

Section A: Applicant Site and Project Information

Instructions:

1. Click **Save** to save changes.
2. See the Michigan Natural Resources Trust Fund Application Guidelines [here](#) for guidance.

Michigan Natural Resources Trust Fund**2024 Grant Application**

This information is requested by authority of Part 19 of Act 451 of 1994, to be considered for a recreation grant.

Is the application for site development or land acquisition?

☒ Development

☐ Acquisition

***Name of Applicant (Government Unit)**

West Branch Township - Marquette County

***SIGMA Vendor Number**

CV0029269

***SIGMA Address ID**

AD28F

***Name of Authorized Representative**

Kris Shaw

***Title**

West Branch Township Supervisor

Address

1016 County Rd 545 N

City

Skandia

State

MI

***ZIP**

49885

***County**

Marquette County

Telephone

(906) 942- 7400

***E-mail**

wbtwp@tds.net

***State House District**

District 109

***State Senate District**

District 38

***U.S. Congress District**

District 1

The following link contains District Maps - <https://www.michigan.gov/micrc/mapping-process/final-maps>

***Proposal Title (Not to exceed 60 characters)**

Meyland Park Recreation Area

*Proposal Description

Development of new sports fields through the establishment of the Meyland Park Recreation Area in West Branch Township, Marquette County. The township owns a 39-acre parcel of land adjacent to the township hall that is largely underutilized by the public. The site includes a grassy field, wooded area and frontage to the West Branch of the Chocolay River (Silver Lead River). The township aims to create recreational opportunities for the community with the development of a soccer field, baseball field, and a multi-purpose basketball, tennis and pickleball court. Additionally, the proposed project includes a crushed gravel parking lot and entrance drive, two vault toilets, access pathways, picnic tables, benches, garbage cans and signage. Future improvements include an 18-hole disc golf course, trail system and improved accessibility to the river for fishing and swimming. This regionally significant project will support much needed recreational access for our rural community.

*Address of Site

1016 County Road 545 N

*City, Village or Township of Site

Skandia

*Zip

49885

*Park Name

Meyland Park

*County in which Site is located

Marquette

*Town, Range and Section Numbers of Site Location		
Letters must be upper-case: (examples: T02N, R13E, 22)		
(Town)	(Range)	(Section)
T46N	R24W	22

*Latitude/Longitude at park entrance	
(Latitude)	(Longitude)
46.376500	-87.283160

\$

\$

\$

Section B: Project Funding and Explanation of Match Sources

Instructions:

1. Click **Save** to save changes.
2. See the Natural Resources Trust Fund Application Guidelines [here](#) for guidance.

SOURCES OF MATCHING FUNDS

PROJECT COST AMOUNTS

*Grant amount requested (round to the nearest hundred dollars)	\$400,000
Total Match (Must be at least 25% of total project cost)	\$160,400
Total Project Cost (Must equal the total estimated cost on Section C: Project Details page)	\$560,400
Percentage of match commitment (Must be at least 25% of total project cost)	28 %
a) General Funds or Local Restricted Funds (Applicant's own cash)	\$100,000
b) Force Account Labor/Materials (Applicant's own paid labor or materials)	\$
c) Federal or State Funds	\$

*(2) Program Name	*Administering Agency
*Contact Name for Administering Agency	*Amount
*Telephone	\$

*Type of Funds

☐ Grant funds awarded

Date grant funds approved

☐ Grant funds applied for, not yet approved

Estimated approval date

☐ Appropriated funds

Date appropriated

☐ **Other, explain**

*Is documentation containing the scope of work and budget for the other grant funds included with application?

☐
Yes

☐
No

*Is documentation (such as grant approval letter) that verifies the availability of funds included in the application?

☐
Yes

☐
No

☐ Check to add program information for additional State or Federal funds that will be used as Match.

*(3) Program Name		*Administering Agency
*Contact Name for Administering Agency	*Telephone	*Amount
		\$

*Type of Funds

☐ Grant funds awarded

Date grant funds approved

☐ Grant funds applied for, not yet approved

Estimated approval date

☐ Appropriated funds

Date appropriated

☐ **Other, explain**

*Is documentation containing the scope of work and budget for the other grant funds included with application?

☐
Yes

☐
No

*Is documentation (such as grant approval letter) that verifies the availability of funds included in the application?

☐
Yes

☐
No

d) Cash Donations

\$10,400

You have entered a value for item d). **Please list the individual sources and the amounts to be donated below.**

SOURCE

AMOUNT

Skandia Lions Club Donation

\$5,000

2024 WB Township Tailgate Fundraiser

\$4,000

Lions Club Pancake Breakfast Fundraiser

\$1,400

\$

\$

Total

\$10,400

*Is a letter of intent from each donor included with the application?

☒
Yes

☐
No

e) Donated Labor and/or Materials

\$50,000

You have entered a value for item e). **Please include each item to be donated, the source, dollar value, and how the dollar value was determined.**

ITEM	SOURCE	DOLLAR VALUE	VALUATION METHOD
Land Prep and Clearing	West Branch Township Skilled Volunteers	\$50,000	1000 hours @\$50/hour for skilled labor *
		\$	
		\$	
		\$	
		\$	
		Total	\$50,000

*Is a letter of intent from each donor included with application?

☒ Yes

☐ No

f) Donated Land Value (acquisition applications only)

\$

Section C2: Project Details

Instructions:

1. All required fields are marked with an *.
2. Use the Save button to save text and calculate data on each page.
3. Save at least every 30 minutes to avoid losing data.
4. See the Michigan Natural Resources Trust Fund Application Guidelines [here](#) for guidance.
5. You may upload a cost breakdown in the required uploads page as supporting documentation.

Development Applications ONLY

* Applicant's current control of the site:

☒

Fee Simple

☐

Lease

☐

Easement

☐

Other (describe)

*Age of Park

25
Years

* Acres

40.00

Project Cost Estimate Table

YOU MUST CHOOSE SCOPE ITEM(S) FROM THE LIST IN THE DROP DOWN BOX.

SCOPE ITEM	DNR ONLY Accessibility Guidelines	QUANTITY	TOTAL ESTIMATED COST
Soccer Field		1	\$65,000
Vault/Pit Toilet(s)		2	\$28,000
Baseball or Softball Field		1	\$140,000
Basketball Court		1	\$70,000
Bench(es)		20	\$20,000
Landscaping		1	\$50,000
Access Pathway 5' - 6' wide		2	\$12,000

Entrance Drive	1	\$25,000
Crushed Stone Parking Lot	1	\$30,000
Picnic Table(s)	12	\$12,000
Signage	10	\$15,000
Trash Bin(s)	12	\$5,000
Trail 5' - 8' wide	6	\$25,000

Select the plus sign button to create newrows.

Other: Safety Bollards	48	\$10,000
---------------------------	----	----------

Do not list the aspects of project execution, such as labor, construction equipment, contingency, site work, grading or raw materials.

Select the plus sign button to create newrows.

Permit Fees	\$2,500
MNRTF Sign	\$900
Subtotal	\$510,400
Engineering (These fees may not exceed 20% of subtotal)	\$50,000
Total Estimated Cost (Must equal Total Project Cost amount on Section B page.)	\$560,400

Section D: Justification of Need

Instructions:

1. Click **Save** to save changes.
2. See the Natural Resources Trust Fund Application Guidelines [here](#) for guidance.

***1) If you are submitting multiple acquisition or development applications in the same recreation grant program, what is the priority for this application? (1 = highest)**

1
*2) Is this a duplicate application that has been previously applied for funding under one of our Recreation Grant Programs that was not funded?
☒ No ☐ Yes

Is this a duplicate application that is being applied for this application cycle under one of our Recreation Grant Programs?
☐ No ☒ Yes

If yes, please list the application number. *RP25-0061, LW25-0030*

*3) What page(s) of your recreation plan is the need for the proposed project discussed?

If proposed project is on only one page, please enter the page number in both boxes

From: **To:**

7
From: **To:**

10 *13*

*4) What was the date(s) of public meeting to discuss submission of the grant application?

03/10/2025

Additional dates:

03/25/2025

*5) Did you gather public input from individuals with disabilities, their families, or advocates?

☐ No ☒ Yes

*6) Are you the primary provider of recreation services to any surrounding communities, as documented in your recreation plan?

☒ No ☐ Yes

List Communities:

N/A

***7) Explain how you plan to address safety considerations and crime prevention in the project area?**

The park will be open from dawn until dusk to avoid use of the property after dark. Safety bollards will be added by the parking lot and roadways to prevent vehicles from entering pedestrian areas of the park. Signage will also be added to clearly mark parking, walkways and safety considerations. All park improvements will be long-standing permanently affixed products to avoid theft.

***8) Explain how you will make the public aware of the project, as well as the efforts you will use to publicize and promote your project. Include marketing methods that will effectively communicate with persons with disabilities.**

Information regarding the project is available on the township website and promoted during township activities including pie sales, fundraisers, etc. Copies of the plan are available and promoted at the township hall. The Township Recreation Committee plans an annual fundraiser tailgate and promoted in the Marquette Monthly and on Social media. Games are thoughtfully prepared for children of all ages and abilities. Prizes, food, and activities get the community acclimated to the site and plan.

***9) Does the applicant have a formal recreation department or committee? Please explain below. For park committees, describe how members are appointed, their roles and responsibilities. List of members and meeting schedule.**

The township has a formal recreation committee, made up of volunteers within the community. The committee is comprised of: Kris Shaw (Township Supervisor), Ray Johnson (Chairperson of the Planning Commission), Nellie Turton, Michelle Christal, Brandon Chmiko, Jen Christal, Chris Sudinsky, and Natalie Chmiko. Formal public meetings take place quarterly, with additional planning meetings scheduled, as needed.

Section E: Application History and Stewardship

Instructions:

1. Click **Save** to save changes.
2. See the Natural Resources Trust Fund Application Guidelines [here](#) for guidance.

NO **YES**

**1) Questions 1 is for acquisition applications only - for development projects, leave blank and move to question 2.*

Will the applicant have adequate funds on hand to complete the acquisition transaction without any third party assistance (i.e. loans, lines of credit, etc.) **until partial reimbursement and final audit is completed** (approximately 180 days after closing)?

☐

☐

If yes, please provide documentation that supports this on the Required Attachments page.

**2) Has applicant received DNR recreation grant(s) in the past?*

☒

☐

**3) Has applicant closed, sold, or transferred any parkland or recreation facilities in the past 5 years?*

(If yes, provide comments below.)

☒

☐

** 4) Does applicant have a known unresolved conversion of grant-assisted parkland?*

(Note: a conversion is a change from public outdoor recreation use to some other use.)

(If yes, provide comments below.)

☒

☐

**5) Does applicant have a "residents only" policy for this park or other parks or recreation facilities?*

(If yes, provide comments below.)

☒

☐

**6) Do you now or do you intend in the future to charge an entrance fee to the project site?*

☒

☐

***7) What is the applicant's current year budget for parks and recreation?**

\$100,000.00

***8) What are the estimated operation and maintenance costs associated with the project?**

\$10,000.00

Comments:

Up to \$100,000 for site prep in 2025 in preparation for recreation developments.

Section F: Site Conditions

Instructions:

1. Complete the following property checklist on the environmental Conditions at the project site and adjacent areas, using information from the past ten years or longer, as appropriate.
2. If you answer **YES** or **UNKNOWN** to questions 1-15, you are required to prepare an environmental report. See the Natural Resources Trust Fund Application Guidelines [here](#) for guidance.
3. Click **Save** to save changes.

