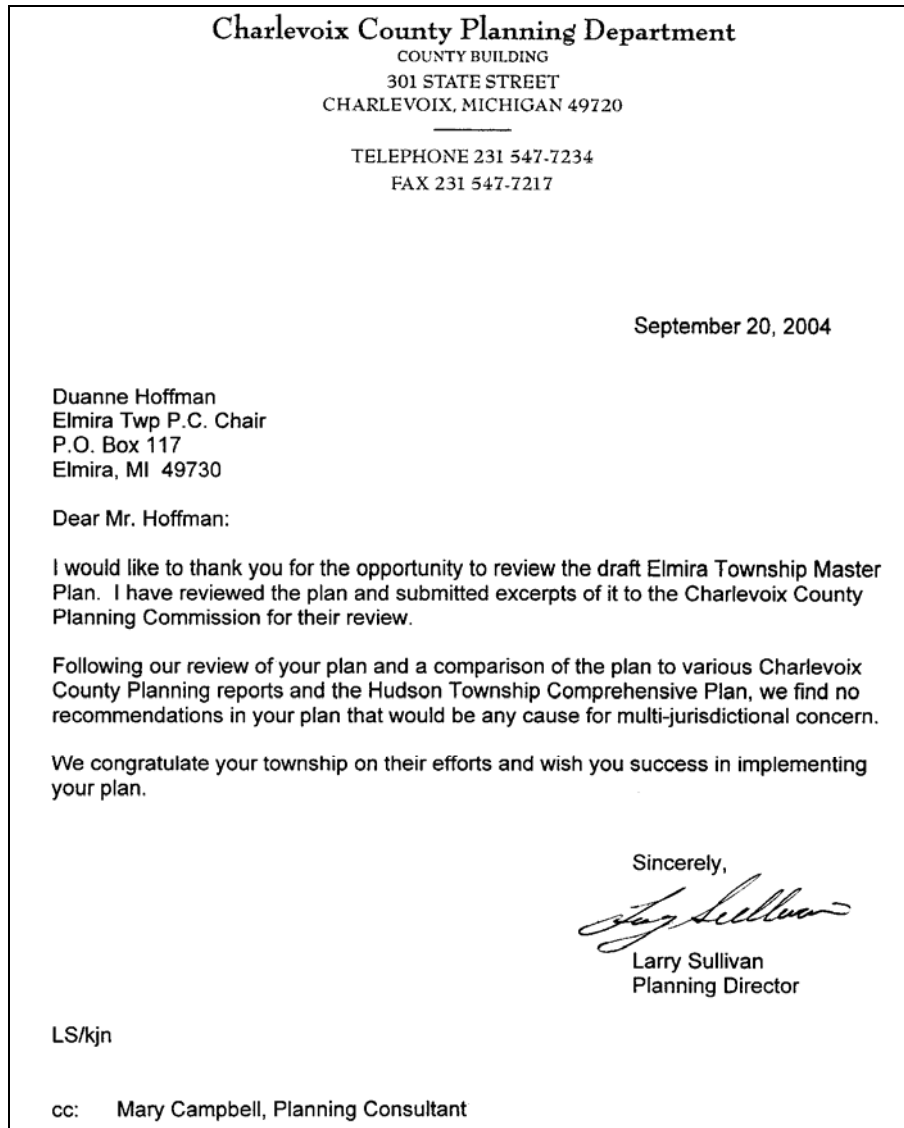


## CHAPTER 9

### PLAN ADOPTION AND IMPLEMENTATION

#### Draft Plan Circulated for Comments

The draft Elmira Township Master Plan was transmitted to the Township Board for review and comment following the June 22<sup>nd</sup> Planning Commission meeting. The Township Board approved the draft plan for distribution on July 8, 2004. Following the Board's approval for distribution the proposed plan was distributed to the adjacent Townships, as well as to Antrim County Planning Commission, Charlevoix County Planning Commission and the Otsego County Planning Commission on July 16, 2004 for review and comment. The only comments received are provide below, from Charlevoix and Antrim Counties.





