



CITY OF MARINE CITY

Planning Commission Meeting Agenda

Guy Community Center, 260 South Parker Street

Regular Meeting: Monday, May 9, 2022 6:00 PM

1. **CALL TO ORDER**

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL:** Commissioners Graham Allan, William Beutell, Benjamin Heath, Keith Jenken, Madelyn McCarthy, Joseph Moran; City Commissioner William Klaassen; City Manager Holly Tatman

4. **COMMUNICATIONS**

5. **APPROVE AGENDA**

6. **PUBLIC COMMENT** *Anyone in attendance is welcome to address the Planning Commission. Please state name and limit comments to five (5) minutes.*

7. **APPROVE MINUTES**

A. April 11, 2022 Meeting Minutes

8. **UNFINISHED BUSINESS**

A. Vacant Storefronts

B. Master Plan Updates: Zoning Maps

9. **NEW BUSINESS**

A. Cottrellville Annexation Discussion

10. **ADJOURNMENT**

**City of Marine City
Planning Commission Meeting
April 11, 2022**

A regular meeting of the Marine City Planning Commission was held on Monday, April 11, 2022 at 260 South Parker Street, and was called to order by Chairperson Moran at 6:00 pm.

The Pledge of Allegiance was led by Chairperson Moran.

Present: Chairperson Joseph Moran; Commissioners Benjamin Heath, Madelyn McCarthy; Keith Jenken, Graham Allan; City Commissioner William Klaassen; City Manager Holly Tatman; Deputy Clerk Michele Goodrich

Absent: Commissioner William Beutell

Motion by Commissioner Heath, seconded by Commissioner McCarthy to excuse Commissioner Beutell from the meeting. All Ayes. Motion Carried.

Also Present: Building Official Tracy Kallek

Communications

St. Clair County Metro Planning Commission Master Plan Visioning Meetings

Chairperson Moran recommended that the Planning Commission have a representative present at one of the St. Clair County Metro Planning Commission Master Plan Visioning Meetings. Commissioner Heath advised that he could attend the May 4, 2022 meeting.

Motion by Commissioner Allan, seconded by Commissioner Jenken, to receive and file the St. Clair County Metro Planning Commission Master Plan Visioning Meetings communication. All Ayes. Motion Carried.

Approve Agenda

Chairperson Moran requested that New Business 9-A, 6221 King Road-Site Plan Review be moved before Unfinished Business.

Motion by Commissioner Heath, seconded by Commissioner Klaassen, to approve the agenda, as amended. All Ayes. Motion Carried.

Public Comment

None.

Approve Minutes

Motion by Commissioner McCarthy, seconded by Commissioner Jenken, to approve the March 14, 2022 meeting minutes. All Ayes. Motion Carried.

New Business

6221 King Road – Site Plan Review

Chairperson Moran stated that in his memo, Building Official Kallek advised that there were no zoning issues.

Commissioner McCarthy questioned if the Planning Commission would have the opportunity to request sidewalks and landscaping be put in at 6221 King Road. Chairperson Moran responded that the future site plan for renovations would reflect sidewalks and landscaping. He informed Nick Mighion, NBS Construction, and Mike Klemmer, St. Clair County Community Mental Health, that the site would need sidewalks from property line to property line.

Building Official Kallek advised that all building renovations would fall under the standard plan review and that the reason for the current site plan review was for the approval of a temporary rear gravel parking lot.

Nick Mighion, NBS Construction, advised that the anticipated plan was to expand out the back of the building and he did not want to pour a hardscape only to have to tear it out at a later date. He also stated that the adjoining parcel was currently under a purchase agreement and that they were undergoing a feasibility study for future use. He advised that if something fell through with the adjoining parcel then the temporary surface parking lot would be made permanent.

Chairperson Moran questioned if there were any specifications for temporary gravel lots. Building Official Kallek responded that the developers were allowed one year per the

ordinance to complete the job and then clarified that they had one year to get the next building permit in place.

