



MARQUETTE CHARTER TOWNSHIP

1000 Commerce Drive
Marquette, Michigan 49855
Ph | 906.228.6220
Fx | 906.228.7337
www.marquettetownship.org

PLANNING COMMISSION MEETING

WEDNESDAY, FEBRUARY 23, 2022 – 7 P.M.

The Planning Commission will be conducting this meeting in-person at the Township Hall Board Room.

NOTE: Pursuant to the Township Board adopted Code of Conduct, Planning Commission members are obligated to disclose any potential or actual conflict of interest with any item placed on this agenda.

1. Call Meeting to Order.
2. Roll Call & Election of Officers.
3. Approval of the Agenda.
4. Minutes from Previous Meeting – February 9, 2022
5. Public Comment.

6. New Business.
 - a. **Public Hearing #022322-1** – Marquette Township Recreation Plan | 2022-2026 Adoption. Marquette Charter Township has completed a draft Recreation Plan designed to help guide the township's next five years of recreation planning and allow eligibility for grant opportunities from the Michigan Department of Natural Resources Trust Fund Program. The draft plan has been available for review for the past thirty (30) days on our community website and at the Marquette Township Hall & Community Center at 1000 Commerce Drive, Marquette, Michigan 49855.
 - b. **Site Plan Review #022322-2** – Proposed Mini Golf Course to be constructed on a property located in the zoned Development District (DD), per the Marquette Township Zoning Ordinance (Article 15, Section 15.05). Parcel Tax ID#: 52-08-019-024-10. Property address: 4205 US-41 West. Applicant: David DeMerse, 2859 Northcrest Drive, Marquette, MI 49855.

7. Unfinished Business.

8. Correspondence.
 - a. 760 Lake Enchantment – Property Maintenance Update
 - b. Short-Term Rental Report – 2022

9. Reports.
 - a. Township Board Report
 - b. Recreation Committee Report
 - c. Road Committee Report
 - d. Planning and Zoning Report



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10. Announcements.
11. Public Comment.
12. Additional Comments by Planning Commissioners.
13. Adjournment.

****Next Meeting – March 9, 2022***

**Marquette Township Planning Commission – Regular Meeting
Wednesday, February 9, 2022 – 7 p.m.
*This meeting was held in-person at the Marquette Township Hall.***

Chairperson Johnson called the meeting to order at 7:00 p.m.

MEMBERS PRESENT: Linda Winslow, Jim Johnson, Denny Ferraro, Bethany Cody, Steve Heikkinen

MEMBERS ABSENT: None.

STAFF PRESENT: Erik Powers, Staff Planner

OTHERS PRESENT: Frank & Linda Donkers, Gary Peterson, Russell Tripp, Don Klimmek

ELECTION OF OFFICERS:

MOTION: *To leave Officers as they were in 2021 (Johnson – Chairperson, Ferraro – Vice Chairperson, Winslow – Secretary)*

*Winslow, Moved
Ferraro, Supported*

Motion Carried: 5-0

APPROVAL OF AGENDA:

MOTION: *To APPROVE agenda as presented.*

*Ferraro, Moved
Cody, Supported*

Motion Carried: 5-0

MINUTES FROM PREVIOUS MEETING: December 8, 2021

MOTION: *To APPROVE meeting minutes, as presented.*

*Ferraro, Moved
Heikkinen, Supported*

Motion Carried: 5-0

PUBLIC COMMENT: None at this time.

NEW BUSINESS:

Special Use Permit Public Hearing #020922-1 – Proposed Short-Term Rental Unit on a property located within the Urban Residential (UR) zoning district, per the Marquette Township Zoning Ordinance (Article 15, Section 15.05). Parcel Tax ID# 52-08-370-068-00. Property address: 2593 Norwood Street, Marquette MI, 49855. Applicant: Samuel Dunlap, 2593 Norwood Street, Marquette, MI 49855.

Powers provided background information and detailed the zoning application.

Johnson opened the public hearing at 7:05 PM

Frank & Linda Donkers of 2602 Norwood Street spoke in opposition to the proposed short-term rental due to his concern about the structure's age and the potential need for updated building inspections. He also had concern about adequate off-street parking availability. Donkers also indicated that he had seen the property already being advertised as a short-term rental and that there was a felled tree on the property that needed to be removed from the property.

Gary Peterson of 2606 Norwood Street spoke against the short-term rental due to potential increased traffic and reduced property values.

A brief discussion on the *Short-Term Rental* definition ensued.

Powers read into the record a letter against the proposed short-term rental from Gary & Donna Koskiniemi of 2316 Montgomery Street.

Johnson closed the public hearing at 7:35 PM

MOTION: To APPROVE the proposed Short-Term Rental for Dunlap at 2593 Norwood Street, as presented.

**Heikkinen, Moved
Cody, Supported**

Motion Failed 4-1

(Roll call vote: Yays – Heikkinen, Nays – Ferraro, Cody, Johnson, Winslow.)

Special Use Permit Public Hearing #020922-2 – Proposed Scientific Research Facility to be located on Lot #6 of the Cornerstone Business Park, per the Marquette Township Zoning Ordinance (Article 15, Section 15.05). Parcel Tax ID#: 52-08-017-022-10. Applicant: Russell Tripp, President, 906 Engineering Corporation, 161 Co Rd 492, Marquette, MI 49855.

Powers detailed the special use permit application and provided background on the proposed land use.

Johnson opened the public hearing at 7:40 PM

Johnson closed the public hearing at 7:41 PM.

Russell Tripp provided additional details on the proposed project. He indicated that he had been looking at property in the township, as they have outgrown their current location. He detailed the proposed use as light assembly and stated that no manufacturing would be taking place on the property; no chemicals, etc. They would receive components, assemble them and ship out finished products.

Heikkinen asked what kind of research and development would be conducted. He also questioned whether not the proposed use was manufacturing and/or assembly.

Tripp responded that 906 Engineering conducts research on mechanical and electric controls.

Powers responded that the last use category listed in the staff report was the best fit for the proposal. He also explained that this review and public hearing were to address the land use itself, and that site plan review would come at a later date, if the land use was approved.

Winslow expressed excitement for the proposal and inquired about employment opportunities for middle class families.

Tripp explained that they have seven employees and he indicated they will continue to grow.

Ferraro asked about what type of products they work with.

Tripp responded that they work with industrial and electronic controls and that they have national and international clients. Their largest product category is snow plow controls.

MOTION: *To APPROVE Special Use Permit Public Hearing #020922-2 – Proposed Scientific Research Facility to be located on Lot #6 of the Cornerstone Business Park, per the Marquette Township Zoning Ordinance (Article 15, Section 15.05). Parcel Tax ID#: 52-08-017-022-10. Applicant: Russell Tripp, President, 906 Engineering Corporation, 161 Co Rd 492, Marquette, MI 49855, as presented.*

*Winslow, Moved
Ferraro, Supported*

Roll call vote passed 5-0

(Roll call vote: Yays – Heikkinen, Ferraro, Cody, Johnson, Winslow. Nays – None)

Special Use Public Hearing Request – Proposed Solar Energy System (rooftop system), per the Marquette Township Zoning Ordinance (Article 15, Section 15.05). Project to be located at the Marquette Alternative High School, 1175 Erie Street, Marquette, MI 49855. Subject property is Parcel Tax ID# 52-08-350-017-00 and is located within the Urban Residential (UR) zoning district of Section 16. Applicant is Brian Prill, Marquette Alternative High School, 1175 Erie Street, Marquette, MI 49855.

Powers detailed the application and explained that a Solar Energy System is a special land use in the Urban Residential (UR) zoning district. As such, he requested a public hearing to be set for Wednesday, March 9, 2022 at 7 PM.

MOTION: *To schedule a public hearing on the proposed Solar Energy System for Wednesday, March 9, 2022 at 7PM.*

*Ferraro, Moved
Cody, Supported*

Motion passed 5-0

Special Use Permit Public Hearing Request – Proposed Short-Term Rental Unit on a property located at 828 Co Rd 550, Marquette MI 49855, within the Scenic Residential (SR) zoning district, per the Marquette Township Zoning Ordinance (Article 15, Section 15.05). Applicant, Shannon

Fisher, 125 E. Crescent Street, Marquette, MI 49855

Powers detailed the short-term rental application and recommended that the Planning Commission schedule a public hearing on the matter for Wednesday, March 9, 2022 at 7 PM.

MOTION: *To schedule a public hearing for the proposed Short-Term Rental for March 9, 2022 at 7 PM.*

**Winslow, Moved
Ferraro, Supported**

Motion passed 5-0

UNFINISHED BUSINESS:

Marquette Township Recreation Plan | 2022-2026 – Public Hearing Request for Wednesday, February 23, 2022 at 7 PM.

Powers explained that the Recreation Plan has been updated and a public hearing by the Planning Commission is required to fulfill the requirements of the Michigan DNR, in order to have the plan approved by them. Once this is complete, the Township will be able to apply for grant funding through several of the DNR's grant programs.

Winslow asked how the residents would be notified.

Powers responded that it would be on our website and it would be also be posted in the Mining Journal, per the requirements of public hearing notifications.

Winslow suggested that we email those folks who have provided their addresses for township updates and notices.

