



**City of Boyne City**  
Founded 1856

319 N. Lake Street

Boyne City, Michigan 49712  
[www.boynecity.com](http://www.boynecity.com)

Phone 231-582-6597  
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**AGENDA**  
**BOYNE CITY PLANNING COMMISSION**  
**Monday, January 19, 2015, 5:00 p.m.**  
Boyne City Hall



Scan QR code or go to  
[www.cityofboynecity.com](http://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 December 15, 2014 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. Project update from Glenn Catt for 202 and 210 Lake Street.
  - B. Pre-application meeting for rezoning request for 402 State Street
  - C. Review proposed DPW facility at North Boyne.
  - D. Review front yard setback requirements for Planned Industrial District.
  - E. Review draft of 2015 Recreation Plan.
8. Staff Report
9. Good of the Order
10. Adjournment – Next Meeting February 16, 2015

*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*

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**Hometown Feel, Small Town Appeal**

**Meeting of  
December 15, 2014**

Record of the proceedings of the Boyne City Planning Commission meeting held at Boyne City Hall, 319 North Lake Street, on Monday, December 15, 2014 at 5:00 pm.

**Call to Order**

Chair MacKenzie called the meeting to order at 5:01 p.m.

**Roll Call**

Present: Jason Biskner, George Ellwanger, Chris Frasz, Jim Kozlowski, Jane MacKenzie, Tom Neidhamer, Aaron Place and Joe St. Dennis  
Absent: Lori Meeder

**Excused Absence(s)  
\*\*MOTION**

**2014-12-15-02**  
**St. Dennis moved, Ellwanger seconded, PASSED UNANIMOUSLY**, a motion to excuse the absence of Lori Meeder

**Meeting Attendance**

City Officials/Staff: Planning Director Scott McPherson, City Manager Michael Cain and Recording Secretary Pat Haver  
Public Present: Three, including consultant Mary Campbell from MC Planning & Design

**Consent Agenda  
\*\*MOTION**

**2014-12-15-03**  
**Neidhamer moved, Ellwanger seconded, PASSED UNANIMOUSLY**, a motion to approve the consent agenda; approval of the Planning Commission minutes from October 20, 2014 as presented.

**Citizen comments on  
Non-Agenda Items**

None

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

None

**Unfinished Business**

None

**New Business**

**Proposed Temprel  
building addition pre-  
application meeting**

Planning Director McPherson reviewed his report included in the agenda packet. Temprel Temperature Sensors is located in the Planned Industrial District and they are proposing to renovate and expand their existing building. The proposed expansion would consist of a 60' x 64' plant addition on the back of the building, essentially squaring up the facility, and a 42' x 20' office addition on the front of the building which would encroach into the required 50' front yard setback for this district by approximately 15'; this setback is much larger than any of the other districts.

**Steve Habitz, Plant Manager for Temprel** – Gave a brief history of the business and stated that they underwent an ownership change in 2012. The building is currently under lease; however, they are exploring the possibility of purchasing the building in order to make the necessary improvements and expansion. Since the acquisition, the company has grown employing 14 manufacturing employees, with 5 additional staff recently hired. If their growth continues, as they hope, in early 2015 they look to hire 5 additional full time employees. The expansion is needed due to the cramped spaces that are shared with their braising and welding departments, along with the front office sharing the break room. The company's intention is to stay where they currently are and the expansion will help with that. The space proposed to the front of the building into the setback will be used for the administrative offices and a conference room. Curb appeal is important and will work on keeping it green space with landscaping in front and parking in the rear

and on the side of the building.

Board discussion on the ability to alter the setback for this district, as it is larger than any other within the city. One is to make a zoning amendment change, to bring this setback in line with some of the other districts. The Regional Commercial/Industrial District is 20 feet, General Commercial District 10 feet, Central Business District there is none, and in the Planned Industrial District 50 feet. Or an individual request can be taken to the ZBA for a variance. There is a process for a recommendation from the PC to be made to the ZBA; however, there is no guarantee what they may do. Due to the recent change from an Industrial Park to a Business Park, the board felt that looking into decreasing the front yard setback was a good idea and directed staff to proceed, and encouraged Temprel to proceed with their plans and submit an application for review.

**Review proposed Drive Thru uses in Central Business District amendment language**

Planning Director McPherson reviewed his memo in the agenda packet. After the public hearing held in October and direction from the board, staff looked at the language amendment for the proposed Drive Thru uses in the Central Business District. It is being brought back to the board for further review and comment, as there was a slight change in the language that was previously discussed by the board. While the proposed complex will be a multi story structure, the old bus garage must remain single story in order to qualify for historic renovation tax credits. The proposed change to the zoning ordinance would add 10.30(M) that contains standards for a drive through financial institution in the CBD district. The effect of the amendment would allow the planning commission to approve a drive thru facility for financial institutions if the application meets the criteria stipulated for the use as per section 10.30(M)(1) and the requirements of 2.7 Conditional Uses are met. The proposed amendment would read as follows:

*M. Banks, savings and loans and credit unions with drive-thru lane meeting the following criteria*

- 1. Drive-Thru terminal, ingress, egress and queuing areas must be completely enclosed within the first story of a multi story structure.*

**\*\*MOTION**

After board review and discussion, it was felt that the change proposed did not change the intent from the public hearing. **Motion by Biskner, seconded by Place, PASSED UNANIMOUSLY**, to move forward with the amendment language as written.

**Review public input and draft goals from MC Planning & Design**

In the agenda packet was a condensed version of the results from the public forum and input session. The objective was to streamline all of the information into a more manageable document that people will actually want to read. Mary Campbell from MC Planning & Design facilitated this portion of the meeting. She reviewed her draft summary with the board asking for comments. The board felt the document was a great start and offered suggestions and additions:

- Establish an objective for Water & Recreational opportunities; walkable and biking community
- Under the housing objective, add support public transportation and making good choices with environmental sustainability
- Under works cooperatively with neighbor communities add strengthen connections with nearby Resort Industries
- Seek out and obtain the youth and senior citizen perspective

These suggestions along with other comments will be incorporated into this chapter and the next phase will be to look at the Future Land Use Plan in February.

**Adopt the 2015 Calendar**

**\*\*MOTION**

Included in the agenda packet is the 2015 meeting calendar, for your review and consideration. **Motion by St. Dennis, seconded by Frasz, PASSED UNANIMOUSLY**, to adopt the 2015 calendar as presented.

**Staff Report**

McPherson reported that we were successful in obtaining the Safe Routes To School grant that the City applied for; however, it was not in total. There were a couple of items that were not approved; the Lewis St. sidewalks, they are still reviewing the rapid flashing beacons and looking at the curb ramps. Hope to have the sidewalks started and completed in 2016.

**Good of the Order**

The board inquired about the activity in the Dilworth and the Old Pippins' building, nothing known at this time.

**Adjournment**

**\*\*MOTION**

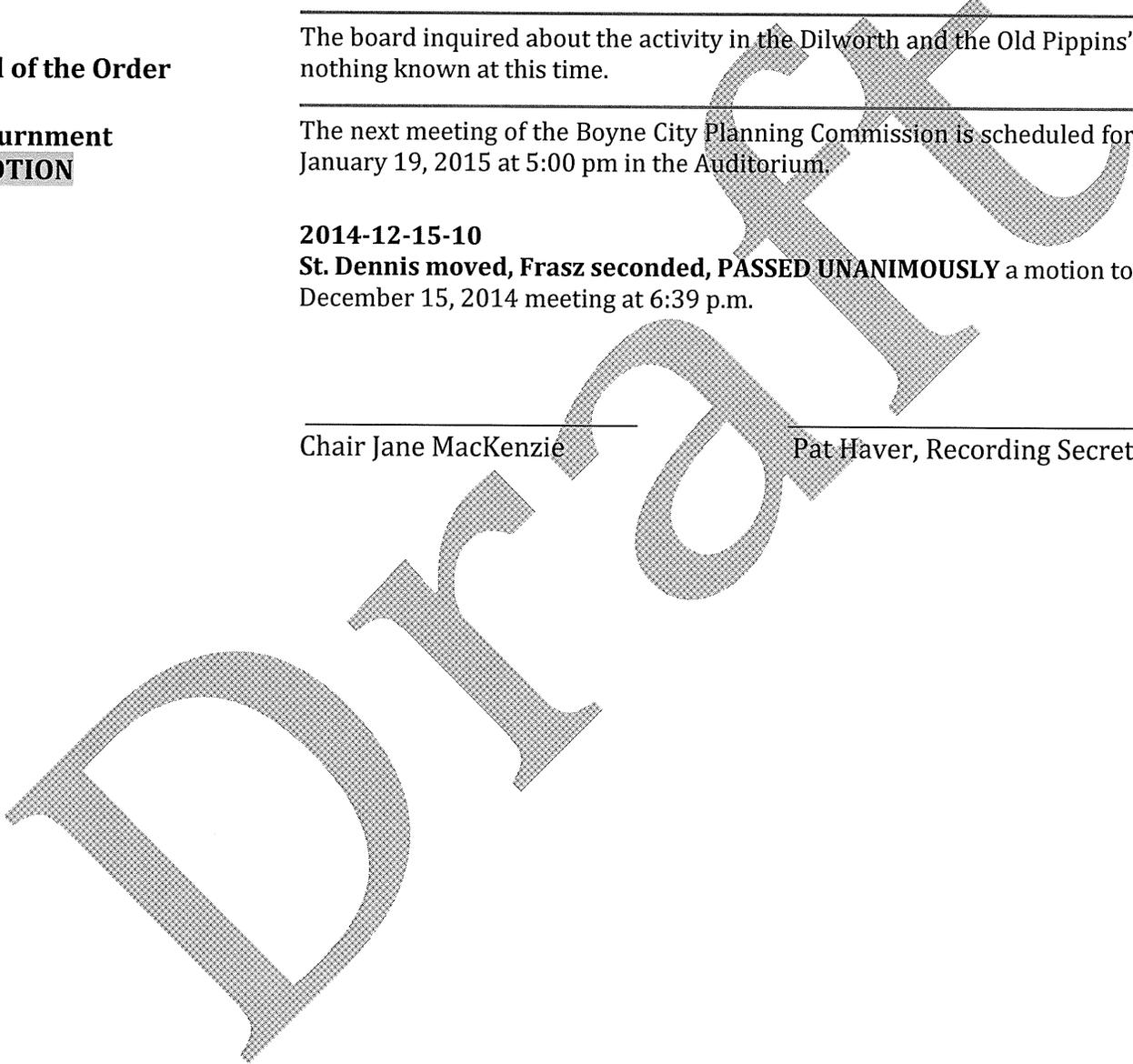
The next meeting of the Boyne City Planning Commission is scheduled for Monday, January 19, 2015 at 5:00 pm in the Auditorium.

