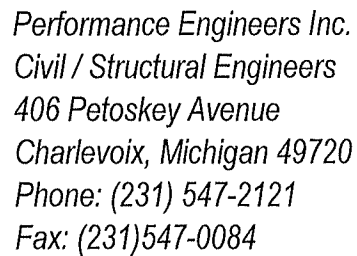
Site Plan Required X Survey Required X Health Dept. _____

Road Commission___ Soil & Erosion X Corps of Engineers__ D.N.R._ D.E.Q._

Owners Signature(s) _____

Zoning Administrator Signature _____

SEE ADDITIONAL PAGES



Date: January 20, 2025

Transmittal No.: 1

TO: Hayes Township

Charlevoix, MI 49720

Regular Mail ☐

Overnight Mail

Hand Delivered ☒Pickup ☐

Codes:

- A - Print
- B - Reproducible
- C - Copy
- D - Specification
- E - Shop Drawing
- F - Diskette
- G - Change Order
- H - Check

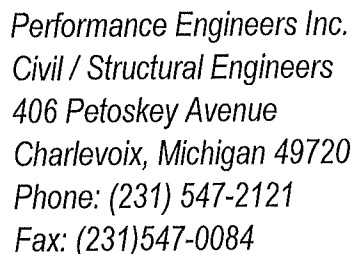
1 - For Construction
2 - For Bids Due _____
3 - For Reference
4 - For Approval
5 - For Review / Comment
6 - As Requested
7 - For Your Use
8 - Preliminary

9 - Approved as submitted
10 - Approved as noted
11 - Returned for corrections
12 - Resubmit _____ copies
13 - Addendum No. _____
14 - Bulletin No. _____
15 -

Remarks: Please give me a call if you have any questions. Cell # 616-706-7192.

CC:

By: David Hendershott



Date: March 10, 2025

PE Job No.: 6569

Transmittal No.: 1

ATTN: Mr. Ron VanZee - Zoning Administrator

TO: Hayes Township

09195 Major Douglas Sloan Rd

Charlevoix, MI 49720

RE: Charlevoix Meadows AFC

We are sending you the following via:

Regular Mail ☐ Overnight Mail ☐

Hand Delivered ☒Pickup ☐

Codes:

A - Print

B - Reproducible

C - Copy

D - Specification

E - Shop Drawing

F - Diskette

G - Change Order

H - Check

1 - For Construction

2 - For Bids Due _____.

3 - For Reference

4 - For Approval

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7 - For Your Use

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9 - Approved as submitted

10 - Approved as noted

11 - Returned for corrections

12 - Resubmit_____copies

13 - Addendum No. _____

14 - Bulletin No. _____

15 -

Remarks: Please give me a call if you have any questions. Cell # 616-706-7192.

CC:

By: David Hendershott

Memo

To: Mr. Ron VanZee, Zoning Administrator Hayes Township
From: Davie Hendershott
Date: March 10, 2025
Re: Charlevoix Meadows Assisted Living and Memory Care Facility
Request for Reduction in Parking

Charlevoix Meadows Assisted Living and Memory Care Facility is requesting a reduction in the amount of required parking and this memorandum documents the reasons for that request.

Assisted living and memory facilities mostly provide services to elderly people. Usually these people are at the point in life where it is not safe for them to be driving anymore and is one of the reasons they need assistance with activities of daily living.

The Hayes Township Zoning Ordinance requests 2 spaces per 1,000 square feet of gross floor area. Based on the overall square footage of the building, the required amount of parking would be 60 spaces. This far exceeds what is required by this type of facility and would require undo cost and would generate additional stormwater runoff that is not necessary.

The owners of this facility have been operating a facility with the same size building in Sanford Michigan. That facility has 24 standard parking spaces and 2 barrier free. Maximum number of employees on any one shift is 10 and the amount of family and guests at any one time are limited. The twenty-six spaces has been more than adequate based on their operational history. Charlevoix Meadows is proposing 24 spaces with room for 8 deferred. The deferred spaces could be constructed if there was ever an issued with adequate parking.

Dave Hendershott

From: Chuck Vondra <vondrac@charlevoixcounty.org>
Sent: Monday, March 10, 2025 11:18 AM
To: Dave Hendershott
Subject: RE: Charlevoix Meadows 40 Bed AFC

Dave,

I have reviewed the site plan proposed for Charlevoix Meadows.
I can not see anything different than we talked about and do not see any problems with the project from our perspective.

Chuck

From: Dave Hendershott <daveh@performanceeng.com>
Sent: Monday, March 10, 2025 9:08 AM
To: Chuck Vondra <vondrac@charlevoixcounty.org>
Subject: Charlevoix Meadows 40 Bed AFC

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hello Chuck,

I hate to bother you, but just wondering if you will have a chance to review/respond to the site plan for Charlevoix Meadows AFC.

Let me know if you have any questions.

thanks,

Dave Hendershott, P.E.

Senior Civil Engineer

Performance Engineers, Inc.

406 Petoskey Avenue

Charlevoix, MI 49720

(231) 547-2121 office

(616) 706 - 7192 cell

Dave Hendershott

From: Dan Thorp <fire@charlevoixtownship.gov>
Sent: Wednesday, March 5, 2025 7:55 PM
To: Dave Hendershott
Subject: Re: Charlevoix Meadows - Site Plan Review

Performance Engineers, INC
Dave Hendershott

I have talked with Dave at his office and looked over the site plan.
We talked about installing a fire hydrant within 500ft. of the fire department connection, and that the fdc be on the front side of building or front corner of the side.
I'm also asking if any canopy going over the drive must have 12ft of clearance.

If you need anything else please let me know.

Thank you

On Tue, Mar 4, 2025 at 7:04 AM Dave Hendershott <daveh@performanceeng.com> wrote:

Thanks Dan. I will reach out to Jesse.

Dave Hendershott, P.E.

Senior Civil Engineer

Performance Engineers, Inc.

406 Petoskey Avenue

Charlevoix, MI 49720

(231) 547-2121 office

(616) 706 - 7192 cell

From: Dan Thorp <fire@charlevoixtownship.gov>
Sent: Monday, March 3, 2025 3:06 PM
To: Dave Hendershott <daveh@performanceeng.com>
Cc: lori.reynaert <lori.reynaert@meridianacres.com>; marty reynaert <martyreynaert@gmail.com>
Subject: Re: Charlevoix Meadows - Site Plan Review

Good Afternoon,

We do not handle EMS.

Jesse Silva is the EMS director 231-622-3073

I will have a letter sent over in the next couple of days.

Thank you.

On Mon, Mar 3, 2025 at 2:19 PM Dave Hendershott <daveh@performanceeng.com> wrote:

Hello Dan,

The Township has asked for a letter from the Fire Department indicating whether you have any concerns with this plan. I think you and I spoke about that the day you stopped by our office.

Do you also handle EMS? If not, do you know who I should talk too?

Let me know if you have any questions or comments. If I could get something by the end of the week, I would really appreciate it.

Thanks,

Dave Hendershott, P.E.

Senior Civil Engineer

Performance Engineers, Inc.

406 Petoskey Avenue

Charlevoix, MI 49720

Dave Hendershott

From: Jesse Silva <jesses@lcemsami.gov>
Sent: Wednesday, March 5, 2025 11:35 AM
To: Dave Hendershott
Cc: Karen Draves; Jason Grainger
Subject: Re: Proposed Charlevoix Meadows Assisted Living and Memory Care Facility
Attachments: 6569 Site Plan.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Dave

Hope your day finds you well. I have reviewed the site plan and appears to be plenty of clearance for our Ambulances. I would like to review actual plans once architect develops them to see 36" doorways, auto openers and canopy clearance among others.

Good Day

Jesse Silva LCEMS Director

CC KD for the file.

From: Dave Hendershott <daveh@performanceeng.com>
Sent: Tuesday, March 4, 2025 9:35 AM
To: Jesse Silva <jesses@lcemsami.gov>
Cc: lori.reynaert <lori.reynaert@meridianacres.com>; marty reynaert <martyreynaert@gmail.com>
Subject: Proposed Charlevoix Meadows Assisted Living and Memory Care Facility

Hello Jesse,

Attached is a copy of the site plan for the above project. Hayes Township has requested that you review the attached plan and let us know if you have any concerns with the project. If you are able to get me something by the end of the week, that would be greatly appreciated.

