



CITY OF CHARLEVOIX
210 STATE ST. CHARLEVOIX, MICH. 49720

**SPECIAL MEETING
AGENDA
CITY OF CHARLEVOIX CITY COUNCIL MEETING**

Monday, November 23, 2015 - 6:30 p.m.

210 State Street, City Hall, Second Floor City Council Chambers, Charlevoix, Michigan

- I. Invocation or Pledge of Allegiance**
- II. Roll Call of Members Present**
- III. Inquiry Regarding Possible Conflicts of Interest**
- IV. Discussion**
 - A. Joint/Concurrent Meeting with Charlevoix Downtown Development Authority/Main Street Board
 - i. Main Street Committees/Work Plan Overview
 - ii. Future Vision/Goals for downtown Charlevoix
 - iii. Overview of Budget
- V. Introduction and Initial Actions Relating to Ordinances or to Resolutions That Require Publication or Hearings Prior to Final or Further Action**
 - A. Set Public Hearing on Request to Vacate portion of Division Street
- VI. Audience – Non-Agenda Input (written requests take precedent)**
- VII. Adjourn**

The City of Charlevoix will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting upon one weeks notice to the City of Charlevoix. Individuals with disabilities requiring auxiliary aids or services should contact the City of Charlevoix Clerk's Office in writing or calling the following: City Clerk, 210 State Street, Charlevoix, MI 49720 (231) 547-3250

Posted November 19, 2015 4:00 p.m.

**CHARLEVOIX CITY COUNCIL
AGENDA ITEM**

AGENDA ITEM TITLE: Set Public Hearing on Request to Vacate Portion of Division Street

DATE: November 23, 2015

PRESENTED BY: Mark L. Heydlauff, City Manager

ATTACHMENTS: Letter from Jim Malewitz, Performance Engineers
Drawing of Proposed Intersection

BACKGROUND INFORMATION:

The Krist Oil Company has purchased a lot in Charlevoix Township at the corner of Mercer and US 31. There is also a sliver of Division Street running through this land between US 31 and Mercer. The north half of this portion of Division is in Charlevoix Township and the southern half is in the City. The Krist Oil Company, through Jim Malewitz of Performance Engineers, has filed a request with the City to abandon our portion of Division Street, as outlined on the attached drawing; they have also paid the required \$250 fee for this request.

Our staff has reviewed the plan and the Company has agreed to the recommendations we have made regarding the reconfigured intersection.

RECOMMENDATION:

Set a public hearing on the request to vacate the City-portion of Division Street between Mercer Boulevard and US Highway 31 for December 21 at 7pm in the Council Chambers of the Charlevoix City Hall.

RECEIVED

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CITY OF CHARLEVOIX



Performance Engineers Inc.

Civil / Structural Engineering

November 18, 2015

Mr. Mark Heydlauff
City Manager of Charlevoix
210 State Street
Charlevoix, MI 49720

RE: Abandonment of a Portion of Division Street at Mercer and US-31

Dear Mark:

Krist Oil Inc. is requesting that a portion of Division Street be abandoned. This portion of Division is located at the Mercer intersection and extends east approximately 260 feet to US-31. Approximately one half of this right of way is in the City of Charlevoix and the other approximate half is in Charlevoix Township.

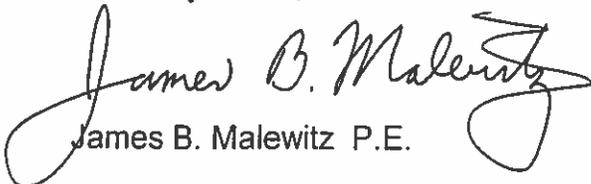
This proposed abandonment and Mercer intersection reconfiguration has been presented to MDOT and Charlevoix Township officials. Both entities believe that this would be a safety upgrade and have approved of the plan that is attached for your consideration. The City of Charlevoix street department has made input to the configuration of the plan being presented.

A legal description of the City of Charlevoix portion of the proposed abandoned section of road right of way is being prepared by Ferguson and Chamberlain along with the legal description of the triangular portion to be deeded to the City of Charlevoix and/or MDOT. It is recommended that the City retain a 20' wide utility easement along the west boundary of the Krist Oil Site for maintenance of the existing sanitary sewer and water main.

Krist Oil would like to obtain approval for the abandonment as soon as possible so that it can also approach Charlevoix Township for abandonment of their portion of this right of way. There is a meeting scheduled with the Township on December 14th for possible abandonment of their portion of the right of way.

Please contact me if you need any additional information to allow for this consideration to move forward. We look forward to working with you on this safety upgrade to US-31.

Sincerely Yours,



James B. Malewitz P.E.

