

CITY OF MUSKEGON

CITY COMMISSION MEETING

FEBRUARY 26, 2013

CITY COMMISSION CHAMBERS @ 5:30 P.M.

AGENDA

- ❑ CALL TO ORDER:
- ❑ PRAYER:
- ❑ PLEDGE OF ALLEGIANCE:
- ❑ ROLL CALL:
- ❑ HONORS AND AWARDS:
- ❑ INTRODUCTIONS/PRESENTATION:
- ❑ CONSENT AGENDA:
 - A. Approval of Minutes. CITY CLERK
 - B. Approval of Building Contract for 553 Octavius. COMMUNITY & NEIGHBORHOOD SERVICES
 - C. Transportation Resolution. CITY MANAGER
- ❑ PUBLIC HEARINGS:
- ❑ COMMUNICATIONS:
- ❑ CITY MANAGER'S REPORT:
- ❑ UNFINISHED BUSINESS:
- ❑ NEW BUSINESS:
 - A. Request to Amend the Planned Unit Development for the Terrace Point Properties – 650 Terrace Point. PLANNING & ECONOMIC DEVELOPMENT
 - B. 2013-2014 City Commission Goals. CITY MANAGER
 - C. Concurrence with the Housing Board of Appeals Notice and Order to Demolish the Following: PUBLIC SAFETY
 - 1275 Allen Avenue
 - 665 Allen Avenue (Area 11)
- ❑ ANY OTHER BUSINESS:

❑ **PUBLIC PARTICIPATION:**

- ***Reminder: Individuals who would like to address the City Commission shall do the following:***
- Fill out a request to speak form attached to the agenda or located in the back of the room.
- Submit the form to the City Clerk.
- Be recognized by the Chair.
- Step forward to the microphone.
- State name and address.
- Limit of 3 minutes to address the Commission.
- (Speaker representing a group may be allowed 10 minutes if previously registered with City Clerk.)

❑ **CLOSED SESSION:**

❑ **ADJOURNMENT:**

ADA POLICY: THE CITY OF MUSKEGON WILL PROVIDE NECESSARY AUXILIARY AIDS AND SERVICES TO INDIVIDUALS WHO WANT TO ATTEND THE MEETING UPON TWENTY FOUR HOUR NOTICE TO THE CITY OF MUSKEGON. PLEASE CONTACT ANN MARIE CUMMINGS, CITY CLERK, 933 TERRACE STREET, MUSKEGON, MI 49440 OR BY CALLING (231) 724-6705 OR TTY/TDD DIAL 7-1-1 TO REQUEST A REPRESENTATIVE TO DIAL (231) 724-6705.

Date: February 26, 2013
To: Honorable Mayor and City Commissioners
From: Ann Marie Cummings, City Clerk
RE: Approval of Minutes

SUMMARY OF REQUEST: To approve minutes of the February 8th Goal Setting Session, February 11th Commission Worksession Meeting, and the February 12th City Commission Meeting.

FINANCIAL IMPACT: None.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: Approval of the minutes.

CITY COMMISSION GOAL SETTING SESSION FEBRUARY 8, 2013

MINUTES

2013-08

Present: Mayor Gawron, Vice Mayor Spataro, Commissioners Hood, German, Markowski, Wierengo (arrived 9:21 a.m.), and Turnquist.

Staff Present: Mazade, Al-Shatel, Grant (arrived 10:55 a.m.), Maurer, Brubaker-Clarke (arrived 10:17 a.m.), Bailey, Paul, Smith, Thompson, J. Lewis, Cummings, B. Lewis.

Others: Dave Alexander, Muskegon Chronicle, William Snyder, resident.

Opening remarks were given by Mayor Gawron.

Bob Kuhn facilitated the session.

Meeting began at 9:13 a.m.

Mr. Kuhn asked the City Commissioners to consider the role of City Government. Is it to initiate or facilitate?

Commissioner and staff relationships need trust, integrity, honesty, and communication.

Department heads have approximately 14 hours between Commission meetings to develop/dream/create. Plan accordingly and tell them where to focus their efforts.

A consensus of the Commission is a must, not a majority. With a consensus, everybody wins. A proposal can be modified until everyone can agree.

A majority vote produces winners and losers. It is not the type of mentality that will get a lot done.

Silence is perceived as going along with the majority.

No such thing as a “bad” goal.

If there are no new sources of revenue, decide which services are discontinued to begin new projects. Always ask yourself:

We can't do everything.

Should we continue to do this?

Should someone else be doing it?

The Mission, Vision and Value Statements were reviewed.

Some Commissioners were interested in revisiting the Mission statement and making some modifications. The City Manager suggested that two Commissioners and a staff member. It should be driven by Commissioners.

Bryon Mazade reviewed the summary of department functions/tasks.

Tim Paul gave an overview of the 2012/2013 budget and city finances.

Revenues are anticipated to be approximately \$23 million dollars each year over the next five years.

There are five looming financial issues to cope with:

1. BC Cobb plant closure and loss of revenue from recent tax appeal settlements.
2. Growing Smartzone debt requirements.
3. Pension costs will likely escalate.
4. Healthcare costs.
5. DDA debt requirements.

The 2012 City Commission Goals were reviewed:

1. Redevelopment of Sappi site – ongoing.
2. Neighborhood Revitalization – we've made changes the last 1.5 years with demolitions and new housing.
3. Downtown Zoning Changes.
4. Cooperative Service Agreements – Water Filtration Agreement signed in 2012.
5. Improve city employment diversity. – Placed Civil Service question on ballot (failed).
6. Greater Support for LC Walker Arena – Catalyst for other activities downtown. We need to give the LC more support.
7. Pere Marquette Park physical enhancements.
8. Pursue Casino Development downtown.

Proposed goals by City Commissioners for 2013 (Note: No. 1 had five votes, No. 2, 3, & 4 had four votes)

1. Law Enforcement – focus on existing programs and communication efforts to the community.
2. Pere Marquette Park – research grants, development, health, picnic shelters.
3. Working relationship with other communities – celebrate their successes.
4. Transitional Planning – City Manager.
5. High level of code enforcement, environmental, rentals, avenues of enhancement.
6. City employment diversity – recruitment, job fairs, cadet programs.

7. Youth jobs program, community collaboration (wear Red day).
8. Sappi development – zoning and demolition.
9. Youth friendly businesses and activities.

Meeting adjourned at 3:00 p.m.

Ann Marie Cummings, MMC
City Clerk

CITY OF MUSKEGON
CITY COMMISSION WORKSESSION
February 11, 2013
5:30 p.m.
City Commission Chambers
MINUTES

2013-09

Present: Commissioners Gawron, Spataro, Hood, German, Wierengo, Turnquist, and Markowski (arrived 5:35 p.m.).

Absent: None

Farmer's Market Presentation.

A presentation of a proposal to move the Farmer's Market to the downtown area was given by Cindy Larson and Steve Olson of Downtown Muskegon Development.

The Commission reviewed the proposed site plan. The proposal includes a community kitchen, more than 125 stalls (larger than stalls at the current location), over 500 parking spots including street parking, and a year round market. Cost is projected to be \$3 million dollars and will be raised by the DMDC organization.

Several members of the public participated stating their approval or opposition to the proposal.

Many questions and suggestions were given.

Members of the DMDC stated it is a very preliminary design and they are looking for input. They will incorporate many of the suggestions given as well as visiting neighborhoods and developing a committee consisting of farmers, neighborhoods, those working in the downtown, Commissioners, and staff members of the City to create a plan that might satisfy most.

Commissioners indicated they needed to see a plan that the majority of their constituents want, whether it is to move the market or keep it in its current location.

Second Quarter 2012-13 Budget Reforecast.

At this time staff is transmitting the Second Quarter 2012-13 Budget Reforecast which outlines proposed changes to the original budget that have come about as a result of changes in revenue projections, policy priorities, labor contracts, updated economic conditions, or other factors.

No major changes to the budget are proposed for the second quarter.

This item has been placed on the February 12, 2013 City Commission Meeting for consideration.

Proposal for Codification of City Ordinances.

The City's Code of Ordinances was last codified in 2002. Many ordinances have been added, deleted, and/or changed since that time.

The City has received a proposal from Municipal Code Corporation to codify the code of ordinances for an estimated \$18,000 - \$22,000 to be paid over two fiscal years.

This item has been placed on the February 12, 2013 City Commission Meeting for consideration.

Encroachment Agreement – Placement of Public Benches.

Our agreement with Perma Advertising, owner of the benches placed throughout the community for public use has expired. An agreement to renew the contract for ten years was presented to the Commission.

This item has been placed on the February 12, 2013 City Commission Meeting for consideration.

Any Other Business.

Vice Mayor Spataro requested that a plan be put into place to pave the dirt streets in the east side of the City.

Adjournment.

Motion by Commissioner Wierengo, second by Commissioner Hood to adjourn at 7:31 p.m.

MOTION PASSES

**Ann Marie Cummings, MMC
City Clerk**

CITY OF MUSKEGON

CITY COMMISSION MEETING

FEBRUARY 12, 2013

CITY COMMISSION CHAMBERS @ 5:30 P.M.

MINUTES

The Regular Commission Meeting of the City of Muskegon was held at City Hall, 933 Terrace Street, Muskegon, MI at 5:30 p.m., Tuesday, February 12, 2013.

Mayor Gawron opened the meeting with a prayer from Mr. George Monroe after which the Commission and public recited the Pledge of Allegiance to the Flag.

ROLL CALL FOR THE REGULAR COMMISSION MEETING:

Present: Mayor Stephen Gawron, Vice Mayor Lawrence Spataro, Commissioners Eric Hood, Willie German, Sue Wierengo, Byron Turnquist, and Lea Markowski, City Manager Bryon Mazade, City Attorney John Schrier, and City Clerk Ann Marie Cummings.

2013-10 CONSENT AGENDA:

A. Approval of Minutes. CITY CLERK

SUMMARY OF REQUEST: To approve minutes of the January 22nd City Commission Meeting.

FINANCIAL IMPACT: None.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: Approval of the minutes.

B. Gaming License Request from the West Michigan Symphony. CITY CLERK

SUMMARY OF REQUEST: The West Michigan Symphony, 425 W. Western Avenue, Muskegon, MI, is requesting a resolution recognizing them as a non-profit organization operating in the City for the purpose of obtaining a Gaming License. They have been recognized as a 501(c)(3) organization by the State.

FINANCIAL IMPACT: None.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: Approval.

C. Second Quarter 2012-13 Budget Reforecast. FINANCE

SUMMARY OF REQUEST: At this time staff is transmitting the *Second Quarter*

2012-13 Budget Reforecast which outlines proposed changes to the original budget that have come about as result of changes in revenue projections, policy priorities, labor contracts, updated economic conditions, or other factors.

FINANCIAL IMPACT: No major changes to the budget were made for the second quarter. Some marginal adjustments were made resulting in the following:

- The projected year-end FY13 fund balance for the General Fund is \$4,813,782 up slightly from \$4,805,919 estimated at the first quarter reforecast. The FY13 operating deficit (expenditures over revenues) is expected to be \$206,263 down from the first quarter reforecast (\$214,126) and down from the original budget estimate (\$575,738).
- General Fund revenues are reforecast to be \$221,326 (-0.9%) lower than originally budgeted. Most of this decrease is due to the tax appeal settlement with Consumers Energy that was incorporated into the 1Q reforecast.
 - Total revenues for the first six months of the fiscal year are ahead of last year by about \$250,000.
 - Income tax revenues are also ahead of last year's pace by about 2%. If this trend continues, the revenue estimate for income tax will be increased from \$7.2 million in the 3Q reforecast. Last year the final income tax figure was just over \$7.4 million.
- General Fund expenditures are estimated to be \$590,801 or 2.5% lower than originally budgeted mostly due to lower employee benefit costs.
 - Total expenditures through the first six months are \$637,000 lower than last year at the same time.
- Other City funds are mostly in-line with budget projections. The Water fund is being monitored closely to determine if a rate increase will be needed.

BUDGET ACTION REQUIRED: City Commission approval of this reforecast will formally amend the City's 2012-13 budget.

STAFF RECOMMENDATION: Approval.