Motion by Commissioner Allan, seconded by Commissioner Heath, to approve a temporary rear gravel parking lot at 6221 King Road. All Ayes. Motion Carried.

Unfinished Business

Vacant Storefronts

Chairperson Moran advised that he would like to add a condition under *Section 158.146 (F) Supplementary Conditions* to include: inconsistent with the zoning.

City Manager Tatman stated that the proposed ordinance was reviewed by Adam Young with Wade Trim and that the City Attorney and Clerk still needed to determine if the City needed to establish a new section within the ordinances. City Manager Tatman also stated that she had spoken with Muskegon, a City that had a vacant storefront ordinance in place, and they recommended to keep a tight timeline. Therefore, City Manager Tatman did not extend the length of time property owners needed to register their vacant buildings to 180 days. She also informed the Board that she made the fines incremental.

Upon finalization of the ordinance placement and numbering, the Vacant Storefront Ordinance would be brought back to the Planning Commission for approval and to set a Public Hearing.

Master Plan Updates: Zoning Maps

City Manager Tatman confirmed with Adam Young that the 2005 Zoning Map was the most recent map for the City of Marine City. She stated that she found three areas that needed to be revised on the Zoning Map: the Nautical Mile District, 242 North Elizabeth and 1769 South Parker.

Commissioner Klaassen questioned the zoning of the property at 6385 King Road, the old K of C property, and stated that churches were permitted in any district; he also stated it looked like spot zoning since it was surrounded by residential properties. City Manager Tatman stated that the City was not spot zoning; the zoning on the property had existed since 2005 according to the Zoning Map. City Manager Tatman questioned changing the zoning to residential since it was clearly a commercial building. City Commissioner Klaassen requested information on the new owner's tax exempt status.

Commissioner McCarthy questioned why there were white parcels within the City and City Manager Tatman responded that the white parcels were Cottrellville Township. She also stated that she would like to approach Cottrellville about annexing the parcels and had been in contact with the City Attorney.

City Commissioner Klaassen questioned the use of Wade Trim as the engineering firm responsible for updating the Zoning Maps. City Manager Tatman advised that Project Control Engineering was used for roads and infrastructure but that Wade Trim was used for ordinance and Zoning Map updates.

Motion by Commissioner Heath, seconded by Commissioner Allan, to recommend to the City Commission that the City approve Wade Trim to update the City's Zoning Maps, in an amount not to exceed \$1400.

Roll Call: Ayes: Jenken, McCarthy, Moran, Heath, Allan. **Nayes:** Klaassen
Motion Carried.

Open Discussion

Chairperson Moran stated that he would like the attorney opinion regarding the annexation of the Cottrellville parcels on the May agenda.

Adjournment

Motion by City Commissioner Allan, seconded by City Commissioner Beutell, to adjourn at 6:37 pm. All Ayes. Motion Carried.

Respectfully submitted,

Michele E. Goodrich
Deputy Clerk

Shannon Adams
City Clerk

CITY OF MARINE CITY
ST. CLAIR COUNTY, MICHIGAN
ORDINANCE NO. 22-02

AN ORDINANCE OF THE CITY OF MARINE CITY, ST. CLAIR COUNTY, MICHIGAN TO ESTABLISH LAND USE TITLE XV, CHAPTER 158, SECTION 149 ET SEQ. ENTITLED "BLIGHT PREVENTION".

THE CITY OF MARINE CITY ORDAINS:

Chapter 158.149 et seq. is hereby established to read as follows:

Section 158.149(1) Purpose.

It is the purpose of this article to prevent, reduce, or eliminate blight by preventing and eliminating contributing factors and causes of blight in the City. This ordinance addresses vacant or abandoned buildings which the City Commission determines to contribute to blight.

By way of this ordinance, the City encourages proper occupied use of commercial and industrial buildings within their zoning districts. It is recognized that blight lowers property values, leads to deteriorating conditions, undermines the quality of life, affects the public health, safety, and general welfare, potentially results in human injury, and potentially invites criminal activities.

