

*****NOTICE*****

There will be a special meeting November 14, 2019 at 6:30pm just prior to the regular board meeting. Tom Armintrout will be explaining the new BCBS Insurance options.

MARION TOWNSHIP
BOARD OF TRUSTEES
SPECIAL MEETING
Thursday, November 14, 2019
6:30 p.m.

Call to Order

Blue Cross/Blue Shield Presentation

Adjournment

MARION TOWNSHIP
BOARD OF TRUSTEES
REGULAR MEETING
Thursday, November 14, 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 October 24, 2019 Regular Meeting Minutes
 - b. Complaint Report
 - c. DPW Report
 - d. Zoning Report
 - e. Investment Report
 - f. October 2019 Financial Report
- 3) Blue Cross/Blue Shield Renewal
- 4) SAD Public Hearing for Rurik Road Maintenance
- 5) Set Public Hearing for Parker Drive Maintenance
- 6) Darakjian Property
- 7) Arial Imagery Project
- 8) Final Review of TXT#03-18 Section 6.14 Home Occupation Section 17.32 Home Based Business Special Use
- 9) Lisa Maher Sewer Lead (Bring Back)
- 10) Huron Valley Federal Aid Committee
- 11) Marion Township Employee Handbook
- 12) Zoning Board of Appeals Report

Correspondence and Updates
EGLE Sewer Rate Letter
Development Standards

Call to the Public
Adjournment

Reminder: Next Board Packet will be ready after 3pm on Thursday, December 5, 2019

Request for Zoning Administrator, **Dave Hamann**, to be present at
the Board of Trustee meeting on 11-14-2019.

Date

Requested by Robert Hamney.

Signature

10/24/2019 10:00 AM

DRAFT

MARION TOWNSHIP
BOARD OF TRUSTEES
REGULAR MEETING
OCTOBER 24, 2019

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

MEMBERS ABSENT: None

OTHERS PRESENT: Phil Westmoreland, Spicer; Dave Hamann, Zoning Administrator

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

Rebecca Mistretta resides at 2883 Rubbins. Rebecca attended the Planning Commission meeting on Tuesday, October 22, 2019 to express her concern about the activities taking place at 1697 Triangle Lake Road. Rebecca is asking for a motion and support of this motion to send this information to the township's attorney and request that action be taken against these homeowners. Rebecca said that these owners should have done their due diligence prior to purchasing the house. They are advertising that seven people can stay in this house and she doesn't believe that the Health Department would approve of that.

Ed Grima resides at 2943 Rubbins. He is here on behalf of Violet Engelhuber who resides at 1709 Triangle Lake Road. They are upset and concerned about the parking. The guests staying at 1697 Triangle Lake have been parking in the neighbor's driveway without permission.

Brian Blackney, 2979 Rubbins, said he agrees with everything his neighbors said. He just wants to add that the article Bob emailed regarding Manchester Twp., where the judge ruled in favor of the defendants, was because the township's agricultural zoning did not specify a definition of short term. Brian says that they are currently just asking for some legal representation on this. They are not asking for any action to be taken, just legal findings from our attorney.

Rebecca Mistretta asked for everyone in the audience who attended the meeting to discuss the activities taking place at 1697 Triangle Lake. Roughly 20 people stood up in the audience.

Bob Hanvey asked if the Schmitz's were present at the meeting; they were not.

Duane Stokes asked when this started happening.

Tom Klebba, 1615 Triangle Lake Road, stated that he noticed it two Saturdays ago. He noticed different cars coming and going throughout the day and night.

Bob Hanvey explained that Bed and Breakfast is allowed in RR, SR and UR as a special use; however, this situation on Triangle Lake is not a B&B. A Bed and Breakfast is when the owners of the home reside in the same building that they are renting out and are also present on site. They also prepare and serve food to the guests during their stay. Bob said this appears to be like a short-term rental, which we do not currently allow in ERS-1.

Bob has spoken with Mrs. Schmitz multiple times over the last few days. She says that she was unaware of the restrictions so Bob sent her a copy of the recorded restrictions along with a letter from the Road Commission. She did admit to having a washing machine and said she was unaware it was prohibited. Bob said that if the township starts legal action against the homeowners, then the township has to pay for all fees and court costs. If someone sues the township, we have insurance coverage for all of the related costs. Bob thinks the best way to handle this is to ask Mr. and Mrs. Schmitz to stop what they are doing and also to remove the washing machine.

Tom Klebba asked Dave Hamann if these residents came into the township inquiring about Airbnb's prior to purchase; Dave responded no.

Tom Klebba would like to get a cease and desist order under ERS-1 and then let them take action first.

Bob would like the opportunity to speak with the Schmitz's first. She did not seem argumentative or defensive when they first spoke about the matter. She claims she was not aware of the restrictions prior to purchase.

Sandy Grima resides at 2943 Rubbins. Sandy said that in South Oaks at the Yax's home, they are not supposed to allow other people on the lake, yet they still do. They also allow people to cut through other homeowner's private property. What if the wrong renter comes in and the homeowner isn't there to monitor their activity. These are smaller properties and they are very close together. These renters are already parking in people's driveway and taking up excess space in the street. There is also a washing machine inside the home when there shouldn't be. We don't want to have to call the police when more issues start arising.

Bob suggested reaching out to the Schmitz's and giving her a month to comply. If they don't comply, the zoning administrator would send her a violation letter. If they still don't respond, there would be a show cause hearing, followed by getting our attorney involved and possible court proceedings if it gets to that point. This process could take up to two-three months.

Ed Grima resides at 2923 Rubbins. We applaud your cooperation on this matter, but we need to move forward. It is only going to get worse in the summer time and we would be naïve to think otherwise. In certain places up north, residents are limited to how many vehicles they are allowed to have at their residence. With seven cars at 1697 Triangle Lake Road, they probably have 12-14 people staying in that house at one time. The ordinance needs to be enforced.

Tom Klebba said that possibly a six-month rental would be acceptable. These short-term rentals cause so many issues because the renters don't care about the neighborhood.

Dave Hamann said that there are already a few of these Airbnb's within the township.

Les Andersen asked if we could have John Enos bring in some ordinance language from another township or city that prohibits homeowners from having renters for less than six months.

Bob Hanvey would still like the opportunity to speak with Mrs. Schmitz before taking any legal action. If we can get them to stop without taking action against them, it is better for everyone involved.

Rebecca Mistretta asked if they decide not to stop what they are doing, would we then be able to issue a cease and desist.

Bob said that it is better if we don't get in an adverse situation with these people. We have no ordinance that allows what they are doing. Short-term rentals are not spelled out in our ordinance. "Airbnb" is an agency/company. A "Bed and Breakfast" is when the owner of the home also lives in the house being rented out. It also means that the owner is present to cook/prepare meals for the renters. That is not what is happening in this situation. We don't have language to permit what the Schmitz's are currently doing.

Dave Hamann said that we can only violate people if we have the language to back it up.

Bob said that he was not aware of this situation until two weeks ago.

Tony Mistretta resides at 2883 Rubbins. Tony asked if the township was at least able to request that the washing machine be removed from the property. Bob said that he sent a copy of the restrictions to Mrs. Schmitz which included rules regarding the washing machine.

Kathy Alward, 2565 Rubbins, said that as of today, "washer" is now crossed out on their website.

APPROVAL OF AGENDA

Duane Stokes motioned to approve the agenda. Les Andersen seconded. **Motion carried.**

CONSENT AGENDA

Les Andersen motioned to approve the consent agenda. Scott Lloyd seconded. **Motion carried.**

HAPRA BUDGET AND BUILDING PRESENTATION

Tim Church is the executive director for the Howell Area Parks and Recreation Association. They have been visiting other municipalities to discuss their upcoming budget and the increase of utilities and other costs. The participation fee has increased from \$103,225 to \$105,000 annually. They have consolidated the Youth and Adult leagues to help with expenses and further support the budget. Two of their budgets are responsible for the increase this year: the Enrichment program and the Travel program. They are working on their application to renew their grant through Chem-Trend. Everything is pretty straightforward this year.

Bob Hanvey asked about the \$3000 loss for the Dog Park budget. Tim said that was due to the construction near the dog park.

Duane Stokes asked about their Travel program. Tim explained that the Travel program is what supports the various trips for the residents, not employees.

Les Andersen motioned to adopt a resolution to approve the Operating budget for HAPRA for 2020 as presented. Tammy Beal seconded. Roll call vote: Lowe, Lloyd, Beal, Hanvey, Durbin, Andersen, Stokes—all yes.
Resolution passed 7-0.

Tim explained that several years back they had a millage election to expand their facilities. This millage did not pass. They then began looking at the Oceola facility. Since the Howell Public School teams are growing, this has started to limit the space available for HAPRA. At the last Oceola board meeting, HAPRA was invited to discuss their needs and wants for their program. Oceola Township then offered to construct a new facility for HAPRA so current programs can be expanded. This facility will be 44,000 square feet and cost roughly around five million dollars. This facility will have an indoor walking track, multiple basketball courts, various multi-purpose rooms, a fitness center and office rooms for HAPRA employees. We want to make sure that we will be able to run and maintain a facility of this size. We were very conservative with our budget numbers, to allow for these future costs. We gathered our utility costs from other existing/similar buildings. We spoke with the schools about business sponsorships and other sponsorship programs. This new facility will solve a lot of problems that we have been having for a long time. These are tentative drawings of what this building would look like. It would have three full size basketball courts, locker rooms for men, women and families, administration offices, multi-purpose rooms, walking paths and more.

Tim explained that they believe they can afford the operating expenses but would like to make sure they have a backup plan just in case. Therefore, they are asking each of the municipalities if they would be willing to contribute an additional \$10,000 annually for three years to help cover these expenses if needed.

Sean Dunleavy is an Oceola trustee and also a member on the HAPRA Board. He said that Oceola has been very fortunate over the years and have the means to pay for this facility. The community has a great need for this and is just asking for support from other municipalities to help HAPRA get their feet on the ground. Sean said they are not asking for action to be taken right now, but they wanted to get some feedback from the surrounding communities.

The Marion Township Board members felt this was a good idea.

LAND DIVISION GENERAL ORDINANCE #G-11-97

Bob Hanvey said that they need to delete #2 in the Land Division general ordinance. Bob said that the Land Division language in the zoning ordinance and the language in the general ordinance contradict one another. Therefore, the section that speaks about allowing a "possible" easement in item #2 in the Land Division general ordinance needs to be removed.

Les Andersen motioned to delete #2 in #G-11-97 General Ordinances, Land Divisions. Duane Stokes seconded. Roll call vote: Stokes, Durbin, Hanvey, Lloyd, Beal, Andersen—yes; Lowe—no. **Motion carried 6-1.**

GENERAL FUND BUDGET TO ACTUAL 1ST QUARTER REVIEW

Bob Hanvey said that they auditor's entries for the 2018-2019 fiscal year have not been entered into QuickBooks yet. Once they come back and make their adjustments like they do each year, we will bring this back for review.

FIREWORKS ORDINANCE

Les Andersen mentioned that the Denim and Diamonds fireworks could be heard over at Loves Creek. They seemed to be very loud.

Bob Hanvey said that our insurance company would like us to have a Fireworks ordinance. Bob asked if we should keep working on this or leave it alone.

Les Andersen suggested getting with John Enos and asking him to present some language for this; Bob Hanvey said he will follow-up with Mr. Enos and request language for a Fireworks ordinance.

LISA MAHER SEWER LEAD

Phil Westmoreland read the proposal from Lisa Maher regarding the sewer lead. Bob Hanvey asked if we want to look at doing the construction or work something out with the property owner. Bob is not quite sure how Lisa came up with the numbers mentioned in her proposal.

Les made a motion for Bob to discuss better options with Lisa Maher regarding her sewer lead. Tammy seconded. **Motion carried.**

ZBA CANDIDATES

Bob Hanvey said that the Board needs to decide on a new ZBA member. Dan Lowe mentioned that he thought Larry Fillinger was okay with Dan Rossbach and Ed Galubensky swapping positions.

Greg Durbin motioned to have Diane Bockhausen become the new permanent member on the ZBA Board. Tammy Beal seconded. Roll call vote: Beal, Andersen, Stokes, Durbin, Hanvey—yes; Lowe, Lloyd—no. **Motion carried. 5-2**

Les Andersen motioned to have Jean Root become the new alternate member on the ZBA Board. Scott Lloyd seconded. Roll call vote: Hanvey, Lowe, Durbin, Beal, Lloyd, Stokes, Andersen—yes. **Motion carried 7-0.**

SET PUBLIC HEARING FOR RURIK SNOW REMOVAL

Tammy Beal motioned to adopt a resolution to set a Public Hearing for Rurik Snow Removal on November 14, 2019 at 7:30pm. Les Andersen seconded. Roll call vote: Stokes, Beal, Andersen, Lowe, Hanvey, Lloyd, Durbin—yes. **Resolution passed 7-0.**

CORRESPONDENCE & UPDATES

Tammy Beal reminded everyone of Trunk or Treat on October 31 from 6–8pm. Trunkers can arrive and set up at 5:15pm.

The recycle bin is being removed on October 31, 2019.

The Buck Pole is scheduled for November 15, 2019.

Dave Hamann asked the Board to move forward with the Engineering Standards. We need to have something in place. We are spending a lot of money for a product that is still not finished.

Dave Hamann asked Dan Lowe if he had a chance to look at the couple who are installing their own sewer connection. We need to think about creating language that prevents this in the future.

Bob Hanvey asked if there was any interest in the Darakjian property. What do we want to do with it? We received two inquires within 24 hours from two different parties.

CALL TO THE PUBLIC

No response.

ADJOURNMENT

Les Andersen motioned to adjourn at 9:25 pm. Scott Lloyd seconded. **Motion carried.**

Submitted by: J. Timberlake

Tammy L. Beal, Township Clerk Date

Robert W. Hanvey, Township Supervisor Date

COMPLAINT LOG

Complaint #	Complainant Name	Offender Name	Complaint Details	Action Taken	Date Violation	Show Cause Date	Resolved
#07-19	Gary Hatter	Ron Arnold	Abandon Van	Letter sent		10/10/2019	
8/8/2019	2657 Clivedon	2631 Clivedon	4710-27-102-012			sent to attorney	
#08-19	Garrett White	Susan Still	Hobby Kennel with excess	ltr sent return call			no proof of violation
10/23/2019	363 Granite Dr Howell, MI 48843	220 Granite Dr. Howell, MI 48843	ive barking 10pm to 6am	she was out of town dogs let out 10am and			
	517-881-6508	4710-05-200-049		6pm only while OOT			

DPW Report

	2019												
	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
WATER													
NEW	4	2	9	6	5	0	6	5	11	5			53
EXISTING													
REPLACEMENT													
IRRIGATION													
NEW			2	1	2	1	10		2	2			20
EXISTING													
SEWER													
NEW	4	1	8	4	3	0	7	5	12	5			49
EXISTING													
TOTAL	8	3	19	11	10	1	23	10	25	12			122

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			73
Condo Units													0
Accessory Bldgs.	4	1		3		1	1	1	2	3			16
Decks		2	1	3	3	3	2	1	2	6			23
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
TOTAL LAND USES	10	6	13	23	7	11	13	11	21	20	0	0	135
Waivers	3	4	3	10	7	4	5	8	6	4			54
Finals	8	4	14	6	18	12	11	11	15	8			107
Site Plans													0
Pre-Planning Meetings	1		1		1	1							3

INTEREST EARNED 1st QTR FY2020-21

GENERAL FUND

#003

	BALANCE 6/30/2019	July	Aug	Sept	EARN YTD	BALANCE YTD
FNBH Sav #599	\$ 319,029.53	\$ 67.74	\$ 67.75	\$ 65.58	\$ 201.07	\$ 319,230.60
FNBH Land Acq.#342	\$ 200,269.70	\$ 2.13	\$ 6.25	\$ 32.92	\$ 41.30	\$ 200,311.00
FNBH GEN CHECKING	\$ -	\$ 1,019.36	\$ 981.09	\$ 930.81	\$ 2,931.26	\$ 1,188,787.54
The State Bank #737	\$ 240,956.23				\$ 5,006.53	\$ 245,962.76
Flagstar Bank #054	\$ 124,395.00				-	\$ 124,395.00
Flagstar Bank #8365	\$ 110,712.07				-	\$ 110,712.07
Key Bank #700	\$ 238,634.07	\$ 101.36	\$ 101.40	\$ 98.17	\$ 300.93	\$ 238,935.00
Monthly Totals	\$ 1,233,996.60	\$ 1,190.59	\$ 1,156.49	\$ 1,127.48	\$ 8,481.09	\$ 2,428,333.97

WATER FUND

#003

CIBC CD #321	\$ 199,894.81		\$ 2,165.53		\$ -	\$ 2,165.53	\$ 202,060.34
FNBH WATER NEW USER	\$ -	\$ 318.27	\$ 335.23	\$ 333.52	\$ 987.02	\$ 414,277.86	
Monthly Totals	\$ 199,894.81	\$ 318.27	\$ 2,500.76	\$ 333.52	\$ 3,152.55	\$ 616,338.20	

SEWER FUND

#002

TCF #072	\$ 253,610.01				\$ -	\$ 253,610.01	
Chemical Bank #707	\$ 53,876.48			\$ 557.95	\$ 557.95	\$ 54,434.43	
FNBH Sew NOW #6029	\$ 534,094.72	\$ 604.94	\$ 548.73	\$ 478.82	\$ 1,632.49	\$ 535,727.21	
Old National Bank #8030	\$ 200,000.00				\$ 410.67	\$ 200,410.67	
CIBC CDARS #5648	\$ 2,510,346.54	\$ 4,801.57	\$ 4,810.80	\$ 4,664.36	\$ 14,276.73	\$ 2,524,623.27	
Monthly Totals	\$ 3,017,833.03	\$ 5,406.51	\$ 5,359.53	\$ 5,701.13	\$ 16,877.84	\$ 3,568,805.59	
Grand Total		\$ 6,915.37	\$ 9,016.78	\$ 7,162.13	\$ 28,511.48	\$ 6,613,477.76	

1st Qtr (Jul-Sept)	\$ 23,094.28
2nd Qtr (Oct-Dec)	
3rd Qtr (Jan-Mar)	
4th Qtr (Mar-Jun)	
July to June Total	\$ 23,094.28

FISCAL YEAR 2019-20 MARION TOWNSHIP FINANCIAL REPORT

Oct-19

GENERAL FUND CHECKING

Previous Balance	\$	1,188,787.54
Receipts	\$	30,856.34
Interest	\$	844.32
	\$	<u>1,220,488.20</u>
Expenditures	\$	141,464.03
Balance	\$	<u>1,079,024.17</u>

CEMETERY FUND

Previous Balance	\$	822.77
Receipts	\$	2,000.00
Interest		
	\$	<u>2,822.77</u>
Expenditures	\$	945.00
Balance	\$	<u>1,877.77</u>

