

MARION TOWNSHIP
BOARD OF TRUSTEES
REGULAR MEETING
Thursday, September 28, 2023
7:30 p.m.

**THIS MEETING WILL BE HELD IN PERSON WITH
ONLINE PARTICIPATION OPTIONS**

Call to Order
Pledge of Allegiance
Members Present/Members Absent
Call to the Public

- 1) Approval of Agenda
- 2) Consent Agenda
 - a. September 14, 2023 Regular Meeting Minutes
 - b. September 20, 2023 MHOG Agenda/Minutes
 - c. September 20, 2023 HAFA Agenda/Minutes
 - d. July 2023 Sheriff's Report
 - e. August 2023 Sheriff's Report

- 3) Mitch Harris Rezoning
- 4) Sewer Manhole Inspections
- 5) Purchase of Development Rights Ordinance
- 6) Planning Consultant Proposed Agreements
- 7) Budget Amendments
- 8) Marion Township Maintenance
 - a.) September 20, 2023 Building Meeting Minutes
 - b.) Firehall Doors

Correspondence and Updates

Call to the Public
Adjournment

Reminder: Next Board Packet will be ready after 3pm on Thursday, October 5, 2023.

MARION TOWNSHIP
BOARD OF TRUSTEES
REGULAR MEETING
SEPTEMBER 14, 2023

MEMBERS PRESENT: Scott Lloyd, Greg Durbin, Bob Hanvey, Tammy Beal, Les Andersen,
and Sandy Donovan

MEMBERS ABSENT: Dan Lowe

OTHERS PRESENT: Phil Westmoreland, Spicer

CALL TO ORDER

Bob Hanvey called the meeting to order at 7:30 pm. The meeting is also available to attend online.

PLEDGE OF ALLEGIANCE

BOARD MEMBERS PRESENT

The board members introduced themselves.

CALL TO THE PUBLIC

No response.

APPROVAL OF AGENDA

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

CONSENT AGENDA

Tammy Beal motioned to approve the consent agenda. Les Andersen seconded. **Motion carried.**

FINAL REVIEW SUP #01-23 KROMREY HOME-BASED BUSINESS

Tammy Beal motioned to approve SUP #01-23 for Kromrey's home-based business, as presented. Les Andersen seconded. **Motion carried.**

SEWER MANHOLE INSPECTIONS

Bob Hanvey and Phil Westmoreland provided the board members with information on this project. Spicer will prepare a schedule for inspections and/or repairs to present to the board.

LAKESIDE CEMETERY DAMAGE

Les Andersen motioned to accept the estimate from Duke's Tree Services for \$8,200 for Lakeside Cemetery. Tammy Beal seconded. Roll call vote: Lloyd, Beal, Hanvey, Durbin, Andersen, Donovan—all yes. **Motion carried 6-0.**

MARION TOWNSHIP MAINTENANCE

Fire Hall Door: Les Andersen motioned to pay for 50% of the new door and 50% of the replacement door costs for the fire hall, as presented, if HAFA agrees to pay 50%. Tammy Beal seconded. Roll call vote: Donovan, Durbin, Hanvey, Lloyd, Beal, Andersen—all yes. **Motion carried 6-0.**

Countertops: The cost to remove and replace the front countertops and add laminate is \$16,750. Tammy Beal motioned to approve \$16,750 for new countertops and laminate on the front of the counter. Sandy Donovan seconded. Roll call vote: Beal--yes; Andersen—yes; Donovan—yes; Durbin—yes; Hanvey—no; Lloyd—yes. **Motion carried 5-1.**

Restroom & Office Area Improvements: Sandy Donovan motioned to approve the options in item #2 to include Corian countertops, and additional cabinetry and counters in the file area for \$19,925, as presented. Tammy Beal seconded. Roll call vote: Beal—yes; Durbin—yes; Lloyd—yes; Donovan—yes; Andersen—yes; Hanvey—no. **Motion carried 5-1.**

Boardroom: Scott Lloyd motioned to approve option #3 to include a plastic laminate faced radius half wall, work top, horizontal name plate holders and in-wall countertop support brackets as needed for \$17,750, as presented. Greg Durbin seconded. Roll call vote: Donovan, Beal, Andersen, Hanvey, Lloyd, Durbin—all yes. **Motion carried 6-0.**

CORRESPONDENCE & UPDATES

Les Andersen said the Kromrey Special Use Permit was handled well, and he'd like to see other home-based business owners go through the same process.

Tammy Beal asked Phil Westmoreland about the walking path; he said they are still working on the design.

CALL TO THE PUBLIC

No response.

ADJOURNMENT

Les Andersen motioned to adjourn at 8:16 pm. Scott Lloyd seconded. **Motion carried.**

Submitted by: S. Longstreet

Tammy L. Beal, Township Clerk: Date

Robert W. Hanvey, Township Supervisor Date



AGENDA

MHOG Sewer and Water Authority Regular Meeting September 20, 2023 5:00 PM

1. Call to Order*
2. Approval of Minutes of August 16, 2023 Meeting
3. Approval of Agenda
4. Call to the Public*
5. System Director Operation and Engineering Report
 - a. New Development
 - Attachment 5a - New Development Summary for September 2023
 - b. Tower Cleaning
 - Attachment 5b – Final Inspection Report for Repairs to Hometown Tower
 - c. MHOG Rate Change Notice
 - Attachment 5c – Rate Change Notice as Published on August 23, 2023
 - d. Asphalt Paving
 - Attachment 5d - Quote from D&H Asphalt to Pave Trans West Tower Drive and Staging Area along with Photos of Area to be Paved
 - *Request for Approval of Trans West Tower Paving Proposal from D&H Asphalt for \$9,354 from Capital Improvement Reserves*
 - e. Hydrant Flushing
 - Attachment 5e – Hydrant Flushing Dashboard for 2023
6. Deputy Director Report
 - a. Attachment 6a–MHOG Water Treatment Plant Monthly Production
 - b. Attachment 6b – MHOG Daily Production Data for August 2023
 - c. Attachment 6c – MHOG WTP Production by Pressure District
 - d. Attachment 6d – Hydrant Flushing Tag for 2023
 - e. Attachment 6e– MISS DIG Monthly Utility Locating Report
 - f. Attachment 6f – Non-Metered Water Loss Report for August 2023
7. Treasurer’s Report
 - *Request for Approval of Payment of Invoices Listed in Treasurer’s Report for August 2023 & September 2023*



AGENDA

MHOG Sewer and Water Authority Regular Meeting September 20, 2023 5:00 PM

- 8. Correspondence ***
- 9. New Business***
- 10. Board Member Updates***
- 11. Adjournment**

**= Nothing Included in Board Packet*

MARION HOWELL OCEOLA GENOA

WATER AUTHORITY

MHOG Water Authority Minutes of the August 16, 2023 Meeting

The Marion, Howell, Oceola, Genoa Water Authority met on August 16, 2023 at 5 PM. Members present were Hanvey, Lowe, Coddington, Counts, Henshaw, Dunleavy, and Rogers. Hunt was absent.

Rogers moved to approve the minutes from July 19, 2023 as presented. Second by Dunleavy, motion passed.

A call to the public was held.

Henshaw moved to approve the proposal from Hydro-Corp dated July 17, 2023 for two years of Cross Connection Control Services with MHOG portion for services \$20,349 annually with Tatara having approval to sign the contract. Second by Coddington, motion passed.

Rogers moved to approve UIS proposal 2314262R for Back-up Cellular Communications at 10 sites for \$33,645 to be paid from the Capital Improvement Reserve Fund. Second by Dunleavy, motion passed.

Ken Palka presented the auditor's report.

Rogers moved to approve the amended budget as presented. Second by Dunleavy, motion passed.

Rogers moved to approve the budget for 2023-24 as presented. Second by Dunleavy, motion passed.

Rogers moved to approve a rate increase of 3% to begin October 1, 2023. Second by Dunleavy, roll call vote: Hanvey - Y, Lowe - Y, Coddington - Y, Counts - Y, Dunleavy - Y, Henshaw - Y, Rogers - Y, Hunt - Absent.
Motion Passed —7-0-0-1.

Henshaw moved to approve O&M invoice journal totaling \$185,427.69 plus utilities and payroll. Second by Counts, motion passed.

Henshaw moved to adjourn. Second by Coddington, motion passed.

Robert J. Henshaw
Secretary

HOWELL AREA FIRE AUTHORITY

August 16, 2023 – 6:00 pm

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

Board Members Present: Chairman Mike Coddington, Vice Chairman Sean Dunleavy, Treasurer Bob Harvey, Secretary Mark Fosdick, Member Bob Ellis, Fire Chief Ron Hicks, Admin. Asst Barbara Souchick

Chairman Coddington called the meeting to order at 6:00 pm.

Approve the minutes of the regular meeting of July 19, 2023: MOTION by Mr. Ellis, SUPPORT by Mr. Dunleavy to approve the minutes of the regular meeting of July 19, 2023. MOTION CARRIED UNANIMOUSLY.

Call to Public: No Response.

Discussion/Approval Livingston County Form L-4029: MOTION by Mr. Ellis, SUPPORT by Mr. Dunleavy to approve, as presented, the Livingston County 2023 Tax Rate Request Form L-4029. MOTION CARRIED UNANIMOUSLY.

Discussion/Approval Turn Out Gear Purchase: MOTION by Mr. Ellis, SUPPORT by Mr. Dunleavy to approve the purchase of 10 sets of Turnout Gear from Phoenix Safety Outfitters in the amount of \$32,124.90. MOTION CARRIED UNANIMOUSLY.

Discussion/Approval Purchase of 2 New Skid Units for Brush 22 and Brush 20: MOTION by Mr. Dunleavy, SUPPORT by Mr. Ellis to approve the purchase of 2 new Skid Units for Brush 22, and Brush 20 in the amount of \$44,324.34 from CET Fire Pumps MFG. MOTION CARRIED UNANIMOUSLY.

Discussion/Approval to Change Signers on Bank Accounts: MOTION by Mr. Ellis, SUPPORT by Mr. Harvey to remove Asst/Secretary/Treasurer Laura Walker as a check signer and add DC/FM Jamil Czubenko due to upcoming accounting changes. MOTION CARRIED UNANIMOUSLY.

Discussion/Approval to Renew Fire Chief Ron Hicks Employment Contract: MOTION by Mr. Fosdick, SUPPORT by Mr. Ellis to approve the Employment Contract for Fire Chief Ron Hicks with the changes to be made by Mr. Gentry to *Paragraph B under the Heading V. Benefits*. MOTION CARRIED UNANIMOUSLY.

Discussion/Approval Payment of Bills and Payroll: MOTION by Mr. Dunleavy, SUPPORT by Mr. Ellis to approve the payment of bills and payroll in the amount of \$311,387.60 for period ending August 9, 2023. MOTION CARRIED UNANIMOUSLY.

Adjourn: MOTION by Mr. Ellis, SUPPORT by Mr. Dunleavy to adjourn the meeting at 6:17 pm. MOTION CARRIED UNANIMOUSLY.

Respectfully Submitted: _____
Barbara Souchick, Admin. Assistant

Approved By: _____
Mark Fosdick, Secretary

MONTHLY UPDATE TO THE BOARD

TO: HOWELL AREA FIRE AUTHORITY BOARD OF DIRECTORS
FROM: RON HICKS, FIRE CHIEF
SUBJECT: MONTHLY HAFD REPORT FOR AUGUST 2023
DATE: SEPTEMBER 20, 2023

During the month of August, the HAFD responded to a total of 240 calls for service. There were 250 calls in August of 2022. The total year-to-date runs for 2023 are 1330. Last year's total at the end of August was 1374.

