

MARSHALL CITY PLANNING COMMISSION
Wednesday, February 9, 2022 at 7:00 p.m.
City Hall, Council Chambers, 323 W. Michigan Ave., Marshall, MI

Call to Order

Roll Call

Approval of Agenda

Regular Meeting of the Planning Commission, February 9, 2022

Approval of Minutes

Minutes from the Regular Meeting of January 12, 2022

Public Comments on Agenda Items

Public Hearings

1. Public Hearing on Planning Commission Draft Capital Improvements Plan FY 2022-2028
2. Public Hearing on Zoning Amendment Request #RZ22.01 for 108 N. Park Avenue and 302 W. Michigan Avenue to rezone from POSD-Professional Office Service District to B-3 Neighborhood Commercial District
3. Public Hearing on Zoning Amendment Request #RZ22.02 for 111 N. Grand to rezone from POSD-Professional Office Service District to R-3 Traditional Residential

New Business

1. Recommendation on Planning Commission Draft Capital Improvements Plan FY 2022-2028
2. Recommendation on Zoning Amendment Request #RZ22.01 for 108 N. Park Avenue and 302 W. Michigan Avenue to rezone from POSD-Professional Office Service District to B-3 Neighborhood Commercial District
3. Recommendation on Zoning Amendment Request #RZ22.02 for 111 N. Grand to rezone from POSD -Professional Office Service District to R-3 Traditional Residential
4. Receive Zoning Amendment Request #RZ22.03 for 423 Mitchell Street to rezone from MFRD-Multi Family Residential District to I-1 Research and Technical District
5. Schedule a public hearing for March 9, 2022 for Zoning Amendment Request #RZ22.03 to rezone 423 Mitchell Street from MFRD-Multi Family Residential District to I-1 Research and Technical District
6. Receive Special Land Use Application #SLU22.01 for 606 S. Marshall Avenue from Thana Signor
7. Schedule a Public Hearing for March 9, 2022 for Special Land Use Application #SLU22.01 for 606 S. Marshall Avenue from Thana Signor for a Group Child Care Home.

Old Business

Public Comment on Non-Agenda Items

Reports

Adjournment

**MINUTES
MARSHALL CITY PLANNING COMMISSION
WEDNESDAY, JANUARY 12, 2022**

In a regular session, Wednesday, January 12, 2022 at 7:00 p.m. at City Hall, Council Chambers, 323 West Michigan Avenue, Marshall, Michigan, the Marshall Planning Commission was called to order by Chair Banfield.

ROLL CALL

Members Present: Chair Banfield, Commissioners Fitzgerald, Longyear, McNiff, Reed, Zuzga and Council Liaison Wolfersberger

Members Absent: Commissioners Burke Smith, Hall and Zuck

Staff Present: Michelle Eubank, Administrative Assistant

AGENDA

MOTION by McNiff, supported by Zuzga, to accept the agenda for the Wednesday, January 12, 2022 as submitted. Banfield noted that item 4 under new business needed to be changed to remove the discussion on training and to add setting a public hearing for 111 N Grand for rezoning from POSD to R3.

MOTION by McNiff, supported by Zuzga, to accept the agenda for the Wednesday, January 12, 2022 as amended. On voice vote; **MOTION CARRIED.**

MINUTES

MOTION by McNiff, supported by Zuzga, to accept the minutes from the November 10, 2021 regular meeting. On voice vote; **MOTION CARRIED.**

PUBLIC COMMENTS ON AGENDA ITEMS

None

PUBLIC HEARINGS

None

NEW BUSINESS

MOTION by McNiff, supported by Zuzga to receive and set a public hearing for February 9, 2022 for Planning Commission Draft Capital Improvements Plan 2022-2028.

Banfield stated that the planning commission looks at items that would need a site plan approval and that there are several in this CIP. Zuzga stated that this is simply a planning document, not a budgeting document. She further stated that this helps to prioritize what may go into the budget for the given years. Banfield stated that he highlighted the items that pertained to the planning commission and they are as follows:

Airport item #295- the north perimeter fence

Cemetery Item #711- Cemetery Expansion
DDA #101- South Activation Zone, North Activation zone and the DPW plan
#207- Front parking lot expansion
LDFA #296- Oliver Dr expansion, lift station and pedestrian plan
#247- East side redevelopment infrastructure. Pratt Park future phases and expansions
#248- Emerald Hills phases and pedestrian path
#582- Brook's substation
#101- Storage shed
#208-Athletic Fields and Eaton Park.

Banfield stated that the paving for Fountain St may come in front of the commission due to changes in sidewalk. He stated that the new water treatment plant may or may not come in front of the commission. He further stated that at the public hearing there may be questions on these items, but that staff will be on hand to answer any questions.

On voice vote; **MOTION CARRIED.**

MOTION by McNiff, supported by Zuzga to receive Zoning Amendment Request #RZ22.01 for 108 N Park Ave and 302 W Michigan Ave.

Banfield stated that there is a little explanation in the documents for the request, and the requester is also here to answer any questions, otherwise they are just receiving the request. Wolfersberger questioned why you would rezone 302 W Michigan to B3 when service stations are not allowed in that district. Banfield stated that he was questioning the same thing. Zuzga stated that it is already nonconforming, Banfield stated that the reason for the request to change to B3 is that it is the best fit for the petitioner for their lot and that changing both would make the whole corner zoned the same. He stated there is a plan in the meeting documents showing a structure that is out of compliance as it would be one foot off the property line. He questioned if there needs to be a survey of that corner by a licensed PE, that is also showing the adjoining structures and how long that process would take. Zuzga questioned why it needs to be rezoned to allow her to do the work that she wants to do. Banfield stated that under POSD there would be a minimum of 4 variances that would need to be granted to allow them to do the work, and that by changing it to B3 it fits downtown and the rest of the corner.

On voice vote; **MOTION CARRIED.**

MOTION by McNiff, supported by Reed to schedule a Public Hearing for February 9, 2022 for Zoning Amendment Request #RZ22.01 to rezone 108 N Park Ave and 302 W Michigan Ave from POSD to B3.
On voice vote; **MOTION CARRIED.**

MOTION by Reed, supported by Zuzga to receive and set a Public Hearing for 111 N Grand for rezoning from POSD to R3.

Banfield stated that the request did not have time to get it in writing, but it is directly behind the properties at 108 N Park and 302 W Michigan. He further stated that this would put the property back to what it was previously zoned and in line with the other 2 homes on that same block that were recently changed back to and R3.

On voice vote; **MOTION CARRIED.**

OLD BUSINESS

None

PUBLIC COMMENTS NOT ON AGENDA

None

REPORTS

Banfield stated that he would be gone for the next 2 months and that Vice Chair McNiff will be running the meetings.

ADJOURN

Planning Commission adjourned at 7:27 p.m.

Submitted by,

Michelle Eubank



ADMINISTRATIVE REPORT
February 9, 2022 – Planning Commission Meeting

TO: Planning Commission Members

FROM: William Dopp, Treasurer/Deputy Finance Director
Trisha Nelson, City Clerk

SUBJECT: Public Hearing for Adoption of the July 1, 2022 –
June 30, 2028 Capital Improvement Program

BACKGROUND: Each year the City of Marshall prepares a six-year Capital Improvement Program (CIP) that is formally adopted by City Council. This six-year CIP (spreadsheet attached) is the guide for future capital needs and resource allocation for the City of Marshall.

Beginning in October, staff began to update the previous CIP to address the changes impacting the six-year plan and add the latest fiscal year, 2027-28. The Director's Team assembles the data and analyzes the needs and the potential revenue resources.

Under the Michigan Planning Enabling Act (PA 33 of 2008) and Marshall City Charter, the Planning Commission is required to review the projects proposed in the Capital Improvement Plan that require site plan reviews and to set a public hearing to adopt the CIP for those projects.

RECOMMENDATION: After hearing comments at the public hearing, it is recommended that the Planning Commission approve the July 1, 2022 through June 30, 2028 Capital Improvement Program for those projects that require site plan review.

FISCAL EFFECTS: None.

ALTERNATIVES: As recommended

Respectfully submitted,

323 W. Michigan Ave.

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William Dopp
Treasurer/Deputy Finance Director

Trisha Nelson
City Clerk

FUND	Department	Project Title	Priority Ranking	Estimated Useful Life	Source of Funding	Project Narrative/Purpose	2022-2023 Expenditure	2023-2024 Expenditure	2024-2025 Expenditure	2025-2026 Expenditure	2026-2027 Expenditure	2027-2028 Expenditure	City Expenditure	Other Funds or Grant Share	Total Expenditure	Council - C Planning Council PC
295	Airport	Pavement Marking and Crack Sealing	1	10	General Fund 5%, FAA Allocation 90%, State 5%	Replacement of pavement markings and crack sealing as necessary. Participation in the MDOT crack sealing program to prolong the life of the airport runway and taxiways.		\$1,750		\$1,500			\$3,250	\$61,750	\$65,000	C
295	Airport	North Perimeter Fence	2	20	General Fund 5%, FAA Allocation 90%, State 5%	Design and installation of a fence on the north perimeter of the airport property for safety reasons (wildlife and proximity to new Emerald Hills Development).					\$1,000	\$8,500	\$9,500	\$180,500	\$190,000	C
295	Airport	North Apron and West Parallel Taxiway Rehabilitation	1	15	General Fund 5%, FAA Allocation 90%, State 5%	Engineering and Construction of North Apron and West Parallel Taxiway	\$3,000	\$34,500					\$37,500	\$712,500	\$750,000	C
295	Airport	Airport Master Plan (ALP Update)	2	20	General Fund 5%, FAA Allocation 90%, State 5%	Update of the Airport Master Layout Plan which is used as a guide for future development on the airport grounds. Funding is \$225,000 Federal, \$12,500 State, and \$12,500 City.				\$12,500			\$12,500	\$237,500	\$250,000	C
295	Airport	Land Acquisition	3	50	General Fund/LDFA	Purchase of 66.34 acres from the Udell Trust for airport and Industrial Park expansion. Purchase would have to be funded by City/LDFA and reimbursement for portion used by airport can be pursued using our annual allocation.					\$600,000		\$600,000		\$600,000	PC
TOTAL							\$3,000	\$36,250	\$0	\$14,000	\$601,000	\$8,500	\$662,750	\$1,192,250	\$1,855,000	

711	Cemetery	Cemetery Road Paving Project	2	20	Cemetery Trust Fund	Finishing the drives in the cemetery will provide a clean and solid surface during inclement weather for those visiting their loved ones during a funeral service.	\$18,000	\$18,000					\$36,000		\$36,000	C
711	Cemetery	Cemetery Expansion to Meet Future Demand	2	150	Cemetery Trust Fund	Cemetery has two sections left holding 500 spaces for purchase. The number available will shrink exponentially as families begin having trouble finding blocks of spaces available for family plots. This will drive many to seek alternate locations. \$35,000 Design - \$100,000 Construction.	\$35,000		\$100,000				\$135,000		\$135,000	PC
TOTAL							\$53,000	\$18,000	\$100,000	\$0	\$0	\$0	\$171,000	\$0	\$171,000	

101	DDA	South Activation Zone	2	30	General fund	The City and DDA have embarked on design for a Activation Zone in the area including parking lots 9, 10, and 11 as well as improved garbage management and a social area within Lot 10. On street parking is also part of the project in the 200 block of West Green Street and the 100 block of South Jefferson Street.		\$450,000	\$100,000				\$550,000		\$550,000	PC
101	DDA	North Activation Zone	2	30	General fund	The proposed Social Area will be a 4,000 square foot community area with tables and chairs in the northern portion of lot 10 along the south alley. The proposed trash component will be a coral for business use. The businesses to be served are those located along Michigan Avenue between Eagle Street and Jefferson Streets.				\$450,000		\$100,000	\$550,000		\$550,000	PC
101	DPW	DPW building master plan		2	General Fund	I would like to add a DPW building master plan, to maximize space for the building at 619 Homer Rd. This will help the city understand the changes needed to maximize space.	\$40,000						\$40,000		\$40,000	C
101	City Hall	Generator	1	30	General Fund	Installation of a natural gas generator to provide service to City Hall in the event of an outage. The current generator is not operational. Radio Service for 911 and all city operations depends on a tower at City Hall. A loss of electrical service will cause major issues for 911.	\$40,000						\$40,000		\$40,000	C
101	City Hall	Audio Visual Upgrades	1	10	General Fund	Audio visual upgrades to the Training Room, Conference Room, and Council Chambers. The functionality would allow video conferencing to each room, replace the current council room video and audio systems, provide a smart board function.	\$76,267						\$76,267		\$76,267	C
101	PSB	Generator	1	30	General Fund	Installation of a natural gas generator to provide service to PSB in the event of an outage. This will allow PSB to operate during any long-term loss of electrical service, ensuring reliability for FiberNet and other city departments.	\$100,000						\$100,000		\$100,000	C
101	PSB	Audio Visual Upgrades	2	10	General Fund	Audio visual upgrades to the Training Room and Conference Room.	\$25,837						\$25,837		\$25,837	C
101	City wide	Sidewalk repairs		20	General Fund	Increase monies spent each year on sidewalk repairs to meet the current repair needs in town. Many sidewalk areas are in need of repairs but our current repair spending fall short. Year after year sidewalk repairs are put off which creates liability issues. This increase of monies will help with sidewalk repairs to keep up with repair demands.	\$25,000						\$25,000		\$25,000	C
TOTAL							\$307,104	\$450,000	\$100,000	\$450,000	\$0	\$100,000	\$1,407,104	\$0	\$1,407,104	

