- AGENDA –

REGULAR MEETING OF THE WEST BRANCH PLANNING COMMISSION TO BE HELD AT THE WEST BRANCH CITY HALL, 121 N. FOURTH ST. ON TUESDAY, JANUARY 10, 2026, BEGINNING AT 6:00 PM

I. Call to Order

II. Roll Call

III. Pledge of Allegiance.

IV. Public Hearing
   A. Special use permit, Richard Wing.

V. Additions to the Agenda

VI. Public Comment – Agenda Items Only – 3 Minute Limit (general rule)

VII. Approval of Minutes from November 9, 2022

VIII. Site Plan review
   A. ZP 22-29. Richard Wing

IX. Sign Permit

X. Unfinished Business

XI. New Business
   A. Appoint officers for 2023
   B. Approval of 6-year CIP plan

XII. Communications
   A. Annual joint meeting with DDA and City Council reminder

XIII. Reports and/or comments
   A. Chairperson Report
   B. Member reports

XIV. Public Comment – Any Topic – 3 Minute Limit (general rule)

XV. Adjournment

Call to Order

Roll Call

Pledge of Allegiance

Public Hearings

CITY OF WEST BRANCH
NOTICE OF PUBLIC HEARING

The West Branch Planning Commission will hold a public hearing during its regular meeting scheduled for Tuesday, January 10th, 2023 at 6:00 p.m. in the Council Chambers of City Hall, 121 N. Fourth St., West Branch, MI. The topic of the public hearing is to take comment on a special use permit. The applicant, Richard Wing, owner of West Branch Provisioning Center LLC, is seeking a use permit to allow a marijuana retail center in the General Business District (GB). The location of the proposed business is 518 E. Houghton Ave. Written comments may be mailed or dropped off at City Hall at the above address or emailed to citymanager@westbranch.com prior to the public hearing. The public may appear at the public hearing in person or by counsel. Accommodations and necessary reasonable auxiliary aids and services are available upon request to persons with disabilities, as well as the hearing impaired, who require alternately formatted materials or auxiliary aids to ensure effective communication and access to meetings or hearings. All requests for accommodation should be made with as much advance notice as possible by contacting City Manager/Planning secretary, John Dantzer at (989) 345-0500; 121 N. 4th St., West Branch, MI 48661; email: citymanager@westbranch.com.

CITY OF
West Branch
MICHIGAN

121 North Fourth Street, West Branch, Michigan 48661
Phone 989-345-0500, Fax 989-345-4390, e-mail clerktreasurer@westbranch.com
The City of West Branch is an equal opportunity provider, employer, and lender

APPLICATION TO CHALLENGE ZONING DECISION

Name of Applicant RICHARD C WING

Address 1785 W DOYLE TRAIL ROSCOMMON MI 48653

Phone Number 614-600-0723 Email Address RWING61@HOTMAIL.COM

If application is completed by a person other than the owner of the property in question, please use the back of this form to state the interest the applicant has in the property, and also indicate whether the applicant has permission from the property owner to challenge a zoning decision on the property owner's behalf.

Property address/location 518 E HOUGHTON AVE WEST BRANCH MI 48661

Description of initial zoning request SPECIAL USE PERMIT

Reason initial zoning request was denied

Action requested:

- ☐ Appeal of decision to higher board [$250 fee]
- ☒ Special use permit [$250 fee]
- ☐ Variance [$250 fee]
- ☐ Amendment to zoning ordinance [$250 fee]

By signing below, I, the aforementioned applicant, do hereby certify that all foregoing statements and attached supporting documents, including site plans, are true and correct, to the best of my knowledge.

Richard C Wing
Signature of Applicant

12-2-22
Date

For Office Use Only

Fee Paid $ 250 Fee Received By

Date Paid 12/14/22 Final Disposition

CITY OF
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MICHIGAN
121 North Fourth Street, West Branch, Michigan 48661
Phone 989-345-0500, Fax 989-345-4390, e-mail citymanager@westbranch.com
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12/13/22

TO: Occupant
FROM: City of West Branch Planning Commission
RE: Notice of Special Use Permit Application

This letter is to notify you that a property within 300 feet of your property has submitted an application for a special use permit. The permit is for a marijuana retailer business at 518 E. Houghton Ave. which is located in our General Business District. Public Act 110 of 2006, as amended, requires notification of all property owners within 300 feet of the boundary of a property which is proposed for a special use. The General Business District provides for the regional community commercial and service needs of West Branch and for the orderly development and concentration of such uses. A copy of the plans is available for review at West Branch City Hall, 121 N. Fourth St., West Branch, MI 48661

The City of West Branch Planning Commission will hold a public hearing to take comment on the special use application. The public hearing will be held at the West Branch City Hall at 121 N. Fourth Street, West Branch, Michigan 48661 on Monday, January 10, 2023 at 6:00 pm. Written comments may be sent to City Manager, John Dantzer, at the above address prior to the public hearing. The public may appear at the public hearing in person or by counsel.

Additions to the Agenda

Public Comment -Agenda Items

Approval of Minutes

SPECIAL MEETING OF THE WEST BRANCH PLANNING COMMISSION HELD IN THE COUNCIL CHAMBERS OF CITY HALL, 121 NORTH FOURTH STREET, ON TUESDAY, NOVEMBER 9, 2022.

Chairperson Cori Lucynski called the meeting to order at 6:00 p.m.

Present: Bob David, Yvonne DeRoso, Josh Erickson, Kara Fachting, Cori Lucynski, and Mike Jackson.

Absent: Rusty Showalter

Others officers in attendance: City Manager/zoning administrator, John Dantzer

* *

All stood for the Pledge of Allegiance.

* *

Chairperson Lucynski opened the public hearing at 6:03 pm to take comment on the special use permit for Mark Lewandowski, DDS. Chairperson Lucynski noted the reason for the public hearing was to take comment on the special use to build an addition to a dentist office in the mixed-use district. She further noted that a special use was already approved once but the owner would like to add a second addition to the plans with the second addition being larger than 500sf which required another hearing.

Manager/administrator Dantzer shared the only correspondence he received was from the Little League who were in support of approval of the special use permit.

Brandy Sikorski spoke to the Commission and noted she had no issues with the addition but had concerns with the lots lines and would like to see a survey required.

Member Fachting noted she was glad to see the improvement and noted that she believed the issue of property lines should be left to the property owners and that it was the Commissions job to only rule on what is presented to them.

The Commission discussed survey requirements and it was the consensus that they could not require surveys unless it was determined to have setback concerns. It was also the consensus that the building met all setback requirements as presented.

Member Jackson noted the plan called for a green belt area but the type of material used for the green belt was not noted.

The Commission also discussed any possible buffer requirements. It was noted that they had a combination of fencing, trees, and distance that could be used to satisfy the buffer requirements.

The Commission discussed traffic concerns with the plans showing two driveways being that close to each other with them both being used for entrances and exits. It was the consensus that two driveways that close to each other created a safety hazard.

No one else wished to speak on the subject.

MOTION BY FACHTING, SECOND BY JACKSON, TO APPROVE THE CLOSING OF THE PUBLIC HEARING AT 6:34 PM.

Yes — David, DeRoso, Erickson, Fachting, Jackson, Lucynski

No – None **Absent –Showalter** **Motion carried**

* *

MOTION BY DAVID, SECOND BY ERICKSON, TO EXCUSE MEMBER SHOWALTER FROM THE MEETING.

Yes — David, DeRoso, Erickson, Fachting, Jackson, Lucynski

No – None **Absent –Showalter** **Motion carried**

* *

MOTION BY DAVID, SECOND BY JACKSON, TO APPROVE THE MINUTES FROM THE MEETING HELD OCTOBER 11, 2022.

Yes — David, DeRoso, Erickson, Fachting, Jackson, Lucynski

No – None **Absent –Showalter** **Motion carried**

* *

MOTION BY FACHTING, SECOND BY LUCYNSKI, TO APPROVE THE SPECIAL USE PERMIT SUBMITTED BY DR. LEWANDOWSKI FOR THE PROPERTIES AT 416, 420, AND 426 HOUGHTON AVE BECAUSE THE USE IS APPROPRIATE FOR THE AREA.

Yes — David, DeRoso, Erickson, Fachting, Jackson, Lucynski

No – None **Absent –Showalter** **Motion carried**

* *

MOTION BY LUCYNSKI, SECOND BY DEROSO, TO APPROVE ZONING PERMIT ZP22-26 FOR MARK LEWANDOWSKI AS SUBMITTED CONTINGENT UPON ONE OF THE DRIVEWAYS BEING USED FOR ENTRANCE ONLY AND THE OTHER BEING FOR EXIT ONLY AND THE PARKING SPOTS NOT BEING REDUCED TO LESS THAN WHAT IS ALLOWED BY ORDINANCE.

Yes — David, DeRoso, Erickson, Fachting, Jackson, Lucynski

No – None **Absent –Showalter** **Motion carried**

* *

Member David asked if the new sign that was installed at the KofC Hall was approved. Manager/administrator Dantzer noted he would look into it.

Member DeRoso noted the contractors broke ground for the first Victorian Manor duplex. Member DeRoso also noted the City received approval from MyMichigan to construct a for sale sign on their property at the entrance to the housing property.

* *

Meeting was adjourned at 6:56 pm

Site Plan Review

CITY OF
West Branch
MICHIGAN

121 North Fourth Street, West Branch, Michigan 48661
Phone 989-345-0500, Fax 989-345-4390, e-mail clerktreasurer@westbranch.com
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ZONING AND USE PERMIT APPLICATION

Applicant: Contractor [ ] Homeowner [ ]

Property Owner: RICHARD C WING

Mailing address: 1785 W Doyle Trail Roscommon MI 48653

Phone Number: 614-600-0723 Property ID # 052-629-002-00

Project Address: 518 E Houghton AVE West Branch MI 48661

Contractor Name: N/A

Contractor Address: _____

Contractor Phone: _____

Use _____

Type of Improvement (please circle one)

a) Garage b) Shed c) Fence d) Deck e) Addition f) Residence/Building g) Use h) Other

Dimensions: (skip this section if it is just a use permit)

Length _____ Width _____ Height _____

Setbacks:

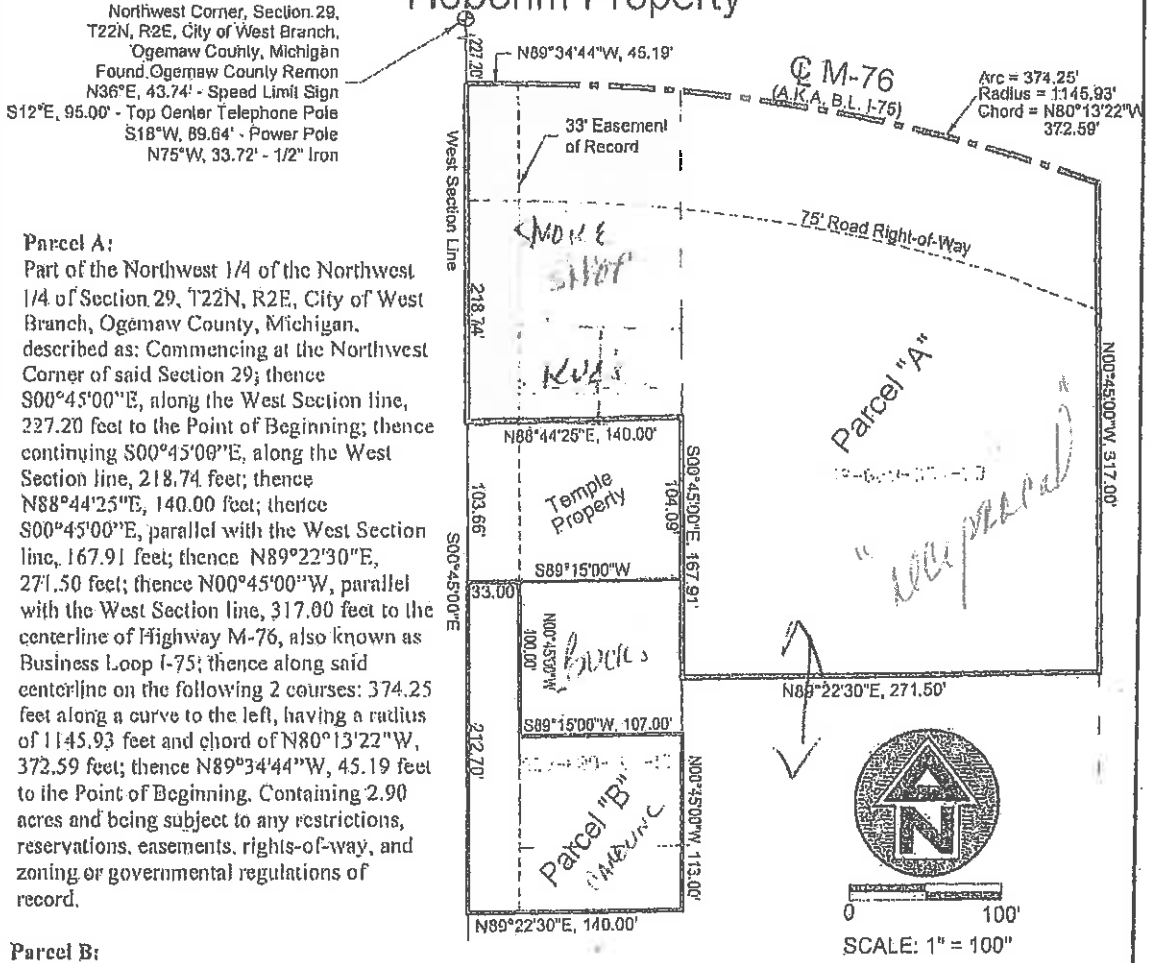
Front _____ Rear _____ Sides _____

Applicant Signature: Richard C Wing Date: 12-2-22

(See reverse for site plan sketch area)

Smoke Shop $150,000
Kue's $180,000 518

Exhibit A
Hobohm Property



Parcel A:
Part of the Northwest 1/4 of the Northwest 1/4 of Section 29, T22N, R2E, City of West Branch, Ogemaw County, Michigan, described as: Commencing at the Northwest Corner of said Section 29; thence S00°45'00"E, along the West Section line, 227.20 feet to the Point of Beginning; thence continuing S00°45'00"E, along the West Section line, 218.74 feet; thence N88°44'25"E, 140.00 feet; thence S00°45'00"E, parallel with the West Section line, 167.91 feet; thence N89°22'30"E, 271.50 feet; thence N00°45'00"W, parallel with the West Section line, 317.00 feet to the centerline of Highway M-76, also known as Business Loop I-75; thence along said centerline on the following 2 courses: 374.25 feet along a curve to the left, having a radius of 1145.93 feet and chord of N80°13'22"W, 372.59 feet; thence N89°34'44"W, 45.19 feet to the Point of Beginning. Containing 2.90 acres and being subject to any restrictions, reservations, easements, rights-of-way, and zoning or governmental regulations of record.