Some of the more significant events for the month included:

On August 11th, Howell Firefighters were dispatched AMA to Brighton fire for a reported structure fire in the 5000 block of Chippewa Dr. in Genoa Township. Upon arrival, crews assisted with fire ground operations and water supply.

On August 17th, Howell Firefighters were dispatched AMA to Fowlerville fire for a reported structure fire in the 6000 block of W. Sharpe Rd. in Handy Township. Upon arrival, crews reported a working fire in a two-story home. Crews assisted with fire ground operations and water supply. A lightning strike is believed to be the cause of the fire.

On August 23rd, Howell Firefighters were dispatched for a reported car fire in the parking lot of a gas station located in the 13000 block of N. Burkhart Rd. in Howell Township. Upon arrival, crews reported a working car fire.

On August 24th, several large storms rolled through the county and Howell Firefighters were dispatched to (50+) calls in a nine-hour period. Units were dispatched AMA to Brighton fire and Fowlerville fire for possible structure fires and locally for wires down, trees down and citizens assist. Many more calls trickled in over the next couple of days.

On August 29th, Howell Firefighters were dispatched for a reported structure fire in the 1000 block of Mason Rd. in Howell Township. Upon arrival crews reported a fully involved single car garage. The garage and contents were a total loss, the homeowner advised he was charging batteries for remote control airplanes in the area of origin.

Training for the month of August consisted of operations of LCA power cots, water rescue/boat operations and fire suppression with ladders and hoses.

Next meeting of the Howell Area Fire Authority Board is scheduled for Wednesday September 20th, 2023, at 6:00 pm.



Howell Area Fire Department Fire Marshal Division

1211 W Grand River Ave, Howell, MI 48843

office: 517-546-0560 fax: 517-546-6011

firemarshal@howellfire.net

DATE: September 13, 2023
TO: Chief Ron Hicks
Fire Authority Board
FROM: Jamil Czubenko, Deputy Chief/Fire Marshal
REF: August 2023 Month End

The month of August 2023 was busy in the Fire Marshal Division (FMD).

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

The 63rd Melon Festival was in full swing for the month of August and the FMD conducted all of the food and craft vendor inspections. There were no issues during inspections. The Sunday Farmers Market was also visited during the festival. Wrap up meetings are scheduled and planning for next year can begin.

The 2023 Fire Department Open House is scheduled for October 15, from 1pm to 4pm at our Main Fire Station. We have invited participants from the years past to come again. This year's NFPA campaign, "Cooking safety starts with YOU. Pay attention to fire prevention." works to educate everyone about simple but important actions they can take to keep themselves and those around them safe from home fires.

Planning and meetings have continued for the 2023 Sleepy Howell/Headless Horseman 5k and the 2023 Fantasy of Lights Parade. The HAFD will be active throughout these events for many of the activities going on.

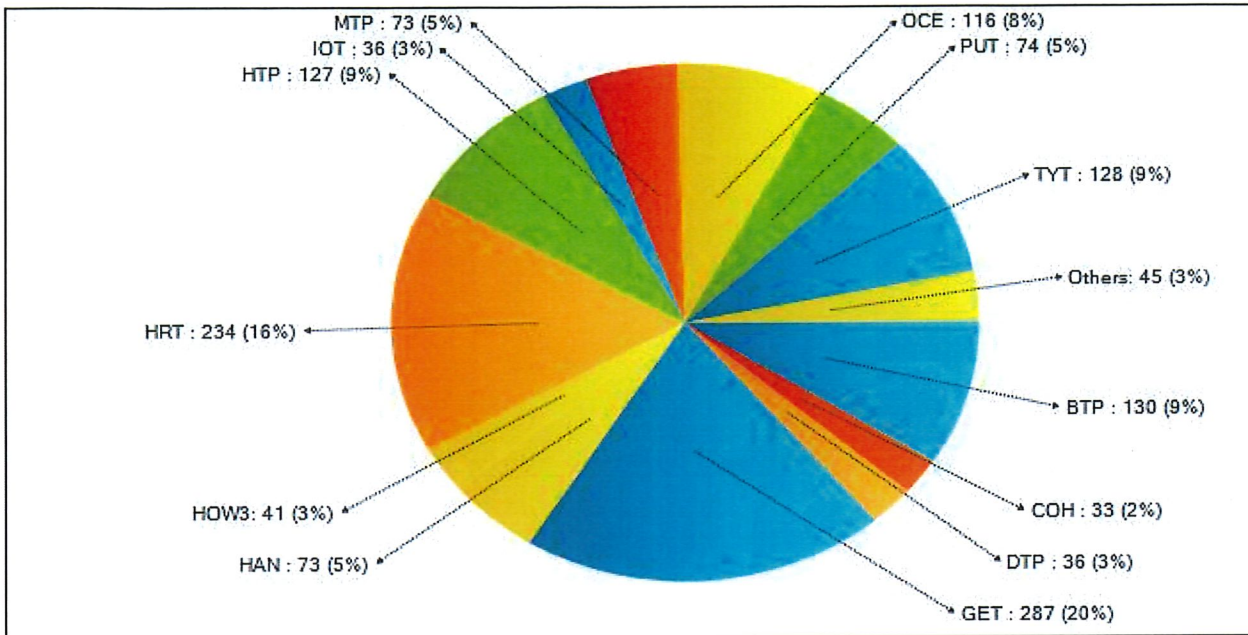
The FD continues to share our safety messages and keep our customers informed. Our Facebook page has 5,318 current followers. Our Instagram currently has 916 followers where similar messages and images are shared to promote our department.

Our Smoke Detector Program visited 8 homes, where we evaluated and/or installed new equipment. There were also 3 child safety seat inspections completed by our technicians.

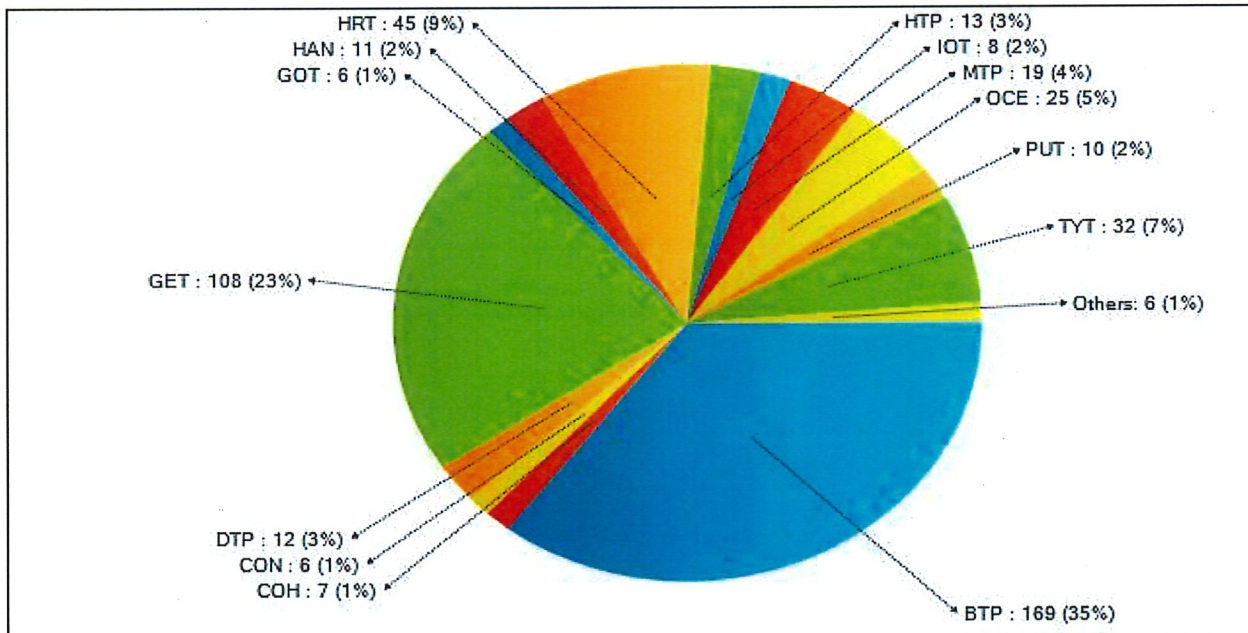
The FMD has been involved with buyers and sellers of property for vacant property and existing buildings throughout our jurisdiction. A few proposals for projects have been submitted for review and comment. New and renovation construction, along with change of occupancy inspections have continued where we can continue to utilize safe practices for us and our customers.

September 2023 brings us more planning for future projects and various fire prevention events.

LIVINGSTON COUNTY SHERIFF'S OFFICE
 JULY 2023 CALLS FOR SERVICE



MICHIGAN STATE POLICE
 JULY 2023 CALLS FOR SERVICE



LIVINGSTON COUNTY SHERIFF'S OFFICE

MARION TOWNSHIP JULY 2023

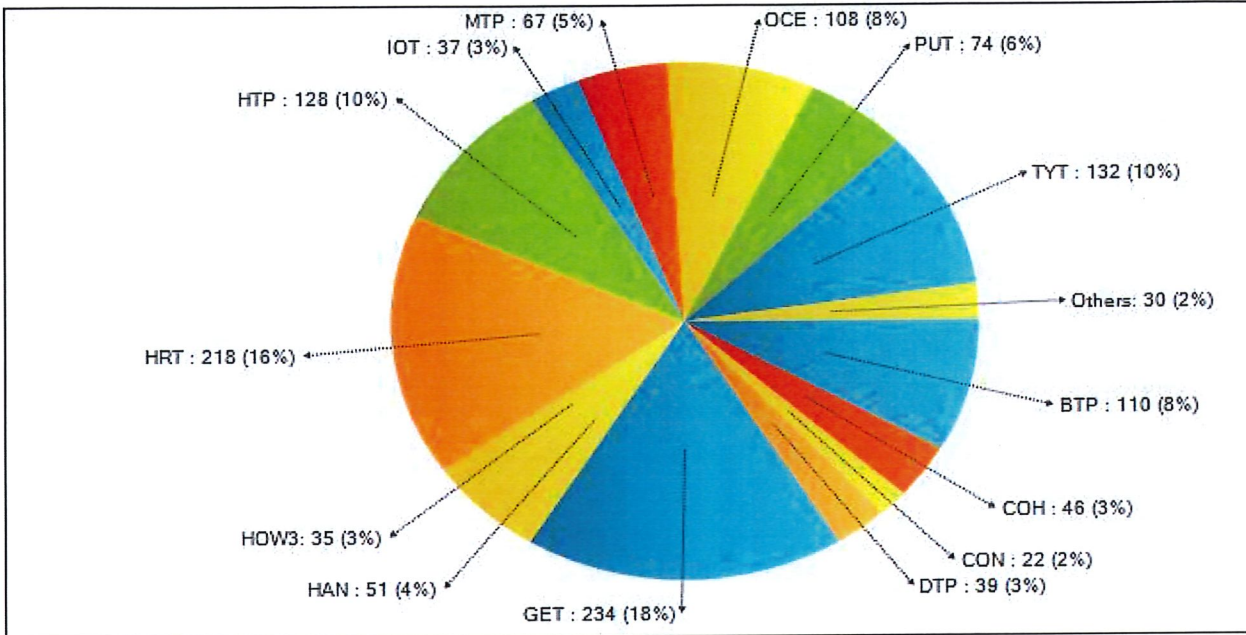
| Nature | # Events |
|--------------------------------|-----------|
| 911 HANG UP | 1 |
| ABANDONED VEHICLE | 1 |
| ALARM | 8 |
| ANIMAL COMPLAINT | 4 |
| ASSAULT IN PROGRESS | 2 |
| ASSIST EMS | 3 |
| ASSIST OTHER AGENCY | 1 |
| CARDIAC/RESPIRATORY ARREST | 2 |
| CITIZEN ASSIST | 3 |
| CIVIL COMPLAINT | 1 |
| DISTURBANCE/TROUBLE | 1 |
| DOMESTIC PHYSICAL IN PROGRESS | 1 |
| DOMESTIC VERBAL | 3 |
| FIREWORKS | 3 |
| FRAUD | 3 |
| GENERAL NON CRIMINAL | 1 |
| HAZARD | 7 |
| HIT AND RUN ACCIDENT | 1 |
| INTIMIDATION THREATS HARASSMEN | 2 |
| LARCENY | 1 |
| OPEN DOOR | 1 |
| PARK/TRAF COMP | 1 |
| PATROL INFORMATION | 1 |
| PDA | 8 |
| PERSONAL INJURY ACCIDENT | 4 |
| PUBLIC SERVICE | 1 |
| RETAIL FRAUD | 1 |
| SUSPICIOUS PERSON | 1 |
| SUSPICIOUS SITUATION | 1 |
| SUSPICIOUS VEHICLE | 1 |
| TREE HAZARD | 1 |
| TRESSPASSING, LOITERING | 1 |
| VIN INSPECTION | 1 |
| WEAPONS OFFENSE | 1 |
| TOTAL: | 73 |