207	MRLEC	MRLEC Flooring	3	10	MRLEC Operations	MRLEC building has several carpeted areas that are highly trafficked, The carpet will be 10 years old in 2025			\$50,000				\$50,000		\$50,000	C
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FUND	Department	Project Title	Priority Ranking	Estimated Useful Life	Source of Funding	Project Narrative/Purpose	2022-2023 Expenditure	2023-2024 Expenditure	2024-2025 Expenditure	2025-2026 Expenditure	2026-2027 Expenditure	2027-2028 Expenditure	City Expenditure	Other Funds or Grant Share	Total Expenditure	Council - C Planning Council PC
207	MRLEC	Front Parking Lot Expansion	3	40	MRLEC Operations	A need for additional parking has been identified at MRLEC. There are numerous times each month where the parking lot is overflowing because of trainings or events at MRLEC. The expansion will help solve this issue. The estimated cost (with assistance of the Marshall DPW) of expanding the parking lot is \$50,000. The new section will be added to the 5 year maintenance schedule for resurfacing.		\$50,000					\$50,000		\$50,000	PC
207	MRLEC	MRLEC Roof Repair	1	20	MRLEC Operations	Several leaks in the roof have been located on the MRLEC Barn Building. These leaks have been a problem for many years, and can be traced back to the original contractor. When it rains a significant amount of water leaks through the roof. The estimated cost of fixing the roof is \$40,000. This is in need of being fixed immediately before more related damage occurs. The fix should secure the roof for the next 20 years.		\$40,000					\$40,000		\$40,000	C
207	MRLEC	MRLEC Window Security Film	3	20	MRLEC Operations	After a recent visit by some "civilian auditors" we found a need for added security measures on our windows at MRLEC. Our current windows are clear and are not bullet resistant. Per LEIN regulations all secured areas with LEIN materials must not be open to the public and requires blinds or film to be added to the windows to prevent viewing of this material. In addition, there have been several incidents around the nation where subjects have opened fire on Police Stations. The addition of a reflective ballistic film will add to the security of our facility and add compliance to our LEIN policies. The estimated cost of adding the film is \$24,000 and is estimated to last 20 years.		\$25,000					\$25,000		\$25,000	C
207	MRLEC	Audio Visual Upgrades	2	10	MRLEC Operations	Audio visual upgrades to the Training and EOC Rooms	\$24,805						\$24,805		\$24,805	C
207	MRLEC	Defensive Tactics Room Flooring	3	15	MRLEC Operations	The MRLEC Building was designed with a defensive tactics training room where officers can practice physical control of others and hand to hand fighting. The original plans called for a padded floor but was removed for an unknown reason	\$6,500						\$6,500		\$6,500	C
TOTAL							\$31,305	\$115,000	\$50,000	\$0	\$0	\$0	\$196,305	\$0	\$196,305	

298	Downtown Development Authority	DDA Parking Lots (8,13,14,15)	2	15	DDA Revenues	Mill and pave downtown parking lots #8, 13, 14, 15					\$78,400		\$78,400		\$78,400	C
298	Downtown Development Authority	DDA Parking Lots (1, 4, 5, 6, 7)	2	20	DDA Revenues	Mill and pave downtown parking lots #1, 4, 5, 6, 7			\$115,200				\$115,200		\$115,200	C
TOTAL							\$0	\$0	\$115,200	\$0	\$78,400	\$0	\$193,600	\$0	\$115,200	

296	LDFA	Oliver Drive Extension	3	30	LDFA reserves and possible Bond	Extension of Oliver Drive, water, and sewer infrastructure to serve over 100 acres of undeveloped industrial zoned property				\$550,000			\$550,000		\$550,000	PC
296	LDFA	Udell Property Lift Station	3	30	LDFA reserves and possible Bond	Addition of a new sanitary lift station to serve 100+ acres of industrial zoned property. Exact location of station on property to be determined.					\$400,000		\$400,000		\$400,000	C
296	LDFA	Industrial Park Street Rehabilitation	2	15		Mill and overlay of Adams, George Brown, Brooks, and Wooley Drives in the Industrial Park. Each street is in need of maintenance due to their age and condition.	\$359,700						\$359,700		\$359,700	C
296	LDFA	Pedestrian Path LDFA	2	15		Construction of an 8' wide path connecting the Industrial Park to the south NIA and rest of town. Council has made a goal of increased walkability and we have seen an increased level of pedestrian activity to and from the Industrial Park.				\$166,700			\$166,700		\$166,700	PC
296	LDFA	Pratt Avenue Rehabilitation	2	15		Mill and overlay of Pratt Avenue as it will be in need of maintenance due to age and condition.				\$413,500			\$413,500		\$413,500	C
TOTAL							\$359,700	\$0	\$0	\$963,500	\$166,700	\$400,000	\$1,889,900	\$0	\$1,889,900	

247	NE NIA	Eastside Redevelopment Infrastructure	1	20	NIA TIF Capture	Infrastructure necessary to allow the redevelopment of the Land Bank property off of East Dr/Mann. Extension of water, sewer, storm sewer, roads, and sidewalks for the development. Does not include electric or fiber extension at this time.		\$1,341,900					\$1,341,900		\$1,341,900	PC
247	NE NIA	Mann Extension	3	20	NIA TIF Capture	Infrastructure necessary to allow the extension of Mann to O'Keefe allowing the development of 10 acres for additional housing opportunities. Extension of water, sewer, storm sewer, roads, and sidewalks for the development.					\$1,520,700		\$1,520,700		\$1,520,700	PC

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247	NE NIA	Pratt Park Future Phases	3	20	NIA TIF Capture	Infrastructure necessary to allow for the development of future phases of Pratt Park for housing opportunities. Extension of water, sewer, storm sewer, roads, and sidewalks for the development.					\$3,172,800		\$3,172,800		\$3,172,800	PC
247	NE NIA	Briarwood Extension	1	20	NIA TIF Capture	Infrastructure necessary to allow the development of Briarwood and the extension of Forest to O'Keefe. Extension of water, sewer, storm sewer, roads, and sidewalks for the development.		\$547,100					\$547,100		\$547,100	PC
TOTAL							\$0	\$1,889,000	\$0	\$0	\$4,693,500	\$0	\$6,582,500	\$0	\$6,582,500	

248	S NIA	Emerald Hills Phase 2	1	20	S NIA TIF Capture	Extension of sewer, electric, fiber, streets, etc. to add or create buildable lots	\$2,161,700						\$2,161,700		\$2,161,700	PC
248	S NIA	Emerald Hills Phase 3	1	20	S NIA TIF Capture	Infrastructure necessary to allow the construction of the third phase of the emerald hills subdivision which includes the planned multi-family units (6 buildings). Extension of water, sewer, storm sewer, roads, and sidewalks for the development.		\$780,000					\$780,000		\$780,000	PC
248	S NIA	Emerald Hills Phase 4	1	20	S NIA TIF Capture	Infrastructure necessary to allow the construction of the fourth phase of the emerald hills subdivision which includes 42 housing units. Extension of water, sewer, storm sewer, roads, and sidewalks for the development.			\$1,142,100				\$1,142,100		\$1,142,100	PC
248	S NIA	Emerald Hills Phase 5	1	20	S NIA TIF Capture	Infrastructure necessary to allow the construction of the second phase of the emerald hills subdivision which is 98 housing units. Extension of water, sewer, storm sewer, roads, and sidewalks for the development.					\$3,550,600		\$3,550,600		\$3,550,600	PC
248	S NIA	Emerald Hills Pedestrian Path	3	15	S NIA TIF Capture	8' wide path built between Circle Drive and the Airport on the east side of South Kalamazoo. This would improve walkability for the proposed development, Fairway meadows, and the surrounding neighborhood. This would be a connection between downtown and the extension of a path from the airport to the industrial park (which is included in LDFA CIP).				\$118,300			\$118,300		\$118,300	PC
TOTAL							\$2,161,700	\$780,000	\$1,142,100	\$118,300	\$3,550,600	\$0	\$7,752,700	\$0	\$7,752,700	

582	Electric	South Substation Improvements	2	40	Electric Fund	The Project includes replacement of two circuit reclosers, addition of transformer protection, removal of 4,160-volt circuit fusing, and repair of various bushings.			\$100,000				\$100,000		\$100,000	C
582	Electric	Supervisory Control and Data Acquisition (SCADA) System Replacement	2	20	Electric Fund	The Electric SCADA System is used to monitor and control various Power Plant and Electric Distribution System functions, including breaker operations, alarms, feeder voltage, current and loads, etc. The existing SCADA System is ten years old. The manufacturer no longer provides hardware or software support for this critical Electric Department equipment. The Project includes purchase and installation of a new SCADA System that will provide even greater functionality.	\$100,000						\$100,000		\$100,000	C
582	Electric	Marshall Hydroelectric Project Regulatory/Compliance Costs	1	N/A	Electric Fund	The Marshall Hydroelectric Project is licensed by the Federal Energy Regulatory Commission (FERC). The FERC license contains various regulatory and compliance requirements, including periodic Part 12D dam safety inspections. A Part 12D inspection is a detailed review of the design, construction, performance, and current condition assessment of the hydroelectric project.	\$200,000						\$200,000		\$200,000	C
582	Electric	Brooks Substation	1	40	LDFA	Design and construct a new 100 MVA 138-kV to 12,470-volt substation in the Industrial Park to provided needed capacity to serve anticipated additional electric requirements of MPM and other Industrial Park customers.	\$6,000,000						\$6,000,000		\$6,000,000	PC

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582	Electric	Replace Tie 1 and 2 underground cable	2	40 years	Electric Fund	A portion of the two main express feeder cables from Pearl St. Substation to the Powerhouse are underground and in a duct system. They have been in service for 35 years and have met their life expectancy. The feeder cables are the main source of power to the City's electric load and are the connection to the grid for the City's internal generation. Because they are a critical component of the electric system the cables should be modernized.	\$700,000	\$700,000					\$1,400,000		\$1,400,000	C
582	Electric	Repair Brick (re-tuck joints & seal)	3	50	Electric Fund	General maintenance of the brick structures. This is a historical site.			\$70,000				\$70,000		\$70,000	C
582	Electric	Replace Windows	3	50	Electric Fund	Existing windows are the original single pane steel framed and not energy efficient. Many of the window sills and frames are deteriorated to the point that water is coming in and further damaging the building.		\$50,000	\$50,000				\$100,000		\$100,000	C
582	Electric	Pearl St. Substation 7.2/12.5 KV Upgrade	2	40	Electric Fund - Revenue Bond	Modernize obsolete 7.2/12.5 KV cubicle breaker and bus systems with open-air system to improve operations and increase safety		\$1,000,000					\$1,000,000		\$1,000,000	C
582	Electric	Pole Replacement and Line Reconstruction	2	40	Electric Fund	Wooden poles have an estimated service life of 33-40 years. To maintain safe, reliable electric service, replacement of old and unsafe poles must be performed on an annual basis.	\$40,000	\$41,200	\$42,436	\$43,709	\$45,020	\$46,371	\$258,736		\$258,736	C
582	Electric	AMI Project	2	20	Electric Fund - Bond	The Automated Metering Infrastructure (AMI) Project consists of hardware, software, communications and metering that will allow electric meters to be read remotely, in the same manner that water meters are now read. The system is designed to reduce operating expenses and provide additional services to customers.		\$900,000					\$900,000		\$900,000	C
582	Electric	Waldon Pond Underground Replacement	2	40	Electric Fund	Replace 40 year old underground electric system in the Waldon Pond Apartment Complex that services approximately 200 customers	\$140,000	\$144,200	\$148,526	\$152,982			\$585,708		\$585,708	C
582	Electric	Circuit Upgrade	2	50	Electric Fund	The municipal electric distribution system currently has two operating voltages, 4,160 volts and 12,470 volts. Circuits on each system cannot be directly tied together for maintenance and reliability purposes, limiting operational flexibility and reliability. The 4,160-volt system has greater resistance losses and less power-carrying capability than if its circuits were operated at 12,470 volts. Staff estimates approximately one-half of the electric distribution system operates at 4,160 volts. These 4,160-volt circuits should be upgraded to 12,470-volt operation as time and funds allow.	\$250,000	\$257,500	\$265,225	\$273,182			\$1,045,907		\$1,045,907	C
TOTAL							\$7,430,000	\$3,092,900	\$676,187	\$469,873	\$45,020	\$46,371	\$11,760,351	\$0	\$11,760,351	

101	Fire	Storage Shed	4	20	General Fund	Fire Department has very little storage area for maintenance equipment. We are currently using an old trailer to store lawn equipment and other limited use items. Marshall High School wood shop teacher has volunteered to build shed if we buy materials. I have material list for a 12X20 storage shed with an overhead door to store all this equipment.	\$7,500						\$7,500		\$7,500	C
101	Fire	Self-Contained Breathing Apparatus	3	10	General Fund/Grants	Our current Self Contained Breathing Apparatus was purchased in the beginning of 2018. They have a life expectancy of 10 to 15 years. This is mandated by MIOSHA and is National Fire Protection Association and Manufactures recommendations. We will need to replace these by the end of 2031.						\$250,000	\$250,000		\$250,000	C
101	Fire	Miscellaneous Fire & Medical Equipment	3	10	General Fund	We have needs for other types of equipment that has not been budget for. These include Fire Hose, Fire Hand Tools, Technical Rescue Equipment, Large Medical Equipment (AED & Chest Compression Device, Backboards ect.). These have no hard life expectancy dates, however every year hose has to be tested and replaced if it fails, same with medical equipment. Hand Tools have a tendency to break during operations. 10 years is a good timeline for most equipment.	\$12,500	\$12,500	\$12,500	\$12,500	\$12,500		\$62,500		\$62,500	C