PARKS & RECREATION FUND

Previous Balance	\$	5,477.71
Receipts	\$	-
Interest		
	\$	<u>5,477.71</u>
Expenditures	\$	1,163.95
Balance	\$	<u>4,313.76</u>

WATER - NEW USER

Previous Balance	\$	413,199.39
Receipts	\$	-
Interest	\$	301.59
	\$	<u>413,500.98</u>
Expenditures	\$	-
Balance	\$	<u>413,500.98</u>

SEWER OPERATING & MANAGEMT

Previous Balance	\$	152,406.03
Receipts	\$	5,587.94
Interest		
	\$	<u>157,993.97</u>
Expenditures	\$	32,372.69
Balance	\$	<u>125,621.28</u>

SEWER - NEW USER

Previous Balance	\$	215,269.03
Receipts	\$	659.05
Interest		
	\$	<u>215,928.08</u>
Expenditures	\$	-
Balance	\$	<u>215,928.08</u>

SPEC ASSESS. FUND

Previous Balance	\$	161,020.72
Receipts	\$	129.77
	\$	<u>161,150.49</u>
Expenditures	\$	326.00
Balance	\$	<u>160,824.49</u>

SUMMARY TOTALS

General Fund	\$	1,079,024.17
Cemetery Fund	\$	1,877.77
Parks & Rec Capital Chk	\$	4,313.76
Water - New User	\$	413,500.98
Sewer Operating & Mana	\$	125,621.28
Sewer - New User	\$	215,928.08
Special Assess. Fund	\$	160,824.49
TOTAL	\$	<u>2,001,090.53</u>

11/04/19

#101 General Fund

Account QuickReport

As of October 31, 2019

Date	Num	Name	Memo	Amount
001 - CASH - GENERAL - FNB				
10/01/2019	10689	Tammy Beal	SEPTEMBER 2019 MILEAGE AND EXPENSES	-281.46
10/01/2019	ATT- OC...		ATT CELL TOWER LEASE PAYMENT OCTOB...	2,281.31
10/01/2019	SEP-DEC...		FIRST NATIONAL BANK MONTHLY CHARGE ...	-30.00
10/02/2019			Deposit	1,458.00
10/03/2019	10691	THINK GREEN WINDOW CLEAN LLC	Power wash, gutters cleaned and windows wash...	-700.00
10/03/2019			Deposit	209.23
10/03/2019	10690	B&L Services	LAWN SERVICES - INVOICE# 1247 9-23-2019	-185.00
10/03/2019	10692	Spicer Group Inc	INVOICE# 198050 MARION ENGINEERING STA...	-1,950.00
10/03/2019	10693	MICHAEL J. KEHOE, P.C.	INVOICES# 3016, 3017	-918.00
10/03/2019	10694	Culligan of Ann Arbor	ACCOUNT 760611 / INVOICE# 565361	-37.25
10/03/2019	10695	Howell Area Parks & Recreation Authority	INVOICE# 208.1001004 HAPRA 4TH QUARTE...	-25,806.25
10/03/2019	10696	PNC Bank	SEPTEMBER 2019 EXPENSES	-249.56
10/03/2019	10697	ANNIELESE BELKNAP	2019 FSA REFUND OF UN-SPENT CONTRIBU...	-209.23
10/07/2019	10701	ALCHIN'S DISPOSAL INC	ACCOUNT# 388465 INVOICE# 9A100006 - RE...	-2,070.00
10/07/2019	10702	FOWLERVILLE NEWS & VIEWS	INVOICE# 38155/ September 2019	-95.00
10/07/2019	10703	JENNA LASSILA	HALL RENTAL REFUND 10/5/2019	-100.00
10/07/2019	10704	NEOFUNDS BY NEOPOST	ACCOUNT# 7900-0444-4962-6229 POSTAGE ...	-250.00
10/07/2019	10705	BS & A SOFTWARE, INC	INVOICE# 124867 - ANIMAL LICENCE SYSTE...	-162.00
10/07/2019	10700	ALERUS PAYMENT SOLUTIONS	VOID: DIVISION# 400381 / PLAN ID# 628223 / ...	0.00
10/08/2019			Deposit	1,000.00
10/08/2019			Deposit	50.00
10/09/2019	10707	B&L Services	LAWN SERVICES 10/8/2019	-185.00
10/09/2019	10708	INTERNAT'L INSTITUTE OF MUNICIPAL ...	IIMC DUES FOR TAMMY BEAL & JESSICA TI...	-280.00
10/10/2019	10698	VOYA Institutional Trust	SEPTEMBER 2019 PAYROLL	-300.00
10/10/2019	10699	Marion Township Flex Fund	SEPTEMBER 2019 PAYROLL	-2,005.32
10/10/2019	76074679	JAMES L. ANDERSON JR.	SEPTEMBER 2019 PAYROLL	-88.10
10/10/2019	76074674	LESLIE D. ANDERSEN	SEPTEMBER 2019 PAYROLL	-390.23
10/10/2019	10101901	TAMMY L. BEAL	SEPTEMBER 2019 PAYROLL	-2,653.00
10/10/2019	10101902	GAIL A. BURLINGAME	SEPTEMBER 2019 PAYROLL	-2,825.73
10/10/2019	10101903	GREGORY L. DURBIN	SEPTEMBER 2019 PAYROLL	-1,074.53
10/10/2019	76074677	LARRY J. FILLINGER	SEPTEMBER 2019 PAYROLL	-92.35
10/10/2019	76074678	EDMUND J. GALUBENSKY	SEPTEMBER 2019 PAYROLL	-92.35
10/10/2019	10101906	LAWRENCE W. GRUNN	SEPTEMBER 2019 PAYROLL	-220.24
10/10/2019	10101907	DAVE HAMANN	SEPTEMBER 2019 PAYROLL	-2,658.38
10/10/2019	10101908	ROBERT W. HANVEY	SEPTEMBER 2019 PAYROLL	-3,672.64
10/10/2019	10101909	KAREN D. HAWKINS	SEPTEMBER 2019 PAYROLL	-2,071.17
10/10/2019	10101910	PATRICIA J. HUGHES	SEPTEMBER 2019 PAYROLL	-1,599.35
10/10/2019	10101911	LOREEN B. JUDSON	SEPTEMBER 2019 PAYROLL	-3,362.14
10/10/2019	76074675	SCOTT R. LLOYD	SEPTEMBER 2019 PAYROLL	-276.58
10/10/2019	10101913	THOMAS A. LLOYD	SEPTEMBER 2019 PAYROLL	-600.13
10/10/2019	10101915	SANDRA J. LONGSTREET	SEPTEMBER 2019 PAYROLL	-2,310.25
10/10/2019	76074676	DANIEL F. LOWE	SEPTEMBER 2019 PAYROLL	-603.70
10/10/2019	10101916	LINDA M. MANSON-DEMPSEY	SEPTEMBER 2019 PAYROLL	0.00
10/10/2019	76074680	BRUCE V. POWELSON	SEPTEMBER 2019 PAYROLL	-92.35
10/10/2019	76074673	CHERYL A. RANGE	AUGUST 2019 PAYROLL	-92.35
10/10/2019	10101919	KITSEY A. RENNELLS	SEPTEMBER 2019 PAYROLL	-2,258.60
10/10/2019	10101920	DUANE M. STOKES	SEPTEMBER 2019 PAYROLL	-2,975.92
10/10/2019	10101921	JESSICA S. TIMBERLAKE	SEPTEMBER 2019 PAYROLL	-2,146.03
10/10/2019	SEP 19 F...		ADP FEE - SEPTEMBER 2019 PAYROLL	-192.95
10/10/2019	SEP 19 T...		TOTAL TAXES FOR SEPTEMBER 2019 PAYR...	-10,665.11
10/10/2019	10706	ALERUS PAYMENT SOLUTIONS	DIVISION# 400381 / PLAN ID# 628223 / #4720-1	-3,531.59
10/10/2019			Deposit	1,222.28
10/10/2019			Deposit	235.00
10/15/2019	10709	FIRE PROTECTION PLUS, INC	INVOICE # 10154 ANNUAL INSPECTION 10-1...	-69.75
10/15/2019	10710	LIV CO CLERKS ASSOC	2019 CLERK'S CHRISTMAS LUNCHEON 12-1...	-40.00
10/15/2019	10711	DTE ENERGY	ACCOUNT# 9100 104 3211 0 - GENERAL OFF...	-526.99
10/15/2019	10712	RECYCLE LIVINGSTON	2019-2020 ANNUAL RENEWAL -SMALL BUSI...	-130.00
10/15/2019	10713	WATER TECH	INVOICE# 45970 ANNUAL ANALYSIS 10-4-2019	-37.00
10/15/2019	10714	Charter Communications	ACT# 8245 12 487 0024359 / INV# 0024359100...	-406.64
10/16/2019	10715	Tri Star Electrical	INVOICE# 2018-4204 OUTDOOR LIGHTING & ...	-3,272.00
10/17/2019			Deposit	775.00
10/21/2019	10716	RACHEL SIMONYI	HALL RENTAL REFUND 10-19-2019	-100.00
10/21/2019	10717	RANDY DAVISON	HALL RENTAL REFUND 10-21-2019	-100.00
10/21/2019	10718	MICHIGAN MUNICIPAL TREASURES AS...	INVOICE# 1894 MMTA 2019 FALL CONFEREN...	-20.00
10/21/2019	10719	Blue Cross Blue Shield of Michigan	GROUP 007017908710 / COVERAGE 11-15-20...	-13,938.36
10/21/2019	10720	Patrica Hughes	OCTOBER 2019 EXPENSES AND MILEAGE	-97.18
10/22/2019			Deposit	17,957.31

11/04/19

**#101 General Fund
Account QuickReport
As of October 31, 2019**

Date	Num	Name	Memo	Amount
10/23/2019	10721	B&L Services	LAWN SERVICES 10/20/2019	-185.00
10/23/2019	10722	STAPLES	ACT# 6389 - 10/07/19 - 10/08/19	-88.19
10/23/2019	ACH-STA...		SEPTEMBER 2019 STATEMENT - NEVER RE...	-269.04
10/23/2019			Deposit	207.10
10/24/2019	10724	Colonial Life	BCN# E4270229 INVOICE# 4270229-1001532	-265.83
10/24/2019	10726	CONSUMERS ENERGY	VOID: ACT# 1000 1974 2632 / 09/13/19 - 10/11/...	0.00
10/24/2019	10725	Colonial Life	VOID: BCN# E4270229 INVOICE# 4270229-10...	0.00
10/24/2019	10727	CONSUMERS ENERGY	ACT# 1000 1974 2632 / 09/13/19 - 10/11/19	-24.47
10/28/2019	10723	JANELL GORDON	HALL RENTAL REFUND 10-27-2019	-100.00
10/28/2019	10728	EDWARD LATSON	October 2019 CLEANING	-300.00
10/28/2019	10729	PNC Bank	ACCOUNT# 0532 - 9/26/19 - 10/17/19	-437.13
10/28/2019	10730	CARLISLE/WORTMAN, Inc.	CLIENT# 266 / INVOICE# 2154734	-297.50
10/28/2019	10731	Spicer Group Inc	INVOICE# 198517 / MARION ENGINEERING S...	-585.00
10/29/2019			Deposit	4,606.79
10/30/2019	10732	GBS INC	INVOICE# 19-37000 - QUALIFYING PETITIONS	-17.53
10/30/2019	10733	AT&T -General	ACT# 517 546 6622 125 8 / INVOICE# 5175466...	-286.26
10/30/2019	10734	MailFinance	CUST.# 01246949 / INVOICE# N7979265	-382.35
10/30/2019	10735	Karen Hawkins	OCTOBER 2019 MILEAGE & EXPENSES	-412.44
10/30/2019	10736	Loreen Judson	OCTOBER 2019 MILEAGE & EXPENSES	-470.56
10/30/2019	10737	Duane Stokes	OCTOBER 2019 MILEAGE & EXPENSES	-303.15
10/30/2019	10738	GAIL A. BURLINGAME	OCTOBER 2019 MILEAGE AND EXPENSES	-116.64
10/30/2019			Deposit	10.00
10/31/2019	10739	DAVID HAMANN		-149.64
10/31/2019	10740	Tammy Beal	OCTOBER 2019 MILEAGE	-56.26
10/31/2019			Deposit	844.32
Total 001 · CASH - GENERAL - FNB				-74,988.41
TOTAL				-74,988.41

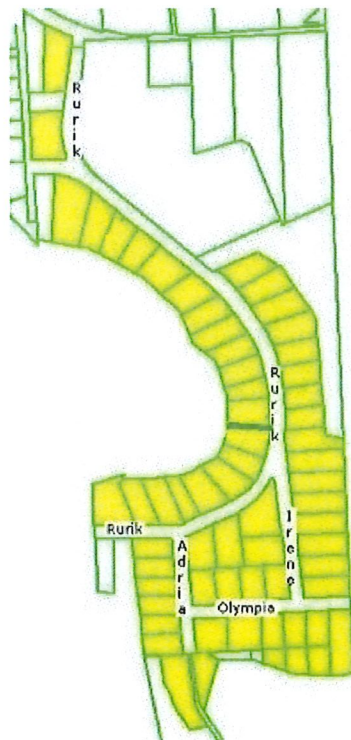
NOTICE OF SPECIAL ASSESSMENT HEARING

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 residents on the following private roads: Rurik, Adria, Olympia, and Irene of the hereinafter described special assessment district, the township board of the Township of Marion proposes to provide snow removal and salting service and to create a special assessment for the recovery of the cost thereof by special assessment against the properties benefited therein.

PLEASE TAKE FURTHER NOTICE that the district within which the foregoing services are proposed and within which the cost thereof is proposed to be assessed is more particularly described as follows:



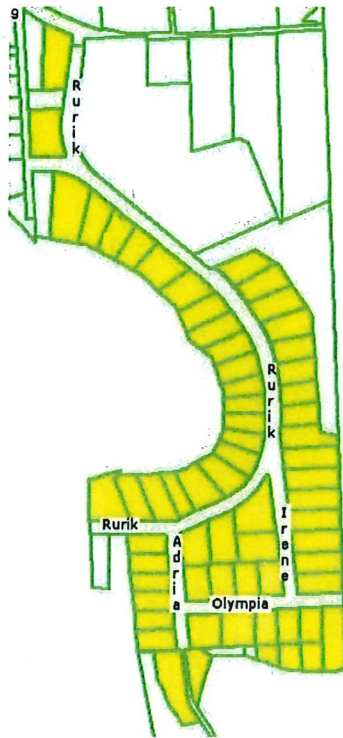
Parcel Numbers		
4710-25-201-001	4710-25-201-038	4710-25-202-024
4710-25-201-002	4710-25-202-001	4710-25-202-025
4710-25-201-003	4710-25-202-002	4710-25-202-026
4710-25-201-004	4710-25-202-003	4710-25-202-027
4710-25-201-008	4710-25-202-004	4710-25-202-028
4710-25-201-012	4710-25-202-005	4710-25-202-029
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	

PLEASE TAKE FURTHER NOTICE that the township board has received an estimate of the costs of such service in not to exceed \$6,000.00 per year, has placed it on file with the township clerk, and has passed a resolution tentatively declaring its intention to make the improvement and to create the special assessment district. Annual redeterminations of costs will be made without further notice.

PLEASE TAKE FURTHER NOTICE that said estimates of cost and proposed special assessment district may be examined at the office of the township clerk from the date of this notice through the date of the public hearing and may be examined at such public hearing.

**RESOLUTION SCHEDULING HEARING ON THE CREATION OF
RURIK, IRENE, OLYMPIA, ADRIA DRIVES SNOW REMOVAL
SPECIAL ASSESSMENT DISTRICT**

BE IT HEREBY RESOLVED the township board does hereby tentatively declare its intent to provide snow removal service to the following described area in Marion Township



Parcel Numbers		
4710-25-201-001	4710-25-201-035	4710-25-202-024
4710-25-201-002	4710-25-201-036	4710-25-202-025
4710-25-201-003	4710-25-202-001	4710-25-202-026
4710-25-201-004	4710-25-202-002	4710-25-202-027
4710-25-201-008	4710-25-202-003	4710-25-202-028
4710-25-201-037	4710-25-202-004	4710-25-202-029
4710-25-201-038	4710-25-202-005	4710-25-202-032
	4710-25-202-006	4710-25-202-033
4710-25-201-012	4710-25-202-007	4710-25-202-034
4710-25-201-013	4710-25-202-008	4710-25-202-035
4710-25-201-015	4710-25-202-009	4710-25-202-036
4710-25-201-016	4710-25-202-010	4710-25-202-038
4710-25-201-018	4710-25-202-011	4710-25-202-039
4710-25-201-019	4710-25-202-012	4710-25-202-040
4710-25-201-021	4710-25-202-013	4710-25-202-050
4710-25-201-022	4710-25-202-014	4710-25-202-052
4710-25-201-025	4710-25-202-015	4710-25-202-054
	4710-25-202-016	4710-25-400-007
4710-25-201-028	4710-25-202-017	4710-25-400-018
4710-25-201-027	4710-25-202-018	4710-25-400-019
4710-25-201-032	4710-25-202-019	
4710-25-201-034	4710-25-202-020	

BE IT FURTHER RESOLVED that the township board does tentatively designate the special assessment district against which the costs of the service is to be placed as Rurik Snow Removal District which shall include the lands and premises more particularly described above.

BE IT FURTHER RESOLVED that a hearing on any objections to the service, to the cost, and to the special assessment district proposed to be established for the assessment of the cost of such service, shall be held on November 14, 2019 at a regular meeting of the township board at the Marion Township Hall, 2877 West Coon Lake Road, Howell MI 48843, commencing at 7:30 PM.

BE IT FURTHER RESOLVED that the clerk is instructed to give the proper notice of such hearing by mailing and publication in accordance with law and statute provided.

BE IT FURTHER RESOLVED that all resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are hereby rescinded.

Roll call vote:

I, the undersigned, the duly qualified and acting Clerk for the Township of Marion, Livingston County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Board of Trustees at a meeting held on the 24th day of October, 2019, and further certify that the above Resolution was adopted at said meeting.

Marion Township Clerk

Date

PLEASE TAKE FURTHER NOTICE that a public hearing on the district and estimate of costs will be held at the Marion Township Hall at 2877 W. Coon Lake Road, Howell, Michigan, commencing at 7:30 p.m. on November 14, 2019.

At the hearing, the board will consider any written objections to any of the foregoing matters filed with the board at or before the hearing, as well as any revisions, corrections, amendments, or changes to the estimates and costs or special assessment district.

Property owners and parties with an interest in property to be assessed or an agent for the party must appear and protest at the hearing to be eligible to appeal the amount of the special assessment to the Michigan Tax Tribunal.

