

**GENOA CHARTER TOWNSHIP BOARD**  
**Regular Meeting and a Public Hearing**  
**February 5, 2018**  
**6:30 p.m.**

**AGENDA**

Call to Order:

Pledge of Allegiance:

Call to the Public (Public comment will be limited to two minutes per person)\*:

**Approval of Consent Agenda:**

1. Payment of Bills.
2. Request to Approve Minutes: January 2, 2017
3. Request for approval of the appointment of Bill Rockwell to a vacant Zoning Board of Appeals seat, filling a vacant term set to expire June 30, 2018.
4. Request for approval to appoint Greg Rassel as an alternate to the Zoning Board of Appeals for a term expiring June 30, 2021.
5. Request to approve a proposal from Northern Plumbing for the purchase and installation of new bathroom fixtures at a cost not to exceed \$4,600.
6. Request to approve a proposal from K/E Electric for Township Hall lighting replacements at a cost of \$17,603.11.

**Approval of Regular Agenda:**

7. Request for second review of FY 2018/2019 Budgets #101, #212, #261, #264, #270 and #271.
8. Review of February 2018 newsletter accompanying 2018 assessment notices.
9. Conduct second reading and consider for adoption Ordinance #Z-18-01 to amend Article 7 of the Zoning Ordinance in regard to commercial kennels, veterinary hospitals, animal shelters, pet daycare centers, and veterinary clinics. (roll call vote)

Correspondence  
Member Discussion  
Adjournment

\*Citizen's Comments- In addition to providing the public with an opportunity to address the Township Board at the beginning of the meeting, opportunity to comment on individual agenda items may be offered by the Chairman as they are presented.

CHECK REGISTERS FOR TOWNSHIP BOARD MEETING

DATE: February 5, 2018

TOWNSHIP GENERAL EXPENSES: Thru February 5, 2018	\$238,233.89
January 3, 2018 Vacation Pay Part-Time	\$10,402.47
January 12, 2018 Bi Weekly Payroll	\$88,693.83
January 15, 2018 Vacation/Personal Payout 2017	\$8,224.60
January 26, 2018 Bi Weekly Payroll	\$87,742.29
OPERATING EXPENSES: Thru February 5, 2018	\$200,451.12
TOTAL:	<u>\$633,748.20</u>

Check Date	Bank	Check	Vendor	Vendor Name	Amount
<b>Bank 592FN OAK POINTE OPERATING FUND #592</b>					
01/03/2018	592FN	4159	DTE ENE	DTE ENERGY	275.43
01/09/2018	592FN	4160	AT&TLONG	AT&T LONG DISTANCE	55.56
01/09/2018	592FN	4161	CONSUMER	CONSUMERS ENERGY	176.90
01/09/2018	592FN	4162	DTE ENE	DTE ENERGY	477.91
01/09/2018	592FN	4163	DTE ENE	DTE ENERGY	1,462.62
01/12/2018	592FN	4164	A DAVANCE	ADVANCE AUTO PARTS	51.97
01/12/2018	592FN	4165	AMERAQUA	AMERICAN AQUA	96.16
01/12/2018	592FN	4166	BRIGHTON	BRIGHTON ANALYTICAL , L.L.C.	373.00
01/12/2018	592FN	4167	COOPER	COOPER'S TURF MANAGEMENT LLC	924.00
01/12/2018	592FN	4168	DTE ENE	DTE ENERGY	387.82
01/12/2018	592FN	4169	GENOA D	GENOA TOWNSHIP D.P.W. FUND	37,788.18
01/12/2018	592FN	4170	GRAING	GRAINGER	640.63
01/12/2018	592FN	4171	HACH CO	HACH COMPANY	689.91
01/12/2018	592FN	4172	KENNEDY IN	KENNEDY INDUSTRIES	505.00
01/12/2018	592FN	4173	USA BLUE	USA BLUEBOOK	623.04
01/17/2018	592FN	4174	ATT& IL	AT&T	465.18
01/17/2018	592FN	4175	BULLSEYE	BULLSEYE TELECOM	227.38
01/17/2018	592FN	4176	MHOG WTR	MHOG WATER AUTHORITY	38,289.78
01/17/2018	592FN	4177	GENOA.	GENOA OCEOLA NEW USER	15,900.00
01/23/2018	592FN	4178	AT&TLONG	AT&T LONG DISTANCE	40.41
<b>592FN TOTALS:</b>					
Total of 20 Checks:					99,450.88
Less 0 Void Checks:					0.00
Total of 20 Disbursements:					99,450.88

Check Date	Bank	Check	Vendor	Vendor Name	Amount
<b>Bank 593FN LAKE EDGEWOOD OPERATING FUND #593</b>					
01/03/2018	593FN	3311	BRIGHTON	BRIGHTON ANALYTICAL , L.L.C.	67.00
01/04/2018	593FN	3312	CITY B	CITY OF BRIGHTON	24,012.38
01/09/2018	593FN	3313	BRIGHTON	BRIGHTON ANALYTICAL , L.L.C.	134.00
01/09/2018	593FN	3314	DTE ENE	DTE ENERGY	9,013.26
01/12/2018	593FN	3315	CHARTERT	CHARTER TOWNSHIP OF BRIGHTON	932.50
01/12/2018	593FN	3316	CONSUMER	CONSUMERS ENERGY	514.65
01/12/2018	593FN	3317	COOPER	COOPER'S TURF MANAGEMENT LLC	330.00
01/12/2018	593FN	3318	GENOADPW	GENOA TOWNSHIP DPW FUND	10,721.59
01/12/2018	593FN	3319	HUBBELL	HUBBELL, ROTH & GLARK, INC	4,046.82
01/12/2018	593FN	3320	TLS CONSTR	TLS CONSTRUCTION	1,647.50
01/17/2018	593FN	3321	BULLSEYE	BULLSEYE TELECOM	224.38
01/29/2018	593FN	3322	BRIGHTON	BRIGHTON ANALYTICAL , L.L.C.	201.00
01/29/2018	593FN	3323	MHOG WA	MHOG WATER AUTHORITY	26.93
<b>593FN TOTALS:</b>					
Total of 13 Checks:					51,872.01
Less 0 Void Checks:					0.00
Total of 13 Disbursements:					51,872.01

User: Tara  
DB: Genoa Township

CHECK NUMBERS 4213 - 4400

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank 503FN DPW-UTILITIES #503					
01/10/2018	503FN	4213	LOWES	LOWE'S	2,113.42
01/10/2018	503FN	4214	PORT CI	PORT CITY COMMUNICATIONS, INC.	146.00
01/10/2018	503FN	4215	TRACTOR	TRACTOR SUPPLY CO.	283.76
01/10/2018	503FN	4216	WINSTREAM	WINSTREAM	41.77
01/12/2018	503FN	4217	A DAVANCE	ADVANCE AUTO PARTS	58.96
01/12/2018	503FN	4218	CARDM	CHASE CARD SERVICES	1,784.77
01/12/2018	503FN	4219	LUCITY	LUCITY, INC	343.75
01/12/2018	503FN	4220	STAPLES	STAPLES CREDIT PLAN	155.17
01/12/2018	503FN	4221	VICTORY	VICTORY LANE QUICK OIL CHANGE	160.06 V
01/12/2018	503FN	4222	WEX	WEX BANK	2,640.83
01/16/2018	503FN	4223	POSTMAST	POSTMASTER	1,473.67
01/17/2018	503FN	4224	VERIZONW	VERIZON WIRELESS	693.77
01/29/2018	503FN	4225	GREG TA	GREG TATARA	500.00
01/29/2018	503FN	4226	HUMPHT	TESHA HUMPHRISS	250.00

503FN TOTALS:

Total of 14 Checks:	10,645.93
Less 1 Void Checks:	160.06
Total of 13 Disbursements:	<u>10,485.87</u>

01/31/2018 11:42 AM  
User: Tara  
DB: Genoa Township

CHECK REGISTER FOR GENOA TOWNSHIP  
CHECK NUMBERS 2194 - 2200

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank 595FN PINE CREEK OPERATING FUND #595					
01/04/2018	595FN	2194	CITY B	CITY OF BRIGHTON	66,425.13
01/26/2018	595FN	2195	CTYBRI	CITY OF BRIGHTON	10,000.00

595FN TOTALS:

Total of 2 Checks:	76,425.13
Less 0 Void Checks:	0.00
Total of 2 Disbursements:	<u>76,425.13</u>

Check Register Report For Genoa Charter Township  
For Check Dates 01/03/2018 to 01/03/2018

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
01/03/2018	FNBCK	12590	BROWN, TARA N	972.08	814.58	0.00	Open
01/03/2018	FNBCK	12591	HUMPHRISS, TESHA	4,321.59	3,137.88	0.00	Open
01/03/2018	FNBCK	12592	LANE, KIMBERLY	2,596.05	2,287.12	0.00	Open
01/03/2018	FNBCK	12593	WILLIAMS, ANGELA	2,164.37	1,642.92	0.00	Open
01/03/2018	FNBCK	EFT182	INTERNAL REVENUE SERVICE	2,519.97	2,519.97	0.00	Cleared
<b>Totals:</b>			<b>Number of Checks: 005</b>	<b>12,574.06</b>	<b>10,402.47</b>	<b>0.00</b>	
Total Physical Checks:			4				
Total Check Stubs:			1				



Check Register Report For Genoa Charter Township  
For Check Dates 01/15/2018 to 01/15/2018

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
01/15/2018	FNBCK	12596	ARCHINAL, MICHAEL C	2,102.36	1,682.40	0.00	Open
01/15/2018	FNBCK	12597	HANUS, CAROL A	510.00	431.57	0.00	Open
01/15/2018	FNBCK	12598	KERN, JENIFER A	138.75	122.23	0.00	Open
01/15/2018	FNBCK	12599	MEYERS, JEFFREY W	897.31	710.49	0.00	Open
01/15/2018	FNBCK	12600	MILLER, DAVID	1,797.60	1,459.61	0.00	Open
01/15/2018	FNBCK	12601	SCHLACK, DANIEL R	411.19	375.33	0.00	Open
01/15/2018	FNBCK	12602	TATARA, GREGORY	2,040.00	1,666.73	0.00	Open
01/15/2018	FNBCK	EFT187	INTERNAL REVENUE SERVICE	1,776.24	1,776.24	0.00	Cleared
<b>Totals:</b>							
			Number of Checks: 008	9,673.45	8,224.60	0.00	
			Total Physical Checks:	7			
			Total Check Stubs:	1			

Check Register Report For Genoa Charter Township  
 For Check Dates 01/26/2018 to 01/26/2018

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
01/26/2018	FNBCK	EFT188	FLEX SPENDING (TASC)	1,491.96	1,491.96	0.00	Open
01/26/2018	FNBCK	EFT189	INTERNAL REVENUE SERVICE	19,813.32	19,813.32	0.00	Open
01/26/2018	FNBCK	EFT190	PRINCIPAL FINANCIAL	2,751.00	2,751.00	0.00	Open
01/26/2018	FNBCK	EFT191	PRINCIPAL FINANCIAL	1,089.00	1,089.00	0.00	Open
<b>Totals:</b>				Number of Checks: 004	25,145.28	25,145.28	0.00
Total Physical Checks:						Dir. Dep.	
Total Check Stubs:				4		62,597.01	

*#87,742.29*



Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank FNBACK CHECKING ACCOUNT					
01/03/2018	FNBACK	34153	AMER	AMERICAN VIDEO TRANSFER INC	18.45
01/03/2018	FNBACK	34154	GFL ENVIRO	GFL ENVIRONMENTAL USA INC.	2,500.00
01/03/2018	FNBACK	34155	LIVON GA	LIVONIA-GARDEN CITY FIRE EXT	89.00
01/03/2018	FNBACK	34156	MASTER M	MASTER MEDIA SUPPLY	625.56
01/03/2018	FNBACK	34157	NETWORK	NETWORK SERVICES GROUP, L.L.C.	50.00
01/03/2018	FNBACK	34158	PERFECT	PERFECT MAINTENANCE CLEANING	565.00
01/03/2018	FNBACK	34159	WESTSHOR	WEST SHORE SERVICES, INC.	2,125.00
01/04/2018	FNBACK	34160	BLUE CRO	BLUE CROSS & BLUE SHIELD OF MI	30,964.89
01/08/2018	FNBACK	34161	CONTINEN	CONTINENTAL LINEN SERVICE	119.07
01/08/2018	FNBACK	34162	COOPER	COOPER'S TURF MANAGEMENT LLC	6,122.00
01/08/2018	FNBACK	34163	GORDON	GORDON FOOD SERVICE	188.09
01/08/2018	FNBACK	34164	LAKESID	LAKESIDE SERVICE COMPANY, INC	517.44
01/08/2018	FNBACK	34165	MEI	MINNESOTA ELEVATOR, INC	115.00
01/09/2018	FNBACK	34166	COMCAST	COMCAST	963.75
01/09/2018	FNBACK	34167	DTE EN	DTE ENERGY	171.75
01/09/2018	FNBACK	34168	GFL ENVIRO	GFL ENVIRONMENTAL USA INC.	79,204.65
01/09/2018	FNBACK	34169	LIVCTREA	LIVINGSTON COUNTY TREASURER	170.76
01/09/2018	FNBACK	34170	TASC	TOTAL ADMINISTRATIVE SERVICES	1,971.32
01/12/2018	FNBACK	34171	AMERAQUA	AMERICAN AQUA	190.00
01/12/2018	FNBACK	34172	CONSUMER	CONSUMERS ENERGY	573.03
01/12/2018	FNBACK	34173	ROJEWSKI	DEBRA ROJEWSKI	8.73
01/12/2018	FNBACK	34174	DTE ENE	DTE ENERGY	127.79
01/12/2018	FNBACK	34175	HWL CHAM	HOWELL AREA CHAMBER OF COMMERE	495.00
01/12/2018	FNBACK	34176	LIVINGS2	LIVINGSTON COUNTY IT DEPARTMENT	15.00
01/12/2018	FNBACK	34177	MICH P&A	MICHIGAN.COM PRESS & ARGUS	170.00
01/12/2018	FNBACK	34178	SAFEBUILT	SAFEBUILT STUDIO	1,053.48
01/12/2018	FNBACK	34179	TRI COUN	TRI COUNTY SUPPLY, INC.	200.35
01/17/2018	FNBACK	34180	ATT& IL	AT&T	328.20
01/17/2018	FNBACK	34181	BULLSEYE	BULLSEYE TELECOM	400.60
01/17/2018	FNBACK	34182	EHIM	EHIM, INC	5,224.43
01/17/2018	FNBACK	34183	FEDERAL	FEDERAL EXPRESS	65.76
01/17/2018	FNBACK	34184	MASTER M	MASTER MEDIA SUPPLY	859.69
01/17/2018	FNBACK	34185	MICHAS	MICHIGAN ASSOC. OF PLANNING	70.00
01/17/2018	FNBACK	34186	MI VIDEO	MICHIGAN VIDEO & PHOTOGRAPHY	150.00
01/17/2018	FNBACK	34187	NETWORK	NETWORK SERVICES GROUP, L.L.C.	649.00
01/17/2018	FNBACK	34188	US BANK EQ	US BANK EQUIPMENT FINANCE	1,765.56
01/17/2018	FNBACK	34189	VERIZONW	VERIZON WIRELESS	374.57
01/23/2018	FNBACK	34190	A T & T	A T & T	11.41
01/23/2018	FNBACK	34191	ALLSTAR	ALLSTAR ALARM LLC	270.00
01/23/2018	FNBACK	34192	AMERIC G	AMERICAN GENERAL LIFE INSURANC	290.00
01/23/2018	FNBACK	34193	BLUE CRO	BLUE CROSS & BLUE SHIELD OF MI	33,785.96
01/23/2018	FNBACK	34194	CARDM	CHASE CARD SERVICES	584.90
01/23/2018	FNBACK	34195	COMC	COMCAST	190.16
01/23/2018	FNBACK	34196	SAPIENZA	KRISTEN RENEE SAPIENZA	43.60
01/23/2018	FNBACK	34197	NEOPOST	NEOPOST USA INC	2,500.00
01/23/2018	FNBACK	34198	OFF EXPR	OFFICE EXPRESS	94.76
01/23/2018	FNBACK	34199	TRI COUN	TRI COUNTY SUPPLY, INC.	240.00
01/23/2018	FNBACK	34200	WAL-MAR	WAL-MART COMMUNITY	187.57
01/24/2018	FNBACK	34201	DELTA DENT	DELTA DENTAL	11,137.83
01/24/2018	FNBACK	34202	GUARDIAN I	GUARDIAN	2,362.68
01/26/2018	FNBACK	34203	CRAMPTON	CRAMPTON ELECTRIC CO., INC.	1,846.86
01/26/2018	FNBACK	34204	DTE ENE	DTE ENERGY	2,074.38
01/26/2018	FNBACK	34205	NEOPOSTU	NEOPOST USA INC	862.70
01/29/2018	FNBACK	34206	AMER PLA	AMERICAN PLANNING ASSOCIATION	587.00
01/29/2018	FNBACK	34207	MORTENSE	H.J. MORTENSEN	329.00
01/29/2018	FNBACK	34208	LC REG D	LIVINGSTON CO. REGISTER OF DEEDS	30.00
01/29/2018	FNBACK	34209	ARCHINAL	MICHAEL ARCHINAL	500.00
01/30/2018	FNBACK	34210	BUS IMAG	BUSINESS IMAGING GROUP	217.07
01/30/2018	FNBACK	34211	MMTA	MICHIGAN MUNICIPAL TREAS. ASSN	50.00
01/30/2018	FNBACK	34212	NETWORK	NETWORK SERVICES GROUP, L.L.C.	249.00
01/30/2018	FNBACK	34213	PRINTING	PRINTING SYSTEMS	447.24
01/31/2018	FNBACK	34214	DYK	DYKEMA GOSSETT, PLLC	1,791.08
01/31/2018	FNBACK	34215	PERFECT	PERFECT MAINTENANCE CLEANING	565.00

FNBACK TOTALS:

Total of 63 Checks:	200,451.12
Less 0 Void Checks:	0.00
Total of 63 Disbursements:	200,451.12

## GENOA CHARTER TOWNSHIP BOARD

Regular Meeting

January 2, 2018

### MINUTES

Supervisor Rogers called the regular meeting of the Genoa Charter Township Board to order at 6:30 p.m., with the Pledge of Allegiance. The following members were present constituting a quorum for the transaction of business: Bill Rogers, Paulette Skolarus, Robin Hunt, Jim Mortensen, Terry Croft, Diana Lowe and Jean Ledford. Also present were Township Manager, Michael Archinal and one person in the audience.

A Call to the Public was made with no response.

#### Approval of Consent Agenda:

Moved by Lowe and supported by Mortensen to approve all items listed under the consent agenda as requested. The motion carried unanimously.

**1. Payment of Bills.**

**2. Request to Approve Minutes: Dec. 4, 2017**

**3. Request for approval to enter into agreements to collection 2018 summer property taxes with Brighton Area Schools, Hartland Consolidated Schools, Howell Public Schools, and the Livingston Educational Service Agency @ \$3.00 per parcels as requested by Hunt.**

**4. Consider approval of the appointment for Marianne McCreary to the Planning Commission to fulfill the remaining term ending June 30, 2018 for Barbra Figurski.**

#### Approval of Regular Agenda:

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

**5. Consider *denial* of Resolution #5 confirming the Special Assessment Roll for the Round Lake Aquatic Weed Control Project at the request of the property owners.**

An informational meeting was held with the residents of Round Lake to determine if there was interest in proceeding with an Aquatic Weed Control Project. It was the consensus of those present that they would re-consider a district in the future that would include aeration. No further action was requested of the board. Since two public hearing were held by the board as a result of petitions that were submitted by residents and the final public hearing was tabled, the above action was requested to bring to conclusion the S.A.D that is no longer being considered.

Moved by Ledford and supported by Croft to deny the confirmation of Resolution #5 for the Round Lake Aquatic Weed Control Project. The motion carried by roll call vote as follows: Ledford, Croft, Hunt, Lowe, Mortensen, Skolarus and Rogers. Nays – None. Absent – None.

**6. Consider approval of resolution honoring Barbra Figurski for her 48 years for service to the citizens of Genoa Township as a Planning Commissioner and Zoning Board of Appeals member.**

The following resolution honoring Barbara Figurski was received by the board:  
Resolution #18-01-02

WHEREAS; Barbara Figurski has served the residents of Genoa Charter Township for 48 years spanning six decades as a Planning Commissioner, Board of Review member and Zoning Board of Appeals member; and

WHEREAS; Mrs. Figurski has spent a total of approximately 3,600 hours in meetings deliberating on various Planning Commission projects assessment appeals and Zoning Board of Appeals cases; and

WHEREAS; Mrs. Figurski, through diligent effort, has had a significant positive impact on the development of our community; and

WHEREAS; Mrs. Figurski’s performance and her working relationships have always been characterized by excellence, genuine concern for the members of her community and an obvious dedication to public service; and

WHEREAS; Mrs. Figurski has tendered her resignation from the Planning Commission, Board of Review and Zoning Board of Appeals,

NOW, THEREFORE, BE IT RESOLVED, that the Township Board of Genoa Charter Township, County of Livingston, State of Michigan with this resolution formally expresses its sincere appreciation and thanks to Barbara Figurski for her contributions to the Genoa Charter Township community and highly commends her for the manner in which she has carried out her responsibilities as an important member of the Township team.

Adopted this 2<sup>nd</sup> day of January, 2018

**7. Request to permanently move Precinct 7 from Hornung Elementary School to Chilson Hills Baptist Church for election scheduled beginning in the calendar year 2018 as requested by Skolarus.**

Moved by Lowe and supported by Mortensen to move Precinct 7 from Horning Elementary School to Chilson Hills Baptist Church in an effort to equalize the number of voters within each polling place. The motion carried unanimously.

**8. Request to introduce and conduct the first reading of the proposed Zoning Ordinance Amendment Z-18-01 and to set February 5, 2018 as the date for second reading and consideration of adoption. The proposed Zoning Text Amendment involves changes with regard to pet daycare and veterinary clinics in commercial districts.**

Moved by Mortensen and supported by Skolarus to introduce and conduct the first reading of proposed ordinance Z-18-01 as presented with the following changes:

§7.02.02(w) (3) Walls, partitions and floor/ceiling assemblies separating dog daycare facilities from adjacent uses shall be adequately soundproofed with a sound transmission class over sixty (60) and shall be constructed so that there will be no emission of noise detrimental to surrounding properties. The applicant shall provide a noise impact study performed by a certified acoustical engineer to ensure the noise levels produced will not

exceed forty-five (45) decibels at the outside of an exterior wall or at the opposite side of a common interior wall. The study shall also confirm compliance with the Township Noise Ordinance in regard to noise levels at the property line.

§7.02.02 (k) (14) Remove reference to this section.

Further, the date for second reading and consideration for adoption shall be February 5, 2018. The proposed Zoning Text Amendment involves changes to the ordinance with regard to pet daycare centers and veterinary clinics in commercial districts.

The motion carried unanimously.

**9. Request for first review of budgets for the fiscal year 2018/2019 for funds 101, 212, 261, 270 and 271.**

Skolarus provided an overview of the above referenced budgets for the next fiscal year. Trustees were asked for their input concerning salary increases related to the budget for Fund 101. Skolarus suggested a minimum \$.50 for lower level staff rather than a percentage increase. Mortensen suggested a review of the step or tier policy for lower level staff. Mortensen and Lowe were not opposed to a 2.5% increase. A first review of Fund 264 will be provided at the next regular meeting of the board as the auditing firm was still reviewing revised general ledger numbers for that account. No formal action was taken.

The regular meeting of the Genoa Charter Township Board was adjourned at 7:28 p.m.



Paulette A. Skolarus, Clerk  
Genoa Charter Township Board

**To:** Kelly VanMarter  
Assistant Township Manager  
Genoa Charter Township

**From:** Bill Rockwell  
Brighton, MI 48116

**Date:** December 26, 2017

**Subject:** Zoning Board

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Hello,

I wish to be considered as a candidate for the opening on the Zoning Board. My family made Genoa our home in the spring of 2012 and we plan to raise our two young children here. As a stay-at-home dad, I have had made time to help our community in various ways. I joined the Fire Department and continue to run local elections as an Election Inspector & Chairperson. As I've now retired from the Fire Department, I'd like to seek more ways to stay involved. The Zoning Board seems like a great fit.

As an owner of a home, a rental condominium, and family cottage, I have a great understanding in the desire to maintain and improve our properties. I understand the balance between keeping our interests and our neighbors' interests in harmony. I helped achieve this balance when we first lived in our rental condo, as I served on its Association Board. Here we often had to deal with the balance of owner requests and association by-laws & standards. In Genoa, our subdivision's Home Owner Association has effectively been dissolved, however, my wife and I work with our neighbors to make sure that the community maintains high-standards and happiness. These experiences should hopefully make me a solid candidate for your Zoning Board.

Thank you for your consideration. Have a safe and Happy New Year!

Bill Rockwell

## MEMORANDUM

TO: Township Board

FROM: Michael Archinal

DATE: 2/1/2018

RE: ZBA Alternate Appointment 

For your consideration this evening is the appointment of Greg Rassel as an alternate to the Zoning Board of Appeals. Zoning Boards of Appeals are somewhat unique in that a majority of its membership, and not a majority of those present, is required to approve a variance or take other positive action.

