



MARQUETTE CHARTER TOWNSHIP

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

PLANNING COMMISSION MEETING

WEDNESDAY, SEPTEMBER 8, 2021 – 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.
3. Approval of the Agenda.
4. Minutes from Previous Meeting – August 25, 2021
5. Public Comment.

6. New Business.
 - a. Special Use Permit Public Hearing Request – Proposed Short-Term Rental Unit on a property located at 354 Co. Rd 550, Marquette MI 49855, within the Urban Residential (UR) zoning district, per the Marquette Township Zoning Ordinance (Article 15, Section 15.05). Applicant: Connor Wilkinson
 - b. 2022 CIP Requests – Discussion

7. Unfinished Business. None.

8. Correspondence.

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

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

****Next Meeting – September 22, 2021***



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STAFF REPORT

PLANNING COMMISSION – SEPTEMBER 8, 2020

Agenda Item # 6a: Special Use Permit Public Hearing Request – Proposed Short-Term Rental Unit on a property located within the Rural Residential (RR) zoning district, per the Marquette Township Zoning Ordinance (Article 15, Section 15.05).

Applicant: Connor Wilkinson
Parcel ID#: 52-08-300-014-00
Address: 354 Co Rd 550
Staff Contact: Jason McCarthy/Erik Powers

Background:

Staff has received an application for a special land use to conduct a short-term rental at the above location in the Urban Residential (UR) zoning district, per Article 15 – Principal Uses Permitted in Districts, Section 15.05 of the Marquette Township Zoning Ordinance.

Per the Marquette Township Ordinance:

ARTICLE 2 – DEFINITIONS:

Short-Term Rental – A residential dwelling, not owner-occupied, which is rented, all or in part, on a daily, weekly, or monthly basis, for ninety (90) days or less.

SECTION 16.13: SHORT-TERM RENTALS

1. *In addition to complying with other relevant sections of this Ordinance, petitioners desiring to conduct a short-term rental unit (as defined in Article 2), the petitioner shall also provide the following information in order to be considered for a special use permit:*
 - a. *A fire-code review by the Marquette Township Fire/Rescue Department every 2 (two) years.*
 - b. *A Marquette Township Business License.*



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-
- c. *Off-street parking conforming to residential single-family dwelling units under Article 21.*

Review Recommendation

Staff recommends scheduling the public hearing for Wednesday, October 13, 2021 at 7 PM.



Charter Township of Marquette



1000 Commerce Drive Marquette, Michigan
49855
Phone: 906-228-6220 • Fax: 906-228-7337

ORIGINAL

Application for Special Use Permit

**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.*

**The application is not considered complete until all items have been submitted and the application fee paid.*

The following information/ materials are required by the Zoning Ordinance (Sec.16.03) as part of this application. Your application requires approval by the Planning Commission. As required by Ordinance, Special Use Permit applications normally involve a minimum of two Planning Commission meetings. The first meeting is to review the completed application and schedule the required public hearing; the second meeting consists of the public hearing, after which the Planning Commission will deliberate on the proposed special use approving it, approving it with conditions or disapproving it.

Application Type

<input checked="" type="checkbox"/> New Application	<input type="checkbox"/> Renewal
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PAID
AUG 26 2021
#2873
Marquette Township
\$255.00

Applicant Information

Name: Connor Wilkinson		Address: 354 Co. Rd. 550, Marquette MI, 49855	
Business Name:			
Phone: 9064580505	Fax:	Name of Contact Person: Connor Wilkinson	Contact Phone: 9064580505
If Applicant is not the Owner, state the Applicant's relationship to the Owner (<i>i.e. purchaser, land contract vendee, owner's designated agent, etc.</i>):			
E-Mail Address: conwilk@umich.edu			

Property Owner (if different from applicant)

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

Property Information

Address: 354 Co. Rd. 550, Marquette MI, 49855		Parcel I.D. Number(s): 52-08- 00404400
Zoning District: Marquette Township - SR	Legal Description(s) (<i>attach pages as necessary</i>): SEC 4 T48N R25W PART OF SE ¼ OF SE ¼ BEG 325' W & 322' S OF NE COR THEREOF; TH S 241' TO CO RD 550 TH NW'LY 168' TH NE'LY 197' TO A PT 20' E OF POB, TH E 20' TO POB.	

