

GENOA CHARTER TOWNSHIP BOARD
Regular Meeting and Public Hearing
May 6, 2019
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: April 15, 2019
3. Request for approval of a proposal from Dell for the purchase of five new workstations at a cost not to exceed \$3,531.35.
4. Request for approval of site work and installation of a basketball court at Genoa Park at a cost of \$105,303.60.
5. Request for approval of proposals in the amount of \$6,446.00 from Mica Crafters for improvements to the main copy room and the Township kitchen.

Approval of Regular Agenda:

6. Public hearing for the Edwin Drive Road Maintenance Project (Summer 2019).
 - A. Call to the Property Owners and to the Public.
 - B. Request for approval of Resolution #5 [confirming the special assessment roll] for the Edwin Drive Road Improvement Project Special Assessment District (Summer 2019).
7. Consideration of a recommendation for approval of a rezoning (adoption of Ordinance Z-19-01), PUD Agreement, Impact Assessment and conceptual PUD Plan for a proposed planned industrial development with a new 67,000 sq. ft. indoor climate controlled storage building. The rezoning requested is from GCD to IND with a Planned Industrial District (PID) overlay located at 2528 Harte Drive, Brighton consisting of 10.62 acres on parcel 4711-13-300-009. The request is petitioned by James Pappas of Fusco, Shaffer and Pappas, Inc.
 - A. Public hearing and adoption of Ordinance Z-19-01 to rezone parcel 4711-13-300-009 from GCD to IND/PID. (ROLL CALL)
 - B. Disposition of PUD Agreement revised on April 16, 2019.
 - C. Disposition of Environmental Impact Assessment dated January 2019.
 - D. Disposition of Conceptual PUD Plan dated 2/22/19 with revised sheets A.S.101 and C.102 dated 4/5/19.

8. Consideration of a recommendation for approval of a special use, site plan and environmental impact assessment for an amendment to a previously approved special use permit for a K-12 Livingston Christian School located within the Brighton Church of the Nazarene. The property in question is located at 7669 Brighton Road, Brighton, Michigan, on parcel #4711-25-400-059. The request is petitioned by Livingston Christian Schools.

- A. Disposition of Special Use.
- B. Disposition of Environmental Impact Assessment (3-11-19)
- C. Disposition of Site Plan (3-11-19)

9. Request to enter into a closed session to discuss pending litigation in the matter of Ikle v. Genoa Charter Township 29855-CZ pursuant to MCL 15.268 (e).

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: May 6, 2019

TOWNSHIP GENERAL EXPENSES: Thru May 6, 2019	\$212,183.13
April 19, 2019 Bi Weekly Payroll	\$95,676.06
May 3, 2019 Bi Weekly Payroll	\$94,803.63
OPERATING EXPENSES: Thru May 6, 2019	<u>\$365,505.98</u>
TOTAL:	<u>\$768,168.80</u>

Check Date	Check	Vendor Name	Amount
Bank FNBACK CHECKING ACCOUNT			
04/10/2019	35172	ADVANCED DISPOSAL SERVICES	87,456.28
04/10/2019	35173	COMCAST	637.20
04/10/2019	35174	K & J ELECTRIC, INC.	456.00
04/10/2019	35175	NETWORK SERVICES GROUP, L.L.C.	100.00
04/10/2019	35176	WILLIAM ROGERS	241.80
04/10/2019	35177	SAFEBUILT STUDIO	2,605.30
04/11/2019	35178	BRIGHTON ANALYTICAL , L.L.C.	35.00
04/11/2019	35179	JEAN LEDFORD	128.76
04/11/2019	35180	LINDA GALLERANI	21.22
04/11/2019	35181	DIANA LOWE	167.71
04/11/2019	35182	AMERICAN AQUA	85.50
04/11/2019	35183	COMCAST	329.83
04/11/2019	35184	CONSUMERS ENERGY	399.92
04/11/2019	35185	MICHIGAN STATE UNIVERSITY	75.00
04/17/2019	35186	ALLSTAR ALARM LLC	345.00
04/17/2019	35187	BLUE CROSS & BLUE SHIELD OF MI	39,040.29
04/17/2019	35188	BRAY ELECTRIC	405.28
04/17/2019	35189	BRIGHTON ANALYTICAL , L.L.C.	35.00
04/17/2019	35190	DYKEMA GOSSETT, PLLC	918.00
04/17/2019	35191	EHIM, INC	13,238.73
04/17/2019	35192	ETNA SUPPLY COMPANY	14,800.00
04/17/2019	35193	PRINTING SYSTEMS	218.76
04/17/2019	35194	SECURITY LOCK SERVICE,,INC	2,302.00
04/17/2019	35195	TRUE VALUE HARDWARE	83.71
04/17/2019	35196	ULINE	248.58
04/17/2019	35197	US BANK EQUIPMENT FINANCE	1,840.85
04/17/2019	35198	VERIZON WIRELESS	374.03
04/18/2019	35199	FEDERAL EXPRESS	63.37
04/18/2019	35200	LIVINGSTON PRESS & ARGUS	109.48
04/18/2019	35201	OFFICE EXPRESS INC.	202.78
04/23/2019	35202	COMCAST	247.57
04/23/2019	35203	DELTA DENTAL	4,283.61
04/23/2019	35204	DTE ENERGY	1,042.61
04/23/2019	35205	GUARDIAN	2,714.29
04/23/2019	35206	ICMA	1,029.60
04/23/2019	35207	MARY KRENCICKI	13.52
04/23/2019	35208	MASTER MEDIA SUPPLY	329.35
04/23/2019	35209	TRI COUNTY SUPPLY, INC.	353.54
04/23/2019	35210	WAL-MART COMMUNITY	287.06
04/24/2019	35211	CHASE CARD SERVICES	3,019.68
04/24/2019	35212	MICHIGAN STATE UNIVERSITY	90.00
04/24/2019	35213	NEOPOST USA INC	702.02
04/24/2019	35214	NETWORK SERVICES GROUP, L.L.C.	289.00
04/24/2019	35215	SECURITY LOCK SERVICE,,INC	320.50
04/24/2019	35216	SEWARD HENDERSON PLLC	12,961.00
04/25/2019	35217	MICHAEL ARCHINAL	500.00
04/25/2019	35218	ICMA	742.32
04/25/2019	35219	LINDA GALLERANI	21.12
04/25/2019	35220	MICHIGAN ASSOC. OF PLANNING	675.00
04/29/2019	35221	MICHAEL ARCHINAL	64.88
04/29/2019	35222	BRANDON VANMARTER	300.00
04/29/2019	35223	DYKEMA GOSSETT, PLLC	13,538.00
04/29/2019	35224	ETHAN MURPHY	50.00
04/29/2019	35225	KARL ARCHINAL	50.00
04/29/2019	35226	LIVINGSTON CO. REGISTER OF DEEDS	30.00
04/29/2019	35227	TETRA TECH INC	1,460.00
04/29/2019	35228	TRI COUNTY SUPPLY, INC.	38.20
04/29/2019	35229	KELLY VANMARTER	64.88

FNBACK TOTALS:

Total of 58 Checks:	212,183.13
Less 0 Void Checks:	0.00
Total of 58 Disbursements:	<u>212,183.13</u>

For Check Dates 05/03/2019 to 05/03/2019

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
05/03/2019	FNBC	12900	MCINTYRE, LINDA L	165.00	152.38	0.00	Open
05/03/2019	FNBC	EFT334	FLEX SPENDING (TASC)	1,032.12	1,032.12	0.00	Open
05/03/2019	FNBC	EFT335	INTERNAL REVENUE SERVICE	22,287.15	22,287.15	0.00	Open
05/03/2019	FNBC	EFT336	PRINCIPAL FINANCIAL	3,286.00	3,286.00	0.00	Open
05/03/2019	FNBC	EFT337	PRINCIPAL FINANCIAL	2,063.65	2,063.65	0.00	Open

Totals:				28,833.92	28,821.30	0.00	
					Dir. Dep.		
Total Physical Checks:				1	65,982.33		
Total Check Stubs:				4	<u>94,803.63</u>		

Check Date	Check	Vendor Name	Amount
Bank 592FN OAK POINTE OPERATING FUND #592			
04/10/2019	4550	AT&T LONG DISTANCE	57.17
04/10/2019	4551	CONSUMERS ENERGY	371.67
04/16/2019	4552	AT&T	147.78
04/16/2019	4553	BRIGHTON ANALYTICAL , L.L.C.	185.00
04/16/2019	4554	BYRUM ACE HARDWARE	32.97
04/16/2019	4555	DUBOIS-COOPER	3,621.90
04/16/2019	4556	LIVINGSTON PRESS & ARGUS	130.00
04/16/2019	4557	GENOA TOWNSHIP D.P.W. FUND	22,717.67
04/16/2019	4558	GENOA TOWNSHIP DPW FUND	19,068.50
04/16/2019	4559	HARTLAND SEPTIC SERVICE, INC.	240.00
04/16/2019	4560	HAVILAND PRODUCTS COMPANY	1,199.99
04/16/2019	4561	MIDWEST MUNICIPAL INSTRUMENTATION	7,495.00
04/16/2019	4562	NORTHERN PUMP & WELL	750.00
04/16/2019	4563	NORTHWEST PIPE & SUPPLY	21.51
04/16/2019	4564	STANDARD ELECTRIC	107.90
04/16/2019	4565	TLS CONSTRUCTION	4,866.50
04/16/2019	4566	UIS SCADA	1,261.00
04/23/2019	4567	AT&T LONG DISTANCE	41.58
04/23/2019	4568	CONSUMERS ENERGY	186.50
04/25/2019	4569	BRIGHTON ANALYTICAL , L.L.C.	205.00
04/25/2019	4570	GENOA TOWNSHIP G/O NEW USER FUND	15,900.00

592FN TOTALS:

Total of 21 Checks:	78,607.64
Less 0 Void Checks:	0.00
Total of 21 Disbursements:	78,607.64

Check Date	Check	Vendor Name	Amount
Bank 503FN DPW-UTILITIES #503			
04/10/2019	4607	TRACTOR SUPPLY CO.	564.97
04/10/2019	4608	WINDSTREAM	43.49
04/11/2019	4609	AARON KORPELA	30.00
04/11/2019	4610	CAMERON CIACIUCH	33.58
04/11/2019	4611	WEX BANK	3,001.35
04/11/2019	4612	STAPLES CREDIT PLAN	198.88
04/12/2019	4613	CHASE CARD SERVICES	3,355.12
04/16/2019	4614	POSTMASTER	1,436.12
04/16/2019	4615	ADVANCE AUTO PARTS	148.72
04/16/2019	4616	BELLE TIRE	220.52
04/16/2019	4617	BLACKBURN MFG. CO.	880.46
04/16/2019	4618	BYRUM ACE HARDWARE	59.98
04/16/2019	4619	CORRIGAN TOWING	55.00
04/16/2019	4620	D & G EQUIPMENT, INC.	167.16
04/16/2019	4621	LINE-X OF BRIGHTON	4,035.00
04/16/2019	4622	OHM ENGINEERING ADVISORS	1,092.50
04/16/2019	4623	RED WING BUSINESS ADVANTAGE ACCOUNT	411.99
04/16/2019	4624	SIGN WORKS	900.00
04/16/2019	4625	TRUCK & TRAILER SPECIALTIES INC	235.72
04/16/2019	4626	HOWELL TRUE VALUE HARDWARE	94.96
04/16/2019	4627	USA BLUEBOOK	423.84
04/16/2019	4628	VERIZON WIRELESS	767.40
04/23/2019	4629	HOME DEPOT CREDIT SERVICES	2,392.91
04/23/2019	4630	PORT CITY COMMUNICATIONS, INC.	242.04
04/25/2019	4631	GENOA TOWNSHIP	250,000.00
04/26/2019	4632	GREG TATARA	700.00

503FN TOTALS:

Total of 26 Checks:	271,491.71
Less 0 Void Checks:	0.00
Total of 26 Disbursements:	271,491.71

Check Date	Check	Vendor Name	Amount
Bank 593FN LAKE EDGEWOOD OPERATING FUND #593			
04/16/2019	3573	BRIGHTON ANALYTICAL , L.L.C.	134.00
04/16/2019	3574	CONSUMERS ENERGY	570.78
04/16/2019	3575	CORRIGAN OIL COMPANY	369.33
04/16/2019	3576	GENOA OCEOLA SEWER AUTHORITY	757.67
04/16/2019	3577	GENOA TOWNSHIP DPW FUND	11,384.25
04/16/2019	3578	HUBBELL, ROTH & CLARK, INC	565.50
04/16/2019	3579	OAK POINTE OPERATING S/W	1,538.10
04/23/2019	3580	BRIGHTON ANALYTICAL , L.L.C.	67.00
04/23/2019	3581	MHOG UTILITIES	20.00
593FN TOTALS:			
Total of 9 Checks:			15,406.63
Less 0 Void Checks:			0.00
Total of 9 Disbursements:			<u>15,406.63</u>

Pine Creek Checks
No A/P checks issued for this Board Packet

JOURNAL ENTRY

JE: 2857

Post Date: 04/30/2019

Entered By: Angie

Entry Date: 04/30/2019

Journal: GJ

Description: PAYROLL 05/03/2019

L #	Description	DR	CR
01-000-002-000	PAYROLL 05/03/2019		3,286.00
01-000-124-130	PAYROLL 05/03/2019	3,286.00	
01-000-002-000	PAYROLL 05/03/2019		2,063.65
01-000-124-130	PAYROLL 05/03/2019	2,063.65	
	Journal Total:	5,349.65	5,349.65

APPROVED BY: _____

GENOA CHARTER TOWNSHIP BOARD
Public Hearing and Regular Meeting
April 15, 2019

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; Township Attorney, Joe Seward; and approximately five persons in the audience.

A Call to the Public was made with the following response: Ray Kutchev – I am here asking that any new contract with Comcast be extended to the more rural areas of the township. There are underground lines on our street that would allow easy access to the internet; however Comcast refuses to allow their usage. I have a relative who works for Comcast in another area and he is willing to put in lines; however, Comcast will only use their contractors. I have been to this board many times in the past and am again asking for your action to provide a service that most of this township enjoys without a financial burden.

Tim Fry – I live at 1636 Edwin Drive and do not want chloride applied to my road because it will pollute my well. I don't want snow pushed onto my property and am opposed to this special assessment district.

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: April 1, 2019

Approval of Regular Agenda:

Moved by Ledford and supported by Croft to approve for action all item listed under the Regular Agenda as requested. The motion carried unanimously.

3. Public hearing for the Edwin Drive Road Maintenance Project (Summer 2019).

A. A Call to the Property Owners was made with the following response: Tim Fry – I live at 1636 Edwin Drive and do not want chloride applied to my road because it will pollute my well. I don't want snow pushed onto my property and am opposed to this special assessment district.

B. A Call to the Public was made with no response.

C. Request for approval of Resolution #3 [approving the project cost estimates, special assessment district and causing the special assessment roll to be prepared] for the Edwin Drive Road Maintenance Project (Summer 2019).

Moved by Mortensen and supported by Skolarus to approve Resolution No. 3 as requested. The motion carried by roll call vote as follows: Ledford, Croft, Hunt, Lowe, Mortensen, Skolarus and Rogers. Nays – None. Absent – None.

D. Request for approval of Resolution #4 [acknowledging the filing of the special assessment roll, scheduling the second hearing, and directing the issuance of statutory notices] for the Edwin Drive Road Maintenance Project (Summer 2019).

Moved by Lowe and supported by Croft to approve Resolution No. 4 as requested, scheduling the next Public Hearing for May 6, 2019. The motion carried by roll call vote as follows: Ledford, Croft, Hunt, Lowe, Mortensen, Skolarus and Rogers. Nays – None. Absent – None.

4. Consideration of request from the Genoa Township Election Commission for approval of poll workers scheduled to work the May 7, 2019 election and other election-related items as requested by the Clerk.

Moved by Lowe and supported by Skolarus to approve the poll worker schedule and other recommendations requested by the Election Commission. The motion carried unanimously.

5. Introduction, first reading and authorization of statutory notice for a public hearing on May 6, 2019 of a proposed rezoning (ordinance no. Z-19-01) concerning approximately 10.62 acres located at 2528 Harte Drive, Brighton for parcel #4711-13-300-009. The requested rezoning is from General Commercial District (GCD) to Industrial (IND) with a Planned Industrial District (PID) overlay. The request is petitioned by James Pappas of Fusco, Shaffer and Pappas, Inc.

Moved by Lowe and supported by Ledford to introduce and conduct the first reading on proposed ordinance number Z-19-01 and to set the second reading, public hearing and consideration for adoption before the Township Board on Monday, May 6, 2019 for the purpose of considering the proposed zoning map amendment. The motion carried unanimously.

6. Consideration of a recommendation for approval of an environmental impact assessment for a proposed 6,225 sq. ft. addition and parking lot expansion to the existing Transtar Autobody Technologies facility located at 2040 Heiserman Drive. The request is petitioned by ACS Build, Inc.

Moved by Hunt and supported by Lowe to approve the environmental impact assessment dated March 20, 2019 provided all conditions of the Planning Commission are satisfied and that residential equivalent users as calculated by Greg Tatara are paid prior to a land use permit being issued. The motion carried unanimously.

7. Request for approval of a proposal in the amount of \$10,800 from Tetra Tech for topographic survey and geotechnical investigation related to drainage issues at Dillon and State streets.

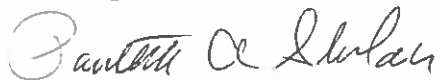
Archinal – Tetra Tech has provided a Design Engineering Proposal for a potential solution to the Dillon State Street intersection. I spoke with the Drain Commission and the Road Commission and there is some question of which agency will be responsible for design and whether or not part of the cost could be spread over a special assessment district. The proposal is to authorize topographic survey and geotechnical investigation first. We would fund this project out of the Road Improvement Fund and negotiate with the Drain Commission and Road Commission on the total cost.

Moved by Skolarus and supported by Mortensen to approve the proposal as recommended by Archinal. The motion carried unanimously.

8. Discussion regarding site preparation for and installation of a basketball court at the Genoa Park.

It was the consensus of the board to have the manager return with a quote for actual costs for a single court and the ground preparation for a second court at a later date.

Moved by Mortensen and supported by Hunt to adjourn the regular meeting and public hearing of the board at 7:25 p.m.



Paulette A. Skolarus, Clerk
Genoa Charter Township Board



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: May 6, 2019
RE: Proposed Township Hall computer replacement

Manager's Review: _____

In accordance with the Township computer replacement schedule (see attached), five workstations are up for replacement this year.

Recommended Motion

Moved by _____, Supported by _____ to approve the proposal from Dell for the purchase of 5 new workstations for \$3, 531.35.

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



Savings	\$1,901.50
Subtotal (5)	\$3,531.35
Estimated Shipping	\$0.00
Estimated Tax	\$211.90
Total	\$3,743.25

✓ You've successfully saved a new eQuote - #1029779820487

Details	Billing	Shipping	Payment method
2019 Refresh Quote number # 1029779820487 Created April 24, 2019 Expires June 23, 2019 Created by adam@genoa.org Authorized buyer Adam VanTassell	Order contact Adam VanTassell, Genoa Township Dell Contract Code: 99AGZ Customer agreement number: MHEC-07012015 Phone number: (810) 227-5225 Additional: adam@genoa.org Tax exemption I am not tax exempt	Shipping Information Adam VanTassell, Genoa Township Genoa Township, Brighton, MI, 48116-9498 Phone number: (810) 227-5225 Additional: adam@genoa.org Delivery method FREE Standard Delivery Trade compliance No, I will not be exporting	

Items	Quantity	Unit Price	Item total
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OptiPlex 3060 Small Form Factor

Discounted unit price: 5706.27
 Estimated Ship Date
 April 24, 2019

Premier discount -\$1,901.50
 Catalog Number: 84 / s034o3060sffusr

Category	Description	Code	SKU	ID
OptiPlex 3060 SFF	OptiPlex 3060 Small Form Factor BTX	GUKW3D1	[210-AOIM]	1
Processor	Intel Core™ i5-8500 (6 Cores/9MB/6T/ up to 4.1GHz/65W), supports Windows 10/Linux	GGDQJ90	[338-BN2U]	146
Operating System	Windows 10 Pro 64bit English, French, Spanish	GF48XA1	[619-AHKN]	11
Windows AutoPilot	No AutoPilot	GYE02AP	[340-CKSZ]	291
Microsoft Office	Microsoft Office 30 Day Trial	GC70FJV	[658-BCSB]	1002
Memory	8GB 1x8GB DDR4 2666MHz UDIMM Non-ECC	GFNRQ2B	[370-AEBK]	3
Additional Hard Drive	No Additional Hard Drive	G780XKR	[401-AANH]	637
Video Card	Intel® Integrated Graphics	GZQDA24	[490-BBFG]	6
Hard Drive	M 2 256GB SATA Class 20 Solid State Drive	GCYLRW3	[340-ABIG] [400-AWFS] [773-BBBC]	8
CD ROM/DVD ROM	8x DVD+/RW 9.5mm Optical Disk Drive	GTRXE5A	[325-BCXP] [429-ABFH]	16

				Item total	\$3,531.35
Category	Description	Code	SKU	ID	
Additional Storage Devices - Media Reader	No Media Card Reader Selected	GW2K1D6	[379-BBHM]	10	
Wireless	No Wireless LAN Card	GE7Y41P	[555-BBFO]	19	
Driver	No Wireless Driver	GQMKF4C	[340-AFMQ]	7	
PCI Card	No Parallel or Serial Port	GVEYQQ7	[492-BBFF]	698	
Chassis Options	OptiPlex 3060 Small Form Factor with 200W up to 85% efficient Power Supply (80Plus Bronze)	GSL9Z7U	[329-BDRC]	116	
Keyboard	No Keyboard Selected	GXJ4HE7	[580-AABG]	4	
Mouse	No Mouse Selected	GKJD14Q	[570-AAAF]	12	
Back Cover	No Cable Cover	GDT2C7Z	[325-BCZQ]	376	
Cables and Dongles	No Additional Cable	GIX0L8M	[379-BBCY]	592	
External Speakers	No External Speaker	GTNM7E2	[817-BBBC]	200095	
Stands and Mounts	No Integrated Stand option	GJOSZSE	[575-BBBI]	558	
Non-Microsoft Application Software	Windows 10 Non-Embedded	G9VSP3J	[625-BBCL] [640-BBLW] [658-BBMR] [658-BBRB] [658-BCUV] [658-BDVG]	1003	
Protect Your New PC	No Security Software	NOSS	[650-AAAM]	1014	
Operating System Recovery Options	OS-Windows Media Not Included	GLA9OQ1	[620-AALW]	200013	
E Star	Energy Star	G6J34SM	[387-BBLW]	122	
FGA Module	3060SFF_1H19_034/US/BTS	FG0035	[998-CYXL]	572	
Chassis Intrusion Switch	No Chassis Intrusion switch	G0G78K4	[461-AAEI]	289	
Hard Drive Cables and Brackets	M.2 Caddy	GGPQ1ML	[575-BBKX]	705	
Optical Software	Cyberlink Media Suite Essentials for Windows 10 and DVD drive (without Media)	GWNM30Y	[658-BBTV]	597	
TPM Security	Trusted Platform Module (Discrete TPM Enabled)	GJMDKT6	[329-BBJL]	297	
Power Cord	System Power Cord (US)	GA5894N	[450-AAOJ]	20	
Processor Branding	Intel® Core™ i5 Processor Label	GS8CVPI	[389-CG8B]	749	
UPC Label	Print on Demand Label	GLBM3TR	[389-BDQH]	292	
Documentation/Disks	Safety/Environment and Regulatory Guide (English/French Multi-language)	G7R80GY	[340-AGIK]	21	
Hard Drive Software	NO INTEL RESPONSIVE	GH8D5LC	[551-BBBJ]	707	
Systems Management	No Out-of-Band Systems Management	GSD8BQ0	[631-ABSG]	49	
CompuTrace Offerings + Stoptrack Label	No Computrace	G01F2XY	[461-AABF]	697	
Canada Ship Options	US No Canada Ship Charge	G3IA0L8	[332-1286]	111	

Category	Description	Code	SKU	ID
Regulatory Label	SFF; EPA Regulatory LBL for Mexico	GZH6OCV	[389-CMVL]	676
Packaging	Ship Material for Optiplex SFF	GOK7N04	[340-CDWZ] [389-BBUJ]	465
Placemat	Documentation, English, French, Dell Optiplex 3060	GT4ZEVO	[340-CDWQ]	60
Transportation from ODM to region	BTS/BTP Shipment	GIXVG8K	[800-88IF]	200080
External Optical Device	No External ODD	GVTOW4N	[429-ABGY]	317
Additional Video Ports	Optional VGA Video Part for SFF	G2XUGP1	[382-88FF]	495
Hardware Support Services	3 Years Hardware Service with Onsite/In-Home Service After Remote Diagnostics	G50U4DQ	[803-8583] [803-8590]	29

Savings: \$1,901.50

Subtotal (5): \$3,531.35

Savings \$1,901.50

Subtotal (5) \$3,531.35

Estimated Shipping \$0.00

Estimated Tax \$211.99

Total \$3,743.25

Ultrabook, Celeron, Celeron Inside, Core Inside, Intel, Intel Logo, Intel Atom, Intel Atom Inside, Intel Core, Intel Core i3, Intel Inside Logo, Intel vPro, Itanium, Itanium Inside, Pentium, Pentium Inside, vPro Inside, Xeon, Xeon Phi, Xeon Inside, and Intel Optane are trademarks of Intel Corporation or its subsidiaries in the U.S. and/or other countries.

Same day shipment subject to order size limitations, Dell standard shipping methods and payment via credit card, gift card or Dell Business Credit. Notification will be provided if there are payment delays which could impact shipping date. Electronics and accessories may ship separately.

Smart Selection. Limited quantities. Only available for orders placed by 5:59 p.m. CT Mon.-Thurs. Systems shipped the next business day after an order is placed. Subject to order approval. Software and accessories not part of the configuration will be shipped separately and may arrive after your system. Please note that Smart Selection Configuration pricing cannot be combined with other pricing offers or discounts provided or agreed to by Dell. **Orders with Custom Factory Integration might require additional processing time.

*Dell Business Credit Offered to business customers by WebBank, Member FDIC, who determines qualifications for and terms of credit. Taxes, shipping and other charges are extra and vary. Minimum monthly payments are the greater of \$15 or 3% of the new balance shown on the monthly billing statement. Dell and the Dell logo are trademarks of Dell Inc.

**Payment solutions provided and serviced by Dell Financial Services L.L.C. or its affiliate or designee ("DFS") for qualified customers. Offers may not be available or may vary in certain countries. Where available, offers may be changed without notice and are subject to product availability, credit approval, execution of documentation provided by and acceptable to DFS, and may be subject to minimum transaction size. Offers not available for personal, family or household use. Dell and the Dell logo are trademarks of Dell Inc. Restrictions and additional requirements may apply to transactions with governmental or public entities.

*Subject to applicable law and regulations

ALL ORDERS ARE SUBJECT TO APPROVAL AND ACCEPTANCE BY DELL. Pricing, availability and other terms of offer may be withdrawn or changed without notice. Dell cannot be held responsible for errors in typography or photography

Cookie Consent

»

<u>Asset ID</u>	<u>Employee</u>	<u>Date Acquired</u>	<u>Description</u>	<u>Date of Replacement</u>
1	Overby, Cindy	1/1/2016	Dell Optiplex	4/1/2021
2	Sapienza, Kristen	1/1/2016	Dell Optiplex	4/1/2021
3	Archinal, Michael	1/1/2016	Dell Optiplex	4/1/2021
4	VanTassell, Adam	1/1/2016	Dell Optiplex	4/1/2021
5	Gambino, Laura	1/1/2016	Dell Optiplex	4/1/2021
6	Rojewski, Deborah	1/1/2016	Dell Optiplex	4/1/2021
7	Van Marter, Kelly	1/1/2016	Dell Optiplex	4/1/2021
8	Hunt, Robin	7/1/2018	Dell Optiplex	4/1/2023
9	Stone, Sharon	7/1/2018	Dell Optiplex	4/1/2023
10	Williams, Angie	7/1/2018	Dell Optiplex	4/1/2023
11	Lindberg, Tammy	7/1/2018	Dell Optiplex	4/1/2023
12	Buttermore, Jessica	7/1/2018	Dell Optiplex	4/1/2023
13	Vacant Manager	4/1/2013	Dell Optiplex 790	4/1/2019
14	Murphy, Kathleen	4/1/2013	Dell Optiplex 790	4/1/2019
15	Ruthig, Amy	4/1/2013	Dell Optiplex 790	4/1/2019
16	Krencicki, Mary	5/1/2014	Dell Optiplex 7010	4/1/2019
17	Skolarus, Polly	5/1/2014	Dell Optiplex 7010	4/1/2019
18	Elections	5/1/2014	Dell Optiplex 7010	4/1/2019
19	Board Room	4/1/2013	Dell Optiplex 790	4/1/2019
20	QVF Server		State supplied computer	
21	Clerk Front Counter	7/1/2013	Unknown	TBD
22	Tax Front Counter	7/1/2005	Unknown	TBD
23	Map Room	7/1/2005	Unknown	TBD
24	Vacant clerk		State supplied computer	
25	Security/Test computer	7/1/2013		TBD

MEMORANDUM

TO: Township Board

FROM: Michael Archinal 

DATE: 5/2/2019

RE: Basketball Court

Over the last two meetings we have discussed the installation of a basketball court at the Township Hall. I believe the attached quotes reflect the direction given to me. The site will be graded to accommodate two courts. One court will be constructed this year. The court will be lined for basketball and will include hoop systems, pads and ball containment netting on each end. The use of this court will be monitored to determine the future of the second pad.

- Site work is estimated at \$45,000.
- Court installation is estimated at \$60,303.60

Please consider the following action:

Moved by _____, supported by _____, to approve site work and court installation for a basketball court at the Genoa Park as presented at a cost of \$105,303.60.

SUPERIOR SPORTS, LLC
 1250 N. OPDYKE RD.
 AUBURN HILLS, MI 48326



office: 248-342-3828
 fax 248-499-6141
 email tm@sportcourtml.com
 website: www.sportcourtml.com

Client: Mike Archinal
 Address:
 City/Zip
 phone

Sales Representative:
 Tim Barnes
 cell # (248) 342-3828

	OPTION #1 60'x34' 6,640 SQ. FT.		OPTION #2 SQ. FT.	OPTION #3 SQ. FT.
COMPONENT	PRICE	(UNITS)	(UNITS)	(UNITS)
LIGHT UNITS				
double LED hoop light	600.00			
double LED light fixture	1995.00			
BASKETBALL HOOP SYSTEMS				
ultimate 72" adjustable hoop	1895.00	2	3790.00	
ultimate 60" adjustable hoop	1595.00			
BASKETBALL PAD SET				
	235.00	2	470.00	
pole	110.00			
backboard	95.00			
anchor	95.00			
NET ADJUSTMENT SYSTEM				
NET POLE (ONE POLE)	249.00			
	549.00			
MULTIPURPOSE NETS				
15' or 20' with cable	120.00			
24' with cable	140.00			
30' or 40' with cable	170.00			
tennis net	225.00			
REBOUNDER				
10'x10'	995.00			
10'x20'	1695.00			
BALL CONTAINMENT				
10' ball containment (per LF)	30.00	120	3600.00	
4' ball containment (per LF)	24.00			
SPORTS GEAR				
fun pack	359.00			
fun pack with rack	425.00			
hockey set	549.00			
painted shuffle board	439.00			
painted pickleball lines	399.00			
painted tennis lines	525.00			
painted 3/4 and 1/2	330.00		100.00	
BATTING CAGE				
12x12x60 batting cage	4000.00			
10x10x60 batting cage	3500.00			
SPORTS SURFACING (PER FT)	4.49		25323.60	
COMPONENT SUBTOTAL				
			33883.60	
freight			1500.00	
installation			950.00	
tax 6%			exempt	
reinforced concrete with rerod prep and base	4.25 sq. ft		23970.00 provided	
COURT SYSTEM TOTAL			\$ 60,303.60	\$ -

HOMEOWNER IS RESPONSIBLE FOR ELECTRICAL CONNECTIONS, PERMITS, EASEMENTS AND HOMEOWNER ASSOC. APPROVAL

Customer Signature _____ Date _____
 Sport Court Signature _____ Date _____

**OPINION OF PROBABLE PROJECT COST
TETRA TECH**

401 South Washington Square, Suite 100 Lansing MI 48933

Telephone: (517) 316-3930 Fax: (517) 484-8140

PROJECT: Genoa Township Hall Basketball court
 LOCATION: Genoa Township, Livingston County, Michigan
 BASIS FOR ESTIMATE: CONCEPTUAL PRELIMINARY FINAL
 WORK: Basketball court grading
2 court Mass Grading

DATE: 4/9/2019
 PROJECT NO. 200-12736-00-000
 ESTIMATOR: G. Markstrom
 CHECKED BY: G. Markstrom

ITEM NO.	DESCRIPTION	QUANT.	UNIT	UNIT AMOUNT	TOTAL AMOUNT
1	Mobilization (3% of Construction Cost, Max \$50,000)	1	LS	\$2,000.00	\$2,000
2	Remove Existing Pathway Pavement	120	SYD	\$5.00	\$600
3	Earthwork	1,000	CYD	\$15.00	\$15,000
4	Agg Base 8 inch (Pathway)	150	SYD	\$20.00	\$3,000
5	Pathway, 2" HMA 125ft x 8 ft	20	TON	\$150.00	\$3,000
6	Lawn Restoration	1,500	SYD	\$8.00	\$12,000
7	SESC - Silt Fence	500	EA	\$4.00	\$2,000
8	SESC - Inlet Protection	1	EA	\$500.00	\$500
	Construction Subtotal				\$39,000
	Contingencies (15% Construction Cost)				\$8,000
	Construction Cost				\$45,000
TOTAL PROJECT COST					\$45,000

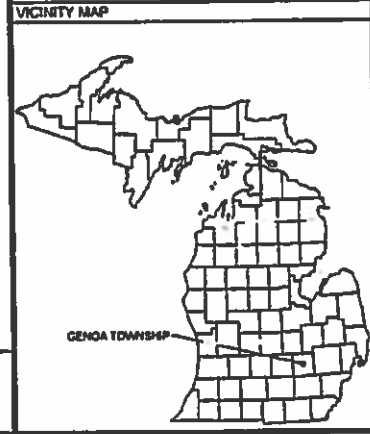
GENOA TOWNSHIP, MICHIGAN BASKETBALL COURT

401 S. WASHINGTON SQUARE
LANSING, MI 48224
PHONE 817.216.1000 FAX 817.216.0148
www.tetra-tech.com



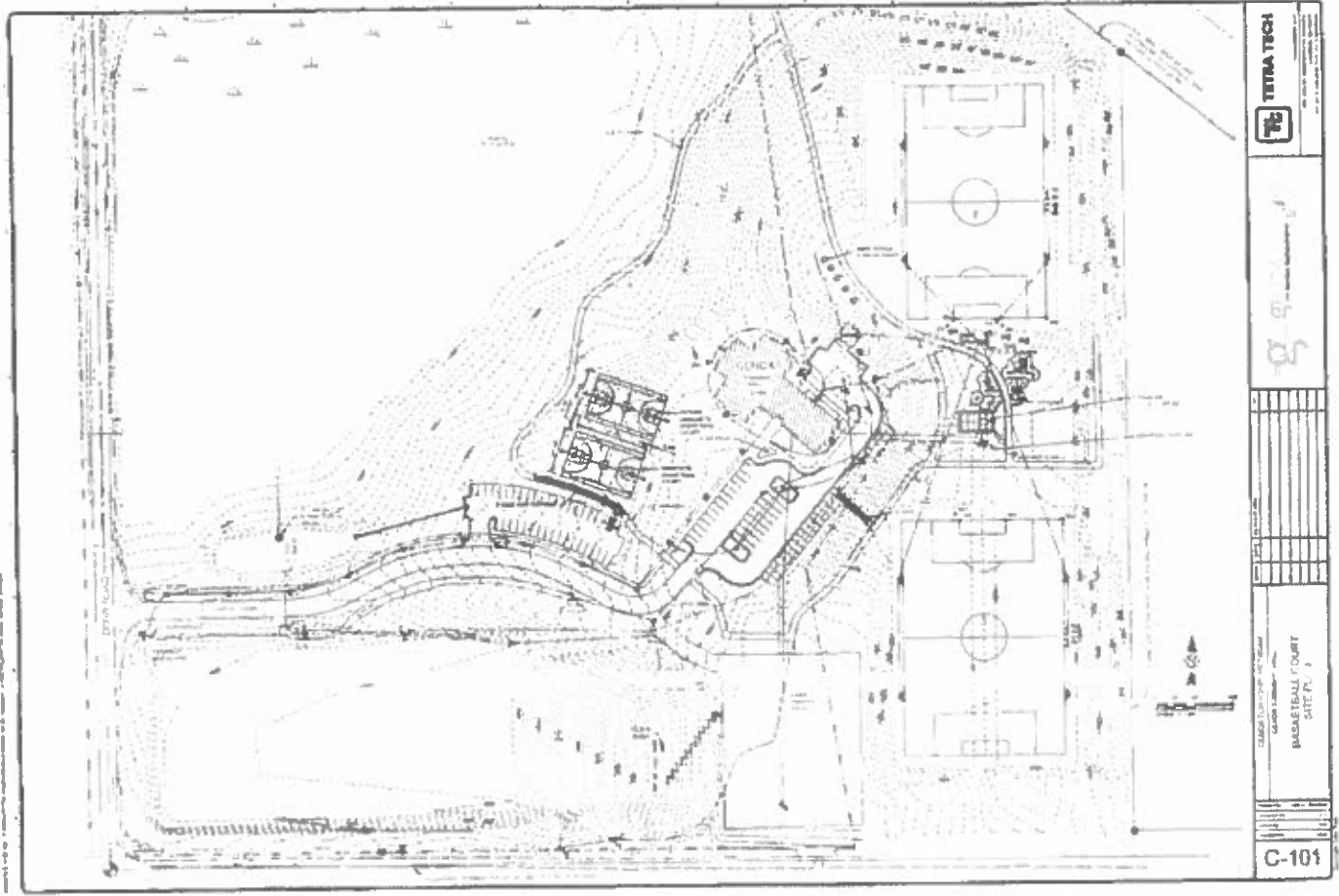
PROJECT LOCATION: GENOA TOWNSHIP, MICHIGAN	CLIENT INFORMATION: GENOA TOWNSHIP
TI PROJECT No.: 200-1770-10002	CLIENT PROJECT No.:
PROJECT DESCRIPTION / NOTES: INSTALLATION OF BASKETBALL COURT AND PATHWAY RELOCATION	

ISSUED:



SHEET INDEX

0-001	GENERAL NOTES
C-101	SITE PLAN
C-102	ADJACENT PLAN
C-103	RELOC PLAN

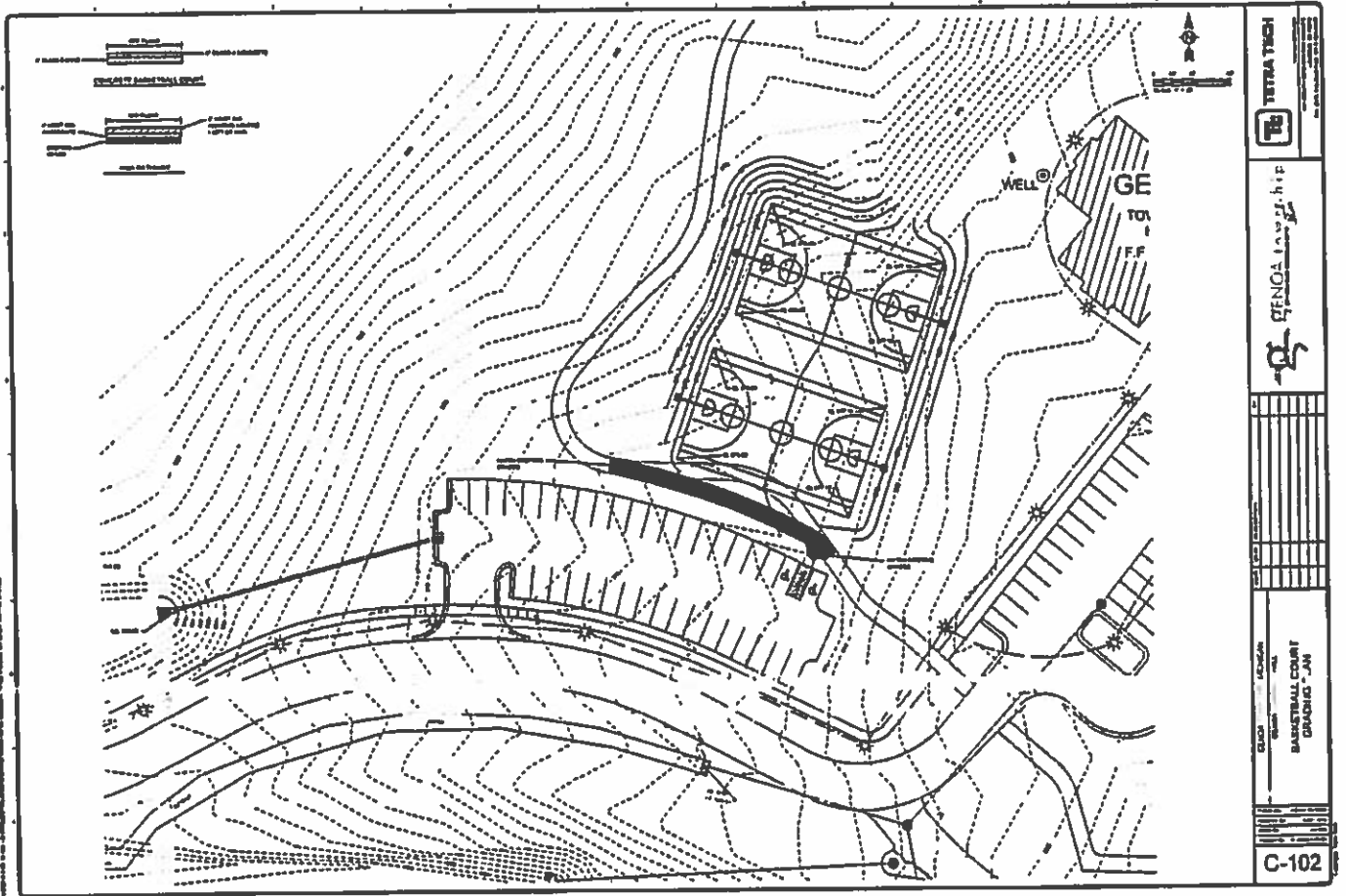


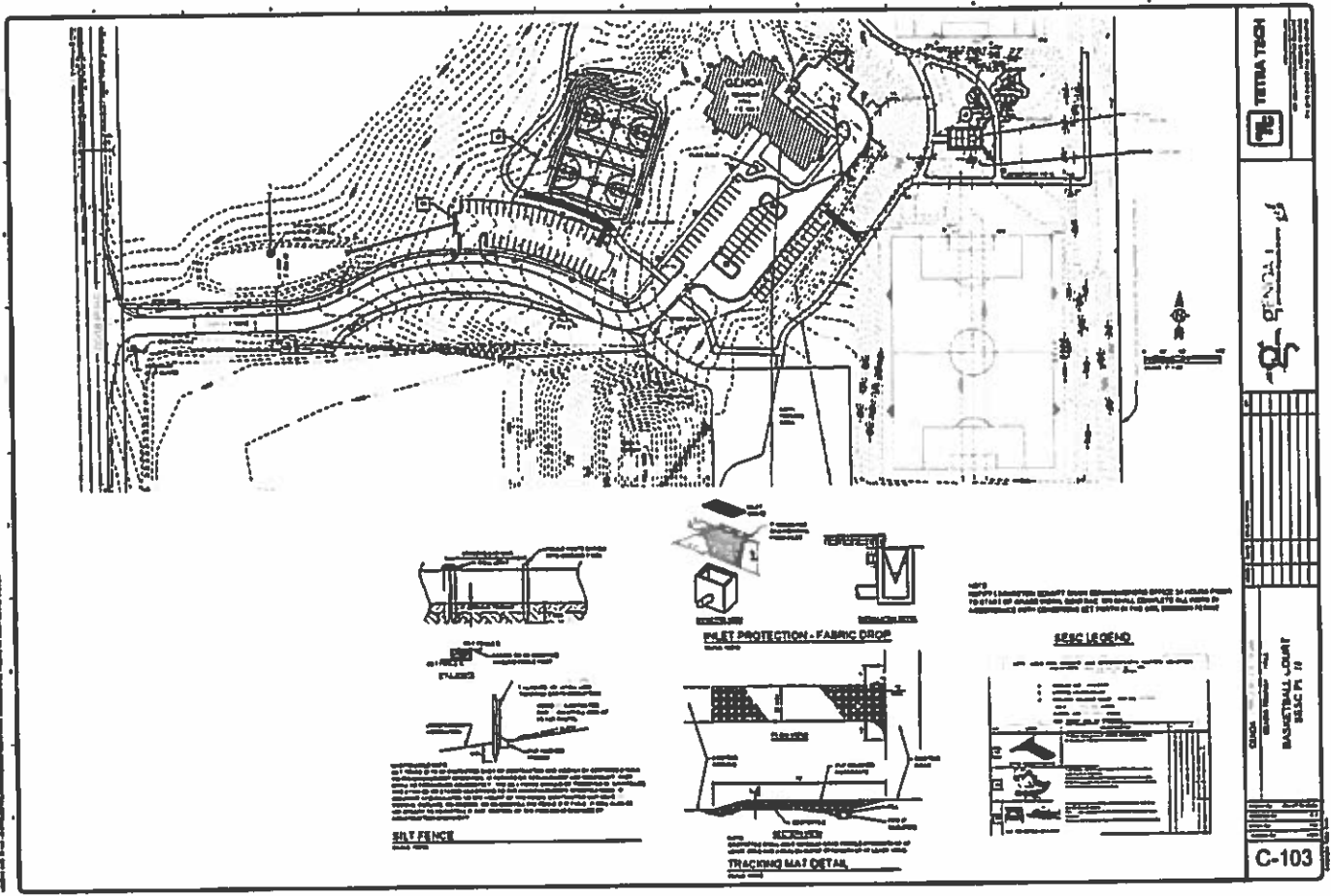
ITINA TECH



BASEBALL COURT
SITE PLAN

C-101





TETRA TECH

STANDARD

**BASKETBALL COURT
SERC P. 11**

C-103

Date: 4/18/19

To: Genoa Township Board

From: Robin Hunt

For your consideration please find attached two quotes from Mica Crafters for improvements to the main copy room and the Township kitchen.

The copy room is used for office supply storage, postage machine, use of the folding machine for mass mailings and the main copier. This room has been in need of serious upgrades for quite some time. These improvements will not only help improve the appearance but will also help with efficiency and ease of the use of the folding machine, postage meter and copier.

The kitchen which is used often for Township staff functions and everyday use is also in need of upgrades again for appearance and functionality.

Please let me know if you have any questions. Thank you

Amy Ruthig

From: Catherine Gaffey <micacrafters@sbcglobal.net>
Sent: Thursday, May 02, 2019 2:13 PM
To: Amy Ruthig
Subject: Breakdown for Cabinets & countertops at 2911 Dorr Road

May 2, 2019

ESTIMATE

Attn: Amy
Re: Cabinets & countertops for 2911 Dorr Road

Measured made and installed
\$6446.00

INCLUDES

Copy Room \$3445.00

- (1) 79-1/2" x 25-1/4" deep x 156-1/2" x 21-1/2" deep L-shape countertop-Colorado Slate 7014-58-standard square edge-4" tall loose square edge splashes
 - (5) 25" wide x 20" deep x 34" tall base cabinets-white melamine interiors with one adjustable shelf-Wilsonart Frosty White 1573-60 exteriors
 - (2) 4" wide cabinet fillers
- Standard hardware

Kitchen \$3001.00

- (1) 49-1/4" x 181-1/4" x 25-1/2" deep L-shape countertop-Elemental Blue Steel 6475-58-standard square edge-4" tall loose square edge splashes
 - (4) 25" wide x 24" deep x 34" tall base cabinets-white melamine interiors with one adjustable shelf-Wilsonart Frosty White 1573-60 exteriors
 - (2) 1-1/2" wide cabinet inside corner fillers
- Standard hardware

(10) additional cabinet pulls for existing cabinets.

***pricing good if both rooms are done at the same time.**

TERMS

We will require a deposit of 50% down, balance COD.

I will need a tax exempt form filled out.

If you have any questions/concerns please do not hesitate to call.

Thank You,
Cathy
Mica Crafters, Inc.
O: (517) 548-2924
F: (517) 546-3540

Resolution No. 5 – Edwin Drive Road Improvement
Project (Summer 2019)

GENOA CHARTER TOWNSHIP

At a regular meeting of the Township Board of the Genoa Charter Township, Livingston County, Michigan, (the “Township”) held at the Township Hall on May 6, 2019, at 6:30 p.m., there were

PRESENT: Croft, Hunt, Ledford, Lowe, Mortensen, Rogers, and Skolarus.

ABSENT:

The following preamble and resolution were offered by _____ and seconded by _____.

Resolution Confirming Special Assessment Roll

WHEREAS, the Board of Trustees of the Township has determined to proceed with the Edwin Drive Road Improvement Project (Summer 2019) within the Township as described in Exhibit A (the “Project”) and in accordance with Act No. 188, Michigan Public Acts of 1954, as amended;

WHEREAS, the Board of Trustees of the Township has determined to advance the costs of the Project from Township funds and to use special assessments to raise the money necessary to reimburse the Township for the advance of such funds;

WHEREAS, the Township Supervisor has prepared the Special Assessment Roll entitled Special Assessment Roll for Edwin Drive Road Improvement Project (Summer 2019) (the “Proposed Roll”) and has filed the Proposed Roll with the Township Clerk;

WHEREAS, the Township Board has scheduled a public hearing on the Proposed Roll and notice of the hearing has been properly provided;

WHEREAS, the Township Board conducted the public hearing on the Proposed Roll on May 6, 2019.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Roll Confirmed. In accordance with Act No. 188, Michigan Public Acts of 1954, as amended, and the laws of the State of Michigan, the Township Board hereby confirms the Special Assessment Roll for the Edwin Drive Road Improvement Project (Summer 2019) (the “Roll”).
2. Future Installments - Principal. The Township Board determines that each special assessment may be paid in five installments. The first installment shall be due July 1, 2019.
3. Future Installments - Interest. All unpaid installments shall not bear interest.

4. Warrant. The Township Clerk is hereby directed to attach a warrant (in the form of Exhibit B to this resolution) to the Roll and to deliver such warrant and the Roll to the Township Treasurer, who shall thereupon collect the special assessments in accordance with the terms of this resolution, the Clerk's warrant and the statutes of the State of Michigan.

5. Inconsistent Prior Resolutions. All previously adopted resolutions that are in conflict with this resolution are repealed to the extent of such conflict.

A vote on the foregoing resolution was taken and was as follows:

YES: Hunt, Ledford, Lowe, Mortensen, Rogers, Skolarus, and Croft.

NO: None.

ABSENT: None.

CLERK'S CERTIFICATE

The undersigned, being the duly qualified and acting Clerk of the Township, hereby certifies that (1) the foregoing is a true and complete copy of a resolution duly adopted by the Township Board at a meeting of the Township Board, at which meeting a quorum was present and remained throughout; (2) the original thereof is on file in the records in my office; (3) the meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with the Open Meetings Act (Act No. 267, Public Acts of Michigan, 1976, as amended); and (4) minutes of such meeting were kept and will be or have been made available as required thereby.

Paulette A. Skolarus, Genoa Charter Township Clerk

EXHIBIT A

EDWIN DRIVE ROAD MAINTENANCE PROJECT (Summer 2019)

DESCRIPTION OF PROJECT A FIVE-YEAR SPECIAL ASSESSMENT DISTRICT WITH PROJECTED COSTS AS FOLLOWS:

- Total cost of the project: \$18,988.00
- Total parcels: 15
- Total amount per parcel: \$1,265.87
- Amount per year for FIVE years @ 0% Interest: \$253.17
- Homeowners signing the petition: 53%

The project (the “Project”) will consist of:

- An initial application of 204 tons of crushed asphalt
- Grading of Edwin Drive twice a year
- Five yards of material added in years 2, 3, 4 and 5 for spot repair
- Two applications of chloride per year
- Snow removal
- Miscellaneous maintenance
- Township costs for publications and mailings

Exhibit B

Warrant

WARRANT

TO: Treasurer
Genoa Township
Livingston County, Michigan

I certify that attached to this Warrant is a true copy of the special assessment roll for the Genoa Township Edwin Drive Road Improvement Project (Summer 2019) (the "Roll") confirmed by the Township Board on May 6, 2019 (the "Confirming Resolution"). You are hereby directed to proceed to collect the amounts due on such Roll in accordance with this Warrant, the Confirming Resolution and the statutes of the State of Michigan.

Paulette A. Skolarus,
Genoa Charter Township Clerk

PARCEL	ASSESSMENT NAME	ASSESSMENT	OWNER ADDRESS
4711-11-100-003	X040119, Edwin Dr Rd	1,265.87	CHRISTENSEN ARTHUR & HORNBECK LAURA 1622 EDWIN DR
4711-11-100-018	X040119, Edwin Dr Rd	1,265.87	BIERSCHBACH ROBERT 1601 EDWIN DR
4711-11-100-019	X040119, Edwin Dr Rd	1,265.87	REFALO MICHAEL 1619 EDWIN DR
4711-11-302-041	X040119, Edwin Dr Rd	1,265.87	BROWN, PHILIP & DIANE 1681 EDWIN DR
4711-11-302-042	X040119, Edwin Dr Rd	1,265.87	MALE, LEONARD S. 9539 HILLCREST DR
4711-11-302-044	X040119, Edwin Dr Rd	1,265.87	HELMKA, SHARON & JOSEPH 1663 EDWIN DR
4711-11-302-049	X040119, Edwin Dr Rd	1,265.87	FRY MARK & DEBRA 1636 EDWIN DR
4711-11-302-051	X040119, Edwin Dr Rd	1,265.87	GAUNT MICHAEL J 1652 EDWIN DR
4711-11-302-052	X040119, Edwin Dr Rd	1,265.87	KOVANIS, HARALMBOS 5397 E. GRAND RIVER
4711-11-302-055	X040119, Edwin Dr Rd	1,265.87	DONNELLON JEFFREY 1670 EDWIN DR
4711-11-302-056	X040119, Edwin Dr Rd	1,265.87	FOGUTH MATTHEW & SHELBY 1676 EDWIN DR
4711-11-302-073	X040119, Edwin Dr Rd	1,265.87	HUNTSMAN ROCHELLE 1662 EDWIN DR
4711-11-302-076	X040119, Edwin Dr Rd	1,265.87	CUFFE DENNIS 37901 HURON POINTE DR
4711-11-302-077	X040119, Edwin Dr Rd	1,265.87	GUBALA WAYNE 1689 EDWIN DR
4711-11-302-080	X040119, Edwin Dr Rd	1,265.87	GROOMES, KELLY & MARY 1655 EDWIN DR
# OF PARCELS: 15	TOTALS:	18,988.05	



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

MEMORANDUM

TO: Honorable Board of Trustees
FROM: Kelly VanMarter, Assistant Township Manager/Community Development Director
DATE: April 30, 2019
RE: Birkenstock PID Rezoning & Conceptual PUD Ordinance No. Z-19-01

MANAGERS REVIEW: _____

In consideration of the approval recommendations by the Township Planning Commission on 3/11/19 and the Livingston County Planning Commission on 4/17/19 please find the attached proposed rezoning ordinance and conceptual Planned Unit Development (PUD) for your review. The proposed ordinance involves rezoning of parcel 4711-13-300-009 which consists of approximately 10.62 acres located at 2528 Harte Drive on the south side of Grand River Avenue east of Euler Road. The proposed rezoning is from General Commercial District (GCD) to Industrial (IND) with a Planned Industrial District Overlay (PID).

The proposal is for a new 66,000 square foot indoor climate controlled storage building, which includes space for office/sales and a managers residence. The Planned Industrial Development agreement provides for the proposed use as well as limiting the more intensive Industrial Land Uses while retaining the Office Service District uses. Procedurally, the applicant is at the last step of the rezoning and conceptual PUD approval phase. Following conceptual approval, the applicant may then proceed to the Final PUD site plan phase. My review of the revised submittal was focused on compliance with the outstanding items discussed at the Planning Commission and in response I suggest Board consideration of the following:

REZONING – REQUIRES CALL TO PUBLIC AND ROLL CALL VOTE

Moved by _____, Supported by _____ to **APPROVE AND ADOPT Ordinance No. Z-19-01**. This approval is made because the proposed amendment to the Zoning Map and reclassification as a Planned Industrial Park District (PID) with the related development agreement and conceptual plan has been found to comply with the criteria stated in Sections 10.02.04, 10.07.01 and 22.04 of the Township Zoning Ordinance. This finding includes that the rezoning encourages innovative and beneficial land uses, is consistent with the goals, objectives, and land use map of 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

master plan, preserves open space and historical features, promotes efficient provision of public services and utilities, reduces adverse vehicular and pedestrian traffic impacts, and encourages the use and improvement of an existing site.

PUD AGREEMENT

Moved by _____, Supported by _____ to APPROVE the PUD Agreement revised on April 16, 2019 subject to the following:

1. The revisions suggested by the Township Attorney related to Section III, Item A. shall be incorporated and the revised draft shall be reviewed and approved by Township staff and Township Attorney.
2. Page numbering shall be corrected.
3. In regard to permitted uses, the first “whereas...” statement on page 2, Section I. Item B., and Section II, Item A. shall be revised so as not to indicate that all permitted uses are included. A list of uses shall be provided in table format as an Exhibit C and shall depict all permitted and special land uses applicable to the property.
4. Section I, Item F. shall remove the reference to Article 13 and instead state “shall comply with the Zoning Ordinance”.

IMPACT ASSESSMENT

Moved by _____, Supported by _____, to APPROVE the environmental impact assessment dated January 2019 as submitted.

CONCEPTUAL PUD PLAN

Moved by _____, Supported by _____, to APPROVE the Conceptual PUD Plan dated 2/22/19 with revised sheets A.S.101 and C.102 dated 4/5/19 with the following conditions:

1. The petitioner is encouraged to retain and/or relocate to the extent possible any healthy and mature trees in the final PUD site plan submittal.
2. Details of the electronic message sign shall be provided with the Final PUD site plan.
3. As requested by the Township Engineer, documentation of the temporary grading easement shall be provided with the Final PUD Site Plan submittal.

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

Sincerely,

Kelly VanMarter
Assistant Township Manager/Community Development Director

ORDINANCE NO. Z-19-01

AN ORDINANCE TO AMEND THE ZONING MAP OF THE CHARTER TOWNSHIP OF GENOA BY REZONING PARCEL 4711-13-300-009 (10.62 ACRES) FROM GENERAL COMMERCIAL DISTRICT (GCD) TO INDUSTRIAL (IND) WITH A PLANNED INDUSTRIAL DISTRICT OVERLAY (PID).

THE CHARTER TOWNSHIP OF GENOA HEREBY ORDAINS that the Zoning Map, as incorporated by reference in the Charter Township of Genoa’s Zoning Ordinance, is hereby amended as follows:

Real property containing approximately 10.62 acres with parcel ID number 4711-13-300-009 located at 2528 Harte Drive on the south side of Grand River Avenue east of Euler Road, which is more particularly described as follows:

Part of the W. 1/2 of Section 13, T.2N., R.5E., Genoa Township, Livingston County, Michigan, being described as: Beginning at a point distant S. 89°59'51" E., 1865.22 feet along the East-West 1/4 line of said Section 13, from the W. 1/4 corner of said Section 13; thence N. 01° 20' 04" W., 209.26 feet; thence S. 68° 25' 58"E., 145.05 feet; thence N. 01° 23' 01" W., 430.25 feet; thence S. 69° 16' 02" E., 71.45 feet; thence S. 01° 14' 16" E., 431.10 feet; thence S. 69° 01' 58" E., 54.11 feet; thence S. 01° 19' 37" E., 50.00 feet; thence N. 88° 43' 02" E., 200.00 feet; thence S. 01° 18' 00" E., 804.87 feet; thence S. 25° 29' 42" W., 128.47 feet; thence S. 88° 58' 44" W., 390.33 feet; thence N. 01° 20' 04" W., 862.97 feet to the point of beginning.

shall be rezoned from the General Commercial District (GCD) to Industrial (IND) with a Planned Industrial Development District Overlay (PID) zoning classification. The Township Planning Commission and Township Board, in strict compliance with the Township Zoning Ordinance and with Act 184 of the Public Acts of 1943, as amended, reclassified the Property as Industrial/Planned Industrial District (IND/PID) finding that such classification properly achieved the purposes of Section 22.04 of the Township’s Zoning Ordinance (as amended).

Severability If any provision of this Ordinance is found to be invalid, than the remaining portions of this Ordinance shall remain enforceable.

Effective Date This Ordinance shall be effective upon publication in a newspaper of general circulation as required by law.

On the motion to adopt the Ordinance the following vote was recorded:

Yeas:

Nays:

Absent:

I hereby approve the adoption of the foregoing Ordinance this 6th day of May, 2019.

Paulette A. Skolarus
Township Clerk

Bill Rogers
Township Supervisor

Township Board First Reading: April 15, 2019
Date of Publication of Proposed Ordinance: April 21, 2019
Township Board Second Reading and Adoption: proposed May 6, 2019
Date of Publication of Ordinance Adoption: proposed May 12, 2019
Effective Date: proposed May 12, 2019

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

**NOTICE OF PROPOSED PLANNED UNIT DEVELOPMENT ZONING MAP AMENDMENT
MAY 6, 2019**

Pursuant to Michigan Public Act 359 of 1947, (the Charter Township Act), Michigan Public Act 110 of 2006 (the Michigan Zoning Enabling Act and the Genoa Township Zoning Ordinance, notice is hereby given that the Genoa Charter Township Board will conduct a public hearing to consider ordinance number Z-19-01 to amend the official zoning map at 6:30 p.m. on Monday, May 6, 2019. The property proposed for rezoning is located at 2528 Harte Drive on the south side of Grand River Avenue east of Euler Road. The subject area involves approximately 10.62 acres on parcel 4711-13-300-009. The proposed rezoning is from General Commercial District (GCD) to Industrial (IND) with a Planned Industrial District Overlay (PID). The complete text of the proposed ordinance is available for public inspection at the Township Hall located at 2911 Dorr Road, Brighton, Michigan 48116, Monday through Friday from 9:00 a.m. to 5:00 p.m.

You are invited to attend this hearing. If you are unable to attend, written comments may be submitted by writing to the Township Board at the Genoa Township Hall, 2911 Dorr Road, Brighton, MI 48116 or via email at amy@genoa.org up to the date of the hearing and may be further received by the Board at said hearing. In addition, all material relating to this request may be examined at the Township Hall during normal business hours.

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.

Kelly VanMarter
Assistant Township Manager/Community Development Director

(Press/Argus 04-21-19)



April 5, 2019

Ms. Kelly Van Marter
Genoa Twp. Community Development
2911 Dorr Road
Brighton, MI 48116

Re: Harte/ Birkenstock Office / Storage
PID Review Comment Response
Genoa Twp.
PID Review Re-Submission

Dear Ms. Van Marter:

Attached please find one (1) set of the revised plans sheets for this project, dated April 5, 2019 for your review and processing toward PID Approval. In response to the Planning Commission Approval subject to the following comments/requested revisions from the March 11, 2019 Hearing, listed in the Meeting Minutes, and the referenced Tetra Tech review letter for PID submission administrative review dated March 1, 2019, we offer the following:

PLANNING COMMISSION - REFERENCING TETRA TECH CIVIL ENGINEERING

1. Per the Planning Commission Meeting Minutes, the Planning Commission requires that; "The requirements of the Township engineer in his letter dated March 1, shall be addressed". The one contingency item in the Tetra Tech review letter states; "Documentation of these (temporary grading) easements should be provided for the township's records". The Temporary Easements will be provided along with the Final PID Submission.

PLANNING COMMISSION

1. PUD agreement adjustment per the Planning Commission Meeting Minutes, to "eliminate the Table of prohibited Uses and replace with selected and permitted uses from the Office Service and Industrial Zoning districts". This revision has been made-See attached updated PUD Agreement.
2. "Chairman Brown provided suggested edits for the PUD Agreements. These items have been updated-See attached updated PUD Agreement.
3. "The petitioner is encouraged to retain and /or relocate to the extent possible any healthy and mature trees". The ownership is considering additional options for this item and will respond at the time of the Final PID Submission.



FUSCO, SHAFFER & PAPPAS, INC.
ARCHITECTS AND PLANNERS

4. "The existing pole sign (at Grand River entry) shall be removed". A note has been added to the Architectural Site Plan (A.S.101) and the site Paving and Grading Plan (C.102) addressing this item.

Kindly contact us if you have any additional questions or comments. Thank you for your assistance with this project.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Steve Roffi', is written over the typed name.

Steve Roffi, R.A.

agreement will cover the access road for the property at the north, which is not part of the condominium development.

