

MARION TOWNSHIP  
BOARD OF TRUSTEES  
REGULAR MEETING  
Thursday, December 12, 2019  
7:30 p.m.

Call to Order

Pledge of Allegiance

Members Present/Members Absent

Call to the Public

- 1) Approval of Agenda
- 2) Consent Agenda
  - a. Approval of November 14, 2019 Regular Meeting Minutes
  - b. DPW Report
  - c. Zoning Report
  - d. November 2019 General Fund Report
  - e. October 22, 2019 HAPRA Minutes
  - f. November 19, 2019 HAPRA Minutes
  - g. November 20, 2019 MHOG Agenda/Minutes
  - h. November 20, 2019 HAFA Agenda/Minutes
- 3) Rurik Road Maintenance SAD Public Hearing (creating the roll)
- 4) Rurik Road Maintenance SAD Resolution
- 5) Parker Drive Maintenance SAD Public Hearing(creating the district)
- 6) Parker Drive Maintenance SAD Resolution
- 7) Parker Drive Maintenance SAD Public Hearing (Creating the roll)
- 8) Parker Drive Maintenance SAD Resolution
- 9) Schmaus Show Cause Hearing
- 10) 2019 Audit Presentation/Audit Contract
- 11) Evergreen Landscape Site Plan #02-19
- 12) LoRea Site Plan #03-19
- 13) Paul Marie Intergovernmental Agreement
- 14) Howell School's 2020 Summer Tax Collection Resolution
- 15) Darakjian Property
- 16) Final Review of TXT#03-18; Section 17.32 Home Based Business Special Use
- 17) Nuisance Ordinance
- 16) Planning Commission Appointment

Correspondence and Updates

Meadows West Letter of Credit

Development Standards

CVTRS

Livingston County Update

2019 Buck Pole Thank You Letter

Call to the Public

Adjournment

Reminder: Next Board Packet will be ready after 3pm on Thursday, January 2, 2020

DRAFT

MARION TOWNSHIP  
BOARD OF TRUSTEES  
REGULAR MEETING  
NOVEMBER 14, 2019

MEMBERS PRESENT: Les Andersen, Tammy Beal, Dan Lowe, Duane Stokes, Scott Lloyd, Greg Durbin, and Bob Hanvey

MEMBERS ABSENT: None

OTHERS PRESENT: Dave Hamann, Zoning Administrator

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CALL TO ORDER

Bob Hanvey called the meeting to order at 7:30 pm.

PLEDGE OF ALLEGIANCE

BOARD MEMBERS PRESENT

The board members introduced themselves.

CALL TO THE PUBLIC

Don Parker, 502 Chandler, said he has been retained by a client who has submitted an offer for the property known as the "Darakjian" property. The client has many years of experience in developing property. Bob Hanvey said their unsolicited offer was received today, and will be discussed at the December 12 meeting.

APPROVAL OF AGENDA

Greg Durbin motioned to approve the agenda. Les Andersen seconded. **Motion carried.**

CONSENT AGENDA

Les Andersen motioned to approve the consent agenda. Greg Durbin seconded. **Motion carried.**

BLUE CROSS/BLUE SHIELD RENEWAL

Les Andersen motioned to accept the proposal for Blue Cross/Blue Shield of Michigan Simply Blue HSA PPO Gold \$2800, as presented. Tammy Beal seconded. Roll call vote: Lowe, Lloyd, Beal, Hanvey, Durbin, Andersen, Stokes—all yes. **Motion carried 7-0.**

SAD PUBLIC HEARING FOR RURIK ROAD MAINTENANCE

Bob Hanvey explained the process to the attendees and said forms to object to the creation of the SAD were available. Mr. Hanvey opened the public hearing at 7:36 pm. Tom Vanderplas, 1877 Olympia, asked if Monroe would still be doing the work. Mr. Hanvey said he indicated he would. Bob Sabo, 4305 Irene, said Mr. Monroe indicated the price would be the same. The public hearing was closed at 7:37 pm.

Les Andersen motioned to adopt a resolution to schedule a hearing on the roll for the Rurik, Irene, Olympia, Adria Snow Removal Special Assessment District, for December 12 at 7:30 pm, as presented. Tammy Beal seconded. Roll call vote: Stokes, Durbin, Hanvey, Lloyd, Beal, Andersen, Lowe—all yes. **Resolution passed 7-0.**

## SET PUBLIC HEARING FOR PARKER DRIVE MAINTENANCE

An informal meeting was previously held with 10-15 residents in attendance who are interested. There need to be two public hearings: one for creation of the district and one for the roll. The public hearings will be held the same day, each public hearing will have two notices published, and a separate letter for each will be sent to property owners. Les Andersen said he doesn't want the township named in the agreement with regard to the amount of snow at the township hall. Bob Hanvey said that can be modified.

Les Andersen motioned to adopt a resolution to schedule a public hearing on December 12 for creation of a special assessment district for Parker Drive maintenance. Duane Stokes seconded. Roll call vote: Beal, Andersen, Stokes, Durbin, Lowe, Hanvey, Lloyd—all yes. **Resolution passed 7-0.**

Tammy Beal motioned to adopt a resolution to schedule a public hearing on December 12 for the Parker Drive maintenance SAD roll. Greg Durbin seconded. Roll call vote: Hanvey, Lowe, Durbin, Beal, Lloyd, Stokes, Andersen—all yes. **Resolution passed 7-0.**

## DARAKJIAN PROPERTY

Two unsolicited offers have been received for this property. Bob Hanvey said the board members need to decide if the township is interested in selling the parcels and, if so, how to handle multiple offers. Les Andersen said he would like to have an appraisal done. Scott Lloyd would like to see the second offer that was received today, and that buyer is represented by Sally Witt. Ms. Witt said it is a cash offer with no contingencies.

Les Andersen motioned to have an appraisal done for the "Darakjian" property not to exceed \$10,000. Scott Lloyd seconded. Discussion: Don Parker said the Howell City Planning Commission will be discussing an industrial shredder proposed for a nearby parcel at the November 20 Planning Commission meeting. Roll call vote: Stokes, Beal, Andersen, Lowe, Hanvey, Lloyd, Durbin—all yes. **Motion carried 7-0.**

## AERIAL IMAGERY PROJECT

Duane Stokes motioned to partner with Livingston County governmental agencies to acquire high resolution imagery for 2020, as presented. Les Andersen seconded. **Motion carried 6-1** (Lowe—no.)

Scott Lloyd motioned to select the 6" imagery for the aerial photos. Greg Durbin seconded. Roll call vote: Lowe—yes; Durbin—yes; Lloyd—yes; Stokes—yes; Andersen—yes; Beal—no; Hanvey—yes. **Motion carried 6-1** (Beal—no.)

## FINAL REVIEW OF TXT #03-18 SECTION 6.14—HOME OCCUPATIONS AND SECTION 17.32—HOME-BASED BUSINESS SPECIAL USE

Les Andersen said he feels that home businesses either need a special use permit or should be in a commercial zoning district. Greg Durbin questioned the section that requires that all activity should be recorded in Section 17.32. Duane Stokes feels a small sign should be allowed in Section 6.14.

Duane Stokes motioned to approve the proposed text amendment for Section 6.14—Home Occupations as presented. Les Andersen seconded. Roll call vote: Lowe—no; Lloyd—no; Beal—no; Hanvey—no; Durbin—no; Andersen—yes; Stokes—no. **Motion failed 1-6.**

Duane Stokes motioned to approve the proposed text amendment for Section 6.14—Home Occupations with item "M" removed. Tammy Beal seconded. Roll call vote: Stokes—yes; Durbin—yes; Hanvey—no; Lloyd—no; Beal—yes; Andersen—no; Lowe—no. **Motion failed 3-4.**

Scott Lloyd motioned to approve the proposed text amendment for Section 6.14—Home Occupations with items "M" and "O" removed. Dan Lowe seconded. Roll call vote: Beal—no; Andersen—no; Lowe—yes; Durbin—no; Stokes—yes; Hanvey—yes; Lloyd—yes. **Motion carried 4-3.**

Tammy Beal motioned to postpone discussion on the proposed text amendment for Section 17.32—Home-based Business Special Use. Greg Durbin seconded. **Motion carried.**

#### **MAHER SEWER LEAD**

Lisa Maher, 987 Peavy, was present to discuss her proposal for cash in lieu of sewer access. After discussion, Tammy Beal motioned to pay Lisa Maher \$25,000 in exchange for the right to one (1) sewer REU and one (1) water REU, and the right to get an additional REU at a reduced price to satisfy the easement agreement; Ms. Maher's attorney will provide the agreement. Les Andersen seconded. Roll call vote: Hanvey, Lowe, Durbin, Beal, Lloyd, Stokes, Andersen—all yes. **Motion carried 7-0.**

#### **HURON VALLEY FEDERAL AID COMMITTEE**

Tammy Beal motioned to nominate Bob Hanvey as the representative for the Huron Valley Federal Aid committee. Les Andersen seconded. **Motion carried.**

Tammy Beal motioned to nominate Scott Lloyd as an alternate for the Huron Valley Federal Aid committee. Les Andersen seconded. **Motion carried 6-1** (Lloyd—no.)

#### **MARION TOWNSHIP EMPLOYEE HANDBOOK**

Duane Stokes motioned to approve the employee handbook changes as presented. Les Andersen seconded. **Motion carried.**

#### **ZBA REPORT**

Dan Lowe reported that one variance request was granted for a deck on Triangle Lake.

#### **CORRESPONDENCE & UPDATES**

Dan Lowe asked about the status of the engine braking signs; Bob Hanvey said when the nuisance ordinance is approved, the signs will be installed with the ordinance cited on them.

Duane Stokes explained some of the new features of the quarterly investment report.

#### **CALL TO THE PUBLIC**

No response.

#### **ADJOURNMENT**

Les Andersen motioned to adjourn at 9:35 pm. Tammy Beal seconded. **Motion carried.**

Submitted by: J. Timberlake

\_\_\_\_\_  
Tammy L. Beal, Township Clerk      Date

\_\_\_\_\_  
Robert W. Hanvey, Township Supervisor      Date

MARION TOWNSHIP  
BOARD OF TRUSTEES  
SPECIAL MEETING  
November 14, 2019  
6:30 pm

MEMBERS PRESENT: Les Andersen, Tammy Beal, Greg Durbin, Dan Lowe, Scott Lloyd, Bob Hanvey, and Duane Stokes

MEMBERS ABSENT: None

OTHERS PRESENT: Burnham & Flower Representative Tom Armintrout

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CALL TO ORDER

Bob Hanvey called the meeting to order at 6:31 pm

BLUE CROSS/BLUE SHIELD PRESENTATION

Tom Armintrout from Burnham & Flower Insurance Group explained the different health care plans and the options that the township has. We do have over 20 employees on payroll, they are not all eligible for the insurance but are counted as far as the insurance company is concerned because they are on payroll. He also answered questions about Medicare for when employees turn 65.

ADJOURNMENT

Les Andersen motioned to adjourn at 7:04 pm. Duane Stokes seconded. **Motion carried.**

Submitted by: Tammy Beal

\_\_\_\_\_  
Tammy L. Beal, Township Clerk      Date

\_\_\_\_\_  
Robert W. Hanvey, Township Supervisor      Date

DPW Report

	2019												
	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
<b>WATER</b>													
NEW	4	2	9	6	5	0	6	5	11	5	2		55
EXISTING													
REPLACEMENT													
<b>IRRIGATION</b>													
NEW			2	1	2	1	10		2	2			20
EXISTING													
<b>SEWER</b>													
NEW	4	1	8	4	3	0	7	5	12	5	3		52
EXISTING													
<b>TOTAL</b>	<b>8</b>	<b>3</b>	<b>19</b>	<b>11</b>	<b>10</b>	<b>1</b>	<b>23</b>	<b>10</b>	<b>25</b>	<b>12</b>			<b>127</b>

2019 ZONING REPORT

	'JAN	'FEB	'MARCH	'APRIL	'MAY	'JUNE	'JULY	'AUG	'SEPT	'OCT	'NOV	'DEC	TOTAL
Homes	5	2	9	11	4	5	9	7	12	9	4		77
Condo Units													0
Accessory Bldgs.	4	1		3		1	1	1	2	3	2		18
Decks		2	1	3	3	3	2	1	2	6	1		24
Pools		1	2	2				1	2	1			9
Additions	1			1		1	1		2	1			7
Land Balancing				1				1					2
Other			1	2		1			1				5
<b>TOTAL LAND USES</b>	<b>10</b>	<b>6</b>	<b>13</b>	<b>23</b>	<b>7</b>	<b>11</b>	<b>13</b>	<b>11</b>	<b>21</b>	<b>20</b>	<b>7</b>	<b>0</b>	<b>142</b>
Waivers	3	4	3	10	7	4	5	8	6	4	3		57
Finals	8	4	14	6	18	12	11	11	15	8	6		113
Site Plans													0
Pre-Planning Meetings			1		1	1					2		5
Sewer Inspections (started collecting data in November)											9		9

**General Fund DEPOSITS - November 2019**

<b>TYPE</b>	<b>Date</b>	<b>Account</b>	<b>Amount</b>
Deposit	11/4/2019	GENERAL FUND 44760 · LAND USE PERMITS	(\$50.00)
Deposit	11/4/2019	GENERAL FUND 44760 · LAND USE PERMITS 44760 · LAND USE PERMITS 44760 · LAND USE PERMITS 856-910 · INSURANCE/BONDS 44760 · LAND USE PERMITS 44760 · LAND USE PERMITS 45760 · STATE REV SHARING 46717 · VERIZON CELL TOWER LEASE-MONTH	(\$50.00) (\$50.00) (\$75.00) (\$228.32) (\$50.00) (\$50.00) (\$161,512.00) (\$1,058.00)
Deposit	11/7/2019	GENERAL FUND 45761 · PC-SITE PLAN & SPEC USE APP 44770 · DOG LICENSES 44025 · ADMIN FEES	(\$1,000.00) (\$19.50) (\$102.04)
Deposit	11/13/2019	GENERAL FUND 44760 · LAND USE PERMITS	(\$75.00)
Deposit	11/14/2019	GENERAL FUND 44760 · LAND USE PERMITS 44760 · LAND USE PERMITS 44760 · LAND USE PERMITS 44760 · LAND USE PERMITS	(\$50.00) (\$50.00) (\$75.00) (\$75.00)
Deposit	11/15/2019	LOCK BOX 46500 · CHARTER (SPECTRUM)	(\$32,563.91)
Deposit	11/21/2019	GENERAL FUND 44025 · ADMIN FEES	(\$123.63)
ACH TRANSFER	11/26/2019	GENERAL FUND 265-957 · BANK CHARGES	(\$10.00)
Deposit	11/27/2019	GENERAL FUND 44760 · LAND USE PERMITS	(\$75.00)
Deposit	11/27/2019	GENERAL FUND 44760 · LAND USE PERMITS 48065 · HALL RENTAL	(\$50.00) (\$200.00)
Deposit	11/29/2019	LOCK BOX 46711 · AT&T CELL TOWER LEASE	(\$2,281.31)
<b>TOTAL DEPOSITS / ACH TRANSFERS</b>			<b>(\$199,873.71)</b>



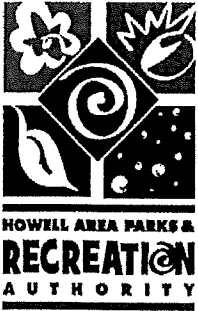
## General Fund CHECKS - November 2019

CHECK #	Date	Name	Amount
10742	11/4/2019	ALCHIN'S DISPOSAL INC	\$2,070.00
10744	11/4/2019	BS & A SOFTWARE, INC	(\$3,474.00)
10743	11/4/2019	Culligan of Ann Arbor	(\$41.50)
10746	11/4/2019	FOWLerville NEWS & VIEWS	(\$285.00)
10745	11/4/2019	MICHAEL J. KEHOE, P.C.	(\$620.50)
10741	11/4/2019	PAY CHEX	(\$16.95)
10749	11/6/2019	ALERUS PAYMENT SOLUTIONS	VOID
10753	11/6/2019	ALERUS PAYMENT SOLUTIONS	VOID
10754	11/6/2019	ALERUS PAYMENT SOLUTIONS	VOID
10750	11/6/2019	STATE OF MICHIGAN	(\$400.00)
10755	11/7/2019	ALERUS PAYMENT SOLUTIONS	(\$3,809.18)
5061208	11/7/2019	BARBARA J. HAMANN	(\$69.27)
76083240	11/7/2019	BRUCE V. POWELSON	(\$230.87)
76083233	11/7/2019	CHERYL A. RANGE	(\$184.70)
76083236	11/7/2019	DANIEL F. LOWE	(\$603.71)
5061215	11/7/2019	DAVE HAMANN	(\$3,026.08)
5061207	11/7/2019	DIANE D. BOCKHAUSEN	(\$69.27)
5061212	11/7/2019	DUANE M. STOKES	(\$2,975.92)
76083238	11/7/2019	EDMUND J. GALUBENSKY	(\$92.35)
5061209	11/7/2019	GAIL A. BURLINGAME	(\$2,940.47)
5061214	11/7/2019	GREGORY L. DURBIN	(\$1,074.53)
76083239	11/7/2019	JAMES L. ANDERSON JR.	(\$176.20)
5061205	11/7/2019	JESSICA S. TIMBERLAKE	(\$2,542.33)
5061217	11/7/2019	KAREN D. HAWKINS	(\$2,353.12)
5061210	11/7/2019	KITSEY A. RENNELLS	(\$2,440.18)
76083237	11/7/2019	LARRY J. FILLINGER	(\$92.35)
76083234	11/7/2019	LESLIE D. ANDERSEN	(\$390.23)
5061219	11/7/2019	LOREEN B. JUDSON	(\$4,110.34)
10748	11/7/2019	Marion Township Flex Fund	(\$2,005.32)
5061218	11/7/2019	PATRICIA J. HUGHES	(\$2,239.74)

5061216	11/7/2019 ROBERT W. HANVEY	(\$3,748.75)
5061213	11/7/2019 SANDRA J. LONGSTREET	(\$2,443.76)
76083235	11/7/2019 SCOTT R. LLOYD	(\$276.57)
5061204	11/7/2019 TAMMY L. BEAL	(\$2,733.31)
5061206	11/7/2019 THOMAS A. LLOYD	(\$500.14)
10747	11/7/2019 VOYA Institutional Trust	(\$300.00)
10752	11/11/2019 ALISHA WARNER	(\$100.00)
10751	11/11/2019 AUTUMN MCCLURE	(\$100.00)
10757	11/12/2019 B&L Services	(\$1,100.00)
10756	11/12/2019 CARTRIDGE WORLD	(\$164.97)
10758	11/13/2019 B&L Services	VOID
10764	11/13/2019 Charter Communications	(\$406.64)
10762	11/13/2019 DTE ENERGY	(\$394.94)
10759	11/13/2019 MARION TOWNSHIP CEMETERY FUND	(\$15,000.00)
10763	11/13/2019 MICHIGAN ASSOCIATION OF PLANNING	(\$1,950.63)
10761	11/13/2019 Michigan.com	(\$411.07)
10760	11/13/2019 NEOFUNDS BY NEOPOST	(\$250.00)
10765	11/19/2019 CARLISLE/WORTMAN, Inc.	(\$467.50)
10768	11/20/2019 B&L Services	(\$515.00)
10769	11/20/2019 BEAR WATER TREATMENT	(\$91.44)
10767	11/20/2019 CONSUMERS ENERGY	(\$164.88)
10770	11/20/2019 LIV CO TREASURER	(\$19.88)
10766	11/20/2019 STATE OF MICHIGAN	(\$142.30)
10771	11/21/2019 ECONO-PRINT INC.	(\$2,181.02)
10772	11/25/2019 Blue Cross Blue Shield of Michigan	(\$14,379.68)
10773	11/25/2019 Spicer Group Inc	(\$390.00)
10774	11/26/2019 AAA Service Network	(\$1,059.00)
10775	11/27/2019 DAVID HAMANN	(\$95.12)
10777	11/27/2019 Duane Stokes	(\$27.84)
10776	11/27/2019 Karen Hawkins	(\$120.70)
10779	11/27/2019 PNC Bank	(\$321.08)
10778	11/27/2019 SANDRA LONGSTREET	(\$18.56)

**TOTAL DEPOSITS / ACH TRANSFERS**

**(\$58,230.18)**



**Howell Area Parks & Recreation Authority**  
Bennett Recreation Center

Regular Board Meeting Minutes

October 22, 2019

**Call to Order**

Chairperson Sean Dunleavy called the meeting to order at 7:01 pm.

**Pledge of Allegiance**

**Attendance**

Chairman Sean Dunleavy, Vice Chair Diana Lowe, Treasurer Bob Ellis, Secretary Tammy Beal, Trustee Alternate Evan Rudnicki

**Absent**

Trustee Jean Graham

**Staff**

Director Tim Church, Kevin Troshak

**Public**

None

**Approval of Agenda**

Diana Lowe made a motion to approve the agenda, supported by Bob Ellis. **Motion carried 5-0.**

**Approval of Minutes**

Diana Lowe motioned to approve the September 17, 2019 Regular meeting minutes, supported by Tammy Beal. **Motion carried 5-0.**

**Call to the Public**

None heard.

## Staff Comments

None

### 2019 3<sup>rd</sup> Quarter Budget Amendments

- Adult Sports program was cut in half, we rely heavily on the schools and there is not enough courts to run a league for the second season.
- There were also scheduling issues for drop in Basket Ball, we can't start for 2 more weeks.
- Other scheduling issues made us choose youth sports over women's volleyball.
- \$14 K was lost because of no gym space.
- Some golf fees had to be refunded because of rain.
- There are increases in enrollees of youth sports and summer camp.

Motion by Bob Ellis to accept and approve the 2019 Budget Amendments, supported by Diana Lowe. **Motion carried 5-0.**

### 2020 Board Meeting Schedule

Tammy Beal questioned the March 17, 2020 Board Meeting, it was decided to change the meeting to 5 pm that evening. Motion by Diana Lowe to change the March 17, 2020 Board meeting to 5 pm, supported by Bob Ellis. **Motion carried 5-0.**

### Check Register and Bank Statements ending September 30, 2019

Everything looks good.

### Financial Reports ending September 30, 2019

Treasurer Ellis passed out a report with graph, he reported that there was 109K more than the targeted revenue and 65K more in expenses. He said we are above the solid line so everything looks good.

### Aquatic Financial Report ending September 30, 2019

The expenses were higher in July and August because of more swim lessons. Kristy has done some adjustments in the lesson by shortening them to 30 minutes, that way one more lesson can be added.

### Directors Report

- Annual report on the Director is coming up, Sean Dunleavy will email them out soon and the review will be at the December meeting.
- Legend of Sleepy Howell worked out well on Clinton Street, there were 663 runners for the Headless Horseman.
- Aquatic Center put on a Haunted House and did well for the first year, they plan on doing it again next year.
- Monster Splash is this Sunday.
- November 15<sup>th</sup> is the Buck Pole at Marion Township.
- HAPRA will have a float in the Fantasy of Lights Parade, the theme is "Book It" this year.
- Holiday in the Park- kids will get the book "Santa's Secret" by local author, Denise Brennan-Nelson.
- December 13<sup>th</sup> is Santa's Workshop.
- December 19<sup>th</sup> is Bad Santa Trivia- 18 teams have already registered out of 27 possible teams.

**Old Business**

Bob Ellis asked the update on SELCRA-there has been a conflict of events that were booked at the same time. They were asked to join our league and use our soccer fields just for the exchange of their help working the events. They joined Legacy instead.

**New Business**

Genoa, Oceola and Howell Townships have all been approached and all approved the 2020 Budget, they were also receptive to the new community center and helping fund the operation of it. Director Church and Sean Dunleavy will present this to Marion Township and Howell City this week.

**Next Meeting**

The next regular meeting is scheduled for Tuesday, November 19, 2019 at 7 pm at the Bennett Center.

Motion to adjourn at 7:45 pm by Bob Ellis, supported by Diana Lowe. **Motion carried 5-0.**

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Approved

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Date

Respectively Submitted by: Tammy L. Beal, Secretary



## Howell Area Parks & Recreation Authority

Bennett Recreation Center

### Regular Board Meeting Minutes

November 19, 2019

#### **Call to Order**

Chairperson Sean Dunleavy called the meeting to order at 7:00 pm.

#### **Pledge of Allegiance**

#### **Attendance**

Chairman Sean Dunleavy, Vice Chair Diana Lowe, Treasurer Bob Ellis, Secretary Tammy Beal, Trustee Jean Graham

#### **Staff**

Director Tim Church, Kevin Troshak

#### **Public**

None

#### **Approval of Agenda**

Bob Ellis requested moving item #8 until after item #12. Diana Lowe made a motion to approve the amended agenda, supported by Bob Ellis. **Motion carried 5-0.**

#### **Approval of Minutes**

Bob Ellis motioned to approve the October 22, 2019 Regular meeting minutes, supported by Diana Lowe. **Motion carried 5-0.**

#### **Call to the Public**

None heard.

## **Staff Comments**

Kevin Troshak reported that the fund raiser at Buffalo Wild Wings was a success, raising about \$200. The teen advisory board would like a chili cook off in January or February.

## **2020 HAPRA Budget**

All the jurisdictions approved the 2020 HAPRA budget, now this board must approve it. Motion by Diana Lowe to accept and approve the 2020 HAPRA Budget as presented supported by Bob Ellis. **Motion carried 5-0.**

## **Check Register and Bank Statements ending October 31, 2019**

Everything looks good.

## **Financial Reports ending October 31, 2019**

Treasurer Ellis passed out a report with graph, he reported that through the end of October we are \$37K below our target surplus. Revenues are \$65K above target but \$103 above target. This time last year we had a surplus on \$274 K and this year we are at \$170 K. Comparing expenses this year to the same time last year, only three departments (Enrichment, Preschool and Summer Day Camp) have spent the same or a lower percentage of their annual budget as the same time last year. Overall, we have collected 94% of budgeted revenues (vs 95% last year) and spent 82% of our budgeted expenses (vs 75% last year). He suggested that we monitor it closely for the next couple of months so that we can catch up.

## **HAAC Financial Report ending October 31, 2019**

Last year we had to cancel classes and refund about \$10 K because of lack of staffing. The August payroll was huge because of staffing. In October we did over \$17 K in revenue. The boiler at the pool was switched out so the pool was cool for about 4 days during the repair. Private lessons are booming.

## **Truck Purchase**

During events the city rents us vehicles or employees use their personal vehicles, which costs us a lot of mileage expense. There are government fleet vehicles available and we could purchase one at the State's price. Diana Lowe made a motion that we table this item until next month to see where we stand financially, Bob Ellis supported. **Motion carried 5-0.**

## **Directors Report**

- November 15<sup>th</sup> was the Buck Pole at Marion Township, there were 22 deer and \$600 was made.
- Holiday in the park will have professional grade lights for the fence; Chris Techetin made cutouts for the park. A book by local author Denise Brennan-Nelson will be presented at the entrance to the park and it will be narrated as you drive through the park and look at the cutouts that Chris made.
- A float for the Fantasy of Lights Parade is being constructed in the old Drain Commission Building.
- Kevin Troshak is having break camp the day before Thanksgiving and during Christmas break.
- Director Church met with Barbara from PayChex and the handbook is obsolete so it is now digitized so it can be updated easily.

