

GENOA CHARTER TOWNSHIP BOARD
Regular Meeting
September 16, 2024
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: September 16, 2024
2. Request to approve the August 19, 2024 regular meeting minutes.

Approval of Regular Agenda:

3. Consideration of a request to approve Resolution 240916 related to the continuation of services with the Howell Area Parks and Recreation Authority. (Roll Call)
4. Consideration of a request for approval of the proposed 2025 Employee Benefit Plan as presented by Human Resources Manager, Kim Lane.
5. Consideration of a recommendation for approval of the proposed third amendment to the Master Deed of the Timber Green and fourth amendment to the Planned Unit Development. The proposal entails withdrawal of Units 10, 11, and 12 from the condominium. This land area will then be combined with contiguous property under common ownership (residence to the north with access to/from Chilson Road). The amendment will modify the easement rights of the withdrawal area to clarify that access via Timber Green Court will only be for secondary emergency access. The request is petitioned by Chestnut Development, LLC
6. Request to approve a project agreement with the Livingston County Road Commission for the Mystic Lake Drive and Milroy Lane Road Rehabilitation project with the Township's cost not to exceed \$615,000 from SAD Fund #202-499-801-075.
7. Request for approval of **Resolution #5A**, to amend the Special Assessment Roll for the Grand Ravines (Debora Drive) Road Rehabilitation Special Assessment District to reduce the assessment amount to reflect construction cost savings. (Roll Call)

8. Request for approval of proposed Ordinance number **Z-24-02** regarding text amendments to Article 16, Sign Standards involving incidental/informational Signs, pole signs, and minor revisions. (Roll Call)
9. Request for approval of proposed Ordinance number **Z-24-03** regarding text amendments to Article 10, Planned Unit Development, Section 10.02.05 and 10.03.01. (Roll Call)
10. Consideration of amendments to the Fiscal Year 2024-2025 budget as follows:
 - A. Fund 202 – “SAD Roads and Lakes” to reduce the revenue and appropriations for the Grand Ravines (Debora Drive) Department #497 as follows:
 - i. Reduce Revenue line item 202-497-628-005 for SAD Principle to \$12,276 and 202-497-665-001 for Interest to \$1,535.
 - ii. Reduce project cost appropriation line item 202-497-801-075 to \$223,136
 - B. Fund 202 – “SAD Roads and Lakes” to create a new Department #499 for the Mystic Lake Drive and Milroy Lane Road Rehabilitation project with new line items as follows:
 - i. New revenue line items: 202-499-628-005 for SAD Principle in the amount of \$55,600 and 202-499-665-001 for Interest in the amount of \$2,780.
 - ii. New appropriation line item 202-499-801-075 in the amount of \$619,000.
 - C. Fund 202 – “SAD Roads and Lakes” to create a new Department #576 for the Earl Lake Aquatic Weed Control project with new line items as follows:
 - i. New revenue line items: 202-576-628-005 for SAD Principle in the amount of \$2,789.
 - ii. New appropriation line item 202-576-801-075 in the amount of \$2,264.
 - D. Fund 249 – “Building and Grounds” to increase the appropriations Department 265, Miscellaneous Expenses line item 249-265-955-000 to \$1,500.
11. Review of Fiscal Year 2024-2025 First Quarter (April-June) budget to actual report.
12. Discussion regarding Clerk’s request to place an order for Township Logo clothing.

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.

BOARD PACKET

CHECK REGISTERS FOR TOWNSHIP BOARD MEETING

MEETING DATE: September 16, 2024

All information below through September 11, 2024

| | | |
|--|----|--------------|
| TOWNSHIP GENERAL EXPENSES | \$ | 321,527.97 |
| August 30, 2024 Bi Weekly Payroll | \$ | 127,771.71 |
| September 13, 2024 Bi Weekly Payroll | \$ | 124,038.98 |
| OPERATING EXPENSES DPW (503 FN) | \$ | 261,308.15 |
| OPERATING EXPENSES Oak Pointe (592FN) | \$ | 207,093.21 |
| OPERATING EXPENSES Lake Edgewood (593FN) | \$ | 34,232.64 |
| TOTAL | \$ | 1,075,972.66 |

FNBCK Check Register

| Check Date | Check | Vendor Name | Amount |
|-----------------------------|-------|------------------------------------|------------|
| Bank FNBCK CHECKING ACCOUNT | | | |
| 08/16/2024 | 39068 | BRODY LOLLIO | 134.00 |
| 08/16/2024 | 39069 | MARY KREWCICKI | 147.06 |
| 08/16/2024 | 39070 | PAUL SEBASTIAN | 76.38 |
| 08/16/2024 | 39071 | TABITHA DOLAN | 73.19 |
| 08/20/2024 | 39072 | AMERICAN AQUA | 63.90 |
| 08/20/2024 | 39073 | BLUE CROSS & BLUE SHIELD OF MI | 57,116.97 |
| 08/20/2024 | 39074 | COMCAST | 950.54 |
| 08/20/2024 | 39075 | COMCAST | 637.20 |
| 08/20/2024 | 39076 | CONSUMERS ENERGY | 168.68 |
| 08/20/2024 | 39077 | DELTA DENTAL | 4,408.79 |
| 08/20/2024 | 39078 | EHIM, INC | 8,618.49 |
| 08/20/2024 | 39079 | ETNA SUPPLY COMPANY | 7,625.00 |
| 08/20/2024 | 39080 | FEDERAL EXPRESS CORP | 102.64 |
| 08/20/2024 | 39081 | IMAGE 360 | 2,729.73 |
| 08/20/2024 | 39082 | LAKESIDE SERVICE COMPANY, INC. | 2,009.57 |
| 08/20/2024 | 39083 | LIVINGSTON COUNTY TREASURERS | 335.93 V |
| | | Void Reason: SENT TO WRONG ADDRESS | |
| 08/20/2024 | 39084 | LOREA TOPSOIL & AGGREGATE | 168.00 |
| 08/20/2024 | 39085 | MUTUAL OF OMAHA | 3,194.41 |
| 08/20/2024 | 39086 | SEWARD HENDERSON PLLC | 4,510.00 |
| 08/20/2024 | 39087 | STATE OF MICHIGAN | 180.00 |
| 08/20/2024 | 39088 | US BANK EQUIPMENT FINANCE | 2,213.31 |
| 08/20/2024 | 39089 | VERIZON WIRELESS | 379.58 |
| 08/20/2024 | 39090 | WASTE MANAGEMENT CORP, SERVICES | 129,906.00 |
| 08/22/2024 | 39091 | CONSUMERS ENERGY | 13.60 |
| 08/22/2024 | 39092 | FEDERAL EXPRESS CORP | 49.69 |
| 08/22/2024 | 39093 | HART INTERCIVIC, INC. | 106.00 |
| 08/22/2024 | 39094 | MANER COSTERISAN | 24,000.00 |
| 08/22/2024 | 39095 | NEARMAP US INC | 1,650.00 |
| 08/22/2024 | 39096 | SECURE TECH GROUP | 165.00 |
| 08/22/2024 | 39097 | STAPLES | 57.75 |
| 08/27/2024 | 39098 | CAPITAL ONE | 865.80 |
| 08/27/2024 | 39099 | COMCAST | 298.91 |
| 08/27/2024 | 39100 | HR PERFORMANCE SOLUTIONS | 5,191.44 |
| 08/27/2024 | 39101 | MICHIGAN OFFICE SOLUTIONS | 264.15 |
| 08/27/2024 | 39102 | NETWORK SERVICES GROUP, L.L.C. | 400.00 |
| 08/27/2024 | 39103 | PITNEY BOWES, INC | 265.58 |
| 08/27/2024 | 39104 | STAPLES | 466.85 |
| 08/27/2024 | 39105 | SUDS & SUN SERVICE LLC | 3,275.00 |
| 08/27/2024 | 39106 | STAPLES | 499.63 |
| 08/30/2024 | 39107 | AMERICAN AQUA | 78.00 |
| 08/30/2024 | 39108 | DTE ENERGY | 34.12 |
| 08/30/2024 | 39109 | ELECTION SOURCE | 5,354.50 |
| 08/30/2024 | 39110 | OFFICE EXPRESS INC. | 400.80 |
| 08/30/2024 | 39111 | PPM FINANCIAL ADVISORS LLC | 1,200.00 |
| 09/04/2024 | 39112 | FEDERAL EXPRESS CORP | 43.66 |
| 09/04/2024 | 39113 | GANNETT MICHIGAN LOCALIQ | 455.24 |
| 09/04/2024 | 39114 | GORDON FOOD SERVICE | 32.00 |
| 09/04/2024 | 39115 | MANER COSTERISAN | 7,900.00 |
| 09/04/2024 | 39116 | MEI TOTAL ELEVATOR SOLUTIONS | 2,470.54 |
| 09/04/2024 | 39117 | NETWORK SERVICES GROUP, L.L.C. | 50.00 |
| 09/04/2024 | 39118 | PACKERLAND RECORDS MANAGEMENT | 30.00 |
| 09/04/2024 | 39119 | PERFECT MAINTENANCE CLEANING | 1,100.00 |
| 09/04/2024 | 39120 | PFEFFER, HANNIFORD, PALKA | 7,500.00 |
| 09/04/2024 | 39121 | SAFEBUILT LLC | 2,925.12 |
| 09/04/2024 | 39122 | TETRA TECH INC | 4,607.50 |
| 09/09/2024 | 39123 | AMERICAN AQUA | 49.50 |
| 09/09/2024 | 39124 | CONTINENTAL LINEN SERVICE | 150.53 |
| 09/09/2024 | 39125 | COOPER'S TURF MANAGEMENT LLC | 1,610.00 |
| 09/09/2024 | 39126 | DTE ENERGY | 794.18 |
| 09/09/2024 | 39127 | DTE ENERGY | 287.80 |
| 09/09/2024 | 39128 | LAURA GAMBINO | 21.17 |
| 09/09/2024 | 39129 | LIVINGSTON COUNTY TREASURER | 335.93 |
| 09/09/2024 | 39130 | LOREA TOPSOIL & AGGREGATE | 58.00 |
| 09/09/2024 | 39131 | MEI TOTAL ELEVATOR SOLUTIONS | 376.00 |
| 09/09/2024 | 39132 | PAULETTE SKOLARUS | 566.77 |
| 09/11/2024 | 39133 | DELUXE | 404.80 |
| 09/11/2024 | 39134 | EHIM, INC | 5,224.19 |
| 09/11/2024 | 39135 | FEDERAL EXPRESS CORP | 98.74 |
| 09/11/2024 | 39136 | K & J ELECTRIC, INC. | 14,300.00 |
| 09/11/2024 | 39137 | STAPLES | 86.04 |
| FNBCK TOTALS: | | | |
| Total of 70 Checks: | | | 321,863.90 |
| Less 1 Void Checks: | | | 335.93 |
| Total of 69 Disbursements: | | | 321,527.97 |

August 30, 2024 Bi Weekly Payroll & Election Paycheck August 27, 2024

| 09/11/2024 01:01 PM | | PAYROLL REGISTER REPORT FOR GENOA CHARTER TOWNSHIP | | | | Page 36 of 36 | |
|--|------------|--|----------|-----------------------------|-----------|---------------------|--------------|
| | | Payroll ID: 290 | | | | | |
| | | Pay Period End Date: 08/23/2024 | | Check Post Date: 08/30/2024 | | Bank ID: FNBECK | |
| * YTD values reflect values AS OF the check date based on all current adjustments, checks, void checks | | | | | | | |
| WELL IQ | 0.00 | 0.00 | 0.00 | 3,453.07 | | | |
| ZBA CHAIR | 1.00 | 0.00 | 221.58 | 1,539.04 | | | |
| ZBA MINUTES | 1.00 | 0.00 | 188.91 | 1,671.15 | | | |
| ZBA MINUTES OT | 0.00 | 0.00 | 0.00 | 0.00 | | | |
| ZBA PER DIEM | 4.00 | 0.00 | 838.19 | 5,615.10 | | | |
| ZO | 64.00 | 0.00 | 2,000.00 | 14,468.75 | | | |
| Gross Pay This Period | 126,582.31 | Deduction Refund | 0.00 | Ded. This Period | 37,476.33 | Net Pay This Period | 89,105.98 |
| | | | | | | Gross Pay YTD | 2,249,124.70 |
| | | | | | | Dir. Dep. | 89,105.98 |

| 09/11/2024 01:03 PM | | Check Register Report For Genoa Charter Township | | | | Page 1 of 1 | |
|---------------------|--------|--|--------------------------|-------------|-----------------------|----------------|--------|
| | | For Check Dates 08/30/2024 to 08/30/2024 | | | | | |
| Check Date | Bank | Check Number | Name | Check Gross | Physical Check Amount | Direct Deposit | Status |
| 08/30/2024 | FNBECK | EFT963 | FLEX SPENDING (TASC) | 1,013.09 | 1,013.09 | 0.00 | Open |
| 08/30/2024 | FNBECK | EFT964 | INTERNAL REVENUE SERVICE | 29,635.67 | 29,635.67 | 0.00 | Open |
| 08/30/2024 | FNBECK | EFT965 | PRINCIPAL FINANCIAL | 5,721.00 | 5,721.00 | 0.00 | Open |
| 08/30/2024 | FNBECK | EFT966 | PRINCIPAL FINANCIAL | 2,085.32 | 2,085.32 | 0.00 | Open |
| Totals: | | | Number of Checks: 004 | 38,455.08 | 38,455.08 | 0.00 | |
| | | | Total Physical Checks: | | | | |
| | | | Total Check Stubs: | 4 | | | |

| 09/11/2024 01:06 PM | | Check Register Report For Genoa Charter Township | | | | Page 1 of 1 | |
|---------------------|--------|--|------------------------|-------------|-----------------------|----------------|--------|
| | | For Check Dates 08/27/2024 to 08/27/2024 | | | | | |
| Check Date | Bank | Check Number | Name | Check Gross | Physical Check Amount | Direct Deposit | Status |
| 08/27/2024 | FNBECK | 14113 | RAMILLER, SANDRA A | 220.00 | 210.65 | 0.00 | Open |
| Totals: | | | Number of Checks: 001 | 220.00 | 210.65 | 0.00 | |
| | | | Total Physical Checks: | 1 | | | |
| | | | Total Check Stubs: | | | | |

Direct Deposit \$89,105.98
 Physical Check Amount \$38,455.08
 Election Check \$210.65
 TOTAL \$127,771.71

September 13, 2024 Bi Weekly Payroll

| 09/11/2024 01:22 PM | | PAYROLL REGISTER REPORT FOR GENOA CHARTER TOWNSHIP | | | | Page 32 of 32 | |
|--|------------|--|--------------------------|-----------------------------|-----------------------|---------------------|--------------|
| | | Payroll ID: 292 | | | | | |
| | | Pay Period End Date: 09/06/2024 | | Check Post Date: 09/13/2024 | | Bank ID: FNBECK | |
| * YTD values reflect values AS OF the check date based on all current adjustments, checks, void checks | | | | | | | |
| Gross Pay This Period | 123,241.82 | Deduction Refund | 0.00 | Ded. This Period | 37,551.64 | Net Pay This Period | 85,690.18 |
| | | | | | | Gross Pay YTD | 2,320,818.61 |
| | | | | | | Dir. Dep. | 85,690.18 |
| Check Date | Bank | Check Number | Name | Check Gross | Physical Check Amount | Direct Deposit | Status |
| 09/13/2024 | FNBECK | EFT967 | FLEX SPENDING (TASC) | 1,013.09 | 1,013.09 | 0.00 | Open |
| 09/13/2024 | FNBECK | EFT968 | INTERNAL REVENUE SERVICE | 29,529.39 | 29,529.39 | 0.00 | Open |
| 09/13/2024 | FNBECK | EFT969 | PRINCIPAL FINANCIAL | 5,721.00 | 5,721.00 | 0.00 | Open |
| 09/13/2024 | FNBECK | EFT970 | PRINCIPAL FINANCIAL | 2,085.32 | 2,085.32 | 0.00 | Open |
| Totals: | | | Number of Checks: 004 | 38,348.80 | 38,348.80 | 0.00 | |
| | | | Total Physical Checks: | | | | |
| | | | Total Check Stubs: | 4 | | | |

Direct Deposit \$85,690.18
 Physical Check Amount \$38,348.80
 TOTAL \$124,038.98

503FN Check Register

| Check Date | Check | Vendor Name | Amount |
|-------------------------------|-------|-------------------------------------|------------|
| Bank 503FN DPW-UTILITIES #233 | | | |
| 08/21/2024 | 6142 | ADVANCE AUTO PARTS | 152.39 |
| 08/21/2024 | 6143 | CENTRAL SQUARE TECHNOLOGIES | 2,295.00 |
| 08/21/2024 | 6144 | CHASE CARD SERVICES | 5,525.53 |
| 08/21/2024 | 6145 | GIFFELS WEBSTER | 3,412.50 |
| 08/21/2024 | 6146 | HOME DEPOT CREDIT SERVICES | 3,673.84 |
| 08/21/2024 | 6147 | MARSHALL'S EXPRESS | 462.65 |
| 08/21/2024 | 6148 | NEARMAP US INC | 4,950.00 |
| 08/21/2024 | 6149 | PORT CITY COMMUNICATIONS, INC. | 348.43 |
| 08/21/2024 | 6150 | RED WING BUSINESS ADVANTAGE ACCOUNT | 877.49 |
| 08/21/2024 | 6151 | TAYLOR METAL FAB | 290.00 |
| 08/21/2024 | 6152 | TETRA TECH INC | 5,577.50 |
| 08/21/2024 | 6153 | TRACTOR SUPPLY CO. | 529.34 |
| 08/21/2024 | 6154 | VERIZON WIRELESS | 691.05 |
| 08/28/2024 | 6155 | G/O SEWER AUTHORITY | 59,256.00 |
| 08/28/2024 | 6156 | GENOA TWP /LAKE EDGEWOOD | 9,335.00 |
| 08/28/2024 | 6157 | HOWELL TOWNSHIP | 20,960.00 |
| 08/28/2024 | 6158 | MHOG WATER AUTHORITY | 95,485.00 |
| 08/28/2024 | 6159 | OAK POINTE OPERATING S/W | 20,204.00 |
| 08/28/2024 | 6160 | OAK POINTE OPERATING S/W | 17,025.00 |
| 08/28/2024 | 6161 | ULINE | 582.54 |
| 09/09/2024 | 6162 | PFEFFER, HANNIFORD, PALKA | 4,250.00 |
| 09/10/2024 | 6163 | WEX BANK | 5,424.89 |
| 503FN TOTALS: | | | |
| Total of 22 Checks: | | | 261,308.15 |
| Less 0 Void Checks: | | | 0.00 |
| Total of 22 Disbursements: | | | 261,308.15 |

592FN Check Register

| Check Date | Check | Vendor Name | Amount |
|---|-------|-------------------------------------|------------|
| Bank 592FN OAK POINTE OPERATING FUND #592 | | | |
| 08/22/2024 | 6157 | ADVANCE AUTO PARTS | 173.45 |
| 08/22/2024 | 6158 | AT&T | 181.47 |
| 08/22/2024 | 6159 | BRIGHTON ANALYTICAL LLC | 440.00 |
| 08/22/2024 | 6160 | CONSUMERS ENERGY | 274.04 |
| 08/22/2024 | 6161 | COOPER'S TURF MANAGEMENT LLC | 1,020.00 |
| 08/22/2024 | 6162 | DUBOIS-COOPER | 34,635.00 |
| 08/22/2024 | 6163 | GANNETT MICHIGAN LOCALIQ | 1,250.00 |
| 08/22/2024 | 6164 | GENOA TOWNSHIP DPW FUND | 27,716.30 |
| 08/22/2024 | 6165 | GENOA TOWNSHIP DPW FUND | 14,749.00 |
| 08/22/2024 | 6166 | GENOA TOWNSHIP DPW FUND | 561.29 |
| 08/22/2024 | 6167 | GENOA TOWNSHIP DPW FUND | 22,357.74 |
| 08/22/2024 | 6168 | GENOA TOWNSHIP DPW FUND | 851.00 |
| 08/22/2024 | 6169 | GENOA TOWNSHIP DPW FUND | 454.10 |
| 08/22/2024 | 6170 | HAVILAND PRODUCTS COMPANY | 2,530.00 |
| 08/22/2024 | 6171 | HYDROCORP | 299.25 |
| 08/22/2024 | 6172 | KENNEDY INDUSTRIES | 839.20 |
| 08/22/2024 | 6173 | STATE OF MICHIGAN | 520.00 |
| 08/22/2024 | 6174 | WATER SOLUTIONS UNLIMITED, INC | 2,335.00 |
| 08/28/2024 | 6175 | GENOA TWP OAK POINTE SEWER BOND | 90,932.54 |
| 08/28/2024 | 6176 | LIVINGSTON COUNTY REGISTER OF DEEDS | 30.00 |
| 09/05/2024 | 6177 | DTE ENERGY | 2,076.43 |
| 09/05/2024 | 6178 | DTE ENERGY | 1,243.90 |
| 09/05/2024 | 6179 | LIVINGSTON CO. REGISTER OF DEEDS | 30.00 V |
| Void Reason: WRONG CHECKING ACCOUNT | | | |
| 09/05/2024 | 6180 | PFEFFER, HANNIFORD, PALKA | 1,500.00 |
| 09/11/2024 | 6181 | AT&T LONG DISTANCE | 123.50 |
| 592FN TOTALS: | | | |
| Total of 25 Checks: | | | 207,123.21 |
| Less 1 Void Checks: | | | 30.00 |
| Total of 24 Disbursements: | | | 207,093.21 |

593FN Check Register

09/11/2024 01:38 PM
 User: denise
 DB: Genoa Township

CHECK REGISTER FOR GENOA TOWNSHIP
 CHECK NUMBERS 4501 - 5100

Page: 1/1

| Check Date | Check | Vendor Name | Amount |
|--|-------|---|------------------|
| Bank 593FN LAKE EDGEWOOD OPERATING FUND #590 | | | |
| 08/22/2024 | 4501 | CONSUMERS ENERGY | 16.00 |
| 08/22/2024 | 4502 | COOPER'S TURF MANAGEMENT LLC | 743.00 |
| 08/22/2024 | 4503 | DUBOIS-COOPER | 4,500.00 |
| 08/22/2024 | 4504 | EJ USA, INC. | 220.35 |
| 08/22/2024 | 4505 | GANNETT MICHIGAN LOCALIQ | 107.82 |
| 08/22/2024 | 4506 | GENOA TOWNSHIP DPW FUND | 12,382.00 |
| 08/22/2024 | 4507 | GENOA TOWNSHIP DPW FUND | 11,062.00 |
| 08/22/2024 | 4508 | GENOA TOWNSHIP DPW FUND | 99.40 |
| 08/22/2024 | 4509 | HYDRAULIC TUBE & HOSE SPECIALISTS Void Reason: INVOICE PAID WITH CREDIT CARD | 60.90 V |
| 08/22/2024 | 4510 | LOREA TOPSOIL & AGGREGATE | 86.00 |
| 08/22/2024 | 4511 | NORTHWEST PIPE & SUPPLY CO. | 33.19 |
| 08/22/2024 | 4512 | TETRA TECH INC | 280.00 |
| 09/05/2024 | 4513 | DTE ENERGY | 299.54 |
| 09/05/2024 | 4514 | PFEPPER, HANNIFORD, PALKA | 1,500.00 |
| 09/09/2024 | 4515 | DTE ENERGY | 260.96 |
| 09/09/2024 | 4516 | PIPELINE MANAGEMENT CO. LLC | 2,500.00 |
| 09/11/2024 | 4517 | CONSUMERS ENERGY | 142.38 |
| 593FN TOTALS: | | | |
| Total of 17 Checks: | | | 34,293.54 |
| Less 1 Void Checks: | | | 60.90 |
| Total of 16 Disbursements: | | | <u>34,232.64</u> |



Manage your account online at : www.chase.com/cardhelp

Customer Service: 1-800-945-2028

Mobile: Download the Chase Mobile® app today

| September 2024 | | | | | | |
|----------------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |

New Balance
\$5,525.53
 Minimum Payment Due
\$55.00
 Payment Due Date
09/01/24

INK CASH(SM) POINT SUMMARY

| | |
|--|--------|
| Previous points balance | 29,290 |
| + 1 Point per \$1 earned on all purchases | 5,526 |
| + 2Pts/\$1 gas stns, rstnls, ofc aply, hm impr | 4,000 |

Total points available for redemption 38,816

You have reached the maximum point accumulation for this statement period for additional points on Net Purchases at restaurants, gas stations, office supply stores and home improvement stores. The amount of Net Purchases that can earn additional points each statement period is \$2,000 which equates to 4,000 additional points.

Late Payment Warning: If we do not receive your minimum payment by the due date, you may have to pay a late fee, and existing and new balances may become subject to the Default APR.

Minimum Payment Warning: Enroll in Auto-Pay and avoid missing a payment. To enroll, go to www.chase.com

ACCOUNT SUMMARY

| | |
|--------------------------------------|---------------------|
| Account Number: | |
| Previous Balance | \$3,160.82 |
| Payment, Credits | -\$3,160.82 |
| Purchases | +\$5,525.53 |
| Cash Advances | \$0.00 |
| Balance Transfers | \$0.00 |
| Fees Charged | \$0.00 |
| Interest Charged | \$0.00 |
| New Balance | \$5,525.53 |
| Opening/Closing Date | 07/08/24 - 08/07/24 |
| Credit Limit | \$45,500 |
| Available Credit | \$39,974 |
| Cash Access Line | \$2,275 |
| Available for Cash | \$2,275 |
| Past Due Amount | \$0.00 |
| Balance over the Credit Limit | \$0.00 |

Utility Dept.
 UTILITY DEPT.

AUG 15 2024

RECEIVED

233-000-084-990

YOUR ACCOUNT MESSAGES

Effective October 10, 2024, you will not be able to use Chase credit cards to pay for third-party Buy Now Pay Later ("BNPL") installment plans. Payments to these installment plans (e.g., Klarna, AfterPay, etc.) using your Chase credit card will be declined.

If your Chase credit card is used for any of these recurring BNPL plans, please update the payment method with your BNPL provider to avoid any missed payments or late fees (if applicable).

0000001 FIS33339 C.1 0309

N Z 07 24/08/07

Page 1 of 2

05686 MA DA 19286

22010000010451928601



P.O. BOX 15123
 WILMINGTON, DE 19850-5123
 For Undeliverable Mail Only

Make your payment at
chase.com/paycard

Payment Due Date: 09/01/24
New Balance: \$5,525.53
Minimum Payment Due: \$55.00

Account number:

\$ _____ Amount Enclosed
 Make/Mail to Chase Card Services at the address below:



CARDMEMBER SERVICE
 PO BOX 6294
 CAROL STREAM IL 60197-6294

19296 BEK Z 22024 C
 GREG TATARA
 MHOG SEWER & WATER AUTH
 2911 DORR RD
 BRIGHTON MI 48116-9436



5000 160 28:9869 10 244974 7800



ACCOUNT ACTIVITY

| Date of Transaction | Merchant Name or Transaction Description | \$ Amount |
|---------------------|---|------------|
| 07/09 | MUNICIPAL WASTEWATER 5178811371 MI <i>G.O</i> | 96.90 ✓ |
| 07/09 | SQ *HYDRAULIC TUBE AND HO Howell MI <i>G.O</i> | 60.90 |
| 07/19 | | 659.22 ✓ |
| 07/23 | RHINO SEED BRIGHTON 810-6325640 MI <i>Genoa Trap Parks + Rec</i> | 65.00 ✓ |
| 08/01 | SQ *HYDRAULIC TUBE AND HO Howell MI <i>G.O</i> | 26.80 |
| 08/01 | STAPLES 00107730 BRIGHTON MI <i>G.O</i> | 113.37 |
| 08/02 | AMAZON MKTPL*RF51O6OW1 Amzn.com/bill WA <i>G.O</i> | 175.96 ✓ |
| 08/02 | STAPLES 00107730 BRIGHTON MI <i>G.O</i> JAMES AULETTE TRANSACTIONS THIS CYCLE (CARD) \$2577.51 | 1,379.36 ✓ |
| 07/18 | Payment ThankYou Image Check | -3,160.82 |
| 07/10 | GoToCom*GoToConnect goto.com MA <i>MHOG</i> | 249.59 ✓ |
| 07/29 | CFS FLOWERS AND GIFTS WWW.RUNCFS.CO MA <i>DPW-</i> | 121.97 ✓ |
| 08/04 | RINGCENTRAL INC. 888-898-4591 CA <i>DPW phone</i> GREG TATARA INCLUDING TRANSACTIONS THIS CYCLE (CARD) | 66.40 ✓ |
| 07/15 | PAYMENTS RECEIVED | 44.99 ✓ |
| 07/15 | AMAZON MKTPL*RS5AP6N40 Amzn.com/bill WA <i>mhog</i> | 30.82 ✓ |
| 07/26 | AMAZON MKTPL*RV6Z6Q2 Amzn.com/bill WA <i>DPW phone mhog</i> | 94.96 ✓ |
| 08/05 | STAPLES 00107730 BRIGHTON MI <i>oh</i> ALEX CHIMPOURAS TRANSACTIONS THIS CYCLE (CARD) \$761.13 | 590.36 ✓ |
| 07/08 | MSU PAYMENT ONLINE 517-355-5023 MI <i>101-701-910-000</i> | 375.00 |
| 07/08 | MSU PAYMENT ONLINE 517-355-5023 MI <i>101-701-910-000</i> | 575.00 |
| 07/09 | ADOBE *800-833-6687 800-833-6687 CA <i>101-261-751-000</i> | 206.10 |
| 07/24 | AMAZON MKTPL*RJ6GN7KV2 Amzn.com/bill WA <i>101-261-751-000</i> | 21.80 |
| 07/24 | AMAZON MKTPL*RJ7022R12 Amzn.com/bill WA <i>101-261-751-000</i> | 44.40 |
| 07/29 | AMAZON MKTPL*RV34H9QO2 Amzn.com/bill WA <i>101-261-751-000</i> | 6.83 |
| 07/29 | AMAZON MKTPL*RV68Z6QN2 Amzn.com/bill WA <i>101-262-751-001</i> | 67.58 |
| 08/04 | Amazon.com*RF0NP5051 Amzn.com/bill WA <i>101-262-751-001</i> | 169.08 |
| 08/05 | AMZN Mktpl US*RF50W8MK1 Amzn.com/bill WA <i>101-261-751-000</i> KELLY VANMARTER TRANSACTIONS THIS CYCLE (CARD) \$1748.93 | 283.14 |

| 2024 Totals Year-to-Date | |
|--------------------------------|--------|
| Total fees charged in 2024 | \$0.00 |
| Total interest charged in 2024 | \$0.00 |

Year-to-date totals do not reflect any fee or interest refunds you may have received.

INTEREST CHARGES

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

| Balance Type | Annual Percentage Rate (APR) | Balance Subject To Interest Rate | Interest Charges |
|--------------------------|------------------------------|----------------------------------|------------------|
| PURCHASES | | | |
| Purchases | 18.49%(v)(d) | - 0 - | - 0 - |
| CASH ADVANCES | | | |
| Cash Advances | 29.99%(v)(d) | - 0 - | - 0 - |
| BALANCE TRANSFERS | | | |
| Balance Transfers | 18.49%(v)(d) | - 0 - | - 0 - |

(v) = Variable Rate
(d) = Daily Balance Method (including new transactions)
(a) = Average Daily Balance Method (including new transactions)
Please see Information About Your Account section for the Calculation of Interest Rate, Annual Renewal Notice, How to Avoid Interest on Purchases, and other important information, as applicable.

31 Days in Billing Period

GENOA CHARTER TOWNSHIP BOARD
Regular Meeting
August 19, 2024

MINUTES

Supervisor Rogers called the regular meeting of the Genoa Charter Township Board to order at 6:30 pm at the Township Hall. The following members were present constituting a quorum for the transaction of business: Bill Rogers, Jean Ledford, Terry Croft, Robin Hunt, Diana Lowe and Jeff Dhaenens. Absent was Paulette Skolarus. Also present was Township Manager Kelly VanMarter, Township Attorney Joe Seward, and 23 people in the audience.

The Pledge of Allegiance was recited.

The call to the public was opened at 6:31 pm.

Mr. Mike Panczyk of 9484 Wendover Court received the news about the pot shop proposal that will be on the ballot in November. They were involved in the controversy in the City of Brighton and successfully defeated that proposal. The Board cannot take a side on this proposal but it can educate people. He provided a fact sheet from the City of Rochester that can be used. Citizens can also organize to lobby and campaign against this.

Mr. Ben Tasich of 3492 Lakewood Shores Drive is a 25 year resident of the township and a veteran. He provided a copy of an article about the demonstration about white supremacy in downtown Brighton this Saturday. The County Commissioners and the Township Trustees have not responded to this. He believes in the right to demonstrate peacefully, but he hopes the township will take official action letting these organizations know that our community does not promote this type of violence and hate.

Ms. Theresa Pancyzk of 9484 Wendover Court showed a book written by a mother in Colorado about the impact of marijuana on teens. Today's pot is highly concentrated THC.

The call to the public was closed at 6:38 pm.

Approval of Consent Agenda:

Ms. Lowe requested to move Item #2 to the regular agenda.

Moved by Lowe, supported by Dhaenens, to approve the Consent Agenda as amended. **The motion carried unanimously.**

1. Payment of Bills: August 19, 2024

~~2. Request to approve the August 5, 2024 regular meeting minutes. (Moved to Regular Agenda)~~

Approval of Regular Agenda:

Ms. Lowe requested to remove Item #3 from the agenda, per the request of the Howell Area Parks and Recreation Authority.

Moved by Ledford, supported by Croft, to approve the Regular Agenda as amended. **The motion carried unanimously.**

2. Request to approve the August 5, 2024 regular meeting minutes. (Moved from Consent Agenda)

Ms. Lowe noted three changes needed.

Moved by Lowe, supported by Dhaenens, to approve the August 5, 2024 minutes as amended. **The motion carried unanimously.**

~~**3. Consideration of a request to approve the continuation of financial support to ensure the operation of Howell Area Parks and Recreation Authority programs and services.**~~

4. Presentation and request to receive and place on file the Fiscal Year April 1, 2023 March 31, 2024 Township Audit as presented by Maner Costerisan.

Mr. Tyler Baker of Maner Costerisan presented the Trustees with the audit report and a copy of tonight's presentation. He thanked Ms. VanMarter and Ms. Hunt and their teams for their assistance during the audit process.

He reviewed the Auditor's Report, which included details of the total assets, total liabilities, pension information, budget vs. actual for revenue and expenses, prior five-year trend, and the breakdown of financial sources and expenditures. The governance letter states that this was a clear audit.

Ms. Hunt thanked Mr. Baker and his team.

Mr. Dhaenens thanked staff and Mr. Baker for their work. He asked if the public works section includes the township's contribution for the road projects that have recently been approved. Ms. VanMarter stated that money would show in the "Transfers Out" section.

Moved by Hunt, supported by Lowe, to receive and place on file the Fiscal Year April 1, 2023 March 31, 2024 Township Audit as presented by Maner Costerisan. **The motion carried unanimously.**

5. Public Hearing on the proposed Special Assessment Roll for the Earl Lake Aquatic Weed Control Special Assessment Project (Winter 2024).

- A. Call to the Property Owners**
- B. Call to the Public**

The call to the property owners was opened at 6:57 pm with no response.

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

6. Request for approval of Resolution #5 Confirming the Special Assessment Roll for the proposed Earl Lake Aquatic Weed Control Special Assessment Project (Winter 2024). (Roll Call)

Moved by Lowe, supported by Dhaenens, to approve Resolution #5 Confirming the Special Assessment Roll for the proposed Earl Lake Aquatic Weed Control Special Assessment Project (Winter 2024). **The motion carried with a roll call vote (Ledford - yes, Croft - yes, Hunt - yes, Lowe - yes, Dhaenens - yes, Skolarus - absent, and Rogers - yes).**

7. Public Hearing on the proposed Special Assessment Roll for the Milroy Lane and Mystic Lake Drive Subdivision Road Rehabilitation Special Assessment Project (Winter 2024).

- A. Call to the Property Owners**
- B. Call to the Public**

The call to the property owners was opened at 6:58 pm.

Mr. Pete Hodde of 5101 Mystic Lake spoke to the Road Commission and they said this project has already been approved and given to Allied Asphalt.

Mr. Jim Mitte of 5190 Mystic Lake Drive is comfortable with the project. They have sprinkler heads along the road. Will those be put back? He thanked the Board for their work.

Mr. Vick Watson of 5487 Mystic Lake stated he and his wife Diane have lived there for 39 years. They support the road project. He asked when the project will start and end.

The call to the property owners was closed at 7:01 pm.

The call to the public was opened at 7:01 pm with no response.

Ms. VanMarter stated that the Livingston County Road Commission puts their subdivision paving work out to bid once a year for all of their projects, so they have selected Allied Asphalt this year. She noted that in the past, the contractor does repair damage to any sprinkler systems. In the letter that they will be sending to the residents, they will ask that sprinkler systems be turned off while the project is occurring. She does not have specific dates for the project; however, it is anticipated to start late September or early October.

Mr. Dhaenens asked Ms. VanMarter to explain the SAD process. She stated it is a citizen-initiated process. After the request is made, the Township contacts the Livingston County Road Commission and then they provide an estimate for the work. That information is given to the homeowner who initiated the request so they can share it with their neighbors. There must be

more than 50 percent of the residents who are in favor of it for it to go to the Township Board for approval.

Ms. Hunt stated that if anyone is interested in paying this off to avoid it going on the tax bill, payment would need to be submitted by mid-September. Also, any amount can be paid at any time and the interest would be recalculated based on the remaining balance.

8. Request for approval of Resolution #5 Confirming the Special Assessment Roll for the proposed Milroy Lane and Mystic Lake Drive Subdivision Road Rehabilitation Special Assessment Project (Winter 2024). (Roll Call)

Moved by Ledford, supported by Lowe, to approve Resolution #5 Confirming the Special Assessment Roll for the proposed Milroy Lane and Mystic Lake Drive Subdivision Road Rehabilitation Special Assessment Project (Winter 2024). **The motion carried with a roll call vote (Ledford - yes, Croft - yes, Hunt - yes, Lowe - yes, Dhaenens - yes, Skolarus - absent, and Rogers - yes).**

9. Request for approval of an environmental impact assessment (dated 7/17/24) related to a site plan for a proposed 56-space parking lot addition for Community Bible Church. The property is located at 7372 Grand River Avenue at the southwest corner of Grand River and Harte Drive. The request is petitioned by Tower Group.

Mr. Brian Townsley of Tower Group and Mr. Scott Tousignant of Boss Engineering were present. Mr. Tousignant provided a review of the project. They have approximately 60-70 volunteers that are not in the sanctuary during the time of services so they need additional parking about the maximum allowed. The adjacent property owner, Mr. Harte, allows them to utilize his parking lot during the church services. They would like to increase the parking lot by 56 spaces. This location was shown on the original plans as future parking.

Mr. Dhaenens stated the Planning Commission had a great discussion with the applicant. There was a discrepancy if Harte Drive is a private drive or a public roadway, which would determine the required setback. The Planning Commission is requiring the applicant to receive a variance from the ZBA or revise the plans to meet the 10-foot setback requirement.

Mr. Tousignant stated it was originally a side yard, and now that Harte Drive has become a PUD there is a discrepancy as to the designation of the road and the township believes it is a private road; however, the Livingston County Road Commission believes it is public. They are deciding if they will continue to request the variance or if they will redo the plans and lose parking spaces to comply with the ordinance requirements. They would like to have the improvements completed in this construction season, so that will be a factor on how they continue.

Moved by Dhaenens, supported by Lowe, to approve the Environmental Impact Assessment dated July 17, 2024 for Community Bible Church for a proposed 56-space parking lot addition.

The approval is based on the following conditions:

1. The applicant will seek ZBA approval for a 10-foot setback from Harte Drive.
2. The applicant shall add an additional four ADA parking spaces.
3. The landscaping needs to meet the requirements of a Buffer Zone C per the zoning ordinance.
4. The applicant will comply with the conditions in the engineer and fire department letters.
5. The applicant is encouraged to work with the adjacent property owner to legitimize the use of their parking lot.

The motion carried unanimously.

10. Request for approval of proposed Ordinance number Z-24-01 regarding text amendments to Article 7, Commercial and Service Districts, Table 7.02 to allow Laundromats as a special land use in the OSD District. (Roll Call)

Ms. VanMarter stated this was initiated by Township Staff and the Planning Commission to allow laundromats in the Office Service District (OSD). She noted that part of the OSD ordinance states that uses in this district can include services that serve the neighboring residents. There are concerns with this type of use, so it is being proposed to be allowed as a special use, which will require that each one to receive approval from the Township. She noted that The Livingston County Planning Commission recommended denying it because they had the same concerns as her and staff. She noted the County Planner recommended approval.

Ms. Hunt agrees allowing it as long as it requires special use approval.

Moved by Lowe, supported by Dhaenens, to approve and adopt Ordinance Z 24-01 to amend Zoning Ordinance Section 7.02 Permitted and Special Land Uses within Article 7 entitled Commercial and Service districts. **The motion carried with a roll call vote (Ledford - yes, Croft - yes, Hunt - yes, Lowe - yes, Dhaenens - yes, Skolarus - absent, and Rogers - yes).**

11. Request for the introduction of proposed Ordinance number Z-24-02 regarding text amendments to Article 16, Sign Standards involving incidental/informational Signs, pole signs, and minor revisions and to set the meeting date for considering the proposed ordinance for adoption before the Township Board on Monday, September 16, 2024.

Ms. VanMarter stated these amendments were initiated by the request for the Story Walk at the Township Hall. The current ordinance does not allow for pole signs. This amendment includes clarifications and changes that have been identified by Staff. The consideration of approval would be at the next meeting.

Supervisor Rogers agrees that the Township must comply with the ordinance the same as other applicants.

Moved by Hunt, supported by Ledford, to introduce proposed Ordinance Number Z-24-02 and to set the meeting date to consider adoption before the Township Board on Monday, September 16th, 2024 for the purpose of considering the proposed zoning ordinance text amendment to Article 16 Sign Standards. **The motion carried unanimously.**

12. Request for the introduction of proposed Ordinance number Z-24-03 regarding text amendments to Article 10, Planned Unit Development, Section 10.02.05 and 10.03.01 and to set the meeting date for considering the proposed ordinance for adoption before the Township Board on Monday, September 16, 2024.

Ms. VanMarter stated this change is for residential PUD's only. The largest part is a major change to minimum lot size without municipal water and sewer. It changes it from 1-acre lot size to $\frac{3}{4}$ of an acre. The rationale is to give the Township tools within the PUD to preserve natural and environmental features and protect adjacent residential properties. Tonight is the introduction and first reading for these amendments. They will be at the next meeting for consideration.

Ms. Hunt would not be in favor of this if it was less than $\frac{3}{4}$ of an acre. Mr. Dhaenens stated it is a win to be able to preserve open space.

Moved by Lowe, supported by Hunt, to introduce proposed ordinance number Z-24-03 and to set the meeting date to consider adoption before the Township Board on Monday, September 16th, 2024 for the purpose of considering the proposed zoning ordinance text amendment to Article 10 Planned Unit Development. **The motion carried unanimously.**

13. Request for approval to appoint Matthew Hurley as the alternate to the Zoning Board of Appeals with a term ending June 30, 2025 as recommended by the Township Supervisor.

Mr. Hurley stated he has lived in the Township for 27 years. He likes to be involved in the community and being on the Zoning Board of Appeals will be a good introduction for him. Supervisor Rogers thanked Mr. Hurley for stepping up and also for receiving the education for the ZBA position.

Moved by Dhaenens, supported by Ledford, to appoint Matthew Hurley as the alternate to the Zoning Board of Appeals for a term ending on June 30, 2025 as recommended by the Township Supervisor. **The motion carried unanimously.**

14. Consideration of a request from Cooper's Turf Management to repair and improve drainage on the north soccer field (Field 2) to address issues with standing water at a

cost not to exceed \$59,375 from Parks and Recreation Fund #208-751-934-017 for North Soccer Field Drainage Repair.

Ms. Van Marter stated this was on the agenda previously and the Board asked Staff to obtain more bids because it was so high. Two more bids were received and one was for \$75,000 and one for over \$140,000, so the original bid was the most competitive.

Ms. Lowe said it needs to be done.

Ms. Hunt asked when the work would be done. Ms. VanMarter stated it would be done in the spring. Ms. Hunt would like to delay this due to the failure of the Howell Recreation Millage request. If it does not pass when it is put on the ballot again in November, there will be no one to use or manage that field. Supervisor Rogers agrees.

Ms. Ledford noted that the proposal was good for seven days. Ms. VanMarter will contact the contractor to ask for the quote to be extended.

Moved by Hunt, supported by Dhaenens, to postpone this project predicated on the Howell Parks and Recreation millage vote on the November election. **The motion carried unanimously.**

15. Consideration of a request for approval of a proposal from American Video Transfer to upgrade the audio in the Boardroom at a cost not to exceed \$5,580 from Building and Grounds Fund Line Item #249-265-981-012.

Ms. VanMarter stated that Staff has been planning upgrades to the boardroom, but the quotes were very high. Most of the time the acoustics are good; however, there are other times when members of the audience have difficulty hearing speakers. There are things that can be done to upgrade the sound system.

Supervisor Rogers stated the Township was aware of the audio problems but it was being postponed so it could be done with the room upgrades.

Moved by Lowe, supported by Croft, to approve the proposal from American Video for \$5,580.00 for upgrades to the Township Boardroom audio system. **The motion carried unanimously.**

Member Discussion

Ms. Lowe asked if anything has been started with renovating the Herbst house. Supervisor Rogers stated they are researching what can be done to upgrade the home for meeting spaces, etc. Ms. VanMarter showed photographs of some of the work that has started on the property per the agreement with MHOG for them to store their materials.

Ms. VanMarter stated the electrical repair went as was expected. The building was closed for two days. Adam VanTassel, the IT/Facilities Director and Greg Tatara, the Utilities Director were on site during the project. Carol Hanus, Utility Billing Specialist was also available and helped field calls

because the building was closed to the public. The work will prevent water from ever entering the basement of the Township Hall.

Adjournment

Moved by Ledford, supported by Lowe, to adjourn the meeting at 7:41 pm. **The motion carried unanimously.**

Respectfully Submitted,

Patty Thomas
Recording Secretary

Approved: Paulette Skolarus, Clerk
Genoa Charter Township

Bill Rogers, Supervisor
Genoa Charter Township



Dear Genoa Township Board of Trustee,

I hope this letter finds you well. I am writing to you today on behalf of the Howell Area Parks and Recreation Authority to address a matter of significant importance to our community. As you are aware, the millage attempt for Howell Recreation on August 6th did not pass. Though the majority of voters collectively voted “YES” the State of Michigan Recreation Authority Act states that the millage must pass in each participating member of the recreation Authority. According to our bylaws, this unfortunate outcome means that Howell Recreation will officially disband in 90 days unless we receive a two-thirds vote of approval from our participating municipalities to continue our operations.

The failure of the millage presents a critical juncture for our community. Howell Recreation has been an essential part of our community, providing diverse and inclusive programs that foster community engagement, promote health and wellness, and enhance the overall quality of life for our residents. The impact of disbanding this organization would be profoundly felt by all.

Over the years, Howell Recreation has made significant contributions to our community by:

1. **Offering a Wide Range of Programs:** From youth sports and summer camps to adult fitness classes and senior activities, Howell Recreation has catered to the needs and interests of residents of all ages.
2. **Promoting Health and Wellness:** Our programs have encouraged healthy lifestyles, physical activity, and social interaction, contributing to the well-being of our community members.
3. **Fostering Community Engagement:** Through events like Melon Festival and activities Legend of Sleepy Howell, Howell Recreation has brought people together, creating a sense of community and belonging.
4. **Supporting Economic Impact:** Our programs and events attract participants from outside the area, supporting local businesses and boosting the local economy.

The dissolution of Howell Recreation would result in the loss of these valuable services and opportunities. It is imperative that we find a way to continue our operations for the benefit of our community.

I am writing to request that Genoa Township Board would continue to support the relationship with Howell Recreation. We need your vote to secure the necessary approval to keep our organization running and to continue providing the services that our community relies on. Your support will ensure that Howell Recreation can continue to be a cornerstone of our community, promoting health, wellness, and community engagement.

We understand the financial challenges and constraints that municipalities face, but we firmly believe that the benefits of supporting Howell Recreation far outweigh the costs. The value that we bring to the community is immeasurable, and with your support, we can continue to make Howell a vibrant, healthy, and connected community.

Thank you for your time and consideration. We look forward to your positive response and continued partnership.

Sincerely,

Tim Church
Executive Director



Dear Howell Recreation Community,

We wanted to take a moment to update you on the recent millage vote. While the majority of voters did cast a supporting “YES” vote, according to the State Recreation Authority Act, we did need to have the millage successfully pass in each of the 5 municipalities. We were not successful in Marion Township by less than 200 votes. As we are disappointed to report that the millage did not pass, we are deeply encouraged by the support and engagement we received from the community. It’s clear that many of you share our vision for enhancing Howell Recreation, and we are committed to trying again on November 6th.

We understand that there may have been some confusion about what the Howell Recreation Millage supports. We want to clarify a few key points to ensure that everyone has the correct information moving forward:

1. **Howell Recreation Millage vs. 2023 School Bond:** The Howell Recreation Millage is entirely separate from the 2023 School Bond. The funds from this millage are dedicated solely to supporting and expanding our recreation programs and facilities.
2. **Racetrack Projects:** This is a private business venture, the millage will not be used for any projects related to the racetrack being built off D-19. Our focus remains on recreational opportunities and community engagement within Howell.
3. **Scofield Park Passes:** While we understand the frustration regarding park passes to Scofield Park, the millage will not impact this situation. The City of Howell regulates and operates Scofield Park, including the distribution of park passes. To learn more about the City of Howell’s Park Pass policy, [click here](#).

Our goal is to improve communication and ensure that everyone understands the true purpose and benefits of the Howell Recreation Millage. We are dedicated to addressing any misunderstandings and providing clear, accurate information to our community.

We appreciate your continued support and believe that together, we can make Howell an even better place to live, work, and play. Please stay engaged and informed as we move toward the November 6th vote. Your voice and your vote are crucial in shaping the future of Howell Recreation.

Thank you for your support and dedication to our community.

Best Wishes

Tim Church

Executive Director

STATE OF MICHIGAN

RESOLUTION NO. 240916
(Enacted _____)

**RESOLUTION APPROVING CONTINUATION OF SERVICES WITH
HOWELL AREA PARK AND RECREATION AUTHORITY**

WHEREAS, the Howell Area Park and Recreation Authority (hereinafter “HAPRA”) is created under the Michigan Recreation Authority Act 321 of 2000 (hereinafter the “Act”), MCL 123.1131, et al; and

WHEREAS, HAPRA adopted Articles of Incorporation, Fourth Amended – Approved June 20, 2017, pursuant to MCL 123.1135(3); and

WHEREAS, the City of Howell, Oceola Township, Genoa Township, Marion Township and Howell Township are participating municipalities of Howell Area Parks & Recreation Authority; and

WHEREAS, HAPRA proposed a levy on all the participating municipalities to fund HAPRA, which went to the vote of the electors on August 6, 2024.

WHEREAS, the Levy passed in the City of Howell, Oceola Township, Genoa Township, and Howell Township, but failed in Marion Township; and

WHEREAS, if a levy fails to pass in all participating jurisdictions, it does not pass in any jurisdiction, per MCL 123.1141(3); and

WHEREAS, under HAPRA Articles of Incorporation, Fourth Amended, Approved June 20, 2017, provide that if a levy is not approved by the voters, HAPRA shall automatically dissolve unless within 90-days of August 6, 2024 at least 2/3 of participating municipalities pass a Resolution to continue the Authority, please see Article XIII, Financing the Authority, Subsection A.

IT IS THEREFORE RESOLVED that: that _____ Board strongly supports and hereby approves continuation of the Howell Area Parks & Recreation Authority, pursuant to the requirements of the Articles of Incorporation of HAPRA, Article XIII, Financing the Authority, Subsection A.

SECTION 2: The Clerk of _____ Board shall transmit a fully executed copy of this Resolution to the Clerk of HAPRA, and all other participating municipalities’ Clerks, within 15 days of its Adoption.

I further certify that the following Members were present at said meeting: _____

and that the following Members were absent: _____

_____.

I further certify that Members, _____, moved for adoption of said resolution, and that Members, _____, supported said motion.

I further certify that the following Members voted for adoption of said Resolution: _____

_____, Chairperson

I certify that the above is a true copy of Resolution No _____ adopted by the _____ at its meeting held on _____.

