

CHARTER TOWNSHIP OF
YPSILANTI BOARD OF TRUSTEES

Supervisor

BRENDA L. STUMBO

Clerk

KAREN LOVEJOY ROE

Treasurer

LARRY J. DOE

Trustees

STAN ELDRIDGE

HEATHER JARRELL ROE

MONICA ROSS WILLIAMS

JIMMIE WILSON, JR.

April 17, 2018

Work Session – 5:00 p.m.

Regular Meeting – 7:00 p.m.

Ypsilanti Township Civic Center

7200 S. Huron River Drive

Ypsilanti, MI 48197

Charter Township of Ypsilanti

Proclamation

In Honor of
Chemical Awareness Week
May 5-12, 2018

WHEREAS, it is important that people are made more aware of the role that chemicals play in their daily lives; and

WHEREAS, along with the benefits of chemicals, we need to be aware of the dangers hazardous materials pose to our families, especially to our children and youth and of the preventative measures that we can take to avoid possible harm; and

WHEREAS, we must encourage cooperation between local emergency planning committees and their local business, industrial, retail, service, and farming sectors to increase the involvement of off-site emergency planning of hazardous material accidents; and

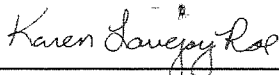
WHEREAS, it is essential that we work to improve the awareness of local emergency planning committees about the chemicals manufactured, used or sold in factories, companies, retail stores and farms in their communities.

NOW THEREFORE BE IT RESOLVED, that the Charter Township of Ypsilanti Board of Trustees does hereby proclaim the week of May 5-12, 2018 *CHEMICAL AWARENESS WEEK* in Ypsilanti Township and we encourage all citizens to obtain and share information about the proper uses of chemicals in order to ensure a safer future for our Township.

Dated and signed this 17th day of April, 2018



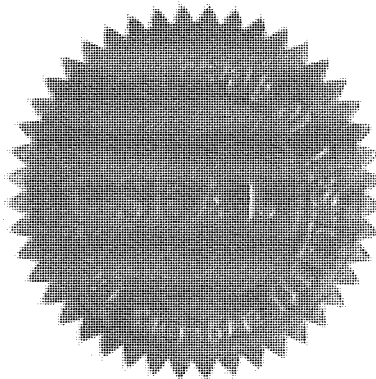
Brenda L. Stumbo, Supervisor



Karen Lovejoy Roe, Clerk

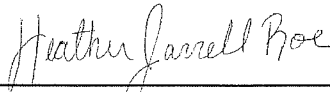


Larry J. Doe, Treasurer





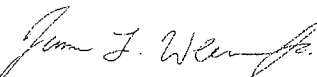
Stan Eldridge, Trustee



Heather Jarrell Roe, Trustee



Monica Ross-Williams, Trustee



Jimmie Wilson, Jr., Trustee

Charter Township of Ypsilanti

Proclamation

In Honor of
Multiple Chemical Sensitivity Awareness
May 5-12, 2018

WHEREAS, people of all ages have developed the condition known as Multiple Chemical Sensitivity, often following either a single massive chemical exposure or repeated low level exposures to chemicals in the environment; and

WHEREAS, people with Multiple Chemical Sensitivity frequently also suffer from one or more of the overlapping conditions known as Chronic Fatigue/Immune Deficiency Syndrome, Fibromyalgia and Gulf War Syndrome; and

WHEREAS, Multiple Chemical Sensitivity is a chronic condition for which there is neither a proven treatment nor a cure, that typically affects several major organ systems with multiple symptoms that can include, but are not limited to: difficulty breathing, sleeping and/or concentrating, memory loss, migraines, nausea, abdominal pain, chronic fatigue, aching joints and muscles, disorders of the skin and sensory dysfunctions; and

WHEREAS, people with Multiple Chemical Sensitivity often have profound problems with health, finances, employment, housing, public access and personal relationships; and

WHEREAS, the health of the general population is at risk from chemical exposures which can lead to illnesses that are preventable through the reduction or avoidance of chemicals in the air, water and food in both indoor and outdoor environments; and

WHEREAS, Multiple Chemical Sensitivity is recognized by the Americans with Disabilities Act, the Social Security Administration, the U.S. Department of Housing and Urban Development, the Environmental Protection Agency and other state and federal governmental agencies and commissions which have supported the health and welfare of people with this condition; and

WHEREAS, reasonable accommodations, educational efforts and recognition of Multiple Chemical Sensitivity can provide opportunities for people with this condition to enjoy access to work, schooling, public facilities and other settings where they can contribute their skills, knowledge, ideas and creativity; and

WHEREAS, individuals with Multiple Chemical Sensitivity need the understanding and support of family, friends, employers and co-workers, medical professionals, other members of society and governmental agencies at all levels to help them cope with the significant and pervasive lifestyle changes imposed by this illness;

NOW THEREFORE BE IT RESOLVED that the Charter Township of Ypsilanti Board of Trustees does hereby proclaim the week of May 5-12, 2018 *MULTIPLE CHEMICAL SENSITIVITY AWARENESS WEEK* in Ypsilanti Township and commend this observance to all Township residents.

Dated and signed this 17th day of April, 2018



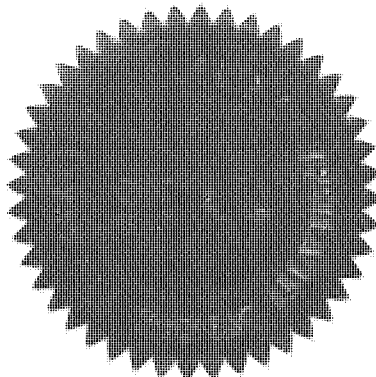
Brenda L. Stumbo, Supervisor



Karen Lovejoy Roe, Clerk



Larry J. Doe, Treasurer





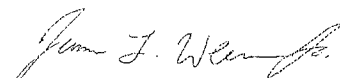
Stan Eldridge, Trustee



Heather Jarrell Roe, Trustee



Monica Ross-Williams, Trustee



Jimmie Wilson, Jr., Trustee

DEPARTMENTAL REPORTS

14-B District Court

Revenue Report for March 2018

General Account

Account Number
Due to Washtenaw County
(101-000-000-214.222) **\$4,512.41**

Due to State Treasurer

Civil Filing Fee Fund (MCL 600.171): \$15,645.00
State Court Fund (MCL 600.8371): \$1,590.00
Justice System Fund (MCL 600.181): \$25,339.47
Juror Compensation Reimbursement Fund:
 Civil Jury Demand Fee (MCL 600.8371): \$20.00
 Drivers License Clearance Fees (MCL 257.321a): \$2,685.00
Crime Victims Rights Fund (MCL 780.905): \$7,944.30
Judgment Fee (Dept. of Natural Resources): \$0.00
E-File Fee (228.56): \$4,675.00
Due to Secretary of State
(101-000-000-206.136) \$2,685.00

Total: **\$60,583.77**

Due to Ypsilanti Township

Court Costs (101-000-000-602.136): \$62,001.14
Civil Fees (101-000-000-603.136): \$14,615.00
Probation Fees (101-000-000-604.000): \$9,986.19
Ordinance Fines (101-000-000-605.001): \$54,320.00
Bond Forfeitures (101-000-000-605.003): \$3,100.00
Interest Earned (101-000-000-605.004): \$0.00
State Aid-Caseflow Assistance (101-000-602.544): \$0.00
Expense Write-Off: \$0.00
Bank Charges (Expense - 101.136.000.957.000): (\$698.44)

Total: **\$143,323.89**

Total to General Account - (101.000.000.004.136): \$208,420.07

Escrow Account

(101-000-000-205.136)

Court Ordered Escrow: \$6,969.00
Bonds: \$17,216.00
Restitution: \$4,157.50

Total to Escrow Account - (101.000.000.205.136): \$28,342.50

	Year to Date		
	Prior Year Comparison		
Month	Revenue	Revenue	
	2017	2018	
January	\$ 120,611.62	\$ 109,316.31	
February	\$ 155,669.56	\$ 137,035.89	
March	\$ 182,041.34	\$ 143,323.89	
April	\$ 148,443.25		
May	\$ 162,945.87		
June	\$ 139,612.07		
July	\$ 140,495.57		
August	\$ 161,593.12		
September	\$ 145,006.23		
October	\$ 149,269.12		
November	\$ 126,239.85		
December	\$ 111,592.86		
Grant:	\$ 117,000.00		
Standardization			
Payment:	\$ 45,724.00	\$ 45,724.00	
Year-to Date			
Totals:	\$ 1,906,244.46	\$ 435,400.09	
Expenditure			
Budget:	\$ 1,486,200.32	\$ 1,680,537.00	
Difference:	\$ 420,044.14	\$ (1,245,136.91)	

14-B District Court

Monthly Disbursements

March 2018

Revenue received as a Fine for violation of a State Statute is disbursed to the Washtenaw County Treasurer, for library purposes.

Revenue received as a Fine for violation of a Township Ordinance and all Court Costs are disbursed to the Ypsilanti Township Treasurer. Local revenue also includes Probation oversight fees and Bond Forfeitures.

Revenue received as State Filing Fee, State Court Fund, Justice System Fund, Juror Compensation, Crime Victims Rights Fund and Dept. of Natural Resources Judgment Fee is forwarded to the State Treasurer.

Money received as Garnishment Proceeds, Criminal Bonds, Restitution, and Court Ordered Escrow are deposited in the Escrow Account of the Court.

All other revenues are transferred to the Ypsilanti Township Treasurer.

March 2018 Disbursements:

Washtenaw County:	\$ 4,512.41
State of Michigan:	\$ 60,583.77
Ypsilanti Township Treasurer:	\$143,323.89

TOTAL: \$208,420.07

YPSILANTI TOWNSHIP FIRE DEPARTMENT
MONTHLY REPORT

MARCH 2018

Fire Department staffing levels are as follows:

1 Fire Chief	3 Shift Captains	18 Fire Fighters
1 Fire Marshal	3 Shift Lieutenants	1 Clerk III/Staff Support

All fire department response personnel are licensed as Emergency Medical Technicians by the State of Michigan Public Health. During the month, the fire department responded to 357 requests for assistance. Of those requests, 240 were medical emergency service calls, with the remaining 117 incidents classified as non-medical and/or fire related.

Department activities for the month of March, 2018:

- 1) The Public Education Department participated in the following events:
 - a) Hosted U of M Car Seat Recertification Training
 - b) Hosted County Road Commission meeting – Harris Road Construction
 - c) Toured Clark East Towers
 - d) Truck Demonstration – Whittaker Road Kroger / MDA Shamrocks
 - e) Smoke Alarms: 812 Desoto (2)
 - f) Car Seat fittings for U of M Buckle Up program

- 2) Fire fighters attended 12 neighborhood watch meetings

- 3) Fire fighters received training in the following areas:
 - a) Washtenaw County Tech Rescue Team
 - b) Washtenaw County HazMat
 - c) RIT Pack
 - d) Hydro Dam EAP
 - e) Active Shooter

The Fire Marshal had these activities / events for the month of March, 2018:

- 1) Fire Pump Inspections: 1
- 2) Plan Reviews: 5
- 3) Building Inspections: 9
- 4) Fire Alarm Tests: 2
- 5) Sprinkler Inspections: 2
- 6) Image Trend demonstration
- 7) Officers Meeting
- 8) Hydro Dam EAP
- 9) Active Shooter training
- 10) Meeting with Yankee Air Museum representatives
- 11) Hood Acceptance class

The Fire Chief attended these meetings / events for the month of March, 2018:

- 1) WAMAA
- 2) Active Shooter training
- 3) Hydro Dam EAP
- 4) Consultation with Vedder Electric for HQ outdoor lights
- 5) ACM (American Center for Mobility) projects meeting
- 6) Consultation with OEX for HQ training room
- 7) Complaint Investigation
- 8) Image Trend demonstration
- 9) Crystal Flash meeting
- 10) Truck Committee meeting
- 11) Meeting with Ypsilanti City Fire Department regarding loaner truck
- 12) Quality Control meeting with HVA
- 13) Ladder Truck & Auto Mutual Aid meeting with Superior Township Chief Chevrette
- 14) Hood Acceptance class
- 15) Officers Meeting
- 16) Meeting with Yankee Air Museum representatives

There was 0 injuries and 0 deaths reported this month for civilians.

There was 0 injuries and 0 deaths reported this month for fire fighters.

This month the total fire loss, including vehicle fires, is estimated at **\$18,600.00**. All occurred at the following locations:

DATE OF LOSS	ADDRESS	ESTIMATED LOSS
1) 03/04/2018	3375 E Michigan	\$ 0.00 (vehicle)
2) 03/12/2018	61 Harvey Place	\$ 5,500.00 (building)
3) 03/14/2018	N Ford Blvd @ E Michigan	\$ 0.00 (natural vegetation)
4) 03/16/2018	2069 Tyler	\$ 0.00 (brush)
5) 03/16/2018	84 Russell Court	\$ 0.00 (brush)
6) 03/17/2018	119 S Harris	\$ 0.00 (brush)
7) 03/17/2018	545 Maulbetsch	\$ 10,100.00 (building)
8) 03/21/2018	2375 Ellsworth	\$ 0.00 (brush)
9) 03/22/2018	Huron @ James Hart Pkwy	\$ 0.00 (brush)
10) 03/23/2018	493 Spanish Oak	\$ 0.00 (Mutual Aid – Augusta Township)
11) 03/23/2018	6800 Geddes	\$ 0.00 (Mutual Aid – Superior Township)
12) 03/23/2018	1409 Whittier	\$ 0.00 (Mutual Aid – City of Ypsilanti)
13) 03/25/2018	2189 Glory Lane	\$ 0.00 (brush)
14) 03/27/2018	1451 Ecorse	\$ 3,000.00 (building)
15) 03/28/2018	2911 Bynan Drive	\$ 0.00 (cooking)

Respectfully submitted,

Rhonda Bates, Clerical Support Staff
Charter Township of Ypsilanti Fire Department

Attachment: Fire House Incident Type Report (Summary) 03/01/2018 – 03/31/2018

Ypsilanti Township Fire Department

Incident Type Report (Summary)

Alarm Date Between {03/01/18} And {03/31/18}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
1 Fire				
100 Fire, Other	1	0.28%	\$0	0.00%
111 Building fire	5	1.40%	\$18,600	100.00%
113 Cooking fire, confined to container	1	0.28%	\$0	0.00%
131 Passenger vehicle fire	1	0.28%	\$0	0.00%
140 Natural vegetation fire, Other	1	0.28%	\$0	0.00%
142 Brush or brush-and-grass mixture fire	6	1.68%	\$0	0.00%
	15	4.20%	\$18,600	100.00%
2 Overpressure Rupture, Explosion, Overheat(no fire)				
200 Overpressure rupture, explosion, overheat other	1	0.28%	\$0	0.00%
	1	0.28%	\$0	0.00%
3 Rescue & Emergency Medical Service Incident				
300 Rescue, EMS incident, other	17	4.76%	\$0	0.00%
311 Medical assist, assist EMS crew	24	6.72%	\$0	0.00%
320 Emergency medical service, other	4	1.12%	\$0	0.00%
321 EMS call, excluding vehicle accident with injury	71	47.90%	\$0	0.00%
322 Motor vehicle accident with injuries	9	2.52%	\$0	0.00%
324 Motor Vehicle Accident with no injuries	15	4.20%	\$0	0.00%
	240	67.23%	\$0	0.00%
4 Hazardous Condition (No Fire)				
400 Hazardous condition, Other	2	0.56%	\$0	0.00%
411 Gasoline or other flammable liquid spill	1	0.28%	\$0	0.00%
422 Chemical spill or leak	1	0.28%	\$0	0.00%
424 Carbon monoxide incident	2	0.56%	\$0	0.00%
440 Electrical wiring/equipment problem, Other	3	0.84%	\$0	0.00%
444 Power line down	11	3.08%	\$0	0.00%
445 Arcing, shorted electrical equipment	1	0.28%	\$0	0.00%
	21	5.88%	\$0	0.00%
5 Service Call				
510 Person in distress, Other	1	0.28%	\$0	0.00%
522 Water or steam leak	1	0.28%	\$0	0.00%
531 Smoke or odor removal	3	0.84%	\$0	0.00%
550 Public service assistance, Other	1	0.28%	\$0	0.00%
5501 Neighborhood Watch	3	0.84%	\$0	0.00%
5502 Community Outreach	1	0.28%	\$0	0.00%

Ypsilanti Township Fire Department

Incident Type Report (Summary)

Alarm Date Between {03/01/18} And {03/31/18}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
5 Service Call				
554 Assist invalid	4	1.12%	\$0	0.00%
561 Unauthorized burning	2	0.56%	\$0	0.00%
	16	4.48%	\$0	0.00%
6 Good Intent Call				
600 Good intent call, Other	4	1.12%	\$0	0.00%
611 Dispatched & cancelled en route	20	5.60%	\$0	0.00%
6111 Canceled on Arrival	23	6.44%	\$0	0.00%
622 No Incident found on arrival at dispatch address	5	1.40%	\$0	0.00%
	52	14.57%	\$0	0.00%
7 False Alarm & False Call				
700 False alarm or false call, Other	1	0.28%	\$0	0.00%
730 System malfunction, Other	1	0.28%	\$0	0.00%
733 Smoke detector activation due to malfunction	1	0.28%	\$0	0.00%
735 Alarm system sounded due to malfunction	2	0.56%	\$0	0.00%
736 CO detector activation due to malfunction	4	1.12%	\$0	0.00%
743 Smoke detector activation, no fire - unintentional	1	0.28%	\$0	0.00%
744 Detector activation, no fire - unintentional	1	0.28%	\$0	0.00%
745 Alarm system activation, no fire - unintentional	1	0.28%	\$0	0.00%
	12	3.36%	\$0	0.00%

Total Incident Count: 357

Total Est Loss:

\$18,600

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Charter Township of Ypsilanti
Hydro Station

7200 S. Huron River Drive
Ypsilanti, MI 48197
Phone: (734) 544.3690
Fax: (734) 544.3626

www.ytown.org

Date: March 7, 2018
To: Clerk's Office
CC:
From: Michael Saranen, Hydro Operation Manager
Subject: Monthly Report (activities in February 2018)

Activities:

Ford Lake Dam

General Operation Summary:

The Hydro Station continues to operate safely and continues to get routine safety inspections and preventive maintenance. Operators had 4 after hour call-ins for the month.

Average precipitation for the month of February is around 1.52", this year it was about 2.63" and production for the month was a slightly above average.

Regulatory:

For 2018-

- update DSSMP
- Owners Dam Safety Program Review (started)
- EAP Training (scheduled for March)
- Part 12- recommendation plan (almost finished)
- WQ Report (preparing for season)
- Nuisance Plant Plan Report
- Wildlife Plan Report
- Historical Activity Report
- Gate Certification
- Security Review
- Annual Safety inspection
- EAP annual update and test
- Spillway Assessment (at FERC in review)

Projects:

Concrete Maintenance (On Hold until 2019)

Repair small areas concrete damaged from exposure to ice and road salt. Repair exterior stairs and hand railing.

Generator #2 Turbine Bearing

In January 2018, the Board approved staff to gather quotes to replace the turbine bearing. Staff is meeting with 4 companies to get pricing. If approved, work is planned to start in July 2018.

River Coordination

Van Buren Twp. and French Landing Dam are considering lowering Belleville Lake in the fall of 2019. It will be important to look at the possible effects to the Hydro Station and the operations if Belleville Lake is to be lowered.

Operation Summary

2018	February	YTD	5 yr Ave.
Precipitation ¹	2.63"	3.61"	31.47"
Days Online	28	58.8	353.3
Gross generation MWH (estimated)	992.014	1,930.402	9,201.715
Generation lost MWH (estimated)*	0	9.980	403.286
After Hour Call In			
Water levels	4	6	35
Mechanical/Electrical	0	0	4
Other	0	0	4
Totals	4	6	43

Recent History	2013	2014	2015	2016	2017
Precipitation total	40.87"	34.31"	25.27"	29.61"	27.30"
Days Online	345	355	345	359.5	362
Generation MWH (estimated)	8,991.285	9,745.999	7,723.040	8,803.436	10,744.816
Generation lost MWH (estimated)*	454.824*	643.164*	419.050*	229.798*	269.595*
After Hour Call In					
Water levels	44	43	32	31	26
Mechanical/Electrical	1	7	1	4	5
Other	0	15	1	2	3
Totals	45	67	34	37	34

¹Totals from Weather Underground – Ypsilanti Willow Run

*losses related to scheduled & unscheduled maintenance and water quality discharges.

Spilling Summary:

Releasing water from the sluice gates is primary to maintain lake level when flow exceeds the powerhouse. At certain times, we can use the gates to help keep the lake mixing to maintain oxygen levels (effectiveness depends on a number of factors) at the bottom of the lake.

The water quality monitoring begins on June 1st and will end on September 30th; operators monitor the water quality conditions and take readings as outline in the WQ Plan. The hydro discharges from the bottom gates to maintain run of river and/or help with water quality in Ford Lake. The Federal License requires we pass water with a minimum of 5mg/l of dissolved oxygen all the time. Therefore, spilling from the bottom gates in the summer for improving the lake is not always possible.

Sluice Gate Usage Summary:

2018	Current Year Days Spilled	Current Year Lost KWh*	Current Year Lost \$*	Prior Year Lost \$*
January	1.8	0	0	0
February	8.8	0	0	0
March				0
April				0
May				0
June				8,129
July				862
August				0
September				0
October				0
November				0
December				0
Totals	10.6			\$ 8,991

*estimated losses from diverting water away from generators for the purpose improving WQ.

Sargent Charles Dam

This dam continues to get routine safety inspections and appropriate maintenance.

The Sargent Charles Dam is due for the 5 year inspection in 2018. It has been requested that the State perform inspection and complete the report on the Twp. behalf. This is at no cost to the Twp.



WASHTENAW COUNTY OFFICE OF THE SHERIFF



JERRY L. CLAYTON
SHERIFF

2201 Hogback Road ♦ Ann Arbor, Michigan 48105-9732 ♦ OFFICE (734) 971-8400 ♦ FAX (734) 973-4624 ♦ EMAIL sheriff@ewashtenaw.org

MARK A. PTASZEK
UNDERSHERIFF

To: Brenda Stumbo, Ypsilanti Township Supervisor
From: Mike Marocco, Police Services Lieutenant
Cc: Mike Radzik, Ypsilanti Township Police Administrator & Ypsilanti Township Board
Marlene Radzik, WCSO Police Services Commander
Date: April 9, 2018
Re: March 2018 Police Services Monthly Report

In March of 2018, there were 3722 calls for service in Ypsilanti Township, which is a 8.09% decrease in calls for service as compared to March of 2017.

OPERATIONS

During March of 2018, Patrol Operations has been efficient in handling calls for service, traffic enforcement and community engagement duties in pursuit of our total policy philosophy. We continue to focus on root cause issues and build on the success we have experienced within the community.

As weather has improved we have seen an increase in Burglary and Larceny From Auto complaints. However, the rates in those crime categories are trending toward the lowered rates we have had over the past several years.

YOUTH INITIATIVE

The Sheriff's Office continues to partner with courts, probation and social services to ensure that there is accountability beyond Sheriff's Office contact with the offenders that are consistently involved in crimes. The year to date reductions in burglaries, stolen autos and juvenile mischief complaints is directly related to the Sheriff's Office engagement of our juvenile population and their family structures.

We are currently assembling the Juvenile Team and establishing goals for the summer months.

COMMUNITY ACTION TEAM

During the month of February, the Sheriff's Office executed narcotics related search warrants within Ypsilanti Township which resulted in seizures of narcotics, weapons and currency. Our collaboration with the Michigan Department of Correction in reference to parole compliance continues to pay dividends. Fast reaction to tips regarding parolee misconduct as well as regular home visits are expected by the parolees that are living in Ypsilanti Township and surrounding areas.

CONSTRUCTION TRAFFIC

Deputies have aggressively patrolled the US-12 Bypass and surrounding areas to mitigate issues caused by the construction as well as to ensure the safety of the workers. In addition, we are monitoring the area around the North Harris construction.

CLR-008 Monthly Summary Of Offenses (WD)

City:Ypsilanti Twp-YPT



Month:	March
Year:	2018
Print Option:	Print Both Monthly and YTD
Include Unfounded:	No
Report Offenses:	Include All (1,2,3,4)
Attempted/Completed/NA:	Includes Attempted, Completed
City:	Ypsilanti Twp-YPT

CLR-008 Monthly Summary Of Offenses (WD)

City:Ypsilanti Twp-YPT

For The Month Of March

Classification	Mar/2017	Mar/2018	%Change
09001 MURDER/NONNEGLIGENT MANSLAUGHTER (VOLUNTARY)	1	0	-100%
10001 KIDNAPPING/ABDUCTION	0	0	0%
11001 SEXUAL PENETRATION PENIS/VAGINA -CSC 1ST DEGREE	2	1	-50%
11002 SEXUAL PENETRATION PENIS/VAGINA -CSC 3RD DEGREE	1	2	100%
11003 SEXUAL PENETRATION ORAL/ANAL -CSC 1ST DEGREE	1	0	-100%
11005 SEXUAL PENETRATION OBJECT -CSC 1ST DEGREE	1	0	-100%
11007 SEXUAL CONTACT FORCIBLE -CSC 2ND DEGREE	0	1	0%
11008 SEXUAL CONTACT FORCIBLE -CSC 4TH DEGREE	2	1	-50%
12000 ROBBERY	3	1	-66.6%
13001 NONAGGRAVATED ASSAULT	35	49	40%
13002 AGGRAVATED/FELONIOUS ASSAULT	17	17	0%
13003 INTIMIDATION/STALKING	5	4	-20%
20000 ARSON	0	0	0%
22001 BURGLARY -FORCED ENTRY	7	14	100%
22002 BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit)	3	3	0%
23001 LARCENY -POCKETPICKING	0	0	0%
23003 LARCENY -THEFT FROM BUILDING	10	12	20%
23005 LARCENY -THEFT FROM MOTOR VEHICLE	10	8	-20%
23006 LARCENY -THEFT OF MOTOR VEHICLE PARTS/ACCESSORIES	3	2	-33.3%
23007 LARCENY -OTHER	4	8	100%
24001 MOTOR VEHICLE THEFT	6	8	33.33%
24002 MOTOR VEHICLE, AS STOLEN PROPERTY	0	1	0%
24003 MOTOR VEHICLE FRAUD	1	0	-100%
25000 FORGERY/COUNTERFEITING	0	1	0%
26001 FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE GAME	9	7	-22.2%
26002 FRAUD -CREDIT CARD/AUTOMATIC TELLER MACHINE	10	7	-30%
26005 FRAUD -WIRE FRAUD	0	1	0%
26007 FRAUD - IDENTITY THEFT	13	12	-7.69%
27000 EMBEZZLEMENT	1	0	-100%
28000 STOLEN PROPERTY	0	1	0%
29000 DAMAGE TO PROPERTY	22	19	-13.6%
30001 RETAIL FRAUD -MISREPRESENTATION	1	1	0%
30002 RETAIL FRAUD -THEFT	9	8	-11.1%
30003 RETAIL FRAUD -REFUND/EXCHANGE	0	0	0%
35001 VIOLATION OF CONTROLLED SUBSTANCE ACT	15	16	6.666%
35002 NARCOTIC EQUIPMENT VIOLATIONS	7	7	0%
37000 OBSCENITY	1	0	-100%
52001 WEAPONS OFFENSE- CONCEALED	4	0	-100%
52003 WEAPONS OFFENSE -OTHER	1	0	-100%
Group A Totals	205	212	3.414%
22003 BURGLARY - UNLAWFUL ENTRY (NO INTENT)	3	1	-66.6%
26006 FRAUD -BAD CHECKS	0	1	0%
36004 SEX OFFENSE -OTHER	0	1	0%

CLR-008 Monthly Summary Of Offenses (WD)

City:Ypsilanti Twp-YPT

For The Month Of March

Classification	Mar/2017	Mar/2018	%Change
38001 FAMILY -ABUSE/NEGLECT NONVIOLENT	4	2	-50%
38003 FAMILY -OTHER	0	0	0%
41002 LIQUOR VIOLATIONS -OTHER	2	5	150%
48000 OBSTRUCTING POLICE	9	8	-11.1%
49000 ESCAPE/FLIGHT	1	0	-100%
50000 OBSTRUCTING JUSTICE	6	7	16.66%
53001 DISORDERLY CONDUCT	2	1	-50%
53002 PUBLIC PEACE -OTHER	1	0	-100%
54001 HIT and RUN MOTOR VEHICLE ACCIDENT	4	6	50%
54002 OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS	27	25	-7.40%
55000 HEALTH AND SAFETY	5	1	-80%
57001 TRESPASS	0	6	0%
57002 INVASION OF PRIVACY -OTHER	0	0	0%
59000 ELECTION LAWS	0	0	0%
63000 VAGRANCY	0	0	0%
70000 JUVENILE RUNAWAY	7	8	14.28%
73000 MISCELLANEOUS CRIMINAL OFFENSE	1	2	100%
77000 CONSPIRACY (ALL CRIMES)	1	0	-100%
Group B Totals	73	74	1.369%
2800 JUVENILE OFFENSES AND COMPLAINTS	25	21	-16%
2900 TRAFFIC OFFENSES	41	23	-43.9%
3000 WARRANTS	55	50	-9.09%
3100 TRAFFIC CRASHES	126	102	-19.0%
3200 SICK / INJURY COMPLAINT	115	124	7.826%
3300 MISCELLANEOUS COMPLAINTS	641	670	4.524%
3400 WATERCRAFT COMPLAINTS / ACCIDENTS	1	1	0%
3500 NON-CRIMINAL COMPLAINTS	1284	814	-36.6%
3700 MISCELLANEOUS TRAFFIC COMPLAINTS	980	1174	19.79%
3800 ANIMAL COMPLAINTS	59	56	-5.08%
3900 ALARMS	237	144	-39.2%
Group C Totals	3564	3179	-10.8%
4000 HAZARDOUS TRAFFIC CITATIONS / WARNINGS	0	28	0%
4100 NON-HAZARDOUS TRAFFIC CITATIONS / WARNINGS	0	0	0%
4200 PARKING CITATIONS	1	8	700%
4300 LICENSE / TITLE / REGISTRATION CITATIONS	0	0	0%
4500 MISCELLANEOUS A THROUGH UUUU	3	8	166.6%
Group D Totals	4	44	1000%
5000 FIRE CLASSIFICATIONS	0	0	0%
Group E Totals	0	0	0%
6000 MISCELLANEOUS ACTIVITIES (6000)	32	45	40.62%
6100 MISCELLANEOUS ACTIVITIES (6100)	131	128	-2.29%
6300 CANINE ACTIVITIES	9	8	-11.1%

CLR-008 Monthly Summary Of Offenses (WD)

City:Ypsilanti Twp-YPT

For The Month Of March

Classification	Mar/2017	Mar/2018	%Change
6500 CRIME PREVENTION ACTIVITIES	24	25	4.166%
6600 COURT / WARRANT ACTIVITIES	0	0	0%
6700 INVESTIGATIVE ACTIVITIES	8	7	-12.5%
Group F Totals	204	213	4.411%
City : Ypsilanti Twp Totals	4050	3722	-8.09%

CLR-008 Monthly Summary Of Offenses (WD)

City:Ypsilanti Twp-YPT

Year To Date Through March

Classification	2017	2018	%Change
Group F Totals	0	0	0%
09001 MURDER/NONNEGLIGENT MANSLAUGHTER (VOLUNTARY)	1	0	-100%
10001 KIDNAPPING/ABDUCTION	1	1	0%
11001 SEXUAL PENETRATION PENIS/VAGINA -CSC 1ST DEGREE	11	9	-18.1%
11002 SEXUAL PENETRATION PENIS/VAGINA -CSC 3RD DEGREE	3	2	-33.3%
11003 SEXUAL PENETRATION ORAL/ANAL -CSC 1ST DEGREE	2	0	-100%
11005 SEXUAL PENETRATION OBJECT -CSC 1ST DEGREE	1	0	-100%
11007 SEXUAL CONTACT FORCIBLE -CSC 2ND DEGREE	2	1	-50%
11008 SEXUAL CONTACT FORCIBLE -CSC 4TH DEGREE	5	8	60%
12000 ROBBERY	15	7	-53.3%
13001 NONAGGRAVATED ASSAULT	139	125	-10.0%
13002 AGGRAVATED/FELONIOUS ASSAULT	44	46	4.545%
13003 INTIMIDATION/STALKING	15	11	-26.6%
20000 ARSON	1	1	0%
22001 BURGLARY -FORCED ENTRY	34	33	-2.94%
22002 BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit)	8	9	12.5%
23001 LARCENY -POCKETPICKING	1	0	-100%
23003 LARCENY -THEFT FROM BUILDING	40	29	-27.5%
23005 LARCENY -THEFT FROM MOTOR VEHICLE	33	22	-33.3%
23006 LARCENY -THEFT OF MOTOR VEHICLE PARTS/ACCESSORIES	10	4	-60%
23007 LARCENY -OTHER	19	19	0%
24001 MOTOR VEHICLE THEFT	35	24	-31.4%
24002 MOTOR VEHICLE, AS STOLEN PROPERTY	3	2	-33.3%
24003 MOTOR VEHICLE FRAUD	1	0	-100%
25000 FORGERY/COUNTERFEITING	4	7	75%
26001 FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE GAME	21	23	9.523%
26002 FRAUD -CREDIT CARD/AUTOMATIC TELLER MACHINE	24	25	4.166%
26005 FRAUD -WIRE FRAUD	2	2	0%
26007 FRAUD - IDENTITY THEFT	30	41	36.66%
27000 EMBEZZLEMENT	1	4	300%
28000 STOLEN PROPERTY	5	5	0%
29000 DAMAGE TO PROPERTY	69	44	-36.2%
30001 RETAIL FRAUD -MISREPRESENTATION	2	4	100%
30002 RETAIL FRAUD -THEFT	30	46	53.33%
30003 RETAIL FRAUD -REFUND/EXCHANGE	1	1	0%
35001 VIOLATION OF CONTROLLED SUBSTANCE ACT	52	42	-19.2%
35002 NARCOTIC EQUIPMENT VIOLATIONS	24	15	-37.5%
37000 OBSCENITY	1	0	-100%
52001 WEAPONS OFFENSE- CONCEALED	9	9	0%
52003 WEAPONS OFFENSE -OTHER	2	2	0%
Group A Totals	701	623	-11.1%
22003 BURGLARY - UNLAWFUL ENTRY (NO INTENT)	5	4	-20%
26006 FRAUD -BAD CHECKS	5	3	-40%

CLR-008 Monthly Summary Of Offenses (WD)

City:Ypsilanti Twp-YPT

Year To Date Through March

Classification	2017	2018	%Change
36004 SEX OFFENSE -OTHER	0	1	0%
38001 FAMILY -ABUSE/NEGLECT NONVIOLENT	13	5	-61.5%
38003 FAMILY -OTHER	1	1	0%
41002 LIQUOR VIOLATIONS -OTHER	6	9	50%
48000 OBSTRUCTING POLICE	29	30	3.448%
49000 ESCAPE/FLIGHT	3	0	-100%
50000 OBSTRUCTING JUSTICE	39	31	-20.5%
53001 DISORDERLY CONDUCT	12	4	-66.6%
53002 PUBLIC PEACE -OTHER	1	0	-100%
54001 HIT and RUN MOTOR VEHICLE ACCIDENT	11	16	45.45%
54002 OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS	58	56	-3.44%
55000 HEALTH AND SAFETY	9	6	-33.3%
57001 TRESPASS	0	13	0%
57002 INVASION OF PRIVACY -OTHER	1	0	-100%
59000 ELECTION LAWS	1	0	-100%
63000 VAGRANCY	1	0	-100%
70000 JUVENILE RUNAWAY	19	20	5.263%
73000 MISCELLANEOUS CRIMINAL OFFENSE	3	2	-33.3%
77000 CONSPIRACY (ALL CRIMES)	1	0	-100%
Group B Totals	218	201	-7.79%
2800 JUVENILE OFFENSES AND COMPLAINTS	80	50	-37.5%
2900 TRAFFIC OFFENSES	90	63	-30%
3000 WARRANTS	155	147	-5.16%
3100 TRAFFIC CRASHES	362	403	11.32%
3200 SICK / INJURY COMPLAINT	334	414	23.95%
3300 MISCELLANEOUS COMPLAINTS	1849	1989	7.571%
3400 WATERCRAFT COMPLAINTS / ACCIDENTS	4	1	-75%
3500 NON-CRIMINAL COMPLAINTS	3348	2475	-26.0%
3700 MISCELLANEOUS TRAFFIC COMPLAINTS	2615	2603	-0.45%
3800 ANIMAL COMPLAINTS	165	140	-15.1%
3900 ALARMS	554	445	-19.6%
Group C Totals	9556	8730	-8.64%
4000 HAZARDOUS TRAFFIC CITATIONS / WARNINGS	1	29	2800%
4100 NON-HAZARDOUS TRAFFIC CITATIONS / WARNINGS	0	1	0%
4200 PARKING CITATIONS	3	20	566.6%
4300 LICENSE / TITLE / REGISTRATION CITATIONS	3	4	33.33%
4500 MISCELLANEOUS A THROUGH UUUU	9	15	66.66%
Group D Totals	16	69	331.2%
5000 FIRE CLASSIFICATIONS	1	0	-100%
Group E Totals	1	0	-100%
6000 MISCELLANEOUS ACTIVITIES (6000)	96	110	14.58%
6100 MISCELLANEOUS ACTIVITIES (6100)	312	314	0.641%

CLR-008 Monthly Summary Of Offenses (WD)

City:Ypsilanti Twp-YPT

Year To Date Through March

Classification	2017	2018	%Change
6300 CANINE ACTIVITIES	24	17	-29.1%
6500 CRIME PREVENTION ACTIVITIES	76	64	-15.7%
6600 COURT / WARRANT ACTIVITIES	3	0	-100%
6700 INVESTIGATIVE ACTIVITIES	25	31	24%
Group F Totals	536	536	0%
City : Ypsilanti Twp Totals	11028	10159	-7.87%



Charter Township of Ypsilanti

7200 S. HURON RIVER DRIVE • YPSILANTI, MI 48197

SUPERVISOR BRENDA STUMBO • CLERK KAREN LOVEJOY ROE • TREASURER LARRY DOE
TRUSTEES: STAN ELDRIDGE • HEATHER JARRELL ROE • MONICA ROSS WILLIAMS •
JIMMIE WILSON, JR.

WORK SESSION AGENDA CHARTER TOWNSHIP OF YPSILANTI TUESDAY, APRIL 17, 2018

5:00pm

**CIVIC CENTER
BOARD ROOM
7200 HURON RIVER DRIVE**

1. SEMCOG PRESENTATION.....AMY MALMER
2. AGENDA REVIEW SUPERVISOR STUMBO
3. OTHER DISCUSSION BOARD MEMBERS

SEMCOG Presentation

REVIEW AGENDA

- A. SUPERVISOR STUMBO WILL REVIEW BOARD MEETING AGENDA

OTHER DISCUSSION

- A. BOARD MEMBERS HAVE THE OPPORTUNITY TO DISCUSS ANY OTHER PERTINENT ISSUES



Charter Township of Ypsilanti

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REGULAR MEETING AGENDA

TUESDAY, APRIL 17, 2018

7:00 P.M.

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE AND INVOCATION
3. PUBLIC COMMENTS
4. CONSENT AGENDA
 - A. MINUTES OF THE APRIL 3, 2018 WORK SESSION AND REGULAR MEETING
 - B. STATEMENTS AND CHECKS
 1. STATEMENTS AND CHECKS FOR APRIL 17, 2018 IN THE AMOUNT OF 1,198,607.84
 2. CLARITY HEALTH CARE DEDUCTIBLE ACH EFT FOR MARCH 2018 IN THE AMOUNT OF \$62,059.56
 3. CLARITY HEALTH CARE ADMIN FEE MARCH 2018 IN THE AMOUNT OF \$1,077.00
 - C. MARCH 2018 TREASURER'S REPORT
5. ATTORNEY REPORT
 - A. GENERAL LEGAL UPDATE

OLD BUSINESS

1. REQUEST OF BRIAN MCCLEERY, ASSISTANT ASSESSOR FOR AUTHORIZATION TO ENTER INTO NEGOTIATIONS TO SELL YPSILANTI TOWNSHIP OWNED PROPERTY LOCATED AT 138 S. HARRIS RD PARCEL ID K#11-10-180-007 (TABLED AT THE APRIL 3, 2018 REGULAR MEETING)

NEW BUSINESS

1. BUDGET AMENDMENT #8
2. REQUEST OF ERIC COPELAND, FIRE CHIEF FOR APPROVAL OF AUTOMATIC MUTUAL AID AGREEMENT WITH THE VAN BUREN TOWNSHIP FIRE DEPARTMENT
3. 1ST READING OF RESOLUTION 2018-07, PROPOSED ORDINANCE 2018-477, AN ORDINANCE TO AMEND CHAPTER 22 OF THE YPSILANTI CHARTER TOWNSHIP CODE OF ORDINANCES BY ADDING A NEW ARTICLE REQUIRING REGISTRATION OF COMMERCIAL AND INDUSTRIAL BUSINESSES

4. RESOLUTION 2018-10, PROFESSIONAL SERVICE FEES FOR TOWNSHIP, ATTORNEY, PLANNER, ENGINEER AND FIRE DEPARTMENT
5. 1st READING OF RESOLUTION 2018-11, PROPOSED ORDINANCE 2018-478, AN ORDINANCE AMENDING ORDINANCE NO. 74, TOWNSHIP ZONING ORDINANCE, SO AS TO REZONE 1250 EAST MICHIGAN AVENUE, BEING PARCEL ID# K-11-10-107-011, FROM ITS CURRENT B-3 (GENERAL BUSINESS) DISTRICT ZONING CLASSIFICATION TO IRO (INDUSTRIAL, RESEARCH, OFFICE) DISTRICT ZONING CLASSIFICATION
6. RESOLUTION 2018-12, AUTHORIZING THE DIVISION OF A PLATTED LOT IN COUNTRY CLUB PARK SUBDIVISION PARCEL ID# K-11-07-440-016
7. REQUEST OF MIKE RADZIK, OCS DIRECTOR FOR AUTHORIZATION TO SEEK LEGAL ACTION IF NECESSARY TO ABATE PUBLIC NUISANCE FOR PROPERTY LOCATED AT 669 WOBURN/1490 CONCORD IN THE AMOUNT OF \$10,000.00 BUDGETED IN LINE ITEM #101-950-000-801-023
8. AUTHORIZATION TO COMMIT \$81,000.00 IN COST SHARING WITH THE CITY OF YPSILANTI FOR THE PAVING AND IMPROVEMENTS FOR EMERICK ST. BETWEEN GROVE RD. AND THE SERVICE DR. WITH AN AGREEMENT AND BUDGET AMENDMENT TO BE BROUGHT BACK TO THE BOARD FOR APPROVAL
9. REQUEST TO APPROVE AGREEMENT WITH WASHTENAW COUNTY ROAD COMMISSION FOR 2018 LOCAL ROAD DUST CONTROL IN THE AMOUNT OF \$5,682.60 BUDGETED IN LINE ITEM #212-212-000-818-006
10. REQUEST TO CANCEL MAY 1, 2018 BOARD MEETING DUE TO MAY 8, 2018 SPECIAL ELECTION

AUTHORIZATIONS AND BIDS

1. REQUEST AUTHORIZATION TO AWARD THE LOW BID AND DESIGNATE TRENDSET COMMUNICATIONS GROUP AS THE TOWNSHIP PREFERRED NETWORK CABLE INSTALLER UNTIL APRIL 2020
2. REQUEST OF ERIC COPELAND, FIRE CHIEF TO SEEK SEALED BIDS FOR THE REPLACEMENT OF THE ROOF AT FIRE STATION #3 20 S. HEWITT
3. REQUEST OF CARL GIRBACH, RESIDENTIAL SERVICES FOR APPROVAL TO WAIVE THE FINANCIAL POLICY AND AWARD THE LOW QUOTE TO J.W. TURF FOR PURCHASE OF A JOHN DEERE PROGATOR 2020A IN THE AMOUNT OF \$18,827.35 BUDGETED IN LINE ITEM #212-970-000-977-000 AND FOR APPROVAL TO TRADE IN A 1995 GEHL SKID STEER

OTHER BUSINESS

PUBLIC COMMENTS

CONSENT AGENDA

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE APRIL 3, 2018 WORK SESSION MEETING**

Supervisor Stumbo called the meeting to order at approximately 5:00 p.m. in the Ypsilanti Township Civic Center Board Room, 7200 S. Huron River Drive, Ypsilanti Township.

Members Present: Supervisor Brenda L. Stumbo, Clerk Lovejoy Roe, Treasurer Doe, Trustees: Stan Eldridge, Heather Jarrell Roe, Monica Ross-Williams and Jimmie Wilson, Jr.

Members Absent: none

Legal Counsel: Wm. Douglas Winters

**1. MICHIGAN MUNICIPAL LEAGUE DIVIDEND PRESENTATION.....
JUDITH THOMSON-TOROSIAN, MML**

Judith Thomson-Torosian stated the Township received their dividend check for \$19,144.00 last month. She said the MML Liability and Property Pool Board decided they would like to continue to give the Township a dividend check as long as they can so they will be voting in September for the 2019 dividend.

**2. WASHTENAW COUNTY SOLID WASTE PLAN.....EVAN PRATT,
DIRECTOR OF PUBLIC WORKS (see attached)**

Evan Pratt, Director of Public Works stated they have spent about two years working on the Solid Waste Plan. He said this plan was to make sure there was landfill capacity in or close to the County for all the communities in the County for at least a ten-year period.

Noelle Bowman, Solid Waste Program Specialist, distributed a packet regarding solid waste and explained the plan to the Board.

Clerk Lovejoy Roe asked if they had someone who could put together a mailer so residents could have information about compost and recycling. Evan Pratt said they did not have anyone that was doing that per municipality but with the regional

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE APRIL 3, 2018 WORK SESSION MEETING
PAGE 2**

recycling initiative, the county may be able to mail the information out to the entire region.

Trustee Wilson stated that our residential recycling rate of 33% was about double that of the state average and the commercial rate was 12%. He asked how the county commercial recycling rate compares with the state average. Ms. Bowman said the state average combines both commercial and residential together and they come up at 14%. She said the County separates the commercial and residential. She said that helps them to see that residential recycling is above average and commercial recycling is slightly below the state average.

Trustee Ross-Williams asked about disposing pharmaceuticals. Ms. Bowman stated that in 2008 Washtenaw County was the first County in the State to have a program to take back pharmaceuticals. Mr. Pratt said when checking water for pharmaceuticals it could only be checked for each specific pharmaceutical and not as a whole. He said an example would be checking for vitamins or checking for aspirin, etc.

Supervisor Stumbo stated that the cost to recycle has gone up so much and sometimes there was no product for the recyclables. Mr. Pratt said that was true and the Action Team would be focusing on end uses for the recyclables. He said they would be happy to purchase a glass crusher but if there was no place to sell the crushed glass then why should they purchase a glass crusher. Mr. Pratt said there were others that were researching what to do with recyclables.

3. AGENDA REVIEW.....SUPERVISOR STUMBO

A. MINUTES OF THE MARCH 20,2018 WORK SESSION AND REGULAR MEETING

B. STATEMENTS AND CHECKS

1. STATEMENTS AND CHECKS FOR APRIL 3, 2018 IN THE AMOUNT OF \$507,802.62

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE APRIL 3, 2018 WORK SESSION MEETING
PAGE 3**

ATTORNEY REPORT

A. GENERAL LEGAL UPDATE – (provided under Other Business)

OLD BUSINESS

- 1. RESOLUTION 2018-06, APPROVAL OF THE WASHTENAW COUNTY SOLID WASTE MANAGEMENT PLAN 2017 AMENDMENT (TABLED AT THE MARCH 6, 2018 REGULAR MEETING) –Discussed later in the Work Session**

NEW BUSINESS

- 1. BUDGET AMENDMENT #7.**

Supervisor Stumbo explained the \$10,000.00 CTAP Grant we get from the Convention and Visitors Bureau requires a 10% match from the Township, which was \$2,000.00, and that the grant would be used for adding additional signage throughout the Township.