- The master deed and/or by-laws should spell out that because of the road easement for the property to the north, future development on that property to the north may occur.
- The petitioner should request review by the Health Department regarding the location of the septic field on the property to the north of the development relative to its location next to Lot #15's well and septic field.
- The petitioner should review the landscaping plan to ensure that trees planted will not interfere with septic fields.
- The petitioner will follow recommendations made by the Township engineer in his letter dated February 25, 2019 and the Brighton Area Fire Authority letter dated March 4, 2019.

The motion carried unanimously.

Commissioner Dhaenens stated he appreciates the applicant listening to the comments made by the Planning Commission and the consultants and presenting a revised plan that was more fitting.

OPEN PUBLIC HEARING # 2... Review of a rezoning application, PUD application, PUD agreement, impact assessment, and conceptual PUD plan for a proposed planned industrial development with a new 67,000 sq. ft. indoor climate controlled storage building. The rezoning requested is from GCD to IND with a Planned Industrial District (PID) overlay located at 2528 Harte Drive, Brighton consisting of 10.62 acres on Parcel #4711-13-300-009. The request is petitioned by James Pappas of Fusco, Shaffer and Pappas, Inc.

- A. Recommendation of Rezoning and PUD Applications - GCD to IND (PUD)
- B. Recommendation of PUD Agreement (2-22-19)
- C. Recommendation of Environmental Impact Assessment (January 2019)
- D. Recommendation of Conceptual Site Plan (2-22-19)

Mr. Jim Pappas, the engineer, and Mr. Harte, the property owner, were present. They are proposing to building a climate controlled storage building with a sales office. There will also be a residential unit on the second story of the building for the caretakers of the storage facility. Mr. Pappas showed the site plan, building elevations, and proposed building materials. He reviewed the drainage plan, landscape plan, site access, and the proposed ground sign.

They will need to request an amendment to the PUD because it requires a two-acre acre minimum lot size and the lot split and they are requesting is one acre. They believe the proposed materials are attractive and appropriate for this location.

They will need to remove all of the trees on the site so they are proposing to replace as many trees as possible throughout the site.

They are installing a greenbelt around three sides of the building at the property line; however, they are requesting the requirement for the wall be waived. They do not believe it is in the best interest of the residential neighborhood that is adjacent to this property on three sides. Many of the kids use this site to “cut through” to Grand River to get to and from the bus stop. If they were to put up the wall, it would make it a much longer walk for them. They will install a sidewalk throughout the site which will assist with these kids continuing to cut through the site.

The ground sign on Grand River is larger than allowed. Mr. Pappas noted that the Planning Commission can approve an increase in the size by 50 percent and if that is done, they would be within that limit. The existing building cannot be seen from Grand River, so it is important to have a larger sign for visibility. They also want to be able to have all of the businesses on this site have their name on the sign.

They have reviewed the engineer’s letter and will address his concerns and the Brighton Area Fire Authority has approved their design.

Mr. Borden reviewed his letter dated March 6, 2019. The applicant has addressed most of his comments. He did note that the Township Board can reduce or waive the minimum property size requirement because of the availability of water and sewer.

- Rezoning to IND on its own would not generally be considered compatible with the Township Master Plan; however, they believe that the inclusion of a request for the PID overlay mitigates this concern.
- The applicant has provided sample building materials; however, he would like to see the materials of the existing building on this site to see if they are compatible. Mr. Pappas showed a photograph of the existing building. It is brick with stone accents and a metal roof.
- While Mr. Borden feels the applicant did a great job in replacing the trees, given the extent of tree removal proposed, he encourages the applicant to retain additional healthy mature trees and/or possibly relocate them elsewhere on site.
- The planting requirements for the Buffer Zone “B” this have been met. The applicant is asking to have the Planning Commission waive the requirement for the wall. The Planning Commission has the discretion to waive this requirement.

- The Planning Commission may allow an increase in the sign area based upon the nature of the development. However, the sign height needs to be reduced or included in the PUD Agreement as a deviation. Ms. VanMarter stated that the Genoa Business Park sign across the street is 10 feet 2 inches tall and the St. Joseph Mercy Woodland sign down Grand River is 12 feet, ½ inch. The applicant is proposing an 8-foot high sign.

Mr. Markstrom reviewed his letter dated March 1, 2019. They have addressed his previous concerns. The items in his letter are procedural in nature.

- The petitioner has noted that they are currently working on getting approval from adjacent properties for their temporary grading easement. Documentation for these easements should be provided for the Township's records.
- The water main improvements will be public infrastructure and will require construction plan review and MDEQ permitting through MHOG. The petitioner will be required to provide easement documentation for the proposed water main prior to MDEQ permitting. This can be done after site plan approval.

All of the previous concerns of the Brighton Area Fire Authority have been met.

Chairman Brown provided suggested edits for the PUD Agreement. There was a discussion regarding the Agreement containing uses that are prohibited. It was suggested that the applicant amend the document to list the uses that are permitted, instead of what are prohibited.

The call to the public was made at 8:37 pm with no response.

Moved by Commissioner Mortensen, seconded by Commissioner Grajek, to recommend to the Township Board approval of the Rezoning of the Birkenstock property from General Commercial District (GCD) to Industrial (IND) with a Planned Industrial Development (PID) overlay, subject to the following:

- The Planning Commission finds that the qualifying conditions in Section 10.02 of the Township Ordinance are met with the proposed use of the property, including single ownership initiated by petition of the owner and other requirements in this section.

The motion carried unanimously.

Moved by Commissioner Mortensen, seconded by Commissioner Grajek, to recommend to the Township Board approval of the PUD Agreement dated February 22, 2019 for the Birkenstock property, subject to the following:

- The table of prohibited uses will be eliminated and replaced with selected and restricted permitted uses from the Office Service and Industrial zoning districts.
- The sign proposed at 8 feet high is allowed due to its consistency with other signs on Grand River Avenue and there are multiple businesses on this site located a considerable distance from Grand River.
- Approval of the deviation of one-acre minimum lot size due to the availability of shared municipal water for all three parcels.

The motion carried unanimously.

Moved by Commissioner Grajek, seconded by Commissioner Rickard, to recommend to the Township Board approval of the Impact Assessment dated January 2019. **The motion carried unanimously.**

Moved by Commissioner Mortensen, seconded by Commissioner Dhaenens, to recommend to the Township Board approval of the Conceptual Plan dated February 22, 2019 for the Birkenstock property, subject to the following:

- The building materials and the rendering of the existing building are acceptable and the samples will become Township property.
- The petitioner is encouraged to retain and/or relocate to the extent possible any healthy and mature trees.
- The wall requirements for the Buffer Zone “B” plantings as depicted will remain.
- The sign proposed at 8 feet high is allowed due to its consistency with other signs on Grand River Avenue and there are multiple businesses on this site located a considerable distance from Grand River. The existing pole sign shall be removed.
- Details of the electronic messaging will be provided at the final PUD plan
- The requirements of the Township engineer in his letter dated March 1 shall be addressed.

The motion carried unanimously.

OPEN PUBLIC HEARING #3... Review of a site plan amendment for a proposed private road project known as “Misty Meadows” located on a vacant property to a previously approved project known as “Misty Meadows Private Road”.

A. Disposition of Site Plan Amendment (1-25-19)

Mr. Keith Genzel and Mr. Guy Genzel were present.

Mr. Borden stated the Township’s private road standards permit this road to be gravel.



GENOA CHARTER TOWNSHIP
Application for Re-Zoning

GENOA TOWNSHIP

JAN 29 2019

RECEIVED

APPLICANT NAME: James Pappas ADDRESS: 550 East Nine Mile Road
Ferndale, MI 48220
2528 Harte Drive
OWNER NAME: James Harte ADDRESS: Brighton, MI 48114
PARCEL #(s): 4711-13-300-009 PRIMARY PHONE: (810) 499-7144
EMAIL 1: birkenstockconstructionllc@gmail.com EMAIL 2: NA

We, the undersigned, do hereby respectfully make application to and petition the Township Board to amend the Township Zoning Ordinance and change the zoning map of the township of Genoa as hereinafter requested, and in support of this application, the following facts are shown:

A. REQUIRED SUBMITTAL INFORMATION

1. A legal description and street address of the subject property, together with a map identifying the subject property in relation to surrounding properties;
2. The name, signature and address of the owner of the subject property, a statement of the applicant's interest in the subject property if not the owner in fee simple title, and proof of consent from the property owner;
3. It is desired and requested that the foregoing property be rezoned from:

GCD - General Commercial District to PID - Planned Industrial Development

4. A site plan illustrating existing conditions on the site and adjacent properties; such as woodlands, wetlands, soil conditions, steep slope, drainage patterns, views, existing buildings, sight distance limitations, relationship to other developed sites, and access points in the vicinity;
5. A conceptual plan demonstrating that the site could be developed with representative uses permitted in the requested zoning district meeting requirements for setbacks, wetland buffers access spacing, any requested service drives and other site design factors;
6. A written environmental impact assessment, a map of existing site features as described in Article 18 describing site features and anticipated impacts created by the host of uses permitted in the requested zoning district;
7. A written description of how the requested rezoning meets Sec. 22.04 "Criteria for Amendment of the Official Zoning Map."
8. The property in question shall be staked prior to the Planning Commission Public Hearing.

B. DESCRIBE HOW YOUR REQUESTED RE-ZONING MEETS THE ZONING ORDINANCE CRITERIA FOR AMENDING THE OFFICIAL ZONING MAP:

1. How is the rezoning consistent with the goals, policies and future land use map of the Genoa Township Master Plan, including any subareas or corridor studies. If not consistent, describe how conditions have changed since the Master Plan was adopted?

The subject parcel is Master Planned for Commercial Office. There is currently an existing office building on the site. The proposed climate controlled storage with sales office meets some of that criteria, as well. We have designed the exterior with a commercial office look, using flat roofs and high quality materials, commercial window patterns, etc.

8. Describe any deed restrictions which could potentially affect the use of the property.

NA

C. AFFIDAVIT

The undersigned says that they are the owner (owner, lessee, or other specified interest) involved in this petition and that the foregoing answers and statements herein contained and the information herewith submitted are in all respects true and correct to the best of his/her knowledge and belief.

BY: James Harte, Birkenstock Enterprises, LLC  1/25/19

ADDRESS: 2528 Harte Drive, Brighton, MI 48114

SIGNATURE

The following contact should also receive review letters and correspondence:

Name: James Pappas Email: jpappas@fsparch.com

Business Affiliation: Fusco, Shaffer & Pappas, Inc. - Architects

FEE EXCEEDANCE AGREEMENT

As stated on the site plan review fee schedule, all site plans are allocated two (2) consultant reviews and one (1) Planning Commission meeting. If additional reviews or meetings are necessary, the applicant will be required to pay the actual incurred costs for the additional reviews. If applicable, additional review fee payment will be required concurrent with submittal to the Township Board. By signing below, applicant indicates agreement and full understanding of this policy.

PROJECT NAME: Birkenstock Self Storage

PROJECT LOCATON & DESCRIPTION: Climate Control Storage with Sales Office on the South side of Grand River between S Hacker and Euler Road

SIGNATURE:  DATE: 1.21.19

PRINT NAME: James Pappas PHONE: 248-543-4100

COMPANY NAME & ADDRESS: Fusco, Shaffer & Pappas, Inc.
550 East Nine Mile Road, Ferndale, MI 48220



GENOA CHARTER TOWNSHIP APPLICATION
Planned Unit Development (PUD)

GENOA TOWNSHIP

JAN 29 2019

RECEIVED

APPLICANT NAME: James Pappas, President, Fusco, Shaffer & Pappas, Inc.

APPLICANT EMAIL: jpappas@fsparch.com
550 East Nine Mile Road

APPLICANT ADDRESS & PHONE: Ferndale, MI 48220 (248) 543-4100

OWNER'S NAME: James Harte
2528 Harte Drive

OWNER ADDRESS & PHONE: Brighton, MI 48114 (810) 499-7144

TAX CODE(S): 4711-13-300-009

QUALIFYING CONDITIONS (To be filled out by applicant)

- 1. A PUD zoning classification may be initiated only by a petition.
- 2. It is desired and requested that the foregoing property be rezoned to the following type of PUD designation:

- Residential Planned Unit Development (RPUD)
- Planned Industrial District (PID)
- Mixed Use Planned Unit Development (MUPUD)
- Redevelopment Planned Unit Development (RDPUD)
- Non-residential Planned Unit Development (NRPUD)
- Town Center Planned Unit Development (TCPUD)

- 3. The planned unit development site shall be under the control of one owner or group of owners and shall be capable of being planned and developed as one integral unit.

EXPLAIN The property will be owned by one entity:

Birkenstock Self-Storage, LLC

- 4. The site shall have a minimum area of twenty (20) acres of contiguous land, provided such minimum may be reduced by the Township Board as follows:
 - A. The minimum area requirement may be reduced to five (5) acres for sites served by both public water and public sewer.
 - B. The minimum lot area may be waived for sites zoned for commercial use (NSD, GCD or RCD) where the site is occupied by a nonconforming commercial, office or industrial building, all buildings on such site are proposed to be removed and a new use permitted within the underlying zoning district is to be established. The Township Board shall only permit the PUD on the smaller site where it finds that the flexibility in dimensional standards is necessary to allow for innovative design in redeveloping the site and an existing blighted situation will be eliminated. A parallel plan shall be provided showing how the site could be redeveloped without the use of the PUD to allow the Planning Commission to evaluate whether the modifications to dimensional standards are the

4. The apparent demand for the types of uses permitted in the PUD;

See Impact Assessment and Self Storage Development Feasibility Study
(10-15-18).

AFFIDAVIT

The undersigned says that they are the owner (owner, lessee, or other specified interest) involved in this petition and that the foregoing answers and statements herein contained and the information herewith submitted are in all respects true and correct to the best of his/her knowledge and belief.

BY: James Harte, Birkenstock Enterprises, LLC

James Harte 1/25/19

ADDRESS: 2528 Harte Drive, Brighton, MI 48114

Contact Information - Review Letters and Correspondence shall be forwarded to the following:

James Pappas of Fusco, Shaffer & Pappas, Inc. at jpappas@fsparch.com
Name Business Affiliation E-mail

FEE EXCEEDANCE AGREEMENT

As stated on the site plan review fee schedule, all site plans are allocated two (2) consultant reviews and one (1) Planning Commission meeting. If additional reviews or meetings are necessary, the applicant will be required to pay the actual incurred costs for the additional reviews. If applicable, additional review fee payment will be required concurrent with submittal to the Township Board. By signing below, applicant indicates agreement and full understanding of this policy.

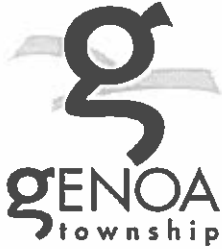
PROJECT NAME: Birkenstock Self Storage

PROJECT LOCATON & DESCRIPTION: Climate Control Storage with Sales Office
on the South side of Grand River between S Hacker and Euler Road

SIGNATURE:  DATE: 1.21.19

PRINT NAME: James Pappas PHONE: 248-543-4100

COMPANY NAME & ADDRESS: Fusco, Shaffer & Pappas, Inc.
550 East Nine Mile Road, Ferndale, MI 48220



GENOA CHARTER TOWNSHIP
Application for Site Plan Review

GENOA TOWNSHIP
JAN 29 2019
RECEIVED

TO THE GENOA TOWNSHIP PLANNING COMMISSION AND TOWNSHIP BOARD:

James Pappas, Fusco, Shaffer & Pappas, Inc.

APPLICANT NAME & ADDRESS: 550 East Nine Mile Road, Ferndale, MI 48220

If applicant is not the owner, a letter of Authorization from Property Owner is needed.

OWNER'S NAME & ADDRESS: Jim Harte, 2528 Harte Drive, Brighton, MI 48114

SITE ADDRESS: 2524 Harte Drive, Brighton, MI 48114 PARCEL #(s): 4711-13-300-009

APPLICANT PHONE: (248) 543-4100 OWNER PHONE: (810) 499-7144

OWNER EMAIL: birkenstockconstructionllc@gmail.com

LOCATION AND BRIEF DESCRIPTION OF SITE: South side of Grand River between S Hacker and Euler Road. 10.62 acre site with an existing 1-story office building at the north end and heavy topography at the central area. Site plateau area at rear of site.

BRIEF STATEMENT OF PROPOSED USE: We are seeking a PID to develop the south end of the site for a 67,596 SF climate control storage facility.

THE FOLLOWING BUILDINGS ARE PROPOSED: We are proposing a single, predominately 1-story climate control self storage building at 67,596 SF with a 100 SF sales office and a second floor 1,500 SF managers unit above the office.

I HEREBY CERTIFY THAT ALL INFORMATION AND DATA ATTACHED TO AND MADE PART OF THIS APPLICATION IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE AND BELIEF.

BY: James Pappas

ADDRESS: 550 East Nine Mile Road, Ferndale, MI 48220


2/18/2019 10:43 AM
781 03 2447

Contact Information - Review Letters and Correspondence shall be forwarded to the following:

1.) James Pappas of Fusco, Shaffer & Pappas, Inc. at jpappas@fsparch.com
Name Business Affiliation E-mail Address

FEE EXCEEDANCE AGREEMENT

As stated on the site plan review fee schedule, all site plans are allocated two (2) consultant reviews and one (1) Planning Commission meeting. If additional reviews or meetings are necessary, the applicant will be required to pay the actual incurred costs for the additional reviews. If applicable, additional review fee payment will be required concurrent with submittal to the Township Board. By signing below, applicant indicates agreement and full understanding of this policy.

SIGNATURE:  DATE: 1.21.19
PRINT NAME: James Pappas PHONE: 248-543-4100
ADDRESS: 550 East Nine Mile Road, Ferndale, MI 48220

March 6, 2019

Planning Commission
 Genoa Township
 2911 Dorr Road
 Brighton, Michigan 48116

Attention:	Kelly VanMarter, AICP Assistant Township Manager/Community Development Director
Subject:	Birkenstock Enterprises – PID Review #2
Location:	2528 Harte Drive – south side of Grand River, between Euler Road and Genoa Business Park Drive
Zoning:	GCD General Commercial District

Dear Commissioners:

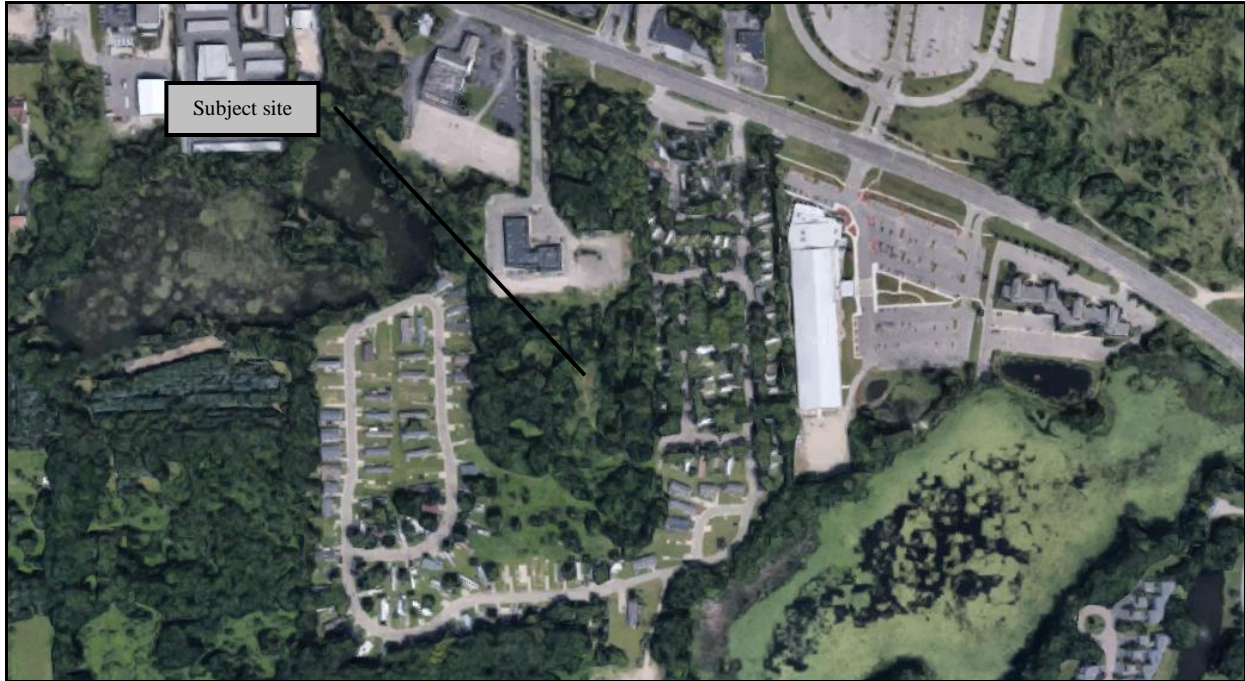
At the Township’s request, we have reviewed the proposed rezoning, conceptual site plan (most recently dated 2/22/19), draft PUD Agreement and associated Impact Assessment (dated January 2019).

The 10.62-acre site currently contains a 12,816 square foot office building, though much of the site is undeveloped. The site and much of the Grand River frontage in this area of the Township are zoned GCD, though the site is also surrounded on 3 sides by MHP (both zoning and developed use).

We have reviewed the proposal in accordance with the applicable provisions of the Genoa Township Zoning Ordinance and Master Plan.

A. Summary

1. The proposal generally meets the PUD qualifying conditions; however, the Township Board must authorize a reduction in the conventional lot area requirement given the presence of public water and sanitary sewer.
2. Rezoning to IND on its own would not generally be considered compatible with the Township Master Plan; however, the inclusion of a request for the PID overlay mitigates this concern (in our opinion).
3. The proposed lot layout needs to be modified for compliance with the minimum area requirement or the applicant must seek deviations to be enumerated in the PUD Agreement.
4. The applicant must provide building material samples for the Commission’s consideration. Information on the design/materials of the existing building must also be provided.
5. Given the extent of tree removal proposed, we encourage the applicant to retain additional healthy mature trees and/or possibly relocate them elsewhere on site.
6. The applicant requests a waiver from the wall/berm requirement for the Buffer Zone “B” areas.
7. The Planning Commission may allow an increase the sign area based upon the nature of the development. However, the sign height needs to be reduced or included in the PUD Agreement as a deviation.
8. Details of the electronic messaging center will be required with the final PUD plan.
9. The applicant must address any comments raised by the Township Engineer, Utilities Director or Brighton Area Fire Department.



Aerial view of site and surroundings (looking north)

B. Proposal

The applicant requests establishment of a Planned Industrial Development (PID) for the site. The proposal is for a new 66,000 square foot indoor climate controlled storage building, which includes space for office/sales and a manager. The existing building/use on the north side of the property will also remain.

Since the PID designation is an overlay of industrial zoning, the site must first be rezoned from GCD to IND, then the qualification/review standards of the PID can be applied.

C. Process

The review and approval process is outlined below. The applicant is at Step 1 in the process.

1. The Township Planning Commission makes a recommendation to the Township Board on the rezoning (IND as the base and the PID overlay), conceptual PUD plan, draft PUD Agreement and Impact Assessment following a public hearing.
2. The County Planning Commission reviews the rezoning and provides comments for consideration by the Township Board.
3. The Township Board acts on the rezoning, conceptual PUD plan, PUD Agreement and Impact Assessment.

D. PUD Qualifying Conditions

Section 10.02 identifies the following qualification requirements for all planned unit developments, including the PID overlay:

1. **Single Ownership.** The material submitted states that the site will be owned by one entity – Birkenstock Self-Storage, LLC.
2. **Initiated by Petition.** The request has been initiated by the submittal of applications for rezoning, PUD and Site Plan Review.

- 3. Minimum Site Area.** The minimum lot area to qualify for a PUD is 20 acres; however, the Township Board may reduce this standard for sites served by both public water and sanitary sewer.

The 10.62-acre site is served by both public water and sanitary sewer; therefore, the Township Board may allow establishment of a PUD on this site.

- 4. Benefits.** The PUD site plan shall provide one or more of the following benefits not possible under the standards of conventional zoning, as determined by the Planning Commission:
- preservation of significant natural or historic features;
 - a complementary mixture of uses or a variety of housing types;
 - common open space for passive or active recreational use;
 - mitigation to offset impacts; or,
 - redevelopment of a nonconforming site where creative design can address unique site constraints.

The site contains a significant amount of mature wooded area, though the vast majority will be removed to accommodate the project. We encourage the applicant to retain additional healthy mature trees and/or relocate them elsewhere on site (if possible).

Additionally, the site is relatively unusual with a narrow road frontage that is technically nonconforming due to its reduced lot width. The size/shape of the property pushes development far away from Grand River Avenue, thus creating some development constraints given a lack of visibility. The proposed development/use does not rely on pass-by traffic for business, which helps to mitigate these constraints.

- 5. Sewer and Water.** The site has access to both public water and sanitary sewer. We defer to the Township Engineer for any specific comments under this criterion.

6. Rezoning Standards.

- a. How is the rezoning consistent with the goals, policies and future land use map of the Genoa Township Master Plan, including any subareas or corridor studies. If not consistent, describe how conditions have changed since the Master Plan was adopted.**

The Master Plan identifies the site as Office, which “includes various forms of office development, including professional offices, medical offices and banks.”

The proposed IND rezoning does not directly equate to the Office category, although there is an office component to the proposal, including both the existing and proposed buildings.

In our opinion, it is the inclusion of the PID request that creates compatibility with the Master Plan.

More specifically, the PID overlay allows the same uses as OSD zoning (which is consistent with the Office category in the Master Plan). Furthermore, use of the PID allows the Township and applicant to negotiate a PUD Agreement with specific uses included (or excluded), as well as design considerations to help mitigate any potential off-site impacts.

Per our initial review comments, the applicant has revised the draft PUD Agreement to eliminate the more intensive IND uses, while retaining the OSD uses, from the proposed PID.

- b. The compatibility of all the potential uses in the PUD with surrounding uses and zoning in terms of land suitability, impacts on the environment, density, nature of uses, traffic impacts, aesthetics, infrastructure, and potential influence on property values.**

Similar to comments provided above, the applicant has modified the draft PUD Agreement such that the incompatible industrial uses otherwise allowed in IND will be prohibited within this PID.

- c. The capacity of infrastructure and services sufficient to accommodate the uses permitted in the requested district without compromising the “health, safety, and welfare” of the Township.**

As previously noted, the site has access to both public water and sanitary sewer and vehicular access is provided via the main commercial corridor through the Township. Generally speaking, these conditions lead us to believe that the capacity of infrastructure and services can accommodate the proposal.

Any concerns noted by the Township Engineer, Utilities Director or the Brighton Area Fire Authority under this criterion must also be addressed.

- d. The apparent demand for the types of uses permitted in the PUD.**

The general tone of the draft PUD Agreement revolves around the proposed climate controlled, self-storage use. The submittal includes a feasibility study for this use that concludes there is greater demand than supply in the “target area,” which is defined as a 5-mile radius.

E. Conceptual PUD Site Plan Review

1. PID Standards:

a. Dimensional standards. Use of the PID overlay requires compliance with the minimum dimensional standards of the IND. The site data table on the conceptual PUD plan demonstrates compliance with these standards, including setbacks, building height and lot coverage (both by buildings and impervious surfaces).

b. Lot areas. The PID overlay requires lots of not less than 2 acres in area for future development. The overall site exceeds this standard; however, the parcel layout on Sheet C.306 depicts 2 parcels (out of 3) that do not meet this standard.

In our opinion, the proposed lot layout needs to be modified for compliance or the applicant must seek deviations to be enumerated in the PUD Agreement.

c. Design standards. The conceptual PUD plan identifies a tree-lined drive and incorporates new landscaping throughout the site.

By Ordinance, buildings are to be comprised primarily of masonry materials with a 25% limitation on metal paneling and plain CMU.

The material calculations provided on Sheets A.201 and A.202 keep the amount of metal within this standard; however, there is an abundance of composite siding and only the north elevation is “primarily” brick.

The draft PUD Agreement includes a request to modify the material requirements.

The applicant has indicated that they will present material samples at the upcoming meeting for the Commission’s consideration, including information on the existing building.

2. **Uses Permitted.** The PID overlay allows permitted and special land uses of the IND and OSD zoning districts. As previously noted, the draft PUD Agreement (Article I, Paragraph B) lists specific uses that will be prohibited within this PID.
3. **Preservation of Natural Features.** The submittal includes a tree survey, noting over 350 existing trees on site. The proposed plans include retention of only 17 existing trees. We encourage the applicant to incorporate additional healthy mature trees as part of the site development plan.
4. **Vehicular and Pedestrian Circulation.** Existing vehicular access is provided via Harte Drive, which intersects with Grand River Avenue. The conceptual PUD plan proposes extension of Harte Drive towards the rear of the property and provides a ring-road/drive around the proposed building.

Sidewalks are currently provided along Grand River Avenue and around the existing building, with a connection along the east side of Harte Drive. New sidewalks are depicted around the proposed building. Given the nature of the proposal, further sidewalk connections along the drive/road are not likely warranted.

The applicant must address any concerns/comments raised by the Township Engineer or Brighton Area Fire Authority.

5. **Parking.** Parking calculations on the conceptual PUD plan indicate that 49 spaces are required and provided for the proposed climate controlled storage use.

Calculations for the existing building have also been provided, noting the need for 43 spaces. The plan includes 19 new spaces south of the existing building, which bring the total to 67 spaces. The amount of parking proposed for the existing building would be viewed as excessive (Section 14.02.06), although when the entire site is considered, the amount of parking is generally in compliance with current standards.

6. **Lighting.** The proposed lighting plan includes 15 light poles and 14 wall-mounted fixtures on the proposed building. Fixture details demonstrate the use of LED lighting that is downward directed and cut-off.

The photometric plan provided lighting intensities that are within the maximum allowed by Ordinance (both on-site and along property lines).

The revised plan also includes a pole detail, depicting the use of 20-foot tall steel light poles.

7. **Landscaping.** The submittal includes a general depiction of landscaping on the conceptual PUD plan, as well as a detailed landscape plan (Sheets LS1 and LS2).

Generally speaking, the detailed landscape plan complies with Ordinance standards; however, the applicant requests that the Township waive the wall/berm requirement for the Buffer Zone “B” areas.

8. **Signage.** The plan identifies a new monument sign in the median island near the intersection of Harte Drive and Grand River Avenue, as well as a directional sign internal to the site given the vast separation between buildings.

The monument sign has a height of 8 feet and an area of approximately 82 square feet, both of which exceed the conventional Ordinance standard.

However, given the nature of the development, the Planning Commission has the authority to grant the increase in area. In our opinion, the height either needs to be reduced or included in the PUD Agreement as a deviation, if the Township is amenable.

Additionally, since the directional sign includes the name of the business, its area must be calculated within that allowed for the monument sign. If the Commission grants the full 50% increase, it appears that sign area will comply.

Lastly, the monument sign includes an electronic messaging center that comprises 20 square feet of area. The type and size ratio of this element comply with Ordinance standards; however, the applicant will need to provide additional details in accordance with Section 16.07.02 with the final PUD plan submittal.

- 9. Impact Assessment.** The submittal includes an Impact Assessment (dated January 2019). In summary, the Assessment notes that the project is not anticipated to adversely impact natural features, public services/utilities, surrounding land uses or traffic.

Should you have any questions concerning this matter, please do not hesitate to contact our office. We can be reached by phone at (248) 586-0505, or via e-mail at bborden@safebuilt.com and steve.hannon@safebuilt.com.

Respectfully,
SAFEBUILT STUDIO



Brian V. Borden, AICP
Planning Manager



Stephen Hannon, AICP
Planner



March 1, 2019

Ms. Kelly Van Marter
Genoa Township
2911 Dorr Road
Brighton, MI 48116

**Re: Birkenstock Storage
Site Plan Review No. 2**

Dear Ms. Van Marter:

Tetra Tech conducted a second site plan review of the Birkenstock Office and Storage building plans last dated February 22, 2019. The plans were submitted by Fusco, Shaffer, & Pappas, Inc. on behalf of Jim Harte. The development includes a 10.62-acre site with an existing office building and is located on the south side of Grand River Avenue, between South Hacker Road and Euler Road. The petitioner is proposing to develop the south end of the site for a 67,596-square-foot climate-controlled storage facility. The petitioner is also proposing to rezone the property from general commercial district (GCD) to planned industrial development (PID).

The petitioner has addressed the majority of our comments from our previous letter. However, several are still in progress of being resolved, and those have been repeated in this letter.

GENERAL NOTES

1. The petitioner has noted that they are currently working on getting approval from adjacent properties for their temporary grading easement. Documentation for these easements should be provided for the Township's records.

UTILITIES

1. The water main improvements will be public infrastructure and will require construction plan review and MDEQ permitting through MHOG. The petitioner will be required to provide easement documentation for the proposed water main prior to MDEQ permitting. This can be done after site plan approval.

We recommend the petitioner address the above comments. Once all necessary documents have been received by the Township we will have no further engineering related concern to the proposed development.

Please call or email if you have any questions.

Sincerely,



Gary J. Markstrom, P.E.
Vice President



Shelby Scherdt
Project Engineer



BRIGHTON AREA FIRE AUTHORITY

615 W. Grand River Ave.
Brighton, MI 48116
o: 810-229-6640 f: 810-229-1619

March 4, 2019

Kelly VanMarter
Genoa Township
2911 Dorr Road
Brighton, MI 48116

RE: Birkenstock Self Storage
2528 Harte Dr.
Genoa Twp., MI

Dear Kelly:

The Brighton Area Fire Department has reviewed the above mentioned site plan. The plans were received for review on February 26, 2019 and the drawings are dated January 29, 2019 with latest revisions dated February 22, 2019. The project is an 10.62-acre parcel with an existing 12,816 square foot mixed-use office building. This review is for a proposed new construction 67,596 square foot climate control storage warehouse facility. The plan review is based on the requirements of the International Fire Code (IFC) 2018 edition.

All items cited on the initial review letter have been addressed on this recent submittal. The secondary access drive is being waived due to topographical impracticalities.

Additional comments will be given during the building plan review process (specific to the building plans and occupancy). The applicant is reminded that the fire authority must review the fire protection systems submittals (sprinkler & alarm) prior to permit issuance by the Building Department and that the authority will also review the building plans for life safety requirements in conjunction with the Building Department. If you have any questions about the comments on this plan review please contact me at 810-229-6640.

Cordially,

A handwritten signature in black ink, appearing to read "R. Boisvert".

Rick Boisvert, CFPS
Fire Marshal



Livingston County Department of Planning

April 18, 2019

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

Kathleen J. Kline-Hudson
AICP, PEM
Director

Robert A. Stanford
AICP, PEM
Principal Planner

Scott Barb
AICP, PEM
Principal Planner

**Re: County Planning Commission Review of Genoa Charter Township
Zoning Ordinance Amendment: Z-14-18**

Dear Board Members:

The Livingston County Planning Commission met on Wednesday, April 17, 2019 and reviewed the zoning amendment referenced above. The County Planning Commissioners made the following recommendation:

Z-14-19 Approval.

The proposed rezoning to PID Planned Industrial District is partially consistent with the Genoa Township Future Land Use Plan in the Master Plan, because the PID overlay allows the same uses as an OSD Office Service District which is consistent with the Office category in the Master Plan. Overall, the requested PID zoning will create an office-park type of use with high-quality architecture and landscaping that will be more harmonious with adjacent manufactured housing use than the potential commercial uses allowed under the current GCD General Commercial District zoning.

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.

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>

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

B. Z-13-19: GREEN OAK CHARTER TOWNSHIP, ZONING ORDINANCE AMENDMENTS - ARTICLE III WELLHEAD PROTECTION, SECTION 38-139, WELLHEAD PROTECTION OVERLAY DISTRICT.

The Michigan Department of Environmental Quality (MDEQ) provides numerous guidance materials for local communities wishing to develop a Wellhead Protection Program. Wellhead protection programs can be submitted to MDEQ for review and approval. MDEQ has developed a checklist of components that should be included in a Wellhead Protection Program, and one of them is a local management program for wellhead protection, such as zoning ordinance provisions for wellhead protection.

The Green Oak Charter Township Planning Commission proposes such zoning ordinance provisions by amending the Green Oak Charter Township Zoning Ordinance to add new sections to Article III. in order to establish regulations for a Wellhead Protection Overlay District.

Township Planning Commission Recommendation: Approval. The Green Oak Charter Township Planning Commission recommended Approval of the Zoning Ordinance Text amendment to Article III at their March 21, 2019 meeting. Meeting minutes were not available at the time of review.

Staff Recommendation: Approval. The proposed development regulations for a Wellhead Protection Overlay District should protect and preserve the surface and groundwater resources in the designated wellhead protection zone.

Commission Discussion: Commissioner Ikle provided some background on the possible reasoning for these amendments due to his past experience in Green Oak Township. Commissioner Abramson commented that the mapping doesn't coincide with the parcels. Principal Planner Stanford explained that this was an overlay for zoning districts and that the mapping doesn't always follow the parcel lines.

Public Comment: None.

Commissioner Action:

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

Motion passed: 6-0

C. Z-14-19: GENOA TOWNSHIP – REZONING

Current Zoning: GCD: General Commercial District

Proposed Zoning: IND: Industrial with PID: Planned Industrial District Overlay

Section / Proponents: Section 13 / James Pappas, Fusco, Shaffer & Pappas, Inc./ Birkenstock Enterprises, LLC.

Township Master Plan:

The Genoa Charter Township Master Plan designates the site as Office. The master plan defines this future land use category as follows:

Office: This use includes various forms of office development including professional offices, medical offices and banks.

Immediately surrounding the site is a Manufactured Housing designation for the Brighton Village Mobile Home Park.

The master plan also indicates that this site is within a Primary Growth Area of the Township along Grand River Avenue; this area is defined as follows:

Primary growth areas are currently served or available to be served by public sewer and water. These areas include single-family and multiple family residential at higher densities with public sewer and water, commercial centers, industrial parks, and mixed-use centers.

County Comprehensive Plan:

The 2018 Livingston County Master Plan does not direct future land use patterns, or development within Livingston County. Alternatively, it offers a county-wide land use perspective when reviewing potential rezoning amendments. The Land Use & Growth Management chapter of the plan includes decision-making recommendations regarding potential land use conflicts and promoting good land governance.

Township Planning Commission Recommendation: Approval. The Genoa Charter Township Planning Commission recommended Approval of this rezoning at their March 11, 2019 meeting. The public hearing for this rezoning was also held on March 11, 2019. At the public hearing there were no comments from members of the public.

Staff Recommendation: Approval. The proposed rezoning to PID Planned Industrial District is partially consistent with the Genoa Township Future Land Use Plan in the Master Plan, because the PID overlay allows the same uses as an OSD Office Service District which is consistent with the Office category in the Master Plan. Overall, the requested PID zoning will create an office-park type of use with high-quality architecture and landscaping that will be more harmonious with adjacent manufactured housing use than the potential commercial uses allowed under the current GCD General Commercial District zoning.

Commission Discussion: Commissioner Sparks inquired as to the time and type of possible deliveries that may occur on the site. Jim Harte, petitioner, responded that all deliveries and storage onsite is required to be done completely indoors according to the PID agreement. In addition, he stated that there will be very few deliveries anticipated during the week to the site.

Public Comment: None.

Commissioner Action:

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

Motion passed: 6-0

D. Z-15-19: HOWELL TOWNSHIP – REZONING

Current Zoning: SFR: Single Family Residential

Proposed Zoning: NSC: Neighborhood Service Commercial District

Section / Proponents: Section 27 / John Mills

Township Master Plan:

The 2016 Howell Township Master Plan designates the subject parcel as Local Commercial. The Future Land Use Map and Strategy recognizes and encourages the continued use of agricultural residential zoning patterns in most of the Township while focusing higher density residential, commercial, and industrial development around M-59, Grand River, the Airport, and I-96.

The proposed rezoning to NSC (Neighborhood Service Commercial) is appropriate for this parcel due to its location with frontage on M-59. There are other parcels located to the west of the site that are already master planned as local commercial with office uses to the south of the parcel in the City of Howell. It should also be noted that various office uses are ideal for the NSC zoning district as they contribute to the local neighborhood populations in addition to the Township and region.

County Comprehensive Plan:

The 2018 Livingston County Master Plan does not direct future land use patterns or dictate development within the Township or surrounding area. A wider approach is evaluated when consideration is given to a

LIVINGSTON COUNTY PLANNING DEPARTMENT – ZONING REVIEW

CASE NUMBERS: COUNTY: Z-14-19	LOCATION: Genoa Charter Township SECTION NUMBER: 13 TOTAL ACREAGE: 10.620 Acres	APPLICANT/OWNER: James Pappas, Fusco, Shaffer & Pappas, Inc./ Birkenstock Enterprises, LLC.
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CURRENT ZONING:
GCD General Commercial District

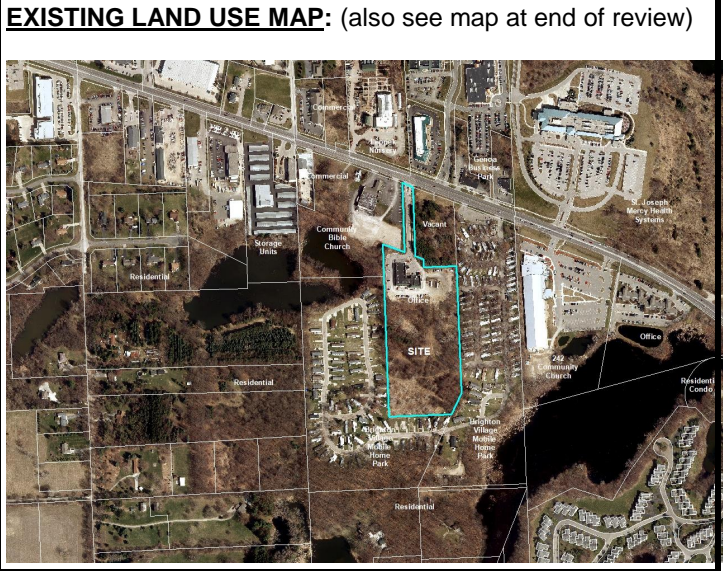
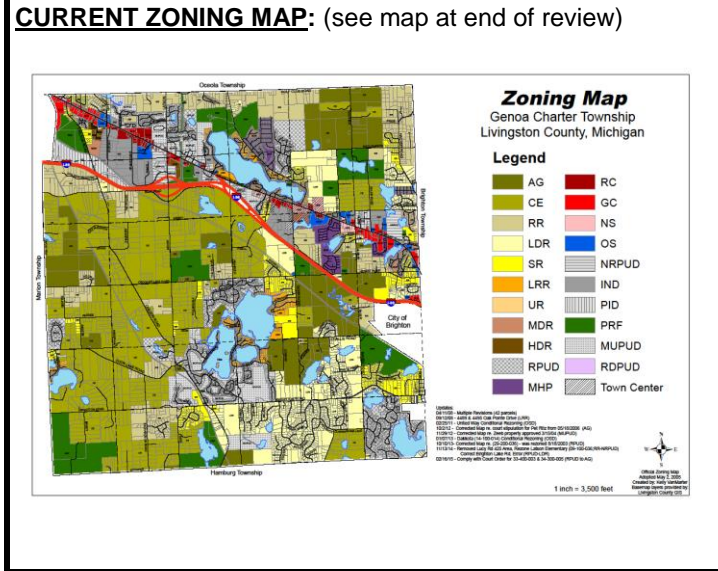
PERMITTED/SPECIAL USES (Not all inclusive):
Permitted: Retail establishments and shopping centers which provide specific goods; banquet halls, assembly halls, dance halls, private clubs and other similar places of assembly; business services; child care centers, preschool and commercial day care; funeral home or mortuary; bed and breakfast inns, hotels and motels; laundromats; personal and business establishments, performing services on the premises; restaurants and similar establishments serving food or beverages; and many other permitted uses.
Special: Automobile, motorcycle, boat and recreational vehicle sales; outdoor commercial display, sales or storage; conference centers; dry cleaning drop-off stations with drive-through service; and many other special uses.

MINIMUM LOT AREA: 1 acre

REQUESTED ZONING:
IND Industrial with PID Planned Industrial District Overlay

PERMITTED/SPECIAL USES (Not all inclusive):
Permitted: All permitted uses of the Industrial District and the Office –Service District, including: Manufacturing, fabricating, processing, packaging and /or assembling of products indoors from previously prepared materials; bakeries; contractors offices and buildings; electronic equipment manufacturing; mini-storage indoors; business services; child care centers, preschool and commercial day care; studios of photographers and artists; financial institutions; offices of non-profit professional, civic, social, political and religious organizations.
Special: All specially permitted uses of the Industrial District and the Office –Service District, including: Automotive assembly or manufacturing; bottling and packaging except canning; mini-storage with outdoor storage; conference centers; funeral homes.

MINIMUM LOT AREA: 5 acres w/ public sewer and water



LOCATION: The site is located on the south side of Grand River Ave., between Euler Road and Hacker Road, in Section 13 of Genoa Charter Township.

LAND USE: Office building (north), vacant land (south).

ESSENTIAL FACILITIES:
SANITARY SEWER: Public sewer (required)
WATER SUPPLY: Public water (required)
ACCESS ROAD(S): Grand River Avenue; paved primary roadway. Harte Drive; paved access road.

TOWNSHIP PLANNING COMMISSION RECOMMENDATION AND PUBLIC COMMENTS:

The Genoa Charter Township Planning Commission recommended APPROVAL of this rezoning at their March 11, 2019 meeting. The public hearing for this rezoning was also held on March 11, 2019. At the public hearing there were no comments from members of the public.

ENVIRONMENTAL CONDITIONS:

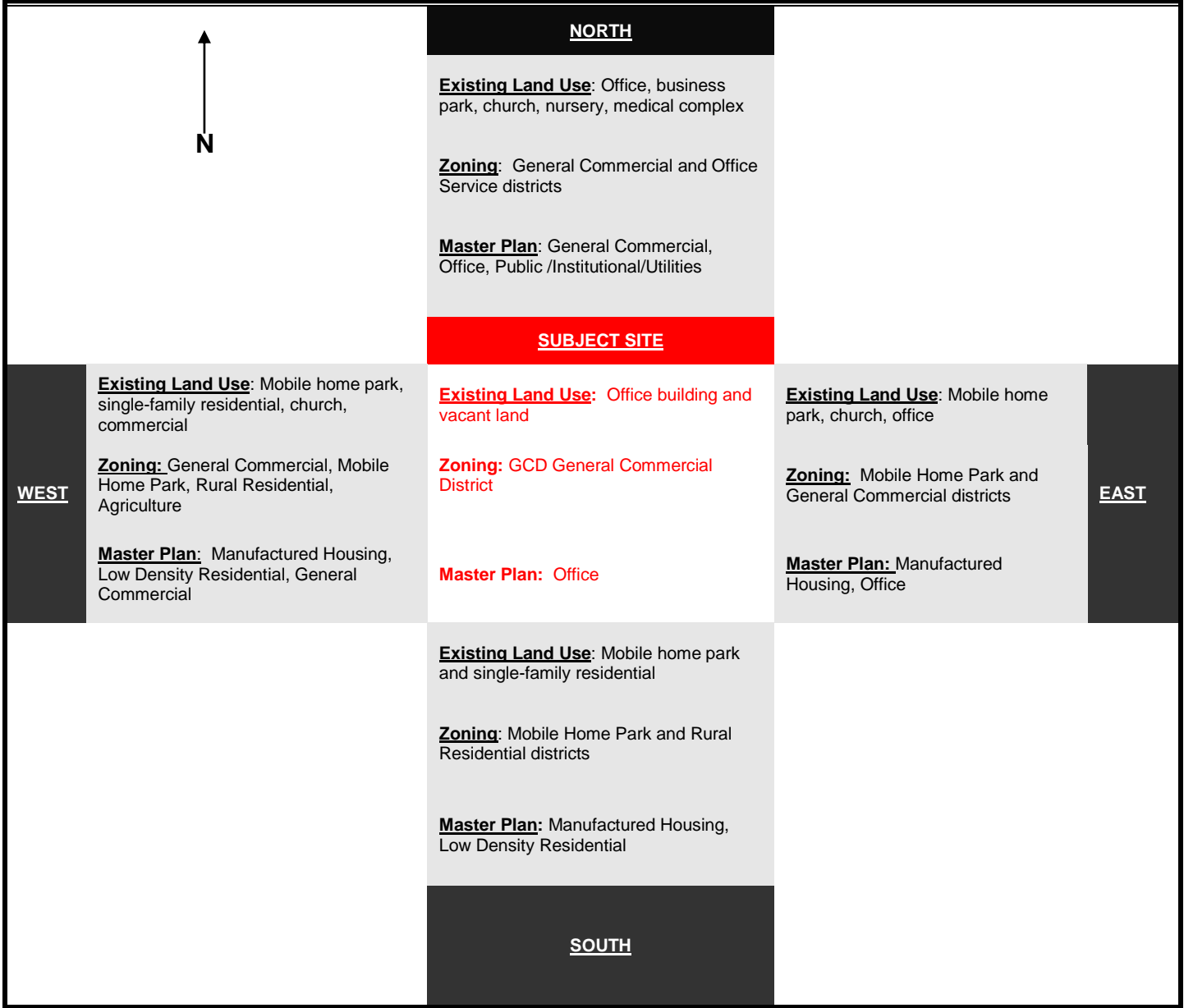
Soils/Topography: The Livingston County Soil Survey indicates that the primary soil on-site is well-drained Miami loam. This soil type is present on the northern 2/3 of the site with topography that ranges from 2 to 18% slope. Well-drained Boyer-Oshtemo loamy sands are present on the southern portion of the site, also with topography that is a combination of nearly level 2 to 6% slope and steeper 18 to 25% slope. Where slopes are 12% or less, they have slight to moderate limitations for non-farm use. Steeper slopes present a greater possibility of rapid surface run-off and soil erosion.

Wetlands: The National Wetland Inventory indicates that there are no wetlands on-site.

Vegetation: Moderately dense tree and shrub vegetation comprises the site.

Natural Areas: There are no Priority 1, 2 or 3 natural areas located on this site.

CURRENT LAND USE, ZONING, AND MASTER PLANNING MATRIX: The graphic below provides a general overview of the existing uses, zoning and future land use designations of the subject site and the immediately adjacent parcels.



TOWNSHIP MASTER PLAN:

The Genoa Charter Township Master Plan designates the site as Office. The master plan defines this future land use category as follows:

***Office:** This use includes various forms of office development including professional offices, medical offices and banks.*

Immediately surrounding the site is a Manufactured Housing designation for the Brighton Village Mobile Home Park.

The master plan also indicates that this site is within a Primary Growth Area of the Township along Grand River Avenue; this area is defined as follows:

***Primary growth** areas are currently served or available to be served by public sewer and water. These areas include single-family and multiple family residential at higher densities with public sewer and water, commercial centers, industrial parks, and mixed-use centers.*

COUNTY MASTER PLAN:

The 2018 Livingston County Master Plan does not direct future land use patterns, or development within Livingston County. Alternatively, it offers a county-wide land use perspective when reviewing potential rezoning amendments. The Land Use & Growth Management chapter of the plan includes decision-making recommendations regarding potential land use conflicts and promoting good land governance.

COUNTY PLANNING STAFF COMMENTS:

The petitioner is requesting a rezoning from General Commercial to Industrial with a Planned Industrial District (PID) overlay. This rezoning amendment is for the development of Birkenstock Office/Storage Building; a development that includes the existing office building on-site with new construction of an indoor climate controlled storage building, sales office and a residential unit on the second story of the building for the caretaker of the storage facility.

The requested PID rezoning meets the qualifying conditions of a Planned Unit Development such as: single ownership; PUD zoning classification initiated by petition; minimum site area of five acres for sites served by both public sewer and water; provision of benefits (tree mitigation); public sewer and water provision; and other site plan review and PUD submittal standards that are reviewed by Genoa Charter Township.

The permitted uses and special land uses of the Industrial and Office-Service Districts are the permitted uses of a PID. This includes mini or self-storage warehouses with the following requirements: 1.) Minimum lot size shall be three (3) acres; 2.) Minimum building and parking setback shall be fifty (50) feet from any public street right-of-way line, fifty (50) feet setback from any residential district and twenty-five (25) feet from any non-residential zoning district; 3.) The front yard and any side yards adjacent to residential districts shall include wrought iron or similar decorative fencing and evergreen plantings spaced a maximum of ten (10) feet apart on center; 4.) All storage shall be completely within enclosed buildings or structures, unless a separate Special Land Use Permit is granted for commercial outdoor storage on the premises; 5.) A structure for a resident manager may be allowed on the site; 6.) The use shall be limited to storage only.

The proposed PID Planned Industrial District rezoning of the site is partially inconsistent with the Genoa Township Future Land Use designation of Office land use, since the northern portion of the proposed PID contains an existing office building. The Township Planning Consultant stated that rezoning to Industrial on its own would generally not be considered compatible with the Township Master Plan; however, they believe that the inclusion of a request for the PID overlay mitigates this concern. Additionally, their review mentions that the PID overlay allows the same uses as OSD zoning, which is consistent with the Office category in the Master Plan).

The current GC zoning of the property is inconsistent with adjacent MHP Manufactured Housing Park zoning to the east, south and west, and the proposed PID zoning is also inconsistent with adjacent MHP zoning. These non-residential and residential zoning districts have co-existed along Grand River Avenue for a number of years. The advantage of the PID is that this non-residential land use, creates an office-park type of environment with high-quality architecture and landscaping that will be more compatible with adjacent residential dwellings.

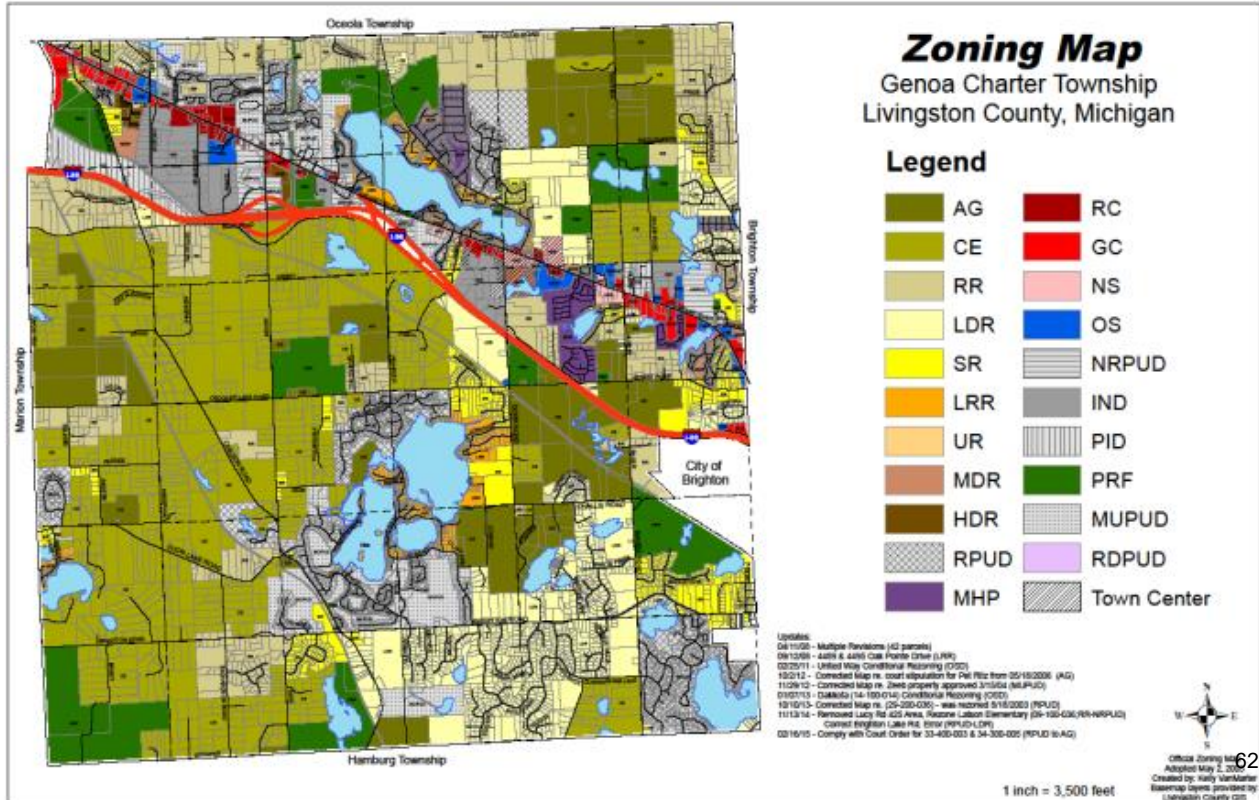
COUNTY PLANNING STAFF RECOMMENDATION:

Approval. The proposed rezoning to PID Planned Industrial District is partially consistent with the Genoa Township Future Land Use Plan in the Master Plan, because the PID overlay allows the same uses as an OSD Office Service District which is consistent with the Office category in the Master Plan. Overall, the requested PID zoning will create an office-park type of use with high-quality architecture and landscaping that will be more harmonious with adjacent manufactured housing use than the potential commercial uses allowed under the current GCD General Commercial District zoning.

Genoa Charter Township Land Use – Section 13



Genoa Charter Township Zoning – Section 13



Genoa Charter Township Section 13 Z-14-19 Photos



SITE – Southern Vacant Portion & MHP to East



SITE – Northern Developed Portion



WEST – Manufactured Housing Park



WEST – Community Bible Church



NORTH – Genoa Business Center

From: [Joe Seward](#)
To: [Amy Ruthig](#)
Subject: RE: Review of PUD agreement for Birkstock
Date: Tuesday, April 30, 2019 2:33:40 PM
Attachments: [image002.png](#)
[image003.png](#)
[PUD agreement 2-22-19-tjs \(002\).pdf](#)

Attached is my comment. It relates to limiting the Township's remedies if the agreement is not followed. One example would be to file a nuisance suit to require compliance with the agreement. Another remedy might be to shut it down. That is why I suggested broader language.

If you have any questions or comments please let me know.



T. Joseph Seward
210 East Third Street, Suite 210
Royal Oak, MI 48067
T 248.733.3580
F 248.733.3633
E jseward@sewardhenderson.com

From: Amy Ruthig [mailto:amy@genoa.org]
Sent: Monday, April 8, 2019 1:33 PM
To: Joe Seward <jseward@sewardhenderson.com>
Subject: Review of PUD agreement for Birkstock

Good Afternoon,

I have attached the PUD agreement for the project known as "Birkenstock Self-Storage PUD". The project is going before the Township Board on May 6th.

Please contact Kelly or myself if you should have any questions.

Thank You,

Amy Ruthig
Zoning Official



Is it our intent to limit remedies to those provided in our zoning ordinance. Generally a violation of a zoning ordinance is considered a nuisance, that gives the court many options, such as shutting down the business, imposing conditions, holding the property owner in contempt if it doesn't do what the court tells him/her/it what to do.

III. MISCELLANEOUS TERMS OF THIS AGREEMENT

A. Any violation of the terms of this Agreement shall be a violation of the Zoning Ordinance. The remedies of Township for a violation shall be such remedies **as are provided by and for violation of the Zoning Ordinance.**

B. The parties hereto make this Agreement on behalf of themselves, their successors and assigns and the signers hereby warrant that they have the authority and capacity to make this contract. All references to Developer herein shall include any successor to the Developer who or which may act as Developer of the Property or any part thereof. So long as Developer shall not violate any of the terms of this Agreement, it shall be relieved of further responsibilities hereunder upon conveyance by it of the Property or any part thereof to a successor developer. This Agreement shall be recorded with the Livingston County Register of Deeds and the benefits and burdens set forth herein shall run with the Property described in Exhibit A.

C. This Agreement may be amended only by a written instrument executed and recorded by the parties hereto and their successors and assigns.

D. This Agreement may be executed in counterparts, each and all of which together shall constitute one and the same document.

IN WITNESS WHEREOF, the parties hereto have set their hands as of the date set forth at the outset of this Agreement.

State and Local law as well as remedies provided by case law.

**TOWNSHIP OF GENOA
PLANNED INDUSTRIAL DISTRICT AGREEMENT
FOR
BIRKENSTOCK SELF-STORAGE**

THIS AGREEMENT is made as of the ___ day of _____, 2019, by and between the Genoa Charter Township, Livingston County, Michigan, (hereinafter called the "Township"), the offices of which are located at 2911 Dorr Road, Brighton, Michigan 48116 and Birkenstock Self-Storage, LLC, a Michigan limited liability company (hereinafter referred to as "Developer"), the address of which is 2528 Harte Drive, Brighton, Michigan 48114.

WITNESSETH:

WHEREAS, Developer is the owner and developer of certain land located in the Township of Genoa, County of Livingston, State of Michigan, more particularly described on Exhibit A hereto and incorporated herein by reference (sometimes hereinafter referred to as the "Property"); and

WHEREAS, Developer desires to develop the Property as a climate controlled storage facility and sales office under a comprehensive development plan as a planned industrial district ("PID" or "Planned Industrial District") to be known as "Birkenstock Self-Storage"; and

WHEREAS, the Township's Planning Commission, after giving proper notice, held a public hearing on _____, 2019, at which Developer's Application for a PID ("Application"), Conceptual PID Site Plan, Impact Statement and this PID Agreement was considered, comments and recommendations of the public were heard, and the Planning Commission recommendations were made to the Township Board; and

WHEREAS, on _____, 2019, the Township Board reviewed the Application, Conceptual PID Site Plan, Impact Statement and this PID Agreement and made recommendations to Developer concerning the proposed development; and

WHEREAS, on _____, 2019, Developer submitted to the Planning Commission an Application for Final Approval of the PID ("Final Application"), pursuant to the provisions of Article 10 of the Township's Zoning Ordinance ("Zoning Ordinance")' and

WHEREAS, the Planning Commission, after giving proper notice, held a public hearing

on _____, 2019, as required by P.A. 184 of 1983, as amended, at which the Final Application was considered, comments and recommendations of the public were heard, and recommendations were made by the Planning Commission to the Township Board concerning the Final Application; and

WHEREAS, the uses permitted within a PID include uses permitted in the Industrial and Office-Service Districts and include a climate controlled storage facility and sales office; and

WHEREAS, the Township Planning Commission and the Township Board have reviewed the Final Site Development Plan, attached hereto as Exhibit B, and have approved the Final Site Development plan as to: (1) total acreage under consideration for the Planned Industrial District; (2) the general location and acreage therein for the proposed use in the specified zoning district (being climate controlled storage facility and sales office); and (3) the general site layout and infrastructure improvements; and

WHEREAS, the approved Final Site Development Plan for the PID is consistent with the purposes and objectives of the Township; and further, is consistent with the Township's Zoning Ordinance pertaining to permitted land uses, the intensity of such uses, site access and storm water management; and

WHEREAS, Developer has made its application for final approval of the PID to the Township Board pursuant to and in accordance with the provisions of Article 10 of the Township's zoning ordinance; and

WHEREAS, at a regular public meeting of the Township Board on _____ 2019, the Township Board approved the Final Application submitted by the Developer and rezoned the property to a PID Zoning District; and

WHEREAS, the Township's Zoning Ordinance requires the execution of a Planned Industrial District Agreement in connection with the approval of a PID which Agreement shall be binding on the Township and the Developer;

NOW, THEREFORE, the Developer and the Township, in consideration of the mutual covenants of the parties described herein, and with the express understanding that this Agreement (sometimes hereinafter and in other documents related to the proposed development as the "PID Agreement") contains important and essential terms as part of Final Approval of the Final Application, agree as follows:

I. GENERAL TERMS OF AGREEMENT

A. Township and Developer acknowledge and represent that the foregoing recitals are true and accurate and binding on the respective parties.

B. Township acknowledges and represents that the Property has been rezoned to a PID Zoning District. In addition to the approval of the PID rezoning and the approval of the proposed use of the Property herein as a climate controlled storage facility with sales office, the following represents the alternative permissible uses of the Property: Business services

such as mailing, copying, data processing and retail office supplies; Child care centers, preschool and commercial daycare; 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; Studios of photographers and artists; Offices of non-profit professional, civic, social, political and religious organizations; Medical offices of doctors, dentists, optometrists, chiropractors, psychiatrists, psychologists and similar or allied professions, excluding clinics, and urgent care centers; 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; Contractors offices and buildings with only indoor storage of equipment and machinery; Research and development facilities, testing laboratories; Warehousing establishments; Professional or corporate offices; Retail sales of goods assembled, manufactured, compounded, processed, packaged or treated from previously prepared materials, or repaired or stored, on the premises; Radio and television studios; and Accessory uses, buildings and structures customarily incidental to any of the above..

C. The PID shown and described in Exhibit A (legal description of the PID Site) and the Final Site Development Plan referenced herein as Exhibit B (and specifically captioned as "Construction Drawings for Birkenstock Self-Storage" consisting of Sheets C-1 through C-___, both inclusive, and Sheet ___) is hereby approved in accordance with the authority granted to and vested in the Township under and pursuant to Act 110 of 2006, being the Michigan Zoning Enabling Act, MCL 125.3101, et seq., and Act 33 of 2008, being the Michigan Planning Act, MCL 125.3801, et seq.; and in accordance with the Zoning Ordinance of Genoa Charter Township, enacted October 7, 1991, as amended, except as modified herein; subject to the terms of this Agreement and in compliance with Exhibit B, and all provisions of the Township Zoning Ordinance pertaining thereto (collectively referred to herein as the "Applicable Regulations"), according to the terms thereof as of the date of approval of the PID.

