



City of Boyne City

Founded 1856

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AGENDA

BOYNE CITY PLANNING COMMISSION

Monday January 21, 2019 5:00 p.m.
Boyne City Hall



Scan QR code or go to
www.cityofboynecity.com
click on Boards & Commissions for complete
agenda packets & minutes for each board

1. Call to Order
2. Roll Call - Excused Absences
3. Consent Agenda
The purpose of the consent agenda is to expedite business by grouping non-controversial items together to be acted upon by one Commission motion without discussion. Any member of the Commission, staff, or the public may ask that any item(s) on the consent agenda be removed to be addressed immediately following action on the remaining consent agenda items. Such requests will be respected.

Approval of minutes from the December 17, 2018 Boyne City Planning Commission meeting.
4. Hearing Citizens Present (Non-Agenda Items)
5. Reports of Officers, Boards, Standing Committees
6. Unfinished Business
7. New Business
 - A. Review potential housing options for City owned property
 - B. Review RRC recertification report and update Redevelopment Ready Sites
8. Staff Report
9. Good of the Order
10. Adjournment – Next Meeting February 18, 2019

Individuals with disabilities requiring auxiliary aids or services in order to participate in municipal meetings may contact Boyne City Hall for assistance: Cindy Grice, City Clerk/Treasurer, 319 North Lake Street, Boyne City, MI 49712; phone (231) 582-0334

**Meeting of
December 17, 2018**

Record of the proceedings of the Boyne City Planning Commission meeting held at Boyne City Hall, 319 North Lake Street, on Monday December 17, 2018 at 5:00 pm.

Call to Order

Vice Chair Allen called the meeting to order at 5:03 p.m.

Roll Call

Present: Ken Allen, Jason Biskner, George Ellwanger, Jim Kozlowski, Tom Neidhamer, Aaron Place (arrived 5:06 pm) and Jeff Ross

Absent: Joe St. Dennis

Vacancy: One

Excused Absences

****Motion**

2018-12-17-02

Ellwanger moved, Ross seconded, PASSED UNANIMOUSLY, a motion to excuse the absence of St. Dennis.

Meeting Attendance

City Officials/Staff: Planning and Zoning Administrator Scott McPherson and Recording Secretary Pat Haver

Public Present: One

Consent Agenda

****Motion**

2018-12-17-03

Ross moved, Neidhamer seconded, PASSED UNANIMOUSLY, a motion to approve the consent agenda, the Planning Commission minutes from November 19, 2018 as presented.

**Citizen comments on
Non-Agenda Items**

Chair Place arrived at 5:06 pm and Vice Chair Allen turned the meeting over to him

**Reports of Officers,
Boards and Standing
Committees**

None

Unfinished Business

New Business

**Public Hearing
proposed Ordinance
Amendment to Article
XX Schedule of
Regulations**

Planning Director McPherson gave a brief review of the proposed amendment changes. At previous commission meetings, discussion has revolved around the limitation on the number of stories allowed in regards to the maximum building height. The current ordinance limits building height by a maximum number of stories or maximum number of feet. Per ordinance requirement when there are multiple regulations that can be applied the most restrictive controls. While the current height limitation would have limited impact on the building's mass and visual appearance, it does significantly impact the functionality and efficiency of the structure. The change would be consistent with the master plan and the adopted goals of the City by more efficiently using available land. Eliminating the maximum stories limitation will provide the ability to create more usable space per building, which can be used for additional housing, and will more efficiently use existing infrastructure. Therefore it is being proposed that the story limitation be eliminated.

Chair Place opened the public hearing at 5:08 pm

Larry Chute: 414 High St. – Asked general questions about building standards and requirements.

Neidhamer – This is being done to clarify the ordinance therefore allowing much needed additional housing in the area.

By allowing a developer to concentrate on a building height in feet, rather than limit them to various ordinance standards in feet and in stories, it will increase the efficiency for the structure, and potentially increase the number of available housing units. An example would be in the Central Business District the maximum height of the structure is 45 feet or 3.5 stories which can be a limiting factor for the types of buildings that can be constructed. With the proposed amendment it would allow them to build a structure that is 45 feet in height, which would allow 4 stories.