Size (acreage or square footage): square footage: 940	Name of any existing businesses on property: None
Proposed Use of Property: Short-term rental	
Present Use of Property: Home	

Permission

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

Please include with this permit the following items:

- A letter or signed narrative describing in detail the proposed special use and detailing why the location selected is appropriate.
 - Attached
- Applicant's statement of the expected effect of the special use (where applicable) on emergency services, schools, sanitary sewer facilities, and local traffic volumes.
 - Attached
- Property Boundary Survey / Map and Legal Description with the seal of the registered surveyor who prepared them.
 - Attached
- Existing uses and structures on the land – attach any available site map or drawing locating uses and structures on the land
 - Attached
- Existing zoning of the subject property or parcel along with the zoning district of all adjacent properties (may be superimposed on the survey or site map).
 - Attached
- Site Plan or Plot Plan for Proposed Development (see Article XVII, Site Plan Review, Section 17.03 & 17.06).
 - Attached
- Preliminary Building Plans / Outline Specifications.
 - Attached
- Supporting Documents from Relevant Public Agencies.
 - Attached

Applicant:

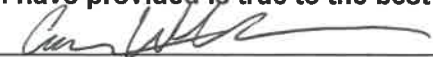
I certify that the information I have provided is true to the best of my knowledge.

Signature of Applicant:  Date: 8/26/21

Applicant's Name (print): Connor Wilkinson

Property Owner:

I certify that the information I have provided is true to the best of my knowledge.

Signature of Property Owner:  Date: 8/26/21

Property Owner's Name (print): Connor Wilkinson

Optional: I hereby grant permission for the members of the Marquette Township Commission, Zoning Administrator, Planner and the Fire Marshall 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:  Date: 8/26/21

OFFICIAL USE ONLY	
Official Receiving Application (please print): <u>Jason McCreedy</u>	Date: <u>8/26/2021</u>
Fee Paid: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, Amount Paid: <u>255.00</u>	
Application: <input type="checkbox"/> Approved <input type="checkbox"/> Not Approved	
Reason: <input type="checkbox"/> Incomplete Application <input type="checkbox"/> Other Date: _____	Condition(s) of Approval: _____
Signature of Zoning Administrator: _____ Date: _____	

A letter or signed narrative describing in detail the proposed special use and detailing why the location selected is appropriate.

To Whom It May Concern,

I am requesting permission to use my property as a short-term rental, using sites like AirBnb and VRBO. The property has been recently renovated indoors and is a perfect spot for travelers visiting Marquette or residents looking for a short-term stay. It is close to many hiking trails, beaches, and a short drive from downtown Marquette.

Best,

A handwritten signature in black ink, appearing to read 'Connor Wilkinson', with a long horizontal flourish extending to the right.

Connor Wilkinson

Statement of the expected effect of the special use (where applicable) on emergency services, schools, sanitary sewer facilities, and local traffic volumes.

This special use of the property is not expected to have any effect on emergency services, schools, sanitary sewer facilities, and local traffic volumes. As it is a smaller home, 2 bedroom 1 bath, there will only be max of 4 people in the home at once and no parties or large gatherings will be permitted. There will be no difference in the traffic volume than that of any ordinary residence.



2009R-08502

PATRICIA A. MANLEY
REGISTER OF DEEDS
MARQUETTE COUNTY, MI

RECORDED ON
06/17/2009 01:23PM
PAGES: 4

REC'D JUN 17 2009
1:19 pm

BOUNDARY AGREEMENT

This boundary agreement is made on June 12, 2009, between James R. DeCorte and Emmanuela J. DeCorte, of 42 County Road 550, Marquette, MI 49855 ("Party A"), and Gale A. Bott, a single man, of 40 County Road 550, Marquette, MI 49855 ("Party B"), upon the following terms and conditions.

1. **The parcels.** Party A and Party B are neighbors with adjoining property in the Township of Marquette, County of Marquette, in the State of Michigan. Party A is the titled owner of Parcel A described pursuant to a deed recorded at Liber 321 of Deeds, Page 228, on the 11th day of April, 1977, Marquette County Records. Party B is the titled owner of Parcel B described pursuant to a deed recorded at Liber 427 of Deeds, Page 28, on the 20th day of December, 1999, Marquette County Records.

2. **Purpose of the agreement.** The parties are unable to ascertain the true boundary line between our properties Parcel A and Parcel B. We have reviewed our deeds, plats, maps, and other existing records, and we have excavated at the presumed corners in an effort to locate the original monuments. We have discovered that there is an ambiguity between our real property documents and the lines of occupation on the ground, that makes it impossible to determine the true boundary line. For that reason, we have mutually agreed to a boundary line between our two parcels.

3. **Consideration.** This agreement is made in consideration of the sum of Less than One Hundred United States Dollars (\$100.00), the receipt of which is acknowledged.

