

# *Eveline Township*



## *RECREATION PLAN*

*Adopted*

*Planning Commission: December 19, 2007*

*Township Board: January 8, 2008*

With Planning Assistance Provided By:

***M. C. Planning & Design***

504 Liberty Street

Petoskey, MI 49770

(231) 487-0745

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# Eveline Township Recreation Plan

Charlevoix County  
Michigan

Prepared by:  
Eveline Township Planning Commission/Recreation Committee

Eric Beishlag, Chair

## Members

Nancy Ferguson  
Prudence Kurtz  
Bob Noll  
Phoebe Wietzke

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**EVELINE TOWNSHIP  
RECREATION PLAN  
2008**

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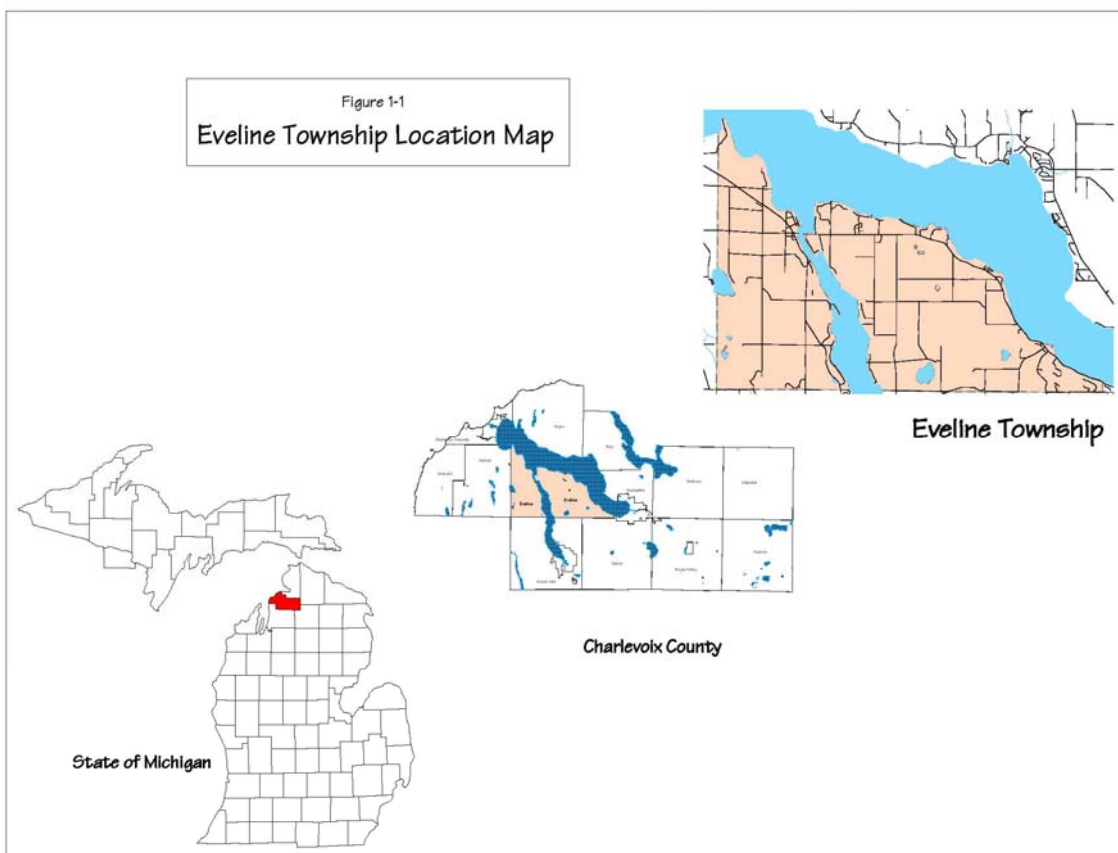
# SECTION 1 COMMUNITY DESCRIPTION

## Introduction and Regional Setting

Eveline Township is located in Charlevoix County in northwestern Michigan. Eveline Township is centrally located within the county; it is east of the City of Charlevoix, west of Boyne City, and north of the City of East Jordan. The township boundaries touch Charlevoix Township, Hayes Township, Bay Township, Evangeline Township, Boyne City, Wilson Township, South Arm Township, and Marion Township. The northeastern boundary of the township is defined by Lake Charlevoix and the south arm of Lake Charlevoix traverses the township.

Eveline Township is uniquely situated and impacted by Lake Charlevoix. The east and west halves of the township can only be accessed via the Ironton Ferry during the open water seasons or through South Arm township. All three cities in the county and Lake Michigan are accessible through the township as they can each be navigated by water through Lake Charlevoix.

Eveline Township with its abundance of natural resources is enjoyed for its many recreational opportunities. Eveline Township is much less than one standard geographic township in land area, (26 square miles). Eveline Township is located on the central portion of Charlevoix County, which is situated in the north western part of northern Michigan's Lower Peninsula, see Figure 1-1.



## **Population**

According to the U.S. Census Bureau, the population for Eveline Township in 2000 was 1,560 persons (765 male – 795 female), averaging approximately 60 persons per square mile for the Township's 26 square miles of land area. This population density can be compared to approximately 62.6 persons per square mile for Charlevoix County and 175.0 persons per square mile for the State of Michigan.

In discussing the population for Eveline Township, however, it is important to note that the figure presented by the 2000 Census does not reflect the actual number of persons residing in the Township during the summer months. This situation can be seen throughout much of northern Michigan. The Census tally, taken on April 1st, does not count residents who winter elsewhere. Respondents are asked to declare a permanent residence different from their April location, if more than six months are spent at the alternate address. However, many fail to do so for reasons of misunderstanding or for tax purposes.

