

**GENOA CHARTER TOWNSHIP  
ELECTION COMMISSION  
FEBRUARY 20, 2012  
6:25 p.m.**

**AGENDA**

Call to Order:

Approval of Agenda:

1. Request for recommendation to the Township Board for approval of elections officials for the primary election as presented.

**GENOA CHARTER TOWNSHIP  
BOARD OF TRUSTEES  
REGULAR MEETING and PUBLIC HEARING  
FEBRUARY 20, 2012  
6:30 p.m.**

**AGENDA**

Call to Order:

Pledge of Allegiance:

Call to the Public:

**Approval of Consent Agenda:**

1. Payment of Bills.
2. Request to approve minutes: February 6 and February 8, 2012
3. Request for approval of elections officials for the primary as recommended by the Election Commission.

**Approval of Regular Agenda:**

4. Request for approval of special use application, impact assessment, sketch plan for proposed outdoor boat sales located at 7949 E. Grand River Brighton, Sec. 13, petitioned by Hide-Away Boat Sales.

Correspondence  
Member Discussion  
Adjournment

**GENOA TOWNSHIP ELECTION OFFICIALS**  
**February 28, 2012 (Presidential Primary Election)**  
Polly Skolarus (Clerk) & Susan Sitner (Deputy Clerk) 810-227-5225

**Pct. 1 Cleary University- 1075**

Ann Brennan, Co-Chair- R  
Kathy Wisser, Co- Chair- D  
Deborah Brennan – R  
Cheryl Frasheski - D

**Pct. 2 Three Fires School – 868**

Mary Burgener, Chair - D  
Diana Beach – R  
Mary Scheloske - D  
Richard Larson – R

**Pct. 3 Community Bible – 1708**

P.J.Sapienza, Co- Chair – D  
Don Binder, Co-Chair – D  
Steve Lizak – R  
Mike Gogolin - R

**Pct. 5 Chilson Hills – 1632**

Janet Adamski, Co- Chair –D  
Kathryn Shrayner Poppy, Co-Chair - R  
Clementine Billel – R  
Marie Guerriero – R  
Cynthia Duby - R

**Pct. 4 Church of the Nazarene – 1309**

Diane Goodall, Co-Chair –R  
Mary Lynn Bodalski, Co-Chair –R  
Carolyn Mahalak – R  
Connie Jones – D

**Pct. 6 Hornung Elementary – 2032**

Kristen Sapienza, Co-Chair –R  
Tammi Lindberg, Co-Chair –R\*  
Carol McGrath -D  
Miriam Kolinski -R  
Jane Clark – R

**Alternates/Trainees**

Terry Quattro

**Pct. 9 Cleary University- 2135**

Shawn Collins , Co-Chair- D  
Jennifer McCauley, Co-Chair –D  
Toni Rynicke - D  
Margaret Whithorn – R  
Kenneth Frasheski – D

**Pct. 10 Three Fires School – 1272**

Bob Assenmacher, Co- Chair –R  
Barb Lewis, Co-Chair – D  
Bonnie Steele – D  
Sally Larson - R

**Pct. 11 Community Bible – 641**

Ann Riggs, Co-Chair – D  
Cecelia McClure, Co-Chair – R  
Jean Lizak – R  
Lou Doucette - R

**Pct. 12 Chilson Hills –122**

Kelly Lollo, Chair - D  
Paul Sebastian – R  
Theodore Hysen – D

**Pct. 8 Church of the Nazarene – 1240**

Diane Assenmacher, Co-Chair –R  
William Despot, Co-Chair -D  
James Jensen - D  
Vic Watson -R

**Pct. 7 Hornung Elementary – 828**

Richard Bodalski, Co-Chair -R  
Donna Nelson, Co-Chair -R  
Tom Kolinski -R  
Janice Bhavsar -D

CHECK REGISTERS FOR TOWNSHIP BOARD MEETING

DATE : February 20, 2012

TOWNSHIP GENERAL EXPENSES: Thru February 20, 2012	\$390,009.69
February 17, 2012 Bi Weekly Payroll	\$69,244.34
OPERATING EXPENSES: Thru February 20, 2012	\$175,596.11
TOTAL:	<u>\$634,850.14</u>

<u>Check Number</u>	<u>Vendor No</u>	<u>Vendor Name</u>	<u>Check Date</u>	<u>Check Amount</u>
28210	USPS	United States Postal Service	01/31/2012	1,533.46
28211	Americ G	American General Life Insuranc	02/07/2012	290.00
28212	ARCHINAL	Michael Archinal	02/07/2012	62.24
28213	Clearwat	Clearwater Systems	02/07/2012	56.00
28214	CONTINEN	Continental Linen Service	02/07/2012	81.54
28215	CRAMPTON	Crampton Electric Co., Inc.	02/07/2012	1,022.87
28216	DTE LAKE	DTE Energy	02/07/2012	1,168.97
28217	Duncan	Duncan Disposal Systems	02/07/2012	76,194.40
28218	GANNETT	PRESS & ARGUS	02/07/2012	150.00
28219	LAKESIDE	Lakeside Service Company, Inc.	02/07/2012	86.00
28220	MASTER M	Master Media Supply	02/07/2012	302.04
28221	MI AS AS	Michigan Assessor's Assoc	02/07/2012	150.00
28222	Net serv	Network Services Group, L.L.C.	02/07/2012	45.00
28223	Perfect	Perfect Maintenance Cleaning	02/07/2012	778.00
28224	PFEFFER	Pfeffer, Hanniford, Palka	02/07/2012	3,750.00
28225	ROJEWSKI	Debra Rojewski	02/07/2012	50,000.00
28226	Sitnar	Susan Sitnar	02/07/2012	63.77
28227	TRI COUN	Tri County Cleaning Supply Inc	02/07/2012	94.31
28228	VanMarte	Kelly VanMarter	02/07/2012	300.00
28229	Administ	Total Administrative Services	02/17/2012	930.72
28230	Equitabl	Equivest Unit Annuity Lock Box	02/17/2012	905.00
28231	MISDU	Michigan State Disbursement Un	02/17/2012	207.13
28232	VION	Vion Holdings LLC	02/17/2012	76.12
28233	boss	Boss Engineering	02/09/2012	2,208.75
28234	COOPERST	Cooper's Turf Management LLC	02/09/2012	9,325.00
28235	ETNA SUP	Etna Supply Company	02/09/2012	1,979.34
28236	LAKESIDE	Lakeside Service Company, Inc.	02/09/2012	151.00
28237	Tetra Te	Tetra Tech Inc	02/09/2012	2,451.25
28238	Mancuso	Mancuso & Cameron, P.C.	02/09/2012	9,331.42
28239	MASTER M	Master Media Supply	02/09/2012	399.13
28240	Pinckney	Pinckney Door Sales	02/09/2012	540.00
28241	PRINTING	PRINTING SYSTEMS	02/09/2012	326.23
28242	GTFPPR	GenoaTwp-Fut Paths,Pks & Rec	02/14/2012	225,000.00
28243	MiTaxTri	Michigan Tax Tribunal	02/15/2012	50.00

**Report Total: 390,009.69**

Accounts Payable  
Computer Check Register

**Genoa Township**

2911 Dorr Road  
Brighton, MI 48116

(810) 227-5225

User: diane

Printed: 02/10/2012 - 12:35

Bank Account: 101CH

Check	Vendor No	Vendor Name	Date	Invoice No	Amount
28229	Administ	Total Administrative Services	02/17/2012		930.72
				Check 28229 Total:	930.72
10232	AETNA LI	Aetna Life Insurance & Annuity	02/17/2012		25.00
				Check 10232 Total:	25.00
10233	EFT-FED	EFT- Federal Payroll Tax	02/17/2012		6,591.99 2,574.30 3,800.11 888.76 888.76
				Check 10233 Total:	14,743.92
10234	EFT-PENS	EFT- Payroll Pens Ln Pyts	02/17/2012		1,333.93
				Check 10234 Total:	1,333.93
28230	Equitabl	Equivest Unit Annuity Lock Box	02/17/2012		905.00
				Check 28230 Total:	905.00
10235	FIRST NA	First National Bank	02/17/2012		300.00 2,695.00 44,412.02

Check 10235 Total: 47,407.02

28231 MISDU Michigan State Disbursement Un 02/17/2012  
FIPS 2616300 207.13

Check 28231 Total: 207.13

28232 VION Vion Holdings LLC 02/17/2012  
Feb 17, 12 pay 76.12

Check 28232 Total: 76.12

Report Total: 65,628.84

*1 check* 272846

*68367.30*

*EFT* 877.04  
*Taxes*

6924434

Accounts Payable  
Computer Check Register

**Genoa Township**

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2911 Dorr Road  
Brighton, MI 48116

(810) 227-5225

User: diane

Printed: 02/10/2012 - 13:08

Bank Account: 101CH

Check	Vendor No	Vendor Name	Date	Invoice No	Amount
10236	EFT-FED	EFT- Federal Payroll Tax	02/17/2012		411.54
					147.00
					217.00
					50.75
					50.75
					<hr/>
				Check 10236 Total:	877.04
					<hr/> <hr/>
				Report Total:	877.04
					<hr/> <hr/>

Township of Genoa  
User: diane

Payroll  
Computer Check Register

Printed: 02/10/12 13:01  
Batch: 604-02-2012

<u>Check No</u>	<u>Check Date</u>	<u>Employee Information</u>	<u>Amount</u>
11989	02/17/2012	VanMarter Kelly VanMarter	2,738.46
Total Number of Employees: 1			Total for Payroll Check Run: 2,738.46