D. Establish Terrace Plaza Ct. as Street Name. ENGINEERING

SUMMARY OF REQUEST: The section of public road between Terrace Plaza building and the bank be assigned the name of Terrace Plaza Court (Ct.). This section of road was a part of the old Terrace Street before it was realigned to connect to Shoreline Dr. construction.

FINANCIAL IMPACT: None.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: Assign the name of Terrace Plaza Ct. and authorize

staff to install street name signs.

F. Approval of Sale of City-Owned Vacant Lot at 1189 Terrace.
COMMUNITY & NEIGHBORHOOD SERVICES

SUMMARY OF REQUEST: To approve the resolution and direct the Mayor and Clerk to sign Quit Claim Deed to Mr. Ty Ross, of 1197 Terrace, for the vacant lot at 1189 Terrace Street. Mr. Ross will purchase it for \$1,000.

FINANCIAL IMPACT: The proceeds from the sale will be used to cover NSP1 projects.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: To approve the resolution and direct Community & Neighborhood Services staff to file the Quit Claim Deed.

G. New Police Cruisers. PUBLIC WORKS

SUMMARY OF REQUEST: Authorize staff to purchase three new Chevy Caprice patrol vehicles, total purchase price of \$83,904 from Shaheen Chevrolet, the Mi Deal (state contract) awarded dealership.

FINANCIAL IMPACT: \$83,904.

BUDGET ACTION REQUIRED: None, amount is what was budgeted.

STAFF RECOMMENDATION: Authorize staff to purchase new Police cruisers from Shaheen Chevrolet.

H. Transportation Improvements Program Submittal for 2014-2017 Projects.
ENGINEERING

SUMMARY OF REQUEST: Authorize staff to submit the list of projects to the West Michigan Shoreline Regional Development Commission for inclusion in the FY 2014 – 2017 Transportation Improvement Program (TIP). Projects submitted will be considered for Federal and State transportation funding. Adoption of the resolution is required as part of the submittal to commit the local match should funds become available.

FINANCIAL IMPACT: None at this time; however, a local match will be required should we receive a grant for a particular project.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: Approve the project submittal and resolution.

I. Contract Extension Agreement: One Year Street Sweeping Contract for 2013. PUBLIC WORKS

SUMMARY OF REQUEST: To exercise the option for a one-year contractual extension, as outlined in the previous three-year contract with TRI-US SERVICES, INC., to provide street sweeping services for 2013.

FINANCIAL IMPACT: \$139,700.50 cost for one-year contract extension. Funds to cover all expenses are budgeted. Trunkline expenses are reimbursed by State funding.

BUDGET ACTION REQUIRED: None, monies appropriated in Highway and State trunkline budgets.

STAFF RECOMMENDATION: Approve request to contract out service for one-year extension as specified in previous contract.

J. Proposal for Codification of City Ordinances. CITY CLERK

SUMMARY OF REQUEST: The City's Code of Ordinances was last codified in 2002. Many ordinances have been added, deleted, and/or changed since that time. As ordinances are modified, other ordinances that may refer to these items are not normally modified unless it is known.

The City has used the services of Municipal Code Corporation, out of Tallahassee, FL for codification service for many years. They are a well known company used by many municipalities in Michigan. They have submitted a proposal for a legal review by a staff attorney and consultation to modify the code. They will review existing ordinances as well as State laws and give recommendations of proposed changes. When the project is complete, it will be given to City Commission for consideration of adoption.

The project is estimated to cost \$18,000 - \$22,000 and can be paid over two fiscal years.

We did receive another proposal from a company out of New York. Though they estimate their cost to be \$10,648, the proposal does not offer a legal review, a necessity.

FINANCIAL IMPACT: \$10,000 has been budgeted in this fiscal year for this project.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: To authorize the Clerk to sign the agreement for codification services of our City ordinances with Municipal Code.

K. Encroachment Agreement – Placement of Public Benches. CITY CLERK

SUMMARY OF REQUEST: Our agreement with Perma Advertising, owner of the benches placed throughout the community for public use has expired. The proposed agreement to renew the contract is for ten years.

Changes to the proposed agreement include five benches for exclusive use of the City to advertise (the previous agreement authorized three), allowance of 40 benches at locations approved by staff (current agreement allowed 35 benches), and Perma advertising also authorizes use of two additional benches at the end of Wilcox Avenue for use of the public. The proposed agreement

also gives the ability for the City Manager to approve additional benches within the agreement period.

FINANCIAL IMPACT: The City will collect a \$5 per month, per bench, encroachment fee.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: To approve the agreement as presented.

Motion by Vice Mayor Spataro, second by Commissioner Wierengo to approve the Consent Agenda with the exception of item E.

ROLL VOTE: Ayes: Spataro, German, Wierengo, Turnquist, Markowski, Gawron, and Hood

Nays: None

MOTION PASSES

2013-11 ITEM REMOVED FROM THE CONSENT AGENDA:

E. Approval of Building Procurement Contractor for Community & Neighborhood Services. COMMUNITY & NEIGHBORHOOD SERVICES

SUMMARY OF REQUEST: Award the Procurement Building Contract to Schmidt Roofing and Construction for the 2013 year to be used by the Community & Neighborhood Services for HOME rental projects.

The CNS office solicited bids through public notices for a variety of trades.

FINANCIAL IMPACT: The funding for all projects would be used from the income received from our Rental/Lease Program.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: To approve the selected Building Contractor through the Procurement Process.

Motion by Commissioner Turnquist, second by Commissioner Wierengo to approve the selected building procurement contractor for Community & Neighborhood Services.

ROLL VOTE: Ayes: German, Wierengo, Turnquist, Markowski, Gawron, Hood, and Spataro

Nays: None

MOTION PASSES

1013-12 NEW BUSINESS:

A. 2013-2014 Labor Agreement with Police Command Union. CITY MANAGER

SUMMARY OF REQUEST: To approve the tentative bargaining agreements

between the City of Muskegon and the Police Command Union (Command Officers Association of Michigan) for years 2013 and 2014.

FINANCIAL IMPACT: Previously provided.

BUDGET ACTION REQUIRED: None at this time.

STAFF RECOMMENDATION: To approve the tentative agreements and the resolution to change the pension benefits.

Motion by Vice Mayor Spataro, second by Commissioner Hood to approve the 2013-14 Labor Agreement with the Police Command Union as described.

PUBLIC PARTICIPATION: Public comments received.

CLOSED SESSION: To Discuss Pending Litigation.

Motion by Commissioner Turnquist, second by Commissioner Wierengo to go into Closed Session to discuss pending litigation.

ROLL VOTE: Ayes: Turnquist, Markowski, Gawron, Hood, Spataro, German, and Wierengo

Nays: None

MOTION PASSES

Motion by Vice Mayor Spataro, second by Commissioner German to come out of Closed Session.

ROLL VOTE: Ayes: Markowski, Gawron, Hood, Spataro, German, Wierengo, and Turnquist

Nays: None

MOTION PASSES

ADJOURNMENT: The City Commission Meeting adjourned at 6:13 p.m.

Respectfully submitted,

Ann Marie Cummings, MMC
City Clerk

Commission Meeting Date: February 26, 2013

Date: February 20, 2012

To: Honorable Mayor & City Commission

From: Community and Neighborhood Services Department

RE: Approval of Building Contract for 553 Octavius

SUMMARY OF REQUEST: To award the Abatement and Building Contract for the rehabilitation of 553 Octavius to Build-Right Construction for the City of Muskegon's Homebuyers Program through CNS.

CNS received 6 bids as listed on the attached spreadsheet and the cost estimate from our spec writer was \$ 121,150.00

FINANCIAL IMPACT: The funding for this project has been secured through the HOME program 2012 grant allocation.

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: To award Build-Right Construction the contract for 553 Octavius for the Community and Neighborhood Services office.

COMMITTEE RECOMMENDATION: None required.

MEMO

**Community and
Neighborhood Services**
City of Muskegon
933 Terrace
Second Floor
Muskegon, MI 49442
Ph: 231-724-6717
Fax: 231-726-2501

Date: February 13, 2013

To: Bidders regarding 553 Octavius – Total Rehab

From: Oneata Bailey, Director
Community and Neighborhood Services
City of Muskegon

Re: Bid Results (Revised)

Community and Neighborhood Services received the following bid proposals:

<u>CONTRACTOR</u>	<u>LEAD ABATEMENT</u>	<u>GENERAL REHAB SPECS</u>	<u>ROOM-BY ROOM SPECS</u>
Midwest Builders	\$15,800	----	----
J D Fisher Builders	\$5,000	\$68,100	\$41,500
Build-Right Construction**	\$8,225	\$76,483	\$33,575
Bradfield Home Repair And Maintenance**	----	\$81,888	\$34,519
Gray Space Construction	\$23,710	\$76,550	\$54,350
TK Construction**	\$8,700	\$77,795	\$90,050

**** Included alternative/additional bids not included in above totals**

The City of Muskegon reserves the right to accept or reject any and all bids. The City of Muskegon is also not restricted to accept the lowest bid.

We appreciate everyone's interest in being a part of the City of Muskegon's neighborhood revitalization efforts. The selected bidder will be contacted in the next few days.

OB/lh

AGENDA ITEM NO. _____

CITY COMMISSION MEETING February 26, 2013

TO: Honorable Mayor and City Commissioners

FROM: Bryon L. Mazade, City Manager

DATE: February 20, 2013

RE: Transportation Resolution

SUMMARY OF REQUEST:

To approve the attached Transportation Resolution, a Michigan Municipal League initiative, expressing the immediate need to fund the repair of Michigan's roads and transportation systems to help make Michigan communities vibrant in the 21st century.

FINANCIAL IMPACT:

None.

BUDGET ACTION REQUIRED:

None.

STAFF RECOMMENDATION:

To approve the resolution.

COMMITTEE RECOMMENDATION:

None.

TRANSPORTATION RESOLUTION

RESOLUTION EXPRESSING THE IMMEDIATE NEED TO FUND THE REPAIR OF MICHIGAN'S ROADS AND TRANSPORTATION SYSTEMS TO HELP MAKE MICHIGAN COMMUNITIES VIBRANT IN THE 21ST CENTURY

At a regular meeting of the [name of entity] held in the [location], on the [day] of [month],

PRESENT:

ABSENT:

The following resolution was offered by [name] and seconded by [name]:

WHEREAS, let it be known that Michigan is losing \$3 million per day and more than \$1 billion per year due to maintenance costs and increased wear and tear on our roads and bridges; and

WHEREAS, Michigan's roads are consistently ranked among the nation's worst; and

WHEREAS, one-third of all fatal and serious traffic crashes in Michigan can be linked, in part, to poor road conditions; and

WHEREAS, developing effective public transit options in Michigan is a necessary tool for attracting and retaining residents, workers, and businesses; and

WHEREAS, research shows that people across the nation are choosing communities that offer various modes of transportation, easy access to the places they live, work and play, and allow them to travel without having to rely on a car; and

WHEREAS, in particular, systems like streetcars and light rail have been credited with sparking new commercial and residential development; and

WHEREAS, Michigan's gas tax—the user fee that is the primary source of transportation funding—has not increased since 1997. At the same time, the gas tax revenue collected today, adjusted for inflation, is equal to that which was collected in 1974; and

WHEREAS, we risk a future fiscal crisis if we do not increase our investment in transportation. Currently 32 percent of Michigan's roads are ranked as being in poor condition. By 2018 this number is expected to jump to more than 65 percent; and

WHEREAS, if properly funded the percentage of roadways in poor condition would greatly improve; and

WHEREAS, bringing a road from poor to good pavement condition costs six times more than it does to bring a road from fair to good condition; and

WHEREAS, investing \$10 billion over the next ten years to fix Michigan's roads and bridges would create 12,000 jobs and prevent 100 crash-related deaths per year.

NOW, THEREFORE, BE IT RESOLVED, the [name of entity] hereby urges Governor Snyder and Michigan legislators to make the necessary investments to Michigan's transportation network to save taxpayer dollars, save lives and improve our economy.