	<u>NO</u>	<u>YES</u>	<u>UNKNOWN</u>
*1) Does the applicant, landowner, or others have knowledge that any portion of the property is or has been used for industrial purposes, including manufacturing and/or minerals' processing or extraction (sand, gravel, oil, or gas) at this time or in the past?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
*2) Does the applicant, landowner, or others have knowledge that any portion of the property is currently being used or has been used in the past for a gas station, motor vehicle service or repair facility, commercial printing facility, dry cleaners, photo developing lab, junkyard, landfill, waste treatment, storage, processing or recycling or disposal facility?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
*3) Does the applicant, landowner, or others have knowledge that any of the following are or have in the past been stored, discarded, or used on the property – automotive or industrial batteries, pesticides or other chemicals used in agricultural practices, paints, industrial waste, or other chemicals in drums or other containers?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
*4) Does the applicant, landowner, or others have knowledge that fill dirt or other fill material of unknown origin is on this property or has in the past been placed on the property?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
*5) Does the applicant, landowner, or others have knowledge of any evidence of leaks, spills, or stains from a substance other than water at this time or in the past?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
*6) Does the applicant, landowner, or others have knowledge that there are or have in the past been waste disposal pits, lagoons, or ponds on the property?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
*7) Does the applicant, landowner, or others have knowledge that there are at this time or have in the past been registered or unregistered storage tanks on the property?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
*8) Does the applicant, landowner, or others have knowledge that contaminated groundwater lies below the property?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
*9) If there is a water well on the property, does the applicant, landowner, or others have knowledge that contaminants have been identified in the well that exceeded legal standards or has the well been identified as contaminated by a government agency?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
*10) Has the landowner been notified about any current violations of environmental laws pertaining to activities on the property or does applicant, landowner, or others have knowledge about past violations?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
*11) Has the landowner been notified of any environmental assessments of the property that identified a) the presence of hazardous substances, petroleum products, or contamination; or b) the need for further assessment?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
*12) Does the applicant, landowner, or others have knowledge that any hazardous substances, unidentified waste materials, tires, or automotive or industrial batteries have been dumped above ground, buried, or burned on the property?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
*13) Is the property listed on any federal or state list of contaminated sites, including the site of a leaking underground storage tank?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
*14) Does the applicant, landowner, or others have knowledge that any of the adjoining properties are currently being used or have been used in the past for the purposes listed in the previous questions 1-13?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

*15) Has an environmental assessment been completed for the site?

☒

☐

☐

If yes, please provide documentation that supports this on the Required Attachments page.

*16) Are permits required for the development of the site?

☐

☒

☐

If yes, please complete the following table:

		EFFORTS TAKEN TO OBTAIN PERMIT OR DETERMINING PERMIT REQUIREMENTS
TYPE OF PERMIT	PERMITTING AGENCY	
Toilet/Vault Toilet	Marquette County Health Department	Marquette County Website

If 'Yes' or 'Unknown' was selected for any of the questions on this page, please explain here:
Unknown, but anticipate permitting from Marquette County Health Department for Vault Toilet construction.

Section G: Natural Features of The Project Site

Instructions:

1. Click **Save** to save changes.
2. Great Lakes connecting waters are defined in the *Michigan Natural Resources Trust Fund Application Guidelines*.
3. See the Natural Resources Trust Fund Application Guidelines [here](#) for guidance.

To the best of your knowledge, does the project site include:

***Great Lakes shoreline or Great Lakes connecting water frontage?**

☒

No

☐

Yes

***Inland lake frontage?**

☒

No

☐

Yes

***River and/or tributary frontage?**

☐

No

☒

Yes

If yes, name of water body:

West Branch Chocolay River / Silver Lead

How many linear feet of frontage?

1,500

Is the river or tributary a state natural river or a federally dedicated wild and scenic river?

☒

No

☐

Yes

***Wetland acreage or frontage?**

☒

No

☐

Yes

***Other water acreage or frontage?**

☒

No

☐

Yes

***Sand dunes?**

☒

No

☐

Yes

***Dedicated state or federal listed wilderness or dedicated natural area or Pigeon River County State Forest land or inholding?**

☒

No

☐

Yes

***Rare species or any other significant feature as defined by the Michigan Natural Features Inventory?**

☒

No

☐

Yes

Section H: Wildlife Values of The Project Site

Instructions:

- 1. Click **Save** to save changes.
- 2. See the Natural Resources Trust Fund Application Guidelines [here](#) for guidance.

Will the proposed park or park development:

*** Protect wildlife habitat** (for example, breeding grounds, winter deeryards, den sites)? ☐ **No** ☒ **Yes**

If yes, list species: *white-tailed deer, sandhill cranes, eagl*

How many acres of habitat does the site provide? *24.00*

*** Act as a wildlife corridor between existing protected areas or buffer an existing protected area?** ☒ **No** ☐ **Yes**

Section I: Natural Resource Recreation Opportunities

Instructions:

1. Click **Save** to save changes.
2. See the Natural Resources Trust Fund Application Guidelines [here](#) for guidance.

Will the proposed park or park development provide new or additional:

***Water recreation opportunities?** ☐ No ☒ Yes

***Motorized recreation opportunities (ORV and/or Snowmobile)?** ☒ No ☐ Yes

***Hunting Opportunities?** ☒ No ☐ Yes

***Fishing opportunities?** ☐ No ☒ Yes

If yes, what type of fishing opportunities will be provided?
(species/methods)

rainbow trout, brook trout; river access

***Bird watching or other nature viewing opportunities?** ☐ No ☒ Yes

If yes, what species can be viewed?

*sand cranes, eagle, canadian geese, ducks,
grouse, woodpeckers, turkeys, robin,
cardinal, sparrow*

***Nature interpretation or education opportunities?** ☐ No ☒ Yes

If yes, how are the interpretation or education opportunities provided? (check all that apply)

☒ Interpretive signage ☐ Part time or volunteer naturalist

☐ Interpretive brochures ☐ Full time naturalist

☐ Nature center

Have you formed a partnership with another organization to provide interpretive/educational services? ☒ No ☐ Yes

Section J: Public Access Opportunities

Instructions:

1. Click **Save** to save changes.
2. See the Natural Resources Trust Fund Application Guidelines [here](#) for guidance.

* Will the site be open to the general public?

☐

No

☒

Yes

List the hours open to the public:

	From	To	Closed
Sunday	6:00am	10:00pm	<input type="checkbox"/>
Monday	6:00am	10:00pm	<input type="checkbox"/>
Tuesday	6:00am	10:00pm	<input type="checkbox"/>
Wednesday	6:00am	10:00pm	<input type="checkbox"/>
Thursday	6:00am	10:00pm	<input type="checkbox"/>
Friday	6:00am	10:00pm	<input type="checkbox"/>
Saturday	6:00am	10:00pm	<input type="checkbox"/>
Holidays	6:00am	10:00pm	<input type="checkbox"/>
Comment:	Accessible dawn to dusk, every day.		

Section K: Trails

Instructions:

- 1. Click **Save** to save changes.
- 2. See the Natural Resources Trust Fund Application Guidelines [here](#) for guidance.

* Is the proposed site a trail?

☒
No

☐
Yes

* Is this proposed project part of the Iron Belle Trail (Governor's Showcase Trail)? [View the interactive IBT map here.](#)

(Applicable for Development or Acquisition)

☒
No

☐
Yes

Application Narrative

Instructions:

1. The application narrative is an important source of information used to evaluate and score your application. It will provide Grants Management with an overall picture of your proposed project. It is strongly recommended that you review the MNRTF Application Guidelines for additional clarification of what items should be included in the application narrative.
2. Click **Save** to save changes.
3. See the Natural Resources Trust Fund Application Guidelines [here](#) for guidance.

*I. Project Justification and Support:

West Branch Township is proposing the establishment of the Meyland Park Recreation Area on the 39-acre parcel adjacent to the West Branch Township Hall property. The township recognizes the importance of recreation as part of a community's goals to attract and retain residents by promoting health and wellbeing, developing a sense of community, improving access and accessibility to the outdoors, and enabling economic prosperity. In early 2024, West Branch Township officials established a Recreation Committee, and adopted a 5-year recreation plan for the township. Within that plan, the township has also committed significant funding for expanding recreational opportunities in the township (pg. 4).

Currently, the township does not have a soccer, baseball, basketball or tennis court available within the community. This development would allow residents and neighboring communities to enjoy the outdoors through these recreation developments.

Based on input from the community, recreation has become more important to residents than in past years. To intentionally solicit additional feedback and buy-in, the township hosted a number of public forums including input on the 5-year recreation plan, monthly township board meetings, and quarterly planning commission and recreation public meetings where recreation was a standing agenda item. Additionally, conceptual plans were shared on social media, on the township website, and displayed at the Township Hall for review and feedback. All public meetings, including official board meetings were posted at the Township Hall and on social media.

Based on input from adjacent landowners, the conceptual plans were adjusted to accommodate key concerns that were expressed. Primitive camping was removed from the plan due to concerns with maintenance, crime, fire control, sanitation and potential disruption to nearby residents. To address privacy concerns, the Township added landscaping and trees to the northwest corner of the project plans along with establishing a sloped berm to further shield the proposed soccer field development. Additionally, alternative parking options are being considered currently to avoid parking on both sides of the narrow Townhall Road, which causes traffic flow issues for residents. Finally, additional senior-focused programming and accessibility was discussed to increase recreation access for the aging population.

According to the 2020 census data, 5.4% of West Branch Township residents are without health care coverage, higher than the county average of 3.7%. This project not only promotes greater health and wellness opportunities directly in the community but supports building community values and stewardship for future generations of neighboring areas utilizing this recreation area. Ultimately, the township would like to create a recreational destination for current and future residents and families to live, work and play.

*II. Project Description:

This project seeks to establish a new recreation area in West Branch Township called “Meyland Park Recreation Area”. The development will take place over several phases, with the primary focus on getting the community using the undeveloped land as quickly as feasible, with additional park features and improvements added in subsequent phases. The township owns a 40-acre parcel of land on the southwest corner of County Road 545 North and Townhall Road. Currently, one acre of the property is used for the Township Hall building and parking.

The proposed recreation development includes two key recreation fields, soccer and baseball/softball. These fields are in high demand in neighboring communities, with community recreational sports teams and youth residents as the primary users for the fields. Development of these fields includes ground leveling, ensuring proper grading, drainage, and seeding the fields for grass. Permanent soccer posts will be added to the soccer field, and a berm and landscaping will be added along the westernmost property line to ensure privacy of neighbors and to add built-in lawn seating for spectators. The baseball development will include fencing, grading, appropriate sand/aggregate, and development of dugouts (if budget allows). Scoreboard signage will be added to the soccer and baseball fields.

In addition to the fields, West Branch township is proposing a multi-purpose basketball, tennis and pickleball court with permanent basketball hoops and a removable net for tennis and pickleball use. Lines will be painted on the court designating the different colors for each sport, with fencing along the perimeter.

For accessibility and regular use of the space, West Branch Township recommends adding a crushed gravel parking lot and entrance drive with access to County Rd 545 North. Safety bollards will be added to ensure no motor vehicles enter the pedestrian pathways in the park area.