**2014-12-15-10**

**St. Dennis moved, Frasz seconded, PASSED UNANIMOUSLY** a motion to adjourn December 15, 2014 meeting at 6:39 p.m.

\_\_\_\_\_  
Chair Jane MacKenzie

\_\_\_\_\_  
Pat Haver, Recording Secretary



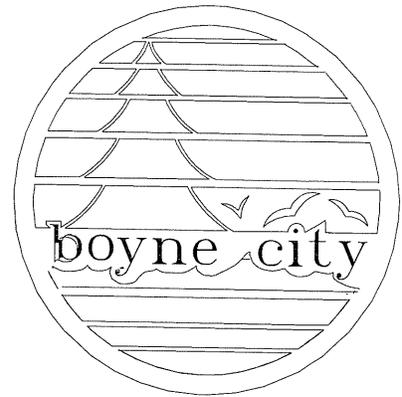
## CITY OF BOYNE CITY

**To:** Chair Jane MacKenzie and fellow Planning Commissioners

**From:** Scott McPherson, Planning Director

**Date:** January 19, 2015

**Subject:** Glenn Catt Pre-Application



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Glenn Catt would like to update the Planning Commission on his proposal to redevelop the properties located at 202 and 210 Lake Street. Mr. Catt has not yet submitted a formal application but has requested to be placed on the Planning Commission agenda to inform the commission of changes that have been made to the proposed plan and will be making a presentation on his proposal at the meeting. No concepts or drawings of the proposal have been provided.

# CITY OF BOYNE CITY

**To:** Chair Jane MacKenzie and fellow Planning Commissioners

**From:** Scott McPherson, Planning Director

**Date:** January 19, 2015

**Subject:** 402 State St. Rezoning Pre-application meeting



A request for a pre-application meeting with the planning commission to discuss the potential rezoning of 402 State St. has been received from Dick Knight. Mr. Knight is a realtor who is representing a client that is interested in using the property for a commercial kitchen and would like to discuss the possibility of rezoning the property to a commercial district to allow the use.

The property is located on the corner of State (M-75 S) and Jefferson is currently zoned Traditional Residential District. The parcel is lot 19 of the W.H. White and Co's Addition and is 7,320 sqft parcel measuring and 60' x 132'. The lot conforms to ordinance standards for lot size and area. There is an existing 20' x 30' vacant nonconforming structure on the property that encroaches into the side and rear setbacks. At one time the structure was used to prepare and sell food however that nonconforming use has been abandoned as the structure has been vacant for many years.



**CITY OF BOYNE CITY**

**To:** Chair Jane MacKenzie and fellow Planning Commissioners  
**From:** Scott McPherson, Planning Director  
**Date:** January 19, 2015  
**Subject:** DPW Building Review

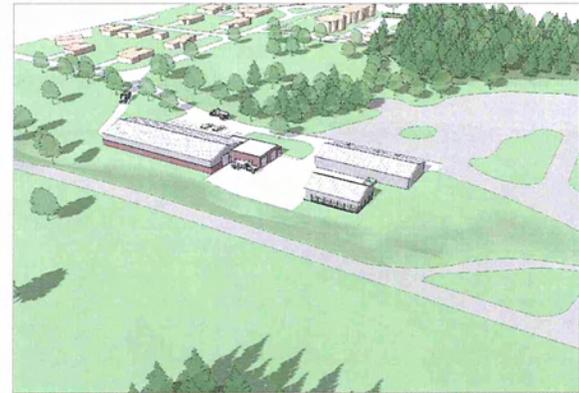


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Andy Kovolski will be presenting the proposed plans for the new proposed DPW facility that will be located at north Boyne.



Site Vicinity Plan  
SCALE: 1" = 250'



ISSUES:

DATE	DESCRIPTION
05-27-14	Public Presentation
9-16-14	Design Development
10-21-14	Commission Review
11-3-14	DPW Site Update
01-13-15	Owner Review



**PRELIMINARY**  
**NOT FOR CONSTRUCTION**

DPW Garage, Sub Barn & Cold Storage  
Bayne City - City Facilities

**1404**  
Bayne City, MI

environmentarchitects

Architectural Site Plan

1404-1404-010  
for 1404-010-010  
1404-1404-010-010  
1404-1404-010-010

**A1.0**



**CITY OF BOYNE CITY**

**To:** Chair Jane MacKenzie and fellow Planning Commissioners  
**From:** Scott McPherson, Planning Director  
**Date:** January 19, 2015  
**Subject:** PID setback review



At the December meeting the Planning Commission had a pre-application meeting with Steve Habitz who is the plant manager for Temprel Temperature Sensors located at 206 Industrial Air Industrial Park. The Planning Commission reviewed their proposal to renovate and expand their existing building which would consist of a 60' x 64' addition on the back of the building and a 42' x 20' addition on the front of the building. The office addition on the front of the building would encroach into the required 50' front yard setback approximately 15'. As part of the discussion the planning commission wanted to further review the 50' front yard setback and requirement to see if and n directed staff to put a review of setbacks in the Planned Industrial District (PID) on the January agenda.

For purposes of discussion I have prepared the drawing below that shows the current 50', a 30' foot setback. The pink shaded area shows the additional area that would be available for the placement of buildings if the setback was reduced. In this case the moving of the setback adds approximately 3,500 sqft to the building envelope for the parcel.





# Boyne City Recreation Plan 2015



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**SUB-AREA PLAN ATTACHMENTS**

**Attachment A**..... Boyne City Water Front Master Plan  
**Attachment B**..... Old City Park Master Plan  
**Attachment C**..... Avalanche Master Plan  
**Attachment D**..... Trail Town Plan  
**Attachment E**..... Veterans Park Pavilion

## INTRODUCTION

### Location and Regional Setting

Boyne City is located in Charlevoix County in the northwest region of Michigan's Lower Peninsula. The City shares its northern and eastern border with Evangeline Township and its southern border with Wilson Township and Boyne Valley Township. Boyne City is a lake shore community covering 5.3 square miles located on the southern shore of the north arm of Lake Charlevoix. The City has almost 18,000 feet of shoreline and is bisected by the Boyne River which meanders through the center of the City and empties into Lake Charlevoix.



Boyne City was first settled in 1856 by John and Harriet Miller and from its quiet beginnings the City quickly developed into a bustling industrial center. The deep water of Lake Charlevoix with its connection to the great lakes and the Boyne River made Boyne City a natural location to tap the rich lumber resources of the area and the town grew dramatically during the lumbering boom that started in the 1880's. In addition to the lumber mills, heavy industries also located in the City and by the early 1900's a variety of products were produced in the City including charcoal, bricks, iron, chemicals, and leather. As the lumber resources became depleted the mills and industries located on the City's shoreline eventually closed.

The City maintains many of the features of a small "port town" community that evolved from the lumbering industry. While Boyne City has maintained its small town feel, it is a vibrant and proactive community. Over the years the City has been making a

transformation from an industrial based economy to more of a tourism economy but it still depends on industries and businesses unrelated to tourism for much of its economic base.

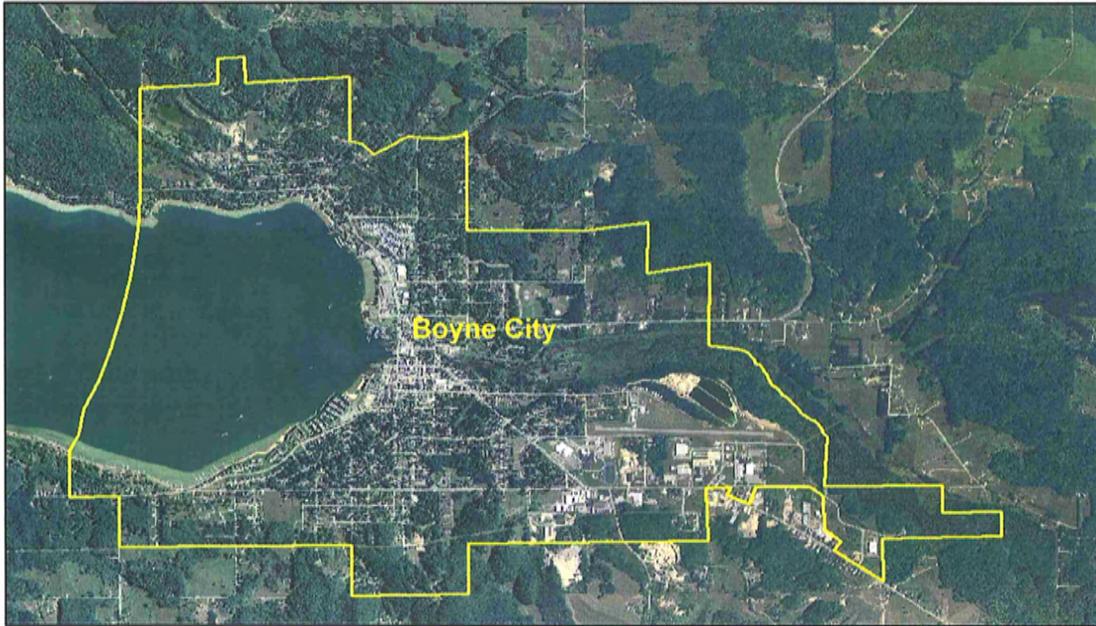
The rich natural resources of the area that previously supported the community through exploitation now help support the community through recreation. The woods, hills, lakes and rivers are cherished as valuable natural resources and economic assets to the region and offer abundant recreational opportunities. In the summer recreation opportunities such as boating, swimming and fishing and in the winter time activities such as hunting, snowmobiling, skiing and skating are extremely popular. Six miles from the City is Boyne Mountain, a year around full service destination resort that has an indoor water park and conference center and offers downhill skiing, cross county skiing, golf and mountain bike trails.