MOTION: *To schedule a public hearing to consider the draft Recreation Plan | 2022-2026 for Wednesday, February 23, 2022 at 7 PM.*

**Winslow, Moved
Cody, Supported**

Motion passed 5-0

CORRESPONDENCE:

a. Marquette County Intergovernmental Task Force – Resolution of Support

Powers detailed the memo that was included in the packet denoting the township's participation in the intergovernmental taskforce which has initiated by the Lake Superior Community Partnership to address housing needs in the greater Marquette area.

b. TruNorth Credit Union – Purchase Agreement Withdrawal

Powers explained the withdrawal of TruNorth's purchase agreement with the Pesola's commercial property along US-41. Unfortunately, the alley right-of-way abandonment process didn't meet the timeline of the development team.

c. 760 Lake Enchantment – Property Maintenance Update

Powers explained the current situation with this property maintenance case. A formal hearing on the matter will occur on February 17, 2022. Staff will keep the Planning Commission apprised of progress.

d. 2022 Marquette Township Meeting Dates

Powers explained that the Marquette Township meeting dates were included in the Planning Commission packets for their reference.

e. Marquette Township DDA Development Plan Update

Powers explained that the DDA has opted to have staff draft a development plan for the DDA district. Staff is in the process of drafting the development plan and will keep the Planning Commission apprised as the plan continues to be developed.

REPORTS:

Township Board Report

Winslow indicated that the Township Board re-subscribed to the Lake Superior Community Partnership for 2022. She also indicated that the Board also discussed improved cameras for the Board Room and potential financial assistance (ARPA Funds) for utility requirements imposed by the state. The Board also approved funding that the DPW will use to repair the roof at their building in 2022. She also explained that the Road Committee has been tasked with identifying potential projects requested by the Marquette County Road Commission's for their ARPA funding.

Recreation Committee Report

Powers responded that the Recreation Committee will be reviewing the Recreation Plan at their February meeting.

Road Committee Report

Powers indicated that the Road Committee met and discussed clear vision areas, ARPA funding and RoadSoft software programming.

Heikkinen expressed concerns at the Grove Street and Co Rd 492 intersection.

Planning and Zoning Report

Powers indicated that there is nothing substantial to report at this time.

ANNOUNCEMENTS:

Power indicated that the next Planning Commission meeting is scheduled for Wednesday, February 23, 2022.

PUBLIC COMMENT:

Frank Donkers stated that he has been living in Trowbridge since 1993 and that this has been the best year for snowplowing punctuality since he moved to the community.

ADDITIONAL COMMENTS PLANNING COMMISSIONERS WISH TO MAKE:

Heikkinen stated that as an Michigan Tech alumni, that this year is the 100-year anniversary of their winter carnival.

ADJOURNMENT: Meeting adjourned at 8:35 PM

Linda Winslow – Planning Commission Secretary

DRAFT



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**COPY FOR YOUR
 INFORMATION**

January 17, 2023

NOTICE OF AVAILABILITY

Marquette Charter Township has completed a draft Recreation Plan designed to help guide the township's next five years of recreation planning and allow eligibility for grant opportunities from the *Michigan Department of Natural Resources Trust Fund Program*. The draft plan is available for review for the next thirty (30) days on our community website at www.marquettetownship.org and at the Marquette Township Hall & Community Center at 1000 Commerce Drive, Marquette, Michigan 49855.

NOTICE OF PUBLIC HEARING

The Marquette Township Planning Commission will hold an additional Public Hearing on the draft five-year recreation plan on Wednesday, February 23, 2022 at 7 PM at the Marquette Township Hall & Community Center, located at 1000 Commerce Drive, Marquette, Michigan 49855. The public is invited to attend the meeting to provide comment and input on the draft plan.

Any questions and/or comments regarding the draft recreation plan may be directed to the Marquette Township Planning & Zoning Administrator – Jason McCarthy at the address above, by phone at 906-228-6220 or by email at jasonmccarthy@marquettetownship.org. Marquette Township will provide necessary auxiliary aids and services to individuals with disabilities at the meeting, with a three-business day notice to the Marquette Township Clerk.

**Please public legal on or before Friday, January 21, 2022 (Affidavit required)*

The Mining Journal

Upper Michigan's Largest Daily Newspaper

249 W. Washington St., P.O. Box 430, Marquette, Michigan 49855. Phone (906)228-2500. Fax (906)228-3273.

AFFIDAVIT OF PUBLICATION

STATE OF MICHIGAN

AFFIDAVIT OF PUBLICATION

For the County of: **MARQUETTE**

**COPY FOR YOUR
INFORMATION**

In the matter of: Notice of Availability and Public Hearing
Marquette Township
Recreation Plan

Size: 2 x 5.5

RECEIVED
JAN 27 2022
Marquette Township

State of MICHIGAN, County of Marquette ss.

ANN C. TROUTMAN


being duly sworn, says that she is

PUBLISHER

of **THE MINING JOURNAL**

a newspaper published and circulated in said county and otherwise qualified according to Supreme Court Rule; that annexed hereto is a printed copy of a notice which was published in said newspaper on the following date, or dates, to-wit

January 24, 2022



ANN C. TROUTMAN

Subscribed and sworn to before me this 24th day of January, 2022



HOLLY GASMAN

Notary Public for MARQUETTE County, Michigan

Acting in the County of Marquette

My commission expires: May 25, 2025

NOTICE OF AVAILABILITY

Marquette Charter Township has completed a draft Recreation Plan designed to help guide the township's next five years of recreation planning and allow eligibility for grant opportunities from the Michigan Department of Natural Resources Trust Fund Program.

The draft plan is available for review for the next thirty (30) days on our community website at www.marquettetownship.org and at the Marquette Township Hall & Community Center at 1000 Commerce Drive, Marquette, Michigan 49855.

NOTICE OF PUBLIC HEARING

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Any questions and/or comments regarding the draft recreation plan may be directed to the Marquette Township Planning & Zoning Administrator – Jason McCarthy at the address above, by phone at 906-228-6220 or by email at jasonmccarthy@marquettetownship.org. Marquette Township will provide necessary auxiliary aids and services to individuals with disabilities at the meeting, with a three-business day notice to the Marquette Township Clerk.

RESOLUTION

MARQUETTE TOWNSHIP RECREATION PLAN | 2022-2026

- WHEREAS, the Marquette Township Planning Commission has reviewed the Marquette Township Recreation Plan | 2022-2026 which recognizes various Township recreation needs, and
- WHEREAS, the Township Planning Commission supports the Action Program that proposes a variety of improvements throughout the Township.
- WHEREAS, a five-year recreation plan is required to be eligible to apply for recreation grants administered by the Department of Natural Resources' Grants Administration Division, and
- WHEREAS, the Marquette Township Planning Commission opened its regular meeting of Wednesday, February 23, 2022, to accept the public comment regarding the Marquette Township Recreation Plan | 2022-2026,

NOW, THEREFORE, BE IT RESOLVED, that the Marquette Township Planning Commission here by recommends the adoption of the Plan by Marquette Township Board of Trustees.

The following aye votes were recorded: _____

The following nay votes were recorded: _____

Signature _____

Jim Johnson

Marquette Township Planning Commission Chairperson

Date February 23, 2022



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STAFF REPORT

Plan Commission – February 23, 2022

Agenda Item 6b: **Site Plan Review #022322-2 – Proposed Mini Golf Course to be constructed on a property located in the zoned Development District (DD), per the Marquette Township Zoning Ordinance (Article 15, Section 15.05). Parcel Tax ID#: 52-08-019-024-10. Property address: 4205 US-41 West.**

Applicant(s): David DeMerse, 2859 Northcrest Drive, Marquette, MI 49855.

Site Address: 3166 US-41 West

Parcel No: 52-08-019-024-10

Property Owner: David DeMerse, 2859 Northcrest Drive, Marquette, MI 49855.

Zoning District: Development District (DD)

Proposal: Construction of an 18-hole mini golf course, clubhouse building and associated parking area.

Staff Contact: Jason McCarthy & Erik Powers

Background

The proposed project consists of the construction of an 18-hole mini golf course, clubhouse and associated parking area on a vacant parcel of property in the Development District (DD) zoning district, along the South side of US-41 near the Western boundary of the Marquette Township. Additional supportive information is attached as part of the applicant's Site Plan Review application.

Standards for Review

The Marquette Charter Township Zoning Ordinance Article 18 – SITE PLAN REVIEW (all subsections thereof), create the legal framework to regulate, administer, and enforce the site plan review process for the Township.

Site Plan Review

The following criteria were used to review the submitted site plan:

1. Consistency with Master Plan
The proposed land use is consistent with the provisions of the Master Plan and the Future Land Use Plan.
2. Project Compatibility
The proposed land use, *Miniature Golf*, is permitted by right in the Development District (DD) zoning district. The project appears to be compatible with adjacent land uses in the vicinity.
3. Site Design.
 - a. Site Organization
The site organization and proposed building, parking area, and landscaping plan appear to achieve a functional, safe and harmonious site relationship with the adjacent surroundings.
 - b. Location of Buildings
The location of the proposed structure meets the height, bulk, and setback requirements of the Marquette Township Zoning Ordinance.
 - c. Drives, Parking and Circulation
Drives – The proposed drive provides access to the site via US-41 and will be permitted by MDOT.

Parking – The proposed parking meets the requirements of Article 21, Section 21.04 - Off-Street Parking Requirements.

Circulation – The Marquette Township Fire/Rescue Department has reviewed the proposed circulation plan for compliance with their emergency vehicle access requirements and appears to be adequate.
 - d. Grading/Drainage/Stormwater
Existing condition was based on a 3.57 acres area draining to the MDOT ditch along the frontage of US-41. A new retention basin system with two (2) ponds was designed to accept parking lot and golf course storm water. Driveway will drain to the US-41 ditch within right-of-way. Drainage from onsite is based on a 100-year storm which will be retained on site and rained to the South.