In reviewing the social and economic information derived from Census data, the figures presented for housing characteristics show 626 units or 48.2 percent of the total housing units as seasonal, recreational, or occasional use homes. With this in mind, it can be assumed that the Township's resident population increases by at least 55 percent during the summer months. Based on the average household size in Eveline Township of 2.52, the expected seasonal increase would be an additional 1,578 persons. In addition, many summer visitors stay at private lodging places or at the homes of family or friends.

## **Recreation**

The recreation opportunities in the Township currently consist primarily of water-related activities (boating, fishing, swimming, etc) and trails for hiking, skiing, biking, as well as some trails for snowmobiling. There are public access sites on Lake Charlevoix within the Township that are well utilized both in the summer and winter seasons. A network of trails in the Township utilize both public and semi-public lands, such as the State Forest land, Whiting Park and the Little Traverse Conservancy properties.

## SECTION 2

# ADMINISTRATIVE STRUCTURE

### **Administrative Structure and Funding in Eveline Township**

Eveline Township may ultimately establish a separate Parks and Recreation Committee that oversees the general operation of the township parks and recreation programs. At the present time the Planning Commission is also serving as the Parks and Recreation Committee. This Committee will provide recommendations regarding park policies and projects to the Township Board.

The Parks and Recreation Committee and Township staff will serve as a community sounding board on recreation matters, and bring the concerns of the residents to the Planning Commission and Township Board for consideration. Routine park maintenance is handled by the Township staff, contractors and volunteers, operating under the direct authority of the Township Board.

The ultimate decision-making authority and responsibility for all park related projects resides with the Township Board.

Volunteers will be an integral part of the recreation projects in Eveline Township. While there is not a designated volunteer group, volunteers are solicited on a project by project basis to provide some of the labor for the Township "in-kind" match on projects as appropriate. For lake related projects, the Lake Charlevoix Association and Tip of the Mitt Watershed Council are expected to be active partners.

Relationships: This recreation plan covers Eveline Township, which includes portions of three school districts. The Advance area is part of the Boyne City School district, the Ironton area is part of Charlevoix Public Schools district, and the remainder of the township is within the East Jordan Public Schools district.

Eveline Township will be working cooperatively with the Top of Michigan Trails Council and Charlevoix County to pursue the development of non-motorized trails and bike lanes, in order to most effectively develop local routes that connect with the larger trail system in northern Michigan.

Charlevoix County adopted a recreation plan in February 2004, however in order for Eveline Township to pursue Township recreation goals on an accelerated time frame, the Township has decided to draft a Township level recreation plan.

The Eveline Township Recreation Plan does include provisions to continue and enhance the working relationship with Charlevoix County, the Little Traverse Conservancy, other local conservancies, local Tribal Governments and Michigan Department of Natural Resources as related to the other recreation facilities located within Eveline Township.

<b>Table 2-1 Township Budget and Recreation Expenditures, 2005 - 2008</b>			
<b>Budget</b>			
FY Ending June 30_	2005-2006	2006-2007	2007-2008
Recreation	1,000	1,000	6,000
Total Township	629,258	580,265	679,750
<b>Expenditures</b>			
Recreation	1,000	0	??
Source: Eveline Township Balance Sheets, 2005-2008			

### **Status Report of all Grant-Assisted Parks and Recreation Facilities**

This recreation plan is the first recreation plan prepared by the Eveline Township separate from Charlevoix County. Consequently the Township has not previously pursued or received grants to assist with the acquisition or development of park and recreation facilities. Additionally, the Township is not aware of any grant assistance being obtained by Charlevoix County for use in Eveline Township. According to MDNR records, no grants have been received to acquire or develop any park or recreation facility in the Township.

### **Public Input**

Prior to the start of the Recreation Plan, and as part of the master planning process numerous meetings and one public hearing were conducted.

A public information and input session specific for the Recreation Plan was conducted on November 14, 2007 at the Eveline Township Hall to provide an opportunity for comment on a preliminary recreation plan. Flyers for the public input session were posted (see public hearing flyer on page A-2). Public input notice were published on October 29, 2007, in the Petoskey News Review.

The draft recreation plan was made available for review at local libraries and on the Township website for 43 days prior to the public hearing which was held by on December 19, 2007, and 62 days prior to the adoption by the Township Board of Trustees. A public hearing notice was published on November 19, 2007 in the Petoskey News Review as well as reminder press releases published in the Petoskey News Review, the Citizen-Journal and the Charlevoix Courier.

### **Adoption Process**

The Eveline Township Planning Commission serving in their capacity as the Eveline Township Parks and Recreation Committee, held a public hearing on the Recreation Plan, after which the Planning Commission adopted the Recreation Plan on December 19, 2007.

Recreation Plan adoption resolution

The Recreation Plan was adopted by the Eveline Township Board of Trustees on January 8, 2008 and a copy of the Township Board meeting minutes are included in Appendix B.

Recreation Plan Certification

A copy of the Recreation Plan Certification is in Appendix C provided on pages C-2 & C-3.

Transmittals to the County Planning Department and regional planning agency.

A copy of the adopted plan was transmitted to the Charlevoix County Planning Department and a copy to the Northwest Michigan Council of Governments on February 14, 2008, a copy of each transmittal letter is provided in Appendix.



SECTION 3  
**RECREATION INVENTORY**

**Inventory of Recreation Facilities in Eveline Township**

An inventory of existing recreation facilities located in Eveline Township is provided below. Sites are grouped according to jurisdictional ownership. Township owned facilities are listed first, then other public sites, and finally privately owned recreation sites. Each listing is followed by a brief description of that location. Figures 3.1 illustrate the location of the public sites.

Eveline Township owns one property, the Township Hall which is approximately one-half acre in size and has meeting rooms.