_____ Recording Secretary

Drafted by: John L. Gormley (P53539)
Gormley Law Offices, PLC
Attorney for the Howell Area Park and Recreation Authority
101 East Grand River Avenue
Fowlerville, Michigan 48836
(517) 223-3758

ARTICLES OF INCORPORATION
HOWELL AREA PARKS AND RECREATION AUTHORITY
Fourth Amended – Approved 06/20/2017

ARTICLE I

NAME AND OFFICE

The name of the Authority shall be and is the “Howell Area Parks and Recreation Authority”, hereinafter referred to as the “Authority”. The principal office of the Authority shall be located at 925 W. Grand River Avenue, Howell, Michigan or at such other location as may be designated by the Board of the Authority.

ARTICLE II

DEFINITIONS

The terms **Authority, Board, Participating Municipalities, Park, Recreational Purposes, Swimming Pool, and Territory of the Authority** as used in these Articles of Incorporation shall be as now or hereafter defined in Section 1 of Michigan Public Act 321 of 2000, as amended (“Act 321”), that being MCL 123.1133, *et seq.* Other terms shall have such meaning as may be specified in the various provisions of these Articles of Incorporation.

ARTICLE III

PARTICIPATING MUNICIPALITIES AND TERRITORY

The participating municipalities of the Authority are the City of Howell, and the portions of the Genoa Charter Township, Township of Howell, Township of Marion & Township of Oceola which are contained in the Howell Public School District, in the County of Livingston, Michigan, all of which are hereby designated and referred to in these Articles as the “participating municipalities.” The “territory of the Authority” shall be all of the combined territory of the participating municipalities as stated in this paragraph.

ARTICLE IV

PURPOSE

The purpose of the Authority shall be to construct, operate, maintain and/or improve recreational facilities, including, but not limited to, parks, swimming pools, recreation centers, auditoriums and any other facilities authorized by Section 5 of Act 321, to acquire land for recreation purposes authorized by Section 5 of Act 321, and to provide recreational services as authorized by Act 321.

ARTICLES OF INCORPORATION
HOWELL AREA PARKS AND RECREATION AUTHORITY
Fourth Amended – Approved 06/20/2017

ARTICLE V

POWERS

The Authority shall be a body corporate with power to sue or be sued in any court in the State of Michigan. Its jurisdiction shall include all of the total territory embraced within the described boundaries of its participating municipalities, as defined in Article III of these Articles, as now constituted or hereafter changed through annexation, detachment, consolidation or change of municipal identity.

The Authority shall possess all of the powers specified in Act 321 and all other laws of the State of Michigan and all the powers necessary to carry out the purposes thereof and those powers incidental thereto. It may acquire property by purchase, lease, grant, gift, devise, land contract or installment purchase contract, either within or outside its corporate limits, and may hold, manage, control, sell (if the assets are owned by the authority), exchange or lease owned property for a system of parks and public recreational facilities including, but not limited to, related buildings, structures, sports fields, apparatus, equipment, pathways, waterways, athletic courts and pools used in connection with the operation of a parks and recreation program. It may acquire, by purchase, lease or otherwise, and succeed to any or all of the rights, obligations and property of the cities or townships, or any parts thereof, toward lands and structures within the territorial limits of the Authority comprising parks and recreational facilities. Upon approval of these Articles of Incorporation, no approval of the electors shall be necessary for the Authority to acquire and/or manage parks and facilities located within or outside the Authority. The Authority may sell or lease owned lands and facilities within or outside the Authority's boundaries. The Authority may exercise all powers in the management and control of Authority property, including the extent of use by persons residing outside the boundaries of the Authority, and in the administration of the Authority, whether such powers are expressly enumerated or not.

ARTICLE VI

TERM

The Authority shall continue in existence perpetually or until dissolved by the majority vote of each of the then participating municipalities. A participating municipality shall not withdraw from the Authority during the period for which the Authority has been authorized to levy a tax by the electors of the Authority.

ARTICLE VII

FISCAL YEAR

The fiscal year of the Authority shall commence on the first day of January in each year and shall end on the last day of December of the same year.

ARTICLES OF INCORPORATION
HOWELL AREA PARKS AND RECREATION AUTHORITY
Fourth Amended – Approved 06/20/2017

ARTICLE VIII

GOVERNING BOARD

The Authority shall be directed and governed by an odd number Board of Trustees, known as the “Howell Area Parks and Recreation Authority Board” and hereinafter sometimes referred to as the “Board,” which shall be made up of one member selected by the governing body of each participating municipality, each of whom shall be an elected official of said participating municipality. Each member of the Board shall qualify by taking the constitutional oath of office and filing it with the clerk of his or her respective participating municipality.

The Recreation Authority Board and the governing body of each participating municipality may appoint an alternate member who shall attend meetings and vote and otherwise act at such meetings in the absence of the member appointed by such governing body. Alternate members must meet the requirements as set forth in this Article VIII.

The Authority shall not employ members of the Board, or members of their immediate families, in any position other than one which is voluntary and unpaid. Each year in December, the board shall elect officers at an organizational meeting including: Chairman, Vice Chairman, Secretary, and Treasurer. Officers shall serve until the organizational meeting of the following year or until their respective successors shall be selected and qualified. No selection to the Authority and no selection of an officer shall be deemed to be invalid because it was not made with or at the time specified in these Articles. Any Board member may be removed at any time for cause or without cause by action of the governing body that selected such member.

ARTICLE IX

COMPENSATION

Pursuant to the requirements of Act 321, members of the Authority Board shall not be compensated for their service by the Authority. Each member of the Board shall, however, be entitled to reimbursement for all expenditures made by him or her in carrying out official duties as may be approved by the Board and to the extent authorized by the budget for the Authority for each fiscal year.

ARTICLE X

VACANCY

In the event of a vacancy on the Board, the governing body selecting such representative shall fill the vacancy as expeditiously as possible.

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ARTICLE XI

MEETINGS

Meetings of the Authority shall be held as required and at least quarterly at such time and place as shall be prescribed by resolution of the Board. Each member of the Board shall have one vote. Special meetings of the Board may be called by the Chairperson, or any two (2) members thereof, by written notice to the time, place and purposes thereof, upon each member of the Board, personally, or by leaving it at his or her place of residence at least twenty-four (24) hours prior to the time of such meeting, or by depositing the same in the U.S. Post Office or mail box within the limits of the Authority, at least seventy-two (72) hours prior to the time of such meeting, enclosed in a sealed envelope properly addressed to such member at his or her home address or office address, whichever shall have been designated by the member, with postage fully prepaid. If a member has not designated a mailing address for Board purposes, notice must be mailed to both the member's home and office addresses. Any meeting of the Board shall be held, and any notice therefore shall be given, in accordance with the provisions of Act 267, Public Acts of Michigan, 1976, as amended. (Open Meetings Act.) Any member may waive notice of any special meeting either before or after the holding thereof. At least a majority of the voting members of the Board shall be required for a quorum. The Board shall act by motion or resolution. A vote of the majority of the members of the Board who are present at any meeting, at which a quorum is present, shall be sufficient for passage of any motion or resolution. However, notwithstanding anything herein to the contrary, any vote regarding the annual budget, capital expenditures, projected revenues, projected expenditures, budget and budget amendments, shall only be voted upon by a vote of the majority of the members of the Board, and not the majority which would otherwise constitute a quorum.

The Board shall have the right to adopt rules governing its procedures, which are not in conflict with the terms of any statute of the State of Michigan or of these Articles of Incorporation. The Board shall keep a record of its proceedings, which record shall be signed by the Secretary and open to the public. All votes shall be "Yes," "No" or "Abstain," provided where the vote is unanimous, it shall only be necessary to so state.

ARTICLE XII

DUTIES OF BOARD AND OFFICERS

The Chairperson of the Board shall be the presiding officer thereof, and shall be permitted, with the consent of the Board, to appoint committees of the Board as necessary. Except as herein otherwise provided, the Chairperson and Board Members shall not have any executive or administrative functions other than as a member of the Board. In the absence or disability of the Chairperson, the Vice-Chairperson shall perform the duties of the Chairperson. The Secretary shall be the recording officer of the Board. The Treasurer shall be the custodian of the funds of the Authority and shall give to it a bond conditioned upon the faithful performance of the duties of his or her office. All money shall be deposited in a bank or banks, to be designated by the Board, and all

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checks or other forms of withdrawal there from shall follow the approved financial policies as accepted by the Board of Trustees. All authorized signatories shall give a bond conditioned upon the faithful performance of the prescribed duties. The Authority shall pay the cost of the bonds.

ARTICLE XIII

REVENUE SOURCES, BUDGETING, AND FINANCING THE AUTHORITY

Revenue Sources

The Authority shall have the power to assess and collect fees, rents, tolls, excises, and service charges; to borrow money and issue revenue bonds in accordance with the provisions of Act 94, Public Acts of Michigan, 1933, as amended; to borrow money and issue bonds on the credit of the Authority a sum not to exceed 2 mills of the taxable value of the taxable property within the territory of the Authority for the purpose of acquiring, owning, purchasing, constructing, maintaining or operating a system of parks and recreational facilities or any combination thereof; and to appropriate money annually for Authority purposes and to lay and collect taxes for Authority purposes in a sum not to exceed one (1) mill provided that it is approved in each participating municipality by a vote of the electorate, as provided in Act 321, and to raise revenue by any other levy or bond issuance authorized by Act 321. The term of any bond, note, land contract, installment purchase contract or other borrowed money shall not extend beyond the last day of the fiscal year of a property tax authorized under Article XIII.

Financing the Authority

A. Financial Contribution From Each Participating Municipality Until Millage Election

Beginning July 1, 2017 the participating municipalities of the City of Howell, Genoa Charter Township, Township of Howell, Township of Marion and Township of Oceola, will have a top participation contribution funding level of \$ 100,000. Future participating municipalities will have the option of joining the Authority at the top participation contribution funding level at the time of their entry request or the following option where the first year funding level is \$ 50,000. Starting in the second year of participation the lower contribution rate will rise by \$ 25,000; in the third year of participation the lower contribution rate will rise by \$ 25,000; in the fourth year of participation the lower level contribution will become equal to the top participation contribution level.

The top participation contribution level shall remain the same until the lower contribution rate equals the top participation contribution level then all contributions under this formula will raise by the Consumer Price Index for the preceding year beginning with the following fiscal year.

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Residents of municipalities who participate at the top participation contribution level will be entitled to the lowest resident program fee structure. Residents of future participating municipalities with a first year funding level of \$ 50,000 will be assessed a program fee equaling 50% higher than the resident program fee. Residents of future participating municipalities with a second year funding level of \$ 75,000 will be assessed a program fee equaling 25% higher than the resident program fee. Residents of future participating municipalities with a third year funding level of \$ 100,000 will be assessed a program fee equaling 10% higher than the resident program fee.

Once the participating contribution rates are equalized to the top participation contribution level then all residents of participating municipalities will be charged the same resident program fees. Any resident of a nonparticipating municipality will be generally charged two times the normal program fee. Annual financial contributions shall be invoiced and paid quarterly to the Authority.

It is the intent of the participating municipalities and these Articles that the question of a property tax levy as authorized by Section 11 of Act 321 will be put to the electorate with the earliest date of 2018 or at such subsequent time as the board shall determine. In the event said levy shall be approved, the funding mechanism in subsection B will replace the funding mechanism in this subsection. In the event that the levy is not approved by the voters, or any future renewal of such levy is not approved by the voters, it is the intent of these Articles, without further action being required, that the Authority will dissolve, and said dissolution will be conducted in accordance with Article XV of these Articles, unless two-thirds (2/3rds) of the participating municipalities shall, by resolution of their governing bodies within 90 days of the failure of the millage question, determine that the Authority should continue. In the event that two-thirds of the participating municipalities resolve to continue the Authority, all participating members not so resolving will put the question to their governing bodies and resolve to either continue the Authority or withdraw from the Authority. Any withdrawal shall be conducted in accordance with Article XIV of these Articles. In the event two-thirds, or more, participating members shall elect to continue the Authority following the failure of a millage question, the funding pattern set forth in the first paragraph of this section shall be followed unless and until the remaining participating municipalities amend these Articles to state a new funding mechanism and/or formula.

B. Property Tax Levy

As an alternative to the financial contribution formula in subsection A of this section, the Authority may levy a tax on all taxable property within the territory of the Authority as authorized by Section 11 of Act 321. For so long as the Authority is funded by a levy as authorized by Section 11 of Act 321, the imposition of such a levy shall preclude the Board and/or Authority from requiring any further financial contributions from each participating municipality. Nothing in this paragraph shall be construed as preventing a participating municipality, by action of its governing body, from providing additional contributions to the Authority, for either general or a specific use.

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C. Rollover Funding During Initial Operations

In addition to the above sources, the Authority may, during its first year of operations and additionally until the approval of the Property Tax Levy envisioned by this Article, be funded in part or whole via allocation of funds already designated for recreational activities by the participating municipalities. Any funds allocated directly from any participating municipality under this paragraph shall be credited toward that participating municipality's share under any budgetary computations under paragraph A for the first year or part thereof of operations of the Authority.

Prior to commencement of the Property Tax Levy, the Authority Board shall make arrangements for the management and accounting of the Authority's finances by contract or through internal accounting by one of the participating municipalities.

Budgeting

D. Budget Process During Periods Not Funded by Property Tax Levy

For so long as the Authority is not financed by a Property Tax Levy as provided in Section 11 of Act 321 and Article XIII (B) of these articles, the mandates of this paragraph shall apply to the Authority's budgeting process. The Board shall prepare a proposed annual operating and capital budget reflecting the projected revenues and projected expenditures of the Authority for the next fiscal year beginning January 1. The Board shall adopt the proposed budget by a majority vote of the members of the Board in such a manner as to assure submission of the adopted tentative budget to the participating municipalities no later than November 1 of each year. The proposed budget shall provide for contributions from the member municipalities which are not greater than those which would be arrived at using the formula utilized in subparagraph A of this Article. After the approval of the proposed budget by the governing bodies of a two-thirds majority of the participating municipalities, the Board shall give final approval to the Authority budget for the next fiscal year. The budget may be amended from time to time upon approval by the governing bodies of a two-thirds majority of the participating municipalities.

E. Budget Process During Periods Funded by Property Tax Levy

During any period in which the Authority is financed by a Property Tax Levy as provided in Section 11 of Act 321 and Article XIII (B) of these Articles, the mandates of this paragraph shall apply to the Authority's budgeting process, and shall supersede the mandates of paragraph (D) of this Article. The Board shall prepare a proposed annual operating and capital budget reflecting the projected revenues and projected expenditures of the Authority for the next fiscal year beginning January 1. The Board shall adopt the proposed budget by a majority vote of the members of the Board in such a manner as to assure that said budget is approved prior to January 1 of the year it is to commence. The Board's approval by majority vote shall be the final approval required for the budget.

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The budget may be amended from time to time upon approval of a majority of the Board. Nothing in this subsection shall be construed to require a participating municipality to fund the Authority with any general fund monies without the approval of said funding by that participating municipality's governing body, which shall retain the discretion to approve or deny general fund monies to the Authority during the time periods to which this subsection applies. During any period in which the Authority shall cease to be funded by a Property Tax Levy as provided in Section 11 of Act 321 and Article XIII (B) of these Articles, the budget procedure followed shall be that found in Paragraph (D) of this Article, followed shall be that found in Paragraph (D) of this Article, which shall supersede this Paragraph during all such times.

F. Accounting and Budgeting Practices

The accounting and budgeting practices of the Authority shall conform to standard accounting practices, the Uniform Budgeting and Accounting Act, Act 2, Public Acts of Michigan, 1968, as amended, and all other applicable provisions of law.

ARTICLE XIV.

PARTICIPATING MUNICIPALITY WITHDRAWAL

A participating municipality shall not withdraw from the Authority during the period that a tax is authorized to be levied by the electors of the Authority.

A participating municipality may withdraw from the Authority, subject to the limitation in the first paragraph of this Article, by resolution of the participating municipality's legislative body approving the withdrawal, a certified copy of the resolution shall be provided to the Board at least six (6) months prior to the beginning of a new fiscal year for the Authority. Such new fiscal year shall serve as the effective date for the withdrawal. Notwithstanding these requirements, any withdrawal occurring pursuant to subsection A of Article XIII shall be deemed to be effective on the last day of the fiscal year, with the only notice requirement being the Authority's receipt of a resolution of withdrawal enacted by the withdrawing member's governing body on or before 90 days prior to the last day of the fiscal year.

A participating municipality that withdraws from the Authority shall remain liable for a proportion of the debts and liabilities of the Authority incurred while the participating municipality was a part of the Authority. The proportion of the Authority's debts for which a participating municipality remains liable as a result of this withdrawal from the Authority shall be determined by dividing the state equalized value of the real property in the participating municipality by the state equalized value of all real property in the Authority on the effective date of the withdrawal.

Any property owned by the Authority, which is in the possession of the withdrawing municipality or in the possession of personnel who will no longer remain with the Authority as a result of the participating municipality's withdrawal from the Authority,

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shall be returned to the Authority before the effective date of the withdrawal. The withdrawing municipality shall not be entitled to the return of any credit for any property or money it transferred to or paid to the Authority prior to the withdrawal.

ARTICLE XV

DISSOLUTION OF AUTHORITY

The Authority may be dissolved by the concurring resolution of the governing body of each participating municipality of the Authority at the time of such dissolution, or by operation of subsection A of Article XIII following failure of a millage and subsequent failure of the governing bodies of at least two-thirds of the participating members to resolve to continue the Authority. Prior to dissolution of the Authority any outstanding indebtedness of the Authority, including any bonds issued under Section 21 and/or Section 23 of Act 321 shall be paid. Any assets of the Authority remaining after the payment of any such outstanding indebtedness shall be distributed to the participating municipalities of the Authority at the time of the dissolution based upon each participating municipality's most recent financial contribution to the Authority. Any land, buildings, and/or facilities that were contributed to the Authority by a participating municipality and is maintained, owned, or operated by the Authority shall revert back to the originating municipality. Any land purchased by the authority or donated shall be sold and the proceeds distributed according to the 1) the formula in Article XIII, paragraph A, if the participating municipalities, at the time of dissolution, are directly funding the Authority's budget or 2) according to the formula arrived at by dividing the state equalized value of the real property in each participating municipality by the state equalized value of all real property in the Authority on the effective date of the dissolution. In all instances, the participating municipality in which said real estate is located shall be given the right of first refusal on the purchase of said real estate. In the event of a dissolution following a period of property tax levy by the Authority, any funds obtained via levy, and/or property purchased by such funds, which are subsequently distributed to the participating municipalities pursuant to this Article shall be assigned by the participating municipalities to public purposes consistent with the purposes approved by the electorate for the original levy.

Notwithstanding the above paragraph, in the event that, at the time of dissolution, the Authority is in possession of lands acquired with, or developed with, in whole or in part, grant funds from the Michigan Natural Resources Trust Fund (hereinafter the "MNRTF"), or the Land and Water Conservation Fund (hereinafter the "LWCF"), the following procedure shall control the disposition of said lands. All lands purchased or developed with MNRTF or LWCF funds, in whole or in part, must be maintained as public outdoor recreation land in perpetuity, unless said lands are replaced with land of equivalent fair market value and recreational usefulness, unless said lands, instead of being purchased, are leased for the purpose of developing public outdoor recreation facilities for a period of at least twenty (20) years when assistance is from MNRTF funds or at least twenty-five (25) years when assistance is from LWCF funds. Accordingly, to comply with MNRTF and LWCF mandates in the event of dissolution, the participating

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municipality in which the lands acquired or developed with MNRTF or LWCF funds are located shall assume title and control of said lands, and shall be required to maintain said lands as public outdoor recreation land in perpetuity, or until the expiration of any lease of the lands from any party to the Authority or its successors whose original period was twenty (20) years or longer, whichever is greater, unless said lands are replaced with land of equivalent fair market value and recreational usefulness. All long-term obligations for the maintenance or public recreation land established by any other recreation grant program that may be offered by the Michigan Department of Natural Resources in the future shall similarly be followed should the Authority receive grant assistance from said future grant program. Said lands shall be transferred to the participating municipality in which the lands are located, and said transfer shall not be credited, set-off, or computed against any other allocation under this Article's dissolution procedure, nor shall any credit, computation, or set-off be made in recognition of any maintenance costs associated with said lands.

ARTICLE XVI

EMPLOYEES

The Board may employ such personnel and employees as it may consider desirable and may retain from time to time the services of attorneys, accountants, and other consultants, as the Board considers necessary to carry out the purpose of the Authority.

The Board shall appoint an Executive Director of Parks and Recreation of the Authority who shall be the chief administrative employee of the Authority, and who shall, as determined by the Board, have sufficient qualifications and experience necessary to serve as the chief administrative officer of the Authority. The Executive Director shall administer the activities conducted and services provided by the Authority on a daily basis as may be more fully determined by the Board. The Executive Director will serve at the pleasure of the Board.

ARTICLE XVII

AUDIT

The Board shall procure an annual audit, consistent with the requirements of Section 27 of Act 321, to be made of the books, records and financial transactions of the Authority by a certified public accountant. Three copies of the audit report prepared by the certified public accountant shall be furnished to each participating municipality. The books and records of the Authority shall be open for inspection by any participating municipality at all reasonable times.

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ARTICLE XVIII

STATE, FEDERAL AND PRIVATE GRANTS

The Authority shall have the power to apply for and accept grants, loans or contributions from the United States of America or any agency or instrumentality thereof, the State of Michigan or other public or private agencies; and to do any and all requirements necessary or desirable to secure such financial or other aid or cooperation in carrying out any of the purposes of Act 321. In the event that any grant, loan or contribution shall require a long term obligation as to the use, maintenance, or operation of a specific piece of property, the approval of the governing body of the participating municipality in which such property is located shall be required prior to the acceptance of the grant, loan, or contribution by the Authority.

ARTICLE XIX

INVESTMENT

The Treasurer of the Authority when authorized by a resolution of the Board may invest general funds of the Authority. The board must approve the treasurer's investment policy. Such investment by the Treasurer shall be made in compliance with the laws of the State of Michigan.

ARTICLE XX

EXEMPTION FROM TAXATION

The property of the Authority shall be exempt from all taxation and assessments and no writ of attachment or writ of execution shall be levied upon the property of the Authority.

ARTICLE XXI

PUBLICATION

These Articles of Incorporation shall be published not less than once in a newspaper generally circulated within the participating municipalities, before they are adopted. The adoption of these Articles of Incorporation by a participating municipality shall be evidenced by an endorsement on these Articles by the clerk of such participating municipality. Upon adoption of these Articles of Incorporation by each of these participating municipalities, a printed copy thereof shall be filed with the Secretary of State.

ARTICLE XXII

EFFECTIVE DATE

The Authority shall become effective upon the filing of certified copies of these Articles with the Secretary of State, as provided in the preceding Article.

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ARTICLE XXIII

AMENDMENTS

These Articles of Incorporation may be amended at any time so as to permit any county, city, village, township or school district to become a participating municipality of the Authority, if such amendment to the Articles of Incorporation are adopted by the legislative body of such county, city, village, township or school district proposing to become a member, and if such amendment is adopted by the legislative body of each participating municipality of which the Authority is composed. Other amendments may be made to these Articles of Incorporation at any time if adopted by the legislative body of each participating municipality of which the Authority is composed. This requirement shall apply to all amendments to the articles, including those which would otherwise be exempted by paragraph (4) of Section 5 of Act 321. Any such amendment shall be published, endorsed, and certified and printed copies thereof filed in the same manner as the original Articles of Incorporation.

ARTICLE XXIV

REVERSION OF LEASES OF EXISTING PARK LAND

In the event that any land leased to the Authority shall, during the Authority's stewardship and lease of said lands, be improved or developed, in whole or in part, with the assistance of Michigan Natural Resources Trust Fund ("MNRTF") and/or Land and Water Conservation Fund ("LWCF") monies, the Authority shall, throughout the Authority's stewardship and lease of the lands, be responsible for maintaining said lands in accordance with all grant requirements attendant to funding under the MNRTF and/or LWCF requirements. In the event of the dissolution of the Authority, or any other termination of the Authority's lease for any reason, the participating municipality which holds title to the lands shall maintain said lands in accordance with all grant requirements attendant to funding under the MNRTF and/or LWCF requirements, in perpetuity for those obligations occurring pursuant to LWCF requirements, and for the entire period of the grant or original lease of the property, whichever is longer, for those obligations occurring under the MNRTF. The requirements of this paragraph shall not be utilized in any way in determining any calculations, credits, or set-offs in regards to any dissolution arrangements under Article XV of these Articles.

ARTICLE XXV

MISCELLANEOUS

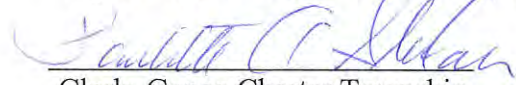
These Articles of Incorporation may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

The captions in these Articles of Incorporation are for convenience only and shall not be considered as part of these Articles of Incorporation or in any way limiting or amplifying the terms and provisions hereof.

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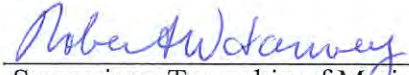


Supervisor, Genoa Charter Township

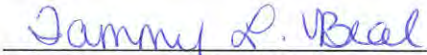


Clerk, Genoa Charter Township

The foregoing Articles of Incorporation were adopted by the Township Board of the Genoa Charter Township, Livingston County, Michigan, at a meeting duly held on the 5th day of June 2017.

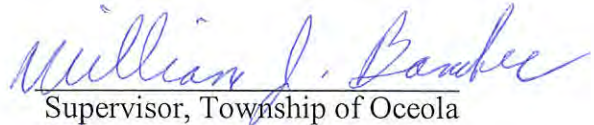


Supervisor, Township of Marion

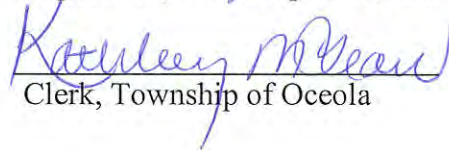


Clerk, Township of Marion

The foregoing Articles of Incorporation were adopted by the Township Board of the Township of Marion, Livingston County, Michigan, at a meeting duly held on the 8 day of June 2017.



Supervisor, Township of Oceola

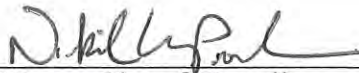


Clerk, Township of Oceola

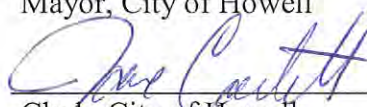
The foregoing Articles of Incorporation were adopted by the Township Board of the Township of Oceola, Livingston County, Michigan, at a meeting duly held on the 15th day of June, 2017.

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These Articles have been adopted by the governing bodies of the: City of Howell, the Genoa Charter Township, the Township of Howell, the Township of Marion and the Township of Oceola, as set forth in the following endorsements, and in witness whereof the Mayor and City Clerk of the City of Howell, Supervisor and Township Clerk of the Charter Township of Genoa, Supervisor and Township Clerk of the Township of Howell, Supervisor and Township Clerk of the Township of Marion and Supervisor and Township Clerk of the Township of Oceola, have endorsed thereon the statement of such adoption.

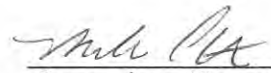


Mayor, City of Howell

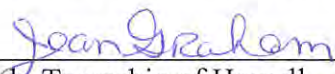


Clerk, City of Howell

The foregoing Articles of Incorporation were adopted by the City Council of the City of Howell, Livingston County, Michigan, at a meeting duly held on the 12TH day of JUNE, 2017.



Supervisor, Township of Howell



Clerk, Township of Howell

The foregoing Articles of Incorporation were adopted by the Township Board of the Township of Howell, Livingston County, Michigan, at a meeting duly held on the 12TH day of JUNE, 2017.



MEMO

TO: Members of the Genoa Charter Township Board
FROM: Kim Lane, Human Resources
DATE: September 16, 2024
RE: Approval of Benefit Renewal and Budget for 2024-2025

.....

Dear Members of the Board:

Per the attached presentation, Genoa Township will be experiencing an overall 7.12% increase to our benefit plans in 2025. The overall cost increase for 2025 is \$62,718. While this amount is higher than the last couple of years, Genoa Township continues to experience single digit increases in a market where many organizations are experiencing 15% rate increases or more. Our combination of a high deductible health plan with a self-insured HRA helps to keep our costs more under control.

I am recommending that we keep current benefit plans and vendors the same for 2025. Employee contributions will increase by about 7% as well.

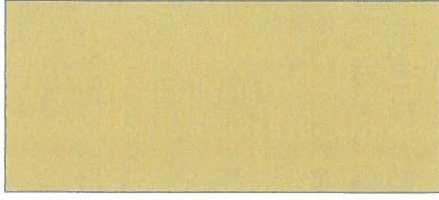
Action: 2025 Benefit Plans and Budget

Approve the request for a budget increase of 7.12% for employee health, dental and ancillary benefit plans for 2025.

Moved by _____, supported by _____ to approve the 2025 Employee Benefit Plan as presented by the Human Resources Manager.

2025 BENEFIT SOLUTIONS

REVIEW AND RECOMMENDATIONS



HIGHLIGHTS FOR 2025

- HUB International expressed concerns that BCBS rates were going up for many groups by 20% or more for next year. For GCT, we continue to be fortunate enough to continue to see single digit increases. With part of our plan being self-insured and no large claims last year, this helped to keep costs down.
- For 2024 we continue to experience lower than average EHIM costs. Typically, our EHIM costs are about \$110,000. I am recommending for 2025 that we keep our EHIM budgeted dollars the same as last year. Any surplus funds will be added to the reserve fund we established last year. Ultimately, this reserve will help us to balance out our self-funded costs year over year.
- Delta Dental has renewed our coverage at 5.5% , a \$2,600 increase over last year based on our usage and claims over the year.
- Our Life and Disability rates remain the same as we are in the 2nd year of our 2-year rate guarantee.
- With all of the above considered, our net increase in health care expenses is expected to be 7.12%.

EMPLOYEE CONTRIBUTIONS AND TOTAL BENEFIT COSTS FOR 2025

| Township Expenses | | | |
|--|------------------|--------------------|---------------------------|
| | 2024 Budget/Fees | 2025 Renewal | |
| Health/Vision | \$713,446 | \$780,573 | |
| EHIM | \$133,976 | \$133,976 | |
| Delta Dental | \$47,264 | \$49,863 | |
| Basic Life Insurance | \$6,661 | \$6,661 | |
| Short-Term Disability | \$13,209 | \$13,209 | |
| Long-Term Disability | \$11,561 | \$11,561 | |
| Opt-Out Cost | \$24,000 | \$24,000 | |
| Wellness Program | \$15,000 | \$15,000 | |
| Total Cost | \$965,117 | \$1,034,843 | |
| Less Employee Contributions | -\$84,672 | -\$91,680 | |
| Net Annual Township Cost | \$880,445 | \$943,163 | |
| Percent Increase Prior to EE Contributions | | 7.23% | |
| Percent Increase Less EE Contributions | | 7.13% | |
| 2024 Monthly Composite Rates | | | |
| | BCBS 2025 Rate | 2025 EHIM Rate | Total Monthly Health Rate |
| EES | \$737.50 | \$126.58 | \$864.08 |
| 6 | \$1,770.01 | \$303.80 | \$2,073.81 |
| 8 | \$2,212.51 | \$379.75 | \$2,592.26 |
| 21 | | | |
| Single | | | |
| 2-Person | | | |
| Family | | | |

| Employee Expenses** | | |
|--------------------------|-----------------------------------|--|
| Based on Composite Rates | Current EE Contribution (Monthly) | EE Contribution at 10% BCBS + EHIM (Monthly) |
| Single | \$80 | \$86 |
| 2-Person | \$192 | \$208 |
| Family | \$240 | \$260 |
| Monthly Total (All EE) | \$7,056 | \$7,640 |
| Annual Total (All EE) | \$84,672 | \$91,680 |

** Employee Contributions are deducted on a pre-tax basis

| Impact on Employees Per Pay | | | |
|-----------------------------|---------------------------------|---------------------------|------------------|
| | Current EE Contribution Per Pay | 2025 Contribution Per Pay | Increase Per Pay |
| Single | \$37.00 | \$40.00 | + \$3.00 |
| 2-Person | \$88.75 | \$96.00 | + \$7.25 |
| Family | \$110.77 | \$120.00 | + \$9.23 |

• Employee contributions are based on 10% of BCBS and EHIM costs for Single, 2-Person, and Family Plans.



MEMORANDUM

TO: Honorable Board of Trustees
FROM: Amy Ruthig, Planning Director
DATE: September 11, 2024
RE: Timber Green – 4th Amendment to PUD

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

Please find attached the project case file for a proposed fourth amendment to the Timber Green Planned Unit Development. The proposal entails withdrawal of Units 10, 11, and 12 from the condominium. This land area will then be combined with contiguous property under common ownership (residence to the north with access to/from Chilson Road). The amendment will modify the easement rights of the withdrawal area to clarify that access via Timber Green Court will only be for secondary emergency access. The property is located on the west side of Chilson Road, north of E. Coon Lake Road. The property is zoned RPUD.

Subject Properties



SUPERVISOR

Bill Rogers

CLERK

Paulette A. Skolarus

TREASURER

Robin L. Hunt

TRUSTEES

Jean W. Ledford

Terry Croft

Diana Lowe

Jeff Dhaenens

MANAGER

Kelly VanMarter

Procedurally, the Planning Commission is to review the PUD amendment and put forth a recommendation to the Township Board following a public hearing. The project was heard before the Planning Commission on July 8th, 2024 and August 12, 2024. The Commission recommended approval at the August 12th, 2024 meeting. Based on the Planning Commission's recommendation, I offer the following for your consideration:

As such please consider the following action:

Moved by _____, supported by _____ to approve the 4th amendment to the PUD agreement for Timber Green with plans dated July 22, 2024 with the following condition:

- 1. Site plan overages shall be paid prior to amended PUD agreement being signed by the Township.**

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

Sincerely,

A handwritten signature in blue ink that reads "Amy Ruthig". The signature is written in a cursive style and is positioned above the typed name.

Amy Ruthig
Planning Director



GENOA CHARTER TOWNSHIP
Application for Site Plan Review

TO THE GENOA TOWNSHIP PLANNING COMMISSION AND TOWNSHIP BOARD:

APPLICANT NAME & ADDRESS: Chestnut Development, LLC, 3800 Chilson Road, Howell, MI 48843
If applicant is not the owner, a letter of Authorization from Property Owner is needed.

OWNER'S NAME & ADDRESS: same as above

SITE ADDRESS: Chilson Road, Howell PARCEL #(s): _____

APPLICANT PHONE: (810) 227-3103 OWNER PHONE: (810) 599-5147

OWNER EMAIL: steve@chestnutdev.com and cathy@crlaw.biz

LOCATION AND BRIEF DESCRIPTION OF SITE: The site is located on Chilson Road.
It is the previously approved Timber Green Condominium Project.

BRIEF STATEMENT OF PROPOSED USE: The Application requests amendments to an approved
PUD Agreement and approved Master Deed for Timber Green Condominium in the forms attached.
The purpose is to clarify and confirm the withdrawal of 3 units in the condominium project.

THE FOLLOWING BUILDINGS ARE PROPOSED: N/A

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: Catherine A. Riesterer, attorney and authorized agent of applicant


ADDRESS: 7900 Grand River, Brighton, MI 48114

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

1.) Catherine Riesterer of Cooper & Riesterer, PLC at cathy@crlaw.biz
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: May 20, 2024
PRINT NAME: Catherine A. Riesterer, attorney and* PHONE: 810-227-3103 ext 1112
ADDRESS: 7900 Grand River, Brighton MI 48114 *authorized agent

**GENOA CHARTER TOWNSHIP
PLANNING COMMISSION
PUBLIC HEARING
August 12, 2024**

MINUTES

CALL TO ORDER: Chairman Grajek called the meeting of the Genoa Charter Township Planning Commission to order at 6:30 p.m. Present were Chris Grajek, Marianne McCreary, Eric Rauch, Jeff Dhaenens, Tim Chouinard, and Greg Rassel. Absent was Glynis McBain. Also present were Planning Director Amy Ruthig and Brian Borden of Safebuilt.

PLEDGE OF ALLEGIANCE: The pledge of allegiance was recited.

APPROVAL OF AGENDA:

Moved by Commissioner Rassel, supported by Commissioner Rauch, to approve the agenda as presented. **The motion carried unanimously.**

DECLARATION OF CONFLICT OF INTEREST:

None

CALL TO THE PUBLIC:

The call to the public was made at 6:31 pm.

Ms. Melanie Johnson of 3990 Chilson thanked Mr. Dhaenens for his service and time. He offered many opinions that were valid and intricately formed. He is a great participant.

The call to the public was closed at 6:32 pm.

OLD BUSINESS

OPEN PUBLIC HEARING #1... Consideration of a proposed third amendment to the Master Deed of the Timber Green and fourth amendment to the Planned Unit Development. The proposal entails withdrawal of Units 10, 11, and 12 from the condominium. This land area will then be combined with contiguous property under common ownership (residence to the north with access to/from Chilson Road). The amendment will modify the easement rights of the withdrawal area to clarify that access via Timber Green Court will only be for secondary emergency access. The request is petitioned by Chestnut Development, LLC.
A. Recommendation of PUD agreement amendment

Ms. Catherine Riesterer, representing Chestnut Development, stated they have worked with the homeowner's association on outstanding issues and there are some errors in the documents that need to be corrected, and she will make those before they are finalized.

Mr. Borden reviewed his letter dated August 6, 2024.

1. The applicant must address any remaining comments provided by the Township Attorney or staff with respect to the amended Master Deed.
2. The applicant must address any remaining comments provided by the Township Engineer or Brighton Area Fire Authority.

Ms. Byrne's letter dated July 25, 2025 states that the applicant has addressed all of her previous concerns.

The Brighton Area Fire Authority Fire Marshal's letter dated June 11, 2024 states the applicant has addressed his previous concern.

Commissioner Rauch noted that there is only one misspelling in the documents and the Township attorney's comments and changes are in the agreement.

The call to the public was made at 6:38 pm with no response.

Moved by Rauch, supported by Dhaenens, to recommend to the Township Board approval of the amendment to the PUD Agreement for Timber Green with the plans dated July 22, 2024.

The motion carried unanimously.

NEW BUSINESS

OPEN PUBLIC HEARING #2... Consideration of an environmental impact assessment and site plan for a proposed 56-space parking lot addition for Community Bible Church. The property is located at 7372 Grand River Avenue, southwest corner of Grand River and Harte Drive. The request is petitioned by Tower Group.

A. Recommendation of Environmental Impact Assessment (7-17-24)

B. Disposition of Site Plan (7-17-24)

Mr. Scott Tousignant of Boss Engineering and Mr. Brian Townsley of Tower Group were present. Mr. Tousignant provided a history of the development of this site. This evening's request is to expand the parking lot by 56 spaces.

The church requires this amount of parking because there are approximately 60-70 volunteers that are not in the sanctuary during the time of services. He reviewed how the parking requirements and needs are calculated based on the ordinance. Currently, the adjacent property owner allows the church to use their gravel parking lot for the overflow parking.

Mr. Eric Herbert of 4857 New Haven Drive is against the PUD. There is no benefit to the community. There will be light and noise pollution. He advised the Board to listen to their constituents if they want to be re-elected.

Ms. Michelle Herbert of 4857 New Haven Drive stated she has not found one person in her neighborhood who wants this development.

The call to the public was closed at 6:40 pm.

OPEN PUBLIC HEARING #1...Consideration of a proposed third amendment to the Master Deed of the Timber Green and fourth amendment to the Planned Unit Development. The proposal entails withdrawal of Units 10, 11, and 12 from the condominium. This land area will then be combined with contiguous property under common ownership (residence to the north with access to/from Chilson Road). The amendment will modify the easement rights of the withdrawal area to clarify that access via Timber Green Court will only be for secondary emergency access. The request is petitioned by Chestnut Development, LLC.

A. Recommendation of PUD agreement amendment

Ms. Catherine Riesterer, representing Chestnut Development, stated this is an established subdivision, but there are some lots that will not be developed so they are filing an amendment to the Master Deed and PUD to remove those parcels. She has worked with the HOA and submitted a draft to the Township.

The call to the public was made at 6:44 pm.

Mr. Robert Moran of 3985 Timber Ridge, president of the Homeowner's Association, thanked the board members for their service. If the developer follows the regulations, there are no issues from the homeowners association. The developer did not comply with the time limits of need-not-be-built units. He should have done this six months ago; however, the HOA does not have an issue with the three lots not being developed, but they will now have additional liability because that land will now be a preservation easement for the development and no longer owned by the developer. He believes that Item #4 of the Amendment has the incorrect Tax ID # and it should be corrected. Also, the drawing has a footnote stating the easement for the residents to access the preservation easement would be the responsibility of the HOA. They would like to limit the use of Timber Ridge Drive to the developer's property adjacent to their neighborhood and suggested a new access drive be put in. They would like this included in the documents.

The call to the public was closed at 6:54 pm.

Ms. Riesterer stated she will add clarification in the documents that any burdens on the property being withdrawn remain with the owner and not the HOA. She will also clarify the Tax ID # and

make the correction if needed. She will also add language to limit the access to the adjacent property.

After a discussion, it was decided that the Planning Commission will require approval of the changes by the HOA before it will be recommended for approval to the Township Board.

Mr. Borden reviewed his letter dated June 25, 2024.

1. The applicant must address any comments provided by the Township Attorney or staff with respect to the amended Master Deed.
2. The applicant should provide documentation of the Association's approval in writing.
3. Sheet 5 of Exhibit B does not depict the entirety of Parcel #11-29-200-037.
4. The applicant must address any comments provided by the Township Engineer or Brighton Area Fire Authority.
5. The Fire Authority may wish to require a gate and sign at the terminus of Timber Green Court since it will only be for secondary emergency access to the withdrawal property. Ms. Riesterer stated the Brighton Area Fire Authority has approved the turning radius.

Ms. Byrne reviewed the outstanding issues from her letter dated June 28, 2024.

1. The survey plan needs the signature and seal of the professional surveyor.
2. The final plan set should include a final revision date.
3. The storm facilities within the parcels being removed from the condominium have been put in an easement. The easement should include where the culvert crosses the access road.

The Brighton Area Fire Authority Fire Marshal's letter dated June 11, 2024 states his previous concern has been addressed.

Moved by Commissioner Rauch, supported by Commissioner Rassel, to table Open Public Hear #1 for the withdrawal of Units 10, 11, and 12 of the Timber Green PUD to allow the applicant to address the issues between the HOA and the owner and the comments from the planner and engineer. **The motion carried unanimously.**

OPEN PUBLIC HEARING #2...Consideration of a Zoning Ordinance Text Amendments of Article 16 "Sign Standards" of the Zoning Ordinance.

A. Recommendation of Zoning Ordinance Amendment to Article 16 entitled "Sign Ordinance".

Ms. Ruthig stated the sign amendments are being made to be in compliance with what types of signs are currently being allowed. The current ordinance does not allow for pole signs; however, incidental and information type signs, etc. will be allowed. They have put strict height and setback requirements for these types of signs.

Commissioner Rauch asked for clarification on Section 16.02.11 on the difference between incidental / information signs and a directional sign within a commercial property. Mr. Borden

Timber Green Homeowners Association
3985 Timber Green Ct Howell MI 48843

July 11, 2024

Catherine A. Riesterer
COOPER & RIESTERER, PLC

Re: Proposed Amendment to the Timber Green PUD and Master Deed

Dear Catherine,

The Timber Green Homeowners Association has approved the proposed Third Amendment to the Timber Green Master Deed reflecting changes discussed at the July 8th Genoa Township Planning Committee Meeting. Please let me know if you require additional information.

Thank you.

Bob Moran

Robert A. Moran, Jr., President
Timber Green Homeowners Association
rmoran77@gmail.com
(248) 982-6672



August 6, 2024

Planning Commission
Genoa Township
2911 Dorr Road
Brighton, Michigan 48116

| | |
|-------------------|---|
| Attention: | Amy Ruthig, Planning Director |
| Subject: | Timber Green – Condominium/PUD Amendment Review #3 |
| Location: | West side of Chilson Road, north of E. Coon Lake Road |
| Zoning: | RPUD Residential Planned Unit Development |

Dear Commissioners:

At the Township’s request, we have reviewed the revised submittal proposing to amend the Timber Green condominium and PUD (plans dated 7/2/24).

A. Summary

1. The applicant must address any remaining comments provided by the Township Attorney or staff with respect to the amended Master Deed.
2. The applicant must address any remaining comments provided by the Township Engineer or Brighton Area Fire Authority.

B. Proposal/Process

The applicant proposes the third amendment to the Master Deed and fourth amendment to the Planned Unit Development.

More specifically, the proposal entails withdrawal of Units 10, 11, and 12 from the condominium. This land area will be combined with contiguous property under common ownership (residence to the north with access to/from Chilson Road).

Additionally, the amendment will modify the easement rights of the withdrawal area to clarify that access via Timber Green Court will only be for secondary emergency access to the residential parcel.

Procedurally, amendments to an approved condominium and PUD go through the Planning Commission for review and recommendation to the Township Board.

The Board has the final approval authority over both aspects of the proposal.

This request was presented to the Commission at their July 8, 2024 meeting and was tabled for additional information. In the time since tabling, the applicant provided the information requested, as described in our review comments below.



Aerial view of site and surroundings (looking north)

C. Review Comments

Condominium Amendment

The revised submittal includes written documentation of the approval for the 3rd Amendment to the Master Deed by the Tiber Green Homeowners Association, as requested.

While we believe all additional comments have been addressed, the applicant must address any outstanding comments provided by the Township Attorney or staff with respect to the amended Master Deed.

PUD Amendment

In response to our initial review, the applicant has added paragraph 4 to the PUD Agreement ensuring that the withdrawal property will be combined with the contiguous property under common ownership to the north (identified as Parcel #11-29-200-037).

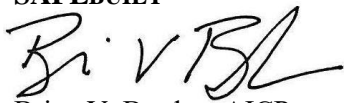
Additionally, an updated Sheet C-3 depicts Parcel #11-29-200-037 in its entirety, as requested.

Plans

The current submittal has addressed our previous comments; however, the applicant must address any outstanding comments provided by the Township Engineer or Brighton Area Fire Authority.

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

Respectfully,
SAFE BUILT


Brian V. Borden, AICP
Michigan Planning Manager



July 25, 2024

Ms. Amy Ruthig
Genoa Township
2911 Dorr Road
Brighton, MI 48116

**Re: Timber Green Amendment 3
Site Plan Review No. 3**

Dear Ms. Ruthig:

Tetra Tech has conducted a third review of the Timber Green site plan revision last dated July 22, 2024. The Third Amendment to Master Deed was prepared by Cooper and Riesterer, PLC and site plan documents were prepared by Monument Engineering Group Associates, Inc on behalf of Chestnut Development. The site is located on a 31.93-acre parcel on the west side of Chislon Road and the petitioner is proposing the withdrawal of units from the condominium subdivision.

We have reviewed the revised site plan, and the petitioner has satisfactorily addressed our previous comments. We have no further engineering related concern with the proposed amendment. Please call or email if you have any questions.

Sincerely,

A handwritten signature in black ink that reads 'Sydney Streveler'.

Sydney Streveler, EIT
Civil Engineering Group

A handwritten signature in blue ink that reads 'Shelby Byrne'.

Shelby Byrne, P.E
Project Engineer

Tetra Tech

3497 Coolidge Road, East Lansing, MI 48823
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

June 11, 2024

Amy Ruthig/Sharon Stone
Genoa Township
2911 Dorr Road
Brighton, MI 48116

RE: Timber Green
Chilson Rd
Genoa Twp., MI

Dear Amy,

The Brighton Area Fire Department has reviewed the above-mentioned site plan. The plans were received for review on May 21, 2024 and the drawings are dated May 16, 2024. The project is based on the revision of an existing residential site plan to eliminate three parcels. The plan review is based on the requirements of the International Fire Code (IFC) 2021 edition.

1. Amendment 3 appears to eliminate the required culdesac at the end of the road. This is a required emergency vehicle turnaround area. An alternate means of turnaround shall be provided. **(An updated vehicle circulation plan shows the roadway accommodating BAFA turning radius around the drive. We have no objection to the Amendment as submitted.)**

IFC 503

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

cc: Amy Ruthig amy@genoa.org
Sharon Stone sharon@genoa.org

**FOURTH AMENDMENT TO
PLANNED UNIT DEVELOPMENT AGREEMENT
FOR
TIMBER GREEN**

THIS FOURTH AMENDMENT TO PLANNED UNIT DEVELOPMENT AGREEMENT (“Fourth Amendment to PUD Agreement”) is made as of the ____ day of _____, 2024, by and between Genoa Charter Township (“Township”), the offices of which are located at 2911 Dorr Road, Brighton, Michigan 48116, and Chestnut Development, L.L.C., a Michigan limited liability company (“Developer”), the address of which is 3800 Chilson Road, Howell, Michigan 48843.

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 to the PUD Agreement (“Property”); and

WHEREAS, in 2003, Developer first submitted its Application for rezoning the Property to Planned Unit Development (“PUD”), its PUD Plan, PUD Agreement and Impact Assessment to the Township for the PUD to be known as “Timber Green”; and

WHEREAS, at its February 16, 2004, regular public meeting, the Township Board approved the PUD Plan, PUD Agreement and Impact Assessment submitted by the Developer and rezoned the property to a PUD Zoning District to permit various land uses under a comprehensive development plan; and

WHEREAS, pursuant to the Township Board Approval and the Township’s Ordinances, Developer and Township executed a PUD Agreement for the development of the Timber Green PUD on December 15, 2005, which was recorded on July 13, 2015 at 2015R-021740; and

WHEREAS, pursuant to the Township Board Approval and the Township’s Ordinances, Developer and Township executed a First Amendment to PUD Agreement for the development of the Timber Green PUD on September 12, 2014, recorded on September 26, 2014 at 2014R-027338; and

WHEREAS, pursuant to the Township Board Approval and the Township’s Ordinances, Developer and Township executed a Second Amendment to PUD Agreement for the development of the Timber Green PUD on October 20, 2014, which was recorded at 2015R-027367; and

WHEREAS, The Developer filed a “Notice of Withdrawal of Units 10-12 From Timber Green Pursuant to MCL 559.167”, recorded on May 24, 2021, at Instrument number 2021R-022842, Livingston County Register of Deeds (“Notice of Withdrawal”).

WHEREAS, Developer now wishes to effectuate a fourth amendment to the PUD Agreement to clarify the record and ensure the recorded PUD Agreement is consistent with the Third Amendment to the Master Deed, which has been approved by the Developer and the Association, and which reflects the Units as they currently exist.

WHEREAS, the Township Board, **in its meeting**, approved the Developer’s request to amend the PUD Agreement consistent with the Developer’s request;

NOW, THEREFORE, Developer and Township, in consideration of the mutual covenants of the parties described herein, agree to amend the PUD Agreement as follows:

1. Amendment of Legal Description for Property. The PUD Agreement, as amended, defined the “Property” to be included in the Condominium Project as the land legally described in Exhibit A to the PUD Agreement, as amended. Exhibit A to the PUD Agreement is hereby replaced and superseded by the Exhibit A to this Fourth Amendment to PUD Agreement. Further, the definition of “Property,” as used in the PUD Agreement and any amendments thereto, is hereby amended to be defined as the real property described on Exhibit A attached hereto.

2. Reduction of Condominium Units. Section II, Paragraph B, is deleted in its entirety and hereby replaced as follows:

“Developer represents that Developer has developed the Property identified as Parcels 1 through 9, both inclusive, and Parcels A and B-2 in accordance with the PUD Plan, as amended, as a residential building site condominium project under the provisions of the Condominium Act. Parcel B was established and was approved as a separate building parcel under the Township’s applicable parcel division ordinance, which parcel is acknowledged by the Township to have been approved by the Livingston County Department of Public Health for the installation of an on-site wastewater system in accordance with its regulations pertaining to parcel divisions rather than site condominiums. The removed Parcels 10,11 and 12, will not be included in the site condominium project and together with Parcel C are included in Exhibit B and in this PUD Agreement solely to evidence the Developer’s agreement to restrict those parcels with reference to the Preservation Areas included within its boundaries as elsewhere herein provided and is not otherwise subject to participation in the proposed site condominium or restricted by any other aspects of the proposed development except as may be specifically set

forth herein.”

3. Amendment of Approved Plan for PUD. Sheet C-3 of the of the Final Site Development Plan was attached as part of Exhibit B to the PUD. The Second Amendment to the PUD Agreement, replaced and superseded Sheet C-3 of the Final Site Development Plan. That amended Sheet C-3 is hereby further amended to be consistent with the changes herein as reflected on the attached Exhibit B to this Fourth Amendment to PUD Agreement.


4. Combination of Units. This Fourth Amendment is granted with the understanding that the Units previously identified as 10, 11 and 12 which have been withdrawn, and the adjacent parcel identified as parcel C will all be combined with the parcel to the north, identified as 11-29-200-037.

5. Continuing Effect. Except as amended and modified by this Fourth Amendment to PUD Agreement, all other terms and conditions of the PUD Agreement, as previously amended, shall remain unchanged and in full force and effect.

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

GENOA CHARTER TOWNSHIP,
a Michigan municipal corporation

By: _____
Bill Rodgers, Supervisor

 Rogers?