With no additional public comments, the public hearing was closed at 5:19 pm and continued with Board Discussion

****Motion**

The board was in favor of the proposed amendment. Based on their discussion, **motion by Allen, seconded by Ellwanger** to recommend adoption by the City Commission, the proposed amendment changes to Article 20, section 20.10 and 20.20 by eliminating the “In Stories” requirement under Maximum Height of Structure utilizing the amendment criteria in section 2.50(B) specifically 1, 2, and 3.

2018-12-17-7A

Roll Call:

Ayes: Allen, Biskner, Ellwanger, Kozlowski, Neidhamer, Place and Ross

Nays: None

Absent: St. Dennis

Vacancy: One

Motion Carries

Adoption of the 2019 Meeting Calendar

Included in the agenda packet is the 2019 meeting calendar for your review and consideration. **Motion by Kozlowski, seconded by Ross PASSED UNANIMOUSLY** to adopt the 2019 calendar as presented, meetings to be held on the third Monday of each month at 5:00 pm.

Staff Report

- Boyne City Housing Solutions committee continues to meet, believe their next meeting will be January 7th
- Boyne City High School Building Trades is considering a new project model; building 2 smaller houses instead of 1 large one each year. BCPS is looking at available lots to purchase in order to build houses on that the city currently owns
- Kelsie King-Duff, Main Street manager, has conducted an informal survey with the downtown business owners and in total, the owners have approximately 50 full time jobs and around 80 part time/seasonal jobs that could be filled if there were available housing
- Ted Macksey was hoping to be at the meeting tonight to update the board on his project’s progress
- Tim Faas has been hired as the new DPW Director and his first day will be January 2nd
- We have recently received the renewal paperwork for our RRC status, which is a 3 year term. The process is not cumbersome to recertify, however, necessary paperwork has to be filled out and returned. It has been a great program for us with assistance offered.

- The City Commission held the first reading of the Recreational Marijuana Ordinance, and has decided to Opt Out at this time with the rationale that the state is still working on the rules for licensing and no one is quite sure what will happen. Several other surrounding communities have also opted out until they are sure what the state requirements will be.

Good of the Order

- James Kozlowski will be absent from the January, February and March meetings
- Merry Christmas and Happy New Year

The next regular meeting of the Boyne City Planning Commission is scheduled for Monday, January 21, 2019 at 5:00 p.m.

Adjournment
****Motion**

2018-12-17-10

Kozlowski moved, Neidhamer seconded, PASSED UNANIMOUSLY a motion to adjourn the December 17, 2018 meeting at 5:34 p.m.