D. The Approved Plan for the PID ("Approved Plan") includes Exhibit A and Exhibit B. The Approved Plan was formulated by the Developer and approved by the Township based upon the material terms of the Impact Statement and Application materials, which were presented to the Township by the Developer.

E. The Developer and the Township acknowledge that the Approved Plan takes precedence over the terms of the foregoing documents.

F. Developer and Township acknowledge and agree that rezoning to PID of the Property described in Exhibit A constitutes approval of Exhibit B as it sets forth the general configuration of permitted land uses. Site plan review for the PID described in Exhibits A and B are not subject to any subsequent enactments or amendments to the Zoning ordinance or the Applicable Regulations and will be reviewed and approved in light of this Agreement including Exhibit B hereto, the Zoning Ordinance and Applicable Regulations as they exist at the date of this

Agreement. Developer shall comply with Article 13 of the Zoning Ordinance, as modified herein and as may be otherwise required, with respect to any site plan approved by Township at Developer's request. Any subsequent zoning action by the Township shall be in accordance with applicable constitutional law, the Michigan Zoning Enabling Act and the Zoning Ordinance.

G. The approval of the PID described herein and in Exhibit B, and the terms, provisions and conditions of this Agreement are and shall be deemed to be of benefit to the Property described on Exhibit A and shall run with and bind such Property and shall bind and inure to the benefit of the parties hereto and their successors and assigns.

II. SPECIFIC TERMS OF AGREEMENT REGARDING LAND USE AND LAND DEVELOPMENT

A. In all districts designated for planned industrial development, the permitted principal uses shall be consistent with Article 10 of the Genoa Township Zoning Ordinance, and Section 10.03.02 specifically, except as otherwise modified and approved herein.

B. Developer represents that it intends to develop the parcel of Property identified in the Final Site Development Plan as a climate controlled storage facility with sales office. The Final Site Development Plan (Exhibit B), including the exterior design, shall be constructed in a manner consistent with a commercial sales office, using a flat roof design, high quality building materials, commercial window patterns and site improvements consistent with the surrounding uses and aesthetic features both on and off site. A 20' landscape buffer, with existing trees, will be installed to screen the existing MHP – Manufactured Housing District use on the east, west and south sides of the property.

C. Developer shall be permitted to deviate from the specific requirements set forth in Article 8, Industrial District, concerning Schedule of Area and Bulk Requirements, and the Township hereby approves a variance from the one-acre minimum lot area requirement set forth in Sec. 8.03.01. Developer shall also be permitted to deviate from the monument sign height limitation set forth in Article 16, Sign Standards, Table 16.1, and the Township hereby approves a maximum height of eight (8) feet for the monument sign due to the consistency with other signs along Grand River Avenue and the existence of multiple businesses on the site that are located a significant distance from Grand River. Developer shall also be permitted to deviate from the specific requirements set forth in Article 12, Site Development Regulations, concerning Industrial District (IND) Exterior Building Wall Materials, and the Township hereby approves a variance from Sec. 12.01.03 for the minimum exterior building material percentage of brick on walls exposed to a public street and adjacent residential areas, which shall be consistent with the brick, metal siding, composite siding and metal canopy percentages set forth in the Front Side Elevation (North), Left Side Elevation (East), Rear Elevation (South), and Right Side Elevation (West) set forth in the submitted Architectural Design Package, Sheets 3 and 4 of 4, of the Final Site Development Plan as prepared by Fusco, Shaffer & Pappas, Inc.

D. In accordance with Article 10 of the Genoa Township Zoning Ordinance, the Genoa Township Planning Commission on _____, 2019 has determined that the proposed PID, as presented, may provide community benefits, including but not limited to, a means of

secondary access to the adjacent Community Bible Church property and a safe route of pedestrian travel from the adjacent manufactured housing community to the designated public school bus stop at Grand River.

E. The storm water retention/detention system for the PUD shall meet the requirements of the Livingston County Drain Commissioner and all applicable laws and regulations.

F. All utilities required in connection with the development of Birkenstock Self-Storage shall be installed underground.

III. MISCELLANEOUS TERMS OF THIS AGREEMENT

A. Any violation of the terms of this Agreement shall be a violation of the Zoning Ordinance. The remedies of Township for a violation shall be such remedies as are provided by and for violation of the Zoning Ordinance.

B. The parties hereto make this Agreement on behalf of themselves, their successors and assigns and the signers hereby warrant that they have the authority and capacity to make this contract. All references to Developer herein shall include any successor to the Developer who or which may act as Developer of the Property or any part thereof. So long as Developer shall not violate any of the terms of this Agreement, it shall be relieved of further responsibilities hereunder upon conveyance by it of the Property or any part thereof to a successor developer. This Agreement shall be recorded with the Livingston County Register of Deeds and the benefits and burdens set forth herein shall run with the Property described in Exhibit A.

C. This Agreement may be amended only by a written instrument executed and recorded by the parties hereto and their successors and assigns.

D. This Agreement may be executed in counterparts, each and all of which together shall constitute one and the same document.

IN WITNESS WHEREOF, the parties hereto have set their hands as of the date set forth at the outset of this Agreement.

a Michigan municipal corporation

By: _____
Supervisor

And

By: _____
Clerk

STATE OF MICHIGAN)
)SS.
COUNTY OF LIVINGSTON)

The foregoing Planned Unit Development Agreement was acknowledged before me this ___ day of _____, 2019, by _____ and _____, the Supervisor and Clerk respectively of the Genoa Charter Township, a Michigan municipal corporation, on behalf of the corporation.

Notary Public,
Livingston County, Michigan
My Commission expires:

BIRKENSTOCK SELF-STORAGE, LLC,
a Michigan limited liability company

By: James Harte
Its: Managing Member

STATE OF MICHIGAN)
)SS
COUNTY OF LIVINGSTON)

The foregoing Planned Unit Development Agreement was acknowledged before me this day of _____, 2019, by James Harte, Managing Member of Birkenstock Self-Storage, LLC, a Michigan limited liability company, on behalf of the limited liability company.

Notary Public,
Livingston County, Michigan
My Commission expires:

This Instrument Drafted By:

Roger L. Myers
MYERS & MYERS, PLLC
915 N. Michigan Ave.
Howell, Michigan 48843

When recorded return to Drafter



CIVIL ENGINEERS
LAND SURVEYORS
LAND PLANNERS

Harte Birkenstock Storage Building Impact Assessment - NFE K362-01

January 2019

The following is the applicants impact statement for the referenced project.

18.07.01 Preparer

This statement was prepared by Michael D. Peterson, P.E., Civil Engineer, Nowak and Fraus Engineers, with input from Steve Roffi, RA, Architect, Fusco, Shaffer and Pappas. NFE has been doing business in SE Michigan for 50 years.

Nowak and Fraus Engineers

46777 Woodward Avenue
Pontiac, MI 48342
(248) 332-7931

Michael D. Peterson, P.E., Principal
mpeterson@nfe-engr.com

Fusco, Shaffer & Pappas, Inc.

550 E. Nine Mile Road
Ferndale, MI 48220
(248) 543-4100

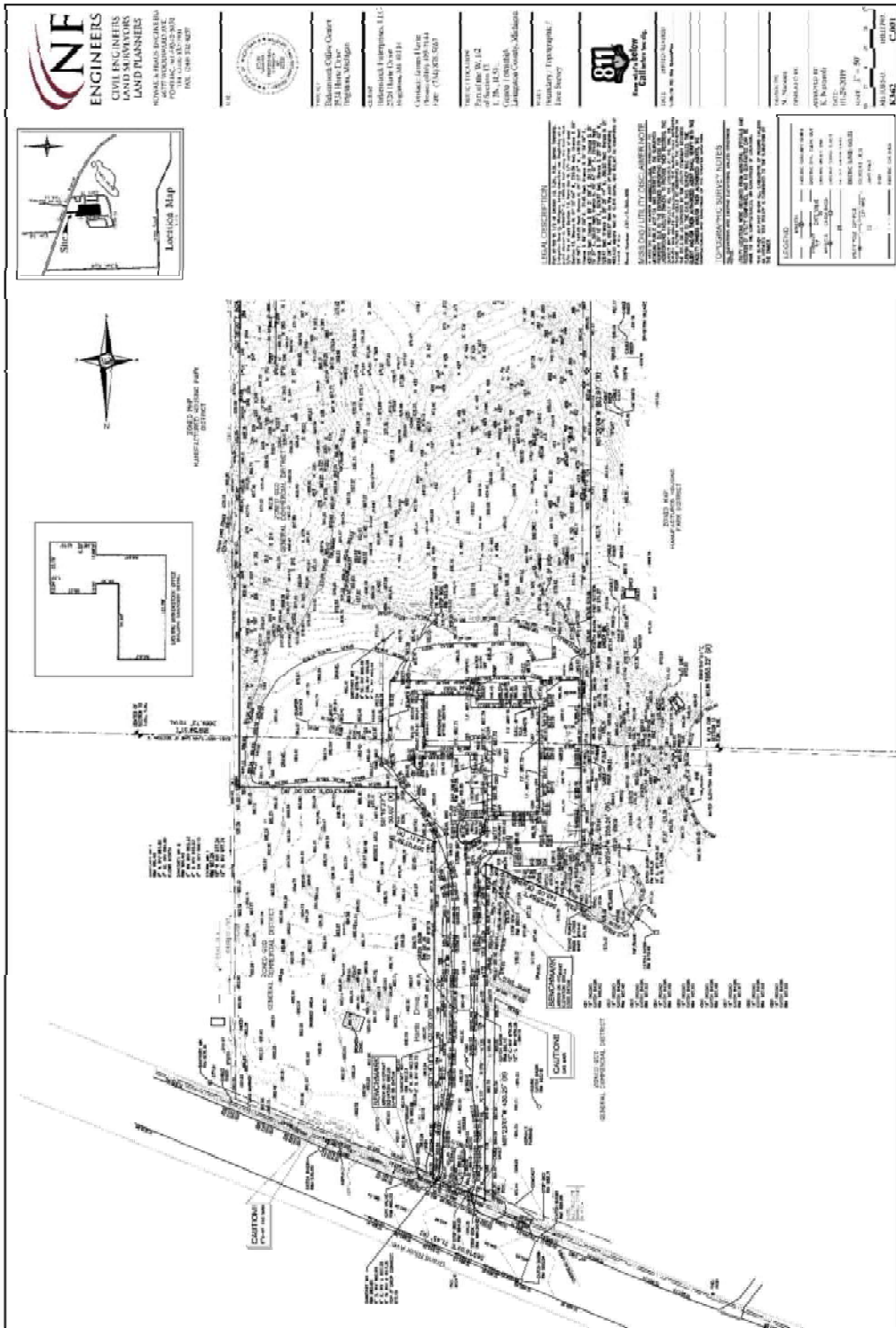
Steve Roffi, RA
sroffi@fsparch.com

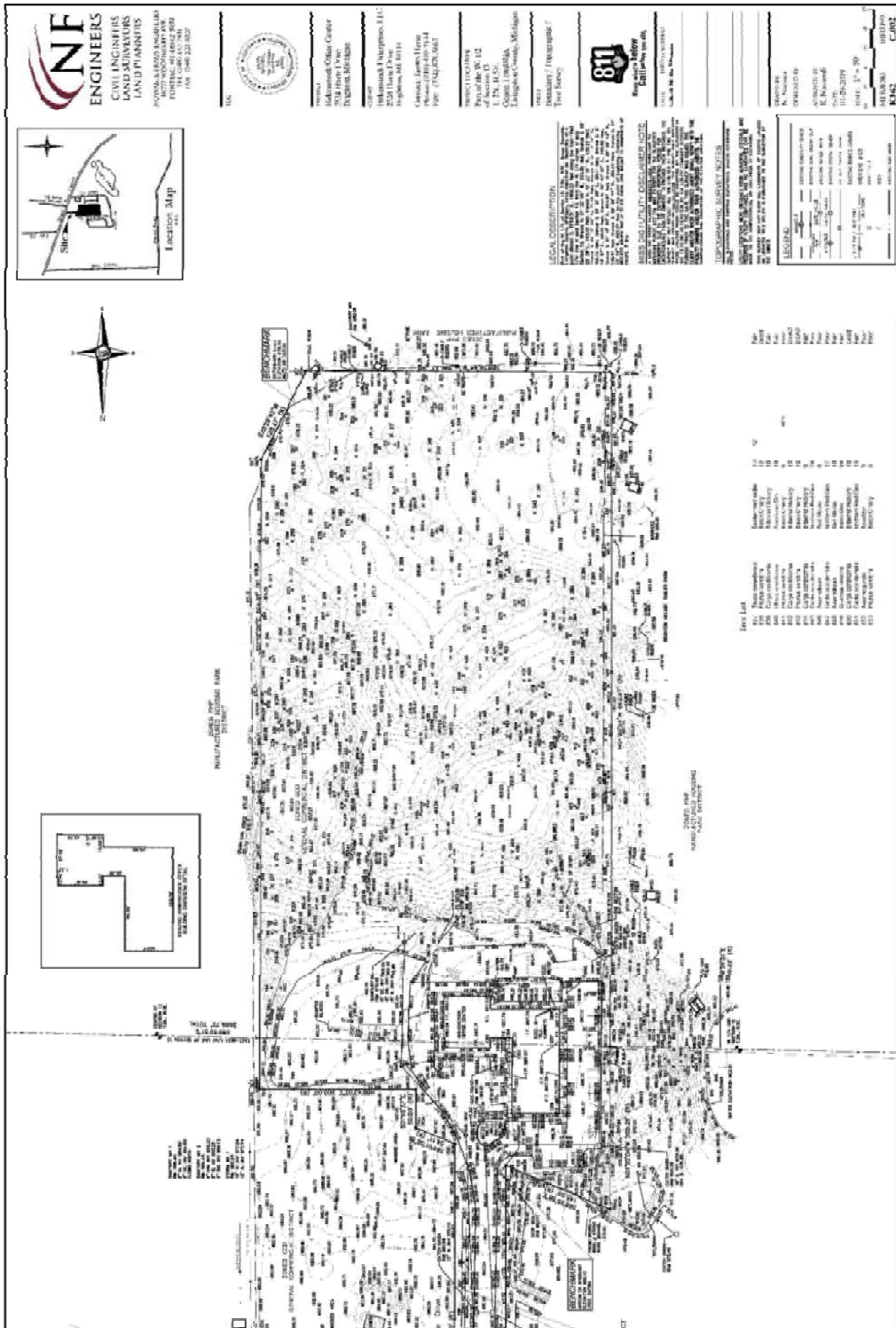
18.07.02 Location

The plans submitted with this application contain larger scale and more detailed information of the existing site/location/proposed improvements. The site is located at 2528 Harte Drive, on the south side of Grand River Avenue. The site is located between Hubert and Bendix Road. The property tax ID is 4711-13-300-009.









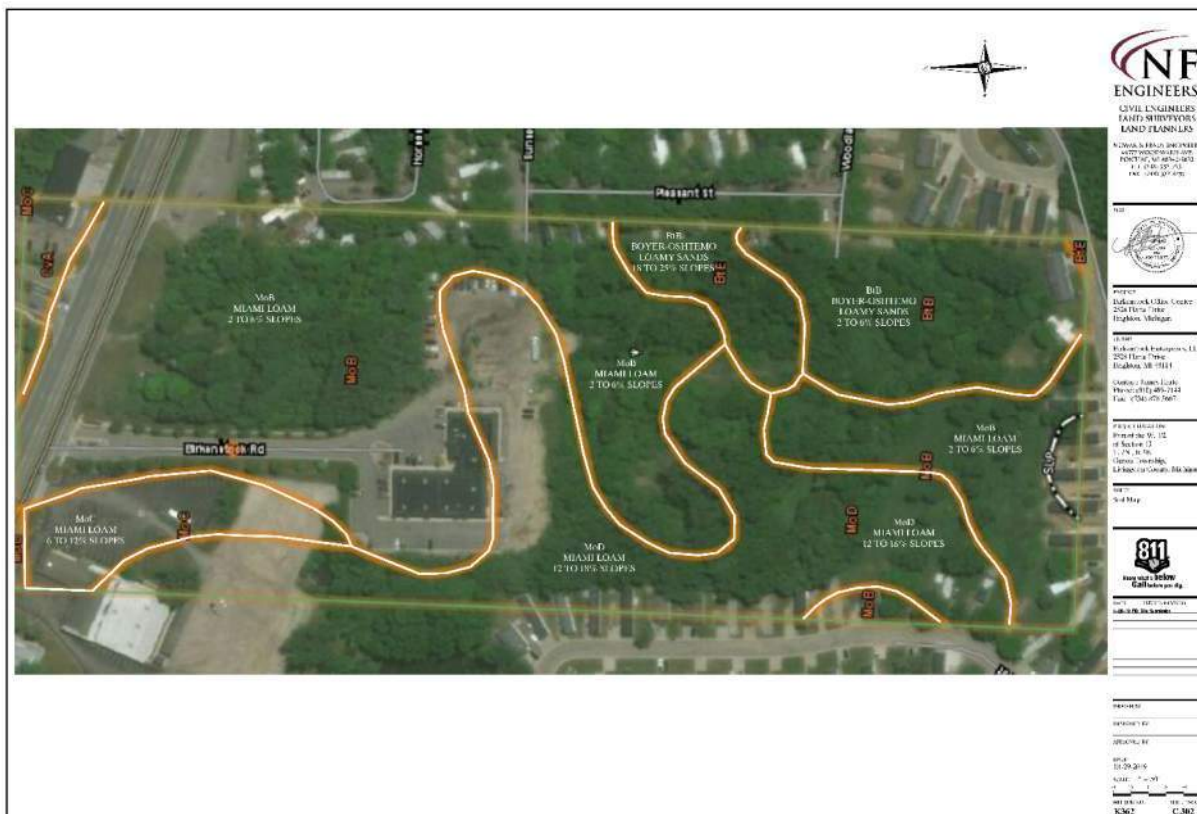
18.07.03 Impact on Natural Features

The site is approximately 10.61 acres in size. The front or north 1/3 to 1/2 of the site contains an office building with drive access from Grand River Avenue. The existing building is set back from Grand River approximately 500 feet.

The remainder of the property where the proposed improvements are to be made can be considered “rolling” with changes in elevation of approximately 20 feet. The Owners intent is to make improvements that will utilize this relief/natural feature and to work with the land as much as possible with the proposed project.

Where the proposed improvements are to be made on the site, the east, south and west sides are bounded by a pre-manufactured development. The northwest portion of the site is bounded on the west side by and existing church which has been approved for improvements as well. The church property is proposing to relocate an ingress/egress point from Grand River to the existing Harte Drive.

The soils specific to this site according to the USDA soils map are: MoB-Miami Loam, BtB-Boyer-Oshemo Loamy Sands, MoD-Miami Loam.

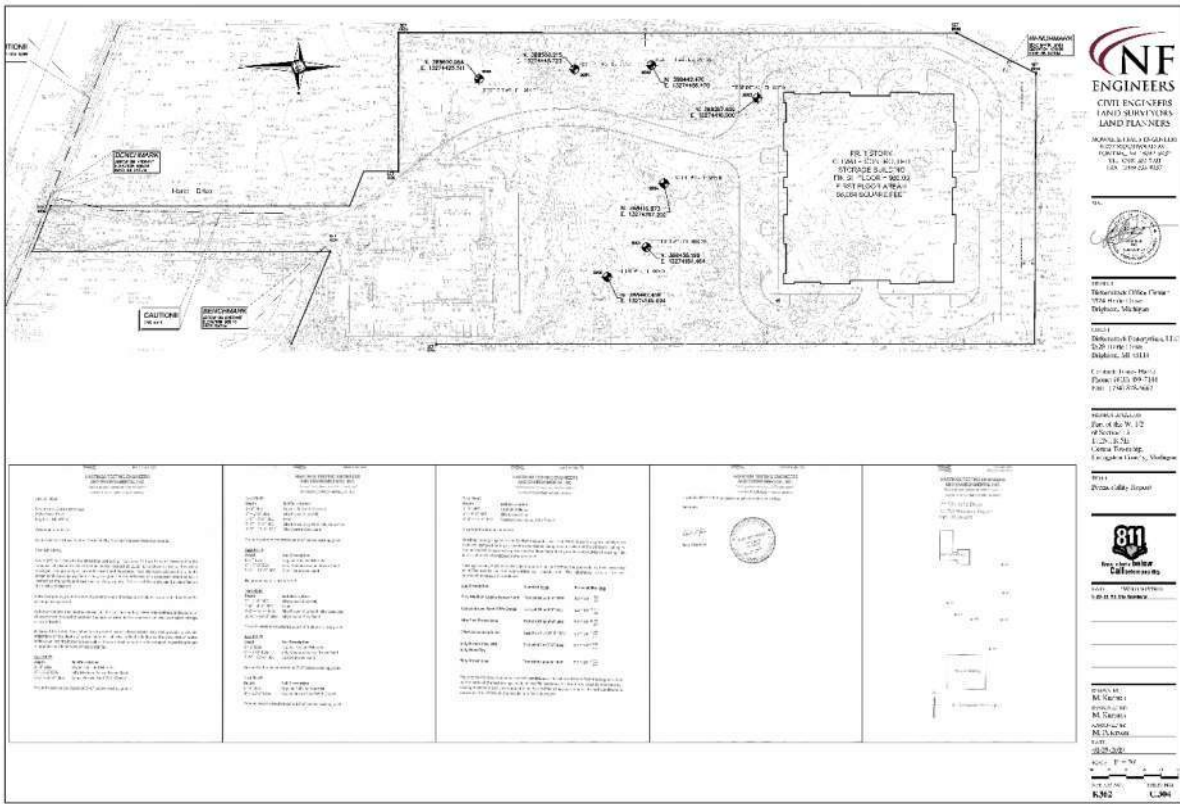


A larger depiction of this graphic can be found in the site plan documents submitted to the Township.

There is little wildlife on this site which has not been previously impacted by the other surrounding developments.

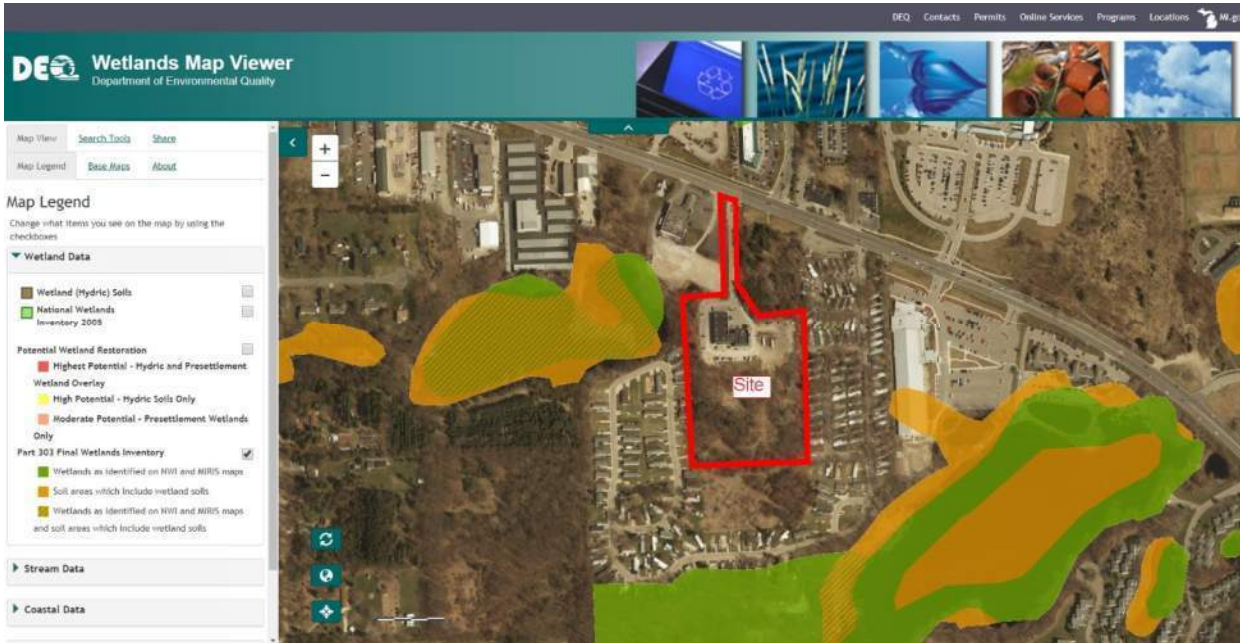
The plans submitted for this project contain a tree survey which identifies all of the trees 8" in caliper and larger. The majority of the trees on site are between 8" and 14" in diameter. The majority of the trees are in poor to fair condition. Most of the very large trees are in poor condition.

Test pits were dug on this site to assess the soil conditions and where the ground water may be located. The tests were performed by Hasting Testing Engineers and Environmental Inc. The test pits were dug in the areas of the proposed retention pond which will be area where there are existing low areas prior to development/improvement. No water has been observed to collect in this area and that is consistent with the soils found which is mainly medium to course sand. There are also some heavier/less permeable soils found in some areas/layers. The water table also varied in depth from the surface but is generally between elevation 947 and 950. This is approximately 10 feet or greater than the proposed pond bottom.



Water service to this property as well as the surrounding properties are provided by a City system. To our knowledge there are no wells in the area of this project/property.

There are no wetlands on this site. Below is a wetland map for the site and the area around the site.



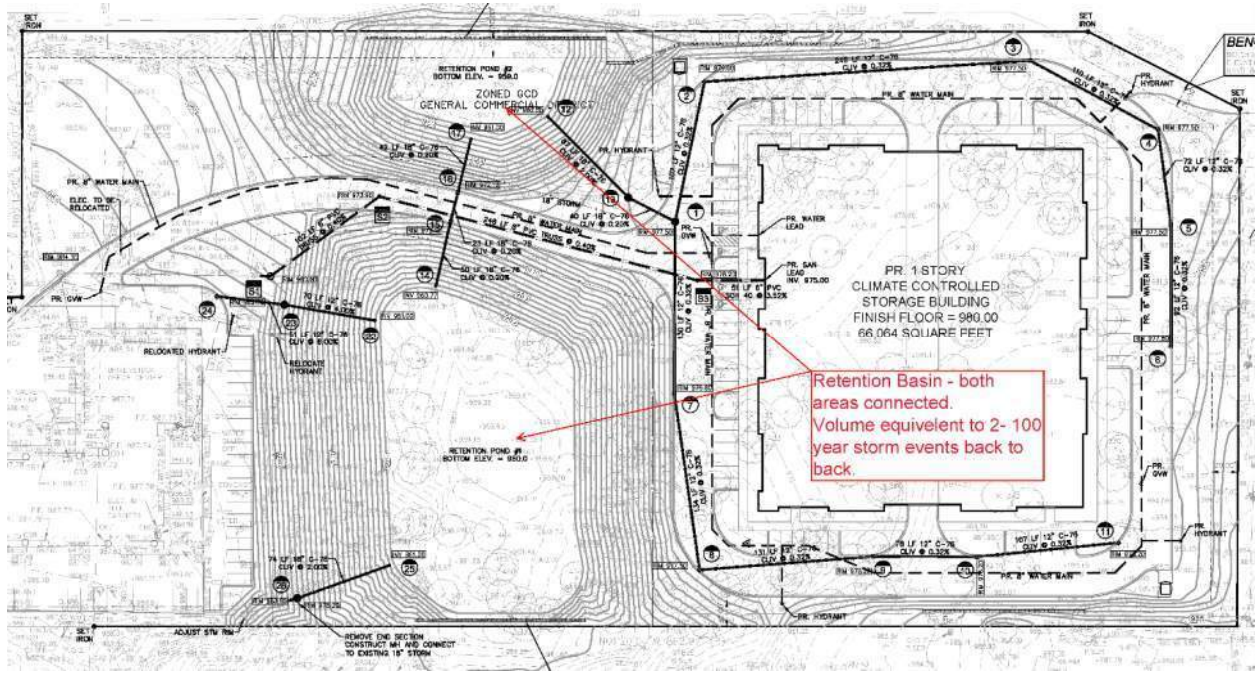
Storm water for this site percolates into the ground. There are a couple of low areas on the site that will be reshaped and used as a retention basin, (Retention, meaning no outlet). The basin has been designed to contain the volume of water that will be produced by 2 – 100 year back to back storms. This is in accordance with the requirements of the Township and the County Drain Commission. The frequency of a 100-year storm is once every 100 years.

There are no lakes, streams or ponds on the site. Therefore, none of these items will be affected by this development.

As discussed above, surface and ground water quality will not be affected with the proposed site improvements. The storm water in the ponds will be naturally filtered as it percolates into the ground. This is done in accordance with best management practices and the requirements of the Township and County.

18.07.04 Impact on Storm Water Management

As discussed, the storm water on this site either percolates into the ground and/or flows to the two low areas and percolates, evaporates and is picked up by vegetation. The intent is to continue this same practice, but, enlarge the low areas for more volume and a factor of safety (i.e. 2 – 100-year storm events back to back).



To reiterate, the volume of the pond is slightly greater than the volume of water that would be produced by 2 – 100-year storm events back to back. The probability of a 100-year storm is that such an event would occur once every 100 years. A retention pond is a pond that has no outlet and thus the requirement is to size it to handle 2 – 100-year storm events back to back. Water leaves the pond by percolating into the ground (soaking into the ground), by evaporation and by transpiration (water used by vegetation). No standing water has been observed in the existing depression areas and therefore it is assumed that the ground is adequate to allow the percolation of storm water.

County Drain Commissions throughout SE Michigan are now requiring that a portion if not all the storm water produced on a site be percolated back into the ground. This is part of evolving best management practices for dealing with storm water in areas where development occurs.

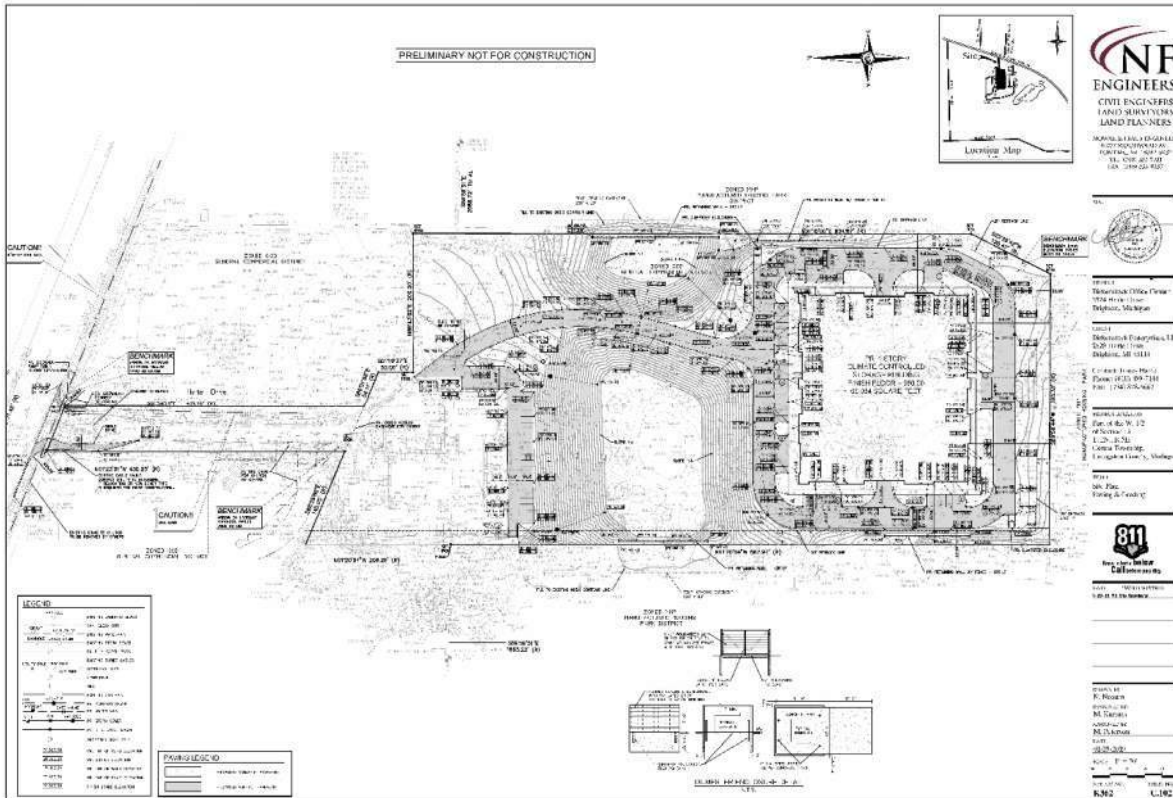
18.07.05 Impact on Surrounding Land Use

The subject parcel is Master Planned for commercial office. There is currently on site, an existing office building that will remain. This existing office is located in the front/northern 1/3 to 1/2 of the site. The proposed development/improvement will be a climate-controlled storage facility with a sales office. The project architect has designed the exterior of the new building with a commercial office look using flat roofs, high quality materials, window patterns, etc.

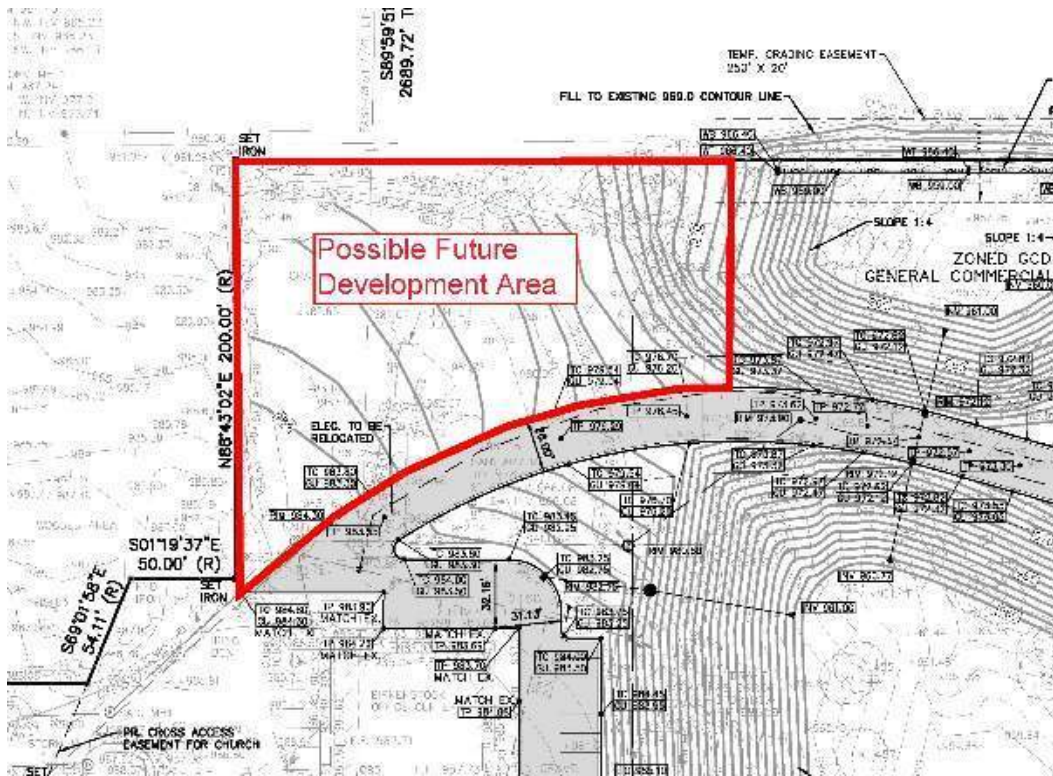
The proposed commercial use is compatible with the adjacent zoning/uses along Grand River Avenue. Low anticipated traffic volume (typical for this type of project) and negligible environmental effects, make for a low impact facility for the site and surrounding properties. Esthetics of the proposed design will blend and be harmonious with the adjacent properties. The existing MFP zoned areas along the East, South and West sides will be screened with a minimum 20-foot-wide buffer that will contain existing trees and planted vegetation.

The Township staff through meetings and discussion have suggested that this project be developed as a PID.

The 66,064 sf, climate-controlled storage building will be constructed on the southern half of the site as depicted in the project drawings. The building, pavement and utilities will be constructed at one time and will not be phased. Landscaping will be installed after the building and related appurtenances are completed.



The applicant has requested that the site and building be designed so that it is harmonious as possible with the existing land. The applicant has reserved the northeast portion of the site to possibly be developed/improved at a later date. This possible future improvement has been considered in the design and the site calculations.



No additional light impact is anticipated with the proposed project. No additional noise or air pollution is anticipated with this project.

It is anticipated that the site will be open for business between 8:00 AM and 6:00 PM. Outside lighting will be minimal as needed for security. Inside lighting will be subdued. A photometric plan will be prepared as part of the construction documents. These plans will be submitted to the Township and other applicable agencies having jurisdiction over the project for their review, approval and applicable permits. The lighting will conform to the Township's requirements.

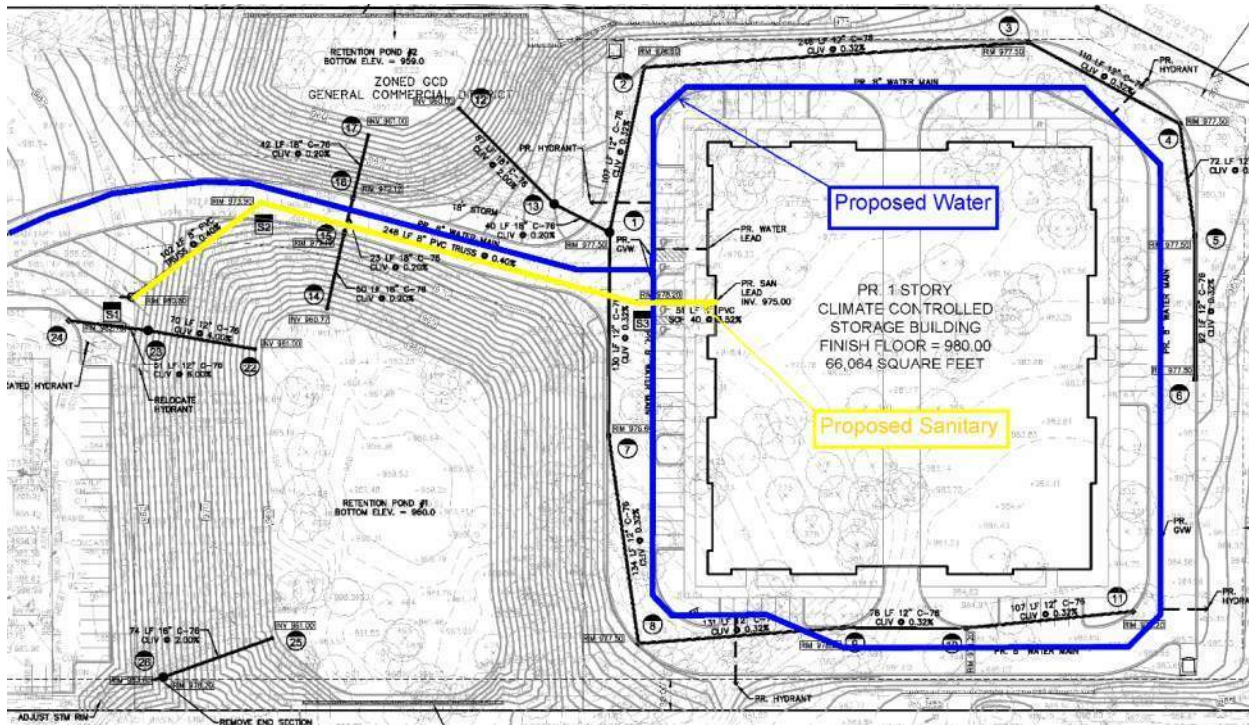
In regard to the performance standards as noted in Section 13.05 there shall be no: smoke, airborne solids, odor, gasses, vibration, noise, glare, radioactive materials, fire and safety hazards, underground storage tanks, above ground storage tanks, toxic or hazardous materials.

18.07.06 Impact on Public Facilities and Services

There will be no residents on site. There will be 3 employees on site. Visits to the site are anticipated to be 24 per day. There is no anticipated impact to schools and recreation facilities. There is no anticipated increase to police, fire and emergency services.

18.07.07 Impact Public Utilities

Water service will be provided through a connection to an existing water main located on site. Sanitary service will be provided through a connection to an existing sanitary sewer located on site. Use or volume of flow from and to the water and sanitary systems will be negligible. Calculations will be provided on the engineering construction documents at a later date and will conform to the requirements of the Township and the County.



As discussed previously, storm water will be collected (catch basins) and directed to the retention pond. The retention pond will have a volume equivalent to 2-100-yr storm events back to back.

During construction the runoff developed will be controlled as required by the Township and the County. The first construction activity on site will be to install the soil erosion and sedimentation control measures that will be depicted on the plans approved by the Township. The retention pond will be reshaped as the second item of construction and storm water directed to the area. Upon completion of the construction, the ponds and storm system will be cleaned, and vegetation established. Once the vegetation is established, the SESC measure will be removed.

As noted the site will be served with public water and sanitary service. Connection to those services will be on site. Calculations for use will be provided as part of the engineering/construction document submittal in accordance with the requirements of the Township. Franchise utilities serving the site will include: gas, electric, phone and data.

18.07.08 Storage and Handling of any Hazardous Materials

No hazardous materials are expected to be on site.

18.07.09 Traffic Impact Study

With the proposed low impact development and low trip generation for this type of use, the proposed project falls below the threshold for peak hour usage and below the threshold for a traffic impact study.

18.07.10 Historic and Cultural Resources

This project does not involve the alteration or demolition of historic structures.

18.07.11 Special Provisions

There are no deed restrictions or protective covenants on this property.



CUTTINGEDGE
SELF STORAGE DEVELOPMENT

FEASIBILITY STUDY


Client: James Harte, Birkenstock Enterprises

Project: RV Storage Feasibility: Brighton, MI

Date: September 2018

Prepared By: **Andrew S. Ross**

- 1. Self Storage Concept**
- 2. Comments and Conclusions**
- 3. Competition / Market Information**
- 4. Target Area Supply and Demand**
- 5. Unit Mix / Site Construction**
- 6. 5 Year Recap, Entrepreneurial Profit**
- 7. Explanation For Projections / Projections**
- 8. Demographics**
- 9. Articles**
- 10. Partners Information**



Items 3-10 are in the project file. They are omitted from this packet to reduce size because they were considered supplemental information. Contact staff or check the Planning Commission packet if you would like to view them.

1

THE SELF-STORAGE CONCEPT

THE SELF-STORAGE CONCEPT

The self-Storage industry had its beginnings in Texas in 1954 and since the early 1970's the concept of storage as a true business began to emerge and it started to become a viable, worldwide business. Simply stated, the concept of self-Storage provides an attractive solution to the growing need for temporary additional space for the residential market and for both small and large businesses.

In the past, self-storage was most often thought of as an option for industrial businesses only. Today, self-storage is actually utilized more for retail or residential use, and is more accurately considered as a retail business. Why many assume that the daily management of a self storage facility is simple and the business itself a simple concept, it is also an industry full of unique nuances and how they are handled separate those facilities that are undermanaged and underperforming from those at the top of the industry that are well managed and highly profitable. It is understood industry-wide that today's self storage managers must be skilled professionals; gone is the caretaker role of the past. This type of manager has gone the way of first-generation facilities that served as a placeholder until the land could be used for some higher purpose. Additional income is generated at self-storage facilities by offering climate-controlled units, temperature-controlled units, tenants insurance, PO Boxes, locks and shipping boxes and packing supplies.

As with most commercial real estate, selecting the right location for a self-storage facility is very important. Choosing a self-storage site on a major arterial is beneficial to both residents and businesses in the immediate

neighborhood. High visibility to drive-by traffic also contributes significantly to the success of a self-storage facility with drive-by still being the number one reason people state as how they found a facility is Internet now being a close second.

Self-storage has proven to be a sound investment. There are approximately 41,000 self-storage facilities in the United States that are considered a Class C facility or better. Of these, only 14.96% are owned by the top ten operators in the nation. This lack of consolidation is one of the principal reasons the self-storage industry has become one of the most viable options of real estate investment.

Investors have been drawn to the self storage business because as a rule, consumers are willing to pay about as much on a per-square foot basis for self-storage as they pay for a rental apartment, according to Ryan Burke, an analyst with Green Street Advisors. At the same time, self-storage facilities are relatively cheap to build, ranging from roughly \$40 to \$45 a square foot for a one-story facility and from \$50 to \$65 a square foot for a multistory facility, according to Mako Steel, an engineering firm that specializes in self-storage. By contrast, apartments can cost between \$170 a square foot for a simple garden apartments in inexpensive cities to more than \$1,000 a square foot for high-rises in pricier cities, according to Alexander Goldfarb, an analyst at Sandler O'Neil I+ Partners LP.

A recent nationwide survey amply demonstrated how popular self-storage has become. The survey reported that 10% of the population is currently using some kind of self-storage, 22% have recently used self-storage, and another 15% have used self-storage at some time in the past. An additional 51% of the population is aware of what self-storage is, but has not yet had reason to use it. Only 3% of the survey did not know what self-storage was.

An article that appeared in a recent edition of the Storage Fact Book said that, “The Holy Grail of investments is their potential return. Sophisticated investors understand value is based not only on the *current cash flow* of a property, but also on its *future* or *residual value* when sold. Obviously, the returns in both categories must be measured against the actual investment made in the property.

“The best measure of total return is the overall capitalization rate (OCR) that is applied to properties recently sold in the marketplace. This number reflects the total annual return expected by the buyer when purchasing a property. The OCR encompasses both the *expected current return* plus the *residual value* of the property.

ADVANTAGES OF SELF-STORAGE

- Inherent with almost any other type of real estate investment, long-term leases carefully govern how rental rates can be increased over a given three to ten year period. With self-storage, however, tenants normally have a month-to-month lease which allows the landlord to increase (adjust?) rents more consistently with market trends instead of having to wait for long-term leases to expire.
- The average stay for self-storage tenants is 12.7 months for residential tenants and 21.7 months for commercial tenants. The rent roll of a self-storage facility turns over by an average of approximately 9%+per month. This turnover rate makes it easier for self-storage operators to react quickly to fluctuations in market conditions. This flexibility allows self-storage operators to easily adjust rental rates to new tenants when they move in and to raise rates to existing tenants every six to twelve months.
- Unlike office, retail, or multi-family real estate properties, a significant transaction for self-storage facility in a typical market usually does not exceed \$6 to \$7 million, with land cost a typical facility is averaging approximately \$4.5 million. This relatively small investment in a single asset makes self-storage extremely attractive to investors. They are able to spread their risk across a market in several properties rather than having all their risk associated with a single asset.
- Operating expenses in self-storage are easily managed. Real estate taxes usually comprise 15 to 20 per cent of the total expenses. Payroll, the largest single expense item, averages between 25 and 30 percent of the total expenses not including property taxes. The remaining expenses are spread over management fees, utilities, advertising, insurance premiums,

costs for repairs and maintenance and miscellaneous office expense. As long as real estate taxes and payroll costs are carefully managed, the impact of an increase over budgeted levels in one or two of the other expense categories would be minimal.

- Self-storage is counter-cyclical. In times of slow economic growth, both business and residential tenants tend to downsize, but self-storage business tends to remain constant because tenants will use their self-storage units to store inventories, furniture and personal goods. During periods of strong economic growth, tenants will characteristically increase inventories, move into or build larger homes and offices and utilize their self-storage space during this transition. Tenants will often rent on a permanent basis an extra unit for storage of inventory items or household goods such as holiday decorations and other seasonal, bulky possessions.

2

COMMENTS & CONCLUSIONS

BRIGHTON, MI

COMMENTS AND CONCLUSIONS

We propose to develop in 2 phases a “state-of-the-art” self-storage facility totaling 45,600 net rentable square feet on approximate 3 of the 10.5 acres, located in Brighton, MI based on the following.

DEMOGRAPHIC INFORMATION

1. There is currently a higher demand than supply for storage if using the “target area” which has been determined to be a 5
2. -mile radius.
3. In the “target” area the average household income is excellent at \$121,155 while the national average is \$86,278 which means when this property increases rates it will have a minimal impact to the occupancy. The current “Self-Storage Demand stated that renter’s income were as follows; 17% over \$125,000, 10% \$100,000 to \$125,000 and 13% \$75,000 to \$100,000, 9% \$60,000 to \$75,000, 7% \$50,000 to \$60,000, 10% \$40,000 to \$50,000, 8% \$30,000 to \$40,000, 13% \$20,000 to \$30,000 and 13% less than \$20,000.
4. The % of renters spending \$150 or more per month on storage has increased 8% since 2013.
5. The area's population in 2018 is 56,988 which was an increase of 5.41% from 2010 and is projected to increase another 2.55% in the next five years. The census bureau estimates nation growth of only 3.5% over the next five years.
6. Consumer self-storage penetration has increased since 2013 but has still not reached its 2007 level. However, due to population growth, the number of households renting self-storage units is at an all-time high of nearly 12 million. This is about 1.8 million more households than in 2005.
7. This is an area where the average household size of 2.56 people. Keep this in mind when building the apartment.

CONSTRUCTION INFORMATION

8. We propose to build Phase 1 on 3 acres and include the office and apartment with this phase.
9. We proposed to build Phase 2 on 2 additional acres.

10. We suggest building the rows of storage units parallel to the longest side of the building. This allows for more square footage and if the rows are perpendicular to the office gives the manager a view of every unit by walking down one side.
11. To stop water flow under the doors you should slope floors and have a 1 ½ inch step up into each unit.
12. You may want to consider moveable partitions to allow changing the unit mix for the demand.
13. When selecting latches for the doors, the optimum choice would be the use of cylinder locks as they enhance the look of the facility and requires that the tenant purchase a lock from you. You must train the manager on the benefits of the cylinder lock over the traditional lock to make this a success.
14. The unit mix is designed to include an average number of sizes since too many sizes tend to confuse the customer, clutter your layout and increase the complexity of construction.
15. In addition to an electronic gate install a monitored video surveillance system and door alarms. By having the bells and whistles it makes the property more desirable when selling if this becomes your exit strategy.
16. If you choose to install door alarms, it is much less expensive and simpler to do during construction rather than trying to retrofit them later.
17. When installing the key pad, it should be located with enough room to allow 3 cars bumper to bumper to line up. Also, it should be accessible from the vehicle window incase of incimate weather.
18. Make sure the facility has bright security lighting on the grounds, so tenants feel safe at night.
19. Install timers or motion sensors in all hallways and any units with lighting. This will reduce the utilities expenses and will discourage tenants from trying to install their own outlets in the units.
20. It is recommended to install asphalt driveways instead of concrete. Concrete is approximately 500% higher in cost. Also repairs on concrete, which will crack are much more expensive than asphalt.
21. The property will need to be constructed and operated in such a manner as to attract its successful share of the market, and probably capture and maintain a substantial portion of it's inferior competitions market share.
22. At the end of the buildings most fire departments require a 35' inside turning radius and a 55' outside turning radius.

23. Remember to install bollards at the corners of the building and around the touch pads for the gate. This will reduce the damage caused by vehicles running into your buildings or gate equipment.
24. If using a metal building you might want to consider using split brick on the outside and metal partitions for the inside. It is my understanding that the REITS and companies like Extra Space Storage consider this type of construction superior and will offer a better price. This is important if selling is part of your exit strategy. Remember to have the roofs insulated on the inside, as the metal building tends to sweat when the temperature changes.
25. Where zoning will allow use some type of a reader board on your sign. This provides space for posting specials along with changing the message weekly and keeps people looking at your facility.
26. 50% of current renter are renting drive up storage units, however this number has decreased 7% since 2013.
27. In this area because of the humidity you will need to use a central air conditioner to cool the air and keep the humidity down.
28. For every 1,200 to 1,500 square feet you will need a 1-ton air conditioning unit.
29. If you do build an on-site apartment, build it above the office this allows them to separate the office time from home time as access to the apartment is limited. If you connect the apartment to the office on the same level, managers tend to go in their apartment during office hours to watch TV, do laundry and cook among other things.
30. When planning the layout for the temperature-controlled building larger units should be built close to the access doors making it easier for people to move into them.
31. Installing panic alarm buttons in the temperature-controlled area gives your customer peace of mind. These areas are typically long, dim hallways that are usually vacant and may make your customers feel vulnerable. By installing alarm buttons, music, using white doors and panels along with good lighting in these areas you make the temperature-controlled building more inviting. Surveys by the storage industry show that after the initial move in, women are typically the ones who visit the facility. The more comfortable you make them the longer they will stay and less likely they are to move based solely on price.
32. When the humidity rises to 90% or above items stored in traditional storage units can become damaged, therefore we recommend building some temperature-controlled units. Keep the temperature-controlled units above 60 degrees and not over 85 degrees.

MISCELLANEOUS

33. Nationally even with the additional square footage being added to the self storage market nationally in 2005 the average occupancy was 83.0% and in 2015 the average was 90.2%.
34. Currently the REITS account for 18% of all storage facilities in the U.S., the other top operators accounting for an additional 8% leaving 74% for the rest of the self-storage product.
35. Printed materials for direct mailers along with coupons should be made available and widely distributed before Grand Opening to maximize rent up. The cost for this initial marketing campaign is not in the budget. The line item for direct mail is for the mailing lists and postage to be used during the rent-up process.
36. You will want to use at least the amount of money each month that is outlined in the marketing budget. A facility will need additional marketing up front to produce a faster rent up. Keep in mind the average stay in storage is 12.7-21.7 months with the average number of move outs being approximately 10% of what the facility starts the month occupied with. This means the faster you can rent up before experiencing high move outs the faster the facility will obtain maturity.
37. It is very important to have a good web site. in 2007 the number of customers who said they found a facility was less than 1% and in 2015 that number had risen to 23% nearly one-fourth of all customers and is second only to drive by with 32% of new customers.
38. According to the “Self-Storage Demand Study” approximately 10% of the current population is using storage, 22% have used storage in the past 5 years and 15% have used storage more than 5 years ago. This means 47% of current U.S. households have some self-storage experience or which only 3% of ex renters say they would never rent again under any circumstances.
39. Having the apartment above the office allows you to place signage up higher on the wall and provides you with additional visibility for the facility.
40. On the “Entrepreneurial Report” based on an 7% cap rate the “Entrepreneurial Profit” is 43% or \$1,717,740 after the 3rd year of operation. If this property was being appraised or sold in today’s market it would demand a 5 cap and would have a 100% profit or \$4,012,551.
41. Built into the projection cost is “Lease Up” interest to help the property cover the mortgage until the facility reaches maturity.
42. This property will break even and cover the debt service on phase 1 at 92% occupied and should be achieved by approximately the 7th month of operation. However once Phase 2 is built the property break even at 72% an should be achieved by approximately the 28th month of operation.

43. You should implement a program to accept credit cards along with monthly auto payment option for your tenants. Those tenants who automatically have their monthly payment charged to their credit cards stay longer. This is very useful because a substantial amount of your tenants will not live locally. The “Self-Storage Demand Study” states the means of payment as; 36% check or money order, 35% credit or debit card, 14% cash and 15% on-line or automatic deduction.
44. You should offer insurance programs for added peace-of-mind for prospective tenants.
45. Offering boxes and other packing materials can increase your monthly profit and provide another valuable service to your customers.
46. Retiring “baby boomers” tend to remain consumers who do not easily dispose of possessions; this increases the demand for self-storage.
47. The key to pricing is to have desirable pricing along with a move in special without driving the entire market pricing down.
48. The pricing has been based very conservatively and includes offering a move in special of ½ off the first month.

MANAGEMENT

49. In my experience it is easier to find managers when you have an on-site apartment. Most managers realize this is a great benefit if the apartment is built correctly. There is no commute time to work and they don’t have to worry about paying rent or utilities. You can also typically hire a couple for little more than the cost for one full-time off-site manager. With two people the phone should always be answered instead of going to an answering machine. One person can show a unit and clean while one answers the phone. Normally \$12 to \$15 per hour per person is needed for a couple that lives on site.
50. Bear in mind that answering the phone is very important. Usually if a customer is calling for prices and they get an answering machine they will hang up and call the next number in the phone book. Most of the messages received are from current tenants. With the average stay in 2015 being 12.7 months and your average price per unit is \$172.40. This means each missed phone call could cost you \$2,189.48.
51. You need a good off site and on-site management team. Except for pricing which accounted for 83% of new rentals along with availability 69%, Location 34%, hours of operation 30%, Management/Features was the second reason someone stored at 26%.
52. It is VERY important to train the managers on the benefits of temperature-controlled storage.

53. Based on the good growth trends, high occupancy rates of the competition in the target area, the fact this facility should be built as a superior product compared to its competition and the fact the excess demand in this target area is 325,368 using the Michigan supply number and 321,948 using the US supply number of additional square feet needed as seen on the Demand calculations in section 4 of this report It is my belief that this location would be great for self-storage. The area should be able to support the addition of 45,600 square feet of storage.
54. This location is rated as a B+ to an A- with an excellent possibility of success.
55. I, Stephan Ross believe the proposed market area will support another self-storage facility. I believe by using the entire amount allocated for marketing, having the managers trained and promotional materials available for the Grand Opening along with utilizing the recommended move-in special, that the rent-up period for this location will be 31 months to reach 90% to 90% overall occupancy being built in 2 phases at which point the debt service coverage ratio will be a 1.31.

BIRKENSTOCK OFFICE/STORAGE BUILDING

GENOA TOWNSHIP,

MICHIGAN

LIST OF DRAWINGS

CIVIL ENGINEERING

C.001	BOUNDARY / TOPOGRAPHIC / TREE SURVEY
C.002	BOUNDARY / TOPOGRAPHIC / TREE SURVEY
C.003	BOUNDARY / TOPOGRAPHIC / TREE SURVEY
C.004	BOUNDARY / TOPOGRAPHIC / TREE SURVEY
C.102	SITE PLAN PAVING & GRADING
C.201	SITE PLAN UTILITIES
C.302	SOIL MAP
C.303	TRUCK TURN PLAN
C.304	PERMEABILITY REPORT
C.305	LOT SPLIT PLAN
C.306	LOT SPLIT UTILITY PLAN

LANDSCAPING

L.S.1	SITE LANDSCAPE PLAN
L.S.2	PLANTING DETAIL
LT.1	TREE REMOVAL PLAN
LT.2	TREE REMOVAL PLAN
L.901	SITE DETAILS

ARCHITECTURAL

A.S.101	CONCEPTUAL SITE PLAN
A.101	CONCEPTUAL FIRST FLOOR BUILDING PLAN & SIGNAGE
A.201	CONCEPTUAL FRONT & LEFT SIDE ELEVATIONS
A.202	CONCEPTUAL REAR & RIGHT ELEVATIONS

ELECTRICAL LIGHTING

EX.001	SITE PLAN - PHOTOMETRICS
EX.002	SITE PLAN - LIGHT FIXTURES

DEVELOPMENT TEAM

OWNER/DEVELOPER

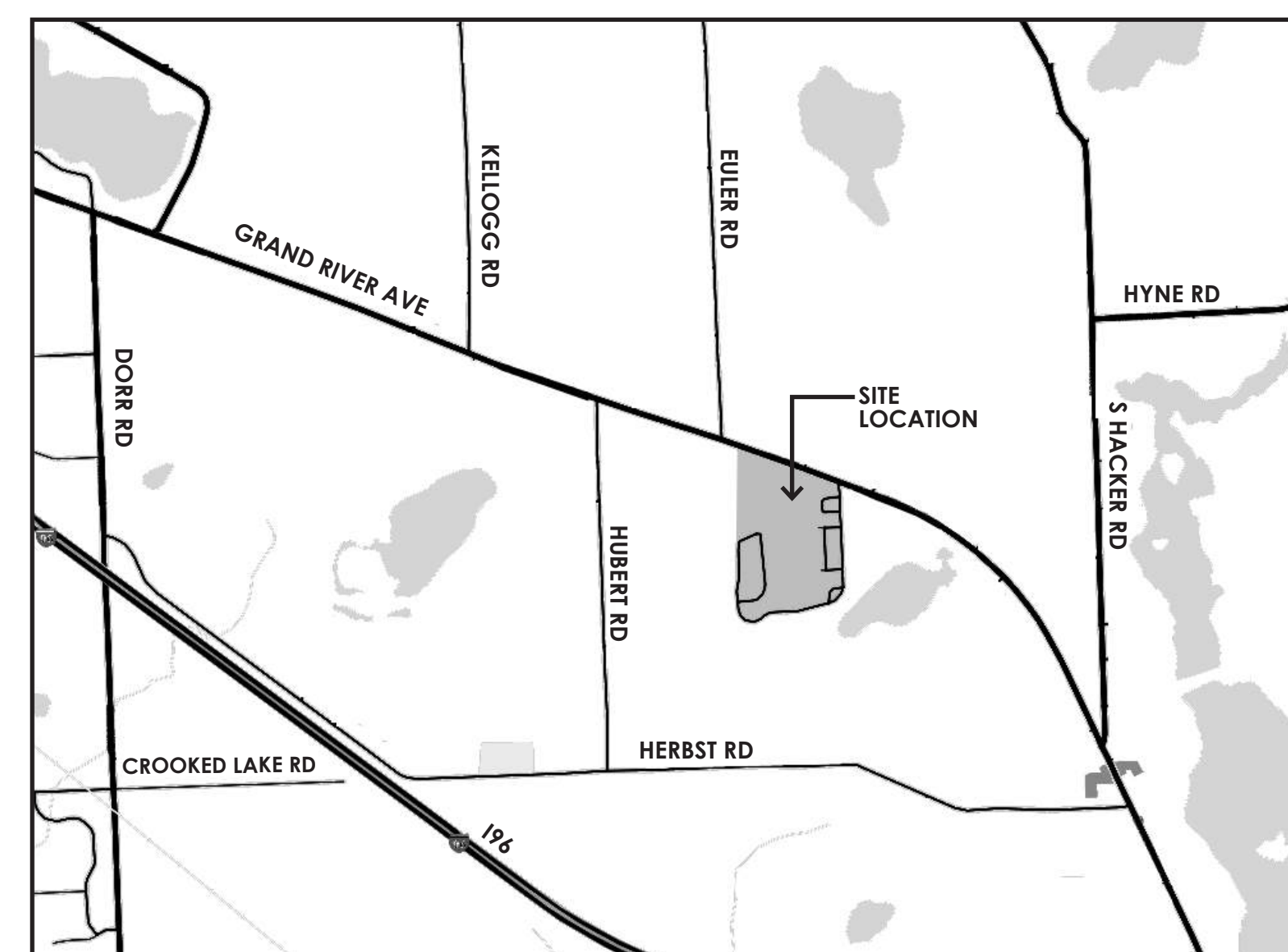
BIRKENSTOCK ENTERPRISES, LLC
2528 HARTE DR.
BRIGHTON, MI 48114
810.499.7144

ARCHITECT/AGENT
FUSCO, SHAFFER & PAPPAS, INC.
550 E. NINE MILE RD
FERNDALE, MI 48220
248.543.4100

CIVIL ENGINEER
NOWAK & FRAUS ENGINEERS
46777 WOODWARD AVE.
PONTIAC, MI 48342
248.332.7931

LANDSCAPE ARCHITECT
HAGENBUCH WEIKALL
33203 BIDDESTONE
FARMINGTON HILLS, MI 48334
248.477.3600

LIGHTING DESIGN
MEEC, PC
1415 GOLDSMITH
PLYMOUTH, MI 48170
734.454.5516



LOCATION MAP

PROJECT ADDRESS: 2528 HARTE DRIVE
NO SCALE

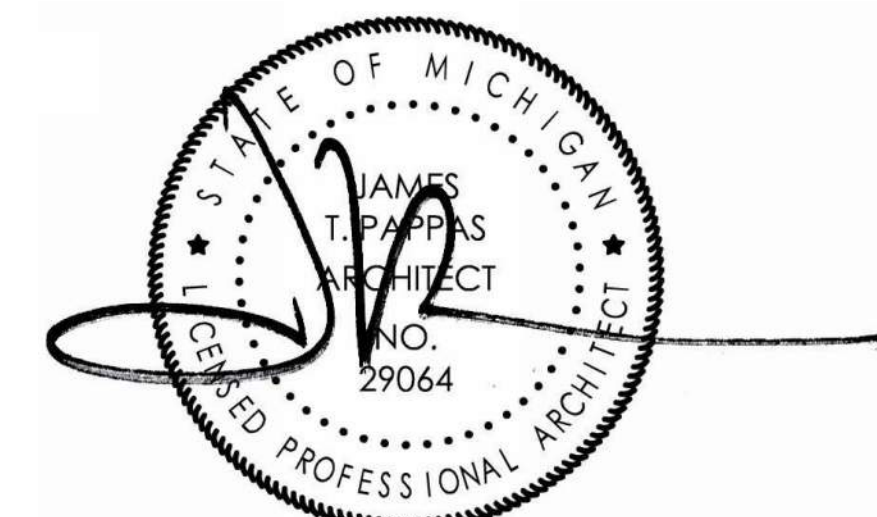


DATE	ISSUE
01.29.19	P.I.D. SITE SUBMISSION
02.22.19	P.I.D. RE-SUBMISSION



FUSCO, SHAFFER & PAPPAS, INC.
ARCHITECTS AND PLANNERS

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SITE DATA

SITE AREA (GROSS)
MINIMUM PROVIDED 3 AC
± 462,607 S.F. OR ± 10.62 AC

LOT WIDTH
MINIMUM PROVIDED 150 FT.
PROVIDED 450 FT.