**Table 3-1  
Facilities Owned and/or Operated By Eveline Township**

Name	Size	Facilities	Needs for ADA Compliance
Eveline Township Hall	0.5 ac (+/-)	Accessible Township Hall with meeting room.	Parking area is accessible.

**Table 3-2  
Public Recreation Facilities in Eveline Township**

Name	Map 3-1 Location Key	Facilities
Ironton School Char-Em Intermediate School District	F	Children's play equipment, playfields, meeting room
East Jordan Public Schools	P	Nature area, pool at High School
Whiting County Park Charlevoix County (160 acres)	M	Picnic sites, trails, campsites, swimming, boating, fishing, restroom facilities, showers, playfields, children's play equipment, meeting rooms, kitchen
Lake Charlevoix Access Site (Ironton) State of Michigan, DNR	C	Boat launch, picnic sites, pit toilets
State Forest State of Michigan, DNR		None

<b>Table 3-3 Quasi-Public Recreation Facilities in the Township</b>		
<b>Name</b>	<b>Map 3-1 Location Key</b>	<b>Facilities</b>
Sleepy Hollow Preserve Little Traverse Conservancy	I	Nature preserve, trails

<b>Table 3-4 Private Recreation Facilities in the Township</b>		
<b>Name</b>	<b>Map 3-1 Location Key</b>	<b>Facilities</b>
Villa Nuova Subdivision	H	Swimming, boating, fishing, children's play equipment, horseshoe pits, playfields, volleyball courts, boat launch
Bay Marine	N	Boating
Ironton Landings	E	Boating, fishing
Charlevoix Shores Estates	J	Swimming
Hidden Valley	G	Children's play equipment, boating, swimming
Ye Nyne Olde Holles	L	Golf course, clubhouse
Ironton Cove Marina	D	Marina, boating
Hemingway Point Club	B	Nature preserve, swimming beach, marina, hiking trails, cross country ski trails, pool, tennis
Sequanota Club	A	Marina, swimming, meeting room
Sommerset Pointe	O	Township residents use only

Additionally, in neighboring South Arm Township, a 45 acre parcel with 1350 lineal feet of frontage on Lake Charlevoix is being pursued. This property is intended for passive recreation use, with trails for hiking and cross-country skiing and picnic facilities to be provided.

# Eveline Township Recreation Sites

Figure 3-1

- Recreation Sites
- A. Sequanota Club
  - B. Hemingway Point Club
  - C. Lake Charlevoix Access Site
  - D. Ironton Cove Marina
  - E. Ironton Landings
  - F. Ironton School
  - G. Hidden Valley
  - H. Villa Nuova Subdivision
  - I. Sleepy Hollow Preserve
  - J. Charlevoix Shore Estates
  - K. Township Hall
  - L. Ye Nyne Olde Holles
  - M. Whiting Park
  - N. Bay Marine
  - O. Somerset Pointe
  - P. East Jordan Public Schools



## SECTION 4

# DESCRIPTION OF THE PLANNING AND PUBLIC INPUT PROCESS

### Planning Process

Prior to this Recreation Plan, Eveline Township had not had its own township level recreation plan. The awareness of the benefits of a township level recreation plan, grew out of the master planning process. Following the adoption of the Eveline Township Comprehensive Plan in 2005, and new Zoning Ordinance in 2006, work began on a Township Recreation Plan in mid-2007.

The Planning Commission, serving as the Parks and Recreation Committee has reviewed and considered draft portions of the recreation plan at five public meetings. A public forum regarding the Recreation Plan was held on November 14, 2007. The preliminary draft plan was posted on the Township website and made available at the public forum. Minutes from the public forum are included in Appendix B.

Following the public forum, the input was considered and incorporated into the plan. A public hearing was held on the revised proposed recreation plan on December 19, 2007, the minutes of which are included in Appendix B.

Public comments were considered and the plan further modified. The revised plan was adopted by the Eveline Township Planning Commission on December 19, 2007, and by the Eveline Township Board of Trustees on January 8, 2008.

SECTION 5  
**GOAL AND OBJECTIVES**

The recreational goal and objectives presented below are the result of the Planning Commission master planning process, the public input received during that process, and the further refinement and expansion during the subsequent recreation plan development.

***Recreation Goal***

**GOAL:**

***Provide and maintain recreation lands and facilities for safe access and enjoyment by residents and visitors.***

**OBJECTIVES:**

- Acquire property for public use.
- Collaborate with Charlevoix County regarding improvements to Whiting Park.
- Establish non-motorized pathways and routes through Eveline Township to connect with other existing and planned pathways.
- Seek grant funding for property acquisition and recreation improvements.
- Work cooperatively with adjacent townships to meet recreational needs of the region.

**SECTION 6**  
**ACTION PROGRAM**

The action program is presented below in two tables that describe improvements to existing facilities and the development of new facilities. Anticipated funding sources will be in the form of cash from the Township general fund, in-kind labor, and Michigan Department of Natural Resources (MDNR) grants. Sources of the grants are: Land and Water Conservation Fund (LWCF), Michigan Natural Resources Trust Fund (MNRTF), and other appropriate grant programs.