Trails will be added to access the fields and courts on the property, along with trash cans, wayfinding signage, benches and picnic tables throughout the space. Finally, the Township plans to develop two ADA compliant and gender-neutral vault toilets near the township hall, with access pathways connecting the restrooms to the new parking lot, existing pavilion and existing path to the township hall.

Future development of the site will include an 18-hole disc golf course through the wooded area, development of an accessible river access dock, hiking trails and additional entrance for disc golf parking. Additionally, the township plans to build an all-inclusive playground in future years to encourage accessibility to all children within the community.

***III. Natural Resource Access and Protection:**

The 39-acre project site is on non-developed land that has been largely unutilized by the public since the township took ownership of the site in 1981. The adjacent 1-acre property on the northeast corner has been developed for the West Branch township hall and parking lot. The goal with the Meyland Park Recreation Area is to accommodate the recreation plans around the natural features of the site, for minimal disruption to the existing ecosystem. About one third of the land is a grassy area, which includes some small elevation changes throughout. The remaining two thirds of the property is wooded with the West Branch of the Chocolay River (aka Silver Lead River) cutting through the mixed deciduous forested area.

The proposed development within this MNRTF grant opportunity includes land preparation of existing greenspace for proper grading and drainage of soccer field, baseball field, multipurpose court (basketball and tennis/pickleball), parking lot and entrance drive development.

The remaining natural features of the property including river access and the wooded area will be maintained and enhanced to support recreation and greater access to fishing, swimming, kayaking, birdwatching, hiking, etc. Future development includes additions of established trails, signage, ADA accessible fishing dock and/or bridge, and establishment of a 18-hole disc golf course. These enhancements will be developed around the natural features and ecological areas wherever possible, and buffer areas will be established to ensure wildlife and native species protection and preservation.

Types of wildlife likely in the area include white-tailed deer, sandhill cranes, black bear, bald eagles, Canadian geese, coyote, ducks, and more. Fish known in the river include rainbow trout and brook trout. Prior to development, the township will seek advisement from nature conservation experts or a naturalist to support the natural ecosystem in the area.

IV. Other Information:

This project is regionally significant due to the lack of significant recreational opportunities directly in the community. This will bring residents and neighboring communities together through recreation, sports and other outdoor activities through use of this public space.

Additionally, the township is collaborating with surrounding areas on future recreational development opportunities, including Marquette County's Silver Lead Creek Greenway (SLCG) Project at KI Sawyer. The Silver Lead River/Creek waterway runs through both projects and the township and county are currently evaluating opportunities for connectivity like kayaking or canoeing, despite being approximately seven miles away. Additional opportunities for collaboration include environmental and recreational programming to take place as part of the SLCG project. Signage could be developed at the sites, linking the projects and also generating awareness of neighboring recreational opportunities in the county.

To rally the community around recreation and help them envision the project site, the Recreation Committee planned an inaugural Tailgate Fundraiser for the community. This event took place in September 2024 and included yard games, soccer, disc golf, food vendors, bucket raffles (donated items from local businesses), live music, craft fair, and bake sale. All proceeds and cash donations from the event totaled \$4,000. In addition, a suggestion box was prominently displayed along with a board for residents to "vote" by placing a sticker next to which recreational activities they'd like the township to include in the project. Additionally, postcards of the conceptual plan were set out on tables so that community members could review and share feedback via email or with a Recreation Committee member onsite. See Photos in attachments.

This event will be hosted annually to continue to raise awareness of the projects and generate additional donations for the recreation efforts.

Required Attachments for Development Projects

Instructions:

1. All required fields are marked with an *.
2. Attachments may be in **Word, PDF, JPG, XLS** or **GIF** format.
3. Save at least every 30 minutes to avoid losing data.
4. See the Michigan Natural Resources Trust Fund Application Guidelines [here](#) for guidance.
5. You may upload a cost breakdown in the required uploads page as supporting documentation.

Upload Attachments:

- Click the **Select** button and navigate to the file in your computer or network.
- Once selected, the file name will appear under the **Select** button.
- Click the **+** button to add a new upload area.
- Click the **–** button to remove an upload area or file.
- Click the **Save** button to apply the changes.
- **NOTE:** When the file is named to be uploaded, **DO NOT** leave any spaces, place a period between the words OR use any special characters, e.g. "/", in the document name. Attachments may be in **Word, PDF, JPG, XLS** or **GIF** format.

All location maps, site development plans, boundary maps, and other graphic information must be clear, legible, detailed, and appropriately labeled. Grants Management staff use these materials to help evaluate your application and to find and evaluate many of the sites. We must also photocopy many of the graphic materials in black-and-white; be sure that what you submit will photocopy legibly.

REQUIRED CONTENT FOR DEVELOPMENT APPLICATIONS

* Maintenance Plan:

TFMaintenancePlan.pdf

* Project Location Map(s):

MarquetteMIMap.png

ElevationMapWBTownship.png

SurfaceGeologyWBTownship.pdf

AerialMapWBTownship.png

* Site Development Plan:

ModifiedSitePlanMNRTF.png

* Boundary Map(s) delineating the legal boundaries of the park site(s) outlined in **red**; show easements in **green**:

BoundarySitePlan.pdf

BoundaryLinesWBTownship.png

* Photographs of the site - digital images, combine into one file:

West Branch Township Development Photos.pdf

West Branch Township Fundraiser Photos.pdf

* Certified Resolution: from the highest governing body:

MNRTFResolution032525.pdf

* Minutes of the Public Meeting held for public comment and to pass the resolution for the application:

Public_Comment_Updated4-23-25.pdf

* Copy Site Control Form and Deed (commitment letter to transfer property, *for development projects*)

WBSiteContactDeed.pdf

* Notice of Intent Form and copy of letter transmitting form to regional clearinghouse to the regional clearinghouse:

NoticeofIntentFormandLetter.pdf

ADDITIONAL INFORMATION FOR DEVELOPMENT APPLICATIONS:

Letter(s) of support:

Documentation of match commitment(s), (if required on the Section B form):

Skandia Lions Club Letter of Support - Signed.pdf

Universal Design Documentation:

SAIL Consultation - Disability Network of the U.P..pdf

Preliminary floor plans and elevation drawings for the proposed structures, if applicable

Correspondence regarding regulatory permitting issues, if applicable:

Expert documentation, to support the project:

Environmental Report, if applicable based on Property Checklist of application form:

Additional Information

Instructions:

1. Click **Save** to save changes.
2. See the Natural Resources Trust Fund Application Guidelines [here](#) for guidance.

Provide the information listed below, as applicable, and any other information you believe will give us a more complete understanding of your proposed project and assist us in evaluating your application.

- 1) Explain the circumstances under which you closed, sold, or transferred control of any parkland or recreation facilities within your park system.
- 2) List any parks within your system for which you have a "residents only" policy.
- 3) Discuss any health advisories for the water bodies accessed by your project. Describe how these advisories will affect the use of the site and your proposed facilities.

1) *The land was purchased by the township in 1981 for \$25,000. The property has remained primarily vacant, with the exception of the townhall and playground. In the deed, the previous owners asked that if the property would be used for recreational activities or a park, that the name would include their family name, Meyland - hence the Meyland Park name.*

2) *No parks are residents only, it is all open and accessible to the public.*

3) *There are no known health advisories for the body of water that runs through the property - the West Branch of the Chocolay River (aka Silver Lead River).*

APPENDIX H: NOTICE OF INTENT FOR RECREATION GRANT PROJECTS (FORM PR5750-2)



Michigan Department of Natural Resources – Grants Management

NOTICE OF INTENT FOR RECREATION GRANT PROJECTS

This information is requested by authority of Part 19, Act 451 of 1994, to be considered for a MNRTF grant.

1. Name of Project Meyland Park Recreation Area		2. Date 03/25/25
3a. Identity of the applicant agency, organization, or individual: West Branch Township, Marquette County		3b. Indicate below the representative of the applicant to contact for additional information regarding this notice: Name Kris Shaw
1016 County Rd 545 N		Address (Street/PO Box) 1016 County Rd 545 N
Skandia, MI 49885		City, State, ZIP Code Skandia, MI 49885
		Telephone 906-942-7400
4a. Agency from which assistance will be sought: <input checked="" type="checkbox"/> Michigan Department of Natural Resources		Name of Program: <input type="checkbox"/> Michigan Natural Resources Trust Fund
5. Estimated Cost: FEDERAL: _____ STATE: \$400,000 OTHER: _____ TOTAL: \$400,000		Public Law or USC#: Part 19 of Act 451 of 1994 6. Estimated date by which time the applicant expects to formally file an application: 7. Geographic location of the project to be assisted: (indicate specific location as well as city or county. Attach map if necessary). 40 acre site where West Branch Township Hall is located
8. Brief description of the proposed project. This will help the clearinghouse identify agencies of state or local government having plans, programs, or projects that might be affected by the proposed project:		
8a. Type of project: Development to create a recreation area within the township with a soccer field, baseball field, multi-purpose basketball and tennis court with designated entrance parking, walkways, and two vault toilets.		
8b. Purpose: To provide recreation opportunities to the residents and neighboring communities of West Branch Township.		
8c. General size or scale: Plans to develop fields, parking and restrooms first, with future plans to expand across full 40-acre site		
8d. Beneficiaries (persons or institutions benefited): West Branch Township residents, Marquette county residents, visitors, and general public.		
8e. Indicate the relationship of this project to plans, programs, and other activities of your agency and other agencies (attach separate sheet if necessary): Developed a 5-Year Recreation Plan for 2024-2028, attached with this document.		

PR5750-2 (Revised 12/06/2023)

West Branch Township

*1016 County Road 545 N
Skandia, MI 49885*

Kris Shaw – Supervisor

*Deena Barnhart – Clerk
Catherine Shaw – Treasurer*

*Laurie Beauchamp – Trustee
Matthew Barnhart – Trustee*

March 25, 2025

Central Upper Peninsula Planning and
Development Regional Commission
2950 College Ave,
Escanaba, MI 49829

To Whom It May Concern,

On behalf of West Branch Township, I would like to formally submit the Notice of Intent form (PR5750-2) for Recreation Grant Projects.

The Township is requesting \$400,000 in grant funds from the DNR's Michigan Natural Resources Trust Fund grant to support the development of the Meyland Park Recreation Area on the township's existing 39-acre property.

Enclosed is the township's 5-year recreation plan for 2024-2028 for your reference. Should you require any additional information about this project, please reach out to me at the township at wbtwp@tds.net or 906-942-7400.

Sincerely,



Kris Shaw
West Branch Township Supervisor

Enclosures: Notice of Intent Form (PR5750-2); West Branch Township 5-Year Recreation plan





March 19, 2025

Merrie Carlock
Recreation Grant Coordinator
Michigan Department of Natural Resources
P.O. Box 30028
Lansing, MI 48909

Dear Ms. Carlock,

I am writing to express my strong support for the DNR grant applications for the Meyland Park Recreation Area in West Branch Township, Marquette County, on behalf of the Skandia Lions Club.

As a small rural community in the Upper Peninsula, it is crucial for surrounding communities to collaborate and support each other as we serve our citizens and neighbors. The Skandia Lion's Club has supported many joint community events with West Branch Township, the volunteer fire department, businesses in the community and activities that are important to the community, for all ages and demographics.

As stewards of funding for important community projects, the Skandia Lions Club is proud to commit a total of \$6,400 in funding to support the recreation efforts of West Branch township for use executing the adopted 5-year recreation plan for the 2025 DNR grant cycle. This includes \$5,000 in funding as a grant donation and \$1,400 in proceeds from a pancake breakfast fundraiser we recently held.