It is also determined that vacant or abandoned structures demand an inordinate amount of City administrative and ordinance enforcement resources. As such, the City Commission finds the prolonged presence of vacant or abandoned structures to be unacceptable to the citizens of Marine City.

Section 158.149(2) Definitions.

The following words, terms, and phrases, when used in this provision, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning. Absent a definition, plain language shall apply.

(A) Vacant or Abandoned Commercial Structure means and includes:

1. Any single tenant building located in a commercially zoned district which has been unoccupied for a period of ninety (90) consecutive days or which satisfies one (1) of the supplementary conditions defined in subsection (G), below; or

(B) Any multi-tenant building located in a commercially zoned district which is more than fifty percent (50%) unoccupied for a period of ninety (90) consecutive days or which satisfies one (1) of the supplementary conditions defined in subsection (G), below.

(C) Vacant or Abandoned Industrial Structure means and includes:

1. Any single tenant building located in an industrially zoned district which has been unoccupied for a period of ninety (90) consecutive days or which satisfies one (1) of the supplementary conditions defined in subsection (G), below; or
2. Any multi-tenant building located in an industrially zoned district which is more than fifty percent (50%) unoccupied for a period of ninety (90) consecutive days or which satisfies one (1) of the supplementary conditions defined in subsection (G), below.

(D) Vacant or Abandoned Structure means and includes commercial or industrial structure as defined herein.

(E) Accessory Building means a subordinate structure on the same premises as the main structure, the use of which would be naturally and normally incidental to that of the main structure, whether the main structure is a vacant or abandoned structure or not, such as, but not limited to, a garage, barn, or storage shed.

(F) Owner means any person with legal or equitable ownership interest in the property.

(G) Secured means a building which has all points of entry into the structure either:

1. Closed by use of windows and doors which are in proper working order, intact, without holes, broken elements, and are locked; or
2. Secured by exterior grade plywood in compliance with this subchapter.

(H) Unoccupied means without occupants, void of zoning use; vacant or abandoned.

(F) Supplementary conditions shall mean and include the following:

1. Is open to casual entry or trespass;
2. Is damaged by fire, flood, weather, or vandalism;
3. Is the site of loitering or vagrancy;
4. Demonstrates a lack of proper Maintenance Code, Fire Prevention Code, Heating Code, Building Code, or State Construction Code;
5. Is under notice for being in violation of a City ordinance;
6. Has been secured or boarded up for at least ninety (90) days;
7. Has taxes in arrears to the City for more than three hundred sixty-five (365) days;
8. Has utilities disconnected or not in use;
9. Is under condemnation notice or legal order to vacate;
10. Is structurally unsound; or,
11. Is a potential hazard or danger to persons;
12. The use of the building is inconsistent with zoning ordinance.

Sec. 158.149(3) Registration.

Owners of vacant or abandoned structures shall register such properties with the City and pay a monthly registration fee as set forth in the then current City Fee Schedule. The duty to register an abandoned structure shall not require prior notice to the owner by the City. Registration of a vacant or abandoned structure does not preclude the City from taking appropriate actions to secure the property or to issue orders to repair or abate dangerous, hazardous, or unlawful conditions or from acting to eliminate an imminent hazard to public health and safety.

Sec. 158.149(4) Registration Information.

(A) For each vacant or abandoned structure, each owner shall register with the City and provide the following information on a vacant or abandoned structure registration form available from the City:

1. The address of the vacant or abandoned structure;
2. The complete mailing address of all owners;
3. Telephone number of each owner, including cell phone numbers;
4. Proof of identification of each owner;
5. The name, address, and telephone number of any local agent or representative authorized by the owner to handle the affairs of the property;
6. The reason for vacancy of the property;
7. The estimated length of time the property is expected to remain vacant; and
8. Any plans for restoration, reuse, or removal with an accompanying timeline and work schedule.

(B) An owner shall notify the City and file an amended registration form within seven (7) days of any change in the registration information required by this section.

Sec. 158.149(5) Registration and registration fee.

