



**CITY COUNCIL**

August 4, 2014

1. Call to Order - 7:00 P.M. - City Hall Council Chambers
2. Recitation - Pledge of Allegiance to the Flag of the United States of America
3. Roll Call
4. Public Hearing
  - (a) Public hearing to receive comments concerning the City's proposed Rental Rehabilitation Program Grant
  - (b) Public hearing to receive comments concerning the Sunset Square feasibility grant request
5. Consent Agenda - Adoption of a proposed resolution that would confirm approval of the following:
  - (a) July 21, 2014 regular session City Council meeting minutes
  - (b) Acknowledge receipt of a report concerning certain administrative transactions since July 21, 2014
6. Miscellaneous Public Comments
7. City Manager Updates
8. Old Business
  - (a) Adoption of a proposed resolution that approve the Rental Rehabilitation Program Grant
  - (b) Adoption of a proposed resolution that approve the Sunset Square feasibility grant request
  - (c) Second reading and possible adoption of a proposed ordinance that would amend Sections 2.1, 6.1, 7.1 and 8.2 and Tables 5, 6, 7 and 8 of the City of Petoskey Sign Ordinance
9. City Council Comments
10. Adjournment



# City of Petoskey

# Agenda Memo

**BOARD:** City Council

**MEETING DATE:** August 4, 2014      **DATE PREPARED:** July 25, 2014

**AGENDA SUBJECT:** MSHDA Rental Rehabilitation Program Grant

**RECOMMENDATION:** That the City Council adopt the proposed resolution

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Summary. The enclosed Resolution would authorize the submittal and, if approved, acceptance of a Michigan State Housing Development Authority (MSHDA) Rental Rehab program grant in the amount of \$489,700. These funds would be utilized to assist in the refurbishment of seven (7) existing residential units at 414 and 418 Waukazoo Avenue and construction of six (6) new units at 316 E. Lake Street and would include any third party administration costs. City Council previously adopted a similar resolution for the Waukazoo properties, but a revised Rental Rehab application is going to be submitted including the Lake Street units as well.

Background. As part of the Downtown Strategic Plan, increasing the number and quality of upper-story downtown residential units has been an identified goal within Petoskey's downtown. A key tool, identified by City staff, to further this goal is MSHDA's Rental Rehabilitation program. The Rental Rehab program provides up to \$25,000 per existing downtown residential unit, and \$40,000 for each new residential unit.

The 414 and 418 Waukazoo Avenue properties were formally incorporated into the Downtown Development Authority district in 2013. Both buildings would undergo extensive interior and exterior renovations in conjunction with the rehabilitation of the residential units. The property owners have been working with local architect Rick Neumann, and have also secured Historic Tax Credits toward the rehabilitation of the 418 Waukazoo property, which would house a financial services business on the first floor.

New to the submittal will be the request for Rental Rehab funding to create six (6) new upper story units at 316 E. Lake Street. According to the historical Sandborn Maps, this building had formerly been the National Hotel (1890) and the Hotel Franklin (1929) and currently houses the business Items in one storefront with a second storefront currently under renovation. The upper stories have remained vacant for many years.

Rental Rehabilitation Program. MSHDA's Rental Rehabilitation program is designed to improve investor-owned properties and spur economic development in Michigan downtown areas. Funding for the program flows thru local units of government, which is intended to have a positive impact on the vitality of downtown business districts thru the presence of quality residential units in downtown areas.

51% of the residential units that utilize Rental Rehabilitation funds will have to be rented to persons of low to moderate income (less than \$36,750 for one person) for the first tenant only, up to a period of five years. The Rental Rehabilitation program functions as a grant to the property owner if these income standards for rental units are satisfied.

at  
Enclosure



Resolution No. \_\_\_\_\_

WHEREAS, the City of Petoskey wishes to encourage the upgrading of downtown residential units and housing conditions for its low income residents; and

WHEREAS, the City of Petoskey is committed to Fair Housing, and will work to ensure that all housing programs comply fully with all state, federal and local Fair Housing laws; and

WHEREAS, the City Manager or his designee will ensure that Fair Housing Information is available to the public, and will refer Fair Housing complaints or concerns to the Michigan Department of Civil Rights, HUD, and notify MSHDA of any complaint or concern; and

WHEREAS, the City will not deny housing or a contract to an applicant or contractor based on his or her race, color, national origin, religion, age, sex, marital status, familial status, or handicap, and will not retaliate against persons raising concerns regarding discrimination; and

WHEREAS, the City of Petoskey City Council wishes to submit an application under the Community Development Block Grant (CDBG) for the Downtown Rental Rehabilitation Program through the Michigan State Housing Development Authority (MSHDA); and

WHEREAS; the City of Petoskey City Council held a public hearing on the request for Downtown Rental Rehabilitation Program funding for seven (7) existing units and six (6) new units within the Downtown Development Authority Boundary.

NOW THEREFORE BE IT RESOLVED, that the City of Petoskey City Council authorizes the City Manager to apply to the Rental Rehabilitation Program for the amount of \$489,700 for funding through the Michigan State Housing Development Authority and to take all necessary steps to execute agreements necessary to receive and redistribute funds through the Rental Rehabilitation Program.

Roll Call Vote:

Yeas:

Nays:

Absent:

State of Michigan )  
County of Emmet ) ss  
City of Petoskey )

I, Alan Terry, Clerk of the City of Petoskey, do hereby certify that the foregoing is a true copy of a resolution adopted by the City Council of the City of Petoskey on the 4<sup>th</sup> day of August, 2014, and of the whole thereof.

In witness whereof, I have hereunto set my hand and affixed the corporate seal of said City of Petoskey this 4<sup>th</sup> day of August, 2014.

\_\_\_\_\_  
Alan Terry, City Clerk



**BOARD:** City Council

**MEETING DATE:** August 4, 2014                      **PREPARED:** July 30, 2014

**AGENDA SUBJECT:** Grant Application - Sunset Square Feasibility Study

**RECOMMENDATION:** That City Council adopt the three proposed Resolutions

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Background. Elias Amash of LAC Enterprises, owner of the Sunset Square property is seeking a grant covering a portion of the costs to perform a feasibility study that would determine if a hotel/conference center is financially viable for the developmental property. The request is being made to the Michigan Economic Development Corporation through their Community Development Block Grant Program (CBDG). The total project amount is \$25,250 with a grant request of \$12,500 and the remaining \$12,750 funded by the owner.

The grant applicant would be the City of Petoskey, with all project costs borne by the owner who would be partially reimbursed by the grant amount, which is passed through the City. The first part of the process was to submit a Community Development Part I Application that provides basic information about the project which has received preliminary approval.

Process. City Council scheduled a public hearing for August 4, 2014 as the next step in the grant process and Northern Lakes Economic Alliance (NLEA) will have two representatives present at that hearing. Jan Kellogg will provide information regarding the Community Development Block Grant and Tom Erhart will provide information regarding the proposed study project, as Mr. Amash will be unable to attend. The public hearing should begin following their presentations, so the public and Council have an opportunity to learn more about the grant and feasibility study project.

The grant requires the local unit of government's approval of a Community Development Plan for purposes of the CBDG process, which acts as a shortened version of the City's Master Plan. The enclosed Plan was prepared by NLEA staff, reviewed by the City Planner and per Amy Tweeten's review, the information is in-line with the City's Master Plan and includes some updated statistics.

The grant also requires the appointment of an individual to execute necessary grant documents as well as an Environmental Review Officer. An environmental review is not required for a feasibility study, so the only duty of the Officer is to sign a form stating the project is exempt. If a review was necessary it would be a review of the environmental impact of a specifically proposed project on the Community. The enclosed resolution would appoint the Interim City Manager as the authorized individual to sign all documents.

Action. Council consider adoption of the enclosed three separate resolutions that would;

1. Authorize submittal of the grant application and related forms.
2. Approve the Community Development Plan for purposes of the CBDG grant.
3. Appoint the Interim City Manager as the Certifying Officer and Environmental Review Officer.

at  
Enclosures

## Section 5 – Authorizing Resolution

WHEREAS, The City of Petoskey is the applicant for funding from the Michigan Economic Development Corporation (MEDC) under the Michigan Community Development Block Grant (CDBG) program. The grant will be used to help fund the “Sunset Square Feasibility Study”, and

WHEREAS, The application request is for \$12,500 from the CDBG program, with \$12,750 local match, and

WHEREAS, The proposed project is consistent with the "City of Petoskey's Comprehensive Plan", which serves as Petoskey's local community development plan for this project, as described in the Part 2 Application, and

WHEREAS, At least 51 percent of the beneficiaries of this proposed project will be low and moderate income persons, and

WHEREAS, No project costs (CDBG and non-CDBG) will be incurred prior to a formal grant award, completion of the environmental review procedures and a formal, written authorization to incur costs from the CDBG Project Manager,

NOW THEREFORE, BE IT RESOLVED, That the Petoskey City Council hereby authorizes the submittal of a Michigan CDBG Application for the "Sunset Square Feasibility Study" , and

BE IT FURTHER RESOLVED, That Alan Terry, Petoskey's Acting City Manager, is hereby authorized to sign the required Application forms and the Grant Agreement.

I HEREBY CERTIFY, That the foregoing Resolution was adopted at a meeting of the Petoskey City Council on August 4, 2014.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Alan Terry, Clerk-Treasurer  
City of Petoskey

\_\_\_\_\_  
Yeas

\_\_\_\_\_  
Nays

\_\_\_\_\_  
Absent

## **City of Petoskey CDBG Community Development Plan**

### **Introduction**

This document serves to supplement the “City of Petoskey Master Plan – Blueprint Petoskey” of 2009, for purposes of applying for funding through the Michigan Community Development Block Grant Program (CDBG). The CDBG Program requires that all applications assess both overall community development and housing needs, including the needs of low and moderate income persons. This document will address the required issues not already addressed in the City’s Master Plan.

### **Community Development and Housing Needs**

“Chapter 1 – Issues and Opportunities” in the “City of Petoskey Master Plan – Blueprint Petoskey” summarizes the public input received as a part of their planning process, population trends and forecasts and overall community goals and objectives.

Statistics found in that Chapter indicate that the City of Petoskey’s population has remained at a fairly stable level over the past several decades. The amount of population increase expected in the future will depend on the success of redeveloping commercial or industrial sites or increasing the density of existing commercial/residential areas. With the nation-wide popularity of living in traditional downtowns, the City may be able to increase population through the development or renovation of upstairs downtown housing.

The City is the shopping and service center for the entire County, and beyond, into other counties. Emmet County and Bear Creek Township (immediately adjacent to Petoskey) have been growing quite steadily over the past several years. Between 2000 and 2010, for example, Emmet County grew by 4% and Bear Creek Township by 17.7%, at a time when many other Michigan communities had lost population<sup>1</sup>.

