

**CITY COUNCIL MEETING**  
St. Ignace, Michigan  
Monday, March 16, 2020 – 7:00 p.m.  
City Council Chambers

**\*\*\*\*A G E N D A\*\*\*\***

- I. Call to Order
- II. Pledge of allegiance
- III. Invocation
- IV. Roll call
- V. Consideration of minutes of the March 2, 2020 meeting
- VI. Public Comment
- VII. Additions to the Agenda (Council and Staff Only)
- VIII. Business
  - 1. **PUBLIC HEARING ORDINANCE 651 SHORT TERM RENTAL**
  - 2. **ADOPT ORDINANCE 651**
  - 3. **APPROVAL OF PETITION AND RESOLUTION FOR PLATTED LOT SPLIT**
  - 4. **MHS REQUEST TO CHARGE ADMISSION TO FORT DEBUADE MUSEUM**
  - 5. **BUDGET AMENDMENTS**
  - 6. **FINANCIALS**
- IX. Public Comment
- X. Consideration of Bills

**City of St. Ignace  
Council Proceedings  
(Unofficial)**

A Regular Meeting of the St. Ignace City Council was held on Monday, March 2, 2020, in the Council Chambers at City Hall.

The meeting was called to order at 7:00 p.m. by Mayor Litzner, with the Pledge of Allegiance. Councilmember Clapperton gave the invocation.

**Present:** Councilmembers Clapperton, Fullerton, Mayor Litzner, Mayor Pro-Tem Paquin, Councilmembers Pelter, St. Louis and Tremble.

**Absent:** None.

**Staff Present:** Mike Stelmaszek, City Manager; Lauren Yoder, Marina Director; Anthony Brown, Chief of Police; Andrea Insley, City Clerk/Treasurer; Charles Palmer, City Attorney.

**Consideration of minutes from February 17, 2020 Council meeting:**

It was moved by Councilmember Clapperton, seconded by Councilmember St. Louis, to approve the minutes from February 17, 2020. Motion carried unanimously.

**Limited Public Comment:**

Public comment was received regarding Enbridge and their community outreach information.

**Additions to the Agenda:**

City Manager Stelmaszek - Arts Dockside Resolution 2020.

**1. INTRODUCE ORDINANCE 651 SHORT TERM RENTAL:**

City Manager Stelmaszek introduced Ordinance No. 651 Short Term Rental to Council. It was moved by Councilmember Pelter, seconded by Mayor Pro-Tem Paquin, to schedule a Public Hearing for Monday, March 16, 2020, at 7:00 p.m. Motion carried unanimously.

**2. POLICE DEPARTMENT UPDATE:**

Police Chief Brown reviewed the Police Department's 2019 fiscal year with Council.

**3. APPROVAL OF UPDATED COMMITTEES:**

City Manager presented an updated Committee list for 2020 with collaboration from Mayor Litzner. It was moved by Councilmember Fullerton, seconded by Councilmember Clapperton, to approve the updated Committee list as presented. Motion carried unanimously.

**4. RESOLUTION FOR JEEP THE MAC 2020:**

**RESOLUTION**

The following Resolution was offered for adoption by Mayor Pro-Tem Paquin, supported by Councilmember Tremble:

**WHEREAS**, the St. Ignace Events Committee request permission to conduct the Jeeps on the Mac, and

**WHEREAS**, this event requires the usage of I-75NB and I-75BL and the St. Ignace Little Bear East Arena parking lot, and

**WHEREAS**, Ordinance No. 413 of the City of St. Ignace, "The Peddler's Ordinance", requires certain criteria be met in order for the event to be held.

**NOW THEREFORE BE IT RESOLVED** that the St. Ignace City Council has determined that the St. Ignace Events Committee does meet the criteria established in the various sections of the Ordinance No. 413, and

**FURTHER BE IT RESOLVED** that the City Council does approve the usage of I-75NB, I-75BL and the St. Ignace Little Bear East Arena parking lot for this event on:

April 24, 2020

**Roll Call Vote:**

Yes: Councilmember Fullerton, Mayor Litzner, Mayor Pro-Tem Paquin, Councilmembers Pelter, St. Louis, Tremble and Clapperton.

No: None.

Absent: None.

Resolution declared Adopted.

**5. APPROVAL FOR SPRING EXPO 2020:**

City Manager Stelmaszek introduced Bridgett Sorenson representing the St. Ignace Visitors Bureau to inform Council of the Spring Expo 2020 taking place at Little Bear East May 1- 3, 2020. It was moved by Mayor Pro-Tem Paquin, seconded by Councilmember Fullerton, to approve the Spring Expo 2020 event at Little Bear East. Motion carried unanimously.

**6. RESOLUTION FOR 45<sup>TH</sup> ANNUAL ST. IGNACE CAR SHOW 2020:**

**Resolution**

The following resolution was offered for adoption by Councilmember Fullerton, supported by Councilmember Clapperton:

**WHEREAS**, St. Ignace Visitors Bureau requests permission to conduct the "45<sup>th</sup> Annual St. Ignace Car Show Weekend" and;

**WHEREAS**, Chapter 22, "Peddlers and Solicitors" of the City of St. Ignace Code, as amended, requires certain criteria be met by St. Ignace Visitors Bureau, to comply with the "Special Events" requirements of the City, and;

**WHEREAS**, St. Ignace Visitors Bureau has agreed to provide the City Council with all of the information required by Chapter 22, "Peddlers and Solicitors" of the City of St. Ignace Code, as amended, and