## **Old Business**

None

**New Business**

Director Church and Chairman Sean Dunleavy approached every jurisdiction in the authority and they are all in favor of the new Oceola Center. Oceola is moving forward with engineering and they are working with an architect.

**Next Meeting**

The next regular meeting is scheduled for Tuesday, December 17, 2019 at 7 pm at the Bennett Center.

Motion to adjourn at 8:00 pm by Diana Lowe, supported by Jean Graham. **Motion carried 5-0.**

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Approved

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Date

Respectively Submitted by: Tammy L. Beal, Secretary



**MHOG Water Authority Meeting**  
**November 20, 2019**  
**5:00 PM at Oceola Township Hall**

## **AGENDA**

- 1. Approval of the Minutes of October 16, 2019**
- 2. Call to Public**
- 3. Reports**
  - **Staff Reports: Greg Tatara**
  - **Treasurer (Robin Hunt)**
  - **Engineer (Gary Markstrom)**
  - **CPA (Ken Palka)**
- 4. New Business**
  - **Correspondence**
- 5. Old Business**
- 6. Adjournment**

# Marion Howell Oceola Genoa

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WATER AUTHORITY

## MHOG Water Authority Meeting MINUTES

The Marion, Howell, Oceola, Genoa Water Authority met on October 16, 2019 at 5:00 PM at the Oceola Township Hall. Members present were Bamber, Coddington, Rogers, Hanvey, Schuhmacher, Hunt, Counts and Lowe.

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The meeting was called to order by Chairman Hanvey.

A motion was made by Rogers to approve the minutes of the September 18, 2019 meeting. The motion was seconded by Schuhmacher and carried.

A call to the public was held.

A motion was made by Schuhmacher to approve expenditures of \$200,325.67 from the M.H.O.G. Operating Fund represented by checks numbered 8199-8230, and for direct deposit debits 505 thru 512. The motion was seconded by Counts and carried.

A motion was made by Rogers to approve an expenditure of \$10,800.00 from the MHOG Capital Reserve Replacement Fund represented by check 1063. The motion was seconded by Coddington and carried.

A motion was made by Schuhmacher to approve expenditures of \$129,440.20 from the MHOG Capital Reserve Improvement Fund represented by check number 1138 and 1139. The motion was seconded by Coddington and carried.

A motion was made by Coddington to adjourn. The motion was seconded by Hunt and carried.

William J. Bamber, Secretary

## HOWELL AREA FIRE AUTHORITY MEETING

### Oceola Township Hall

1577 N. Latson Rd. – Howell, MI

November 20, 2019 – 6:00 PM

#### Authority Board

#### Members and Other

#### Officials:

Bill Bamber

Oceola Township

*Chairman*

Mike Coddington

Howell Township

*Vice Chairman*

Mark Fosdick

Cohoctah Township

*Secretary*

Robert Hanvey

Marion Township

*Member*

Nick Proctor

City of Howell

*Treasurer*

Andy Pless

*Fire Chief*

Laura Walker

*Asst. Sec./Treasurer*

1. Meeting called to order at 6:00 pm.
2. Pledge of Allegiance (all stand)
3. Approve minutes of the regular meeting of October 16, 2019
4. Call to Public (items not on agenda)
5. Discussion/Approval: 2018/2019 Annual Audit Presentation, Ken Palka.
6. Discussion/Approval: Contract renewal for HAFA Attorney Kevin Gentry.
7. Discussion/Approval: 2020 Howell Area Fire Authority Board Meeting Schedule
8. Chief's Comments
  - a. Update on status of new Marion Twp Engine
  - b. Discussion on disposal of reserve engine
9. Approve payment of bills and payroll in the amount of \$245,121.23
10. New Business
11. Old Business
12. Closed Session
13. Adjourn

#### WELCOME!

Visitors are invited to attend all meetings of the Howell Area Fire Authority Board.

If you wish to address the Board you will be recognized by the Chairman.

**HOWELL AREA FIRE AUTHORITY**

October 16, 2019 – 6:00 pm

Oceola Township Hall – 1577 N. Latson Rd. Howell, MI 48843

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**Present:** Chairman Bill Bamber, Vice Chairman Mike Coddington, Treasurer Nick Proctor, Member Bob Hanvey, Fire Chief Andy Pless, Asst. Sec/Treas. Laura Walker, Attorney Kevin Gentry

**Absent:** Secretary Mark Fosdick

Chairman Bill Bamber called the meeting to order at 6:00 pm

**Approve the minutes of the regular meeting of September 18, 2019:** MOTION by Mr. Hanvey, SUPPORT by Mr. Coddington to approve the minutes of the regular meeting of September 18, 2019. MOTION CARRIED UNANIMOUSLY.

**Call to Public:** No Response

**Approve Payment of Bills and Payroll:** MOTION by Mr. Proctor, SUPPORT by Mr. Coddington to authorize payment of bills and payroll in the amount of \$167,437.90. MOTION CARRIED UNANIMOUSLY.

**Enter Closed Session:** MOTION by Mr. Proctor, SUPPORT by Mr. Coddington to enter closed session at 6:05pm. Roll Call Vote taken, 4 yea’s and 0 nay’s.

**End Closed Session:** MOTION by Mr. Proctor, SUPPORT by Mr. Coddington to end closed session at 6:14pm. Roll Call taken, 4 yea’s and 0 nay’s.

**Adjourn:** MOTION by Mr. Proctor, SUPPORT by Mr. Coddington to adjourn the meeting at 6:15pm. MOTION CARRIED UNANIMOUSLY.

Respectfully Submitted: \_\_\_\_\_  
Laura Walker, Asst. Secretary/Treasurer

Approved By: \_\_\_\_\_  
Mark Fosdick, Secretary

HOWELL AREA FIRE AUTHORITY

2020 BOARD MEETING SCHEDULE

All meetings of the Howell area Fire Authority Board are held at the  
Oceola Township Hall – 1577 N. Latson Rd., Howell, MI 48843 at 6:00 pm

JANUARY 15, 2020

FEBRUARY 19, 2020

MARCH 18, 2020

APRIL 15, 2020

MAY 20, 2020

JUNE 17, 2020

JULY 15, 2020

AUGUST 19, 2020

SEPTEMBER 16, 2020

OCTOBER 21, 2020

NOVEMBER 18, 2020

DECEMBER 16, 2020

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## MONTHLY UPDATE TO THE BOARD

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**TO:** HOWELL AREA FIRE AUTHORITY BOARD OF DIRECTORS  
**FROM:** ANDREW PLESS, FIRE CHIEF  
**SUBJECT:** MONTHLY HAFD REPORT FOR OCTOBER, 2019  
**DATE:** NOVEMBER 11, 2019

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During the month of October, the HAFD responded to a total of 136 calls for service. There were 110 calls in October of 2018. The total year-to-date runs for 2019 is 1311. Last year's total at the end of October was 1164.

Some of the more significant events for the month included:

On October 3<sup>rd</sup>, Howell Firefighters responded Automatic-Aid to Brighton Area Fire on a fire in a mobile home with 2 exposures in the 1600 block of Sandy Shore in Genoa Township. Firefighters assisted with fire control and water supply at the scene. The home was a total loss. Both exposure homes had minor heat damage to the exterior of the homes. Cause is under investigation.

On October 14<sup>th</sup>, Howell Firefighters from Stations, 20 and 22 responded Mutual-aid on a working fire in a hotel under construction in Grand Oaks Dr. in Genoa Township. On arrival firefighters found a working fire in the wall of the structure that had spread to the attic area. Firefighters from Hartland, Green Oak and Hamburg also assisted at the scene. The fire was caused by faulty wiring in the exterior wall of the structure. Damage was limited to the top 2 floors and attic of the building. The fire suppression system had not been turned on yet due to construction still being underway.

The month of October was spent mostly with conducting annual fire safety month activities. Our Annual Open house was well attended by the public and we received several good comments from the public on the new training facilities.

Members of the Department on the Technical Rescue Team participated in an all-day Tree Rescue training exercise put on by members of Michigan Urban Search and Rescue.

Training for the month of October consisted of the Hazardous Materials refresher training, including chemical identification, table top exercises, and hands on training.

**The next meeting of the Howell Area Fire Authority Board is scheduled for Wednesday November 20<sup>th</sup>, 2019 at 6:00 pm.**

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# HOWELL AREA FIRE DEPARTMENT FIRE MARSHAL DIVISION

1211 W. Grand River  
Howell, MI 48843  
517-546-0560  
FAX: 517-546-6011  
[firemarshal@howellfire.net](mailto:firemarshal@howellfire.net)

**DATE:** November 12, 2019  
**TO:** Chief Pless  
Fire Authority Board  
**FROM:** Jamil Czubenko, Assistant Chief/Fire Marshal  
**REF:** October 2019 Month End

The month of October 2019 was busy in the Fire Marshal Division. Fire Prevention Presentations, the Legend of Sleepy Howell and planning for the 2019 Fantasy of Lights Parade are a few of the projects that the FMD were involved with. The HAFD will continue to carry Santa through the parade and his sleigh is scheduled for a tune up early in November.

The FMD participated in emergency responses and department training throughout the month.

Captain Hager graduated from the Eastern Michigan University Fire Staff and Command program. The Chief, Deputy Chief and I, along with Bryan's family, attended his graduation on EMU's campus.

The FMD has been involved with new and proposed projects for vacant property and existing buildings throughout our jurisdiction. Proposals and plans for projects continue to be submitted for review and comment.

Fire Prevention Week was October 6-12, 2019. "Not Every Hero Wears a Cape. Plan and Practice Your Escape!" was this year's NFPA message. The HAFD 2019 Open House was on Sunday, October 13, 2019 from 1:00pm to 4:00pm. The weather was great this year and we were visited by approximately 550 children and adults. Along with all of our personnel, apparatus and equipment, several community and business supporters were able to join us and share fire and safety messages. The Livingston County Sheriff's Department Explorer's provided children fingerprinting and ID's. Corrigan's Towing, Livingston County EMS, Livingston County 911, DART, MHOG, Livingston Central Dispatch and Howell PD were also additional participants in this year's event. Along with our equipment displays, there were several interactive events and demonstrations by firefighters. This event was successful and went without any incident.

Fire prevention activities have occurred throughout the month of October and are scheduled into November. The Fire Dept has either visited children in their schools or children have toured the Fire Station. Children and adults have come from our local schools, preschools and daycares. To date approximately 1850 kids and 1700 adults have made public education contact with the HAFD, totaling approximately 325 personnel hours.

The Legend of Sleepy Howell and Headless Horseman 5k had several planning meetings leading up to the October 19 event. The FMD participates on the committee and is involved with setup and food vendor safety. This year's weather and layout was great and the events drew about 15,000 people into the City of Howell during the evening. The Fire Dept provided traffic assistance for the Headless Horseman and our Ladder Truck was on display handing out candy while allowing guests to get in the back of the truck to see what is inside of it. This event was successful and went without any incident.

The HAFD visited 12 homes and installed a total of 26 smoke detectors and 7 CO detectors. To date, 239 working smoke detectors plus the 127 smokes and 31 CO detectors we've installed.

29 new inspections and 19 re-inspections were completed. 44 plan reviews, consultations and fire safety tests were also completed.

November 2019 brings us more planning for future building projects and the Fantasy of Lights, and various fire prevention events.



Public Act 188 of 1954 Proceedings

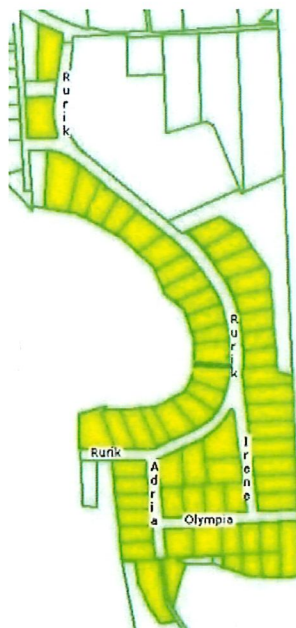
NOTICE OF RURIK, ADRIA, OLYMPIA, and IRENE DRIVES  
SPECIAL ASSESSMENT PUBLIC HEARING

Township of Marion, Livingston County, Michigan

TO: THE RESIDENTS AND PROPERTY OWNERS OF THE TOWNSHIP OF MARION,  
LIVINGSTON COUNTY, MICHIGAN, AND ANY OTHER INTERESTED PERSONS

PLEASE TAKE NOTICE that the township supervisor has prepared and filed in the office of the township clerk for public examination a special assessment roll covering all properties within the Rurik, Adria, Olympia, and Irene Special Assessment District benefited by the proposed road maintenance service. Road maintenance service is defined as snow removal and salt service. The roll has been prepared for the purpose of assessing the costs as shown. The estimated roll is in the total amount not to exceed \$6,000.00 per year, with a proposed special assessment not to exceed \$125.00 per property owner per year. The actual amount of the assessment will be annually redetermined based on actual costs and assessed without further notice. For further information, you are invited to examine the roll.

PLEASE TAKE FURTHER NOTICE that the district within which the service will be provided and within which the cost thereof is proposed to be assessed is more particularly described as follows:



Parcel Numbers		
4710-25-201-001	4710-25-201-038	4710-25-202-024
4710-25-201-002	4710-25-202-001	4710-25-202-025
4710-25-201-003	4710-25-202-002	4710-25-202-026
4710-25-201-004	4710-25-202-003	4710-25-202-027
4710-25-201-008	4710-25-202-004	4710-25-202-028
4710-25-201-012	4710-25-202-005	4710-25-202-029
4710-25-201-013	4710-25-202-006	4710-25-202-034
4710-25-201-015	4710-25-202-007	4710-25-202-035
4710-25-201-016	4710-25-202-008	4710-25-202-036
4710-25-201-018	4710-25-202-009	4710-25-202-038
4710-25-201-019	4710-25-202-010	4710-25-202-039
4710-25-201-021	4710-25-202-011	4710-25-202-041
4710-25-201-022	4710-25-202-012	4710-25-202-042
4710-25-201-025	4710-25-202-013	4710-25-202-043
4710-25-201-026	4710-25-202-014	4710-25-202-050
4710-25-201-027	4710-25-202-015	4710-25-202-052
4710-25-201-032	4710-25-202-016	4710-25-202-055
4710-25-201-034	4710-25-202-017	4710-25-400-007
4710-25-201-035	4710-25-202-018	4710-25-400-018
4710-25-201-036	4710-25-202-019	4710-25-400-019
4710-25-201-037	4710-25-202-020	

The township board will meet at the Marion Township Hall at 2877 W. Coon Lake Road, Howell, MI 48843, on December 12, 2019 at 7:30 p.m. to review the special assessment roll, to consider any objections thereto, and to confirm the roll as submitted or revised or amended. The roll may be examined at the office of the township clerk at the township hall during regular business hours of regular business days until the time of the hearing and may be examined at the hearing.

An owner or party in interest, or his or her agent, may appear in person at the hearing to protest the special assessment in writing, or may file his or her appearance and protest by letter before the hearing, and in that event, personal appearance shall not be required. The owner or any person having an interest in the real property who protests in writing at or before the hearing may file a written appeal of the special assessment with the State Tax Tribunal within 35 days after the special assessment roll is confirmed.

After the public hearing, the township board may confirm the roll as submitted or as revised or amended; may provide for payment of special assessments with interest; and may provide by resolution for such other matters as are permitted by law with regard to specials assessments for road maintenance service.

All interested persons are invited to be present at the hearing and to submit any comments they may have.

Individuals with disabilities requiring auxiliary aids or services should contact the township at the address, telephone number, or e-mail listed below seven days in advance of the meeting.

Tammy L. Beal  
Marion Township Clerk  
2877 West Coon Lake Road  
Howell MI 48843  
517-546-1588  
[tammybeal@mariontownship.com](mailto:tammybeal@mariontownship.com)

Rurik Snow  
Special Assessment Roll  
by Owner  
PROPOSED

Parcel Number	Share	Max Levy	Frontage	PCT	Object	Obj Pct	Owner Name	Property Address
4710-25-202-009	1.000	125.00	95	1.29	0.00	0.00	APPLEBERG MICHAEL A	4297 RURIK DR
4710-25-202-052	1.000	125.00	145	1.97	0.00	0.00	ARTHUR JOHN P & DEBORAH L	1846 RURIK DR
4710-25-202-026	0.250	31.25	80	1.09	0.00	0.00	BARCLAY DUANE & ANGELA	4394 RURIK DR
4710-25-202-027	0.250	31.25	80	1.09	0.00	0.00	BARCLAY DUANE & ANGELA	0 RURIK DR
4710-25-202-028	0.250	31.25	80	1.09	0.00	0.00	BARCLAY DUANE & ANGELA	0 RURIK DR
4710-25-202-029	0.250	31.25	252	3.43	0.00	0.00	BARCLAY DUANE & ANGELA	0 RURIK DR
4710-25-201-036	1.000	125.00	140	1.91	0.00	0.00	BENDELL MICHELE	4320 RURIK DR
4710-25-201-037	1.000	125.00	130	1.77	0.00	0.00	BLASZCZAK MARIANNE & DAVID	4302 RURIK DR
4710-25-202-050	0.500	62.50	295	4.01	0.00	0.00	BURGESS DONALD J & NANCY P	0 RURIK DR
4710-25-202-055	0.500	62.50	60	0.82	0.00	0.00	BURGESS NANCY P TRUST	4430 RURIK DR
4710-25-201-026	1.000	125.00	133	1.81	0.00	0.00	CASH MARGARET ANN REV TRUST	4148 RURIK DR
4710-25-202-011	1.000	125.00	90	1.22	0.00	0.00	COAN PETER C & TAMMY L	4315 RURIK DR
4710-25-201-021	1.000	125.00	180	2.45	0.00	0.00	DEIERLEIN WILLIAM & USSHER LAURA	4180 RURIK DR
4710-25-201-034	1.000	125.00	207	2.82	0.00	0.00	DOLLAWAY JAMES G & ARLENE J	4104 RURIK DR
4710-25-201-001	1.000	125.00	180	2.45	0.00	0.00	DUBANIK ANTHONY C & ANNETTE M	4396 RURIK DR
4710-25-202-012	1.000	125.00	90	1.22	0.00	0.00	DUMAW BRIAN D & EMILY J	4327 RURIK DR
4710-25-202-002	1.000	125.00	90	1.22	0.00	0.00	EVENSON JERRY L & LINDA D	4223 RURIK DR
4710-25-201-003	1.000	125.00	115	1.56	0.00	0.00	FALZONE JEFFERY	4356 RURIK DR
4710-25-201-013	1.000	125.00	105	1.43	0.00	0.00	FELKER MATTHEW S	4258 RURIK DR
4710-25-202-014	1.000	125.00	90	1.22	0.00	0.00	GOBLE INVESTMENTS LLC	0 RURIK DR
4710-25-201-038	1.000	125.00	130	1.77	0.00	0.00	HEILNER THOMAS L & BARBARA	4284 RURIK DR
4710-25-201-002	1.000	125.00	105	1.43	0.00	0.00	HIETIKKO CARL	4370 RURIK DR
4710-25-202-034	1.000	125.00	270	3.67	0.00	0.00	HUETTEMAN ROSS & SHARON	4349 RURIK DR
4710-25-201-019	1.000	125.00	150	2.04	0.00	0.00	KEOUGH LIVING TRUST ROBERT & TERRI	4204 RURIK DR
4710-25-201-016	1.000	125.00	100	1.36	0.00	0.00	LEMONS DAVID M & MARY E LIVING TRUS	4240 RURIK DR
4710-25-201-025	1.000	125.00	123	1.67	0.00	0.00	LEWANDOWSKI VICTOR J & LYNNE	4154 RURIK DR
4710-25-201-027	1.000	125.00	180	2.45	0.00	0.00	MCDONIEL JOSEPH M & LOIS J	4130 RURIK DR
4710-25-201-015	1.000	125.00	100	1.36	0.00	0.00	MCGOWAN MARILYN TRUST	4248 RURIK DR
4710-25-202-038	1.000	125.00	105	1.43	0.00	0.00	MCLEOD KRISTAL R	1861 RURIK DR
4710-25-202-020	0.500	62.50	97	1.32	0.00	0.00	OLIVER ALLEN	1870 RURIK DR
4710-25-400-019	0.500	62.50	0	0.00	0.00	0.00	OLIVER ALLEN	0 RURIK DR
4710-25-202-001	1.000	125.00	116	1.58	0.00	0.00	OLIVER CAROL S	4211 IRENE ST
4710-25-202-019	0.500	62.50	97	1.32	0.00	0.00	PARDIAC CHARLES R & BARBARA J	1900 IRENE ST
4710-25-400-018	0.500	62.50	0	0.00	0.00	0.00	PARDIAC CHAS R & BARBARA J	0 IRENE ST
4710-25-201-008	1.000	125.00	110	1.50	0.00	0.00	PARDIAC KENNETH RICHARD	4312 IRENE ST
4710-25-201-004	1.000	125.00	70	0.95	0.00	0.00	POOLE, EDWARD R & CHRONIS, MARJORIE	4348 IRENE ST

Rurik Snow  
Special Assessment Roll  
by Owner  
PROPOSED

4710-25-202-041	1.000	125.00	135	1.84	0.00	PUCKETT STEPHEN J & AUDINE M	4321	IRENE ST
4710-25-202-042	1.000	125.00	120	1.63	0.00	RAFALSKI RALPH J & KAREN M	4337	IRENE ST
4710-25-202-018	0.500	62.50	97	1.32	0.00	REYNOLDS JOHN J & ARLENE	1922	OLYMPIA DR
4710-25-400-007	0.500	62.50	0	0.00	0.00	REYNOLDS JOHN J & ARLENE	0	OLYMPIA DR
4710-25-202-010	1.000	125.00	90	1.22	0.00	SABO JULIUS R & DOROTHY E	4303	OLYMPIA DR
4710-25-201-012	1.000	125.00	88	1.20	0.00	SCHNIERS JON & JOYCE I	4278	OLYMPIA DR
4710-25-202-015	0.500	62.50	90	1.22	0.00	SEVIGNY DIANE	0	ADRIA DR
4710-25-202-016	0.500	62.50	90	1.22	0.00	SEVIGNY DIANE	4375	ADRIA DR
4710-25-202-003	1.000	125.00	100	1.36	0.00	SMITH LENA JORDAN	4237	ADRIA DR
4710-25-202-024	1.000	125.00	95	1.29	0.00	SMULLEN ALAN & ANN MARIE	4420	ADRIA DR
4710-25-202-035	0.500	62.50	250	3.40	0.00	SMULLEN ALAN C, ANN MARIE & JASON A	0	RURIK DR
4710-25-202-036	0.500	62.50	105	1.43	0.00	SMULLEN ALAN C, ANN MARIE & JASON A	0	RURIK DR
4710-25-202-025	1.000	125.00	80	1.09	0.00	STEVENSON RONALD GLENN	4406	ADRIA DR
4710-25-202-017	1.000	125.00	100	1.36	0.00	TAIT FAMILY LIVING TRUST	1940	OLYMPIA DR
4710-25-202-004	0.200	25.00	100	1.36	0.00	THEYS RL DJ RDG & SD	0	OLYMPIA DR
4710-25-202-005	0.200	25.00	95	1.29	0.00	THEYS RL DJ RDG & SD	0	OLYMPIA DR
4710-25-202-008	0.200	25.00	90	1.22	0.00	THEYS ROBERT D & ROBERT L	0	OLYMPIA DR
4710-25-202-006	0.200	25.00	90	1.22	0.00	THEYS ROBERT D & SUSAN D	0	RURIK DR
4710-25-202-007	0.200	25.00	90	1.22	0.00	THEYS ROBERT D & SUSAN D	0	RURIK DR
4710-25-201-018	1.000	125.00	102	1.39	0.00	VAN NOCKER BARBARA D & MELVIN	4222	IRENE ST
4710-25-202-013	1.000	125.00	90	1.22	0.00	VANDECAR ROSS E III & VANESSA D	4339	ADRIA DR
4710-25-202-039	0.500	62.50	250	3.40	0.00	VANDER PLAS THOMAS & RUTH	1877	OLYMPIA DR
4710-25-202-043	0.500	62.50	125	1.70	0.00	VANDER PLAS THOMAS & RUTH	0	ADRIA DR
4710-25-201-035	1.000	125.00	140	1.91	0.00	VIANUEVA, GARY & KATHLEEN TRUST	4330	OLYMPIA DR
4710-25-201-032	1.000	125.00	230	3.13	0.00	WOLTMAN THOMAS C & APRIL S	4014	OLYMPIA DR
4710-25-201-022	1.000	125.00	116	1.58	0.00	ZELLA MARTIN D & ROBERTA L	4162	OLYMPIA DR
6000	48.000	6000.00	7349	100.0	0.0			

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The annual amount assessed shall be the actual amount expended

Robert W. Hanvey, Supervisor

Tammy L Beal, Clerk

**MARION TOWNSHIP  
RESOLUTION TO APPROVE ROLL FOR  
RURIK, IRENE, OLYMPIA, ADRIA DRIVES  
SNOW REMOVAL SPECIAL ASSESSMENT DISTRICT**

WHEREAS, the township board of the Township of Marion, Livingston County, Michigan, after due and legal notice, has conducted a public hearing upon a proposed assessment roll prepared by the supervisor for the purpose of defraying the costs of providing snow removal and salting service for RURIK, IRENE, OLYMPIA, ADRIA DRIVES;

AND WHEREAS, such public hearing was preceded by proper notice in the Fowlerville News and Views, a newspaper of general circulation in the township, and by first-class mail notice to each property owner of record within said district and upon said assessment roll;

AND WHEREAS, comments were received from those present at such public hearing concerning said assessment roll and all present were given the opportunity to be heard and file written protests on the matter;

AND WHEREAS, no written objections were received to said roll and levy.

AND WHEREAS, it is the opinion of the township board that no further time should be granted for consideration of the matter;

AND WHEREAS, the township board has duly inspected the proposed assessment roll and considered all comments and proposed amendments thereto and has found the proposed assessment roll to be correct, just and reasonable.

NOW THEREFORE IT BE RESOLVED AS FOLLOWS:

1. The assessment roll submitted by the supervisor shall hereafter be designated as the RURIK, IRENE, OLYMPIA, ADRIA DRIVES SNOW REMOVAL SPECIAL ASSESSMENT DISTRICT and shall hereby be confirmed as the assessment roll for the RURIK, IRENE, OLYMPIA, ADRIA DRIVES SNOW REMOVAL SPECIAL ASSESSMENT DISTRICT. The assessment assigned to each parcel shall remain in force for the duration of the five years. If any parcels are sold, divided, or combined, the assessment shall remain on the property as assigned in this roll.
2. The assessments in said RURIK, IRENE, OLYMPIA, ADRIA DRIVES SNOW REMOVAL SPECIAL ASSESSMENT DISTRICT shall be divided into five annual installments with the first installment to be due on or before July 1, 2020 and the following installments to be due on or before the first day of the same month of each and every year thereafter for four additional years. All unpaid installments prior to their transfer to the tax roll as provided by Michigan Public Act 188

of 1954, as amended, shall bear interest payable annually on each installment due date at the rate of five percent.