MARION TOWNSHIP

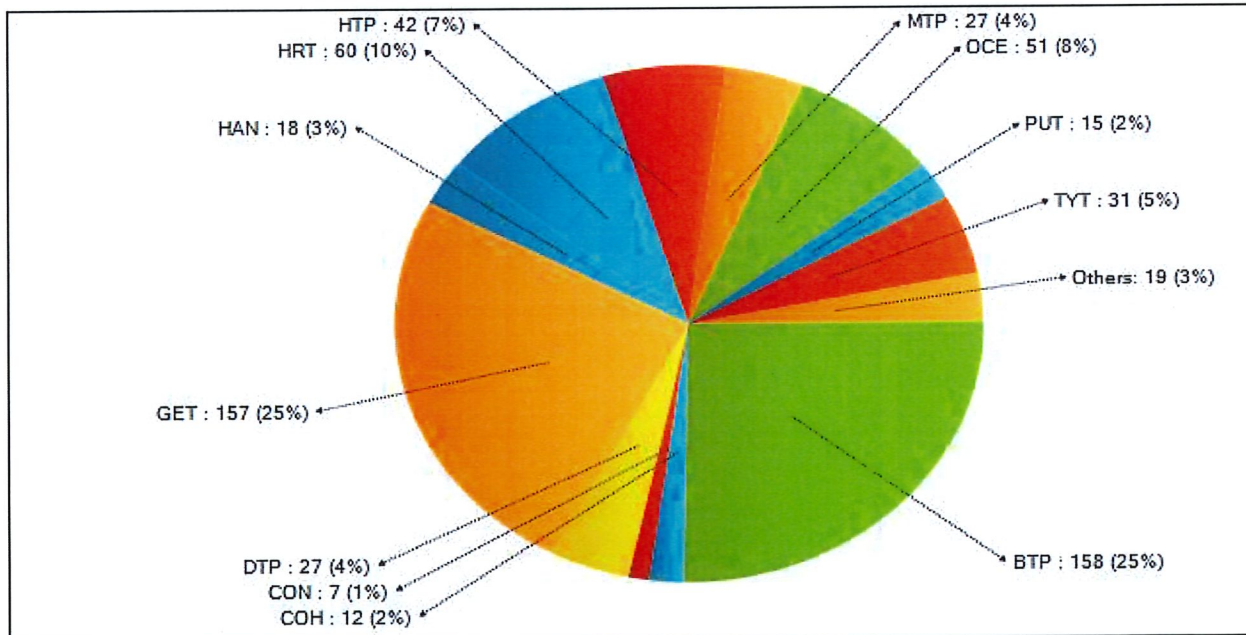
| <u>MONTH</u> | <u>CALLS FOR SERVICE</u> | <u>TICKETS WRITTEN</u> | <u>ARRESTS</u> |
|--------------|--------------------------|------------------------|----------------|
| JANUARY | 54 | 13 | 2 |
| FEBRUARY | 70 | 14 | 4 |
| MARCH | 71 | 14 | 0 |
| APRIL | 71 | 7 | 3 |
| MAY | 85 | 12 | 1 |
| JUNE | 79 | 4 | 2 |
| JULY | 73 | 8 | 4 |
| AUGUST | | | |
| SEPTEMBER | | | |
| OCTOBER | | | |
| NOVEMBER | | | |
| DECEMBER | | | |
| YTD TOTALS: | 503 | 72 | 16 |

| July 2023 | NUMBER OF CALLS | | RESPONSE TIME | | NUMBER OF CALLS | | RESPONSE TIME | |
|-----------------|-------------------------|--|-------------------------|--|-------------------------|--|-------------------------|--------------|
| | <u>3:00PM - 11:00PM</u> | | <u>3:00PM - 11:00PM</u> | | <u>11:00PM - 3:00PM</u> | | <u>11:00PM - 3:00PM</u> | |
| <u>TOWNSHIP</u> | | | CONTRACT TIME | | CALLS | | NON CONTRACT TIME | <u>TOTAL</u> |
| BRIGHTON | 54 | | 42:04 | | 76 | | 33:21 | 130 |
| COHOCTAH | 14 | | 33:48 | | 19 | | 58:33 | 33 |
| CONWAY | 5 | | 50:32 | | 7 | | 1:05:36 | 12 |
| DEERFIELD | 21 | | 33:41 | | 15 | | 1:14:51 | 36 |
| GENOA | 112 | | 39:26 | | 174 | | 31:41 | 286 |
| HANDY | 30 | | 32:20 | | 43 | | 35:16 | 73 |
| HARTLAND | 98 | | 22:56 | | 136 | | 23:15 | 234 |
| HOWELL | 58 | | 24:36 | | 69 | | 31:22 | 127 |
| IOSCO | 13 | | 37:02 | | 23 | | 39:25 | 36 |
| MARION | 33 | | 46:15 | | 40 | | 24:11 | 73 |
| OCEOLA | 53 | | 31:14 | | 63 | | 23:52 | 116 |
| PUTNAM | 42 | | 21:49 | | 32 | | 30:20 | 74 |
| TYRONE | 88 | | 23:19 | | 40 | | 58:19 | 128 |

**LIVINGSTON COUNTY SHERIFF'S OFFICE
AUGUST 2023 CALLS FOR SERVICE**



**MICHIGAN STATE POLICE
AUGUST 2023 CALLS FOR SERVICE**



MARION TOWNSHIP

| <u>MONTH</u> | <u>CALLS FOR SERVICE</u> | <u>TICKETS WRITTEN</u> | <u>ARRESTS</u> |
|--------------|--------------------------|------------------------|----------------|
| JANUARY | 54 | 13 | 2 |
| FEBRUARY | 70 | 14 | 4 |
| MARCH | 71 | 14 | 0 |
| APRIL | 71 | 7 | 3 |
| MAY | 85 | 12 | 1 |
| JUNE | 79 | 4 | 2 |
| JULY | 73 | 8 | 4 |
| AUGUST | 67 | 10 | 1 |
| SEPTEMBER | | | |
| OCTOBER | | | |
| NOVEMBER | | | |
| DECEMBER | | | |
| YTD TOTALS: | 570 | 82 | 17 |

**LIVINGSTON COUNTY SHERIFF'S OFFICE
MARION TOWNSHIP AUGUST 2023**

| Nature | # Events |
|--------------------------------|-----------|
| 911 HANG UP | 1 |
| ABANDONED VEHICLE | 1 |
| ALARM | 4 |
| ASSAULT REPORT ONLY | 2 |
| ASSIST EMS | 2 |
| ASSIST OTHER AGENCY | 2 |
| BURGLARY IN PROGRESS | 1 |
| CHILD OR ADULT ABUSE/NEGLECT | 1 |
| CITIZEN ASSIST | 2 |
| CIVIL COMPLAINT | 1 |
| CRIMINAL SEXUAL CONDUCT REPORT | 1 |
| DISTURBANCE/TROUBLE | 1 |
| DOMESTIC PHYSICAL IN PROGRESS | 3 |
| DOMESTIC VERBAL | 3 |
| FRAUD | 3 |
| HAZARD | 1 |
| HIT AND RUN ACCIDENT | 1 |
| INTIMIDATION THREATS HARASSMEN | 3 |
| LARCENY | 5 |
| LOST/FOUND ANIMAL INFORMATION | 1 |
| LOST/FOUND PROPERTY | 1 |
| MDOP | 1 |
| MENTAL/CMH/PSYCH | 1 |
| PATROL INFORMATION | 2 |
| PDA | 8 |
| PHYSICAL DOMES REPORT ONLY | 1 |
| PIREF (REFUSE EMS) | 1 |
| PUBLIC SERVICE | 1 |
| SUICIDAL SUBJECT | 1 |
| SUSPICIOUS PERSON | 1 |
| SUSPICIOUS VEHICLE | 3 |
| TRESSPASSING, LOITERING | 1 |
| UNATTENDED DEATH PRI 3/INVEST | 1 |
| UNKNOWN ACCIDENT | 3 |
| WAR ATT/SEARCH | 1 |
| WELFARE CHECK | 1 |
| TOTAL: | 67 |

| August | NUMBER OF CALLS | | RESPONSE TIME | | NUMBER OF CALLS | | RESPONSE TIME | |
|-----------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|-------|
| | 3:00PM - 11:00PM | 11:00PM - 3:00PM | 3:00PM - 11:00PM | 11:00PM - 3:00PM | 11:00PM - 3:00PM | 11:00PM - 3:00PM | 11:00PM - 3:00PM | TOTAL |
| <u>TOWNSHIP</u> | | | | | | | | |
| BRIGHTON | 47 | 63 | 29:59 | 38:40 | | | | 110 |
| COHOCTAH | 18 | 28 | 45:02 | 44:39 | | | | 46 |
| CONWAY | 8 | 14 | 23:25 | 29:44 | | | | 22 |
| DEERFIELD | 15 | 24 | 42:37 | 1:03:31 | | | | 39 |
| GENOA | 97 | 137 | 31:36 | 26:17 | | | | 234 |
| HANDY | 17 | 34 | 25:11 | 37:36 | | | | 51 |
| HARTLAND | 87 | 131 | 24:32 | 26:01 | | | | 218 |
| HOWELL | 59 | 69 | 28:00 | 19:13 | | | | 128 |
| IOSCO | 9 | 28 | 13:54 | 26:18 | | | | 37 |
| MARION | 20 | 47 | 27:35 | 46:35 | | | | 67 |
| OCEOLA | 39 | 69 | 23:55 | 25:01 | | | | 108 |
| PUTNAM | 37 | 37 | 15:41 | 45:03 | | | | 74 |
| TYRONE | 86 | 46 | 20:17 | 42:17 | | | | 132 |

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

TRANSMITTAL

TO: Board of Trustees

DATE
PROJECT

September 28, 2023
RZN#01-23 Rezoning
Mitch Harris
4710-02-400-014,016,017,018
Howell, Mi 48843

VIA

Follow up data
Hand Delivery

WE ARE SENDING: Herewith Under Separate Cover

THE FOLLOWING:

Additional rezoning data requested dated September 18, 2023

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

REMARKS:

The attached material is additional data requested. This is for final review and approval or denial.

