

CITY MANAGER REPORT

TO: Mayor Pat Humphrey & Clare City Commission
FROM: Jeremy Howard, City Manager
DATE: January 16, 2025
RE: City Manager's Report

For the Agenda of January 20, 2025

Lake Shamrock Dredging and Dam Project. Mechanical dredging by the city is fully paused right now due to the weather and ice on the lake. Hydraulic dredging by Savin Lake Services is paused for the Winter due to the ice as well. Both will return as soon as weather and permits allow.

For the dam project, our engineering firm GEI, is continuing design work for the dam. Some work at the site including borings and televising storm sewers in the area have continued. We are still working with GEI to submit our full application for the second phase of the DRRG grant that is due by January 31st. No new news and we are still waiting on the grant agreement for the second approved grant (High Hazard Potential Dams – HHPD) to cover part of the next phase of the project.

Planning Commission Meeting. The Planning Commission held a meeting on January 8, 2025 and acted on items on their agenda which included:

- Elected 2025 Chairperson – Jason Lowe
- Elected 2025 Vice Chairperson – Nick Wyman
- Annual review of bylaws
- Public Hearing and Site Plan Review and Approval – RPF Oil Gas Station (BP) and Store (Fleck's Fresh Mart) – Corner of South Clare Ave and East Colonville Road (*site plan and store drawings attached*).

Attachments:

1. RPF Oil Site Plan and Drawings.

SITE PLAN LAYOUT

S89°27'03"W 457.07' (R&M)

DESCRIPTION OF PROPOSED PROJECT USE & TIMING:

THIS PROJECT IS DESIGNED TO BECOME A TRUCK STOP/FUELING GAS STATION AND CONVENIENCE STORE THAT WILL ALSO SERVE FAST FOOD BREAKFAST AND LUNCH ITEMS MAINLY FOR SEMI TRUCK DRIVERS. CONSTRUCTING A NEW 3,955 SFT CONVENIENCE STORE AND PUTTING UP A GAS CANOPY WITH FIVE (5) GAS PUMPS INSTALLED. THE ENTIRE SITE WILL HAVE A DRAINAGE STORMWATER SYSTEM THAT FEEDS INTO A DETENTION BASIN THAT IS SIZED TO ACCOMMODATE THE ENTIRE SITE, INCLUDING SEMI TRUCK FUELING, BEER AND WINE WILL BE AVAILABLE FOR SALES. NO HARD LIQUOR WILL BE SOLD FROM THE STORE. CONSTRUCTION WILL COMMENCE IN MARCH OF 2025, AND FINISHING UP IN AROUND EIGHT MONTHS THEREAFTER, OPENING UP THE GAS STATION & C-STORE.

SITE IMPERVIOUS/PERVIOUS CALCS:

- TOTAL USEABLE LAND = 92,650 SFT OR 2.127 ACRES OF LAND
- EXISTING SITE IMPERVIOUS COVERAGE = 5,775/92,650 = 0.0623 or 6.23%
- PROPOSED SITE IMPERVIOUS COVERAGE = 61,135/92,650 = 0.6599 or 65.99%
- AN INCREASE OF 65.99-6.23 = 59.76% IMPERVIOUS SURFACE or 55,360 SFT OR 1.271 ACRES

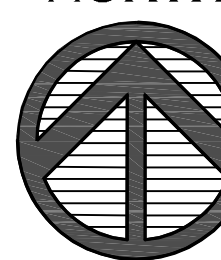
EX SITE AREA TYPES & CALCS:

- PAVEMENT AREAS = 5,775/92,650 = 6.23%
- PAVEMENT AREAS = 86,875/92,650 = 93.77%
- TOTAL SITE AREA IS 92,650 SFT OR 2.127 ACRES

PROP SITE AREA TYPES & CALCS:

- BUILDING AREAS = 7,530/92,650 = 8.13%
- PAVEMENT AREAS = 53,605/92,650 = 57.85%
- WATER AREAS = 1,582/92,650 = 1.71%
- LAWN AREAS = 29,933/92,650 = 32.31%
- TOTAL SITE AREA IS 92,650 SFT OR 2.127 ACRES

NORTH



GRAPHIC SCALE



(IN FEET)
1 inch = 30 ft.