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



MARION TOWNSHIP

mariontownship.com

RESOLUTION ON RURIK, IRENE, OLYMPIA, ADRIA DRIVES SNOW REMOVAL SPECIAL ASSESSMENT DISTRICT

WHEREAS, the township board of Marion Township acting in the interest the residents of Rurik, Irene, Olympia, and Adria Drives and of the proposed special assessment district described hereinafter, determined to proceed under the provisions of PA 188 of 1954, as amended, to provide snow removal and salting 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 November 14, 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:

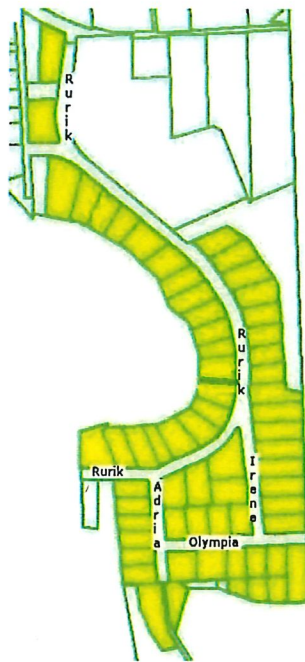
Parcel Number	Frontage	% Frontage	Owner Name
---------------	----------	------------	------------

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

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 snow removal and salting service and total cost estimate not to exceed \$6,000.00 per year.
2. That this township board does hereby create, determine and define as a special assessment district to be known as Rurik, Irene, Olympia, and Adria Drives Special Assessment District within which the costs of such improvements shall be assessed according to the benefits, the following described area within said township:



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	

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.

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.

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
62								
6000	48.000	6000.00	7349	100.0	0.0	0.0		

The annual amount assessed shall be the actual amount expended

Robert W. Hanvey, Supervisor

Tammy L Beal, Clerk

MEMO

To: Marion Township Board
From: Bob Hanvey
Subject: Parker Drive Road Maintenance SAD
Date: November 14, 2019

As suggested by the Township Board, we have been working on a case by case basis to evaluate conditions for Special Assessment Districts for existing, unapproved private roads. Parker Drive is the road we started with because the people who maintained the road in the past are moving away.

We invited all the property owners that use Parker Drive to an informal meeting at the township hall. About 25% of the property owners attended and we explained the Special Assessment process to them. Attached to this memo is a document prepared by property owner Mike Dobbs that summarizes the results of that meeting and lays out a plan for maintenance of the road.

The property owners who attended the meeting were in agreement that a Special Assessment District would be preferred to a Road Maintenance Agreement. They also agreed that there was no need to have the road declared "An approved private road."

In order to implement the SAD process in time for this season, I am suggesting that we hold both of the required public hearings on December 12, 2019.

Also attached to this memo are:

A proposed assessment roll

A proposed resolution to schedule the public hearing to create the SAD

A proposed resolution to schedule the public hearing on the roll

A map showing the parcels that are proposed to be included in the district

The proposed roll has 39 parcels, there are six owners that own two contiguous parcels each (indicated by the blue lines on the map) which results in 33 shares for the district.

Date 10/17/2019

By Mike Dobbs

Background - The residents that attended the Oct 17th meeting stated a preference for a 'resident managed' road maintenance agreement that would be funded through a Special Assessment District.

The attendees that live on Cedar Point opted out, as they already have contracted for services.

Revision Date **1 November 2019**

Subject **Parker Drive - Road Maintenance Plan**

POC **Mike Dobbs, 260-402-9627 (call or text)**

Scope

This maintenance plan is limited to Parker Drive, starting from the intersection of Parker Drive & Cedar Point Road, to roughly 100 feet west of the driveway to 4720 Parker Dr and to Pine Street (has a street sign). The maintenance plan does not include the numerous unlabeled shared driveways that come off Parker Drive.

- The section of Parker Drive that will be maintained is approximately 2800 feet long and averages approximately 14 feet wide.
- Pine Street is roughly 150 long.

Snow Removal

The road will be plowed when a snowfall event exceeds **3 to 4 inches** as recorded at Marion Township Hall. The driveways on the lake side shall be opened backup after plowing. From time to time drifting may occur, and a call will be made to the plowing contractor by the designated road maintenance coordinator. The road shall be cleared within 24 hours

- The cost quoted by Dalton Haslock is \$115 per event. The plow operator will arrive between 9:30am and 10am.
- The 2020 budget for snow plowing should cover **6 snow events**.

Grading

The road will be graded, on about the same schedule as the County grades the public section of Cedar Lake Rd. The recommended interval is every 4 weeks.

- The NTE budget for grading is \$ xxx

No dust control products will be applied.

Road Repair(s)

2020 - In 2020 we propose to stabilize specific sections with a layer of #2 gravel to establish a base (depth is to be determined based on the softness) and compacted if possible, then 2 or so inches of #53 gravel to lock the #2's in place, and a 2 inch topping of road gravel.

There are specific sections of the Parker Dr that are known to become extremely soft in the spring. These sections are approximately 100 foot in length (each).

- Section 1 – adjacent to xxxx Parker Dr.
- Section 2 - adjacent to xxxx Parker Dr.

The estimated cost to stabilize these specific sections is \$ xxx (each).

2021 – We may consider applying appropriate aggregate down the full length of Parker Dr.

24 Oct update Request for Quotes & Responses

K B Road Grading, 810-220-3373. Brent Dr was regraded \$520, then applied 22A \$2983, spread \$600. No quote received as of 11/1/2019

Fred Bond, snow plowing services only, 810 559 9800, BV006@yahoo.com , lives on Bentley Lk & Cedar Point. Quoted \$2800 per season, unlimited plowing, will do a pass in the morning and again in the evening.

Dalton Haslock, 517-202-0159. Does Brent Drive (which is longer than Parker) for \$150 per event. Can arrive our location between 930 and 10am. Parker Dr quoted at \$115 per event including Pine Street.

Northville Construction, 734-878-6800, located in Howell. Does Loves Dr off Cedar Lake Rd. No quote received as of 11/1/2019.

Big Barneys, dust control,

Local Monitors

Folks who have offered to monitor local conditions and contact the “Maintenance Manager” to initiate action.

Note: This list will be shortened to 2 people.

- Bryson *last name*
- Anthony Galofaro
- Shannon's *husband (I'll get his name)*

Proposed Assessment Roll for

Parker Drive Road Maintenance

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

Total Shares

33.00

RESOLUTION SCHEDULING HEARING ON THE CREATION OF
PARKER DRIVE ROAD MAINTENANCE
SPECIAL ASSESSMENT DISTRICT

BE IT HEREBY RESOLVED the township board does hereby tentatively declare its intent to provide road maintenance service to the following described area in Marion Township



Parcel
Numbers

- 4710-28-300-001
- 4710-28-300-013
- 4710-28-302-092
- 4710-28-302-093
- 4710-28-302-013
- 4710-28-302-004
- 4710-28-302-021
- 4710-28-302-012
- 4710-28-302-055
- 4710-28-302-028
- 4710-28-302-084
- 4710-28-300-004
- 4710-28-302-067
- 4710-28-300-005
- 4710-28-302-024
- 4710-28-302-097
- 4710-28-300-003
- 4710-28-300-006
- 4710-28-302-011
- 4710-28-302-036
- 4710-28-302-037
- 4710-28-302-032
- 4710-28-302-033
- 4710-28-302-087
- 4710-28-302-025
- 4710-28-302-091
- 4710-28-302-009
- 4710-28-302-099
- 4710-28-300-012
- 4710-28-300-014
- 4710-28-302-075
- 4710-28-302-015
- 4710-28-302-100
- 4710-28-302-027
- 4710-28-302-090
- 4710-28-302-096
- 4710-28-302-098
- 4710-28-302-088

BE IT FURTHER RESOLVED that the township board does tentatively designate the special assessment district against which the costs of the service is to be placed as Parker Drive Road Maintenance District which shall include the lands and premises more particularly described above.

BE IT FURTHER RESOLVED that a hearing on any objections to the service, to the cost, and to the special assessment district proposed to be established for the assessment of the cost of such service, shall be held on December 12, 2019 at a regular meeting of the township board at the Marion Township Hall, 2877 West Coon Lake Road, Howell MI 48843, commencing at 7:30 PM.

BE IT FURTHER RESOLVED that the clerk is instructed to give the proper notice of such hearing by mailing and publication in accordance with law and statute provided.

BE IT FURTHER RESOLVED that all resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are hereby rescinded.

Roll call vote:

I, the undersigned, the duly qualified and acting Clerk for the Township of Marion, Livingston County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Board of Trustees at a meeting held on the 24th day of October, 2019, and further certify that the above Resolution was adopted at said meeting.

Marion Township Clerk

Date

RESOLUTION SCHEDULING A HEARING ON THE ROLL FOR
PARKER DRIVE ROAD MAINTENANCE
SPECIAL ASSESSMENT DISTRICT

The Marion 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.

The actual amount of the assessment will be annually redetermined based on actual costs and assessed without further notice.

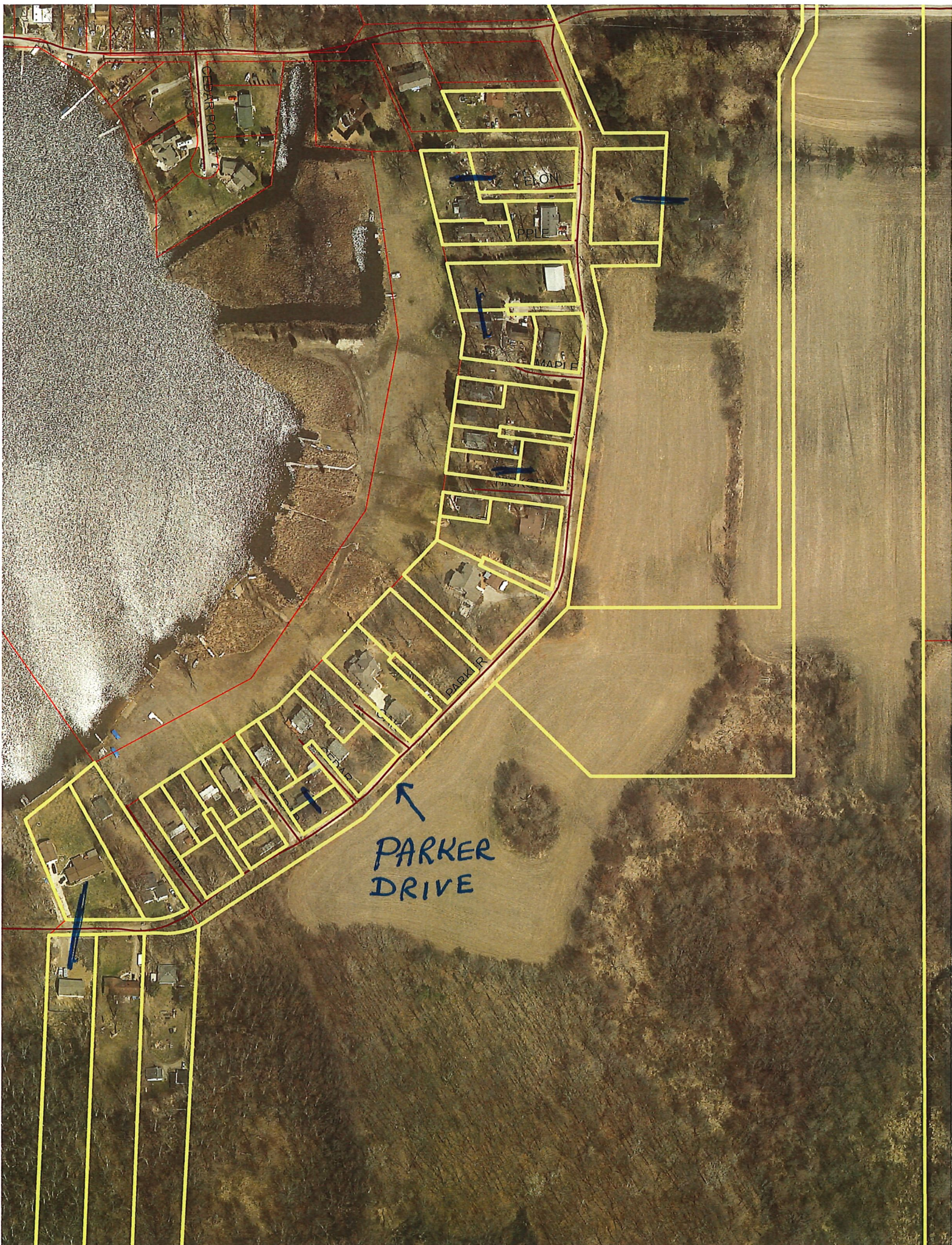
All resolutions and parts of resolutions insofar as they conflict with the provisions of the within resolutions be and the same are hereby rescinded.

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.



CEDAR POINT

ELON

PPI E

MAPI E

DARY R

PARKER DRIVE



MEMO

To: Marion Township Board
From: Bob Hanvey
Subject: Purchase offer for Lucy Road (Darakjian) Property
Date: November 14, 2019

Attached is an unsolicited purchase offer for both parcels owned by the Township.

See the note on the bottom of page 4:

The offer is on a Berkshire Hathaway document but the Township will not be responsible for a commission to them.

The sale does not include any sewer or water REUs.



BERKSHIRE HATHAWAY | Heritage Real Estate HomeServices

Brighton Office: 810-227-1311
Howell Office: 517-546-6440
Fowlerville Office: 517-223-0100

Listing Office: _____ NA
Office ID: _____ Office Phone: _____
Listing Agent: _____
Agent ID: _____ Agent Phone: _____
Agent Email: _____

Selling Office: _____ NA
Office ID: _____ Office Phone: _____
Selling Agent: _____
Agent ID: _____ Agent Phone: _____
Agent Email: _____

Contract Parties:

Seller: _____ Marion Township
Purchaser: _____ Vern Brockway
Purchaser's Current Address: _____

1. The Purchaser hereby offers and agrees to purchase, subject to easements and restrictive covenants of record, the following property located in the City/Village/Township of Marion County of Livingston Michigan described as follows: (legal) metes and bounds 59 +/- acres and 29 + acres

Also known as: (address) _____ V/L Lucy Rd Tax ID# _____ TBD

Together with all fixtures and appurtenances in or on the premises (unless specifically exempted herein) including, if any, plumbing, heating and electrical fixtures, lighting fixtures, shades, blinds, drapery hardware, curtain rods, attached mirrors, ventilating fixtures, screens, storm doors and windows, water softener (rental units excluded), built-in kitchen equipment, heating unit including wood stove, attached fireplace doors and screens, gas logs and grates, attached humidifiers, attached generators, attached speakers, water pumps, pressure tanks, water treatment systems, stationary laundry tubs, attached shelving and cupboards, central vacuum and attachments, awnings, all TV antennae, garage door opener(s) including transmitter(s), landscaping, fences, mailboxes, flag pole, gas, oil and mineral rights owned by the Seller, as well as the following personal property for which a Bill of Sale shall be given.

Including: _____

Excluding: _____

And to pay, therefore, the sum of \$ 250,000.00 Two Hundred Fifty Thousand Dollars

Unless otherwise noted, Seller shall deliver a warranty deed conveying marketable to Purchaser at closing.

2. This offer is made subject to financing terms and satisfactory completion of the following conditions as marked:

Cash Sale: Payment of purchase money to be made by wire transfer or certified funds.

Cash Sale with New Mortgage: This agreement is contingent upon the Purchaser being able to secure a _____ mortgage in the amount of \$ _____ for a term of _____ years and to pay \$ _____ down plus mortgage costs, prepaid items and adjustments in cash. Purchaser further agrees to apply for said mortgage within _____ calendar days from acceptance of this offer at Purchaser's own expense and shall comply with all requirements of said lending institution in a timely manner. If a loan approval from the lending institution cannot be obtained at no fault of the Purchaser within _____ calendar days from the date of acceptance, this offer can be declared void and the deposit shall be returned to Purchaser. Receipt of loan approval from the lending institution within the time limit will eliminate this contingency.

Other Finance Options- See attached financing addendum

Page 1 of 5 (10/16)

Purchaser's Initials [VB] / _____ Seller's Initials _____ / _____

3. Earnest Money: The Broker is hereby authorized to present this offer and the deposit of \$ 1,000.00 in the form of Cash Check# _____ Other _____ to be held by the ~~Selling Broker~~ under the rules promulgated under Michigan Real Estate License Law. In accordance with the real estate laws in the state of Michigan, the earnest money must be deposited in a trust account within 2 business days after final acceptance of offer. The earnest money deposit will be applied to the purchase price at closing. ~~If deposit is by check and is being refunded to the Purchaser, it will be refunded within 10 business days after being deposited into Broker's account.~~ Broker: Berkshire Hathaway HomeServices Heritage Real Estate

v B

By _____ na

This is a cooperative sale with _____ na and commission will be paid to the Selling Broker as offered by Listing Broker in MLS# _____ na

4. Property Inspection(s): Purchaser shall have the option for 0 calendar days after acceptance of this agreement to have the property inspected and tested by an inspector(s) of Purchaser's choice and at Purchaser's expense. If not satisfied with the results of the inspection(s) and/or test(s), the Purchaser shall notify the Seller in writing specifying any defective or unsatisfactory condition(s) no later than _____ days after each test result or inspection report is received. If no written notice of a defective condition is received or no inspection or test is held within the allotted time, the right to inspect shall be deemed waived and the Purchaser shall accept the property 'as-is'. In the event of a timely and valid notice of defect or unsatisfactory test result, Purchaser shall have the option to request the Seller to remedy the defect to the Purchaser's satisfaction, building code, health and/or environmental standards or terminate this agreement with full refund of earnest money deposit to the Purchaser. In the event the Purchaser requests a correction of the defect, Seller has the option to correct the defect as outlined above. If Seller does not agree to correct the defect, Purchaser may accept the property 'as-is' or terminate this agreement with full refund of earnest money to Purchaser.

5. Property Inspection Waiver: Purchaser to initial if he/she does not desire to obtain an inspection of the property. Purchaser acknowledges that the Realtor/Broker has strongly recommended that Purchaser obtain an inspection of the property by a licensed/certified contractor/inspector. _____ / _____

6. City Certification or Point of Sale: If the municipality in which the property is located requires a Health Department, Building Department or other agency inspection prior to a sale, Seller will pay for necessary inspections and required repairs and/or replacements, if any, to obtain written approval of the municipality.

7. Title Insurance: Seller shall provide to the Purchaser, at Seller's expense, an owner's policy of title insurance in the amount of the purchase price with standard exceptions without standard exceptions expanded policy, if available. If a staked/boundary survey is required Purchaser Seller to pay the cost. If a mortgage report is required the Purchaser will pay the cost to obtain. Seller will apply for a commitment of title insurance within 7 calendar days after the final date of this agreement. Upon receipt of the commitment, Purchaser shall have 7 calendar days to provide Seller with written notice of any objections. Seller will then have 30 calendar days after receiving written notice to remedy the claimed defects. If the Seller is unable to remedy the defects within 30 calendar days, this agreement may be terminated and the earnest money deposit returned to Purchaser or extended by mutual agreement. A mortgage title insurance policy will be the Purchaser's expense. The owner's title commitment is to be marked up and updated to the date of closing.