The distinct and historic qualities of Boyne City's downtown are being capitalized on to strengthen Boyne City's identity. The City is a home town that caters to the everyday needs of the local population and is an up north "getaway" offering unique attractions and experiences for seasonal residents and visitors.

The regions proximity to several major population centers has contributed to the strong tourism industry of the area. With Detroit, Chicago, Grand Rapids and other urbanized areas with a half day's drive, it has been a natural for persons of all income levels to migrate northward. Because many people residing within these nearby metropolitan areas may be traveling shorter distances due to rising gas prices, they may be looking for alternative vacation spots that are closer to home.

### Plan Jurisdiction and Focus

The Boyne City recreation plan is primarily a plan for the development of recreation opportunities within the municipal boundaries of the City; however, some recreational interests of the City do extend outside the City limits. Approximately 3 miles to the north of the City in Evangeline Township the City owns approximately 140 acres of vacant land. The property consists of a mix of woods and open land and has much potential for future recreational uses. Adjacent to the south of the City in Wilson Township the City owns approximately 215 acres of land that is part of Avalanche Park. Currently the property is used for recreational uses associated with the Park. In addition to planning for future recreational uses for these specific lands outside the City limits, the City also continues to work towards establishing trail connections within the City limits of Boyne City and to destinations outside the City such as Young State Park and Boyne Mountain.



## SUB-AREA PLANS

In addition to the overall recreation planning for the City, The Boyne City Recreation plan also contains specific sub area plans. Over the past few years the City has developed and adopted sub area plans for the use and development of its waterfront and two of its parks. The sub area plans that are attached and included in the Boyne City Recreation Plan are the Boyne City Waterfront Master Plan, the Old City Park Plan and The Avalanche Park Master Plan. A brief description of each of the plans is provided below and a complete copy of each plan is included as an attachment to the Boyne City Recreation Plan.

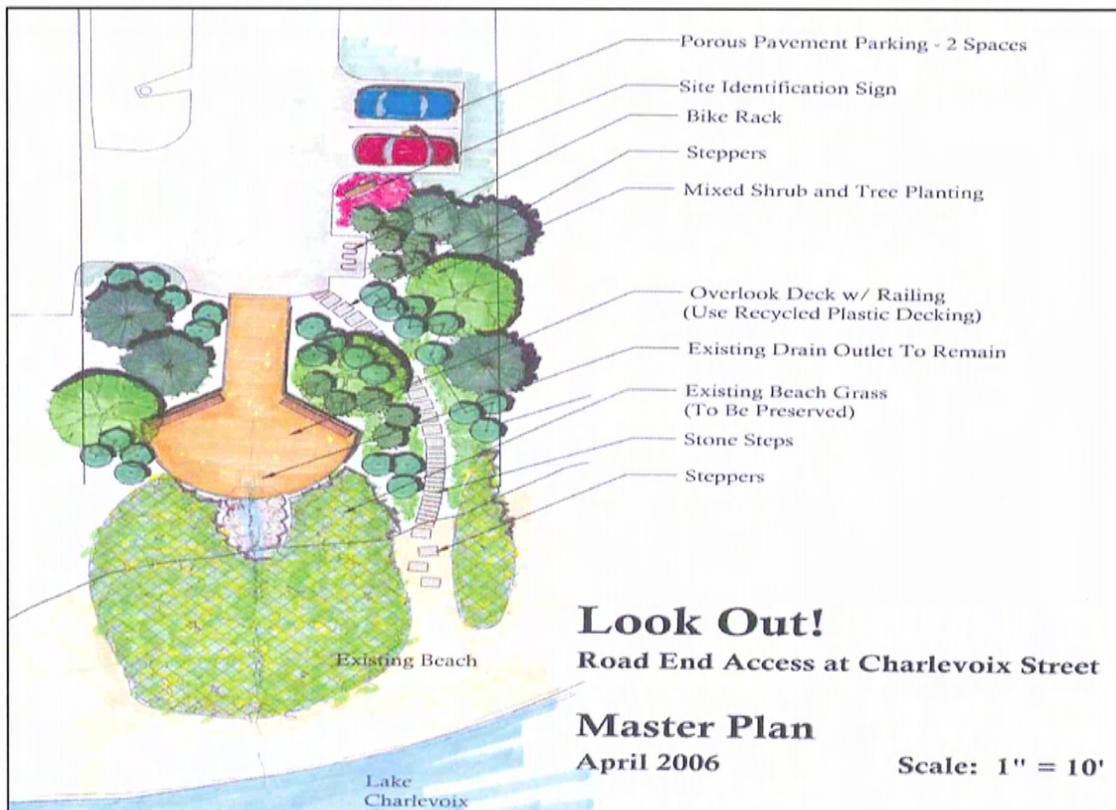
### Water Front Master Plan

The importance of the City's water resources cannot be understated and the community recognized the need to have an all-inclusive plan for the future use and development of this important resource. In May 2006, after a year of planning, the City adopted the *Boyne City Water Front Master Plan*. The plan is included in this plan as attachment "A". The plan developed a comprehensive vision for all of Boyne City's water resources. The plan included specific development plans for all city owned properties with high quality graphics and cost estimates for specific projects. The goal and purpose of the *Boyne City Water Front Master Plan* is best summed up in its introduction which states:

*"This Waterfront Master Plan is part of an effort to focus competing viewpoints into a unified vision for the extension, development, and stewardship of public and private lands along the lake and river shore lines within the city's boundaries. Further, this plan seeks to anticipate and encourage land use patterns adjacent to these public lands that transform the community in positive ways without deleteriously compromising the value, integrity and quality of those assets held in common, namely the waterfront public lands. The waterfront lands are the core physical elements in the next wave of the city's transformation. These lands are coveted equally by those who see value in building upon*

*them and by those who see value in preserving them as open spaces. This plan represents the city's effort to balance these competing viewpoints and establish a philosophical platform on which the city can evolve and change in positive ways over the next 50 years."*

The City has begun implementing some of the components of the Waterfront Master Plan and the plan is heavily relied upon when the City is considering site plans or the future use or development of parcels that are on or near the waterfront. In 2008 the City completed one of the road end projects that were included in the plan. The LOOKOUT project is an ADA compliant viewing platform that provides spectacular views of Lake Charlevoix and the surrounding hills and countryside. The project also included water access and a much improved storm water discharge system.

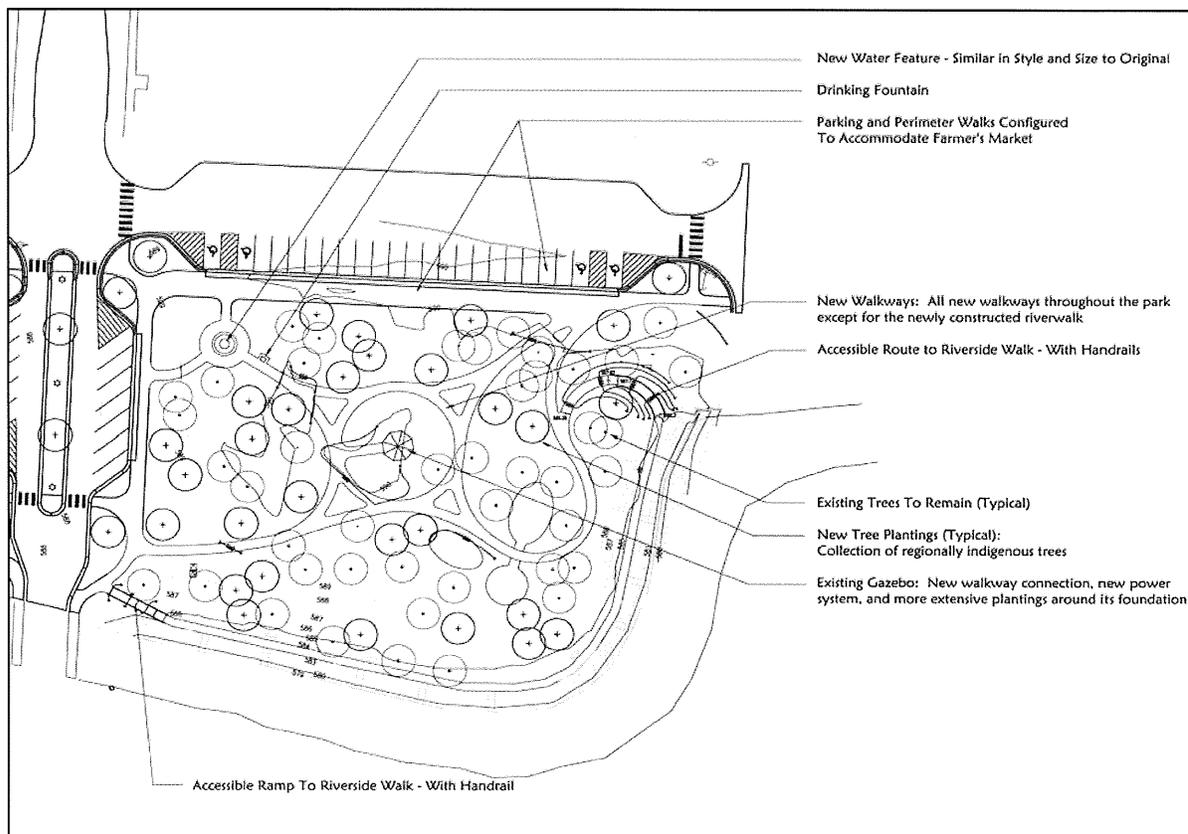


Old City Park Plan

Old City Park is a 1.5 acre park that is located in the center of town on the Boyne River. The park is boarded on the north by River Street, on the west by Park Street and on the East by East Street. The park is a focal point of the community and is an important gathering place. The park is host to many community activities and functions to include the farmers market and weekly summertime concerts. Residents use the park for private functions and the gazebo is a popular place for weddings. A river bank restoration project completed in 2008 by the Friends of the Boyne River provided a much improved river walk

that offers a popular place for a relaxing stroll or fishermen can select one of several fishing newly created access points to try their luck.