(A) An owner of a vacant or abandoned structure, whether registered or not, shall pay a vacant or abandoned structure registration fee and a monthly administrative fee for the time during which such structure remains unused for the purposes for which the property is zoned or otherwise lawfully permitted. The vacant or abandoned structure registration fee and monthly administrative fee shall be the same amount as the inspection department administrative fee established in the City's most current Fee Schedule, which may be amended from time to time at the sole discretion of the City.

(B) Fees under this section shall be established to support the services rendered by the City in the course of its duties related to vacant or abandoned structures. Failure to register a vacant or abandoned structure or pay the registration fee and monthly administrative fees shall be cause for penalties to be assessed and are a criminal violation of this subchapter.

- (C) The monthly administrative fee shall be paid so that it is received by the City on or before the seventh day of each month, following each month during which the structure was a vacant or abandoned structure for fifteen (15) days or more.
- (D) A late fee, in an amount equal to fifty percent (50%) of the inspection department administrative fee rounded up to the next whole dollar amount, shall also be payable by an owner of a vacant or abandoned structure when the monthly administrative fee is not paid by the due date referenced herein and pursuant to the City's most current Fee Schedule.
- (E) Exceptions for the monthly registration fee may be considered by the building official or City Manager if it can be adequately demonstrated that the property is held up in probate and a resolution is forthcoming, under construction with a reopen date established, or for sale with proven attempts to actively sell the property. Initial registration and registration fee is required.

Sec. 158.149(6) Recovery of fees.

If all or part of the fees required by this subchapter are not paid or are overdue, the City may recover such sums by filing suit against the owner for entry of civil money judgment or any other means available by law. The City shall be entitled to all attorney fees and costs incurred in obtaining a warrant or to obtain a judgment against an owner for any overdue or unpaid fees associated with any vacant or abandoned structures.

Sec. 158.149(7) Securing structures.

- (A) Unless otherwise specified by the building inspection department, a City order to secure a vacant or abandoned structure shall be complied with by the owner within seventy-two (72) hours. If the securing has not been completed or does not comply with the requirements for securing the structure under this subchapter, the City may secure the structure and bill the owner of record for all costs incurred, including service fee, and administrative costs. The amount so billed shall constitute a personal debt of the owner and may be recovered in the same manner permitted for the recovery of fees under this subchapter.
- (B) All points of entry on a vacant or abandoned structure that are suitable for animal or human entry shall be secured as follows:
 - 1. Unless otherwise specified by the building inspection department, on all first story and ground accessible points of entry, such shall be secured by the use of exterior grade plywood or its equivalent, of at least one-half-inch thickness, cut to the size of the opening and secured by the use of Phillips-headed two-inch-long screws; and
 - 2. Unless otherwise specified by the building inspection department, on entry points

being secured above the first story or where not accessible from the ground level, such shall be secured by the use of exterior grade plywood or its equivalent of at least one-half-inch thickness, cut to the size of the opening and secured by the use of sixteen (16) penny common nails.

Sec. 158.149(8) Right of entry and inspection.

If the owner has failed to secure a property the City may, after obtaining a warrant or appropriate court order from a court of competent jurisdiction, enter to secure the structure or reenter the structure to conduct necessary inspections to ensure compliance with the requirements of this subchapter and to determine if there are any emergency or hazardous conditions.

Sec. 158.149(9) Reuse and re-occupancy.

(A) Re-Occupancy of Vacant or Abandoned Commercial or Industrial Structure: The owner of a vacant or abandoned commercial or industrial structure shall be required to obtain and pay for special inspections including, but not limited to, building, electrical, HVAC, and plumbing inspections. The fees set forth in the Fee Schedule shall be in addition to those required by any section of the City ordinances. The owner of a vacant or abandoned commercial or industrial structure shall obtain all necessary permits and pay all related fees in full for work identified as being necessary during a special inspection. Permits shall be obtained and all fees paid in full for any work previously completed without the requisite permit. Each inspection shall be conducted and approved in accordance with the Marine City Code of Ordinances, state codes, Property Maintenance Code, Fire Prevention Code, and Heating Code.