By: _____
Paulette A. Skolarus, Clerk

STATE OF MICHIGAN)
) SS.
COUNTY OF LIVINGSTON)

The foregoing Fourth Amendment to Planned Unit Development Agreement was acknowledged before me this _____ day of _____, 2024, by Bill **Rodgers** and Paulette A. Skolarus, the Supervisor and Clerk, respectively, of Genoa Charter Township, a Michigan municipal corporation, on behalf of the corporation.

_____, Notary Public
_____ County, Michigan
My commission expires: _____
Acting in _____ County, Michigan

CHESTNUT DEVELOPMENT, L.L.C.,
a Michigan limited liability company

By: _____
Steven J. Gronow, Managing Member

STATE OF MICHIGAN)
) SS.
COUNTY OF LIVINGSTON)

The foregoing Fourth Amendment to Planned Unit Development Agreement was acknowledged before me this ____ day of _____, 2024, by Steven J. Gronow, Managing Member of Chestnut Development, L.L.C., a Michigan limited liability company, on behalf of the limited liability company.

_____, Notary Public
_____, County, Michigan
My commission expires: _____
Acting in _____ County, Michigan

Drafted by and when recorded return to:

Catherine A. Riesterer
COOPER & RIESTERER, PLC
7900 Grand River Road
Brighton, MI 48114
810-227-3103 ext 1112

EXHIBIT A
LEGAL DESCRIPTION

PART OF THE NORTHEAST 1/4 OF SECTION 29, T2N-R5E, GENOA TOWNSHIP, LIVINGSTON COUNTY, MICHIGAN, MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHEAST CORNER OF SAID SECTION 29; THENCE ALONG THE NORTH LINE OF SECTION 29, S 86°39'11" W, 212.30 FEET; THENCE ALONG THE WESTERLY RIGHT-OF-WAY LINE OF CHILSON ROAD, ON THE ARC OF A CURVE TO THE RIGHT 192.33 FEET, RADIUS 785.51 FEET, CENTRAL ANGLE OF 14°01'43" AND A CHORD BEARING S 36°41'12" E, 191.85 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING ALONG SAID WESTERLY RIGHT-OF-WAY LINE OF CHILSON ROAD ON THE ARC OF A CURVE RIGHT 373.97 FEET, RADIUS OF 785.51 FEET, CENTRAL ANGLE OF 27°16'40", AND A CHORD BEARING S 16°02'03" E, 370.45 FEET; THENCE N 87°36'15" E, 23.53 FEET; THENCE ALONG THE EAST LINE OF SAID SECTION 29, S 03°07'47" E, 600.81 FEET; THENCE S 87°15'19" W, 203.60 FEET; THENCE S 03°07'47" E, 216.00 FEET; THENCE ALONG THE SOUTH LINE OF THE NORTH 1/2 OF THE NORTHEAST 1/4 OF SAID SECTION 29, AS PREVIOUSLY SURVEYED AND MONUMENTED, S 87°15'19" W, 1114.10 FEET; THENCE CONTINUING ALONG THE SOUTH LINE OF THE NORTH 1/2 OF THE NORTHEAST 1/4, S 87°47'04" W, 97.81 FEET; THENCE ALONG THE NORTHEASTERLY LINE OF THE ANN ARBOR RAILROAD RIGHT-OF-WAY NORTHWEST ON AN ARC OF A CURVE TO THE RIGHT 124.74 FEET, RADIUS OF 4612.69 FEET, CENTRAL ANGLE 01°32'58" CHORD BEARING N 56°06'05" W, 124.74 FEET; THENCE N 05°55'55" E, 305.57 FEET; THENCE N 07°57'54" E, 50.53; THENCE N 14°19' 51" E, 92.74 FEET; THENCE N 09°07'48" W, 353.64 FEET; THENCE N 86°39'11" E, 94.57 FEET; THENCE S 71°53'59" E, 360.17 FEET; THENCE N 18°05'59" E, 316.41 FEET; THENCE N 86°10'33" E, 431.74 FEET; THENCE N 67°42'55" E, 347.08 FEET; THENCE N 69°43'33" E, 58.24 FEET TO THE POINT OF BEGINNING. CONTAINING 31.93 ACRES AND SUBJECT TO EASEMENTS OR RESTRICTIONS OF RECORD.

EXHIBIT B
UPDATED PAGE C-3

**THIRD AMENDMENT TO MASTER DEED
OF
TIMBER GREEN**

THIS THIRD AMENDMENT TO MASTER DEED OF TIMBER GREEN (the “Third Amendment”) is made and executed on this ____ day of _____, 2024, by Chestnut Development, LLC, a Michigan limited liability company of 3800 Chilson Road, Howell, Michigan 48843 (the “Developer”), and Timber Green Homeowners Association, a Michigan nonprofit corporation of 3985 Timber Green Court, Howell, MI 48843 (the “Association”).

RECITALS:

A. Timber Green (the “Project”) was established by the recording of the Master Deed of Timber Green, dated the 2nd day of November, 2005, and recorded December 28, 2005, at Liber 5002, Pages 613 through 681, inclusive, of the Livingston County Register of Deeds (the “Master Deed”) establishing the real property described in Article II of the Master Deed, together with the improvements located and to be located thereon and the appurtenances thereto, as a condominium project under the provision of Act 59 of the Michigan Public Acts of 1978, as amended (the “Act”).

B. The Master Deed was amended pursuant to the First Amendment to Master Deed of Timber Green, dated the 26th day of January 2011, and recorded January 27, 2011, at Instrument No. 2011R-002925, Livingston County Register of Deeds (“First Amendment”). The First Amendment withdrew Units 10-14 from the Project.

C. The Master Deed was again amended pursuant to the Second Amendment to Master Deed of Timber Green, dated the 17th day of October 2014, and recorded January 27, 2015, at Instrument No. 2015R-002675, Livingston County Register of Deeds (the “Second Amendment”). The Second Amendment among other things added additional property and renumbered Units 13 and 14 to become new Units 11 and 12, respectively.

D. The Developer revoked the Second Amendment to the Master Deed by the recording of a certain “Notice of Revocation of the Second Amendment to Master Deed of Timber Green”, dated March 15, 2021, and recorded on March 22, 2021, at Instrument No. 2021R-012588, Livingston County Register of Deeds (“Revocation”).

should the word "and" be inserted between from (and)? not

E. The Developer filed a “Notice of Withdrawal of Units 10-12 From Timber Green Pursuant to MCL 559.167”, recorded on May 24, 2021, at Instrument number 2021R-022842, Livingston County Register of Deeds (“Notice of Withdrawal”).

F. To clarify the record, the Association and the Developer have agreed to create a Third Amendment to the Master Deed which clarifies the current state of the Project with updated Exhibit B drawings.

G. Developer and the Association have sought and obtained the approval of the Township for the recording of this Third Amendment.

NOW, THEREFORE, with the incorporation of the above recitals, the Master Deed is amended as provided below:

1. **Ownership of Units 10-12.** The Master Deed is hereby amended to clarify that Units 10 through 12 are removed from not within the Project. Regardless of the removal, a Conservation Easement has been recorded against certain property in the Project at Liber 4700, Page 472, Livingston County Records, which includes certain areas within the removed Units 10-12. The Developer acknowledges the burdens of the Conservation Easement and agrees that the Developer and his successors and assigns of such removed property will be solely responsible for the portions of the Conservation Easement which are within the boundaries of Units 10-12.

2. **Rights Retained by Developer.** Article VIII, Section 2 of the Master Deed is hereby amended to add a new subsection (e) as follows:

“(e) **Secondary Access Easement for Parcel C.** The Developer, on behalf of itself and its successors and assigns, reserves for the perpetual benefit of Parcel C as depicted on the Condominium Subdivision Plan, and the removed Units 10-12, the right of use of the Condominium roadways and the Common Areas located between Units 6 and Unit 7 for the sole purpose of secondary access for police, fire, and emergency medical services only. The primary access to Parcel C and the removed property shall be through and across property not within the Timber Green Project. For clarity, no other access rights shall be retained or given to Parcel C and the removed Units 10-12 to the roadways or easements in the Project, including through the property or easements identified as Parcels B and B2.”

3. **Condominium Subdivision Plan.** The Condominium Subdivision Plan attached to the Master Deed as Exhibit B is hereby amended as reflected in the attached document.

4. **Continuing Effect.** Except as amended and modified by this Third Amendment, all terms and conditions of the Master Deed, as previously amended, shall remain in full force and effect.

IN WITNESS WHEREOF, Developer and the Association have duly executed this Amendment as of the day and year first written above.

CHESTNUT DEVELOPMENT, LLC

By: Steven Gronow
Its: Member

STATE OF MICHIGAN)
)ss
COUNTY OF LIVINGSTON)

The foregoing instrument was acknowledged before me this ____ of _____, 2024, by Steven Gronow as member of Chestnut Development, LLC, a Michigan limited liability company, on behalf of said company.

_____, Notary Public
State of Michigan, County of Livingston
My Commission Expires:
Acting in the County of Livingston

**TIMBER GREEN
HOMEOWNERS ASSOCIATION**

By: Robert Moran
Its: President

STATE OF MICHIGAN)
)ss
COUNTY OF LIVINGSTON)

The foregoing instrument was acknowledged before me this ____ of _____, 2024, by Robert Moran as President of Timber Green Homeowners Association, a Michigan nonprofit corporation, on behalf of said corporation.

_____, Notary Public
State of Michigan, County of Livingston
My Commission Expires:
Acting in the County of Livingston

**DRAFTED BY AND WHEN RECORDED RETURN TO:
Catherine A. Riesterer (P40914)
COOPER & RIESTERER, PLC
7900 Grand River Road
Brighton, MI, 48114
(810) 227-3103**

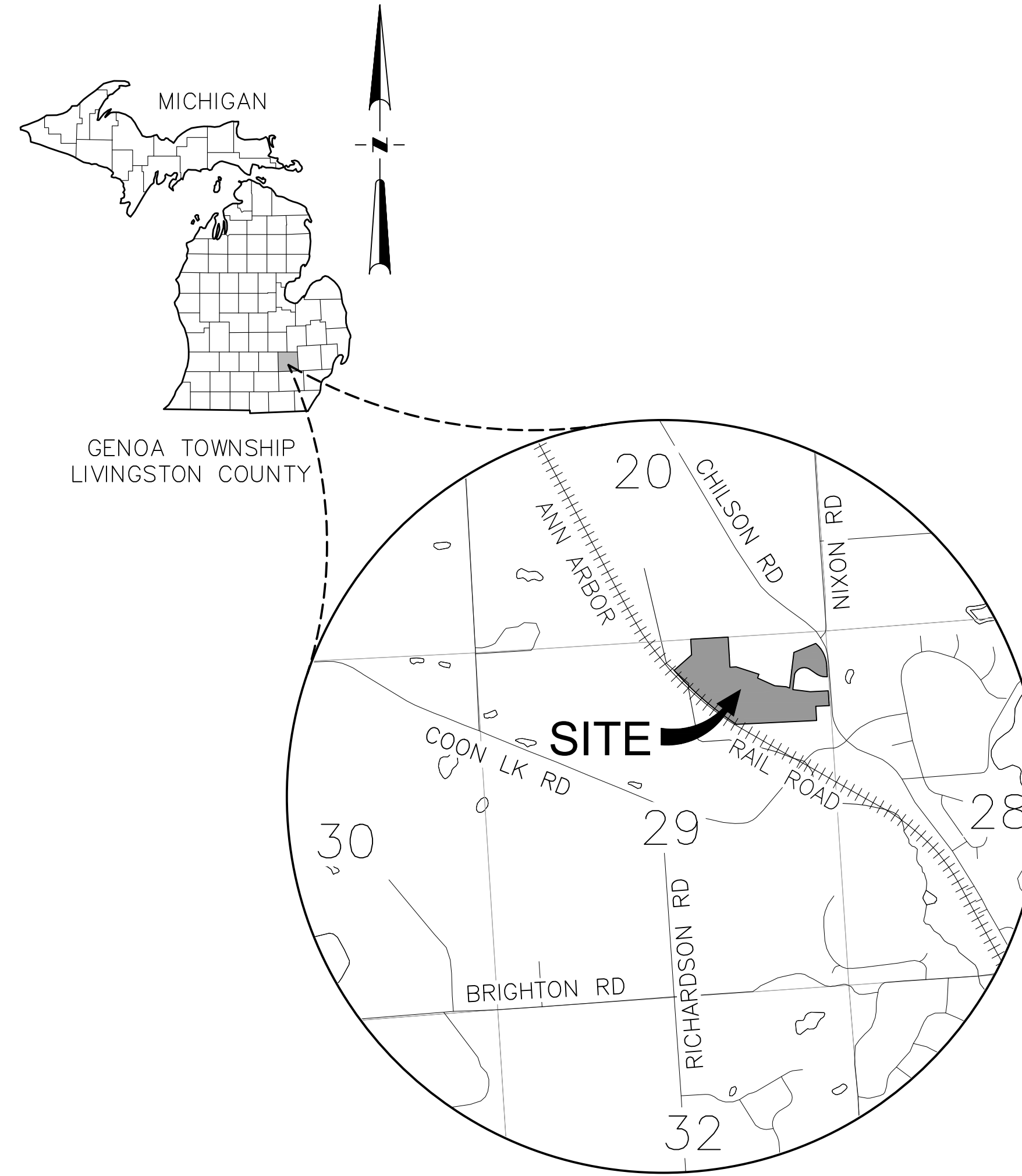
REPLAT NO. 3 OF
LIVINGSTON COUNTY CONDOMINIUM SUBDIVISION PLAN NO. 350
EXHIBIT "B" TO THE AMENDED MASTER DEED OF

TIMBER GREEN

PART OF THE NE, 1/4 SEC 29, T2N-R5E
GENOA TOWNSHIP, LIVINGSTON COUNTY, MICHIGAN

LEGAL DESCRIPTION

PART OF THE NORTHEAST 1/4 OF SECTION 29, T2N-R5E, GENOA TOWNSHIP, LIVINGSTON COUNTY, MICHIGAN, MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHEAST CORNER OF SAID SECTION 29; THENCE ALONG THE NORTH LINE OF SECTION 29, S 86°39'11" W, 212.30 FEET; THENCE ALONG THE WESTERLY RIGHT-OF-WAY LINE OF CHILSON ROAD, ON THE ARC OF A CURVE TO THE RIGHT 192.33 FEET, RADIUS 785.51 FEET, CENTRAL ANGLE OF 14°01'43" AND A CHORD BEARING S 36°41'12" E, 191.85 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING ALONG SAID WESTERLY RIGHT-OF-WAY LINE OF CHILSON ROAD ON THE ARC OF A CURVE RIGHT 373.97 FEET, RADIUS OF 785.51 FEET, CENTRAL ANGLE OF 27°16'40", AND A CHORD BEARING S 16°02'03" E, 370.45 FEET; THENCE N 87°36'15" E, 23.53 FEET; THENCE ALONG THE EAST LINE OF SAID SECTION 29, S 03°07'47" E, 600.81 FEET; THENCE S 87°15'19" W, 203.60 FEET; THENCE S 03°07'47" E, 216.00 FEET; THENCE ALONG THE SOUTH LINE OF THE NORTH 1/2 OF THE NORTHEAST 1/4 OF SAID SECTION 29, AS PREVIOUSLY SURVEYED AND MONUMENTED, S 87°15'19" W, 1114.10 FEET; THENCE CONTINUING ALONG THE SOUTH LINE OF THE NORTH 1/2 OF THE NORTHEAST 1/4, S 87°47'04" W, 97.81 FEET; THENCE ALONG THE NORTHEASTERLY LINE OF THE ANN ARBOR RAILROAD RIGHT-OF-WAY NORTHWEST ON AN ARC OF A CURVE TO THE RIGHT 124.74 FEET, RADIUS OF 4612.69 FEET, CENTRAL ANGLE 01°32'58" CHORD BEARING N 56°06'05" W, 124.74 FEET; THENCE N 05°55'55" E, 305.57 FEET; THENCE N 07°57'54" E, 50.53; THENCE N 14°19' 51" E, 92.74 FEET; THENCE N 09°07'48" W, 353.64 FEET; THENCE N 86°39'11" E, 94.57 FEET; THENCE S 71°53'59" E, 360.17 FEET; THENCE N 18°05'59" E, 316.41 FEET; THENCE N 86°10'33" E, 431.74 FEET; THENCE N 67°42'55" E, 347.08 FEET; THENCE N 69°43'33" E, 58.24 FEET TO THE POINT OF BEGINNING. CONTAINING 31.93 ACRES AND SUBJECT TO EASEMENTS OR RESTRICTIONS OF RECORD.



LOCATION MAP

SURVEYOR



MONUMENT ENGINEERING GROUP ASSOCIATES, INC

INNOVATIVE GEOSPATIAL & ENGINEERING SOLUTIONS

298 VETERANS DRIVE,
FOWLERVILLE, MI 48836
PHONE: 517-223-3512

DEVELOPER

CHESTNUT DEVELOPMENT

6253 GRAND RIVER AVE. SUITE 700
BRIGHTON, MI 48114



Marc E. Budzinski

SHEET INDEX

| |
|--------------------------|
| SHEET 1 * COVER SHEET |
| SHEET 2 * SURVEY PLAN 1 |
| SHEET 3 * SURVEY PLAN 2 |
| SHEET 4 * SITE PLAN 1 |
| SHEET 5 * SITE PLAN 2 |
| SHEET 6 * UTILITY PLAN 1 |
| SHEET 7 * UTILITY PLAN 2 |

NOTE

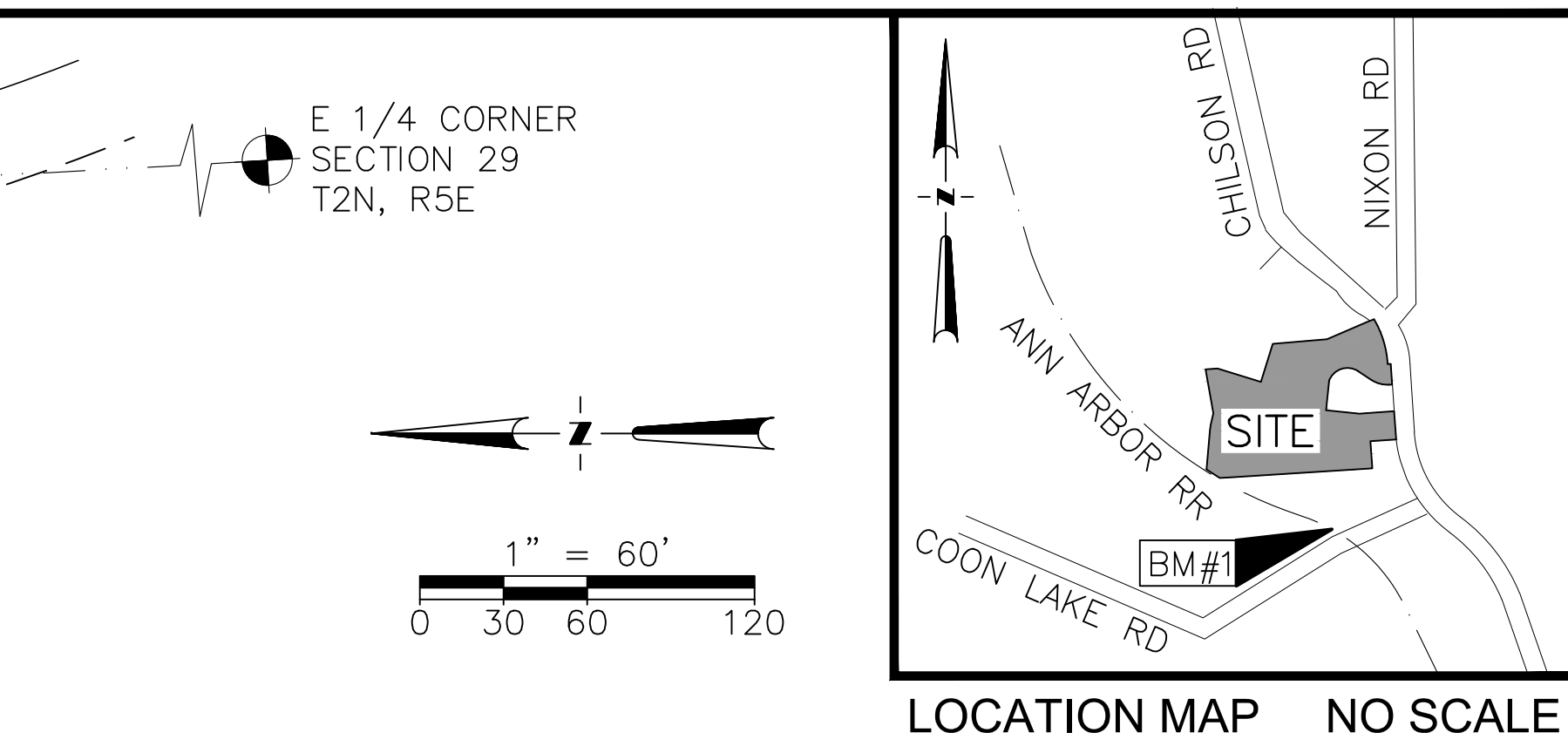
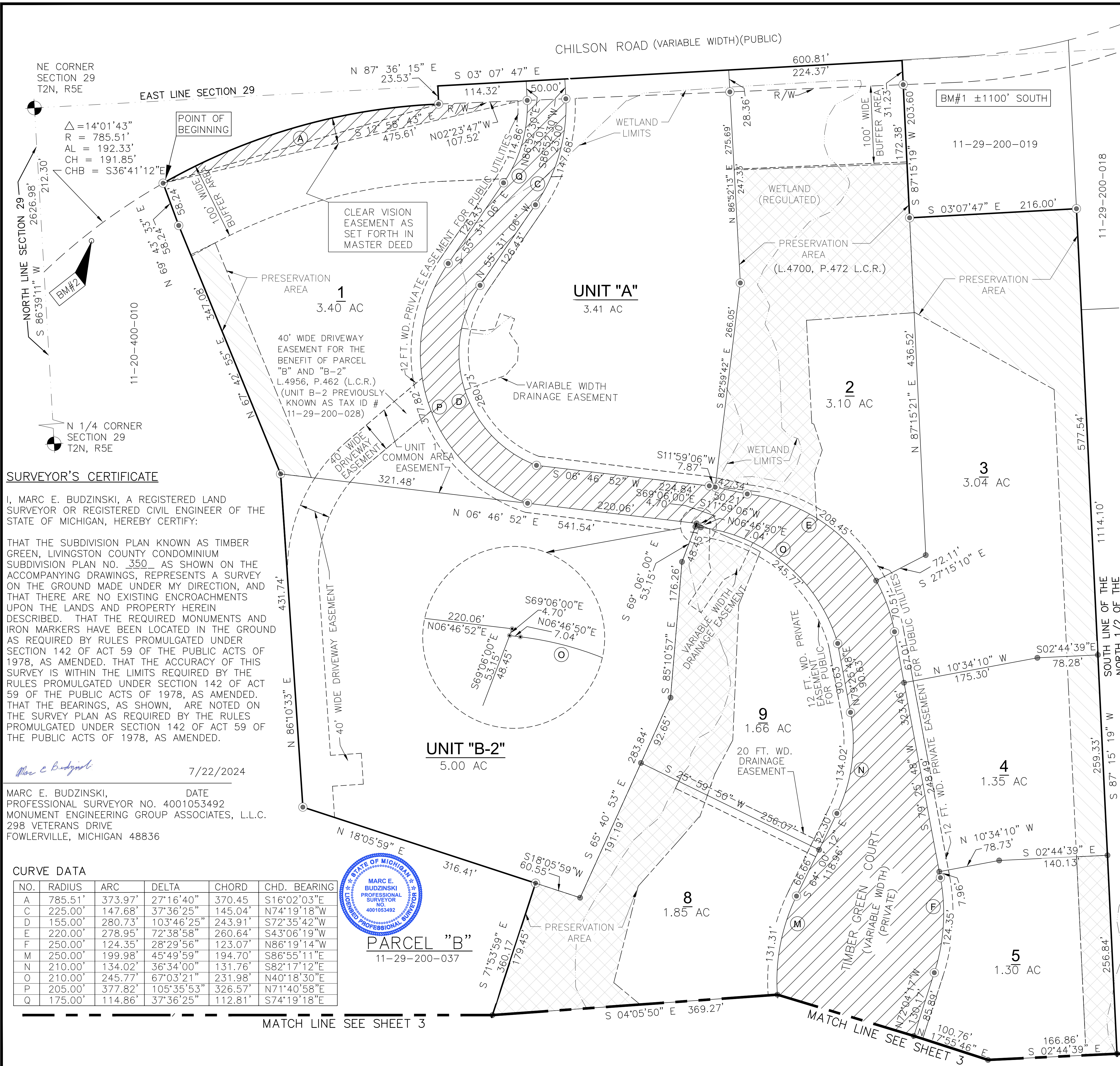
- THE ASTERISK (*) AS SHOWN IN THE DRAWING INDEX INDICATES AMENDED OR NEW DRAWINGS WHICH ARE REVISED, DATED: MAY 12, 2020. THESE DRAWINGS ARE TO REPLACE OR BE SUPPLEMENTAL TO THOSE PREVIOUSLY RECORDED.
- PURSUANT TO SECTION 559.410 OF THE CONDOMINIUM ACT OF 1978. THE AMENDING PROFESSIONAL FOR THIS REPLAT IS RESPONSIBLE ONLY FOR SUCH ITEMS INCLUDED IN THIS REPLAT AS AMENDED FROM LIVINGSTON COUNTY CONDOMINIUM SUBDIVISION PLAN NO. 350 AS RECORDED IN DOCUMENT #2011R-002925 OF LIVINGSTON COUNTY RECORDS.

NOTE: ATTENTION COUNTY REGISTER OF DEEDS

- THE CONDOMINIUM SUBDIVISION PLAN NUMBER MUST BE ASSIGNED IN CONSECUTIVE SEQUENCE. WHEN A NUMBER HAS BEEN ASSIGNED TO THIS PROJECT, IT MUST BE PROPERLY SHOWN IN THE TITLE, SHEET 1 AND THE SURVEYOR'S CERTIFICATE, SHEET 2.
- THIS CONDOMINIUM SUBDIVISION PLAN IS NOT REQUIRED TO CONTAIN DETAILED PROJECT DESIGN PLANS PREPARED BY THE APPROPRIATE LICENSED DESIGN PROFESSIONAL SUCH PROJECT DESIGN PLANS ARE FILED, AS PART OF THE CONSTRUCTION PERMIT APPLICATION, WITH THE ENFORCING AGENCY FOR THE STATE CONSTRUCTION CODE IN THE RELEVANT GOVERNMENTAL SUBDIVISION. THE ENFORCING AGENCY MAY BE LOCAL BUILDING DEPARTMENT OR THE STATE DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS.

PROPOSED: — AS-BUILT: —

| | | |
|--|--|-------------------|
| <p>INNOVATIVE GEOSPATIAL & ENGINEERING SOLUTIONS</p> <p>298 VETERANS DRIVE FOWLERVILLE, MICHIGAN 48836 (OFFICE) 517-223-3512</p> | COVER | |
| | <p>"TIMBER GREEN"</p> <p>PART OF THE NE 1/4 SEC. 29, T2N-R5E GENOA TOWNSHIP, LIVINGSTON COUNTY, MICHIGAN</p> <p>CHESTNUT DEVELOPMENT 6253 GRAND RIVER AVE. SUITE 700 BRIGHTON, MI 48114</p> | |
| JOB # : 20-056 | SCALE : N/A | DRAWN: DC CHK: AP |
| DATE : 7/22/2024 | | SHEET: 1 |



SITE BENCHMARKS (NAVD 88 DATUM)
 BM1 (REFERENCE): NGS POINT 'NE0810' (STAMPED M105 1934). BENCH MARK DISC ON TOP OF A CONCRETE MONUMENT AT THE NW CORNER OF COON LAKE ROAD AND ANN ARBOR RAILROAD - ELEVATION 939.63
 BM2 (SITE): SET GEAR SPIKE IN POWER POLE IN THE SW FACE AT THE NE CORNER OF SITE ±50' WEST OF THE CENTERLINE OF CHILSON ROAD, ±125' NW OF INTERSECTION OF NIXON AND CHILSON ROADS. 119'± NORTHWEST OF THE NORTHEAST PROPERTY CORNER - ELEVATION 948.47

- LEGEND**
- = SECTION CORNER
 - = LIMITS OF OWNERSHIP/UNIT LIMIT
 - = UNIT NUMBER
 - = IRON FOUND
 - = SET MONUMENT CONSISTING OF A 1/2" DIAMETER STEEL ROD ENCASED IN A 4" DIAMETER CONCRETE CYLINDER
 - = SET UNIT CORNERS ARE 1/2" DIAMETER STEEL RODS, 18" LONG
 - = CONSERVATION EASEMENT/PRESERVATION AREA (L.4700, P.472)
 - = PRESERVATION AREA
 - = WETLAND LIMITS
 - = R/W EXISTING RIGHT-OF-WAY

- NOTES:**
- THE BASIS OF BEARING ORIGINATES FROM THE NORTH LINE OF SECTION 29, AS DEFINED BY A SURVEY FROM TRI-COUNTY SURVEYS CO. DATED: JUNE 28, 2002 JOB No. 02-47A.
 - GENOA TOWNSHIP DOES NOT PARTICIPATE IN THE FEMA FLOOD HAZARD STUDY PROGRAM AND IT IS UNDETERMINED IF ANY PORTION OF THE SITE LIES WITHIN THE 100 YEAR FLOODPLAIN.
 - REMOVE ALL TREES WITHIN THE CLEAR VISION EASEMENT. EASEMENT SHALL BE GRADED FLAT AND GRASS SHALL BE PROPERLY MAINTAINED IN PERPETUITY SO AS NOT TO OBSCURE CLEAR VISION AREA.
 - THE 40' WIDE DRIVEWAY EASEMENT AND THE COMMON AREA EASEMENT BENEFITING PARCEL B AND UNIT "B-2" ARE AS SET FORTH IN THE MASTER DEED.

SURVEYOR'S CERTIFICATE

I, MARC E. BUDZINSKI, A REGISTERED LAND SURVEYOR OR REGISTERED CIVIL ENGINEER OF THE STATE OF MICHIGAN, HEREBY CERTIFY:

THAT THE SUBDIVISION PLAN KNOWN AS TIMBER GREEN, LIVINGSTON COUNTY CONDOMINIUM SUBDIVISION PLAN NO. 350 AS SHOWN ON THE ACCOMPANYING DRAWINGS, REPRESENTS A SURVEY ON THE GROUND MADE UNDER MY DIRECTION, AND THAT THERE ARE NO EXISTING ENCROACHMENTS UPON THE LANDS AND PROPERTY HEREIN DESCRIBED. THAT THE REQUIRED MONUMENTS AND IRON MARKERS HAVE BEEN LOCATED IN THE GROUND AS REQUIRED BY RULES PROMULGATED UNDER SECTION 142 OF ACT 59 OF THE PUBLIC ACTS OF 1978, AS AMENDED. THAT THE ACCURACY OF THIS SURVEY IS WITHIN THE LIMITS REQUIRED BY THE RULES PROMULGATED UNDER SECTION 142 OF ACT 59 OF THE PUBLIC ACTS OF 1978, AS AMENDED. THAT THE BEARINGS, AS SHOWN, ARE NOTED ON THE SURVEY PLAN AS REQUIRED BY THE RULES PROMULGATED UNDER SECTION 142 OF ACT 59 OF THE PUBLIC ACTS OF 1978, AS AMENDED.

Marc E. Budzinski 7/22/2024

MARC E. BUDZINSKI, DATE
 PROFESSIONAL SURVEYOR NO. 4001053492
 MONUMENT ENGINEERING GROUP ASSOCIATES, L.L.C.
 298 VETERANS DRIVE
 FOWLERVILLE, MICHIGAN 48836

CURVE DATA

| NO. | RADIUS | ARC | DELTA | CHORD | CHD. BEARING |
|-----|---------|---------|------------|---------|--------------|
| A | 785.51' | 373.97' | 27°16'40" | 370.45' | S16°02'03"E |
| C | 225.00' | 147.68' | 37°36'25" | 145.04' | N74°19'18"W |
| D | 155.00' | 280.73' | 103°46'25" | 243.91' | S72°35'42"W |
| E | 220.00' | 278.95' | 72°38'58" | 260.64' | S43°06'19"W |
| F | 250.00' | 124.35' | 28°29'56" | 123.07' | N86°19'14"W |
| M | 250.00' | 199.98' | 45°49'59" | 194.70' | S86°55'11"E |
| N | 210.00' | 134.02' | 36°34'00" | 131.76' | S82°17'12"E |
| O | 210.00' | 245.77' | 67°03'21" | 231.98' | N40°18'30"E |
| P | 205.00' | 377.82' | 105°35'53" | 326.57' | N71°40'58"E |
| Q | 175.00' | 114.86' | 37°36'25" | 112.81' | S74°19'18"E |



PARCEL "B"
 11-29-200-037

PROPOSED: — AS-BUILT: —

INNOVATIVE GEOSPATIAL & ENGINEERING SOLUTIONS

MEGA
 Monument Engineering Group Associates, Inc.

298 VETERANS DRIVE
 FOWLERVILLE,
 MICHIGAN 48836
 (OFFICE) 517-223-3512

SURVEY PLAN

"TIMBER GREEN"
 PART OF THE NE 1/4 SEC. 29, T2N-R5E
 GENOA TOWNSHIP, LIVINGSTON COUNTY, MICHIGAN

CHESTNUT DEVELOPMENT
 6253 GRAND RIVER AVE. SUITE 700
 BRIGHTON, MI 48114

| | |
|------------------|-------------------|
| JOB # : 20-056 | DRAWN: DC CHK: AP |
| SCALE : 1"=60' | SHEET: 2 |
| DATE : 7/22/2024 | |

MATCH LINE SEE SHEET 2

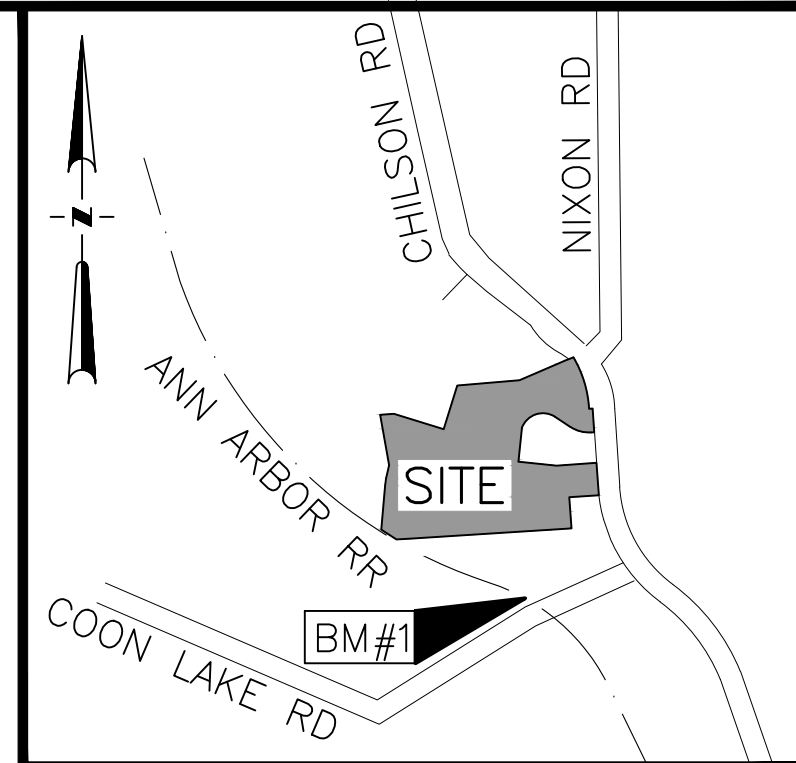
PARCEL "B"
11-29-200-037

7
2.05 AC

6
1.47 AC

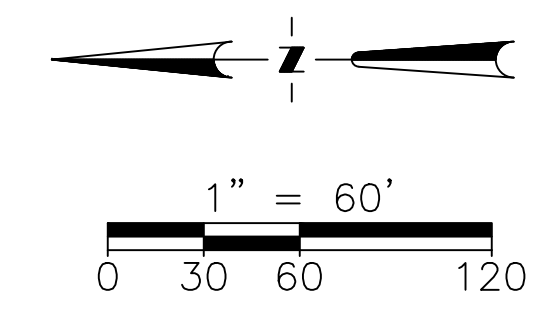
PARCEL "C"
11-29-200-037

SOUTH LINE OF THE
NORTH 1/2 OF THE
NORTHEAST 1/4 OF
SECTION 29



LOCATION MAP NO SCALE

Δ = 01°32'58"
R = 4612.69'
AL = 124.74'
CH = 124.74'
CHB = N56°06'05"W



LEGEND

- = SECTION CORNER
- = LIMITS OF OWNERSHIP/UNIT LIMIT
- 1** = UNIT NUMBER
- = IRON FOUND
- = SET MONUMENT CONSISTING OF A 1/2" DIAMETER STEEL ROD ENCASED IN A 4" DIAMETER CONCRETE CYLINDER
- = SET UNIT CORNERS ARE 1/2" DIAMETER STEEL RODS, 18" LONG
- = CONSERVATION EASEMENT/PRESERVATION AREA (L.4700, P.472)
- = PRESERVATION AREA
- = WETLAND LIMITS

NOTES:

1. THE BASIS OF BEARING ORIGINATES FROM THE NORTH LINE OF SECTION 29, AS DEFINED BY A SURVEY FROM TRI-COUNTY SURVEYS CO. DATED: JUNE 28, 2002, JOB No. 02-47A.
2. GENOA TOWNSHIP DOES NOT PARTICIPATE IN THE FEMA FLOOD HAZARD STUDY PROGRAM AND IT IS UNDETERMINED IF ANY PORTION OF THE SITE LIES WITHIN THE 100 YEAR FLOODPLAIN.
3. THE LAND THAT WAS WITHDRAWN FROM THE CONDOMINIUM BY THIS AMENDMENT IS BENEFITED BY, AND THE CONDOMINIUM PREMISES IS BURDENED BY, AN EASEMENT FOR UTILITY AND SECONDARY EMERGENCY ACCESS PURPOSES THROUGH THE CONDOMINIUM PROJECT, AS FURTHER DESCRIBED IN THE MASTER DEED, AS AMENDED.

PROPOSED: — AS-BUILT: —

SITE BENCHMARKS (NAVD 88 DATUM)

BM1 (REFERENCE): NGS POINT 'NE0810' (STAMPED MI05 1934). BENCH MARK DISC ON TOP OF A CONCRETE MONUMENT AT THE NW CORNER OF COON LAKE ROAD AND ANN ARBOR RAILROAD - ELEVATION 939.63

BM2 (SITE): SET GEAR SPIKE IN POWER POLE IN THE SW FACE AT THE NE CORNER OF SITE ±50' WEST OF THE CENTERLINE OF CHILSON ROAD, ±125' NW OF INTERSECTION OF NIXON AND CHILSON ROADS. 119± NORTHWEST OF THE NORTHEAST PROPERTY CORNER - ELEVATION 948.47

CURVE DATA

| NO. | RADIUS | ARC | DELTA | CHORD | CHD. BEARING |
|-----|---------|---------|-----------|---------|--------------|
| G | 70.00' | 18.26' | 14°56'39" | 18.21' | N64°35'57"W |
| H | 322.00' | 90.62' | 16°07'32" | 90.33' | N65°11'23"W |
| L | 310.00' | 194.14' | 35°52'49" | 190.98' | N88°06'14"E |
| M | 250.00' | 199.98' | 45°49'59" | 194.70' | S86°55'11"E |

CURVE DATA

| NO. | RADIUS | ARC | DELTA | CHORD | CHD. BEARING |
|-----|---------|---------|------------|---------|--------------|
| I | 255.00' | 122.01' | 27°24'48" | 120.85' | N60°14'57"W |
| J | 75.00' | 420.26' | 321°03'27" | 50.00' | N43°27'27"E |
| K | 205.00' | 98.08' | 27°24'48" | 97.15' | S60°14'57"E |



Marc E. Budzinski

11-20-400-012

NORTH LINE SECTION 29

N 1/4 CORNER
SECTION 29
T2N, R5E

Q OF 100' WIDE PANHANDLE EASTERN PIPELINE
GAS MAIN EASEMENT (L.407, P.373)

WITHDRAWN BY
AMENDMENT 3

WITHDRAWN BY
AMENDMENT 3

WITHDRAWN BY
AMENDMENT 3

ANN ARBOR RAILROAD
(50 FT. WD.)
HURON PINES LTD
11-29-200-023

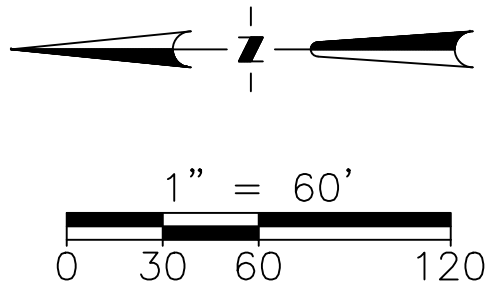
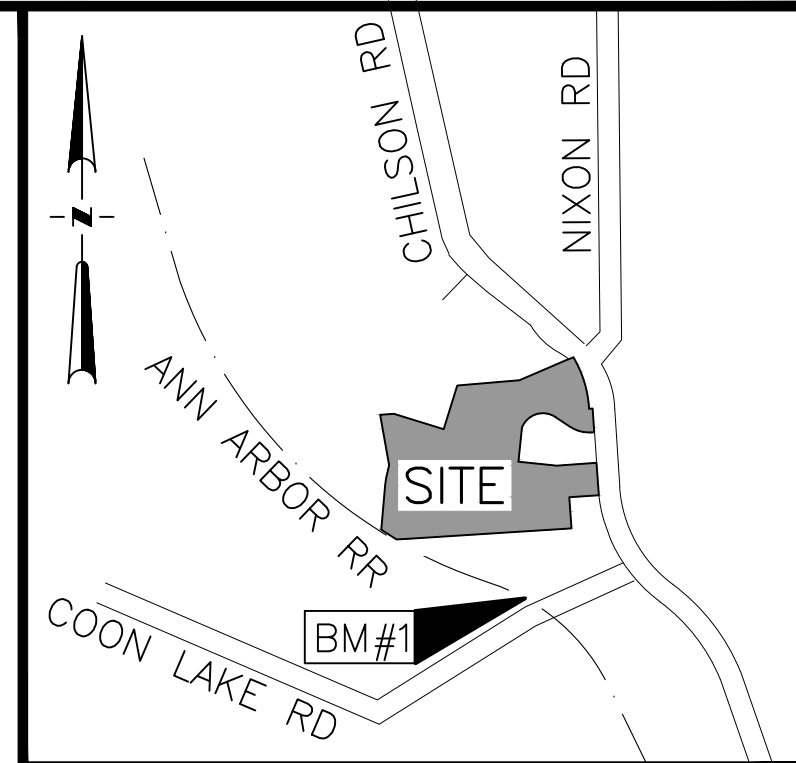
NE CORNER
SECTION 29
T2N, R5E

N 1/4 CORNER
SECTION 29
T2N, R5E

E 1/4 CORNER
SECTION 29
T2N, R5E

EAST LINE SECTION 29

CHILSON ROAD (VARIABLE WIDTH)(PUBLIC)



| COORD. NO. | NORTHING | EASTING |
|------------|-----------|------------|
| 1 | N 9833.76 | E 9902.67 |
| 2 | N 9477.72 | E 10004.99 |
| 3 | N 9313.25 | E 10011.84 |
| 4 | N 9352.57 | E 9874.86 |
| 5 | N 9424.15 | E 9770.64 |
| 6 | N 9351.19 | E 9537.90 |
| 7 | N 9127.92 | E 9511.35 |
| 8 | N 9120.22 | E 9509.72 |
| 9 | N 9087.78 | E 9773.78 |
| 10 | N 9101.28 | E 10020.74 |
| 11 | N 8877.29 | E 10030.12 |
| 12 | N 8869.04 | E 9857.94 |
| 13 | N 8653.36 | E 9869.73 |
| 22 | N 9352.41 | E 8997.80 |
| 23 | N 9294.86 | E 8978.99 |
| 24 | N 9177.97 | E 9237.65 |
| 25 | N 9163.17 | E 9413.28 |
| 26 | N 9145.88 | E 9458.55 |
| 27 | N 9144.21 | E 9462.94 |
| 28 | N 9681.96 | E 9526.88 |
| 29 | N 9813.58 | E 9848.04 |
| 30 | N 9078.81 | E 9500.93 |
| 31 | N 8888.52 | E 9322.82 |
| 32 | N 8829.18 | E 9004.85 |
| 33 | N 8837.08 | E 8882.03 |
| 47 | N 9015.19 | E 8981.06 |
| 48 | N 8963.04 | E 9087.99 |
| 49 | N 8945.36 | E 9218.56 |
| 50 | N 8961.98 | E 9307.65 |
| 51 | N 9138.89 | E 9457.72 |
| 52 | N 9362.73 | E 9488.92 |
| 53 | N 9465.37 | E 9798.95 |
| 54 | N 9393.79 | E 9903.16 |
| 55 | N 9363.20 | E 10009.76 |
| 56 | N 8912.24 | E 9388.90 |
| 57 | N 8848.14 | E 9421.92 |
| 58 | N 8876.23 | E 9256.95 |
| 59 | N 8703.90 | E 9289.10 |
| 60 | N 8625.71 | E 9292.85 |
| 61 | N 8830.64 | E 9012.67 |
| 62 | N 8753.25 | E 9027.11 |
| 63 | N 8613.29 | E 9033.82 |
| 64 | N 8863.52 | E 8800.31 |
| 65 | N 8767.65 | E 8769.29 |
| 66 | N 8600.99 | E 8777.28 |
| 79 | N 9039.84 | E 8853.62 |
| 80 | N 9408.17 | E 8827.24 |
| 81 | N 8985.97 | E 9040.98 |
| 82 | N 9216.12 | E 9153.22 |
| 85 | N 9653.17 | E 9096.10 |
| 86 | N 9478.70 | E 10028.50 |
| 87 | N 9364.57 | E 10034.91 |
| 88 | N 9314.63 | E 10037.47 |
| 89 | N 9102.83 | E 10049.06 |
| 90 | N 8878.79 | E 10061.31 |



- LEGEND**
- = SECTION CORNER
 - = LIMITS OF OWNERSHIP/UNIT LIMIT
 - = UNIT NUMBER
 - = IRON FOUND
 - = SET MONUMENT CONSISTING OF A 1/2" DIAMETER STEEL ROD ENCASED IN A 4" DIAMETER CONCRETE CYLINDER (ALL UNIT CORNERS ARE 1/2" DIAMETER STEEL RODS, 18" LONG)
 - = GENERAL COMMON ELEMENTS
 - = CONSERVATION EASEMENT/PRESERVATION AREA
 - = PRESERVATION AREA
 - = BUILDING SETBACK
 - = COORDINATE POINT
 - = WETLAND LIMITS



Marc E. Budzinski

- NOTES:**
- RESTRICTED PRESERVATION AREAS INCLUDE ALL AREAS NOT DESIGNATED AS PRESERVATION AREAS, GENERAL COMMON ELEMENTS OR BUILDING ENVELOPES.
 - ALL UNITS AND COMMON ELEMENTS ARE CONVERTIBLE AREAS PURSUANT TO ARTICLE VII OF THE MASTER DEED.
 - REMOVE ALL TREES WITHIN THE CLEAR VISION EASEMENT. EASEMENT SHALL BE GRADED FLAT AND GRASS SHALL BE PROPERLY MAINTAINED IN PERPETUITY SO AS NOT TO OBSCURE CLEAR VISION AREA.

PROPOSED: _____ AS-BUILT: _____

INNOVATIVE GEOSPATIAL & ENGINEERING SOLUTIONS

298 VETERANS DRIVE
FOWLERVILLE,
MICHIGAN 48836
(OFFICE) 517-223-3512

SITE PLAN

"TIMBER GREEN"
PART OF THE NE 1/4 SEC. 29, T2N-R5E
GENOA TOWNSHIP, LIVINGSTON COUNTY, MICHIGAN

CHESTNUT DEVELOPMENT
6253 GRAND RIVER AVE. SUITE 700
BRIGHTON, MI 48114

| | |
|------------------|-------------------|
| JOB # : 20-056 | DRAWN: DC CHK: AP |
| SCALE : 1"=60' | SHEET: 4 |
| DATE : 7/22/2024 | |

MATCH LINE SEE SHEET 4

PARCEL "B"

PARCEL "C"

WITHDRAWN BY AMENDMENT 3 11-29-200-037

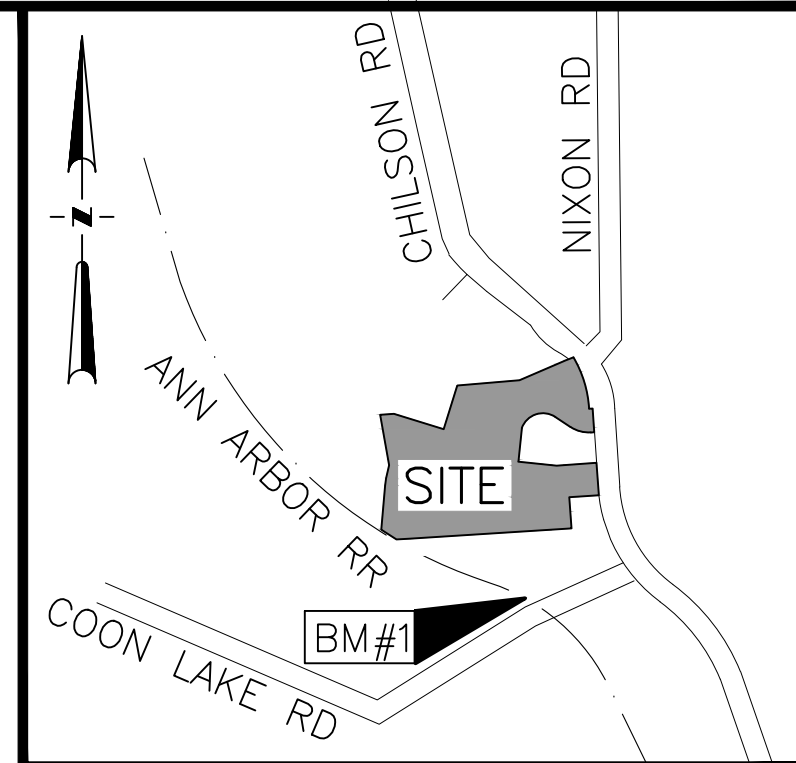
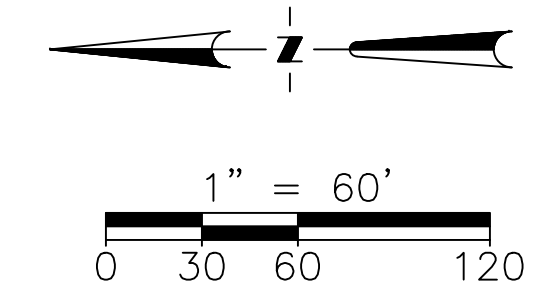
WITHDRAWN BY AMENDMENT 3

WITHDRAWN BY AMENDMENT 3

11-29-200-037

ANN ARBOR RAILROAD (50 FT. WD.)