FROM: Dave Hamann, Zoning Administrator

Copy: file



ACE
CIVIL ENGINEERING, LLC

September 18, 2023

Dave Hamann
Marion Township Zoning Administrator
2877 Coon Lake Road
Howell, Mi. 48843

Proposed Rezoning for Mitch Harris (Meadows North Property)

Dear Dave:

I believe you are aware that we received a number of traffic questions at the recent township board meeting for the proposed Mitch Harris rezoning. As a result we have met with the Livingston County Road Commission, the Michigan Department of Transportation and hired a traffic consultant to perform a signal warrant analysis at the Mason Road-Peavy Road intersection. Findings were as follows:

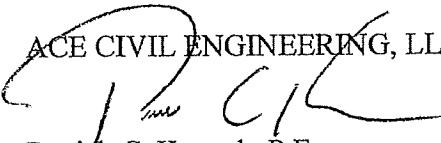
- #1 Based on the a signal warrant analysis performed by Fleis & Vandenbrink, a traffic signal is not necessary at the Mason Road-Peavy Road intersection even with the addition of the proposed Meadows North traffic.
- #2 Based on traffic counts performed by the Livingston County Road Commission, a traffic signal is not necessary at the D19-Keddle Road intersection. Traffic counts would have to double before a traffic signal should be considered.
- #3 MDOT has informed us that the chance of breaking the limited access area along D-19 would be very difficult, very unlikely and very costly if even possible.

Attached is a copy of the traffic report prepared by Fleis & Vadenbrink, a letter provided by the Livingston County Road Commission and a letter provided by the Michigan Department of Transportation. At this time we would like to request to be placed on the next available township board meeting to continue the rezoning request.

If you have any question regarding the provided information please feel free to contact us at your convenience.

Sincerely,

ACE CIVIL ENGINEERING, LLC


Patrick C. Keough, P.E.
President

5055 Lindemere Drive, Fowlerville, MI. 48836
(517) 545-4141
acecivilllc@gmail.com

MEMO

VIA EMAIL acecivillc@gmail.com

To: Mitch Harris
c/o Patrick Keough

From: Traffic Services Group
Fleis & VandenBrink Engineering

Date: August 24, 2023

Re: Proposed Meadows North Development
Marion Township, Michigan
Signal Warrant Analysis

1 INTRODUCTION

This memorandum presents the results of a Signal Warrant Analysis at the intersection of Peavy Road & Mason Road, in conjunction with the proposed Meadows North development. The proposed residential development project is located on a 90-acre parcel adjacent to the east side of Peavy Road, south of Mason Road, in Marion Township, Michigan. Site access for the development is limited to only Peavy Road, which is under the jurisdiction of the Livingston County Road Commission (LCRC). The proposed site driveway is located approximately 0.85-miles southeast of the study intersection, as shown on **Figure 1**.

The Township has noted traffic concerns with the addition of the proposed development and has requested an evaluation of the Peavy Road & Mason Road intersection to determine if a traffic signal is warranted and recommended with the addition of the Meadows North development. The purpose of this study is to perform a signal warrant analysis at the Peavy Road & Mason Road intersection with existing (2023) and future (with development) traffic volumes and provide a recommendation for signalization at the study intersection.

Figure 1: Site Location Map



27725 Stansbury Boulevard, Suite 195
Farmington Hills, MI 48334

P: 248.536.0080

F: 248.536.0079

www.fveng.com

The scope of the study was developed based on Fleis & VandenBrink’s (F&V) understanding of the development program, accepted traffic engineering practice, and methodologies published by the Institute of Transportation Engineers (ITE). Sources of data for this study include F&V subconsultant Quality Counts (QC), the Southeast Michigan Council of Governments (SEMCOG), LCRC, MDOT, and ITE.

2 BACKGROUND DATA

2.1 EXISTING TRAFFIC VOLUMES

F&V subconsultant QC collected 8-hour turning movement count (TMC) data at the Peavy Road & Mason Road intersection on Wednesday July 26th, 2023 during the following peak periods.. All applicable background data referenced in this memorandum is attached.

- 7:00 AM to 9:00 AM
- 11:00 AM to 1:00 PM
- 2:00 PM to 6:00 PM

2.2 BACKGROUND GROWTH

Population and economic growth profile data was obtained for Marion Township from the Southeast Michigan Council of Governments (SEMCOG) database, in order to calculate a background growth rate to project the existing 2023 traffic volumes to the site buildout year traffic of 2024. Population and employment projections from 2020 to 2050 were reviewed and showed an average annual growth of 0.74% and 0.90%, respectively. Therefore, a conservative annual background growth rate of **1.0%** per year was utilized.

3 SITE TRIP GENERATION

The proposed development includes the construction of 150 dwelling units of single family attached housing and 144 dwelling units of multi-family housing (low-rise). The number of weekday peak hour (AM and PM) and daily vehicle trips that would be generated by the proposed development were forecast based on data published by ITE in the *Trip Generation Manual, 11th Edition*. The results of the trip generation analysis for the proposed residential development are shown in **Table 1**.

TABLE 1: TRIP GENERATION SUMMARY

| Land Use | ITE Code | Amount | Units | Average Daily Traffic (vpd) | AM Peak Hour (vph) | | | PM Peak Hour (vph) | | |
|---------------------------------|----------|------------|-----------|-----------------------------|--------------------|------------|------------|--------------------|-----------|------------|
| | | | | | In | Out | Total | In | Out | Total |
| Single-Family Attached Housing | 215 | 150 | DU | 1,093 | 18 | 54 | 72 | 51 | 35 | 86 |
| Multi-Family Housing (Low-Rise) | 220 | 144 | DU | 998 | 16 | 51 | 67 | 52 | 30 | 82 |
| Total Trips | | 294 | DU | 2,091 | 34 | 105 | 139 | 103 | 65 | 168 |

4 SITE TRIP DISTRIBUTION

The vehicular trips that would be generated by the proposed development were assigned to the study roads based on the proposed site access plan and driveway configurations, the existing peak hour traffic patterns in the adjacent roadway network, and the methodologies published by ITE. The ITE trip distribution methodology assumes that new trips will enter the network and access the development, then leave the development and return to their direction of origin. The site trip distributions utilized in the analysis are summarized in **Table 2**.

TABLE 2: SITE TRIP DISTRIBUTION

| Trip Distribution | | | |
|-------------------|------------|-------------|-------------|
| To/From | Via | AM | PM |
| East | Mason Road | 60% | 62% |
| West | Mason Road | 27% | 28% |
| South | Peavy Road | 13% | 10% |
| Total | | 100% | 100% |

The site-generated vehicular traffic volumes shown in **Table 2** were distributed to the study roadway network according to the distribution shown in **Table 2**. The site-generated peak hour trip projections were then distributed throughout the 8-hours of data collection, based on the "Vehicle Time of Day Distributions" dataset provided within the *Trip Generation Manual, 11th Edition*, in order to perform the signal warrant evaluation. The site-generated traffic volumes were then added to the background traffic volumes, in order to calculate the future traffic volumes, with the addition of the proposed development.

5 SIGNAL WARRANT ANALYSIS

The signal warrant analysis was conducted in accordance with the requirements outlined in the Michigan Manual of Uniform Traffic Control Devices (MMUTCD). The existing traffic volumes were used in conjunction with the projected site-generated traffic volumes to evaluate the existing (2023) and future (with development) signal warrant analysis criteria for the Mason Road & Peavy Road study intersection. The signal warrants included in this study are summarized below and the results of the analysis are provided in **Table 3**. The corresponding signal warrant analysis charts are attached.

Warrant 1 (8-Hour Vehicular Volume)

- Warrant 1, Condition A is intended for application at locations where a large volume of intersecting traffic is the principal reason to consider installing a traffic control signal.
- Warrant 1, Condition B is intended for application where Condition A is not satisfied and where the traffic volume on the major street is so heavy that traffic on a minor intersecting street suffers excessive delay or conflict in entering or crossing the major street.
- It is intended that Warrant 1 be treated as a single warrant, where Warrant 1 is satisfied if either Conditions A or B are met. Additionally, in applying each condition, the major-street and minor-street volumes shall be for the same 8 hours.
- On the minor street, the higher volume shall not be required to be on the same approach during each of these 8 hours.

Warrant 2 (4-Hour Vehicular Volume)

- The Four-Hour signal warrant conditions are intended to be applied where the volume of intersecting traffic is the principal reason to consider installing a traffic control signal.
- The need for a signal shall be considered if for each of any four hours of an average day, the approach volumes fall above the applicable curve on Figure 4C-1.

Warrant 3 (Peak-Hour Vehicular Volume)

- The Peak Hour signal warrant conditions is intended for use at a location where traffic conditions are such that for a minimum of 1 hour of an average day, the minor-street traffic suffers undue delay when entering or crossing the major street.
- The need for a signal shall be considered if on any hour of an average day, the approach volumes fall above the applicable curve on Figure 4C-3.

Warrant 7 (Crash Experience)

The Crash Experience signal warrant conditions is intended for application where the severity and frequency of crashes are the principal reasons to consider installing a traffic control signal. The need for a signal shall be considered if all of the following criteria are met:

- A. Adequate trial of alternatives with satisfactory observance and enforcement has failed to reduce the crash frequency; and
- B. Five (5) or more reported crashes, of types susceptible to correction by a traffic control signal, have occurred within a 12-month period, each crash involving personal injury or property damage apparently exceeding the applicable requirements for a reportable crash; and
- C. For each of any 8 hours of an average day, the vehicles per hour (vph) given in both of the 80 percent columns of Condition A in Table 4C-1, or the vph in both of the 80 percent columns of Condition B in Table 4C-1 exists on the major-street and the higher volume minor-street approach, respectively, to the intersection, or the volume of pedestrian traffic is not less than 80 percent of

the requirements specified in the Pedestrian Volume warrant. These major-street and minor-street volumes shall be for the same 8 hours. On the minor street, the higher volume shall not be required to be on the same approach during each of the 8 hours.

Summary

The results of the analysis are summarized in Table 3 and show that Mason Road & Peavy Road study intersection does not meet signal warrants with either the existing (2023) or future (with development) traffic volumes.

TABLE 3: SIGNAL WARRANT ANALYSIS SUMMARY

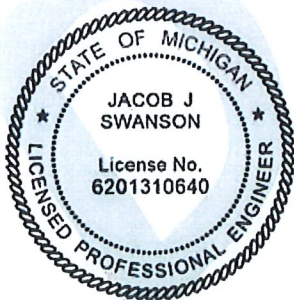
| Mason Road & Peavy Road | | Existing Conditions | Future Conditions |
|------------------------------------|-------------|---------------------|-------------------|
| Warrant 1: Eight Hour | | NO | NO |
| Condition A | Hours Met | 0 | 0 |
| | Warrant Met | NO | NO |
| Condition B | Hours Met | 0 | 0 |
| | Warrant Met | NO | NO |
| Warrant 2: Four-Hour | Hours Met | 0 | 0 |
| | Warrant Met | NO | NO |
| Warrant 3: Peak-Hour | Hours Met | 0 | 0 |
| | Warrant Met | NO | NO |
| Warrant 7: Crash Experience | Hours Met | 0 | 0 |
| | Warrant Met | NO | NO |

6 CONCLUSIONS

The conclusions of this Signal Warrant Evaluation are as follows:

- The results of the signal warrant analyses indicates that a signal is not warrant or recommended at the Mason Road & Peavy Road study intersection.