Thank you,

Dave Hendershott, P.E.
Senior Civil Engineer
Performance Engineers, Inc.
406 Petoskey Avenue
Charlevoix, MI 49720
(231) 547-2121 office
(616) 706 - 7192 cell

- A. Ten (10) copies of the proposed site plan, including all required additional or related information, shall be presented to the Zoning Administrator by the petitioner or property owner or his designated agent at least thirty (30) days prior to the Planning Commission meeting at which the site plan will be considered. The Zoning Administrator shall review the application and information submitted to determine if all required information was supplied. If the Zoning Administrator determines that all required information was not supplied, he or she shall send written notification to the Applicant of the deficiencies. The application for site plan approval shall not proceed until all required information has been supplied. Once a complete application meeting the requirements of this ordinance has been submitted, the Zoning Administrator shall introduce the application at the next meeting and place on the agenda for the following regular meeting.
 - B. The Planning Commission may distribute the site plan to the following agencies or any other agency deemed appropriate for comment prior to consideration for approval.
 - 1) The Charlevoix County Planning Department
 - 2) The Charlevoix County Soil Erosion and Sedimentation Control Officer
 - 3) The Charlevoix County Drain Commissioner
 - 4) The Charlevoix County Road Commission and, if appropriate, the Michigan Department of Transportation
 - 5) District Health Department
 - 6) Local fire and ambulance service providers
 - C. For all waterfront development requiring a Shoreland Landscaping Plan, the Shoreland Protection Subcommittee of the Planning Commission will review the Shoreland Landscaping Plan in accordance with Section 3.14 prior to review by the planning commission.
 - D. Application fees as determined pursuant to **Section 9.05** of this Ordinance shall be paid when the application and site plan are submitted to cover the estimated review costs.
 - E. Where the applicant is dependent upon the grant of any variances by the Zoning Board of Appeals, said favorable action by the Zoning Board of Appeals shall be necessary before the site plan approval can be granted, or the site plan may be approved subject to favorable action by the Zoning Board of Appeals.
 - F. The applicant or his/her representative shall be present at each scheduled review or the matter may be tabled for a maximum of two consecutive meetings due to lack of representation, the application shall be designated as inactive and all fees forfeited.
5. Standards for Granting Site Plan Approval:
- A. The Planning Commission shall approve, or approve with conditions, an application for a site plan only upon a finding that the proposed site plan complies with all applicable provisions of this Ordinance and the standards listed below, unless the Planning Commission waives a particular standard upon a finding that the standard is not applicable to the proposed development under consideration and the waiver of that standard will not be significantly detrimental to surrounding property. The Planning Commission's decision shall be in writing and shall include findings of fact, based on evidence presented on each standard. These standards are listed in subsections 1-11 listed below.

- 1) All elements of the site plan shall be designed so that there is a limited amount of change in the overall natural contours of the site and shall minimize reshaping in favor of designing the project to respect existing features of the site in relation to topography, the size and type of the lot, the character of adjoining property and the type and size of buildings. The site shall be so developed as not to impede the normal and orderly development of surrounding property for uses permitted in this Ordinance.
- 2) The landscape shall be preserved in its natural state, insofar as practical, by minimizing tree and soil removal, and by topographic modifications which result in smooth natural appearing slopes as opposed to abrupt changes in grade between the project and adjacent areas.
- 3) Special attention shall be given to proper site drainage so that removal of storm waters will not adversely affect neighboring properties.
- 4) The site plan shall provide reasonable, visual and sound privacy for all dwelling units located therein. Fences, walls, barriers and landscaping shall be used, as appropriate, for the protection and enhancement of property and for the privacy of its occupants.
- 5) All buildings or groups of buildings shall be so arranged as to permit emergency access by some practical means to all sides.
- 6) Every structure or dwelling unit shall have access to a public street, private road, walkway or other area dedicated to common use.
- 7) All loading and unloading areas and outside storage areas, including areas for the storage of trash, which face or are visible from residential districts or public thoroughfares, shall be screened, by a vertical screen consisting of structural or plant materials no less than six feet in height.
- 8) Exterior lighting shall be arranged as follows:
 - a) It is deflected away from adjacent properties.
 - b) It does not impede the vision of traffic along adjacent streets.
 - c) It does not unnecessarily illuminate night skies.
- 9) The arrangement of public or common ways for vehicular and pedestrian circulation shall respect the pattern of existing or planned streets and pedestrian or bicycle pathways in the area. Streets and drives which are part of an existing or planned street pattern which serves adjacent development shall be of a width appropriate to the traffic volume they will carry and shall have a dedicated right-of-way.
- 10) All streets shall be developed in accordance with any adopted Township private road standards, or if a public road, the County Road Commission specifications.
- 11) Site plans shall conform to all applicable requirements of state and federal statutes and the Hayes Township Master Plan, and approval may be conditioned on the applicant receiving necessary state and federal permits before the actual zoning permit authorizing the special land use is granted.

B. The Planning Commission shall seek the recommendations of the Fire Chief, the Charlevoix County Road Commission, the County Health Department, and the Michigan Department of Natural Resources, where applicable.

6. Approval Site Plan: If approved by the Planning Commission, three (3) copies of the site plan shall be signed and dated by both the applicant and Zoning Administrator or Planning Commission Chair. One signed and dated site plan shall be provided to the applicant; one

- B. Once all required information is submitted, the Zoning Administrator shall forward the application to the Planning Commission for its review under the procedures of this Article.

3. Notice Requirements for Planning Commission Public Hearings

The notices for all public hearings before the Planning Commission concerning requests for special use permits and planned unit developments shall comply with all of the following:

- A. The content of the notice shall include all of the following information:
- 1) A description of the nature of the proposed special use or planned unit development request.
 - 2) A description of the property on which the proposed special use or planned unit development will be located. The notice shall include a listing of all existing street addresses within the property. Street addresses, however, do not need to be created and listed if no such addresses currently exist within the property. If there are no street addresses, other means of identification may be used, such as using tax parcel identification numbers or including a map showing the location of the property.
 - 3) The time, date, and place the proposed special use or planned unit development request will be considered.
 - 4) The address where written comments will be received concerning the proposed special use or planned unit development request and the deadline by which such comments must be received.
- B. The notice shall be published in a newspaper of general circulation within the Township not less than 15 days before the scheduled public hearing.
- C. The notice shall be sent by first-class mail or personal delivery to the owners of the property on which the proposed special use or planned unit development will be located not less than 15 days before the scheduled public hearing.
- D. The notice shall also be sent by first-class mail or personal delivery to all persons to whom real property is assessed within 300 feet of the property on which the proposed special use or planned unit development will be located and to the occupants of all structures within 300 feet of the property on which the proposed special use or planned unit development will be located not less than 15 days before the scheduled public hearing, regardless of whether the property or occupant is located in the Township. If the name of the occupant is not known, the term "occupant" may be used in making notification under this subsection.
- E. After providing the notice required under this section and without further notice, except that as required under the Open Meetings Act, the Planning Commission may adjourn from time to time a duly called public hearing by passing a motion specifying the time, date, and place of the continued public hearing.

4. Standards for granting Special Use Permit

The Planning Commission shall approve, or approve with conditions an application for a special land use permit only upon finding that the proposed special land use complies with the following standards:

A. Allowed Special Land Use

The property subject to the application is located in a Zoning District in which the proposed special land use is allowed.

B. Compatibility with Adjacent Land Uses

- 1) The proposed use subject to a special use permit shall be designed, constructed, operated and maintained so as not to diminish the opportunity for surrounding properties to be used and developed as zoned.
- 2) The proposed special land use will not involve uses, activities, processes, materials, or equipment that will create a substantially negative impact on other conforming properties in the area by reason of traffic, noise, smoke, fumes, glare, odors, or the accumulation of scrap material that can be seen from any public road or seen from any adjacent land owned by another person.
- 3) If deemed necessary by the Planning Commission, the hours of operation that the special use is allowed to operate, be open or otherwise occur, shall be imposed as a condition of approval to ensure compatibility with the surrounding land uses.

C. Public Services

- 1) The proposed special land use will not place demands on fire, police, or other public resources in excess of current capacity.
- 2) The proposed special land uses will be adequately served by public or private streets, water and sewer facilities, and refuse collection and disposal services.

D. Economic Well-Being of the Community

The proposed special land use shall not be detrimental to the economic well-being of the surrounding residents, businesses, landowners, and the community as a whole.

E. Compatibility with Natural Environment

The proposed special land use will not involve uses, activities, processes, materials, or equipment that will create a substantially negative impact on the natural resources of the Township or the natural environment as a whole.

F. Compliance with Specific Standards

The proposed special land use complies with all applicable specific standards required under this Ordinance.

G. Conditional Approvals

The Planning Commission may impose reasonable conditions with the approval of a special use permit, pursuant to **Section 9.03** of this Ordinance.

H. Performance Guarantee Required

The Planning Commission may require an applicant to provide a performance guarantee in connection with the approval of a special use permit, pursuant to **Section 9.06** of this Ordinance.

10. **Motels and Hotels:**

- A. Motels and Hotels shall have a minimum lot width of one hundred fifty (150) feet at the road line.
- B. There shall be at least eight hundred (800) square feet of lot area per guest room.
- C. Each unit shall contain at least a bedroom and bath and a minimum gross floor area of two hundred fifty (250) square feet.
- D. Motels shall provide customary motel services, such as maid service, linen service, telephone and/or desk service, and the use of furniture.
- E. Parking spaces shall be provided subject to the **Section 3.23 Parking and Loading Standards**.

11. **Nursing Homes, and Assisted Living Facilities:**

Nursing and convalescent homes, medical care facilities and similar uses shall meet the following requirements.

- A. The minimum lot size for such facilities shall be five (5) acres.
- B. Such uses shall have access via a public road as the main means of access for residents or patients, visitors, and employees shall be via the road.
- C. Any such facility shall provide a minimum of fifteen hundred (1,500) square feet of outdoor open space for every room used or intended to be used. The open space shall be landscaped and shall include places for walking and sitting. Off-street parking areas, driveways, and accessory uses or areas shall not be counted as required open space.

12. **Public Buildings, Institutions and Places of Worship:**

Public buildings (except public works garages and storage yards), places of worship, public schools, private schools and their local supporting service uses, shall be permitted provided the arrangement of property uses shall minimize the impact on scenic views, and if feasible, the site design shall mitigate negative impacts related to building size, noise, lighting and traffic.

Any uses of church structures or properties for such other purposes as recreation, day care centers, group housing, and the like, shall be separately considered as part of the conditions to granting or denying a special permit in residential districts.