### *MCL 125.3603*

*2) The concurring vote of a majority of the members of the zoning board of appeals is necessary to reverse an order, requirement, decision, or determination of the administrative official or body, to decide in favor of the applicant on a matter upon which the zoning board of appeals is required to pass under the zoning ordinance, or to grant a variance in the zoning ordinance.*

While it does not occur often there were a few occasions last year where we did not have a full complement of ZBA members. When this occurs we advise applicants that they need three yes votes to be approved. If there are only four or three members present they have less of a chance to be approved and they may wish to table their request. This causes a delay in a project for a property owner who probably is not too thrilled to be going through the process to begin with. Appointing an alternate provides for efficiency and better customer service. The authority to do so is contained in the Zoning Enabling Act.

### *MCL 125.3601*

*(7) The legislative body may appoint to the zoning board of appeals not more than 2 alternate members for the same term as regular members. An alternate member may be called as specified in the zoning ordinance to serve as a member of the zoning board of appeals in the absence of a regular member if the regular member will be unable to attend 1 or more meetings. An alternate member may also be called to serve as a member for the purpose of reaching a decision on a case in which the member has abstained for reasons of conflict of interest. The alternate member appointed shall serve in the case until a final decision is made. An alternate member serving on the zoning board of appeals has the same voting rights as a regular member.*

Gregory J. Rassel CP

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Brighton, MI 48116

Bill Rogers  
Supervisor, Genoa Township  
2911 Dorr Rd.  
Brighton, Michigan 48116

August 12, 2016

Dear Bill ,

Congratulations on your recent election, I would like to work with you continuing to make Genoa Township a great place to live.

I would like to be considered to fill any upcoming vacancies on either the planning commission or zoning board of appeals. My current position as the Director of Recreation and Public Services for the City of Royal Oak gives me the appreciation and knowledge necessary to deal with the public and the issues these boards encounter.

As a twenty year resident of Genoa Township, I am seeking another avenue to become more involved local community. I have previously served the community as a trustee on the Brighton Area Schools Board of Education, and was a member of the Board during the tough times when the difficult decisions had to be made.

I believe my career in municipal government provides me the insights necessary to make a significant contribution to either of these boards.

If you require additional references or information please let me know. I thank you for this opportunity to be considered to fill this important position in the community.

Sincerely ,

Gregory J. Rassel

Visited Planning Mtg 12/11/17



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

## MEMORANDUM

**TO:** Honorable Board of Trustees  
**FROM:** Adam VanTassell  
**DATE:** February 5, 2018  
**RE:** Proposed Township Hall Restroom replacement

Manager's Review: \_\_\_\_\_

The Township Hall public restrooms have recently been experiencing ongoing issues. All of the fixtures in the entrance Men and Women's restrooms have been inspected and found to be leaking and in need of repair. Due to the age of the fixtures (20 years) and the rapidly deteriorating situation, Township Staff is proposing that the fixtures and equipment be replaced.

### Recommended Motion

Moved by \_\_\_\_\_, Supported by \_\_\_\_\_ to approve the proposal from Northern Plumbing for the purchase and installation of new bathroom fixtures for \$4,600.00

#### SUPERVISOR

Bill Rogers

#### CLERK

Paulette A. Skolarus

#### TREASURER

Robin L. Hunt

#### TRUSTEES

Jean W. Ledford

H. James Mortensen

Terry Croft

Diana Lowe

#### MANAGER

Michael C. Archinal



PROPOSAL FROM:

January 10, 2018

NORTHERN PLUMBING, INC.  
3529 WESTPHAL  
HOWELL, MI. 48843  
517-546-6145

**CUSTOMER NAME:**  
Genoa Township  
2911 Dorr Rd.  
Brighton, Mi. 48116

**JOB LOCATION:**  
Genoa Twp. Hall

**DESCRIPTION OF ESTIMATED WORK TO BE PERFORMED AND/ OR MATERIALS TO BE PROVIDED:**

Per discussion with Adam VanTassell. Due to failing condition of flush valves and toilet parts. Provide plumbing services to remove and replace toilets, urinals and flush valves in Women's and Men's main restrooms near vestibule. Dispose of old items and obtain Plumbing Permit with inspection.

**WOMENS RESTROOM:**

Remove and replace 4 toilets with seats and flush valves.

**MENS RESTROOM:**

Remove and replace 2 toilets with seats and flush valves.  
Remove and replace 2 urinals and flush valves.

**TERMS:**

- 1) All payments due upon percentage of completion of plumbing work at time of billing. Payments 30 days past due will be charged a 2% per month service fee.
- 2) Materials supplied by others will not be warranted by Northern Plumbing, Inc. Repairs or replacements will incur additional charges. Materials supplied by others must be on site and complete at time of installation.

Materials and/or services listed above will be provided by Northern Plumbing, Inc. For the sum of: Four thousand six hundred and 00/100 dollars. (\$4,600.00) Plus any OPTIONS, changes or additions to this quote.

This proposal may be withdrawn if not accepted within 10 days.  
Submitted by Northern Plumbing, Inc.:

\_\_\_\_\_  
Timothy T. Park/ President

January 10, 2018  
Date

Accepted by: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Phone: \_\_\_\_\_



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

## MEMORANDUM

**TO:** Honorable Board of Trustees

**FROM:** Adam VanTassell

**DATE:** February 5, 2018

**RE:** Proposed Township Hall Lighting replacement

Manager's Review: \_\_\_\_\_

Recently, the 20 year old lighting fixtures in the three wings of the Township Hall have been experiencing ongoing issues. Replacement bulbs are becoming harder to find and the fixtures have warped which made replacing those bulbs exceedingly difficult. The age of the fixtures has also caused a downgrade in overall lighting over the desks, causing issues for Township employees.

Staff has worked with K/E Electric to replace the existing fixtures with new LED fixtures. These new fixtures would have the benefit of less maintenance and greater energy efficiency. The lights would also provide better lighting and are resistant to debris accumulation (bugs, dirt, etc), unlike the current fixtures.

### Recommended Motion

Moved by \_\_\_\_\_, Supported by \_\_\_\_\_ to approve the proposal from K/E Electric Supply for the purchase of new lighting fixtures for \$17,603.11.

#### SUPERVISOR

Bill Rogers

#### CLERK

Paulette A. Skolarus

#### TREASURER

Robin L. Hunt

#### TRUSTEES

Jean W. Ledford

H. James Mortensen

Terry Croft

Diana Lowe

#### MANAGER

Michael C. Archinal

J O B   Q U O T A T I O N

10 K/E ELECTRIC SUPPLY  
10  
60 BRIGHTON

Telephone# 810-227-7005

PAGE 1

DATE 1/16/18

SLS# 176  
NUMBER:219256 J

PREPARED FOR: 35288-00  
MHOG WATER & SEWER AUTHOR  
2911 DORR RD.

BRIGHTON MI 48116

JOB NAME:  
GENOA TWP-OPTION #1  
BRIGHTON AREA

SALES TAX - MI EXEMPTION# GOVERNMENT

Quantity	Description	Price	Extended
2 A	FINELITE HP 4 ID 32' B B 830 F F VOLT FA50 DUAL FEED C4 (WITH 5' CANOPY AT ALL MTG POINTS) SUSP. PTS EVERY 4'  ABOVE LIGHTING FOR TREASURY FA50 DUAL FEED C4 (WITH 5'	3425.49 E	6850.98
1 B	FINELITE HP 4 ID 16' B B 830 F F VOLT FA50 SINGLE FEED C4 WITH 5' CANOPY AT ALL MTG PTS SUSPENSION PTS EVERY 4'  ABOVE LIGHTING FOR MANAGER FA50 SINGLE FEED C4	1712.74 E	1712.74
2 C	FINELITE HP 4 ID 32' B B 830 F F VOLT FA50 DUAL FEED C4 WITH 5' CANOPY AT ALL MTG PTS SUSPENSION PTS EVERY 4'  ABOVE LIGHTING FOR CLERK'S FA50 DUAL FEED C4	3425.49 E	6850.98
1 D	FINELITE HP 4 ID 8' B B 830 F F VOLT FA50 SINGLE FEED C4 WITH 5' CANOPY AT ALL MTG PTS SUSPENSION PTS EVERY 4'	887.56 E	887.56

\* CONTINUED \*

J O B   Q U O T A T I O N

10 K/E ELECTRIC SUPPLY  
 10  
 60 BRIGHTON

Telephone# 810-227-7005

PAGE 2

DATE 1/16/18

SLS# 176  
 NUMBER:219256 J

PREPARED FOR: 35288-00  
 MHOG WATER & SEWER AUTHOR  
 2911 DORR RD.

BRIGHTON MI 48116

JOB NAME:  
 GENOA TWP-OPTION #1  
 BRIGHTON AREA

SALES TAX - MI EXEMPTION# GOVERNMENT

Quantity	Description	Price	Extended
	ABOVE LIGHTING FOR EAST FA50 SINGLE FEED C4	1300.85 E	
1 E	FINELITE HP 4 ID 12' B B 830 F F VOLT FA50 SINGLE FEED C4 WITH 5' CANOPY AT ALL MTG PTS SUSPENSION POINTS EVERY 4'	1300.85 E	1300.85
	ABOVE LIGHTING FOR EAST CONFER FA50 SINGLE FEED C4		

Extended Total: 17603.11

Estimated Ship Date:

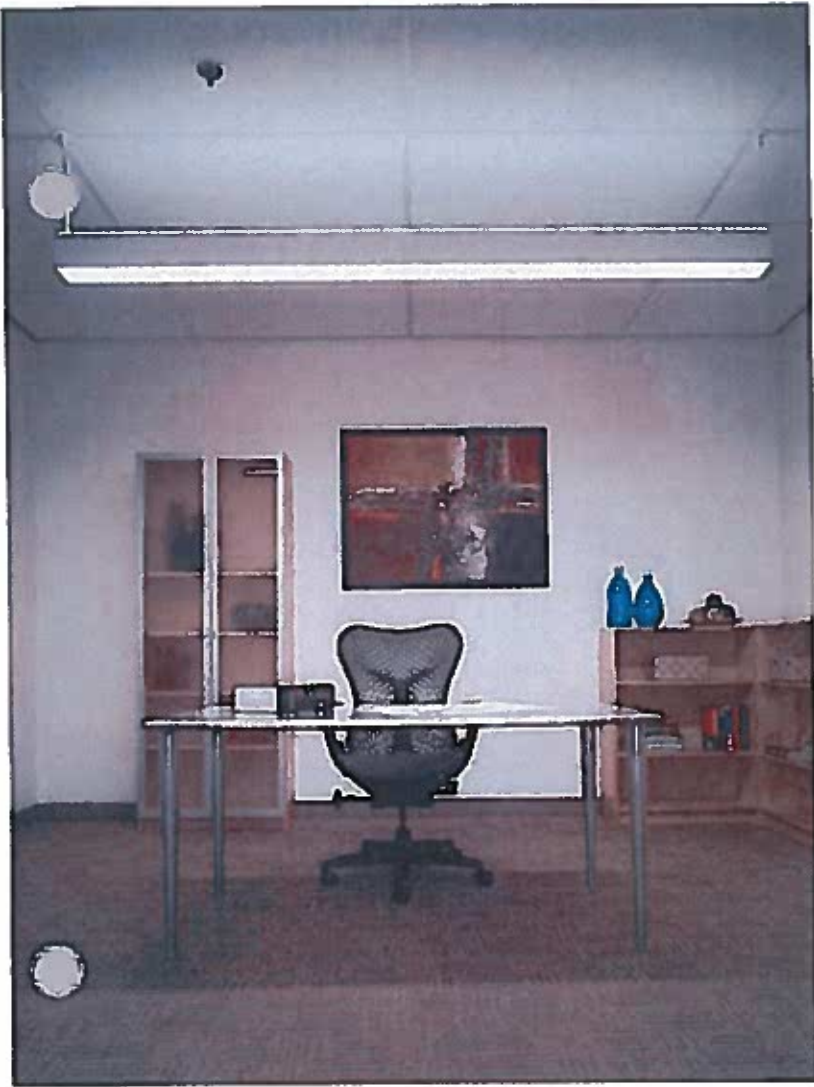
Terms:

Firm for acceptance on  
 or before:

By:

*Doug Kern*  
 Doug Kern  
 DOUG@KEELECTRIC.COM







BUDGET REPORT FOR GENOA TOWNSHIP

GL NUMBER	DESCRIPTION	2013-14 ACTIVITY	2014-15 ACTIVITY	2015-16 ACTIVITY	2016-17 ACTIVITY	2017-18 ORIGINAL BUDGET	2017-18 ACTIVITY 01/18/2018	2017-18 AMENDED BUDGET	2018-19 2nd Draft BUDGET
<b>ESTIMATED REVENUES</b>									
101-000-403-000	CURRENT REAL PROP TAX/INTEREST	805,572	820,731	845,920	858,935	866,000	660,237	866,000	870,000
101-000-407-000	DELINQ TAX - PERSONAL & REAL	8,906	7,414	6,088	10,489				
101-000-423-000	COLLECT FEES/EXCESS OF ROLL	295,138	296,125	299,329	322,582	340,400	172,873	340,400	345,000
101-000-423-100	COLLECTION FEE - SCHOOLS	28,410	24,771	24,897	25,282				
101-000-423-200	SET FEES COLLECTED	218	188	195	195				
101-000-445-000	PENALTIES & INTEREST ON TAXES	138	128						
101-000-476-000	LICENSES & PERMITS	15,488					200		
101-000-476-100	LICENSE/PERMIT/CABLE FRANCHISE	336,385	371,686	399,976	412,994	420,000	311,472	420,000	425,000
101-000-477-000	METRO ACT REVENUE	11,212	9,579	9,579	17,697	13,000		13,000	13,000
101-000-477-001	LCSA-PPT REIMBURSEMENT				17,418				
101-000-480-000	TRAILER FEES	3,310	2,707	3,003	5,354	3,500	2,961	3,500	3,500
101-000-574-000	STATE SHARED REVENUE	1,477,501	1,571,139	1,575,600	1,590,988	1,650,000	1,420,072	1,650,000	1,700,000
101-000-608-000	CHARGES FOR SERV-APPL FEES	28,732	60,727	68,666	37,739	60,000	33,524	60,000	60,000
101-000-631-000	REFUSE COLLECTION FEES	762,623	767,616	782,652	802,947	844,000	993,150	844,000	850,000
101-000-664-000	INTEREST	7,083	6,671	9,444	3,928	10,000	3,304	10,000	10,000
101-000-676-000	ADMIN FEE/UTILITY-OPERATING	50,000	51,500	53,000	54,100	54,550	30,689	54,550	54,550
101-000-676-100	ADM FEE LIQUOR LAW	3,500	3,500	3,500	3,500	3,500	1,750	3,500	3,500
101-000-678-300	TAXES ON LAND TRANSFER	122,869	127,905	142,699	148,885	134,000	3,632	134,000	135,000
101-000-695-000	OTHER/CEMETERY/ SCHOOLS	10,888			1,762		3		
101-000-699-001	MISC/SCHOOL/CEMETERY/ELECTI	14,098	14,073	37,540	69,049	15,000	13,909	15,000	15,000
101-000-699-002	MMRMA REIMBURSEMENT				24,658		17,305	17,305	10,000
101-000-699-505	TRANSFER IN FROM SELCRA	1,862							
<b>TOTAL ESTIMATED REVENUES</b>		<b>3,983,951</b>	<b>4,136,460</b>	<b>4,262,088</b>	<b>4,408,502</b>	<b>4,413,950</b>	<b>3,665,081</b>	<b>4,431,255</b>	<b>4,494,550</b>



GL NUMBER	DESCRIPTION	2013-14 ACTIVITY	2014-15 ACTIVITY	2015-16 ACTIVITY	2016-17 ACTIVITY	2017-18 ORIGINAL BUDGET	2017-18 ACTIVITY 01/18/2018	2017-18 AMENDED BUDGET	2018-19 2nd Draft BUDGET
<b>APPROPRIATIONS</b>									
101-000-000-106									
101-101-703-000	SALARIES/TRUSTEES	27,705	24,730	26,766	23,436	30,000	25,427	30,000	30,000
101-171-703-000	SALARIES/TWP SUPERVISOR	51,479	52,500	53,400	53,400	54,500	43,988	54,500	55,862
101-191-703-000	SALARIES/ELECTION	25,046	50,923	69,749	69,353	15,000	500	15,000	70,000
101-209-703-000	CONTRACTUAL SALARIES	337,860	338,842	357,790	348,382	378,000	286,461	378,000	387,450
101-210-801-000	PROF.CONTR./LEGAL	107,757	73,424	99,355	65,412	100,000	38,045	100,000	50,000
101-215-703-000	SALARIES/TWP CLERK	50,500	51,500	52,400	52,400	53,500	43,181	53,500	53,500
101-223-801-000	PROF. CONTR. AUDITOR	17,600	21,100	22,375	20,600	25,000	20,235	25,000	25,000
101-241-801-000	PROF.CONSULTING/ENG/PLANNING	42,272	11,454	21,998	22,246	50,000	16,905	50,000	35,000
101-247-703-000	BD OF REVIEW SALARIES	2,675	2,250	2,000	2,150	5,000	450	5,000	3,000
101-247-964-000	REFUNDS & CHARGEBACKS	15,682	6,336	4,090	2,028	10,000	697	10,000	10,000
101-253-703-000	SALARIES/TWP TREASURER	50,500	51,500	52,400	52,400	53,500	43,181	53,500	54,862
101-265-775-000	REPAIRS & MAINTENANCE	146,599	86,257	100,754	115,969	125,000	111,643	125,000	125,000
101-265-910-000	INSURANCE BC/BS & MCM	259,377	262,144	248,964	281,904	328,000	231,003	328,000	340,000
101-265-911-000	WELLNESS IQ REIMBURSE				519	10,000	2,820	10,000	10,000
101-265-920-000	UTIL:ELECTRICITY & NAT.GAS	22,719	20,126	20,314	18,624	22,000	15,922	22,000	22,000
101-284-703-000	SALARIES	308,655	313,275	260,546	281,503	296,000	255,264	296,000	303,400
101-284-704-000	RETIREMENT	95,298	92,938	87,850	83,953	110,000	76,061	110,000	115,000
101-284-715-000	EMPLOYER'S SHARE FICA	67,543	70,839	68,190	64,111	80,000	54,789	80,000	80,000
101-284-720-000	M.E.S.C.	61				20,000		20,000	20,000
101-284-727-000	PRINTG, POSTAGE, OFC SUPPLIES	86,219	92,671	83,863	79,333	95,000	39,132	95,000	95,000
101-284-728-000	ECONOMIC DEVELOPMENT	20,000	20,000	21,500	22,000	23,500	22,000	23,500	24,500
101-284-850-000	TELEPHONE	21,775	18,056	19,452	19,756	25,000	17,926	25,000	25,000
101-284-861-000	MILEAGE & TRAVEL EXPENSE	17,996	14,497	12,269	11,589	15,000	10,646	15,000	15,000
101-284-957-000	DUES	17,622	19,702	17,124	21,236	20,000	14,378	20,000	20,000
101-284-958-000	MEETING FEES & MISC. EXPENSES	13,194	17,941	20,944	31,428	25,000	10,404	25,000	25,000
101-284-958-001	692 RED OAKS DR				5,335				
101-284-959-000	APPL FEES EXPENSES	28,800	42,233	59,987	44,613	60,000	40,403	60,000	60,000

GL NUMBER	DESCRIPTION	2013-14 ACTIVITY	2014-15 ACTIVITY	2015-16 ACTIVITY	2016-17 ACTIVITY	2017-18 ORIGINAL BUDGET	2017-18 ACTIVITY 01/18/2018	2017-18 AMENDED BUDGET	2018-19 2nd Draft BUDGET
101-284-959-001	PLANNING /ZBA SALARIES	29,754	30,016	31,437	28,545	32,000	20,940	32,000	32,000
101-301-703-000	SALARY/ORDINANCE/ ZONING ADMIN	44,105	50,165	68,572	81,725	88,000	67,633	88,000	90,200
101-336-999-001	FIRE SUB STATION EXPENSES-DORR	359		1,435					
101-441-801-010	ROAD IMPROVEMENT	194,572	224,361						
101-441-803-000	REFUSE MAINTENANCE	931,751	970,891	967,656	956,602	1,015,000	803,226	1,015,000	1,100,000
101-441-804-000	DUST CONTROL/CHLORIDE	55,621	55,861						
101-751-881-000	RECREATION	128,324	131,426						
101-916-962-000	DRAIN AT LARGE	24,908	25,912	30,055	28,421	30,000		30,000	30,000
101-929-977-000	CAPITAL OUTLAY	88,266	28,079	94,020	88,953	125,000	42,879	125,000	125,000
101-966-999-010	TRANS OUT FUTURE RD IMPR #261	250,000	250,000	426,000	150,000	250,000		500,000	500,000
101-966-999-013	ADV FOR ROAD PROJECTS #264	500,000	250,000	450,000	600,000	300,000		150,000	150,000
101-966-999-027	FUT DEV PARKS & REC.#270	250,000	350,000	592,500	300,000	300,000		500,000	500,000
101-966-999-028	TRANS TO RESERVE BLDG/GRD #271	200,000		75,000	20,000	50,000	50,000	50,000	50,000
101-966-999-110	CONTINGENCIES					50,000		50,000	50,000
<b>TOTAL APPROPRIATIONS</b>		<b>4,532,594</b>	<b>4,121,949</b>	<b>4,520,755</b>	<b>4,047,926</b>	<b>4,269,000</b>	<b>2,406,139</b>	<b>4,569,000</b>	<b>4,683,136</b>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 101</b>		<b>(548,643)</b>	<b>14,511</b>	<b>(258,667)</b>	<b>360,576</b>	<b>144,950</b>	<b>1,258,942</b>	<b>(137,745)</b>	<b>(188,586)</b>
<b>BEGINNING FUND BALANCE</b>		<b>2,562,403</b>	<b>2,013,761</b>	<b>2,028,270</b>	<b>1,777,795</b>	<b>2,138,369</b>	<b>2,138,369</b>	<b>2,138,369</b>	<b>2,000,624</b>
<b>FUND BALANCE ADJUSTMENTS</b>				<b>8,190</b>					
<b>ENDING FUND BALANCE</b>		<b>2,013,760</b>	<b>2,028,272</b>	<b>1,777,793</b>	<b>2,138,371</b>	<b>2,283,319</b>	<b>3,397,311</b>	<b>2,000,624</b>	<b>1,812,038</b>

01/18/2018

## BUDGET REPORT FOR GENOA TOWNSHIP

Liquor Law Fund 212 - 2nd Draft

GL NUMBER	DESCRIPTION	2013-14 ACTIVITY	2014-15 ACTIVITY	2015-16 ACTIVITY	2016-17 ACTIVITY	2017-18 ORIGINAL BUDGET	2017-18 ACTIVITY 01/19/2018	2017-18 AMENDED BUDGET	2018-19 REQUESTED BUDGET
<b>ESTIMATED REVENUES</b>									
212-000-570-000	STATE SHARED REV LIQUOR LAW	12,328	13,034	13,660	13,833	13,900	14,942	15,000	15,500
<b>TOTAL ESTIMATED REVENUES</b>		<b>12,328</b>	<b>13,034</b>	<b>13,660</b>	<b>13,833</b>	<b>13,900</b>	<b>14,942</b>	<b>15,000</b>	<b>15,500</b>
<b>APPROPRIATIONS</b>									
212-000-956-000	MISC EXPENSE				200				
212-330-702-000	LIQUOR LAW ENF WAGES	8,240	8,240	8,240	8,240	8,240	4,120	8,240	8,240
212-330-704-000	RETIREMENT	824	824	824	824	824	412	824	824
212-330-715-000	EMPLOYER'S SHARE FICA	700	700	640	640	640	315	640	640
212-330-716-000	LIQUOR LAW ADM FEE/GENOA TWP.	3,500	3,500	3,500	3,500	3,500	1,750	3,500	3,500
212-330-717-000	AUDITING EXPENSE	300	300	200		200		200	200
<b>TOTAL APPROPRIATIONS</b>		<b>13,564</b>	<b>13,564</b>	<b>13,404</b>	<b>13,404</b>	<b>13,404</b>	<b>6,597</b>	<b>13,404</b>	<b>13,404</b>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 212</b>		<b>(1,236)</b>	<b>(530)</b>	<b>256</b>	<b>429</b>	<b>496</b>	<b>8,345</b>	<b>1,596</b>	<b>2,096</b>
<b>BEGINNING FUND BALANCE</b>		<b>2,180</b>	<b>944</b>	<b>415</b>	<b>671</b>	<b>1,100</b>	<b>1,100</b>	<b>1,100</b>	<b>2,696</b>
<b>ENDING FUND BALANCE</b>		<b>944</b>	<b>414</b>	<b>671</b>	<b>1,100</b>	<b>1,596</b>	<b>9,445</b>	<b>2,696</b>	<b>4,792</b>