Any questions related to this memorandum, study, analysis, and results should be addressed to Fleis & VandenBrink.



I hereby certify that this engineering document was prepared by me or under my direct personal supervision and that I am a duly licensed Professional Engineer under the laws of the State of Michigan.

Attached: Proposed Site Plan
 Traffic Volume Data
 SEMCOG Data
 Signal Warrant Charts



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

September 15, 2023

Patrick Keough
ACE Civil Engineering, LLC
5040 Queensway
Howell, MI 48843

Dear Mr. Keough,

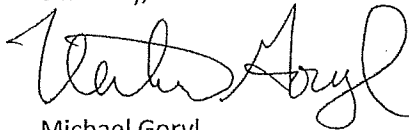
It was a pleasure meeting with you to discuss the proposed Meadows North project.

At our meeting the subject of a future traffic signal at Pinckney Road and Keddle Road was discussed. We indicated that a traffic signal study was completed in 2021 and the intersection at that time did not meet traffic signal warrants.

Further, we just collected new data, in late August, at the intersection of Pinckney and Keddle and once again found that the intersection is below traffic signal warrants. The existing daily traffic volumes on Keddle Road would need to double for the intersection to meet minimum warrants for consideration of traffic signals.

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

Sincerely,



Michael Goryl
Traffic and Safety Engineer



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF TRANSPORTATION
BRIGHTON TRANSPORTATION SERVICE CENTER

BRADLEY C. WIEFERICH, P.E.
DIRECTOR

September 14, 2023

Patrick C. Keough, P.E.
ACE CIVIL ENGINEERING, LLC

Re: D-19 Limited Access

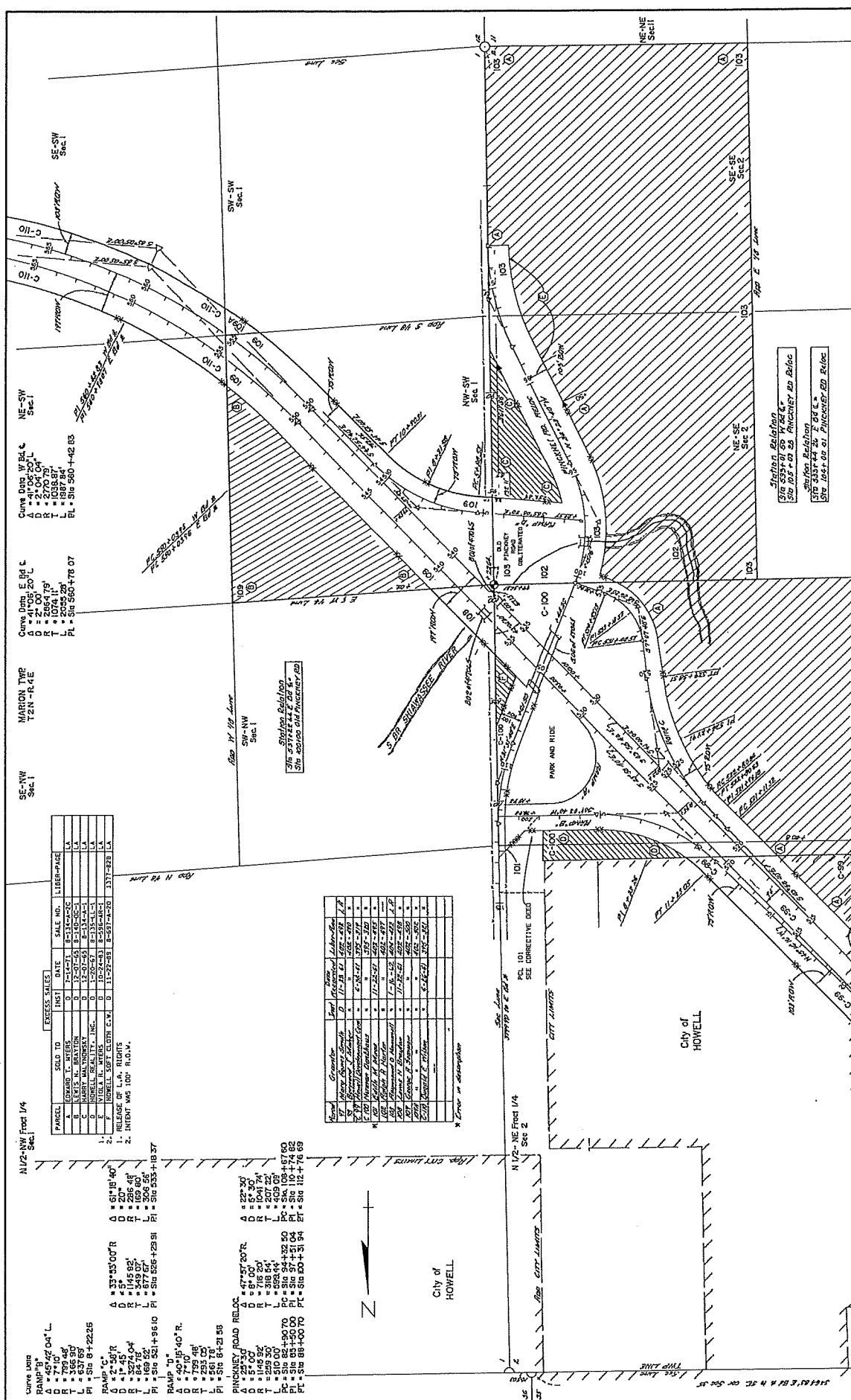
Dear Patrick,

I am sending this letter to confirm that a portion of D-19 near the I-96 interchange is limited access (please see attached the MDOT ROW map for detailed location). Breaking the limited access is not impossible but is a difficult process that would require both MDOT and FHWA approval. A Traffic Impact study would be needed to evaluate the impact of the proposed new road. It also usually requires a License Agreement with appraisal related fees that can get quite costly.

Thank you again. Please let me know if you have any questions, or if you would like to discuss this further.

Sincerely,

Laurent Fournier
MDOT Brighton TSC Traffic and Safety Engineer



RIGHT-OF-WAY MAP

Drawn by: CTE
 Date: 11/14/07
 Project: 47005

Scale: 1" = 40'

Sheet No. 34

Curve Data W.P. 4
 A = 41°05'20" L
 B = 2°04'04"
 C = 1038.87
 D = 1887.84
 E = 318.580+442.03
 L = 518.580+442.03

Curve Data E.P. 4
 A = 41°05'20" L
 B = 2°04'04"
 C = 1074.11'
 D = 2035.28
 E = 318.580+442.03
 L = 518.580+442.03

MARION TWP
 T2N-R4E
 SE-1/4 Sec. 1
 SW-1/4 Sec. 1
 NE-1/4 Sec. 1
 NW-1/4 Sec. 1

| PARCEL | SOLD TO | EXCESS VALUE | DATE | SALE NO. | LIEBEN-PACE |
|--------|-------------------------|--------------|----------|------------|-------------|
| A | EDWARD L. WATERS | 0 | 7-1-01 | B-130-05-1 | LA |
| B | LEWIS L. MARION | 0 | 7-27-05 | B-130-05-1 | LA |
| C | MARION WATERS | 0 | 7-27-05 | B-130-05-1 | LA |
| D | MARION WATERS | 0 | 7-27-05 | B-130-05-1 | LA |
| E | VILVA M. WATERS | 0 | 10-24-03 | B-130-05-1 | LA |
| F | HOWELL SOFT CLONIN C.V. | 0 | 11-27-03 | B-130-05-1 | LA |

1. HOWELL SOFT CLONIN C.V.
 2. INDIAN AND 100' R.O.W.

N 1/2 - NW 1/4 Sec. 1
 N 1/2 - NE 1/4 Sec. 2

Curve Data
 RAMP "B"
 A = 7°07'04" L
 B = 299.46'
 C = 259.95'
 D = 518.8+2226
 L = 518.8+2226

RAMP "C"
 A = 2°50'00" R
 B = 518.8+2226
 C = 259.95'
 D = 299.46'
 E = 7°07'04" L
 F = 877.67'
 G = 518.8+2226
 H = 518.8+2226
 I = 518.8+2226
 J = 518.8+2226
 K = 518.8+2226
 L = 518.8+2226
 M = 518.8+2226
 N = 518.8+2226
 O = 518.8+2226
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 Q = 518.8+2226
 R = 518.8+2226
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 T = 518.8+2226
 U = 518.8+2226
 V = 518.8+2226
 W = 518.8+2226
 X = 518.8+2226
 Y = 518.8+2226
 Z = 518.8+2226

Curve Data
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 B = 81.00'
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City of Howell
 City Limits

| Lot | Owner | Area | Acres | Notes |
|-----|----------------|------|-------|----------------|
| 1 | City of Howell | 1.00 | 22.81 | City of Howell |
| 2 | City of Howell | 1.00 | 22.81 | City of Howell |
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City of Howell
 City Limits

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TOWNSHIP OF MARION LIVINGSTON COUNTY, MICHIGAN

PURCHASE OF DEVELOPMENT RIGHTS

ARTICLE I: INTENT, PURPOSE, AND SHORT TITLE

SECTION 1.1: INTENT AND PURPOSE.

The intent and purpose of the proposed Purchase of Development Rights (PDR) ordinance in Marion Township is to protect and preserve the valuable agricultural land, conserve natural resources, protect scenic and cultural heritage, provide landowner benefits, and promote community collaboration. The ordinance aims to create a framework that encourages voluntary land conservation, supports sustainable agriculture, and safeguards the rural character, environmental integrity, and quality of life in Marion Township for future generations.

1. **Preservation of Agricultural Land.** The primary objective of the PDR ordinance is to preserve productive agricultural land within Marion Township. By offering incentives to landowners, the ordinance seeks to encourage the permanent protection of farmland from non-agricultural development. This preservation ensures the long-term viability of the agricultural industry, promotes local food production, and maintains the rural landscape that is vital to the Township's identity and heritage.
2. **Conservation of Natural Resources.** Another crucial purpose of the PDR program is to conserve valuable natural resources and ecosystems. The ordinance aims to identify and protect environmentally sensitive areas, such as wetlands, forests, and wildlife habitats, by acquiring development rights from landowners. This conservation effort contributes to maintaining biodiversity, preserving water quality, and supporting the overall health and resilience of local ecosystems.
3. **Scenic and Cultural Preservation.** The PDR ordinance recognizes the importance of scenic beauty and cultural heritage in Marion Township. It aims to protect scenic vistas, historic sites, and cultural landscapes that contribute to the aesthetic appeal and tourism potential of the area.
4. **Voluntary Participation and Landowner Benefits.** The intent of the PDR program is to offer voluntary participation for landowners who wish to conserve their land. The ordinance provides landowners with financial compensation in exchange for the purchase of development rights, allowing them to retain ownership while restricting future non-agricultural development. This approach provides landowners with economic benefits, financial security, and the opportunity to maintain their agricultural operations or preserve the natural character of their property.
5. **Community Collaboration and Planning.** The PDR ordinance encourages community collaboration and engagement in land use planning. It aims to involve stakeholders, including landowners, residents, agricultural organizations, and environmental groups, in the development and implementation of the program. By fostering partnerships and leveraging local knowledge, the ordinance ensures that the PDR program aligns with community goals and values.

SECTION 1.2: SHORT TITLE.