DATED: [], 2013

BY: _____
Stephen J. Gawron, Mayor

ATTEST: _____
Ann Marie Cummings, MMC
Clerk

Commission Meeting Date: February 26, 2013

Date: February 20, 2013
To: Honorable Mayor and City Commissioners
From: Planning & Economic Development
**RE: Request to Amend the Planned Unit Development for the
Terrace Point Properties, 650 Terrace Point**

SUMMARY OF REQUEST:

Request to amend the Planned Unit Development (PUD) at the Terrace Point Drive properties, specifically the parcel at 650 Terrace Point Drive, by Terrace Point Landing, LLC. The original PUD was approved in 1989 for a project that included the hotel, marina, restaurant, public access to the waterfront and condos. The condos were the only part of the project that were not completed. This amendment would be to utilize this property for single family homes.

FINANCIAL IMPACT:

None

BUDGET ACTION REQUIRED:

None

STAFF RECOMMENDATION:

Staff recommends approval of the amendment to the PUD.

COMMITTEE RECOMMENDATION:

The Planning Commission unanimously approved recommendation of the amendment at their February 14 meeting. Willie Parker absent.

CITY OF MUSKEGON

RESOLUTION #2013-

RESOLUTION FOR AN AMENDMENT TO THE PLANNED UNIT DEVELOPMENT AT TERRACE POINT.

WHEREAS, a planned unit development was approved for the Terrace Point properties, also known as the “Lakey” properties on May 23, 1989 and includes the property at 650 Terrace Point Dr.; and,

WHEREAS, an amended plan was approved for a condominium project at 650 Terrace Point Dr. on February 12, 1991; and,

WHEREAS, a petition for an amendment to the planned unit development at 650 Terrace Point Dr was received from Jon Rooks, Terrace Point Landing, LLC; and,

WHEREAS, proper notice was given by mail and publication and public hearings were held by the City Planning Commission and by the City Commission to consider said petition, during which all interested persons were given an opportunity to be heard in accordance with provisions of the Zoning Ordinance and State Law; and

WHEREAS, the Planning Commission and staff have recommended approval of the amendment to the planned unit development and associated site plan; and

NOW, THEREFORE, BE IT RESOLVED that the recommendation by staff and the City Planning Commission be accepted and the amendment to the planned unit development is hereby approved.

Adopted this 26th day of February, 2013

Ayes:

Nays:

Absent:

By: _____
Stephen Gawron
Mayor

Attest: _____
Ann Marie Cummings
Clerk, City of Muskegon

CERTIFICATE (Amendment to the PUD at 650 Terrace Point Dr.)

The undersigned, being the duly qualified clerk of the City of Muskegon, Muskegon County, Michigan, does hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Commission of the City of Muskegon, at a regular meeting of the City Commission on the 26th day of February, 2013, at which meeting a quorum was present and remained throughout, and that the original of said ordinance is on file in the records of the City of Muskegon. I further certify that the meeting was conducted and public notice was given pursuant to and in full compliance with Act No. 267, Public Acts of Michigan of 1976, as amended, and that minutes were kept and will be or have been made available as required thereby.

DATED: _____, 2013.

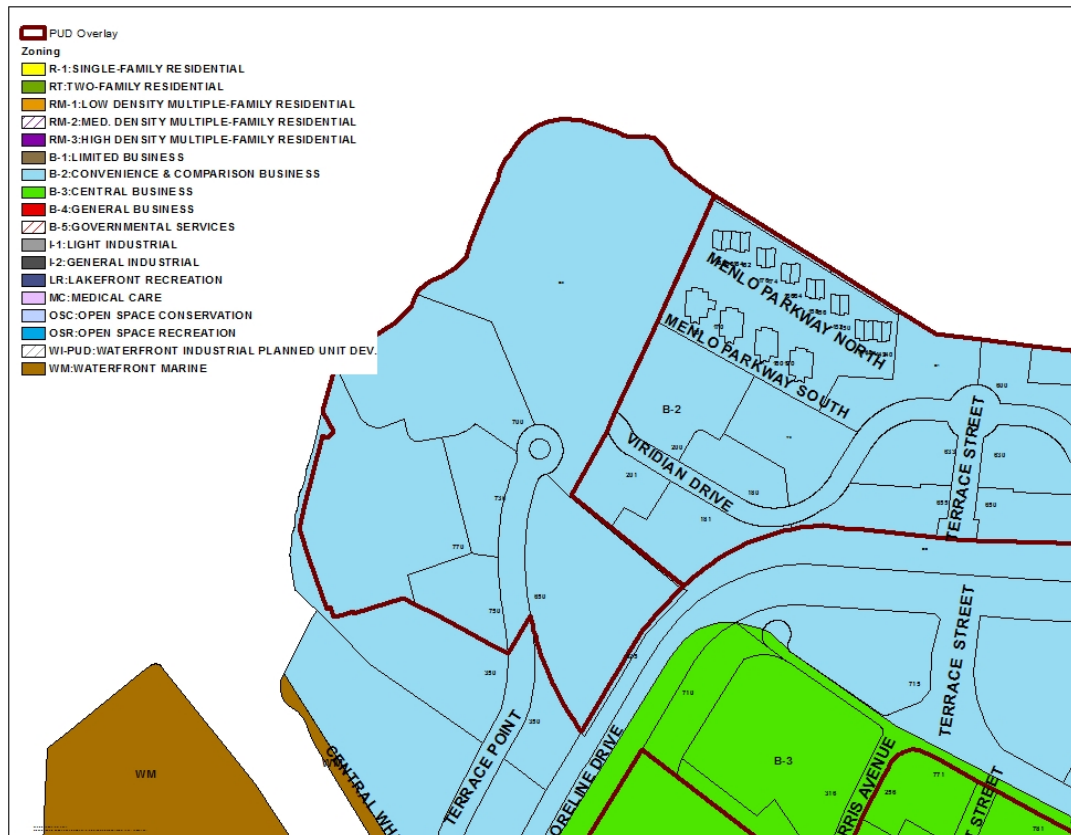
Ann Marie Cummings
Clerk, City of Muskegon

MEETING EXCERPTS

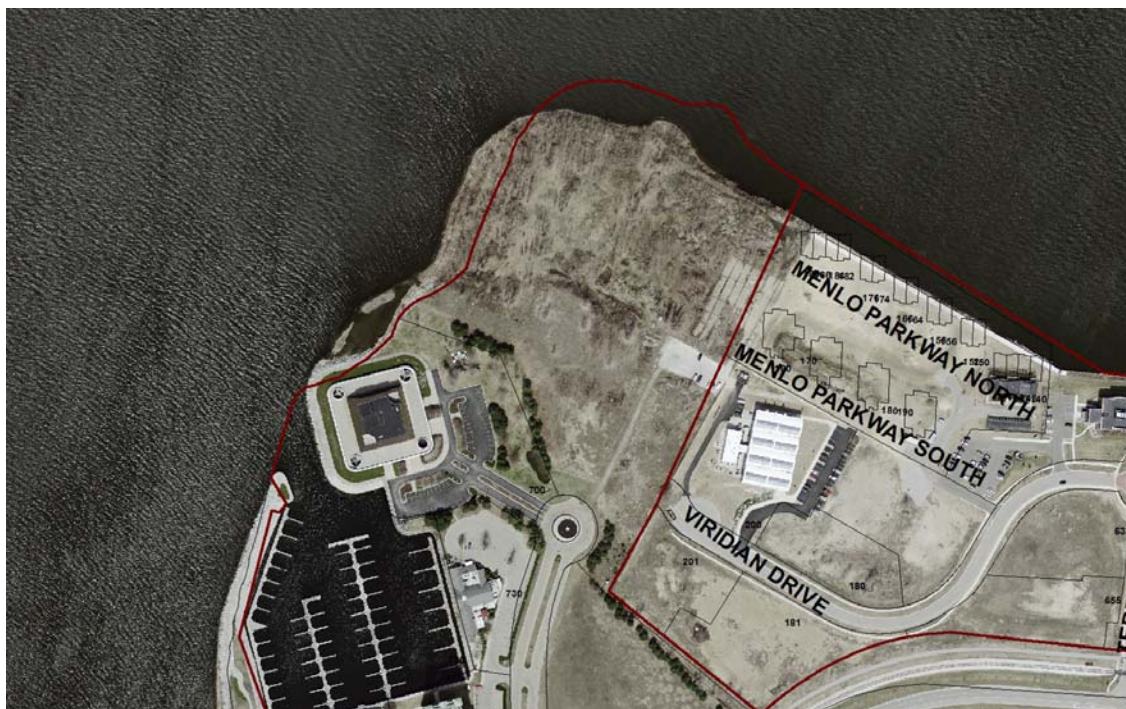
Updated Staff Report

1. The ROW was been changed back to 66'. The revised site plan depicts the new 66" ROW.
2. The homes will have a minimum setback of 15' from the front property lines. However, the sidewalk is proposed 3' feet from the property line, instead of the usual 1.5'. This will give additional room for cars parked in the driveways so that they don't hang over the sidewalks. Lots 68 and 49 will technically have two front yards each. The front setback that does not have the driveways will only be setback 9' from the property line. The other front setback with the driveways will have the normal 15' setback from the property line.
3. The shoreline of the property will remain natural where possible, with rip rap added to protect from erosion. The northeast edge of the shoreline does have a wooden wall (see pictures) to protect from erosion. The plan calls to repair this wall.
4. A beach will be developed north of the pool. Natural sand will be used to develop the beach. The applicant must work with DEQ and all necessary departments to obtain the proper permits.
5. The ordinary high water mark is 584 feet. Some of the parcels near the water may be located under 584, after the new grading, however, none of the homes will be located under an elevation of 584 feet. The applicant must work with the DEQ and all necessary departments for any permits that may become necessary.
6. A lift station is proposed for the sanitary sewer, which is located by lots 56 & 57.
7. A sidewalk is proposed on one side of the street, which meets the City Code of Ordinances for new subdivisions. 25 deciduous trees are planned for the ROW on the opposite side of the ROW from the sidewalk.
8. Maximum building heights will be 40 feet from the average grade height. The plan shows that the site will be graded higher towards the back lots, so that they will also have views of the lake.
9. The stormwater will be collected in perforated pipes, go through leaching basins and will empty into the lake. The elevations of the property limit the types of on-site storage available for stormwater. Also, given the history of industrial use on the property, retention ponds may not be the best idea. The applicant will have to work with the DEQ on a stormwater release permit.
10. The plan proposes a rolled curb and gutter.
11. The plan should depict a fence and gate around the pool.

Zoning Map



Aerial Map



February 7, 2013

Jon Rooks
Parkland Properties of Michigan
940 Monroe NW, Ste 155
Grand Rapids, MI 49503

Re: Terrace Point Lot and Building Parameters:

1. The dwelling unit shall have a minimum living area (excluding all basement area) of one thousand (1000) square feet with a minimum six hundred (600) square feet at the first floor. There is no maximum square footage and the second and third floors must be equal to or smaller than the floors beneath them including any garage.
2. Where the home design involves a roof pitch, it shall be a minimum pitch of 6/12, that is, for every twelve inches (12") of lateral run, the roof shall rise six inches (6"). In the case of additions or alterations to principal structures, the roof pitch shall be a minimum pitch of 6/12.
3. The roof shall have a snow load rating that meets the current Michigan Building Code.
4. Roof drainage in the form of a roof overhangs of at least sixteen inches (16") shall be provided to direct storm or meltwater away from the foundation including hip, gambrel and mansard roofs.
5. Siding and trim systems shall be of an industry standard gauge suitable for on-site-built homes.
6. The dwelling unit shall have a minimum width of 18 feet across any front, side, and rear elevation view.
7. The front elevation view shall have a design offset including but not limited to; bay windows, covered porches, or structural offsets from the principal plane of the building.
8. Any single-story, residential structure shall not be more than three (3) times longer than it's width (exclusive of an attached garage).
9. Garage doors may not compromise more than sixty-five percent (65%) of the front face of the structure.
10. Newly constructed homes must be set back from the street (front setback) eighteen (18) feet.
11. The dwelling unit shall be firmly attached to a permanent foundation constructed on the site in accordance with the current building code, manufacturers specifications, and any other applicable requirements.
12. Any crawlspace, partial or full height basement that may exist between the foundation and ground floor of the dwelling unit shall be fully enclosed by an extension of the foundation wall along the perimeter of the building.
13. There will be no mobile home dwelling units permitted on any lot.
14. There will be no mobile home dwelling units, including their undercarriage and wheel apparatus, permitted on any lot.
15. The dwelling unit shall be connected to a public sewer and water supply when available, as defined by the Plumbing Code or if not available, to private facilities as approved by the county health department, the city, and other applicable agencies.