8. Prorated Items: All taxes and assessments which have become a lien upon the land as of the date of this agreement and are now due and payable, whether recorded or not recorded, shall be paid by the Seller. At consummation of sale, any such taxes covering the current taxing period (ie: the period in which the date of closing will fall) shall be prorated and adjusted as of the date of closing in accordance with the standard practice of the area in which the property is located on a 365-day basis. Unless otherwise agreed, interest, rents, insurance, condominium or association dues, fees and other items to be prorated and adjusted in a like manner. Escrow Agent shall retain \$300.00 from the Seller at closing for final water/sewer charges to date of occupancy. When the final bill is paid, any unused portion shall be returned to the Seller. Any deficiencies in the amount withheld shall be paid by Seller.

Purchaser's Initials v B / _____ Seller's Initials _____ / _____

9. Possession: To be given on or before at e1 days after closing subject to the rights of tenants, if any. From the day after closing through the day of vacating the property as agreed, Seller shall pay as indicated 0 per day. The Escrow Agent shall retain from the amount due Seller at closing an amount equal to 0 days of said occupancy charge, paying the Purchaser the amount due and returning to seller the unused portion as determined by date property is vacated and keys surrendered to Listing Broker. The parties acknowledge that the Brokers have no obligation implied or otherwise guaranteeing that the premises are vacated on the date specified or for the condition of the premises, etc. Escrow Agent shall retain and hold in escrow \$ 0.00 from amount due Seller at closing as a damage deposit which will be released upon written agreement by Purchaser and Seller.

10. Default: Willful failure to perform by Seller or Purchaser shall be an event of default under this agreement. If Purchaser defaults, Seller may, at Seller's option, pursue all available legal and equitable remedies or terminate the Agreement and seek forfeiture of the deposit as liquidated damages. If Seller defaults, Purchaser may pursue all available legal and equitable remedies and may also terminate the Agreement and seek a refund of his/her deposit. A Mutual Release of Purchase Agreement must be signed by all parties prior to the disbursement of earnest money deposits. In the event of a dispute over ownership of deposit, Broker shall not release earnest money to either party. However, Broker may turn monies over to the courts for interpleading. Seller and Purchaser agree that Listing and Selling Brokers and their Salespeople shall not be made parties to any action taken to enforce or terminate this Agreement.

11. Fees or Considerations: Purchaser and Seller hereby acknowledge notice of the fact that Broker may accept a fee or consideration with regard to the placement of a mortgage, life, fire, theft, title, home warranty insurance or other casualty or hazard insurance arising from this transaction and expressly consents hereto as required by the provisions of rules promulgated under Michigan Real Estate Licensing Law.

12. Closing Costs: Unless otherwise provided in this agreement, it is agreed that Seller shall pay all state and county transfer taxes and costs required to convey clear title. Unless otherwise provided in this agreement, Purchaser shall pay the cost of recording the deed and/or security interest and all mortgage costs required by lender. In addition, Purchaser shall pay a Transaction Fee to the selling office of \$295.00. Purchaser shall pay any closing fee that may be charged in the event the title insurance company prepares closing documents and/or closes the sale. Seller shall pay all fees associated with transfer and/or status letter charged by the homeowner's or condominium association.

13. Entire Agreement: This agreement supersedes any and all understandings and agreements. Both parties agree that neither party has relied on any representation of the Brokers, his/her Salespeople or Broker's agents concerning the fitness and condition of the property and for the performance of the contract and hold harmless the real estate offices and agents for any adverse conditions.

14. Condition: Until possession is delivered, Seller agrees to keep the property in substantially the same condition as of the date of this agreement and agrees to maintain heating, well, septic, plumbing, electrical systems, landscape irrigation systems and other equipment in normal working order, to keep the roof watertight and maintain the grounds. Seller further agrees to keep all utility services operating until the date possession is delivered. In the event the property has been winterized, it shall be the obligation and expense of the Seller to de-winterize the property prior to closing. The Purchaser has the right to a final walkthrough inspection of the premises within 72 hours prior to closing.

15. Release: Purchaser and Seller acknowledge that the real estate Brokers and Agents have made no representations concerning the condition of the property covered by this agreement and the marketability of title. Purchaser and Seller release the Listing Broker and Selling Broker and their respective agents, employees, attorneys and representatives with respect to all claims arising out of or related to this agreement, any addendums or counteroffers; all claims arising from any purported representations as to the physical and environmental condition of the property covered by this agreement or the marketability of title; and all claims arising from any special assessments and/or utility bills which have been or may in the future be charges against the property covered by this agreement and in addition, agree to indemnify and hold harmless the Listing Broker and Selling Broker from any and all claims related to those matters.

Purchaser's Initials VB / _____ Seller's Initials _____ / _____

16. Limitation: Purchaser and Seller agree that any and all claims or lawsuits which they have against the Listing Broker and its agents and Selling Broker and its agents relating to their services must be filed no more than six (6) months after the date of closing on the transaction described in this agreement. Purchaser and Seller waive any statute of limitations to the contrary.

17. Principle Residence Exemption: Purchaser and Seller are aware that they must rescind the Principle Residence Exemption on their present home (when applicable) and file for the exemption on their new home. If the property currently has a principle residence exemption, the Seller will not rescind the exemption prior to closing. Even though Seller agrees not to rescind the homestead exemption prior to closing, it is the Purchaser's obligation to verify with the municipality that the exemption is in effect. When purchasing a non-homestead or new construction home, Purchaser must own, occupy and file necessary forms with the local assessor's office in order to claim the exemption. Broker recommends Purchaser and Seller obtain specific information from assessor in the municipality in which the property is located. Purchaser and Seller assume all responsibility and liability for filing of affidavits and/or verification of status as to principle residence exemption and agree to release and hold Broker harmless from all such liability. Purchaser acknowledges that he/she has been advised that taxes may not remain the same as they are currently.

18. Electronic Signatures, Email/Fax Counterparts: The parties agree that the offer, any counteroffer and/or acceptance of any offer or counteroffer may be delivered by use of electronic signatures, emails or fax and that the signatures, initials and modifications shall be deemed valid and binding upon the parties as if their original signatures, initials and modifications were present on the documents in the handwriting of each party. Neither party shall assert the Statute of Frauds or non-enforceability or invalidity of the contract because of electronic signatures, email or fax copies being used and both parties specifically waive or relinquish such defense. This agreement may be signed in any number of counterparts with the same effect as if the signature of each counterpart were upon the same instrument.

19. Additional Conditions- Mark as applicable:

Subject property abuts a private road which has not been accepted as a public road and is not required to be maintained by the county road commission or other public or municipal body. Seller to provide Private Road Maintenance Agreement.

The closing of this sale shall take place on or before 11/15/2019.

Lender Pre-Qualification is attached FHA or VA financing addendum required.

Seller's Disclosure attached Lead-Based Paint Disclosure attached Agency Disclosure attached

Attorney review of contract language within _____ days from final acceptance.

Fuel in tank(s) is *included* in the sale price. Fuel in tank(s) is *not included* in the sale price.

This offer is void if not accepted by _____.

This offer is contingent on the sale of the Purchaser's home (see attached addendum).

This offer is contingent on the closing of the sale of the Purchaser's home by _____.

Home Warranty to be paid for by Seller Purchaser and registered by BHHS Heritage Real Estate (see attached).

At closing, Seller agrees to contribute up to \$_____ or _____% of the purchase price toward Purchaser's closing costs, pre-paid items, property tax prorations, escrows, insurance and/or any other fees allowable by lender.

Other:

Marion Township to retain all sewer and water REU's.
No commission will be paid to BHHS Heritage Real Estate.
EMD to be held by the title company.

Page 4 of 5 (10/16)

Purchaser's Initials VS / _____

Seller's Initials _____ / _____

TIME IS OF THE ESSENCE. THIS IS A LEGAL AND BINDING CONTRACT AND ALL PARTIES ACKNOWLEDGE THAT THEY HAVE BEEN ADVISED TO HAVE AN ATTORNEY REVIEW THE TRANSACTION ON THEIR BEHALF.

Purchaser Signature: By his signature below, Purchaser makes the foregoing offer to Seller and acknowledges receipt of a copy of this offer.

Witnessed by: _____ Purchaser Signature:  Date: 10/22/2019
10/22/2019 4:16:57 PM EDT

Date: _____ Print Name: Vern Brockway Time: _____

Purchaser Signature: _____ Date _____

Print Name: _____ Time: _____

Seller Acceptance: By his signature below, Seller agrees to be bound by and acknowledges receipt of a copy of this Agreement. Seller directs that no further offers be presented after acceptance of this offer.

Witnessed by: _____ Seller Signature: _____ Date _____

Date: _____ Print Name: _____ Time: _____

Seller Signature: _____ Date _____

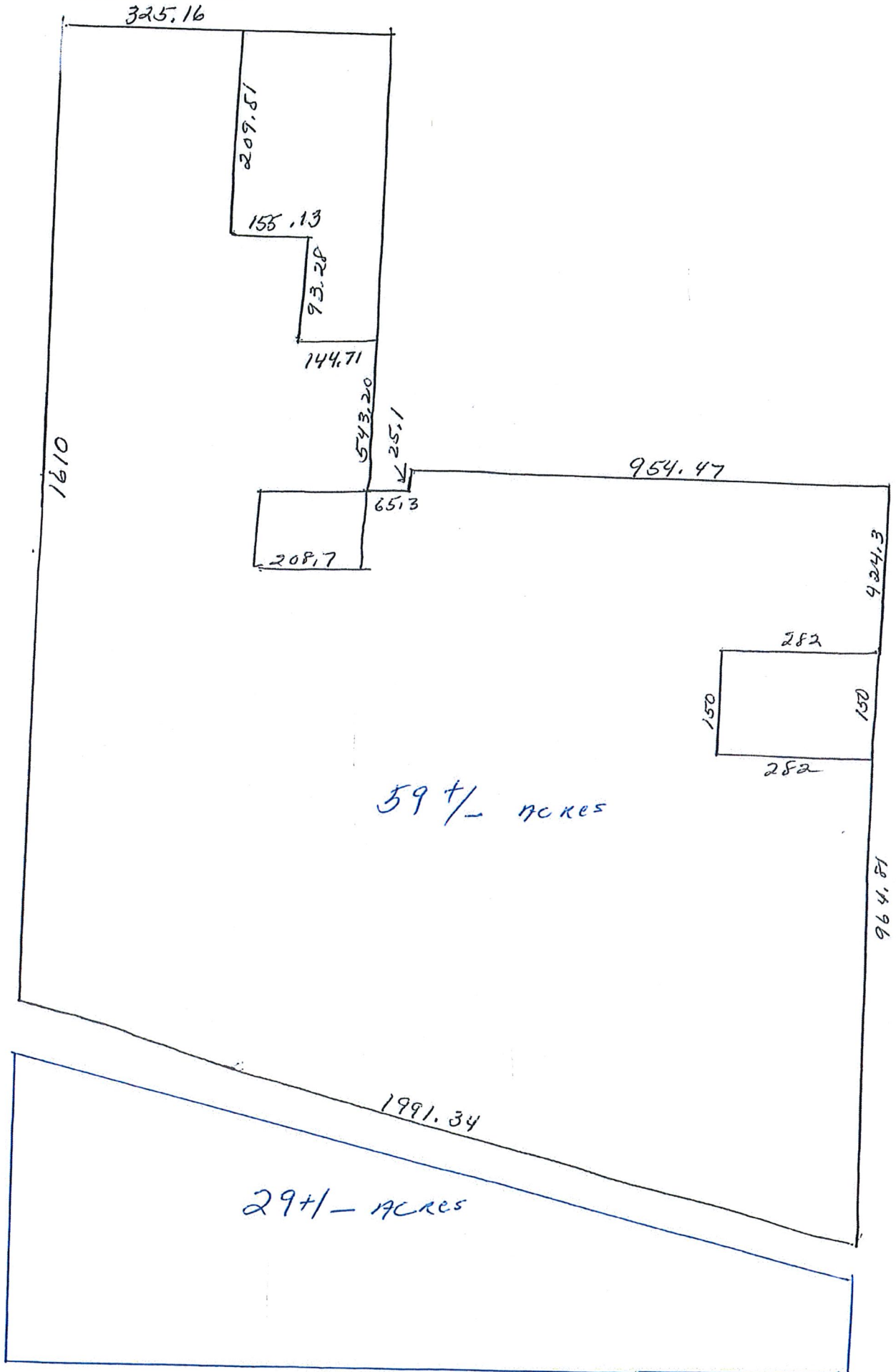
Print Name: _____ Time: _____

Counteroffer Time Limit: Counteroffer made by Seller shall be valid until (Date) _____ (Time) _____

If said counteroffer is not acceptable and notice is given to Listing Agent within said date and time, this offer will become Null and Void and all deposit monies will be refunded to the Purchaser.

Final Acceptance: The undersigned Purchaser hereby acknowledges this receipt of the Seller signed acceptance of the foregoing purchase agreement.

Date: _____ Purchaser: Vern Brockway Purchaser: _____



MEMO

To: Marion Township Board
From: Bob Hanvey
Subject: Aerial Photographs of Marion Township
Date: November 14, 2019

Attached is the Letter of Intent to partner with Livingston County governmental agencies to get new photos of the Township. The attached spreadsheets show an approximation of how the costs could be shared. The exact figures will be developed after all the units have made their final selections.

We use these images on an ongoing basis for assessing, zoning, and sometimes voting. We also use them to answer a variety of questions from residents.

The first step is to decide if we want to continue to participate with the County in this project.

If we decide to participate then we need to select the quality level of the photographs. There are several sample pages attached that show the difference between three levels of resolution.

Letter of Intent to Become a Partner in the
2020 Aerial Acquisition

Livingston County plans to partner with the State of Michigan to acquire high resolution imagery for the year 2020. Based on the Concept Plan for this flight

_____, intends to become a partner in this project.
(agency name)

More information about Michigan Statewide Authoritative Imagery & Lidar (MiSAIL) Program can be found on the State's website.

https://www.michigan.gov/som/0,4669,7-192-78943_78944_78949_78952_63834---,00.html

Project Cost: We understand that the total cost for Livingston County's portion of this project will be between \$63,000 and \$175,000, based on final photography specifications. Costs will be shared among local unit partners based on area, population and parcel count for 6 inch imagery or imagery specifications for the 3 inch buy-up option. If my unit requests the 3 inch resolution buy-up option, cost shares with contiguous units will need to be recalculated by LC GIS, our contribution being based on the tile geography specified under the MiSAIL Program. We also understand that this amount for each partner may vary based on the total number of partners. A document showing the current projected costs for each partner is attached.

The partners will jointly own imagery, distribution to others will follow guidelines defined by Sections 7 and 8 of the Intergovernmental Agreement for Access to G.I.S. Data.

Authorizing signature _____
Has the authority to sign contracts and to commit agency funds.

Title _____

Date _____

We would like the 6 inch resolution option.

We would like the 3 inch resolution buy-up option.

APPROVED AS TO FORM FOR COUNTY OF LIVINGSTON:
COHL, STOKER & TOSKEY, P.C.
By: MATTIS D. NORDFJORD
On: October 30, 2019

LIVINGSTON COUNTY 2020 ORTHOIMAGERY PROJECT
 PARTNER WITH THE STATE OF MICHIGAN (MISAIL PROGRAM)
 COST PER PARTNER FOR BUY-UP OPTION (6 INCH OR 3 INCH RESOLUTION IMAGERY)

6 INCH COST ESTIMATE							
	AREA	POPULATION	PARCELS	AREA	POPULATION	PARCELS	AVERAGE
COHOCTAH	38.56	3,317	1,871	\$ 2,018.60	\$ 1,000.49	\$ 1,121.95	\$ 1,380.35
CONWAY	41.03	3,546	1,844	\$ 2,147.69	\$ 1,069.57	\$ 1,105.76	\$ 1,441.01
FOWLERVILLE	2.69	2,886	1,011	\$ 140.83	\$ 870.49	\$ 606.25	\$ 539.19
HANDY	34.30	5,120	2,678	\$ 1,795.61	\$ 1,544.33	\$ 1,605.87	\$ 1,648.60
HOWELL TWP	29.82	6,702	3,417	\$ 1,560.89	\$ 2,021.50	\$ 2,049.02	\$ 1,877.14
IOSCO	37.22	3,801	2,060	\$ 1,948.18	\$ 1,146.48	\$ 1,235.29	\$ 1,443.32
MARION	34.52	9,996	5,079	\$ 1,807.35	\$ 3,015.05	\$ 3,045.64	\$ 2,622.68
PINCKNEY	2.91	2,427	1,043	\$ 152.57	\$ 732.05	\$ 625.44	\$ 503.35
PUTNAM	32.73	5,821	3,160	\$ 1,713.46	\$ 1,755.77	\$ 1,894.91	\$ 1,788.04
TYRONE	36.77	10,020	4,301	\$ 1,924.71	\$ 3,022.29	\$ 2,579.11	\$ 2,508.71
UNADILLA	37.89	3,366	2,208	\$ 1,983.39	\$ 1,015.27	\$ 1,324.04	\$ 1,440.90
TOTAL	328.44	57,002	28,672	\$ 17,193.29	\$ 17,193.29	\$ 17,193.29	\$ 17,193.29
COST SPLITS	\$ 52.35	\$ 0.30	\$ 0.60				

3 INCH COST ESTIMATE				
CVT	SQ MI	COST SHARE	COST %	EST. COST
BRIGHTON CITY	4.04	\$ 999.64	1%	\$ 942.68
BRIGHTON TWP	35.20	\$ 8,719.12	12%	\$ 8,222.29
DEERFIELD TWP	39.91	\$ 9,885.38	14%	\$ 9,322.09
GENOA TWP	38.34	\$ 9,496.63	14%	\$ 8,955.49
GREEN OAK TWP	40.80	\$ 10,107.52	14%	\$ 9,531.57
HAMBURG TWP	38.11	\$ 9,441.09	13%	\$ 8,903.12
HARTLAND TWP	42.15	\$ 10,440.74	15%	\$ 9,845.80
HOWELL CITY	7.17	\$ 1,777.15	3%	\$ 1,675.88
OCEOLA TWP	37.66	\$ 9,330.02	13%	\$ 8,798.37
TOTAL	283.37	\$ 70,197.29	100%	\$ 66,197.29

COUNTYWIDE PARTNERS	
LIVINGSTON COUNTY GIS	\$ 5,000.00
LC ROAD COMMISSION	\$ 5,000.00
LIVINGSTON COUNTY DRAIN	\$ 5,000.00
TOTAL	\$ 15,000.00