<b>Capital Improvements Schedule for Existing Properties/Facilities</b>			
<b>Existing Facilities</b>	<b>Year</b>	<b>Activity/ Development</b>	<b>Estimated Cost and Anticipated Funding Sources</b>
Township Hall	2009	Develop picnic area	\$ 10,000-15,000 LWCF, local grants, foundations and Township (including volunteers)
	2010	Develop playground area	\$ 15,000 LWCF, local grants, Foundations and Township (including volunteers)
	2012	Renovation to Township Hall to add kitchen facilities	\$ 45,000-60,000 MNRTF, local grants and Township
Whiting Park	On-going	As per Charlevoix County Recreation Plan	(See Charlevoix County Recreation Plan)

**Rationale for planned Township Hall and property improvements**

The Township Hall is located on Ferry Road which is a popular scenic bicycle route, and has served as rest stop for various organized bicycle tours in the past. The addition of picnic facilities and a playground area are anticipated to be utilized both by local Township residents and visitors passing by. The renovation of the Township Hall to add kitchen facilities will allow the Township Hall to be used more by local organizations or residents for gatherings, as well as to serve outside functions, such as when the bicycle tours pass through.

Capital Improvements Schedule for Proposed Facilities			
New Facilities	Year	Activity/ Development	Cost and Anticipated Funding Source
Property Acquisition	2007-2008	Purchase property for public use	\$ [under investigation] MNRTF, local conservancy, local tribal governments, Township and private donations
Non-motorized route	2009-2010	Ferry road improvements – bike lane or trail	\$ [under investigation] County Road Commission, foundations, Top of Michigan Trails Council and Township
	2011	Lakeshore road improvements– bike lane or trail	\$ [under investigation] County Road Commission, foundations, Top of Michigan Trails Council and Township
	2012	Hiking, x-country ski, and snowshoe trails	\$ [under investigation] dependent on location routes and length. Foundations, MDNR, private donation and Township.
Other trails	2012	Develop or expand snowmobile trails to provide connects between existing routes.	\$ [under investigation] Local snowmobile clubs, and foundations.

**Rationale for Property Acquisition:**

Eveline Township would like to acquire and/or manage a property for development as a passive lakefront park for local use. The Township is currently exploring options and has not definitively determined where such a park would be located and if it would be a waterfront park. A large percentage of Eveline Township is covered by Lake Charlevoix, and while there are some access points, the Township does not have a park either on or off the lake.

If lakefront property were to be obtained, the future development of such a property would include some specific conditions / limitations such as:

- No dredging or boat launch
- No dock
- Parking area isolated from waterfront

- Day use only – establish park hours
- Buffering of adjacent properties—possibly with fence and trees
- Very Limited Site Development—which might include trails and minimal facilities.

### **Rationale for New Non-motorized Routes:**

There is a need and interest in providing non-motorized pathways throughout the Township including along Ferry Road and Lakeshore Drive, and ultimately to connect into a regional trail system. The safest trails for pedestrians and bicyclists are trails which are separate from the vehicular routes. A separated trail would make these popular routes more accessible to children and families. Trails throughout northern Michigan are used extensively both by local residents and tourists.

### **Rationale for Snowmobile Connector Routes:**

There are a number of snowmobile routes throughout Northern Michigan, but these pathways generally do not extend into Eveline Township, except where snowmobiles are allowed to ride within county road rights-of-way. In order to improve safety and to better serve the local residents and the region, the Township proposes to work with local groups to identify appropriate connector routes through the Township to provide access to a broader network of trails.



# Appendix A

## Recreation Plan Public Input – Supporting Documents

# **EVELINE TOWNSHIP**

***Planning Commission/Recreation Committee***

*Invites YOU to a Public Forum on the*

## ***TOWNSHIP RECREATION PLAN***

*Please plan to attend an*

### ***INFORMATIONAL PUBLIC FORUM***

***When: 7:00 p.m. Wednesday, November 14th***

***Where: Eveline Township Hall  
08525 Ferry Road  
East Jordan, Michigan***

***Why: Your INPUT is VITAL!***

*A Working Draft of the Recreation Plan is available for review/download at:*

- *On the web at: [www.charlevoixcounty.org/eveline.asp](http://www.charlevoixcounty.org/eveline.asp)*
- *Copies will be available at the meeting.*

*For more information contact:*

***Eric Beishlag, PC chair: (231) 547-2666***

*or*

*Consultant: Mary Campbell, M. C. Planning & Design: (231) 487-0745*

EVELINE TOWNSHIP PLANNING COMMISSION  
WORK SESSION  
WEDNESDAY, NOVEMBER 14, 2007

1. **CALL TO ORDER:** The meeting was called to order by Chairman Beishlag at 7:05 p.m. in the Township Hall and was opened with the Pledge of Allegiance.
2. **ROLL CALL:** Commissioners present were Eric Beishlag, Robert Noll, Prudence Kurtz, and Nancy Ferguson. Also present were Barry Wood, Township Zoning Administrator, and Mary Campbell, planner. Guests present were Paul Nachazel, John Vrondran and Tulio Carlesimo.
3. **REVIEW OF MINUTES FROM PLANNING COMMISSION MEETING**  
October 10, 2007 and October 16, 2007. Changes were made to pages, 1, 2, 3, and 4 on the minutes from October 10<sup>th</sup>. Commissioner Noll made a motion to approve the minutes with the corrections, seconded by Commissioner Wietzke, and carried unanimously.

The minutes from the October 16<sup>th</sup> had one significant change. Page two, section five, sentence one should read: Last week Mary Campbell suggested that the township look at a different approach to address nonconformities called Two Tiered or Two Class System. Commissioner Noll motioned to approve the minutes as corrected. The motion carried unanimously.

4. **FORUM FOR PROPOSED RECREATION PLAN:** Chairman Beishlag introduced the forum for the proposed Recreation Plan and Mary Campbell gave an overview of the form and its' purpose.

John Vrondran gave examples of properties that the township could acquire with grants from the state.

Commissioner Kurtz suggested including cross country ski and snowshoe trails to the Parks and Recreation Plan.