LEGEND

EX ROAD SIGNS	PROP PARKING SPACE NO.
EX TRANSFORMER	PROP BARRIER FREE (ADA) PARKING
EX UTILITY POLE	PROP PAINTED TRAFFIC FLOW ARROW
EX SERVICE PEDESTAL	PROP RECESSED CANOPY LIGHT (TYPE A)
EX LIGHT POLE	PROP 20' HIGH LIGHT POLE (TYPE B)
EX OVERHEAD POWERLINES	PROP 15' HIGH WALL PACK LIGHT (TYPE C)
EX BURIED GASMAIN	PROP TRAFFIC/PARKING SIGN & SYM
EX STORM SEWER	PROP STORM CATCHBASIN/MANHOLE
EX STORM MANHOLE	PROP STORM SEWER
EX STORM CATCHBASIN	PROP 36" CSP STAND PIPE W/GRATE
EX SANITARY SEWER	PROP STORM END SECTION W/GRATE
EX SANITARY LEAD	PROP ROOF DRAINS
EX SANITARY MANHOLE	PROP F2 CURB & CUTTER (NORMAL)
EX WATERMAIN	PROP CONCRETE AREAS
EX FIRE HYDRANT	PROP STANDARD ASPHALT PAVEMENT
EX WATER MANHOLE	PROP HEAVY DUTY ASPHALT PAVEMENT
EX GATEVALVE	PROP PUBLIC ROADWAY ASPHALT
EX WATER LEAD	PROP DRIVEWAY APPROACH ASPHALT
EXISTING	PROP LAWN & LANDSCAPE AREAS
BACK TO BACK	PROP COBBLE or RIPRAP STONE
	PROP BASIN TOP OF BANK
	PROP 100 YEAR HIGHWATER CONTOUR
	PROP FREE SIDE OF SLOPE/BOTTOM
	PROP CENTERLINE DITCH/SWALE

REGULATORY SIGN LEGEND:

- STOP SIGN (24"x24")
- NO PARKING FIRE LANE (12"x18")
- BARRIER FREE PARKING (12"x18")
- LOADING ZONE NO PARKING SYM (12"x18")
- AMISH HORSE BUGGY PARKING (12"x18")

SITE DATA:

- SITE ZONING = C-2 (COMMERCIAL DISTRICT)
GAS SERVICE STATIONS PERMITTED UNDER CURRENT ZONING DRIVE THRU WINDOWS PERMITTED UNDER SPECIAL USE
- ADJACENT ZONING = C-2 (EAST & NORTH)
- TOTAL GROSS OVERALL AREA = 217,908 SFT or 5.00 ACRES
TOTAL USEABLE LAND AREA = 92,650 SFT or 2.127 ACRES
- TOTAL GROSS BUILDING/CANOPY AREAS:
PROPOSED BUILDING FLOOR AREA = 3,955 SFT
PROPOSED CANOPY AREA = 3,575 SFT
- MAXIMUM BUILDING HEIGHT ALLOWED = 35'-0"
PROPOSED BUILDING HEIGHT = 20 FEET
PROPOSED CANOPY HEIGHT = 18 FEET (TO BOTTOM)
- MAXIMUM BUILDING LOT COVERAGE = NONE SPECIFIED
BUILDING + CANOPY = 7,530/92,650 = 0.0813
TOTAL BUILDING/IMPERVIOUS SITE COVERAGE = 8.1%
- MAXIMUM IMPERVIOUS LOT COVERAGE = NONE SPECIFIED
BUILDING + PAVEMENT = 50,300/92,650 = 0.5429
TOTAL BUILDING/IMPERVIOUS SITE COVERAGE = 54.3%
- PARKING SPACE & LANE SIZE REQUIREMENTS
a) REGULAR PARKING SPACE = 9' x 18' (162 SFT)
b) BARRIER FREE SPACE = 9' x 18' W/5' or 8' AISLE (VAN ACCESSIBLE)
c) DRIVE LANE WIDTH = 21' (MIN) AT 90° PARKING
- PARKING REQUIRED (GASOLINE OR SERVICE FILLING STATIONS):
1 SPACE FOR 300 SFT OF USEABLE FLOOR AREA = 3,955 SFT x 75% = 2,966 / 300 SFT = 9.89 or 10 SPACES
1 SPACE FOR EACH GAS FUELING SERVICE PUMP = 10 SPACES (FUTURE SEMI FUELING SERVICE PUMP = 4 SPACES)
TOTAL PARKING SPACES REQUIRED = 10 SPACES
FUEL STACKING SPACES REQUIRED = 14 SPACES
- SITE PARKING REQUIRED & PROVIDED:
TOTAL PARKING SPACES REQUIRED = 10; PROVIDED = 32
TOTAL STACKING SPACES REQUIRED = 10; PROVIDED = 10
- BARRIER FREE PARKING REQUIRED = 2
BARRIER FREE PARKING PROVIDED = 3
- LOADING SPACES REQUIRED & PROVIDED = 1
- EXISTING LAND USE = VACANT LAND
- PROPOSED LAND USE = GAS STATION & C-STORE
- EXISTING ADDRESS = V/L S CLARE AVENUE (M-127)