COST FOR BUY-UP OPTIONS PER SQMI	
3 INCH PIXEL RESOLUTION = \$247.72 (AREAS > 100 SQMI)	
3 INCH PIXEL RESOLUTION = \$365.78 (AREAS < 100 SQMI)	
6 INCH PIXEL RESOLUTION = \$85.84	

TOTAL PROJECT COSTS		
3 INCH IMAGERY	\$ 70,197.29	\$ 66,197.29
6 INCH IMAGERY	\$ 28,193.29	\$ 17,193.29
TOTAL COST	\$ 98,390.58	\$ 83,390.58
		\$ (15,000.00)

PRICING AND COST SHARE IS BASED CURRENT IMAGERY SPECIFICATION SELECTIONS AS OF OCTOBER 31, 2019

LIVINGSTON COUNTY 2020 ORTHOIMAGERY PROJECT
 PARTNER WITH THE STATE OF MICHIGAN (MISAIL PROGRAM)
 COST PER PARTNER FOR BUY-UP OPTION (6 INCH OR 3 INCH RESOLUTION IMAGERY)

6 INCH COST ESTIMATE							
	AREA	POPULATION	PARCELS	AREA	POPULATION	PARCELS	AVERAGE
COHOCTAH	38.56	3,317	1,871	\$ 2,018.60	\$ 1,000.49	\$ 1,121.95	\$ 1,380.35
CONWAY	41.03	3,546	1,844	\$ 2,147.69	\$ 1,069.57	\$ 1,105.76	\$ 1,441.01
FOWLerville	2.69	2,886	1,011	\$ 140.83	\$ 870.49	\$ 606.25	\$ 539.19
HANDY	34.30	5,120	2,678	\$ 1,795.61	\$ 1,544.33	\$ 1,605.87	\$ 1,648.60
HOWELL TWP	29.82	6,702	3,417	\$ 1,560.89	\$ 2,021.50	\$ 2,049.02	\$ 1,877.14
IOSCO	37.22	3,801	2,060	\$ 1,948.18	\$ 1,146.48	\$ 1,235.29	\$ 1,443.32
MARION	34.52	9,996	5,079	\$ 1,807.35	\$ 3,015.05	\$ 3,045.64	\$ 2,622.68
PINCKNEY	2.91	2,427	1,043	\$ 152.57	\$ 732.05	\$ 625.44	\$ 503.35
PUTNAM	32.73	5,821	3,160	\$ 1,713.46	\$ 1,755.77	\$ 1,894.91	\$ 1,788.04
TYRONE	36.77	10,020	4,301	\$ 1,924.71	\$ 3,022.29	\$ 2,579.11	\$ 2,508.71
UNADILLA	37.89	3,366	2,208	\$ 1,983.39	\$ 1,015.27	\$ 1,324.04	\$ 1,440.90
TOTAL	328.44	57,002	28,672	\$ 17,193.29	\$ 17,193.29	\$ 17,193.29	\$ 17,193.29
COST SPLITS	\$ 52.35	\$ 0.30	\$ 0.60				

3 INCH COST ESTIMATE				
CVT	Sq MI	COST SHARE	COST %	EST. COST
BRIGHTON CITY	4.04	\$ 999.64	1%	\$ 942.68
BRIGHTON TWP	35.20	\$ 8,719.12	12%	\$ 8,222.29
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HARTLAND TWP	42.15	\$ 10,440.74	15%	\$ 9,845.80
HOWELL CITY	7.17	\$ 1,777.15	3%	\$ 1,675.88
OCEOLA TWP	37.66	\$ 9,330.02	13%	\$ 8,798.37
TOTAL	283.37	\$ 70,197.29	100%	\$ 66,197.29

COUNTYWIDE PARTNERS	COST FOR BUY-UP OPTIONS PER SqMI
LIVINGSTON COUNTY GIS	\$ 5,000.00
LC ROAD COMMISSION	\$ 5,000.00
LIVINGSTON COUNTY DRAIN	\$ 5,000.00
TOTAL	\$ 15,000.00

3 INCH PIXEL RESOLUTION = \$247.72 (AREAS > 100 SQMI)
 3 INCH PIXEL RESOLUTION = \$365.78 (AREAS < 100 SQMI)
 6 INCH PIXEL RESOLUTION = \$85.84

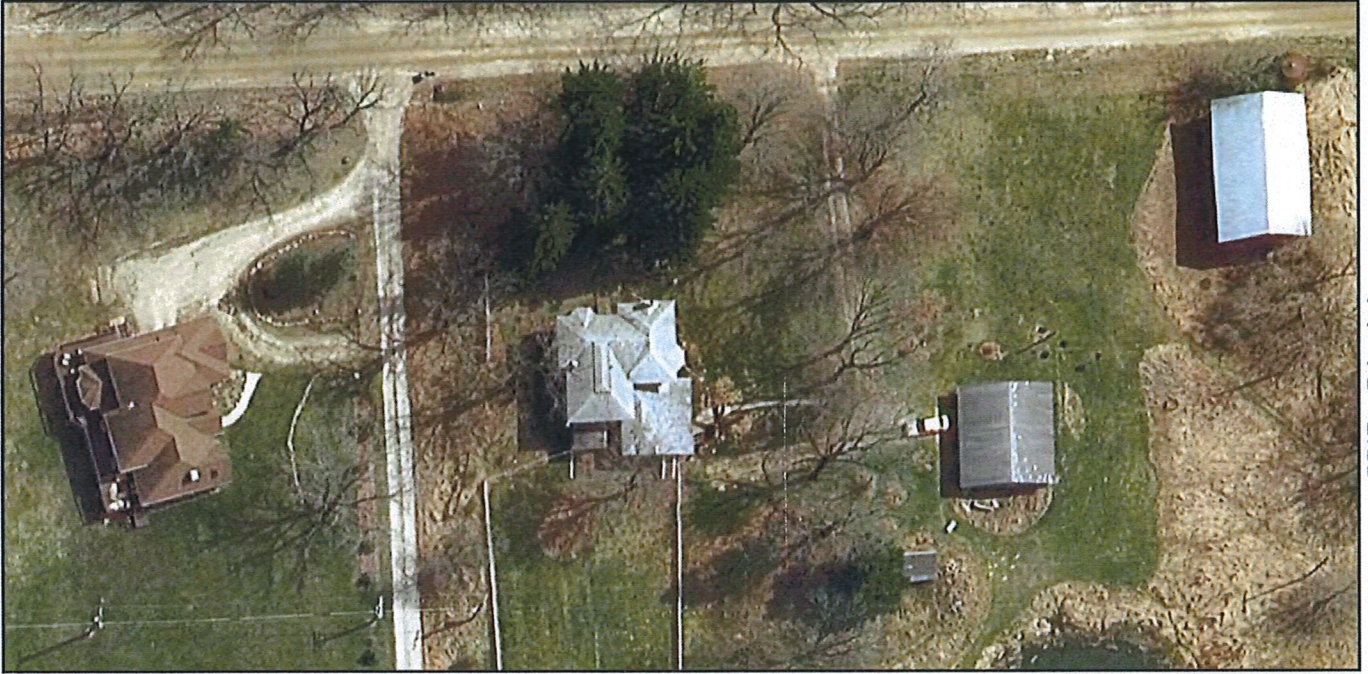
TOTAL PROJECT COSTS		
3 INCH IMAGERY	\$ 70,197.29	\$ 66,197.29
6 INCH IMAGERY	\$ 28,193.29	\$ (11,000.00)
TOTAL COST	\$ 98,390.58	\$ 83,390.58

PRICING AND COST SHARE IS BASED CURRENT IMAGERY SPECIFICATION SELECTIONS AS OF OCTOBER 31, 2019

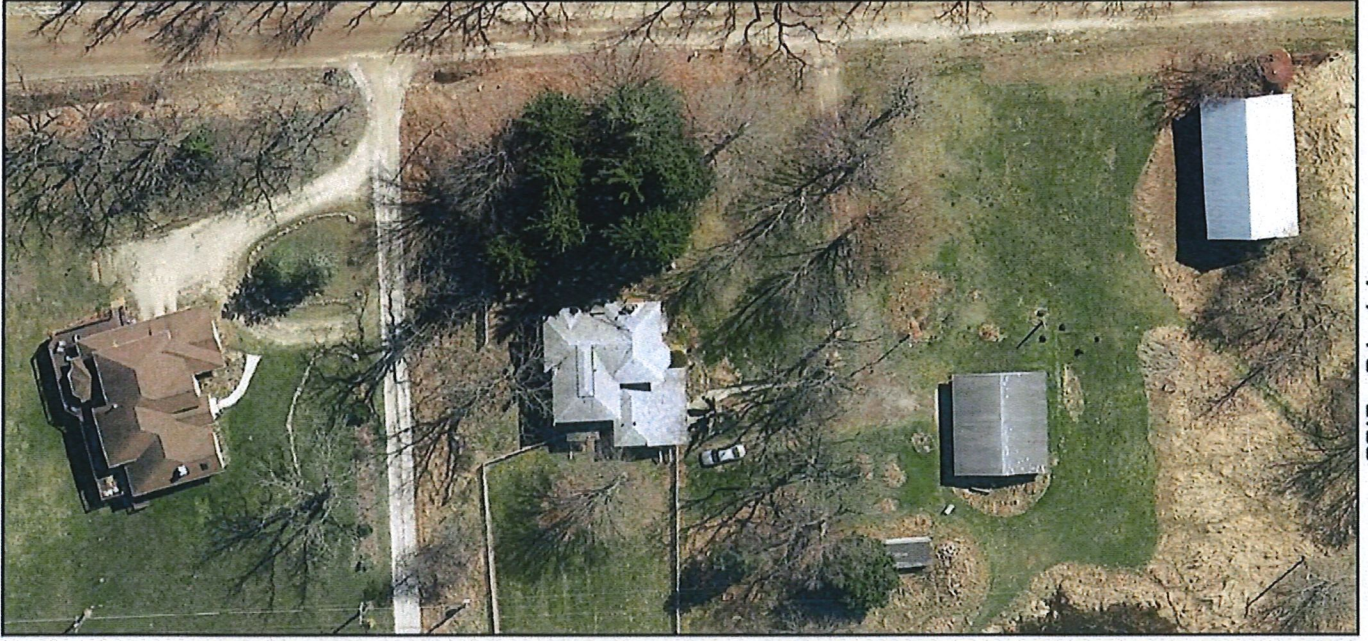


2010 - 12 Inch Imagery

Livingston County, Michigan
 Information Technology Department
 G.I.S. Division 517.548.3230



2015 - 6 Inch Imagery



2015 - 3 Inch Imagery

Orthoimagery Resolution Comparison (12" vs 6" vs 3")

1 inch equals 70 feet





2010 - 12 Inch Imagery

Livingston County, Michigan
Information Technology Department
G.I.S. Division 517-548-3230



2015 - 6 Inch Imagery

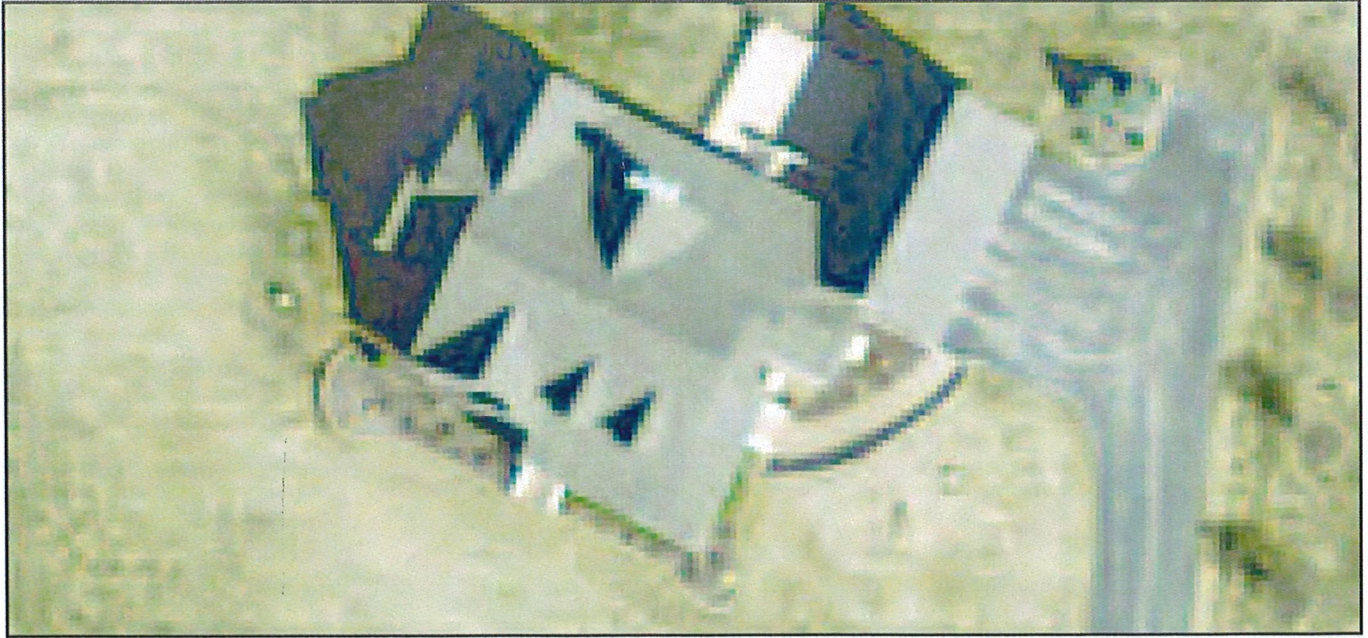


2015 - 3 Inch Imagery

Orthoimagery Resolution Comparison (12" vs 6" vs 3")

1 inch equals 70 feet



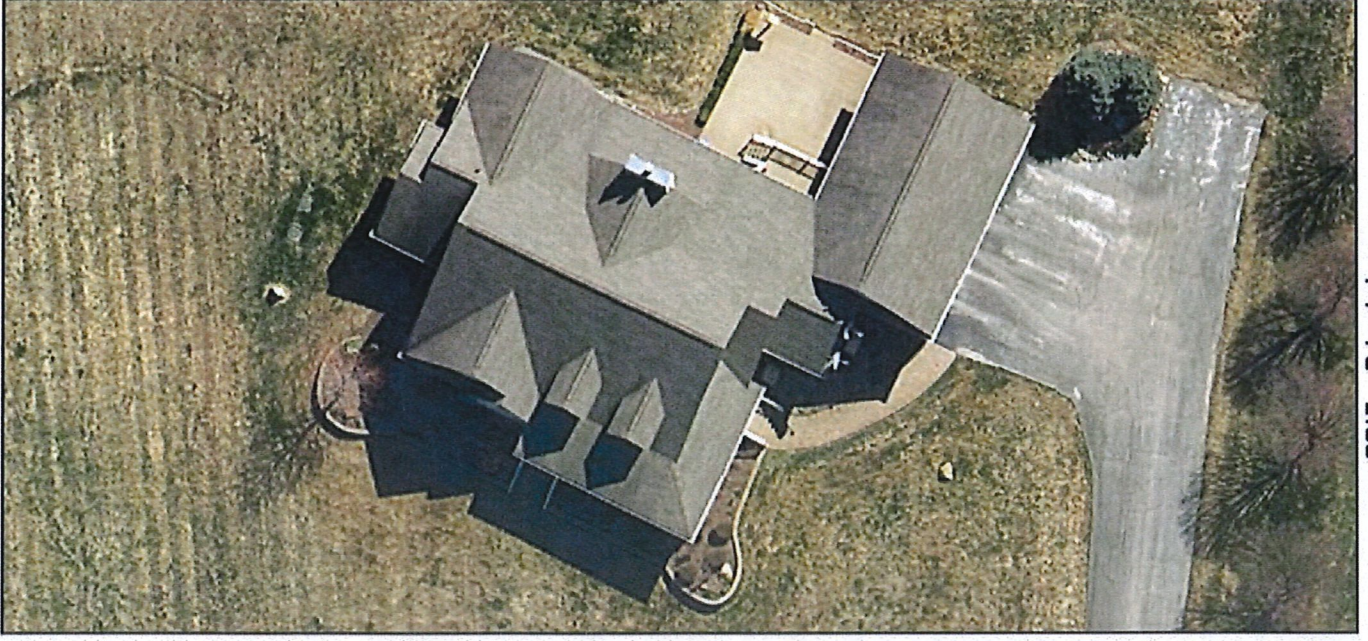


2010 - 12 Inch Imagery

Livingston County, Michigan
Information Technology Department
G.I.S. Division 517.548.3230



2015 - 6 Inch Imagery



2015 - 3 Inch Imagery

Orthoimagery Resolution Comparison (12" vs 6" vs 3")

1 inch equals 30 feet

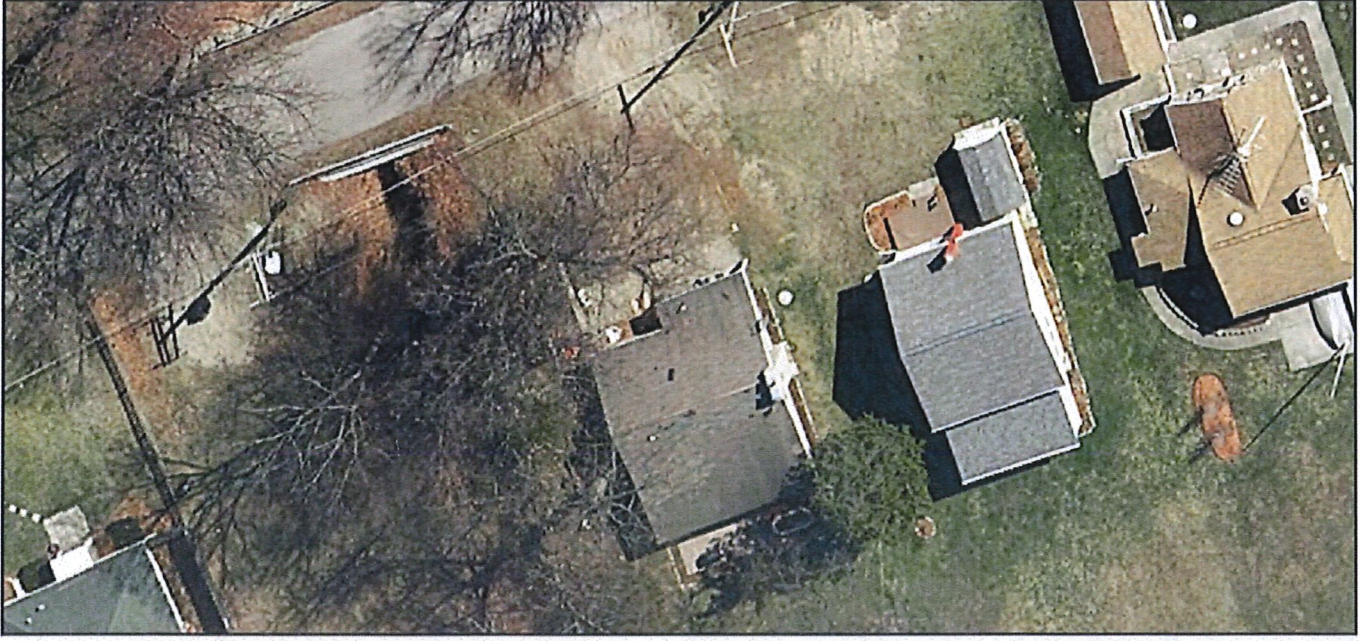




2010 - 12 Inch Imagery



2015 - 6 Inch Imagery



2015 - 3 Inch Imagery

Orthoimagery Resolution Comparison (12" vs 6" vs 3")