This ordinance shall be known and may be cited and referred to as the "Marion Township XXXXXXXXXX and shall hereinafter be referred to as "this ordinance.

ARTICLE II: SCOPE AND APPLICATION

SECTION 2.1. INTERPRETATION.

The terms and provisions of this ordinance shall be interpreted and applied as minimum standards and requirements for the promotion and protection of the public health, safety, and welfare, and for the public peace and preservation of natural resources and public and private property within the township.

SECTION 2.2. LOGIC

This article has been created to provide for the establishment, financing, and administration of a purchase of development rights program to protect farmland, open space, natural areas, and other areas of eligible land as defined herein, in accordance with Public Act 110 of 2006, as amended.

SECTION 2.3. ACQUISITION

The acquisition of interests in farmland as provided in this Ordinance is a public purpose of Marion Township as provided in this Ordinance and financing such acquisition requires that the Township enter purchases or installment purchases not to exceed statutory limits.

ARTICLE III: DEFINITIONS

SECTION 3.1. DEFINITIONS.

For construction and application of this ordinance, the following definitions shall apply:

Agricultural Rights: An interest in and the right to use and possess land for purposes and activities related to open space, natural habitat, horticultural and other agricultural uses.

Agricultural Use. Land substantially undeveloped and devoted to the production of plants and animals useful to humans, including fruits, nuts, vegetables, greenhouse plants, Christmas trees and lumber, forages and sod crops, grains and feed crops, dairy and dairy products, livestock (including breeding and grazing), poultry and other similar uses and activities.

Board of Trustees: The Marion Township Board of Trustees.

Conservation value: The agricultural, natural, open space, scientific, biological, and ecological values of a parcel of property that are found to be worthy of protection.

Development: An activity that materially alters or affects the existing conditions or use of any land.

Development Rights: The right to develop land to the maximum intensity of development authorized by law.

Development rights easement: A grant, by a legal instrument, whereby an owner relinquishes to the public the right to develop the land except as expressly reserved in the instrument, and which contains a covenant running with the land describing the easement terms, conditions, and development rights.

Full ownership: Fee simple ownership, or outright ownership of real property, including the ownership of all aspects of title, including the ability to transfer the totality of the title.

Intensity of development: The height, bulk, area, density, setback, use and other similar characteristics of development.

Other eligible land: Land that has a common property line with agricultural land from which development rights have been purchased and that is not divided from that agricultural land.

Owner: The party or parties who has/have legal title to or an equitable interest in the property.

Land: A measured portion of land that is described and included in a proposed agreement to acquire or transfer the purchase of development rights between the Township and owner of the land, in accordance with the provisions of this Ordinance.

Permitted use: Any use reserved within a development rights easement essential to the farming operation thereon or which does not alter the open space character of the land.

Value of development rights: The purchase price of the development rights shall be equal to or less than the appraised potential value of the land if fully developed less the current appraised value of the agricultural or open space land.

Historical Structure: means any building or structure listed by the Michigan State Historical Society on the Michigan State and National register of historic places. Historical Structure can also include a building or structure that the Township has designated under an enactment as having historical or architectural significance to the Township and its residents.

ARTICLE IV: ELIGIBILITY

SECTION 4.1. ELIGIBILITY, APPLICATION, AND REQUIRED INFORMATION.

Lands that may be considered for purchase of development rights shall exhibit at least one of the following characteristics:

1. Are currently used for agricultural and farming or have been used for such uses in the past and may immediately be returned to active agricultural and farming use.
2. Contain woodland, trees, tree stands or wooded habitat.
3. Contain wetland.
4. Contain 100-year floodplain, natural watercourse, lake or pond, or shoreline of a lake or pond.
5. Are currently open and void of all manmade structures such as dwellings, barns, garages, sheds, buildings, paved or unpaved roads or drives, and debris. Lands which contained such structures in the past may be eligible but only if all such structures have been removed prior to consideration and the land is open and void at the time of consideration. A special exception can be made by the Township Board, upon the recommendation of the Supervisor and planner, and the Planning Commission, to consider land which contains historic structures that have significance to the township overall. A special exception can be made by the Township Board or the Planning Commission or the Township Planner, to consider the land which contains the historic structures that have

significance to the Township and its residents. Historic structures include but not limited to country school house, early government building, country church, a historical barn, a historical family farm house, Centennial Family Farm. The ongoing maintenance of these historic structures will be the responsibility of the Township and its residents per the executed purchase of development rights agreement between the Township and the owner of the land and historic structure.

ARTICLE V: APPLICATION

SECTION 5.1. APPLICATION.

Any person may apply to the township for purchase of the development rights of his/her/their land. A person may apply by providing a request in writing accompanied by the required information as set forth herein. Application forms may be provided by the township and shall be used if available. Any application and review fees as required by resolution by the Township Board shall be paid at the time of application. The act of filing an application provides no assurance of approval and subsequent purchase of development rights.

1. The township may initiate the purchase of development rights by directing the Township Supervisor and township planner to explore the possibility of purchasing the development rights from a specific parcel. Such exploration shall include identification of the property owner, determining the owner's willingness to work with the township, and conducting an informal evaluation as to whether the property could be eligible and could meet the standards herein. If the exploration work finds that purchase of the development rights is possible, the Township Supervisor shall prepare or make arrangements for the preparation of a complete application as set forth herein. The township is not obligated to further pursue a self-initiated application, nor is the township obligated to approve or subsequently purchase the development rights.

SECTION 5.2. REQUIRED APPLICATION INFORMATION SUBMITTED BY THE OWNER FOR CONSIDERATION.

The following information is necessary and shall be provided for review by an applicant when considering any land for purchase of development rights:

1. Parcel identification number, legal description, and parcel size.
2. Copy of the title and deed for the property, along with a completed title search confirming rightful ownership of the property.
3. Identification of all rights-of-way or easements on the property, and any party with an interest in the property are disclosed
- 4.
5. Property value data including assessed value and estimated market value.
6. Existing land use on and adjacent to the parcel.
7. Identification of the significant natural features (wetlands, woodlands, trees, ponds, streams, rivers, habitat containing endangered or threatened species or species of special concern, etc.).

8. Identification of known environmental concerns on the property (e.g., evidence of buried waste, soil contamination, ground, or surface water contamination, etc.).
9. Survey of property by registered surveyor indicating parcel boundaries, location of buildings, walls, shelters, fences, bridges, trails, roads, and other built features.
10. **Proposed types** of development rights to be purchased (e.g., fee ownership, undivided interest, conservation restriction, retained life estate, reversionary interest).
11. Description of any rights the owner wishes to retain. Identification and explanation of mineral, oil and gas, or water rights that may exist.

SECTION 5.3. AUTHORIZATION.

The Township Board may purchase the development rights of land from willing **property** owners in Marion Township that is or was an active agricultural operation, open space, or natural areas as defined herein as intended by this article. The property interest acquired may be either the development rights, or any lesser interest, easement, covenant, or other contractual right. Purchase of development rights under this article may not be accomplished through condemnation. Participation in this program by a landowner shall be voluntary; the township shall have no authority to force a landowner to participate.

1. The Township Board is further authorized to participate, partner or contract with public, private, or nonprofit land conservation organizations or trusts to purchase, administer and enforce the rights obtained by the township under the PDR program.

ARTICLE VI: REVIEW PROCEDURES

SECTION 6.1. THE BOARD OF TRUSTEES REVIEW AND RECOMMENDATION.

It shall be the responsibility of the Township Supervisor and township planner to determine **whether an application is complete**. For complete applications, the Township Supervisor and planner shall prepare a written report to the Planning Commission describing the case and **provide** a recommendation regarding the following:

1. Whether to purchase development rights.
2. **Description of the development rights to be purchased. A description of any future property developments, improvements, and maintenance if any that will be permitted after the development rights have been purchased by the Township.**
3. The price at which development rights will be purchased and the method of payment.
4. **A detailed accounting of funds to be used for the purchase of the development rights indicating the source(s) of the funds for the purchase (millage, donation, general fund, grant, etc.) .**
5. The procedures **and legal documents to be used** for ensuring that the purchase or sale of the development rights is designed

- to run with the land.
6. In preparing their report, the **Township S**upervisor and planner may consult with any other staff, consultants, agencies, and experts that may be necessary.
 7. **A summary of all documents and correspondence that may pertain to said purchase.**
 8. **A summary of all unique agreements or documents that were part of the negotiations of the sale.**
 9. **Placeholder text**
 10. **Placeholder text**

SECTION 6.2. ATTORNEY REVIEW, COMMENT, AND RECOMMENDATION

SECTION 6.3. PLANNING COMMISSION REVIEW AND RECOMMENDATION.

The Planning Commission shall review the **completed** application and written reports provided by the Township Supervisor and planner. Upon completing its review, the Planning Commission shall make a recommendation to the Township Board based upon its findings and the requirements and standards in this article as well as the goals, policies and objectives of the township expressed in the master plan and adopted ordinances. A public hearing **shall** be called by the Planning Commission, in which case the hearing shall be noticed in accordance with the procedures set forth in **the MZEA**. The Planning Commission's recommendation shall be made only after the public hearing has been held. The Planning Commission shall recommend that the Township Board purchase **or not purchase** the development rights. Comment regarding the financing mechanism to purchase the development rights if recommended **shall also be included**.

SECTION 6.4. TOWNSHIP BOARD OF TRUSTEES REVIEW AND ACTION.

The Township Board shall review the application (which may be provided to the board in summary), written reports (which may be provided to the board in summary), and Planning Commission recommendation. Upon completing its review, the Township Board shall decide whether to purchase the development rights of the property under consideration or not and shall decide on the financing mechanism in which to purchase the development rights if the decision is to purchase. The decision of the Township Board is discretionary; the findings and recommendations by the supervisor and planner, and the Planning Commission, shall not obligate the Township Board to purchase or not purchase development rights.

ARTICLE VII: APPROVAL AND CONDITIONS.

SECTION 7.1. STANDARDS FOR APPROVAL.

When considering the purchase of development rights under the procedures set forth in this article, the following standards shall be followed for approving, modifying, or rejecting an application to purchase development rights:

SECTION 7.2. ELIGIBLE LANDS.

Only those parcels of land that meet or exceed the eligibility criteria as set forth in this article may be considered for purchase of development rights.

SECTION 7.3. ELIGIBLE RIGHTS.

The township shall only purchase the rights up to develop the land to the highest assessed and best use opportunity.

SECTION 7.4. PURCHASE METHODOLOGY.

The purchase price of the development rights shall be equal to or less than the appraised potential value of the land if fully developed less the current appraised value of the agricultural or open space land. The method of payment shall be determined in advance of the purchase of development rights. Any approvals or procedural requirements related to the method of payment must be secured separately and prior to the purchase of the development rights or made a condition to the approval thereof.

SECTION 7.5. CONFORMANCE WITH PDR CONCEPT.

The purchase of the development rights being considered shall be consistent with and promote the intent of the purchase of development rights concept as stated in this ordinance. The purchase shall also be consistent with the specific standards and requirements set forth herein.

SECTION 7.6. COMPATIBILITY WITH TOWNSHIP MASTER PLAN.

The purchase of the development rights being considered shall be compatible with the general principals, goals, objectives, and policies set forth in the adopted master plan.

SECTION 7.7. FARMLAND PRESERVATION, OPEN SPACE, AND NATURAL RESOURCE PRESERVATION.