**THEREFORE BE IT RESOLVED** that the City Council has determined that the St. Ignace Visitors Bureau, has agreed to meet the criteria established in the various sections of Chapter 22, "Peddlers and Solicitors" of the City of St. Ignace Code, as amended, within the time frame established in said Chapter 22, and

**FURTHER BE IT RESOLVED** that the City Council does approve St. Ignace Visitors Bureau to be a "Special Events Organization", and approves the use of the various public properties within the City Limits for this event on the days of June 25, 26, 27, 28, 2020 and further grants St. Ignace Visitors Bureau the authority to control vending approved by the City during the event. The City of St. Ignace does not financially participate in the "45<sup>th</sup> Annual Car Show Weekend", and

**FURTHER BE IT RESOLVED** that the City does approve street closures, subject to compliance with City and MDOT rules and regulations, and the use of the following areas and dates:

45<sup>th</sup>. Annual St. Ignace Car Show Weekend– June 25, 26, 27, 28, 2020, American Legion Park, parking lot only, and other public properties located between Marquette Street and Church Street on State Street for the Car Show on Saturday, June 27, 2020 between 4:00 a.m. and 5:00 p.m., and State A Street and Church Street, for the parade on Friday, June 26, 2020, from 6:00 p.m. to 10:00 p.m., subject to MDOT approval.

**Roll Call Vote:**

Yes: Mayor Litzner, Mayor Pro-Tem Paquin, Councilmembers Pelter, St. Louis, Tremble, Clapperton and Fullerton.

No: None.

Absent: None.

Resolution declared Adopted.

**7. RESOLUTION FOR 6<sup>TH</sup> ANNUAL ROCK & RUN 2020:**

**RESOLUTION**

The following Resolution was offered for adoption by Councilmember Pelter, supported by Councilmember Fullerton:

**WHEREAS**, the Mackinac Straits Health Foundation request permission to conduct the Rock and Run Half-Marathon and 5-K Run/Walk; and

**WHEREAS**, this event requires the usage of North State, Graham, Hombach, Paro, Church and Bertrand Streets; and

**WHEREAS**, Ordinance No. 413 of the City of St. Ignace, "The Peddler's Ordinance", requires certain criteria be met in order for the event to be held.

**NOW THEREFORE BE IT RESOLVED** that the St. Ignace City Council has determined that the Mackinac Straits Health Foundation does meet the criteria established in the various sections of the Ordinance No. 413, and

**FURTHER BE IT RESOLVED** that the City Council does approve the usage of North State, Graham, Hombach, Paro, Church and Bertrand Streets for this event on:

Saturday, May 16, 2020 @ 8:30a.m.

**Roll Call Vote:**

Yes: Mayor Pro-Tem Paquin, Councilmembers Pelter, St. Louis, Tremble, Clapperton, Fullerton and Mayor Litzner.

No: None.

Absent: None.

Resolution declared Adopted.

**8. RESOLUTION FOR DOWNTOWN YARD SALE 2020:**

**Resolution**

The following Resolution was offered for adoption by Mayor Pro-Tem Paquin, seconded by Councilmember Pelter:

**WHEREAS**, the St. Ignace Business Association is requesting to sponsor the Downtown Yard Sale, and

**WHEREAS**, Ordinance No. 413 of the City of St. Ignace, "The Peddler's Ordinance", requires certain criteria be met in order for the event to be held.

**THEREFORE BE IT RESOLVED** that the St. Ignace City Council has determined that the St. Ignace Business Association does meet the criteria established in the various sections of Ordinance No. 413, and

**FURTHER BE IT RESOLVED** that the City Council does approve the usage of downtown property for this event on Saturday, June 20, 2020, from 8 a.m. – 5 p.m.

**Roll Call Vote:**

Yes: Councilmembers Pelter, St. Louis, Tremble, Clapperton, Fullerton, Mayor Litzner and Mayor Pro-Tem Paquin.

No: None.

Absent: None.

Resolution declared Adopted.

**Additions to the Agenda:**

**City Manager Stelmaszek – Arts Dockside Resolution 2020:**

**Resolution**

The following Resolution was offered for adoption by Mayor Litzner, supported by Councilmember Tremble:

**WHEREAS**, the St. Ignace Business Association requests permission to sponsor and hold the "Arts Dockside", and

**WHEREAS**, the event requires the use of public streets and property in the Dock No. 2 area, and

**WHEREAS**, Ordinance No. 413 of the City of St. Ignace, "The Peddler's Ordinance", as amended, requires certain criteria be met by the St. Ignace Business Association in compliance with the "Special Events" requirements of the City, and

**WHEREAS**, the St. Ignace Business Association has provided the City Council with all of the information required by Ordinance No. 413.

**THEREFORE BE IT RESOLVED** that the City Council has determined that the St. Ignace Business Association has met the criteria established in the various sections of Ordinance No. 413, and

**FURTHER BE IT RESOLVED** that the City Council does approve the St. Ignace Business Association to be a Special Events Organization and approves the use of the Dock No. 2 area and the easterly northbound lane of South State Street between McCann Street on the South and Truckey Street on the North for this event on:

Saturday, September 5, 2020  
Sunday, September 6, 2020

**Roll Call Vote:**

Yes: Councilmembers St. Louis, Tremble, Clapperton, Fullerton, Mayor Litzner, Mayor Pro-Tem Paquin  
and Councilmember Pelter.

No: None.

Absent: None.

Resolution declared Adopted.

**Public Comment:** None.

**Consideration of Bills:**

It was moved by Councilmember Pelter, seconded by Councilmember Tremble, to approve payment of the bills in the amount of \$30,675.08. Motion carried unanimously.