FUND	Department	Project Title	Priority Ranking	Estimated Useful Life	Source of Funding	Project Narrative/Purpose	2022-2023 Expenditure	2023-2024 Expenditure	2024-2025 Expenditure	2025-2026 Expenditure	2026-2027 Expenditure	2027-2028 Expenditure	City Expenditure	Other Funds or Grant Share	Total Expenditure	Council - C Planning Council PC
101	Fire	Auxiliary Fire Equipment	4	25	General Fund	We have auxiliary equipment such as compressor and fill station for SCBA Bottles and Oxygen Bottles and a hose washer for cleaning soiled fire hose after fires. These are items that will eventually need replaced in the future. They last a long time be we need to plan for replacement through the CIP. Is it better to plan a yearly contribution to CIP or just fund we needed if they need replaced.					\$75,000		\$75,000		\$75,000	C
101	Fire	Replace Fire Engine	1	20	General Fund	Need to purchase new fire engine to replace current 2003 fire engine. Most fire engines have a front line life expectancy of 15 years and if properly maintained can become a reserve apparatus for up to 10 years. We really don't have reserve apparatus we just cover with other front line apparatus and rely on mutual aide response from surrounding townships to fill the gap. When fire engine 12 was purchased it was a demo apparatus. So it was delivered with problems and has been problematic since they had it. With a new versatile fire engine with 1500+ gallon water tank and 1500gpm pump that is properly maintained we should get 25 years of service out of it.	\$700,000						\$700,000		\$700,000	C
101	Fire	Audio Visual Upgrades	2	10	General Fund	Audio visual upgrades to the Training Room	\$21,912						\$21,912		\$21,912	C
101	Fire	Fire PPE Extractor (Washer) & Drying Rack	2	20	General Fund	Our current PPE Washer/Extractor is 28 years old. It is small and is not effectively washing our gear. This is part of the NFPA requirements for maintenance of our new turnout gear. We do not have a PPE drying rack. We just hang gear where we can and wait for them to dry naturally. A drying rack allows us to hang up to 4 complete sets of gear and has a forced air blower attached. Would like ability to use funds approved last year for PPE since we have now received a FEMA grant for them. We will need to use 9100.00 for our match. I would also like to keep the rest and purchase 5 sets of new gear every couple years. This would allow us to have gear that does not come out of compliance all at the same time and in the mean time get us to the new recommendation of a back up set.	\$12,500						\$12,500		\$12,500	C
101	Police, Fire DPW	Community Risk Assessment, Standards of Cover and Long Term Operational Plan	1		General Fund	The MFD seeks to contract with an outside expert to assist them with several CFAI accreditation requirements.	\$60,000						\$60,000		\$60,000	C
TOTAL							\$814,412	\$12,500	\$12,500	\$12,500	\$87,500	\$250,000	\$1,189,412	\$0	\$1,189,412	

661	Motor Pool	2023 Purchases	1	Variable	Motor Pool	Replace 8 units	\$382,000						\$382,000		\$382,000	C
661	Motor Pool	2024 Purchases	1	Variable	Motor Pool	Replace 5 units		\$215,000					\$215,000		\$215,000	C
661	Motor Pool	2025 Purchases	1	Variable	Motor Pool	Replace 6 units			\$203,000				\$203,000		\$203,000	C
661	Motor Pool	2026 Purchases	1	Variable	Motor Pool	Replace 1 unit				\$450,000			\$450,000		\$450,000	C
661	Motor Pool	2027 Purchases	1	Variable	Motor Pool	Replace 1 unit					\$500,000		\$500,000		\$500,000	C
TOTAL							\$382,000	\$215,000	\$203,000	\$450,000	\$500,000	\$0	\$1,750,000	\$0	\$1,750,000	

101	Parks	Stuarts Landing Improvements	2	30	Grants & other	Rehabilitation of Stuart's Landing including the following updates: replace canoe/kayak launch, a new shelter, a linear path around the site, improved shoreline and river access, and related improvements.			\$0				\$0	\$910,000	\$910,000	C
101	Parks	Repair Brooks Fountain	1	25	General Fund	The Brooks Fountain is in need structural repairs	\$750,000						\$750,000		\$750,000	C
101	Parks	Riverwalk Repairs	1	30	General Fund	Replace structural beams along riverwalk. Fix and replace fencing and deckboards. Trim and remove trees throughout riverwalk.	\$50,000						\$50,000		\$50,000	C
101	Parks	Ketchum Park Land Acquisition	2	30	General Fund	Acquire land @ 1111 E. Michigan Ave and 741 E. Montgomery for Ketchum Park expansion.	\$250,000						\$250,000		\$250,000	PC
101	Parks	Athletic Field Renovations	2	7	General Fund	Athletic Field Resurface, clay replacement for pitching areas and batters boxes, level outfield with sand, replace all base pegs, new bases for all fields, fencing repairs	\$75,000						\$75,000		\$75,000	C
101	Parks	Ketchum Park Great Lawn	2	50	General Fund	LOWER KETCHUM COMMONS AND PROMENADE Work related to the establishment of the lower lawn commons, drainage system, and its perimeter pedestrian walkway. Also included is the main path between parking on Montgomery Street and the Rotary Bridge. Construction Cost: \$143,000 Construction and Soft Costs: \$185,900		\$185,900					\$185,900		\$185,900	C
101	Parks	Sand Volleyball Court Renovations	2	20	General Fund	Replace all fencing at Volleyball courts, remove current sand and equipment. Replace with sugar sand. Replace post with new. Replace nets.		\$75,000					\$75,000		\$75,000	C
101	Parks	Skate Park Equipment	4	30	General Fund	Adding up to date & safe skateboard equipment to existing skatepark	\$30,000						\$30,000		\$30,000	C
TOTAL							\$1,155,000	\$260,900	\$0	\$0	\$0	\$0	\$1,415,900	\$910,000	\$2,325,900	

FUND	Department	Project Title	Priority Ranking	Estimated Useful Life	Source of Funding	Project Narrative/Purpose	2022-2023 Expenditure	2023-2024 Expenditure	2024-2025 Expenditure	2025-2026 Expenditure	2026-2027 Expenditure	2027-2028 Expenditure	City Expenditure	Other Funds or Grant Share	Total Expenditure	Council - C Planning Council PC
101	Police	Taser Upgrade	3	5	General Fund	The Police Department issues each sworn officer the Axon Taser X-2 weapon as a less than lethal use of force option. National studies have shown the Taser as an effective means of applying force at a distance, thus minimizing the risks of injury to patrol officers from a physical altercation. Axon only warranties their devices for 5 years, and have typically phased in a newer model every five years. As they are a weapon that can cause injury or death, we should strive to keep the warranty in place. This is both for officer safety (if Taser malfunctions due to age), and to some degree of liability mitigation, as Taser may not legally support us if we are using an out of warranty device.		\$26,000					\$26,000		\$26,000	C
101	Police	Vehicle Changeover	2	5	General Fund	Cover labor to outfit all equipment to new vehicle, buy emergency lighting, radio and equipment console, weapons rack, video camera and radio upgrades, radars, bumpers, cage with restraints, and decal the vehicle for police use.	\$32,000	\$34,000	\$25,000	\$26,000	\$28,000		\$145,000		\$145,000	C

TOTAL \$32,000 \$60,000 \$25,000 \$26,000 \$28,000 \$0 \$171,000 \$0 \$171,000

208	Recreation	Replacement of Athletic Field Light System	2	30	Recreation Fund	The current lights on diamond #1 & #2 are approaching the end of their expected life. The entire system should be replaced.	\$200,000						\$200,000		\$200,000	C
208	Recreation	Seal Coating Athletic Field Parking Lot & Pathways. Striping of Parking Lot	1	12	Recreation Fund	Seal Coating Athletic Field Parking Lot & Pathways is considered routine maintenance.	\$35,000						\$35,000		\$35,000	C
208	Recreation	Ketchum Park Parking Lot	4	15	Recreation Fund	Mill and repave parking lot/paint parking spots						\$35,000	\$35,000		\$35,000	C
208	Recreation	Athletic Field Parking Lot	1	15	Recreation Fund	Mill and repave parking lot/paint parking spots						\$35,000	\$35,000		\$35,000	C
208	Recreation	Eaton Park Development	2	30	Recreation Fund/Local Grants	Construction of a new park facility that would provide pickle ball courts, splash pad, bathroom facility, new ADA improvements for accessing the athletic fields from the south, new playground, parking lots, and a basketball court.	\$1,500,000		\$2,000,000				\$3,500,000		\$3,500,000	PC
208	Recreation	Recreation Athletic Facility	3	30	Grants/Fund Raising	Construction of a Recreation Center that would include 2 basketball courts, community room, etc					\$6,000,000		\$6,000,000		\$6,000,000	PC

TOTAL \$1,735,000 \$0 \$2,000,000 \$0 \$6,000,000 \$70,000 \$9,805,000 \$0 \$9,805,000

202	Major Streets	West Drive and Verona Drive Sidewalks	2	15	Small Urban Grant/Act 51	Sidewalks		\$372,998					\$372,998	\$425,002	\$798,000	C
203	Local Streets	Replace and Mill/Pave High St	2	25	Act 51	Part of the Watermain Replacement Project for High St between Michigan Ave. and Forest St. The watermain replacement will be resurfaced, remaining area will be mill and pave. Sidewalks and ADA ramps will be installed as needed.			\$256,000				\$256,000		\$256,000	C
203	Local Streets	W. Prospect St. Paving	2	25	Act 51/Street Improvement Bond	Resurfacing of W. Prospect St from Mulberry St. to Sycamore St. as part of a watermain replacement project.	\$37,000						\$37,000		\$37,000	C
203	Local Streets	Fountain St. Paving	2	25	Act 51	Part of the Watermain Replacement Project for Fountain St between W. Hanover to Arms St. The watermain replacement will be resurfaced, remaining area will be mill and pave. Sidewalks and ADA ramps will be installed as needed.		\$65,000					\$65,000		\$65,000	C

TOTAL \$37,000 \$437,998 \$256,000 \$0 \$0 \$0 \$730,998 \$425,002 \$1,156,000

590	Wastewater	Wastewater Rate Study	1	4	Wastewater Fund	It has been several years since the City has commissioned a rate study from a consultant. The past few years our rate reviews have been a collaboration between Michigan Rural Water Association and City Staff. MRWA no longer provides this service due to staffing levels. City Staff will be involved with the process but a consultant with appropriate experience will be hire to perform the evaluation and provide rate recommendations.	\$25,000				\$35,000		\$60,000		\$60,000	C
590	Wastewater	Wastewater Laboratory Remodel	3	25	Wastewater Fund	Full remodel of outdated laboratory built in 1975, including cabinets, counter tops, fixtures, flooring, lighting, and lab safety equipment. We plan on retaining much of the existing lab equipment as that has been updated regularly.					\$250,000		\$250,000		\$250,000	C
590	Wastewater	Stand-by Generator at Fountain Street Lift Station	2	20	Wastewater Fund	Purchase and installation of new fully automated, natural gas-driven backup generator for Fountain Street Lift Station. Currently the only means of backup electrical power for Fountain Street Lift Station is a trailerable unit that must be relocated to the site in the event of a power failure. This same unit is needed at any lift station in town that may experience a power failure. Fountain Street is one of the City's more important lift stations. A dedicated unit permanently installed on site will allow the station to operate uninterrupted.	\$70,000						\$70,000		\$70,000	C
590	Wastewater	Channel Monster Cartridge Replacement	2	5	Wastewater Fund	Replace the cutter cartridge in the Channel Monster as recommended by the manufacture.				\$40,000			\$40,000		\$40,000	C

FUND	Department	Project Title	Priority Ranking	Estimated Useful Life	Source of Funding	Project Narrative/Purpose	2022-2023 Expenditure	2023-2024 Expenditure	2024-2025 Expenditure	2025-2026 Expenditure	2026-2027 Expenditure	2027-2028 Expenditure	City Expenditure	Other Funds or Grant Share	Total Expenditure	Council - C Planning Council PC
590	Wastewater	Expand WWTP Property	1	50	Wastewater Fund	Acquire a 5.5 acre portion of the Progressive Dynamics property immediately adjacent to the east property line to allow for expansion of headworks treatment.			\$75,000				\$75,000		\$75,000	PC
590	Wastewater	Muffin Monster cartridge replacement	2	5	Wastewater Fund	Replace the cutter cartridge in the in-line Muffin Monsters as recommended by the manufacture.	\$30,000					\$30,000	\$60,000		\$60,000	C
590	Wastewater	Aeration Blower Replacement	1	15	Wastewater Fund	The current aeration blowers were installed in 1999. Since that time our aeration needs have changed and these blowers provide more air than necessary. Technology has advanced to a level that we can meet today's needs and retain the ability to meet future needs by replacing our current centrifugal blower with one that may be controlled by VFD. The current blowers cannot be controlled by a VFD and must run at full speed.			\$80,000				\$80,000		\$80,000	C
590	Wastewater	Headworks & Equalization Basin Improvements	1	20	Wastewater Fund	Headworks improvements including grit removal and fine screening will extend the life of the downstream equipment.				\$4,000,000			\$4,000,000		\$4,000,000	PC
590	Wastewater	Master Plan	2	10	Wastewater Fund	Update the 2008 Master Plan	\$25,000						\$25,000		\$25,000	C
590	Wastewater	Sewer Lining	1	30	Wastewater Fund	Project will line sewers which have experienced failure and root penetration.	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$360,000		\$360,000	C
590	Wastewater	New Sludge Thickening/De-watering Process	2	20	Wastewater Fund	The current equipment will be 20 years old and the polymer agent used in the process is no longer produced. A suitable replacement is not expected. We have enough polymer to last about 4 years. With a new system, Class A biosolids may be achieved.			\$500,000				\$500,000		\$500,000	C
590	Wastewater	Clarifier Rehabilitation	3	25	Wastewater Fund - Possible Bonds	Rehabilitate concrete and steel structures in each of 4 clarifiers due to age and corrosion. Rehab/Replace clarifier drive mechanisms due to age and wear. Coat all concrete surfaces with marine grade coating.	\$400,000	\$425,000					\$825,000		\$825,000	C
TOTAL							\$610,000	\$485,000	\$715,000	\$4,100,000	\$345,000	\$90,000	\$6,345,000	\$0	\$6,345,000	