MATCH LINE SEE SHEET 4



LOCATION MAP NO SCALE

SOUTH LINE OF THE NORTH 1/2 OF THE NORTHEAST 1/4 OF SECTION 29

LEGEND

- = SECTION CORNER
- = CONSERVATION EASEMENT/PRESERVATION AREA
- = PRESERVATION AREA
- = WETLAND LIMITS
- = BUILDING SETBACK
- = GENERAL COMMON ELEMENTS
- = LIMITS OF OWNERSHIP/UNIT LIMIT
- 1 = UNIT NUMBER
- = IRON FOUND
- = SET MONUMENT CONSISTING OF A 1/2" DIAMETER STEEL ROD ENCASED IN A 4" DIAMETER CONCRETE CYLINDER (ALL UNIT CORNERS ARE 1/2" DIAMETER STEEL RODS, 18" LONG)
- = COORDINATE POINT

| COORD. NO. | NORTHING | EASTING |
|------------|-----------|-----------|
| 14 | N 8600.01 | E 8756.91 |
| 15 | N 8596.23 | E 8659.17 |
| 20 | N 9458.79 | E 8561.05 |
| 21 | N 9464.31 | E 8655.45 |
| 34 | N 8877.15 | E 8758.18 |
| 35 | N 8884.96 | E 8741.73 |
| 36 | N 8970.86 | E 8583.41 |
| 44 | N 9019.33 | E 8595.78 |
| 46 | N 9025.65 | E 8786.65 |
| 64 | N 8863.52 | E 8800.31 |
| 65 | N 8767.65 | E 8769.29 |
| 66 | N 8600.99 | E 8777.28 |
| 67 | N 8969.74 | E 8587.21 |
| 68 | N 8665.81 | E 8555.63 |
| 77 | N 9019.78 | E 8594.21 |
| 78 | N 9109.63 | E 8617.16 |
| 79 | N 9039.84 | E 8853.62 |
| 80 | N 9408.17 | E 8827.24 |

N 1/4 CORNER SECTION 29 T2N, R5E

NOTES:

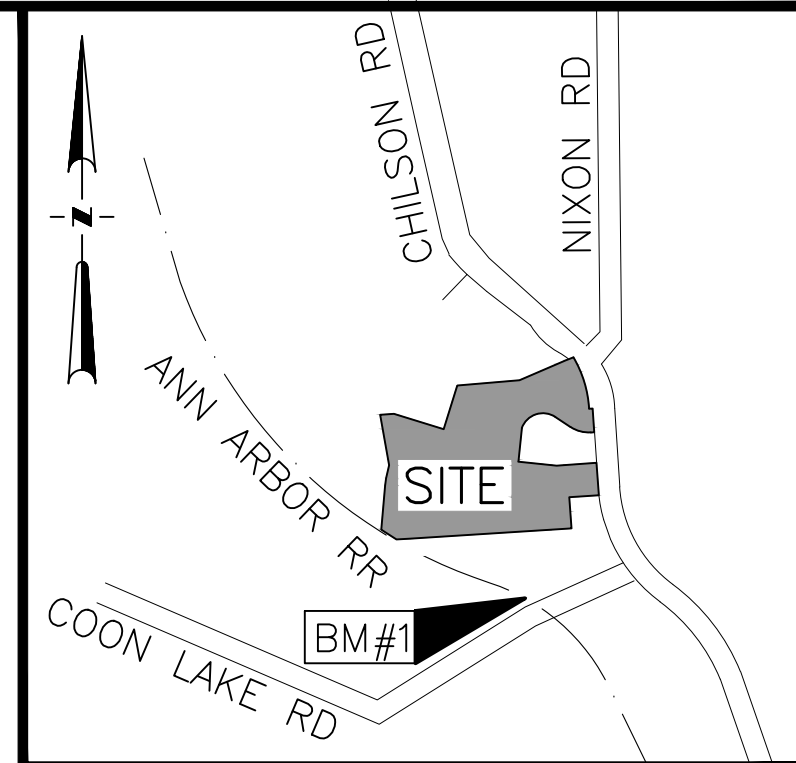
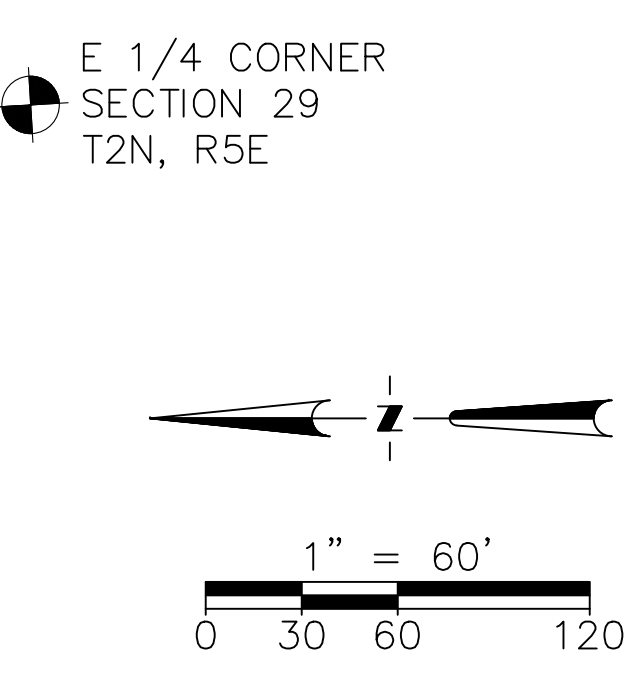
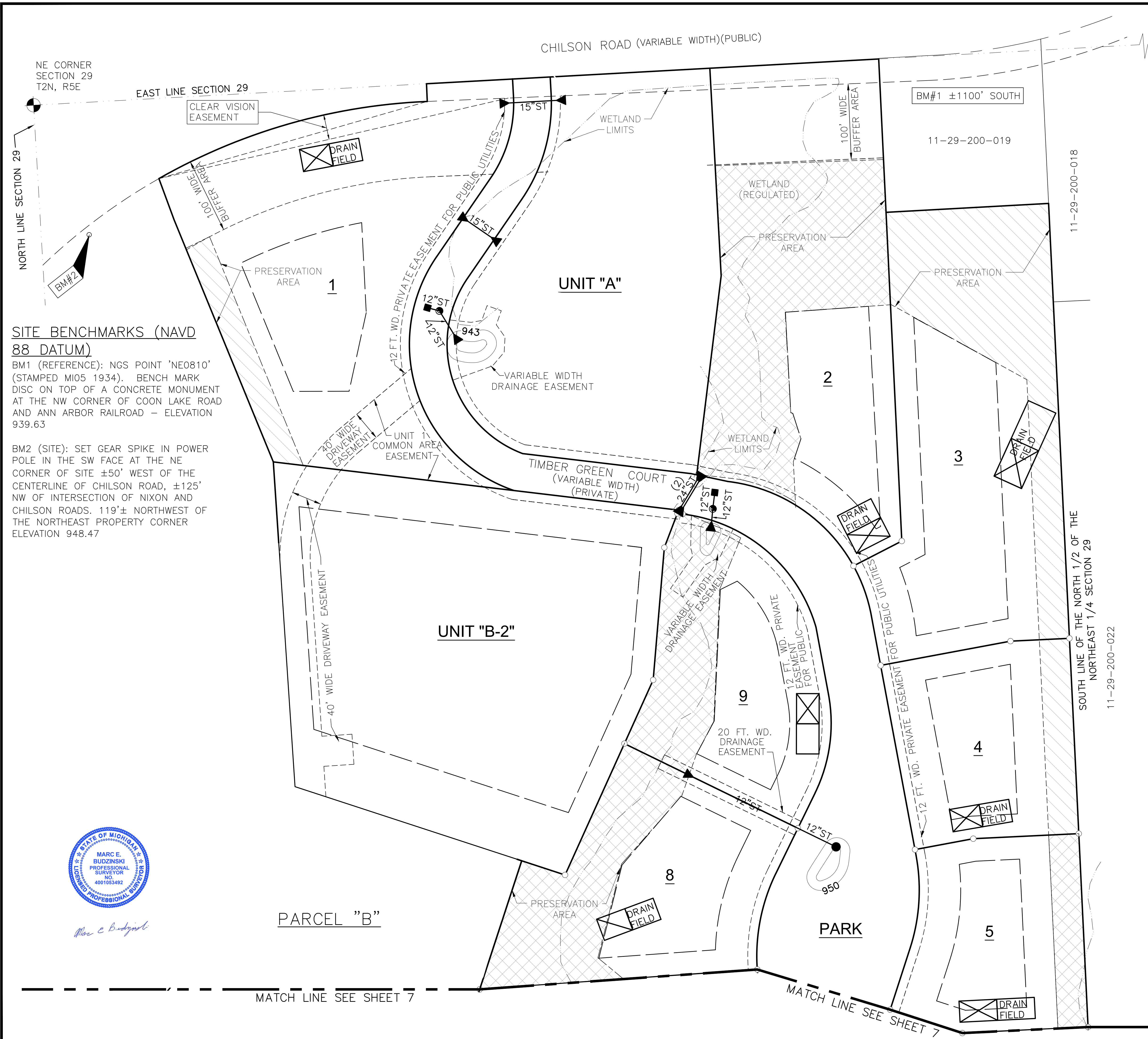
1. RESTRICTED PRESERVATION AREAS INCLUDE ALL AREAS NOT DESIGNATED AS PRESERVATION AREAS, GENERAL COMMON ELEMENTS OR BUILDING ENVELOPES.
2. ALL UNITS AND COMMON ELEMENTS ARE CONVERTIBLE AREAS PURSUANT TO ARTICLE VII OF THE MASTER DEED.
3. THE LAND THAT WAS WITHDRAWN FROM THE CONDOMINIUM BY THIS AMENDMENT IS BENEFITED BY, AND THE CONDOMINIUM PREMISES IS BURDENED BY, AN EASEMENT FOR UTILITY AND SECONDARY ACCESS PURPOSES THROUGH THE CONDOMINIUM PROJECT, AS FURTHER DESCRIBED IN THE MASTER DEED, AS AMENDED.



Marc E. Budzinski

PROPOSED: — AS-BUILT: —

| | | |
|---|---|-------------------|
| <p>298 VETERANS DRIVE FOWLerville, MICHIGAN 48836 (OFFICE) 517-223-3512</p> | SITE PLAN | |
| | <p>"TIMBER GREEN" PART OF THE NE 1/4 SEC. 29, T2N-R5E GENOA TOWNSHIP, LIVINGSTON COUNTY, MICHIGAN</p> <p>CHESTNUT DEVELOPMENT 6253 GRAND RIVER AVE. SUITE 700 BRIGHTON, MI 48114</p> | |
| JOB # : 20-056 | SCALE : 1"=60' | DRAWN: DC CHK: AP |
| DATE : 7/22/2024 | | SHEET: 5 |



LEGEND

| | |
|--|---|
| | PROPOSED |
| | STORM SEWER & MANHOLE |
| | CATCH BASIN |
| | INLET |
| | ELECTRIC, TELEPHONE, CABLE, GAS LINES |
| | LIMITS OF OWNERSHIP |
| | BUILDING SETBACK |
| | CONSERVATION EASEMENT/PRESERVATION AREA |
| | PRESERVATION AREA |
| | WETLAND LIMITS |
| | DRAIN FIELD AND EXPANSION AREA |

SITE BENCHMARKS (NAVD 88 DATUM)

BM1 (REFERENCE): NGS POINT 'NE0810' (STAMPED M105 1934). BENCH MARK DISC ON TOP OF A CONCRETE MONUMENT AT THE NW CORNER OF COON LAKE ROAD AND ANN ARBOR RAILROAD - ELEVATION 939.63

BM2 (SITE): SET GEAR SPIKE IN POWER POLE IN THE SW FACE AT THE NE CORNER OF SITE ±50' WEST OF THE CENTERLINE OF CHILSON ROAD, ±125' NW OF INTERSECTION OF NIXON AND CHILSON ROADS. 119'± NORTHWEST OF THE NORTHEAST PROPERTY CORNER ELEVATION 948.47

- GENERAL NOTES:**
1. THE STORM SEWER SYSTEM & ROADWAY ARE PRIVATE AND MUST BE BUILT.
 2. ALL PROPOSED UNITS WILL BE SERVICED WITH:
 - GAS BY CONSUMERS ENERGY
 - ELECTRICITY BY DTE ENERGY
 - TELEPHONE BY SBC
 - CABLE TELEVISION BY COMCAST CABLE TV
 3. GAS, ELECTRICITY, TELEPHONE AND CABLE LINES ARE NOT SHOWN ON THE CURRENT PLANS AS THE DESIGN OF THESE FACILITIES IS NOT COMPLETE. THEIR PRECISE LOCATION WILL BE SHOWN ON THE AS-BUILT PLANS.
 4. GAS, ELECTRICITY, TELEPHONE AND CABLE LINES WILL BE WITHIN EASEMENTS AS DETERMINED BY THE UTILITY COMPANIES.
 5. NO GUARANTEE IS MADE AS TO THE COMPLETENESS OR ACCURACY OF THE UTILITY INFORMATION.
 6. ALL UTILITY LATERALS AND LEADS FROM POINTS OF CONNECTION TO MAINS SHALL BE INSTALLED, MAINTAINED, REPAIRED AND REPLACED AT THE EXPENSE OF EACH OWNER WHOSE UNIT THEY RESPECTIVELY SERVICE.
 7. REMOVE ALL TREES WITHIN THE CLEAR VISION EASEMENT. EASEMENT SHALL BE GRADED FLAT AND GRASS SHALL BE PROPERLY MAINTAINED IN PERPETUITY SO AS NOT TO OBSCURE CLEAR VISION AREA.
- PROPOSED: _____ AS-BUILT: _____

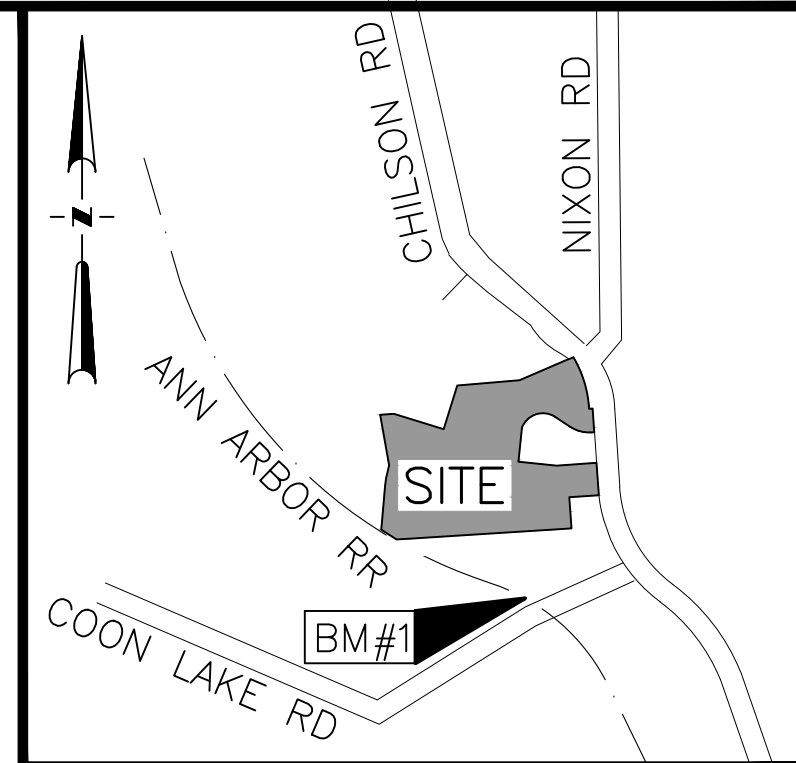
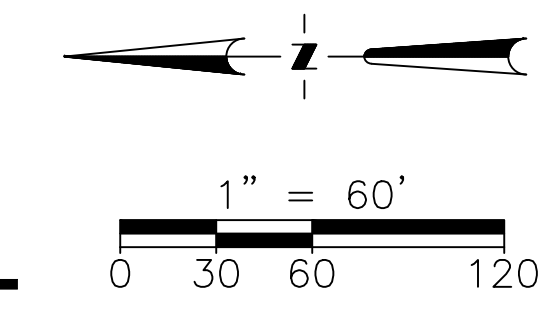


Marc E. Budzinski

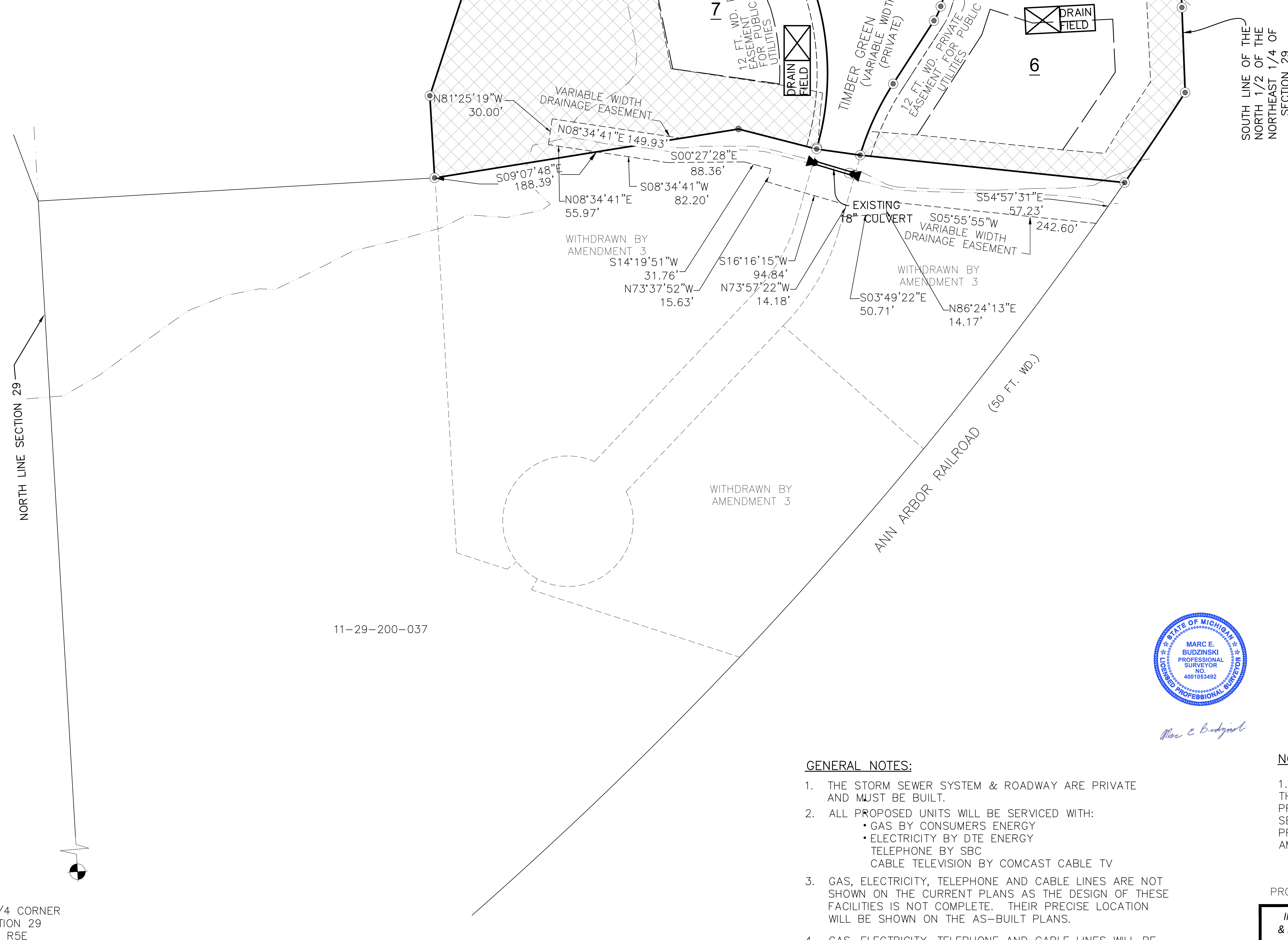
| | | |
|---|--|-------------------|
| | UTILITY PLAN | |
| | "TIMBER GREEN" PART OF THE NE 1/4 SEC. 29, T2N-R5E GENOA TOWNSHIP, LIVINGSTON COUNTY, MICHIGAN | |
| 298 VETERANS DRIVE FOWLERVILLE, MICHIGAN 48836 (OFFICE) 517-223-3512 | CHESTNUT DEVELOPMENT 6253 GRAND RIVER AVE. SUITE 700 BRIGHTON, MI 48114 | |
| | JOB # : 20-056 | DRAWN: DC CHK: AP |
| | SCALE : 1"=60' | SHEET: 6 |
| DATE : 7/22/2024 | | |

MATCH LINE SEE SHEET 4

PARCEL "B"



LOCATION MAP NO SCALE



11-29-200-037



Marc E. Budzinski

LEGEND

| | |
|--|---|
| | PROPOSED |
| | STORM SEWER & MANHOLE |
| | CATCH BASIN |
| | INLET |
| | ELECTRIC, TELEPHONE, CABLE, GAS LINES |
| | CONSERVATION EASEMENT/PRESERVATION AREA |
| | WETLAND LIMITS |
| | = SECTION CORNER |
| | = LIMITS OF OWNERSHIP/UNIT LIMIT |
| | 1 = UNIT NUMBER |
| | DRAIN FIELD AND EXPANSION AREA |

GENERAL NOTES:

1. THE STORM SEWER SYSTEM & ROADWAY ARE PRIVATE AND MUST BE BUILT.
2. ALL PROPOSED UNITS WILL BE SERVICED WITH:
 - GAS BY CONSUMERS ENERGY
 - ELECTRICITY BY DTE ENERGY
 - TELEPHONE BY SBC
 - CABLE TELEVISION BY COMCAST CABLE TV
3. GAS, ELECTRICITY, TELEPHONE AND CABLE LINES ARE NOT SHOWN ON THE CURRENT PLANS AS THE DESIGN OF THESE FACILITIES IS NOT COMPLETE. THEIR PRECISE LOCATION WILL BE SHOWN ON THE AS-BUILT PLANS.
4. GAS, ELECTRICITY, TELEPHONE AND CABLE LINES WILL BE WITHIN EASEMENTS AS DETERMINED BY THE UTILITY COMPANIES.
5. NO GUARANTEE IS MADE AS TO THE COMPLETENESS OR ACCURACY OF THE UTILITY INFORMATION.
6. ALL UTILITY LATERALS AND LEADS FROM POINTS OF CONNECTION TO MAINS SHALL BE INSTALLED, MAINTAINED, REPAIRED AND REPLACED AT THE EXPENSE OF EACH OWNER WHOSE UNIT THEY RESPECTIVELY SERVICE.

NOTE:

1. THE LAND THAT WAS WITHDRAWN FROM THE CONDOMINIUM BY THIS AMENDMENT IS BENEFITED BY, AND THE CONDOMINIUM PREMISES IS BURDENED BY, AN EASEMENT FOR UTILITY AND SECONDARY ACCESS PURPOSES THROUGH THE CONDOMINIUM PROJECT, AS FURTHER DESCRIBED IN THE MASTER DEED, AS AMENDED.

PROPOSED: — AS-BUILT: —

N 1/4 CORNER
SECTION 29
T2N, R5E

| | | |
|---|--|--|
| | UTILITY PLAN | |
| | <p>"TIMBER GREEN" PART OF THE NE 1/4 SEC. 29, T2N-R5E GENOA TOWNSHIP, LIVINGSTON COUNTY, MICHIGAN</p> <p>CHESTNUT DEVELOPMENT 6253 GRAND RIVER AVE. SUITE 700 BRIGHTON, MI 48114</p> | |
| <p>298 VETERANS DRIVE FOWLERVILLE, MICHIGAN 48836 (OFFICE) 517-223-3512</p> | <p>JOB # : 20-056 SCALE : 1"=60' DATE : 5/12/2020</p> | <p>DRAWN: DC CHK: AP SHEET: 7</p> |



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

MEMORANDUM

TO: Honorable Board of Trustees

FROM: Kelly VanMarter, Township Manager

DATE: September 10, 2024

RE: Mystic Lake Drive and Milroy Lane Road Rehabilitation Project Agreement

Please find attached the Project Agreement from the Livingston County Road Commission for the Mystic Lake Drive and Milroy Lane Road Rehabilitation Project. This district was approved by the Township Board on August 19, 2024.

Please consider the following motion:

Moved by _____ and supported by _____ to approve the Project Agreement with the Livingston County Road Commission for the Mystic Lake Drive and Milroy Lane Road Rehabilitation project with the Township's cost not to exceed \$615,000.

SUPERVISOR

Bill Rogers

CLERK

Paulette A. Skolarus

TREASURER

Robin L. Hunt

TRUSTEES

Jean W. Ledford

Terry Croft

Diana Lowe

Jeff Dhaenens

MANAGER

Kelly VanMarter

PROJECT AGREEMENT
JOB NUMBER: 489.05.5171BW

This Agreement made and entered into this _____ day of _____, 2024 by and between the TOWNSHIP of GENOA, Livingston County, Michigan, hereinafter referred to as "TOWNSHIP" and the BOARD OF COUNTY ROAD COMMISSIONERS OF THE COUNTY OF LIVINGSTON, hereinafter referred to as "ROAD COMMISSION."

WITNESSETH

The Township has selected the following road to be improved as described below:

**MYSTIC LAKE DR AND MILROY LN
APPROXIMATELY 0.93 MILES
4.0" MILL AND RESURFACE WITH ASPHALT WING CURB
ALTOGETHER WITH THE NECESSARY RELATED WORK**

The parties agree as follows:

1. The Engineer's opinion of cost of the project is \$615,000. The Township shall pay the Road Commission 100% of the project cost, not to exceed \$615,000.
 - A. The balance shall be paid promptly as invoiced.
 - B. The Road Commission shall furnish the Township with a final breakdown of its actual expenses upon completion of the project.
 - C. The Township will not withhold payments because of any set-off, counterclaim, or any other claim which it may have against the Road Commission arising out of this or any other matter. If there is a dispute over the balance due upon completion, the Township will pay the amount claimed by the Road Commission, and such payment shall not be a waiver by the Township of any claims it may have arising from this contract and the completion of the project.
2. All work shall be performed in a good workmanlike manner and in accordance with plans and specifications adopted by the Road Commission.
3. The work will be completed within the current contract year, unless the parties otherwise so agree.
4. In the event the project cannot be completed due to circumstances beyond the control of the Road Commission, and through no fault of the Road Commission, the contract price for later completion will be subject to renegotiation.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the date and year first above written.

TOWNSHIP OF GENOA

BY: _____
BILL ROGERS, SUPERVISOR

PAULETTE A. SKOLARUS, CLERK

**BOARD OF COUNTY ROAD COMMISSIONERS
OF THE COUNTY OF LIVINGSTON**

BY: _____
STEVEN J. WASYLK, MANAGING DIRECTOR

SARAH R. NEWTON, DIRECTOR OF FINANCE



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

MEMORANDUM

TO: Honorable Board of Trustees
FROM: Kelly VanMarter, Township Manager
DATE: September 10, 2024
RE: Resolution #5A Amendment – Grand Ravines (Debora Drive) Special Assessment Reduced Project Cost

The Livingston County Road Commission has completed the Debora Drive road rehabilitation project. The final construction cost came in at \$221,136 which is \$168,864 under our original \$390,000 estimate. The reduced final construction cost is attributable to the following:

- The initial estimate accounted for potential replacement or lining of existing pipes in the neighborhood, which can be very expensive. Once on site, they found that the pipes were in great condition overall.
- The existing catch basins in the curblines were also found to be in excellent condition. The original estimate accounted for multiple reconstructions of catch basins throughout the neighborhood, and after looking into them in more detail, they found that they only needed to be re-cemented, or “pointed”, which was significantly more cost-efficient.
- Almost every driveway was left untouched through the neighborhood, which contributed to substantial cost savings. Typically, subdivision projects result in many (if not all) of the driveways needing to be replaced near the road but in this case due to good soils and condition of the existing curb, almost none of the driveways were impacted.
- The existing gravel base and soils under the road were found to be in stellar condition. This was one of the largest cost savings. Because the quality of the base was so high, we required almost no base repair. We anticipated much more repair throughout the neighborhood.
- Lastly, the proposed asphalt thickness was initially 4.5 inches however, because of the excellent road base mentioned above, they determined that 4 inches of proposed thickness would perform to very high standards, knowing it was sitting on that high-quality base.

In response to the reduced cost, I have provided a revised Resolution #5A to adjust the assessment roll to reflect the decreased cost. This will reduce the per parcel cost by \$6,494.90 from \$13,576.90 to \$7,082.10. I’ve provided a graphic below showing the original amount compared to the revised amount. There is also a budget amendment on Monday’s agenda to reduce the budget amounts commensurate with the project costs.

SUPERVISOR

Bill Rogers

CLERK

Paulette A. Skolarus

TREASURER

Robin L. Hunt

TRUSTEES

Jean W. Ledford

Terry Croft

Diana Lowe

Jeff Dhaenens

MANAGER

Kelly VanMarter

REVISED ASSESSMENT

REVISED Debora Drive (Grand Ravines) Road Improvement Project (15 years)

| | | |
|-------------------------|-----------|-------------------|
| PROJECT COST | \$ | 221,135.36 |
| ADMINISTRATIVE COSTS | \$ | 2,000.00 |
| TOWNSHIP CONTRIBUTION * | \$ | (39,000.00) * |
| TOTAL | \$ | 184,135.36 |

| | |
|----------------------|----|
| INTEREST % | 2 |
| NUMBER OF PROPERTIES | 26 |

| | | |
|-------------------------|-----------|-----------------|
| TOTAL PER PARCEL | \$ | 7,082.10 |
|-------------------------|-----------|-----------------|

| YEAR | PAYMENT | TO INTEREST | TO PRINCIPAL | OUTSTANDING | |
|------|---------|--------------------|--------------------|--------------------|-------------|
| 1 | 2024 | \$ 613.78 | \$ 141.64 | \$ 472.14 | \$ 6,609.97 |
| 2 | 2025 | \$ 604.34 | \$ 132.20 | \$ 472.14 | \$ 6,137.83 |
| 3 | 2026 | \$ 594.90 | \$ 122.76 | \$ 472.14 | \$ 5,665.70 |
| 4 | 2027 | \$ 585.46 | \$ 113.31 | \$ 472.14 | \$ 5,193.56 |
| 5 | 2028 | \$ 576.01 | \$ 103.87 | \$ 472.14 | \$ 4,721.41 |
| 6 | 2029 | \$ 566.57 | \$ 94.43 | \$ 472.14 | \$ 4,249.27 |
| 7 | 2030 | \$ 557.13 | \$ 84.99 | \$ 472.14 | \$ 3,777.14 |
| 8 | 2031 | \$ 547.68 | \$ 75.54 | \$ 472.14 | \$ 3,304.99 |
| 9 | 2032 | \$ 538.24 | \$ 66.10 | \$ 472.14 | \$ 2,832.85 |
| 10 | 2033 | \$ 528.79 | \$ 56.66 | \$ 472.14 | \$ 2,360.71 |
| 11 | 2034 | \$ 519.35 | \$ 47.21 | \$ 472.14 | \$ 1,888.57 |
| 12 | 2035 | \$ 509.91 | \$ 37.77 | \$ 472.14 | \$ 1,416.43 |
| 13 | 2036 | \$ 500.47 | \$ 28.33 | \$ 472.14 | \$ 944.28 |
| 14 | 2037 | \$ 491.02 | \$ 18.89 | \$ 472.14 | \$ 472.14 |
| 15 | 2038 | \$ 481.58 | \$ 9.44 | \$ 472.14 | \$ - |
| | | \$ 8,215.22 | \$ 1,133.13 | \$ 7,082.11 | |

* \$1500 PER PARCEL

ORIGINAL ASSESSMENT

Debora Drive (Grand Ravines) Road Improvement Project (15 years)

| | | |
|-------------------------|-----------|-------------------|
| PROJECT COST | \$ | 390,000.00 |
| ADMINISTRATIVE COSTS | \$ | 2,000.00 |
| TOWNSHIP CONTRIBUTION * | \$ | (39,000.00) * |
| TOTAL | \$ | 353,000.00 |

| | |
|----------------------|----|
| INTEREST % | 2 |
| NUMBER OF PROPERTIES | 26 |

| | | |
|-------------------------|-----------|------------------|
| TOTAL PER PARCEL | \$ | 13,576.90 |
|-------------------------|-----------|------------------|

| YEAR | PAYMENT | TO INTEREST | TO PRINCIPAL | OUTSTANDING | |
|------|---------|---------------------|--------------------|---------------------|--------------|
| 1 | 2024 | \$ 1,176.67 | \$ 271.54 | \$ 905.13 | \$ 12,671.78 |
| 2 | 2025 | \$ 1,158.56 | \$ 253.44 | \$ 905.13 | \$ 11,766.65 |
| 3 | 2026 | \$ 1,140.46 | \$ 235.33 | \$ 905.13 | \$ 10,861.53 |
| 4 | 2027 | \$ 1,122.36 | \$ 217.23 | \$ 905.13 | \$ 9,956.41 |
| 5 | 2028 | \$ 1,104.26 | \$ 199.13 | \$ 905.13 | \$ 9,051.28 |
| 6 | 2029 | \$ 1,086.15 | \$ 181.03 | \$ 905.13 | \$ 8,146.15 |
| 7 | 2030 | \$ 1,068.05 | \$ 162.92 | \$ 905.13 | \$ 7,241.03 |
| 8 | 2031 | \$ 1,049.94 | \$ 144.82 | \$ 905.13 | \$ 6,335.90 |
| 9 | 2032 | \$ 1,031.85 | \$ 126.72 | \$ 905.13 | \$ 5,430.77 |
| 10 | 2033 | \$ 1,013.74 | \$ 108.62 | \$ 905.13 | \$ 4,525.64 |
| 11 | 2034 | \$ 995.64 | \$ 90.51 | \$ 905.13 | \$ 3,620.51 |
| 12 | 2035 | \$ 977.53 | \$ 72.41 | \$ 905.13 | \$ 2,715.38 |
| 13 | 2036 | \$ 959.43 | \$ 54.31 | \$ 905.13 | \$ 1,810.26 |
| 14 | 2037 | \$ 941.33 | \$ 36.21 | \$ 905.13 | \$ 905.13 |
| 15 | 2038 | \$ 923.23 | \$ 18.10 | \$ 905.13 | \$ - |
| | | \$ 15,749.20 | \$ 2,172.30 | \$ 13,576.91 | |

* \$1500 PER PARCEL

**Resolution No. 5A
Grand Ravines Subdivision (Debora Drive) Road Rehabilitation
Special Assessment Project (Winter Tax 2024)**

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 September 16, 2024 at 6:30 p.m., there were

PRESENT:

ABSENT:

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

Resolution Amending the Special Assessment Roll

WHEREAS, the Board of Trustees of the Township has determined to proceed with the Grand Ravines Subdivision (Debora Drive) Road Rehabilitation Special Assessment Project within the Township in accordance with Act No. 188, Michigan Public Acts of 1954, as amended;

WHEREAS, the Township Board adopted its Resolution confirming the Special Assessment Roll on June 17, 2024, approving the Special Assessment Roll for the Grand Ravines Subdivision (Debora Drive) Road Rehabilitation Special Assessment Project (the “Roll”); and

WHEREAS, the Board of Trustees of the Township 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 Special Assessment Roll for Grand Ravines Subdivision (Debora Drive) Road Rehabilitation Special Assessment Project was assessed over 15 years beginning on the winter 2024 tax rolls; and

WHEREAS, the Livingston County Road Commission completed the project and found that the existing pipes and catch basins were in good condition and did not need replacement, lining or reconstruction which represented cost savings to the project; and

WHEREAS, construction cost savings were also realized due to good soils, curb conditions and excellent gravel base which allowed for many existing driveway approaches to remain untouched and for a reduced asphalt thickness of four (4) inches while continuing to meet high standards; and

WHEREAS, as a result of the reduced construction costs, the Township Board has determined that the final cost to the residents was \$168,864.64 less than estimated; and

WHEREAS, that it is necessary to modify the project cost amount related to the Roll for the Project.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Amended 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 amended Special Assessment Roll for the Grand Ravines Subdivision (Debora Drive) Road Rehabilitation Special Assessment Project (Winter Tax 2024) (the “Amended Roll”) (Exhibit A).

2. The Completed Road Improvement Project. The completed road improvement project will now be amended with the revised total assessment per parcel in the amount of \$7,082.13.

3. Future Installments - Principal. The Township Board determines each special assessment may be paid in fifteen (15) equal installments. The first of the installments shall be due December 1, 2024. Each subsequent installment shall be due at intervals 12 months from the due date of the first installment.

4. Future Installments - Interest. All unpaid installments shall bear interest, payable annually on each installment due date, at a rate of two percent (2%).

5. 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:

NO:

ABSENT:

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 the September 16, 2024 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 the Township Manager’s 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 - Amended Roll

09/11/2024
02:08 PM

Special Assessment Listing for GENOA TOWNSHIP
Population: Special Assessment District (X3292)

Page: 1/1
DB: Genoa

| PARCEL | ASSESSMENT NAME | ASSESSMENT | OWNER ADDRESS |
|------------------|----------------------|------------|---|
| 4711-24-201-001 | X3292, Grand Ravines | 7,082.13 | MARCHANT MARY BETH REV TRUST 7991 DEBORA DR |
| 4711-24-201-002 | X3292, Grand Ravines | 7,082.13 | APLEY MARIANN 7975 DEBORA DR |
| 4711-24-201-003 | X3292, Grand Ravines | 7,082.13 | FERRELL DEANNE & ALEXANDER 7959 DEBORA DR |
| 4711-24-201-004 | X3292, Grand Ravines | 7,082.13 | KRESS, DAVID 7943 DEBORA DR |
| 4711-24-201-005 | X3292, Grand Ravines | 7,082.13 | HAUBNER JOHN & CHRISTINE 7927 DEBORA DR |
| 4711-24-201-006 | X3292, Grand Ravines | 7,082.13 | PIZZIMENTI JAMES & MARY LTS 9.3 7911 DEBORA DR |
| 4711-24-201-007 | X3292, Grand Ravines | 7,082.13 | GRAETZEL, ERIC H. & JOANNE S. 7895 DEBORA DR |
| 4711-24-201-008 | X3292, Grand Ravines | 7,082.13 | ILAS VIRGINIA & MATTHEW 7879 DEBORA DR |
| 4711-24-201-009 | X3292, Grand Ravines | 7,082.13 | NEST JEFFREY REVOCABLE TRUST 7863 DEBORA DR |
| 4711-24-201-010 | X3292, Grand Ravines | 7,082.13 | SMIGLEWSKI MICHAEL & ANNA 7847 DEBORA DR |
| 4711-24-201-011 | X3292, Grand Ravines | 7,082.13 | TOLLES, CRAIG G. & JUDITH A. 7831 DEBORA DR |
| 4711-24-201-012 | X3292, Grand Ravines | 7,082.13 | HALL GLEN & KELLY L 7815 DEBORA DR |
| 4711-24-201-013 | X3292, Grand Ravines | 7,082.13 | OBERT MICHAEL & ERICKSON RITA 7799 DEBORA DR |
| 4711-24-201-014 | X3292, Grand Ravines | 7,082.13 | HOHL STEPHEN & KRISTINA 7783 DEBORA DR |
| 4711-24-201-015 | X3292, Grand Ravines | 7,082.13 | FELLWOCK JOANN 7767 DEBORA DR |
| 4711-24-201-016 | X3292, Grand Ravines | 7,082.13 | WOOLERY LYNN & RAPSON MARK 7751 DEBORA DR |
| 4711-24-201-017 | X3292, Grand Ravines | 7,082.13 | TROMBLY JAMES & LEIGH LTS 9.3 7996 DEBORA DR |
| 4711-24-201-018 | X3292, Grand Ravines | 7,082.13 | HOKKANEN CAROLE & BENTON & ERICKA 7980 DEBORA DR |
| 4711-24-201-019 | X3292, Grand Ravines | 7,082.13 | SULLIVAN CAROL TRUST 7964 DEBORA DR |
| 4711-24-201-020 | X3292, Grand Ravines | 7,082.13 | GALAZKA MATTHEW & CHELSIE 7948 DEBORA DR |
| 4711-24-201-021 | X3292, Grand Ravines | 7,082.13 | LOCKWOOD MICHAEL R 7932 DEBORA DR |
| 4711-24-201-022 | X3292, Grand Ravines | 7,082.13 | DOWD MICHAEL E & DARCY K 7898 DEBORA DR |
| 4711-24-201-023 | X3292, Grand Ravines | 7,082.13 | GNASTER MARK G & HEMALATA P 7850 DEBORA DR |
| 4711-24-201-024 | X3292, Grand Ravines | 7,082.13 | THOMAS WILLIAM & LORI 7814 DEBORA DR |
| 4711-24-201-025 | X3292, Grand Ravines | 7,082.13 | JEFFREY BRENT & ALISON 7800 DEBORA DR |
| 4711-24-201-026 | X3292, Grand Ravines | 7,082.13 | TRAUDT, VOLKER F. 7766 DEBORA DR |
| # OF PARCELS: 26 | TOTALS: | 184,135.38 | |

EXHIBIT B

WARRANT

TO: Esteemed Treasurer
Genoa Township
Livingston County, Michigan

I certify that attached to this Warrant is a true copy of the amended special assessment roll for the Grand Ravines Subdivision (Debora Drive) Road Rehabilitation Special Assessment Project (Winter Tax 2024) (the "Amended Roll") confirmed by the Township Board on September 16, 2024 (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



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

MEMORANDUM

TO: Honorable Board of Trustees
FROM: Amy Ruthig, Planning Director
DATE: September 12, 2024
RE: **Art. 16 Sign Ordinance Text Amendments
Ordinance No. Z-24-02**

In consideration of the approval recommendations by both the Township Planning Commission on July 8th, 2024 and the Livingston County Planning Commission on August 21, 2024 please find attached a proposed zoning ordinance text amendment for your review. The proposed zoning text amendment is to amend Art. 16, Sign Standards. The amendments are clarifications and changes that have been identified by staff as appropriate to improve the ordinance and meet the needs of the community as well as minor corrections.

As required pursuant to the Charter Township Act (Act 359 of 1947), at the August 19, 2024 Township Board meeting, the Board introduced and conducted the first reading of the proposed zoning ordinance text amendment and approved the second reading and consideration for the adoption to be set for the Monday, September 16th, 2024 regularly scheduled meeting.

As such please consider the following action: **(ROLL CALL VOTE REQUIRED)**

Moved by _____, supported by _____ to approve and adopt Ordinance No., Z-24-02 to amend Zoning Ordinance Article 16 entitled Sign Standards.

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

Sincerely,

Amy Ruthig
Planning Director

SUPERVISOR

Bill Rogers

CLERK

Paulette A. Skolarus

TREASURER

Robin L. Hunt

TRUSTEES

Jean W. Ledford

Terry Croft

Diana Lowe

Jeff Dhaenens

MANAGER

Kelly VanMarter

ORDINANCE #Z-24-02

AN ORDINANCE TO AMEND ZONING ORDINANCE ARTICLE 16 ENTITLED “SIGN STANDARDS”

THE TOWNSHIP OF GENOA ORDAINS:

SECTION 1: SHORT TITLE: This Ordinance shall be known as the “**Amendment to Zoning Ordinance Article 16 entitled “Sign Standards”**”.

SECTION 2: SUMMARY OF ORDINANCE: Pursuant to the Michigan Zoning Enabling Act (P.A. 110 of 2006), notice is hereby given that an ordinance to amend the Zoning Ordinance regulating the development and use of land in Genoa Charter Township has been adopted by the Township Board on _____, 2024. The Board conducted the second reading and approved Ordinance #Z-24-02 to adopt the ordinance and amend the Zoning Ordinance of the Charter Township of Genoa by amending Article 16 Sign Standards. The following provides a summary of the regulatory effect of the ordinance.

ARTICLE 16 OF THE ZONING ORDINANCE, ENTITLED “SIGN STANDARDS”, IS HEREBY AMENDED AS FOLLOWS:

Section 16.02 DEFINITIONS is amended as follows:

- **16.02.11** is amended as follows: **Incidental/Informational sign:** a permanent sign which is incidental, accessory and subordinate to a permitted use which is located upon the building site on which said sign is erected or maintained and is intended to provide only noncommercial, site-specific pedestrian, environmental, educational or interpretive information. Examples include but are not limited to a building entrance/exit sign, open/closed sign, days/hours of operation sign, restroom sign, establishment affiliation signs, trail marker, educational plaques and gas station pump island signs.
- **16.02.15** is amended to clarify the typical construction of a parking lot sign.

Section 16.03 APPLICATION OF STANDARDS is amended as follows:

- **16.03.02(h)** is amended as follows: **Incidental/Informational signs:** Incidental/informational signs are permitted within the non-residential districts, but are subject to the setbacks applicable to principal buildings for the zoning district and shall not exceed four (4) square feet in size with a maximum height of six (6) feet.

Section 16.04 PROHIBITED SIGNS is amended as follows:

- **16.04.04** related to **Pole Signs** is deleted and related subsection items below it are re-numbered as appropriate.
- **16.04.13** is amended as follows: **Vacant land.** Signs on vacant land shall be prohibited except for temporary signs as provided in Section 16.03.02(f).

Section 16.07 SPECIFIC SIGN STANDARDS is amended as follows:

- **16.07.06** is amended to allow the inclusion of the following: **Incidental/Informational signs:** Incidental/informational signs are permitted within the nonresidential districts, but are subject to the setbacks applicable to principal buildings for the zoning district and shall not exceed four (4) square feet in size with a maximum height of six (6) feet and related subsection items below it are re-numbered as appropriate.
- **16.07.08 Municipal and non-profit organization signs** is amended to include wall and/or monument signs.
- **16.07.09 is amended to include the following:** Pole signs are permitted subject to the sign standards contained herein provided that the signs are subject to the setbacks applicable to principal buildings for the zoning district in which they are located and shall not exceed four (4) square feet in size with a maximum height of six (6) feet.
- **Table 16.1 Sign Dimensional Standards and Regulations** is amended as follows:
 - Footnote (6) (b) is corrected to 16.12 for residential identification signs.

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

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

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

EFFECTIVE DATE: These ordinance amendments were adopted by the Genoa Charter Township Board of Trustees at the regular meeting held on _____, 2024 and ordered to be given publication in the manner required by law. This ordinance shall be effective seven days after publication.

On the question: “SHALL THIS ORDINANCE NOW PASS” the following vote was recorded:

Ayes:

Nays:

Absent:

Township Board First Reading: 08/19/24

Date of Posting of Ordinance: 08/20/24

Date of Publication of Ordinance: 08/25/24

Proposed Township Board Second Reading and Adoption: 09/16/24

Proposed Date of Publication of Ordinance Adoption: 09/22/24

Proposed Effective Date: 09/29/24

Moved by Dhaenens, supported by Lowe, to approve the Environmental Impact Assessment dated July 17, 2024 for Community Bible Church for a proposed 56-space parking lot addition.

The approval is based on the following conditions:

1. The applicant will seek ZBA approval for a 10-foot setback from Harte Drive.
2. The applicant shall add an additional four ADA parking spaces.
3. The landscaping needs to meet the requirements of a Buffer Zone C per the zoning ordinance.
4. The applicant will comply with the conditions in the engineer and fire department letters.
5. The applicant is encouraged to work with the adjacent property owner to legitimize the use of their parking lot.

The motion carried unanimously.

10. Request for approval of proposed Ordinance number Z-24-01 regarding text amendments to Article 7, Commercial and Service Districts, Table 7.02 to allow Laundromats as a special land use in the OSD District. (Roll Call)

Ms. VanMarter stated this was initiated by Township Staff and the Planning Commission to allow laundromats in the Office Service District (OSD). She noted that part of the OSD ordinance states that uses in this district can include services that serve the neighboring residents. There are concerns with this type of use, so it is being proposed to be allowed as a special use, which will require that each one to receive approval from the Township. She noted that The Livingston County Planning Commission recommended denying it because they had the same concerns as her and staff. She noted the County Planner recommended approval.

Ms. Hunt agrees allowing it as long as it requires special use approval.

Moved by Lowe, supported by Dhaenens, to approve and adopt Ordinance Z 24-01 to amend Zoning Ordinance Section 7.02 Permitted and Special Land Uses within Article 7 entitled Commercial and Service districts. **The motion carried with a roll call vote (Ledford - yes, Croft - yes, Hunt - yes, Lowe - yes, Dhaenens - yes, Skolarus - absent, and Rogers - yes).**

11. Request for the introduction of proposed Ordinance number Z-24-02 regarding text amendments to Article 16, Sign Standards involving incidental/informational Signs, pole signs, and minor revisions and to set the meeting date for considering the proposed ordinance for adoption before the Township Board on Monday, September 16, 2024.

Ms. VanMarter stated these amendments were initiated by the request for the Story Walk at the Township Hall. The current ordinance does not allow for pole signs. This amendment includes clarifications and changes that have been identified by Staff. The consideration of approval would be at the next meeting.

Supervisor Rogers agrees that the Township must comply with the ordinance the same as other applicants.

Moved by Hunt, supported by Ledford, to introduce proposed Ordinance Number Z-24-02 and to set the meeting date to consider adoption before the Township Board on Monday, September 16th, 2024 for the purpose of considering the proposed zoning ordinance text amendment to Article 16 Sign Standards. **The motion carried unanimously.**

12. Request for the introduction of proposed Ordinance number Z-24-03 regarding text amendments to Article 10, Planned Unit Development, Section 10.02.05 and 10.03.01 and to set the meeting date for considering the proposed ordinance for adoption before the Township Board on Monday, September 16, 2024.

Ms. VanMarter stated this change is for residential PUD's only. The largest part is a major change to minimum lot size without municipal water and sewer. It changes it from 1-acre lot size to $\frac{3}{4}$ of an acre. The rationale is to give the Township tools within the PUD to preserve natural and environmental features and protect adjacent residential properties. Tonight is the introduction and first reading for these amendments. They will be at the next meeting for consideration.

Ms. Hunt would not be in favor of this if it was less than $\frac{3}{4}$ of an acre. Mr. Dhaenens stated it is a win to be able to preserve open space.

Moved by Lowe, supported by Hunt, to introduce proposed ordinance number Z-24-03 and to set the meeting date to consider adoption before the Township Board on Monday, September 16th, 2024 for the purpose of considering the proposed zoning ordinance text amendment to Article 10 Planned Unit Development. **The motion carried unanimously.**

13. Request for approval to appoint Matthew Hurley as the alternate to the Zoning Board of Appeals with a term ending June 30, 2025 as recommended by the Township Supervisor.

Mr. Hurley stated he has lived in the Township for 27 years. He likes to be involved in the community and being on the Zoning Board of Appeals will be a good introduction for him. Supervisor Rogers thanked Mr. Hurley for stepping up and also for receiving the education for the ZBA position.

Moved by Dhaenens, supported by Ledford, to appoint Matthew Hurley as the alternate to the Zoning Board of Appeals for a term ending on June 30, 2025 as recommended by the Township Supervisor. **The motion carried unanimously.**

14. Consideration of a request from Cooper's Turf Management to repair and improve drainage on the north soccer field (Field 2) to address issues with standing water at a

make the correction if needed. She will also add language to limit the access to the adjacent property.

After a discussion, it was decided that the Planning Commission will require approval of the changes by the HOA before it will be recommended for approval to the Township Board.

Mr. Borden reviewed his letter dated June 25, 2024.

1. The applicant must address any comments provided by the Township Attorney or staff with respect to the amended Master Deed.
2. The applicant should provide documentation of the Association's approval in writing.
3. Sheet 5 of Exhibit B does not depict the entirety of Parcel #11-29-200-037.
4. The applicant must address any comments provided by the Township Engineer or Brighton Area Fire Authority.
5. The Fire Authority may wish to require a gate and sign at the terminus of Timber Green Court since it will only be for secondary emergency access to the withdrawal property. Ms. Riesterer stated the Brighton Area Fire Authority has approved the turning radius.

Ms. Byrne reviewed the outstanding issues from her letter dated June 28, 2024.

1. The survey plan needs the signature and seal of the professional surveyor.
2. The final plan set should include a final revision date.
3. The storm facilities within the parcels being removed from the condominium have been put in an easement. The easement should include where the culvert crosses the access road.

The Brighton Area Fire Authority Fire Marshal's letter dated June 11, 2024 states his previous concern has been addressed.

Moved by Commissioner Rauch, supported by Commissioner Rassel, to table Open Public Hear #1 for the withdrawal of Units 10, 11, and 12 of the Timber Green PUD to allow the applicant to address the issues between the HOA and the owner and the comments from the planner and engineer. **The motion carried unanimously.**

OPEN PUBLIC HEARING #2...Consideration of a Zoning Ordinance Text Amendments of Article 16 "Sign Standards" of the Zoning Ordinance.

A. Recommendation of Zoning Ordinance Amendment to Article 16 entitled "Sign Ordinance".

Ms. Ruthig stated the sign amendments are being made to be in compliance with what types of signs are currently being allowed. The current ordinance does not allow for pole signs; however, incidental and information type signs, etc. will be allowed. They have put strict height and setback requirements for these types of signs.

Commissioner Rauch asked for clarification on Section 16.02.11 on the difference between incidental / information signs and a directional sign within a commercial property. Mr. Borden

reviewed the ordinance language, stating that directional signage has its own definition and regulations in the ordinance.

The call to the public was made at 7:19 pm with no response.

Moved by Commissioner Rassel, supported by Commissioner Dhaenens, to recommend to the Township Board approval of a Zoning Ordinance Text Amendments of Article 16 “Sign Standards” of the Zoning Ordinance. **The motion carried unanimously.**

OPEN PUBLIC HEARING #3...Consideration of a Zoning Ordinance Text amendment to Article 10 of the Zoning Ordinance, entitled “Planned Unit Development”.

A. Recommendation of Zoning Ordinance Amendment to Article 10 entitled “Planned Unit Development”.

Mr. Borden stated this amendment is related to residential PUD’s. The change addresses the minimum lot size allowed for properties that do not have access to water and sewer and offers a cluster option to allow for that minimum. Ms. Ruthig stated this will allow for fewer lots, larger lots, and more protection for the wetlands.

Commissioner Rauch noted that the cluster option allows for more preservation of natural features in the Township. He is in favor of these changes.

There was a discussion regarding the utility requirements. This ordinance is more restrictive than what the Livingston County Health Department requires; however, it was noted that a PUD allows for flexibility.

The call to the public was made at 7:40 pm with no response.