Chair Aaron Place

Recording Secretary Pat Haver

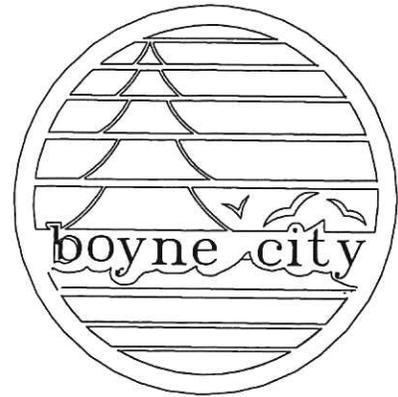
CITY OF BOYNE CITY

To: Chair Aaron Place, and fellow Planning Commissioners

From: Scott McPherson Planning Director

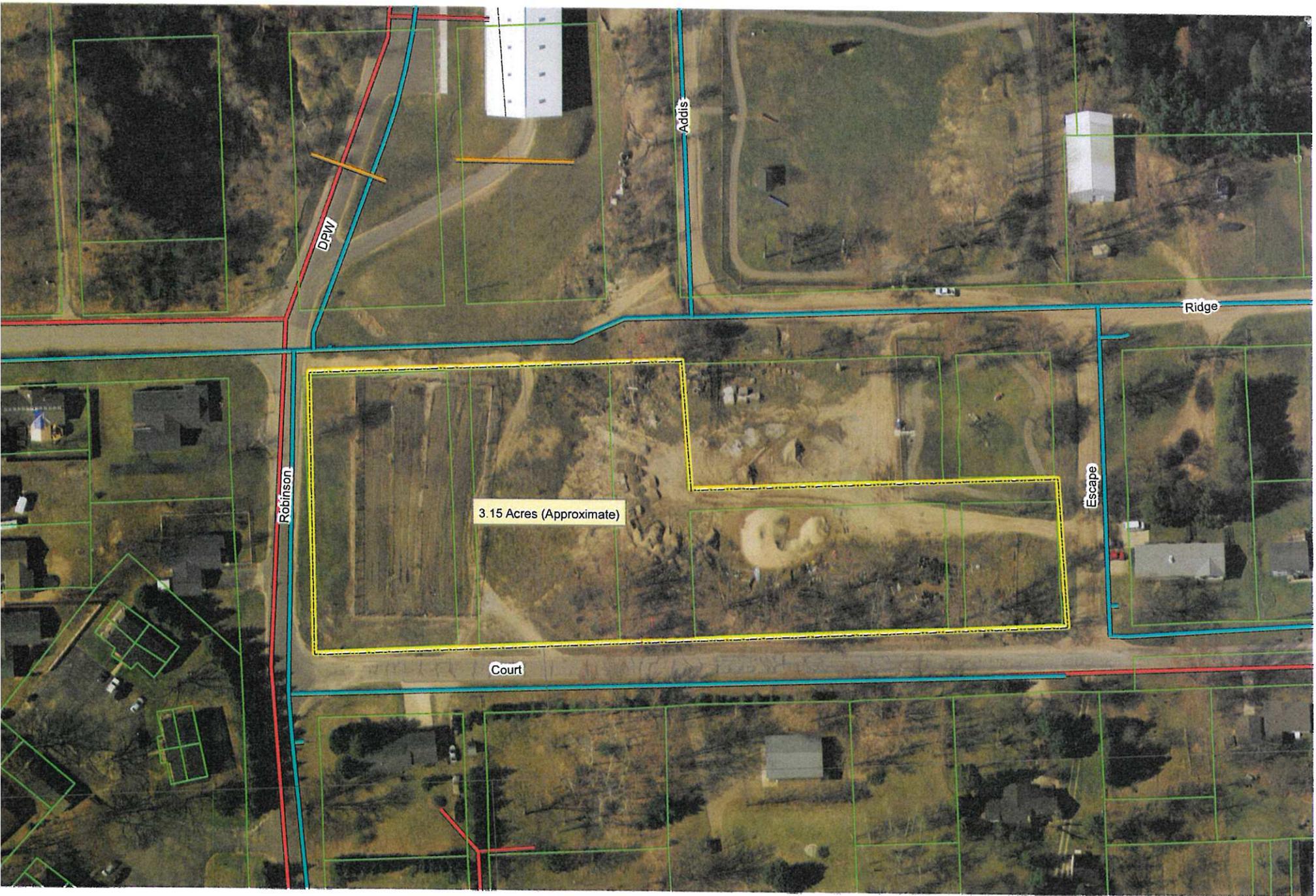
Date: January 21, 2019

Subject: City Owned Property Housing Options



Background

Over the course of reviewing options to address the housing shortage in Boyne City, one of the opportunities that has been identified is the potential development of City owned properties for residential uses. One specific area that has been identified as having good potential is some of the city owned property is the North Boyne area. On the north side of Court Street between Robinson and Escape streets there is approximately 3.15 acres of land suitable for development that has frontage on existing paved streets and is in close proximity to water and sewer infrastructure. Currently this is the location of the community garden and city storage area. The City manager is anticipating presenting the potential development of this property to the City Commission. Prior to that presentation and determination, review by the Planning Commission on the proposed use is desired. The City Manager will be in attendance at the meeting to discuss the issue and receive feedback