**The following bills were presented to Council for payment:**

ADVANCED VOIP DATA LLC	1,504.00
HAWKINS	2,488.58
HD SUPPLY FACILITIES MAINTENANCE LT	1,971.97
HYDRITE CHEMICAL CO	15,180.72
IDEXX DISTRIBUTION CORP	1,215.36
INTERSTATE BATTERIES	23.90
J.A.S. VENEER & LUMBER	180.00
KSS ENTERPRISES	14.69
MACKINAC PLUMBING AND HEATING CO	124.22
MC VEIGH'S TRUCK SPRINGS	2,311.94
MICHAEL RICHARD LAMB	432.50
MILLER CONSULTATIONS&ELECTIONS,INC	109.83
NATIONAL SAFETY COMPLIANCE INC	250.00
NSI LAB SOLUTIONS	524.00
OK INDUSTRIAL SUPPLY	18.15
PARAGON LABORATORIES, INC	75.00
QUARTZ LAMPS INC	2,706.92

STANDARD ELECTRIC COMPANY	332.87
SYNCB/AMAZON	403.43
TED FESTERLING LLC	532.00
UPPER PENINSULA GOLF ASSOCIATION	125.00
USGA CLUB MEMBERSHIP	150.00
Grand Total:	\$30,675.08

There being no further business, the meeting adjourned at 7:18 p.m.

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**Connie Litzner, Mayor**

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**Andrea Insley, City Clerk/Treasurer**

**CITY COUNCIL MEETING  
CITY COUNCIL CHAMBERS  
MONDAY, MARCH 16th, 2020  
AT 7:00PM  
\*\*\*\*MANAGERS REPORT\*\*\*\***

**CONSIDERATION OF ADOPTION OF ORDINANCE 651**

This ordinance has been prepared by the Planning Commission with consideration of public impute, under the advisement of our Zoning Administrator and City Attorney.

**REQUEST FOR APPROVAL OF RESOLUTION FOR A PLATTED LAND SPLIT**

On behalf of the land owner (Josh Soblaskey), Neil Hill has prepared a change in the plotted boundary of Lot #26 of block #1 of the "Crains" subdivision. The request will abate an issue of encroachment of an existing house adjacent to this lot (#27).

**HISTORICAL SOCIETY MUSEUM ADMISSION REQUEST**

The Historical Society is requesting approval to charge admission to their Museum in the building currently owned and leased to them by the City. Provisions within the lease require Council approval.

**BUDGET AMENDMENTS**

The highlighted amendments specifically address costs regarding our pension liability issue. The premium increases are now set by MERS (each year) to bring the pension up to a 100% funding level by 2038. The requested appropriation from the Other Employee Benefit Trust Fund (729) is for making extra payments toward improving this funding mandate before 2038 as part of an acceptable State Treasury Department "Action Plan". This Pension liability issue exacerbates the Cities already fragile financial condition. These amendments create deficits in 6 of the 8 funds they effect causing the most significant increase to the City's General Fund (101). The proposed Pension cost increases to this Fund total \$68,000, and are offset by \$26,000 in other amended changes to the budget. Other proposed amendments related to Employee Health Care Benefits have also significantly affected this Fund (101). The need for these requested spending increases are mostly caused by an increase in the use of these benefits, adding to a total proposed General Fund budget increase of \$71,100. I will be working with department heads to bring these deficits down.



Only one of the two Employee Retirement Benefit divisions the City currently has is open to new members. Both are “**Defined Benefit**” plans. The current Pension liability issue may facilitate the need to close both current divisions and create a third division for future employees that is a “**Defined Contribution**” plan.

The Finance Committee is in support of these amendments. They are before you for your consideration.

### **OTHER MATTERS**

The minutes from the last Finance Committee are included in your packet for your review. The next Work Session is March 30<sup>th</sup> at 6:00pm. Christopher Germain from the Michigan Economic Development Corporation (MEDC) will be here to talk about Economic Development and the Redevelopment Ready Certification (RRC) process.

CITY OF SAINT IGNACE  
MACKINAC COUNTY, MICHIGAN  
AMENDED ORDINANCE 549 BED & BREAKFAST  
TO  
SHORT TERM RENTAL  
ORDINANCE No. 651

AN ORDINANCE TO ADD ADDITIONAL DEFINITIONS TO SECTION 38-5, AND REVISE SECTION 38-358 TO PERMIT AND REGULATE SHORT TERM RESIDENTIAL RENTALS WITHIN THE CITY OF SAINT IGNACE, TO INSURE THE PUBLIC HEALTH, SAFETY AND WELFARE, AND TO PROVIDE PENALTIES FOR VIOLATIONS THEREOF.

THE CITY OF SAINT IGNACE ORDAINS:

PART 1. The City of Saint Ignace, Michigan, Code of Ordinances, is hereby amended to add the following definitions to Section 38-05 Definitions:

*Bathroom* means a room containing a toilet, a sink, and a bathtub or shower.

*Camp or camping* means the use of a camping unit or similar shelter for overnight accommodations (11:00 p.m. to 7:00 a.m., or a significant portion thereof) or for other temporary living.

*Camping unit* means portable outdoor overnight sleeping accommodations, lodgings, or other accommodations, with or without cooking facilities, including a tent, tent trailer, motorhome, travel trailer, pop-up or truck-mounted trailer, recreational vehicle, camper van, or other shelter used for temporary living.

*Occupancy* means the purpose for which a dwelling unit or portion thereof is utilized or occupied.

*Occupant* means any individual living or sleeping in a dwelling unit, or having possession of a space within a dwelling unit. "Occupant" does not include guests visiting a dwelling unit between the hours of 8:00 a.m. and 11:00 p.m.