591	Water	S. Marshall Ave. Water Main Replacement	2	100	Water Fund	Replace undersized 4" cast iron water main on S. Marshall from Hughes St. to Raymond Rd.	\$186,700						\$186,700		\$186,700	C
591	Water	S. Marshall Ave. Water Main Replacement (Michigan to Spruce)	2	100		Replace undersized 6" cast iron water main on S. Marshall from Michigan to Spruce St. This main was installed in 1958 and will be past it's useful life.						\$301,021	\$301,021		\$301,021	C
591	Water	S. Marshall Ave. Water Main(Spruce to Clinton), line Clinton to Powerhouse	2	100		Replace 4" main on S. Marshall from Spruce to Clinton. This main is undersized and past its useful life. Line water main from Clinton to the Powerhouse. This main can be structurally lined under the railroad tracks and spillway to keep the project cost down.			\$525,520				\$525,520		\$525,520	C
591	Water	Water Treatment Plant SCADA Upgrade	1	20		Replace obsolete SCADA control equipment with new PLCs. This will allow the tracking of more data and the ability to program failures at a much cheaper cost.	\$60,000						\$60,000		\$60,000	C
591	Water	Replace Dump Truck 318	2	25		Replace truck 318 with F550.	\$55,000						\$55,000		\$55,000	C
591	Water	S. Kalamazoo water main lining	2	50		Line water main from Brooks Fountain south to Railroad tracks. Replacement of valves, hydrants and services through the entire area.			\$400,000				\$400,000		\$400,000	C
591	Water	Industrial Rd. Water Main Replacement	1	100		Replace 8" Water Main on Industrial Rd. from S. Kalamazoo to Dobbins and 6" water main on S. Kalamazoo from Industrial to RR tracks. This main has a history of water main breaks and is in need to replacement.	\$750,000						\$750,000		\$750,000	C
591	Water	Hanover St. water main replacement/water main lining	2	100		Replace/line aging 6" water main on Hanover from S. Marshall to S. Kalamazoo. This main is past it's useful life and is known to be in poor condition.					\$500,000		\$500,000		\$500,000	C
591	Water	Replace 10" Cast Iron Water Main on High St.	2	100	Water Fund	Replace 10" water main on High St. from Michigan Ave. to Forest St. Also replace all lead services, hydrants, valves, and connections. The size of the water main and amount of flow is causing water quality issues.			\$500,000				\$500,000		\$500,000	C
591	Water	Replace 6" Water Main on Fountain St.	2	100	Water Fund	Replace 6" water main on Fountain St. from Hanover to Arms St. Currently 6" cast iron with poor water quality.			\$310,000				\$310,000		\$310,000	C
591	Water	500,000 Tower Maintenance	1	25	Water Fund	2019 Maintenance Inspection identified several items that needed to be addressed. These were not critical issues so we have decided to lump them into the 200,000 tower project in 2026.				\$70,000			\$70,000		\$70,000	C
591	Water	200,000 Water Tower Painting	1	15	Water Fund	2019 Water Tower inspection identified that the water tower would need an exterior overcoat in approximately 5-6 years.				\$70,000			\$70,000		\$70,000	C
591	Water	200K Water Tower Paint and Maintenance	1	25	Water Fund	Water Tower inspections in 2019 identified several maintenance problems that need to be addressed in the 200,000 tower.	\$108,000						\$108,000		\$108,000	C
591	Water	Water main lining N. Gordon	2	25		Line 6" water main on N. Gordon between E. Mansion and Forest. Replace fire hydrants, valves and lead services.		\$420,000					\$420,000		\$420,000	C

FUND	Department	Project Title	Priority Ranking	Estimated Useful Life	Source of Funding	Project Narrative/Purpose	2022-2023 Expenditure	2023-2024 Expenditure	2024-2025 Expenditure	2025-2026 Expenditure	2026-2027 Expenditure	2027-2028 Expenditure	City Expenditure	Other Funds or Grant Share	Total Expenditure	Council - C Planning Council PC
591	Water	Lead Service Line Replacement	1	50	Water Fund	Replacement of Lead service lines both on the City side of the service and the Homeowners side of the service. Identification of the homeowners service lines will be accomplished with the meter change-out project starting in December of 2020. The City has	\$78,540	\$80,111	\$80,713	\$83,714			\$323,078		\$323,078	C
591	Water	Water Reliability Study	1	5	Water Fund	It is required by EGLE that every 5 years a water reliability study be completed and submitted to EGLE				\$25,000			\$25,000		\$25,000	C
591	Water	Water Rate Study	2	3		Comprehensive Rate analysis study. Assumed to last 3-4 years	\$25,000						\$25,000		\$25,000	C
591	Water	New Water Treatment Plant	1	60	Water Fund Bond	Replace Water Treatment Plant. Build new iron removal plant on North side of E. Green St. across from existing plant.		\$5,000,000					\$5,000,000		\$5,000,000	PC
591	Water	Replace 6" water main at Walden Pond Apartments	2	100		Replace 6" cast iron water main at Walden Pond Apts. from Verona to Arms. This section of water main is known to have poor water quality and is aging past it's useful life.				\$220,000			\$220,000		\$220,000	C
591	Water	Replace Water Main on W. Prospect	2	100	Water Fund - Bond	Replace aging 6" water main on W. Prospect between Kalamazoo and Mulberry and from between Linden and Verona.	\$585,000						\$585,000		\$585,000	C
591	Water	Water Withdrawal	1	N/A	Water Fund	Per America's Water Infrastructure Act of 2018 The City of Marshall Water Department is required to complete a Reliability Study every 5 years. The Department completed their first study in 2020. This report was required to analyze 20 year water demand versus 20 year water supply for the community. The results are that the Water Department's water supply is not adequate for the anticipated future demand.	\$530,000	\$680,000	\$90,000				\$1,300,000		\$1,300,000	C
591	Water	Lead Service Line Inspection	1	5	Water Fund	Investigate Service materials on both the City owned portion and the Resident owned portion of the water service by potholing around both sides of the curb valves.	\$25,000	\$25,500	\$26,010	\$26,530	\$27,061		\$130,101		\$130,101	C
591	Water	Water Well Overhaul	1	5	Water Fund	Annual water well pump, motor, valves, and piping for wells 1, 2, 3, and 4.	\$25,000	\$25,500	\$226,010	\$26,530			\$303,040		\$303,040	C
TOTAL							\$2,428,240	\$6,231,111	\$1,758,253	\$921,774	\$527,061	\$301,021	\$12,167,460	\$0	\$12,167,460	
GRAND TOTAL							\$17,539,461	\$14,083,659	\$7,153,240	\$7,525,947	\$16,622,781	\$1,265,892	\$64,190,980	\$2,527,252	\$66,679,032	
GENERAL FUND TOTALS							\$2,308,516	\$783,400	\$137,500	\$488,500	\$115,500	\$350,000	\$4,183,416	\$910,000	\$5,093,416	

MARSHALL PLANNING COMMISSION

Staff report for February 9, 2022

To: Planning Commissioners
From: Trisha Nelson, Planning and Zoning Administrator
Subject: Rezoning Request #RZ22.01 – 108 N. Park Avenue and 302 W. Michigan Avenue from POSD (Professional Office Service District) to B-3 (Neighborhood Commercial District)

SUMMARY

Janet Ostrum is requesting to have the property located at 108 N. Park Avenue rezoned from POSD to B-3. In looking at the request, staff is also requesting to have 302 W. Michigan Avenue rezoned to B-3.

BACKGROUND

Janet Ostrum approached the city with a proposed site plan and wishes to add a two-story carriage house addition to her site. Bud's Auto Shop is located at 302 W. Michigan Avenue and that location has been an auto repair shop for many years. The sites are surrounded by POSD to the north on Grand Street and south across Michigan Avenue and to the west along Michigan Avenue it is predominately B-3. The properties are also located in the DDA District.

The Future Land Use Map contained in the Master Plan has the properties characterized as Downtown Mixed Use, which is defined as retail, office, service, entertainment and dining, and upper floor residential and aligns with the B-3 and PSP zoning districts.

Robert Crisp, owner of 302 W. Michigan Avenue, is in support of the rezoning request and understands that auto repair is not a legal use in the POSD or the B-3 zoning districts. In fact, auto repair is only allowed in the B-4 or FS zoning districts. Ms. Ostrum is asking that the Planning Commission consider a zoning amendment for her site to become B-3, which would be the best zoning designation for her service establishment.

The B-3 zoning designation seems to be the best fit for Ms. Ostrum's property. By adding in Mr. Crisp's property, the corner would be zoned the same and we would not face a spot zoning issue.

The Planning Commission must decide whether the requested zoning classification of B-3 is suitable for the properties and work through the rezoning criteria worksheet. Staff has worked through the worksheet and provided their responses to the questions.

After receiving public comment, commissioners are being asked to give a recommendation to City Council. Council will hold a public hearing on the request on March 7, 2022.



Rezoning Criteria

For amendment requests to change, create, extend or reduce a mapped zoning district, the Planning Commission and City Council shall use the following as a guide:

A. The proposed zoning district is more appropriate than any other zoning district, or more appropriate than adding the desired use as a special land use in the existing zoning district.

The proposed rezoning is the most appropriate district as it fits the future land use map and the proposed uses of the property.

B. The property cannot be reasonably used as zoned.

The property is able to reasonably used as zoned.

C. The proposed zone change is supported by and consistent with the goals, policies and future land use map of the adopted City Master Plan. If conditions have changed since the plan was adopted, as determined by the Planning Commission. the consistency with recent development trends in the area shall be considered.

The proposed change is more consistent with the future land use map in the Master Plan.

D. The proposed zone change is compatible with the established land use pattern, surrounding uses, and surrounding zoning in terms of land suitability, impacts on the environment. density, nature of use, traffic impacts, aesthetics, infrastructure and potential influence on property values, and is consistent with the needs of the community.

The proposed zoning change is compatible with the existing land use patter and surrounding uses,

In fact, more compatible than the current district. The proposed use should not impact traffic, aesthetics, or be a negative influence on the surrounding area.

E. All the potential uses allowed in the proposed zoning district are compatible with the site's physical. geological. hydrological and other environmental features.

All proposed uses are consistent with the site's features.

F. The change would not severely impact traffic, public facilities, utilities, and the natural characteristics of the area, or significantly change population density, and would not compromise the health, safety, and welfare of the City.

The proposed change should not impact any of the above items nor should it compromise the Health, safety, or welfare of the city. Fire and Building departments have reviewed the proposal and are in general supportive. Minor changes suggested on fire alarm monitoring and door/windows.

G. The rezoning would constitute and create an isolated and unplanned district contrary to the City Master Plan which may grant a special privilege to one landowner not available to others.

The proposed rezoning is contiguous to the B-3 district to the east and is consistent with the future land use map in the Master Plan.

H. The change of present district boundaries is consistent in relation to existing uses, and construction on the site will be able to meet the dimensional regulations for the proposed zoning district listed in the schedule of regulations.

The existing use is a use allowed by right in the B-3 district. The potential building expansion would meet the setbacks of the B-3 district.

I. There was a mistake in the original zoning classification, or a change of conditions in the area supporting the proposed rezoning.

In staff's opinion, POSD was not a great choice for this area, with the exception of the neighboring Bank. Other neighboring properties were changed to a residential zoning from POSD since the current map was approved.

J. Adequate sites are neither properly zoned nor available elsewhere to accommodate the proposed uses permitted in the requested zoning district.

ZONING DISTRICT AMENDMENT APPLICATION

For Changing Zoning District Designation

Fee: \$200

PROPERTY OWNER NAME (Last, First): Ostrum, Janet

ADDRESS (House Number and Street): 306 N. Marshall Ave.

CITY, STATE, ZIP: Marshall, Michigan 49068

TELEPHONE: 269-781-7777

EMAIL ADDRESS: janet@bayberryhouseint

I would like to rezone my property from office/service to B 3

because I seek to expand my business comporting with 2nd story residential develop
in the CBD.