**First National  
Direct Deposit  
FEBRUARY 17, 2012  
Bi-Weekly Payroll**

<u>Employee Name</u>	<u>Debit Amount</u>	<u>Credit Amount</u>
<b>Genoa Township</b>	<b>\$47,407.02</b>	
Aaron Korpela		\$1,009.43
Adam Van Tassell		\$1,101.72
Alex Chimpouras		\$1,913.47
Amy Ruthig		\$1,103.83
Angela Williams		\$0.00
Brian Bastian		\$0.00
Caitlin Nims		\$897.60
Carol Hanus		\$1,216.49
Craig Bunkoske		\$1,666.65
Daniel Schlack		\$1,184.50
Dave Estrada		\$1,358.85
David Miller		\$1,452.20
Deborah Rojewski		\$1,724.07
Dennis Smith		\$0.00
Diane Zerby		\$546.84
Duane Chatterson		\$1,582.35
Eric Hartman		\$0.00
Greg Tatara		\$2,657.66
James Aulette		\$1,303.65
Jeffrey Meyers		\$1,151.44
Jenifer Kern		\$572.70
Joe Szabelski		\$824.89
Judith Smith		\$1,197.79
Karen J. Saari		\$975.44
Kelly VanMarter		\$2,357.96
Kimberly MacLeod		\$883.19
Kristen Sapienza		\$461.15
Kyle Mitchell		\$867.60
Laura Mroczka		\$1,800.90
Martin Reich		\$1,580.59
Michael Archinal		\$2,924.35
Renee Gray		\$1,038.31
Richard Bigham		\$1,725.05
Robin Hunt		\$1,373.06
Scott Lowe		\$1,244.59
Steven Anderson		\$1,700.54
Susan Sitner		\$989.90
Tammy Lindberg		\$983.84
Tesha Humphriss		\$2,034.42
<b>Total Deposit</b>		<b><u><u>\$47,407.02</u></u></b>

**#595 PINE CREEK W/S FUND**  
**Payment of Bills**  
 January 31 through February 15, 2012

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
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no checks issued

**#504 DPW RESERVE FUND**  
**Payment of Bills**  
 January 31 through February 15, 2012

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
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no checks issued

**#503 DPW UTILITY FUND**  
**Payment of Bills**  
 January 31 through February 15, 2012

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
Check	02/01/2012	1980	Mott Community College/Livingston Ctr	Excel courses - Jenifer Kern	-380.00
Check	02/01/2012	1981	Shell Fleet Plus	Inv 065332306201	-2,877.71
Check	02/06/2012	1982	Clearwater Systems	Ticket #'s 794354 & 796184	-35.00
Check	02/06/2012	1983	FASTENAL COMPANY	Inv MIBRG63887	-36.73
Check	02/06/2012	1984	Press & Argus	Field Services Operator	-98.88
Check	02/06/2012	1985	USABlueBook	Inv 569957 & 571083	-234.02
Check	02/06/2012	1988	Absolute Auto Repair	Inv 75902	-181.29
Check	02/06/2012	1989	Applied Imaging	Inv 153715-1	-2,733.75
Check	02/06/2012	1990	Auto Zone	Numerous invoices - Jan 13/2012	-337.57
Check	02/06/2012	1991	NETWORK SERVICES	Inv 12389	-5,881.00
Check	02/06/2012	1992	Occupational Health Centers	Inv 708066121	-245.50
Check	02/06/2012	1995	PAETEC	Acct 2119355	-30.10
Check	02/06/2012	1996	Pfeffer-Hanniford-Palka	Inv GEN4172	-1,825.00
Check	02/06/2012	1997	Port City Communications, Inc.	Inv # 444402012012	-210.75
Check	02/06/2012	1998	Victory Lane Quick Oil Change	Inv 2297, 2298, 2318	-129.49
Check	02/08/2012	1999	Rick Bigham	Reimbursement of Prof. Devel. C.	-75.00
Check	02/08/2012	2000	LOWE'S	January 2012 statement	-1,285.88
Check	02/08/2012	2001	Red Wing Shoes Store	Footwear (Craig Bunkoske)	-200.00
Check	02/10/2012	2002	Tractor Supply Co.	January 2012 statement	-18.97
Check	02/10/2012	2003	GORDON FOOD SERVICE	January 2012 statement	-25.83
Check	02/14/2012	2004	Staples Credit Plan	office supplies	-73.25
Check	02/14/2012	2005	Chase Card Services	supplies	-1,849.10
Check	02/15/2012	2006	U.S. POSTMASTER	Oak Pointe Qtrly billing Nov-Jan 2	-316.12
Check	02/15/2012	2007	U.S. POSTMASTER	Deposit for return addressing sen	-30.00

Grand Total -19,110.94

**#593 LAKE EDGEWOOD W/S FUND****Payment of Bills**

January 31 through February 15, 2012

Type	Date	Num	Name	Memo	Amount
Check	02/08/2012	2102	Brighton Analytical L.L.C.	Numerous invoices Jan & Feb 2012	-344.00
Check	02/08/2012	2103	Cole-Parmer	Inv 8045449	-126.73
Check	02/08/2012	2104	GENOA TWP-DPW FUND	Maintenance/billing fees Jan 2012	-9,897.77
Check	02/08/2012	2105	DTE Energy	Service from Dec 30 - Jan 30, 12	-4,788.42
Check	02/08/2012	2106	DUBOIS-COOPER ASSOCIATES	Inv #'s 828281 & 0125123	-3,625.00
Check	02/08/2012	2107	GEOCORP, INC	Inv 00157052	-237.70
Check	02/08/2012	2108	GRUNDY ACE OF HOWELL	Inv 71034	-2.86
Check	02/08/2012	2109	NORTHWEST PIPE AND SUPPL	Inv #'s 113812 & 113831	-94.50
Check	02/08/2012	2110	PVS NOLWOOD CHEMICALS, I	Inv 358921, Credit Memo 101695	-877.00
Check	02/08/2012	2111	STATE OF MICHIGAN	Inv 741985 Groundwater permit fee	-3,650.00
Check	02/08/2012	2112	Tetra Tech Inc.	Inv #'s 50532853 & 50532880	-4,161.30
Check	02/08/2012	2113	UIS PROGRAMMABLE SERVICE	Inv 530338704	-16,000.00
Check	02/10/2012	2114	GORDON FOOD SERVICE	Customer# 980150001	-163.92
Grand Total					-43,969.20

**#592 OAK POINTE WATER/SEWER FUND****Payment of Bills**

January 31 through February 15, 2012

Type	Date	Num	Name	Memo	Amount
General Jc	02/08/2012	PHP11R	USA Bluebook	For CHK 2304 voided on 02/08/2012	-1,002.95
Check	02/08/2012	2291	Advance Auto Parts	Inv 8082201925040	-47.88
Check	02/08/2012	2292	BRIGHTON ANALYTICAL, LLC	Numerous January 2012 invoices	-402.00
Check	02/08/2012	2293	CONSUMERS ENERGY	Billing from 12/30/2011 - 1/30/2012	-660.41
Check	02/08/2012	2294	DTE ENERGY	Service from 12/28/2011 - 1/30/2012	-8,584.94
Check	02/08/2012	2295	EJ USA, Inc.	Inv 3451559	-561.65
Check	02/08/2012	2296	FASTENAL	Inv MIBRG64157	-15.84
Check	02/08/2012	2297	FONSON, INC.	Inv # 9885	-3,305.82
Check	02/08/2012	2298	GENOA TWP UTILITY FUND	Maintenance/Billing fees January 2012	-37,419.14
Check	02/08/2012	2299	G/O SEWER AUTHORITY	Reimburse GO for Tetra Tech inv (s/b OP)	-6,781.80
Check	02/08/2012	2300	LAB SAFETY SUPPLY, INC	Inv 1018427858	-30.21
Check	02/08/2012	2301	STATE OF MICHIGAN	Inv# 741995 Groundwater Permit	-3,650.00
Check	02/08/2012	2302	TETRA TECH, INC.	February 2012 invoices	-2,291.70
Check	02/08/2012	2303	UIS PROGRAMMABLE SERVICES	Inv 530338705	-46,942.00
Check	02/08/2012	2304	USA Bluebook	VOID: Inv # 544722 GJE, RGJE created c	0.00
Check	02/08/2012	2305	USA Bluebook	Inv #'s 572233 & 584587	-819.63
Grand Total					-112,515.97

**GENOA CHARTER TOWNSHIP**  
**Regular Meeting**  
**Feb. 6, 2012**

**MINUTES**

Supervisor McCririe called the regular meeting of the Genoa Charter Township Board to order at 6:30 p.m. The Pledge of Allegiance was then said. The following persons were present constituting a quorum for the transaction of business: Gary McCririe, Paulette Skolarus, Robin Hunt, Steve Wildman, Jim Mortensen, Todd Smith and Jean Ledford. Also present were Township Manager Michael Archinal and seven persons in the audience.

A Call to the Public was made with no response.

**Approval of Consent Agenda:**

Moved by Skolarus and supported by Mortensen to approve all items under the consent agenda changing the Sample Agreement for E.D.C. to reflect a pay date on or before March 15, 2012 and adding that expenditure to the budget for fiscal 2012/2013. The motion carried unanimously.

**1. Payment of Bills.**

**2. Request to approve minutes: January 17, 2012**

**3. Request for approval of the following employee contracts: Assessor, Deputy Assessor, Utility Director, Engineer and Planning Director as recommended by the Administrative Committee.**

**4. Request for approval regarding prepayment of Genoa- Ocoola Wastewater Treatment Plant Improvement Bonds, Series 2001.**

**5. Request for approval of the schedule of meetings thru December 2012.**

**6. Consider approval of an agreement with Livingston County Economic Development Council to provide economic development services.**

**Approval of Regular Agenda:**

Moved by Ledford and supported by Wildman to approve for action all items listed under the regular agenda. The motion carried unanimously.