ZONING
EXISTING GCD (GENERAL COMMERCIAL DISTRICT)
PROPOSED PID (PLANNED INDUSTRIAL DEVELOPMENT W/ IND BASE)

TOTAL BUILDING FOOTPRINT AREA
EXISTING 12,816 S.F.
PROPOSED 66,064 S.F.
TOTAL 78,880 S.F.

LOT COVERAGE (BUILDINGS)
MAXIMUM ALLOWED 185,042 S.F. (40%)
EXISTING 12,816 S.F. (2.7%)
PROPOSED (TOTAL INCL. EXIST'G.) 78,880 S.F. (17%)

LOT COVERAGE (IMPERVIOUS SURFACE INCLUDING BUILDING)
MAXIMUM ALLOWED 393,215 S.F. (85%)
PROPOSED (TOTAL INC. EXIST'G.) 208,921 S.F. (45.2%)

BUILDING HEIGHT
MAXIMUM ALLOWED 30 FEET - 2 STORY
PROPOSED 27 FEET - 2 STORY

BUILDING AREA (GROSS)
EXISTING OFFICE BLDG. 12,816 S.F.
PROPOSED STORAGE BLDG. 59,680 S.F.
STORAGE W/ SALES OFFICE (INCL. 1,000 S.F. SALES) 1,500 S.F.
MANAGERS UNIT 6,384 S.F.
TRUCK LOADING (ENCLOSED) 67,564 S.F.
TOTAL PROPOSED STORAGE BLDG. 80,380 S.F.

GRAND TOTAL (INCLUDING EXISTG.) 80,380 S.F.

STORAGE AREA (NET) 46,607 S.F.

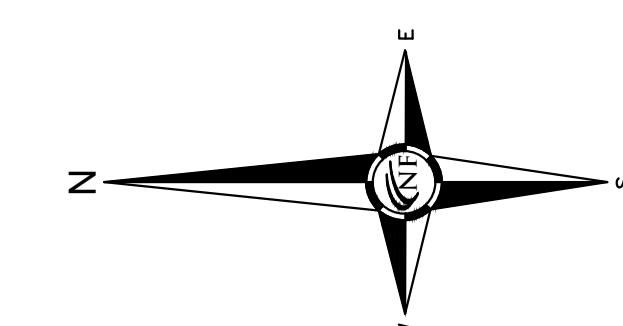
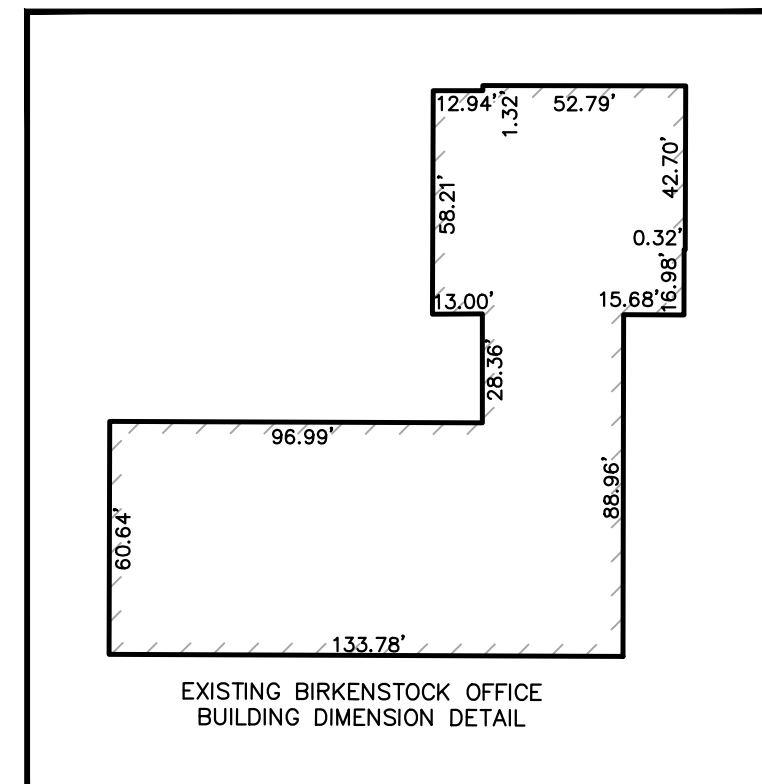
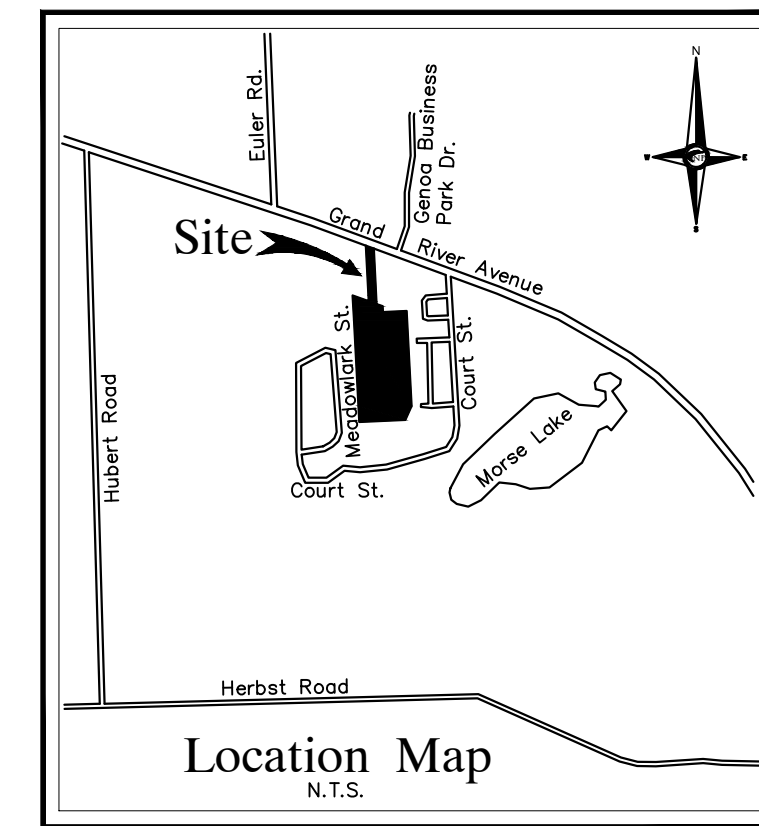
PARKING
REQUIRED - NEW BLDG.
STORAGE (1 C/1,500 S.F.) 43 SPACES
SALES OFFICE (1 C/300 S.F.) 4 SPACES
MANAGERS UNIT (2/UNIT) 2 SPACES
TOTAL 49 SPACES

REQUIRED - EXISTING BLDG (1C/300 S.F.) 43 SPACES

PROPOSED - NEW BLDG.
STORAGE/SALES OFFICE (INCL. 4 P.H. SPACES) 49 SPACES

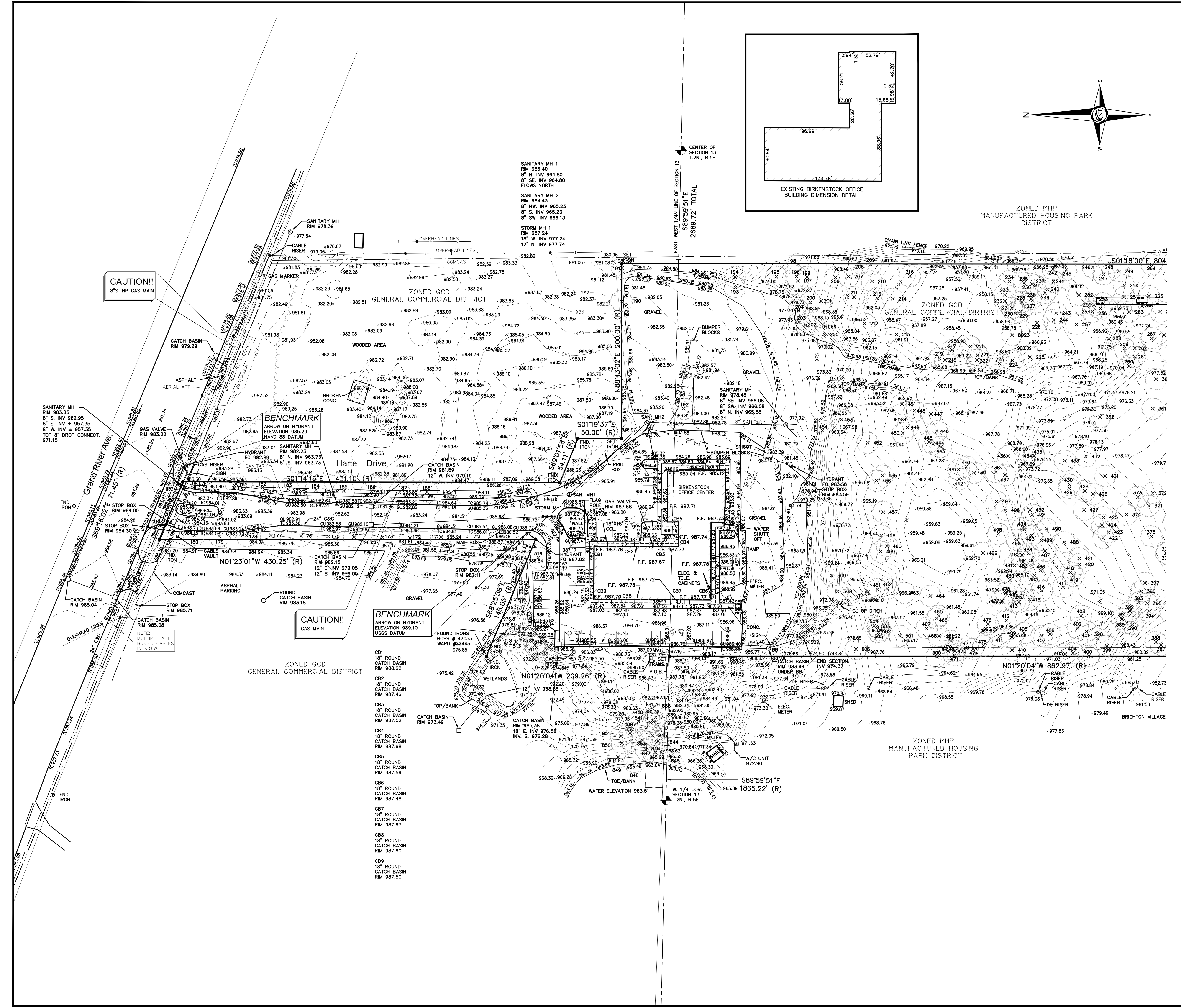
PROPOSED - EXISTING BLDG 67 SPACES

NOTES:
1. ALL INTENSITY AND DIMENSIONAL DATA NOTES AS "REQUIRED" OR "ALLOWABLE" IS BASED ON THE IND BASE ZONING STANDARDS (AS AMENDED).
2. THE BUILDING SHALL BE PROVIDED WITH AN AUTOMATIC SPRINKLER SYSTEM IN ACCORDANCE WITH NFPA 13.



CENTER OF SECTION 13
T.2N., R.5E.
S89°59'51"E
2689.72' TOTAL

ZONED MHP
MANUFACTURED HOUSING PARK DISTRICT



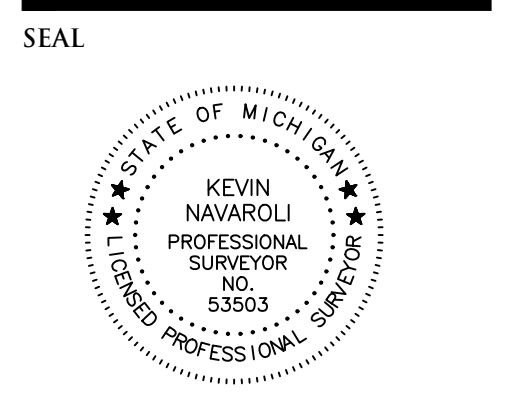
LEGAL DESCRIPTION
Part of the W. 1/2 of Section 13, T.2N., R.5E., Genoa Township, Livingston County, Michigan, being described as: Beginning at a point distant S. 89°59'51" E., 1965.22 feet along the East-West 1/4th line of said Section 13, from the W. 1/4 corner of said Section 13; thence N. 01° 20' 04" W., 209.26 feet; thence S. 68° 23' 58" E., 145.05 feet; thence N. 01° 23' 01" W., 430.25 feet; thence S. 69° 16' 02" E., 71.45 feet; thence S. 01° 14' 16" E., 431.10 feet; thence S. 69° 01' 58" E., 54.11 feet; thence S. 01° 19' 37" E., 50.00 feet; thence N. 88° 43' 02" E., 200.00 feet; thence S. 01° 18' 00" E., 804.87 feet; thence S. 25° 29' 42" W., 128.47 feet; thence S. 88° 58' 44" W., 390.33 feet; thence N. 01° 20' 04" W., 862.97 feet to the point of beginning. Containing 462,435 square feet or 10.616 acres, and subject to easements of record, if any.

MISS DIG / UTILITY DISCLAIMER NOTE
A MISS DIG TICKET NUMBER A80860771-00A, PURSUANT TO MICHIGAN PUBLIC ACT 174 WAS ENTERED FOR THE SURVEYED PROPERTY. DUE TO THE EXTENDED REPORTING PERIOD FOR UNDERGROUND FACILITY OWNERS TO PROVIDE THEIR RECORDS, THE SURVEY MAY NOT REFLECT ALL THE UTILITIES AT THE TIME THE SURVEY WAS ISSUED ON 02-22-2019. THE SURVEY ONLY REFLECTS THOSE UTILITIES WHICH WERE OBSERVED BY THE SURVEYOR IN THE FIELD OR AS REPORTED BY THE UTILITY COMPANY RECORDS FURNISH PRIOR TO THE DATE THIS SURVEY WAS ISSUED. THE CLIENT AND/OR THEIR AUTHORIZED AGENT SHALL VERIFY WITH THE FACILITY OWNERS AND/OR THEIR AUTHORIZED AGENTS, THE COMPLETENESS AND EXACTNESS OF THE UTILITIES LOCATION.

TOPOGRAPHIC SURVEY NOTES
ALL ELEVATIONS ARE EXISTING ELEVATIONS, UNLESS OTHERWISE NOTED.
UTILITY LOCATIONS WERE OBTAINED FROM MUNICIPAL OFFICIALS AND RECORDS OF UTILITY COMPANIES, AND NO GUARANTEE CAN BE MADE TO THE COMPLETENESS, OR EXACTNESS OF LOCATION.
THIS SURVEY MAY NOT SHOW ALL EASEMENTS OF RECORD UNLESS AN UPDATED TITLE POLICY IS FURNISHED TO THE SURVEYOR BY THE OWNER.

LEGEND

	MANHOLE		EXISTING SANITARY SEWER
	HYDRANT		EXISTING SAN. CLEAN OUT
	MANHOLE		EXISTING WATER MAIN
	MANHOLE		EXISTING STORM SEWER
	UTILITY POLE		EX. R.Y. CATCH BASIN
	GUY WIRE		EXISTING BURIED CABLES
	OVERHEAD LINES		LIGHT POLE
	SIGN		EXISTING GAS MAIN



PROJECT
Birkenstock Office Center
2524 Harte Drive
Brighton, Michigan

CLIENT
Birkenstock Enterprises, LLC
2528 Harte Drive
Brighton, MI 48114

Contact: James Harte
Phone: (810) 499-7144
Fax: (734) 878-5667

PROJECT LOCATION
Part of the W. 1/2 of Section 13
T. 2N., R.5E.
Genoa Township,
Livingston County, Michigan

SHEET
Boundary / Topographic /
Tree Survey



DATE ISSUED/REVISED
1-29-19 PID Site Submission
2-22-19 PID Re-submission

DRAWN BY:
N. Naoum

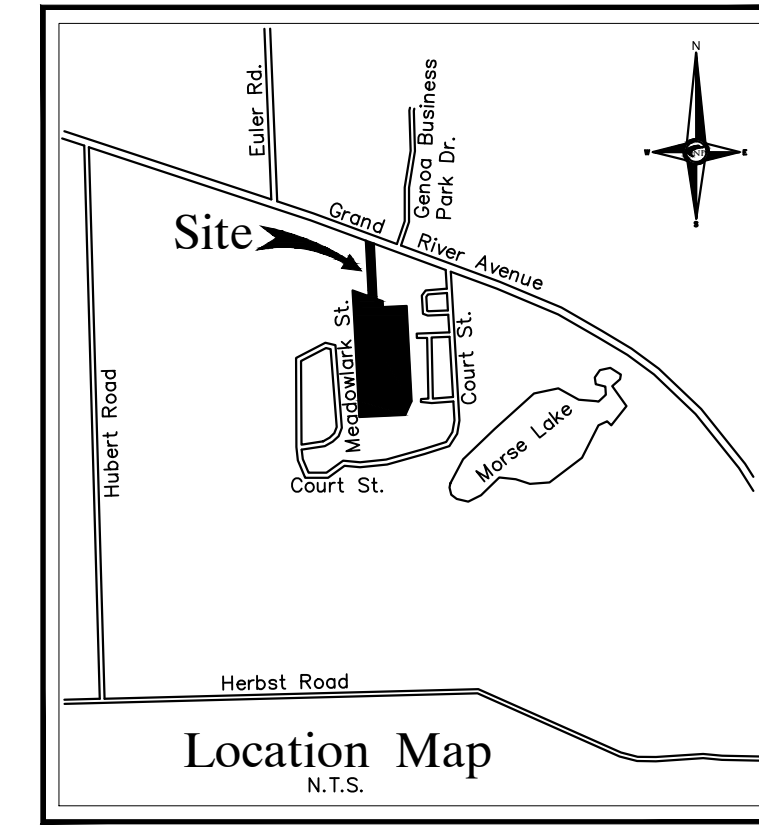
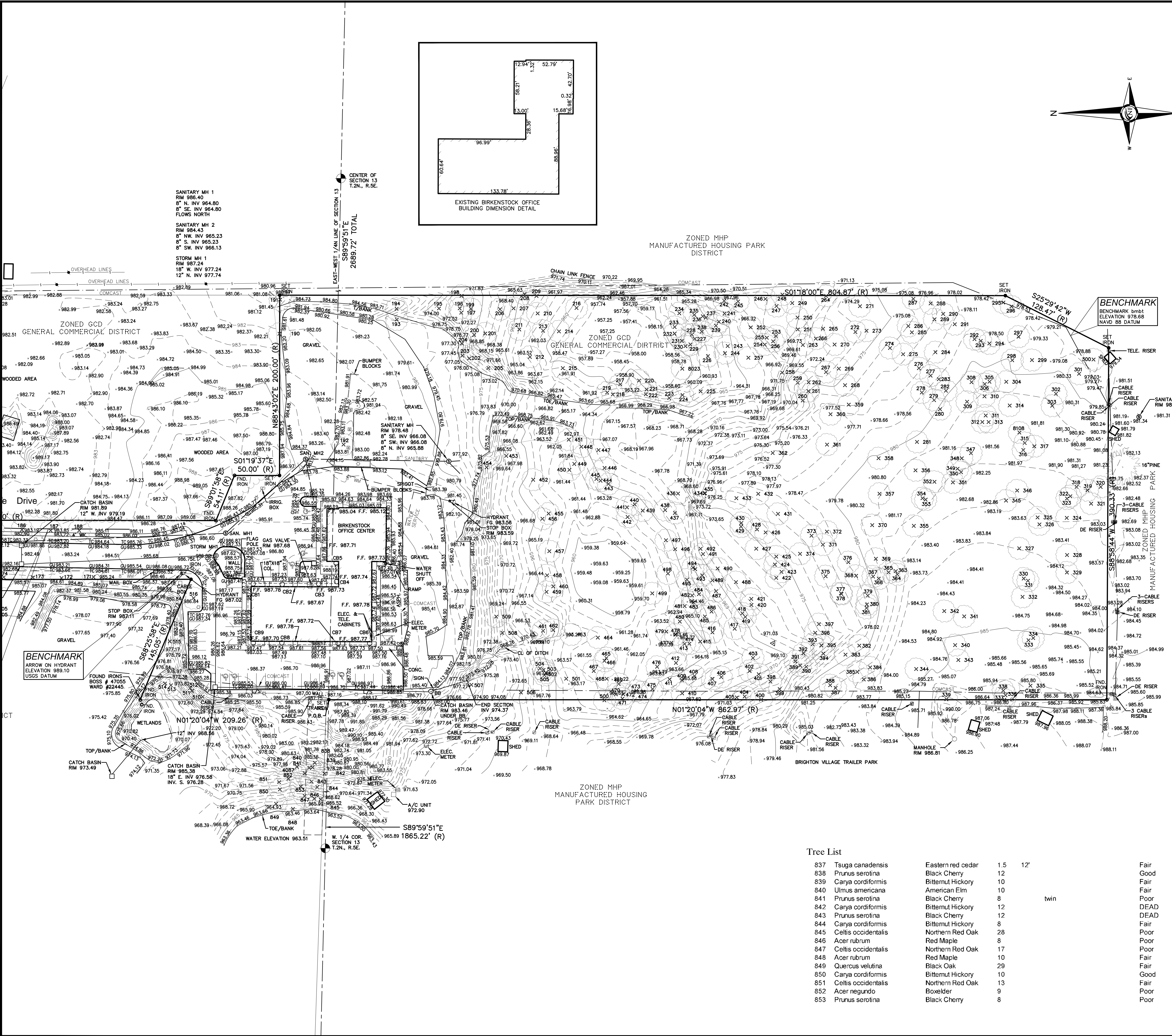
DESIGNED BY:

APPROVED BY:
K. Navaroli

DATE:
02-22-2019

SCALE: 1" = 50'
0 25 0 25 50 75

NFE JOB NO. **SHEET NO.**
K362 **C.001**



NOWAK & FRAUS ENGINEERS
46777 WOODWARD AVE.
PONTIAC, MI 48342-5032
TEL. (248) 332-7931
FAX. (248) 332-8257

SEAL



PROJECT
Birkenstock Office Center
2524 Harte Drive
Brighton, Michigan

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2528 Harte Drive
Brighton, MI 48114

Contact: James Harte
Phone: (810) 499-7144
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PROJECT LOCATION
Part of the W. 1/2
of Section 13
T. 2N., R. 5E.
Genoa Township,
Livingston County, Michigan

SHEET
Boundary / Topographic /
Tree Survey



LEGAL DESCRIPTION

Part of the W. 1/2 of Section 13, T.2N., R.5E., Genoa Township, Livingston County, Michigan, being described as: Beginning at a point distant S. 89°59'51\"/>

MISS DIG / UTILITY DISCLAIMER NOTE

A MISS DIG TICKET NUMBER A80860771-00A, PURSUANT TO MICHIGAN PUBLIC ACT 174 WAS ENTERED FOR THE SURVEYED PROPERTY. DUE TO THE EXTENDED REPORTING PERIOD FOR UNDERGROUND FACILITY OWNERS TO PROVIDE THEIR RECORDS, THE SURVEY MAY NOT REFLECT ALL THE UTILITIES AT THE TIME THE SURVEY WAS ISSUED ON 04-24-2018. THE SURVEY ONLY REFLECTS THOSE UTILITIES WHICH COULD BE OBSERVED BY THE SURVEYOR IN THE FIELD OR AS REPORTED BY THE UTILITY COMPANY RECORDS FURNISH PRIOR TO THE DATE THIS SURVEY WAS ISSUED. THE CLIENT AND/OR THEIR AUTHORIZED AGENT SHALL VERIFY WITH THE FACILITY OWNERS AND/OR THEIR AUTHORIZED AGENTS, THE COMPLETENESS AND EXACTNESS OF THE UTILITIES LOCATION.

TOPOGRAPHIC SURVEY NOTES

ALL ELEVATIONS ARE EXISTING ELEVATIONS, UNLESS OTHERWISE NOTED.

UTILITY LOCATIONS WERE OBTAINED FROM MUNICIPAL OFFICIALS AND RECORDS OF UTILITY COMPANIES, AND NO GUARANTEE CAN BE MADE TO THE COMPLETENESS, OR EXACTNESS OF LOCATION.

THIS SURVEY MAY NOT SHOW ALL EASEMENTS OF RECORD UNLESS AN UPDATED TITLE POLICY IS FURNISHED TO THE SURVEYOR BY THE OWNER.

LEGEND

	EXISTING SANITARY SEWER
	EXISTING SAN. CLEAN OUT
	EXISTING WATER MAIN
	EXISTING STORM SEWER
	EX. R.Y. CATCH BASIN
	EXISTING BURIED CABLES
	OVERHEAD LINES
	LIGHT POLE
	SIGN
	EXISTING GAS MAIN

Tree List

837	Tsuga canadensis	Eastern red cedar	1.5	12'	Fair
838	Prunus serotina	Black Cherry	12		Good
839	Carya cordiformis	Bitternut Hickory	10		Fair
840	Ulmus americana	American Elm	10		Fair
841	Prunus serotina	Black Cherry	8	twin	Poor
842	Carya cordiformis	Bitternut Hickory	12		DEAD
843	Prunus serotina	Black Cherry	12		DEAD
844	Carya cordiformis	Bitternut Hickory	8		Fair
845	Celtis occidentalis	Northern Red Oak	28		Poor
846	Acer rubrum	Red Maple	8		Poor
847	Celtis occidentalis	Northern Red Oak	17		Poor
848	Acer rubrum	Red Maple	10		Fair
849	Quercus velutina	Black Oak	29		Fair
850	Carya cordiformis	Bitternut Hickory	10		Good
851	Celtis occidentalis	Northern Red Oak	13		Fair
852	Acer rugosum	Boxelder	9		Poor
853	Prunus serotina	Black Cherry	8		Poor

DATE ISSUED/REVISED
11-29-19 PID Site Submission
2-22-19 PID Re-submission

DRAWN BY:
N. Naoum

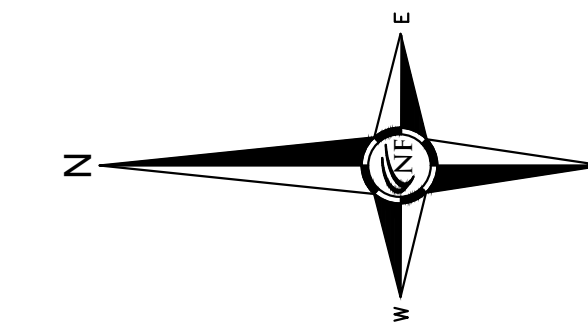
DESIGNED BY:

APPROVED BY:
K. Navaroli

DATE:
02-22-2019

SCALE: 1" = 50'

NFE JOB NO. SHEET NO.
K362 C.002



ENGINEERS

CIVIL ENGINEERS
LAND SURVEYORS
LAND PLANNERS

NOWAK & FRAUS ENGINEERS
46777 WOODWARD AVE.
PONTIAC, MI 48342-5032
TEL. (248) 332-7931
FAX. (248) 332-8257

SEAL



PROJECT
Birkenstock Office Center
2524 Harte Drive
Brighton, Michigan

CLIENT
Birkenstock Enterprises, LLC
2528 Harte Drive
Brighton, MI 48114

Contact: James Harte
Phone: (810) 499-7144
Fax: (734) 878-5667

PROJECT LOCATION
Part of the W. 1/2
of Section 13
T. 2N., R. 5E.
Genoa Township,
Livingston County, Michigan

SHEET
Boundary / Topographic /
Aerial Overlay



Know what's below
Call before you dig.

DATE ISSUED/REVISED
1-29-19 PID Site Submission
2-22-19 PID Re-submission

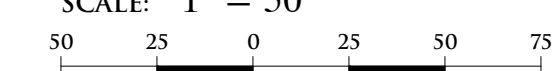
DRAWN BY:
N. Naoum

DESIGNED BY:

APPROVED BY:
K. Navaroli

DATE:
02-22-2019

SCALE: 1" = 50'



NFE JOB NO. SHEET NO.
K362 C.004



NOTE:
MULTIPLE ATTACHED CABLES
IN R.O.W.

CAUTION!!
GAS MAIN

BENCHMARK
ARROW ON HYDRANT
ELEVATION 989.10
MVD. SS DATUM

ZONED RCD
GENERAL COMMERCIAL DISTRICT

ZONED MHP
MANUFACTURED HOUSING
PARK DISTRICT

BRIGHTON VILLAGE TRAILER PARK

WETLANDS

TOP/BANK

WATER ELEVATION 963.51

W. 1/4 COR. 965.89 1865.22' (R)

S89°59'31"E

589.59'31"E

W. 1/4 COR. 965.89 1865.22' (R)

S89°59'31"E

589.59'31"E

W. 1/4 COR. 965.89 1865.22' (R)

S89°59'31"E

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S89°59'31"E

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W. 1/4 COR. 965.89 1865.22' (R)

S89°59'31"E

589.59'31"E

W. 1/4 COR. 965.89 1865.22' (R)

S89°59'31"E

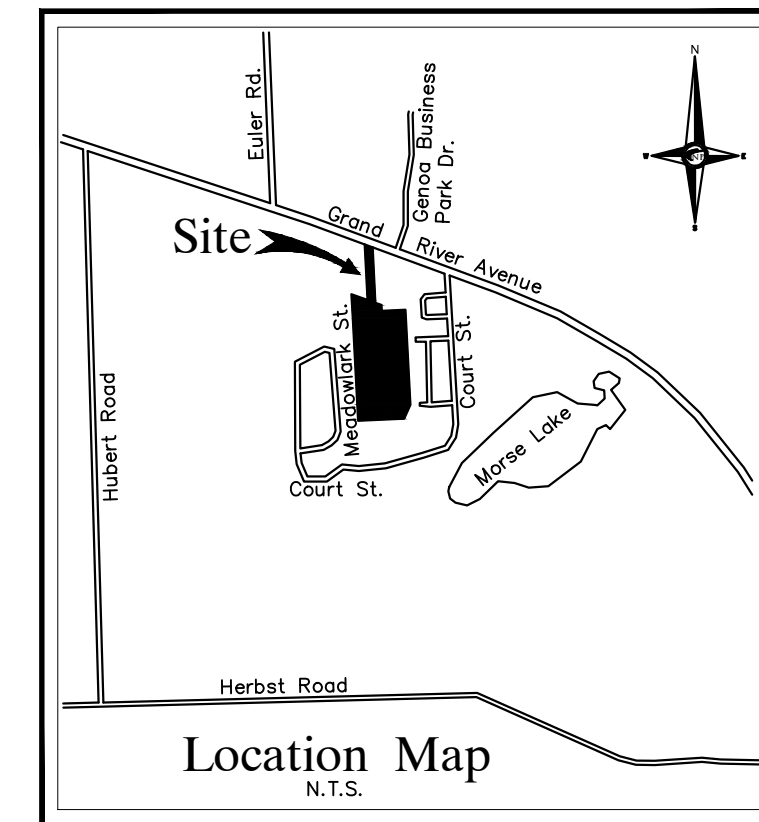
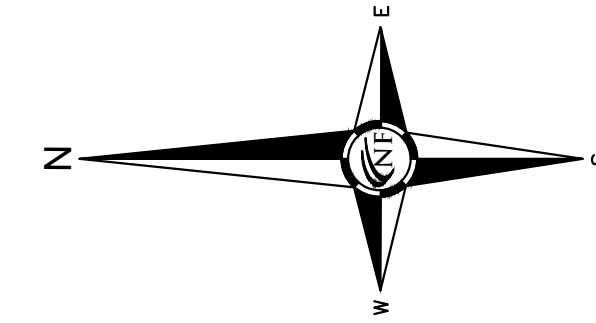
589.59'31"E

W. 1/4 COR. 965.89 1865.22' (R)

S89°59'31"E

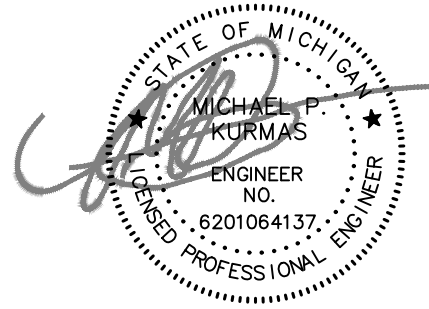
589.59'31"E

PRELIMINARY NOT FOR CONSTRUCTION



NOWAK & FRAUS ENGINEERS
46777 WOODWARD AVE.
PONTIAC, MI 48342-5032
TEL. (248) 332-7931
FAX. (248) 332-8257

SEAL



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Brighton, MI 48114

Contact: James Harte
Phone: (810) 499-7144
Fax: (734) 878-5667

PROJECT LOCATION
Part of the W. 1/2
of Section 13
T. 2N., R. 5E.
Genoa Township,
Livingston County, Michigan

SHEET
Site Plan
Paving & Grading



Know what's below
Call before you dig.

DATE ISSUED/REVISED
1-29-19 PID Site Submission
2-22-19 PID Re-submission
4-05-19 PID Re-submission/ Twp. Board

DRAWN BY:
N. Naoum

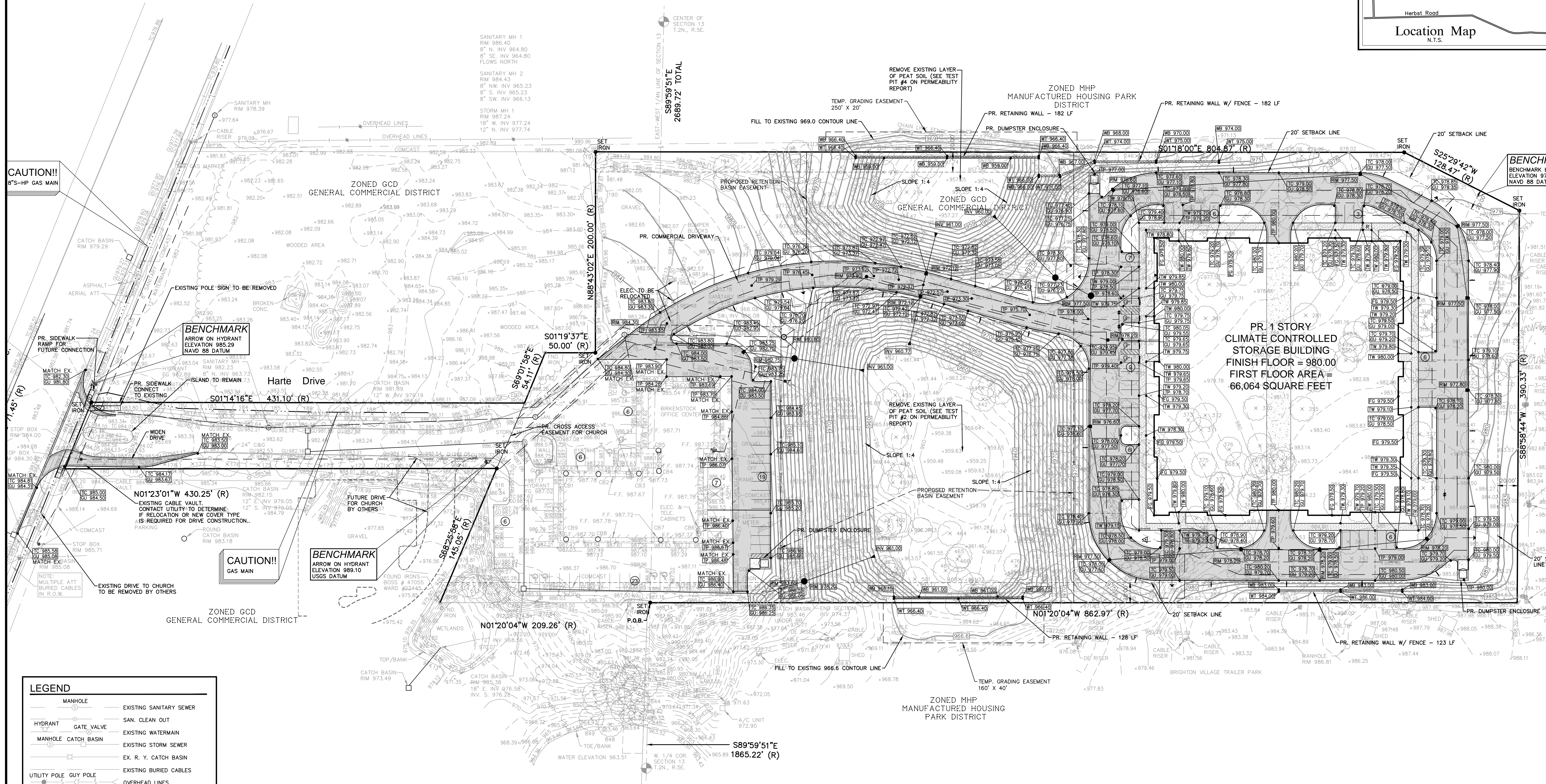
DESIGNED BY:
M. Kurmas

APPROVED BY:
M. Peterson

DATE:
04-05-2019

SCALE: 1" = 50'

NFE JOB NO. SHEET NO.
K362 C.102



CAUTION!!
8"-HP GAS MAIN

BENCHMARK
ARROW ON HYDRANT
ELEVATION 985.29
NAVD 88 DATUM

CAUTION!!
GAS MAIN

BENCHMARK
ARROW ON HYDRANT
ELEVATION 989.10
USGS DATUM

LEGEND

	MANHOLE		EXISTING SANITARY SEWER
	HYDRANT		SAN. CLEAN OUT
	MANHOLE CATCH BASIN		EXISTING WATERMAIN
	UTILITY POLE		EXISTING STORM SEWER
	GUY POLE		EX. R. Y. CATCH BASIN
	GUY WIRE		EXISTING BURIED CABLES
	OVERHEAD LINES		LIGHT POLE
	SIGN		EXISTING GAS MAIN
	C.O. MANHOLE		PR. SANITARY SEWER
	HYDRANT GATE VALVE		PR. WATER MAIN
	INLET C.B. MANHOLE		PR. STORM SEWER
	PR. R. Y. CATCH BASIN		PROPOSED LIGHT POLE
	PROPOSED LIGHT POLE		PR. TOP OF CURB ELEVATION
	PR. TOP OF CURB ELEVATION		PR. GUTTER ELEVATION
	PR. GUTTER ELEVATION		PR. TOP OF WALK ELEVATION
	PR. TOP OF WALK ELEVATION		PR. TOP OF P.V.M. ELEVATION
	PR. TOP OF P.V.M. ELEVATION		FINISH GRADE ELEVATION

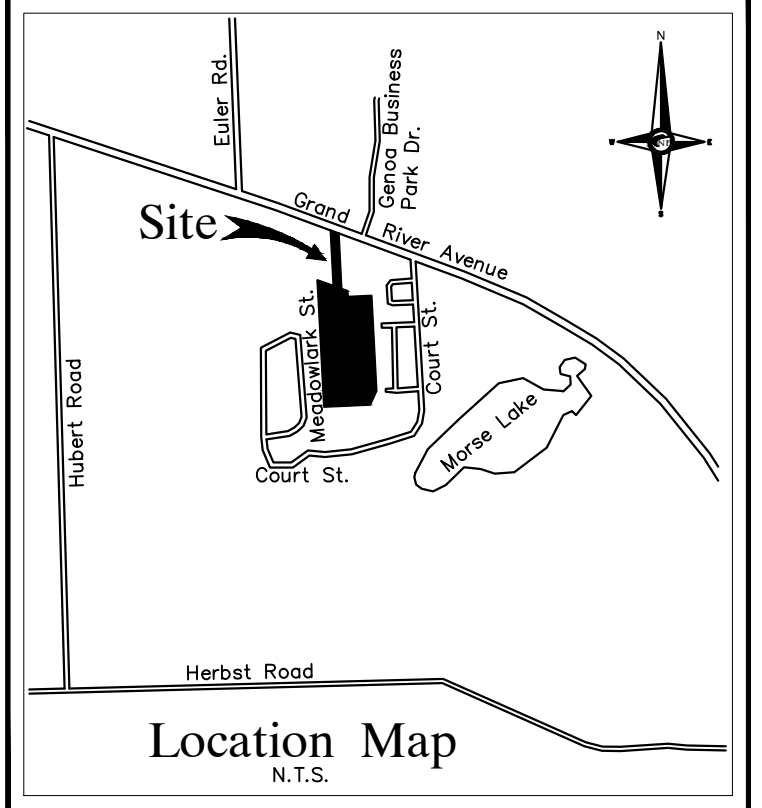
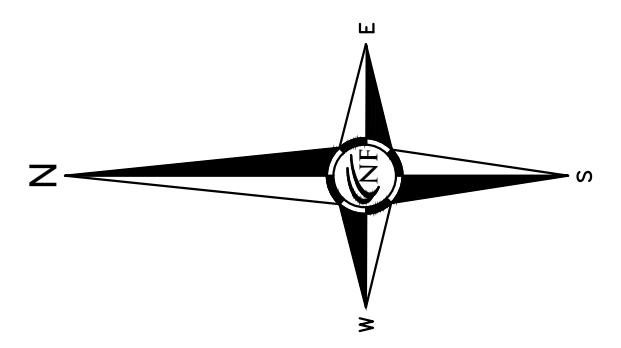
PAVING LEGEND

	PROPOSED CONCRETE PAVEMENT
	PROPOSED ASPHALT PAVEMENT

Storm Sewer Structure Schedule	
Structure Name	Structure Details
#1 4' DIA MH	PR. RIM 977.50 PR. 12" E. INV. 971.79 PR. 12" W. INV. 972.33 PR. 18" NE. INV. 971.45
#2 4' DIA CB	PR. RIM 976.60 PR. 12" S. INV. 972.13 PR. 12" W. INV. 972.13
#3 4' DIA CB	PR. RIM 977.50 PR. 12" SW. INV. 972.92 PR. 12" N. INV. 972.92
#4 4' DIA MH	PR. RIM 977.50 PR. 12" W. INV. 973.27 PR. 12" NE. INV. 973.27
#5 4' DIA CB	PR. RIM 977.50 PR. 12" W. INV. 973.51 PR. 12" E. INV. 973.50
#6 4' DIA CB	PR. RIM 977.80 PR. 12" E. INV. 973.80
#7 4' DIA CB	PR. RIM 976.60 PR. 12" W. INV. 972.75 PR. 12" E. INV. 972.75
#8 4' DIA CB	PR. RIM 977.50 PR. 12" S. INV. 973.18 PR. 12" N. INV. 973.18
#9 4' DIA CB	PR. RIM 978.20 PR. 12" S. INV. 973.60 PR. 12" N. INV. 973.60
#10 4' DIA CB	PR. RIM 978.20 PR. 12" S. INV. 973.85 PR. 12" N. INV. 973.85
#11 4' DIA CB	PR. RIM 978.20 PR. 12" N. INV. 974.20
#12 18" END SECT	PR. 18" SW. INV. 960.00
#13 4' DIA MH	PR. RIM 977.02 PR. 18" S. INV. 971.37 PR. 18" NE. INV. 961.73
#14 18" END SECT	PR. 18" E. INV. 960.77
#15 4' DIA CB	PR. RIM 972.12 PR. 18" S. INV. 960.87 PR. 18" W. INV. 960.87
#16 4' DIA CB	PR. RIM 972.12 PR. 18" W. INV. 960.92 PR. 18" W. INV. 960.92
#17 18" END SECT	PR. 18" W. INV. 961.00
#22 12" END SECT	PR. 12" N. INV. 961.00
#23 4' DIA MH	PR. RIM 978.19 PR. 12" N. INV. 975.00 PR. 12" S. INV. 963.80
#24 4' DIA CB	PR. RIM 982.75 PR. 12" S. INV. 978.07
#25 18" END SECT	PR. 18" N. INV. 961.00
#26 4' DIA MH	PR. RIM 978.20 PR. 18" N. INV. 974.37 PR. 18" S. INV. 962.49

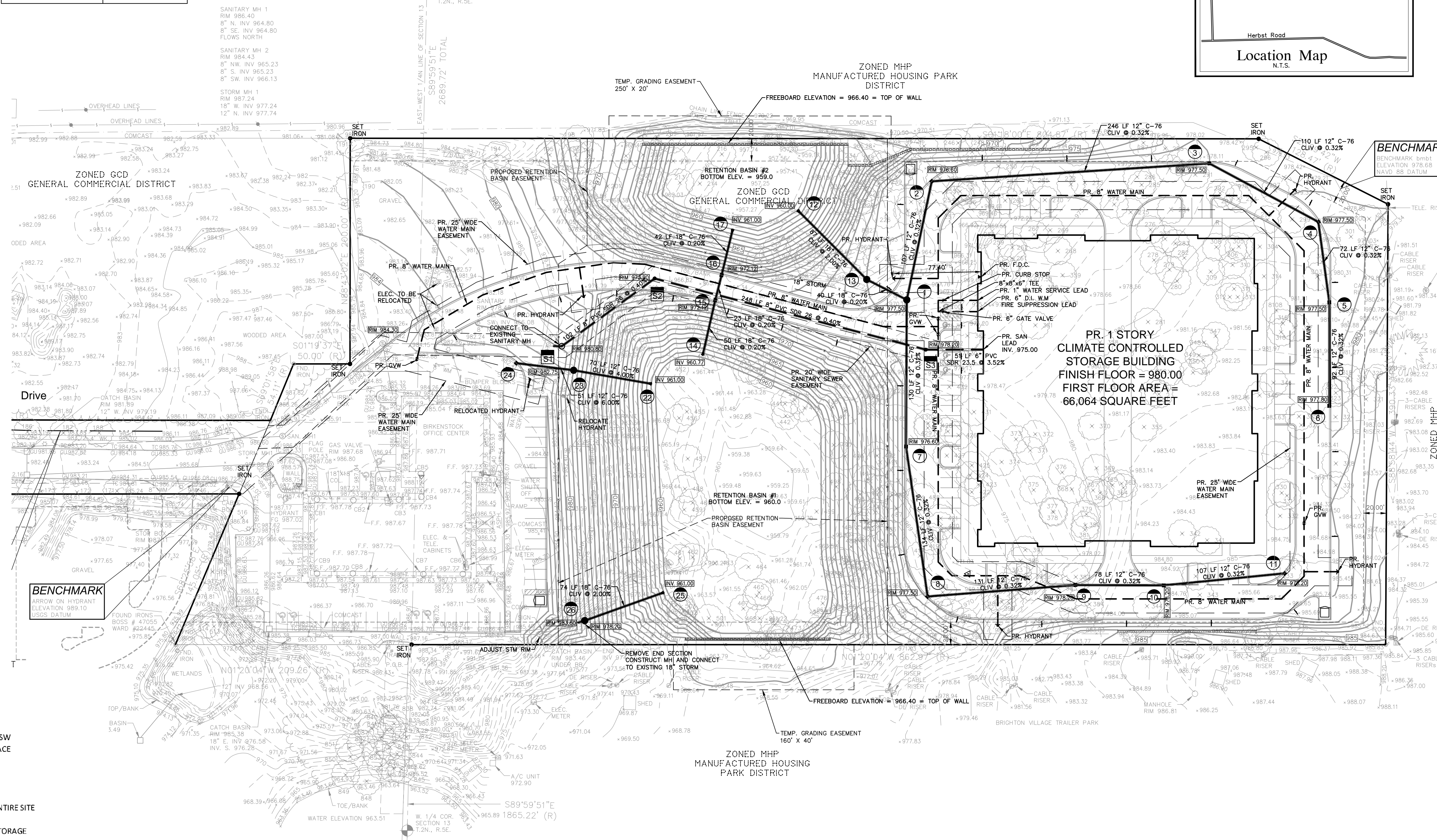
Sanitary Structure Schedule	
Structure Name	Structure Details
#S1 EXISTING SAN MH	PR. RIM 980.80 PR. 8" SE. INV. 966.00 PR. 8" N. INV. 965.88
#S2 4' DIA SAN MH	PR. RIM 973.90 PR. 8" S. INV. 966.41 PR. 8" NW. INV. 966.41
#S3 4' DIA SAN MH	PR. RIM 978.20 PR. 6" S. INV. 973.20 PR. 8" N. INV. 967.40

PRELIMINARY NOT FOR CONSTRUCTION



NF ENGINEERS
CIVIL ENGINEERS
LAND SURVEYORS
LAND PLANNERS

NOWAK & FRAUS ENGINEERS
46777 WOODWARD AVE.
PONTIAC, MI 48342-5032
TEL. (248) 332-7931
FAX. (248) 332-8257



BIRKENSTOCK RETENTION CALCULATIONS

AREA (ACRES)	IMPERVIOUS FACTOR	ACRE IMPERVIOUS	
3.46	0.20	0.69	LAWN
6.15	0.90	5.54	PVMT, BLDG, SW
1.00	1.00	1.00	WATER SURFACE

FACTORED C: 0.68
TOTAL DRAINAGE AREA: 10.61

REQUIRED RETENTION POND VOLUME PER GENOA TWP. STANDARDS = 2 INCHES OVER ENTIRE SITE

0.1666 FT x 10.61 AC x 43,560 SQ. FT. / AC = 76998 CUBIC FEET OF STORAGE

RETENTION POND #1 STORAGE PROVIDED

ELEV.	AREA (SFT)	DEPTH (FT)	VOLUME (FT ³)	TOTAL VOLUME (FT ³)
966	48622	1	47105	239901
965	45588	1	44126	192796
964	42663	1	41249	148670
963	39835	1	38469	107421
962	37103	1	35822	68952
961	34540	1	33131	33131
960	31721	1	0	0

RETENTION POND #2 STORAGE PROVIDED

ELEV.	AREA (SFT)	DEPTH (FT)	VOLUME (FT ³)	TOTAL VOLUME (FT ³)
966	15348	1	14717	78959
965	14086	1	13484	64242
964	12881	1	12305	50758
963	11728	1	11177	38454
962	10626	1	10101	27277
961	9575	1	9075	17176
960	8575	1	8101	8101
959	7627	1	0	0

STORAGE PROVIDED WITH 3 FEET OF FREEBOARD AT ELEV. 963.40 = 167296 CUBIC FEET

167,296 CUBIC FEET OF STORAGE = 4.345 INCHES OF RAINFALL OVER ENTIRE SITE

STORAGE PROVIDED AT ELEV. 966.0 (0.4 FEET BELOW FREEBOARD) = 318,859 CF OR 8.282 INCHES OVER ENTIRE SITE

COMBINED VOLUME PONDS #1 AND #2

ELEV.	TOTAL VOLUME (FT ³)
966	318859
965	257037
964	199428
963	145875
962	96229
961	50307
960	8101
959	0

Storm Water Design Narrative:

Storm water storage for the proposed site is designed to be handled by use of 2 retention basins connected by equalizing pipes. Per Genoa Township requirements, retention basins shall be sized to accommodate two inches of runoff from the entire tributary area. Due to the lack of a natural overflow route to an off-site water body, the retention basins have been conservatively designed to accommodate 4.345 inches of water over the entire site before reaching the required 3 feet of freeboard. In the most extreme storm events, the retention basins are capable of handling 8.282 inches of water over the entire site before reaching a water elevation of 966.0 which is still 0.4 feet below proposed freeboard elevation.

The retention basins will drain through evaporation and infiltration over an extended period of time. Test hole locations and a corresponding permeability report completed by Hastings, Testing Engineers and Environmental Inc. are included as part of the site plan submittal (sheet C.304). Test holes #2 and #4 show a layer of peat starting at EL. 957.75 and EL. 955.75 respectively and extending 2.5 to 3.5 feet deep which are believed to be formed over many years of accumulated organic matter being deposited by storm water runoff to the natural low point. These pockets of peat soil appear to be isolated based on adjacent test pits showing sandy soils down to elevation 952.0 and will be called out to be removed as part of retention basin grading. The remainder of the test pits show sandy soils conducive to infiltration.

LEGEND

MANHOLE	EXISTING SANITARY SEWER
HYDRANT	SAN. CLEAN OUT
MANHOLE	EXISTING WATER MAIN
MANHOLE	EXISTING STORM SEWER
UTILITY POLE	EX. R. Y. CATCH BASIN
GUY WIRE	EXISTING BURIED CABLES
GUY WIRE	OVERHEAD LINES
MANHOLE	LIGHT POLE
MANHOLE	SIGN
MANHOLE	EXISTING GAS MAIN
HYDRANT	PR. SANITARY SEWER
MANHOLE	PR. WATER MAIN
MANHOLE	PR. STORM SEWER
MANHOLE	PR. R. Y. CATCH BASIN
MANHOLE	SAND BACKFILL (95% DENSITY)
MANHOLE	PROPOSED LIGHT POLE

PROJECT
Birkenstock Office Center
2524 Harte Drive
Brighton, Michigan

CLIENT
Birkenstock Enterprises, LLC
2528 Harte Drive
Brighton, MI 48114

Contact: James Harte
Phone: (810) 499-7144
Fax: (734) 878-5667

PROJECT LOCATION
Part of the W. 1/2
of Section 13
T. 2N., R. 5E.
Genoa Township,
Livingston County, Michigan

SHEET
Site Plan
Utilities



DATE ISSUED/REVISED
1-29-19 PID Site Submission
2-22-19 PID Re-submission

DRAWN BY:
M. Kurmas

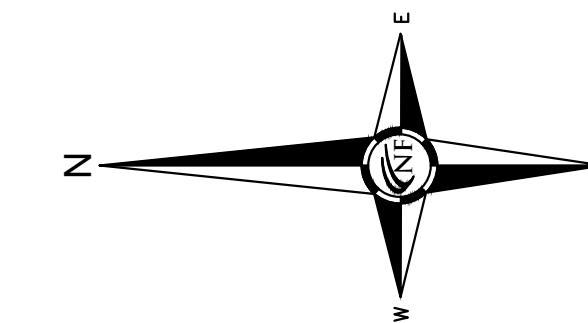
DESIGNED BY:
M. Kurmas

APPROVED BY:
M. Peterson

DATE:
02-22-2019

SCALE: 1" = 50'

NFE JOB NO. SHEET NO.
K362 C.201

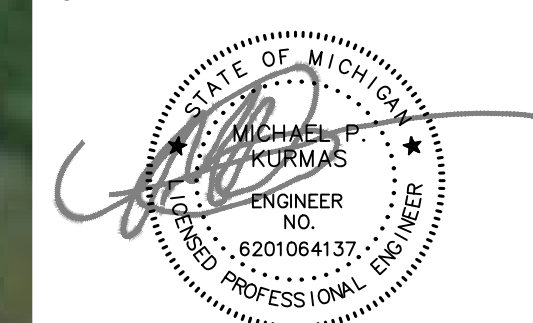


NF
ENGINEERS

CIVIL ENGINEERS
LAND SURVEYORS
LAND PLANNERS

NOWAK & FRAUS ENGINEERS
46777 WOODWARD AVE.
PONTIAC, MI 48342-5032
TEL. (248) 332-7931
FAX. (248) 332-8257

SEAL



PROJECT
Birkenstock Office Center
2524 Harte Drive
Brighton, Michigan

CLIENT
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2528 Harte Drive
Brighton, MI 48114

Contact: James Harte
Phone: (810) 499-7144
Fax: (734) 878-5667

PROJECT LOCATION
Part of the W. 1/2
of Section 13
T. 2N., R.5E.
Genoa Township,
Livingston County, Michigan

SHEET
Soil Map



Know what's below
Call before you dig.

DATE ISSUED/REVISED
1-29-19 PID Site Submission
2-22-19 PID Re-submission

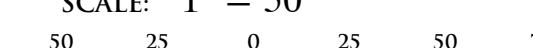
DRAWN BY:
M. Kurmas

DESIGNED BY:
M. Kurmas

APPROVED BY:
M. Peterson

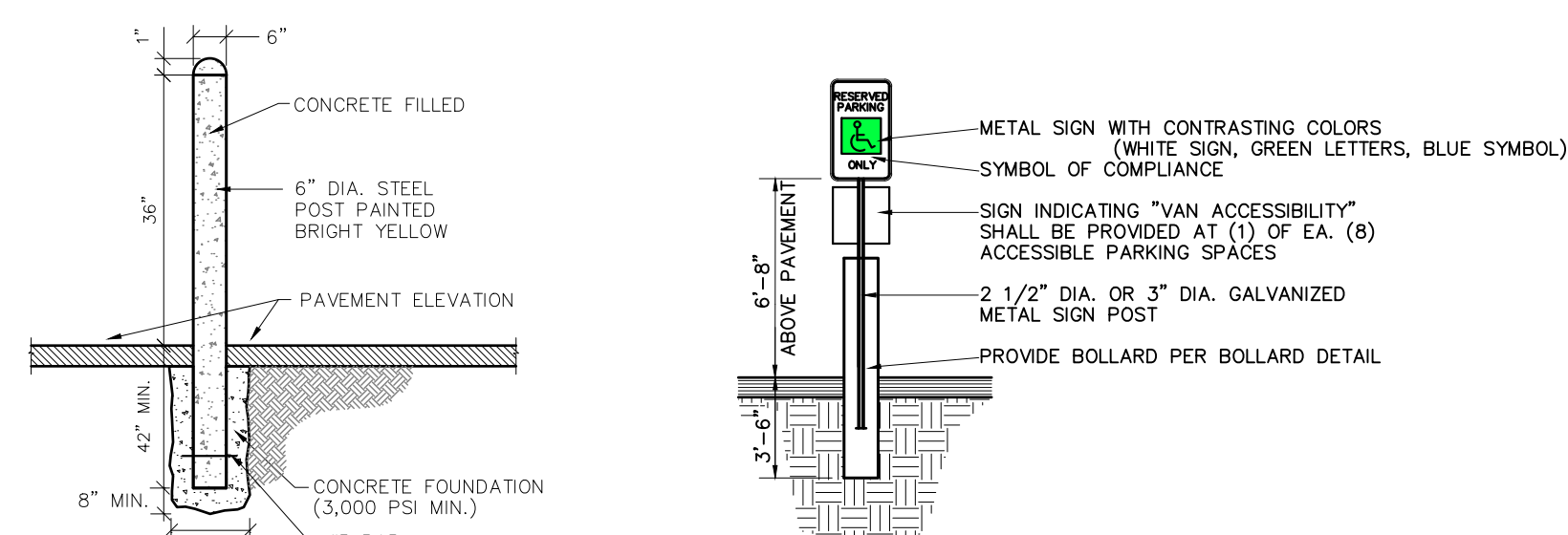
DATE:
02-22-2019

SCALE: 1" = 50'



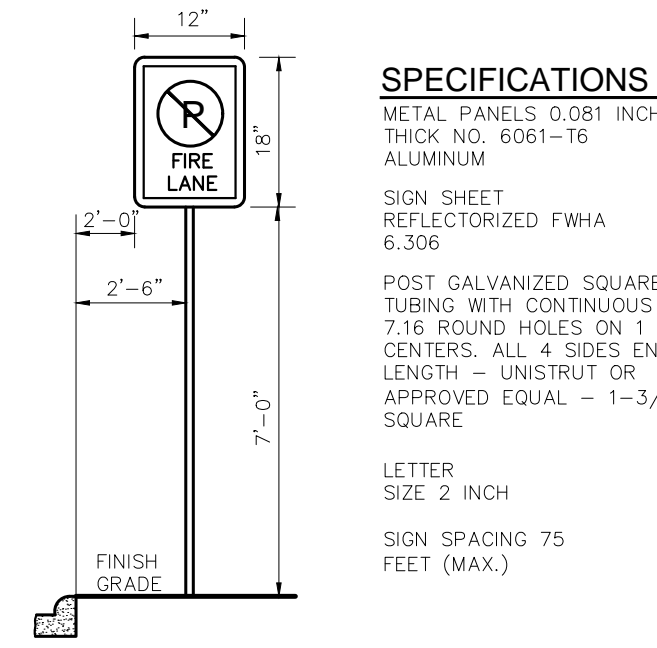
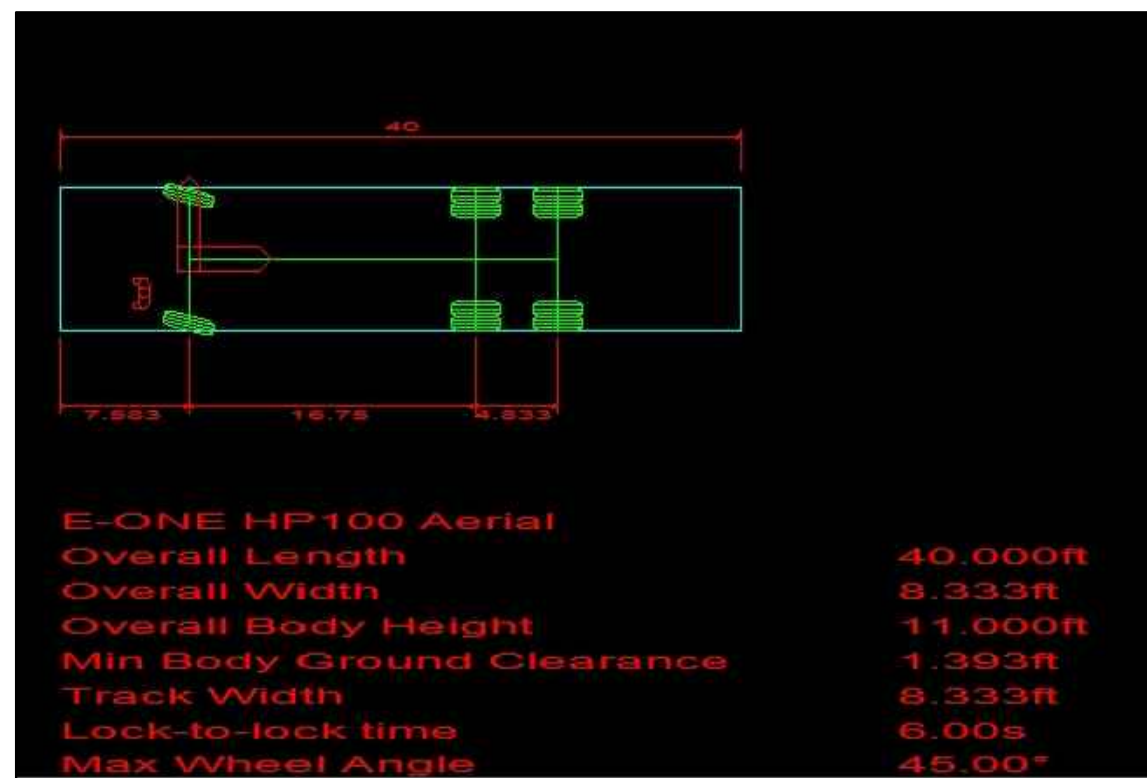
NFE JOB NO. SHEET NO.
K362 C.302





BOLLARD DETAIL
N.T.S.

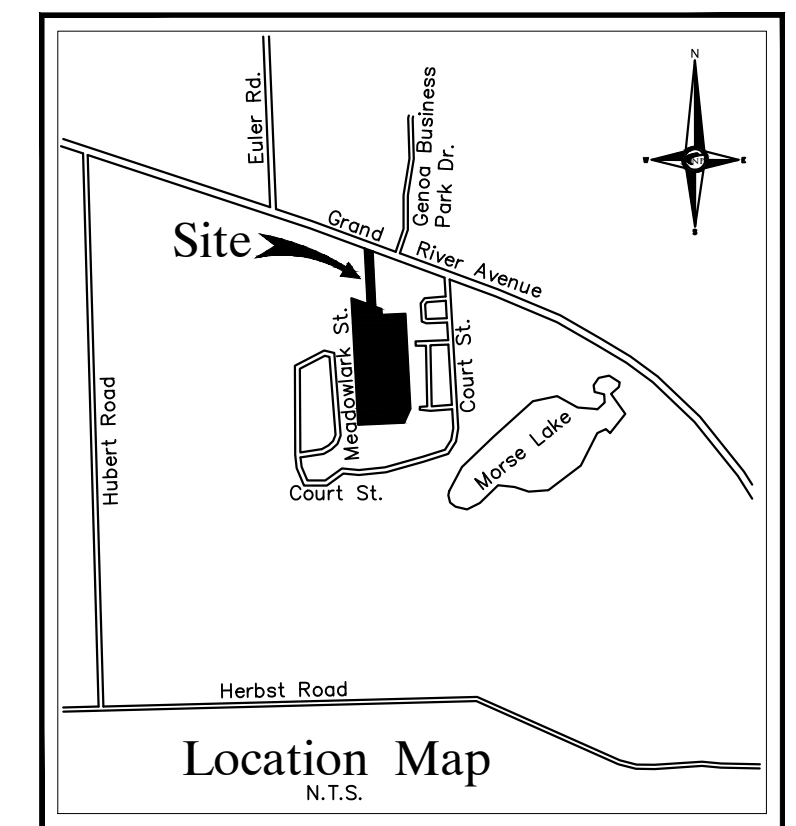
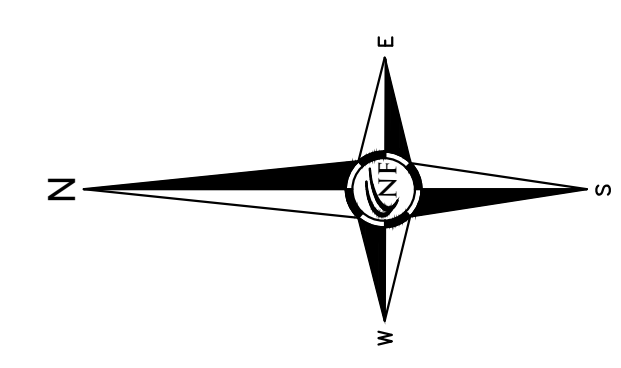
BARRIER FREE PARKING SIGN DETAIL
N.T.S.
Provide (1) for each accessible parking space



NO PARKING SIGN DETAIL
N.T.S.