3. If any installment of a special assessment is not paid when due, then the installment shall be considered to be delinquent and there shall be collected, in addition to the interest as provided by this section, a penalty at the rate of one percent (1%) for each month, or fraction of a month, that the installment remains unpaid before being reported to the township board for reassessment upon the township tax roll, also in accordance with said PA 188.
4. The assessments made in said special assessment roll are hereby ordered and directed to be collected by the township treasurer, and the township clerk shall deliver said special assessment roll to said treasurer with her warrant attached, commanding the treasurer to collect such assessments in accordance with the direction of the township board and said PA 188.
5. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

The above preamble and resolution offered by \_\_\_\_\_

Second by \_\_\_\_\_

Upon roll call vote on the adoption of the resolution,

The following voted "Aye":

The following voted "Nay":

The following abstained:

The supervisor declared the resolution duly adopted.

Township Clerk \_\_\_\_\_



# MARION TOWNSHIP

mariontownship.com

## RESOLUTION ON PARKER DRIVE ROAD MAINTENANCE SPECIAL ASSESSMENT DISTRICT

WHEREAS, the township board of Marion Township acting in the interest the users of Parker Drive and of the proposed special assessment district described hereinafter, determined to proceed under the provisions of PA 188 of 1954, as amended, to provide road maintenance service, together with a proposed special assessment district for assessing the costs of the proposed service, and to schedule a public hearing upon the Assessment Roll, and

WHEREAS, the estimated cost and proposed special assessment district were filed with the Township Clerk for public examination and notice of the hearing upon same was published and mailed in accordance with the law and statute provided as shown by affidavits pertaining thereto on file with the Township Clerk, and

WHEREAS, in accordance with the aforesaid notices, a hearing was held on December 12, 2019 commencing at 7:30 PM and all persons given the opportunity to be heard in the matter, and

WHEREAS, the following written objections were received and filed:

Parcel Number	% Ownership	Owner Name
4710-28-302-090		VAUGHN ELAINE KAY TRUST

WHEREAS, the written objections constitute less than twenty percent of the ownership,

WHEREAS, as a result of the foregoing, the township board believes the project to be in the best interests of the township and of the district proposed to be established therefore;

NOW THEREFORE BE IT HEREBY RESOLVED as follows:

1. That this township board does hereby approve the provision of road maintenance and total cost estimate not to exceed \$8,000.00 per year.
2. That this township board does hereby create, determine and define as a special assessment district to be known as Parker Drive Road Maintenance Special Assessment District within which the costs of such improvements shall be assessed according to the benefits, the following described area within said township:





3. That on the basis of the foregoing, this township board does hereby direct the Supervisor and Assessing Officer to make a special assessment roll in which shall be entered all the parcels of land to be assessed together with the names of the respective owners thereof, and an estimated total amount to be assessed against each parcel of land which amount shall be the relative proportion of the whole sum levied against the parcels of land in the special assessment district as the benefit to the parcel of land bears to the total benefit to all the parcels of land in the special assessment district. When the same has been completed, the Supervisor shall affix thereto his certificate stating that it was made pursuant to this resolution and that in making such assessment roll he has, according to his best judgment, conformed in all respects to the directions contained in this resolution and the applicable state statutes.
4. That the actual amount of the assessment will be annually redetermined based on actual costs and assessed without further notice. Invoices for services must be received at the township by October 15 to be included in the winter tax bill. Invoices received after October 15, 2024 will not be paid by the township.
5. That all resolutions and parts of resolutions insofar as they conflict with the provisions of the within resolutions be and the same are hereby rescinded.
6. That the Township Clerk shall schedule a hearing on the Assessment Roll for December 12, 2019 at 7:30 P.M., and provide notice as required by PA 188 of 1954.

Upon roll call vote, the following voted "Aye":

The following voted "Nay"

The Supervisor declared the motion carried and the resolution duly adopted.

Att: Tammy Biel

Dec 4-2019

Property Owner of Lots 10-55-52-60

@ 4585 Park Dr owned by Family since the 40's. as a summer cottage. Never had the cost of making hay. I object to add fuel like once we take on the responsibility it will be just the start of paying. No one was allowed charge it from a private road its a country road so its can be kept up free.

Boonie K. Naylor

934-417-3031

42164 Grantsboro

Way Mi, 48170

**MARION TOWNSHIP  
RESOLUTION TO APPROVE ROLL FOR  
PARKER DRIVE SPECIAL ASSESSMENT DISTRICT**

WHEREAS, the township board of the Township of Marion, Livingston County, Michigan, after due and legal notice, has conducted a public hearing upon a proposed assessment roll prepared by the supervisor for the purpose of defraying the costs of providing road maintenance for PARKER DRIVE;

AND WHEREAS, such public hearing was preceded by proper notice in the Fowlerville News and Views, a newspaper of general circulation in the township, and by first-class mail notice to each property owner of record within said district and upon said assessment roll;

AND WHEREAS, comments were received from those present at such public hearing concerning said assessment roll and all present were given the opportunity to be heard and file written protests on the matter;

AND WHEREAS, no written objections were received to said roll and levy.

AND WHEREAS, it is the opinion of the township board that no further time should be granted for consideration of the matter;

AND WHEREAS, the township board has duly inspected the proposed assessment roll and considered all comments and proposed amendments thereto and has found the proposed assessment roll to be correct, just and reasonable.

NOW THEREFORE IT BE RESOLVED AS FOLLOWS:

1. The assessment roll submitted by the supervisor shall hereafter be designated as the PARKER DRIVE SPECIAL ASSESSMENT DISTRICT and shall hereby be confirmed as the assessment roll for the PARKER DRIVE SPECIAL ASSESSMENT DISTRICT. The assessment assigned to each parcel shall remain in force for the duration of the five years. If any parcels are sold, divided, or combined, the assessment shall remain on the property as assigned in this roll.
2. The assessments in said PARKER DRIVE SPECIAL ASSESSMENT DISTRICT shall be divided into five annual installments with the first installment to be due on or before July 1, 2020 and the following installments to be due on or before the first day of the same month of each and every year thereafter for four additional years. All unpaid installments prior to their transfer to the tax roll as provided by Michigan Public Act 188 of 1954, as amended, shall bear interest payable annually on each installment due date at the rate of five percent.

3. If any installment of a special assessment is not paid when due, then the installment shall be considered to be delinquent and there shall be collected, in addition to the interest as provided by this section, a penalty at the rate of one percent (1%) for each month, or fraction of a month, that the installment remains unpaid before being reported to the township board for reassessment upon the township tax roll, also in accordance with said PA 188.
4. The assessments made in said special assessment roll are hereby ordered and directed to be collected by the township treasurer, and the township clerk shall deliver said special assessment roll to said treasurer with her warrant attached, commanding the treasurer to collect such assessments in accordance with the direction of the township board and said PA 188.
5. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

The above preamble and resolution offered by \_\_\_\_\_

Second by \_\_\_\_\_

Upon roll call vote on the adoption of the resolution,

The following voted "Aye":

The following voted "Nay":

The following abstained:

The supervisor declared the resolution duly adopted.

Township Clerk \_\_\_\_\_

## Bob Harvey

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**From:** John Varga <johnpvarga@comcast.net>  
**Sent:** Wednesday, December 04, 2019 10:15 AM  
**To:** supervisor@mariontownship.com  
**Subject:** Road maintenance project

Mr. Bob Harvey,

Per our conversation on Dec.3,2019. I am requesting a change to the proposed road maintenance contract.

The property at 4685 Parker Dr. Property # 4710-28-302-100 is used as a summer cottage only, by our family.

The adjacent trailer located at 5456 Southwick Dr. Property # 4710-28-302-027 is used primarily as a storage trailer and on occasion used by our grandchildren for sleeping when they bring friends..

I am requesting that the storage trailer at 5456 Southwick Dr. Property # 4710-28-302-027 be removed from the proposed road maintenance contract.

Or if it pleases the board, assign a 0.50 share to Property #4710-28-302-100 and 0.50 share to 4710-28-302-027.

If you have any further questions, please feel free to contact me.

Thank you in advance  
Respectfully,  
John P. Varga

Proposed Assessment Roll for  
Parker Drive Road Maintenance

Parcel Number	Owner Name	Share	\$\$\$	Obj	Owner Address	Owner City	State	Zip	Property Address
4710-28-300-001	ASCHENBRENNER DAVID J	1.00	258.06		4719 PARKER DR	HOWELL	MI	48843	4719 PARKER DR
4710-28-300-003	MAXWELL KEN & MARIAN	0.50	129.03		4720 PARKER DR	HOWELL	MI	48843-9685	4720 PARKER DR
4710-28-300-004	GAY MICHAEL	1.00	258.06		4705 PARKER DR	HOWELL	MI	48843	4705 PARKER DR
4710-28-300-005	HIGHLAND III JOHN S & THERESA A	1.00	258.06		4709 PARKER DR	HOWELL	MI	48843	4709 PARKER DR
4710-28-300-006	MAXWELL KENNETH DONALD	0.50	129.03		4720 PARKER DR, RTE 8	HOWELL	MI	48843	4725 PARKER DR
4710-28-300-012	TURNER, TYLER & HIBNER, QUINN	1.00	258.06		4626 BENTLEY LAKE RD	HOWELL	MI	48843	3555 CEDAR POINT RD
4710-28-300-013	BARON ANDREW L & HEIDI	1.00	258.06		3513 CEDAR POINT RD	HOWELL	MI	48843	3513 CEDAR POINT RD
4710-28-300-014	TURNER, TYLER & HIBNER, QUINN	0.50	129.03		4626 BENTLEY LAKE RD	HOWELL	MI	48843	0 CEDAR POINT RD
4710-28-302-004	CARNEY SEAN	1.00	258.06		6411 SUNDANCE TRL	BRIGHTON	MI	48116-7718	4545 PARKER DR
4710-28-302-009	SCHNEIDER DONALD E & VIRGINIA	1.00	258.06		4327 PACKARD RD	ANN ARBOR	MI	48108	4581 PARKER DR
4710-28-302-011	MCINTYRE SHANNON M	1.00	258.06		4591 PARKER DR	HOWELL	MI	48843	4591 PARKER DR
4710-28-302-012	DOMBROWSKI JOHN & CYNTHIA	0.50	129.03		8858 WILLOW RD	WILLIS	MI	48191	4595 PARKER DR
4710-28-302-013	CARLSON KRISTEN	1.00	258.06		4605 PARKER DR	HOWELL	MI	48843	4605 PARKER DR
4710-28-302-015	VALDES HARRY II & SHERRI	1.00	258.06		4615 PARKER DR	HOWELL	MI	48843	4615 PARKER DR
4710-28-302-021	DOBBS MICHAEL E & BINEK LINDA	1.00	258.06		10716 MAPLE SPRING CV	FORT WAYNE	IN	46845-2130	4655 PARKER DR
4710-28-302-024	KINDE JOYCE E & DAVID W	1.00	258.06		4671 PARKER DR	HOWELL	MI	48843	4671 PARKER DR
4710-28-302-025	O'BRIEN TERENCE & CONSTANCE	1.00	258.06		24809 WOOD ST	SAINT CLAIR SHORES	MI	48080	3731 PINE ST
4710-28-302-027	VARGA JOHN P JR & DIANE L	0.50	129.03		8431 WILLIAM	TAYLOR	MI	48180	5456 SOUTHWICK DR
4710-28-302-028	FOX STEPHEN J & NANCY L	1.00	258.06		G3202 W. COURT ST.	FLINT	MI	48532	3760 SOUTHWICK DR
4710-28-302-030	WILTON CHARLES T III & SUSAN	1.00	258.06		7937 CHILSON	PINCKNEY	MI	48169	0 SOUTHWICK DR
4710-28-302-032	MITROKA STEPHEN	0.50	129.03		13907 PERRY	RIVERVIEW	MI	48193	3711 PINE ST
4710-28-302-033	MITROKA STEPHEN	0.50	129.03		13907 PERRY PLACE	RIVERVIEW	MI	48193	3721 PINE ST
4710-28-302-036	MITROKA LIVING TRUST	0.50	129.03		3615 MORNINGVIEW CT	ELLICOTT CITY	MD	21042	0 PINE ST
4710-28-302-037	MITROKA LIVING TRUST	0.50	129.03		3615 MORNINGVIEW CT	ELLICOTT CITY	MD	21042	3210 PINE ST
4710-28-302-055	DOMBROWSKI JOHN & CYNTHIA	0.50	129.03		8858 WILLOW RD	WILLIS	MI	48191	0 PARKER DR
4710-28-302-067	HATSWELL WILLIAM G & MARY ANN	1.00	258.06		4540 PARKER DR	HOWELL	MI	48843-8943	4540 PARKER DR
4710-28-302-075	TURNER, TYLER & HIBNER, QUINN	0.50	129.03		4626 BENTLEY LAKE RD	HOWELL	MI	48843	0 CEDAR POINT RD
4710-28-302-084	GALL MARY	1.00	258.06		3644 ELON DR	HOWELL	MI	48843-8944	3644 ELON DR
4710-28-302-087	NAPPER ROBERT L & DAWN L	1.00	258.06		4609 PARKER DR	HOWELL	MI	48843	4609 PARKER DR
4710-28-302-088	WHEELER JOHN P & NANCY ANN	1.00	258.06		4560 PARKER DR	HOWELL	MI	48844-2308	4560 PARKER DR
4710-28-302-090	VAUGHN ELAINE KAY TRUST	1.00	258.06	1.00	42164 BRENTWOOD	PLYMOUTH	MI	48170	4585 PARKER DR
4710-28-302-091	PAPA & POOHY GALOFARO FAM TRUST	1.00	258.06		4645 PARKER DR	HOWELL	MI	48843	4645 PARKER DR
4710-28-302-092	BEEDEN PHILLIP	0.50	129.03		4519 CEDAR POINT	HOWELL	MI	48843	0 PARKER DR
4710-28-302-093	BEEDEN PHILLIP R & KENDELL M	0.50	129.03		4539 PARKER DR	HOWELL	MI	48843	4539 PARKER DR
4710-28-302-096	WHALEN KENNETH D	0.50	129.03		4565 PARKER DR	HOWELL	MI	48843	4565 PARKER DR
4710-28-302-097	MARTIN JANET R TRUST	1.00	258.06		4526 HINCHEY RD	HOWELL	MI	48843	0 PARKER DR
4710-28-302-098	WHALEN KENNETH D	0.50	129.03		4565 PARKER DR	HOWELL	MI	48844	4555 PARKER DR
4710-28-302-099	SHARLOW TRUST DORIS H	1.00	258.06		19209 LANCASTER CT	WOODHAVEN	MI	48183	4661 PARKER DR
4710-28-302-100	VARGA JOHN P JR & DIANE	0.50	129.03		8431 WILLIAM	TAYLOR	MI	48180	4685 PARKER DR

Total Shares

31.00 8,000.00

Total Cost

\$8,000.00

Objections

1.00

**MARION TOWNSHIP**  
**2877 W. COON LAKE ROAD**  
**HOWELL, MI 48843**  
**Phone 517-546-1588**  
**Fax 517-546-6622**

***TRANSMITTAL***

**TO:** Board of Trustees

**DATE**

December 12, 2019

**PROJECT**

**Show Cause Hearing  
Complaint #02-19**

Schmaus,  
3000 Sesame unlicensed vehicle

**VIA**

Hand Delivery

WE ARE SENDING:  Herewith  Under Separate Cover

**THE FOLLOWING:**

- Complaint Form from neighbor dated April 25, 2019 with photo's
- Notice of Violation dated April 25, 2019
- Certified mailers
- Notification of Show Cause Hearing dated November 26, 2019
- Email letter from Complainant dated November 24, 2019

FOR YOUR:

approval/denial  
 other

as requested  
 review & comment

REMARKS:

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

FROM: Dave Hamann, Zoning Administrator  
Copy: file

MARION TOWNSHIP  
Complaint Form

Complaint No. #02-19

Date 4-25-19

OFFENDER

Name: MARK SCHMAUS

4710-16-300-009

Address: 3000 SESAME  
\_\_\_\_\_

REASON FOR COMPLAINT:

JUNK CARS  
\_\_\_\_\_

How long has the condition existed? YEARS

Is complainant willing to testify in court? ( ) Yes ( ) No

Name of complainant: SUE WILLETT  
SAWILLETT@HOTMAIL.COM

Address: 2988 SESAME

Telephone: \_\_\_\_\_

\*\*\*\*\*  
\*\*\*\*\*

OFFICE USE ONLY

Received by: DH 4/25/19 BY EMAIL PHOTOS  
NO FORM

Investigation completed by: DA

Date of investigation: 4/25/19

Comments: SENT PHOTOS 4/25/19

5-14-19 - INSPECT GAVE 45 DAY EXTENSION















## MARION TOWNSHIP

NOTICE OF VIOLATION  
2877 W. COON LAKE ROAD  
HOWELL, MI 48843  
(517) 546-1588

DATE:   4/25/2019  

LOCATION OF VIOLATION: 3000 Sesame Dr.

NAME OF OWNER: Mark Schmaus\_\_\_\_\_

TAX CODE NUMBER: 4710-16-300-009

PURSUANT TO SECTION 4.04 OF THE MARION TOWNSHIP ZONING ORDINANCE, YOU ARE HEREBY INFORMED THAT YOU ARE IN VIOLATION OF THE FOLLOWING PROVISIONS OF THE MARION TOWNSHIP ZONING ORDINANCE.

ARTICLE(S) AND/OR SECTION(S) IN VIOLATION:

- ◆ Section 3.02 Definitions - Junk
- ◆ Section 6.23 Maintenance of Junk Prohibited

**DATE OF REINSPECTION:** May 15, 2019\_\_\_\_\_

YOU ARE HEREBY ORDERED TO ABATE THE ABOVE VIOLATIONS ON OR BEFORE THE DATE OF THE REINSPECTION. IF THESE VIOLATIONS ARE NOT CORRECTED BY THE REINSPECTION DATE AND YOUR PROPERTY BROUGHT INTO COMPLIANCE THE VIOLATIONS WILL BE SENT TO THE TOWNSHIP BOARD FOR A "**SHOW CAUSE HEARING** ." PURSUANT TO SECTION 4.04, OF THE MARION TOWNSHIP ZONING ORDINANCE. COPIES OF THE ABOVE SECTIONS YOU ARE IN VIOLATION OF ARE ENCLOSED.

Dave Hamann  
ZONING ADMINISTRATOR

Copy: File  
/enclosure



# MARION TOWNSHIP

www.mariontownship.com

2877 W. Coon Lake Rd.  
Howell, MI 48843

Phone (517) 546-1588  
Fax (517) 546-6622

Date: 11/26/2019

## NOTICE TO APPEAR

TO: Mark Schmaus  
3000 Sesame Dr.  
Howell, MI 48843

Notification was sent to you on 4/25/2019 concerning a violation of the Marion Township Zoning Ordinance.

This activity was viewed at the premises located at:

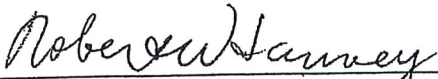
3000 Sesame  
Howell, MI 48843

Per the Zoning Ordinance, a second inspection was made fifteen days after the first notice to determine if you had complied. You were given an extension twice.

**SINCE YOU HAVE NOT COMPLIED, IT WILL BE NECESSARY FOR YOU TO APPEAR BEFORE THE MARION TOWNSHIP BOARD AT THEIR NEXT REGULAR MEETING AS FOLLOWS:**

Marion Township Hall  
2877 W. Coon Lake Road  
Howell, MI 48843

Date and Time: December 12, 2019 @ 7:30 p.m.

  
\_\_\_\_\_  
Robert W. Hanvey, Supervisor  
Marion Township



## Dave Hamann

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**From:** Sue Willett <sawillett@hotmail.com>  
**Sent:** Sunday, November 24, 2019 4:21 PM  
**To:** Dave Hamann  
**Subject:** Resolution to complaint @ 3000 Sesame Dr

I have followed the minutes of the board meetings for the complaint I filed concerning junk vehicles at 3000 Sesame Dr. An attempt to clean up some of the blight was started in April and since that time, extensions were granted according to June 13 and July 11 Board Minutes, but more vehicles are being stored on the property rather than being removed. Some have been moved into the woods to hide from inspection, I can only assume.

I was confronted on my property on June 28, by these 'neighbors' for complaining about their blight and find that very intimidating and personally abusive. My husband and I are senior citizens and are fully aware of the assaults that seniors face. This is unacceptable to expose law abiding citizens to such abuse. If the township would follow up on the original complaint and uphold the laws of this state regarding junk vehicles, I would be grateful for the assistance.

We are not being unreasonable asking that property be maintained so values are not diminished. And I would assume that the township has the same goals.

Regards,  
Sue Willett

SENDER: COMPLETE THIS SECTION	COMPLETE THIS SECTION ON DELIVERY
<ul style="list-style-type: none"> <li>Complete items 1, 2, and 3. Also complete item 4 if Restricted Delivery is desired.</li> <li>Print your name and address on the reverse so that we can return the card to you.</li> <li>Attach this card to the back of the mailpiece, or on the front if space permits.</li> </ul>	<p>A. Signature  <input checked="" type="checkbox"/> Agent  <input type="checkbox"/> Addressee</p> <p>B. Received by (Printed Name) <u>Schmaus</u> C. Date of Delivery <u>9.2.07</u></p>
<p>1. Article Addressed to:</p> <p>Mark Schmaus  3000 Sesame Dr.  Howell MI 48843</p>	<p>D. Is delivery address different from item 1? <input type="checkbox"/> Yes  <input checked="" type="checkbox"/> No  If YES, enter delivery address below:</p> <p>3. Service Type  <input checked="" type="checkbox"/> Certified Mail® <input type="checkbox"/> Priority Mail Express™  <input type="checkbox"/> Registered <input checked="" type="checkbox"/> Return Receipt for Merchandise  <input type="checkbox"/> Insured Mail <input checked="" type="checkbox"/> Collect on Delivery</p> <p>4. Restricted Delivery? (Extra Fee) <input type="checkbox"/> Yes</p>
<p>2. Article Number  (Transfer from service label)</p>	<p>7013 2630 0000 4783 0358</p>

PS Form 3811, July 2013 Domestic Return Receipt

U.S. Postal Service™  
**CERTIFIED MAIL® RECEIPT**  
Domestic Mail Only

For delivery information, visit our website at [www.usps.com](http://www.usps.com)

**OFFICIAL USE**

Certified Mail Fee \$ 3.50

Extra Services & Fees (check box, add fee as appropriate)

Return Receipt (hardcopy) \$ 2.80

Return Receipt (electronic) \$

Certified Mail Restricted Delivery \$

Adult Signature Required \$

Adult Signature Restricted Delivery \$

Postage \$ .50

Total Postage and Fees \$ 6.80

Sent To  
Mark Schmaus  
3000 Sesame Dr.  
Howell MI 48843

Postmark Here NOV 26 2007

USPS

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions

**UNITED STATES POSTAL SERVICE®** Certificate Of Mailing

This Certificate of Mailing provides evidence that mail has been presented to USPS® for this form may be used for domestic and international mail.

To pay fee, affix stamps or meter postage here.

From: Dave Hamann, Zoning Administrator  
Marion Township  
2877 W. Coon Lake Rd.  
Howell MI 48843

To: Mark Schmaus  
3000 Sesame Dr.  
Howell MI 48843

NEOPOST  
11/26/2019  
US POSTAGE \$001.45

HOWELL MI 48843  
NOV 26 2019  
ZIP 48843  
041M11288136  
USPS

PS Form 3817, April 2007 PSN 7530-02-000-9065

**MARION TOWNSHIP**

FISCAL YEARS 2020, 2021 AND 2022

**PFEFFER, HANNIFORD & PALKA**, Certified Public Accountants, registered to practice in the State of Michigan (hereinafter referred to as **CERTIFIED PUBLIC ACCOUNTANTS**) and **MARION TOWNSHIP**, A municipal corporation, of the State of Michigan (hereinafter referred to as **TOWNSHIP**) contract on this        day of        , 2019, as follows:

1. For the fiscal years ending June 30, 2020, 2021 and 2022, the **CERTIFIED PUBLIC ACCOUNTANTS** shall conduct an audit of the financial statements of the **TOWNSHIP** for each year. The financial statements are the responsibility of the **TOWNSHIP BOARD**. Our responsibility is to express an opinion on the financial statements based on our audits. We will conduct our audits in accordance with auditing standards. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by the township as well as evaluating the overall financial statement presentation.

2. The **CERTIFIED PUBLIC ACCOUNTANTS'** audit shall meet the requirements of Act No. 2, P.A. 1968, or as amended, and the related Bulletin for Audits of Local Units of Government in Michigan, dated June 1, 1968, or as amended, which is available from the State Treasurer.

3. If the **TOWNSHIP** receives federal financial assistance, grants, or other contracts, we may be required to, not only conduct the audit in accordance with auditing standards, but also in accordance with Government Auditing Standards and (or) in accordance with the Single Audit Act Amendments of 1996, OMB A-133. The testing of compliance and other fieldwork would be increased substantially because of the aforementioned. We would issue a separate engagement letter and fee proposal for the additional work to complete the audit in accordance with Government Auditing Standards and (or) the Single Audit Act Amendments of 1996, OMB A-133.

4. The reports on financial statements, as required by Act 2 of Public Acts of 1968, or as amended, shall contain an unqualified opinion by the **CERTIFIED PUBLIC ACCOUNTANTS** or such other opinion as he must render under the circumstances when he is unable to express an unqualified opinion.

5. The audit shall begin as soon after the signing of this contract as shall be convenient to the **CERTIFIED PUBLIC ACCOUNTANTS** and shall be completed with the Certified Public Accountant's report's issued not later than six (6) months after the conclusion of the fiscal year.

6. The **TOWNSHIP** shall have closed and balanced all funds and bank accounts, agencies and operations to be examined by the **CERTIFIED PUBLIC ACCOUNTANTS**.

7. The estimated audit fee for the years ended June 30, 2020, 2021 and 2022 will be \$17,900, \$17,900, and \$17,900 respectively.

8. The **TOWNSHIP** authorizes the **CERTIFIED PUBLIC ACCOUNTANTS** to immediately disclose any and all findings of suspected fraud, and/or embezzlement to the Deputy State Treasurer in charge of the Local Audit Division of the State Department of Treasury.

9. The **CERTIFIED PUBLIC ACCOUNTANTS** shall provide a reasonable number of reports for each of the funds to the **TOWNSHIP** officials.