13. **Recreation Camps:**

Recreation camps, recreation lodges and resorts for either profit or non-profit shall be subject to the following conditions:

- A. The use is established on a minimum site of twenty (20) acres.

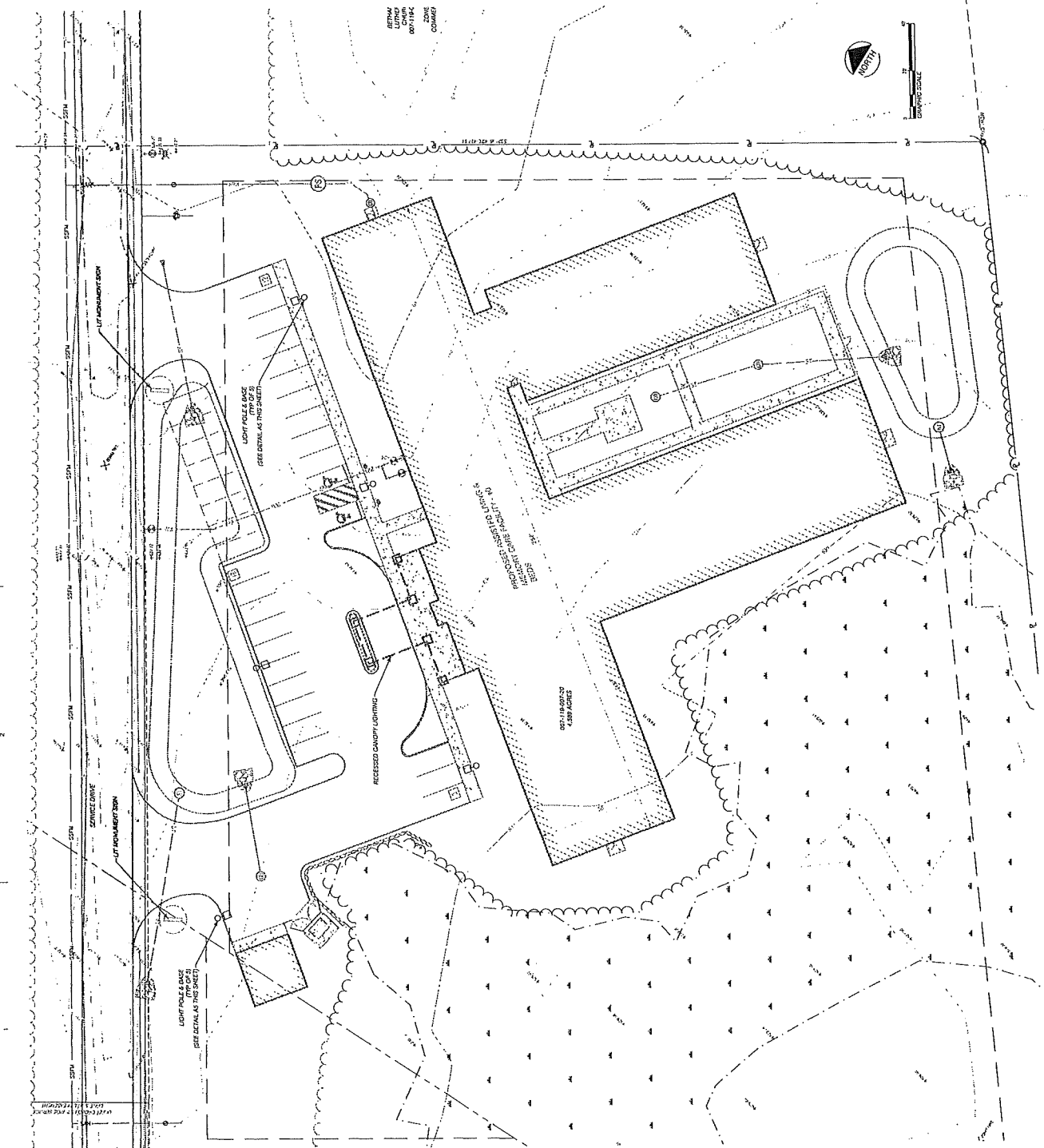
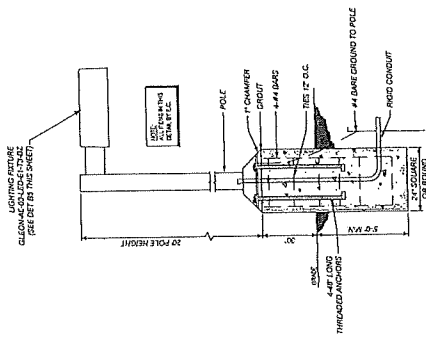
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2	10/1/13	ISSUED FOR PERMIT
3	10/1/13	ISSUED FOR PERMIT
4	10/1/13	ISSUED FOR PERMIT
5	10/1/13	ISSUED FOR PERMIT
6	10/1/13	ISSUED FOR PERMIT
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8	10/1/13	ISSUED FOR PERMIT
9	10/1/13	ISSUED FOR PERMIT
10	10/1/13	ISSUED FOR PERMIT

DESIGNED BY: [Signature]
 CHECKED BY: [Signature]
 DATE: 10/1/13
 SCALE: 1" = 20' (PLAN)
 1" = 10' (SECTION)
 SHEET: E101
 OF: 1

- LIGHTING NOTES**
- ALL LIGHTING FIXTURES TO BE DIRECTED DOWNWARD.
 - LIGHT LEVELS ON ADJACENT PROPERTIES TO BE MAINTAINED.

Light Fixture Detail

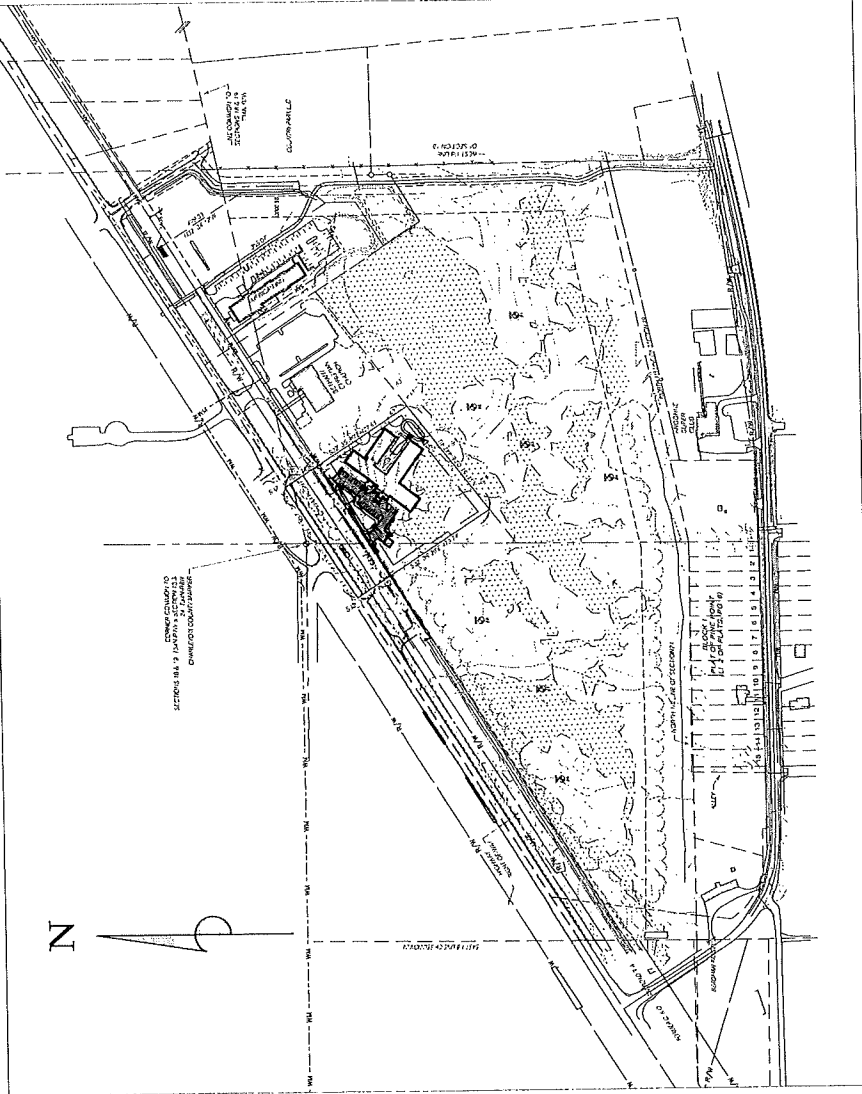
Fixture	Height	Spacing	Notes
Recessed Canopy	10'-0"	12'-0" x 12'-0"	See Detail A5
Wall Mount	8'-0"	12'-0" x 12'-0"	See Detail A5
Recessed Canopy	10'-0"	12'-0" x 12'-0"	See Detail A5
Wall Mount	8'-0"	12'-0" x 12'-0"	See Detail A5



A5 LIGHT POLE DETAIL

CHARLEVOIX MEADOWS

ASSISTED LIVING AND MEMORY CARE FACILITY



A2 OVERALL SITE PLAN

SH. NO.	DESCRIPTION	Sheet Number
C100	TITLE SHEET	C100
C101	SURVEY PLAN	C101
C102	EXISTING CONDITIONS & DEMOLITION PLAN	C102
C103	SITE AND UTILITY PLAN	C103
C104	SITE GRADING AND SECC PLAN	C104
C500	GENERAL NOTES AND SPECIFICATIONS	C500
C501	SITE DETAILS	C501
L101	LANDSCAPE PLAN	L101