**7. Request for approval of the 2012 System Labor and Equipment Percentage Allocation and the DPW budget ending March 31, 2013 as presented by the Utility Director.**

Note: Todd Smith left the meeting at 6:40 for a family emergency.

Moved by Skolarus and supported by Mortensen to approve System Labor and Equipment Percentage Allocation and the DPW Budget for the fiscal year ending March 31, 2013. The motion carried unanimously.

**8. Request for approval of the Township Utility Department wage schedule for the sewer and water operational staff.**

Moved by Ledford and supported by Wildman to approve the Township Utility Department wage schedule for the sewer and water operational staff with an effective date of Feb. 7, 2012. The motion carried unanimously.

**9. Request for approval to adopt the Genoa Charter Township Utility Department Professional Development Policy.**

Moved by Mortensen and supported by Wildman to adopt the Genoa Charter Township Professional Development Policy effective Feb. 7, 2012 as requested by Tatara. Further, that this policy be an addendum to the Township Personnel Policy specifically governing the Utility Department. The motion carried unanimously.

**10. General and Special Revenue fund budgets 2012 and 2013**

**A. Request for an amendment to Township budgets ending fiscal year March 31, 2012.**

Moved by Wildman and supported by Mortensen to approve the amendment as requested. The motion carried unanimously.

**B. Review of first draft of proposed Township budgets for the fiscal year ending March 31, 2013.**

The first draft of Township related Budgets was reviewed by the Board. No formal action was taken. A public hearing will be held on March 19, 2012 to allow for public response.

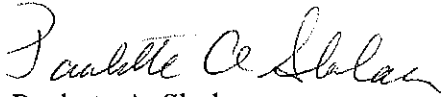
Correspondence was received from Bob Houston of Industrial Resin Recycling, Inc. asking for consideration with regard to their special use permit for outdoor storage. McCririe – We are pleased with the progress that has been made since our last meeting. The work completed is remarkable. A hearing is scheduled for March 16<sup>th</sup> and we are confident that these issues can be resolved and we look forward to that opportunity.

**11. Consider entering into a closed session to discuss the potential purchase or lease of real property.**

Moved by Hunt and supported by Wildman to move to closed session at 7:10 p.m. to discuss the purchase or lease of real estate. The motion carried by roll call vote as follows: Ayes – Ledford, Hunt, Wildman, Mortensen, Skolarus and McCririe. Nays – None. Absent – Smith.

GENOA CHARTER TOWNSHIP BOARD – Regular Meeting – Feb. 6, 2012

The closed session was adjourned at 8:05 p.m. and the regular meeting of the Genoa charter Township Board was adjourned.

A handwritten signature in cursive script, appearing to read "Paulette A. Skolarus".

Paulette A. Skolarus  
Genoa Township Clerk

**GENOA CHARTER TOWNSHIP  
BOARD OF TRUSTEES/ HOWELL AREA SCHOOLS  
JOINT MEETING  
FEBRUARY 8, 2012**

**MINUTES**

Supervisor McCririe called the Special Meeting of the Genoa Charter Township Board to order at 7:00 p.m. at the Livingston County Road Commission Building located at 3577 Grand Oaks Drive, Howell, and MI. The Howell School Board convened concurrently. The Pledge of Allegiance was then said. The following board members were present constituting a quorum for the transaction of business: Gary McCririe, Steve Wildman, Robin Hunt, Todd Smith, Jean Ledford and Jim Mortensen. Also present were Township Manager Michael Archinal, Planning Director Kelly VanMarter and approximately 16 persons in the audience.

A Call to the Public was made with no response.

**Approval of Agenda: Moved by Wildman, supported by Mortensen to approve the agenda as presented. The motion carried unanimously.**

- 1. Discussion regarding the Latson Interchange Project and the purchase of property from Howell Area Schools to advance the construction of the interchange with and agreement related to same.**

McCririe stated that the board would continue discussion after the Howell School Board reconvenes from closed session. McCririe stated that the board members have the agreement before them, please review and if they have any questions, please discuss them at the time of the hearing of item #1.

Mortensen questioned what the Township's responsibility would be if the Howell School Board sold the property before the interchange is started. Supervisor McCririe stated that the agreement is for the conceptual PUD only and the fees are for preliminary not final engineering.

Moved by Smith and supported by Mortensen, to approve the Latson Interchange 1-96 agreement between the Howell school Boards and the Genoa Charter Township with final attorney approval and the correction of 12 inches to 12 feet in regards to the signage. The agreement includes 12 items with highlights as follows:

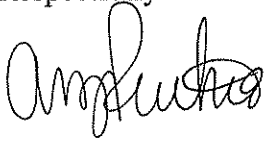
GENOA CHARTER TOWNSHIP – Special Meeting with Howell Schools and the Livingston County Road Commission – Feb. 8, 2012

- Genoa Township will pay \$315,000.00 for 5.95 acres on Latson Road
- The balance of the school property will be provided 22 REU's (residential equivalent users) for sewer and 20 REU's for water
- Five free REU's for sewer and seven REU's for water
- A joint preparation and petition for the future conceptual PUD plan
- Demolition of the school is agreed upon

The motion carried unanimously.

Moved by Smith, Supported by Wildman, to adjourn the meeting at 7:55 p.m. The motion carried unanimously.

Respectfully Submitted:



Amy Ruthig, Secretary





2911 Dorr Road  
Brighton, MI 48116  
810.227.5225  
810.227.3420 fax  
genoa.org

**TO: Township Board**  
**FROM: Michael Archinal, Township Manager**  
**DATE: February 17, 2012**  
**RE: Hide-Away Boat Sales Special Use Permit**

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Honorable Trustees,

I have reviewed the special use application, impact assessment and sketch plan for proposed outdoor boat sales located at 7949 E. Grand River Brighton. My review of the revised submittal was focused on compliance with the outstanding items discussed at the February 13<sup>th</sup>, 2012 Planning Commission meeting at which this item was approved. In regard to action on the aforementioned, I recommend the following:

**Recommendation of Special Use Permit:** I recommend approval of the Special Use with the following conditions:

- 1.) Approval by the Township Board of the impact assessment and sketch plan;
- 2.) Compliance with the Brighton Fire Department letter dated 12/21/11.

**Impact assessment (dated 2-14-12):** I recommend approval of the impact assessment.

**Sketch Plan (dated 2-15-12):** I recommend approval of the sketch plan with the following conditions:

- 1.) Approval by the Township Board of the special use permit and impact assessment.

Should you have any questions concerning this matter, please do not hesitate to contact me.

**SUPERVISOR**  
Gary T. McCririe

**CLERK**  
Paulette A. Skolarus

**TREASURER**  
Robin L. Hunt

**TRUSTEES**  
H. James Mortensen  
Jean W. Ledford  
Todd W. Smith  
Steven Wildman

**MANAGER**  
Michael C. Archinal

**GENOA TOWNSHIP  
APPLICATION FOR SKETCH PLAN REVIEW**

TO THE GENOA TOWNSHIP PLANNING COMMISSION AND TOWNSHIP BOARD

APPLICANT: HIDE-AWAY BOAT SALES / RICK VELLER

OWNER'S ADDRESS: 36290 JEFFERSON, HARRISON TWP, MI 48045

SITE ADDRESS: 7949 W. GRAND RIVER, BRILITON MI 48114

PARCEL NUMBER: 4711-13-400-025

PHONE: 586-405-1885

LOCATION AND BRIEF DESCRIPTION OF SITE:  
ON GRAND RIVER RIGHT NEXT TO WALDECKER GMC CAR  
DEalersHIP AND HENDERSON AUTO GLASS

THE PROPERTY IS OWNED BY: CELESTE MONTGOMERY LIVING TRUST

BRIEF STATEMENT OF PROPOSED USE:  
NEW BOAT SALES AND STORAGE AND TRADE-IN AUTO  
PRE-OWNED BOAT SALES

THE FOLLOWING BUILDINGS ARE PROPOSED:  
NONE WE WILL USE EXISTING BUILDING

I hereby certify that all information and data attached to and made part of this application is true and accurate to the best of my knowledge and belief.

BY: RICK VELLER

ADDRESS: 36290 JEFFERSON, HARRISON TWP, MI 48045

COPY OF DESINE INC ENGINEERS BLUE PRINT  
ARCHITECT OR ENGINEER'S SIGNATURE

[Signature]  
\*AGENT (acting for owner) SIGNATURE

\* A letter of Authorization from Property Owner is needed.

<b>Contact Information</b> - Review Letters and Correspondence shall be forwarded to the following:		
1) <u>RICK VELLER</u>	of <u>HIDEAWAY BOAT SALES</u>	at <u>(586) 469-2694</u>
Name	Business Affiliation	Fax No.

**REQUIRED SKETCH PLAN CONTENTS**

Each sketch plan submitted to the Township Planning Commission shall be in accordance with the provisions of the Zoning Ordinance. No sketch plan shall be considered until reviewed by the Zoning Administrator. The following information shall be included in the sketch plan submittal packet:

<b><u>SUBMITTED</u></b>	<b><u>NOT APPLICABLE</u></b>	<b><u>ITEM</u></b>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application form and fee: A completed application form and payment of the \$1,200.00 non-refundable application fee.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Scale: The sketch plan should be drawn at an engineers scale
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Proof of ownership.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Legal description of the property.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Property lines.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Existing and proposed buildings and parking lots with dimensions and setbacks.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Existing and proposed parking calculations.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Existing and proposed driveways.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Existing and proposed signs.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Existing and proposed landscaping illustrated on a plan and described in a plant list.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Layout of proposed changes to utilities.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Any proposed changes to grading, lighting, dumpsters, protected or landmark trees.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Architectural perspective or elevations of proposed changes to buildings.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Any other items requested by Township staff or the Planning Commission to assist in the review.