10. This contract may be terminated by either party upon a ninety day (90) advance written notice.

*Pfeffer, Hanniford & Palka, P.C.*

\_\_\_\_\_  
PFEFFER, HANNIFORD & PALKA  
Certified Public Accountants

\_\_\_\_\_  
MARION TOWNSHIP

Draft Marion Township  
2018-2019 Audit Report  
available for inspection at  
township hall



**PFEFFER ▪ HANNIFORD ▪ PALKA**  
*Certified Public Accountants*

**John M. Pfeffer, C.P.A.**  
**Patrick M. Hanniford, C.P.A.**  
**Kenneth J. Palka, C.P.A.**

**225 E. Grand River - Suite 104**  
**Brighton, Michigan 48116-1576**  
**(810) 229-5550**  
**FAX (810) 229-5578**

Members:  
*AICPA Private Practice Companies Section*

December 4, 2019

**MARION TOWNSHIP**  
**ATTENTION: CLERK**  
**2877 W COON LAKE RD**  
**HOWELL, MI 48843**

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FOR PROFESSIONAL SERVICES RENDERED:

Audit of financial statements for the year ended June 30, 2019

#101	General Fund	8,235.00
#415	Special Assessment Fund	1,235.00
#593	Sewer Fund	6,280.00
#592	Water New User Fund	1,750.00
		<hr/>
		\$17,500.00
		<hr/> <hr/>

**MARION TOWNSHIP**  
**2877 W. COON LAKE ROAD**  
**HOWELL, MI 48843**  
**Phone 517-546-1588**  
**Fax 517-546-6622**

**TRANSMITTAL**

**TO:** Board of Trustees

**DATE** December 12, 2019

**PROJECT** **FINAL SITE PLAN REVIEW**  
Evergreen Landscape  
SPR#02-19

**VIA** Hand Delivery

WE ARE SENDING:  Herewith  Under Separate Cover

THE FOLLOWING:

- Site Plan review for SPR#02-19 Evergreen Landscape dated 11/2/2019
- Carlisle/Wortman Review letter dated 10/15/2019
- Spicer review letter dated 10/22/2019
- LCDC review email dated 11/18/2019
- HFA review letter dated 11/13/2019
- LCHD review email dated 11/7/2019
- LCRC review email dated 11/5/2019
- Planning Commission Minutes from November 26, 2019 meeting

FOR YOUR:  approval/ denial  as requested  
 other  review & comment

REMARKS:

The attached Site Plan for SPR#02-19 Evergreen Landscape Accessory Structure on Industrial parcel at 386 Lucy Road. This information is for **FINAL Review and approval**. Let me know if you have any questions.

FROM: Dave Hamann, Zoning Administrator

Copy: file

**MARION TOWNSHIP**  
**APPLICATION FOR SITE PLAN REVIEW**

SPR 02-19

Date: 10-6-19  
Parcel I.D. Number: 4710-01-200-004

Property Owner(s) Name (Print or Type):  
SS Real Estate Holdings LLC  
Mailing Address (Print or Type):  
386 Lucy Rd  
City, State, ZIP (Print or Type):  
Howell, Mi 48843  
Phone (Print or Type):  
810-599-9052

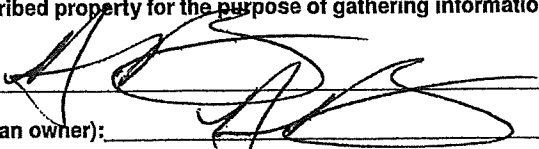
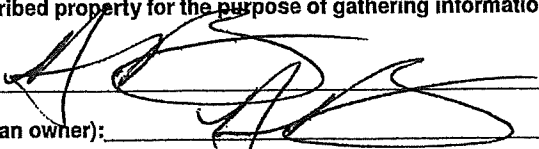
Applicant(s) Name (Print or Type):  
Same  
Mailing Address (Print or Type):  
Same  
City, State, ZIP (Print or Type):  
Same  
Phone (Print or Type):  
Same

Name of Proposed Development: SS Real Estate Pole Barn  
Location of Proposed Development (address): 386 Lucy Rd, Howell Mi 48843  
N E S W Side of Lucy Rd Road between  
Grand River and I96 Roads

- The property owner(s) must sign this application. In lieu of the owner(s) signature on this application, the owner may provide a letter authorizing the applicant to act on his / her behalf. This application will not be processed until authorized by the property owner and/or the authorized applicant.

Brief Description of the Proposed Development and / or Project (Land Use):  
Build A pole barn

I hereby grant permission for members of the Planning Commission, Zoning Administrator or their appointed designee to enter the above-described property for the purpose of gathering information related to this application.

Owner(s) of Record Signature:   
Applicant(s) Signature (if other than owner):   
Date: 10-6-19

**DO NOT WRITE BELOW THIS LINE – TOWNSHIP USE ONLY**

Date Received: 10-7-19 Received By: DA Application Fee: 500  
FINAL ~~PRELIMINARY~~ **PRELIMINARY SITE PLAN REVIEW** Escrow 7500

**AGENCY REVIEWS AND COMMENTS FROM:**

County Road Commission: Yes \_\_\_ No \_\_\_ County Health Department: Yes  No \_\_\_

County Drain Commissioner: Yes  No \_\_\_ Fire Department: Yes  No \_\_\_ Other Agencies: Yes \_\_\_ No \_\_\_

Township Attorney: Yes \_\_\_ No \_\_\_ Township Engineer: Yes  No \_\_\_ Township Planner: Yes  No \_\_\_

APPROVED

APPROVED WITH CONDITIONS

DENIED

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

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

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

Date Received: \_\_\_\_\_ Received BY: \_\_\_\_\_ Application Fee: \_\_\_\_\_

**FINAL SITE PLAN REVIEW**

**AGENCY REVIEWS AND COMMENTS FROM:**

County Road Commission: Yes \_\_\_ No \_\_\_ County Health Department: Yes \_\_\_ No \_\_\_

County Drain Commissioner: Yes \_\_\_ No \_\_\_ Fire Department: Yes \_\_\_ No \_\_\_ Other Agencies: Yes \_\_\_ No \_\_\_

Township Attorney: Yes \_\_\_ No \_\_\_ Township Engineer: Yes \_\_\_ No \_\_\_ Township Planner: Yes \_\_\_ No \_\_\_

APPROVED

APPROVED WITH CONDITIONS

DENIED

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

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

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





## Carlisle | Wortman

ASSOCIATES, INC.

117 NORTH FIRST STREET SUITE 70 ANN ARBOR, MI 48104 734.662.2200 734.662.1935 FAX

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### Site Plan Review For Marion Township, Michigan

<b>Applicant:</b>	Evergreen Outdoor Inc.
<b>Project Name:</b>	Evergreen Outdoor Inc.
<b>Plan Date:</b>	February 6, 2019
<b>Location:</b>	386 Lucy Road, West side north of RR (Approximately 1 acre)
<b>Zoning:</b>	LI: Light Industrial
<b>Action Requested:</b>	Site Plan Approval
<b>Required Information:</b>	Noted in Review

#### PROJECT AND SITE DESCRIPTION

The applicant has submitted a site plan for an expansion of a parcel which is currently zoned as LI – Light Industrial and located at 386 Lucy Road. The site has a total lot area of approximately one (1) acre and is currently in operation as a landscape business. The existing structure has been classified as a legal nonconforming building because it does not meet the bulk requirements delineated for industrial districts. The applicant had provided a preliminary site plan for review of several renovations to the property, including the construction of a pole barn for storage, a concrete approach, and parking improvements. The applicant has also stated that they intend to include a 1,000 square foot rain garden in the expansion.

The facility will continue to be accessed from Lucy Road through the existing driveway located on the east boundary of the parcel.

Section 18.03 highlights the general requirements for a site plan have been provided. A vicinity map, descriptions of surrounding zoning classifications, and contact information should be provided.

**Figure 1 – Aerial Image of Site and Surroundings**



**Items to be addressed:** None.

### **SURROUNDING ZONING AND LAND USE**

The subject parcel is currently zoned LI – Light Industrial. The applicant has provided general information regarding zoning and land use. According to the Countywide Generalized Zoning Map found on the Livingston County GIS server, the parcel is largely surrounded by parcels designated as R-1, One Family Residential. The parcel located to the east is located within the City of Howell. None of the neighboring parcels have been developed. The table below depicts this information.

**Table 1 – Surrounding Zoning and Land Use**

<b>Direction</b>	<b>Zoning</b>	<b>Use</b>
North	R-1: One-Family Residential	Not developed
South	R-1: One-Family Residential	Not Developed
East	Parcel owned by the City of Howell	Not Developed
West	R-1: One-Family Residential	Not Developed

**Items to be addressed:** None.

**AREA, WIDTH, HEIGHT, SETBACKS**

The existing structure is currently considered a legal non-conforming structure because it does not meet the industrial bulk regulations set forth in the Zoning Ordinance. Due to the non-conformities of this site, it was originally noted in the 2015 review that any future expansion should not be permitted without being granted a variance.

Details regarding the existing structure are provided on the plan. It is 44 feet by 22 feet and has a total square footage of 875 square feet. It is 16 feet in height, with a six (6) foot roof. It is located approximately 31 feet south of the parcel’s north property line and 143 feet east of Lucy Road.

Information on the proposed pole barn is shown. It has a length of 80 feet and a width of 40 feet. The structure’s proposed height is delineated as being 16 feet with a seven (7) foot roof. It is located six (6) feet south of the parcel’s north property line, ten (10) foot is required. A side yard variance has been granted by the Township ZBA. The following table discusses its compliance with the industrial district’s bulk regulations.

**Table 2 – Required and Provided Dimensions of the Proposed Pole Barn**

	<b>Required</b>	<b>Provided</b>	<b>Compliance</b>
<b>Minimum Lot Area</b>	4 acres	.97 acres	✓
<b>Minimum Frontage</b>	330 feet	150 feet	✓
<b>Setbacks:</b>			
<b>Front</b>	100 feet	30 feet	Variance Granted
<b>Side (North)</b>	150 feet	6 feet	Variance Granted
<b>Side (South)</b>	150 feet	104 feet	✓
<b>Rear</b>	150 feet	Not Depicted	✓
<b>Maximum Lot Coverage</b>	40%	Not Depicted	✓
<b>Maximum Height</b>	40 feet	23 feet	✓

*Items to be addressed: Provide rear setback information and maximum lot coverage.*

## NATURAL RESOURCES

No information regarding topography, or existing natural resources has been provided by the applicant. According the National Wetland Inventory Map, the parcel is surrounded by wooded wetlands. In addition the parcel itself contains wetlands.

*Items to be addressed: Discuss wetland issues.*

## PARKING AND LOADING

Parking: The plan indicates an existing gravel parking lot that is located to the south of the existing structure. It is accessed after entering the site from Lucy Road by using the east driveway and is primarily used for company vehicle parking. The total amount of existing parking spaces is twelve (12) with no handicap accessible spaces. A new gravel parking lot has been proposed which contains thirteen (13) spaces situated to the west of the existing structure, four (4) spaces adjacent to existing parking spaces, and two (2) new handicap parking spaces at the center of the site. Overall, the applicant has proposed a total of 19 new parking spaces. If the expansion is approved, the site will accommodate for a total of 31 vehicles. We are comfortable with this many parking spaces.

The two (2) handicap accessible parking spaces are not the same size. One (1) has been depicted as being ten (10) feet, while the other is smaller. No other parking space dimensions have been depicted. It appears as though the parking spaces within the site have a 75 to 90 degree parking pattern. Section 14.04(C) requires all off-street parking areas to be designed, and constructed to have a maneuvering lane with a width of 20 feet and parking spaces with a width of nine (9) feet and a length of 20 feet.

Parking areas with a capacity of four (4) or more vehicles are required to be surfaced with a material that shall provide a durable, smooth, and dustless surface and shall be graded and provided with adequate drainage. The existing gravel parking area should suffice.

*Items to be addressed: Provide clarification of design dimensions for non-handicap accessible and handicap-accessible parking.*

## **SITE ACCESS AND CIRCULATION**

Site Access: No sidewalks exist within the site, or along its perimeter. Due to the site's location and lack of developed parcels within proximity, visitation is likely achieved through the use of a vehicle. Access to the site is through an existing driveway located on the eastern boundary. A privacy fence with a gate has been depicted to regulate access to the site. There is no indication of whether this is an existing or proposed feature.

Circulation: Section 14.04 discusses Site Development Requirements. No center lines or other markings designed to regulate vehicular movement throughout the site are shown. Additionally, a concrete approach has been proposed at the center of the site abutting the proposed pole barn to the south and includes (2) new handicap parking spaces with a width of ten (10) feet.

*Items to be addressed:* 1.) Indicate whether or not the privacy fence with gate near at the driveway is existing or proposed. 2.) Fire Department review and approval.

## **BUILDING LOCATION AND SITE ARRANGEMENT**

The building and accessory uses are already in place. A gravel parking area intended for employee use has been proposed on the west portion of the site. An existing septic field and tank are located at the southwest corner of the parcel and is to be surrounded by the proposed gravel parking lot. The proposed pole barn is situated at the northeast portion of the site and is to be accompanied by a 100 foot by 20-foot concrete approach with two (2) new handicap parking spaces. Adjacent to these two (2) spaces, is a proposed landscaped area that continues north of the existing structure. The 1,000 square foot rain garden is to be located within this area. A single dumpster and three (3) fuel tanks are shown at the southeast corner of the site; it is uncertain as to whether these are proposed or currently exist.

*Items to be addressed:* Clarify if the dumpster and three (3) fuel tanks are currently existing or proposed.

## **LANDSCAPING AND SCREENING**

Landscaping: A landscape plan has been provided. The applicant has stated that renovations will include a 1150 square foot rain garden that will act as a retention pond.

The plant legend containing species, size, and quantity accurately depicts what is shown on the landscape plan.

Parking lot landscaping standards require one (1) tree for every ten (10) spaces. Based upon the total 31 spaces, the development requires three (3) trees. This requirement has been met. Additionally, when a parking area with a capacity of four (4) or more vehicles adjoins a residential district, a landscaped buffer zone shall be provided between the parking area and the adjoining property of no less than three (3) feet in height.

Screening: Section 6.13 discusses screening requirements. Section 6.13(B) requires that a solid wall or fencing is to be located on the side and rear lot lines of any site within an industrial zone that abuts another residential zoning district or land use. The existing woodlands and wetlands should act as an adequate screen.

Section 14.05(E) requires that all trash storage areas which face or are visible from residential properties or public thoroughfares be screened by a vertical screen consisting of structural or plant materials no less than five (5) feet in height. As mentioned in the portion of this review discussing building location and site arrangement, it is not shown whether the dumpster and three (3) fuel tanks currently exist within the site or if they are proposed features. Regardless of the status of these features, there is no screening shown.

*Items to be addressed:* 1) Differentiate between existing and proposed landscape features and buffer zones. 2) The Planning Commission should discuss the need for screening.

## **ESSENTIAL FACILITIES AND SERVICES**

The site is served by a private well and septic system.

*Items to be addressed:* Township Engineer review and approval.

## **LIGHTING**

The applicant should indicate any existing or proposed lighting within the site. Parking lot lighting is subject to section 14.04(E).

*Items to be addressed:* Provide information regarding existing or proposed lighting.

## **RECOMMENDATIONS**

We would recommend approval of the plan conditional upon the following being addressed to the satisfaction of the Planning Commission.

1. Provide rear setback information and maximum lot coverage.
2. Discuss wetland issues.

3. Provide clarification of design dimensions for non-handicap accessible and handicap-accessible parking.
4. Indicate whether the privacy fence with gate near at the driveway is existing or proposed.
5. Fire Department review and approval.
6. Differentiate between existing and proposed landscape features and buffer zones.
7. The Planning Commission should discuss the need for screening.
8. Provide information regarding existing or proposed lighting.



October 22, 2019

Dave Hamman, Zoning Administrator  
Marion Township  
2877 W Coon Lake Rd  
Howell, MI 48843

RE: 386 Lucy Road  
Preliminary Site Plan Review

Dear Mr. Hamman:

We have received and reviewed the preliminary site plan for SS Real Estate Pole Barn, which is located on the west side of Lucy Road south of Grand River. The plans were prepared by Evergreen Outdoor and are dated February 6, 2019. We offer the following comments:

**General**

The proposed property is in the Light Industrial Zoning District and will be used as a contractor storage yard and offices. A legal description is provided on the cover sheet and closes within acceptable tolerances. The property is 0.97 acres. There is a location map on the cover showing the position of the property and a vicinity map showing its location relative to local roads. The vicinity map should be shown at a scale of 1" = 2000'.

No soils map is provided for this site. An aerial photograph has been provided, but it should indicate adjacent zoning, land use, owners, and other features as outlined in the Zoning Ordinance.

Landscaping is proposed throughout the site.

Setback distances are dimensioned on the plans and variances have been granted for the front and side setbacks. There is a dumpster enclosure shown near the southeast corner of the site; the dumpster should be relocated such that it is not in the front yard. We defer to the Township Planner for comments regarding landscaping and setback requirements.

It appears there are a number of fuel tanks being proposed in the southeast corner. These tanks should be moved toward the rear of the site. A containment curb of some type needs to be placed around the tanks to collect any possible spills.

The plans should be sealed by a Professional Engineer, Architect, or Landscape Architect.

**Water Service**

No water main is shown on the proposed site, although a hydrant is shown immediately south of the project on Lucy Road. The developer should indicate the location of the main along Lucy and avoid placing any landscaping on top of the main. No new water services are shown and no floor plan is provided for the new pole barn, therefore it is assumed there is no restroom or other plumbing in the barn. This should be verified by the developer.



October 22, 2019

Page 3 of 3

The area around the fuel tanks should be paved and curbed to contain potential spills. Any stormwater runoff from this area should be contained separately or the appropriate mechanical separators be put in place to manage the runoff.

We defer to the Township Planner on the appropriate number of parking spaces.

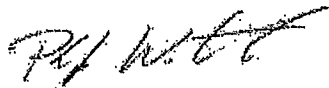
**Recommendation**

We recommend the plans be revised and resubmitted with the following corrections:

1. Indicate adjacent land use, zoning, and ownership on the location map.
2. The plans need to be professionally sealed
3. Verify there is no restroom in the proposed pole barn.
4. Verify the existing septic system can handle the loading from the increased employee count.
5. Provide calculations and design information for the stormwater management system.
6. Revise the site grading to capture all runoff on site.
7. Dimension the parking stalls.
8. Relocate the fuel tanks to the rear of the lot, and pave around the tanks. Provide a containment curb to isolate possible spills.

If you have any questions or need anything further, please feel free to contact our office.

Sincerely,



**Philip A. Westmoreland, P.E.**  
Senior Project Manager  
**SPICER GROUP, INC.**  
125 Helle Blvd., Suite 2  
Dundee, MI 48131

CC: SGI File  
Ken Recker, P.E., Livingston County Drain Commissioner's office (via email)  
John Enos, AICP, Carlisle Wortman (via email)

## Dave Hamann

---

**From:** Ken Recker <KRecker@livgov.com>  
**Sent:** Monday, November 18, 2019 2:07 PM  
**To:** Dave Hamann  
**Cc:** khiller@livingstonroads.org; Aaron Aumock; Phil Westmoreland (philaw@spicergroup.com); Rod Soos; Mitch Dempsey  
**Subject:** RE: Site Plan Review request for Evergreen 386 Lucy Rd

Dave,

In regard to this one acre Lucy Road site I'd offer the following:

1. The site is an existing home site which is to be demolished to allow for the proposed new use. It is located on the west side of Lucy Road across from the former Landfill, between Miechels Auto Salvage to the north, and the railroad tracks to the south.
2. The plan should contain a note stating the drainage system is to be privately owned and maintained by the property owner.
3. Basin calculations were not reviewed in detail, as that is typically done by our review consultant. However, we would note that the 2" of runoff over the tributary area is not normally adjusted by the C factor as appears to be the case in the table on Sheet G-2. We'd recommend deepening the basin by one foot. While this might not allow the full 2" of runoff to be stored in the basin, this would provide additional storage, and make further certain the proposed two feet of freeboard as proposed on Sheet G-2. If the additional foot of depth is provided, we'd have no objection to allowing for two feet of freeboard as shown on the calculations on sheet G-2.
4. The soils information on Sheet I-1, though not extending to 25 feet below grade, appears to adequately document the capacity of the underlying soil strata at the proposed basin location to infiltrate water. We would not require a soil boring to further validate the information provided.
5. The inlets into the basins from the roof and footing drains should have proposed elevations at the discharge points in the basin, no higher than one foot above the bottom of the basin. It appears a rip rap spillway is being provided in the southwest corner of the basin to pick up surface runoff behind the existing structure. A detail of the spillway construction should be shown.
6. Due to the proximity of the site to surrounding wetlands, a commercial soil erosion and sedimentation control permit is required for the project. I will have staff perform a complete soil erosion control plan review upon receipt of fees and application materials.

If you have further questions give me a call.

Sincerely,

Kenneth E. Recker, II, P.E.  
Chief Deputy Drain Commissioner

---

**From:** Dave Hamann <za@mariontownship.com>  
**Sent:** Tuesday, November 5, 2019 10:47 AM  
**To:** Ken Recker <KRecker@livgov.com>; khiller@livingstonroads.org; Jamil Czubenko <jczubenko@howellfire.net>;

**HOWELL AREA FIRE DEPARTMENT  
FIRE MARSHAL DIVISION**

1211 W. Grand River  
Howell, MI 48843  
517-546-0560  
FAX: 517-546-6011  
[firemarshal@howellfire.net](mailto:firemarshal@howellfire.net)

**DATE:** November 13, 2019

**TO:** Dave Hamann  
Marion Twp Zoning Administrator  
2877 W Coon Lake Rd  
Howell, MI 48843

**FROM:** Jamil Czubenko-Fire Marshal

**PROJECT:** 386 Lucy Rd, Evergreen Site Plan, **Marion Township**

**REF:** Site Plan Review - **Approved w/concerns noted**

**CONCERNS:**

I have reviewed the above listed site plan and find that it is **satisfactory** as presented as long as the **following conditions** are met:

1. Building(s) shall have approved address numbers, building numbers or approved building identification placed in a position that is plainly legible and visible from the street or road fronting the property.
  - a. These numbers/letters shall be at least 6" high and shall contrast with their background.
2. The fire department access drive shall meet the following conditions:
  - a. The minimum unobstructed width shall be 20 feet.
  - b. The minimum unobstructed height shall be 13 feet
  - c. The access drive shall be accessible at all times (i.e. snow removal, parked equipment).
  - d. The use of the Knox Rapid Entry system padlock or Knox key switch will be required for any entry gate that is going to be installed.
  - e. The access drive shall be constructed so it can support up to 100,000 pound fire apparatus.
3. A final inspection of the buildings, gates and site shall be performed by the fire department before C of O is issued.

Any changes in this site plan shall be submitted to the Howell Area Fire Department for additional approval. If there is anything further that you need, please feel free to give me a call.

LC HD

**Dave Hamann**

---

**From:** Aaron Aumock <AAumock@livgov.com>  
**Sent:** Thursday, November 07, 2019 2:50 PM  
**To:** Dave Hamann  
**Subject:** RE: [EXT] Checking if you received site plan and could unzip?

Dave,

We are fine with the proposed pole barn as long as no plumbing is installed.

Aaron Aumock, REHS, PEM  
Field Program Coordinator  
Livingston County Health Department  
2300 E. Grand River, Suite 102  
Howell, MI 48843-7578  
P: 517.552.6873  
F: 517.546.9853  
[aaumock@livgov.com](mailto:aaumock@livgov.com)

LIVINGSTON COUNTY  
Health Department



---

**From:** Dave Hamann <za@mariontownship.com>  
**Sent:** Thursday, November 7, 2019 8:56 AM  
**To:** Aaron Aumock <AAumock@livgov.com>  
**Subject:** RE: [EXT] Checking if you received site plan and could unzip?

"The e-mail below is from an external source. Please do not open attachments or click links from an unknown or suspicious origin."

---

Hi Aaron, yes this one on Lucy is an old residence and the septic is on the print in the south west corner and is working. Page U1 shows the tank and field. Let me know what the issue is so I can get it back to Dan Brockway!

Dave Hamann  
Zoning Administrator  
Marion Township  
[za@mariontownship.com](mailto:za@mariontownship.com)

---

**From:** Aaron Aumock [<mailto:AAumock@livgov.com>]  
**Sent:** Thursday, November 07, 2019 8:14 AM  
**To:** Dave Hamann <za@mariontownship.com>  
**Subject:** RE: [EXT] Checking if you received site plan and could unzip?

LCRC

**Dave Hamann**

---

**From:** Kim Hiller <khiller@livingstonroads.org>  
**Sent:** Tuesday, November 05, 2019 2:11 PM  
**To:** Dave Hamann  
**Subject:** RE: Site Plan Review request for Evergreen 386 Lucy Rd

Dave,

The applicant will need to apply for a commercial waiver for the existing driveway approach. If we find that the existing approach does not meet our requirements for the proposed use, the approach will need to be updated to meet our requirements and a commercial approach permit will be needed.

Please feel free to contact me with any questions.

Thank you,

**Kim Hiller, P.E.**

Utilities and Permits Engineer  
Livingston County Road Commission  
3535 Grand Oaks Drive  
Howell, MI 48843  
Ph. (517) 546-4250  
khiller@livingstonroads.org

---

**From:** Dave Hamann <za@mariontownship.com>  
**Sent:** Tuesday, November 05, 2019 11:37 AM  
**To:** Kim Hiller <khiller@livingstonroads.org>  
**Subject:** RE: Site Plan Review request for Evergreen 386 Lucy Rd

Here is the uncompressed! Let me know if you get it ok. And only 1 copy I hope!

Dave Hamann  
Zoning Administrator  
Marion Township  
[za@mariontownship.com](mailto:za@mariontownship.com)

---

**From:** Kim Hiller [<mailto:khiller@livingstonroads.org>]  
**Sent:** Tuesday, November 05, 2019 11:33 AM  
**To:** Dave Hamann <za@mariontownship.com>  
**Subject:** RE: Site Plan Review request for Evergreen 386 Lucy Rd

I do not have the 7zip program.

**Kim Hiller, P.E.**

Utilities and Permits Engineer  
Livingston County Road Commission  
3535 Grand Oaks Drive  
Howell, MI 48843

**NEW BUSINESS:**

**SPR# 02-19 Evergreen Landscape 386 Lucy Road SS Real Estate Holdings LLC**

Dan Brockway owns and operates Evergreen Landscape located at 386 Lucy Road. Dan attended a ZBA meeting to request a variance for the minimum setback from the road. He asked for 50 feet instead of the required 75 feet. He also requested that the side yard buffer fencing requirement be waived but he agreed to build a fence if needed. This request was approved but the Dumpster screening was denied.

Dan Brockway discussed all the reviews from outside agencies. He will need to apply for a commercial waiver or permit. John Enos said that he believes that Dan Brockway has spent a lot of time on this site plan and believes that he is in the right location for a Landscape operation. John's only request is that he meets the rear set-back requirements along with some clarification on the parking spots.

Dan said that Phil Westmoreland expressed that he would like the fuel tank located in the back of the property. However Dan would like to leave the fuel tank in the front, due to easy access and limited space in the back.

John Enos said that he appreciates all the work that he has done on this plan and is happy with everything. Dan has complied with all of our requests and John recommends approval of this site plan.

Dave Hamann would like this approval contingent on all the requests from outside agencies being fulfilled. He would like the Board to see the same plan that we are seeing today with a list of all the requirements/reviews and would like documentation of what has been completed and what still needs to be completed. Dave said that putting the fuel tank in the back of the property would make it very difficult for it to be filled.

Bob Hanvey asked if Dave would be the one to make sure that Dan completes everything being requested by the other agencies.

Dave said yes, prior to the process.

Bob asked if Phil's recommendation about the fuel tank was in the ordinance.

Dave said that it's not in the ordinance, it is just a recommendation.

**Cheryl Range made a motion to send the site plan for SPR# 02-19 Evergreen Landscape on 386 Lucy Road, to the Board of Trustees with all of the reviews and recommendations from outside agencies. Bruce Powelson seconded. MOTION CARRIED**

Bob Hanvey asked if we could send a list of all of the recommendations to the Board of Trustees as well.

Dan Brockway agreed to send that list to Dave.