Like many northern Michigan communities, Petoskey has a significant percentage of older residents. In 2010, the median age was 39.8 years, which was an increase of 1.1% from the 2000 Census. These figures do not count the large number of older people who are seasonal residents in Petoskey (and surrounding communities) in the summer months.

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<sup>1</sup> 2010 Decennial Census, U.S. Bureau of the Census

Reliable updated income figures are not currently available for smaller communities, like Petoskey. The most updated income data for Petoskey reported a median family income figure of \$63,640, with a margin of error of +/- \$15,363.<sup>2</sup> Going back to the 2000 Census (the latest figures available), the City of Petoskey had a median household income of \$33,657, which was 20% less than the County's figure of \$40,222.<sup>3</sup> While Petoskey has the reputation as being a fairly wealthy community, data from 2000 showed that 6.6% of the City's families and 12% of the individuals had incomes less than the poverty level. The County's figures were 4.5% and 7.4% respectively, during that year. While these numbers are not extremely high, it does indicate that there is a significant population of lower income residents in the community.

In 2010, of the City's total housing units, 24.4% of them were considered "vacant". Of the vacant units, however, 60.8% were seasonal housing units. The City is home to Bay Harbor a large resort community. Deducting the seasonal housing, the City's homeowner vacancy rate was 6.8% in 2010, while the rental vacancy rate was 8.6%. These vacancy rates indicate that in 2010, there was enough owner-occupied and renter housing units to meet the current population.

Compared to County, the City has a high percentage of renter-occupied housing units (47.2% of the total housing units in 2010). During that same year, Emmet County had only 25.8% renter-occupied units. Bear Creek Township also has a high percentage of rental units (35.4% of the total units in 2010). While exact figures are not available, there are several affordable multi-family rental unit developments in both Petoskey and Bear Creek Township. It seems unlikely that low to moderate income people have much difficulty finding affordable rental units within the City or nearby, at least at the present time.

Although recent data is not available, the 2000 Census shows that the City has a high percentage of older housing units (those built prior to 1960). In 2000, over half (52.9%) of the City's housing units were built before 1960; 35% of them were built prior to 1940.<sup>4</sup> While this information does not reveal the condition of these housing units, given their age it is safe to assume that at least some of them are in need of rehabilitation.

In summary, these statistics reveal that Petoskey has a relatively large number of seasonal and older residents. Because Petoskey is a regional shopping and service area, as well as popular with tourists and seasonal residents, there are a large number of lower-income jobs available in local restaurants and with other service sector employers. Some of these lower-income workers reside in the many affordable rental

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<sup>2</sup> 2008-2012 American Community Survey 5-year Estimates, U.S. Bureau of the Census

<sup>3</sup> 2000 Decennial Census, U.S. Bureau of the Census

<sup>4</sup> 2000 Decennial Census, U.S. Bureau of the Census

units found in the City and nearby Bear Creek Township. Without doing an in-depth housing study, there seems to be enough rental and owner-occupied housing units available within the City to meet the needs of lower income and other residents. Considering that many of the existing housing units over 50 years old, there may be several units in need of rehabilitation.

### **Potential Long-Term Activities to Address Needs and Problems<sup>5</sup>**

- Guide development and redevelopment in a manner that will maintain high quality living and working environments for current and future residents.
- Maintain the distinct character of the Petoskey area through the preservation of open space, historic architecture and small town scale.
- Encourage new business development that provides well-paying jobs, shopping and entertainment opportunities for residents and visitors of the Petoskey area.
- Promote the development of a transportation network that provides facilities for residents of all ages and abilities.
- Encourage continued rehabilitation and revitalization of existing commercial areas and neighborhoods.
- Preserve, protect and enhance open space corridors and environmentally-sensitive lands.
- Explore opportunities for shared-services and consolidated facilities with adjoining townships.
- Ensure housing choices for different age groups and income levels.
- Provide high quality and cost-effective services to City residents, customers and visitors.
- Balance land use decisions for the best overall community outcome.

### **Contemplated Short-Term Activities to Address Needs<sup>6</sup>**

- Explore public purchase and private donation of façade easements and air rights for significant community structures.
- Promote the use of federal and state rehabilitation tax credits to encourage historically accurate rehabilitation projects.
- Work with the Little Traverse Historical Society to develop exhibits and events that promote community heritage.
- Develop the Greenway Corridor Plan improvements through Pennsylvania Park to include use of a passenger trolley and a multi-use trail.
- Develop/compile informational resources to promote/advocate for appropriated historic building renovations.

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<sup>5</sup> Excerpt from the “City of Petoskey Master Plan – Blueprint Petoskey” 2009

<sup>6</sup> Same as above



- Work with the Crooked Tree Arts Council (CTAC) on the development of any needed ancillary facilities for cultural performances.
- Assist in the dissemination of cultural event information such as a Web-based community calendar.
- Work with the CTAC to identify locations and funding for public art throughout the community.
- Explore the possibility of a “percent for art” ordinance to provide annual funding for public art.
- Complete and implement the City’s Wellhead Protection Plan.
- Implement the City 2008-2012 Parks and Recreation Master Plan and update every five years.
- Seek additional intergovernmental agreements with adjoining communities to protect open space.
- Continue to implement the Little Traverse Bay Watershed Protection Plan in conjunction with the Little Traverse Bay Watershed Protection Project Advisory Committee and the Tip of the Mitt Watershed Council.
- Incorporate Winter City considerations into updated ordinances, public works projects and park design.
- Work with the Michigan Public Power Association (MPPA) and other jurisdictions to develop and utilize alternative, renewable energy resources.
- Develop a City energy policy.
- Accelerate neighborhood and corridor tree-planting to enhance the tree canopy of neighborhoods; Use native species where feasible.
- Install state-of-the-art drinking water and waste water infrastructure.
- Develop a City Sustainability Plan that incorporates goals, strategies and indicators of how the four sustainability objectives will be addressed in the City.
- Seek additional intergovernmental agreements with adjoining communities to provide the most efficient and cost-effective delivery of public services and facilities.
- Update the City’s Capital Improvements Program in order to effectively plan for facility improvements and manage debt capacity for large projects.
- Update and Implement the sidewalk maintenance and installation plan.
- Extend Atkins Road westerly to connect to Howard Street.
- Connect Howard Street to Standish Avenue via Grimes Avenue right of way or other route that would not require an additional river crossing for access to traffic from the south.
- Realign Jackson Street to intersect with Greenwood Road at Charlevoix Avenue and signalize the intersection.

- Create a US 31 Corridor Improvement Authority to develop and implement a plan for landscaping, traffic calming and pedestrian crossing improvements to the West Mitchell Street Corridor. Also explore an Authority along the Charlevoix Ave and Spring Street Corridors.
- Extend McDougal Road north to intersect with Northmen Drive.
- Develop/maintain a roadway pavement standards program based on functional classifications. Evaluate the program with respect to necessary programming and budget on a regular basis.
- Explore possibilities of a Little Traverse Bay ferry for commuters and visitors.
- Work with area organizations, schools and businesses to create events such as “Walk or Bike to School Day”.... to promote alternatives to automobile travel...
- Install bike racks community wide.
- Develop an incentive program to promote use of North Central Michigan College (NCMC) parking lot for downtown employees in the summer.
- Work with schools to develop a “walking school bus” for children as an alternative to having parents drive children to school.
- Continue to work jointly with area communities to develop a regional multi-modal transportation system.
- Designate on-street bike routes.
- Develop a housing plan that addresses the needs of the service industry including part-year employees, young families and the elderly.
- Investigate the creation of a local historical district for all or parts of East Mitchell National Register District and other neighborhoods, to ensure historical integrity of neighborhoods is maintained.
- Develop landlord resources such as tenant screening assistance, revolving loan fund for building improvements and management assistance.
- Develop a program for residents who wish to establish neighborhood associations.
- Work with MDOT to improve pedestrian amenities along US 31 and 131.
- Promote and facilitate the development of residential uses of upper stories in the Urban Core/Central Business District.
- Work with organizations such as the Northern Homes Community Development Corp. to develop affordable housing options within the City.
- Implement the 2007 Petoskey Downtown Blueprint.
- Work with area local governments, businesses and organizations to develop community-wide Broadband communications.
- Work with the Chamber of Commerce to support further development and growth of small, entrepreneurial businesses and retention/attraction of young professionals.

- Work with the Northern Michigan Regional Hospital, area physicians and the Northern Lakes Economic Alliance (NLEA) to promote medial-related business opportunities.
- Work with CTAC and area arts groups to grow the arts community into a larger tourist draw.
- Work with NLEA and the Chamber of Commerce on business and industry retention efforts.
- Develop Winter City events to increase activity for the tourist economy.
- Create redevelopment concept plans for former industrial sites that will enhance neighborhoods with a mix of housing and business incubator spaces.
- Continue to upgrade infrastructure and streetscapes of neighborhood commercial areas while protecting the predominantly residential character.
- Work with educational institutions to ensure quality local education and life-long learning opportunities.
- Construct roadway projects that will improve access to NCMC and the Northern Michigan Regional Hospital.
- Work with NCMC on development of a university center at the Petoskey campus.
- Continue to develop a multi-modal transportation system including improvements to roads, trails, sidewalks and rail infrastructure that will support and enhance economic development.
- Continue to work with the Harbor Springs Airport Authority and Pellston Regional Airport to ensure access to the area for business and visitors.
- Develop and adopt a zoning ordinance that incorporates community-wide form standards and architectural standards where needed.
- Work with existing businesses to identify needs and expansion possibilities.
- Expand the use of shared facilities and the coordination of services provided by local governments and education institutions.
- Continue to support regional organizations that enhance the area quality of life
- Expand the use of intergovernmental service agreements when new or existing development in one jurisdiction may be most efficiently and cost-effectively served by another entity's facilities.
- Establish a District Library.
- Explore the use of a joint corridor TIFA with adjoining townships for US 31 North and South and US 131 South.
- Explore the formation of a regional housing authority.
- Explore the creation of a regional recreational authority.

### **Effect of the CDBG Project on the City of Petoskey**

This project will fund a feasibility study regarding constructing a hotel/conference center (and other potential retail and residential components) on the Sunset Square site in downtown Petoskey. The project will consist of contracting with a qualified consultant to undertake the study. The study will help identify the need for such a facility and other components, the size and scope of the market gap and assist the property owner in identifying how to proceed. This is only a study, but if the results show that such a facility is feasible, it is expected that a facility will be built on the site within about two years. If such a facility is built, the jobs created at the facility will be made available to low to moderate income people.

### **Plan for Minimizing Displaced Persons and Assistance to Displaced Persons**

No businesses, non-profit organizations, home owners or tenants will be temporarily or permanently relocated because of this project.

## Motion to Approve

### City of Petoskey CDBG Community Development Plan

Motion by \_\_\_\_\_, supported by \_\_\_\_\_, to approve the City of Petoskey CDBG Community Development Plan, as presented, to serve as the "Community Development Plan" for purposes of applying for Community Development Block Grant funding from the Michigan Economic Development Corporation.