The purchase of the development rights shall accomplish one or more of the following:

1. Preservation of farmland from being developed with another use, enabling land to continue in agricultural or farm use.
2. Preservation of open space for the visual, scenic, active recreation, or passive recreation enjoyment of township residents.
3. Preservation of a natural area to further the possibility of natural vegetative growth, wildlife habitat, and restoration of that natural area in the future.

SECTION 7.8. PURCHASE AGREEMENT

All Applications Shall Abide by the following:

1. Purchase Agreement. The purchase of the development rights shall be accomplished by a purchase agreement, or other equivalent instrument, that fixes the transaction to run with the land and is recorded with the register of deeds.
2. Conformance to all applicable regulations. The application shall be made, and the purchase of development rights shall be carried out, in conformance with all applicable federal, state, and local laws and regulations.
3. Conditions of Approval. Any purchase of development rights made through this purchase of development rights program shall be set forth in a written agreement that is in recordable form suitable for recording. The purchase agreement shall specify the conditions of approval, including the following, at minimum:
 - a. Runs with the Land. The purchase agreement shall state that the conveyance of the development rights shall run with the land.
 - b. Rights Retained by Owner. The purchase agreement shall state the provisions by the owner to retain certain rights, including a detailed description of the retained rights, the right to convey the retained rights, and maintaining existing structures.

SECTION 7.9. PROHIBITED ACTIVITIES

Prohibited Activities. Any activity on or use of the property that is inconsistent with the purposes of this article or detrimental to the values being preserved is prohibited. By way of example, the following activities and uses are prohibited:

1. Any division or subdivision of the property.
2. Commercial or industrial use (for purposes of this provision, farming and agricultural use shall not be considered commercial or industrial).
3. Placement or construction of any buildings, structures, fences, walls, roads, parking lots or other improvements, unless expressly permitted.
4. Cutting down trees or vegetation, unless expressly permitted.
5. Mining or alteration of the land surface, except where mineral rights have been retained by another owner and where the other owner has explicit rights to mine on the property as previously disclosed in the application review process.
6. Dumping of hazardous, construction, household, equipment, mechanical waste or materials.
7. Alteration to natural watercourses, wetlands, or other natural water features.
8. Use of motorized off-road vehicles such as snowmobile, all-terrain vehicles, motorcycles, and the like are to be operated by the land owners only for the purpose of farming and/or maintaining the preserved property.
9. Construction of billboards and other advertising signs, **and other signs as defined in Section 15.03.**

ARTICLE VIII: ENFORCEMENT AND MONITORING.

SECTION 8.1. MONITORING AND ENFORCEMENT.

The purchase agreement shall provide the township or its agent with certain rights needed to monitor the protection of the rights purchased. These rights shall include:

1. The right to enter the property at **least annually providing 48 hour notice of such visit and at** reasonable times to monitor or enforce compliance with the conditions of approval and the purchase agreement. The township, however, shall not unreasonably interfere with the owner's retained rights on the property.
2. The right to prevent any activity or use of the property that is inconsistent with the conditions of approval and the purchase agreement.
3. The right to require restoration of the areas or features of the property that are damaged by activity inconsistent with the conditions of approval and the purchase agreement. The township or its agent shall also have the right to conduct studies on the property to determine appropriate types of restoration activities if necessary.
4. The right to place signs on the property to indicate that the property is being protected under the terms of this PDR program.

SECTION 8.2. FURTHER ACTION.

In addition to, or in lieu of, seeking to enforce this ordinance by proceeding under Section 8.1 above, the township may institute an appropriate action in a court of general jurisdiction seeking equitable relief.

ARTICLE IX: ENHANCEMENT.

SECTION 9.1. ENHANCEMENT

The purchase agreement may provide the township with the right to engage in activities that restore the biological and ecological integrity of the property. Such activities may include inventorying plant and animal species on the property, planting native vegetation, removal of undesirable vegetation, etc.

ARTICLE X: DURATION.

SECTION 10.1. DURATION OF ACQUIRED INTERESTS.

It is the intent that the development rights acquired pursuant to this Ordinance shall be held in trust by the Township for the benefit of its citizens in perpetuity.

1. Upon receiving the recommendations of the Planning Commission, the Board of Trustees shall take final action on such recommendations. The Board of Trustees must support the request by the owner to repurchase development rights by a five-member majority of the total seven Trustees.
2. For those properties for which the Board of Trustees approves the return of development rights as specified in Subsection (1), the Planning Commission shall **require** an appraisal of the applicant's property interest (**property rights**) at the owner's expense. Payment for this appraisal shall be made by the owner in advance. **After the appraisal is conducted**, the value of development rights **will be determined by two (2) follow up appraisals**. One appraisal shall determine the fair market value of full ownership of the land (excluding buildings thereon), and one shall determine the fair market value of the agricultural rights plus any specifically retained residential development rights. Appraisals shall be made by State certified appraisers selected by the Planning Commission. The selected appraiser shall not have a property interest, personal interest, or financial interest in eligible lands.
3. Appraisals shall be in writing and shall be furnished to the respective owners for review. Errors of fact in any appraisal may be called to the attention of the appraiser by the Planning Commission or by owners of the property appraised, but corrections of the appraisal may be made only by the appraiser.
4. At any time in this process, the owner may choose to withdraw the request for the return of development rights without penalty, while still being responsible for the Township's appraisal of the property as specified above in Subsection (2).
5. If the Board of Trustees approves the return of development rights, the Township shall have a right of first refusal to purchase the remaining rights at the fair market value of the agricultural rights plus any retained development rights, as determined by a State certified appraiser. Upon receiving the recommendations of the Planning Commission, the Board of Trustees shall take final action on such recommendations. If the Board of Trustees chooses to exercise this right of first refusal, an offer to purchase the remaining rights at the appraised value shall be submitted. Acquisition of lands shall not be made with funds authorized for development rights acquisition pursuant to this Ordinance. The owner may at that time choose to not sell the remaining rights and instead retain ownership of the property.
6. If (a) a request to re-purchase development rights is denied by the Board

of Trustees, or (b) the landowner chooses not to sell the remaining rights the Township chooses to exercise its right of first refusal or (c) more than a year passes from the Board of Trustees' authorization for the re-purchase of development rights, the landowner must wait five years before re- applying to re-purchase development rights.

7.

- a. The Township may convey development rights acquired pursuant to this Ordinance to a conservation, open space preservation, historic preservation or similar organization under terms ensuring that the public benefits for which the Township purchased the development rights will be maintained.

ARTICLE XI: FINANCING

SECTION 11.1.

The Township Board of Trustees shall finance the PDR program through one or more of the sources identified in Section 509(1) of Public Act 110 of 2006, as amended, including: General appropriations by the Township; proceeds from the sale of development rights by the township subject to Section 508(3) of Public Act 110 of 2006, as amended; grants; donations; millage; bonds or notes issued under Sections 509(2)-(5); general fund revenue; special assessments under Section 509(6); and other sources approved by the legislative body and permitted by law.

The Township Board of Trustees shall create a Development Rights Acquisition Fund to be hereafter created in the office of the Treasurer of Marion Township. Any funds secured by the Township for purchasing development rights on farmland or open space shall be placed in the designated Development Rights Acquisition Fund. Money in such an acquisition fund may be temporarily deposited in such institutions or invested in such obligations as may be lawful for the investment of Township money. The funds and any interest received from the deposit or investment of such funds shall be applied and used solely for the purposes of purchasing development rights of land in the Township set forth in this Ordinance.

SECTION 11.2. RELATED COSTS.

The costs of appraisal, easement development, baseline documentation, legal and other services lawfully incurred incident to the acquisition of interests in eligible lands by the Township shall be paid by the Township. The Township shall not be responsible for expenses incurred by the owner **incidental** to this transaction.

SECTION 11.3. SUPPLEMENTAL FUNDS.

Supplemental or matching funds from other governmental agencies or private sources may become available to pay a portion of the cost of acquiring development rights, or some lesser interest in eligible lands or to supplement or enlarge such acquisition. The **Board of Trustees** is hereby authorized to utilize such funds to purchase interests in eligible lands or to otherwise supplement Township funds in the manner provided by this Ordinance and in accordance with the applicable laws or terms governing such grant.

ARTICLE XII: SEVERABILITY

SECTION 12.1.

If any one or more sections, provisions, phrases, or words of this ordinance shall be found to be invalid by a court of competent jurisdiction, such holding shall not affect the validity nor the enforceability of the remaining sections, provisions, phrases, or words of this ordinance unless expressly so determined by the court.

ARTICLE XIII: NONEXCLUSIVITY

SECTION 13.1.

The prohibitions provided for in this ordinance shall be in addition to, and not exclusive of, other prohibitions and penalties provided for by other law, ordinance, rule and/or regulation.

ARTICLE XIV: ADOPTION

SECTION 14.1.

Provision of this ordinance shall take effect thirty (30) days from the date of publication in accordance with the statues of the State of Michigan.

The ordinance was unanimously adopted by the Township Board on _____ 2023, as verified by Tammy Beal, Marion Township Clerk.

Gormley Law Offices, PLC

Attorneys and Counselors at Law

John L. Gormley, Esq.
john@gormleylaw.net

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Phone: (517) 223-3758 Fax: (517) 223-8233
www.gormleylawoffices.com

Clint P. Stevenson, Esq.
clint@gormleylaw.onmicrosoft.com

September 18, 2023

Bob Hanvey,
Marion Township Supervisor
2877 W. Coon Lake Rd.
Howell, MI 48843

RE: PDR Ordinance

Dear Mr. Hanvey:

Attached is a copy of the Ordinance with my notes on it. In supplement thereto, I have addressed some points:

Section 4.1 (5) – In my opinion, the two lines I have outlined do not work together. In the first line, the Township Board, upon the recommendation of the Supervisor and Planner and of the Planning Commission, may make a special exception to consider land with historic buildings. The second line says the Township Board or the Planning Commission may make a special exception for the same thing. Doesn't add up. Also, I would add historical structures include family cemetery plots. Pet Cemeteries are in every Township. Finally, please let me know your thoughts on leaving the responsibility to handle negotiations regarding who is paying for the building(s) upkeep to the PDR purchase phase, as opposed to stating it is always the Township's responsibility.

Section 5.2 (2) The title search must be less than 30 days old to be valuable to the Township in its initial analysis of whether or not to proceed.

Section 5.2 (4) – We need the applicant to have a statement provided by Clerk/Treasurer/Assessor that all taxes and any other debt (perhaps trash) owed to Township are current.

Section 5.2 (9) - The registered surveyor should be a Michigan Surveyor. I further recommend the survey to be completed within a year and no later. We do not want someone providing a 20-year-old survey to support their request.

Section 5.2 (12) – Add: To avoid wasting resources negotiating a PDR on property that is in foreclosure, we should include that the applicant will provide a current statement of any mortgage or lien that appears in the title search that shows the balance of the debt and confirms all payments on said mortgage or lien are up to date.

Section 5.3 - We need the cooperation of any and all mortgage or lien holder(s) in addition to a willing property owner. We do not want to purchase property rights and then find out the property is to be foreclosed on by a prior existing mortgage as this will extinguish our PDR.

Section 6.2 - The Attorney should prepare specific draft documents after the Board of Trustee Review and Recommendation, but before the Public Hearing for the Public to review and speak upon. Draft Documents would include the PA for the PDR, the final PDR Agreement for Recording, and any agreement for installment purchase.

Section 6.4 – Findings and recommendations that will not obligate the Township Board to purchase or not purchase development rights should also include the Attorney as well as the Supervisor and Planner and the Planning Commission.