1 inch equals 30 feet

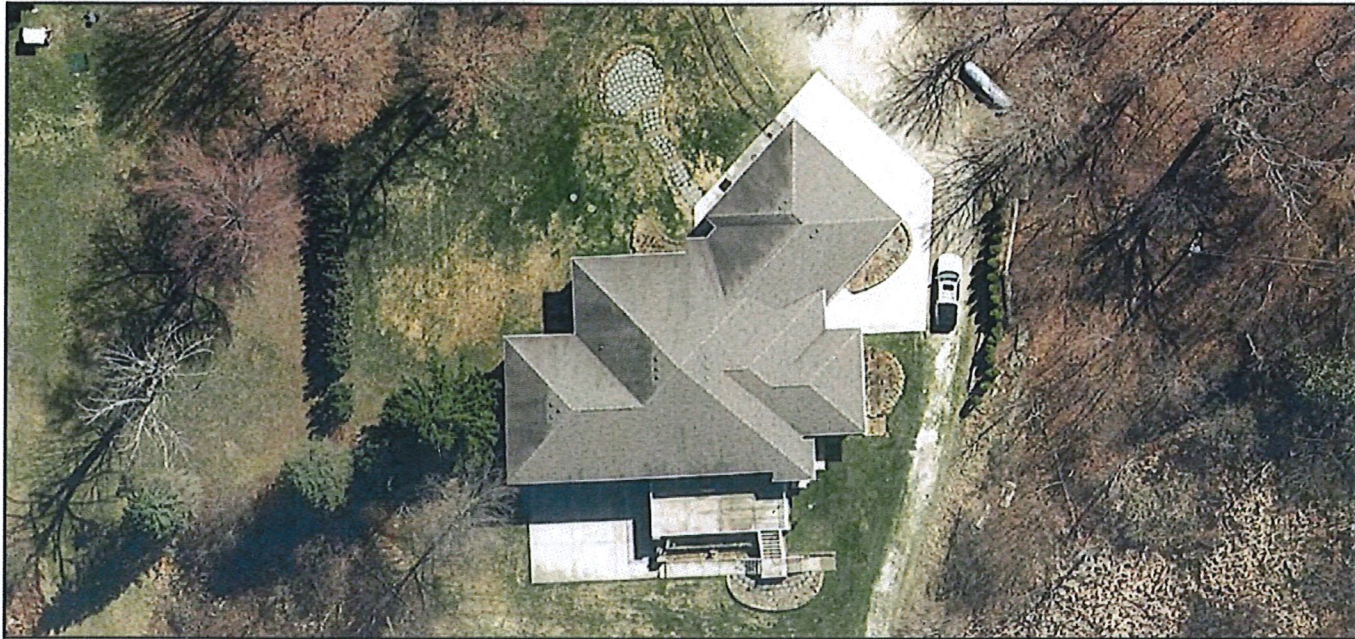




2010 - 12 inch Imagery



2015 - 6 inch Imagery



2015 - 3 inch Imagery



Livingston County, Michigan
Information Technology Department
G.I.S. Division 517.548.3230



Orthoimagery Resolution Comparison (12" vs 6" vs 3")

1 inch equals 45 feet

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

November 7, 2019
FINAL REVIEW
Proposed Text Amendment
TXT# 03-18 Section 6.14 Home Occupation,
Section 17.32 Home Based Business
Special Use

VIA

Hand Delivery

WE ARE SENDING: Herewith Under Separate Cover

THE FOLLOWING:

- Proposed text amendment -- TXT# 03-18 Section 6.14 Home Occupation and Section 17.32 Home Based Business Special Use.
- Planning Commission minutes from October 22, 2019 meeting
- LCPD review and comments from October 16, 2019 meeting

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

REMARKS:

This information is for a **Review and Adoption**. Let me know if you have any questions.

FROM: Dave Hamann, Zoning Administrator

Copy: file

Section 6.14

Home Occupation

The regulation of home occupations as provided herein is intended to secure flexibility in the application of the requirements of this ordinance. Home occupation is permitted as an accessory use to the principal residential use of a **parcel**; a zoning permit for such an occupation is not required. Such flexibility is not intended to allow the essential residential character of residential districts, in terms of use and appearance, to be changed by the occurrence of non-residential activities. Home occupations shall satisfy the following conditions (these regulations do not apply to farms):

- A. The home occupation 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. Home occupations shall be conducted in such a manner that, except as otherwise allowed by the provisions of this section, there is no external evidence of the home occupation operation except for the occasional visits by customers or clients numbering no more than ten (10) visits every seven (7) days.
- B. Accessory structures used for business purposes shall conform to Section 6.07 Accessory Buildings and Structures.
- C. Refuse generated by the home occupation 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.
- D. Home occupations shall not result in the creation of conditions that would constitute a nuisance to neighboring property owners and the township as a whole. Any machinery, mechanical devices, or equipment employed in the conduct of a home occupation shall not generate noise, vibration, radiation, odor, glare, smoke, steam, or other conditions not typically associated with the use of the dwelling for residential purposes.
- E. A resident of the dwelling on the **parcel** shall be actively and personally engaged in and responsible for all home occupation operations. No employees shall be permitted, other than members of the immediate family residing in the dwelling unit.
- F. All of the activities on the property related to the occupation, except horticultural, shall be carried on indoors including the storage of materials, goods, supplies, refuse and waste materials, equipment, vehicles, trailers or products related to the occupation.
- G. Traffic generated by the combined home and home occupation shall be no greater in volume than would normally be expected in a residential district, and such traffic shall be limited to passenger vehicles, delivery vans and similarly-sized vehicles. Any need for parking used by such home occupation shall be met off the street and motor vehicles may be parked in an existing driveway if it is of sufficient size. No additional off-street parking demand shall be created.
- H. The home occupation shall be conducted within the dwelling unit, attached garage, or accessory building.
- I. The home occupation shall not occupy more than twenty-five (25%) percent of the total gross floor area of said residential dwelling including the basement.
- J. Storage of combustible, toxic or hazardous material associated with the home occupation 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.

- K. The home occupation 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.
- L. Home occupation approval is not transferable with the sale, rental or lease of the dwelling unit.
- M. Home occupations are not allowed occupation related signs.
- N. Art and music instruction shall be classified as a permitted home occupation subject to the standards of this ordinance.
- O. Prohibited home occupations include but not limited to: service, repair or painting of any motorized vehicle, motor vehicles, trailers, boats, personal watercraft, recreation vehicles and snowmobiles; small engine repair; lawn equipment repair; and equipment repair.

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

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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

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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.

10/24/2019 10:00:00 AM

DRAFT

*Approved by: _____

Larry Grunn, *Chairperson*

Date: _____

**MARION TOWNSHIP PLANNING COMMISSION
REGULAR MEETING MINUTES
October 22, 2019 / 7:30PM**

MEMBERS PRESENT: BOB HANVEY
CHERYL RANGE – *SECRETARY*
BRUCE POWELSON – *VICE CHAIR*
JAMES ANDERSON

OTHERS PRESENT: DAVE HAMANN – ZONING ADMINISTRATOR
JOHN ENOS – PLANNER WITH CARLISLE WORTMAN

MEMBERS ABSENT: LARRY GRUNN – *CHAIRPERSON*

CALL TO ORDER:
Bruce Powelson called the meeting to order at 7:30 p.m.

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA:
Regular Meeting Agenda for October 22, 2019
Cheryl Range motioned to approve the agenda for the October 22, 2019. Jim Anderson seconded. **Motion carried.**

APPROVAL OF MINUTES:
Approval of the Regular Meeting Minutes for September 24, 2019
Bob Hanvey motioned to approve the minutes from the September 24, 2019 meeting. Cheryl Range seconded. **Motion carried.**

Bob Hanvey motioned to approve the grammar and spelling changes for the minutes from the September 24, 2019 meeting. Jim Anderson seconded. **Motion carried.**

CALL TO THE PUBLIC:

Rebecca Mistretta resides at 2883 Rubbins. Rebecca is concerned about the house on 1697 Triangle Lake Road. This property is currently being used as a rental property. The Township needs to put an immediate stop to this use, for various reasons. There are already major parking issues on this road, due to the road being extremely narrow. Last weekend there were seven vehicles visiting this residence and they were parked alongside the road, near this property.

Edward Grima resides at 2943 Rubbins. Ed is concerned about the septic system that runs under the road. The basement was only supposed to be used for storage. The website says that there is a washer and there should not be.

PUBLIC HEARING:

TXT# 04-17 Landscape Contractor and Nursery Operations

Jean Root resides at 723 E. Davis Road. Jean said that we have a trucking company running trucks illegally in the Township. These trucks are starting up at 4:30am-5:30am and you can hear them backing up and coming and going throughout the day. The Master Plan that the Township worked on in 2008 intended for Marion to remain rural in character. So something like this is not allowed in rural residential. Jean is concerned about accidents that could occur in result of these trucks and would like the Township to move forward and take action against this trucking operation.

Tim Ryan resides at 459 E. Davis. Tim agrees with everything that Jean Root just explained. This trucking operation is currently using Drain #3 which is not the drain they are supposed to be utilizing. In the mornings, the neighbors including himself can smell the exhaust fumes from the trucks. Tim is not trying to be a bad neighbor and it is not his job to come to the Township and complain but the Township needs to get some enforcement on this issue.

John Enos said that the Planning Commission Board is appointed by the Board of Trustees. The goal is to keep the Townships rural character intact. They try to protect and guide the future of the Township. It is not the Planning Commission's job to handle enforcement. They write language to protect and allow certain things within the Township. There is a difference between a trucking company that hauls mulch, stone and so forth versus a Landscape Contractors yard. We have created language that expresses the difference between the two. John's hope is to approve this language and sent it to the Livingston County Planning Commission for review and then to the Marion Township Board for approval.

Susan Schooley resides at 459 E. Davis road. Susan says that the Nursery Operation language states that it must not create a nuisance or disrupt the rural character. This leaves a lot of room from interpretation and different opinions of what is and isn't allowed. **PUBLIC HEARING CLOSED**

John Enos wished to address the short-term rental property on Triangle Lake. Marion Township is separated into different Zoning Districts. ERS-1 (existing rural subdivision) is one of the smaller districts. A short-term rental is not a permitted use according to our ordinance. There will be no more discussion on this during

tonight's meeting but maybe these residents should attend one of the regular weekly Board meetings to discuss your concerns.

Cheryl Range mentioned that there are currently two bills being discussed in the State House and Senate. This keeps getting stalled by the Senate but it addresses the definition of short and long-term rentals.

NEW BUSINESS:

TXT# 04-17 Landscape Contractor and Nursery Operations

Jim Anderson wanted to discuss the storage of live trees and shrubs. Does this mean trees with root balls or just growing trees?

Tim Ryan resides at 459 E. Davis. Tim explained that Right to Farm means that you are growing things from the ground. Not storing bagged trees or balled trees for a later sale. Storing these does not sound like something that should happen in Rural Residential.

John Enos asked why you couldn't have retail sale of trees in RR.

Tim Ryan explained that retail sales in RR opens the door for more issues, unless they are being grown on site.

Jim Anderson said that we need to spell out what they are allowed to do so there is not room for interpretation. Jim also said that he doesn't like the word "storage". He prefers "Natural growing of bulbs, trees and shrubs." John read a proposed draft of this definition:

"Nursery Operations: A parcel, area, space, building or structure, or combination thereof, used chiefly for the storage of, live trees, shrubs, and plants; natural growing or balled for retail sale."

Dave Hamann said that if it is Right to Farm then a Site Plan Review is not required.

Jim Anderson said that if it is naturally grown from the ground, then that is considered Right to Farm.

Jim Anderson made a motion to modify the language for the "Nursery Operations/Right to Farm" definition; Section 8.01.B.3, Section 8.02.B.6 and Section 10.01.B.16, with the verbiage previously read. Cheryl Range seconded. **Motion carried.**

Jim Anderson made a motion to send this updated language for the "Nursery Operations/Right to Farm" definition; Section 8.01.B.3, Section 8.02.B.6 and Section 10.01.B.16, to the County for recommendations and then back to the Planning Commission for review. Cheryl Range seconded. **Motion carried.**

OLD BUSINESS:

1) TXT #03-18 Section 6.14 and 17.32 Home Occupation / Home-Based Business

John Enos explained that the County did a thorough review of this language.

Jim Anderson said that since we are not allowing signs for Home Occupations, then we need to strike it from 15.05 and 15.06 in our Zoning Ordinance.

John Enos said that we should approve this language and clean up the Zoning Ordinance later on.

Bob Hanvey is still concerned with the word "Lot" in 6.14 Home Occupation.

Jim Anderson made a motion to replace the word "lot" with the word "parcel" through all of section 6.14 Home Occupation and recommend approval of 6.14 & 17.32. Bob Hanvey seconded. **Motion carried.**

2) TXT# 07-17 Proposed Changes Lots

Bob Hanvey motioned to postpone discussion on this topic until the next meeting on November 26, 2019. Cheryl Range seconded. **Motion carried.**

3) Wellhead Protection Overlay District replacing 6.27

Cheryl Range motioned to postpone discussion on this topic until the next meeting on November 26, 2019. Jim Anderson seconded. **Motion carried.**

CORRESPONDENCE AND UPDATES:

McKay:

Dave Hamann discussed that in sections 6 and 6-10, it talks about yard encroachments. There is a resident in the audience tonight that has a lake front property. With lake properties, the lake-side is always considered the front and the road side is always the back side.

Gary McKay resides at 1451 Triangle Lake Road. Gary needs a variance for his deck because of issues that occurred years back.

Dave Hamann explained that he is just using McKay's situation as one of the examples that will help explain the importance of making changes to this language.

Gary said that several years ago their Land Use got approved to build their house on this property. Recently this house was torn down and it turns out that there is no drain field. The new house had to be moved to accommodate this. He would also like to build a deck but now the front yard setback is too short.

John Enos said that it sounds like Gary has a good practical difficulty.

Bob Hanvey asked if we could allow an encroachment on a lakeside.

John Enos said he will bring him some language options for the next meeting.

Cheryl Range motioned to postpone further discussion until the next meeting on November 26, 2019. Bob Hanvey seconded. **Motion carried.**

Esper/Wolf:

Bob Hanvey explained that Wolf is stating that his property has sufficient frontage to not be a flag lot.

Jim Anderson said that you can't encroach on property lines without a variance. You have to meet the setbacks from the property lines.

Jim Anderson made a motion to continue this meeting until 9:45pm. Bob Hanvey seconded. **Motion carried.**

Clarification on multi-pole flag lots:

Bob Hanvey said there is a parcel on Cedar Lake Road that has two poles. Is this still a flag lot?

Dave Haman said that he has to allow these residents to move forward because there is no language that says they can't. Should we put more language in section 6, to limit the amount of poles on a flag lot?

10/22/2019 1:11:11 PM
C:\Users\jtimberl\Documents\10-22-2019

November is Annual meeting/election and no meeting scheduled for December:

Jim Anderson shared that he will not be here for the November meeting.

CALL TO THE PUBLIC:

Les Andersen wanted to know if the words "Right to Farm" was replacing the work "Ag" in our definition for Nursery operations.

Jim Anderson said it will now read, "Nursery / Right to Farm"

ADJOURNMENT:

Cheryl Range made a motion to adjourn the meeting at 9:47pm. Jim Anderson seconded. **Motion carried.**

ZONING/MASTER PLAN AMENDMENT FORM

Livingston County Planning Commission, 304 East Grand River, Suite 206, Howell, MI 48843-2323

LOCAL CASE NUMBER TXT #03-18 COUNTY CASE NUMBER Z-48-19

The Marion Township Planning Commission is submitting the following amendment for review and comment.

REZONING (MAP AMENDMENT) Property description and location (attach a map of the proposed amendment as required by law).

Size: _____ Property tax identifier: _____
Location: _____
Existing Zoning District is: _____ Proposed Zoning District: _____
Name of Petitioner: _____ Name of Property Owner: _____
Purpose of Change: _____
Existing Land Use: _____

ZONING ORDINANCE TEXT AMENDMENT The following Article(s) and Section(s) to be amended:

Article Number(s): VI & XVII Article Name(s): General Provisions & Stds for specific Special Uses
Section Number(s): 6.14 & 7.32 Section Name(s): Home Occupation Class I & Home Occ Class II rename Home-based Business

Please attach a copy of the proposed zoning ordinance changes.

PUBLIC NOTICE AND PUBLICATION SCHEDULE

Legal notice of the public hearing was published on July 28, 2019 in the Daily Press and Argus
(not less than 15 days before the public hearing per Michigan Zoning Enabling Act, Act 110 of 2006, MCL 125.3103)
_____ Newspaper, which has general circulation in the jurisdiction. The Marion Township Planning
Commission held a public hearing on August 27, 2019 to hear the views of the public on the proposed amendment.

MINUTES OF PUBLIC HEARING (Please check "a" or "b" below)

- a. The meeting minutes are attached.
- b. The minutes of the meeting will be sent later. The case information has been sent so that the Livingston County Planning Department staff can be working on the case while the minutes are being prepared. The facts brought out at the hearing are: (use additional sheets as necessary)

MASTER PLAN

Adoption of new or revised plan Amendment (Section/Chapter) _____

Note: For all master plan cases, the municipality must submit a statement signed by the Planning Commission Secretary stating that all of the necessary legislative bodies have been sent notice of the public hearing and copies of the proposed language/map, along with the name and address of each, and date of submittal.

PUBLIC NOTICE AND PUBLICATION SCHEDULE

Legal notice of the public hearing was published on _____
(not less than 15 days before the public hearing per Michigan Planning Enabling Act, Act 33 of 2008, MCL 125.3843)
in the _____ Newspaper, which has general circulation in the jurisdiction.
The Marion Township Planning Commission held a public hearing on _____ to hear the
views of the public on the proposed amendment. (date)

MINUTES OF PUBLIC HEARING (Please check "a" or "b" below)

- a. The meeting minutes are attached.
- b. The minutes of the meeting will be sent later. The case information has been sent so that the Livingston County Planning Department staff can be working on the case while the minutes are being prepared. The facts brought out at the hearing are: (use additional sheets as necessary)

LOCAL JURISDICTION PLANNING COMMISSION ACTION

The recommendation of the Marion Township Planning Commission, at its meeting of September 24, 2019, was:
 Approval Disapproval Approval under the following conditions: (use additional sheets as necessary) (date)

(Chair Signature)

LIVINGSTON COUNTY PLANNING COMMISSION ACTION

Date Received September 26, 2019 Date of LCPC Meeting October 16, 2019
The Commission on the above meeting date took the following action:
 Approval Approval with conditions stated in attachment Disapproval No action-encourage further review

[Signature]
(Chair Signature)

[Signature]
(Director Signature)

LOCAL JURISDICTION BOARD ACTION

Date of Meeting _____ The Marion Township Board at a legally constituted
meeting held on the above date PASSED PASSED WITH AMENDED LANGUAGE DID NOT PASS NO ACTION-ENCOURAGE FURTHER REVIEW the
recommended change contained herein.