Robinson

DPW

Addis

Ridge

3.15 Acres (Approximate)

Escape

Court

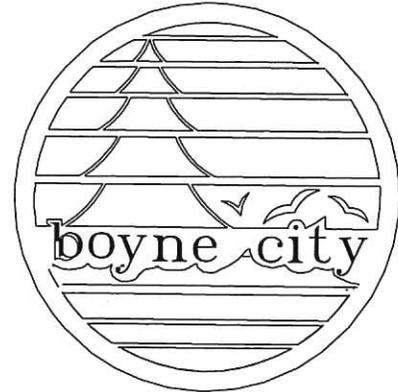
CITY OF BOYNE CITY

To: Chair Aaron Place, and fellow Planning Commissioners

From: Scott McPherson Planning Director

Date: January 21, 2019

Subject: RRC Recertification



Background

The City of Boyne City enrolled in the the Redevelopment Ready Communities (RRC) program in 2013 as one of the first 8 cities selected for the program as became the 6th city certified in 2015. The RRC is a program administered by the MEDC and supports Michigan communities to become development ready and competitive in today's economy by promoting the use of effective redevelopment strategies. RRC envisions communities that creatively reuse space, embrace economic innovation and best practices, and proactively plan their future, making them more attractive to redevelopment investments that create thriving places where people want to live, work and play. The program measures and certifies communities that integrate transparency, predictability and efficiency into their daily development practices. It taps the vision of local residents and business owners to help shape a community-supported plan for growth.

In addition to the benefits of following the RRC best practices as outlined by the MEDC, being RRC certified gives the City an added credential when applying for grants and as a RRC certified community the City is eligible for technical assistance. This assistance has come in the form of marketing the City's RRC redevelopment sites, no cost training opportunities for city staff and appointed officials, and planning assistance and studies which included the M-75 corridor plan, the downtown parking plan, the Boyne on the Water Plan and soil borings for the Fotchman site.

The RRC program appears have strong support from the State and is anticipated continue on for the foreseeable future. Currently there are approximately 100 communities involved in the program and more are expected to engage in the program in the future. Given the many benefits the City has already received it would be highly beneficial to complete the recertification process and remain in the program,

Process

In December 2018 the City received the RRC Recertification Report. While the report found the City to be in substantial compliance with the current RRC best practices, the report did identify several items that need to be addressed to maintain certification. The initial step in the recertification process is the completion of an action plan which states how each of the items listed in the report will addressed, who the responsible party, and an estimated time for completion. Last week the action plan was submitted to the RRC planner. In that action plan the Planning Commission is identified as the responsible party for the updating of the RRC priority sites. To begin this process the priority sites listed for the initial certification are being provided. The Planning Commission should review and update the list removing site that have been redeveloped and identifying new sites that should be added.



RRC Recertification: Boyne City

The City of Boyne City was the fourth community to be certified under the statewide Redevelopment Ready Communities® (RRC) program in December 2015. Boyne City was also the first community in region 2 to become certified.

The city received their initial baseline report in March 2014. That report showed the city meeting 31 of the 44 criteria for certification. In just over eighteen months, the city made progress in addressing the unmet criteria to bring plans, codes and processes in line with RRC best practices. As part of those efforts, the city adopted a six-year capital improvements plan, updated the master plan to include strategies for redevelopment and economic development, developed internal staff review procedures and created property information packages for the prime redevelopment opportunities in the city.

In the three years since certification, Boyne City has seen a number of changes and development progress. Boyne City has benefited from both RRC and Michigan Main Street in helping develop a community-supported vision and development projects. Most recently, Boyne City was recognized as a finalist for the Great American Main Street Award and for the city's 15th year of participation in the Main Street program. At this three-year mark, it is important to take a moment to appreciate the success the city has achieved and also check in to ensure the city continues to be proactive and action-oriented toward achieving community goals. RRC criteria throughout the years have been improved to provide communities the tools to be more efficient, transparent and predictable.

This review finds the city in substantial compliance with the current RRC best practices. Upon the successful completion of a brief action plan to address the items noted in table 1 (page 4), the city will become recertified as a Redevelopment Ready Community.

The Recertification Process

Recognizing the significant work already undertaken to become certified, the RRC recertification process ensures the city remains in substantial compliance with the best practices while not conducting a full formal RRC evaluation:

- **Review:** Using the city's biannual reports and regular communication, the RRC planner evaluates the city's plans, processes and procedures against current RRC Best Practices.
- **Community Visit:** The RRC team visits the community to see progress firsthand.
- **Memo:** RRC planner creates a memo outlining activity in the city and identifying areas where updates are needed. This memo will confirm whether the city remains in substantial compliance with the RRC best practices.
- **Action Plan:** City provides an Action Plan for meeting any unmet best practice criteria and converses with RRC to reach agreement on plan.
- **Recertification:** City is recertified. City provides biannual reports and regular communication regarding implementation of the Action Plan.