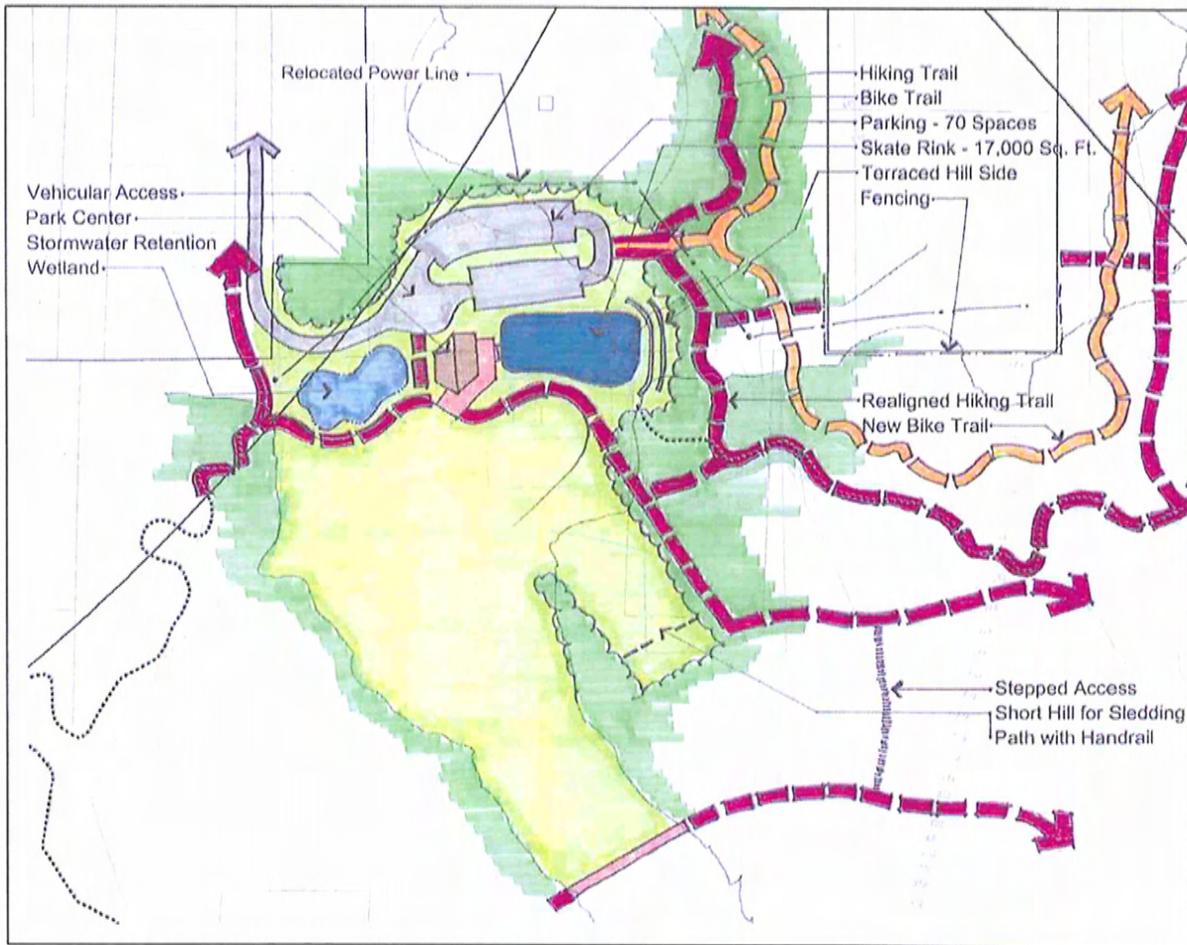
In 2008 the City was successful in its application for a Vibrant Small Cities Initiative grant (VSCI). This new grant program offered through MSHDA required grant awardees to identify potential projects then develop specific plans for the projects after the grant was awarded. One of the projects selected for the VSCI grant was improvements to Old City Park. The improvements completed in the park included new sidewalks, tree plantings, landscaping, irrigation and a decorative fountain. Additional improvements that were planned for but not completed at included addition landscaping and plantings, restrooms and additional children’s play equipment. The Old City Park plan has been included and attached to this plan as attachment “B”. While many of the improvements detailed in the plan were completed in 2009, the master plan also included several improvements that were not part of the renovations. These additional improvements may be completed in the future as needs arise or as additional funding becomes available.



**Avalanche Park Plan**

The Avalanche Mountain Preserve comprises 300 plus acres of woodland located on the southern border of Boyne City, Michigan in Charlevoix County and extends beyond the City limits into Wilson Township. The area is a predominantly sloping terrain with approximately 90% of the park wooded. The area offers many types of recreational activities including hiking, biking, skiing, skating, jogging, disc golf, snowmobiling and

sledding. Avalanche was chosen as the top sledding hill in the state by Michigan Blue magazine. There are 462 steps to the top of Avalanche with a platform available to view the City and Lake Charlevoix. While there are many activities currently available at Avalanche it was recognized that a master plan for the park was needed to insure the park would continue to develop in a planned and thoughtful manner. In 2009 the City completed the Avalanche Master Plan and the plan is included and attached to the Boyne City Recreation Plan as attachment "C".

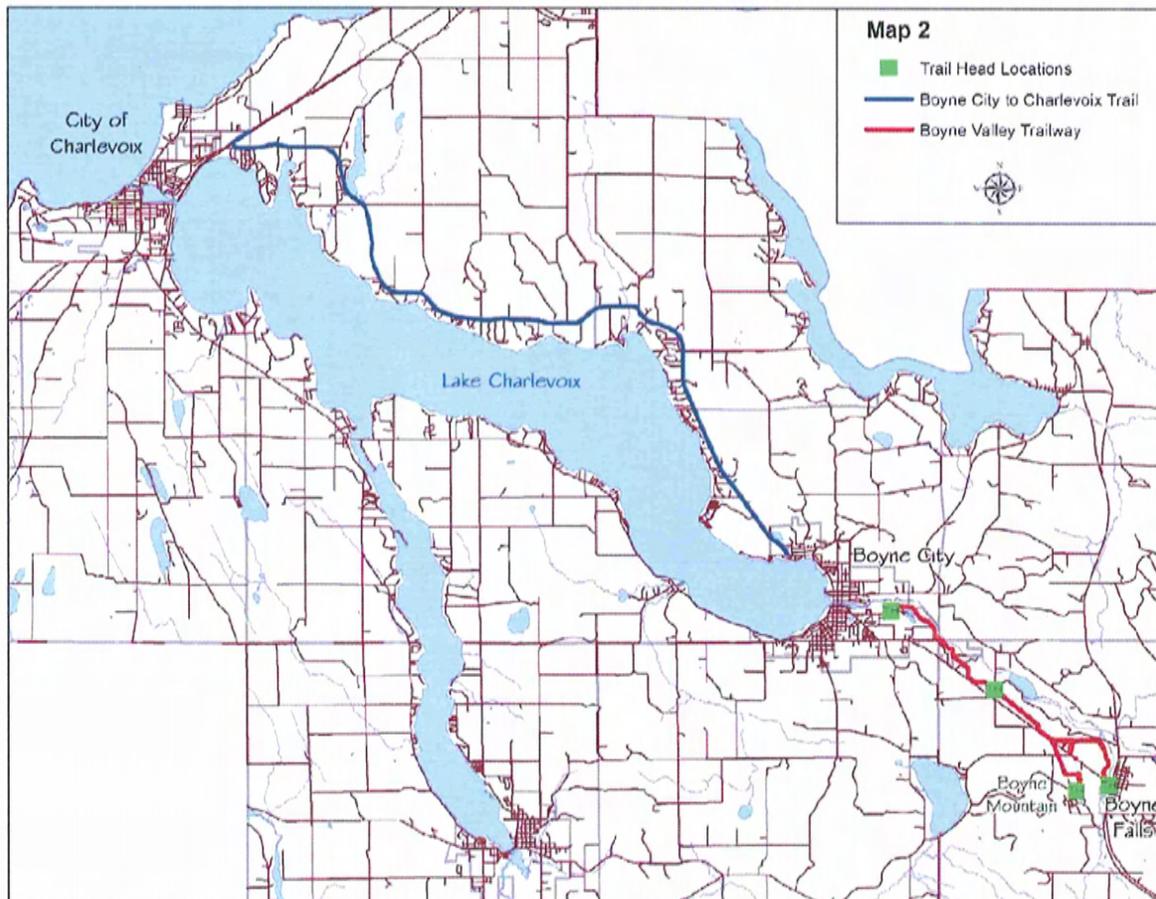


Trail Town Plan

Through a grant from The Charlevoix Community Foundation and the Frey Foundation, the Land Information Access Association (LIAA) facilitated the creation of a Trail Town Master Plan for the City of Boyne City. A Trail Town is an active, attractive and interesting place with accessible and comfortable spaces, hosting a variety of activities and promoting social interaction and a strong sense of place. A Trail Town should meet both the needs of the trail users and the resident's off the community. A Trail Town has the physical amenities that support trail uses such as wide sidewalks, drinking fountains, and benches with shade. A Trail Town also has the business amenities to support day trip uses and overnight trail uses.