A stormwater maintenance plan and agreement with easements to Marquette Township is required, as well as a permit for storm water system construction. The details of this plan have yet to be finalized at the time of this report.
 - e. Utility Services
Preliminary plans have been submitted to the Superintendent of Public Works. The site will well and septic system that will be reviewed by the Marquette County Health Department, upon approval of the site plan.
 - f. Fire Prevention
The Marquette Township Fire/Rescue Department has reviewed the proposed and has provided approval of the site plan. (Letter from Fire Department attached)

- g. Environmental Issues
None known at this time.
- h. Landscaping & Screening
The landscaping, bufferyard and open space requirements are met with the proposed landscaping plan, per Section 19.04 BUFFERYARDS of the Marquette Township Zoning Ordinance. Staff was not able to determine dumpster location and construction details on the plan set.
- i. Signs
Proposed signage shall be submitted separately to the Planning & Zoning Department for review and approval prior to installation.
- j. Lighting
The proposed lighting plan meets the requirements of the Marquette Township Outdoor Lighting Ordinance, however specific light fixtures will need to be verified prior to installation.

4. Other Factors

- a. The applicant shall acquire all required Marquette County Building Department and Health Department permits.
- b. A Financial Guarantee has been submitted in the amount of 1% (\$15,000) of the proposed construction cost to account for the completion of landscaping and bufferyard construction, and for as-built plans of the entire site, once constructed.
- c. The applicant may want to consider tying in a pathway from the Iron Ore Heritage Trail. If this is considered in the future, a bike rack may need to be installed considered.
- d. During construction, a gravel tracking pad shall be installed on the driveway apron to minimize dirt and mud from entering the public rights-of-way.

Review Recommendation

Staff recommends APPROVAL the proposed Site Plan contingent on the submission and approval of items 3d, 3e, 3h, 3i, 3j, and 4.



Charter Township of Marquette
 1000 Commerce Drive, Marquette, Michigan 49855
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Application for Site Plan Review

**NOTE: This Application must be completed and submitted to the Marquette Township Offices.*

**Be sure to complete ALL sections of this form. Please Print or type.*

**Permit fee is due when permit & site plan are returned to the Marquette Township Offices.*

Project Name

Upper Putt Adventure Golf

Applicant Information

Name: David DeMerse		Address: 2859 Northcrest Drive Marquette, MI 49855	
Business Name: Upper Putt Adventure Golf			
Phone: 906-360-9744	Fax: 906-273-0958	Name of Contact Person: David DeMerse	Contact Phone: 906-360-9744
If Applicant is not the Owner, state the Applicant's relationship to the Owner (i.e. purchaser, land contract vendee, owner's designated agent, etc.):			
Applicant's E-Mail Address: UpperPutt@gmail.com			

Property Owner (if different from applicant)

Name:		Address:	
Phone:	Fax:	Name of Contact Person:	Contact Phone:
E-Mail Address:			

Property Information

Address: 4205 US-41 West, Marquette, Michigan 49855		Property / Parcel I.D. Number(s): 52-08- 019 . 024 . 10
Zoning District: DD	Total Acres or Square Footage:	
Legal Description(s) (attach pages as necessary): See Attached		
Name of any existing businesses on property (attach pages as necessary): NA - Undeveloped Site		
Description of All Proposed Uses of Property (attach pages as necessary):		

Permission

If Applicant is not the Property Owner, does the Applicant have the Owner's permission? Yes No

Estimated Cost of Project

\$1,500,000

Please Include the Following

- A narrative description, which includes the project purpose, location, long range plan and impact on emergency services, traffic, schools, and utilities (*Major site plans only*).
- Twelve (12) copies of the site plan(s) reproduced on durable 22"x34" sheets (*see attached site plan checklist for information that must be included on site plans*).

I, the undersigned applicant certify that the statements and information contained in this application are true and correct to the best of my knowledge.

Signature of Applicant: DA DeMerse Date: 01/12/2022

Applicant's Name (print): David DeMerse

I, the undersigned legal owners or contract purchasers of the subject property, certify that the statements and information contained in this application are true and correct to the best of our knowledge.

Signature of Property Owner: DA DeMerse Date: 01/12/2022

Owner's Name (print): David DeMerse

Optional: I hereby grant permission for the Marquette Township Planning & Zoning Administrator, Superintendent of Public Works, and the Fire Marshall or their representatives to enter the above described property for the purposes of gathering information related to this application. *Note to applicant: This permission is optional and failure to grant permission will not affect any decision on your application.*

Signature of Applicant: DA DeMerse Date: 01/12/2022

OFFICIAL USE ONLY			
Official Receiving Application (please print):	<u>JASON MCCARTHY</u>	Date:	<u>1/22/2022</u>
Site Plan #:	<u>022322-1</u>	Date Received:	<u>1/22/22</u>
Fees: Planning:	<u>255.00</u>	Engineering:	<u>N/A</u>
Fire Department:	<u>75.00</u>	Total:	<u>330.00</u>
Date Fees Paid:			
Bond Amount:	<u>15,100</u>	Date Received:	
Site Plan Application:	<input type="checkbox"/> Approved <input type="checkbox"/> Approved with Conditions(see comments) <input type="checkbox"/> Not Approved(see comments)		
Reason:	<input type="checkbox"/> Incomplete Application <input type="checkbox"/> Other Date: _____		
Signature of Planning & Zoning Administrator:	_____	Date:	_____

Comments:

SITE PLAN CHECK LIST

Applicant

(Initial Box Before Submission)

Planning & Zoning Office

(Initial when Submitted)

Satisfactory

Yes

1. An application form as provided by the Zoning Administrator fully completed and signed by the petitioner or representative.

JM

Yes

2. A minimum of two (2) copies of all plans, documents and/or drawings containing the following information and data for all proposed land uses and activities as determined necessary by the Zoning Administrator.

JM

Yes

3. A complete legal description of the parcel(s) as it appears on the deed and the total site area of the proposed site in acres.

JM

Yes

4. A fully dimensioned map/drawing, at a scale of 1"=50' or less, showing all relevant data including buildable setbacks, spatial relationship of all buildings, scale, directional arrow, original dates, revision dates, if any, and a vicinity sketch or location map (1"=500' or less) showing all abutting properties, and properties directly across the street(s) up to 500' from the site's property line, and property owner names for any such properties.

1=40'

JM

Yes

5. The name of the proposed project/development/activity.

JM

Yes

6. The name, address, and telephone number of all fee interest holders and type of ownership/interest.

JM

None

7. Any deed restrictions or covenants affecting the proposed plan and future on or off-site development.

N/A

Yes

8. The size, shape, location, and use of all existing and proposed structures.

JM

Yes

9. The location of all existing and proposed driveways, curb cuts, and points of ingress and egress.

JM

Yes

10. The location, names, and widths of all existing and proposed public or private rights-of-way including roads, railroads, easements, clear view triangles, utility licenses, and the jurisdiction or ownership status of each.

JM

Yes

11. The existing and proposed zoning classification and/or land use intensity of the plan site and all adjacent or abutting properties, and if platted, the liber and page numbers of records plats.

DD

JM

Yes

12. The designated access locations for fire vehicles and emergency apparatus along with fire lane widths, type of road

JM

surfacing, and any turnaround areas along with all relevant dimensions. (See Fire Department Site Plan Review Requirements, attached)

- | | | | |
|---------------------|-----|--|--------------|
| <u>Yes</u> | 13. | The existing and proposed pavement widths, condition, and type, and the location of any acceleration or deceleration lanes existing or proposed. | <u>JM</u> |
| <u>Yes</u> | 14. | The existing or proposed vehicular, bicycle, and pedestrian circulation systems including all relevant dimensions; parking space sizes and numbers; designated handicapped parking areas and numbers; customer/employee parking areas, and all such other information as required in Article XX. | <u>JM</u> |
| <u>Only Private</u> | 15. | The location, size, and depth as may be required for all public or private utility lines, individual service leads, storage tanks, and fire hydrants existing and/or proposed to service the project. | <u>JM</u> |
| <u>Yes</u> | 16. | The definition, location, and relevant dimensions of all loading areas, truck docks, service drives, and truck wells. | <u>JM</u> |
| <u>Location</u> | 17. | The location of all permanent or temporary signs, existing or proposed, including their design, area, size, height, illumination, and the type of construction. | <u>JM</u> |
| <u>Yes</u> | 18. | A complete landscaping plan, including the location of all greenbelts and bufferyards, fencing, or screening, with specific indication of all landscape materials to be utilized. | <u>JM</u> |
| <u>Yes</u> | 19. | The location of all proposed trash and refuse receptacles and the method to be used for screening these areas. | <u>?</u> |
| <u>Sample</u> | 20. | A complete set of architectural floor plans including all relevant square footage calculations, exterior building elevations, and the existing and proposed building grades and heights. Multiple unit proposals shall include all density and area calculations | <u>NO</u> |
| <u>Yes</u> | 21. | Any existing and/or proposed exterior lighting plans for parking areas, and general information regarding maximum illumination and candlepower of proposed lighting systems. | <u>JM NO</u> |
| <u>Yes</u> | 22. | The existing and proposed topography of the site with elevations based upon North American Vertical Datum of 1988 and mapped utilizing two (2) feet minimum contour intervals; five (5) foot intervals may be used where grades are in excess of ten (10) percent. All benchmark locations, descriptions, and elevations shall be noted. | <u>JM</u> |
| <u>NA</u> | 23. | The notation of any significant or distinctive features which may be desirable to protect as natural features including all beaches, | <u>N/A</u> |

bluffs, dunes, shorelands, ravines, ravine buffers, and steep slopes.