Three Years of Progress

RRC:

Boyne City was the first community in Region 2 to be certified and a strong commitment to RRC and MMS has been demonstrated throughout the years. For the past three years staff has been completing biannual progress reports to update the RRC team. Since certification, staff has been consistently tracking training and even brought in a trainer from the Historic Preservation Network to provide a half day of training for board members and the public. RRC supported technical assistance toward Boyne City conditional rezoning training. The training session provided to audience of about 80 people regarding conditional rezoning - what they are and how to review them. The consultant provided a 1/2-hour presentation followed by about 2 hours of questions and discussion. Staff attend the annual Michigan Association of Planning conference and local forums put on by Charlevoix County Planners and Networks Northwest. Every two years the city facilitates a goal setting event. Back in June 2016, the objective of the session was to identify major issue areas and assign responsible parties to work on objectives and strategies. More recently in June 2018 the City facilitated a goal setting event and an online survey, with over 500 people participating in setting wide goals which are adopted by the city commission.



A key piece to RRC is assisting communities to develop a streamlined process in an effort to help turnover priority redevelopment sites. Several redevelopment sites have seen turnover such as:

- 116 S Lake Street: Sat vacant for 10 years
 - 116 S Lake Street was purchased by Glen Catt last year. The property included a bar & restaurant called the Sportsman and a restaurant called Lena's. Lena's was demolished this spring and the Sportsman is currently being renovated for commercial space.
- 437 Boyne Street: Sat vacant for 5 years
 - 437 Boyne Ave was purchased last year and is currently being renovated for use by a property maintenance company and 3 office spaces that will be available for rent.
- 220 S Lake Street: Sat vacant for 8 months
 - 220 South Lake Street was purchased by Charlevoix Brewing Company and is currently is operating as the Boyne City Tap Room restaurant.



Boyne City does an outstanding job reviewing planning documents on an annual basis. Those items include the capital improvements plan, annual planning commission report, and zoning ordinance, amending when needed. RRC has provided technical assistance funding to Boyne City in support of the development of a joint corridor plan for M-75. The plan was created in partnership with Wilson Township, Boyne City, Boyne Valley Township and MDOT. The corridor plan stretches out for about a mile, extending through neighboring municipalities, and accomplishes a goal set by the Land Information Access Association (LIAA) to create a unified corridor across jurisdictional boundaries. The plan includes an evaluation and recommendations for zoning and access management to implement enhanced site and building design, signage, parking, access, non-motorized, streetscape, and low-impact design strategies to improve the gateways to Boyne City.

Development Efforts:

In December 2015, MEDC supported the Dilworth Hotel Historic Preservation project in Boyne, which brought a total of \$9,830,251.00 in private investment to the area. The location of the project is within a high impact area of the community as both structures are located in highly visible corridors within the downtown. One of the goals identified in the Master Plan is enhancing the downtown's physical environment and capitalizing on its best assets to help create an inviting atmosphere. This building sat vacant for years and ultimately with full public support, the building was refurbished as a hotel and restaurant and brought in multiple job opportunities to the area.

Boyne City understands that in order to make a community more attractive, there needs to be physical improvements that can be implemented to help create a unique and special place. This concept is known as placemaking. Placemaking capitalizes on existing resources and transforms public spaces into areas that promote vitality and community importance. Through MEDC, Boyne City was able to obtain match support to help improve on those spaces through the Public Spaces Community Places (PSCP) tool. PSCP is a collaborative effort of the MEDC, the Michigan Municipal League, and Patronicity where local residents can use crowdfunding to be part of the development of strategic projects in their communities and be backed with a matching grant from MEDC. Successful projects in Boyne City include:



- In April 2016, through the Public Spaces, Community Places crowdfunding initiative, Boyne City was able to obtain match funding toward the "The Last River Draw" project. This community supported project created a life size bronze sculpture of a logger near the mouth of the Boyne River drawing logs, depicting the prominent logging industry in Boyne City. 'The Last River Draw'



is a representation and reminder of Boyne City's lumbering heritage, as well as an engaging way to bring art to public spaces.

- In August 2016, through the Public Spaces, Community Places crowdfunding initiative Boyne City obtained match funding toward the Avalanche Destination Trails project. This project added almost 10 miles of new, sustainably designed trails for the region. This project served as an expansion of the existing physical connection between downtown Boyne City and the neighboring communities and regional assets of Boyne Falls as well as Boyne Mountain.