SPECIFICATIONS
METAL PANELS 0.081 INCH THICK NO. 6061-T6 ALUMINUM
SIGN SHEET REFLECTORIZED FHWA 6.306
SIGN INDICATING "VAN ACCESSIBILITY" SHALL BE PROVIDED AT (1) OF EACH ACCESSIBLE PARKING SPACE
POST GALVANIZED SQUARE TUBING WITH CONTINUOUS 7/16 ROUND HOLES ON 1 CENTERS. ALL 4 SIDES ENTIRE LENGTH - UNISTRUT OR APPROVED EQUAL - 1-3/4 SQUARE
LETTER SIZE 2 INCH
SIGN SPACING 75 FEET (MAX.)

NOTES:
ACCESS ROAD TO SITE SHALL BE PROVIDED AND MAINTAINED DURING CONSTRUCTION.
ACCESS ROAD SHALL BE CONSTRUCTED TO BE CAPABLE OF SUPPORTING THE IMPOSED LOAD OF FIRE APPARATUS WEIGHING AT LEAST 84,000 LBS.
THE ACCESS ROAD SHALL BE COMPLETED AND FIRE HYDRANTS INSTALLED AND LIVE PRIOR TO BUILDING CONSTRUCTION COMMENCING.

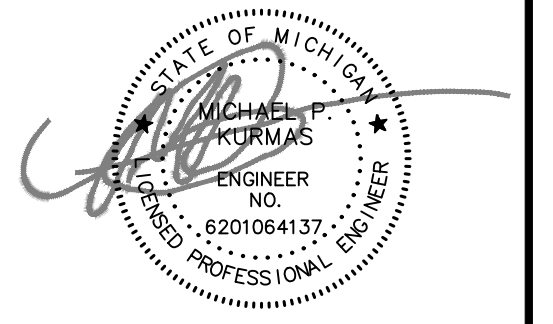


Location Map
N.T.S.



NOWAK & FRAUS ENGINEERS
46777 WOODWARD AVE.
PONTIAC, MI 48342-5032
TEL. (248) 332-7931
FAX. (248) 332-8257

SEAL



PROJECT
Birkenstock Office Center
2524 Harte Drive
Brighton, Michigan

CLIENT
Birkenstock Enterprises, LLC
2528 Harte Drive
Brighton, MI 48114

Contact: James Harte
Phone: (810) 499-7144
Fax: (734) 878-5667

PROJECT LOCATION
Part of the W. 1/2 of Section 13
T. 2N., R. 5E.
Genoa Township,
Livingston County, Michigan

SHEET
Fire Truck Access,
Stringer Dimension &
Signage Plan



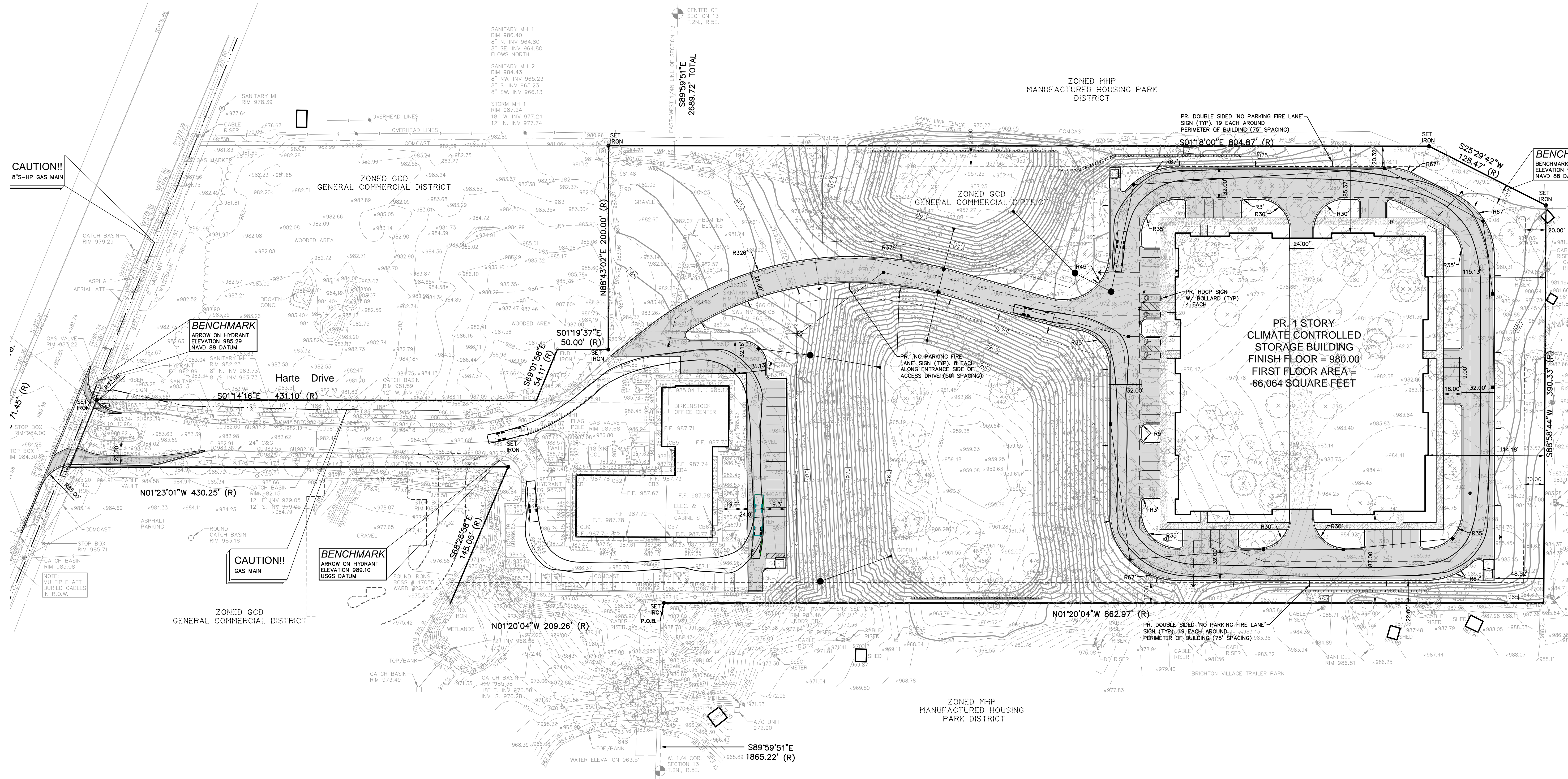
DATE	ISSUED/REVISION
1-29-19	PID Site Submission
2-22-19	PID Re-submission

DRAWN BY:
N. Naoum
DESIGNED BY:
M. Kurmas
APPROVED BY:
M. Peterson

DATE:
02-22-2019

SCALE: 1" = 50'
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NFE JOB NO. **SHEET NO.**
K362 **C.303**



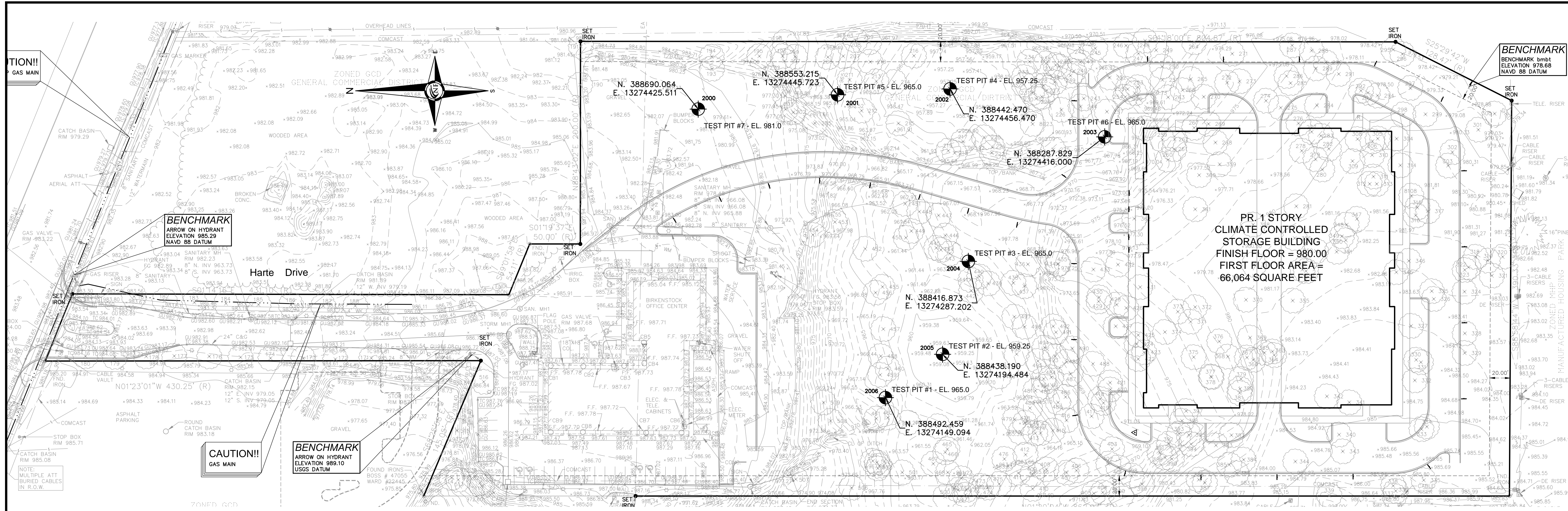
CAUTION!!
8" S-HP GAS MAIN

BENCHMARK
ARROW ON HYDRANT
ELEVATION 985.29
NAVD 88 DATUM

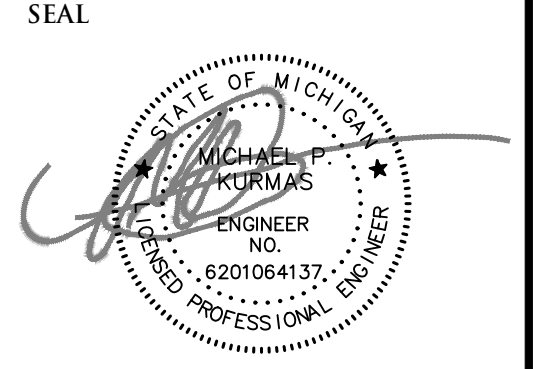
CAUTION!!
GAS MAIN

BENCHMARK
ARROW ON HYDRANT
ELEVATION 988.10
USGS DATUM

BENCHMARK
BENCHMARK DATUM
ELEVATION 978.6
NAVD 88 DATUM



NOWAK & FRAUS ENGINEERS
 46777 WOODWARD AVE.
 PONTIAC, MI 48342-5032
 TEL. (248) 332-7931
 FAX. (248) 332-8257



PROJECT
 Birkenstock Office Center
 2524 Harte Drive
 Brighton, Michigan

CLIENT
 Birkenstock Enterprises, LLC
 2528 Harte Drive
 Brighton, MI 48114

Contact: James Harte
 Phone: (810) 499-7144
 Fax: (734) 878-5667

PROJECT LOCATION
 Part of the W. 1/2
 of Section 13
 T. 2N., R. 5E.
 Genoa Township,
 Livingston County, Michigan

SHEET
 Permeability Report



DATE	ISSUED/REVISED
1-29-19	PID Site Submission
2-22-19	PID Re-submission

DRAWN BY:
 M. Kurmas
DESIGNED BY:
 M. Kurmas
APPROVED BY:
 M. Peterson
DATE:
 02-22-2019

SCALE: 1" = 50'
 0 25 0 25 50 75
NFE JOB NO. **SHEET NO.**
K362 **C.304**

FAX (917) 546-1478
HASTINGS TESTING ENGINEERS AND ENVIRONMENTAL INC.
 "Testing to keep America on a firm foundation"
 4841 GOLF CLUB ROAD • HOWELL, MI 48843

July 16, 2018

Birkenstock Construction LLC
 2528 Harte Drive
 Brighton, MI 48114

Attention: Jim Harte

RE: Birkenstock Office Center - Permeability Testing Proposed Retention Ponds

Dear Mr. Harte,

Seven (7) soil test pits designated as soil test pit locations #1 thru #7 were excavated in the influence of planned new retention ponds located at 2528 Harte Drive in Genoa Township, Michigan. The property is currently vacant and vegetated. Test pits were advanced to a depth of ten to thirteen below the existing site grade in the influence of a proposed retention basin located on the north and east sides of the property. The test pit locations can be identified on the enclosed diagram.

Soil descriptions, ground water observations and the results of field tests are to be found on the accompanying report.

Soil descriptions and depths shown on the soil boring logs were approximate indications of changes from one soil to another and are not intended to represent an exact geological change or stratification.

It should be noted that short-term ground water observations may not provide a reliable indication of the depth of water table. In cohesive soils this is due to the slow rate of water infiltration into the bore hole as well as the potential for water to be trapped in overlying layers of granular soil in periods of heavy rain fall.

Test Pit #1
 Depth Soil Description
 0 - 8" BEG Organic Soil and Material
 8" - 3'-6" BEG Silty Medium Coarse Brown Sand
 3'-6" - 10'-0" BEG Coarse Brown Sand With Gravel
 Ground water encountered at 5'-0" below existing grade.

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Test Pit #2
 Depth Soil Description
 0 - 0" BEG Organic Soil and Material
 6" - 1'-6" BEG Silty Brown Clay (Fill)
 1'-6" - 5'-0" BEG Peat
 5'-0" - 9'-0" BEG Silty Brown Clay With Silty Gray Clay
 9'-0" - 13'-0" BEG Silty Coarse Gray Sand
 Ground water encountered at 9'-0" below existing grade.

Test Pit #3
 Depth Soil Description
 0 - 4" BEG Organic Soil and Material
 4" - 5'-0" BEG Silty Medium Coarse Brown Sand
 5'-0" - 13'-0" BEG Silty Fine Brown Sand
 No ground water encountered.

Test Pit #4
 Depth Soil Description
 0" - 1'-6" BEG Silty Brown Clay (Fill)
 1'-6" - 4'-0" BEG Peat
 4'-0" - 10'-0" BEG Silty Brown Clay With Silty Gray Clay
 10'-0" - 13'-0" BEG Silty Coarse Gray Sand
 Ground water encountered at 10'-0" below existing grade.

Test Pit #5
 Depth Soil Description
 0 - 6" BEG Organic Soil and Material
 6" - 2'-0" BEG Silty Medium Coarse Brown Sand
 2'-0" - 10'-0" BEG Coarse Brown Sand
 Ground water encountered at 6'-0" below existing grade.

Test Pit #6
 Depth Soil Description
 0 - 4" BEG Organic Soil and Material
 4" - 12'-6" BEG Coarse Brown Sand With Gravel
 Ground water encountered at 10'-0" below existing grade.

FAX (917) 546-1478
HASTINGS TESTING ENGINEERS AND ENVIRONMENTAL INC.
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 4841 GOLF CLUB ROAD • HOWELL, MI 48843

Test Pit #7
 Depth Soil Description
 0 - 6" BEG Asphalt Millings
 6" - 9'-0" BEG Silty Brown Clay
 9'-0" - 13'-0" BEG Coarse Brown Sand With Gravel
 No ground water encountered.

Hastings Testing Engineers and Environmental Inc. was requested to perform permeability tests from soil sampled during excavating operations. Samples were taken of the different soil types. The permeability tests were performed to determine the hydraulic conductivity of existing soils in the influence of proposed retention pond.

Hastings Testing Engineers and Environmental Inc. performed the permeability tests according to ASTM D2434 for the appropriate soil classification. The laboratory tests of the soil permeability rates are as follows:

Soil Description	Sampled Area	Permeability Rate
Silty Medium Coarse Brown Sand	Test pit #1 at 2'-0" BEG	8.8 * 10 ⁻³ cm/sec
Coarse Brown Sand With Gravel	Test pit #6 at 6'-0" BEG	1.2 * 10 ⁻¹ cm/sec
Silty Fine Brown Sand	Test pit #3 at 8'-0" BEG	5.2 * 10 ⁻⁵ cm/sec
Silty Coarse Gray Sand	Test Pit #4 at 12'-0" BEG	1.7 * 10 ⁻⁴ cm/sec
Silty Brown Clay with Silty Gray Clay	Test pit #2 at 7'-0" BEG	2.1 * 10 ⁻⁸ cm/sec
Silty Brown Clay	Test pit #7 at 5'-0" BEG	7.3 * 10 ⁻⁷ cm/sec

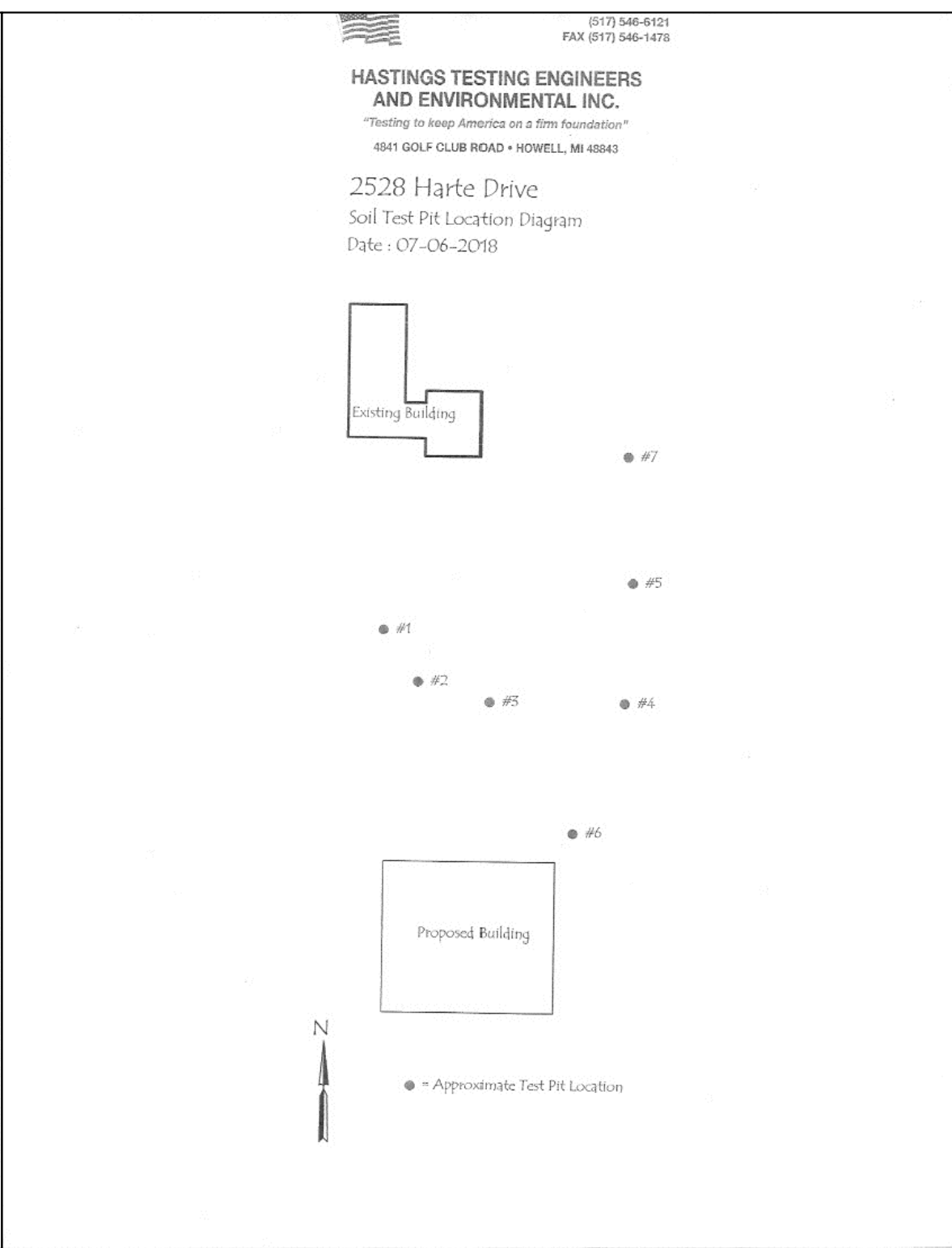
Experience indicates that actual subsoil conditions at the site could vary from those generalized on the basis of the test borings made at specific locations. It is therefore essential that Hastings Testing Engineers and Environmental Inc. be notified of any variation of the soil conditions to determine the effects on the results noted in this report.

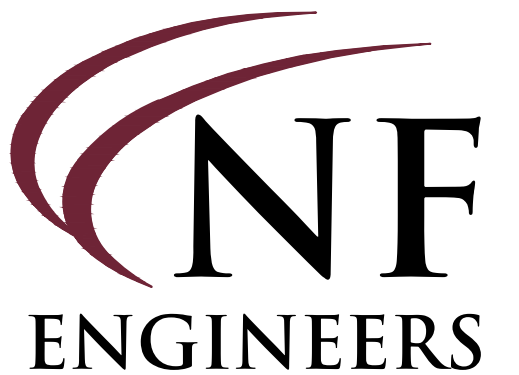
FAX (917) 546-1478
HASTINGS TESTING ENGINEERS AND ENVIRONMENTAL INC.
 "Testing to keep America on a firm foundation"
 4841 GOLF CLUB ROAD • HOWELL, MI 48843

If you should have further questions, please contact our office.

Sincerely,

 Gary J. Harris PE





CIVIL ENGINEERS
LAND SURVEYORS
LAND PLANNERS

NOWAK & FRAUS ENGINEERS
46777 WOODWARD AVE.
PONTIAC, MI 48342-5032
TEL. (248) 332-7931
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PROJECT
Birkenstock Office Center
2524 Harte Drive
Brighton, Michigan

CLIENT
Birkenstock Enterprises, LLC
2528 Harte Drive
Brighton, MI 48114

Contact: James Harte
Phone: (810) 499-7144
Fax: (734) 878-5667

PROJECT LOCATION
Part of the W. 1/2
of Section 13
T. 2N., R. 5E.
Genoa Township,
Livingston County, Michigan

SHEET
Parcel Split



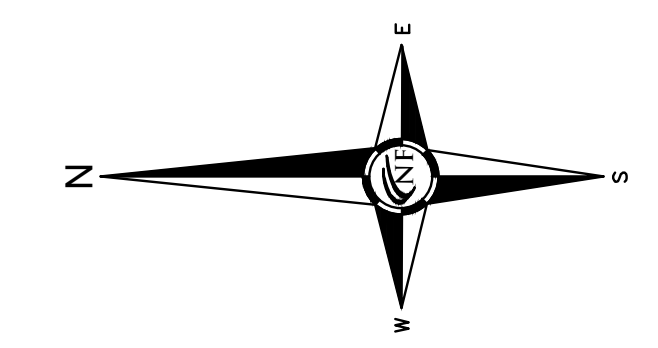
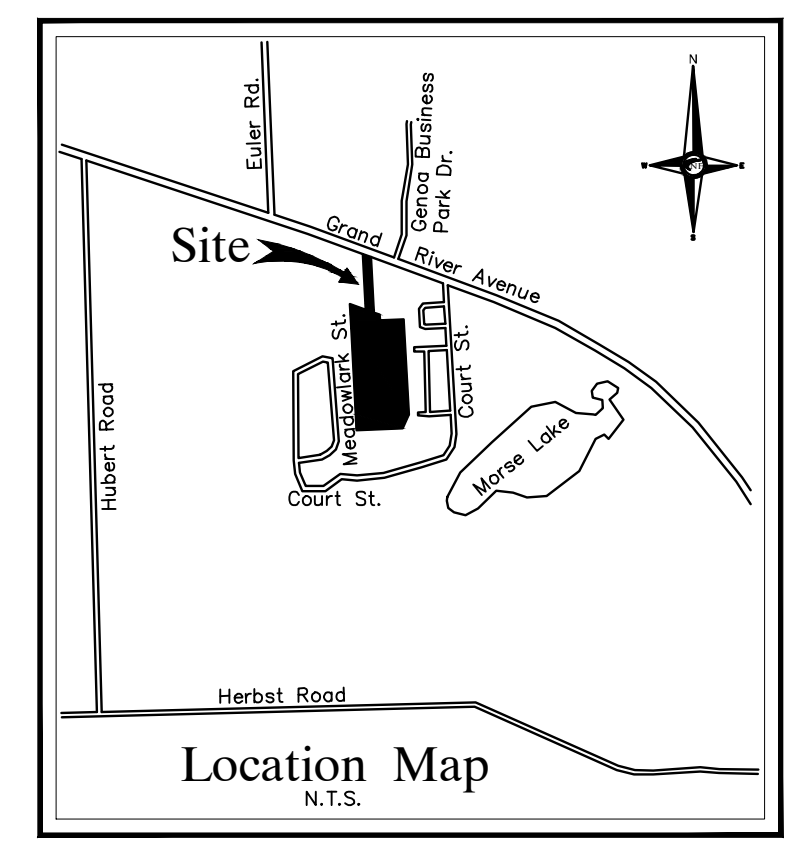
DATE ISSUED/REVISED
2-22-19 Submit for review

DRAWN BY:
N. Naoum
DESIGNED BY:

APPROVED BY:
K. Navaroli
DATE:
02-22-2019

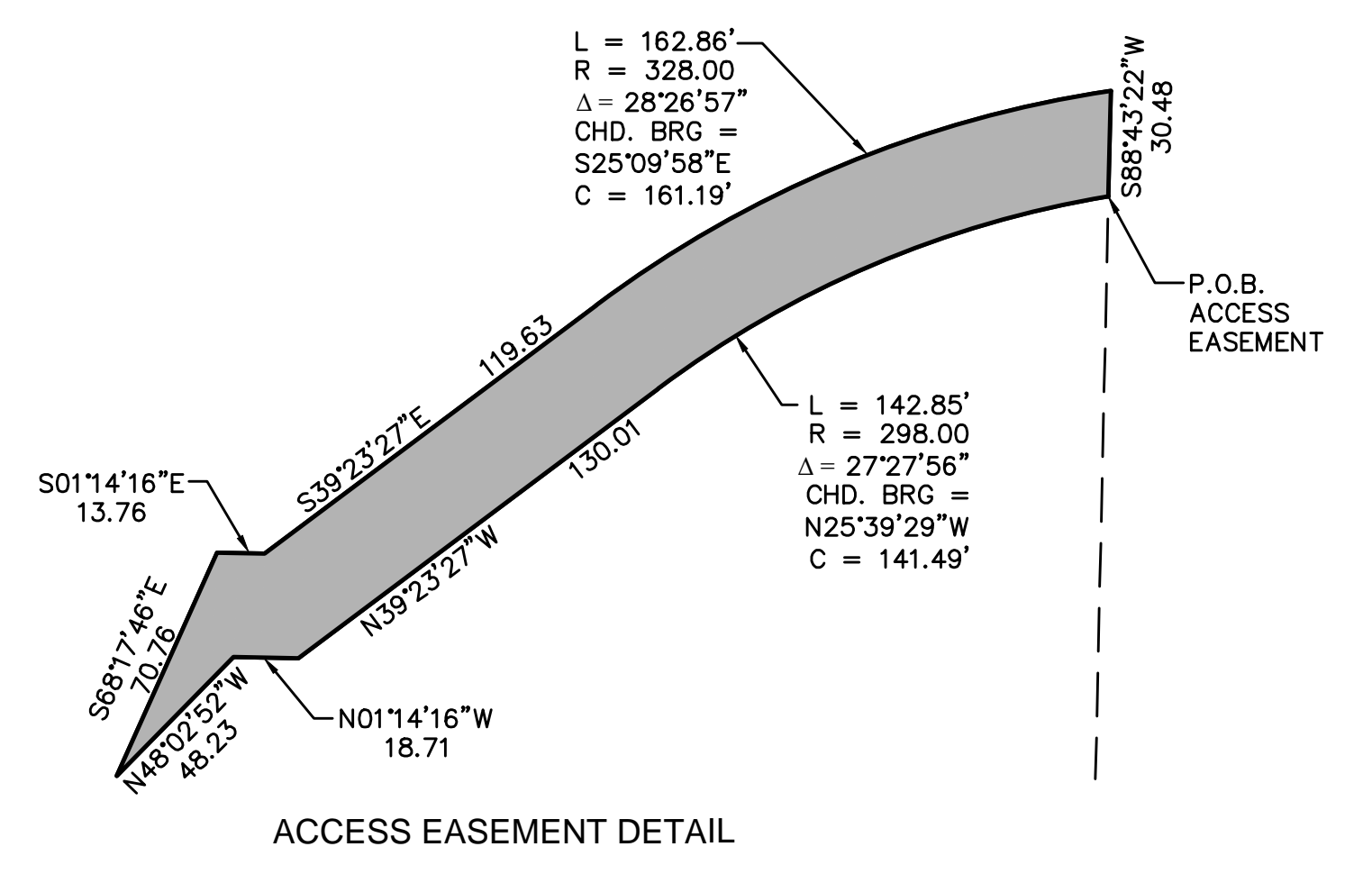
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NFE JOB NO. SHEET NO.
K362 C.305



LEGAL DESCRIPTION: ACCESS EASEMENT

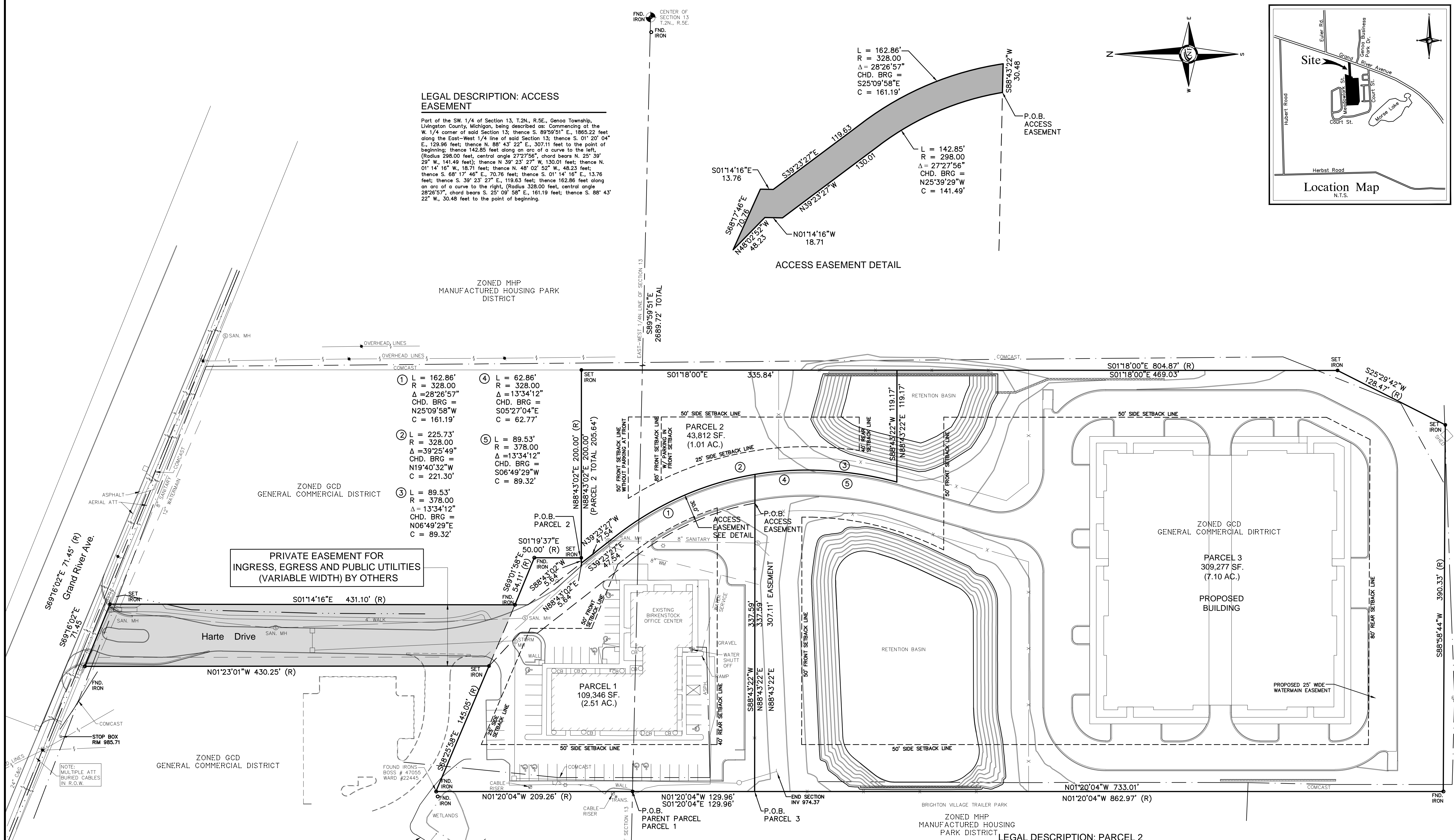
Part of the SW 1/4 of Section 13, T.2N., R.5E., Genoa Township, Livingston County, Michigan, being described as: Commencing at the W. 1/4 corner of said Section 13; thence S. 89°59'51" E., 1865.22 feet along the East-West 1/4 line of said Section 13; thence S. 01° 20' 04" E., 129.96 feet; thence N. 88° 43' 22" E., 307.11 feet to the point of beginning; thence 142.85 feet along an arc of a curve to the left, (Radius 298.00 feet, central angle 27°27'56", chord bears N. 25° 39' 29" W., 141.49 feet); thence N. 39° 23' 27" W., 130.01 feet; thence N. 01° 14' 16" W., 18.71 feet; thence N. 48° 02' 52" W., 48.23 feet; thence S. 68° 17' 46" E., 70.76 feet; thence S. 01° 14' 16" E., 13.76 feet; thence S. 39° 23' 27" E., 119.63 feet; thence 162.86 feet along an arc of a curve to the right, (Radius 328.00 feet, central angle 28°26'57", chord bears S. 25° 09' 58" E., 161.19 feet; thence S. 88° 43' 22" W., 30.48 feet to the point of beginning.



ZONED MHP
MANUFACTURED HOUSING PARK
DISTRICT

- ① L = 162.86'
R = 328.00
Δ = 28°26'57"
CHD. BRG = N25°09'58"W
C = 161.19'
- ② L = 225.73'
R = 378.00
Δ = 39°23'49"
CHD. BRG = N19°40'32"W
C = 221.30'
- ③ L = 89.53'
R = 378.00
Δ = 13°34'12"
CHD. BRG = N06°49'29"E
C = 89.32'
- ④ L = 62.86'
R = 328.00
Δ = 13°34'12"
CHD. BRG = S05°27'04"E
C = 62.77'
- ⑤ L = 89.53'
R = 378.00
Δ = 13°34'12"
CHD. BRG = S06°49'29"W
C = 89.32'

PRIVATE EASEMENT FOR
INGRESS, EGRESS AND PUBLIC UTILITIES
(VARIABLE WIDTH) BY OTHERS



LEGAL DESCRIPTION: PARENT PARCEL

Part of the W. 1/2 of Section 13, T.2N., R.5E., Genoa Township, Livingston County, Michigan, being described as: Beginning at a point distant S. 89°59'51" E., 1865.22 feet along the East-West 1/4 line of said Section 13, from the W. 1/4 corner of said Section 13; thence N. 01° 20' 04" W., 209.26 feet; thence S. 68° 25' 58" E., 145.05 feet; thence N. 01° 23' 01" W., 430.25 feet; thence S. 69° 16' 02" E., 71.45 feet; thence S. 01° 14' 16" E., 431.10 feet; thence S. 69° 01' 58" E., 54.11 feet; thence S. 01° 19' 37" E., 50.00 feet; thence N. 88° 43' 02" E., 200.00 feet; thence S. 01° 18' 00" E., 335.84 feet; thence S. 88° 43' 22" W., 119.17 feet; thence 89.53 feet along an arc of a curve to the left, (Radius 378.00 feet, central angle 13°34'12", chord bears N. 06° 49' 29" E., 89.32 feet); thence 225.73 feet along an arc of a curve to the right, (Radius 328.00 feet, central angle 39°23'49", chord bears N. 19° 40' 32" W., 221.30 feet; thence N. 39° 23' 27" W., 47.54 feet; thence N. 88° 43' 02" E., 5.84 feet to the point of beginning. Containing 462,435 square feet or 10.616 acres.

LEGAL DESCRIPTION: PARCEL 1

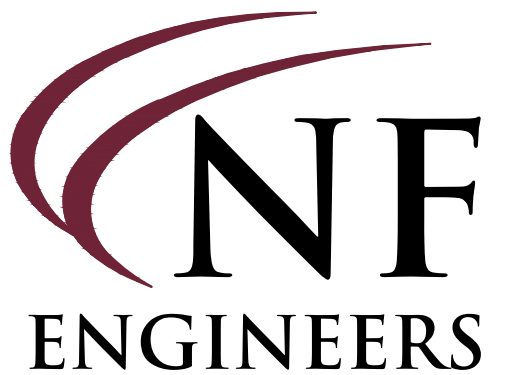
Part of the W. 1/2 of Section 13, T.2N., R.5E., Genoa Township, Livingston County, Michigan, being described as: Beginning at a point distant S. 89°59'51" E., 1865.22 feet along the East-West 1/4 line of said Section 13, from the W. 1/4 corner of said Section 13; thence N. 01° 20' 04" W., 209.26 feet; thence S. 68° 25' 58" E., 145.05 feet; thence N. 01° 23' 01" W., 430.25 feet; thence S. 69° 16' 02" E., 71.45 feet; thence S. 01° 14' 16" E., 431.10 feet; thence S. 69° 01' 58" E., 54.11 feet; thence S. 01° 19' 37" E., 50.00 feet; thence N. 88° 43' 02" W., 5.84 feet; thence S. 39° 23' 27" E., 47.54 feet; thence 162.86 feet along an arc of a curve to the right, (Radius 328.00 feet, central angle 28°26'57", chord bears S. 25° 09' 58" E., 161.19 feet); thence S. 88° 43' 22" W., 337.59'; thence N. 01° 20' 04" W., 129.96 feet to the point of beginning. Containing 109,346 square feet or 2.510 acres.

LEGAL DESCRIPTION: PARCEL 2

Part of the W. 1/2 of Section 13, T.2N., R.5E., Genoa Township, Livingston County, Michigan, being described as: Commencing at the W. 1/4 corner of said Section 13; thence S. 89°59'51" E., 1865.22 feet along the East-West 1/4 line of said Section 13; thence N. 01° 20' 04" W., 209.26 feet; thence S. 68° 25' 58" E., 145.05 feet; thence N. 01° 23' 01" W., 430.25 feet; thence S. 69° 16' 02" E., 71.45 feet; thence S. 01° 14' 16" E., 431.10 feet; thence S. 69° 01' 58" E., 54.11 feet; thence S. 01° 19' 37" E., 50.00 feet to the point of beginning; thence N. 88° 43' 02" E., 200.00 feet; thence S. 01° 18' 00" E., 335.84 feet; thence S. 88° 43' 22" W., 119.17 feet; thence 89.53 feet along an arc of a curve to the left, (Radius 378.00 feet, central angle 13°34'12", chord bears N. 06° 49' 29" E., 89.32 feet); thence 225.73 feet along an arc of a curve to the right, (Radius 328.00 feet, central angle 39°23'49", chord bears N. 19° 40' 32" W., 221.30 feet; thence N. 39° 23' 27" W., 47.54 feet; thence N. 88° 43' 02" E., 5.84 feet to the point of beginning. Containing 43,812 square feet or 1.005 acres.

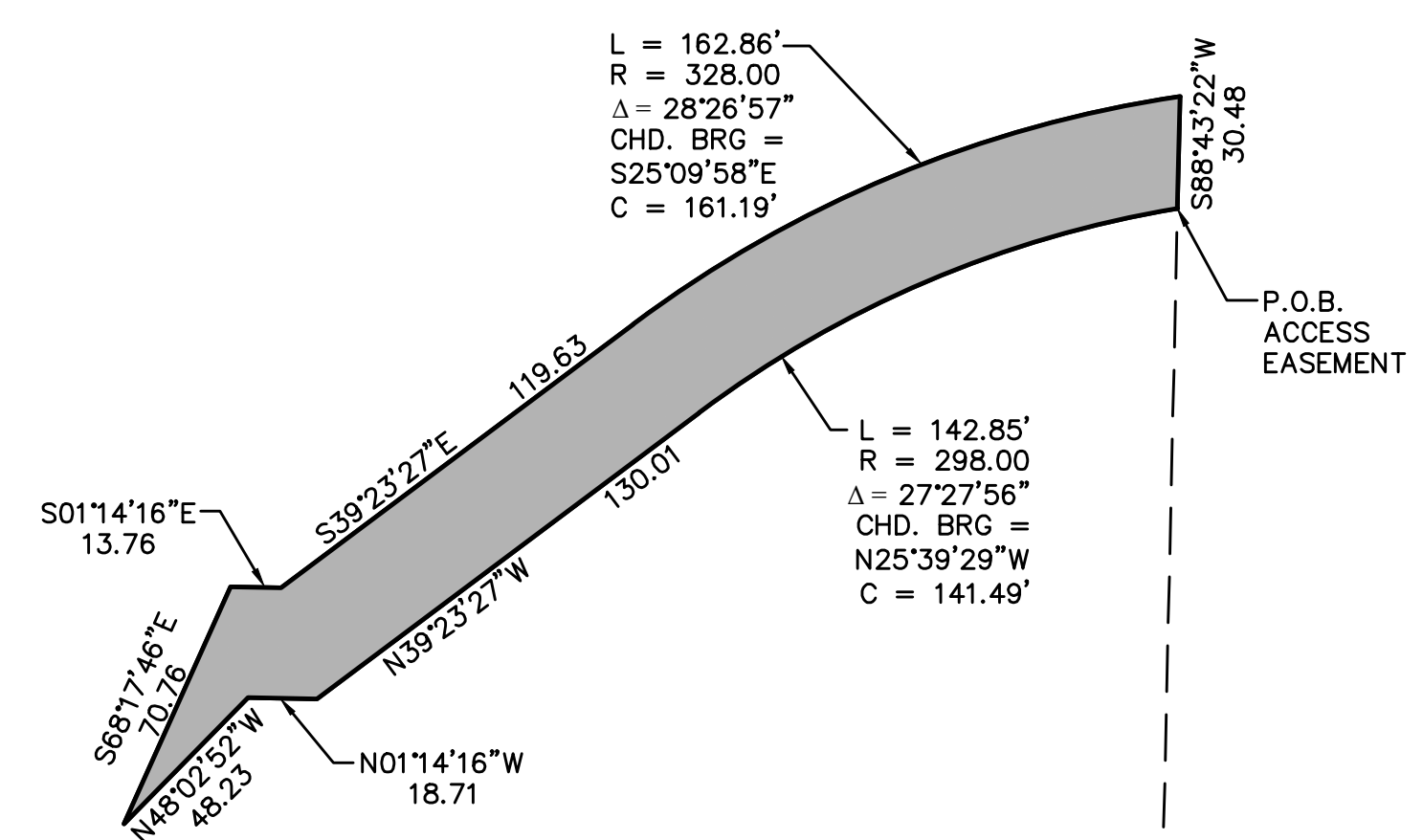
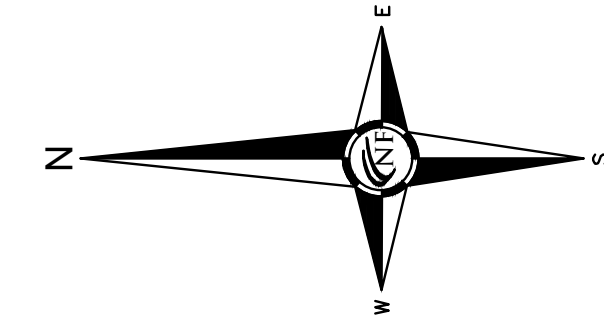
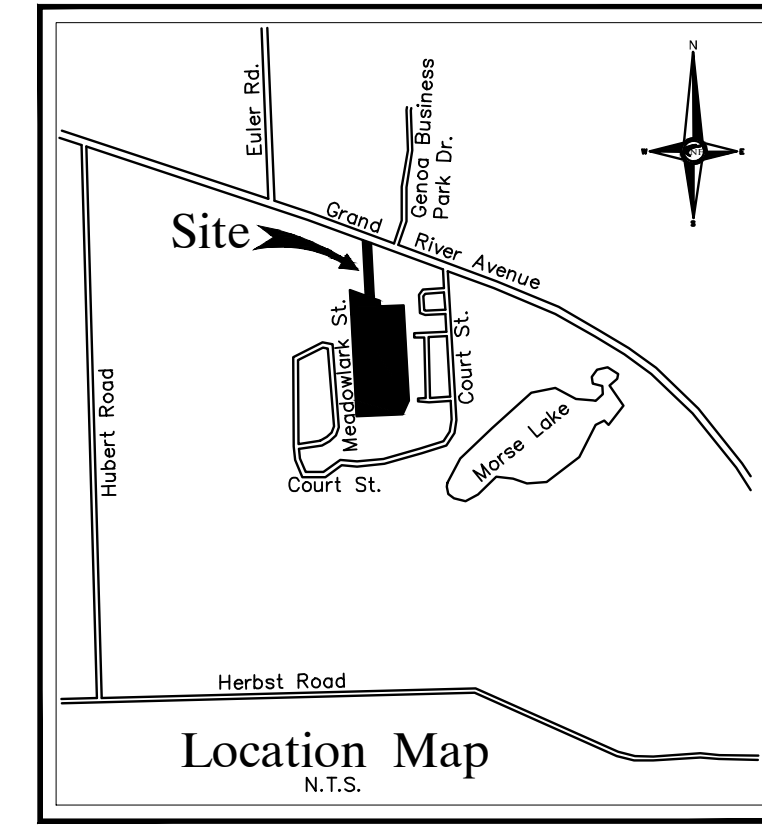
LEGAL DESCRIPTION: PARCEL 3

Part of the SW 1/4 of Section 13, T.2N., R.5E., Genoa Township, Livingston County, Michigan, being described as: Beginning at a point distant S. 89°59'51" E., 1865.22 feet along the East-West 1/4 line of said Section 13, and S. 01° 20' 04" E., 129.96 feet from the W. 1/4 corner of said Section 13; thence N. 88° 43' 22" E., 337.59 feet; thence 62.86 feet along an arc of a curve to the right, (Radius 328.00 feet, central angle 13°34'12", chord bears S. 05° 27' 04" E., 62.77 feet); thence 89.53 feet along an arc of a curve to the right, (Radius 378.00 feet, central angle 13°34'12", chord bears S. 06° 49' 29" W., 89.32 feet); thence N. 88° 43' 22" E., 119.17 feet; thence S. 01° 18' 00" E., 469.03 feet; thence S. 25° 29' 42" W., 128.47 feet; thence S. 88° 58' 44" W., 390.33 feet; thence N. 01° 20' 04" W., 733.01 feet to the point of beginning. Containing 309,277 square feet or 7.100 acres.

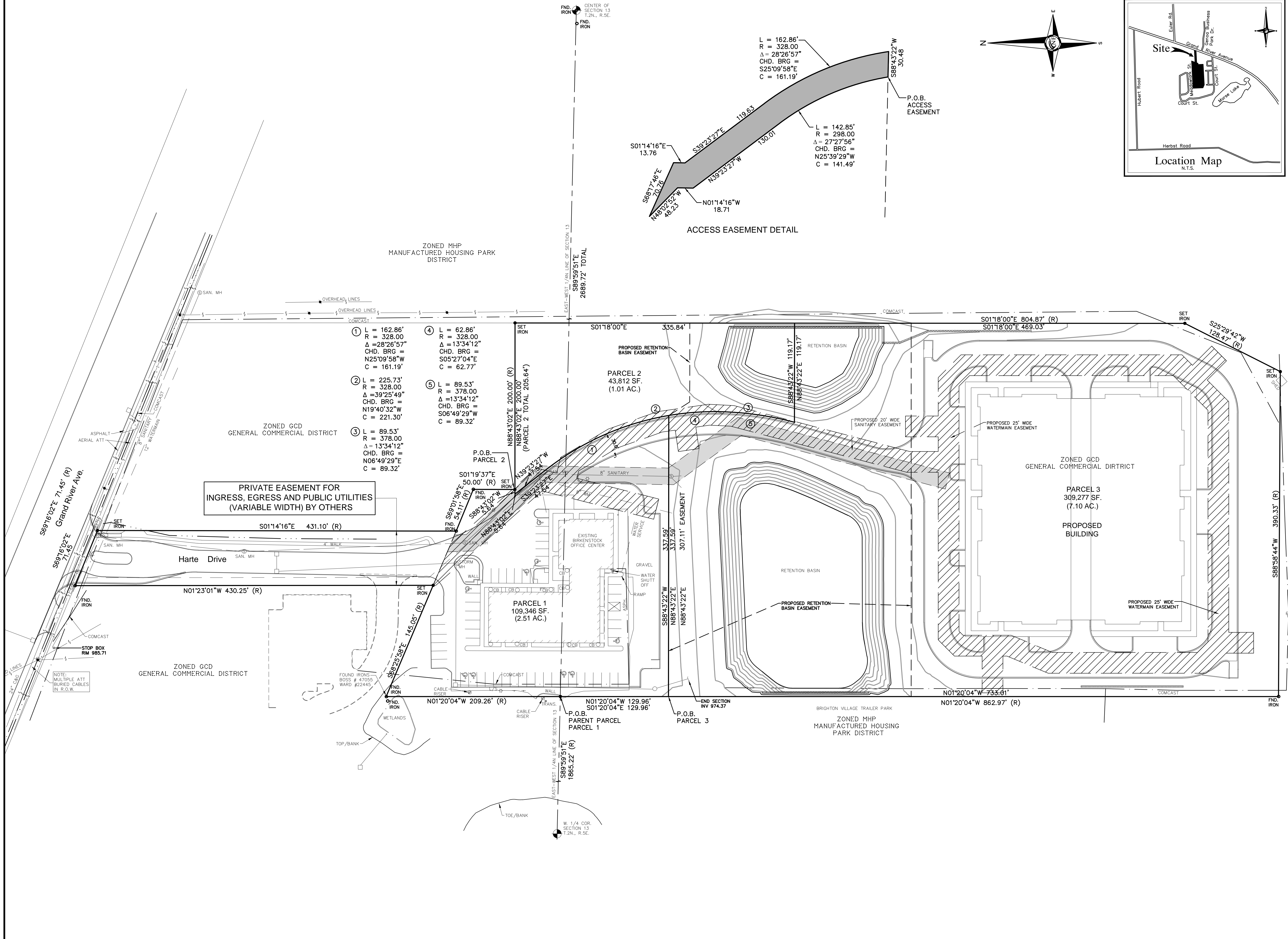


CIVIL ENGINEERS
LAND SURVEYORS
LAND PLANNERS

NOWAK & FRAUS ENGINEERS
46777 WOODWARD AVE.
PONTIAC, MI 48342-5032
TEL. (248) 332-7931
FAX. (248) 332-8257



ACCESS EASEMENT DETAIL



- ① L = 162.86'
R = 328.00
Δ = 28°26'57"
CHD. BRG = N25°09'58"W
C = 161.19'
- ② L = 225.73'
R = 328.00
Δ = 39°25'49"
CHD. BRG = N19°40'32"W
C = 221.30'
- ③ L = 89.53'
R = 378.00
Δ = 13°34'12"
CHD. BRG = N06°49'29"E
C = 89.32'
- ④ L = 62.86'
R = 328.00
Δ = 13°34'12"
CHD. BRG = S05°27'04"E
C = 62.77'
- ⑤ L = 89.53'
R = 378.00
Δ = 13°34'12"
CHD. BRG = S06°49'29"W
C = 89.32'

PRIVATE EASEMENT FOR
INGRESS, EGRESS AND PUBLIC UTILITIES
(VARIABLE WIDTH) BY OTHERS



PROJECT
Birkenstock Office Center
2528 Harte Drive
Brighton, Michigan

CLIENT
Birkenstock Enterprises, LLC
2528 Harte Drive
Brighton, MI 48114

Contact: James Harte
Phone: (810) 499-7144
Fax: (734) 878-5667

PROJECT LOCATION
Part of the W. 1/2
of Section 13
T. 2N., R. 5E.
Genoa Township,
Livingston County, Michigan

SHEET
Parcel Split
Proposed Storm, Sanitary
and Water Main Easements



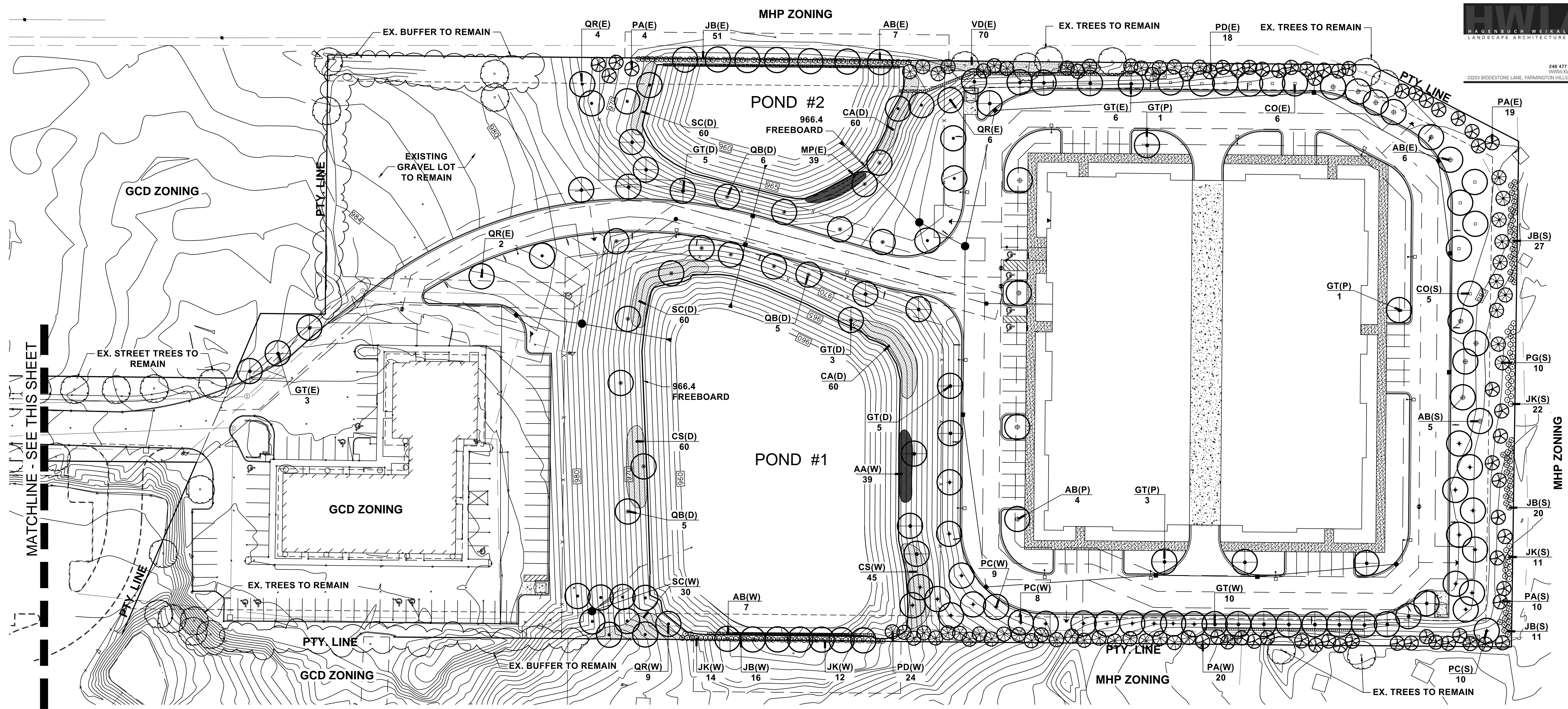
DATE ISSUED/REVISED
2-22-19 Submit for review

DRAWN BY:
N. Naoum
DESIGNED BY:

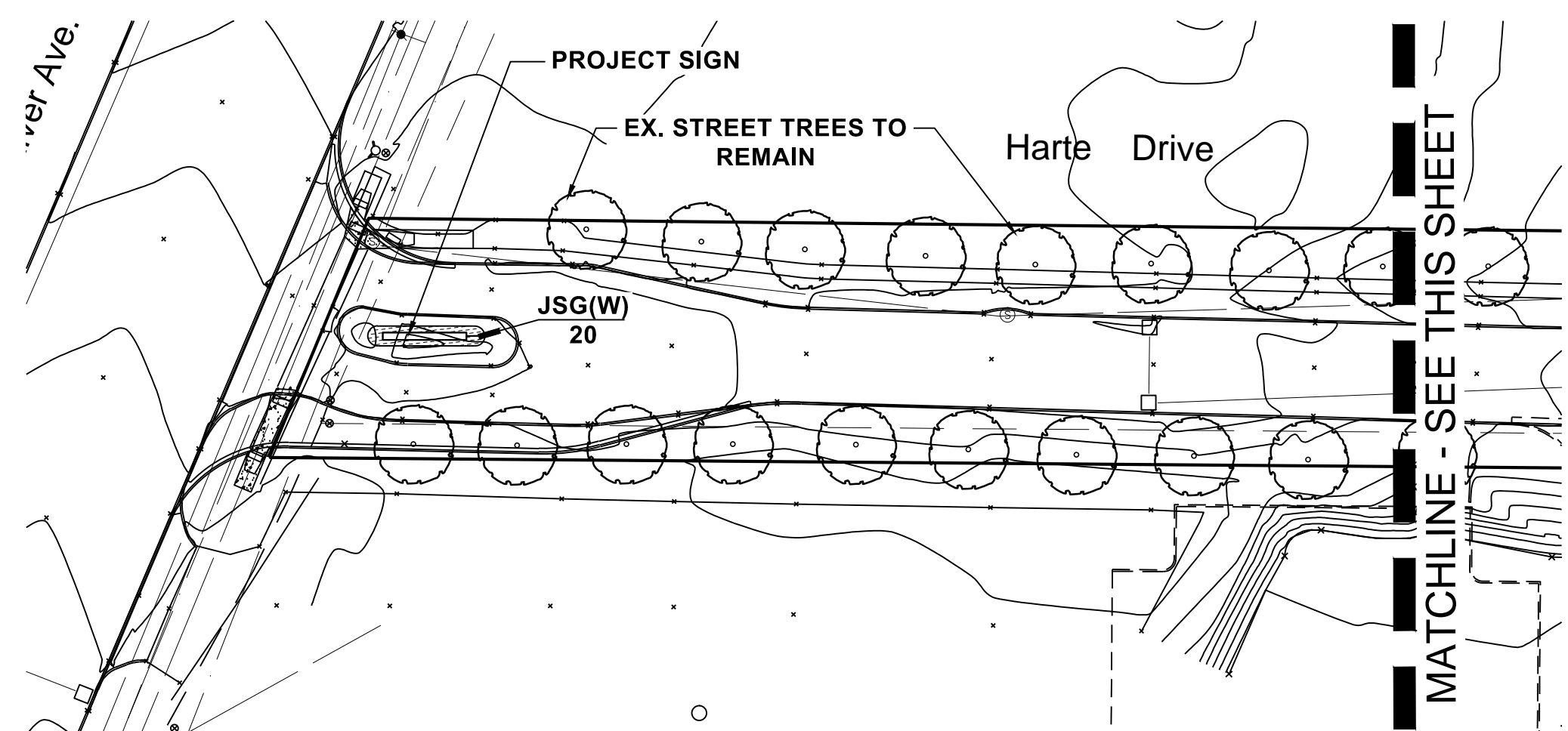
APPROVED BY:
K. Navaroli
DATE:
02-22-2019

SCALE: 1" = 50'
50 25 0 25 50 75

NFE JOB NO. SHEET NO.
K362 C.306



SITE PLANTING PLAN
SCALE 1" = 40'
NORTH



SITE PLANTING PLAN
SCALE 1" = 40'
NORTH

PLANT MIX

- ALL PLANTING/PERENNIAL BEDS TO RECEIVE:**
- (1) 6 CU FT. ORGANIC COMPOST
 - (1) 40LB BAG COMPOSTED POULTRY MANURE "CHICK MAGIC" 5-3-2 WWW.CHICKMAGIC.NET (262)495-6220
 - (1) 5 LB BAG SHERMANS 13-13-13 MULTI PURPOSE FERTILIZER PER 100 SQ FT BED AREA.

HAND TILL INTO SOIL TO A DEPTH OF 12" MINIMUM

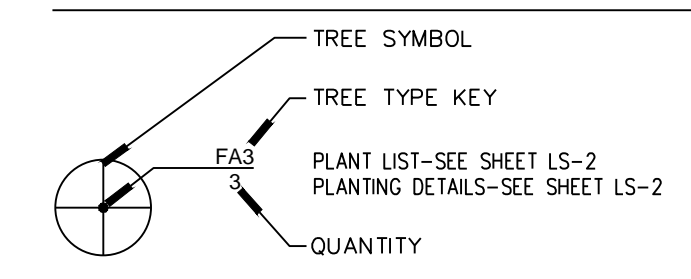
LAWNS:

ALL LAWNS TO BE IRRIGATED SEED LAWN

MULCH

MULCH IS DOUBLE SHREDDED HARDWOOD BARK MULCH
NO GROUND WOOD PALLETTE MULCH PERMITTED

PLANTING KEY:



GENERAL PLANTING NOTES:

- A ALL TREES TO HAVE CLAY OR LOAM BALLS. TREES WITH SAND BALLS WILL BE REJECTED.
- B ALL SINGLE STEM SHADE TREES TO HAVE STRAIGHT TRUNKS AND SYMMETRICAL CROWNS.
- C ALL SINGLE TRUNK SHADE TREES TO HAVE A CENTRAL LEADER, TREES WITH FORKED OR IRREGULAR TRUNKS WILL NOT BE ACCEPTED.
- D ALL MULTI-STEM TREES SHALL BE HEAVILY BRANCHED AND HAVE SYMMETRICAL CROWNS. ONE SIDED TREES OR THOSE WITH THIN OR OPEN CROWNS SHALL NOT BE ACCEPTED.
- E ALL EVERGREEN TREES SHALL BE HEAVILY BRANCHED AND FULL TO THE GROUND. SYMMETRICAL IN SHAPE AND NOT SHEARED FOR THE LAST FIVE GROWING SEASONS.
- F NO MACHINERY IS TO BE USED WITHIN THE DRIFLINE OF EXISTING TREES. HAND GRADE ALL LAWN AREAS WITHIN DRIFLINE OF EXISTING TREES.
- G ALL TREE LOCATIONS SHALL BE STAKED BY LANDSCAPE CONTRACTOR AND ARE SUBJECT TO THE APPROVAL OF THE LANDSCAPE ARCHITECT PRIOR TO INSTALLATION OF THE PLANT MATERIAL.
- H IT IS MANDATORY THAT POSITIVE DRAINAGE IS PROVIDED AWAY FROM ALL BUILDINGS, WALKS AND PAVED AREAS.
- I ALL PLANTING BEDS SHALL RECEIVE SHREDDED BARK MULCH. SEE PLANTING DETAILS FOR DEPTH.
- J SEE SPECIFICATIONS FOR ADDITIONAL COMMENTS, REQUIREMENTS, PLANTING PROCEDURES AND WARRANTY STANDARDS.

PLANT BED PREPARATION

EXCAVATE PLANT BEDS TO DEPTH SHOWN ON DETAILS - DISPOSE OF SPOILS OFF SITE.

ALL PLANT BEDS TO RECEIVE CONTINUOUS PLANT MIX AS SPECIFIED (NOT INDIVIDUAL PLANT FITS)

PLANTING BEDS AND PLANT PITS TO RECEIVE:
A MIXTURE OF 70% LOAM TOPSOIL, 10% COMPOST, 20% SAND

BIRKENSTOCK OFFICE / STORAGE BUILDING
MICHIGAN
GENOA TOWNSHIP

02-22-2019	PID SITE RE-SUBMISSION
01-29-2019	PID SITE SUBMISSION
DATE	ISSUE

KEY PLAN

FSP PROJECT NO.
HAR17.032

DRAWING TITLE
SITE LANDSCAPE PLAN

DRAWING NUMBER
LS1



02-22-2019	PID SITE RE-SUBMISSION
01-29-2019	PID SITE SUBMISSION
DATE	ISSUE

KEY PLAN

FSP PROJECT NO.
HAR17.032

DRAWING TITLE
PLANTING DETAIL

DRAWING NUMBER

LS2

PLANT LIST - PARKING (P)

QUAN.	KEY	COMMON/ BOTANICAL NAME	SIZE	SPEC.
4	AB	Autumn Blaze Maple <i>Acer x. fremanii 'Autumn Blaze'</i>	2.5" Cal.	B&B
5	GT	Thornless Honeylocust <i>Gleditsia 'Skyline'</i>	2.5" Cal.	B&B

PLANT LIST - DETENTION POND #1 (D)

QUAN.	KEY	COMMON/ BOTANICAL NAME	SIZE	SPEC.
8	GT	Thornless Honeylocust <i>Gleditsia 'Skyline'</i>	2.5" Cal.	B&B
10	QB	Swamp White Oak <i>Quercus bicolor</i>	2.5" Cal.	B&B
60	CA	Buttonbush <i>Cephalanthus occidentalis</i>	24" Ht.	Cont.
60	CS	Redtwig Dogwood <i>Cornus sericea</i>	24" Ht.	Cont.
60	SC	Common Elderberry <i>Sambucus canadensis</i>	24" Ht.	Cont.