Paul Nachazel voiced his opinion of having bike paths next to Ferry Road as soon as possible. Commissioner Noll and Chairman Beishlag agreed. He suggested that our township use the concept of adopting a section of trail to clean and monitor to keep costs down. All agreed that there were many service organizations that would likely adopt a mile of trail.

Commissioner Kurtz suggested reprioritizing the hiking trails before the snowmobile trails. Commissioner Weitzke agreed, however she noted how good snowmobile season is for the local economy. Commissioners Ferguson and Noll and Chairman Beishlag explained how snowmobilers use the old railroad tracks and seasonal roads and snowmobile clubs make trails by personally getting permission to pass through private land from the property owners.

Tulio Carlesimo asked if the trails in the Recreation Plan would be made of asphalt and he noted that he'd seen some constructed that way and they looked unkempt. Ms. Campbell explained that the Recreation Plan is not designed to include such details.

The group discussed up and coming improvements to existing recreation areas in the township such as Whitings Park.

Commissioner Ferguson suggested a few minor changes to the Recreation Plan.

5. **OTHER ZONING ISSUES:** Chairman Beishlag introduced an issue for the Sommerset Pointe Development. The Fire Department mandated that the development needed a second entrance for public use near the boat launch.
6. **ISSUES FROM THE AUDIENCE:** There were no other issues from the audience.
7. **ADJOURNMENT:** Commissioner Weitzke made a motion, seconded by Commissioner Noll, to adjourn the meeting at 8:20 p.m.
8. **NEXT REGULAR MEETING:** The next meeting is a Public Hearing for the Recreation Plan and is scheduled for Wednesday, December 19, 2007 at 7:00 p.m. at the Eveline Township Hall.

Respectfully Submitted,

  
Shelly Schlickau, Secretary

# Appendix B

## Recreation Plan Adoption Process – Supporting Documents

**EVELINE TOWNSHIP**  
**Recreation Plan Public Hearing and Meeting Date change**  
**December 19, 2007**

The Eveline Township Planning Commission has rescheduled the regular December meeting, the meeting will be held on December 19, 2007 at 7pm, at the Eveline Township Hall at 08525 Ferry Road. The main purpose of the meeting will be to conduct a public hearing on the Township Recreation Plan. The draft Township Recreation Plan can be reviewed at [www.charlevoixcounty.org/eveline.asp](http://www.charlevoixcounty.org/eveline.asp) and hard copies will be available for review at the Charlevoix Public Library, the Boyne District Library and the Jordan Valley District Library.

Comments may be made at the hearing or written comment must be received writing prior to the public hearing. Written comments may be sent to: Eveline Township Planning Commission, c/o Chair Eric Beishlag, 1265 Sequanota Rd., East Jordan, MI 49727. Questions regarding the Recreation Plan should be directed to Eric Beishlag at 231-547-2666.

EVELINE TOWNSHIP PLANNING COMMISSION  
PUBLIC HEARING  
WEDNESDAY, DECEMBER 19, 2007

1. **CALL TO ORDER:** The meeting was called to order by Chairman Beishlag at 7:01 p.m. in the Township Hall and was opened with the Pledge of Allegiance.
2. **ROLL CALL:** Commissioners present were Eric Beishlag, Robert Noll, Phoebe Weitzke, Prudence Kurtz, and Nancy Ferguson. Also present were Barry Wood, Township Zoning Administrator, and Mary Campbell, planner. Guests present were Todd Sterrett and John Vron dran.
3. **REVIEW OF MINUTES:** from the November 14, 2007 Planning Commission meeting were approved as submitted. Commissioner Ferguson made a motion to approve the minutes as submitted, seconded by Commissioner Wietzke, and carried unanimously.
4. **HEARING FOR PROPOSED RECREATION PLAN:** Chairman Beishlag opened the hearing to public comment regarding the Recreation Plan. There were no comments. Chairman Beishlag notified the commissioners of a phone call received from Tom Terry addressing a minor change to the Parks and Recreation Plan. Mary Campbell explained some changes made to the updated plan. John Vron dran suggested changing the wording on page 3-2, to “is being pursued by.” Sections 6-2 and 6-3 had minor grammatical modifications. Commissioner Wietzke made a motion to approve The Parks and Recreation Plan with changes and recommended the Eveline Township Board adopt it as well. Commissioner Kurtz seconded the motion and it carried unanimously.
5. **LANDSCAPE PLAN FROM CELLERE:** Chairman Beishlag handed out landscape plans from Cellere as requested on October 10<sup>th</sup> at the Planning Commission Meeting. Chairman Beishlag faxed a letter to Cellere giving permission to the cellular tower company and will send a new letter upon approval of the landscape plan. Commissioner Noll made a motion to approve the landscape plan as submitted. Commissioner Wietzke seconded the motion, and it carried unanimously.
6. **TRAINING MEETING: 28 WAYS TO STAY OUT OF COURT:** Chairman Beishlag gave a copy of the information regarding the minutes and record keeping to Shelly Schlickau. Commissioner Ferguson also reiterated that the most important thing is keeping good records. It was also recommended that Special Use Applications be added to the Township website to make it more user friendly.
7. **OTHER ZONING ISSUES:** Todd Sterrett’s parents own the cabin south of Sommerset Pointe and are having issues with the developer. The current problem is the burm that was placed at the edge of the Sommerset property and the runoff that floods the Sterrett’s cabin. The owners have talked to the developer with many concerns in the past and the developers made promises that were never followed through. Chairman Beishlag stated that there will be a meeting with Sommerset Pointe in the spring. Barry Wood suggested watching for the Hearing on the website. The commissioners suggested writing a letter to the developers addressing their concerns and send copies to the Planning Commission and the Township Board and make a notation of the copies in the letter.

**8. NEXT REGULAR MEETING:** The next regular meeting is scheduled for Wednesday, January 9, 2008 at 7:00 p.m. at the Eveline Township Hall.