We are looking forward to the addition of sports fields, so our youth have safe places to practice and play. These efforts will bring the community together through sports and recreation creating an environment that enables people to live, work and play within their community, while preserving this beautiful natural setting.

Sincerely,

A handwritten signature in blue ink that reads "Brandon Bray".

Brandon Bray
Skandia Lions Club President

West Branch Township
Marquette County, Michigan

**RESOLUTION OF AUTHORIZATION –
WEST BRANCH TOWNSHIP**

WHEREAS, the West Branch Township Board of Trustees supports the submission of an application titled "Meyland Park Recreation Area" for development of a community recreation area at the current West Branch Township Hall 40-acre site; and,

WHEREAS, the proposed application is supported by the Community's 5-Year Approved Parks and Recreation Plan; and,

WHEREAS, the park shall be named Meyland Park, as defined in the original property deed from 1981; and,

WHEREAS, West Branch Township is hereby making a financial commitment to the project in the amount of \$100,000 matching funds, in cash and/or force account; and,

WHEREAS, if the grant is awarded the applicant commits its local match and donated amounts from the following sources:

\$5,000	Skandia Lions Club	Donation
\$1,400	Skandia Lions Club	Pancake Breakfast Fundraiser
\$4,000	Community Donations	Sept 2024 Tailgate Fundraiser
\$50,000	Community Skilled Labor	Donation of labor – 1000 hours

NOW THEREFORE, BE IT RESOLVED that West Branch Township Board of Trustees hereby authorizes submission of a DNR Michigan Natural Resources Trust Fund Application for \$400,000 and further resolves to make available a local match through financial commitment and donation(s) of \$160,400 (28%) of a total \$560,400 project cost during the 2025-2026 fiscal year.

AYES: Deena, Catherine, Kris, Matt

NAYES:

ABSENT: Laurie

MOTION APPROVED.

I HEREBY CERTIFY, that the foregoing is a Resolution duly made and passed by West Branch Township of Marquette County at their regular meeting held on March 25, 2025 at 7p.m., with a quorum present.

Clerk: Deena Bauhaet

Dated: 3/25/2025

Existing Pavilion – built in 2000



Existing Entrance Drive



PROJECT SITE



FIELD DEVELOPMENT



Soccer field

Baseball Field

Vault Toilets

Basketball/Tennis
Court



FIELD DEVELOPMENT



OTHER AREAS ON SITE

Discgolf area in woods - future development



Potential Area for
future disc golf
entrance and
parking on County
Rd 545 North



River access through trees



2024 Tailgate Fundraiser

West Branch Township Hall

Tailgate PARTY

- MUSIC • PIE SALES • VENDORS • GAMES
- FOOD • BUCKET RAFFLE

SEPTEMBER 14, 2024

11:00am-4:00pm
West Branch Township Hall

Pie Sale from South County Fund Committee
starts @ 11:00am until gone

Music from Big Lake Acoustic from 1-3:00pm

Fundraiser for West Branch Township Recreation Areas



Community
Input on
Recreational
Activities and
Suggestion Box



Games and Recreational Activities



Local Vendors



Local Artists,
Skandia/West
Branch Township
Fire Department,
DeVooght's and
Sailor Taylor's
Coffee Company



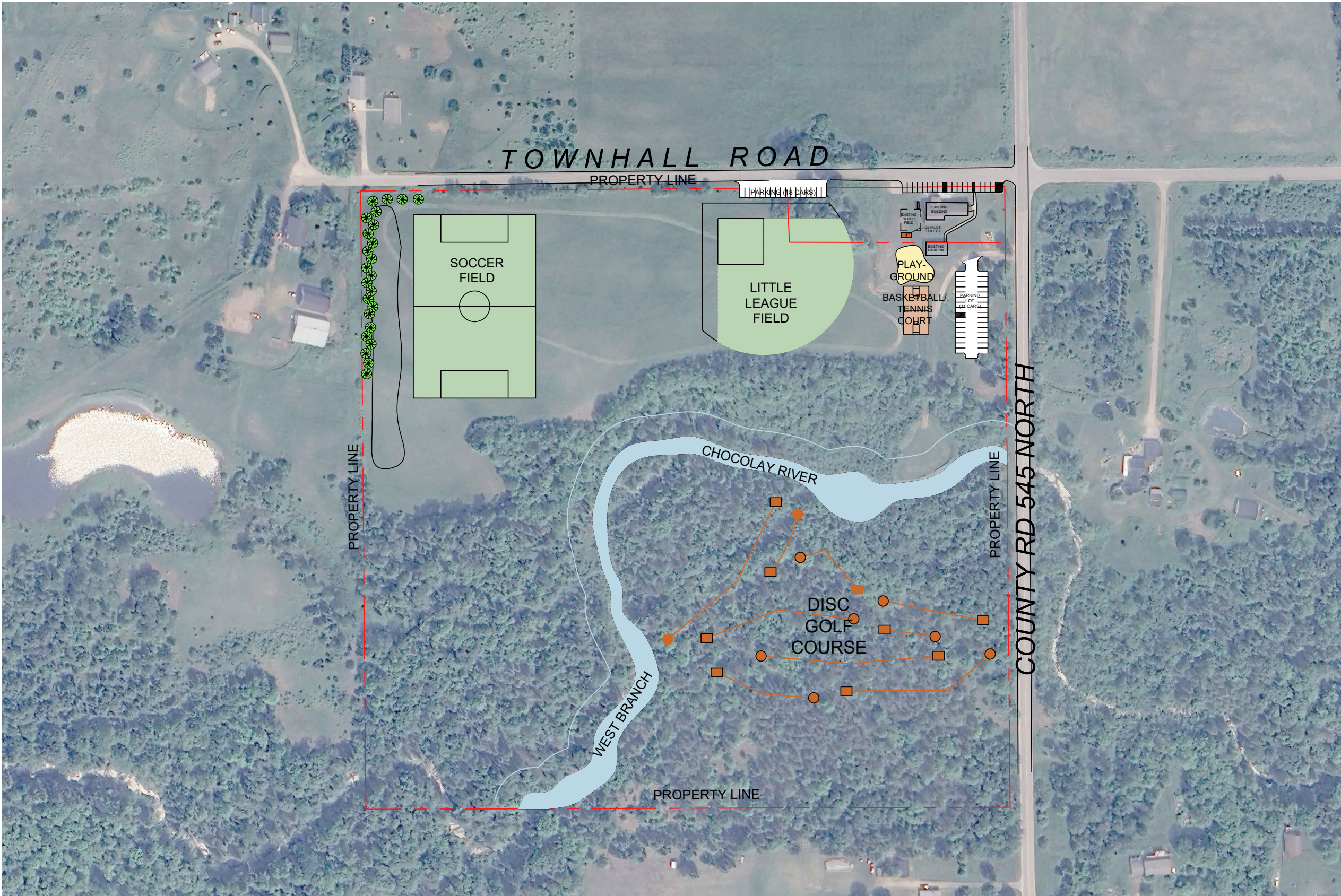
Big Lake Acoustic – Donated Live Performance to support Recreation Fundraiser



WEST BRANCH TOWNSHIP COMMUNITY RECREATION AREA

1016 COUNTY ROAD 545 N SKANDIA, MICHIGAN

SEPTEMBER 5th, 2024

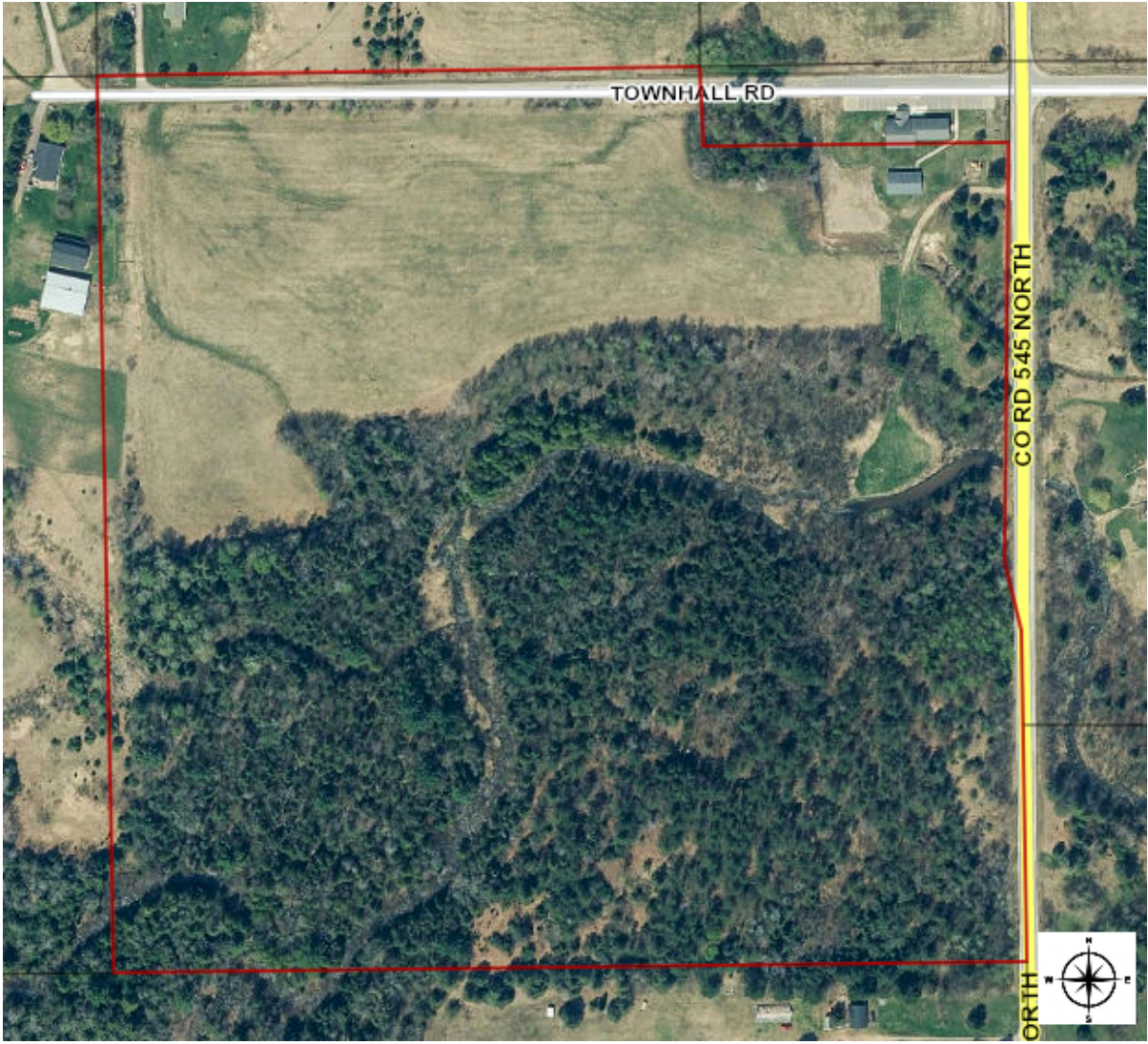


OVERALL- SITE PLAN

SCALE: 1" = 200'-0"(APPROX.)



COPYRIGHT © 2024 BY BARRY J. POLZIN ARCHITECTS INC.
ALL RIGHTS RESERVED.