## County of Antrim Office of the Coordinator/Planner

Peter Garwood  
**Coordinator/Planner**

Howard Yamaguchi  
**Associate Planner**

Peggy Kole  
**Administrative Assistant**

Valerie Craft  
**Secretary**

October 6, 2004

Ms. Diane Purgiel  
Elmira Township Planning Commission  
1404 N. Townline Road  
Gaylord, MI 49735

Dear Ms. Purgiel:

I am pleased to transmit to you the following comments for your draft Elmira Township Master Plan as excerpted from the draft minutes of the October 5, 2004, Antrim County Planning Commission minutes:

### **8. Elmira Township Master Plan Review**

The Chair noted that comments were due to Elmira Township this week, and went around the table soliciting comments from the ACPC members.

Member comments included:

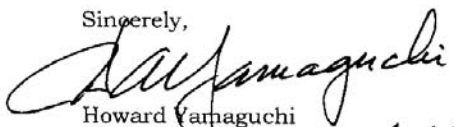
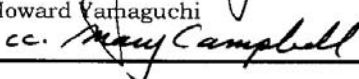
- Kudos from the majority of ACPC members on a job well done, on good readability of the text;
- Kudos for recognizing that neighboring townships in Antrim County are unzoned, and recognizing the need for taking that fact into account;
- Consider inclusion of a summary section at the end of the data-heavy chapters (demographics and econ data, especially), giving a paragraph or two of narrative interpreting the overall picture of the Township as gleaned from the numerous tables of numbers;
- General agreement that Appendix B, as presented, could be construed as discriminatory and offensive to many people. The "Weeds to Get Rid of..." section, with its inclusion of snowmobiles and trailer housing, drew the most negative comments from ACPC members;
- Staff reminded ACPC that Appendix B is the data backup from the visioning sessions for public input that the Township has held for the master plan process;

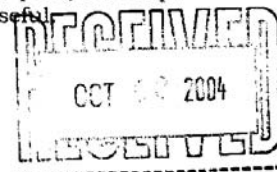
**Motion by Tom Maleck, seconded by Joe Allen, to recommend to the Elmira Township Board to accept the proposed Elmira Township Master Plan, provided that Appendix B be removed.**

**YES: Maleck, Martel, Bradford, Allen, Stanek, Wright, Pascoe and Barnard; NO: Luurtsema. Motion carried - 8 Yes, 1 No**

We would like to commend you on a beautifully executed township master plan, and hope that the Elmira Planning Commission will find the foregoing comments useful.

Sincerely,

  
Howard Yamaguchi  
cc. 



203 E. Cayuga St. Rm 206 ♦ P.O. Box 187 ♦ Bellaire, MI 49615 ♦ Phone 231 533 6265 ♦ Fax 231 533 8111

Page 1 of 1

## Public Hearing

A public hearing on the proposed Master Plan for Elmira Township as required by the Township Planning Act, Act 168 of 1959 as amended, was held November 3, 2004. Section Nine of the Act requires that two notices of public hearing be given, the first to be published 20-30 days prior to the public hearing, and the second to be published not more than eight days prior to the public hearing. Notice of the public hearing was published in the Gaylord Harold Times on October 13, 2004 and October 30, 2004. A copy of the public hearing notice is provided below:

Elmira Township  
Master Plan Public Hearing

Elmira Township Planning Commission will hold a public hearing on the proposed Elmira Master Plan at 7 pm on Wednesday, November 3, 2004, at the Elmira Township Hall located at 2035 Mt. Jack Road, Elmira. Interested parties are invited to review a copy of the plan on the Planning Commission portion of township website at <http://www.otsego.org/elmira>, at the Otsego Public Library in Gaylord, or by contacting Duane Hoffman, PC Chair at (231-546-3324). Comments can be sent to the Elmira Township Planning Commission Chair, 1233 W. Martin Lake Rd., Gaylord, MI 49735 or comments may be made at the public hearing.

Additional notice of the public hearing was mailed to all Elmira Township property owners notifying them of the November 3, 2004 Public Hearing. A copy of the public hearing information was placed at the Elmira Township Post Office, Elmira Grocery and at Hops & Schnapps.

The purpose of the public hearing was to present the proposed Master Plan and to accept comments from the public.

The public hearing began with a brief explanation of the planning process. Plan development included several Planning Commission workshop meetings, and input from the Township Board. During the hearing, maps of existing land use, natural resources, and proposed future land use recommendations were presented. Following are the minutes from the Planning Commission public hearing.