Parcel B:
Part of the Northwest 1/4 of the Northwest 1/4 of Section 29, T22N, R2E, City of West Branch, Ogemaw County, Michigan, described as: Commencing at the Northwest Corner of said Section 29; thence S00°45'00"E, along the West Section line, 549.60 feet to the Point of Beginning; thence continuing S00°45'00"E, along the West Section line, 212.70 feet; thence N89°22'30"E, 140.00 feet; thence N00°45'00"W, parallel with the West Section line, 113.00 feet; thence S89°15'00"W, 107.00 feet; thence N00°45'00"W, parallel with the West Section line, 100.00 feet; thence S89°15'00"W, 33.00 feet to the Point of Beginning. Containing 0.44 acres and being subject to any restrictions, reservations, easements, rights-of-way, and zoning or governmental regulations of record.

LAPHAM ASSOCIATES
ENGINEERING
PLANNING
ENVIRONMENTAL
SURVEYING

116 South 3rd Street
West Branch, MI 48661

P (989) 345-5030
F (989) 345-7302

www.laphamassoc.com

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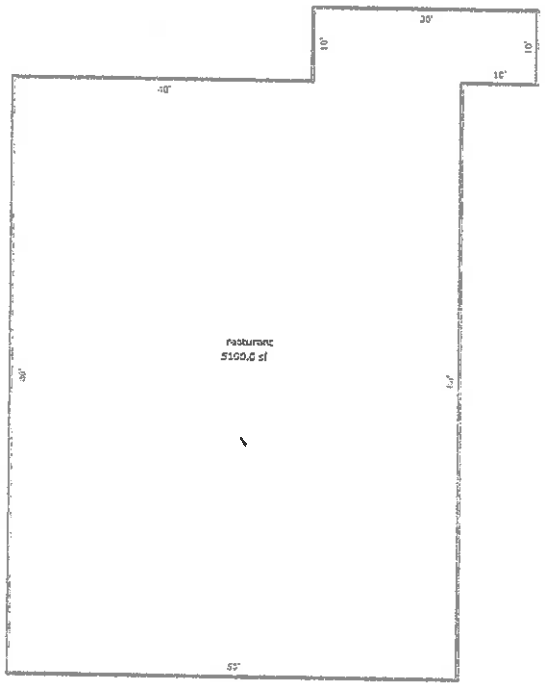
Date: May 1, 2019	Scale: 1" = 100'
Job No. N170011	Drawn by: JJ Grell

Parcel Number: 65-052-629-002-00, Commercial/Industrial Building 1

Printed on 04/26/2022



Sketch by Apex Sketch

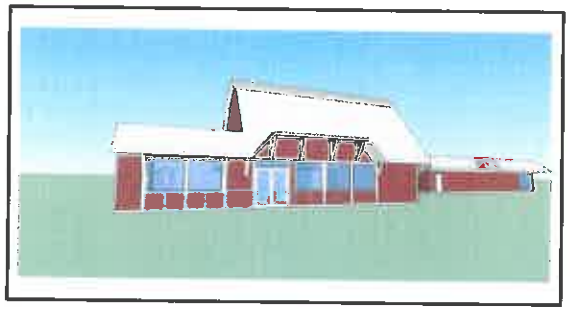
*** Information herein deemed reliable but not guaranteed***

West Branch Provisioning Center
Interior Remodel

518 E. Houghton Ave. West Branch, MI 48661

General Notes

1. CONTRACTOR TO REVIEW PLANS PRIOR TO CONSTRUCTION- DISCREPANCIES TO BE SUBMITTED TO ARCHITECT
2. DO NOT SCALE DRAWINGS- VERIFY ANY DIMENSIONS WITH ARCHITECT
3. CONTRACTOR TO COORDINATE REQUIRED M.E.P. REQUIREMENTS WITH ALL PROPOSED EQUIPMENT, APPLIANCES, AND FIXTURES (IF ANY)
4. SAFETY GLAZING (TEMPERED) SHALL BE REQUIRED IN ALL HAZARDOUS LOCATIONS (IF ANY)
5. EXTERIOR BUILDING ENVELOPE- PROVIDE APPROVED FLASHING MATERIALS TO APPLICABLE LOCATIONS TO MAINTAIN WATERTIGHT CONDITIONS
6. ALL RESTROOMS SHALL HAVE AN EXHAUST FAN VENTED TO EXTERIOR (IF ANY)
7. ALL EXIT LIGHTS AND EMERGENCY LIGHTS SHALL BE EQUIPPED WITH BATTERY BACKUP (IF ANY)



Westward Architecture
2036 Fischer Road
Gaylord, Michigan
westwardarchitecture.com

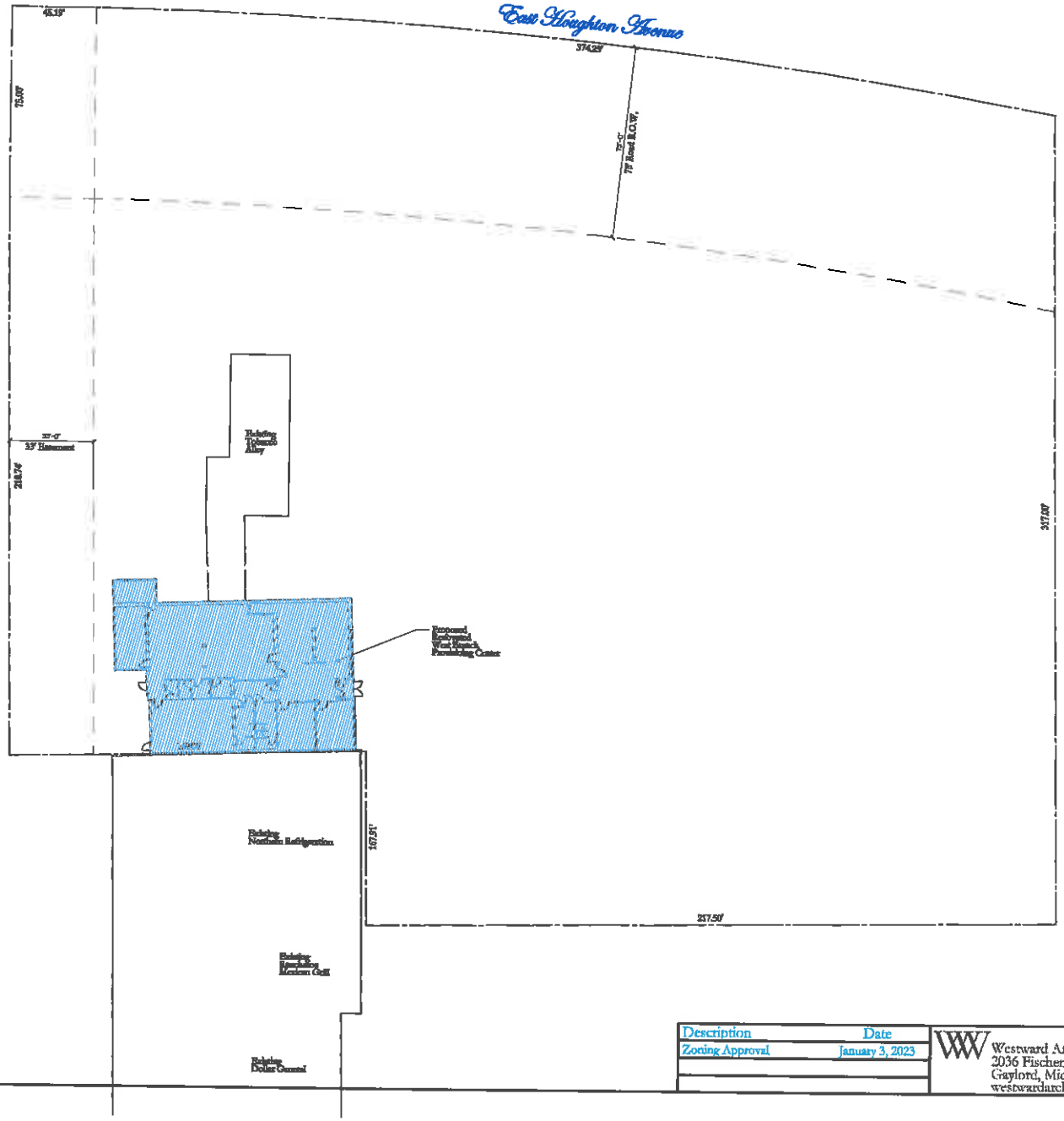
Documents Prepared by:
Brittany Stopp, Architect
License # 38486

Code Review

Scope of Work:	Interior Remodel of existing restaurant into Retail provisioning center
Building Code:	2015 Michigan Rehabilitation Code- Level 2 Alterations
Type of Construction:	5B
Use Group:	M- Mercantile
Allowable Height & Area:	1 Story and 9,000 sq. ft.
Actual Height & Area:	1 Story and 5,552 sq. ft.
Maximum Travel Distance:	200'-0" per MBC Table 1017.2
Fire Suppression System:	None required
Fire alarm:	None required
Occupant Load:	1/2 Mercantile 2,651 sq. ft. / 60 gross = 45 1/2 Mercantile Stock/Shipping 2,651 sq. ft. / 300 gross = 9 Total Occupants = 54
Number of Exits:	3 Existing Exits To Remain
Design Loads:	Ultimate design wind speed (3-second gust) = 115 mph Floor Load = 100 psf (live on grade) Soil bearing capacity = 2,000 psf assumed. P_g = 40 psf (Ground Snow Load)

Sheet Index

TS	Title Sheet
SP	Site Plan
SP	Site Plan with satellite image
A1	Floor Plan- Demolition
A2	Floor Plan- Alterations
A3	Exterior Elevations
A4	Exterior Elevations



SITE PLAN
SCALE: 1:20

N

This site plan is not a survey. It is meant for planning only, and is an approximate representation of buildings and site features, and not meant to be an exact map.

Property Information

Address: 518 E. Houghton Ave.
West Branch, MI 48661

Owner: West Branch Provisioning Center
Address
City, State ZIP

Parcel #:

Lot Size: Approx. 0.60 Acres

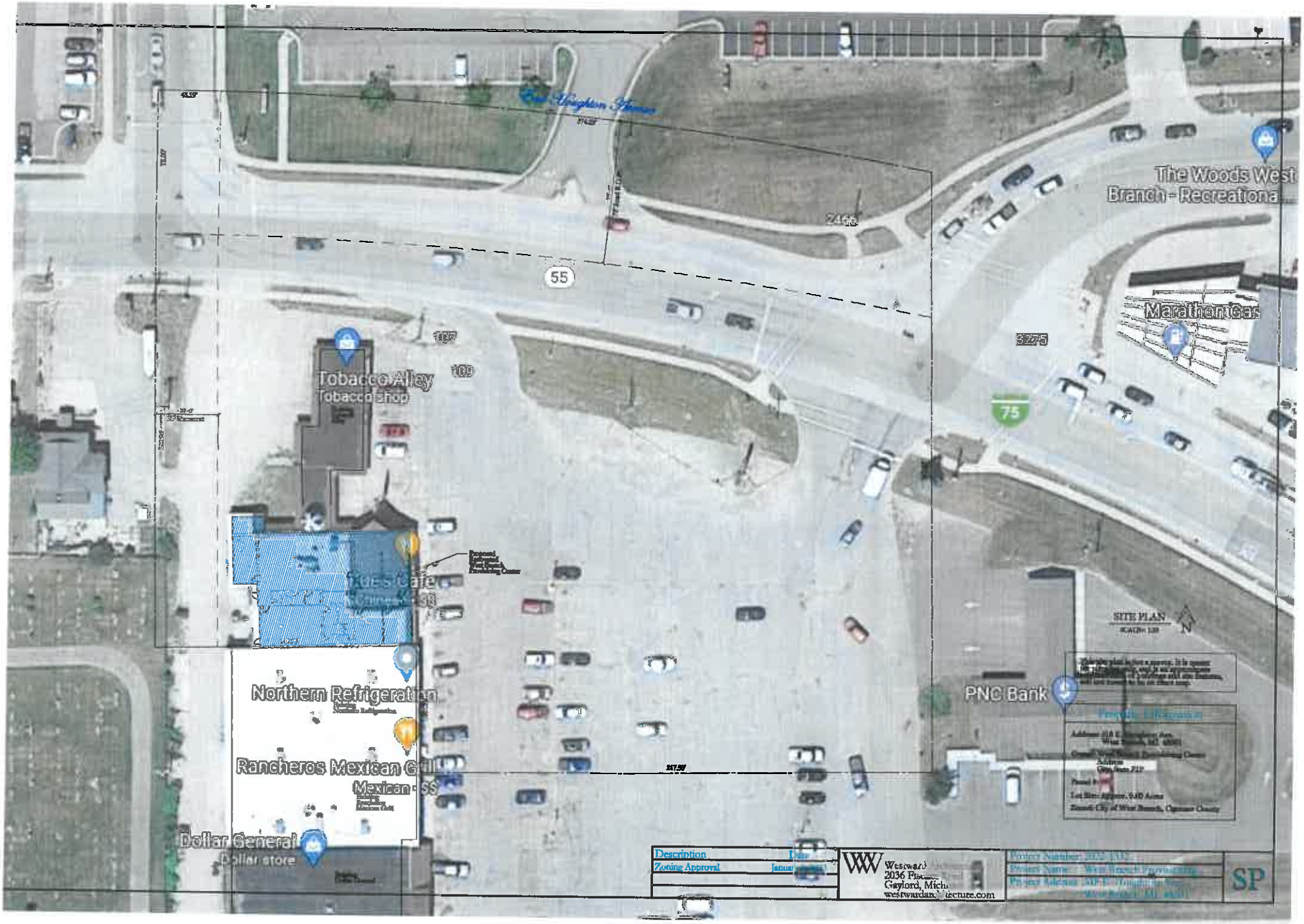
Zoned: City of West Branch, Ogemaw County