APPLICATION FOR SPECIAL LAND USE  
GENOA TOWNSHIP

APPLICANT NAME\* & ADDRESS: HIDE-AWAY BOAT SALES

OWNER NAME\* & ADDRESS: 36290 JEFFERSON, HARRISON TWP, MI 48045

SITE ADDRESS: 7949 W. GRAND RIVER PARCEL #(s): 4711-13-400-025

APPLICANT PHONE: 586 405-1885 OWNER PHONE: ( ) SAME

Location and brief description of site and surroundings:  
ON GRAND RIVER RIGHT NEXT TO WALDECKER GMC CAR  
DEALERSHIP AND HENDERSON AUTO GLASS

Proposed Use: NEW BOAT SALES AND STORAGE AND  
TRADE-IN AND PRE-OWNED BOAT SALES

Describe how your request meets the Zoning Ordinance General Review Standards (section 19.03):

a. Describe how the use will be compatible and in accordance with the goals, objectives, and policies of the Genoa Township Comprehensive Plan and subarea plans, and will promote the Statement of Purpose of the zoning district in which the use is proposed.

AREA IS ZONED 7.01.03 GENERAL COMMERCIAL  
DISTRICT AND BOAT SALES ARE IN ACCORDANCE

b. Describe how the use will be designed, constructed, operated, and maintained to be compatible with, and not significantly alter, the existing or intended character of the general vicinity.

RETAIL SALES OF BOATS THAT WILL CREATIVELY  
DISPLAYED NEXT DOOR TO ROWS OF CARS AND  
TRUCKS DISPLAYED AT WALDECKER GMC

c. How will the use be served adequately by essential public facilities and services such as highways, streets, police and fire protection, drainage structures, water and sewage facilities, refuse disposal and schools?

LIGHT TRAFFIC IN AND OUT OF PARKING LOT  
LOW VOLUME. TWO EMPLOYEES AT OFFICE ONLY

d. Will the use involve any uses, activities, processes, or materials potentially detrimental to the natural environment, public health, safety, or welfare by reason of excessive production of traffic, noise, vibration, smoke, fumes, odors, glare, or other such nuisance? If so, how will the impacts be mitigated?

MINIMAL SERVICE AT SITE, SERVICE WILL BE  
PROVIDED BY MOBILE SERVICE OR AT HARRISON TWP LOCATION.

e. Does the use have specific criteria as listed in the Zoning Ordinance (sections 3.03.02, 7.02.02, & 8.02.02)?  
If so, describe how the criteria are met.  
MEETS CRITERIA 7.02.02 C

I HEREBY CERTIFY THAT ALL INFORMATION AND DATA ATTACHED TO AND MADE PART OF THIS APPLICATION ARE TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE AND BELIEF. I AGREE TO DESIGN, CONSTRUCT AND OPERATE, AND MAINTAIN THESE PREMISES AND THE BUILDINGS, STRUCTURES, AND FACILITIES WHICH ARE GOVERNED BY THIS PERMIT IN ACCORDANCE WITH THE STATED REQUIREMENTS OF THE GENOA TOWNSHIP ZONING ORDINANCE, AND SUCH ADDITIONAL LIMITS AND SAFEGUARDS AS MAY BE MADE A PART OF THIS PERMIT.

THE UNDERSIGNED *[Signature]* STATES THAT THEY ARE THE FREE OWNER\* OF THE PROPERTY OF PROPERTIES DESCRIBED ABOVE AND MAKES APPLICATION FOR THIS SPECIAL LAND USE PERMIT.

BY: PRES. HIDE-AWAY BOAT SALES INC.

ADDRESS: 36290 JEFFERSON, HARRISON TWP. MI 48045

\*Submit a letter of Authorization from Property Owner if application is signed by Acting Agent.

<b>Contact Information</b> - Review Letters and Correspondence shall be forwarded to the following:		
1.) <u>RICK VEWLER</u>	of <u>HIDE-AWAY BOAT SALES</u>	at <u>(586) 469-2694</u>
Name	Business Affiliation	Fax No.

Note: This application must be accompanied by a site plan review application and the associated site plan review submittal requirements. (The Zoning Administrator may allow a less detailed sketch plan for a change in use.)

<b>FEE EXCEEDANCE AGREEMENT</b>	
As stated on the site plan review fee schedule, all site plans are allocated two (2) consultant reviews and one (1) Planning Commission meeting. If additional reviews or meetings are necessary, the applicant will be required to pay the actual incurred costs for the additional reviews. If applicable, additional review fee payment will be required concurrent with submittal to the Township Board. By signing below, applicant indicates agreement and full understanding of this policy.	
SIGNATURE: <u><i>[Signature]</i></u>	DATE: <u>12/13/11</u>
PRINT NAME: <u>RICK VEWLER</u>	PHONE: <u>586-405-1885</u>
ADDRESS: <u>36290 JEFFERSON, HARRISON TWP MI 48045</u>	

**GENOA CHARTER TOWNSHIP  
PLANNING COMMISSION  
PUBLIC HEARING  
FEBRUARY 13<sup>TH</sup>, 2012  
6:30 P.M.**

**MINUTES**

**CALL TO ORDER:** At 6:30 p.m., the meeting of the Genoa Township Planning Commission was called to order. Present constituting a quorum were James Mortensen, Chairman Doug Brown, Dean Tengle, Diana Lowe, and Barbara Figurski. Also present was Kelly VanMarter, Township Planner.

**PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was recited.

**APPROVAL OF AGENDA:** **Motion** by Barbara Figurski to approve the agenda as submitted. Support by Diana Lowe. **Motion carried unanimously.**

**CALL TO THE PUBLIC:** *(Note: The Board reserves the right to not begin new business after 10:00 p.m.)*

**OPEN PUBLIC HEARING # 1... Review of special use application, impact assessment, sketch plan for proposed outdoor boat sales located at 7949 E. Grand River Brighton, Sec. 13, petitioned by Hide-Away Boat Sales.**

Rick Velger of Hideaway Boat Sales, Chuck Volland of Hidaway Boat Sales, and Rich Kovanda of Architects made a presentation to the Planning Commission. They presented an updated site plan. There will be two parking spaces outside of the fenced area and two within. There will be a 20' long grassy strip upon which they will display boats. Trash and miscellaneous equipment will be housed in one storage shed and the other will be removed. There will be an area allocated for washing boats and minor repairs behind the building. There will be two display areas in front of the building. One will be slightly elevated. It will be on a limestone base. They believe they can accommodate six or seven boats in their two display areas in front of the building.

Kelly VanMarter discussed her review of the updated plan. She finds it much more satisfactory and believes most of her concerns have been addressed. The gravel parking area will require Planning Commission approval. This is a pre-existing condition and there are provisions in the ordinance that will allow this to be requirement to be waived. The petitioner has provided a buffer on the north property line. The screen wall along the south elevation and Hacker Road is in existence. The boat storage has been delineated in the drawings. The parking is adequate. The sidewalk and trees have been added to the drawing.

The petitioner explained what they intend to use for partitions to delineate the area where boats are being stored versus sold.

Mr. Mortensen asked about trash. The petitioner indicated they will be using a cart and the cart will be stored in the enclosed shed.

Mr. Mortensen indicates that the sentence indicating a maximum of seven boats w/ trailers may be displayed to the impact assessment to make it consistent with the site plan.

Chairman Brown asked about the calculations used to determine how many boats can fit in the boat yard. He is requesting that the petitioner provide numbers to show that 30 boats can be stored. The petitioner indicated that the maximum number that they could fit in the yard would be 70. So 30 could be easily accommodated with plenty of room to walk around them and look at them.

The petitioner indicated that they will be closing the gap at the gate and that it will be accomplished with a bollard.

Car soap is used to wash hulls of the boats. Acids will not be used. The hulls of the used boats will be cleaned at the customers' homes. The petitioner will add to the environmental statement that any harsh chemicals will not be used on premises.

The storage shed that will remain does not comply with the ordinance. Any changes to it must be approved by the Township.

John Mitter addressed the Planning Commission and asked if the display boats will be permitted to be displayed after hours. They will not.

The petitioner will do any water testing at a boat launch and not on the premises.

The petitioner indicated that the Planning Commission's concerns about the acid washing of boats and limit of 30 boats on premises are addressed in the impact assessment. The petitioner will submit further clarifications.

### **Planning Commission disposition of petition**

- A. Recommendation of Special Use Application.
- B. Recommendation of Impact Assessment 1-30-12.
- C. Recommendation of Sketch Plan dated 127-12.

**Motion** by James Mortensen that the Planning Commission recommend to the Township Board the granting of a special use permit to Hideaway Boat Sales for outside display of boats subject to:

1. Approval by the Township Board of the environmental impact assessment and site plan;
2. Compliance with the Brighton Fire Department letter dated 12/21/11.