*Operator* means any person who owns or has charge, care or control of a dwelling unit which is offered as a short term rental.

*Owner* means the person or entity that holds legal or equitable title to the dwelling unit (or portion thereof).

*Parcel* means a continuous area or acreage of land under common ownership. "Parcel" includes a single condominium unit.

*Person* means an individual, trustee, personal representative, conservator, receiver, agent, firm, corporation, association, partnership, limited liability company, or other legal entity.

*Short Term Rental* means any dwelling or condominium or portions thereof, that is available for use or is used for accommodations or lodging of a guest, paying a fee or other compensation for a period of less than thirty consecutive days.

Part 2. The City of Saint Ignace, Michigan, Code of Ordinances, is hereby amended to add the revised Chapter 38-358 which shall be titled as follows:

Sec 38-358 Short Term Rental (Residential) operations and regulations.

(a) Categories of Operation

- (1) Category 1, Short Term Rental Owner occupied single family dwelling unit, shall be the principal residence of the owner, and said owner shall live on the premises when the short term rental of a sleeping room or rooms is active.
- (2) Category 2, Short Term Rental Owner resides on a property where the owner does not live in the dwelling unit rented by the guest, but lives in a dwelling unit under the same roof such as a duplex, triplex, or apartment building, or on the same parcel, such as an accessory dwelling unit when the short term rental is active.
- (3) Category 3, Short Term Rental where the Property Owner resides within 30 minutes of the rented dwelling unit, but not under the same roof as the dwelling unit occupied by the guest when the short term rental is active.
- (4) Category 4, Short Term Rental where the Property Owner resides more than 30 minutes away from the rented dwelling unit occupied by the guest when the short term rental is active.

(b) Permit Required. No person shall permit, allow, or offer a dwelling unit to be used as a short term rental nor enter into a short term rental agreement concerning a dwelling unit within the City of Saint Ignace without first obtaining a permit from the City pursuant to the requirements of this Ordinance.

(c) Application and Fee Requirements. An operator seeking a permit under this Ordinance shall submit a complete application to the City Manager, or his or her designee and pay the required fee, which shall be determined from time to time by resolution of the City Council. The fee schedule adopted by the City Council may include an enhanced fee for dwelling units found to have been operating as unpermitted short term rentals in violation of this Ordinance. The application shall include proof of ownership of, or the legal right to rent, a dwelling unit, and all information reasonably necessary for the City Manager, or their designee, to determine whether the applicable standards for approval have been met. The City Council may approve the form and content of the application by resolution.

(d) Standards for Approval. The City Manager or their designee shall approve, or approve with conditions, an application for a short term rental permit only upon a finding that the dwelling unit complies with all of the following applicable standards:

(1) Guest register. Every operator shall keep a list of the names of the registered guests staying at the short term rental.

(2) Bedrooms and Sleeping Rooms. The size and occupancy of rooms used for sleeping purposes shall comply with all current State of Michigan applicable code requirements including the International Property Maintenance Code (Saint Ignace Code of Ordinances, Chapter 6 Buildings and Building Regulations, Article III. Property Maintenance Code, Section 6-61).

(3). Parking. The property owner shall designate to guests the location(s) of legal parking spaces for all Short Term Rentals.

(4). The appearance and upkeep of the dwelling shall not conflict with the residential character of the neighborhood, and be consistent with Chapter 12 Environment, and Chapter 38-361 Appearance and upkeep.

(5). Fire Safety and Emergency Access.

[a] Smoke Alarms. Smoke detectors/alarms shall be installed in each rental unit. All smoke detectors/alarms shall be UL(Underwriters Laboratories, Inc.) approved, and shall be installed in accordance with the provisions of the Michigan Residential Code and the household fire warning equipment provisions of the National Fire Protection Association (NFPA) standards Section 72.A. Smoke detectors/alarms shall be installed in the following locations:

[1] In each bedroom or sleeping room.

[2] Outside of each separate sleeping area in the immediate vicinity of the bedrooms.

[3] On each additional story of the rental unit, including basements and cellars but not including crawl spaces and uninhabitable attics. In rental units with split levels and without an intervening door between the adjacent levels, a smoke detector/alarm installed on the upper level shall suffice for the adjacent lower level provided that the lower level is less than one full story below the upper level.

[b] Bedroom and Sleeping Room Emergency Window Access.

[1] Every bedroom and sleeping room have contain a window meeting current fire code and/or building code standards for ingress and egress in an emergency.

[2] No bedroom or sleeping room shall be located in a basement unless the basement meets current code requirements for ceiling height, and contains a doorway open to the outside or contains a window meeting ingress and egress emergency standards.

[c] Fire Extinguishers. An operable fire extinguisher shall be located at an exit door on every floor level including the basement, and in the kitchen area.

(6) Designated Representative. The operator of a Category 3 or 4 Short Term Rental shall identify a designated representative as a contact person. The operator shall provide an address and a current 24-hour working phone number of the designated representative to the City Manager. Said designated representative must be available during the rental period within a thirty-minute drive of the dwelling unit.

(7) Zoning Compliance. No person shall be granted a short term rental permit unless the dwelling unit is in compliance with the City of Saint Ignace Zoning Ordinance. Nothing in this Ordinance shall be construed as excusing compliance with the requirements of the City of Saint Ignace Zoning Ordinance.

(8) State Law Compliance. No person shall be granted a short term rental permit unless the dwelling unit is in compliance with the current State Building Code, State Residential Code, State Mechanical Code, State Plumbing Code, National Electrical Code, and the Michigan Fire Prevention Code.