None

24. The location and names of all existing and proposed water courses, water bodies, floodplains, wetland surface drainageways, basins and facilities, either natural or manmade.

N/A

TBD

25. All available information on sub-surface water table depths or elevations, along with the quantity and quality of potential potable water supplies as required.

N/A

Yes

26. All available information relative to on-site soil conditions, profiles, inventories, borings, and the source of all related reference material.

JM

Yes

27. The nature, size, type, and specific location of any forest or vegetative cover.

JM

TBD

28. If the application relates to property scheduled for phased development, the proposed layout for the total projected development shall be indicated, and the projected scope and time period shall be estimated for each additional phase.

N/A

Yes

29. All applicable calculations in accordance with *Article XVIII, Performance Requirements*, referring the basic information cited in *Section 18.03, Performance Standards*.

JM

Yes

30. The seal of the licensed engineer, architect, landscape architect, surveyor, or planner who prepared the plan.

JM

Will Provide

31. Any such other information as may be required and/or deemed necessary by the Planning Commission or Zoning Administrator to properly and adequately evaluate the proposed project site plan or land use activity.

N/A



MARQUETTE COUNTY

Marquette County GIS

Parcel Report: 52-08-019-024-10

2/17/2022

12:49:43 PM



Property Address

4205 US 41 WEST
MARQUETTE, MI, 49855



Owner Address

BRAJDIC WANDA

12864 BISCAYNE BLVD UNIT 470

MIAMI, FL 33181

Unit:	52-08
Unit Name:	MARQUETTE TOWNSHIP

General Information for 2021 Tax Year

Parcel Number:	52-08-019-024-10
Property Class:	202
Class Name:	COMMERCIAL VACANT
School Dist Code:	52170
School Dist Name:	MARQUETTE PUBLIC

PRE 2020:	0%
PRE 2021:	0%

Assessed Value:	\$183,500
Taxable Value:	\$23,738
State Equalized Value:	\$183,500

Prev Year Info

Prev Year Info	MBOR Assessed	Final SEV	Final Taxable
2020	\$181,700	\$181,700	\$23,411

2019	\$181,700	\$181,700	\$22,975
-------------	-----------	-----------	----------

Land Information

Acreage:	4.06
Zoning:	DD

Legal Description

SEC 19 T48N R25W THAT PART OF NW 1/4 OF SW 1/4 LYING S OF US-41 EXC THE W 265' LYING N OF RR R/W & EXC THE E 400' THEREOF & EXC THAT PART LYING S OF RR R/W.

Sales Information

No Records Found

Building Information

No Records Found

Delinquent Tax Information as of 3/23/2021

*DOES NOT include unpaid taxes on PERSONAL PROPERTY

Tax Year: 2019

Base Tax: 1095.3
Base Tax Due: 0
Base Tax Paid: 1095.3
Total Due: 0
Last Paid:

Tax Year: 2018

Base Tax: 792.68
Base Tax Due: 0
Base Tax Paid: 792.68
Total Due: 0
Last Paid:

Tax Year: 2017

Base Tax: 1025.52
Base Tax Due: 0
Base Tax Paid: 1025.52
Total Due: 0
Last Paid:

Tax Year: 2015



MARQUETTE TOWNSHIP FIRE DEPARTMENT

2801 Venture Drive
Marquette, Michigan 49855
Ph | 906.228.4296
Fx | 906.228.4297
www.marquettetownship.org

**COPY FOR YOUR
INFORMATION**

Monday, 17 February, 2022

Jason McCarthy

RE: Upper Putt Adventure Golf Project

I have had the opportunity to review the preliminary site plan for the Upper Putt Adventure Golf project. I offer the following observations:

1. REQUIRED FIRE FLOW: The require fire flow is 1500 GPM, we can make that flow with Tanker Shuttle and Mutual Aid support
2. DISTANCE FROM HYDRANT TO BUILDING: There are no hydrants near this project
3. ACCESS GRADES AND TURNING RADIUS: The steepest grade is just over 6%. This exceeds the NFPA 1 Requirement of 5%. However, the fire chief has authorized a variance.
4. OVERHEAD OBSTRUCTIONS: No overhead obstructions were noted on the plans. If any unforeseen overhead obstructions come about. They must exceed 14' in height.
5. EMERGENCY VEHICLE ACCESS: Emergency vehicle access must be maintained at all times during construction. We will spot check the site during construction.

We understand that these are preliminary plans. However, we want you to understand our concerns. If you have any questions, please feel free to contact me at (906) 228-4296, or by email at robcochran@marquettetownship.org.

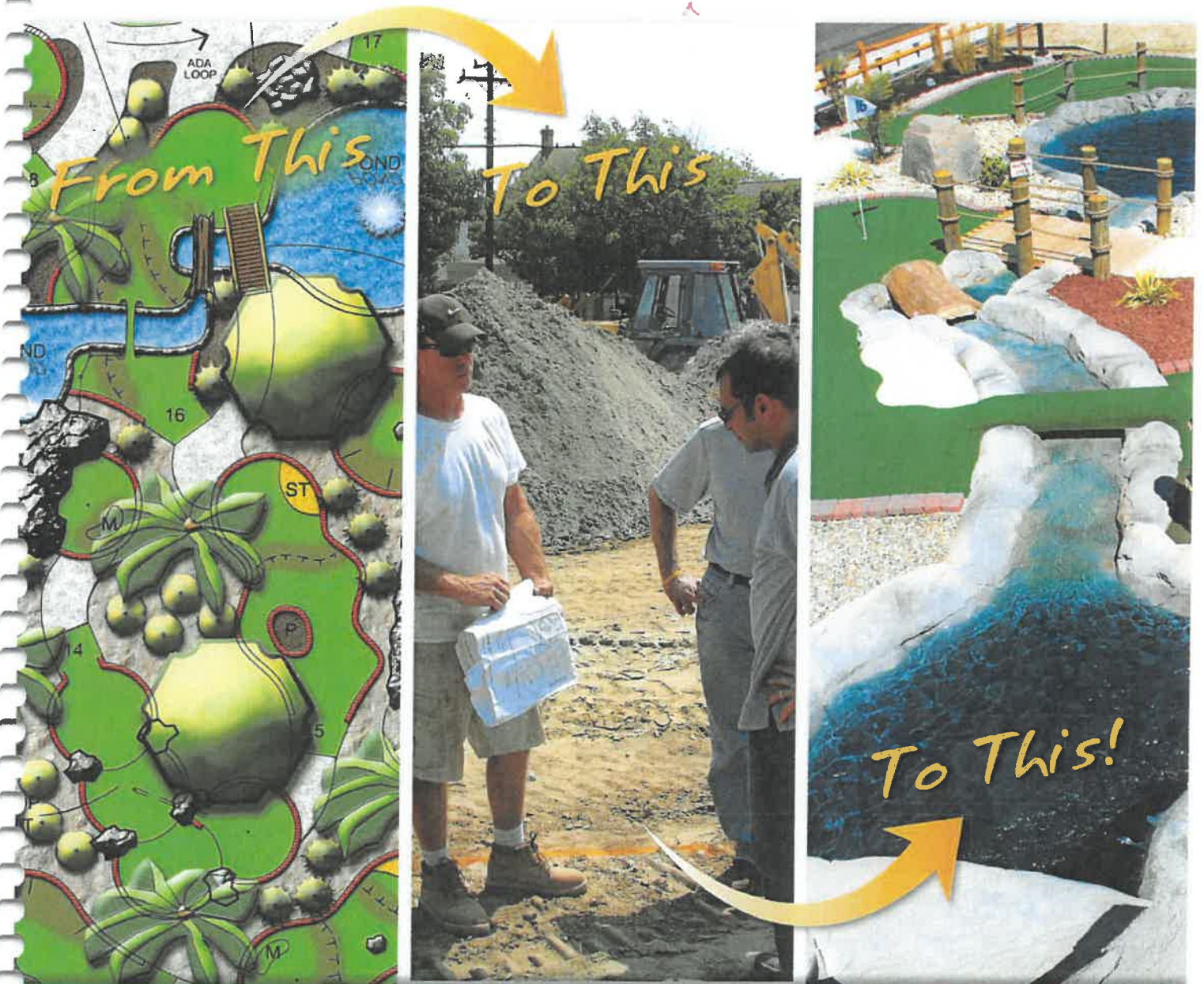
Sincerely;

ROBERT COCHRAN
Assistant Fire Chief/Fire Inspector
Marquette Township Fire Rescue
Phone: 906-228-4296
Fax: 906-228-4297
E-mail: robcochran@marquettetownship.org

c.c. Dan Shanahan, Fire Chief
Erik Powers, Staff Planner



CONSTRUCTION AND MAINTENANCE MANUAL



HARRIS MINIATURE GOLF COURSES, INC.