- ATTACH A LEGAL DESCRIPTION OF PROPERTY TO THIS FORM

ADDRESS OF SUBJECT PROPERTY: 108 N. Park Ave., Marshall

EXISTING AND PROPOSED USE OF PROPERTY: Retail/live work space/studio

NAME, ADDRESS & PHONE NUMBER OF ALL OTHER PERSONS, FIRMS, etc.
HAVING A LEGAL CONNECTION TO THE SUBJECT PROPERTY:

OWNER'S SIGNATURE: Janet E Ostrum DATE: January 4, 2022

-OFFICIAL USE-

CASE # _____ FILING DATE _____ FEE PAID _____ RCD BY _____

APPROVED FOR PC MEETING DATE _____

Grantor	Grantee	Sale Price	Sale Date	Inst. Type	Terms of Sale	Liber & Page	Verified By	Prcnt. Trans.				
Property Address		Class: COMMERCIAL-IMPROV		Zoning: POSD	Building Permit(s)	Date	Number	Status				
108 N PARK AVE		School: MARSHALL PUBLIC SCHOOLS				11/18/1998	PB98-5622	COMPLETE				
Owner's Name/Address		P.R.E. 0% Hist.Dist: X		MAP #: 2								
OSTRUM JANET E 108 N PARK MARSHALL MI 49068		2022 Est TCV 87,075 TCV/TFA: 57.74										
Tax Description		X Improved	Vacant	Land Value Estimates for Land Table 102.102-DOWNTOWN COMMERCIAL								
MARSHALL CITY, LOWER VILLAGE W 44 FT OF S 13 FT OF LOT 4 & N 54 FT OF W 44 FT OF LOT 5 BLK 15.		Public Improvements		* Factors *								
Comments/Influences		Dirt Road		Description	Frontage	Depth	Front	Depth	Rate	%Adj.	Reason	Value
		Gravel Road		<Site Value A> MIN SITE VALUE					18000	100		18,000
		Paved Road		MINIMUM SITE	0.00	44.00	1.0000	0.3830	0	100		0
		Storm Sewer		ACRES BY L USE MINIMUM		0.07	Acres		0	100		0
		Sidewalk				0.07	Total Acres				Total Est. Land Value =	18,000
		Water		Land Improvement Cost Estimates								
		Sewer		Description					Rate	Size	% Good	Cash Value
		Electric		D/W/P: Asphalt Paving					2.66	1040	68	1,881
		Gas		Total Estimated Land Improvements True Cash Value = 1,881								
		Curb										
		Street Lights										
		Standard Utilities										
		Underground Utils.										
		Topography of Site										
		Level										
		Rolling										
		Low										
		High										
		Landscaped										
		Swamp										
		Wooded										
		Pond										
		Waterfront										
		Ravine										
		Wetland										
		Flood Plain										
				Year	Land Value	Building Value	Assessed Value	Board of Review	Tribunal/Other	Taxable Value		
		Who	When	What	2022	9,000	34,500	43,500		23,079C		
		KW	03/30/2020	DRIVE BY I	2021	9,000	32,800	41,800		22,342C		
		SML	12/01/1999	INSPECTED	2020	9,000	30,100	39,100		22,034C		
					2019	8,800	28,200	37,000		21,624C		



The Equalizer. Copyright (c) 1999 - 2009.
Licensed To: City of Marshall, County of Calhoun, Michigan

*** Information herein deemed reliable but not guaranteed***



January 4, 2022

City Of Marshall
323 W. Michigan Ave.
Marshall, MI 49068

Trisha Nelson, City Clerk

Dear Trisha,

As you know, I have submitted a site plan and request for rezoning for the property located 108 N. Park Ave., Marshall. I have owned and operated Bayberry House Interiors at that location since 1988. I am the owner of longest duration since the building was erected in 1834.

Currently, I would like to add a 2 story carriage house addition which would include a second story apartment for my personal use. The ground level addition would be a carriage house to the west with studio workspace to the east. This would create a live work setup and additional space to expand my business. Parking and much needed receiving space would be created with the carriage house/garage space.

The vision for growing my business in this location, in this way, has been a longtime goal. Being contiguous to both the central business district and to historic residential is a unique opportunity for planning in Marshall. Obviously, my building was a dwelling in its early life, so it maintains a desirable aesthetic for my residential neighbors.

Having operated a business here for so long, the location is inextricably linked to my customer base awareness and to my branding. No other location in Marshall is as unique in my humble opinion.

Therefore, I believe rezoning to B-3 would be an ideal action at this time. It would allow the expansion of business in downtown as well as follow through with the live/work and downtown residential direction which has been identified as ideal for our central business district.

Kind Regards,

Janet E. Ostrum, owner
108 N. Park Ave
Marshall, Michigan 49068
janet@bayberryhouseinteriors.com
269-781-7777



January 4, 2022

City of Marshall
323 W. Michigan Ave.
Marshall, MI 49068

Trisha Nelson, City Clerk

Rezoning criteria:

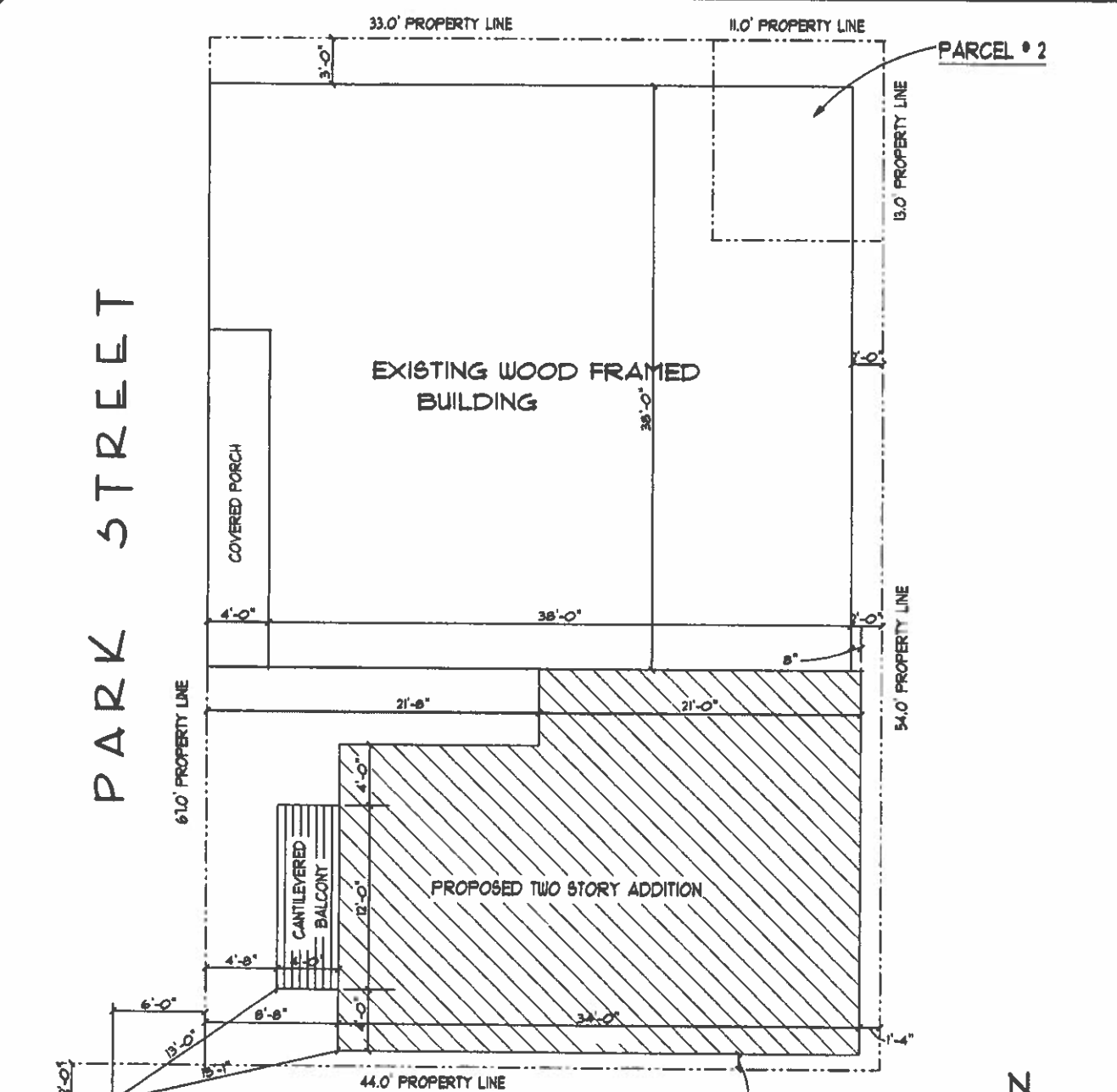
- A. The structure situated at 108 N. Park Ave benefitted from variance for expansion in 1997. Variances were granted for commercial business expansion. Additionally, most adjacent properties used for commercial purposes have been granted variances for dimension or use since that time.
- B. The property has been used commercially for decades. Business has been conducted at the same location, in the same name since 1988. The customer base, business brand are inextricably linked with the location and architecture at this site. Currently, rezoning will serve business expansion and growth at the location while maintaining identity.
- C. The original plat of the City of Marshall holds several unique, repurposed structures. The area around the Brooks Memorial Fountain circle is unique and provides symbolic imagery for residents and visitors. The zoning change proposed would maintain the ability for business to expand while maintaining a complimentary buffer for nearby residential zoned property.
- D. Rezoning will not harm adjacent properties. In fact, great care has been taken to consider the proposed zoning to comport with uses currently allowed which are compatible with the site and neighboring zoning. The overall appeal of the entrance to the community would remain the same or have the potential to be enhanced.
- E. Rezoning would create potential for business expansion and will increase the potential to create value, both real and perceived in the community of Marshall. All while remaining compatible with the features of the site.
- F. Natural character of the area would be maintained.
- G. Rezoning would apply to other commercial establishments in the proposed district which are like the CBD and each other.
- H. Construction on site will better comply with the proposed zoning.
- I. No mistake in prior zoning. Use has changed several times since the site and structure were created in 1834. Progress in the City of Marshall takes place with an eye to future value while maintaining a respect for the past.
- J. See item B.

Respectfully Submitted,

Janet E. Ostrum, owner
108 N. Park Ave.
Marshall, MI 49068
269-781-7777

janet@bayberryhouseinteriors.com

PARK STREET



PARCEL # 2

UTILITY POLE

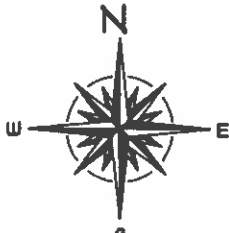
LEGAL DESCRIPTION

PARCEL 1:

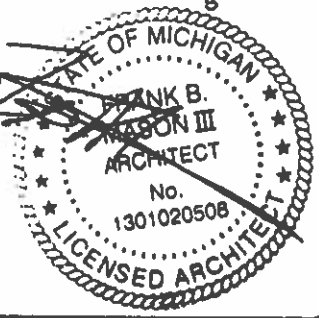
LAND SITUATED IN THE CITY OF MARSHALL, CALHOUN COUNTY MICHIGAN DESCRIBED AS FOLLOWS:
 PART OF LOTS NO. 4 AND 5 BLOCK 13 IN THE VILLAGE (NOW CITY) OF MARSHALL, ACCORDING TO THE PLAN THEREOF RECORDED IN LIBER 3 OF PLATS ON PAGE 7 IN THE OFFICE OF THE REGISTER OF DEEDS FOR CALHOUN COUNTY, MICHIGAN DESCRIBED AS FOLLOWS:
 COMMENCING ON THE WEST LINE OF LOT NO. 4 BLOCK OF 15 OF THE CITY OF MARSHALL AT A POINT SITUATED 13 FEET NORTH FROM THE SOUTHWEST CORNER OF SAID LOT; THENCE SOUTH ON THE WEST LINE OF THE SAID LOT 4 AND THE WEST LINE OF LOT 5 OF SAID BLOCK, 61 FEET; THENCE EAST 44 FEET TO THE LINE BETWEEN LAND OF EUGENE A. AND MAUD WOELTZEL AND THE LAND FORMERLY OWNED BY STEPHEN F. SNYDER; THENCE NORTH 54 FEET TO THE NORTH LINE OF SAID LOT 5; THENCE NORTH 13 FEET; THENCE WEST 33 FEET TO THE POINT OF THE BEGINNING

PARCEL 2:

COMMENCING AT THE SOUTHWEST CORNER OF LOT 4 OF THE VILLAGE (NOW CITY) OF MARSHALL, ACCORDING TO THE PLAT THEREOF RECORDED IN LIBER 3 OF PLATS ON PAGE 7, IN THE OFFICE OF THE REGISTER OF DEEDS FOR CALHOUN COUNTY, MICHIGAN; THENCE EAST ALONG THE SOUTH LINE OF SAID LOT 4, 33 FEET TO THE PLACE OF THE BEGINNING; THENCE NORTH 13 FEET; THENCE EAST 4 FEET; THENCE SOUTH 13 FEET TO THE SOUTH LINE OF SAID LOT 4; THENCE WEST ALONG SAID SOUTH LINE, 11 FEET TO THE PLACE OF THE BEGINNING



SITE PLAN
 SCALE 1" = 10'-0"