(9) Certification by Applicant. As part of the application, the applicant shall certify that the foregoing standards have been met. The City may deny or revoke a permit if the statements or representations made on the application are determined by the City Manager to be false or materially misleading. The applicant may appeal the City Manager's decision to the City Council in the manner provided by 38-358 (g)(3) of this Ordinance.

(10) No Category 3 or 4 Short Term Rental unit will be allowed in residential zoned R1 and R2 districts at a dwelling located within 300 feet of an existing short term rental unit.

(11) Variance requests related to Short Term Rental units in residential zoned districts shall be directed to the Planning Commission for review.

(e) Permit.

(1) Duration. A Short-Term Rental Use Permit shall be valid for the calendar year such permit was obtained (June 1 until May 31).

(2) Transferability. A Short-Term Rental Use Permit may not be transferred from one dwelling unit to another dwelling unit.

(3) Ownership transfer of permit. A Short-Term Rental Use Permit may not be transferred or assigned to any third party except heirs and assigns, and the Permit shall be void upon transfer of ownership of the property where the Short-Term Rental use is located. Upon change of ownership, the new owner must apply for a new Short-Term Rental Use Permit in order for Short-Term Rental Use activity to be authorized.

(4) The City will make available to the public the information shown on the Short-Term Rental Use Permit.

(5) Display. The Short-Term Rental Use Permit shall be displayed within the dwelling unit and contain the following information:

[a] Designated Representative Information. The name of the Contact Person, and a telephone number at which they may be reached on a twenty-four-hour basis; and

[b] Maximum Number of Occupants. The permit shall display the maximum number of occupants permitted at a dwelling unit. No person shall allow or permit a dwelling unit to exceed the maximum number of occupants stated on the permit.

[c] No paying guest shall camp or allow any person to camp on the land upon which a short term rental is located. This prohibition includes the occupation of tents, bivy sacks, campers, trailer coaches, camper trailers, vehicles, recreational vehicles, travel trailers, camping unit, or any other temporary shelter located on the land upon which a short term rental is located pursuant to a permit issued under 38-358 (d).

[d] Notification that an occupant may be cited or fined by the City, in addition to any other remedies available at law, for violating any provisions of this and other applicable Ordinances.

(6) Guest information. When the property owner is not present during Short Term Rental use, the following information is to be provided to guests:

[a] Emergency egress information for the dwelling unit.

[b] Applicable off-street and on-street parking standards, requirements, and regulations.

[c] Applicable campfire regulations, and restrictions.

[d] Requirements for trash collection and schedule for curbside pick-up.

[e] List of ordinances applicable to Short Term Rentals.

(f) Nuisance. A violation of this Ordinance is hereby declared to be a public nuisance per se and is hereby further declared to be offensive to the public health, safety, and welfare. All violations of this Ordinance shall be abated by a court of competent jurisdiction.

(g) Violations; Revocation of permit.

(1) Violations as Municipal Civil Infractions. Any person who violates any provision of this Ordinance shall be responsible for a Class C municipal civil infraction. Each day that a violation occurs constitutes a separate offense. Penalty, see Chapter 1 Section 1-7. Fees, Section 1-8 General Penalty; continuing violations, Section 1-9 Municipal Civil Infractions.

(2) Revocation of permit. The City may revoke the short term rental permit for any dwelling unit which is the site or subject of at least three (3) separate incidents or violations of this Ordinance (occurring on three (3) separate days) within a calendar year resulting in a plea of responsibility (with or without explanation), a plea of guilty, a plea of no contest, or a court's determination of responsibility or guilty by the owner, designated representative, or occupant for a violation of one or more of the following:

[a] Any provision of the City of Saint Ignace Code of Ordinances, including this Ordinance.

[b] Any provision of the City of Saint Ignace Zoning Ordinance or any permit or approval issued pursuant to the City of Saint Ignace Zoning Ordinance.

[c] Any provision of the Michigan Construction Code, the Michigan Residential Code, and/or the Michigan Fire Prevention Code.

(3) Revocation Procedure. Upon a determination by the City Manager that the permit of a dwelling unit is subject to revocation pursuant to subsection (2), the City Manager shall issue a notice to the operator or designated representative that the City intends to revoke the permit by first-class mail to the address listed on the permit. The operator or designated representative may within thirty (30) days from the date the notice was sent request a hearing before the Zoning Board of Appeals to show cause as to why the short term rental permit should not be revoked. If a hearing is timely requested, the City Manager or his or her designee shall notify the operator or designated representative of the time and place of the hearing. At the hearing, the operator or designated representative may present evidence that the violations of this Ordinance were due to or caused by extraordinary circumstances. The Zoning Board of Appeals may, in its discretion, reverse the determination of the City Manager to revoke the permit by a majority vote.

(4) Duration of Revocation. No permit shall be issued to an operator or designated representative for a period of thirty-six (36) months following the revocation of a permit pursuant to 38-358 (g)(3).

(h) Enforcement Officials. The City Manager or their designee, Ordinance Enforcement Officer, Building Inspector, Fire Marshall, and any City police officer are hereby designated as the authorized officials to issue and serve municipal civil infractions directing alleged violators of this Ordinance to appear in court.

(i) Civil Action. In addition to enforcing this Ordinance through the use of a municipal civil infraction proceeding, the City may initiate proceedings in the 92nd District Court for the County of Mackinac to

abate or eliminate the nuisance per se or any other violation of this Ordinance. Any person determined by the Circuit Court to have violated this Ordinance shall be responsible for all costs, including actual reasonable attorney fees, incurred by the City in the enforcement of this Ordinance. Such costs of enforcement shall constitute a lien against the parcel upon which the dwelling unit is located, and the City Treasurer shall certify the costs of enforcement to the Tax Assessor or other responsible official, who shall place the same on the next tax roll. The costs of enforcement so assessed shall be collected in the same manner as general City taxes.