141 W. Burk Avenue, Wildwood, NJ 08260

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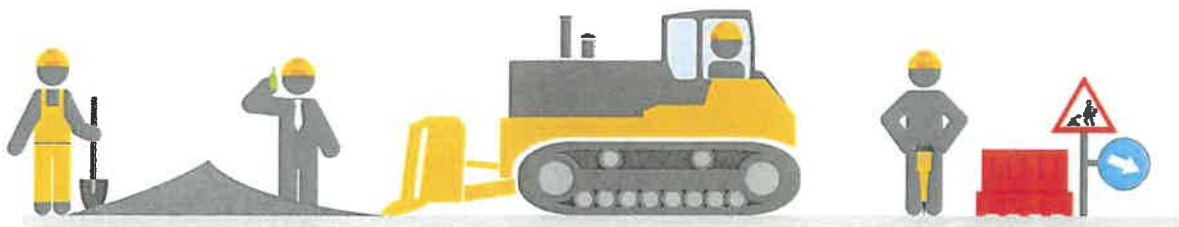
INTRODUCTION

Thank you for choosing Harris Miniature Golf Courses Inc. to build your miniature golf facility. We have developed this construction and maintenance manual to help guide you through the construction and ongoing maintenance of your miniature golf course.

CONSTRUCTION SCOPE OF WORK

The scope of work that follows should reinforce the pre-sale discussions and clarify any questions you might have. Process may vary on your project.

1. Course owner will apply for and get the required work permits before construction will begin.
2. Course owner will provide fill dirt and set to rough grade, as depicted on *Grading Plan* prepared by Harris Miniature Golf Courses Inc.
3. Course owner will arrange to have electrical, plumbing and irrigation contractors, as well as any specialty contractors, on site to meet the Harris Miniature Golf construction foreman.
4. The Harris construction team will do fine grading, as necessary, and construct water systems.
5. The Harris team will lay out, form, pour and finish concrete for all integral walkways and miniature golf holes.
6. After concrete has been poured, Harris will begin installing brick borders on holes.
7. Harris will provide and install all pumps for water systems. Harris will provide access for wiring pumps, but will not be responsible for any electrical work and conduit installation required for wiring pumps.
8. After all concrete has been poured and all brick edging is in place, course owner should begin landscaping.
9. After completion of landscaping, course owner will ensure that landscaper power-washes dirt off the golf holes in preparation for carpeting.
10. It is course owner's responsibility to design and print scorecards. It is advisable to begin this process as soon as possible.
11. Once all carpet is installed and Harris has delivered all miniature golf supplies such as putters, balls, pencils, hole markers (numbered flags), Harris has completed all its work.



ESSENTIAL PREPARATIONS

Project Management

Building a miniature golf course is an extensive construction project. To ensure the timely completion of work tasks and the course being ready for the grand opening, it is important that you employ good project management skills. If you are building an extensive clubhouse or a multi-attraction business, then your general contractor should “own” the entire project schedule. If your business is just a miniature golf course and single-purpose clubhouse, then Harris recommends that you consider a project manager or plan on overseeing the project work yourself on a daily basis.

A good project manager will help ensure all planning and building approvals are completed; can coordinate the hiring and work schedule for subcontractors, such as electrical, grading, landscaping, and others; and drive the entire project to a successful completion.

Be assured that once Harris arrives on site, we will complete our scope of work within the committed time period. Unfortunately, we have seen course openings delayed because other contractors have not been able to complete their work in a timely fashion and match the schedule the Harris team is working toward. This is particularly true with grading contractors; if the site is not properly prepared when the Harris team arrives, it will significantly impact the schedule and create non-productive work days for the Harris team.

Site Preparation

Site grading must be completed before the Harris crew arrives.

There are usually a lot of fill options available; the quality of the fill will have a direct impact on the construction project and the long-term maintenance of your course. When purchasing and bringing in fill, we recommend the following:

- ✓ Self-draining
- ✓ Non-organic compactable fill (no vegetation, no demolition waste and no large stones)
- ✓ A dirt-to-stone ratio that will accept a wooden stake for the concrete forms

Fill should be **ROLLED** and **COMPACTED** in 6-to-12-inch lifts to **REDUCE SETTling**. We also recommend having additional fill available for shaping and contouring the holes.

Elevations must be **CLEARLY MARKED** with **GRADE STAKES** to **ENSURE** and **VERIFY** that the grading has been done properly and to specifications as per the Grading Plan provided by Harris Miniature Golf Courses Inc.

Boundary stakes should be in place marking the perimeter of the course area.



DURING CONSTRUCTION

Electrical

All centrifugal pumps provided by Harris will be single phase unless 3 phase pumps are requested. It is not advisable to take a single leg from three-phase power to create a single-phase service. **The pumps will NOT LAST.** Contact Harris for details.

GOULD CENTRIFUGAL PUMPS

- ▶ Pumps are 230-volt, single phase, 60 Hz.

The following pumps are typically “specified” for these applications:

- Waterfalls: 3 HP - 53BF
- Spray fountains (typical): 1.5 HP - 52BF
- Standalone fountains: ¾ HP - 2 BF

- ✱ Be advised that due to the unique characteristics of each water system, we may specify a pump that differs from those mentioned above.

NOTE: It is the responsibility of the electrician to provide GFI circuit protection for all pumps and other necessary devices. Please arrange to have your electrical contractor on site during the first days of construction to coordinate access for underground wiring. If three-phase service will be used, your electrician will be responsible for supplying starters and overloads for the pumps.

LIGHTING

Course lighting should be done with metal halide light or LED fixtures. The lighting plan strives to provide 10 foot candles of light at ground level. It’s a good idea to install several electrical sources on the course to allow for maintenance.

A PVC chase is located under each tee area as a convenience for underground cables access throughout the course.



IT IS IMPORTANT TO HAVE WATER & ELECTRIC AVAILABLE DURING CONSTRUCTION SO THAT WATER SYSTEMS CAN BE TESTED WHILE OUR CREW IS STILL ON SITE.

- ✱ If systems cannot be checked prior to completion additional cost may be charged to have Harris personnel return to make adjustments.

LANDSCAPING

Important Points To Consider

Your miniature golf course is NEW construction. Special consideration should be taken when planning the landscaping. A well-landscaped course enhances the experience for everyone and helps ensure that your customers will return for many more rounds in the future. Harris Miniature Golf does not install landscaping, but would like to share some of our experiences.

Stone, as it requires less maintenance, is recommended. Pea gravel should be avoided because it is difficult to contain. We recommend that landscape areas use filter fabric (weed barrier) and ground cover that will hold dirt in place.

Mulch is usually the fastest, least expensive landscape application. The downside to mulch is that it tends to blow around, gets into the water systems and occasionally causes staining. When mulch is used, it

is advisable to contain it with a rock border. Arbors, gazebos, small retaining walls and other landscape structures can add dimension and definition to the course as the new landscape grows. Consider using recycled rubber mulch since it will not blow around and does not float.

Special attention needs to be given to site drainage and water runoff. Because the course is NEW construction, the flow of rainwater through the course should be monitored and addressed. If left unchecked, water runoff can undermine golf holes and ponds. In some situations, French drains, drain tiles, or dry streambeds may need to be added by your landscaper. We make every effort to build golf holes that will drain into the landscaping to ensure playability after a rainstorm.

Soils, mulch and grass should be kept below top of concrete to allow water to drain. The space between bricks lining the holes should be inspected occasionally and any debris removed. It is critical to keep fill and landscaping from washing out next to ponds and streams. When this occurs, it is necessary to backfill the affected area and redirect water flow outside the course.

An irrigation system and/or hose bibs will help maintain your landscaping and provide a water source for power washing and cleaning the water systems. Drip irrigation systems should be used instead of spray heads to better focus the water where intended and avoid soaking the greens, which may promote mold growth.

DO NOT landscape planters on the holes until the carpet has been installed. The carpet installers will be laying carpet over the hole and may destroy any plantings. *The landscaper needs to power-wash and clean off the holes when landscaping is completed.*



NOTE: Typically, when our construction team is finished, you will have your landscaper perform his services. When the landscaper is finished, we will send in another crew to install the carpet. We need about two weeks lead time to set up carpet delivery and installation. It is important to call Harris and give us an approximate timeframe in which the landscapers will be finished. It is very important not to wet the concrete surface on the holes just prior to and during the carpet installation. Excessive moisture in the concrete will negatively affect the adhesive bond of the carpet to the substrate. The actual carpet installation time for an 18-hole course is 2-5 days.

TROUBLESHOOTING AND MAINTENANCE

Carpet

When first installed, there may be bubbles in the carpet. This is common and nothing to worry about. These bubbles will lie down after several warm days.

Carpet suppliers recommend the following maintenance of the carpeting:

1. Vacuum on a regular basis (daily or weekly). Use a standard upright vacuum on a medium setting.
2. Weekly or bi-monthly, rinse the carpet with a garden hose. **DO NOT** use a pressure washer
3. Use a carpet rake or soft bristle brush to remove **EMBEDDED SOIL** and thoroughly rinse with a garden hose
4. The carpet will eventually lay down/crush. To improve the appearance, sweep the carpet against the traffic flow – from the cup to the tee area.
5. On an annual or bi-annual basis, clean the carpet with a hot or cold water extractor. The machine should be on **medium height** and should have a beater bar. **DO NOT use the beater bar on low setting and DO NOT USE DETERGENT.**
6. **DO NOT COVER** the carpet for winter maintenance. A cover could cause water to condensate under the cover and cause mold and mildew.



Carpet Stains and Other Problems

1. To remove mold or mildew, spray the affected area with a 5-to-1 solution of bleach to water. Let soak for 15 minutes, then rinse thoroughly with garden hose
2. To remove gum, we recommend a good commercial product like 3M Gum Carpet Remover or an oil-based product like peanut butter, WD-40, oil soap or a muscle pain reliever product like Ben Gay.