DATE
 11-30-21
 S1

FRANK MASON & ASSOCIATES
 P.O. BOX 42 MARSHALL MI 49068

BAYBERRYHOUSE INTERIORS
 108 NORTH PARK AVENUE
 MARSHALL MI 49068

City of Marshall



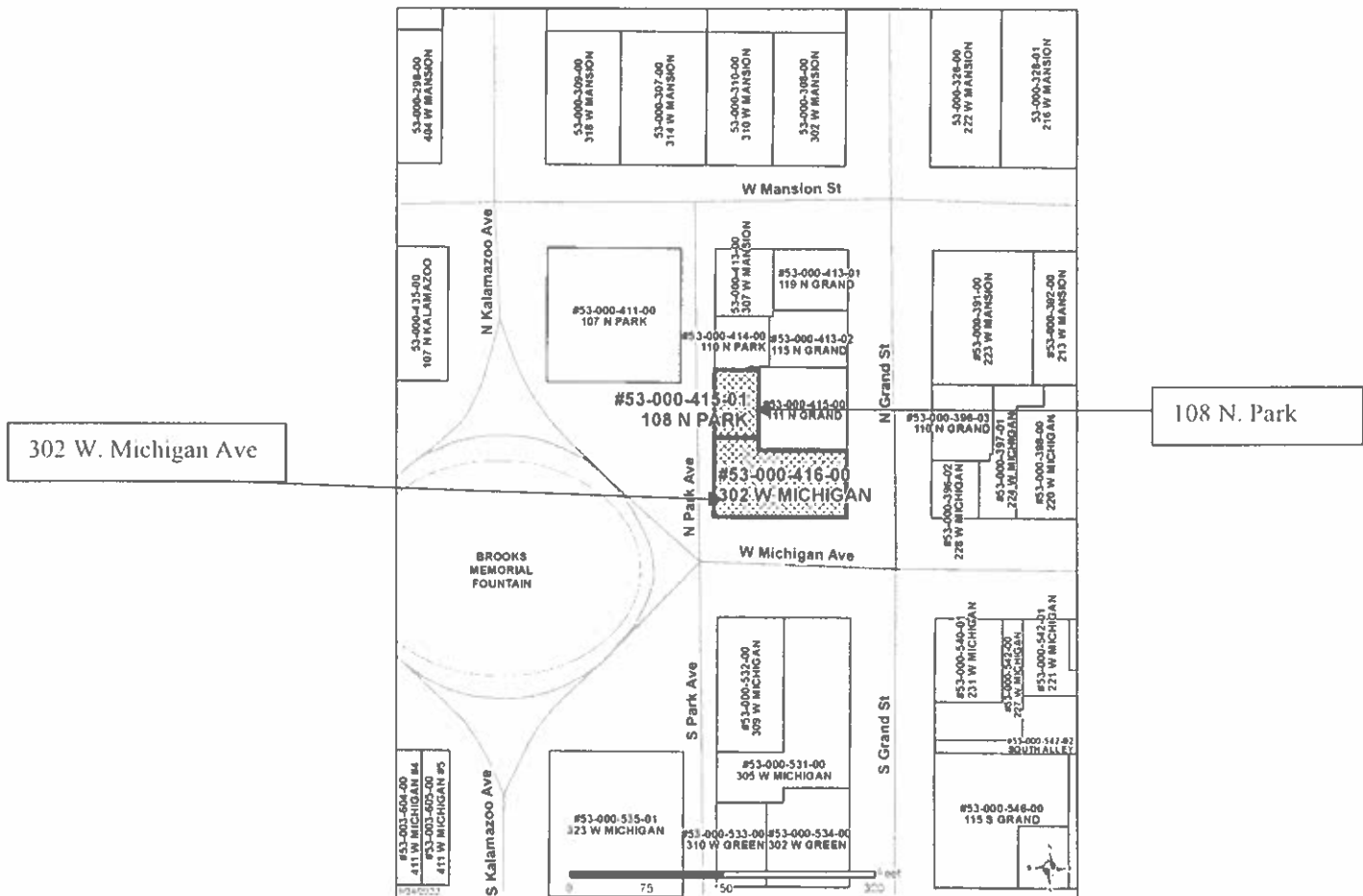
Marshall Town Hall ca. 1857

323 West Michigan Avenue - Marshall, MI 49068-1578 - Phone (269) 781-5183 - FAX (269) 781-3835

Dear Property Owner:

The City of Marshall Planning Commission will hold a public hearing to hear public comments regarding Rezoning Request #RZ22.01 for 108 N. Park Avenue and 302 W. Michigan Avenue from POSD - Professional Office Service District to B-3 Neighborhood Commercial District.

February 9, 2022 at 7:00 p.m.
AT CITY HALL, 323 W. MICHIGAN AVENUE
MARSHALL, MI 49068



Any property owner or their representative, or any interested person is invited to participate in the meeting to be held as noticed above. Written response can be sent to or hand delivered to the drop box at City Hall to the attention of the Planning Commission, 323 W Michigan Ave., Marshall, Michigan 49068. Please direct any questions to Trisha Nelson (269) 781-5183, or by emailing tnelson@cityofmarshall.com

Rezoning Criteria

For amendment requests to change, create, extend or reduce a mapped zoning district, the Planning Commission and City Council shall use the following as a guide:

A. The proposed zoning district is more appropriate than any other zoning district, or more appropriate than adding the desired use as a special land use in the existing zoning district.

B. The property cannot be reasonably used as zoned.

C. The proposed zone change is supported by and consistent with the goals, policies and future land use map of the adopted City Master Plan. If conditions have changed since the plan was adopted, as determined by the Planning Commission, the consistency with recent development trends in the area shall be considered.

D. The proposed zone change is compatible with the established land use pattern, surrounding uses, and surrounding zoning in terms of land suitability, impacts on the environment, density, nature of use, traffic impacts, aesthetics, infrastructure and potential influence on property values, and is consistent with the needs of the community.

E. All the potential uses allowed in the proposed zoning district are compatible with the site's physical, geological, hydrological and other environmental features.

F. The change would not severely impact traffic, public facilities, utilities, and the natural characteristics of the area, or significantly change population density, and would not compromise the health, safety, and welfare of the City.

G. The rezoning would constitute and create an isolated and unplanned district contrary to the City Master Plan which may grant a special privilege to one landowner not available to others.

H. The change of present district boundaries is consistent in relation to existing uses, and construction on the site will be able to meet the dimensional regulations for the proposed zoning district listed in the schedule of regulations.

I. There was a mistake in the original zoning classification, or a change of conditions in the area supporting the proposed rezoning.

J. Adequate sites are neither properly zoned nor available elsewhere to accommodate the proposed uses permitted in the requested zoning district.

MARSHALL PLANNING COMMISSION
Staff report for February 9, 2022

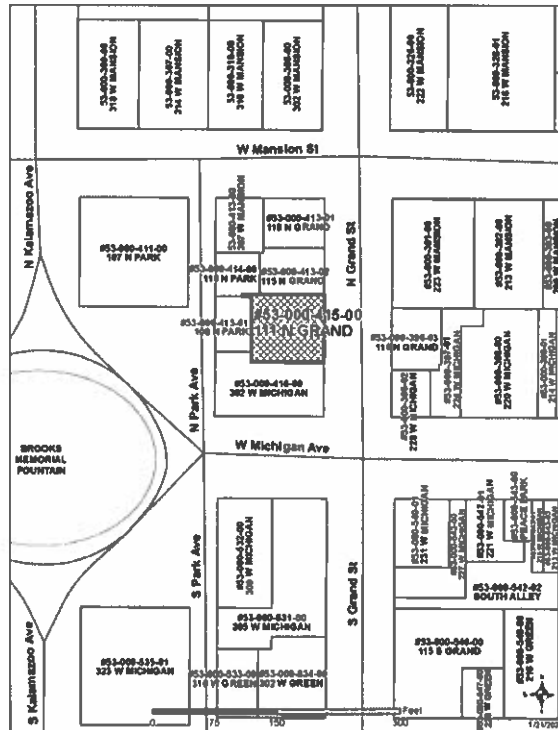
To: Planning Commissioners
From: Trisha Nelson, Planning and Zoning Administrator
Subject: Rezoning Request #RZ22.02 – 111 N. Grand. Rezone from POSD (Professional Office Service) to R-3 (Traditional Residential)

SUMMARY

Dustin Damon is seeking to rezone the property located at 111 N. Grand Street from POSD (Professional Office Service) to R-3 (Traditional Residential).

BACKGROUND

The owner approached the City to rezone the property for residential use. A rezoning of the property will allow the property to be sold as a residential home and assist with the sale of the property. In 2020, Planning Commission and City Council approved the rezoning of the neighboring properties at 119 N. Grand and 115 N. Grand.



Previously, the property has been utilized as an Adult Foster Care residence. Directly to the north of the property, the properties have recently been rezoned to R-3 and the

zoning along W. Mansion Street is R-3; however, according to the Future Land Use Map in the City Master Plan it is characterized as "Downtown Mixed Use".

The Planning Commission must decide whether the requested zoning classification of R-3 Traditional Residential is suitable for the property and work through the rezoning criteria worksheet.

RECOMMENDATION

After hearing public comment, it is recommended the Planning Commission formulate a recommendation to City Council. The Council will receive the recommendation at their March 7, 2022 regular meeting.



ZONING DISTRICT AMENDMENT APPLICATION

For Changing Zoning District Designation

Fee: \$200

PROPERTY OWNER NAME (Last, First): Dustin Damon

ADDRESS (House Number and Street): 111 North Grand

CITY, STATE, ZIP: Marshall, MI 49068

TELEPHONE: 269-317-0988

EMAIL ADDRESS: dustindamon@remax.net

I would like to rezone my property from **POSD** to **R3** because

- **ATTACH A LEGAL DESCRIPTION OF PROPERTY TO THIS FORM**

ADDRESS OF SUBJECT PROPERTY: 111 North Grand Street

EXISTING AND PROPOSED USE OF PROPERTY:

Vacant Traumatic Brain Injury Licensed Care home. The proposed use is residential for a family with an 8 year old TBI Injured, wheel chair bound child.

NAME, ADDRESS & PHONE NUMBER OF ALL OTHER PERSONS, FIRMS, etc. HAVING A LEGAL CONNECTION TO THE SUBJECT PROPERTY:

OWNER'S SIGNATURE: DocuSigned by:
Dustin Damon
CDDF257951F3468... DATE: 1/25/2022

-OFFICIAL USE-

CASE # R2 22.02 FILING DATE _____ FEE PAID PA. RCD BY JM

APPROVED FOR PC MEETING DATE 2/9/22



Calhoun GIS

Parcel Report: 53-000-415-00

1/25/2022
10:17:37 AM



Property Address

111 N GRAND ST
MARSHALL, MI, 49068

Owner Address

NORTH SLOPE PROPERTIES, LLC
--
504 E COLUMBIA AVE
BATTLE CREEK, MI 49014

Unit: 53
Unit Name: CITY OF MARSHALL

General Information for 2021 Tax Year

MARSHALL CITY, LOWER VILLAGE PART LOT 5 BLK 15 BEG SE COR LOT 5, W ALG S LOT LINE 88. 38 FT, N PARL W LINE GRAND ST 66 FT, W ON STRAIT EXT OF N LOT LINE 11 FT, N PARL W LINE SD ST 16 FT, E PAR N LOT LINE 99.38 FT TO W LINE GRAND ST, S TO BEG.; EXCEPT: COMMENCING AT THE SOUTHWEST CORNER OF LOT 4, BLOCK 15, TH E ALNG S LINE OF LOT 4, 33 FT TO THE POB OF THIS EXCEPTION; N 13 FT, E 11 FT, S 13 FT TO THE S LINE LOT 4, TH W ALNG S LINE 11 FT TO THE BEG.

Sales Information

Sale Date: 10-21-2020

Sale Price: 200000

Instrument: WD

Grantor: HEALTH PARTNERS GROUP HOMES INC.

Grantee: NORTH SLOPE PROPERTIES, LLC

Terms of Sale: ARMS LENGTH

Liber/Page: 4469/0541

Sale Date: 10-11-2001

Sale Price: 220000

Instrument: WD

Grantor: KONN DAVID & REID SUSAN

Grantee: HEALTH PARTNERS GROUP HOMES INC.

Terms of Sale: ARMS LENGTH

Liber/Page: 2461/915

Sale Date: 04-13-2000

Sale Price: 185000

Instrument: WD

Grantor: CRAFT DENNIS D & LORI

Grantee: KONN DAVID & REID SUSAN

Terms of Sale: ARMS LENGTH

Liber/Page: 2213/779

Sale Date: 12-01-1987

Sale Price: 56000

Instrument: WD

Grantor:

Grantee:

Terms of Sale: WARRANTY DEED (OLD)

Liber/Page:

City of Marshall



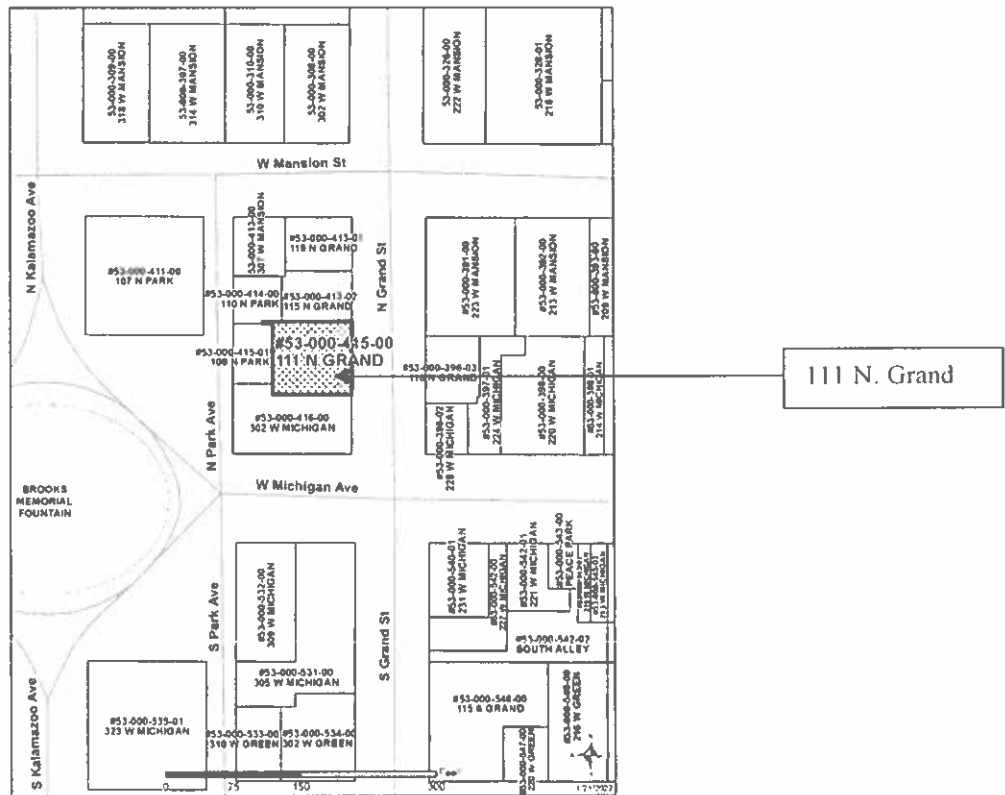
Marshall Town Hall ca: 1857

323 West Michigan Avenue - Marshall, MI 49068-1578 - Phone (269) 781-5183 - FAX (269) 781-3835

Dear Property Owner:

The City of Marshall Planning Commission will hold a public hearing to hear public comments regarding Rezoning Request #RZ22.02 for 111 N. Grand, parcel # 53-000-415-00, to rezone from POSD - Professional Office Service District to R-3 Traditional Residential.