01/18/2018

BUDGET REPORT FOR GENOA TOWNSHIP

Future Roads Fund 261 - 2nd Draft

GL NUMBER	DESCRIPTION	2013-14 ACTIVITY	2014-15 ACTIVITY	2015-16 ACTIVITY	2016-17 ACTIVITY	2017-18 ORIGINAL BUDGET	2017-18 ACTIVITY 01/18/2018	2017-18 AMENDED BUDGET	2018-19 2nd Draft BUDGET
<b>ESTIMATED REVENUES</b>									
261-000-664-000	INTEREST	520	801	612	130	800	918	800	800
261-000-674-000	NEW ACCOUNT	139,416							
261-000-699-000	OPERATING TRANSFER IN	250,000	250,000	426,000	150,000	250,000		500,000	500,000
261-000-699-264	TRANS IN FROM 264				500,000			51,281	
<b>TOTAL ESTIMATED REVENUES</b>		<b>389,936</b>	<b>250,801</b>	<b>426,612</b>	<b>650,131</b>	<b>250,800</b>	<b>918</b>	<b>552,081</b>	<b>500,800</b>
<b>APPROPRIATIONS</b>									
261-330-717-000	MISC ROADS-CRACK SEAL								20,000
261-441-804-000	DUST CONTROL			59,209	56,790	60,000	70,484	70,000	60,000
261-470-802-000	NORTH SHORE ROAD IMPROVEMENT			14,000					
261-471-803-000	GRAND OAKS ROAD IMPROVEMENT				200,000				
261-472-804-000	GOLF CLUB			33,116					
261-473-805-000	MCCLEMENTS			14,268					
261-477-809-000	TRI LAKES			136,999	11,714				
261-477-810-000	SUNDANCE TRAIL				30,000				
261-477-811-000	HUGHES ROAD				44,434				150,000
261-477-813-000	WILDWOOD DRIVE				7,798				
261-477-817-000	LATSON ROAD SIGNAL					150,000		150,000	
261-477-818-000	HACKER AND LAWSON					130,000	120,372	130,000	
261-477-819-000	TIMBERVIEW					48,000	49,000	49,000	
261-477-820-000	OAK POINTE HONORS					48,000	44,000	44,000	
261-906-956-000	MISC EXPENSE/AUDIT	719	1,985	624	180	2,000	443	2,000	
261-906-968-001	COON LAKE OVERLAY	283,764							
261-966-999-264	TRANS OUT TO 264				500,000				
<b>TOTAL APPROPRIATIONS</b>		<b>284,483</b>	<b>1,985</b>	<b>258,216</b>	<b>850,916</b>	<b>438,000</b>	<b>284,299</b>	<b>445,000</b>	<b>230,000</b>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 261</b>		<b>105,453</b>	<b>248,816</b>	<b>168,396</b>	<b>(200,785)</b>	<b>(187,200)</b>	<b>(283,381)</b>	<b>107,081</b>	<b>270,800</b>
<b>BEGINNING FUND BALANCE</b>		<b>833,822</b>	<b>939,276</b>	<b>1,188,092</b>	<b>1,356,488</b>	<b>1,155,703</b>	<b>1,155,703</b>	<b>1,155,703</b>	<b>1,262,784</b>
<b>ENDING FUND BALANCE</b>		<b>939,275</b>	<b>1,188,092</b>	<b>1,356,488</b>	<b>1,155,703</b>	<b>968,503</b>	<b>872,322</b>	<b>1,262,784</b>	<b>1,533,584</b>

01/09/2018  
ROADS/LAKES FUND 264

BUDGET REPORT FOR GENOA TOWNSHIP

GL NUMBER	DESCRIPTION	2013-14 ACTIVITY	2014-15 ACTIVITY	2015-16 ACTIVITY	2016-17 ACTIVITY	2017-18 ORIGINAL BUDGET	2017-18 ACTIVITY 02/09/2018	2017-18 AMENDED BUDGET	2018-19 REQUESTED BUDGET
<b>REVENUE</b>									
264-000-665-000	INTEREST	918	811	1,121	680	1,000	1,275	1,500	1,500
264-000-699-101	TRANSFER IN - FUND # 101	500,000	250,000	450,000	600,000	300,000		150,000	150,000
264-000-699-261	TRANSFER IN- FUND 261				500,000				
264-448-450-000	SAD PRINCIPAL - WHITE PINES LIGHTS	758	891	848	705	800	27	779	800
264-451-695-000	PROFESSIONAL FEES	(2,000)	(2,000)						
264-470-450-000	SAD PRINCIPAL - FENDT DRIVE W-22				(915)				48,040
264-470-678-000	NORTH SHORE ROAD IMPROVE SAD			11,897					
264-470-682-000	NORTH SHORE RDS ASSOCIATION			11,898					
264-471-450-000	SAD PRINCIPAL - GRAND OAKS-W-20				138,037	138,000	116,137	135,961	125,000
264-471-671-000	OTHER INCOME-GRAND OAKS- LCRC						157,793	157,793	
264-472-450-000	SAD PRINCIPAL - RED OAKS-W-22	69,149	69,143	59,762	59,268	56,000	3,210	56,600	56,600
264-473-450-000	SAD PRINCIPAL - GLENWAY DRIVE	17,861	15,628	15,628	15,628				
264-474-450-000	SAD PRINCIPAL - SUNRISE PARK-S-20				135,947	128,000	117,847	124,902	124,902
264-475-688-000	SAD PRINCIPAL GRAND BEACH-W-20				9,336	10,000		9,336	9,336
264-476-450-000	SAD PRINCIPAL - TIMBERVIEW-W-22						4,303	42,167	42,167
264-476-699-261	TRANSFER IN # 261 - TIMBERVIEW						49,000	49,000	
264-477-450-000	SAD PRINCIPAL - SUNDANCE TR-W-21				37,020	36,000	4,018	27,322	23,304
264-477-687-000	OP HONORS-SAD				178,000				
264-478-450-000	SAD PRINCIPAL- HOMESTEAD TR-W-20				38,333	39,000	36,010	36,000	35,429
264-479-450-000	SAD PRINCIPAL- E COON LAKE RD-S-21				26,961	19,000	17,157	19,607	19,607
264-480-699-261	TRANSFER IN # 261 - OAK POINTE HONORS						44,000	44,000	
264-482-450-000	SAD PRINCIPAL - HILLENDALE-S-20								7,535
264-570-450-000	SAD PRINCIPAL - LAKE CHEMUNG-W21	58,649	54,395	54,196	53,349	54,000	45,087	116,818	68,325
264-571-450-000	SAD PRINCIPAL - PARDEE LAKE-W-20	24,055	24,055	24,054	26,000	25,000		26,000	25,000
264-573-450-000	SAD PRINCIPAL- E/W CROOKED LK S-18	21,272	21,136	20,419	19,434	18,500	17,863	18,715	18,500
264-574-450-000	SAD PRINCIPAL - ROUND LAKE								
<b>TOTAL REVENUES</b>		<b>690,662</b>	<b>434,059</b>	<b>649,823</b>	<b>1,837,783</b>	<b>855,300</b>	<b>613,727</b>	<b>1,016,500</b>	<b>756,045</b>

ROADS/LAKES FUND 264		2013-14	2014-15	2015-16	2016-17	2017-18	2017-18	2017-18	2018-19
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	ORIGINAL BUDGET	ACTIVITY 02/09/2018	AMENDED BUDGET	REQUESTED BUDGET
<b>APPROPRIATIONS</b>									
264-448-801-000	PROJECT COSTS - WHITE PINES LIGHTS	700	824	661	841		571	800	800
264-470-801-000	PROJECT COSTS - FENDT DRIVE W-22								242,000
264-470-802-000	PROJECT COSTS - NORTH SHORE ROAD			22,197					
264-471-801-000	PROJECT COSTS - GRAND OAKS			1,980	619,730				
264-472-801-000	PROJECT COSTS - RED OAKS	740,703					7,110	7,110	
264-474-801-000	PROJECT COSTS - SUNRISE PARK			4,415	535,114				
264-475-801-000	PROJECT COSTS - MOUNTAIN/MYSTIC/MILROY				508	800			
264-476-801-000	PROJECT COSTS - TIMBERVIEW		6,170			255,000	265,698	265,698	
264-477-801-000	PROJECT COSTS - SUNDANCE TRAIL			1,700	155,742				
264-478-801-000	PROJECT COSTS - HOMESTEAD TRAIL			1,320	177,880				
264-479-801-000	PROJECT COSTS - E COON LAKE ROAD				124,405				
264-480-801-000	PROJECT COSTS - OAK POINTE HONORS				660	179,000	217,645	217,645	
264-481-801-000	PROJECT COSTS - PINE RIDGE PAVING				1,007				
264-482-801-000	PROJECT COSTS - HILLENDALE						1,519	22,605	
264-570-801-000	PROJECT COSTS - LAKE CHEMUNG	48,222	43,728	52,169	57,672	55,000	24,669	55,000	60,000
264-571-801-000	PROJECT COSTS - PARDEE LAKE	25,095	30,071	21,456	24,866	30,000	21,152	30,000	30,000
264-572-801-000	PROJECT COSTS - GRAND BEACH WEEDS				1,080	10,000	8,430	9,336	10,000
264-573-801-000	PROJECT COSTS - E/W CROOKED LAKE WEEEDS	47,226	8,906	12,851	10,920	50,000	16,919	20,000	50,000
264-574-801-000	PROJECT COSTS - ROUND LAKE						1,619	1,619	
264-906-956-000	MISC EXPENSE	638	599	729	3,529	3,000	8,910	10,000	3,500
264-966-999-261	TRANS OUT TO FUND #261				500,000				
<b>TOTAL APPROPRIATIONS</b>		<b>862,584</b>	<b>90,298</b>	<b>119,478</b>	<b>2,213,954</b>	<b>612,800</b>	<b>574,242</b>	<b>639,813</b>	<b>396,300</b>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 264</b>		<b>(171,922)</b>	<b>343,761</b>	<b>530,345</b>	<b>(376,171)</b>	<b>242,500</b>	<b>39,485</b>	<b>376,687</b>	<b>359,745</b>
<b>BEGINNING FUND BALANCE</b>		<b>816,648</b>	<b>644,725</b>	<b>988,487</b>	<b>1,518,832</b>	<b>1,142,661</b>	<b>1,142,661</b>	<b>1,142,661</b>	<b>1,182,146</b>
<b>ENDING FUND BALANCE</b>		<b>644,726</b>	<b>988,486</b>	<b>1,518,832</b>	<b>1,142,661</b>	<b>1,385,161</b>	<b>1,182,146</b>	<b>1,519,348</b>	<b>1,541,891</b>

01/18/2018

## BUDGET REPORT FOR GENOA TOWNSHIP

Parks and Recreation Fund 270 - 2nd Draft

GL NUMBER	DESCRIPTION	2013-14 ACTIVITY	2014-15 ACTIVITY	2015-16 ACTIVITY	2016-17 ACTIVITY	2017-18 ORIGINAL BUDGET	2017-18 ACTIVITY 01/18/2018	2017-18 AMENDED BUDGET	2018-19 2nd Draft BUDGET
<b>ESTIMATED REVENUES</b>									
270-000-664-000	INTEREST	1,219	1,862	1,276	1,429	2,000	696	2,000	1,500
270-000-680-000	RENTAL INCOME	12,750	10,450	11,400	11,450	11,750	9,000	11,750	11,750
270-000-699-000	OPERATING TRANSFER IN #101	250,000	350,000	592,500	300,000	300,000		500,000	500,000
270-000-699-001	MISC REVENUE-OTHER					500			
<b>TOTAL ESTIMATED REVENUES</b>		<b>263,969</b>	<b>362,312</b>	<b>605,176</b>	<b>312,879</b>	<b>314,250</b>	<b>9,696</b>	<b>513,750</b>	<b>513,250</b>
<b>APPROPRIATIONS</b>									
270-000-801-000	PROFESSIONAL FEES-ENGINEERING								
270-241-801-000	ATTORNEY/ENGINEERING		19,226	24,921	32,690	35,000	240		
270-241-802-000	ENGINEERING		25,063						
270-265-775-000	MAINTENANCE		50,683	51,883	61,556	75,000	67,084	75,000	75,000
270-265-920-000	UTILITIES			479		1,000			
270-330-694-002	RENTAL HOUSE EXPENSE		1,391			2,000		2,000	1,500
270-330-695-002	MISC EXPENSE/AUDIT	800	500	368	1,291	1,500	529	1,500	1,500
270-330-696-002	GENOA TWP ATHLETIC FIELD	91,569	17,000						
270-330-697-002	RECREATION BIKE PATH	1,573	168,258	134,224	408,373			25,000	370,000
270-330-701-000	HOWELL PARKS AND REC			177,283	103,225	115,000	100,806	115,000	105,000
270-536-972-100	LAND FOR RECREATION					200,000		200,000	200,000
270-536-972-200	I-96 INTERCHANGE WALK	391,232							
<b>TOTAL APPROPRIATIONS</b>		<b>485,174</b>	<b>282,121</b>	<b>389,158</b>	<b>607,135</b>	<b>429,500</b>	<b>168,659</b>	<b>418,500</b>	<b>753,000</b>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 270</b>		<b>(221,205)</b>	<b>80,191</b>	<b>216,018</b>	<b>(294,256)</b>	<b>(115,250)</b>	<b>(158,963)</b>	<b>95,250</b>	<b>(239,750)</b>
<b>BEGINNING FUND BALANCE</b>		<b>718,042</b>	<b>496,837</b>	<b>577,027</b>	<b>793,045</b>	<b>498,789</b>	<b>498,789</b>	<b>498,789</b>	<b>594,039</b>
<b>ENDING FUND BALANCE</b>		<b>496,837</b>	<b>577,028</b>	<b>793,045</b>	<b>498,789</b>	<b>383,539</b>	<b>339,826</b>	<b>594,039</b>	<b>354,289</b>

01/18/2018

## BUDGET REPORT FOR GENOA TOWNSHIP

Buildings and Grounds Fund 271 -2nd Draft

GL NUMBER	DESCRIPTION	2013-14 ACTIVITY	2014-15 ACTIVITY	2015-16 ACTIVITY	2016-17 ACTIVITY	2017-18 ORIGINAL BUDGET	2017-18 ACTIVITY 01/18/2018	2017-18 AMENDED BUDGET	2018-19 REQUESTED BUDGET
<b>ESTIMATED REVENUES</b>									
271-000-664-000	INTEREST	275	84	77	132	300	220	300	200
271-000-699-000	OPERATING TRANSFER IN #101	200,000		75,000	20,000	50,000	50,000	50,000	50,000
<b>TOTAL ESTIMATED REVENUES</b>		<b>200,275</b>	<b>84</b>	<b>75,077</b>	<b>20,132</b>	<b>50,300</b>	<b>50,220</b>	<b>50,300</b>	<b>50,200</b>
<b>APPROPRIATIONS</b>									
271-906-956-000	MISC EXPENSE	31			465	1,000		1,000	500
271-906-957-000	CEMETERY PURCHASE				40,440				
271-906-958-000	CEMETERY MAINTENANCE						5,500	5,500	6,000
271-929-977-000	CAPITAL OUTLAY/PAVEMENT/PARKIN	118,622	10,882	174,286		2,000		67,000	10,000
<b>TOTAL APPROPRIATIONS</b>		<b>118,653</b>	<b>10,882</b>	<b>174,286</b>	<b>40,905</b>	<b>3,000</b>	<b>5,500</b>	<b>73,500</b>	<b>16,500</b>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 271</b>		<b>81,622</b>	<b>(10,798)</b>	<b>(99,209)</b>	<b>(20,773)</b>	<b>47,300</b>	<b>44,720</b>	<b>(23,200)</b>	<b>33,700</b>
<b>BEGINNING FUND BALANCE</b>		<b>200,921</b>	<b>282,543</b>	<b>271,745</b>	<b>172,537</b>	<b>151,763</b>	<b>151,763</b>	<b>151,763</b>	<b>128,563</b>
<b>ENDING FUND BALANCE</b>		<b>282,543</b>	<b>271,745</b>	<b>172,536</b>	<b>151,764</b>	<b>199,063</b>	<b>196,483</b>	<b>128,563</b>	<b>162,263</b>



Good to go!

From the Desk of Greg Tatara, Utility Director

**Don't Flush Your Money Down the Drain  
Whether Septic or Sewer**

Whether City Sewer or Septic System, using Flushable Wipes can cause big time sewer woes and in some cases big time \$\$\$. It is very important to remember that by its very definition, something is "flushable" if it can pass through a toilet and into a sewer system; however that does not mean because it can be flushed that it should be flushed. Toilet manufacturers test the strength of their toilet's flush mechanism by measuring the number of golf balls that the toilet can flush. Therefore, golf balls are by definition flushable, but by no means should we ever consider that they should be flushed. In this article we will emphasize why flushable wipes can cause the same types of problems as if you were flushing golf balls down your toilet.

More and more people are using flushable wipes for personal hygiene and convenience. However, unlike traditional toilet paper, these wipes have a much thicker woven fiber nature, which makes them much slower to break down or decompose biologically and also very resistant to break down by mechanical processes typical in municipal operations. As a result, in a typical rural residential septic system, they build up in septic tanks reducing treatment and capacity. They can clog pipes by getting stuck in bends or catching on joints, and if your septic system has a pump, they can clog and bind pump parts. In the municipal sewers they can become an even greater expense item as they can clog sewer mains resulting in expensive and devastating sewage backups into homes or businesses. They frequently clog pump impellers by balling up in the center or winding tight around rotating parts to slow or halt pump performance. These impacts cost significant money as we have to increase cleaning maintenance of sewer pipes and pump stations, including more frequent change out of pumps. Unfortunately these increased costs are passed onto all residents in the form of higher sewer rates.

**Our office strongly recommends that if disposal moist "towelettes" are used, that they be placed in your trash and not in your toilet.** By making simple change, you will reduce your risk of being impacted by a sewer system backup and likely save yourself some money down the road.

**A Note from our Zoning Administrator**

***Land use permits are required for any construction including additions, interior renovations, detached garages or pole barns, fences, decks and pools. Land use permits may also be required for small scale projects such as inflatable or collapsible pools, retaining walls, gazebos, temporary storage shelters including canopies, finish basements, and patios. The Township Zoning Department encourages you to call our friendly staff to verify if a permit is needed.***

**From the Desk of Polly Skolarus, Clerk**

**Another Invasive Species Arrives in Michigan**

The red swamp crayfish is bright red with raised bumps on the back and claws. They build deep burrows into our lakes and streams and cause shoreline erosion. The only good thing about them is that they are delicious and you can cook them up just as you would lobster.

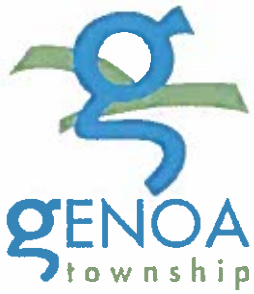
The red swamp crayfish compete with native crayfish and prey on small fish and fish eggs.

Most recent sightings occurred in a small retention pond in Novi where traps collected 699 crayfish between July 17<sup>th</sup> and July 26<sup>th</sup> 2017. Crayfish were then found in Farmington Hills and Livonia. The red swamp crayfish spread quickly and lay as many as 600 eggs. These very aggressive invaders are difficult to eradicate because they burrow down so deep in the ground. DNR officials are trying to control the population. So if you see what looks like a tiny lobster, maybe at a lake, or just trying to cross the road, take a picture, trap it, so it doesn't spread to new water bodies (but be careful: like most crayfish, they do pinch.) If you do trap one the DNR recommends putting them in your freezer. Yes, you may consume them, but it is important to emphasize that it is not legal to possess live red swamp crayfish. The DNR doesn't want people to catch them live and potentially expand their range by taking them to another lake or stream. For more information, check out the DNR site at [http://www.michigan.gov/documents/dnr/InvasiveSpeciesAlert-RedSwampCrayfish\\_494188\\_7.pdf](http://www.michigan.gov/documents/dnr/InvasiveSpeciesAlert-RedSwampCrayfish_494188_7.pdf).



▼ **Red Swamp Crayfish**

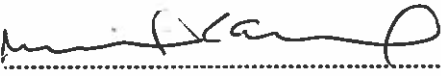
ROBIN WILL ADD A NOTE REGARDING TAXES, DOGS, ETC.



## MEMORANDUM

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

**TO:** Honorable Board of Trustees  
**FROM:** Kelly VanMarter, Assistant Township Manager/Community Development Director  
**DATE:** February 1, 2018  
**RE:** Zoning Ordinance Article 7 Text Amendments  
Ordinance No. Z-18-01

MANAGERS REVIEW:  .....

In consideration of the recommendations by the Township Planning Commission (12/11/17) and the Livingston County Planning Commission (01/20/17) please find the attached proposed Ordinance Number Z-18-01 for your consideration. The proposed ordinance involves updates to the text of the Township Zoning Ordinance in regard to commercial kennels, veterinary hospitals, animal shelters, pet daycare centers, and veterinary clinics.

The full text Ordinance version included in your packet depicts the changes made to the Ordinance since the first reading. These changes include revisions requested by the Board, updated proposed amendment effective dates, as well as minor changes made by staff or suggested by the County Planning Commission. The proposed changes are described in detail below:

Section 7.02.02(h) Commercial Kennels: minor clarification changes suggested by County Planning. ("principle" changed to "principal", "center" changed to "kennel", added "MHOG" as utility authority)

7.02.02 (k) (14) Automobile service stations: New condition was removed per Board request. This will be considered in a future update.

7.02.02 (o) Veterinary hospitals: minor clarification changes suggested by County Planning ("center" changed to "veterinary hospital")

7.02.02 (t) Animal shelters: minor clarification changes suggested by County Planning. ("principle" changed to "principal", "center" changed to "animal shelter", added "MHOG" as utility authority)

7.02.02(w) Pet Daycare Centers: Item (3) was amended to include the language requested by the Township Board. In addition, Township staff further refined the

**SUPERVISOR**

Bill Rogers

**CLERK**

Paulette A. Skolarus

**TREASURER**

Robin L. Hunt

**TRUSTEES**

Jean W. Ledford

H. James Mortensen

Terry Croft

Diana Lowe

**MANAGER**

Michael C. Archinal

*language to clarify that the measurable sound impacts are related to the pet daycare use only and are intended to measure the increased sound above ambient noise levels. Also, for consistency with the Township Noise Ordinance, the 45 decibel threshold was increased to 50 decibels. In Item (6) a minor clarification was made to specify “pet daycare” center as suggested by County Planning.*

As required pursuant to the Zoning Ordinance and the Charter Township Act (Act 359 of 1947) the Board has introduced, conducted the first reading, and published notice of the proposed Text Amendment. The second reading and consideration for adoption is therefore requested for the upcoming February 5<sup>th</sup>, 2018 meeting. If inclined, please consider the following action:

**Please note the ordinance requires adoption by a majority of the membership on roll call vote.**

**Moved by \_\_\_\_\_, supported by \_\_\_\_\_ to approve and adopt Ordinance No. Z-18-01 entitled the “Amendment to Zoning Ordinance Article 7 Regarding Commercial Kennels, Veterinary Hospitals, Animal Shelters, Pet Daycare Centers, and Veterinary Clinics”.**

## ORDINANCE NO. Z-18-01

### AN ORDINANCE TO AMEND ARTICLE 7 OF THE ZONING ORDINANCE OF GENOA CHARTER TOWNSHIP IN REGARD TO COMMERCIAL KENNELS, VETERINARY HOSPITALS, ANIMAL SHELTERS, PET DAYCARE CENTERS, AND VETERINARY CLINICS.

---

#### THE TOWNSHIP OF GENOA ORDAINS:

**SECTION 1: SHORT TITLE:** This Ordinance shall be known as the “**Amendment to Zoning Ordinance Article 7 Regarding Commercial Kennels, Veterinary Hospitals, Animal Shelters, Pet Daycare Centers, and Veterinary Clinics**”.

**SECTION 2: SUMMARY OF ORDINANCE:** Pursuant to the Michigan Zoning Enabling Act (P.A. 110 of 2006), notice is hereby given that an ordinance to amend the Zoning Ordinance regulating the development and use of land in Genoa Charter Township has been adopted by the Township Board on **(proposed 02/05/18)**. The Board conducted the second reading and approved Ordinance #Z-18-01 to adopt the ordinance and amend the Zoning Ordinance of the Charter Township of Genoa by amending Article 7 in regard to animal related businesses and services. The following provides a summary of the regulatory effect of the ordinance.