SITE PLAN SPECIFIC NOTES:

- ALL OUTDOOR LIGHTING SHALL BE IN ACCORDANCE WITH THE SPECIFICATIONS LISTED IN THE CITY OF CLARE ZONING ORDINANCE, AND SHALL BE SHELDED FROM PROJECTING ONTO OR INTO AN ADJOINING RESIDENTIAL DISTRICT AND SHALL NOT INTERFERE WITH DRIVER VISIBILITY ON A PUBLIC RIGHT-OF-WAY.
- NO VEHICLES OR MERCHANDISE FOR SALE SHALL BE DISPLAYED WITHIN ANY REQUIRED FRONT YARD SETBACK, COMMERCIAL VEHICLES SHALL BE PARKED/STORED IN THE REAR YARD.
- THERE SHALL BE NO BROADCAST OF CONTINUOUS MUSIC OR ANNOUNCEMENTS OVER ANY LOUDSPEAKER OR PUBLIC ADDRESS SYSTEM.
- NO OUTDOOR SALES OR DISPLAY AREAS ARE ALLOWED WITHIN THE FRONT YARD SETBACK.
- ALL FIRE ACCESS ROADS/DRIVES ARE A MINIMUM AND SHALL BE MIN 20 FEET OF CLEAR WIDTH AND "NO PARKING FIRE LANE" SIGNS POSTED ALONG THIS ROUTE.
- ALL LANDSCAPE PLANTINGS SHALL IN ACCORDANCE WITH THE SPECIFICATIONS LISTED IN THE CITY OF CLARE ZONING ORDINANCE. ALL MECHANICAL EQUIPMENT WILL BE PLACED ON THE ROOFTOPS OF ALL BUILDINGS AND SCREENED.
- THERE WILL BE NO SHIPMENT OR STORAGE OF HAZARDOUS MATERIALS ON-SITE AT ANY TIME. THERE ARE NO AREAS OF CONTAMINATION ON SUBJECT PROPERTY.
- THERE ARE NO REGULATED WOODLANDS ON THE SUBJECT PROPERTY.
- ALL ACTIVITIES, EXCEPT THOSE REQUIRED TO BE PERFORMED AT THE SERVICE ISLAND, SHALL BE CONDUCTED ENTIRELY WITHIN THE ENCLOSED BUILDING.

SEWER & WATER DEMAND BASIS OF DESIGN:

WATER USAGE = 50 GALLONS PER DAY (GPD) PER EMPLOYEE AND 10 GPD PER VISITOR

TOTAL EMPLOYEES PER DAY = 6 EMPLOYEES AT 50 GPD/PERSON; PLUS
TOTAL VISITORS PER DAY = 300 CUSTOMERS PER DAY AT 10 GPD/PERSON; PLUS
ADDITIONAL MULTIPLIER OF 10% = 300 + 3,000 = 3,300 x 10% = 3,630 GPD
TOTAL WATER DEMAND = 3,630 GALLONS PER DAY (GPD)

DAILY SEWAGE FLOW = 6 x 50 = 300 GPD + 300 x 10 = 3,000 GPD = 3,300 GPD TOTAL

TOTAL DAILY PEAK FLOW = 3,300 GPD x 1.1 x 4 = 14,520 GPD
14,520 GPD / 1 DAY/24 HR / 1 HR/60 MIN = 10.083 GPM

TOTAL NEW SEWER FLOW FROM SITE = 10.083 GPM OR 0.0270 CFS

NOTES:

- NO GREASE TRAP/SEPARATOR IS PROPOSED. NO WASTE OR CHEMICAL BYPRODUCTS, OTHER THAN THE NORMAL HUMAN WASTE WILL BE PUT IN THE WASTEWATER SYSTEM. THE BUILDING IS ALREADY CONNECTED TO THE EXISTING SANITARY SEWER SYSTEM.