Recreational Trails can have a significant impact on the local economy. Trails can attract and support tourism and new business opportunities. In addition local residents often spend money on trail-related activities and related businesses.

The Trail Town Plan was developed for the purposes of capturing the potential for trail based tourism in Boyne City and surrounding area. The plan is representative of a long-term commitment of the community to recreational trails throughout the City and around the region. Specifically, the Trail Town Concept is one of realizing the economic potential of recreational trails and bringing dollars into the communities they serve.



A major component of the plan is the proposed trail connections from Boyne Falls to Charlevoix through Boyne City. This non-motorized asphalt trail would be comprised of a 6.2 mile connection from Boyne Falls to Boyne City and a 14.9 mile section from the City of Boyne City, through Horton Bay to the City of Charlevoix. When completed this trail system will provide users with scenic and picturesque views of the surrounding hills and countryside and access to Lake Charlevoix and the Boyne River. In addition to connecting the three municipalities, the trail will also provide direct connections to the major recreation destinations of Boyne Mountain and Young State Park. The Boyne City Trail Town Plan is included and attached to the Boyne City Recreation Plan as attachment "D".

Veterans Park Pavilion

With grant funding provided through the Charlevoix County Community Foundation, the Boyne City Main Street Program and the City of Boyne City contracted with Environmental Architects to develop design options for the renovation or replacement of the of the existing Veterans Park pavilion. To develop the design concepts Environmental Architects facilitated a three day public design charrette. The goal of the charrette was to gather public input and consider possibilities to create a year-round, multi-activity structure in Veterans Memorial Park to be used by residents and organizations and which could also serve as permanent winter farmers market. The adaptation and reuse of the existing facility as well new construction at a new location were all explored as possible options. Through the design process three different design concepts were developed. A full description of the charrette process and the design concepts are included in the “Planning the Pavilion at Veterans Park” Charrette summary report which is included and attached to the City of Boyne City Recreation Plan as attachment “E”.

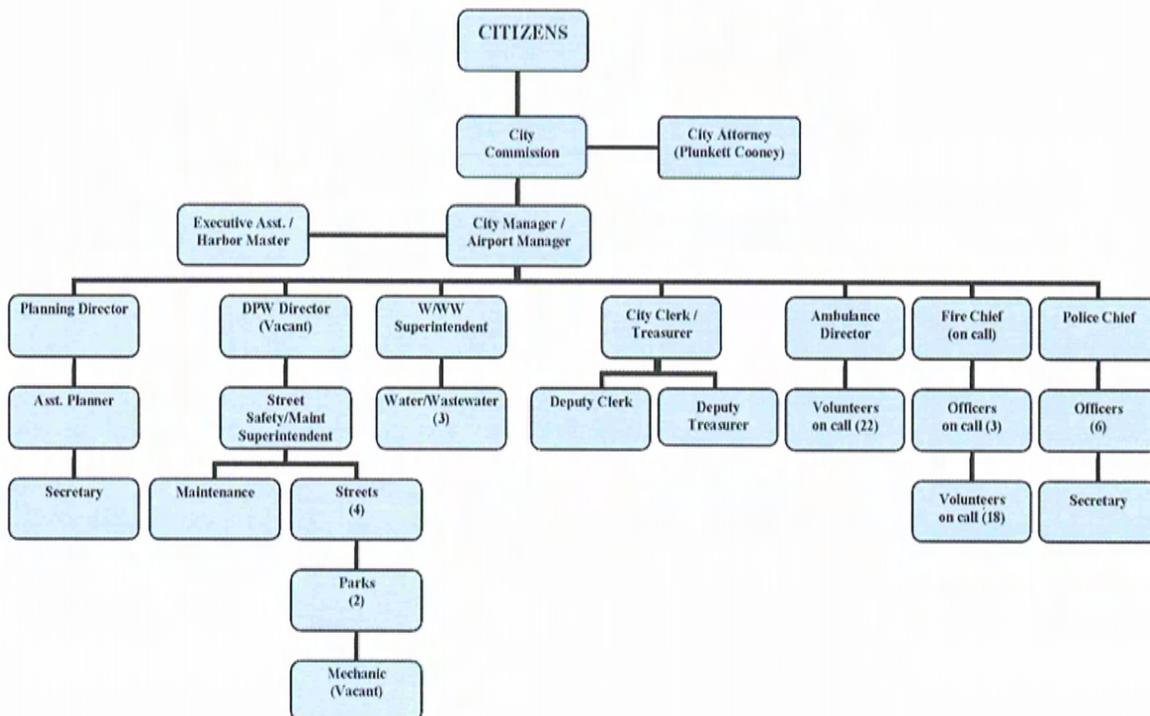


### ADMINISTRATIVE STRUCTURE

The City of Boyne City’s Parks and Recreation Advisory Board, created by the City Commission, consist of eight (8) regular members who are city residents. Of the eight (8) members, not more than one may be from the City Commission. This Board serves as an Advisory Board to the City Commissioners.

The City Manager oversees all city activities and the Department of Public works director is City Staff liaison to the assigned to recreation commission. The Public Works Department Head assists the Recreation Commission with planning and development of recreation projects in the City and schedules park workers for year round maintenance and operation of the parks. During the summer months, an employee is transferred from the Street Department to Parks Foreman. The City employs a part—time attendant at the ice skating rink, a harbor master, and boat launch attendant.

Boyne City Organizational Chart

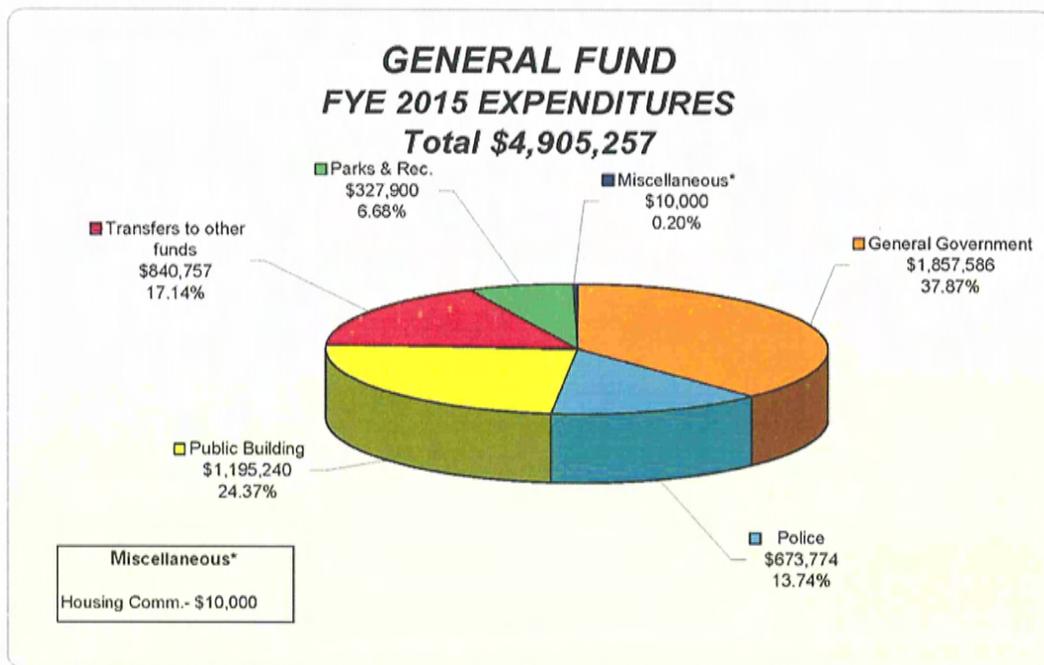


Recreation Programming

Recreational programming in Boyne City is conducted on an as needed basis by the Charlevoix County and Charlevoix County Cooperative Extension Service funded 4H program and through the Boyne City Public Schools Community Education Programs. These organizations in addition to Baseball, Softball, Little League, Soccer and other associations, provide recreational programs. Most of these programs are operated on a volunteer basis with the city, the schools and community organizations funding the improvements and operational aspects of both the facilities and the programs themselves. Other community groups and organizations such as the Garden Club, Rotary, Girl and Boy Scouts and the Friends of the Boyne River donate money, materials, and labor to improve parks and community facilities.

Operating Budget

The fiscal year for Boyne City begins on the first of May. The FYE 2015 approved Parks and Recreation is shown on pages 9-10. In the current budget year of FYE 2015 the Boyne City Commission budgeted \$327,000 for the maintenance and operation of its parks system which account for 6.68% of the total budget. In FYE 2014 the City spent over \$266,000 on its parks and recreation program with \$16,000 spent on capital improvements. Funds for developing new, or for making major improvements to existing facilities, are made available via the city’s capital improvement budget. As a result of long standing city policy, improvements for active recreation facilities that will benefit specific groups of the recreating populace are a specific primary responsibility of the specific group. The city will assist in the maintenance and upkeep of the facility in the future.