*Article 7 of the Zoning Ordinance, entitled Commercial and Service Districts, Table 7.02 and Section 7.02.02, Use Conditions is hereby amended as follows:*

*Table 7.02 is amended to add Commercial Kennel as a Special Land Use in RCD; Pet Day Care center is a new use that is created as a special land use in GCD and RCD; Veterinary uses were divided into Veterinary Hospitals and Veterinary Clinics with hospitals allowed as a special land use in OSD, GCD and RCD and Veterinary Clinics created as a special land use in the OSD, NSD, GCD, and RCD; Animal Shelters were added as a special land use in the RCD.*

*Section 7.02.02(h), Use Conditions for Commercial Kennels is amended to provide setback requirements from residential and adjacent buildings, to expand upon odor, waste, noise, nuisance, and environmental protections, add review process criteria, and to adjust animal outdoor hours.*

*Section 7.02.02(o), Veterinary Hospitals is further defined to differentiate from a new use for “Veterinary Clinic” and the Use Conditions are amended to provide waste, odor, and environmental protections and additional review process criteria.*

*Section 7.02.02(t), Use Conditions for Animal Shelters is amended to provide setback requirements from residential and adjacent buildings, to expand upon odor, waste, noise, nuisance, and environmental protections, and to add review process criteria.*

*Section 7.02.02(w), is newly created to provide Use Conditions for Pet Day Care Centers to include standards for hours of operation, establish limits on the number of animals, create standards for overnight animal boarding, provide standards for outdoor animal areas and management, provide for odor, waste, noise, nuisance, and environmental protections, and to establish review process requirements and criteria.*

*Section 7.02.02(x), Veterinary Clinics is newly created to provide Use Conditions to establish standards and requirements for the review process and to establish standards for waste, environmental, odor, and nuisance protections.*

**REPEALOR:** All ordinances or parts of Ordinances in conflict herewith are repealed.

**SEVERABILITY:** Should any section, subsection, paragraph, sentence, clause, or word of this Ordinance be held invalid for any reason, such decisions shall not affect the validity of the remaining portions of the Ordinance.

**SAVINGS:** This amendatory ordinance shall not affect violations of the Zoning Ordinance or any other ordinance existing prior to the effective date of this Ordinance and such violation shall be governed and shall continue to be separate punishable to the full extent of the law under the provisions of such ordinance at the time the violation was committed.

**EFFECTIVE DATE:** These ordinance amendments were adopted by the Genoa Charter Township Board of Trustees at the regular meeting held on (proposed 02/05/18) and ordered to be given publication in the manner required by law. This ordinance shall be effective seven days after publication.

On the question: "SHALL THIS ORDINANCE NOW PASS?" the following vote was recorded:

**Yeas:**

**Nays:**

**Absent:**

I hereby approve the adoption of the foregoing Ordinance this \_\_\_\_ day of \_\_\_\_\_, 2018.

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Paulette Skolarus  
Township Clerk

---

Bill Rogers  
Township Supervisor

Township Board First Reading: January 2, 2018

Date of Posting of Proposed Ordinance: January 26, 2018

Date of Publication of Proposed Ordinance: January 31, 2018

Township Board Second Reading and Adoption: scheduled for February 5, 2018

Date of Publication of Ordinance Adoption: scheduled for February 11, 2018

Effective Date: scheduled for February 11, 2018

**ARTICLE 7  
COMMERCIAL AND SERVICE DISTRICTS  
(OSD, NSD, GCD, RCD)**

**Sec. 7.01 STATEMENT OF PURPOSE**

- 7.01.01 **Office Service District:** The Professional Office Service District (OSD) is established to accommodate office and services needed uses to serve nearby residential neighborhoods and the community overall. This district is also intended to serve as a transitional use to protect residential districts and to avoid undesirable commercial strip development. It is intended further that all activities in the Professional Office Service District shall be conducted entirely within wholly enclosed permanent buildings, except parking of employee and customer vehicles and the loading or unloading of commercial vehicles.
- 7.01.02 **Neighborhood Services District:** The Neighborhood Services District (NSD) is established to accommodate retail business and services to serve the needs of nearby residential neighborhoods. It is intended further that all activities in the Neighborhood Services District shall be conducted entirely within wholly enclosed permanent buildings, except parking of employees' and customers' vehicles and the loading or unloading of commercial vehicles and that all goods produced on the premises shall be sold in the premises where produced.
- 7.01.03 **General Commercial District:** The General Commercial District (GCD) is established to accommodate those retail businesses and services which are intended to serve the requirements of the overall community. The larger size and variety of permitted commercial uses typically generates greater volumes of traffic than neighborhood service establishments. General Commercial Uses require a moderate to large area devoted to off street parking and loading, and generally tend to create problems of congestion, noise and impairment of aesthetic values. These districts are thus intended to be clustered rather than creating an undesirable strip commercial pattern of development. Provisions are included in order to buffer this district from nearby residential areas.
- 7.01.04 **Regional Commercial District:** The Regional Commercial District (RCD) is established to accommodate those retail businesses and services which are intended to serve a retail market area that includes Genoa Township, the surrounding communities and bypass traffic. The large size and variety of permitted commercial uses typically generates significant volumes of vehicular and pedestrian traffic. Regional Commercial Uses require a large area devoted to off street parking and loading, and generally tend to create problems of congestion, noise and impairment of aesthetic values. These uses need to be located in areas that have the transportation, utility and public service infrastructure to serve these intensive uses. By the nature of these uses serving the region beyond Genoa Township, convenient access to regional transportation is necessary. This district is specifically designated for the regional commercial center designated in the Master Plan along Grand River Avenue west of Latson Road, which will be served by the new full service interchange with I-96 at Latson Road.
- 7.01.05 It is intended further that all activities in the OSD, NSD, GCD and RCD shall be conducted entirely within wholly enclosed permanent buildings, except parking of employees and customers vehicles and the loading or unloading of commercial vehicles, unless outdoor activities are approved as a Special Land Use under the provisions of Article 19.

**Sec. 7.02 PERMITTED AND SPECIAL LAND USES**

7.02.01 **List of Uses:** In the commercial districts, land, buildings and structures shall be used only for one or more of the following uses. Land and/or buildings in the districts indicated at the top of Table 7.02 may be used for the purposes denoted by a “P” in the column below by right. Land and/or buildings in the districts indicated at the top of Table 7.02 may be used for the purposes denoted by “S” after special land use approval in accordance with the general and specific standards of Article 19 Special Land Uses. A notation of “- -” indicates that the use is not permitted within the district. The “Req.” column indicates additional requirements or conditions applicable to the use.

<b>Table 7.02 Schedule of Commercial Uses</b>						
		<b>OSD</b>	<b>NSD</b>	<b>GCD</b>	<b>RCD</b>	<b>Req.</b>
<b>Retail Uses</b>						
Retail establishments and shopping centers which provide goods such as bakery goods, including bakery items produced on the premises, groceries, produce, meats, provided no slaughtering shall take place on the premises, seafood; dairy products, beverages appliances, electronics, furniture, and home furnishings, apparel, jewelry, art, pharmaceuticals, home improvement supplies, hardware, and garden supplies, sporting goods, bicycles, toys, hobby crafts, videos (rental, and sales), music, musical instruments, books, computer hardware and software, antiques, flower shops, greeting card shops, auto parts and similar establishments not specifically addressed elsewhere	Uses up to 15,000 square feet gross floor area	--	P	P	P	
	Uses 15,001 - 30,000 square feet of gross floor area	--	S	P	P	7.02.02(a)
	Uses 30,000 - 60,000 square feet of gross floor area	--	--	S	P	7.02.02(a)
	Uses over 60,000 square feet of gross floor area	--	--	--	S	7.02.02(a)
	Pharmacies with drive-up window	--	S	S	S	7.02.02(b)
Automobile, motorcycle, boat and recreational vehicle sales, new and used		--	--	S	S	7.02.02(c)
Outdoor commercial display, sales or storage		--	S	S	S	7.02.02(d)
<b>Service Uses</b>						
Banquet halls, assembly halls, dance halls, private clubs, fraternal order halls, lodge halls or other similar places of assembly		--	--	P	P	
Business services such as mailing, copying, data processing and retail office supplies		P	P	P	P	
Child care centers, preschool and commercial day care		P	P	P	--	7.02.02(e)
Conference Centers		S	--	S	P	7.02.02(f)
Funeral home or mortuary		S	--	P	--	7.02.02(g)
Bed and breakfast inns, hotels and motels with no more than 25 rooms not including accessory convention/meeting facilities or restaurants These uses may include the residence for the owner/manger's family		--	P	P	P	
Hotels and motels with more than 25 rooms including accessory convention/meeting facilities and restaurants		--	--	P	P	



<b>Table 7.02 Schedule of Commercial Uses</b>						
		<b>OSD</b>	<b>NSD</b>	<b>GCD</b>	<b>RCD</b>	<b>Req.</b>
Laundromats		--	S	P	--	
Personal and business service establishments, performing services on the premises, including: dry cleaning drop-off stations (without on site processing), photographic studios, copy centers, mailing centers, data processing centers, dressmakers and tailors, shoe repair shops, tanning salons, beauty parlors, barber shops, and similar establishments		P	P	P	P	
Dry cleaning drop-off stations with drive-through service		S	S	S	S	7.02.02(b)
Restaurants, taverns, bars, delicatessen, food carryout, coffee shops, and similar establishments serving food or beverages	Standard restaurants and coffee shops, except as provided below	S	P	P	P	
	Restaurants and bars serving alcoholic beverages	S	S	P	P	
	Bars providing dancing and live music	--	--	P	P	
	Restaurants with open front windows	--	S	S	S	7.02.02(i)
	Restaurants with outdoor seating	--	P	P	P	7.02.02(i)
	Drive-through restaurants	--	--	--	S	7.02.02(j)
	Drive-in restaurants	--	--	S	S	7.02.02(j)
	Carry-out restaurants	--	P	P	P	
	Coffee Shop with drive-through	--	--	S	S	7.02.02(j)
Studios of photographers and artists		P	P	P	P	
Tattoo parlors		--	--	P	P	
Tool and equipment rental, excluding vehicles		--	--	P	P	
Kennel, commercial				S	S	7.02.02(h)
Pet day care center				S	S	7.02.02(w)
<b>Auto Service Uses</b>						
Minor auto repair establishment		--	--	S	S	7.02.02(k)
Auto/gasoline service station		--	--	--	S	7.02.02(k)
Automobile wash, automatic or self serve		--	--	S	S	7.02.02(l)
Leasing and rental of automobiles, trucks and trailers		--	--	S	--	
<b>Office Service and Medical Uses</b>						
Adult day care facilities		S	--	S	--	
Banks, credit unions, savings and loan establishments and similar financial institutions	With up to 3 drive-through teller windows	P	S	P	P	7.02.02(m)
	With more than 3 drive-through teller windows	S	--	S	S	7.02.02(m)
	Stand alone automatic drive-up teller machines	--	S	S	S	
Hospitals		S	--	--	--	7.02.02(n)
Offices of non-profit professional, civic, social, political and religious organizations		P	P	P	--	

<b>Table 7.02 Schedule of Commercial Uses</b>						
		<b>OSD</b>	<b>NSD</b>	<b>GCD</b>	<b>RCD</b>	<b>Req.</b>
Medical urgent care facilities, medical centers and clinics		S	--	P	--	
Medical offices of doctors, dentists, optometrists, chiropractors, psychiatrists, psychologists and similar or allied professions, excluding clinics, and urgent care centers	Buildings up to 15,000 square feet of gross floor area	P	P	P	P	
	Buildings over 15,000 square feet of gross floor area	S	S	P	P	
Offices of lawyers, engineers, architects, insurance, and real estate agents, financial consultants, and brokers, advertising offices, accounting, and bookkeeping services, clerical, and stenographic services, sales offices, other types of executive, or administrative offices and similar or allied professions	Buildings up to 15,000 square feet of gross floor area	P	P	P	P	
	Buildings between 15,000 and 55,000 square feet of gross floor area	P	S	P	P	
	Buildings over 55,000 square feet of gross floor area	S	--	P	P	
Veterinary hospitals		S	--	S	S	7.02.02(o)
Veterinary clinics without boarding or overnight care		S	S	S	S	7.02.02(x)
<b>Recreation</b>						
Carnivals, fairs, commercial cider mills and amusement parks		--	--	S	--	7.02.02(p)
Leasing and rental of recreational equipment, including but not limited to boats, canoes, motor homes and jet skis, when accessory to a permitted use		--	S	--	--	
Marinas without boat storage or repair		--	S	--	--	
Motion picture theaters		--	--	P	P	
Public parks and open space		P	P	P	P	
Recreation (outdoor) commercial or private, recreation centers, including children's amusement parks, batting cages, and go-cart tracks		--	--	S	S	7.02.02(q)
Miniature golf courses and driving ranges		--	--	S	S	7.02.02(r)
Recreation (indoor) such as bowling alleys, skating rinks, arcades, indoor golf or softball, indoor shooting/archery ranges		--	--	S	S	7.02.02(s)
Health clubs, fitness centers, gyms and aerobic clubs		S	S	P	P	
<b>Education</b>						
Commercial schools and studios for teaching photography, art, music, theater, dance, martial arts, ballet, etc		S	S	P	P	
Elementary schools, junior and senior high schools and colleges		P	--	--	--	
Dormitories or student apartments accessory to a college		S	--	--	--	
Vocational and technical training facilities		P	--	P	P	
<b>Public/Institutional</b>						
Animal Shelters		--	--	S	S	7.02.02(t)
Bus passenger stations		--	--	S	S	

<b>Table 7.02 Schedule of Commercial Uses</b>					
	<b>OSD</b>	<b>NSD</b>	<b>GCD</b>	<b>RCD</b>	<b>Req.</b>
Churches, temples and similar places of worship and related facilities	S	P	P		
Shelters and rehabilitation centers for philanthropic or non-profit institutions			S	S	7.02.02(u)
Essential public services and structures, not including buildings and storage yards	P	P	P	P	
Essential public buildings	--	--	P	--	
Public/government buildings such as; township/state/county offices, public museums, libraries and community centers	P	P	P	--	
<b>Accessory Uses</b>					
Temporary outdoor sales and Temporary outdoor events	--	P	P	P	7.02.02(v)
Accessory drive-through service not listed above	--	--	S	S	7.02.02(b)
Accessory uses, buildings and structures customarily incidental to any of the above	P	P	P	P	
Accessory fuel storage and use or storage of hazardous materials	--	--	S	S	13.07

(as amended 12/31/06, 3/5/10, 6/2/14, [and 02/11/18](#))

**7.02.02 Use Conditions:** Uses noted above shall only be allowed where the following requirements are complied with:

- (a) Shopping centers and home improvement centers over 15,000 square feet shall comply with the following requirements:
  - (1) The center shall have access to at least one County Primary Road or roadway with a right-of-way of at least eight six (86) feet.
  - (2) The design of the center shall ensure that vehicular circulation patterns will minimize conflicts between vehicles and pedestrians on-site,
  - (3) The impacts of traffic generated by the center on adjacent streets will be mitigated to ensure a level of service D, or maintenance of the current level of service if lower than D, along the site's frontage and nearest signalized intersections.
  - (4) Internal circulation shall be designed such that no intersection includes more than four aisles or drives.
  - (5) Site entrances shall be restricted to three-way movements, with unrestricted inbound movements.
  - (6) Internal drives defined by the ends of aisles shall have raised curbed islands at appropriate locations to define circulation paths and control movements through the parking lot.
  - (7) Loading facilities which serve the commercial establishment in the principal building shall be screened from public view.

- (8) Any building side facing a public street or residential district shall be constructed with brick, split face block or similar decorative material, unless a landscaped berm is approved by the Township.
  - (9) Any outlots shall have access, circulation and parking designed to complement the entire site.
- (b) Accessory drive-through service for uses other than restaurants and banks shall comply with the following requirements:
- (1) The drive-through facility must be attached to the structure.
  - (2) The drive-through service, including any lighting associated therewith shall be screened from adjacent residential land uses such that it will not impact the use and enjoyment of said residential land use.
  - (3) Clear identification and delineation between the drive-through facility and the parking lot shall be provided.
  - (4) Each drive-through facility shall provide an escape lane to allow other vehicles to pass those waiting to be served. The Planning Commission may waive the requirement for an escape lane where it can be demonstrated that such a waiver will not result in an adverse effect on public safety or the convenience of patrons of the facility.
  - (5) There shall be a minimum of three (3) stacking spaces.
  - (6) The drive-through facility shall be located on the side or rear elevation of the building to minimize visibility from the public or private roadway.
  - (7) The number of on-site directional signage shall be limited to two (2) signs meeting the area and location requirements of Article 16.
  - (8) The principal structure shall be setback a minimum of fifty (50) feet from all lot lines and the public right-of-way, unless a greater setback applies.
  - (9) When located in the NSD district, accessory drive-through service windows for pharmacies/drug stores shall be used only for prescription drug pick-up and drop-off. Only one drive-through service lane is permitted for each pharmacy or drug store structure in the NSD district. (as amended 12/31/06)
- (c) Automobile, motorcycle, boat and recreational vehicle sales, new and used shall comply with the following requirements:
- (1) Sale space for used mobile homes, recreational vehicles and boats may only be carried on in conjunction with a regularly authorized new mobile home, recreational vehicle or 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 vehicles shall be permitted in any landscape greenbelt area, provided the Township may permit a display pod for an automobile 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) 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.
- (d) Commercial Outdoor Display Sales or Storage including, but not limited to, sales or storage of: building/lumber supply, contractor's yards, garden/landscape supplies, nurseries, greenhouses, stone, farm implements, automobiles, trucks, recreational vehicles, mobile homes, boats, jet skis, mowing equipment, construction equipment and similar materials or equipment shall comply with the following requirements:
- (1) Minimum lot area shall be one (1) acre.
  - (2) Any stockpiles of soils, fertilizer or similar loosely packaged materials shall be sufficiently covered or contained to prevent dust or blowing of materials.
  - (3) All outdoor storage areas shall be paved with a permanent, durable and dustless surface and shall be graded and drained to dispose stormwater 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.
  - (4) No outdoor storage shall be permitted in any required yard (setback) of buildings for the district in which the commercial outdoor display, sales or storage use is located. Any approved outdoor sales or display within a parking lot shall meet the required parking lot setback; provided the Planning Commission may require additional landscaping screening or ornamental fencing.
  - (5) The site shall include a building of at least five hundred (500) feet of gross floor area for office use in conjunction with the use.
  - (6) All loading and truck maneuvering shall be accommodated on-site.
  - (7) 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.

- (8) The height of all material and equipment stored in an outdoor storage area shall not exceed the height of any landscape screening, wall or fence. Boats and recreational vehicles may exceed the height of the fence provided that they are setback from the fence a distance equal to their height. Storage of materials up to the height of the adjacent building wall may be permitted in the rear yard if it is illustrated on the site plan, the rear yard does not abut a residential district, will not be visible from an expressway and such storage is confined to within twenty (20) feet of the building.
- (e) Child day care shall provide a minimum of fifty (50) square feet of indoor play area for each child cared for. There shall be one hundred (100) square feet of outdoor play area for each child that would be using the play area at any one given time, provided the minimum outdoor play area shall be no less than one thousand (1,000) square feet. The required play area shall be fenced.
- (f) Conference Centers shall comply with the following requirements:
  - (1) The site shall have direct access, via lot frontage or an improved road, to at least one paved arterial roadway (County Primary Road).
  - (2) The location, geometric design and throat depth of site access points, and overall internal site circulation, shall prevent unreasonable traffic congestion on public roadways. The level of service shall not be below "D" for any turning movements for any event. A traffic management program shall be submitted as part of the application.
  - (3) Building height shall not exceed thirty-five (35) feet but may be three (3) stories (i.e. a permitted exception from the maximum number of stories allowed for other buildings in the various zoning districts).
  - (4) Minimum floor area shall be ten thousand (10,000) square feet of usable conference rooms, meeting rooms, banquet rooms and pre-function space.
  - (5) Minimum building and outdoor use areas shall be setback at least one-hundred (100) feet from any property line of residentially zoned and/or seventy-five (75) feet from any other property line. Buffer zones shall be provided as required for "community commercial" uses in Section 12.02. The Planning Commission may reduce the required setbacks by up to fifty percent (50%) where more extensive landscaping or existing features provide an extensive screen.
  - (6) Parking setbacks shall be forty (40) feet in the front yard, twenty-five (25) feet for side and rear yards adjacent to residential uses, and ten (10) feet elsewhere.
  - (7) The proposed building(s) may provide atriums, lobbies, or other public gathering places.
  - (8) The accessory uses, specialty shops, and activity centers shall be customarily incidental to the primary components of the conference center.
  - (9) All uses, except for off-street parking or loading spaces and approved outdoor gathering places (such as courtyards, plazas, etc.) shall be conducted within a completely enclosed building. Sales, display, and outdoor storage of any commodities or storage containers, vehicles or other uses shall be expressly prohibited.

- (10) In addition to other requirements, the Impact Assessment shall describe intended and anticipated number, type and frequency of events that may be expected at the proposed site including hours of operation. Include information about outdoor receptions and the location where they may be held.
- (g) Funeral homes shall comply with the following requirements:
- (1) Minimum lot area shall be one (1) acre and minimum lot width shall be one hundred and fifty (150) feet.
  - (2) An off-street vehicle assembly area shall be provided to be used in support of funeral processions and activities. This area shall be in addition to the required off-street parking and its related maneuvering area.
- (h) Commercial kennels shall comply with the following requirements:
- (1) For kennels housing dogs, the minimum lot size shall be two (2) acres for the first four (4) dogs and an additional one-third (1/3) acre for each one (1) additional dog.
  - (2) Buildings wherein dogs are kept, dog runs, and/or exercise areas shall not be located nearer than five hundred (500) feet to a residential use or property line, two hundred (200) feet from any adjacent ~~principle~~principal building or unit, and shall be setback one hundred and fifty (150) feet to any lot line and/or road right-of-way.
  - (3) Adequate odor control measures shall be implemented so that odor from inside or outside the ~~center~~kennel will not be discernible outside the building.
  - (4) All kennels shall be operated in conformance with all applicable county and state regulations and operated by a licensed operator.
  - (5) Any dog and food waste shall be properly and lawfully disposed of to not create a litter, insect, rodent, vermin or offensive odor nuisance. Approval from the MHOG Utility Authority, the Drain Commissioner and Health Department shall be provided as part of the special use application.
  - (6) The applicant may be required to post a financial guarantee, the amount of which to be determined by the Township board, before a permit is granted or renewed.
  - (7) The application shall include a floor plan for the facility that indicates noise insulation measures.
  - (8) All enclosures for breeding, rearing, shelter, or other uses in connection with harboring of animals, shall be hard surfaces and provided with proper drains for washing with water pressure.
  - (9) The applicant shall provide a waste management plan detailing both indoor and outdoor waste management procedures to ensure animal waste is not discharged to surface or storm water. Outdoor animal areas shall be designated and shall consist of properly maintained lawn, special canine grass or other methods as approved by the Planning Commission following a recommendation by the Township Engineer.

- (10) Such facilities shall be subject to other conditions and requirements necessary to ensure against the occurrence of any possible nuisance (i.e., fencing, sound-proofing, sanitary requirements).
  - (11) Applicants shall submit, at the time of special land use application, a proposed site plan and floor plan and written operating procedures including waste and noise management methods, such as those recommended by the International Boarding and Pet Services Association (IBPSA). These procedures shall be followed for the duration of the business and shall be designed to prevent or control animal behavior that may adversely impact surrounding uses, including loud or excessive barking.
  - (12) All animals shall be kept indoors between the hours of 10:00 PM and 8:00 AM. (as amended (02/11/18))
- (i) Open front restaurant (window service) and restaurants with outdoor seating shall comply with the following requirements:
- (1) All trash containers shall be provided outside. Both recycle bins and trash receptacles shall be provided.
  - (2) For open front restaurants with window service, all signs for an open front window placed on the building shall be flat; and interior signs visible to patrons through glass or an opening shall not exceed twenty-five percent (25%) of that area.
  - (3) Additional parking shall be provided for outdoor seating and standing areas.
  - (4) Outdoor noise shall not be greater than that commonly associated with a restaurant. The Township Board may place restriction on outdoor speakers or hours of operation to control the noise.
  - (5) The Zoning Administrator shall approve a land use permit for any outdoor seating including a sketch plan illustrating seating areas, enclosures/railings, sufficient off-street parking and lighting. (as amended 12/31/06)
- (j) Restaurants or coffee shops with drive-in or drive-through facilities shall comply with the following requirements:
- (1) Principal and accessory buildings shall be setback fifty (50) feet from any adjacent public right of way line or property line.
  - (2) The establishment of a new drive-through restaurant shall require the lot be separated a minimum of five hundred (500) feet from any other lot containing a drive-through restaurant.
  - (3) Only one (1) access shall be provided onto any street.
  - (4) Such restaurants constructed adjacent to other commercial developments shall have a direct vehicular access connection where possible. (as amended 3/5/10)
- (k) Automobile service stations and maintenance establishments (including those accessory to another use) shall comply with the following requirements:



- (1) There shall be a minimum lot area of one (1) acre and minimum lot frontage of two hundred fifty (250) feet.
- (2) Pump islands shall be a minimum of twenty (20) feet from any public right of way or lot line, and at least forty (40) feet from any residential lot line.
- (3) Access driveways shall meet the standards of Article 15; turning movements may be restricted in consideration of traffic conditions. Only one driveway shall be permitted from each street unless the Planning Commission determines additional driveways will be consistent with the purpose of Article 15.
- (4) Where adjoining residentially zoned or used property, a solid fence or wall six (6) feet in height shall be erected along any common lot line. Such fence or wall shall be continuously maintained in good condition. The Planning Commission may approve a landscaped berm as an alternative.
- (5) All repair work shall be conducted completely within an enclosed building. Garage doors shall not face any public roadway except as approved by the Planning Commission under the following circumstances:
  - a. For through garages where doors are provided on the front and rear of the building;
  - b. Garages located on corner or through lots; and,
  - c. Where the Planning Commission determines that a rear garage would have a negative impact on an abutting residential district.