West Branch Township

*1016 County Road 545 N
Skandia, MI 49885*

Kris Shaw – Supervisor

*Deena Barnhart – Clerk
Catherine Shaw – Treasurer*

*Laurie Beauchamp – Trustee
Matthew Barnhart – Trustee*

March 25, 2025

Maintenance Plan

Currently, West Branch Township contracts with a part-time maintenance person in the summer months to take care of the Township Hall property grounds, including lawn mowing, cleaning, building repairs, etc. West Branch Township also maintains cemetery grounds, a transfer station among other property owned by the township. Winter snow removal is contracted through Every Season U.P.

With the future recreation developments planned, West Branch Township is looking to invest in a full-time maintenance staff person, to maintain existing and future development of the grounds. This will include mowing, weed whacking, grading/raking fields, painting lines, snow plowing, removal of debris and garbage, building and site repairs, etc. This full-time staff will be responsible for future recreation development sites, including the proposed development within the 2025 DNR grant applications.

In a recent letter to all residents, the township included a notice to acquire this maintenance personnel (see enclosed letter). While an official job posting has not yet been filed, the township has the budget to hire this critical staff, in the general funds for the 2025-2026 fiscal year and intends to maintain the position for the foreseeable future.

Sincerely,



Kris Shaw
West Branch Township Supervisor

Enclosure: Letter to Residents 2025 Updates

West Branch Township

1016 County Road 545 N
Skandia, MI 49885

Kris Shaw - Supervisor

Deena Barnhart - Clerk
Catherine Shaw - Treasurer

Laurie Beauchamp - Trustee
Matthew Barnhart - Trustee

December 1, 2024

Dear West Branch Township Residents!

2025 transfer station passes will be available for purchase beginning December 1st, 2024. Passes will be in semi-annual increments only.

The cost:

Six months is \$55 (1 card)

Replacement and/or additional cards will no longer be sold for \$1.00. If you lose your card, you will be purchasing another prorated card to replace it. If you want more than one card for your household you will pay full price for each additional card. Please do not lose your card!

We are looking for a grounds-keeper and maintenance person for 2025 for our township hall and cemetery grounds. Responsibilities would include keeping the cemetery grounds and township hall grounds mowed, weed-wacked, clean of debris, along with some light handy man work at the townhall among other duties. Please call West Branch Township Hall @ 906-942-7400 for questions or more information.

West Branch Township is currently looking for 2 people for the Planning Commission and 1 person for Board of Review. This is a great opportunity to contribute to our community.

If you have any questions or concerns, please call 906-942-7400.



Natalie Chmiko <nataliechmiko@gmail.com>

Fwd: SAIL - West Branch Twp Request for ADA review

Raymond Johnson <rlnbaj@tds.net>
To: Nataliechmiko <Nataliechmiko@gmail.com>

Tue, Feb 18, 2025 at 6:25 PM

From: Susan <susana@upsail.org>
To: rlnbaj <rlnbaj@tds.net>
Cc: Julie <JulieS@upsail.org>
Date: Wednesday, 12 February 2025 1:25 PM EST
Subject: SAIL - West Branch Twp Request for ADA review

Dear Mr. Johnson,
Thank you for stopping into the SAIL office to inquire about an ADA review for a grant to the DNR that West Branch Township is writing.

SAIL provides support for grant applications in the form of a Design Review. This is a two-part document that consists of a table and a cover letter that summarizes our findings. In the Design Review Table, we evaluate applicable project elements in the design plans according to ADA Accessibility Standards.

I've attached a document that explains our design review process, including the fee that we charge for this service. Design Reviews are conducted and written by me or the other certified ADA Coordinator on staff at SAIL.

After you've had a chance to look over the attached document, please feel free to call me with any additional questions. Again, thank you for contacting SAIL. We would welcome the opportunity to provide support for your project.

Sue Anderson

Sue Anderson, ADAC (she/her)
Accessibility Consultant
Office Hours Tuesday through Thursday

SAIL, Disability Network of the U.P.
1025 West Washington Street, Suite 3
Marquette, MI 49855

susana@upsail.org
906-228-5744 (phone)

906-936-0913 (mobile)

906-228-5573 (fax)



Confidential: This electronic message and all contents contain information from Superior Alliance for Independent Living which may be privileged, confidential, or otherwise protected from disclosure. The information is intended to be for the addressee only. If you are not the addressee, any disclosure, copy, distribution or use of the contents of this message is prohibited. If you have received this electronic message in error, please notify us immediately by return email and delete the original message and all copies. Thank you.



20250121_Design Review Procedure & Fee Structure, revised.pdf

134K

SAIL – Accessibility Services Design Review Process & Fee Structure rev. January 2025



SAIL's Design Review process will evaluate design plans for projects as they are being developed and readied to submit to various grant programs, such as the Natural Resources Trust Fund and the Recreation Passport and MEDC Public Spaces Community Places programs. This process is intended to be interactive, informative, and will result in a written Design Review document that can be submitted as supporting material with a grant application. This fact sheet includes a general overview of the Design Review Process:

- *As soon as possible*, the grant applicant contacts SAIL's Accessibility Services Team by email or phone. This contact usually results in a brief, 15 minutes or so, phone conversation about the project—we ask questions, you ask questions.
- Grant applicant sends our team (usually by email) project plans, such as a preliminary site plan and any narrative that would be helpful.
- SAIL staff review the project plan documents to determine the plan elements for which there are ADA (Americans with Disabilities Act) or ABA (Architectural Barriers Act) standards, or Universal Design guidelines. There may be one or more follow-up phone calls to ask questions and get clarification as needed.
- SAIL prepares a Proposal for Services that includes the cost of completing a written Design Review (see the next bullet point below). Once the Proposal has been signed by both parties, work can proceed.
- The charge for this Design Review process is \$200-\$400, depending on the size and complexity of the project. There will be an additional fee for "rush requests." ***Because of high demand, SAIL can no longer offer first-time customers this service at no charge.***
- SAIL staff prepare a written Design Review, typically consisting of a Cover Letter and a Design Review Table. The Table includes each relevant project element, along with applicable accessibility standards and guidelines (including ADA, ABA, and Universal Design), and SAIL's recommendations.
- These documents are emailed to the grant applicant in PDF format, ready to be included as part of the supporting materials with the grant application.
- Finally, we encourage grant applicants to write SAIL into the project budget, so that after the project is funded and design and production plans are finalized, we can continue to work with your team through construction to make sure that the

finished product is as accessible as possible. A typical way to do this would be to write SAIL in for “up to 20 hours of consultation work” at \$100/hour. SAIL would only bill for the number of hours worked.

Other important info:

Our team is small (one full-time and one part-time staff member), and these tips can help the entire process run as positively and smoothly as possible for everyone.

1. For grant programs that have a specific application deadline, it is very important to contact SAIL as soon as possible and let us know that there will be a need for a design review as the deadline draws nearer. It may not be possible for us to complete Design Reviews on projects that come to us “out of the blue” within two weeks of a grant application deadline.
2. For grant programs that don’t have a specific application deadline, such as the MEDC/Patronicity grant, for your planning purposes please allow our team 2-4 weeks after we receive the signed Proposal for Services to complete a Design Review. While we will make every effort to get it done as soon as possible, the time frame will vary depending on our work load at the time of the request.
3. Regardless of which grant program you’re applying to, even if your design plan isn’t ready for review, please contact us as soon as you know you will likely have a project for us to review. This way we can be a bit more familiar with your project, as well as have an idea of how many total reviews we will be working on as a grant deadline approaches.
4. Complete design plans lead to better design reviews. The standards that we use are based on specific measurements (for example, a 36-inch-wide doorway, or a 6-foot-wide pathway). It is not possible to determine accessibility without adequate information.
5. Please call the Accessibility Services Team if you have questions or would like clarification on our Design Review process.

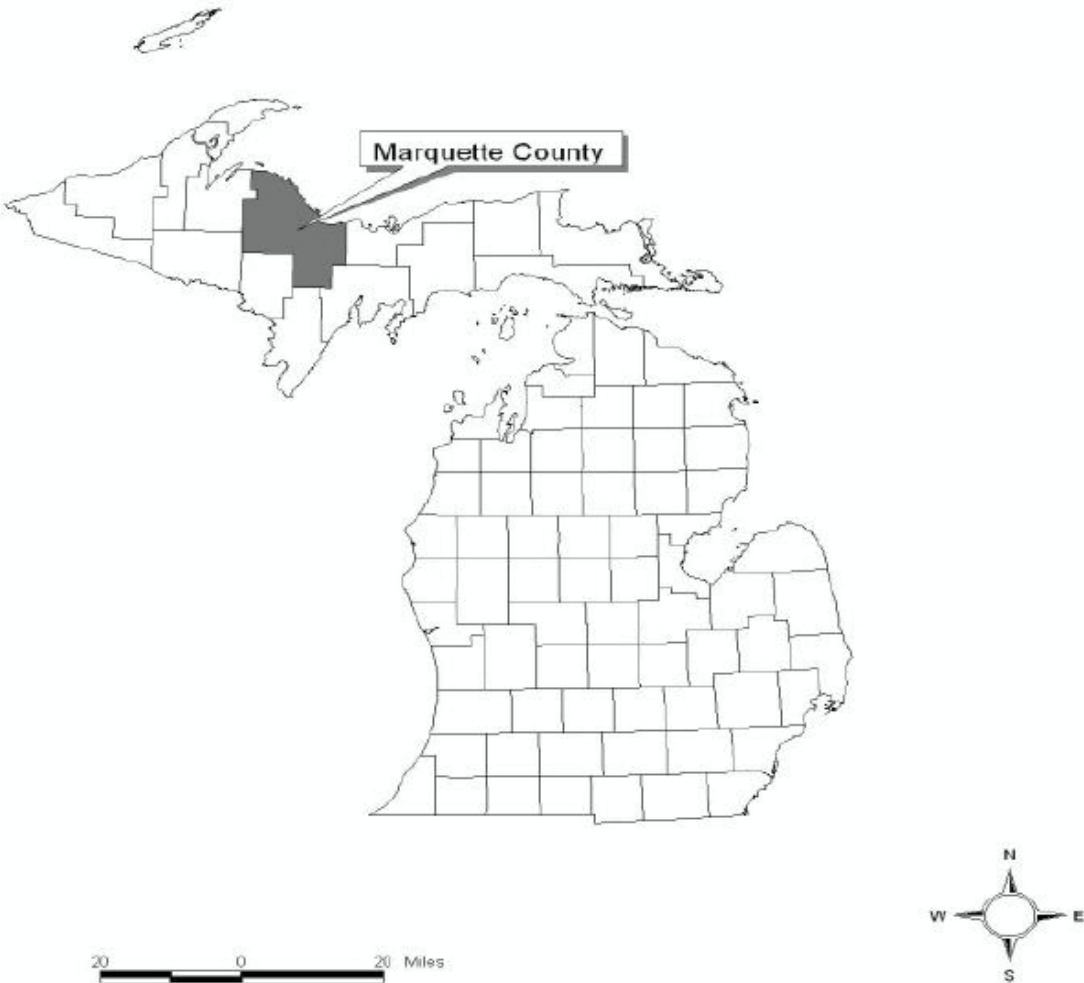
Jamie Glenn (she/her), ADAC
Accessibility Advocate
jamieg@upsail.org