## PARKS AND RECREATION

General Fund  
Fund Code: 101-751

Expenditures

See page 23 on 12 Yr History

Code	Account Title	Prior yr FYE 2013	Current Year FYE 2014		Proposed FYE 2015
			Budgeted	Projected	
702	Salaries/Wages: Part Time	8,924	7,000	6,000	7,000
705	Salaries/Wages: General Parks	49,236	75,000	70,000	75,000
709	Overtime	3,410	2,500	3,500	3,500
711	Safety Equipment	4	0	0	0
713	Insurance: Medical	13,285	21,000	18,000	21,000
714	Social Security	4,399	5,600	5,000	5,600
715	Pension	500	500	500	500
716	Unemployment Compensation	1,341	600	1,500	1,500
719	Vacation/Sick Time	19	3,600	3,600	3,600
727	Supplies	27,446	30,000	32,820	35,000
730	Maintenance	4,919	10,000	11,000	11,000
738	Civic Projects	1,000	1,000	1,000	4,000
740	Utilities/Telephone	23,759	24,000	21,000	24,000
808	Professional Services	0	5,000	0	5,000
818	Contracted Services	22,742	22,000	22,000	24,000
860	Motor Pool	41,301	50,000	47,000	50,000
870	Training / Travel	0	0	310	400
910	Ins: Liability/Equipment	488	1,200	310	400
911	Workers Compensation	413	600	2,300	2,400
970	Capital Outlay/Equipment	(1,273)	20,000	16,000	34,000
975	Avalanche Improvements	9,396	10,000	5,000	20,000
	<b>TOTAL</b>	<b>211,309</b>	<b>289,600</b>	<b>266,840</b>	<b>327,900</b>

**A. MISSION STATEMENT**

*To provide a safe, pleasing and useable open space in an economically feasible manner for recreational pursuits of our residents and visitors.*

**B. PERSONNEL**

Andy Kovolski ..... Parks Director  
 Keith Hausler..... Parks Foreman  
 (Also a Heavy Equipment Operator in Street Department)

**C. LINE-ITEM CLARIFICATION**

*705 - Salaries/Parks General Wages ..... \$ 75,000*

*727 - Supplies..... \$ 35,000*

This item covers materials related to all of the parks, including paper products, garbage bags, hand tools, etc. The cost of fertilizer spray, picnic tables, grills, etc. and other miscellaneous, routine expenses are included in this item.

*738 - Civic Projects..... \$ 4,000*

These funds have generally been used to help finance community-sponsored Parks and Recreation activities. The allocation this year includes participation in:

- a. Garden Club Contribution ..... \$3,000
- b. Swim School ..... \$1,000

*970 - Capital Projects ..... \$ 34,000*

Replace lavatory privacy stalls, purchase benches and Irrigation improvements, plus the Old City Park Grant

*975 - Avalanche Improvements..... \$ 20,000*

View corridor maintenance and signage Improvement / upgrades

## RECREATION INVENTORY

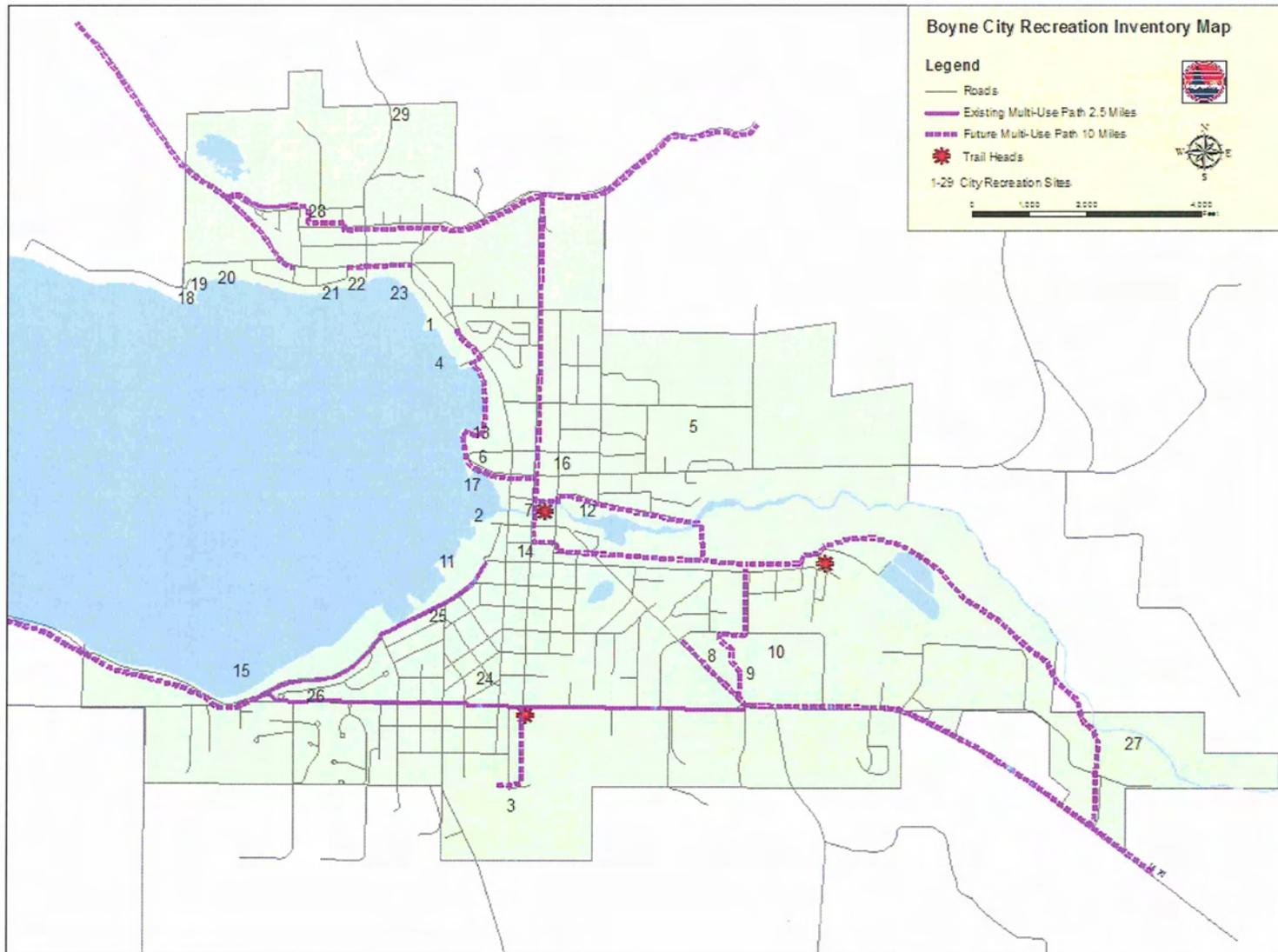
### Description of Methods

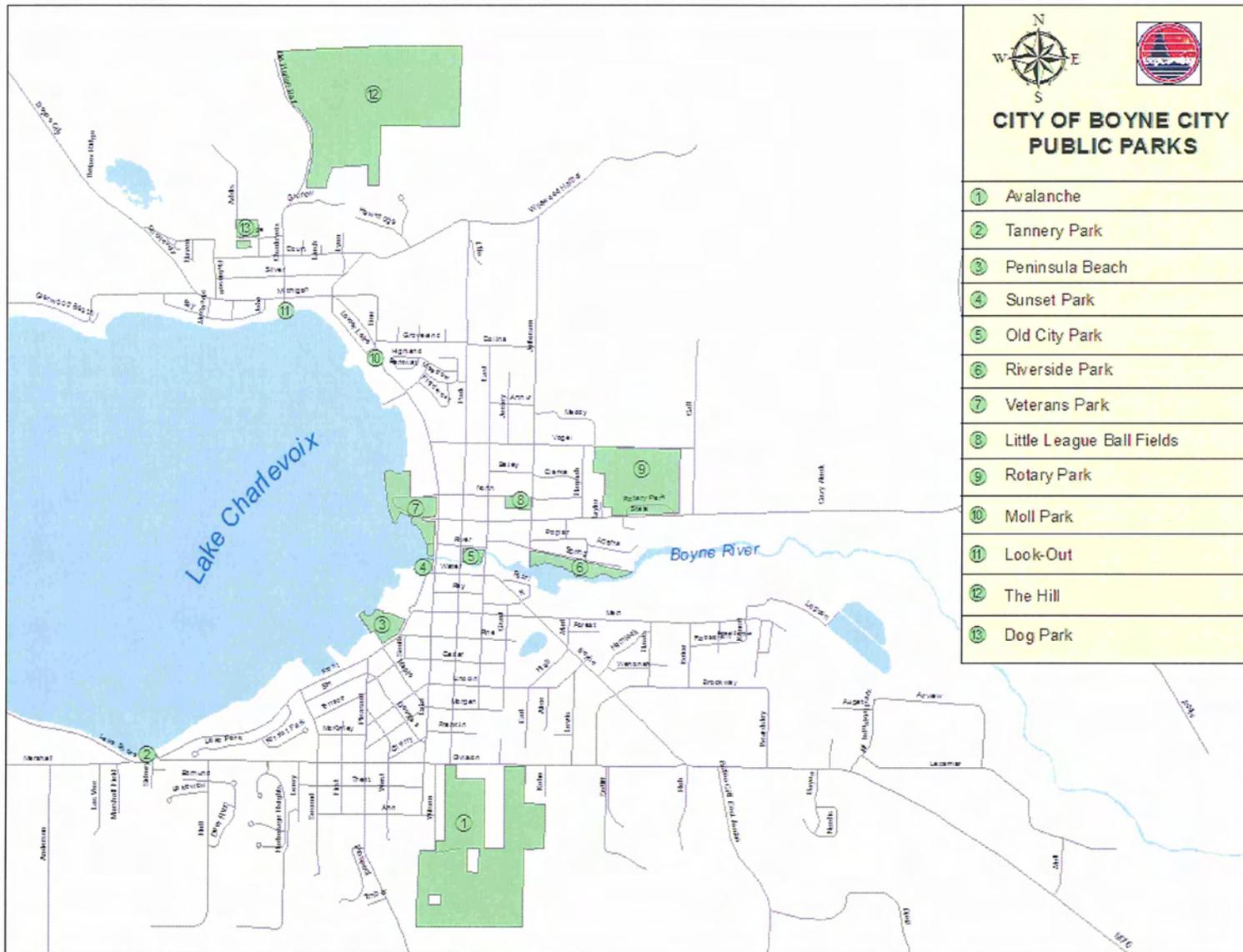
Information on City parks and recreational resources in the area was gathered by the City planning and public works department staff and reviewed by the City Parks and Recreation Commission. In developing and implementing recreation improvements the City is always mindful of possible access limitations. City parks were inspected by City staff and recreational assets were inventoried and assessments of ADA compliance were completed.