**9. ADJOURNMENT:** Chairman Beishlag adjourned the meeting at 8:13 p.m.

Respectfully Submitted,

Shelly Schlickau, Secretary



**EVELINE TOWNSHIP RECREATION PLAN  
PLANNING COMMISSION RESOLUTION OF ADOPTION AND RECOMMENDATION  
TO TOWNSHIP BOARD FOR ADOPTION**

WHEREAS, Eveline Township, Charlevoix County has undertaken a Five Year Parks and Recreation Plan which describes the physical features, existing recreation facilities and the desired actions to be taken to improve and maintain recreation facilities during the period between 2008 and 2012, and

WHEREAS, a public information and input session was held by the Eveline Township Planning Commission, acting as the Recreation Committee on November 14, 2007 at the Eveline Township Hall to provide an opportunity for citizens to express opinions, ask questions, and discuss all aspects of the Recreation Plan, and

WHEREAS, a public hearing was held by the Eveline Township Planning Commission on December 19, 2007, to accept additional public comment on the Recreation Plan, and

WHEREAS, Eveline Township, Charlevoix County has developed the plan for the benefit of the entire community and to adopt the plan as a document to assist in meeting the recreation needs of the community, and

WHEREAS, after the public meeting, the Eveline Township Planning Commission also serving as the Recreation Committee voted to approve the plan and recommend adoption of said Recreation Plan.

NOW, THEREFORE BE IT RESOLVED the Eveline Township Planning Commission hereby re-affirms its approval and recommendation of adoption of the Eveline Township Recreation Plan as a guideline for improving recreation for the residents and property owners of Eveline Township, Charlevoix County.

(Yeas: 5 Nays: 0 Absent: 0)

I, Shelly Schlickau, Eveline Township Planning Commission Recording Secretary do hereby certify that the foregoing is a true and original copy of a resolution adopted by the Eveline Township Planning Commission at a Regular Meeting thereof held on the 13th day of February, 2008.



Eveline Township Planning Commission Recording Secretary

MEETING MINUTES  
EVELINE TOWNSHIP BOARD OF TRUSTEES  
Tuesday, January 8, 2008

1. **CALL TO ORDER**: The monthly meeting of the township board was opened at 7:00 p.m. by Supervisor John Vrondran in the Township Hall with the pledge of allegiance.  
  
**ROLL CALL**: Board members present were Treasurer Ron Chapman, Clerk Michelle Johnson, Trustees Eric Beishlag and Diane Bajko. Zoning Administrator Barry Wood was also present. There were 6 citizens present.
2. **MINUTES**: Chapman moved, supported by Beishlag, to approve the minutes from the meeting of December 11, 2007 with a correction to item #4. The word “need” should be spelled “needs”. Motion approved.
3. **PAYMENT OF BILLS**: Chapman moved, supported by Bajko, to approve checks 8267 through 8294, total \$5,083.34. Motion approved.
4. **TREASURERS REPORT**: Chapman reported that the formal report was left at home but he would provide a verbal report. He stated that all accounts are balanced and that the General Operating Account has approximately \$125,000. The CD at The Bank of Northern Michigan that matured in December has been renewed; after the interest of \$5,000.00 was added it has a balance of \$105,000.00 earning interest at 4.4%. The second CD at The Bank of Northern Michigan has a value of approximately \$112,000.00 and matures in February of 2008 earning interest at 4.9%. The CD at Huntington Bank, also matures in February of 2008 has a balance of approximately \$89,000.00. Chapman reported that the winter tax collection is going well, having received approximately \$2,000,000.00 so far. As of the end of this week, all disbursements will have been made to the appropriate agencies.
5. **SPLIT COMMITTEE REPORT**: One split was approved for Tad Malpass.
6. **PLANNING**: Beishlag reported that the meeting for Wednesday, January 9<sup>th</sup> has been cancelled. Nothing else to report.
7. **ZONING REPORT**: Barry Wood reported \$619.80 in income; also reporting 123 miles of travel. Wood attended all board meetings, one split committee meeting, and one MTA meeting.
8. **RECREATION PLAN**: Chapman moved, supported by Bajko to approve the Recreation Plan as recommended by the Planning Commission as written. Motion approved with four votes; Beishlag excused himself from voting because he voted on this at the Planning Commission meeting.
9. **AUDIT UPDATE**: Vrondran read the letter that Tobin & Co. sent with the completed audit. Audit is finished for the audit year 2006/2007.
10. **OTHER**: Tom Repichowski asked if the Board had set the meeting dates for the 2008 year. Vrondran stated that they are the second Tuesday of every month as in the past. Planning Commission will hold meetings on the Wednesday following the regular Board meetings. There will be a Board of Review meeting on March 11, 2008 during the day and the regular Board meeting will be at 7:00 p.m. as usual. The Board of Review will meet again on Wednesday, March 12<sup>th</sup> from 4:00 – 9:00 p.m. The Planning Commission will reschedule their regular March meeting date with details to follow.

11. **HOYT RESIDENCE:** Chris Carson supplied the Board members with a packet regarding the Hoyt residence complete with plan drawings. Carson noted that what was applied for and what was constructed was a lot more than the approval permitted. Carson asked is he and Zoning Administrator Barry Wood could/should pursue compliance from the Hoyt's. Wood will contact township attorney and then send letter to Hoyt's advising them that they are in violation of their permit and give them a deadline to come into compliance. They have concrete and trellis/beams that are in violation.
12. **ROADS:** Vron dran reported that there was a full house at the road meeting held at City Hall in Boyne City on December 12, 2007. It was admitted that an error was made on the decision regarding weekend plowing in Charlevoix County.
13. **OTHER:** Linda Noll asked about internet service with AT&T; Vron dran stated that it will be approximately 6 months before DSL service will be available in the area.
14. **COORES PONDANCE:** None to report.
15. **ADJOURNMENT:** There being no further business before the Board, Beishlag moved, supported by Chapman, to adjourn at 7:45 p.m. Motion approved.