SANITARY SEWER & WATERMAIN NOTE:

THE PROJECT SITE IS CURRENTLY SERVICED BY AN EXISTING PUBLIC WATERMAIN SYSTEM (CITY OF CLARE DPW), AND AN EXISTING PUBLIC SANITARY SEWER SYSTEM (CITY OF CLARE DPW).

ON-SITE SOIL TYPES:

PER USDA SOILS MAPS, THE FOLLOWING SOILS ARE FOUND ON-SITE:
CarabA - Carlisle muck, 0 to 2 percent slopes, Very poorly drained (A/D)
Ro - Roscommon mucky loamy sand, Poorly drained (A/D)

CONTRACTOR ALERT STATEMENT

THIS PROJECT HAS BEEN DESIGNED IMPLEMENTING THE LATEST CLARE COUNTY AND CITY OF CLARE DESIGN SPECIFICATIONS. CAREFULLY REVIEW THE NOTES, DETAILS, AND DESIGN PRIOR TO SUBMITTING A BID. FULL COMPLIANCE WITH THE LATEST STANDARDS WILL BE REQUIRED.

BENCHMARK NO. 1

SOUTHEAST BOLT OF FIRE HYDRANT, LOCATED ON THE EAST SIDE OF S CLARE AVENUE, 160'± NORTH OF NW PROPERTY CORNER, AS SHOWN. ELEVATION=852.63 (NAVD88)

BENCHMARK NO. 2

BENCH TIE ON SOUTH SIDE OF LIGHT POLE, LOCATED ON THE SOUTH SIDE OF E COLONVILLE ROAD, AT MDOT PARK & RIDE, AS SHOWN. ELEVATION=857.36 (NAVD88)

UTILITY STATEMENT

THE UNDERGROUND UTILITIES SHOWN HAVE BEEN LOCATED FROM FIELD SURVEY INFORMATION AND EXISTING DRAWINGS. IF AVAILABLE, THE SURVEYOR AND/OR ENGINEER MAKES NO GUARANTEES THAT THE UNDERGROUND UTILITIES SHOWN COMPRISE ALL SUCH UTILITIES IN THE AREA, EITHER IN SERVICE OR ABANDONED. THE SURVEYOR AND/OR ENGINEER FURTHER DOES NOT WARRANT THAT THE UNDERGROUND UTILITIES SHOWN ARE IN THE EXACT LOCATION INDICATED ALTHOUGH HE DOES CERTIFY THAT THEY ARE LOCATED AS ACCURATELY AS POSSIBLE FROM INFORMATION AVAILABLE. THE SURVEYOR AND/OR ENGINEER HAS NOT PHYSICALLY LOCATED THE UNDERGROUND UTILITIES.



Know what's below.
Call before you dig.

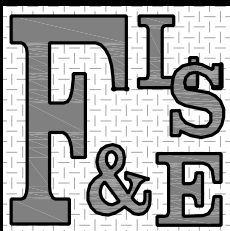
GAS CANOPY NOTE:

THE SUPPLIER WILL PROVIDE FINAL SHOP DRAWINGS AND CALCULATIONS TO THE CITY OF FLINT BUILDING DEPARTMENT FOR REVIEW PRIOR TO INSTALLATION. (SEE SHEET C-X FOR SECTIONS)

SCALE: 1"=30'
JOB NO. 24-359

PREPARED FOR:
ASSELIN McLANE ARCHITECTURAL GROUP (AMAG)
C/O CHARLES SAWDON
4488 W BRISTOL ROAD, FLINT, MI 48507
PHONE: 810.230.9311

PART OF THE SOUTHWEST 1/4,
SECTION 23, T17N-R4W
CITY OF CLARE, CLARE CO, MI



Fenton Land Surveying & Engineering, Inc
14165 N. FENTON ROAD, SUITE 101A, FENTON, MI 48430
PHONE: 810.354.8115 EMAIL:INFO@FENTONLSE.COM