Sue Anderson (she/her), ADAC
Accessibility Consultant
susana@upsail.org

Accessibility Services
SAIL, Disability Network of the U.P.
1025 W Washington Street, Suite C
Marquette, MI 49855
906-228-5744 (phone) 906-228-5573 (fax)



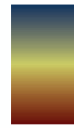
Figure 1 Marquette County Locator Map



MARQUETTE COUNTY, MICHIGAN
COUNTY ELEVATIONS

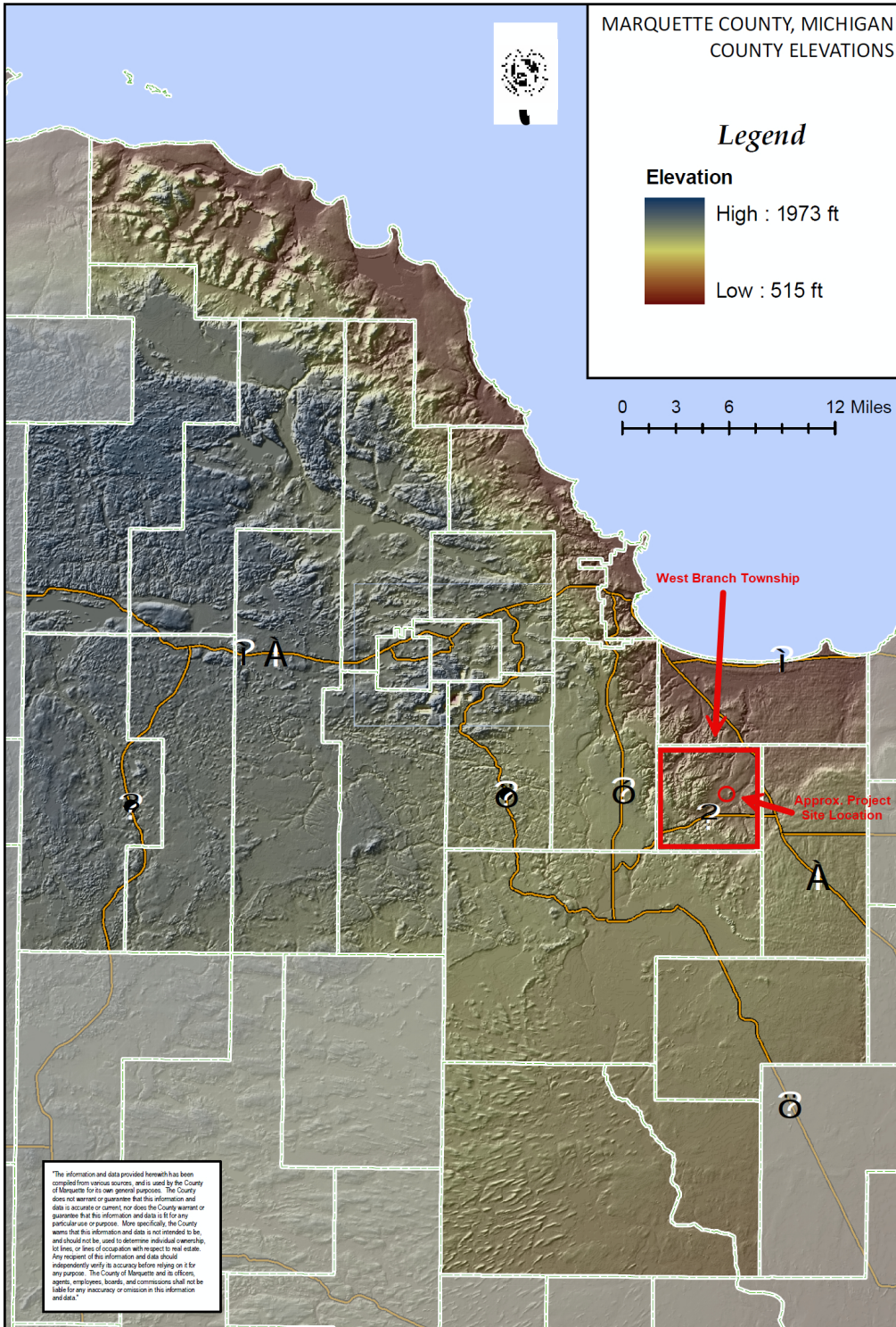
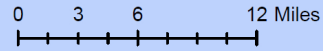
Legend

Elevation



High : 1973 ft

Low : 515 ft

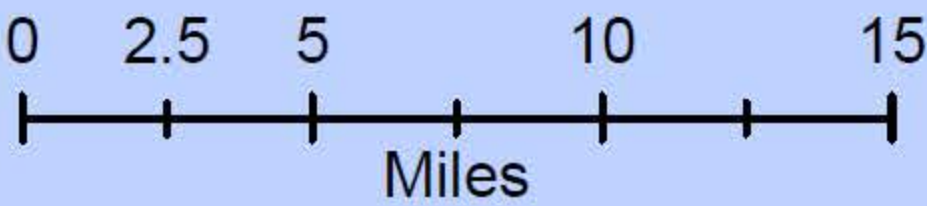


"The information and data provided hereafter has been compiled from various sources, and is used by the County of Marquette for its own general purposes. The County does not warrant or guarantee that this information and data is accurate or current, nor does the County warrant or guarantee that this information and data is fit for any particular use or purpose. More specifically, the County warns that this information and data is not intended to be, and should not be, used to determine individual ownership, lot lines, or lines of occupation with respect to real estate. Any request of this information and data should independently verify its accuracy before relying on it for any purpose. The County of Marquette and its officers, agents, employees, boards, and commissions shall not be liable for any inaccuracy or omission in this information and data."



MARQUETTE COUNTY, MICHIGAN
SURFACE GEOLOGY

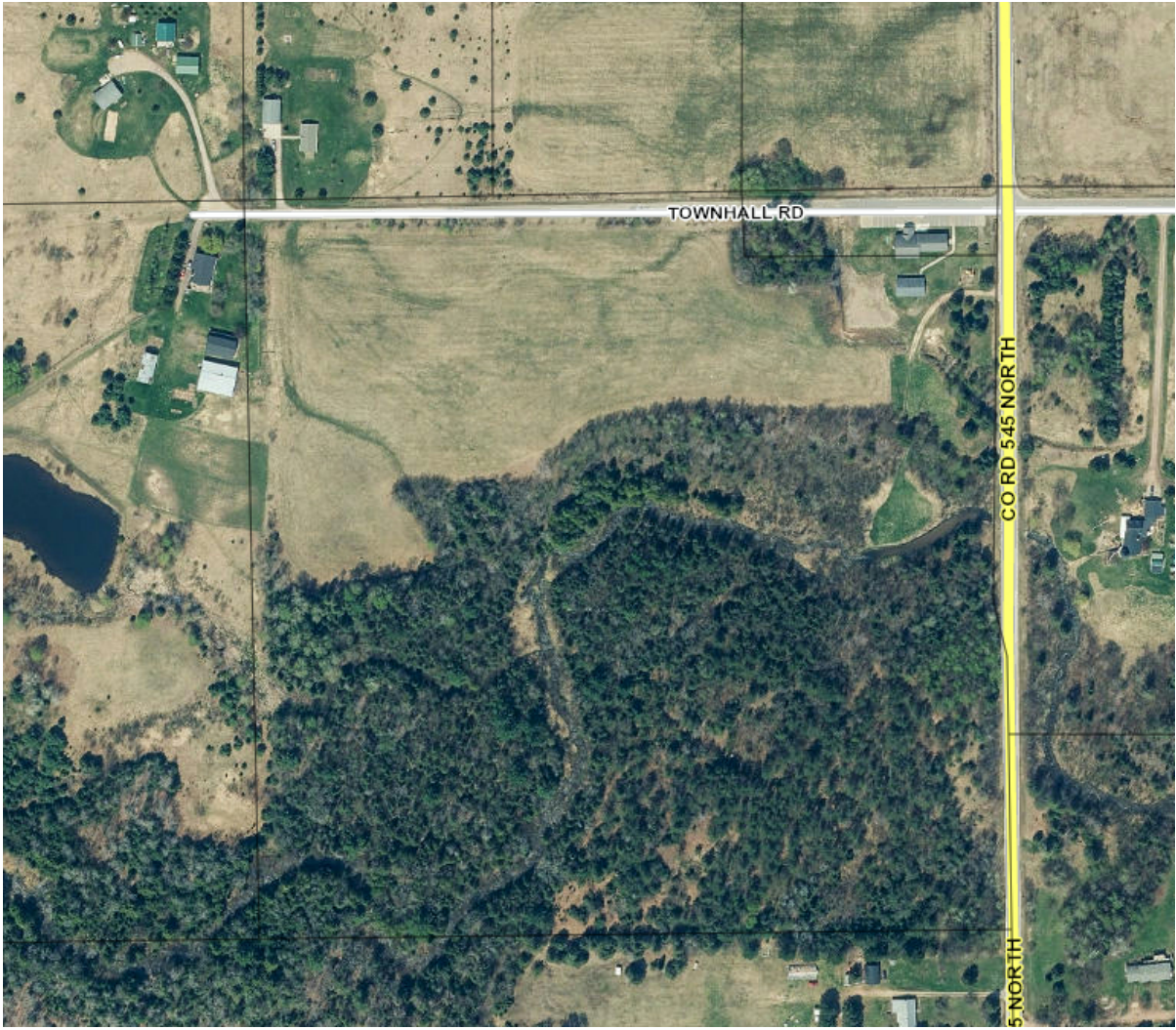
Surface Geology Type	Acres
Thin to discontinuous glacial till over bedrock	385305.6
Medium-textured glacial till	209297.0
Coarse-textured glacial till	191050.5
Glacial outwash sand and gravel and postglacial alluvium	172359.6
End moraines of coarse-textured till	104885.9
Peat and muck	77743.0
Lacustrine sand and gravel	24321.9
Water	17203.4
End moraines of medium-textured till	6782.1
Lacustrine clay and silt	6236.8
Postglacial alluvium	1139.3



West Branch Township



"The information and data provided herewith has been compiled from various sources, and is used by the County of Marquette for its own general purposes. The County does not warrant or guarantee that this information and data is accurate or current, nor does the County warrant or guarantee that this information and data is fit for any particular use or purpose. More specifically, the County warns that this information and data is not intended to be, and should not be, used to determine individual ownership, lot lines, or lines of occupation with respect to real estate. Any recipient of this information and data should independently verify its accuracy before relying on it for any purpose. The County of Marquette and its officers, agents, employees, boards, and commissions shall not be liable for any inaccuracy or omission in this information and data."



WEST BRANCH TOWNSHIP

1016 County Rd 545 N

Skandia, MI, 49885

PH# (906-942-7400)

www.theperfecttownship.com

RECREATIONAL PUBLIC HEARING & PLANNING COMMISSION MEETING

TUESDAY APRIL 16TH 2024 – 6:30PM Start time.

1. Call Meeting to Order.
2. Roll Call.
3. Approval of the Agenda
4. Public Comment
5. New Business
 - A. Public Hearing #041624-1.** Public Hearing & Potential Adoption of the updated West Branch Township Master Plan, 2024-2028.
 - B. Public Hearing #041624-2.** Public Hearing & Potential Adoption of the West Branch Township Recreation Plan, 2024-2028.
6. Unfinished Business.
7. Correspondence.
8. Reports.
9. Announcements.
10. Public Comment.
11. Adjournment.