### Inventory and ADA Assessment

No.	FACILITY NAME	OWNER	OPEN TO PUBLIC	SIZE	FACILITIES	ADA COMPLIANCE
1	North Lake Street (Mol) Park	City	Yes	1/2 Acre	Open space, Swing set.	Grassy mowed area. On street parking only.
2	Sunset Park	City	Yes	5 Acres	Rest Rooms, Multi-Use Dock, Fishing, Boating.	Restrooms are barrier free, dock access and fishing pier are not barrier free.
3	Avalanche Preserve	City	Yes	320 Acres	Cross Country Ski Trail, Hiking Trails and bike trails. Shelter House, Rest Room, Nature Preserve, Sledding Hill, Lighted Ice Skating & Hockey Rink, Disc Golf, Stairway To Summit Viewing Deck, Snowmobile Trail.	Restroom is not barrier free and no designated barrier free parking. Summit viewing deck is not wheel chair accessible.
4	Lake Charlevoix Boat Launch	City	Yes	1 Acre -	Boat Launch, Rest Rooms.	Restrooms are barrier free
5	Rotary Park	City	Yes	40 Acres	Tennis Courts, Picnic Sites, Children's Play Equipment, Nature Study Trails, Lighted Ball Diamonds, Heart Trail & Rest Rooms.	Restrooms are barrier free. Play equipment is old and not barrier free. Picnic area is accessible, no barrier free tables.
6	Veterans Memorial Park	City	Yes	10.5 Acres	Boating, Picnic Sites, Community Play Ground, Open space, Fishing, Ball Diamond, Benches, Rest Rooms, Pavilion, Boat Launch.	Sidewalks around park and Parking are ADA compliant. Picnic area barrier free. Play equipment is barrier free, Rest rooms are barrier free.
7	Old City Park	City,	Yes.	1.0 Acres	Picnic Sites, Benches, Fishing, Gazebo, Concerts, Farmers Market.	Parking is designated. Gazebo is not barrier free. Ground cover for play area is needed.
8	Elementary School	School	Limited Hours	1/2 Acre	Playfields, Basketball Courts, Children's Play Equipment, Meeting Rooms, Gymnasium, Kitchen, All Purpose Room, Library.	Barrier free

9	Middle School	School	Limited Hours	12 Acre	Basketball Courts, Children's Playground, Indoor Gym.	Barrier free
10	High School	School	Limited	20 Acres	Playfields, Organized Sports Field, Ball Diamonds, Meeting Room gymnasium, Kitchen, All Purpose Room, Weight room, Library.	Barrier free
11	Peninsula Beach	City	Yes	6 Acres	Swimming, Volleyball Courts, Rest Rooms, Picnic Sites, Children's Tot Lot, Benches.	Rest rooms meet current barrier free standards. Picnic area is accessible but beach is not.
12	Riverside Park	City	Yes	5 Acre	Fishing, Canoe Launch.	Rustic site with limited improvements
13	City Hall	City	Limited Hours		Meeting Room, Museum.	Barrier free compliant
14	Library	City	Yes	N/A	Library, Meeting Room.	Barrier free compliant
15	Tannery Park	City	Yes	0.5 Acres	Picnic Area, Sunset View, Swimming	Picnic area and viewing area are barrier free.
16	Minor League Ball field	City	Yes	1 Acres	Ball field & Rest Rooms	Barrier free
17	City Marina	City	Members / Rental	0.5 Acres	49 Boat Slips, Picnic Area, Bathhouse, Lighthouse	Picnic area and bathhouse is barrier free.
18	Woodland St. Road Ends	City	Yes	.25 Acres	Water access	Not barrier free
19	Shady Lane Road End	City	Yes	.25 Acre	Water access	Not barrier free
20	Bay (West) St. Road End	City	Yes	.25 Acre	Water access	Not barrier free
21	John St. Road End	City	Yes	.25 Acre	Water access	Not barrier free
22	Charlevoix St. Road End	City	Yes	.25 Acre	Viewing deck with benches, water access, bike rack	Barrier free
23	Lower Lake St. Road End	City	Yes	.25 Acre	Water access	Not barrier free
24	S. Lake and Cherry Mini Park	City	Yes	.5 Acre	Open space	Barrier free
25	West and Pleasant Mini Park	City	Yes	.5 Acre	Open space with picnic table	Barrier free
26	Bike/Pedestrian Path	City	Yes	3 miles	Paved path	Barrier free
27	Industrial Park Open Space	City	Yes	85 Acre	Wooded natural area	Not Barrier free compliant
28	Dog Park	City	Yes	3 Acres	2 Fenced dog play areas, benches, water fountains, dog agility course.	Barrier free
29	The Hill	Little Traverse Cons.	Yes	107 Acres	Natural area, hiking trails, cross country ski trails	Not barrier free





## STATUS OF PREVIOUS GRANTS

### Boyer River Walk Project TF99-180

In late 1999, the MNRTF assisted the City with the development of the Boyer River Walk. The Boyer River Walk runs along the Boyer River and allows strolling, fishing and access to businesses, while providing connections to Old City Park and Veterans Park. Both parks currently provide riparian access to the Boyer River and Lake Charlevoix, respectively. The River Walk is heavily used all year and is impeccably maintained by the Parks and Street Division of the City. The River Walk played an integral part of Boyer City's achievement of the "Promoting Active Communities Award," as it ties two parks with our central business district.



### Riverside Park Acquisition TF13-107

Several years ago, the Moody family expressed future interest in selling their vacant Boyer River frontage to the City. In response to this offer the City submitted a property acquisition grant request to the MDNRTF in 2013. The MDNRTF approved a grant request of \$48,600 to acquire the 6.5 acres of riverfront property. The project would have allowed the City to preserve and protect vital forested wetlands, floodplain, juvenile eagle habitat and critical fish habitat. Further, the project would have facilitated the creation additional fishing and passive recreational opportunities for our community and visitors. Since approval of the grant request the Moody family has reconsidered their options in regards to the property and the acquisition has not moved forward. While the ultimate disposition of the property remains unknown at this time, it is a possibility that the family may wish to convey the property to the City at some time in the future.

## **PUBLIC INPUT AND PLANNING PROCESS**

The Boyne City Parks and Recreation Commission developed its first City Recreation Plan in 2004. It was the first time the Commission was solely responsible for development of the Plan. In past years, the City recreation planning comprised of being a component of the Charlevoix County Recreation Plan. In addition to the adoption of its own City recreation plan in 2004, the City and the Recreation Commission have done considerable recreation planning for the future development and use of the City's resources.

### Citizen Input

In addition to comments, suggestions, requests and complaints that are received at the regular monthly meetings of the Recreation Commission throughout the year, the City has solicited and obtained public input on the proposed recreation plan and the future growth and direction of the City. In addition to notices placed at City Hall and on the City website an advertisement in the Petoskey News Review and Boyne Gazette invited the public to a community input session held on October 23, 2014. At this meeting the goals of the previous planning efforts were reviewed and ideas and suggestions for future recreation improvements were gathered. In addition to this opportunity for public input the City also held a community wide goal setting session on January 9<sup>th</sup>, 2014. This meeting was publicized with articles in the Petoskey News Review, The Charlevoix Courier and the Boyne City Gazette. The City also provides meeting information on its website and allows people to submit input through a on line survey if they cannot attend a meeting or have additional ideas they wish to share after the meeting. The input received from both of these sessions was considered in the development of this plan and has been attached.

In addition to newspaper ads and web page postings, the City has recently adopted a relatively low tech but effective method of public notice. Prior to adopting or developing any plan or project the City places signs throughout the community to increase awareness of a meeting that is being held to discuss the particular plan or project. The use of the signage was first implemented in the summer of 2009 and it has been extremely effective and popular. The use of the signs has significantly increased public awareness and participation in the planning process.



### Planning Process

As stated in the introduction, the Boyne City Recreation Plan includes several sub area plans that have been completed since 2005. Each of these planning efforts included a comprehensive effort to obtain a wide variety of input. In each

of the attached sub area plans the planning process and public participation used to develop the plan is specifically detailed and documented.

In May of 2006 the City adopted the *Boyne City Water Front Master Plan*. The plan is included in this plan as attachment "A". The plan developed a comprehensive vision for Boyne City and its water resources and produced high quality plans and graphics for specific projects. The planning process used to develop the plan was comprehensive and inclusive. Prior to developing any specific plans the initial effort focused on gaining insight and understanding of the issues then later input sessions focused on the community's response to the preliminary plans. In addition to the 15 public input meetings held over a period of 10 months, an effort was also made to reach out to individuals from a variety of backgrounds. Twenty four individuals were personally interviewed and an additional 5 other persons submitted written comments. The process and approach proved to be a positive and appropriate means to gain understanding of the views and interests of a wide variety of groups and individuals and resulted in the adoption of a plan that received broad support throughout the community.

In 2009, as part of a Vibrant Small City Initiative grant, Boyne City was able to develop a master plan for Old City Park Plan and complete a major renovation of the park. The planning process for Old City Park master plan was initiated in January 2009. A sequence of 12 meetings was held with the steering committee, various boards and commissions and the public. The program objectives and the plan were shaped and conditioned throughout the process with numerous iterations along the way. The completed plan was adopted by the City Commission on March 24, 2009 and is included in the Boyne City Recreation Plan as attachment "B".