Moved by Commissioner Dhaenens, supported by Commissioner Chouinard, to recommend to the Township Board approval of a Zoning Ordinance Text Amendments to Article 10 of the Zoning Ordinance, entitled “Planned Unit Development”. **The motion carried (McBain - yes; Chouinard - yes; Rauch - yes; Grajek - yes; Rassel - no; Dhaenens - yes).**

ADMINISTRATIVE BUSINESS:

Staff Report

Ms. Ruthig stated there are no new items for the August meeting.

Commissioner Action: IT WAS MOVED BY COMMISSIONER BOWDOIN TO RECOMMEND APPROVAL, SECONDED BY COMMISSIONER CALL.

Motion passed: 5-0

E. Z-26-24: GENOA CHARTER TOWNSHIP, AMENDMENTS TO ZONING ORDINANCE ARTICLE 10: PUD-QUALIFYING CONDITIONS - RESIDENTIAL PLANNED UNIT DEVELOPMENT (RPUD).

The Genoa Township Planning Commission is proposing to amend their Zoning Ordinance, Article 10, Qualifying Conditions for Residential Planned Unit Developments. They are proposing to add a Cluster Option. This allows developers who agree to preserve open space to build on smaller lot sizes. Sometimes called a density bonus, this is a common technique to preserve, unfragmented pieces of land for recreation, buffering, scenic views or other various benefits of open space.

Township Recommendation: Approval. The Genoa Charter Township Planning Commission recommended approval at the Township Public Hearing on July 8, 2024. There were no public comments.

Staff Recommendation: Approval. The proposed ordinance amendment has been thoroughly reviewed. The proposed amendments help to direct development to conserve open spaces and are appropriate and consistent with existing zoning ordinance language.

Commission Discussion: Commissioner Bowdoin asked questions about whether using wetlands in open space calculations is appropriate. Commissioner Ikle had concerns about lot size and sewer infrastructure requirements.

Public Comment: None.

Commission Action:

Commissioner Action: IT WAS MOVED BY COMMISSIONER FUNK TO RECOMMEND APPROVAL WITH CONDITIONS, WITH AMENDMENT TO THE MOTION BY COMMISSIONER IKLE, FOR TOWNSHIP TO CONSIDER ADDING A PROVISION FOR SEWER/SEPTIC INFRASTRUCTURE REQUIREMENTS WITH LOTS UNDER ONE (1) ACRE IN SIZE AND WITHOUT PUBLIC WATER AND SEWER AVAILABLE, SECONDED BY COMMISSIONER IKLE.

Motion passed: 5-0

F. Z-27-24: GENOA CHARTER TOWNSHIP, AMENDMENTS TO ZONING ORDINANCE ARTICLE 16: SIGN STANDARDS.

The Genoa Charter Township Planning Commission is proposing to amend their Zoning Ordinance, Article 16 Sign Standards. The language seeks to regulate permanent, pole-signs that are incidental or informational within a site. Examples include trail markers, restroom signs, exit and entrance signs or education plaques. Pole signs are currently prohibited. Modifying the sign ordinance to include pole-signs would bring many existing signs into compliance.

Township Recommendation: Approval. The Genoa Charter Township Planning Commission recommended approval at their July 8, 2024, Public Hearing. There were no public comments.

Staff Recommendation: Approval. The proposed ordinance amendments have been thoroughly reviewed by Staff and the Township Attorney. The proposed amendments are appropriate and reinforce the existing zoning ordinance language.

Commission Discussion: Commissioner Ikle inquired about differences between billboards and the proposed amendments.

Public Comment: None.

Commission Action:

Commissioner Action: IT WAS MOVED BY COMMISSIONER BOWDOIN TO RECOMMEND APPROVAL, SECONDED BY COMMISSIONER FUNK.

Motion passed: 5-0

G. Z-28-24: MARION TOWNSHIP, AMENDMENTS TO ZONING ORDINANCE ARTICLES – VARIOUS ZONING ORDINANCE ARTICLES PERTAINING TO MOTOR VEHICLE REPAIR FACILITIES

The Marion Township Planning Commission proposes amendments to various Township Zoning Ordinance articles pertaining to motor vehicle repair facilities.

Township Recommendation: Approval. The Marion Township Planning Commission recommended Approval of this zoning amendment at its July 23, 2024, public hearing.

Staff Recommendation: Approval With Conditions. Recommendation is Approval with Conditions, conditions being that the township permanently remove item 17.04A (D)(3) due to its ambiguous and arbitrary nature and consider all other Staff and Planning Commission recommendations prior to final approval.

Commission Discussion: Commissioner Ikle had concerns over the parking for holding areas and whether they should be paved or unpaved due to increasing impervious surfaces. Commissioner Bowdoin questioned the paving issue stating that a paved area would protect the ground from any potential contamination from leaking fuel and other motor vehicle fluids. Commissioner Bowdoin recommended that for consistency's sake, the Township should revise the definition for "Motor Vehicle Repair Facility" to add in the word "licensed" between the words "employing" and individuals" at the beginning of the definition. This also would make it consistent with 17.04A(D)(9), where it speaks about licenses and certifications.

Public Comment: None.

Commission Action:

Commissioner Action: IT WAS MOVED BY COMMISSIONER BOWDOIN TO RECOMMEND APPROVAL WITH CONDITIONS, CONDITION AS RECOMMENDED BY STAFF AND PLANNING COMMISSION DISCUSSION, SECONDED BY COMMISSIONER IKLE.

Motion passed: 5-0

H. Z-29-24: MARION TOWNSHIP, AMENDMENTS TO ZONING ORDINANCE ARTICLES – VARIOUS ZONING ORDINANCE ARTICLES PERTAINING TO FAMILY CHILD CARE HOMES AND GROUP CHILD CARE HOMES.

The Marion Township Planning Commission proposes amendments to various Township Zoning Ordinance articles pertaining to family child care homes and group child care homes.

Township Recommendation: Approval. The Marion Township Planning Commission recommended Approval of this zoning amendment at its July 23, 2024, public hearing.

Staff Recommendation: Approval. The proposed amendments are suitable, reasonable and appear to be consistent and compliant with PA 106 of 2022 and PA 110 of 2006.

Commission Discussion: None.

Public Comment: None.



Livingston County Department of Planning

MEMORANDUM

TO: Livingston County Planning Commission and the Genoa Township Board of Trustees

FROM: Martha Haglund, Principal Planner

DATE: August 13, 2024

SUBJECT: **Z-27-24. Amendment to Article 16: Sign Standards**

Scott Barb
AICP, PEM
Director

Robert A. Stanford
AICP
Principal Planner

Martha Haglund
AICP Candidate
Principal Planner

The Genoa Township Planning Commission is proposing to amend their Zoning Ordinance, Article 16 Sign Standards. The language seeks to regulate permanent, pole-signs that are incidental or informational within a site. Examples include trail markers, restroom signs, exit and entrance signs or education plaques. Pole signs are currently prohibited. Modifying the sign ordinance to include pole-signs would bring many existing signs into compliance.

Staff has reviewed the proposed amendments for accuracy and compatibility with the existing ordinance language and offers the following summary for your review. Staff comments are written in *italics* with additions and changes to the Ordinance written in red.

ARTICLE 16 SIGN STANDARDS

Sec. 16.02 DEFINITIONS

16.02.11 **Incidental/Informational sign:** a permanent sign which is incidental, accessory and subordinate to a permitted use which is located upon the building site on which said sign is erected or maintained and is intended to provide ~~only noncommercial,~~ site-specific pedestrian, environmental, educational or interpretive information. Examples include but are not limited to a building entrance/exit sign, open/closed sign, days/hours of operation sign, restroom sign, establishment affiliation signs, trail marker, educational plaques and gas station pump island signs. (as amended 11/02/20 and _____)

Department Information

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

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

Web Site
www.milivcounty.gov/planning

Staff Comments: *Staff has confirmed that the Township has reviewed the proposed amendments with their Township Attorney and ensured that the definition and the following proposed changes do not conflict with Reed v. Town of Gilbert, 576 U.S. 155 (2015).*

The Reed v. Town of Gilbert case stipulated that signs cannot be regulated according to content. Generally, if one must read the sign to regulate it, the sign is considered content based and unconstitutional. Standards that can be regulated include location, size & height, type of structure, use of materials, maximum number, lighting, fixed vs. changing message, moving parts, portability, advertising for one-time event and on-premises vs. off-premise.



Staff Comments continued: *However, City of Austin Texas v Reagan National Advertising of Austin LLC, 596 U.S. 161 (2022) tempered the read-the-sign test set by Reed. In which, the distinction between on-premises signs and off premise signs in the city of Austin's sign code is facially content neutral. Evaluating speech to categorically determine its location (on-premises vs. off premise) is considered content neutral.*

The Township Attorney has reviewed the proposed ordinance amendments applying Reed v Town of Gilbert as refined by City of Austin v Reagan and have determined the amendments are appropriate.

- 16.02.12 **Monument sign:** a three-dimensional, self-supporting, solid base-mounted freestanding sign placed in the ground surface such that the entire bottom of the sign is affixed to the ground and is not supported by poles, columns or uprights, consisting of sides extending up from the base, and upon which a message, business, establishment, group of businesses or center name is affixed. (as amended 11/02/20)
- 16.02.13 **Moving Sign:** a sign in which the sign itself or any portion of the sign moves or revolves. A "rotating sign" is a type of moving sign. Such motion does not refer to the method of changing the message on the sign.
- 16.02.14 **Nit:** a unit of illuminative brightness equal to one (1) candela per square meter (cd/m²), measured perpendicular to the rays of the source. (as amended 12/17/10)
- 16.02.15 **Parking lot signs:** A sign which is typically a pole sign and regulates vehicle traffic within a permitted parking lot and includes information of a general directive or informational nature such as no parking, handicapped parking, and loading area. (as amended 11/02/20 and _____)

16.03.02 **Exempt Signs.** The following signs are specifically exempt from obtaining a sign permit but shall be required to comply with all other requirements of this ordinance:

(g) **Warning signs:** such as no trespassing, warning of electrical currents or animals provided that such signs do not exceed six (6) square feet. Warning signs shall be allowed within the required setback area provided such signs are not placed within the public street right-of-way and do not obstruct visibility. (as amended 3/5/10 and 11/02/20)

(h) **Incidental/Informational signs:** Incidental/informational signs are permitted within the non-residential districts, but are subject to the setbacks applicable to principal buildings for the zoning district and shall not exceed four (~~two~~(24) square feet in size with a maximum height of six (6) feet. (as amended 11/02/20 and _____)

Staff Comments: *For reference the Township measures height from the average grade to the top of the sign.*

16.06.02 **Sign height:** The height of the sign shall be measured from the average grade to the uppermost point of the sign. Average grade shall be measured fifty (50) feet along the frontage from both sides of the sign. Placing a sign on top of a berm is permitted only if the berm is long enough to meet the average grade requirement and landscaping is provided on the berm.



Staff Comments: *Incidental/informational signs are exempt from obtaining a permit from the Township. Pole signs are subject to the setback requirements of the zoning district, a maximum size of 4 square feet and a height of 6 feet. These requirements are appropriate and consistent with construction standards for signs such as: restroom signage, trail markers or interpretive signs. Additionally, surrounding townships have similar standards for signs four square feet or less.*

Sec. 16.04 **PROHIBITED SIGNS**

The following signs shall be prohibited in any district in the Township:

~~16.04.04 Pole signs.~~ Pole signs shall be prohibited.

16.04.14 **Vacant land.** Signs on vacant land shall be prohibited except for temporary signs as provided in Section 16.032.023(f). (as amended 11/02/20)

Staff Comments: *For reference, the township definition of a Poles Sign is below, they are not proposing any changes to the definition.*

16.02.16 **Pole sign:** a sign supported on the ground by a pole or poles, the sole purpose of which pole or poles is to hold the sign. (as amended 11/02/20)

Sec. 16.07 **SPECIFIC SIGN STANDARDS**

The number, display area and height of signs within the various zoning districts are provided in table 16.1 and its accompanying set of footnotes. Some additional standards for specific types of signs are given below:

16.07.06 **Incidental/Informational signs:** Incidental/informational signs are permitted within the nonresidential districts, but are subject to the setbacks applicable to principal buildings for the zoning district and shall not exceed four (4) square feet in size with a maximum height of six (6) feet. (as amended _____)

16.07.076 **Menu board:** Up to two (2) menu board signs shall be permitted per drive-through order lane. Each menu board shall be a maximum of twenty (20) square feet. Menu board sign(s) shall not be located in the front yard. (as amended 12/17/10 and 11/02/20)

16.07.087 **Monument signs:** A minimum setback of ten (10) feet shall be provided from the right-of way, when located to ensure adequate sight distance for motorists. Dimensional standards for monument signs are given in table 16.1.

16.07.098 **Municipal and non-profit organization signs:** Local government, church, school, museum, library, public park or other non-profit institution permanent wall and/or monument signs shall comply with the standards provided for the Neighborhood Services District in table 16.1 (as amended 12/17/10 and 11/02/20)



Z-27-24: Genoa Township
Amendment to Article 16: Sign Standards

- 16.07.1009 **Pole signs.** Pole signs are permitted subject to the sign standards contained herein provided that the signs are subject to the setbacks applicable to principal buildings for the zoning district in which they are located and shall not exceed four (4) square feet in size with a maximum height of six (6) feet. (as amended _____)
- 16.07.11 **Rental office directional signs:** Up to two (2) signs identifying or directing motorists to a rental or management office in a multiple family development, provided that such signs are a maximum of four (4) feet in height, are setback a minimum of fifteen (15) feet from any property line or public right-of-way, and do not exceed three (3) square feet in area. (as amended 11/02/20)
- 16.07.120 **Residential community or development identification signs:** One permanent sign per driveway which does not exceed thirty-six (36) square feet in area and a maximum height of six (6) feet identifying developments such as a college, a subdivision, an apartment complex, condominium communities, senior housing complexes, mobile home parks and similar uses. (as amended 11/02/20)
- 16.07.134 **Wall signs:** Signs shall not project beyond or overhang the wall or any permanent architectural feature by more than one (1) foot and shall not project above the roof or parapet. (as amended 12/17/10)
- 16.07.142 **Window signs:** Window signs shall be permitted to occupy no more than twenty five (25%) of the window area on which they are displayed except as provided for in 16.07.02(d). The window area is calculated as the glazing area of the surface of the window, including windowpane dividers such as grilles, muntins, grids, mullions or similar. In no case shall any individual window sign be more than two hundred (200) square feet and the combined area of all window signs shall not exceed five hundred (500) square feet. (as amended 12/17/10 and 11/02/20)

Footnotes to Table 16.1:

- 6) Refer to Section 16.07.1209 for residential identification signs.
-

TOWNSHIP PLANNING COMMISSION RECOMMENDATION: APPROVAL. The Genoa Township Planning Commission recommended approval at their July 8, 2024, Public Hearing. There were no public comments.

RECOMMENDATION: APPROVAL. The proposed ordinance amendments have been thoroughly reviewed by Staff and the Township Attorney. The proposed amendments are appropriate and reinforce the existing zoning ordinance language.

**ARTICLE 16
SIGN STANDARDS**

Sec. 16.01 STATEMENT OF PURPOSE

The purpose of this article is to regulate signs and outdoor advertising within Genoa Township to protect public safety, health and welfare; minimize abundance and size of signs to reduce motorist distraction and loss of sight distance; promote public convenience; preserve property values; support and complement objectives of the Township Master Plan and this Zoning Ordinance; and enhance the aesthetic appearance within the Township. The standards contained herein are intended to be content neutral. These objectives are accomplished by establishing the minimum amount of regulations necessary concerning the size, placement, construction, illumination and other aspects of signs in the Township in order to:

- 16.01.01 Recognize that the proliferation of signs is unduly distracting to motorists and pedestrians, creates a traffic hazard, and reduces the effectiveness of signs needed to direct and warn the public. Too many signs can overwhelm the senses, impair sightlines and vistas, create confusion, reduce desired uniform traffic flow, create potential for accidents, affect the tranquility of residential areas, impair aesthetics and degrade the quality of a community. (as amended 11/02/20)
- 16.01.02 Prevent signs that are potentially dangerous to the public due to structural deficiencies or disrepair.
- 16.01.03 Eliminate potential conflicts with traffic control signs, which could create confusion and hazardous consequences. (as amended 11/02/20)
- 16.01.04 Enable the public to locate goods, services and facilities without excessive difficulty and confusion by restricting the number and placement of signs.
- 16.01.05 Prevent placement of signs which will conceal or obscure signs of adjacent uses.
- 16.01.06 Protect the public right to receive messages such as religious, political, economic, social, philosophical and other types of information protected by the First Amendment of the U.S. Constitution. (as amended 11/02/20)
- 16.01.07 Protect the individual user's rights to convey a message balanced against the public's right to be free of signs which unreasonably compete with one another, distract drivers and pedestrians, and create safety concerns and confusion. This ordinance is intended to balance the individual user's desire to attract attention with the citizen's right to be free of unreasonable distractions. (as amended 11/02/20)
- 16.01.08 Prevent signs which unduly distract motorists and residents because of the periodic changing of the message on such signs pose a greater risk to the Township's interest in traffic safety and aesthetics. (as amended 11/02/20)
- 16.01.09 Maintain and improve the image of the Township by encouraging signs of consistent size which are compatible with and complementary to related buildings and uses, and harmonious with their surroundings.
- 16.01.10 Prohibit portable signs in recognition of their significant negative impact on traffic safety and community aesthetics. (as amended 11/02/08)

16.01.11 Regulate the light emitted by signs to protect the Township's natural, existing, and desired dark skies. (as amended 11/02/20)

Sec. 16.02 **DEFINITIONS**

16.02.01 **Awning Sign:** a sign that is mounted, painted, or otherwise applied on or attached to an awning or other fabric, plastic, or protective cover that projects no more than six (6) feet over a door, entrance, or window of a building that is wholly supported by the building to which it is attached. A canopy is not an awning. (as amended 11/02/20)

16.02.02 **Business center:** a grouping of two or more establishments on one or more parcels of property which may share parking and access and are linked architecturally or otherwise present the appearance of a unified grouping of establishments. A business center shall be considered one use for the purposes of determining the maximum number of monument signs. A vehicle dealership shall be considered a business center regardless of the number or type of models or makes available, however, used vehicle sales shall be considered a separate use in determining the maximum number of signs, provided that the used sales section of the lot includes at least twenty-five percent (25%) of the available sales area. (as amended 11/02/20)

16.02.03 **Banner:** a temporary sign made of fabric, plastic or other non-rigid material sign without enclosing structural framework. (as amended 11/02/20)

16.02.04 **Establishment affiliation signs:** signs not exceeding a total of two (2) square feet per establishment indicating acceptance of credit cards or describing affiliations and are attached to a permitted sign, exterior wall, building entrance or window. (as amended 11/02/20)

16.02.05 **Canopy sign:** a wall sign that is mounted, painted, attached to or otherwise applied on the roof, fascia, soffit or ceiling of a rigid metal or similar structural protective cover which is permanently attached to and projects from the building. Awnings and shelters above a fuel service island are not a canopy. (as amended 11/02/20)

16.02.06 **Changeable message sign, manual:** a reader board attached to a sign or the exterior of a wall where copy is changed manually.

16.02.07 **Directional sign:** a sign that which assists motorists in determining the flow of pedestrian or vehicular traffic such as enter, exit, crosswalk and one-way signs. (as amended 11/02/20)

16.02.08 **Electronic Message Sign (EMS):** a sign or portion of a sign, that displays an electronic image or video, which may or may not include text, including any sign or portion of a sign that uses changing lights or similar forms of electronic display such as LED to form a sign message with text and or images wherein the sequence of messages and the rate of change is electronically programmed and can be modified by electronic processes. This definition includes without limitation television screens, plasma screens, digital screens, flat screens, LED displays, video boards, and holographic displays. (as amended 11/02/20)

16.02.09 **Gas station pump island signs:** A sign affixed to or mounted on a fuel pump. (as amended 11/02/20)

16.02.10 **Menu board:** a sign located at a drive-through food service order lane. (as amended 12/17/10)

- 16.02.11 **Incidental/Informational sign:** a permanent sign which is incidental, accessory and subordinate to a permitted use which is located upon the building site on which said sign is erected or maintained and is intended to provide only noncommercial, site-specific pedestrian, environmental, educational or interpretive information. Examples include but are not limited to a building entrance/exit sign, open/closed sign, days/hours of operation sign, restroom sign, establishment affiliation signs, trail marker, educational plaques -and gas station pump island signs. (as amended 11/02/20 and)
- 16.02.12 **Monument sign:** a three-dimensional, self-supporting, solid base-mounted freestanding sign placed in the ground surface such that the entire bottom of the sign is affixed to the ground and is not supported by poles, columns or uprights, consisting of sides extending up from the base, and upon which a message, business, establishment, group of businesses or center name is affixed. (as amended 11/02/20)
- 16.02.13 **Moving Sign:** a sign in which the sign itself or any portion of the sign moves or revolves. A “rotating sign” is a type of moving sign. Such motion does not refer to the method of changing the message on the sign.
- 16.02.14 **Nit:** a unit of illuminative brightness equal to one (1) candela per square meter (cd/m²), measured perpendicular to the rays of the source. (as amended 12/17/10)
- 16.02.15 **Parking lot signs:** A sign which is typically a pole sign and regulates vehicle traffic within a permitted parking lot and includes information of a general directive or informational nature such as no parking, handicapped parking, and loading area. (as amended 11/02/20 and)
- 16.02.16 **Pole sign:** a sign supported on the ground by a pole or poles, the sole purpose of which pole or poles is to hold the sign. (as amended 11/02/20)
- 16.02.17 **Portable sign:** a freestanding sign designed to be moved from place to place, whether or not it is permanently attached to the ground or structure. This includes hot-air and gas filled balloons, pennants, streamers, festoons, ribbons, tinsel, pinwheels, flags and searchlights. (as amended 11/02/20)
- 16.02.18 **Projecting sign:** a sign, other than a wall sign, that is affixed to any building or wall and whose leading edge extends more than twelve (12) inches beyond such building or wall.
- 16.02.19 **Roof sign:** a sign that is located above the top of the wall of a flat roof building, above the eave on a pitched roof building or above the deck line of a mansard roofed building.
- 16.02.20 **Sign:** any device, structure, fixture, figure, banner, pennant, flag, balloon, poster, handbill, flyer, painting, streamer, placard, or similar object consisting of written copy, symbols, logos and/or graphics, designed for the purpose of identifying or bringing attention to an establishment, product, goods, services or other message to the general public. This definition of sign shall not include:
- (a) Legal notices, including but not limited to signs required for proposed zoning changes or variance requests.
 - (b) Decorative displays in connection with a recognized holiday, provided that the display doesn’t exceed 75 days.

(c) Signs required by law (e.g. fire, traffic code).

(d) Flags of any country, state, municipality, university, college or school.
(as amended 11/02/20)

16.02.21 **Temporary sign:** A sign that refers to an occurrence, happening, activity or series of activities, specific to an identifiable time and place or appears to be intended to be displayed for a limited period of time which is not intended to be lasting and is not constructed from an enduring material such as masonry and metal which remains unchanged in position, character, and condition (beyond normal wear), and is not permanently affixed to the ground, wall or building. Examples include but are not limited to posters, banners, a-frame/sandwich board and corrugated plastic/yard type signs. (as amended 11/02/20)

16.02.22 **Vehicle Sign:** A sign consisting of written copy, symbols, logos and/or graphics measuring more than ten (10) square feet in size attached to, mounted, pasted, painted, or drawn on any vehicle, whether motorized or drawn, that is placed, parked, or maintained on a parcel and is visible from the public right of way. (as amended 11/02/20)

16.02.23 **Wall sign:** a sign attached parallel to and extending not more than twelve (12) inches from the wall of the building. Painted signs, signs which consist of individual letters, cabinet signs, and signs mounted on the face of a mansard roof shall be considered wall signs.

16.02.24 **Window sign:** signs which are affixed to an inside surface of a window or are positioned within two (2) feet of the inside of a window so that they are visible from the outside. (as amended 11/02/20)

Sec. 16.03 **APPLICATION OF STANDARDS**

16.03.01 **Requirement for Permit.** Except as expressly provided herein, it is unlawful for any person to erect, re-erect, alter or relocate any sign without obtaining a permit from the Zoning Administrator and paying the applicable permit fee. (as amended 11/02/20)

16.03.02 **Exempt Signs.** The following signs are specifically exempt from obtaining a sign permit but shall be required to comply with all other requirements of this ordinance:

(a) **Historical marker:** plaques or signs describing state or national designation as an historic site or structure and/or containing narrative, not exceeding twelve (12) square feet in area.

(b) **Integral signs:** names of buildings, dates of erection, monumental citations, commemorative tablets when carved into stone, concrete or similar material or made of bronze, aluminum or other noncombustible material and made an integral part of the structure and not exceeding twenty-five (25) square feet in area.

(c) **Parking lot signs:** A sign which regulates vehicle traffic within a permitted parking lot and includes information of a general directive or informational nature such as no parking, handicapped parking, and loading area; and does not exceed a maximum of six (6) feet in height and four (4) square feet in area. (as amended 11/02/20)

(d) **Regulatory, directional and street signs:** erected and maintained by a public agency with the purpose of directing, managing or regulating traffic in compliance with Michigan Manual of Uniform Traffic Control Devices Manual. Such signs include, but are not

limited to, street signs, traffic signals, traffic safety signs, speed limit signs, Township gateway/entry signs, neighborhood identification signs and directional signs. Regulatory, directional and street signs shall be allowed within the public street right-of-way provided such signs are not placed in a manner that obstructs visibility. (as amended 3/5/10 and 11/02/20)

- (e) **Street address signs (street numbers).** Street address signs shall be allowed within the public street right-of-way provided such signs are not placed in a manner that obstructs visibility. (as amended 3/5/10 and 11/02/20)
- (f) **Temporary signs:** Temporary signs shall be allowed subject to the following:
 - (1) All temporary signs shall be setback a minimum of ten (10) feet from the back of curb for curbed roadways and ten (10) feet from the edge or gravel or gravel shoulder for uncurbed or gravel roadways;
 - (2) Temporary signs shall not be located within the twenty-five (25) feet clear vision area as provided in Section 16.06.03(b);
 - (3) Prior to the erection or placement of a temporary sign, the permission of the property owner where the sign is to be located must be secured;
 - (4) Temporary signs shall not be illuminated.
 - (5) All temporary signs must be made of durable water resistant materials and shall be well maintained. Frayed, torn, broken or illegible signs will be deemed unmaintained and required to be removed.
 - (6) The dimensional standards and regulations applicable to temporary signs are as follows:

| Within Agricultural Districts, Residential Districts, RPUD, Residential in MUPUD and Neighborhood Street Frontage in TCOD: | | | | |
|---|---|-------------|---------------|-----------------------------------|
| Type | Number | Area | Height | Duration |
| Temporary Sign(s) | Not more than five (5) per lot provided there is a minimum separation distance of ten (10) feet between any other temporary sign. | 6 sq. ft. | 4 ft. | No more than 45 consecutive days. |
| Extra Temp. Sign(s) | Not more than two (2) per lot provided there is a minimum separation distance of ten (10) feet between any other temporary sign. | 32 sq. ft. | 6 ft. | No more than 45 consecutive days. |

| Within Nonresidential Districts, NRPUD, RDPUD, ICPUD, CAPUD, Nonresidential in MUPUD and Grand River, Dorr Road, and Town Center Street Frontage in TCOB: | | | | |
|--|--|-------------|---------------|--|
| Type | Number | Area | Height | Duration |
| Temporary Sign(s) | One (1) sign per lot with one (1) additional sign allowed for each one-hundred (100) linear feet of frontage in excess of the minimum lot width required in the zoning district subject to a minimum separation distance of one hundred (100) feet between any other temporary sign. | 6 sq. ft. | 4 ft. | No more than 45 consecutive days per year. |
| Extra Temp. Sign(s) | Not more than two (2) per lot provided there is a minimum separation distance of one-hundred (100) feet between any other temporary sign. | 32 sq. ft. | 6 ft. | No more than 45 consecutive days per year. |

(as amended 11/02/20)

- (g) **Warning signs:** such as no trespassing, warning of electrical currents or animals provided that such signs do not exceed six (6) square feet. Warning signs shall be allowed within the required setback area provided such signs are not placed within the public street right-of-way and do not obstruct visibility. (as amended 3/5/10 and 11/02/20)
- (h) **Incidental/Informational signs:** Incidental/informational signs are permitted within the non-residential districts, but are subject to the setbacks applicable to principal buildings for the zoning district and shall not exceed four-(two (24)) square feet in size with a maximum height of six (6) feet. (as amended 11/02/20 and)

Sec. 16.04 PROHIBITED SIGNS

The following signs shall be prohibited in any district in the Township:

- 16.04.01 **Vehicle signs.** A vehicle sign may only be parked or placed when located in compliance with the setbacks applicable to principle buildings only when it is determined that there are no other options for placement on the premises and that the vehicle is located in the least visible location as seen from the public road right of way. (as amended 11/02/20)
- 16.04.02 **String/Rope lights.** Exterior string and/or rope lights shall be prohibited, other than holiday decorations which comply with Section 16.02.20(b). (as amended 11/02/20)
- 16.04.03 **Signs in right-of-way.** With the exception of signs placed by the Michigan Department of Transportation or Livingston County Road Commission, non-regulatory signs placed in any public right-of-way, including those attached to a utility pole or affixed to a tree shall be prohibited. No sign in any zoning district shall be erected or placed in the public right-of-way except for the regulatory, directional, and street signs erected by a public agency, street address signs, and temporary signs as expressly authorized by Section 16.03.02(d), 16.03.02(e) and 16.03.02(f) of this Ordinance. The Township retains the right to remove any signs found to be in violation of this section. (as amended 12/17/10 and 11/02/20)

~~16.04.04 Pole signs. Pole signs shall be prohibited.~~

16.04.04~~5~~ **Portable signs.** Portable signs shall be prohibited except a permit may be issued to allow an establishment to use a portable sign only one time and after it has opened at the location or have new owners for a period not to exceed fourteen (14) days subject to the setbacks in Section 16.06.03. (as amended 11/02/20)

16.04.05~~6~~ **Roof signs.** Roof signs shall be prohibited.

16.04.06~~7~~ **Moving.** Signs having moving members, or parts or emitting a sound shall be prohibited.

16.04.07~~8~~ **Lights.** Signs using high intensity lights or flashing lights, spinners or animated devices; neon signs in agricultural or residential districts shall be prohibited.

16.04.08~~9~~ **Obstruct vision.** Signs that obstruct vision or impair the vision of motorists or non-motorized travelers at any intersection, driveway, within a parking lot or loading area shall be prohibited. No sign in any zoning district shall be erected or placed in the public right-of-way except as may otherwise be expressly authorized by this Ordinance. The Township retains the right to remove any signs found to be in violation of this section. (as amended 12/17/10)

16.04.09~~10~~ **Emergency or traffic.** Signs that simulate or could in any way be confused with the lighting of emergency vehicles or traffic signals shall be prohibited.

16.04.10~~11~~ **On Towers.** Any type of signage including logos shall not be permitted on a public or private radio, television, cellular phone, or water towers with the exception of the name of the municipality, or the name of the person or entity that conveyed the property or granted an easement to the Township or the Utility Authority upon which the tower is located. (as amended 11/02/20)

16.04.11~~12~~ **Costumed people.** Any person dressed with a business logo or as a representation of a business or establishment logo/mascot for the purpose of drawing attention and advertising that business or establishment. (as amended 12/31/06 and 11/02/20)

16.04.12~~3~~ **Exceeding size limits.** Any sign that exceeds the height or area limits of this article shall be prohibited. (as amended 3/5/10)

16.04.13~~14~~ **Vacant land.** Signs on vacant land shall be prohibited except for temporary signs as provided in Section ~~16.032.023~~(f). (as amended 11/02/20)

Sec. 16.05 **REQUIRED ADDRESS SIGN**

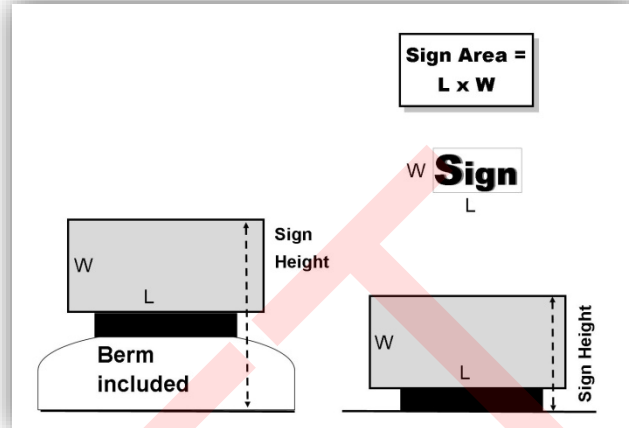
All residences and non-residential buildings shall have an address sign which is clearly visible from the adjacent street and shall comply with the requirements of the Fire Authority if applicable. (as amended 11/02/20)

Sec. 16.06 **GENERAL STANDARDS FOR PERMITTED SIGNS**

Signs may be permitted subject to the requirements of this section; provided that no such sign shall be erected or altered until a permit has been issued unless otherwise provided for in section 16.03.02.

16.06.01 **Measurement of sign area:**

(a) The area for signs shall be measured by calculating the square footage of the sign face, measured by enclosing the most protruding points or edges of a sign within a parallelogram or rectangle including any frame. On a monument sign, a decorative masonry base shall not be included in the sign area measurement.



(b) Where a sign has two or more faces, the area of only the larger face shall be considered when calculating maximum size, provided all faces are part of the same structure, back-to-back, contain the same message and are separated by no more than two (2) feet.

(c) The wall sign area square footage shall be determined by enclosing the portion of the wall which contains a message, lettering, symbol and/or logo within a parallelogram or rectangle. Signs placed on awnings and canopies shall also be counted towards the allowable wall sign area. (as amended 11/02/20)

16.06.02 **Sign height:** The height of the sign shall be measured from the average grade to the uppermost point of the sign. Average grade shall be measured fifty (50) feet along the frontage from both sides of the sign. Placing a sign on top of a berm is permitted only if the berm is long enough to meet the average grade requirement and landscaping is provided on the berm.

16.06.03 **Sign setbacks:**

(a) All signs, unless otherwise provided for, shall be setback a minimum of ten (10) feet from any public street right-of-way or property line. This distance shall be measured from the nearest edge of the sign, measured at a vertical line perpendicular to the ground to the right-of-way.

(b) In order to ensure adequate sight distance for motorists, bicyclists and pedestrians, a minimum clear vision area shall be maintained within a triangular area measured twenty-five (25) feet back from intersections of public and/or private road right-of-way lines. Greater clear vision areas may be required by the Michigan Department of Transportation or the Livingston County Road Commission in particular areas. Furthermore, signs shall not be permitted where they obstruct motorist vision of regulatory signs, traffic control devices or street signs. (as amended 11/02/20)

16.06.04 **Sign materials:** as permitted in the various zoning districts, signs shall be designed to be compatible with the character of building materials and landscaping to promote an overall

unified and aesthetic effect in accordance with the standards set forth herein. Signs shall not be constructed from materials that are remnants or manufactured for a different purpose.

16.06.05 **Illumination:** Sign illumination shall comply with all of the following requirements:

- (a) Signs shall be illuminated only by steady, stationary shielded light sources directed solely at the sign, or internal to it.
- (b) Use of glaring undiffused lights or bulbs shall be prohibited. Lights shall be shaded so as not to project onto adjoining properties or thoroughfares.
- (c) Sign illumination that could distract motorists or otherwise create a traffic hazard shall be prohibited.
- (d) Illumination by bare bulbs or flames is prohibited.
- (e) Underground wiring shall be required for all illuminated signs not attached to a building.
- (f) Electronic message signs may be permitted subject to Section 16.07.03. (as amended 12/17/10 and 11/02/20)

16.06.06 **Construction and maintenance:** Every sign shall be constructed and maintained in a manner consistent with the building code provisions and maintained in good structural condition at all times. All signs shall be kept neatly painted, stained, sealed or preserved including all metal parts and supports.

16.06.07 **Sign safety:** All signs erected, constructed, reconstructed, altered or moved shall be constructed in such a manner and of such materials so that they shall be able to withstand wind pressure of at least twenty (20) pounds per square foot. All signs, including any cables, guy wires or supports shall have a minimum clearance of four (4) feet from any electric fixture, street light or other public utility pole or standard.

Sec. 16.07 **SPECIFIC SIGN STANDARDS**

The number, display area and height of signs within the various zoning districts are provided in table 16.1 and its accompanying set of footnotes. Some additional standards for specific types of signs are given below:

16.07.01 **Awning signs:** Awning signs shall be fully adhered to the face of the awning which may project a maximum of six (6) feet from the edge of the building, measured horizontally parallel to the ground. Any sign area on the awning shall be included in calculations of maximum wall sign square footage. (as amended 11/02/20)

16.07.02 **Canopy signs:** Canopy signs shall not project vertically above or below the front fascia of the canopy by more than eighteen (18) inches and shall not project beyond or overhang the fascia horizontally by more than one (1) foot. Canopy signs shall not project above the roof or parapet of the building and conduit, raceways and wiring shall not be exposed. Any sign area on the canopy shall be included in calculations of maximum wall sign square footage. (as amended 12/31/06 and 11/02/20)

16.07.03 **Changeable message signs:** Changeable message signs shall be permitted on any non-residential sign, subject to the following regulations:

(a) Only one changeable message sign shall be permitted per establishment. Changeable message signs shall only be part of one of the following types of conforming signs and shall be subject to the area, height, and placement requirements for that sign:

- (1) A monument sign; or
- (2) A window sign.

(b) Changeable message signs may not be added to a nonconforming sign.

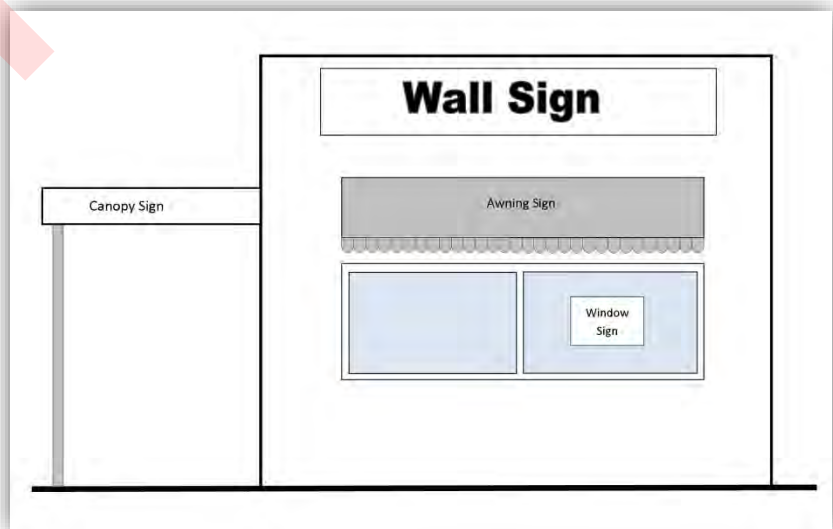
(c) The changeable message portion of a monument sign shall not exceed one-third (1/3) of the sign area and the remainder of the sign shall be of a permanent character.

(d) Changeable message signs affixed or hung in a window shall be limited to one (1) per establishment or two (2) for establishments in corner units or lots and shall be a maximum of two (2) square feet in area. (as amended 11/02/20)

(as amended 11/02/20)

16.07.04 **Electronic Message Sign (EMS):** Electronic message signs shall meet all of the requirements for changeable message signs in Section 16.07.02 above, in addition to following requirements below:

(a) Electronic message signs shall not exceed the following illuminative brightness:



| Time of Day | Brightness | |
|-------------|--|--|
| | Within 300 feet of residential district or use | At least 300 feet from residential district or use |
| Night time | 300 nits (cd/m ²) | 500 nits (cd/m ²) |
| Day time | 3,500 nits (cd/m ²) | 5,000 nits (cd/m ²) |

- (b) The message on an electronic message sign may change a maximum of four (4) times per hour, except for time or temperature displays. At all other times the sign message and background must remain constant. If the sign is within 300 feet of a residential use or zoning district, the message shall remain static from dusk until dawn.
- (c) The lettering and/or message components being displayed at any given time shall not change, flash or fade to another color. The electronic message sign shall have a default design that will freeze the sign in a dark or blank position if a malfunction occurs. (as amended 11/02/20)
- (d) Electronic message signs shall not contain any moving, blinking, flashing, scrolling or animated parts nor have the appearance of having any movement or animation. Only static messages shall be displayed.
- (e) Electronic message signs shall be located with a minimum separation distance of one hundred fifty (150) feet from any other electronic message sign.
- (f) Electronic message signs shall only be permitted in non-residential zoning districts. (as amended 12/17/10)
- (g) A non-glare panel or equivalent to substantially reduce glare shall be installed to cover the electronic message sign display. (as amended 11/02/20)
- (h) All permitted electronic message signs shall be equipped with a sensor or other device that automatically determines the ambient illumination and is programmed to automatically dim according to ambient light conditions. (as amended 11/02/20)
- (i) A written certification from a sign manufacturer or other approved testing agency that the light intensity has been preset to conform to the brightness and display standards established herein and that the preset levels are protected from end user manipulation by password protected software or other method. (as amended 11/02/20)
- (j) The owner or controller of any electronic message sign must adjust the sign to meet the brightness standards established herein and that any necessary adjustments must be made immediately upon notice of non-compliance from the Township. (as amended 11/02/20)

16.07.05 **Directional signs:** No more than one (1) directional sign shall be permitted per approved driveway, with a maximum sign area of four (4) square feet per sign, and a maximum height of three (3) feet. Any area of a directional sign that includes an establishments name, symbol or logo shall be calculated as part of the allowable monument sign square footage, as specified in table 16.1. (as amended 11/02/20)

16.07.06 **Incidental/Informational signs:** Incidental/informational signs are permitted within the non-residential districts, but are subject to the setbacks applicable to principal buildings for the zoning district and shall not exceed four (4) square feet in size with a maximum height of six (6) feet. (as amended _____)

- 16.07.07~~6~~ **Menu board:** Up to two (2) menu board signs shall be permitted per drive-through order lane. Each menu board shall be a maximum of twenty (20) square feet. Menu board sign(s) shall not be located in the front yard. (as amended 12/17/10 and 11/02/20)
- 16.07.08~~7~~ **Monument signs:** A minimum setback of ten (10) feet shall be provided from the right-of-way, when located to ensure adequate sight distance for motorists. Dimensional standards for monument signs are given in table 16.1.
- 16.07.09~~8~~ **Municipal and non-profit organization signs:** Local government, church, school, museum, library, public park or other non-profit institution permanent wall and/or monument signs shall comply with the standards provided for the Neighborhood Services District in table 16.1 (as amended 12/17/10 and 11/02/20)
- 16.07.10~~09~~ **Pole signs.** Pole signs are permitted subject to the sign standards contained herein provided that the signs are subject to the setbacks applicable to principal buildings for the zoning district in which they are located and shall not exceed four (4) square feet in size with a maximum height of six (6) feet. (as amended _____)
- 16.07.11 **Rental office directional signs:** Up to two (2) signs identifying or directing motorists to a rental or management office in a multiple family development, provided that such signs are a maximum of four (4) feet in height, are setback a minimum of fifteen (15) feet from any property line or public right-of-way, and do not exceed three (3) square feet in area. (as amended 11/02/20)
- 16.07.12~~0~~ **Residential community or development identification signs:** One permanent sign per driveway which does not exceed thirty-six (36) square feet in area and a maximum height of six (6) feet identifying developments such as a college, a subdivision, an apartment complex, condominium communities, senior housing complexes, mobile home parks and similar uses. (as amended 11/02/20)
- 16.07. 13~~1~~ **Wall signs:** Signs shall not project beyond or overhang the wall or any permanent architectural feature by more than one (1) foot and shall not project above the roof or parapet. (as amended 12/17/10)
- 16.07. 14~~2~~ **Window signs:** Window signs shall be permitted to occupy no more than twenty-five (25%) of the window area on which they are displayed except as provided for in 16.07.02(d). The window area is calculated as the glazing area of the surface of the window, including windowpane dividers such as grilles, muntins, grids, mullions or similar. In no case shall any individual window sign be more than two hundred (200) square feet and the combined area of all window signs shall not exceed five hundred (500) square feet. (as amended 12/17/10 and 11/02/20)

Table 16.1 Sign Dimensional Standards and Regulations

GENOA TOWNSHIP ZONING ORDINANCE

| DISTRICT (7) | WALL SIGN | | MONUMENT SIGN | | |
|---|----------------------------------|------------------------------------|----------------------------------|------------------------------|-------------|
| | MAX. NO. OF SIGNS ⁽¹⁾ | MAX SIZE | MAX. NO. OF SIGNS ⁽³⁾ | MAX. SIZE ^(3,4,5) | MAX. HEIGHT |
| Agricultural Districts | 1 | 10 sq. ft. | 1 | 10 sq. ft. | 6 ft. |
| Single Family Residential (6) | N/A | N/A | (See Exempt Signs) | | |
| Multiple Family Residential | N/A | N/A | (See Exempt Signs) | | |
| Manufactured Home District | N/A | N/A | (See Exempt Signs) | | |
| Neighborhood Service District Town Center Overlay District | 1 per establishment | 10% of front facade ⁽²⁾ | 1 ⁽⁴⁾ | 72 sq. ft. | 6 ft. |
| General Commercial District Regional Commercial District | 1 per establishment | 10% of front facade ⁽²⁾ | 1 ⁽⁴⁾ | 72 sq. ft. | 6 ft. |
| Office Service District | 1 per establishment | 10% of front facade ⁽²⁾ | 1 ⁽⁴⁾ | 72 sq. ft. | 6 ft. |
| Public and Recreational Facilities District | 1 | 10% of front ⁽²⁾ facade | 1 ⁽⁴⁾ | 72 sq. ft. | 6 ft. |
| Industrial District | 1 | 10% of front ⁽²⁾ facade | 1 | 60 sq. ft. | 6 ft. |
| Planned Industrial and PUD Districts (7) | 1 | 10% of front ⁽²⁾ facade | 1 | 60 sq. ft. | 6 ft. |

(as amended 11/02/20)

Footnotes to Table 16.1:

- (1) One wall sign shall be allowed per establishment with its own public entrance. The sign may be attached to the façade that faces the street or on another façade where the establishment provides a public entrance; in either case, however, the sign may only be attached to a portion of the building that is occupied by the establishment. For a multi-tenant office building with common entrances, one (1) building identification sign shall be allowed. (as amended 11/02/20)

- (2) The maximum wall sign shall not exceed ten percent (10%) of the facade of the building that the sign is attached to and is occupied by the establishment or one-hundred (100) square feet, per use or establishment whichever is less. The maximum allowable wall sign area may be utilized in the following manner:
 - a. Two wall signs may be permitted for establishments located on a corner or through-lot. One sign, meeting the maximum allowable sign area, shall be permitted on each side of the building that fronts along the public right-of-way, including I-96.

 - b. The Planning Commission shall permit two wall signs for establishments located on a lot which under certain circumstances, where obstructed views and building orientation, require additional visibility. The total collective sign area of the two signs may not exceed one-hundred (100) square feet. (as amended 11/02/20)

 - c. Buildings containing one use or establishment use, as determined by the Planning Commission, the size of the wall sign may be increased up to the maximum square footage given in the following table.
 1. 201 - 400 linear feet of building frontage facing a public street and having a public entrance = 150 square foot maximum wall sign area.

2. Over 400 linear feet of building frontage facing a public street and having a public entrance = 200 square foot maximum wall sign area.
 3. The maximum wall sign can be increased by up to twenty percent (20%) if required number or size of landscape materials is exceeded by at least twenty percent (20%). (as amended 11/02/20)
- (3) For buildings or lots having frontage and vehicular access along a second public street, frontage along I-96, or for a business/retail shopping center, office center, or industrial park with a combined gross floor area over 60,000 square feet, a second sign or a larger sign shall be permitted by the Planning Commission provided that the total sign area does not increase the maximum signs square footage listed for that district in the table above by more than fifty percent (50%). The Planning commission shall also approve one (1) additional monument sign for each outlot with at least one hundred (100) feet of public street frontage provided the site provides shared access. (as amended 11/02/20)
- (4) Any logo or business/establishment identification on any directional sign or any logo or business/establishment identification area on a second sign at any driveway shall be included when calculating maximum sign area. (as amended 11/02/20)
- (5) A ten (10) percent increase in the maximum permitted monument sign area is permitted if extensive landscaping and a decorative brick base consistent with the materials of the principal building are provided.
- (6) Refer to Section 16.07. 1209 for residential identification signs.
- (7) PUD District development agreements may provide for specific sign standards.

Sec. 16.08 **VALIDITY AND SEVERABILITY CLAUSE**

This Article and the various components, sections, subsections, sentences and phrases are hereby declared to be severable. If any court of competent jurisdiction shall declare any part of this Ordinance to be unconstitutional or invalid, such ruling shall not affect any other provisions of this Ordinance not specifically included in said ruling. Further, if any court of competent jurisdiction shall declare unconstitutional or invalid the application of any provision of this Article to a particular parcel, lot, use, building or structure, such ruling shall not affect the application of said provision to any other parcel, lot, use, building or structure not specifically included in said ruling. (as amended 11/02/20)

(as amended 12/31/06, 08/24/07, 03/05/10, ~~and~~ 11/02/20, and _____)



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

MEMORANDUM

TO: Honorable Board of Trustees
FROM: Amy Ruthig, Planning Director
DATE: September 11, 2024
RE: **Art. 10 Planned Unit Development Text Amendments
Ordinance No. Z-24-03**

In consideration of the approval recommendations by both the Township Planning Commission on July 8th, 2024 and the Livingston County Planning Commission on August 21, 2024 please find attached a proposed zoning ordinance text amendment for your review. The proposed zoning text amendment is to amend Art. 10, Planned Unit Development. The amendments are revisions to section 10.02.05 Sewer and Water and section 10.03.01 Residential PUD.

As required pursuant to the Charter Township Act (Act 359 of 1947), at the August 19, 2024 Township Board meeting, the Board introduced and conducted the first reading of the proposed zoning ordinance text amendment and approved the second reading and consideration for the adoption to be set for the Monday, September 16th, 2024 regularly scheduled meeting.

As such please consider the following action: **(ROLL CALL VOTE REQUIRED)**

Moved by _____, supported by _____ to approve and adopt Ordinance No. Z-24-03 to amend Zoning Ordinance Article 10 entitled "Planned Unit Development".

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

Sincerely,

Amy Ruthig
Planning Director

SUPERVISOR

Bill Rogers

CLERK

Paulette A. Skolarus

TREASURER

Robin L. Hunt

TRUSTEES

Jean W. Ledford

Terry Croft

Diana Lowe

Jeff Dhaenens

MANAGER

Kelly VanMarter

ORDINANCE #Z-24-03

AN ORDINANCE TO AMEND ZONING ORDINANCE ARTICLE 10 ENTITLED “PLANNED UNIT DEVELOPMENT”

THE TOWNSHIP OF GENOA ORDAINS:

SECTION 1: SHORT TITLE: This Ordinance shall be known as the “**Amendment to Zoning Ordinance Article 10 entitled “Planned Unit Development”**”.

SECTION 2: SUMMARY OF ORDINANCE: Pursuant to the Michigan Zoning Enabling Act (P.A. 110 of 2006), notice is hereby given that an ordinance to amend the Zoning Ordinance regulating the development and use of land in Genoa Charter Township has been adopted by the Township Board on _____, 2024. The Board conducted the second reading and approved Ordinance #Z-24-03 to adopt the ordinance and amend the Zoning Ordinance of the Charter Township of Genoa by amending Article 10 Planned Unit Development. The following provides a summary of the regulatory effect of the ordinance.