Items in read have not been addressed / changed on the existing set of plans. Will be changed for the construction set.

## Reviews

- Road Commission - Kim Hiller
  - Need to apply for a commercial waiver for the existing driveway approach. If we find that the existing approach does not meet our requirements for the proposed use, the approach will need to be updated to meet our requirements and a commercial approach permit will be required.
  
- Health Department - Aaron Amuck
  - Fine with the pole barn as long as there is no plumbing installed.
  
- Fire Department - Jamil Czubenko
  - Need approved address numbers min 6" high in an area that is plainly legible and visible
  - Minimum Obstructed width 20'
  - Min Obstructed height 13'
  - Access drive accessible at all times. Snow Removal and parked equipment
  - Use of a knox rapid entry system or knox key switch
  - Drive constructed to support up to 100,000# fire apparatus
  - Final inspection performed by before C of O
  
- Drain Commission - Ken Recker
  - Need a note stating that drain system will be privately maintained
  - Add additional 1' off depth to the pond and they have no issue.
  - They feel that the soils information provided appear to adequately document the capacity of the underlying soil strata at the proposed basin location to infiltrate water. They would not require a soil boring to further validate the information provided.
  - Inlets to the basin need to have proposed elevation at the discharge points into the basin, no higher than 1' above the bottom of the basin. A rip rap spill way is being provided, a detail should be shown.
  - A soil erosion and sedimentation control permit is required.

- Township Planner - John Enos
  - Provide Rear setback information - 135'
  - Discuss Wetland Issues
  - Provide Clarification of design dimensions for parking - handicap and non
  - Indicate whether privacy fence with gate is existing or proposed
  - Fire Department Review and approval
  - Clarify if the dumpster and 3 fuel tanks are existing or proposed.
  - Differentiate between existing and proposed landscape features and buffer zones
  - Planning Commission should discuss the need for screening
  - Engineer review and approval of well and septic system
  - Provide information on existing and proposed lighting
  
- Township Engineer - Phil Westmoreland
  - Indicate adjacent land use, zoning and ownership on the location map
  - Verify that there is no restroom in the proposed pole barn
  - Verify Existing Septic system can handle the loading from increased employee count
  - Provide calculations and design information for the stormwater management system
  - Revise Site Grading to capture all runoff on site
  - Dimension parking stalls
  - **Relocate fuel tanks to the rear of the lot, and pave around tanks. Provide containment curb to isolate spills.**





Parcel ID - 4710-01-200-004  
 366 Lucy Rd, Howell MI  
 Property Information

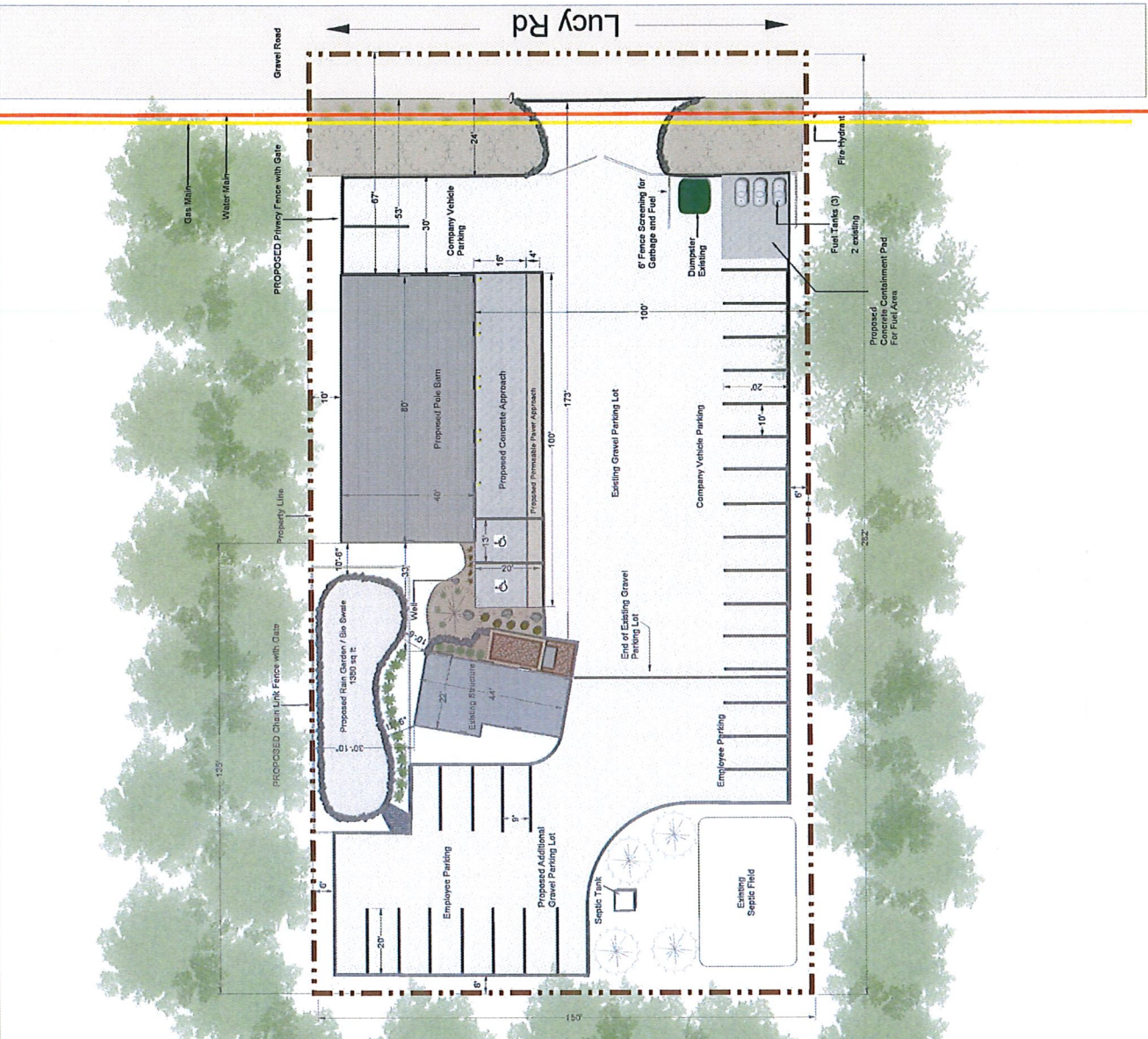
Original - 2-1-19  
 Revision 1 - 10-2-19  
 Revision 2 - 11-2-19

SS Real Estate Pole Barn  
 386 Lucy Rd, Howell

Job Number  
 19 - 205  
 Date  
 2-6-19

S-1

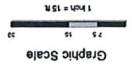
Graphic Scale  
 1 inch = 10 ft



**Parking Details -**  
 Total Spots - 32  
 Handicapped - 2  
 Non Handicapped - 30  
 Handicap Stalls to be 13' x 20'  
 Emp. Veh Stalls to be 9' x 20'  
 Com. Veh Stalls to be 10' x 20'

**Coverage Details**  
 Existing Building - 875 sq ft - 2%  
 Proposed Building - 3200 sq ft - 7.5%  
 Total Building - 4075 sq ft or 9.5%

**Proposed Building Setbacks**  
 Front - 67 ft  
 Back - 135 ft  
 North Side - 10 ft  
 South Side - 100 Ft



L-1

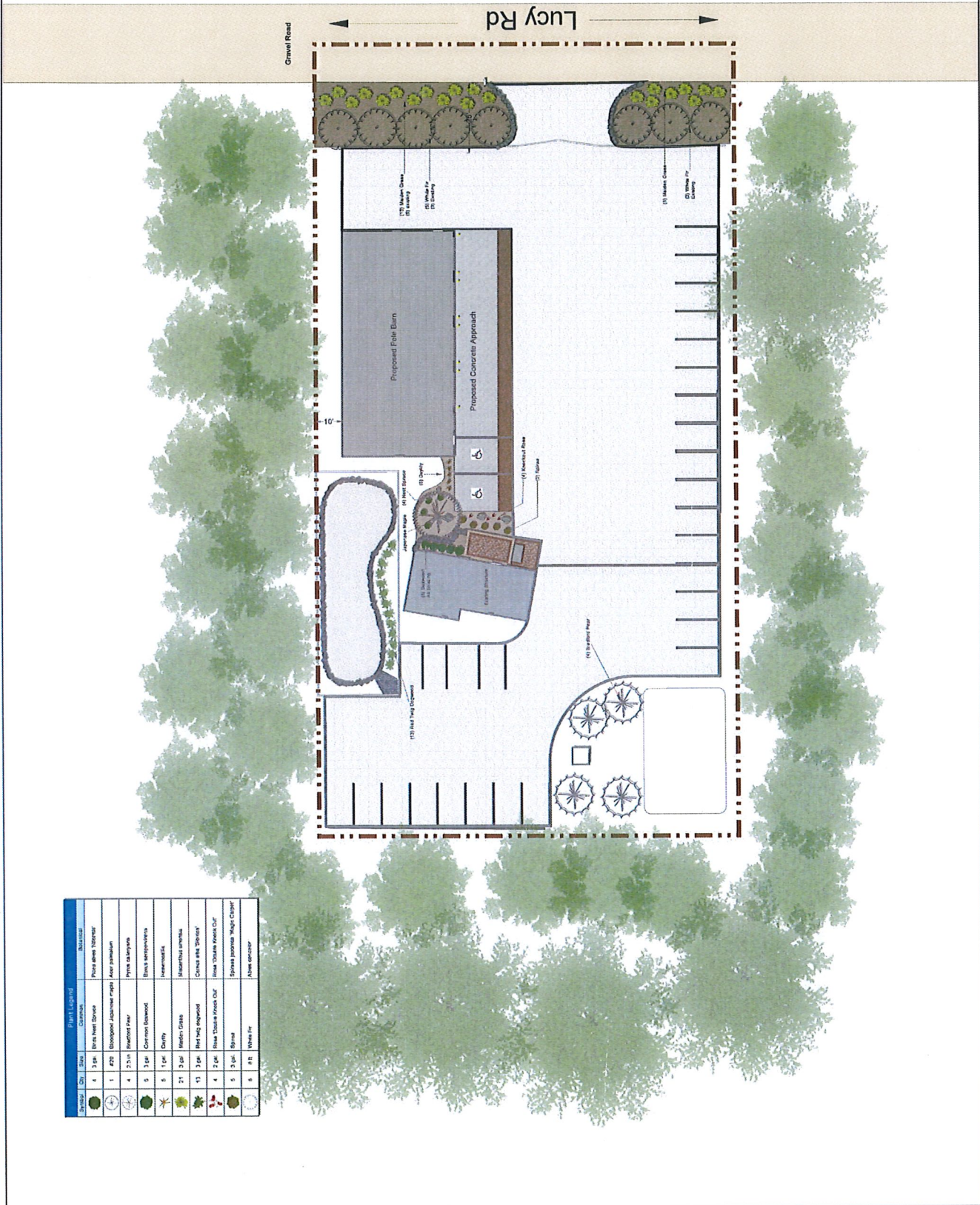
2-6-19  
Date

19 - 205  
Job Number

SS Real Estate Pole Barn  
386 Lucy Rd, Howell

Original - 2-1-19  
Revision 1 - 10-2-19  
Revision 2 - 11-2-19

Property Information  
386 Lucy Rd, Howell MI  
Parcel ID - 4710-01-200-004



Symbol	Qty	Size	Plant Legend	Material
(Tree symbol)	4	3 1/2"	White Red Spruce	White Red Spruce
(Tree symbol)	1	4 1/2"	Biological Intermediate Maple	Biological Intermediate Maple
(Tree symbol)	4	2 1/2"	Redwing Blackberry	Redwing Blackberry
(Tree symbol)	5	1 1/2"	Common Elmwood	Common Elmwood
(Tree symbol)	5	1 1/2"	White Fir	White Fir
(Tree symbol)	11	2 1/2"	White Red Spruce	White Red Spruce
(Tree symbol)	13	3 1/2"	Red Wing Blackberry	Red Wing Blackberry
(Tree symbol)	4	2 1/2"	White Red Spruce	White Red Spruce
(Tree symbol)	5	3 1/2"	Common Elmwood	Common Elmwood
(Tree symbol)	5	1 1/2"	White Fir	White Fir
(Tree symbol)	5	1 1/2"	White Fir	White Fir

Property Information  
 386 Lucy Rd, Howell MI  
 Parcel ID - 4710-01-200-004

Original - 2-1-19  
 Revision 1 - 10-2-19  
 Revision 2 - 11-2-19

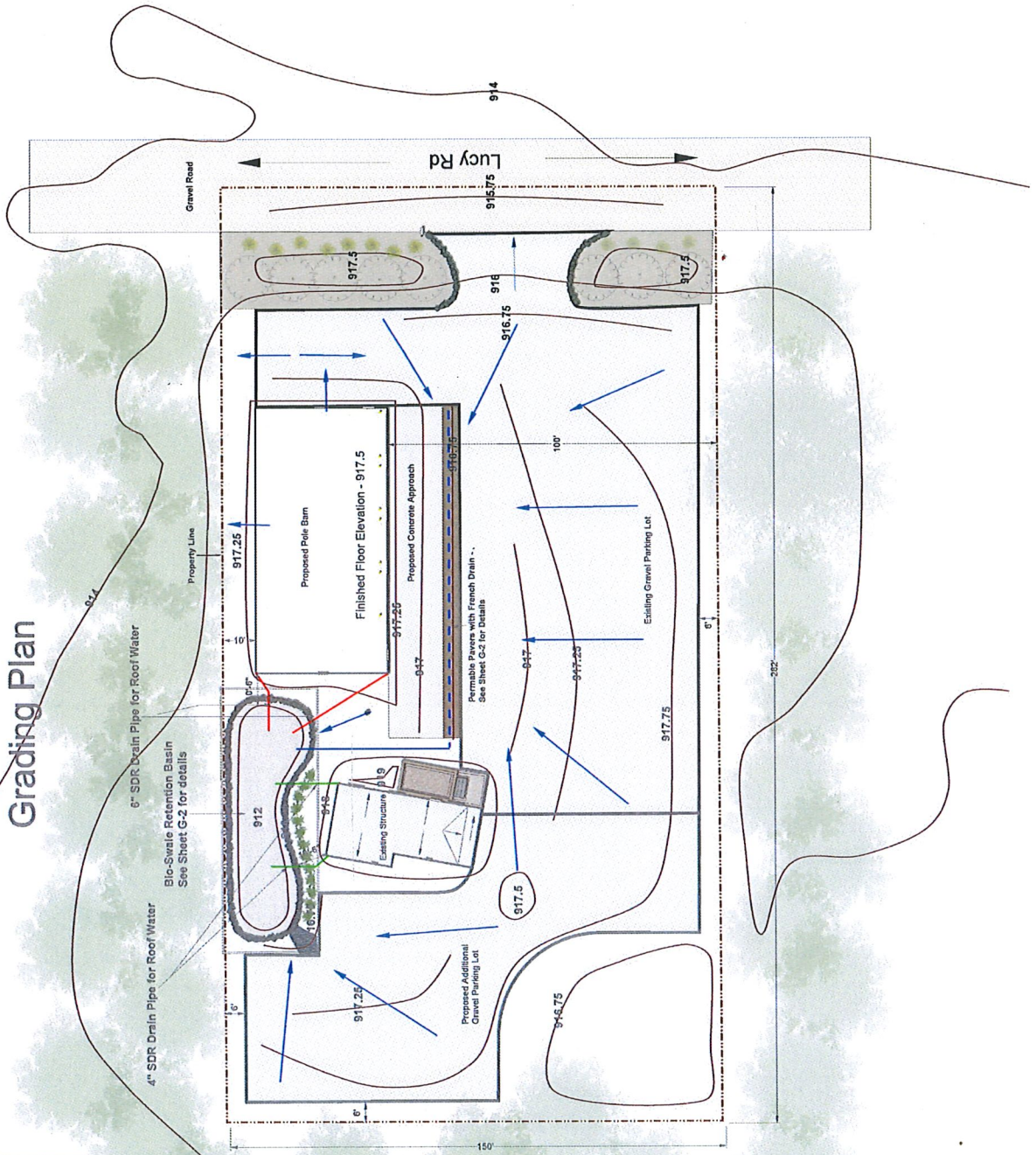
# SS Real Estate Pole Barn

Job Number	19 - 205
Date	2-6-19



## Grading Plan

The existing grades will be adjusted accordingly to capture the maximum amount of surface water from the property as possible.  
 The only area that will not be adjusted to be captured by the storm water management would be above the septic field.  
 The adjacent parcel to the north owned by Marlon Twp. is a wetland area with standing water much of the year.  
 There are no existing wetland areas on this parcel.





**Storm Water Management Calculations**

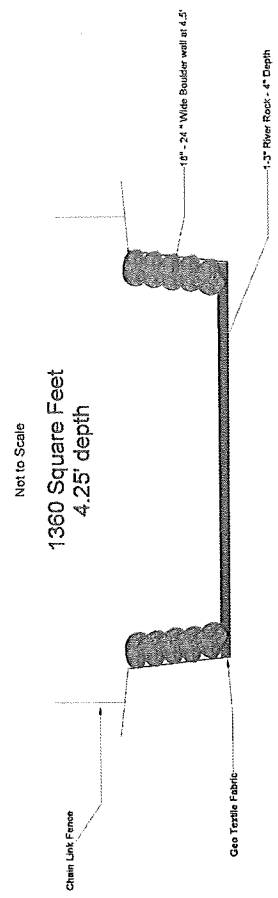
Surface	Area (sq ft)	Total @ 2" (cubic ft)	Runoff Coefficient	Required (cubic ft)
Roof	3200	533.33	0.95	506.67
Concrete	875	145.83	0.95	138.54
Non Permeable Pavement	1600	266.67	0.95	253.33
Permeable Pavement	288	47.57	0.95	45.39
Gravel	400	66.67	0.2	20.00
Landscaping	2128	3571.33	0.8	2142.80
Grass	3050	508.33	0.2	101.67
Total	8000	1333.33	0.2	266.67
	38639	6173.17		3474.00
Proposed Pond Capacity		5780	Cube Ft	
Freeboard		2.00	Ft	

**VALUES OF RELATIVE IMPERVEMENTS**

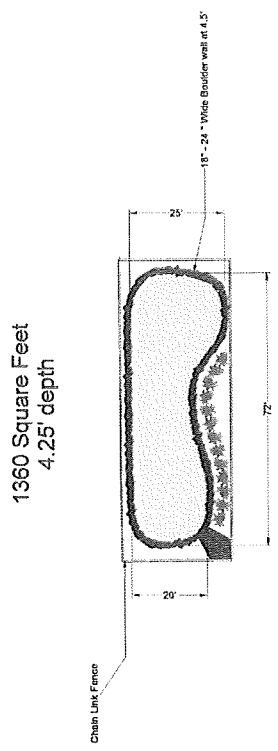
Surface	Relative Impervement
Asphalt	0.95
Concrete	0.95
Gravel	0.20
Grass	0.20
Landscaping	0.80
Permeable Pavement	0.95
Roof	0.95

These values are based on the U.S.S. Corps Manual, 4-2.1.1.

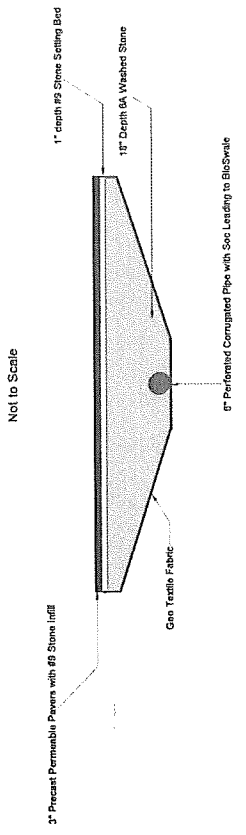
**Bio Swale / Rain Garden Cross Section**



**Bio Swale / Rain Garden Dimensions**

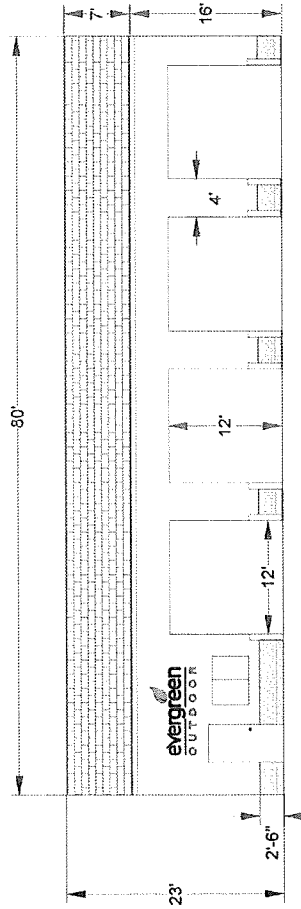


**Permeable Paver Drain Cross Section**

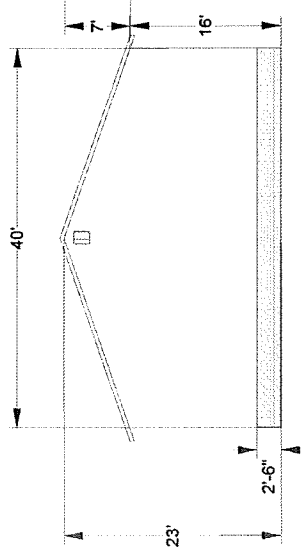


# Proposed Pole Barn 40' x 80'

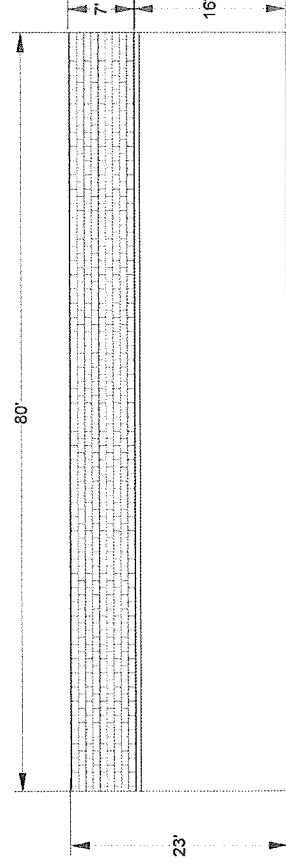
South Side Elevations



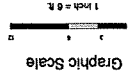
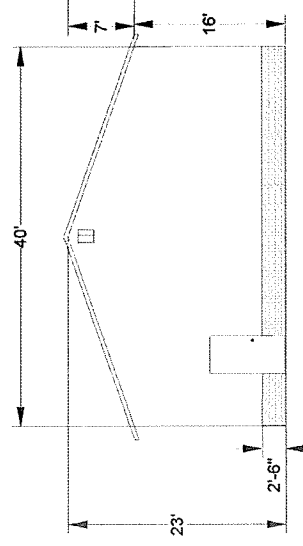
West Side Elevation



North Side Elevations



East Side Elevation



S-2

Job Number  
19 - 205  
Date  
2-6-19

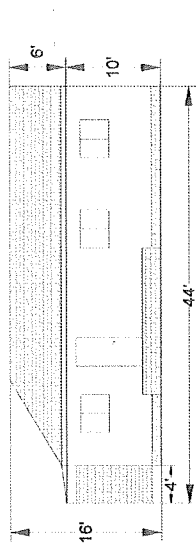
SS Real Estate Pole Barn  
386 Lucy Rd, Howell MI



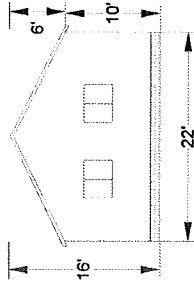
Property Information  
386 Lucy Rd, Howell MI  
Parcel ID - 4710-01-200-004

# Existing Home / Office Elevations

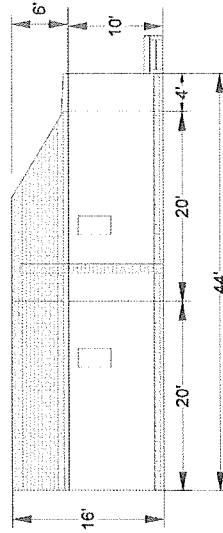
East Side Elevations



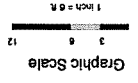
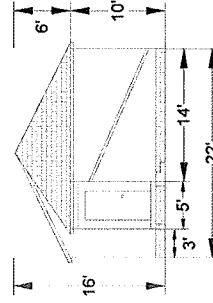
North Side Elevations



West Side Elevations



South Side Elevations



S-3

Job Number  
19-205  
Date  
2-6-19

SS Real Estate Pole Barn  
386 Lucy Rd, Howell MI



Property Information  
386 Lucy Rd, Howell MI  
Parcel ID - 4710-01-200-004

General Information

Soils

According to the soil survey conducted by the United States Department of Agriculture Soil Conservation Service, the soil in the parcel in question (386 Lucy Rd) is primarily made up of 2 types of soils. First toward the east end of the parcel is BUA or Brady Loamy Sand. The second and primary type covering the bulk of the parcel is Cd or Clifton Sandy Loam.

As you can see in Exhibits 2-4, our exploratory digging confirmed that the majority of the soil is a sandy substance topped with a 12-16" of topsoil. In our first dig in March of 2019 the water table was found to be approx 7' below surface level. In our second dig in November of 2019 the water table was found to be approx 6' below surface level.

Such soils should absorb water quickly from proposed retention ponds.