16. There shall be a minimum storage space requirement of one hundred (100) square feet within each dwelling unit (not including garage parking areas).
17. The subject dwelling unit shall be reasonably aesthetically compatible in design and appearance with other dwellings within six hundred (600) feet which shall be dictated in detail in the condominium by-laws. The foregoing shall not be construed to prohibit innovative design concepts involving such matter as (but not limited to) solar energy, view, unique land contour, or eclectically combining traditional, cottage, contemporary or modern homes in the same development.
18. The compatibility of design and appearance shall be in accordance with the condominium by-laws.
19. The dwelling unit shall contain no additions of rooms or other areas which are not constructed with similar quality workmanship as the original structure, including permanent attachment to the principal structure and construction of a foundation as required herein.
20. The dwelling unit shall comply with all pertinent structural, building and fire codes.
21. All construction required herein shall be commenced only after a building permit has been obtained in accordance with the Building Code.
22. Each dwelling unit shall have an established vegetative ground cover in less than 12 months after occupancy. A minimum of one shade tree, two and one-half inches (2.5") in diameter, four feet (4') from the ground or one six foot (6') evergreen tree shall be provided.
23. Detached outbuildings, including garages, are allowed up to five hundred (500) square feet maximum at the rear yard of non-waterfront lots or the front yard of waterfront lots.
24. Front Yard Setback (street): Minimum eighteen (18) feet.
25. Rear Yard Setback (non-waterfront lots): Minimum fifteen (15) feet.
26. Rear Yard Setback (waterfront lots): Minimum five (5) feet from the high water mark.
27. Side Yard Setback: Minimum three (3) feet (however, only eaves, fireplaces, egress wells, and uncovered steps can be closer than five (5) feet).
28. Eaves, fireplaces, uncovered steps, and egress wells may not encroach into all yard setbacks. All other parts of the home must be five (5) feet from the property line.
29. Building Height: Maximum thirty-five (35) feet to the mid-slope of any gable, gambrel or hip roofs, or to the top of any flat roofs.
30. Building height does not include chimneys, spires, cupolas, dormers, finials, antennae, or railings.
31. Number of Stories: Maximum three (3) not including any roof deck and access to it.
32. All stories above grade may contain any combination of conditioned living space, outdoor space (covered or uncovered) and garage area.
33. One six hundred (600) maximum square foot, uncovered roof deck allowed above three (3) stories.
34. Garages are required with a maximum of three (3) stalls.

35. One (1) stall maximum carport is allowed in addition to the garage attached or unattached to any building.
36. Full or partial basements are allowed that are finished or unfinished.
37. Front porches are allowed and may be up to three (3) stories tall and a minimum 20% of the front elevation area.
38. Rear porches are allowed and may be up to three (3) stories tall and a minimum 20% of the rear elevation.
39. One (1) wraparound or side porch is allowed and may be up to two (2) stories tall and up to 50% of the side elevation.
40. Minimum eight (8) feet of separation between any buildings on the same lot.
41. All architectural designs must comply with the Condominium Association's bylaws, master deed, rules and regulations.

**TERRACE POINT – PLANNED UNIT
DEVELOPMENT
CIVIL DESIGN**

APPLICABLE CODES AND STANDARDS

- City of Muskegon (i.e. Planning, Zoning, and Development etc.)
- City of Muskegon Engineering (Water, Sanitary Sewer, Storm water and Roadway)
- Muskegon County (Soil Erosion & Sedimentation Control)

PUD PURPOSE

The purpose of this option is to permit flexibility in the regulation of land development; encourage innovation in land use and variety in design, layout, and type of structures constructed; achieve economy and efficiency in the use of land, natural resources and utilities; encourage provision of useful open space; provide adequate housing, employment, and shopping opportunities particularly suited to the needs of the residents of the City of Muskegon and encourage the use, reuse, and improvement of existing sites and buildings when the uniform regulations contained in zoning districts do not provide adequate protection and safeguards for the site or surrounding area. (Taken from Section 2101, City of Muskegon Ordinance)

SITE WORK

This approximately 11 acre vacant parcel sits at the transition of Viridian Drive and Terrace Point. The property is owned by Terrace Point Landing, LLC. The property generally slopes south to north. Proposed grading will follow the same south to north sloping, however at a more constant grade. The residential Planned Unit Development (Site Condominium) will place 70 lots (28 water front and 42 interior) on the land. The existing foundation in the NE portion of the property will be removed prior to new construction. A shared beach area is also being featured. Due to common management, residents will be permitted priority access (and right of first refusal) to rent slips at the adjacent marina with a clubhouse plus, indoor and outdoor, pool and jacuzzi facilities. The Future Land Use plan designates this parcel as Waterfront Redevelopment.

Lots can be sold as a single unit or combined into 1.5 or more lots. Developer will restrict the maximum amount of lots that can be combined.

STORMWATER

Due to the location of the property along the shoreline of Muskegon Lake, no detention is being proposed however we will offer water quality controls for any runoff leaving the site. These controls could consist of leaching basins and perforated storm sewer pipe incorporating infiltration under the roadways with an overflow connection to the lake. Soil surveys indicate the site to carry a classification of Urban Land.

WATERLINE

There is an existing twelve inch waterline running within the public right of way of Viridian. An eight inch line has been stubbed into this parcel with the recent extension of Viridian Drive. This line will be extended through the development and looped back into the system. Each home site would have connection to the public main. This system would be designed to City standards and be dedicated back to the City for operation of the system. Hydrants will be installed along the line for fire protection.

SANITARY SEWER

An eight inch sanitary sewer line has been stubbed into the property with the recent extension of Viridian Drive. Due to relative shallowness of this line relative to the remaining property, a sanitary sewer lift station will need to be installed to transport the waste from the development to the public main at Viridian. This lift station will be paid for and installed by the Developer but granted back to the City as part of the public sewer system. Each home site would have connection to this system.

GAS

Utility maps indicate that private utilities for gas, electric and telephone exist within 300 feet of the site in Terrace Point Drive. We will coordinate with the private utilities for service to the development.

SIDEWALK

A sidewalk within the public road right of way will be constructed with a connector to the existing sidewalk at Viridian.

OPEN AREA

The project will contain a shared swimming beach with pool, and a large central open space for resident use.

FLOODPLAIN

FEMA Map Panel #2601610001B indicates that the 100-year flood plain for this area is 584.00. Using this value, it indicates that the flood plain falls to the water's side of the bank thus having little impact to the development.

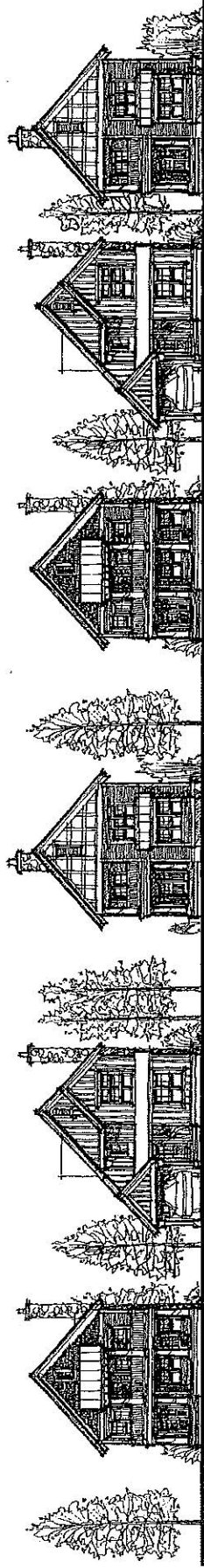
WETLANDS

The Michigan Department of Environmental Quality Wetland Inventory Maps do not indicate the presence of wetlands on the property. Being as this site was formerly developed it is unlikely that quality wetlands would be present.

REQUEST

If the plan is found to be complete per the published standards of the City Ordinance, and the concept consistent with the Land Use plans of the City, then the applicant requests Preliminary and Final PUD approval subject to securing permits and agency approvals from those groups having jurisdiction. This approach allows us to gain support of the City before making a significant investment in engineering design.

COPYRIGHT RBSA 2013



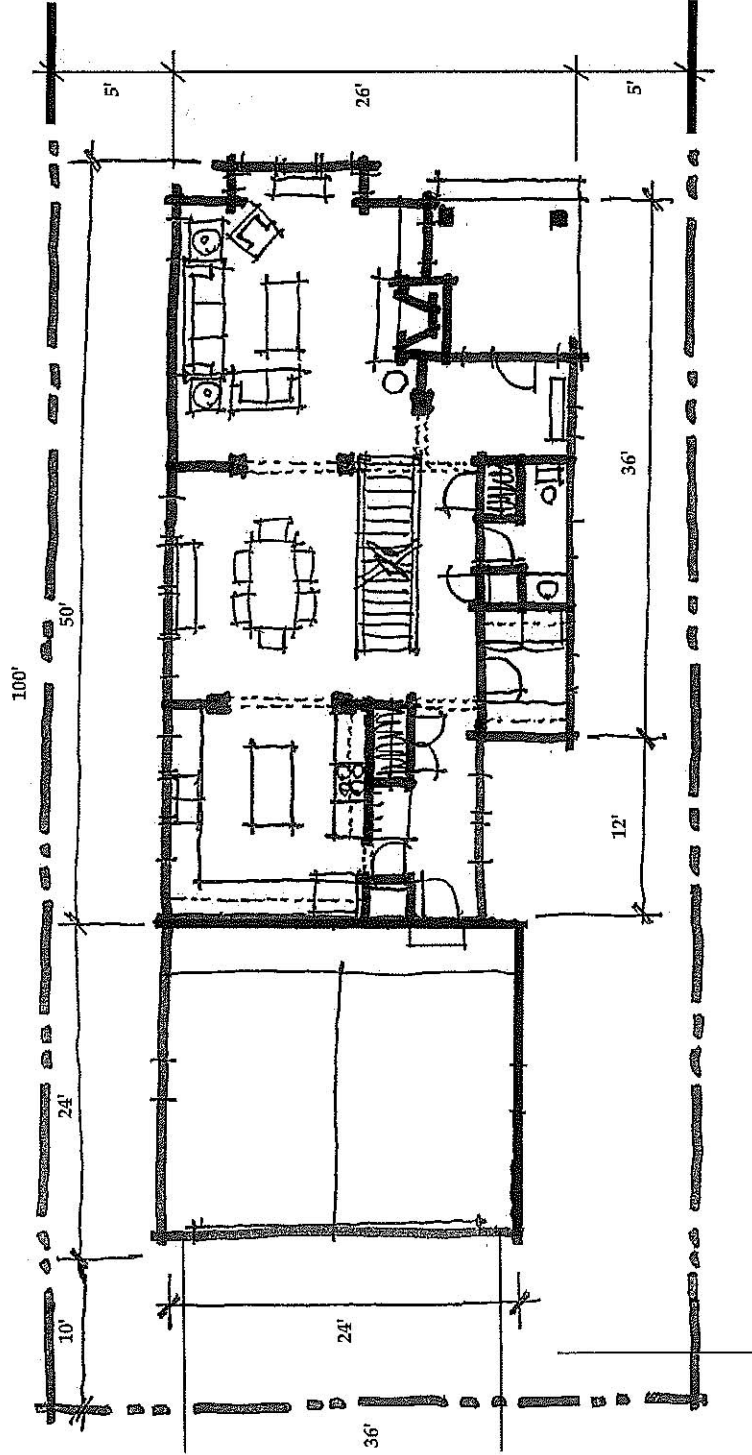
TERRACE POINT
MUSKEGON, MICHIGAN

PARKLAND PROPERTIES

TYPICAL SHORELINE ELEVATION

Not to Scale

SEARS ARCHITECTS
GRAND RAPIDS, MICHIGAN
616.336.8495 www.searsarchitects.com
18 JANUARY 2013
2012-104