Under these circumstances the Planning Commission may require additional landscape screening above and beyond what is required for street frontage landscaping.
- (6) There shall be no outdoor storage or display of vehicle components and parts, supplies, or equipment or other merchandise, except within an area defined on the site plan approved by the Planning Commission and which extends no more than ten (10) feet beyond the building.
- (7) Storage of wrecked, partially dismantled, or other derelict vehicles is prohibited, unless such storage is required under police or court order. Vehicles shall not be stored outdoors for more than seven (7) days in any thirty (30) day period.
- (8) Storage of gasoline shall be at least four hundred (400) feet from churches, schools or similar public/quasi public places of assembly.
- (9) Below ground fuel storage tanks shall be at least two thousand (2000) feet from any drinking water well serving two or more residential units.
- (10) The design and materials of the canopy shall be compatible with the main building. The proposed clearance of any canopy shall be noted on the site plan. Any signs, logo or identifying paint scheme on the canopy shall be reviewed by the Planning Commission and considered part of the maximum wall sign permitted. Details on the canopy lighting shall be provided to ensure there is no glare on the public streets or

adjacent property, and that lighting levels are in accordance with Section 12.03. Canopy lighting shall be recessed such that the light source cannot be seen from off site.

- (11) The applicant shall submit a Pollution Incidence Protection Plan (PIPP) as part of the Impact Assessment. The PIPP shall describe measures to prevent groundwater contamination caused by accidental gasoline spills or leakage, such as: special check valves, drain back catch basins and automatic shut off valves.
- (12) In the event that an automobile service station use has been abandoned or terminated for a period of more than one (1) year, all underground gasoline storage tanks shall be removed from the premises.
- (13) The establishment of a new automobile service station shall require the lot to be separated a minimum of five hundred (500) feet from any other lot containing an existing automobile service station.

~~(14) Automobile service stations and maintenance establishments shall comply to the requirements of Section 13.07, Hazardous Materials and Fuel Storage. (as amended 2/2/2?)~~

- (l) Automobile washes, automatic or self-service, shall comply with the following requirements:
  - (1) Only one (1) ingress/egress driveway shall be permitted on any single street.
  - (2) Where adjoining a residential district, a solid fence or wall six (6) feet in height shall be erected along any common lot line. Such fence or wall shall be continuously maintained in good condition. The Planning Commission may require landscaping, including a berm, as an alternative.
  - (3) All washing facilities shall be within a completely enclosed building.
  - (4) Vacuuming and drying may be located outside the building, but shall not be in the required front yard and shall be set back at least fifty (50) feet from any residential district.
  - (5) All cars required to wait for access to the facilities shall be provided stacking spaces fully off the street right-of-way which does not conflict with vehicle maneuvering areas to access gasoline pumps or vacuums, and as required Article 14, Parking and Loading-Unloading Standards.
- (m) Banks, credit unions, savings and loan institutions with drive-through facilities shall only be permitted one (1) ingress/egress driveway, or one (1) pair of one-way driveways along any street.
- (n) Hospitals shall comply with the following requirements:
  - (1) Building shall not exceed a height of four (4) stories.
  - (2) Minimum site size shall be twenty (20) acres.

- (3) The proposed site shall have at least one property line abutting a primary road as classified by the Livingston County Road Commission, or along a roadway with a right-of-way of at least eight six (86) feet.
  - (4) Front, side and rear yard minimum setback shall be fifty (50) feet.
  - (5) Parking setback shall be forty (40) feet in the front yard, twenty (20) feet for side and rear yards.
  - (6) Emergency room, ambulance and delivery areas shall be screened from public view with an obscuring wall and/or landscaping a minimum of six (6) feet in height.
  - (7) Auxiliary uses, such as a pharmacy, gift shop, cafeteria, medical office buildings with required parking and similar customary hospital related uses shall be allowed.
- (o) Veterinary hospitals which include overnight stays and/or boarding of animals shall comply with the following requirements:
- (1) The principal accessory building or structure shall be setback seventy five (75) feet from the front property line and fifty (50) feet from all other property lines.
  - (2) All principal use activities shall be conducted within a totally enclosed principal building.
  - (3) The applicant shall provide a waste management plan detailing both indoor and outdoor waste management procedures to ensure animal waste is not discharged to surface or storm water. Outdoor animal areas shall be designated and shall consist of properly maintained lawn, special canine grass or other methods as approved by the Planning Commission following a recommendation by the Township Engineer.
  - (4) Adequate odor control measures shall be implemented so that odor from inside or outside the ~~center~~veterinary hospital will not be discernible outside the building.
  - (5) Applicants shall submit, at the time of special land use application, a proposed site plan and floor plan and written operating procedures including waste and noise management methods, such as those recommended by the International Boarding and Pet Services Association (IBPSA). These procedures shall be followed for the duration of the business and shall be designed to prevent or control animal behavior that may adversely impact surrounding uses, including loud or excessive barking. (as amended ~~(2/2/2021/18)~~02/11/18)
- (p) Carnivals, fairs, commercial cider mills and amusement parks shall comply with the following requirements:
- (1) Minimum lot size shall be ten (10) acres.
  - (2) A site plan shall be provided clearly defining activity areas using fences, buildings, walkways or other suitable barriers.
  - (3) All buildings, structures and parking shall be at least three hundred (300) feet from any dwelling unit excluding any dwelling unit on the site.

- (4) The Township Board may require placement of a six (6) foot high fence around all or part of the site.
  - (5) Access shall be provided onto a primary road, as designated by the Livingston County Road Commission. Access shall be controlled, with capability to accommodate at least three (3) lanes of ingress traffic. At least three hundred (300) feet on stacking (queuing) area shall be provided on site before parking fee collection.
  - (6) The amount of on-site parking shall be deemed sufficient.
  - (7) Maximum coverage by buildings and structures shall be twenty percent (20%).
  - (8) The Township Board may require posting of a performance bond or other form of financial guarantee. The bond shall be in an amount determined by the Board as necessary to cover any potential damage or clean-up on the site or adjacent properties.
  - (9) The Township Board may establish limits on hours of operation, time limits on validity of special use permit, or any other measures deemed necessary to minimize negative impacts on nearby uses and traffic operations along public streets.
  - (10) Prior to issuance of a Special Land Use Permit, the applicant shall provide evidence of public liability insurance and property damage insurance to cover potential liability for death or injury to persons, or damage to property, which may result from the conduct of the activity.
- (q) Commercial Outdoor Recreation Establishments (excluding golf related uses) shall comply with the following requirements:
- (1) Such uses shall include, but need not be limited to, the following: recreational fields, rinks or courts, including football, softball, soccer, tennis, basketball, ice skating, and similar activities, swimming pools open to the general public or operated by a private non-profit organization, archery and shooting ranges, animal racing, go-cart, automobile or motorcycle tracks, music concert pavilions and band shells, amusement parks and uses accessory to the above uses, such as refreshment stands, retail shops selling items related to the above uses, maintenance buildings, office for management functions, spectator seating and service areas, including locker rooms and rest rooms.
  - (2) The site shall be adequate to accommodate the intended use(s), parking and adequate buffer areas without significant impact on nearby properties in terms of noise, traffic, lighting glare, views, odors, trespassing, dust or blowing debris, as determined by the Planning Commission. The applicant shall provide documentation the site size is adequate using national facility standards.
  - (3) The site shall be located on a paved street which is classified as a Primary Route by the Livingston County Road Commission.
  - (4) No building or spectator seating facility shall be located within one hundred (100) feet of a property line.
  - (5) The site shall be periodically cleared of debris.

- (r) Golf Driving Ranges, Miniature Golf Courses shall comply with the following requirements:
- (1) All traffic ingress and egress shall be from a Primary Road, as classified by the Livingston County Road Commission.
  - (2) Any lot line abutting a residential district shall provide a fifty (50) foot wide, landscaped buffer zone A, as defined in Section 12.02.
  - (3) A minimum twenty (20) foot wide greenbelt, as described in Section 12.02, shall be provided along any public street or highway.
  - (4) Site size shall be adequate to retain all golf balls within the site by means of a fence no more than six (6) feet high.
  - (5) The Planning Commission may restrict the hours of operation in consideration of the adjacent land uses and zoning.
- (s) Indoor commercial recreation: (bowling alleys, ice arenas, skating rinks, etc.) shall comply with the following requirements:
- (1) The principal and accessory buildings and structures shall be not be located within one-hundred (100) feet of any residential district or permitted residential use.
  - (2) All uses shall be conducted completely within a fully enclosed building.
- (t) Animal shelters shall comply with the following requirements:
- (1) Buildings wherein dogs are kept, dog runs, and/or exercise areas shall not be located nearer than five hundred (500) feet to a residential use or property line, two hundred (200) feet from any adjacent ~~principle~~principal building or unit, and shall be setback one hundred and fifty (150) feet to any lot line and/or road right-of-way.
  - (2) Adequate odor control measures shall be implemented so that odor from inside or outside the ~~animal shelter center~~ will not be discernible outside the building.
  - (3) All shelters shall be operated in conformance with all applicable county and state regulations and operated by a licensed operator.
  - (4) Any dog and food waste shall be properly and lawfully disposed of to not create a litter, insect, rodent, vermin or offensive odor nuisance. Approval from the MHOG Utility Authority, Drain Commissioner and Health Department shall be provided as part of the special use application.
  - (5) The applicant shall provide a waste management plan detailing both indoor and outdoor waste management procedures to ensure animal waste is not discharged to surface or storm water. Outdoor animal areas shall be designated and shall consist of properly maintained lawn, special canine grass or other methods as approved by the Planning Commission following a recommendation by the Township Engineer.
  - (6) The applicant may be required to post a financial guarantee, the amount of which to be determined by the Township board, before a permit is granted or renewed.

- (7) The application shall include a floor plan for the facility that indicates noise insulation measures.
  - (8) All enclosures for breeding, rearing, shelter, or other uses in connection with harboring of animals, shall be hard surfaces and provided with proper drains for washing with water pressure.
  - (9) Such facilities shall be subject to other conditions and requirements necessary to ensure against the occurrence of any possible nuisance (i.e., fencing, sound-proofing, sanitary requirements).
  - (10) Applicants shall submit, at the time of special land use application, a proposed site plan and floor plan and written operating procedures including waste and noise management methods, such as those recommended by the International Boarding and Pet Services Association (IBPSA). These procedures shall be designed to prevent or control animal behavior that may adversely impact surrounding uses, including loud or excessive barking. (as amended ~~(2/2/2)~~(02/11/18))
- (u) Shelters and rehabilitation centers for philanthropic or non-profit institutions shall comply with the following requirements:
    - (1) The center shall have access to at least one County Primary Road, State Trunkline or roadway with a right-of-way of at least eight six (86) feet.
    - (2) The site shall not be located within five hundred (500) feet of a residential zoning district. (as amended 12/31/06)
  - (v) Temporary outdoor sales and Temporary outdoor events may be permitted on the same lot with a developed permitted use and shall comply with the following conditions:
    - (1) The total of all such uses on any given lot shall be allowed for a combined total of a maximum of twenty-eight (28) days during a calendar year.
    - (2) There shall be no outside vendors. Merchandise sold or service provided shall be that of the regular use in the principal building of the site. Proof of tenant occupancy in the principal building shall be provided to the satisfaction of the Zoning Administrator.
    - (3) All such uses shall be contained on-site and shall not have an adverse impact on adjacent properties or the surrounding neighborhood. Parking shall be provided on-site and shall not exceed parking and/or occupancy loads.
    - (4) Such uses shall not occupy or utilize the street right-of-way nor block traffic movement on the street, and shall not interfere with pedestrian's use of the sidewalks. Available sanitation facilities must be adequate to meet the requirements of the expected attendance and any temporary facilities shall be approved for use by the Livingston County Health Department. Traffic and dust control measures shall be utilized as deemed necessary by the Zoning Administrator throughout the duration of the sale or event.

- (5) In addition to being subject to Genoa Township Ordinances, such uses shall be subject to all other applicable law, rules, and regulations including but not limited to the Livingston County Sanitary Code, the regulations of the Livingston County Health Department, Building Department, Road Commission, Drain Commission, Sheriff's Department and the Brighton Area Fire Authority, as applicable. The applicant shall allow for inspections by Township officials, the Brighton Area Fire Authority and all other public agencies having jurisdiction.
  - (6) The applicant shall submit and obtain the Zoning Administrator's approval of a Land Use Permit for each Temporary outdoor sale and/or Temporary outdoor event prior to each such use. The application for Land Use Permit shall include a site plan illustrating location of structures and sale/event areas (with setbacks), sufficient off-street parking, means of ingress/egress, location of utilities, fire lanes, proposed and existing lighting and signs prior to initiation of such activity.
  - (7) The use of any sound system shall be controlled so as not to become a nuisance to adjacent properties and shall comply with the Township Noise Ordinance.
  - (8) Failure to comply with any of the standards within this section shall constitute grounds for immediate termination of the Land Use Permit for the temporary sale and/or event.
  - (9) The restrictions set forth herein shall be enforceable except to the extent pre-empted by state law.
- (w) Pet Daycare Centers (as differentiated from Kennels, which commonly have outdoor runs and are primarily operated for purposes of sheltering, boarding, impounding, keeping or breeding of animals with minimal social interaction among animals), including retail sale of dog care products, grooming, overnight boarding, and outdoor play area, provided the following conditions are met:
- (1) Hours of operation open to the public are limited to twelve (12) hours per day and shall not extend later than 7 p.m.
  - (2) There shall not be individual, outdoor dog runs.
  - (3) Walls, partitions and floor/ceilings assemblies separating dog daycare facilities from adjacent uses shall adequately soundproofed with a sound transmission class over sixty (60) and shall be constructed so that there will be no emission of noise detrimental to surrounding properties. The applicant shall provide a noise impact study performed by a certified acoustical engineer to ensure the noise levels produced by the pet daycare use will not exceed fifty ~~orty~~ five (5045) decibels above ambient noise at the outside of an exterior wall or at the opposite side of a common interior wall. The study shall also confirm compliance ~~empty~~ with the Township Noise Ordinance in regard to noise levels at the property line.
  - (4) The number of pets cared for at any one time shall not exceed one (1) pet per one hundred (100) square feet of gross floor area, which is subject to discretionary review by the Planning Commission.

- (5) Overnight boarding of pets shall be an accessory use to the daycare center. The length of stay for boarded animals shall be limited to fourteen (14) consecutive days, and no outdoor boarding shall be permitted.
- (6) Adequate odor control measures shall be implemented so that odor from inside or outside the pet daycare center will not be discernible outside the building or unit.
- (7) Any outdoor play area shall be attached to the center and shall be setback a minimum of three hundred (300) feet from the nearest residential use.
- (8) The outdoor play area for the pets shall be surrounded with a masonry wall or other material that is aesthetically compatible in terms of material, color and finish with the principal and surrounding buildings. Said wall shall be at least six (6) feet in height and maintained in good condition at all times. Failure to maintain the wall in its original condition shall be considered a violation of the site plan approval.
- (9) Any outdoor play area is for periodic use only, and pets shall not be allowed to access the outdoor play area on their own. Not more than fifteen (15) pets shall be permitted in the outdoor play area at any one time. While in the outdoor play area, dogs shall be escorted and supervised by a dog handler who will be responsible for preventing or quickly suppressing any dog behavior that may adversely impact surrounding uses, including loud or excessive barking.
- (10) The applicant shall provide a waste management plan detailing both indoor and outdoor waste management procedures to ensure animal waste is not discharged to surface or storm water. Outdoor animal areas shall be designated on the plan and shall consist of properly maintained lawn, special canine grass or other methods with an appropriate drainage system to control surface run-off. The outdoor area surface shall be approved by the Planning Commission following a recommendation by the Township Engineer. The outdoor play area must be maintained in a clean, sanitary manner, and adequate odor control measures shall be implemented so that odor will not be discernible beyond the area. Solid pet waste in the outdoor play area must be promptly picked up.
- (11) Any pet and food waste shall be properly and lawfully disposed of to not create a litter, insect, rodent, vermin or offensive odor nuisance. Approval from the Utility Authority, Drain Commissioner and Health Department shall be provided as part of the special use application.
- (12) The applicant shall demonstrate the proposed drop-off/pick-up pattern and shall provide one (1) parking space for each staff member and one (1) space for each 5 animals permitted at the daycare.
- (13) Applicants shall submit, at the time of special land use application, a proposed site plan and floor plan and written operating procedures including waste and noise management methods, such as those recommended by the International Boarding and Pet Services Association (IBPSA). These procedures shall be followed for the duration of the business and shall be designed to prevent or control animal behavior that may adversely impact surrounding uses, including loud or excessive barking.  
(as amended 02/11/18)



- (x) Veterinary Clinic (as differentiated from Veterinary Hospital, which commonly has animal boarding or overnight in-patient animal care) provided the following conditions are met:
- (1) A site plan shall be provided as part of the Land Use Permit application showing a dedicated outdoor animal area. Outdoor animal areas shall consist of properly maintained lawn, special canine grass or other methods with an appropriate drainage system to control surface run-off. The outdoor area surface shall be approved by the Planning Commission following a recommendation by the Township Engineer. The outdoor area must be maintained in a clean, sanitary manner, and adequate odor control measures shall be implemented so that odor will not be discernible beyond the area. Solid pet waste in the outdoor area must be promptly picked up.
  - (2) Applicants shall submit, at the time of land use application, a proposed site plan and floor plan and written operating procedures including waste and noise management methods. The waste management plan shall detail both indoor and outdoor waste management procedures to ensure animal waste is not discharged to surface or storm water. These procedures shall be followed for the duration of the business and shall be designed to prevent or control animal behavior that may adversely impact surrounding uses, including loud or excessive barking. (as amended (02~~2~~/11~~2~~/18~~2~~))

(as amended (~~2~~/~~2~~/02/11/18))

DRAFT

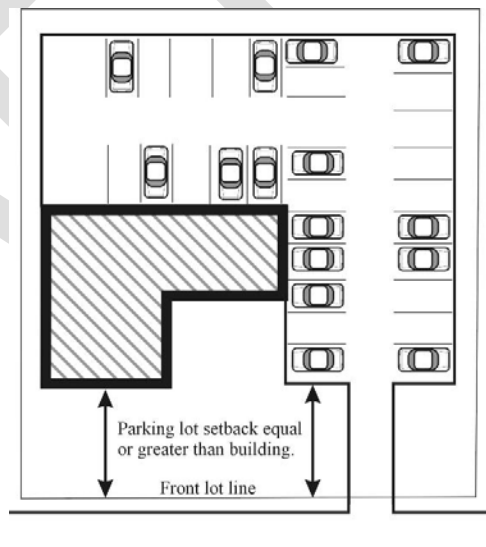
**Sec. 7.03 DIMENSIONAL STANDARDS**

7.03.01 **Commercial Schedule of Area and Bulk Requirements.** All lots, buildings, structures and parking areas shall comply with the area height and bulk requirements in Table 7.03.01:

Table 7.03.01 DIMENSIONAL STANDARDS – COMMERCIAL DISTRICTS								
District	Min. Lot Area <sup>(a)</sup>	Min. Lot Width <sup>(a)(b)(c)</sup>	Minimum Yard Setbacks – <sup>(d)(e)(f)</sup>				Max. Lot Coverage <sup>(o)</sup>	Max. Height <sup>(k)</sup>
			Front Yard <sup>(g)(h)(i)(j)</sup>	Side Yard <sup>(l)</sup>	Rear Yard <sup>(m)</sup>	Parking Lot		
Neighborhood Service District (NSD)	1 Acre	100 ft.	70 ft. 35 ft. if no parking in the front yard	10 ft. each side	40 ft.	10 ft.	Governed by setbacks	20 ft. one story
Office Service District (OSD)	1 Acre	100 ft.	70 ft. 35 ft. if no parking in the front yard	20 ft. each side	40 ft.	20 ft. 10 ft. side and rear	35% bldg. 60% impervious surface	35 ft. 2.5 stories
General Commercial District (GCD)	1 Acre	150 ft.	70 ft. 35 ft. if no parking in the front yard	15 ft. each side	50 ft.	20 ft. 10 ft. side and rear	35% bldg 75% impervious surface	35 ft. 2 stories
Regional Commercial District (RCD)	2 Acres	200 ft. <sup>(n)</sup>	70 ft. 35 ft. if no parking in the front yard	20 ft. each side	50 ft.	20 ft. 10 ft. side and rear	35% bldg 75% impervious surface	45 ft. 3 stories
Planned Unit Development (PUD)	See Article 10, Planned Unit Development Districts. Setbacks from perimeter of property shall be consistent with the standards of the underlying zoning district. Internal setbacks shall be determined during the PUD review process.							

7.03.02 Footnotes to Table 7.03.01:

- (a) **Lot Area with Shared Access:** The lot area and width may be reduced to 20,000 square feet and 80 foot lot width for sites that have shared driveways and service drive connections with adjacent lots/uses and all access management requirements of Section 15.06 are complied with.
- (b) **Lot Width:** Minimum lot width is measured at the required front yard setback distance from right-of-way. Measurement for flag shaped lots shall be at the point where the narrow access strip joins the larger section of the lot, as determined by the Zoning Administrator.
- (c) **Depth to Width Ratio:** Lot depth shall be no greater than four (4) times the width.
- (d) **Landscape Buffers:** See landscape buffer zone and screening requirement in section 12.02 based on adjacent zoning.
- (e) **Natural Features Setback:** All structures shall be setback a minimum of twenty five (25) feet from an MDEQ regulated wetland and seventy (70) feet from the shoreline of a lake.
- (f) **Projections into Yards:** Projections into required yards are permitted for certain architectural features as described in section 11.01.04.
- (g) **Front Yard Setback Reduction:** The reduced front yard setback is allowed for sites that do not have parking in the front yard. The parking lot, including parking spaces and drive aisles must be located in the rear yard or the side yard where the parking lot is located no closer to the front lot line than the front wall of the building, with the exception of driveways providing access from the road and service drives or frontage roads providing cross-access to adjacent lots. (as amended 12/31/06)
- (h) **Use of Front Yard:** Except for necessary drives, walks and approved signs, or as authorized by Special Land Use, the required front yard shall not be used for loading, storage or accessory structures. (as amended 3/5/10)
- (i) **Landscape Greenbelt:** The front yard shall include a landscaped greenbelt as required by section 12.02.
- (j) **Detention Ponds:** Detention ponds shall be prohibited in the front yard, unless the Township Engineer determines there is no reasonable alternative due to existing topography and natural drainage problems.
- (k) **Exceptions to Height Limitations:** See exceptions to maximum height required for mechanical equipment; cornices; spires; cupolas; for institutional uses etc. in section 11.01.05.
- (l) **Side Yard Setback:** Where the building is connected to a building on an adjoining lot by an approved fire wall, the required side yard on the common side may be reduced to zero (0) feet.
- (m) **Rear Yard Setback:** The setback may be reduced to not less than twenty-five (25) feet by the Planning Commission if a wall or landscaped berm is provided to screen loading



areas, and the rear of the building has the same architectural character and materials as the front and side.

- (n) **Access Spacing:** Access points shall be at least 600 feet from a signalized intersection or expressway interchange ramps provided the spacing may be modified by the Township, with input from road agency staff, to minimize conflicts with traffic operations at intersections or existing access points.
- (o) **Impervious surface:** Impervious surface shall be determined as the total ground square footage of the building footprint plus the total of all paved surfaces.

#### **Sec. 7.04 ADDITIONAL SITE DEVELOPMENT STANDARDS**

7.04.01 All Permitted and Special Land Uses shall comply with all applicable provisions of this Zoning Ordinance including those listed below.

- (a) Article 11, General Provisions, shall be adhered to for general dimensional standards, calculation of (buildable) lot area, access to dedicated streets, projections into yards, supplementary height regulations, principal building, structure or use, determination of "similar uses", changes in tenancy/ownership, voting place, temporary buildings and structures, open storage, parking and repair of vehicles, essential public services, wireless communication facilities, fences, walls and screens, reception antennas and towers and wind energy conversion systems. (as amended 3/5/10)
- (b) Article 12, Site Development Regulations, shall be adhered to for commercial, office and industrial architecture, greenbelts, landscape materials and screening, exterior lighting, waste receptacles and non-motorized pathways and sidewalks.
- (c) Article 13, Environmental Protection Regulations, shall be adhered to for, clearing of woodlands and earth changes prior to development, wetland protection standards, floor drains, stormwater management and performance standards. (as amended 12/31/06)
- (d) Article 14, Parking and Loading-Unloading Standards, shall be adhered to for all non-single family residential parking.
- (e) Article 15, Access Management and Private Road Standards, shall be adhered to for all commercial driveways, shared driveways and private roads.
- (f) Article 16, Sign Standards, shall be adhered to for all signage.
- (g) Article 18, Site Plan Review and Impact Statement, shall be adhered to for the submission, review and approval of site plans for non-single family residential uses.
- (h) Article 19, Special Land Uses, shall be adhered to for the submission, review and approval of all special land uses.
- (i) Article 20, Land Divisions, shall be adhered to for all applications to divide land. Where a subdivision plat is required, the requirements of the Township Subdivision Control Ordinance shall be followed.