PROPOSED SITE PLAN LAYOUT FOR:
PROPOSED GAS STATION SITE
V/L S CLARE AVENUE, CLARE, MI 48617

REVISIONS	DRN. BY:	J.R.B.	12.16.2024	SHEET NO:
12.18.2024	DSN BY:	J.R.B.	"	C-1
12.28.2024	CHK'D BY:	J.P.W.	"	
	APPR BY:	J.B.M.	"	

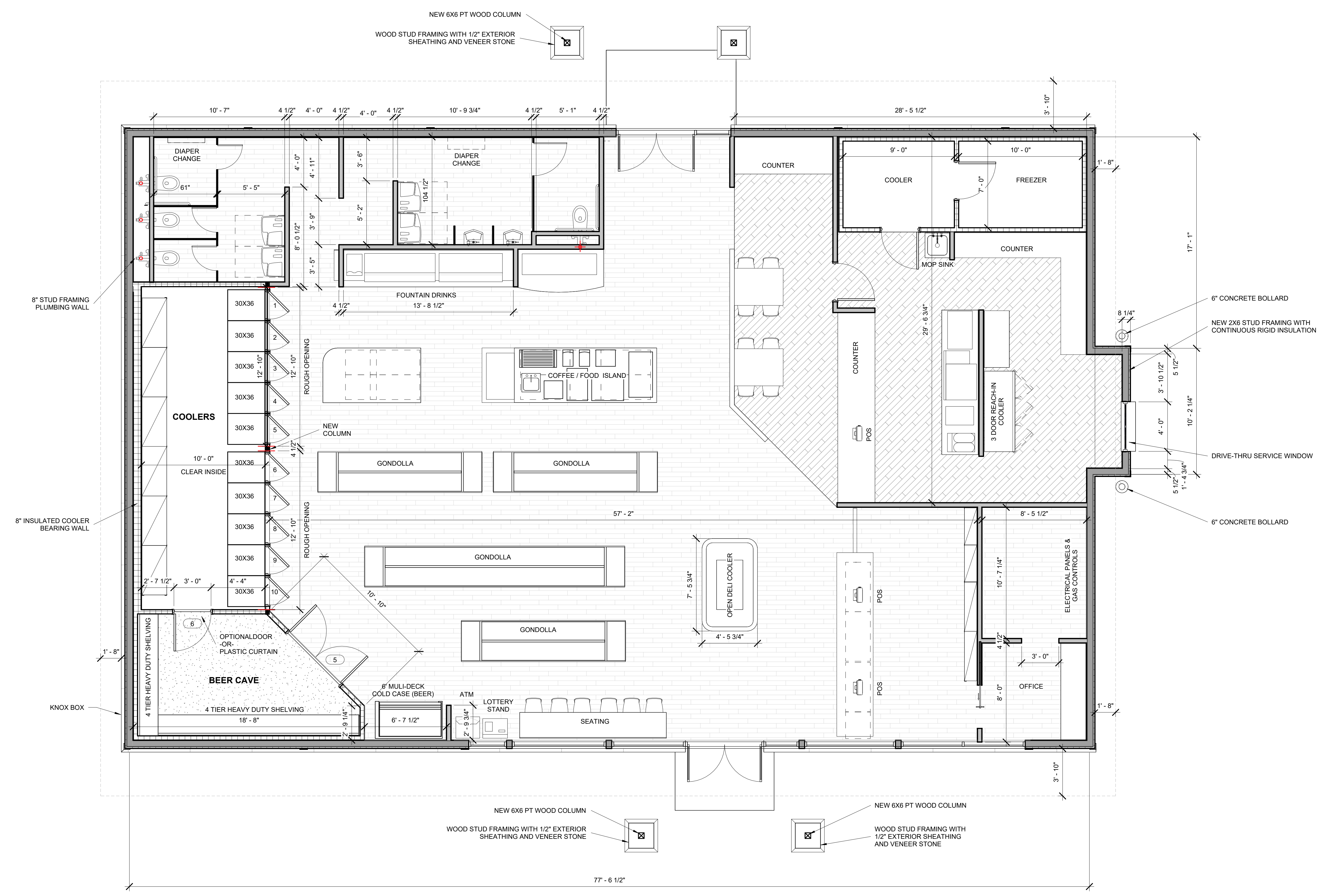