PLANT LIST - DETENTION POND #2 (D)

QUAN.	KEY	COMMON/ BOTANICAL NAME	SIZE	SPEC.
5	GT	Thornless Honeylocust <i>Gleditsia 'Skyline'</i>	2.5" Cal.	B&B
6	QB	Swamp White Oak <i>Quercus bicolor</i>	2.5" Cal.	B&B
60	CA	Buttonbush <i>Cephalanthus occidentalis</i>	24" Ht.	Cont.
50	SC	Common Elderberry <i>Sambucus canadensis</i>	24" Ht.	Cont.

PLANT LIST - EAST BUFFER (E)

QUAN.	KEY	COMMON/ BOTANICAL NAME	SIZE	SPEC.
13	AB	Autumn Blaze Maple <i>Acer x. fremanii 'Autumn Blaze'</i>	2.5" Cal.	B&B
6	CO	Hackberry <i>Celtis occidentalis</i>	2.5" Cal.	B&B
9	GT	Thornless Honeylocust <i>Gleditsia 'Skyline'</i>	2.5" Cal.	B&B
12	QR	Northern Red Oak <i>Quercus rubra</i>	2.5" Cal.	B&B
22	PA	Norway Spruce <i>Picea Abies</i>	6' Ht.	B&B
18	PD	Black Hills Spruce <i>Picea g. 'Densata'</i>	6' Ht.	B&B
51	JB	Brodie Red Cedar <i>J. virginiana 'Brodie'</i>	4' Ht.	B&B
39	MP	Bayberry <i>Myrica pensylvanica</i>	24" ht.	Cont.
70	VD3	Arrowood Viburnum <i>Viburnum dentatum</i>	24" Ht.	Cont.

PLANT LIST - SOUTH BUFFER (S)

QUAN.	KEY	COMMON/ BOTANICAL NAME	SIZE	SPEC.
5	AB	Autumn Blaze Maple <i>Acer x. fremanii 'Autumn Blaze'</i>	2.5" Cal.	B&B
5	CO	Hackberry <i>Celtis occidentalis</i>	2.5" Cal.	B&B
0	GT	Thornless Honeylocust <i>Gleditsia 'Skyline'</i>	2.5" Cal.	B&B
10	PC	Columbia London Plane Tree <i>Platanus x. acerifolia 'Columbia'</i>	2.5" Cal.	B&B
10	PA	Norway Spruce <i>Picea Abies</i>	6' Ht.	B&B
10	PG	White Spruce <i>Picea glauca</i>	6' Ht.	B&B
33	JK	Ketler Juniper <i>J. 'Ketterii'</i>	4' Ht.	B&B
47	JB	Brodie Red Cedar <i>J. virginiana 'Brodie'</i>	4' Ht.	B&B

PLANT LIST - WEST BUFFER (W)

QUAN.	KEY	COMMON/ BOTANICAL NAME	SIZE	SPEC.
7	AB	Autumn Blaze Maple <i>Acer x. fremanii 'Autumn Blaze'</i>	2.5" Cal.	B&B
10	GT	Thornless Honeylocust <i>Gleditsia 'Skyline'</i>	2.5" Cal.	B&B
18	PC	Columbia London Plane Tree <i>Platanus x. acerifolia 'Columbia'</i>	2.5" Cal.	B&B
9	QR	Northern Red Oak <i>Quercus rubra</i>	2.5" Cal.	B&B
20	PA	Norway Spruce <i>Picea Abies</i>	6' Ht.	B&B
24	PD	Black Hills Spruce <i>Picea g. 'Densata'</i>	6' Ht.	B&B
39	AA	Red Chokeberry <i>Aronia arbutifolia 'Brilliantissima'</i>	24" Ht.	Cont.
45	CS	Redtwig Dogwood <i>Cornus sericea</i>	24" Ht.	Cont.
26	JK	Ketler Juniper <i>J. 'Ketterii'</i>	4' Ht.	B&B
16	JB	Brodie Red Cedar <i>J. virginiana 'Brodie'</i>	4' Ht.	B&B
30	SC	Common Elderberry <i>Sambucus canadensis</i>	24" Ht.	Cont.
20	JSG	Sea Green Juniper <i>J. 'Sea Green'</i>	24" Spr.	Cont.

LANDSCAPE REQUIREMENTS

A. BUFFERS
BUFFER TYPE B -
GRC ZONING ADJACENT TO RESIDENTIAL MHP

EAST BUFFER (E) - 800 LF

	REQUIRED	PROVIDED
DECIDUOUS TREES	40	40
EVERGREEN TREES	40	40
SHRUBS	160	160

SOUTH BUFFER (S) - 388 LF

	REQUIRED	PROVIDED
DECIDUOUS TREES	20	20
EVERGREEN TREES	20	20
SHRUBS	80	80

WEST BUFFER (W) - 870 LF

	REQUIRED	PROVIDED
DECIDUOUS TREES	44	44
EVERGREEN TREES	44	44
SHRUBS	176	176

B. PARKING (P) - 49 SPACES

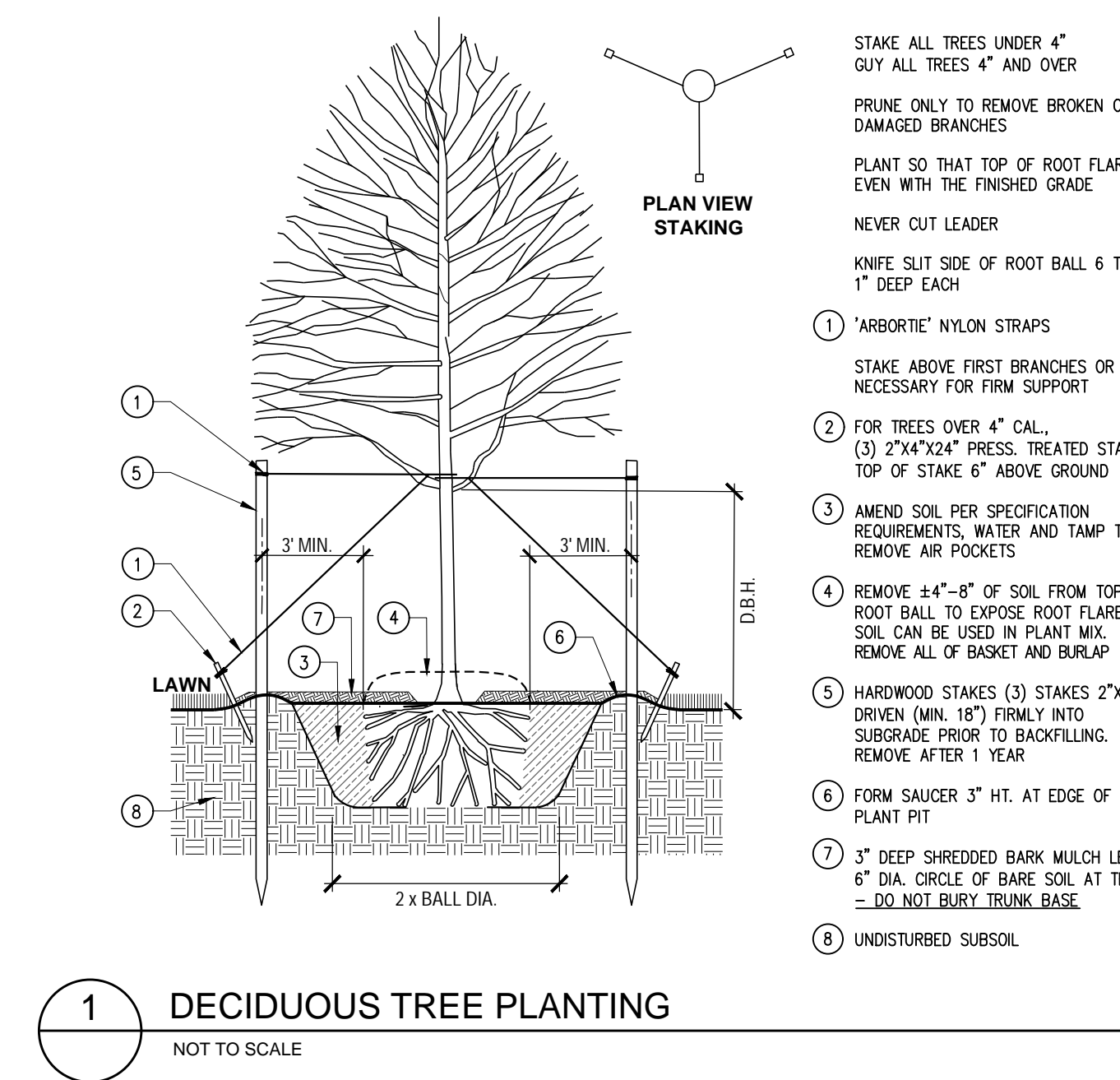
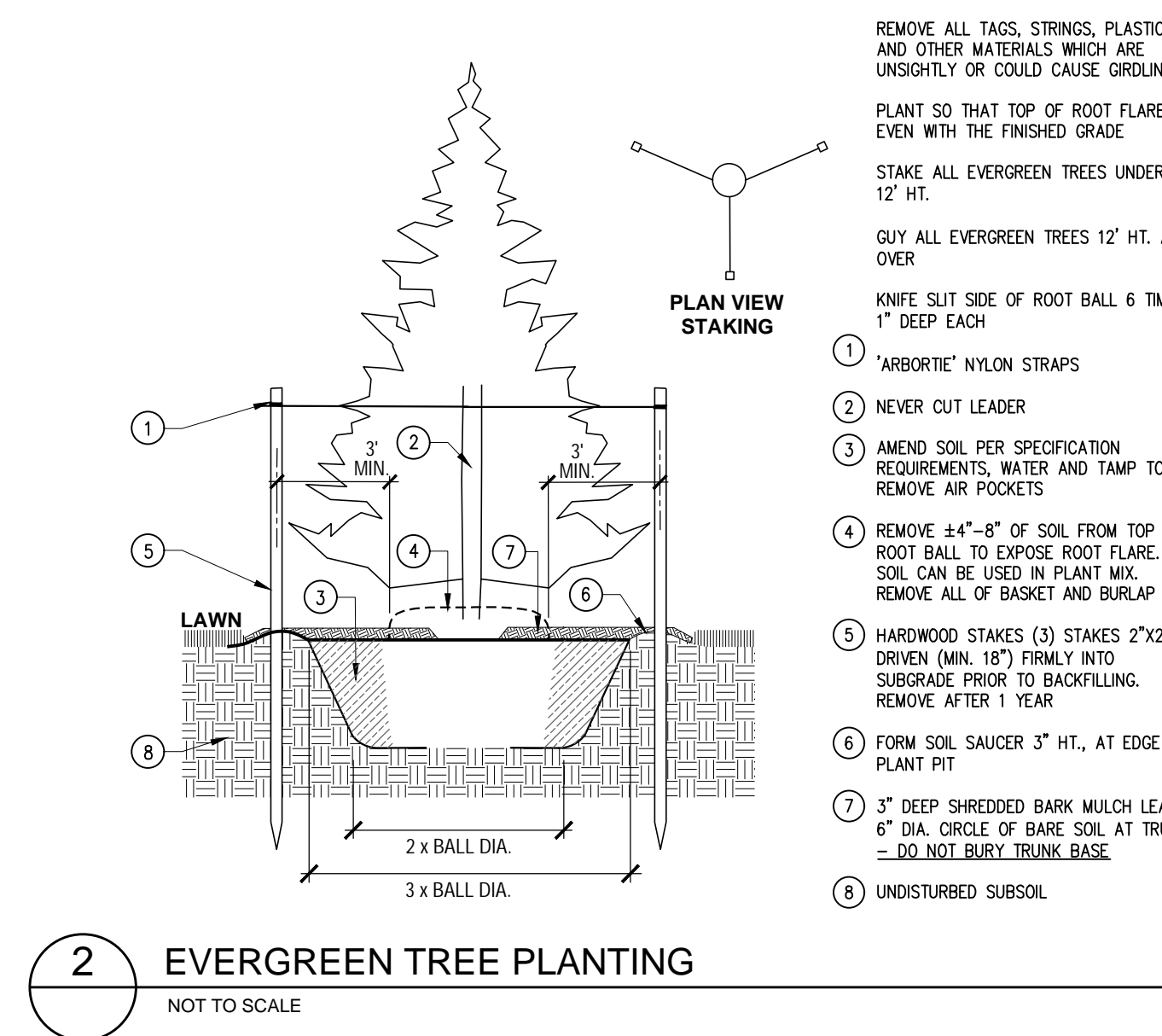
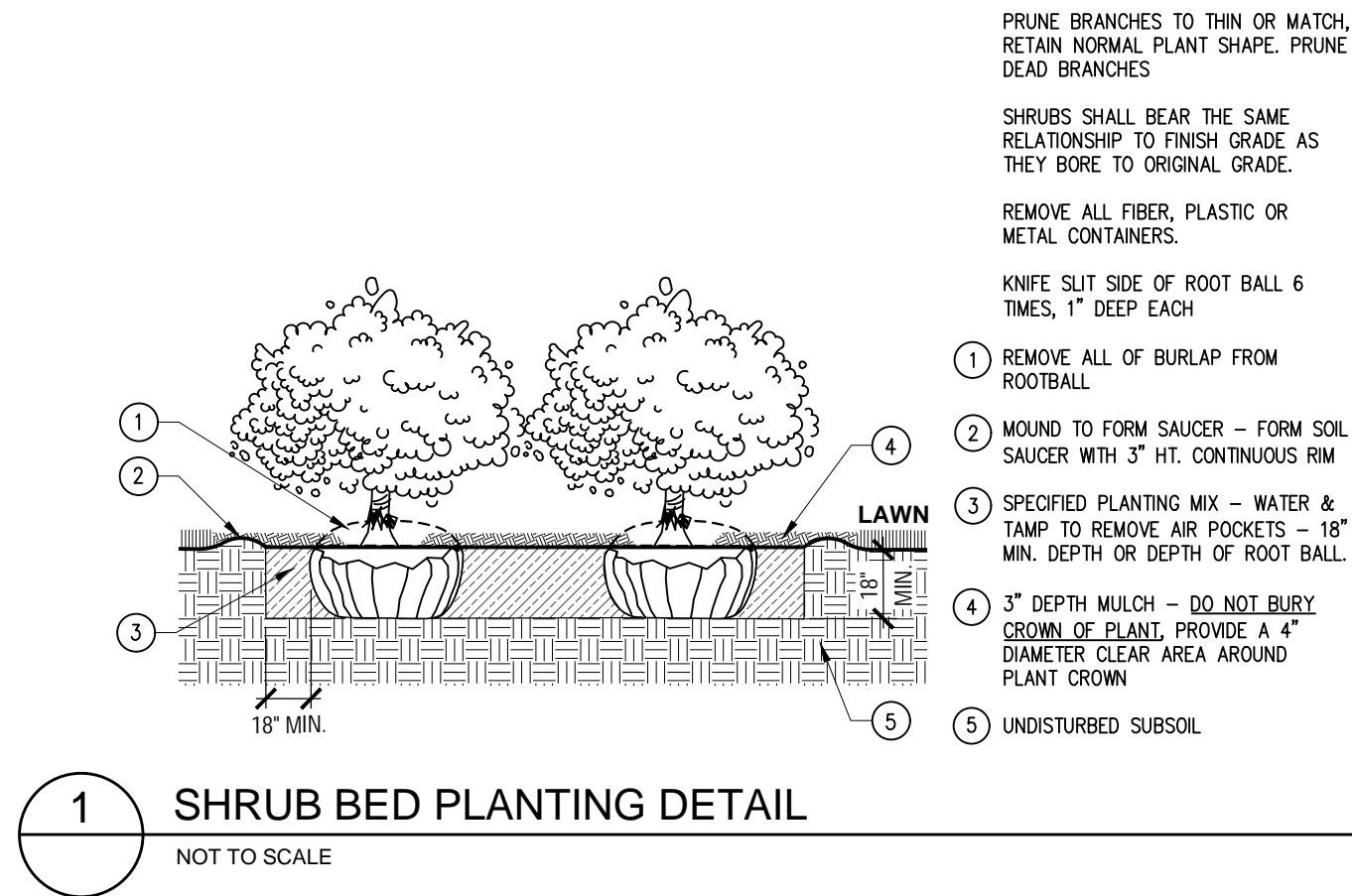
	REQUIRED	PROVIDED
DECIDUOUS TREES	5	9

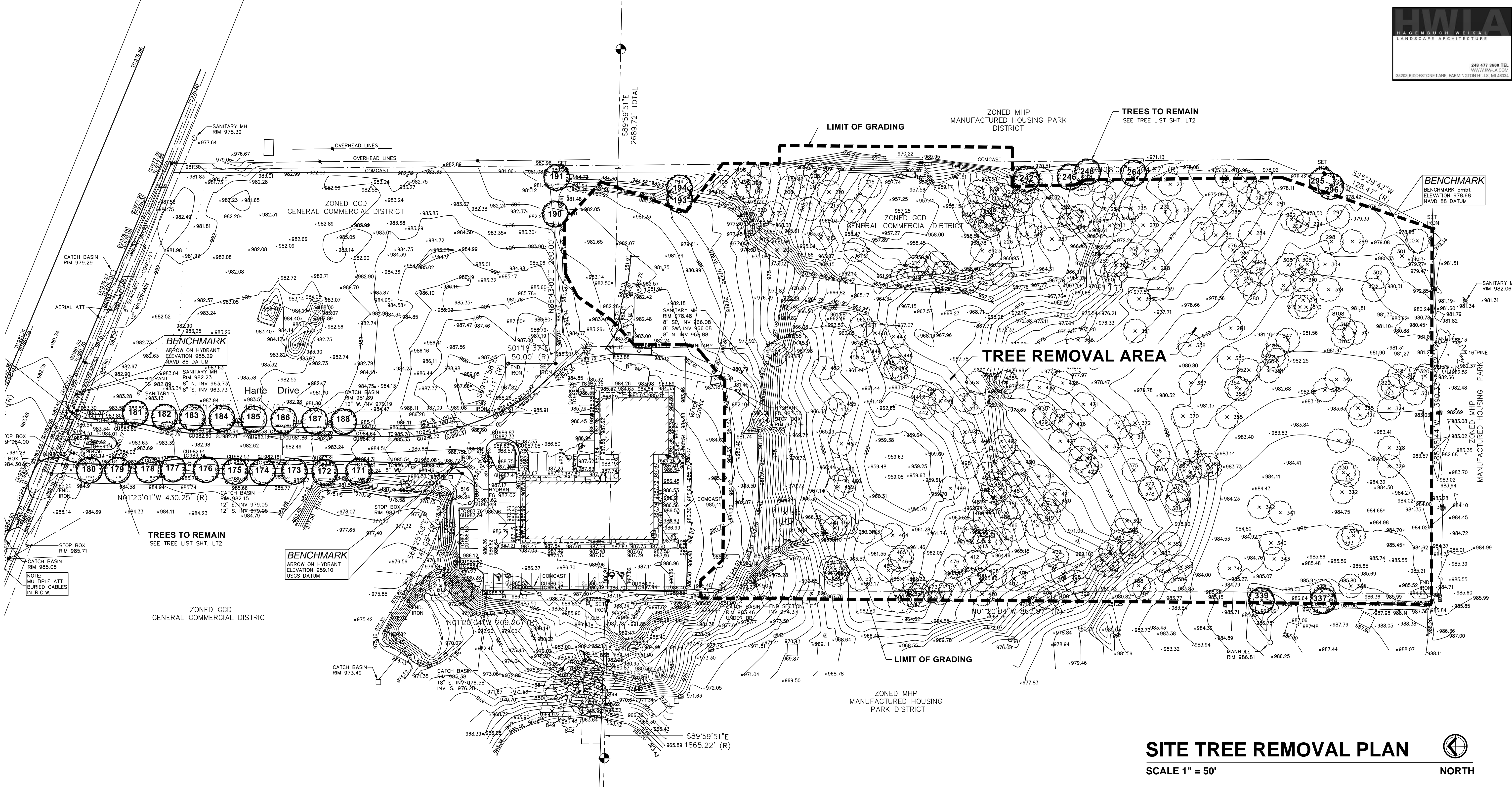
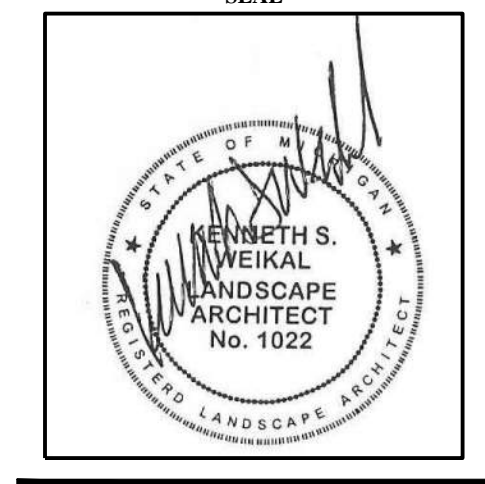
C. DETENTION (D) - POND #1 - 870 LF PERIMETER

	REQUIRED	PROVIDED
DECIDUOUS TREES	18	18
SHRUBS	180	180

DETENTION (D) - POND #2 - 520 LF PERIMETER

	REQUIRED	PROVIDED
DECIDUOUS TREES	11	11
SHRUBS	110	110





SITE TREE REMOVAL PLAN
SCALE 1" = 50'
NORTH

TREE LIST OFF SITE TREES NEAR SHED TO REMAIN

837	Tsuga canadensis	Eastern red cedar	1.5	12'	Fair
838	Prunus serotina	Black Cherry	12		Good
839	Carya cordiformis	Bittemut Hickory	10		Fair
840	Ulmus americana	American Elm	10		Fair
841	Prunus serotina	Black Cherry	8	tw	Poor
842	Carya cordiformis	Bittemut Hickory	12		DEAD
843	Prunus serotina	Black Cherry	12		DEAD
844	Carya cordiformis	Bittemut Hickory	8		Fair
845	Celtis occidentalis	Northern Red Oak	28		Poor
846	Acer rubrum	Red Maple	8		Poor
847	Celtis occidentalis	Northern Red Oak	17		Poor
848	Acer rubrum	Red Maple	10		Fair
849	Quercus velutina	Black Oak	29		Fair
850	Carya cordiformis	Bittemut Hickory	10		Good
851	Celtis occidentalis	Northern Red Oak	13		Fair
852	Acer negundo	Boxelder	9		Poor
853	Prunus serotina	Black Cherry	8		Poor

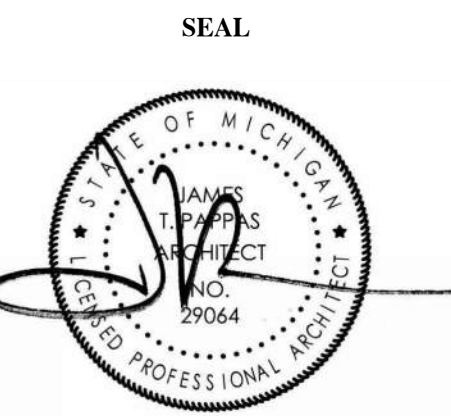
02-22-2019	PID SITE RE-SUBMISSION
01-29-2019	PID SITE SUBMISSION
DATE	ISSUE

KEY PLAN

FSP PROJECT NO.
HAR17.032

DRAWING TITLE
TREE REMOVAL PLAN

DRAWING NUMBER
LT1



DATE	ISSUE
02.22.19	PID RE-SUBMISSION
01.29.19	PID SITE SUBMISSION

KEY PLAN

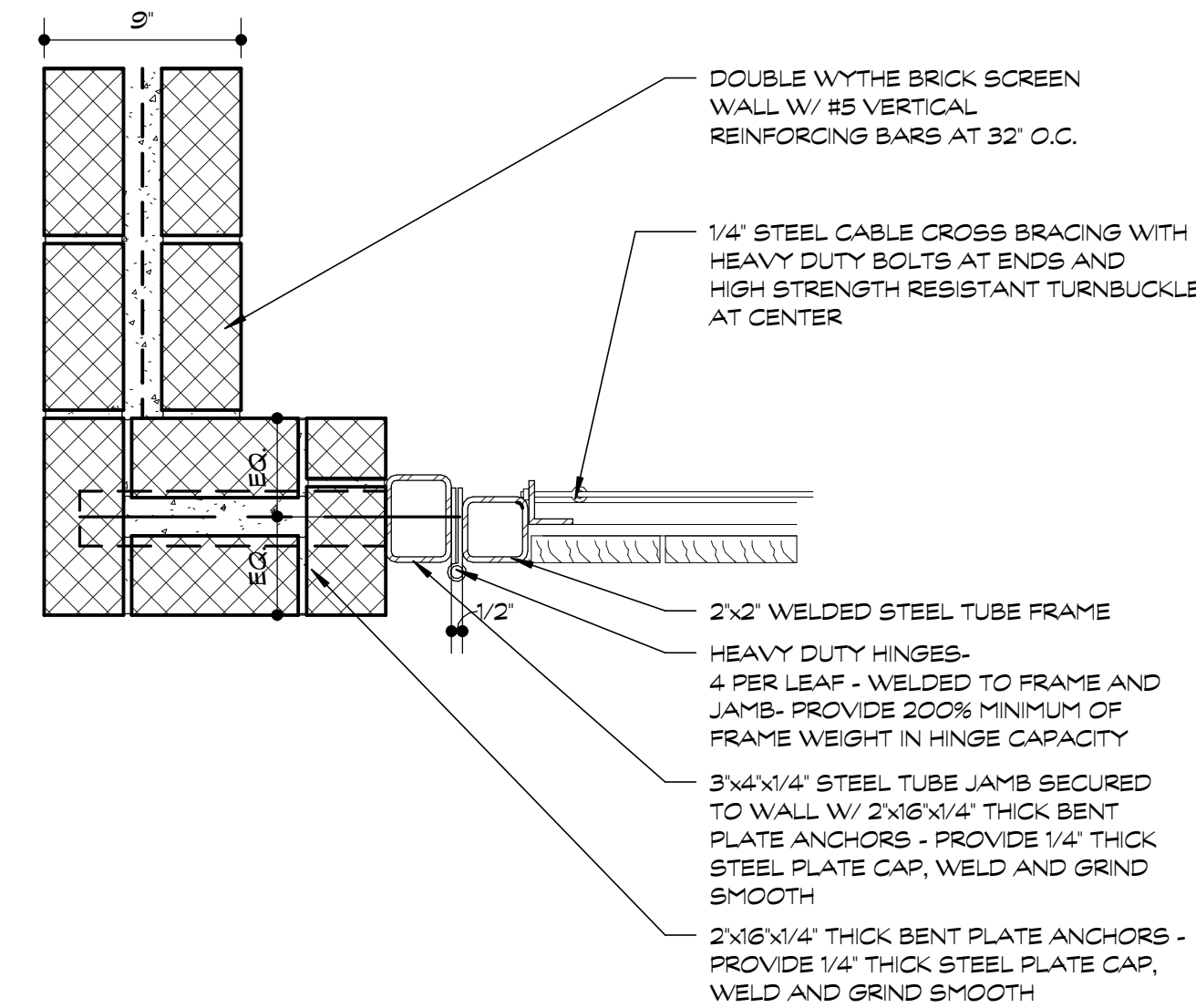
FSP PROJECT NO. HARI7.032

DRAWING TITLE

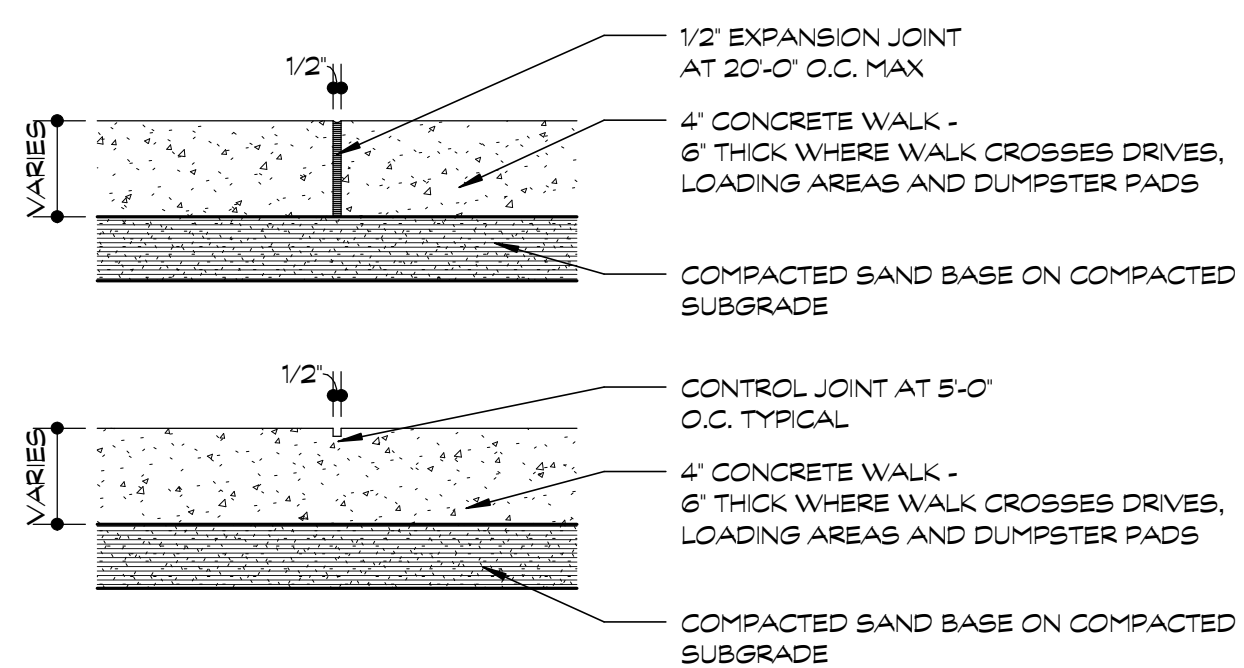
SITE DETAILS

DRAWING NUMBER

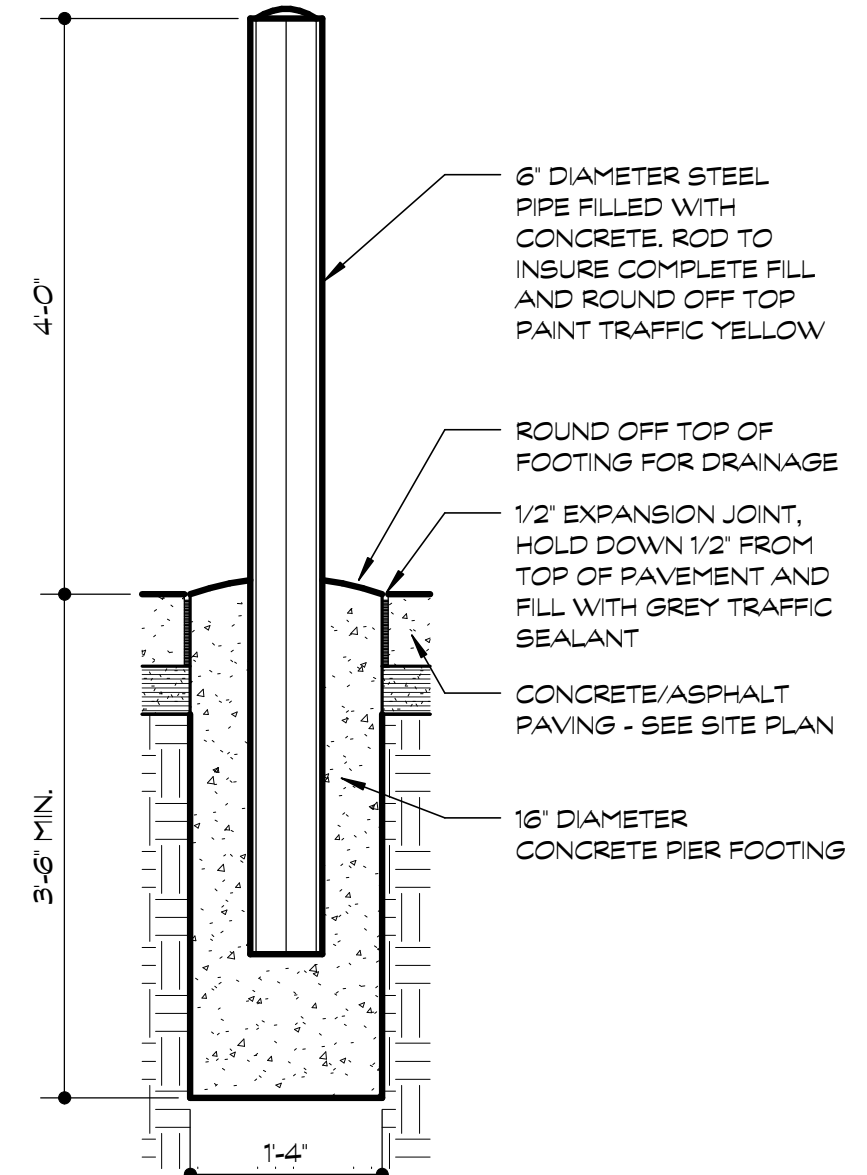
L.901



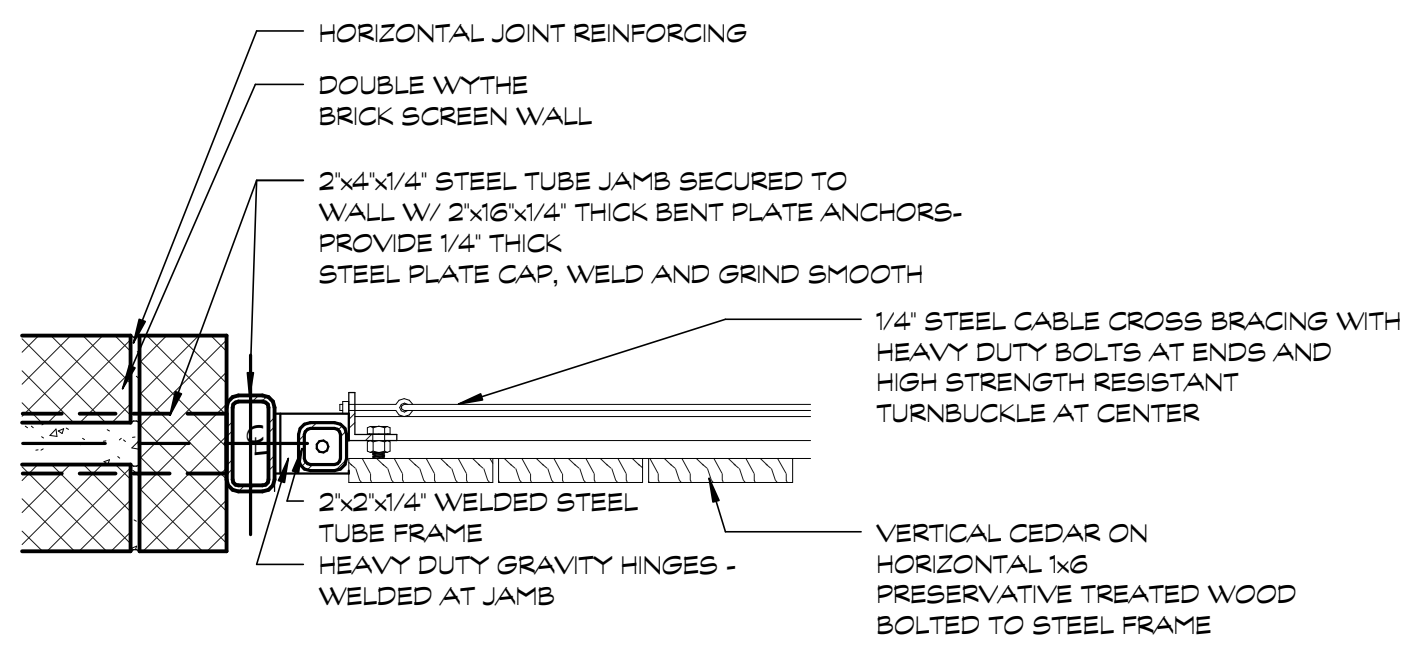
3 GATE HINGE SECTION
SCALE: 1/2" = 1'-0"



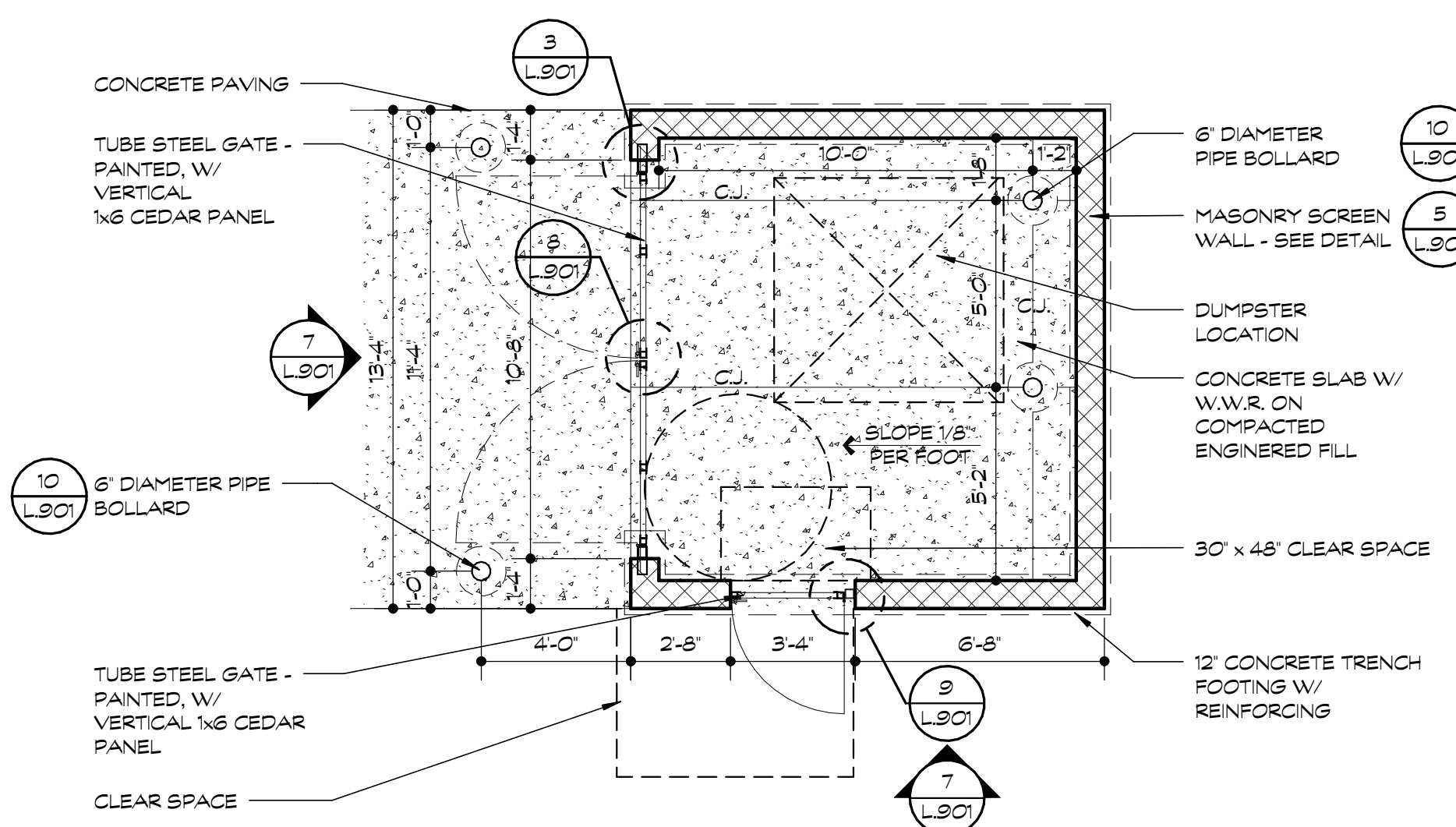
6 CONCRETE WALK SECTIONS
SCALE: 1" = 1'-0"



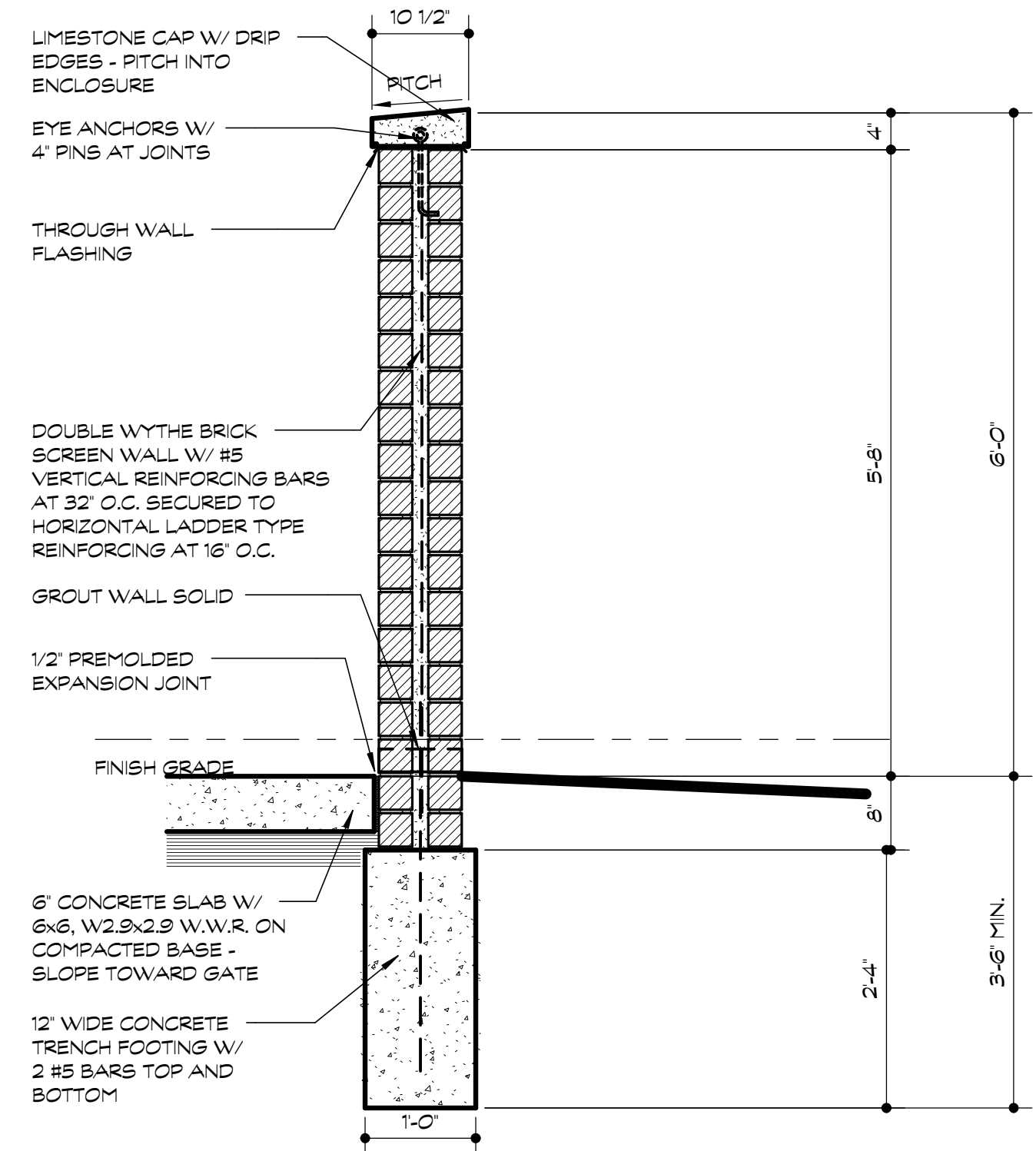
10 PIPE BOLLARD
SCALE: 3/4" = 1'-0"



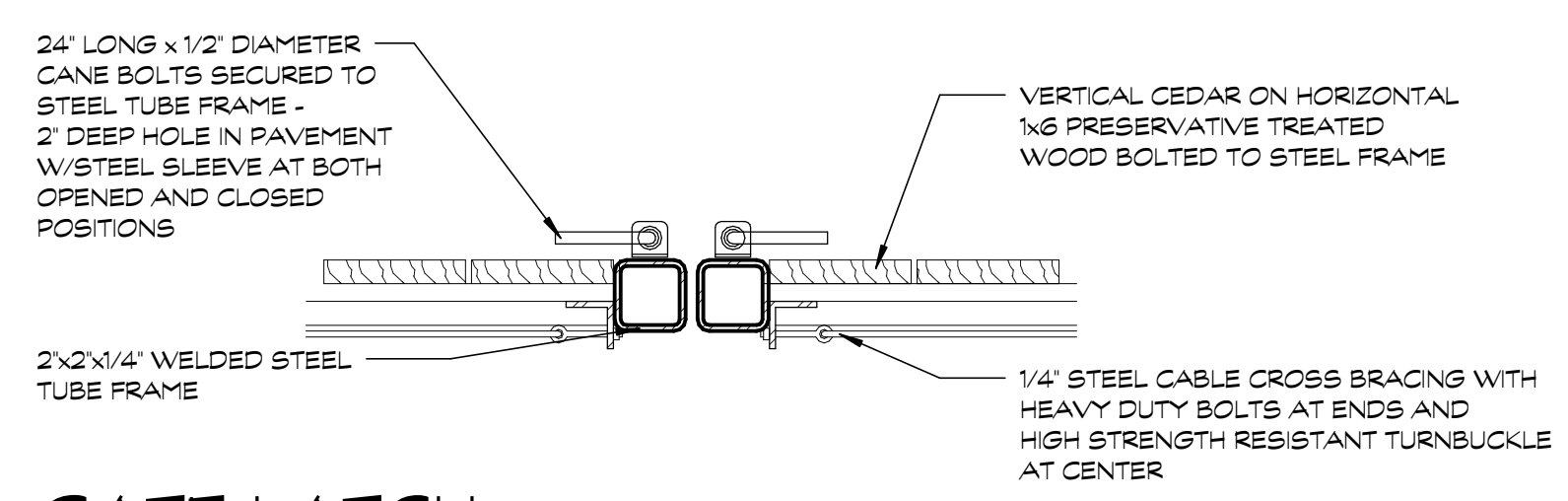
9 GATE SECTION
SCALE: 1/2" = 1'-0"



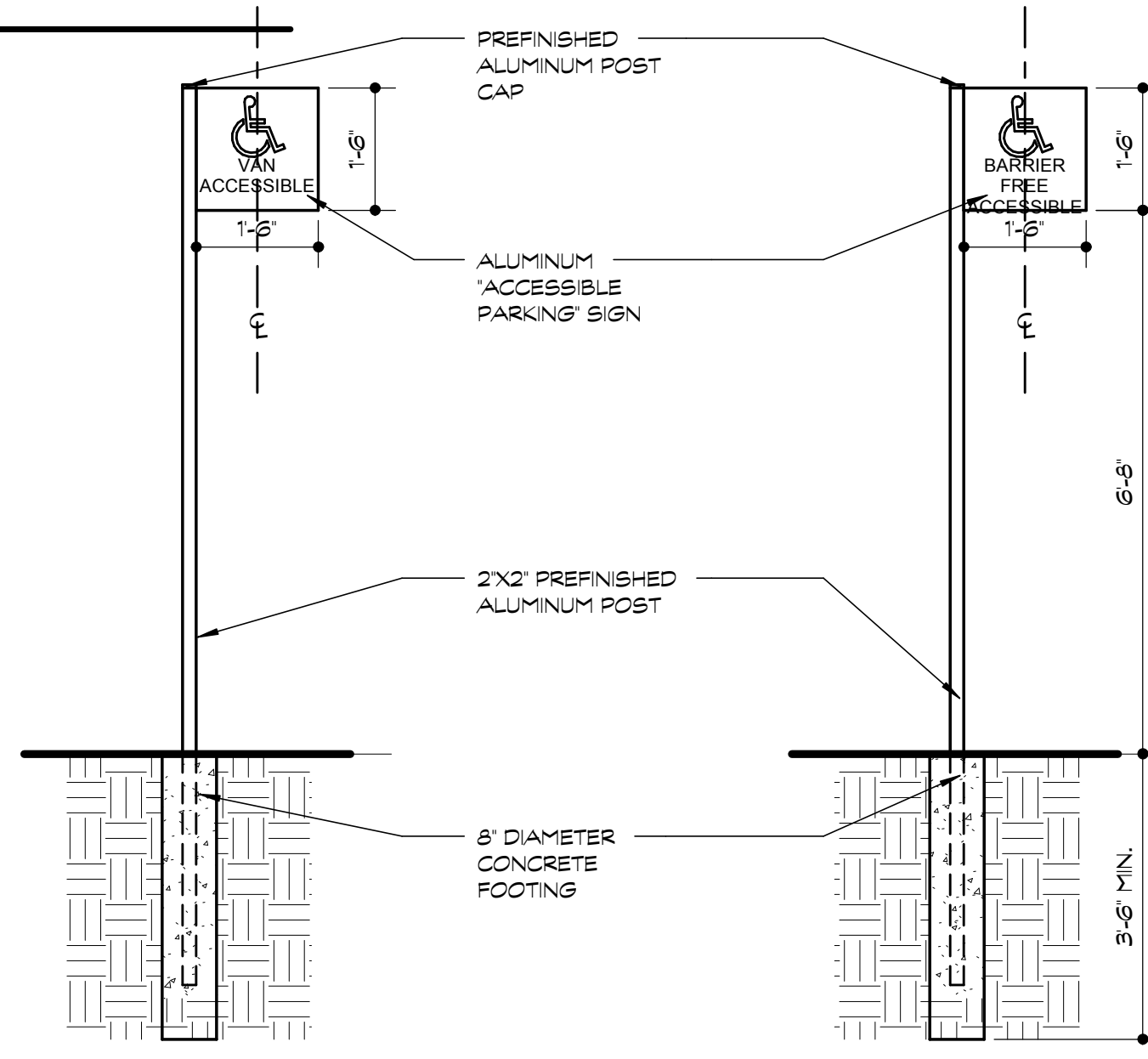
2 DUMPSTER ENCLOSURE PLAN
SCALE: 1/4" = 1'-0"



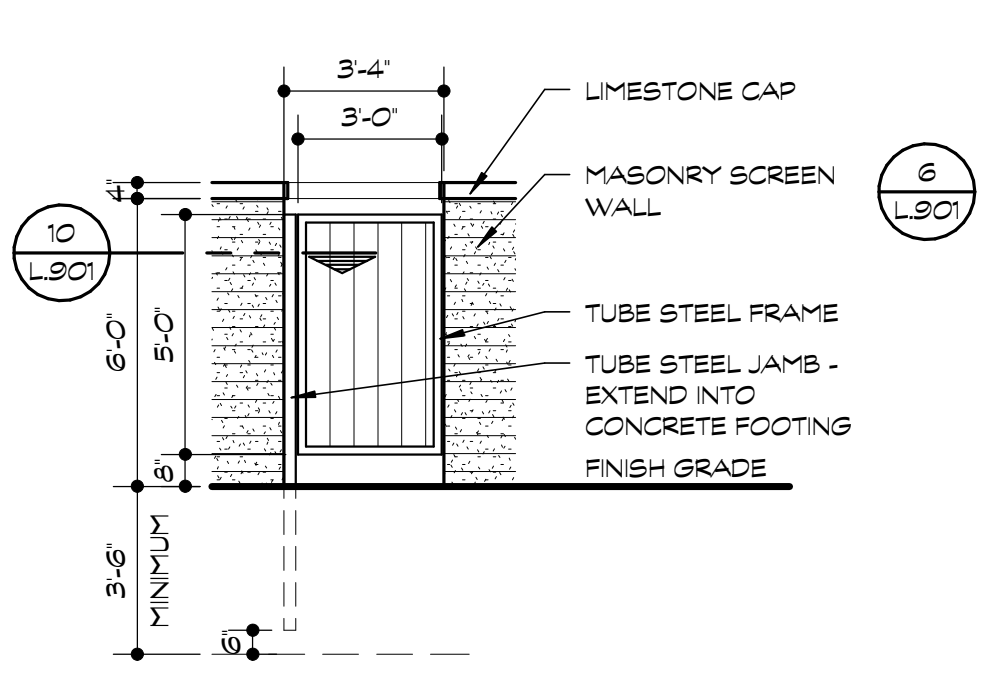
5 SCREEN WALL SECTION
SCALE: 3/4" = 1'-0"



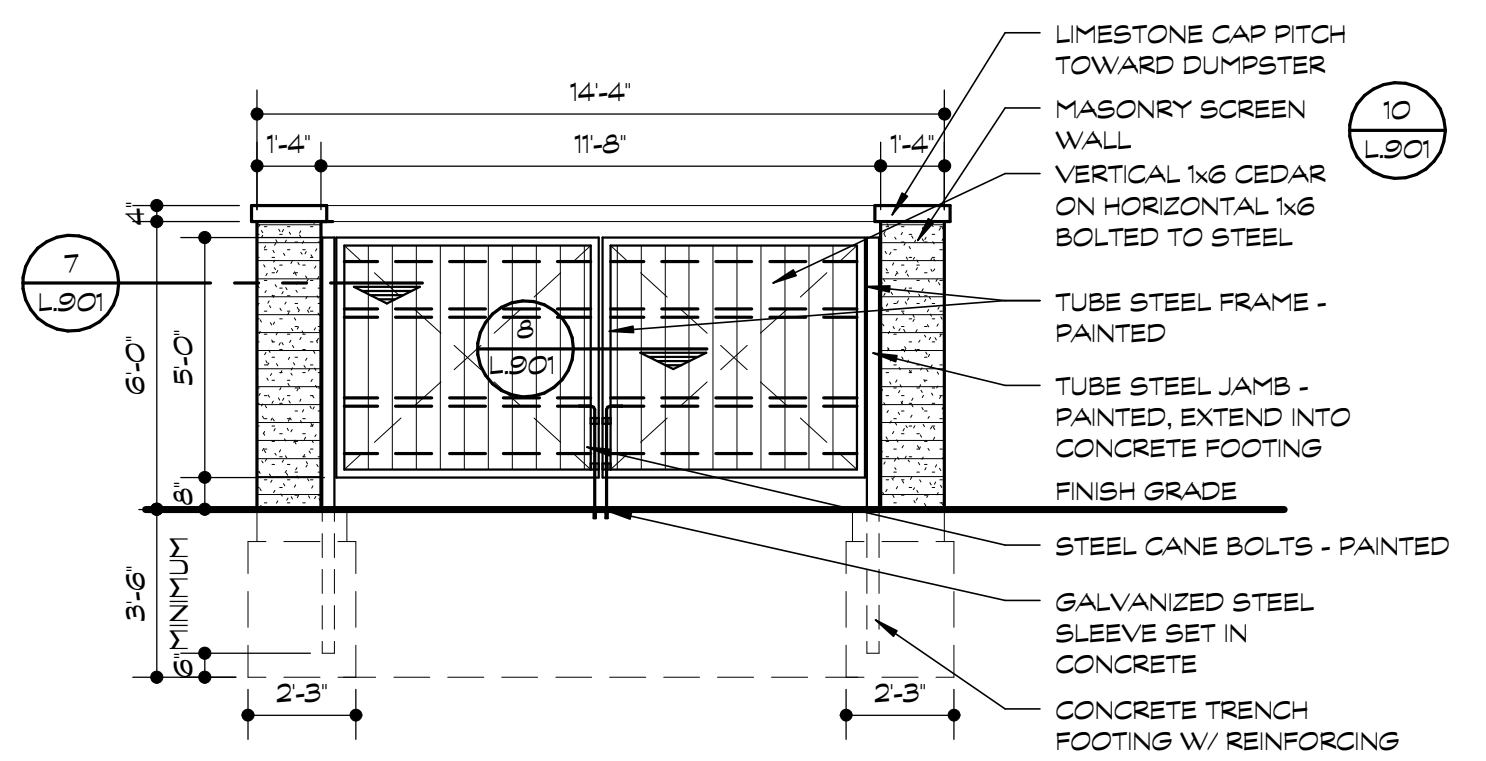
8 GATE LATCH SECTION
SCALE: 1/2" = 1'-0"



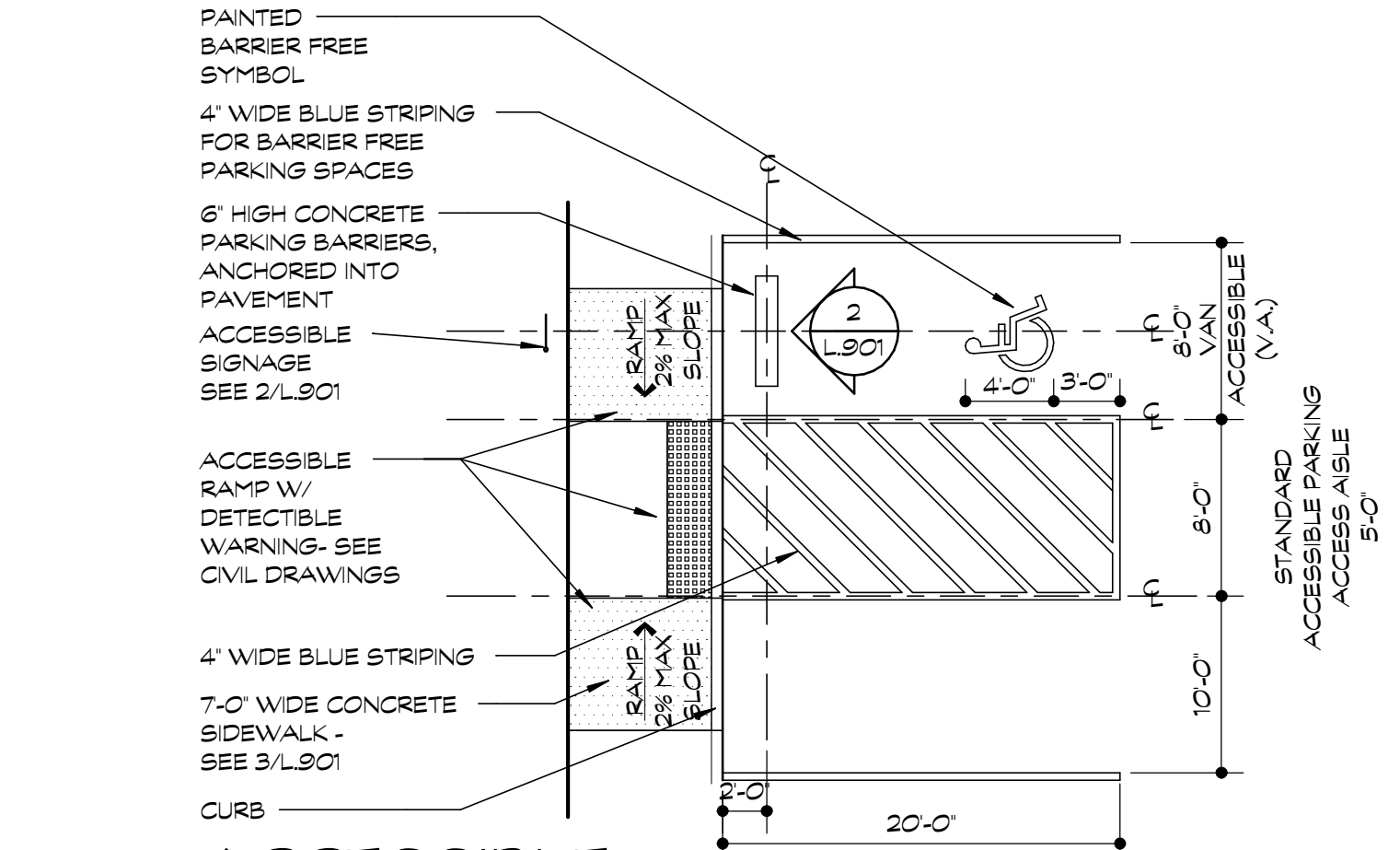
4 ACCESSIBLE SIGN ELEVATION
SCALE: 1/2" = 1'-0"



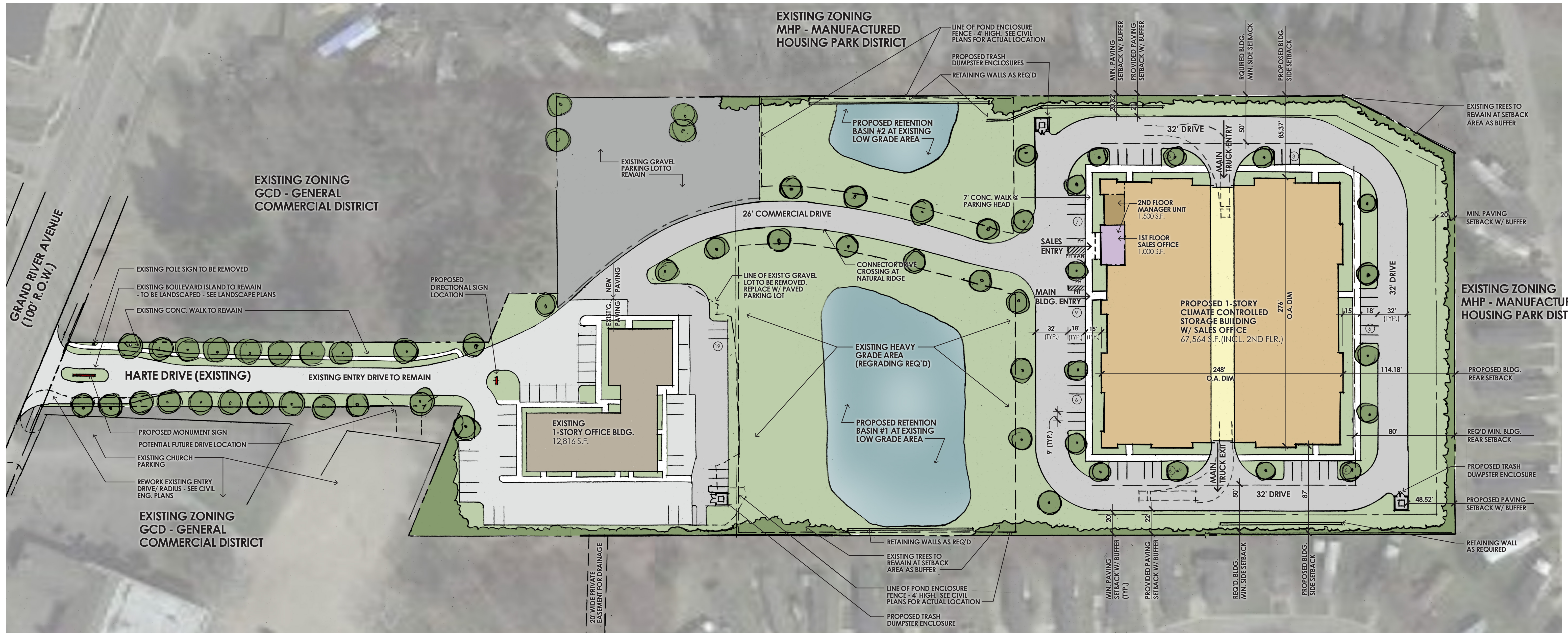
10 MAN GATE



7 DUMPSTER ENCLOSURE GATE ELEVATION
SCALE: 1/4" = 1'-0"



1 ACCESSIBLE STRIPING PLAN
SCALE: 1/8" = 1'-0"



CONCEPTUAL SITE PLAN

SCALE: 1" = 50'-0"



EXISTING ZONING MHP - MANUFACTURED HOUSING PARK DISTRICT

SITE DATA

SITE AREA (GROSS)		
MINIMUM PROVIDED	3 AC	± 462,607 S.F. OR ± 10.62 AC
LOT WIDTH		
MINIMUM PROVIDED	150 FT.	450 FT.
ZONING		
EXISTING	GCD (GENERAL COMMERCIAL DISTRICT)	
PROPOSED	PID (PLANNED INDUSTRIAL DEVELOPMENT W/ IND BASE)	
TOTAL BUILDING FOOTPRINT AREA		
EXISTING	12,816 S.F.	
PROPOSED	66,064 S.F.	
TOTAL	78,880 S.F.	
LOT COVERAGE (BUILDINGS)		
MAXIMUM ALLOWED	185,042 S.F. (40%)	
EXISTING	12,816 S.F. (2.7%)	
PROPOSED (TOTAL INCL. EXIST'G.)	78,880 S.F. (17%)	
LOT COVERAGE (IMPERVIOUS SURFACE INCLUDING BUILDING)		
MAXIMUM ALLOWED	393,215 S.F. (85%)	
PROPOSED (TOTAL INCL. EXIST'G.)	208,921 S.F. (45.2%)	
BUILDING HEIGHT		
MAXIMUM ALLOWED	30 FEET - 2 STORY	
PROPOSED	27 FEET - 2 STORY	

BUILDING AREA (GROSS)		
EXISTING OFFICE BLDG.	12,816 S.F.	
PROPOSED STORAGE BLDG.		
STORAGE W/ SALES OFFICE (INCL. 1,000 S.F. SALES)	59,680 S.F.	
MANAGERS UNIT	1,500 S.F.	
TRUCK LOADING (ENCLOSED)	6,384 S.F.	
TOTAL PROPOSED STORAGE BLDG.	67,564 S.F.	
GRAND TOTAL (INCLUDING EXIST'G.)	80,380 S.F.	
STORAGE AREA (NET)	46,607 S.F.	