# Livingston County Department of Planning

January 18, 2018

Kathleen J. Kline-Hudson  
AICP, PEM  
Director

Robert A. Stanford  
AICP, PEM  
Principal Planner

Scott Barb  
AICP, PEM  
Principal Planner

Genoa Charter Township Board of Trustees  
c/o Polly Skolarus, Township Clerk  
Genoa Charter Township Hall  
2911 Dorr Road  
Brighton, MI 48116

**Re: County Planning Commission Review of Genoa Charter Township  
Zoning Ordinance Amendment: Z-03-18**

Dear Board Members:

The Livingston County Planning Commission met on Wednesday, January 17, 2018 and reviewed the zoning text amendment referenced above. The County Planning Commissioners made the following recommendation:

### **Z-03-18 Approval.**

The proposed text amendments related to animal services and businesses appear to be well researched and well written. County Planning Staff urge Genoa Charter Township to consider the minor revisions and observations noted by staff in this review.

Copies of the staff review and Livingston County Planning Commission meeting minutes are enclosed. Please do not hesitate to contact our office should you have any questions regarding county actions.

#### Department Information

Administration Building  
304 E. Grand River Avenue  
Suite 206  
Howell, MI 48843-2323

(517) 546-7555  
Fax (517) 552-2347

Web Site  
[co.livingston.mi.us](http://co.livingston.mi.us)

Sincerely,

Kathleen J. Kline-Hudson, Director

Enclosures

c: Doug Brown, Chair Genoa Charter Township Planning Commission  
Kelly VanMarter, Assistant Township Manager/Community Development  
Director, Genoa Charter Township

Meeting minutes and agendas are available at:  
<http://www.livgov.com/plan/Pages/agendas.aspx>



# Livingston County Department of Planning

**LIVINGSTON COUNTY PLANNING COMMISSION MEETING**  
**Wednesday, January 17, 2018 – 6:30 p.m.**  
Administration Building, Board of Commissioners Chambers  
304 East Grand River, Howell, MI 48843

## Agenda

**Kathleen J. Kline-Hudson**  
**AICP, PEM**  
**Director**

**Robert A. Stanford**  
**AICP, PEM**  
**Principal Planner**

**Scott Barb**  
**AICP, PEM**  
**Principal Planner**

1. Call To Order
2. Pledge of Allegiance
3. Roll and Introduction of Guests
4. Approval of Agenda – January 17, 2018
5. Approval of Meeting Minutes – December 20, 2017
6. Call to the Public
7. Zoning Reviews
  - a. Z-01-18 Marion Township – DEFERRED to February 21 meeting due to inaccurate timing between posting and public hearing
  - b. Z-02-18 Marion Township – DEFERRED to February 21 meeting due to inaccurate timing between posting and public hearing
  - c. Z-03-18 Genoa Charter Township, Zoning Ordinance Amendment, Article 7 Commercial and Service Districts (OSD, NSD, GCD, RCD)
8. Old Business
  - a. Distribution of 2017 Constitution And By-Laws Of The Livingston County Planning Commission
  - b. Visits to Local Planning Commission meetings – Hamburg Township, Joint Meeting of the Township Board and Planning Commission, February 28, 2018, 7:00 p.m.
9. New Business
10. Reports
  - a. County Planning Staff Report
11. Commissioners Heard and Call to the Public
12. Adjournment

### Department Information

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●  
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Web Site  
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**LIVINGSTON COUNTY PLANNING COMMISSION  
MEETING MINUTES**

**DRAFT – January 17, 2018**

**6:30 p.m.**

**304 E. Grand River Ave., Howell, Michigan**

<b>PLANNING COMMISSION</b>		
<b>COMMISSIONERS PRESENT:</b>	<b>BRIAN PROKUDA JEANNE CLUM BILL ANDERSON</b>	<b>LAURA ABRAMSON MATT IKLE JAMES SPARKS</b>
<b>COMMISSIONERS ABSENT:</b>	<b>MIKE HUBERT</b>	
<b>STAFF PRESENT:</b>	<b>KATHLEEN KLINE-HUDSON ROB STANFORD</b>	<b>SCOTT BARB</b>
<b>OTHERS PRESENT:</b>	<b>KELLY VANMARTER – GENOA TOWNSHIP ASSISTANT TOWNSHIP MANAGER/COMMUNITY DEVELOPMENT DIRECTOR</b>	<b>BRUCE POWELSON – MARION TOWNSHIP PLANNING COMMISSION</b>
	<b>DR. MICHELLE BRADFORD – REPRESENTING GENOA TOWNSHIP PROPOSED AMENDMENTS</b>	

1. **CALL TO ORDER:** Meeting was called to order by Commissioner Prokuda at 6:30 PM.
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL AND INTRODUCTION OF GUESTS:**
4. **APPROVAL OF AGENDA**

**Commissioner Action: IT WAS MOVED BY COMMISSIONER ANDERSON TO APPROVE THE AGENDA AS AMENDED DATED JANUARY 17, 2018, SECONDED BY COMMISSIONER SPARKS.**

**All in favor, motion passed.**

5. **APPROVAL OF MINUTES**

**Commissioner Action: IT WAS MOVED BY COMMISSIONER CLUM TO APPROVE THE MINUTES OF THE PLANNING COMMISSION MEETING DATED DECEMBER 20, 2017, SECONDED BY COMMISSIONER ANDERSON.**

**All in favor, motion passed.**

6. **CALL TO THE PUBLIC:** None.

7. **ZONING REVIEWS**

- A. **Z-01-18: MARION TOWNSHIP - Amendments to Zoning Ordinance Articles - DEFERRED to February 21 meeting due to inaccurate timing between posting and public hearing.**
- B. **Z-02-18: MARION TOWNSHIP - Amendments to Zoning Ordinance Articles - DEFERRED to February 21 meeting due to inaccurate timing between posting and public hearing.**
- C. **Z-03-18: GENOA TOWNSHIP, ZONING ORDINANCE AMENDMENTS - Amendments to Zoning Ordinance Articles - Article 7 Commercial and Service Districts (OSD, NSD, GCD, RCD)**

The Genoa Charter Township Planning Commission proposes several amendments to Article 7 of the Genoa Charter Township Zoning Ordinance. The majority of proposed amendments regard animal-related services and businesses. A Genoa Charter Township comparison table of animal-related uses is attached as a quick reference guide.

The impetus for these amendments was an inquiry to Township Staff regarding veterinary clinics and pet day care. Township Staff and the Township Planning Consultant determined that current Genoa Charter Township Zoning Ordinance regulations do not thoroughly address animal-related services and businesses; therefore the following proposed amendments were drafted. Prior to drafting these proposed zoning ordinance amendments; information and comments were obtained from nearby communities such as Bloomfield Township and Farmington Hills, as well as the animal practitioners who made the original inquiry about Genoa Township zoning regulations.

**Township Planning Commission Recommendation: Approval.** The Genoa Charter Township Planning Commission recommended Approval of the Zoning Ordinance Text amendments to Article 7 at their December 12, 2017 meeting.

**Staff Recommendation: Approval.** The proposed text amendments related to animal services and businesses appear to be well researched and well written. County Planning Staff urge Genoa Charter Township to consider the minor revisions and observations noted by staff in this review.

**Commission Discussion:** Commissioner Sparks stated that the ordinance language pertaining to commercial kennels uses the word 'Principle' instead of 'Principal'. Commissioner Abramson inquired about the definition of "pet" with regard to these amendments, and if these uses apply to all animals. Commissioner Clum appreciated the caution and concern lent to the issue of barking dogs and proximity to residential uses in the proposed amendments. Commissioner Prokuda inquired as to whether there were related issues in the township which made the township develop these amendments. Commissioner Prokuda inquired as to whether there would be any non-conforming uses created as a result of these amendments. Kelly VanMarter, Genoa Township Assistant Township Manager/Community Development Director, stated that it would be the decision of a business owner to determine if they could accommodate a certain animal. She also stated that there would be no non-conforming uses created. Commissioner Ikle inquired as to what would happen if a vet clinic were to transition to a vet hospital because of the difference in the ability to board an animal. Kelly VanMarter stated that situation would constitute a major revision to the special use and that the petitioner would have to take additional steps under the township special use ordinance in order to be in compliance.

**Public Comment:** None.

**Commissioner Action:**

**Commissioner Action: IT WAS MOVED BY COMMISSIONER ANDERSON TO RECOMMEND APPROVAL. SECONDED BY COMMISSIONER IKLE.**

**Motion passed: 6-0**



**8. OLD BUSINESS**

**a. Distribution of 2017 Constitution And By-Laws of the Livingston County Planning Commission:**

Director Kline-Hudson obtained an approval signature from Commissioner Clum and distributed the completed update to the Livingston County Planning Commission By-Laws to each Commission member.

**b. Visits to Local Planning Commission meetings:**

**Hamburg Township, Joint Meeting of the Township Board and Planning Commission, February 28, 2018, 7:00 PM.**

Commissioners Anderson and Prokuda will accompany Director Kline-Hudson to this meeting.

**9. NEW BUSINESS: None.**

**10. REPORTS**

**a. County Planning Staff Reports**

Director Kline-Hudson distributed and explained Phase I construction drawings for Fillmore County Park.

**11. COMMISSIONERS HEARD AND CALL TO THE PUBLIC**

Commissioner Sparks inquired about Commissioner Hubert and his position on the Planning Commission. Director Kline-Hudson stated that the County has yet to receive anything official from him regarding his position on the Planning Commission.

**12. ADJOURNMENT**

**Commissioner Action: IT WAS MOVED BY COMMISSIONER SPARKS TO ADJOURN THE MEETING AT 7:10 P.M., SECONDED BY COMMISSIONER ABRAMSON.**

**All in favor, motion passed.**



# Livingston County Department of Planning

## MEMORANDUM

**TO:** Livingston County Planning Commissioners and the Genoa Charter Township Board of Trustees

**FROM:** Kathleen Kline-Hudson, Director

**DATE:** January 10, 2018

**SUBJECT:** Z-03-18  
Article 7 Commercial and Service Districts (OSD, NSD, GCD, RCD)

Kathleen J. Kline-Hudson  
AICP, PEM  
Director

Robert A. Stanford  
AICP, PEM  
Principal Planner

Scott Barb  
AICP, PEM  
Principal Planner

The Genoa Charter Township Planning Commission proposes several amendments to Article 7 of the Genoa Charter Township Zoning Ordinance. The majority of proposed amendments regard animal-related services and businesses. A Genoa Charter Township comparison table of animal-related uses is attached as a quick reference guide.

The impetus for these amendments was an inquiry to Township Staff regarding veterinary clinics and pet day care. Township Staff and the Township Planning Consultant determined that current Genoa Charter Township Zoning Ordinance regulations do not thoroughly address animal-related services and businesses; therefore the following proposed amendments were drafted. Prior to drafting these proposed zoning ordinance amendments; information and comments were obtained from nearby communities such as Bloomfield Township and Farmington Hills, as well as the animal practitioners who made the original inquiry about Genoa Township zoning regulations.

A summary of the proposed amendments are contained in this review. Proposed additions to existing text are noted in **bold red underline**, deletions in ~~strikethrough~~, and staff comments are noted in ***bold, italic underline***.

### Article 7, Table 7.02 Schedule of Commercial Uses

- Under the existing use "Kennel, commercial", the Regional Commercial District (RCD) was added as a district in which the use is allowed with a special use permit (already allowed as a special use in the General Commercial District GCD).
- The use "Pet day care center" was added and this use is allowed as a special land use in GCD and RCD.
- The existing use of "Veterinary clinics, veterinary hospitals and related offices" was split into two uses – 1.) Veterinary hospitals (allowed as a special use in the Office Service District /OSD, GCD and RCD); and 2.) Veterinary clinics without boarding or overnight care (allowed as a special use in the OSD, Neighborhood Services District /NSD, GCD and RCD).
- Under the existing use "Animal Shelters", the Regional Commercial District (RCD) was added as a district in which the use is allowed with a special use permit (already allowed as a special use in the General Commercial District/GCD).

**County Planning Staff Comments: Pet day care center is not currently defined in Article 25 of the Zoning Ordinance. This definition should be added.**

#### Department Information

Administration Building  
304 E. Grand River Avenue  
Suite 206  
Howell, MI 48843-2323

(517) 546-7555  
Fax (517) 552-2347

Web Site  
livgov.com



**Article 7, Section 7.02.02 Use Conditions**

Many of the following new use conditions (noted in red) are repeated in each of the other animal-related use condition sections.

**(h) Commercial kennels shall comply with the following requirements:**

- (1) For kennels housing dogs, the minimum lot size shall be two (2) acres for the first four (4) dogs and an additional one-third (1/3) acre for each one (1) additional dog.
- (2) Buildings wherein dogs are kept, dog runs, and/or exercise areas shall not be located nearer than ~~one hundred and fifty (150) feet to any lot line and two hundred (200) feet from the road right-of-way~~ five hundred (500) feet to a residential use or property line, two hundred (200) feet from any adjacent principle building or unit, and shall be set back one hundred and fifty (150) feet to any lot line and/or road right-of-way.
- (3) Adequate odor control measures shall be implemented so that odor from inside or outside the center will not be discernible outside the building.
- (4) All kennels shall be operated in conformance with all applicable county and state regulations and operated by a licensed operator.
- (5) Any dog and food waste shall be properly and lawfully disposed of to not create a litter, insect, rodent, vermin or offensive odor nuisance. Approval from the Utility Authority, the Drain Commissioner and Health Department shall be provided as part of the special use application.
- (6) The applicant may be required to post a financial guarantee, the amount of which to be determined by the Township Board, before a permit is granted or renewed.
- (7) The application shall include a floor plan for the facility that indicates noise insulation measures.
- (8) All enclosures for breeding, rearing, shelter, or other uses in connection with harboring of animals, shall be hard surfaces and provided with proper drains for washing with water pressure.
- (9) The applicant shall provide a waste management plan detailing both indoor and outdoor waste management procedures to ensure animal waste is not discharged to surface or storm water. Outdoor animal areas shall be designated and shall consist of properly maintained lawn, special canine grass or other methods as approved by the Planning Commission following a recommendation by the Township Engineer.
- (10) Such facilities shall be subject to other conditions and requirements necessary to ensure against the occurrence of any possible nuisance (i.e., fencing, sound-proofing, sanitary requirements).



- (11) Applicants shall submit, at the time of special land use application, a proposed site plan and floor plan and written operation procedures, including waste and noise management methods, such as those recommended by the International Boarding and Pet Services Association (IBPSA). These procedures shall be followed for the duration of the business and shall be designed to prevent or control animal behavior that may adversely impact surrounding uses, including loud or excessive barking.
- (12) All animals shall be kept indoors between the hours of 10:00 PM and ~~6:00 AM~~ 8:00 AM.

**County Planning Staff Comments: In item (3) the word 'center' should be changed to 'kennel' to make it more applicable to this section. County Planning Staff was uncertain about the reference to "Utility Authority" in Item (5.); Genoa Township Staff explained that this refers to MHOG and they will clarify this reference in the language of Use Condition (h.)**

**(o) Veterinary hospitals which include overnight stays and/or boarding of animals shall comply with the following requirements:**

- (1.) The principal accessory building or structure shall be setback seventy five (75) feet from the front property line and fifty (50) feet from all other property lines.
- (2.) All principal use activities shall be conducted within a totally enclosed principal building.
- (3.) The applicant shall provide a waste management plan detailing both indoor and outdoor waste management procedures to ensure animal waste is not discharged to surface or storm water. Outdoor animal areas shall be designated and shall consist of properly maintained lawn, special canine grass or other methods as approved by the Planning Commission following a recommendation by the Township Engineer.
- (4.) Adequate odor control measures shall be implemented so that odor from inside or outside the center will not be discernible outside the building.
- (5.) Applicants shall submit, at the time of special land use application, a proposed site plan and floor plan and written operating procedures, including waste and noise management methods, such as those recommended by the International Boarding and Pet Services Association (IBPSA). These procedures shall be followed for the duration of the business and shall be designed to prevent or control animal behavior that may adversely impact surrounding uses, including loud or excessive barking.

**County Planning Staff Comments: In item (4) the word 'center' should be changed to 'veterinary hospital' to make it more applicable to this section. Since the Township would like to differentiate between Veterinary hospitals and Veterinary clinics, the use conditions of Veterinary clinics are in Section (x). Article 25 Definitions already contains definitions for Veterinary hospital and Veterinary clinic.**



**(t) Animal shelters shall comply with the following requirements:**

- (1.) Buildings wherein dogs are kept, dog runs, and/or exercise areas shall not be located nearer than five hundred (500) feet to a residential use or property line, two hundred (200) feet from any adjacent principle building or unit, and shall be set back one hundred and fifty (150) feet to any lot line and/or road right-of-way. ~~Building wherein animals are kept, dog runs, cat cages, and/or exercise areas shall not be located nearer than one hundred (150) feet from any lot line and two hundred (200) feet from the road right-of-way and any residential zoning district.~~
- ~~(2.) An operations/management plan must be submitted for review.~~
- (2.) Adequate odor control measures shall be implemented so that odor from inside or outside the center will not be discernible outside the building.
- (3.) All shelters shall be operated in conformance with all applicable county and state regulations and operated by a licensed operator.
- (4.) Any dog and food waste shall be properly and lawfully disposed of to not create a litter, insect, rodent, vermin or offensive odor nuisance. Approval from the Utility Authority, the Drain Commissioner and Health Department shall be provided as part of the special use application.
- (5.) The applicant shall provide a waste management plan detailing both indoor and outdoor waste management procedures to ensure animal waste is not discharged to surface or storm water. Outdoor animal areas shall be designated and shall consist of properly maintained lawn, special canine grass or other methods as approved by the Planning Commission following a recommendation by the Township Engineer.
- (6.) The applicant may be required to post a financial guarantee, the amount of which to be determined by the Township Board, before a permit is granted or renewed.
- (7.) The application shall include a floor plan for the facility that indicates noise insulation measures.
- (8.) All enclosures for breeding, rearing, shelter, or other uses in connection with harboring of animals, shall be hard surfaces and provided with proper drains for washing with water pressure.
- (9.) Such facilities shall be subject to other conditions and requirements necessary to ensure against the occurrence of any possible nuisance (i.e., fencing, sound-proofing, sanitary requirements).
- (10.) Applicants shall submit, at the time of special land use application, a proposed site plan and floor plan and written operating procedures, including waste and noise management methods, such as those recommended by the International Boarding and Pet Services Association (IBPSA). These procedures shall be designed to prevent or control animal behavior that may adversely impact surrounding uses, including loud or excessive barking.

**County Planning Staff Comments: In item (2) the word 'center' should be changed to 'shelter' to make it more applicable to this section.**



**(w) Pet day care centers (as differentiated from Kennels, which commonly have outdoor runs and are primarily operated for purposes of sheltering, boarding, impounding, keeping or breeding of animals with minimal social interaction among animals), including retail sale of dog care products, grooming, overnight boarding, and outdoor play area, provided the following conditions are met:**

- (1.) Hours of operation open to the public are limited to twelve (12) hours per day and shall not extend later than 7 p.m.
- (2.) There shall not be individual, outdoor dog runs.
- (3.) Walls, partitions and floor/ceilings assemblies separating dog daycare facilities from adjacent uses shall adequately soundproofed with a sound transmission class over sixty (60) and shall be constructed so that there will be no emission of noise detrimental to surrounding properties. The applicant shall provide a noise impact study performed by a certified acoustical engineer to ensure the noise levels produced will not exceed forty five (45) decibels at the outside of an exterior wall or at the opposite side of a common interior wall. The use shall comply with the Township Noise Ordinance in regard to noise levels at the property line.
- (4.) The number of pets cared for at any one time shall not exceed one (1) pet per one hundred (100) square feet of gross floor area, which is subject to discretionary review by the Planning Commission.
- (5.) Overnight boarding of pets shall be an accessory use to the daycare center. The length of stay for boarded animals shall be limited to fourteen (14) consecutive days, and no outdoor boarding shall be permitted.
- (6.) Adequate odor control measures shall be implemented so that odor from inside or outside the center will not be discernible outside the building or unit.
- (7.) Any outdoor play area shall be attached to the center and shall be setback a minimum of three hundred (300) feet from the nearest residential use.
- (8.) The outdoor play area for the pets shall be surrounded with a masonry wall or other material that is aesthetically compatible in terms of material, color and finish with the principal and surrounding buildings. Said wall shall be at least six (6) feet in height and maintained in good condition at all times. Failure to maintain the wall in its original condition shall be considered a violation of the site plan approval.
- (9.) Any outdoor play area is for periodic use only, and pets shall not be allowed to access the outdoor play area on their own. Not more than fifteen (15) pets shall be permitted in the outdoor play area at any one time. While in the outdoor play area, dogs shall be escorted and supervised by a dog handler who will be responsible for preventing or quickly suppressing any dog behavior that may adversely impact surrounding uses, including loud or excessive barking.



- (10.) The applicant shall provide a waste management plan detailing both indoor and outdoor waste management procedures to ensure animal waste is not discharged to surface or storm water. Outdoor animal areas shall be designated on the plan and shall consist of properly maintained lawn, special canine grass or other methods with an appropriate drainage system to control surface run-off. The outdoor area surface shall be approved by the Planning Commission following a recommendation by the Township Engineer. The outdoor play area must be maintained in a clean, sanitary manner, and adequate odor control measures shall be implemented to that odor will not be discernible beyond the area. Solid pet waste in the outdoor play area must be promptly picked up.
- (11.) Any pet and food waste shall be properly and lawfully disposed of to not create a litter, insect, rodent, vermin or offensive odor nuisance. Approval from the Utility Authority, Drain Commissioner and Health Department shall be provided as part of the special use application.
- (12.) The applicant shall demonstrate the proposed drop-off/pick-up pattern and shall provide one (1) parking space for each staff member and one (1) space for each 5 animals permitted at the daycare.
- (13.) Applicants shall submit, at the time of special land use application, a proposed site plan and floor plan and written operating procedures including waste and noise management methods, such as those recommended by the International Boarding and Pet Services Association (IBPSA). These procedures shall be followed for the duration of the business and shall be designed to prevent or control animal behavior that may adversely impact surrounding uses, including loud or excessive barking.

**County Planning Staff Comments: Section (w) use conditions for Pet day care centers are entirely new.**

**The use conditions in this section for noise management are more stringent than those required of Kennels, Shelters and Veterinary uses. County Planning Staff questioned Genoa Township Staff about why this is the only use that requires a noise impact study, particularly when Veterinary Hospitals also allow the over-night boarding of pets that will be congregated in one area. Township Staff explained that the Genoa Charter Township Planning Commission feels that Pet day care centers have the highest risk for noise impacts because of the nature of the use; Veterinary Hospitals are less concerning to Planning Commissioners because the animals will be in the hospital for treatment and confined to indoor cages with little interaction with other animals.**

**County Planning Staff was uncertain about the reference to "Utility Authority" in Item (11.); Genoa Township Staff explained that this refers to MHOG and they will clarify this reference in the language of Use Condition (w.)**



**(x) Veterinary Clinic (as differentiated from Veterinary Hospital, which commonly has animal boarding or overnight in-patient animal care) provided the following conditions are met:**

**Section (x) use conditions for Veterinary clinic are entirely new. The use conditions contain familiar language combined in just two items.**

- (1.) A site plan shall be provided as part of the Land Use Permit application showing a dedicated outdoor animal area. Outdoor animal areas shall consist of properly maintained lawn, special canine grass or other methods with an appropriate drainage system to control surface run-off. The outdoor area surface shall be approved by the Planning Commission following a recommendation by the Township Engineer. The outdoor area must be maintained in a clean, sanitary manner, and adequate odor control measures shall be implemented so that odor will not be discernible beyond the area. Solid pet waste in the outdoor area must be promptly picked up.
- (2.) Applicants shall submit, at the time of special land use application, a proposed site plan and floor plan and written operating procedures, including waste and noise management methods. The waste management plan shall detail both indoor and outdoor waste management procedures to ensure animal waste is not discharged to surface or storm water. These procedures shall be followed for the duration of the business and shall be designed to prevent or control animal behavior that may adversely impact surrounding uses, including loud or excessive barking.

**County Planning Staff Comments: County Planning Staff questions why Section (x), much like Section (w.) does not contain any dimensional requirements (e.g. minimum lot size, setbacks, etc.) like the other animal-related uses. Genoa Township Staff explained that the intent for both the Veterinary clinic and the Pet day care center is to allow them in commercial zones without dimensional restrictions so that these uses can locate in a vacant multi-tenant retail space (which is abundant in the Township). The only exception is the 300 foot setback between a Pet day care center's outdoor play area and the nearest residential use.**

**Township Planning Commission Recommendation: Approval.** The Genoa Charter Township Planning Commission recommended Approval of the Zoning Ordinance Text amendments to Article 7 at their December 12, 2017 meeting.

**Staff Recommendation: Approval.** The proposed text amendments related to animal services and businesses appear to be well researched and well written. County Planning Staff urge Genoa Charter Township to consider the minor revisions and observations noted by staff in this review.