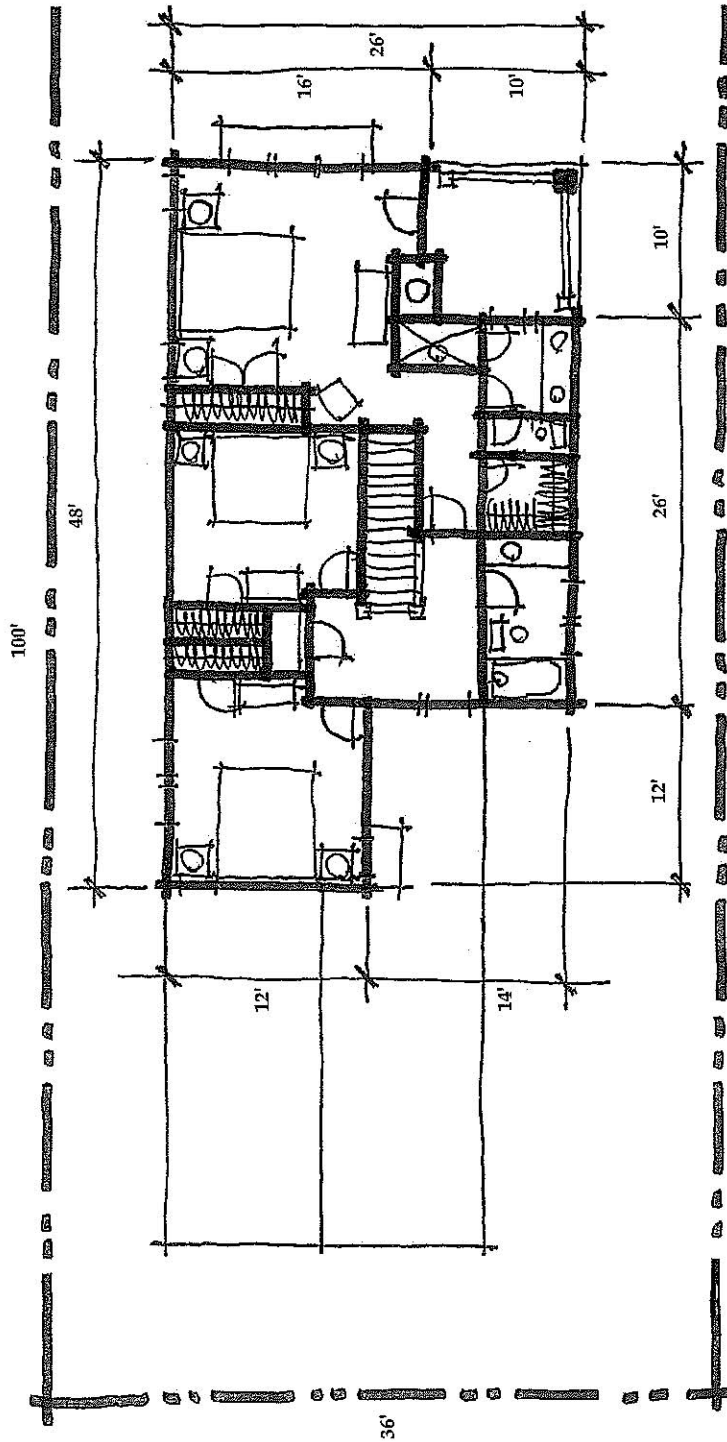


TERRACE POINT
MUSKEGON, MICHIGAN
PARKLAND PROPERTIES

FIRST FLOOR PLAN - SCHEME A

Scale: 1/8" = 1'-0"

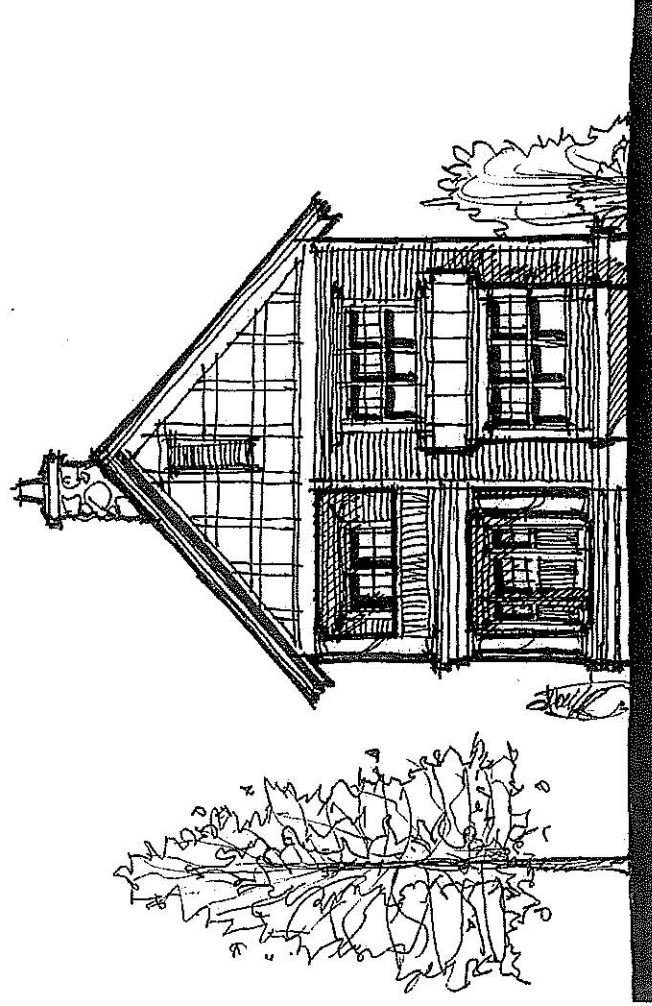
SEARS ARCHITECTS
GRAND RAPIDS, MICHIGAN
616.336.8495 www.searsarchitects.com
18 JANUARY 2013
2012-144



TERRACE POINT
MUSKEGON, MICHIGAN
PARKLAND PROPERTIES

SECOND FLOOR PLAN - SCHEME A
Scale: 1/8" = 1'-0"

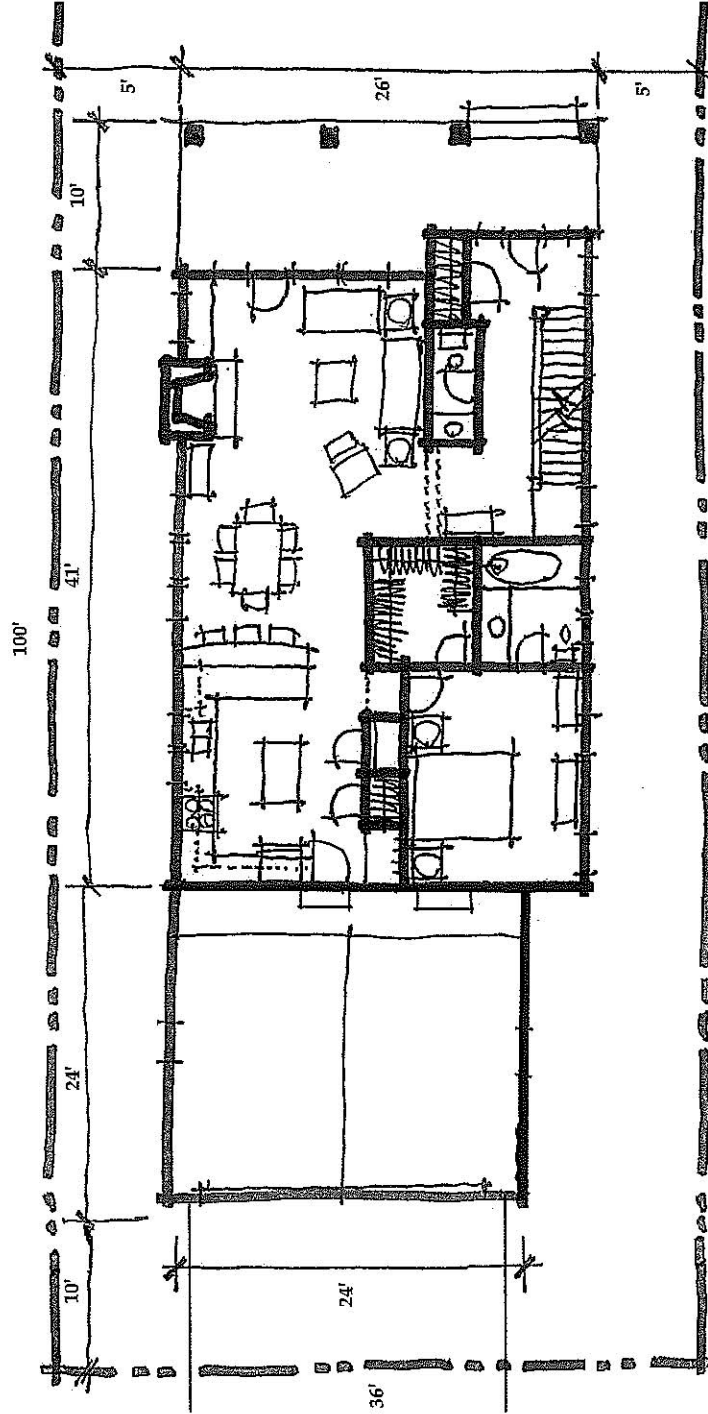
SEARS ARCHITECTS
GRAND RAPIDS, MICHIGAN
616.336.8495 www.searsarchitects.com
18 JANUARY 2013
2012-144



TERRACE POINT
MUSKEGON, MICHIGAN
PARKLAND PROPERTIES

FRONT ELEVATION - SCHEME A
Scale: 1/8" = 1'-0"

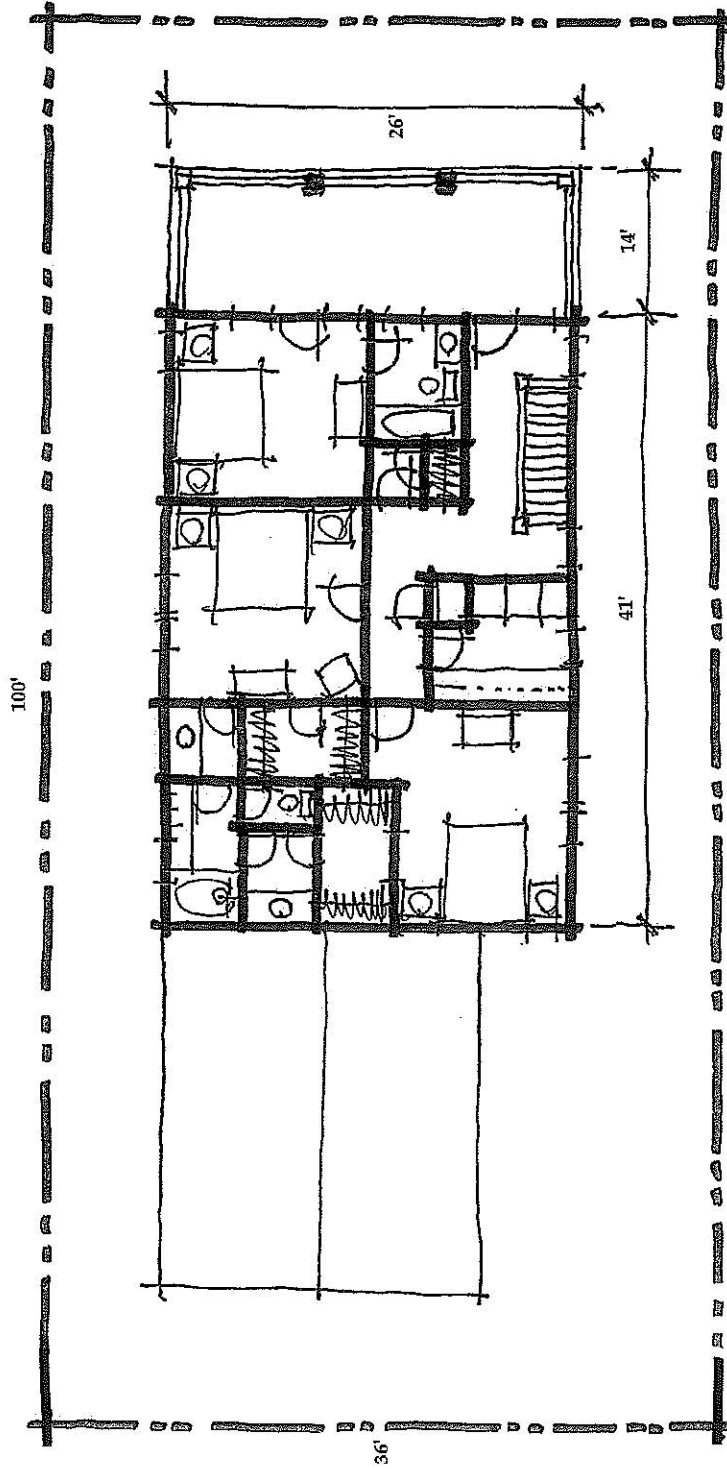
SEARS ARCHITECTS
GRAND RAPIDS, MICHIGAN
616.336.8495 www.searsarchitects.com
18 JANUARY 2013
2012-144