This recommendation is made because the Planning Commission finds that the special use permit is consistent with the requirements of the zoning ordinance and is consistent with the master plan and existing surrounding uses to this site. Support by Barbara Figurski. **Motion carried unanimously.**

**Motion** by Barbara Figurski to approve the impact assessment dated 1/30/12 and revised from 1/26/12, subject to:

1. A maximum of seven boats and trailers shall be displayed;
2. No use of harsh chemicals on boats or hull washing.

This recommendation is contingent upon the approval by the Township Board of the special permit and site plan reviewed this evening by the Planning Commission. Support by James Mortensen. **Motion carried unanimously.**

**Motion** by James Mortensen to recommend to the Township Board approval of the site plan dated 1/27/12 subject to approval by the Township Board of the special use permit and environmental impact assessment recommended for approval by the Planning Commission. Support by Barbara Figurski. **Motion carried unanimously.**

**Administrative Business:**

- *Staff report. Kelly VanMarter reported that there is nothing scheduled at this time for the March meeting. The master plan update process should begin by the end of the month.*
- *Approval of January 9<sup>th</sup>, 2012 Planning Commission meeting minutes. **Motion** by Barbara Figurski to approve the January 9<sup>th</sup> meeting minutes. Support by Mike McManus. **Motion carried unanimously.***
- *Member Discussion*

Adjournment. **Motion** by Mike McManus. Support by Jim Mortensen. **Motion carried unanimously.** Meeting adjourned at 7:11 p.m.

Kristi Cox





February 8, 2012

2911 Dorr Road  
Brighton, MI 48116  
810.227.5225  
810.227.3420 fax  
genoa.org

Planning Commission  
Genoa Charter Township  
2911 Dorr Road  
Brighton, Michigan 48116

**Subject:** Special Use and Sketch Review #2: Hide-Away Boat Sales  
**Location:** 7949 W. Grand River - east side of Grand River, west of Hacker Road  
**Zoning:** GCD General Commercial District  
**Applicant:** Hide-Away Boat Sales / Rick Velger

Dear Planning Commission:

I have reviewed the revised sketch plan (dated 1/27/12) and Environmental Impact Assessment (dated 1/30/12) from Hide-Away boat sales requesting new and used boat sales with several outdoor display areas. The site has frontage on both Grand River Avenue and Hacker Road and is currently zoned General Commercial District (GCD). Boat sales require Special Land Use approval in the GCD district. I have reviewed the plan for planning, zoning and site design issues and defer to the Township Engineer for engineering issues.

**A. Summary of Issues**

1. The proposed use requires a recommendation to the Township Board regarding the Special Land Use.
2. The Planning Commission will need to approve the gravel storage and parking area.
3. The petitioner should clarify where the proposed service work will be performed.

**B. Proposal**

The applicant proposes to establish a boat sales business involving outdoor display and storage of new and used boats. The existing building will be used as a sales office. The proposed outdoor display areas are located west of the existing building and within a grass area north of the entrance drive. The fenced in storage area behind the existing building is proposed for parking and outside boat storage. Temporary or seasonal storage of third party or privately owned boats is not proposed.

**C. Special Land Use Review (General Standards)**

Section 19.03 of the Zoning Ordinance identifies the general review criteria for Special Land Use applications as follows.

1. **Master Plan.** The Master Plan and Future Land Use Map identify the subject site and adjacent properties to the north and south as General Commercial. The properties to the west

**SUPERVISOR**

Gary T. McCririe

**CLERK**

Paulette A. Skolarus

**TREASURER**

Rabin L. Hunt

**MANAGER**

Michael C. Archinal

**TRUSTEES**

H. James Mortensen

Jean W. Ledford

Todd W. Smith

Steven Wildman

are planned as office/research. The properties to the east are located in Brighton Township and are planned as medium density residential. The parcel immediately north of the site is an existing new and used car sales dealership (Champion GMC/Buick). The subject site is adjacent to other properties currently used, zoned and/or planned for similar uses. The proposed use and outdoor display/storage areas are consistent with the Master Plan designation as well as the intent of the GCD to accommodate businesses intended to serve the needs of the overall community.

2. **Compatibility.** The proposed boat sales and associated outdoor display/storage areas will be compatible with the existing and planned commercial uses for this area.
3. **Public Facilities and Services.** As an existing commercial development, the site is served by existing roadways, public facilities and services.
4. **Impacts.** As the principle use of the site has historically been niche retail, it is not anticipated that the proposed use would create any additional traffic, noise, or nuisance impacts.
5. **Mitigation.** The Township may suggest mitigation necessary to limit or alleviate any potential adverse impacts created by the special land use.

**D. Special Land Use Review (Specific Use Standards)**

Section 7.02.02(c) identifies the specific use standards for new and used boat sales as follows.

1. Sale space for used boats may only be carried on in conjunction with a regularly authorized new boat sales dealership on the same parcel of land.
2. All outdoor storage areas shall be paved with a permanent, durable and dustless surface and shall be graded and drained to dispose storm water without negatively impact adjacent property. The Township Board, following a recommendation of the Planning Commission and the Township Engineer, may approve a gravel surface for all or part of the display or storage area for low intensity activities, upon a finding that neighboring properties and the environment will not be negatively impacted.
3. No storage or display of shall be permitted in any landscape greenbelt area, provided the Township may permit a display pod within the greenbelt area where it is integrated into the landscape design.
4. The site shall include a building of at least five hundred (500) square feet of gross floor area for office use in conjunction with the use.
5. All loading and truck maneuvering shall be accommodated on-site.
6. All outdoor storage area property lines adjacent to a residential district shall provide a buffer zone A as described in Section 12.02. A buffer zone B shall be provided on all other sides. The Planning Commission may approve a six (6) foot high screen wall or fence, or a four (4) foot high landscaped berm as an alternative.

Standards 1, 3, 4, and 5 are met. Item 2 is an existing condition which given the low intensity of the proposed use should be sufficient. This deviation from the standard was approved by the

Planning Commission for the previous business in 1995. Contrary to the approved plans, the gravel area was expanded to encompass the entire fenced area and directly abuts the property line along both the north and side sides. At the last meeting, the Commission recommended that the applicant establish the required 20 foot buffer zone along the north property lines. The revised plans provide for the buffer.

In regard to item number 6, there is an existing brick screen wall along the south and east property lines. The screen wall was approved by the Planning Commission in 1995 in lieu of the buffer zone requirements for the previous business. This wall would continue to serve as an adequate screen for the proposed boat storage/display. A grassed buffer zone along the north property line has been provided. No additional landscaping is proposed within this area however I do not see much benefit in providing landscaped screening between two similar uses. The Planning Commission may consider site improvements be required in proportion to the extent of the expansion in use.

#### **E. Sketch Plan Review**

1. **General Sketch Plan:** The sketch plan identifies an area west of the existing building for the proposed outside display of a maximum of 5 boats with trailers. Two additional boats are proposed on a raised stone display area in the northwest corner of the lot. The area behind the building is proposed for outdoor storage. The site plan shows the front yard display areas delineated by portable traffic control apparatus.
2. **Parking and Circulation:** The ordinance required parking for a boat sales business is 1 space per 800 square feet of gross leasable floor area plus 2 spaces per each service bay. The building measures 1,137 square feet in area, therefore, 2 spaces plus one barrier free space shall be provided. The site plan provides 3 spaces plus one barrier free in compliance with requirements.
3. **Landscaping.** Section 12.02.01 requires that a 20 foot wide greenbelt be planted along the public right-of-way including the equivalent of 1 canopy tree, for every 40 linear feet of frontage. The site plan provides the required 3 trees along the Grand River frontage.

As noted above, an existing brick wall provides appropriate screening of the outdoor storage areas to the south, east, and west. The plans provide for the required 20-foot wide buffer zone along the north property line to achieve a partial upgrade to the current standards. The north property line remains deficient in the following components of the Buffer Zone "B" requirements:

- A 6-foot tall wall or 3-foot tall berm; and
- 1 canopy tree, 1 evergreen tree and 4 shrubs for each 30 linear feet.

Given the similar nature of the adjacent business, and the scope of the proposed project, strict application of this requirement at this time may be unnecessary.

4. **Pedestrian Circulation.** The plans show a proposed 5 foot wide concrete sidewalk. The sidewalk shall meet the requirements of Section 12.05.02.
5. **Exterior Lighting.** No exterior lighting is shown on the plan. Exterior lighting should comply with the requirements of Section 12.03

6. **Waste Receptacle.** The Impact Assessments indicates that a waste receptacle is unnecessary. All trash will be contained within a refuse container located in the small shed on the property.
7. **Signs.** No new signage is proposed. The existing sign will be utilized and the applicant indicates that a Sign Permit will be obtained to ensure compliance for any proposed signage on the site.
8. **Impact Assessment.** A revised Impact Assessment (dated 1/30/12) has been provided that states that the proposed outdoor display areas are not anticipated to create any adverse impacts upon the environment, public services, surrounding land uses public utilities or traffic. The proposed service work has been explained however it is unclear where it will occur on site. The petitioner should clarify the location where proposed service work will be performed.

Should you have any questions concerning this matter, please don't hesitate to contact me.

Sincerely,



Kelly VanMarter  
Planning Director

## **Amy Ruthig**

---

**From:** Tesha Humphriss  
**Sent:** Wednesday, February 08, 2012 9:34 AM  
**To:** Kelly VanMarter  
**Cc:** Amy Ruthig  
**Subject:** Hide-Away Boat Sales

Kelly,

Per your request I have reviewed the updated Impact Assessment and Site Plan for the Hide-Away Boat sales site. I continue to have no engineering concerns as outlined in my letter dated January 4, 2012. However, it should be noted that this site is connected to municipal sanitary sewer only; my previous letter stated they were connected to both sanitary sewer and water. They use a private well for their domestic water, and we meter this well to bill them for their sanitary sewer usage.