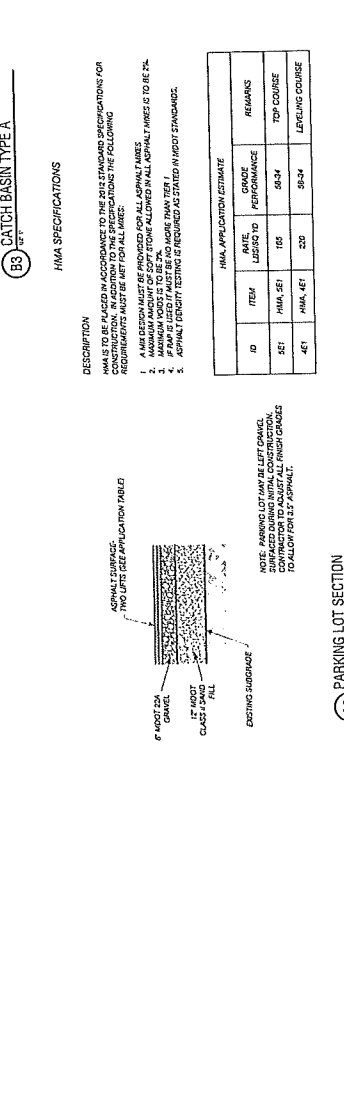
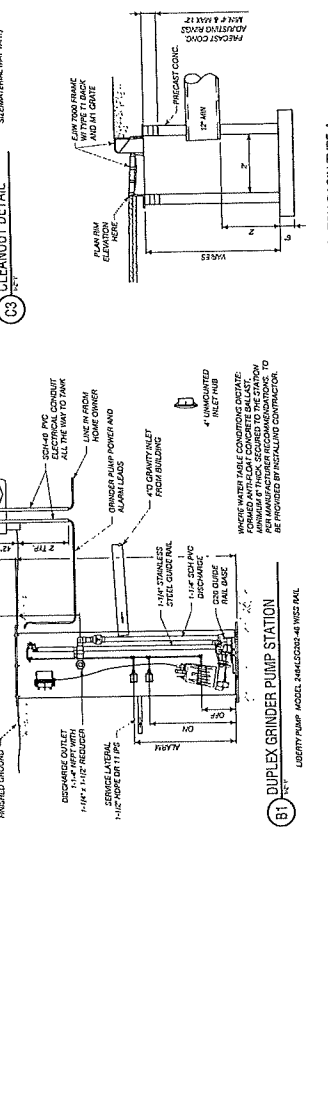
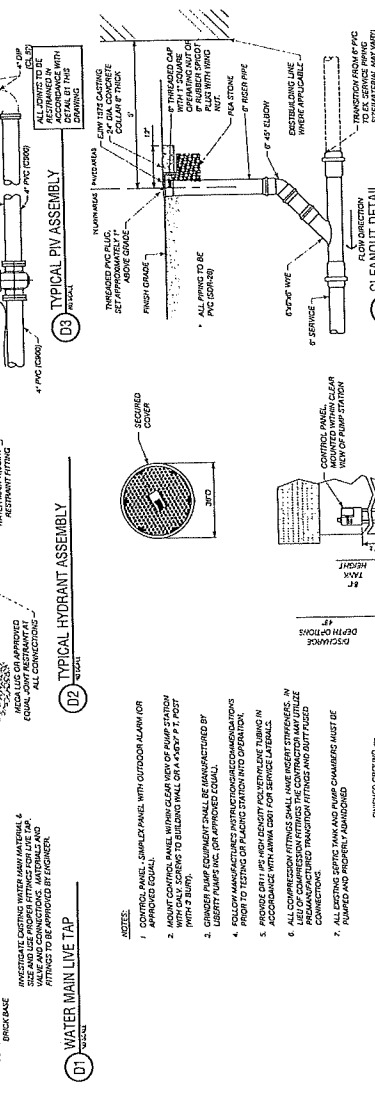
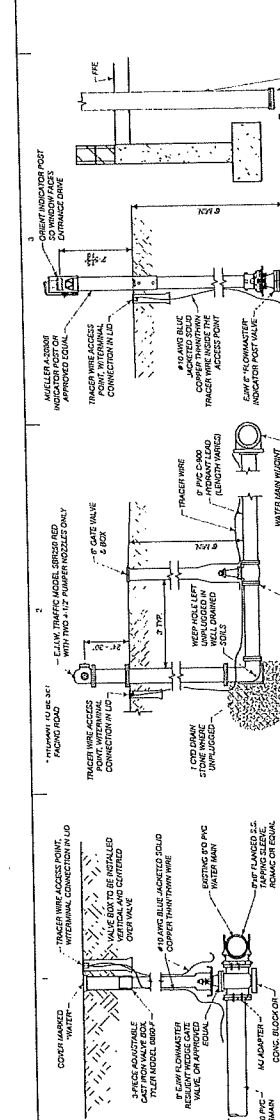
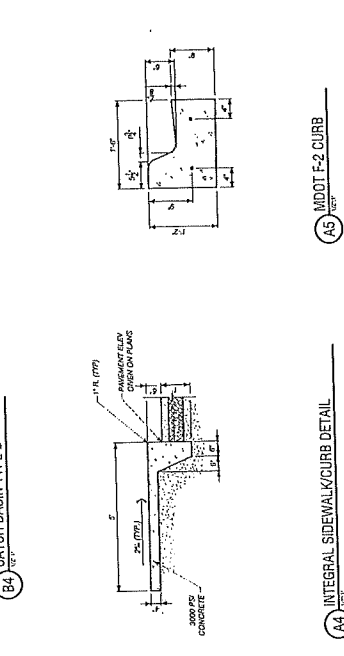
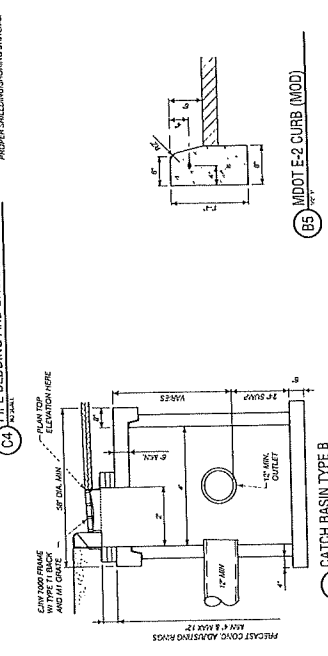
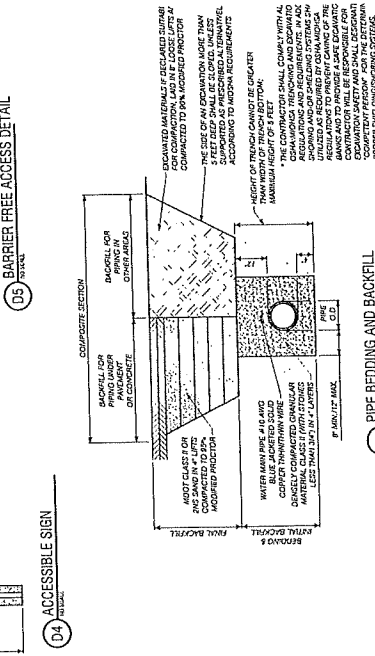
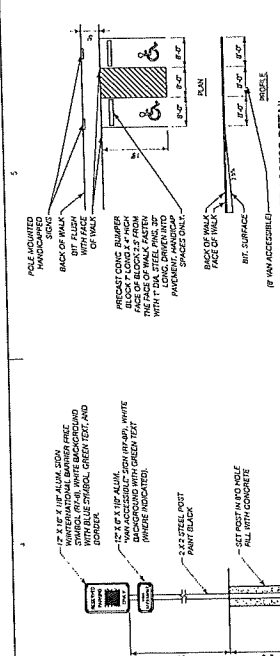
Know what's below.
Call before you dig.

Performance Engineers, Inc.
Civil / Structural Engineering
408 Peabody Avenue 49720
Charlevoix, Michigan 49720
Phone: (231) 547-2121
Fax: (231) 547-0084
www.performanceeng.com