TERRACE POINT
MUSKEGON, MICHIGAN
PARKLAND PROPERTIES

FIRST FLOOR PLAN - SCHEME B
Scale: 1/8" = 1'-0"

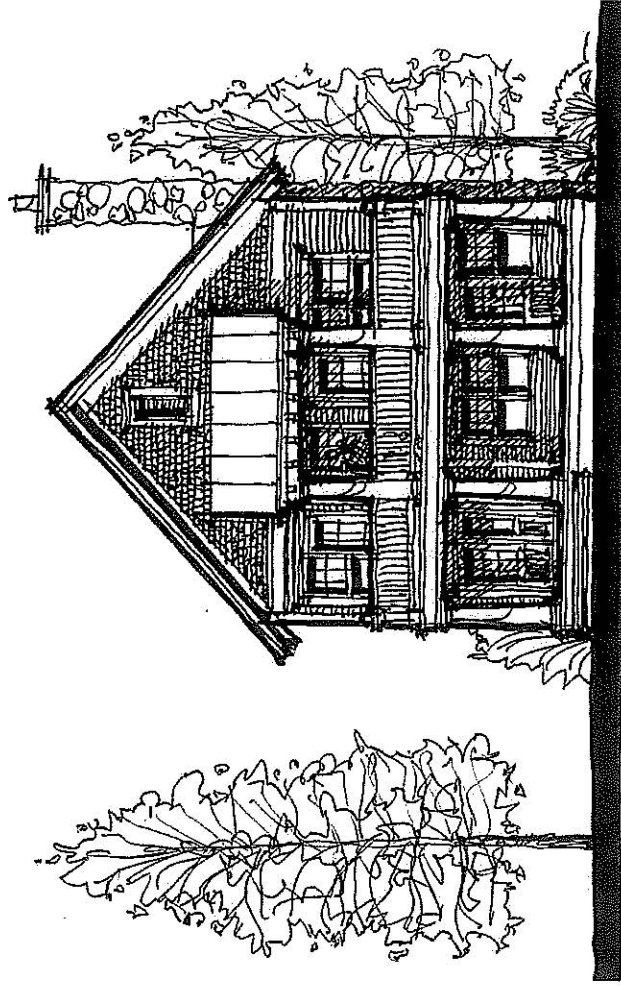
SEARS ARCHITECTS
GRAND RAPIDS, MICHIGAN
616.336.8495 www.searsarchitects.com
18 JANUARY 2013
2012-144



TERRACE POINT
MUSKEGON, MICHIGAN
PARKLAND PROPERTIES

SECOND FLOOR PLAN - SCHEME B
Scale: 1/8" = 1'-0"

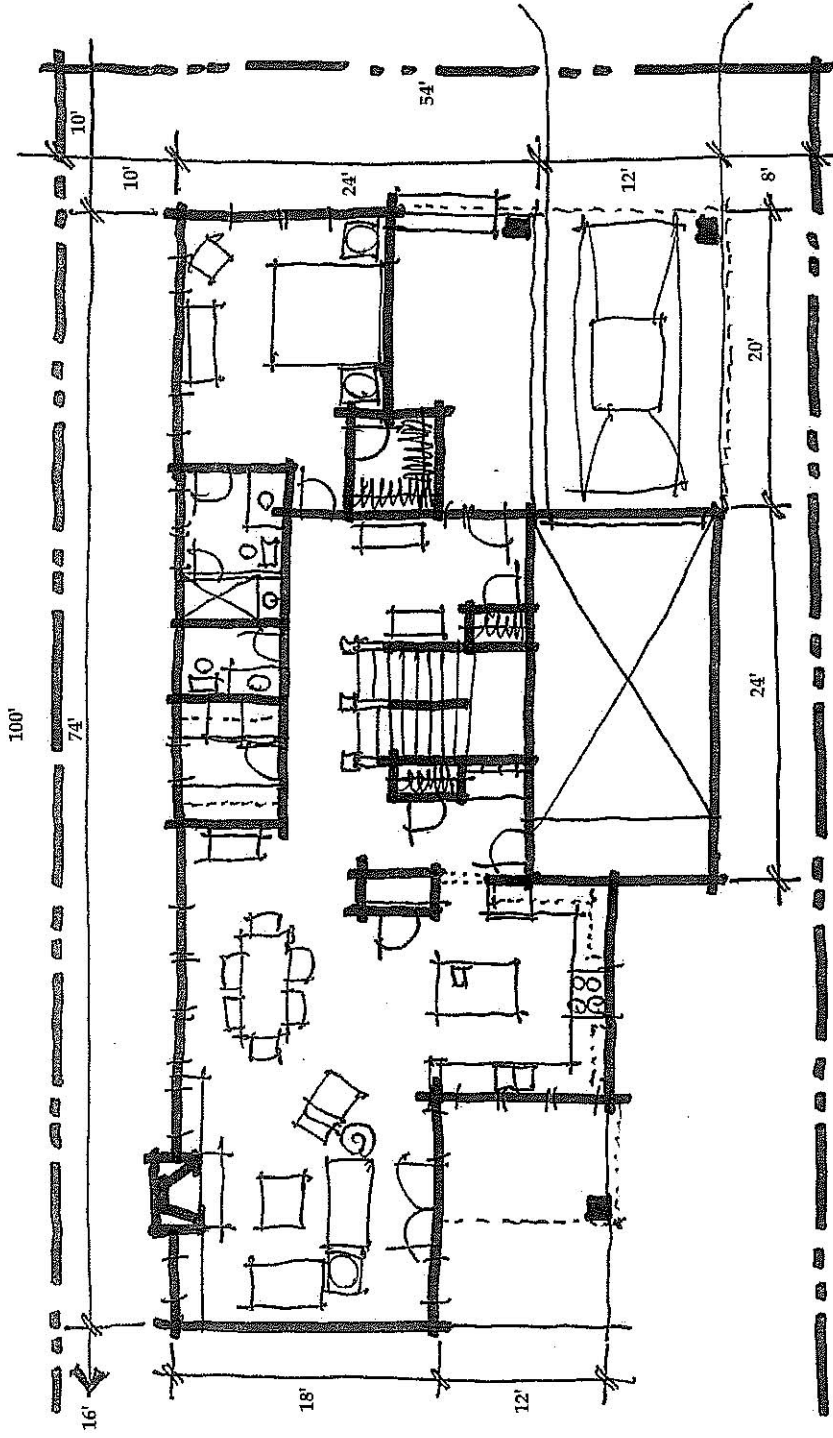
SEARS ARCHITECTS
GRAND RAPIDS, MICHIGAN
616.336.8495 www.searsarchitects.com
18 JANUARY 2013
2012-144



TERRACE POINT
MUSKEGON, MICHIGAN
PARKLAND PROPERTIES

FRONT ELEVATION - SCHEME B
Scale: 1/8" = 1'-0"

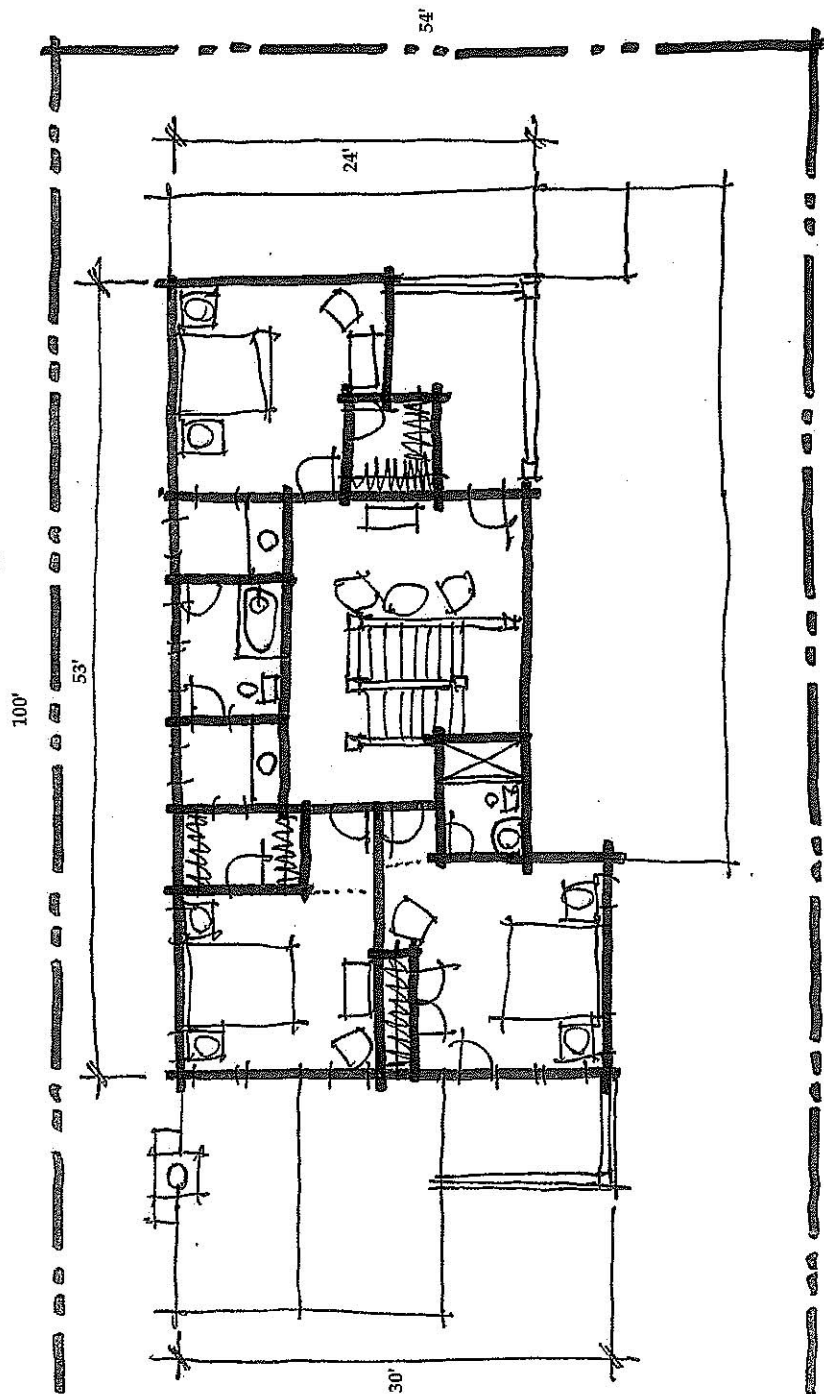
SEARS ARCHITECTS
GRAND RAPIDS, MICHIGAN
616.336.8495 www.searsarchitects.com
18 JANUARY 2013
2012-144



TERRACE POINT
MUSKEGON, MICHIGAN
PARKLAND PROPERTIES

FIRST FLOOR PLAN - SCHEME C
Scale: 1/8" = 1'-0"

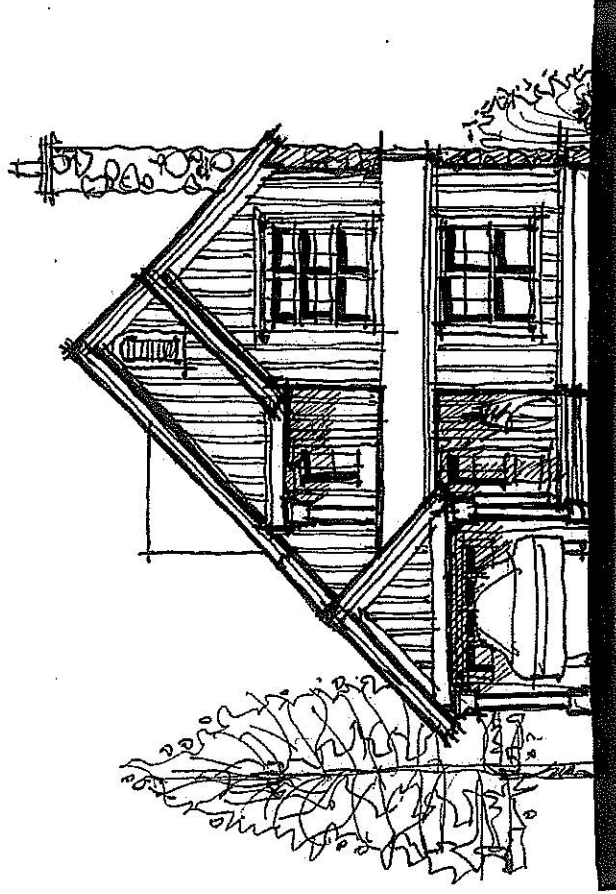
SEARS ARCHITECTS
GRAND RAPIDS, MICHIGAN
616.336.8495 www.searsarchitects.com
18 JANUARY 2013
2012-144



TERRACE POINT
MUSKEGON, MICHIGAN
PARKLAND PROPERTIES

SECOND FLOOR PLAN - SCHEME C
Scale: 1/8" = 1'-0"

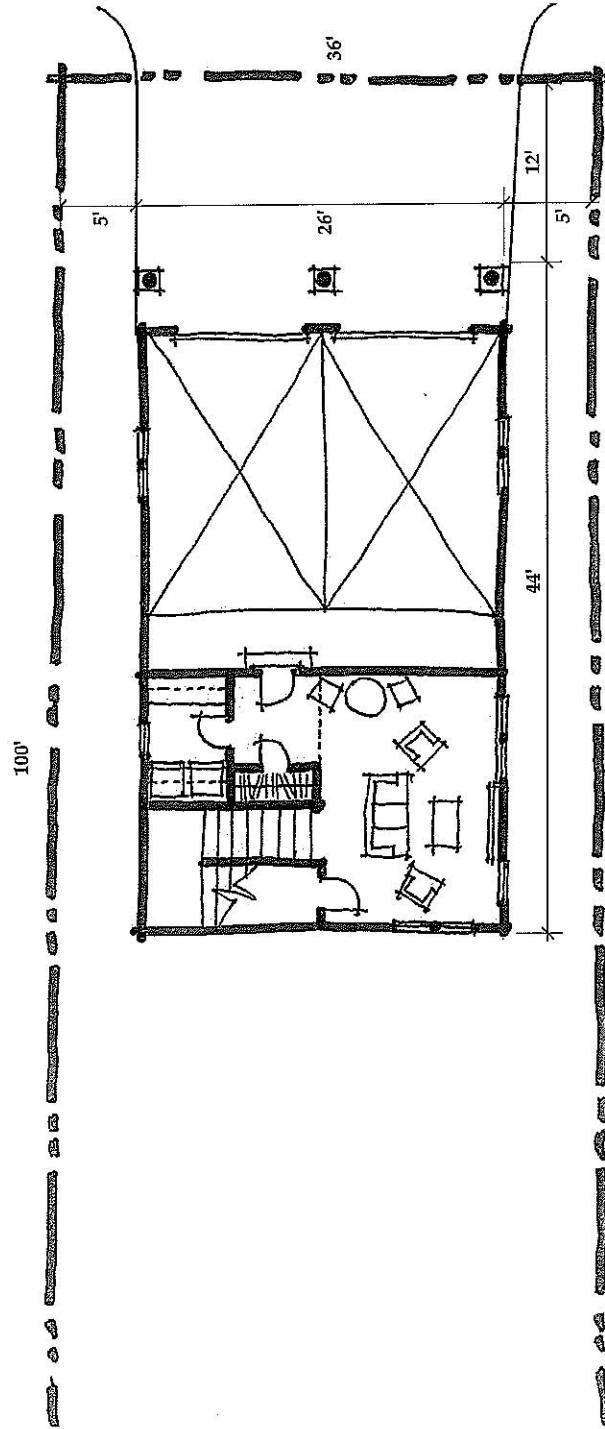
SEARS ARCHITECTS
GRAND RAPIDS, MICHIGAN
616.336.8495 www.searsarchitects.com
18 JANUARY 2013
2012-144



TERRACE POINT
MUSKEGON, MICHIGAN
PARKLAND PROPERTIES

FRONT ELEVATION - SCHEME C
Scale: 1/8" = 1'-0"

SEARS ARCHITECTS
GRAND RAPIDS, MICHIGAN
616.336.8495 www.searsarchitects.com
18 JANUARY 2013
2012-144

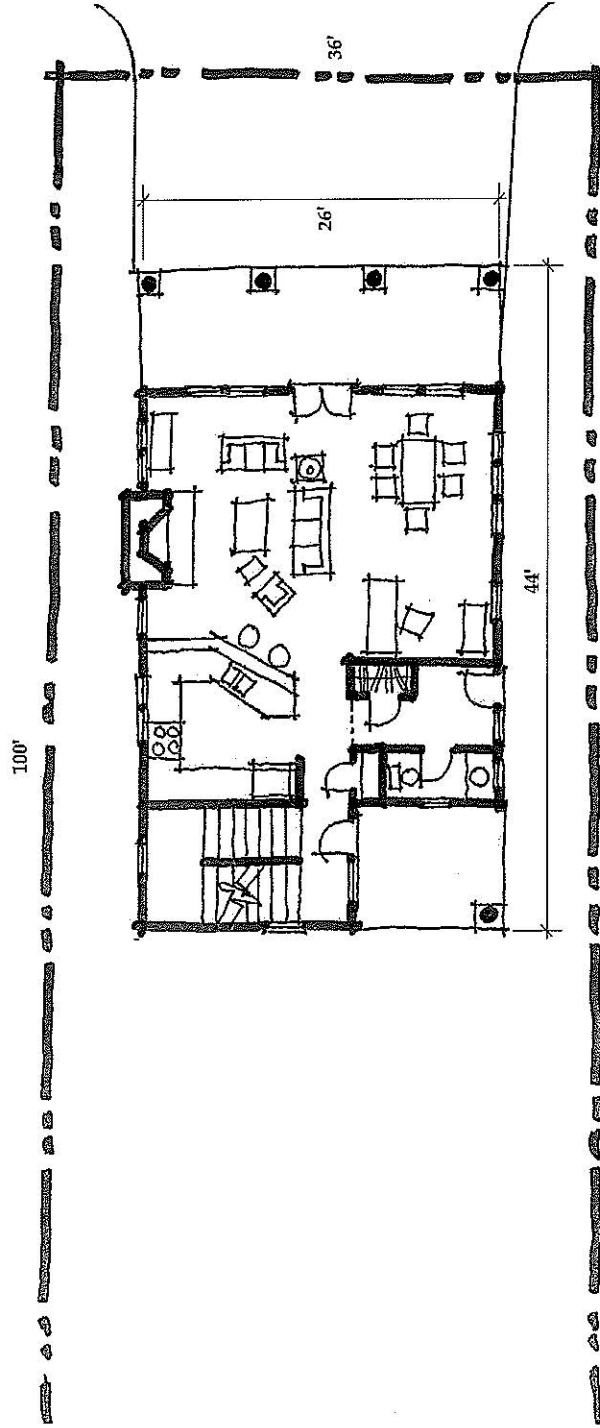


TERRACE POINT
MUSKEGON, MICHIGAN
PARKLAND PROPERTIES

FIRST FLOOR PLAN - SCHEME D

Scale: 1/8" = 1'-0"

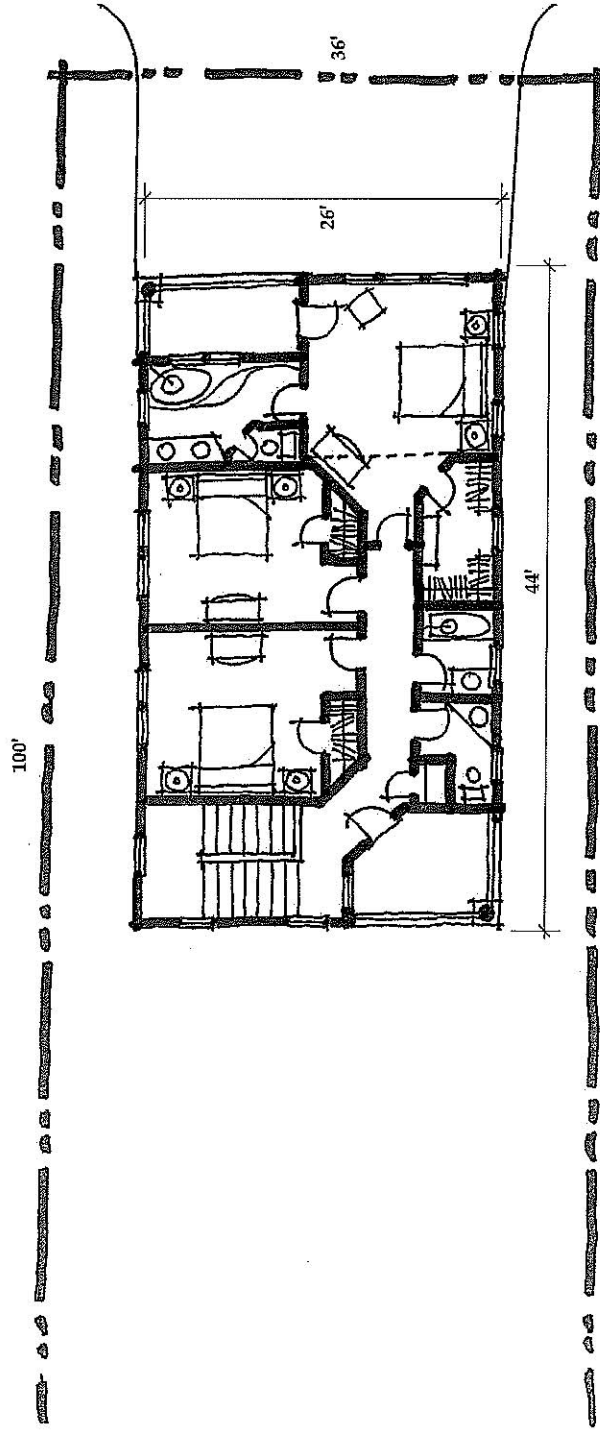
SEARS ARCHITECTS
GRAND RAPIDS, MICHIGAN
616.336.8495 www.searsarchitects.com
18 JANUARY 2013
2012-144



TERRACE POINT
MUSKEGON, MICHIGAN
PARKLAND PROPERTIES

SECOND FLOOR PLAN - SCHEME D
Scale: 1/8" = 1'-0"

SEARS ARCHITECTS
GRAND RAPIDS, MICHIGAN
616.336.8495 www.searsarchitects.com
18 JANUARY 2013
2012-144

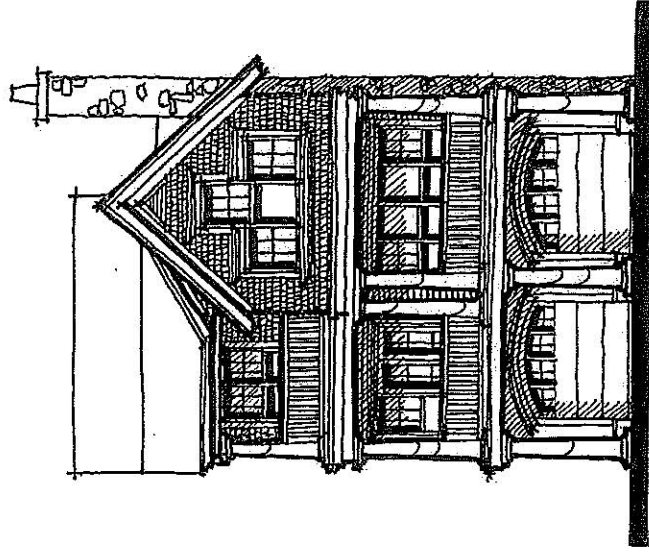


TERRACE POINT
MUSKEGON, MICHIGAN
PARKLAND PROPERTIES

THIRD FLOOR PLAN - SCHEME D

Scale: 1/8" = 1'-0"

SEARS ARCHITECTS
GRAND RAPIDS, MICHIGAN
616.336.8495 www.searsarchitects.com
18 JANUARY 2013
2012-144



TERRACE POINT
MUSKEGON, MICHIGAN
PARKLAND PROPERTIES

FRONT ELEVATION - SCHEME D

Scale: 1/8" = 1'-0"

SEARS ARCHITECTS
GRAND RAPIDS, MICHIGAN
616.336.8495 www.searsarchitects.com
18 JANUARY 2013
2012-144

AGENDA ITEM NO. _____

CITY COMMISSION MEETING February 26, 2013

TO: Honorable Mayor and City Commissioners

FROM: Bryon L. Mazade, City Manager

DATE: February 20, 2013

RE: 2013–2014 City Commission Goals

SUMMARY OF REQUEST:

To approve the attached list of goals for 2013-2014. This list is the result of the goals setting session held on February 8, 2013.