PARKING		
REQUIRED - NEW BLDG.		
STORAGE (1 C/1,500 S.F.)	43 SPACES	
SALES OFFICE (1 C/300 S.F.)	4 SPACES	
MANAGERS UNIT (2/UNIT)	2 SPACES	
TOTAL	49 SPACES	
REQUIRED - EXISTING BLDG (1C/300 S.F.)	43 SPACES	
PROPOSED - NEW BLDG.		
STORAGE/SALES OFFICE (INCL. 4 P.H. SPACES)	49 SPACES	
PROPOSED - EXISTING BLDG	67 SPACES	

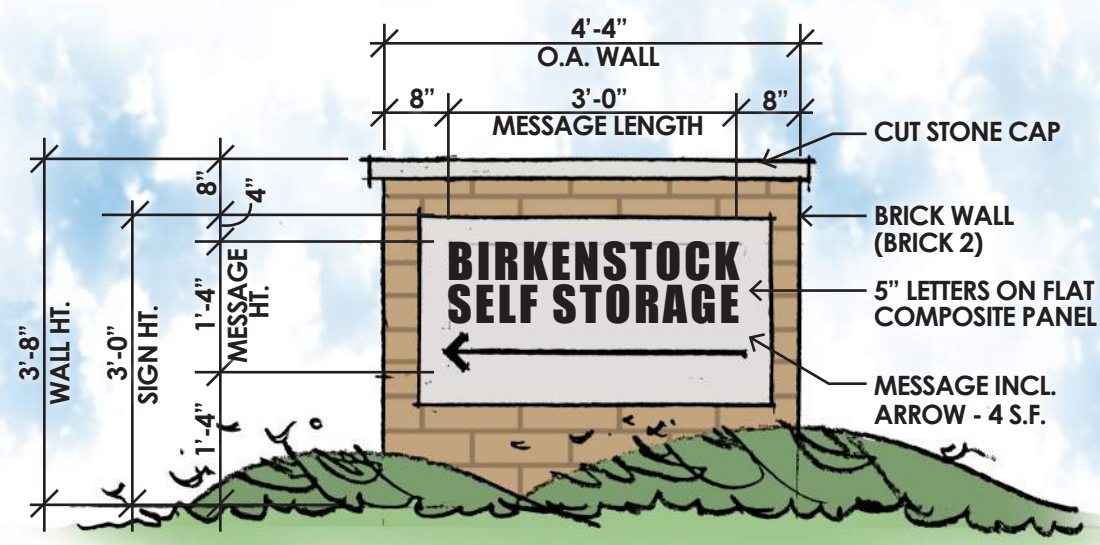
NOTES:

- ALL INTENSITY AND DIMENSIONAL DATA NOTES AS "REQUIRED" OR "ALLOWABLE" IS BASED ON THE IND BASE ZONING STANDARDS (AS AMENDED).
- THE BUILDING SHALL BE PROVIDED WITH ALL AUTOMATIC SPRINKLER SYSTEM IN ACCORDANCE WITH NFPA 13.

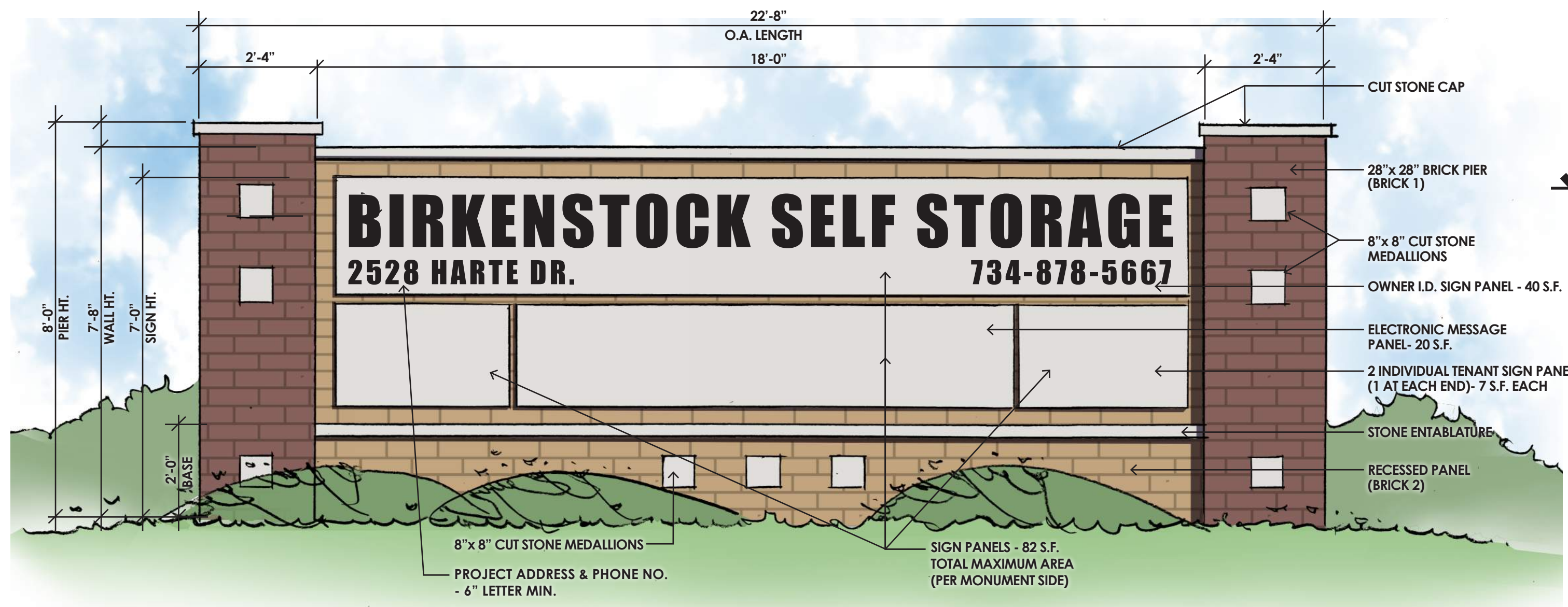
BIRKENSTOCK
OFFICE/STORAGE BUILDING
GENOA TOWNSHIP, MICHIGAN

FSP FUSCO, SHAFER & PAPPAS, INC.
ARCHITECTS & PLANNERS
550 E. NINE MILE RD.
FERNDALE, MICHIGAN 48220
PHONE 248.543.4100 FAX 248.543.4141
www.fsparchitects.com

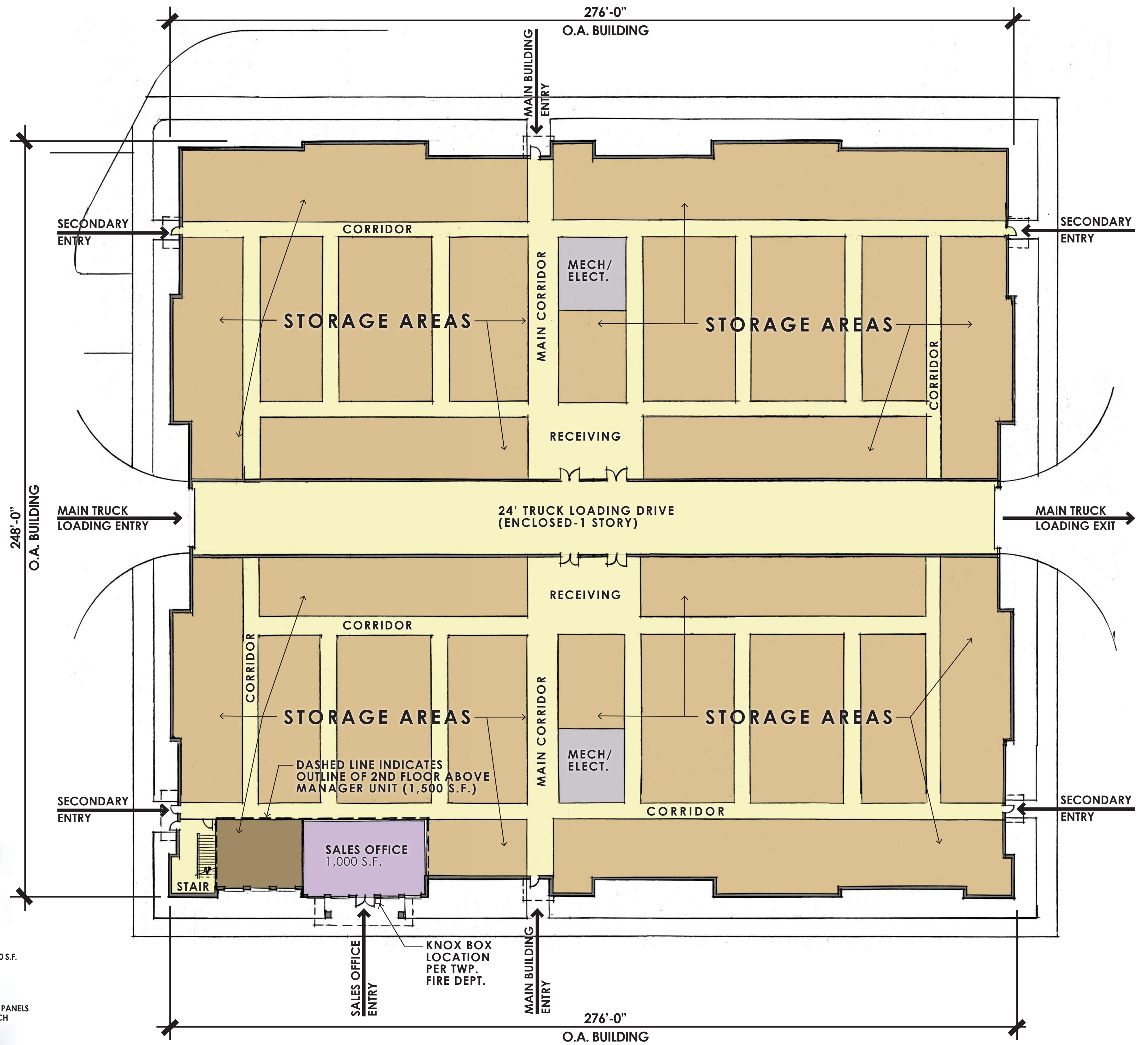
P.I.D. SITE SUBMISSION
JANUARY 29, 2019
P.I.D. RE-SUBMISSION
FEBRUARY 22, 2019
P.I.D. RE-SUBMISSION/TWP. BOARD
APRIL 05, 2019



DIRECTIONAL SIGN ELEVATION SCALE: 1/2" = 1'-0"
ONE-SIDED SIGN



CONCEPTUAL ENTRY MONUMENT SIGN ELEVATION SCALE: 1/2" = 1'-0"
OPPOSITE SIDE SIMILAR

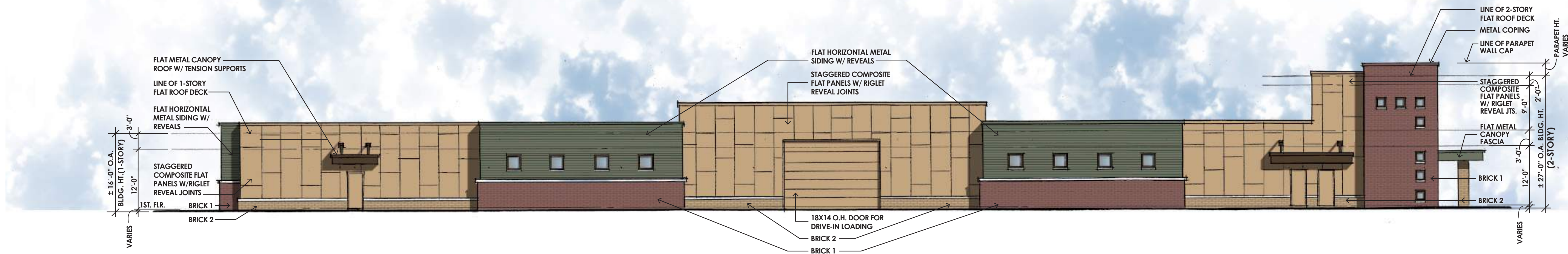


CONCEPTUAL FIRST FLOOR BUILDING PLAN SCALE: 1" = 20'-0"
NORTH
67,596 S.F. TOTAL
46,607 S.F. STORAGE AREA

BIRKENSTOCK
OFFICE/STORAGE BUILDING
GENOA TOWNSHIP, MICHIGAN

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SHAFFER &
PAPPAS, INC.
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www.fsparchitects.com

CONSULTANT REVIEW
JANUARY 25, 2019
P.I.D. SITE SUBMISSION
JANUARY 29, 2019
P.I.D. RE-SUBMISSION
FEBRUARY 22, 2019



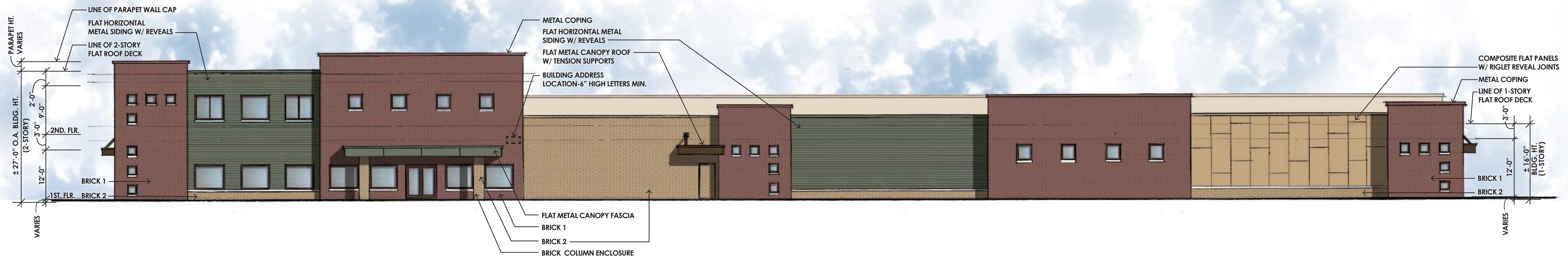
CONCEPTUAL LEFT SIDE ELEVATION(EAST)

SCALE: 3/32" = 1'-0"



EXTERIOR BUILDING MATERIAL % - EAST SIDE (LEFT)

MATERIAL	MAX % ALLOWED	PROVIDED %
BRICK	100%(MIN. 50%)	28.7%
METAL SIDING	25%	21.3%
COMPOSITE SIDING	25%	48.9%
METAL CANOPY	25%	1.1%
TOTAL		100%



CONCEPTUAL FRONT SIDE ELEVATION(NORTH)

SCALE: 3/32" = 1'-0"



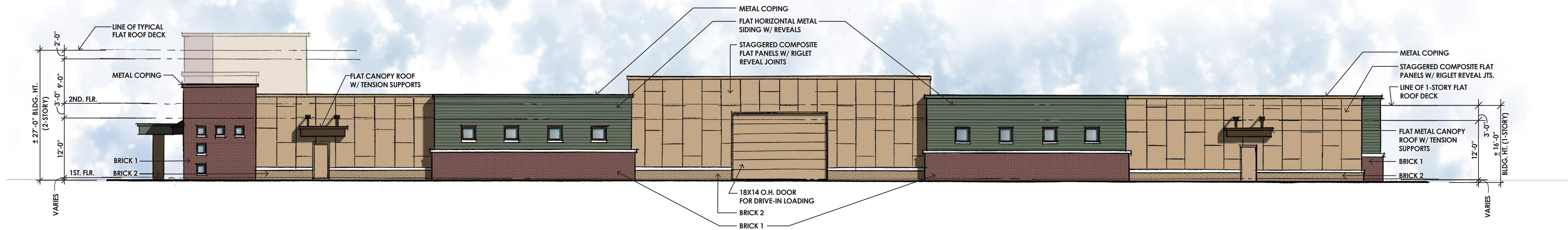
EXTERIOR BUILDING MATERIAL % - NORTH SIDE (FRONT)

MATERIAL	MAX % ALLOWED	PROVIDED %
BRICK	100%(MIN. 50%)	71.6%
METAL SIDING	25%	17.2%
COMPOSITE SIDING	25%	9.6%
METAL CANOPY	25%	1.6%
TOTAL		100%

BIRKENSTOCK
OFFICE/STORAGE BUILDING
GENOA TOWNSHIP, MICHIGAN

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CONSULTANT REVIEW
JANUARY 25, 2019
P.I.D. SITE SUBMISSION
JANUARY 29, 2019
P.I.D. RE-SUBMISSION
FEBRUARY 22, 2019



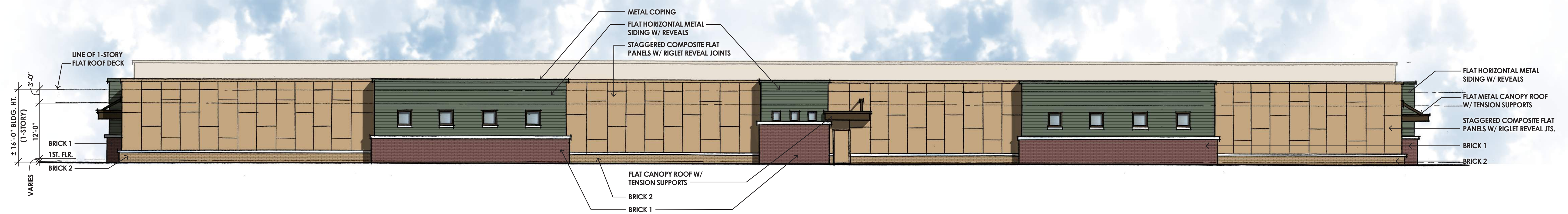
CONCEPTUAL RIGHT SIDE ELEVATION(WEST)

SCALE: 3/32" = 1'-0"



EXTERIOR BUILDING MATERIAL % - WEST SIDE (RIGHT)

MATERIAL	MAX % ALLOWED	PROVIDED %
BRICK	100%(MIN. 50%)	27.6%
METAL SIDING	25%	23.4%
COMPOSITE SIDING	25%	48.2%
METAL CANOPY	25%	0.8%
TOTAL		100%



CONCEPTUAL REAR SIDE ELEVATION(SOUTH)

SCALE: 3/32" = 1'-0"



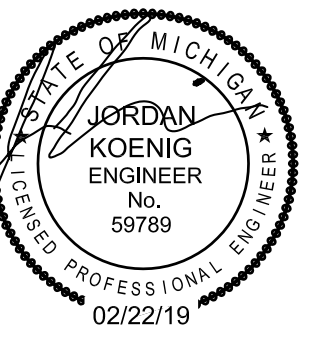
EXTERIOR BUILDING MATERIAL % - SOUTH SIDE (REAR)

MATERIAL	MAX % ALLOWED	PROVIDED %
BRICK	100%(MIN. 50%)	24%
METAL SIDING	25%	24.3%
COMPOSITE SIDING	25%	51.3%
METAL CANOPY	25%	0.4%
TOTAL		100%

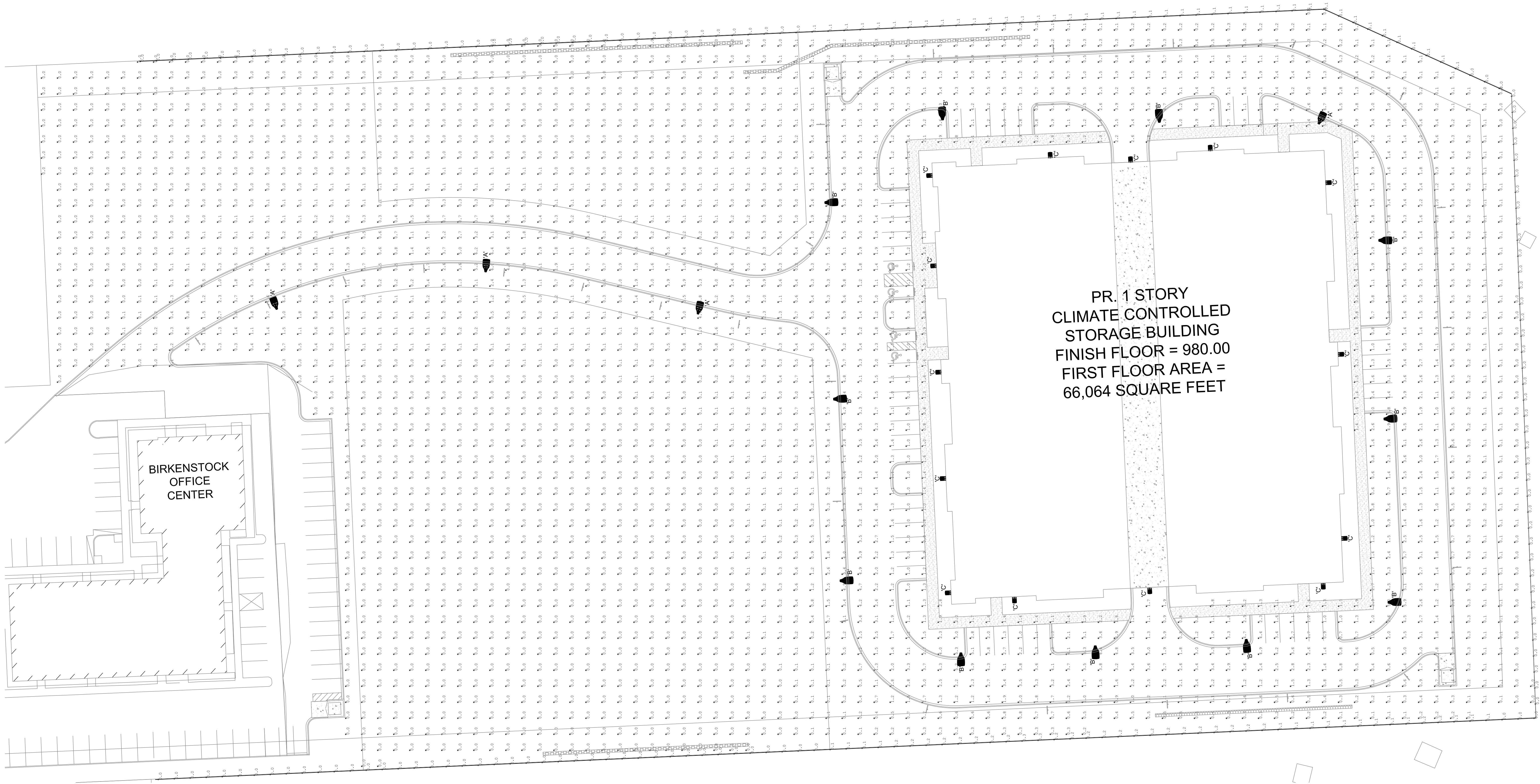
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CONSULTANT REVIEW
JANUARY 25, 2019
P.I.D. SITE SUBMISSION
JANUARY 29, 2019
P.I.D. RE-SUBMISSION
FEBRUARY 22, 2019



**BIRKENSTOCK
 OFFICE / STORAGE BUILDING**



PR. 1 STORY
 CLIMATE CONTROLLED
 STORAGE BUILDING
 FINISH FLOOR = 980.00
 FIRST FLOOR AREA =
 66,064 SQUARE FEET

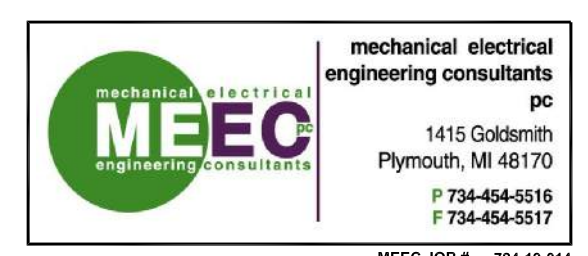
SITE PLAN - PHOTOMETRICS
 SCALE 1" = 30'-0"

Calculation Summary						
Label	Catc/Type	Units	Avg	Max	Min	Avg/Min
CatcPts_1	Illuminance	Fc	0.76	6.8	0.0	N.A.
PROPERTY LINE	Illuminance	Fc	0.05	0.3	0.0	N.A.
Entry Drive	Illuminance	Fc	1.98	6.8	0.2	9.90
Parking Drive	Illuminance	Fc	2.09	6.7	0.2	10.45

Luminaire Schedule									
Symbol	Qty	Label	Arrangement	Total Lamp Lumens	LLF	Description	Total Watts	BUG Rating	Lum. Watts
	4	A	SINGLE	N.A.	0.950	VISIONAIRE VSX-1-T2-15L-4K-VOLT SINGLE @ 20' MTG. HT.	408	B3-U0-G3	102
	11	B	SINGLE	N.A.	0.950	VISIONAIRE VSX-1-T3-15L-4K-VOLT SINGLE @ 20' MTG. HT.	1122	B3-U0-G3	102
	14	C	SINGLE	N.A.	0.950	VISIONAIRE VSC-1-T3-16LC-3-4K-VOLT WM @ 15' MTG. HT.	252	B1-U0-G1	18

02-22-19	PID Re-submission
01-29-19	PID Site submission
DATE	ISSUE

KEY PLAN



MEEC JOB # 72419474
 THIS DRAWING IS DIAGRAMMATIC AND SHOULD BE USED TO DETERMINE THE DESIGN INTENT. THE CONTRACTOR SHALL FIELD VERIFY ALL WORK AND SHALL NOTIFY THE ARCHITECT IMMEDIATELY OF ANY DISCREPANCIES IN THE DOCUMENTS BEFORE PROCEEDING. FAILURE TO DO SO WILL RESULT IN THE CONTRACTOR TAKING FULL RESPONSIBILITY AND LIABILITY FOR SAID DISCREPANCIES. NOTICE: THIS DRAWING AND THE DESIGN ARE THE PROPERTY OF MECHANICAL ELECTRICAL ENGINEERING CONSULTANTS, PC AND NO ALTERATIONS AND/OR TRANSFERS OF WORK ARE PERMITTED, UNLESS WRITTEN APPROVAL IS GRANTED BY MECHANICAL ELECTRICAL ENGINEERING CONSULTANTS, PC.

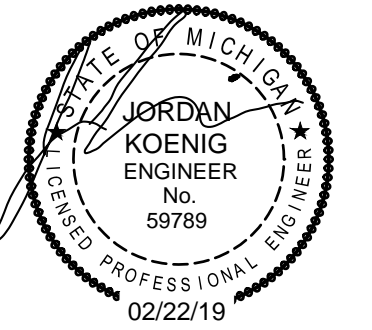
FSP PROJECT NO.

DRAWING TITLE

SITE PLAN - PHOTOMETRICS

DRAWING NUMBER

EX.001



VSX LED Specifications



Project Name: _____

Catalog Number: _____

Type: _____

The VSX LED Series offers clean, functional styling that is defined by its sleek low profile design and rugged construction. It combines LED performance and advanced LED thermal management technology and provides outdoor lighting that is both energy efficient and aesthetically pleasing.

The LED's performance and the driver's life are maximized by enclosing them in two separate cast aluminum housings. Easy access screw covers for mounting and maintenance.

The LED light assemblies come with 16 to 48 LEDs. Eight optical distribution patterns are available. Choose between 3000, 4000 or 5000 Kelvin temperature of the LEDs.

A durable polyester powder coat finish is guaranteed for five years, and is available in standard or custom colors.

The VSX LED series is an exceptional choice for commercial parking lots, office complexes, architectural projects, and other general lighting projects.

Ordering Information

MODEL	OPTICS	LEDs	CURRENT	KELVIN	VOLTAGE	MOUNTING	FINISH	OPTIONS	OPTIONS
VSX-1	T1	16LC	3	3K	UNV	AM	BZ	PCR-120	RPP3
	T2	32LC	5	4K	8	WM	BK	PCR-208	RPP4
	T3	48LC	7	5K	5	WH	SBK	PCR-240	RPP5
	T4		10			SWH	SBK	PCR-277	RPP5
	T4A					SWH	SBK	PCR-450	RPP5
	T5					SWH	SBK	PCR-450	RPP5
T5WR					SWH	SBK	PCR-450	RPP5	

VSC LED Specifications



Project Name: _____

Catalog Number: _____

Type: _____

The VSC LED well mount Series continues the unique contemporary design that is inspired by the VCollection light series. It combines LED performance and advanced LED thermal management technology and provides lighting that is energy efficient and aesthetically pleasing.

The LED performance and the driver's life are maximized by enclosing them in two separate cast aluminum housings. Easy access for mounting and maintenance.

The LED light assemblies come with 16, 32, or 48 LEDs.

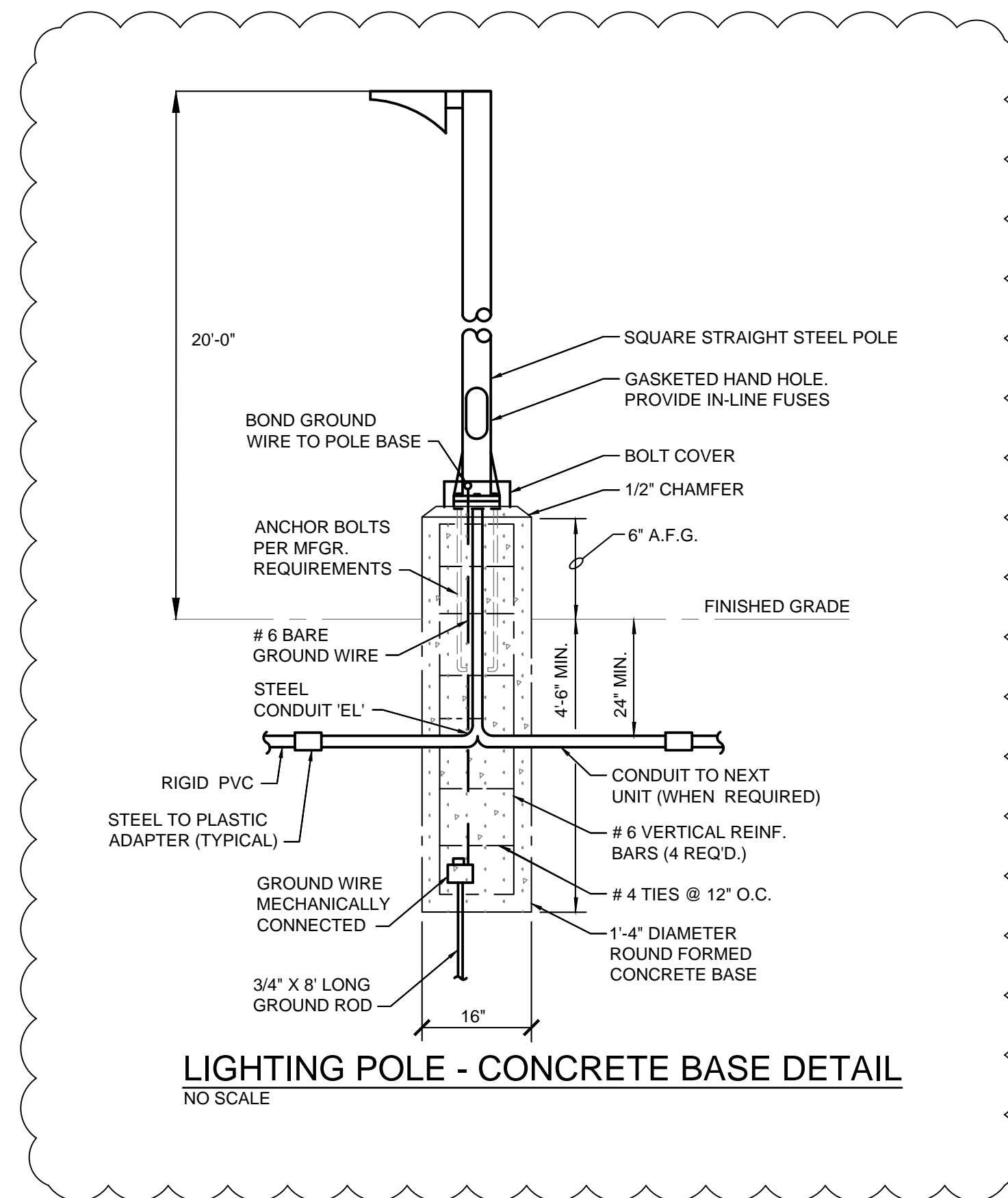
Six optical distribution patterns are available. Choose between 3000, 4000 or 5000 Kelvin temperature for the LEDs.

A durable polyester powder coat finish is guaranteed for five years, and is available in standard or custom colors.

The VSC Series is an exceptional choice for office complexes, schools, commercial buildings, and many architectural projects.

Ordering Information

MODEL	OPTICS	SOURCE	CURRENT	KELVIN	VOLTAGE	MOUNTING	FINISH	OPTIONS
VSC-1	T1	16LC	3	3K	UNV	WM	BZ	PC-120
	T2	32LC	5	4K	8	VCB	BK	PC-208
	T3	48LC	7	5K	5	VCB	SBK	PC-240
	T4		10			VCB	SWH	PC-277
	T5					VCB	SWH	PC-277
	T5W					VCB	SWH	PC-277



02-22-19	PID Re-submission
01-29-19	PID Site submission
DATE	ISSUE

mechanical electrical engineering consultants
MEEC
 1415 Goldsmith
 Plymouth, MI 48170
 P 734-454-5516
 F 734-454-5517

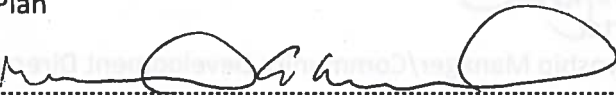
MEEC JOB # 726-19-014
 THIS DRAWING IS DIAGNOSTIC AND SHOULD BE USED TO DETERMINE THE DESIGN INTENT. THE CONTRACTOR SHALL FIELD VERIFY ALL WORK AND SHALL NOTIFY THE ARCHITECT IMMEDIATELY OF ANY DISCREPANCIES IN THE DOCUMENTS BEFORE PROCEEDING. FAILURE TO DO SO WILL RESULT IN THE CONTRACTOR TAKING FULL RESPONSIBILITY AND LIABILITY FOR SAID DISCREPANCIES. NOTICE: THIS DRAWING AND THE DESIGN ARE THE PROPERTY OF MECHANICAL ELECTRICAL ENGINEERING CONSULTANTS, P.C. AND NO ALTERATIONS AND/OR TRANSFERS OF WORK ARE PERMITTED UNLESS WRITTEN APPROVAL IS GRANTED BY MECHANICAL ELECTRICAL ENGINEERING CONSULTANTS, P.C.



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: May 2, 2019
RE: Livingston Christian School
Amendment to Special Land Use, Environmental Impact Assessment & Site Plan

MANAGERS REVIEW: 

In the following pages please find the project case file for the proposed amendment to the existing special land use, environmental impact assessment and site plan for the Livingston Christian School located within the Brighton Nazarene Church facility located at 7669 Brighton Road on parcel # 4711-25-400-059. The request is petitioned by Livingston Christian School and seeks to expand enrollment from the previously approved 200 students to no more than 280 students. The applicant has provided traffic study information based on current conditions which indicate no building or site improvements are necessary to accommodate the additional student enrollment.

Based on Zoning Ordinance Section 19.06 this request constitutes a major amendment to an existing special land use; therefore, new applications for special land use and site plan approval are required. Procedurally, the Planning Commission is to review the special land use, site plan and impact assessment and provide a recommendation on each to the Township Board (following a public hearing). The Township Board has the final review authority. At the April 8, 2019 Planning Commission meeting, the Commission recommended approval in regard to the Special Land Use, Impact Assessment and Site Plan. The motions below are based on the action taken by the Planning Commission.

Moved by _____, Supported by _____ to APPROVE the Special Land Use to increase the maximum number of students from 200 to 280. This approval is granted based upon finding consistency with the standards of section 19.03 of the Zoning Ordinance.

Moved by _____, Supported by _____, to APPROVE the environmental impact assessment dated March 11, 2019 as submitted.

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

Moved by _____, Supported by _____, to APPROVE the site plan dated March 11, 2019 with the condition that the applicant provide information to Township staff that the landscaping and other previously approved requirements have been implemented.

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

Sincerely,

Kelly VanMarter
Assistant Township Manager/Community Development Director



GENOA CHARTER TOWNSHIP

Special Land Use Application

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

APPLICANT NAME & ADDRESS: Livingston Christian Schools 7669 Brighton Rd, Brighton, MI 48116
Submit a letter of Authorization from Property Owner if application is signed by Acting Agent.

APPLICANT PHONE: (503) 710-4306 EMAIL: rwiegand@livingstonchristianschools.org

OWNER NAME & ADDRESS: Brighton Nazarene Church

SITE ADDRESS: 7669 Brighton Rd, Brighton, MI. 48116 PARCEL #(s): 4711-25-400-059

OWNER PHONE: (810) 227-6600 EMAIL: THENAZ@THENAZ.ORG

Location and brief description of site and surroundings:
Brighton Nazarene Church off Brighton Road located just east of Aljoann Rd

Proposed Use:

Currently being used as private Christian school with a maximum student total of 200. We would like to raise the total number of students to 280. No building improvements or site improvements are needed.

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

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

Private schools are listed as a Special Use for the current zoning and fits with the church on-site.

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

Raising the student total from 200 to 280 will have no additional impact on the general vicinity.

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

All of the essential infrastructure is in place and is able to accomodate the additional 80 students.

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

No

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

Private schools are listed as Special Use under the sites current zoning.

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

THE UNDERSIGNED _____ STATES THAT THEY ARE THE FREE OWNER OF THE PROPERTY OF PROPERTIES DESCRIBED ABOVE AND MAKES APPLICATION FOR THIS SPECIAL LAND USE PERMIT.

BY: Rob Wiggano

ADDRESS: _____

Contact Information - Review Letters and Correspondence shall be forwarded to the following:

Rob Wiggano of Livingston Christian Schools at RWiggano@LivingstonChristian
Name Business Affiliation Email SCHOOLS.ORG

FEE EXCEEDANCE AGREEMENT

As stated on the site plan review fee schedule, all site plans are allocated two (2) consultant reviews and one (1) Planning Commission meeting. If additional reviews or meetings are necessary, the applicant will be required to pay the actual incurred costs for the additional reviews. If applicable, additional review fee payment will be required concurrent with submittal to the Township Board. By signing below, applicant indicates agreement and full understanding of this policy.

SIGNATURE: Rob Wiggano

DATE: 3/12/19

PRINT NAME: ROBERT WIGGANO

PHONE: 503 710 4306



GENOA CHARTER TOWNSHIP
Application for Site Plan Review

TO THE GENOA TOWNSHIP PLANNING COMMISSION AND TOWNSHIP BOARD:

APPLICANT NAME & ADDRESS: Livingston Christian School 7669 Brighton Rd, Brighton, MI. 48116
If applicant is not the owner, a letter of Authorization from Property Owner is needed.

OWNER'S NAME & ADDRESS: Brighton Nazarene Church 7669 Brighton Rd, Brighton, MI 48116

SITE ADDRESS: 7669 Brighton Rd, Brighton, MI. 48116 PARCEL #(s): 4711-25-400-059

APPLICANT PHONE: (503) 710-4306 OWNER PHONE: (810) 227-6600

OWNER EMAIL: thenaz@thenaz.org

LOCATION AND BRIEF DESCRIPTION OF SITE: _____
Brighton Nazarene Church off Brighton Rd just east of Aljoann Rd.

BRIEF STATEMENT OF PROPOSED USE: _____
Currently being used as a Christian school with a maximum of 200 students. We would like to raise the student total to 280. No building improvements or site improvements will be needed.

THE FOLLOWING BUILDINGS ARE PROPOSED: No proposed Buildings.

I HEREBY CERTIFY THAT ALL INFORMATION AND DATA ATTACHED TO AND MADE PART OF THIS APPLICATION IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE AND BELIEF.

BY: [Signature]

ADDRESS: 7669 Brighton Rd, Brighton MI. 48116

Contact Information - Review Letters and Correspondence shall be forwarded to the following:

1.) ROB WIGGAND of LIVINGSTON CHRISTIAN SCHOOLS at RWIGGAND@LIVINGSTON
 Name Business Affiliation E-mail Address

CHRISTIAN SCHOOLS.ORG

FEE EXCEEDANCE AGREEMENT

As stated on the site plan review fee schedule, all site plans are allocated two (2) consultant reviews and one (1) Planning Commission meeting. If additional reviews or meetings are necessary, the applicant will be required to pay the actual incurred costs for the additional reviews. If applicable, additional review fee payment will be required concurrent with submittal to the Township Board. By signing below, applicant indicates agreement and full understanding of this policy.

SIGNATURE: [Signature] DATE: 3/12/19
 PRINT NAME: ROBERT WIGGAND PHONE: 503 710 4306
 ADDRESS: _____

**GENOA CHARTER TOWNSHIP
PLANNING COMMISSION
PUBLIC HEARING
APRIL 8, 2019
6:30 P.M.
MINUTES**

CALL TO ORDER: The meeting of the Genoa Charter Township Planning Commission was called to order at 6:30 p.m. Present were Chairman Doug Brown, Jeff Dhaenens, Jill Rickard, Marianne McCreary, Jim Mortensen and Eric Rauch. Absent was Chris Grajek. Also present was Kelly VanMarter, Community Development Director/Assistant Township Manager, Brian Borden of Safebuilt Studio, and Gary Markstrom of Tetra Tech. There were twelve audience members present.

PLEDGE OF ALLEGIANCE: The pledge of allegiance was recited.

Commissioner Rauch asked to be recused from Open Public Hearing #1 because his children attend Livingston Christian Schools.

Moved by Commissioner Mortensen, seconded by Commissioner Rickard, to recuse Commissioner Rauch from Open Public Hearing #1. **The motion carried unanimously.**

APPROVAL OF AGENDA:

Moved by Commissioner McCreary, seconded by Commissioner Mortensen, to approve the agenda as presented.

CALL TO THE PUBLIC: The call to the public was made at 6:32 pm with no response.

OPEN PUBLIC HEARING #1... Review of a special use, site plan and environmental impact assessment for a previously approved special use permit for K-12 Livingston Christian Schools located within the Brighton Church of the Nazarene. The property in question is located at 7669 Brighton Road, Brighton, Michigan, being Parcel #4711-25-400-059. The request is petitioned by Livingston Christian Schools.

- A. Recommendation of Special Use
- B. Recommendation of Environmental Impact Assessment (3-11-19)
- C. Recommendation of Site Plan (3-11-19)

Mr. Robert Wiegand of Livingston Christian Schools was present. He stated they currently have an allowable maximum student enrollment of 200 and would like to increase it to 280. They had a traffic study done by Boss Engineering and it showed

that the increase would not have a negative impact on their parking lot or Brighton Road.

Mr. Borden confirmed that the report submitted does show that the increase in enrollment will have no negative off-site impacts. He noted that all of the required improvements from the 2017 site plan approval shall be completed, such as if any required landscape has damaged or died, it should be replaced.

Mr. Markstrom agrees that the study that was done by Boss Engineering does not show negative impacts on Brighton Road. Any delay caused by queuing would be on their site and not on Brighton Road. He suggests that the field reviews continue on an annual basis.

There was a discussion regarding the possible need for future site improvements based on the continued increase in student population and traffic and how the Township would be able to request or enforce these improvements.

Mr. Wiegand stated they requested for the maximum to be 280; however, based on the room accommodation totals sheet he presented this evening, the enrollment could only ever be as high as 257 students. This amount would only be met if all of their classrooms were at capacity.

Commissioner Dhaenens asked Mr. Wiegand of the traffic conditions during night time events, such as the holiday concert. Mr. Wiegand stated it is very similar to church on Sunday.

Commissioner Rickard questioned if all of the required improvements have been made. Mr. Wiegand stated yes.

The call to the public was made at 6:57 pm with no response.

Moved by Commissioner Mortensen, seconded by Commissioner Rickard, to recommend to the Township Board approval of the revision to the Special Use for Livingston Christian Schools to increase the maximum number of students from 200 to 280. This recommendation is made because the Planning Commission believes that based on experience to date, it is a relatively minor change and continues to be consistent with the special land use standards of Section 19.03 of the Township Zoning Ordinance. **The motion carried unanimously.**

Moved by Commissioner Mortensen, seconded by Commissioner Rickard, to recommend to the Township Board approval of the Environmental Impact Assessment dated March 11, 2019 for Livingston Christian Schools to increase the maximum number of students from 200 to 280. **The motion carried unanimously.**

Moved by Commissioner Mortensen, seconded by Commissioner Rickard, to recommend to the Township Board approval of the Site Plan dated March 11, 2019 for Livingston Christian Schools to increase the maximum number of students from 200 to 280 conditioned upon the applicant assuring Township staff that the landscaping and other requirements previously approved have been implemented. **The motion carried unanimously.**

OPEN PUBLIC HEARING #2... Review of site plan and environmental impact assessment for a proposed 6,225 sq. ft. addition and parking lot expansion to the existing Transtar Autobody Technologies facility located at 2040 Heiserman Drive. The request is petitioned by ACS Build, Inc.

- A. Recommendation of Environmental Impact Assessment (3-20-19)
- B. Disposition of Site Plan (3-20-19)

Mr. Brian McQuade of ACS Build and Jesse Parkinson of Greentech were present.

Mr. McQuade stated they would like to build a 6,225 square foot addition for a training facility. They will not be increasing any employees. They will just be moving the training from Baker College in Flint to this location.

Mr. Borden reviewed his letter dated March 25, 2019.

1. A minor correction is needed to the building material depiction for the west elevation. Mr. McQuade stated the material is metal. The description is incorrect.
2. The proposed wall-mounted light fixtures will cast light outwards and do not meet ordinance standards. Mr. McQuade stated they will change them to meet the ordinance.
3. The applicant requests Planning Commission authorization to retain existing vegetation along the north side of the site in lieu of installing a Buffer Zone "A." The Planning Commission has the ability to waive this requirement.
4. The revised landscape plan does not incorporate the revisions to the proposed parking lot. Mr. McQuade will make this correction.
5. The plan should be corrected for consistency and one additional canopy tree is required. The applicant will meet this requirement.

located at 7669 Brighton Road, Brighton. The request is petitioned by Brighton Church of the Nazarene.

A. Disposition of amendment to special land use and site plan conditions.

Moved by Hunt and supported by Lowe to approve the amendments to the special land use and site plan conditions for the Brighton Church of the Nazarene for the reasons found by the Planning Commission with the following conditions:

- The landscape plan provided by Landscape Design and Associates dated Oct. 2, 2017 is approved.
- The requirement for the Church to maintain the off-premise tree line along Aljoann Road right-of-way is eliminated. The maintenance responsibilities are transferred to the Worden lake homeowner’s association as provided by Article 3, Section 3, Item 1 in the Declaration of Covenants and Building and Use Restrictions as recorded in Liber 2925 Page 0082.
- The requirement for the skate park security guard is discontinued.

The motion carried unanimously.

8. Consideration of a recommendation for approval with conditions regarding a special use application, environmental impact assessment and site plan for a proposed K-12 Livingston Christian School to be located within the Brighton Church of the Nazarene at 7669 Brighton Road, Brighton. The request is petitioned by Livingston Christian Schools.

A. Disposition of Special Use Application.

Moved by Lowe and supported by Hunt to approve the Special Land Use permit with conditions. This approval is granted based upon finding consistent with the standards of section 19.03 of the Zoning Ordinance and furthermore the use is found to be consistent with the general character in the area, which includes a number of churches and schools. This approval is based upon compliance with the following conditions:

- Student enrollment shall not exceed 200 students with the full implementation of the site plan corresponding to this approval.
- 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.
- 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.

The motion carried unanimously.

B. Disposition of Environmental Impact Assessment.

Moved by Hunt and supported by Lowe to approve the environmental impact assessment dated November 14, 2017 which includes the Traffic Impact Study dated November 14, 2017. The motion carried unanimously.

C. Disposition of Site Plan.

Moved by Hunt and supported by Lowe to approve the site plan dated November 14, 2017 with the following conditions:

- A Land Use Permit will be required prior to any construction.
- All site plan application fee exceedances shall be paid prior to issuance of the Land Use Permit.
- Water tap fees due to the City of Brighton shall be paid prior to issuance of a Land Use Permit.
- Any future signage is subject to permitting and shall comply with the sign ordinance and be approved by the Township.
- All requirements of the Brighton Area Fire Authority shall be met.

The motion carried unanimously.

9. Consideration of a recommendation for approval with conditions regarding a special use application, environmental impact assessment and site plan for proposed outdoor storage and parking lot improvements location at 5818 Sterling Drive, Howell. The request is petitioned by Dennis Cregar.

A. Disposition of Special Use Application.

Moved by Ledford and supported by Hunt to approve the Special Land use permit because it has been found that the requested use meets the requirements of Section 19.03 and 8.02.02 of the Township Ordinance. The motion carried as follows: Ayes – Ledford, Hunt, Lowe, Mortensen, Skolarus and Rogers. Nay – Croft.

B. Disposition of Environmental Impact Assessment.

Moved by Hunt and supported by Lowe to approve the Environmental Impact Assessment dated Nov. 14, 2017 as submitted. The motion carried as follows: Ayes – Ledford, Hunt, Lowe, Mortensen, Skolarus and Rogers. Nay – Croft.

C. Disposition of Site Plan.

Moved by Lowe and supported by Skolarus to approve the site plan as submitted. The motion carried unanimously.

from the site. Pastor Walls stated he is willing to work with the neighbors. He was not aware of their concerns until last month's Planning Commission meeting.

The call to the public was closed at 7:16 pm.

Moved by Mortensen, seconded by Rauch, to recommend to the Township Board approval of amendments to the special land use and site plan conditions for the Brighton Church of the Nazarene as follows:

- The site plan design of Landscape Design and Associates dated October 2, 2017 showing is recommended.
- The requirement that the Church of the Nazarene maintain the tree line along the ROW should be removed with the assumption of the maintenance responsibilities be transferred to the homeowner's association of Worden Lake Subdivision. This is consistent with the covenant in the master deed of the subdivision on Worden Lake.
- It is recommended that a paid security individual on site of the Church of the Nazarene be discontinued.

These recommendations are made for the following reasons:

- The construction a few years ago of the 6-foot high, 700-foot long fence along Aljoann shields the view of the church and its activities from the neighborhood.
- There has been no reported incidents requiring continuation of a security guard and during operation of the skate park, there is a director and volunteers available.
- This amendment does not include the northeast portion of the site where there are plantings on the church property, which will continue to be maintained by the Church of the Nazarene.

The motion carried unanimously.

OPEN PUBLIC HEARING #2... (Tabled 10-10-17) Review of a special use application, environmental impact assessment and site plan for a proposed K-12 Livingston Christian Schools to be located within the Brighton Church of the Nazarene at 7669 Brighton Road, Brighton. The request is petitioned by Livingston Christian Schools.

Planning Commission Recommendation of Petition:

- A. Recommendation of Special Use Application
- B. Recommendation of Environmental Impact Assessment
- C. Recommendation of Site Plan.

Commissioner Rauch asked to be excused from the discussion and motion as his children attend Livingston Christian Schools.

Moved by Mortensen, seconded Grajek, to excuse Commissioner Rauch. **The motion carried unanimously.**

Brett LaVanway of Boss Engineering, Steven Russo of Fleis & VandenBrink Engineering, Inc., and Rob Wiegand of Livingston Christian Schools were present.

Mr. LaVanway believes they have addressed all of the items requested at the previous Planning Commission meeting.

Mr. Borden reviewed his letter dated November 6, 2017.

- The general special land use standards have been met.
- The only deficiency with the specific use conditions is the east side parking lot setback.
- The site plan still shows an increase in building coverage; however, the building is not being expanded. This should be corrected.
- The Township can require looped or double-striped parking spaces for the modified parking area.
- When future signage is proposed, the applicant must obtain approval and a permit from the Township.
- They would like the applicant to describe where and how the students above the 3rd grade will be provided access to outdoor during the school day.
- They are suggesting that a method for the school to regularly report enrollment numbers to the Township be developed.

Mr. Wiegand stated that the play area is 7,300 square feet and the State of Michigan has approved this area for 250 kids. The school also believes this is sufficient for their students. They will also be utilizing the gymnasium for recess.

Ms. VanMarter asked to have a statement, such as "All of the children will use the playground or the gymnasium area during recess" added to the Impact Assessment.

Mr. Wiegand stated they have updated the lease agreement with the Church. Ms. VanMarter stated a letter was received from Pastor Walls stating that the church and the school have agreed to the proposed site plan. Commissioner Grajek asked if all of the site improvements have been agreed upon by the church and the school and has it been decided who will bear the cost. Mr. Wiegand stated this still needs to be discussed between the school and the church. They do not have bids yet. The commissioners would like to have an agreement between the church and the school submitted to the Township for review.

Mr. Markstrom stated that the applicant has completed the updated traffic study as requested. There was not a significant change from the study that was done in May of 2015.

Commissioner Mortensen questioned the Level of Service F on the traffic study. Mr. Russo stated there is a Level of Service F for the cars turning left out of the site onto

Brighton Road. This would cause a back-up on the site and not on the surrounding public streets.

Chairman Brown asked what the level of service will be on Aljoann. Mr. Russo stated he does not believe the level of service would be an F, as it is on the church site, but he cannot be sure without running the numbers.

Ms. VanMarter noted that there will be tap fees required to be paid to the City of Brighton. In 2015, the cost was \$81,000. She is not aware what it will be now and recommended the applicant check with the City of Brighton.

The call to the public was made at 8:01 pm.

Chairman Brown stated that a letter was received from Jay Johnson who is concerned with the traffic. He is suggesting using the church next door for a drop off and then the children could walk on the sidewalk to the church. He suggested a shuttle service be used during inclement weather.

The call to the public was closed at 8:04 pm.

Moved by Commissioner Mortensen, seconded by Commissioner Rickard, to recommend to the Township Board approval of the special use application to permit Livingston Christian Schools to operate a school on the site of the Church of the Nazarene with the following conditions:

- The terms of the special use agreement insofar as responsibilities between the Church of the Nazarene and the Livingston Christian Schools will be spelled out in a way that is satisfactory to the Township attorney prior to the issuance of a special land use permit. The agreement can be a copy of the lease agreement between the Livingston Christian Schools and the Church of the Nazarene.
- A copy of the Livingston Christian Schools' annual report to the State of Michigan certifying the school enrollment shall be provided to the Township.

This recommendation for the special use application is made because the Planning Commission finds it is consistent with the requirements of Section 19.03 of the Township Zoning Ordinance, and furthermore, is consistent with the general character in the area, which consists of a number of churches and schools.

The motion carried unanimously.

Moved by Commissioner Mortensen, seconded by Commissioner Grajek, to recommend to the Township Board approval of the impact assessment with a revision date of October 25, 2017 to permit Livingston Christian Schools to operate a school on the site of the Church of the Nazarene with the following note added:

- "The playground will be confined to the outdoor area identified on the site plan reviewed tonight by the Planning Commission as well as the gymnasium".

The motion carried unanimously.

Moved by Commissioner Mortensen, seconded by Commissioner Rickard, to recommend to the Township Board approval of the site plan dated October 25, 2017 to permit Livingston Christian Schools to operate a school on the site of the Church of the Nazarene with the following conditions:

- Correction on the site plan to indicate that the building coverage is 8.19 percent and not 6.99 percent.
- Parking spaces in the modified parking area will be double striped / looped
- Any future signage will need to be approved by the Township.
- The requests of the Engineer in his letter dated November 6, 2017 shall be met.
- The requests of the Brighton Area Fire Authority in their letter dated November 7, 2017 shall be met.
- The applicant shall play the required tap fees to the City of Brighton.

The motion carried unanimously.

NEW BUSINESS:

OPEN PUBLIC HEARING #3... Review of a special use application, environmental impact assessment, and site plan for proposed outdoor storage and parking lot improvements located at 5818 Sterling Drive, Howell. The request is petitioned by Dennis Cregar.

Planning Commission Recommendation of Petition:

- A. Recommendation of Special Use Application
- B. Recommendation of Environmental Impact Assessment.
- C. Recommendation of Site Plan

Mr. Brent LaVanway and Mr. Dennis Cregar were present. Mr. LaVanway stated that they would like to add fencing to screen their outdoor storage. They will be making improvements to the parking lot, which will include additional parking spaces. These spaces are used for employees as well as training and staff meetings that are occasionally held at this location. Additional improvements to the site will be signage and a dumpster enclosure. They will also be requesting to connect to public water and sewer.

Mr. Borden reviewed his letter dated November 1, 2017.

- The special land use standards of Article 19 are met.
- The Planning Commission will need to approve a six-foot privacy fence in lieu of Buffer Zone B for the accessory outdoor storage area.
- The Planning Commission has the authority to require the applicant to install the banked parking spaces if they feel they are necessary.
- He suggests adding a note to the impact assessment stating the applicant acknowledges he may be required to install the banked parking spaces if required by the Township.



love God.love all people.love in action

April 2, 2019

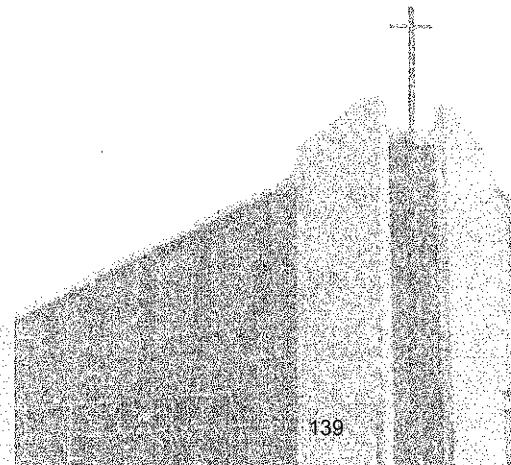
To Whom It May Concern:

In reference to Livingston Christian School's request to increase their enrollment, the Brighton Nazarene Church gives its approval for that increase.

Sincerely,

Pastor Ben Walls

Brighton Nazarene Church
7669 Brighton Rd. Brighton, MI 48116
810.227.6600 www.thenaz.org



March 27, 2019

Planning Commission
Genoa Township
2911 Dorr Road
Brighton, Michigan 48116

Attention:	Kelly Van Marter, AICP Planning Director and Assistant Township Manager
Subject:	Livingston Christian Schools – Special Land Use and Site Plan Review #1
Location:	7669 Brighton Road – northwest corner of Brighton and Aljoann Roads
Zoning:	SR Suburban Residential

Dear Commissioners:

At the Township’s request, we have reviewed the submittal from Livingston Christian Schools, including the special land use application (dated 3/12/19) and site plan (dated 3/11/19).

A. Summary

1. The special land use standards of Section 19.03 are generally met; however, any comments provided by the Township Engineer and/or Brighton Area Fire Authority must be addressed.
2. The proposed amendment does not alter the site’s general compliance with the use conditions of Section 3.03.02(1). The lone exception being a deficient parking lot setback that pre-dates the inclusion of a private school.
3. The applicant must complete any improvements required by the 2017 approval that have not been fully implemented.
4. If any required landscaping has been damaged or died since planting, it must be replaced.

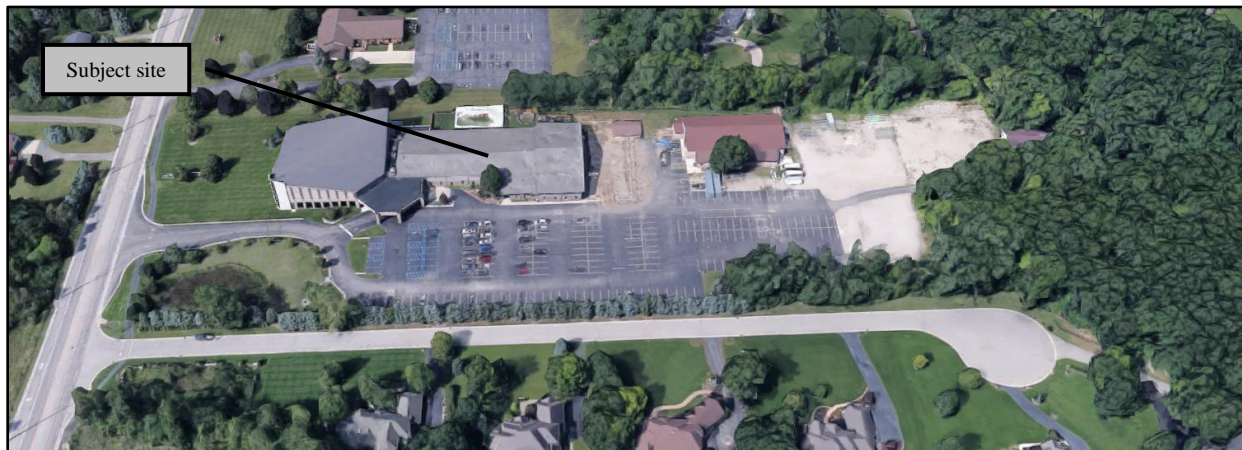
B. Proposal/Process

The applicant seeks to expand the enrollment for the existing private school to no more than 280 students. In 2017, the Township granted special land use and site plan approval for not more than 200 students.

Per Section 19.06, the current request constitutes a major amendment to an established special land use, which requires submittal/review of a new application.

Additionally, site plan review is required for all special land uses, though the applicant does not propose any exterior site or building improvements.

Procedurally, the Planning Commission is to review the requests for special land use, site plan and impact assessment and provide a recommendation on each to the Township Board following a public hearing.



Aerial view of site and surroundings (looking west)

C. Special Land Use Review

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

- 1. Master Plan.** The Master Plan and Future Land Use Map identify the property as Low Density Residential, which is generally intended for single-family residences on 1-acre lots.

The Plan does not reference institutional uses within this category, though it is generally understood that uses such as churches and schools are quite common in residential areas. Additionally, one of the Plan's goals is to "accommodate a variety of land uses that are located in a logical pattern and complement community goals, the surrounding land uses, environment, capacity of roads and the sanitary sewer, and public water system capabilities."

Given this, we do not believe the proposed amendment will alter the favorable finding made during the 2017 approval.

- 2. Compatibility.** The site is adjacent to another institutional use, as well as a residential neighborhood. There are also other school facilities along Brighton Road.

Provided all of the improvements required of the 2017 approval have been properly implemented – most notably, the buffering along the east side of the property – expansion of the student enrollment as proposed, is not expected to alter the favorable finding made with the original approval.

- 3. Public Facilities and Services.** As a developed property along a major roadway, we anticipate necessary public facilities and services are in place. With that being said, the Commission should consider any comments provided by the Township Engineer and/or Brighton Area Fire Authority with respect to this standard.
- 4. Impacts.** The primary concerns over the initial request were tied to traffic impacts. The applicant previously instituted parking lot/driveway improvements, as well as an educational plan for staff, students and parents to alleviate these concerns.

Based on a study prepared by the applicant's engineer (letter dated March 11, 2019), the site is expected to be able to accommodate the increase in student enrollment from a traffic management standpoint without the need for further improvements.

Provided the Township Engineer concurs with the findings of the letter, off-site impacts are not anticipated.

5. Mitigation. If new concerns arise as part of the review process, the Township may require additional efforts to mitigate potential adverse impacts.

D. Use Conditions

As outlined in our 2017 review of the project, the use conditions of Section 3.03.02(1) for churches and similar places of worship, which include accessory private schools, are generally met.

The only item not met is the parking lot setback from the east side lot line, which was an established condition of the church long before inclusion of the school.

The current proposal to expand student enrollment does not alter the general compliance with this section of the Ordinance.

E. Site Plan Review

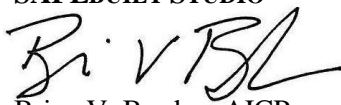
As previously noted, no exterior site or building improvements are proposed as part of the proposed amendment to the approved special land use and site plan. However, site plan review is required given the need for a new a special land use approval.

Our only comment is that any site improvements not fully implemented since the 2017 approval must be completed. Of note would be the replacement of any required landscaping that has been damaged or died since planting.

Should you have any questions concerning this matter, please do not hesitate to contact our office. I can be reached by phone at (248) 586-0505, or via e-mail at bborden@safebuilt.com.

Respectfully,

SAFEBUILT STUDIO



Brian V. Borden, AICP
Planning Manager



April 3, 2019

Ms. Kelly Van Marter
Genoa Township
2911 Dorr Road
Brighton, MI 48116

**Re: Livingston Christian School Amendment
Site Plan Review No. 1**

Dear Ms. Van Marter:

Tetra Tech conducted a review of the proposed Livingston Christian Schools future queuing/parking site plan last dated March 11, 2019. The plans and impact assessment were submitted by Boss Engineering on behalf of Livingston Christian Schools. Livingston Christian Schools is located at 7669 Brighton Road. The petitioner is proposing to increase their maximum student total from 200 students to 280 students.