AYE:

NAY:

ABSTAIN:

ABSENT:

Motion declared adopted.

*I, Alan Terry, Clerk-Treasurer of the City of Petoskey, hereby certify that the above is a true and complete copy of proceedings taken at a regular meeting of the City of Petoskey City Council held on August 4, 2014 and that said was held in accordance with the Open Meetings Act 267 of the Public Acts of Michigan 1976.*

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Alan Terry  
Clerk-Treasurer  
City of Petoskey

## Motion to Approve

### Appointment of Certifying Officer and Environmental Review Officer

Motion by \_\_\_\_\_, supported by \_\_\_\_\_, to appoint Alan Terry, Acting City Manager, as the Certifying Officer and Environmental Review Officer for the environmental assessment required in conjunction with the "Sunset Square Feasibility Study" project. Funding for this project is being sought through a Community Development Block Grant from the Michigan Economic Development Corporation.

AYE:

NAY:

ABSTAIN:

ABSENT:

Motion declared adopted.

*I, Alan Terry, Clerk-Treasurer of the City of Petoskey, hereby certify that the above is a true and complete copy of proceedings taken at a regular meeting of the City of Petoskey City Council held on August 4, 2014 and that said was held in accordance with the Open Meetings Act 267 of the Public Acts of Michigan 1976.*

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Alan Terry  
Clerk-Treasurer  
City of Petoskey



# City of Petoskey

## Agenda Memo

**BOARD:** City Council

**MEETING DATE:** August 4, 2014

**PREPARED:** July 30, 2014

**AGENDA SUBJECT:** Consent Agenda Resolution

**RECOMMENDATION:** That the City Council approve this proposed resolution

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The City Council will be asked to adopt a resolution that would approve the following consent agenda items:

- (1) Draft minutes of the July 21, 2014 regular session City Council meeting; and
- (2) Acknowledge receipt of a report from the City Manager concerning all checks that have been issued since July 21 for contract and vendor claims at \$964,832.06, intergovernmental claims at \$376,765.49, and the July 31 payroll at \$185,097.23 for a total of \$1,526,694.78.

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Enclosures



## CITY COUNCIL

July 21, 2014

A regular meeting of the City of Petoskey City Council was held in the City Hall City Council Chambers, Petoskey, Michigan, on Monday, July 21, 2014. This meeting was called to order at 7:00 P.M.; then, after a recitation of the Pledge of Allegiance to the Flag of the United States of America, a roll call then determined that the following were

Present: William Fraser, Mayor  
Kate Marshall, City Councilmember  
John Murphy, City Councilmember  
Grant Dittmar, City Councilmember  
Jeremy Wills, City Councilmember

Absent: None

Also in attendance were Acting City Manager, Alan Terry, City Planner Amy Tweeten, Downtown Director Becky Goodman, City Attorney James Murray and Administrative Assistant Sarah Bek.

Resolution No. 18796  
Approve Consent Agenda Items

Following introduction of the consent agenda for this meeting of July 21, 2014, City Councilmember Wills moved that, seconded by City Councilmember Marshall adoption of the following resolution:

BE IT RESOLVED that the City Council does and hereby confirms that the draft minutes of the July 7, 2014 regular-session City Council meeting be and are hereby approved; and

BE IT FURTHER RESOLVED that receipt by the City Council of a report concerning all checks that had been issued since July 7 for contract and vendor claims at \$1,046,766.42, intergovernmental claims at \$61,512.93, and the July 17 payroll at \$214,226.19, for a total of \$1,322,505.54 be and is hereby acknowledged.

Said resolution was adopted by the following vote:

AYES: Marshall, Murphy, Dittmar, Wills, Fraser (5)  
NAYS: None (0)

Hear Public Comment

Mayor Fraser asked for public comments and heard from Mark Thompson, 1528 Willis Avenue, who commented on emergency services billing and thanked

Council for not approving these services since it has been an issue for another area community.

Hear City Manager Updates

The Acting City Manager reported that the US-31 project was winding down; curb work would be done this week; asphalt starting on side streets and milling on highway would begin Sunday with hopes to be completed by next Wednesday; that the epoxy overlay coating for the Mitchell Street bridge will begin August 4; that Arlington Avenue work is progressing with an anticipated completion date by the end of August; that the sensor for the stop light at MacDonald Drive was taken out so difficult for traffic to turn left; that Jennings Avenue project is progressing and should be completed within three weeks; and that 15 of the 16 vacation rental applications have permits completed.



City Councilmembers inquired why the east side sidewalk was closed; if the underside of the bridge was completed; if new asphalt will come up to bridge; when the islands would be filled; if the meeting occurred between MDOT and City staff opposing the widening of US-31; if staff new the reason MDOT is changing highway to four lanes instead of two; and if the milling machine for US-31 project is the same for Jennings Avenue.

In response to Council questions the Acting City Manager responded that the underside of the bridge was complete; that asphalt would come all the way up to the bridge; islands would be filled sometime this week; that MDOT and City staff met July 8 concerning widening of US-31 and plans have not been finalized, but that a round-about at Mitchell Street has been removed; and that the Jennings Avenue milling machine is not the same one used for the US-31 project.

Resolution No. 18797 – Confirm  
Non-Profit Organization

The Acting City Manager reviewed that the Friends of the Petoskey Public Library, as administrator of raffle drives requested Council's verification as part of future fund-Raising events. State statutes require that not-for-profit organizations that seek gaming licenses receive from the legislative boards of local units of government in communities where they are located certifications that such organizations do in fact operate locally.

Council was being asked to confirm that the Friends of the Petoskey Public Library is a local not-for-profit organization that is known by the City. The approved resolution would be submitted to the Michigan Bureau of the Lottery, Charitable Gaming Division, Lansing, with future applications for gaming licenses that would permit this organization to conduct future fundraising raffles.

City Councilmember Marshall moved that, seconded by City Councilmember Dittmar adoption of the following resolution:

WHEREAS, local governmental units are required to certify status of local non-profit organizations that seek permission of the Michigan Bureau of the Lottery, Charitable Gaming Division, to conduct certain types of fundraising campaigns that require issuing of gaming licenses; and

WHEREAS, the Friends of the Petoskey Public Library, Petoskey, has requested that the City recognize it as a non-profit organization that operates within the community for the purpose of administrating gaming licenses that would permit a raffle and future fundraising events, the proceeds from which would benefit the individual affiliate conducting the event:

NOW, THEREFORE, BE IT RESOLVED that the City of Petoskey City Council does and hereby certifies that the Friends of the Petoskey Public Library, Petoskey, is a recognized non-profit organization that operates within the Petoskey community.

Said resolution was adopted by the following vote:

AYES: Marshall, Murphy, Dittmar, Wills, Fraser (5)  
NAYS: None (0)

First Reading of Proposed Ordinance  
Amending Sign Ordinance

The Acting City Manager reviewed changes and additions to the proposed ordinance and that the Planning Commission Sign Committee has been working on amendments to the Sign Ordinance for the past year. The proposed changes all pertain to questions or difficulties that have arisen in the administration and enforcement of the ordinance, or as changes that the Committee felt needed to be made to minimize sign clutter.

The Planning Commission then reviewed and amended further the proposed amendments at its March 20 and May 8 meetings and held a public hearing on the amendments at its June 12 meeting. The Planning Commission then moved to recommend the proposed ordinance changes to City Council.

At their July 7, 2014 meeting, City Council made revisions to Section 6.1(7) of the proposed ordinance amendment. The City Attorney determined the revisions were substantive enough to require another first reading of the proposed ordinance.

**1. Section 2.1 Definitions**

There are three proposed definition changes, two are amending current definitions for improved clarity (“Ground-floor Wall Area” and “Historic Sign”) and one is a new definition (“Mural”). The Planning Commission does not believe that murals, as public art, should be regulated by the sign ordinance, so a definition has been created and if a mural meets the definition, would not be regulated by the ordinance. The Commission does believe, however, that there should be a defined review process for murals and other public art and this should be established by City Council.

**2. Section 6.1 Permitted Permanent Signs (Do not require permits)**

6.1(3) Commemorative Signs. The proposed language places a size restriction to these wall-mounted historical markers, requires historical proof, and exempts architectural features such as corner stones or date stones.

6.1(7) Council amended the proposed ordinance on July 7, 2014 to read “Murals on a non-street and non-park facing wall subject to staff review that there is no commercial purpose or message included.” Based on Council’s motion, staff recommended that verbiage from the Sign Ordinance dealing with sign maintenance be inserted in Section 6.1(7) that reads “Murals shall be maintained by all times in a safe condition and kept in good repair.” After the City Attorney reviewed, staff further refined both the definition of a mural and the language in Section 6.1(7).

**3. Section 7.1 On-premise Signs Requiring a Permit**

The majority of changes to this section are adding the requirements for the two newly-adopted zoning districts (B-2A and B-2B), which will be the same as the B-2 Central Business District, to the relevant tables.

However, there is also a reduction in the allowance for free-standing signs in the B-3, I-1 and I-2 Districts from 15 feet in height and 40 square feet to 8 feet in height and 30 square feet. This change came out of the discussion of the signs at the new Big Boy and McDonald’s.

The Commission feels that the current standard for the B-3A and B-3B (8 feet/30 square feet) is a more appropriate size for free-standing signs in the community, rather than the current standard. However, the Commission is recommending one change for buildings that have four or more tenants (proposed Section 7.1(5)(d)). In this situation, an applicant could request a larger sign, but not to exceed 42 Square feet.

The Commission is also recommending a change to Section 7.1(3) Promotional Event Signs that would eliminate the ability for a not-for-profit organization to request a longer display period. The Sign Committee experience in reviewing these signs has been that they simply add to community clutter.

**4. Section 8.2 Special Condition Signs**

There are three changes proposed to the Special Condition Sign Provisions: additional detail on what qualifies as an historic sign and the creation of sign regulations for institutional uses (schools, churches, hospital) in residential districts. These uses are allowed by the zoning ordinance, but not addressed in the sign ordinance.

City Councilmembers discussed what is good repair; consequences if ordinance is violated; responsibility of mural goes with building owner; who oversees approval of mural; what the definition of facing means; discussed if murals could be in parking lots or designated park land; and how murals are used to make some areas more attractive.

The City Planner reviewed the definition of facing and gave an example of the Sky's the Limit mural and that it is not facing Michigan Street, but can be seen from the street.

Mayor Fraser asked for public comments and heard from those in favor of removing murals from the sign ordinance process; that it simplifies the review and permitting process; should have less restrictions on what types of art can be installed; that ordinance language of mural content is poorly written; that public art should be in public places; if the mural on Emmet Street would need to be painted over; and if murals are allowed in alleys.

The City Attorney reviewed that the sign ordinance is not grandfathered in like other zoning amendments. The City Planner noted that signs are supposed to be in compliance, but historically have not been required to conform until they are altered or repaired.