After a Rainstorm

By design and construction, your miniature golf course will drain into the adjacent landscaping after a rainstorm. Occasionally, water will collect in low spots on greens. Check to ensure the spacing between the brick is not clogged or otherwise obstructed. Use a squeegee to push the excess water through the opening and your course will be ready to play.

Minor Carpet Tears

Loose fibers collected between the bricks can be used to repair minor divots cut in the carpet. Clear glue should be used to set the fibers.

Brick Edging

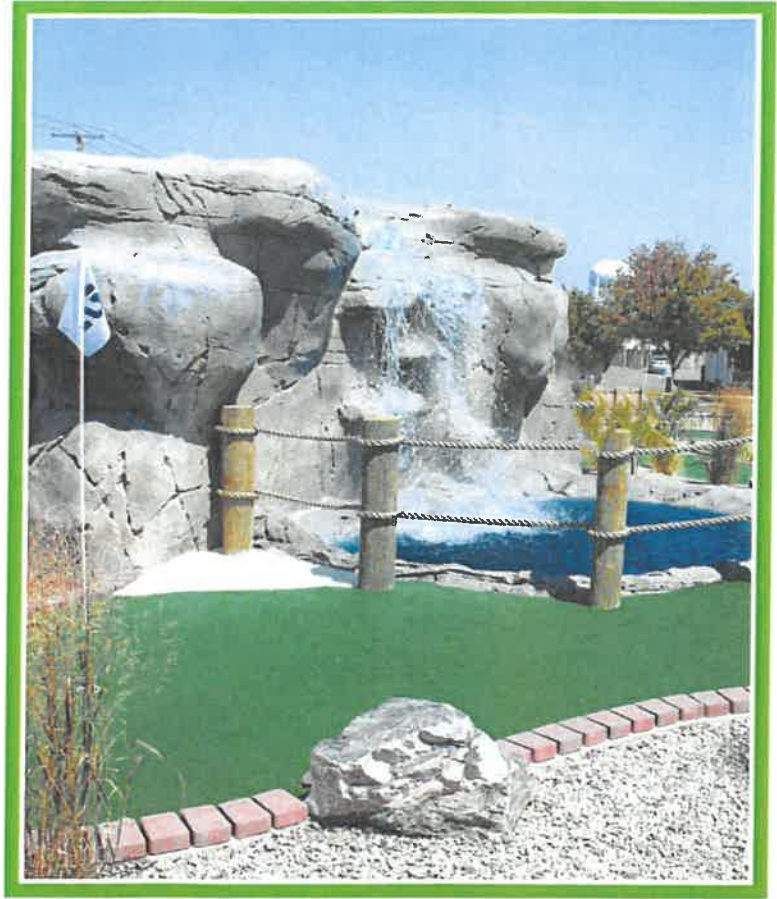
Occasionally, one or more of the bricks bordering each hole may become loose. If the brick is still intact, you can use a commercial adhesive like DAP Smartbond to secure the brick. If the brick is no longer intact, contact Harris Miniature Golf and we will assist you in finding a replacement.

Water Systems

The water systems need to be cleaned periodically. The systems should be pressure-washed to remove dirt and debris. The systems should also be checked for cracks at this time. Cracks should be ground out and sealed. If there are problems with algae or other contaminants, a local swimming pool supplier should be able to recommend chemicals for treatment.

Water Loss

1. A certain amount of water loss is normal. This is generally due to evaporation and wind displacing the water. Excessive water loss, however, indicates there may be a leak. The first step in solving the problem is isolating various areas of the water system to detect the nature of the water loss.
2. Visually inspect the water system. Is water lapping over anywhere in the stream, ponds or concrete basin on top of the fall? Often, course owners line the stream with rock for aesthetic purposes. Rock in the stream may be restricting the flow of the water, causing the water to lap over the sides. This is especially true if the top pond is overflowing. Removing or shifting some of the rock in the stream may solve the water loss problem.
3. Check the area around the pipes. Are there any gaps? If so, caulk as needed.
4. Mark the water levels on the ponds when the system is turned off in the evening. Check the water levels against the marks in the morning.
5. Inspect the face of the waterfall for possible leakage. If this area is suspect, it can be tested by extending the discharge pipe from the top of the waterfall to bypass the face of the fall. If the water loss ceases, then we have isolated the problem to the face.
6. There is always the possibility of a broken pipe. A plumber can do a pressure test to determine if a pipe is the problem. In some instances, a camera may be scoped through the pipe to locate and diagnose the problem. For systems without check valves, a simple way to check for a cracked pipe is to cap the pipe in the lower pond, then fill the pipe in the upper pond with water. Note if the water level drops after a few hours.



Isolating the problem will help determine the best course of action to take.

Check for soil erosion and washouts and back-fill as needed. If problem persists, additional landscaping or drainage may be needed to channel water.

Efflorescence Concrete Stains

Efflorescence is a condition where white (salt) deposits form on the surface of masonry. These deposits are generally not harmful to the masonry, just unattractive. However, they should be washed from the surface as soon as possible. Some salt deposits are water-soluble for only a brief period after reaching the atmosphere. Carbon dioxide in the atmosphere eventually converts these salts into water-insoluble carbonates, which are impossible to remove without the use of acids

Removing Efflorescence Concrete Stains

- A. Start by testing a non-visible area and dry brush the surface with a stiff bristle (nonmetallic) brush. If no scratching occurs, do the same to a visible area with efflorescence stains, and then wash it with clean, clear water from a garden hose, supplemented by scrubbing with a stiff bristle (nonmetallic) brush, if necessary.
- B. If Step A is unsuccessful, purchase a commercially available product like Quikrete Efflorescence and Rust Remover, and follow directions to remove the stain. Contact Harris for other product recommendations.

MINIATURE GOLF SUPPLIES

Customers will enjoy their miniature golf playing experience much more if they are using new and well-maintained equipment. Depending on the amount of play your course gets, you should plan on replacing the floating golf balls every year. The putters and hole flags will typically last two or more years.

You can put a new shine on a putter head by using a soft cloth to apply some WD-40 or tire cleaner.

There are many reputable miniature golf suppliers where you can purchase floating golf balls and urethane head putters.

WINTERIZATION AND OFF-SEASON MAINTENANCE

Submersible Pumps

- Remove the pumps from the ponds and store indoors, preferably in a heated area. Do not use the cord to lift pumps.
- Have turbine oil in pumps replaced by a factory-authorized service center after every 12 months of pump operation.



Water Systems

- Tools needed:**
- Air compressor or other high-volume blower*
 - RV antifreeze
 - 1- or 2-foot pipe or broom handle
 - Pipe cap and expansion plug
 - Automobile tire and cinder block



*A high volume air-compressor, such as a tow-behind compressor is recommended. Many landscape contractors provide this service at a very reasonable cost.

Steps

On fountain and waterfall systems equipped with check valves in lower ponds:

1. Disconnect quick-release metal coupling on end of flex hose in the pond.
2. Insert small piece of 1" or 2" pipe or broom handle in open end of check valve, so it opens flap and permits water to drain out of pipe.
3. The pipe from the waterfall or fountain to the lower pond needs to be blown out, or at least drained. Remove small pipe or broom handle after pipe is blown out and insert expansion plug in end of pipe in lower pond. Pour several gallons of RV antifreeze down the pipes at the fountain and top of the waterfall.
4. Put a cap on the pipe in the upper pond or top of the waterfall.
5. Fill the pond halfway with water. Place an old automobile tire in the pond and secure to a cinder block to keep it near the surface. This will allow for expansion during periods of freeze and thaw. The water will help protect the pond against heaving.

On systems without check valves, perform instructions detailed under Step 3 above.

Masonry and Concrete

To prevent freeze/thaw damage, inspect waterfalls, ponds, streams and walkways for cracks. Patch as necessary to prevent water penetration. Patching materials can be obtained through Harris.

In the spring, after the last frost, drain and power-wash the systems, reinstall the pumps, and inspect the system for cracks.

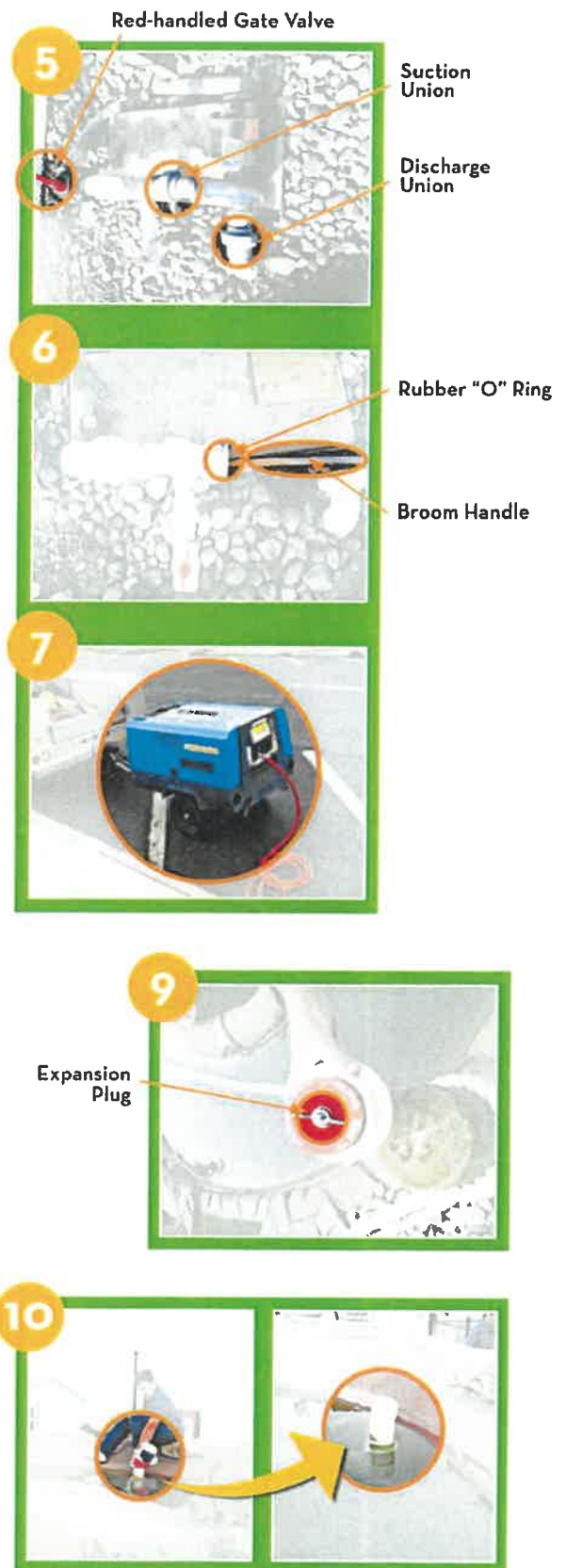
Centrifugal Pump Winterization Instructions