Boss Engineering performed a parking and queuing study of the existing parking conditions with 196 students and found that the maximum cars in the parking lot at pick up and drop off times was 57 and the maximum number of vehicles queuing in the parking lot during this time was 18. Using this information Boss Engineering predicted parking and queuing levels for the proposed 280 students and their results show that the maximum number cars in the parking lot at pick up and drop off times will increase to 95, and the maximum number of vehicles queuing in the parking lot will increase to 30. The current parking lot has a capacity of 198 spaces and should be able to accommodate the increased number of cars in the parking lot. Based on the provided site plan and queuing study, any delay caused by queuing should be on-site and should not impact traffic on Brighton Road; therefore, we have no engineering related concerns to the proposed increase in students. However, we do recommend that as the student population grows, the same field review be performed at least annually to determine if the predictions of traffic movements is still applicable.

Please call or email if you have any questions.

Sincerely,

A blue ink signature of Gary J. Markstrom.

Gary J. Markstrom, P.E.
Vice President

A blue ink signature of Shelby Scherdt.

Shelby Scherdt
Project Engineer

Tetra Tech

401 South Washington Square, Suite 100, Lansing, MI 48933
Tel 517.316.3930 Fax 517.484.8140 www.tetrattech.com



BRIGHTON AREA FIRE AUTHORITY

615 W. Grand River Ave.
Brighton, MI 48116
o: 810-229-6640 f: 810-229-1619

March 18, 2019

Kelly VanMarter
Genoa Township
2911 Dorr Road
Brighton, MI 48116

RE: Livingston Christian Schools -
Request to increase student size from 200 to 280
7669 Brighton Rd.
Genoa Twp., MI

Dear Kelly,

The Brighton Area Fire Department has reviewed the above mentioned site plan. The plans were received for review on March 13, 2019 and the drawings are dated March 11, 2019. The project is for the alteration of the access drives to accommodate the traffic flow of a proposed new school to be administered in an existing Assembly/Educational Occupancy. The plan review is based on the requirements of the International Fire Code (IFC) 2015 edition.

The Brighton Area Fire Authority has no objection to the submittal and proposed vehicle circulation plan.

If you have any questions about the comments on this plan review please contact me at 810-229-6640.

Cordially,

A handwritten signature in black ink, appearing to read "R. Boisvert".

Rick Boisvert, CFPS
Fire Marshal

**IMPACT ASSESSMENT
FOR
SITE PLAN PETITION
“LIVINGSTON CHRISTIAN SCHOOLS”
GENOA TOWNSHIP, LIVINGSTON COUNTY
MICHIGAN**

Prepared for:

**LIVINGSTON CHRISTIAN SCHOOLS
7669 BRIGHTON ROAD
BRIGHTON, MICHIGAN 48116
(810) 900-1200**

Prepared by:

**BOSS ENGINEERING COMPANY
3121 E. GRAND RIVER
HOWELL, MI 48843
(517) 546-4836**

March 11, 2019

19-045

INTRODUCTION

The purpose of this Impact Assessment (IA) report is to show the effect that this proposed development may have on various factors in the general vicinity of the project. The format used for presentation of this report conforms to the *Submittal Requirements For Impact Assessment* guidelines in accordance with Section 18.07 of the published Zoning Ordinance for Genoa Township, Livingston County, Michigan.

DISCUSSION ITEMS

A. Name(s) and address(es) of person(s) responsible for preparation of the impact assessment and a brief statement of their qualifications.

Prepared By :
Brent W. LaVanway, P.E.
BOSS ENGINEERING COMPANY
Civil Engineers, Land Surveyors, Landscape Architects and Planners
3121 E. Grand River
Howell, MI 48843
(517) 546-4836

Prepared For :
Livingston Christian Schools
Client
7669 Brighton Road
Brighton, MI 48116
(810) 900-1200

B. Map(s) and written description / analysis of the project site including all existing structures, manmade facilities, and natural features. The analysis shall also include information for areas within 10 feet of the property. An aerial photograph or drawing may be used to delineate these areas.

The site is located on the north side of Brighton Road immediately west of the Worden Lake Woods development and slightly west of the entrance to Brighton High School. The subject property is the current Livingston Christian Schools building and the Brighton Nazarene Church Facility. There is the existing church building, parking lot, detention basin and parsonage. The north end of the property is heavily wooded. There are established tree row buffers on the east and west property lines. The subject property and both adjacent properties are zoned Suburban Residential (SR). The Brighton Nazarene Church also owns the contiguous parcel to the north.

C. Impact on natural features: A written description of the environmental characteristics of the site prior to development and following development, i.e., topography, soils, wildlife, woodlands,

mature trees (eight-inch caliper or greater), wetlands, drainage, lakes, streams, creeks or ponds. Documentation by a qualified wetland specialist shall be required wherever the Township determines that there is a potential regulated wetland. Reduced copies of the Existing Conditions Map(s) or aerial photographs may accompany written material.

The total site area is 16.43 acres. The front (south) portion of the site is the existing Church facility, associated parking lot, detention basin and parsonage. The developed site slopes south toward Brighton Road and the remainder of the site slopes north toward Worden Lake. The undeveloped portion of the site is predominantly wooded with the north end of the parcel terminating at Worden Lake. The USDA Soil Conservation Service soil classification for the site is Boyer-Oshtemo Loamy Sand.

There are no new buildings OR parking improvements needed.

D. Impact on storm water management: Description of measures to control soil erosion and sedimentation during grading and construction operations and until a permanent ground cover is established. Recommendations for such measures may be obtained from County Soil Conservation Service.

Since this project is for increased enrollment and will not require any site development, no storm water management is being proposed. The site as a whole currently manages storm water through existing catch basins and pipes that discharge into an existing detention basin located towards the front of the site.

E. Impact on surrounding land use: Description of the types of proposed uses and other man made facilities, including any project phasing, and an indication of how the proposed use conforms or conflicts with existing and potential development patterns. A description shall be provided of any increases of light, noise or air pollution which could negatively impact adjacent properties.

As previously stated, the site is the current home of the Brighton Nazarene Church. During the school year a portion of the Church is occupied by the Livingston Christian School (LCS).

In general, the site will see an increase in use due to proposed increased enrollment. Increased use would be during AM and PM peaks for short periods of time during school drop off and pick up times which again, would be offset from school start and dismissal times of Brighton High School.

F. Impact on public facilities and services: Description of number of expected residents, employees, visitors, or patrons, and the anticipated impact on public schools, police protection and fire protection. Letters from the appropriate agencies may be provided, as appropriate.

The current use of the facility is for Sunday Church services however additional activities take place throughout the week. These activities vary from small group meetings to additional worship services. Typically, these occur during off peak traffic hours thus do not significantly impact the traffic on Brighton Road. The site is serviced by public water and a septic system. The public water is provided by the City of Brighton. The septic system is under the jurisdiction of the Livingston County Health Department.

LCS occupies a portion of the Church during the school year as a private Christian School. The hours of operation have been scheduled to minimize traffic impacts on Brighton Rd. For this submittal, an enrollment of 280 students was used.

Regarding coordination and communication between the school and church and potential impacts to visitors, schools and residents, agents representing both entities have been chosen. Part of these agents' duties are to have an open line of communication in coordinating and scheduling events to avoid any potential conflicts between the two entities. All events held at the church would be subject to approval by the church staff.

There will be minimal impact on Brighton Area Schools and very minimal impact on the police and fire departments.

G. Impact on public utilities: Description of the method to be used to service the development with water and sanitary sewer facilities, the method to be used to control drainage on the site and from the site, including runoff control during periods of construction. For sites service with sanitary sewer, calculations for pre- and post development flows shall be provided in equivalents to a single-family home. Where septic systems are proposed, documentation or permits from the Livingston County Health Department shall be provided.

The development is currently served by both public water and septic system and no changes to the site are planned.

H. Storage or handling of any hazardous materials: Description of any hazardous substances expected to be used, stored or disposed of on the site. The information shall describe the type of materials, location within the site and method of containment. Documentation of compliance with federal and state requirements, and a Pollution Incident Prevention Plan (PIPP) shall be submitted, as appropriate.

There will be no hazardous materials used or disposed of on this site.

I. Impact on traffic and pedestrians: A description of the traffic volumes to be generated based on national reference documents, such as the most recent edition of the Institute of Transportation Engineers Trip Generation Manual, other published studies or actual counts of similar uses in Michigan.

Please see the Parking Lot-Vehicle Queuing Report prepared by Boss Engineering dated March 11, 2019 (Appendix A, attached).

In addition to the Site Access and Circulation Evaluation and more in terms of on-site circulation and traffic the school will host a Family Fall Meeting prior to school starting where site circulation will be talked about with the parents and students. Informational handouts would be distributed covering the following items in terms of safe site circulation:

- Enter the parking lot and drive north, follow designated markings towards pick up/drop off area
- While unloading passengers put the car in park and stay clear of pedestrian crosswalk. Beware of parents and children standing in pedestrian marked areas and walking to and from designated parking area.
- Drivers depart the pick up/drop off zone by following the designated markings and exiting via the 2 parallel lanes.
- Vehicles designated for the school students and parents should remain locked at all times.

- Inform students and parents alike that you cannot make a right turn onto Brighton Rd then turnaround and head back east on Brighton Rd.

J. A detailed traffic impact study shall be submitted for any site over ten (10) acres in size which would be expected to generate 100 directional vehicle trips (i.e. 100 inbound or 100 outbound trips) during the peak hour of traffic of the generator or on the adjacent streets.

Prior analysis was completed by the Livingston County Road Commission and Fleis & Vandenbrink provided an updated Site Access and Circulation Evaluation dated 11-14-17.

K. Special Provisions: General description of any deed restrictions, protective covenants, master deed or association bylaws.

The School requires a Special Use Permit to operate in a residentially zoned district.

L. A list of all sources shall be provided.

Genoa Township's *Submittal Requirements For Impact Assessment*

Genoa Township Zoning Ordinances

Soil Survey of Livingston County, Michigan, U.S.D.A. Soil Conservation Service

APPENDIX A

Parking Lot-Vehicle Queuing Report
prepared by
Boss Engineering
3/11/19

March 11, 2019

Genoa Township Zoning Department
Attn: Kelly VanMarter
2911 Dorr Road
Brighton, MI 48116

RE: Livingston Christian School Parking Lot/Vehicle Queuing Study

Ms. VanMarter,

Boss Engineering has been hired by the Livingston Christian School (LCS) located at 7669 Brighton Road in Brighton, Michigan to observe queuing and parking during morning and afternoon drop off and pick up times. The results of this report are to aid in evaluating the potential of increasing enrollment in grades Pre-Kindergarten (PK) to 12th from the current number of 169 students to 280 students.

Background data supplied by LCS to inform parking needs and support the evaluation includes:

- LCS families with students in PK-12: 100
- LCS staff (park, don't drop off) with students in PK-12: 10
- Total Current LCS Staff: 26
- Total Future LCS Staff (for proposed 280 students): 29
- LCS student drivers (park, don't drop off): 12
- The above data shows a potential of 78 cars using the drop-off/pick-up line on a daily basis.
- This number DOES NOT include the following, which reduce that number:
 - carpools (estimate reduction of 8 vehicles)
 - families with 1/2 days students only: 4 (pick up at 11am)
 - families with all students involved in sports with practices/games after school (varies by sports and seasons from September-March)
 - estimated average number of cars using the drop-off/pick up line on a daily basis: 60

Boss Engineering staff observed queuing during morning drop-off time (7:45 a.m. to 8:15 a.m.) and afternoon pick-up time (2:45 p.m. to 3:15 p.m.) on three consecutive days: Tuesday through Thursday, March 5 through March 7, 2019. Parking lot occupancy numbers at the beginning and end of observation times, as well as times with the largest number of cars waiting in a queue for drop-off/pick-up or exiting onto Brighton Road are listed below:

- Tuesday, March 5, 2019
 - A.M. Drop-off: 7:45 a.m. (15) vehicles in parking lot
 - 7:51 a.m. (6) vehicles queuing to drop off
 - 7:59 a.m. (6) vehicles queuing to drop off
 - 7:55 a.m. (9) vehicles queuing to turn left onto Brighton Road
 - 8:14 a.m. (43) vehicles in parking lot

P.M. Drop-off: 2:45 p.m. (49) vehicles in parking lot
3:03 p.m. (18) vehicles queuing to pick up
3:09 p.m. (4) vehicles queuing to turn left onto Brighton Road
3:15 p.m. (38) vehicles in parking lot

- Wednesday, March 6, 2019

A.M. Drop-off: 7:45 a.m. (19) vehicles in parking lot

7:50 a.m. (7) vehicles queuing to drop off

8:15 a.m. (42) vehicles in parking lot

P.M. Drop-off: 2:45 p.m. (57) vehicles in parking lot

2:59 p.m. (13) vehicles queuing to pick up

3:03 p.m. (4) vehicles queuing to turn left onto Brighton Road

3:15 p.m. (37) vehicles in parking lot

- Thursday, March 07, 2019

A.M. Drop-off: 7:45 a.m. (25) vehicles in parking lot

7:52 a.m. (9) vehicles queuing to drop off

7:52 a.m. (4) vehicles queuing to turn left onto Brighton Road

8:00 a.m. (4) vehicles queuing to turn left onto Brighton Road

8:15 a.m. (43) vehicles in parking lot

P.M. Drop-off: 2:45 p.m. (56) vehicles in parking lot

2:59 p.m. (18) vehicles queuing to pick up

3:01 p.m. (5) queuing to turn left onto Brighton Road

3:15 p.m. (29) vehicles in parking lot

Utilizing the maximum observed numbers and assuming the same conditions, we can extrapolate to forecast the increase of students from 169 now to the proposed 280. (Future maximum numbers were calculated by using the maximum observed number divided into the current total number of students – 169 – to assign the number of students per vehicle. The number of students per vehicle was then divided into the proposed future number of students – 280 – to arrive at the future maximum number.)

- Current Students: 169

Current Maximum Vehicles in Parking Lot at a.m. Drop Off Start and End: 25, 43

Current Maximum Vehicles in Parking lot at p.m. Pick Up Start and End: 57, 38

Current Maximum Vehicles Queuing for a.m. Drop Off: 9

Current Maximum Vehicles Queuing for p.m. Pick Up: 18

Current Maximum Vehicles Queuing to Turn Left onto Brighton Road at a.m. Drop Off: 9

Current Maximum Vehicles Queuing to Turn Left onto Brighton Road at p.m. Pick Up: 5

- Proposed Future Students: 280
 - Future Maximum Vehicles in Parking Lot at a.m. Drop Off Start and End: 42, 72
 - Future Maximum Vehicles in Parking lot at p.m. Pick Up Start and End: 95, 63
 - Future Maximum Vehicles Queuing for a.m. Drop Off: 15
 - Future Maximum Vehicles Queuing for p.m. Pick Up: 30
 - Future Maximum Vehicles Queuing to Turn Left onto Brighton Road at a.m. Drop Off: 15
 - Future Maximum Vehicles Queuing to Turn Left onto Brighton Road at p.m. Pick Up: 9

Based on these forecasted counts, no changes would be required to the parking lot capacity which has 198 spaces. Similarly, queuing counts for a.m. drop off (15) and p.m. pick up (30) would continue to be accommodated by the current parking lot configuration (see attached drawing).

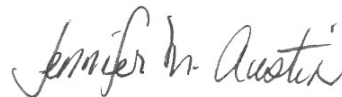
Because of the forecasted count of 15 vehicles queuing to turn left onto Brighton Road, the queue would back up into the parking lot and potentially impact those vehicles still queuing for pick up (see attached drawing). There would be a continued need for parent orientation to facilitate proper entry and exit onto Brighton Road.

Sincerely,

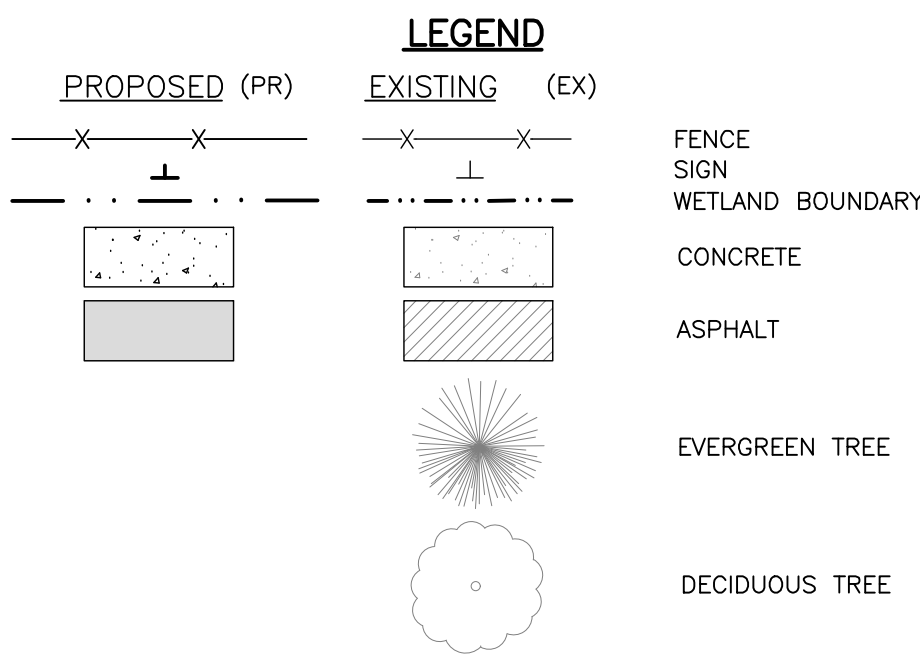
BOSS ENGINEERING COMPANY



Brent LaVanway, P.E.
Vice President
Director of Engineering



Jennifer M. Austin
Project Landscape Architect

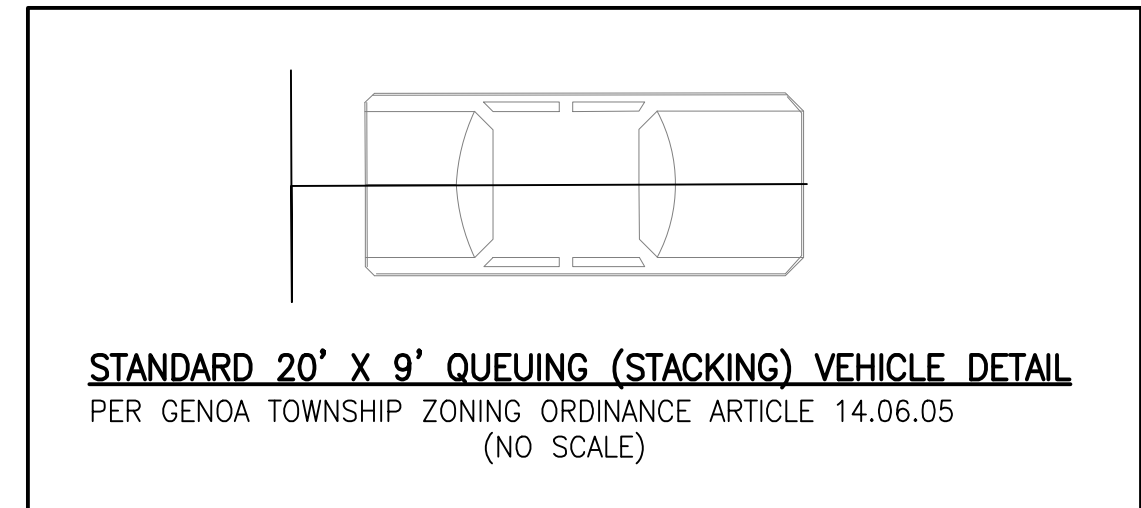
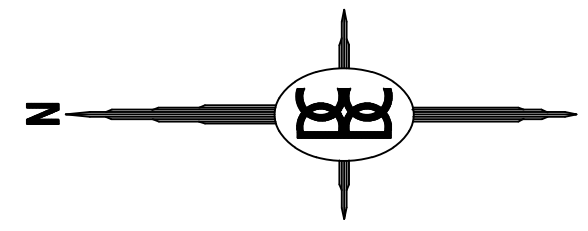
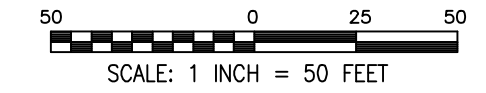


CHURCH SITE DATA

ZONING	EXISTING/REQUIRED SUBURBAN RESIDENTIAL(SR)	PROPOSED SUBURBAN RESIDENTIAL(SR)
AREA (GROSS)	3 ACRES (+15000SQFT PER 100 PERSON SEATING CAPACITY)	16.43 ACRES
AREA (NET)	3 ACRES (+15000SQFT PER 100 PERSON SEATING CAPACITY)	15.86 ACRES
LOT WIDTH	100 FT	331.64 FT
USE	CHURCH	CHURCH
SETBACKS		
FRONT	40 FT	207.2 FT
SIDE	20 FT	26.83 FT
REAR	50 FT	214.6 FT
PARKING	50 FT	50.05 FT
MAX. LOT COVERAGE	20% BUILDING (8.19%) 35% IMPERVIOUS (23.07%)	8.19% 23.95%
PARKING - 1 SPACE PER 3 SEATS IN WORSHIP AREA (520 SEATS/3 = 174 SPACES) 200 SPACES (174 SPACES REQUIRED) 5 BARRIER FREE SPACES		198 SPACES 15 BARRIER FREE SPACES
(FOR MAX CAPACITY SERVICES ARRANGEMENTS ARE MADE TO UTILIZE BRIGHTON HIGH SCHOOLS PARKING LOT)		
SOILS (PER U.S.D.A. SOIL SURVEY) BOYER-OSHTEMO LOAMY SANDS, 0 TO 2 PERCENT SLOPES		
NO NEW SIGNAGE PROPOSED		

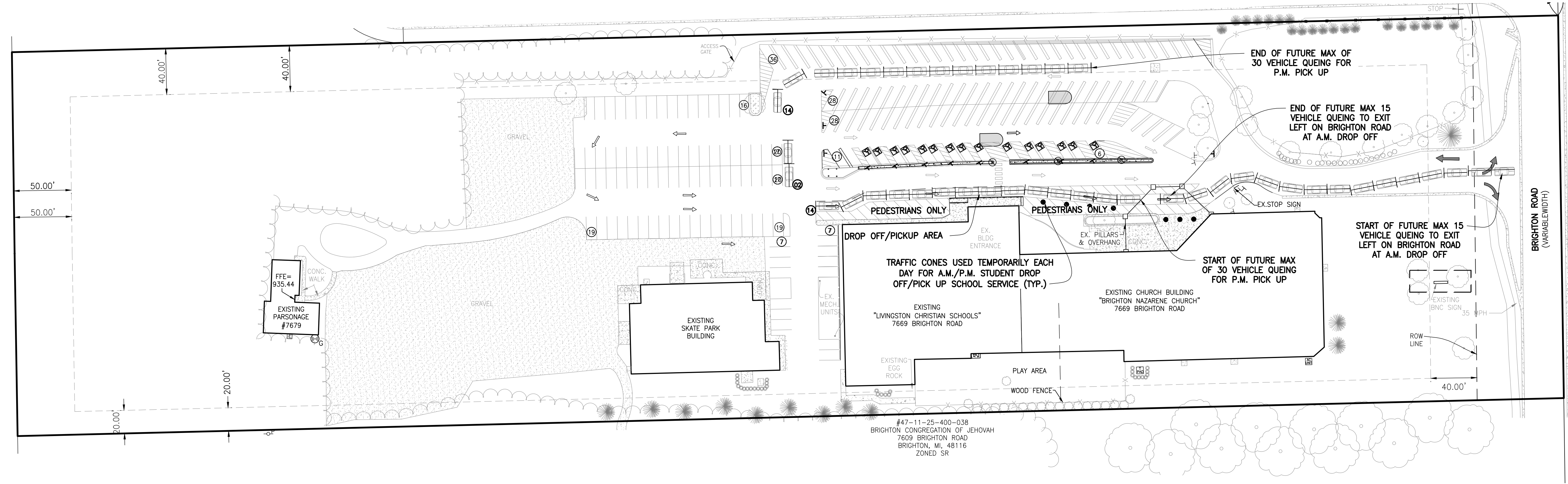
UPDATED PROPOSED SCHOOL SITE DATA (280 STUDENTS)

ZONING	EXISTING/REQUIRED SUBURBAN RESIDENTIAL(SR)	PROPOSED SUBURBAN RESIDENTIAL(SR)
AREA (GROSS)	SEE LEFT	SEE LEFT
AREA (NET)	SEE LEFT	SEE LEFT
LOT WIDTH	SEE LEFT	SEE LEFT
USE	PRIVATE SCHOOL	PRIVATE SCHOOL
SETBACKS	SEE LEFT	SEE LEFT
MAX. LOT COVERAGE	SEE LEFT	SEE LEFT
PARKING SCHOOL - 1 SPACE PER TEACHER, FACULTY, ADMINISTRATOR AND FOR EACH 10 STUDENTS, IN ADDITION TO THE REQUIREMENTS FOR AUDITORIUM: (280 STUDENTS/10=28 SPACES) + 29 FACULTY = 57 SPACES		
PARKING AUDITORIUM - 1 SPACE PER EACH 3 SEATS OR 6 FEET OF BLEACHERS: (230 SEATS MAX. /3= 77 SPACES) TOTAL SPACES REQUIRED: 162		TOTAL SPACES PROVIDED: 198



SUMMARY OF FUTURE QUEUING/PARKING IMPACTS BASED ON PROJECTED 280 STUDENT COUNT:

- FUTURE MAXIMUM VEHICLES IN PARKING LOT AT A.M. DROP OFF START AND END: 42, 72
- FUTURE MAXIMUM VEHICLES IN PARKING LOT AT P.M. PICK UP START AND END: 95, 63
- FUTURE MAXIMUM VEHICLES QUEUING FOR A.M. DROP OFF: 15
- FUTURE MAXIMUM VEHICLES QUEUING FOR P.M. PICK UP: 30
- FUTURE MAXIMUM VEHICLES QUEUING TO TURN LEFT ONTO BRIGHTON ROAD AT A.M. DROP OFF: 15
- FUTURE MAXIMUM VEHICLES QUEUING TO TURN LEFT ONTO BRIGHTON ROAD AT P.M. PICK UP: 9



- NOTES:**
- ALL ORANGE TRAFFIC CONES TO BE PLACED 9' ON CENTER
 - TRAFFIC CONES WILL BE PLACED TEMPORARILY TO ASSIST WITH SCHOOL SERVICE PICK-UP AND DROP-OFF. TRAFFIC CONES WILL THEN BE REMOVED FOR ANY CHURCH SERVICE OR RELATED ACTIVITY UNLESS OTHERWISE NOTED.
 - PROPOSED SCHOOL START AND END TIMES WILL BE 8:00AM AND 3:00PM RESPECTIVELY PROVIDING A 30 MINUTE SEPARATION OF START AND END TIMES OF BRIGHTON HIGH SCHOOL WHICH IS IN CLOSE PROXIMITY.
 - VOLUNTEER PARKING LOT ATTENDANTS WILL BE AVAILABLE TO HELP COORDINATE TRAFFIC PROCEDURES.
 - STUDENTS SHALL EXIT THEIR VEHICLES ON THE PASSENGER SIDE ONLY.
 - INSTRUCTIONAL PAMPHLETS SHALL BE DISTRIBUTED TO PARENTS EXPLAINING SITE CIRCULATION AND PROCEDURES BEFORE THE START OF EACH SCHOOL YEAR. A FALL FAMILY SCHOOL MEETING WILL ALSO BE HELD PRIOR TO THE START OF SCHOOL WHERE SITE CIRCULATION AND RULES WILL FURTHER BE DISCUSSED. THE FOLLOWING ITEMS WILL BE DISCUSSED:
 - ENTER PARKING LOT AND DRIVE NORTH, FOLLOW DESIGNATED MARKINGS TOWARDS PICK UP/DROPOFF AREA
 - WHILE UNLOADING PASSENGERS PUT THE CAR IN PARK AND STAY CLEAR OF PEDESTRIAN CROSSWALK. BEWARE OF PARENTS AND CHILDREN STANDING IN PEDESTRIAN MARKED AREAS AND WALKING TO AND FROM DESIGNATED PARENT PARKING AREA.
 - DRIVERS DEPART THE PICK UP/DROPOFF ZONE BY FOLLOWING THE DESIGNATED MARKINGS AND EXITING VIA 2 PARALLEL LANES.
 - LCS DESIGNATED PARKING AREA FOR PARENTS AND STUDENTS. VEHICLES SHOULD REMAIN LOCKED.
 - TURNING RIGHT ONTO BRIGHTON RD THEN TURNING AROUND AND HEADING BACK EAST ON BRIGHTON RD WILL NOT BE ALLOWED.
 - AT THE BEGINNING OF EACH SCHOOL YEAR, LCS WILL REPORT THE STUDENT COUNT TO THE TOWNSHIP.

SITE PLAN NARRATIVE

THE SITE PLAN DEPICTS A LAYOUT THAT IS CONSISTENT WITH THE RECOMMENDATIONS MADE BY FLIES & VANDENBRINK IN THEIR SITE ACCESS AND CIRCULATION EVALUATION DATED SEPTEMBER 19TH, 2017 AND UPDATED OCTOBER 24TH, 2017. THIS EVALUATION IS BASED UPON A 200 STUDENT ENROLLMENT WHICH CURRENTLY EXCEEDS THE NUMBER OF ENROLLED STUDENTS. THE PARKING LAYOUT HAS BEEN REVISED TO CREATE ONE-WAY CIRCULATION ON SITE WITH A CURB ISLAND AS A MEANS OF PHYSICAL SEPARATION BETWEEN THE PARKING AREA AND THE DROP OFF/PICK-UP AREA. ADDITIONALLY, THE MINIMUM OF TWO HUNDRED AND SIXTY FIVE (265) FEET OF ON-SITE LOADING SPACE HAS NOT ONLY BEEN MET BUT EXCEEDED BY ROUGHLY FORTY NINE (49) FEET. THROUGH THE USE OF INFORMATIONAL PAMPHLETS, PARKING LOT ATTENDANT VOLUNTEERS, AND A BEFORE THE SCHOOL YEAR MEETING EFFORT WILL BE MADE TO ENSURE SAFE AND EFFICIENT CIRCULATION THROUGH THE PROPOSED SITE. THE INTENT OF THIS SITE IS FOR LIVINGSTON CHRISTIAN SCHOOLS TO OCCUPY A PORTION OF SPACE WITHIN THE EXISTING BRIGHTON NAZARENE CHURCH. THE SCHOOL AND CHURCH FUNCTION AT DIFFERENT TIMES DURING THE WEEK.

LCS & THE NAZ COMMUNICATION PROCESS

A COMMUNICATION PROCESS BETWEEN THE NAZ AND LIVINGSTON CHRISTIAN SCHOOLS WAS ESTABLISHED IN THE PRELIMINARY MEETINGS DURING THE PLANNING STAGES OF THE SCHOOL MOVING INTO THE CHURCH. PRESENT AT THOSE MEETINGS WERE PASTOR BEN WALLS, TED NAST, LINDA CASWELL, SARAH SLATER, AND JENNIFER MACKINNON. MEGAN FARNSWORTH CURRENTLY SERVES AS BNC REP TO LCS.

ALL COMMUNICATION BETWEEN SCHOOL (LCS) REPRESENTATIVES, INCLUDING EMPLOYEES, STUDENTS AND FAMILIES, AND CHURCH (THE NAZ) REPRESENTATIVES, INCLUDING MINISTERIAL STAFF, LAY STAFF, AND CHURCH MEMBER/ATTENDEES REGARDING SCHOOL EVENTS TO BE HELD AT THE NAZ WILL BE PRESENTED TO MEGAN FARNSWORTH (MEGANF@THENAZ.ORG) BY JENNIFER MACKINNON (OFFICE@LIVINGSTONSCHEMISTAINSCHOOLS.ORG). THE ONLY EXCEPTION TO THIS IS IN THE AREA OF ATHLETICS WHERE THE LCS ATHLETICS DEPARTMENT SECRETARY (CURRENTLY WENDY BURY WBURY@LIVINGSTONSCHEMISTAINSCHOOLS.ORG) WILL CONTACT MEGAN DIRECTLY, KEEPING JENNIFER MACKINNON ADVISED OF THE ATHLETIC EVENTS THROUGH EMAIL AND/OR SHARED CALENDARS.

ALL EVENTS HELD AT THE NAZ ARE SUBJECT TO APPROVAL BY THE NAZ STAFF AND CONFIRMATION (OR NOT) IS SUBMITTED BY MEGAN FARNSWORTH TO JENNIFER MACKINNON TO COMMUNICATE TO THE REST OF THE SCHOOL.

THE LOCATION AND ELEVATION OF EXISTING UNDERGROUND UTILITIES AS SHOWN ON THIS PLAN IS BASED ON RECORD DRAWINGS AND FIELD SURVEY. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE LOCATION AND DEPTH OF ALL UTILITIES AND SHALL BE RESPONSIBLE FOR ANY DAMAGE TO UTILITIES OR ANY CONDUITS OR APPURTENANCES. THE LOCATION OR DEPTH DIFFERS SIGNIFICANTLY FROM THE PLANS.

BEFORE ANY DIGGING OR CONSTRUCTION, CALL MISS DIG AT 1-800-487-7171 OR VISIT MISSDIG.COM FOR MORE INFORMATION.

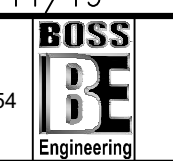
BEBOSS
Engineering
Engineers Surveyors Planners Landscape Architects
3121 E. GRAND RIVER AVE.
HOWELL, MI. 48843
FAX 517.548.1670

PROJECT: **LIVINGSTON CHRISTIAN SCHOOL**
PREPARED FOR: **LIVINGSTON CHRISTIAN SCHOOLS**
8877 WHITMORE LAKE RD
WHITMORE LAKE, MI 48189
(734) 878-9818

TITLE: **FUTURE QUEUING/PARKING SITE PLAN**

NO	BY	REVISION	PER	DATE

DESIGNED BY: JA
DRAWN BY: AEB
CHECKED BY:
SCALE: 1" = 50'
JOB NO. 19-045
DATE: 03/11/19
SHEET NO. 1



Board Correspondence

Polly

From: rkutchey@aol.com
Sent: Tuesday, April 16, 2019 6:45 AM
To: Polly; Adam VanTassell
Subject: Re: Comcast/ cable company question
Attachments: 2016.09.30 September E-Letter.pdf

Sorry forgot the attachment.

-----Original Message-----

From: rkutchey <rkutchey@aol.com>
To: pskolarus <pskolarus@genoa.org>; Adam <Adam@genoa.org>
Sent: Tue, Apr 16, 2019 6:38 am
Subject: Re: Comcast/ cable company question

Hi Polly,

I wanted to thank you for letting me speak at the Board Meeting yesterday. I found the attached letter from another township that is an interesting read that maybe you and other members can look at. It clarifies some of the rights the township has with cable company franchises and also it looks like this may be a good time for the Board to start looking into it as it calls out that negotiations should start with the franchise 3 years before their current contract is over. Please keep me informed as to the townships progress as I feel this would be a good thing for us residence in this corner of the township and the township in general. I know my neighbor had a difficult time selling his house without reliable internet and cell phone service and got less than expected because of it. Thanks Ray Kutchey

-----Original Message-----

From: Polly <pskolarus@genoa.org>
To: Adam VanTassell <Adam@genoa.org>; rkutchey@aol.com <rkutchey@aol.com>
Sent: Mon, Apr 8, 2019 11:14 am
Subject: RE: Comcast/ cable company question

Mr. Kutchey,

Internet service is not available for the more rural areas of our township through Comcast or ATT. My office has explored the creation of a special assessment district to accommodate all of our community but there is no Michigan Public Act that allows us to do so. According to our Comcast provider high speed internet runs about \$15,000.00 a mile and this is co-axle cable - meaning that it is added to the Edison poles. A bid that I received from Comcast in 2017 that includes your street (Natura) as well as Treasure Lake, Brighton Road, Nature View and Brady estimated a total of \$113,447.44 for hookup provided that a special assessment district could be created. After viewing your home on GPS, I am estimating that your cost would be in excess of \$10,000.00 to bring Comcast just to your home. This number is based upon other estimates from residents who live in the southwest section of our Township. Comcast will come to your home and give you an estimate if you ask. I will share your email with our township board at the next meeting and you are welcome to attend to express your concern. Our next meeting is Monday, April 15, 2019 at 6:30 p.m. at the Township Hall.

From: Adam VanTassell
Sent: Monday, April 08, 2019 9:12 AM
To: rkutchey@aol.com
Cc: Polly
Subject: RE: Comcast/ cable company question

Good morning Mr. Kutchey,

I am forwarding your email to our Township Clerk, hopefully she will be able to address your concern.

Sincerely,

Adam VanTassell
Genoa Township

From: rkutchey@aol.com [<mailto:rkutchey@aol.com>]
Sent: Monday, April 08, 2019 8:52 AM
To: info
Subject: Fwd: Comcast/ cable company question

Can, My below emails please be passed on to someone that can help answer my questions in these emails. I have not had any response from Mike.

-----Original Message-----

From: rkutchey <rkutchey@aol.com>
To: mike <mike@genoa.org>
Sent: Fri, Jan 25, 2019 2:03 pm
Subject: Fwd: Comcast/ cable company question

Mike, I haven't had a response to my below email. Ray

-----Original Message-----

From: Ray Kutchey <rkutchey@aol.com>
To: mike@genoa.org <mike@genoa.org>
Sent: Wed, Jan 9, 2019 8:25 pm
Subject: Comcast/ cable company question

Hi Mike,

My name is Ray Kutchey and I live at 5167 Natura Dr. I was wondering how does the township negotiated with the cable company for expanding service in the township? I have lived here since 1998 and have stopped in the township office several times to discuss this and nothing has happened over the years to get the service expanded. It seems like when the contract for comcast comes due to be renewed by the township it always gets renewed and I never hear anything more. I stop by the comcast offices and they say its not required for them to expand service and it would cost me \$12000 to get their service. It seems to me that the township could make this part of the renew contract that they expand the service to certain areas without it. I have no cell service either no mater which company I try. My only option has been satellite for tv and internet which has been really bad and does not work all the time. Can you please let me know when the contract for comcast is set to be renewed because I would like it to be on the agenda at a board meeting so me and all my neighbors can attend to have this discussion. About 20 of us met at the township hall about 5 years ago and met with you or someone and discussed the problem and nothing has ever been done. Comcast is very rude to us when we call them to discuss the issue. Thanks Ray Kutchey President Natura Dr. Country Estates Association 810-923-2674.

Sent from Mail for Windows 10

September 2016



4151 Okemos Road
 Okemos, Michigan 48864
 517.381.0100
<http://www.fsbrlaw.com>

Township Law *E-Letter*

Understanding Cable Franchise Requests

Many townships in Michigan struggle with cable franchise requests, either as new requests for franchises or renewals of current franchises. Some of these requests come from cable service providers referencing federal laws and procedures, while others are referencing state laws and procedures. Even more confusing, the occasional cable service provider contacts a township asserting rights under both state and federal law. This interplay between state and federal cable franchise law can appear unclear and difficult, causing these requests to be ignored. This E-letter eliminates that confusion, explains how the state and federal laws work together, and arms townships with recommendations on how to address any franchise request and preserve townships legal rights.

The Federal and State Cable Franchise Regulatory Landscape

Traditionally, providing telecommunication cable services to service areas within municipal boundaries was the result of negotiations between the cable television provider and each municipality. There were some minimal regulatory requirements imposed by the federal government under the Cable Communications Policy Act, 47 USC 521 *et seq.*, (the "Federal Cable Act"). But, cable providers were eager to simplify the process and create a uniform system to reduce the costs of dealing with each municipal jurisdiction under separate terms. Turning to the state legislature, telecommunication service providers successfully lobbied Michigan to join other states in adopting a uniform process and a uniform service agreement that applied to all municipalities in the state. In 2006, the telecommunication providers' effort resulted in a big win with the adoption of the Uniform Video Services Local Franchise Act, Public Act 480 of 2006, codified at MCL 484.3301 *et seq.* ("Michigan Uniform Franchise Act").

The adoption of the Michigan Uniform Franchise Act now means municipalities and telecommunication service providers are subject to both federal and state regulation. To renew a cable franchise agreement, a state and federal procedure now exist. The interplay between the federal and state regulations has led to much confusion and argument for telecommunication providers and municipalities. Whether franchise requests and renewals are subject to the state process, the federal process, or some hybrid of both has been hotly contested. As this E-letter explores in more detail below, the best approach for a municipality is to assume both are controlling and maximize the advantages of both processes to the benefit of township residents.

The Federal Cable Act

Under the Federal Cable Act, a minimum level of requirements must be addressed in the franchise. These minimum levels are only the floor, however, and a municipality may negotiate for higher levels of service. This includes setting requirements for public, educational, and governmental access channels. At this time, many municipalities have current franchises in place that come up for renewal in 10, 20 or even 30 year periods. The Federal Cable Act provides the following franchise renewal procedure for expiring franchises:

- In the first six months of the three year period ***preceding termination of the franchise***, either the municipality or the cable operator may commence a "proceeding," which is essentially a public forum on the cable operator's performance. See 47 USC 546(a)(1). If the cable operator submits "a written renewal notice requesting the commencement of such a proceeding," then the municipality ***must hold a public forum*** within six months after the notice is received. Some municipalities still receive these



letters from large providers, so be prepared to respond accordingly when the federal renewal procedure has been triggered.

- The goal of the proceeding is to identify cable needs and community interests in the current service and review the performance of the cable provider's service.
- If a public forum is provided, only after conclusion of the forum may the cable operator "submit a proposal for renewal," which "shall contain such material as the franchising authority may require." 47 USC 546(b)(1), (2).
- Within *four months* of receipt of the proposal, the township must either renew the franchise or issue a preliminary assessment regarding denial.
- The township is not bound by that proceeding, per se, but must "issue a written decision granting or denying the proposal for renewal based upon the record of such proceeding." 47 USC 546(c)(3).

This allows the municipality, as franchising authority, to review the service and impose individualized requirements on the cable operator based on that community's demands. Both parties may renew the franchise outside of these procedures if they can arrive at a mutual agreement. See 47 USC 546(h) (describing alternative renewal procedures).

It is important to note that this process begins very early—*three years before* the existing franchise is scheduled to end. As the Federal Cable Act provides more local control, as we will see momentarily, it may be advantageous for the township to put the cable operator on notice and initiate the meeting. This allows local leaders to address constituent concerns well ahead of the franchise deadline. This is valuable even if the franchise is later renewed under the Michigan Uniform Franchise Act.

The Michigan Uniform Franchise Act

Under the Michigan Uniform Franchise Act, the state regulatory scheme is more specific than the federal act and significantly less flexible. Certain time periods that require a municipal response clearly only favor the cable providers. Contrary to the Federal Cable Act, the Michigan Uniform Franchise Act appears to impose a uniform cable television franchise on all municipalities in the state, and frustrate the general negotiation process previously exercised under the Federal Cable Act to decrease costs for cable providers. To an unknowing or unprepared municipality, it effectively limits the local government controls over ensuring the service provided meets the residents' needs. The scales can be balanced, however, as discussed in our next sections.

Generally, the process under the Michigan Uniform Franchise Act begins with the cable operator, who submits a franchise agreement to the municipality. This "agreement" is actually a standardized form. The form is made available by the Michigan Public Service Commission ("MPSC"). Click here: https://www.michigan.gov/documents/mpsc/videoact_staffcompiled_320479_7.pdf.

Within *15 business days* of the provider "filing" the franchise agreement with the municipality, the municipality must notify the operator whether the agreement is complete. Although the Michigan Uniform Franchise Act does not specify who must receive the agreement, the form promulgated by the MPSC indicates the clock starts running once the clerk has possession. This is not necessarily consistent with other areas of municipal law where the clock does not start to run until the body has received a complete application. See MCL 125.3514 (timeline for approval of wireless communication equipment starts upon filing with body or official responsible for approval). The filing timelines have not yet been challenged in any court decisions, so the conservative approach is to assume it is when the provider "files" it with the township clerk's office.

A second significant timeline is imposed regarding the time to approve or reject a uniform franchise. The Act only grants the municipality **30 days** to reject a cable operator's application, in contrast to the **36 months** to negotiate a franchise under the Federal Cable Act. MCL 484.3303(3). Significantly, the 15-day time period to determine an application is complete is counted by "business days." The 30-day period for approval or rejection following the determination that an application is complete does not have this limitation.

If the municipality does not respond to the provider within 30 days (including noting that the application is incomplete), then the agreement is considered complete and approved. *Id.* Franchise license terms are 10 years with the potential for a 10 year renewal. MCL 484.3303(7). Although the standardized form may not be altered, the statute allows for a "voluntary franchise agreement" between the service provider and the municipality that may contain different terms and conditions than those in the uniform agreement. MCL 484.3313.

The Current Situation

With the unclarity in the legal landscape, townships may wonder what procedure to follow. In 2010, litigation between the City of Detroit and Comcast would have helped answer this question for all municipalities, including townships. See *City of Detroit v Comcast of Detroit, Inc*, 879 F Supp 2d 680 (ED Mich, 2012) ("*Comcast*"). Unfortunately, the case itself was later dismissed by stipulation of the parties. This vacated the federal court's previous ruling—meaning it no longer has any force or effect. *City of Detroit v Comcast of Detroit, Inc*, unpublished order of the Sixth Circuit entered October 15, 2014.

Even so, that decision was a milestone in interpreting the conflict between the Michigan Uniform Franchise Act and the Federal Cable Act. Although neither state nor federal courts will be obligated to follow the decision, we find it instructive in understanding how the state and federal regulations could work together and possible arguments that can arise under both statutory schemes.

In that case, Detroit filed the complaint against Comcast. The city hoped to proceed under the Federal Cable Act because it was perceived as offering more local control via the negotiation provisions. Comcast proposed a uniform agreement under the state procedure. Detroit rejected the written agreement finding it failed to address key service issues that the parties had been currently negotiating under the Federal Cable Act. Those issues included consumer protections, anti-discrimination, and public, educational, and government (PEG) channels, which Detroit argued were controlled by the Federal Cable Act.

According to Detroit, the two laws were in conflict, and thus the Federal Cable Act would control the process of renewal, modification, and enforcement of cable franchises. *Id.* at 690. Comcast argued there was no constitutional violation and no conflict between the Michigan Uniform Franchise Act and the Federal Cable Act since the federal renewal process was not mandatory. *Id.* at 692. This would mean that the state scheme was permissible under the Federal Cable Act.

With respect to the renewal process, the Federal District Court held that the renewal provision of the Michigan Uniform Franchise Act did not conflict with the renewal provisions of the Federal Cable Act because the federal renewal scheme was permissive and thus allowed states to offer alternative renewal procedures. This holding would allow Michigan to promulgate its own general procedures, which it had done. Comcast could comply with the mandatory provisions of the Federal Cable Act and Michigan Uniform Franchise Act, and thus, to some extent, both acts could operate side-by-side. Not all aspects of Michigan Uniform Franchise Act were found

consistent with the Federal Cable Act, including the attempt to unilaterally modify all existing franchises and details regarding PEG channels. Under this holding, those state law procedures were preempted by the federal law.

Although the intent of the Michigan Uniform Franchise Act is to make renewals formulaic, and less burdensome for townships, *the court found that a city or township retained the ability to reject the standard renewal application under the Michigan Uniform Franchise Act process.* *Id.* at 698. For example, MCL 484.3303(3) empowers townships to approve (and thus implicitly also reject) the agreement and MCL 484.3313 allows the parties to negotiate additional terms. Not addressed by the Michigan Uniform Franchise Act is what happens when the township responds with a *rejection* of that franchise agreement. The court concluded that such a rejection allows the cable provider and the municipality to “work toward achieving a voluntary agreement under [Michigan Uniform Franchise Act].” *Comcast*, 879 F Supp 2d at 698. Therefore, although the streamlined procedures of Michigan Uniform Franchise Act generally limit the authority of municipalities to negotiate items of local concern, the court found that municipalities had the right to reject the uniform agreement and negotiate with the cable provider.

Strategy for Addressing Cable Franchise Renewals

Regardless of the service provided by a cable provider or the satisfaction of residents, it is imperative that any requests, applications, or correspondence from cable providers be reviewed immediately to determine whether the mailing triggers obligations under either the federal or state process. Otherwise, a township may forfeit its right to reject an incomplete or unfavorable franchise agreement. In either case, we recommend a multipart strategy moving forward that will allow townships to be prepared for the renewal process under either procedure:

Multi-Point Strategy

1. Review the current telecom agreements and franchises within your township.
 - a. Who has a franchise?
 - b. What procedures for renewal or initial requests have they used (Federal, State, or combination)?
 - c. When do they expire?
(This information will allow township officials to act proactively when renewal periods arrive, rather than simply reacting to moves by the cable provider.)
2. Review the Uniform Video Service Local Franchise Agreement.
 - a. Determine if the fees, PEG services, and other terms are sufficient for your area.
 - b. If not, what issues would you object to if presented with the agreement?
 - c. Step three can help develop these possible objections.
3. Hold public forums or other methods to gain information from your constituents regarding their experiences with the cable provider.
 - a. This allows the township to gather information ahead of the formal renewal process.
 - b. Officials may consider creating an online survey for residents or including a survey with resident tax bills.
 - c. This information should be gathered well ahead of the three-year renewal window under the federal process to allow sufficient thought by township officials.

4. If sufficient issues are raised that will not be acceptable under the state uniform agreement, then the township should consider initiating the federal process. Alternatively, once the provisions are pinpointed that are not acceptable, a township can wait for a provider to trigger the state renewal process and timely reject the franchise.
5. When receiving franchise applications, review them closely to determine that they are complete. In particular, verify that the fee provisions of the agreement have been filled in. Otherwise, the agreement is arguably incomplete.

Conclusion

This area of the law is currently unclear because a significant case ruling on the interplay between the two acts was later dismissed and vacated. Regardless, any municipality can be prepared to achieve positive results for its community under either the state or federal process. When it comes time to renew or reissue a cable franchise, consulting with experienced individuals can ensure that no rights are waived.

Most importantly, at least understand that any submission of a uniform franchise under the Michigan Franchise Act must be reviewed immediately and a response provided within 15 business days as to completeness and 30 days following receipt of a complete application, otherwise the township risks losing out negotiating its cable franchises for the next 10 years.

-- Christopher Patterson and Matthew Kuschel

Fahey Schultz Burzych Rhodes PLC, Your Township Attorneys, is a Michigan law firm specializing in the representation of Michigan townships. Our lawyers have more than 150 years of experience in township law, and have represented more than 150 townships across the state of Michigan. This publication is intended for our clients and friends. This communication highlights specific areas of law, and is not legal advice. The reader should consult an attorney to determine how the information applies to any specific situation.



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Cromaine District Library

APPROVED

Regular Board Meeting
Thursday, March 21, 2019

Trustees Present: Cafmeyer, DeRosier, Lewis, Naylor, Sargent, Thompson

Trustees Absent: Oemke

Staff Present: Stefanie Furge, Director Marlow, Barbara Rentola, Beth Schrader

I. President Lewis called the meeting to order at 7:01 p.m. in the Community Room of the Cromaine Library.

II. **Approval of agenda** Agenda Approval
Member Thompson moved to approve the agenda, seconded by Vice President DeRosier. Passed unanimously.

III. **Approval of Consent Agenda** Consent Calendar Approval
A. Approval of regular meeting minutes, 2/21/2019
B. Acknowledge receipt of the February Financial Reports and payment of February invoices totaling \$46,310.47 and payroll obligations totaling \$80,257.31.
C. Director's Report
D. Committee Reports
Community Relations March 13
Finance March 13
Personnel March 7
Planning March 13

IV. **Call to the Public:** Stefanie Furge said hello. Call to the Public

VI. **Director's Report – Update and Comments from the Community** Director's Update
The Director's printed report was updated verbally with the following:
Google reports that in February 8,644 found Cromaine on the Internet. Of the recorded queries, 214 asked for directions to Cromaine, 686 visited the web site, and 177 called Cromaine (or clicked on the phone number).

Monday, March 18, Marta shared this email with her team and me.
"Do you know that in the last 3 weeks we have:
1. Conducted 6 visits to schools, including one assembly, 2 literacy & science fair nights, one high school English dept. meeting, one character classroom visit and one day care center visit
2. Had 5 schools visit Cromaine for teacher reading nights & field trips
3. Reached 500+ families at an early literacy event
4. Started a new session of storytimes
5. Launched a new weekly program (Open Play) and are about to launch new monthly program (Homeschool Discovery Club)
6. Had Heather read aloud to AN ENTIRE ELEMENTARY SCHOOL
7. Had Maeve dance in a Clifford costume for an entire elementary school

- and unexpected read aloud to at least 6 classrooms
8. Had Loni visit classrooms in a Cookie Mouse costume (& precariously fit Cookie Mouse's larger than life head through door frames)
 9. Had Bekah help families play in a kiddie pool sensory bin for 2 hours straight and organize a Peeps Contest
 10. Had Carolyn make high school English teachers fall so deeply in love with her that they want her in their classrooms as often as possible

In a nutshell, you've touched the lives of HUNDREDS of children and families in a very short amount of time. Today may just be another Monday, but please pat yourself on the back and know you have accomplished amazing things! Plus, perhaps take a nap when you get home because simply reading that list is enough to make someone tired. “

Volunteers gave 348 hours over the past month: 240.25 adult hours and 107.75 teen hours.

There was discussion, but no decisions made at the February meeting of the Board.

Distributed tonight is a copy of the Library's submission/self-nomination for the Michigan Humanities Council's first-ever Community Impact Award. Because of our participation in the national Project Outcome and because the results of evaluations were entered by staff, the data provided reinforced the community impact of the Orphan Train series at Hartland's Cromaine Library for this community. Several other projects could have been chosen as excellent examples—Hartland SOUP, Family Fun Day—but this tied most specifically to the humanities.

Questions and Comments: The Director commented that all of the staff are constantly making a difference, but this is one example in detail. Vice President DeRosier said that we have an amazing staff. Treasurer Sargent commented that all of this fits right in with the strategic plan. President Lewis said it surprises me how much more awesome we/they can get. President Lewis commended the Director for her leadership. President Lewis asked about Books on the Menu--whose idea was it? Director Marlow explained that a patron, Ian Comly, sent her the concept which she shared with Circulation Manager Donna Janke. The name was from the Director, but the materials and making it work are the collaboration of Ian on behalf of the drivers, Donna, and Meals on Wheels. Vice President DeRosier asked when is the next staff in-service. Director Marlow replied May 10. Vice President DeRosier stated that it may be a good time to express appreciation to the staff for all that they are doing--lunch or some other acknowledgment.

Update from Beth Schrader, Community Relations Manager: Very excited to welcome Shelby Dinser as the Web Site/Program Assistant. Another set of hands to help with all of the activities is very welcome. Stefanie Furge has rolled out the Hartland Living.com web site, and the Community Calendar in particular is getting an amazing response. The next Hartland SOUP is April 11 and Stefanie has managed to engage the first business partner for SOUP, Dunham Hills Golf Club, who will provide not only the site, but all of the food

for the event. Thursday, April 11 at 6:30 pm is the next Hartland SOUP. Beth shared that the American Creed series has concluded. The presentation by the War Dog Memorial was especially appreciated. The Building a Communal Table for Generations series in May, funded by the Livingston County Consortium on Aging, only has three spots left for grandparent and grandchild couples. Another grant program, the Michigan Notable Book program, has the author and illustrator, both, of Lake Michigan Mermaid coming to Cromaine June 27 at 7:00 pm. This is a beautiful book and the team's talk will focus on writing as a team. And there will be cake! Pending grants are the Big Read of Lab Girl about which we should learn early April; an LSTA grant for using virtual reality with special needs teens; and a Michigan Touring Arts Agency grant to help with the Alan Turner concert during the summer concert series. The summer concert series starts with a family picnic and concert June 18, The Best of Open Mic partnering with the Hartland Senior Activity Center July 2, and we're planning to bring in food trucks to help provide food during the summer after the Ranger's 4-H one time for the June 25 Steve King & the Dittilies concert.

Treasurer Sargent said this is a very active department and a nice update. Trustee Thompson noted that the Hartland Community Chapel is interested in helping with the food at the concerts. Director Marlow will give Beth the contact information.

VII. Discussion

A. Strategic Plan 2018-2022

Vice President DeRosier said this report and all that is being done is just fantastic! Treasurer Sargent added, it is quite impressive. There were no questions.

Strategic Plan

B. Board Education Moment: Board Meetings

Board Meetings video from Short Takes for Trustees series produced by United for Libraries was shown. Upon conclusion, both Treasurer Sargent and Trustee Naylor said this was one of the better ones. Director Marlow commented that at the conclusion of the video, the point was made that board leadership is key to a successful library. She stated that because of the policies and budget work this board does, the staff is able to do so much more.

Board Education Moment: Board Meetings

Board Operating Procedures

C. Board Operating Procedures

The trustees had no revisions for these.

Coffee Cart Update

D. Coffee Cart Update

After discussion, the following was concluded - Vice President DeRosier has the cups, coffee pot, and coffee, all of which she is donating to this project. President Lewis will get the sugar, sweetener, creamer, and wood stirrers. The project will launch during National Library Week, April 7-13. Trustees will make coffee and, either with the pot or carafes, offer it on these days, times, locations: Monday, April 8, 2-3 pm, in the "bistro area" on the second floor outside the Teen Room (Treasurer Sargent, Trustee Thompson, Vice President DeRosier?) to tie into the ALIVE program (which is 1:30-3-ish pm); Tuesday,

April 9, 9:30 am-? at the blue counter on the second floor (Trustee Oemke? Trustee Naylor, Vice President DeRosier) to tie into the Little Learners story times at 9:30 and 10:30 am (Trustee Oemke?, Trustee Naylor and Vice President DeRosier prior to and after Community Relations' meeting at 10 am), and Thursday, April 11 at 2:00 pm at the Blue Counter (Vice President DeRosier) to tie into the Homeschool Book Club at 2:00 pm. More dates will be determined at the April 18 Board meeting. Director Marlow said she'll provide strategic planning brochures and some conversation starter questions. The Coffee with a Trustee events will be promoted in the events calendar.

Hartland Music Hall Agreement

E. Hartland Music Hall Agreement

President Lewis asked if there were any questions about the agreement. There were none. Secretary Cafmeyer commented, and other trustees agreed, that the shift from lease to agreement helped.

VIII. Decision

A. Motion to Approve Music Hall Agreement

Trustee Thompson made a motion that the Cromaine District Library confirm and sign the agreement with the Hartland Consolidated Schools Foundation to take over the operation of the Hartland Music Hall, as specified in the agreement. Secretary Cafmeyer seconded the motion. It was unanimously approved. (Trustee Oemke had emailed her approval as well.)

Motion to Approve Music Hall Agreement

IX. Information

Upcoming meeting dates include:

Upcoming Meeting Dates

April 9	Community Relations, 10:00 am, South Meeting Room
April 9	Personnel Committee, 6:30 pm, Director's Office
April 11	Finance Committee, 2:00 pm, Director's Office (Trustee Thompson Absent)
No Mtg	Planning Committee - Third quarter statistics review will be done via email.
April 18	Board of Trustees meeting, 7:00 pm, Community Room Treasurer Sargent is unable to attend this meeting.

Other dates of importance

Monday, April 8 at 2:00 pm at the second floor "bistro area" - Coffee with a Trustee

Tuesday, April 9 at 9:30 am at the second floor blue counter - Coffee with a Trustee

Thursday, April 11 at 2:00 pm at the second floor blue counter - Coffee with a Trustee

Thursday, April 11 at 6:30 pm at Dunham Hills Golf Club - Hartland SOUP

Director Marlow had the wrong date for the Chamber's Community Update. It will be held Thursday, May 10 from 12-1:30 pm and all trustees are welcomed. Cromaine, along with the Schools, the Township, and Hartland Living, will give presentations. The Hartland Farmers' Market will sponsor the event.

X. Agenda Items for Next Meeting

Items for next meeting

- Strategic Plan 2018-2022
- Review of third-quarter statistics
- Distribution of Library Director evaluation form
- Community Relations reviews policies
- 3010-Collection Development
- 4010-Public Relations & Public information
- 4020-Library Meeting Room Use
- 4030-Non-Library Postings, displays, & solicitations
- 4040-Library Blog & Social Media Sites Guidelines

There will be no Volunteer Recognition Event. Instead, a letter of thanks stating that their service is unforgettable, along with a seed packet is being sent to each adult volunteer. Those adult volunteers who have "worked" a certain number of hours will also have a book plated in their honor and their letter will include a photo of the book cover plus how to have it placed on hold for them.

XI. Call to the Public – No Response

Public Call

XII. Adjournment:

Adjournment

Motion by Vice President DeRosier, seconded by Member Thompson to adjourn at 8:09 pm.

MARY CAFMEYER, SECRETARY
Cromaine District Library Board

Barbara Rentola, Recording Secretary
Cromaine District Library Board

Documents distributed to the Board for/at this meeting:

- 2/21/19 Proposed Regular Meeting Minutes
- February 2019 Financial Reports & Checks Issued Totals
- February 2019 CDL Investment Performance Report
- Director's Report 3/21/19
- CDL Statistics for February 2019 & updated CDL 4-year Circulation Graph
- Comments from the Community February 2019
- Community Relations Committee Meeting Minutes, 3/13/19
- Finance Committee Action/Decision List, 3/13/19
- Personnel Committee Meeting Minutes, 3/7/19
- Planning Committee Meeting Minutes, 3/13/19
- Strategic Plan 2018-2022 Progress Report, 3/21/19
- Short Takes for Trustees: Board Meetings Handout
- 2 copies of Hartland Music Hall Agreement with Director's Memo
- Nomination for Michigan Humanities Council's Community Impact Partner of the Year
- Livingston HSCB quarterly newsletter, Spring 2019
- Livingston County Senior Nutrition Program Newsletter

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- February 2019 *Library Journal* articles: More Service than Circ, Stable Support, and Circ Shift
- *Board & Administrator*, March 2019

Local preemption legislation proposed on sand and gravel mining



Mining is intricately woven into the fabric of Michigan's history. For more than a century, men and women have turned waste rock into sand and gravel, while working cooperatively with state and local governments. Today, Michigan has more than 1,400 mining operations in existence. Mines aren't without impact to their home community—including noise, truck traffic, blasting and dust. Given past court decisions and statutory changes, local officials have a limited role in ensuring that a mine is a good fit for the land and its surrounding residents. However, a proposed bill would change that ability and would prohibit a municipality from denying a permit or authorization for extraction by mining of natural resources by any person with a property, possessory or contractual rights to do so if BOTH of the following apply: 1) the natural resources are valuable AND 2) very serious consequences would not result from extraction of natural resources.

As proposed, MTA strongly opposes the draft legislation we received, expected to be sponsored by Rep. Triston Cole (R-Kearney Twp.). The draft bill would give a free pass to mine operators who can prove their proposed mine would make money and would not cause "very serious consequences". Local units could not prohibit or place parameters on any sand and gravel mining operation that met this criteria, regardless of the impact to nearby residents.

MTA has worked extensively with the bill sponsor in an attempt to allow local authority and lessen the negative impact to local units. We also, at the representative's request, provided counter language after working with MTA legal counsel. MTA will continue to advocate for local control as the issue is discussed, introduced and considered.

The latest proposal is a concerted effort to make opening a mine easier for Michigan operators. Last year, then-Sen. Tom Casperson introduced Senate Bill 1210 in response to a proposed gravel mine in **Metamora Township** (Lapeer Co.). The township already had four sand and gravel mining pits when a fifth was proposed for land leased from the Boy Scouts of America, this one calling for an additional 200 trucks per day traveling the main road through the Village of Metamora's downtown. SB 1210 would have allowed the gravel mine to be built by restricting local governments' ability to prohibit or limit sand and gravel mining operations, while also

requiring local units to issue gravel-mining permits if they met certain requirements. Proponents said these measures were necessary to ensure Michigan has the aggregate needed for road construction and infrastructure projects. During testimony, the township's legal counsel testified that the township was concerned with the truck route and had proposed an alternative route that the mine operators would not consider. In the end, Casperson dropped the bill, saying the opposing sides were unable to reach an agreement.

Under the proposed draft bill being discussed this year, a local unit could not pass an ordinance or do anything to prevent the mining of any natural resources by someone with the rights to do so if the mine met two requirements. First, the person extracting the natural resources must be able to receive revenue and reasonably expect to turn a profit. Second, the extraction would not result in very serious consequences, meaning it did not pose a risk to public health, safety or welfare that cannot be avoided.

The entity proposing the mine could meet these requirements by submitting a plan to the local unit of government where the mine would be located. This plan must include specific requirements including a demonstration that the mine can make a profit; a description of the materials, methods and techniques that will be used for mining operations; a site plan showing the location of all buildings, equipment, expected stockpiles, berming and other aspects necessary to the mining operation; a description of the truck routes; and a limited financial assurance reclamation requirement of \$1,500 per acre.

As long as the entity proposing the mining operation met these requirements, the local unit would have no say over whether the mine could operate in its proposed location. While local units could still regulate certain aspects of mining operations, including hours of blasting, they would be unable to protect residential neighborhoods from nuisances caused by sand and gravel mines. One such example is an eight-hour time-weighted average sound level of 75 decibels for residentially zoned property—meaning that the operation could operate for four hours at twice that level as long as it was silent for four hours. MTA believes local units must maintain certain authority regarding mining operations and is best equipped to measure the needs of residents against the benefits of the mine. MTA will update and urge members to communicate with their state representatives when the bill is introduced.

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