(Clerk)



Livingston County Department of Planning

October 17, 2019

Marion Township Board of Trustees
c/o Tammy Beal, Township Clerk
Marion Township Hall - 2877 West Coon Lake Road
Howell, MI 48843

Kathleen J. Kline-Hudson
AICP, PEM
Director

Robert A. Stanford
AICP, PEM
Principal Planner

Scott Barb
PEM
Principal Planner

**Re: Z-48-19: Livingston County Planning Commission
Review of Township Ordinance Amendments:**

**Article VI: General Provisions
Section 6.14 Home Occupations**

**Article XVII: Standards for Specific Special Uses
Section 17.32 Home Based Business**

Dear Board Members:

The Livingston County Planning Commission met on Wednesday, October 16, 2019, and reviewed the proposed zoning ordinance amendments referenced above. The County Planning Commissioners made the following recommendation:

Z-48-19 Approval.

The proposed text amendments are fairly reasonable and appropriate. Planning Commission would encourage the township to consider all of Staff comments as presented in the review and make suggested revisions prior to final approval of this set of amendments.

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

Sincerely,

Kathleen J. Kline-Hudson, Director

Enclosures

c: Larry Grunn, Chair, Marion Township Planning Commission
Dave Hamann, Zoning Administrator, Marion Township

Additional minutes and agendas are available at: <https://www.livgov.com/plan/Pages/meetings.aspx>

Department Information

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

•
(517) 546-7555
Fax (517) 552-2347

•
Web Site
co.livingston.mi.us



Livingston County Department of Planning

LIVINGSTON COUNTY PLANNING COMMISSION MEETING

Wednesday, October 16, 2019 – 6:30 p.m.

Administration Building, Board of Commissioners Chambers

304 East Grand River, Howell, MI 48843

Agenda

1. Call to Order
2. Pledge of Allegiance to the Flag
3. Roll and Introduction of Guests
4. Approval of Agenda - October 16, 2019
5. Approval of Meeting Minutes – September 18, 2019
6. Call to the Public
7. Zoning Reviews
 - A. Z-48-19 Marion Township, Zoning Ordinance Amendment, Article VI: General Provisions, Section 6.14 Home Occupations and Article XVII: Standards for Specific Special Land Uses, Section 17.32 Home Based Business
 - B. PA-03-19 Conway Township, Farmland and Open Space Agreement, Section 17, 68 Acres, Knoch
8. Old Business
 - A. Planning Department Visits
9. New Business
 - A. Upcoming Planning Department Presentations of Master Plan
10. Reports
 - A. Staff Reports
11. Commissioners Heard and Call to the Public
12. Adjournment

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**LIVINGSTON COUNTY PLANNING COMMISSION
MEETING MINUTES**

October 16, 2019

6:30 p.m.

304 E. Grand River Ave., Howell, Michigan

PLANNING COMMISSION		
COMMISSIONERS PRESENT:	BRIAN PROKUDA JEANNE CLUM MATT IKLE BILL CALL	LAURA ABRAMSON BILL ANDERSON DENNIS BOWDOIN
COMMISSIONERS ABSENT:	NONE	
STAFF PRESENT:	KATHLEEN KLINE-HUDSON ROB STANFORD SCOTT BARB	
OTHERS PRESENT:	BRUCE POWELSON – MARION TOWNSHIP PLANNING COMMISSION BOB HANVEY – MARION TOWNSHIP SUPERVISOR	

1. **CALL TO ORDER:** Meeting was called to order by Commissioner Prokuda at 6:30 PM.
2. **PLEDGE OF ALLEGIANCE TO THE FLAG**
3. **ROLL AND INTRODUCTION OF GUESTS:** None.
4. **APPROVAL OF AGENDA**

**Commissioner Action: IT WAS MOVED BY COMMISSIONER IKLE TO APPROVE THE
AGENDA DATED OCTOBER 16, 2019, SECONDED BY COMMISSIONER CLUM.**

All in favor, motion passed.

5. **APPROVAL OF PLANNING COMMISSION MEETING MINUTES**

**Commissioner Action: IT WAS MOVED BY COMMISSIONER ANDERSON TO APPROVE THE
MINUTES OF THE PLANNING COMMISSION MEETING DATED SEPTEMBER 18, 2019,
SECONDED BY COMMISSIONER IKLE.**

All in favor, motion passed.

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

7. ZONING REVIEWS:

A. **Z-48-19: BRIGHTON CHARTER TOWNSHIP, ZONING ORDINANCE AMENDMENTS - ARTICLE 3 RESIDENTIAL DISTRICTS, SECTION 3-02 USES PERMITTED AND SECTION 3-04 ACCESSORY BUILDINGS.**

The Marion Township Planning Commission proposes to update the following Articles/Sections with a completely new set of regulations and provisions regarding home occupations and home-based businesses:

- Article VI: General Provisions, Section 6.14 Home Occupation
- Article XVII: Standards for Specific Special Land Uses, Section 17.32 Home-Based Business.

Township Planning Commission Recommendation: Approval. The Marion Township Planning Commission recommended **Approval** of the text amendments at their September 24, 2019 planning commission meeting. The Marion Township Planning Commission held a public hearing regarding the amendments on August 27, 2019, where it was noted that there were several public comments and much discussion amongst planning commission members on the proposed amendments.

Staff Recommendation: Approval with Conditions. The proposed text amendments are fairly reasonable and appropriate. Staff would encourage the township to consider all of Staff comments as presented in the review and make suggested revisions prior to final approval of this set of amendments.

Commission Discussion: Commissioner Bowdoin asked why the amendments require going to the planning commission when the zoning administrator should be able to handle it. Bob Hanvey, Marion Township Supervisor, responded that placing the standards before the planning commission allows community involvement and input prior to when the home occupation is implemented.

Public Comment: None.

Commissioner Action:

Commissioner Action: IT WAS MOVED BY COMMISSIONER CLUM TO RECOMMEND APPROVAL PER STAFF CONDITIONS AND RECOMMENDATIONS SECONDED BY COMMISSIONER CALL.

Motion passed: 7-0

B. **PA-03-19: CONWAY TOWNSHIP PA 116 FARMLAND AGREEMENT: Section 17, 68 ACRES, JOHN AND TRACY KNOCH.**

Commission Discussion: None.

Commission Comment: None.

Public Comment: No public comment.

Commissioner Action:

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

Motion passed: 7-0

8. OLD BUSINESS:

- A. **Planning Department Visits:** Staff and Planning Commissioners discussed the recent visit to Hartland Township Planning Commission and decided who would attend upcoming visits to Genoa, Howell and Unadilla Townships.

9. NEW BUSINESS:

- A. **Upcoming Planning Department Presentations of Master Plan:** Director Kline-Hudson explained that staff has been presenting elements of the Livingston County Master Plan in various community presentations and this is a part of implementing the plan. She spoke of past presentations for the Livingston County Association of Realtors and upcoming presentations to the Home Builders Association and the Michigan Economic Developers Association.

10. REPORTS:

A. Staff Reports:

- A review of items in the meeting packet – upcoming Brown Bag Lunch at Noon on October 30 and State of the County Address at 6:00 p.m. on October 30.
- Consultant RFP's have been reviewed and ranked for the Livingston County Trail Network Plan and the contract is currently being reviewed.
- A new Planning Commission roster from the Board of Commissioners Office was distributed and reviewed.
- A table comparing Planning Commission training options was distributed and discussed. Planning Commissioners would like to hold a training in January at the Public Safety Complex and invite other local planning commissions to attend.
- Handouts from the Michigan State University Extension "Michigan and Marijuana" webinar series that staff have been viewing, will be emailed to Planning Commissioners.
- Name plaques for new Planning Commissioners will be completed for the November meeting.

- 11. COMMISSIONERS HEARD AND CALL TO THE PUBLIC:** Bruce Powelson stated that the Marion Township Planning Commission and Township Board are having a joint meeting next week with their planning consultant. He invited County Planning Commissioners to attend.

12. ADJOURNMENT:

Commissioner Action: IT WAS MOVED BY COMMISSIONER IKLE TO ADJOURN THE MEETING AT 7:15 P.M., SECONDED BY COMMISSIONER ANDERSON.

Motion passed: 7-0



Livingston County Department of Planning

MEMORANDUM

TO: Livingston County Planning Commissioners and the
Marion Township Board of Trustees

FROM: Robert Stanford, Principal Planner

DATE: October 1, 2019

SUBJECT: Z-48-19 Amendments to Zoning Ordinance Article -

Kathleen J. Kline-Hudson
AICP, PEM
Director

Robert A. Stanford
AICP, PEM
Principal Planner

Scott Barb
PEM
Principal Planner

- Article VI: General Provisions, Section 6.14 Home Occupation
- Article XVII: Standards for Specific Special Land Uses, Section 17.32 Home-Based Business

The Marion Township Planning Commission proposes to update the following Articles/Sections with a completely new set of regulations and provisions regarding home occupations and home-based businesses:

- **Article VI: General Provisions, Section 6.14 Home Occupation**
- **Article XVII: Standards for Specific Special Land Uses, Section 17.32 Home-Based Business**

NOTE: When existing (current) text are utilized in this review for illustrative purposes, additions (or newly proposed text) are noted in **underlined bold** font while deletions to existing text are noted in ~~striketrough~~ font (Times New Roman). Planning Staff comments are noted in ***bold italic underline*** fashion (Arial).

Department Information

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104 E. Grand River Avenue
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The Marion Township Planning Commission proposes to update the township zoning ordinance with a completely new set of regulations and provisions regarding home occupations and home-based businesses in the following manner:

ARTICLE VI: GENERAL PROVISIONS

Section 6.14 Home Occupation

The regulation of home occupations as provided herein is intended to secure flexibility in the application of the requirements of this ordinance. Home occupation is permitted as an accessory use to the principal residential use of a lot; a zoning permit for such an occupation is not required. Such flexibility is not intended to allow the essential residential character of residential districts.



in terms of use and appearance, to be changed by the occurrence of non-residential activities. Home occupations shall satisfy the following conditions (these regulations do not apply to farms):

- A. The home occupation 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. Home occupations shall be conducted in such a manner that, except as otherwise allowed by the provisions of this section, there is no external evidence of the home occupation operation except for the occasional visits by customers or clients numbering no more than ten (10) visits every seven (7) days:
- B. Accessory structures used for business purposes shall conform to Section 6.07 Accessory Buildings and Structures.
- C. Refuse generated by the home occupation 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.
- D. Home occupations shall not result in the creation of conditions that would constitute a nuisance to neighboring property owners and the township as a whole. Any machinery, mechanical devices, or equipment employed in the conduct of a home occupation shall not generate noise, vibration, radiation, odor, glare, smoke, steam, or other conditions not typically associated with the use of the dwelling for residential purposes.
- E. A resident of the dwelling on the lot shall be actively and personally engaged in and responsible for all home occupation operations. No employees shall be permitted, other than members of the immediate family residing in the dwelling unit.
- F. All of the activities on the property related to the occupation, except horticultural, shall be carried on indoors including the storage of materials, goods, supplies, refuse and waste materials, equipment, vehicles, trailers or products related to the occupation.
- G. Traffic generated by the combined home and home occupation shall be no greater in volume than would normally be expected in a residential district, and such traffic shall be limited to passenger vehicles, delivery vans and similarly-sized vehicles. Any need for parking used by such home occupation shall be met off the street and motor vehicles may be parked in an existing driveway if it is of sufficient size. No additional off-street parking demand shall be created.
- H. The home occupation shall be conducted within the dwelling unit, attached garage, or accessory building.
- I. The home occupation shall not occupy more than twenty-five (25%) percent of the total gross floor area of said residential dwelling including the basement.
- J. Storage of combustible, toxic or hazardous material associated with the home occupation 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.

K. The home occupation 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.

L. Home occupation approval is not transferable with the sale, rental or lease of the dwelling unit.

M. Home occupations are not allowed occupation related signs.

STAFF COMMENTS:

The sentence structure here for item “M” is confusing. Also, if the intent is to not allow signs for home occupations, it appears this is in conflict with current regulations for signs in Residential Districts, in Sections 15.05 and 15.06, as provided below:

Section 15.05 Schedule of Sign Regulations The schedule provided below summarizes the quantity, maximum area, maximum height, and minimum setback from existing road rights-of-way permitted for signage requiring a permit under this Section. Detailed requirements for the signs listed below are provided under subsections 15.06 and 15.07. Wherever conflict exists between the following schedule and the standards of those subsections, those subsections shall prevail.

Sign	Number	Max. Area	Max. Height	Min. Setback
<i>Signs in Residential Districts (Sec. 15.06)</i>				
Home Occupation Wall Sign, or	1	4 s.f.	4 ft.	n/a
Home Occupation Freestanding Sign	1	6 s.f.	4 ft. ^{1,7}	½ required front setback

- 1. If sign is free-standing
- 7. If substituted for wall sign in Rural Residential District.

Section 15.06 Signs in Residential Districts The following signs shall be allowed in the RR, SR, UR, ERS#1, and ERS#2 zoning districts, subject to permit approval in accordance with Section 4.03 and the following standards. Such signs shall only pertain to permitted or special land uses or a legally nonconforming non-residential use, and shall be located upon the same property to which the sign relates, unless otherwise provided herein.

C. Home Occupation Signs: one (1) wall sign per parcel containing a permitted home occupation, not exceeding four (4) square feet in area. Such signs may not be illuminated, and must be consistent with the residential character of the neighborhood in which they are to be located. Within



the Rural Residential (RR) district, one (1) freestanding sign may be substituted for a wall sign. Such sign shall not exceed six (6) square feet in area or four (4) feet in height and shall be located no closer to the right-of-way (ROW) line than one-half (1/2) the required front yard.

- N. Art and music instruction shall be classified as a permitted home occupation subject to the standards of this ordinance.
- O. Prohibited home occupations include but not limited to: service, repair or painting of any motorized vehicle, motor vehicles, trailers, boats, personal watercraft, recreation vehicles and snowmobiles; small engine repair; lawn equipment repair; and equipment repair.

ARTICLE XVII: STANDARDS FOR SPECIFIC SPECIAL LAND USES

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



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.

STAFF COMMENTS:

As currently exists, there are no township zoning ordinance regulations governing signs for "home-based businesses", only for "home-occupations" (See page 7). Staff would suggest that the township develop a set of sign standards that coincides with the intended nature and characteristics of home-based businesses in residential districts before commencing with final approval of these proposed set of amendments.



Section 15.05 Schedule of Sign Regulations The schedule provided below summarizes the quantity, maximum area, maximum height, and minimum setback from existing road rights-of-way permitted for signage requiring a permit under this Section. Detailed requirements for the signs listed below are provided under subsections 15.06 and 15.07. Wherever conflict exists between the following schedule and the standards of those subsections, those subsections shall prevail.

Sign	Number	Max. Area	Max. Height	Min. Setback
<i>Signs in Residential Districts (Sec. 15.06)</i>				
Home Occupation Wall Sign, or	1	4 s.f.	4 ft.	n/a
Home Occupation Freestanding Sign	1	6 s.f.	4 ft. ^{1,7}	½ required front setback

- 1. If sign is free-standing.
- 7. If substituted for wall sign in Rural Residential District.

Section 15.06 Signs in Residential Districts The following signs shall be allowed in the RR, SR, UR, ERS#1, and ERS#2 zoning districts, subject to permit approval in accordance with Section 4.03 and the following standards. Such signs shall only pertain to permitted or special land uses or a legally nonconforming non-residential use, and shall be located upon the same property to which the sign relates, unless otherwise provided herein.

C. Home Occupation Signs: one (1) wall sign per parcel containing a permitted home occupation, not exceeding four (4) square feet in area. Such signs may not be illuminated, and must be consistent with the residential character of the neighborhood in which they are to be located. Within the Rural Residential (RR) district, one (1) freestanding sign may be substituted for a wall sign. Such sign shall not exceed six (6) square feet in area or four (4) feet in height and shall be located no closer to the right-of-way (ROW) line than one-half (1/2) the required front yard.

O. Visitors, customers and deliveries shall not exceed a total of twelve (12) during a single day. 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 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 lot, 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.

STAFF COMMENT: For item "O" above, how will the type of trip and number of visitors, customers and deliveries be regulated by the Township? Will the owner home-based business be required to keep a log for recording this activity, so that compliance can be determined? Also, how was the total number of twelve (12) trips to the site in a day determined (arbitrary or based on a recognized industry standard)? Lastly, what are the permissible hours for allowing these visits, and what hours or length of time defines or constitutes "...a single day"?

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.

STAFF COMMENT: For item "P" above, how was the number of eight (8) motor vehicles to be allowed on-site determined (arbitrary or based on a recognized industry standard)? How will the township regulate this provision?

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 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**
- 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.

STAFF COMMENT: It may be helpful to also require the site plan to include subject property setbacks as well as distances from the proposed home-based business location on-site to adjacent property lines.

- 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.**

Township Recommendation: Approval. The Marion Township Planning Commission recommended **Approval** of the text amendments at their September 24, 2019 planning commission meeting. The Marion Township Planning Commission held a public hearing regarding the amendments on August 27, 2019, where it was noted that there were several public comments and much discussion amongst planning commission members on the proposed amendments.

Staff Recommendation: Approval with Conditions. The proposed text amendments are fairly reasonable and appropriate. Staff would encourage the township to consider all of Staff comments as presented in the review and make suggested revisions prior to final approval of this set of amendments.

Lisa Maher current situation:

987 Peavy Road has one sewer REU and 2 water REUs in exchange for an easement over the south 2 ½ acres of her property. That easement is where the Peavy Road pump station sewer force main and a water main are located

977 Peavy Road has one water REU, paid in full by Lawrence Maher, previous owner. Also an unsigned letter stating that the owner could purchase one sewer REU at the original price with no indication that the offer was approved by the Township Board or would be extended to a subsequent owner.

Proposal from Lisa Maher

Per our earlier conversation I'm sending this proposal. You are correct in \$30,000 amount.