ARTICLE 10 OF THE ZONING ORDINANCE, ENTITLED “PLANNED UNIT DEVELOPMENT”, IS HEREBY AMENDED AS FOLLOWS:

Section 10.02.05 SEWER AND WATER is amended as follows:

- **Sewer and Water.** *The site shall be served by public sewer and public water. The Township may approve a residential PUD that is not served by public sewer or water, provided all lots shall be at least one (1) acre in area unless approved by the Township in accordance with the requirements provided in Section 10.03.01(d).*

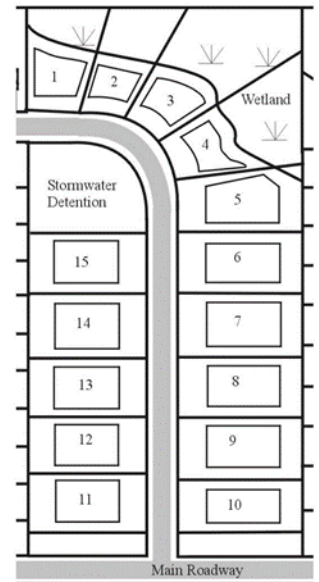
Section 10.03.01 RESIDENTIAL PUD is amended as follows:

- (b) **Dimension Standards:** *is amended with the deletion of “the Planning Commission may approve a RPUD without public water and sewer provided all lots shall be at least one (1) acre in area and the requirements of the County Health Department are met.*
- (d) **Cluster Option:** *The Planning Commission may approve an RPUD cluster housing project without public water or sewer to allow not more than a twenty-five percent (25%) reduction in the one (1) acre lot size requirement where it meets each of the following:*
 1. *The overall density is not less than one (1) dwelling unit per acre of land in the RPUD and that any reduction in lot size below one (1) acre shall be off-set with an equal corresponding amount of preserved upland open space to be included in accordance Section 10.03.01(d)(5).*
 2. *There are existing suitable soil conditions without restrictions for a conventional onsite system for both an active and reserve field that meet the requirements of the County Health Department.*
 3. *An open space cluster development shall result in a recognizable and substantial benefit, both to the residents of the property and to the overall quality of life in the Township. The benefits can be provided through site design elements in excess of the requirements of this Ordinance, such as extensive landscaping, unique site design features, preservation of woodlands and open space, particularly along major thoroughfares or lakes, buffering development from wetlands and shorelines, and provision of buffers from adjacent residential.*
 4. *The site shall preserve significant natural features such as woodlands, significant views, natural drainage ways, regulated or non-regulated wetlands, or natural corridors that connect quality wildlife habitats which would be in the best interest of the Township to preserve and which might be negatively impacted by conventional residential development.*
 5. *The proposed development shall be designed to create a cohesive neighborhood through a network of spaces such as parks and common open space areas for recreation and resident interaction. All open space areas shall be equally available to all residents of the development.*
 6. *The site shall be under single ownership or control, such that there is a single person or entity having proprietary*

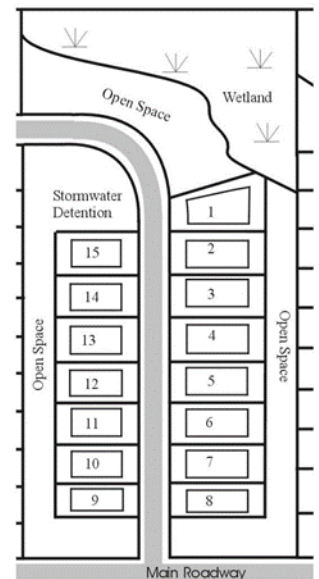
responsibility for the full completion of the project. The applicant shall provide sufficient documentation of ownership or control in the form of agreements, contracts, covenants, and/or deed restrictions that indicate that the development will be completed in its entirety as proposed.

7. A minimum of 50% of the total site area shall be preserved as open space for recreation or conservation and shall be exclusive of road rights-of-way or other improvements. Such open space shall be arranged on the site to meet all of the following requirements, provided the Planning Commission may modify these standards where it is demonstrated that additional natural features will be preserved elsewhere on the site:
 - a) A one hundred (100) foot deep open space area shall be preserved along road frontages bordering the open space cluster development and adjacent to existing residential lots.
 - b) All wetlands and areas within fifty (50) feet of a wetland or shoreline shall be preserved as open space with signs provided to demarcate the location of the natural features setback. Lakes and ponds shall not be included in open space area calculations.
 - c) Open space shall be located to minimize removal of woodlands.
 - d) Open space may include recreational trails, picnic areas, parks and greenways. The Planning Commission may permit recreational structures within the open space.
8. The dedicated open space shall be set aside by the developer through an irrevocable conveyance that is found acceptable to the Township, such as: recorded deed restrictions, covenants that run in perpetuity with the land, or conservation easements. Such conveyance shall assure that the open space will be protected from all forms of development and shall never be changed to another use. Where deed restrictions are utilized for the protection of open space, the Township shall be made a party to the deed restrictions and such restrictions applicable to the open space shall not be amended. Building permits for home construction shall not be granted until such deed restrictions are recorded with the County Register of Deeds and copies are filed with the Township. The developer may dedicate the open space to a conservation organization or the Township, provided such dedication shall be subject to approval by the Township Board.
9. A preservation and maintenance plan for the open space shall be submitted with the final preliminary plat or final site condominium plan and shall include mechanisms for the long-term funding of open space preservation. The Township may require bonds or other funding mechanisms to ensure long term maintenance of open space.
10. Reasonable conditions may be required with approval of an open space cluster development for the purpose of ensuring that public services and facilities affected by a proposed land use or activity will be capable of accommodating increased service and facility loads caused by the land use or activity, protecting the natural environment and conserving natural resources, ensuring compatibility with adjacent uses of land, promoting the use of land in a socially and economically desirable manner, and further the implementation of the Township Master Plan.

Parallel Plan
Showing Conventional Subdivision



Clustered Open Space Plan



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

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

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

EFFECTIVE DATE: These ordinance amendments were adopted by the Genoa Charter Township

Board of Trustees at the regular meeting held on _____, 2024 and ordered to be given publication in the manner required by law. This ordinance shall be effective seven days after publication.

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

Ayes:

Nays:

Absent:

Township Board First Reading: 08/19/24

Date of Posting of Ordinance: 08/20/24

Date of Publication of Ordinance: 08/25/24

Proposed Township Board Second Reading and Adoption: 09/16/24

Proposed Date of Publication of Ordinance Adoption: 09/22/24

Proposed Effective Date: 09/29/24

Supervisor Rogers agrees that the Township must comply with the ordinance the same as other applicants.

Moved by Hunt, supported by Ledford, to introduce proposed Ordinance Number Z-24-02 and to set the meeting date to consider adoption before the Township Board on Monday, September 16th, 2024 for the purpose of considering the proposed zoning ordinance text amendment to Article 16 Sign Standards. **The motion carried unanimously.**

12. Request for the introduction of proposed Ordinance number Z-24-03 regarding text amendments to Article 10, Planned Unit Development, Section 10.02.05 and 10.03.01 and to set the meeting date for considering the proposed ordinance for adoption before the Township Board on Monday, September 16, 2024.

Ms. VanMarter stated this change is for residential PUD's only. The largest part is a major change to minimum lot size without municipal water and sewer. It changes it from 1-acre lot size to $\frac{3}{4}$ of an acre. The rationale is to give the Township tools within the PUD to preserve natural and environmental features and protect adjacent residential properties. Tonight is the introduction and first reading for these amendments. They will be at the next meeting for consideration.

Ms. Hunt would not be in favor of this if it was less than $\frac{3}{4}$ of an acre. Mr. Dhaenens stated it is a win to be able to preserve open space.

Moved by Lowe, supported by Hunt, to introduce proposed ordinance number Z-24-03 and to set the meeting date to consider adoption before the Township Board on Monday, September 16th, 2024 for the purpose of considering the proposed zoning ordinance text amendment to Article 10 Planned Unit Development. **The motion carried unanimously.**

13. Request for approval to appoint Matthew Hurley as the alternate to the Zoning Board of Appeals with a term ending June 30, 2025 as recommended by the Township Supervisor.

Mr. Hurley stated he has lived in the Township for 27 years. He likes to be involved in the community and being on the Zoning Board of Appeals will be a good introduction for him. Supervisor Rogers thanked Mr. Hurley for stepping up and also for receiving the education for the ZBA position.

Moved by Dhaenens, supported by Ledford, to appoint Matthew Hurley as the alternate to the Zoning Board of Appeals for a term ending on June 30, 2025 as recommended by the Township Supervisor. **The motion carried unanimously.**

14. Consideration of a request from Cooper's Turf Management to repair and improve drainage on the north soccer field (Field 2) to address issues with standing water at a

reviewed the ordinance language, stating that directional signage has its own definition and regulations in the ordinance.

The call to the public was made at 7:19 pm with no response.

Moved by Commissioner Rassel, supported by Commissioner Dhaenens, to recommend to the Township Board approval of a Zoning Ordinance Text Amendments of Article 16 “Sign Standards” of the Zoning Ordinance. **The motion carried unanimously.**

OPEN PUBLIC HEARING #3...Consideration of a Zoning Ordinance Text amendment to Article 10 of the Zoning Ordinance, entitled “Planned Unit Development”.

A. Recommendation of Zoning Ordinance Amendment to Article 10 entitled “Planned Unit Development”.

Mr. Borden stated this amendment is related to residential PUD’s. The change addresses the minimum lot size allowed for properties that do not have access to water and sewer and offers a cluster option to allow for that minimum. Ms. Ruthig stated this will allow for fewer lots, larger lots, and more protection for the wetlands.

Commissioner Rauch noted that the cluster option allows for more preservation of natural features in the Township. He is in favor of these changes.

There was a discussion regarding the utility requirements. This ordinance is more restrictive than what the Livingston County Health Department requires; however, it was noted that a PUD allows for flexibility.

The call to the public was made at 7:40 pm with no response.

Moved by Commissioner Dhaenens, supported by Commissioner Chouinard, to recommend to the Township Board approval of a Zoning Ordinance Text Amendments to Article 10 of the Zoning Ordinance, entitled “Planned Unit Development”. **The motion carried (McBain - yes; Chouinard - yes; Rauch - yes; Grajek - yes; Rassel - no; Dhaenens - yes).**

ADMINISTRATIVE BUSINESS:

Staff Report

Ms. Ruthig stated there are no new items for the August meeting.

Commissioner Action: IT WAS MOVED BY COMMISSIONER BOWDOIN TO RECOMMEND APPROVAL, SECONDED BY COMMISSIONER CALL.

Motion passed: 5-0

E. Z-26-24: GENOA CHARTER TOWNSHIP, AMENDMENTS TO ZONING ORDINANCE ARTICLE 10: PUD-QUALIFYING CONDITIONS - RESIDENTIAL PLANNED UNIT DEVELOPMENT (RPUD).

The Genoa Township Planning Commission is proposing to amend their Zoning Ordinance, Article 10, Qualifying Conditions for Residential Planned Unit Developments. They are proposing to add a Cluster Option. This allows developers who agree to preserve open space to build on smaller lot sizes. Sometimes called a density bonus, this is a common technique to preserve, unfragmented pieces of land for recreation, buffering, scenic views or other various benefits of open space.

Township Recommendation: Approval. The Genoa Charter Township Planning Commission recommended approval at the Township Public Hearing on July 8, 2024. There were no public comments.

Staff Recommendation: Approval. The proposed ordinance amendment has been thoroughly reviewed. The proposed amendments help to direct development to conserve open spaces and are appropriate and consistent with existing zoning ordinance language.

Commission Discussion: Commissioner Bowdoin asked questions about whether using wetlands in open space calculations is appropriate. Commissioner Ikle had concerns about lot size and sewer infrastructure requirements.

Public Comment: None.

Commission Action:

Commissioner Action: IT WAS MOVED BY COMMISSIONER FUNK TO RECOMMEND APPROVAL WITH CONDITIONS, WITH AMENDMENT TO THE MOTION BY COMMISSIONER IKLE, FOR TOWNSHIP TO CONSIDER ADDING A PROVISION FOR SEWER/SEPTIC INFRASTRUCTURE REQUIREMENTS WITH LOTS UNDER ONE (1) ACRE IN SIZE AND WITHOUT PUBLIC WATER AND SEWER AVAILABLE, SECONDED BY COMMISSIONER IKLE.

Motion passed: 5-0

F. Z-27-24: GENOA CHARTER TOWNSHIP, AMENDMENTS TO ZONING ORDINANCE ARTICLE 16: SIGN STANDARDS.

The Genoa Charter Township Planning Commission is proposing to amend their Zoning Ordinance, Article 16 Sign Standards. The language seeks to regulate permanent, pole-signs that are incidental or informational within a site. Examples include trail markers, restroom signs, exit and entrance signs or education plaques. Pole signs are currently prohibited. Modifying the sign ordinance to include pole-signs would bring many existing signs into compliance.

Township Recommendation: Approval. The Genoa Charter Township Planning Commission recommended approval at their July 8, 2024, Public Hearing. There were no public comments.

Staff Recommendation: Approval. The proposed ordinance amendments have been thoroughly reviewed by Staff and the Township Attorney. The proposed amendments are appropriate and reinforce the existing zoning ordinance language.

Commission Discussion: Commissioner Ikle inquired about differences between billboards and the proposed amendments.



Livingston County Department of Planning

MEMORANDUM

TO: Livingston County Planning Commission and the Genoa Township Board of Trustees

FROM: Martha Haglund, Principal Planner

DATE: August 07, 2024

SUBJECT: **Z-26-24. Amendment to Article 10: PUD-Qualifying Conditions - Residential Planned Unit Development (RPUD)**

Scott Barb
AICP, PEM
Director

Robert A. Stanford
AICP
Principal Planner

Martha Haglund
AICP Candidate
Principal Planner

The Genoa Township Planning Commission is proposing to amend their Zoning Ordinance, Article 10, Qualifying Conditions for Residential Planned Unit Developments. They are proposing to add a Cluster Option. This allows developers who agree to preserve open space to build on smaller lot sizes. Sometimes called a density bonus, this is a common technique to preserve, unfragmented pieces of land for recreation, buffering, scenic views or other various benefits of open space.

Staff has reviewed the proposed amendments for accuracy and compatibility with the existing ordinance language and offers the following summary for your review. Staff comments are written in *italics* with additions and changes to the Ordinance written in red.

Sec. 10.02 QUALIFYING CONDITIONS

The following provisions shall apply to all planned unit developments:

10.02.05 **Sewer and Water.** The site shall be served by public sewer and public water. The Township may approve a residential PUD that is not served by public sewer or water, provided all lots shall be at least one (1) acre in area unless approved by the Township in accordance with the requirements provided in Section 10.03.01(d).~~and the requirements of the County Health Department shall be met.~~

Department Information

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

•
(517) 546-7555
Fax (517) 552-2347

•
Web Site
www.milivcounty.gov/planning

10.03.01 Residential PUD

a) Density: Residential density shall be determined by a parallel plan that illustrates how the site could be developed as a conventional subdivision or site plan, meeting all applicable township and county zoning and subdivision requirements. The Township shall review the design and determine the number of buildable lots that could be feasibly constructed, taking into consideration any wetlands or other non-buildable land. This number shall be the maximum number of dwelling units allowable for the RPUD. Where the underlying zoning is multiple family, density shall be determine based upon the underlying zoning district and the definition of



density. Where the Township Master Plan recommends a different zoning district than the current zoning, a rezoning of the underlying zoning district consistent with the Master Plan may be considered concurrently with the Residential PUD overlay.

- (b) Dimensional Standards: The dimensional standards of the underlying zoning district shall be complied with, provided the lot area, lot width and setback requirements may be reduced with the resultant area preserved as open space. A table shall be provided on the site plan indicating the cumulative reduction in lot areas and the corresponding amount of open space being preserved. Wetland setbacks may not be reduced. ~~The Planning Commission may approve an RPUD without public water and sewer provided all lots shall be at least one (1) acre in area and the requirements of the County Health Department are met.~~
- (c) Open Space: All land within an RPUD that is not devoted to a residential unit, roadway or other improvement shall be set aside as common open space for recreation or conservation. The amount of open space shall be at least equal to the total area that proposed lots are reduced below the underlying zoning's minimum lot area; provided a minimum of twenty five percent (25%) of the site shall be open space. Common open space shall be planned in locations that are visible and accessible. The open space shall contain some form of active recreational facility such as a play-area. The common open space shall be located to preserve significant natural features, central to the residents of the development, along the county road frontage, adjacent to adjoining residential or to connect open spaces throughout the development. The open space along the exterior public roads shall generally have a depth of at least one hundred (100) feet, either landscaped or preserved in a natural wooded condition. The PUD agreement shall set forth open space protection measures as provided for in section 10.05.04.

For Reference: 10.05.04 is Outlined Below:

10.05.04 A complete PUD Agreement for review which shall:

- (a) Set forth the conditions upon which the approval is based, with reference to the approved Site Plan or Plat Plan and Impact Statement and a description of all deviations from Township regulations that have been requested and approved.
- (b) When open space or common areas are indicated in the PUD plan for use by the residents, the open space or common areas shall be conveyed in fee, placed under a conservation easement or otherwise committed by dedication to an association of the residents, and the use shall be irrevocably dedicated in perpetuity and retained as open space for park, recreation, conservation or other common uses.
- (c) Set forth a program and financing for maintaining common areas and features, such as walkways, signs, lighting and landscaping.
- (d) Assure that trees and woodlands will be preserved as shown on the site plan, or replaced on a caliper for caliper basis.
- (e) Assure the construction, improvement and maintenance of all streets and necessary utilities (including public water, wastewater collection and treatment) to mitigate the



impacts of the PUD project through construction by the developer, bonds or other satisfactory means, for any and all phases of the PUD. In the case of phased PUD's this requirement shall be reviewed at the time of any final site plan approval.

(f) Address any other concerns of the Township regarding construction and maintenance.

(d) Cluster Option: The Planning Commission may approve an RPUD cluster housing project without public water or sewer to allow not more than a twenty-five percent (25%) reduction in the one (1) acre lot size requirement where it meets each of the following:

Staff Comments: For example: If a developer has 12 acres and wanted to use the cluster option, they could only decrease lot sizes to not less than 0.75 acres. Also, they must preserve the 0.25 reduction in common open space. In this example, that would be an additional 3 acres in open space if they reduced all 12 lots.

- (1) The overall density is not less than one (1) dwelling unit per acre of land in the RPUD and that any reduction in lot size below one (1) acre shall be off-set with an equal corresponding amount of preserved upland open space.
- (2) There are existing suitable soil conditions without restrictions for a conventional onsite system for both an active and reserve field that meet the requirements of the County Health Department.

Staff Comments: Sanitation requirements must be met. This is an important aspect since this development option is available to projects without public water & sewer.

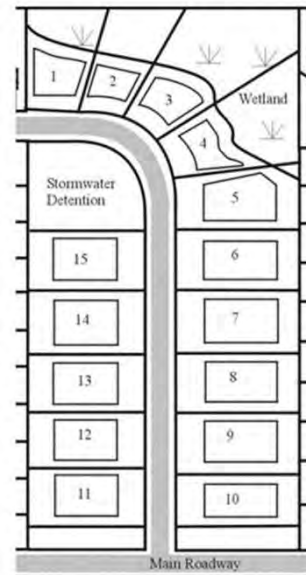
- (3) An open space cluster development shall result in a recognizable and substantial benefit, both to the residents of the property and to the overall quality of life in the Township. The benefits can be provided through site design elements in excess of the requirements of this Ordinance, such as extensive landscaping, unique site design features, preservation of woodlands and open space, particularly along major thoroughfares or lakes, buffering development from wetlands and shorelines, and provision of buffers from adjacent residential.
- (2) The site shall preserve significant natural features such as woodlands, significant views, natural drainage ways, regulated or non-regulated wetlands, or natural corridors that connect quality wildlife habitats which would be in the best interest of the Township to preserve and which might be negatively impacted by conventional residential development.
- (3) The proposed development shall be designed to create a cohesive neighborhood through a network of spaces such as parks and common open space areas for recreation and resident interaction. All open space areas shall be equally available to all residents of the development.



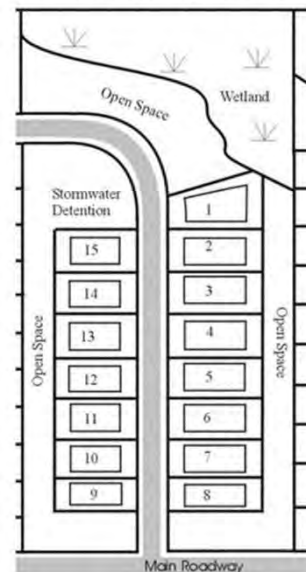
Z-26-24: Genoa Township
Article 10: RPUD-Cluster Development Option

- (4) The site shall be under single ownership or control, such that there is a single person or entity having proprietary responsibility for the full completion of the project. The applicant shall provide sufficient documentation of ownership or control in the form of agreements, contracts, covenants, and/or deed restrictions that indicate that the development will be completed in its entirety as proposed.
- (5) A minimum of 50% of the total site area shall be preserved as common open space for recreation or conservation and shall be exclusive of residential lots, road rights-of-way or other improvements. Such open space shall be arranged on the site to meet all of the following requirements, provided the Planning Commission may modify these standards where it is demonstrated that additional natural features will be preserved elsewhere on the site:
- a. A one hundred (100) foot deep open space area shall be preserved along road frontages bordering the open space cluster development and adjacent to existing residential lots.
 - b. All wetlands and areas within fifty (50) feet of a wetland or shoreline shall be preserved as open space. Lakes and ponds shall not be included in open space area calculations.
 - c. Open space shall be located to minimize removal of woodlands.
 - d. Open space may include recreational trails, picnic areas, parks and greenways. The Planning Commission may permit recreational structures within the open space.
- (7) The dedicated open space shall be set aside by the developer through an irrevocable conveyance that is found acceptable to the Township, such as: recorded deed restrictions, covenants that run in perpetuity with the land, or conservation easements. Such conveyance shall assure that the open space will be protected from all forms of development and shall never be changed to another use. Where deed restrictions are utilized for the protection of open space, the Township shall be made a party to the deed restrictions and such restrictions applicable to the open space shall not be amended. Building permits for home construction shall not be granted until such deed restrictions are recorded with the County.
- (8) A preservation and maintenance plan for the open space shall be submitted with the final preliminary plat or final site condominium plan and shall include mechanisms for the long term funding of open space preservation. The Township may require bonds or other funding mechanisms to ensure long term maintenance of open space.

Parallel Plan
Showing Conventional Subdivision



Clustered Open Space Plan





- (9) Reasonable conditions may be required with approval of an open space cluster development for the purpose of ensuring that public services and facilities affected by a proposed land use or activity will be capable of accommodating increased service and facility loads caused by the land use or activity, protecting the natural environment and conserving natural resources, ensuring compatibility with adjacent uses of land, promoting the use of land in a socially and economically desirable manner, and further the implementation of the Township Master Plan.

Staff Comments: *The Township is proposing that the Cluster Option have an additional 25% open space requirement (50% of the total area) compared to a standard RPUD. The setbacks are the same as all RPUD (100 feet) and they are both more than a conventional single family residential parcel that would have 50-foot setback.*

The Township may consider adding “wetlands” to not be included in preserved open space calculations as well. So that it would read:

10.03.01 (d)(7)(b) “All wetland and areas within fifty (50) of a wetland or shoreline shall be preserved as open space. Lakes, ponds and **wetlands** shall not be included in the open space calculations.”

This statement could also be including in the Open Space requirements for all RPUDs (10.03.01) (c).

Staff Comments: *Numbers 8-10 are good reinforcing language. As the PUD agreement should also contain these aspects such as: maintenance provisions, funding and deed restrictions prior to applying for a Cluster Development Options. The Township may want to add a statement, similar to the ending statement in 10.03.01(c).*

“The PUD agreement shall set forth open space protection measures as provided for in section 10.05.04.”

“The PUD Agreement shall be set forth open space protection measures as provided in this section, 10.03.01 (d).”

Staff Comments: *Confirm the correct sequence, it should be arranged 1-10.*

TOWNSHIP PLANNING COMMISSION RECOMMENDATION: APPROVAL. The Genoa Township Planning Commission recommended approval at the Township Public Hearing on July 8, 2024. There were no public comments.

RECOMMENDATION: APPROVAL. The proposed ordinance amendment has been thoroughly reviewed. The proposed amendments help to direct development to conserve open spaces and are appropriate and consistent with existing zoning ordinance language.

**ARTICLE 10
PLANNED UNIT DEVELOPMENT**

Sec. 10.01 PURPOSE

- 10.01.01 **Purpose.** The purpose of this Section is to permit the coordinated development on larger sites, protect significant natural features present which the property owner and Township wish to preserve, to provide the opportunity to mix compatible uses or residential types, or allow clustering of residential units to preserve common open space and natural features.
- 10.01.02 **Innovation in Land Use.** The PUD standards are provided as a design option to permit flexibility in the regulation of land development; to encourage innovation in land use, form of ownership and variety in design, layout, and type of structures constructed; to preserve significant natural features and open space; to promote efficient provision of public services and utilities; to minimize adverse traffic impacts; to provide adequate housing and employment; to encourage development of convenient recreational facilities; and to encourage the use and improvement of existing sites when the uniform regulations contained in other zoning districts alone do not provide adequate protection and safeguards for the site or its surrounding areas. The PUD standards are not intended to avoid the imposition of standards and requirements of other zoning classifications rather than to achieve the stated purposes herein set forth.
- 10.01.03 **Flexibility in Design.** For properties approved for PUD designation, these PUD standards provide the developer with flexibility in design and permit variation of the specific bulk, area, and in some specified situations the density requirements of this Ordinance on the basis of the total PUD plan, subject to the approval of the PUD plan by the Planning Commission and Township Board in accordance with the requirements as herein set forth.
- 10.01.04 **Types of PUD's.** This article provides for seven (7) types of PUD: a residential overlay, a planned industrial/corporate district, a mixed-use PUD district, a redevelopment PUD, a non-residential PUD District, and two separate PUD Districts for the S. Latson Road interchange area. The residential PUD, planned industrial PUD and redevelopment PUD are overlay districts that include supplementary standards, which apply simultaneously, or replace, standards of the underlying residential zoning district. The mixed-use PUD, non-residential PUD, and two interchange PUDs are separate zoning districts.

(as amended 12/31/06 and 09/04/18)

Sec. 10.02 QUALIFYING CONDITIONS

The following provisions shall apply to all planned unit developments:

- 10.02.01 **Single Ownership.** 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.
- 10.02.02 **Initiated by Petition.** A PUD zoning classification may be initiated only by a petition.
- 10.02.03 **Minimum Site Area.** 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 sanitary 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 the site are proposed to be removed or rehabilitated and a use permitted within the underlying zoning district is proposed. 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. (as amended 12/31/06)
 - (c) Interchange Commercial and Campus PUDs: the Township Board may waive the minimum lot area where the design elements of a proposed development are integrated into and consistent with the broader Master Plan Latson Road Subarea Plans with compatible land uses (as amended 09/04/18)
- 10.02.04 **Benefits.** The PUD site plan shall provide one or more of the following benefits not possible under the standards of another zoning district, as determined by the Planning Commission:
- (a) preservation of significant natural or historic features;
 - (b) a complementary mixture of uses or a variety of housing types;
 - (c) common open space for passive or active recreational use;
 - (d) mitigation to offset impacts; or,
 - (e) redevelopment of a nonconforming site where creative design can address unique site constraints. (as amended 12/31/06)
- 10.02.05 **Sewer and Water.** The site shall be served by public sewer and public water. The Township may approve a residential PUD that is not served by public sewer or water, provided all lots shall be at least one (1) acre in area unless approved by the Township in accordance with the requirements provided in Section 10.03.01(d) and the requirements of the County Health Department shall be met.

Sec. 10.03 TYPES OF PUD ZONING DESIGNATION

A property meeting the qualifying conditions may be rezoned to an appropriate PUD District, based on the standards shown in the following table and appropriate standards contained elsewhere in this Zoning Ordinance. The rezoning shall be concurrent with the approval of a PUD Conceptual Plan. The PUD designation shall be noted in the application, and on the Official Zoning Map upon approval.

| District Name | Type of District | Permitted Uses | Special Land Uses | Additional Provisions |
|---|--|--|--|-----------------------|
| Residential Planned Unit Development (RPUD) | Overlay of a residential district | Open space or cluster housing projects with one or more types of residential uses | Same as underlying residential district | Sec. 10.03.01 |
| Planned Industrial Parks (PID) | Overlay district of an Industrial District | Uses permitted in the Industrial and Office-Service Districts | Special land uses of the Industrial and Office-Service District | Sec. 10.03.02 |
| Mixed Use Planned Unit Development (MU-PUD) | Separate zoning district | A mixture of public, residential, commercial, recreational or open space uses. | Special land uses of the zoning districts applicable to each PUD component. | Sec. 10.03.03 |
| Redevelopment Planned Unit Development (RDPUD) | Overlay of a commercial district | Same as underlying district | Same as underlying district | Sec. 10.03.04 |
| Non-residential Planned Unit Development (NR-PUD) | Separate zoning district | A mixture of public, office, commercial, light industrial, recreational and open space uses. See Sec. 10.03.05(c). | Special land uses of the zoning districts applicable to each PUD component. | Sec. 10.03.05 |
| Interchange Commercial PUD (ICPUD) | Separate zoning district | See Sec. 10.03.06 c | Special land uses of the General Commercial or Regional Commercial District, as may be approved by the Township, except those specifically listed in Sec. 10.03.06 c | Sec. 10.03.06 |
| Interchange Campus PUD (CAPUD) | Separate zoning district | See Sec. 10.03.06 c | See Sec. 10.03.06 c | Sec. 10.03.06 |

(as amended 12/31/06 and 09/04/18)

10.03.01 Residential PUD

- (a) **Density:** Residential density shall be determined by a parallel plan that illustrates how the site could be developed as a conventional subdivision or site plan, meeting all applicable township and county zoning and subdivision requirements. The Township shall review the design and determine the number of buildable lots that could be feasibly constructed, taking into consideration any wetlands or other non-buildable land. This number shall be the maximum number of dwelling units allowable for the RPUD. Where the underlying zoning is multiple family, density shall be determined based upon the underlying zoning district and the definition of density. Where the Township Master Plan recommends a different zoning district than the current zoning, a rezoning of the underlying zoning district consistent with the Master Plan may be considered concurrently with the Residential PUD overlay.
- (b) **Dimensional Standards:** The dimensional standards of the underlying zoning district shall be complied with, provided the lot area, lot width and setback requirements may be reduced with the resultant area preserved as open space. A table shall be provided

on the site plan indicating the cumulative reduction in lot areas and the corresponding amount of open space being preserved. Wetland setbacks may not be reduced.

~~The Planning Commission may approve an RPUD without public water and sewer provided all lots shall be at least one (1) acre in area and the requirements of the County Health Department are met.~~

(c) Open Space: All land within an RPUD that is not devoted to a residential unit, roadway or other improvement shall be set aside as common open space for recreation or conservation. The amount of open space shall be at least equal to the total area that proposed lots are reduced below the underlying zoning's minimum lot area; provided a minimum of twenty five percent (25%) of the site shall be open space. Common open space shall be planned in locations that are visible and accessible. The open space shall contain some form of active recreational facility such as a play-area. The common open space shall be located to preserve significant natural features, central to the residents of the development, along the county road frontage, adjacent to adjoining residential or to connect open spaces throughout the development. The open space along the exterior public roads shall generally have a depth of at least one hundred (100) feet, either landscaped or preserved in a natural wooded condition. The PUD agreement shall set forth open space protection measures as provided for in section 10.05.04.

~~(d) Cluster Option: The Planning Commission may approve an RPUD cluster housing project without public water or sewer to allow not more than a twenty-five percent (25%) reduction in the one (1) acre lot size requirement where it meets each of the following:~~

~~(1) The overall density is not less than one (1) dwelling unit per acre of land in the RPUD and that any reduction in lot size below one (1) acre shall be off-set with an equal corresponding amount of preserved upland open space to be included in accordance Section 10.03.01(d)(5).~~

~~(2) There are existing suitable soil conditions without restrictions for a conventional onsite system for both an active and reserve field that meet the requirements of the County Health Department.~~

~~(3) An open space cluster development shall result in a recognizable and substantial benefit, both to the residents of the property and to the overall quality of life in the Township. The benefits can be provided through site design elements in excess of the requirements of this Ordinance, such as extensive landscaping, unique site design features, preservation of woodlands and open space, particularly along major thoroughfares or lakes, buffering development from wetlands and shorelines, and provision of buffers from adjacent residential.~~

~~(4) The site shall preserve significant natural features such as woodlands, significant views, natural drainage ways, regulated or non-regulated wetlands, or natural corridors that connect quality wildlife habitats which would be in the best interest of the Township to preserve and which might be negatively impacted by conventional residential development.~~

(5) The proposed development shall be designed to create a cohesive neighborhood through a network of spaces such as parks and common open space areas for recreation and resident interaction. All open space areas shall be equally available to all residents of the development.

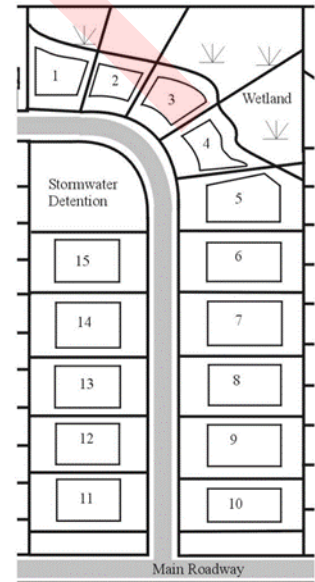
(6) The site shall be under single ownership or control, such that there is a single person or entity having proprietary responsibility for the full completion of the project. The applicant shall provide sufficient documentation of ownership or control in the form of agreements, contracts, covenants, and/or deed restrictions that indicate that the development will be completed in its entirety as proposed.

(7) A minimum of 50% of the total site area shall be preserved as ~~common~~ open space for recreation or conservation and shall be exclusive of ~~residential lots, road rights-of-way or other improvements.~~ Such open space shall be arranged on the site to meet all of the following requirements, provided the Planning Commission may modify these standards where it is demonstrated that additional natural features will be preserved elsewhere on the site:

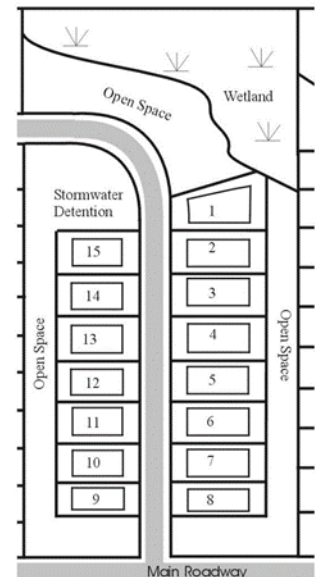
- a. A one hundred (100) foot deep open space area shall be preserved along road frontages bordering the open space cluster development and adjacent to existing residential lots.
- b. All wetlands and areas within fifty (50) feet of a wetland or shoreline shall be preserved as open space with signs provided to demarcate the location of the natural features setback. Lakes and ponds shall not be included in open space area calculations.
- c. Open space shall be located to minimize removal of woodlands.
- d. Open space may include recreational trails, picnic areas, parks and greenways. The Planning Commission may permit recreational structures within the open space.

(8) The dedicated open space shall be set aside by the developer through an irrevocable conveyance that is found acceptable to the Township, such as: recorded deed restrictions, covenants that run in perpetuity with the land, or conservation easements. Such conveyance shall assure that the open space will be protected from all forms of development and shall never be changed to another use. Where deed restrictions are utilized for the protection of open space, the

Parallel Plan
Showing Conventional Subdivision



Clustered Open Space Plan



Township shall be made a party to the deed restrictions and such restrictions applicable to the open space shall not be amended. Building permits for home construction shall not be granted until such deed restrictions are recorded with the County Register of Deeds and copies are filed with the Township. The developer may dedicate the open space to a conservation organization or the Township, provided such dedication shall be subject to approval by the Township Board.

(9) A preservation and maintenance plan for the open space shall be submitted with the final preliminary plat or final site condominium plan and shall include mechanisms for the long-term funding of open space preservation. The Township may require bonds or other funding mechanisms to ensure long term maintenance of open space.

(10) Reasonable conditions may be required with approval of an open space cluster development for the purpose of ensuring that public services and facilities affected by a proposed land use or activity will be capable of accommodating increased service and facility loads caused by the land use or activity, protecting the natural environment and conserving natural resources, ensuring compatibility with adjacent uses of land, promoting the use of land in a socially and economically desirable manner, and further the implementation of the Township Master Plan.

10.03.02 **Planned Industrial District (PID)**

- (a) Dimensional Standards: All buildings, structures, accessory structures and parking areas shall meet the minimum setback standards of the Industrial District, as specified in the Table of Dimensional Standards, along the exterior boundaries of the PID site. Internal setbacks shall be determined by the Planning Commission during review of the PID concept plan. Maximum building height shall be consistent with the standards for the Industrial District.
- (b) Lot Areas: Minimum lot area shall be two (2) acres except up to twenty five percent (25%) of the total number of lots may be between one and one-half (1-1/2) and two (2) acres in area.
- (c) Design Standards: Buildings shall utilize high quality architecture and landscaping that create a research and office-park environment with primary use of masonry material, such as brick, stone or split face block, and glass on buildings and landscaping along internal roadways and around the perimeter of the PID. Metal paneling and plain concrete masonry units shall constitute no more than twenty-five percent (25%) of the facades of buildings visible from the internal roadway or any adjoining public roadway. (as amended 12/31/06)

10.03.03 **Mixed Use PUD**

- (a) Uses: A mixed use PUD shall include a mixture of uses that are considered by the Planning Commission to be consistent with the Master Plan. A concept plan shall be prepared for the PUD that divides the PUD into components for various uses. Each component of the PUD shall be designated as a specific zoning district (e.g. Medium Density Residential or Office-Service). Areas devoted to each type of use shall be

designated on the PUD Concept Plan. The concept plan may provide for vertical mixture of uses, such as office or residential above commercial. The mixed-use PUD can be a mixture of housing types such as single family and multiple family or a mixture of uses such as residential and non-residential. The Planning Commission shall determine the appropriate mixture of uses and how much of the PUD land area shall be occupied by residential uses, nonresidential uses, recreational area, or open space. The Planning Commission shall make this determination based upon the concept plan's ability to provide an integrated mixture of uses, maintain compatibility with surrounding uses, and meet the standards of section 10.07. The list of permitted uses shall be established by the Planning Commission in the PUD agreement. Not more than fifty percent (50%) of the PUD acreage shall be devoted to commercial, office or industrial and not less than fifty percent (50%) of the PUD acreage shall be devoted to open space, preserved natural features or residential use.

- (b) **Open Space:** A minimum twenty five percent (25%) of the site shall be open space. Such open space shall be dispersed throughout the site and linked through greenway or pedestrian corridors or located along road frontages. A minimum of 50% of the required open space shall be usable upland area.
- (c) **Dimensional Requirements:** All area and bulk dimensional standards shall comply with the dimensional standards for the associated zoning district designated on the PUD concept plan. To encourage flexibility and creativity consistent with the intent of the PUD, the Township may permit specific departures from the requirements of the Zoning Ordinance as a part of the approval process. Any regulatory modification shall be approved through a finding by the Township that the deviation shall result in a higher quality of development than would be possible using conventional zoning standards. Residential portions of a PUD shall comply with section 10.03.01.
- (d) **Parking.** To encourage a true integration of mixed uses and improved efficiency in land use, the Planning Commission may permit the overlap in parking requirements between uses that have alternating peak-parking demands or where the mixture of uses on a site would result in multi-purpose trips. Approval for the parking reduction shall be based upon documentation submitted by the applicant indicating the types of uses, intensity and characteristics of the parking demands for such uses.

10.03.04 Redevelopment PUD

- (a) A redevelopment PUD overlay shall only be applied to sites that have been previously developed for the purpose of a commercial, office, or industrial use, where redevelopment of the site will be an enhancement to the site and surrounding area, where all buildings on the site are proposed to be removed or renovated and a use permitted within the underlying zoning district is proposed. The redevelopment PUD shall only be applied to a site where the Township determines that flexibility in dimensional standards is necessary to allow for innovative design in redeveloping a site with constraints and where a clear public benefit is being derived.
- (b) To encourage flexibility and creativity consistent with the intent of the PUD, the Township may permit specific departures from the requirements of the Zoning Ordinance as a part of the approval process. Any regulatory modification shall be approved through a finding by the Township that the deviation shall result in a higher quality of development than would be possible using conventional zoning standards. 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 minimum necessary to allow redevelopment of the site, while still meeting the spirit and intent of the ordinance.

- (c) A table shall be provided on the site plan that specifically details all deviations from the zoning regulations. This specification should include ordinance provisions from which deviations are sought, the reasons the deviations are necessary and mechanisms to be utilized to mitigate any impacts. Only those deviations consistent with the intent of this ordinance shall be considered. As a condition of approving such deviations, the Township may attach such additional conditions deemed necessary for the protection of the public health, safety, and welfare in lieu of the regulations. (as amended 12/31/06)

10.03.05 Non-residential Planned Unit Developments

- (a) Size of Uses:
 - (1) A maximum sixty percent (60%) of the site, exclusive of public rights of way shall contain retail commercial uses such as shopping centers or freestanding retail/department stores including areas required for storm water, setbacks, parking and landscaping associated with such uses. The remainder of the site shall include open space, manufacturing, research and development, office, lodging, restaurants and/or entertainment related uses.
 - (2) No more than two retail uses shall have an individual floor area of 100,000 square feet or more, and no other individual commercial use shall have a floor area over 60,000 square feet.
- (b) A minimum twenty five percent (25%) of the site shall be open space. Such open space shall be dispersed throughout the site and linked through greenway or pedestrian corridors. Open space is defined as undisturbed areas of key natural features, landscaped open space or pedestrian plaza areas, which commonly include outdoor seating and gathering areas. Detention areas shall comprise no more than 50% of the required open space and if visible from the roadway, parking lot, residential dwellings, primary entrances to buildings or other predominant views shall only be counted toward this requirement if designed to provide a natural appearance as described below.
- (c) Permitted Uses: All uses permitted by right or by special land use approval in the Commercial, Office and Public and Recreational Facilities Districts (NSD, OS, GCD, RCD and PRF) are permitted by right or special use under the PUD. Permitted uses shall also include Manufacturing Research or Research and Development Uses, defined as low intensity industrial uses that include a large office or laboratory component and that manufacture, package, assemble or treat finished or semi-finished products from previously prepared material but do not process raw materials. The following are exceptions to the list of permitted uses:
 - (1) Auto sales, new and used
 - (2) Auto/gasoline service stations of any type, principal or accessory
 - (3) Auto maintenance or repair establishment of any type

- (4) Automobile wash, automatic or self-serve
 - (5) Banquet halls, assembly halls, dance halls, private clubs, fraternal order halls, lodge halls or similar places of assembly except where accessory to a permitted office or lodging use
 - (6) Carnivals, fairs, commercial cider mills and amusement parks
 - (7) Churches
 - (8) Convenience stores with gasoline sales
 - (9) Permanent or temporary dome structures
 - (10) Fruit stands (outdoor sales of fruit and nursery goods) except when accessory to a permitted use
 - (11) Kennels, of any kind
 - (12) Laundromats
 - (13) Leasing or sales or display of trucks, trailers, boats, recreational vehicles, construction equipment and similar vehicles
 - (14) Mini storage warehouses
 - (15) Outdoor commercial display, sales, storage or temporary staging of items as a principal or accessory use, unless screened from public view
 - (16) Outdoor private recreation facilities such as, but not limited to, miniature golf, driving ranges, batting cages, go cart tracks, and in line skating rinks
 - (17) Restaurants with drive through facilities, except Township Board may approve up to one upon determination that the project shall be integrated into the design concept for the overall PUD
 - (18) Educational establishments including public schools, parochial schools, vocational trade schools, colleges, universities and commercial schools such as dance academies or martial arts studios
 - (19) Industrial uses, except for a research and development uses, and micro-breweries associated with a restaurant
 - (20) Any other use not specifically authorized under the appropriate zoning district
- (d) Traffic Circulation, Operations and Access
- (1) A traffic impact study shall be provided as described in Article 18. Such study shall evaluate the impact of the project at each access point and existing major intersections where volumes from the PUD are projected increase daily or hourly volumes by 5% or more. The traffic study shall include methods to

mitigate impacts, and describe timing and responsibility for funding such improvements.

- (2) Access shall be limited to one major entrance along any arterial, excluding an entrance designed solely for truck traffic. Additional access points shall only be considered if spaced at least 500 feet apart and a traffic impact study demonstrates overall traffic operations and safety will be improved.
 - (3) Access points shall be at least 600 feet from the intersection of arterial roadways or interchange ramps provided the spacing may be modified by the Township, with input from road agency staff, to minimize conflicts with traffic operations at intersections or existing access points, or to meet signal spacing standards if it is determined the access may require signalization.
 - (4) Main access points shall be spaced from existing signalized intersections to ensure proper spacing and progression if the main access point is signalized in the future. The site design shall direct traffic flow to use the main access points.
 - (5) Interior drives shall provide circulation between uses.
 - (6) Stacking or queuing depth at site access points shall be sufficient to accommodate expected peak hour volumes without conflict to inbound or internal circulation.
 - (7) Additional right of way shall be provided to accommodate improvements to the existing arterial roadway system that are planned or required to mitigate traffic associated with the PUD.
 - (8) A pedestrian circulation system shall be provided throughout the site and along existing arterials.
- (e) Site Design. The following site elements shall be provided:
- (1) An extensively landscaped greenbelt shall be provided along existing public streets. Said greenbelt shall include closely spaced street trees and hedge rows to screen the parking lot. Low, undulating (horizontal and vertical) berms or an architectural feature (decorative stone or brick wall, wrought iron fencing, or combination) may be permitted.
 - (2) Site design and landscaping shall diminish the prominence of parking lots as viewed from public streets
 - (3) A Township entranceway landmark shall be provided near the intersection of any arterial streets or expressway ramps. The type and design of said landmark shall be determined as part of the conceptual plan approval.
 - (4) Pedestrian gathering and seating plazas, greenways and tree lined drives shall be within parking lots and throughout the site to provide an inviting pedestrian environment, protection of the pedestrian from vehicular circulation for improve traffic operations and views.

- (5) One parking lot tree shall be provided for each 2000 square feet of paved parking, including aisles, service areas, driveways and drives. At least 1/2 of the parking lot trees shall be within the parking lot inside islands or medians. A majority of the islands shall be a minimum 18 feet wide. Landscape areas shall be irrigated.
 - (6) Ornamental lighting shall be provided along arterials and throughout major circulation drive within the site.
 - (7) Other site amenities to create a pedestrian scale environment shall be provided such as bike racks, benches, information kiosks, art, planters or streetscape elements to separate mainline buildings from the parking lots.
 - (8) Any detention areas visible from the roadway, parking lot, residential dwellings, primary entrances to buildings or other predominant views shall have a maximum 6:1 slope and be designed to have a natural appearance, such as variable shape, natural arrangement of landscape materials, aerated fountains, and use of boulder accent walls or other similar design features.
 - (9) Unless otherwise provided in the PUD agreement, Signs shall comply with the standards of Article 16, provided sign types and materials shall be consistent with the overall architectural design of the PUD, and all freestanding signs shall be monument type with a base to match the building materials and landscaping around the sign integrated into the overall landscape plan. Wall and monument signs shall be channel cut letters on non-illuminated background panels. Temporary window signs shall be prohibited.
- (f) Architecture. Information on architecture and building design (elevations or perspectives, materials and description of design standards) shall be submitted with the concept plan and comply with the following:
- (1) Architecture throughout the development shall be compatible based on a design theme established with the Concept Plan and described in the PUD Agreement.
 - (2) Buildings shall utilize high quality architecture with variable building lines, peaked roofs, architectural accents, and brick facades. Peaked roof lines shall not be designed to create false, parapet style facades.
 - (3) The depth of the front building line shall be varied to break up the building massing.
 - (4) The predominant material utilized on facades that are visible from a public right of way or parking lots shall be brick. Other materials may be used for architectural accents, provided such materials shall have the appearance of wood or cut or cast stone.
 - (5) A building or buildings shall face (front facade or side elevation with appearance of a front facade) the intersection of existing arterial streets. The building(s) shall have distinct architecture that creates a prominent landmark at the intersection, with no loading or utility areas that face the intersection.

There shall be a landscaped plaza in front of the building or between buildings. Parking shall be behind this building where practical.

- (g) Utilities. The Concept Plan shall include a Utility Master Plan, based on guidelines provided by the Township Engineer. The Utility Master Plan shall show connection points to existing utilities, and concepts for the layout, size and phasing of utilities.

10.03.06 Interchange Planned Unit Developments (Commercial and Campus)

- (a) Intent. The intent of the Interchange PUDs is to promote comprehensive and long-term planning of appropriate land uses, innovative architectural design, high quality building materials, and a walkable environment for pedestrians.
- (b) Master Plan and Subarea Plans. All Interchange PUD proposals shall demonstrate conformance to the land use, site design, and access management strategies and recommendations contained within the Genoa Township Master Plan and Subarea Plans.
- (c) Land Use.

- (1) ICPUD: permitted land uses include restaurants (fast food, sit-down, and take out), auto/gasoline service stations, retail/service, hotels, entertainment (movie theaters, indoor commercial recreation, etc.), conference centers, financial institutions, and offices. The Township may permit additional compatible uses as part of the approval process. The list of permitted uses proposed for a development shall be included in the PUD Agreement for review and approval by the Township. All proposed uses shall comply with the conditions of Section 7.02.02.

- (2) CAPUD: The intent of the CAPUD district is to provide locations in the Township to accommodate offices, laboratories, and related "high tech" uses, involved in such activities as engineering, design, research and development, robotics research, prototype development, demonstration and display laboratories, testing laboratories, and other research and high technology activities of similar character and intensity. On a limited basis, complementary uses are permitted, such as restaurants that primarily serve employees in the immediate area.

It is intended that such uses be located in attractive buildings on amply landscaped, carefully planned sites, and preserving significant natural features. The activities of such uses do not generate offensive external impacts and operations that generate high levels of noise, heat or glare, air pollution, odors, wastewater, or truck traffic, are not considered appropriate in this district. The list of permitted uses proposed for a development shall be included in the PUD Agreement for review and approval by the Township.

- a. Principal permitted uses include:
 - i. Research and development facilities.
 - ii. Research and support laboratories.
 - iii. Offices for the following occupations: executive, medical, dental, administrative, and professional, including architecture, planning, engineering and engineering sales.

- iv. Hospitals, clinics and medical research facilities.
 - v. Colleges, universities, and other institutions of higher learning.
 - vi. Corporate and technical education and training facilities.
 - vii. Multimedia production facilities.
 - viii. Microbrewer or small distiller.
 - ix. Data processing and computer centers, including computer programming and software development, training, and service of electronic data processing equipment.
 - x. Essential public services and structures, not including buildings and storage yards.
 - xi. Accessory uses, buildings, and structures customarily incidental to any of the above. Examples include security work, administration offices, and storage and distribution incidental to the primary use of the site.
- b. Special land uses include:
- i. Any permitted use over 40,000 square feet.
 - ii. Prototype manufacturing facilities for engineering, laboratory, scientific, electronic, and research instruments and equipment.
 - iii. Light industrial uses where activities involve high technology research and development type uses.
 - iv. Indoor commercial recreation or fitness centers (excluding dome structures).
 - v. Arenas, stadiums, and skating rinks.
 - vi. Accessory restaurants, personal and business service uses that are intended to primarily serve the occupants and patrons of the principal use; provided that, any such uses shall be an incidental use. Permitted accessory restaurant and service uses shall be limited to the following:
 - 1. Personal and business service establishments as identified in Table 7.02 that are intended to serve workers and visitors in the district, such as dry-cleaning establishments, travel agencies, tailor shops, and similar establishments.
 - 2. Restaurants, cafeterias, and other places serving food and beverages which are permitted by right in the NSD.

- c. Compatible Uses: A land use which is not cited by name as a permitted or special land use may be permitted upon determination by the Township Board, following a recommendation by the Planning Commission that such use is clearly similar in nature and has the same character and intensity as those uses listed in this district as either principal permitted uses or special land uses. In making such a determination, all of the following shall be considered:
 - i. Specific characteristics of the use in question shall be compared with the characteristics of the uses which are permitted. Such characteristics shall include, but are not limited to, truck and vehicular traffic generation, types of services offered, types of goods produced, methods of operation, impacts from noise, air contaminants, odor, heat, fire hazards, and water contaminants, and building and site characteristics.
 - ii. The proposed use shall be compatible and in accordance with the goals, objectives and policies of the Genoa Township Master Plan and promote the intent of the development agreement and Section 10.03.06.
 - iii. The land use shall not impair the use and development of other nearby properties.
 - iv. If a proposed use is determined to be similar to and compatible with uses in the district the Planning Commission shall decide whether the proposed use shall be permitted by right, as a special land use, or as a permitted accessory use. The Planning Commission shall have the authority to establish additional standards and conditions under which a use may be permitted in the district.
 - d. Required conditions. Except as otherwise noted, buildings and uses in the CAPUD shall comply with the following requirements:
 - i. All uses and business activities shall comply with the use conditions of 7.02.02, 8.02.02, and the performance standards in article 13.05.
 - ii. All business activity shall be conducted within a completely enclosed building, unless otherwise specified. Outdoor storage shall be prohibited.
 - iii. Any indoor storage must be clearly accessory to the principal permitted use.
 - iv. Notwithstanding the limitations on outside storage, commercially used or licensed vehicles used in the normal operation of a permitted use may be parked on the site in the rear only.
- (d) Dimensional Standards: All buildings, structures, accessory structures and parking areas shall meet the minimum setback standards of the Industrial District, Section 8.03.01 for the CAPUD and the Regional Commercial District, Section 7.03.01 for the ICPUD as specified in the Table of Dimensional Standards, along the exterior boundaries of the site. Internal setbacks and maximum building height shall be determined by the Planning Commission

during review of the PUD concept plan. To encourage flexibility and creativity consistent with the intent of the PUD, the Township may permit specific departures from the dimensional requirements of the Zoning Ordinance as a part of the approval process. Any regulatory modification shall be approved through a finding by the Township that the deviation shall result in a higher quality of development than would be possible using conventional zoning standards.