Michigan Main Street:

Michigan Main Street (MMS) assists communities interested in revitalizing and preserving their traditional commercial district. The Boyne City Main Street program is celebrating 15 years as an active part of Michigan Main Street at MEDC. Since 2003, the program has become the motivation for a newly energized community. It has completed 37 façade rehabilitations for a total investment of over \$27,930,576, logged more than 49,175 volunteer hours and brought in 85 net new businesses to the downtown. This year, Boyne City Main Street was named as a Great American Main Street Semi-Finalist by the National Main Street Center.

The Boyne City Main Street program has been a catalyst for economic development in Downtown Boyne City. Team Boyne, the program's Economic Vitality committee, supports a diverse mix of year-round small businesses and has championed data-based recruitment and retention efforts. In addition, through the support of the Main Street Program several key developments have occurred in the Downtown District including the One Water Street Development and Lake Street Development, which house businesses that add to the vibrancy of Downtown Boyne.

Major Highlights:

- Nominated as a 2019 Great American Main Street Award Semifinalist– One out of 10 in the Country
- Recently celebrated being a Main Street community for 15 years.

2017-18 Initial Reinvestment Statistics (missing September 2018)

Total Private Investment: \$198,660.50

Total Volunteer Hours: 4,167

New Businesses: 6

Façade Improvements: 6

Total Main Street Reinvestment Since RRC Certification 2015 – 2018

Total Private Investment: \$10,106,140

Total Volunteer Hours: 14,118

New Businesses: 27



Façade Improvements: 18

Redevelopment Ready Sites (RRSites):

New this year, RRC has established a Redevelopment Services Team (RSTeam). Upon RRC certification, communities are connected with the expertise of the RSTeam focused on proactive site redevelopment on priority Redevelopment Ready Sites (RRsites). The team is built upon three foundational focus areas:

1. High-quality and in-depth technical assistance
2. RRSites marketing and promotion
3. Developer relationship building and matchmaking

Teaming up with the Michigan Municipal League, Boyne City representatives and RRC staff met to discuss potential predevelopment opportunities. The outcome of the meetings resulted in RRC supporting predevelopment services toward evaluation of parking lots to assess the current and future parking conditions of downtown Boyne City. The parking demand will allow for city staff to understand the impacts of potential development and allocate parking and durations to meet the needs in the downtown. Parking consultants Rich and Associates provided a final report and presented to the city commission and staff in October 2018. The report includes both qualitative and quantitative data that will be used as a tool in evaluation of strategic infill development opportunities.

Status of RRC Best Practices

Just like Michigan communities, the RRC Best Practices evolve over time. There have been some adjustments based on feedback and emerging trends. Although Boyne City has exemplified what it means to be Redevelopment Ready, this recertification review identified several areas where the city will need to take steps to better align with the 2018 RRC Best Practices.

The best practice criteria – and recommended actions are included below and in more detail in Table 1.

Over the next year, Boyne City should incorporate the following:

BP1 Master Plan

- Not needed for re-certification; The master plan was last update in 2015, in the two years, Boyne City should start reviewing the process for updating the master plan or reaffirming the existing plan set in place.

BP 1.2 Public Participation Plan:

- The public participation plan will need to be reviewed in order to ensure all outreach methods are up-to-date and all stakeholders are included.



BP3 Development Review:

- Offer a conceptual site plan review meeting for applicants and advertise online.
- A flowchart should be developed that shows the development process and includes timelines. This is a good opportunity to provide a visual representation of the development process and give process information upfront, without having to dig through a zoning ordinance.
- Develop a process to track projects during the development process.
- Demonstrate how customer feedback is obtained, measured and changes are implemented.
- A physical guide to development or an inter-connected online guide should be developed, including necessary documents needed to understand the development process.

BP4 Recruitment and Education:

- Include responsibilities of each development related board, similar to how City Council is set up.

BP5 Redevelopment Ready Sites:

- Develop a complete property information package. The package should include more robust information, consistent branding, pictures, basic site information and a desired vision.
- The property information package should be cohesive with the marketing strategy.
- Currently the site list is housed within the master plan. This is a good opportunity to remove that list and house it in a location in which it could be constantly updated and monitored.