(j) Severability. If any section, clause, or provision of this Ordinance is declared unconstitutional or otherwise invalid by a court of competent jurisdiction, said declaration shall not affect the remainder of the Ordinance, which shall be given effect without the invalid portion or application.

(k) Effective Date. This Ordinance shall become effective ninety (90) days after notice of adoption is published in a newspaper of general circulation within the City.

AYES: Members:  
NAYS: Members:  
ABSENT: Members:

ORDINANCE DECLARED ADOPTED.

\_\_\_\_\_,  
City Mayor  
City of Saint Ignace

\_\_\_\_\_,  
City Clerk  
City of Saint Ignace

STATE OF MICHIGAN     )  
                                  ) ss.  
COUNTY OF MACKINAC )

I hereby certify that the foregoing is a true and complete



# Petition for Platted Lot Split

## Lot Known As a portion of: Lot 26, Block 1, Crains Subdivision, City of St. Ignace

The undersigned petitions the Council of the City of St. Ignace to split a platted lot, pursuant to MCL 560.263, which lot is solely owned by:  
Josh Soblaskey of 401 Murray St., St. Ignace, Michigan 49781

**A. The Lots owned is described as follows:**

*Tax Parcel 052-320-006-00*

Description:

Lot 26 and the South ½ of an abandoned 20-foot alley, Block 1,  
Crains Subdivision,  
City of St. Ignace, Mackinac County, Michigan.

**B. A Copy of a drawing showing the lot before and after the split is attached as Exhibit "A"**

**C. The lot is in the following zone under the City Zoning Ordinance:**  
Residential II

**D. What is the purpose of the request to split the lot?**  
To correct an encroachment, and provide useable side-yards to both lots.

**E. The undersigned represents if the land is encumbered by any lien, mortgage or other interest, that owner has approved this request to split in writing, which approval is attached hereto.**

Applicant:                      Date: March 10, 2020

Josh Soblaskey

Via electronic signature

Neil Hill

Neil Hill, Surveyor, representative for Josh Soblaskey, Owner



Job No. 20017-JS-26-B1-GP

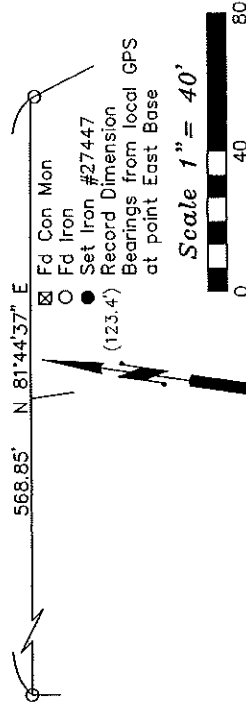
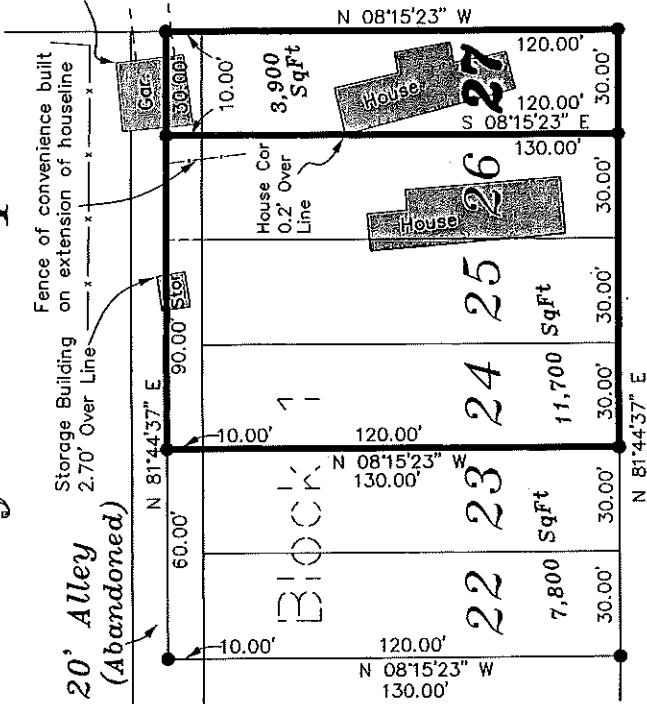
Prepared under applicants request by:  
*Mackinac Country Land Surveys*  
429 Ellsworth St.  
St. Ignace, MI 49781  
(906) 643-9418  
[info@mackinacsurveys.com](mailto:info@mackinacsurveys.com)