ELSE: JOBS/24-359/AMAG-E COLONVILLE AT S CLARE AVE/PRESERVE LAYOUT-04.DWG

CLARE GAS STATION
 CLARE, MICHIGAN

No.	Description	Date
1	SCHEMATIC LAYOUT	12-02-24

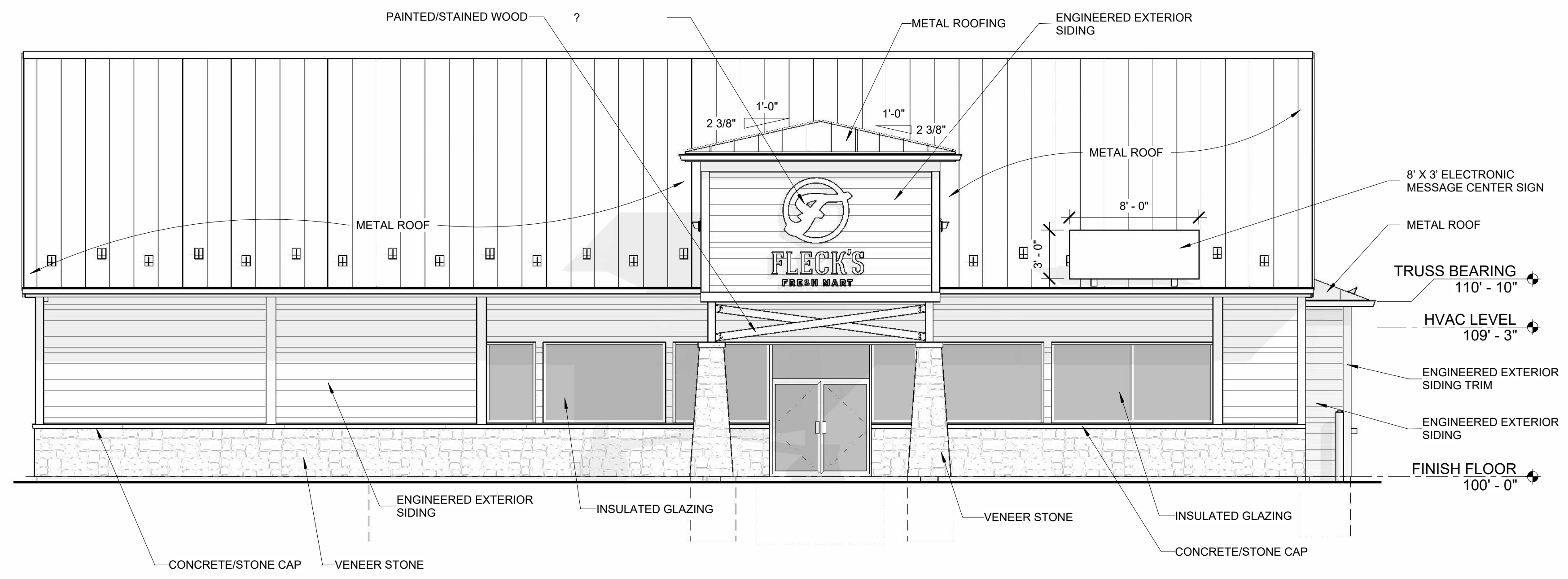
FLOOR PLAN

Printed: 12/2025 11:06:38 AM X:\AMAG\Jobs\18025 - Clare Gas Station\Revit Model\C-Store.rvt