Adjacent Properties, Reference Exhibit 5

- Parcel 10-01-200-005  
Phillip Dyer  
Industrial  
Residential land use
- Parcel 17-01-200-004  
B1  
Parion Twp  
Single Family
- Parcel 17-05-100-003  
City of Howell  
I-2  
Solid waste storage
- Parcel 17-05-100-006  
SS Real Estate Holdings  
I-2  
Contractor Storage Yard
- Parcel 17-06-100-005  
Pachos Manufacturing, Inc  
I-2  
Scrap Yard
- Parcel 10-01-200-016  
David Michiels  
I-2  
Auto Salvage and Scrap Yard

Exhibit 3  
 Exploratory Dig  
 3/29/19



Exhibit 2  
 Exploratory Dig  
 3/29/19



Exhibit 4  
 Exploratory Dig  
 11/2/19



Exhibit 1 - Soil Survey  
 Source - Soils of Livingston County Published 1974

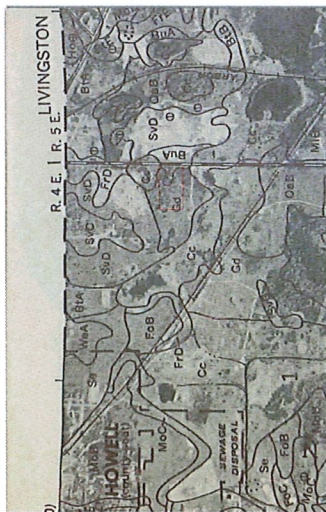
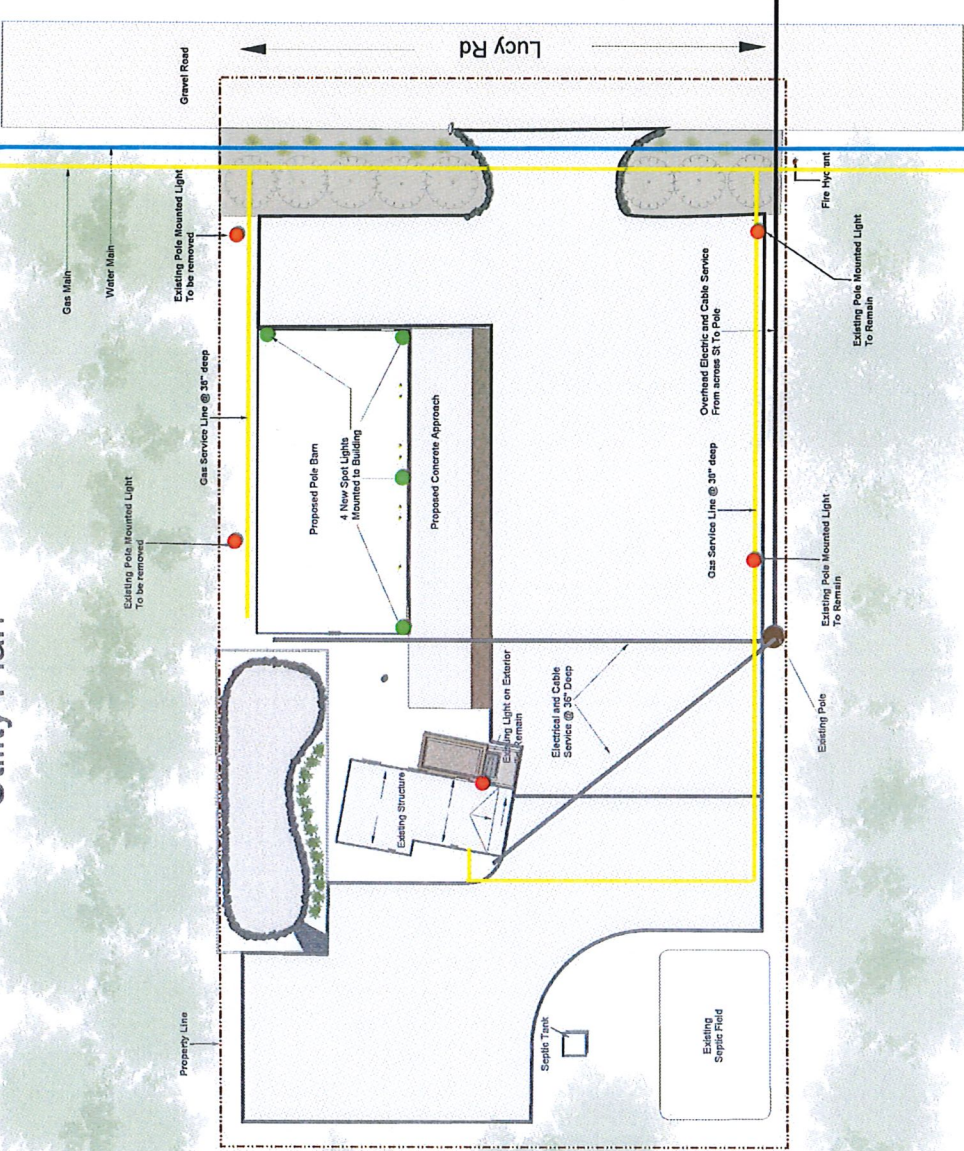


Exhibit 5  
 Neighboring Properties and Parcel #





# Utility Plan



### General Utility Information

#### Electrical

A new service line and meter will be run from pole to NW corner of proposed Pole Barn.

As part of this project the existing overhead electric service line for existing structure will be replaced with a buried service line.

#### Gas

A new service line and meter will be run from street gas main to NW corner of Pole Barn.

As part of this project a new service line will be run from street gas main to existing structure and convert existing structure to gas from propane.

#### Water and Sewer / Septic

The proposed pole barn will have no water or sewer service.

Although the existing septic system would handle the slight uptick in employee use, a portable toilet service will be utilized for the morning and afternoon influx of traffic.

#### Exterior Lighting

Currently the exterior lighting consists of 1 motion sensor / Spot light on the existing structure entrance door, and 4 spot lights with photocells mounted to the top of 4 x 4 posts.

With the construction of the pole barn, the new exterior lighting situation would be 1 motion spot light next to the door to existing structure, 2 post mounted spot lights on south side of property and 4 spot lights mounted across the eaves of south and east sides of pole barn.

Property Information  
386 Lucy Rd, Howell MI  
Parcel ID - 4710-01-200-004

Original - 2-1-19  
Revision 1 - 10-2-19  
Revision 2 - 11-2-19

SS Real Estate Pole Barn  
386 Lucy Rd, Howell

2-6-19  
Date  
19 - 205  
Job Number



Graphic Scale  
1" = 15'-0"

**MARION TOWNSHIP**  
**2877 W. COON LAKE ROAD**  
**HOWELL, MI 48843**  
**Phone 517-546-1588**  
**Fax 517-546-6622**

***TRANSMITTAL***

**TO:** Board of Trustees

**DATE** December 12,2019

**PROJECT** **FINAL SITE PLAN REVIEW**  
LoRea Topsoil & Aggregate  
SPR#03-19

**VIA** Hand Delivery

WE ARE SENDING:  Herewith  Under Separate Cover

THE FOLLOWING:

- Site Plan review for SPR#03-19 LoRea Topsoil & Aggregate dated 11/5/2019
- Carlisle/Wortman Review letter dated 10/15/2019
- Spicer review letter dated 11/18/2019
- LCDC review email dated 11/18/2019
- HFA review letter dated 11/6/2019
- LCHD review letter dated 11/7/2019
- LCRC review letter dated 11/8/2019
- Intergovernmental agreement for sewer from GO
- Planning Commission Minutes from November 26, 2019 meeting

FOR YOUR:  approval/ denial  as requested  
 other  review & comment

REMARKS:

The attached Site Plan for SPR#02-19 LoRea Topsoil & Aggregate. This information is for **FINAL Review and approval**. Let me know if you have any questions.

FROM: Dave Hamann, Zoning Administrator

Copy: file

RECEIVED

NOV 05 2019

**MARION TOWNSHIP**  
**APPLICATION FOR SITE PLAN REVIEW**

MARION TOWNSHIP

Date: 11/04/2019 *SPR# 03-19.*

Parcel I.D. Number: 4710-01-200-024

**Property Owner(s) Name (Print or Type):**

Paul Marie Properties

**Mailing Address (Print or Type):**

2000 N. Burkhart Rd

**City, State, ZIP (Print or Type):**

Howell, MI 48855

**Phone (Print or Type):**

517-404-5590

**Applicant(s) Name (Print or Type):**

Paul Marie Properties - Matt Peevey

**Mailing Address (Print or Type):**

2000 N. Burkhart Rd

**City, State, ZIP (Print or Type):**

Howell, MI 48855

**Phone (Print or Type):**

517-404-5590

**Name of Proposed Development:** LoRea Topsoil & Aggregate

**Location of Proposed Development (address):** Howell, MI 48843, Parcel ID No: 4710-01-200-024

**N E S W Side of** Lucy Road **Road between**

Grand River Avenue **and** I-96 **Roads**

- The property owner(s) must sign this application. In lieu of the owner(s) signature on this application, the owner may provide a letter authorizing the applicant to act on his / her behalf. This application will not be processed until authorized by the property owner and/or the authorized applicant.

**Brief Description of the Proposed Development and / or Project (Land Use):** \_\_\_\_\_

Landscape material supply yard/retail business, selling to commercial landscapers and homeowners.

I hereby grant permission for members of the Planning Commission, Zoning Administrator or their appointed designee to enter the above-described property for the purpose of gathering information related to this application.

**Owner(s) of Record Signature:** *Sera Peevey*

**Applicant(s) Signature (if other than owner):** \_\_\_\_\_

**Date:** 11/5/19

RECEIVED

NOV 05 2019

DO NOT WRITE BELOW THIS LINE – TOWNSHIP USE ONLY **MARION TOWNSHIP**

Date Received: 11-5-19 Received By: DH Application Fee: 1000  
5000 FROM

**PRELIMINARY SITE PLAN REVIEW**

**AGENCY REVIEWS AND COMMENTS FROM:**

County Road Commission: Yes \_\_\_ No \_\_\_ County Health Department: Yes \_\_\_ No \_\_\_

County Drain Commissioner: Yes \_\_\_ No \_\_\_ Fire Department: Yes \_\_\_ No \_\_\_ Other Agencies: Yes \_\_\_ No \_\_\_

Township Attorney: Yes \_\_\_ No \_\_\_ Township Engineer: Yes \_\_\_ No \_\_\_ Township Planner: Yes \_\_\_ No \_\_\_

APPROVED

APPROVED WITH CONDITIONS

DENIED

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

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

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

Date Received: \_\_\_\_\_ Received BY: \_\_\_\_\_ Application Fee: \_\_\_\_\_

**FINAL SITE PLAN REVIEW**

**AGENCY REVIEWS AND COMMENTS FROM:**

County Road Commission: Yes \_\_\_ No \_\_\_ County Health Department: Yes \_\_\_ No \_\_\_

County Drain Commissioner: Yes \_\_\_ No \_\_\_ Fire Department: Yes \_\_\_ No \_\_\_ Other Agencies: Yes \_\_\_ No \_\_\_

Township Attorney: Yes \_\_\_ No \_\_\_ Township Engineer: Yes \_\_\_ No \_\_\_ Township Planner: Yes \_\_\_ No \_\_\_

APPROVED

APPROVED WITH CONDITIONS

DENIED

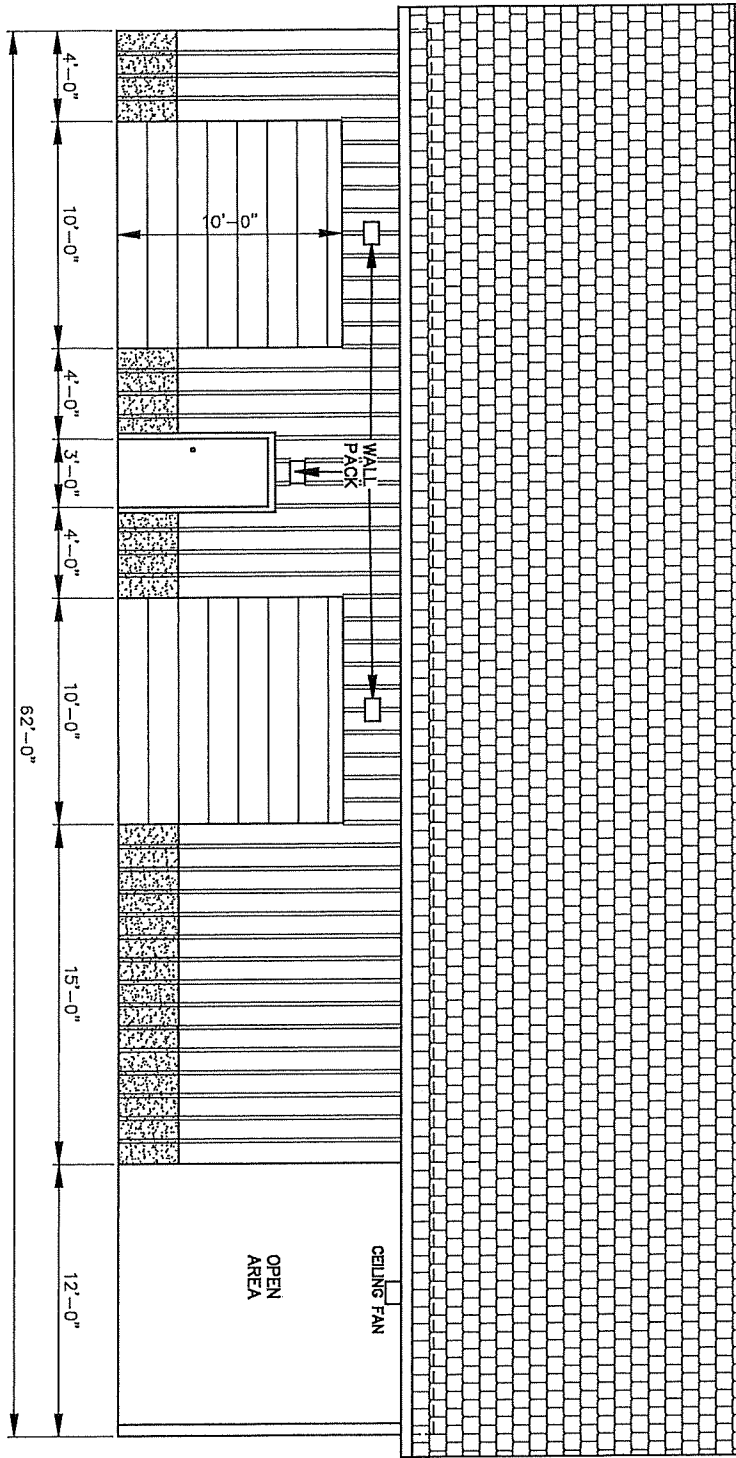
Date: \_\_\_\_\_

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

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

# MARION MARCH 2019





**SIDE ELEVATION**

SCALE 3/16" = 1'-0"

REVISIONS		BY
OWNER	BDR.	

<p>POLE BARN LUCY ROAD PAECEL: 4710-01-200-024</p>	
<p><b>KATER ENGINEERING ASSOCIATES</b> 6093 ANCHOR COVE DIMONDALE MI 48821 PHONE: (517) 974-2343 <a href="mailto:katerengr@aol.com">katerengr@aol.com</a></p>	
ACCEPTED	OWNER
BUILDER	
DRAWN	T. BAKER
CHECKED	T. BAKER
DATE	10-30-19
DRAWING NO.	01907302
SHEET 2 OF 2	



**FRONT ELEVATION**

SCALE: 3/16" = 1'-0"

REVISIONS	BY
	OWNER
	BUILDER

<p>POLE BARN LUCY ROAD PARCEL: 4710-01-200-024</p>	
<p><b>KATER ENGINEERING ASSOCIATES</b> 6093 ANCHOR COVE DIMONDALE MI 48821 PHONE: (517) 974-2343 <a href="mailto:katerengr@aol.com">katerengr@aol.com</a></p>	
ACCEPTED	OWNER
BUILDER	
DRAWN	T. BAKER
CHECKED	T. BAKER
DATE	DRAWING NO.
10-30-19	01907301
SHEET 1 OF 2	



## Carlisle | Wortman

ASSOCIATES, INC.

117 NORTH FIRST STREET SUITE 70 ANN ARBOR, MI 48104 734.662.2200 734.662.1935 FAX

---

### Site Plan Review For Marion Township, Michigan

<b>Applicant:</b>	Paul Marie Properties
<b>Project Name:</b>	Lo Rea Topsoil and Aggregate
<b>Plan Date:</b>	November 5, 2019
<b>Location:</b>	Lucy Road (Approximately 4 acres)
<b>Zoning:</b>	HS: Highway Service
<b>Action Requested:</b>	Site Plan Approval
<b>Required Information:</b>	Noted in Review

#### PROJECT AND SITE DESCRIPTION

The applicant has submitted a site plan to construct a warehouse building on an existing outdoor storage facility on Lucy Road. The new building will be near the front entrance of the site and include parking spaces for employees and/or customers. Also included will be the installation of a "fabric" structure near the southwest corner. A berm already surrounds most of the parcel and most of the site is covered with asphalt millings. A retention area will be constructed in the northwest corner and a topsoil pile is centered near the rear of the site. As a landscape supply yard several materials will be stored for purchase on the site and will be in concrete block bins near the southern property line.

The facility will continue to be accessed from Lucy Road through the existing driveway located on the east boundary of the parcel.



**Figure 1 – Aerial Image of Site and Surroundings**



**Items to be addressed:** 1.) Provide a vicinity map on the site plan. 2.) Clarify the proposed “fabric structure”.

**SURROUNDING ZONING AND LAND USE**

The subject parcel is currently zoned HS Highway Service. The applicant has not provided general information regarding zoning and land use.

**Table 1 – Surrounding Zoning and Land Use**

Direction	Zoning	Use
North	B-2: General Business (Howell)	Retail Strip
South	LI: Light Industrial	Salvage Yard
East	I-1 Light Industrial (Howell)	Industry
West	LI: Light Industrial	Storage Yard

**Items to be addressed:** Provide general zoning on plan.

**AREA, WIDTH, HEIGHT, SETBACKS**

The proposed use is a permitted use in the Light Industrial District. The applicant is proposing to dress up the site with a new warehouse and other improvements.

**Table 2 – Required and Provided Dimensions of the Proposed Pole Barn**

	<b>Required</b>	<b>Provided</b>	<b>Compliance</b>
<b>Minimum Lot Area</b>	1 acre	4 acres	✓
<b>Minimum Frontage</b>	330 feet	300 feet*	✓
<b>Setbacks:</b>			
<b>Front</b>	80 feet	40 feet	Variance Granted
<b>Side (North)</b>	25 feet	10 feet	Variance Granted
<b>Rear</b>	40 feet	40 feet	✓
<b>Maximum Lot Coverage</b>	40%	Not Depicted	✓
<b>Maximum Height</b>	40 feet	27 feet	✓

*Items to be addressed: Provide maximum lot coverage.*

**NATURAL RESOURCES**

Topography has been provided. The site is almost totally developed with asphalt millings and other storage material. Tall vegetated berms surround the site on three (3) sides.

*Items to be addressed: None.*

**PARKING AND LOADING**

The plan indicates that five (5) parking spaces that includes one ADA space will be provided fronting the proposed warehouse. Although not indicated on the plan we expect this parking area to consist of asphalt millings like much of the site.

Parking areas with a capacity of four (4) or more vehicles are required to be surfaced with a material that shall provide a durable, smooth, and dustless surface and shall be graded and provided with adequate drainage, asphalt millings should suffice.

*Items to be addressed: None.*

### **SITE ACCESS AND CIRCULATION**

No sidewalks exist within the site, or along its perimeter. Due to the site's location and lack of developed parcels within proximity, visitation is likely achieved using a vehicle. Access to the site is through an existing driveway located on the eastern boundary. A privacy fence with a gate has been depicted to regulate access to the site.

*Items to be addressed: Fire Department review and approval.*

### **BUILDING LOCATION AND SITE ARRANGEMENT**

The proposed new warehouse is planned near the entrance of the site with parking in front. The fabric structure is proposed near the rear. Because of the large open area truck turning radii should be fine. If a dumpster is proposed the location should be shown on the plan.

*Items to be addressed: Clarify dumpster and rubbish removal.*

### **LANDSCAPING AND SCREENING**

No landscaping has been provided. Due to the significant vegetated berm surrounding much of the property limited landscaping is necessary. However, we would suggest the front yard be dressed up some limited landscaping as this is a "landscape" storage company.

Existing wooded decorative fencing will be extended along the rear property line of the adjacent parcel to the north.

*Items to be addressed: The Planning Commission should discuss the need for limited landscaping.*

### **ESSENTIAL FACILITIES AND SERVICES**

The site is served by public water and sewer. Stormwater is proposed in the northwest corner.

*Items to be addressed: Township Engineer review and approval.*

### **LIGHTING**

The applicant should indicate any existing or proposed lighting within the site. Wall mounted lights be proposed for security and safety purposes. It does not appear any other lighting is proposed on the site.

*Items to be addressed: Provide information regarding existing or proposed lighting.*

## **RECOMMENDATIONS**

We would recommend approval of the plan conditional upon the following being addressed to the satisfaction of the Planning Commission.

1. Provide a vicinity map on the site plan.
2. Clarify the proposed "fabric structure".
3. Provide general zoning on plan.
4. Provide maximum lot coverage.
5. The Planning Commission should discuss the need for limited landscaping.
6. Township Engineer review and approval.
7. Provide information regarding existing or proposed lighting.
8. Clarify dumpster and rubbish removal.
9. Fire Department review and approval.

November 18, 2019

Dave Hamann, Zoning Administrator  
Marion Township  
2877 W Coon Lake Rd  
Howell, MI 48843

RE: LoRea Topsoil & Aggregate  
Preliminary Site Plan Review

Mr. Hamann:

We have received and reviewed the preliminary site plan for LoRea Topsoil Aggregate, which is located on Lucy Road between Grand River Ave and I-96. The site plan was prepared by Livingston Engineering and the pole barn plan was prepared by Kater Engineering Associates. We offer the following comments:

**General**

The proposed property is in the Highway Service District and will be used to store landscaping materials. A site plan is provided at a scale of 1" = 30' which meets the development standards laid out for Marion Township. An aerial photograph depicting the site location was provided, however this aerial image does not clearly depict where the proposed site is located in respect to other properties. Property owner information, street names, parcel numbers, and parcel boundaries are missing from or are not labeled in the provided aerial. A vicinity map of the site should also be provided at a scale of 1" = 2,000' to clearly depict the location of the proposed site and its surroundings. The site plan provided does not include a legal description of the property. There are enough dimensions given to determine the total acreage, however, the total acreage is not identified on the plans.

**Physical/Natural Features**

The site plan includes a proposed pole barn that will be located on the East side of the property. Adequate dimensions for the pole barn are provided in two separate drawings. The final elevation of the pole barn is not shown on the site plan in relation to the existing contours. Lucy Road's centerline and 33' right of way are depicted on the site plan. There is an existing driveway and proposed parking area to be constructed in front of the proposed pole barn. The dimensions given for the driveway should include the approach radii and a cross section showing final grading. The proposed driveway is currently shown as millings, but it is our understanding that this was to be paved. This should be clarified on the plans and a paving section should be included.

The site plan does not identify all soil conditions. There is a surface cross section provided identifying that there is an existing 4" – 6" layer of asphalt millings over the majority of the site.

**Landscaping**

The site does not have any wetlands or bodies of water nearby. Wooded areas can be seen on the plans on the outer boundary of the property. These areas do not provide a description of the general type and size of the trees. Proposed and existing fencing is identified for the boundary of the property. No additional landscaping details have been provided.

### **Water Service**

There is existing water main shown on the east side of the site running along the west side Lucy Road. The location of this utility was provided by the Township and will be verified in the field. The size of this existing water main is not provided on the plans. A proposed 1" proposed water service lead is shown on the plans. The connection is to be made with a tapping sleeve and stop box. We defer to MHOG on matters regarding the water mains and service.

### **Sanitary Sewer**

Existing sanitary sewer is located along the west side of Lucy Road on the east side of the site. The location of this utility was provided by the township and will be verified in the field. The size of this existing sewer is not provided. The plans show a proposed 6" sanitary sewer lead. The details for the connection into the existing sanitary sewer was not provided.

### **Storm Water and Drainage**

Existing and proposed contours are present on the site plan. The proposed contours need to be labeled to see the change between existing and proposed topography. The proposed site has been broken up into two tributary areas. These tributary areas are shown on the plans with a thick gray dashed border. The west most tributary area appears to flow directly into the retention basin, while the east most area flows into a swale which directs runoff into the retention basin.

The storm drainage system consists of two structures (R-1 and R-2). These structures are both 12" catch basins. These structures are connected by 278 feet of 12" ADS N-12 sewer pipe at a slope of 0.32 percent. Flow through this system is picked up in R-2 and discharges into the retention basin. System connection to structure R-1 should be more clearly identified on the plans. Overflow from the retention basin appears to be directed to the north east corner of the property. Overflow from this structure could cause runoff to flow onto adjacent properties. The applicant should verify the overflow route with the Livingston County Drain Commission. Storm sewer calculations have been provided on the plans, however, they were not reviewed for this preliminary review.

The location of the proposed retention basin has been provided along with proposed contour lines. However, these proposed contour lines do not appear to have labels. Storage calculations have been performed according to the Livingston County Drain Commission Design Standards and are shown on the plans.

We defer to the Livingston County Drain Commissioner's office for comment regarding stormwater management.

### **Recommendation**

After careful review of the construction plans, we offer the following recommendations:

1. Include adjacent zoning, parcel boundaries, parcel numbers, owner information, and street names in the aerial map
2. Provide a vicinity map at a scale of 1" = 2000' to show approximate location
3. Relocate or resize dimension labels so that they can be seen clearer and identify total acreage somewhere on the plans
4. Provide a legal description of the site on the plans

November 18, 2019

Page 3 of 3

5. Clearly label proposed contours for the retention basin, the proposed building, utility structures, and proposed driveways and parking areas
6. Identify existing utility pipe sizes
7. Include a legend for map symbols

If you have any questions or need anything further, please feel free to contact our office.

Sincerely,

*Kayla Bigelow*

**Kayla Bigelow, E.I.T.**  
Design Engineer  
**SPICER GROUP, INC.**  
1400 Zeeb Drive  
St. John's, MI 48879

*Philip A. Westmoreland*

**Philip A. Westmoreland, P.E.**  
Senior Project Manager  
**SPICER GROUP, INC.**  
125 Helle Blvd., Suite 2  
Dundee, MI 48131

## Dave Hamann

---

**From:** Ken Recker <KRecker@livgov.com>  
**Sent:** Monday, November 18, 2019 12:17 PM  
**To:** Dave Hamann  
**Cc:** Aaron Aumock; Kim Hiller; Josh Ratliff; Rod Soos; matt@tlsoutdoor.com  
**Subject:** SPR#03-19 for LoRea Topsoil Aggregate

Dave,  
I met with Frank, an inspector from our office, and a Township representative out there some years ago. I've also discussed the site more recently with Mr. Peevey.

I'd offer the following comments:

1. The plan should contain a note stating the drainage system is to be privately owned and maintained by the property owner.
2. The ADS N-12 12" pipe installation from flared end R-1 to structure R-2 appears adequate for the tributary area shown. This pipe will require special trench backfill to maximize service life and minimize pipe deflection within manufacturers guidelines. We'd recommend pipe backfill consist of MDOT 6A stone to a foot above the top of the pipe. As an alternate, ADS HP pipe is less sensitive to backfill material.
3. Basin calculations were not reviewed as that is typically done by our review consultant. In order to minimize erosion beneath the piped outlet to the basin, we'd recommend dropping the invert of pipe R-1 to within two feet of the proposed basin bottom of 902. If there are concerns regarding excessive submergence of the inlet, given site constraints we'd permit an elevation as high as 905.0 with added rip-rap at the outlet.
4. To avoid excessive pipe velocities associated with addressing item 3 above, the pipe invert at R-2 may need to be adjusted accordingly.
5. Armor should be shown on the east side of the basin where the proposed shallow swale discharges into the retention basin down the sideslope from the basin bottom to the East/Northeast of drainage structure R-1.
6. A commercial soil erosion and sedimentation control permit is required for the project. Standard soil erosion control items (timing sequence, rip-rap details, tracking mat, stabilization specifications, etc.) will have to be shown on the site plan if a separate erosion and sedimentation control plan is not provided.

From a drainage perspective, the proposal agrees with the existing drainage patterns on the parcel. The site topography indicates that a high water overflow to the Lucy Road right of way is the most feasible overflow path when the retention basin overflows at high water.

If you have further questions give me a call.