- 2. REQUEST APPROVAL OF PROFESSIONAL SERVICES AGREEMENT WITH OHM FOR PROPOSAL FOR PLAYScape LAYOUT AND BID PACKAGE PREPARATION AND LANDSCAPE ARCHITECTURE SERVICES FOR FORD LAKE PARK, NORTH BAY PARK, AND LOONFEATHER POINT PARK IN A NOT TO EXCEED AMOUNT OF \$16,740.00 BUDGETED IN LINE ITEM #212-212-000-931-775**

Supervisor Stumbo explained the Township was replacing play equipment at some of the Township Parks.

Matt Parks, OHM, stated he has been working with Carl Girbach and they had visited the parks. He said they visited each park and scoped out what would be needed at each park. He said this budget would help them get everything in order to go out for bid.

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE APRIL 3, 2018 WORK SESSION MEETING
PAGE 4**

- 3. REQUEST APPROVAL OF PROPOSAL FROM CARLISLE WORTMAN ASSOCIATES, INC. FOR UPDATE OF PARKS AND RECREATION MASTER PLAN IN AN AMOUNT NOT TO EXCEED \$19,795.00 BUDGETED IN LINE ITEM #212-212-000-801-000 (Discussed later under Other Business)**

- 4. REQUEST OF BRIAN MCCLEERY, ASSISTANT ASSESSOR FOR AUTHORIZATION TO ENTER INTO NEGOTIATIONS TO SELL YPSILANTI TOWNSHIP OWNED PROPERTY LOCATED AT 138 S. HARRIS ROAD PARCEL ID K#11-10-180-007**

Clerk Lovejoy Roe suggested that this request be tabled until Brian McCleery could clarify if someone was interested in purchasing this property. Supervisor Stumbo stated with vacant property in the township the policy has been to sell it to the adjacent property owners. Trustee Wilson asked if Habitat for Humanity would be interested in this property or do they just renovate houses. Clerk Lovejoy Roe stated that eventually Habitat would run out of houses to renovate and would need to begin to purchase property to build new houses.

Supervisor Stumbo stated this request would be tabled until the next meeting.

- 6. REQUEST OF MIKE RADZIK, OCS DIRECTOR FOR AUTHORIZATION TO SEEK LEGAL ACTION IF NECESSARY TO ABATE PUBLIC NUISANCE FOR PROPERTY LOCATED AT 167 N. FORD BLVD IN THE AMOUNT OF \$10,000.00 BUDGETED IN LINE ITEM #101-950-000-801-023**

Michael Radzik, OCS Director explained that this property had been under code enforcement since 2016. He said the current owner purchased the home out of mortgage foreclosure in late summer of 2016. Mr. Radzik stated it was first inspected in November, 2016 with an administrative search warrant because the owner failed to comply with the Townships' vacant property ordinance. He said after the warrant was administered the owner registered the property as a rental property. Mr. Radzik said the owner began to renovate the house but did not pull the proper permits and at this time, the renovation is not completed. He said they attempted to inspect the house again in February, 2018 and had no cooperation from the owner. He said they again had to administer a search warrant and

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE APRIL 3, 2018 WORK SESSION MEETING
PAGE 5**

because of the condition of the property, the Certificate of Occupancy was revoked.

- 5. REQUEST OF MICHAEL SARANEN, HYDRO OPERATIONS FOR APPROVAL OF SERVICE CONTRACT WITH US ECOLOGY FOR INDUSTRIAL CLEANING AND CONFINED SPACE SERVICES AT THE HYDRO STATION IN AMOUNTS DETAILED IN THE QUOTES BUDGETED IN LINE ITEM #252-252-000-818-013**

- 7. RESOLUTION 2018-08, TEMPORARY ROAD CLOSURE REQUEST FOR OBERUN 5K ON JULY 20, 2018**

- 8. RESOLUTION 2018-09, TEMPORARY ROAD CLOSURE REQUEST FOR RUNNING FIT "RUN SCREAM RUN" 5K, 10K, AND KID'S MILE RUN ON OCTOBER 13, 2018**

- 9. REQUEST AUTHORIZATION TO APPLY AND ACCEPT THE COMMUNITY TOURISM ACTION PLAN (CTAP) GRANT FROM THE WASHTENAW COUNTY VISITORS AND CONVENTION BUREAU IN THE AMOUNT OF \$10,000.00 WITH A CONTRIBUTING MATCH FROM YPSILANTI TOWNSHIP IN THE AMOUNT OF \$2,000.00 FOR WAYFINDING SIGNAGE BUDGETED IN LINE ITEM #212-970-000-975-170**

OTHER BUSINESS

ATTORNEY REPORT

GENERAL LEGAL UPDATE

Attorney Winters stated that the office has prepared affidavits which will be recorded tomorrow regarding the ongoing number of violations at both the Thurston and Kettering Elementary Schools in the Ypsilanti Community School District. He said these violations are very serious. He said after they met with the Superintendent of Ypsilanti Community Schools in March he thought they had reached an agreement with them to take care of these violations by demolishing

CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE APRIL 3, 2018 WORK SESSION MEETING
PAGE 6

both buildings. He said Ypsilanti Community Schools have responsibilities to the Township, to the school district, and to the community to deal with these abandoned buildings. Attorney Winters stated that since January 3, 2018, Bill Elling, Township Inspector has gone out to Kettering 34 times and Thurston 32 times for problems at those buildings. He said he has contacted Ypsilanti Community Schools to get us an update with the progress and he has not received a response.

Attorney Winters stated the sale of the Holmes Road cell tower easement should be completed within 45 days, which will result in a \$175,000.00 payment to the Township as well as any potential revenue sharing on a 50/50 basis.

Attorney Winters stated there were ongoing efforts to have DTE release funds from the Hydro escrow account. He said this escrow account was set up 25 years ago to make sure the Township fulfilled its contractual obligations to Detroit Edison. He said it was time for DTE to release the entire escrow account to the Township since these contractual obligations have been met.

Attorney Winters stated they were trying to get compensation from the City of Ypsilanti's Insurance Company to the Township Fire Department for leasing a fire truck to the City of Ypsilanti for approximately ten months when the City lost a fire truck due to an accident on I-94.

Attorney Winters stated they were continuing to work with ACM on the PILOT – Payment In Lieu of Taxes to the Township.

Attorney Winters stated at the next board meeting he hoped to have the Teamsters Contract to present to the board. He said there was a tentative agreement and the Teamsters are going through their process with their members.

Attorney Winters stated in March they met with the negotiating team for AFSCME but that negotiating team was not available to meet again until April. He said they should be meeting with them again this month.

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE APRIL 3, 2018 WORK SESSION MEETING
PAGE 7**

**3. REQUEST APPROVAL OF PROPOSAL FROM CARLISLE WORTMAN
ASSOCIATES, INC. FOR UPDATE OF PARKS AND RECREATION MASTER PLAN
IN AN AMOUNT NOT TO EXCEED \$19,795.00 BUDGETED IN LINE ITEM
#212-212-000-801-000**

Ben Carlisle, Carlisle Workman Associates, updated the Board regarding the Recreation Master Plan. He said updating the Recreation Master Plan was required by the State to be done every five years. Mr. Carlisle said having a Recreation Plan enables us to apply for grants. He said they would work closely with the Park Commission and it would take about 9 months to complete the plan. He said they would begin in May.

Trustee Eldridge stated as an Ypsilanti Public School graduate he was extremely disappointed with Ypsilanti Community Schools in the way they were handling Kettering and Thurston Schools. He proposed to the Board that they move forward tonight authorizing the Township to take action in Circuit Court on those two properties if necessary. He said he does not like bringing action against Ypsilanti Community Schools but feels there was no other way to get this resolved.

The Board agreed to add to the Agenda at the Regular Meeting.

Work session adjourned at 6:48 p.m.

Respectfully Submitted,

Karen Lovejoy Roe, Clerk

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE APRIL 3, 2018 REGULAR BOARD MEETING**

Supervisor Stumbo called the meeting to order at approximately 7:00 p.m. in the Ypsilanti Township Civic Center Board Room, 7200 S. Huron River Drive, Ypsilanti Township. The Pledge of Allegiance was recited followed by a moment of silent prayer.

Members Present: Supervisor Brenda L. Stumbo, Clerk Lovejoy Roe, Treasurer Doe, Trustees: Stan Eldridge, Heather Jarrell Roe, Monica Ross-Williams, and Jimmie Wilson, Jr.

Members Absent: none

Legal Counsel: Wm. Douglas Winters

PUBLIC COMMENTS

Ms. Kaiser, Township Resident stated she would encourage everyone to vote for the millage for the Fire Department.

Mr. Hodak, Township Resident stated it appeared to him that almost everyone he has spoken to in the Township, lawmaking body and residents are in agreement with him that the Township needs to adopt a snow ordinance. Mr. Hodak gave examples on how this ordinance would work.

Ms. Kaiser, Township Resident stated she was against the snow ordinance in neighborhoods.

CONSENT AGENDA

A. MINUTES OF THE MARCH 20, 2018 WORK SESSION AND REGULAR MEETING

B. STATEMENTS AND CHECKS

1. STATEMENTS AND CHECKS FOR APRIL 3, 2018 IN THE AMOUNT OF \$507,802.62

A motion was made by Treasurer Doe, supported by Trustee Eldridge to Approve the Consent Agenda.

The motion carried unanimously.

ATTORNEY REPORT

A. GENERAL LEGAL UPDATE – given at the work session

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE APRIL 3, 2018 REGULAR BOARD MEETING
PAGE 2**

OLD BUSINESS

- 1. RESOLUTION 2018-06, APPROVAL OF THE WASHTENAW COUNTY SOLID WASTE MANAGEMENT PLAN 2017 AMENDMENT (TABLED AT THE MARCH 6, 2018 REGULAR MEETING)**

A motion was made by Clerk Lovejoy Roe, supported by Trustee Eldridge to remove from Table.

The motion carried unanimously.

A motion was made by Clerk Lovejoy Roe, supported by Trustee Jarrell Roe to Approve Resolution 2018-06, Approval of the Washtenaw County Solid Waste Management Plan 2017 Amendment (see attached).

The motion carried unanimously.

NEW BUSINESS

- 1. BUDGET AMENDMENT #7**

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to Approve Budget Amendment #7 (see attached).

The motion carried unanimously.

- 2. REQUEST APPROVAL OF PROFESSIONAL SERVICES AGREEMENT WITH OHM FOR PROPOSAL FOR PLAYSCAPE LAYOUT AND BID PACKAGE PREPARATION AND LANDSCAPE ARCHITECTURE SERVICES FOR FORD LAKE PARK, NORTH BAY PARK, AND LOONFEATHER POINT PARK IN A NOT TO EXCEED AMOUNT OF \$16,740.00 BUDGETED IN LINE ITEM #212-212-000-931-775**

A motion was made by Clerk Lovejoy Roe, supported by Trustee Ross-Williams to Approve the Professional Services Agreement with OHM for Proposal for Playscape Layout and Bid Package Preparation and Landscape Architecture Services for Ford Lake Park, North Bay Park, and Loonfeather Point Park in a Not to Exceed Amount of \$16,740.00 Budgeted in Line Item #212-212-000-931-775 (see attached).

The motion carried unanimously.

- 3. REQUEST APPROVAL OF PROPOSAL FROM CARLISLE WORTMAN ASSOCIATES, INC. FOR UPDATE OF PARKS AND RECREATION MASTER PLAN**

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE APRIL 3, 2018 REGULAR BOARD MEETING
PAGE 3**

**IN AN AMOUNT NOT TO EXCEED \$19,795.00 BUDGETED IN LINE ITEM
#212-212-000-801-000**

A motion was made by Trustee Eldridge, supported by Trustee Ross-Williams to Approve the Proposal From Carlisle Wortman Associates, Inc. for the Update of Parks and Recreation Master Plan in an Amount Not to Exceed \$19,795.00 Budgeted in Line Item #212-212-000-801-000 (see attached).

The motion carried unanimously.

- 4. REQUEST OF BRIAN MCCLEERY, ASSISTANT ASSESSOR FOR AUTHORIZATION TO ENTER INTO NEGOTIATIONS TO SELL YPSILANTI TOWNSHIP OWNED PROPERTY LOCATED AT 138 S. HARRIS ROAD PARCEL ID K#11-10-180-007**

A motion was made by Treasurer Doe, supported by Clerk Lovejoy Roe to Table this request until next meeting.

The motion carried unanimously.

- 5. REQUEST OF MICHAEL SARANEN, HYDRO OPERATIONS FOR APPROVAL OF SERVICE CONTRACT WITH US ECOLOGY FOR INDUSTRIAL CLEANING AND CONFINED SPACE SERVICES AT THE HYDRO STATION IN AMOUNTS DETAILED IN THE QUOTES BUDGETED IN LINE ITEM #252-252-000-818-013(see Attached)**

A motion was made by Trustee Wilson, supported by Trustee Jarrell Roe to Approve Request of Michael Saranen, Hydro Operations for Approval of Service Contract with US Ecology for Industrial Cleaning and Confined Space Services at the Hydro Station in Amounts Detailed in the Quotes Budgeted in Line Item #252-252-000-818-013.

The motion carried unanimously.

- 6. REQUEST OF MIKE RADZIK, OCS DIRECTOR FOR AUTHORIZATION TO SEEK LEGAL ACTION IF NECESSARY TO ABATE PUBLIC NUISANCE FOR PROPERTY LOCATED AT 167 N. FORD BLVD IN THE AMOUNT OF \$10,000.00 BUDGETED IN LINE ITEM #101-950-000-801-023**

A motion was made by Treasurer Doe, supported by Trustee Jarrell Roe to Approve Request of Mike Radzik, OCS Director for Authorization to Seek Legal Action if Necessary to Abate Public Nuisance for Property Located at 167 N. Ford Blvd in the Amount of \$10,000.00 Budgeted in Line Item #101-950-000-801-023.

The motion carried unanimously.

- 7. RESOLUTION 2018-08, TEMPORARY ROAD CLOSURE REQUEST FOR OBERUN 5K ON JULY 20, 2018**

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE APRIL 3, 2018 REGULAR BOARD MEETING
PAGE 4**

A motion was made by Clerk Lovejoy Roe, supported by Trustee Eldridge to Approve Resolution 2018-08, Temporary Road Closure Request for Oberun 5k on July 20, 2018 (see attached).

The motion carried unanimously.

8. RESOLUTION 2018-09, TEMPORARY ROAD CLOSURE REQUEST FOR RUNNING FIT "RUN SCREAM RUN" 5K, 10K, AND KID'S MILE RUN ON OCTOBER 13, 2018

A motion was made by Trustee Jarrell Roe, supported by Trustee Eldridge to Approve Resolution 2018-09, Temporary Road Closure Request for Running Fit "Run Scream Run" 5K, 10K, and Kid's Mile Run on October 13, 2018 (see attached).

The motion carried unanimously.

9. REQUEST AUTHORIZATION TO APPLY AND ACCEPT THE COMMUNITY TOURISM ACTION PLAN (CTAP) GRANT FROM THE WASHTENAW COUNTY VISITORS AND CONVENTION BUREAU IN THE AMOUNT OF \$10,000.00 WITH A CONTRIBUTING MATCH FROM YPSILANTI TOWNSHIP IN THE AMOUNT OF \$2,000.00 FOR WAYFINDING SIGNAGE BUDGETED IN LINE ITEM #212-970-000-975-170

A motion was made by Treasurer Doe, supported by Trustee Wilson to Approve the Request for Authorization to Apply and Accept the Community Tourism Action Plan (CTAP) Grant From the Washtenaw County Visitors and Convention Bureau in the Amount of \$10,000.00 with a contributing Match From Ypsilanti Township in the Amount of \$2,000.00 for Wayfinding Signage Budgeted in Line Item #212-970-000-975-170 (see attached).

The motion carried unanimously.

OTHER BUSINESS

A motion was made by Trustee Eldridge, supported by Trustee Ross-Williams to take Legal Action if Necessary to Abate the Public Nuisance for the Properties located at 1633 Knowles, also Known as Kettering School and 181 Oregon, also Known as Thurston School.

The motion carried unanimously.

A motion was made by Treasurer Doe, supported by Trustee Eldridge to Adjourn.

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE APRIL 3, 2018 REGULAR BOARD MEETING
PAGE 5**

The meeting was adjourned at 7:18 p.m.

Respectfully Submitted,

Brenda L. Stumbo, Supervisor
Charter Township of Ypsilanti

Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

Charter Township of Ypsilanti

RESOLUTION NO. 2018-06

A Resolution to Approve the Washtenaw County Solid Waste Management Plan 2017 Amendment

WHEREAS, Part 115 of the Natural Resources and Environmental Protection Act, 194 PA 451, as enforced by the Michigan Department of Environmental Quality (MDEQ), requires each Michigan County to have a Solid Waste Management Plan to assure that solid waste generated in the county is collected and recovered, processed or disposed of for a ten-year period at facilities that comply with state laws and rules; and

Whereas, in furtherance of the statutory requirements, the Washtenaw County Board of Commissioners appointed a 14-member Solid Waste Planning Committee in August 2015 to amend Washtenaw County's 1999 Solid Waste Management Plan; and

Whereas, pursuant to Michigan statute, the draft Solid Waste Management Plan amendment was opened to a lengthy and robust public comment period, held from April through October 2017; and

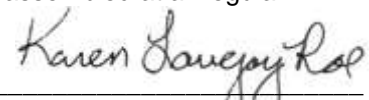
Whereas, the Plan language promotes municipal and residential coordination and collaboration with Washtenaw County to provide integrated solid waste management programs and policies that emphasize waste prevention, reduction, recycling and composting; and

Whereas, on December 6, 2017, the Washtenaw County Solid Waste Management Plan 2017Amemdneemt was formally approved by the Washtenaw County Board of Commissioners and will next be presented to the twenty-eight jurisdictions within Washtenaw County for their consideration and action for approval prior to submittal to the Michigan Department of Environmental Quality for final approval.

Now, Therefore, Be It Resolved, that the Charter Township of Ypsilanti supports the Washtenaw County Solid Waste Management Plan 2017 Amendment; and

Be It Further Resolved, that the Charter Township of Ypsilanti approves the Washtenaw County Solid Waste management Plan 2017 Amendment, and supports the Plan being submitted to the submitted to the Michigan Department of Environmental Quality for final approval.

I, Karen Lovejoy Roe, Clerk of the Charter Township of Ypsilanti, County of Washtenaw, State of Michigan hereby certify the above resolution is a true and exact copy of Resolution No. 2018-06 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on April 3, 2018.



Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

**CHARTER TOWNSHIP OF YPSILANTI
2018 BUDGET AMENDMENT #7**

April 3, 2018

AMOUNTS ROUNDED TO THE NEAREST DOLLAR

212 - BIKE, SIDEWALK, REC, ROADS GENERAL FUND (BSRII)	Total Increase	<u><u>\$12,000.00</u></u>
--------------------------------------------------------------	-----------------------	----------------------------------

Request to set up two new budget lines to track the Washtenaw County Convention and Visitor's Bureau - Community Tourism Action Plan (CTAP) Wayfinding Project grant. The total project will be \$12,000 for signs in the community with a grant reimbursement for \$10,000. The Township's \$2,000 portion will be funded by an Appropriation of Prior Year Fund Balance with \$10,000 funded by the grant.

Revenues:	Prior Year Fund Balance	212-000-000-699.000	\$2,000.00
	WCCVB-CTAP WAYFINDING PROJECT	212-000-000-575.000	<u>\$10,000.00</u>
		Net Revenues	<u><u>\$12,000.00</u></u>

Expenditures:	WCCVB-CTAP WAYFINDING GRANT	212-970-000-975.170	\$12,000.00
		Net Expenditures	<u><u>\$12,000.00</u></u>

Motion to Amend the 2018 Budget (#7):

Move to increase the Bike, Sidewalk, Rec, Roads, General (BSRII) Fund budget by \$12,000 to \$1,779,163 and approve the department line item changes as outlined.



March 20, 2018

Ms. Brenda Stumbo
Township Supervisor
Charter Township of Ypsilanti
7200 S. Huron River Drive
Ypsilanti, MI 48197

RE: Proposal for Playscape Layout and Bid Package Preparation
Professional Engineering and Landscape Architecture Services

Dear Ms. Stumbo:

Thank you for the opportunity to submit this proposal to provide Professional Engineering and Landscape Architecture Services for Ford Lake Park, North Bay Park, and Loon Feather Point Park. These improvements are being performed at several different parks to replace and/or upgrade the current play structures for overall structure functionality improvements and safety.

This proposal provides key personnel and project manager contact information as well as project understanding, deliverables, schedule, and fee estimation.

PROJECT UNDERSTANDING

The project consists of laying out different variations of play structures at three (3) different Township Parks – Ford Lake Park, North Bay Park and Loon Feather Point Park (off Grove Road). The Township also collected quotes from three (3) different vendors and received quotes that ranged significantly. The Township has requested OHM Advisors' assistance to prepare a combined bid package for consistency with bids and optimize efficiency as well as gain an economy of scale with all three areas being bid together. Overall, there will be a total of five (5) new structures, three of which are smaller structures proposed for Ford Lake Park.

OHM Advisors has been asked to review the documentation provided by the Township, meet with Township staff, and outline the details needed for bidding to prepare a package to bid publicly. It is understood that the Township staff will be taking on some of the tasks such as field layout, site preparation and clearing, the majority of field observation as well as contract administration during the construction phase. OHM will provide services as needed during the construction phase.

We offer the scopes of services for the completion of this project. This proposal outlines information for project scope, deliverables, and schedule, as well as any assumptions that were made.

SCOPE

As described below this scope is limited to the following areas:

- Ford Lake Park – Three (3) Playscapes (smaller variety) located near the Beach, Shelter #2, and Shelter #3. Miscellaneous earth balancing may be required.



- Loon Feather Point Park – Replace one (1) existing structure with a larger Playscape structure. Remove swings down the hill (performed by Township). There is potential for minor tree removal.
- North Bay Park – Replace one (1) existing structure with a larger Playscape structure in the same location.

Task 1 - Kickoff meeting and review of Township materials

A kickoff meeting will be scheduled once we have reviewed materials. The external meeting will require a site visit follow-up to review details and program elements requested by the Township. Estimated hours are outlined below:

- Internal kick off (held on 3/15/18) – 1 hour
- Site meeting/Kickoff with Township staff – 4 hours
- Review information provided and identify program elements for each site - 4 hours

Task 2 – Field data collection and layout

Upon completion of the onsite meeting with Township staff, our staff will measure and identify key elements on a map to include in the specifications. This may include measuring by hand or use of a GPS device. We anticipate 8 hours of effort for this task.

Task 3 – Preliminary and Final Specifications and Final Bid Package Assembly

In order to develop the necessary specifications, OHM will follow the Charter Township of Ypsilanti Engineering Standards and Design Specifications. These specifications will pertain to specific items relevant to this project as well as the special instructions to bidders, supplemental specifications, and a method of payment for the contractor's use. The bid package will require the necessary bonding, prevailing wage information, and insurance requirements as well as a bid form that will allow the Township to compare bids on an "apples to apples" basis. After completion of the design, the Township will be provided with two (2) hard copies of the package for review along with an updated final engineer's opinion of probable cost. Final adjustments to the package will then be made based on Township comments prior to advertising and bidding. Specific task items and estimated hours are outlined below:

- PDF/Technical section preparation to identify play structure locations – 8 Hours
- Identify play structure elements and prelim surface details – 10 hours
- Meet with Township to verify layout and assumptions – 2 hours
- Finalize PDF graphics & organize layout – 12 hours
- Finalize specs & details – 12 hours

Task 4 – Bidding

The final bid package will be provided to the Township to be posted on the Michigan Inter-governmental Trade Network (MITN). OHM will conduct the bid process and conduct a bid opening. OHM can also hold an onsite pre-bid conference with potential bidders if requested by the Township and if the schedule allows. OHM will address any questions and/or any Requests for Information (RFI's) received by the bidding contractors during the bid phase. OHM will hold a bid opening at the Township on the date specified in the bid documents. Bids will be received, read aloud, collected, tabulated, and reviewed. A letter recommending which contractor would best be suited to construct the project will then be provided to the Township for their use. We have assumed 24 hours for this task. Overall project management of the tasks above are also included in this time.

Task 5 – Construction Oversight Assistance – As-needed

While we anticipate the Township to take the lead on administering the contract and providing project oversight, we also foresee that OHM will be needed on a limited basis to assist with interpreting contract documents, assisting with layout, answering RFI's and/or reviewing shop drawings, and attending progress or preconstruction meetings. We have set this up as an hourly budget to assist when requested by the Township staff assigned to this project and



feel that we can assist within the budget provided. This task would also allow us to assist with the final execution of the contract and verification of proper closeout.

DELIVERABLES

Task	Deliverable
Task 3	Bidding and Design Package
Task 4	Final Bidding Package (Reviewed by Township Attorney)
Task 4	Recommendation of Award Letter

KEY PERSONNEL

This project team has been specifically selected to best meet the technical aspects of the design and facilitate coordination with the Township. G2 Consulting Group will offer geotechnical services if needed. Below is a list of key personnel and their role on this project.

Project Team Members	Role on Project	Specific Duties
Matthew Parks, PE	Project Manager	Client Contract
Ben Weaver, RLA, ASLA	Landscape Architect	Project Manager and Lead design
Sarah Huddas	Urban Designer	Project design

ASSUMPTIONS/CLARIFICATIONS

- ▶ Construction oversight assistance would be hourly and only as requested by Township staff. The proposed budget will be monitored and if additional assistance is needed beyond the budget outlined, OHM will formerly request a budget amendment through the Township Board.
- ▶ Design beyond the Playscape layout is not included. Additional design to address drainage issues, parking lot modifications, pedestrian walkways, landscaping, etc. is not included in the scope of services.
- ▶ Survey staking and topographic survey is not included
- ▶ Any additional tasks outside of the above scope of services can be conducted at an hourly rate or as negotiated between the Township and OHM Advisors (OHM). Additional work will not be conducted prior to Township authorization.
- ▶ Any meetings in addition to the meetings outlined in the above scope are not included in the scope of services but can be attended upon request. Time spent for these meetings will be charged on an hourly basis.

FEE

OHM Advisors will invoice the Charter Township of Ypsilanti for the above stated services on an hourly not-to-exceed basis, in accordance with our 2015 Rate Schedule. Invoices will be sent monthly as work is performed.

Design Tasks	Design Fee
Task 1	\$1,180.00
Task 2	\$1,000.00
Task 3	\$5,360.00
Task 4	\$3,200.00
<u>Task 5 (as needed)</u>	<u>\$6,000.00</u>
Total	\$16,740.00 (Hourly – NTE)

The total fee is estimated to be \$16,740.00. Additional services can be provided on a time and material basis, as requested.



ACCEPTANCE

If this proposal is acceptable to you, a signature on the enclosed copy of this letter and initials on the contract terms and conditions will serve as our authorization to proceed.

Thank you for giving us the opportunity to present this proposal to you. We look forward to working with you throughout this project.

Sincerely,
OHM Advisors

Matthew D. Parks
Matthew D. Parks, P.E.

OHM ADVISORS
CONSULTANT

Charter Township of Ypsilanti
CLIENT

(Signature)
(Name)
(Title)
(Date)

Matthew D. Parks, P.E.
Principal in Charge

Brenda L. Stumbo
Ms. Brenda Stumbo
Township Supervisor
April 4, 2018

(Signature)
(Name)
(Title)
(Date)

Karen Lovejoy Roe
Ms. Karen Lovejoy Roe
Township Clerk
April 4, 2018



Carlisle | Wortman
ASSOCIATES, INC.

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

March 26, 2018

Brenda Stumbo
Township Supervisor
Ypsilanti Township
Tilden R. Stumbo Civic Center
7200 South Huron River Drive
Ypsilanti, Michigan 48197

RE: Proposal of Services for Recreation Plan Update

Dear Ms. Stumbo:

Carlisle/Wortman Associates is pleased to submit a proposal of services to update your Recreation Plan. Our previous work with the Township and our recreation planning experience makes us well-qualified to assist you in the development of this plan. In addition, we are well-acquainted with the current Michigan Department of Natural Resources (MDNR) requirements for recreation plan and grant application submittals. We propose for the Ypsilanti Township Park Commission to have an active role by serving as the advisory committee in the planning process.

We are enclosing a work plan, timeline, and fees for your review. While the deadline for submission of Recreation Master Plans is March 1, 2019, the MDNR accepts plans throughout the year. We are proposing to complete the plan well before March 1, 2019, which affords plenty of time to coordinate and submit for next year's round of grant applications.

If the Township prefers to have CWA present at additional meetings, the time will be billed at our standard hourly rates.

We appreciate the opportunity to submit this proposal.

Sincerely,

CARLISLE/WORTMAN ASSOCIATES, INC.

CARLISLE/WORTMAN ASSOC., INC.
Benjamin R. Carlisle, AICP, LEED AP
Principal

CARLISLE/WORTMAN ASSOC., INC.
Chris Nordstrom, PLA, ASLA
Landscape Architect

The Charter Township of Ypsilanti Parks and Recreation Master Plan Work Plan, Timeline, and Fees

The object of this project is to update the Ypsilanti Township Parks and Recreation Master Plan and prepare a document that will both act as a useful tool for the Township and meet the requirements set forth by the Michigan Department of Natural Resources (MDNR). The primary goal of the Master Plan is to provide a clear direction for the Parks and Recreation over the next five years and to articulate a vision for long-term development of recreation in the community.

Project Highlights

The main tasks of the Master Plan include:

- An updated community profile,
- The formulation of recreation goals and objectives for the community as well as a specific capital improvement schedule including costs, and
- Implementation strategies addressing priority and funding.

The following work plan details the tasks described above. In addition, a timeline with fees further describes when each task would be completed.

W o r k P l a n

1. Community Profile

- Update the demographic, physical, and land use characteristics of the community using US Census and other available information.
- Update the description of the current administrative structure of the Township and the role of recreation in the community. This will include a description of the volunteers and any partnerships with other organizations such as schools or private recreation providers.
- Acquire current GIS data and aerial imagery and prepare updated local and regional inventory maps.

2. Recreation Inventory

- Update the description of the Township's recreation and trail facilities, as well as the recreation facilities of nearby communities, the county, and schools. Input from Township staff and Park Commission will be used.
- Analyze the inventory data along with the community description and formulate conclusions regarding opportunities and needs for the community's recreation system. The analysis will also provide a comparison to national recreation standards.
- Assist Township staff with ADA assessment of recreation facilities.

3. Public Participation and Needs Assessment

The MDNR requires all communities receive input from their constituents as part of the planning process. With this in mind, we suggest the following:

- Work with the Ypsilanti Township Park Commission, who will serve as the advisory committee for the planning process.
- Conduct an Open House to receive input from residents on desired Township recreation improvements and invite community interest groups such as sports organizations, seniors, and other community stakeholders. The open house will serve to define the goals and objectives of the plan and establish priorities for future direction. Township staff will be responsible for advertising the open house; CWA will help facilitate the meeting.
- Create and monitor an online survey to be hosted on Survey Monkey. CWA will set up the survey and analyze the results and provide it to Township staff to help further inform the decision making process.

4. Master Plan

- Develop draft plan using MDNR guidelines.
- Submit draft plan to the Park Commission for review and comments. Revise draft accordingly.
- Submit draft plan for the 30-day public review.
- Receive comments, discuss revisions, and submit for approval to the Park Commission.
- Public hearing at a Township Board of Trustees meeting followed by Plan adoption.
- Assemble adoption papers and prepare certification checklist.
- Submit plan to regional and county agencies.
- Submit final plan to MDNR.

This last task will be done with assistance from Township staff for preparing and publishing notices in local newspaper, the Township website, social media, and other locations.

T i m e l i n e

The proposed timeline below can be adjusted to best meet the needs of Township staff and other stakeholders, although leaving ample time for public commentary is strongly encouraged.

April 2018	KO	<ul style="list-style-type: none">• Kick Off On-site kick-off meeting with Park Commission and staff to discuss plan, tour/photograph facilities, and complete ADA assessment. Complete community profile and recreation inventory using information from staff. Create and begin collecting data via online survey.• Mailing CWA will assist the Township in the creation of a mailing to be sent describing Recreation Plan update and announcing upcoming open house and meeting dates.
May 2018 (To be determined)	OH	<ul style="list-style-type: none">• Open House CWA to facilitate Open House to receive input from residents, community interest groups, and other community stakeholders. Assist staff with preparation of advertising for Open House.
June 2018		<ul style="list-style-type: none">• Prepare complete draft report and submit to Park Commission for review; revise accordingly.
July 2018 (To be determined)	PC	<ul style="list-style-type: none">• Park Commission Meeting Review draft document and discuss any changes. Action requested: Approve draft plan for public review.• 30-day public review of draft plan The draft master plan is made available for public review at several locations in the community. A notice of the availability of draft plan for public review and comment must be published in local newspaper and incorporated in the Plan.

September 2018
(To be determined)

PC

- **Park Commission Meeting**

Receive comments and discuss any needed revisions.

Action requested: Formal approval and recommendation for Township Board adoption. *Note that formal approval must be granted **after** the completion of the 30-day community review process.*

September 2018

PH

- **Township Board of Trustees Meeting**

Public Hearing. The public hearing must be published in accordance with the Open Meetings Act, at least fifteen days prior to the meeting in at least one newspaper with a general circulation. The notice and minutes of the public hearing need to be incorporated in the plan.

Township Board of Trustees Meeting. Adoption of the plan.

Action Requested: Adoption of the Master Plan after the public hearing conditional upon any potential changes resulting from the public hearing.

October 2018

- **Submit Plan to MDNR.** Upload final document to MDNR system prior to March 1, 2019 deadline.

PC: Parks Commission Meeting

PH: Public Hearing – Township Board Adoption

KO: Kick-off Meeting

OH: Open House

F e e s


Task	Principal Ben Carlisle (hours)	Project Manager Megan Masson- Minock (hours)	Project Planner Chris Nordstrom (hours)	GIS / Graphics Planner	Support Staff
Project Initiation – Kickoff Meeting, Parks tour & photographs, ADA Assessment	4	4	16	-	4
Community Description	2	12	4	4	4
Recreation / Resource Inventory	2		16	16	-
Public Participation and Needs Assessment	8	22	20	12	-
Master Plan	4	10	30	30	8
Total Hours	20	48	86	62	16
Hourly Rate	\$105/hr.	\$92.50/hr.	\$92.50/hr.	\$70/hr.	\$60/hr.
Fee	\$2,100	\$4,440	\$7,955	\$4,340	\$960

Project Cost Not to Exceed:

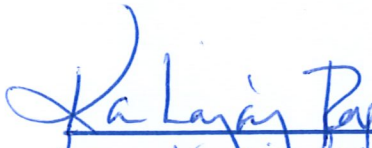
\$ 19,795

Meetings: Five meetings are included in the proposal: a kickoff meeting / park tour, two Parks Commission meetings, a Community Open House, and a Public Hearing/Adoption meeting with the Township Board. Additional meetings can be accommodated as needed and will be billed at hourly rates.

Proposal accepted by:


Signature _____ Date April 4, 2018
Brenda Stumbo
Township Supervisor
Ypsilanti Charter Township

Signature _____ Date _____
Ben Carlisle, AICP
Principal
Carlisle/Wortman Associates, Inc.


Signature _____ Date April 4, 2018
Karen Lougheed
Township Clerk
Charter Twp. of Ypsilanti

CHARTER TOWNSHIP OF YPSILANTI

RESOLUTION NO. 2018-08

RESOLUTION REGARDING TEMPORARY ROAD CLOSURE

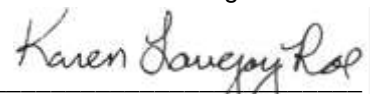
Resolution authorizing the temporary road closure of Merritt Road between Munger and Stoney Creek for runners to cross Merritt Road at Wiard's Orchard to enter Rolling Hills on Friday, July 20, 2018 from 6:30 p.m. to 7:15 p.m. for the Oberun 5K to benefit Karen's Trail/Friends of the Border to Border Trail.

WHEREAS, the Charter Township of Ypsilanti Board of Trustees has approved the temporary closure of Ypsilanti Township roads as indicated above; and

WHEREAS, the Driveways, Banners, and Parades Act 200 of 1969 requires the Township to authorize an official designated by resolution to make such request from the Road Commission.

NOW THEREFORE, BE IT RESOLVED that the Township of Ypsilanti Board of Trustees designates and agrees that Randal Step, owner R.F. Events be the authorized official designee in this instance, when application is made to the Washtenaw County Road Commission for this temporary road closure.

I, Karen Lovejoy Roe, Clerk of the Charter Township of Ypsilanti, County of Washtenaw, State of Michigan hereby certify the above resolution is a true and exact copy of Resolution No. 2018-08 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on April 3, 2018.



Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

CHARTER TOWNSHIP OF YPSILANTI

RESOLUTION NO. 2018-09

RESOLUTION REGARDING TEMPORARY ROAD CLOSURE

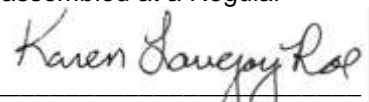
Resolution authorizing the temporary road closure of Merritt Road between Munger and Stoney Creek for runners to cross Merritt Road at Wiard's Orchard on Saturday, October 13, 2018 from 8:30 a.m. to 11:00 a.m. for the Run Scream Run 5K, 10K and Kid's Mile to benefit the March of Dimes of Southeastern Michigan.

WHEREAS, the Charter Township of Ypsilanti Board of Trustees has approved the temporary closure of Ypsilanti Township roads as indicated above; and

WHEREAS, the Driveways, Banners, and Parades Act 200 of 1969 requires the Township to authorize an official designated by resolution to make such request from the Road Commission.

NOW THEREFORE, BE IT RESOLVED that the Township of Ypsilanti Board of Trustees designates and agrees that Randal Step, owner R.F. Events be the authorized official designee in this instance, when application is made to the Washtenaw County Road Commission for this temporary road closure.

I, Karen Lovejoy Roe, Clerk of the Charter Township of Ypsilanti, County of Washtenaw, State of Michigan hereby certify the above resolution is a true and exact copy of Resolution No. 2018-09 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on April 3, 2018.



Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

Supervisor
BRENDA L. STUMBO
Clerk
KAREN LOVEJOY ROE
Treasurer
LARRY J. DOE
Trustees
STAN ELDRIDGE
HEATHER ROE
MONICA ROSS-WILLIAMS
JIMMIE WILSON



ACCOUNTING DEPT

7200 S. Huron River Drive
Ypsilanti, MI 48197
Phone: (734) 484-3702
Fax: (734) 484-5154

Charter Township of Ypsilanti

STATEMENTS AND CHECKS

APRIL 17, 2018 BOARD MEETING

ACCOUNTS PAYABLE CHECKS -	\$	881,639.07
HAND CHECKS -	\$	309,831.35
CREDIT CARD PURCHASES-	\$	<u>7,137.48</u>
GRAND TOTAL -	\$	1,198,607.84

Clarity Health Care Deductible – MARCH 2018

ACH EFT -	\$	62,059.56
ADMIN FEE -	\$	1,077.00

Check Date	Check	Vendor Name	Amount
<i>HAND Checks</i>			
Bank AP AP			
03/28/2018	178167	AT & T	165.62
03/28/2018	178168	COMCAST CABLE	646.79
03/28/2018	178169	DTE ENERGY**	74,934.17
03/28/2018	178170	GUARDIAN ALARM	3,645.00
03/28/2018	178171	VERIZON WIRELESS	2,284.75
03/28/2018	178172	VERIZON WIRELESS	472.87
03/28/2018	178173	WEX BANK	2,060.46
03/28/2018	178174	WINDSTREAM	428.64
03/28/2018	178175	DIRECT FITNESS SOLUTIONS	900.25
03/28/2018	178176	YPSILANTI COMMUNITY	3,004.12
03/20/2018	178177	NAPA AUTO PARTS	308.49
03/29/2018	178178	BLUE CROSS BLUE SHIELD OF MI	144,422.78
03/29/2018	178179	BLUE CROSS BLUE SHIELD OF MI	35,837.76
03/29/2018	178180	DELTA DENTAL PLAN OF MICHIGAN	13,133.88
03/29/2018	178181	DTE ENERGY	5,667.80
03/29/2018	178182	STANDARD INSURANCE COMPANY	5,031.40
03/29/2018	178183	VERIZON WIRELESS	161.98
03/29/2018	178184	VISION SERVICE PLAN	2,737.32
04/10/2018	178185	CLEAR RATE COMMUNICATIONS, INC	838.75
04/10/2018	178186	COMCAST BUSINESS	1,239.00
04/10/2018	178187	COMCAST CABLE	50.19
04/10/2018	178188	COMCAST CABLE	124.85
04/10/2018	178189	COMCAST CABLE	114.85
04/10/2018	178190	COMCAST CABLE	6,916.86
04/10/2018	178191	GUARDIAN ALARM	1,201.50
04/10/2018	178192	ORCHARD, HILTZ & MCCLIMENT INC	8.00
04/10/2018	178193	VERIZON WIRELESS	232.64
04/10/2018	178194	VERIZON WIRELESS	477.39
04/10/2018	178195	VERIZON WIRELESS	2,232.01
04/10/2018	178196	W.J. O'NEIL COMPANY	415.00
04/10/2018	178197	WASTE MANAGEMENT	136.23

AP TOTALS:

Total of 31 Checks:	309,831.35
Less 0 Void Checks:	0.00
Total of 31 Disbursements:	<u>309,831.35</u>

Check Date	Check	Vendor Name	Amount
Bank AP AP			
04/17/2018	178198	A & R TOTAL CONSTRUCTION, INC.	942.29
04/17/2018	178199	AAATA	83.72
04/17/2018	178200	ABBAY DOOR	185.00
04/17/2018	178201	ACUSHNET COMPANY	1,926.90
04/17/2018	178202	ALLGRAPHICS CORPORATION	738.50
04/17/2018	178203	AMAZON CAPITAL SERVICES	1,939.88
04/17/2018	178204	ANN ARBOR WELDING SUPPLY CO	212.80
04/17/2018	178205	AUTO VALUE YPSILANTI	375.76
04/17/2018	178206	BEST BUY BUS. ADVANTAGE ACCT.	69.98
04/17/2018	178207	CAMPBELL TITLE AGENCY OF MICHIGAN	700.00
04/17/2018	178208	CHELSEA BRODFUEHRER	1,361.25
04/17/2018	178209	CINTAS CORPORATION	1,560.40
04/17/2018	178210	COLD CUT KRUISE	58.80
04/17/2018	178211	COMPLETE BATTERY SOURCE	55.00
04/17/2018	178212	CONGDON'S	52.39
04/17/2018	178213	CONTI	170.00
04/17/2018	178214	CRYSTAL FLASH, INC.	3,412.68
04/17/2018	178215	DAVID HOWEY	60.00
04/17/2018	178216	DAYLAN JACKSON	40.00
04/17/2018	178217	DIANE RADTKE	147.00
04/17/2018	178218	DTE ENERGY COMPANY -	11,640.61
04/17/2018	178219	EMERGENT HEALTH PARTNERS	6,321.07
04/17/2018	178220	FASTENAL	134.21
04/17/2018	178221	FERRELLGAS	24.00
04/17/2018	178222	FRONTIER TRUCK PARTS	878.00
04/17/2018	178223	GOAL SPORTING GOODS	186.82
04/17/2018	178224	GORDON CRUMP	30.00
04/17/2018	178225	GORDON FOOD SERVICE INC.	144.65
04/17/2018	178226	GORNO FORD	36,709.00
04/17/2018	178227	GOVERNMENTAL CONSULTANT SERVICES	2,935.50
04/17/2018	178228	GRAINGER	166.89
04/17/2018	178229	GREAT LAKES TREE SERVICE	375.00
04/17/2018	178230	GREGORY CRUMP	30.00
04/17/2018	178231	HASTINGS AIR-ENERGY CONTROL	189.09
04/17/2018	178232	HAWKER & SON COLLISION	4,069.26
04/17/2018	178233	HERITAGE-CRYSTAL CLEAN, LLC	50.00
04/17/2018	178234	HOME DEPOT	435.47
04/17/2018	178235	HOPPE DESIGN	2,500.00
04/17/2018	178236	ISSUE MEDIA GROUP	12,000.00
04/17/2018	178237	JAMES JOHNSON IV	30.00
04/17/2018	178238	KRISTI TROY	56.68
04/17/2018	178239	LARDNER ELEVATOR COMPANY	210.00
04/17/2018	178240	LARRY DOE	97.76
04/17/2018	178241	LEAH DIEBEL	121.50
04/17/2018	178242	LIGHTING SUPPLY COMPANY	45.95
04/17/2018	178243	LINCOLN SCHOOL DISTRICT	967.78
04/17/2018	178244	LOWE'S	283.01
04/17/2018	178245	LOWER HURON SUPPLY	103.70
04/17/2018	178246	MARK HAMILTON	1,500.00
04/17/2018	178247	MAVERICK ENVIRONMENTAL EQUIPMENT	93,708.00
04/17/2018	178248	MCLAIN AND WINTERS	120,068.77
04/17/2018	178249	MEDA	335.00
04/17/2018	178250	MESSENGER PRINTING	1,686.50
04/17/2018	178251	MICHIGAN LINEN SERVICE, INC.	1,162.88
04/17/2018	178252	NAPA AUTO PARTS	2,123.08
04/17/2018	178253	NFPA	221.45
04/17/2018	178254	OFFICE EXPRESS	312.21
04/17/2018	178255	OKINAWAN KARATE CLUB	783.30
04/17/2018	178256	ORCHARD, HILTZ & MCCLIMENT INC	1,139.00
04/17/2018	178257	PARKWAY SERVICES, INC.	125.00
04/17/2018	178258	PAUL HOWEY	60.00
04/17/2018	178259	PM TECHNOLOGIES, LLC	1,509.00
04/17/2018	178260	PRECISION PLUS PAINTING	200.00
04/17/2018	178261	PRIORITY ONE EMERGENCY	55.99
04/17/2018	178262	PROFESSIONAL PUMP	2,050.00
04/17/2018	178263	RENT A WRECK	327.25
04/17/2018	178264	RESIDEX, LLC	95.00
04/17/2018	178265	SAM'S CLUB DIRECT	93.98
04/17/2018	178266	SERVER SUPPLY INC	70.00
04/17/2018	178267	SHAMROCK FLOORCOVERING SERVICES	3,324.25
04/17/2018	178268	SHANE FITNESS	81.90
04/17/2018	178269	SHRADER TIRE & OIL	128.95
04/17/2018	178270	SITEONE LANDSCAPE SUPPLY, LLC	384.83
04/17/2018	178271	SOUTHERN COMPUTER WAREHOUSE	527.76
04/17/2018	178272	SPARTAN DISTRIBUTORS	6,037.77
04/17/2018	178273	STANTEC	14,396.47
04/17/2018	178274	STANTEC	40,848.26
04/17/2018	178275	STAPLES* - ACCOUNT #1026071	31.47

App checks

Check Date	Check	Vendor Name	Amount
04/17/2018	178276	STERICYCLE INC	192.82
04/17/2018	178277	SUNSHINE MEDICAL	433.00
04/17/2018	178278	THERESE FOOTE	12.60
04/17/2018	178279	TINA HOTCHKISS	700.00
04/17/2018	178280	TODD BARBER	1,600.00
04/17/2018	178281	TRANSUNION RISK & ALTERNATIVE	70.00
04/17/2018	178282	ULLIANCE	902.70
04/17/2018	178283	VALERIE BASS	270.00
04/17/2018	178284	VAN BUREN STEEL & FABRICATING	420.00
04/17/2018	178285	W.J. O'NEIL COMPANY	175.00
04/17/2018	178286	WASHTENAW COMMUNITY COLLEGE#	584.92
04/17/2018	178287	WASHTENAW COUNTY HEALTH DEPT.	251.00
04/17/2018	178288	WASHTENAW COUNTY LEGAL NEWS	475.00
04/17/2018	178289	WASHTENAW COUNTY TREASURER	2,388.87
04/17/2018	178290	WASHTENAW COUNTY TREASURER	11,745.00
04/17/2018	178291	WASHTENAW COUNTY TREASURER#	468,562.50
04/17/2018	178292	WASHTENAW INTERMEDIATE	805.58
04/17/2018	178293	WOLVERINE FREIGHTLINER	15.43
04/17/2018	178294	YPSILANTI COMMUNITY	1,570.33
04/17/2018	178295	YPSILANTI COMMUNITY SCHOOLS - WR	679.44
04/17/2018	178296	YPSILANTI COMMUNITY SCHOOLS - YP	465.61
04/17/2018	178297	YPSILANTI DISTRICT LIBRARY	783.91
04/17/2018	178298	YPSILANTI TOWNSHIP PETTY CASH	110.37
04/17/2018	178299	YSHELU JOHNSON	74.25
04/17/2018	178300	ZEP SALES & SERVICE	134.37