(B) Certificate of Re-Occupancy for Vacant or Abandoned Commercial or Industrial Structure: A certificate of re-occupancy shall be issued after all of the following conditions are satisfied:

1. All fees, including but not limited to late charges and re-inspection fees are paid in full;
2. All inspections and approvals have been obtained from the director of inspection;
3. All outstanding fees, charges, and monies owed by the owner of the abandoned structure to the City of Marine City have been paid in full.

Sec. 158.149(10) Responsibility for violations.

All nuisance and building related code violations will be cited and noticed to the owner of record and shall become the owner's responsibility. The owner of any abandoned structure shall be obligated to provide written notice to any prospective purchaser of any vacant or abandoned structure of any violations, fees, or obligations imposed by the city regarding that vacant or abandoned structure. Failure of an owner to comply with this section shall constitute a violation of this chapter. If the owner sells or otherwise disposes of

the property to another party, the new owner shall not be entitled to any extension of time to correct or address such violations as existed at the time of sale, transfer, or conveyance of the property.

Sec. 158.149(11) Penalty.

- (A) A violation of this subchapter is a misdemeanor offense subjecting the violator to the penalties set forth in Section 10.99.
- (B) Each day that an owner of a vacant or abandoned structure fails to comply with the requirements of this subchapter shall constitute a separate offense.
- (C) In addition to any other penalty provided for in this section, this subchapter may be enforced by suit for injunction, action for damages, or any equitable relief appropriate to the enforcement of this subchapter.

Sec. 158.149(12) Severability.

This ordinance and each of the various parts, sections, subsections, sentences, phrases, and clauses hereof are declared to be severable. If any part, section, subsection, sentence, phrase, or clause is determined to be invalid or unenforceable by a court of competent jurisdiction, it is hereby provided that the remainder of the Ordinance shall not be affected thereby and shall remain in full force and effect.

Sec. 158.149(13) Repeal of Ordinances in Conflict Herewith.

Any and all Ordinances of the City of Marine City or any parts or provisions thereof, to the extent that they are contrary to or inconsistent with the provisions of the within Ordinance, are hereby expressly repealed.

Sec. 158.149(13) Ratification.

All other provisions of the Code of Ordinances of the City of Marine City, Michigan except as herein modified or amended are hereby expressly ratified and affirmed.

Sec. 158.149(14) Publication.

This Ordinance shall be published in accordance with the terms, provisions, and requirements of the City Charter of the City of Marine City, Michigan, and in accordance with and to the extent required by the statutes of the State of Michigan.

Sec. 158.149(15) Effective Date.

This Ordinance shall take effect on the first day of (MONTH/YEAR) in accordance with

the provisions and requirements of the City of Marine City. The City Clerk is hereby directed to publish this Ordinance within fifteen (15) days after the date of adoption as required by section 7.2 of the City Charter of the City of Marine City.

ORDINANCE DECLARED ADOPTED.

Cheryl Vercammen, Mayor
City of Marine City, Michigan

CERTIFICATION

The foregoing is a true and complete copy of an Ordinance adopted by the City Commission of the City of Marine City, County of St. Clair, State of Michigan, at a regular meeting of the City Commission held on the (DAY) day of (MONTH, YEAR), and public notice of said meeting was given pursuant to and in accordance with the requirements of Act No. 267 of the Public Acts of 1976, as amended, being the Open Meetings Act, and the Minutes of said meeting have been or will be made available as required by said Act.

Members Present:

Members Absent:

It was moved by Commissioner (NAME) and supported by Commissioner (NAME) to adopt the Ordinance.

Ayes:

Nays:

The Ordinance was declared adopted by the Mayor and has been recorded in the Ordinance Book of the City of Marine City.

Shannon M. Adams, City Clerk
City of Marine City, Michigan

INTRODUCED:

ADOPTED:

PUBLISHED:

EFFECTIVE: