



AGENDA
CHARTER TOWNSHIP OF MERIDIAN
TOWNSHIP BOARD – REGULAR MEETING
May 17, 2022 6:00 PM

1. CALL MEETING TO ORDER
2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS
3. ROLL CALL
4. PRESENTATION
 - A. Introduction of New Police Officers
 - B. Brightline Technologies
5. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS
6. TOWNSHIP MANAGER REPORT
7. BOARD MEMBER REPORTS OF ACTIVITIES AND ANNOUNCEMENTS
8. APPROVAL OF AGENDA
9. CONSENT AGENDA (SALMON)
 - A. Communications
 - B. Minutes-May 3, 2022 Regular Meeting
 - C. Bills
 - D. Outdoor Gathering Permit-Celebrate Meridian
 - E. Waiving Sec. 50-84, Subsection (4) for the Grand River Ave Construction Project
 - F. Township Mileage Rate
 - G. Establishing Polling Places for August Primary
10. QUESTIONS FOR THE ATTORNEY
11. HEARINGS (CANARY)
12. ACTION ITEMS (PINK)
 - A. Village of Okemos LLC, Meridian Redevelopment Fund Request No. 2
 - B. Ordinance 2022-05 – Nonresidential Fence Height – **Final Adoption**
 - C. Ordinance 2022-06 – Deck/Porch Encroachments Into Yards – **Final Adoption**
 - D. Ordinance 2022-07 – RRR District Deletion – **Final Adoption**
 - E. Brownfield Redevelopment Appointment
13. BOARD DISCUSSION ITEMS (ORCHID)
 - A. Special Use Permit – 22-051 – Bickford House Okemos, 3830 and 3836 Okemos Road – Building > 25,000 square feet
 - B. American Rescue Plan Funding-1st Round Appropriation
 - C. Township Signage
 - D. Establishment of a Commercial Rehabilitation District 1655 & 1621 Haslett Road
 - E. Meeting Attendance Accommodations
 - F. Stimulus Inflationary Payment Program
14. COMMENTS FROM THE PUBLIC
15. OTHER MATTERS AND BOARD MEMBER COMMENTS
16. ADJOURNMENT

All comments limited to 3 minutes, unless prior approval for additional time for good cause is obtained from the Supervisor.
Appointment of Supervisor Pro Tem and/ or Temporary Clerk if necessary. Individuals with disabilities requiring auxiliary aids or services should contact the Meridian Township Board by contacting: Township Manager Frank L. Walsh, 5151 Marsh Road, Okemos, MI 48864 or 517.853.4258 - Ten Day Notice is Required.
Meeting Location: 5151 Marsh Road, Okemos, MI 48864 Township Hall
Providing a safe and welcoming, sustainable, prime community.





9.A

**CONSENT AGENDA
BOARD
COMMUNICATION
May 17, 2022**

From: Greg Pell
Sent: Friday, May 6, 2022 10:28 AM
To: Board <Board@meridian.mi.us>
Subject: Contact with Twn Empls

I turn to the Board for the reason that Township Employees have not responded to my phone calls. My first question is: Does the Township have a standard for returning phone calls; eg, morning calls are returned in the morning, all calls are to be returned within 24hours, etc. ??Something like that. If there is a standard, is it written or is it informal?? If written, I'd like a copy. I have placed three calls to 853-4440; public works over the past three weeks. Each time I have followed the recorded instructions; left my name, address, phone, question,etc. None have been returned. My second question is: can you retrieve the three messages I left and respond as a Board?? My third question is to ask if one can simply attend one of the upcoming meetings (May 17, June 7, June21) and be heard; or is necessary to go through a process to be placed on the agenda?? Thank you in advance for your prompt attention.
Gregory Pell.

From: Laura Bélisle

Sent: Wednesday, May 4, 2022 11:03 PM

To: Board <Board@meridian.mi.us>

Subject: Letter to Meridian Township Board

Dear Meridian Township Board,

My name is Laura Bélisle. I want to reach out to you regarding a significant, concerning issue affecting the Cornell Woods neighborhood as part of the Okemos Public Schools (OPS) bond proposal. As communicated by the OPS to parents on May 2, 2022, there is strong consideration of closing and moving Cornell Elementary. I want to bring this issue to your attention for a variety of reasons. I walk my child to Cornell Elementary every school day. I work in public administration. I know that communication and transparency are essential when dealing with the gravity of closing and moving a school. There has been no communication nor transparency on this topic until May 2, 2022. While I believe that this is the responsibility of OPS, this topic affects Meridian Township residents in significant ways, and I believe the Township administration should be involved with this information in order to ensure the public and residents are informed on this topic.

Noted at the May 2nd OPS meeting, it was clear that OPS and its consultants have not yet communicated with the Township on one of the possible locations to build a new school (in a wetland on Powell Road), which would need a road, sidewalks, and perhaps other infrastructure (water, sewer, etc.). In the Prime Meridian magazine sent this spring (2022 Edition), it is clear that Meridian Township values sustainability. As stated in the Prime Meridian magazine, the Township is currently promoting the protection of wetlands, by stating, "Over 25% of Meridian Township is covered in wetlands, making wetland stewardship an important responsibility and opportunity in every neighborhood"(Prime Meridian magazine, p.7), and there is a "goal of obtaining 25% of electricity from renewable energy by 2025" (Prime Meridian magazine, p.8). To that end, along with Meridian Township, my family also values sustainability. In fact, we chose to lay down roots in Meridian Township because of these ideals, and we purchased a home in an existing neighborhood instead of building a new home. We (and many other families in our neighborhood) chose this area to be able to walk to school, all in the name of controlling our carbon footprint. I believe Meridian Township upholds the same values as my family. However, OPS' consideration (building a new school in a wetland on Powell Road) as a replacement of Cornell Elementary shines a light that the OPS' plan communicates clearly to the public that OPS is choosing to act against Meridian Township, instead of aligning with its values. This is not only disheartening, it leaves the public confused, wondering "does Meridian Township support this action?" and "is Meridian Township truly committed to sustainability?"

I strongly encourage the Meridian Township Board to take a close look and weigh in on this topic to ensure that Meridian Township values for Cornell Elementary, the Cornell Woods neighborhood, and the greater community are considered and upheld. OPS and the Meridian Township must be aligned! Our neighborhood, children, and the greater Meridian Township loves our neighborhood schools. Reducing carbon emissions by being able to walk or ride bicycles to school encourages environmental stewardship at an early age. This would not be able to happen if a new school were built on Powell Road. As I've communicated to OPS, I want the investments made for the OPS' bond proposal to reflect the needs of the current community while respecting the principles of transparency and sustainability that make Meridian Township a "prime community". Building a new school in a wetland area does not align with Meridian Township values.

I appreciate your time and work for our neighborhood communities, our township, and its people. Thank you.

Sincerely,

Laura Belisle

From: Winson Peng

Sent: Friday, May 13, 2022 2:00 PM

To: board@okemosk12.net; Board <Board@meridian.mi.us>

Subject: Concern about potential environment issue in Bond Proposal 2022-2023

Dear Trustees of Board of Education and Board of Meridian Township,
I am resident at Cornell Woods, Okemos.

I write to draw your attention to a potentially environment issue that may caused by the proposed closure of Cornell Elementary and building of a new school at Powell Road in Bond Proposal 2022-2023. The Cornell Road is a natural beauty road. According to this guideline (http://www.michigandnr.com/FTP/forestry/Forest%20Certification%20Audit%20Documents%202015/Forest%20Certification%20Auditor%20Master%20CD%20File/MI%20Law%20Related%20to%20Forest%20Management/Part%20357%20Natural%20Beauty%20Roads.pdf?fbclid=IwAR1C2_cr_prTmV7b8qsD2dhcOYOXFgdnGKLJSGvx1LqlwZ7yKIVJDf43NsA),

"A board or a city or village legislative body shall provide for a public hearing before an act that would result in substantial damage to native vegetation in the right-of-way of a natural beauty road or natural beauty street, respectively, is permitted."

I don't have the professional expertise on this issue. I hope you can help address this concern in a transparent, professional, and sense-making way.

Best,

Winson Peng



9.B

**CONSENT AGENDA
PROPOSED BOARD MINUTES
May 17th, 2022**

PROPOSED MOTION:

- (1) Move to approve and ratify the minutes of the Regular Meeting of May 3, 2022, as submitted.**

ALTERNATE MOTION:

- (1) Move to approve and ratify the minutes of the Regular Meeting of May 3, 2022 with the following amendment(s):**

[insert amendments]

CHARTER TOWNSHIP OF MERIDIAN
REGULAR MEETING TOWNSHIP BOARD 2022 **-DRAFT-**
5151 Marsh Road, Okemos MI 48864-1198
853-4000, Township Hall Room
TUESDAY, May 3rd, 2022 **6:00 pm**

PRESENT: Supervisor Jackson, Treasurer Deschaine, Trustees Hendrickson, Sundland, Wilson, Wisinski (6:06 pm)

ABSENT: Clerk Guthrie

STAFF: Assistant Township Manager and Director of Public Works Opsommer, Chief of Police Plaga, Community Planning and Development Director Schmitt, IT Director Gebes, Clerk's Assistant Zachary Lemaster, Multimedia Staff Samantha Diehl

1. CALL MEETING TO ORDER

Supervisor Jackson called the meeting to order at 6:00 pm.

2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS

Supervisor Jackson led the Pledge of Allegiance.

3. ROLLCALL

Clerk's Assistant Lemaster called the roll of the Board.

Clerk Guthrie and Trustee Wisinski are absent, all others present.

Trustee Wisinski arrived at 6:06 pm.

4. PRESENTATION

A. Capital Area District Library Annual Report

Tom Warren and Betsy Hall gave a presentation on the Capital Area District Library Annual Report.

5. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS

Supervisor Jackson opened public remarks at 6:13 pm

Nicholas Zerilli 1555 W. Pond Dr., Apt. 31, Okemos, MI spoke in opposition of the Daniels Drain Assessment.

Katharine Scheck 1570 W. Pond Dr., Apt. 22, Okemos, MI, spoke in opposition of the Daniels Drain Assessment.

Charles Barbieri 313 S. Washington St., Lansing, MI spoke in opposition of the Daniels Drain Assessment.

Celeste Bennett 1563 W. Pond Dr., Apt. 16, Okemos, MI spoke in opposition of the Daniels Drain Assessment.

Christa Schek 1570 W. Pond Dr., Apt. 22, Okemos MI, spoke in opposition of the Daniels Drain Assessment.

Kelsey Simasko 1555 W. Pond Dr., Apt. 31, Okemos MI, spoke in opposition of the Daniels Drain Assessment.

Harlow Loch 1445 E. Pond Dr., Apt. 13, Okemos MI, spoke in opposition of the Daniels Drain Assessment.

Supervisor Jackson closed public remarks at 6:35 pm.

6. TOWNSHIP MANAGER REPORT

Manager Walsh reported on May 17th the Brightline proposal is coming forward as well as a discussion on ARP funding for local roads and IT. The annual audit should be on track for June 7th, the new Finance Director starts on the 16th. The Community Science Project will be on the 17th and contract negotiations with the bargaining groups will begin next week. There will be discussion on the Haslett Village Square project funding on the 17th. On Sunday he attended a donation event held by the Haslett Beautification Association with Trustee Wilson and tomorrow he will be meeting with MSU. The Economic Development Corporation will meet Thursday. Yesterday he and Supervisor Jackson celebrated Administrative Professionals Day with the administrative professionals group. There will be a Police Ceremony Monday at 3:30 pm. to swear in new officers Akers and Acker.

7. BOARD MEMBER REPORTS OF ACTIVITIES AND ANNOUNCEMENTS

Treasurer Deschaine

- As of Friday became a Certified Michigan Municipal Treasurer

8. APPROVAL OF AGENDA

Trustee Hendrickson moved to approve the agenda as presented. Seconded by Trustee Wisinski.

VOICE VOTE: YEAS: Supervisor Jackson, Treasurer Deschaine, Trustees Hendrickson, Sundland, Wilson, Wisinski

NAYS: None

Motion carried: 6-0

9. CONSENT AGENDA

Supervisor Jackson reviewed the Consent Agenda.

Trustee Wilson moved to approve the Consent Agenda with an amendment to the minutes Seconded by Treasurer Deschaine.

ROLL CALL VOTE: YEAS: Supervisor Jackson, Treasurer Deschaine, Trustees Hendrickson, Sundland, Wilson, Wisinski

NAYS: None

Motion carried: 6-0

A. Communications

Trustee Wilson moved that the communications not already assigned for disposition be referred to the Township Manager or Supervisor for follow-up. Seconded by Treasurer Deschaine.

ROLL CALL VOTE: YEAS: Supervisor Jackson, Treasurer Deschaine, Trustees Hendrickson, Sundland, Wilson, Wisinski

NAYS: None

Motion carried: 6-0

B. Approval of Minutes – April 26, 2022 Regular Meeting

Trustee Wilson moved to approve and ratify the minutes of April 26th, 2022 Regular Meeting as amended. Seconded by Treasurer Deschaine.

Trustee Wilson noted a correction on page twelve of the April 26th Regular Meeting Minutes as follows: “Trustee Wilson stated under this Ordinance a family of two unrelated parties are not permitted to reside together.” Should read “Trustee Wilson stated under this Ordinance a family or two unrelated parties are permitted to reside together.”

ROLL CALL VOTE: YEAS: Supervisor Jackson, Treasurer Deschaine, Trustees Hendrickson, Sundland, Wilson, Wisinski

NAYS: None

Motion carried: 6-0

C. Bills

Trustee Wilson moved to approve that the Township Board approve the Manager’s Bills as follows: Seconded by Treasurer Deschaine.

Common Cash	\$	108,157.71
Public Works	\$	2,264.52
Trust & Agency	\$	<u>1,371.22</u>
Total Checks	\$	111,793.45

Credit Card Transactions	\$ 6,250.54
04/28/2022 to 05/11/2022	
Total Purchases	<u>\$ 118,043.99</u>
ACH Payments	<u>\$ 774,060.94</u>

ROLL CALL VOTE: YEAS: Supervisor Jackson, Treasurer Deschaine, Trustees Hendrickson, Sundland, Wilson, Wisinski

NAYS: None

Motion carried: 6-0

10. QUESTIONS FOR THE ATTORNEY – NONE

11. HEARINGS

A. 2021 Order to Maintain Sidewalks Special Assessment District #19 – Resolution #5

Supervisor Jackson opened the Public Hearing at 6:40 pm.

Assistant Manager Opsommer outlined 2021 Order to Maintain Sidewalks Special Assessment District #19 – Resolution #5 for public hearing.

There was no public comment during this hearing.

Supervisor Jackson closed the Public Hearing at 6:42 pm.

12. ACTION ITEMS

A. Rezoning 21-060 – 2260 Jolly Oak Drive – PO to C-2 – **Final Adoption**

Director Schmitt outlined Rezoning 21-060 – 2260 Jolly Oak Drive – PO to C-2 for Final Adoption.

Trustee Sundland moved to adopt the resolution approving for final adoption Rezoning #21060, an ordinance to rezone the approximately one-acre parcel located at 2260 Jolly Oak Drive from PO, Professional and Office, to C-2, Commercial. Seconded by Trustee Wilson.

Trustee Sundland spoke in support of this item.

Trustee Wilson spoke in support of this item.

Trustee Hendrickson spoke in support of this item.

Treasurer Deschaine spoke in support of this item.

Supervisor Jackson stated the Planning Commission is in unanimous consent on this item.

ROLL CALL VOTE: YEAS: Treasurer Deschaine, Trustees Hendrickson, Sundland, Wilson, Wisinski, Supervisor Jackson

NAYS: None

Motion carried: 6-0

B. Daniels Drain Public Improvement SAD #21-Resolution #5

Assistant Manager Opsommer outlined Daniels Drain Public Improvement SAD #21-Resolution #5 and explained how the township came to the current assessment role with a short presentation.

Treasurer Deschaine moved to approve Daniels Drain Public Drain Improvement Special Assessment District NO. 21 Resolution NO. 5, which adopts the Special Assessment District, defraying the cost thereof by Special Assessment against the properties specifically benefited thereby, adopts the Special Assessment District final cost in the amount of \$2,619,307.09, adopts the township's 50 percent contribution in the amount of \$2,619,307.09, and adopts the Final Assessment Roll for the Daniels Drain Public Drain Improvement Special Assessment District NO. 21. Seconded by Trustee Hendrickson.

Trustee Hendrickson asked if the township has met its legal obligation in communicating assessment and public hearing information to residents.

Assistant Manager Opsommer stated it has. He further stated the requirement is to hold two Public Hearings and give legal notice 10 days prior to each. The Public Hearings were held on November 14th, 2021 and April 12th, 2022. Additional notice was given prior to a Public Hearing held on September 26th, 2015.

Treasurer Deschaine addressed comments on the assessment being tied to lack of public use on private pathways, and stated the higher assessment is due to feedback at Public Hearings. He stated this drain was petitioned five years ago and approved by the board in 2016 when the Drain Commissioner cited a much lower cost, but no action was taken for five and half years leading to the much higher cost seen today.

ROLL CALL VOTE: YEAS: Trustees Wilson, Hendrickson, Sundland, Wisinski, Supervisor Jackson, Treasurer Deschaine

NAYS: None

Motion carried: 6-0

C. Ordinance 2022-02 – Zoning Board Of Appeals Standards for Review – **Final Adoption**

Director Schmitt outlined Ordinance 2022-02 – Zoning Board Of Appeals Standards for Review for Final Adoption

Trustee Wisinski moved to adopt the resolution approving for final adoption Zoning Amendment 2022-02 to amend Section 86-221 of the Charter Township of Meridian Zoning Code, an ordinance to update the Zoning Board of Appeals standards of review. Seconded by Trustee Wilson.

Trustee Wisinski spoke in support of this item.

Trustee Wilson concurred with Trustee Wisinski.

Treasurer Deschaine spoke in support of this item.

Supervisor Jackson spoke in support of this item.

ROLL CALL VOTE: YEAS: Trustees Sundland, Wilson, Wisinski, Supervisor Jackson, Treasurer Deschaine, Trustee Hendrickson

NAYS: None

Motion carried: 6-0

D. Ordinance 2022-03 – Lake Lansing Residential Overlay, Front Yard Lot Coverage – Final Adoption

Director Schmitt outlined Ordinance 2022-03 – Lake Lansing Residential Overlay, Front Yard Lot Coverage for Final Adoption

Trustee Wilson moved to adopt the resolution approving for final adoption Zoning Amendment 2022-03 to amend Section 86-442 of the Charter Township of Meridian Zoning Code, an ordinance to update the front yard lot coverage standards in the Lake Lansing Residential Overlay District. Seconded by Trustee Wisinski.

Trustee Wilson spoke in support of this item.

Trustee Wisinski spoke in support of this item.

ROLL CALL VOTE: YEAS: Trustees Wisinski, Wilson, Supervisor Jackson, Treasurer Deschaine, Trustees Hendrickson, Sundland

NAYS: None

Motion carried: 6-0

E. Ordinance 2022-04 – Lake Lansing Residential Overlay, Front Yard Setbacks – Final Adoption

Director Schmitt outlined Ordinance 2022-04 – Lake Lansing Residential Overlay, Front Yard Setbacks for final adoption.

Trustee Hendrickson moved to adopt the resolution approving for final adoption Zoning Amendment 2022-04 to amend Section 86-442 of the Charter Township of Meridian Zoning Code, an ordinance to update the front yard setback standards in the Lake Lansing Residential Overlay District. Seconded by Treasurer Deschaine.

Trustee Hendrickson spoke in support of this item.

ROLL CALL VOTE: YEAS: Supervisor Jackson, Treasurer Deschaine, Trustees Hendrickson, Sundland, Wilson, Wisinski

NAYS: None

Motion carried: 6-0

F. Ordinance 2022-05 – Nonresidential Fence Height – **Introduction**

Director Schmitt outlined Ordinance 2022-05 – Nonresidential Fence Height for Introduction.

Trustee Wilson moved to adopt the resolution approving for introduction Zoning Amendment 2022-05 to amend Section 86-506 of the Charter Township of Meridian Zoning Code, an ordinance to update the maximum height of fences, walls, and screens in non-residential zoning districts. Seconded by Trustee Wisinski.

Trustee Wilson spoke in support of this item.

Trustee Wisinski spoke in support of this item.

ROLL CALL VOTE: YEAS: Treasurer Deschaine, Trustees Hendrickson, Sundland, Wilson, Wisinski, Supervisor Jackson

NAYS: None

Motion carried: 6-0

G. Ordinance 2022-06 – Deck/Porch Encroachments Into Yards – **Introduction**

Director Schmitt outlined Ordinance 2022-06 – Deck/Porch Encroachments Into Yards for Introduction.

Treasurer Deschaine moved to adopt the resolution approving for introduction Zoning Amendment 2022-06 to amend Section 86-564 of the Charter Township of Meridian Zoning Code, an ordinance to update the permitted yard encroachments in residential zoning districts. Seconded by Trustee Hendrickson.

Treasurer Deschaine spoke in support of this item.

ROLL CALL VOTE: YEAS: Trustees Hendrickson, Sundland, Wilson, Wisinski, Supervisor Jackson, Treasurer Deschaine

NAYS: None

Motion carried: 6-0

H. Ordinance 2022-07 – RRR District Deletion – **Introduction**

Director Schmitt outlined Ordinance 2022-07 – RRR District Deletion for introduction.

Trustee Wilson moved to adopt the resolution approving for introduction Zoning Amendment 2022-07 to amend the Zoning Ordinance of the Charter Township of Meridian at multiple sections to delete the RRR, One-Family Rural Residential Low Density District from the Zoning Ordinance. Seconded by Trustee Wisinski.

Trustee Wilson spoke in support of this item.

Trustee Wisinski spoke in support of this item.

Treasurer Deschaine spoke in support of this item.

Supervisor Jackson asked if this supports Form Based Code.

Director Schmitt replied it does not.

ROLL CALL VOTE: YEAS: Trustees Sundland, Wilson, Wisinski, Supervisor Jackson, Treasurer Deschaine, Trustee Hendrickson

NAYS: None

Motion carried: 6-0

I. 2021 Order to Maintain Sidewalks Special Assessment District #19 - Resolution #5

Assistant Manager Opsommer outlined 2021 Order to Maintain Sidewalks Special Assessment District #19 - Resolution #5 for action.

Trustee Hendrickson moved to approve the 2021 Order to Maintain Sidewalk Special Assessment District #19 Resolution #5, which adopts the Special Assessment Roll; designates the project as “2021 Order to Maintain Sidewalk Special Assessment District #19”; adopts the Assessment Roll as the “2021 Order to Maintain Sidewalk Special Assessment District NO. 19 Special Assessment Roll”; adopts the district as the “2021 Order to Maintain Sidewalk Special Assessment District #19”; adopts the amount of \$35,106.87 as the final amount for the Assessment Roll; and orders and directs the Assessment Roll to be paid and collected. Seconded by Trustee Wisinski.

Trustee Hendrickson asked if work was done back in 2021 and if notice was provided before work began to give residents the chance to maintain their own sidewalks.

Assistant Manager Opsommer replied that is correct.

Trustee Hendrickson asked how many districts exist in the township.

Assistant Manager Opsommer replied there are 36 districts, with work done on three to four a year.

Treasurer Deschaine asked if residents are charged when a sidewalk is patched before work is done.

Opsommer replied no.

ROLL CALL VOTE: YEAS: Trustees Wilson, Wisinski, Supervisor Jackson, Treasurer Deschaine, Trustees Hendrickson, Sundland

NAYS: None

Motion carried: 6-0

13. BOARD DISCUSSION ITEMS

Treasurer Deschaine noted the board has not had its 2022 retreat and will offer possible dates for the event in the future.

Supervisor Jackson noted the Boards and Commissions Joint Meeting has not happened yet this year and needs to be scheduled.

14. COMMENTS FROM THE PUBLIC

Supervisor Jackson Opened Public Remarks at 7:53 pm.

NONE

Supervisor Jackson Closed Public Remarks at 7:53 pm.

15. OTHER MATTERS AND BOARD MEMBER COMMENTS

Manager Walsh stated the May 17th meeting will bring forward the Brightline IT project, a discussion on ARP funding for roads and IT, the Community Sign Project, and a Community Redevelopment Act.

16. ADJOURNMENT

Trustee Wilson moved to adjourn. Seconded by Trustee Wisinski.

VOICE/HAND VOTE: Motion carried 6-0

Supervisor Jackson adjourned the meeting at 7:54 pm.

PATRICIA H. JACKSON,
TOWNSHIP SUPERVISOR

DEBORAH GUTHRIE
TOWNSHIP CLERK



To: Board Members
From: Frank L. Walsh, Township Manager
Date: May 17, 2022
Re: Board Bills

Charter Township of Meridian
Board Meeting
5/17/2022

MOVED THAT THE TOWNSHIP BOARD APPROVE THE MANAGER'S
BILLS AS FOLLOWS:

COMMON CASH	\$	291,652.76
PUBLIC WORKS	\$	39,991.45
TRUST & AGENCY	\$	935.75
TOTAL CHECKS:	\$	332,579.96
CREDIT CARD TRANSACTIONS 04/28/22 to 05/11/2022	\$	7,641.13
TOTAL PURCHASES:	\$	<u>340,221.09</u>
ACH PAYMENTS	\$	<u>550,458.39</u>

05/12/2022 11:31 AM
 User: GRAHAM
 DB: Meridian

INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF MERIDIAN
 EXP CHECK RUN DATES 05/17/2022 - 05/17/2022
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
 BANK CODE: GF

Vendor Name	Description	Amount	Check #
1. AIRGAS GREAT LAKES	ORDER #1109681467 MEDICAL OXYGEN	148.46	
2. AT & T	APRIL 2022 LEGACY TELEPHONE NUMBERS - 517.349.1200	31.49	
	APRIL 2 - MAY 1, 2022 - HVAC @THB 517.347.1710 201	50.10	
	APRIL 2 - MAY 1, 2022 - THB HVAC 517 347.6021 564	137.71	
	APRIL 2 - MAY 1, 2022 - PSB FAX 517 347-4285 924 0	49.92	
	APRIL 2 - MAY 1, 2022 - PSB FAX 517 347 6826 173 5	50.47	
	APRIL 2 - MAY 1, 2022 - DS-1 TO FIRE#92 - 517 R01-	337.20	
	APRIL 2 - MAY 1 2022 - THB DS1 TO COEL 517 R01 56	365.20	
	TOTAL	1,022.09	
3. AUTOMATED BUSINESS EQUIPMENT	DELIVER/INSTALL FPI 4730 FOLDER/INSERTER/SEALER	20,020.00	107062
4. BOARD OF WATER & LIGHT	04/01/2022 - 05/01/2022 STREETLIGHT SERVICE	614.57	
5. BRD PRINTING, INC	PRIME MERIDIAN MAGAZINE PRINTING & ALTERATIONS	7,078.19	
	PRIME MERIDIAN MAGAZINE PRINTING AND MAILING SERVI	559.27	
	TOTAL	7,637.46	
6. BROOK SNYDER	OVRPMT RENTAL PROP FEES - OTTAWA DR	70.00	
7. BSN SPORTS	SOFT TOUCH 15" STAY DOWN CONVERTIBLE BASES, SET/3	2,229.92	
8. BULL ENTERPRISES	JANITORIAL SERVICES TWP BLDGS APRIL 2022	8,477.00	
9. CAPITAL AREA DISTRICT LIBRARY	HALF OF 2022 GREEN GRANT RECIPIENTS CADL	500.00	
10. CAPITOL HARLEY - DAVIDSON INC	UNIT #107 - POLICE - UNIT 107 HARLEY REPAIRS	854.92	
11. CINTAS CORPORATION	MECHANICS UNIFORMS APRIL 6 2022	28.87	
	MECHANICS UNIFORMS APRIL 13 2022	28.87	
	MECHANICS UNIFORMS APRIL 20 2022	36.87	
	MECHANICS UNIFORMS APRIL 27 2022	28.87	
	TOTAL	123.48	
12. CONSUMERS ENERGY	EMERGENCY PMT UTILITIES FOR S. WIEGERINK	543.48	107063
13. D & K TRUCK CO	WATER - UNIT 690	30.68	
	MOTOR POOL - FIRE - UNIT 138	31.65	
	TOTAL	62.33	
14. DAVID BORNEMAN, LLC	LAKE LANSING NORTH PRESCRIBED BURN 4/10/2022	7,725.00	
15. FAHEY SCHULTZ BURZYCH RHODES PLC	LEGAL FEES - FIRE DEPT	112.50	
	LEGAL FEES - POLICE DEPT	7,891.00	
	LEGAL FEES - ENFORCEMENT MATTERS	5,693.00	
	LEGAL FEES - COLLECTIVE BARGAINING	787.50	
	LEGAL FEES - PUBLIC WORKS	5,251.50	
	LEGAL FEES - WINSLOW MOBILE HOMES	3,155.00	
	LEGAL FEES - EYDE-SIERRA RIDGE	1,810.50	
	LEGAL FEES - ASSOC BLDG CONTR PREV WAGE	1,552.50	
	LEGAL FEES - PHG LAND DEV	870.50	
	LEGAL FEES - TKG MERIDIAN TWN CNTR	128.00	
	LEGAL FEES - HANNAH HOSPITALITY	67.50	
	LEGAL FEES - PENINSULA HOTEL GROUP	1,104.00	
	LEGAL FEES - WALGREEN	211.00	
	LEGAL FEES - YONGXU	2,541.50	
	LEGAL FEES - PANERA	114.50	
	LEGAL FEES - TKG MERIDIAN TWN CTR	128.00	
	TOTAL	31,418.50	

05/12/2022 11:31 AM
 User: GRAHAM
 DB: Meridian

INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF MERIDIAN
 EXP CHECK RUN DATES 05/17/2022 - 05/17/2022
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
 BANK CODE: GF

Vendor Name	Description	Amount	Check #
16. FISHBECK, THOMPSON, CARR & HUBER	PROF SERVICES THRU 4.15.22 WUP HANNAH CROSS/WETLAN	1,319.45	
17. FORESIGHT GROUP	RETURN ENVELOPES - ASSESSING	162.66	
18. GALLAGHER BENEFIT SERVICES, INC	MAY 2022 HEALTH INS CONSULTING FEES	2,741.69	
19. GRANGER	4/19/2022 TO 5/1/22 - SEASONAL TRASH SERVICE IN PA	795.47	
20. HAMMOND FARMS	CUST #131405 - GRASS SEED FOR PARK MAINTENANCE	245.00	
21. HASLETT COMMUNITY CHURCH	HALF 2022 GREEN GRANT RECIPIENT- HASLETT COMMUNITY	1,500.00	
22. HASLETT-OKEMOS ROTARY	MEMBERSHIP FEE 2ND QTR 2022 FOR DEBORAH GUTHRIE	145.00	
23. HERBERT A. ROBINSON	OVRPMT AMBULANCE FEE	100.66	
24. INTERNATIONAL CONTROLS & EQUIP	LARGE DOG PARK KEY FOBS PROGRAMMING SVS	160.00	
25. JON SOUTHWORTH	RACCOON REMOVAL - HISTORICAL VILLAGE BARN	180.00	
26. KIESLER'S POLICE SUPPLY INC	AMMUNITION	2,411.88	
27. KIWANIS CLUB OF HASLETT-OKEMOS	OTTAWA PARK FLAGS OVER MERIDIAN	40.00	
28. LAFONTAINE AUTOMOTIVE GROUP	UNIT #680- REPAIR PARTS	110.28	
29. LANSING PARKS AND RECREATION	CARNIVAL GAMES RENTAL EASTER EVENT	90.00	
30. LANSING SANITARY SUPPLY INC	BLDGS - CUSTODIAL SUPPLIES -APRIL 25 2022	440.38	
	JANITORIAL SUPPLIES FOR PARKS	516.02	
	TOTAL	956.40	
31. LOGICALIS	3/1/22 - LOGICALIS IT HELP DESK SERVICE	3,345.00	
	5/1/22 - LOGICALIS IT HELP DESK SERVICE	3,345.00	
	TOTAL	6,690.00	
32. LUANN MAISNER	REIMB MEETING FARMERS' MRKT SPONSOR	8.33	
33. MACEO	2022 DUES Z. FENNER	60.00	
34. MAG OKF, LLC	UNIT #661 ORD REPAIR PARTS AND SERVICE	220.58	
35. MAHO	2022 MEMBERSHIP Z. FENNER	40.00	
36. MASON BASEBALL/SOFTBALL CLUB	MASON BASEBALL SOFTBALL CLUB ONE TEAM PAYMENT	155.00	
37. MEDICAL MANAGEMENT SYSTEMS OF	APRIL 2022 COLLECTION FEE AMBULANCE BILLINGS	7,314.55	
38. MERIDIAN TOWNSHIP	TRANSFER FLEX CHECKING 5/6/2022 PAYROLL	611.91	
39. MI ASSOC OF EQUALIZATION DIRECTORS	J. FLOWERS - REGISTRATION TRAINING ON 6/9/22	65.00	107103
40. MICHIGAN DEMOLITION	DEMO OF PROPERTY AT 5280 OKEMOS ROAD HOUSE	15,000.00	
41. MID MICHIGAN EMERGENCY EQUIPMENT	POLICE - INTERCEPTOR WINDOW PROTECTION	2,880.00	
	MOTOR POOL - POLICE - UNIT 694 UPFITTING	2,322.00	
	TOTAL	5,202.00	

Vendor Name	Description	Amount	Check #
42. MIKE DEVLIN	REIMB EASTER EGG HUNT & MOM TO MOM SALE SUPPLIES	21.99	
	REIMB EASTER EGG HUNT & MOM TO MOM SALE SUPPLIES	43.56	
	REIMB EASTER EGG HUNT & MOM TO MOM SALE SUPPLIES	9.00	
	REIMB EASTER EGG HUNT & MOM TO MOM SALE SUPPLIES	33.16	
	REIMB EASTER EGG HUNT & MOM TO MOM SALE SUPPLIES	76.23	
	REIMB EASTER EGG HUNT & MOM TO MOM SALE SUPPLIES	40.20	
	REIMB EASTER EGG HUNT & MOM TO MOM SALE SUPPLIES	94.22	
	REIMB EASTER EGG HUNT & MOM TO MOM SALE SUPPLIES	27.17	
	REIMB EASTER EGG HUNT & MOM TO MOM SALE SUPPLIES	11.25	
	REIMB EASTER EGG HUNT & MOM TO MOM SALE SUPPLIES	41.97	
	TOTAL	398.75	
43. MONTESSORI RADMOOR SCHOOL	HALF OF 2022 GREEN GRANT AGREEMENT	1,500.00	
44. OFFICE DEPOT	18 X 24 YARD SIGNS/YARD SIGN BASE	125.92	
45. PEOPLEFACTS LLC	APRIL 2022 - PRE-EMPLOYMENT CREDIT CHECKS	30.47	
46. PIOTR LUPA	REFUND LAND CLEARING APPLICATION FEE	100.00	
47. PRINT MAKERS SERVICE INC	2022 KIP COPIER SERVICE CONTRACT & METER CHARGES	846.08	
48. PROGRESSIVE AE	LAKE LANSING MGT - PROF SERVICES THRU 4/29/22	3,585.68	
49. QUALITY TIRE INC	MOTOR POOL TIRES - STOCK	674.20	
	MOTOR POOL TIRES - 2022	36.00	
	MOTOR POOL TIRES - 2022	154.74	
	STOCK TIRES	1,479.82	
	TOTAL	2,344.76	
50. RECLAIMED BY DESIGN	MAY 2022 RECYCLING CENTER SERVICES	2,000.00	
51. RETRACTABLE SCEEN SOLUTIONS INC	RETRACTABLE WIND SCREEN FOR MARKETPLACE ON THE GRE	4,606.00	
52. RIVER RAISIN SECURITY & TECHNOLOGY	50% REFUND ELECTRICAL PERMIT CANCELLED	107.50	
53. ROB ANTCLIFF	SOCCER CLINIC	300.00	
54. ROWERDINK AUTOMOTIVE PARTS	ORDER #579590 - UNIT #128 REPAIR PARTS	81.73	
	ORDER #282890 - REPAIR PARTS	186.00	
	ORDER #583500 - UNIT #48 REPAIR PARTS	281.39	
	ORDER #583810 - CREDIT FLEET REPAIR PARTS	(186.00)	
	ORDER #593700 - UNIT #128 REPAIR PARTS	293.25	
	ORDER #594170 - MEDIC 92/UNIT #663 REPAIR PARTS	226.00	
	ORDER #594510 - CREDIT REPAIR PARTS	(216.82)	
	ORDER #599760 - UNIT #125 REPAIR PARTS	71.78	
	ORDER #501100 - UNIT #111 REPAIR PARTS	47.70	
	ORDER #502970 - UNIT #663 MEDIC 92 REPAIR PARTS	289.69	
	ORDER #503350 - UNIT #663 MEDIC 92 REPAIR PARTS	133.62	
	ORDER #334280 - UNIT #663 MEDIC 92 REPAIR PARTS	34.12	
	ORDER #598730 - UNIT #39 REPAIR PARTS	210.05	
	ORDER #509920 - UNIT #677 REPAIR PARTS	3.59	
	TOTAL	1,456.10	
55. SAFETY SYSTEMS INC	REPAIRS @ SERVICE CENTER	382.00	
56. SHAHEEN CHEVROLET INC	MOTOR POOL - BOLTS FOR REPAIRS FOR UNIT 133	80.20	
	MOTOR POOL - BOLTS FOR REPAIRS FOR UNIT 133	48.12	
	TOTAL	128.32	
57. SIGNARAMA OF LANSING EAST	NAME TAGS - TRUSTEE HENDRICKSON & WILSON	61.00	

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INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF MERIDIAN
 EXP CHECK RUN DATES 05/17/2022 - 05/17/2022
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
 BANK CODE: GF

Vendor Name	Description	Amount	Check #
58. SIGNATURE FORD INC.	MOTOR POOL - POLICE DEPT - 2022 FLEET PURCHASE	25,630.00	
	MOTOR POOL - PARKS/LAND PRESERVATION - F150	32,044.00	
	TOTAL	57,674.00	
59. SKYLINE OUTDOOR	PARKS AND REC BANNERS	300.00	
60. SOLDAN'S FEED & PET SUPPLIES	CANINE SUPPLIES FOR K9	36.99	
	CANINE SUPPLIES FOR K9	31.99	
	SUPPLIES FOR K9 - PURCHASED 05/13/21	36.99	
	TOTAL	105.97	
61. SPICER GROUP	DANIELS DRAIN ASSESSMENT ROLL PROFESSIONAL SERVICE	2,980.00	
62. STAPLES	CUST #27066262 - SUMMARY INV 8066031322 - C. FIRE	41.70	
	CUST #27066262 - SUMMARY INV 8066031322	114.00	
	CUST #27066262 - SUMMARY INV 8066031322	132.52	
	CUST #27066262 - SUMMARY INV 8066031322	69.91	
	CUST #27066262 - SUMMARY INV 8066031322	108.26	
	TOTAL	466.39	
63. SUE MCMASTER	FARM MARKET VENDOR DEC 2021	15.00	
64. SUSAN WALSWORTH	REIMB FOR U14 BASEBALL SEASON	140.00	
65. SWAGIT PRODUCTIONS, LLC	APRIL 2022 VIDEO STREAMING SERVICE HOMTV	2,613.75	
66. T MOBILE	3/1/22-4/20/22 - BACKUP CELLULAR DATA SERVICE 517.	30.27	
67. THE SHYFT GROUP USA, INC	MOTOR POOL - FIRE - ENGINE 92 - UNIT	8,742.51	
68. TRI-COUNTY CIT	TRAINING - M. COLE & M. HEINEMANN	200.00	
69. VARIPRO BENEFIT ADMINISTRATORS	MAY 2022 FLEX SPENDING ADMINISTRATION COST	154.00	
	JUNE 2022 RETIREE MEDICARE SUPPLEMENT	13,950.07	
	TOTAL	14,104.07	
70. VERIZON CONNECT	04/01/22-04/30/22 - VEHICLE DATA UPLINK - MERI07	1,359.96	
71. VERIZON WIRELESS	MAR 24 - APR 23 2022 - ACCT #686304174-00001	4,416.72	
72. WASTE MANAGEMENT	5/1/22-5/31/22 - GAYLORD C SMITH CT - 2YD DUMPSTER	177.94	
73. WESCO ENERGY SOLUTIONS	BUILDINGS - LED CONVERSIONS	23,961.60	
74. WEST MICHIGAN INTERNATIONAL	UNIT #138 - FIRE - ANNUAL CHECK OVER AND REPAIRS	6,702.93	107102
75. WEST SHORE FIRE INC	SCBA PARTS AND REAPIR	816.00	
76. YEO & YEO	PROF AUDIT SERVICES THRU APRIL 30, 2022	21,100.00	
TOTAL - ALL VENDORS		291,652.76	

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INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF MERIDIAN
EXP CHECK RUN DATES 05/17/2022 - 05/17/2022
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: PWHRZ

Vendor Name	Description	Amount	Check #
1. BURDETTE MYERS	OVRPMT FINAL SEWER BILL - HASLETT RD	41.25	
2. CARL SCHLEGEL INC	WATER - CLASS II SAND	1,211.25	
3. CUMMINS INC	2022 INSP LOAD BANK GEN MAINT SERIAL #B100096785	699.67	
4. DUKES ROOT CONTROL INC	SEWER MAIN ROOT TREATMENT 2022	10,000.00	
5. FERGUSON WATERWORKS #3386	WATER - BRASS FOR CUSTOMER INSTALLATIONS	14,853.80	
	WATER - MAIN REPAIR CLAMPS	3,192.00	
	WATER - DISTRIBUTION SYSTEM REPAIR PARTS 2022	482.00	
	WATER - MAIN REPAIR CLAMPS	4,446.00	
	WATER - DISTRIBUTION SYSTEM REPAIR PARTS 2022	954.00	
	WATER - DISTRIBUTION SYSTEM REPAIR PARTS 2022	1,935.00	
	WATER - PARTS FOR CUSTOMER INSTALLATIONS 2022	197.63	
	WATER - PARTS FOR CUSTOMER INSTALLATIONS 2022	848.26	
	TOTAL	26,908.69	
6. GALLAGHER BENEFIT SERVICES, INC	MAY 2022 HEALTH INS CONSULTING FEES	508.31	
7. GEALENE BACON	OVR PMT SEWER/WATER BILL - EASTWAY DR	169.05	
8. TRANSNATION TITLE	OVRPMT FINAL WATER BILL-GREENCLIFF DR, E. LANSING	34.50	
9. VERIZON WIRELESS	MAR 24 - APR 23 2022 - ACCT #686304174-00001	418.73	
TOTAL - ALL VENDORS		39,991.45	

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INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF MERIDIAN
EXP CHECK RUN DATES 05/17/2022 - 05/17/2022
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: TA

Vendor Name	Description	Amount	Check #
1. CITY MAN	OVRPMT SUMMER 2021 PROP TAXES - GR RIVER 249	13.11	13294
2. ELIZABETH & FREDERICK THORNE	BIRCH ROW DR - OVRPMT SUMMER 2021 PROP TAXES	12.11	
3. EUGENE YU	OVRPMT WINTER PP TAXES - DUNMORROW	20.00	
4. JOAN JONCKHEERE	OVRPMT WINTER 2021 PROP TAX - SEQUOIA TRAIL	9.00	
5. LERETA	5407 MAPLE RIDGE OVER PAYMENT OF WINTER PROPERTY T	879.30	
6. MERIDIAN TOWNSHIP DDA	DPP PAYOUT 4/16/22 TO 4/30/22	2.23	13295
TOTAL - ALL VENDORS		935.75	

Credit Card Report 04/28/22-5/11/22

Account Name	Posting Date	Transaction Amount	Transaction Merchant Name
LAWRENCE BOBB	2022/04/28	\$141.58	THE HOME DEPOT #2723
LAWRENCE BOBB	2022/04/29	\$69.94	THE HOME DEPOT #2723
LAWRENCE BOBB	2022/05/02	\$49.97	THE HOME DEPOT #2723
LAWRENCE BOBB	2022/05/05	\$17.50	THE HOME DEPOT #2723
LAWRENCE BOBB	2022/05/09	\$427.40	THE HOME DEPOT 2723
LAWRENCE BOBB	2022/05/11	\$77.00	AC&E RENTALS INC
ROBERT STACY	2022/04/29	(\$1.70)	AC&E RENTALS INC
ROBERT STACY	2022/04/29	\$30.00	AC&E RENTALS INC
ROBERT STACY	2022/05/04	\$403.76	USA BLUE BOOK
TYLER KENNEL	2022/05/02	\$23.88	THE HOME DEPOT #2723
TYLER KENNEL	2022/05/09	\$116.47	THE HOME DEPOT #2723
NYAL NUNN	2022/05/11	\$120.00	ASFPM PECOR
KYLE ROYSTON	2022/04/29	\$36.39	SAFETYSIGN.COM
KYLE ROYSTON	2022/04/29	\$26.97	THE HOME DEPOT #2723
KYLE ROYSTON	2022/05/03	\$23.88	HASLETT TRUE VALUE HARDW
MICHAEL HAMEL	2022/05/06	\$332.46	GFG INSTRUMENTATION, INC
MICHAEL HAMEL	2022/05/09	\$51.48	BOUND TREE MEDICAL LLC
DEBBIE BUDZYNSKI	2022/05/11	\$70.56	OFFICEMAX/OFFICEDEPT#3379
KYLE FOGG	2022/05/02	\$170.00	HAMMOND FARMSLANDSCAPE SU
KYLE FOGG	2022/05/05	\$40.45	THE HOME DEPOT #2723
ANDREW MCCREADY	2022/05/05	\$310.00	MICHIGAN ASSOC OF CHIEFS
ANDREW MCCREADY	2022/05/06	\$208.36	SHANTY CREEK RESORTS -
JANE GREENWAY	2022/05/02	\$337.96	THE HOME DEPOT 2723
ALLISON GOODMAN	2022/05/05	\$198.76	MEIJER # 253
ALLISON GOODMAN	2022/05/11	\$10.14	SOLDAN S PET SUPPLIES
JACOB FLANNERY	2022/05/10	\$17.99	MIDWEST POWER EQUIPMENT
DANIEL OPSOMMER	2022/05/05	\$23.53	HASLETT TRUE VALUE HARDW
DANIEL OPSOMMER	2022/05/09	\$101.44	AMZN MKTP US*1L5ZQ40E1
TIMOTHY BOOMS	2022/05/10	\$104.00	FROGGY'S FOG
CHRISTINE CASSIDY	2022/04/28	\$159.50	TELEFLEX LLC
KRISTI SCHAEDING	2022/05/06	\$11.55	LANGUAGE LINE
KRISTI SCHAEDING	2022/05/06	\$150.00	LEXISNEXIS EPIC
KRISTI SCHAEDING	2022/05/06	\$184.16	HASLETT ANIMAL HOSPITA
KRISTI SCHAEDING	2022/05/09	\$120.00	MI STATE POLICE PMTS
KRISTI SCHAEDING	2022/05/10	\$30.00	MI STATE POLICE PMTS
KRISTEN COLE	2022/05/02	\$25.00	OPENTIMECLOCK
KRISTEN COLE	2022/05/11	\$67.74	STAPLS7356359108000001
FRANK L WALSH	2022/04/28	\$10.00	LANSING PARKING RAMP TIBA
FRANK L WALSH	2022/04/29	\$4.00	LANSING PARKING RAMP TIBA
FRANK L WALSH	2022/05/03	\$424.91	OLD CHCG PIZZA AND TAP RM
ROBIN FAUST	2022/05/05	\$72.67	NATIONAL ASSOCIATION OF
BRANDIE YATES	2022/04/28	\$6.00	LANSING PARKING RAMP TIBA
STEPHEN GEBES	2022/05/05	\$203.66	COMPLETE BATTERY SOURCE
STEPHEN GEBES	2022/05/06	\$36.97	AMZN MKTP US*133RN6OS2
RICHARD GRILLO	2022/04/28	\$4.00	LANSING PARKING RAMP TIBA
ROBERT MACKENZIE	2022/04/28	\$610.00	ADAPTIVE MICRO SYSTEMS LL
ROBERT MACKENZIE	2022/05/06	\$98.80	AMAZON.COM*135SW0Y91 AMZN
LUANN MAISNER	2022/05/03	(\$120.00)	HORROCKS FARM MARKET LA
DAN PALACIOS	2022/05/04	\$24.95	COMPLETE BATTERY SOURCE
DAN PALACIOS	2022/05/05	\$159.91	THE HOME DEPOT #2723
KEITH HEWITT	2022/04/29	\$33.74	THE HOME DEPOT #2723
KEITH HEWITT	2022/05/05	\$12.00	MARKS LOCK SHOP INC

MICHAEL DEVLIN	2022/05/02	\$48.35	FACEBK XR2SFCT592
MICHAEL DEVLIN	2022/05/10	\$466.26	JETS PIZZA - MI-053 - MOT
MICHAEL DEVLIN	2022/05/11	\$105.19	WRISTBAND.COM
MICHELLE PRINZ	2022/05/02	\$19.78	AMZN MKTP US*1Q4MP6GA0 AM
MICHELLE PRINZ	2022/05/02	\$29.93	AMZN MKTP US*1Q1448TQ0
MICHELLE PRINZ	2022/05/11	\$16.48	AMZN MKTP US*1350F3QF2
MICHELLE PRINZ	2022/05/11	\$18.97	AMZN MKTP US*1382X3600
DENISE GREEN	2022/05/02	\$60.00	OKEMOS COMMUNITY ED
DENISE GREEN	2022/05/02	\$392.00	RETRODUCK.COM
CATHERINE ADAMS	2022/04/29	\$69.99	AMZN MKTP US*1376B54W1
CATHERINE ADAMS	2022/05/04	\$40.71	SOLDAN S PET SUPPLIES
PHIL DESCHAIINE	2022/04/29	\$178.50	COMFORT INN & SUITES
PHIL DESCHAIINE	2022/05/02	\$31.50	COMFORT INN & SUITES
PHIL DESCHAIINE	2022/05/03	\$60.00	INGHAM CO 55TH JDCL CT
PHIL DESCHAIINE	2022/05/03	\$60.00	INGHAM CO 55TH JDCL CT
PHIL DESCHAIINE	2022/05/03	\$80.00	INGHAM CO 55TH JDCL CT
PHIL DESCHAIINE	2022/05/03	\$80.00	INGHAM CO 55TH JDCL CT
ED BESONEN	2022/04/28	\$0.52	PAS*PASSPT LANSING PR
ED BESONEN	2022/05/04	\$12.18	TARGET 00003657
ED BESONEN	2022/05/05	\$0.52	PAS*PASSPT LANSING PR
ED BESONEN	2022/05/06	\$0.52	PAS*PASSPT LANSING PR

<u>Total</u>	<u>\$7,641.13</u>
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ACH Transactions

Date	Payee	Amount	Purpose
4/28/2022	Blue Care Network	\$ 91,561.15	Employee Health Insurance
5/3/2022	Health Equity	\$ 2,222.00	Employee Health Savings Account
5/3/2022	Eye Med	\$ 2,607.39	Employee Vision Insurance
5/4/2022	Blue Care Network	\$ 13,620.00	Employee Health Insurance
5/5/2022	Consumers Power	\$ 19,224.85	Utilities
5/6/2022	Invoice Cloud	\$ 1,127.20	Utility Transaction Fees
5/6/2022	Consumers Power	\$ 38,007.52	Utilities
5/6/2022	Nationwide	\$ 6,433.01	Payroll Deductions 05/06/2022
5/6/2022	Various Financial Institutions	\$ 287,679.31	Direct Deposit 05/06/2022
5/6/2022	State of Michigan	\$ 15,447.96	MI Business Tax
5/6/2022	IRS	\$ 103,859.03	Payroll Taxes 05/06/2022
5/6/2022	ICMA	\$ 45,950.43	Payroll Deductions 05/06/2022
5/9/2022	Delta Dental	\$ 14,279.69	Employee Dental Insurance
5/11/2022	Blue Care Network	\$ 28,563.05	Employee Health Insurance
Total ACH Payments		\$ 550,458.39	



To: Board Members

9. D

**From: LuAnn Maisner, CPRP, Director of
Department of Parks and Recreation**

Date: May 10, 2022

Re: Celebrate Meridian Outdoor Gathering Permit Approval

The Meridian Township Parks and Recreation Department is the applicant for the Outdoor Gathering Permit Application for Celebrate Meridian Festival scheduled for Saturday, June 25, 2022 in Central Park and at Marketplace on the Green.

Celebrate Meridian is a community-wide event that will feature live music, food trucks, beer and wine tent, games and activities for families, historic village tours, and fireworks display at approximately 10:15 pm on Saturday.

Township Ordinance requires the regulation, licensing, and control of gatherings which draws upon the health, sanitation, fire, police, transportation, utility, and other public services normally provided by the Township. The ordinance enumerates specific public safety standards that must be set. Therefore, the application was forwarded to the Fire, Police, and Community Planning & Development Departments and the Ingham County Health Department for inspection, review and approval.

The following motion is proposed for Board consideration:

**MOVE TO APPROVE THE OUTDOOR ASSEMBLY LICENSE FOR THE
CELEBRATE MERIDIAN FESTIVAL TO BE HELD ON JUNE 25, 2022 IN CENTRAL
PARK AND MARKETPLACE ON THE GREEN.**

Attachments:

1. Application for Outdoor Assembly License
2. Map
3. License for Outdoor Assembly

Charter Township of Meridian

Application for Outdoor Assembly License

I. Description of Applicant

Name: Meridian Township Parks and Recreation Department

Age: n/a

Residence Address: 5151 Marsh Road, Okemos, MI 48864

Mailing Address: 2100 Gaylord C. Smith Court, Haslett, MI 48840

If Applicant is a partnership or association, provide the above information for all partners, officers and directors, or other sponsors. If Applicant is a corporation, file its Articles of Incorporation, together with the names and address of all officers, directors, and shareholders having a financial interest greater than Five Hundred (\$500.00) dollars therein. Attach separate sheets containing such information.

II. The purpose and character of the proposed assembly is as follows:

Celebrate Meridian Festival– a community-wide event sponsored by Meridian Township on Saturday, June 25, 2022. Saturday’s activities will include live music, food trucks and restaurant booths, beer and wine tent, games and activities for families, children’s activity area with inflatable obstacle course, kiddie carnival rides, historic village tours, Farmers’ Market, and a fireworks display at approximately 10:15 pm.

III. The proposed assembly is to be conducted at (address):

Central Park, 5151 Marsh Road, Okemos and
Marketplace on the Green, 1995 Central Park Drive, Okemos

The legal description of the premises is:

Central Park – Meridian Township Municipal Building
Marketplace on the Green

The premises are owned by Applicant.

If the premises are not owned by Applicant, attach an affidavit from the owner indicating his consent to use the site for the proposed assembly.

IV. The dates and hours during which the proposed assembly is to be conducted are as follows:

- Saturday, June 25, 2022 Farmers’ Market – 8:00 am – 2:00 pm
- Historic Village activities 12:00 pm – 7:00 pm
- Central Park children’s activities -- 3:00 pm – 9:30 pm
- Marketplace on the Green activities starting at 4:00 pm – midnight, including the cleanup

V. Applicant estimates that the maximum number of persons expected at the assembly for each day it is conducted is:

10,000

VI. Applicant hereby agrees to observe and obey the minimum requirements contained in Chapter 65 of the Township Code of Ordinances, except that applicant requests that the Township Board grant a waiver of the following provisions:

Section 65-9 Provision c: waive application fee

The reasons in support of the requested waiver are as follows:

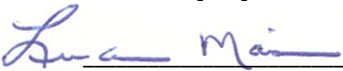
This is a government operated community-wide celebration.

VII. Attach a detailed explanation, including drawings and diagrams where applicable, of Applicant's plans to provide for the following:

1. Police and fire protection;
2. Food and water supply and facilities
3. Health and sanitation facilities
4. Medical facilities and services, including emergency vehicles and equipment
5. Vehicle access and parking facilities;
6. Camping and trailer facilities;
7. Illumination facilities;
8. Communication facilities;
9. Noise control and abatement;
10. Facilities for clean-up and waste disposal;
11. Insurance and bonding arrangement.

In addition, attach a detailed map or maps of the overall site of the proposed assembly.

Date: May 10, 2022



 Director of Parks and Recreation

Received by Township Clerk's Office:

By: _____ Date: _____

Please submit five (5) copies of this Application and its attachments. Copies shall be forwarded to the Township Police Chief, Fire Chief, Manager and the Ingham County Health Department, for their review, investigation and findings and recommendations, within twenty (20) day of the date this Application is filed.



Celebrate Meridian Event

5151 MARSH ROAD, OKEMOS, MI



1" = 250'

Celebrate Meridian Festival
Application for Public Gathering Permit
Explanation of Activity

Applicant:	Meridian Township 5151 Marsh Road Okemos, MI 48864	Contact Name:	LuAnn Maisner
		Phone:	517-853-4600

Date: May 10, 2022

The Meridian Township Parks and Recreation Department respectfully submits the following report addressing the questions in Section VII of the Application for Public Gathering Permit.

This year's activities will be hosted on Township-owned grounds (Central Park (5151 Marsh Road and at Marketplace on the Green, 1995 Central Park Drive) with an estimated attendance of 10,000. Since this event will include a fireworks display, crowds normally gathering within a half-mile radius of the launch area. Activities include a children's' Fun Zone area on the Central Park soccer field, a beer and wine tent, food trucks and booths, live musical entertainment at Marketplace on the Green and concludes with a fireworks display at 10:20pm.

Answers to application questions:

- 1. Police and Fire Protection:** The Meridian Township Police and Fire Departments will be present throughout the event. Police Department personnel will provide general security, secure barricades at designated areas of Central Park and direct traffic from certain parking lot exits. EMS/Fire Department will be present to secure the perimeter around the fireworks launch area and provide medical aid if needed during the event.
DUE TO ROAD CONSTRUCTION WORK IN THE COMMUNITY, CENTRAL PARK DRIVE WILL REMAIN OPEN THROUGHOUT THE DAY. IT WILL ONLY CLOSE DURING THE FIREWORKS DISPLAY FROM 10:15PM THROUGH 10:45PM.
- 2. Food and Water Supply and Facilities:** Food and beverages will be provided by vendors, who are responsible for obtaining all the necessary permits from the Ingham County Health Department or other agencies. Water is available from drinking fountains in the following areas: School House in the Historical Village, the Central Park Pavilion, New Central Park Restroom building, Police Department, Township Hall, and at Marketplace on the Green, and available for purchase from food vendors. Event volunteers will be provided bottled water.
- 3. Health and Sanitation Facilities:** Restrooms will be available in the following locations: the School House in the Historical Village, Central Park Pavilion, Central Park Restroom Building, Township Hall, porta jons in Central Park, Marketplace on the Green and porta jones at Marketplace on the Green. Up to approximately fifteen (15) separate portable toilets and sinks will be strategically placed on the Central Park/Municipal Building campus and Marketplace on the Green.

4. **Medical Facilities and Services:** EMS vehicles and personnel will be present during event to attend to any necessary medical emergencies. Police Officers, certified with MFR training, will be present during the event, as well.
5. **Vehicle Access and Parking Facilities:** As a general rule, the crowds will be parking at the Meridian Mall, Central Park stores, Target, Home Depot and Meijer parking lots. Central Park Drive will remain open to through traffic as it serves as an official detour route due to road construction on Grand River Avenue and Okemos Road. Emergency vehicles will have access to festival site via Central Park Drive and the Meridian Mall parking lot access drives.
6. **Camping and Trailer Facilities:** No camping or trailer facilities will be needed.
7. **Illumination Facilities** - The parking lots at Meridian Mall and the Township Hall are lighted. We also have portable light towers for use following the fireworks display.
8. **Communication Facilities:** Communication devices will be used by Police and Fire personnel. Cell phones will be utilized by event staff. All phone numbers will be shared with all persons assigned to the event to facilitate direct communication.
9. **Noise Control and Abatement:** The permanent music stage located at Marketplace on the Green will host the musical entertainment from 11am – 10pm. The stage faces south toward Meridian Mall. The fireworks will last approximately 16 to 20 minutes starting at approximately 10:15pm. Rockets will produce a loud noise audible for several miles. Noise is expected because of the nature of the activity.
10. **Facilities Clean-up and Waste Disposal:** Clean-up will be conducted by Public Works personnel and fireworks pyro-technician immediately following the event. Park Maintenance personnel will provide additional trash receptacles for the event and will clean up litter from areas surrounding after the event.
11. **Insurance and bonding arrangement:** A special insurance policy will be secured for the event through David Chapman Insurance Co.



9.E.

To: Board Members

**From: Dan Opsommer, Assistant Township Manager
Director of Public Works and Engineering**

Date: May 17, 2022

Re: Waiving Sec. 50-84, Subsection (4) for the Grand River Ave Construction Project

We need to waive Sec. 50-84, subsection (4) in a narrow manner for the Grand River Ave/M-43 construction project in order to get Grand River Ave reopened as soon as possible. Every day that we allow work to be performed is a day that we're closer to reopening Grand River Ave and we alleviate the congestion and traffic burdens being placed on residents, businesses, school districts, etc.

This subsection in our code of ordinances restricts construction hours to 7 a.m. to 9 p.m. Monday through Saturday. It prohibits construction work at all hours of the day on Sundays and holidays. Here is the specific subsection in question:

***(4) Construction.** Operating or permitting the operation of any tools or equipment used in construction, excavation, demolition, alteration, or repair of any building, street, or highway between the hours of 7:00 p.m. and 7:00 a.m. the following day or on Sundays or federal holidays such that the sound therefrom is plainly audible in any dwelling, hotel, hospital, office, or residence or on any residential property other than the property from which the noise emanates or originates with the following exceptions:*

***a.** Noise from the operation of any tools or equipment used in construction, excavation, demolition, alteration, or repair of any building, street, or highway that does not exceed 50 dBA as measured at the property line of the closest residential use shall be permitted between 7:00 p.m. and 9:00 p.m., not including Sundays or federal holidays.*

There is good buffering from residential neighborhoods as the vast majority of the construction zone is a commercial corridor. Additionally, the lane closures and restrictions on turn movements will remain in place regardless of whether or not we allow construction work on Sundays. Construction hours on Sundays will be no different than construction work every other day of the week.

This idea was brought forward by Trustee Hendrickson. In response to the idea, I contacted Hoffman, the general contractor for the Grand River Ave project, and asked them if they would utilize the Sunday option if we granted it. They stated that the construction crews will still use Sundays as their primary day off to rest. However, if they encounter delays due to weather or other issues, this will allow them to make up that lost time on Sundays. For example, if they

Memo to Township Board

May 17, 2022

Re: Waiving Sec. 50-84, Subsection (4) for the Grand River Ave Construction Project

Page 2

experience rain delays on a Wednesday, they could take that day off and then work on Sunday instead. Hoffman will give me updates on when they are utilizing the Sunday construction option.

Again, every day that we allow work to be performed is a day that we're closer to reopening Grand River Ave and we alleviate the congestion and traffic burdens being placed on residents, businesses, school districts, etc.

The following motion has been prepared for Board consideration:

MOVE TO WAIVE SECTION 50-84, SUBSECTION (4) IN OUR CODE OF ORDINANCES TO PERMIT MDOT AND ITS CONTRACTOR AND SUBCONTRACTORS WORKING ON THE GRAND RIVER AVE (M-43) CONSTRUCTION PROJECT TO CONDUCT CONSTRUCTION WORK BETWEEN THE HOURS OF 7 A.M. AND 7 P.M. ON SUNDAYS UNTIL SUNDAY, DECEMBER 11, 2022.



9. F

To: Board Members
From: Frank L. Walsh, Township Manager
Date: May 13, 2022
Re: Township Mileage Rate

At the March 15, 2022 Township Board meeting, I requested that the Township Board increase the mileage reimbursement from 55.5 cents per mile for team members who are traveling on official township business to the reimbursement rate of 62.5 cents per mile.

The increase helped bridge the gap for our team and at that time the Board's motion stated the increase would be revisited at the first Township Board meeting in May 2022. At this time, I am suggesting that the Board consider keeping the mileage reimbursement rate at 62.5 cents per mile.

We will revisit the issue during the creation of the 2023 Township Budget.



**9.G
Updated**

To: Board Members
From: Deborah Guthrie, Clerk
Date: May17, 2022
Re: Establishing Polling Places for August Primary

The Meridian Township Board has before it a consent item to approve the establishment and abolishment of Precinct locations in Meridian Township to administer elections according to state law. The final date cities and townships can establish, move or abolish a polling place for the August primary is June 3, 2022. The next Meridian Township Board meeting is June 7, 2022. Therefore, this request is before the Township Board today.

Michigan Election Law:

168.662 Designating place of holding election in city, village, or township; polling places; use of publicly owned or controlled buildings; rental or erection of buildings; facilities; central polling places; abolishment; compliance with voting accessibility.

MCL Sec. 168.662 (1) The legislative body in each city, village, and township shall designate and prescribe the place or places of holding an election for a city, village, or township election, and shall provide a suitable polling place in or for each precinct located in the city, village, or township for use at each election. Except as otherwise provided in this section, school buildings, fire stations, police stations, and other publicly owned or controlled buildings shall be used as polling places. If it is not possible or convenient to use a publicly owned or controlled building as a polling place, the legislative body of the city, township, or village may use as a polling place a building owned or controlled by an organization that is exempt from federal income tax as provided by section 501(c) other than 501(c)(4), (5), or (6) of the internal revenue code of 1986, or any successor statute.

Background:

In 2021, the School Districts requested polling locations be moved out of the schools for the safety of school children. The Clerk and Deputy Clerk met with School Officials at each location to assess school safety issues, building conditions and the ability to meet ADA compliance. We knew based off these site visits, and election security issues across the country, that we would need to make adjustments before the 2022 elections.

In 2021, the County Reapportionment Commission apportioned two (2) additional County Commission Districts in Meridian Township. The apportionment of these new County Commission Districts apportioned by the Ingham County Apportionment Committee created County Commission District 12, 13, 14, and 15.

That same year, the State Redistricting Commission created new boundary lines for State Representative which includes a new house district; 75th District and 73rd District.

This action by the county and the state created several split precincts in the township. Michigan Election Law (MCL 168.661) sets guidelines for apportionment specifically addressing precinct splits: **“City**

and township election commissions shall divide precincts... in order that a precinct, as far as is practical, is not split between districts..."

Precinct splits cause confusion among voters and place significant burdens on election administrators and poll workers who must prepare for and implement multiple ballot styles in affected precincts. The implementation of multiple ballot styles opens the possibility for errors.

In February 2022, the Bureau of Elections recommended Meridian Township review Precinct 17 because it exceeded the 2,999 active voters allowed in one precinct. **MCL 168.661(2) states that any precinct with more than 2,999 active registered voters must be divided into multiple precincts.** The Election Commission split Precinct 17 into two Precincts, creating Precinct 16.

Due to all of this, **in April 2022**, the Township Clerk's Office and Engineering Department reviewed the maps resulting from Michigan Redistricting and County Reapportionment. Those maps, along with current school boundary line maps identified several "precinct splits". The Election Commission carefully reviewed and approved precinct boundary line changes to eliminate precinct splits within Meridian Township. Splitting Precinct 17, eliminating precincts splits, created three (3) new Precincts in the township. Each Precinct is required by law to have a designated polling location established by the Township Board in Charter Townships.

Establishing Polling Places:

Establishing and abolishing polling locations is the responsibility of the Township Board in Charter Townships (MCL 168.662). This law provides that the Township Board determine the location of polling places in the jurisdiction. It also establishes the following with respect to the establishment of polling places by:

- Whenever possible, a polling place must be located in a publicly owned or controlled facility such as a school building, fire station or police station.
- If it is necessary to establish a polling place in a building other than a publicly owned or controlled facility, the building must be owned or controlled by an organization that is "exempt from federal income tax pursuant to section 501(c) other than 501(c)(4), (5), or (6) of the internal revenue code of 1986..."
- As an exception to the above, a polling place may be established in a "profit or nonprofit residence or facility in which 150 persons or more aged 62 or older reside or at an apartment building or complex in which 150 persons or more reside."
- All polling places must be fully accessible to the elderly and handicapped. If necessary, the use of temporary ramps and signs designating handicap parking spaces may be employed on Election Day to ensure access.
- If a polling place is established in a building not owned or controlled by the city or township, it is advisable to have a polling place use agreement with the building owners.
- A polling place may not be established in a building that is owned by a business, individual, firm, organization, etc. that has established, directs, controls or financially supports the administration of a Political or Independent Committee registered under the Campaign Finance Act. This prohibition extends to a building owned by a subsidiary of a corporation or the local of a labor organization if the parent corporation or labor organization has established, directs, controls or financially supports the

administration of a Political or Independent Committee.

- The same polling place may be used to accommodate up to six precincts if logistically practical. While the polling place is not required to be located within the precinct boundaries, each precinct must have its own precinct board within the shared polling place.
- A polling place may not be established, moved or abolished less than 60 days before an election unless the polling place has been “damaged, destroyed, or rendered inaccessible or unusable as a polling place.”

Attachments:

- Current Precinct Boundary Map
- Polling Location Layout Requirements
- VOTER ID Notice

Request Before the Board:

With Statewide redistricting, County Reapportionment, and Township Precinct Boundary Line Alterations, every voter in Meridian Township is affected by boundary changes and will receive a new Voter ID card around the end of May/early June.

We are allowed to have up to six precincts at one polling location. Each precinct must have its own precinct set up within the polling location. Precincts within a polling location can share voter assist terminals which cuts down on the cost of purchasing voter assist terminals for the three new precincts.

A motion is prepared for the Board to establish and abolish the following precinct locations which meet MCL 168.662 Designating place of holding election in city, village, or township; polling places; use of publicly owned or controlled buildings; rental or erection of buildings; facilities; central polling places; abolishment; compliance with voting accessibility.

Abolish the following Precinct locations and reasons:

Haslett Middle School; 1535 Franklin, Haslett, MI. 48840 (school safety)
Haslett High School; 5450 Marsh Rd., Haslett, MI. 48840 (school safety)
Murphy Elementary School; 1875 Lake Lansing Road, Haslett, MI 48840 (school safety)
Cornell Elementary School; 4371 Cornell Rd., Okemos, MI. 48864 (school safety)
Edgewood School; 1826 Osage Drive, Okemos, MI. 48864 (school safety)
Wardcliff School; 5150 Wardcliff Drive, East Lansing, MI. 48823 (Mold issues)
Central Elementary School; 4406 Okemos Rd, Okemos, MI. 48823 (school safety)
Hiawatha Elementary School; 1900 Jolly Rd., Okemos, MI. 48864 (school safety)
Bennett Woods Elementary School; 2650 Bennett Road, Okemos MI. 48864 (school safety)
Snell Towar Recreation Center; 6146 Porter Ave., East Lansing, MI. 48823 (too small to set up a precinct inside, does not meet ADA Compliance guidelines)
Meridian Service Center; 2100 Gaylord C. Smith Court (reconfigurations inside no longer able to meet space requirements of a polling location)
United Church of Christ MI Conference; 5945 Park Lake Road, East Lansing, M. 48823 (due to COVID, no longer wished to be a location)

Establish the following NEW Precinct locations:

Haslett Community Education; 1590 Franklin St., Haslett, MI. 48840 Red Cedar Church; 550 W. Grand River Rd. #3150, Okemos, MI. 48864 Ingham County Rehab Facility; 3860 Dobie Rd., Okemos, MI. 48864 Faith Lutheran; 4515 Dobie Rd., Okemos, MI. 48864 Church of the Nazarene; 1906 Hamilton Rd., Okemos, MI. 48864 Okemos Library; 4321 Okemos Rd., Okemos, MI 48864 Okemos Community Church; 4734 Okemos Rd., Okemos, MI. 48864

****Crossroads Assembly of God, 2400 E. Lake Lansing Rd., East Lansing, MI 48823**

****Lake Lansing Baptist Church, 5960 N. Okemos Rd.; East Lansing, MI 48823**

This would establish the following Polling locations in Meridian Township:

PCT 1 St. Luke Lutheran Church
PCT 2 St. Luke Lutheran Church (formerly Haslett Middle School)
PCT 3 Haslett Community Ed (formerly Haslett High School)
PCT 4 Crossroads Assembly of God (formerly Murphy Elementary School)
PCT 5 Haslett Community Church
PCT 6 Red Cedar Church (formerly Meridian Township Hall)
PCT 7 Faith Lutheran (formerly Kinawa Middle School)
PCT 8 Faith Lutheran (formerly located at Cornell Elementary School)
PCT 9 Church of the Nazarene (formerly located at Edgewood School)
PCT 10 Meridian Municipal Building (formerly Township Service Center)
PCT 11 2|42 Community Church
PCT 12 Meridian Municipal Building (formerly Wardcliff School)
PCT 13 Okemos Library (formerly Central Elementary School)
PCT 14 Ingham County Rehab Facility (formerly Hiawatha Elementary)
PCT 15 2|42 Community Church (formerly Meridian Senior Center)
PCT 16 (NEW Precinct) 2/42 Community Church
PCT 17 2|42 Community Church (formerly Bennett Woods Elementary)
PCT 18 New Hope Church (formerly Snell Towar Recreation Center)
PCT 19 New Hope (formerly United MI Conference Center)
PCT 20 Okemos Community Church (formerly New Hope Church)
PCT 21 (NEW Precinct) Okemos Community Church
PCT 22 (NEW Precinct) Ingham County Rehab

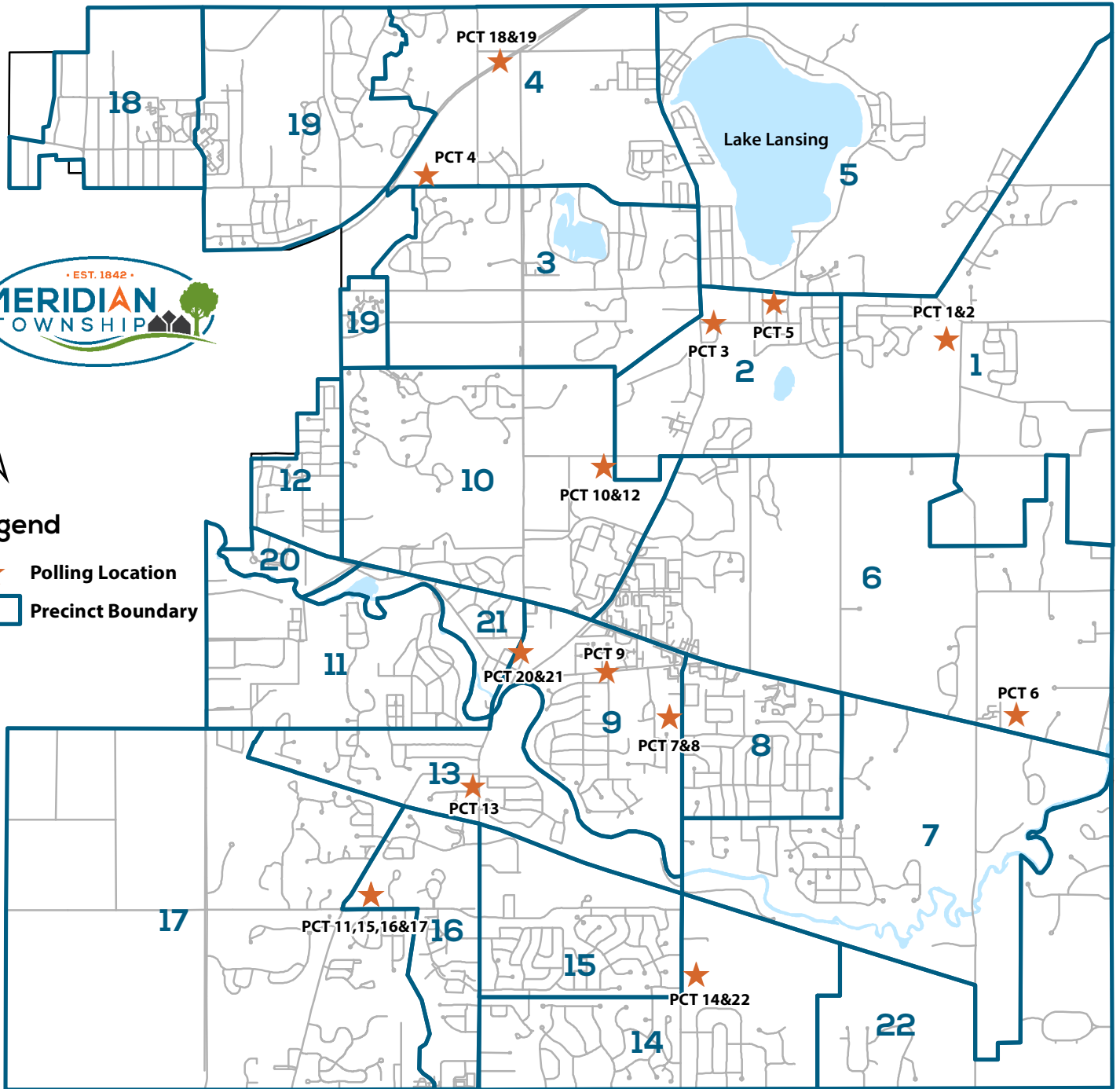
Move to approve the abolishment of current precinct locations and establishment of NEW precinct locations and direct the Clerk to update the state qualified database as soon as possible AND mail updated voter ID cards to every voter in the township and change notices as required by MCL 168.499(3)).

Voting Precincts & Polling Locations Map



Legend

-  Polling Location
-  Precinct Boundary

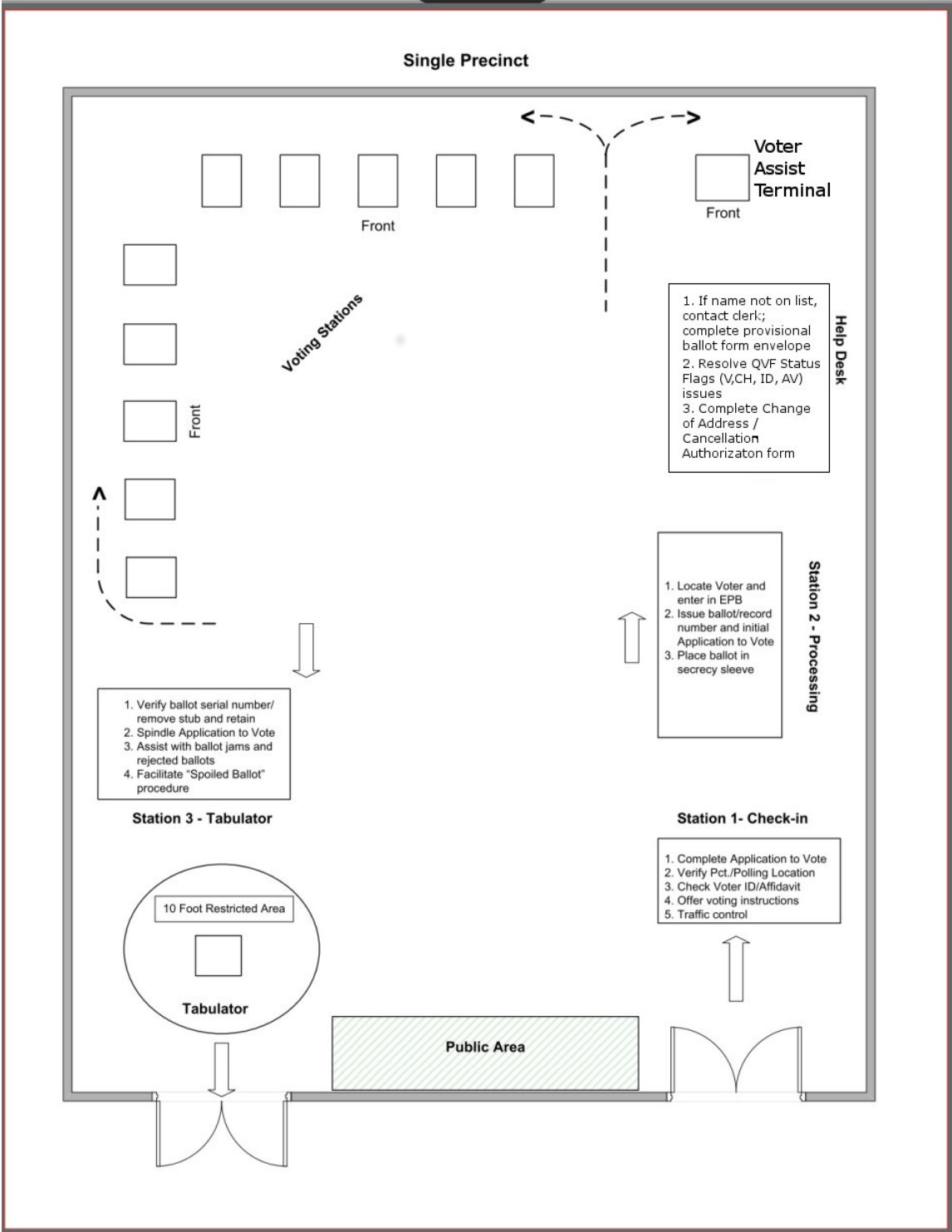


- | | | | |
|---|--|---|---|
| 1. St. Luke Lutheran Church
5589 Van Atta Road | 7. Faith Lutheran Church
4515 Dobie Road | 13. Okemos Library
4321 Okemos Road | 19. New Hope Church
2170 E Saginaw Hwy |
| 2. St. Luke Lutheran Church
5589 Van Atta Road | 8. Faith Lutheran Church
4515 Dobie Road | 14. Ingham County Rehab Facility
3860 Dobie Road | 20. Okemos Community Church
4734 Okemos Road |
| 3. Haslett Community Education
1590 Franklin Street | 9. Church of the Nazarene
1906 Hamilton Road | 15. 2/42 Community Church
2600 Bennett Rd | 21. Okemos Community Church
4734 Okemos Road |
| 4. Crossroads Assembly of God
2400 E Lake Lansing Road | 10. Meridian Municipal Building
5151 Marsh Road | 16. 2/42 Community Church
2600 Bennett Road | 22. Ingham County Rehab Facility
3860 Dobie Road |
| 5. Haslett Community Church
1427 Haslett Road | 11. 2/42 Community Church
2600 Bennett Road | 17. 2/42 Community Church
2600 Bennett Road | |
| 6. Red Cedar Church
550 W Grand River Ave | 12. Meridian Municipal Building
5151 Marsh Road | 18. New Hope Church
2170 E Saginaw Hwy | |

Last Updated: 5/17/2022



SAMPLE LAYOUT:



IMPORTANT NOTICE!

DEBORAH GUTHRIE, TOWNSHIP CLERK
MERIDIAN TOWNSHIP
5151 Marsh Road
Okemos MI 48864-1104



PRESORTED
FIRST CLASS
U.S. POSTAGE
PAID
TAYLOR, MI
PERMIT NO. 107

RETURN SERVICE REQUESTED

Dear Voter,
Due to redistricting, your various district numbers, precinct number and polling location may have changed. Please look over the information carefully and detach at all perforations and save for future reference.

Thank you for voting!

Deborah Guthrie
Meridian Township Clerk
ClerksOffice@meridian.mi.us

VOTER INFORMATION CARD

Twp.:
County:

Precinct: Date:

Listed below are the various districts in which you reside:

US Congressional:

State Senate:

State Rep.:

County Comm:

School District:



F
O
L
D

Polling Location for ALL Elections:

[Blank area for marking the polling location]

MAIL
TO

SIGNATURE
OF
VOTER X

DETACH
ALL
PERFS

MERIDIAN TOWNSHIP

Deborah Guthrie, Township Clerk



To: Meridian Township Board Members

From: Neighborhoods & Economic Development Director Amber Clark

Date: April 26, 2022

RE: Resolution to adopt Village of Okemos LLC, Meridian Redevelopment Fund Request No. 2

Summary

At the April 26, 2022 regular Board meeting, a Public Hearing was held regarding the request of the Village of Okemos, LLC's request for the use of the Meridian Redevelopment Fund for improvements to the public infrastructure of Ardmore, Clinton, Methodist and Hamilton streets. This contribution of the Township will serve as part of the public funding match requirement for the Michigan Economic Development Corporation's Revitalization and Place Making Grant, an application that closes at the end of May 2022. The Township Board is the final authorizing body to approve any request of the use of the Redevelopment Fund. The funding would be issued only after the signing of a development agreement indicating the terms of the funding and when payments will be issued.

History

The Village of Okemos, LLC submitted a request of \$3.3M to the Meridian Economic Development Corporation (EDC) through the Meridian Redevelopment Fund (MRF) application process. The Meridian EDC members recommended the creation of a subcommittee with two members elected from the Meridian Township Board governing body, to review the application request. The Township Board at their February 15th meeting, elected Supervisor Patricia Jackson and Treasurer Phil Deschaine to join the executive members of the Meridian EDC as the creation of the "Village of Okemos, LLC Subcommittee". The subcommittee reviewed the application to the Meridian Redevelopment Fund, for the intent of the MRF, which approves, partially approves, or denies the request to utilize the funds for public infrastructure improvements for the project.

The Village of Okemos, LLC Meridian Redevelopment Request No. 2 Subcommittee, held its first meeting **Tuesday, March 1, 2022** to review the application and discuss approval, partial approval or denial of the request. The developers requested \$3.3M in funding to address underground water, sewer, utility work and repaving of Ardmore, Clinton, Hamilton, and Methodist at the project site. The Village of Okemos, LLC Subcommittee after discussion, formally recommended to the Meridian EDC board at their regular



meeting **Thursday, March 3, 2022** to support the Village of Okemos, LLC MRF request for an amount not to exceed \$1,250,000. The Meridian EDC also moved to support an additional review of the use of the Redevelopment fund later in the budget cycle for the Township. **Tuesday, March 15, 2022** the Meridian Township board made the motion for the Economic Development Director to set a public hearing date according to the Economic Development Corporation Act to hear public comment on the request for the Village of Okemos LLC, for the use of the MRF for public infrastructure improvements. **April 26, 2022** the Township Board held a public hearing to receive comment related to the proposed request. Many comments centered on support of the funding being used only for public street improvements.

Budgetary Considerations

The DDA Tax Increment Financing (TIF) can serve as a reimbursement avenue to the Meridian Redevelopment Fund (MRF) after the project is complete and the property taxes have been evaluated. The DDA TIF is a reimbursement financing tool for a developer to use to support redevelopment in the district. The DDA TIF was written to support funding for public improvements near the project site. Allowing the use of the MRF assists the developer to have a flow of funding resources upfront to complete the necessary utility work for the site.

The recommendation for \$1,250,000 toward public infrastructure improvement is based on the internal review of the estimated costs for lining or replacing services and repaving of the streets.

Township Board Actions

The request for the Township board today is to adopt the attached resolution in time for staff to include this as the public funding match for the Revitalization and Placemaking (RAP) Grant by May 31. The attached resolution depicts the project plan and requests the board adopt the resolution in support improvements of public infrastructure within the right of way on the project. The Board after adopting the attached resolution will give final authorization for the creation of a Development Agreement to set the terms of the funding with the developer.

Township Board Motion (1): Move to adopt the attached resolution authorizing Township Staff to create a Development Agreement with the Village of Okemos, LLC for the use of the Meridian Redevelopment Fund; and set the terms of the funding request with the developer not to exceed \$1,250,000.

RESOLUTION TO RECOMMEND APPROVAL

**Meridian Redevelopment Fund
Village of Okemos, LLC
Request No. 2
Township Board**

RESOLUTION

At the regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held in said Township on the ___th day of _____, 2022 at 6:00 p.m., Local Time.

PRESENT:

ABSENT:

The following resolution was offered by _____ and supported by _____.

WHEREAS, the Township Board, at its meeting on April 26, 2021, held a public hearing to receive comments regarding the request of the Village of Okemos, LLC to use the Meridian Redevelopment Fund in support of public infrastructure improvements near the project site; and

WHEREAS, an application to the Meridian Redevelopment Fund dated January 31, 2022 was submitted by the Village of Okemos, LLC. The Meridian Economic Development Corporation requested the creation of a subcommittee comprised of the executive offices of the Meridian Economic Development Corporation and two members of the Township Board. This initiated the Village of Okemos, LLC MRF Subcommittee; and

WHEREAS, the Village of Okemos, LLC Meridian Redevelopment Fund Subcommittee held a public meeting on Tuesday March 1, 2022 to review the application from the Village of Okemos, LLC. The Village of Okemos, LLC requested the use of the Meridian Redevelopment Fund to support public infrastructure improvements for \$3,286,262; and

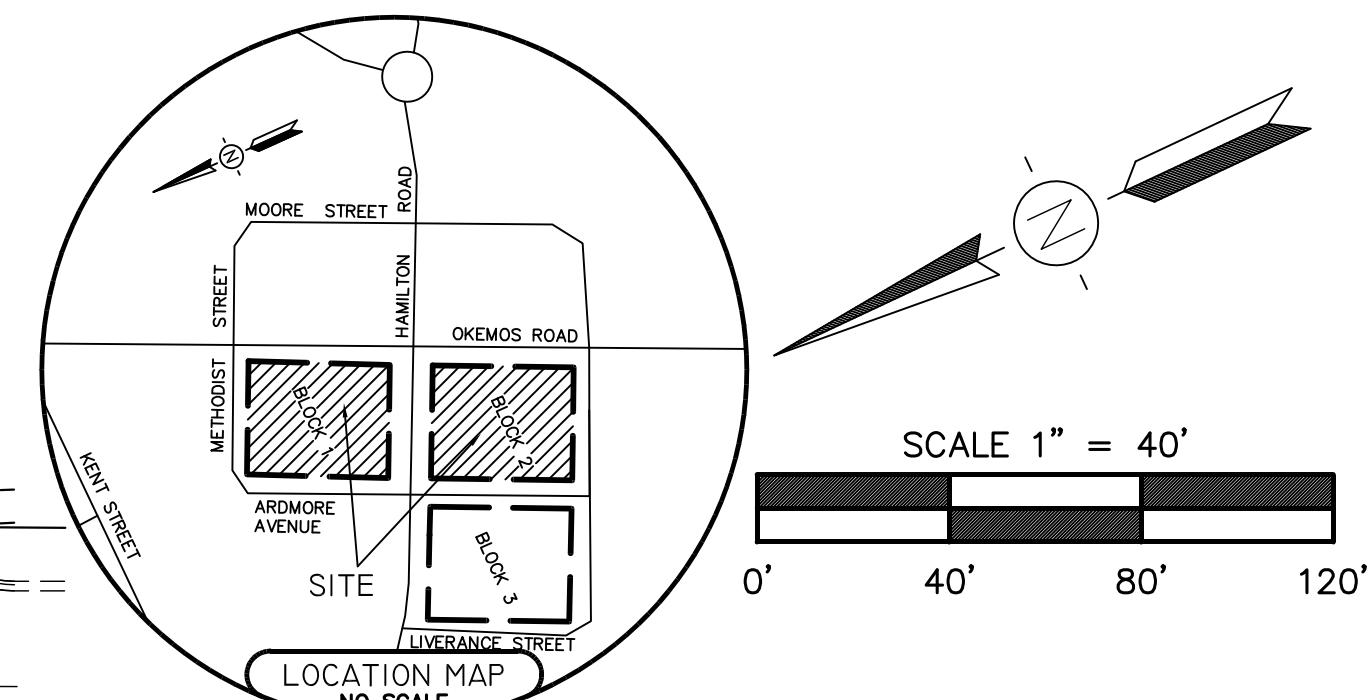
WHEREAS, the Village of Okemos, LLC subcommittee made a motion to recommend to the Meridian Economic Development Corporation the use of the Meridian Redevelopment Fund, not to exceed \$1,250,000. At the regular meeting of the Meridian Economic Development Corporation on March 3, 2021, the Meridian Economic Development Corporation Board heard the request for the use of the Meridian Redevelopment Fund and recommended approval of the proposal from the Village of Okemos LLC, Subcommittee to authorize the use of \$1,250,000; and

WHEREAS, the proposed project plan includes the improvements to public infrastructure to address stormwater management, gas and electric utility connection, address water, sewer, utility updates all within the public right of way on Ardmore, Clinton, Hamilton and Methodist streets. These streets surround the redevelopment project site. The support of the Meridian Redevelopment Fund will also address repaving of Ardmore, Clinton, Hamilton and Methodist roads; and

WHEREAS, the Meridian Economic Development Corporation submitted a formal recommendation to the Township Board for their review of the request. The Township Board at their regular meeting March 15, 2022 made the motion authorizing staff to set a public hearing to receive public

MUPUD PLAN FOR: Village of Okemos

MERIDIAN TOWNSHIP, INGHAM COUNTY, MICHIGAN



EX. STORM SEWER INVENTORIES

CATCH BASIN #100 RM ELEV. = 851.88 8" RCP N INV. = 847.69 TOP OF DEBRIS ELEV. = 847.66 SUMP ELEV. = 846.19	CATCH BASIN #126 (DEMO) RM ELEV. = 846.24 6" PVC SE INV. = 846.15 TOP OF DEBRIS ELEV. = 846.10	CATCH BASIN #127 (DEMO) RM ELEV. = 846.88 8" RCP N INV. = 844.49 SUMP ELEV. = 844.04	CATCH BASIN #128 (DEMO) RM ELEV. = 847.24 8" VCP NE INV. = 844.05 8" PVC S INV. = 844.05 TOP OF DEBRIS ELEV. = 844.04	CATCH BASIN #129 (DEMO) RM ELEV. = 848.81 4" S INV. = 845.28 12" RCP NW INV. = 845.19 SUMP ELEV. = 844.13	CATCH BASIN #130 (ADJUST TO 849.42) 12" RCP E INV. = 844.91 12" RCP SE INV. = 844.93 (REMOVE) SUMP ELEV. = 843.68 PROP. I.E. 12" NW/S 844.93	CATCH BASIN #131 RM ELEV. = 846.24 15" RCP N INV. = 840.99 15" RCP E INV. = 839.05 8" VCP SW INV. = 842.60 12" RCP W INV. = 843.06 SUMP ELEV. = 838.56	CATCH BASIN #132 RM ELEV. = 846.00 15" RCP S INV. = 841.09 SUMP ELEV. = 838.70	CATCH BASIN #133 RM ELEV. = 846.58 12" RCP N INV. = 838.68 12" RCP E INV. = 838.69 12" RCP S INV. = 840.04 15" RCP W INV. = 838.23	CATCH BASIN #134 RM ELEV. = 846.71 TOP OF DEBRIS ELEV. = 845.41	CATCH BASIN #135 RM ELEV. = 844.37 12" RCP NE INV. = 840.73 12" RCP SE INV. = 842.62 SUMP ELEV. = 838.56	CATCH BASIN #136 RM ELEV. = 846.68 12" RCP S INV. = 843.69 12" RCP NW INV. = 843.89 SUMP ELEV. = 840.92	CATCH BASIN #137 RM ELEV. = 846.55 12" RCP N INV. = 841.45 18" RCP N INV. = 833.92 24" RCP E INV. = 833.83 12" RCP SW INV. = 840.56 18" RCP W INV. = 834.37	CATCH BASIN #138 RM ELEV. = 846.01 12" RCP S INV. = 841.59 SUMP ELEV. = 840.09	CATCH BASIN #140 RM ELEV. = 836.40 8" PVC NW INV. = 836.40 SUMP ELEV. = 836.15	CATCH BASIN #141 RM ELEV. = 839.97 18" RCP NW INV. = 834.70 18" RCP E INV. = 834.52 8" PVC SE INV. = 835.11 SUMP ELEV. = 835.75	CATCH BASIN #142 RM ELEV. = 841.24 12" RCP NE INV. = 834.56 18" RCP S INV. = 834.18 18" RCP W INV. = 834.14	CATCH BASIN #143 RM ELEV. = 840.02 10" RCP N INV. = 835.36 12" RCP NW INV. = 835.34 SUMP ELEV. = 835.02	CATCH BASIN #144 RM ELEV. = 841.65 6" PVC NE INV. = 840.41 4" PVC SE INV. = 838.15 10" RCP S INV. = 837.38 SUMP ELEV. = 836.75	CATCH BASIN #146 RM ELEV. = 836.82 6" PVC N INV. = 834.15 SUMP ELEV. = 833.47	CATCH BASIN #147 RM ELEV. = 837.62 12" RCP S INV. = 833.02 10" RCP W INV. = 833.13 TOP OF DEBRIS ELEV. = 833.47	CATCH BASIN #149 RM ELEV. = 851.94 6" VCP N INV. = 847.59 6" VCP S INV. = 847.49	CATCH BASIN #150 RM ELEV. = 852.27 TOP OF DEBRIS ELEV. = 850.07	CATCH BASIN #151 RM ELEV. = 849.30 8" RCP SW INV. = 844.59 TOP OF DEBRIS ELEV. = 844.33	CATCH BASIN #152 RM ELEV. = 848.90 8" METAL E INV. = 841.49 12" RCP S INV. = 841.49 8" RCP W INV. = 845.11 SUMP ELEV. = 841.49	CATCH BASIN #125 RM ELEV. = 848.84 8" RCP E INV. = 845.44 6" PVC NW INV. = 845.49 SUMP ELEV. = 845.24
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EX. LEGEND

- SET 1/2" BAR WITH CAP
- FOUND IRON AS NOTED
- DISTANCE NOT TO SCALE
- FENCE
- ASPHALT
- CONCRETE
- GRAVEL
- DECK
- ADA PLATE
- EXISTING SPOT ELEVATION
- EXISTING CONTOUR ELEVATION
- BUILDING OVERHANG
- GAS LINE
- UNDERGROUND TELEPHONE
- UNDERGROUND TELEVISION
- UNDERGROUND ELECTRIC
- OVERHEAD WIRES
- GUARDRAIL
- DECIDUOUS TREE
- CONIFEROUS TREE
- SANITARY MANHOLE
- DRAINAGE MANHOLE
- ELECTRIC MANHOLE
- TELEPHONE MANHOLE
- CATCHBASIN
- DOWNSPOUT
- SANITARY CLEANOUT
- FIRE HYDRANT
- VALVE
- UTILITY POLE
- LIGHT POLE
- GROUND LIGHT
- TRAFFIC SIGNAL
- GUY WIRE
- UTILITY PEDESTAL
- TRANSFORMER
- HANDHOLE
- ELECTRIC METER
- GAS METER
- WATER METER
- SIGN
- POST
- AIR CONDITIONING UNIT

PROPOSED LEGEND

- PROPOSED WATER MAIN
- PROPOSED SANITARY SEWER
- PROPOSED STORM SEWER
- PROPOSED C.B. MANHOLE (NEW)
- PROPOSED C.B. MANHOLE (EXISTING)
- UTILITY EASEMENT
- CENTER LINE OF ROAD
- RIGHT OF WAY
- PROPERTY LINE
- FIRE HYDRANT
- WATER VALVE
- THRUST BLOCK
- PROPOSED TOP OF CURB ELEV.

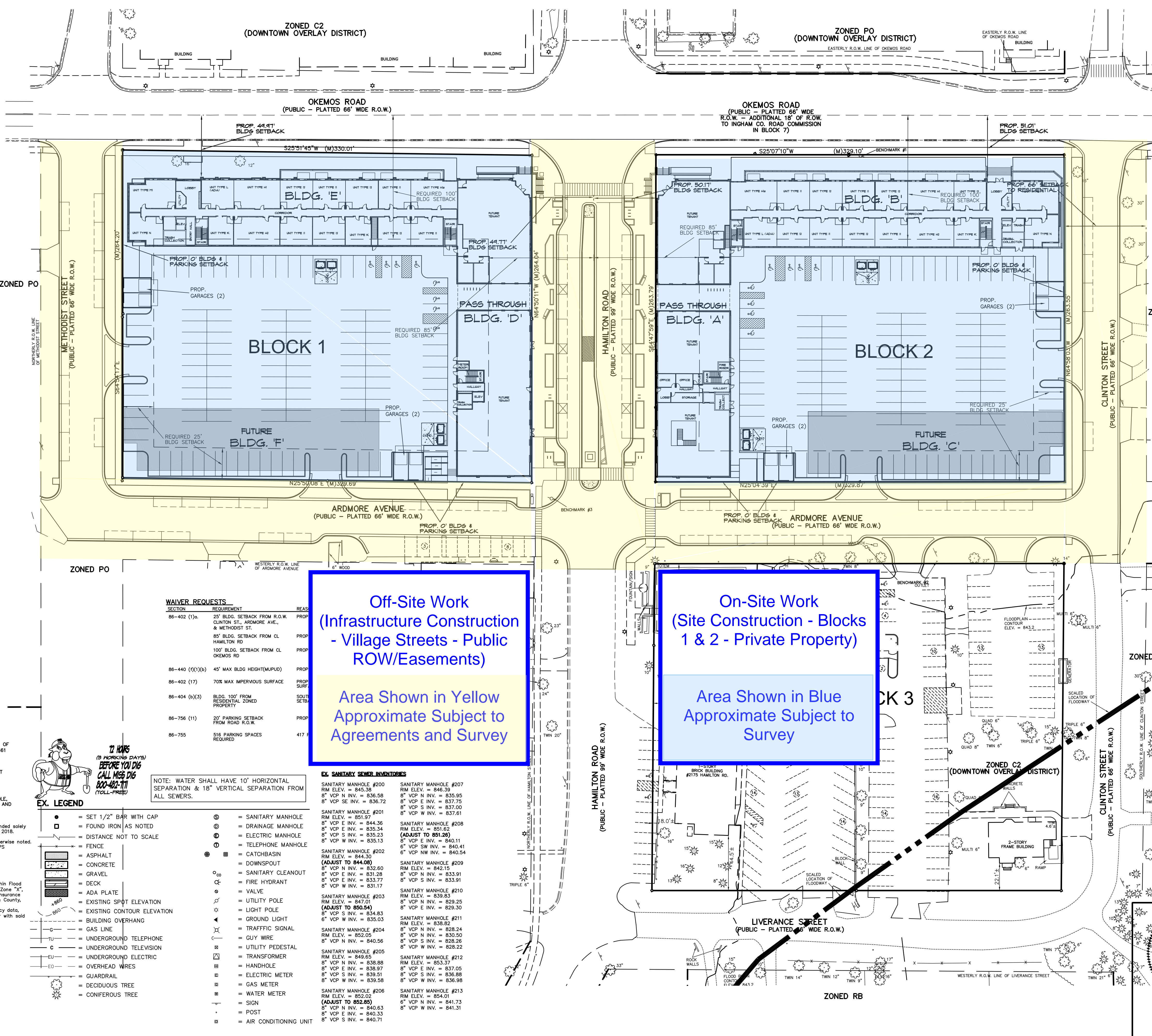
EX. SANITARY SEWER INVENTORIES

SANITARY MANHOLE #200 RM ELEV. = 845.38 8" VCP N INV. = 836.58 8" VCP E INV. = 836.72 8" VCP S INV. = 835.13 8" VCP W INV. = 835.13	SANITARY MANHOLE #201 RM ELEV. = 851.97 8" VCP N INV. = 844.36 8" VCP E INV. = 851.62 8" VCP S INV. = 835.23 8" VCP W INV. = 835.13	SANITARY MANHOLE #202 RM ELEV. = 844.36 (ADJUST TO 844.08) 8" VCP N INV. = 832.60 8" VCP E INV. = 831.28 8" VCP S INV. = 833.77 8" VCP W INV. = 831.17	SANITARY MANHOLE #203 RM ELEV. = 847.01 (ADJUST TO 850.54) 8" VCP S INV. = 834.83 6" VCP W INV. = 835.03	SANITARY MANHOLE #204 RM ELEV. = 852.05 8" VCP N INV. = 840.56 8" VCP S INV. = 839.51 8" VCP W INV. = 839.58	SANITARY MANHOLE #205 RM ELEV. = 849.65 8" VCP N INV. = 838.88 8" VCP E INV. = 838.97 8" VCP S INV. = 839.51 8" VCP W INV. = 839.58	SANITARY MANHOLE #206 RM ELEV. = 852.02 (ADJUST TO 852.85) 8" VCP N INV. = 840.83 8" VCP E INV. = 840.33 8" VCP S INV. = 840.71	SANITARY MANHOLE #207 RM ELEV. = 846.39 8" VCP N INV. = 835.95 8" VCP E INV. = 837.75 8" VCP S INV. = 837.00 8" VCP W INV. = 837.61	SANITARY MANHOLE #208 RM ELEV. = 851.62 (ADJUST TO 851.26) 8" VCP E INV. = 840.11 8" VCP N INV. = 840.41 6" VCP NW INV. = 840.54	SANITARY MANHOLE #209 RM ELEV. = 842.15 8" VCP N INV. = 833.91 8" VCP S INV. = 833.91 8" VCP W INV. = 829.30	SANITARY MANHOLE #210 RM ELEV. = 839.83 8" VCP E INV. = 838.92 8" VCP N INV. = 828.24 8" VCP S INV. = 830.50 8" VCP W INV. = 828.26	SANITARY MANHOLE #211 RM ELEV. = 828.24 8" VCP N INV. = 828.24 8" VCP S INV. = 828.26 8" VCP W INV. = 828.22	SANITARY MANHOLE #212 RM ELEV. = 853.37 8" VCP N INV. = 837.05 8" VCP S INV. = 836.88 8" VCP W INV. = 836.98	SANITARY MANHOLE #213 RM ELEV. = 854.01 8" VCP N INV. = 841.73 8" VCP S INV. = 841.31
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WAIVER REQUESTS

SECTION	REQUIREMENT	REASON
86-402 (1)(a)	25' BLDG. SETBACK FROM R.O.W. CL. CLINTON ST., ARDMORE AVE., & METHODIST ST.	PROP. 85' BLDG. SETBACK FROM CL. HAMILTON RD.
86-440 (1)(1)(b)	45' MAX BLDG. HEIGHT (MUPUD)	PROP. 100' BLDG. SETBACK FROM CL. OKEMOS RD.
86-402 (1)(7)	70% MAX IMPERVIOUS SURFACE	PROP. SURF
86-404 (b)(3)	BLDG. 100' FROM RESIDENTIAL ZONED PROPERTY	SOUTH SETBACK
86-736 (1)(1)	20' PARKING SETBACK FROM ROAD R.O.W.	PROP.
86-735	516 PARKING SPACES REQUIRED	417 P

NOTE: WATER SHALL HAVE 10' HORIZONTAL SEPARATION & 18" VERTICAL SEPARATION FROM ALL SEWERS.



LEGAL DESCRIPTIONS:
Lots 1, 2, 3, 4, 5, 6, 7 & 8 in Block 5, Village of Okemos (formerly Village of Hamilton), Meridian Township, Ingham County, Michigan.
Lots 1, 2, 3, 4, 5, 6, 7 & 8 in Block 6, Village of Okemos (formerly Village of Hamilton), Meridian Township, Ingham County, Michigan.

DEVELOPER:
DOWNTOWN OKEMOS, LLC
2362 JOLLY OAK RD.
OKEMOS, MI 48864
PH: (517) 290-4650
c/o JOHN PECKHAM

ENGINEER/SURVEYOR:
KEBS, INC.
2116 HASLETT RD.
HASLETT, MI 48840
PH: (517) 339-1014
FAX: (517) 339-8047

SITE DATA
PROPOSED MIXED USE DEVELOPMENT
TOTAL SITE AREA = ±3.99 ACRES (173,989 S.F.)
ZONED C-2 (DOWNTOWN OVERLAY DISTRICT)
TOTAL ACRES = 200
TOTAL BEDS = 286
TOTAL RESIDENTIAL AREA = 202,238 S.F.
TOTAL COMMERCIAL AREA = 33,273 S.F.
OVERALL DENSITY = 200 UNITS/3.99 ACRES = 50.13 UNITS/AC

BLOCK 1 (1.99 ACRES)
UNITS = 100
BEDS = 143
DENSITY = 100 UNITS/1.99 ACRES = 50.25 UNITS/AC

BLOCK 2 (2.00 ACRES)
UNITS = 100
BEDS = 143
DENSITY = 100 UNITS/2 ACRES = 50 UNITS/AC

BUILDING A/B
1ST FLOOR AREA = 27,347 S.F.
COMMERCIAL AREA = 12,987 S.F.
RESIDENTIAL AREA = 14,360 S.F.
COMMERCIAL AREA (BASEMENT) = 4,053 S.F.
STORAGE (BASEMENT) = 2,977 S.F.
RESIDENTIAL AREA = 10,119 S.F.

BUILDING COVERAGE
RESIDENTIAL 1ST FLOOR = 28,220 S.F.
COMMERCIAL 1ST FLOOR = 25,974 S.F.
BLDG COVERAGE = 54,694 SF./173,989 S.F. = 31.44%

PARKING DATA:
RESIDENTIAL: 200 UNITS x 2 = 400 SPACES
COMMERCIAL: (33,273) x 0.85 = 28,282 S.F.
28,282 USABLE S.F. @ 5/1000 MIN. TOTAL = 141 SPACES

PARKING PROVIDED:
9' x 20' = 203 SPACES
10' x 18' = 15 SPACES
GARAGE = 8 SPACES
B.F. = 16 SPACES
TOTAL = 242 SPACES + 52 BIKE PARKING

ON-STREET (8' x 23') = 56 SPACES
BLOCK 3 SPACES = 119 SPACES (INCL. 5 B.F.)
TOTAL SPACES PROVIDED = 417 SPACES (INCL. 21 B.F.) + 52 BIKE PARKING
516 - 417 = 99 SPACE WAIVER NEEDED

PARKING PROVIDED:
9' x 20' = 203 SPACES
10' x 18' = 15 SPACES
GARAGE = 8 SPACES
B.F. = 16 SPACES
TOTAL = 242 SPACES + 52 BIKE PARKING

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516 - 417 = 99 SPACE WAIVER NEEDED

SHEET INDEX

- OVERALL PLAN
- DIMENSION PLAN
- UTILITY PLAN
- STORM PLAN
- GRADING PLAN
- SOIL EROSION PLAN
- OPENSAPCE PLAN
- CLINTON ST/HAMILTON RD PROFILE
- ARMORE AVE PROFILE
- EXISTING FEATURES PLAN
- DEMOLITION PLAN
- DETAILS
- SECC DETAILS

TOWNSHIP DETAILS
SANITARY DETAILS
WATER DETAILS
PATHWAY DETAILS

E-93725-MUPUD-4-12-19
SURVEY#93725ALT

REVISIONS

1-31-22	SUBMITTAL
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KEBS, INC. KYES ENGINEERING
BRYAN LAND SURVEYS
2116 HASLETT ROAD, HASLETT, MI 48840
PH. 517-339-1014 FAX. 517-339-8047

Marshall Office
Ph. 269-781-9800

Village of Okemos

OVERALL PLAN

SCALE: 1" = 40'	DESIGNER: AJP	APPROVED BY: AJP
DATE: 4-14-19	PROJECT MGR. AJP	SHEET 1 OF 14
AUTHORIZED BY: DOWNTOWN OKEMOS, LLC	JOB #: 99191	

1/31/22

Off-Site Work
(Infrastructure Construction - Village Streets - Public ROW/Easements)

Area Shown in Yellow
Approximate Subject to Agreements and Survey

On-Site Work
(Site Construction - Blocks 1 & 2 - Private Property)

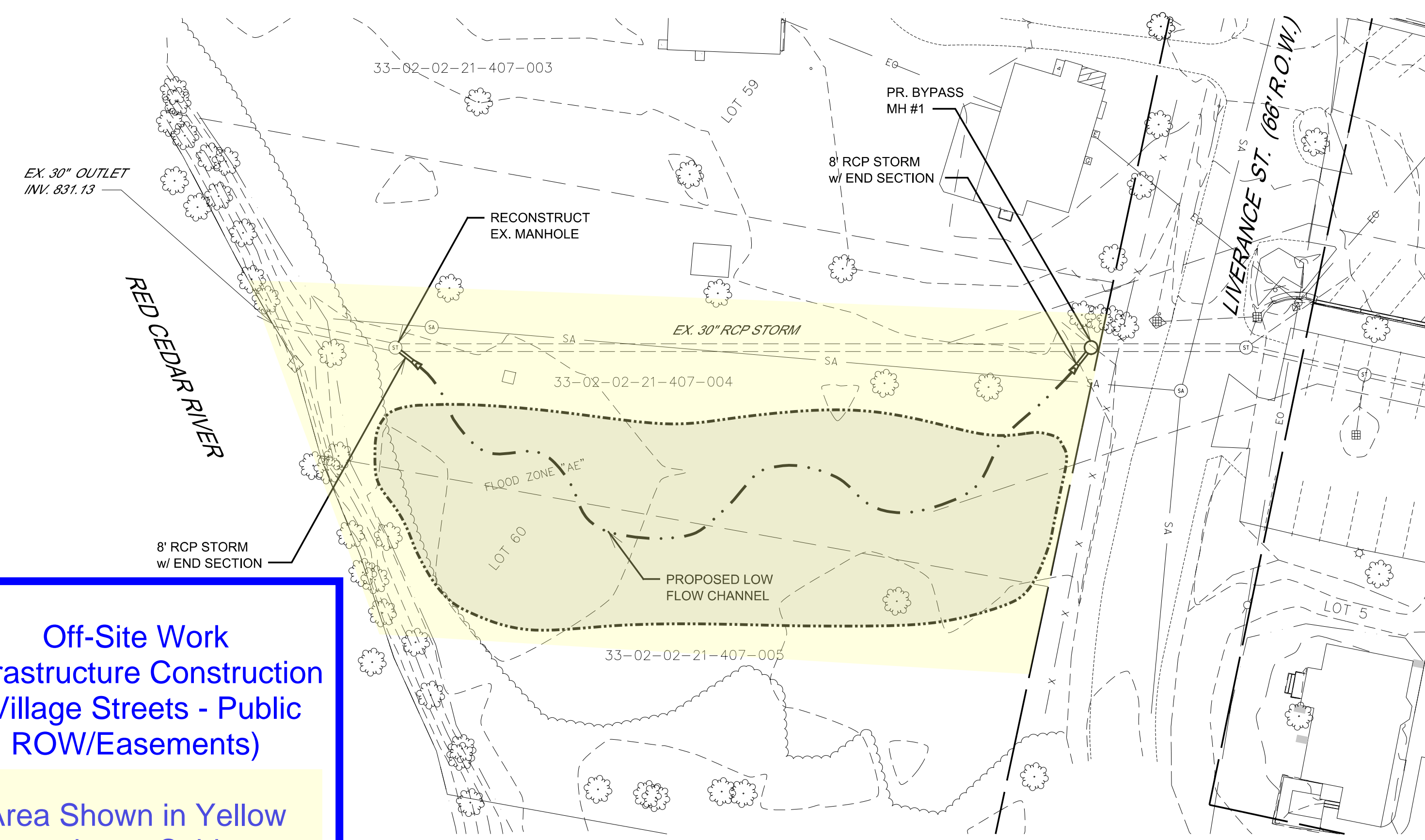
Area Shown in Blue
Approximate Subject to Survey

31-Jan-2022, 8:20:06 AM

07012015HRC.tbl

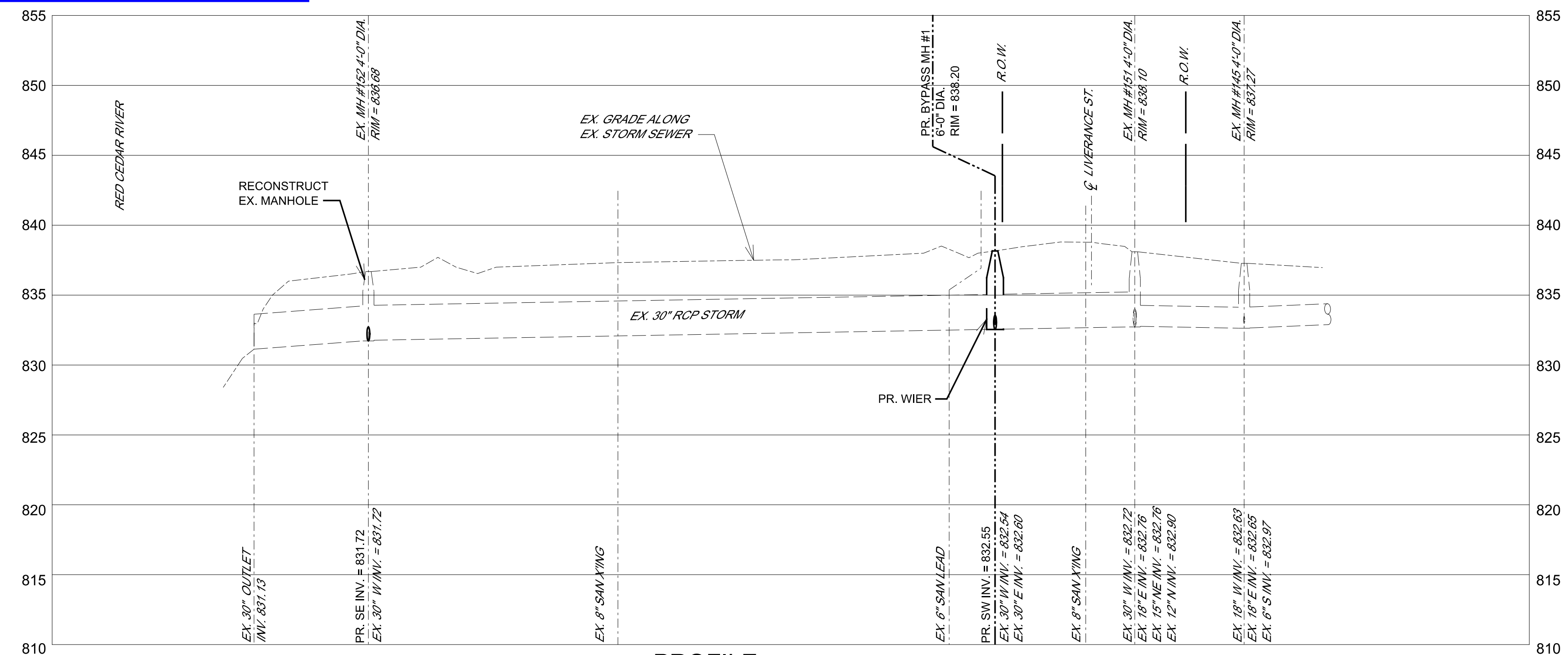
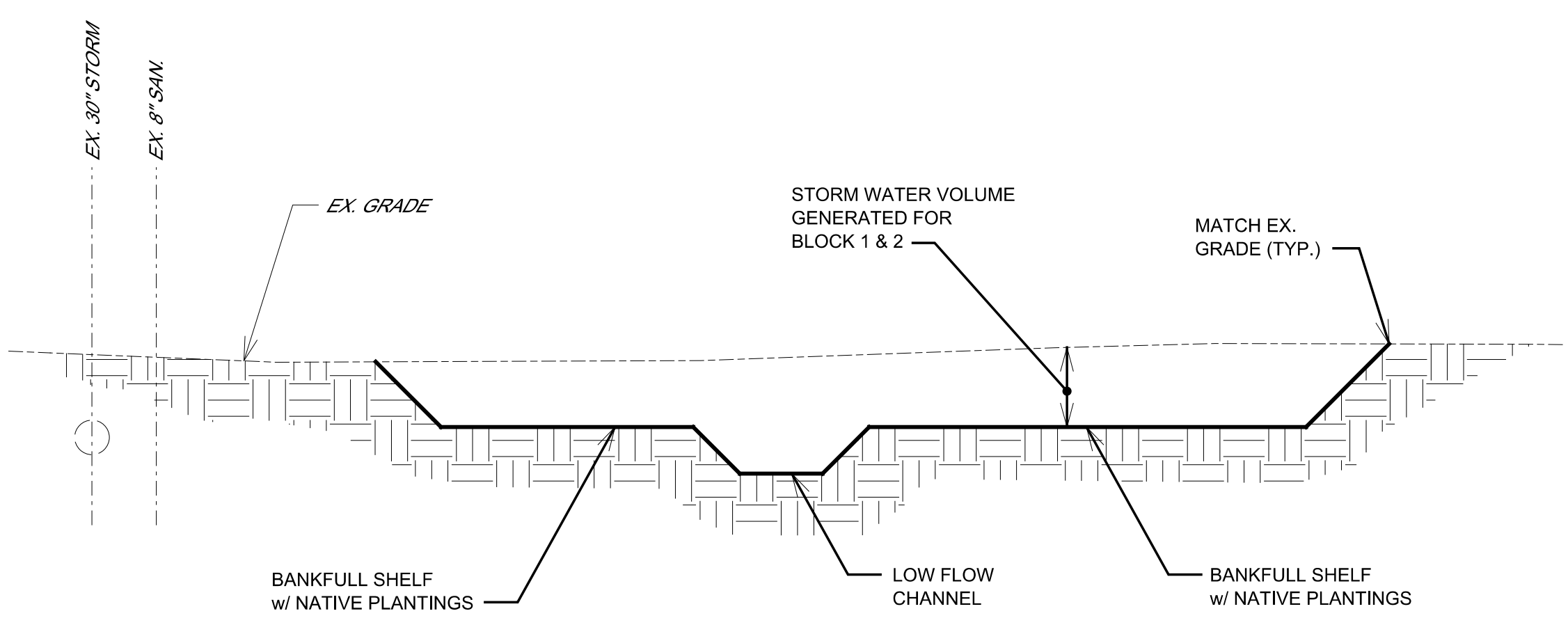
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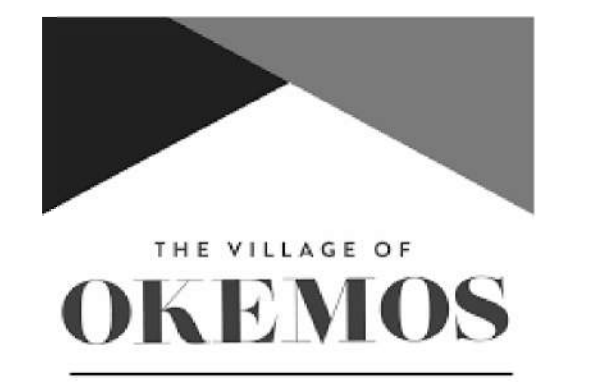


Off-Site Work
(Infrastructure Construction
- Village Streets - Public
ROW/Easements)

Area Shown in Yellow
Approximate Subject to
Agreements and Survey



- NOTES:
1. PROPOSED BYPASS MH #1 WILL INCLUDE A WIER TO DIVERT LOW FLOW TO THE NEW LOW FLOW CHANNEL. HIGH VOLUME RAIN EVENTS WILL OUTLET THROUGH THE EX. 30" STORM SEWER PIPE.
 2. LOW FLOW AREA SHOWN IS CONCEPTUAL. THE LIMITS AND SIZE MAY CHANGE DURING DESIGN.



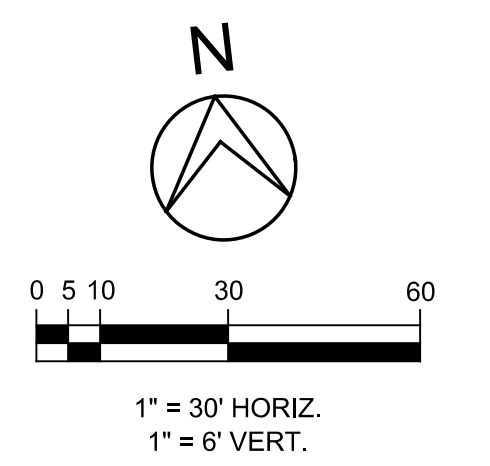
HRC
HUBBELL, ROTH & CLARK, INC
CONSULTING ENGINEERS SINCE 1915

555 HULET DRIVE BLOOMFIELD HILLS, MICH. P.O. BOX 824 48303 - 0824

PHONE: (248) 454-6300
FAX (1st Floor): (248) 454-6312
FAX (2nd Floor): (248) 454-6359

WEB SITE: [http:// www.hrcengr.com](http://www.hrcengr.com)

DATE	ADDITIONS AND/OR REVISIONS
DESIGNED	N.J.K.
DRAWN	J.A.R.
CHECKED	N.J.K.
APPROVED	J.F.B.



VILLAGE OF OKEMOS
MERIDIAN TOWNSHIP

**OKEMOS TILE
DRAIN OUTLET
MITIGATION PLAN**

PART OF THE SE 1/4 OF THE NW 1/4
OF SEC. 21, T4N, R1W

INGHAM COUNTY MICHIGAN

ALL DRAINAGE

HRC JOB NO. 20211064	SCALE 1" = 30' HORIZ. 1" = 6' VERT.
DATE JANUARY 2022	FIGURE A

COMPLETION IN 2024



HAMILTON ROAD

OKEMOS ROAD



To: Board Members

**From: Timothy R. Schmitt, AICP
Director of Community Planning and Development**

Date: May 10, 2022

Re: Text Amendment 2022-05 – Nonresidential Fence Height

The Township Board approved Ordinance 2022-05 for introduction at its meeting on May 3, 2022. The proposed ordinance was published, as directed by the Board, in advance of a final decision being made on the request. Previously, the ordinance had been reviewed by the Planning Commission, who held a public hearing on the proposed ordinance and recommended approval to the Township Board.

The ordinance arose out of a 2021 Zoning Board of Appeals case regarding the height of a fence in the Industrial zoning district. After Staff review, other instances of fences in non-residential districts in excess of current ordinance requirements were found and Staff has fielded several other requests for screening of this nature that would exceed six feet in height. Staff is recommending the minor attached changes to the fence ordinance to allow some flexibility for screening/fencing in nonresidential settings. Things such as outdoor storage or generators may have additional screening requirements, beyond six feet and allowing such screening in the ordinance will encourage better design.

There has been no major opposition raised to the proposed ordinance, which will provide some additional flexibility for nonresidential property owners. Therefore, Staff would **recommend approval** of the proposed ordinance. Staff would offer the following motion for the Township Board to consider during their final review of the proposed rezoning request.

Move to adopt the resolution approving for final adoption Zoning Amendment 2022-05 to amend Section 86-506 of the Charter Township of Meridian Zoning Code, an ordinance to update the maximum height of fences, walls, and screens in non-residential zoning districts.

Attachments

1. Resolution to approve Ordinance 2022-05
2. Ordinance 2022-05 – Final Version

RESOLUTION TO APPROVE – Final Adoption

**Text Amendment 2022-05
Nonresidential Fence Height**

RESOLUTION

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Municipal Building, in said Township on the 17th day of May, 2022, at 6:00 p.m., Local Time.

PRESENT: _____

ABSENT: _____

The following resolution was offered by _____ and supported by _____.

WHEREAS, the current zoning ordinance limits any fence, wall, or screen to six feet, regardless of zoning district; and

WHEREAS, the Zoning Board of Appeals received a request to modernize a fence taller than six feet on an industrial property and rejected the request; and

WHEREAS, the Zoning Board of Appeals asked Staff to analyze the current standards to determine whether or not an alternative approach for fence height in non-residential zoning districts would be feasible and warranted; and

WHEREAS, after analysis, Staff has recommended changes to the fence height requirements to recognize the difference between residential and nonresidential screening needs, to address some of the concerns raised by residents and the Zoning Board of Appeals; and

WHEREAS, the Planning Commission reviewed the matter at their March 14, 2022 and March 28, 2022 meeting and recommended approval of the proposed amendment; and

WHEREAS, the Township Board reviewed the matter at their April 12th, May 3rd, and May 17th meetings; and

NOW THEREFORE, BE IT RESOLVED THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN hereby ADOPTS Ordinance No. 2022-05, entitled “Ordinance to Amend Section 86-506, Maximum Height of Fences, Walls, and Screens of the Charter Township of Meridian Zoning Code to Update the Standards Therein; and

BE IT FURTHER RESOLVED that the Clerk of the Charter Township of Meridian is directed to publish the Ordinance in the form in which it was adopted.

ADOPTED: YEAS: _____

NAYS: _____

STATE OF MICHIGAN)

) ss

COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Clerk of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of a resolution adopted at a regular meeting of the Township Board on the 17th day of May, 2021.

Deborah Guthrie
Township Clerk

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ORDINANCE NO. 2022-05

AN ORDINANCE TO AMEND SECTION 86-506, MAXIMUM HEIGHT OF FENCES, WALLS, AND
SCREENS, OF THE CHARTER TOWNSHIP OF MERIDIAN ZONING CODE TO UPDATE THE
STANDARDS THEREIN

THE CHARTER TOWNSHIP OF MERIDIAN ORDAINS:

Section 1. Section 86-506, Maximum height of fences, walls, and screens, is hereby amended to read as follows:

- (a) In any residential district, no fence, wall, or screen shall be erected higher than six feet.
- (b) In any nonresidential district, the height of a fence, wall, or screen may be increased to eight feet upon approval of the Director of Community Planning and Development.
- (c) The height of any fence, wall, or screen shall be measured from the ground upon which it sits to its highest point. Altering the existing grade, such as but not limited to mounding or terracing of land shall not be permitted to increase the height of the fence, wall, or screen, unless the combined height of such grading, mounding, or terracing together with the fence, wall, or screen meets the height standards of this section.

Section 2. Validity and Severability. The provisions of this Ordinance are severable and the invalidity of any phrase, clause or part of this Ordinance shall not affect the validity or effectiveness of the remainder of the Ordinance.

Section 3. Repealer Clause. All ordinances or parts of ordinances in conflict therewith are hereby repealed only to the extent necessary to give this Ordinance full force and effect.

Section 4. Savings Clause. This Ordinance does not affect rights and duties matured, penalties that were incurred, and proceedings that were begun, before its effective date.

Section 5. Effective Date. This Ordinance shall be effective seven (7) days after its publication or upon such later date as may be required under Section 402 of the Michigan Zoning Enabling Act (MCL 125.3402) after filing of a notice of intent to file a petition for a referendum.

ADOPTED by the Charter Township of Meridian Board at its regular meeting this 17th day of May, 2022.

Patricia Herring Jackson, Township Supervisor

Deborah Guthrie, Township Clerk



To: Board Members

From: Timothy R. Schmitt, *AICP*
Director of Community Planning and Development

Date: May 10, 2022

Re: Text Amendment 2022-06 – Yard Encroachments (Number of Decks/Patios)

The Township Board approved Ordinance 2022-06 for introduction at its meeting on May 3, 2022. The proposed ordinance was published, as directed by the Board, in advance of a final decision being made on the request. Previously, the ordinance had been reviewed by the Planning Commission, who held a public hearing on the proposed ordinance and recommended approval to the Township Board.

This issue has come up occasionally, often due to grade changes around a house and walk out designs of some rear yards. After review, Staff found no pressing reason to maintain the limitation on the number of patios or decks in a yard, as long as the setbacks are still being met. The ordinance would allow multiple decks or porches in the same yard, but all the setback requirements will still be in place.

Staff **recommends approval** of the proposed ordinance at this time, as it will provide some modest flexibility for both existing homeowners and new home builders. Staff has provided the following recommended motion and attached resolution to introduce the ordinance.

Move to adopt the resolution approving for final adoption Zoning Amendment 2022-06 to amend Section 86-564 of the Charter Township of Meridian Zoning Code, an ordinance to update the permitted yard encroachments in residential zoning districts.

Attachments

1. Resolution to approve Ordinance 2022-06
2. Ordinance 2022-06 – Final Version

RESOLUTION TO APPROVE – Final Adoption

**Text Amendment 2022-06
Yard Encroachments (Decks and Patios)**

RESOLUTION

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Municipal Building, in said Township on the 17th day of May, 2022, at 6:00 p.m., Local Time.

PRESENT: _____

ABSENT: _____

The following resolution was offered by _____ and supported by _____.

WHEREAS, the current zoning ordinance limits any porch or deck to one per any yard; and

WHEREAS, Staff has received requests in the past for multiple decks or porches in one yard, leading to confusion and issues for homeowners looking to add decks or porches to their backyards; and

WHEREAS, after analyzing the situation, Staff is recommending the removal of the one porch per yard ordinance requirement, but leaving the setback and height requirements in place for all porches and decks.

WHEREAS, the Planning Commission reviewed the matter at their March 14, 2022 and March 28, 2022 meeting and recommended approval of the proposed amendment; and

WHEREAS, the Township Board reviewed the matter at their April 12th, May 3rd, and May 17th meetings; and

NOW THEREFORE, BE IT RESOLVED THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN hereby ADOPTS Ordinance No. 2022-06, entitled “Ordinance to Amend Section 86-564, Yard Encroachments Permitted of the Charter Township of Meridian Zoning Code to Update the Standards Therein; and

BE IT FURTHER RESOLVED that the Clerk of the Charter Township of Meridian is directed to publish the Ordinance in the form in which it was adopted.

ADOPTED: YEAS: _____

NAYS: _____

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ORDINANCE NO. 2022-06

AN ORDINANCE TO AMEND SECTION 86-564, YARD ENCROACHMENTS PERMITTED, OF THE
CHARTER TOWNSHIP OF MERIDIAN ZONING CODE TO UPDATE THE STANDARDS THEREIN

THE CHARTER TOWNSHIP OF MERIDIAN ORDAINS:

Section 1. Section 86-564, Yard Encroachments Permitted, is hereby amended at subsection (b) to eliminate subsection (b)(3) and to read as follows:

(b) Unenclosed porches. Roofed or unroofed porches may project into a required side or rear yard a distance not to exceed eight feet, provided:

(1) The porch is unenclosed, no higher than one story, and erected on piers.

(2) The porch shall not be closer than eight feet at any point to any side or rear lot line.

Section 2. Validity and Severability. The provisions of this Ordinance are severable and the invalidity of any phrase, clause or part of this Ordinance shall not affect the validity or effectiveness of the remainder of the Ordinance.

Section 3. Repealer Clause. All ordinances or parts of ordinances in conflict therewith are hereby repealed only to the extent necessary to give this Ordinance full force and effect.

Section 4. Savings Clause. This Ordinance does not affect rights and duties matured, penalties that were incurred, and proceedings that were begun, before its effective date.

Section 5. Effective Date. This Ordinance shall be effective seven (7) days after its publication or upon such later date as may be required under Section 402 of the Michigan Zoning Enabling Act (MCL 125.3402) after filing of a notice of intent to file a petition for a referendum.

ADOPTED by the Charter Township of Meridian Board at its regular meeting this 17th day of May, 2022.

Patricia Herring Jackson, Township Supervisor

Deborah Guthrie, Township Clerk



To: Board Members

From: Timothy R. Schmitt, *AICP*
Director of Community Planning and Development

Date: May 11, 2022

Re: Text Amendment 2022-07 – RRR District Deletion

The Township Board approved Ordinance 2022-07 for introduction at its meeting on May 3, 2022. The proposed ordinance was published, as directed by the Board, in advance of a final decision being made on the request. Previously, the ordinance had been reviewed by the Planning Commission, who held a public hearing on the proposed ordinance and recommended approval to the Township Board.

One of the goals of the 2017 Master Plan was to reduce the number of single-family and multiple-family zoning districts in the ordinance. There are currently eight single-family zoning districts, plus the Lake Lansing Residential Overlay district. There are no parcels in the Township zoned RRR and there are no special uses in the district that are not found elsewhere. The deletion of the district will have no functional impact other than streamlining our ordinance and meeting a goal of the Master Plan.

Staff **recommends approval** of the proposed ordinance at this time to meet a goal of the 2017 Master Plan. Staff has provided the following recommended motion and attached resolution to introduce the ordinance.

Move to adopt the resolution approving for final adoption Zoning Amendment 2022-07 to amend the Zoning Ordinance of the Charter Township of Meridian at multiple sections to delete the RRR, One-Family Rural Residential Low Density District from the Zoning Ordinance.

Attachments

1. Resolution to approve Ordinance 2022-07
2. Ordinance 2022-07 – Final Version

RESOLUTION

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Municipal Building, in said Township on the 17th day of May, 2022, at 6:00 p.m., Local Time.

PRESENT: _____

ABSENT: _____

The following resolution was offered by _____ and supported by _____.

WHEREAS, the current zoning ordinance contains language that regulates a zoning district RRR – One-Family Rural Residential Low-Density District and

WHEREAS, the Meridian Township 2017 Master Plan recommends simplifying and consolidating the zoning ordinance; and

WHEREAS, no parcel in Meridian Township is zoned RRR – One-Family Rural Residential Low-Density; and

WHEREAS, removal of the RRR – One-Family Rural Residential Low-Density district would not have any effect on any homeowners in the township; and

WHEREAS, removal of the RRR – One-Family Rural Residential Low-Density district is in line with the Meridian Township 2017 Master Plan; and

WHEREAS, the Planning Commission reviewed the matter at their March 28, 2022 meeting and recommended approval of the proposed amendment; and

WHEREAS, the Township Board reviewed the matter at their April 12th, May 3rd, and May 17th meetings; and

NOW THEREFORE, BE IT RESOLVED THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN hereby ADOPTS Ordinance No. 2022-07, entitled “Ordinance to Amend the Zoning Ordinance of the Charter Township of Meridian at multiple sections to delete the RRR, One-Family, Rural Residential Low-Density District from the ordinance”; and

BE IT FURTHER RESOLVED that the Clerk of the Charter Township of Meridian is directed to publish the Ordinance in the form in which it was adopted.

Page 2

ADOPTED: YEAS: _____

NAYS: _____

STATE OF MICHIGAN)

) ss

COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Clerk of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of a resolution adopted at a regular meeting of the Township Board on the 17th day of May, 2021.

Deborah Guthrie
Township Clerk

ORDINANCE NO. 2022-07

AN ORDINANCE TO AMEND THE ZONING ORDINANCE OF THE CHARTER TOWNSHIP OF MERIDIAN AT MULTIPLE SECTIONS TO DELETE THE RRR, ONE-FAMILY RURAL RESIDENTIAL LOW-DENSITY DISTRICT, FROM THE ZONING ORDINANCE

THE CHARTER TOWNSHIP OF MERIDIAN ORDAINS:

Section 1. Section 86-311, Establishment of Districts, is hereby amended to read as follows:

For the purpose of promoting the safety, morals, convenience, and the general welfare of the community, the Township is hereby divided into different zoning districts as follows:

Types of Districts:

- RR Districts One-Family Rural Residential Districts
- RRA Districts One-Family Suburban Estate Districts
- RAAA Districts One-Family Low-Density Residential Districts
- RAA Districts One-Family Low-Medium-Density Residential Districts
- RA Districts One-Family Medium-Density Residential Districts
- RB Districts One-Family High-Density Residential Districts
- RX Districts One- and Two-Family Residential Districts
- RD Districts Multiple-Family Low-Density Districts
- RDD Districts Multiple-Family Low-Density Districts
- RC Districts Multiple-Family Medium-Density District
- RCC Districts Multiple-Family High-Density Districts
- RN Districts Village of Nemoka Mixed Residential District
- PRD Districts Planned Residential Development Overlay Districts
- C-1 Commercial District
- C-2 Commercial District
- C-3 Commercial District
- MP Districts Mobile Home Park Districts
- PO Districts Professional and Office Districts
- CR Districts Commercial Recreation Districts
- RP Districts Research Park and Office Park Districts
- I Districts Industrial Districts
- CV Districts Conservancy Districts
- AG Districts Agricultural District
- Wireless Communications Facilities Overlay Districts
- PUD Districts Planned Unit Development District

1 **Section 2.** Section 86-368, RR District, One-Family Rural Residential District, is hereby
2 amended at subsection (b) to read as follows:
3

4 (b) Uses permitted by right.

5 (1) [UNCHANGED]

6 (2) [UNCHANGED]

7 (3) [UNCHANGED]

8 (4) [UNCHANGED]

9 (5) [UNCHANGED]

10 (6) [UNCHANGED]

11 (7) Customary agricultural operations. Including general farming, truck
12 gardening, fruit orchards, nursery green houses not selling at retail on the
13 premises, and usual farm buildings but subject to the following conditions:

14 a. Raising and keeping of small animals, such as poultry, rabbits and
15 goats, only in the RR district.

16 b. Raising and keeping of livestock, such as cattle, hogs, sheep, and
17 horses, provided that all such raising and keeping shall be for the
18 personal use or consumption by the occupants of the premises, only
19 in the RR district, provided that the minimum area upon which one
20 such animal may be kept is three acres and that one additional animal
21 may be kept for each additional acre by which the parcel exceeds
22 three acres.

23 c. Raising and keeping for profit livestock, such as cattle, hogs, sheep and
24 similar livestock on a parcel of land not less than 10 acres in area, only
25 in the RR district.

26 d. No storage of manure or odor or dust-producing materials or use shall
27 be permitted within 100 feet of any property line.

28 e. No buildings for storage of mechanical equipment shall be permitted
29 closer than 100 feet of any property line.

30 f. No products shall be publicly displayed or offered for sale from the
31 roadside except those grown upon the land abutting the road.

32 g. Stabling or confining animals or poultry in barns, pens, stables, or
33 corrals for the production of milk or egg products or for temporary
34 holding of livestock for normal tending shall not be construed as a
35 feedlot and shall be permitted by right, provided no such barn, pen,
36 stable, or corral is located within 100 feet from any property line.
37 Pasture land shall not be subject to any setbacks. Pasture land shall be
38 identified by a predominance of vegetation consisting of desirable
39 forage species upon which livestock graze.

40 (8) Raising and keeping of chickens and rabbits as nonagricultural use. The
41 raising and keeping of chickens and rabbits accessory only to one-family
42 dwellings in the RRA, RAAA, RAA, and RA zoning districts is subject to the
43 following requirements:

44 a. Registration.

45 1. Prior to the raising and keeping of chickens and rabbits on any
46 property under this section, the property shall be registered
47 with the Department of Community Planning and
48 Development.

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2. Only an individual living in a dwelling on the property shall raise or keep chickens and rabbits on the property. A registration may not be transferred.
 3. Notwithstanding registering with the Township, private restrictions on the use of property shall remain enforceable and take precedence over the registration. Private restrictions include, but are not limited to, deed restrictions, condominium master deed restrictions, neighborhood association by-laws, and covenant deeds. The interpretation and enforcement of the private restriction is the sole responsibility of the private parties involved.
- b. Standards. In addition to registering with the Township, the raising and keeping of chickens and rabbits accessory only to one-family dwellings in the RRA, RAAA, RAA, and RA zoning districts shall comply with the following standards:
1. In no case shall the maximum number of chickens and rabbits in any combination exceed four.
 2. Roosters shall not be allowed.
 3. The sale of chickens, rabbits and eggs on the property is prohibited.
 4. Chickens and rabbits shall not be kept in any location on the property other than in the rear yard as defined by the zoning ordinance.
 5. Chickens and rabbits shall be provided with a covered structure and must be kept in the covered structure or an adjoining fenced area at all times. Covered structures and fenced areas used for the raising and keeping of chickens and rabbits are subject to all provisions of Chapter 86 (zoning), except the covered structure and fenced area shall be set back a minimum of 10 feet from a side or rear lot line and structures proposed for reverse frontage lots shall be located no closer than 30 feet to the right-of-way of the designated rear yard.
 6. All structures for the raising and keeping of chickens and rabbits shall be constructed so as to prevent rodents or other animals from being harbored underneath, within, or within the walls of the structure.
 7. All feed and other items associated with the raising and keeping of chickens and rabbits shall be kept in containers or otherwise protected so as to prevent access to or contact with rodents or other animals.
 8. The covered structure used to house the chickens and rabbits and any fenced area shall be kept in a sanitary condition.
 9. This section shall not regulate the keeping of chickens in those areas zoned RR (Rural Residential) or AG (Agricultural) where the raising of chickens is a permitted use when conducted in compliance with the Michigan Right to Farm Act and the generally accepted agricultural and management practices promulgated therein

(9) [UNCHANGED]
(10) [UNCHANGED]

- 1 (11) [UNCHANGED]
- 2 (12) [UNCHANGED]
- 3 (13) [UNCHANGED]
- 4 (14) [UNCHANGED]
- 5 (15) [UNCHANGED]
- 6 (16) [UNCHANGED]
- 7 (17) [UNCHANGED]
- 8 (18) [UNCHANGED]
- 9 (19) [UNCHANGED]

10
11 **Section 3.** Section 86-369, RRR District: One-Family Rural Residential Low-Density District, is
12 hereby deleted in its entirety.

13
14 **Section 4.** Section 86-432, PO District, Professional and Office District, is hereby amended to
15 read as follows:

- 16
- 17 (a) [UNCHANGED]
- 18 (b) Uses Permitted. The following types of commercial activities may be permitted,
19 provided that only public sanitary sewerage will be utilized. All of the following uses
20 permitted must be conducted wholly in a permanent, fully enclosed building:
 - 21 (1) [UNCHANGED]
 - 22 (2) [UNCHANGED]
 - 23 (3) [UNCHANGED]
 - 24 (4) [UNCHANGED]
 - 25 (5) [UNCHANGED]
 - 26 (6) Religious institutions, except when located adjacent to a one-family or two-
27 family residential zoning district
- 28 (c) Uses permitted by special use permit.
 - 29 (1) [UNCHANGED]
 - 30 (2) [UNCHANGED]
 - 31 (3) [UNCHANGED]
 - 32 (4) Religious institutions, when located adjacent to a one-family or two-family
33 residential zoning district, subject to the following site location and
34 development standards:
 - 35 a. [UNCHANGED]
 - 36 b. [UNCHANGED]
 - 37 c. [UNCHANGED]
 - 38 d. [UNCHANGED]
 - 39 e. [UNCHANGED]
 - 40 f. [UNCHANGED]
- 41 (d) [UNCHANGED]
- 42 (e) [UNCHANGED]
- 43

44 **Section 5.** Section 86-439, Planned Unit Development, is hereby amended at subsection (c) to
45 read as follows:

- 46
- 47 (c) General restrictions and standards.
 - 48 (1) Minimum project area. Subject to the conditions set forth in this section and
49 elsewhere in this chapter, planned unit developments are permitted on sites of
50 any size. No commercial uses of any nature shall be permitted in any planned unit

development of less than 15 contiguous acres or in any planned unit development located in the RR rural residential district. For planned unit development consisting of 15 contiguous acres or more and located in any district except RR, the commercial uses shall be allowed as provided for by the chapter but in no event shall such use occupy more than 3% of the total buildable land area of the planned unit development. Prior to issuance of a building permit for construction of any approved commercial use, occupancy permits shall have been issued for a minimum of 75% of the planned unit development's residential component. Land used for commercial purposes in a planned unit development shall not be used to determine allowable residential densities.

- (2) [UNCHANGED]
- (3) [UNCHANGED]
- (4) [UNCHANGED]
- (5) [UNCHANGED]
- (6) [UNCHANGED]
- (7) [UNCHANGED]
- (8) [UNCHANGED]
- (9) [UNCHANGED]
- (10) [UNCHANGED]
- (11) [UNCHANGED]

Section 6. Validity and Severability. The provisions of this Ordinance are severable and the invalidity of any phrase, clause or part of this Ordinance shall not affect the validity or effectiveness of the remainder of the Ordinance.

Section 7. Repealer Clause. All ordinances or parts of ordinances in conflict therewith are hereby repealed only to the extent necessary to give this Ordinance full force and effect.

Section 8. Savings Clause. This Ordinance does not affect rights and duties matured, penalties that were incurred, and proceedings that were begun, before its effective date.

Section 9. Effective Date. This Ordinance shall be effective seven (7) days after its publication or upon such later date as may be required under Section 402 of the Michigan Zoning Enabling Act (MCL 125.3402) after filing of a notice of intent to file a petition for a referendum.

ADOPTED by the Charter Township of Meridian Board at its regular meeting this 17th day of May, 2022.

Patricia Herring Jackson, Township Supervisor

Deborah Guthrie, Township Clerk



To: Board Members
From: Patricia Herring Jackson, Township Supervisor
Date: May 13, 2022
Re: Brownfield Redevelopment Authority Appointment

Currently, David Premoe is the representative from the Planning Commission that serves on the Brownfield Redevelopment Authority. With the departure of Commissioner Hendrickson to the Township Board, there is an opening for a Planning Commission representative to serve on the Zoning Board of Appeals. Commissioner Premoe is interesting in filling the seat vacated by Trustee Hendrickson. At the May 9th Planning Commission meeting, Commissioner Premoe was appointed to the Zoning Board of Appeals.

As a result of Commissioner Premoe's appointment to the Zoning Board of Appeals, there is an opening for a Planning Commission representative on the Brownfield Redevelopment Authority. Commissioner Trezise is interested in filling the vacancy and the Planning Commission made that recommendation to the Township Board.

The following motions have been prepared for Board consideration:

MOVE TO APPOINT PETER TRESIZE TO THE BROWNFIELD REDEVELOPMENT AUTHORITY FOR A TERM ENDING 12/31/23.



To: Board Members

**From: Timothy R. Schmitt, AICP
Community Planning and Development Director**

Date: May 11, 2022

Re: Special Use Permit #22-051 – Bickford House Okemos – 3830 and 3836 Okemos Road – Construct a building over 25,000 feet

JV Landlord-Leasing, LLC has requested a special use permit to construct a building over 25,000 square feet at 3830 & 3836 Okemos Road. The existing 24,561 square foot senior living facility at 3830 Okemos Road is proposed to be expanded by 9,488 square feet, making it larger than 25,000 square feet. The expansion will be a northern wing on the building that will be self contained, housing larger memory care unit for residents. This expansion will occur largely on the property at 3836 Okemos Road, which is being acquired by the applicant.

The Planning Commission held a public hearing on the proposal at its meeting on April 25, 2022 and received input from the general public and had several questions of the applicant and Staff. Additional information from the applicant was forwarded to the Planning Commission for their review on May 7, 2022. At that meeting, the Planning Commission voted unanimously to approve the Special Use Permit to operate a non-residential facility in a residential district and voted unanimously to recommend approval of the building greater than 25,000 square feet. At this time, Staff has identified no concerns and can **recommend approval** of the Special Use Permit.

Township Board Options

The Township Board may approve or deny the proposed special use permit. If the Board amends the proposal, the request may be referred back to the Planning Commission for a recommendation. A resolution is attached for the Board’s initial review.

Attachments

1. Draft resolution for approval
2. Planning Commission packet – May 9, 2022
3. Planning Commission minutes – May 9, 2022
4. Planning Commission packet – April 25, 2022
5. Planning Commission minutes – April 25, 2022



RESOLUTION TO APPROVE

**Special Use Permit #22-051
Bickford Senior Living
3830 & 3836 Okemos Road**

RESOLUTION

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at 5151 Marsh Road, Okemos, MI 48864 on the 17th day of May 2022, at 7:00 p.m., Local Time.

PRESENT: _____

ABSENT: _____

The following resolution was offered by _____ and supported by _____.

WHEREAS, JV Landlord-Lansing, LLC, owner of Bickford of Okemos, has submitted a request to construct an expansion of 9,488 square feet to the existing 24,561 square foot building on the property at 3830 and 3836 Okemos Road; and

WHEREAS, a special use permit is required for construction of a building totaling more than 25,000 square feet in gross floor area; and

WHEREAS, the Planning Commission held a public hearing at its regular meeting on April 25, 2022 and discussed the matter at the regular meeting on May 9, 2022, unanimously recommending approval to the Township Board; and

WHEREAS, the Township Board discussed the proposal its regular meeting on May 17, 2022 and has reviewed staff material forwarded under a cover memorandum dated May 11, 2022; and

WHEREAS, the subject site is appropriately zoned RA, Single Family, Medium Density, which permits the construction of buildings greater than 25,000 square feet in floor area by special use permit; and

WHEREAS, the proposed project is consistent with the general standards for granting a special use permit found in Section 86-126 of the Code of Ordinances; and

WHEREAS, public water and sanitary sewer services serve the subject site.

NOW THEREFORE, BE IT RESOLVED THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN hereby approves Special Use Permit #22-051, subject to the following conditions:

1. Approval is granted in general accordance with the Overall Special Use Plan by Kebs, Inc. dated January 1, 2022 and received by the Township on March 24, 2022, and the response letter to the Planning Commission, from the applicant, dated May 3, 2022.
2. Any future building additions will require an amendment to Special Use Permit #22-051.

ADOPTED: YEAS: _____

NAYS: _____

STATE OF MICHIGAN)

) ss

COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Clerk of the Township Board of the Charter Township Meridian, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and a complete copy of a resolution adopted at a regular meeting of the Township Board on the 17th day of May, 2022.

Deborah Guthrie
Township Clerk



To: Planning Commission

From: Keith Chapman

Date: May 4, 2022

Re: Special Use Permit #22-051 – (3830 & 3836 Okemos Rd.) – Bickford Place Assisted Living Facility – Buildings over 25,000 square feet Special Use Permit

The Planning Commission held a public hearing on April 25, 2022, for Special Use Permit request #22-051, Bickford Place Assisted Living Facility's proposal to build a new 9,488 square foot building addition to the existing 24,561 square foot building at 3830 & 3836 Okemos Road.

For the review of the Special Use Permit for buildings greater than 25,000 square feet, there were no major concerns raised. Staff has uncovered no major concerns with the proposed size of the building or how it fits into the overall development and therefore would **recommend approval** of the proposed building addition being added to the site. The Planning Commission is asked to make a recommendation, which will be forwarded to the Township Board for final review and decision.

Planning Commission Options

The Planning Commission may recommend approval, recommend approval with conditions, or recommend denial the special use permit. A resolution to recommend approval has been provided with this memorandum.

- **Move to adopt the resolution to recommend approval of Special Use Permit #22-051, to construct a building over 25,000 square feet in size.**

Attachments

1. Resolution for approval
2. April 25, 2022 Staff Report



RESOLUTION TO RECOMMEND APPROVAL

**Special Use Permit #22-051
Bickford Senior Living Facility
3830 & 3836 Okemos Road**

At a regular meeting of the Planning Commission of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Municipal Building, in said Township on the 9th day of May, 2022, at 7:00 p.m., Local Time.

PRESENT: _____

ABSENT: _____

The following resolution was offered by Commissioner _____ and supported by Commissioner _____.

WHEREAS, JV Landlord-Lansing, LLC has submitted a request to construct a building greater than 25,000 square feet in size at 3830 & 3836 Okemos Road; and

WHEREAS, the proposed project is a adding a 9,488 square foot building addition to the existing 24,561 square foot building; and

WHEREAS, a special use permit is required for constructing a building totaling more than 25,000 square feet in gross floor area; and

WHEREAS, the Planning Commission held a public hearing at its regular meeting on April 25, 2022 and discussed on May 9, 2022; and has reviewed staff material forwarded under cover memorandums dated April 20, 2022 and May 4, 2022; and

WHEREAS, the subject site is appropriately zoned RA (Single Family, Medium Density), which permits the construction of buildings greater than 25,000 square feet in floor area by special use permit; and

WHEREAS, the proposed project is consistent with the general standards for granting a special use permit found in Section 86-126 of the Code of Ordinances; and

WHEREAS, public water and sanitary sewer services serve the subject site.

NOW THEREFORE, BE IT RESOLVED THE PLANNING COMMISSION OF THE CHARTER TOWNSHIP OF MERIDIAN hereby recommends approval of Special Use Permit #22-051 to construct a 9,488 square foot building addition to an existing 24,561 square foot building, resulting in a building larger than 25,000 square feet, at 3830 & 3836 Okemos Road, subject to the following conditions:

1. Approval is granted in general accordance with the Overall Special Use Plan by Kebs, Inc. dated January 1, 2022 and received by the Township on March 24, 2022.



To: Planning Commission

From: Keith Chapman, Assistant Planner

Date: April 20, 2022

Re: Special Use Permit #22-051 – (3830 & 3836 Okemos Rd.) – Bickford Place Assisted Living Facility – Buildings over 25,000 square feet Special Use Permit

JV Landlord-Lansing, LLC has requested a special use permit to construct a building greater than 25,000 square feet in size at 3830 & 3836 Okemos Rd. The subject site is zoned RA (Single Family, Medium Density). The proposed project will contain 16 memory care units for residents who have significant memory issues. The existing one-story building contains 46 small apartment style units with a kitchenette consisting of a sink, refrigerator, and microwave. In total the proposed project is comprised of one building totaling 34,049 square feet in size.

In addition to the special use permit request to construct 9,488 square foot building addition to the existing 24,561 square foot building (SUP #22-05011), a special use permit is required for constructing a building totaling more than 25,000 square feet in gross floor area (SUP #22-051). The special use permits are being processed concurrently. This staff report focuses on the special use permit for construction of a building greater than 25,000 square feet in gross floor area. The staff report for SUP #22-05011 should be referenced for a more complete overview of the project.

The construction of any building or group of buildings with a combined gross floor area greater than 25,000 square feet requires a special use permit due to the significant impact such development may have upon adjacent property owners, neighborhoods, and public infrastructure. The Code of Ordinances requires the special use permit to ensure public utilities, roads, and other infrastructure systems are or will be adequate to support the proposed development.

Planning Commission Options

The Planning Commission may recommend approval, approval with conditions, or denial of the proposed special use permit. The Township Board makes a final decision on special use permit requests for buildings over 25,000 square feet. A draft resolution is attached for the Planning Commission's review.

Attachment

1. Draft resolution for approval
2. Special Use Plan by Kebs, Inc. dated January 1, 2022 and received by the Township on March 24, 2022

Commissioner McConnell noted a correction on the last line of page two, under agenda item 7A, "Commissioner McConnell stated he would like to see all native trees planted on the slope." This is two separate points. The record should reflect he would like to see native plant species as well as additional trees planted on the slope.

VOICE VOTE: Motion approved unanimously.

6. COMMUNICATIONS-NONE

7. PUBLIC HEARINGS

A. PUD Decks – Text Amendment

Chair Blumer opened the public hearing at 7:03 pm.

Director Schmitt outlined the PUD Decks text amendment for Public Hearing.

Commissioner Cordill noted the third whereas in the resolution should read, "not to exceed 10% of the total square footage of the house."

Chair Blumer asked if the word Deck is defined.

Director Schmitt replied he believes it is defined under the encroachments section, but will confirm.

Commissioner Shrewsbury noted the Ordinance amendment reads, "10% of the square footage of the principal structure." While the resolution reads, "10% of the total square footage of the house." She asked if these should be consistent.

Director Schmitt replied the consistency makes sense.

Chair Blumer stated this should come back after a few changes have been made.

Chair Blumer closed the Public Hearing at 7:09 pm.

8. UNFINISHED BUSINESS

A. Special Use Permit #22-05-011 – 3830 & 3836 Okemos Road – Bickford House Expansion

Director Schmitt outlined Special Use Permit #22-05-011 – 3830 & 3836 Okemos Road – Bickford House Expansion and explained a previous variance that had been granted on the parcel.

Commissioner Richards stated the north parking lot is higher than the building and asked how that would be engineered.

Applicants Engineer Greg Petru, 2116 Haslett Rd., Haslett, MI explained they plan on removing a lot dirt from the hill and the building will continue at the same elevation. There will also be a drop off for storm water retention.

Commissioner Richards asked if there will be a storm water pond on the north side of the building as the addition is being built.

Mr. Petru replied yes but not a big one.

Commissioner Richards asked if there are plans for a fence around the pond.

Mr. Petru replied the bank will likely be stabilized with native landscaping.

Commissioner Richards stated the new landscaping should match what is currently in place.

Commissioner McConnell asked if changes the applicant has included in their May 3rd, 2022 letter could be included as conditions in the Resolution.

Director Schmitt replied they could.

Commissioner Cordill asked if the building, with the addition, would remain one story and if the grade would be level with what currently exists.

Director Schmitt replied yes to both.

Applicants Representative, Richard Eby, 13112 W. 126th St., Overland Park, Kansas gave an overview of the grading on the parcel for clarification.

Chair Blumer spoke in support of this project as long as the terrain is not destabilized.

Commissioner McConnell moved to adopt the resolution approving Special Use Permit #22-05-011 request to add 9488 sq. ft. to the building at 3830 Okemos Rd. and incorporate the property at 3836 Okemos Rd. into the development with the additional condition including the changes to the site plan proposed by the applicant in their letter of May 3rd. Seconded by Commissioner Trezise.

ROLL CALL VOTE: YEAS: Commissioners McConnell, Cordill, Shrewsbury, Richards, Vice-Chair Trezise, Chair Blumer

NAYS: None

Motion carried: 6-0

B. Special Use Permit #22-051 – 3830 & 3836 Okemos Road – Bickford House Expansion, structure greater than 25,000 square feet

Director Schmitt outlined Special Use Permit #22-051 – 3830 & 3836 Okemos Road – Bickford House Expansion, structure greater than 25,000 square feet for discussion.

Commissioner Richards moved to approve Special Use Permit #22-051. Seconded by Commissioner Cordill.

ROLL CALL VOTE: YEAS: Commissioners McConnell, Cordill, Shrewsbury, Richards, Vice-Chair Trezise, Chair Blumer

NAYS: None

Motion carried: 6-0

~~C. Mixed-Use Planned Unit Development #22014 – 1621 & 1625 Haslett Road –
Haslett Village~~

This item has been removed from the agenda.

D. Temporary Containers – Text Amendment

Senior Planner Shorkey outlined the Temporary Containers Text Amendment for discussion.

Vice-Chair Trezise asked if it should be made clear that in the case of multi-family developments that it is the building owner’s responsibility to enforce the Ordinance.

Senior Planner Shorkey stated building owner enforcement is a strategy that is already used.

Commissioner McConnell stated this could be interpreted as targeting a business that provides this service.

Senior Planner Shorkey stated this Ordinance language has been used in other communities and “the pods” have become colloquial in Ordinance language.

Chair Blumer referred this item back to staff for revision.

E. Bath Township Master Plan – Discussion

Senior Planner Shorkey outlined the Bath Township Master Plan for discussion.

Commissioner McConnell stated he could not find their non-motorized transportation map, and stated we should see it for connectivity.

Commissioner McConnell stated if the Planning Commission has plans to write a letter to Bath Township they should complement the wetland Ordinance to protect priority wetlands. He also suggested on Bath’s goal to, “draft a landscape Ordinance for new commercial industrial mixed use developments to better manage storm water in an aesthetic way”, to add language for managing storm water in light of expected changes in climate. He further stated the township could learn from Bath’s goal to review Zoning Ordinances, amending as necessary to allow for missing middle housing.

Commissioner McConnell noted Bath Township’s urban service boundary is missing from their maps.

F. Zoning Board of Appeals Liaison – Appointment

Director Schmitt overviewed the process for the Zoning Board of Appeals Liaison.



To: Planning Commission

From: Keith Chapman, Assistant Planner

Date: April 20, 2022

Re: Special Use Permit #22-051 – (3830 & 3836 Okemos Rd.) – Bickford Place Assisted Living Facility – Buildings over 25,000 square feet Special Use Permit

JV Landlord-Lansing, LLC has requested a special use permit to construct a building greater than 25,000 square feet in size at 3830 & 3836 Okemos Rd. The subject site is zoned RA (Single Family, Medium Density). The proposed project will contain 16 memory care units for residents who have significant memory issues. The existing one-story building contains 46 small apartment style units with a kitchenette consisting of a sink, refrigerator, and microwave. In total the proposed project is comprised of one building totaling 34,049 square feet in size.

In addition to the special use permit request to construct 9,488 square foot building addition to the existing 24,561 square foot building (SUP #22-05011), a special use permit is required for constructing a building totaling more than 25,000 square feet in gross floor area (SUP #22-051). The special use permits are being processed concurrently. This staff report focuses on the special use permit for construction of a building greater than 25,000 square feet in gross floor area. The staff report for SUP #22-05011 should be referenced for a more complete overview of the project.

The construction of any building or group of buildings with a combined gross floor area greater than 25,000 square feet requires a special use permit due to the significant impact such development may have upon adjacent property owners, neighborhoods, and public infrastructure. The Code of Ordinances requires the special use permit to ensure public utilities, roads, and other infrastructure systems are or will be adequate to support the proposed development.

Planning Commission Options

The Planning Commission may recommend approval, approval with conditions, or denial of the proposed special use permit. The Township Board makes a final decision on special use permit requests for buildings over 25,000 square feet. A draft resolution is attached for the Planning Commission's review.

Attachment

1. Draft resolution for approval
2. Special Use Plan by Kebs, Inc. dated January 1, 2022 and received by the Township on March 24, 2022

RESOLUTION TO RECOMMEND APPROVAL

**Special Use Permit #22-051
Bickford Senior Living Facility
3830 & 3836 Okemos Road**

At a regular meeting of the Planning Commission of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Municipal Building, in said Township on the 25th day of April, 2022, at 7:00 p.m., Local Time.

PRESENT: _____

ABSENT: _____

The following resolution was offered by Commissioner _____ and supported by Commissioner _____.

WHEREAS, JV Landlord-Lansing, LLC has submitted a request to construct a building greater than 25,000 square feet in size at 3830 & 3836 Okemos Road; and

WHEREAS, the proposed project is adding a 9,488 square foot building addition to the existing 24,561 square foot building; and

WHEREAS, a special use permit is required for constructing a building totaling more than 25,000 square feet in gross floor area; and

WHEREAS, the Planning Commission held a public hearing at its regular meeting on April 25, 2022 and has reviewed staff material forwarded under cover memorandums dated April 20, 2022; and

WHEREAS, the subject site is appropriately zoned RA (Single Family, Medium Density), which permits the construction of buildings greater than 25,000 square feet in floor area by special use permit; and

WHEREAS, the proposed project is consistent with the general standards for granting a special use permit found in Section 86-126 of the Code of Ordinances; and

WHEREAS, public water and sanitary sewer services serve the subject site.

NOW THEREFORE, BE IT RESOLVED THE PLANNING COMMISSION OF THE CHARTER TOWNSHIP OF MERIDIAN hereby recommends approval of Special Use Permit #22-051 to construct a 9,488 square foot building addition to an existing 24,561 square foot building, resulting in a building larger than 25,000 square feet, at 3830 & 3836 Okemos Road, subject to the following conditions:

1. Approval is granted in general accordance with the Overall Special Use Plan by Kebs, Inc. dated January 1, 2022 and received by the Township on March 24, 2022.

Bickford Senior Living - Addition

Meridian Township, Ingham County

APPLICANT:
JV LANDLORD - LANSING, LLC
13795 S. MURLIN ROAD
OLATHE, KS 66062
PH: (913) 254-2225

ENGINEER/SURVEYOR:
KEBS, Inc.
2116 HASLETT RD.
HASLETT, MI 48840
PH: (517) 339-1014
FAX: (517) 339-8047

LANDOWNER:
NHI BICKFORD RE LLC
LANSING BICKFORD COTTAGE, LLC
13795 S. MURLIN ROAD, SUITE 301
OLATHE, KS 66062
PH: (913) 254-2225

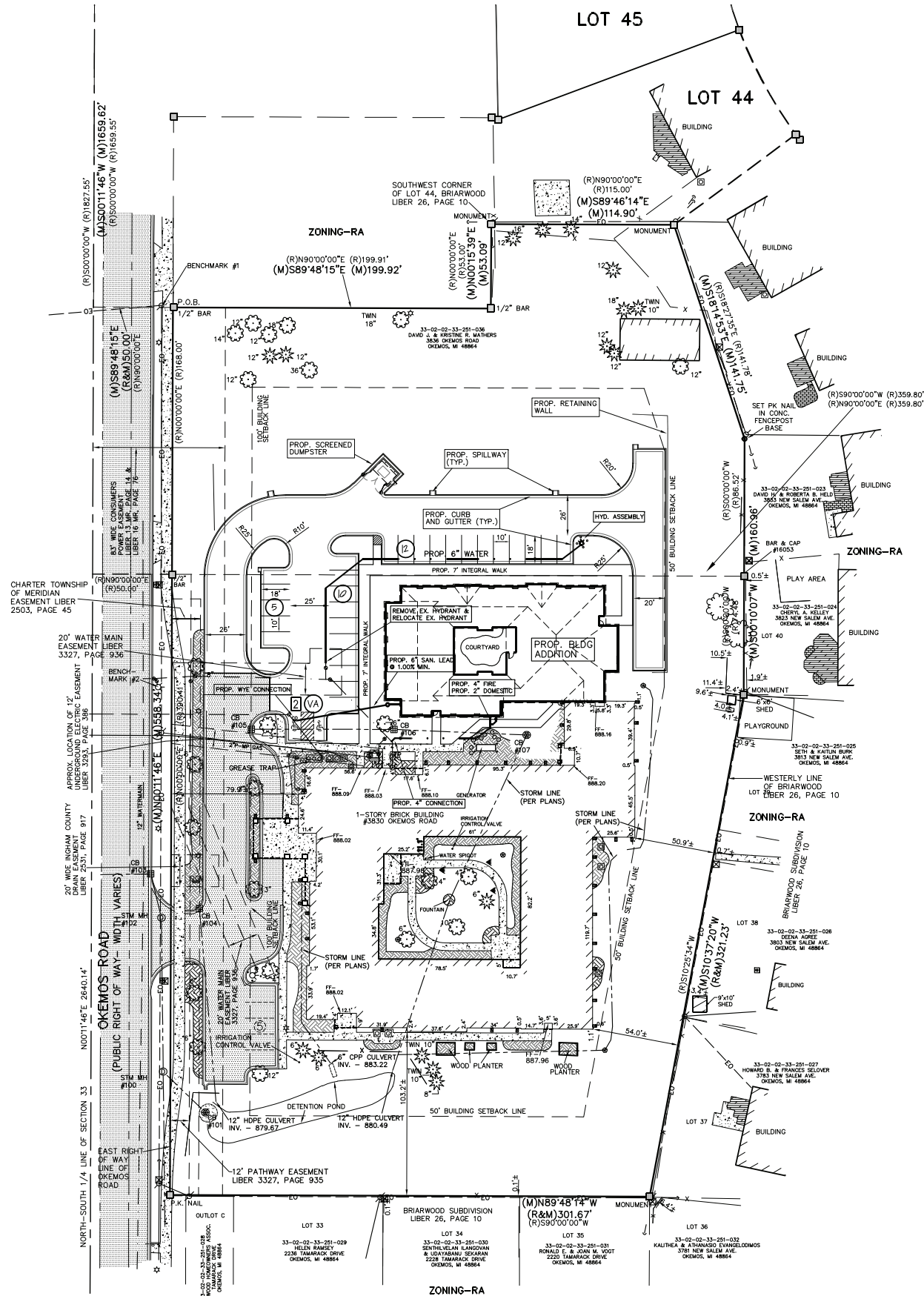
LANDOWNER:
DAVID MATHERS
3836 OKEMOS ROAD
OKEMOS, MI 48864

SEWER INVENTORIES

- STORM MANHOLE #100
RIM - 885.43
12" HDPE N - 877.73
8" HDPE SE - 879.10
12" HDPE S - 877.83
- CATCH BASIN #101
RIM - 883.10
8" HDPE NW - 879.54
- STORM MANHOLE #102
RIM - 882.62
12" RCP NW - 874.53
12" HDPE S - 874.88
- CATCH BASIN #103
RIM - 881.77
12" RCP SE - 874.49
18" RCP W - 874.32
- CATCH BASIN #104
RIM - 883.18
12" RCP SE - 879.65
- CATCH BASIN #105
RIM - 885.68
10" HDPE E - 881.92
- CATCH BASIN #106
RIM - 886.97
12" HDPE E - 881.39
10" HDPE W - INACCESSIBLE
PIPE RECESSED IN STRUCTURE
- CATCH BASIN #107
RIM - 887.46
6" PVC N - 882.86
12" PVC SW - 881.50
12" PVC W - 881.50
- CATCH BASIN #108
RIM - 886.50
6" PVC E - 883.18
6" PVC S - 883.18

- ### EX. LEGEND
- (M) = MEASURED DIMENSION
 - (R) = RECORDED DIMENSION
 - = SET 1/2" BAR WITH CAP UNLESS NOTED
 - = FOUND IRON AS NOTED
 - = DEED LINE
 - = DISTANCE NOT TO SCALE
 - = FENCE
 - = ASPHALT
 - = CONCRETE
 - = GRAVEL
 - = EXISTING CONTOUR ELEVATION
 - = SANITARY SEWER
 - = STORM SEWER
 - = EDGE OF WOODS
 - = METALNDS
 - = CONFEROUS TREE
 - = SIGN
 - = POST
 - = UTILITY POLE
 - = LIGHT POLE
 - = GUY POLE
 - = GUY WIRE
 - = UTILITY PEDESTAL
 - = HANDHOLE
 - = FIRE HYDRANT
 - = VALVE
 - = GAS METER
 - = CLEANOUT
 - = ELECTRIC METER
 - = SANITARY MANHOLE
 - = CATCH BASIN
 - = DOWN SPOUT
 - = TRANSFORMER

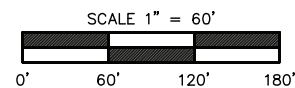
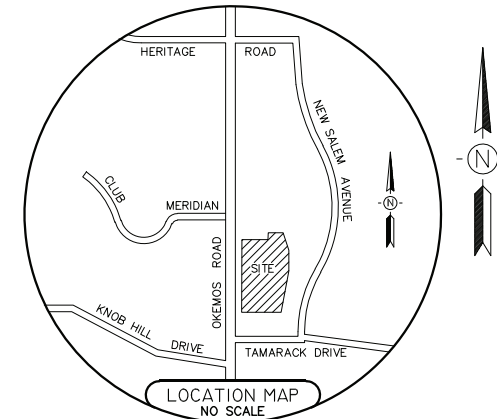
- ### LEGEND
- = PROPOSED WATER MAIN
 - = PROPOSED SANITARY SEWER
 - = PROPOSED STORM SEWER
 - = PROPOSED HYDRANT
 - = PROPOSED GATE VALVE
 - = PROPOSED SAN. M.H.
 - = PROPOSED STORM M.H.
 - = PROPOSED C.B.
 - = PROPOSED GRADES
 - = PROPOSED FIRST FLOOR ELEV.
 - = PROPOSED TOP OF CURB ELEV.
 - = PROPOSED TOP OF GROUND ELEV.
 - = PROPOSED TOP OF PAY'T ELEV.
 - = PROPOSED TOP OF WALK ELEV.
 - = DENOTES S.E.S.C. KEYING SYSTEM



BENCHMARKS

BENCHMARK #1 ELEV. = 880.54 (NAVD88)
600 NAIL, SOUTHEAST SIDE UTILITY POLE, 100' WEST
AND 70' NORTH OF NORTHWEST CORNER OF HOUSE
#3836 OKEMOS RD.

BENCHMARK #2 ELEV. = 882.21 (NAVD88)
NORTHEAST FLANGE BOLT, UNDER "A" IN "USA", FIRE
HYDRANT, 50' NORTH AND 90' WEST OF NORTHWEST
CORNER #3830 OKEMOS RD.



SITE DATA

USE: PROPOSED BUILDING ADDITION TO BICKFORD SENIOR LIVING FACILITY

TOTAL SITE AREA = 131,285 sf = 3.01 ACRES (EXISTING SITE) & 65,870 sf (PARCEL ADDITION) = 1.51 ACRES

TOTAL SITE AREA = 197,155 SF = 4.52 ACRES (TOTAL)

ZONING: RA (RESIDENTIAL)
ADJACENT ZONING: RA (RESIDENTIAL)

BUILDING SETBACKS
FRONT - 100 FEET FROM C/L OKEMOS ROAD
SIDES - 10 FEET
REAR - NOT LESS THAN 40 FEET (USE 50')

BUILDING/UNIT DATA
PROPOSED FLOOR AREA = 9,488 S.F.
EXISTING FLOOR AREA = ±24,561 S.F.
TOTAL FLOOR AREA = 9,488 + 24,561 = 34,049 SF
MAXIMUM BUILDING HEIGHT = 35 FT.
MAXIMUM LOT COVERAGE = 30%
MAX. LOT COVERAGE = 34,049 / 197,155 = 17.27%

PARKING

REQUIRED:
ASSISTED LIVING FACILITY:
1 SPACE FOR EACH 2 BEDS = 60/2
SPACES REQUIRED = 30

TOTAL REQUIRED = 30 SPACES (INCL. 2 B/F)
TOTAL PROVIDED = 34 SPACES

UTILITIES

WATER: CITY PUBLIC WATER MAIN
SANITARY: CITY PUBLIC SANITARY
STORM: ON-SITE DETENTION BASIN
ELECTRIC/GAS: EXTEND EXISTING UTILITIES TO PROP. BLDG.
TRASH: EX. DUMPSTER - TO BE RELOCATED

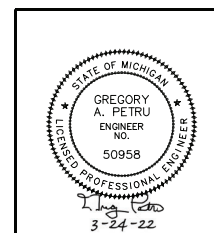
NOTES

- LOCATE UTILITIES PRIOR TO INSTALLATION (COORDINATE W/ ENGINEER)
- AS-BUILT UTILITY LOCATIONS & ELEVATIONS MUST BE DELIVERED TO THE CITY ENGINEER UPON COMPLETION OF THE PROJECT

- 1 DENOTES NUMBER OF B/F SPACES
- VA DENOTES VAN ACCESS B/F SPACES
- 10 DENOTES PROPOSED NUMBER OF 10' x 18' PARKING SPACES

SHEET INDEX

1. OVERALL SITE UTILITY & DIMENSION PLAN
2. EX. CONDITIONS-SURVEY PLAN
3. STORM & GRADING PLAN
4. LANDSCAPE PLAN
5. OPEN SPACE PLAN



REVISIONS		APPROVED BY:	
2-15-22	OWNER SKETCH REVIEW	GAP	
3-23-22	S.U.P. SUBMITTAL	GAP	
KEBS, INC. KYES ENGINEERING 2116 HASLETT ROAD, HASLETT, MI 48840 PH. 517-339-1014 FAX. 517-339-8047 Marshall Office Ph. 269-781-9800		Bickford Senior Living - Addition OVERALL SITE, UTILITY & DIMENSION PLAN	
SCALE: 1" = 60'	DESIGNER: GAP	APPROVED BY: GAP	
DATE: 1-1-22	PROJECT MGR. GAP	JOB # 1 OF 5	
AUTHORIZED BY: Bickford of Okemos		JOB # E-98746	

6. COMMUNICATIONS

- A. Timothy Mowers RE: MUPUD 22-014

Chair Blumer noted a communication was hand delivered by Lynn Page just before the meeting.

7. PUBLIC HEARINGS

- A. Special Use Permit #22-05-011 – 3830 & 3836 Okemos Road – Bickford House Expansion

Chair Blumer opened the Public Hearing at 7:12 pm.

Director Schmitt outlined Special Use Permit #22-05-011 – 3830 & 3836 Okemos Road – Bickford House Expansion for Public Hearing.

Commissioner Premoe asked why this establishment would have no traffic impact.

Director Schmitt replied with only 16 memory care beds are being added and visitation will be minimal.

Commissioner McConnell asked about the Special Use Permit numbering system.

Director Schmitt explained the current numbering system is a holdover from his predecessor and he will be updating the system next year.

Applicants Representative, Richard Eby, 13112 W. 126th St., Overland Park, Kansas further outlined Special Use Permit #22-05-011 – 3830 & 3836 Okemos Road, Bickford House Expansion for Public Hearing.

Vice-Chair Trezise asked how much of the hill to the north will be taken down.

Mr. Eby replied about half.

Applicant's engineer, Greg Petru 2116 Haslett Rd., Haslett, MI stated the parking lot will drain through a filtration area and into a detention area. He further stated he will try to save as many trees as he can along the north property line and the north east corner will be untouched.

Commissioner McConnell stated about 18 of the trees on the northern slope will be saved and asked about what percentage is that of the total trees.

Mr. Petru replied about half.

Commissioner McConnell asked if there is a plan to plant woody planting on the slope.

Mr. Petru replied they were willing to work with staff on that matter.

Commissioner McConnell stated he would like to see native plant species and additional trees planted on the slope.

Chair Blumer asked about current staffing levels and how many new staff will be hired to accommodate the resident increase.

Director of Bickford House, A'Lynne Dukes, 2515 Victor Ave., Lansing, MI stated there are currently five staff members during 1st and 2nd shift and three during 3rd shift. She expects to add two staff members to 1st and 2nd shift.

Lynne Page, 3912 Rowley Dr., Okemos, MI spoke about the possible impact of this construction to the Briarwood Sub-Division.

Captain Rick Grillo, 3847 New Salem Ave., Okemos, MI spoke in support of the addition.

Chair Blumer asked Captain Grillo if this addition will have any impact on Meridian Township's emergency services.

Captain Grillo replied any impact would be minimal.

Commissioner Richards asked if a solid fence will be constructed on the east side of the property between residential properties and parking area.

Mr. Petru replied placing a fence anywhere but the very top of the hill wouldn't help.

Commissioner Richards suggested noise screening should be tested before approval and asked if the refuge container will remain where it currently is.

Director Schmitt replied the container is moving further away from the residential area.

Mr. Petru stated interlocking evergreens will be planted along the top of the slope.

Ms. Dukes stated on Thursday there are two deliveries for produce and trash is picked up twice weekly.

Commissioner Premoe asked what time of day deliveries are expected.

Ms. Dukes stated trash is picked up at 8 am. And food delivery is scheduled between 6-11 am on Thursdays.

Chair Blumer called for a straw poll.

STRAW POLL: YEAS: Vice-Chair Trezise, Commissioners Snyder, Richards, Cordill, Premoe, McConnell, Chair Blumer

NAYS: NONE

Commissioners are generally in support of this Special Use Permit but would like to see the following conditions:

- Noise and odor regulation and screening

- Construction noise level screening
- Efforts to avoid erosion on the bank

Chair Blumer closed the Public Hearing at 8:02 pm.

B. Special Use Permit #22-051 – 3830 & 3836 Okemos Road – Bickford House Expansion, structure greater than 25,000 square feet

Chair Blumer Opened the Public Hearing at 8:02 pm

Director Schmitt outlined Special Use Permit #22-051 – 3830 & 3836 Okemos Road – Bickford House Expansion, structure greater than 25,000 square feet for Public Hearing.

Chair Blumer called for a straw poll.

STRAW POLL: YEAS: Commissioners McConnell, Premoe, Cordill, Richards, Snyder, Vice-Chair Trezise, Chair Blumer

NAYS: NONE

Chair Blumer Closed the Public Hearing at 8:05 pm.

C. Mixed-Use Planned Unit Development #22014 – 1621 & 1625 Haslett Road – Haslett Village

Chair Blumer opened the Public Hearing at 8:05 pm.

Senior Planner Shorkey outlined Mixed-Use Planned Unit Development #22014 – 1621 & 1625 Haslett Road – Haslett Village for Public Hearing.

Commissioner McConnell stated the applicant needs two more amenity points from tier one amenities, and asked if they use one tier two amenity instead.

Senior Planner Shorkey replied not for the building height, but if they lower building A1 by one foot the requirement goes away.

Applicant's representative Mike Bosgraaf, 873 S. Shore Dr., Holland, MI introduced the other applicants representatives and stated their roles in the project.

Applicant's representative Mike Corby, 840 Ottawa Ave., Grand Rapids, MI, further outlined Mixed-Use Planned Unit Development #22014 – 1621 & 1625 Haslett Road – Haslett Village for Public Hearing and listed the amenities planned for including:

Tier 1

- Dog Park
- Trail Head

Tier 2

- Electric Car Charging Station
- Outdoor Public Seating Plaza with Wi-Fi



To: Board Members
From: Frank L. Walsh, Township Manager
Date: May 13, 2022
Re: American Rescue Plan-Funding-1st Round Appropriation

As you are aware, Meridian Township is set to receive \$4,540,497 in American Rescue Plan (ARP) funding. Earlier this year we received \$2,270,248, or 50% of our total allotment. The Board has held two discussions on appropriating the first round of funds.

During the April 26 Board meeting, the strong consensus was to allocate the initial 50% of ARP funds to local roads and our internal IT infrastructure. Over the past year, due to rising costs, it has become crystal clear that we are falling behind with our local road improvements. No one could have predicted 18%-22% increases in asphalt prices from 2020-2022. Our \$3.7M per year in road dollars is not keeping up with inflation. Don't get me wrong, we are making significant progress with local road improvements. We are hopeful that a significant contribution from ARP funds will help us to continue to move the needle.

We also face an IT system that is failing. According to the experts, we need to immediately overhaul our switches and firewall. Our system is so antiquated that it is effecting productivity across our buildings. We must move forward with our consultant to upgrade our entire system. This is not something we want to piecemeal. Our team is counting on us to get this right.

The recommendation from the M-Team is to appropriate \$1,300,000 to local roads and \$970,248 to an IT overhaul. The township has retained Brightline to lead the overhaul.

We look forward to your discussion on Tuesday evening.



To: Board Members

From: Melissa Massie, Director of Project Management & Operations

Date: May 17, 2022

Re: 2022 Township Sign Plan

In an effort to increase our Township brand awareness throughout the community, we contracted with Corbin Design to create Township signs for the entrances to our community (i.e. north, east, south and west), the Municipal Complex and various other locations around the Township. Some signs are replacing existing signs, while others will be installed in new locations that have not yet received an official Township sign.

At the November 2, 2021 Township Board meeting, former Deputy Township Manager Derek Perry presented the initial sign designs to the Board for input. During this meeting, staff received feedback from the Board as to how they would like the sign designs changed. The change the Board proposed was adding the tail on our logo to the signs. The tail had been omitted due to durability concerns. We have amended the sign designs to include the tail on all of the sign designs.

The Board also expressed an interest in starting with a plan for the Municipal Complex and Marketplace on the Green. Based on internal staff conversations, we've also included Central Park South for continuity as it is across the street from the Marketplace on the Green. We also included Newton Road Park as it does not have a sign and Towner Road Park as it only has a cost-effective, low-budget temporary sign installed during initial construction.

Upon receiving the initial board feedback, staff (i.e. Assistant Township Manager Opsommer, Director Massie, Director Maisner, Chief Plaga, and Communications Manager Yates) thoroughly reviewed the original sign designs and revised them to make necessary changes, such as editing wording and formatting on the signs, adding addresses on major identifying signs and revising the lighting plan.

We then developed a sign locations plan. The 2022 Sign Plan includes the following locations:

- Municipal Complex (includes Municipal Building, Police Dept., Historical Village and Central Park)
- Marketplace on the Green
- The 4 welcoming signs at the entrances to the Township:
 - North – Marsh Road (Parcel #: 03-180-010)
 - East – Grand River Ave and Meridian Road Intersection (northwest corner)
 - South – Okemos Road (Parcel #: 33-453-011)
 - West – Grand River Ave (4357 Meridian Rd, Williamston, MI 48895)
- Central Park South
- Towner Road Park

Memo to Township Board
April 12, 2022
Re: Township Signage
Page 2

- Newton Road Park

After a great deal of work, we have attached the final 2022 Sign Plan for your review. We have exhausted all consulting fees in our contract with Corbin Design. So, at this point, the only changes to make would be items with errors. We would like to use this opportunity for any final vetting, to make sure there are no errors, such as a misplaced arrow or misspellings.

Our plan is to put this project out to bid upon the Board's final review this evening so we can get the signs built in 2022. No formal action is required of the Board. The purpose of the discussion item this evening is to identify any final issues there may be prior to going to bid.

Attachments:

1. Sign Inventory and Renderings
2. Sign Message Schedule for the Municipal Complex, Marketplace on the Green, Central Park, Central Park South, Towner Road Park and Newton Road Park
3. Sign Plan Maps of each of the four Welcoming Sign locations



MERIDIAN TOWNSHIP

WAYFINDING SIGNAGE

DESIGN INTENT DRAWINGS

April, 2022
Version 7

415 S Union, Second Floor, Traverse City, MI 49684 | corbindesign.com | (231) 947-1236

All ideas, designs, represented by these drawings are owned by, and property of Meridian Township. None of these ideas, designs, arrangements or plans shall be used by or disclosed to any person, firm or corporation for any purpose without the written permission of Meridian Township and Corbin Design.

CORBIN
DESIGN

SECTION 10 14 00 – FABRICATION SPECIFICATIONS

PART 1 - GENERAL

1.1 SUMMARY

- A. Section includes specifications related to fabrication and installation of exterior project signage.
1. Sign type details are listed in the Design Intent Drawings. Design drawings are provided to the Fabricator in PDF format, or in Adobe Illustrator 22.1.
 2. Sign Location Plans are general in nature and not to scale. They reflect locations deemed desirable for the effectiveness of the overall wayfinding plan. Sign location plans are provided to the Fabricator in PDF format
 3. The Sign Message Schedule includes sign type, exact messaging, layout details, and provides additional installation or graphic layout information specific to each sign location. Sign message schedules are prepared in FileMaker. Fabricator will be provided information in PDF format sorted by sign type and by sign number. Data is also available exported into an Excel file. A link to the FileMaker database can also be supplied.
 4. The materials, products, equipment and performance specifications within these documents describe the standard of required function, dimension, appearance, performance and quality to be met by the Fabricator.
- B. Fabricator's responsibilities:
1. Engineer, fabricate and install all signage and graphics per the final documents provided at contract award.
 2. Be knowledgeable of relevant federal, state and local code requirements, and be responsible for ensuring that all signs meet current local, state and federal codes, especially, but not limited to, ADA and Fire/Life Safety codes.
 3. Perform complete structural design and engineering of the signs and incorporate all the safety features necessary to adequately support the sign for its intended use and purpose, as required for approvals and permits, and to protect the Owner. All signs shall meet local, state and federal codes. Engineered shop drawings for project signage shall be reviewed, stamped and signed by a local state-registered engineer. Shop drawings are to be provided for all sign elements.
 4. Engineer all signs, banners and mounting devices, unless otherwise indicated, to withstand the required wind load (normal to the sign, in addition to the weight of the sign) as specified by ASCE, American Society of Civil Engineers, or greater as per local, state or federal code.

1.2 WARRANTY

5. Signs listed in the sign message schedule should match those on the sign location plan. Fabricator to notify the Designer and Owner's Representative of any discrepancies before manufacturing the signage.
 6. Visit the site to observe existing conditions, verify mounting conditions and space availability, take field measurements and verify all signage locations with Owner's Representative prior to starting fabrication.
 7. Develop graphic proofs of all sign faces using messaging from Sign Message Schedule.
 8. Secure any and all necessary permits for signage installation.
 9. Work with the Owner's Representative to secure any necessary variances.
 10. Notify the Owner's Representative immediately if any discrepancies exist within the Construction Documents or field conditions.
 11. Provide all submittals outlined in the specifications in a timely fashion and according to the agreed upon contract schedule.
 12. Work with the Owner's Representative to coordinate with other trades performing work on site.
 13. Maintain all project related files such that the Owner may reorder additional signs for a minimum of 10 years after the completion of the work.
- A. Extend in writing all manufacturers' warranties.
- B. Obtain a minimum five (5) year extended warranty on all paint and powder coat applications.
- C. Obtain a minimum eight (8) year warranty on all custom color vinyl or flood-coated vinyl applications. Vinyl shall not fade excessively, discolor, crack, peel, blister, or loose reflectivity.
- D. Obtain a minimum five (5) year warranty on all applied vinyl applications. Vinyl shall not fade, discolor, delaminate, crack or curl.
- E. Provide a written full replacement warranty for five (5) years starting from the completion of installation that all signs will be free of defects due to craft work and materials including, but not limited to:
1. Bubbling, chalking, rusting or other disintegration of the sign panel, graphics or of the edges.
 2. Corrosion appearing beneath paint surfaces of panels, brackets, posts or other support assemblies (except as an obvious result of vandalism or other external damage).

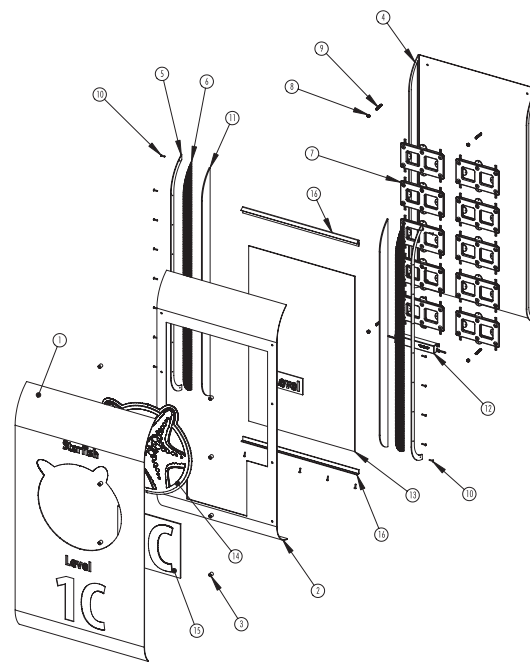
1.3 DESIGN RIGHTS

3. Corrosion of fasteners.
 4. The assemblies not remaining true and plumb on their supports.
 5. Fading, chalking and discoloration of the colors and finishes within the vinyl and paint manufacturer's stated warranty period.
 6. Peeling, delamination or warping ("oil canning").
 7. Repair and reinstallation of signage due to failed mountings.
- F. Repair or replace, including installation, any defective signs or hardware, which develop during the warranty period and repair any damage to other work due to such imperfections at no charge to the Owner and to the Owner's satisfaction.
- G. The Fabricator will be required to fully replace all signs that are in error relative to the working documents (sign message schedule and sign type drawings) that were submitted to the Fabricator upon award of contract.
- A. The Fabricator is hereby granted limited right to the designs as shown and specified herein for the sole purpose of completing contractual obligations to fabricate and install project signage. Fabricator may not manufacture, reproduce or exhibit these designs, or modify them for any other purpose without prior written consent from both the Owner/ Owner's Representative and the Designer.

1.4 SUBMITTALS

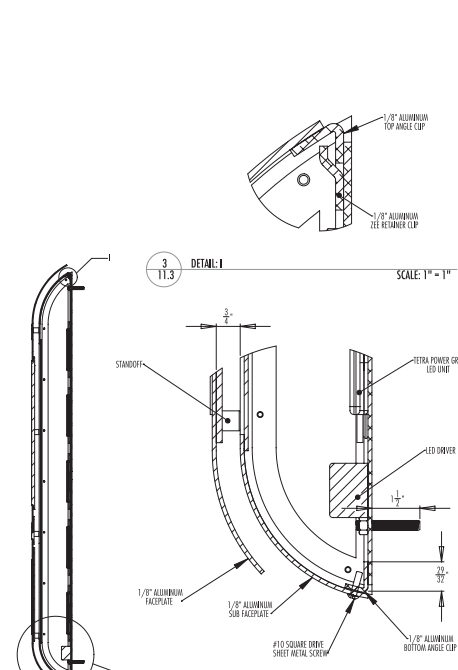
- A. Pre-Fabrication Submittals: Submit the following to the Owner's Representatives and Designer for review and approval prior to commencing with signage fabrication.
1. Shop Drawings: Detailed engineered shop drawings for each sign type are to be submitted as electronic PDF no larger than 11" x 17". Final Shop Drawings are to be stamped by an Engineer licensed in the state to ensure structural integrity and safety. The shop drawings for each sign type shall illustrate/describe the following:
 - a. Elevations and cross sections – front, sides, top and back; side sections; internal structure section/details; enlarged details such as of extrusions, push-through letter mounting, mounting plate; and access panel, etc.; with all final dimensions and call-outs for:
 - b. Components – construction details/information related to individual elements
 - c. Materials – color, type, gauge, and thickness (including substrates and overlays)

- d. Finishes – color, type of product, manufacturer, and sheen
- e. Fonts, graphics specifications and message fields
- f. Exploded view, unless otherwise indicated – isometric view with components, materials, and finishes.
- g. Cross-section of corners – one illustration for each corner condition. Items to be illustrated: seams, joints, layers, internal support and fasteners.
- h. Mounting/installation details – provide foundation cross-sections (including hardware), bracket/post details, elevations, materials, finishes and fasteners.
- i. Electrical details are to be provided for all elements that require electricity. Specific items to be listed are:
 - 1) Light source and/or fixture type and manufacturer
 - 2) Power supply (transformer)
 - 3) Amperage and voltage per sign
 - 4) Electrical service required (source)
 - 5) Electric Eye and Timer
- j. Lighting detail – provide an internal view of light fixtures, LED layout, transformers, external cut-off switch, light sensor, and timer.
- k. Foundation details – provide detailed foundation details including all concrete and reinforcement specifications.
- l. Engineering for wind load
- m. Removable panels (where applicable)
- n. Identify any dimensional or other changes in the overall sign required by virtue of the fabrication materials, techniques and/or engineering.



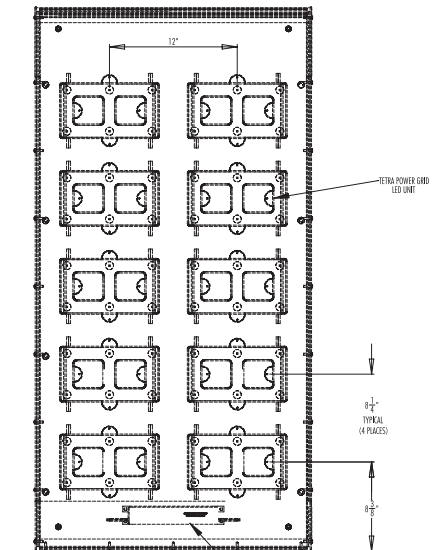
11.2 EXPLODED VIEW & BOM

Exploded View



11.3 DETAIL: E

Cross-section View



11.7 ELEVATION - LED LAYOUT

Lighting Detail

2. Samples: Submit three (3) 5" x 5" samples of each material listed in the design intent material specifications using actual substrate materials for review and approval. One will be returned, one kept by the Owner's Representative and one kept in the Designer's records.
 - a. Label the back of every sample with the project name, sample designation and fabricator name.
 - b. The Owner's Representative and Designer reserve the right to reject any sample and require additional samples as necessary to obtain final approval.
3. Keystroke Proofs: Provide a proofing document of final production keystroke output for all sign messages to verify line breaks, character and word spacing, and interline spacing.
 - a. The proofs are to be scaled production art files, not full sized.
 - b. Layouts are to be organized by sign type and by sign number within each sign type group.
 - c. Each layout is to be identified with the corresponding sign number.

4. Schedule: Provide a detailed fabrication and installation schedule.
 - a. Include all pertinent dates and milestones such as submittal delivery dates, required approval dates, fabrication dates and installation dates.
 - b. Include all lead times for materials and third-party supplied items.
 - c. Allow a minimum of 15 business days for Owner Representative and Designer review with one round of revisions built in unless otherwise noted within the bid schedule.
 - d. Include submittal delivery dates.
- B. During Fabrication Submittals:
 1. Fabricator is required to maintain the detailed fabrication and installation schedule, submitting weekly updates as changes occur.
 2. Upon request, Fabricator is to submit photo documentation of signage at various stages of fabrication and installation. Review of these photos does not rule out rejection of the sign during the punch list if they do not meet fabrication requirements.

- C. Post-Fabrication Submittals: Upon completion of the initial installation, the following are to be submitted to the Owner's Representatives.
 1. Maintenance instructions and manuals for all sign components (lighting, paint, etc.), along with final amended shop drawings, as-installed sign location plans and approved keystroke documents.
 2. Instructions for maintenance and waxing of painted, powder coated and fiberglass elements.
 3. Templates for all insert based signs, utilizing standard software for the Owner's use in printing replacement inserts.
 4. One (1) pint of each finish paint color for touch-up purposes.
 5. Labeled, spare keys to master keyed locks on directory or kiosk signage.
 6. Warranty documentation, as outlined above.

1.5 QUALITY ASSURANCE

- A. The materials, products, equipment and performance specifications described within, establish a high quality standard of required function, dimension, appearance, performance and quality to be met by the Fabricator.
- B. Materials used for this project shall be new materials, not reconditioned.
- C. Fabricator shall only use workforce skilled and experienced with the products, fabrication methods, and installation requirements outlined for this project.
- D. Fabrication and installation is to withstand severe abuse and souvenir theft vandalism, but not less than the equivalent of resisting simple hand implements and tools (screwdrivers, knives, coins, keys, and similar items), and adult physical force. It is the fabricator's responsibility to suggest alternate fabrication or installation methods, should they be deemed necessary to hinder theft or vandalism.
- E. Regulatory Requirements: Signage shall meet or exceed requirements of all current applicable local, state and federal codes, including, but not limited to:
 1. MUTCD standards manual, 2009 edition with the 2012 revisions;
 2. 2010 Americans with Disabilities Act Standards for Accessible Design, including local modifications and amendments; and
 3. Local and State Building and Fire Codes.

1.6 DELIVERIES, STORAGE AND MATERIAL HANDLING

- A. Pack, wrap, crate, bundle, box, bag, or otherwise package, handle, transport, and store all fabricated work as necessary to provide protection from damage.
- B. Provide clear and legible identifying information on all product packaging to ensure proper on-site identification and installation.
- C. Recommend covering all sign faces with a low-tack protective vinyl cover, to be removed after installation. This is to help minimize minor scratches and nicks that happen during unpacking and installation.
- D. Coordinate the delivery and secure storage of signs with the Owner's Representative to meet deadlines.

PART 2 - PRODUCTS

2.1 MANUFACTURERS

- A. Substitution:
1. No substitution will be considered unless the Owner's Representative and Designer have received written request for approval.
 2. Equal or better equipment or method may be recommended, but fabricator will be required to provide full documentation, upon request, establishing such a substitution's equality or superiority as measured in: compliance with the visual design intent, cost, ease of maintenance, and performance.
 3. The Owner's Representative and Designer's decision of approval or disapproval of a proposed substitution shall be final.
- B. Approved manufacturers include:
1. Acrylic Polyurethane Paint: Matthews Paint Company or Akzo Nobel
 2. Powder Coating: PPG Duranar or Akzo Nobel Interpon
 3. Exterior Vinyl: 3M or Oracal
 4. Exterior Perforated Vinyl: 3M
 5. Acrylic Sheets: Rohm and Hass Co, Acrylite or equal.
 6. Panaflex: 3M or equivalent
 7. LED lighting system: General Electric, SloanLED, Philips, US LED or equivalent
 8. Exterior Extrusions: SignComp, Charleston Industries or equivalent
 9. Exterior Tactile signs: Gravoply or equivalent
 10. Stainless Steel Strapping System: Band-It or equivalent
 11. Banner Hanging System: Banner Saver
 12. High Pressure Laminate: Fossil Industries, i-Zone, Trespa
 13. Fiberglass Embedded Panel: Pannier Graphics
 14. Electronic Message Centers: Daktronics, Firewatch, Vantage LED
 15. Adhesive Silicone: Dow Corning or equivalent
 16. Adhesive Tape: Polyfoam or "Isotac" by 3M or equivalent

2.2 Materials

- A. Aluminum: suitable for ornamental work. Finish to be smooth and free of imperfections. Alloy based upon structural requirements of the signage design.
- B. Aluminum sheet: .125" minimum thickness unless otherwise specified.
- C. Aluminum plate: .25" minimum thickness unless otherwise specified.

- D. Structural Steel: galvanized rolled steel or equal as required to meet structural requirements.
- E. Acrylic sheet: varying colors and thicknesses as noted on design intent drawings, 2447 is standard for use in LED illuminated sign types, 7328 is standard for use in Fluorescent illuminated sign types.
- F. Illumination: per design drawings as LED or high-output fluorescent lamps with 800 MA, exterior UL rated electronic ballasts per specifications. Specifications for T-8 lamps are specific to the 60,000 hour T-8 lamp.
- G. Day/Night perforated vinyl: 3M custom color vinyl; flood-coating perforated vinyl is not an acceptable solution unless noted within the design intent drawings.
- H. Adhesive vinyl: opaque color, reflective color, translucent color and transparent color.
- I. Electric Eye and Timer as indicated by the Owner's Representative.
- J. Exterior grade paint: acrylic polyurethane paint in solid and metallic colors with primer and Super Satin Clearcoat finish.
- K. Matthew's Paint reflective white paint or 3M Matte White Light Enhancement Film.
- L. Miscellaneous mounting hardware: including but not limited to, screws, bolts, stainless steel cable, hinges, and adhesives.
- M. Labels: Only labels required by law are permitted on the exterior of the sign face.
1. Labels shall not be on the primary messaging faces of the sign, unless dictated so by the local ordinance.
 2. Labels shall be located in a position as discreet as possible.
 3. No other labels are permitted on the signs.
 4. Fabricator contact information may be placed inside the sign on the access panel.
- N. Fiberglass panels with embedded artwork are to be fabricated using minimal 1/8" thick fiberglass panel with permanently embedded digital graphics. The panel must be a solid, one-piece panel with all graphic elements inseparable from the fiberglass in which they are embedded.
- O. All printed graphics shall be printed at a minimum of 1200 DPI using exterior grade UV inks.
- P. High pressure laminate: Digital graphic surface papers encapsulated with melamine resins are pressed over a portion of recycled post-consumer kraft paper core sheets impregnated with phenolic resin. These sheets are bonded under pressures greater than 1200 pounds per square inch

and at temperatures approaching 300°F (149°C). The 0.040" backs are sanded to facilitate bonding to other substrates.

2.3 FABRICATION

- A. Details on design drawings indicate a design approach for sign structure but do not necessarily include all fabrication details required for the complete structural integrity of the signs, including consideration for static, dynamic and erection loads during handling, erecting, and service at the installed locations.
- B. Site-verify all locations to determine special installation requirements, uneven footing needs based on sloped grades. Field verify measurements for wall mounted and glass mounted signage, etc. prior to fabrication.
- C. Fabricate signage such that major components of the sign can be removed and replaced with similar components. Incorporate this changeability such that it does not promote vandalism, but can be done by a qualified maintenance crew.
- D. Within fabrication tolerances, allow for expansion and contraction of materials due to temperature changes as appropriate to the project location.
- E. Construction Methodology:
1. The drawings call for a variety of fabrication techniques.
 2. Sign faces are to be fabricated using aluminum plate of varying thicknesses, as specified on design drawings, with a minimum thickness of .125 inches unless otherwise noted.
 3. Push-through copy:
 - a. Routed push-through copy from a single sheet of white acrylic.
 - b. Acrylic to have a minimum thickness of 3/8".
 - c. Acrylic to be pushed through 1/16" unless otherwise noted on design drawing.
 - d. Letters and shapes that are routed out and bonded to a separate acrylic sheet are not acceptable.
 - e. Acrylic is to be attached to the interior of the sign using mechanical fasteners.
 - f. All letter knock-outs (interior of letter forms) are to be stud mounted through the acrylic.
 - g. Acceptable spacing between the push-through acrylic and the cutout aluminum is 1/32" for copy 12" or smaller. Copy larger than 12" may have alternate spacing to allow for the change in material expansion.
 - h. The edges and corners of routed letterforms shall be sharp and true. Letterforms with nicked, cut, ragged, rounded (positive or negative) corners, and similar disfigurements will not be acceptable.

4. Conceal all fasteners except for access panels or where approved otherwise by Owner's Representative and Designer. Access panel fasteners are to be stainless steel, tamper resistant, counter-sunk flush screws, painted to match adjacent finish.
5. All hardware and fasteners within reach shall be vandal resistant.
6. Any sign faces smaller than 8' by 20' are to be fabricated from 1 piece of seamless material.
7. To prevent electrolysis, separate all ferrous and non-ferrous materials with a non-conductive gasket or barrier and utilize stainless steel fasteners as required.
8. Welded joints:
 - a. Exposed welded joints must be filled and ground smooth so that there is no seam visible when painted.
 - b. Dimensional and structural welding defects will not be accepted, including but not limited to: poor weld contours, including excessive bead convexity and reinforcement, and considerable concavity or undersized welds; cracks; undercutting; porosity; incomplete fusion; inadequate penetration; spatter; and non-metallic inclusions.
 - c. Welding is to be performed by AWS (or similar) certified personnel, following AWS Standard Welding Procedure Specifications (SWPSs) for steel, aluminum, and stainless steel as appropriate.
9. Non-welded joints between various portions of signs must have a tight, hairline-type appearance, without gaps. Provide sufficient fastenings to preclude looseness, racking, or similar movement.
10. Exposed acrylic edges are to be finished such that no saw marks are visible.
11. Drain holes:
 - a. Provide drain holes as needed to prevent accumulation of water within signs.
 - b. Holes must be inconspicuous and located such that drainage does not occur onto signs, or other surfaces subject to staining.
 - c. Provide internal system of baffles to prevent "light leaks" through drain holes of illuminated signs.
 - d. Use color-coordinated stainless steel bug mesh screen over drain holes or vents.
12. Non-illuminated sign faces are to have lettering and graphics created as surface-applied vinyl typography unless otherwise noted in the design drawings.
13. Visible metal joints must adhere to a fit tolerance of .01".

14. Channel letters:
 - a. Non-illuminated faces must be .125" aluminum.
 - b. Channel letter returns must be a minimum of .080" aluminum.
 - c. Face-lit channel letters mounted on the first or second story of a building shall be trimless.
 - d. Face-lit channel letters installed on the third floor or higher of a building may use a low-profile trim cap.
 - e. Jewel trim is not acceptable.
 - f. Raceways are not acceptable unless specifically noted on the design intent drawing or if approved by the Owner. Approved raceways must be painted the same color as the wall on which the raceway will be mounted.
 - g. Acrylic must fit snugly into the letter return.
15. Sign panels shall be appropriately pre-drilled/pre-cut before priming and painting or coating.

F. Painting:

1. Metal surfaces are to be painted per the most recent Matthews Paint or Akzo Nobel product bulletins.
2. Paint preparation of all metal surfaces of the sign to include removal of all scratches and imperfections, sanding and chemical etching.
3. Substrate cleaning, preparation, paint application and paint thickness to be in strict compliance with Matthews Paint or Akzo Nobel published recommendations.
4. Aluminum and Steel surfaces to be properly covered with a primer.
5. Acceleration of the drying process is not allowed.
6. All paint and powder coat finishes to be a satin finish unless otherwise noted in the design drawings.
7. All painted surfaces to have a clearcoat finish to add UV protection and protection from the elements.

G. Illumination & Electrical:

1. Perform the complete electrical design for illuminated signs.
 - a. Illuminated signs shall be designed by an electrical engineer.
 - b. Illuminated signs shall be fabricated and wired to be compliant with current UL® listing requirements.
 - c. Illuminated signs shall be UL® Certified.

2. The disconnect switch is to be located in an inconspicuous location, not visible from the primary face(s) of the sign.
3. Fabricator to verify location of power and electrical feed with the Owner's Representative prior to sign fabrication.
4. All internally illuminated signs and channel letters shall be painted white on the interior using Matthews' reflective white paint, or shall be lined with 3M's Matte White Light Enhancement Film, to enhance and evenly distribute light.
5. Provide concealed access panel in an accessible location on all internally illuminated sign cabinets. Panels are to be flush, lightproof and watertight.
6. Internally illuminated signs are to have adequate internal system of ventilation to assure a uniform dissipation of heat from electrical components of electrically powered and illuminated signs, heat (solar) absorption by sign and other sources.
7. Any openings in exterior surfaces must be internally baffled to prevent light leaks and prevent entry of rain, snow, wind-blown debris, and other foreign matter, and are to be covered with color-coordinated insect screen on the interior of the face.
8. House all electrical components within sign cabinets, except for remote transformers as dictated by the Owner's Representative. All wiring and raceways within the sign are to be completely enclosed.
9. Transformers for channel letters shall be remote transformers wherever possible. If remote transformers are not applicable, then all electrical components shall be contained within the channel letter itself.
10. Internal illumination by lamps is required to provide adequate and even illumination over the face of the sign without hot spots or shadows.
11. Illumination to be provided by LED or Fluorescent lamps as specified on design drawings.
 - a. Signs wired with high output lamps are to include spring-loaded static strips between each lamp.
 - b. Internally illuminated channel letters shall be illuminated using LED, unless otherwise noted on the design drawings.
12. LED, lamps or other internal hardware must not be visible through the translucent letterforms and graphics.
13. All internally illuminated signs are to have a master timer with photoelectric eye on/off control to turn the sign on at night and off in the morning, and on during dark conditions. Location of timer to be approved by the Owner's Representative.
14. Test and verify all illumination within the shop environment prior to shipping signs to site.

H. Fonts/Typefaces:

1. Fonts used within the Designer's programs were purchased by and are licensed to the Designer. It is the responsibility of the fabricator to purchase the specified licensed fonts for use within this program. See the design intent typography page for the specific fonts.
2. The fabricator is responsible for spacing the letters (Kerning) to meet ADA code requirements.
3. Letter height/cap height is based upon the height of the capital letter "E" or any capital character that has a flat top and base.
4. Under no circumstances are typefaces to be electronically distorted ("squeezed" or "extended") for purposes of fitting to the specified sign or general alteration of the sign face composition unless noted in the drawings. This includes (but is not limited to) stretching, squeezing, tilting, outlining or shadowing.
5. Ligatures are to be turned off.
6. Apostrophes and quotation marks are to be used, not footmarks and inches. Note that there is a difference in most fonts.
7. Fabricator to reference spacing within the Design Intent Drawing package. Layout of copy is critical for the proper function of the wayfinding signage. Any typesetting concerns or issues are to be brought to the Designer for resolution recommendations.
8. Fabricator is responsible for correcting any typesetting errors that may be necessary.

I. Silk-screen, digital printing and vinyl copy:

1. All letterforms, symbols or graphics shall be reproduced either by photographic or computer-generated means.
2. Cutting shall be done such that edges and corners of finished letterforms will be straight, sharp and true.
3. Letterforms with nicked, cut, ragged, rounded corners, and similar disfigurements will not be acceptable.
4. Copy is to match the sheen of the copy panel background (satin).
5. Surface of letters shall be uniform in color finish, and free from pinholes and other imperfections.
6. Silk-screened images shall be executed with photo-processed screens prepared from original electronic art.
7. Use only weather-resistant coating materials that are compatible with substrates.
8. Silk-screening shall be highest quality, with sharp lines and no sawtooths or uneven ink coverage.
9. Images shall be uniform in color and ink thickness.
10. Images shall be free from squeegee marks and lines resulting from improper print stroke or screen off contact height.

PART 3 - EXECUTION

3.1 DEMOLITION

- A. It is required that the fabricator remove existing signs as identified in the bidding documents.
- B. Fabricator is to remove all below grade footings and foundations completely and fill with compacted soil. OR Fabricator is to remove below-grade footings and foundations to a minimum depth of 8" below grade and repair landscaping.
- C. For individual letters, Fabricator is to remove the sign, fill holes, power wash the façade and touch-up paint as required.
- D. If there are electrical connections, they must be properly terminated.
- E. Fabricator is responsible for disposal of existing signage. Recycling is recommended. Open dumping is prohibited. Coordinate with Owner's Representative.
- F. Fabricator is to repair and bring to consistent look with surrounding area, any areas damaged or left exposed in an unfinished condition due to the removal of a sign.

3.2 INSTALLATION

- A. Permits and Variances:
 1. Research relevant local code requirements and honor the same in fabrication and installation.
 2. Secure any and all necessary permits for signage installation. Coordinate with the Owner to secure variances, should any be required.
 3. Coordinate with the Owner to have all underground utilities properly located and marked. Any damage to below-grade utilities or structures for which the Owner or Owner's Representative has provided adequate location information is the responsibility of the Fabricator.
- B. Site Visit:
 1. Ensure that every building-mounted sign location has the necessary blocking for safe and secure mounting. Where additional blocking is needed, recommend changes and additional associated costs, and receive approval prior to beginning installation.

2. The final Sign Message Schedule and Sign Location Plan shall be consulted together and shall be approved by the Owner to determine the precise location for each sign. Any necessary adjustments will be made with the approval of the Owner.
- C. If installation subcontractors are utilized, the Fabricator must provide a company representative to act as on-site supervisor through the duration of the installation process to oversee any subcontracted installation work.
- D. Fabricator to maintain current signage and directional information during installation in order to continue to provide proper wayfinding. This can be done through the use of temporary signs, or vinyl over existing sign faces.
- E. Fabricator to coordinate delivery of signage with the Owner's Representative.
- F. Fabricator to provide a site logistics plan indicating the work areas, proposed equipment and power sources, extent and duration of street closures, and schedule time/dates of the respective sign installations. This schedule is to be updated on a weekly basis if changes occur.
- G. Electrical:
1. The Owner or Owner's Representative will be responsible for providing a power source to within 10 feet of the base of each sign requiring power (either at grade or below grade). OR The Fabricator is responsible for subcontracting an electrician to pull power from the source to the sign location. The Owner will work with the Fabricator to identify the preferred junction location.
 2. Power is to be 120 or 277 (LED illumination should be 120) volts at 60 cycles unless otherwise noted by the Owner's Representative. Fabricator to confirm based upon location source with the Owner's Representative.
 3. Manipulate the existing conduit to its proper location, install an external disconnect, extend the conduit through the concrete base (or posts) to align with the point of hookup, and run the power supply through it.
 4. Conduit running from the disconnect to the sign shall travel within the concrete base, not on its surface.
 5. Perform final hook-up. This may not be an excluded service from the bid return.
- H. Masonry/Footings:
1. All concrete bases for signage are to be poured in place from thoroughly mixed and agitated concrete.
 2. Footings are to extend beneath the frost line, or deeper to meet local code.

3. All footings or bases should be poured within a form and level with grade unless otherwise specified in the design drawings or as specified by state or local code.
 4. Foundation/footings should not extend above grade more than 2" and exposed edges should be finished with a bevel to prevent chipping, unless otherwise indicated in Design Intent Drawings.
 5. It's recommended that the concrete be floated by machine or hand before finishing in order to embed larger aggregates especially when part of the footing or base extends above ground.
 6. Concrete surface should have a smooth or brushed finish grade appearance. Match the finish appearance of connecting concrete surfaces when applicable.
 7. All concrete bases and footings should be edged to break any bond with the form and create a neat appearance. All forms should be removed once the concrete has properly cured.
 8. Provide the necessary templates, mounting plates and hardware for concrete and masonry bases.
 9. All masonry (concrete block, poured concrete, brick, slab, veneer, mortar, etc.) is to be properly treated and protected to maintain the structural integrity of the masonry work with exposure to all environmental conditions found at the site. For exposed or visible masonry, this shall include the application of protective sealers or similar finishes to diminish the effects of close-proximity sprinkling or irrigation systems.
 10. Wet concrete with footers and posts must fully cure in place before signage is installed on the footers or mounted to the posts.
- I. Mounting:
1. Signs are to be mounted on J-bolt footings or breakaway bases, centered on the concrete base or footing, and engineered per code, unless otherwise specified in the design drawings or required by code.
 2. Fabricator to use stainless steel 300 series for all bolts, nuts, washers and other fasteners,
 3. Fabricator is required to specify mounting hardware and anchoring per the engineering of the signage. The visual appearance of the sign is not to be compromised from that shown in the design drawings.
 4. Install all signage products such that there are no misalignments between visible components. Sign elements intended to be removable or changeable after installation must function as intended without binding, sticking or blocking.

5. All signs to be mounted level and true, and within the guidelines of applicable local, state and federal codes including, but not limited to, the 2010 Standards for Accessible Design (ADA) and fire/life safety codes, where applicable.
 - a. If signs are to be installed in a parking garage where the structural elements are not level due to the grade of the garage, the Owner is to decide whether the sign should be mounted level or aligned with the structural elements.
- J. Locating Signs:
1. Fabricator's installers must have applicable understanding of the 2010 Standards for Accessible Design (ADA) mounting guidelines, city zoning and other applicable federal, state and local codes, general sign locating practices, and any particular unique installations.
 2. Installers are to follow the regulations, noted guidelines, and architectural details around an installation location for the best visual placement.
 3. Keep a reasonable distance from protruding objects.
 4. Any signage that is improperly located is to be moved to the proper location, and all repairs to wall surfaces and signage are to be handled by the Fabricator.
 5. If the installers are unable to make a decision about any sign locations, they can contact the Designer, providing a graphic representation of the questionable area, or contact the Owner's Representative for on-site options. If there is a code requirement regarding the sign location, the installer must notify the Owner's Representative of the requirement.
- K. Upon completion of installation, Fabricator is to remove any protective covering, tape, or installation hardware. Fabricator is then to clean the sign per the manufacturer recommendations, ensuring that sign is clean from dirt, stains, fingerprints, tape residue, etc.
- L. All exposed hardware is to be touch-up painted on site as required immediately following installation prior to punch list.
- M. All minor blemishes or marring are to be repaired such that the repairs are imperceptible. Components having permanent, non-removable scratches or defects are to be replaced completely.






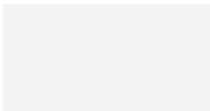
- N. Site Safety and Restoration:
1. Fabricators are responsible for their own safety during the installation period.
 2. Maintain a safe environment for pedestrians and vehicular traffic during the installation period, following OSHA safety standards as necessary.
 3. Keep the Owner's premises and the adjoining premises, driveways and streets clean and clear.
 4. Job site shall be left safe, neat and clean at the completion of each day's operation.
 5. In addition to maintaining old or temporary signs for their directional or informational purposes, Fabricator is to maintain signage that meets or exceeds MUTCD and local standards during the installation period.
 6. At the completion of work, remove all rubbish, tools, equipment, and surplus materials, from and about the premises, and leave the site as originally found.
 7. Repair or correct damage to other contractors' work resulting from signage installation work.


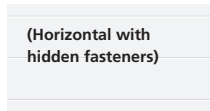

3.2 PUNCH LIST

- A. The Fabricator's onsite representative is to complete a walk through with the Owner's Representative immediately following installation to identify any errors, such as construction or installation issues. Such errors are to be corrected in a timely manner, and to the satisfaction of the Owner's Representative.
- B. Fully replace all signs that are in error relative to the working documents (final sign message schedule and design drawings).
- C. Correct any installation misalignments at no charge.
- D. If the Fabricator agrees to a timeline for the Designer's punch list trip, and then does not complete their scope of work in time for the site visit, requiring the trip to be delayed, the Fabricator will be responsible for associated charges in rescheduling.

END OF SECTION

Color Palette

					
① Navy	② Green	③ Orange	④ Black	⑤ White	⑥ Off White
Pantone®: PMS 2945C	PMS 377C	PMS 166C	Neutral Black U	---	---
Matthews Paint: ---	---	---	---	---	MP00015 Polar White
Vinyl: ---	---	---	---	---	---
Powdercoating: ---	---	---	---	---	RAL 9003 Signal White

		
⑦ Light Blue	⑧ Corrugated Metal	⑨ Stone Veneer
Pantone®: PMS 2905C	---	n/a
Matthews Paint: ---	MP00015 Polar White	n/a
Vinyl: ---	---	n/a
Powdercoating: ---	RAL 9003 Signal White	Culture Stone - Melrose or approved alternate

Fabricator is responsible for matching all colors and materials as specified and are required to provide the Owner color and material samples for approval.

CAUTION!
CONSISTENT AND ACCURATE COLOR REPRODUCTION IN THIS DOCUMENT CANNOT BE ASSURED DUE TO THE LIMITATIONS OF COLOR COPYING TECHNOLOGY.

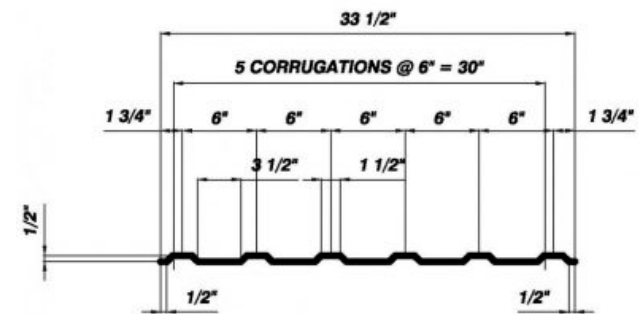
The Coated Pantone Matching System® and Matthews Acrylic Polyurethane are used for specifying signage color matches. (In the absence of actual sign material color chip reference sets, actual specified product color swatches should be referenced for color matching.)

Shown here are approximations of the primary signage background colors and supporting accent colors. Actual color finishes on signage must be satin or low luster (not shiny or glossy) and exclusively a premium acrylic polyurethane.

Signage paints produced by Matthews Paint Company are to be the standard reference.

Vinyl Films from 3M are to be the standard.

Color application varies per sign type. Refer to specific design intent drawings for application details.












Sample Corrugated Metal Panel (or approved alternate)

Corrugated Metals Inc.
www.corrugated-metals.com
Style: Harvest Panel

GRAPHICS STANDARDS

SCALE: 3/8"=1'

COLOR CODE

-  ① Navy
-  ② Green
-  ③ Orange
-  ④ Black
-  ⑤ White
-  ⑥ Off White
-  ⑦ Light Blue
-  ⑧ Corrugated Metal
-  ⑨ Stone

NOTES

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DATE	DESCRIPTION
06.02.21	Submission
07.12.21	Revision
04.01.22	Revision
04.27.22	Revision

Typography

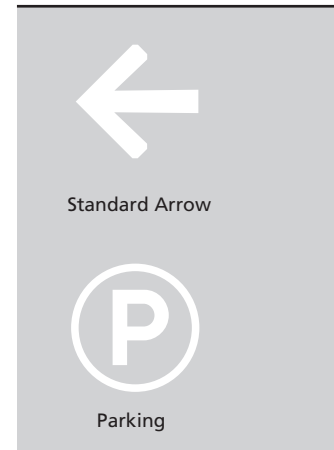
Nexa Bold - Regular

Aa Bb Cc Dd Ee Ff Gg Hh Ii Jj Kk Ll Mm Nn Oo Pp Qq Rr Ss Tt Uu Vv Ww Xx Yy Zz 1234567890

Cambria Bold Italic

Aa Bb Cc Dd Ee Ff Gg Hh Ii Jj Kk Ll Mm Nn Oo Pp Qq Rr Ss Tt Uu Vv Ww Xx Yy Zz 1234567890

Symbols



Artwork



CORBIN
DESIGN

415 S Union, Second Floor
Traverse City, MI 49684
(231) 947-1236

SIGN TYPE ARRAY

NOT TO SCALE

COLOR CODE

- ① Navy
- ② Green
- ③ Orange
- ④ Black
- ⑤ White
- ⑥ Off White
- ⑦ Light Blue
- ⑧ Corrugated Metal
- ⑨ Stone

NOTES

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04.27.22	Revision



CORBIN
DESIGN

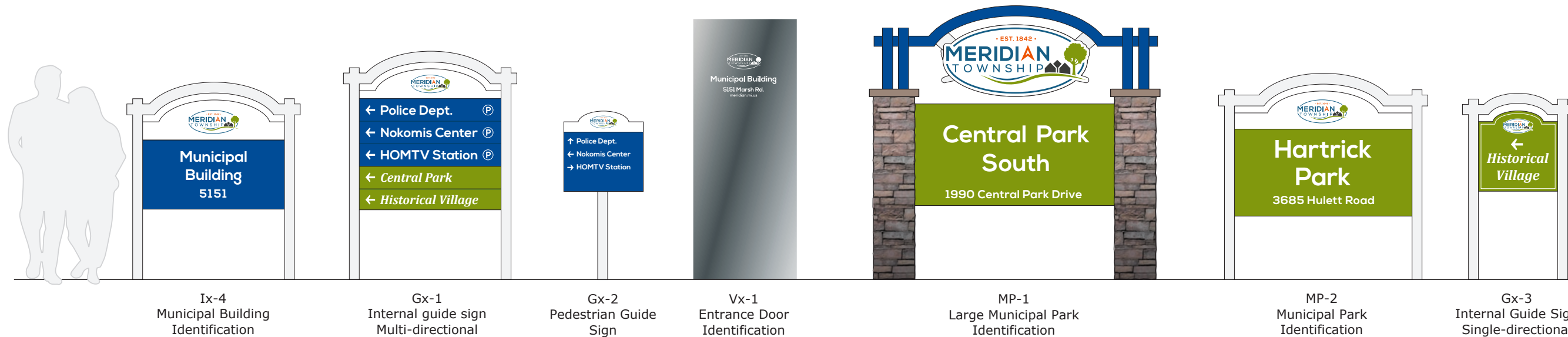
415 S Union, Second Floor
Traverse City, MI 49684
(231) 947-1236



Ix-2a
Municipal Campus Identification
with message board

Ix-2b
Municipal Campus
Identification

Ix-1
City Welcome Sign



Ix-4
Municipal Building
Identification

Gx-1
Internal guide sign
Multi-directional

Gx-2
Pedestrian Guide
Sign

Vx-1
Entrance Door
Identification

MP-1
Large Municipal Park
Identification

MP-2
Municipal Park
Identification

Gx-3
Internal Guide Sign
Single-directional

**CONSTRUCTION
DETAIL**

SCALE: 3/8"=1'

COLOR CODE

- ① Navy
- ② Green
- ③ Orange
- ④ Black
- ⑤ White
- ⑥ Off White
- ⑦ Light Blue
- ⑧ Corrugated Metal
- ⑨ Stone

NOTES

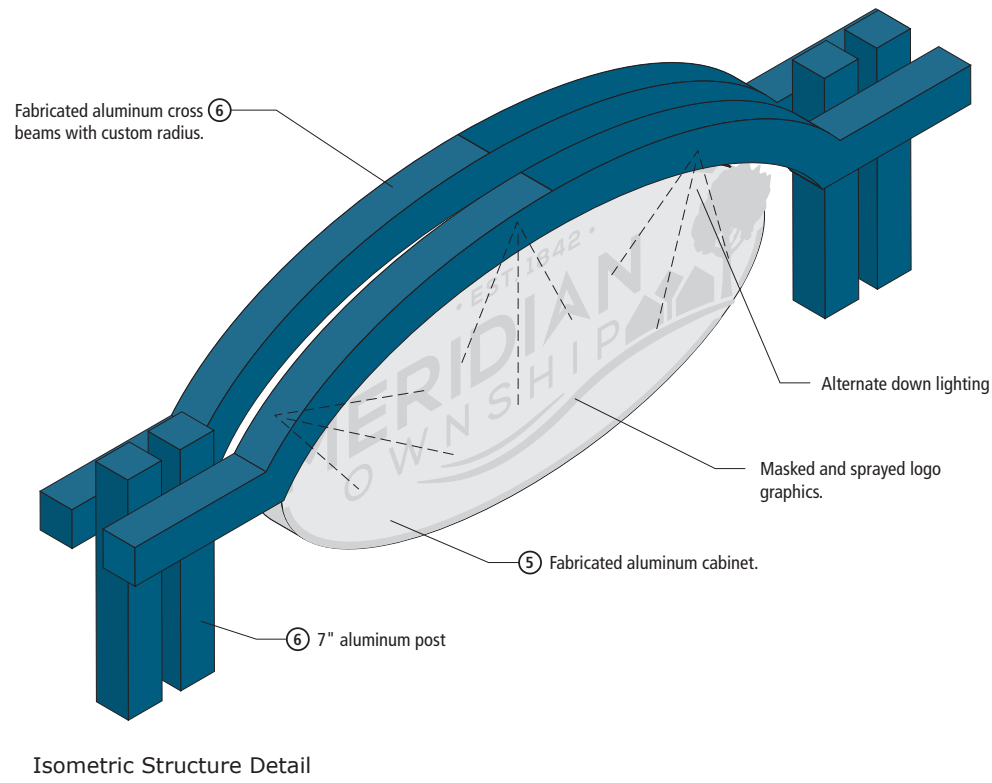
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06.02.21	Submission
07.12.21	Revision
04.01.22	Revision
04.27.22	Revision



**CORBIN
DESIGN**

415 S Union, Second Floor
Traverse City, MI 49684
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FABRICATOR TO PROVIDE ENGINEERED SHOP DRAWINGS FOR ENGINEER/OWNER REVIEW AND ACCEPTANCE.

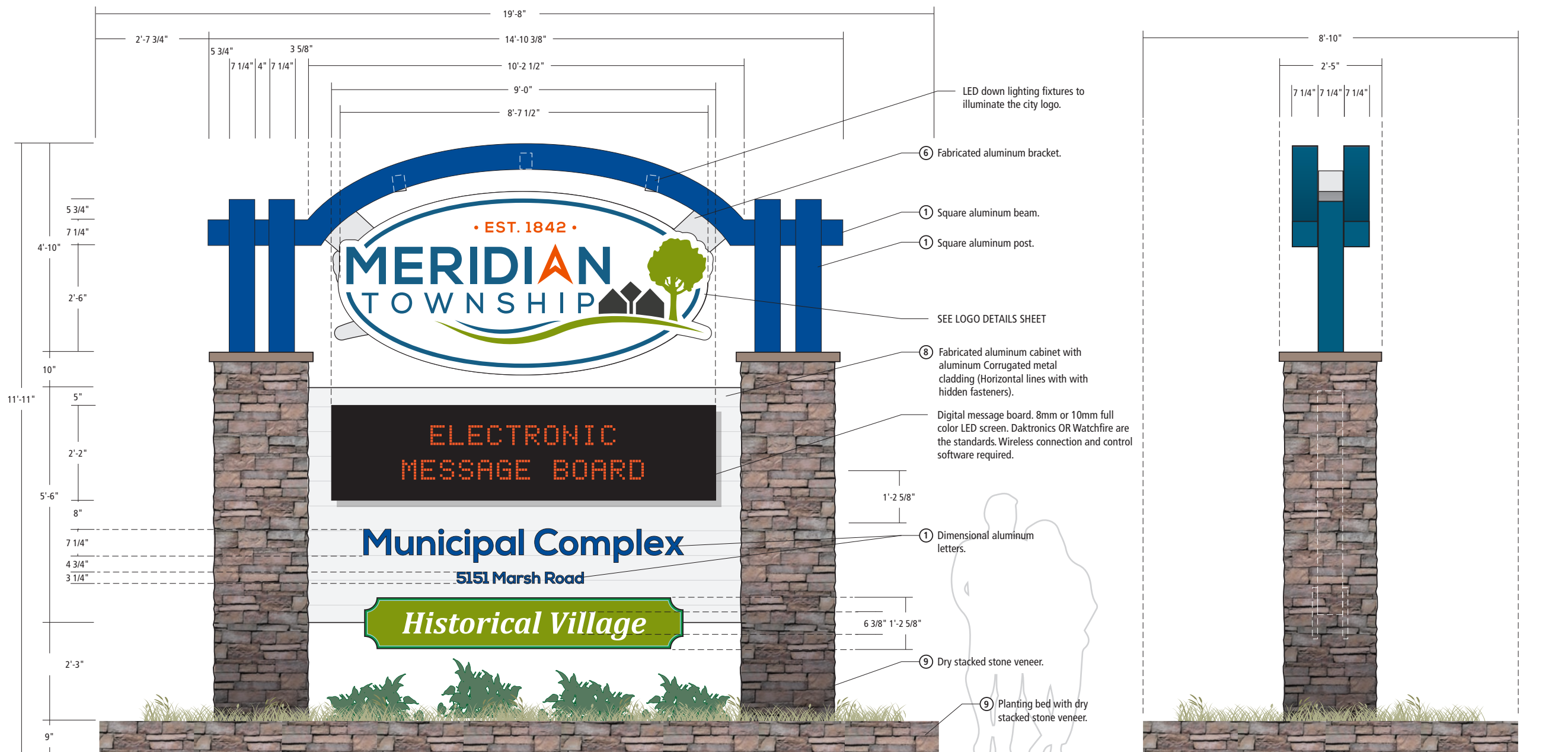
DOUBLE-SIDED SIGN FACE



Alternate Base Detail



Alternate Layout



Front View

Side View

IX-2A MUNICIPAL CAMPUS IDENTIFICATION WITH MESSAGE BOARD

SCALE: 3/8"-1'

COLOR CODE

- ① Navy
- ② Green
- ③ Orange
- ④ Black
- ⑤ White
- ⑥ Off White
- ⑦ Light Blue
- ⑧ Corrugated Metal
- ⑨ Stone

NOTES

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DATE	DESCRIPTION
06.02.21	Submission
07.12.21	Revision
04.01.22	Revision
04.27.22	Revision



CORBIN DESIGN

415 S Union, Second Floor
 Traverse City, MI 49684
 (231) 947-1236

**IX-2B
MUNICIPAL CAMPUS
IDENTIFICATION**

SCALE: 3/8"-1'

COLOR CODE

- ① Navy
- ② Green
- ③ Orange
- ④ Black
- ⑤ White
- ⑥ Off White
- ⑦ Light Blue
- ⑧ Corrugated Metal
- ⑨ Stone

NOTES

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DATE	DESCRIPTION
06.02.21	Submission
07.12.21	Revision
04.01.22	Revision
04.27.22	Revision



**CORBIN
DESIGN**

415 S Union, Second Floor
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DOUBLE-SIDED SIGN FACE



**IX-1
CITY WELCOME SIGN**

SCALE: 3/8"-1'

COLOR CODE

- ① Navy
- ② Green
- ③ Orange
- ④ Black
- ⑤ White
- ⑥ Off White
- ⑦ Light Blue
- ⑧ Corrugated Metal
- ⑨ Stone

NOTES

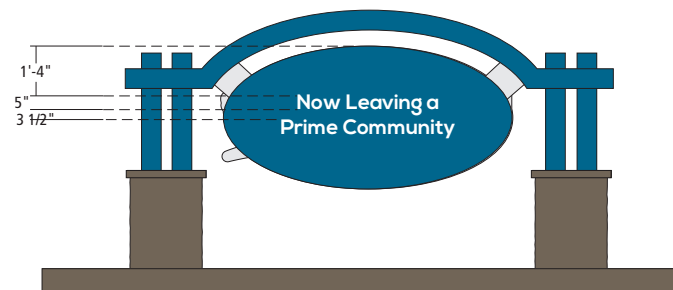
This drawing is design-intent only. Fabricator is responsible for fabrication and overall level of quality. Any changes in design, materials, fabrication method or other details must be approved by Corbin Design or the Owner.

DATE	DESCRIPTION
06.02.21	Submission
07.12.21	Revision
09.13.21	Revision



**CORBIN
DESIGN**

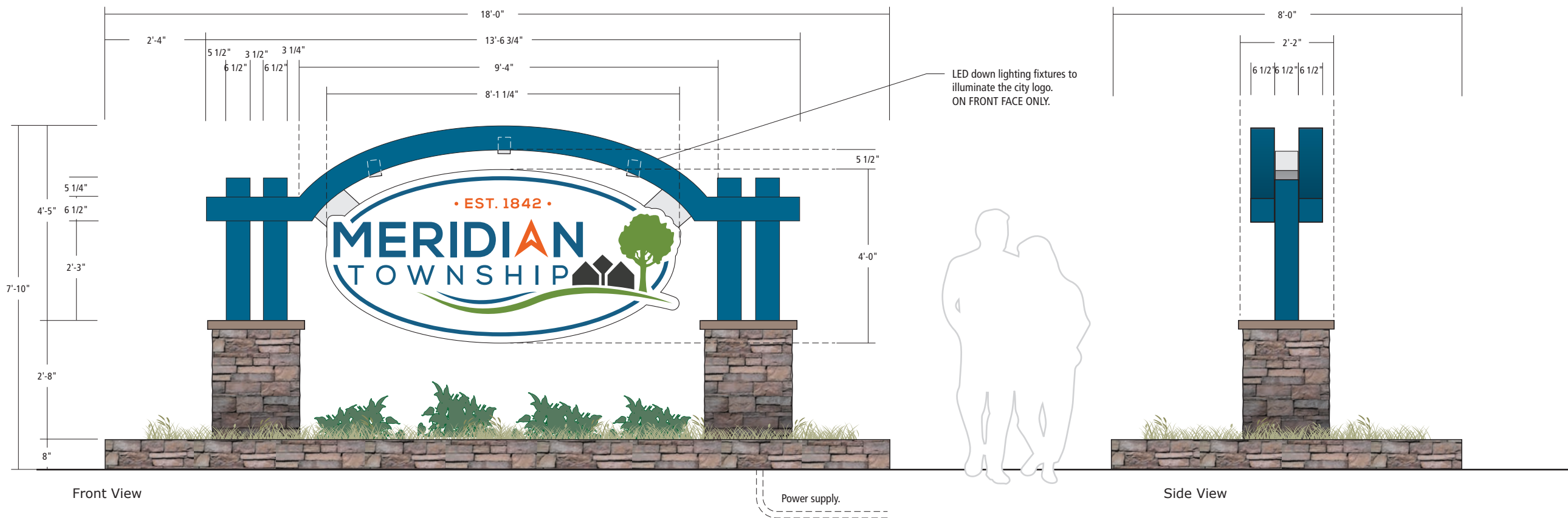
415 S Union, Second Floor
Traverse City, MI 49684
(231) 947-1236



Back View (not to scale)

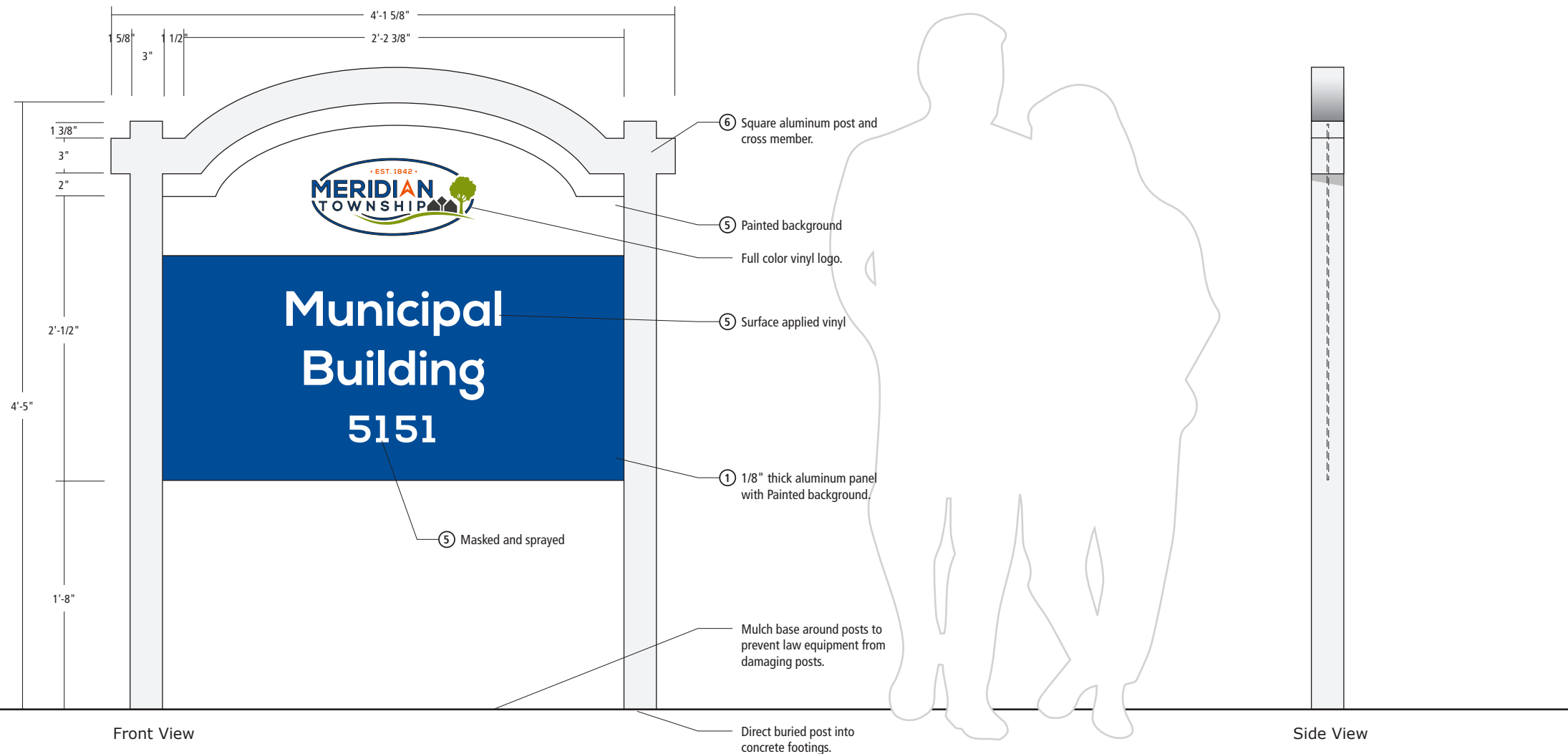
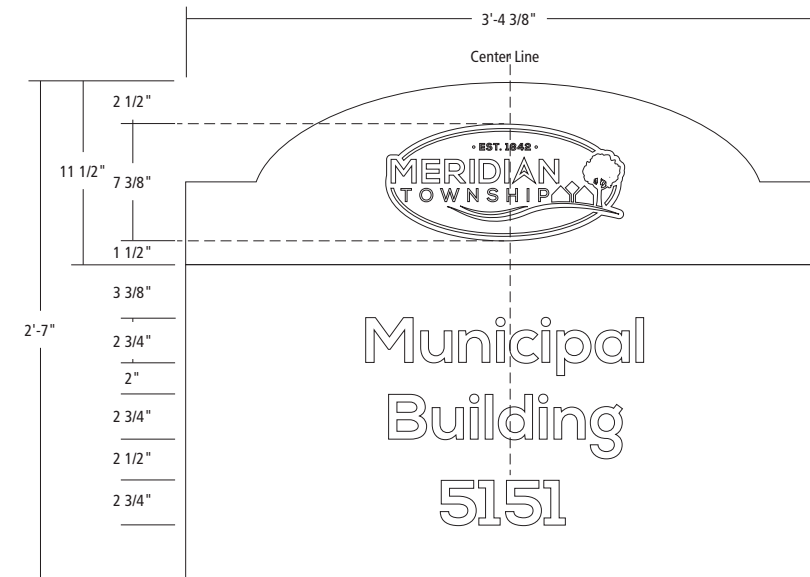
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DOUBLE-SIDED SIGN FACE



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AND ACCEPTANCE.










DOUBLE-SIDED SIGN FACE



**IX-4
MUNICIPAL BUILDING
IDENTIFICATION**

SCALE: 1" = 1'

COLOR CODE

-  ① Navy
-  ② Green
-  ③ Orange
-  ④ Black
-  ⑤ White
-  ⑥ Off White
-  ⑦ Light Blue
-  ⑧ Corrugated Metal
-  ⑨ Stone

NOTES

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DATE	DESCRIPTION
06.02.21	Submission
07.12.21	Revision
04.01.22	Revision
04.27.22	Revision












**CORBIN
DESIGN**

415 S Union, Second Floor
Traverse City, MI 49684
(231) 947-1236

**GX-1
INTERNAL GUIDE SIGN
MULTI-DIRECTIONAL**

SCALE: 1" = 1'

COLOR CODE

-  ① Navy
-  ② Green
-  ③ Orange
-  ④ Black
-  ⑤ White
-  ⑥ Off White
-  ⑦ Light Blue
-  ⑧ Corrugated Metal
-  ⑨ Stone

NOTES

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06.02.21	Submission
07.12.21	Revision
04.01.22	Revision
04.27.22	Revision

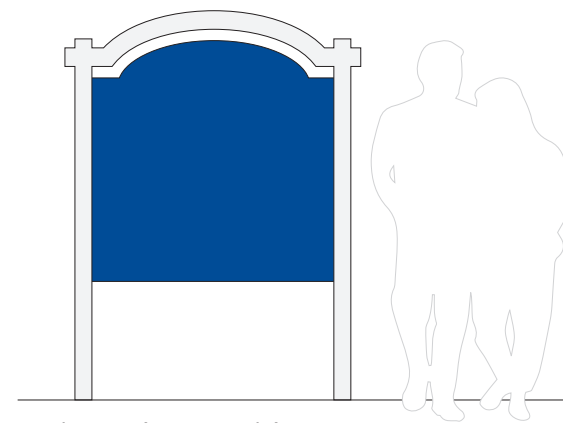


**CORBIN
DESIGN**

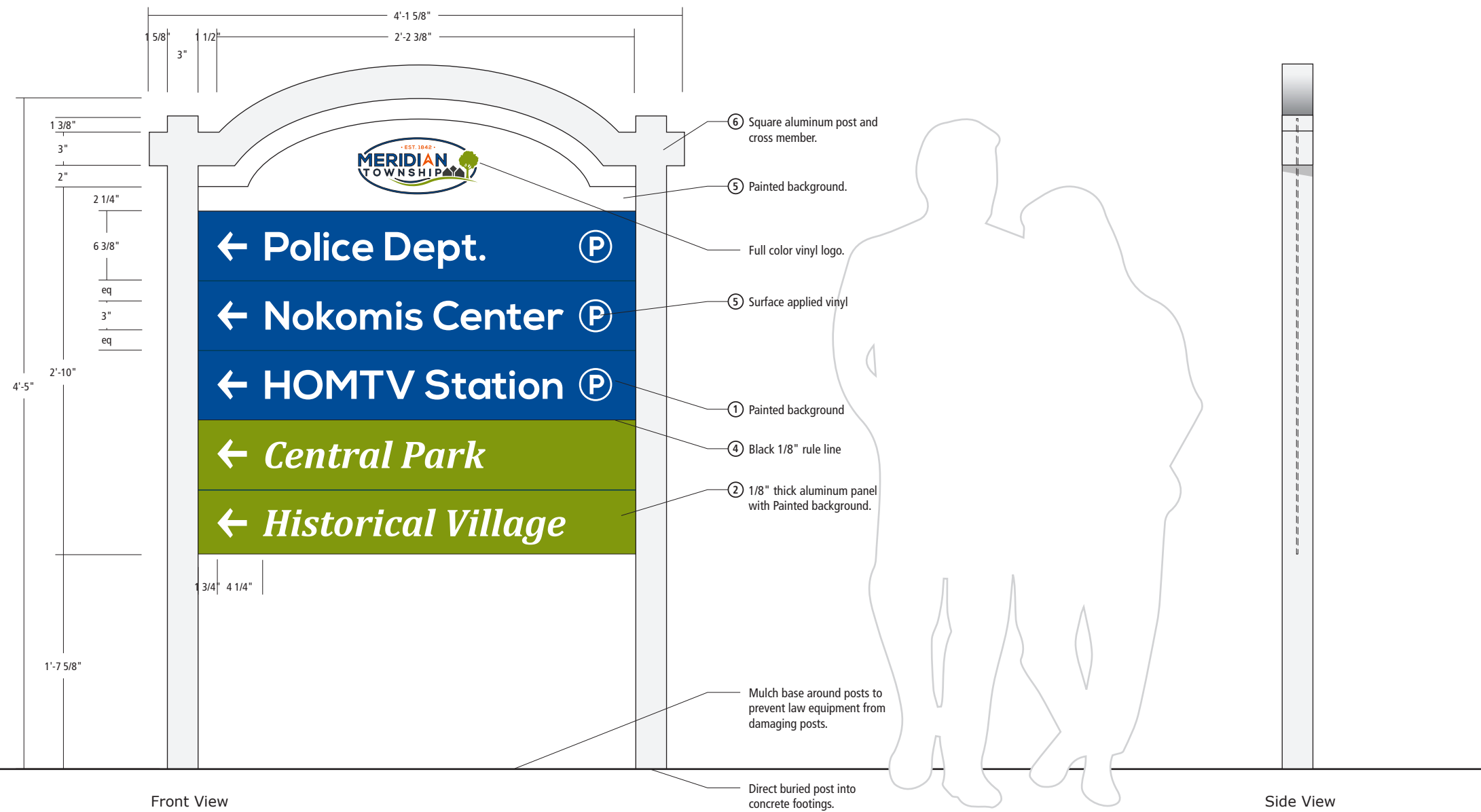
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SINGLE-SIDED SIGN FACE



Back View (not to scale)



Front View

Side View

**GX-2
PEDESTRIAN GUIDE
SIGN**

SCALE: 1" = 1'

COLOR CODE

- ① Navy
- ② Green
- ③ Orange
- ④ Black
- ⑤ White
- ⑥ Off White
- ⑦ Light Blue
- ⑧ Corrugated Metal
- ⑨ Stone

NOTES

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04.01.22	Revision
04.27.22	Revision

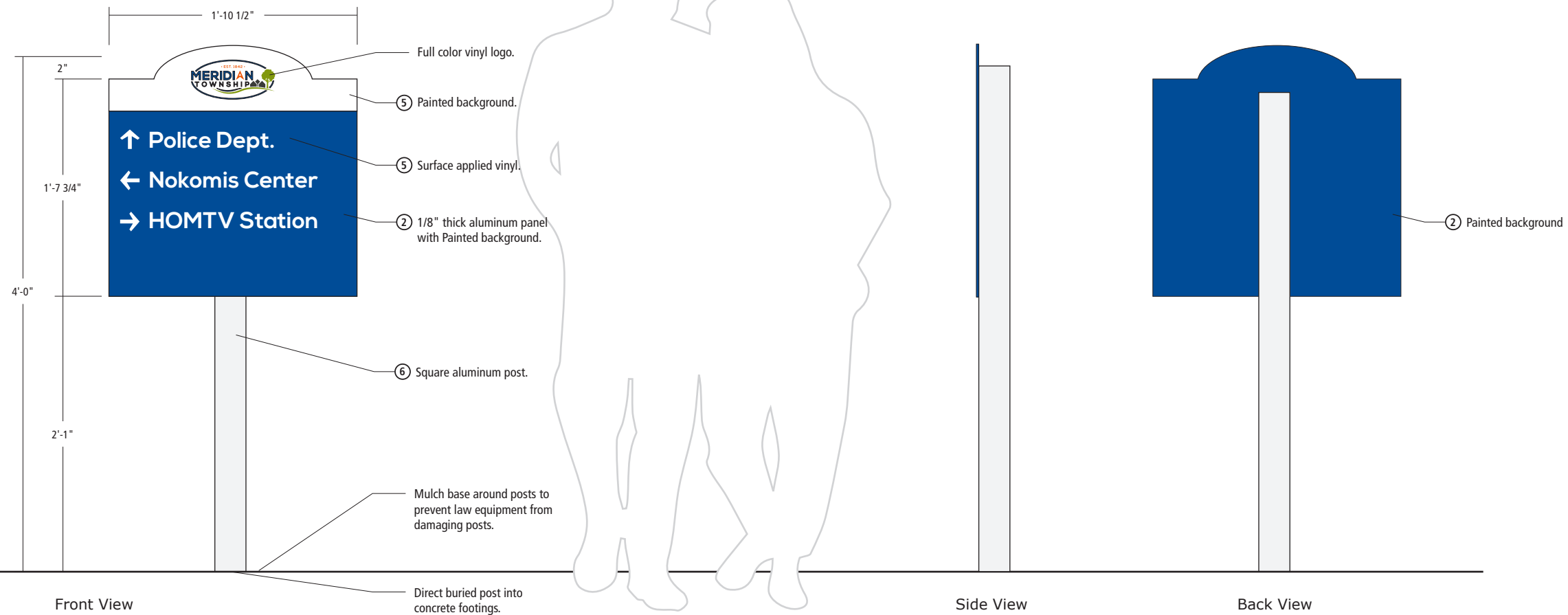
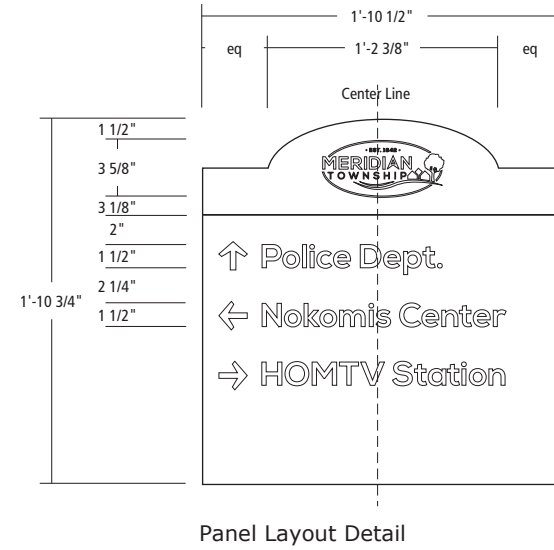


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DESIGN**

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


SINGLE-SIDED SIGN FACE



**VX-1
ENTRANCE DOOR
IDENTIFICATION**

SCALE: 1" = 1'

COLOR CODE

-  ① Navy
-  ② Green
-  ③ Orange
-  ④ Black
-  ⑤ White
-  ⑥ Off White
-  ⑦ Light Blue
-  ⑧ Corrugated Metal
-  ⑨ Stone

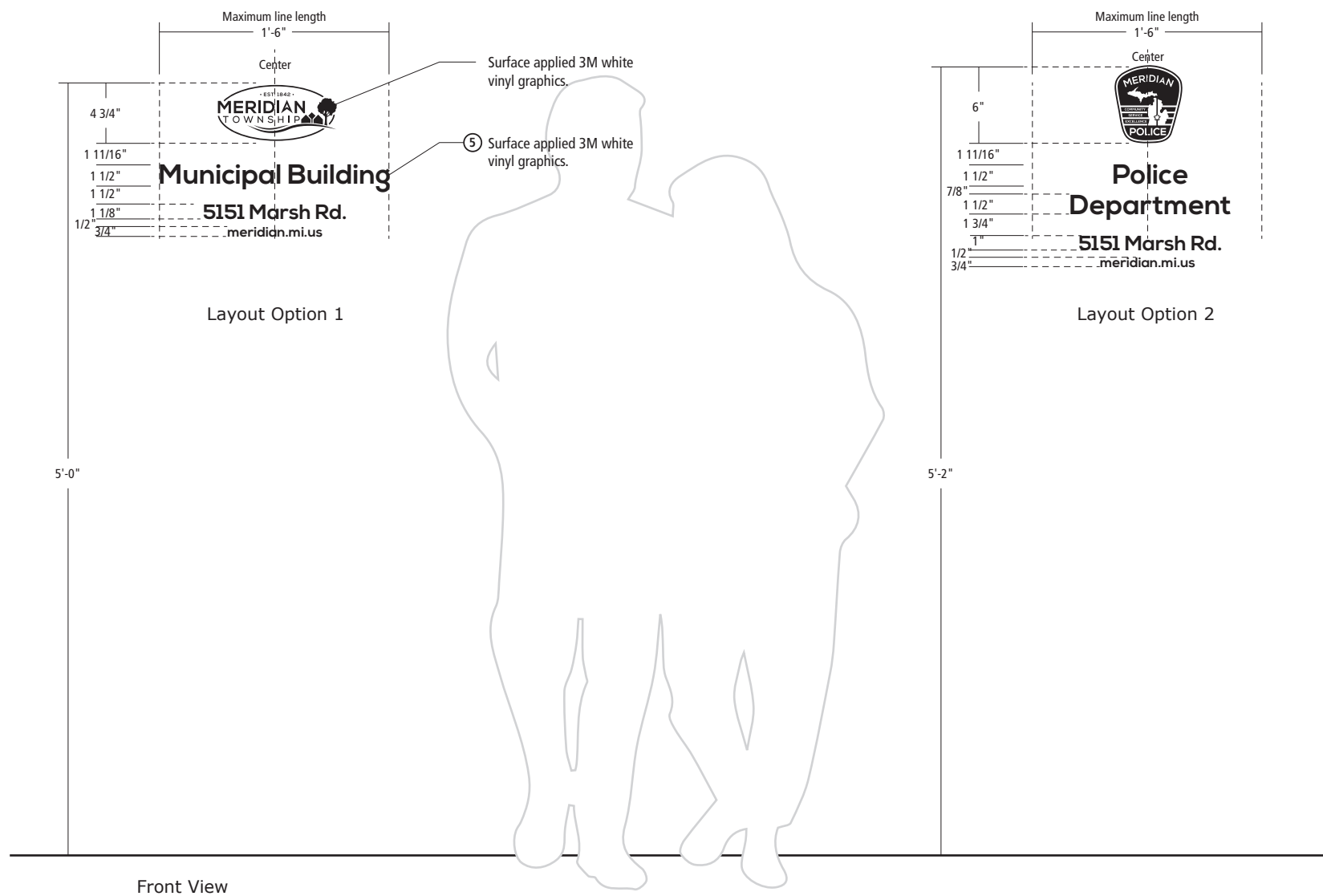
NOTES

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06.02.21	Submission
07.12.21	Revision
04.01.22	Revision
04.27.22	Revision



415 S Union, Second Floor
Traverse City, MI 49684
(231) 947-1236



Front View

**MP-1
LARGE MUNICIPAL
PARK IDENTIFICATION**

SCALE: 3/8"-1'

COLOR CODE

- ① Navy
- ② Green
- ③ Orange
- ④ Black
- ⑤ White
- ⑥ Off White
- ⑦ Light Blue
- ⑧ Corrugated Metal
- ⑨ Stone

NOTES

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07.12.21	Revision
04.01.22	Revision
04.27.22	Revision



**CORBIN
DESIGN**

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Traverse City, MI 49684
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AND ACCEPTANCE.

DOUBLE-SIDED SIGN FACE

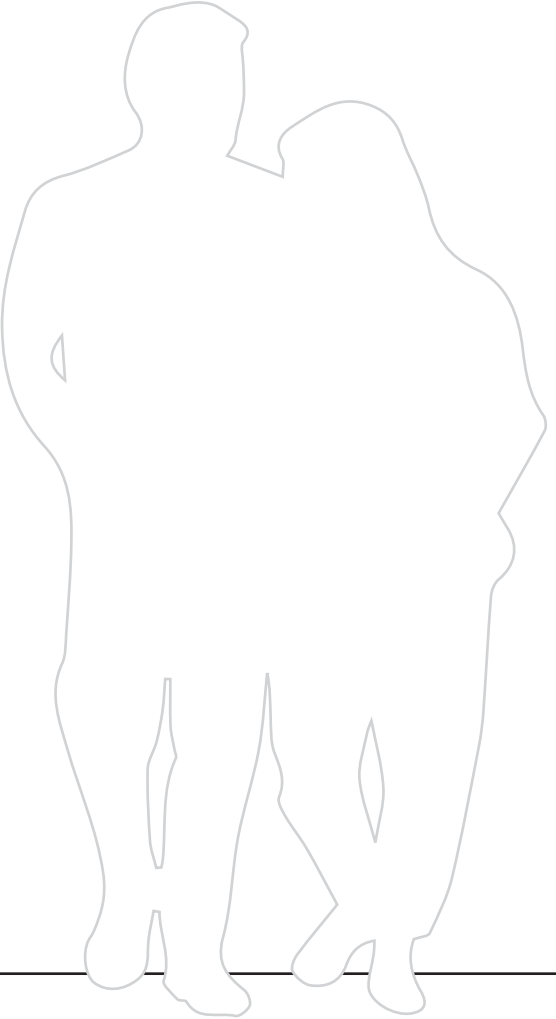


Front View

Side View

FABRICATOR TO PROVIDE
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FOR ENGINEER/OWNER REVIEW
AND ACCEPTANCE.

DOUBLE-SIDED SIGN FACE



Front View










Side View

Direct buried post into
concrete footings.

**MP-2
MUNICIPAL PARK
IDENTIFICATION**

SCALE: 1" = 1'

COLOR CODE

-  ① Navy
-  ② Green
-  ③ Orange
-  ④ Black
-  ⑤ White
-  ⑥ Off White
-  ⑦ Light Blue
-  ⑧ Corrugated Metal
-  ⑨ Stone

NOTES

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04.01.22	Revision
04.27.22	Revision



415 S Union, Second Floor
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**GX-3
INTERNAL GUIDE SIGN
SINGLE-DIRECTIONAL**

SCALE: 1" = 1'

COLOR CODE

- ① Navy
- ② Green
- ③ Orange
- ④ Black
- ⑤ White
- ⑥ Off White
- ⑦ Light Blue
- ⑧ Corrugated Metal
- ⑨ Stone

NOTES

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DATE	DESCRIPTION
06.02.21	Submission
07.12.21	Revision
04.01.22	Revision
04.27.22	Revision

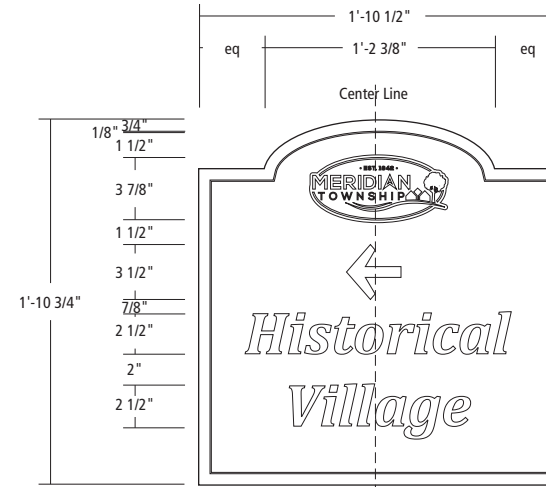


**CORBIN
DESIGN**

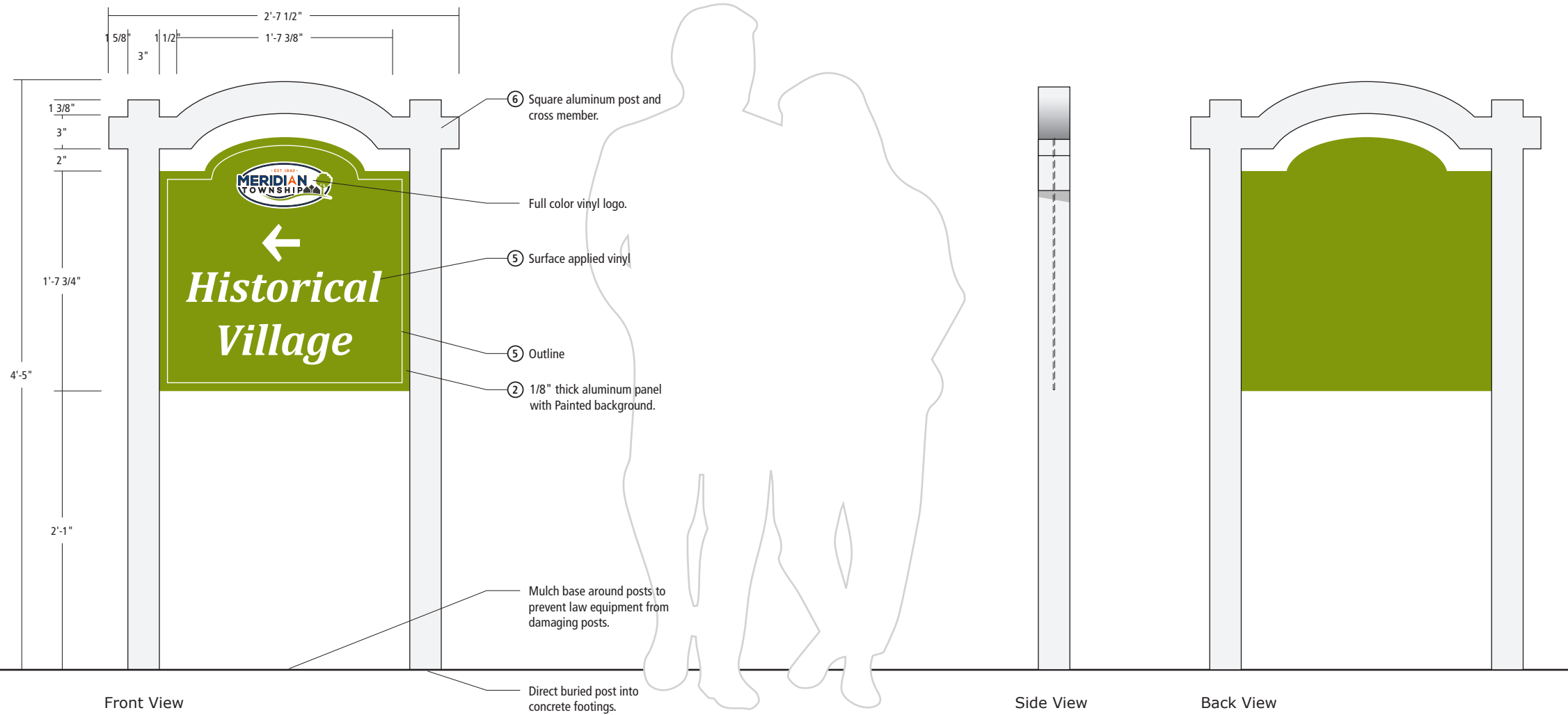
415 S Union, Second Floor
Traverse City, MI 49684
(231) 947-1236

FABRICATOR TO PROVIDE
ENGINEERED SHOP DRAWINGS
FOR ENGINEER/OWNER REVIEW
AND ACCEPTANCE.

SINGLE-SIDED SIGN FACE



Panel Layout Detail



Front View

Side View

Back View



Sign Message Schedule

Project Name: Exterior Sign Message Schedule

Client: Meridian Township

Date Issued: 4/27/2022

General Notes:

FINAL SUBMISSION FOR BID

001

Ix-2b Municipal Campus Identification

SIGN MESSAGE

Municipal Complex
5151 Marsh Road
Central Park [green panel]

NOTES

Existing sign is internally illuminated. However the power coming into the sign is not located within the foundation.

Demo existing sign.

Direction:
Northwest and Southeast

Is Demolition Required?:
Yes, see notes.

Power Requirements :
Reuse existing, see notes.

Installation Conditions:
Soil



002

Gx-1 Guide, Internal, Multi-Directional

SIGN MESSAGE

- ↑ Police Dept.
- ↑ Nokomis Center
- ← Municipal Building [P]
- ← HOMTV Station [P]
- ↑ Historical Village [green panel]
- ← Central Park [green panel]

Direction:
West

Is Demolition Required?:
No

Power Requirements :
Non-illuminated

Installation Conditions:
Soil



NOTES

Align with light post on other side of sidewalk.

003

Gx-1 Guide, Internal, Multi-Directional

SIGN MESSAGE

- ← Police Dept.
- ← Nokomis Center
- ← Historical Village [green panel]

Direction:
Northwest

Is Demolition Required?:
No

Power Requirements :
Non-illuminated

Installation Conditions:
Soil

NOTES

"Historical Village" italicized and in green inset panel



004

Ix-4 Municipal Building Identification

SIGN MESSAGE

[Township logo]
Municipal Building
5151 Marsh Road
meridian.mi.us

Direction:
Northwest

Is Demolition Required?:
Yes, see notes.

Power Requirements :
Illuminated (power required)

Installation Conditions:
Soil



NOTES

Demo existing sign and restore landscaping.
Install new sign in front of current sign (1-2').



005

Vx-1 Vinyl on Glass

SIGN MESSAGE

[Township logo]
Municipal Building
5151 Marsh Road
meridian.mi.us

Direction:
Northeast

Is Demolition Required?:
No

Power Requirements :
Non-illuminated

Installation Conditions:
Glass



NOTES

- Owner to provide additional details including hours of operation and regulations.



006

Vx-1 Vinyl on Glass

SIGN MESSAGE

(Police Dept logo)
Police Department
5151 Marsh Road
meridian.mi.us

Direction:
Southwest

Is Demolition Required?:
No

Power Requirements :
Non-illuminated

Installation Conditions:
N/A



007

Ix-4 Municipal Building Identification

SIGN MESSAGE

[Logo]
 Police Department
 5151 Marsh Road
 meridian.mi.us

Direction:
 Northwest

Is Demolition Required?:
 Yes, see notes.

Power Requirements :
 Non-illuminated

Installation Conditions:
 Soil



NOTES

- Owner to confirm address.

Demo existing letters on building and repair wall. Install new sign in grass. Evaluate ground lighting or internal illumination (depending on budget). Existing sign is internally illuminated (ground-lit), location of light fixture will need to moved if a ground sign is installed.

008

Gx-1 Guide, Internal, Multi-Directional

SIGN MESSAGE

- ➔ Police Dept. [P]
- ➔ Municipal Building [P]
- ➔ HOMTV Station [P]
- ➔ Central Park [green panel]

Direction:
 Northeast

Is Demolition Required?:
 No

Power Requirements :
 Non-illuminated

Installation Conditions:
 Soil



NOTES

"Central Park" italicized and in green inset panel



009

Vx-1 Vinyl on Glass

SIGN MESSAGE

(Township logo)
 Municipal Building
 5151 Marsh Road
 meridian.mi.us

Direction:
 Southwest

Is Demolition Required?:
 No

Power Requirements :
 Non-illuminated

Installation Conditions:
 Glass



010

Gx-1 Guide, Internal, Multi-Directional

SIGN MESSAGE

- ↑ Exit to Marsh Road
- ← Nokomis Center
- ← Historical Village [green panel]

Direction:
 Southwest

Is Demolition Required?:
 No

Power Requirements :
 Non-illuminated

Installation Conditions:
 Soil



NOTES

Install approximately 1-2' from sidewalk.

"Historical Village" italicized and in green inset panel

011

Gx-1 Guide, Internal, Multi-Directional

SIGN MESSAGE

- ↑ Municipal Building
- ↑ Police Dept.
- Nokomis Center
- ↑ Central Park [green panel]
- Historical Village [green panel]

Direction:
Southeast

Is Demolition Required?:
No

Power Requirements :
Non-illuminated

Installation Conditions:
Soil



NOTES

Install new sign aligned with the existing light pole.

012

Move Relocate sign

NOTES

Move sign to new location at Parking lot entrance to Village Chapel (last photo). Restore ground of previous location

Direction:
Northeast and Southwest

Is Demolition Required?:
No

Installation Conditions:
Soil



014 Ix-2a Municipal Campus ID, Message Board

SIGN MESSAGE

[Logo]
[electronic message board]
Municipal Complex
5151 Marsh Road
Historical Village [green panel]

Direction:
Northeast and Southwest

Is Demolition Required?:
Yes, see notes.

Power Requirements :
Reuse existing, see notes.

Installation Conditions:
Soil



NOTES

Existing sign is internally illuminated. However, the power coming into the sign is not located within the foundation.

Demo existing sign



018

MP-2 Municipal Park Identification

SIGN MESSAGE

Central Park

Direction:
Southeast

Is Demolition Required?:
No

Power Requirements :
Non-illuminated

Installation Conditions:
Soil



020

Ix-1 Township Welcome Sign

SIGN MESSAGE

[see design intent]

NOTES

Replace existing sign with new.

Location address: 2771 Ground River Ave.
East Lansing, MI 48823

E Grand River Road and IHOP restaurant

Direction:
Northwest

Is Demolition Required?:
Yes, see notes.

Power Requirements :
Illuminated (power required)

Installation Conditions:
Soil



022

Ix-1 Township Welcome Sign

SIGN MESSAGE

[see design intent]

NOTES

Replace existing sign with new.

Parcel #: 33-02-02-03-180-010

Parcel north of 6311 Marsh Rd., Haslett

Direction:
North

Is Demolition Required?:
Yes, see notes.

Power Requirements :
Illuminated (power required)

Installation Conditions:
Soil



023

Ix-1 Township Welcome Sign

SIGN MESSAGE

[see design intent]

NOTES

Parcel #: 33-02-02-33-453-011

Okemos Road and Association Drive

Direction:
South

Is Demolition Required?:
No

Power Requirements :
Illuminated (power required)

Installation Conditions:
Soil



024

Ix-1 Township Welcome Sign

SIGN MESSAGE

[see design intent]

NOTES

Grand River Ave and Meridian Road

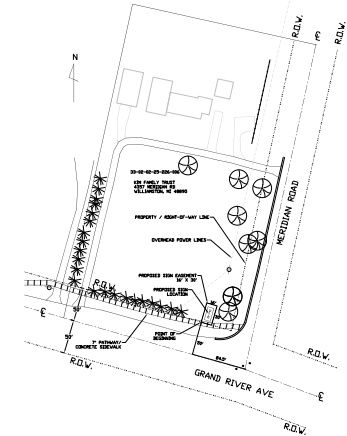
See site plan

Direction:
East

Is Demolition Required?:
No

Power Requirements :
Illuminated (power required)

Installation Conditions:
Soil



025

Ix-2a Municipal Campus ID, Message Board

SIGN MESSAGE

[logo]
[electronic message board]
Marketplace on the Green
1995 Central Park Drive

Direction:
Northeast and Southwest

Is Demolition Required?:
Yes, see notes.

Power Requirements :
Illuminated (power required)

Installation Conditions:
Soil



NOTES

Replace existing sign with new.

1995 Central Park Dr.
Okemos Road



026

MP-1 Large Municipal Park Identification

SIGN MESSAGE

[Logo]
Central Park South
1990 Central Park Drive

NOTES

Replace existing sign with new.

1990 Central Park Drive

Direction:
Northwest and Southeast

Is Demolition Required?:
Yes, see notes.

Power Requirements :
Illuminated (power required)

Installation Conditions:
Soil



027

MP-2 Municipal Park Identification

SIGN MESSAGE

Newton Road Park

NOTES

6025 Newton Rd.
East Lansing, MI 48823

Direction:
East and West

Is Demolition Required?:
No

Power Requirements :
Non-illuminated

Installation Conditions:
Soil



028

MP-1 Large Municipal Park Identification

SIGN MESSAGE

Towner Road Park

NOTES

Replace existing sign with new.

2055 Towner Rd.
Haslett, MI 48840

Direction:
East and West

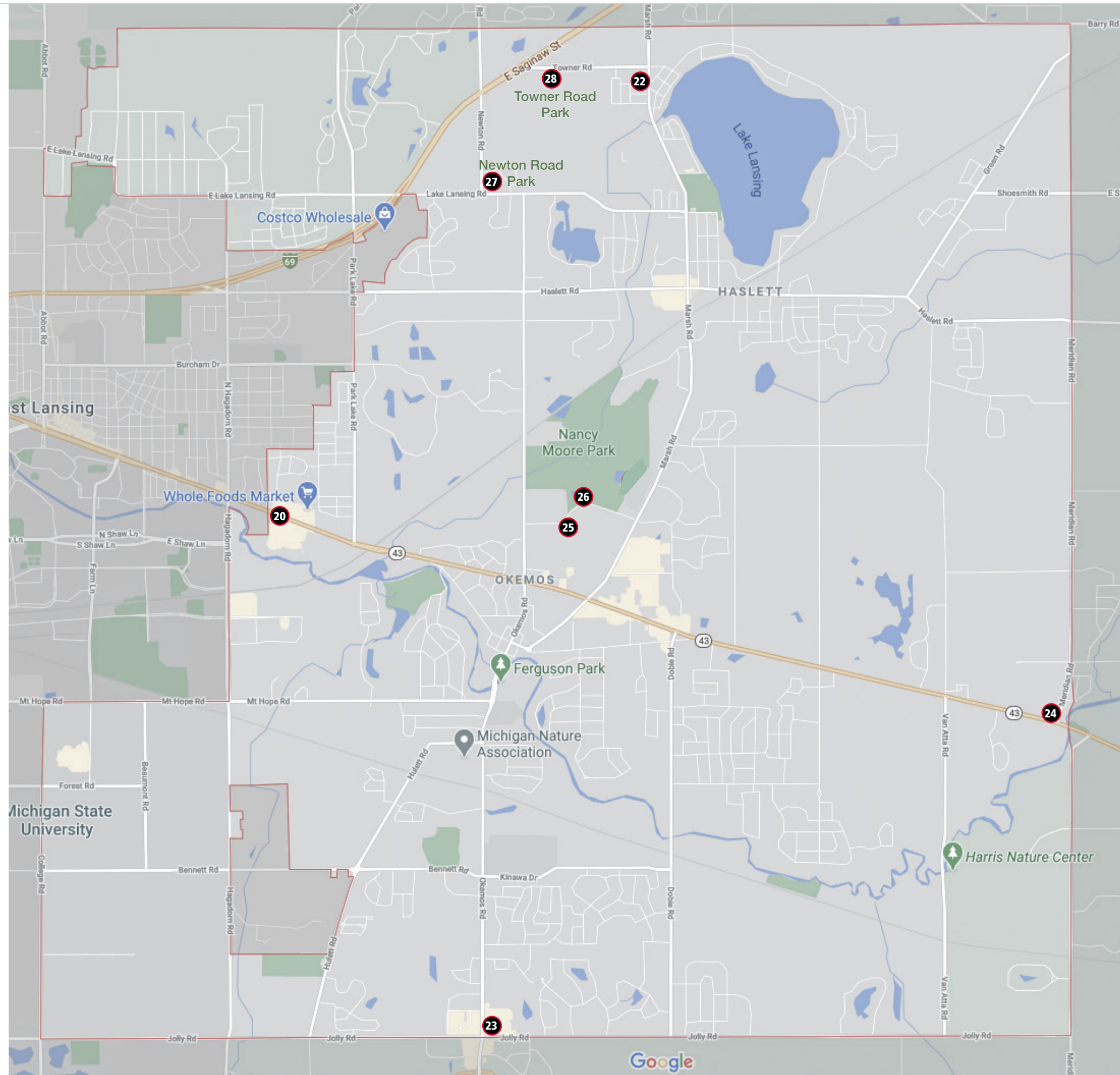
Is Demolition Required?:
Yes, see notes.

Power Requirements :
Non-illuminated

Installation Conditions:
Soil



Meridian Township Sign Location Plan



DATE	DESCRIPTION
------	-------------

04/28/21	Sign Location Plan
04/18/22	Revision
04/27/22	Revision



415 S Union, 2nd Floor
Traverse City, MI 49684
(231) 947-1236



Municipal Campus Sign Location Plan

5151 Marsh Road
Okemos, Michigan



DATE	DESCRIPTION
04/28/21	Sign Location Plan
07/29/21	Revision
04/19/22	Revision
04/27/22	Revision



415 S Union, 2nd Floor
Traverse City, MI 49684
(231) 947-1236





To: Meridian Township Board Members

From: Neighborhoods & Economic Development Director Amber Clark

Date: May 17, 2022

**RE: Establish a Commercial Rehabilitation Act District at 1655 & 1621
Haslett Road**

Summary

1655, 1621 Haslett Road and the two homes on Raby Road are under consideration for redevelopment. SP Holding Company comprised of developers out of Holland, MI have proposed a horizontal mixed use planned unit redevelopment of the remaining 19.5 acres of property formally known as “Haslett Village Square”.

Working alongside the developer, Township staff recommend the creation of a Commercial Rehabilitation District and a Brownfield Plan to fully redevelop the proposed project site starting with demolition in 2022. Contamination of the site was previously detected through the approved Brownfield plan associated with 1673 Haslett Road “Pine Village/American Homes Meridian” development project with source contamination confirmed in two locations. The adoption of a Brownfield plan layered with the Commercial Rehabilitation exemption will allow the developer the ability to begin development work and will not require the Township to grant funding through general fund or upfront costs to support the project. Our request is for the board to consider approving the recommendation to create a Commercial Rehabilitation District in support of the redevelopment of Haslett Village Square.

History

1655 & 1621 also known as “Haslett Village Square” comprise the southwest block of the Haslett and Marsh Road intersections. This portion of the designated “Haslett Potential Intensity Change Area (PICA)”, is proposed by SP Holding Company LLC, as a mixed use planned unit redevelopment. Two nonresidential buildings are proposed to sit along Haslett Road with a mix of residential unit sizes and townhomes to the south. About 21,000 sq. ft. of nonresidential space is proposed with a portion of that as a public community hub. An application for the MUPUD is currently under consideration of the Planning Commission. The introduction of the proposed plan was well received with minor comments to adjust some design elements. Planning Commissioners want to be assured the commercial components of the development will come alongside or before the residential components.



Currently, the complex area is 99% vacant with Fringe Hair Design and Little Caesars Pizza as the only two functioning businesses in the complex. After the close of the L & L in 2011, the complex has seen a decline in vacancy each year. For several recent years the taxable value has been reduced due to the lack of use of the complex, and currently sits at a 6 figure taxable value. The annual taxable income received equates to less than \$80,000 annually. The proposed redevelopment will reverse the downward trend in value of the site and provide our community with active public space, public park amenity and retail space.

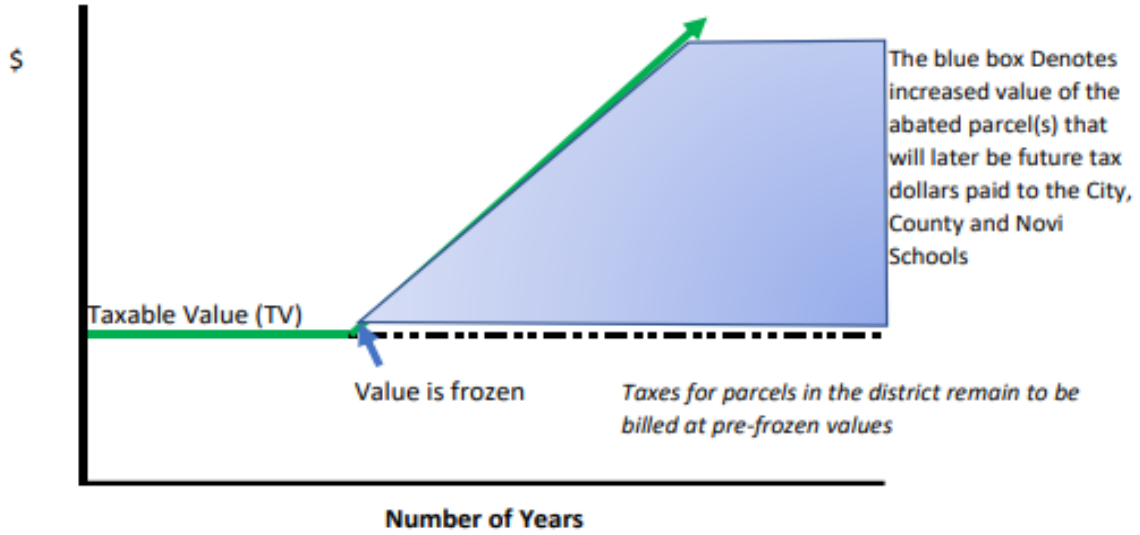
In order to meet the demands of our current market, staff propose the creation of a commercial rehabilitation district as designated in PA 210 of 2005 (CRA). An established commercial rehabilitation district will allow the Township to place a freeze on the current annual tax bill for the value of the buildings for 10 years. This freeze on the value will still require an annual payment of taxes on the property by the developer, however the improvements made to the property would not trigger an increase in value until the end of the 10 year period. Commercial Rehabilitation Exemptions are a tax incentive that can be provided by the local unit of government and County of which the project is located. After establishing a Commercial Rehabilitation district, a developer can submit an application to the Township Clerk requesting a Commercial Rehabilitation Exemption. The exemption by law can only be in effect for 10 years and allows the developer to save money during construction. After the 10 year period, the freeze is removed from the taxes on the property and the full increased amount in property taxes will go to the local units of government. A CRA is a performance based incentive that supports redevelopment if improvements are made to the property. To create a CRA, the Township must first set a public hearing to receive public comment. After the public hearing, the Township Board may adopt a resolution designating the Commercial Rehabilitation District. A certified letter from the Township stating the intent to establish the district must be submitted to Ingham County after the adoption of the resolution. The County will have 28 days to formally reject the district.

Once created, a developer can submit an application for CRA exemption. After a public hearing and adoption of a resolution, the application can be submitted by the Clerk to the State Tax Commission (STC). The STC will authorize the creation of a certificate acknowledging the exemption. Copies will be submitted to the Clerk and Township Assessor for annual review and reporting.

Budgetary Considerations

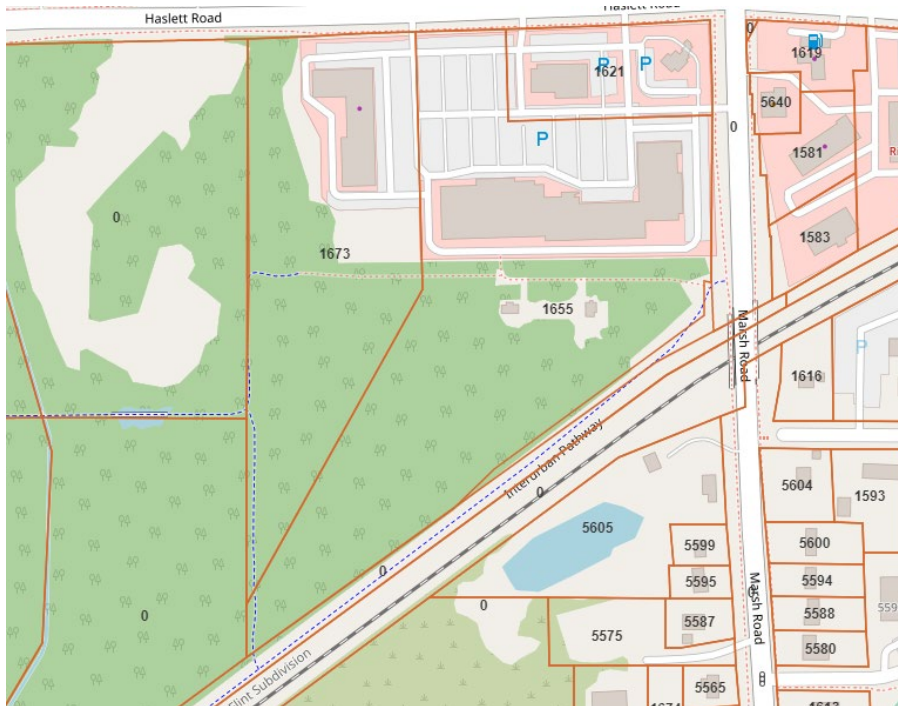
The taxable value of the property currently rests in mid six figure range. The underutilized level of the complex drives up the obsolescence of the site. If the site were to remain in its current state, after 20 years the Township would share about \$1.6M with the 7 tax authorities. If the Board were to approve the 10 year Commercial Rehabilitation Exemption and a Brownfield plan, after 20 years the Township would share about \$13M with the 7 tax jurisdictions. The proposal for support of redevelopment can be seen based on the overall future value of the property. The development incentives chosen by this developer are performance based. Both the Brownfield and Commercial Exemption are related to the work and investment produced by the developer. There are no requests at this time from the developer for upfront costs. The request from the developer to the Township at this time is to work administratively to allow for the exemption to put the

funding into the development.



Example of CRA Exemption from City of Novi

Proposed Commercial Rehabilitation District:
Haslett Village Square Commercial Rehabilitation District No. 1





Township Board Action: Motion to approve the creation of a Commercial Rehabilitation District at 1655 and 1621 Haslett Road and set the public hearing date for June 7, 2022 to receive public comment.

Attachments:

Proposed Development Approval Timeline

Draft Resolution Adopting a Commercial Rehabilitation District

1655 and 1621 Haslett Road Proposed Development Approval Timeline

MUPUD

1. Up for second discussion at Planning Commission May 9th
 - PC could take action or wait to May 23rd Meeting
2. Introduction of plan at Township Board (if approved by PC May 9) May 17th
3. Public Hearing at Township Board June 7th
4. Action at Township Board June 21st
5. Introduction of plan at Township Board (if approved May 23rd) June 7th
6. Public Hearing at Township Board July 12th
7. Action at Township Board July 26th

Brownfield Redevelopment Plan

*Dependent upon when the Brownfield Plan is submitted

1. Introduction of the BRA plan at the Brownfield Board May 19th
2. Action at Brownfield Board June 16th
3. Introduction of plan at Township Board June 21st
4. Public Hearing at Township Board July 12th
5. Action at Township Board July 26th

Establishment of a Commercial Rehabilitation District

1. Introduction of the Commercial Rehabilitation Act PA 210 2005 –Draft resolution
2. Public Hearing at Township Board June 7th (board could move for action this night)
3. Action at Township Board adopting resolution establishing district & submittal of letter to Ingham County June 21st
 - (28 Day waiting period for County review- if no comment received against the district Commercial Rehabilitation district is created) JULY 19 2022 DISTRICT IS CREATED

Application for Commercial Exemption

After the district is established a developer may submit an application for the exemption to the Township Clerk:

1. Introduction of application from developer to apply commercial exemption to buildings in project district at Township Board July 26th

2. Public Hearing at Township Board August 16th
3. Action at Township Board September 6th

DRAFT RESOLUTION TO ESTABLISH A COMMERCIAL REHABILITATION DISTRICT

Minutes of a (regular) meeting of the Meridian Township Board of the Charter Township of Meridian, held on (_____), at (Meridian Township Hall) in (Meridian Township) at (_____).

PRESENT:

ABSENT:

The following resolution was offered by _____, and supported by _____.

WHEREAS; pursuant to PA 210 of 2005, the Township Board of Meridian Charter Township has the authority to establish “Commercial Rehabilitation Districts” within the boundaries of Meridian Charter Township; and written notice has been given by certified mail to Ingham County and all owners of real property located within the District, and to the public by newspaper advertisement and/or public posting of the hearing on the establishment of the proposed District; and

WHEREAS, the Township Board of the Charter Township of Meridian determined that the district meets the requirements set forth in sections 2(b) and 3 of PA 210 of 2005; and

WHEREAS, written notice has been given by certified mail to Ingham County and all owners of real property located within the District, and to the public by newspaper advertisement and/or public posting of the hearing on the establishment of the proposed District as required by section 3(3) of PA 210 of 2005; and

WHEREAS; on _____, a public hearing was held and all residents and taxpayers were afforded an opportunity to be heard thereon; and

WHEREAS; the Meridian Township Board deems it to be in the public interest to establish the Commercial Rehabilitation District as proposed, provided that the property proposed to be included in the District will be used for a Qualified Facility in the form of a mixed use commercial and multiple-family development meeting the criteria in Public Act 210 of 2005, for purposes of considering the creation of the District; and

WHEREAS; the proposed district falls into the Haslett “Potential Intensity Change Area” or PICA as defined by the Meridian Township Masterplan adopted in 2017. The establishment of the district in this area will provide the economic incentive to see redevelopment of the area starting in 2022; and

WHEREAS; Construction, acquisition, alteration, or installation of the proposed development had not commenced at the time of filing the request to establish, and/or the City’s determination to consider establishing, this District.

WHEREAS; The Meridian Township Board understands and expects to receive applications for an exemption certificate under Public Act 210 of 2005 and the Township will need to agree to the specific terms and conditions of an exemption, including

entering into a binding written Agreement relating to such exemption on terms and conditions acceptable to the Township.

NOW THEREFORE, IT IS THEREFORE RESOLVED: by the Meridian Township Board of the Charter Township of Meridian, County of Ingham that the following described parcel(s) of land situated in Meridian Township, Ingham County, and State of Michigan, to wit:

(Legal Description of District)

Be and here is established as a Commercial Rehabilitation District pursuant to the provisions of PA 210 of 2005 to be known as Haslett Village Square Commercial Rehabilitation District No.1.

AYES:

NAYS:

RESOLUTION DECLARED ADOPTED.

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the Meridian Township Board of the Charter Township of Meridian, County of Ingham, Michigan at a regular meeting held on (_____).

Township Clerk



To: Board Members

**From: Dan Opsommer, Assistant Township Manager
Director of Public Works and Engineering**

Date: May 17, 2022

Re: Electronic Meeting Accommodations Policy and Request Form

On February 4, 2022, Michigan Attorney General Dana Nessel issued [Opinion 7318](#), which provides that restrictions for virtual public meetings under the Michigan Open Meetings Act (OMA) are preempted to the extent the restrictions prevent a public body from providing reasonable accommodations under the Americans with Disabilities Act (ADA).

Under this Attorney General Opinion, public bodies can adopt policies to allow for virtual participation in public meetings in accordance with the OMA and the ADA.

Manager Walsh, Director Tithof and I have worked with our attorneys to draft an electronic meeting accommodations policy and request form in accordance with the Attorney General Opinion 7318. The draft policy and request form are attached for the Board's review.

The purpose of the policy is to provide reasonable accommodations for electronic meeting participation for members of the Township's boards and commissions.

Sections 3 and 3a of the OMA and Michigan Attorney General Opinion 7318 provide that a meeting may be held electronically **only** to the extent necessary to:

1. Accommodate public body member absent due to military duty; and/or
2. Accommodate any public body member with an ADA Title II qualifying disability that prevents or inhibits their in-person attendance at the meeting.

In other words, the meeting may only be held fully virtually if all members of the public body have a qualifying need for accommodation. If one or more, but not all of the members of the public body, have a qualifying need for accommodation, then the meeting must be a hybrid format where the members of the public body without a qualifying need for accommodation attend in-person. If a member of the public body requires virtual meeting participation, all members of the public will be allowed to participate virtually.

To receive an accommodation, members of our boards and commissions must submit the request form to the Township Human Resource Director. Copies of the form will be available through the Township Human Resource Director's office and shared with all members of our Township's boards and commissions. A request for virtual meeting participation from public body member absent due to military duty or an Accommodation Request (Disability) should be submitted not less than forty-eight (48) hours in advance of the first meeting the person is requesting accommodation to attend.

Memo to Township Board

April 12, 2022

Re: Daniels Drain Public Drain Improvement SAD #21 Public Hearing and Board Discussion

Page 2

Once an accommodation is granted to a board or commission member, it will remain in effect until it is withdrawn by the accommodated person or until the Township can no longer accommodate the member's electronic participation. It is the board or commission member's responsibility to inform the Township if they cease to have a qualifying disability or no longer have military duty obligations that authorize their electronic participation.

For any member of the public body attending remotely, the member must make a public announcement at the outset of the meeting, to be included in the meeting minutes, that the member is in fact attending the meeting remotely. If the member is attending remotely for any other purpose other than for military duty, they shall identify their location by stating the county, city, township or village and state from which they are attending.

During a meeting held in-part with electronic accommodation, any accommodated members of the public body participating remotely will vote by roll call to avoid any questions about how a remote member of the public body votes.

Under this policy, a member of the public body may participate remotely in a closed session.

Attachments:

1. Resolution Adopting the Electronic Meeting Accommodation Policy
2. Electronic Meeting Accommodation Policy
3. Electronic Meeting Accommodation Request Form

TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN

RESOLUTION ADOPTING ELECTRONIC MEETING ACCOMMODATIONS POLICY

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Municipal Building, 5151 Marsh Road, Okemos, MI 48864, on May 17, 2022 at 6:00 PM.

PRESENT: _____

ABSENT: _____

The following resolution was offered by _____ and supported by _____.

WHEREAS, Meridian Charter Township’s vision is to achieve and maintain a sustainable and welcoming community with the highest quality of life for our residents;

WHEREAS, the Open Meetings Act (“OMA”) MCL 15.261 *et seq* imposes certain requirements on public bodies hosting meetings open to the public;

WHEREAS, Michigan Attorney General Opinion 7318, issued February 9, 2022, clarifies that in select cases the American with Disabilities Act (“ADA”) preempts the OMA’s in-person attendance requirement;

WHEREAS, Meridian Charter Township seeks to adhere to Michigan Attorney General Opinion 7318 by allowing individuals with certain qualifying disabilities to participate in public meetings;

NOW, THEREFORE, BE IT RESOLVED by the Meridian Charter Township Board, as follows:

- A. The Township Board expressly adopts the electronic meeting accommodations forms and policies attached to this resolution as **Exhibit 1** including:
 - (1) Charter Township of Meridian Electronic Meeting Accommodations Policy; and
 - (2) Charter Township of Meridian Electronic Meeting Accommodation Request Form (Disability) Public Meetings Subject to Michigan Open Meetings Act.
- B. The Township Board directs that all forms and policies adopted above shall be shared with all members serving on the Township’s boards and commissions.
- C. All prior resolutions inconsistent herewith are hereby rescinded.

YEAS: _____

NAYS: _____

ABSENT: _____

Resolution declared adopted.

Patricia Herring Jackson, Supervisor

STATE OF MICHIGAN)
)ss.
COUNTY OF INGHAM)

CERTIFICATION

I, the undersigned, the duly qualified and acting Clerk for the Charter Township of Meridian, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Township Board of the Charter Township of Meridian at a meeting held on May 17, 2022, and further certify that the above resolution was adopted at said meeting.

Deborah Guthrie, Township Clerk

EXHIBIT 1



CHARTER TOWNSHIP OF MERIDIAN

ELECTRONIC MEETING ACCOMMODATION POLICY FOR MEMBERS OF THE TOWNSHIP'S BOARDS AND COMMISSIONS

Rules and procedures adopted by the Township Board of the Charter Township of Meridian to protect public health, safety, and welfare by establishing electronic meeting accommodation procedures for members of the Township's boards and commissions in compliance with the Michigan Open Meetings Act and the Americans with Disabilities Act.

THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN DECLARES:

Section 1. Title. These rules and procedures may be cited as the Charter Township of Meridian Electronic Meetings Accommodations Policy.

Section 2. Purpose. It is the policy of the Charter Township of Meridian to establish these reasonable rules and procedures in compliance with Sections 3 and 3a of the Michigan Open Meetings Act ("OMA"), the Americans with Disabilities Act ("ADA"), and Attorney General Opinion 7318, to provide reasonable accommodations for electronic meetings for members of Township's public bodies.

Section 3. Electronic Meetings Authorization.

- A. Authorization to hold remote electronic meetings. Sections 3 and 3a of the OMA and Michigan Attorney General Opinion 7318 provide that a meeting may be held electronically to the extent necessary to:
1. Accommodate public body member absent due to military duty; and/or
 2. Accommodate any public body member with an ADA Title II qualifying disability that prevents or inhibits their in-person attendance at the meeting.
- B. Physical Presence. At a public meeting that accommodates a public body member pursuant to Section 3(A), all members of the public may attend the public meeting remotely, as established in these rules and procedures. Only those public body members eligible for accommodation under Section 3(A) may participate remotely. Any other member of the public body must be physically present at the meeting.
- C. Notice of Needed Accommodation. To receive an accommodation, an eligible public body member must submit a Notice of Needed Accommodation (Military Duty) or Accommodation Request (Disability) to the Township Human Resource Director. Copies of the Notice of Needed Accommodation (Military Duty) or Accommodation Request (Disability) will be available through the Township Human Resource Director's office and will be shared with all members of the Township's boards and commissions. A Notice of Needed Accommodation for a public body member absent due to military duty or an Accommodation Request (Disability) should be submitted not less than forty-eight (48) hours in advance of the first meeting the person is requesting accommodation to attend.

Whether a person's medical condition is an ADA Title II qualifying disability that entitles them to meet remotely is a fact-dependent inquiry and will be analyzed on a case-by-case basis. **Information submitted to substantiate a request for accommodation under Section 3(A)(2) will be safeguarded by the Township Human Resource Director as confidential medical information to the extent provided by law.** The Township Human Resource Director will determine whether an individual is entitled to an accommodation under Section 3(A)(2). If a Section 3(A)(2) accommodation request is denied by the Township Human Resource Director, the requestor may appeal the initial determination to the Township Manager. If a conflict of interest prevents the Township Manager from hearing an appeal, the appeal will be heard by the Township Supervisor.

Once granted, a Section 3(A) accommodation will remain in effect until it is withdrawn by the accommodated person or until the Township can no longer accommodate the member's electronic participation under the OMA. It is an accommodated person's sole responsibility to inform the Township if they cease to have a qualifying disability or no longer have military duty obligations that authorize their electronic participation.

- D. Attendance at Meetings Held Electronically In-Part. Members of a Township public body participating electronically in a meeting held pursuant to these rules and procedures are to be considered present and in attendance at the meeting for all purposes.
- E. Participation Requirement. A meeting of a public body held electronically in part must be conducted in a manner that permits two-way communication so that members of the public and the public body can hear and be heard by other members of the public and the public body, whether they are present in person or electronically. Comments by members of the public may be limited to a public comment period during the meeting. The public body may use technology to facilitate typed public comments that may be read to or shared with members of the public body and other participants.

Section 4. Notice Requirements.

- A. Notice Requirements. Notices of any meeting to be held in part electronically shall be posted on the Township's website at least 18 hours before the meeting. The public notice shall contain the following information:
 - 1. Why the public body is meeting electronically;
 - 2. How members of the public may participate in the meeting electronically, including a telephone number, internet address, or both;
- B. Agendas. If an agenda exists for a meeting held pursuant to these rules and procedures, the Township shall make the agenda available to the general public through the Township's website at least two (2) hours before the meeting begins.

Section 5. Electronic Meeting Procedures and Rules. Consistent with the authority to establish reasonable rules under the OMA and the Township's obligation to provide accommodation at meetings authorized by the OMA, such meetings shall be conducted in accordance with the following rules and procedures:

- A. Use of Electronic Service. Public body members and the public may participate in electronic meetings through a Township provided software or interface using electronic conferencing and telephone.
- B. Muting. During the meeting, each participant shall be permitted to mute or unmute themselves to the extent it does not create any distractions or disruptions of the meeting. To the extent necessary, a meeting host may mute or unmute participants to facilitate effective two-way communication.
- C. Public Comment. Members of the public shall speak only when called upon. The public body will designate an opportunity for each member of the public to be heard. Members of the public not speaking should remain muted unless and until called upon to provide comment or shall not otherwise cause disruptions. Public comments shall be limited to three (3) minutes.
- D. Public Announcement. For any member of the public body attending remotely, the member must make a public announcement at the outset of the meeting, to be included in the meeting minutes, that the member is in fact attending the meeting remotely. If the member is attending remotely for any other purpose other than for military duty, they shall identify their location by stating the county, city, township or village and state from which they are attending.
- E. Contacting Remote Public Body Members. Members of the public shall be advised of the proposed electronic participation of a public body member in the notice required in Section 4 of these rules and procedures. The public may contact those remote public body members prior to the meeting to provide input on any business that will come before the public body by emailing or calling the Township Clerk. The Clerk shall then transmit the input to the remote public body member in advance of the meeting for which the member will participate remotely.
- F. Roll Call. During a meeting held in-part with electronic accommodation, any accommodated members of the public body participating remotely will vote by roll call to avoid any questions about how a remote member of the public body votes.
- G. Right to Record. The right of a person to participate in an electronic meeting includes the right to tape-record, videotape, broadcast live on radio, and telecast live on television the proceedings of the meeting. The exercise of this right does not depend on the prior approval of the public body. However, individuals shall at a minimum provide written or oral notice to the public body prior to the start of an electronic meeting of their intent to tape-record, videotape, broadcast, or telecast the meeting.
- H. Registration. The public body may only require a person participating in an electronic meeting to register or otherwise provide their name or other information to provide an accommodation under these rules or as necessary to permit the person to participate in the public comment period of the meeting.
- I. Breach of Peace. A person must be permitted to address the public body during an electronic meeting under these rules, provided that no specific rules by order of the public body are not needed to address specific circumstances or technical issues that arise during the meeting. A person must not be excluded from an electronic meeting otherwise open to the public except for a breach of the peace committed during the meeting.

- J. Closed Session. Members of the general public participating in an electronic meeting may be excluded from participation in an electronic closed session of the public body if the closed session is convened and held in compliance with the requirements of the OMA applicable to a closed session. A member of the public body may only participate remotely in an electronic closed session under an accommodation granted under this Policy.
- K. Discussion, Deliberation, and Voting. A public body's electronic meeting in-part will effectuate as fully as possible the purposes of the OMA, which include promoting government accountability and fostering openness in government to enhance responsible decision-making. Except as it relates to closed sessions, the full discussions and deliberations of the public body, not just the voting, must still be done with public access.
- L. Additional Rules. The chair or host of an electronic meeting has the authority to ensure that the meeting is conducted in an orderly manner. This includes the ability to institute additional rules and procedures reasonably necessary to further the requirements of the OMA.

Section 6. Review of Electronic Meetings Accommodations Policy. The Township Board shall review these rules and procedures if any substantive changes are made to the current provisions of the OMA.

Section 7. Validity and Severability. If any part of these rules or procedures are declared by any court of competent jurisdiction to be invalid, that declaration does not affect the validity of the remainder of the rules or procedures.

Section 8. Repealer. The former Meridian Electronic and Telephonic Meetings Procedure is hereby repealed. While in effect, these rules and procedures supersede all policies (or parts of policies) of the Township that conflict with these Rules.

Section 9. Effective Date. These rules and procedures are effective immediately.

*Adopted by the Township Board of the Charter Township of Meridian on **June**, 2022.*



CHARTER TOWNSHIP OF MERIDIAN

ELECTRONIC MEETING ACCOMMODATION REQUEST FORM FOR MEMBERS OF THE TOWNSHIP'S BOARDS AND COMMISSIONS

The Charter Township of Meridian ("Township") is a public entity subject to the Michigan Open Meetings Act ("OMA") and is also subject to Title II of the Americans with Disabilities Act ("ADA"), with an obligation to provide reasonable accommodations to qualified individuals with a disability. 42 USC 12102(1)(A). The ADA duty to accommodate extends to how the Township holds meetings subject to the OMA. *OAG*, 2022, No. 7318 (February 4, 2022).

This form must be completed in accordance with the Township's Electronic Meeting Accommodation Policy ("Policy") to show a person is a qualified individual with a disability entitled to a reasonable accommodation while attending Township public meetings.

Approval Process for Accommodation Request

An Accommodation Request (Disability) should be submitted forty-eight (48) hours in advance of the first meeting the person is requesting accommodation to attend.

Whether a person's medical condition is an ADA Title II qualifying disability that entitles them to meet remotely is a fact-dependent inquiry and will be analyzed on a case-by-case basis. **Information submitted to substantiate a request for accommodation under Section 3(A)(2) of the Policy will be safeguarded by the Township Human Resource Director as confidential medical information to the extent provided by law.** The Township Human Resource Director will determine whether an individual is entitled to an accommodation under Section 3(A)(2). If a Section 3(A)(2) accommodation request is denied, the requestor may appeal the initial determination to the Township Manager. If an apparent conflict of interest prevents the Township Manager from hearing an appeal, the appeal will be heard by the Township Supervisor.

Once granted an accommodation will remain in effect until it is withdrawn by the accommodated person or until the Township can no longer accommodate the member's electronic participation under the Open Meetings Act. It is an accommodated person's sole responsibility to inform the Township if they cease to have a qualifying disability that enable their electronic participation

Note: Applicants for accommodation are not entitled to their accommodation of choice, but an accommodation that will allow them to fully participate in the electronic meeting.

Complete Accommodation Request (Disability) Form shall be submitted to:

Abigail Tithof, Human Resource Director
Charter Township of Meridian
5151 Marsh Road
Okemos, MI 48864
(517) 853-4210
tithof@meridian.mi.us

Applicant for Accommodation Information:

Name:		Email Address:	
Address:			
City:	State:	Zip:	Telephone No.:
This application is for use by members of the Township's boards and commissions.			
Is the Applicant a member of a Township board or commission (i.e. a Township public body)?			
<input type="checkbox"/> Yes			
<input type="checkbox"/> No			

Required Information

Sections 3 and 3a of the OMA and Michigan Attorney General Opinion 7318 provide that a meeting may be held electronically to the extent necessary to:

- Accommodate public body member absent due to military duty; and/or
- Accommodate any public body member with an ADA Title II qualifying disability that prevents or inhibits their in-person attendance at the meeting.

- 1. Does the applicant meet one or both of the requirements listed above? If so, please provide documentation.**

- 2. Estimated end date and circumstances you believe need to change for the patient to attend in-person meetings.**

- 3. Are there any other accommodations the Township could provide to allow the patient to attend a public meeting safely and effectively in person?**

Please print this documentation, sign, and date below. Send directly to the Township Human Resource Director by mail or email using information on page one.

Applicant's Signature

Date



To: Board Members
From: Frank L. Walsh, Township Manager
Date: May 13, 2022
Re: Stimulus Inflationary Payment Program

The current Meridian Township bargaining contracts denote a 2% increase for our 162 team members. Recently, the Township Board was generous enough to enhance the increases, across the board, to 3.0%-3.5%. However, as you compare that to our national inflationary rate of 8.5%, our team members are faced with a challenging financial outlook. The strength of our township budget allows for an opportunity to fill in the inflationary gap.

On Tuesday night, I plan to introduce our Stimulus Inflationary Payment (SIP) program. The program is designed to be a one-time payment to all team members that isn't included in Final Average Compensation. The program will be much broader than the \$1,000 retention payments that were planned for December. The concept is to roll in the December payments sooner to help those struggling with the unexpected high cost of living. Instead of the \$160,000 retention program, we are looking at a \$400,000 program that would benefit our team by the end of June.

If the Board approves the concept, I'd expect the following payments within the next 60 days. We will need letters of agreement with the defined benefit bargaining groups.

The payment scale is as follows:

- Those earning a base pay up to \$49,999 will receive a one-time SIP payment of \$3,000
- Those earning a base pay \$50,000-\$64,999 will receive a one-time SIP payment of \$2,700
- Those earning a base pay of \$65,000-\$79,999 will receive a one-time SIP payment of \$2,400
- Those earning a base pay of \$80,000-\$99,999 will receive a one-time SIP payment of \$2,200
- Those earning \$100,000+ will receive a one-time SIP payment of \$2,000

Under this proposal, the Township Manager, Clerk and Treasurer will not benefit from this program.

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