CHARLEVOIX MEADOWS
ASSISTED LIVING & MEMORY CARE FACILITY
PART OF SECTIONS 18A19 13A 19A 19B 19C 19D 19E 19F 19G 19H 19I 19J 19K 19L 19M 19N 19O 19P 19Q 19R 19S 19T 19U 19V 19W 19X 19Y 19Z 19AA 19AB 19AC 19AD 19AE 19AF 19AG 19AH 19AI 19AJ 19AK 19AL 19AM 19AN 19AO 19AP 19AQ 19AR 19AS 19AT 19AU 19AV 19AW 19AX 19AY 19AZ 19BA 19BB 19BC 19BD 19BE 19BF 19BG 19BH 19BI 19BJ 19BK 19BL 19BM 19BN 19BO 19BP 19BQ 19BR 19BS 19BT 19BU 19BV 19BW 19BX 19BY 19BZ 19CA 19CB 19CC 19CD 19CE 19CF 19CG 19CH 19CI 19CJ 19CK 19CL 19CM 19CN 19CO 19CP 19CQ 19CR 19CS 19CT 19CU 19CV 19CW 19CX 19CY 19CZ 19DA 19DB 19DC 19DD 19DE 19DF 19DG 19DH 19DI 19DJ 19DK 19DL 19DM 19DN 19DO 19DP 19DQ 19DR 19DS 19DT 19DU 19DV 19DW 19DX 19DY 19DZ 19EA 19EB 19EC 19ED 19EE 19EF 19EG 19EH 19EI 19EJ 19EK 19EL 19EM 19EN 19EO 19EP 19EQ 19ER 19ES 19ET 19EU 19EV 19EW 19EX 19EY 19EZ 19FA 19FB 19FC 19FD 19FE 19FF 19FG 19FH 19FI 19FJ 19FK 19FL 19FM 19FN 19FO 19FP 19FQ 19FR 19FS 19FT 19FU 19FV 19FW 19FX 19FY 19FZ 19GA 19GB 19GC 19GD 19GE 19GF 19GG 19GH 19GI 19GJ 19GK 19GL 19GM 19GN 19GO 19GP 19GQ 19GR 19GS 19GT 19GU 19GV 19GW 19GX 19GY 19GZ 19HA 19HB 19HC 19HD 19HE 19HF 19HG 19HH 19HI 19HJ 19HK 19HL 19HM 19HN 19HO 19HP 19HQ 19HR 19HS 19HT 19HU 19HV 19HW 19HX 19HY 19HZ 19IA 19IB 19IC 19ID 19IE 19IF 19IG 19IH 19II 19IJ 19IK 19IL 19IM 19IN 19IO 19IP 19IQ 19IR 19IS 19IT 19IU 19IV 19IW 19IX 19IY 19IZ 19JA 19JB 19JC 19JD 19JE 19JF 19JG 19JH 19JI 19JJ 19JK 19JL 19JM 19JN 19JO 19JP 19JQ 19JR 19JS 19JT 19JU 19JV 19JW 19JX 19JY 19JZ 19KA 19KB 19KC 19KD 19KE 19KF 19KG 19KH 19KI 19KJ 19KK 19KL 19KM 19KN 19KO 19KP 19KQ 19KR 19KS 19KT 19KU 19KV 19KW 19KX 19KY 19KZ 19LA 19LB 19LC 19LD 19LE 19LF 19LG 19LH 19LI 19LJ 19LK 19LL 19LM 19LN 19LO 19LP 19LQ 19LR 19LS 19LT 19LU 19LV 19LW 19LX 19LY 19LZ 19MA 19MB 19MC 19MD 19ME 19MF 19MG 19MH 19MI 19MJ 19MK 19ML 19MM 19MN 19MO 19MP 19MQ 19MR 19MS 19MT 19MU 19MV 19MW 19MX 19MY 19MZ 19NA 19NB 19NC 19ND 19NE 19NF 19NG 19NH 19NI 19NJ 19NK 19NL 19NM 19NN 19NO 19NP 19NQ 19NR 19NS 19NT 19NU 19NV 19NW 19NX 19NY 19NZ 19OA 19OB 19OC 19OD 19OE 19OF 19OG 19OH 19OI 19OJ 19OK 19OL 19OM 19ON 19OO 19OP 19OQ 19OR 19OS 19OT 19OU 19OV 19OW 19OX 19OY 19OZ 19PA 19PB 19PC 19PD 19PE 19PF 19PG 19PH 19PI 19PJ 19PK 19PL 19PM 19PN 19PO 19PP 19PQ 19PR 19PS 19PT 19PU 19PV 19PW 19PX 19PY 19PZ 19QA 19QB 19QC 19QD 19QE 19QF 19QG 19QH 19QI 19QJ 19QK 19QL 19QM 19QN 19QO 19QP 19QQ 19QR 19QS 19QT 19QU 19QV 19QW 19QX 19QY 19QZ 19RA 19RB 19RC 19RD 19RE 19RF 19RG 19RH 19RI 19RJ 19RK 19RL 19RM 19RN 19RO 19RP 19RQ 19RR 19RS 19RT 19RU 19RV 19RW 19RX 19RY 19RZ 19SA 19SB 19SC 19SD 19SE 19SF 19SG 19SH 19SI 19SJ 19SK 19SL 19SM 19SN 19SO 19SP 19SQ 19SR 19SS 19ST 19SU 19SV 19SW 19SX 19SY 19SZ 19TA 19TB 19TC 19TD 19TE 19TF 19TG 19TH 19TI 19TJ 19TK 19TL 19TM 19TN 19TO 19TP 19TQ 19TR 19TS 19TT 19TU 19TV 19TW 19TX 19TY 19TZ 19UA 19UB 19UC 19UD 19UE 19UF 19UG 19UH 19UI 19UJ 19UK 19UL 19UM 19UN 19UO 19UP 19UQ 19UR 19US 19UT 19UU 19UV 19UW 19UX 19UY 19UZ 19VA 19VB 19VC 19VD 19VE 19VF 19VG 19VH 19VI 19VJ 19VK 19VL 19VM 19VN 19VO 19VP 19VQ 19VR 19VS 19VT 19VU 19VV 19VW 19VX 19VY 19VZ 19WA 19WB 19WC 19WD 19WE 19WF 19WG 19WH 19WI 19WJ 19WK 19WL 19WM 19WN 19WO 19WP 19WQ 19WR 19WS 19WT 19WU 19WV 19WW 19WX 19WY 19WZ 19XA 19XB 19XC 19XD 19XE 19XF 19XG 19XH 19XI 19XJ 19XK 19XL 19XM 19XN 19XO 19XP 19XQ 19XR 19XS 19XT 19XU 19XV 19XW 19XX 19XY 19XZ 19YA 19YB 19YC 19YD 19YE 19YF 19YG 19YH 19YI 19YJ 19YK 19YL 19YM 19YN 19YO 19YP 19YQ 19YR 19YS 19YT 19YU 19YV 19YW 19YX 19YY 19YZ 19ZA 19ZB 19ZC 19ZD 19ZE 19ZF 19ZG 19ZH 19ZI 19ZJ 19ZK 19ZL 19ZM 19ZN 19ZO 19ZP 19ZQ 19ZR 19ZS 19ZT 19ZU 19ZV 19ZW 19ZX 19ZY 19ZZ

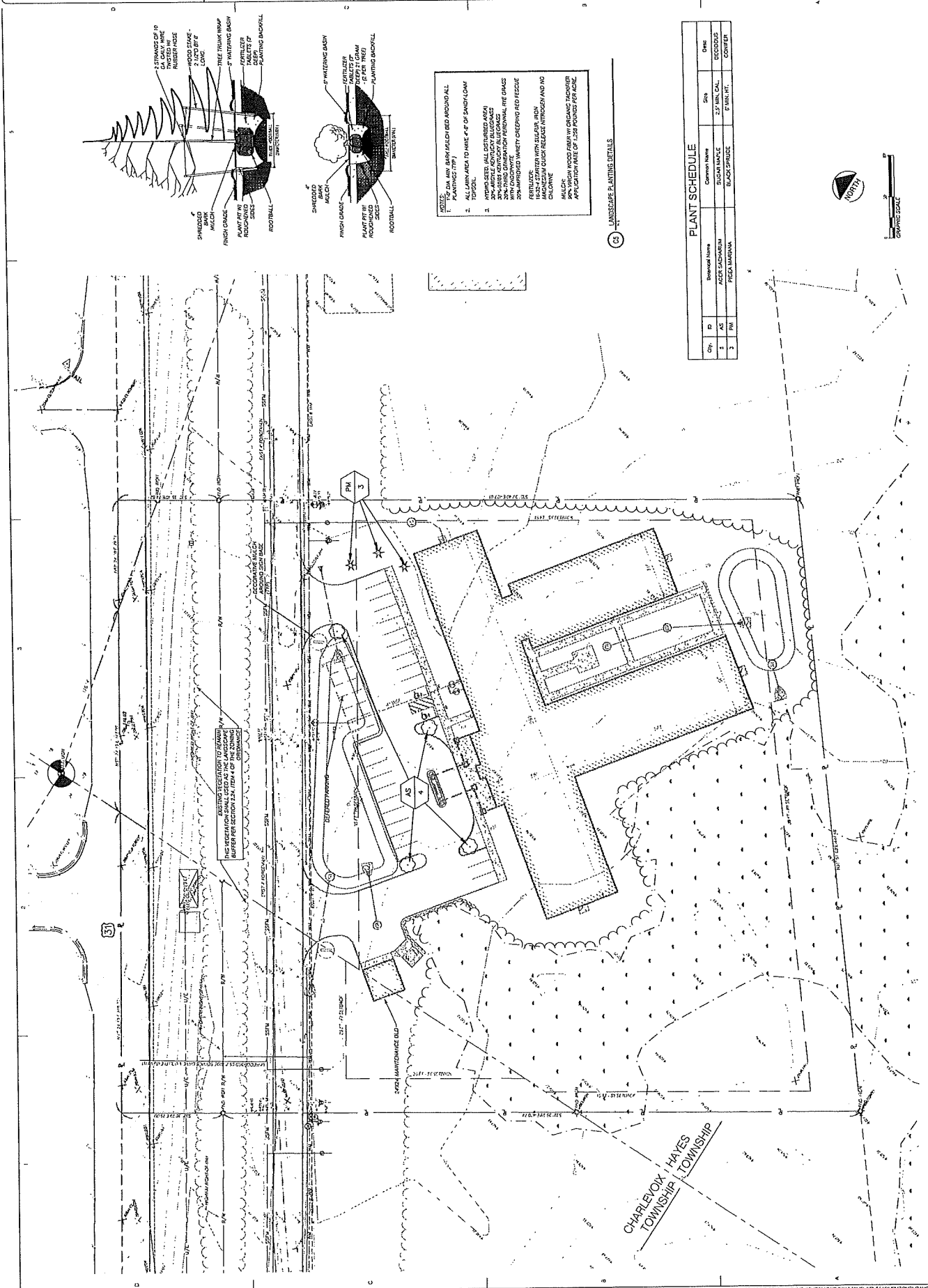
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HMA APPLICATION ESTIMATE				
ID	ITEM	PAVEMENT LESS SQ YD	GRADE PERFORMANCE	REMARKS
521	HMA 5E1	165	50-34	TOP COURSE
4E1	HMA 4E1	230	39-34	LEVELING COURSE

NOTE: PARKING LOT MAY BE LEFT GRAVEL
UNSURFACED DURING INITIAL CONSTRUCTION.
CONTRACTOR TO ADJUST ALL FINISH GRADES
TO ALLOW FOR 3.5" ASPHALT.