BP6 Marketing and Economic Development:

- Boyne City will need to update the marketing strategy to include more information on:
 - Community image and branding – Ensure there is consistency throughout documents published by staff.
 - Identify approaches to marketing priority development sites.
 - Work with Main Street to include on a marketing strategy community wide and specific toward the downtown area.

Graphic 1: Status of RRC best practices in Boyne City

- 1 - Plans & Participation**
- 2 - Zoning Ordinance**
- 3 - Development Process**





redevelopment ready
communities®

- 4 - Recruitment & Training
- 5 - Redevelopment Ready Sites
- 6- Community Prosperity

Table 1: Actions for recertification

Criteria	Description	Proposed Action to Take
1.2	The community has a documented public participation strategy for engaging a diverse set of community holders.	Review public participation plan to ensure it is up to date with engagement methods
3.1.3	The community defines and offers conceptual site plan review meetings for applications.	Offer a conceptual site plan review meeting for applicants and advertise online.
3.1.6	The community promptly acts on development requests.	Develop a flowchart of the development process which includes timelines
3.1.7	The community has a method to track developments.	Implement a formalized method to track projects from site plan submittal to certificate of occupancy.
3.1.8	The community annually reviews success and challenges with the development review process.	Demonstrate how customer feedback is obtained, measured and changes are implemented
3.2.1	The community maintains a guide to development that explains policies, procedures, and steps to obtain approvals.	Review online section where permits and applications can be found. Include additional items such as site plan flow chart, conceptual meeting procedures, links to specific zoning language, financial assistance tools and more.
4.1.1	The community sets expectations for board and commission positions.	Include responsibilities of each development related board, similar to how City Council is set up.
5.1.5	The community assembles a property information package for at least one site	Develop a more robust property information package. See text for more details.
6.2.1	The community has developed a marketing strategy	Develop a more robust marketing strategy. See text above for more details.



Next Steps

In order to complete the recertification process, the city should review these proposed actions and craft a simple action plan indicating responsible parties and estimated time frames for completion. The city may also propose other actions which still meet the intent of the best practice criteria. As an RRC-certified community, the city has access to a range of RRC technical assistance tools. These tools—which include a network of RRC community contacts, best practice examples, guidance documents, an online library of examples, and technical assistance funds—can help Boyne City adapt to the updated RRC Best Practice standards and remain in compliance with all the other best practice standards.

Upon the city's agreement with the above actions and the creation of an action plan, Boyne City will become recertified as a Redevelopment Ready Community and the actions will become part of the community's progress reports going forward.

The city also has the opportunity to participate in a pilot program with the Michigan Department of Treasury, focused on fiscally sustainable communities. Treasury has developed best practices assessing a community's financial structure by evaluating policies and procedures in place that help reduce the risk of inefficiencies and fraud. Should the city choose to participate, hands on training and assistance will be provided by Treasury staff and partners.

Conclusion

It is abundantly clear that the City of Boyne City continues to administer the RRC Best Practices in many ways. As such, we will be pleased to recertify Boyne City as a Redevelopment Ready Community for another three years and we look forward to continuing our strong working relationship. We are positive Boyne City will continue to see exciting redevelopment opportunities in the years to come and we look forward to formally recertifying the city in the near future.

City of Boyne City RRC Recertification Action Plan

Criteria	Description	Proposed Action	Responsible Party	Status
1.2	The community has a documented public Participation strategy for engaging a diverse set of community holders.	Review public participation plan to ensure it is up to date with engagement methods	Planning Dept Staff	IN PROCESS Planning Staff is reviewing public participation plan and will update accordingly. Anticipated time to completion 2 months.
3.1.3	The community defines and offers conceptual site plan review meetings for applications.	Offer a conceptual site plan review meeting for applicants and advertise online.	Planning Dept Staff	COMPLETE Preliminary Development Review offered, permitted by BCZO sec 19.35. Described in Guide to Development and posted on web page; http://www.cityofboynecity.com/redvelopment-ready-community-274/
3.1.6	The community promptly acts on development requests.	Develop a flowchart of the development process which includes timelines	Planning Dept Staff	COMPLETE Flow chart and development process with time lines included in Guide to Development. http://www.cityofboynecity.com/redvelopment-ready-community-274/
3.1.7	The community has a method to track developments.	Implement a formalized method to track projects from site plan submittal to certificate of occupancy.	Planning Dept Staff	COMPLETE Project tracking data base created. See attached project tracking data input form.
3.1.8	The community annually reviews success and challenges with the development review process.	Demonstrate how customer feedback is obtained, measured and changes are implemented	City Admin	IN PROCESS Will review development process with staff and appropriate boards and commissions. Identify opportunities for customer input an implement appropriate changes. Anticipated time to completion 6 months