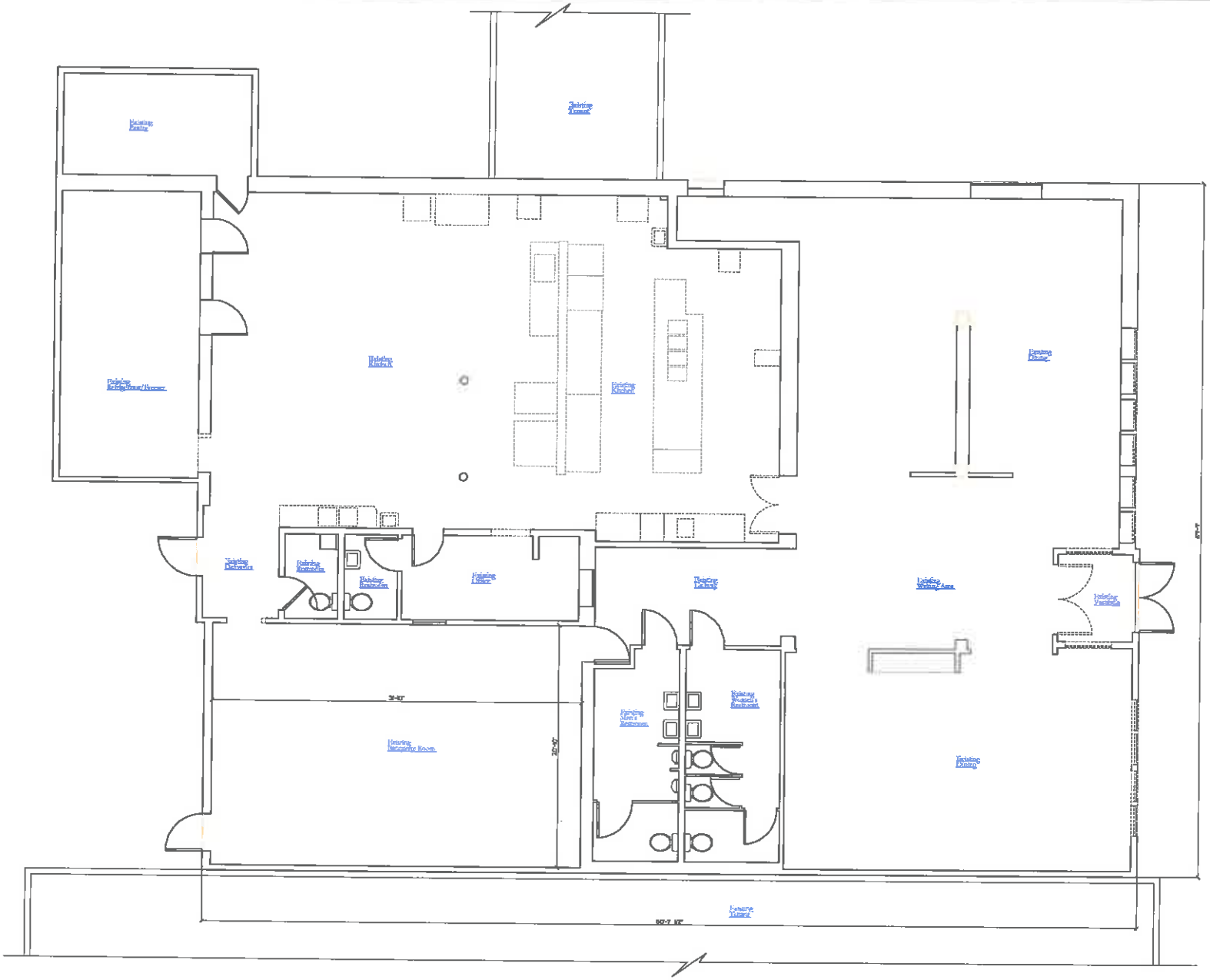
Description	Date
Zoning Approval	January 3, 2023

Westward Architecture
2036 Fischer Road
Gaylord, Michigan
westwardarchitecture.com

Project Number: 2022-1332
Project Name: West Branch Provisioning
Project Address: 518 E. Houghton Ave.
West Branch, MI 48661

SP


55
75
The Woods West Branch - Recreationa
Marathon Gas
Tobacco Alley
Tobacco shop
Northern Refrigeration
Rancheros Mexican Grill
Mexican
Dollar General
Dollar store
PNC Bank
SITE PLAN
N
Description
Date
Zoning Approval
Westward
2036
Gaylord, Mich
westwardarchitecture.com
SP



FLOOR PLAN- DEMOLITION

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

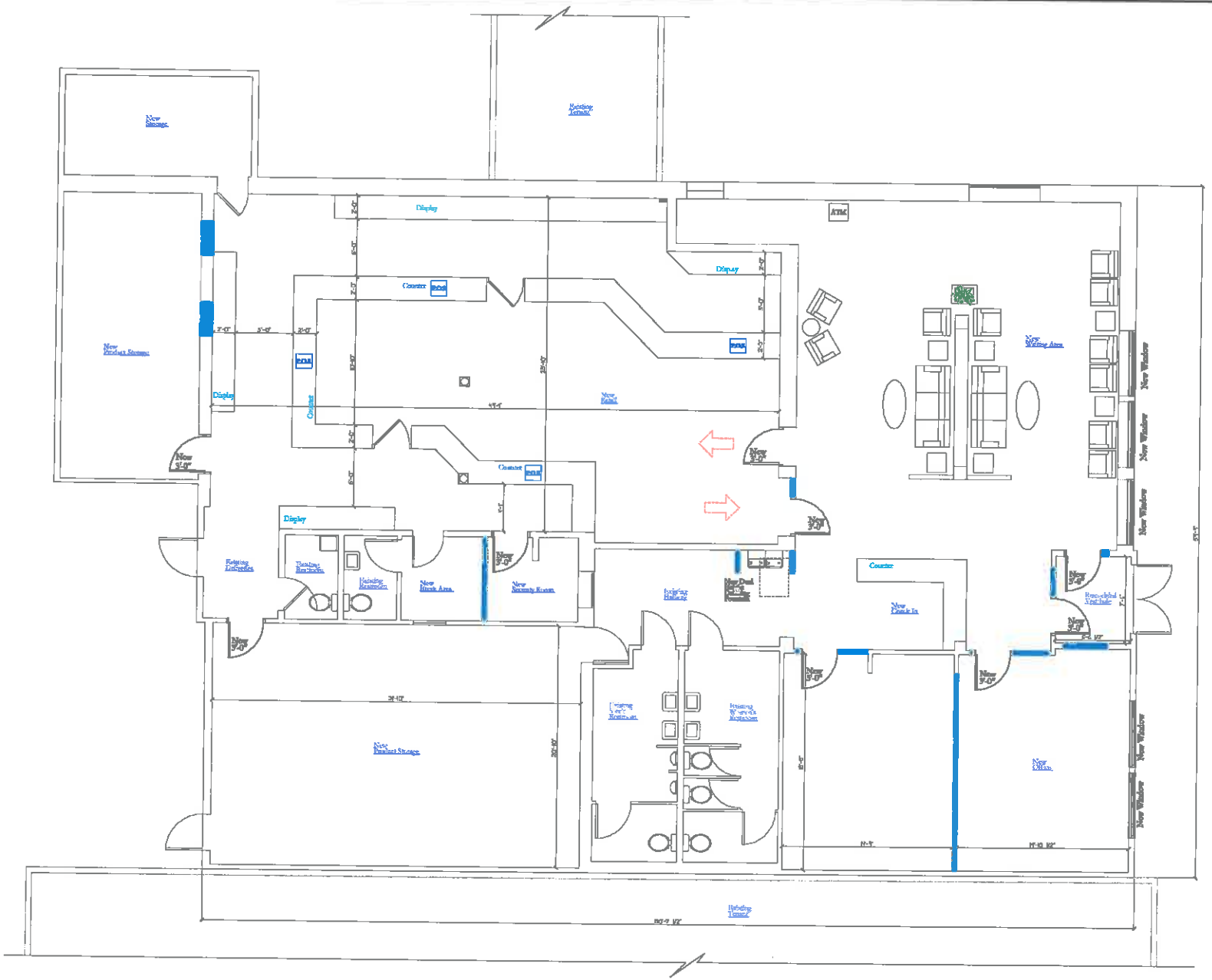
Approx. 5,322 sq. ft.

Description	Date
Zoning Approval	January 3, 2023

Westrand Architecture
2038 Fisher Road
Gaylord, Michigan
www.westrandarchitecture.com

Project Number: 2022-1332
Project Name: West Branch Provisioning
Project Address: 518 E. Houghton Ave.
West Branch, MI 48661

A1



PLOOR PLAN- ALTERATIONS

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

Approx. 5,500 sq. ft.

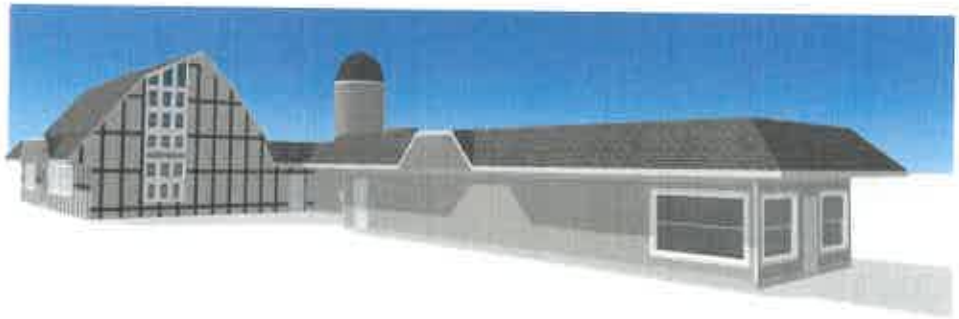
Description	Date
Zoning Approval	January 3, 2023

Westward Architecture
2036 Pinchot Road
Gaylord, Michigan
www.westwardarchitecture.com

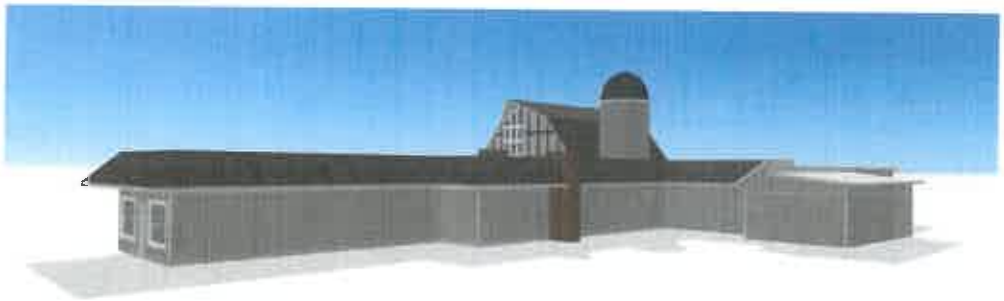
Project Number: 2022-1332
Project Name: West Branch Provisioning
Project Address: 518 E. Houghton Ave.
West Branch, MI 48661