AP TOTALS:

Total of 103 Checks:	881,639.07
Less 0 Void Checks:	0.00
Total of 103 Disbursements:	881,639.07

Check Date	Check	Vendor Name	Description	Amount
Bank CARDS COMERICA COMMERICAL CARD				
04/17/2018	30(E)	COMERICA BANK	1249 LEFORGE CAMERA 8529102330389080	448.70
			669 WORBUN DR 8529-10-233-0387209	259.70
			GROUPS MAINTENANCE	18.78
			REPLACEMENT LIGHT AND BULB FOR FLP HOUSE	145.46
			CLEANING SUPPLIES	10.60
			RACKSTATION RS818+?/?RS818RP+	154.99
			RACKSTATION RS818+?/?RS818RP+	1,210.99
			RACKSTATION RS818+?/?RS818RP+	1,595.96
			GOVERNMENTAL DUES (CREDIT CARD USE)	135.00
			REGISTRATION FOR CERTIFIED PLAYGROUND SA	1,105.00
			YOUTH DANCE TIGHTS FOR VIOLET (STUDENT)	6.61
			CONFERENCE REGISTRATION FOR MONICA ROSS-	418.00
			ADVERTISEMENT FOR THE ECONOMIC DEVELOPME	425.00
			ANNUAL LASTPASS RENEWAL	100.80
			ANNUAL TRELLO SUBSCRIPTION	711.73
			STANDUP DESK	312.00
			HOSTED ZIMBRA MAIL SERVICES	38.61
			HOSTED ZIMBRA MAIL SERVICES	39.55
				<u>7,137.48</u>

CARDS TOTALS:

Total of 1 Checks:	7,137.48
Less 0 Void Checks:	0.00
Total of 1 Disbursements:	<u>7,137.48</u>

OFFICE OF THE TREASURER
LARRY J. DOE



MONTHLY TREASURER'S REPORT
March 1, 2018 THROUGH March 28, 2018

<u>Account Name</u>	<u>Beginning Balance</u>	<u>Cash Receipts</u>	<u>Cash Disbursements</u>	<u>Ending Balance</u>
101 - General Fund	4,142,173.63	2,613,110.50	2,877,124.53	3,878,159.60
101 - Payroll	118,044.98	607,958.20	596,756.22	129,246.96
101 - Willow Run Escrow	143,119.42	48.62	0.00	143,168.04
206 - Fire Department	122,038.74	262,622.80	343,323.71	41,337.83
208 - Parks Fund	25,349.70	25.79	256.89	25,118.60
212 - Roads/Bike Path/Rec/General Fund	346,238.72	2,558.31	150,450.00	198,347.03
226 - Environmental Services	1,159,215.67	1,326.37	188,590.60	971,951.44
230 - Recreation	31,779.90	124,676.06	51,080.31	105,375.65
236 - 14-B District Court	189,097.33	199,404.42	124,828.66	263,673.09
244 - Economic Development	67,896.34	69.56	0.00	67,965.90
248 - Rental Inspections	103,888.18	11,359.70	20,262.41	94,985.47
249 - Building Department Fund	1,001,249.55	77,833.21	42,459.35	1,036,623.41
250 - LDFA Tax	19,441.18	19.93	0.00	19,461.11
252 - Hydro Station Fund	565,767.42	44,043.09	55,555.65	554,254.86
266 - Law Enforcement Fund	887,211.37	12,902.15	549,919.48	350,194.04
397 - Series "B" Cap. Cost of Funds	47,594.29	47.98	2,000.00	45,642.27
398 - LDFA 2006 Bonds	332,907.21	340.95	0.00	333,248.16
584 - Green Oaks Golf Course	26,400.94	83,824.71	20,541.32	89,684.33
590 - Compost Site	727,213.43	4,753.56	14,760.00	717,206.99
595 - Motor Pool	254,182.96	343.21	2,279.75	252,246.42
701 - General Tax Collection	31,986.39	75,920.19	0.00	107,906.58
703 - Current Tax Collections	19,145,392.33	699,607.76	332,781.31	19,512,218.78
707 - Bonds & Escrow/GreenTop	1,540,817.55	267,498.77	170,181.29	1,638,135.03
708 - Fire Withholding Bonds	86,442.47	27.26	12,056.00	74,413.73
893 - Nuisance Abatement Fund	66,170.55	480.37	4,809.20	61,841.72
ABN AMRO Series "B" Debt Red. Cap.Int.	0.00	0.00	0.00	0.00
GRAND TOTAL	31,181,620.25	5,090,803.47	5,560,016.68	30,712,407.04

ATTORNEY REPORT

GENERAL LEGAL UPDATE

OLD BUSINESS

Zimbra**Istanfield@ytown.org**

**Re: Request to Enter into Negotiations to Sell 138 S.
Harris - Tabled 4-3-18**

From : Brian McCleery
<bmcclery@ytown.org>

Fri, Apr 06, 2018 11:34 AM

Subject : Re: Request to Enter into
Negotiations to Sell 138 S.
Harris - Tabled 4-3-18**To :** Lisa Garrett Stanfield
<Istanfield@ytown.org>**Cc :** Linda Gosselin
<lgosselin@ytown.org>,
Karen Lovejoy Roe
<klovejoyroe@ytown.org>,
Brenda Stumbo
<bstumbo@ytown.org>

Lisa, Per conversations with Linda and Brenda on this property, please remove this request from the agenda. As circumstances change, we may resubmit the Request to Negotiate at a later time.

Thanks You,

Brian

Brian McCleery
Assistant Assessor

Ypsilanti Township
734-487-4927

----- Original Message -----

From: "Lisa Garrett Stanfield"

<lstanfield@ytown.org>

To: "Brian McCleery" <bmcclery@ytown.org>

Cc: "Linda Gosselin" <lgosselin@ytown.org> ,

"Karen Lovejoy Roe" <klovejoyroe@ytown.org>

Sent: Wednesday, April 4, 2018 9:34:06 AM

Subject: Request to Enter into Negotiations to
Sell 138 S. Harris - Tabled 4-3-18

Please see attached....

Lisa Stanfield

Deputy Clerk

Charter Township of Ypsilanti

7200 S. Huron River Dr.

Ypsilanti, MI 48197

(734) 484-4700

NEW BUSINESS

**CHARTER TOWNSHIP OF YPSILANTI
2018 BUDGET AMENDMENT #8**

April 17, 2018

AMOUNTS ROUNDED TO THE NEAREST DOLLAR

101 - GENERAL OPERATIONS FUND	Total Increase	<u><u>\$3,708.00</u></u>
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Request to increase budget for PTO payout request over the budgeted 32 hours, an additional 80 hours to be paid at 75%. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$1,755.00
		Net Revenues	<u><u>\$1,755.00</u></u>
Expenditures:	Salary-Pay Out	101-227-000-708.004	\$1,630.00
	FICA&Medicare	101-227-000-715.000	\$125.00
		Net Expenditures	<u><u>\$1,755.00</u></u>

Request to increase budget for PTO payout request over the budgeted 32 hours, an additional 80 hours to be paid at 75%. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$1,785.00
		Net Revenues	<u><u>\$1,785.00</u></u>
Expenditures:	Salary-Pay Out	101-253-000-708.004	\$1,658.00
	FICA&Medicare	101-253-000-715.000	\$127.00
		Net Expenditures	<u><u>\$1,785.00</u></u>

Request to increase budget for PTO payout request over the budgeted 32 hours, an additional 9 hours to be paid at 75%. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$168.00
		Net Revenues	<u><u>\$168.00</u></u>
Expenditures:	Salary-Pay Out	101-265-000-708.004	\$168.00
		Net Expenditures	<u><u>\$168.00</u></u>

**CHARTER TOWNSHIP OF YPSILANTI
2018 BUDGET AMENDMENT #8**

April 17, 2018

212 - BIKE, SIDEWALK, REC, ROADS GENERAL FUND (BSRII)	Total Increase	<u><u>\$18,828.00</u></u>
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Request to purchase a ProGator 2020A for parks system and grounds. The cost of the ProGator is \$23,827.35 less a trade in value of an old skid steer for \$5,000 for a total cost of \$18,827.35. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	212-000-000-699.000	\$18,828.00
		Net Revenues	<u><u>\$18,828.00</u></u>
Expenditures:	Equipment	212-970-000-977.000	\$18,828.00
		Net Expenditures	<u><u>\$18,828.00</u></u>

226 - ENVIRONMENTAL SERVICES FUND	Total Increase	<u><u>\$35,000.00</u></u>
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Request to increase budget for Waste Management recycle drop off fees at the New Boston Recycle Center owned by Republic Services. The fees per ton have increased from an average of \$10 to \$78. Our average monthly tonnage is 120 tons at \$10 per ton = \$ 1,200 and at \$78 per ton = \$9,360. While we did increase the budget for 2018 to \$95,000, we did not estimate an increase of 680%. This will be funded by an Appropriation for Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	226-000-000-699.000	\$35,000.00
		Net Revenues	<u><u>\$35,000.00</u></u>
Expenditures:	Curbside Recycling Disposal	226-226-000-804.008	\$35,000.00
		Net Expenditures	<u><u>\$35,000.00</u></u>

584 - GOLF COURSE FUND	Total Increase	<u><u>\$4,300.00</u></u>
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Request to increase the budget for insurance reimbursement for stolen golf cart. This is funded by receipt of insurance check.

Revenues:	Misc Revenue - Insurance Reimbursed	584-000-000-694.004	\$4,300.00
		Net Revenues	<u><u>\$4,300.00</u></u>
Expenditures:	Operating Supplies - Cart Rental	584-584-000-757.003	\$4,300.00
		Net Expenditures	<u><u>\$4,300.00</u></u>

Motion to Amend the 2018 Budget (#8):

Move to increase the General Fund budget by \$3,708 to \$9,035,218 and approve the department line item changes as outlined.

Move to increase the Bike, Sidewalk, Rec, Roads, General (BSRII) Fund budget by \$18,828 to \$1,797,991 and approve the department line item changes as outlined.

Move to increase the Environmental Services Fund by \$35,000 to \$2,801,876 and approve the department line item changes as outlined.

Move to increase the Golf Course Fund by \$4,300 to \$748,801 and approve the department line item changes as outlined.



Office (734) 544-4225
Fire Chief (734) 544-4110
Fire Marshal (734) 544-4107
Fax (734) 544-4195

FIRE DEPARTMENT
222 SOUTH FORD BOULEVARD
YPSILANTI, MICHIGAN 48198-6067

April 9, 2018

Charter Township of Ypsilanti
Supervisor Brenda Stumbo and Trustees
7200 S. Huron River Drive

Dear Supervisor and Trustee Board,

In service to the Township, I am requesting for the April 17, 2018 Township Board meeting to present the following item(s) for consideration:

- 1) Approval of the revised Automatic Mutual Aid agreement with Van Buren Township. Attached you will find a copy of the 2018 revised agreement that adjusts response from Van Buren to Ypsilanti Township (YT). VB will change from 2 engines (4-FF) to 1 engine (2-FF) response to YT and formally add sections 5 and 6 located in the NW quadrant of Van Buren that were previously overlooked from original AMA agreement approved January of 2015. VB Fire Chief requested this due to personnel shortages and callback issues.

YT proposes no response change to VB in part due to the introduction of regional grant funded Superior Twp. Ladder Truck that will cover all of YT.

Sincerely,

Fire Chief Eric Copeland
Ypsilanti Township Fire Department



Washtenaw Area Mutual Aid Association

Ypsilanti Township and Van Buren Township Fire Automatic Mutual Aid Program

Purpose:

This activity will be conducted under the auspices of the existing interlocal agreement as developed by the Washtenaw Area Mutual Aid Association (WAMAA). It will enhance the existing agreement by sharing resources to make available more firefighters and resources on the scene of a structure fire in the participating communities, while maintaining local control of resources. This enhanced response will afford greater safety for firefighters, improved efficiency and effectiveness in fire ground operations and enhance daily cooperative efforts so that in the event of a major, multi-jurisdictional incident, fire department command staff members from both agencies, as well as firefighters, would be accustomed to working together closely. This concept falls directly in line with federal, state, and local ideologies of regional cooperative efforts and, therefore, may enhance future funding opportunities for the participating communities.

Scope:

Participants in this agreement will include the Charter Township of Van Buren, Wayne County, Michigan, and the Charter Township of Ypsilanti in Washtenaw County, Michigan.

Procedure:

Upon dispatching the jurisdictional fire department to a reported "working" structure fire, meeting the below criteria, the jurisdictional dispatch center shall immediately contact the dispatch center for the other participating agency and request a response for "Automatic Mutual Aid" as per the agreement.

Ypsilanti Township: Ypsilanti Township agrees to send two Fire Engines, a large fire suppression vehicle containing minimally 750 gallons of water, to Van Buren Township when a "working" (i.e. flames visible, heavy smoke visible, or an explosion was detected) structure fires reported in the southwestern six (6) mile section (located within the Ryznar Drive / Elwell Road, South Service Drive, Rawsonville Road, and Bemis Road area) and northwestern two (2) sections (located within the Beck Road, Ecorse Road, Rawsonville/ Michigan Bypass, and Mott Road area) of Van Buren Township .See attached Van Buren Township Map and refer to sections 5, 6, 19, 20, 29, 30, 31, and 32.

Van Buren Township: Van Buren Township agrees to send one (1) Fire Engine, as described above, to Ypsilanti Township when a "working" structure fire is reported in the southwestern eight (8) mile section of Ypsilanti Township) located within the Hitchingham Road, Textile Road, Rawsonville Road, and Bemis Road area). See attached Ypsilanti Township Map and refer to sections 25, 26,27, 28,33, 34,35, and 36.

When dispatched to the scene of a working structure fire it is understood, unless otherwise directed by the scene's incident commander, that the agency providing the resource under this agreement will respond emergent (i.e.: lights and siren) with a minimum manpower of two firefighters.

It is also understood that the incident commander will maintain full command authority over all responding resources. All participating departments shall utilize an accepted National Fire Academy Incident Command System (or similar).

Efforts will be made to clear the Automatic Aid resources as quickly as possible after the fire is brought under control.

Due to the dynamics of the fluctuating availability of resources and manpower it is understood that participating communities may not always be able to commit resources under this program. In those instances, the host community is to be notified as soon as possible so that they can request additional assistance from other departments. The intent of this automatic mutual aid agreement is for working structure fires under the conditions listed above. Its intent is to supplement resources & manpower but not to reduce fire department staffing by reliance on automatic aid.

Agreement:

We, as the authorized representatives of the below listed fire departments, agree to participate in the WAMAA Ypsilanti Township and Van Buren Township Fire Automatic Aid Program, contingent upon subsequent approval by the chief administrative officials and/or governing bodies of our respective municipalities. This program operates as an enhancement of, and in accordance with, the existing mutual aid interlocal agreement.

This agreement will remain effective 30 days from the signature date below until terminated by either municipality's governing board of trustees/ city council.

Kevin McNamara
Van Buren Township Supervisor

Date: _____

Brenda Stumbo
Ypsilanti Township Supervisor

Date: _____

Leon Wright
Van Buren Township Clerk

Date: _____

Karen Lovejoy-Roe
Ypsilanti Township Clerk

Date: _____

CHARTER TOWNSHIP OF YPSILANTI

RESOLUTION 2018-07 (In Reference to Ordinance 2018-477)

Commercial and Industrial Business Registration

Whereas, the Township's Office of Community Standards has recommend that the Ypsilanti Township Board adopt an Ordinance requiring commercial and industrial businesses in Ypsilanti Township to register with the Office of Community Standards; and

Whereas, adoption of Business Registration Ordinance 2018-477 will enable the Office of Community Standards to advise prospective commercial and industrial businesses, before their operations begin, of applicable zoning and code requirements; and

Whereas, the information required in the proposed Ordinance includes an afterhours emergency contact number that may be used in case of a police or fire emergency; and

Whereas, the information required in the proposed Ordinance includes whether there are hazardous materials or substances within commercial or industrial business premises; and

Whereas, knowledge that hazardous materials and substances are present in commercial and industrial buildings is important for firefighters, law enforcement and

other emergency first responders in the event of an emergency;

Whereas, the Ordinance provides that all existing commercial and industrial businesses will have 120 days from the effective date of the Ordinance to register their businesses with the Office of Community Standards;

Now Therefore,

Be it resolved, that Ordinance No. 2018- 477 is hereby adopted by reference.

CHARTER TOWNSHIP OF YPSILANTI

Ordinance No. 2018-477

An Ordinance to Amend Chapter 22 of the Ypsilanti Charter Township Code of Ordinances by Adding a New Article Requiring Registration of Commercial and Industrial Businesses

The Charter Township of Ypsilanti *ordains* that the Charter Township Code of Ordinances is amended as follows:

Section 1. Purpose

The purpose of this article concerning the registration of commercial and industrial businesses within the Township is to protect the health, safety, and welfare of persons in the Township by providing the Township with the information necessary to ensure compliance with safety, structure and fire laws; identify business activities and establishments which concern zoning, occupancy, density of occupancy; the presence, storage and handling of hazardous materials; the physical condition of places where persons are employed or carry on trade, and the enforcement of the law, including local, state and federal laws, and regulations, applying to business establishments located within Ypsilanti Township.

Section 2. Definitions.

The following terms when used in this article, shall have the meaning ascribed to them in this section.

Business establishment means any lot, building or structure, or a part thereof, including without limitation, leased or occupied space in a mall, store or building, permanently located within Ypsilanti Township, from which: 1) a person(s) engages in or causes to be engaged in any act or acts of buying, selling, leasing, renting, or otherwise disposing of, performing or marketing, any goods, services, merchandise or commodities of any kind or description for commercial profit; 2) a person(s) engages in industrial production of merchandise or commodities of any kind or description for commercial profit.

Section 3. Business Registration Certificate required.

No person, firm partnership or corporation shall, directly or indirectly, operate, conduct, maintain or manage any business establishment within Ypsilanti Township without first obtaining a business registration certificate issued pursuant to this article.

Section 4. Business Registration Certificate required to be Posted.

The business registration certificate shall be posted in a conspicuous place at or near the entrance the business so that it may be read at any time.

Section 5. State license or permit not a substitute.

The fact that a license or permit has been granted to any person, firm, partnership or corporation by the state to engage in the operation, conduct, maintenance, or management of any business establishment shall not

constitute an exemption from the necessity of procuring a business registration certificate as required by this article.

Section 6. *Application; form; contents.*

Each person, firm, partnership or corporation required to procure a business registration certificate from the township shall make application for such certificate to the Office of Community Standards in the form and manner prescribed by that Office and shall state, under oath, such facts as may be prescribed for, or applicable to, the granting of such certificate, including the following:

- (a) The full name, business address, residence address, email address and telephone number of the owner or their agent.
- (b) The full name, email address and 24 hour emergency telephone number of the person to contact in the event of an emergency during non-business hours.
- (c) The address where the business will be located.
- (d) The nature and character of goods, wares, merchandise to be sold or offered for sale or services to be provided by the applicant.
- (e) The nature and kind of business establishment which the applicant proposes to conduct.
- (f) Whether any hazardous materials will be stored, kept or used at the business establishment premises. Hazardous materials are those chemicals or substances defined as such in the International Fire Code adopted by reference in Chapter 30, Section 26 (30-26) of the Township Code of Ordinances.

Section 7. *Term.*

A business registration certificate granted under this article shall be valid until the business establishment is transferred or sold to a new owner or if the business expands its use to include uses not listed in the original application.

Section 8. *Separate premises.*

If a business registration certificate holder intends to locate a business establishment at a new address in the jurisdiction, a business registration certificate issued for the new address is required before business is conducted at the new address.

Section 9. *Transferability.*

A certificate of registration issued under this article is not transferable. If a business establishment is transferred or sold to a new owner or if the business establishment use expands or changes to include uses not listed in the original application, a new business registration application and certificate is required before business is conducted by the new owner or the new use is added to the business establishment.

Section 10. Requirements for Certificate of Compliance; compliance with state law and township ordinances.

- (a) No certificate required by this article shall be issued to any applicant who is required to procure a license or permit from a state or federal agency until such applicant shall submit evidence that the required state or federal license or permit has been issued and that all applicable fees have been paid.
- (b) No certificate shall be granted to any applicant until such applicant has complied with all the provisions of this article and other ordinances of the township pertaining to businesses for which an application for a certificate is made. No certificate shall be granted, if the approval of any officer of the township is required, until such approval is made. Approval in each instance shall mean written approval by the designated officer upon the face of the application for a certificate, subscribed by such officer, and the date of approval.

Section 11. Certificate fees.

Business registration certificate fees shall be set from time to time by resolution of the township board for the cost of administering this ordinance including but not limited to zoning verification, building code compliance, and fire safety code compliance for any change of use or change of occupancy of commercial and industrial spaces as applicable, except that no fee shall be collected for initial registration of businesses in existence at the time of publication in a newspaper of general circulation as required by law.

Section 12. Fees; exemptions.

No registration fee shall be required from any applicant exempt from payment of the fee by state or federal law.

Section 13. Denial, revocation and suspension. Right to Appeal. Hearing.

Business registration certificates issued under this article may be revoked or suspended by the Director of Community Standards, at any time, for any of the following reasons:

- (a) Fraud, misrepresentation or any false statement made in the application for certificate;
- (b) Fraud, misrepresentation or any false statement made in the operation of the business establishment.
- (c) Conducting a business establishment in an unlawful manner or in such a manner as to constitute a threat to the health, safety or welfare of the public.

Section 14. Revocation/ suspension/denial of certificate; notice required.

Written notification of suspension/ revocation/denial of certificate, stating the causes for said action, shall be delivered to the certificate holder personally or mailed to his business address as shown on the application for license.

Section 15. Right to Appeal. Hearing. Standard of Review.

(a) A certificate holder has the right to appeal such suspension/revocation to the Township Board, provided a written request to appeal is filed with the Township Clerk within 10 days after the notice of suspension/revocation/denial of certificate is sent to the certificate holder at its business address as shown on the application for business registration certificate.

(b) At the hearing before the Township Board, the certificate holder/applicant shall have the right to hear the evidence relied upon by the Director of Community Standards in determining to suspend/revoke/deny the certificate; and the right to present evidence and witnesses on his/her own behalf.

(c) Following the hearing, the Township Board shall determine whether the decision to suspend/revoke/deny the certificate was supported by competent, material and substantial evidence. A written statement of the Township Board's findings and determination shall be made within 21 days after the conclusion of the hearing.

Section 16. Penalty.

(a) Persons, firms, partnerships or corporations who violate any section of this article shall be responsible for a municipal civil infraction as provided in Chapter 40, Article II, of this Code of Ordinances for the Charter Township of Ypsilanti.

(b) The imposition of a fine shall not relieve the business establishment from responsibility to correct the violation. All such persons, firms, partnerships or corporations shall be required to correct or remedy such situation or defects within a reasonable time and each act or violation and every day upon which said violation should occur shall constitute a separate offense.

(c) The application of the penalty of this section shall not be held to prevent the enforcement removal of prohibited conditions by injunctive or other relief in a court of competent jurisdiction.

Section 17. Severability.

Should any section, subdivision, sentence, clause or phrase of this Ordinance be declared by the Courts to be invalid, the same shall not affect the validity of the Ordinance as a whole or any part thereof other than the part as invalidated.

Section 18. Publication Clause.

This Ordinance shall be published in a newspaper of general circulation as required by law.

Section 19. *Effective Date.*

 This Ordinance shall be effective 120 days after publication in a newspaper of general circulation as required by law.

CHARTER TOWNSHIP OF YPSILANTI

OFFICE OF COMMUNITY STANDARDS

Building Safety • Planning & Zoning • Ordinance Enforcement • Police Services

To: Karen Lovejoy Roe, Clerk
From: Michael Radzik, OCS Director
Re: **Procedure for administration of the Business Registration ordinance**
Copy: McLain & Winters, Township Attorneys
Date: April 3, 2018

The Board of Trustees is considering a Business Registration ordinance that will require commercial and industrial businesses to register with the Office of Community Standards (OCS). This memorandum outlines the procedure to be used to administer the ordinance.

Registration

All commercial and industrial businesses are required to register using an application form provided by OCS. A copy of the form is enclosed for reference. The form requires reporting of information in accordance with provisions of the ordinance.