4. **Agreement.** We hereby agree that the true boundary line between our properties is marked the line described as:

THE FOLLOWING DESCRIBED BOUNDARY LINE IS LOCATED IN THE SOUTHEAST 1/4 OF THE SOUTHEAST 1/4 (SE 1/4 OF SE 1/4) OF SECTION 4, TOWNSHIP 48 NORTH, RANGE 25 WEST, TOWNSHIP OF MARQUETTE, COUNTY OF MARQUETTE AND STATE OF MICHIGAN, AND IS MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHEAST CORNER OF SAID SECTION 4 AS DESCRIBED PER LAND CORNER RECORDATION CERTIFICATE

RECORDED AT LIBER R1, PAGE 266, MARQUETTE COUNTY LAND CORNER RECORDS;

THENCE NORTH 00°33'42" EAST ALONG THE EAST LINE OF SAID SECTION 4 A DISTANCE OF 1325.51 FEET TO AN IRON ROD AND CAP NO. 24589 MONUMENTING THE NORTHEAST CORNER OF THE SOUTHEAST 1/4 OF THE SOUTHEAST 1/4 (SE 1/4 OF SE 1/4) OF SAID SECTION 4. SAID IRON ROD AND CAP BEARS SOUTH 29°00' EAST A DISTANCE OF 0.18 FEET FROM A POINT MIDWAY AND ON LINE BETWEEN THE SOUTHEAST CORNER OF SAID SECTION 4 AS DESCRIBED PER LAND CORNER RECORDATION CERTIFICATE RECORDED AT LIBER R1, PAGE 266, MARQUETTE COUNTY LAND CORNER RECORDS AND THE EAST 1/4 CORNER OF SAID SECTION 4 AS DESCRIBED PER LAND CORNER RECORDATION CERTIFICATE RECORDED AT LIBER R4, PAGE 65, MARQUETTE COUNTY LAND CORNER RECORDS;

THENCE SOUTH 89°53'45" WEST ALONG THE NORTH LINE OF THE SOUTHEAST 1/4 OF THE SOUTHEAST 1/4 (SE 1/4 OF SE 1/4) OF SAID SECTION 4 A DISTANCE OF 323.50 FEET. THE NORTH LINE OF THE SOUTHEAST 1/4 OF THE SOUTHEAST 1/4 (SE 1/4 OF SE 1/4) OF SAID SECTION 4 BEING DEFINED AS A STRAIGHT LINE ORIGINATING AT THE SAID IRON ROD AND CAP NO. 24589 MONUMENTING THE NORTHEAST CORNER OF THE SOUTHEAST 1/4 OF THE SOUTHEAST 1/4 (SE 1/4 OF SE 1/4) OF SAID SECTION 4 AND ENDING AT THE NORTHWEST CORNER OF THE SOUTHEAST 1/4 OF THE SOUTHEAST 1/4 (SE 1/4 OF SE 1/4) OF SAID SECTION 4 AS DESCRIBED PER LAND CORNER RECORDATION CERTIFICATE RECORDED AT LIBER 5 RC, PAGE 150, MARQUETTE COUNTY LAND CORNER RECORDS;

THENCE SOUTH 00°33'42" WEST PARALLEL TO THE EAST LINE OF THE SOUTHEAST 1/4 OF THE SOUTHEAST 1/4 (SE 1/4 OF SE 1/4) OF SAID SECTION 4 A DISTANCE OF 322.01 FEET (RECORDED AS 322 FEET) TO THE NORTHEAST CORNER OF LANDS DESCRIBED AT LIBER 427 OF DEEDS, PAGE 28, MARQUETTE COUNTY RECORDS;

THENCE SOUTH 89°53'45" WEST PARALLEL TO THE NORTH LINE OF THE SOUTHEAST 1/4 OF THE SOUTHEAST 1/4 (SE 1/4 OF SE 1/4) OF SAID SECTION 4 AND ALONG THE NORTH LINE OF SAID LANDS DESCRIBED AT LIBER 427 OF DEEDS, PAGE 28, MARQUETTE COUNTY RECORDS A DISTANCE OF 20.00 FEET TO THE NORTHWEST CORNER OF SAID LANDS DESCRIBED AT LIBER 427 OF DEEDS, PAGE 28, MARQUETTE COUNTY RECORDS. THIS BEING THE POINT OF BEGINNING OF THE BOUNDARY LINE HEREIN DESCRIBED;

THENCE SOUTH 38°12'17" WEST A DISTANCE OF 191 FEET, MORE OR LESS, TO A POINT ON THE NORTHERLY RIGHT-OF-WAY LINE OF

COUNTY ROAD 550. THIS BEING THE POINT OF ENDING OF THE BOUNDARY LINE HEREIN DESCRIBED.