A2

Front Elevation
Existing

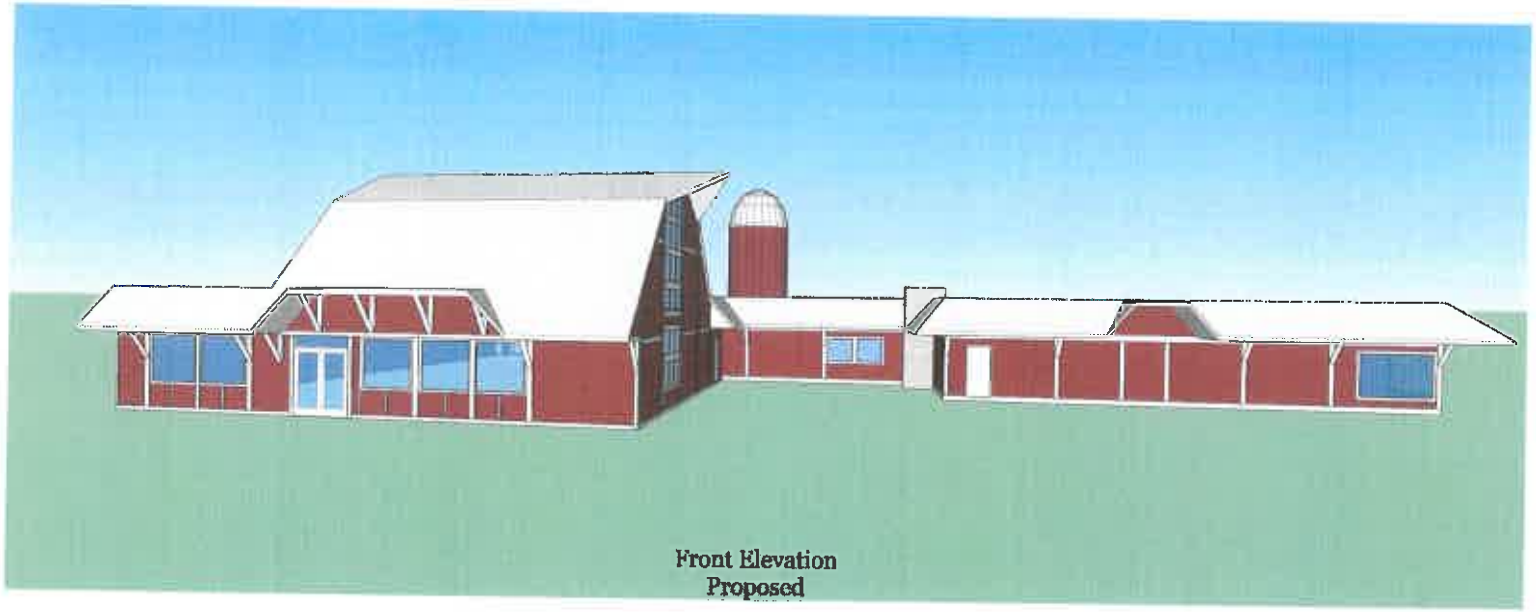


Roadside Elevation
Existing

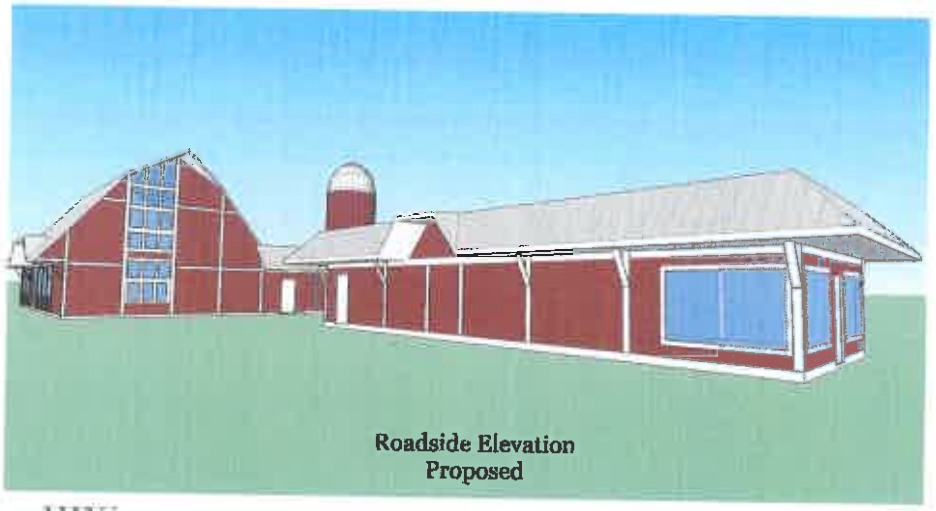


Rear Elevation
Existing

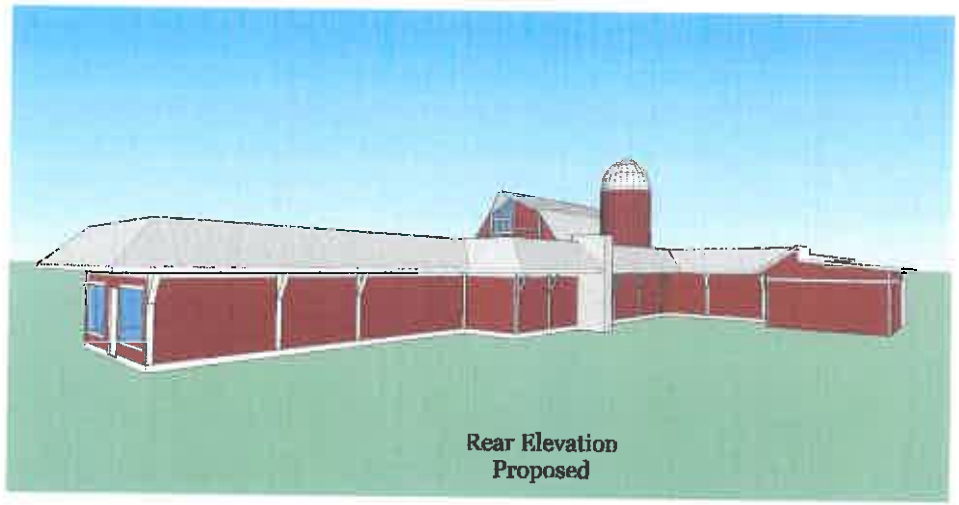
WW
rward Architecture



Front Elevation
Proposed



Roadside Elevation
Proposed



Rear Elevation
Proposed

WW
ward Architecture

Prepared For

Richard Wing

Section 29, T22N-R2E., City of West Branch, Ogemaw County, Michigan

SITE ADDRESS: 518 E. Houghton Ave., West Branch, MI 48661

Property Description:

Parcel A:

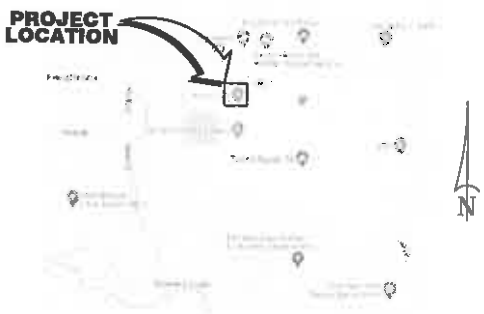
Part of the Northwest 1/4 of the Northwest 1/4 of Section 29, T22N, R2E, City of West Branch, Ogemaw County, Michigan, described as: Commencing at the Northwest Corner of said Section 29; thence S00°45'00"E, along the West Section line, 227.20 feet to the Point of Beginning; thence continuing S00°45'00"E, along the West Section line, 218.74 feet; thence N88°44'25"E, 140.00 feet; thence S00°45'00"E, parallel with the West Section line, 167.91 feet; thence N89°22'30"E, 271.50 feet; thence N00°45'00"W, parallel with the West Section line, 317.00 feet to the centerline of Highway M-76, also known as Business Loop I-75; thence along said centerline on the following 2 courses: 374.25 feet along a curve to the left, having a radius of 1145.93 feet and chord of N80°13'22"W, 372.59 feet; thence N89°34'44"W, 45.19 feet to the Point of Beginning. Containing 2.90 acres and being subject to any restrictions, reservations, easements, rights-of-way, and zoning or governmental regulations of record.

Revised Tax Parcel #052-629-002-00:

Part of the Northwest 1/4 of the Northwest 1/4 of Section 29, T22N, R2E, City of West Branch, Ogemaw County, Michigan, described as: Commencing at the Northwest Corner of said Section 29; thence S00°45'00"E, along the West Section line, 385.98 feet to the Point of Beginning; thence continuing S00°45'00"E, along the West Section line, 59.96 feet; thence N88°44'25"E, 140.00 feet; thence N00°45'00"W, parallel with the West Section line, 60.22 feet; thence S88°38'13"W, along north line of an existing party wall extended, 87.25 feet; thence N01°21'47"W, along an existing wall, 8.98 feet; thence S88°38'13"W, along an existing wall, 8.98 feet; thence S01°21'47"E along an existing wall, 8.98 feet; thence S88°38'13"W, along said party wall extended, 35.37 feet back to the Point of Beginning.

Sheet Index:

C-1 Cover Sheet
C-2 General Notes
C-3 Site Plan



LOCATION MAP
N.T.S.

811 Know what's below. Call before you dig.

PROJECT NUMBER: P-220438
ENGINEER: Timothy L. Lapham, P.E., P.S. 27595
DRAWN BY: J.E. Bell
DATE: December xx, 2022
SCALE: N/A
SHEET C-1
REVISED:
REVISED:

Cover Sheet
Richard Wing
518 E. Houghton Ave.
West Branch, MI 48661

LAPHAM ASSOCIATES
ENGINEERING PLANNING ENVIRONMENTAL SURVEYING
116 South 3rd Street
West Branch, MI 48661
P (989) 345-5030
F (989) 345-7302
www.laphamassoc.com

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APPROVED USE FOR:
- ☒ PRELIMINARY
- ☐ PERMITTED
- ☐ CONSTRUCTION
- ☐ FINAL RECORD

C-1

Prepared For

Richard Wing

Section 29, T22N-R2E., City of West Branch, Ogemaw County, Michigan

SITE ADDRESS: 518 E. Houghton Ave., West Branch, MI 48661

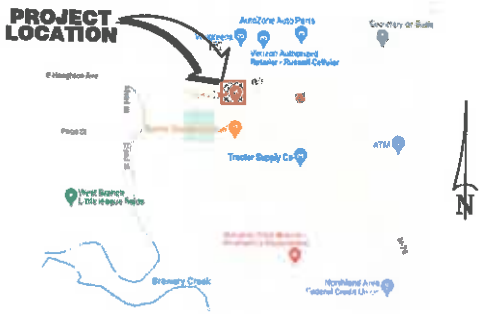
Property Description:

Parcel A:

Part of the Northwest 1/4 of the Northwest 1/4 of Section 29, T22N, R2E, City of West Branch, Ogemaw County, Michigan, described as: Commencing at the Northwest Corner of said Section 29; thence S00°45'00"E, along the West Section line, 227.20 feet to the Point of Beginning; thence continuing S00°45'00"E, along the West Section line, 218.74 feet; thence N88°44'25"E, 140.00 feet; thence S00°45'00"E, parallel with the West Section line, 167.91 feet; thence N89°22'30"E, 271.50 feet; thence N00°45'00"W, parallel with the West Section line, 317.00 feet to the centerline of Highway M-76, also known as Business Loop I-75; thence along said centerline on the following 2 courses: 374.25 feet along a curve to the left, having a radius of 1145.93 feet and chord of N80°13'22"W, 372.59 feet; thence N89°34'44"W, 45.19 feet to the Point of Beginning. Containing 2.90 acres and being subject to any restrictions, reservations, easements, rights-of-way, and zoning or governmental regulations of record.

Revised Tax Parcel #052-629-002-00:

Part of the Northwest 1/4 of the Northwest 1/4 of Section 29, T22N, R2E, City of West Branch, Ogemaw County, Michigan, described as: Commencing at the Northwest Corner of said Section 29; thence S00°45'00"E, along the West Section line, 385.98 feet to the Point of Beginning; thence continuing S00°45'00"E, along the West Section line, 59.96 feet; thence N88°44'25"E, 140.00 feet; thence N00°45'00"W, parallel with the West Section line, 60.22 feet; thence S88°38'13"W, along north line of an existing party wall extended, 87.25 feet; thence N01°21'47"W, along an existing wall, 8.98 feet; thence S88°38'13"W, along an existing wall, 8.98 feet; thence S01°21'47"E along an existing wall, 8.98 feet; thence S88°38'13"W, along said party wall extended, 35.37 feet back to the Point of Beginning.



LOCATION MAP
N.T.S.

Sheet Index:

C-1 Cover Sheet
C-2 General Notes
C-3 Site Plan

811
Know what's below. Call before you dig.

PROJECT NUMBER: P-22043S | DRAWN BY: B.E. Bell | SCALE: N/A
ENGINEER: Timothy L. Lapham, P.E., P.S. 27695 | DATE: December xx, 2022 | SHEET C-1
REVISED:
REVISED:

Cover Sheet

Richard Wing

518 E. Houghton Ave.
West Branch, MI 48661

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ENGINEERING PLANNING ENVIRONMENTAL SURVEYING
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C-1

1. **SOIL EROSION:** The DEVELOPER shall submit a detailed Soil Erosion and Sedimentation Control plan and obtain an Act 451 Part 91, Soil Erosion and Sedimentation Control permit. This includes the payment of fees and the providing of necessary bonds. **No earth changes or excavation shall be started prior to the issuance of this permit.** The DEVELOPER shall protect all existing and proposed storm sewer facilities on and adjacent to the site during excavation and construction. All sediment shall be contained on site. Any silt in county drains, storm sewer, culverts, etc. as a result of this project, shall be removed by the DEVELOPER at the cost of the DEVELOPER.

2. **FLOOD PLAIN OR WETLAND CONSTRUCTION:** The DEVELOPER shall apply to the Michigan Department of Environment Great Lakes and Energy (EGLE) for a permit for the alteration and/or occupation of a flood plain or floodway, as required under PA 451. Evidence of this permit may be required prior to plan approval.

3. **NPDES STORM WATER DISCHARGE PERMIT:** The owner of the property shall obtain a NPDES Storm Water Discharge permit for construction activities from EGLE as required under Public Act 451. The notice of coverage form shall be submitted with the Soil Erosion Control permit application. All EGLE fees shall accompany the Notice of Coverage.

4. **ROAD COMMISSION PERMIT:** The DEVELOPER shall obtain a permit from the City to perform work within the City Right-of-Way. All fees for the permit, bonds and insurances are the responsibility of the developer.

5. **MUNICIPALITY SANITARY SEWER AND WATER PERMIT:** Prior to the issuance of a building permit by the local municipality, the developer may be required to obtain a sanitary sewer and/or water tap-in permit from the owning municipality.

6. **STATE CONSTRUCTION PERMITS:** The water main construction permits from the Michigan Department of Environment Great Lakes and Energy shall be submitted to the EGLE after approval local municipality. Construction shall not begin until these state permits are issued.

7. **Utility Warning** - Underground locations as shown on the plans were obtained from utility owners, and were not field located. A minimum of three (3) working days prior to beginning construction, the contractor shall notify "MISS DIG" (800-482-7171) and have all underground utilities staked before any work may begin. The contractor shall be responsible for the protection and/or relocation of all utilities that may interfere with construction. Three (3) Working Days Before You DIG - Call MISS DIG (1-800-482-7171).

WETLANDS

OTHER NOTES

1. The contractor shall be responsible to review and be familiar with all portions of these plans. Any discrepancies between different portions of the plans shall be brought to the attention of the Engineer and shall be resolved prior to construction.