RECREATION PLAN HEARING
APRIL 16, 2024 6:30PM

Meeting called to order by Chairperson Kris Shaw at 6:30pm.

Present: Vice Chair Ray Johnson, Secretary Michelle Christal, Nellie Turton, Jen Christal, Brandon Chmiko, Lions Club Representative Catherine Shaw, there were several community members and township board members present.

Absent: Chris Sudinsky

Agenda: A motion to approve the agenda was made by Ray Johnson and supported by Brandon Chmiko.

Public Comment: Jason McCarthy spoke about the other Townships he has been involved with and the jobs he has done, explained on how things will be done to get grants. Stated he is a grant writer and the future and intent to get grants and in kind services.

Kris thanked Jason for his work and he spoke on concerns and thanked him for his input.

New Business:

Public Hearing #041624-1. Public Hearing & Potential Adoption of the updated West Branch Township Master Plan, 2024-2028.

Public Hearing #041624-2. Public Hearing & Potential Adoption of the West Branch Township Recreation Plan, 2024-2028.

Gloria Urban asked if there was an environmental study Jason said no. Also is concerned on camping site says no supervision, she is opposed.

Greg Hardy spoke on his concerns and are in his letter on file. Kris spoke we have to have a plan in place before we can apply for grants also spoke on the things residents have asked about. We will be asking for input and for volunteers from our community. Ray spoke we did try to get people to come to community meeting, and we have to have a 5 year plan.

Julie Sanford spoke on campground horrors always problems.

Natasha Lantz thanked the committee for their time and work on project.

Jack Heidtman spoke there are grants for recreation, free money.

No grants for roads, spoke on parking.

Brent Haykoop appreciates us and the work that has been done.

Allison Heykoop interested in park and concerned on the noise from ball games and trash on grounds. Would like to see bike and walking trails.

Ray spoke on people and what they would like to see in our community, and lets give more to our area. Also said we have resources give it to the kids and community.

Charles DeVooght spoke on all of the kids signed up for baseball over 150 expects 300 this year. Would like to see soccer fields there are none in area for teams to play.

Scott Caldwell stated campground scares him but is all for playground.

Some residents asked if we would remove campground, board is willing to remove from plan.

Mark Krans asked if there was a timeline for grants. Jason stated April next year.

Motion to approve Recreation Plan with removal of campgrounds made by Ray supported by Kris. M/C

Motion to recommend to West Branch Board made by Ray supported by Michelle. M/C

Unfished Business: None.

Correspondence: All written correspondence is included within the minutes.

Adjournment: Motion to adjourn was made by Ray Johnson and supported by Brandon Chmiko.

Hearing adjourned.

Next meeting May 13th

CERTIFICATION

I hereby certify that the above is a true representation of the public hearing by the West Branch Township Recreation Committee at the time, date, and place specified above.



Kris Shaw

Board Chair

12 April, 2024

Greg Hardy
595 Town Hall Rd
Skandia, MI 49885

West Branch Township
ATTN: Recreation Plan Update
P.O. Box 56
Skandia, MI 49885

To Whom It May Concern:

Thank you for the opportunity to comment and offer input on the ***West Branch Township Recreation Plan | 2024-2028 (hereinafter "the Plan")***. I fully understand the importance of recreational opportunities in our community and appreciate the work the recreation committee has done to date. I offer the following comments and concerns for your consideration:

- (1) Page (1) of the Plan references 2020 US Census Bureau data. Relevant census data not listed includes:
 - The median age in the township is 40.6, meaning half of the township's population is younger than 40.6 and half is older.
 - The largest age group is 60-64 years old, comprising 139 members of the township's population.
 - The next largest age group is 20-24 years old, comprising 132 members of the population.
 - Age group 5-9 totals 86, 10-14 totals 90 and 15-19 totals 87, for a total of 263 or 15% of the township's total population.
 - In contrast, 18% of the township's population is greater than or equal to 65 years of age and 23.4% of the township's population is greater than or equal to 60.
 - Lastly 55.9% of the township's residents own homes in the township (home ownership rate).
- (2) It is reasonable to conclude that West Branch Township has a somewhat senior population, but a population age spread reasonably characteristic of Marquette County as a whole. It is also notable that nearly half (45.9%) of the residents are renting in the township. Given the census data as it stands, the question of how, given the Plan's primary focus stated on Page (1) of the Plan, recreational resources are to be allocated proportionally to the census data demographics. I would hope consideration is given to this concern.
- (3) Page (3) of the Plan addresses the accountability of the Township's Recreation Plan. It states, ***"The Township's Recreation Plan will be administered by the Township Board and reviewed annually to assure that its goals, objectives, and Action Program are focused on providing the highest and best recreational opportunities for the community. It is anticipated that this Recreation Plan will be reviewed and updated every five years, with the assistance of the Recreation Committee and Planning Commission."*** A mechanism for public input should be integral to this process in the future, just as it is now, and should be included in the assessment and review process in the future.
- (4) Consideration needs to be given to traffic flow and parking in the Plan. Parking is already a

problem with many events held at the township hall, with cars parked on both sides of Town Hall Road well past the township building. The road west of the Township Hall is narrow with nearly non-existent shoulders. This results in narrow passage suitable for one car at best. Use of Town Hall Road for parking is not a viable option (Reference **State of Michigan MCL 257.672 Stopping, parking or leaving vehicle upon paved or main traveled part of highway or upon paved or unpaved part of limited access highway; violation as civil infraction**). Additionally, Town Hall Road is a dead end without an area suitable for turning around at its end, this resulting in turn-around traffic at the dead end using residential driveways. This is disruptive to local residents. I would suggest that parking should be centralized at or near the Township Hall, effectively providing necessary additional parking for township activities as well as recreational activities in the future.

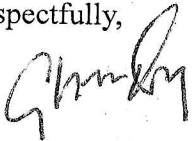
- (5) This also suggests that recreational ventures should be focused at or near the Township Hall.
- (6) Centralization of activities at or near the Township Hall would also be of benefit when considering future sanitary, concession and storage facilities necessary given the increased activities.
- (7) Consideration should be given to local residents when planning and implementing the Plan. This should include traffic, noise and infringements on private properties. If nothing more, consideration should be given to buffer distances from the area of an action program activity to an existing residential property. This is simply a courtesy to the township's taxpayers.
- (8) Are potential financial commitments in the future a concern? The Plan makes little mention of the process in this regard. What percent of township's budget is to be allocated to the Plan's implementation and future maintenance? Are there rough projections for the total cost of and subsequently the township's share of future projected action programs? As much as I enjoyed the "W" in the past, it would be a mistake to revisit the impact on the township's financial health resulting from that situation.
- (9) Given the inclusion of *"Begin land clearing for proposed improvements at the West Branch Township Hall/Park property, without the aid of grant funding."* in the *Action Program 2024* section of the Plan, questions of both financial and practical consideration arise. What is the proposed use of the area to be cleared and at what cost to the township? What considerations were given to the area proposed to be cleared? It appears from the *Action Program 2024* section that a baseball field is under consideration. Given the proximity of Skandia Township's existing field this seems to be a duplication of a resource already available.
- (10) The notion of primitive camping necessitates well defined and spacious buffer zones from private properties. It also suggests a well defined monitoring process by the township for obvious reasons including fire control and sanitation. Nature trails would seem to be more in line with the overall objectives of the Plan.
- (11) Mechanisms for representative public input are also critical in this process. The public input meeting held on March 4, 2024 was unknown to me. I receive the agendas and approved minutes from the township and saw no mention of the meeting. I also saw no mention of it on the website. I understand that it's not necessarily a meeting of the public body per se, however it is a meeting of consequence. The point being, if a representative public opinion is sought, a reliable and accessible mechanism for informing the public should be available. Tools such as the online survey program **Survey Monkey (surveymonkey.com)** provide the capability of listening to what people want by collecting responses using web links, email, or by embedding surveys and forms on your website.
- (12) Are there plans for recreational use of the township's two other properties? The *Future Considerations* section on pages 7-8 of the Plan address only projects on the township's 40 acre

parcel. The **Action Plan** section of the Plan also only addresses activities on the township's 40 acre parcel.

(13) For your reference, in reviewing the West Branch Township Recreation Plan | 2024-2028, I noted the following errata in the Final Draft – March 12, 2024 copy.

- **Page (1): Link for Michigan Department of Natural Resources Guidelines for the Development of Community Park, Recreation, Open Space, and Greenway Plans results in “Page Not Found” error.**
- **Page (1): Link for Michigan's Statewide Comprehensive Outdoor Recreation Plan (SCORP) results in “Page Not Found” error.**
- **Page (1): Link for the township's website is listed as www.theperfecttownship.org. This is incorrect. The correct URL is www.theperfecttownship.com. The website as of March 31, 2024 offers a link to the final draft document, however, the link is on the “Services” page, under “Township Hall”. For future reference, the Michigan Open Meetings Act 267 of 1976, section 15.265, paragraph (4) states in part, “The public notice on the website shall be included on either the homepage or on a separate web page dedicated to public notices for non-regularly scheduled public meetings and accessible via a prominent and conspicuous link on the website's homepage that clearly describes its purpose for public notification of those non-regularly scheduled public meetings.” I didn't see anything posted on the township's Facebook page.**

Respectfully,



Greg Hardy

**WEST BRANCH TOWNSHIP
PLANNING COMMISSION MEETING
PUBLIC HEARING**

APRIL 16TH 2024, 7:00PM

Meeting called to order by board member Kris Shaw at 7:30pm

Present: Kris Shaw, Secretary Nellie Turton, Ray Johnson

Absent: Chairperson Deena Barnhart, Wayne Theurer

Agenda: A motion to approve the agenda was made by Ray Johnson and supported by Nellie Turton. **M/C.**

Public comment: Jason McCarthy spoke about future for the Township and the Master Plan. Julie Sanford spoke up about the road conditions in the township and possible road mileage in the future.

New Business: A motion to adopt the Master Plan as presented was made by Ray Johnson and supported by Nellie Turton. **M/C**

Unfinished Business: Rezoning on Sawyer (Section 31)

Public comment: None

Adjournment at 7:48pm

CERTIFICATION

I hereby certify that the above is a true representation of the public hearing by the West Branch Township Recreation Committee at the time, date, and place specified above.

A handwritten signature in blue ink, appearing to read "Kris Shaw", is positioned above a horizontal line.

Signed by acting chairperson, Kris Shaw

WEST BRANCH TOWNSHIP
REGULAR MEETING

APRIL 16th, 2024 7:50PM

Members present included Supervisor Jack Heidtman, Clerk Michelle Christal, Treasurer Catherine Shaw, Trustee Kris Shaw, and Trustee Tim Overmyer. Clerk Michelle Christal was absent. Also present were Zoning Administrator Mike Beltz, Karla Hardy, Greg Hardy, Melissa Krans, Mark Krans, and Natasha Lantz.