Sincerely,

Kenneth E. Recker, II, P.E.  
Chief Deputy Drain Commissioner

---

**From:** Dave Hamann <za@mariontownship.com>  
**Sent:** Wednesday, November 6, 2019 2:34 PM  
**To:** Jamil Czubenko <jczubenko@howellfire.net>; khiller@livingstonroads.org; Ken Recker <KRecker@livgov.com>; Aaron Aumock <AAumock@livgov.com>  
**Subject:** [EXT] FW: SPR#03-19 for LoRea Topsoil Aggregate



**HOWELL AREA FIRE DEPARTMENT  
FIRE MARSHAL DIVISION**

1211 W. Grand River  
Howell, MI 48843  
517-546-0560  
FAX: 517-546-6011  
[firemarshal@howellfire.net](mailto:firemarshal@howellfire.net)

**DATE:** November 6, 2019

**TO:** Dave Hamann  
Marion Twp Zoning Administrator  
2877 W Coon Lake Rd  
Howell, MI 48843

**FROM:** Jamil Czubenko-Fire Marshal

**PROJECT:** SPR#03-19 for LoRea Topsoil Aggregate Site Plan, **Marion Township**

**REF:** Site Plan Review - **Approved w/concerns noted**

**CONCERNS:**

I have reviewed the above listed site plan and find that it is **satisfactory** as presented as long as the **following conditions** are met:

1. Building(s) shall have approved address numbers, building numbers or approved building identification placed in a position that is plainly legible and visible from the street or road fronting the property.
  - a. These numbers/letters shall be at least 6" high and shall contrast with their background.
2. The fire department access drive shall meet the following conditions:
  - a. The minimum unobstructed width shall be 20 feet.
  - b. The minimum unobstructed height shall be 13 feet
  - c. The access drive shall be accessible at all times (i.e. snow removal, parked equipment).
  - d. The use of the Knox Rapid Entry system padlock or Knox key switch will be required for any entry gate that is going to be installed.
  - e. The access drive shall be constructed so it can support up to 100,000 pound fire apparatus.
3. A final inspection of the buildings, gates and site shall be performed by the fire department before C of O is issued.

Any changes in this site plan shall be submitted to the Howell Area Fire Department for additional approval. If there is anything further that you need, please feel free to give me a call.

## Dave Hamann

---

**From:** Aaron Aumock <AAumock@livgov.com>  
**Sent:** Thursday, November 07, 2019 8:09 AM  
**To:** Dave Hamann  
**Subject:** RE: [EXT] FW: SPR#03-19 for LoRea Topsoil Aggregate

Dave,

It appears they will be on municipal water and sewer. We have no comments.

Aaron Aumock, REHS, PEM  
Field Program Coordinator  
Livingston County Health Department  
2300 E. Grand River, Suite 102  
Howell, MI 48843-7578  
P: 517.552.6873  
F: 517.546.9853  
[aaumock@livgov.com](mailto:aaumock@livgov.com)

LIVINGSTON COUNTY  
  
Health Department



---

**From:** Dave Hamann <za@mariontownship.com>  
**Sent:** Wednesday, November 6, 2019 2:34 PM  
**To:** Jamil Czubenko <jczubenko@howellfire.net>; khiller@livingstonroads.org; Ken Recker <KRecker@livgov.com>; Aaron Aumock <AAumock@livgov.com>  
**Subject:** [EXT] FW: SPR#03-19 for LoRea Topsoil Aggregate

"The e-mail below is from an external source. Please do not open attachments or click links from an unknown or suspicious origin."

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Attached are the documents for a site plan review for a new project on Lucy Road Parcel ID 4710-01-200-024. This site plan was reviewed and approved for a similar project back in 2007 for Frank Lover at this site. The use is a contractor storage yard similar to that one with the addition of an accessory structure to the front of the parcel. Can you please have something back to me on this one by November 18, 2019 because we want to take it to the Planning Commission meeting on November 26, 2019. It's an exception because there is no Planning Commission meeting in December so the applicant would exceed our 45 processing of a site plan if we make them wait until January 28, 2020. Thanks for your quick response! Let me know if you have any questions.

Dave Hamann  
Zoning Administrator  
Marion Township

## Livingston County Road Commission

3535 Grand Oaks Drive • Howell, Michigan 48843-8575  
Telephone: (517) 546-4250 • Facsimile: (517) 546-9628  
Internet Address: [www.livingstonroads.org](http://www.livingstonroads.org)

November 8, 2019

Sara Peevey  
Lorea Topsoil & Aggregate  
3300 South Old US 23  
Brighton, MI 48114

Re: Outdoor Storage Facility – Lucy Road, Marion Township, Section 1

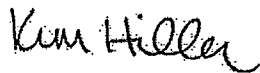
Dear Ms. Peevey:

I have conducted a field review of the existing commercial driveway approach for the above mentioned project. The existing driveway meets our current specifications for a commercial driveway approach for the land use shown on the plans, prepared by Livingston Engineering, dated November 5, 2019. Therefore, a permit from this office is not necessary at this time.

The storm water retention basins emergency overflow is being directed to the Lucy Road Right-of-way. The LCRC finds this acceptable, as long as approval for the storm water design is obtained from the local municipality having jurisdiction over the storm water design.

If you have any questions, please do not hesitate to contact me.

Sincerely,



Kim Hiller, P.E.  
Utilities and Permits Engineer

Cc: File  
Dave Hamann, Marion Township (via email)  
Ken Recker, Livingston County Drain Commissioner's Office (via email)

**NEW BUSINESS:**

DRAFT

**SPR# 03-19 LoRea Topsoil and Aggregate on Lucy Road. (Paul Marie Properties)**

David LeClair works for Livingston Engineering and is representing Matt Peavy who purchased a 4.55 acre property on Lucy Road from Frank Lover. This was originally approved when it belonged to Frank Lover along with three variances regarding the setbacks, the loading area, and the paving. This new site plan is very similar to what was previous approved. The purpose of this site is to sell landscape supplies. There is no dumpster, no lighting at the entrance and ten evergreen trees along the front for landscaping.

John Enos said that this is a nice plan. This is an unusual site but it is a light industrial use and in the correct location for a contractors/landscaping yard. The canvas storage structure is in the back of the site. John likes the evergreen trees. John would prefer that they use wall packs for the lighting and that they face down out of respect to the neighbors.

Bob Hanvey said that in the general notes, #4 states that there should be "No buildings on site." Bob thinks this needs to be removed.

Larry Grunn asked about the fencing.

David LeClair said that they have repaired the fence.

Dave Hamann explained that the privacy fence must be able to be maintained from both sides.

David LeClair said that previously Frank Lover wanted semi-trucks but that is currently not happening on this property.

Matt Peavy said that his property is located in Industrial and none of this should be a problem.

Bob Hanvey reminded Matt, that even though it is in an Industrial district, the adjacent properties are in residential. Bob also wanted Jeff Hansen's (Jeff Hansen resides at 100 Lucy Road) request for a Greenbelt mentioned to the Board of Trustees. Bob then asked about the guard guide wires.

David LeClair said that DTE came out and spoke with Matt Peavy and told him that they might decide to put a concrete cone or barrier around the guide wires.

John Enos said that this would not have to be on the plan because it is not something that Mr. Peavy has control over. It is something that may or may not be handled by DTE.

Bob Hanvey said that Mr. Peavy would have to get a water tap for the water usage and for the sewer, he would need to get a two party agreement from Genoa Township.

Matt Peavy said that he would get these things to Dave Hamann as soon as possible. Matt then asked Bob if the REU was paid for by the previous owner.

Bob Hanvey said that it had NOT been paid for yet.

Matt Peavy said that he probably won't ever need to use it but wants to have it just in case.

Bob Hanvey told Matt to check with MHOG on the REU requirements.

**Cheryl Range made a motion to send the site plan for SPR# 03-19 LoRea Topsoil and Aggregate on Lucy Road, to the Board of Trustees with all of the reviews and recommendations from outside agencies. Bob Hanvey seconded. MOTION CARRIED**

Larry Grunn asked if Jeff Hansen's request for a Greenbelt would be sent to the Board of Trustees, along with the other reviews and comments from outside agencies.

Dave Hamann said that Mr. Hansen's request would be sent with the rest of the comments and reviews.

## Notes from Planning Commission meeting

1. Add evergreen trees along Lucy Rd every 30 ft .
2. Correct note 4 of the general notes on the plan.
3. Add a note say trash will be collected in cans in the storage area of building until pickup.
4. Add note indicating only surface mounted, downward directed fixtures will be placed on the building as required by current building coded.
5. TLS will provide agreement on sewer connection to Marion Township by mid-week of Dec 2<sup>nd</sup> so Township Board can approve the agreement at their Dec 12<sup>th</sup> meeting.



**Carlisle | Wortman**  
ASSOCIATES, INC.

117 NORTH FIRST STREET SUITE 70 ANN ARBOR, MI 48104 734.662.2200 734.662.1935 FAX

---

**Site Plan Review  
For  
Marion Township, Michigan**

**Applicant:** Paul Marie Properties

**Project Name:** Lo Rea Topsoil and Aggregate

**Plan Date:** November 5, 2019

**Location:** Lucy Road (Approximately 4 acres)

**Zoning:** HS: Highway Service

**Action Requested:** Site Plan Approval

**Required Information:** Noted in Review

**PROJECT AND SITE DESCRIPTION**

The applicant has submitted a site plan to construct a warehouse building on an existing outdoor storage facility on Lucy Road. The new building will be near the front entrance of the site and include parking spaces for employees and/or customers. Also included will be the installation of a "fabric" structure near the southwest corner. A berm already surrounds most of the parcel and most of the site is covered with asphalt millings. A retention area will be constructed in the northwest corner and a topsoil pile is centered near the rear of the site. As a landscape supply yard several materials will be stored for purchase on the site and will be in concrete block bins near the southern property line.

The facility will continue to be accessed from Lucy Road through the existing driveway located on the east boundary of the parcel.

Figure 1 – Aerial Image of Site and Surroundings



**Items to be addressed:** 1.) Provide a vicinity map on the site plan. 2.) Clarify the proposed "fabric structure".

### **SURROUNDING ZONING AND LAND USE**

The subject parcel is currently zoned HS Highway Service. The applicant has not provided general information regarding zoning and land use.

Table 1 – Surrounding Zoning and Land Use

Direction	Zoning	Use
North	B-2: General Business (Howell)	Retail Strip
South	LI: Light Industrial	Salvage Yard
East	I-1 Light Industrial (Howell)	Industry
West	LI: Light Industrial	Storage Yard

**Items to be addressed:** Provide general zoning on plan.

### AREA, WIDTH, HEIGHT, SETBACKS

The proposed use is a permitted use in the Light Industrial District. The applicant is proposing to dress up the site with a new warehouse and other improvements.

Table 2 – Required and Provided Dimensions of the Proposed Pole Barn

	Required	Provided	Compliance
Minimum Lot Area	1 acre	4 acres	✓
Minimum Frontage	330 feet	300 feet*	✓
<b>Setbacks:</b>			
Front	80 feet	40 feet	Variance Granted
Side (North)	25 feet	10 feet	Variance Granted
Rear	40 feet	40 feet	✓
Maximum Lot Coverage	40%	Not Depicted	✓
Maximum Height	40 feet	27 feet	✓

*Items to be addressed: Provide maximum lot coverage.*

### NATURAL RESOURCES

Topography has been provided. The site is almost totally developed with asphalt millings and other storage material. Tall vegetated berms surround the site on three (3) sides.

*Items to be addressed: None.*

### PARKING AND LOADING

The plan indicates that five (5) parking spaces that includes one ADA space will be provided fronting the proposed warehouse. Although not indicated on the plan we expect this parking area to consist of asphalt millings like much of the site.

Parking areas with a capacity of four (4) or more vehicles are required to be surfaced with a material that shall provide a durable, smooth, and dustless surface and shall be graded and provided with adequate drainage, asphalt millings should suffice.

*Items to be addressed: None.*



### **SITE ACCESS AND CIRCULATION**

No sidewalks exist within the site, or along its perimeter. Due to the site's location and lack of developed parcels within proximity, visitation is likely achieved using a vehicle. Access to the site is through an existing driveway located on the eastern boundary. A privacy fence with a gate has been depicted to regulate access to the site.

*Items to be addressed: Fire Department review and approval.*

### **BUILDING LOCATION AND SITE ARRANGEMENT**

The proposed new warehouse is planned near the entrance of the site with parking in front. The fabric structure is proposed near the rear. Because of the large open area truck turning radii should be fine. If a dumpster is proposed the location should be shown on the plan.

*Items to be addressed: Clarify dumpster and rubbish removal.*

### **LANDSCAPING AND SCREENING**

No landscaping has been provided. Due to the significant vegetated berm surrounding much of the property limited landscaping is necessary. However, we would suggest the front yard be dressed up some limited landscaping as this is a "landscape" storage company.

Existing wooded decorative fencing will be extended along the rear property line of the adjacent parcel to the north.

*Items to be addressed: The Planning Commission should discuss the need for limited landscaping.*

### **ESSENTIAL FACILITIES AND SERVICES**

The site is served by public water and sewer. Stormwater is proposed in the northwest corner.

*Items to be addressed: Township Engineer review and approval.*

### **LIGHTING**

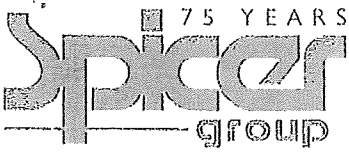
The applicant should indicate any existing or proposed lighting within the site. Wall mounted lights be proposed for security and safety purposes. It does not appear any other lighting is proposed on the site.

*Items to be addressed: Provide information regarding existing or proposed lighting.*

## **RECOMMENDATIONS**

We would recommend approval of the plan conditional upon the following being addressed to the satisfaction of the Planning Commission.

1. Provide a vicinity map on the site plan.
2. Clarify the proposed "fabric structure".
3. Provide general zoning on plan.
4. Provide maximum lot coverage.
5. The Planning Commission should discuss the need for limited landscaping.
6. Township Engineer review and approval.
7. Provide information regarding existing or proposed lighting.
8. Clarify dumpster and rubbish removal.
9. Fire Department review and approval.



November 18, 2019

Dave Hamann, Zoning Administrator  
Marion Township  
2877 W Coon Lake Rd  
Howell, MI 48843

RE: LoRea Topsoil & Aggregate  
Preliminary Site Plan Review

Mr. Hamann:

We have received and reviewed the preliminary site plan for LoRea Topsoil Aggregate, which is located on Lucy Road between Grand River Ave and I-96. The site plan was prepared by Livingston Engineering and the pole barn plan was prepared by Kater Engineering Associates. We offer the following comments:

**General**

The proposed property is in the Highway Service District and will be used to store landscaping materials. A site plan is provided at a scale of 1" = 30' which meets the development standards laid out for Marion Township. An aerial photograph depicting the site location was provided, however this aerial image does not clearly depict where the proposed site is located in respect to other properties. Property owner information, street names, parcel numbers, and parcel boundaries are missing from or are not labeled in the provided aerial. A vicinity map of the site should also be provided at a scale of 1" = 2,000' to clearly depict the location of the proposed site and its surroundings. The site plan provided does not include a legal description of the property. There are enough dimensions given to determine the total acreage, however, the total acreage is not identified on the plans.

**Physical/Natural Features**

The site plan includes a proposed pole barn that will be located on the East side of the property. Adequate dimensions for the pole barn are provided in two separate drawings. The final elevation of the pole barn is not shown on the site plan in relation to the existing contours. Lucy Road's centerline and 33' right of way are depicted on the site plan. There is an existing driveway and proposed parking area to be constructed in front of the proposed pole barn. The dimensions given for the driveway should include the approach radii and a cross section showing final grading. The proposed driveway is currently shown as millings, but it is our understanding that this was to be paved. This should be clarified on the plans and a paving section should be included.

The site plan does not identify all soil conditions. There is a surface cross section provided identifying that there is an existing 4" – 6" layer of asphalt millings over the majority of the site.

**Landscaping**

The site does not have any wetlands or bodies of water nearby. Wooded areas can be seen on the plans on the outer boundary of the property. These areas do not provide a description of the general type and size of the trees. Proposed and existing fencing is identified for the boundary of the property. No additional landscaping details have been provided.

### **Water Service**

There is existing water main shown on the east side of the site running along the west side Lucy Road. The location of this utility was provided by the Township and will be verified in the field. The size of this existing water main is not provided on the plans. A proposed 1" proposed water service lead is shown on the plans. The connection is to be made with a tapping sleeve and stop box. We defer to MHOG on matters regarding the water mains and service.

### **Sanitary Sewer**

Existing sanitary sewer is located along the west side of Lucy Road on the east side of the site. The location of this utility was provided by the township and will be verified in the field. The size of this existing sewer is not provided. The plans show a proposed 6" sanitary sewer lead. The details for the connection into the existing sanitary sewer was not provided.

### **Storm Water and Drainage**

Existing and proposed contours are present on the site plan. The proposed contours need to be labeled to see the change between existing and proposed topography. The proposed site has been broken up into two tributary areas. These tributary areas are shown on the plans with a thick gray dashed border. The west most tributary area appears to flow directly into the retention basin, while the east most area flows into a swale which directs runoff into the retention basin.

The storm drainage system consists of two structures (R-1 and R-2). These structures are both 12" catch basins. These structures are connected by 278 feet of 12" ADS N-12 sewer pipe at a slope of 0.32 percent. Flow through this system is picked up in R-2 and discharges into the retention basin. System connection to structure R-1 should be more clearly identified on the plans. Overflow from the retention basin appears to be directed to the north east corner of the property. Overflow from this structure could cause runoff to flow onto adjacent properties. The applicant should verify the overflow route with the Livingston County Drain Commission. Storm sewer calculations have been provided on the plans, however, they were not reviewed for this preliminary review.

The location of the proposed retention basin has been provided along with proposed contour lines. However, these proposed contour lines do not appear to have labels. Storage calculations have been performed according to the Livingston County Drain Commission Design Standards and are shown on the plans.

We defer to the Livingston County Drain Commissioner's office for comment regarding stormwater management.

### **Recommendation**

After careful review of the construction plans, we offer the following recommendations:

1. Include adjacent zoning, parcel boundaries, parcel numbers, owner information, and street names in the aerial map
2. Provide a vicinity map at a scale of 1" = 2000' to show approximate location
3. Relocate or resize dimension labels so that they can be seen clearer and identify total acreage somewhere on the plans
4. Provide a legal description of the site on the plans

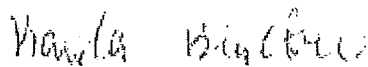
November 18, 2019

Page 3 of 3

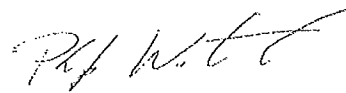
5. Clearly label proposed contours for the retention basin, the proposed building, utility structures, and proposed driveways and parking areas
6. Identify existing utility pipe sizes
7. Include a legend for map symbols

If you have any questions or need anything further, please feel free to contact our office.

Sincerely,



**Kayla Bigelow, E.I.T.**  
Design Engineer  
**SPICER GROUP, INC.**  
1400 Zeeb Drive  
St. John's, MI 48879



**Philip A. Westmoreland, P.E.**  
Senior Project Manager  
**SPICER GROUP, INC.**  
125 Helle Blvd., Suite 2  
Dundee, MI 48131

## Livingston County Road Commission

3535 Grand Oaks Drive • Howell, Michigan 48843-8575  
Telephone: (517) 546-4250 • Facsimile: (517) 546-9628  
Internet Address: [www.livingstonroads.org](http://www.livingstonroads.org)

November 8, 2019

Sara Peevey  
Lorea Topsoil & Aggregate  
3300 South Old US 23  
Brighton, MI 48114

Re: Outdoor Storage Facility – Lucy Road, Marion Township, Section 1

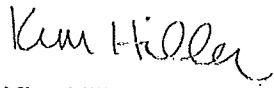
Dear Ms. Peevey:

I have conducted a field review of the existing commercial driveway approach for the above mentioned project. The existing driveway meets our current specifications for a commercial driveway approach for the land use shown on the plans, prepared by Livingston Engineering, dated November 5, 2019. Therefore, a permit from this office is not necessary at this time.

The storm water retention basins emergency overflow is being directed to the Lucy Road Right-of-way. The LCRC finds this acceptable, as long as approval for the storm water design is obtained from the local municipality having jurisdiction over the storm water design.

If you have any questions, please do not hesitate to contact me.

Sincerely,



Kim Hiller, P.E.  
Utilities and Permits Engineer

Cc: File

Dave Hamann, Marion Township (via email)

Ken Recker, Livingston County Drain Commissioner's Office (via email)

## Sara Peevey

---

**To:** Dave Hamann  
**Subject:** RE: SPR#03-19 for LoRea Topsoil Aggregate

**From:** Ken Recker [mailto:KRecker@livgov.com]  
**Sent:** Monday, November 18, 2019 12:17 PM  
**To:** Dave Hamann <za@mariontownship.com>  
**Cc:** Aaron Aumock <AAumock@livgov.com>; Kim Hiller <khiller@livingstonroads.org>; Josh Ratliff <josh@livingstoneng.com>; Rod Soos <RSoos@livgov.com>; matt@tlsoutdoor.com  
**Subject:** SPR#03-19 for LoRea Topsoil Aggregate

Dave,

I met with Frank, an inspector from our office, and a Township representative out there some years ago. I've also discussed the site more recently with Mr. Peevey.

I'd offer the following comments:

1. The plan should contain a note stating the drainage system is to be privately owned and maintained by the property owner.
2. The ADS N-12 12" pipe installation from flared end R-1 to structure R-2 appears adequate for the tributary area shown. This pipe will require special trench backfill to maximize service life and minimize pipe deflection within manufacturers guidelines. We'd recommend pipe backfill consist of MDOT 6A stone to a foot above the top of the pipe. As an alternate, ADS HP pipe is less sensitive to backfill material.
3. Basin calculations were not reviewed as that is typically done by our review consultant. In order to minimize erosion beneath the piped outlet to the basin, we'd recommend dropping the invert of pipe R-1 to within two feet of the proposed basin bottom of 902. If there are concerns regarding excessive submergence of the inlet, given site constraints we'd permit an elevation as high as 905.0 with added rip-rap at the outlet.
4. To avoid excessive pipe velocities associated with addressing item 3 above, the pipe invert at R-2 may need to be adjusted accordingly.
5. Armor should be shown on the east side of the basin where the proposed shallow swale discharges into the retention basin down the sideslope from the basin bottom to the East/Northeast of drainage structure R-1.
6. A commercial soil erosion and sedimentation control permit is required for the project. Standard soil erosion control items (timing sequence, rip-rap details, tracking mat, stabilization specifications, etc.) will have to be shown on the site plan if a separate erosion and sedimentation control plan is not provided.

From a drainage perspective, the proposal agrees with the existing drainage patterns on the parcel. The site topography indicates that a high water overflow to the Lucy Road right of way is the most feasible overflow path when the retention basin overflows at high water.

If you have further questions give me a call.

Sincerely,

Kenneth E. Recker, II, P.E.  
Chief Deputy Drain Commissioner

**HOWELL AREA FIRE DEPARTMENT  
FIRE MARSHAL DIVISION**

1211 W. Grand River  
Howell, MI 48843  
517-546-0560  
FAX: 517-546-6011  
[firemarshal@howellfire.net](mailto:firemarshal@howellfire.net)

**DATE:** December 2, 2019

**TO:** Dave Hamann  
Marion Twp Zoning Administrator  
2877 W Coon Lake Rd  
Howell, MI 48843

**FROM:** Jamil Czubenko-Fire Marshal

**PROJECT:** SPR#03-19 for LoRea Topsoil Aggregate Site Plan, **Marion Township**

**REF:** Site Plan Review - **Approved w/concerns noted**

**CONCERNS:**

I have reviewed the above listed site plan and find that it is **satisfactory** as presented as long as the **following conditions** are met:

1. Building(s) shall have approved address numbers, building numbers or approved building identification placed in a position that is plainly legible and visible from the street or road fronting the property.
  - a. These numbers/letters shall be at least 6" high and shall contrast with their background.
2. The fire department access drive shall meet the following conditions:
  - a. The minimum unobstructed width shall be 20 feet.
  - b. The minimum unobstructed height shall be 13 feet
  - c. The access drive shall be accessible at all times (i.e. snow removal, parked equipment).
  - d. The use of the Knox Rapid Entry system padlock or Knox key switch will be required for any entry gate that is going to be installed.
  - e. The access drive shall be constructed so it can support up to 100,000 pound fire apparatus.
3. A final inspection of the buildings, gates and site shall be performed by the fire department before C of O is issued.

Any changes in this site plan shall be submitted to the Howell Area Fire Department for additional approval. If there is anything further that you need, please feel free to give me a call.



## **AGREEMENT**

### **PREAMBLE**

This Agreement (“Agreement”) is effective the \_\_\_\_\_ day of \_\_\_\_\_, 2019 by and between the Marion Township (“Marion Township”), a Michigan municipal corporation, with offices at 2877 W. Coon Lake Road, Howell MI 48843, Genoa Charter Township (“Genoa Township”), a Michigan municipal corporation, with offices at 2911 Dorr Road, Brighton MI 48116, Genoa-Oceola Sewer and Water Authority (“Authority”), a Michigan municipal corporation, with offices at 2911 Dorr Road, Brighton, MI 48116 and Paul Marie Properties, L.L.C. a Michigan Company, whose offices are located at 2311 Sheffield Drive, Howell, MI 48855, the property benefitted by this agreement is located on Lucy Road in Marion Township, tax id code 4710-01-200-024 (the “Property”). The following recitals are incorporated into this Agreement.

### **RECITALS**

- A. The Authority owns a public sewer system that services properties in Genoa Township.
- B. The Property is located in Marion Township.
- C. The Authority sewer main is located within a serviceable distance to the Property.
- D. Paul Marie Properties desires to connect and purchase sanitary sewer from Genoa Township.

E. The Townships are authorized by Public Act 35 of 1951, as amended, and Public Act 107 of 1941, as amended, to enter into agreements to receive services from another municipality.

G. The Authority, Genoa Township, and Marion Township agree that providing sanitary service to Paul Marie Properties is in best interest of all parties.

NOW, THEREFORE, in consideration of the promises and covenants of each other, the parties agree as follows:

1. Following purchase of capacity through Genoa Township, Paul Marie Properties shall pay for and construct a sanitary service under Lucy Road. Paul Marie Properties shall obtain necessary permits and deposit with the Genoa Township inspection fees (for tapping into the Authority's sanitary main) \$350.

2. Paul Marie Properties shall be billed sewer service per the rates established by the Authority.

3. No failure or delay in the performance of this Agreement by either party shall be deemed to be a breach when such failure or delay is occasioned by or due to any act of God, strikes or lockouts, wars, riots, epidemics, explosions, sabotage, breakage, or accidents to machinery or lines of pipe, the binding order of any Court or governmental authority, or any other cause, whether of the kind herein enumerated, or otherwise not in control of the party claiming suspension, provided that no cause or contingency shall relieve Paul Marie Properties, L.L.C. of its obligation to make payment.

4. This Agreement represents the entire agreement between the parties and supersedes all prior representations, negotiations or agreements, whether written or oral.

5. Paul Marie Properties shall pay Genoa Township Tap-In Fees in the Amount of \$7,200.

6. This Agreement and the rights and liabilities hereunder accruing to and imposed upon the Authority may be assigned by the Authority to any other governmental entity authorized by law to perform services.

10. The provisions of this Agreement relating to the respective rights, duties, and obligations held by Genoa Township, Marion Township, Authority, and Paul Marie Properties, L.L.C. may not be amended without the written consent of all parties to this Agreement. This Agreement shall become binding on the parties and in full force and effect upon the approval by the respective Board of Trustees and signing thereof by the duly authorized officials of Genoa Township, Marion Township, the Authority and Paul Marie Properties, L.L.C..