Mayor Fraser reported that this was a first reading of the proposed ordinance and that no action would be taken until the next regular meeting.

Resolution No. 18798 – Schedule Public  
Hearing for Rental Rehab Grant

The Acting City Manager reviewed that in November of 2013, City Council adopted a resolution authorizing the acceptance of a Michigan State Housing Development Authority (MSHDA) Rental Rehab program grant in the amount of \$192,500 to assist in the refurbishment of seven existing residential units at 414 and 418 Waukazoo Street. Due to delays in the project progress, the grant was not issued. The property owner is now ready to proceed with the project, requiring a public hearing to be held before action is taken on the grant request. Staff recommended that a public hearing be scheduled for August 4, 2014, when a resolution authorizing acceptance of Rental Rehab program funds will be presented.

As part of the Downtown Strategic Plan, increasing the number and quality of upper-story downtown residential units has been an identified goal within Petoskey's downtown. A key tool, identified by City staff, to further this goal is MSHDA's Rental Rehabilitation program. The Rental Rehab program provides up to \$25,000 per existing downtown residential unit, and \$35,000 for each new residential unit.

Although immediately proximate to traditional downtown storefronts, the 414 and 418 Waukazoo properties were formally incorporated into the Downtown Development Authority district in 2013. Both buildings would undergo extensive interior and exterior renovations in conjunction with the rehabilitation of the residential units. The property owners have been working with local architect Rick Neumann, and have also secured Historic Tax Credits toward the rehabilitation of the 418 Waukazoo property, which would house a financial services business on the first floor.

MSHDA's Rental Rehabilitation program is designed to improve investor-owned properties and spur economic development in Michigan downtown areas. Funding for the program flows thru local units of government, which is intended to have a positive impact on the vitality of downtown business districts thru the presence of quality residential units in downtown areas.

51% of the residential units that utilize Rental Rehabilitation funds will have to be rented to persons of low to moderate income (less than \$36,750 for one person) for the first tenant only, up to a period of five years. The Rental Rehabilitation program functions as a grant to the property owner if these income standards for rental units are satisfied.

City Councilmembers inquired on the difference in grant amounts from the approved resolution in 2013; and the Acting City Manager responded that the correct grant amount is \$497,500.

Mayor Fraser asked for public comments and heard an inquiry if the Waukazoo properties had been sold; and the Acting City Manager responded that they had not been sold.

City Councilmember Marshall moved that, seconded by City Councilmember Wills adoption of the following resolution:

WHEREAS, the City of Petoskey, City Council in November 2013 authorized the acceptance of a Michigan State Housing Development Authority (MSHDA) Rental Rehabilitation Program Grant in the amount of \$192,500; and

WHEREAS, due to delays in the process, the owner is now ready to proceed with the rehabilitation project; and

WHEREAS, MSHDA requires a public hearing to receive comment on the proposed Rental Rehabilitation Program Grant:

NOW, THEREFORE, BE IT RESOLVED that the City of Petoskey City Council does and hereby schedules a public hearing for 7:00 P.M., Monday, August 4, 2014, at the City Hall, to receive comments concerning the City's proposed Rental Rehabilitation Program Grant.

Said resolution was adopted by the following vote:

AYES: Marshall, Murphy, Dittmar, Wills, Fraser (5)

NAYS: None (0)

Resolution No. 18799 – Schedule Public Hearing for Sunset Square Grant Study The Acting City Manager reviewed that Elias Amash of LAC Enterprises, owner of the Sunset Square property, is seeking a grant covering a portion of the costs to perform a feasibility study that would determine if a hotel/conference center is financially viable for the development property. The request is being made to the Michigan Economic Development Corporation through their Community Development Block Grant Program. The total project amount is \$25,250 with a grant request of \$12,500 and the remaining \$12,750 funded by the owner.

The grant applicant would be the City of Petoskey, with all project costs borne by the owner who would be partially reimbursed by the grant amount, which is passed through the City. The first part of the process was to submit a Community Development Part I Application that provides basic information about the project which received preliminary approval. The next step requires City Council to schedule and hold a public hearing regarding the project and grant request and subsequent approval of a resolution agreeing to the terms and conditions of the grant.

The grant request is being made with the assistance of the Northern Lakes Economics Alliance (NLEA). Additional information regarding the grant request would be made available for the public hearing and NLEA staff will also be available, at that meeting, to answer questions. The owner has received three proposals from consultants to perform the hotel/conference center feasibility study.

City Councilmember Murphy moved that, seconded by City Councilmember Wills adoption of the following resolution:

WHEREAS, LAC Enterprises has acquired property in Petoskey's downtown that encompasses an entire block and is completely undeveloped; and

WHEREAS, the owner would like to proceed with a feasibility study to determine the viability of a hotel/conference center on the site; and

WHEREAS, the Michigan Economic Development Corporation oversees a Community Development Block Grant Program that would make eligible the costs for the study to be partially covered with grant proceeds; and

WHEREAS, the City of Petoskey as the grant applicant is agreeable to a feasibility study being performed for the site and as part of the grant requirements a public hearing must be held to receive comments regarding the proposed project:

NOW, THEREFORE, BE IT RESOLVED that the City of Petoskey City Council does and hereby schedules a public hearing for 7:00 P.M., Monday, August 4, 2014, at the City Hall, to receive comments concerning the City's proposed Community Development Block Grant request, which if approved, would cover a portion of the costs for a feasibility study of the Sunset Square property as a hotel/conference center.

Said resolution was adopted by the following vote:

AYES: Marshall, Murphy, Dittmar, Wills, Fraser (5)

NAYS: None (0)

Hear Council Comments

it was a very successful experience; City Councilmember Murphy encouraged participation at next week's Ward and City Conventions.

Mayor Fraser asked for Council comments and City Councilmember Wills commented that he hosted four Finnish gals for Voices without Borders program and that

There being no further business to come before the City Council, this July 21, 2014, meeting of the City Council adjourned at 8:00 P.M.

W.J. Fraser, Mayor

Alan Terry, City Clerk-Treasurer

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
07/14	07/18/2014	63521	STATE OF MICHIGAN - MOTOR FUEL	101-090-643.010	1,667.40
07/14	07/23/2014	63522	ALEXANDER CHEMICAL CORPORATION	592-640-663.000	767.11
07/14	07/23/2014	63522	ALEXANDER CHEMICAL CORPORATION	592-691-663.000	11,659.65
07/14	07/23/2014	63523	AMERICAN WASTE	101-770-802.000	610.00
07/14	07/23/2014	63523	AMERICAN WASTE	582-547-775.000	175.00
07/14	07/23/2014	63523	AMERICAN WASTE	592-691-806.000	332.00
07/14	07/23/2014	63524	APPARATUS CENTRAL REPAIR	661-540-933.000	1,114.40
07/14	07/23/2014	63525	AT&T	101-770-850.000	66.24
07/14	07/23/2014	63525	AT&T	582-597-850.000	126.68
07/14	07/23/2014	63525	AT&T	592-634-850.000	425.75
07/14	07/23/2014	63525	AT&T	592-705-850.000	130.32
07/14	07/23/2014	63525	AT&T	592-699-920.000	64.03
07/14	07/23/2014	63526	AT&T LONG DISTANCE	582-595-850.000	5.70
07/14	07/23/2014	63527	BSN SPORTS INC.	101-774-753.120	770.82
07/14	07/23/2014	63528	BWB LLC	204-448-802.000	437.00
07/14	07/23/2014	63528	BWB LLC	203-469-802.000	473.00
07/14	07/23/2014	63529	CCP INDUSTRIES INC.	582-547-775.000	433.94
07/14	07/23/2014	63530	CENTRAL HYDRAULICS INC.	661-540-933.000	77.16
07/14	07/23/2014	63531	CHEMCO PRODUCTS INC.	592-691-663.000	7,842.00
07/14	07/23/2014	63532	CINTAS CORPORATION	592-685-727.000	46.58
07/14	07/23/2014	63532	CINTAS CORPORATION	582-597-932.000	36.16
07/14	07/23/2014	63532	CINTAS CORPORATION	661-540-725.000	36.16
07/14	07/23/2014	63533	CONSUMERS ENERGY	592-699-920.000	154.67
07/14	07/23/2014	63533	CONSUMERS ENERGY	592-634-920.000	7,855.24
07/14	07/23/2014	63533	CONSUMERS ENERGY	592-699-920.000	89.51
07/14	07/23/2014	63533	CONSUMERS ENERGY	592-699-920.000	93.38
07/14	07/23/2014	63533	CONSUMERS ENERGY	592-699-920.000	64.81
07/14	07/23/2014	63533	CONSUMERS ENERGY	592-699-920.000	120.93
07/14	07/23/2014	63533	CONSUMERS ENERGY	592-699-920.000	95.96
07/14	07/23/2014	63533	CONSUMERS ENERGY	592-699-920.000	55.92
07/14	07/23/2014	63533	CONSUMERS ENERGY	592-699-920.000	357.18
07/14	07/23/2014	63533	CONSUMERS ENERGY	592-699-920.000	676.42
07/14	07/23/2014	63533	CONSUMERS ENERGY	202-475-920.000	104.14
07/14	07/23/2014	63534	DERRER OIL CO.	661-540-751.000	2,745.48
07/14	07/23/2014	63534	DERRER OIL CO.	518-539-881.000	235.26
07/14	07/23/2014	63535	EMMET COUNTY PLANNING	101-730-802.000	75.00
07/14	07/23/2014	63536	EMMET COUNTY TREASURER	101-215-802.000	3,985.66
07/14	07/23/2014	63537	ENVIRONMENTAL RESOURCE ASSOC.	592-692-801.000	509.22
07/14	07/23/2014	63538	FOCHTMAN CARQUEST OF PETOSKEY	101-789-775.000	77.47
07/14	07/23/2014	63538	FOCHTMAN CARQUEST OF PETOSKEY	101-770-775.000	174.28
07/14	07/23/2014	63538	FOCHTMAN CARQUEST OF PETOSKEY	101-345-775.000	102.55
07/14	07/23/2014	63538	FOCHTMAN CARQUEST OF PETOSKEY	101-774-775.000	116.47
07/14	07/23/2014	63538	FOCHTMAN CARQUEST OF PETOSKEY	204-784-775.000	22.58
07/14	07/23/2014	63538	FOCHTMAN CARQUEST OF PETOSKEY	592-685-779.000	7.54
07/14	07/23/2014	63538	FOCHTMAN CARQUEST OF PETOSKEY	661-010-111.000	149.59
07/14	07/23/2014	63538	FOCHTMAN CARQUEST OF PETOSKEY	661-540-730.000	204.43
07/14	07/23/2014	63538	FOCHTMAN CARQUEST OF PETOSKEY	661-540-751.000	2,361.42
07/14	07/23/2014	63538	FOCHTMAN CARQUEST OF PETOSKEY	661-540-933.000	288.40
07/14	07/23/2014	63538	FOCHTMAN CARQUEST OF PETOSKEY	661-540-931.000	37.07
07/14	07/23/2014	63538	FOCHTMAN CARQUEST OF PETOSKEY	592-675-775.000	22.03
07/14	07/23/2014	63539	GALLS LLC	661-540-933.000	206.84
07/14	07/23/2014	63540	GOOD SAM RV TRAVEL GUIDE	101-773-729.000	2,582.40