Respectfully submitted by:

Michelle Johnson, Clerk

**EVELINE TOWNSHIP RECREATION PLAN  
RESOLUTION OF ADOPTION**

WHEREAS, Eveline Township, Charlevoix County has undertaken a Five Year Parks and Recreation Plan which describes the physical features, existing recreation facilities and the desired actions to be taken to improve and maintain recreation facilities during the period between 2008 and 2012, and

WHEREAS, a public information and input session was held by the Eveline Township Planning Commission, acting as the Recreation Committee on November 14, 2007 at the Eveline Township Hall to provide an opportunity for citizens to express opinions, ask questions, and discuss all aspects of the Recreation Plan, and

WHEREAS, a public hearing was held by the Eveline Township Planning Commission on December 19, 2007, to accept additional public comment on the Recreation Plan, and

WHEREAS, Eveline Township, Charlevoix County has developed the plan for the benefit of the entire community and to adopt the plan as a document to assist in meeting the recreation needs of the community, and

WHEREAS, after the public meeting, the Eveline Township Board voted to adopt said Recreation Plan on January 8, 2008.

NOW, THEREFORE BE IT RESOLVED the Eveline Township Board hereby reaffirms the adoption of the Eveline Township Recreation Plan as a guideline for improving recreation for the residents and property owners of Eveline Township, Charlevoix County.

(Yeas: 4 Nays: 0 Absent: 0 )

*1 abstained*

I, Michelle Johnson, Eveline Township Clerk, do hereby certify that the foregoing is a true and original copy of a resolution adopted by the Eveline Township Board at a Regular Meeting thereof held on the 11th day of March, 2008.



Eveline Township Clerk

# M. C. Planning & Design

Community Planning Site Planning Landscape Architecture

## Letter of Transmittal

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

To: Northwest Michigan Council of Governments  
P.O. Box 506  
Traverse City, MI 49685

Date: March 11, 2008

Attn: Matt McCaulley, Associate Director of Regional  
Planning

Transmitted By:  Regular Mail  Overnight Delivery

Hand Delivered

RE: Eveline Township Recreation Plan

Picked Up By:

Other:

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

<input type="checkbox"/> Certification for Payment No.	<input type="checkbox"/> Discs	<input type="checkbox"/> Prints	<input type="checkbox"/> Specs.
<input type="checkbox"/> Change Order No.	<input type="checkbox"/> Drawings	<input type="checkbox"/> Product Literature	<input type="checkbox"/> Tracings
<input type="checkbox"/> Construction Change Req. No.	<input type="checkbox"/> Field Measure Plans	<input type="checkbox"/> Samples	<input type="checkbox"/> Work Orders No.
<input type="checkbox"/> Copy of Letter	<input type="checkbox"/> Plans	<input type="checkbox"/> Shop Drawings	_____

Other: Eveline Township Recreation Plan

For your:  Action  As Requested  Information  Review/Comment  Use  
 Approval  Distribution  Records /Files  Signature

Remarks: Enclosed please find a copy of the Eveline Township Recreation Plan. This Recreation Plan has been prepared to meet the DNR guidelines. As you are aware one on the DNR requirements is that a copy of the adopted Recreation Plan must be transmitted to the Regional Planning Agency.

Thank you for your attention to this matter.

Job No. EVE



By: Mary H. Campbell, ASLA, AICP

cc: Eric Beishlag, Eveline Township Planning Commission Chair  
Shelly Schlickau, Eveline Township Planning Commission Recording Secretary  
Michelle Johnson, Eveline Township Clerk

# M. C. Planning & Design

Community Planning Site Planning Landscape Architecture

## Letter of Transmittal

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

To: Charlevoix County Planning Dept.  
301 State Street, Suite 11  
Charlevoix, MI 49720

Date: March 11, 2008

Attn: Larry Sullivan, Planning Director

Transmitted By:  Regular Mail  Overnight Delivery

Hand Delivered

RE: Eveline Township Recreation Plan

Picked Up By:

Other:

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

<input type="checkbox"/> Certification for Payment No.	<input type="checkbox"/> Discs	<input type="checkbox"/> Prints	<input type="checkbox"/> Specs.
<input type="checkbox"/> Change Order No.	<input type="checkbox"/> Drawings	<input type="checkbox"/> Product Literature	<input type="checkbox"/> Tracings
<input type="checkbox"/> Construction Change Req. No.	<input type="checkbox"/> Field Measure Plans	<input type="checkbox"/> Samples	<input type="checkbox"/> Work Orders No.
<input type="checkbox"/> Copy of Letter	<input type="checkbox"/> Plans	<input type="checkbox"/> Shop Drawings	_____

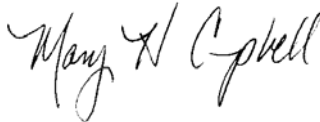
Other: Adopted Eveline Township Recreation Plan

For your:  Action  As Requested  Information  Review/Comment  Use  
 Approval  Distribution  Records /Files  Signature

Remarks: Enclosed please find a copy of the Eveline Township Recreation Plan. This Recreation Plan has been prepared to meet the DNR guidelines. As you are aware one on the DNR requirements is that a copy of the adopted Recreation Plan must be transmitted to the County.

Thank you for your attention to this matter.