Elmira Township Planning Commission  
Public Hearing Notes for Draft Master Plan  
11/3/04  
Draft Master Plan Dated June 2004

Duane Hoffman, Elmira Township Planning Commission chair called the public hearing to order at 7:00 p.m. From the Elmira Township Planning Commission (ETPC) were Hoffman, Gloria Torello, Jim Theisen, Diane Purgiel, Jack Middleton, John Ernst-who serves in an advisory role; and Mary Campbell-who served as the consultant. In the audience there were approximately 32 people. Members from the Elmira Township Board were present also.

Hoffman explained the purpose of the public hearing, and how the hearing would proceed, and the intent of a master plan. Mary Campbell presented the draft master plan through narrative during a power point presentation. Various questions were answered through out the evening.

Questions included:

- Can the open areas in Glen Meadows be built on;
- Why are junk cars and blight not being cleaned up;
- What can be done with the Zaremba property;
- What does the plan do to draw business into Elmira;
- What can go into the Business and Light Manufacturing areas;
- Why are there not more Business and Light Manufacturing areas along M-32;
- How much did it cost to develop the master plan;
- How much would it cost to have Township zoning;
- What is being done about wind turbines?

Campbell explained the process to adopt the master plan. There was a lot of interest and discussion during the public hearing. The hearing was tape recorded. The hall was set up so people could sit at a table. There were coffee and cookies offered. The hearing closed at about 9:00 p.m.

Cc: Sue Schaedig, Elmira Township Board  
Mary Campbell, MC Planning

## **Plan Adoption**

The Planning Commission formally adopted the Master Plan at a regularly scheduled Planning Commission meeting on November 22, 2004. The Township Board adopted the Master Plan at a regularly scheduled board meeting on January 13, 2005. The minutes from both the Planning Commission meeting and the Township board meeting are provided at the end of this chapter.

## **Legal Transmittals**

Michigan planning law requires that the adopted Master Plan be transmitted to the adjacent townships and counties. A copy of the transmittal letter and list of adjacent townships and counties to which the plan was sent are provided at the end of this chapter.

## **Plan Implementation**

A Master Plan is developed to provide a vision of the community's future. It is designed to serve as a tool for decision making on future development proposals. A Master Plan will also act as a guide for future public investment and service decisions, such as the local budget, grant applications, road standards development, community group activities, tax incentive decisions, and administration of utilities and services.

According to the Township Zoning Act, master planning is the legal basis for the development of a zoning ordinance. Section Three of the Act states: "The zoning ordinance shall be based on a plan designed to promote the public health, safety and general welfare; to encourage the use of lands in accordance with their character and adaptability, and to limit the improper use of land; to conserve natural resources and energy; to meet the needs of the state's residents for food, fiber, and other natural resources, places to reside, recreation, industry, trade, service, and other uses of land; to insure that use of the land shall be situated in appropriate locations and relationships; to avoid the overcrowding of population; to provide adequate light and air; to lessen congestion of the public roads and streets; to reduce hazards to life and property; to facilitate adequate provision for a system of transportation, sewage disposal, safe and adequate water supply, education, recreation, and other public requirements; and to conserve the expenditure of funds for public improvements and services to conform with the most advantageous use of land resources, and properties."

### Zoning

The Zoning Ordinance is the most important tool for implementing the Master Plan. Zoning is the authority to regulate private use of land by creating land use zones and applying development standards in various zoning districts. Elmira Township is under the Otsego County Zoning Ordinance. The Ordinance has provided guidance in regulating the location, density and standards for local development. The Zoning Ordinance, as it pertains to Elmira Township, should now be reviewed to ensure consistency between the Ordinance and this Master Plan. If areas of difference are identified then Elmira Township may wish to request the County consider some specific changes to the Zoning Ordinance.

### Grants and Capital Improvement Plan

A Master Plan can also be used as a guide for future public investment and service decisions, such as the local budget, grant applications and administration of utilities and services. Many communities find it beneficial to prioritize and budget for capital improvement projects, such as infrastructure improvements, park improvements, etc. A Capital Improvements Program (CIP) is one tool which is often used to establish a prioritized schedule for all anticipated capital improvement projects in the community. A CIP includes cost estimates and sources for financing for each project, therefore can serve as both a budgetary and policy document to aid in the implementation of a community's goals defined in the Master Plan.