***Tesha L. Humphriss, P.E.***  
***Engineer***

***Genoa Charter Township***  
***2911 Dorr Road, Brighton, Michigan 48116***  
***Phone: (810) 227-5225, Fax: (810) 227-3420***  
***E-mail: [tesha@genoa.org](mailto:tesha@genoa.org), Url: [www.genoa.org](http://www.genoa.org)***



# Memorandum

2911 Dorr Road  
Brighton, MI 48116  
810.227.5225  
810.227.3420 fax  
genoa.org

To: Genoa Township Planning Commission Members

Date: January 4, 2012

Re: Hide-Away Boat Sales – Special Land Use

As requested, I have reviewed the above referenced special land use application dated December 14, 2011, prepared by Rick Velger. The site is located just south of the existing Waldecker car dealership, between Grand River and Hacker Roads. The petitioner is requesting special use for outdoor display and storage.

I have no engineering concerns with the proposed request, as outlined below:

#### Drainage and Grading

1. The petitioner is not proposing any grading changes or changes to the existing storm water management system; therefore no analysis of the impact to the existing drainage system is required.

#### Utilities

2. The existing building is connected to the municipal sanitary sewer and water.

#### Traffic

3. The addition of the outdoor display and storage area will not have a negative impact on the traffic at this site.

Please feel free to contact me at (810) 227 – 5225 with any questions or concerns.

Sincerely,

Tesha Humphriss, P.E.  
Genoa Township Engineer

#### **SUPERVISOR**

Gary T. McCririe

#### **CLERK**

Paulette A. Skolarus

#### **TREASURER**

Robin L. Hunt

#### **MANAGER**

Michael C. Archinal

#### **TRUSTEES**

H. James Mortensen

Jean W. Ledford

Todd W. Smith

Steven Wildman



# Brighton Area Fire Department

615 W. Grand River

Brighton, Michigan 48116

810-229-6640 Fax: 810-229-1619

February 6, 2012

Kelly VanMarter  
Genoa Township  
2911 Dorr Road  
Brighton, MI 48116

RE: Hide-Away Boat Sales  
7949 W. Grand River  
Site Plan Review

Dear Kelly:

The Brighton Area Fire Department has reviewed the above mentioned site plan. The fire department received a site assessment on February 3, 2012. The project is based on an existing 1 story 1,137 square foot building (business). The new business will have boat sales with some minimal outside storage. The plan review is based on the requirements of the International Fire Code (IFC) 2009 edition.

1. The building shall include the building address on the building. The address shall be a **minimum of 6"** high letters of contrasting colors and be clearly visible from the street. The location and size shall be verified prior to installation.

**IFC 505.1**

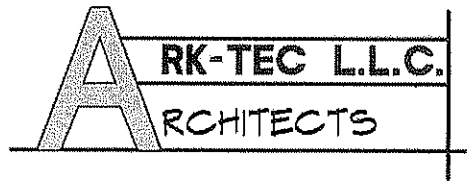
2. Access to outdoor storage area shall be maintained to provide proper access in an emergency.

Additional comments will be given during the building plan review process (specific to the building plans and occupancy). If you have any questions about the comments on this plan review please contact me at 810-229-6640.

Cordially,

A handwritten signature in black ink, appearing to read "M. Brian".

Michael D. Brian  
Fire Marshal



January 26, 2012

Ms. Kelly VanMarter, AICP  
Planning Director  
Genoa Township  
2911 Dorr Road  
Brighton, MI 48116

(Revised 2/14/12)

**RE:** Impact Assessment  
Hide-Away Boat Sales  
7949 W. Grand River Ave.  
Genoa Twp., Michigan

a. **Name and address of person responsible for preparation.**  
Rick Velger, 36290 Jefferson, Harrison Twp, MI 48045  
Mr. Velger is a 4<sup>th</sup> generation boat dealer/marina owner.

b. **Maps and written description/analysis of the project site.**  
Most of the existing site features will be used "as-is". A portion of the brick paver area in front of the 40' x 28' brick sales office will be used for parking and boat display (+/-4 boats). An existing grass area in the northwest will be raised with stone to provide a boat display (+/-2 boats). *There will be a maximum of 7 (seven) boats in the front yard display area.* The existing brick walls and chain link fences will remain. The 20' gate will remain open during normal business hours. Patrons will be able to park in the storage yard if necessary. The existing concrete apron will remain. The 17' x 12' wood shed will be removed. In the gravel yard, the 20' x 54' concrete slab and the existing 12' x 17' shed will remain. The existing gate on Hacker Road will also remain. The existing monument sign will be reused. A separate signage permit will be obtained per township guidelines prior to reuse.

c. **Impact on natural features.**  
Three new deciduous trees shall be planted along Grand River Avenue. A continuation of the concrete sidewalk will be installed on the grass along Grand River Avenue. The grass area on the northwest part of the site will become a stone berm approximately 2' high to display two boats. The existing planters will be cleaned and new annuals may be added. A row of pavers will be added adjacent to the raised boat display area. The 20' stretch of gravel along the north side of the site will be removed and a grass buffer will be installed. The existing gravel areas will be cleaned and re-graded. Dust control measures will be implemented as necessary and carried out in a timely manner.



- d. **Impact on stormwater management.**  
Soil erosion measures will be employed during construction of the new sidewalk and raised berm. All other ground cover is existing and to remain. Current drainage patterns are established and to remain.
- e. **Impact on surrounding land use.**  
Site will be used to sell a variety of new boats that will range in size up to 23' long. Some used boat sales will also take place (minimally). Petitioner wishes to display boats (19' to 23' length max.) in the front yard. The rear yard will be used for inventory of new boats (*30 boats maximum; arranged to allow plenty of vehicular, pedestrian and fire department access if necessary.*) and as an area to wash the boats and perform minor accessory installations. Currently there are commercial businesses to the north and south of the property, office/research to the west, and residential use to the east. Proposed boat sales use is consistent with previous and potential development patterns currently in place. There will be no anticipated increase in light, noise or air pollution generated.
- f. **Impact on public facilities.**  
Hours of operation will be approximately 10 a.m. to 8 p.m. 4 days a week and 12 noon to 4 or 5 p.m. on Saturday and Sunday. There will be an estimated 4 employees during the busiest times and an estimated maximum of 25 customers per day. No further impact on any public facility is anticipated.
- g. **Impact on public utilities.**  
Building uses an existing well for fresh water and existing sanitary sewers for waste water. No changes to these systems are anticipated. Drainage control has been established and is to remain. The majority of the site is grass, gravel, and stone pavers (all permeable surfaces) and is to remain. No new impact to these utilities is anticipated.
- h. **Storage and handling of any hazardous materials.**  
No hazardous materials will be placed on the site at any time. Daily trash will be removed and placed in a refuse container that will be kept in the small shed on the site; to be removed at a predetermined interval by a waste management company (mostly office trash/paper).
- i. **Impact on traffic and pedestrians.**  
The new concrete walk will aid in pedestrian travel across the side. Display areas will be placed on existing hard surface areas described on the drawings. Vehicular parking and circulation will be prohibited from these locations with

Ms. VanMarter  
January 26, 2012  
Page 3 of 3

temporary/movable traffic control (ropes and dock posts to maintain a nautical theme). Required parking areas have been established on the plan and conform to local ordinances. Parking signage will be placed to assist motorists. Three parking spaces and 1 barrier-free space have been added to the plan. During hours of operation, additional parking can be provided on the gravel surface in the storage area. The gates will remain open during business hours. Boats will be maneuvered on the site by garden tractor. Traffic will be allowed to enter from Hacker Road. However, deliveries will be instructed to use the Grand River Ave. approach. Boats will be delivered towed by an appropriate vehicle, not carried on a large truck. Boats will be unhitched and temporarily stored inside the fenced area. The concrete pad directly behind the building (east side) will serve as a location *to wash boats and engines with water and mild detergent (no acids of any kind or environmentally unfriendly products will be available on site to wash boat hulls or engines). Should those services be requested, that work will be performed at another site.* No part of the site will be used for seasonal boat storage.