[illegible]

3. Uses Subject to Special Use Permit

- A. Public buildings and facilities.
- B. Places of worship and related religious buildings.
- C. Accessory buildings and uses customarily incidental to the above special approval uses

4. Dimensional Regulations

Structures and uses in the Multiple Family Residential District are subject to the area, height, bulk and placement requirements in **Section 4.13 Schedule of Regulations**

Section 4.09 Mobile Home Park District (R-5)

The following provisions shall apply to the Mobile Home Park District (R-5).

1. Intent

The Mobile Home Park District is intended to provide for the location and regulation of mobile home parks. It is intended that mobile home parks be provided with necessary community services in a setting that provides a high quality of life for residents. These districts should be located in areas where they will be compatible with adjacent land uses.

2. Permitted Uses

- A. Single family dwellings
- B. Two family dwellings
- C. Multiple family dwellings
- D. Manufactured or mobile home developments
- E. Parks, playgrounds, recreational areas and community centers.
- F. Co-location of antenna or similar sending/receiving device on an existing tower or alternative tower structure, subject to the provisions of **Section 3.22 Antenna Co-location on an Existing Tower or Structure**.
- G. Home occupations conducted completely inside the residence, subject to the provisions of **Section 3.15 Home Businesses**.
- H. Accessory buildings and uses customarily incidental to the above permitted uses.

3. Uses Subject to Special Use Permit

- A. Public buildings and facilities.
- B. Places of worship and related religious buildings.
- C. Accessory buildings and uses customarily incidental to the above special approval uses

4. Dimensional Regulations

Structures and uses in the Mobile Home Park District are subject to the area, height, bulk and placement requirements in **Section 4.13 Schedule of Regulations**

Section 4.10 Neighborhood Commercial District (C-1)

The following provisions shall apply to the Neighborhood Commercial District (C-1).

1. Intent

The Neighborhood Commercial District is designed to give the Township a local business district that is somewhat more selective than a General Commercial District, to provide for the establishment of small-scale neighborhood and shopping areas, personal services, and professional office areas that are compatible with and of service to township residential uses. Tourist services are also included as being in character with the District.

2. Permitted Uses

- A. Single-family dwellings.
- B. Two-family dwellings.
- C. Public parks, playgrounds or recreation facilities.
- D. Restaurants and bars, except drive-through restaurants.
- E. Retail sales, within an enclosed building, and without a drive through window.
- F. Banks and financial services, except facilities with drive-through windows.
- G. Business and personal services.
- H. Professional offices.
- I. Public utility buildings without storage yards.
- J. Public buildings and facilities.
- K. Civic, social and fraternal organization facilities.
- L. Motels and resorts.
- M. Co-location of antenna or similar sending/receiving device on an existing tower or alternative tower structure, subject to the provisions of **Section 3.22 Antenna Co-location on an Existing Tower or Structure**.
- N. Home occupations conducted completely inside the residence, subject to the provisions of **Section 3.15 Home Businesses**.
- O. Accessory buildings and uses customarily incidental to the above permitted uses.

3. Uses Subject to Special Use Permit

- A. Multiple-family dwellings.
- B. Residential dwellings on the second floor of commercial structures.
- C. Gasoline / Service Station.
- D. Outdoor sales facilities.
- E. Places of worship and related religious buildings.
- F. Child or adult daycare facilities serving more than six (6) clients
- G. Group foster care facilities.
- H. Convalescent or nursing homes.
- I. Carpentry, plumbing and electrical sales, services and contracting offices.
- J. Transmission and Communication Towers, subject to the provisions of **Section 7.01 Supplemental Site Development Standards**.
- K. Commercial Wind Turbine Generator and Anemometer Towers, subject to the provisions of **Section 7.01 Supplemental Site Development Standards**.
- L. Sand and gravel extraction, subject to the provisions of **Section 7.01 Supplemental Site Development Standards**.
- M. Cottage industries conducted outside the residence in the yard, garage or accessory structure, subject to the provisions of **Section 3.15 Home Businesses**.
- N. Accessory buildings and uses customarily incidental to the above special approval uses.

4. Dimensional Regulations

Structures and uses in the Neighborhood Commercial District are subject to the area, height, bulk and placement requirements in **Section 4.13 Schedule of Regulations**

Section 4.11 General Commercial District (C-2)

The following provisions shall apply to the General Commercial District (C-2).

1. Intent

The intent of the General Commercial District is to provide for retail, service, and office development that offers a variety of goods and services to primarily address the needs of Township residents. Because of the variety of business types permitted in the General Commercial District, special attention must be focused on site layout, building design vehicular and pedestrian circulation, and coordination of site features between adjoining uses. Accordingly, it is the intent of this ordinance that commercial development be:

- Compatible in design with adjacent commercial development
- Buffered from or located away from residential areas, and non-commercial uses in coordination with development on adjoining sites

2. Permitted Uses

- A. Public parks, playgrounds or recreation facilities.
- B. Restaurants and bars, except drive-through restaurants.
- C. Retail sales, within an enclosed building, and without a drive through window.
- D. Banks and financial services, except facilities with drive-through windows.
- E. Business and personal services.
- F. Professional offices.
- G. Funeral Homes.
- H. Public utility buildings without storage yards.
- I. Public buildings and facilities.
- J. Civic, social and fraternal organization facilities.
- K. Motels and resorts.
- L. Co-location of antenna or similar sending/receiving device on an existing tower or alternative tower structure, subject to the provisions of **Section 3.22 Antenna Co-location on an Existing Tower or Structure**.
- M. Home occupations conducted completely inside the residence, subject to the provisions of **Section 3.15 Home Businesses**.
- N. One residential dwelling unit, as an accessory use to an on-site commercial/business use.
- O. Accessory buildings and uses customarily incidental to the above permitted uses.

3. Uses Subject to Special Use Permit

- A. Gasoline / Service Station.
- B. Any use permitted in the "C-2" district with a drive-through window.
- C. Places of worship and related religious buildings.
- D. Child or adult daycare facilities serving more than six (6) clients
- E. Group foster care facilities.
- F. Convalescent or nursing homes.
- G. Building materials sales.

3/16/25, 6:28 PM

Gmail - Planning Commission: Charlevoix Club Park, LLC



clerk_hayestownshipmi <clerkhayestownshipmi@gmail.com>

Planning Commission: Charlevoix Club Park, LLC

2 messages

Jim McMahon <jim_mcmahon_iii@yahoo.com> Sat, Mar 15, 2025 at 2:59 PM
To: Kristin Baranski <clerk@hayestownshipmi.gov>, Roy Griffiths <rwgriffits3@gmail.com>, Mark Snyder <synderhp@outlook.com>, "C. T. Martin" <cmagnetics@aol.com>, Carey Cuddeback <ccuddebackpc@gmail.com>, Rex Greenslade <rgreensladevex@gmail.com>, Alexander Curley <acurley.pc@gmail.com>, Matt Cunningham <trustee2@hayestownshipmi.gov>

Re: March 18, 2025, Special Use Permit
Charlevoix Club Park, LLC - Assisted Living Center

Dear Planning Commission members,

Please refer to the recent "2024 Community Survey Results & Recommendations", dated March 11, 2025. Of special interest is the last paragraph, 1st sentence, of the executive summary: "The survey results indicate a strong community desire to preserve the scenic and rural character of Hayes Township while accommodating managed growth and development."

After reviewing the site plans and building elevations, I believe this new assisted living facility complies with the general wishes of the Hayes Township community. My suggestions are that (1) the building and parking lot be placed sufficiently away from the US-31 highway to allow for privacy and highway sound dampening for the benefit of the assisted living center residents and, (2) sufficient and large natural plantings and landscaping be placed in front of the building, along the sides of the building, and along the US-31 roadside so as to be pleasing to the residents, visitors, and people driving by, and to blend-in with the peaceful, scenic nature of Hayes Township.

As a desired landscaping example, I refer you to the pleasant view of the north side of US-31 with the golf course, swim club facility, condos, and church that are all well-maintained and well-groomed with natural landscaping and buildings well-setback from the highway.

I recommend approval of this special use permit conditioned on the practical suggestions that I described above. Hayes Township has many senior residents and property owners who, if it becomes a health and safety necessity, would desire to age and live out their remaining time in their community near home and family. Thank you.