11. This Agreement shall be binding upon all successor governmental units of Genoa Township, Marion Township and Authority and any successors to Paul Marie Properties, L.L.C..

12. Should any provisions of this Agreement be found by a Court to be invalid for any reason, it shall be severed from the Agreement and the remaining provisions shall remain in full force and effect.

13. All notices shall be sent by overnight courier or certified mail, return receipt requested, to the addresses provided in the preamble to this Agreement and shall be deemed given when placed in the mail or with overnight courier.

The parties through their authorized representatives have executed this Agreement on the dates indicated below.

MARION TOWNSHIP

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Robert Hanvey, Supervisor

Dated: \_\_\_\_\_ 2019

---

Tammy Beal, Clerk

Dated: \_\_\_\_\_ 2019

GENOA CHARTER TOWNSHIP

---

William Rogers, Supervisor

Dated: \_\_\_\_\_, 2019

---

Paulette Skolaris, Clerk

Dated: \_\_\_\_\_, 2019

GENOA-OCEOLA SEWER AND WATER AUTHORITY

---

William Bamber, Chairman

Dated: \_\_\_\_\_, 2019

---

Lance Schuhmacher, Secretary

Dated: \_\_\_\_\_, 2019

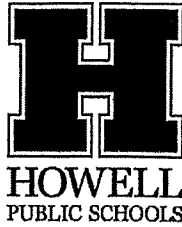
Paul Marie Properties Construction, Inc.

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Dated: \_\_\_\_\_, 2019

---

Dated: \_\_\_\_\_, 2019



November 20, 2019

Ms. Tammy Beal, Clerk  
Marion Township  
2877 W. Coon Lake Road  
Howell, MI 48843

Re: 2020 Summer Tax Collection

Dear Ms. Beal,

Attached please find a copy of our annual summer tax collection resolution recently passed by the Board of Education. This resolution authorizes collection of the school district's taxes this next summer. Through its resolution, the Board has determined to collect 100% of the 18 mills non-homestead and 50% of the debt millage.

In past years we have paid a \$3.00 per parcel fee for this collection. The fee was paid to offset your costs that were incurred for collecting the summer school tax.

Enclosed please find an Agreement for Collection of Summer School Property Taxes. If the per parcel fee is acceptable please sign and return this form to the address at the bottom of this memo.

I can be reached at 517-548-6230 if you have any questions.

Sincerely,

Richard P. Terres  
Associate Superintendent  
for Business

RPT/cc

enc.

cc: Treasurer

AGREEMENT FOR COLLECTION OF SUMMER SCHOOL PROPERTY TAXES

AGREEMENT made this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by and between Howell Public Schools, with offices located at 411 N. Highlander Way, Howell, MI 48843 (hereinafter "School District") and Marion Township with offices located at 2877 W. Coon Lake Road, Howell, MI 48843 (hereinafter "Township"), pursuant to 1976 PA 451, as amended, for the purposes of providing for the collection by the Township of a Summer levy of School District property taxes for the year 2020.

The parties agree as follows:

1. The Township agrees to collect 100% of the total school non-homestead property taxes and 50% of the school debt property taxes as certified by the School District for levy on July 1, 2020 on property located within the Township. Interest earned on said taxes will be retained by the township.
2. The School District agrees to pay Township costs of assessment and collection as follows:

\$ 3.00 per parcel

It is understood that the tax rate as spread by the Township would also reflect the sum of 100% of the taxes of the Livingston Education Service Agency.

3. No later than June 15, 2020 the School District shall certify to the Township Supervisor the school millage to be levied on property for summer collection in 2020.
4. The Township Treasurer shall account for and deliver summer school tax collections as follows:
  - a. Summer Tax collections shall be paid to the School District within ten (10) business days from the 1st and 15th of each month. At your discretion, you may elect to discontinue summer tax disbursements to Howell Public Schools in November, December, January, and March.

SCHOOL DISTRICT

Signature authorized by Board  
of Education Resolution of  
\_\_\_\_\_ (date)

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary

TOWNSHIP

Signature authorized by Board  
of Trustees Resolution of  
\_\_\_\_\_ (date)

\_\_\_\_\_  
Supervisor

\_\_\_\_\_  
Clerk

### **Section 17.32 Home-based Business**

Home Occupation regulations are provided in Section 6.14. Home-based businesses are considered special uses and are therefore subject to the provisions of Article XVI, Special Use Permits, and other applicable provisions of the ordinance. A Special Use Permit, and any conditions attached thereto, may be approved by the Township Board if all the criteria listed are met.

A home-based business is an occupation, business, commercial activity, company or profession carried on by family members residing on the premises that is clearly incidental and secondary to the principal single-family residential use and has one or more of the following characteristics and is not a farm operation as defined herein:

1. The business has one or more employees who do not reside on the premises, but who work on the premises or travel to the premises to pick up business vehicles or equipment for use off the premises.
2. The business has outside storage of materials or equipment solely related to the business within a designated and screened area; and/or
3. Has vehicles related solely to the home or business.

**Locational Requirements:** Home-based businesses are permitted by Special Use Permit in the Rural Residential and Suburban Residential Districts.

#### **Site Requirements:**

- A. A home-based business may be permitted in both the dwelling unit and accessory structure. The home-based business shall not occupy more than twenty-five (25%) percent of the total gross floor area of said dwelling including the basement; however, it may encompass the entire accessory structure. Accessory structures used for business purposes shall conform to Section 6.07 Accessory Buildings and Structures.
- B. The residential appearance of the dwelling shall not be altered in order to conduct the home-based business.
- C. The home-based business shall be clearly secondary and incidental to the use of the dwelling as a place of residence, and shall not result in a change to the essential character of the premises including both the dwelling and yard areas.
- D. All of the activities on the property related to equipment and vehicle repair, cleaning, painting and maintenance associated with the home-based business shall be carried on indoors.
- E. Storage and use of combustible, toxic or hazardous material associated with the home-based business shall be done in a manner in full compliance with all federal, state and other governmental requirements concerning the use, handling, transport, storage and disposal of any such materials.
- F. Solid or liquid refuse or waste or hazardous waste generated by the home-based business shall be safely and properly disposed of in a manner in full compliance with all federal, state and other governmental requirements of any such materials.
- G. In no case will radioactive, medical, or biomedical chemicals or materials waste be received, used, processed or stored on the site of the home-based business.

- H. No equipment or process shall be used in such home-based business that creates noise, vibration, glare, fumes, odors or electrical interference detectable to the normal human senses off the subject site. In addition, in regard to electrical interference, no equipment or process shall be used that creates visual, audible, or noticeable interference in any radio or television receivers off the site or that causes fluctuation in line voltage off the site.
- I. The home-based business shall be conducted so it does not constitute a nuisance or annoyance to the residents of adjoining properties due to noise, smoke, odor, electrical disturbance or night lighting, or the creation of unreasonable traffic to the premises.
- J. A resident of the dwelling on the **parcel** shall be actively and personally engaged in and responsible for all home occupation operations. The number of non-resident employees who can be employed by a home-based business shall be regulated by the size of the parcel containing the business as follows:

<u>Minimum Parcel Size</u>	<u>Maximum Number of Non-Resident Employees</u>
2 or more acres and less than 6 acres	1
6 acres and less than 10 acres	2
10 acres and less than 12 acres	3
12 or more acres	4

The Planning Commission or the Township Board may, in its discretion, allow a greater number of non-resident employees than those shown in the table above, where the operator of the business can provide clear and convincing evidence that doing so will not interfere with the principal single-family residential use of the premises and also the surrounding area, and further, only where the non-resident employees travel to the premises to pick up business vehicles or equipment for use off the premises.

In the event the home-based business premises are split or otherwise reduced in acreage, the operator will immediately be limited to the number of non-resident employees allowed on the remaining home-based business premises as shown in the table above, unless the operator seeks a new Special Use Permit on the remaining premises within 90 days of the split or reduction in acreage. In the new Special Use Permit, the Planning Commission or the Township Board may in its discretion reduce the number of non-resident employees allowed on the remaining premises.

- K. Outdoor storage of materials and equipment involved in the business is permitted provided it is adequately screened so it is not visible from adjoining roads and properties. Measures to screen such material or equipment are subject to the approval of the Planning Commission and shall include, but are not limited to, one or more of the following: a solid fence no more than six feet in height; plantings that are at least five feet in height at planting and will provide an adequate year-round screen; the topography of the site; existing vegetation on the site; or the screening is provided by existing buildings.
- L. The home-based business shall comply with all applicable federal, state and local laws, including, but not limited to, laws regarding licensing, occupational health and safety, and the environment.
- M. Home-based business approval is not transferable with the sale, rental or lease of the dwelling unit.
- N. Home-based businesses are allowed signage. See Article XV Signage.
- O. Visitors, customers and deliveries shall not exceed a total of twelve (12) during a single day, **7am – 7pm**. The Planning Commission or the Township Board may modify this standard in the case where the Planning Commission or the Township Board determines that the operation of the



home-based business will unreasonably interfere with the use and enjoyment of nearby properties and/or undermine the intended character of the area. No traffic shall be generated by the home-based business in volumes in excess of that which is normally associated with a single-family dwelling, and such traffic shall be limited to passenger vehicles, delivery vans, and similarly-sized vehicles. ***The home based business will record all customer, visitor and delivery activity that occurs during each and every business day.*** The Township Board may relax this requirement upon a finding that the allowance of a specified increase in traffic, including truck traffic, will not undermine the public safety and welfare based on such factors as the size of the **parcel**, the proximity of nearby residences, and road and dust conditions, nor unreasonably interfere with the use and enjoyment of nearby properties and/or undermine the intended character of the area. Nothing in this subsection shall be interpreted to allow outdoor parking in excess of that regulated by subsection below.

- P. In no case shall more than eight (8) motor vehicles be temporarily or permanently parked or located outdoors, including vehicles owned or used by residents of the dwelling and employees of the business. The Township Board may decrease the above standard in the case where the Township Board determines that, without such reduction in the standard, the operation of the home-based business will unreasonably interfere with the use and enjoyment of nearby properties and/or undermine the intended character of the area. The Township Board may require screening of parking areas to minimize negative impacts on neighboring properties.

**Performance Standards:** Prior to recommending approval, the Planning Commission shall determine that the proposed home-based business is not incompatible with existing land uses in the area and would not be detrimental to the safety or convenience of vehicular or pedestrian traffic.

- A. For a home-based business, an informal site plan (does not need to comply with the requirements found in Article XVIII Site Plan Review) or plot plan must be submitted for review and recommendation by the Marion Township Planning Commission. The site plan shall be to scale and need only illustrate the following:
- 1) Owner's name, parcel identification (tax ID#) and address.
  - 2) An 11 x 17 inch color aerial photograph of the site area and surrounding areas showing overlaying property lines **with contour lines** and the proposed site layout with dimensions. (available at Livingston County GIS).
  - 3) Existing and proposed structures with dimensions indicating the location(s) and square footages to be occupied by the home-based business, ***subject property setbacks as well as distances from the proposed home-based business location on-site to adjacent property lines.***
  - 4) Location of driveways, off-street parking areas & delivery and storage areas.
  - 5) Proposed landscaping/screening in association with any parking to minimize negative impacts on nearby properties,
  - 6) The location, character, and dimensions of any structural additions or modifications to an existing dwelling or accessory structure to accommodate the home-based business.
- B. In addition to the information required in Section 17.32 and the site plan described above, the applicant shall submit a detailed description of the nature of the home-based business, which shall clearly specify the following minimum features:
- 1) A detailed description of the character of the home-based business including but not limited to the service or product offered and the typical daily schedule of activities of such business.
  - 2) The type and frequency of vehicular traffic to be generated by the home-based business. The maximum number of vehicles to be parked or otherwise located outdoors including

vehicles owned or used by residents of the dwelling and employees of the home-based business.

- 3) The number of full-time and part-time employees of the business and the frequency at which such employees will be present at the site.
- 
- C. The Planning Commission may require additional information if it determines the character of the project, site or surrounding conditions necessitates further investigation, allowing it to make a sound decision on the application.
  - D. Any approval of a home-based business, and any permit issued for such occupation, shall clearly delineate any conditions upon which such approval is granted including any conditions pertaining to the number of employees, outdoor parking of vehicles, and related operational features.

## Proposed Nuisance Ordinance

TOWNSHIP OF MARION  
LIVINGSTON COUNTY, MICHIGAN

Marion Township Ordinance 19-01

The Township of Marion, County of Livingston

### Section 1: Title

This ordinance shall be known and cited as the Marion Township Nuisance Ordinance.

### Section 2: Purpose

The purpose of this ordinance is to secure public health, safety and general welfare and to deter loud noises and disturbances of the peace, quiet and comfort of the residents and property owners of the township by any person, their possessions, or owned animal.

### Section 3: Definition

The word "nuisance" as used in this ordinance means any act or acts or omission to act on the part of any person which creates or permits the existence of a situation which annoys, injures or endangers the peace, welfare, order, health or safety of the public in their persons or property. As defined herein, a nuisance includes, but is not limited to, conditions which render persons insecure in the use and enjoyment of their property, such as effects and emanations from noise, glare, lights, vibration, dust, smoke, odor, gas, steam, fly-ash, soot, acids, chemicals, fumes, cinders, worms, insects, rodents, flies, decaying matter, whether such effects and emanations are natural or result from human or mechanical alteration or manipulation of materials. A nuisance also include residues or leaching from deposits of matter which seep into water on the surface or in the ground thereby making it unfit or unpalatable for human consumption, or for use by domestic animals. A nuisance includes a condition which is indecent, obnoxious, or offensive to the senses.

### Section 4: Abatement

It is the duty of the person who creates, causes, allows, suffers or permits the existence of a nuisance, to abate the same. The term "abate" or "abatement" shall include demolition removal, repair, maintenance,

construction, reconstruction, replacement and reconditioning of structures, appliances, appurtenances or equipment; and it shall also include removal, transportation, buying, disposal and treatment of refuse, manure or other substance or media capable of causing obnoxious odors or of attracting or breeding flies, and the application of chemicals insecticides or other substances or the use of mechanical means to control, eradicate and eliminate the nuisance conditions, including screening by vegetation and/or fences.

#### Section 5: Procedure

When a nuisance occurs the following procedure shall be followed:

A) Offended party peaceably contact the offender to discuss/inform of the issue. If the offended party is unwilling/unable to contact the offender or there is no resolution then,

B) Notify the township by filing a written complaint (containing information of: who, what, when, where). Township staff will attempt to resolve the issue then,

C) In case there is no reasonable resolution, after a possible site visit by township staff, a further resolution may be attempted by:

- 1) Board of Trustee show cause hearing
- 2) Contacting township attorney
- 3) Other agencies relating to the situation and issues involved.

#### Section 6: Violation and Enforcement

Violation of this ordinance shall constitute a municipal civil infraction, subject to the penalties stated herein. The Supervisor is hereby authorized to enforce this ordinance, and he/she may delegate the enforcement to any administrative official, employee or contractor of the Township. The Township may seek abatement of a nuisance and such other relief as may be obtained by civil proceedings in court.

#### Section 7: Penalties

A penalty of \$50.00 shall be imposed on the property owner for each offense.

State of Michigan  
Uniform Law Citation

Ticket No. **1**  Victim Involved

US DOT # \_\_\_\_\_ Incident No. \_\_\_\_\_ Dept. No. \_\_\_\_\_

The People of:  the State of Michigan  
 Township  City  Village  County

Local Use/Arrest No. \_\_\_\_\_ Detection Device \_\_\_\_\_

OF: \_\_\_\_\_ of \_\_\_\_\_

THE UNDERSIGNED Month Day Year At approximately  A.M.  P.M. Date of Birth Month Day Year  
SAYS THAT ON:

State  Oper./Chauff  CDL Driver License Number \_\_\_\_\_ SSN (last 4 digits) \_\_\_\_\_

Race Sex Height Weight Hair Eyes Occupation/Employer \_\_\_\_\_

Name (First, Middle, Last) \_\_\_\_\_

Street \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Vehicle Plate No. \_\_\_\_\_ Year \_\_\_\_\_ State \_\_\_\_\_ Vehicle Description (Year, Make, Color) \_\_\_\_\_ Veh. Type \_\_\_\_\_

THE PERSON NAMED ABOVE, in violation of  Local Ordinance  State Law  Administrative Rule

UPON \_\_\_\_\_

AT OR NEAR \_\_\_\_\_

WITHIN  CITY  VILLAGE  TOWNSHIP OF **Marion Township**

COUNTY OF **Livingston** DID THE FOLLOWING

Type	MCL Cite/PACC Code/Ordinance	Description (include any bond amount collected on each charge)	Charge No.
<input type="checkbox"/> C/I <input type="checkbox"/> Warn <input type="checkbox"/> Misd <input type="checkbox"/> Fug <input type="checkbox"/> Fel <input type="checkbox"/> Waiv	<input type="checkbox"/> Authorization pend.		1
<input type="checkbox"/> C/I <input type="checkbox"/> Warn <input type="checkbox"/> Misd <input type="checkbox"/> Fug <input type="checkbox"/> Fel <input type="checkbox"/> Waiv	<input type="checkbox"/> Authorization pend.		2
<input type="checkbox"/> C/I <input type="checkbox"/> Warn <input type="checkbox"/> Misd <input type="checkbox"/> Fug <input type="checkbox"/> Fel <input type="checkbox"/> Waiv	<input type="checkbox"/> Authorization pend.		3

TO THE COURT: Do not arraign on a felony charge until an authorized complaint is filed.

Offense Code(s) 1 2 3

Key for Type: C/I = Civil Infraction Misd = Misdemeanor Fel = Felony Warn = Warning Fug = Fugitive  
Waiv = Violation for Which Fines/Costs May be Waived Authorization pend. = Authorization pending

Remarks: \_\_\_\_\_

CHECK IF APPROPRIATE  Damage to Property  Local Court Bond \$ \_\_\_\_\_  
 Vehicle Impounded  Injury  License Posted in Lieu of Bond  
 Traffic Crash  Death  Appearance Certificate  
Person in Active Military Service  Yes  No  None

SEE DATE BELOW. SEE BACK OF CITATION FOR EXPLANATION AND INSTRUCTIONS

Appearance Date on or before \_\_\_\_\_  
Hearing Date (if applicable) on \_\_\_\_\_  Contact Court  
 Juvenile Traffic Misd. (Court will Notify)  Formal Hearing Required. (Court will Notify)

In the **53rd** Court of **Livingston**

Court Address & Phone Number  
**204 S Highlander Way Suite 1  
Howell, MI 48843  
517.548.1000**

I served a copy of the civil infraction complaint upon the defendant (or owner/occupant by posting if applicable).  
I declare under the penalties of perjury that the statements above are true to the best of my information, knowledge, and belief.

Complainant's Signature and receipt if applicable \_\_\_\_\_ Month Day Year

Officer's Name (printed) \_\_\_\_\_ Officer's ID No. \_\_\_\_\_

Agency ORI \_\_\_\_\_ Agency Name \_\_\_\_\_

MI-UC-01a (rev. 6/05) COURT COPY 1

Ticket  
**1**

Name

Case No.

## Bob Hanvey

---

**From:** TreasRevenueSharing <TreasRevenueSharing@michigan.gov>  
**Sent:** Friday, November 22, 2019 11:32 AM  
**To:** Bob Hanvey  
**Cc:** Duane Stokes; Tammy Beal  
**Subject:** RE: CVTRS submittal

Your CVTRS/CIP submission has been received. We will contact you if additional information is needed.

Thank you.

Revenue Sharing and Grants Division  
Michigan Department of Treasury  
517-335-7484

---

**From:** Bob Hanvey <supervisor@mariontownship.com>  
**Sent:** Friday, November 22, 2019 11:25 AM  
**To:** TreasRevenueSharing <TreasRevenueSharing@michigan.gov>  
**Cc:** Duane Stokes <dstokes@mariontownship.com>; Tammy Beal <tammybeal@mariontownship.com>  
**Subject:** CVTRS submittal

Hi Treasury – Attached are (I think) all the files required for CVTRS. I included the forms in xlsx and pdf formats.

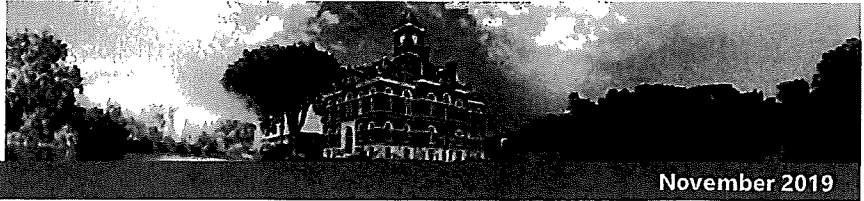
Our website [www.mariontownship.com](http://www.mariontownship.com) has been updated with the current year forms.

Thanks  
Bob Hanvey  
Supervisor



# Liv.Co UPDATE

Monthly News from the  
Livingston County Commissioners



November 2019

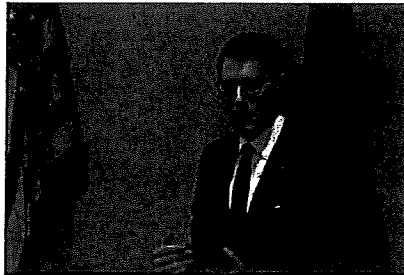
## Livingston County Board of Commissioners



- District 1 - Kate Lawrence
- District 2 - William Green
- District 3 - Wes Nakagiri
- District 4 - Douglas G. Helzerman
- District 5 - Donald S. Parker  
*(Board Chairman)*
- District 6 - Robert J. Bezotte
- District 7 - Carol S. Griffith
- District 8 - Dennis L. Dolan  
*(Board Vice-Chairman)*
- District 9 - Gary Childs

*"The mission of Livingston County is to be an effective and efficient steward in delivering quality services within the constraints of sound fiscal policy. Our priority is to provide mandated services which may be enhanced and supplemented to improve the quality of life for all who work, reside, and recreate in Livingston County."*

## 2019 State of the County Address



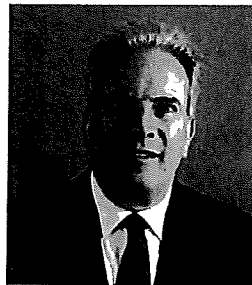
Chairman Donald S. Parker delivered Livingston County's 2019 State of the County Address on October 30th. The speech's theme was "Future Trending," and Chairman Parker addressed the county's progress,

challenges, and priorities. Transformative demographic changes within Livingston County were one issue Parker spoke about. Michigan's current birth rates are the lowest they've been since 1941. Data from SEMCOG and Census.gov estimate that there will be a 337% increase in individuals aged 65 and older between 2010 and 2045. Challenges aside, Chairman Parker also had good news to share about the state of the county. Livingston County is 1 of 5 counties within the state to have a Aaa Moody Rating, we have a balanced budget each year, we contributed \$9.8 million dollars in additional payments to MERS to reduce our unfunded liability, and Livingston County has the lowest allocated tax rate in Michigan. To view the 2019 State of the County Address recording, please visit <https://www.youtube.com/watch?v=-53arAeT5pM&t=11s>.

## Monthly Meetings

- 11/12/2019 - Full Board Meeting at 7:30 PM
- 11/13/2019 - Personnel Committee at 8:30 AM
- 11/18/2019 - Infrastructure & Development & Public Safety at 7:30 PM
- 11/20/2019 - Finance Committee at 7:30 AM
- 11/25/2019 - Full Board Meeting at 7:30 PM

## Passing of County Administrator, Ken Hinton



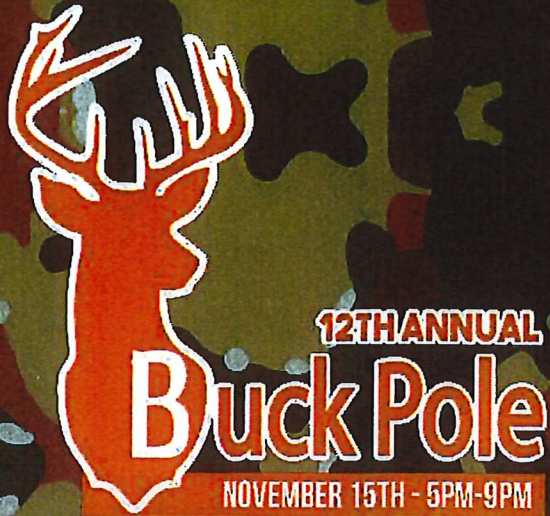
Livingston County is deeply saddened by the passing of County Administrator, Ken Hinton. Ken had been a valued leader at Livingston County since 2015 and will be greatly missed. Our thoughts and prayers are with Ken's family as they go through this difficult time.

Ken's passing has deeply affected us all, but Livingston County's employees have come together as a team to ensure County Administration functions continue. Deputy County Administrator, Cindy Catanach, has assumed the role of acting County Administrator.

## Resolutions Passed by the Board of Commissioners & Appointments

- The Health Department has entered into an agreement with Washtenaw County Public Health to share Medical Director Services.
- Thomson Reuters will provide online legal research services for the county's Courts. Thomson Reuters is the only source that provides Gillespie, a treatise on Michigan Criminal Law and Procedure.
- The Board has approved the 2020 Livingston County Budget. The recommended 2020 Budget will be filed with the Livingston County Clerk for public viewing on November 15th.
- A third quarter supplemental appropriation has been made to the FY 2019 Budget.
- The maintenance for the county's Dell Storage Area Network (SAN) has been extended through October 31, 2020. The county's SAN is the repository of all county historical and current data.
- The Veterans' Services Department will be donating up to \$2,500 to local organizations to provide free meals to Veterans on Veterans Day.
- The Livingston County Airport will enter into a ground lease agreement with Common Sail Storage, LLC for Airport property north and east of the airport terminal building. Common Sail Storage will construct a hanger to house their aircraft on the leased property.
- The Health Department determined that the implementation of an electronic health record software solution will accommodate current and future program needs. An agreement has been made with Patagonia, Inc. to provide electronic health record software, implementation, and consulting services for 5 years.
- EMS, the Sheriff's Office, and Central Dispatch all need to provide uniforms and accessories for their personnel. An agreement with Galls, LLC. to provide uniform outfitting services for a period of 3 years was authorized.
- State Law requires that the annual Apportionment Report be approved by the Board of Commissioners on or before October 31st of each year. The Board approved the Apportionment Report on October 15th.
- Newly created Public Defender positions have been approved. These positions are vital to the county's operations and consistent with the Michigan Indigent Defense Commission-approved plan for the public defender services in Livingston County.
- LETS has updated their Drug and Alcohol Policy after significant changes in Federal rules and best practices have occurred since the last policy update. LETS has also amended their Inclement Weather Policy. The amendment allows employees to take implement weather days without pay rather than have to use their banked time to cover lost time from work.
- Democratic Representative Nancy Sauvage and Republican Representative Carla Chapman have been appointed to the Livingston County Board of Canvassers with terms expiring October 31, 2023.





# THANK YOU

Thank you so much for making the 12th annual Buck Pole such a wonderful event! We rely greatly on the support of all of our sponsors, volunteers, and our community to bring this great event celebrating Opening Day of hunting season each and every year! Your contributions to the event are appreciated so we'd like to thank you from the bottom of our hearts for helping make this great event possible!

We truly couldn't do it without your help and support and appreciate your dedication to our community.

Thank you,  
Amelia Purdy-Ketchum