February 9, 2022 at 7:00 p.m.
CITY HALL, 323 W. MICHIGAN AVENUE
MARSHALL, MI 49068



Any property owner or their representative, or any interested person is invited to participate in the meeting to be held as noticed above. Written response can be sent to or hand delivered to the drop box at City Hall to the attention of the Planning Commission, 323 W Michigan Ave., Marshall, Michigan 49068. Please direct any questions to Trisha Nelson (269) 781-5183, or by emailing tnelson@cityofmarshall.com

Rezoning Criteria

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D. The proposed zone change is compatible with the established land use pattern, surrounding uses, and surrounding zoning in terms of land suitability, impacts on the environment, density, nature of use, traffic impacts, aesthetics, infrastructure and potential influence on property values, and is consistent with the needs of the community.

E. All the potential uses allowed in the proposed zoning district are compatible with the city's physical, geological, hydrological and other environmental features.

F. The change would not severely impact traffic, public facilities, utilities, and the natural characteristics of the area, or significantly change population density, and would not compromise the health, safety, and welfare of the City.

G. The rezoning would constitute and create an isolated and unplanned district contrary to the City Master Plan which may grant a special privilege to one landowner not available to others.

H. The change of present district boundaries is consistent in relation to existing uses, and construction on the site will be able to meet the dimensional regulations for the proposed zoning district listed in the schedule of regulations.

I. There was a mistake in the original zoning classification, or a change of conditions in the area supporting the proposed rezoning.

J. Adequate sites are neither properly zoned nor available elsewhere to accommodate the proposed uses permitted in the requested zoning district.

MARSHALL PLANNING COMMISSION
Staff report for February 9, 2022

To: Planning Commissioners
From: Trisha Nelson, Planning and Zoning Administrator
Subject: Rezoning Request #RZ22.03 – 423 Mitchell Street. Rezone from MFRD (Multi Family Residential District) to I-1 (Research and Technical District)

SUMMARY

Josh Karaba, owner of 423 Mitchell Street is seeking to rezone the property from MFRD-Multi Family Residential District to I-1 Research and Technical District.

BACKGROUND

The owner approached the City about the idea of building storage units on his property. He currently owns 421 Mitchell as well and ideally would like to combine the parcels to build the storage units. There is currently a home on the lot that will be torn down.



The parcel has I-1 directly to the north and south, MFRD to the east, and I-1 to the west across Mitchell Street. In 2005, the properties above in yellow were rezoned MFRD previously they were all I-1.

A public hearing should be scheduled for the next regular meeting of March 9, 2022 to discuss the rezoning. Public notices will be distributed to surrounding property owners.



ZONING DISTRICT AMENDMENT APPLICATION
For Changing Zoning District Designation
Fee: \$200

PROPERTY OWNER NAME (Last, First): K and B Resources

ADDRESS (House Number and Street): 423 Mitchell Street

CITY, STATE, ZIP: Marshall MI 49068

TELEPHONE: 269-763-3709

EMAIL ADDRESS: karaba@qualityexcavators.com

I would like to rezone my property from residential **to** industrial **because** this property is located between two industrial properties and I will be tearing it down to build storage units

- **ATTACH A LEGAL DESCRIPTION OF PROPERTY TO THIS FORM**

ADDRESS OF SUBJECT PROPERTY: 423 Mitchell Street

EXISTING AND PROPOSED USE OF PROPERTY:

property is currently vacant and will be demolished

NAME, ADDRESS & PHONE NUMBER OF ALL OTHER PERSONS, FIRMS, etc. HAVING A LEGAL CONNECTION TO THE SUBJECT PROPERTY:

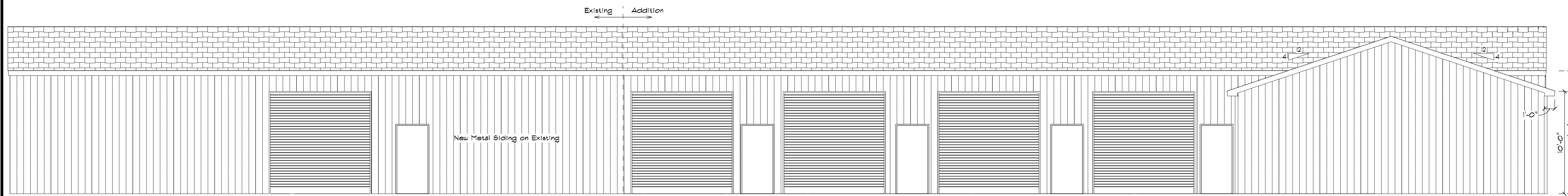
OWNER'S SIGNATURE:  **DATE:** 2/1/22

Digitally signed by Joshua Karaba
Date: 2022.02.01 06:33:56 -0500

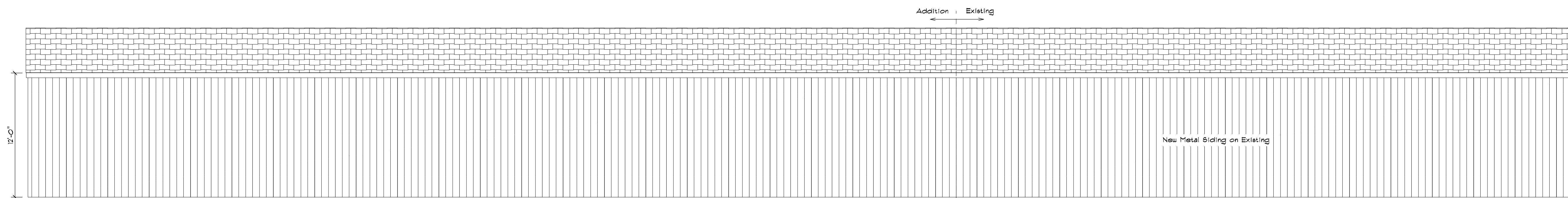
-OFFICIAL USE-

CASE # _____ FILING DATE _____ FEE PAID _____ RCD BY _____

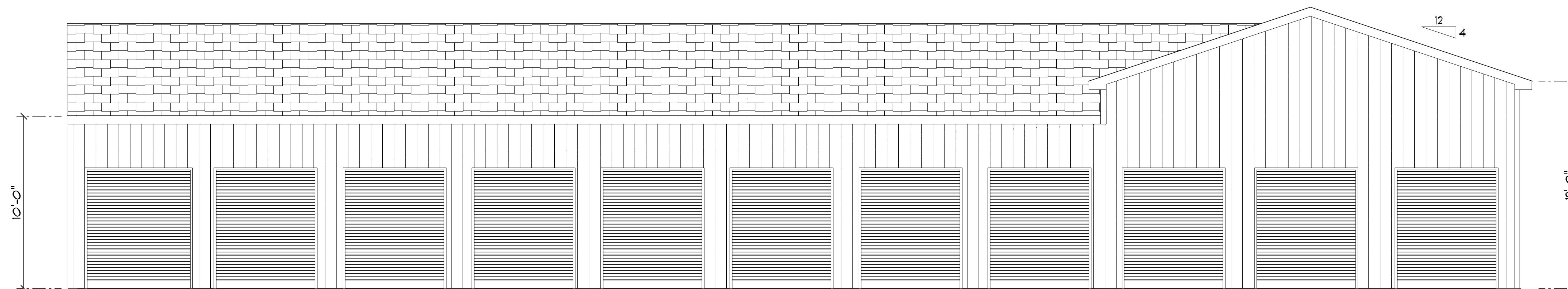
APPROVED FOR PC MEETING DATE _____



WEST ELEVATION
SCALE: 3/16" = 1'-0"



EAST ELEVATION
SCALE: 3/16" = 1'-0"



SOUTH ELEVATION
SCALE: 1/4" = 1'-0"

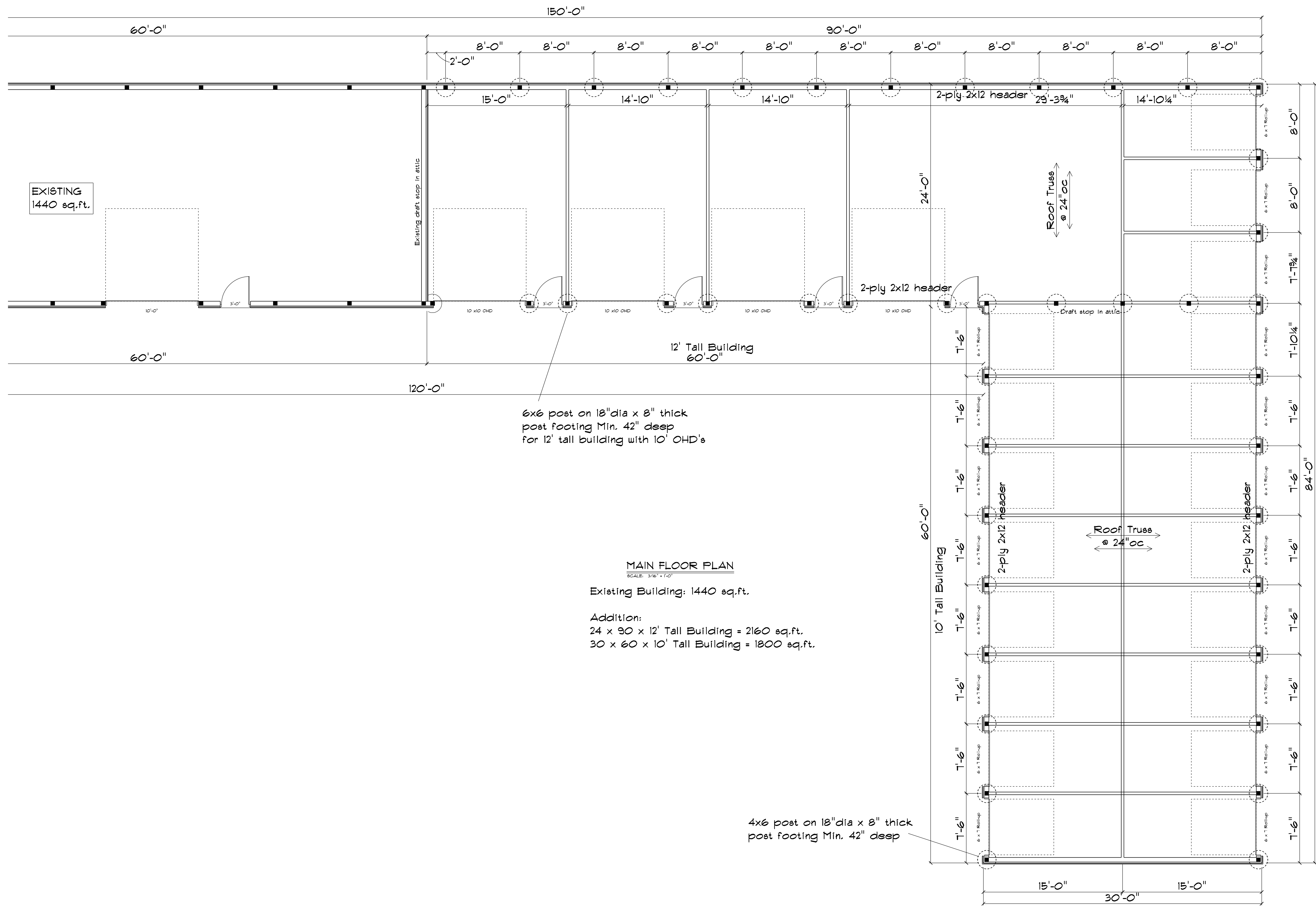
Notes

Revision/Issue	Date

FRANK MASON AND ASSOCIATES
PO BOX 42
MARSHALL, MI 49068
(269) 788-7974
(269) 209 5842

Project Name
COLD STORAGE BUILDING
Mitchell St. Marshall, MI.

Page FLOOR PLAN	Sheet A-1
Date 1/12/22	
Scale 3/16" & 1/4" = 1'-0"	



EXISTING
1440 sq.ft.

6x6 post on 18" dia x 8" thick
post footing Min. 42" deep
for 12' tall building with 10' OHD's

MAIN FLOOR PLAN
SCALE: 3/16" = 1'-0"

Existing Building: 1440 sq.ft.
Addition:
24 x 90 x 12' Tall Building = 2160 sq.ft.
30 x 60 x 10' Tall Building = 1800 sq.ft.