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
07/14	07/23/2014	63541	GREAT LAKES ENERGY	592-634-920.000	66.83
07/14	07/23/2014	63541	GREAT LAKES ENERGY	592-699-920.000	88.25
07/14	07/23/2014	63541	GREAT LAKES ENERGY	101-345-920.100	342.65
07/14	07/23/2014	63541	GREAT LAKES ENERGY	592-634-920.000	64.02
07/14	07/23/2014	63542	GREAT LAKES PIPE & SUPPLY	101-773-775.000	264.60
07/14	07/23/2014	63542	GREAT LAKES PIPE & SUPPLY	101-773-977.000	65.61
07/14	07/23/2014	63542	GREAT LAKES PIPE & SUPPLY	101-265-932.000	46.53
07/14	07/23/2014	63542	GREAT LAKES PIPE & SUPPLY	101-770-775.000	100.73
07/14	07/23/2014	63542	GREAT LAKES PIPE & SUPPLY	101-789-775.000	200.00
07/14	07/23/2014	63542	GREAT LAKES PIPE & SUPPLY	592-698-775.000	11.17
07/14	07/23/2014	63542	GREAT LAKES PIPE & SUPPLY	592-676-775.000	144.63
07/14	07/23/2014	63542	GREAT LAKES PIPE & SUPPLY	592-675-775.000	134.48
07/14	07/23/2014	63542	GREAT LAKES PIPE & SUPPLY	582-010-158.000	49.68
07/14	07/23/2014	63543	HACH COMPANY	592-692-775.000	831.06
07/14	07/23/2014	63544	HARBOR FENCE COMPANY	101-770-977.000	822.08
07/14	07/23/2014	63545	HARBOR HOUSE PUBLISHERS	101-774-880.000	550.00
07/14	07/23/2014	63546	INFORMATION SYSTEMS	101-773-775.000	1,049.54
07/14	07/23/2014	63546	INFORMATION SYSTEMS	101-345-805.000	180.00
07/14	07/23/2014	63547	INTEGRITY BUSINESS SOLUTIONS	518-539-802.100	15.98
07/14	07/23/2014	63548	K & J SEPTIC SERVICE LLC	101-774-775.000	185.00
07/14	07/23/2014	63548	K & J SEPTIC SERVICE LLC	101-770-802.000	360.00
07/14	07/23/2014	63549	KARLABORATORIES INC.	592-692-801.000	3,945.25
07/14	07/23/2014	63550	KSS ENTERPRISES	101-266-775.000	42.90
07/14	07/23/2014	63550	KSS ENTERPRISES	101-770-775.000	128.70
07/14	07/23/2014	63550	KSS ENTERPRISES	592-693-775.000	57.12
07/14	07/23/2014	63551	LITTLE TRAVERSE HISTORICAL SOCIETY	101-101-727.000	40.00
07/14	07/23/2014	63552	LOWERY UNDERGROUND SERVICE	582-547-802.000	960.00
07/14	07/23/2014	63552	LOWERY UNDERGROUND SERVICE	582-010-158.000	728.00
07/14	07/23/2014	63552	LOWERY UNDERGROUND SERVICE	582-010-158.000	749.00
07/14	07/23/2014	63552	LOWERY UNDERGROUND SERVICE	582-010-158.000	12,944.00
07/14	07/23/2014	63553	MEAD & HUNT INC.	592-675-775.000	1,120.00
07/14	07/23/2014	63554	METTLER TOLEDO	592-692-802.000	399.46
07/14	07/23/2014	63555	MEYER ACE HARDWARE	101-266-775.000	31.43
07/14	07/23/2014	63555	MEYER ACE HARDWARE	101-345-775.000	44.76
07/14	07/23/2014	63555	MEYER ACE HARDWARE	101-773-931.000	19.99
07/14	07/23/2014	63555	MEYER ACE HARDWARE	101-773-977.000	26.98
07/14	07/23/2014	63555	MEYER ACE HARDWARE	101-770-775.000	340.96
07/14	07/23/2014	63555	MEYER ACE HARDWARE	101-265-932.000	52.58
07/14	07/23/2014	63555	MEYER ACE HARDWARE	101-730-775.000	199.96
07/14	07/23/2014	63555	MEYER ACE HARDWARE	101-773-775.000	37.14
07/14	07/23/2014	63555	MEYER ACE HARDWARE	101-774-726.000	3.99
07/14	07/23/2014	63555	MEYER ACE HARDWARE	101-789-775.000	236.25
07/14	07/23/2014	63555	MEYER ACE HARDWARE	101-266-932.000	7.28
07/14	07/23/2014	63555	MEYER ACE HARDWARE	271-540-725.000	33.97
07/14	07/23/2014	63555	MEYER ACE HARDWARE	280-739-881.000	7.47
07/14	07/23/2014	63555	MEYER ACE HARDWARE	518-539-802.100	10.26
07/14	07/23/2014	63555	MEYER ACE HARDWARE	582-547-775.000	4.57
07/14	07/23/2014	63555	MEYER ACE HARDWARE	582-597-932.000	19.99
07/14	07/23/2014	63555	MEYER ACE HARDWARE	582-595-730.000	96.89
07/14	07/23/2014	63555	MEYER ACE HARDWARE	592-685-779.000	70.97
07/14	07/23/2014	63555	MEYER ACE HARDWARE	592-676-775.000	9.16
07/14	07/23/2014	63556	MICHIGAN PIPE & VALVE	202-469-775.000	45.00

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
07/14	07/23/2014	63556	MICHIGAN PIPE & VALVE	203-469-775.000	45.00
07/14	07/23/2014	63557	NORTH CENTRAL LABORATORIES	592-692-775.000	443.98
07/14	07/23/2014	63558	NORTH COUNTRY CYCLE SPORT	101-789-775.000	25.98
07/14	07/23/2014	63559	NORTHERN MICHIGAN REVIEW INC.	101-215-802.000	413.20
07/14	07/23/2014	63559	NORTHERN MICHIGAN REVIEW INC.	101-774-775.000	16.67
07/14	07/23/2014	63559	NORTHERN MICHIGAN REVIEW INC.	101-773-931.000	16.67
07/14	07/23/2014	63559	NORTHERN MICHIGAN REVIEW INC.	101-789-931.000	16.66
07/14	07/23/2014	63559	NORTHERN MICHIGAN REVIEW INC.	101-400-727.000	84.70
07/14	07/23/2014	63559	NORTHERN MICHIGAN REVIEW INC.	101-730-802.000	46.20
07/14	07/23/2014	63560	OUDBIER INSTRUMENT COMPANY	592-693-802.000	4,850.00
07/14	07/23/2014	63561	PETOSKEY ROTARY CLUB	101-345-957.000	235.25
07/14	07/23/2014	63562	PLEASANTVIEW TOWNSHIP	701-040-274.000	1,745.35
07/14	07/23/2014	63563	PLUNKETT COONEY	101-210-802.000	9,774.20
07/14	07/23/2014	63563	PLUNKETT COONEY	101-209-802.000	2,560.50
07/14	07/23/2014	63564	PORT SUPPLY	101-789-775.000	44.96
07/14	07/23/2014	63565	ROB'S ELECTRIC INC.	101-789-802.000	900.00
07/14	07/23/2014	63566	SHORELINE POWER SERVICES INC.	592-693-802.000	1,882.07
07/14	07/23/2014	63566	SHORELINE POWER SERVICES INC.	592-700-802.000	2,258.17
07/14	07/23/2014	63566	SHORELINE POWER SERVICES INC.	592-698-802.000	519.08
07/14	07/23/2014	63567	STAPLES ADVANTAGE	101-345-727.000	15.28
07/14	07/23/2014	63567	STAPLES ADVANTAGE	101-201-727.000	10.95
07/14	07/23/2014	63567	STAPLES ADVANTAGE	101-770-775.000	62.99
07/14	07/23/2014	63567	STAPLES ADVANTAGE	101-010-158.000	338.52
07/14	07/23/2014	63568	SYNAGRO CENTRAL LLC	592-691-806.000	60,057.60
07/14	07/23/2014	63569	SYSCO OF GRAND RAPIDS	101-266-963.000	325.50
07/14	07/23/2014	63569	SYSCO OF GRAND RAPIDS	582-597-932.000	101.46
07/14	07/23/2014	63569	SYSCO OF GRAND RAPIDS	592-685-775.000	125.90
07/14	07/23/2014	63570	TRAUTMANN & KNAPP	592-693-802.000	450.00
07/14	07/23/2014	63571	TROXEL, TODD	101-345-956.000	60.91
07/14	07/23/2014	63572	WITTE, CHARLES	202-469-802.000	3,993.00
07/14	07/23/2014	63572	WITTE, CHARLES	101-774-775.000	360.00
07/14	07/30/2014	63586	AFLAC	701-000-230.180	475.33
07/14	07/30/2014	63587	ACH-CHILD SUPPORT	701-000-230.160	1,053.79
07/14	07/30/2014	63588	ACH-EFTPS	701-000-230.100	20,615.16
07/14	07/30/2014	63588	ACH-EFTPS	701-000-230.200	11,104.86
07/14	07/30/2014	63588	ACH-EFTPS	701-000-230.200	11,104.86
07/14	07/30/2014	63588	ACH-EFTPS	701-000-230.200	2,597.17
07/14	07/30/2014	63588	ACH-EFTPS	701-000-230.200	2,597.17
07/14	07/30/2014	63589	ACH-ICMA 457	701-000-230.700	4,946.85
07/14	07/30/2014	63590	AIRGAS USA LLC	661-540-730.000	67.95
07/14	07/30/2014	63591	ATCHISON PAPER AND SUPPLY	271-540-725.000	129.55
07/14	07/30/2014	63592	BALLARD'S PLUMBING & HEATING	101-266-802.000	76.00
07/14	07/30/2014	63593	BARTA, LEE	101-774-753.120	60.00
07/14	07/30/2014	63594	BELLEROC TIRE/GAYLORD 058	661-540-931.000	1,495.00
07/14	07/30/2014	63595	BLUE CARE NETWORK	101-215-719.000	1,593.78
07/14	07/30/2014	63595	BLUE CARE NETWORK	101-228-719.000	1,169.15
07/14	07/30/2014	63595	BLUE CARE NETWORK	101-345-719.000	24,393.46
07/14	07/30/2014	63595	BLUE CARE NETWORK	101-265-719.000	1,058.93
07/14	07/30/2014	63595	BLUE CARE NETWORK	204-481-719.000	5,147.52
07/14	07/30/2014	63595	BLUE CARE NETWORK	518-539-719.000	977.22
07/14	07/30/2014	63595	BLUE CARE NETWORK	582-595-719.000	1,794.18
07/14	07/30/2014	63595	BLUE CARE NETWORK	592-705-719.000	3,220.05



GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
07/14	07/30/2014	63595	BLUE CARE NETWORK	592-685-719.000	3,220.05
07/14	07/30/2014	63596	CHAR-EM UNITED WAY	701-000-230.800	61.55
07/14	07/30/2014	63597	CHARTER COMMUNICATIONS	592-705-850.000	114.15
07/14	07/30/2014	63597	CHARTER COMMUNICATIONS	582-595-850.000	109.98
07/14	07/30/2014	63598	CITY TREAS. FOR DOWNTOWN	703-040-239.000	5,207.40
07/14	07/30/2014	63598	CITY TREAS. FOR DOWNTOWN	703-040-233.000	382.32
07/14	07/30/2014	63599	CITY TREAS. FOR GENERAL FUND	703-040-230.213	70,532.61
07/14	07/30/2014	63599	CITY TREAS. FOR GENERAL FUND	703-040-230.213	4,495.45
07/14	07/30/2014	63599	CITY TREAS. FOR GENERAL FUND	703-040-240.000	9,148.96
07/14	07/30/2014	63600	CITY TREAS. FOR LIBRARY FUND	703-040-231.213	30,164.73
07/14	07/30/2014	63601	CITY TREAS. FOR R.O.W.	703-040-229.213	35,474.00
07/14	07/30/2014	63602	CITY TREAS. FOR TIFA FUND	703-040-230.213	95,781.54
07/14	07/30/2014	63602	CITY TREAS. FOR TIFA FUND	703-040-230.213	48,173.59
07/14	07/30/2014	63602	CITY TREAS. FOR TIFA FUND	703-040-229.213	10,738.54
07/14	07/30/2014	63602	CITY TREAS. FOR TIFA FUND	703-040-231.213	6,105.98
07/14	07/30/2014	63602	CITY TREAS. FOR TIFA FUND	703-040-222.213	60,560.37
07/14	07/30/2014	63603	CMU PUBLIC BROADCASTING	280-739-905.000	1,000.00
07/14	07/30/2014	63604	COBB, LARRY	101-774-753.120	60.00
07/14	07/30/2014	63605	COLWELL WANGEMAN CONSTRUCTION	101-266-802.000	2,850.00
07/14	07/30/2014	63606	DELTA DENTAL	101-172-719.000	25.25
07/14	07/30/2014	63606	DELTA DENTAL	101-201-719.000	845.62
07/14	07/30/2014	63606	DELTA DENTAL	101-441-719.000	186.54
07/14	07/30/2014	63606	DELTA DENTAL	101-345-719.000	665.23
07/14	07/30/2014	63606	DELTA DENTAL	204-481-719.000	784.55
07/14	07/30/2014	63606	DELTA DENTAL	592-705-719.000	648.65
07/14	07/30/2014	63607	DEMCO	271-540-727.000	115.72
07/14	07/30/2014	63608	DERRER OIL CO.	661-540-751.000	3,449.36
07/14	07/30/2014	63609	DIGITAL HIGHWAY INC.	592-685-727.000	30.33
07/14	07/30/2014	63610	DOERNENBURG, COURTNEY	101-774-753.120	100.00
07/14	07/30/2014	63611	DOUGLASS SAFETY SYSTEMS LLC	101-345-805.000	75.00
07/14	07/30/2014	63612	DTE ENERGY	101-266-924.000	45.49
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07/14	07/30/2014	63612	DTE ENERGY	101-345-920.100	82.21
07/14	07/30/2014	63612	DTE ENERGY	101-265-924.000	65.07
07/14	07/30/2014	63612	DTE ENERGY	101-773-924.000	97.71
07/14	07/30/2014	63612	DTE ENERGY	101-770-924.000	30.00
07/14	07/30/2014	63612	DTE ENERGY	101-265-924.000	47.95
07/14	07/30/2014	63612	DTE ENERGY	582-597-924.000	31.62
07/14	07/30/2014	63612	DTE ENERGY	592-634-920.000	29.18
07/14	07/30/2014	63612	DTE ENERGY	592-634-920.000	38.97
07/14	07/30/2014	63612	DTE ENERGY	592-690-920.000	446.88
07/14	07/30/2014	63612	DTE ENERGY	592-690-920.000	3,166.09
07/14	07/30/2014	63612	DTE ENERGY	271-540-924.000	79.43
07/14	07/30/2014	63612	DTE ENERGY	592-699-920.000	29.18
07/14	07/30/2014	63612	DTE ENERGY	592-634-920.000	38.97
07/14	07/30/2014	63612	DTE ENERGY	592-634-920.000	32.44
07/14	07/30/2014	63613	EMMET COUNTY BROWNFIELD	703-040-230.213	12,632.06
07/14	07/30/2014	63613	EMMET COUNTY BROWNFIELD	703-040-230.213	6,353.34
07/14	07/30/2014	63613	EMMET COUNTY BROWNFIELD	703-040-229.213	1,416.25
07/14	07/30/2014	63613	EMMET COUNTY BROWNFIELD	703-040-231.213	805.28
07/14	07/30/2014	63613	EMMET COUNTY BROWNFIELD	703-040-222.213	7,986.97
07/14	07/30/2014	63614	EMMET COUNTY TREASURER	703-040-222.213	44,595.86

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
07/14	07/30/2014	63614	EMMET COUNTY TREASURER	703-040-228.213	139,971.43
07/14	07/30/2014	63615	ETNA SUPPLY	592-010-111.000	22,598.99
07/14	07/30/2014	63615	ETNA SUPPLY	204-010-111.000	137.66
07/14	07/30/2014	63615	ETNA SUPPLY	592-685-802.000	1,112.50
07/14	07/30/2014	63615	ETNA SUPPLY	582-595-802.000	1,112.50
07/14	07/30/2014	63615	ETNA SUPPLY	101-010-158.000	616.45
07/14	07/30/2014	63616	EVERETT GOODRICH TRUCKING INC.	204-010-111.000	5,022.52
07/14	07/30/2014	63617	FACTOR SYSTEMS INC.	101-208-803.000	598.49
07/14	07/30/2014	63618	FLOODMAN LLC	271-540-932.000	3,805.83
07/14	07/30/2014	63619	FORSTER, BRIAN	101-774-753.140	44.65
07/14	07/30/2014	63619	FORSTER, BRIAN	101-774-753.140	385.40
07/14	07/30/2014	63620	FRANCIS, GARY	101-774-753.120	120.00
07/14	07/30/2014	63621	FRYKBERG PHD, RANDY	101-400-956.000	395.00
07/14	07/30/2014	63622	HALEY'S PLUMBING & HEATING	101-789-977.000	352.15
07/14	07/30/2014	63622	HALEY'S PLUMBING & HEATING	101-770-802.000	136.00
07/14	07/30/2014	63622	HALEY'S PLUMBING & HEATING	101-770-775.000	101.44
07/14	07/30/2014	63623	HAMLIN, STEVE	101-774-753.120	30.00
07/14	07/30/2014	63624	HOFFMAN'S SONS, JIM	101-770-802.000	186.10
07/14	07/30/2014	63624	HOFFMAN'S SONS, JIM	101-770-775.000	256.75
07/14	07/30/2014	63624	HOFFMAN'S SONS, JIM	101-730-802.000	177.50
07/14	07/30/2014	63624	HOFFMAN'S SONS, JIM	101-730-775.000	14.04
07/14	07/30/2014	63625	HORIZON BOOKS	271-540-752.100	48.00
07/14	07/30/2014	63625	HORIZON BOOKS	271-540-745.000	11.96
07/14	07/30/2014	63625	HORIZON BOOKS	271-540-752.100	33.00
07/14	07/30/2014	63626	HYDE SERVICES LLC	661-540-931.000	70.52
07/14	07/30/2014	63627	INGRAM LIBRARY SERVICES	271-540-746.000	27.19
07/14	07/30/2014	63627	INGRAM LIBRARY SERVICES	271-540-748.000	104.72
07/14	07/30/2014	63627	INGRAM LIBRARY SERVICES	271-540-745.000	1,297.61
07/14	07/30/2014	63627	INGRAM LIBRARY SERVICES	271-540-749.000	32.47
07/14	07/30/2014	63628	JOHN E. GREEN COMPANY	271-540-802.000	2,060.00
07/14	07/30/2014	63629	JP HEATING OF NORTHERN MICHIGAN	101-345-805.100	446.10
07/14	07/30/2014	63630	LAPPAN'S OF GAYLORD INC.	661-540-931.000	98.27
07/14	07/30/2014	63631	LEE ROOFING INC.	271-540-801.000	388.19
07/14	07/30/2014	63632	LEXISNEXIS RISK DATA MGT	101-208-802.000	50.00
07/14	07/30/2014	63632	LEXISNEXIS RISK DATA MGT	518-539-802.000	50.00
07/14	07/30/2014	63633	MALEC, JOE	101-774-753.120	90.00
07/14	07/30/2014	63634	MCLAREN NORTHERN MICH HOSPITAL	101-345-805.000	60.00
07/14	07/30/2014	63635	MCVEIGH'S TRUCK SPRINGS INC.	661-540-933.000	712.74
07/14	07/30/2014	63636	MICHIGAN TASER	101-345-976.000	11,624.54
07/14	07/30/2014	63637	MIDEASTERN MICHIGAN LIBRARY	271-540-958.000	1,147.00
07/14	07/30/2014	63638	MIDWEST COLLABORATIVE	271-540-801.000	3,646.20
07/14	07/30/2014	63639	MOORE MEDICAL LLC	101-345-976.000	66.76
07/14	07/30/2014	63640	NORTH COUNTRY IT	271-540-801.000	403.75
07/14	07/30/2014	63641	NORTH COUNTRY PUBLISHING CORP.	280-739-905.000	423.00
07/14	07/30/2014	63642	NORTHWEST DESIGN GROUP	101-010-158.000	1,135.50
07/14	07/30/2014	63643	NORTHWESTERN BANK	701-040-274.000	3,168.78
07/14	07/30/2014	63644	ON DUTY GEAR LLC	101-345-775.000	153.05
07/14	07/30/2014	63644	ON DUTY GEAR LLC	101-345-775.000	57.99
07/14	07/30/2014	63645	OVERHEAD DOOR COMPANY	101-345-805.100	421.00
07/14	07/30/2014	63646	PARKMOBILE USA INC.	518-539-802.000	738.15
07/14	07/30/2014	63647	PERSONAL GRAPHICS INC.	280-540-238.000	260.28
07/14	07/30/2014	63647	PERSONAL GRAPHICS INC.	280-540-242.100	238.68