# Before Split

Garage 14.1' North of Alley CL

## Exhibit "A"

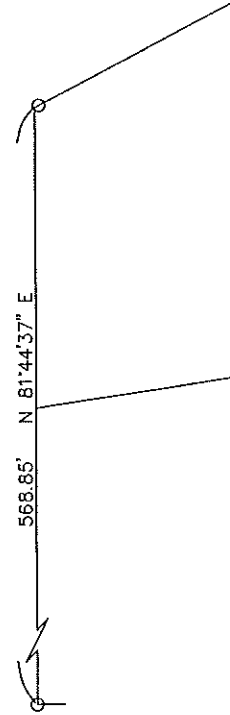
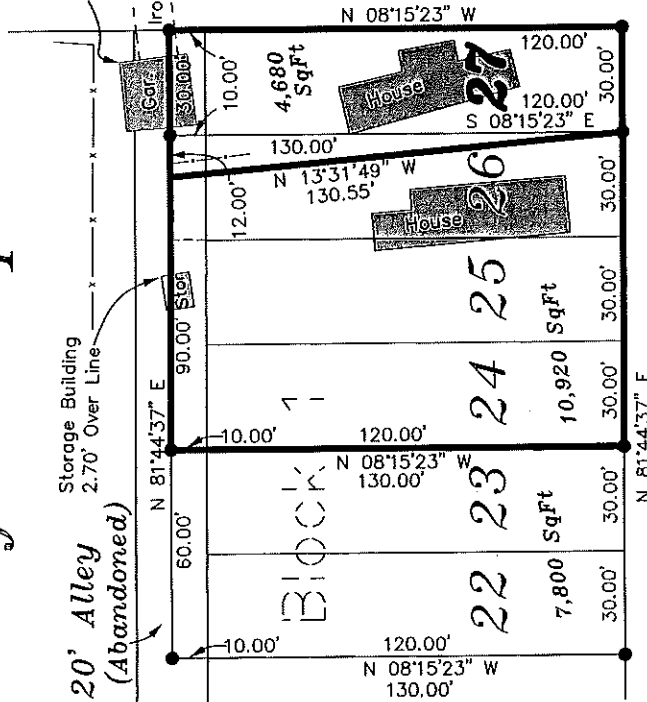
LaMotte St (Var ROW)



# After Split

Garage 14.1' North of Alley CL

LaMotte St (Var ROW)



# Resolution

At a regular meeting of the City Council of the City of St Ignace, held the \_\_\_ day of \_\_\_\_\_, 2020 at 7 p.m., the following resolution was offered by Council person \_\_\_\_\_ and seconded by Council person \_\_\_\_\_

Pursuant to the request of Josh Soblaskey for property located on Murray St, City of St. Ignace, to split off a portion of Tax Parcel # 052-320-006-00, City of St. Ignace, Michigan.

BE IT RESOLVED, (if applicable), that pursuant to Section 263 of the Subdivision Control Act (Act 288 of 1967) as amended, (MCLA 560.263), the following parcel, Tax Parcel # 052-320-006-00, City of St. Ignace, Mackinac County, Michigan, may be split.

Said new split parcels being set forth below:

## *Split Parcel*

Beginning at the Southeast corner of Lot 26, Block 1, Crains Subdivision, City of St. Ignace, Mackinac County, Michigan;

Thence N 13°31'49" W	130.55 feet;	
thence N 81°44'37" E	12.00 feet,	along the centerline of an abandoned 20-foot alley;
thence S 08°15'23" E	120.00 feet,	along the line between Lots 26 & 27, to the Point of Beginning.

## *Remainder Parcel*

Lot 26 and the South ½ of an abandoned 20-foot alley, Block 1, Crains Subdivision, City of St. Ignace, Mackinac County, Michigan.

### EXCEPT:

Beginning at the Southeast corner of Lot 26, Block 1, Crains Subdivision, City of St. Ignace, Mackinac County, Michigan;

Thence N 13°31'49" W	130.55 feet;	
thence N 81°44'37" E	12.00 feet,	along the centerline of an abandoned 20-foot alley;
thence S 08°15'23" E	120.00 feet,	along the line between Lots 26 & 27, to the Point of Beginning.

BE IT FURTHER RESOLVED that the authorized split in said Parcel shall not be further split without permission of the City of St. Ignace.

**Those voting "Yes"**

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**Those voting "No"**

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The Resolution was declared adopted / denied.

\_\_\_\_\_  
Andrea Insley, City Clerk

STATE OF MICHIGAN            )  
COUNTY OF MACKINAC       ) ss.

I, Andrea Insley, the duly qualified and acting Clerk of the City of St Ignace, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council at a meeting held on \_\_\_\_\_ the original of which is on file in my office. Public notice of said meeting was given pursuant to and in compliance with Act No. 267, Public Acts of Michigan, 1976, as amended.

IN WITNESS WHEREOF, I have hereto affixed my official signature this \_\_\_\_\_ day of \_\_\_\_\_.

\_\_\_\_\_  
Andrea Insley, City Clerk



Prepared under applicants request by:  
*Mackinac Country Land Surveys*  
429 Ellsworth St.  
St. Ignace, MI 49781  
(906) 643-9418  
[info@mackinacsurveys.com](mailto:info@mackinacsurveys.com)



# Michilimackinac Historical Society

334 N. State Street, P.O. Box 735  
St. Ignace, Michigan 49781

historyryliveshere@gmail.com  
906.643.6627

March 10, 2020

To: Executive Committee  
City of St. Ignace

From: President David Kunze  
Michilimackinac Historical Society

Re: Admission fees at Fort de Buade Museum

Dear Mayor Litzner,

The Board of Directors of the Michilimackinac Historical Society (MHS) respectfully request that the City of St. Ignace allow MHS to charge a minimal admission fee at the current Fort de Buade museum. The suggested admission would be as follows:

\$5.00 - adult  
\$2.00 - children 8 - 16  
Children 7 and under free  
Tribal members with valid card - Free

Under the current contract with the City, MHS is to allow free access to the museum. This policy was negotiated in 2012 when the Sault Ste Marie Tribe of Chippewa Indians was underwriting the expenses for the museum of around \$50,000/year. These monies were for wages, facility expenses, etc. The contract between the City and the Tribe expired in 2013, at which time the tribe discontinued funding of the Fort de Buade museum and MHS was then directly responsible for these expenses. Being allowed to charge admission would help offset these expenses.

We are also aware that we may be in arrears for the rent due to the City from MHS of \$12.00/year. The rent was withdrawn out of the Tribal stipend and never entered into the accounting system of MHS. MHS would be willing to pay all back rents not to exceed \$96.00 and continue rent payments as long as we occupy the facility.