AGENDA: A motion to approve the Agenda was made by Kris Shaw and supported by Catherine Shaw. M/C

PUBLIC COMMENT: Natasha Lantz spoke on happenings at the library. Karla Hardy asked about the township's webpage. Melissa Krans spoke on a possible millage for roads. Mark Krans state he feels there should be a millage proposal for roads. Discussion was held about millage and road repair,

MINUTES: A motion to approve the Regular Meeting Minutes as presented was made by Catherine Shaw and supported by Kris Shaw. M/C

JOB BILLS PAYABLE: A motion to approve the payment of the JOB Bills for year end 2023-2024 totaling \$10,601.87 and the April 2024 bills totaling \$30,047.35 was made by Jack Heidtman and supported by Catherine Shaw. M/C

JOB BUDGET REPORT: A motion to approve the JOB Budget year end and April 2024 as presented was made by Jack Heidtman and supported by Catherine Shaw. M/C

FINANCIAL REPORT: A motion to approve the Financial Report as presented was made by Kris Shaw and supported by Michelle Christal. M/C

BUDGET REPORT: A motion to approve the Budget with the addition of moving \$38.18 from Public Works to Zoning and 55.40 from Public Works to Cemetery Lights and to approve the 2024-2025 budget was made by Kris Shaw and supported by Michelle Christal. M/C

BILLS PAYABLE: A motion to pay the total bills totaling \$20,405.14 was made by Jack Heidtman and supported by Catherine Shaw. M/C

ZONING ADMINISTRATOR: Zoning Administrator Mike Beltz reported on his activities for the month.

ASSESSOR REPORT: Everything is up to date.

PLANNING COMMISSION: A motion to adopt the Master Plan was made by Kris Shaw and supported by Jack Heidtman. M/C
The next Planning Commission Meeting is in September.

RECREATION TEAM: A motion to adopt the Recreation Plan with the removal of camp ground was made by Kris Shaw and supported by Michelle Christal. M/C

JOINT OPERATIONS: Minutes are on file.

SOA: Tim Overmyer spoke on the SOA meeting and things that are happening at Sawyer.

CORRESPONDENCE: SEMCO franchise agreement is still with Bonnie Hoff.

OLD BUSINESS:

A: BUILDING CODES: Tabled until next month

B: FLOOD PLAN: Nothing needs to be done.

C: SEMCO: A hearing needs to be held.

NEW BUSINESS: Nothing at this time.

EXTENDED PUBLIC COMMENT: Ray Johnson spoke on the agreement with the County and Building Codes.

BOARD COMMENT: None.

Meeting adjourned at 8:50 pm


Submitted by Michelle Christal, Clerk

APPENDIX G: DOCUMENTATION OF SITE CONTACT (FORM PR5750-4)



Michigan Department of Natural Resources –Grants Management

DOCUMENTATION OF SITE-CONTROL FOR MICHIGAN NATURAL RESOURCES TRUST FUND GRANT APPLICATIONS (FOR DEVELOPMENT PROJECTS ONLY)

This information is required by authority of Part 19 of Act 451 of 1994, to be considered for a MNRTF grant.

1. SITE DESCRIPTION: Describe the project site (all areas to be developed) below and attach a legal description:
Northeast quarter of the northeast quarter of section 22, township 46 North of Range 24 West in Marquette County, MI, less 1 acre of the NE corner of said 40.

2. SITE CONTROL: Indicate the type of control the applicant has over the site. Refer to the MNRTF application guidelines booklet for guidance on control requirements for grant applications. If there is more than one type of control or multiple leases or easements covering the project area, please provide a separate form for each lease or easement included in the project area.

TYPE OF CONTROL	PORTION OF SITE	DOCUMENTATION ATTACHED
Fee Simple Title <input checked="" type="checkbox"/> Current <input type="checkbox"/> Proposed	<input checked="" type="checkbox"/> Entire Site <input type="checkbox"/> That portion of the site described below and as highlighted on a boundary map submitted with your application.	<input type="checkbox"/> For proposed fee simple title, a written commitment signed by landowner and the applicant to transfer ownership to applicant by a specific date. <input checked="" type="checkbox"/> Include Copy of the Deed (required for current ownership).
Less than Fee Simple Title <input type="checkbox"/> Current <input type="checkbox"/> Proposed	<input type="checkbox"/> Entire Site <input type="checkbox"/> That portion of the site described below and as highlighted on a boundary map submitted with your application.	<input type="checkbox"/> For proposed less than fee simple title, a written commitment signed by landowner and the applicant to transfer ownership to applicant by a specific date. <input type="checkbox"/> Other:
Lease <input type="checkbox"/> Current <input type="checkbox"/> Proposed	<input type="checkbox"/> Entire Site <input type="checkbox"/> That portion of the site described below and as highlighted on a boundary map submitted with your application.	<input type="checkbox"/> Copy of Current Lease. <input type="checkbox"/> Copy of Draft Lease. <input type="checkbox"/> Written commitment signed by landowner and applicant to enter into an unconditional lease for a specified timeframe. <input type="checkbox"/> Other:
Easement	<input type="checkbox"/> Entire Site <input type="checkbox"/> That portion of the site described below and as highlighted on a boundary map submitted with your application.	<input type="checkbox"/> Copy of Current Easement. <input type="checkbox"/> Copy of Draft Easement. <input type="checkbox"/> Written commitment signed by landowner and applicant to grant an unconditional easement. <input type="checkbox"/> Other:

3. LIMITATIONS, CONDITIONS OR ENCUMBRANCES:

a. For property owned or to be owned by the applicant, describe all easements or encumbrances.
None

b. For property to be controlled through other methods, describe any conditions or limitations in current or proposed leases, easements or use agreements, including restrictions on the applicant's use of the site or the rights to be reserved by the landowner, that may in any way impact the applicant's ability to complete the project in a timely manner and provide for public recreational use in perpetuity:

☒ No limitations, conditions, or encumbrances.

4. CERTIFICATION: (For projects on property owned in fee simple by the applicant, the form must be signed by the applicant's attorney or another local unit official capable of certifying that the information provided).

I hereby certify that the information provided above and attached is accurate to the best of my knowledge. I understand that site control is an application eligibility requirement and an evaluation factor.

NAME (Printed/Typed)

Kris Shaw

TITLE

Township Supervisor

SIGNATURE

Kris Shaw

DATE

03/25/25

Attorney's Ph#

1. Name and address of each person executing this instrument and of each Grantee is required.
2. State total consideration unless affidavit of value to be attached.
3. When conveyance is made to a Corporation or Partnership, draw a line through "his heirs" and insert "its successors".
4. Name and business address of person who drafted this instrument.
- Names of Witnesses, Notary Public; and persons executing this instrument must be printed, typewritten or stamped immediately beneath the signature of such person.

LIBER 339 PAGE 149

STATE OF MICHIGAN,) on August 20 1981
) ss. before me, a Notary Public, in and for said County, personally
 County of Marquette) appeared Anita E. Meyland
 to me known to be the same person described in and who executed
 the within instrument, who duly acknowledged the same to be her
 free act and deed.

Jill Cappoferri
 Jill Cappoferri Notary Public
 Marquette County, Michigan
 My commission expires:

JILL CAPPOFERRI
 Notary Public, Marquette County, MI
 My Commission Expires May 5, 1984

Signed, and Delivered in Presence of

John R. Suler
 John R. Suler

Jill Cappoferri
 Jill Cappoferri

MARQUETTE
 COUNTY

036239

STATE OF
 MICHIGAN

Dept. of
 Taxation

Aug. 28 '81



REAL ESTATE
 TRANSFER TAX

= 27.50

A.E.M.

Notary Commission Expires: May 5, 1984

WARRANTY DEED

(PHOTO-STAT)-SHORT FORM

Anita E. Meyland and
 Herbert J. Hoss and
 Charlotte Hoss

Township of West Branch
 Skandia, MI

REGISTER'S OFFICE.

COUNTY OF } ss.

This instrument was presented and received for
 record this _____ day of _____

at _____ A. D. 19 _____

at _____ o'clock _____ M., and

recorded in Liber _____ of Deeds,

on page _____ as a proper certificate

was furnished in compliance with Section 3531,

Compiled Laws of 1929, as amended by Act 261,

P. A. of 1931.

Register of Deeds.

Notarized:
Marvin Specter, atty
271 W. Washington St., Mpt.

DOUBLEDAY BROS. & CO., KALAMAZOO, MICHIGAN

Ellie Caproni - Delivered

RECORDED IN DEEDS

LIBER 339 PAGE 148

RECORDED Aug. 28, 1981
AT 10:45 CLOCK AM
LIVER 339 OF DEED 148-149
Paul A. Wykarens
REGISTER OF DEEDS
BA

WARRANTY DEED—SHORT—891 (REV. 1967)
(PHOTO COPY FORM) DOWLETT SHOS & CO., KALAMAZOO, MICH. SPACE ABOVE FOR REAL ESTATE TRANSFER STAMP

This Indenture, made August 14th, 1981
BETWEEN Anita E. Meyland, a Widow and Herbert J. Hess & Charlotte
Hess, husband and wife, of 606 Pine St., Marquette, MI and
132 Orchard Lane, DeKalb, Illinois

and Township of West Branch

of the first part,

of the second part,

whose address is Box 274, Skandia, Michigan

Witnesseth, That the said party of the first part, for and in consideration of ² Twenty-five Thousand (\$25,000.) Dollars

to him in hand paid by the said party of the second part, the receipt whereof is hereby confessed and acknowledged, does by these presents, grant, bargain, sell, remise, release, alien and confirm unto the said party of the second part, ³ his heirs and assigns, FOREVER, all that certain piece or parcel of land situate and being in the Township of West Branch County of Marquette and State of Michigan, and described as follows, to-wit:

The North-east Quarter (NE¹/₄) of the North-east Quarter (NE¹/₄) of Section Twenty-two (22), Township Forty-six (46) North of Range Twenty-four (24) West in Marquette County, Michigan, less one (1) acre of the Northeast (NE) corner of said Forty (40). Sold to the township on which to erect a town hall.

As a further consideration herein, the Grantee agrees to name any park and/or other recreational facility that may be situated on the above described land "Meyland Park" or such other suitable designation utilizing the family name "Meyland".

Together with all and singular the hereditaments and appurtenances thereunto belonging or in anywise appertaining: To Have and to Hold the said premises, as herein described, with the appurtenances, unto the said party of the second part and to ³ his heirs and assigns, FOREVER. And the said party of the first part, for himself, his heirs, executors and administrators, does covenant, grant, bargain and agree to and with the said party of the second part, ³ his heirs and assigns, that at the time of the delivery of these presents he is well seized of the above granted premises in fee simple; that they are free from all incumbrances whatever

and that he will, and his heirs, executors, and administrators shall Warrant and Defend the same against all lawful claims whatsoever,

When applicable, pronouns and relative words shall be read as plural, feminine or neuter.

In Witness Whereof, The said party of the first part has hereunto set his hand the day and year first above written.

Signed, and Delivered in Presence of

WITNESSES' AND NOTARIES PUBLIC

Carole J. Malone
Carole J. Malone

Kim Malone
Kim Malone

Anita E. Meyland
Anita E. Meyland

Herbert J. Hess
Herbert J. Hess

Charlotte Hess
Charlotte Hess

Treas. Cert. 38940

STATE OF MICHIGAN

COUNTY OF DeKalb

to me known to be the same person as described in and who executed the within instrument, who duly acknowledged the same to be their free act and deed.

August 14, 1981
before me, a Notary Public, in and for said County, personally appeared Herbert J. Hess and Charlotte Hess

4. Prepared by: Elsie Cardoni
Marquette County Courthouse
Baraga Avenue
Marquette, Michigan 49855

Carole J. Malone
Carole J. Malone
Notary Public
DeKalb
County, Michigan,
My commission expires March 26, 1983

SEE FOOT NOTES ON OTHER SIDE