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
07/14	07/30/2014	63647	PERSONAL GRAPHICS INC.	518-539-935.000	46.00
07/14	07/30/2014	63648	PETOSKEY PUBLIC SCHOOLS	703-040-236.213	257,926.70
07/14	07/30/2014	63648	PETOSKEY PUBLIC SCHOOLS	703-040-237.213	42,898.07
07/14	07/30/2014	63648	PETOSKEY PUBLIC SCHOOLS	703-040-237.213	30,776.47
07/14	07/30/2014	63648	PETOSKEY PUBLIC SCHOOLS	703-040-237.213	10,755.83
07/14	07/30/2014	63649	PHILLIPS, DAN	101-774-753.120	90.00
07/14	07/30/2014	63650	POLLUTION CONTROL SERVICES	592-691-806.000	2,250.00
07/14	07/30/2014	63650	POLLUTION CONTROL SERVICES	592-697-802.000	2,250.00
07/14	07/30/2014	63651	POWER LINE SUPPLY	582-010-111.000	9,297.48
07/14	07/30/2014	63651	POWER LINE SUPPLY	582-547-775.000	1,574.20
07/14	07/30/2014	63651	POWER LINE SUPPLY	582-549-775.000	247.08
07/14	07/30/2014	63652	RECORDED BOOKS LLC	271-540-749.000	469.00
07/14	07/30/2014	63653	REID, MICHAEL	101-228-850.000	90.19
07/14	07/30/2014	63653	REID, MICHAEL	101-228-850.000	90.19
07/14	07/30/2014	63653	REID, MICHAEL	101-228-956.000	32.04
07/14	07/30/2014	63653	REID, MICHAEL	101-228-727.000	56.00
07/14	07/30/2014	63654	RESCO	582-010-111.000	23,201.85
07/14	07/30/2014	63655	RIETH-RILEY CONSTRUCTION CO	101-770-977.000	16.95
07/14	07/30/2014	63656	ROSTAR PROFESSIONAL CONCRETE	204-448-802.000	806.40
07/14	07/30/2014	63657	SCHMIDT, MIKE	101-774-753.120	60.00
07/14	07/30/2014	63658	SHAW, GRANT	271-540-801.000	400.00
07/14	07/30/2014	63659	SHERRARD, KAREN	271-540-725.000	13.78
07/14	07/30/2014	63659	SHERRARD, KAREN	271-540-753.000	6.09
07/14	07/30/2014	63659	SHERRARD, KAREN	271-540-746.000	10.00
07/14	07/30/2014	63659	SHERRARD, KAREN	271-540-860.000	8.00
07/14	07/30/2014	63659	SHERRARD, KAREN	271-540-958.100	57.84
07/14	07/30/2014	63659	SHERRARD, KAREN	271-540-958.200	18.15
07/14	07/30/2014	63660	SIGN & DESIGN	280-739-881.000	324.50
07/14	07/30/2014	63660	SIGN & DESIGN	518-539-904.000	139.50
07/14	07/30/2014	63661	SIMON, RICK	101-774-753.120	60.00
07/14	07/30/2014	63662	SMITH, EDWARD J	101-774-753.120	225.00
07/14	07/30/2014	63663	STATE OF MI. DEPT. OF	101-789-751.000	100.00
07/14	07/30/2014	63664	STORAGE BATTERY SYSTEMS LLC	582-547-775.000	1,030.00
07/14	07/30/2014	63665	SUN LIFE FINANCIAL	101-172-719.000	76.98
07/14	07/30/2014	63665	SUN LIFE FINANCIAL	101-201-719.000	99.19
07/14	07/30/2014	63665	SUN LIFE FINANCIAL	101-208-719.000	34.94
07/14	07/30/2014	63665	SUN LIFE FINANCIAL	101-228-719.000	34.58
07/14	07/30/2014	63665	SUN LIFE FINANCIAL	101-209-719.000	36.69
07/14	07/30/2014	63665	SUN LIFE FINANCIAL	101-215-719.000	84.49
07/14	07/30/2014	63665	SUN LIFE FINANCIAL	101-400-719.000	42.92
07/14	07/30/2014	63665	SUN LIFE FINANCIAL	101-441-719.000	131.52
07/14	07/30/2014	63665	SUN LIFE FINANCIAL	101-345-719.000	739.36
07/14	07/30/2014	63665	SUN LIFE FINANCIAL	101-265-719.000	43.29
07/14	07/30/2014	63665	SUN LIFE FINANCIAL	101-266-719.000	19.29
07/14	07/30/2014	63665	SUN LIFE FINANCIAL	101-730-719.000	3.04
07/14	07/30/2014	63665	SUN LIFE FINANCIAL	101-770-719.000	117.48
07/14	07/30/2014	63665	SUN LIFE FINANCIAL	101-773-719.000	9.70
07/14	07/30/2014	63665	SUN LIFE FINANCIAL	101-774-719.000	62.37
07/14	07/30/2014	63665	SUN LIFE FINANCIAL	101-789-719.000	15.56
07/14	07/30/2014	63665	SUN LIFE FINANCIAL	204-481-719.000	973.85
07/14	07/30/2014	63665	SUN LIFE FINANCIAL	271-540-719.000	162.90
07/14	07/30/2014	63665	SUN LIFE FINANCIAL	582-595-719.000	274.79

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
07/14	07/30/2014	63665	SUN LIFE FINANCIAL	592-705-719.000	126.58
07/14	07/30/2014	63665	SUN LIFE FINANCIAL	592-685-719.000	178.49
07/14	07/30/2014	63666	SUPERIOR ASPHALT PAVING INC.	592-675-802.000	2,856.40
07/14	07/30/2014	63666	SUPERIOR ASPHALT PAVING INC.	592-673-802.000	1,156.25
07/14	07/30/2014	63666	SUPERIOR ASPHALT PAVING INC.	592-698-802.000	57.35
07/14	07/30/2014	63667	TAILOR SHOP, THE	101-345-805.000	24.00
07/14	07/30/2014	63668	TEI LANDMARK AUDIO	271-540-749.000	224.94
07/14	07/30/2014	63669	TRI-TURF	101-774-775.000	403.07
07/14	07/30/2014	63669	TRI-TURF	204-010-111.000	818.24
07/14	07/30/2014	63670	USA BLUE BOOK	661-540-933.000	143.98
07/14	07/30/2014	63671	VAN'S BUSINESS MACHINES	518-539-802.100	532.50
07/14	07/30/2014	63671	VAN'S BUSINESS MACHINES	101-266-775.000	1,474.00
07/14	07/30/2014	63672	WESTON, CHRIS	101-774-753.120	30.00
07/14	07/30/2014	63673	WILDLIFE MANAGEMENT AND	271-540-801.000	468.00
07/14	07/30/2014	63674	WILLSON'S GARDEN CENTER	101-770-775.000	58.00
Grand Totals:					<u>1,338,611.15</u>

## Report Criteria:

Check.Date = 07/18/2014-07/30/2014

Check Number	Date	Name	GL Account	Amount
63573	07/23/2014	BALK, JAMES	101087632000	200.00
63574	07/23/2014	CENCER, DAVE	101087632000	46.00
63575	07/23/2014	CIMAROLLI, MARK & SANDY	101087632000	200.00
63576	07/23/2014	FROELICH, JO	101087634000	50.00
63577	07/23/2014	HALSEY, THOMAS	101087632000	138.00
63578	07/23/2014	HERSHBERGER, BRENT	101087632000	43.00
63579	07/23/2014	LEESTMA, COURTNEY	101087634000	100.00
63580	07/23/2014	MANGUS, BONNIE	101087632000	23.00
63581	07/23/2014	MCFARLANE, DAVID	101087632000	375.00
63582	07/23/2014	RENSHAW, CURT	101087632000	55.00
63583	07/23/2014	SKUPIN, MICHAEL	101087632000	100.00
63584	07/23/2014	THEISEN, MICHAEL	582010158000	100.00
63585	07/23/2014	WESTFALL II, ROBERT	101087632000	25.00
63675	07/30/2014	DAVIS, KATE	582040285000	61.86
63676	07/30/2014	EMERY, DOUGLAS	582040285000	43.06
63677	07/30/2014	FLYNN, BRENDA	101088628070	220.00
63678	07/30/2014	GELINA, GEOFF	101087632000	12.00
63679	07/30/2014	KESHICK, JACOB	582040285000	40.23
63680	07/30/2014	LAHIFF, KAREN	101087632000	25.00
63681	07/30/2014	LOUCKS, GUY OR NANCY	101087632000	154.83
63682	07/30/2014	MCKAY, AMANDA	582040285000	21.48
63683	07/30/2014	RANDLEMAN, TOM	101087632000	14.00
63684	07/30/2014	ROBERTSON, DARLA	101087634000	125.00
63685	07/30/2014	ROBINSON, DENNIS	101087632000	200.00
63686	07/30/2014	SEBERT, MICHELLE	582040285000	14.49
63687	07/30/2014	SMITH, LARRY	101087632000	77.00
63688	07/30/2014	STACKUS, AMBER	582040285000	10.45
63689	07/30/2014	SZAJNECKI, KEITH	592040286000	500.00
63690	07/30/2014	YOUNG, TOM & LAUREL	101087632000	12.00
Grand Totals:				2,986.40



**BOARD:** City Council  
**MEETING DATE:** August 4, 2014 **PREPARED:** July 30, 2014  
**AGENDA SUBJECT:** Sign Ordinance Amendments  
**RECOMMENDATION:** That City Council adopt the proposed ordinance

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Background. The Planning Commission Sign Committee has been working on amendments to the Sign Ordinance for the past year. The proposed changes all pertain to questions or difficulties that have arisen in the administration and enforcement of the ordinance, or as changes that the Committee felt needed to be made to minimize sign clutter.

The Planning Commission then reviewed and amended further the proposed amendments at its March 20 and May 8 meetings and held a public hearing on the amendments at its June 12 meeting. The Planning Commission then moved to recommend the enclosed ordinance changes to City Council. Changes are shaded in grey in the enclosed proposed ordinance.

At their July 7, 2014 meeting City Council made revisions to Section 6.1(7) of the proposed ordinance amendment. The City Attorney determined the revisions were substantive enough to require another first reading of the proposed ordinance. City Council conducted the first reading of the revised sign ordinance amendment at their July 21, 2014 and may take action at the August 4, 2014 meeting.

Summary of Changes.

**1. Section 2.1 Definitions**

There are three proposed definition changes, two are amending current definitions for improved clarity (“Ground-floor Wall Area” and “Historic Sign”) and one is a new definition (“Mural”). The Planning Commission does not believe that murals, as public art, should be regulated by the sign ordinance, so a definition has been created and if a mural meets the definition, would not be regulated by the ordinance. The Commission does believe, however, that there should be a defined review process for murals and other public art and this should be established by City Council.