Job No. EVE



By: Mary H. Campbell, ASLA, AICP

cc: Eric Beishlag, Eveline Township Planning Commission Chair  
Shelly Schlickau, Eveline Township Planning Commission Recording Secretary  
Michelle Johnson, Eveline Township Clerk

# Appendix C

## Recreation Plan Plan Certification Checklist

# APPENDIX H. COMMUNITY PARK, RECREATION, OPEN SPACE AND GREENWAY PLAN CERTIFICATION CHECKLIST



Michigan Department of Natural Resources-Grants Management

## COMMUNITY PARK, RECREATION, OPEN SPACE, AND GREENWAY PLAN CERTIFICATION CHECKLIST

*By Authority of Parts 19, 703 and 716 of Act 451, P.A. 1994, as amended, submission of this information is required for eligibility to apply for grants*

**INSTRUCTIONS:** Complete, obtain certification signatures and submit this checklist with a locally adopted recreation plan.

All recreation plans are required to meet the content and local approval standards listed in this checklist and as outlined in the *Guidelines for the Development of Community Park, Recreation, Open Space and Greenway Plans* provided by the Michigan Department of Natural Resources (DNR). To be eligible for grant consideration, plans must be submitted to the DNR prior to the grant application deadline **with** a completed checklist that has been signed by an authorized official(s) of the local unit of government(s) submitting the plan.

Name of Plan: Eveline Township Recreation Plan

List the community names (including school districts) covered by the plan	County	Month and year plan adopted by the community's governing body
Eveline Township	Charlevoix	January 2008

**INSTRUCTIONS:** Please check each box to certify that the listed information is included in the final plan.

**1. COMMUNITY DESCRIPTION**

**2. ADMINISTRATIVE STRUCTURE**

- Roles of Commission(s) or Advisory Board(s)
- Department, Authority and/or Staff Description and Organizational Chart
  - Annual and Projected Budgets for Operations, Maintenance, Capital Improvements and Recreation
- Programming
- Current Funding Sources
- Role of Volunteers
- Relationship(s) with School Districts, Other Public Agencies or Private Organizations
  - Regional Authorities or Trailway Commissions Only**
  - Description of the Relationship between the Authority or Commission and the Recreation Departments of
    - Participating Communities
    - Articles of Incorporation

**3. RECREATION INVENTORY**

- Description of Methods Used to Conduct the Inventory
- Inventory of all Community Owned Parks and Recreation Facilities
- Location Maps (site development plans recommended but not required)
- Accessibility Assessment
- Status Report for all Grant-Assisted Parks and Recreation Facilities

**4. RESOURCE INVENTORY (OPTIONAL)**

**5. DESCRIPTION OF THE PLANNING PROCESS**



6. DESCRIPTION OF THE PUBLIC INPUT PROCESS

- Description of the Method(s) Used to Solicit Public Input Before or During Preparation of the Plan, Including a Copy of the Survey or Meeting Agenda and a Summary of the Responses Received
- Copy of the Notice of the Availability of the Draft Plan for Public Review and Comment
  - Date of the Notice November 6, 2007
  - Type of Notice Flyer and Web posting
  - Plan Location 3 Area Libraries, Twp. Website & Township Hall
  - Duration of Draft Plan Public Review Period (Must be at Least 30 Days) 43 days before public hearing
- Copy of the Notice for the Public Meeting Held after the One Month Public Review Period and Before the Plan's Adoption by the Governing Body(ies)
  - Date of Notice Oct. 29, 2007 and Nov. 19, 2007
  - Name of Newspaper Petoskey News Review
  - Date of Meeting Nov. 14-Information meeting, Dec. 19, 2007-public hearing
- Copy of the Minutes from the Public Meeting

7. GOALS AND OBJECTIVES

8. ACTION PROGRAM

Plans must be adopted by the highest level governing body (i.e., city council, county commission, township board). If planning is the responsibility of a Planning Commission, Park and Recreation Commission, Recreation Advisory Board or other local Board or Commission, the plan should also include a resolution from the Board or Commission recommending adoption of the plan by the governing body.

The local unit of government must submit the final plan to both the County and Regional Planning Agency for their information. Documentation that this was done must be submitted with the plan to the DNR.

Items 1, 3 and 4 below are required and must be included in the plan.

**APPROVAL DOCUMENTATION:** For multi-jurisdictional plans, each local unit of government must pass a resolution adopting the plan. Prepare and attach a separate page for each unit of government included in the plan.

- 1. Official resolution of adoption by the governing body dated: 1/8/08 & re-affirmed 3-11-08
- 2. Official resolution of the Planning Commission or Board, recommending adoption of the plan by the governing body, dated: 12/19/07, re-affirmed 2-13-08
- 3. Copy of letter transmitting adopted plan to County Planning Agency dated: March 11, 2008
- 4. Copy of letter transmitting adopted plan to Regional Planning Agency dated: March 11, 2008

**NOTE:** For multi-jurisdictional plans, Overall Certification must include the signature of each local unit of government. Prepare and attach a separate signature page for each unit of government included in the plan.

I hereby certify that the recreation plan for Eveline Township includes the required content, as indicated above and as set forth by the DNR. (Local Unit of Government)

John E. Yrondron 03/11/2008  
Authorized Official for the Local Unit of Government Date

This completed checklist must be signed and submitted with a locally adopted recreation plan to:

GRANTS MANAGEMENT  
MICHIGAN DEPARTMENT OF NATURAL RESOURCES  
PO BOX 30425  
LANSING, MI 48909-7925

**RECEIVED**

MAR 13 2008

The recreation plan is approved by the DNR and the community (ies) covered by the plan, as listed on page 1 of this checklist is/are eligible to apply for recreation grants through

[Signature] 12/31/2012  
Date  
By: L.J. Hertz 3/14/08  
Grants Management Date