1.5 sewer for 987 Peavy (\$10000+\$5000) \$15000

1.5 sewer for 977 Peavy (\$10000+\$5000) \$15000

1 city water tap in to be available at the property front of [977 Peavy Rd](#) (actual tap in fee has been paid in full to Marion Township by Larry Maher, just need the line brought up to the property front where we can run it to the house)

1 retained water tap in that is owed to 987 Peavy for unlikely, but possible future tap in.

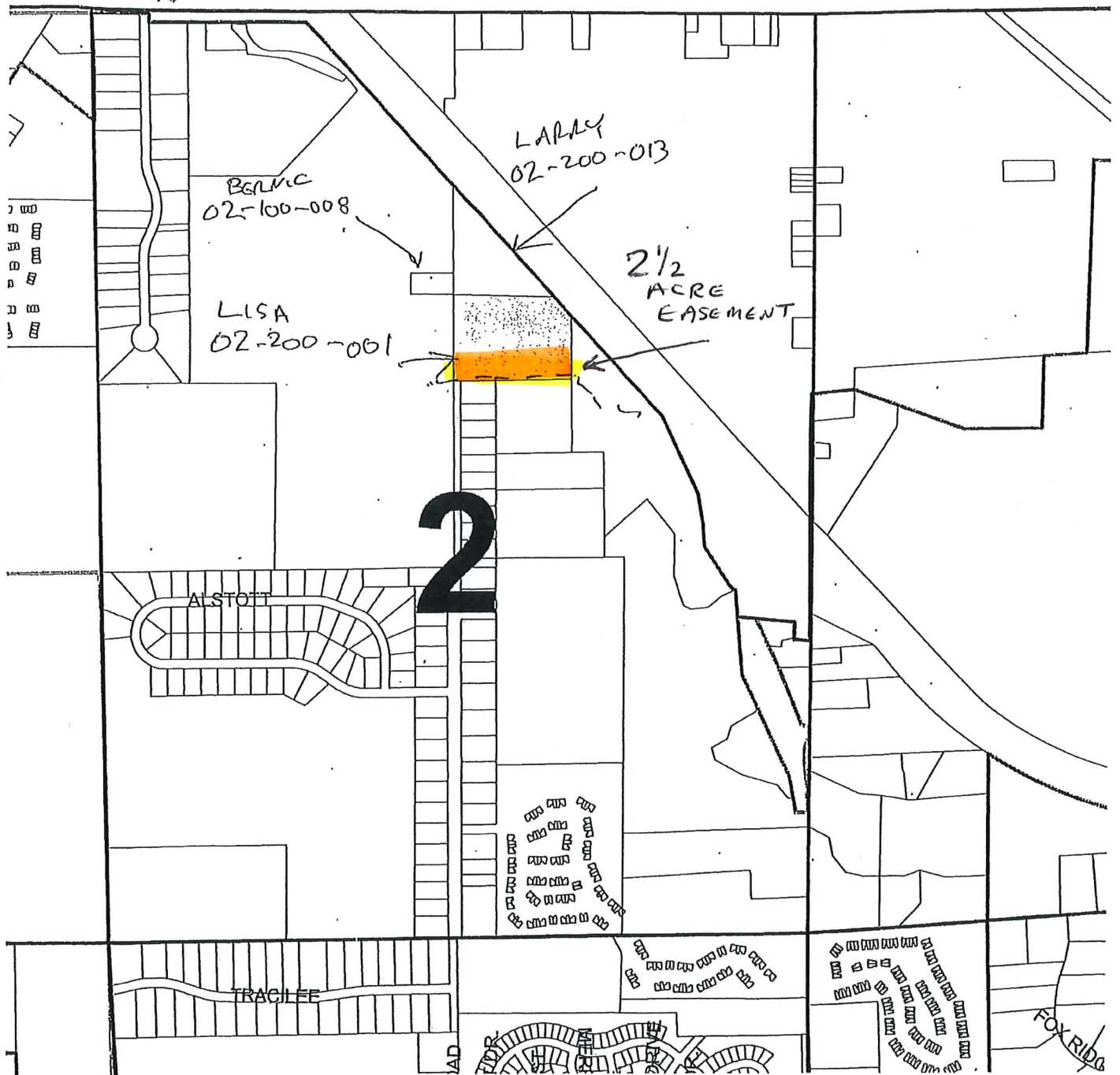
Total of \$30,000 plus one reserved water for [987 Peavy Rd](#) to satisfy all contractual obligations for water and sewer for properties at [987 Peavy Rd](#) and [977 Peavy rd](#).

This would be easier and beneficial for both myself and the township where my needs are met and the township saves money and resources. If the township agrees to this proposal I'll have my attorney write up a contract at my expense.

Please let me know how you would like to proceed and if you have further questions.

One way to look at this is that Lisa is going to give up one sewer REU with a current value of \$9,000, one water REU with a current value of \$7,718, and an option to purchase a sewer REU at the original price, potential value of \$3,500 ($\$9,000 - \$5,500$), and total current value of \$20,218.

\$36,235, TLS bid for sewer connection to a grinder pump at 987 Peavy and a lead at the ROW for a future grinder pump located somewhere on the property at 977 Peavy. There will also be Spicer construction inspection fees in addition to the almost \$10,000 already spent on engineering.



BERNIE
02-100-008

LARRY
02-200-013

LISA
02-200-001

2 1/2
ACRE
EASEMENT

2

ALSTOTT

TRACILEE

FOX RIDG

MEMO

To: Marion Township Board
From: Bob Hanvey
Subject: Huron Valley Federal Aid Committee
Date: November 14, 2019

Attached is an email from Steve Wasylk, LCRC Managing Director, about the Huron Valley Federal Aid committee. The committee meets, usually once or twice each year to discuss allocation of federal aid for roads and transit in the region.

The bylaws are attached to this memo and describe the procedures followed. As a township that has a part of our jurisdiction in the urbanized area, we are allowed to have a voting member on the committee. I have been attending and representing Marion Township for several years and I am willing to continue. The Township Board should formalize the selection of the primary and alternate member and inform the committee of the selections.

Bob Hanvey

From: Steve Wasylik <swasylik@livingstonroads.org>
Sent: Tuesday, October 29, 2019 7:03 AM
To: Marcel Goch; Nate Geinzer; 'splumer@rcoc.org'; Brad Knight; 'supervisor@greenoaktwp.com'; Bill Rogers (bill@genoa.org); 'Erv Suida (ESuida@cityofhowell.org)'; wjbamber@oceolatwp.org; Pat Hohl; 'manager@brightontwp.com'; Robert West; Kathy Arledge; 'president@villageofpinckney.org'; Paul Zelenak; 'Mike Archinal'; 'StCharles, Mark (Mark.StCharles@greenoaktwp.com)'; supervisor@howelltownshipmi.org; 'Bob Hanvey'; 'supervisor@putnamtwp.us'; Greg Kellogg; sweeneym@michigan.gov; Jodie Tedesco; Mike Goryl; Brudzinski, Stephen M; Kathleen Kline-Hudson
Subject: Huron Valley Federal Aid Committee
Attachments: HVFACBylaws2019.pdf; RatingWorksheet2019.pdf

Hello All,

Earlier this month, I sent out a proposed By-Laws and Rules of Procedure and a Priority Rating Worksheet for the Committee to review. Based on comments that I received, I have made a few minor revisions and have attached the updated documents to this email.

I would like to schedule a meeting for 10:00 AM on Tuesday, December 10, 2019, at our offices to discuss these documents. At this meeting, I would like to finalize and approve the documents, as well as clarify who the individuals are for the FAC Voting Membership and the Funding Committee. If all goes well at this meeting, I plan on scheduling another meeting at some point to finalize 2022 and 2023 projects.

I will follow this email with a meeting invitation. Hopefully everyone is able to attend. If not, please email me any comments and/or concerns you may have. Also, if anyone notices someone that is not on the distribution list and should be, please let me know.

Sincerely,

Steve Wasylik, P.E.
Managing Director
Livingston County Road Commission

BY-LAWS
and
RULES OF PROCEDURE
for the
HURON VALLEY
FEDERAL AID COMMITTEE

For the Brighton-Howell-South Lyon
Urban Area

October 29, 2019

BY – LAWS

ARTICLE I

Name:

The Committee shall be named the Huron Valley Federal Aid Committee, herein referred to as the Federal Aid Committee (FAC). The name of the operating sub-committee shall be the Huron Valley Federal Surface Transportation Program Funding Committee, herein referred to as the Funding Committee.

ARTICLE II

Purpose:

The purpose of the FAC is to prioritize road and transit Federal Aid projects for submittal to the Transportation Improvement Program (TIP) Development Committee. The authority to develop this priority is hereby delegated to the Funding Committee.

ARTICLE III

Powers & Duties:

The FAC and Funding Committee are authorized to do all acts necessary to perform and accomplish the purpose set forth above, within the limits and procedures set forth in these By-Laws including, but not limited to the following items.

A. The FAC shall:

1. Meet at a minimum one (1) time per year.
2. Annually review and approve projects and programs recommended by the Funding Committee for funding with Surface Transportation Program (STP) funds.
3. Review the progress of the projects approved for funding with STP funds.
4. Review and approve the additions and deletions to the urban area boundary and specific roadways on the Federal Aid System.
5. Review, edit, and adopt FAC Bylaws and Rules of Procedure as needed.

B. The Funding Committee shall:

1. Review and recommend to the FAC any additions or deletions to the Urban Area Boundary.

2. Review and recommend to the FAC any additions or deletions of specific roadways to the Federal Aid network within the County.
3. Determine the priority of projects submitted to the Funding Committee by use of a Funding Committee adopted priority rating system and/or judgmental comparisons.
4. Prepare and recommend to the FAC the Annual Transportation Improvement Program to be submitted to the TIP Development Committee of the Southeast Michigan Council of Governments (SEMCOG).

ARTICLE IV

Membership:

A. FAC

1. FAC Voting Membership

- a. One (1) elected or appointed official representing each city, village and township in the Brighton-Howell-South Lyon Urban Area.
- b. One (1) member representing the Livingston County Road Commission (LCRC).
- c. One (1) member representing the Road Commission for Oakland County (RCOC).
- d. One (1) member representing the Livingston Essential Transportation Service (LETS).
- e. One (1) member representing the Michigan Department of Transportation (MDOT).

2. Selection and Rotation of the FAC

The representatives from LCRC, RCOC, MDOT, and LETS shall be permanent positions. The representatives of the individual communities will be selected by caucus of those communities.

3. Alternatives to the FAC Voting Members

The representatives from LCRC, RCOC, MDOT, and LETS shall designate another individual from their agency as an alternate.

Each community represented on the FAC shall have a designated alternate who will serve as a replacement voting member when the elected voting member is unable to attend. The alternate voting member shall be selected and changed in the same manner and at the same time as the voting member.

4. Technical Advisors to the FAC

There shall be two (2) non-voting Technical Advisors to the FAC comprised of the following:

- a. One (1) advisor representing SEMCOG.
- b. One (1) advisor representing the Livingston County Planning Department.

B. Funding Committee

The Funding Committee shall consist of the following members:

1. One (1) member representing the Livingston County Road Commission.
2. One (1) member representing the Road Commission for Oakland County
3. One (1) member representing the Livingston Essential Transportation Service.
4. One (1) member representing cities and villages in the Urban Area.
5. One (1) member representing townships in the Urban Area.

ARTICLE V

Chairperson of the FAC:

The Chairperson of the FAC shall be the LCRC voting Member. The Chairperson must supply all necessary staff and data to accomplish the purpose of the FAC. The Chairperson of the FAC shall also serve as the Chairperson of the Funding Committee.

ARTICLE VI

Meetings:

A. FAC

The FAC shall meet as follows:

1. There shall be at a minimum of one (1) annual meeting each calendar year.
2. The scheduling of FAC meetings shall be the responsibility of the Chairperson. The Chairperson shall give due consideration to the request of any FAC member requesting a special meeting of the FAC.
3. A quorum for all FAC business shall consist of a simple majority of the FAC.
4. The Chairperson may at his/her discretion, schedule and conduct a vote of the FAC by email on any matter for which it is deemed not feasible to hold a normally scheduled meeting of the FAC. Any vote conducted through email

must be sent to all voting members. A quorum of ballots must be returned for a vote to be valid.

B. Funding Committee

Funding Committee meetings will be held as often as the Chairperson deems necessary or upon request on any Funding Committee member. A quorum shall be a majority of the Funding Committee members.

RULES OF PROCEDURE

1. The FAC will allocate the Urban dollars on a 4-year cycle. Three consecutive years of funds will be allocated to the Livingston County Road Commission (LCRC). The fourth year of funds will be allocated to RCOC, Cities, and/or Villages.
2. Requests for funds by LETS will be considered for any fiscal year.
3. Each relevant fiscal year, LCRC will submit their list of federally funded projects to the FAC for approval.
4. If the LCRC is not able to use its funds in any given year, the funds will be made available to RCOC, Cities, and/or Villages.
5. When funds are available to RCOC, Cities, and Villages, all respective projects will be submitted to the Funding Committee with their project Priority Rating Worksheet to be reviewed and scored. The project score, along with length of time since the last funded project in a community, will be the primary considerations in creating a prioritized project list. This prioritized list of projects will then be recommended for approval by the FAC.
6. All approved projects must be completely funded with only one year of Urban funding.

Huron Valley Federal Aid Committee Priority Rating Worksheet

<u>Project Name</u>	<u>Date</u>
<u>Submitting Agency</u>	<u>Funding Year</u> <u>Total Project Score</u>

1. National Functional Classification

Points are assigned based on the table below.

Classification	Points
Principal Arterial	10
Minor Arterial	6
Major Collector	3

Project Classification	
Project Score	

2. Traffic Volume

Determine points by dividing the Annual Average Daily Traffic (AADT) by 1000 and then rounding up to determine the project score. Maximum score of 20.

Date of Traffic Count	
AADT	
AADT/1000	
Project Score	

3. Paser Rating

Points are assigned based on the table below.

Paser Range	Points
1-2	10
3-4	15
5-6	20
7-10	0

Paser Rating Date	
Paser Rating	
Project Score	

4. Base Repair

Calculate the total pavement area (not including curb and shoulder) within the project limits. Then calculate the total base area under the pavement that will be repaired/replaced. Last, calculate the percent of the total pavement area subject to base repair/replacement. Points are assigned based on the table below.

Percent of Total Pavement Area Subject to Base Repair/Replacement	Points
>50%	10
>25% - 50%	7
>5% - 25%	5
>0% - 5%	3
0%	0

Total Pavement Area (SY)	
Total Area of Base Under Pavement to be Repaired/Replaced (SY)	
Percent of Total Pavement Area Subject to Base Repair/Replacement	
Project Score	

5. Drainage Improvements

Calculate the total project length and multiply the length by 2. Then calculate the total length of enclosed drainage pipe and/or ditches within the project limits that will be repaired, replaced, or newly installed. Last, calculate the percent of the doubled total length of the project that will be subject to these drainage improvements. Points are assigned based on the table below.

Percent of Doubled Project Length Subject to Drainage Improvements	Points
>50%	10
>25% - 50%	7
>5% - 25%	5
>0% - 5%	3
0%	0

Total Project Length x 2 (feet)	
Total Length of repaired/replaced/new drainage (feet)	
Percent of Doubled Project Length Subject to Drainage Improvements	
Project Score	

6. Local Contribution

Determine the points for local contribution according to the table below.

Local Contribution	Points
>50% Local Share	10
>40% - 50% Local Share	7
>30% - 40% Local Share	5
>20% - 30% Local Share	3
20% Local Share	0

Percent Local Share for Project	
Project Score	

Elected Officials are paid monthly in equal payments based on the annual salary approved by the board.

Non-elected regular hourly employees are paid monthly based on time recorded on time clock and PTO forms.

If an hourly employee is required to work hours other than the normal township business hours then they will be compensated at their regular rate of pay, be paid for time spent traveling and mileage. Example: Such as an MTT Hearing on a Friday that is out of town.

Appointed boards and commissions are paid as follows:

Planning Commission--~~\$80~~ \$100 per meeting as recorded by the zoning administrator and paid monthly. The chairman will receive \$150 per meeting.

Zoning Board of Appeals--~~\$80~~ \$100 per meeting as recorded by the zoning administrator and paid monthly.

Zoning Administrator will receive ~~\$80~~ \$100 for attending the Planning Commission Meeting, Zoning Board of Review Meeting and ~~\$80~~ \$100 per meeting when asked by the Supervisor, Clerk or Treasurer to attend the regular Board of Trustee meeting.

Board of Review--\$25 per hour for all meetings and training recorded on sign-in sheets paid monthly. Mileage will be paid up to 100 miles per class.

Howell Area Park and Recreation Authority Representative--\$175 per meeting, paid monthly.

Election Workers--pay rates set by election commission, approved by Board of Trustees. Time recorded on sign-in sheets for training and elections paid monthly.

Overtime

Employees will be compensated for all work authorized by their immediate supervisor in excess of 40 hours per week at a rate equal to 1½ times the employee's regular rate of pay.

All authorized work in excess of sixteen (16) consecutive hours worked, or work on holidays, will be compensated at a rate equal to two (2) times the employee's regular rate of pay.

Unpaid Furlough Days

If the workload and/or financial situation warrants, temporary unpaid furlough days may be enacted as determined by the Officers. PTO may not be taken as furlough days. Furlough days can only be changed at the request of an Official; i.e.: if the staff person is needed to come in because of an extra work load. This will not affect the benefit package.

Date of Hire

The effective date on which an individual officially hired, as an employee of Marion Township shall be designated as that individual's "Date of Hire." This date is used to determine benefits. An employee's "Date of Hire" will remain in effect throughout an employee's continuous consecutive years of paid employment with the Township. The following shall alter an employee's date of hire:

- Authorized leaves of absence exceeding 180 days, which shall change employee's



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF
ENVIRONMENT, GREAT LAKES, AND ENERGY
LANSING



LIESL EICHLER CLARK
DIRECTOR

October 28, 2019

Mr. Robert Hanvey
Marion Township
2877 West Coon Lake Road
Howell, Michigan 48843

Dear Mr. Hanvey:

SUBJECT: Stormwater, Asset Management, Wastewater (SAW)
Marion Township
SAW Grant Project Number 1306-01

We have reviewed the information contained in the rate methodology dated August 7, 2019. It has been demonstrated that significant progress has been made, as determined by the department, toward achieving the funding structure necessary to implement the program.

Accordingly, the applicant has fulfilled the significant progress requirement and complies with Section 5204e(3)(a), Part 52, Clean Water Assistance, of the Natural Resource and Environmental Protection Act, 1994 PA 451, as amended.

If there are any questions regarding approval of the rate methodology, please contact Mr. Mark Conradi, Water Infrastructure Financing Section, Finance Division, by phone at 517-284-5404, or by mail at EGLE, P.O. Box 30457, Lansing, Michigan 48909-7957.

Sincerely,

Mark Conradi, Departmental Analyst
Water Infrastructure Financing Section
Finance Division
517-284-5404

cc: Ms. Karen Nickols, EGLE