Existing Businesses at Time of Ordinance Publication

Businesses in existence on the date of publication of the adopted ordinance shall register with OCS by submitting a completed application form. Qualifying existing businesses shall be exempt from fees and will not be inspected unless zoning or building code violations are reported or become known to exist.

An existing business previously registered will be required to submit a new registration form and will be subject to zoning verification and building code inspection pursuant to approved fees for any of the following reasons:

1. Change of ownership
2. Relocation to a different physical space
3. Expansion or significant change of the use originally reported

New Businesses

New businesses shall submit a completed application form and pay the required fees. New business applications shall be subject to the following action steps:

1. Be reviewed by the Planning Dept to verify compliance with zoning regulations;
2. Be inspected to verify compliance with building and property maintenance codes;
3. Be inspected to verify compliance with the fire safety code.

CHARTER TOWNSHIP OF YPSILANTI

If zoning compliance cannot be verified, the business registration application shall be denied with reasons for the denial provided. A statement explaining appeal provisions of the ordinance shall be included with the denial document.

If building, fire, or property maintenance code violations are observed, the violations shall be corrected prior to approval of the application. Applicable building permits shall be obtained and receive final approval.

Upon successful completion of the review process, a new Certificate of Occupancy shall be issued for the business premises.

Record Keeping

Upon receipt of a new application form, a Business Registration Certificate shall be created in the BS&A Permitting software system. Components of the review process shall be tracked to completion within the new certificate record.

Required information including emergency contact information and a list of hazardous materials stored on the premises shall be inputted into the software system so as to allow data to be reported and shared with public safety agencies.

A Business Registry shall be maintained on the Township's public website as a reference guide for residents and as a means to promote local businesses.

CHARTER TOWNSHIP OF YPSILANTI

OFFICE OF COMMUNITY STANDARDS

Building Safety • Planning & Zoning • Ordinance Enforcement • Police Services

BUSINESS REGISTRATION APPLICATION

Non-Refundable Registration Fee - \$200.00

A business registration certificate granted under this article shall be valid until the business establishment is transferred or sold to a new owner or if the business expands its use to include uses not listed in the original application.

NAME OF BUSINESS

BUSINESS ADDRESS

OWNER /AGENT INFORMATION

OWNER / AGENT FULL NAME (PRINTED)

OWNER / AGENT BUSINESS ADDRESS

CITY

STATE

ZIP

OWNER / AGENT RESIDENCE ADDRESS

CITY

STATE

ZIP

PHONE

EMAIL ADDRESS

24-HOUR EMERGENCY CONTACT

EMERGENCY CONTACT FULL NAME (PRINTED)

PHONE

EMAIL ADDRESS

1. Explain the nature and kind of business establishment to be conducted: _____

2. List the nature and character of goods, wares and merchandise to be sold, offered for sale or services to be provided:

3. Will any hazardous materials will be stored, kept or used at the business establishment premises? Hazardous materials are those chemicals or substances defined as such in the International Fire Code adopted by reference in Section 30-26 of the Township Code of Ordinances.

_____ No _____ Yes If yes, list all hazardous materials: _____

SIGNATURE OF APPLICANT

PRINTED NAME OF APPLICANT

DATE



ZONING COORDINATOR

___ APPROVED ___ DENIED

DATE

COMMENTS: _____

BUILDING OFFICIAL

___ APPROVED ___ DENIED

DATE

COMMENTS: _____

FIRE MARSHAL

___ APPROVED ___ DENIED

DATE

COMMENTS: _____

Charter Township of Ypsilanti

Resolution No. 2018-10

Professional Service Fees for Township,
Attorney, Planner, Engineer and Fire Department

WHEREAS, on December 16, 2014 the Charter Township of Ypsilanti adopted Resolution No. 2014-36 Professional Service Fees for Township, Attorney, Planner, Engineer and Fire Department, which fee schedule has from time to time been amended; and

WHEREAS, the Charter Township of Ypsilanti wishes to amend Resolution No. 2014-36, Professional Service Fees for Township, Attorney, Planner, Engineer and Fire Department inclusive of all subsequent fee resolution amendments approved since adoption of Resolution No. 2014-36; and

WHEREAS, the attached Professional Services Fees for Township, Attorney, Planner, Engineer and Fire Department incorporate all of these changes.

NOW THEREFORE BE IT RESOLVED that the Charter Township of Ypsilanti specifically adopts and incorporates by reference the attached Professional Services Fees for Township, Attorney, Planner, Engineer and Fire Department with hourly rate exhibits in its entirety.

BE IT FURTHER RESOLVED that any previous Professional Service Fees not in conformity with those contained in the attached fee schedule shall be repealed.

BE IT FURTHER RESOLVED that the Professional Service Fees for Township, Attorney, Planner, Engineer and Fire Department shall become effective immediately.

Professional Services Fees for Township, Attorney, Planner, Engineer and Fire Department

Effective April 17, 2018

- Fee Schedule	1-6
- Hourly Rate Schedules	
• Carlisle Wortman Associates	7
• OHM Advisors	8
• Stantec Consulting	9
• Township Staff / Attorney	10

Pre-Application Meeting			Fee Breakdown			
	Non-Refundable Fee	Refundable Deposit	Township	Planner	Engineer	Fire
Pre-Application Meeting	\$650	N/A	\$150	\$125	\$300	\$75

Rezoning			Fee Breakdown			
	Non-Refundable Fee	Refundable Deposit	Township	Planner	Engineer	Fire
Rezoning	\$1,500	\$1,500	\$1,500	Hourly	Hourly (If applicable)	Hourly

Preliminary Site Plan Review			Fee Breakdown			
	Non-Refundable Fee	Refundable Deposit	Township	Planner	Engineer	Fire
Full	\$500	less than one (1) acre: \$3,000 one (1) acre to five (5) acres: \$4,000 over five (5) acres to ten (10) acres: \$5,500 greater than ten (10) acres: \$5,500 + \$50 per acre over ten (10) acres	Township	Planner	Engineer	Fire
			\$500	Hourly	Hourly	Hourly
Sketch	\$500	less than one (1) acre: \$1,500 one (1) acre to five (5) acres: \$2,000 over five (5) acres to ten (10) acres: \$2,500 greater than ten (10) acres: \$2,500 + \$50 per acre over ten (10) acres	Township	Planner	Engineer	Fire
			\$500	Hourly	Hourly	Hourly
Administrative	\$100	less than one (1) acre: \$1,000 one (1) acre to five (5) acres: \$1,200 over five (5) acres to ten (10) acres: \$1,500 greater than ten (10) acres: \$1,500 + \$50 per acre over ten (10) acres	Township	Planner	Engineer	Fire
			\$100	Hourly	Hourly	Hourly
Planned Development Stage I and Rezoning	\$1,500 + \$20 per acre	less than one (1) acre: \$3,000 one (1) acre to five (5) acres: \$4,000 over five (5) acres to ten (10) acres: \$5,500 greater than ten (10) acres: \$5,500 + \$50 per acre over ten (10) acres	Township	Planner	Engineer	Fire
			\$1,500 + \$20 per acre	Hourly	Hourly	Hourly

Special Land Use/Uses Subject to Special Conditions			Fee Breakdown			
	Non-Refundable Fee	Refundable Deposit	Township	Planner	Engineer	Fire
Special Land Use/Uses Subject to Special Conditions (other than group day care home)	\$1,000	\$1,000	\$1,000	Hourly	N/A	N/A
Group day care home	\$100	N/A	\$100	N/A	N/A	N/A

Zoning Board of Appeals Application			Fee Breakdown			
	Non-Refundable Fee	Refundable Deposit	Township	Planner	Engineer	Fire
Residential	\$125	N/A	\$125	N/A	N/A	N/A
Non-Residential	\$500	N/A	\$500	N/A	N/A	N/A

Zoning Board of Appeals Meeting			Fee Breakdown			
	Non-Refundable Fee	Refundable Deposit	Township	Planner	Engineer	Fire
Regular Meeting	N/A	N/A	N/A	N/A	N/A	N/A
Special Meeting	\$1,100	N/A	\$1,100	N/A	N/A	N/A

Planning Commission Meeting			Fee Breakdown			
	Non-Refundable Fee	Refundable Deposit	Township	Planner	Engineer	Fire
Regular Meeting	N/A	N/A	N/A	N/A	N/A	N/A
Special Meeting	\$1,100	N/A	\$1,100	N/A	N/A	N/A

Detailed Engineering Review*			Fee Breakdown			
*Fees cover two (2) detailed engineering reviews. A mandatory meeting will be scheduled to review design specifics after the 2nd detailed engineering review (if not approved) before submittal of a 3rd detailed engineering review. Township engineer, Township staff representative(s), developer, and project engineer must be in attendance for the mandatory meeting.						
	Non-Refundable Fee	Refundable Deposit	Township	Planner	Engineer	Fire
Full	\$500	1.5% of cost for infrastructure improvements including water, sanitary, storm, retention/detention basins, grading, earth balance and paving (minimum \$2,000). With costs over \$2,000,000 the engineer may reduce the rate through estimated hourly review cost. A mandatory meeting shall be scheduled after the 2nd review (if not approved) before submittal of 3rd review.	\$500	N/A	Hourly	Hourly
Sketch	\$500	1.5% of cost for infrastructure improvements including water, sanitary, storm, retention/detention basins, grading, earth balance and paving (minimum \$2,000). With costs over \$2,000,000 the engineer may reduce the rate through estimated hourly review cost. A mandatory meeting shall be scheduled after the 2nd review (if not approved) before submittal of 3rd review.	\$500	N/A	Hourly	Hourly
Administrative	\$100	1.5% of cost for infrastructure improvements including water, sanitary, storm, retention/detention basins, grading, earth balance and paving (minimum \$2,000). With costs over \$2,000,000 the engineer may reduce the rate through estimated hourly review cost. A mandatory meeting shall be scheduled after the 2nd review (if not approved) before submittal of 3rd review.	\$500	N/A	Hourly	Hourly
Planned Development	\$500	1.5% of cost for infrastructure improvements including water, sanitary, storm, retention/detention basins, grading, earth balance and paving (minimum \$2,000). With costs over \$2,000,000 the engineer may reduce the rate through estimated hourly review cost. A mandatory meeting shall be scheduled after the 2nd review (if not approved) before submittal of 3rd review.	\$500	N/A	Hourly	Hourly

Soil Erosion and Sedimentation Control Review and Inspections			Fee Breakdown			
	Non-Refundable Fee	Refundable Deposit	Township	Planner	Engineer	Fire
Soil Erosion and Sedimentation Control Review	\$100	less than two (2) acres: \$1,000 two (2) acre to ten (10) acres: \$1,500 over ten (10) acres to forty (40) acres: \$2,500 over forty (40) acres to 100 acres: \$3,500 greater than 100 acres: \$3,500 + \$30 per acre over 100 acres	\$100	N/A	Hourly	N/A
Soil Erosion and Sedimentation Control Inspections	N/A	less than two (2) acres: \$2,000 two (2) acre to ten (10) acres: \$2,500 over ten (10) acres to forty (40) acres: \$3,500 over forty (40) acres to 100 acres: \$5,000 greater than 100 acres: \$5,000 + \$30 per acre over 100 acres	Hourly	N/A	Hourly	N/A

Final Site Plan Review			Fee Breakdown			
	Non-Refundable Fee	Refundable Deposit	Township	Planner	Engineer	Fire
Full	\$500	less than one (1) acre: \$3,000 one (1) acre to five (5) acres: \$4,000 over five (5) acres to ten (10) acres: \$5,500 greater than ten (10) acres: \$5,500 + \$50 per acre over ten (10) acres	\$500	Hourly	N/A	Hourly
Sketch	\$500	less than one (1) acre: \$1,500 one (1) acre to five (5) acres: \$2,000 over five (5) acres to ten (10) acres: \$2,500 greater than ten (10) acres: \$2,500 + \$50 per acre over ten (10) acres	\$500	Hourly	N/A	Hourly
Administrative	\$100	less than one (1) acre: \$1,000 one (1) acre to five (5) acres: \$1,200 over five (5) acres to ten (10) acres: \$1,500 greater than ten (10) acres: \$1,500 + \$50 per acre over ten (10) acres	\$500	Hourly	N/A	Hourly
Planned Development Stage II	\$1,000 + \$20 per acre	less than one (1) acre: \$3,000 one (1) acre to five (5) acres: \$4,000 over five (5) acres to ten (10) acres: \$5,500 greater than ten (10) acres: \$5,500 + \$50 per acre over ten (10) acres	\$500	Hourly	N/A	Hourly

Development Agreement			Fee Breakdown		
	Non-Refundable Fee	Refundable Deposit	Attorney	Planner	Engineer
Full	N/A	\$2,500	Hourly	Hourly	Hourly
Sketch	N/A	\$2,500	Hourly	Hourly	Hourly
Administrative	N/A	\$2,500	Hourly	Hourly	Hourly
Planned Development	N/A	\$2,500	Hourly	Hourly	Hourly

Pre-Construction Requirements and Meeting			Fee Breakdown			
	Non-Refundable Fee	Refundable Deposit	Township	Planner	Engineer	Fire
Pre-Construction Meeting	\$575	\$500	\$575	N/A	Hourly	Hourly

Earth Balancing and Excavation			Fee Breakdown			
	Non-Refundable Fee	Refundable Deposit	Township	Planner	Engineer	Fire
Earth Balancing and Excavation	\$300 + \$20 per acre	\$500	\$300 + \$20 per acre	N/A	Hourly	N/A

Private Road			Fee Breakdown			
	Non-Refundable Fee	Refundable Deposit	Township	Planner	Engineer	Fire
Private Road Review	\$500	\$2,000	\$500	Hourly	Hourly	Hourly
Private Road Inspection	N/A	\$1,000	N/A	N/A	Hourly	N/A

Future Land Use Map/Master Plan Amendment			Fee Breakdown			
	Non-Refundable Fee	Refundable Deposit	Township	Planner	Engineer	Fire
Future Land Use Map/Master Plan Amendment	\$1,500	\$1,500	\$1,500	Hourly	Hourly (If applicable)	N/A

Miscellaneous Administrative Review			Fee Breakdown			
	Non-Refundable Fee	Refundable Deposit	Township	Planner	Engineer	Fire
Miscellaneous Administrative Review	\$100	\$1,000	\$100	Hourly	Hourly (If applicable)	N/A
Miscellaneous Engineering Review (Structural/Traffic/ect.)			Fee Breakdown			
	Non-Refundable Fee	Refundable Deposit	Township	Planner	Engineer	Fire
Miscellaneous Engineering Review	\$100	\$1,000	\$100	N/A	Hourly	N/A
Landscape, Bike Path/Sidewalk, Open Space Site Inspections			Fee Breakdown			
	Non-Refundable Fee	Refundable Deposit	Township	Planner	Engineer	Fire
Landscape, Bike Path/Sidewalk, Open Space Site Inspections	\$150 per inspection	N/A	\$150 per inspection	N/A	N/A	N/A
Miscellaneous Inspection			Fee Breakdown			
	Non-Refundable Fee	Refundable Deposit	Township	Planner	Engineer	Fire
Miscellaneous Inspection	\$50 per inspection	N/A	\$50 per inspection	N/A	N/A	N/A
Zoning Verification Letter			Fee Breakdown			
	Non-Refundable Fee	Refundable Deposit	Township	Planner	Engineer	Fire
Residential	\$50	N/A	\$50	N/A	N/A	N/A
Non-Residential	\$100	N/A	\$100	N/A	N/A	N/A
Zoning Permit			Fee Breakdown			
	Non-Refundable Fee	Refundable Deposit	Township	Planner	Engineer	Fire
Zoning Permit	\$50	N/A	\$50	N/A	N/A	N/A
Sign Permit			Fee Breakdown			
	Non-Refundable Fee	Refundable Deposit	Township	Planner	Engineer	Fire
Sign Permit	\$25 + \$50 per sign face	N/A	\$25 + \$50 per sign face	N/A	N/A	N/A
Woodlands			Fee Breakdown			
	Non-Refundable Fee	Refundable Deposit	Township	Planner	Engineer	Fire
Woodlands	\$100	\$1,000	\$100	N/A	Hourly	N/A
Wetlands			Fee Breakdown			
	Non-Refundable Fee	Refundable Deposit	Township	Planner	Engineer	Fire
Wetlands	\$100	\$1,000	\$100	N/A	Hourly	N/A

Addressing			Fee Breakdown
	Non-Refundable Fee	Refundable Deposit	Assessing
Single Address	\$50 per lot (1 or 2 addresses)	N/A	\$50 per lot (1 or 2 addresses)
Residential Development	\$25 per lot (3 or more addresses)	N/A	\$25 per lot (3 or more addresses)
Re-Addressing Development	\$475 + \$25 per lot	N/A	\$475 + \$25 per lot

Land Division, Combination, and/or Boundary Change			Fee Breakdown
	Non-Refundable Fee	Refundable Deposit	Assessing
Land Division, Combination, and/or Boundary Change	\$25 per lot	N/A	\$25 per lot

Collection Box Permit			Fee Breakdown			
	Non-Refundable Fee	Refundable Deposit	Township	Planner	Engineer	Fire
Collection Box Application Fee	\$200	N/A	\$200	N/A	N/A	N/A
Cash Surety	\$250	N/A	\$250	N/A	N/A	N/A
Annual Permit Renewal Fee	\$50	N/A	\$50	N/A	N/A	N/A
Code Violation Response Fee	\$75	N/A	\$75	N/A	N/A	N/A

Junk Yard Permit			Fee Breakdown			
	Non-Refundable Fee	Refundable Deposit	Township	Planner	Engineer	Fire
Junk Yard License Application Fee	\$150	N/A	\$150	N/A	N/A	N/A
Junk Yard Annual Inspections	\$150	N/A	\$150	N/A	N/A	N/A
Junk Yard Re-Inspections	\$50 per inspection	N/A	\$50 per inspection	N/A	N/A	\$50 per inspection

Liquor License Inspection			Fee Breakdown			
	Non-Refundable Fee	Refundable Deposit	Township	Planner	Engineer	Fire
Liquor Annual Inspections	\$150	N/A	\$150	N/A	N/A	N/A
Liquor Re-Inspections	\$50 per inspection	N/A	\$50 per inspection	N/A	N/A	\$50 per inspection

Smoking Lounge Permit			Fee Breakdown			
	Non-Refundable Fee	Refundable Deposit	Township	Planner	Engineer	Fire
Smoking Lounge Application Fee	\$200	N/A	\$200	N/A	N/A	N/A
Smoking Lounge Annual Inspections	\$150	N/A	\$150	N/A	N/A	N/A
Smoking Lounge Re-Inspections	\$50 per inspection	N/A	\$50 per inspection	N/A	N/A	\$50 per inspection
Smoking Lounge Zoning Compliance	N/A	\$180	Hourly	N/A	N/A	N/A

Business License			Fee Breakdown			
	Non-Refundable Fee	Refundable Deposit	Township	Planner	Engineer	Fire
Business License Fee	\$200	N/A	\$75 (\$25 Admin & \$50 Building)	\$75	N/A	\$50

Notes:

Fees shall be paid prior to processing applications and/or permits.

Outstanding fees, bills, and deposits shall be paid prior to advancing project in the development review process

Site plan review fees paid are for one (1) review by Township, Planning, Engineering and Fire unless otherwise noted.

Effective Date: 2-24-92 Amended:3-21-95; 6-30-95; 2-1-97; 2-4-97; 2-28-97; 6-17-97; 9-15-98; 7-22-99; 5-18-00; 12-18-01; 12-12-02; 3-10-04; 5-1-05; 12-8-05; 12-20-05; 4-4-06; 01-08; 1-5-09; 2-14-14; 1-5-15; 9-1-16; 04-17-18



Carlisle | Wortman
ASSOCIATES, INC.

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

RATE SCHEDULE A MUNICIPAL CONSULTATION

<u>Personnel</u>	<u>Hourly Rate</u>
Principal	\$135.00
Senior Associate	\$120.00
Associate	\$110.00
Community Planner/Landscape Architect	\$100.00
Graphics (GIS) Technician	\$85.00
Support Staff	\$70.00
<u>Expenses</u>	<u>Rate</u>
AutoCAD Operation	\$30/hr
Mileage	52¢/mi.
Supplies, Prints, Mailing	cost + 20%

Schedule A Effective: 1-1-2018



OHM ADVISORS 2018 HOURLY RATE SCHEDULE

Professional Engineer IV/Architect IV	\$170.00
Professional Engineer III/Architect III	\$155.00
Professional Engineer II/Architect II	\$140.00
Professional Engineer I/Architect I	\$130.00
Graduate Engineer IV	\$135.00
Graduate Engineer III	\$125.00
Graduate Engineer II	\$120.00
Graduate Engineer I	\$110.00
Graduate Architect III/Landscape Architect III	\$120.00
Graduate Architect II/Landscape Architect II	\$100.00
Graduate Architect I/Landscape Architect I	\$90.00
Technician IV	\$130.00
Technician III	\$115.00
Technician II	\$100.00
Technician I	\$78.00
Engineering/Architectural Aide	\$60.00
Professional Surveyor III	\$155.00
Professional Surveyor II	\$140.00
Professional Surveyor I	\$130.00
Graduate Surveyor	\$110.00
Surveyor III	\$107.00
Surveyor II	\$100.00
Surveyor I	\$80.00
Surveyor Aide	\$60.00
Planner IV	\$155.00
Planner III	\$135.00
Planner II	\$120.00
Planner I	\$80.00
Planner Aide	\$60.00
Graphic Designer	\$105.00
Data Base Developer	\$185.00
Administrative Support	\$65.00
Clerical Aide	\$50.00
Principal	\$195.00
Sr. Associate	\$185.00
Associate	\$175.00

Rates as reflected subject to review and adjustment on an annual basis.

2018 Public Rates 17-1120

Stantec Consulting / 2018 Fee Schedule

Title	Hourly Rate	Description
Construction Technician CAD Technician	\$80 - \$95	<ul style="list-style-type: none"> • Junior-level position • Independently carries out assignments of limited scope using standard procedures, methods, and techniques • Assists senior staff in carrying out more advanced procedures • Completed work is reviewed for feasibility and soundness of judgment • Graduate from an appropriate post-secondary program or equivalent • Generally, four years' work experience
Engineering Assistant Engineer-In-Training Construction Technician	\$102 - \$115	<ul style="list-style-type: none"> • Fully qualified professional position • Carries out assignments requiring general familiarity within a broad field of the respective profession • Makes decisions by using a combination of standard methods and techniques • Actively participates in planning to ensure the achievement of objectives • Works independently to interpret information and resolve difficulties • Graduate from an appropriate post-secondary program, with credentials or equivalent • Generally, six years experience
CAD Manager Designer Process Designer Project Engineer Senior Project Engineer Survey Manager Construction Technician Senior Civil Engineer Environmental Engineer Survey Crew Chief	\$121- \$137	<ul style="list-style-type: none"> • First level supervisor of first complete level of specialization • Provides applied professional knowledge and initiative in planning and coordinating work programs • Adapts established guidelines as necessary to address unusual issues • Decisions accepted as technically accurate, however may on occasion be reviewed for soundness of judgment • Graduate from an appropriate post-secondary program, with credentials or equivalent • Generally, nine years' experience
Associate Senior Associate Project Manager Field Services Manager Landscape Architect	\$144 - \$180	<ul style="list-style-type: none"> • Highly-specialized technical professional or supervisor of groups of professionals • Provides multidiscipline knowledge to deliver innovative solutions in related field of expertise • Participates in short and long range planning to ensure the achievement of objectives • Makes responsible decisions on all matters, including policy recommendations, work methods, and financial controls associated with large expenditures • Reviews and evaluates technical work • Graduate from an appropriate post-secondary program, with credentials or equivalent • Generally, ten years' experience with extensive, broad experience
Principal	\$180 - \$210	<ul style="list-style-type: none"> • Senior level consultant or management function • Recognized as an authority in a specific field with qualifications of significant value • Provides multidiscipline knowledge to deliver innovative solutions in related field of expertise • Independently conceives programs and problems for investigation • Participates in discussions to ensure the achievement of program and/or project objectives • Makes responsible decisions on expenditures, including large sums or implementation of major programs and/or projects • Graduate from an appropriate post-secondary program, with credentials or equivalent • Generally, fifteen years' experience with extensive professional and management experience
Survey Crew	\$150 \$220	1 person crew 2 person crew

2018

YPSILANTI TOWNSHIP

HOURLY COST RECOVERY RATES

Township Attorney	\$200
Fire Marshal	\$58
Planning & Development Coordinator	\$40
Clerical Support	\$25
Ordinance Officer	\$26
Building Inspector	\$42
Community Standards Director	\$55

CHARTER TOWNSHIP OF YPSILANTI

OFFICE OF COMMUNITY STANDARDS

Building Safety • Planning & Zoning • Ordinance Enforcement • Police Services

To: Karen Lovejoy Roe, Clerk
From: Michael Radzik, OCS Director
Charlotte Wilson, Planning & Development Coordinator
Re: **Request to approve Resolution No. 2018-10, Professional Service Fees for Township, Attorney, Planner, Engineer and Fire Department**
Copy: McLain & Winters, Township Attorneys
Date: April 10, 2018

Please accept the enclosed resolution and proposed Professional Services fee schedule for planning and development activities for inclusion in the Board of Trustees April 17, 2018 meeting agenda.