- Tools needed:**
- Strap wrench (for unions)
 - RV antifreeze
 - 3" expansion plug (suction hose)
 - PVC caps for discharge pipes
 - 1" diameter pipe or broom handle
 - Air compressor or high-volume blower



Steps

1. Confirm that power to all centrifugal pumps is turned off.
2. Remove fake rock from over pump.
3. Remove intake filter from lower pond. Unscrew check valve/filter assembly and store inside. Hose can be removed, as well.
4. Close the red-handled gate or butterfly valve.
5. Unscrew unions (a strap wrench may be required) on the suction and discharge sides of the pump. (Be careful not to lose the "O" ring, which is seated inside each union.) This will allow you to remove the pump and store it inside. Lean pump over so water in volute will drain out.
6. Next, insert a small length of 1" pipe or broom handle into the remaining portion of the union far enough to open the flapper in the check valve. Leave in place for the moment.
7. Slowly open gate. Water will begin draining out. It is recommended that an air compressor or blower be used to blow the systems out by forcing air into the upper end of the discharge pipe. This will force more water out of pipe.
8. Plumbing for fountain in the lower pond must also be blown out. Remove small pipe so check valve flapper closes.
9. Pour 1 gallon of RV antifreeze into suction hose or pipe. Cap end of pipe where it comes through the pond wall with an expansion plug.
10. Pour 4 gallons of RV antifreeze down each fountain and waterfall discharge pipe. Place cap over each discharge pipe.



11. Replace fake rock over valve assembly.
12. Fill the ponds halfway with water. Place an old automobile tire in the pond and secure to a cinder block to keep it submerged near the surface of the water. This will allow for expansion during periods of freeze and thaw. The water in the ponds will help protect the pond against heaving.

Main Water Supply

1. If your entire business is seasonal, contact your local water utility and request that they turn off the main water valve during the off-season.
2. If part of your business will remain open over the winter months, turn off the water supply to the miniature golf course.
3. Blow out your water supply pipes as directed by a local plumber.

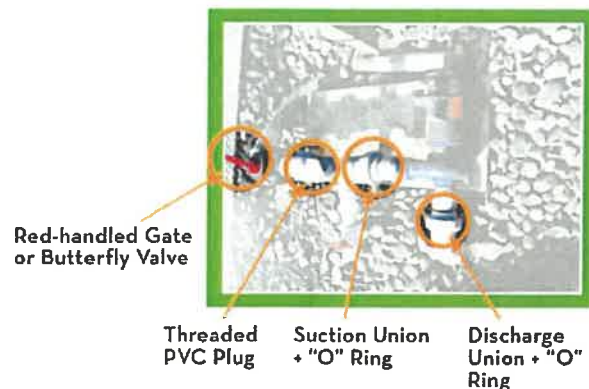
Centrifugal Pump Startup Instructions

- Tools needed:**
- Strap wrench (for unions)
 - 9/16" wrench (drainage plug)
 - Teflon tape (seal threads on drainage plug)
 - 3" expansion plug (suction hose) PVC caps for discharge pipes



Steps

1. Reinstall pump, reconnect unions (make sure black "O" ring is seated on face of union), hand-tighten unions and have electrician reconnect power to pump.
2. Reconnect intake filter assembly in lower pond, pay close attention to the position of the check valve. The word "TOP," written on the valve must face up toward the surface of the water. Otherwise, the flapper inside the valve will not close completely, causing the pump to lose its prime.
3. Make sure the red handle gate valve is in the closed position. Next loosen and remove the threaded PVC plug on top of the valve assembly. Use a garden hose to fill the pipe (this may take a minute or two depending on the length of the suction line. Once filled, wrap threads on plug with Teflon tape and replace plug. Tighten until snug. **DO NOT OVERTIGHTEN.** Inspect unions for leaking water and carefully tighten a little more to stop leak.
4. Turn on pump and immediately open the gate or butterfly valve. It may take a few seconds for the water to discharge from the top of the water feature.
5. Do not add grease to fittings on motor. The motor is lifetime lubricated.



A:1

Preconstruction Checklist:

Before construction can begin you will want to make sure that the following things are all lined up and ready to go.

- Get Survey for Site Elevation and Boundaries
- Order Hole Markers
- Lighting Plan
- Parking Plan
- Select Fencing
- Final Engineering Drawings
- Zoning Approval
- Construction Bond
- Construction Permits

A:2

Owner or General Contractor Construction Checklist

- Construction Insurance
- Notify Local "Call Before You Dig" Hotline to Schedule Utility Markout. Allow 3 Days Lead Time.
- Site Prep and Grading
- Electric Service
- Water Service
- Facilitate On-Site Subcontractor Meeting
- Install Electrical Conduit
- Install Clubhouse
- Clubhouse Lights and Electric
- Construct Parking
- Landscaping

NOTE: If a 3-phase pump is requested, the electrician will be responsible for supplying starters and overloads.

A:3

Owner Suggestions

Once construction has begun on your new miniature golf course, below is a list of things that you might consider incorporating into your new business.

- Security Cameras
- Audio System
- Burglar Alarm System
- Internet and Phone
- Point-of-Sale System
- Online Ad for Manager
- Purchase Safe
- Hire Manager
- Internet Service
- Marketing Plan
- Help Wanted Sign

A:4

Before Opening

Right before you open your new business, you are going to want to make sure that you did not forget any of the following items.

- Manager Computer
- POS Setup
- Company Logo
- Clubhouse Lights
- Hire Employees
- Operating Insurance
- Bank Account
- Credit Card Processing
- Mercantile License
- Train Manager and Employees
- Pricing Signs
- Workers Rights Signs
- Office Supplies
- Cleaning Supplies
- Grand Opening Celebration
- Employee Manual
- Manager Manual
- Daily Operational Checklist
- Tool Kit



HARRIS MINIATURE GOLF COURSES, INC.

141 W. Burk Avenue, Wildwood, NJ 08260

Phone (609) 522-4200 | Fax (609) 729-0100 | Toll-free (888) 294-6530

www.harrisminigolf.com

86.

MARQUETTE TOWNSHIP SHORT TERM RENTALS

Case Number	Address	Approved/Denied Date	Owner
081518-1	250 Partridge Bay Trail	Approved- 8/15/18	Ray Family LLC
091018-1	2352/2362 Werner ST	Approved- 9/10/18	Matt Blondeau
111418-1	386 Co Rd 550	Approved- 11/14/18	Kevin Thomsen
111418-2	309 Eagle's Nest	Approved- 11/14/18	Christina Gervasi
042419-1	495 Brickyard Rd	Approved- 4/24/19	Tyler Govern
050819-1	290 South Vandeenboon	DENIED- 5/8/19	Andrea and Gregory Timm
050819-2	1650 Granite Ave.	Approved- 5/8/19	Lynn Mattson
052219-1	250 Huron Woods	Approved- 5/22/19	Anne C Jackson Trustee
090920-1	600 Brickyard Rd	Approved- 9/9/20	Kathy Peters
011321-1	1983 Cherry St	Approved- 1/13/21	Andrew Herro
092221-1	680 Ontario Ave	Approved - 9/22/21	John and Jenny Centko
102721-1	354 Co Rd 550	Approved- 10/27/21	Connor Wilkinson
120821-1	1818 Grante Ave	Approved- 12/8/21	Ted Grzelak
120821-3	170 Eagle's Nest	Approved 12/8/21	Tim and Regina Gort
112421-1	2593 Norwood	DENIED- 2/9/22	Samuel Dunlap

Outstanding

Fisher 828 Co Rd 550 PH 3/9

86.