The following resolution honoring Barbara Figurski was received by the board:  
Resolution #18-01-02

WHEREAS; Barbara Figurski has served the residents of Genoa Charter Township for 48 years spanning six decades as a Planning Commissioner, Board of Review member and Zoning Board of Appeals member; and

WHEREAS; Mrs. Figurski has spent a total of approximately 3,600 hours in meetings deliberating on various Planning Commission projects assessment appeals and Zoning Board of Appeals cases; and

WHEREAS; Mrs. Figurski, through diligent effort, has had a significant positive impact on the development of our community; and

WHEREAS; Mrs. Figurski’s performance and her working relationships have always been characterized by excellence, genuine concern for the members of her community and an obvious dedication to public service; and

WHEREAS; Mrs. Figurski has tendered her resignation from the Planning Commission, Board of Review and Zoning Board of Appeals,

NOW, THEREFORE, BE IT RESOLVED, that the Township Board of Genoa Charter Township, County of Livingston, State of Michigan with this resolution formally expresses its sincere appreciation and thanks to Barbara Figurski for her contributions to the Genoa Charter Township community and highly commends her for the manner in which she has carried out her responsibilities as an important member of the Township team.

Adopted this 2<sup>nd</sup> day of January, 2018

**7. Request to permanently move Precinct 7 from Hornung Elementary School to Chilson Hills Baptist Church for election scheduled beginning in the calendar year 2018 as requested by Skolarus.**

Moved by Lowe and supported by Mortensen to move Precinct 7 from Horning Elementary School to Chilson Hills Baptist Church in an effort to equalize the number of voters within each polling place. The motion carried unanimously.

**8. Request to introduce and conduct the first reading of the proposed Zoning Ordinance Amendment Z-18-01 and to set February 5, 2018 as the date for second reading and consideration of adoption. The proposed Zoning Text Amendment involves changes with regard to pet daycare and veterinary clinics in commercial districts.**

Moved by Mortensen and supported by Skolarus to introduce and conduct the first reading of proposed ordinance Z-18-01 as presented with the following changes:

§7.02.02(w) (3) Walls, partitions and floor/ceiling assemblies separating dog daycare facilities from adjacent uses shall be adequately soundproofed with a sound transmission class over sixty (60) and shall be constructed so that there will be no emission of noise detrimental to surrounding properties. The applicant shall provide a noise impact study performed by a certified acoustical engineer to ensure the noise levels produced will not

exceed forty-five (45) decibels at the outside of an exterior wall or at the opposite side of a common interior wall. The study shall also confirm compliance with the Township Noise Ordinance in regard to noise levels at the property line.

§7.02.02 (k) (14) Remove reference to this section.

Further, the date for second reading and consideration for adoption shall be February 5, 2018. The proposed Zoning Text Amendment involves changes to the ordinance with regard to pet daycare centers and veterinary clinics in commercial districts.

The motion carried unanimously.

**9. Request for first review of budgets for the fiscal year 2018/2019 for funds 101, 212, 261, 270 and 271.**

Skolarus provided an overview of the above referenced budgets for the next fiscal year. Trustees were asked for their input concerning salary increases related to the budget for Fund 101. Skolarus suggested a minimum \$.50 for lower level staff rather than a percentage increase. Mortensen suggested a review of the step or tier policy for lower level staff. Mortensen and Lowe were not opposed to a 2.5% increase. A first review of Fund 264 will be provided at the next regular meeting of the board as the auditing firm was still reviewing revised general ledger numbers for that account. No formal action was taken.

The regular meeting of the Genoa Charter Township Board was adjourned at 7:28 p.m.

Paulette A. Skolarus, Clerk  
Genoa Charter Township Board

**GENOA CHARTER TOWNSHIP  
PLANNING COMMISSION  
PUBLIC HEARING  
DECEMBER 11, 2017  
6:30 P.M.  
MINUTES**

CALL TO ORDER: The meeting of the Genoa Charter Township Planning Commission was called to order at 6:32 p.m. Present were Chairman Doug Brown, Jim Mortensen, Eric Rauch, Chris Grajek, John McManus, and Jill Rickard. Absent were. Also present was Kelly VanMarter, Community Development Director/Assistant Township Manager, Brian Borden of LSL PLanning, and an audience of 6.

PLEDGE OF ALLEGIANCE: The pledge of allegiance was recited.

APPROVAL OF AGENDA:

**Moved** by McManus, seconded by Mortensen, to approve the agenda as presented.

CALL TO THE PUBLIC: The call to the public was made at 6:33 pm with no response.

**OPEN PUBLIC HEARING #1...** Consideration of Zoning Ordinance Text amendments to Article 7 of the Zoning Ordinance, entitled "Commercial and Service Districts", Table 7.02 and Section 7.02.02 is proposed to be amended to revise multiple conditions and to add standards related to "Dog Daycare Centers" and "Veterinary Clinics". The request is petitioned by Genoa Charter Township.

- Planning Commission Recommendation of Petition:
  - A. Recommendation of Zoning Ordinance Text Amendment.

Ms. VanMarter stated that as a result of the discussion at the November Planning Commission meeting, staff revised the text that had been presented. She reviewed the changes.

One of the items of concern for the Planning Commission last month was the handling of the pet waste and its potential to enter into the storm water system. Ms. VanMarter spoke to the Utilities Director for Farmington Hills and the problem that they had with a pet daycare in their jurisdiction was that the animal waste was being either washed off by the business or the rainwater was washing the waste into a ditch, which allowed it to enter into the storm sewer system. They have since installed the special canine grass

that Ms. VanMarter spoke about at last month's meeting. She has added language to the ordinance to address this.

She presented an analysis comparing other like uses that outlines the requirements in each zoning, such as setbacks, noise control, waste management, outdoor areas, length of overnight stay, etc.

Mr. Borden stated that he believes when the correct limits and requirements are put on these types of uses, it will protect the Township, the owner, as well as any of the neighboring businesses. Additionally, these uses will require a Special Land Use Permit so that gives the Township a lot of control and protection before approving a request for these types of uses.

Commissioner Rauch feels that some measurable data point needs to be provided to a petitioner so that they can be sure that the materials they use for their building will meet the requirements of noise control of the Township. Ms. VanMarter agrees. She has included such language in the proposed ordinance, specifically, "Walls, partitions and floor/ceilings assemblies separating dog daycare facilities from adjacent uses shall adequately soundproofed with a sound transmission class over sixty (60) and shall be constructed so that there will be no emission of noise detrimental to surrounding properties". She noted that 80 decibels is the limit in the ordinance in the commercial district.

This led to a discussion regarding the different setback requirements shown for different zoning districts. Commissioner Mortensen would like them to be consistent. He is not comfortable with putting a dog daycare facility within 300 feet of a residential neighborhood. Commissioner Grajek feels different setback requirements are appropriate for the different zoning districts. Commissioners discussed what the setbacks should be. Ms. VanMarter noted that the Township has a general noise ordinance so this can also be applied for these uses. Commissioner Rickard would like to have a noise ordinance specific to the sections of the ordinance being discussed this evening. Commissioner Mortensen agrees with Commissioner Rauch's suggestion of having something that can be measured. Commissioner Rauch stated a sound study, similar to a traffic study, could be required. The Township would set the standards or limits and the applicant would need to comply.

Chairman Brown stated that the Planning Commission could recommend to the Township Board approval of the Veterinary Clinics only at this point and that further review of the Dog Daycare Center be done.

Ms. VanMarter stated that the entire ordinance is being updated so one or both of these proposed amendments can be revised now or as part of the larger update.

All of the Commissioners agree that overnight stays should not be allowed for the Veterinary Clinics.

The call to the public was made at 7:36 pm.

Gary Laundroche, who represents Master Kihl, who owns the building where Dr. Bradford would like to open her veterinary clinic, stated that the plan that Dr. Bradford has submitted for her business includes a plan for sound management.

The call to the public was closed at 7:38 pm.

**Moved** by Commissioner Mortensen, seconded by Commissioner Rauch, to recommend to the Township Board approval of Zoning Ordinance Text amendments to Article 7 of the Zoning Ordinance for various small animal businesses, including veter clinics, animal shelters, etc. with the following condition:

- It shall be added to the documents reviewed by the Planning Commission tonight the requirement that any of these businesses must provide a noise study by a sound engineer that meets the Township Noise Ordinance at the property line and demonstrate that in the case of multi-tenant buildings, that the noise level at the common wall is acceptable to Township Staff and the Township Engineer prior to submission to the Township Board.

This recommendation is made because the Planning Commission believes animal care is an expanding industry and with the changes in shopping habits of the general public, there are an increased number of vacant store fronts.

**The motion carried unanimously.**

**Administrative Business:**

- Staff Report

Ms. VanMarter had nothing to report.

- Approval of the November 13, 2017 Planning Commission meeting minutes

**Moved** by Commissioner Mortensen, seconded by Commissioner Rickard, to approve the minutes of the November 13, 2017 Planning Commission Meeting as presented.

**The motion carried unanimously.**

- Member Discussion

Commissioner Mortensen stated that all items that were recommended for approval by the Planning Commission last month were approved by the Township Board.

Ms. VanMarter stated that Commissioner Figurski has resigned her position on the Planning Commission after serving over 48 years on the Commission, the ZBA, and the Board of Review.

- Adjournment

**Moved** by Commissioner McManus, seconded by Commissioner Rauch, to adjourn the meeting at 7:51 pm. **The motion carried unanimously.**

Respectfully Submitted,

Patty Thomas, Recording Secretary

field with storage building and concessions building with parking lot expansion for Cleary University with the following requirements:

- An easement from MHOG shall be obtained prior to the issuance of the land use permit.
- The applicant shall comply with the requirements of the Engineer's letter dated November 2, 2017.
- The applicant shall comply with the requirements of the Brighton Area Fire Authority's letter dated November 7, 2017.
- The building materials reviewed this evening are acceptable to the Planning Commission and will become the property of the Township.

**The motion carried unanimously.**

**OPEN PUBLIC HEARING #5...** Consideration of Zoning Ordinance Text amendments to Article 7 of the Zoning Ordinance, entitled "Commercial and Service Districts", Table 7.02 and Section 7.02.02 is proposed to be amended to revise multiple conditions and to add standards related to "Dog Daycare Centers" and "Veterinary Clinics". This request is petitioned by Genoa Charter Township.

Planning Commission Recommendation of Petition:

A. Recommendation of Zoning Ordinance Text Amendment

Ms. VanMarter stated these proposed amendments are results of current and proposed future business owners asking for changes. The Township believes they are timely and appropriate so they have prepared the proposed ordinance changes.

The largest change would be to allow pets to stay overnight in a business in a commercial district.

Commissioner Rickard questioned how the pet waste will be handled. She is concerned about dogs barking and it being a disturbance to the neighboring businesses. Ms. VanMarter stated these businesses will require a special use permit so there are a lot of requirements, and they address the handling of pet waste and certain building materials to be used to mitigate the barking sound from leaving the building.

Commissioner Rauch questioned the "gaming establishments". Ms. VanMarter stated these types of uses are not gambling. The Planning Commission suggested having a definition placed in the ordinance. Ms. VanMarter agrees.

The call to the public was made at 9:12 pm.

Ms. Paula VanderKarr, who is interested in opening a pet day care facility in the Township, was present. She stated the waste is handled by a biodegradable bag with cedar chips. It helps with the smell and repels the bugs. Commissioner Rickard is concerned with the pet urine that could possibly be washed into the storm sewer. Ms. VanderKarr stated there is a certain system that is being required by the proposed ordinance that will filter the urine before it goes into the ground. Ms. VanMarter

reviewed these conditions as outlined in Paragraph (w)(10). Commissioner Rickard noted there are some issues with the system that is being proposed. Surface water cannot be emptied into the sanitary sewer system.

Dr. Michelle Bradford stated she is interested in opening a veterinary clinic in the Township.

Gary Laundroche, who represents Master Kihl, who owns the building where Dr. Bradford would like to open her veterinary clinic asked for clarification of the process for the ordinance amendments, then the approval for her to move into their building.

The call to the public was closed at 9:24 pm.

There was a discussion regarding outdoor areas for the animals, the disposal of waste, etc. Commissioner Mortensen feels this needs more review and discussion by the Planning Commission. There may be additional requirements. Chairman Brown agrees. Ms. VanMarter will make amendments to her proposed changes based on the discussion this evening and return to the Planning Commission for additional review.

**Moved** by Grajek, seconded by Rickard, to table Agenda Item #5 until the December 11, 2017 Planning Commission meeting. **The motion carried unanimously.**

#### **Administrative Business:**

- **Staff Report**

Ms. VanMarter had nothing to report.

- Approval of the October 10, 2017 Planning Commission meeting minutes

**Moved** by Commissioner Mortensen, seconded by Commissioner Rickard, to approve the minutes of the October 10, 2017 Planning Commission Meeting as presented. **The motion carried unanimously.**

- Member Discussion

There were no items to discuss this evening.

- Adjournment

**Moved** by Commissioner Grajek, seconded by Commissioner Rickard, to adjourn the meeting at 9:38 pm. **The motion carried unanimously.**

Respectfully Submitted,

Patty Thomas, Recording Secretary



**BOARD OF TRUSTEES  
GENOA CHARTER TOWNSHIP, LIVINGSTON COUNTY, MICHIGAN**

**NOTICE OF PROPOSED ZONING TEXT AMENDMENT  
FEBRUARY 5, 2018**

**ORDINANCE #Z-18-01**

**AN ORDINANCE TO AMEND ZONING ORDINANCE ARTICLE 7 IN REGARD TO  
COMMERCIAL KENNELS, VETERINARY HOSPITALS, ANIMAL SHELTERS, PET DAYCARE  
CENTERS, AND VETERINARY CLINICS.**

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Pursuant to Michigan Public Act 110 of 2006, (the Zoning Enabling Act) and Michigan Public Act 359 of 1947, (the Charter Township Act), notice is hereby given that the Genoa Charter Township Board of Trustees has conducted the first reading and will be performing the second reading and considering an ordinance addressing amendments to Zoning Ordinance Article 7 regarding commercial kennels, veterinary hospitals, animal shelters, pet daycare centers, and veterinary clinics. Consideration of said amendments is scheduled for the Board meeting on February 5, 2018 at 6:30 p.m. The meeting will be held at the Township Hall located at 2911 Dorr Road, Brighton, Michigan 48116. The complete text of the proposed ordinance is available on the website or at the Township Office during regular business hours. The following provides a summary of the regulatory effect of the ordinance.

*Article 7 of the Zoning Ordinance, entitled Commercial and Service Districts, Table 7.02 and Section 7.02.02, Use Conditions is hereby proposed to be amended as follows:*

*Table 7.02 is amended to add Commercial Kennel as a Special Land Use in RCD; Pet Day Care center is a new use that is created as a special land use in GCD and RCD; Veterinary uses were divided into Veterinary Hospitals and Veterinary Clinics with hospitals allowed as a special land use in OSD, GCD and RCD and Veterinary Clinics created as a special land use in the OSD, NSD, GCD, and RCD; Animal Shelters were added as a special land use in the RCD.*

*7.02.02(h), Use Conditions for Commercial Kennels is amended to provide setback requirements from residential and adjacent buildings, to expand upon odor, waste, noise, nuisance, and environmental protections, add review process criteria, and to adjust animal outdoor hours.*

*7.02.02(o), Veterinary Hospitals is further defined to differentiate from a new use for "Veterinary Clinic" and the Use Conditions are amended to provide waste, odor, and environmental protections and additional review process criteria.*

*7.02.02(t), Use Conditions for Animal Shelters is amended to provide setback requirements from residential and adjacent buildings, to expand upon odor, waste, noise, nuisance, and environmental protections, and to add review process criteria.*

*7.02.02(w) is newly created to provide Use Conditions for Pet Day Care Centers to include standards for hours of operation, establish limits on the number of animals, create standards for overnight animal boarding, provide standards for outdoor animal areas and management, provide for odor, waste, noise, nuisance, and environmental protections, and to establish review process requirements and criteria.*

*7.02.02(x), Veterinary Clinics is newly created to provide Use Conditions to establish standards and requirements for the review process and to establish standards for waste, environmental, odor, and nuisance protections.*

Genoa Charter Township will provide necessary reasonable auxiliary aids and services to individuals with disabilities at the meeting/hearing upon seven (7) days' notice to the Township. Individuals with disabilities requiring auxiliary aids or services should contact the Township in writing or by calling at (810) 227-5225.

Polly Skolarus  
Township Clerk

Ordinance posted: 01/26/2018  
Press/Argus Publication: 01/31/2018

# **Board Correspondence**

**TIMOTHY DAVIS**  
Director of iLabs

Fairlane Center South  
19000 Hubbard Drive  
Dearborn, MI 48126-2638  
(313) 593-4060 Fax (313) 271-9835  
tadavis@umich.edu  
umdearborn.edu/cob

Dear Community Leader,

Thank you for your participation in UM-Dearborn's 2017 eCities program, as we mark a decade of celebrating local governments and their commitment to supporting their business community. Similar to years past, the eCities project collects and analyzes data across Michigan communities as it relates to entrepreneurship, economic development, and job growth. In our 10<sup>th</sup> year, however, we broadened participation by reducing each local government's need to enter data into the web interface. Not only were we able to streamline the data collection process, but we were able to evaluate community success by region and population, as well as illustrate percentage changes in the data. This information is available on the performance report and showcases your community's progress on a number of key values. Moreover, the data points are benchmarked against the State of Michigan, as well as the other 276 participating communities, allowing you to easily interpret your results.

In addition, we invited each community to answer four best practice questions regarding business development, accomplishments, and foreseeable challenges. These responses enabled us to highlight success stories throughout Michigan. Communities who participated in this portion of the project will receive a report card containing reviewer feedback about your entries. We will be putting up summary details and a short video on the eCities website very soon. That website address is [umdilabs.com/ecities](http://umdilabs.com/ecities)

We sincerely appreciate your contribution to the 2017 eCities project. We will send you an email in the summer as the 2018 project commences. We hope that you will join us next year in sharing your local successes and strategies so we can support development across Michigan. If you have any questions before then, feel free to send me an email. Thank you for your involvement in this project.



Timothy Davis  
Director of iLabs  
University of Michigan-Dearborn

# Genoa Township



## PERFORMANCE REPORT

	DATA POINT	FIVE-YEAR COMMUNITY TREND	FIVE-YEAR COMPARISON TREND
A1	Real Commercial Property	0.48%	0.84%
A2	Real Industrial Property	5.73%	0.07%
A3	Total Real Property	5.20%	3.59%
A4	Personal Commercial Property	-1.17%	-1.47%
A5	Personal Industrial Property	-12.22%	-8.77%
A6	Total Personal Property	-0.42%	-1.02%
A7	Total Overall Property	4.88%	3.23%
B1	Non-Depreciated Governmental Assets	9.02%	-0.74%
B2	Depreciated Governmental Assets	5.38%	2.33%
B3	Total Governmental Assets	6.01%	2.01%
C1	Non-Homestead Tax Rate	0.18%	1.02%

eCities examines publicly available data relating to community growth and investment metrics that impact the business community. Using the past five years' data (2012-2016), this document reports your community's percentage change on eleven data points and compares the first seven points to State of Michigan values and the last four points to the 277 eCities 2017 participating communities.

The first seven data points (A1-A7) are property values within the community as reported by the Michigan Department of Treasury.



**SPECIAL USE PERMIT**

2911 Dorr Road, Brighton, Michigan 48116

Phone: (810) 227-5225, Fax: (810) 227-3420

**PROJECT NAME:** Livingston Christian Schools

**ADDRESS:** Brighton Church of the Nazarene, 7669 Brighton Road, 48116

**APPLICANT NAME:** Rob Wiegand

**APPLICANT PHONE:** (503) 710-4306

**PARCEL ID NUMBER:** 11-25-400-059

**ZONING:** SR (Suburban Residential)

**SPECIAL LAND USE AUTHORIZED BY THIS PERMIT:** Major amendment to existing special use to add a 200 student K-12 private school as a tenant within the existing church.

**DATE OF SPECIAL LAND USE APPROVAL BY TOWNSHIP BOARD:** November 20, 2017

**CONDITIONS OF SPECIAL LAND USE APPROVAL:**

- 1.) Student enrollment shall not exceed 200 students with the full implementation of the site plan corresponding to this approval.
- 2.) An agreement shall be provided which defines the costs and responsibilities for implementation of the approved site plan between the Church of the Nazarene (landlord) and Livingston Christian Schools (tenant). This agreement shall be approved by the Township Attorney prior to issuance of the Special Land Use Permit and within the 60 day compliance period provided by 19.02.04(h). This agreement can be a copy of an amended lease agreement between the Livingston Christian Schools and the Church of the Nazarene.
- 3.) A copy of the Livingston Christian Schools annual report to the State of Michigan certifying the school enrollment shall be provided to the Township on or before December 1st of each year.

**DID THE SPECIAL USE REQUIRE A VARIANCE? NO**

**DOES THE USE HAVE AN EXPIRATION? NO**

**SPECIAL LAND USE - CERTIFICATE OF COMPLIANCE**

**DEADLINE FOR COMPLIANCE WITH CONDITIONS (60 DAYS FROM BOARD APPROVAL):** January 20, 2017

**DOES THE APPLICANT NEED TO SUBMIT NEW PLANS OR INFORMATION TO DEMONSTRATE COMPLIANCE:**

YES     NO

**IF YES, EXPLAIN:** An agreement shall be provided which defines the costs and responsibilities for implementation of the approved site plan between the Church of the Nazarene (landlord) and Livingston Christian Schools (tenant). This agreement shall be approved by the Township Attorney prior to issuance of the Special Land Use Permit and within the 60 day compliance period provided by 19.02.04(h). This agreement can be a copy of an amended lease agreement between the Livingston Christian Schools and the Church of the Nazarene.

**BY SIGNING BELOW THE APPLICANT AGREES TO COMPLY WITH ALL CONDITIONS OF SPECIAL LAND USE**

**APPROVAL:**

\_\_\_\_\_  
Sign above and print here: **ROBERT WIEGAND**

1/17/18  
\_\_\_\_\_  
Date

**BY SIGNING BELOW, ZONING ADMINISTRATOR RECOGNIZES THAT THE APPLICANT HAS SUFFICIENTLY DEMONSTRATED COMPLIANCE WITH THE CONDITIONS OF APPROVAL:**

\_\_\_\_\_  
Sign above and print here: **Kelly VanMarter**

1/18/18  
\_\_\_\_\_  
Date

## COST STIPULATION

NOW COMES the Brighton Nazarene Church and Livingston Christian Schools, that for and in consideration of a Lease Agreement between the parties for the occupancy of the Livingston Christian Schools at the Brighton Nazarene Church, do hereby stipulate and agree to the following cost terms pertaining to the tenant occupancy of Livingston Christian Schools:

1. The Livingston Christian Schools shall pay for all exterior changes or alterations as set forth in the special use permit application and site plans submitted with the special use permit application as well as those requirements therein; or other requirements of the Livingston County Building Department or the State of Michigan, including any additional utility tap in fees. The estimated cost of the site plan work is \$40,501, which are herein attached and incorporated into this agreement as exhibits 1,2 and 3; while the estimated cost of tap fees is \$30,000;
2. The Brighton Nazarene Church shall pay for all costs associated with permits and inspection fees that may be due as a result of any interior alterations or changes as required by local and state laws for the occupancy of Livingston Christian Schools;

IN THE PRESENCE OF:

William Markby  
WITNESS: William Markby

Miriam Spil  
WITNESS:

Ben Walls  
Ben Walls, as resident agent  
of Brighton Nazarene Church

Theodore T. Nast  
Theodore Nast, as resident agent  
of Livingston Christian Schools

Dated: 1-17-18

**PROPOSAL**



**BOWMAN EXCAVATING, INC.**

920 West Marr Rd.  
Howell, MI 48855  
(517) 546-2117 • FAX (517) 546-6631



Contractor Name:	Phone:	Date:
Krueger & Son's	(810)444-6230	1/5/2018
Address:	Project:	
10734 Oak Hill Dr.	Livingston Christian Schools (parking lot enhancements)	
City/State/Zip:	Location:	
Fenton Mi. 48430	7669 Brighton Rd.	
Email - dckrueger@comcast.net		

We hereby submit specifications and estimates for:

Quantity	Description	Rate	Total
<b>DEMO ASPHALT &amp; ISLANDS</b>			
1.00	Remove Asphalt 4" thick for curb install, excavator, trucking, disposal and labor (includes (2) traffic islands) <b>NOTE: LAYOUT, SAW CUT, MISS DIG BY OTHERS</b>		\$3,890.00
<b>EXCAVATE FOR CURB, GUTTER, BARRIER</b>			
1.00	Excavator, truck, laborer, dispose subsoil as needed, also install base material between curbs under barrier, track loader (11 yds sand)		\$3,590.00
<b>PREP ISLANDS INSTALL GRAVEL &amp; ASPHALT</b>			
1.00	Excavate to grade, dispose soils, install 21AA limestone, install asphalt, trucking asphalt		\$3,480.00
			<b>Total: \$10,960.00</b>

**WE PROPOSE** hereby to furnish material and labor — complete in accordance with above specifications, for the sum of:

**TEN THOUSAND NINE HUNDRED SIXTY AND 00/100.....DOLLARS                      \$10,960.00**

Payment to be made as follows:

**NET 30 DAYS**

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Authorized Signature: Marshal K. Bowman

Note: This proposal may be withdrawn by us if not accepted within 30 days.