The schedule establishes fees and hourly rates for professional services provided by Office of Community Standards and Fire Department staff, the Township Attorney, planning consultant Carlisle Wortman Associates, and engineering consultants OHM Advisors and Stantec Consulting Services.

The last general revision of the fee schedule was adopted on December 16, 2014. Since then, there have been numerous amendments updating specific fees and adding new fees for ordinances and programs implemented over the last three years. This is a general revision that updates the content and format of the entire schedule. Drafts of proposed changes were reviewed by staff, legal counsel and elected leadership, and their input was incorporated into the final draft.

The fee schedule has been reorganized and color-coded in an effort to provide clarity for both applicants and staff. Whereas the current schedule is organized alphabetically with no regard for the development process, the proposed schedule is organized by chronologic process categories, as well as standalone regulatory ordinances. The left side of each category shows refundable and non-refundable fees due from applicants, while the right side breaks down internal fee distribution for the benefit of Township staff who process payments. The published version of the schedule available to applicants will only include the left side information needed to determine fees.

A noteworthy schedule change is that plan review expenses related to site plan development will be paid from a refundable escrow deposit, as opposed to charging a pre-determined lump sum fee. Under the current schedule, lump sum fees collected are not always aligned with

CHARTER TOWNSHIP OF YPSILANTI

actual costs. Under the proposed schedule, funds will be deposited into an escrow account and fees will be charged against the deposit based on hourly rates for professional services. The refundable deposit is determined by a cost formula, and adjustments are made if the balance dips too low before completion. Surplus funds are refunded after completion of site plan development. This revised method offers more transparency to developers and assures payment of actual costs to consultants.

The only new fee category not previously approved are Business Registration fees that are tied to the Business Registration ordinance currently under consideration.

Thank you for your thoughtful consideration. Please contact us with questions or concerns so that they can be addressed prior to the meeting.

Enclosures: Resolution No. 2018-10
Professional Services Fee Schedule with 2018 Hourly Rates Exhibits

CHARTER TOWNSHIP OF YPSILANTI

RESOLUTION 2018-11 (In Reference to Ordinance 2018-478)

Rezoning of 1250 East Michigan

Whereas, at its regularly scheduled meeting held **March 27, 2018**, the Charter Township of Ypsilanti (Township) Planning Commission (Commission) recommended that the Township Board approve a rezoning request for a certain parcel of property comprising 1.424 acres, commonly identified as 1250 East Michigan Avenue, Parcel ID K-11-10-107-011, from the B-3 (General Business) zoning district to the IRO (Industrial, Research, Office) zoning district; and

Whereas, proposed Ordinance No. 2018-478 rezones 1250 East Michigan Avenue, Parcel ID K-11-10-107-011, from B-3 District to IRO District zoning classification; and

Whereas, the Township Board of Trustees agrees that the rezoning is appropriate.

Now Therefore,

Be it resolved that the Charter Township of Ypsilanti hereby adopts and incorporates by reference Ordinance No. 2018-478 attached hereto, by reference, in its entirety.

CHARTER TOWNSHIP OF YPSILANTI

ORDINANCE 2018-478

***An Ordinance Amending Ordinance No. 74,
Township Zoning Ordinance, So As To Rezone
1250 East Michigan Avenue, being Parcel ID K-11-10-107-011,
From Its Current B-3 (General Business) District Zoning Classification
To IRO (Industrial, Research, Office) District Zoning Classification***

The Charter Township of Ypsilanti hereby ordains that

Ordinance No. 74, adopted May 18, 1994, shall be amended as follows:

Real Property consisting of 1.424 acres of land located at 1250 East Michigan Avenue, also known as Parcel ID K-11-10-107-011, and more particularly described as follows:

See attached legal description labeled "Attachment A"

shall be rezoned from its current B-3 (General Business) District zoning classification to the IRO (Industrial, Research, Office) District zoning classification.

The Zoning Map, as incorporated by reference, in the Charter Township of Ypsilanti Zoning Ordinance is hereby amended by the rezoning of the afore-described parcel of property from its B-3 District zoning classification to the IRO District zoning classification.

Severability

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

Publication

This Ordinance shall be published in a newspaper of general circulation as required by law.

Effective date

This Ordinance shall become effective upon publication in a newspaper of general circulation as required by law.

Legal:

Being Part Of Lot 9 And The Wly 78.16 Ftof Lot 8 Supervisors Plat #5, Section 10, T3s, R7e, Ypsilanti Twp, Wash Co, Mi, Desc As: Beg At The Ne Cor Sd Lot 9, Th S 01-07-12 E 305.37 Ft On E/L Said Lot 9 To N R/W For Mich Central Rr, Th S 69-58-33 W 116.31 F T On Sd N R/W Ln, Th Cont On Sd R/W For Following Two Courses, S 00-58-48 E 32.03 Ft, Th S 70-21-58 W 78.16 Ft, Th N 03-19-33 W 345.22 Ft To Sd Sly Ln Mich Ave, Th N 73-20-07 E 205 Ft To Pob. Cont 1.42 Ac +/- Subj To Esmts, Restrictions, Reservations, Row, Leases & Agreements Of Record, If Any. Split On 07/23/2001 From K -11-10-107-010K -11-10-107-009;

Attachment A

CHARTER TOWNSHIP OF YPSILANTI

OFFICE OF COMMUNITY STANDARDS

Building Safety • Planning & Zoning • Ordinance Enforcement • Police Services

To: Karen Lovejoy Roe, Clerk
From: Charlotte Wilson, Planning and Development Coordinator
Re: **Request to rezone a 1.424 acre parcel from B-3 (General Business) to IRO (Industrial Research Office) located at 1250 East Michigan Avenue, parcel K-11-10-107-011.**
Copy: McLain & Winters, Township Attorneys
Date: April 9th, 2018

Please be advised that the Planning Commission recommended approval of the request to rezone the 1.424 acre parcel from B-3 (General Business) to IRO (Industrial Research Office) located at 1250 East Michigan Avenue, parcel K-11-10-107-011. The enclosed packet includes the following components:

1. Planning Commission meeting minutes and recommendation 03/27/2018
2. Planning Commission staff report 03/27/2018
3. Rezoning application 03/05/2018
4. Zoning verification letter 11/03/18
5. Article XIII. IRO Industrial Research Office District 04/09/2018

Please be further advised that the Planning Commission made the following recommendation to the Township Board:

Motion by Eldridge – “I move to recommend approval to the Township Board of Trustees the request to rezone the 1.424 acre parcel from B-3 (General Business) to IRO (Industrial Research Office) located at 1250 East Michigan Avenue, parcel K-11-10-107-011 as the request is consistent with the criteria established in the Township zoning ordinance section 2704: Criteria for amendments to the zoning map and is consistent with the finding that circumstances have significantly changed since 2014, specifically the creation of the American Center for mobility and the elimination of the B-4 and other districts.”

Support: Krieg

Motion Carries - All

I respectfully request that you place this information packet and recommendation for approval on the April 17, 2018 Board of Trustees meeting agenda for its consideration. Please contact me with questions or concerns.

**CHARTER TOWNSHIP OF YPSILANTI
PLANNING COMMISSION
MINUTES OF THE MARCH 27, 2018 REGULAR MEETING**

Commissioner Richie called the regular meeting to order at 6:30 p.m. in the Ypsilanti Township Civic Center Board Room 7200 S. Huron River Drive, Ypsilanti Township.

Commissioners Present: Commissioners Sally Richie, Stan Eldridge, Laurence Krieg, Bill Sinkule and Gloria Peterson

Commissioners Absent: Chair Jason Iacoangeli and Commissioner Muddasar Tawakkul

Others in Attendance: Denny McLain, Township Attorney; Megan Masson-Minock, Carlisle/Wortman Associates; Michael Radzik, Office of Community Standards Director

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF THE TUESDAY, MARCH 13, 2018 REGULAR MEETING MINUTES

A motion was made by Commissioner Krieg supported by Commissioner Peterson to approve the minutes of the March 13, 2018 Regular Meeting. The motion carried unanimously.

4. APPROVAL OF AGENDA

A motion was made by Commissioner Krieg supported by Commissioner Eldridge to approve the agenda. The motion carried unanimously.

5. PUBLIC HEARINGS AND PLAN REVIEW

A. PRELIMINARY SITE PLAN – KALITTA AIR, BRAKE AND TIRE ADDITION – 10990 BLACKMORE AVENUE – TO CONSIDER THE PRELIMINARY SITE PLAN FOR A 12,000 SQUARE FOOT ADDITION TO AN EXISTING 12,000 SQUARE FOOT BUILDING LOCATED AT 10990 BLACKMORE AVENUE, PARCEL K-11-25-100-028.

Megan Masson-Minock, Carlisle Wortman Associates, said the addition is proposed to be located on a paved area of the existing site within a fenced area. The existing storage shed in this area would be moved to a grassy area adjacent to the northwest corner of the existing parking lot. The property is zoned I-2, general industrial and the building operates as a warehouse and repair facility. The parcel is 4.25 acres and the surrounding parcels are zoned I-2. Ms. Masson-Minock stated planning consultants reviewed the preliminary site plan and recommended approval. OHM, engineers recommended approval in a March 15, 2018 review letter with a few comments that can be resolved during detailed engineering. Ypsilanti Community Utilities Authority approved the plans in a letter dated March 7, 2018 with comments that can be addressed during detailed engineering. Ypsilanti Township Fire Department approved conditionally with comments and requirements in a letter dated March 14, 2018.

Ms. Masson-Minock stated per the Master Plan this use is consistent and the proposed building would be located on an existing paved area. She said the building would comply with all area height, bulk, density and area and everything in the zoning ordinance. The two (2) existing access points off of Blackmore Avenue would remain and the Fire Marshall commented in regards to fire access. Parking complies with the zoning ordinance with twenty-two (22) spaces and one (1) barrier-free space. Ms. Masson-Minock stated the applicant proposed adding ten (10) LED lights in the addition which complies with the zoning ordinance. The applicant proposed adding six (6) five (5) foot tall Colorado blue spruce trees to screen the storage yard from Blackmore Avenue and an eight (8) foot wide strip of river rock surrounding the building as an

infiltration trench for roof drainage. Ms. Masson-Minock said that in Carlisle Wortman's letter to the applicant they said the river rock needed to be replaced with appropriate landscape material. The applicant proposed to maintain the existing six (6) foot tall barbed-wire on chain-link fence. Ms. Masson-Minock stated barbed-wire is prohibited except where for the purpose of protecting public safety, the Planning Commission can approve. Ms. Masson-Minock said the applicant brought a colored version of the building elevations to the meeting since one was missing from the packet. The primary building materials would match the existing building materials and it meets the zoning requirements.

Ms. Masson-Minock stated Carlisle Wortman's recommendations are for the Commission to make a decision about the barbed-wire fence and based on that decision they recommend the preliminary site plan be approved conditionally on receiving colored building elevations and that the following items be resubmitted as part of the final site plan approval: show stripped barrier-free parking space, replace river rock with appropriate landscaping, provide fixture cut sheets for lighting, clarify trash storage and pick up and if an exterior dumpster is proposed it needs to be screened behind a wall and either removing or allowing the barbed-wire on chain-linked fence.

Michael Pole, general contractor for B&B General Contracting provided the colored elevation to the Planning Commission. He stated the color sample provided is part of the pre-engineered steel building in medium gray. The color is similar to the storage building that is being relocated and the existing building's siding will be color-matched to the gray.

Commissioner Krieg requested clarification on the floor plan sheet A2.01 and the room labeled Blast Room.

Christopher Barz, Kalitta Air stated the Blast Room is where paint finish is removed for the wheel assemblies of aircraft.

A motion was made by Commissioner Eldridge, supported by Commissioner Sinkule to recommend preliminary site plan approval for construction of a 12,000 square foot addition to an existing 12,000 square foot building located at 10990 Blackmore Avenue, Parcel K-11-25-100-028 with the following conditions:

The applicant must obtain all necessary permits from the Office of Community Standards.

Show the striped barrier-free parking space

Replace river rock with appropriate landscaping

Provide fixture cut sheets

Clarify trash storage and pick up and if an exterior dumpster is proposed the dumpster shall be screen with a masonry wall that will match the building

Continued use of barbed-wire fence as-is.

At this point Mr. Barz stated they would remove the barbed-wire fence and screen the dumpster in front of the building but would like to keep the river rock as it is uniform with the rest of their buildings.

Ms. Masson-Minock said there is nothing in the zoning ordinance that says a building has to be landscaped in that way. She said it does not create a problem with precedence.

Commissioner Eldridge, supported by Commissioner Sinkule made the following changes to the above conditions:

Leave river rock as in currently in place

Remove barbed-wire on chain-linked fence

The motion carried as follows:

Richie: Yes Krieg: Yes Eldridge: Yes Sinkule: Yes Peterson: Yes

B. REZONING – B-3 TO IRO – 1250 EAST MICHIGAN AVENUE – TO CONSIDER RECOMMENDING TO THE TOWNSHIP BOARD OF TRUSTEES TO REZONE THE 1.424 ACRE PARCEL FROM B-3 (GENERAL BUSINESS) TO IRO (INDUSTRIAL RESEARCH OFFICE) LOCATED AT 1250 EAST MICHIGAN AVENUE, PARCEL K-11-10-107-011.

Ms. Megan-Minock stated the Master Plan designates the site for Urban Commercial Corridor which generally corresponds to P-1, RM-4, B-4, B-5 and B-6. She said B-4 through B-6 are not zoning options anymore and were removed beginning March 1, 2018. The parcel is currently a vacant commercial building and was previously an automotive parts shop. The proposed use is for professional engineering offices that validate electronic components such as airbag sensors. Ms. Masson-Minock stressed to the Commission that the decision would impact all other businesses zoned IRO. She said the surrounding parcels were zoned B-3 and multi-family residential.

Ms. Masson-Minock stated section 2704 in the zoning ordinance provides the criteria for the amendment of the zoning map and discussed the criteria. She said the request for rezoning is not consistent with the future land use map. The site is already developed and does not pose a risk to the environment. The applicant has a very specific business and identified the building as one they could reuse immediately. Ms. Masson-Minock said Carlisle Wortman does not believe surrounding businesses would be negatively impacted by rezoning as all business would be conducted inside the building.

Ms. Masson-Minock read the intent of the IRO district and asked the Commission to keep it in mind when making their decision.

Ms. Masson-Minock said Carlisle Wortman believed the utilities and streets were sufficient for the proposed business. She said the American Center for Mobility has increased the demand for supporting industries in the area and research facilities of the size that the applicant needs are limited. The building is 6, 871 square feet with an elevated loading dock and is suited for automotive research. She said most of the vacant buildings in the industrial district were set up for large scale manufacturing work and were 100,000 square feet or more.

Ms. Masson-Minock said the property meets the dimensional regulations for IRO with the exception of a twenty (20) foot side yard setback. She said no variance would be needed because it is an existing building built in a conforming way even if the zoning changes.

Denny McLain, Township Attorney confirmed that no variance would be needed.

Ms. Masson-Minock said that IRO would be the most appropriate zoning district if this parcel were to be rezoned and with changing circumstances and the Township's future vision it makes the most sense.

Ms. Masson-Minock stated Carlisle Wortman's recommendation is that the Commission make a finding that circumstances have changed and the Urban Commercial Corridor is outdated as well as recommend approval to the Township Board. She said there were two (2) suggested motions: to approve or deny.

The applicant stated his current office is in Plymouth, Michigan and he would like his office to be in Ypsilanti because he also lives here.

Commissioner Eldridge asked Mr. McLain if it would be a spot zoning.

**Charter Township Of Ypsilanti
Planning Commission Regular Meeting Minutes
March 27, 2018
Page 4**

Mr. McLain said that based on research he believed the Township could defend any challenge that it was being spot zoned.

Commissioner Eldridge asked what could happen if the Planning Commission approved this request but then rejected the next applicant requesting re-zoning to IRO.

Mr. McLain replied that every case rested on its own basis.

Commissioner Krieg stated he was okay with the change and creating a zone for the American Center for Mobility. He believed it important to look at the context and be clear why the Commission made the decision. He brought up two (2) issues, the first regarding the type of activity that would take place inside the building. Commissioner Krieg said the applicant believed his business would not be allowed in a commercial zoned building. He asked the difference between testing sensors and other computer use and why it would not fit.

The applicant said he believed IRO better reflected the nature of their business and would allow continuous growth of activities. He said IRO specifically mentioned testing and lab and that is what his company does. He stated he wants to follow the zoning code and believed that the company would if zoned IRO and wanted to avoid future misinterpretation. The applicant said that the activities include engineering and physical, mechanical, environmental and electrical testing. He said it would be difficult to forecast what the testing would look like in five (5) years but believed IRO would cover what they did.

Commissioner Krieg said his other issue is the time-frame for rezoning the East Michigan/Ecorse areas and what the impact would be on this particular case.

Ms. Masson-Minock replied currently the Township is going through a corridor planning process that needs to be complete by end of May 2018 and put in place summer 2018. Zoning changes would occur afterwards and with the Master Plan update in 2019 she said the process could begin this year. She stated the applicant's business would fit based on what has been discussed and if it succeeds it could act as a pilot project for future zoning applications.

Commissioner Eldridge asked what the Plymouth property is zoned.

The applicant stated he does not know.

Commissioner Eldridge asked if the fire code would change in the rezoned building in the Township based on what the applicant would be doing.

Ms. Masson-Minock stated she did not believe so but it would be up to the Fire Department. In order to occupy the building the applicant would need to file a change of use and at that time the Fire Department would assess.

The applicant clarified the types of testing and stated environmental testing referred to the use of a refrigerator where the part would be cooled down and an oven to heat it up. He stated the appliances were the same types found in any residential kitchen.

Commissioner Eldridge asked why there was no report from Carlisle Wortman.

Ms. Masson-Minock replied that there has not been a rezoning request since Charlotte Wilson was hired at the Township. She said Ms. Wilson did send a letter to her for review but due to their schedules there was not enough time to compile a report.

Michael Radzik, OCS Director addressed the building code issues. He stated at the time a change of use application was filed the Building Department's inspectors would tour the building. Any changes or violations would be required to be completed prior to occupancy.

Commissioner Sinkule asked the applicant how long his company has been in Plymouth.

The applicant replied since 2005.

Commissioner Sinkule asked how the business has fared.

The applicant replied very well but he wants to be near the American Center for Mobility.

Commissioner Sinkule asked the applicant if he leased the building in Plymouth.

The applicant confirmed.

A motion was made by Commissioner Eldridge to recommend approval to the Township Board of Trustees the request to rezone the 1.424 acre parcel from B-3 (General Business) to IRO (Industrial Research Office) located at 1250 East Michigan Avenue, Parcel K-11-10-107-011 as the request is consistent with the criteria established in the Township zoning ordinance section 2704: Criteria for Amendments to the Zoning Map; and is also consistent with the changing Master Plan.

Ms. Masson-Minock suggested an amendment: Criteria for Amendments to the Zoning Map and is consistent with the finding that circumstances have significantly changed since 2014, specifically the opening of the American Center for Mobility and the proposed changes in zoning districts.

Commissioner Eldridge repeated the amendment and added: and the elimination of the B-4 and other districts.

Commissioner Krieg supported as amended.

The motion passed unanimously.

6. OLD BUSINESS

None

6. NEW BUSINESS

None

7. OPEN DISCUSSION FOR ISSUES NOT ON THE AGENDA

A. CORRESPONDENCE RECEIVED

Ms. Masson-Minock said the Commissioners have the latest publication from Michigan Association of Planning on their desks.

B. PLANNING COMMISSION MEMBERS

None

C. MEMBERS OF THE AUDIENCE

None

8. TOWNSHIP BOARD REPRESENTATIVE REPORT

There was no report.

9. ZONING BOARD OF APPEALS REPRESENTATIVE REPORT

There was no report.

10. TOWNSHIP ATTORNEY REPORT

There was no attorney report.

11. PLANNING DEPARTMENT REPORT

Mr. Radzik updated current projects. He said Restaurant Depot is having a pre-construction meeting on Tuesday April 3, 2017 and may have begun site clearing.

Fairfield Inn is close to receiving their Certificate of Occupancy and should open spring 2018.

Hampton Inn is in the second round of preliminary site plan review. It will be across the street from Fairfield Inn.

Mr. Radzik said he is expecting another preliminary site plan for a third hotel at 800 South Hewitt Road in the upcoming weeks.

Mr. Radzik said the Township has had numerous inquiries on vacant land for single-family and multi-family construction.

12. OTHER BUSINESS

There was no other business.

A motion was made by a Commissioner Peterson, supported by Commissioner Krieg to adjourn the meeting. The motion carried unanimously.

The meeting was adjourned at approximately 7:20 p.m.

Respectfully submitted,

Laura Gough
OCS Clerk

Recommended for approval as edited
Laurence Krieg, Secretary
Planning Commission

CHARTER TOWNSHIP OF YPSILANTI

OFFICE OF COMMUNITY STANDARDS

Building Safety • Planning & Zoning • Ordinance Enforcement • Police Services

Staff Report
Petition to Rezone Real Property
1250 East Michigan Avenue

March 27, 2018

CASE LOCATION AND SUMMARY

A petition has been filed with the Office of Community Standards requesting to consider recommending to the Township Board of Trustees to rezone the 1.424 acre parcel from B-3 (General Business) to IRO (Industrial Research Office) located at 1250 East Michigan Avenue, parcel K-11-10-107-011.

APPLICANT

Carlos Gutierrez Martinez
775 Davis Street, Suite #4
Plymouth, MI 48170

CROSS REFERENCES

Zoning Ordinance citations:

- Article XXVII; Section 2701 – Changes and Amendments
- Article XIII; Section 1300 – IRO Industrial, Research and Office District

SUBJECT SITE USE, ZONING AND COMPREHENSIVE PLAN

The Comprehensive Plan designates this site for Urban Commercial Corridor which corresponds to the following zoning districts: P-1, RM-5, B-4, B-5, and B-6. The subject property is currently zoned B-3, general business. The parcel is currently a vacant commercial building, previously an automotive parts shop.

The proposed use is for professional engineering offices validating electrical components (airbag sensors, radios, ect.). Equipment for testing is used in an office environment, generally within cubicles.

On November 3rd, 2017, a zoning verification letter was written stating that the proposed use is permitted if the principal use remained office space for the engineering firm. The applicant was concerned that their business would be primarily data collection of automotive parts with office space as an accessory use.

*1250 East Michigan Avenue Rezoning
March 27th, 2018*

Aerial – 1250 East Michigan Avenue



Google Maps – 1250 East Michigan Avenue



ADJACENT USES, ZONING AND COMPREHENSIVE PLAN

Direction	Use	Zoning	Master Plan
North	Commercial	B-3	Urban Commercial Corridor
South	Railroad / Multiple-Family Residential	N/A / RM-2	N/A / MFR-2
East	Commercial	B-3	Urban Commercial Corridor
West	Commercial	B-3	Urban Commercial Corridor

ANALYSIS

Section 2704 of the Zoning Ordinance provides criteria for amendment of the zoning map. This review is based on those rezoning criteria and the most recent Master Plan update.

a. Consistency with the goals, policies and future land use map of the Charter Township of Ypsilanti Master Plan, including any sub-area or corridor plans. If conditions have changed since the master plan was adopted, the rezoning may be found to be consistent with recent development trends in the area.