5. **Transferees, Successors and Assigns.** Party A and Party B intend this agreement to bind and benefit the owners and occupiers of the parcels and their transferees, successors, and assigns. It shall be recorded at the Marquette County Register of Deeds.

6. **Future Conveyances.** The parties agree that in any future conveyances by either party, the conveyance shall make reference to and acknowledge that the conveyance is subject to this Boundary Line Agreement.

7. **Transfer Tax Exemptions.** This transfer is exempt from taxation pursuant to MCLA 207.505(a) and MCLA 207.526(a).

/s/ James DeCorte
James DeCorte
/s/ Emmanuela DeCorte
Emmanuela DeCorte

STATE OF MICHIGAN)
Marquette COUNTY)

Acknowledged before me in Marquette County, Michigan on June 12, 2009 by James DeCorte and Emmanuela DeCorte.

/s/ Susan D. Uecker
Susan D. Uecker
Notary-public, State of Michigan, County of Marquette
My commission expires: 7/06/2013
Acting in the County of Marquette

/s/ Gale A. Bott
Gale A. Bott

STATE OF MICHIGAN)
MARQUETTE COUNTY)

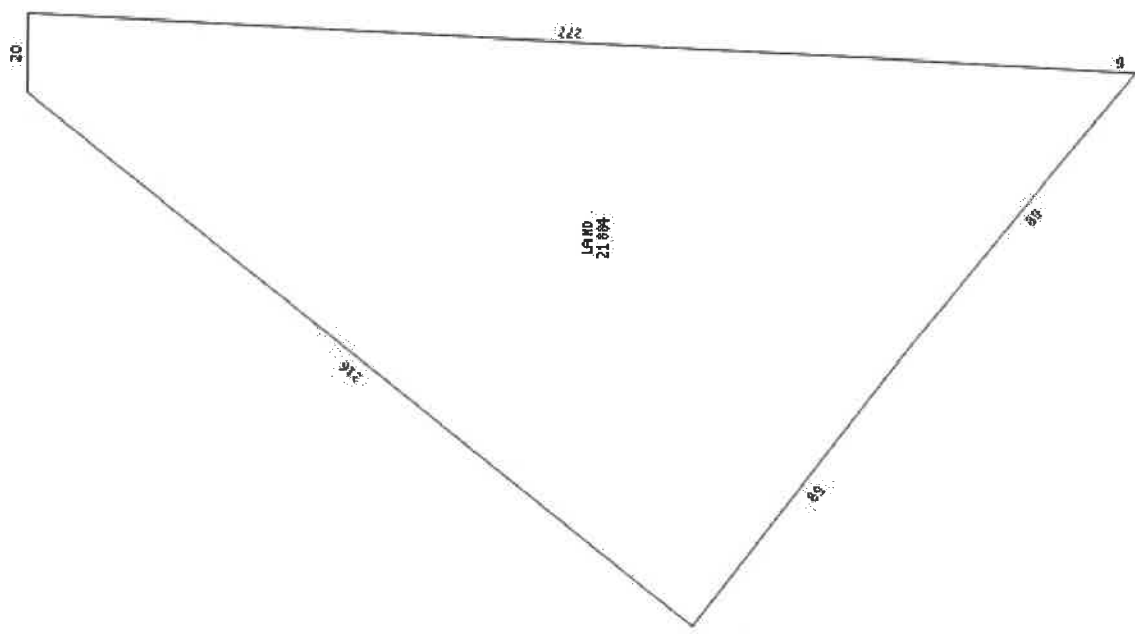
Acknowledged before me in Marquette County, Michigan on June 12, 2009 by Gale A. Bott.

/s/ Susan D. Uecker
Susan D. Uecker

Notary public, State of Michigan, County of Marquette
My commission expires: 7/06/2013
Acting in the County of Marquette