### Planning Commission minutes – plan adoption

#### **Elmira Township Planning Commission (PC) Meeting Date: November 22, 2004 (Revised January 6, 2005)**

The Elmira Township Planning Commission (PC) held a meeting on this date at the Elmira Township Hall, with Duane Hoffman, chair, calling the meeting to order. Also attending the meeting were Gloria Torello, Diane Purgiel and Jim Theisen.

**Call to Order:** 7:00 p.m.

**New Business:** Purgiel reported the Otsego County One County One Vision Meeting is scheduled for November 23, 2004.

#### **Ongoing Business:**

**A. Public Comments:** None

**B. Approval of meeting minutes from:** Purgiel moved and Theisen seconded a motion to approve the PC meeting notes from October 2004 meeting. The motion passed unanimously.

#### **C. Round Table Meetings (Otsego County Economic Alliance):**

**Hoffman** reported a Hamlets meeting will be held November 23, 2004. He plans to attend and provide information at the next PC meeting.

**Theisen** reported Bagley Township does not want to accept the County's visioning plan. No report this month on the Forest and Agriculture Task Force.

**D. Training:** None

#### **E. Neighboring Planning Commissions (Antrim, Corwith, Livingston, Otsego):**

**Hoffman** reported the Antrim County Planning Commission had nothing new on the web site.

<http://www.antrimcounty.org/webpages/comm-plan.html>.

**Theisen** reported Livingston Township Planning Commission has a new supervisor. The master plan revision are wrapping up. See their web site at: [www.otsego.org/livingston](http://www.otsego.org/livingston)

**Middleton** was not present to give a report on Corwith Township. Corwith Township Planning Commission has no web site.

**F. New Urban News:** **Torello** reported on the given article. The *News* will be routed to PC members each month.

#### **G. Draft Master Plan:**

On Wednesday November 3, 2004 the public hearing was held for the draft master plan. Duane Hoffman called the public hearing to order at 7:00 p.m. From the Elmira Township Planning Commission were Hoffman, Gloria Torello, Jim Theisen, Diane Purgiel, Jack Middleton, John Ernst-who serves in an advisory role; and Mary Campbell-who served as the consultant. In the audience there were approximately 32 people. Hoffman explained the purpose of the public hearing, and how the hearing would proceed, and the intent of a master plan. Mary Campbell presented the draft master plan through narrative during a power point presentation. Various questions were answered through out the evening. Campbell explained the process to adopt the master plan. There was a lot of interest and discussion during the public hearing. The hearing was tape recorded. The hall was set up so people could sit at a table. There were coffee and cookies offered. The hearing closed at about 9:00 p.m.

From Mary Campbell, the PC members would like to see the changes and corrections to the draft through 11/22/04 before the final approval of the draft master plan is given by the PC. The PC members would like to proof a "pre-final draft" before it is distributed. By copy of these notes, **Campbell** will be notified of this. With that exception, Purgiel moved and Hoffman seconded a motion to adopt the draft master plan as revised through November 22, 2004. The motion passed unanimously. **Purgiel** will bring the information to the Elmira Township Board.

Going forward with the master plan, the PC needs to work on the following:

1. Mixed use, what does this include? **Hoffman** will make a first draft of this.
2. Zoning to match master plan. **Torello** will make a first draft of this. Areas include the NE corner of Camp Ten Road and M32, Mixed use areas, Expansion of B2 areas, the "Pink" area on the draft plan, State of Michigan land areas.
3. Forest/Ag-a "tool box" of ideas may be developed as ways to retain forest/ag lands.
4. DDA, what is needed to go forward with this?
5. Recreation plan.
6. Other.

#### **H. By-Laws:**

This was tabled until the next PC meeting. **Purgiel** will follow up with the Township attorney on the issue of Article V, 4. who is "responsible for ordinance(s)." Is this the Planning Commission as has it has been interpreted in the past? Or is it the person the Township Board retains to enforce compliance of the nuisance ordinance? Depending on the decision, Article II. 2. may need to be update as well.

#### **I. Billboard Ordinance:**

Discussion included changing the maximum size of a billboard in the ordinance. After reviewing past cases provided by the Township attorney, the PC members want the billboard size in the ordinance to remain the same. The existing size in the ordinance meets with the goals of the draft master plan. The existing size helps retain the rural character of Elmira Township. The existing size helps prevent light pollution; maintain property values; protect open space; and serves as a safety feature.