**ACCEPTANCE OF PROPOSAL** — The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance: \_\_\_\_\_ Signature \_\_\_\_\_

EXHIBIT 1

MIKE KRUEGER & SONS, INC.

10734 OAK HILL DR  
 FENTON, MI 48430  
 (810) 632-5916

# Estimate

Date	Estimate #
1/6/2018	104

Name / Address
Livingston Christian Schools Rob Wiegand

Project

Description	Qty	Cost	Total
Materials & labor to provide the following repairs @ Brighton Church of the Nazarene parking lot:		0.00	0.00
Engineering & layout		500.00	500.00
Saw cut existing asphalt @ 4"		600.00	600.00
Pour 550 lin ft curb & gutter w/6 1/2" pan pour infill		16,500.00	16,500.00
Install asphalt @ existing islands. Asphalt provided by Bowman Excavating		4,800.00	4,800.00
		400.00	400.00
		0.00	0.00
Does not include stripping or plants Does not include any demo or removal of materials. Proposal by Bowman Excavating, Inc. is sent by separate e-mail.			
		<b>Total</b>	<b>\$22,800.00</b>

EXHIBIT 2





# INDUSTRIAL COMMERCIAL STRIPING

54000 Grand River  
 New Hudson, MI 48165  
 877.361.4400

# Estimate

Date	Estimate #
12/26/2017	1608

<b>Name / Address</b>
Livingston Christian Schools Brighton Nazarene Church 7669 Brighton Rd, Brighton, MI 48116

<b>Job Location</b>

				Project
Description	Qty	U/M	Rate	Total
<b>Parking Lot Grinding, Striping &amp; Signs</b>				
Grinding 4"	2,884		0.77	2,220.68
Grinding 4" - Grinding off the logo's	16		10.00	160.00
Double Line - New Layout	88		5.35	470.80
Barrier free spaces, logos and aisles over new asphalt	15		25.00	375.00
Arrows	17		10.50	178.50
Zones	500		0.21	105.00
Cross Walk Bars	7		10.50	73.50
<b>Alternative for Grinding - Blacking out</b>				
2884 x .26 = \$749.84 - Lines				
16 x \$5 = \$80.00 - Logo				
<b>Total for black out \$829.84</b>				
<b>Signs</b>				
Barrier Free sign on galvanized U-Channel	15		180.00	2,700.00
Van Tag	4		77.00	308.00
Additional Mobilization	1		150.00	150.00
If any of the signs need to be cored in the sidewalk it would be \$75.00 / Core				
			<b>Total</b>	<b>\$6,741.48</b>

<b>Web Site</b>
<a href="http://www.icstriping.com">www.icstriping.com</a>

Exhibit 3

# eCities 2017



HONORED COMMUNITY

2017

PARTICIPATING  
COMMUNITY



DEARBORN

eCities

GENOA TOWNSHIP

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING & REGULATORY AFFAIRS  
MICHIGAN ADMINISTRATIVE HEARING SYSTEM  
MICHIGAN TAX TRIBUNAL

LIVINGSTON COUNTY HOCKEY ASSOCIATION, INC.,

Petitioner,

v.

MTT Docket No.

[Parcel No(s). 4711-05-300-048

TOWNSHIP OF GENOA,

Respondent.

\_\_\_\_\_ /

**PETITION**

Livingston County Hockey Association, Inc. ("Petitioner"), through its representatives, AD VALOREM PARTNERS LLC, says:

1. Petitioner's principal office and mailing address is 970 Grand Oaks Drive, Howell, MI 48843. Petitioner is a Michigan non-profit corporation and party in interest with respect to property taxes on tax parcel no. 4711-05-300-048 ("Petitioner's Property"), at 970 Grand Oaks Drive, Genoa Township, MI 48843.
2. Petitioner is a 501(c)(3) tax exempt organization under the Internal Revenue Code.
3. Respondent, Township of Genoa ("Respondent"), assesses and collects property taxes on Petitioner's Property.

11. On January 16, 2018, Petitioner's representative contacted Respondent's assessor, Debra L. Rojewski, and requested a copy of the December Board of Review's decision with respect to the Petition. Ms. Rojewski advised Petitioner's representative that the December Board of Review did accept the Petition thus there was no decision available. This was the first time that Petitioner or Petitioner's representative was made aware that the Petition was not acted upon by the December Board of Review.

12. Petitioner's Petition was correct as a matter of law and fact and Petitioner is now entitled to the MCL 211.7o exemption for the 2016 and 2017 tax years.

13. The Tax Tribunal has jurisdiction over this matter pursuant to MCL 205.735a(6). The December Board of Review's refusal to act upon Petitioner's Petition precludes any final determination by the Board that could be appealed by the Tribunal under MCL 205.735a(6). The alternative, in which Petitioner is afforded its dues process rights to appeal is to treat the January 16, 2018 conversation between Respondent's assessor and Petitioner's representative as a final determination that could be appealed to the Tribunal within 35 days under MCL 205.735(a)(6) (see the Tribunal's August 20, 2015 Order Denying Petitioner's and Respondent's Motion for Summary Disposition in *First Baptist Church of Northville, Wayne County, Michigan v City of Novi*, MTT Docket #15-000029).

14. Alternatively, the Tax Tribunal has jurisdiction over this matter pursuant to MCL 205.735a(6) as this petition has been filed within 35 days of the December Board of Review meeting which was held on December 12, 2017.

WHEREFORE, Petitioner requests that the Tax Tribunal enter an order (i) granting the MCL 211.7o exemption for the 2016 and 2017 tax years; (ii) awarding Petitioner a refund of the

excessive taxes Petitioner paid for the 2016 and 2017 tax years; (iii) awarding Petitioner statutory interest and costs and (iv) awarding Petitioner additional relief this Tribunal deems necessary and just.

Respectfully submitted,

AD VALOREM PARTNERS LLC  
Petitioner's Representative



By: \_\_\_\_\_

Scott Aston  
21446 Columbine Court  
Grosse Ile, MI 48138  
(734) 731-0558

Dated: 1/16/2018

# EXHIBIT A

December 11, 2017

GENOA TOWNSHIP  
ASSESSING DEPT.

DEC 11 2017

RECEIVED

Genoa Township December Board of Review  
c/o Assessing Department  
2911 Dorr Road  
Genoa Township, MI 48116

**Re: *Qualified Error pursuant to MCL 211.53b(9)(f)***  
***Parcel No. 4711-05-300-048***  
***Livingston County Hockey Association, Inc.***

December Board of Review:

Livingston County Hockey Association, Inc. is a nonprofit charitable institution and therefore is exempt from property taxation pursuant to MCL 211.7o. Attached are the Association's Articles of Incorporation for your reference.

MCL 211.53b(1) authorizes the December Board of Review to correct the current and immediately preceding tax year for qualified errors. Pursuant to MCL 211.53b(9)(i), a qualified error means an error regarding the correct taxable status of the real property being assessed.

Therefore, please correct the taxable status of parcel 4711-05-300-048 for tax years 2016 and 2017. Thank you for your consideration. Please direct all future correspondence with respect to this matter to my attention.

Very truly yours,

Ad Valorem Partners LLC

By: \_\_\_\_\_  
Scott Aston- Partner

Attachments

**LETTER OF AUTHORIZATION**

To the Assessor and Board of Review for the **Genoa Township** and/or the Michigan State Tax Commission:

This is to advise that Ad Valorem Partners LLC is authorized to represent the undersigned property owner or party in interest in connection with any tax appeal to the assessor, Board of Review, State Tax Commission, Tax Tribunal and other courts for the following property owned by it or its subsidiaries, or for which any related entity is responsible for, or bears the burden of property taxes including the property listed herein. This authorization shall continue in effect unless and until revoked by written notice by the undersigned.

**Parcel Numbers:** 4711-05-300-048 and 4711-99-002-028  
**Property Address:** 970 Grand Oaks Drive, Genoa Township, MI 48843  
**Taxpayer Name:** Livingston County Hockey Association, Inc.

Respectfully submitted,

Livingston County Hockey Association,  
Inc.

By: 

Its: VICE PRESIDENT

Dated: 12-11, 2017



**LARA** Corporation  
Online Filing System  
Department of Licensing and Regulatory Affairs

**ID Number: 800820315**

**Summary for: LIVINGSTON COUNTY HOCKEY ASSOCIATION, INC.**

**The name of the DOMESTIC NONPROFIT CORPORATION: LIVINGSTON COUNTY HOCKEY ASSOCIATION, INC.**

**Entity type: DOMESTIC NONPROFIT CORPORATION**

**Identification Number: 800820315 Old ID Number: 722190**

**Date of Incorporation in Michigan: 11/26/1973**

**Term: Perpetual**

**Most Recent Annual Report: 2016**

**Most Recent Annual Report with Officers & Directors: 2016**

**The name and address of the Resident Agent:**

**Resident Agent Name: MARK BIGGINGS**  
**Street Address: 970 GRAND OAKS DR**  
**Apt/Suite/Other:**  
**City: HOWELL State: MI Zip Code: 48843**

**Registered Office Mailing address:**

**P.O. Box or Street Address: 970 GRAND OAKS**  
**Apt/Suite/Other:**  
**City: HOWELL State: MI Zip Code: 48843**

**Act Formed Under: 327-1931 Michigan General Corporation Act**

**Acts Subject To: 284-1972 Business Corporation Act**

**Written Consent**

**View filings for this business entity:**

- ANNUAL REPORT/ANNUAL STATEMENTS ^
- ARTICLES OF INCORPORATION
- ARTICLES OF INCORPORATION v
- RESTATED ARTICLES OF INCORPORATION

**Comments or notes associated with this business entity:**

MICHIGAN DEPARTMENT OF COMMERCE - CORPORATION AND SECURITIES BUREAU

Date Received

APR 28 1994

(FOR BUREAU USE ONLY)

FILED

MAY - 4 1994

ADMINISTRATOR  
MICHIGAN DEPARTMENT OF COMMERCE  
CORPORATION & SECURITIES BUREAU

Name

JOSEPH F. REGNIER

Address

220 HILLCREST ST.

City

State

Zip Code

BRIGHTON, MI 48116

EFFECTIVE DATE:

Document will be returned to the name and address you enter above

CERTIFICATE OF AMENDMENT TO THE ARTICLES OF INCORPORATION

For use by Domestic Profit Corporations

(Please read information and instructions on the last page)

Pursuant to the provisions of Act 284, Public Acts of 1972 (profit corporations), or Act 162, Public Acts of 1982 (nonprofit corporations), the undersigned corporation executes the following Certificate:

- 1. The present name of the corporation is:  
Livingston County Hockey Association, Inc.
- 2. The identification number assigned by the Bureau is:
- 3. The location of the registered office is:

7 2 2 - 1 9 0

970 Grand Oaks Boulevard

Howell

Michigan

48803

(Street Address)

(City)

(ZIP Code)

4. Article VI of the Articles of Incorporation is hereby amended to read as follows:

Except as otherwise provided by law, a volunteer director of the corporation is not personally liable to the corporation or its members for monetary damages for a breach of the director's fiduciary duty.

The corporation assumes all liability to any person other than the corporation or its members for all acts or omissions of a volunteer director incurred in the good faith performance of his or her duties as a director, occurring on or after the date this resolution is approved by the membership.

5. COMPLETE SECTION (a) IF THE AMENDMENT WAS ADOPTED BY THE UNANIMOUS CONSENT OF THE INCORPORATOR(S) BEFORE THE FIRST MEETING OF THE BOARD OF DIRECTORS OR TRUSTEES; OTHERWISE, COMPLETE SECTION (b). DO NOT COMPLETE BOTH.

a.  The foregoing amendment to the Articles of Incorporation was duly adopted on the \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_\_, in accordance with the provisions of the Act by the unanimous consent of the incorporator(s) before the first meeting of the Board of Directors or Trustees.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_\_.

_____	_____
(Signature)	(Signature)
_____	_____
(Type or Print Name)	(Type or Print Name)
_____	_____
(Signature)	(Signature)
_____	_____
(Type or Print Name)	(Type or Print Name)

b.  The foregoing amendment to the Articles of Incorporation was duly adopted on the 16th day of MARCH, 1994. The amendment: (check one of the following)

was duly adopted in accordance with Section 611(2) of the Act by the vote of the shareholders if a profit corporation, or by the vote of the shareholders or members if a nonprofit corporation, or by the vote of the directors if a nonprofit corporation organized on a nonstock directorship basis. The necessary votes were cast in favor of the amendment.

was duly adopted by the written consent of all directors pursuant to Section 525 of the Act and the corporation is a nonprofit corporation organized on a nonstock directorship basis.

was duly adopted by the written consent of the shareholders or members having not less than the minimum number of votes required by statute in accordance with Section 407(1) and (2) of the Act if a nonprofit corporation, or Section 407(1) of the Act if a profit corporation. Written notice to shareholders who have not consented in writing has been given. (Note: Written consent by less than all of the shareholders or members is permitted only if such provision appears in the Articles of Incorporation.)

was duly adopted by the written consent of all the shareholders or members entitled to vote in accordance with section 407(3) of the Act if a nonprofit corporation, or Section 407(2) of the Act if a profit corporation.

Signed this 21st day of APRIL, 1994

By Michele A Harmala  
 (Only Signature of President, Vice-President, Chairperson, or Vice-Chairperson)

NICHELE HARMALA  
 (Type or Print Name)

PRESIDENT  
 (Type or Print Title)

STATE OF MICHIGAN  
DEPARTMENT OF COMMERCE  
CORPORATION AND SECURITIES BUREAU  
CORPORATION DIVISION  
LANSING, MICHIGAN

(THIS IS A PART OF THE ATTACHED CORPORATE DOCUMENT AND SHOULD NOT BE DETACHED)

DO NOT WRITE IN SPACES BELOW - FOR DEPARTMENT USE	
Date Received: NOV 28 1973	<p><b>FILED</b> Michigan Department of Commerce NOV 28 1973 <i>Richard H. Hendricks</i> DIRECTOR</p>
NAME OF CORPORATION:	Livingston County Hockey Association, Inc.
CORPORATE DOCUMENT:	ARTICLES OF INCORPORATION

(Non-Profit Domestic Corporation)

ARTICLES OF INCORPORATION

OF

Livingston County Hockey Association, Inc.

These Articles of Incorporation are signed by the incorporators for the purpose of forming a non-profit corporation pursuant to the provisions of Act 327, Public Acts of 1931, as amended, and Act 284, Public Acts of 1972, as follows:

ARTICLE I.

The name of the corporation is LIVINGSTON COUNTY HOCKEY ASSOCIATION, INC.

ARTICLE II.

The purpose or purposes for which the corporation is organized are as follows:

- (1) To establish and operate amateur ice hockey teams and to provide recreation activity for the youth of the Livingston County Hockey Association.
- (2) To encourage, promote and improve the game and standards of ice hockey, to build character, and foster sportsmanship among youth.
- (3) To become a member of, associate or cooperate with any organization, association or league with objects altogether or in part similar to those of this association.
- (4) Conduct Ice Hockey Tournaments and select representative teams for Tournaments.

ARTICLE III.

Said corporation is organized upon a "non-stock" basis.

The amount of assets which said corporation possesses is:

Real Property: None

Personal Property: \$5,000.00 equipment, also includes bank account.

Said corporation is to be financed under the following general plan:

The operation and conduct of this association shall be financed by regular registration fees, voluntary contributions, and incidental receipts. All registration fees shall be on a League basis in an amount the officers shall from time to time determine.

ARTICLE IV.

The address of the initial registered office is 3007 S. US-23, Brighton, Michigan 48116.

The mailing address of the initial registered office is P.O. Box 132, Brighton, Michigan 48116.

The name of the initial resident agent at the registered office is Mac E. Lipon, Jr.

ARTICLE V.

The names and addresses of the incorporators are as follows:

- David G. Gee      1384 North Ct., Hartland, Michigan  
Byron J. Marquis    729 Hilldale Court, Milford, Michigan  
Linda L. Campbell    2546 N. Hughes Road, Howell, Michigan

GALLAGHER AND GEE  
ATTORNEYS  
AND COUNSELLORS  
5073 E. GRAND RIVER AVE.  
HOWELL MICH 48843

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ARTICLE VI.

The names and addresses of the first board of directors are as follows:

Mac E. Lipon, Jr., President	Highland Road, Milford, Michigan 48042
Robert O. Boyes, 1st Vice President	422 N. Court, Howell, Michigan 48843
David C. Whyte, 2nd Vice President	3007 School Lake Drive, Brighton, Michigan 48116
Elaine S. Kettler, Recording Secretary	2880 Kensington Road, Milford, Michigan 48042
Shirley S. Thompson, Treasurer	190 W. Peterson, Brighton, Michigan 48116
Lorna Marshall, Registrar	70 N. Hacker Road, Howell, Michigan 48843
William G. Soutar, Trustee	5282 Greenfield, Brighton, Michigan 48116

ARTICLE VII.

NONE.

IN WITNESS WHEREOF, the undersigned, the incorporators of the above-named corporation, have hereunto signed these Articles of Incorporation on this 23rd day of November 23, 1973.

David G. Gee  
David G. Gee

Byron J. Marquis  
Byron J. Marquis

Linda L. Campbell  
Linda L. Campbell

GALLAGHER AND GEE  
ATTORNEYS  
AND COUNSELLORS  
6075 E. GRAND RIVER AVE.  
HOWELL, MICH. 48843

**STATE OF MICHIGAN  
MICHIGAN TAX TRIBUNAL**

LIVINGSTON COUNTY HOCKEY ASSOCIATION, INC.,

Petitioner,

v.

MTT Docket No. 18-000021

TOWNSHIP OF GENOA,

Respondent,

\_\_\_\_\_ /

**PROOF OF SERVICE**

Scott Aston states that he is employed by AD VALOREM PARTNERS LLC, representatives for Petitioner, and that on 1/18/2018, he served a copy of Petitioner's Petition upon the parties named on the attached list.



\_\_\_\_\_  
Scott Aston

**BY CERTIFIED UNITED STATES MAIL, RETURN RECEIPT REQUESTED:**

**MS. POLLY SKOLARUS  
GENOA TOWNSHIP CLERK  
2911 DORR ROAD  
BRGHTON, MI 48116**

**MS. DEBRA ROJEWSKI  
GENOA TOWNSHIP ASSESSOR  
2911 DORR ROAD  
BRGHTON, MI 48116**

**AND BY FIRST-CLASS UNITED STATES MAIL:**

**MS. ELIZABETH HUNDLEY  
LIVINGSTON COUNTY CLERK  
200 E. GRAND RIVER AVENUE  
HOWELL, MI 48843**

**LIVINGSTON COUNTY DIRECTOR OF EQUALIZATION  
304 E. GRAND RIVER AVENUE  
HOWELL, MI 48843**

**MR. MARCUS D. WILCOX  
HOWELL PUBLIC SCHOOLS – SECRETARY  
411 N. HIGHLANDER WAY  
HOWELL, MI 48843**

**STATE TREASURER  
MICHIGAN DEPARTMENT OF TREASURY  
TREASURY BUILDING  
430 W. ALLEGAN ST.  
LANSING, MI 48922**



# HARTLAND CONSOLIDATED SCHOOLS

9525 Highland Road  
Howell, Michigan 48843



Telephone (810) 626-2100  
Fax (810) 626-2101

## CERTIFICATION OF BALLOT PROPOSITION

TO: Elizabeth Hundley, Livingston County Clerk

In compliance with Public Act 116, Public Acts of Michigan, 1954, as amended (the "Act"), attached is a certified copy of the ballot proposition language approved by the Board of Education to be placed before the voters at the election to be held on Tuesday, May 8, 2018.

Pursuant to the Act, a summary of the ballot proposition and an address where the full text of the proposal may be obtained must be included in the registration and election notices.

**Please provide us with a proof copy of the ballot proposition language prior to printing the ballots.**

Dated: 1/22/18

By Michelle Stuey  
Secretary, Board of Education

Hartland Consolidated Schools, Livingston County, Michigan (the "District")

A regular meeting of the board of education of the District (the "Board") was held in the Boardroom, Educational Support Service Center, within the boundaries of the District, on the 22<sup>nd</sup> day of January, 2018, at 6:30 o'clock in the p.m.

The meeting was called to order by Thom Dumond, President.

Present: Members Dumond, Kenrick, Hensyer, Gatewood, Aberasturi, Costa

Absent: Members Kaszyca

The following preamble and resolution were offered by Member Costa and supported by Member Gatewood:

**WHEREAS:**

1. This Board intends to submit a proposition at a special election to be held on Tuesday, May 8, 2018.

2. On or before 4:00 p.m. on Tuesday, February 13, 2018, the Board shall certify any ballot proposition to be submitted to the voters at such election to the election coordinator or coordinators designated to conduct elections within the District (the "Election Coordinator").

**NOW, THEREFORE, BE IT RESOLVED THAT:**

1. A special election of the school electors of the District be called and held on Tuesday, May 8, 2018.

2. The proposition to be voted on at the special election shall be stated on the ballots in substantially the form as set forth in Exhibit "A".

3. The Election Coordinator is requested to:

a. Utilize The Livingston Daily, a newspaper published or of general circulation within the District, for publication of notices in accordance with the election law requirements.

b. Utilize ballot proposition summary information, as prepared by legal counsel, in the forms of the notices of last day of registration and election in the form as set forth in Exhibit "B" attached hereto.

c. Provide a proof copy of the ballot to the District and its legal counsel in sufficient time to allow the ballot to be proofread prior to printing.

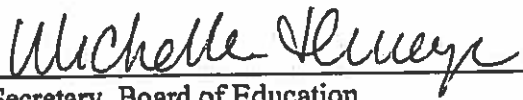
4. The Secretary of this Board is hereby authorized and directed to file a copy of this resolution with the Election Coordinator and with any Election Clerk or clerks designated to conduct elections within the District by 4:00 p.m., on Tuesday, February 13, 2018.

5. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

Ayes: Members Dumond, Kenrick, Gatewood, Hemeyer, Aberasturi, Costa

Nays: Members None

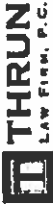
Resolution declared adopted.

  
Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of Hartland Consolidated Schools, Livingston County, Michigan, hereby certifies that the foregoing constitutes a true and complete copy of a resolution adopted by the Board at a regular meeting held on January 22, 2018, the original of which is part of the Board's minutes. The undersigned further certifies that notice of the meeting was given to the public pursuant to the provisions of the "Open Meetings Act" (Act 267, Public Acts of Michigan, 1976, as amended).

  
Secretary, Board of Education

JJS/keh



**EXHIBIT "A"**

**HARTLAND CONSOLIDATED SCHOOLS  
OPERATING MILLAGE RENEWAL PROPOSAL**

This proposal will allow the school district to continue to levy the statutory rate of not to exceed 18 mills on all property, except principal residence and other property exempted by law, required for the school district to receive its revenue per pupil foundation allowance and restores millage lost as a result of the reduction required by the Michigan Constitution of 1963.

Shall the currently authorized millage rate limitation on the amount of taxes which may be assessed against all property, except principal residence and other property exempted by law, in Hartland Consolidated Schools, Livingston County, Michigan, be renewed by 17.9784 mills (\$17.9784 on each \$1,000 of taxable valuation) for a period of 5 years, 2019 to 2023, inclusive, and also be increased by .0216 mill (\$0.0216 on each \$1,000 of taxable valuation) for a period of 5 years, 2019 to 2023, inclusive, to provide funds for operating purposes; the estimate of the revenue the school district will collect if the millage is approved and 18 mills are levied in 2019 is approximately \$4,726,496 (this is a renewal of millage that will expire with the 2018 levy and a restoration of millage lost as a result of the reduction required by the Michigan Constitution of 1963)?

**EXHIBIT "B"**

**SUMMARY OF BALLOT PROPOSITION TO BE INSERTED IN THE  
NOTICES OF LAST DAY OF REGISTRATION AND ELECTION:**

**HARTLAND CONSOLIDATED SCHOOLS  
OPERATING MILLAGE RENEWAL PROPOSAL  
EXEMPTING PRINCIPAL RESIDENCE  
AND OTHER PROPERTY EXEMPTED BY LAW  
17.9784 MILLS FOR 5 YEARS AND  
.0216 MILL FOR 5 YEARS TO RESTORE HEADLEE REDUCTION**

Full text of the ballot proposition may be obtained at the administrative offices of Hartland Consolidated Schools, 9525 E. Highland Road, Howell, Michigan 48843-9098, telephone: (810) 626-2100.

**II.D. Purchase of Electricity**  
**Prepared by: Scott Bacon**  
**January 22, 2018**

Attached please find documents extending our current electric supply contract through May of 2022. The attached e-mail from Rob Bernardi, Executive Energy Services, explains the current market conditions and our current position. You will note the motion references a “not to exceed” price of \$0.06 per KWH.

The district has been making futures purchases of electricity and natural gas for many years, and has been using Executive Energy Services and Rob Bernardi exclusively for the electricity purchases. We also now use the same company for natural gas purchases. Our consultant is Executive Energy and the contract is with Direct Energy, as it has been.

We have been very happy with the process, as it allows us to stabilize our budgeting for this expense and avoid large swings up or down. We currently spend approximately \$860,000 a year for electricity and about \$296,000 for natural gas, so avoiding swings of 5-15% is critical. I am confident that we have also saved money in the process.