(e) Site Design. All Interchange PUD proposals shall comply with the standards of Section 10.03.05 e above.

(f) Architecture. All Interchange PUD proposals shall comply with the standards of Section 10.03.05 f above. The Planning Commission may allow for alternative innovative high quality exterior façade materials such as fiber cement and metal panels for buildings in the CAPUD district to create a research and office-park environment provided that the materials proposed to be used are found by the Planning Commission to be in keeping with the intent and purpose of this Section, in consideration of the character of surrounding uses and the design recommendations of the master plan.

(g) Access Management and Connectivity.

(1) ICPUD:

- a. No access points other than Beck Road are permitted along South Latson Road between the interchange and the rail line.
- b. Development shall incorporate shared access points to limit the number of driveways along Beck Road and shall comply with Section 15.06 Access Management.
- c. Acceptable road levels of service (LOS) shall be maintained by careful access management strategies and road improvements.
- d. Sites shall be designed to incorporate cross-access easements and connectivity for vehicular, bicycle, and foot traffic.

(2) CAPUD:

- a. The primary access to the area west of South Latson Road, south of the railroad, shall be aligned with Sweet Road.
- b. Secondary access points shall be limited and/or restricted. Restricted driveways shall be designed to be intuitive with minimal signage. All access points shall be aligned with access points across the road and shall be separated from other intersections and access points on the same side of the road by at least 500 feet.
- c. Sites shall be designed to incorporate frontage roads, service roads, and cross-access easements to allow connectivity for vehicular, bicycle, and foot traffic. The use of landscaped boulevards is encouraged.

(h) Utilities. The Concept Plan shall include a Utility Master Plan, based on guidelines provided by the Township Engineer. The Utility Master Plan shall show connection points

to existing utilities, and adjacent properties where appropriate and concepts for the layout, size, and phasing of utilities, which shall include water, sanitary sewer and stormwater controls.

- (i) Future Transition Area. Appropriately timed incremental southward expansion of the CAPUD is anticipated. Evaluation factors for expansion include the following considerations:
- (1) The amount and capacity of undeveloped land remaining within the growth framework areas shall be analyzed and a determination shall be made that additional land area is needed to justify expanding boundaries.
 - (2) Projected population growth within the Township and demand for additional land areas for development.
 - (3) Present and planned sanitary sewer capacity.
 - (4) The capacity and condition of the road system.
 - (5) The ability of the Township, County and other public agencies to provide necessary services to the new growth areas and the additional resulting population.
 - (6) Impact on public health, safety and welfare.
 - (7) Changes to conditions considered at the time of the subarea plan.
 - (8) Inclusion of integrated open space for active and passive recreation.
 - (9) Environmental constraints and sensitivity.
 - (10) Adverse impact to adjacent or nearby property.
 - (11) Sensitive transitions to residential and agricultural land can be achieved.
 - (12) Other relevant criteria deemed appropriate by the Township.

(as amended 09/04/18)

Sec. 10.04 APPLICATION AND REVIEW PROCEDURE

10.04.01 Process for rezoning to appropriate PUD designation, Conceptual PUD Plan, Environmental Impact Statement and PUD Agreement.

- (a) An optional pre-application workshop with the Planning Commission may be requested by the applicant to discuss the appropriateness of a PUD concept, solicit feedback and receive requests for additional materials supporting the proposal. An applicant desiring such a workshop shall request placement on the Planning Commission agenda.
- (b) The applicant shall prepare and submit to the Zoning Administrator a request for rezoning to the appropriate PUD designation. The application shall include all Conceptual Submittal items listed in Section 10.05 and shall be submitted in

accordance with the procedures and requirements set by resolution of the Township Board.

- (c) The Planning Commission shall review the rezoning request, the Conceptual PUD Site Plan, the Impact Statement and PUD Agreement, conduct a public hearing, and make a recommendation to the Township Board and Livingston County Planning Commission based on the review standards of Section 10.07. Notice of public hearing shall be provided for in accordance with section 21.05.
- (d) Within thirty (30) days following receipt of a recommendation from the Planning Commission, the Livingston County Planning Commission shall conduct a public hearing on the requested PUD rezoning and make a recommendation for approval or denial to the Township Board.
- (e) The applicant shall make any revisions to incorporate conditions noted by the Planning Commission and submit the required copies to the Zoning Administrator to provide sufficient time for review prior to the Township Board meeting.
- (f) Within ninety (90) days following receipt of a recommendation from the Planning Commission and Livingston County, the Township Board shall conduct a public hearing on the requested PUD rezoning, Conceptual PUD Site Plan and PUD Agreement and either approve, deny or approve with a list of conditions made part of the approval. Notice of public hearing shall be provided for in accordance with section 21.05. The Township Board may require a resubmittal of the application reflecting the conditions for approval by the Zoning Administrator, and Township consultants if appropriate. (as amended 12/31/06)

10.04.02 **Expiration:** Approval of the Conceptual PUD Site Plan by the Township Board shall confer upon the owner the right to proceed through the subsequent planning phase for a period not to exceed two (2) years from date of approval. If application for Final PUD Site Plan approval is not requested within this time period, resubmittal of a new PUD concept plan and application shall be required. The Township Board may extend the period up to an additional two (2) years, if requested in writing by the applicant prior to the expiration date.

10.04.03 **Process for Final PUD Site Plan(s)**

- (a) The applicant shall submit the required copies of all necessary information meeting the requirements of Section 10.06 of this ordinance to the Zoning Administrator at least thirty (30) days prior to the Planning Commission meeting at which the Planning Commission shall first review the request. If the PUD involves a platted subdivision, the Final Site Plan may be processed concurrently as a Preliminary Plat.
- (b) Upon submission of all required materials and fees, the Planning Commission shall review the Final PUD Plan, the Impact Statement, and PUD Agreement and make a recommendation to the Township Board based on the review standards of Section 10.08.
- (c) The applicant shall make any revisions to incorporate conditions noted by the Planning Commission and submit the required copies to the Zoning Administrator to provide sufficient time for review prior to the Township Board meeting.

- (d) Within ninety (90) days following receipt of a recommendation from the Planning Commission, the Township Board shall conduct a public hearing on the requested Final PUD Plan, the Environmental Impact Statement, and PUD Agreement and either approve, deny or approve with a list of conditions made part of the approval. The Township Board may require a resubmittal of the application reflecting the conditions for approval by the Zoning Administrator, and Township consultants if appropriate. (as amended 3/5/10)
- (e) If the Final PUD Site Plan was approved with conditions, the applicant shall submit a revised site plan to the Zoning Administrator for approval prior to the issuance of any building permits.

Sec 10.05 CONCEPTUAL SUBMITTAL REQUIREMENTS

The purpose of the conceptual review is to provide a mechanism whereby the applicant can obtain a substantial review of the proposed project in order to prepare final site engineering and architecture plans, and to execute necessary agreements between the applicant and the Township. The required number of copies of each of the following items shall be submitted by the applicant or as required by the Township:

- 10.05.01 Current proof of ownership of the land to be utilized or evidence of a contractual ability to acquire such land, such as an option or purchase agreement.
- 10.05.02 A completed application form, supplied by the Zoning Administrator, and an application fee. A separate escrow deposit may be required for administrative charges to review the PUD submittal.
- 10.05.03 An Impact Assessment meeting the requirements of Article 18. A traffic impact study may be required at the discretion of the Township or as otherwise stated in this ordinance which meets the requirements of Article 18.
- 10.05.04 A complete PUD Agreement for review which shall:
 - (a) Set forth the conditions upon which the approval is based, with reference to the approved Site Plan or Plat Plan and Impact Statement and a description of all deviations from Township regulations that have been requested and approved.
 - (b) When open space or common areas are indicated in the PUD plan for use by the residents, the open space or common areas shall be conveyed in fee, placed under a conservation easement or otherwise committed by dedication to an association of the residents, and the use shall be irrevocably dedicated in perpetuity and retained as open space for park, recreation, conservation or other common uses.
 - (c) Set forth a program and financing for maintaining common areas and features, such as walkways, signs, lighting and landscaping.
 - (d) Assure that trees and woodlands will be preserved as shown on the site plan, or replaced on a caliper for caliper basis.
 - (e) Assure the construction, improvement and maintenance of all streets and necessary utilities (including public water, wastewater collection and treatment) to mitigate the impacts of the PUD project through construction by the developer, bonds or other

satisfactory means, for any and all phases of the PUD. In the case of phased PUD's this requirement shall be reviewed at the time of any final site plan approval.

- (f) Address any other concerns of the Township regarding construction and maintenance.
- 10.05.05 Sheet size of submitted drawings shall be at least 24-inches by 36 inches, with graphics at an engineer's scale.
- 10.05.06 Cover Sheet providing:
- (a) the applicant's name;
 - (b) the name of the development;
 - (c) the preparer's name and professional seal of architect, engineer, surveyor or landscape architect indicating license in the State of Michigan;
 - (d) date of preparation and any revisions;
 - (e) north arrow;
 - (f) property lines and dimensions;
 - (g) complete and current legal description and size of property in acres;
 - (h) small location sketch of the subject site and area within one-half mile; and scale;
 - (i) zoning and current land use of applicant's property and all abutting properties and of properties across any public or private street from the PUD site;
 - (j) lot lines and all structures on the property and within one-hundred (100) feet of the PUD property lines;
 - (k) location of any access points on both sides of the street within one-hundred (100) feet of the PUD site along streets where access to the PUD is proposed.
- 10.05.07 A Plan Sheet(s) labeled Existing Site Conditions, including the location of existing buildings and structures, rights-of-way and easements, significant natural and historical features, existing drainage patterns (by arrow), surface water bodies, floodplain areas, wetlands over two acres in size, the limits of major stands of trees and a tree survey indicating the location, species and caliper of all trees with a caliper over eight (8) inches, measured four feet above grade. This sheet shall also illustrate existing topography of the entire site at two (2) foot contour intervals and a general description of grades within one-hundred (100) feet of the site. A reduced copy of this sheet may be included in the Impact Statement.
- 10.05.08 For projects with a residential component, a concept plan that illustrates how the site could be practically developed under current zoning standards. This drawing may be used to determine the base density of the project.
- 10.05.09 A Conceptual PUD Site Plan Sheet including:

- (a) Conceptual layout of proposed land use, acreage allotted to each use, residential density overall and by underlying zoning district (calculations shall be provided for both overall and useable acreage), building footprints, structures, roadways, parking areas, drives, driveways, pedestrian paths, gathering areas and identification signs. Calculations of the size of uses to confirm compliance with Section 10.03.04 for the Non-residential PUD option.

Note: Useable area is total area less public road rights-of-way, year-round surface water bodies, and MDNR regulated wetlands.

- (b) Building setbacks and spacing.
- (c) General location and type of landscaping proposed (evergreen, deciduous, berm, etc.) noting existing trees over eight inches in caliper to be retained, and any woodlands that will be designated as “areas not to be disturbed” in development of the PUD.
- (d) A preliminary layout of contemplated storm water drainage, detention pond location, water supply and wastewater disposal systems, any public or private easements, and a note of any utility lines to be removed.
- (e) Calculations to demonstrate compliance with minimum open space requirements shall be provided.
- (f) Preliminary architectural design information shall be provided to the satisfaction of the Township.
- (g) If a multi-phase Planned Unit Development is proposed, identification of the areas included in each phase. For residential uses identify the number, type, and density proposed by phase.
- (h) A Utility Master Plan shall be required based on guidelines provided by the Township Engineer. The Utility Master Plan shall show connection points to existing utilities, and concepts for layout, size and phasing of utilities.

Sec. 10.06 FINAL PUD SITE PLAN SUBMITTAL REQUIREMENTS

The final submittal shall include the required number of copies of each of the following items:

- (a) All materials required by Article 18, Site Plan Review, including an Impact Statement and Traffic Impact Statement as required.
- (b) A hydrologic impact assessment describing the existing ground and surface water resources including, but not limited to, a description of the water table, direction of groundwater flow, recharge and discharge areas, lake levels, surface drainage, floodplains, and water quality as well as the projected impact of the proposed development on such resources, in particular impacts associated with water supply development, wastewater disposal, and storm water management.
- (c) A final copy of the approved PUD Agreement that meets the requirements outlined in Section 10.05.04.

- (d) Non-Residential Projects: Additional information required for a complete review under the standards of Section 10.03.04.
- (e) Any other additional information deemed appropriate by the Township.

Sec. 10.07 STANDARDS FOR APPROVAL OF CONCEPTUAL PUD SITE PLAN

10.07.01 **Standards for Approval.** Based upon the following standards, the Planning Commission may recommend denial, approval, or approval with conditions, and the Township Board may deny, approve, or approve with conditions the proposed planned unit development.

- (a) The planned unit development meets the qualification requirements.
- (b) The uses proposed shall have a beneficial effect, in terms of public health, safety, welfare, or convenience, on present and future potential surrounding land uses. The uses proposed will not adversely affect the public utility and circulation system, surrounding properties, or the environment. The public benefit shall be one which could not be achieved under the regulations of the underlying district alone, or that of any other zoning district.
- (c) The planned unit development is generally consistent with the goals, objectives and land use map of the Master Plan.
- (d) Judicious effort has been used to preserve significant natural and historical features, surface and underground water bodies and the integrity of the land.
- (e) Public water and sewer facilities are available or shall be provided for by the developer as part of the site development. The Planning Commission may approve an RPUD without public water and sewer, provided all lots shall be at least one (1) acre in area and the requirements of the County Health Department are met.
- (f) Safe, convenient, uncongested, and well-defined vehicular and pedestrian circulation within and to the site is provided. Roads and driveways shall comply with the Township Subdivision Control Ordinance, Livingston County Road Commission standards and the private road regulations of Article 15, as applicable. Drives, streets and other elements shall be designed to discourage through traffic, while promoting safe and efficient traffic operations within the site and at its access points. The site shall provide for inter-connection of roads and the future integration of circulation between adjacent sites.
- (g) Common open space shall be provided including natural areas, community greens, plazas and recreation areas. The open space and all other elements shall be in an appropriate location, suitably related to each other, the site and surrounding lands. The common open space may either be centrally located along the road frontage of the development, located to preserve significant natural features, or located to connect open spaces throughout the development. Connections with adjacent open space, public land or existing or planned pedestrian/bike paths may be required by the Township. Grading in the open space shall be minimal, with the intent to preserve existing significant topographic features, where such resources exist.
- (h) Any deviations from the applicable zoning regulations are reasonable and meet the intent of this Article.

10.07.02 **Conditions.** The Township Board may impose additional reasonable conditions to: 1) insure that public services and facilities affected by a Planned Unit Development will be capable of accommodating increased service and facility loads caused by the Planned Unit Development, 2) protect the natural environment and conserve natural resources and energy, 3) insure compatibility with adjacent uses of land, and 4) promote the use of land in a socially and economically desirable manner.

Sec. 10.08 FINAL PUD SITE PLAN APPROVAL STANDARDS

Based upon the following standards, the Planning Commission may recommend denial, recommend approval, or approval with conditions, and the Township Board may deny, approve with conditions the proposed planned unit development.

10.08.01 **Consistency with Preliminary PUD.** The Final PUD Plan and associated documents shall be reviewed for consistency with the approved Conceptual PUD Plan, PUD Agreement and associated documents and any conditions required by the Township.

10.08.02 **Final Site Plan Review.** The Final PUD Plan and associated documents shall be reviewed in accordance with Article 18 Site Plan Review, Township Subdivision Regulations, Township Condominium Ordinance and any other applicable regulatory document.

10.08.03 **Non-residential.** Non-residential PUD projects shall be reviewed for compliance with the standards set forth in Section 10.03.04.

10.08.04 **Conditions.** The Township may impose additional reasonable conditions to: 1) insure that public services and facilities affected by a Planned Unit Development will be capable of accommodating increased service and facility loads caused by the Planned Unit Development, 2) protect the natural environment and conserve natural resources and energy, 3) insure compatibility with adjacent uses of land, and 4) to promote the use of land in a socially and economically desirable manner.

10.08.05 **Phases.** For a PUD that is being developed in phases, final site plan approval for each phase shall be conditioned upon continued compliance of all phases with the Conceptual PUD Plan and PUD Agreement, as may be amended by the Township. The Township Board may postpone the approval of any final site plan for subsequent phases until previously approved phases of the PUD are brought into compliance with the requirements of the Conceptual PUD Plan and PUD Agreement.

Sec. 10.09 SCHEDULE OF CONSTRUCTION

10.09.02 **Construction.** Final site plan approval of a PUD, PUD phase or a building within a PUD shall be effective for a period of three (3) years. Further submittals under the PUD procedures shall be accepted for review upon a showing of substantial progress in development of previously approved phases, or upon a showing of good cause for not having made such progress.

10.09.04 **Residential Phasing.** In the development of a PUD, the percentage of one-family dwelling units under construction, or lots sold, shall be at least in the same proportion to the percentage of multiple family dwelling units under construction at any one time, provided that this Section shall be applied only if one-family dwelling units comprise twenty-five (25%) percent or more of the total housing stock proposed for the PUD. Non-residential structures designed to serve the PUD residents shall not be built until the PUD has enough dwelling units built to support

such non-residential use. The Planning Commission may modify this requirement in their conceptual or final submittal review process.

Sec. 10.10 APPEALS AND VIOLATIONS

10.10.01 **Zoning Board of Appeals:** The Zoning Board of Appeals shall have the authority to hear and decide appeal requests by individual lot owners for variances from the Genoa Township Zoning Ordinance following final approval of the PUD. However, the Zoning Board of Appeals shall not have the authority to reverse the decision of the Township Board on a PUD concept, or final site plan, change any conditions placed by the Planning Commission, or Township Board or grant variances to the PUD site plan, written PUD agreement or the requirements of this article.

10.10.02 **Violations:** A violation of the PUD plan or agreement shall be considered a violation of this Ordinance.

Sec. 10.11 AMENDMENTS AND DEVIATIONS FROM APPROVED FINAL PUD SITE PLAN

10.11.01 **Deviations following approval:** Deviations following approval of the Final PUD Site Plan may occur only when an applicant or property owner who was granted Final PUD Site Plan approval notifies the Zoning Administrator of the proposed amendment to such approved site plan in writing, accompanied by a site plan illustrating the proposed change. The request shall be received prior to initiation of any construction in conflict with the approved Final PUD Site Plan.

10.11.02 **Procedure:** Within fourteen (14) days of receipt of a request to amend the Final PUD Site Plan, the Zoning Administrator shall determine whether the change is major, warranting review by the Planning Commission, or minor, allowing administrative approval, as noted below.

10.11.03 **Minor changes:** The Zoning Administrator may approve the proposed revision upon finding the change would not alter the basic design nor any conditions imposed upon the original plan approval by the Planning Commission. The Zoning Administrator shall inform the Planning Commission of such approval in writing. The Zoning Administrator shall consider the following when determining a change to be minor.

- (a) For residential buildings, the size of structures may be reduced; or increased by five percent (5%), provided the overall density of units does not increase and the minimum square footage requirements are met.
- (b) Gross floor area of non-residential buildings may be decreased; or increased by up to five percent (5%) or 10,000 square feet, whichever is smaller.
- (c) Floor plans may be changed if consistent with the character of the use.
- (d) Horizontal and/or vertical elevations may be altered by up to five percent (5%).
- (e) Relocation of a building by up to five (5) feet, if consistent with required setbacks and other standards.
- (f) Designated "Areas not to be disturbed" may be increased.

- (g) Plantings approved in the Final PUD Landscape Plan may be replaced by similar types of landscaping on a one-to-one or greater basis. Any trees to be preserved which are lost during construction may be replaced by at least two (2) trees of the same or similar species.
- (h) Improvements or slight relocation of site access or circulation, such as inclusion of deceleration lanes, boulevards, curbing, pedestrian/bicycle paths, etc.
- (i) Changes of building materials to another of higher quality, as determined by the Zoning Administrator.
- (j) Slight modification of sign placement or reduction of size.
- (k) Internal rearrangement of parking lot which does not affect the number of parking spaces or alter access locations or design.
- (l) Changes required or requested by the Township, County or state for safety reasons.

10.11.04 **Major Changes:** Where the Zoning Administrator determines the requested amendment to the approved Final PUD Site Plan is major, resubmittal to the Planning Commission shall be required. Should the Planning Commission determine that the modifications to the Final PUD Site Plan significantly alter the intent of the Conceptual PUD Site Plan, a revised conceptual PUD Site Plan shall be submitted according to the procedures outlined in Section 10.04 illustrating the modification shall be required.



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

MEMORANDUM

TO: Honorable Board of Trustees
FROM: Kelly VanMarter, Township Manager
DATE: September 10, 2024
RE: Fund 202 & Fund 249 - Budget Amendments

Agenda item 10 includes a number of budget amendments which impact Fund 202, SAD Roads and Lake and Fund 249, Building and Grounds. To assist in your review, please find attached a copy of the fund budgets with the requested changes highlighted. A summary of these amendments is provided below for your consideration.

Fund 202 – SAD Roads and Lakes

The reduced construction costs for the Grand Ravines (Debora Drive) special assessment project and the approval of new special assessment districts for the Earl Lake and Milroy Lane/Mystic Lake Drive necessitate budget amendments to Fund 202.

| AMEND DEPARTMENT #497 – DEBORA DRIVE (WINTER 2024-2038) | | | | |
|---|-----------------|------------------|-----------|--------------------|
| Fund Type | Fund Number | Description | Existing | Proposed Amendment |
| Revenue | 202-497-628-005 | SAD Principle | \$23,533 | \$12,276 |
| Revenue | 202-497-665-001 | Interest | \$7,060 | \$1,535 |
| Appropriation | 202-497-801-075 | Project Expenses | \$390,000 | \$223,136 |

Following approval of Resolution #5 for the Milroy Lane and Mystic Lake Drive Road Rehabilitation project and the Earl Lake Aquatic Weed Control special assessment districts, the following amendments are necessary to the budget.

| NEW DEPARTMENT #499 – MILROY LANE & MYSTIC LAKE DRIVE (WINTER 2024-2038) | | | |
|--|-----------------|------------------|--------------------|
| Fund Type | Fund Number | Description | Proposed Amendment |
| Revenue | 202-499-628-005 | SAD Principle | \$55,600 |
| Revenue | 202-499-665-001 | Interest | \$2,780 |
| Appropriation | 202-499-801-075 | Project Expenses | \$619,000 |

| NEW DEPARTMENT #576 – EARL LAKE AQUATIC WEED CONTROL (WINTER 2024-2038) | | | |
|---|-----------------|------------------|--------------------|
| Fund Type | Fund Number | Description | Proposed Amendment |
| Revenue | 202-576-628-005 | SAD Principle | \$2,789 |
| Appropriation | 202-576-801-075 | Project Expenses | \$2,264 |

SUPERVISOR

Bill Rogers

CLERK

Paulette A. Skolarus

TREASURER

Robin L. Hunt

TRUSTEES

Jean W. Ledford

Terry Croft

Diana Lowe

Jeff Dhaenens

MANAGER

Kelly VanMarter

September 10, 2024

Fund 202 & Fund 249 Budget Amendments

Page 2 of 2

Fund 249 – Building and Grounds

This amendment involves the Miscellaneous Expenses line item in the Building and Grounds Fund (#249-265-955-000). This amendment is associated with a change in banks from one that didn't charge bank fees to a bank that does charge fees but offers a better interest rate.

| AMEND DEPARTMENT #265 – BUILDING AND GROUNDS | | | | |
|--|-----------------|----------------|----------|--------------------|
| Fund Type | Fund Number | Description | Existing | Proposed Amendment |
| Appropriation | 249-265-955-000 | Misc. Expenses | \$0 | \$1,500 |

I look forward to discussing this with you at the meeting. Please let me know if you have any questions.

Sincerely,



Kelly VanMarter
Township Manager

09/10/2024

BUDGET REPORT FOR GENOA TOWNSHIP

Calculations as of 03/31/2025

| | | | |
|----------|----------|---------|-----------|
| INCREASE | 2024-25 | 2024-25 | 2024-25 |
| DECREASE | ACTIVITY | AMENDED | REQUESTED |

| GL NUMBER | DESCRIPTION | THRU 03/31/25 | BUDGET | AMENDMENT |
|-----------|-------------|---------------|--------|-----------|
|-----------|-------------|---------------|--------|-----------|

Fund 202 - SAD ROADS AND LAKES

ESTIMATED REVENUES

Dept 000 - REVENUE

| | | | | |
|-------------------------------|----------|--------|--------|--------|
| 202-000-452-001 | INTEREST | 30,138 | 45,000 | 45,000 |
| Totals for dept 000 - REVENUE | | 30,138 | 45,000 | 45,000 |

Dept 448 - STREETLIGHTS

| | | | | |
|------------------------------------|-------------------------------------|----|-----|-----|
| 202-448-628-005 | WHITE PINES LIGHTING -SAD PRINCIPAL | 39 | 795 | 795 |
| Totals for dept 448 - STREETLIGHTS | | 39 | 795 | 795 |

Dept 478

| | | | | |
|-----------------------|-----------------------------------|-----|--------|--------|
| 202-478-628-005 | HOMESTEAD (S22-31) -SAD PRINCIPAL | 0 | 13,986 | 13,986 |
| 202-478-665-001 | HOMESTEAD (S22-31) -INTEREST | 290 | 2,238 | 2,238 |
| Totals for dept 478 - | | 290 | 16,224 | 16,224 |

Dept 484

| | | | | |
|-----------------------|-----------------------------------|-----|--------|--------|
| 202-484-628-005 | EARL LAKE (W18-25) -SAD PRINCIPAL | 710 | 18,803 | 18,803 |
| Totals for dept 484 - | | 710 | 18,803 | 18,803 |

Dept 485

| | | | | |
|-----------------------|---------------------------------------|---|--------|--------|
| 202-485-628-005 | NOVEL ESTATES (W18-25) -SAD PRINCIPAL | 0 | 10,964 | 10,964 |
| Totals for dept 485 - | | 0 | 10,964 | 10,964 |

Dept 489

| | | | | |
|-----------------------|------------------------------------|---|-------|-------|
| 202-489-628-005 | BLACK OAKS (W21-30) -SAD PRINCIPAL | 0 | 922 | 922 |
| 202-489-665-001 | BLACK OAKS (W21-30) -INTEREST | 0 | 129 | 129 |
| Totals for dept 489 - | | 0 | 1,051 | 1,051 |

Dept 490

| | | | | |
|-----------------------|------------------------------------|-----|-------|-------|
| 202-490-628-005 | DARLENE DR (W21-30) -SAD PRINCIPAL | 0 | 2,867 | 2,867 |
| 202-490-665-001 | DARLENE DR (W21-30) -INTEREST | 370 | 402 | 402 |
| Totals for dept 490 - | | 370 | 3,269 | 3,269 |

Dept 491

| | | | | |
|-----------------------|----------------------------------|-----|-------|-------|
| 202-491-628-005 | ELMHURST (S20-26) -SAD PRINCIPAL | 0 | 7,612 | 7,612 |
| 202-491-665-001 | ELMHURST (S20-26) -INTEREST | 514 | 457 | 457 |
| Totals for dept 491 - | | 514 | 8,069 | 8,069 |

Dept 492

| | | | | |
|-----------------|----------------------------------|---|--------|--------|
| 202-492-628-005 | MCNAMARA (S23-32) -SAD PRINCIPAL | 0 | 13,947 | 13,947 |
| 202-492-665-001 | MCNAMARA (S23-32) -INTEREST | 0 | 2,546 | 2,546 |

| | | | | |
|---|---|--------|--------|--------|
| Totals for dept 492 - | | 0 | 16,493 | 16,493 |
| Dept 494 | | | | |
| 202-494-628-005 | STILLRIVER (S23-32) -SAD PRINCIPAL | 0 | 9,220 | 9,220 |
| 202-494-665-001 | STILLRIVER (S23-32) -INTEREST | 0 | 1,659 | 1,659 |
| Totals for dept 494 - | | 0 | 10,879 | 10,879 |
| Dept 495 | | | | |
| 202-495-628-005 | TIMBERVIEW PRIV (W23-32)-SAD PRINCIPLE | 0 | 3,795 | 3,795 |
| 202-495-665-001 | TIMBERVIEW PRIV (W23-32)-INTEREST | 0 | 683 | 683 |
| Totals for dept 495 - | | 0 | 4,478 | 4,478 |
| Dept 496 | | | | |
| 202-496-628-005 | CRYSTAL VALLEY (S24-33) - SAD PRINCIPLE | 13,284 | 36,900 | 36,900 |
| 202-496-665-001 | CRYSTAL VALLEY (S24-33) - INTEREST | 0 | 7,380 | 7,380 |
| Totals for dept 496 - | | 13,284 | 44,280 | 44,280 |
| Dept 497 | | | | |
| 202-497-628-005 | DEBORA DR (W24-38) -SAD PRINCIPLE | 0 | 23,533 | 12,276 |
| 202-497-665-001 | DEBORA DR (W24-38) -INTEREST | 0 | 7,060 | 1,535 |
| Totals for dept 497 - | | 0 | 30,593 | 13,811 |
| Dept 498 | | | | |
| 202-498-628-005 | LAKWOOD KNOLL (W24-38) -SAD PRINCIPAL | 45,768 | 57,900 | 57,900 |
| 202-498-665-001 | LAKWOOD KNOLL (W24-38) -INTEREST | 75 | 5,790 | 5,790 |
| Totals for dept 498 - | | 45,843 | 63,690 | 63,690 |
| Dept 499 | | | | |
| 202-499-628-005 | MILROY MYSTIC LK (W24-34) - SAD PRINC | 0 | 0 | 55,600 |
| 202-499-665-001 | MILROY MYSTIC LK (W24-34) - INTEREST | 0 | 0 | 2,780 |
| Totals for dept 499 - | | 0 | 0 | 58,380 |
| Dept 570 - LAKE IMPROVEMENTS | | | | |
| 202-570-628-005 | LK CHEMUNG (W23-27) -SAD PRINCIPAL | 3,960 | 48,222 | 48,222 |
| Totals for dept 570 - LAKE IMPROVEMENTS | | 3,960 | 48,222 | 48,222 |
| Dept 571 | | | | |
| 202-571-628-005 | PARDEE LK (W21-25) -SAD PRINCIPAL | 2,083 | 22,396 | 22,396 |
| Totals for dept 571 - | | 2,083 | 22,396 | 22,396 |
| Dept 572 | | | | |
| 202-572-628-005 | GRAND BEACH (W21-25) -SAD PRINCIPAL | 249 | 14,125 | 14,125 |
| Totals for dept 572 - | | 249 | 14,125 | 14,125 |
| Dept 573 | | | | |
| 202-573-628-005 | E/W CROOKED LK (S23-27) -SAD PRINCIPAL | 52 | 18,414 | 18,414 |
| Totals for dept 573 - | | 52 | 18,414 | 18,414 |

| | | | | |
|---|---|--------|-----------|-----------|
| Dept 575 | | | | |
| 202-575-628-005 | BAETCKE LK (S23-27) -SAD PRINCIPAL | 0 | 7,600 | 7,600 |
| Totals for dept 575 - | | 0 | 7,600 | 7,600 |
| Dept 576 | | | | |
| 202-576-628-005 | EARL LAKE (W24-29) - SAD PRINCIPLE | 0 | 0 | 2,789 |
| Totals for dept 576 - | | 0 | 0 | 2,789 |
| TOTAL ESTIMATED REVENUES | | 97,532 | 385,345 | 429,732 |
| APPROPRIATIONS | | | | |
| Dept 223 - AUDIT | | | | |
| 202-223-801-000 | AUDIT | 2,500 | 5,000 | 5,000 |
| Totals for dept 223 - AUDIT | | 2,500 | 5,000 | 5,000 |
| Dept 448 - STREETLIGHTS | | | | |
| 202-448-801-075 | WHITE PINES LIGHTING -PROJECT EXPENSE | 288 | 895 | 895 |
| Totals for dept 448 - STREETLIGHTS | | 288 | 895 | 895 |
| Dept 478 | | | | |
| 202-478-802-000 | HOMESTEAD (S22-31) -ANNUAL MAINT. EXP | 0 | 3,100 | 3,100 |
| Totals for dept 478 - | | 0 | 3,100 | 3,100 |
| Dept 487 | | | | |
| 202-487-801-075 | EDWIN DR (S19-23) -PROJECT EXPENSE | 1,045 | 3,800 | 3,800 |
| Totals for dept 487 - | | 1,045 | 3,800 | 3,800 |
| Dept 496 | | | | |
| 202-496-801-075 | CRYSTAL VALLEY (S24-33) - PROJECT EXP | 0 | 134,920 | 134,920 |
| Totals for dept 496 - | | 0 | 134,920 | 134,920 |
| Dept 497 | | | | |
| 202-497-801-075 | DEBORA DR (W24-38) -PROJECT EXP | 1,869 | 392,000 | 223,136 |
| Totals for dept 497 - | | 1,869 | 392,000 | 223,136 |
| Dept 498 | | | | |
| 202-498-801-075 | LAKWOOD KNOLL (S24-38) -PROJECT EXP | 3,019 | 1,014,000 | 1,014,000 |
| Totals for dept 498 - | | 3,019 | 1,014,000 | 1,014,000 |
| Dept 499 | | | | |
| 202-499-801-075 | MILROY MYSTIC LK (W24-34) - PROJECT EXP | 719 | 0 | 619,000 |
| Totals for dept 499 - | | 719 | 0 | 619,000 |
| Dept 570 - LAKE IMPROVEMENTS | | | | |
| 202-570-801-075 | LK CHEMUNG (W23-27) -PROJECT EXPENSE | 38,968 | 55,000 | 55,000 |
| Totals for dept 570 - LAKE IMPROVEMENTS | | 38,968 | 55,000 | 55,000 |

| | | | | |
|---|--|-----------|-------------|-------------|
| Dept 571 | | | | |
| 202-571-801-075 | PARDEE LK (W21-25) -PROJECT EXPENSE | 15,776 | 22,700 | 22,700 |
| Totals for dept 571 - | | 15,776 | 22,700 | 22,700 |
| Dept 572 | | | | |
| 202-572-801-075 | GRAND BEACH (W21-25) -PROJECT EXPENSE | 10,101 | 13,508 | 13,508 |
| Totals for dept 572 - | | 10,101 | 13,508 | 13,508 |
| Dept 573 | | | | |
| 202-573-801-075 | E/W CROOKED LK (S23-27) -PROJECT EXPENSE | 15,268 | 15,000 | 15,000 |
| Totals for dept 573 - | | 15,268 | 15,000 | 15,000 |
| Dept 575 | | | | |
| 202-575-801-075 | BAETCKE LK (S23-27) -PROJECT EXPENSE | 7,000 | 7,000 | 7,000 |
| Totals for dept 575 - | | 7,000 | 7,000 | 7,000 |
| Dept 576 | | | | |
| 202-576-801-075 | EARL LAKE (W24-29) - PROJECT EXPENSE | 863 | 0 | 4,264 |
| Totals for dept 576 - | | 863 | 0 | 4,264 |
| Dept 852 - TRANSFER TO OTHER FUNDS | | | | |
| 202-852-995-101 | SAD INTEREST TRANSFER OUT TO 101 | 0 | 8,000 | 8,000 |
| 202-852-999-402 | TRANSFER OUT TO PINE CREEK RD IMPROVEM | 413,550 | 413,550 | 413,550 |
| Totals for dept 852 - TRANSFER TO OTHER FUNDS | | 413,550 | 421,550 | 421,550 |
| Dept 906 | | | | |
| 202-906-956-000 | MISC EXPENSE | 250 | 600 | 600 |
| Totals for dept 906 - | | 250 | 600 | 600 |
| TOTAL APPROPRIATIONS | | 511,216 | 2,089,073 | 2,543,473 |
| NET OF REVENUES/APPROPRIATIONS - FUND 202 | | (413,684) | (1,703,728) | (2,113,741) |
| BEGINNING FUND BALANCE | | 2,446,247 | 2,446,247 | 2,446,247 |
| ENDING FUND BALANCE | | 2,032,563 | 742,519 | 332,506 |

09/10/2024

BUDGET REPORT FOR GENOA TOWNSHIP

Calculations as of 03/31/2025

| | | | |
|----------|----------|---------|-----------|
| INCREASE | 2024-25 | 2024-25 | 2024-25 |
| DECREASE | ACTIVITY | AMENDED | REQUESTED |

GL NUMBER DESCRIPTION THRU 03/31/25 BUDGET AMENDMENT

Fund 249 - BUILDING AND GROUNDS FUND

ESTIMATED REVENUES

Dept 000 - REVENUE

| | | | | |
|-------------------------------|----------------------------|-------|---------|---------|
| 249-000-665-001 | INTEREST | 4,716 | 1,440 | 1,440 |
| 249-000-699-000 | OPERATING TRANSFER IN #101 | 0 | 550,000 | 550,000 |
| Totals for dept 000 - REVENUE | | 4,716 | 551,440 | 551,440 |

TOTAL ESTIMATED REVENUES 4,716 551,440 551,440

APPROPRIATIONS

Dept 265 - BUILDING & GROUNDS

| | | | | |
|--|--------------------------------------|--------|---------|---------|
| 249-265-801-000 | AUDIT | 0 | 250 | 250 |
| 249-265-955-000 | MISCELLANEOUS EXP | 549 | 0 | 1,500 |
| 249-265-981-007 | ASPHALT REPLACE, REPAIRS & RESEALING | 0 | 50,000 | 50,000 |
| 249-265-981-008 | SECURITY UPGRADES | 1,533 | 100,000 | 100,000 |
| 249-265-981-012 | TWP BOARD ROOM UPGRADES | 0 | 50,000 | 50,000 |
| 249-265-981-013 | TWP HALL CUBICLE/CARPET DESIGN | 0 | 10,000 | 10,000 |
| 249-265-981-014 | HERBST HOME OFFICE RENOVATION | 63,959 | 400,000 | 400,000 |
| 249-265-981-015 | WAYFINDING SIGNS | 0 | 3,000 | 3,000 |
| Totals for dept 265 - BUILDING & GROUNDS | | 66,041 | 613,250 | 614,750 |

TOTAL APPROPRIATIONS 66,041 613,250 614,750

NET OF REVENUES/APPROPRIATIONS - FUND 249 (61,325) (61,810) (63,310)

BEGINNING FUND BALANCE 480,571 480,571 480,571

ENDING FUND BALANCE 419,246 418,761 417,261



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

MEMORANDUM

TO: Honorable Board of Trustees
FROM: Kelly VanMarter, Township Manager
DATE: September 11, 2024
RE: Q1 Budget to Actual Reports

Attached please find the first quarter budget to actual reports prepared by Township Bookkeeping Specialist, Denise Schniers. The first quarter report represents the first 3 months of the fiscal year from April 1st through June 30, 2024.

Please note that there are two fund line items which appear over the expense budget. The first is the general government line item for subscriptions, publications and memberships (#101-261-791-000). This overage is a result of a Michigan Township Association invoice that was applied to this line item incorrectly. This item has since been corrected.

The second line item is the Miscellaneous Expenses line item in the Building and Grounds Fund (#249-265-955-000). The overage is associated with a change in banks from one that didn't charge bank fees to a bank that does charge fees but offers a better interest rate. Monday's agenda includes an item requesting a budget amendment to address this item.

If you have questions prior to Monday night's meeting please let me know.

Sincerely,



Kelly VanMarter

SUPERVISOR

Bill Rogers

CLERK

Paulette A. Skolarus

TREASURER

Robin L. Hunt

TRUSTEES

Jean W. Ledford

Terry Croft

Diana Lowe

Jeff Dhaenens

MANAGER

Kelly VanMarter

PERIOD ENDING 06/30/2024

| GL NUMBER | DESCRIPTION | 2024-25 ORIGINAL BUDGET | 2024-25 AMENDED BUDGET | YTD BALANCE 06/30/2024 | AVAILABLE BALANCE | % BDGT REMAIN |
|--------------------------------------|---------------------------------------|-------------------------|------------------------|------------------------|-------------------|---------------|
| Fund 101 - GENERAL FUND | | | | | | |
| Revenues | | | | | | |
| Dept 000 - REVENUE | | | | | | |
| 101-000-402-001 | CURRENT REAL PROP TAX | 1,220,000.00 | 1,220,000.00 | 0.00 | 1,220,000.00 | 100.00 |
| 101-000-411-001 | DELINQ TAX - PERSONAL & REAL | 1,000.00 | 1,000.00 | 0.00 | 1,000.00 | 100.00 |
| 101-000-434-002 | TRAILER FEES | 3,600.00 | 3,600.00 | 620.00 | 2,980.00 | 82.78 |
| 101-000-448-001 | COLLECT FEES/EXCESS OF ROLL | 430,000.00 | 430,000.00 | 7,042.66 | 422,957.34 | 98.36 |
| 101-000-448-002 | COLLECTION FEE - SCHOOLS | 25,000.00 | 25,000.00 | 0.00 | 25,000.00 | 100.00 |
| 101-000-451-024 | ADMIN FEE/UTILITY-OPERATING | 59,359.00 | 59,359.00 | 0.00 | 59,359.00 | 100.00 |
| 101-000-452-001 | INTEREST-SPECIAL ASSESSMENTS | 15,494.00 | 15,494.00 | 0.00 | 15,494.00 | 100.00 |
| 101-000-476-001 | CABLE FRANCHISE | 390,000.00 | 390,000.00 | 87,518.40 | 302,481.60 | 77.56 |
| 101-000-476-002 | LICENSE & PERMITS | 20,000.00 | 20,000.00 | 4,898.50 | 15,101.50 | 75.51 |
| 101-000-567-001 | CEMETERY REVENUE | 400.00 | 400.00 | 0.00 | 400.00 | 100.00 |
| 101-000-572-001 | METRO ACT REVENUE | 21,700.00 | 21,700.00 | 17,487.67 | 4,212.33 | 19.41 |
| 101-000-573-001 | LCSA-PPT REIMBURSEMENT | 20,200.00 | 20,200.00 | 17,838.69 | 2,361.31 | 11.69 |
| 101-000-574-002 | STATE SHARED REVENUE | 2,346,759.00 | 2,346,759.00 | 720,093.00 | 1,626,666.00 | 69.32 |
| 101-000-608-000 | CHARGES FOR SERV-APPL FEES | 60,000.00 | 60,000.00 | 29,826.80 | 30,173.20 | 50.29 |
| 101-000-609-000 | CHARGES FOR SERVICES- FOIA/PRINTING | 500.00 | 500.00 | 725.00 | (225.00) | (45.00) |
| 101-000-626-032 | ADM FEE LIQUOR LAW | 3,790.00 | 3,790.00 | 0.00 | 3,790.00 | 100.00 |
| 101-000-631-000 | REFUSE COLLECTION FEES | 1,348,457.00 | 1,348,457.00 | 43,724.52 | 1,304,732.48 | 96.76 |
| 101-000-657-001 | ORDINANCE FINES | 1,500.00 | 1,500.00 | 0.00 | 1,500.00 | 100.00 |
| 101-000-665-001 | INTEREST | 65,000.00 | 65,000.00 | 16,026.55 | 48,973.45 | 75.34 |
| 101-000-671-000 | OTHER REVENUE | 1,000.00 | 1,000.00 | (780.00) | 1,780.00 | 178.00 |
| 101-000-672-000 | TAXES ON LAND TRANSFER | 145,000.00 | 145,000.00 | 0.00 | 145,000.00 | 100.00 |
| 101-000-682-000 | ELECTION REIMBURSEMENTS | 0.00 | 0.00 | 10,000.00 | (10,000.00) | 0.00 |
| 101-000-698-202 | TRANSFER IN - SAD RESIDUAL BALANCE | 500.00 | 500.00 | 0.00 | 500.00 | 100.00 |
| 101-000-699-249 | MMRMA REIMBURSEMENT | 10,000.00 | 10,000.00 | 0.00 | 10,000.00 | 100.00 |
| 101-000-699-464 | TRANSFER IN FROM ARPA FUND #464 | 266,683.00 | 266,683.00 | 0.00 | 266,683.00 | 100.00 |
| Total Dept 000 - REVENUE | | 6,455,942.00 | 6,455,942.00 | 955,021.79 | 5,500,920.21 | 85.21 |
| TOTAL REVENUES | | 6,455,942.00 | 6,455,942.00 | 955,021.79 | 5,500,920.21 | 85.21 |
| Expenditures | | | | | | |
| Dept 101 - TOWNSHIP BOARD | | | | | | |
| 101-101-702-014 | TRUSTEES/SECRETARY WAGES & SALARIES | 40,000.00 | 40,000.00 | 10,307.39 | 29,692.61 | 74.23 |
| 101-101-861-000 | TRUSTEES MILEAGE & TRAVEL EXPENSE | 3,000.00 | 3,000.00 | 912.37 | 2,087.63 | 69.59 |
| 101-101-910-000 | TRUSTEES PRO DEV/CONFERENCE/DUES | 15,000.00 | 15,000.00 | 1,362.24 | 13,637.76 | 90.92 |
| 101-101-955-000 | TRUSTEES MISCELLANEOUS | 100.00 | 100.00 | 0.00 | 100.00 | 100.00 |
| Total Dept 101 - TOWNSHIP BOARD | | 58,100.00 | 58,100.00 | 12,582.00 | 45,518.00 | 78.34 |
| Dept 171 - TOWNSHIP SUPERVISOR | | | | | | |
| 101-171-702-014 | TWP SUPERVISOR SALARY | 70,000.00 | 70,000.00 | 15,759.81 | 54,240.19 | 77.49 |
| 101-171-861-000 | SUPERVISOR MILEAGE & TRAVEL EXPENSE | 500.00 | 500.00 | 44.22 | 455.78 | 91.16 |
| 101-171-910-000 | SUPERVISOR PRO DEV/CONFERENCE/DUES | 500.00 | 500.00 | 60.00 | 440.00 | 88.00 |
| 101-171-955-000 | SUPERVISOR MISCELLANEOUS | 500.00 | 500.00 | 0.00 | 500.00 | 100.00 |
| Total Dept 171 - TOWNSHIP SUPERVISOR | | 71,500.00 | 71,500.00 | 15,864.03 | 55,635.97 | 77.81 |
| Dept 172 - TOWNSHIP MANAGER | | | | | | |
| 101-172-702-014 | TWP MANAGER SALARY | 160,000.00 | 160,000.00 | 35,980.75 | 124,019.25 | 77.51 |
| 101-172-703-000 | MANAGER DEPT WAGES & SALARIES | 48,500.00 | 48,500.00 | 11,086.00 | 37,414.00 | 77.14 |
| 101-172-861-000 | MANAGER DEPT MILEAGE & TRAVEL EXPENSE | 1,000.00 | 1,000.00 | 0.00 | 1,000.00 | 100.00 |

PERIOD ENDING 06/30/2024

| GL NUMBER | DESCRIPTION | 2024-25 ORIGINAL BUDGET | 2024-25 AMENDED BUDGET | YTD BALANCE 06/30/2024 | AVAILABLE BALANCE | % BDGT REMAIN |
|---|--|-------------------------|------------------------|------------------------|-------------------|---------------|
| Fund 101 - GENERAL FUND | | | | | | |
| Expenditures | | | | | | |
| 101-172-910-000 | MANAGER DEPT PRO DEV/CONFERENCE/DUES | 4,000.00 | 4,000.00 | 1,748.75 | 2,251.25 | 56.28 |
| 101-172-955-000 | MANAGER DEPT MISCELLANEOUS | 1,000.00 | 1,000.00 | 0.00 | 1,000.00 | 100.00 |
| Total Dept 172 - TOWNSHIP MANAGER | | 214,500.00 | 214,500.00 | 48,815.50 | 165,684.50 | 77.24 |
| Dept 191 - ACCOUNTING & FINANCE | | | | | | |
| 101-191-703-000 | ACCT DEPT WAGES & SALARIES | 91,000.00 | 91,000.00 | 18,662.05 | 72,337.95 | 79.49 |
| 101-191-801-000 | ACCOUNTING CONSULTANT (PHP) | 30,000.00 | 30,000.00 | 0.00 | 30,000.00 | 100.00 |
| 101-191-801-001 | FINANCIAL CONSULTING (PFM) | 1,200.00 | 1,200.00 | 0.00 | 1,200.00 | 100.00 |
| 101-191-861-000 | ACCT DEPT MILEAGE & TRAVEL EXPENSE | 100.00 | 100.00 | 0.00 | 100.00 | 100.00 |
| 101-191-910-000 | ACCT DEPT PRO DEV/CONFERENCE/DUES | 100.00 | 100.00 | 0.00 | 100.00 | 100.00 |
| 101-191-955-000 | ACCT DEPT MISCELLANEOUS | 500.00 | 500.00 | 0.00 | 500.00 | 100.00 |
| Total Dept 191 - ACCOUNTING & FINANCE | | 122,900.00 | 122,900.00 | 18,662.05 | 104,237.95 | 84.82 |
| Dept 215 - TOWNSHIP CLERK | | | | | | |
| 101-215-702-014 | TWP CLERK SALARY | 58,755.00 | 58,755.00 | 13,270.38 | 45,484.62 | 77.41 |
| 101-215-703-000 | CLERKS DEPT WAGES & SALARIES | 65,000.00 | 65,000.00 | 9,640.65 | 55,359.35 | 85.17 |
| 101-215-910-000 | CLERKS DEPT PRO DEV/CONFERENCE/DUES | 700.00 | 700.00 | 0.00 | 700.00 | 100.00 |
| 101-215-955-000 | CLERKS DEPT MISCELLANEOUS | 100.00 | 100.00 | 0.00 | 100.00 | 100.00 |
| Total Dept 215 - TOWNSHIP CLERK | | 124,555.00 | 124,555.00 | 22,911.03 | 101,643.97 | 81.61 |
| Dept 223 - AUDIT | | | | | | |
| 101-223-801-000 | AUDIT SERVICES (MANOR COSTERISAN) | 34,000.00 | 34,000.00 | 0.00 | 34,000.00 | 100.00 |
| Total Dept 223 - AUDIT | | 34,000.00 | 34,000.00 | 0.00 | 34,000.00 | 100.00 |
| Dept 228 - INFORMATION TECHNOLOGY | | | | | | |
| 101-228-703-000 | IT DEPT WAGES & SALARIES | 81,000.00 | 81,000.00 | 17,721.16 | 63,278.84 | 78.12 |
| 101-228-861-000 | IT DEPT MILEAGE & TRAVEL EXPENSE | 500.00 | 500.00 | 0.00 | 500.00 | 100.00 |
| 101-228-910-000 | IT DEPT PRO DEV/CONFERENCE/DUES | 200.00 | 200.00 | 0.00 | 200.00 | 100.00 |
| 101-228-955-000 | IT DEPT MISCELLANEOUS | 500.00 | 500.00 | 0.00 | 500.00 | 100.00 |
| Total Dept 228 - INFORMATION TECHNOLOGY | | 82,200.00 | 82,200.00 | 17,721.16 | 64,478.84 | 78.44 |
| Dept 247 - BOARD OF REVIEW | | | | | | |
| 101-247-702-014 | BOARD OF REVIEW SALARIES | 4,000.00 | 4,000.00 | 0.00 | 4,000.00 | 100.00 |
| 101-247-791-000 | BD OF REV PUBLICATIONS | 1,100.00 | 1,100.00 | 95.84 | 1,004.16 | 91.29 |
| 101-247-861-000 | BD OF REV MILEAGE & TRAVEL EXPENSE | 100.00 | 100.00 | 0.00 | 100.00 | 100.00 |
| 101-247-910-000 | BD OF REV PRO DEV/CONFERENCE/DUES | 540.00 | 540.00 | 0.00 | 540.00 | 100.00 |
| 101-247-955-000 | BD OF REV MISCELLANEOUS | 500.00 | 500.00 | 0.00 | 500.00 | 100.00 |
| 101-247-964-000 | REFUNDS & CHARGEBACKS | 5,000.00 | 5,000.00 | 3,288.71 | 1,711.29 | 34.23 |
| Total Dept 247 - BOARD OF REVIEW | | 11,240.00 | 11,240.00 | 3,384.55 | 7,855.45 | 69.89 |
| Dept 253 - TOWNSHIP TREASURER | | | | | | |
| 101-253-702-014 | TREASURER SALARY | 69,000.00 | 69,000.00 | 15,470.40 | 53,529.60 | 77.58 |
| 101-253-703-000 | TREASURERS DEPT WAGES & SALARIES | 110,000.00 | 110,000.00 | 24,602.01 | 85,397.99 | 77.63 |
| 101-253-861-000 | TREASURERS DEPT MILEAGE & TRAVEL EXPENSE | 750.00 | 750.00 | 0.00 | 750.00 | 100.00 |