One of the goals noted in the 2004 recreation plan was the development of a master plan for Avalanche Park. In 2009 the City began a planning process for the future use and development of the park and the completed plan was adopted by the City Commission in January 2010. In addition to general input sessions held for the park, specific user groups of the park were contacted and solicited for input. In all 12 different meetings over a period of 6 months were held to gather input and discuss the plan. The Avalanche Park Master Plan is included in this plan as attachment "C".

Beginning in the winter of 2013, the City began developing the Trail Town Master Plan. Supported by grants from the Charlevoix County Community Foundation and the Frey Foundation a 16 member steering committee comprised of City Staff, commission members, businesses people and residents working with professional planning assistance provided by the Land Information Access Association (LIAA) developed the plan. Through the spring and summer multiple public input sessions were held to solicit input on the plan. In the Fall of 2014 the draft plan was reviewed and recommended for adoption by the Boyne City Recreation Commission, Boyne City Planning Commission and Main Street

Board. On September 23, 2014 the plan was formally adopted by Boyne City City Commission. The Trail Town Master Plan is included in this plan as attachment "D".

With grant funding provided through the Charlevoix County Community Foundation, the Boyne City Main Street Program and the City of Boyne City contracted with Environmental Architects to develop design options for the renovation or replacement of the of the existing Veterans Park pavilion. To develop the design concepts Environmental Architects facilitated a three day public design charrette. The goal of the charrette was to gather public input and consider possibilities to create a year-round, multi-activity structure in Veterans Memorial Park to be used by residents and organizations and which could also serve as permanent winter farmers market. The adaptation and reuse of the existing facility as well new construction at a new location were all explored as possible options. Through the design process three different design concepts were developed. A full description of the charrette process and the design concepts are included in the "Planning the Pavilion at Veterans Park" Charrette summary report which is included and attached to the City of Boyne City Recreation Plan as attachment "E".

In addition to the community input and the previous sub area planning initiatives, a number of other resources have also been used to help develop the 2010 Boyne City Recreation Plan. Information from the 2000 Census, the Boyne City Master Plan adopted in 2007, the Charlevoix County Recreation Plan the Charlevoix County Master Plan, and responses from community opinion surveys completed by the MSU extension have provided valuable information and insight.

These items taken together with the citizen input provided the foundation of the planning process and based on this foundation the Recreation Commission developed the goals and objectives of the plan and the corresponding capital improvements schedule.

### Plan Adoption

On Jan 5, 2015 the Recreation Commission reviewed the completed the draft plan and the draft plan was made available for a thirty day review and comment period. The notice of the comment period was posted on the City website and published in the Boyne Gazette and Petoskey News Review and a copy of the plan was made available for review at city hall and a copy of the plan was posted on the website. On January 19<sup>h</sup> the Boyne City Planning Commission reviewed the plan and made a recommendation that the plan be approved. On February 12, 2015, the Recreation Commission held a public hearing on the plan and reviewed all comments on the draft plan. After the public hearing the plan was recommended for approval by the Recreation Commission and was then submitted to the City Commission for final approval. The City Commission reviewed and approved the Plan on February 24<sup>h</sup>, 2015.

**GOALS AND ACTION PROGRAM**

Goals

Based on the public input received the recreation goals of the City are as follows:

1. As resources and opportunities allow, implement the recreation objectives of the adopted sub area plans including the Avalanche Master Plan, Old City Park Master Plan, The Waterfront Master Plan, The Trail Town Plan and Veterans Park Pavilion Plan.
2. Continue to improve and develop existing parks.
3. Maintain existing recreational areas and assets.
4. Improve, extend and connect trail system.
5. Plan for and develop unimproved recreational areas.

Capital Improvement Schedule 2015-2019

Based on the above goals the following is a list of projects that have been included in the parks and recreation capital improvement schedule for the 2015-2019.

FACILITY	PROJECT	ESTIMATED COST	REVENUE SOURCES	YEAR
Avalanche Park	Complete tree removal from face	\$15,000	City of Boyne City MDNR	2015
Avalanche Park	Slope stabilization	\$5,000	City of Boyne City MDNR	2015
Sunset Park	Extend break wall to south end of property, install canoe/kayak ranks and launch, remove and fill pipe.	\$30,000	City of Boyne City MDNR	2015
BC-Char Trail	Develop multi-use trail connection from City to Young State Park	\$100,000	City of Boyne City MDNR MDOT	2015
Veterans Park	Remodel river mouth bathroom	\$50,000	City of Boyne City MDNR	2015
Rotary Park	Install split rail fence along west parking lot by ball fields and install safety net	\$5,000	City of Boyne City	2015
Riverside Park	Develop canoe/kayak launch area	\$2,000	City of Boyne City	2015
Peninsula Beach	Landscape pump station	\$7,000	City of Boyne City	2015
North Boyne Beach	Extend drain pipe and cover and install rock	\$12,000	City of Boyne City	2015

Boyne City Recreation Plan 2015

Goals and Action Program

Dog Park	Construct pavilion	\$20,000	City of Boyne City MDNR	2015
Avalanche Park	Develop ski trails and interpretive nature trails	\$25,000	City of Boyne City MDNR	2016
Boyne City to Boyne Falls Trail	Develop multi-use trail from Boyne City to Boyne Falls	\$750,000	City of Boyne City Boyne Fall Twp MDNR	2016
Riverside Park	Develop picnic site and replant and restore shoreline, apply topsoil and seed.	\$5,000	City of Boyne City	2016
Veterans Park	Additional bike racks and trash receptacles	\$5,000	City of Boyne City	2016
Veterans Park	Walkway lighting	\$20,000	City of Boyne City	2016
Tannery Park	Replenish sand on beach, extend drain, install canoe launch	\$4,000	City of Boyne City Tipp of the Mitt	2016
Riverside Park	Install signage	\$5,000	City of Boyne City	2016
Peninsula Beach	Install irrigation around old water dept building and add horse shoe pits	\$15,000	City of Boyne City	2016
Veterans Park	Update and remodel pavilion	\$750,000	City of Boyne City MDNR	2017
Sunset Park	Install furnishings	\$10,000	City of Boyne City	2017
Veterans Park	Bury utilities, paving curbing and drainage improvements	\$100,000	City of Boyne City MDNR	2017
Riverside Park	Develop trails and walks throughout park	\$10,000	City of Boyne City MDNR	2017
Avalanche Park	Pave parking lot	\$80,000	City of Boyne City MDNR	2018
Rotary Park	Pave parking lot and walking trails	\$40,000	City of Boyne City MDNR	2018
Waterfront	Develop expand public beach areas	\$50,000	City of Boyne City MDNR	2018
Veterans Park	Pedestrian walkway along lake, extend waterfront sidewalk from marina to north side of City hall	\$10,000	City of Boyne City MDNR	2019
Avalanche Park	Install mid slope boardwalk	\$50,000	City of Boyne City MDNR	2019
Rotary Park	Develop new ball diamond	\$60,000	City of Boyne City MDNR	2019

ANNUALLY				
City Wide	Beach improvements and maintenance	\$1,000	City of Boyne City	Annual
City Wide	Improve bike paths	\$5,000	City of Boyne City	Annual
City Wide	Grills and Tables	\$1,000	City of Boyne City	Annual
City Wide	Tree replacement Program	\$5,000	City of Boyne City	Annual
City Wide	Upgrade road ends	\$2,000	City of Boyne City	Annual
Avalanche Park	Building fund	\$10,000	City of Boyne City	Annual
Avalanche Park	Trim and chip trails	\$10,000	City of Boyne City	Annual

Other goals the Parks and Recreation Commission have suggested are important include;

1. Adopt a comprehensive park rules and policies for exclusive party use.
2. Adopt a signage program.
3. Adopt a maintenance program to enable maintenance personnel to project replacement of equipment and apparatus.
4. Identify small parcels for neighborhood playgrounds.
5. Identify waterfront lands for acquisition and use by public.
6. Establish active communication with the Main Street Board and the Planning Commission.
7. Extend the open hours for the bathrooms
8. Encourage community events and attractions such as art exhibits and historical attractions.
9. Provide support for youth water safety and recreation programs.
10. Development of marina space and facilities for water safety and sailing instruction programs.
11. Support development of the Boyne Trail from Boyne City to Boyne Falls.
12. Support bike path along Boyne City – Charlevoix Road to US31.

Long Term Recommendations

Long term recreation projects which the City is interested in include development of a complete pathway between Sunset Park, at the mouth of the Boyne River and Lake Charlevoix, along the Boardwalk to Old City Park, across East Street, and along the River to Riverside Park. Eventually, this path system could be extended to reach out towards Dam Road, in Boyne Valley Township.

Another long term project is to begin to develop ideas for the future development of the old City Dump, located north of Boyne City, in Evangeline Township. This is an 80 acre parcel of land, approximately 20 percent of which is still forested. Several ideas for active and passive uses have been discussed regarding this property, including development of a municipal golf course, soccer fields, cross country ski trails, and a sportsman’s club.

Continued improvements at Rotary Park is also a ongoing long range goal. Some future improvements to the park include the installation of dugouts, irrigation for all the fields paving the tennis courts and paving the parking areas for each of the playing fields.

Other facilities that are long range goals for the community are an indoor ice rink and indoor pool. The development of additional neighborhood parks and tot lots is also a long term recommendation as these amenities benefit local residents of specific neighborhoods.

An ongoing dedication to the maintenance of the parks and park system is also a long term recommendation. It is recognized by the City that a robust maintenance program helps preserve and extend life of City recreation assets and is a critical component to the long term stability of a parks and recreation system.