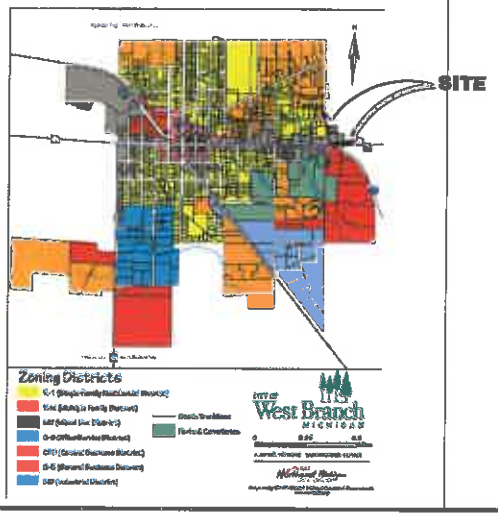
NRCS SOILS MAP

[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]
[illegible]		[illegible]	[illegible]

PLAN LEGEND

- OVERHEAD ELECTRIC LINE
- BURIED GAS LINE
- SANITARY SEWER
- WATER MAIN
- UNDERGROUND TELEPHONE
- SANITARY MANHOLE
- STORM MANHOLE
- CATCH BASIN
- CURB INLET
- FIRE HYDRANT
- WATER VALVE
- LIGHT POLE
- STREET SIGN
- FENCE LINE
- UTILITY POLE
- TELECOMMUNICATIONS RISER
- FOUND CAPPED IRON
- SET CAPPED IRON
- BITUMINOUS PAVING
- CONCRETE PAVING OR WALKWAY
- PLS SYSTEM CORNER
- R = RECORDED AS IN TITLE DESCRIPTION
- P = PREVIOUSLY DESCRIBED
- M = MEASURED AS
- PROPOSED LIGHT POLE

ZONING MAP



ABBREVIATIONS

LIST OF ABBREVIATIONS	Definitions
A.C.	Alternating Current
A.F.C.	Adult Foster Care
ASPH.	Asphalt Paving
ASTM	American Society of Testing Materials
AWS	American Welding Society
AWWA	American Waterworks Association
BLDG.	Building
CIP	Compacted in place
CL	Class
CONC.	Concrete
C.Yd. or CYD	Cubic Yard
DR	Dimension Ratio
°	Degrees
EA	Each
EJ	East Jordan Iron Works
ELEV.	Elevation
EX	Existing
F.F.	Finish Floor
G.P.M.	Gallons Per Minute
I.D.	Inside Diameter
Inv.	Invert
Lbs.	Pounds
LFT	Lineal Feet
L.S.	Lump Sum
Max.	Maximum
MDOT	Michigan Department of Transportation
MH	Manhole
MIL	Millimeter
Min.	Minimum
MUW	Maximum Unit Weight at optimum moisture content
No.	Number
NSF	National Sanitation Foundation
OSHA	Occupational Safety Health Administration
PSIGP	Pounds per square inch gauge
PVC	Polyvinyl Chloride
R.O.W. or R/W	Right-of-Way
RAD.	Radius
SDR	Standard Dimension Ratio
SYD	Square Yard
T.D.H.	Total Dynamic Head
V.L.F.	Vertical Lineal Feet
'	Minutes of angles or Feet
"	Seconds of angles or Inches
%	Percent
#	Pounds

PROJECT NUMBER: PJ-23-005 | DRAWN BY: S.E. Bell | SCALE: N/A
ENGINEER: Timothy L. Lapham, P.E., P.S. 27985 | DATE: December, 2022 | SHEET C-2
REVISED:
REVISED:

General Notes

Richard Wing
518 E. Houghton Ave.
West Branch, MI 48661

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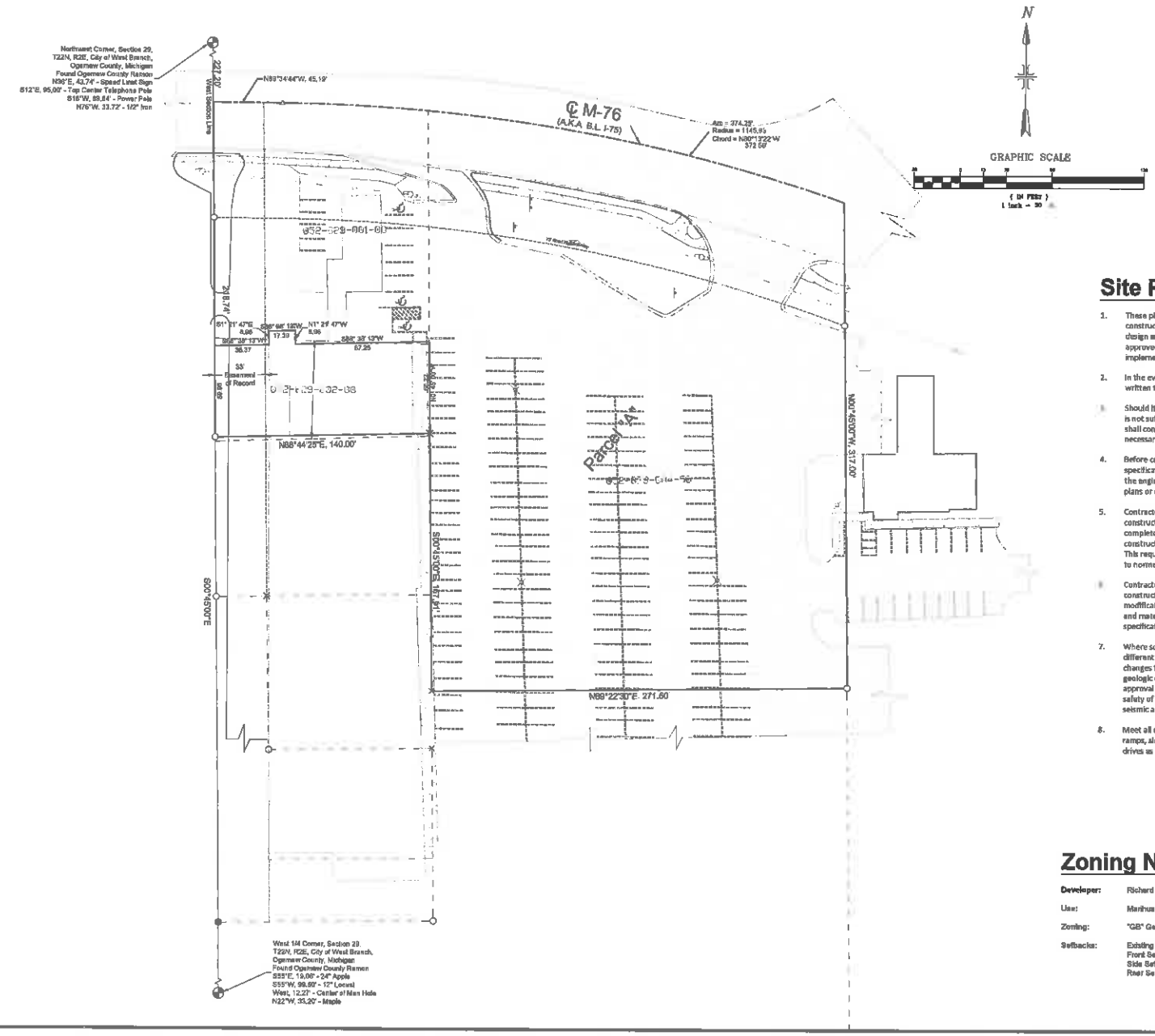
C-2



Site Plan Notes:

1. These plans and specifications are subject to modification during construction when conditions develop that were not apparent during the design and preparation of these plans. All modifications must be approved by local jurisdiction prior to construction and/or implementation.
2. In the event of any discrepancy between any drawing and the figures written thereon, the figures shall be taken as correct.
3. Should it appear that the work to be done or any matter relative thereto is not sufficiently detailed or explained on these plans, the contractor shall contact the engineer for such further explanations as may be necessary.
4. Before commencement of work, the contractor shall review all plans and specifications and the job site. The contractor shall notify the owner and the engineer of any discrepancies that may require modification to these plans or of any field conflicts.
5. Contractor agrees that in accordance with generally accepted construction practices, the contractor will be required to assume sole and complete responsibility for job site conditions during the course of construction of the project, including safety of all persons and property. This requirement shall be made to apply continuously and not be limited to normal working hours.
6. Contractor shall obtain all necessary permits prior to commencing construction involving right-of-ways, and for the construction, modification, or connection to facilities. All workmanship, equipment and materials shall conform to local jurisdiction standards and specifications.
7. Where soil or geologic conditions encountered in grading operations are different from those generally anticipated, or where conditions warrant changes to the recommendations contained therein, a report of soil or geologic conditions shall be submitted along with proposed changes for approval and shall be accompanied by an engineer's opinion as to the safety of the site from the possibility of land slippage, settlement and seismic activity.
8. Meet all current applicable ADA requirements for parking, signage, ramps, sidewalks, and warning notification on sidewalks approaching drives as required.

Zoning Notes:

Developer:	Richard Wing
Use:	Marihuana Retailer Is Allowed By Special Use Per Sec. 4.9
Zoning:	"GB" General Business
Setbacks:	Existing non conforming parcel with party walls. Front Setback 25' Side Setback 20' Rear Setback 25'

PROJECT NUMBER: P-220435
ENGINEER: Timothy L. Lisbona, P.E., P.S. 27595
REVISED:
REVISED:
DRAWN BY: S.E. Sell
DATE: December xx, 2022
SCALE: 1" = 30'
SHEET C-3

Site Plan

Richard Wing

518 E. Houghton Ave.
West Branch, MI 48661

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C-3

City of West Branch
Ordinance No. 22-01 of 2022

An ordinance to amend the City of West Branch Zoning Ordinance Section 2.2 (Specific Terms), Section 4.7 (Office Service District), Section 4.9 (General Business District), Section 4.10 (Industrial District), Section 4.11 (Full Table of Permitted & Special Land Uses), and Section 7.26 (Marihuana Facilities and Establishments).

The City of West Branch, Ogemaw County, Michigan ordains:

Section 1: Additions and deletions to the City of West Branch Zoning Ordinance Section 2.2 (Specific Terms), Section 4.7 (Office Service District), Section 4.9 (General Business District), Section 4.10 (Industrial District), Section 4.11 (Full Table of Permitted & Special Land Uses), and Section 7.26 (Marihuana Facilities and Establishments)

That the City of West Branch Zoning Ordinance, Section 2.2 (Specific Terms), is hereby amended to read as follows:

MARIHUANA: In addition to the following definitions, the City adopts all definitions contained in any of the State rules, regulations, statutes, and administrative code enacted for the purpose of regulating marihuana facilities and establishments.

A. ***DEPARTMENT:*** The Department of Licensing and Regulatory Affairs or any successor agency.

B. ***ENCLOSED, LOCKED FACILITY:*** That term as defined in Section 3 of Initiated Law 1 of 2008, as amended (Michigan Medical Marihuana Act, being MCL 333.26423).

C. ***MARIHUANA ESTABLISHMENT:*** An enterprise at a specific location at which a licensee is licensed to operate under **Initiated Law 1 of 2018, Medical Regulation and Taxation of Marihuana Act**, MCL 333.27951 et seq.; including a marihuana grower, marihuana microbusiness, marihuana processor, marihuana retailer, marihuana secure transporter, or marihuana safety compliance facility.

   1. ***MARIHUANA GROWER:*** A person licensed to cultivate marihuana and sell or otherwise transfer marihuana to marihuana establishments. For the purposes of this Ordinance, "marihuana grower" and "grower" may be used interchangeably.

   2. ***MARIHUANA MICROBUSINESS:*** A person licensed to cultivate not more than 150 marihuana plants; process and package marihuana; and sell or otherwise transfer marihuana to individuals who are 21 years of age or older or to a marihuana safety compliance facility, but not to other marihuana establishments.

   3. ***MARIHUANA PROCESSOR:*** A person licensed to obtain marihuana from marihuana establishments; process and package marihuana; and sell or otherwise transfer marihuana to

marihuana establishments. For the purposes of this Ordinance, "marihuana processor" and "processor" may be used interchangeably.

4. ***MARIHUANA RETAILER***: A person licensed to obtain marihuana from marihuana establishments and to sell or otherwise transfer marihuana to marihuana establishments and to individuals who are 21 years of age or older.

5. ***MARIHUANA SECURE TRANSPORTER***: A person licensed to obtain marihuana from marihuana establishments in order to transport marihuana to marihuana establishments. For the purposes of this Ordinance, "marihuana secure transporter" and "secure transporter" may be used interchangeably.

6. ***MARIHUANA SAFETY COMPLIANCE FACILITY***: A person licensed to test marihuana, including certification for potency and the presence of contaminants. For the purposes of this Ordinance, "marihuana safety compliance facility" and "safety compliance facility" may be used interchangeably.

D. ***MARIHUANA FACILITY***: An enterprise at a specific location at which a licensee is licensed to operate under **2016 PA 281, Medical Marihuana Facilities Licensing Act**, MCL 333.27101 et seq.; including a grower, processor, provisioning center, secure transporter, or safety compliance facility. The term does not include or apply to a "primary caregiver" or "caregiver" as that term is defined in the **Michigan Medical Marihuana Act**, MCL 333.26421 et seq.

1. ***GROWER***: A licensee that is a commercial entity located in this state that cultivates, dries, trims, or cures and packages marihuana for sale to a processor or provisioning center. For the purposes of this Ordinance, "marihuana grower" and "grower" may be used interchangeably.

2. ***PROCESSOR***: A licensee that is a commercial entity located in this state that purchases marihuana from a grower and that extracts resin from the marihuana or creates a marihuana-infused product for sale and transfer in packaged form to a provisioning center. For the purposes of this Ordinance, "marihuana processor" and "processor" may be used interchangeably.

3. ***PROVISIONING CENTER***: A licensee that is a commercial entity located in this state that purchases marihuana from a grower or processor and sells, supplies, or provides marihuana to registered qualifying patients, directly or through the patients' registered primary caregivers. Provisioning center includes any commercial property where marihuana is sold at retail to registered qualifying patients or registered primary caregivers. A noncommercial location used by a primary caregiver to assist a qualifying patient connected to the caregiver through the department's marihuana registration process in accordance with the Michigan medical marihuana act is not a provisioning center for purposes of this act.

4. ***SAFETY COMPLIANCE FACILITY***: A licensee that is a commercial entity that receives marihuana from a marihuana facility or registered primary caregiver, tests it for contaminants and for tetrahydrocannabinol and other cannabinoids, returns the test results, and may return the marihuana to the marihuana facility. For the purposes of this Ordinance, "marihuana safety compliance facility" and "safety compliance facility" may be used interchangeably.