Sincerely,

Jim McMahon
phone: 231-347-9829

JoEllen Rudolph <jobee949@gmail.com> Sat, Mar 15, 2025 at 3:30 PM
To: Jim McMahon <jim_mcmahon_iii@yahoo.com>
Cc: Kristin Baranski <clerk@hayestownshipmi.gov>, Roy Griffiths <rwgriffits3@gmail.com>, Mark Snyder <synderhp@outlook.com>, "C. T. Martin" <cmagnetics@aol.com>, Carey Cuddeback <ccuddebackpc@gmail.com>, Rex Greenslade <rgreensladevex@gmail.com>, Alexander Curley <acurley.pc@gmail.com>, Matt Cunningham <trustee2@hayestownshipmi.gov>

3/16/25, 6:28 PM

Gmail - Planning Commission: Charlevoix Club Park, LLC

Great letter Jim! Thanks for sharing.

When is the PC meeting to approve/deny the permit? I want to write a letter. We need a facility like that in Hayes. I would MUCH rather have that in our township than more commercial retail businesses i.e. traffic increasing, uses. Now a Hayes resident would have to move to Petoskey, Charlevoix or Boyne City to live in assisted living. Jim and I have looked into assisted living options and really don't want to leave Hayes. I don't think Hayes even has the adult foster care facility that was on Upper Bay Shore Rd anymore. So there are few if any options for seniors needing more care.

JoEllen

[Quoted text hidden]

3/16/25, 6:29 PM

Gmail - Planning Commission: DeWitt Marine



clerk.hayestownshipmi <clerk.hayestownshipmi@gmail.com>

Planning Commission: DeWitt Marine

1 message

Jim McMahon <jim_mcmahon_jl1@yahoo.com>

Sat, Mar 15, 2025 at 4:56 PM

To: Kristin Baranski <clerk@hayestownshipmi.gov>, Roy Griffiths <rwgriffits3@gmail.com>, Mark Snyder <snryderhp@outlook.com>, "C. T. Martin" <ctmagnetics@aol.com>, Carey Cuddeback <ccuddebackpc@gmail.com>, Rex Greenstade <rgreenstaderex@gmail.com>, Alexander Curley <acurley.pc@gmail.com>, Matt Cunningham <mrusteez@hayestownshipmi.gov>

Re: March 18, 2025, Special Use Permit
DeWitt Marine

Dear Planning Commission members,

Please refer to the recent "2024 Community Survey Results & Recommendations", dated March 11, 2025. Of special interest is the last paragraph, 1st sentence, of the executive summary: "The survey results indicate a strong community desire to preserve the scenic and rural character of Hayes Township while accommodating managed growth and development."

The DeWitt Marine business and sales site is the direct opposite of the Hayes Township community's expectations and desire. Their business site is nothing more than a gravel parking lot with a temporary small sales building, a portable-toilet, and pontoon boats in disarray or parked on the MDOT right-of-way between the service road and US-31. It's the antithesis of a desired professional, business site.

With all due respect, this business site and operation is unsightly. Simply stated, this business operation is unacceptable!!! It does not live up to what other businesses have provided in Hayes Township and surrounding communities.

In contrast to this DeWitt Marine's business site, I refer you to the nearby pleasant views (across the street) on the north side of US-31 with the golf course, swim club facility, condos, and church that are all well-maintained and well-groomed with natural landscaping and buildings well-setback from the highway.

Regarding DeWitt Marine's desire to display large pontoon boats between the service road and US-31, I understand their desire to grab the attention of automobile drivers along US-31. However, the boats are so large that all drivers' attention is grabbed, even if they were displayed on their gravel parking lot, away from US-31 on the south side of the service drive. This business and sales site is certainly not in compliance with the community's wishes. Compare this business site to the Subaru dealership operation in Hayes Township near Bay Shore.

I recommend **rejecting or tabling** DeWitt Marine's plans and requests until they have re-submitted professional drawings, elevations, and time schedules of their site development. Additionally, there

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1/2

3/16/25, 6:29 PM

Gmail - Planning Commission: DeWitt Marine

should be no consideration of their request to display any boats or signage between the service drive and US-31 (i.e., the right-of-way), during any season (even during the in-season period). Thank you.

Sincerely,

Jim McMahon

phone: 231-347-9829

<https://mail.google.com/mail/u/0/?ik=aab95b931a&view=pt&search=all&permthid=thread-f:1826695122783581249&siml=msg-f:1826695122783581249>

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HAYES TOWNSHIP PLANNING COMMISSION BYLAWS

Adopted January 19, 2010

1 INTRODUCTION

The following rules of procedure are hereby adopted by the Hayes Township Planning Commission to facilitate the performance of its duties as outlined in the Michigan Planning Enabling Act, Public Act 33 of 2008, as amended, hereafter "the Planning Act". These bylaws are also adopted by the Planning Commission for administration of a zoning ordinance as outlined in the Michigan Zoning Enabling Act, hereafter the "Zoning Act".

2 DUTIES OF THE PLANNING COMMISSION

1. Take required action on petitions, staff proposals and Township Board requests for amendments to the Zoning Ordinance.
2. Prepare, adopt and amend the Master Plan as appropriate.
3. Prepare a Planning Commission annual report and budget for the Township Board.
4. Take actions required by the Michigan Zoning Enabling Act, Act 110 of 2006, as amended.
5. Review, deliberate, decide and prepare appropriate findings and final determination documents on all special land use and planned unit development proposals.
6. Prepare special studies and plans as deemed necessary by the Planning Commission or Township Board and for which the Township Board has appropriated any needed funds.
7. Attend training sessions, conferences or meetings as needed to properly fulfill the duties of planning commissioner and for which the Township Board has appropriated any needed funds.
8. Prepare a capital improvements plan if directed by the Township Board.
9. Perform other duties and responsibilities or respond as requested by the Township Board.

3 MEMBERSHIP AND MEMBERS

3.1 NUMBER, TERMS AND QUALIFICATIONS

The Hayes Township Planning Commission shall consist of seven members. Except for ex-officio members, all members shall be appointed for three-year terms. However, of the members (except ex-officio members) first appointed, a number shall be appointed to one-year or two-year terms such that, as nearly as possible, the terms of one-third of all members will expire each year. Vacancies shall be filled for unexpired terms in the same manner as provided for an original appointment. A member shall hold office until his or her successor is appointed.

Planning Commission members shall be qualified electors of the township, except that one member may be appointed who is not a qualified elector of the township.

The Planning Commission membership shall be representative of important segments of the community. The membership also shall be representative of the entire geography of the local unit of government to the extent practicable.

3.2 TOWNSHIP BOARD REPRESENTATIVE TO THE PLANNING COMMISSION

The Township Board representative shall present to the Township Board the recommendations

2. Prepare the minutes of each meeting and add them to permanent records maintained by the township clerk. The minutes shall contain a brief synopsis of the meeting, including attendance, a complete restatement of all motions and record of votes, conditions or recommendations made on any action.
3. Keep a public record of Planning Commission resolutions, transactions, findings and determinations.
4. Post the Hayes Township meeting notices at the Hayes Township Hall and other locations where township notices are posted.
5. Issue formal written correspondence as directed by the Planning Commission.
6. Bring communications, petitions, reports and other written materials to the attention of the Planning Commission chairperson.
7. Issue newspaper notices as may be required by the Planning Commission or by the Hayes Township Zoning Ordinance.

5.2 ZONING ADMINISTRATOR AND PLANNING CONSULTANT

The zoning administrator and planning consultant shall be responsible for the professional and administrative work in coordinating and supporting the functions of the Planning Commission.

5.3 OTHER PROFESSIONAL OR TOWNSHIP STAFF

The Planning Commission may be assisted by other professional or township staff as needed.

6 MEETINGS

6.1 REGULAR MEETINGS

The Planning Commission shall hold no fewer than four regular meetings each year and by resolution shall determine the time and place of regular meetings. Other meetings may be held as necessary. When a regular meeting falls on a legal holiday or when a conflict exists, the Planning Commission shall, if possible, select an alternate meeting date in the same month as the originally scheduled meeting. Notice of regular Planning Commission meetings shall be posted at the Hayes Township Office within 10 days after the Planning Commission's first meeting in each fiscal year, in accordance with the Open Meetings Act.

6.2 SPECIAL MEETINGS

Special meetings of the Planning Commission may be called by the chairperson or by at least two members, upon written request to the Planning Commission secretary. All Planning Commission business shall be conducted at a public meeting held in compliance with the Open Meetings Act. Notice of special meetings shall be given to Planning Commission members at least 48 hours prior to the meeting. This notice shall state the purpose, time and location of the special meeting and shall be posted in accordance with the Open Meetings Act.

6.3 PUBLIC RECORDS

All Planning Commission meetings, minutes, records, documents, correspondence and other materials shall be open to public inspection in accordance with the Freedom of Information Act, except as may otherwise be provided by law.

6.4 QUORUM

A majority of the Planning Commission membership, regardless if vacancies exist or not, shall constitute a quorum for transacting all business and taking all official action. Whenever a quorum is not present, those present may adjourn the meeting to another time and day in accordance with the Open Meetings Act.

chairperson or other Planning Commission member when they intend to be absent from a meeting. Failure to make this notification prior to the meeting shall constitute an unexcused absence. Three (3) unexcused consecutive absences in a calendar year may be cause for removal.

7.2 REMOVAL

Members of the Planning Commission may be removed by the Supervisor, subject to the approval of the Township Board, for misfeasance, malfeasance or nonfeasance in office, following written charges and a public hearing before the township board. The following definitions are from Black's Law Dictionary:

- Misfeasance: "A lawful act performed in a wrongful manner."
- Malfeasance. "A wrongful or unlawful act; especially wrongdoing by a public official."
- Nonfeasance: "The failure to act when a duty to act existed."