FINANCIAL IMPACT:

Unknown at this time.

BUDGET ACTION REQUIRED:

None at this time.

STAFF RECOMMENDATION:

To approve the attached list of goals.

COMMITTEE RECOMMENDATION:

The City Commission met on February 8, 2013 and identified the attached list of goals for 2013-2014.

Proposed 2013-2014
City Commission Goals

1. Focus on Law Enforcement.
2. Transitional Planning (City Manager position).
2. Improvements/Development at Pere Marquette Park.
2. Working Relationships with Other Governments.
5. Code Enforcement.
5. Employment Diversity.
7. Re-Use of Melching Property.
7. Youth/Jobs Program.
9. Help Develop Youth Friendly Businesses.

Commission Meeting Date: February 26, 2013

Date: February 15, 2013
To: Honorable Mayor & Commissions
From: Jeffrey Lewis, Director of Public Safety
RE: Concurrence with the Housing Board of Appeals Notice and Order to Demolish. Dangerous Building Case # EN120047

SUMMARY OF REQUEST:

This is to request that the City Commission Concur with the findings of the Housing Board of Appeals that all structures located at 1275 ALLEN AVE is unsafe, substandard, a public nuisance and that it be demolished within thirty (30) days. It is further requested that administration be directed to obtain bids for the demolition of the structure and that the Mayor and City Clerk be authorized and directed to execute a contract for demolition with the lowest responsible bidder.

Case # & Project Address: # EN120047 – 1275 ALLEN AVE.

Location and ownership: This structure is located on Allen between Ewart and Plymouth and is currently owned by Marjorie N. Waller Doyle, 1275 Allen Ave., Muskegon, MI 49442.

Staff Correspondence: A dangerous building inspection was conducted on 04/19/2012 of the exterior only due to a fire on the same day. The Notice and Order to Repair was issued on 04/30/2012. On 08/02/2012 the HBA declared the structure dangerous, substandard, and a public nuisance.

Financial Impact: CDBG Funds

Budget Action Required: None.

State Equalized Value: \$5,800 (Entire Property)

Estimated cost to repair: \$30,000

Staff Recommendation: To concur with the Housing Board of Appeals decision to demolish.

CITY OF MUSKEGON

933 Terrace St., P.O. Box 537, Muskegon, MI 49443 (231) 724-6715

DANGEROUS BUILDING INSPECTION REPORT

Thursday, April 19, 2012

Enforcement # EN120047 **Property Address** 1275 ALLEN AVE
Parcel #24-850-001-0009-00 **Owner** DOYLE MARJORIE N WALLER

Inspector: Henry Faltinowski

Date completed: 04/19/2012

DEFICIENCIES:

1. Structural damage to home roof system needs to be replaced. Rafters, ceiling joist, sheathing, roof covering.
2. Damaged walls and floors need to be rebuilt to MRC code.
3. Smoke alarms and egress to be installed per MRC code.
4. Replace damaged siding & sheathing.
5. Request interior inspections by trade inspectors.

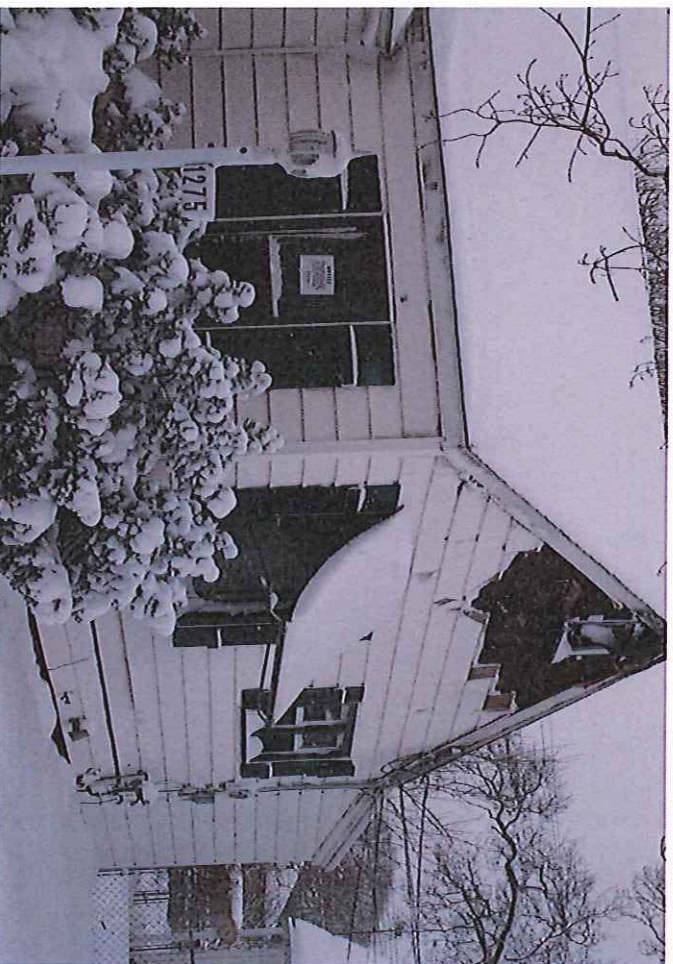
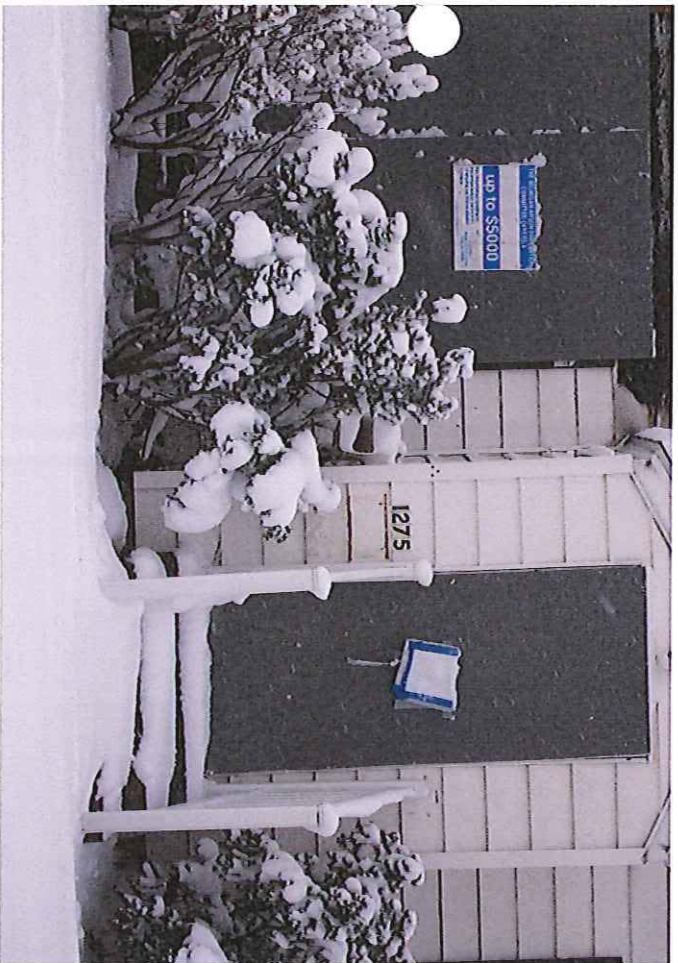
Request interior inspection by all trades, electrical, mechanical and plumbing. Please contact Inspection Services with any questions or to schedule an inspection at 933 Terrace St., Muskegon, MI 49440 (231) 724 6758.

Based upon my recent inspection of the above property I determined that the structure meets the definition of a Dangerous Building and/or Substandard Building as set forth in Section 10-61 of the Muskegon City Code.


Henry Faltinowski, Building Inspector


Date

1275 Allen
2/11/13



1275 Allen DB File



24-850-001-0009-00



Commission Meeting Date: February 26, 2013

Date: February 15, 2013
To: Honorable Mayor & Commissions
From: Jeffrey Lewis, Director of Public Safety
RE: Concurrence with the Housing Board of Appeals Notice and Order to Demolish. Dangerous Building Case # EN120068

SUMMARY OF REQUEST:

This is to request that the City Commission Concur with the findings of the Housing Board of Appeals that all structures located at 665 ALLEN AVE Area 11 is unsafe, substandard, a public nuisance and that it be demolished within thirty (30) days. It is further requested that administration be directed to obtain bids for the demolition of the structure and that the Mayor and City Clerk be authorized and directed to execute a contract for demolition with the lowest responsible bidder.

Case # & Project Address: # EN120068 – 665 ALLEN AVE.

Location and ownership: This structure is located on Allen between Getty and Scott and is currently owned by Roberta M. Sullivan, 655 East Wythe St., Petersburg, VA 23803.

Staff Correspondence: A dangerous building inspection was conducted on 06/21/2012 of the exterior only. The Notice and Order to Repair was issued on 06/26/2012. On 08/02/2012 the HBA declared the structure dangerous, substandard, and a public nuisance. Owens Trust had been the owner at the beginning of the process. Since then the property had been foreclosed on by the County Treasurer and sold to the current owner through the tax sale to Roberta M. Sullivan. All information regarding this case had been mailed to the current property owner on 10/01/2012 giving the new owner 10 days to discuss their intention for the property. The current owner has made no contact.

Financial Impact: CDBG Funds

Budget Action Required: None.

State Equalized Value: \$16,100 (Entire Property)

Estimated cost to repair: \$18,000

Staff Recommendation: To concur with the Housing Board of Appeals decision to demolish.

CITY OF MUSKEGON

933 Terrace St., P.O. Box 537, Muskegon, MI 49443 (231) 724-6715

DANGEROUS BUILDING INSPECTION REPORT

Thursday, June 21, 2012

Enforcement # EN120068 **Property Address** 665 ALLEN AVE
Parcel #24-205-060-0008-00 **Owner** OWENS TRUST

Inspector: Henry Faltinowski

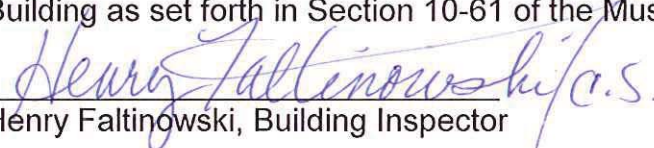
Date completed: 06/21/2012

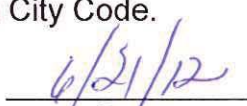
DEFICIENCIES:

1. Replace roof covering on entire home and garage.
2. Replace damaged roof sheathing - call for inspection when roof is stripped.
3. Replace damaged missing garage doors.
4. Scrape and paint home & reside.
5. Replace broken - damaged windows, frames and doors.
6. Request interior inspection by trade inspectors.
7. Home has been boarded over 6 months.

Request interior inspection by all trades, electrical, mechanical and plumbing. Please contact Inspection Services with any questions or to schedule an inspection at 933 Terrace St., Muskegon, MI 49440 (231) 724 6758.

Based upon my recent inspection of the above property I determined that the structure meets the definition of a Dangerous Building and/or Substandard Building as set forth in Section 10-61 of the Muskegon City Code.


Henry Faltinowski, Building Inspector


Date

665 ALLEN 2/1/13



DB. 665 ALKO Home w/ol garage.