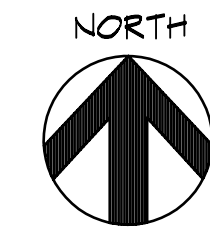
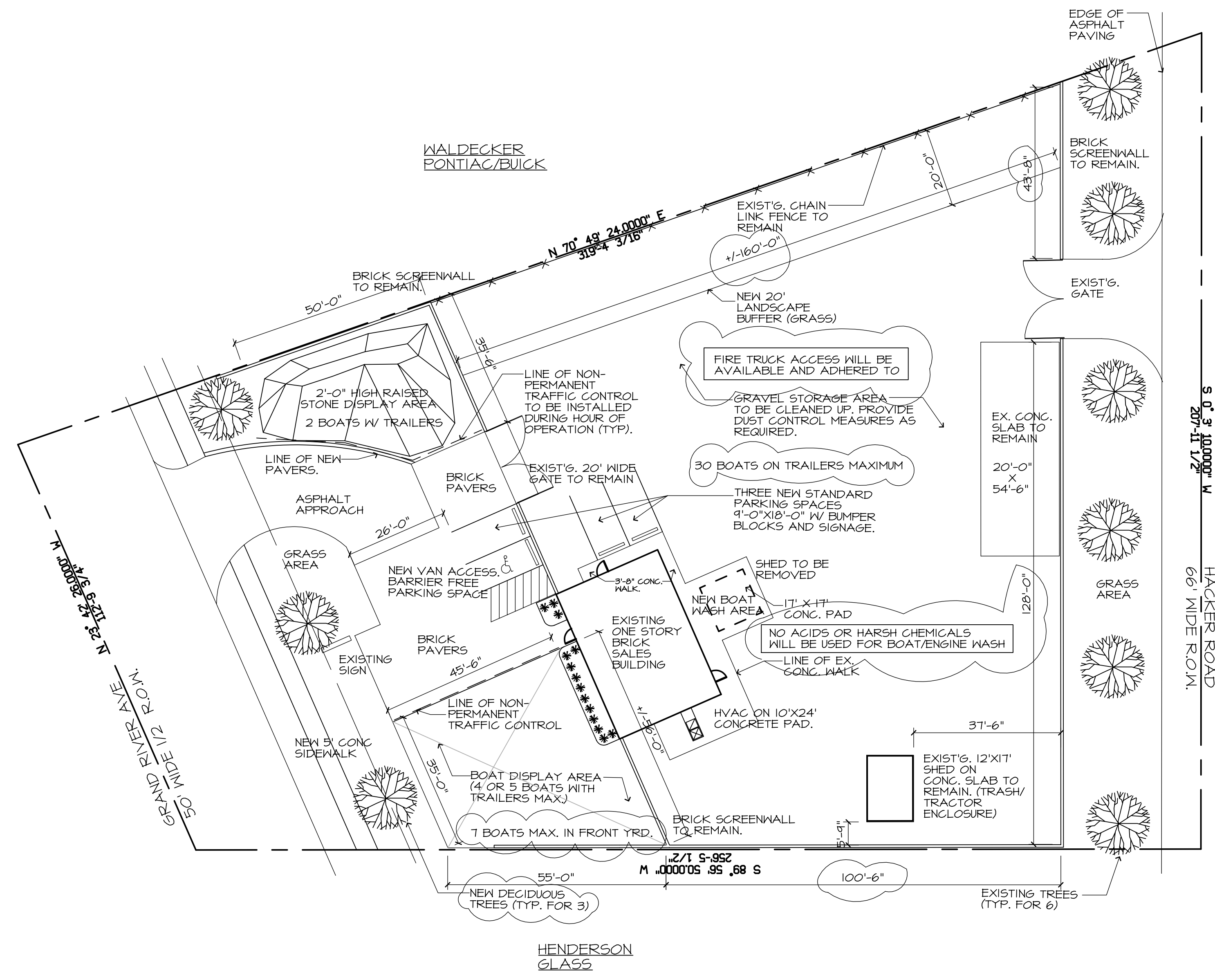
All service work to be performed on-site will consist of winterizations, oil changes and installations of boat covers, fish finders, GPS systems, and other accessories. All work to be executed using local mobile marine technicians.

j. **Special provisions:** not applicable.

If you have any questions, please don't hesitate to call me (248 925 7333).

Sincerely,

Richard R. Kovanda, RA  
Member, Ark-Tec, LLC



**SITE PLAN**  
SCALE: 1" = 20'

SITE PLAN FOR:  
**HIDE-AWAY BOAT SALES**  
7949 N. GRAND RIVER AVE. GENOA TOWNSHIP, MICHIGAN

DATE:  
  
ZONING  
2/14/12  
SUBMIT  
1/27/12  
REVIEW  
1/23/12

SHEET NO.  
**1**

RESIDENTIAL

HACKER ROAD  
60' WIDE ROW  
S 0° 3' 10.0000" W  
207.11 172'

WALDECKER  
FONTIAC/BUICK

HENDERSON  
GLASS

LAW OFFICES

**LOGEMAN,  
IAFRATE &  
LOGEMAN, P.C.**

Board Correspondence

2950 S. State Street, Suite 400  
Ann Arbor Commerce Bank Bldg.  
Ann Arbor, Michigan 48104  
(734) 994-0200  
(866) 992-0200 - Toll Free  
(734) 994-8830 Fax  
www.a2personalinjurylawyers.com

Robert E. Logeman • James A. Iafate • Adrienne D. Logeman

February 9, 2012

**GENOA TOWNSHIP**  
2911 Dorr Road  
Brighton, Michigan 48116

**RE: Merry Porter - NOTICE OF CLAIM**

Dear Sir or Madam:

My client, Merry Porter, was injured on December 21, 2011 while exiting a private driveway to the Advanced Behavioral Medicine building located at 2901 East Grand River Avenue, Genoa Township, Livingston County in Howell, Michigan. This is notice of a claim involving a motor vehicle accident which resulted from a sight obstruction from a pedestrian walkway bridge adjacent to the roadway. Enclosed is a copy of the police report giving you exact notice of location. The walkway is next to this private drive and caused a sight obstruction.

As a result of this accident, Merry Porter suffered pelvic fractures, abdominal injuries, traumatic brain injury, spleen removal, other miscellaneous orthopedic injuries and was inpatient at the University of Michigan Hospital for over a month. She also sustained other injuries that will be noted and detailed by her treating physicians through the course of her care and recovery.

Attached is a copy of the police report detailing the witnesses to the accident, including but not limited to:

- 1) Merry Porter
- 2) Steven Gerard George;
- 3) Livingston County Sheriff Officer A. Hart, Badge #521;
- 4) Tesha Humphriss, P.E.;
- 5) Mary and Viken Matossian - Advanced Behavioral Medicine.

Sincerely,

  
Adrienne D. Logeman

ADL/kj  
enclosure

Authority: 1949 PA 300, Sec.257.622  
Compliance: Required MSP UD-105  
Penalty: \$100 and/or 90 days (Rev. 11/2006)

External # 0006012  
Crash ID

Page 01 of 01  
Incident # 1105030 File Class S300-1

# STATE OF MICHIGAN TRAFFIC CRASH REPORT

ORI: MI 4714700	Department Name LIVINGSTON COUNTY SHERIFF'S OFFICE							
Crash Date 12/21/2011	Crash Time 22:50	No. of Units 02	Crash Type Angle	Special Circumstances <input type="checkbox"/> School Bus <input checked="" type="checkbox"/> None <input type="checkbox"/> Deer <input type="checkbox"/> Fleeing Police	Special Checks <input type="checkbox"/> Fatal <input type="checkbox"/> Non-Traffic Area <input type="checkbox"/> DRV/Snowmobile			
County 47 - Livingston	Traffic Control Stop Sign	Relation to Roadway On Road	Special Study	Weather Rain	Area 10 - Non-freeway - Straight Roadway			
City/Twp 05 - Genoa Township	Construction Zone (if applicable) Type	Lane Closed	Activity	Light Dark - Unlighted	Road Condition Wet	Total Lanes 05	Speed Limit 55	Posted Yes

Prefix E	Road Name GRAND RIVER	Road Type AVE	Suffix	Divided Roadway
Distance 500 Feet W	Trafficway 01 - Not Physically Divided		Access Control 01 - No Access Control	
Prefix	Intersecting Road CHARANN	Road Type DR	Suffix	Divided Roadway

Unit Number 01	Unit Known Yes	State MI	Driver License Number P836599235610	Date of Birth (Age) 08/04/1946 (65)	License Type <input checked="" type="checkbox"/> Operator <input type="checkbox"/> Chauffeur <input type="checkbox"/> Moped	Endorsements <input type="checkbox"/> Cycle <input type="checkbox"/> Farm <input type="checkbox"/> Recreation	Sex F	Total Occupants 01	Hazardous Action 03 - FAILED TO YIELD	
Unit Type MV	Driver Information MERRY ESTHER PORTER 320 MYRTLE ST FLUSHING, MI 48433			Injury B	Position 01	Restraint 04	Hospital 8160			
Driver Condition <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/> 9 <input type="checkbox"/> 00				Interlock No	Ejected No	Trapped No	Airbag Deployed 1 - YES	Ambulance 1001		
Alcohol <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Refused <input type="checkbox"/> Not Offered				Test Results		Drugs <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Test Results		Citation Issued <input type="checkbox"/> Hazardous <input type="checkbox"/> Other
Vehicle Registration 4HEJ75	State MI	Insurance / Policy # UNKNOWN / UNKNOWN		Towed To/By OWNER DISCRETION/SPIRIT TOWING			Special Vehicles 0	Private Trailer Type 0	Vehicle Defect 0	
VIN 5Y2SP67089Z433667	Vehicle Description PONTIAC	Make PONTIAC	Model VIBE	Color BLUE	Year 2009	Vehicle Type 1 - PASSENGER CAR (PA)				
Location of Greatest Damage 7	First Impact 07	Extent of Damage 6	Drivesable No	Vehicle Direction S	Vehicle Use 1 - PRIVATE	Action Prior 02 - TURNING LEFT				
Sequence of Events First <input checked="" type="checkbox"/> 17 - Motor Vehicle In Transport										

Passenger Information	Date of Birth (Age)	Sex	Position	Restraint	Hospital
	Injury	Airbag Deployed	Ejected	Trapped	Ambulance
Passenger Information	Date of Birth (Age)	Sex	Position	Restraint	Hospital
	Injury	Airbag Deployed	Ejected	Trapped	Ambulance
Passenger Information	Date of Birth (Age)	Sex	Position	Restraint	Hospital
	Injury	Airbag Deployed	Ejected	Trapped	Ambulance
Passenger Information	Date of Birth (Age)	Sex	Position	Restraint	Hospital
	Injury	Airbag Deployed	Ejected	Trapped	Ambulance
Passenger Information	Date of Birth (Age)	Sex	Position	Restraint	Hospital
	Injury	Airbag Deployed	Ejected	Trapped	Ambulance