Section 7.4 – The first sentence should include “...and shall take into account our responsibilities to the land assessed by the Township and gas, oil and mineral right over by a 3rd party.” We should also include “In no case may an installment purchase contract for PDR’s violate ACT 99 of 1933.

Section 7.8 - I see this working as we go through the approval process. If it is successful, then we execute a PA for the PDR rights. That PA contains a requirement for title insurance and a requirement for environmental study. We should not sign a final PDR ownership document for recording and pay, until the Township has 1) a title insurance policy and a 2) clean environmental and/or a baseline. The contamination does not have to occur on the property to exist on the property and some property looks clean that simply is not.

Section 10.1 (1) – I think what we are trying to say is that only by a supermajority vote (5/7) of the entire board can the Township re-sell the development rights it has already purchased to the owner of the land.

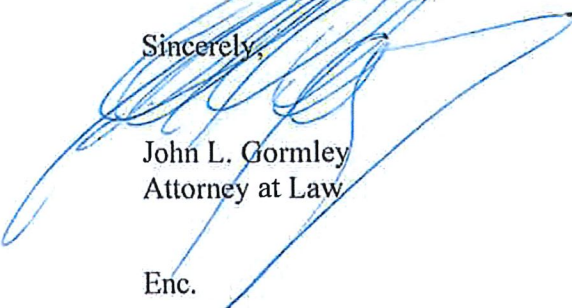
Section 10.1 (2) – I think the PC shall also consider the value of any improvements it has installed on the land since purchasing the PDR including but not limited to wetland enhancement, restoration, signs, etc.. (See Section 8.1 (3))

Section 11.1 – We need to ensure the Township complies with Act 99 if it is buying rights over time. The total amount of all installment purchases in the Township cannot exceed 1 ¼% of the taxable value of all real and personal property in the Township

Section 11.2 – Related costs should also include environmental. The Township will not be responsible for expenses incurred by the owner incidental to the transaction, like a title search.

The firm expresses no legal opinion of the necessity, practicality, or appropriateness of this Ordinance. Please contact me with any questions or concerns.

Sincerely,



John L. Gormley
Attorney at Law

Enc.

JLG/ml



MARION TOWNSHIP

mariontownship.com

Memo

To: Marion Township Board
From: Bob Hanvey
Subject: Planning Consultants
Date: September 28, 2023

Attached to this memo are proposed agreements / outlines for planning consulting services from Carlisle | Wortman and Zach Michels.

Carlisle | Wortman has been providing planning consulting services to the Township for about twenty years. Since January of 2021 Zach was employed by Carlisle | Wortman and was assigned to Marion Township. The Planning Commission was very satisfied with the service provided by Zach.

Zach recently changed employers and is now full-time at another township. Carlisle | Wortman currently does not have a staff person to assign to us. John Enos suggested that we work out an agreement with Zach to provide planning consulting services. Zach is willing to continue working with us as a contractor with support from Carlisle | Wortman as needed.

The two attached documents describe the conditions for the proposed agreements for Board review.



Carlisle | Wortman
ASSOCIATES, INC.

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

September 15, 2023

Robert Hanvey, Supervisor
Marion Township
2877 W Coon Lake Road

Re: Continuing Planning Services

Dear Supervisor Hanvey:

In response to your request, Carlisle | Wortman Associates, Inc. (CWA) is pleased to have the opportunity to submit a proposal to continue to provide planning services to Marion Township. CWA has provided planning services to the Township for over 20 years and can continue on as needed basis.

Hourly Rate Schedule

All work, including attendance at meetings, ordinance amendments, development review, shall be performed hourly based on the fees provided on the following page. New rates would be effective October 1, 2023.

| Project Team | New Rate as of October 1, 2023 | 2024 Rates | 2025 Rates |
|---------------------|--------------------------------|------------|------------|
| Principal (J. Enos) | \$140 | \$145 | \$150 |
| Associate | \$130 | \$135 | \$140 |
| Project Planner | \$125 | \$130 | \$135 |
| Support Staff | \$70 | \$75 | \$80 |

Sincerely,

CARLISLE WORTMAN ASSOCIATES, INC.

John L. Enos, AICP
Vice President

Bob Hanvey

From: Zach Michels <zmichels@gmail.com>
Sent: Tuesday, September 12, 2023 1:40 PM
To: Bob Hanvey
Cc: za@mariontownship.com; Sandy Donovan; Tammy Beal
Subject: Re: Marion!

Good afternoon,

My comments/thoughts are below:

Site plan reviews

Yes.

Create and evaluate ordinances (zoning / general)

Yes. I _love_ drafting code. I am most comfortable with zoning and zoning adjacent ordinances, but have drafted general ordinances too.

Evaluate PDRs as specified in the proposed ordinance

I have not done this in the past. I would be open to doing this. It may be more time/money efficient if you have a pdr specialist.

Attend PC meetings and provide consulting

Yes. My Mondays evenings are generally accounted for, but I have flexibility otherwise.

Special use permit reviews

Yes.

Rezoning reviews

Yes.

ZBA case reviews

Yes.

Expert witness testimony / reports for lawsuits

Maybe. In my many years of working in planning, zoning, and code enforcement, I have never, not once, ever lost an appeal or court action. I take the time to investigate what I am acting on or speaking to and document the snot out of everything. The last time when Dexter Township went to court when I was there the attorney said she didn't need me to go to court because the record was so well established.

So, I have and can do it. It is something, though, that I would certainly want to discuss with your counsel. If it is something extremely complex, it may be good to bring in somebody with expertise in that area, with me tending to the menial more menial tasks.

Master Plan review / updates?

It depends on the desired depth/breadth of the review/updates.

For the next couple of years, you guys should likely be limited to relatively minor items.

I have been the sole person (except for maps) to draft relatively simple master plans. What really complicates them is the depth/breadth of community engagement and the nature of any significant changes.

Today, I might want to bring in some folks to help if there were a desire to do a deep, deep dive or revision.

In five years time, I suspect I will be more comfortable with it.

Methods of communication

Email would be my desired principal go to for most items. It affords me more flexibility to answer and to document.

I do have a google voice that I can take texts, make calls, receive voicemails on.

I do have some flexibility to take short/urgent calls during working hours.

I would like to get an understanding of the types of reports you would like to receive. Some communities want to get recommendations from staff or consultants. Some communities want to get the facts in their reports with no recommendations. There is no right or wrong. They just need to be tailored to the community's desires.

Lead time requirements

This will depend on the complexity of the item.

The rule of thumb at CWA was most site plan reviews should take 5 hours of time. Simple ones like Mug and Bop are closer to 3 hours. Complex ones like a new site condominium are closer to 8 to 10 hours.

I always like to get packet materials out to the public body members a week before the meeting. You have historically done a good job of reviewing the draft and noting revisions.

For most routine items, I would prefer to have 7 to 10 days before the packet needs to go out.

Number of hours available per month

My schedule is in a weird flux right now. We had our exchange kiddo back for 6 weeks this summer, which ate up all the time, and I have been spending most free time these past 2 weeks working on foundation adventures with my carriage house. But she is back in the Netherlands and winter is coming. In the winter, my side gigs are a shift a week on zamboni and hockey officiating, which is extremely flexible.

After all that stream of consciousness...

I am confident that I can comfortably provide 8-10 hours a week.

As I get more time working with your ordinance and processes and desires, the amount of work that can be done during that time will increase or the amount of time necessary for the same amount of work will decrease.

There will be weeks where I know more time would be available, if necessary.

How many hours a month do you anticipate needing?

If we anticipate a couple of more hours, I can look more closely at the obligations I have.

If we anticipate many more hours for sustained periods, I have other folks with years of experience in planning that I can bring in to help.

Billing

Yes.

I am working on standing back up an LLC I formed a couple of years ago and would prefer to provide you work through that entity.

I understand the flow of processing billing and the need for clarity from the Township's side.

I am curious to hear what you liked or did not like about the CWA billing.

Absent that guidance, I think an hourly rate is still likely the least costly for Marion. It also better allows you to have pass through for applications.

Because certain things like zoning maintenance and master plan maintenance are important practices, I propose a lower hourly rate for those type of "things for the Township." Somewhere around \$70.

For activities tied with an application that you can bill through to an applicant, such as site plans, zoning map amendments, variances, etc, I would propose a higher hourly rate. Somewhere around \$90. This is substantially less that what would be charged were a firm consultancy to be doing the review, so there is a savings to applicants. The Township can set up an escrow from applicants to cover these review costs, so it would be a revenue/cost neutral thing for the Township.

There are a couple of options I would propose for reducing costs to the Township.

An example could be compiled monthly billing. I have an app on my phone that can track the hours that I spend working on a project for the month. It records down to the minute, including the start and stop times. If the monthly invoice were a compilation of all the time for that month it would mean that time spent is not being rounded up every single time it is being touched. *(20 minutes + 20 minutes + 20 minutes = 1 hour instead of 1.5 hours with the individual daily accounting and rounding up.)*

I believe CWA was also using half hour increments. We could instead use quarter hour increments.

I am open to hearing your thoughts and working to make sure we all arrive at a place that we are all happy with.

I look forward to hearing your thoughts and next batch of questions!

Thanks, and be well,

-Zach

On Tue, Sep 12, 2023 at 9:43 AM Bob Hanvey <supervisor@mariontownship.com> wrote:

Hi Zach:

As a starting point, which of these things are you willing to do:

Site plan reviews

Create and evaluate ordinances (zoning / general)

Evaluate PDRs as specified in the proposed ordinance

Attend PC meetings and provide consulting

Special use permit reviews

Rezoning reviews

ZBA case reviews

Expert witness testimony / reports for lawsuits

Master Plan review / updates?

And some details of our relationship

Methods of communication

Lead time requirements

Number of hours available per month

Billing

Thanks

Bob Hanvey

From: Zach Michels <zmichels@gmail.com>

Sent: Monday, September 11, 2023 1:34 PM

To: Bob <supervisor@mariontownship.com>; za@mariontownship.com

Subject: Marion!

Happy Monday, Team Marion,

I'm writing to see if you'd like to meet up or have a phone call sometime soon to talk about Marion Township planning and zoning adventures.

I can generally be free weekdays for a phone call starting at 4:30pm or a bit after 12:00noon. I can, with a bit of notice, get out of the office starting at 3:30. I would be happy to come and meet before/after another township meeting, too.

Let me know what works for you.

Be well.

-Zm

MARION TOWNSHIP
Building Committee
September 20, 2023

MEMBERS PRESENT: Tammy Beal, Sandy Donovan,
MEMBERS ABSENT: Dave Hamann, Scott Lloyd

OTHERS PRESENT: David Robson and Deanna Bader of Schafer Construction

CALL TO ORDER

Meeting called to order at 3:00 pm.

- There will be canopy lights above all front entrances, no lighting on the columns.
- Colors of laminates were picked for the front counter skin, process file area, copy machine area and kitchenette area.
- Bump out wall demolition is set for Friday, September 29th. They will put in a temporary wall until the bump out is finished.
- Fire Hall cut through door was cut today.
- Need to locate conduit under driveway, Tammy will contact Phil to see if he knows where it is located.
- Av options were presented, it was decided to go with one large TV and 8 tablets but we asked if they would increase the TV size to 90 inches so the public can view it better.
- Work is now being done on the upstairs open office area, interior firehall door and roof.
- Deanna will email Tammy the change orders that were presented at the Board of Trustee meeting on September 14, 2023.

ADJOURNMENT

Tammy L. Beal 9-21-23
Tammy L. Beal) Township Clerk Date