7.3 RESIGNATION

A member may resign from the Planning Commission by sending a letter of resignation to the township supervisor.

7.4 VACANCIES

Vacancies shall be filled by the township supervisor, with approval of the Township Board. The successor shall serve out the unexpired term of the member being replaced.

8 CONFLICT OF INTEREST

8.1 DECLARED CONFLICT OF INTEREST

If a member has a conflict of interest, such conflict of interest shall be fully stated on the record. If a question exists whether the circumstances actually present a conflict of interest, the Planning Commission may, by majority vote of the members present, adjourn the case to a specific time, date, and place in order to obtain a written opinion from the township attorney. Once the conflict of interest is declared or confirmed, the Planning Commission member with the conflict of interest shall abstain from participation and voting in the case.

8.3 FAILURE TO DECLARE CONFLICT OF INTEREST

Failure to disclose a potential conflict of interest constitutes malfeasance in office, rendering the member subject to removal as specified in Section 7.2.

9 AMENDMENTS

1. Upon adoption of the Planning Commission bylaws of September 16, 2008 they shall become effective and all previous Planning Commission bylaws, as amended, shall be repealed.
2. These bylaws may be amended at any meeting by a vote of a majority of Planning Commission members, so long as such amendment does not result in a conflict with state law, zoning ordinance or court decision.



February 21, 2025

Hayes Township Board
09195 Major Douglas Sloan Road
Charlevoix, MI 49720

Re: Proposal to invest in the Housing Ready Program in Charlevoix County

Dear Township Board,

As you know, the shortage of housing in Charlevoix County is a huge concern and has been the focus of Housing North and our community partners. Recently, an investment by public and private entities brought the Housing Ready Program to Charlevoix County, and we are seeing positive results in the housing sector. We are seeking your financial support to help us keep that momentum going.

Our Housing Ready Program has become a visible and integral resource in Charlevoix County over the past year. We have connected with units of government and attended public meetings and public hearings in that time. We have been regular speakers at service clubs and other organizations. While it is one thing to give presentations or attend meetings, it is another to put together results, and Housing North has done that. With the support from our Housing Ready Program in Charlevoix County, we are seeing the following successes that are propelling the development of needed housing:

- Provided training to local leaders on Housing Tax Incremental Financing (HTIF), Payment in Lieu of Taxes (PILOT) and Neighborhood Enterprise Zones (NEZ).
- Introduced housing ideas for municipally owned properties across the County.
- Shared resources on key zoning updates across the County and supporting zoning changes for housing in at least six jurisdictions.
- Advocated for the monitoring and regulation of short-term rentals to support long-term housing stability in Charlevoix Township.
- Collaborated with the county school boards to gain support for housing.
- Met and connected with key developers to help with housing ready sites.
- Facilitated conversations with developers to generate interest in city-owned land development opportunities in Charlevoix, St. James, Boyne, East Jordan, Charlevoix Township.
- Supported community-driven efforts to collect housing data through targeted surveys and outreach campaigns.

There is tremendous value in having a technical support housing expert at-the-ready in

Creating pathways and partnerships for housing in Northwest Michigan.

HOUSING NORTH



Northwest Michigan
Rural Housing Partnership

HOUSING READY PROGRAM

2024 CHARLEVOIX HIGHLIGHTS

The Charlevoix County Housing Ready Program has a goal of creating attainable housing opportunities within Charlevoix County, specifically within the cities of Boyne City, Charlevoix, East Jordan and Beaver Island. The Program works with local housing networks, city, county, and township officials, employers, and other stakeholders to help Charlevoix County communities coordinate local housing initiatives and help in the development process.

* RAISING AWARENESS

In Charlevoix County, raising awareness about housing challenges and opportunities has been a critical focus. Through strategic outreach and advocacy, efforts have centered on raising awareness to stakeholders about the importance of innovative housing solutions, leveraging underutilized resources, and implementing zoning reforms to address housing shortages.

* BOOTS ON THE GROUND FOR YOUR COMMUNITY

Working alongside local leaders, the work of the Housing Ready Program in Charlevoix has focused on education, strategic planning, and advocacy. From providing training on critical housing incentives like Tax Increment Financing (TIF), Payment in Lieu of Taxes (PILOT), and Neighborhood Enterprise Zones (NEZ), to collaborating with municipalities on zoning updates that support diverse housing options.

TRAININGS & PRESENTATIONS:

- Neighborhood Enterprise Zone (NEZ) Training in the City of Charlevoix.
- Zoning Updates and Housing Policy Advocacy – Sessions on housing-friendly zoning reforms and enhancements in Charlevoix County.
- Tax Increment Financing (TIF) & Payment in Lieu of Taxes (PILOT) Training in Charlevoix.
- Presentations to school boards to gain support for housing in small school properties that would be suitable for single family housing options in Beaver Island.

WORKED WITH 25+ DEVELOPERS

TO BRING DIFFERENT HOUSING OPTIONS TO THE COUNTY



\$5,000

IN FUNDING SECURED WITH SUPPORT FROM THE HOUSING READY PROGRAM.



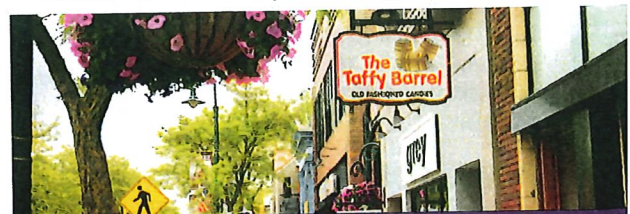
2 HOUSING READINESS GRANTS

SUPPORTED WITH INFORMATION AND GUIDANCE AND ONE MI NEIGHBORHOOD GRANT IN ST. JAMES TOWNSHIP.



STAKEHOLDERS & COMMUNITY PARTNER

- St. James Township
- Boyne City
- East Jordan
- Charlevoix Township
- Bay Township
- Marion Township
- Local School Boards
- Beaver Island Association
- Boyne City Commission
- Boyne City Planning Commission
- East Jordan Planning Commission
- Boyne Area District Library
- Charlevoix County Community Foundation
- City of Charlevoix Planning Commission
- Charlevoix Township Planning Commission.



THE HOUSING READY PROGRAM IN CHARLEVOIX PLAYED A PIVOTAL ROLE IN SUPPORTING ZONING CHANGES THAT LED TO THE CITY OF CHARLEVOIX ELIMINATING SINGLE-FAMILY ZONING. THIS IMPACTFUL SHIFT REPRESENTS A SIGNIFICANT STEP FORWARD IN ADDRESSING HOUSING CHALLENGES.

----- Forwarded message -----

From: JoEllen Rudolph <jobee949@gmail.com>

Date: Sun, Mar 16, 2025 at 2:54 PM

Subject: March 18, 2025, Special Use Permit Charlevoix Club Park, LLC - Assisted Living Center

To: <zoning@hayestownship.mi.gov>

1. I am in favor of approving the Special Use Permit for the Charlevoix Club Park assisted living facility. That is a legitimate need that we have in this area. The assisted living facilities, that I know of, are in Petoskey, Charlevoix and Boyne City. Hayes Township, according to the recent resident landowner survey, appears to be populated by a high number of senior citizens, including many retirees from other areas who have retired here. Most senior citizens prefer moving to an assisted living facility rather than into a nursing home, depending on their physical and mental capacities. This facility would provide more units and options for Hayes residents as well as residents from Charlevoix.

2. The ideal situation would be to locate the building and parking area quite a ways back from the highway. The LTBB of Odawa housing on Murray Road is an excellent example of a multi-family development located unobtrusively quite a ways back from the road, and screened by trees and vegetation. Locating Charlevoix Meadows a good distance from the road would maintain the rural character of Hayes and provide a needed sound buffer for the residents.

3. I would also like the Special Use Permit to be sure to include the condition that the entry onto the highway is from the secondary road that is parallel to the highway. This was mentioned in the Special Use Permit but it was not clear to me if that would be included in the entry/exit road construction plan. As township development and vehicle traffic along the highway corridor increase, driver, bicyclist and pedestrian safety would be best served by limiting the number of driveways that exit directly onto the highway. Considering that some residents of assisted living facilities still drive their cars, and residents will be visited by other senior citizens who drive, limiting the number of driveways onto the highway is a critical safety factor to be included in the Special Use Permit.

4. I also agree that the required large number of parking spaces are not necessary for a facility of this type. I do recommend that the extra "in the future" 8 parking spaces be paved along with the planned 24 spaces as I can see a need for more to accommodate parking for a family event like a birthday party for a resident. I assume Charlevoix Meadows will have a party room that can be used for private family gatherings. The assisted living facilities and nursing homes I am familiar with do and all such facilities should have such a room.

5. My only other area of concern about approval of this Special Use Permit is to make sure the wetlands are not impacted. The permit mentions designing stormwater management that will not discharge runoff from the parking areas and impermeable surfaces into the wetlands. That part of the site plan needs to be studied more critically. The map photos in the permit were hard to see and interpret. I recommend a site visit by 2 representatives from the PC, ideally with a staff member from Tip of the Mitt with wetlands evaluation expertise, should be necessary and appropriate.

Thank you,
JoEllen Rudolph

HAYES TOWNSHIP PLANNING COMMISSION MEETING

Meeting Date:	March 18th, 2025
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Location:

Hayes Township Hall

[illegible]