3.2.1	The community maintains a guide to development that explains policies, procedures, and steps to obtain approvals.	Review online section where permits and applications can be found. Include additional items such as site plan flow chart, conceptual meeting procedures, links to specific zoning language, financial assistance tools and more.	Planning Dept Staff	COMPLETE Guide to Development completed and put on website. http://www.cityofboyncity.com/redevelopment-ready-community-274/
4.1.1	The community sets expectations for board and commission positions.	Include responsibilities of each development related board, similar to how City Council is set up.	Planning Dept Staff	COMPLETE Board Description and Responsibilities information sheet developed. See attached.
5.1.5	The community assembles a property information package for at least one site	Develop a more robust property information package. See text for more details.	Planning Commission	IN PROCESS Planning Commission will review, evaluate and prioritize redevelopment sites, City staff will develop information packages for top 3 sites. Anticipated time to completion 6 months.
6.2.1	The community has a Developed a marketing Strategy.	Develop a more robust marketing strategy. See text above for more details.	Main Street	IN PROCESS Main Street will review existing marketing activities and develop marketing strategy. Anticipated time to completion 6 months

process six potential redevelopment sites have been identified. While some of the sites are currently listed for sale others are not and the property may not be immediately available. In all cases inquiries regarding the status of the property should be made to the property owners.



Site 4

Victorian previously used for professional office. Property is suitable for commercial/professional office, personal residence or bed and breakfast. Property has 120' of frontage on Boyne River.

Address: 311 E Water St.
Status: For Sale MLS # 440675
Zoning: Central Business District
Building Size: 2,700 Sqft
Parcel Size: 75' x 220'
City Water: Yes
City Sewer: Yes



Site 5

The building has approximately 1,641 Sqft for showroom and 2,443 sq ft of warehouse space, total of 4,084 square feet for gross building area.

Address: 437 Boyne Ave
Status: For Sale MLS # 440741
Zoning: Central Business District
Building Size: 4,100 Sqft
Parcel Size: 75' x 220'
City Water: Yes
City Sewer: Yes



Site 6

This currently vacant building is located close to down town with views of Lake Charlevoix. Property has 111' of frontage on Lake Street with ingress and egress from Lake and Park streets. Veterans Park is directly across the street.

Address: 100 N. Lake St
Status: For Sale MLS # 438832
Zoning: Central Business District
Building Size: 5,000 Sqft
Parcel Size: 111' x 115'
City Water: Yes
City Sewer: Yes



Site 1

Currently paved and being used as a City Parking lot, the property has frontage on Park and River Streets and is zoned and suitable for a mixed use commercial-residential project. Across the street from the historic Old City Park, the lot has approximately 135' of frontage on the Boyne River.

Address: 17 N Park St.
Status: Available - City Owned
Zoning: Central Business District
Building Size: Vacant
Parcel Size: 132' x 182'
City Water: Yes
City Sewer: Yes



Site 2

Located close to downtown the property was used previously for office space. The property is adjacent to Peninsula Beach Park and has water views of Lake Charlevoix. The property has room to expand the existing 1,500 Sqft building we could be used as a office, retail or multi story mixed use.

Address: 302 Front St.
Status: Not Listed
Zoning: Central Business District
Building Size: 1,500 Sqft
Parcel Size: 12,500 Sqft
City Water: Yes
City Sewer: Yes



Site 3

This property is a 9,485 Sqft Bellamy Opera House which is The Boyne Theater. The property is adjacent to and currently owned by the Northern Table restaurant.

Address: 220 S Lake St.
Status: Not listed
Zoning: Central Business District
Building Size: 17,500 Sqft
Parcel Size: 120' x 175'
City Water: Yes
City Sewer: Yes