5. ***SECURE TRANSPORTER:*** A license that is a commercial entity located in this state that stores marihuana and transports marihuana between marihuana facilities for a fee. For this Ordinance, "marihuana secure transporter" and "secure transporter" may be used interchangeably.

E. ***MARIHUANA:*** That term as defined in Section 7106 of the Public Health Code, 1978 PA 368, MCL 333.7106.

F. ***MEDICAL USE:*** The acquisition, possession, cultivation, manufacture, use, internal possession, delivery, transfer or transportation of marihuana or paraphernalia relating to the administration of marihuana to treat or alleviate a registered qualifying patient's debilitating medical condition or symptoms associated with the debilitating medical condition.

G. ***PERSON:*** An individual, corporation, limited liability company, partnership, limited partnership, limited liability partnership, limited liability limited partnership, trust, or other legal entity.

H. ***PHYSICIAN:*** An individual licensed as a physician under Part 170 of the Public Health Code, 1978 PA 368, MCL 333.17001—333.17084, or an osteopathic physician under Part 175 of the Public Health Code, 1978 PA 368, MCL 333.17501—333.17556.

I. ***PRIMARY CAREGIVER:*** That term defined in Section 3 of Initiated Law 1 of 2008, as amended (Michigan Medical Marijuana Act, being MCL 333.26423) who is at least 21 years old and who has been registered by State Department of Licensing and Regulatory Affairs or any successor agency to assist with a Qualifying Patients' use of medical marijuana.

J. ***PRIMARY CAREGIVER FACILITY***: A building in which the activities of a Primary Caregiver are conducted.

K. ***QUALIFYING PATIENT:*** That term defined in Section 3 of Initiated Law 1 of 2008, as amended (Michigan Medical Marijuana Act, being MCL 333.26423) who has been diagnosed by a physician as having a debilitating medical condition as provided by the Michigan Medical Marijuana Act and who has obtained a duly issued registry identification card from the State Department of Licensing and Regulatory Affairs or any successor agency.

L. ***REGISTRY IDENTIFICATION CARD:*** A document issued by the department that identifies a person as a registered qualifying patient or registered primary caregiver.

That the City of West Branch Zoning Ordinance, Section 4.7 (Office Service District), is hereby amended to read as follows:

TABLE OF PERMITTED USES & SPECIAL LAND USES	
P = Permitted by right *S = Permitted with a Special Use Permit* **supplemental development regulations*	O-S
Commercial, Services & Retail	
Provisioning Center or Marihuana Retailer	S*
Marihuana Safety Compliance Facility	S*

That the City of West Branch Zoning Ordinance, Section 4.9 (General Business District), is hereby amended to read as follows:

TABLE OF PERMITTED USES & SPECIAL LAND USES	
P = Permitted by right S = Permitted with a Special Use Permit *supplemental development regulations	G-B
Commercial, Services & Retail	
Provisioning Center or Marihuana Retailer	S*

That the City of West Branch Zoning Ordinance, Section 4.10 (Industrial District), is hereby amended to read as follows:

TABLE OF PERMITTED USES & SPECIAL LAND USES	
P = Permitted by right S = Permitted with a Special Use Permit *supplemental development regulations	IND
Commercial, Services & Retail	
Marihuana Grower (Class A, Class B, or Class C)	S*
Provisioning Center or Marihuana Retailer	S*
Marihuana Processor	S*
Marihuana Secure Transporter	S*

That the City of West Branch Zoning Ordinance, Section 4.11 (Full Table of Permitted & Special Land Uses), is hereby amended to read as follows:

Table 4.11 - Full Table of Permitted Uses & Special Land Uses							
P = Permitted by right S = Permitted with a Special Use Permit *supplemental development regulations	R-1	R-M	MU	O-S	CBD	G-B	IND
Commercial, Services & Retail							
Marihuana Grower (Class A, Class B, or Class C)							S*
Provisioning Center or Marihuana Retailer				S*		S*	S*
Marihuana Processor							S*
Marihuana Safety Compliance Facility				S*			
Marihuana Secure Transporter							S*

That the City of West Branch Zoning Ordinance, Section 7.26 (Marihuana Facilities and Establishments), is hereby added to read as follows:

A. **General Standards and Submission Requirements.**

1. Marihuana facilities and establishments shall remain in compliance with the State of Michigan licensing requirements.

2. Marihuana facilities and establishments shall receive a license from the City prior to operating and shall continue to comply with the City of West Branch Marihuana Facility and Marihuana Establishment Licensing Ordinance No. 22-02.

3. The following shall be submitted in conjunction with the licensing application:

   a. **Site Plan.** Site Plan pursuant to **Article 5** and **Article 6**.

      (1) Site Plan should show public, private, and secured areas.

      (2) For growers, the site plan must also show secured areas and any type of outdoor storage.

B. **Standards.**

1. **Compliance with State Regulations**. Each marihuana facility or establishment shall be operated in compliance with the laws and provisions of the State of Michigan.

2. **Location**. Each marihuana facility or establishment shall be operated only from the premises approved on the site plan. No marihuana facility or establishment shall be permitted to operate from a movable, mobile or transitory location, except for a permitted and licensed marihuana secure transporter when engaged in the lawful transport of marihuana.

3. **Co-Location.** A marihuana grower, marihuana processor and a marihuana retailer may operate from within a single facility operating pursuant to the **Medical Regulation and Taxation of Marihuana Act** and may operate from a location shared with a marihuana facility(s) operating pursuant to the **Medical Marihuana Facilities Licensing Act** and the rules of the State. Co-location may only occur if all uses are allowed in the zoning district in which the property is located.

4. **Indoor Operation Required**. All activities of marihuana facilities or establishments, including, without limitation, distribution, growth, cultivation, processing, transfer, or sale of marihuana, and all other related activity permitted under the permit holder's license or permit must occur indoors. The establishment operation and design shall minimize any impact to adjacent uses, including the control of any odor by maintaining and operating an air filtration system so that no abatable nuisance odor is detectable at the property line of the permitted premises. with the exception of secure transporters, the establishments operation and design shall minimize any impact to adjacent uses, including the control of odor by maintaining and operating an air filtration system as follows:

   a. The building shall be equipped with an activated carbon filtration system for odor control to ensure that air leaving the building through an exhaust vent first passes through an activated carbon filter.

   b. The filtration system shall be maintained in working order and shall be in use. The filters shall be changed a minimum of once every 365 days.

   c. Doors and windows shall remain closed, except for the minimum length of time needed to allow people to ingress or egress the building.

d. An alternative odor control system is permitted if the special land use permit applicant submits and the municipality accepts a report by a mechanical engineer licensed in the State of Michigan demonstrating that the alternative system will control odor as well or better than the activated carbon filtration system otherwise required. The municipality may hire an outside expert to review the alternative system design and advise as to its comparability and whether in the opinion of the expert it should be accepted.

5. **Separation Distances.** Marihuana facilities and establishments shall not be located within five hundred (500) feet of any building used for education, child care, park, or addiction treatment purposes (herein referred to as "eligible buildings") whether or not those eligible buildings are in the City of West Branch. This measurement shall be the distance from any building in which the facility or establishment is operating and an eligible building on another lot or to the lot line of a park. These required separation distances cannot be waived except as allowed below:

   a. The application shall provide evidence that all eligible buildings within the separation distance area have been notified by the applicant of the intent to seek a waiver from the separation distance requirements. Failure to satisfy this requirement may be grounds to deny a proposed separation distance waiver.

   b. If an objection is not filed by the owners or tenants of an eligible building, the Planning Commission may waive the required separation distance, at the public hearing, in accordance with the standards provided in subsection (c).

   c. The Planning Commission may grant a reduction in the separation distances upon finding that granting the reduced separation distance:

      (1) will not cause a substantially adverse effect on neighboring properties and will not produce nuisance conditions to occupants of nearby properties or impair quality of life.

      (2) will not otherwise impair the public health, safety and general welfare of the residents.

      (3) Will not damage the neighborhood character.

   d. Prior to granting the waiver, signed statements shall be required from each impacted property owner (whose property contains an eligible building within five hundred (500) feet of the proposed facility) which indicate that each owner of the property is aware of and in agreement with the waiver. All owners listed in the City tax records shall sign the statement.

Section 2: Severability

If any clause, sentence, paragraph or part of this Ordinance shall for any reason be finally adjudged by any court of competent jurisdiction to be invalid, such judgment shall not affect, impair or invalidate the remainder of this Ordinance but shall be confined in its operation to the clause, sentence, paragraph or part thereof directly involved in the controversy in which such judgment is rendered.

Section 3: Saving Clause

The City of West Branch Zoning Ordinance, except as herein or heretofore amended, shall remain in full force and effect. The amendments provided herein shall not abrogate or affect any offense or act committed or done, or any penalty or forfeiture incurred, or any pending fee, assessments, litigation, or prosecution of any right established, occurring prior to the effective date hereof.

Section 4: Effective Date

The ordinance changes shall take effect upon the expiration of seven days after the publication of the notice of adoption.

_____

Mayor, City of West Branch

_____

City of West Branch Clerk

I, Lori Ann Clover, Clerk for the City of West Branch, hereby certify that the foregoing is a true and correct copy of Ordinance No. 22-02 of 2022 of the City of West Branch, adopted by at a meeting of the City Council held on April 18, 2022.

A copy of the complete ordinance text may be inspected or purchased at the West Branch City Hall at 121 N. Fourth Street, West Branch, Michigan.

Adopted: April 18, 2022 Published: April 28th, 2022 Effective: May 5, 2022 subject to PA 110 of 2006 as amended

Zoning Administrator review for Richard Wing Special use and zoning

LOT/BUILDING RESTICTIONS

The proposed business will be using the existing building and will not be changing the footprint of the building. The building is nonconforming because it is built in the road right of way. Section 3.27 of the City's zoning ordinance deals with nonconforming structures. Below are the rules from that section that deal with nonconforming structures.

C. Change in Tenancy or Ownership. There may be a change of tenancy, ownership, or management of any existing nonconforming uses or structures provided there is no change in the nature or character of such nonconforming uses except in conformity with the provisions of this Ordinance. (With the change in ownership, as long as he is not changing the footprint of the building, he is allowed to keep the nonconformity.)

D. Repair of Nonconforming Structure or Building Used for Nonconforming Use. Nothing in this Ordinance shall prevent the strengthening or restoring to a safe condition any part of any building or structure declared unsafe by the Building Official or to comply with barrier-free requirements of the Americans with Disabilities Act (a variance may be required). Nothing in this Ordinance shall prevent any alteration, improvement or repair as required by the Health Department as necessary to protect the public health, safety, and welfare. (This would allow for the interior remodeling which may require some changes to the layout to conform to current health regulations or building requirements.)

E. Nonconforming Structures. 1. Alterations to Nonconforming Structures. Alterations to nonconforming structures are permitted, however no structure may be enlarged or structurally altered in such a way as to increase its nonconformity. A reduction of the degree of nonconformance in one respect is not permitted to offset an increase in the degree of nonconformance in another respect. Thus, square footage may not be "traded" from one portion of a building to another. (His alterations to the building would only be visual in nature only and not enlarge or change the structure. The redoing of the exterior does not increase any nonconformity)

PARKING REQUIREMENTS

The building is supported by a large shared plaza center parking lot. There will be no issues with parking. The parking lot has its own snow storage plan.

MISCELLANEOUS REQUIRMENTS

The owner has discussed his intention to reach out the MDOT and possibly go over the entrances to the plaza and see if a different set up would possibly alleviate traffic going in and out of the location. This would not have any bearing on our approval and would be between the owner and MDOT.

Mike Killackey looked over the plans and has no issues with the plans.

Chief Walters was shown the plans and he has no issues with the plan.

CONCLUSION

As per Section 6.5 of the zoning ordinance Special Use Approval Standards. The following regulations must be considered to approve a special use.

A. General.

1. The property subject to the application is located in a zoning district in which the proposed Special Land Use is allowed. (Marijuana retail is allowed in the General Business district as a special use)

2. The proposed use will be harmonious and in accordance with the general objectives or any specific objectives of the Master Plan. (The plan does fall in line with the Master Plan with it including the updating of aging buildings, improving the quality of life for the community, and promoting public health, safety, and welfare for the region's citizens)

3. The proposed use will be consistent with the intent and purposes of this Ordinance. (The plan does not have any violations of the ordinance)

B. Compatibility with Adjacent Uses.

1. The proposed use will be designed, constructed, operated, and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and will not change the essential character of the area. (They will be using the existing building so it will not change the appearance or character of the area. They will be redoing the entire exterior to improve the overall look of the building.)

2. The proposed use will not be hazardous or disturbing to existing uses or uses reasonably anticipated in the future and shall not disrupt the orderly and proper development of the neighborhood as a whole. (Concerns have been raised with the potential for possible odor that can be released from a marijuana center. The plan does call for specialization filters to be used in the remodeling of the building to prevent any potential odor issues. Other than the possible odor, I do not see anything that would create any hazards to the community nor will it disrupt or cause issues for future development.)

3. The proposed use will be an improvement in relation to property in the immediate vicinity and to the City as a whole. (The plan calls for the exterior of his building to be totally redone along with some interior remodeling which will improve the aesthetics of the area while increasing the taxable value of the City)

C. Public Services.

1. The proposed use will be served adequately by essential public services and facilities or that the persons responsible for the establishment of the proposed use will provide adequately any such service or facility. (The plan can be served by the existing public infrastructure)

2. The proposed use will not create excessive additional public costs and will not be detrimental to the economic welfare of the City. (The plan will not create any additional public costs nor be detrimental to the City's economic welfare. It will actually improve the economic welfare of the City by increasing the taxable value of the property. The plan will also increase the revenues sharing with the State.)