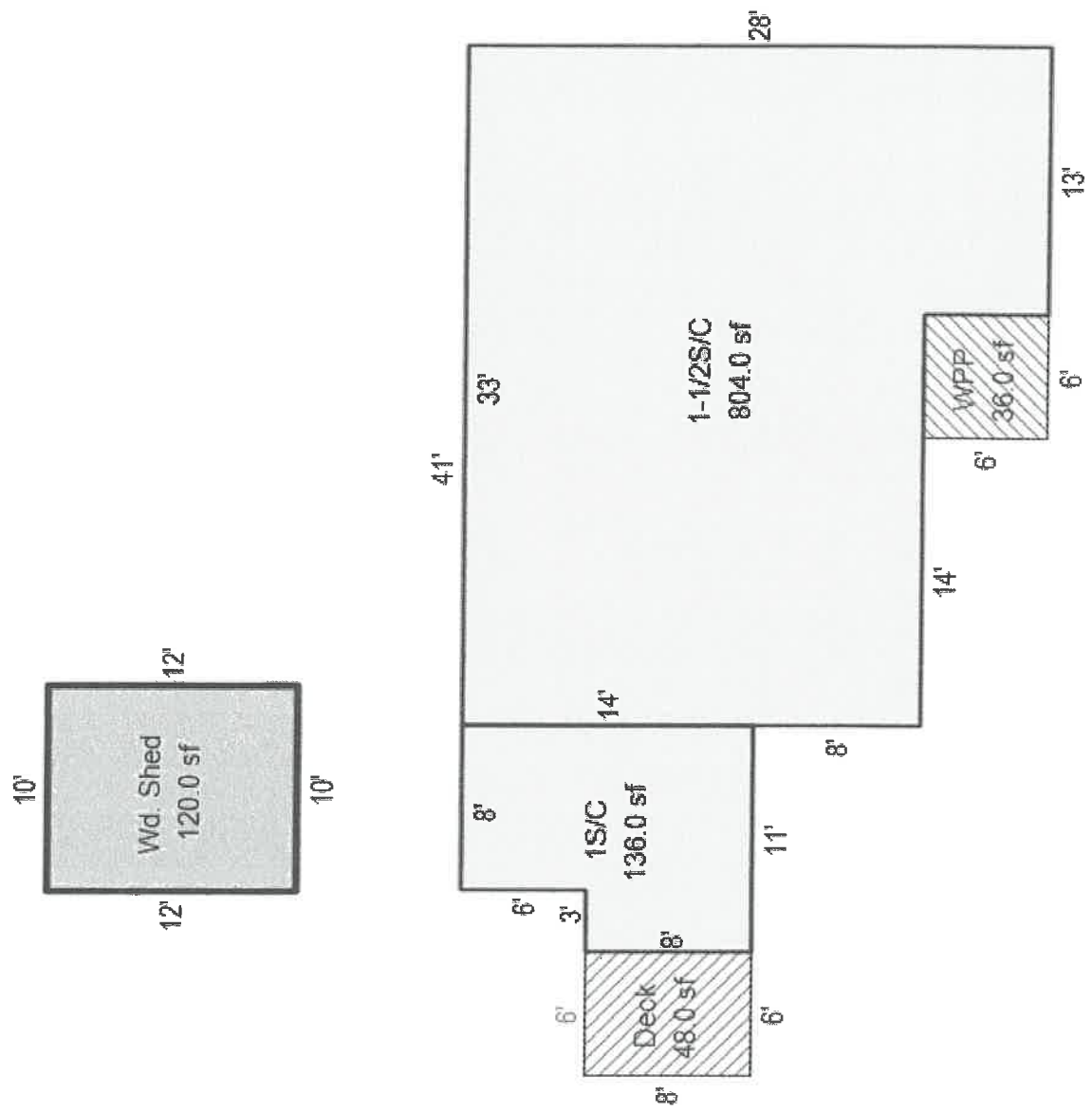
Drafted by and when recorded return to:
This Instrument Prepared by:
Thomas H. Clark (P27559)
MURPHY & CLARK
102 W. Washington, Ste. 112
Marquette, MI 49855
(906) 228-8316

Image/Sketch for Parcel: 52-08-004-044-00



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Image/Sketch for Parcel: 52-08-004-044-00



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STAFF REPORT

PLANNING COMMISSION – SEPTEMBER 8, 2021

Agenda Item # 6b: 2022 Capital Improvement Project (CIP) Requests – Discussion

Proposal: To review the initial requests by department heads for the 2022 CIP.

Staff Contact: Jason McCarthy – Planning & Zoning Administrator

Background

Per the Planning Commission's by-laws:

SECTION 2. (D) - Authority, Mission Statement, and Functions:

- A. *The following matters shall be presented for a recommendation to the Township Board at a meeting of the Commission:*
1. *Amendments and revisions to the Township Zoning Ordinance.*
 2. *Land subdivisions.*
 3. *Capital Improvement Program for the Township.*
 4. *Selection of consultants for Commission projects.*
 5. *Such other matters as the Township Board shall find advisable or essential to receive consideration by the Commission.*

Review Recommendation

Staff requests that the Planning Commission review the documents provided to you in order to provide comment and feedback for the September 22, 2021 Planning Commission meeting.