4x6 post on 18" dia x 8" thick
post footing Min. 42" deep

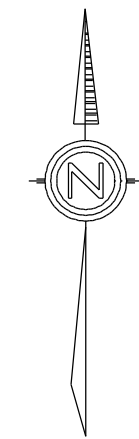
Notes

Revision/Issue	Date

FRANK MASON AND ASSOCIATES
PO BOX 42
MARSHALL, MI 49068
(269) 788-7974
(269) 209 5842

Project Name
COLD STORAGE BUILDING
Mitchell St. Marshall, MI.

Page FLOOR PLAN	Sheet A-2
Date 1/12/22	
Scale 3/16" = 1'-0"	



Site information gathered from Calhoun County GIS
 Concept Site Plan - Scale: 1" = 20'

Notes

Revision/Issue	Date

FRANK MASON AND ASSOCIATES
 PO BOX 42
 MARSHALL, MI 49068
 (269) 788-7974
 (269) 209 5842

Project Name
COLD STORAGE BUILDING
 Mitchell St, Marshall, MI.

Page SITE CONCEPT	Sheet A-3
Date 1/12/22	
Scale 1" = 20'-0"	

MARSHALL PLANNING COMMISSION

Staff report for February 9, 2022

To: Planning Commissioners
From: Trisha Nelson, Planning and Zoning Administrator
Subject: Special Land Use Application #SLU22.01 – Thana Signor,
606 S. Marshall Avenue, Marshall for a Group Childcare Home
Zoning: R-2 Suburban Residential District

SUMMARY

The City received an application for a Group Child Care Home at 606 S. Marshall Avenue. The owner of the home and business is Thana Signor. Currently Ms. Signor operates a family day care from her home with a capacity of 6 children. She is seeking a Special Land Use to enlarge her child care facility from 6 children to a maximum of 12 children.

The following is how the Zoning Ordinance defines Family Child Care vs. Group Child Care Home:

Family Child Care Home A private home, as licensed by the State of Michigan, in which up to six minor children are received for care and supervision for periods of less than 24 hours a day, unattended by a parent or legal guardian, except children related to an adult member of the family by blood, marriage or adoption. **Permitted Use in R-2**

Group Child Care Home. A private home, as licensed by the State of Michigan, in which up to 12 children are given care and supervision for periods of less than 24 hours a day unattended by a parent or legal guardian except children related to an adult member of the family by blood, marriage or adoption. **Requires Special Land Use in R-2**

Additionally, Group Child Care Homes are regulated through their own section in the Zoning Ordinance. Each home must meet the following standards:

4.7 GROUP CHILD CARE HOMES

Group child care homes are permitted as a special land use in the R-1, R-2, R-3, and MFRD districts and shall be subject to the following:

1. Licensing. In accordance with applicable state laws, all child day care homes shall be registered with or licensed by the State of Michigan, and shall comply with the standards outlined for such facilities.
2. Outdoor play area. A minimum of 150 square feet of outdoor play area shall be provided per child, at the maximum licensed capacity of the child care home, in the rear yard area of the child care home premises. The outdoor play area shall be suitably fenced and screened.
3. Pick-up and drop-off. Adequate areas shall be provided for employee and resident parking, and pick-up and drop-off of children or adults, in a manner that minimizes pedestrian-vehicle conflicts, and allows maneuvers without affecting traffic flow on the public street.

4. Separation requirements. New group child day care homes shall be located a minimum of 1,500 feet from any other state licensed residential facility, as measured between the nearest points on the property lines of the lots in question. The Planning Commission may permit a smaller separation between such facilities upon determining that such action will not result in an excessive concentration of such facilities in a single neighborhood, or in the City overall.

5. Hours of operation. Child care homes shall operate a maximum of 16 hours per day.

The applicant will be present at the public hearing to explain her business plan and provide answers to any questions you may have.

RECOMMENDATION

The Planning Commission is being asked to consider receiving Special Land Use request #SLU22.01 and schedule a public hearing for the request at the next regular meeting of March 9, 2022.



SPECIAL LAND USE APPLICATION

City of Marshall
Fee \$250.00

Section 6.2 of the Marshall City Zoning Ordinance gives citizens the opportunity to file for a Special Land Use Permit when it is required by zoning district.

Process

- Application, fee, and all required materials are submitted by due date. Once found to be complete, the application is placed on the Planning Commission agenda for acceptance.
- Planning Commission meeting #1:** At this meeting, a public hearing is scheduled for the following month.
- Neighbors within 300 feet of the property seeking special land use are notified of the public hearing.
- Planning Commission meeting #2:** Public hearing is held and discussion takes place. A recommendation on the application is given for City Council.
- City Council meeting:** Item is placed on the agenda, a staff report and Planning Commission comments are offered for review and City Council grants final approval, disapproval, or approval with conditions.

Address of subject property 606 S Marshall Ave, Marshall, MI 49068

Applicant's name Thana Signor Phone (269) 601-2604

Applicant's address 606 S Marshall Ave City Marshall Zip 49068

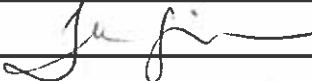
Owner's Name Thana Signor Phone (269) 601-2604

Owner's Address 606 S Marshall Ave City Marshall Zip 49068

Explain need for a Special Land Use permit at the subject property (attach more if necessary):
Zoning approval needed in order to operate a group childcare home with a capacity of 12 children.

Property currently operates as a family childcare home with a capacity of 6 children.

Applicant's Signature  Date 1/06/22

Owner's Signature  Date 1/06/22

The following items MUST be submitted for the application to be complete:

- A plot plan showing property boundaries and legal description
- Existing structures, uses and zoning on subject and adjacent properties
- Location of all abutting streets, easements, and similar public areas
- Proposed compliance plan (if applicable) including hours, signs, parking, etc.

January 11, 2022

Trisha Nelson
Planning & Zoning Administrator
323 W Michigan Ave
Marshall, MI 49068

RE: Special Land Use Application for Group Childcare

Dear Ms Nelson,

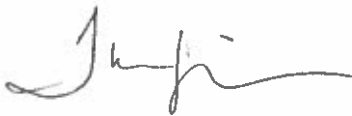
Currently, I provide childcare in my home, 606 S Marshall Ave, Marshall, 49068 as a family childcare with a capacity of 6 children in the age range of 0 to 12 years. Enclosed is my City of Marshall Special Land Use application for zoning approval which, when approved, will enable me to be eligible through the State of Michigan to become a licensed group home with the capacity to provide childcare for 12 children. For the past 12 years I have worked with many, many families and children in Marshall and am excited to offer childcare in my home, especially with the current childcare shortage. My State of Michigan child care family license number is DF130409338. A copy of my license is attached.

Hours of operation are as follows:

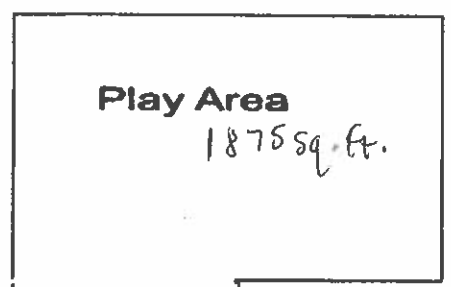
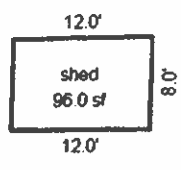
- Monday through Friday
- 7:00 am - 5:30 pm

Please let me know if you need any further information. Enclosed is also a copy of State of Michigan form CCL-3748 which must be signed and returned to me once zoning is approved.

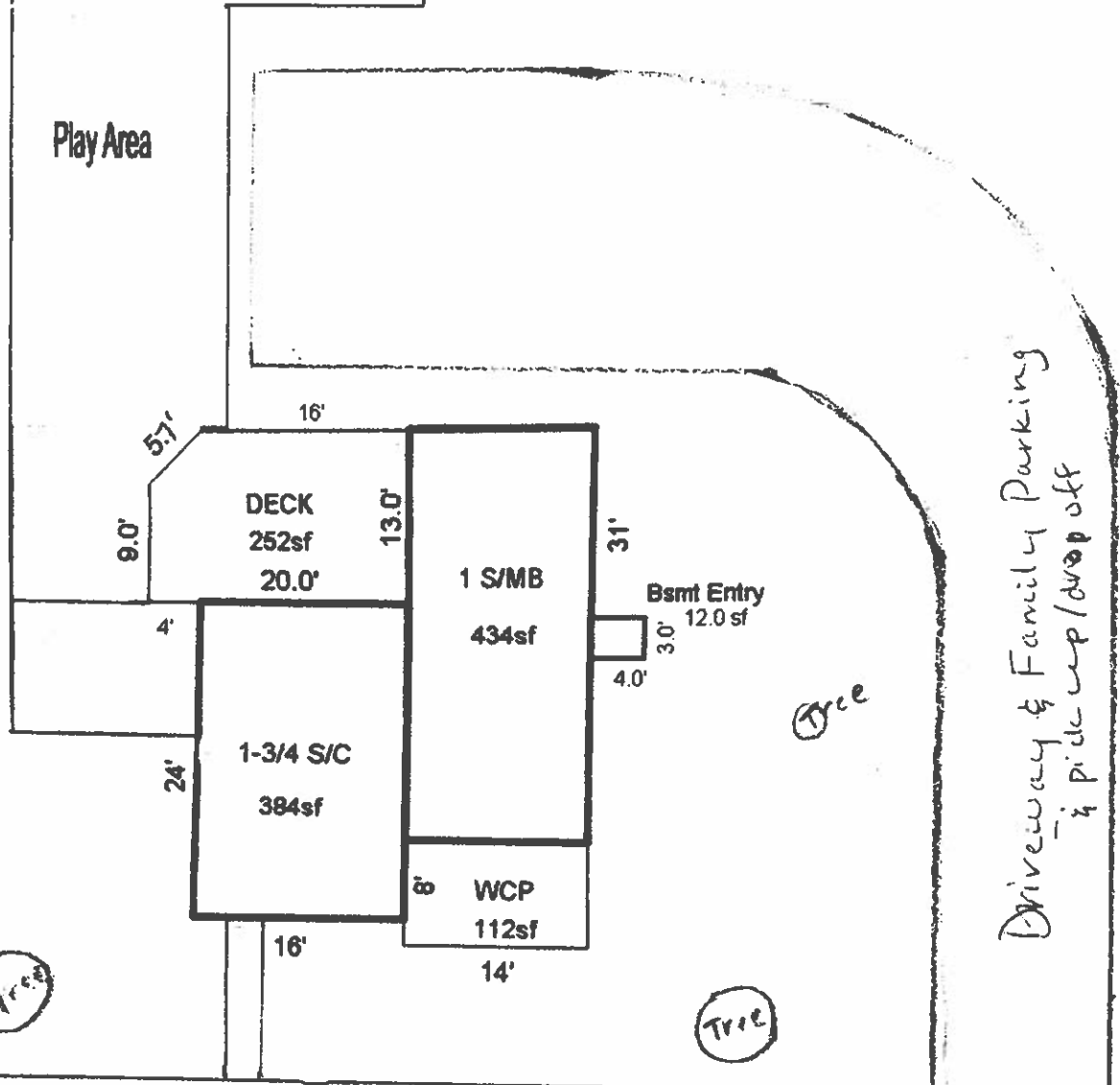
Thank you,



Thana Signor
Licensed Childcare Provider
606 S Marshall Ave
Marshall, MI 49068
(269) 601-2604



Play Area



Driveway & Family Parking
& pickup/drop off



City Sidewalk

South Marshall Ave

GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
License for the Care of Children

Q194001

Facility Name:
Thana Signor
606 S. Marshall Avenue
Marshall, MI 49068

Licensee:
Thana Signor
606 S. Marshall Avenue
Marshall, MI 49068

LICENSE NUMBER
DF130409338
EFFECTIVE DATE
10/28/2021

CAPACITY
6
EXPIRATION DATE
04/27/2022

STATUS
ORIGINAL

Issued in accordance with Act 116, Public Acts of 1973, as amended,
being the Child Care Organizations Act.

ZONING APPROVAL FOR GROUP CHILD CARE HOMES
Michigan Department of Licensing and Regulatory Affairs
Child Care Licensing Bureau

Licensee Name: Thana Signor

Licensee Address: 606 S Marshall Ave
Marshall, MI 49068

License Type: DG – Group Child Care Home (capacity 7-12 children)

Zoning Authority:

According to the Michigan Zoning Enabling Act, 2006 PA 110, a group child care home located in a county or township shall be issued a special use permit, conditional use permit, or other similar permit if the group child care home meets specific standards. A group child care home located in a city or village may be issued a special use permit, conditional use permit, or other similar permit.

Please complete the lower portion of this form and return this completed form to the licensee/applicant.

If you have any questions or concerns, please contact the Michigan Department of Licensing and Regulatory Affairs, Child Care Licensing Bureau, at 517-284-9730.

Thank you.

-
- Location is APPROVED by the local zoning authority.
 - Location is DISAPPROVED by the local zoning authority.
 - City, township or county is unzoned.

Signature of Zoning Authority or
City, Township, County Manager for Unzoned Communities

Date

Telephone Number

Printed Name of Zoning Authority Authority or
City, Township, County Manager for Unzoned Communities

Jurisdiction (City, Township)

Authority: 1973 PA 116 Completion: Required Penalty: Applicant cannot be licensed/registered
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LARA is an equal opportunity employer/program.