Marquette Township Fire Rescue
2801 Venture Drive DR
Marquette, MI 49855
WORK 906-228-4296

**COPY FOR YOUR
INFORMATION**

Default Inspection Checklist

Occupancy Name:	_____		
Address:	_____		
		Phone:	_____
Inspector:	_____		
Date Inspected:	___/___/___		

EXTERIOR

Notes:

Exits Obstructed	<input type="checkbox"/>	Pass	<input type="checkbox"/>	Fail	<input type="checkbox"/>	N/A	<input type="checkbox"/>	Unk	_____
Exits to open area	<input type="checkbox"/>	Pass	<input type="checkbox"/>	Fail	<input type="checkbox"/>	N/A	<input type="checkbox"/>	Unk	_____
Waste Accumilation	<input type="checkbox"/>	Pass	<input type="checkbox"/>	Fail	<input type="checkbox"/>	N/A	<input type="checkbox"/>	Unk	_____
Protect Gas Meter, Utilities	<input type="checkbox"/>	Pass	<input type="checkbox"/>	Fail	<input type="checkbox"/>	N/A	<input type="checkbox"/>	Unk	_____
Provide Address	<input type="checkbox"/>	Pass	<input type="checkbox"/>	Fail	<input type="checkbox"/>	N/A	<input type="checkbox"/>	Unk	_____
	<input type="checkbox"/>	Pass	<input type="checkbox"/>	Fail	<input type="checkbox"/>	N/A	<input type="checkbox"/>	Unk	_____

INTERIOR

Notes:

Exits Obstructed	<input type="checkbox"/>	Pass	<input type="checkbox"/>	Fail	<input type="checkbox"/>	N/A	<input type="checkbox"/>	Unk	_____
Number of Exits	<input type="checkbox"/>	Pass	<input type="checkbox"/>	Fail	<input type="checkbox"/>	N/A	<input type="checkbox"/>	Unk	_____
Exit Location	<input type="checkbox"/>	Pass	<input type="checkbox"/>	Fail	<input type="checkbox"/>	N/A	<input type="checkbox"/>	Unk	_____
Exit Access	<input type="checkbox"/>	Pass	<input type="checkbox"/>	Fail	<input type="checkbox"/>	N/A	<input type="checkbox"/>	Unk	_____
Exits Marked	<input type="checkbox"/>	Pass	<input type="checkbox"/>	Fail	<input type="checkbox"/>	N/A	<input type="checkbox"/>	Unk	_____
Exit Sign Illumination/Contrast	<input type="checkbox"/>	Pass	<input type="checkbox"/>	Fail	<input type="checkbox"/>	N/A	<input type="checkbox"/>	Unk	_____
Illumination of Means of Egress	<input type="checkbox"/>	Pass	<input type="checkbox"/>	Fail	<input type="checkbox"/>	N/A	<input type="checkbox"/>	Unk	_____
Door Swing Proper	<input type="checkbox"/>	Pass	<input type="checkbox"/>	Fail	<input type="checkbox"/>	N/A	<input type="checkbox"/>	Unk	_____
Proper Locks	<input type="checkbox"/>	Pass	<input type="checkbox"/>	Fail	<input type="checkbox"/>	N/A	<input type="checkbox"/>	Unk	_____
Aisles Proper Width	<input type="checkbox"/>	Pass	<input type="checkbox"/>	Fail	<input type="checkbox"/>	N/A	<input type="checkbox"/>	Unk	_____
Aisles Accessible	<input type="checkbox"/>	Pass	<input type="checkbox"/>	Fail	<input type="checkbox"/>	N/A	<input type="checkbox"/>	Unk	_____
Fire Wall Openings Protected	<input type="checkbox"/>	Pass	<input type="checkbox"/>	Fail	<input type="checkbox"/>	N/A	<input type="checkbox"/>	Unk	_____
Fire Door Condition	<input type="checkbox"/>	Pass	<input type="checkbox"/>	Fail	<input type="checkbox"/>	N/A	<input type="checkbox"/>	Unk	_____
Storage , Special Hazzard Protection	<input type="checkbox"/>	Pass	<input type="checkbox"/>	Fail	<input type="checkbox"/>	N/A	<input type="checkbox"/>	Unk	_____
Storage, Clearance From Sprinklers	<input type="checkbox"/>	Pass	<input type="checkbox"/>	Fail	<input type="checkbox"/>	N/A	<input type="checkbox"/>	Unk	_____
Waste Accumulation	<input type="checkbox"/>	Pass	<input type="checkbox"/>	Fail	<input type="checkbox"/>	N/A	<input type="checkbox"/>	Unk	_____

86.

Marquette Township Fire Rescue
2801 Venture Drive DR
Marquette, MI 49855
WORK 906-228-4296

**COPY FOR YOUR
INFORMATION**

Default Inspection Checklist

Occupancy Name:	_____
Address:	_____
	Phone: _____
Inspector:	_____
Date Inspected:	___/___/___

INTERIOR

Notes:

HVAC

Notes:

- | | | | | | |
|-----------------------------|-------------------------------|-------------------------------|------------------------------|------------------------------|-------|
| Appliances Accessible | <input type="checkbox"/> Pass | <input type="checkbox"/> Fail | <input type="checkbox"/> N/A | <input type="checkbox"/> Unk | _____ |
| Shut Offs Provided | <input type="checkbox"/> Pass | <input type="checkbox"/> Fail | <input type="checkbox"/> N/A | <input type="checkbox"/> Unk | _____ |
| Clearance From Combustibles | <input type="checkbox"/> Pass | <input type="checkbox"/> Fail | <input type="checkbox"/> N/A | <input type="checkbox"/> Unk | _____ |
| Maintained Properly | <input type="checkbox"/> Pass | <input type="checkbox"/> Fail | <input type="checkbox"/> N/A | <input type="checkbox"/> Unk | _____ |

ELECTRICAL

Notes:

- | | | | | | |
|-----------------------------------|-------------------------------|-------------------------------|------------------------------|------------------------------|-------|
| Clearence to Equipment | <input type="checkbox"/> Pass | <input type="checkbox"/> Fail | <input type="checkbox"/> N/A | <input type="checkbox"/> Unk | _____ |
| Properly Mounted | <input type="checkbox"/> Pass | <input type="checkbox"/> Fail | <input type="checkbox"/> N/A | <input type="checkbox"/> Unk | _____ |
| Disconnect Provided and Marked | <input type="checkbox"/> Pass | <input type="checkbox"/> Fail | <input type="checkbox"/> N/A | <input type="checkbox"/> Unk | _____ |
| Improper Outlet | <input type="checkbox"/> Pass | <input type="checkbox"/> Fail | <input type="checkbox"/> N/A | <input type="checkbox"/> Unk | _____ |
| Open Outlet | <input type="checkbox"/> Pass | <input type="checkbox"/> Fail | <input type="checkbox"/> N/A | <input type="checkbox"/> Unk | _____ |
| Improper Cord | <input type="checkbox"/> Pass | <input type="checkbox"/> Fail | <input type="checkbox"/> N/A | <input type="checkbox"/> Unk | _____ |
| Extension Cord in Place of Wiring | <input type="checkbox"/> Pass | <input type="checkbox"/> Fail | <input type="checkbox"/> N/A | <input type="checkbox"/> Unk | _____ |
| Emergency Lights | <input type="checkbox"/> Pass | <input type="checkbox"/> Fail | <input type="checkbox"/> N/A | <input type="checkbox"/> Unk | _____ |
| Explosion Proof Wiring | <input type="checkbox"/> Pass | <input type="checkbox"/> Fail | <input type="checkbox"/> N/A | <input type="checkbox"/> Unk | _____ |
| Seal Offs Provided | <input type="checkbox"/> Pass | <input type="checkbox"/> Fail | <input type="checkbox"/> N/A | <input type="checkbox"/> Unk | _____ |

FLAMMABLE LIQUIDS

Notes:

- | | | | | | |
|---------------------|-------------------------------|-------------------------------|------------------------------|------------------------------|-------|
| Proper Storage | <input type="checkbox"/> Pass | <input type="checkbox"/> Fail | <input type="checkbox"/> N/A | <input type="checkbox"/> Unk | _____ |
| Proper Dispensing | <input type="checkbox"/> Pass | <input type="checkbox"/> Fail | <input type="checkbox"/> N/A | <input type="checkbox"/> Unk | _____ |
| Sources of Ignition | <input type="checkbox"/> Pass | <input type="checkbox"/> Fail | <input type="checkbox"/> N/A | <input type="checkbox"/> Unk | _____ |

86.

Marquette Township Fire Rescue
2801 Venture Drive DR
Marquette, MI 49855
WORK 906-228-4296

**COPY FOR YOUR
INFORMATION**

Default Inspection Checklist

Occupancy Name:	_____
Address:	_____
	_____ Phone: _____
Inspector:	_____
Date Inspected:	____/____/____

FLAMMABLE LIQUIDS

No Smoking Signs Posted []Pass []Fail []N/A []Unk _____ Notes:

FIRE EXTINGUISHERS

Proper Number []Pass []Fail []N/A []Unk _____ Notes:

Condition []Pass []Fail []N/A []Unk _____

Accessible []Pass []Fail []N/A []Unk _____

Proper Type and Size []Pass []Fail []N/A []Unk _____

Required Maintenance []Pass []Fail []N/A []Unk _____

FIRE PROTECTION SYSTEMS

Suppression System Provided []Pass []Fail []N/A []Unk _____ Notes:

Suppression System Proper []Pass []Fail []N/A []Unk _____

Suppression System Inspected []Pass []Fail []N/A []Unk _____

SPRINKLER SYSTEMS

Sprinkler Head Clearance []Pass []Fail []N/A []Unk _____ Notes:

Fire Department Connection []Pass []Fail []N/A []Unk _____

Valves, Proper Marking []Pass []Fail []N/A []Unk _____

Alarms, Tamper & Flow []Pass []Fail []N/A []Unk _____

FIRE ALARM SYSTEMS

Inspection, Testing (New Systems) []Pass []Fail []N/A []Unk _____ Notes:

Maintenance and Testing (Existing) []Pass []Fail []N/A []Unk _____