**J. Budget:** Purgiel presented a proposed budget for 2005 of \$13,135.00. **Purgiel** will bring this before the board. See attachments for details.

**K. Other: Torello** continues preparing a disk containing electronic copies of the original billboard ordinance, the amendment, and the application; and the notice of violation letter; and other PC documents. The disk will be held on file at the Township.

**Purgiel** will ask Theresa Plachta to put on the Elmira Township website the PC's meeting dates.

**L. Next Meeting:** Unless there is an application to review, the next PC meeting will be January 25 2005. **Hoffman** will contact PC members as necessary.

**M. Annual Calendar**

<b>January:</b> 31st Finalize Budget <b>February:</b> <b>March:</b> <b>April:</b> 1st New budget starts; 1st Billboard renewal applications due; 4 <sup>th</sup> Tuesday remind Board to reappoint or choose new PC members by May 31; 30 <sup>th</sup> Billboard permits expire <b>May:</b> PC appointment terms end as follows: Middleton 5/31/05, Hoffman 5/31/06, Torello 5/31/07, Theisen 5/31/07	<b>June:</b> 1 <sup>st</sup> elect new officers (annually per By-Laws Article 5 <b>July:</b> <b>August:</b> <b>September:</b> <b>October:</b> <b>November:</b> Start budget review <b>December:</b>
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**N. Adjourn:** Torello proposed and Theisen seconded a motion to adjourn.

Cc: Sue Shaedig, Elmira Township Board Secretary  
Mary Campbell, MC Planning

Township Board minutes- plan adoption

**ELMIRA TOWNSHIP  
COUNTY OF OTSEGO  
ELMIRA, MICHIGAN  
January 13, 2005**

A regular meeting of the Elmira Township board was held on January 13, 2005 at the Elmira Township Hall commencing at 7:25 p.m. with Supervisor, Diane Franckowiak calling the meeting to order with the Pledge of Allegiance.

All board members present. Assessor, Jill Kassuba and Sean Mason were also in attendance.

Leonard made a **motion** to accept the minutes as presented. Seconded by Diane F. and carried.

**ASSESSOR'S REPORT:**

December Board of Review was closed on December 31, 2004 with one final homestead correction.

Received a call from the State Tax Commission that the L-4029 Form should be rounded down. Made adjustments to working copy for a start base for next year. Jill sought advice on how to process the August, 2004 Fire Mileage election. She will send a copy of the ballot wording to the state.

Jill presented an update on the Wolverine Power v Elmira Township, #0276843. She has spent at least 100 hours so far on this tribunal case.

Filed Forms L-4408, L-4408a, L-4414, L-4016, L-4013, L-4412 Assessing Officer's Report of Property Taxes levied for Revenue Sharing and related forms with the State Tax Commission on December 1, 2004.

Finishing up a few more building permits. All deeds and homestead forms are current and maintained as they come in. 2005 Work roll is almost ready to add new buildings in and land values are being established and reviewed from the Equalization Department sales study.

Eighty Six Personal Property Statements and twelve buildings/towers on leased land were sent out on January 12, 2005. They have started to come in.

Jill is seeking the value Equalization charges to print Personal Property Statements and Assessment Change Notices per parcel. She is checking on alternatives which may be cost effective.

There were no Land Divisions.

#### **ORDINANCE OFFICER'S REPORT:**

Sue reported that Richard Edmonds will assist Ron with the Northern Land citation. The citation had been sent out certified mail but has been returned. The board discussed sending out future citations both certified and regular mail and stating on each copy that had been done.

Ron is working another complaint made by Tom Long.

#### **TREASURER'S REPORT:**

**CDS 95,024.16, 64,000.00 Gen Fund 118,667.93 TOTAL 277,692.09**

#### **PLANNING COMMISSION REPORT:**

Diane reported that the PC can oversee the Bill Board Ordinance but an amendment has to be made by the township board.

Diane P. made a **motion** to adopt an ordinance to amend the Elmira Township Bill Board Ordinance, being Ordinance No. 1 of 2001. Section 5a to read: A person desiring to erect or maintain a billboard visible from a primary highway shall submit an application for a billboard permit to the township planning commission, or its designated representative, and shall pay the required permit application fee as established by resolution of the township board. Section 9 to read: The township planning commission chairperson or other person designated by the township planning commission is hereby designated as the authorized official to issue municipal civil infraction citations directing alleged violators of this Ordinance to appear in court. Seconded by Leonard and carried unanimously.