**2. Section 6.1 Permitted Permanent Signs (Do not require permits)**

6.1(3) Commemorative Signs. The proposed language places a size restriction to these wall-mounted historical markers, requires historical proof, and exempts architectural features such as corner stones or date stones.

6.1(7) Council amended the proposed ordinance on July 7, 2014 to read “Murals on a non-street and non-park facing wall subject to staff review that there is no commercial purpose or message included.” Based on Council’s motion, staff has recommended that verbiage from the Sign Ordinance dealing with sign maintenance be inserted in Section 6.1(7) that reads “Murals shall be maintained by all times in a safe condition and kept in good repair.” After the City Attorney reviewed, staff further refined both the definition of a mural and the language in Section 6.1(7).

### **3. Section 7.1 On-premise Signs Requiring a Permit**

The majority of changes to this section are adding the requirements for the two newly-adopted zoning districts (B-2A and B-2B), which will be the same as the B-2 Central Business District, to the relevant tables. However, there is also a reduction in the allowance for free-standing signs in the B-3, I-1 and I-2 Districts from 15 feet in height and 40 square feet to 8 feet in height and 30 square feet. This change came out of the discussion of the signs at the new Big Boy and McDonald's.

The Commission feels that the current standard for the B-3A and B-3B (8 feet/30 square feet) is a more appropriate size for free-standing signs in the community, rather than the current standard. However, the Commission is recommending one change for buildings that have four or more tenants (proposed Section 7.1(5)(d)). In this situation, an applicant could request a larger sign, but not to exceed 42 Square feet.

The Commission is also recommending a change to Section 7.1(3) Promotional Event Signs that would eliminate the ability for a not-for-profit organization to request a longer display period. The Sign Committee experience in reviewing these signs has been that they simply add to community clutter.

### **4. Section 8.2 Special Condition Signs**

There are three changes proposed to the Special Condition Sign Provisions: additional detail on what qualifies as an historic sign and the creation of sign regulations for institutional uses (schools, churches, hospital) in residential districts. These uses are allowed by the zoning ordinance, but not addressed in the sign ordinance.

Action. Since this is the second reading of the proposed amendment to the sign ordinance, Council may consider taking action.

at  
Enclosure

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE TO AMEND SECTIONS 2.1, 6.1, 7.1 and 8.2 AND TABLES 5, 6, 7,  
AND 8 OF THE CITY OF PETOSKEY SIGN ORDINANCE**

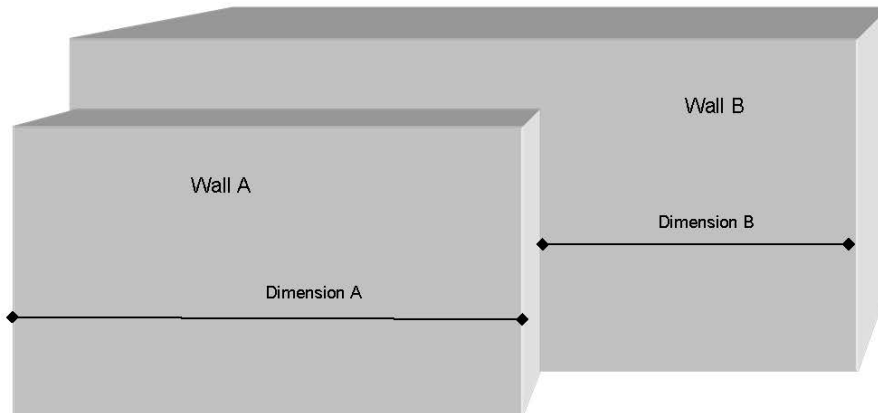
The City of Petoskey ordains:

1. The Text of Section 2.1 of the City of Petoskey Sign Ordinance shall be amended to read as follows.

**(29) Ground-floor Wall Area.** For purposes of this Ordinance, the ground-floor wall area is the width of the wall multiplied by twelve (12) feet, the assumed standard ground-floor wall height. If there is a setback or variation in the building wall, the width of the wall section upon which the sign is placed is what should be used to calculate the allowable ground floor area. Only that portion of a wall that is visible in its entirety from the street or parking lot and not blocked by adjacent buildings or differing wall planes can be used in the calculation (*Figure 6 for a flat wall, Figure 6a for a wall with setback variation*).

**Figure 6a**

Wall area measurement for Wall A is Dimension A x 12 Feet;  
Wall area measurement for Wall B is Dimension B x 12 Feet;



**(31) Historic Sign.** A sign located on a building or site that is determined by the City's Planning Commission, or its designated Sign Committee, to be of historic merit and significance and is an integral element to the historic character of the building or site. Particular consideration shall be given to historic signs on buildings or sites that are listed or fall within a district listed on the National Register of Historic Places (See Figure 7).

**(39) Mural.** A work of decorative art applied on or attached to an exterior wall within public view that does not include graphics or text that can be interpreted as containing commercial advertising or other content intended for commercial purposes.

2. The Text of Section 6.1 of the City of Petoskey Sign Ordinance shall be amended to read as follows.

**6.1(3) Commemorative Signs.** Commemorative signs such as historical markers, memorial plaques or tablets, and the like mounted on buildings that do not exceed one (1) square foot may be approved by staff upon applicant documentation of historic significance. This does not include cornerstones, date stones or other features integral to the building.



Free-standing commemorative signs placed upon public property are subject to review and approval by the local, state or national government with jurisdiction.

**6.1(7) Murals.** Murals subject to staff review that there is no commercial purpose or message included, except no murals are permitted on any structure that faces a public street or public park. Murals shall be maintained at all times in a safe condition and kept in good repair.

3. The Text of Section 7.1 and corresponding Tables of the City of Petoskey Sign Ordinance shall be amended to read as follows.

**7.1(3) Promotional Event Signs.**

Signs for advertising short term sales, promotions or special events, are allowed on private property within the City of Petoskey only under the following conditions:

- a. A permit shall be required to display any promotional event sign. The permit application shall specify dates of display and a mock-up of the proposed sign and sign placement.
- b. Display period cannot exceed 14 days in a 120 day period.
- c. A promotional event sign, whether a banner or other, shall not exceed thirty-two (32) square feet or 20 feet in length; sign may be double-sided.
- d. No more than two (2) signs shall be displayed on any property or parcel at one time and shall not be placed within the vision clearance area as defined in section 1714 of the Zoning Ordinance.
- e. If building mounted, these signs shall be flat wall signs and shall not project above the roof line. If ground-mounted, the top of the sign shall be no more than eight (8) feet above ground level.
- f. Promotional event signs shall be removed within two (2) days of the conclusion of the event.

**7.1(4)(h)** In the B-1, B-2, B-2A, B-2B and OS Zoning Districts, buildings are permitted a maximum of one six (6) square foot, changeable-message-area sign per building entrance to provide upper floor directories, restaurant menus, and the like.

**7.1(5)(d)** A building or plaza with four (4) or more businesses may increase the area of a free-standing sign by six (6) square feet per additional business, not to exceed a maximum sign size of 42 square feet.

<b>Table 5</b>		<b>AREA OF WALL MOUNTED SIGNS</b>		
<i>Zoning District</i>	<i>% of Ground Floor Wall Area on Front Facade</i>	<i>% of Ground Floor Wall Area on Rear Facade</i>	<i>% of Ground Floor Wall Area on Side Facade</i>	
OS, B-1	15%	10%	5%	
B-2, B-2A, B-2B	15%	10%	10%	
B-3, B-3A, B-3B, I1, I2	20%	10%	10%	

<b>Table 6</b>	<b>CHANGEABLE MESSAGE AREA WALL MOUNTED SIGNS</b>	
<i>Zoning District</i>	<i>% of Signable Wall Area</i>	<i>Other</i>
R-1, R-2, R-3, RM-1, RM-2	Not permitted	See permitted Temporary Signs
B-1, B-2, B-2A, B-2B, OS	See item (h) below	See Interior Business Signs
B-3, B-3A, B-3B	30%	

<b>Table 7</b>	<b>FREESTANDING SIGNS</b>	
<i>Zoning District</i>	<i>Maximum Height In Feet</i>	<i>Maximum Sign Area In Square Feet*</i>
OS, B-1, B-2, B-2A, B-2B	8 FT	12 FT <sup>2</sup>
B-3, B-3A, B-3B, I1, I2	8 FT	30 FT <sup>2</sup>

<b>Table 8</b>	<b>FREESTANDING SIGNS</b>
<i>Zoning District</i>	<i>Maximum % Sign Face in Changeable Message</i>
OS, B-1, I1, I2, B-2B	25%
B-3, B-3A, B-3B	40%

4. The Text of Section 8.2(1) of the City of Petoskey Sign Ordinance shall be amended to read as follows.

**(d)** Historic Signs may be maintained, restored, or renovated subject to review of the sign and historic designation. Particular consideration shall be given to historic signs on buildings or sites that are listed or fall within a district listed on the National Register of Historic Places and that can be proven to have been in place a minimum of fifty (50) years having one or more of the following characteristics:

- Associated with historic figures, events or places specific to the City;
- Significant as evidence of the history of the product, business or service advertised;
- Significant as reflecting the history of the building or the development of the historic district; A sign may be the only indicator of a building's historic use;
- Characteristic of a specific historic period, such as gold leaf on glass, neon, or stainless steel lettering;
- Integral to the building's design or physical fabric, as when a sign is part of a storefront made of Carrara glass or enamel panels, or when the name of the historic firm or the date are rendered in stone, metal or tile;

- Removal can harm the integrity of an historic property's design, or cause significant damage to its materials; or
- Local landmarks, that is, signs recognized as popular focal points in the City.

Signs that violate the prohibited category of the ordinance may not be considered for historic designation.

Re-installation of a sign at its historic premises, where the business no longer exists in the specific building, may be approved by the Planning Commission upon application and documentation of information listed above. In no case shall the Planning Commission approve an historic business sign that increases total allowable sign area more than 25%.

**(j)** Non-illuminated, free-standing signs for public, non-profit institutional uses in residential districts shall be reviewed by the Planning Commission but in no case shall a free-standing sign exceed 4 feet in height and 12 square feet in area.

**(k)** Signs for institutional uses in a campus setting shall be reviewed by the Planning Commission for location, number and size. In no circumstance shall free-standing signs exceed ordinance allowances in the B-3A Resort Commercial District, nor shall wall-mounted signs exceed 10% of the front façade wall area nor 5% of the side or rear façades.

5. The various parts, sections and clauses of this Ordinance are hereby declared to be severable. If any part, sentence, paragraph, section, or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of the Ordinance shall not be affected thereby.
6. This Ordinance shall take effect fifteen (15) days following its enactment and shall be published once within seven (7) days after its enactment as provided by Charter.

Adopted, enacted and ordained by the City of Petoskey City Council this \_\_\_\_\_ day of \_\_\_\_\_ 2014.

\_\_\_\_\_  
W.J. Fraser  
Its Mayor

\_\_\_\_\_  
Alan Terry  
Its Clerk