Thank you for your consideration in this matter.

Sincerely,

David Kunze, President  
Michilimackinac Historical Society

## 2020 FIRST QUARTER BUDGET AMENDMENTS

Highlighted account lines represent amendments specifically for addressing the employee Retirement funding issue. Approval of these amendments will include a reallocation the half of the yearly Cable Franchise fee that had been going to the Equipment fund (641) to the General Fund (101).

GENERAL FUND 101	BUDGET	AMENDED TO	CHANGE
<b>REVENUES</b>			
Cable Franchise Fee	0	16,000	+16,000
101-000-699 TFOF (#471)	0	5,000	+5,000
<b>EXPENDITURES</b>			
Dept. 172 City Manager			
101-172-716 H Fringes	17,500	20,500	+3,000
<b>101-172-718 R-ment</b>	<b>30,500</b>	<b>59,500</b>	<b>+29,000</b>
Dept. 215 Clerk			
<b>101-215-718 R-ment</b>	<b>65,000</b>	<b>79,000</b>	<b>+14,000</b>
Dept. 265 Building and Grounds			
101-265-977 C Outlay	0	5,000	+5,000
Dept. 301 Police			
101-301- 716 H Fringes	21,100	41,300	+20,200
101-301-716.001 SFHP	0	3,200	+3,200
<b>101-301-718 R-ment</b>	<b>80,000</b>	<b>98,000</b>	<b>+18,000</b>
101-3001-853 Comm.	1,600	2,600	+1,000
Dept. 441 Public Works			
101-441-716 H Fringes	4,000	5,700	+1,700
<b>101-441-718 R-ment</b>	<b>16,500</b>	<b>23,500</b>	<b>+7,000</b>
Dept. 965 Transfers to other Funds			
<b>101-965-995.002 #641</b>	<b>10,000</b>	<b>0</b>	<b>-10,000</b>

**BUDGET    AMENDED TO    CHANGE**

**MAJOR STREETS FUND 202**

**EXPENDITURES**

Dept. 463 Routine Maintenance			
<b>202-463-718 R-ment</b>	<b>6,500</b>	<b>7,000</b>	<b>+1,500</b>
Dept. 479 Snow & Ice Control			
<b>202-479-718 R-ment</b>	<b>8,000</b>	<b>9,000</b>	<b>+1,000</b>
Dept. 483 Administration and Records			
<b>202-483-718 R-ment</b>	<b>1,200</b>	<b>1,500</b>	<b>+300</b>
Dept. 486 Surface Maintenance Trunk Line			
<b>202-486-718 R-ment</b>	<b>303</b>	<b>503</b>	<b>+200</b>
Dept. 488 Sweeping and Flushing Trunk line			
<b>202-488-718 R-ment</b>	<b>600</b>	<b>800</b>	<b>+200</b>
Dept. 497 Winter Maintenance Trunk Line			
<b>202-497-718 R-ment</b>	<b>2,000</b>	<b>2,600</b>	<b>+600</b>

**LOCAL STREETS FUND 203**

**EXPENDITURES**

Dept. 479 Snow and Ice Control			
<b>203-479-718 R-ment</b>	<b>3,000</b>	<b>5,000</b>	<b>+2,000</b>

**DOCK #3 FUND 273**

**EXPENDITURES**

Dept. 598 Dock #3 Improvements			
<b>273-598-818 C Services</b>	<b>0</b>	<b>20,000</b>	<b>+20,000</b>

**BUDGET AMENDED TO CHANGE**

**WATER FUND 591**

Dept. 550 WTR Administration

591-550-716 H Fringes 6,100 8,300 +2,200

**591-550-718 R-ment 20,000 28,000 +8,000**

Dept. 551 Water Plant Operations

591-551-716 H Fringes 15,970 33970 +18,000

Dept. 552 Water Line Maintenance

591-552-716 H Fringes 15,500 5,500 -10,000

**591-552-718 R-ment 23,000 37,000 +14,000**

Dept. 553 Water Replace Repair and Improve (RR&I)

591-553-977 C Outlay 0 8,000 +8,000

**EQUIPMENT FUND 641**

**REVENUES**

641-000-625 CF Fee 16,000 0 -16,000

641-000-699 TIFO 101 10,000 0 -10,000

**EXPENDITURES**

Dept. 582 Equip Maintenance

641-582-716 H Care 4,500 11,000 +6,500

**641-582-718 R-ment 16,000 40,000 +14,000**

**OTHER EMPLOYEE BENEFIT TRUST FUND 729**

**EXPENDITURES**

Dept. 201 Administration

**729 201-718 R-ment 0 10,000 +10,000**



**BUDGET    AMENDED TO    CHANGE**

**BUILDING IMPROVEMENT FUND 471**

**EXPENDITURES**

Dept. #965 Transfers to Other Funds

471-965-965 TTOF (#101)    0                    5,000                    +5,000

**RECREATION FUND 509**

**EXPENDITURES**

509-752-706 Wages    41,000                    40,400                    -600

509-752-718 R-ment    1,800                    2,400                    +600

**SEWER FUND 590**

Dept. 540 Administration

590-540-716 H Fringes    6,000                    10,000                    +4,000

590-540-718 R-ment    20,000                    28,000                    +8,000

Dept. 541 SWR Plant Operations

590-541-716 H Care    16,000                    20,000                    +4,000

590-541-718 R-ment    21,000                    28,000                    +7,000

Dept. 542 Sewer Line Maintenance

590-542-718 R-ment    6,500                    9,000                    +3,500