Carrier Information		Carrier Source	GVWR	ICCMC	USDOT	MPSO				
		Driver's CDL Type None	Endorsements <input type="checkbox"/> H <input type="checkbox"/> P <input type="checkbox"/> T <input checked="" type="checkbox"/> N <input type="checkbox"/> S <input type="checkbox"/> O <input type="checkbox"/> X	CDL Exempt <input type="checkbox"/> Farm <input type="checkbox"/> Other	CDL Restrictions <input type="checkbox"/> 28 <input type="checkbox"/> 29 <input type="checkbox"/> 30 <input type="checkbox"/> 35 <input type="checkbox"/> 36					
Interstate/Intrastate	Vehicle Type	Type & Axle Per Unit First	Second	Third	Fourth	Cargo Body Type	Medical Card	Hazardous Material <input type="checkbox"/> Placard <input type="checkbox"/> Cargo Split	ID #	Class #

Owner Information MERRY ESTHER PORTER 320 MYRTLE ST FLUSHING, MI 48433	Owner Information
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Person Advised of Damaged Traffic Control Contact Name: Contact Date: Contact Time:	Damaged Property Owner & Phone	Public
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Unit Number 02	Unit Known Yes	State MI	Driver License Number G620777275782	Date of Birth (Age) 10/11/1985 (46)	License Type Operator	Endorsements None	Sex M	DOB 01	Hazardous Action 00 - NONE
Unit Type MV	Driver Information STEVEN GERARD GOERGE 2899 RUSSELL DR HOWELL, MI 48843			(517) 546-7986	Injury C	Position 01	Restraint 04	Hospital B160	
Driver Condition 1 0 2 0 3 0 4 0 5 0 6 0 7 0 8 0 9 0 99				Seated No	Ejected No	Trapped No	Airbag Deployed 1 - YES	Ambulance 1001	
Alcohol Yes No Refused Not Offered Test Type Field PBT Breath Blood Urine				Drug Test Results Yes No Test Type Blood Urine				Citation Issued Hazardous Other	
Vehicle Registration BGK432D	State MI	Insurance / Policy # ALLSTATE / 906492122		Towed To/By OWNER DISCRETION/SPIRIT TOWING		Special Vehicles 0	Private Trailer Type 0	Vehicle Defect 0	
VIN 1GNDV23E95D113779	Vehicle Description CHEVROLET	Make VENTURE	Model TAN	Year 2005	Vehicle Type 2 - VAN/MOTOR HOME (VA)				
Location of Greatest Damage 1	First Impact 01	Extent of Damage 6	Driveable No	Vehicle Direction W	Vehicle Use 1 - PRIVATE	Action Prior 01 - GOING STRAIGHT AHEAD			
Sequence of Events First: 17 - Major Vehicle in Transport Second: Third: Fourth:									

PASSENGERS	Passenger Information										
	Date of Birth (Age)			Sex	Position	Restraint	Hospital				
	Injury		Airbag Deployed		Ejected	Trapped	Ambulance				
	Passenger Information										
	Date of Birth (Age)			Sex	Position	Restraint	Hospital				
	Injury		Airbag Deployed		Ejected	Trapped	Ambulance				
Passenger Information											
Date of Birth (Age)			Sex	Position	Restraint	Hospital					
Injury		Airbag Deployed		Ejected	Trapped	Ambulance					
Passenger Information											
Date of Birth (Age)			Sex	Position	Restraint	Hospital					
Injury		Airbag Deployed		Ejected	Trapped	Ambulance					

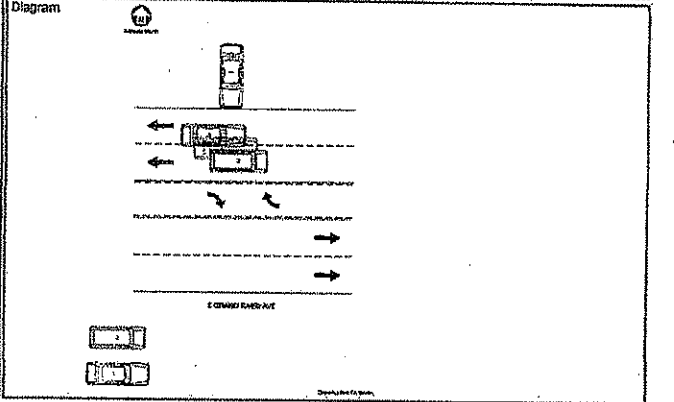
Carrier Information				Carrier Source GVWR	ICCMC	USDOT	MPSC
Driver's CDL Type None				Endorsements H O P Q T N S X		CDL Exempt Farm Other	CDL Restrictions 28 29 30 35 36
Interstate/Intrastate	Vehicle Type	Type & Axle Per Unit First Second Third Fourth		Cargo Body Type	Medical Card	Hazardous Material Placard Cargo Spill	ID # Class #

Owner Information STEVEN GERARD GOERGE 2899 RUSSELL DR HOWELL, MI 48843	(517) 546-7986	Owner Information
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Witness Information	Witness Information
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Investigated at Scene Yes	Reported Date (Time) 12/21/2011 23:28	1st Investigator Name (Badge) A. HART (521)	2nd Investigator Name (Badge)	Photos By
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**Narrative**  
Unit 1 was exiting the private driveway to the Advanced Behavioral Medicine building located at 2901 E Grand River Ave. Unit 1 made a left turn from the private drive and turned out in front of Unit 2 which was traveling west on Grand River. Unit 2 struck Unit 1 in the driver side door. The driver of Unit 1 needed to be extricated by EMS and fire personnel on scene. The drivers of Unit 1 and 2 were transported to U of M hospital to be treated for injuries sustained in the crash.



GENOA TOWNSHIP

FEB 06 2012

RECEIVED

February 6, 2012

Board of Trustees  
Genoa Township  
2911 Dorr Rd.  
Brighton, Mi. 48116

Dear Board of Trustees,

Please allow this letter to express our views on speed humps and/or privatization of our neighborhood roads. We are a group of homeowners in the Pine Creek Ridge Subdivision that are opposed to either plan.

As you know, there is a group of homeowners on a committee, as well as our Board of Directors, that are seeking approval to install speed humps in our neighborhood to slow down and discourage cut through traffic. As an alternative, they are starting to gather information on privatization of our roads to prevent cut through traffic.

These issues had already been explored by a previous board with the conclusion that there was not enough support of the homeowners for either plan. The homeowners that wanted speed humps did not want them in front of, or near their house. Also, please note, the Brighton Fire Dept. did not support them due to the increased response time in an emergency where sometimes every second counts. The privatization resulted in much opposition to the very high expense, not to mention the inconvenience of privatized roads.

This letter represents several home owners and, unfortunately, at this time we choose to be anonymous. We have to live close to the committee and board members and some of them have shown themselves to be quite spiteful if they are opposed. However, if they do get township approval, and go forward with either plan, we will seriously consider breaking our anonymity to possibly commence with a lawsuit against them.

Thank you for your consideration of our concerns.

Sincerely,  
Homeowners in Pine Creek Ridge



P.O. Box 397 ♦ Bath, MI 48808  
Ph 517-641-7377 ♦ Fax 517-641-7388  
[www.mi-wea.org](http://www.mi-wea.org)

February 1, 2012

Greg Tatara  
Genoa Township  
2911 Dorr Rd.  
Brighton, MI 48116-9498

Dear Greg,

Congratulations! On behalf of the MWEA Awards Committee, it is my pleasure to inform you that you have been selected to receive the **Public Utility Management Professional of the Year Award**. This award is given to a worthy individual who has demonstrated outstanding dedication to an employer and to the MWEA, has excelled in Public Utilities Management, and has publicly promoted the water environment profession. The award will be presented to you at the **Awards Luncheon on Tuesday, June 26<sup>th</sup>** as part of the *2012 MWEA Annual Conference* which will be held at Boyne Mountain Resort, June 24-27, 2012.

Attached is an information sheet that we would like you to fill out and email to the MWEA Office at [mwea@mi-wea.org](mailto:mwea@mi-wea.org) by May 1<sup>st</sup>. This will tell us a little more about yourself so that we can include it in the Awards Presentation. Also, please email a photograph of yourself for the Awards Presentation (JPEG file format).

We sincerely hope you will be able to attend the luncheon, if not all of the conference, to receive this well deserved honor and recognition by your peers. If you plan to attend the entire conference, registration materials will be mailed out in March and we ask that you register yourself at that time. You can also register online at [www.mi-wea.org](http://www.mi-wea.org) when registration becomes available.

Please RSVP to the MWEA Office by May 1<sup>st</sup>, 2012 to let us know if you are able to attend the Awards Luncheon. If you are unable to attend, we will forward the award to you following the conference.

Again, congratulations from the entire MWEA Board of Directors and all its members. If you have any questions, please feel free to contact me or Karlyn Wickham at the MWEA Office at 517-641-7377.

Sincerely,

Joe Keefe, Awards Committee Chair  
(734) 675-2190 email: [Joseph.keefe@unitedwater.com](mailto:Joseph.keefe@unitedwater.com)

**President**

Kari Saganski  
616-437-7356  
[ksaganski@synagro.com](mailto:ksaganski@synagro.com)

**President-Elect**

Dave Vago, P.E.  
734-947-9700  
[dvago@wadetrim.com](mailto:dvago@wadetrim.com)

**Vice President**

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[cmkosmowski@ci.battle-creek.mi.us](mailto:cmkosmowski@ci.battle-creek.mi.us)

**Past President**

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**Secretary-Treasurer**

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616-457-0720  
[wibrightt@cityofgrandville.com](mailto:wibrightt@cityofgrandville.com)

**Assist. Secretary-Treasurer**

Michelle LaRose, P.E.  
734-222-9690  
[michelle.larose@cardno.com](mailto:michelle.larose@cardno.com)

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[joseph.keefe@unitedwater.com](mailto:joseph.keefe@unitedwater.com)

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**Executive Director**

Jerry Harte  
517-641-7377  
[jerry@mi-wea.org](mailto:jerry@mi-wea.org)



We Recycle