AYES: Diane Franckowiak, Susan Schaedig, Diane Purgiel, Leonard Skop, Theresa Plachta

NAYES: None

ABSENT: None

Diane P. made a **motion** to accept the Elmira Township Master Plan with amendments. Seconded by Theresa and carried unanimously.

Diane Franckowiak made a **motion** to appoint township board member, Leonard Skop as a replacement for Diane Purgiel to the Elmira Township Planning Commission for one year. Seconded by Theresa and carried.

Diane P presented the tentative PC budget of 13,135.00 for 2005.

Diane P. made a **motion** to accept the Planning Commission budget for 2005. Seconded by Susan and carried unanimously.

#### **FIRE AUTHORITY REPORT:**

Diane F. reported that she had informed Lee Curry that his appointment was up in September, 2003 and had not been reappointed at that time for a three year appointment. He decided to resign since his job was interfering with attending the meetings. Diane F. recommended Sean Mason as a replacement. Carl Essenmacher's appointment will be completed in September, 2005.

Leonard made a **motion** to appoint Sean Mason to the Elmira-Warner Fire Authority as a replacement for Lee Curry until September, 2006. Seconded by Theresa and carried unanimously.

#### **NEW BUSINESS:**

Susan made a **motion** to pay \$100.00 to the Marquette County Township Association for bus fee transportation for Diane F and mileage to Diane P for the trip to the MTA convention in Detroit. Seconded by Leonard and carried unanimously.

Susan made a **motion** to pay Diane P and Diane F expense money of \$100.00 each and wages for the MTA convention in Detroit. Seconded by Leonard and carried unanimously.



Leonard made a **motion** that Elmira Township declines to hold school board elections. Seconded by Theresa and carried.

Susan made a **motion** in the form of a resolution to apply to the Secretary of State for a grant to purchase an optical scan voting system in 2005 and related Election Management System(EMS) software to comply with the Help America Vote Act(HAVA). Seconded by Diane P and carried unanimously.

AYES: Diane Franckowiak, Susan Schaedig, Diane Purgiel, Leonard Skop, Theresa Plachta

NAYES: None

ABSENT: None

The board received an invitation from the Otsego County Road Commission to an annual meeting to share concerns, wishes and work the board would like to see in 2005. One hour has been set aside for each township on Feb 8<sup>th</sup> and 21<sup>st</sup> at 9:00, 10:00 and 11:00 a.m. and March 7<sup>th</sup> if needed.

Susan made a **motion** to amend the General Fund Parks and Recreation \$545.00 to come from the fund balance. Seconded by Diane P and carried unanimously.

The Township Association meeting will be held on January 18<sup>th</sup> at Livingston Twp hall at 7:00 p.m..

Diane F made a **motion** to allow Sue to upgrade her computer. Seconded by Diane P and carried unanimously.

#### READING OF THE BILLS:

2205	Diane Franckowiak, Supv wages	601.16	
2206	Diane Franckowiak, reimb use fax & computer	25.00	
2207	Susan Schaedig, Clerk's wages	820.00	
2208	Susan Schaedig, reimb	18.50	
2209	Diane Purgiel, Treas wages	820.00	
2210	Leonard Skop, Trustee	110.00	
2211	Theresa Plachta, Trustee	110.00	
2212	James Purgiel		30.00
2213	Jill Kassuba, assessor's wages	1,392.43	
2214	Dan Sevenski, hall cleaning	125.00	
2215	Diane Purgiel, reimb		65.59
2216	Ron Geiger, ordinance officer, liquor inspector	167.10	
2217	Cynthia Prusakiewicz, Dec BOR	50.00	
2218	Eugene Fleming, Dec BOR	50.00	
2219	Roderick Wright, Dec BOR	50.00	
2220	Dunn's Business Solutions	44.80	
2221	Otsego County Equalization, July – Dec 04	1,192.02	
2222	Sam's Club, membership	30.00	
2223	VOID		
2224	Waste Management	60.95	
2225	Holton's LP gas	335.86	
2226	Alpine Computer, window XP Pro	189.99	
2227	Gaylord Herald Times, minutes	35.40	
2228	University of Michigan, internet connections	750.00	
2229	Taurus Services, LLC, snowplowing	105.00	
2230	Marquette County Township Ass'n, transportation to conf	100.00	
2231	Diane Purgiel, Conference expense money		100.00
2232	Diane Franckowiak, conference expense money	100.00	
2233			
2234	Syscom Central North, computer system upgrade	524.00	
2235	Mid-North Printing, letterhead, envelopes	230.10	
2236	Jill Kassuba, reimb	96.95	
2237	United States Post Office	518.00	
2238	Century Tel		87.54
2239	Independent Bank, Jan taxes	604.64	
2240	Great Lakes Energy	237.83	
2241	United States Post Office	148.00	
2242	Diane Purgiel, reimb phone bill	<u>47.92</u>	
			10,211.61