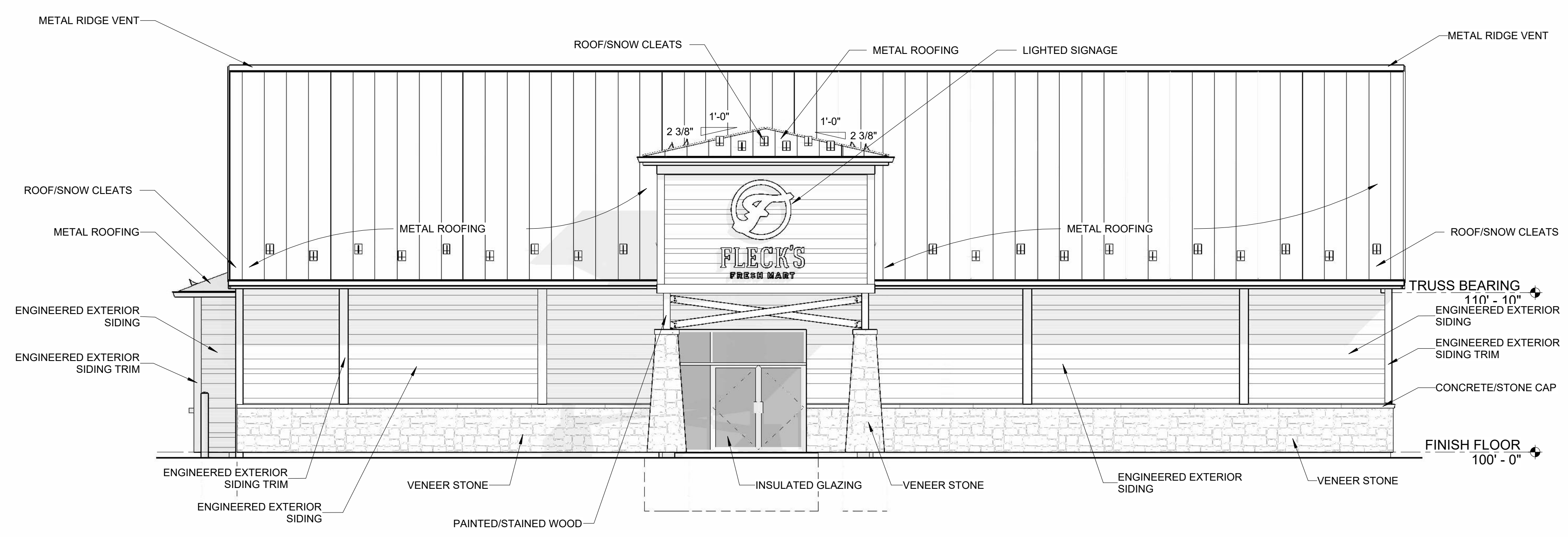


1 FLOOR PLAN
 1/4" = 1'-0"

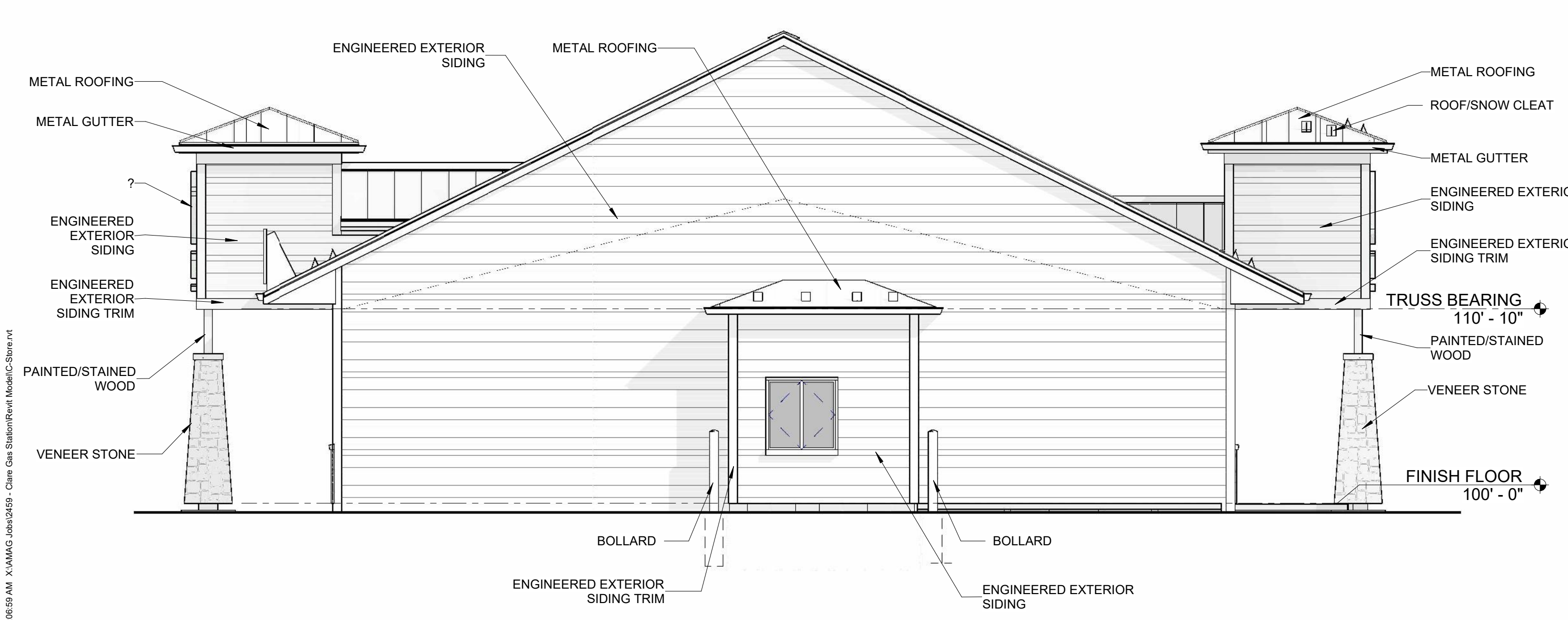
No.	Description	Date



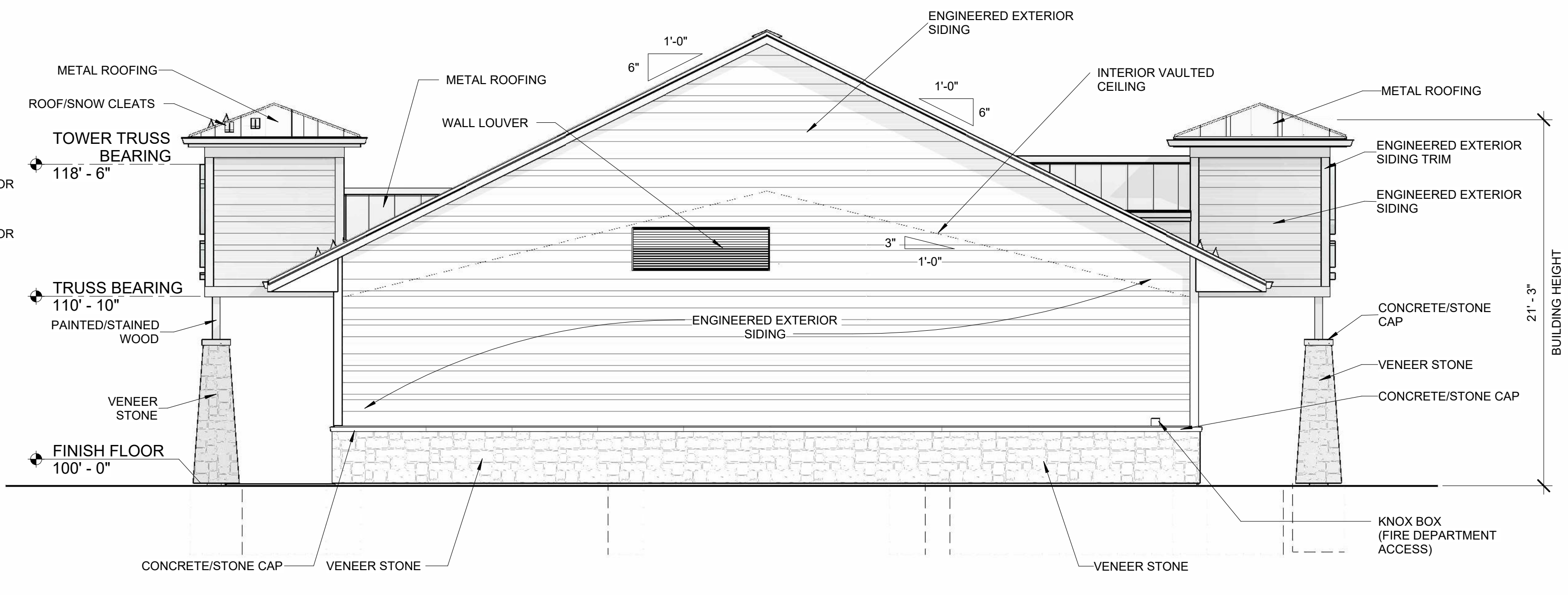
EXISTING SOUTH ELEVATION
 3/16" = 1'-0"



NORTH ELEVATION
 3/16" = 1'-0"



EXISTING EAST ELEVATION
 3/16" = 1'-0"



EXISTING WEST ELEVATION
 3/16" = 1'-0"

Pinned: 10/2025 11:06:59 AM X:\AMAG\Jobs\18025 - Clare Gas Station\Revit Model\C-Store.rvt