PERIOD ENDING 06/30/2024

| GL NUMBER | DESCRIPTION | 2024-25 ORIGINAL BUDGET | 2024-25 AMENDED BUDGET | YTD BALANCE 06/30/2024 | AVAILABLE BALANCE | % BDGT REMAIN |
|---------------------------------------|--|-------------------------|------------------------|------------------------|-------------------|---------------|
| Fund 101 - GENERAL FUND | | | | | | |
| Expenditures | | | | | | |
| 101-253-910-000 | TREASURERS DEPT PRO DEV/CONFERENCE/DUES | 500.00 | 500.00 | 0.00 | 500.00 | 100.00 |
| 101-253-955-000 | TREASURERS DEPT MISCELLANEOUS | 500.00 | 500.00 | 0.00 | 500.00 | 100.00 |
| Total Dept 253 - TOWNSHIP TREASURER | | 180,750.00 | 180,750.00 | 40,072.41 | 140,677.59 | 77.83 |
| Dept 257 - ASSESSING DEPARTMENT | | | | | | |
| 101-257-702-014 | ASSESSING SALARIES | 266,000.00 | 266,000.00 | 58,671.78 | 207,328.22 | 77.94 |
| 101-257-703-000 | ASSESSING WAGES & SALARIES INTERN | 10,000.00 | 10,000.00 | 300.00 | 9,700.00 | 97.00 |
| 101-257-803-000 | ASSESSING LEGAL | 15,000.00 | 15,000.00 | 5,213.50 | 9,786.50 | 65.24 |
| 101-257-861-000 | ASSESSING MILEAGE & TRAVEL EXPENSE | 500.00 | 500.00 | 0.00 | 500.00 | 100.00 |
| 101-257-910-000 | ASSESSING PRO DEV/CONFER/DUES/SUB | 5,000.00 | 5,000.00 | 30.00 | 4,970.00 | 99.40 |
| 101-257-955-000 | ASSESSING MISCELLANEOUS | 500.00 | 500.00 | 0.00 | 500.00 | 100.00 |
| Total Dept 257 - ASSESSING DEPARTMENT | | 297,000.00 | 297,000.00 | 64,215.28 | 232,784.72 | 78.38 |
| Dept 261 - GENERAL GOVERNMENT | | | | | | |
| 101-261-703-000 | UNALLOCATED WAGES & SALARIES | 2,000.00 | 2,000.00 | 0.00 | 2,000.00 | 100.00 |
| 101-261-709-000 | EMPLOYER'S SHARE SS & MEDICARE | 110,000.00 | 110,000.00 | 19,372.24 | 90,627.76 | 82.39 |
| 101-261-709-001 | CELLPHONE REIMBURSEMENT | 5,800.00 | 5,800.00 | 711.84 | 5,088.16 | 87.73 |
| 101-261-709-002 | WORKERS COMP | 11,000.00 | 11,000.00 | 0.00 | 11,000.00 | 100.00 |
| 101-261-718-001 | RETIREMENT | 155,000.00 | 155,000.00 | 30,511.18 | 124,488.82 | 80.32 |
| 101-261-718-002 | HEALTH/LIFE INSURANCE | 320,000.00 | 320,000.00 | 108,803.51 | 211,196.49 | 66.00 |
| 101-261-718-003 | WELLNESS | 8,000.00 | 8,000.00 | 0.00 | 8,000.00 | 100.00 |
| 101-261-718-004 | EHIM RESERVE | 50,000.00 | 50,000.00 | 0.00 | 50,000.00 | 100.00 |
| 101-261-750-000 | SUPPLIES | 25,000.00 | 25,000.00 | 6,000.91 | 18,999.09 | 76.00 |
| 101-261-750-001 | POSTAGE | 30,000.00 | 30,000.00 | 7,000.00 | 23,000.00 | 76.67 |
| 101-261-751-000 | EQUIP / SOFTWARE / SOFTWARE MAINTENANCE | 125,000.00 | 125,000.00 | 25,799.17 | 99,200.83 | 79.36 |
| 101-261-752-000 | WEBSITE MAINTENANCE | 20,000.00 | 20,000.00 | 0.00 | 20,000.00 | 100.00 |
| 101-261-791-000 | SUBSCRI/PUBLICATIONS/MEMBERS | 6,000.00 | 6,000.00 | 8,912.47 | (2,912.47) | (48.54) |
| 101-261-802-000 | CONTRACTUAL SERVICES / CONSULTING | 10,000.00 | 10,000.00 | 271.44 | 9,728.56 | 97.29 |
| 101-261-802-001 | TWP VEHICLE EXPENSES | 2,000.00 | 2,000.00 | 0.00 | 2,000.00 | 100.00 |
| 101-261-861-000 | UNALLOCATED MILEAGE & TRAVEL EXPENSE | 100.00 | 100.00 | 0.00 | 100.00 | 100.00 |
| 101-261-941-000 | CONTINGENCY | 30,000.00 | 30,000.00 | 0.00 | 30,000.00 | 100.00 |
| 101-261-955-000 | UNALLOCATED MISCELLANEOUS | 3,000.00 | 3,000.00 | 1,965.55 | 1,034.45 | 34.48 |
| Total Dept 261 - GENERAL GOVERNMENT | | 912,900.00 | 912,900.00 | 209,348.31 | 703,551.69 | 77.07 |
| Dept 262 - ELECTIONS | | | | | | |
| 101-262-703-001 | WAGES- PART TIME OFFICE WORKERS | 40,000.00 | 40,000.00 | 8,760.00 | 31,240.00 | 78.10 |
| 101-262-703-002 | SCANNERS, CHAIRPERSON & POLL WORKERS | 40,000.00 | 40,000.00 | 0.00 | 40,000.00 | 100.00 |
| 101-262-703-004 | TRAINING: \$45<4 HRS - \$90>4 HRS | 5,000.00 | 5,000.00 | 0.00 | 5,000.00 | 100.00 |
| 101-262-703-005 | WAGES - RECEIVING BOARD- \$200 PER DIEM | 1,600.00 | 1,600.00 | 0.00 | 1,600.00 | 100.00 |
| 101-262-751-001 | ELECTION OFFICE SUPPLIES/EQUIPMENT | 17,000.00 | 17,000.00 | 7,861.92 | 9,138.08 | 53.75 |
| 101-262-791-000 | ELECTION PUBLICATIONS | 1,500.00 | 1,500.00 | 191.68 | 1,308.32 | 87.22 |
| 101-262-802-001 | ELECTION MEETING FEES | 1,200.00 | 1,200.00 | 0.00 | 1,200.00 | 100.00 |
| 101-262-802-002 | BALLOT TESTING | 10,000.00 | 10,000.00 | 0.00 | 10,000.00 | 100.00 |
| 101-262-802-003 | LIVINGSTON COUNTY CLERK | 9,000.00 | 9,000.00 | 0.00 | 9,000.00 | 100.00 |
| 101-262-802-004 | CHURCH / SCHOOL CLEANUP/SETUP/ TAKE DOWN | 5,500.00 | 5,500.00 | 0.00 | 5,500.00 | 100.00 |
| 101-262-802-005 | ELECTION BREAKFAST / DINNER | 1,800.00 | 1,800.00 | 0.00 | 1,800.00 | 100.00 |
| 101-262-861-001 | ELECTION MILEAGE & TRAVEL | 500.00 | 500.00 | 258.62 | 241.38 | 48.28 |
| 101-262-901-002 | POSTAGE FOR MAILING BALLOTS | 8,000.00 | 8,000.00 | 320.00 | 7,680.00 | 96.00 |
| 101-262-901-003 | POSTAGE FOR MAILING NEW I.D. CARDS | 300.00 | 300.00 | 0.00 | 300.00 | 100.00 |
| 101-262-955-000 | ELECTION MISCELLANEOUS | 1,500.00 | 1,500.00 | 3,332.44 | (1,832.44) | (122.16) |

PERIOD ENDING 06/30/2024

| GL NUMBER | DESCRIPTION | 2024-25 ORIGINAL BUDGET | 2024-25 AMENDED BUDGET | YTD BALANCE 06/30/2024 | AVAILABLE BALANCE | % BDGT REMAIN |
|--------------------------------------|--|-------------------------|------------------------|------------------------|-------------------|---------------|
| Fund 101 - GENERAL FUND Expenditures | | | | | | |
| Total Dept 262 - ELECTIONS | | 142,900.00 | 142,900.00 | 20,724.66 | 122,175.34 | 85.50 |
| Dept 265 - BUILDING & GROUNDS | | | | | | |
| 101-265-740-000 | INSURANCE - PROP LIAB/VEHICLE | 53,000.00 | 53,000.00 | 0.00 | 53,000.00 | 100.00 |
| 101-265-802-000 | BUILDING & GROUNDS CONTRACTUAL SERVICES | 1,000.00 | 1,000.00 | 0.00 | 1,000.00 | 100.00 |
| 101-265-850-000 | PHONE/INTERNT/CABLE/ALARM | 30,000.00 | 30,000.00 | 6,467.38 | 23,532.62 | 78.44 |
| 101-265-920-001 | UTIL:ELECTRICITY & NAT.GAS | 23,000.00 | 23,000.00 | 5,426.63 | 17,573.37 | 76.41 |
| 101-265-934-060 | REPAIRS & MAINTENANCE | 130,000.00 | 130,000.00 | 9,593.93 | 120,406.07 | 92.62 |
| 101-265-955-000 | BUILDING & GROUNDS MISCELLANEOUS | 5,000.00 | 5,000.00 | 33.81 | 4,966.19 | 99.32 |
| Total Dept 265 - BUILDING & GROUNDS | | 242,000.00 | 242,000.00 | 21,521.75 | 220,478.25 | 91.11 |
| Dept 266 - LEGAL SERVICES | | | | | | |
| 101-266-803-000 | GENERAL TOWNSHIP LEGAL FEES | 50,000.00 | 50,000.00 | 16,920.00 | 33,080.00 | 66.16 |
| 101-266-803-001 | LITIGATION LEGAL FEES | 100,000.00 | 100,000.00 | 15,343.00 | 84,657.00 | 84.66 |
| Total Dept 266 - LEGAL SERVICES | | 150,000.00 | 150,000.00 | 32,263.00 | 117,737.00 | 78.49 |
| Dept 270 - HUMAN RESOURCES | | | | | | |
| 101-270-703-000 | HR WAGES & SALARIES | 20,500.00 | 20,500.00 | 4,662.45 | 15,837.55 | 77.26 |
| 101-270-802-000 | HR CONTRACTUAL SERVICES | 1,500.00 | 1,500.00 | 0.00 | 1,500.00 | 100.00 |
| 101-270-861-000 | HR MILEAGE & TRAVEL EXPENSE | 100.00 | 100.00 | 0.00 | 100.00 | 100.00 |
| 101-270-910-000 | HR PRO DEV/CONFERENCE/DUES | 500.00 | 500.00 | 0.00 | 500.00 | 100.00 |
| 101-270-955-000 | HR MISCELLANEOUS | 500.00 | 500.00 | 0.00 | 500.00 | 100.00 |
| Total Dept 270 - HUMAN RESOURCES | | 23,100.00 | 23,100.00 | 4,662.45 | 18,437.55 | 79.82 |
| Dept 445 - DRAINS AT LARGE | | | | | | |
| 101-445-802-000 | CONTRACTUAL SERVICES - LIVINGSTON COUNTY | 25,000.00 | 25,000.00 | 0.00 | 25,000.00 | 100.00 |
| Total Dept 445 - DRAINS AT LARGE | | 25,000.00 | 25,000.00 | 0.00 | 25,000.00 | 100.00 |
| Dept 521 - REFUSE COLLECTION | | | | | | |
| 101-521-802-000 | REFUSE CONTRACTUAL SERVICES | 1,557,576.00 | 1,557,576.00 | 389,664.00 | 1,167,912.00 | 74.98 |
| Total Dept 521 - REFUSE COLLECTION | | 1,557,576.00 | 1,557,576.00 | 389,664.00 | 1,167,912.00 | 74.98 |
| Dept 567 - CEMETERY | | | | | | |
| 101-567-703-002 | CEMETERY MAINTENANCE | 8,000.00 | 8,000.00 | 800.00 | 7,200.00 | 90.00 |
| Total Dept 567 - CEMETERY | | 8,000.00 | 8,000.00 | 800.00 | 7,200.00 | 90.00 |
| Dept 701 - PLANNING & ZONING | | | | | | |
| 101-701-702-014 | PLANNING COMMISSION SALARIES | 27,563.00 | 27,563.00 | 3,820.43 | 23,742.57 | 86.14 |
| 101-701-702-015 | ZONING BOARD WAGES | 16,538.00 | 16,538.00 | 2,513.62 | 14,024.38 | 84.80 |
| 101-701-703-000 | PLANNING & ZONING WAGES & SALARIES | 254,100.00 | 254,100.00 | 37,386.72 | 216,713.28 | 85.29 |
| 101-701-791-000 | PLANNING & ZONING PUBLICATIONS | 3,000.00 | 3,000.00 | 299.50 | 2,700.50 | 90.02 |
| 101-701-802-000 | PLANNING & ZONING CONTRACTUAL SERVICES | 30,000.00 | 30,000.00 | 4,346.98 | 25,653.02 | 85.51 |

REVENUE AND EXPENDITURE REPORT FOR GENOA TOWNSHIP
 PERIOD ENDING 06/30/2024

| GL NUMBER | DESCRIPTION | 2024-25 ORIGINAL BUDGET | 2024-25 AMENDED BUDGET | YTD BALANCE 06/30/2024 | AVAILABLE BALANCE | % BDGT REMAIN |
|---|--|-------------------------------|---------------------------|---------------------------|----------------------|------------------|
| Fund 101 - GENERAL FUND | | | | | | |
| Expenditures | | | | | | |
| 101-701-861-000 | PLANNING & ZONING MILEAGE & TRAVEL EXP | 2,500.00 | 2,500.00 | 0.00 | 2,500.00 | 100.00 |
| 101-701-910-000 | PLANNING & ZONING PRO DEV/CONFERENCE/DUE | 10,000.00 | 10,000.00 | 821.00 | 9,179.00 | 91.79 |
| 101-701-946-001 | REVIEW SERVICES - PLANNING | 45,000.00 | 45,000.00 | 10,402.86 | 34,597.14 | 76.88 |
| 101-701-946-002 | REVIEW SERVICES - ENGINEERING | 40,000.00 | 40,000.00 | 13,126.00 | 26,874.00 | 67.19 |
| 101-701-946-003 | REVIEW SERVICES - PUBLICATIONS/POSTAGE | 3,000.00 | 3,000.00 | 407.32 | 2,592.68 | 86.42 |
| 101-701-946-004 | REVIEW SERVICES - ROUTING | 2,000.00 | 2,000.00 | 83.43 | 1,916.57 | 95.83 |
| 101-701-946-005 | REVIEW SERVICES - LEGAL/RECORDING FEES | 10,000.00 | 10,000.00 | 3,743.00 | 6,257.00 | 62.57 |
| 101-701-955-000 | PLANNING & ZONING MISCELLANEOUS | 1,000.00 | 1,000.00 | 0.00 | 1,000.00 | 100.00 |
| Total Dept 701 - PLANNING & ZONING | | 444,701.00 | 444,701.00 | 76,950.86 | 367,750.14 | 82.70 |
| Dept 728 - ECONOMIC DEVELOPMENT | | | | | | |
| 101-728-880-000 | COMMUNITY PROMOTION - CONTRIBUTION | 24,000.00 | 24,000.00 | 23,283.09 | 716.91 | 2.99 |
| Total Dept 728 - ECONOMIC DEVELOPMENT | | 24,000.00 | 24,000.00 | 23,283.09 | 716.91 | 2.99 |
| Dept 900 - CAPITAL OUTLAY FUNCTION | | | | | | |
| 101-900-970-000 | CAPITAL OUTLAY > \$5,000 | 50,000.00 | 50,000.00 | 0.00 | 50,000.00 | 100.00 |
| 101-900-975-000 | CAPITAL OUTLAY < \$5,000 | 10,000.00 | 10,000.00 | 4,989.60 | 5,010.40 | 50.10 |
| Total Dept 900 - CAPITAL OUTLAY FUNCTION | | 60,000.00 | 60,000.00 | 4,989.60 | 55,010.40 | 91.68 |
| Dept 965 - TRANSFERS OUT & OTHER FINANCING USES | | | | | | |
| 101-965-995-208 | TRANSFER OUT- FUND #208 - PARKS & REC | 850,000.00 | 850,000.00 | 0.00 | 850,000.00 | 100.00 |
| 101-965-995-249 | TRANSFER OUT- FUND #249 - BLDG RESERVE | 550,000.00 | 550,000.00 | 0.00 | 550,000.00 | 100.00 |
| 101-965-995-401 | TRANSFER OUT- FUND #401 - ROAD IMPROVE | 1,000,000.00 | 1,000,000.00 | 0.00 | 1,000,000.00 | 100.00 |
| Total Dept 965 - TRANSFERS OUT & OTHER FINANCING USES | | 2,400,000.00 | 2,400,000.00 | 0.00 | 2,400,000.00 | 100.00 |
| TOTAL EXPENDITURES | | 7,186,922.00 | 7,186,922.00 | 1,028,435.73 | 6,158,486.27 | 85.69 |
| Fund 101 - GENERAL FUND: | | | | | | |
| TOTAL REVENUES | | 6,455,942.00 | 6,455,942.00 | 955,021.79 | 5,500,920.21 | 85.21 |
| TOTAL EXPENDITURES | | 7,186,922.00 | 7,186,922.00 | 1,028,435.73 | 6,158,486.27 | 85.69 |
| NET OF REVENUES & EXPENDITURES | | (730,980.00) | (730,980.00) | (73,413.94) | (657,566.06) | 89.96 |

REVENUE AND EXPENDITURE REPORT FOR GENOA TOWNSHIP
 PERIOD ENDING 06/30/2024

| GL NUMBER | DESCRIPTION | 2024-25 ORIGINAL BUDGET | 2024-25 AMENDED BUDGET | YTD BALANCE 06/30/2024 | AVAILABLE BALANCE | % BDGT REMAIN |
|--------------------------------|---------------------------------------|-------------------------------|---------------------------|---------------------------|----------------------|------------------|
| Fund 202 - SAD ROADS AND LAKES | | | | | | |
| Revenues | | | | | | |
| Dept 000 - REVENUE | | | | | | |
| 202-000-452-001 | INTEREST | 45,000.00 | 45,000.00 | 23,240.02 | 21,759.98 | 48.36 |
| Total Dept 000 - REVENUE | | 45,000.00 | 45,000.00 | 23,240.02 | 21,759.98 | 48.36 |
| Dept 448 - STREETLIGHTS | | | | | | |
| 202-448-628-005 | WHITE PINES LIGHTING -SAD PRINCIPAL | 795.00 | 795.00 | 38.80 | 756.20 | 95.12 |
| Total Dept 448 - STREETLIGHTS | | 795.00 | 795.00 | 38.80 | 756.20 | 95.12 |
| Dept 478 | | | | | | |
| 202-478-628-005 | HOMESTEAD (S22-31) -SAD PRINCIPAL | 13,986.00 | 13,986.00 | 0.00 | 13,986.00 | 100.00 |
| 202-478-665-001 | HOMESTEAD (S22-31) -INTEREST | 2,238.00 | 2,238.00 | 289.54 | 1,948.46 | 87.06 |
| Total Dept 478 | | 16,224.00 | 16,224.00 | 289.54 | 15,934.46 | 98.22 |
| Dept 484 | | | | | | |
| 202-484-628-005 | EARL LAKE (W18-25) -SAD PRINCIPAL | 18,803.00 | 18,803.00 | 709.56 | 18,093.44 | 96.23 |
| Total Dept 484 | | 18,803.00 | 18,803.00 | 709.56 | 18,093.44 | 96.23 |
| Dept 485 | | | | | | |
| 202-485-628-005 | NOVEL ESTATES (W18-25) -SAD PRINCIPAL | 10,964.00 | 10,964.00 | 0.00 | 10,964.00 | 100.00 |
| Total Dept 485 | | 10,964.00 | 10,964.00 | 0.00 | 10,964.00 | 100.00 |
| Dept 489 | | | | | | |
| 202-489-628-005 | BLACK OAKS (W21-30) -SAD PRINCIPAL | 922.00 | 922.00 | 0.00 | 922.00 | 100.00 |
| 202-489-665-001 | BLACK OAKS (W21-30) -INTEREST | 129.00 | 129.00 | 0.00 | 129.00 | 100.00 |
| Total Dept 489 | | 1,051.00 | 1,051.00 | 0.00 | 1,051.00 | 100.00 |
| Dept 490 | | | | | | |
| 202-490-628-005 | DARLENE DR (W21-30) -SAD PRINCIPAL | 2,867.00 | 2,867.00 | 0.00 | 2,867.00 | 100.00 |
| 202-490-665-001 | DARLENE DR (W21-30) -INTEREST | 402.00 | 402.00 | 369.59 | 32.41 | 8.06 |
| Total Dept 490 | | 3,269.00 | 3,269.00 | 369.59 | 2,899.41 | 88.69 |
| Dept 491 | | | | | | |
| 202-491-628-005 | ELMHURST (S20-26) -SAD PRINCIPAL | 7,612.00 | 7,612.00 | 0.00 | 7,612.00 | 100.00 |
| 202-491-665-001 | ELMHURST (S20-26) -INTEREST | 457.00 | 457.00 | 513.86 | (56.86) | (12.44) |
| Total Dept 491 | | 8,069.00 | 8,069.00 | 513.86 | 7,555.14 | 93.63 |
| Dept 492 | | | | | | |
| 202-492-628-005 | MCNAMARA (S23-32) -SAD PRINCIPAL | 13,947.00 | 13,947.00 | 0.00 | 13,947.00 | 100.00 |
| 202-492-665-001 | MCNAMARA (S23-32) -INTEREST | 2,546.00 | 2,546.00 | 0.00 | 2,546.00 | 100.00 |

REVENUE AND EXPENDITURE REPORT FOR GENOA TOWNSHIP

PERIOD ENDING 06/30/2024

| GL NUMBER | DESCRIPTION | 2024-25 ORIGINAL BUDGET | 2024-25 AMENDED BUDGET | YTD BALANCE 06/30/2024 | AVAILABLE BALANCE | % BDGT REMAIN |
|------------------------------------|---|-------------------------------|---------------------------|---------------------------|----------------------|------------------|
| Fund 202 - SAD ROADS AND LAKES | | | | | | |
| Revenues | | | | | | |
| Total Dept 492 | | 16,493.00 | 16,493.00 | 0.00 | 16,493.00 | 100.00 |
| Dept 494 | | | | | | |
| 202-494-628-005 | STILLRIVER (S23-32) -SAD PRINCIPAL | 9,220.00 | 9,220.00 | 0.00 | 9,220.00 | 100.00 |
| 202-494-665-001 | STILLRIVER (S23-32) -INTEREST | 1,659.00 | 1,659.00 | 0.00 | 1,659.00 | 100.00 |
| Total Dept 494 | | 10,879.00 | 10,879.00 | 0.00 | 10,879.00 | 100.00 |
| Dept 495 | | | | | | |
| 202-495-628-005 | TIMBERVIEW PRIV (W23-32)-SAD PRINCIPLE | 3,795.00 | 3,795.00 | 0.00 | 3,795.00 | 100.00 |
| 202-495-665-001 | TIMBERVIEW PRIV (W23-32)-INTEREST | 683.00 | 683.00 | 0.00 | 683.00 | 100.00 |
| Total Dept 495 | | 4,478.00 | 4,478.00 | 0.00 | 4,478.00 | 100.00 |
| Dept 496 | | | | | | |
| 202-496-628-005 | CRYSTAL VALLEY (S24-33) - SAD PRINCIPLE | 36,900.00 | 36,900.00 | 0.00 | 36,900.00 | 100.00 |
| 202-496-665-001 | CRYSTAL VALLEY (S24-33) - INTEREST | 7,380.00 | 7,380.00 | 0.00 | 7,380.00 | 100.00 |
| Total Dept 496 | | 44,280.00 | 44,280.00 | 0.00 | 44,280.00 | 100.00 |
| Dept 497 | | | | | | |
| 202-497-628-005 | DEBORA DR (W24-38) -SAD PRINCIPLE | 0.00 | 23,533.00 | 0.00 | 23,533.00 | 100.00 |
| 202-497-665-001 | DEBORA DR (W24-38) -INTEREST | 0.00 | 7,060.00 | 0.00 | 7,060.00 | 100.00 |
| Total Dept 497 | | 0.00 | 30,593.00 | 0.00 | 30,593.00 | 100.00 |
| Dept 570 - LAKE IMPROVEMENTS | | | | | | |
| 202-570-628-005 | LK CHEMUNG (W23-27) -SAD PRINCIPAL | 48,222.00 | 48,222.00 | 3,960.05 | 44,261.95 | 91.79 |
| Total Dept 570 - LAKE IMPROVEMENTS | | 48,222.00 | 48,222.00 | 3,960.05 | 44,261.95 | 91.79 |
| Dept 571 | | | | | | |
| 202-571-628-005 | PARDEE LK (W21-25) -SAD PRINCIPAL | 22,396.00 | 22,396.00 | 2,083.36 | 20,312.64 | 90.70 |
| Total Dept 571 | | 22,396.00 | 22,396.00 | 2,083.36 | 20,312.64 | 90.70 |
| Dept 572 | | | | | | |
| 202-572-628-005 | GRAND BEACH (W21-25) -SAD PRINCIPAL | 14,125.00 | 14,125.00 | 207.73 | 13,917.27 | 98.53 |
| Total Dept 572 | | 14,125.00 | 14,125.00 | 207.73 | 13,917.27 | 98.53 |
| Dept 573 | | | | | | |
| 202-573-628-005 | E/W CROOKED LK (S23-27) -SAD PRINCIPAL | 18,414.00 | 18,414.00 | 51.91 | 18,362.09 | 99.72 |
| Total Dept 573 | | 18,414.00 | 18,414.00 | 51.91 | 18,362.09 | 99.72 |
| Dept 575 | | | | | | |

REVENUE AND EXPENDITURE REPORT FOR GENOA TOWNSHIP
 PERIOD ENDING 06/30/2024

| GL NUMBER | DESCRIPTION | 2024-25 ORIGINAL BUDGET | 2024-25 AMENDED BUDGET | YTD BALANCE 06/30/2024 | AVAILABLE BALANCE | % BDGT REMAIN |
|------------------------------------|---------------------------------------|-------------------------------|---------------------------|---------------------------|----------------------|------------------|
| Fund 202 - SAD ROADS AND LAKES | | | | | | |
| Revenues | | | | | | |
| 202-575-628-005 | BAETCKE LK (S23-27) -SAD PRINCIPAL | 7,600.00 | 7,600.00 | 0.00 | 7,600.00 | 100.00 |
| Total Dept 575 | | 7,600.00 | 7,600.00 | 0.00 | 7,600.00 | 100.00 |
| TOTAL REVENUES | | 291,062.00 | 321,655.00 | 31,464.42 | 290,190.58 | 90.22 |
| Expenditures | | | | | | |
| Dept 223 - AUDIT | | | | | | |
| 202-223-801-000 | AUDIT | 5,000.00 | 5,000.00 | 0.00 | 5,000.00 | 100.00 |
| Total Dept 223 - AUDIT | | 5,000.00 | 5,000.00 | 0.00 | 5,000.00 | 100.00 |
| Dept 448 - STREETLIGHTS | | | | | | |
| 202-448-801-075 | WHITE PINES LIGHTING -PROJECT EXPENSE | 895.00 | 895.00 | 143.57 | 751.43 | 83.96 |
| Total Dept 448 - STREETLIGHTS | | 895.00 | 895.00 | 143.57 | 751.43 | 83.96 |
| Dept 478 | | | | | | |
| 202-478-802-000 | HOMESTEAD (S22-31) -ANNUAL MAINT. EXP | 3,100.00 | 3,100.00 | 0.00 | 3,100.00 | 100.00 |
| Total Dept 478 | | 3,100.00 | 3,100.00 | 0.00 | 3,100.00 | 100.00 |
| Dept 487 | | | | | | |
| 202-487-801-075 | EDWIN DR (S19-23) -PROJECT EXPENSE | 3,800.00 | 3,800.00 | 1,045.00 | 2,755.00 | 72.50 |
| Total Dept 487 | | 3,800.00 | 3,800.00 | 1,045.00 | 2,755.00 | 72.50 |
| Dept 496 | | | | | | |
| 202-496-801-075 | CRYSTAL VALLEY (S24-33) - PROJECT EXP | 134,920.00 | 134,920.00 | 0.00 | 134,920.00 | 100.00 |
| Total Dept 496 | | 134,920.00 | 134,920.00 | 0.00 | 134,920.00 | 100.00 |
| Dept 497 | | | | | | |
| 202-497-801-075 | DEBORA DR (W24-38) -PROJECT EXP | 0.00 | 392,000.00 | 1,868.88 | 390,131.12 | 99.52 |
| Total Dept 497 | | 0.00 | 392,000.00 | 1,868.88 | 390,131.12 | 99.52 |
| Dept 498 | | | | | | |
| 202-498-801-075 | LAKEWOOD KNOLL (S24-38) -PROJECT EXP | 0.00 | 0.00 | 2,300.16 | (2,300.16) | 0.00 |
| Total Dept 498 | | 0.00 | 0.00 | 2,300.16 | (2,300.16) | 0.00 |
| Dept 570 - LAKE IMPROVEMENTS | | | | | | |
| 202-570-801-075 | LK CHEMUNG (W23-27) -PROJECT EXPENSE | 55,000.00 | 55,000.00 | 18,577.42 | 36,422.58 | 66.22 |
| Total Dept 570 - LAKE IMPROVEMENTS | | 55,000.00 | 55,000.00 | 18,577.42 | 36,422.58 | 66.22 |

REVENUE AND EXPENDITURE REPORT FOR GENOA TOWNSHIP
 PERIOD ENDING 06/30/2024

| GL NUMBER | DESCRIPTION | 2024-25 ORIGINAL BUDGET | 2024-25 AMENDED BUDGET | YTD BALANCE 06/30/2024 | AVAILABLE BALANCE | % BDGT REMAIN |
|--|--|-------------------------------|---------------------------|---------------------------|----------------------|------------------|
| Fund 202 - SAD ROADS AND LAKES | | | | | | |
| Expenditures | | | | | | |
| Dept 571 | | | | | | |
| 202-571-801-075 | PARDEE LK (W21-25) -PROJECT EXPENSE | 22,700.00 | 22,700.00 | 6,830.50 | 15,869.50 | 69.91 |
| Total Dept 571 | | 22,700.00 | 22,700.00 | 6,830.50 | 15,869.50 | 69.91 |
| Dept 572 | | | | | | |
| 202-572-801-075 | GRAND BEACH (W21-25) -PROJECT EXPENSE | 13,508.00 | 13,508.00 | 6,807.35 | 6,700.65 | 49.61 |
| Total Dept 572 | | 13,508.00 | 13,508.00 | 6,807.35 | 6,700.65 | 49.61 |
| Dept 573 | | | | | | |
| 202-573-801-075 | E/W CROOKED LK (S23-27) -PROJECT EXPENSE | 15,000.00 | 15,000.00 | 12,904.19 | 2,095.81 | 13.97 |
| Total Dept 573 | | 15,000.00 | 15,000.00 | 12,904.19 | 2,095.81 | 13.97 |
| Dept 575 | | | | | | |
| 202-575-801-075 | BAETCKE LK (S23-27) -PROJECT EXPENSE | 7,000.00 | 7,000.00 | 7,000.00 | 0.00 | 0.00 |
| Total Dept 575 | | 7,000.00 | 7,000.00 | 7,000.00 | 0.00 | 0.00 |
| Dept 852 - TRANSFER TO OTHER FUNDS | | | | | | |
| 202-852-995-101 | SAD INTEREST TRANSFER OUT TO 101 | 8,000.00 | 8,000.00 | 0.00 | 8,000.00 | 100.00 |
| Total Dept 852 - TRANSFER TO OTHER FUNDS | | 8,000.00 | 8,000.00 | 0.00 | 8,000.00 | 100.00 |
| Dept 906 | | | | | | |
| 202-906-956-000 | MISC EXPENSE | 600.00 | 600.00 | 200.00 | 400.00 | 66.67 |
| Total Dept 906 | | 600.00 | 600.00 | 200.00 | 400.00 | 66.67 |
| TOTAL EXPENDITURES | | 269,523.00 | 661,523.00 | 57,677.07 | 603,845.93 | 91.28 |
| Fund 202 - SAD ROADS AND LAKES: | | | | | | |
| TOTAL REVENUES | | 291,062.00 | 321,655.00 | 31,464.42 | 290,190.58 | 90.22 |
| TOTAL EXPENDITURES | | 269,523.00 | 661,523.00 | 57,677.07 | 603,845.93 | 91.28 |
| NET OF REVENUES & EXPENDITURES | | 21,539.00 | (339,868.00) | (26,212.65) | (313,655.35) | 92.29 |

PERIOD ENDING 06/30/2024

| GL NUMBER | DESCRIPTION | 2024-25 ORIGINAL BUDGET | 2024-25 AMENDED BUDGET | YTD BALANCE 06/30/2024 | AVAILABLE BALANCE | % BDGT REMAIN |
|-------------------------------------|--|-------------------------|------------------------|------------------------|-------------------|---------------|
| Fund 208 - PARK/RECREATION FUND | | | | | | |
| Revenues | | | | | | |
| Dept 000 - REVENUE | | | | | | |
| 208-000-434-001 | FARM LEASE REVENUE | 2,800.00 | 2,800.00 | 0.00 | 2,800.00 | 100.00 |
| 208-000-665-001 | INTEREST | 6,000.00 | 6,000.00 | 7,249.25 | (1,249.25) | (20.82) |
| 208-000-699-101 | TRANSFER IN FROM GF #101 OPERATING | 850,000.00 | 850,000.00 | 0.00 | 850,000.00 | 100.00 |
| Total Dept 000 - REVENUE | | 858,800.00 | 858,800.00 | 7,249.25 | 851,550.75 | 99.16 |
| TOTAL REVENUES | | 858,800.00 | 858,800.00 | 7,249.25 | 851,550.75 | 99.16 |
| Expenditures | | | | | | |
| Dept 223 - AUDIT | | | | | | |
| 208-223-801-000 | AUDIT | 500.00 | 500.00 | 0.00 | 500.00 | 100.00 |
| Total Dept 223 - AUDIT | | 500.00 | 500.00 | 0.00 | 500.00 | 100.00 |
| Dept 751 - PARKS & RECREATION | | | | | | |
| 208-751-934-006 | PARK PLANNING/ENGINEERING | 30,000.00 | 30,000.00 | 0.00 | 30,000.00 | 100.00 |
| 208-751-934-007 | HAPRA | 124,500.00 | 124,500.00 | 31,125.00 | 93,375.00 | 75.00 |
| 208-751-934-011 | BOARDWALK/RAILING IMPROVEMENTS | 30,000.00 | 30,000.00 | 15,105.50 | 14,894.50 | 49.65 |
| 208-751-934-013 | SECURITY UPGRADES | 50,000.00 | 50,000.00 | 6,151.06 | 43,848.94 | 87.70 |
| 208-751-934-015 | REPAIR/REPLACE RUBBER- POUR IN PLACE | 13,200.00 | 13,200.00 | 0.00 | 13,200.00 | 100.00 |
| 208-751-934-016 | TWP PAVILION RESTROOM EXPANSION/ADDITION | 200,000.00 | 200,000.00 | 0.00 | 200,000.00 | 100.00 |
| 208-751-934-017 | NORTH SOCCER FIELD DRAINAGE REPAIR | 60,000.00 | 60,000.00 | 0.00 | 60,000.00 | 100.00 |
| 208-751-934-018 | PARKING EXPANSION/PICKLEBALL | 500,000.00 | 500,000.00 | 0.00 | 500,000.00 | 100.00 |
| 208-751-934-019 | WAYFINDING SIGNAGE | 2,000.00 | 2,000.00 | 0.00 | 2,000.00 | 100.00 |
| 208-751-934-060 | PATH / PARK MAINTENANCE | 175,000.00 | 175,000.00 | 28,437.25 | 146,562.75 | 83.75 |
| 208-751-934-061 | EQUIPMENT REPLACEMENT | 5,000.00 | 5,000.00 | 0.00 | 5,000.00 | 100.00 |
| Total Dept 751 - PARKS & RECREATION | | 1,189,700.00 | 1,189,700.00 | 80,818.81 | 1,108,881.19 | 93.21 |
| Dept 906 | | | | | | |
| 208-906-956-000 | MISC EXPENSE | 1,000.00 | 1,000.00 | 482.10 | 517.90 | 51.79 |
| Total Dept 906 | | 1,000.00 | 1,000.00 | 482.10 | 517.90 | 51.79 |
| TOTAL EXPENDITURES | | 1,191,200.00 | 1,191,200.00 | 81,300.91 | 1,109,899.09 | 93.17 |
| Fund 208 - PARK/RECREATION FUND: | | | | | | |
| TOTAL REVENUES | | 858,800.00 | 858,800.00 | 7,249.25 | 851,550.75 | 99.16 |
| TOTAL EXPENDITURES | | 1,191,200.00 | 1,191,200.00 | 81,300.91 | 1,109,899.09 | 93.17 |
| NET OF REVENUES & EXPENDITURES | | (332,400.00) | (332,400.00) | (74,051.66) | (258,348.34) | 77.72 |

REVENUE AND EXPENDITURE REPORT FOR GENOA TOWNSHIP
 PERIOD ENDING 06/30/2024

| GL NUMBER | DESCRIPTION | 2024-25 ORIGINAL BUDGET | 2024-25 AMENDED BUDGET | YTD BALANCE 06/30/2024 | AVAILABLE BALANCE | % BDGT REMAIN |
|---|-------------------------------|-------------------------------|---------------------------|---------------------------|----------------------|------------------|
| Fund 212 - LIQUOR LAW ENFORCEMENT | | | | | | |
| Revenues | | | | | | |
| Dept 000 - REVENUE | | | | | | |
| 212-000-574-001 | STATE SHARED REV LIQUOR LAW | 16,700.00 | 16,700.00 | 13,545.95 | 3,154.05 | 18.89 |
| 212-000-665-001 | INTEREST | 20.00 | 20.00 | 9.61 | 10.39 | 51.95 |
| Total Dept 000 - REVENUE | | 16,720.00 | 16,720.00 | 13,555.56 | 3,164.44 | 18.93 |
| TOTAL REVENUES | | 16,720.00 | 16,720.00 | 13,555.56 | 3,164.44 | 18.93 |
| Expenditures | | | | | | |
| Dept 330 - LIQUOR LAW ENFORCEMENT | | | | | | |
| 212-330-702-013 | LIQUOR LAW ENF WAGES | 9,336.00 | 9,336.00 | 0.00 | 9,336.00 | 100.00 |
| 212-330-709-009 | EMPLOYER'S SHARE FICA | 724.00 | 724.00 | 0.00 | 724.00 | 100.00 |
| 212-330-715-002 | RETIREMENT | 933.00 | 933.00 | 0.00 | 933.00 | 100.00 |
| 212-330-801-070 | AUDITING EXPENSE | 500.00 | 500.00 | 0.00 | 500.00 | 100.00 |
| 212-330-803-070 | LIQUOR LAW ADM FEE/GENOA TWP. | 3,605.00 | 3,605.00 | 0.00 | 3,605.00 | 100.00 |
| 212-330-860-070 | VEHICLE EXPENSE | 1,545.00 | 1,545.00 | 0.00 | 1,545.00 | 100.00 |
| Total Dept 330 - LIQUOR LAW ENFORCEMENT | | 16,643.00 | 16,643.00 | 0.00 | 16,643.00 | 100.00 |
| TOTAL EXPENDITURES | | 16,643.00 | 16,643.00 | 0.00 | 16,643.00 | 100.00 |
| Fund 212 - LIQUOR LAW ENFORCEMENT: | | | | | | |
| TOTAL REVENUES | | 16,720.00 | 16,720.00 | 13,555.56 | 3,164.44 | 18.93 |
| TOTAL EXPENDITURES | | 16,643.00 | 16,643.00 | 0.00 | 16,643.00 | 100.00 |
| NET OF REVENUES & EXPENDITURES | | 77.00 | 77.00 | 13,555.56 | (13,478.56) | 7,504.62 |

REVENUE AND EXPENDITURE REPORT FOR GENOA TOWNSHIP
 PERIOD ENDING 06/30/2024

| GL NUMBER | DESCRIPTION | 2024-25 ORIGINAL BUDGET | 2024-25 AMENDED BUDGET | YTD BALANCE 06/30/2024 | AVAILABLE BALANCE | % BDGT REMAIN |
|---------------------------------------|--------------------------------------|-------------------------------|---------------------------|---------------------------|----------------------|------------------|
| Fund 249 - BUILDING AND GROUNDS FUND | | | | | | |
| Revenues | | | | | | |
| Dept 000 - REVENUE | | | | | | |
| 249-000-665-001 | INTEREST | 1,440.00 | 1,440.00 | 3,518.07 | (2,078.07) | (144.31) |
| 249-000-699-000 | OPERATING TRANSFER IN #101 | 550,000.00 | 550,000.00 | 0.00 | 550,000.00 | 100.00 |
| Total Dept 000 - REVENUE | | 551,440.00 | 551,440.00 | 3,518.07 | 547,921.93 | 99.36 |
| TOTAL REVENUES | | 551,440.00 | 551,440.00 | 3,518.07 | 547,921.93 | 99.36 |
| Expenditures | | | | | | |
| Dept 265 - BUILDING & GROUNDS | | | | | | |
| 249-265-801-000 | AUDIT | 250.00 | 250.00 | 0.00 | 250.00 | 100.00 |
| 249-265-955-000 | MISCELLANEOUS EXP | 0.00 | 0.00 | 100.00 | (100.00) | 0.00 |
| 249-265-981-007 | ASPHALT REPLACE, REPAIRS & RESEALING | 50,000.00 | 50,000.00 | 0.00 | 50,000.00 | 100.00 |
| 249-265-981-008 | SECURITY UPGRADES | 100,000.00 | 100,000.00 | 1,532.50 | 98,467.50 | 98.47 |
| 249-265-981-012 | TWP BOARD ROOM UPGRADES | 50,000.00 | 50,000.00 | 0.00 | 50,000.00 | 100.00 |
| 249-265-981-013 | TWP HALL CUBICLE/CARPET DESIGN | 10,000.00 | 10,000.00 | 0.00 | 10,000.00 | 100.00 |
| 249-265-981-014 | HERBST HOME OFFICE RENOVATION | 400,000.00 | 400,000.00 | 0.00 | 400,000.00 | 100.00 |
| 249-265-981-015 | WAYFINDING SIGNS | 3,000.00 | 3,000.00 | 0.00 | 3,000.00 | 100.00 |
| Total Dept 265 - BUILDING & GROUNDS | | 613,250.00 | 613,250.00 | 1,632.50 | 611,617.50 | 99.73 |
| TOTAL EXPENDITURES | | 613,250.00 | 613,250.00 | 1,632.50 | 611,617.50 | 99.73 |
| Fund 249 - BUILDING AND GROUNDS FUND: | | | | | | |
| TOTAL REVENUES | | 551,440.00 | 551,440.00 | 3,518.07 | 547,921.93 | 99.36 |
| TOTAL EXPENDITURES | | 613,250.00 | 613,250.00 | 1,632.50 | 611,617.50 | 99.73 |
| NET OF REVENUES & EXPENDITURES | | (61,810.00) | (61,810.00) | 1,885.57 | (63,695.57) | 96.95 |

REVENUE AND EXPENDITURE REPORT FOR GENOA TOWNSHIP
 PERIOD ENDING 06/30/2024

| GL NUMBER | DESCRIPTION | 2024-25 | | YTD BALANCE 06/30/2024 | AVAILABLE BALANCE | % BDGT REMAIN |
|-----------------------------------|---------------------------------------|--------------------|---------------------------|---------------------------|----------------------|------------------|
| | | ORIGINAL BUDGET | 2024-25 AMENDED BUDGET | | | |
| Fund 401 - ROAD IMPROVEMENT FUND | | | | | | |
| Revenues | | | | | | |
| Dept 000 - REVENUE | | | | | | |
| 401-000-665-001 | INTEREST | 22,800.00 | 22,800.00 | 9,484.85 | 13,315.15 | 58.40 |
| 401-000-699-000 | OPERATING TRANSFER IN | 1,000,000.00 | 1,000,000.00 | 0.00 | 1,000,000.00 | 100.00 |
| Total Dept 000 - REVENUE | | 1,022,800.00 | 1,022,800.00 | 9,484.85 | 1,013,315.15 | 99.07 |
| TOTAL REVENUES | | 1,022,800.00 | 1,022,800.00 | 9,484.85 | 1,013,315.15 | 99.07 |
| Expenditures | | | | | | |
| Dept 223 - AUDIT | | | | | | |
| 401-223-801-000 | AUDIT | 500.00 | 500.00 | 0.00 | 500.00 | 100.00 |
| Total Dept 223 - AUDIT | | 500.00 | 500.00 | 0.00 | 500.00 | 100.00 |
| Dept 446 - ROAD PROJECTS | | | | | | |
| 401-446-804-000 | DUST CONTROL/CHLORIDE | 95,000.00 | 95,000.00 | 12,409.05 | 82,590.95 | 86.94 |
| 401-446-812-002 | KELLOGG - LIMESTONE G.C. TO MCCLEMENS | 125,000.00 | 125,000.00 | 0.00 | 125,000.00 | 100.00 |
| 401-446-812-003 | KELLOGG - GRAVEL G.R. TO MCCLEMENS | 105,000.00 | 105,000.00 | 0.00 | 105,000.00 | 100.00 |
| 401-446-812-004 | EULER GRAVEL | 90,000.00 | 90,000.00 | 0.00 | 90,000.00 | 100.00 |
| 401-446-812-005 | MCCLEMENS LIMESTONE | 127,000.00 | 127,000.00 | 0.00 | 127,000.00 | 100.00 |
| 401-446-812-006 | CHALLIS/BAUER ROUNDABOUT | 500,000.00 | 500,000.00 | 0.00 | 500,000.00 | 100.00 |
| 401-446-812-007 | CHILSON ROAD-BECK TO GRAND RIVER | 600,000.00 | 600,000.00 | 0.00 | 600,000.00 | 100.00 |
| Total Dept 446 - ROAD PROJECTS | | 1,642,000.00 | 1,642,000.00 | 12,409.05 | 1,629,590.95 | 99.24 |
| Dept 906 | | | | | | |
| 401-906-956-000 | MISC EXPENSE | 600.00 | 600.00 | 200.00 | 400.00 | 66.67 |
| Total Dept 906 | | 600.00 | 600.00 | 200.00 | 400.00 | 66.67 |
| TOTAL EXPENDITURES | | 1,643,100.00 | 1,643,100.00 | 12,609.05 | 1,630,490.95 | 99.23 |
| Fund 401 - ROAD IMPROVEMENT FUND: | | | | | | |
| TOTAL REVENUES | | 1,022,800.00 | 1,022,800.00 | 9,484.85 | 1,013,315.15 | 99.07 |
| TOTAL EXPENDITURES | | 1,643,100.00 | 1,643,100.00 | 12,609.05 | 1,630,490.95 | 99.23 |
| NET OF REVENUES & EXPENDITURES | | (620,300.00) | (620,300.00) | (3,124.20) | (617,175.80) | 99.50 |

REVENUE AND EXPENDITURE REPORT FOR GENOA TOWNSHIP
 PERIOD ENDING 06/30/2024

| GL NUMBER | DESCRIPTION | 2024-25 ORIGINAL BUDGET | 2024-25 AMENDED BUDGET | YTD BALANCE 06/30/2024 | AVAILABLE BALANCE | % BDGT REMAIN |
|---|---|-------------------------------|---------------------------|---------------------------|----------------------|------------------|
| Fund 464 - GENOA TOWNSHIP ARPA | | | | | | |
| Revenues | | | | | | |
| Dept 000 - REVENUE | | | | | | |
| 464-000-665-001 | INTEREST | 1,000.00 | 1,000.00 | 3,722.57 | (2,722.57) | (272.26) |
| Total Dept 000 - REVENUE | | 1,000.00 | 1,000.00 | 3,722.57 | (2,722.57) | (272.26) |
| TOTAL REVENUES | | 1,000.00 | 1,000.00 | 3,722.57 | (2,722.57) | (272.26) |
| Expenditures | | | | | | |
| Dept 521 - REFUSE COLLECTION | | | | | | |
| 464-521-802-000 | ADDITIONAL RECYCLING EXPENSES | 224,000.00 | 224,000.00 | 0.00 | 224,000.00 | 100.00 |
| Total Dept 521 - REFUSE COLLECTION | | 224,000.00 | 224,000.00 | 0.00 | 224,000.00 | 100.00 |
| Dept 900 - CAPITAL OUTLAY FUNCTION | | | | | | |
| 464-900-977-001 | BROADBAND | 112,500.00 | 112,500.00 | 0.00 | 112,500.00 | 100.00 |
| Total Dept 900 - CAPITAL OUTLAY FUNCTION | | 112,500.00 | 112,500.00 | 0.00 | 112,500.00 | 100.00 |
| Dept 906 | | | | | | |
| 464-906-956-000 | MISC EXPENSE | 600.00 | 600.00 | 200.00 | 400.00 | 66.67 |
| Total Dept 906 | | 600.00 | 600.00 | 200.00 | 400.00 | 66.67 |
| Dept 965 - TRANSFERS OUT & OTHER FINANCING USES | | | | | | |
| 464-965-995-101 | TRANSFER OUT - FUND #101 - GENERAL FUND | 34,631.00 | 34,631.00 | 0.00 | 34,631.00 | 100.00 |
| Total Dept 965 - TRANSFERS OUT & OTHER FINANCING USES | | 34,631.00 | 34,631.00 | 0.00 | 34,631.00 | 100.00 |
| TOTAL EXPENDITURES | | 371,731.00 | 371,731.00 | 200.00 | 371,531.00 | 99.95 |
| Fund 464 - GENOA TOWNSHIP ARPA: | | | | | | |
| TOTAL REVENUES | | 1,000.00 | 1,000.00 | 3,722.57 | (2,722.57) | (272.26) |
| TOTAL EXPENDITURES | | 371,731.00 | 371,731.00 | 200.00 | 371,531.00 | 99.95 |
| NET OF REVENUES & EXPENDITURES | | (370,731.00) | (370,731.00) | 3,522.57 | (374,253.57) | 99.05 |
| TOTAL REVENUES - ALL FUNDS | | | | | | |
| | | 9,197,764.00 | 9,228,357.00 | 1,024,016.51 | 8,204,340.49 | 88.90 |
| TOTAL EXPENDITURES - ALL FUNDS | | | | | | |
| | | 11,292,369.00 | 11,684,369.00 | 1,181,855.26 | 10,502,513.74 | 89.89 |
| NET OF REVENUES & EXPENDITURES | | | | | | |
| | | (2,094,605.00) | (2,456,012.00) | (157,838.75) | (2,298,173.25) | 93.57 |



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

MEMORANDUM

TO: Honorable Board of Trustees
FROM: Kelly VanMarter, Township Manager
DATE: September 11, 2024
RE: Clerk's Request for Clothing Order

The Township Clerk has requested Board discussion regarding placing a Land's End clothing order. Shortly before the August primary election, the Township Clerk requested a clothing order. I did not authorize this order because I felt it was an inappropriate expense given the uncertainty of the election. In the absence of success in the primary election, I continue to feel that a purchase of logo branded clothing is an inappropriate use of funds for an outgoing official. The Clerk is requesting Board consideration of this issue.

If you have questions prior to Monday night's meeting please let me know.

Sincerely,

Kelly VanMarter

SUPERVISOR

Bill Rogers

CLERK

Paulette A. Skolarus

TREASURER

Robin L. Hunt

TRUSTEES

Jean W. Ledford

Terry Croft

Diana Lowe

Jeff Dhaenens

MANAGER

Kelly VanMarter

Board Correspondence

Spring 2024



Progress Photographs Through September 12, 2024



Progress Photographs Through September 12, 2024



Progress Photographs Through September 12, 2024



Progress Photographs Through September 12, 2024



Progress Photographs Through September 12, 2024

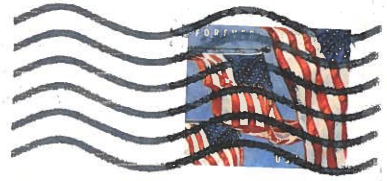


Progress Photographs Through September 12, 2024



LWV LEAGUE OF WOMEN VOTERS® 480
OF LIVINGSTON COUNTY

P. O. Box 362
Howell, MI 48844



*Genoa Twp. Board
2911 Dow Rd.
Brighton, Mi.
48116*

16-94661



have had a big
impact on your
responsibilities)

Thank you!
We salute you for a
job well done.

Shirley Jackson and
Ellen Gafferty
Co-Presidents,
L.W.V. of Livingston Co.

Dear Polly,
The L.W.V. recognizes
the important role
that you and the
Genoa Twp. Board plays
in making sure that
voting takes place
in a secure, accessible,
and efficient manner
in Genoa Twp.

We realize that
the new voting laws