Diane P made a **motion** to pay the bills. Seconded by Theresa and carried.

There being no further business to come before the board Diane P made a **motion** to adjourn. Seconded by Theresa and carried. Meeting adjourned at 9:00 p.m..

Susan Schaedig, Clerk

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### List and Transmittal to Adjacent Townships and Counties

Adjacent Townships and Counties to whom Notice of Intent, draft Plan and Adopted Plan were sent.		
Pete Garwood Antrim County Planning Dept. P.O. Box 187 Bellaire, MI 49615	Bagley Planning Commission Bagley Township P.O. Box 52 Gaylord, MI 49734	Boyne Valley Planning Commission Boyne Valley 3008 Main Boyne Falls, MI 49713
Larry Sullivan Charlevoix Co. Planning Dept. 301 State St., County Building Charlevoix, MI 49720	Gaylord Planning Commission City of Gaylord 225 W. Main St, Rm 109 Gaylord, MI 49735	Corwith Planning Commission Corwith Township P.O. Box 100 Vanderbilt, MI 49795
Dick Edmonds Otsego Co. Planning & Zoning 1068 Cross Street Gaylord, MI 49735	Hayes Planning Commission Hayes Township 6724 Hayes Tower Road Gaylord, MI 49735	Joanie Mench Livingston Township 4823 Murner Gaylord MI 49735
Star Planning Commission Star Township 6775 Alba Highway Alba, MI 49611	Warner Twp Supervisor Warner Township 2434 Ray Elmira, MI 49730	Frank D. Wasylewski Hudson Township 08755 Huffman Lake Road Elmira, MI 49730

## M. C. Planning & Design

Community Planning Site Planning Landscape Architecture

### Letter of Transmittal

*If transmitted items are not as noted, notify writer immediately.*

To: Adjacent Townships and Counties

Date: March 18, 2005

Attn: Clerks and Planning Commission Chairs

Transmitted By: ☒ Regular Mail ☐ Overnight Delivery

☐ Hand Delivered

RE: Elmira Township Master Plan - Adopted

☐ Picked Up By:

☐ Other:

We are transmitting 1 copy(s) of the following:

☐ Certification for Payment No.

☐ Discs

☐ Prints

☐ Specs.

☐ Change Order No.

☐ Drawings

☐ Product Literature

☐ Tracings

☐ Construction Change Req. No.

☐ Field Measure Plans

☐ Samples

☐ Work Orders No.

☐ Copy of Letter

☐ Plans

☐ Shop Drawings

☒ Other: Adopted Master Plan for Elmira Township

For your: ☐ Action

☐ As Requested

☐ Information

☐ Review/Comment

☐ Use

☐ Approval

☐ Distribution

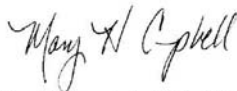
☒ Records /Files

☐ Signature

Remarks: As per the revisions in the state planning statutes, I am transmitting the adopted plan to you on behalf of the Elmira Township Planning Commission. If you have any questions please call me at (231) 582-6504.

Thank you for your attention to this matter.

Job No. ELM



By: Mary H. Campbell, ASLA, AICP

cc: Duane Hoffman, Township Planning Commission Chair  
Gloria Torello, PC Secretary  
Susan Schaedig, Township Clerk

P. O. Box 41, 214 State Street, Boyne City, MI 49712  
Phone: (231) 582-6504 Fax (231) 582-2874 E-mail: mcampbell@mcplanningdesign.com