D. Impact of Traffic on Street System.

1. The location and design of the proposed use shall minimize the negative impact on the street system in consideration of items such as vehicle trip generation (i.e. volume), types of traffic, access location and design, circulation and parking design, street and bridge capacity, traffic operations at proposed access points, and traffic operations at nearby intersections and access points. (There is the possibility that the area could see some increase in traffic; however, I don't believe the plan will cause a significant impact to the street operation. The owner has discussed working with MDOT to get their thoughts on the entrance and exits of the plaza. They may look at eliminating the first entrance, requiring everyone to use the light at the far east end of the plaza which could increase the traffic safety)

2. The proposed use shall not cause traffic congestion, conflict, or movement in greater proportion to that normally prevailing for the use in the particular zoning district. (Other than a possible slight increase in volume, the plan will not create any additional traffic concerns)

I have not received any correspondence from anyone in the public on this issue.

Because all of the special use standards were met and I don't not see any issues with the plans nor do I see anything in violation of our ordinance, I would recommend approval of the special use permit and site plan as submitted.

We would need a motion to approve the special use permit submitted by Richard Wing for the property commonly known as 518 E. Houghton Ave because the plan meets all of the general requirements for a special use, is compatible with the adjacent uses, does not burden public services, and does not impact traffic safety.

We would also need a motion to approve site plan ZP 22-29 for Richard Wing as submitted.

Sign Permit

Unfinished Business

New Business

BYLAWS OF PLANNING COMMISSION

Article IV: Officers

4.1.1 Officers. Officers of the Commission are appointed members of the commission and shall consist of a Chairperson and Secretary. The Commission may appoint other officers if deemed appropriate.

4.3.7 Election. The Commission shall, at the first practical meeting, select from its membership a Chairperson and Secretary, to serve for a twelve (12) month period, and who shall be eligible for re-election. Newly elected officers shall assume their office immediately after the election. Vacancies in office shall be filled immediately by regular election procedure.

City of West Branch
Capital Improvement Plan
Fiscal Years 2020-2026

CITY OF
West Branch
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City of West Branch
Capital Improvements Plan

In accordance with Michigan Planning Enabling (PA 33 of 2008), we are pleased to present the City of West Branch 2020-2026 Capital Improvement Plan (CIP).

Traditionally, the City of West Branch has included its capital improvements in the annual budget as required by City Charter. However, the Planning Enabling Act calls for a long-term capital improvement plan to be reviewed annually. This document will serve as a planning guide for the next six (6) years. The CIP continues to be an exceptional tool that benefits our community by identifying the City's future needs. The CIP project location maps help to visualize infrastructure projects, and the supporting documentation provides prioritized and coordinated work plans that also help to direct the City's future needs.

A CIP is a multi-year planning instrument used to identify needs and financing sources for public infrastructure improvements. The purpose of a CIP is to facilitate the orderly planning of infrastructure improvements; to maintain, preserve, and protect the City of West Branch's existing infrastructure system; and to provide for the acquisition or scheduled replacement of equipment to ensure the efficient delivery of services to the community. The CIP is also utilized to ensure that capital improvements are fiscally sound and consistent with the goals and policies of the governing body and the residents of the community.

A comprehensive CIP is an essential tool for the planning and development of the social, physical, and economic wellbeing of the community. This process is a necessary step in an organized effort to strengthen the quality of public facilities and services; provide a framework for the realization of community goals and objectives; and provide a sound basis on which to build a healthy and vibrant community.

The CIP informs City of West Branch residents and stakeholders on how the municipality plans to address significant capital needs over the next six years. The CIP provides visual representations of the community's needs including maps that detail the timing, sequence, and location of capital projects. The CIP can also influence growth because infrastructure can impact development patterns.

Some of the many benefits that the CIP provides for the residents and stakeholders include:

- Optimize the uses of revenue
- Focus attention on community goals, needs, and capabilities
- Guide future growth and development
- Encourage efficient government
- Improve intergovernmental and regional cooperation
- Help maintain a sound and stable financial program
- Enhance opportunities for the participation in federal and/or state grant programs

The projects identified in the CIP represent the community's plan to serve residents and anticipate the needs of the dynamic community. Projects are guided by various development plans and policies established by the planning commission, governing body, and administration.

Plans and policies include:

- Master plan
- Downtown development plan
- Recreation plan
- Non-motorized transportation plan
- Goals and objectives of council
- Administrative policies

Mission Statement

The goal of the CIP is to implement the master plan and to assist in the City of West Branch's financial planning. The CIP is dynamic. Each year all projects included within the CIP are reviewed, a call for new projects is made, and adjustments are made to existing projects arising from changes in the amount of funding required, conditions, or time line. A new year of programming is also added each year to replace the year funded in the annual operating budget. The CIP will continue to develop over time by adding features to gradually improve quality and sophistication. Greater attention shall be devoted to provide more detailed information and individual project requests, program planning, fiscal analysis, fiscal policies, and developing debt strategy.

CIP and the Budget Process

The CIP plays a significant role in the implementation of a master plan by providing the link between planning and budgeting for capital projects. The CIP process precedes the budget process and is used to develop the capital project portion of the annual budget. Approval of the CIP by the planning commission does not mean that they grant final approval of all projects contained with the plan. Rather by approving the CIP, the planning commission acknowledges that these projects represent a reasonable interpretation of the upcoming needs for the community and that projects contained in the first year of the plan are suitable for inclusion in the upcoming budget.

Priority rankings do not necessarily correspond to funding sequence. For example, a road-widening project which is ranked lower than a park project may be funded before the park project because the road project has access to a restricted revenue source, whereas a park project may have to compete for funding from other revenue sources. A project's funding depends upon a number of factors – not only its merit, but also its location, cost, funding source, and logistics.

The City of West Branch should strive to maximize resources by maintaining a balance between operating and capital budgets. A continuous relationship exists between the CIP and the annual budget. A direct link can be seen between the two documents. Budget appropriations lapse at the end of the fiscal year as the operating budget is funded with recurring annual revenues such as taxes, licenses, fines, user fees, and interest income.

Capital Improvement Projects Defined

As used in the City of West Branch CIP, a capital improvements item/project is defined as a major, nonrecurring expenditure that includes one or more of the following:

1. The acquisition of land for a public purpose.
2. Any construction of a new facility including engineering design and other preconstruction

costs with an estimated cost in excess of $10,000.

3. Any nonrecurring rehabilitation or major repair of all or part of a building, its grounds, a facility, or equipment, provided that such costs are more than $10,000 and the improvement will have a useful life of three years or more.

4. Any purchase or replacement of major equipment valued in excess of $10,000 with a useful life of three years or more.

5. Any major study requiring the employment of outside professional consultants in excess of $10,000 related to a capital improvement project.

Prioritization of Projects

The City analyzes many aspects of a project when determining priority including:

- Relationship to master plan, downtown development plans, and other community planning documents
- City Council goals and objectives
- Community needs
- Relationship to other projects
- Fulfilling federal, state, or county requirements
- Impact on annual operating and maintenance costs
- Funding availability and opportunities
- Critical or emergency needs

Capital Improvements Plan

The following table identifies future project needs through 2026. This list is intended to be a very thorough documentation of the needs throughout the City; however it is not an exhaustive list. A project, need, or opportunity may arise that is not listed in the CIP. Exclusion from this list should not preclude the City from addressing this issue if necessary. The year and costs for each project is an estimate in most cases. In some cases, total costs have yet to be determined. However, this does not preclude planning for these projects.

The following table lists:

Department – The department or category of the project or purchase.

Project Description – A description of the capital project or equipment purchase.

Projected Costs – An estimate of the cost of the project and year in which the project will be undertaken.

Long-term project – A category for projects that do not have an estimated cost or timeframe. These projects could still be completed in the near future if funding becomes available. Many of these projects are currently being developed through discussions with boards or commissions, internally by staff, or through grant applications.

Anticipated Source of Funding – A listing of the projected sources of funding for each project.

2020-2026 Capital Improvement Plan
Project Descriptions

Parks:

Gathering Place	Build a park area in the downtown with a covered area, seating and sidewalks. ~~*Expected Year: 2021-2022*~~ *2023-2024* *Total Capital Cost: $350,000* *Funding Method: DNR/MEDC/DDA/Arts & Humanities Grant*
~~Pocket Park~~	~~Upgrades to existing bathrooms.~~ ~~Expected Year: 2024-2025~~ ~~*Total Capital Cost: $15,000*~~ ~~*Funding Method: MEDC/DDA/Arts & Humanities Grant*~~
Irons Park	Upgrades to existing park including the addition of a handicap area. *Expected Year:* ~~*2022-2023*~~ *2024-2025* *Total Capital Cost: $20,000* *Funding Method: MEDC/general fund/ADA grants*

Equipment:

Backhoe	Replace the 1996 Ford backhoe with a new backhoe. *Expected Year: 2021-2022* *Total Capital Cost: $125,000* *Funding Method: Equipment Fund*
~~Bucket Truck~~	~~Addition of a bucket truck to the fleet for lighting repair, tree trimming, and community promotions.~~ ~~*Expected Year: 2019-2020*~~ *Total Capital Cost: $50,000* *Funding Method: Equipment Fund*
~~Pickup Truck~~	~~Replace the 2007 truck and the 2010 truck with new trucks.~~ ~~*Expected Year: 2021-2022, 2025-2026*~~ ~~*Total Capital Cost: $95,000*~~ ~~*Funding Method: USDA/Equipment Fund*~~
Generators	Install generators at City Hall and City Police Department. *Expected Year: 2021-2023,* *Total Capital Cost: $30,000* *Funding Method: General Fund*
Police Vehicles	Replace police vehicles *Expected Year:* ~~*2021*~~*. 2023, 2025* *Total Capital Cost: $150,000* *Funding Method: USDA/Equipment Fund*

Streets:

~~Safe Routes to School~~ ~~Replace deteriorating sidewalks, new cross walks, and education for students.~~
~~*Expected Year: 2021-2022*~~
~~*Total Capital Cost: $400,000*~~
~~*Funding Method: Safe Routes to School Grant/ Major/Local Street Fund*~~

Wright St. — Replace Deteriorating road with new asphalt.
Expected Year: ~~2022-2023~~ 2023-2024
Total Capital Cost: $115,000
Funding Method: Major Street Fund

State Street — Replace deteriorating road with new asphalt and widen road.
Expected Year: 2022-2023
Total Capital Cost: $335,000
Funding Method: Rural Task Force (RTF)/ Major Street Fund

Columbus Street — Replace deteriorating road with new asphalt.
Expected Year: ~~2021-2022~~ 2022-2024
Total Capital Cost: $200,000
Funding Method: Major Street Fund

N. Fourth Street — Replace deteriorating road with new asphalt.
Expected Year: 2025-2026
Total Capital Cost: $200,000
Funding Method: Major Street / Local Street Fund

Business Loop — Connect 2 existing sidewalks along the I 75 business loop.
Expected Year: ~~2020-2021~~ 2022-2023
Total Capital Cost: $50,000
Funding Method: MDOT/Sidewalks/Business owners

Progress St — Replace deteriorating road with new asphalt.
Expected Year: ~~2021-2022~~ 2022-2024
Total Capital Cost: $250,000
Funding Method: Major Street Fund

Water:

Houghton Ave. — Replace water main from Fairview Rd. to Court St. for new transmission main.
Expected Year: 2023-2024
Total Capital Cost: $900,000
Funding Method: MEDC/USDA/Water Fund

Iron Removal Plant — Construct an Iron Removal Plant and a new well for removal of arsenic.
Expected Year: 2021-2022

Total Capital Cost: $1,700,000
Funding Method: MEDC/Water Fund

M-30 Development — Construct a new road and water main for development.
Expected Year: ~~2020-2021~~ 2022-2023
Total Capital Cost: $250,000
Funding Method: Major Street/Grants/Water Fund

Tower Painting — Painting the 500,000 gallon water tower and necessary upgrades.
Expected Year: 2024-2025
Total Capital Cost: $200,000
Funding Method: Grants/Bonds/Water Fund

Well #5 Rehab — Rebuild Well # 5. Need new motor and cleaned.
Expected Year: ~~2021-2022~~ 2023-2024
Total Capital Cost: $45,000
Funding Method: Grants/Water Fund

Wright St. — Replace water main from 1st St. to 4th St.
Expected Year: 2022-2023
Total Capital Cost: $55,000
Funding Method: Grants/Bonds/Water Fund

N. Fourth St. — Replace water main from Houghton Ave to Lindsay St.
Expected Year: 2025-2026
Total Capital Cost: $115,000
Funding Method: Grants/Bonds/Water Fund

Meter Change out — Replace all meters city wide due to failing reads.
Expected Year: 2020-2021-2022-2023-2024
Funding Method: Water Fund

Sewer:

N. Fourth St. — Replace sanitary sewer river crossing due to deteriorating pipe.
Expected Year: 2021-2022
Total Capital Cost: $90,000
Funding Method: Sewer Fund

Buildings:

State Police. — Repurpose State Police building once it is turned back over to the City.
Expected Year: 2021-2022
Total Capital Cost: $100,000
Funding Method: General Fund/MEDC/USDA

Department	Project Description	Capital Costs	2020	2021	2022	2023	2024	2025	Anticipated Source of Funding
Parks	Gathering place	$350,000.00		$350,000.00					DNR/MEDC/DDA/Arts
Equipment	Backhoe	125,000.00			$125,000.00				Equipment
Equipment	Bucket Truck	$50,000.00	$50,000.00						Equipment
Equipment	Pickup Truck	$95,000.00		$40,000.00				45,000.00	USDA/Equipment
Streets	Safe Routes to School	$400,000		$400,000					Major and Local Street/ Safe Routes To School
Streets	Wright St.	$115,000.00			$115,000.00				Major Street
Streets	State St. (Fairview to 1st St.)	$ 335,000.00			$ 335,000.00				RTF / Major Street
Streets	Columbus	$200,00.00		$200,00.00					Major Street
Streets	N. 4th St.	$200,000.00						$200,000.00	Major Street/ Local Street
Water	Houghton Ave. (Fairview to Court St.)	$ 900,000.00				$ 900,000.00			MEDC/Water
Water	Iron Removal Plant	$1,700,000.00		$1,700,000.00					MEDC/Water
Water/Streets	M-30 Development Extension	$250,000.00	$250,000.00						Water/ Local Street
Water	Tower Painting	$200,000.00					$200,000.00		Water
Water	Well 5 Rehab	$45,000.00		$45,000.00					Water
Sewer	Sewer Main N 4th St	$90,000.00		$90,000.00					Sewer
Water	Water Main Replacement (Wright St.)	$55,000.00			$55,000.00				Water

Water	Water Main Replacement (N. 4th St.)	$115,000.00						$115,000.00	Water
Water	Meter Change out	$150,000.00	$50,000.00	$50,000.00	$50,000.00				Water
Sidewalk	Business loop sidewalk connection	$50,000.00	$50,000.00						MDOT/Sdiewalk/Private
Parks	Picket Park	$15,000						$15,000	MEDC.DDA/Arts
Parks	Irons Park	$20,000				$20,000			MEDC/Gen Fund/ADA
Equipment	Generators	$30,000			$30,000				Gen Fund
Equipment	Police Vehicles	$150,000.00		$50,000.00		$50,000.00		$50,000.00	USDA/Equip Fund
Buildings	State Police	$100,000.00			$100,000				Gen Fund/MEDC/USDA

City of West Branch
Capital Improvement Plan
Fiscal Years 2023-2028

Draft only

CITY OF
West Branch
MICHIGAN

City of West Branch
Capital Improvements Plan

In accordance with Michigan Planning Enabling (PA 33 of 2008), we are pleased to present the City of West Branch 2023-2028 Capital Improvement Plan (CIP).

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A comprehensive CIP is an essential tool for the planning and development of the social, physical, and economic wellbeing of the community. This process is a necessary step in an organized effort to strengthen the quality of public facilities and services; provide a framework for the realization of community goals and objectives; and provide a sound basis on which to build a healthy and vibrant community.

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Plans and policies include:

- Master plan
- Downtown development plan
- Recreation plan
- Non-motorized transportation plan
- Goals and objectives of council
- Administrative policies

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Priority rankings do not necessarily correspond to funding sequence. For example, a road-widening project which is ranked lower than a park project may be funded before the park project because the road project has access to a restricted revenue source, whereas a park project may have to compete for funding from other revenue sources. A project's funding depends upon a number of factors – not only its merit, but also its location, cost, funding source, and logistics.

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costs with an estimated cost in excess of $10,000.

3. Any nonrecurring rehabilitation or major repair of all or part of a building, its grounds, a facility, or equipment, provided that such costs are more than $10,000 and the improvement will have a useful life of three years or more.

4. Any purchase or replacement of major equipment valued in excess of $10,000 with a useful life of three years or more.

5. Any major study requiring the employment of outside professional consultants in excess of $10,000 related to a capital improvement project.

Prioritization of Projects

The City analyzes many aspects of a project when determining priority including:

- Relationship to master plan, downtown development plans, and other community planning documents
- City Council goals and objectives
- Community needs
- Relationship to other projects
- Fulfilling federal, state, or county requirements
- Impact on annual operating and maintenance costs
- Funding availability and opportunities
- Critical or emergency needs

Capital Improvements Plan

The following table identifies future project needs through 2026. This list is intended to be a very thorough documentation of the needs throughout the City; however it is not an exhaustive list. A project, need, or opportunity may arise that is not listed in the CIP. Exclusion from this list should not preclude the City from addressing this issue if necessary. The year and costs for each project is an estimate in most cases. In some cases, total costs have yet to be determined. However, this does not preclude planning for these projects.

The following table lists:

Department – The department or category of the project or purchase.

Project Description – A description of the capital project or equipment purchase.

Projected Costs – An estimate of the cost of the project and year in which the project will be undertaken.

Long-term project – A category for projects that do not have an estimated cost or timeframe. These projects could still be completed in the near future if funding becomes available. Many of these projects are currently being developed through discussions with boards or commissions, internally by staff, or through grant applications.

Anticipated Source of Funding – A listing of the projected sources of funding for each project.

2023-2028 Capital Improvement Plan
Project Descriptions

Parks:

Gathering Place	Build a park area in the downtown with a covered area, seating, and sidewalks. *Expected Year:2023-2024* *Total Capital Cost: $400,0000* *Funding Method: DNR/MEDC/DDA/Arts & Humanities Grant*
Irons Park	Upgrades to existing park including the addition of a handicap area. *Expected Year: 2025-2027* *Total Capital Cost: $100,000* *Funding Method: MEDC/general fund/ADA grants*
Irons Park	Upgrades to existing park including the addition of an amphitheater. *Expected Year: 2024-2025* *Total Capital Cost: $100,000* *Funding Method: MEDC/USDA/general fund*
Farmers Market	Purchase land, develop plans, and build downtown farmers market. *Expected Year: 2026-2027* *Total Capital Cost: $200,000* *Funding Method: MEDC/USDA/general fund*

Equipment:

Backhoe	Replace the 1996 Ford backhoe with a new backhoe. *Expected Year: 2023-2024* *Total Capital Cost: $125,000* *Funding Method: Equipment Fund*
Generators	Install generators at City Hall and City Police Department. *Expected Year: 2027-2028,* *Total Capital Cost: $30,000* *Funding Method: General Fund*
Police Vehicles	Replace police vehicles *Expected Year: 2023, 2025,* 2027 *Total Capital Cost: $150,000* *Funding Method: USDA/Equipment Fund*
Vactor Truck	Rebuild the 2001 Elgin vactor truck. *Expected Year: 2024-2025* *Total Capital Cost: $100,000* *Funding Method: Equipment Fund*
Loader	Replace the 1996 Front end loader. *Expected Year: 2025-2026*

Total Capital Cost: $150,000
Funding Method: Equipment Fund

Streets:

Wright St.	Replace Deteriorating road with new asphalt. *Expected Year: 2023-2024* *Total Capital Cost: $115,000* *Funding Method: Major Street Fund/MDOT*
Columbus Street	Replace deteriorating road with new asphalt. *Expected Year: 2025-2026* *Total Capital Cost: $200,000* *Funding Method: Major Street Fund/IDC*
N. Fourth Street	Replace deteriorating road with new asphalt. *Expected Year: 2024-2025* *Total Capital Cost: $200,000* *Funding Method: Major Street / Local Street Fund*
Business Loop	Connect 2 existing sidewalks along the I 75 business loop. *Expected Year: 2023-2024* *Total Capital Cost: $55,000* *Funding Method: MDOT/Sidewalks/Business owners*
Progress St	Replace deteriorating road with new asphalt. *Expected Year: 2026-2027* *Total Capital Cost: $250,000* *Funding Method: Major Street Fund/IDC*
Houghton Ave	Replace streetscape to coincide with MDOT road reconstruction. Project to include streetlights, benches, garbage cans, retaining walls, trees, sprinkler system and fencing. *Expected Year: 2024-2025* *Total Capital Cost: $1,500,000* *Funding Method: DDA/General fund/USDA bond*

Water:

Houghton Ave.	Replace water main from Fairview Rd. to Court St. for new transmission main. *Expected Year: 2024-2025* *Total Capital Cost: $1,200,000* *Funding Method: MEDC/USDA/Water Fund/EGLE*
Iron Removal Plant	Construct an Iron Removal Plant and a new well for removal of arsenic. *Expected Year: 2023-2024* *Total Capital Cost: $1,700,000* *Funding Method: MEDC/Water Fund/EDA/EGLE DWSRF*

M-30 Development	Construct a new road and utilities for development. *Expected Year: 2023-2028* *Total Capital Cost: $1,000,000* *Funding Method: Major Street/Grants/Water Fund*
Tower Painting	Painting the 500,000 gallon water tower and necessary upgrades. *Expected Year:* 2027-2028 *Total Capital Cost: $200,000* *Funding Method: Grants/Bonds/Water Fund*
Well #5 Rehab	Rebuild Well # 5. Need new motor and cleaned. *Expected Year: 2023-2024* *Total Capital Cost: $45,000* *Funding Method: Grants/Water Fund*
N. Fourth St.	Replace water main from Houghton Ave to Lindsay St. *Expected Year: 2024-2025* *Total Capital Cost: $115,000* *Funding Method: Grants/Bonds/Water Fund*
Meter Change out	Replace all meters city wide due to failing reads. *Expected Year: 2023-2025* *Funding Method: Water Fund*
Tower	Erect new water tower to support housing development and joint venture with neighboring Ogemaw Township *Expected Year:* 2024-2025 *Total Capital Cost: $2,000,000* *Funding Method: Grants/Bonds/Water Fund*
Water main.	Replace aging, undersized, and failing water main at the following locations: Annie, Wright, N. Fourth, S. Seventh, S. Sixth, S. Eighth, Victory, Morrison, W. Ripley, S. First, Livingston, S. Burgess, Hall, Carpenter, Sidney, N. Third, N. Second, N. First, Fremont, N. Burgess, Page, Alto, E. Ripley Approximate lineal footage: 25,800 *Expected Year: 2023-2025* *Total Capital Cost: $6,500,000* *Funding Method: Water Fund/EGLE DWSRF*
Water main.	Install new water main to complete loops and eliminate dead ends: Industrial, St., Annie St., Meid St., Alto Ct. Approximate lineal footage 2,500 *Expected Year: 2023-2025* *Total Capital Cost: $545,000* *Funding Method: Water Fund/EGLE DWSRF*
Water valve.	Install new water valve to connect to Ogemaw Township for the combining and sharing of services

Expected Year: 2023-2024
Total Capital Cost: $75,000
Funding Method: Water Fund/EGLE DWSRF

Water mixing valve. Install new water mixing valve in water tower to increase quality.
Expected Year: 2024-2026
Total Capital Cost: $50,0000
Funding Method: Water Fund/EGLE DWSRF

Water main. Install new water main to connect City water to Twp. water for joint venture:
Expected Year: 2023-2025
Total Capital Cost: $425,000
Funding Method: Water Fund/EGLE DWSRF

Sewer:

N. Fourth St. Replace sanitary sewer river crossing due to deteriorating pipe.
Expected Year: 2025-2026
Total Capital Cost: $90,000
Funding Method: Sewer Fund/CWSRF

Manholes. Replace various manhole units throughout the City due to deterioration and infiltration.
Expected Year: 2025-2026
Total Capital Cost: $100,000
Funding Method: Sewer Fund/CWSRF

N. Fourth St. Replace storm sewer undersized causing flooding issues.
Expected Year: 2026-2027
Total Capital Cost: $1,000,000
Funding Method: Sewer Fund/CWSRF

Buildings:

None

Department	Project Description	Capital Costs	2023	2024	2025	2026	2027	2028	Anticipated Source of Funding
Parks	Gathering place	$400,000.00	$400,000.00						DNR/MEDC/DDA/Arts
Parks	Irons Park ADA handicap addition	$100,000.00				$100,000.00			MEDC/Gem Fund/ADA
Parks	Irons Park amphitheater	$100,000.00			$100,000.00				MEDC/USDA/Gen Fund
Parks	Farmers Market	$200,000.00					$200,000.00		MEDC/USDA/Gen Fund
Equipment	Backhoe	125,000.00		$125,000					Equipment Fund
Equipment	Generators at City Hall and PD	$30,000.00						$30,000.00	General Fund
Equipment	Police Vehicle	$150,000.00	$50,000.00		$50,000.00		$50,000.00		Equipment Fund/USDA
Equipment	Vactor Truck rebuild	$100,000.00			$100,000.00				Equipment Fund
Equipment	Loader	$150,000.00				$150,000.00			Equipment Fund
Streets	Wright St.	$115,000.00	$115,000.00						Major Street/MDOT
Streets	Columbus	$200,00.00				$200,000.00			Major Street/IDC
Streets	N. 4th St.	$200,000.00			$200,000.00				Major Street/ Local Street
Streets	Progress St	$250,000.00					$250,000.00		Major Street/IDC
Streets	Houghton Ave streetscape	$1,500,000.00		$1,500,000.00					Gen Fund/DDA/USDA
Water	Houghton Ave. (Fairview to Court St.)	$1,200,000.00		$1,200,000.00					Water fun/EGLE/MEDC
Water	Iron Removal Plant	$1,700,000.00		$1,700,000.00					MEDC/Water/EDA/EGLE
Water/Streets	M-30 Development Extension	$1,000,000.00		$1,000,000.00					Water/ Local St./bond
Water	Tower Painting	$200,000.00					$200,000.00		Water
Water	Well 5 Rehab	$45,000.00	$45,000.00						Water/EDA/EGLE/MEDC
Water	New water tower	$2,000,000.00			$2,000,000.00				Water Fund/EGLE
Water	Replace approx. 25,800lf aging main	$6,500,000.00		$2,250,000.00	$2,250,000.00	$2,000,000.00			Water Fund/EGLE
Water	Meter Change out	$100,000.00	$50,000.00	$50,000.00					Water
Sidewalk	Business loop sidewalk connection	$55,000.00	$55,000.00						MDOT/Sidewalk/Private
Water	Install new water main for looping	$545,000.00		$272,500.00	$272,500.00				Water Fund/EGLE
Water	Install new meter to connect to Twp.	$75,000.00		$75,000.00					Water Fund/Twp./EGLE
Water	Install mixing valve in tower	$50,000.00			$50,000.00				Water Fund/EGLE
Sewer	Replace 4th St. river crossing	$90,000.00				$90,000.00			Sewer Fund/EGLE
Sewer	Repair manholes throughout City	$100,000.00				$100,000.00			Sewer Fund/EGLE
Storm Sewer	Replace undersized Storm sewer 4th St	$1,000,000.00					$1,000,000.00		Sewer Fund/EGLE
Water	Install water main to connect to Twp.	$425,000.00		$425,000.00					Water Fund/Twp./EGLE

Communications

As one of the requirements of the redevelopment ready communities' program, City Council, the Planning Commission, and the DDA are to hold an annual joint meeting. It was voted upon by Council to hold the meeting annually on the first Monday of February

Reports

Chairman

Members

Public Comment -Any Topic

Adjournment