- The requested rezoning is not consistent with the Future Land Use Map of the Township Master Plan which recommends “Urban Commercial Corridor” uses for the subject properties. However, the zoning districts which correspond with Urban Commercial Corridor (B-4, B-5, B-6) were removed from the zoning ordinance in March 2018. Conditions have changed since the Master Plan was updated in 2014. The American Center for Mobility is changing the economic landscape of the Township, attracting supporting research businesses that are vital for its success. This rezoning request is consistent with the goals stated in the Plan.
- With a grant from the University of Michigan, Carlisle/Wortman Associates is undergoing a corridor study of East Michigan Avenue (along with Ecorse Road). While this is in the public discussion phases, there has been general agreement and no direct opposition to date.
- Excerpt from 2014 Master Plan Update: Urban Commercial Corridor: Michigan Avenue. This corridor is the primary eastern gateway into and out of the City of Ypsilanti. This corridor contains more intense commercial activity and uses, but is developed in a typical suburban style with large setbacks and lot areas. Adjacent uses are more intense than Ecorse, including larger industrial development (especially toward the east), in addition to single-family and multi-family housing. There has been more recent development along this corridor, so by leveraging this development into a unified corridor typology, the Township can increase density, activity and promote the area as a major gateway.

b. Compatibility of the site's physical, geological, hydrological and other environmental features with all uses permitted in the proposed zoning district compared to uses permitted under current zoning.

- There is no evidence indicating that the site contains any environmental features that would restrict development under either the current or proposed zoning designations.
- c. *Evidence the applicant cannot receive a reasonable return on investment through developing the property with at least one of the uses permitted under the current zoning.*
- The current facility located in Plymouth is looking for a more suitable location for their business. The applicant will likely receive a reasonable return on investment with a commercial use but this is not central to the business. The principal research aspects of the proposed use would not be allowed without the requested zoning amendment.
- d. *The compatibility of all uses permitted in the proposed zoning district with surrounding uses and zoning in terms of land suitability, impacts on the environment, density, nature of use, traffic impacts, aesthetics, infrastructure and potential influence on property values compared to uses permitted under current zoning.*
- As the proposed IRO zoning designation prohibits the outdoor storage of goods or materials, the impact to any neighboring property will be limited. The properties to the east, west, and north are commercial properties and would not be affected by the rezoning. The property immediately to the south is railroad, followed by multiple family residential. All IRO use activity must be within an enclosed building and the uses would have minimal impact on surrounding properties.
- e. *The capacity of township utilities and services are sufficient to accommodate all the uses permitted in the requested district without compromising the health, safety and welfare of the township.*
- Public water and sewer and other necessary utilities are available in this area to serve the site.
- f. *The capacity of the street system to safely and efficiently accommodate the expected traffic generated by uses permitted in the requested zoning district. A traffic impact study in accordance with the requirements of the township traffic impact study ordinance shall be provided if the proposed rezoning district permits uses that could generate 100 or more directional trips during the peak hour, or at least 1,000 more trips per day than the majority of the uses that could be developed under the current zoning, as determined by the community and economic development department.*
- A traffic impact study was not required for this proposal due to a negligible change in traffic which is far less than the 100 peak hour trips noted by the ordinance to require a traffic impact study.
- g. *The apparent demand for the types of uses permitted in the requested zoning district in the township, and surrounding area, in relation to the amount of land in the township, and surrounding area, currently zoned and available to accommodate the demand.*

- The American Center for Mobility is increasing demand for supporting industries in the surrounding area. Existing facilities of this size for office research operations are limited. The existing 6,871 square foot building with an elevated loading dock is suited for re-use to an automotive research use. Most vacant buildings in the industrial zoning districts are set up for larger scale manufacturing work. An automotive research site of the nature proposed does not need 100,000 square feet or more of space.
 - The B-3 zoning designation also would not permit the existing use by a matter of right or special land use. The proposed rezoning would resolve this issue.
- h. The boundaries of the requested zoning district are sufficient to meet the dimensional regulations for the zoning district listed in Article XX Schedule of Regulations.*
- The property meets the dimensional requirements as noted within the schedule of regulations, except for the west side setback. IRO requires a setback of 20 feet. The current facility has a west side setback of 10 feet.
- i. If a rezoning is appropriate, the requested zoning district shall be more appropriate from the township's perspective than another zoning district.*
- The proposed IRO zoning is more appropriate than other zoning districts which would allow the same use, such as I-1. The intent of the IRO district is to be the least intense of industrial zoning districts. No outdoor storage is permitted and all activities must remain within enclosed buildings. The IRO zoning district ensures the compatibility between the operations and activities of businesses and character of the neighborhood in which the center is located
- j. The requested rezoning will not create an isolated and unplanned spot zone.*
- The requested IRO zoning on this site would be consistent with surrounding land uses. The land uses permitted in IRO are harmonious with B-3 uses and Master Plan description of the Urban Commercial Corridor.
- k. The request has not previously been submitted within the past one year, unless conditions have changed or new information has been provided.*
- A rezoning request has not been considered on this site within the past year.

RECOMMENDATION

The recent changes to the zoning ordinance and economic landscape of the Township deem the Urban Commercial Corridor future land use category as outdated. After reviewing the uses permitted by right and special use in IRO and B-3, the uses in IRO ensure the compatibility between the operations and activities of businesses and character of the neighborhood in which the center is located. The intent of the B-3 general business district is designed to provide sites for more diversified business types which would often be incompatible with the pedestrian movement in the local business district or the community business district.

This request requires the Planning Commission to make a recommendation to the Township Board. Therefore, it is the recommendation of staff that the Planning Commission approve a motion to recommend approval to the Township Board.

Suggested Motions: *The following suggested motions are intended to assist the Commission in making the desired motion of their choice. The Commission may utilize, add or reject any motion and/or conditions suggested herein as they deem appropriate.*

Motion to approve:

“I move to recommend approval to the Township Board of Trustees the request to rezone the 1.424 acre parcel from B-3 (General Business) to IRO (Industrial Research Office) located at 1250 East Michigan Avenue, parcel K-11-10-107-011 as the request is consistent with the criteria established in the Township Zoning Ordinance Section 2704, criteria for amendments to the zoning map.”

Motion to deny:

“I move to recommend denial to the Township Board of Trustees the request to rezone the 1.424 acre parcel from B-3 (General Business) to IRO (Industrial Research Office) located at 1250 East Michigan Avenue, parcel K-11-10-107-011 as the request is inconsistent with the criteria established in the Township Zoning Ordinance Section 2704, criteria for amendments to the zoning map:

1. _____
2. _____
3. _____”

Respectfully submitted,

Charlotte Wilson

Charlotte Wilson
Planning and Development Coordinator

CHARTER TOWNSHIP OF YPSILANTI

RECEIVED

OFFICE OF COMMUNITY STANDARDS

MAR 05 2018

Building Safety • Planning & Zoning • Ordinance Enforcement • Police Services

YPSILANTI TOWNSHIP
OGS

REZONING APPLICATION

Article 27, Ypsilanti Township Zoning Ordinance (Changes & Amendments)

Petitioner: Carlos Gutierrez Martinez Contact Number: (734) 679-8340

Mailing Address: 775 Davis St. Ste #4 Plymouth, Michigan 48170

Are you the property owner: Yes: No:

1. State your interest in the property (land contract, purchase agreement, etc.):
Purchase Agreement. (See attached Letter of Intent)

2. State proposed zoning amendment or change: Proposed to ROI or LI. Based on the attached information this rezoning application satisfies the requirements identified in section 2703 in order to initiate this process.

3. State reason(s) for zoning amendment or change: To better reflect the nature of GM&T Engineering, Inc's current business and to allow for future and consistent growth of our engineering and testing activities.

4. Provide description of property being considered and the general location: The address of the Site is 1250 East Michigan Avenue, Ypsilanti Township, Michigan @ Washtenaw County. According to the Ypsilanti Township Assessor, the assessor's parcel number of the Site is K-11-10-107-011. The full legal description is attached

5. List the proposed use and/or structures to be place on property being considered for rezoning: Testing, Engineering of Electrical/Electronics components
240-480V 3Phase

6. Attach legal property description and sketch plan of area involved showing adjoining streets: Attached: YES

7. Applicant shall submit or attach any other information requested or may include additional information he/she believes will assist in reaching an equitable decision.

[Signature]
Applicant Signature

3/2/18
Date

Planning Signature

Date

Fee: \$ _____	<u>Fee Breakdown:</u>	
	Township:\$750	(249.000.000.607.001)
	Planner:.....\$540 + 16 per acre	(249.000.000.204.065)
	Engineer:.....Hourly Rate	(249.000.000.204.061)



VEREIT, Inc.
2325 E. CAMELBACK ROAD, SUITE 1100, PHOENIX, AZ 85016
T: (602) 778-6000
WWW.VEREIT.COM

VIA EMAIL:

November 30, 2017

Jim Berkemeier
Principal
Advocate Commercial Real Estate Advisors of Michigan, LLC

Re: Property Sale Letter of Interest
1250 E. Michigan Ave., Ypsilanti, MI 48198

Dear Jim:

This Letter of Interest (this "Letter") outlines the basic terms under which ARCP AAYLNMI001, LLC, a Delaware Limited Liability Company ("Seller"), would consider a sale of the property referenced above (the "Property"). This Letter contains only a brief summary of certain basic terms and conditions proposed for the purchase and sale of the Property. Neither Buyer nor Seller will have any obligation to each other regarding this transaction unless and until a definitive Purchase and Sale Agreement ("Purchase Agreement") has been executed and delivered by both parties.

1. **Buyer:** TBD or its Seller-approved affiliated assignee.
2. **Property Description:** Seller's fee simple interest in the Property, subject to existing lease(s) and all matters of record.
3. **Purchase Agreement:** Seller will prepare the Purchase Agreement and provide it to Buyer after the parties have executed this Letter. The Purchase Agreement will be based upon the terms and conditions summarized in this Letter and contain such other terms and conditions as may be acceptable to Buyer and Seller in their sole discretion.
4. **Purchase Price:** The Purchase Price will be the sum of Three Hundred Sixty Thousand (\$360,000) Dollars payable in cash at Closing.
5. **Earnest Money Deposit:** Within two (2) business days after Buyer's execution of the Purchase Agreement, Buyer will deposit cash in the amount of \$8,000 (the "Deposit") with Escrow Agent. The initial Deposit will be fully refundable to Buyer during the Inspection Period described below. If Buyer elects to proceed with the purchase, the Deposit will be increased by Buyer to a total of \$2,000 upon the expiration of the Inspection Period, which amount will be non-refundable to Buyer but will be applied to

13. **Confidentiality:** Buyer agrees to keep the terms of this Letter confidential and shall not disclose the terms of the proposed transaction (other than to Buyer's employees, agents and representatives who are involved with the transaction) without the prior written consent of Seller. Buyer acknowledges that such confidentiality is a material inducement for Seller to provide this Letter to Buyer.
14. **Deadline for Reply:** The proposal outlined in this Letter is valid for discussion only until 5:00 pm MST on 11/9/2017. If Buyer desires to consider the Property for purchase, Buyer must execute and return a copy of this Letter to Seller prior to such time.

This Letter shall serve solely as an expression of the parties' preliminary interest and discussions regarding the proposed sale of the Property and shall not be construed as a binding document, except for the matters set forth in Paragraphs 11 (Brokers) and 13 (Confidentiality) above. Buyer and Seller agree that neither party will be bound in any manner with respect to the sale or purchase of the Property unless and until a formal Purchase Agreement, in form and content satisfactory to both parties in their sole discretion, has been executed and delivered by both parties. Buyer acknowledges that Seller may be marketing the Property for sale to other potential purchasers. Seller shall have no obligation for any property investigation costs or other due diligence or transaction costs incurred by Buyer. Each party shall bear its own costs and expenses incurred in connection with the negotiation, preparation and execution of the Purchase Agreement.

If the above is in accordance with your understanding, please sign and date this Letter of Interest where indicated below and return a copy to Seller.


Sincerely,

Patrick Gaffney, Manager, Dispositions
VEREIT, Inc.

Accepted and Agreed this 30 day of November, 2017:

BUYER:

(Please indicate entity type (e.g., Corp/LLC/Other) and state of formation, as applicable)

By: 

Print Name: CARLOS GUTIERREZ

Title: PRESIDENT



First American

Rezoning requested for IRO or LI
Requester: Carlos Gutierrez Martinez /
GM&T Engineering, Inc
(734) 679-8340

myFirstAm® Property Profile

1250 E Michigan Ave, Ypsilanti, MI 48198

Property Information	
Owner(s):	Arcp Aaylnm1001 Llc / Veriet
Mailing Address:	Po Box 460369, Houston, TX 77056
Owner Phone:	Unknown
Property Address:	1250 E Michigan Ave, Ypsilanti, MI 48198
Vesting Type:	N/A
Alt. APN:	K01110107011
County:	Washtenaw
APN:	K-11-10-107-011
Map Coord:	K-11;4492-D4
Census Tract:	411900
Lot#:	9
Block:	107
Subdivision:	Supervisors 05
Tract:	
Legal:	Being Part Of Lot 9 And The Wly 78.16 Ftof Lot 8 Supervisors Plat #5, Section 10, T3s, R7e, Ypsilanti Twp, Wash Co, Mi, Desc As: Beg At The Ne Cor Sd Lot 9, Th S 01-07-12 E 305.37 Ft On E/L Said Lot 9 To N R/W For Mich Central Rr, Th S 69-58-33 W 116.31 F T On Sd N R/W Ln, Th Cont On Sd R/W For Following Two Courses, S 00-58-48 E 32.03 Ft, Th S 70-21-58 W 78.16 Ft, Th N 03-19-33 W 345.22 Ft To Sd Sly Ln Mich Ave, Th N 73-20-07 E 205 Ft To Pob. Cont 1.42 Ac +/- Subj To Esmts, Restrictions, Reservations, Row, Leases & Agreements Of Record, If Any. Split On 07/23/2001 From K -11-10-107-010K -11-10-107-009;

Property Characteristics		
Use:	Misc Commercial Services	Year Built / Eff. : 2002 /
		Sq. Ft. : 6871
Zoning:		Lot Size Ac / Sq Ft: 1.42 / 61855
Stories:		# of Units:
		Improvements:
Gross Area:		Parking / #: /
		Garage Area :
		Basement Area:

Sale and Loan Information		
Sale / Rec Date:	*\$/Sq. Ft.:	2nd Mtg.:
Sale Price:	1st Loan:	Prior Sale Amt:
Doc No.:	Loan Type:	Prior Sale Date:
Doc Type:	Transfer Date:	Prior Doc No.:
Seller:	Lender:	Prior Doc Type:

*\$/Sq.Ft. is a calculation of Sale Price divided by Sq.Feet.

Tax Information	
Imp Value:	Exemption Type:
Land Value:	Tax Year / Area: 2016 / K
Total Value: \$227,400	Tax Value:
Total Tax Amt: \$15,778.22	Improved:

4.0 SITE RECONNAISSANCE

4.1 General Site Characteristics

The Site consists of a single user 1.42-acre generally rectangular-shaped parcel developed with a single-story retail building containing a total of 6,871 gross square feet. The Site is also improved with asphalt paved driveways and parking areas. The Site was developed with the existing improvements in 2002. On-site parking is provided for approximately 34 vehicles in open surface lots.

The Subject Site is located in a retail and residential area of Ypsilanti Township, Michigan. Adjacent property uses include East Michigan Avenue to the north followed by a church at 1249 East Michigan, a small retail store at 1255 East Michigan, and a residential dwelling at 1269 East Michigan; a small restaurant and residential dwelling at 1292 East Michigan to the east; unimproved land and a railroad line to the south; and Ypsilanti Import Auto Sales at 1200 East Michigan to the west. In general, the Site reconnaissance did not identify obvious evidence of recognized environmental conditions at the surrounding properties.

4.1.1 Solid Waste Disposal

Solid waste on the Site is collected in one (1), 4-cubic yard dumpster situated in a fenced enclosure south of the building. The solid waste is collected by Veolia. The dumpster was noted to contain miscellaneous refuse at the time of the Site reconnaissance and no indication of potentially hazardous material disposal was noted during Nova's reconnaissance.

4.1.2 Surface Water Drainage

Storm water surface drainage on the Site is accomplished via sheet flow throughout the Site in paved areas in various directions away from the Site building to interconnected storm water catch basins, which eventually drain off-site.

4.1.3 Wells and Cisterns

No aboveground evidence of wells or cisterns was observed during the Site reconnaissance.

4.1.4 Wastewater

No indications of industrial wastewater disposal or treatment facilities were observed during the on-Site reconnaissance.

4.1.5 Additional Site Observations

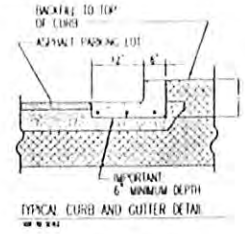
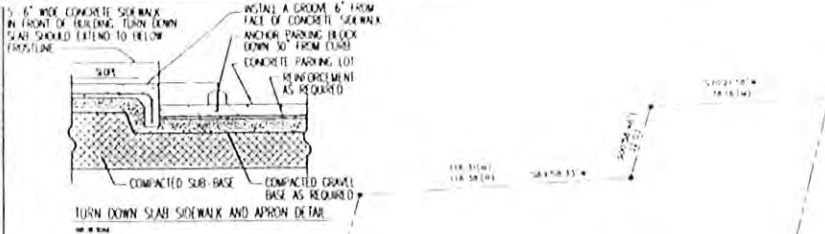
No additional relevant general Site characteristics were observed.

2.6 Current Use of Adjoining Properties

During the vicinity reconnaissance, Nova observed the following land use on properties in the immediate vicinity of the Site.

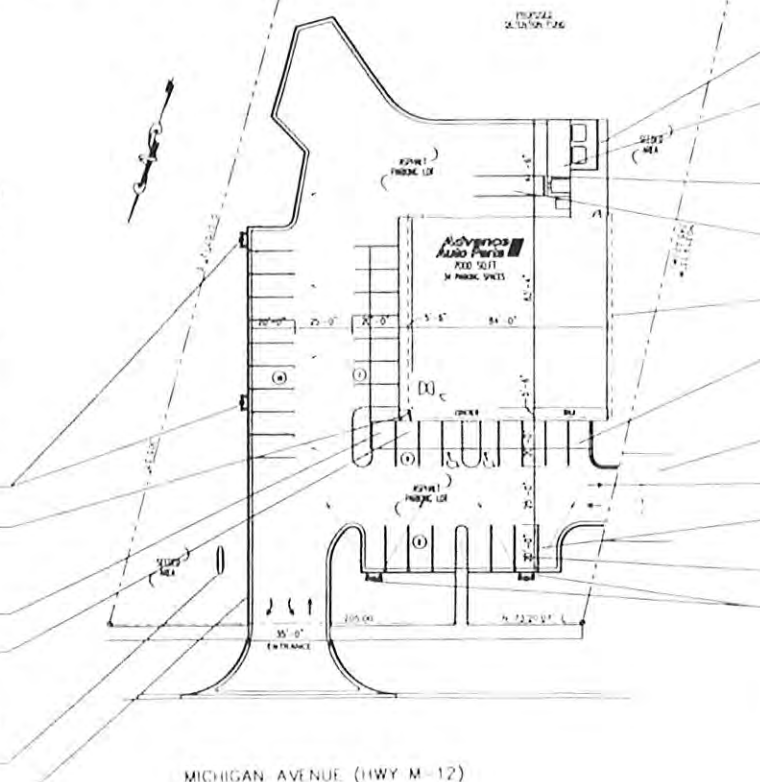
- North:** Areas adjacent to the north include East Michigan Avenue followed by a church at 1249 East Michigan, a small retail store at 1255 East Michigan, and a residential dwelling at 1269 East Michigan. Site reconnaissance did not identify obvious evidence of recognized environmental conditions.
- East:** Areas adjacent to the east include a small restaurant and residential dwelling at 1292 East Michigan. Site reconnaissance did not identify obvious evidence of recognized environmental conditions.
- South:** Areas adjacent to the south include unimproved land and a railroad line. Site reconnaissance did not identify obvious evidence of recognized environmental conditions.
- West:** Areas adjacent to the west include Ypsilanti Import Auto Sales at 1200 East Michigan. Site reconnaissance did not identify obvious evidence of recognized environmental conditions.

LANDSCAPING NOTE
 CONTRACTOR SHALL COMPLY WITH ALL APPLICABLE ORDINANCES REGARDING LANDSCAPING. GENERAL CONTRACTOR IS TO CLEAN ENTIRE SITE OF ALL CONSTRUCTION DEBRIS AND TO MAKE ENTIRE SITE CONSTRUCTION READY TO RECEIVE LANDSCAPING. CONTRACTOR SHALL APPLY 2" OF LANDSCAPE GRADE TOP SOIL TO ENTIRE SITE. PLANT GRASS SEED AND APPLY STRAW AND WATER (INCLUDING ANY ADJACENT EASEMENTS OR PROPERTY) IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO ESTABLISH A HEALTHY STAND OF GRASS. ON ALL SEEDING AREAS, A HEALTHY STAND OF GRASS CAN NOT BE ESTABLISHED BY STORE OPENING THEN SOIL SHALL BE INSTALLED AND WATERED UNTIL GRASS IS ESTABLISHED. IN THE EVENT OF PLANTING BEDS OR MULCH ARE REQUIRED, THE CONTRACTOR SHALL INSTALL BLACK FABRIC MESH UNDER MULCH TO PREVENT WEED GROWTH. CONTRACTOR SHALL BE RESPONSIBLE FOR THE CARE AND MAINTENANCE OF ALL LANDSCAPED AREAS UNTIL THE DATE OF THIRTY (30) DAYS FOLLOWING THE PLANTING OF THE GRASS AND SHRUBS, OR (a) THE DATE THAT BUSINESS OPENS TO THE PUBLIC.



NOTES TO GENERAL CONTRACTOR

- PARKING LOT GRADING SHALL NOT EXCEED 1% CROSS SLOPE.
- PARKING SPACES ARE TO BE 10' X 20' UNLESS OTHERWISE NOTED.
- CONTRACTOR IS RESPONSIBLE FOR PROVIDING AND INSTALLING MAILBOX ON SITE. MAILBOX MUST MEET ALL U.S. POST OFFICE REQUIREMENTS.
- CONTRACTOR SHALL ALSO INSTALL 4" VINYL BUILDING ADDRESS IN FRONT WINDOWS AS DIRECTED BY ADVANCE AUTO PARTS CONSTRUCTION ADMINISTRATOR.
- CONTRACTOR IS TO STAKE LOCATION OF PYLON SIGN AND NOTIFY ADVANCE AUTO PARTS CONSTRUCTION ADMINISTRATOR FOR EARLIEST POSSIBLE INSTALLATION.
- CONTRACTOR IS TO PRESSURE WASH THE ENTIRE PARKING LOT SURFACE AND FRONT SIDEWALK THE MORNING PRIOR TO STORE OPENING.
- INSTALL 25" HIGH STEEL LIGHT POLE ON CONCRETE BASE WITH (2) 400 WATT METAL HALIDE FIXTURES. FIXTURES ARE TO BE 18" TALL BY LITHONIA, TFC SERIES, TFC 400M R1120 BLM SPREAD OR MXX-0400H-268-M50-L BY HUBBELL LIGHTING INC. ALL SITE LIGHTS AND SOFT LIGHTS ARE TO BE CONTROLLED THRU THE SAME TIME CLOCK WITH (1) SET OF TRIPPERS. HAND RUBBED FINISH ON CONCRETE BASE. SEE DETAIL SHEET FOR LIGHT POLE BASE DIMENSIONS (TYPICAL OF 4).
- LANDSCAP RAMP TO MEET ALL ADA AND LOCAL REQUIREMENTS.
- 2" OF CONCRETE APRON IS TO BE FULL 4" THICK 4000 PSI CONCRETE WITH WWP STEEL REINFORCEMENT. APPLY (2) COATS OF H&C BLACK ACRYLIC STAIN ACCORDING TO MANUFACTURER'S SPECIFICATIONS TO MATCH THE PARKING LOT BEFORE STRIPING.
- TURN DOWN CONCRETE PARKING BLOCKS 6" FROM FACE OF BUILDING.
- ROAD SIGN FURN & INSTALLED BY ADVANCE CONTRACTOR'S ELECTRICIAN IS TO PROVIDE SEPARATE UNDERGROUND CIRCUIT TO WIRE THRU DEDICATED TIME CLOCK WITH (2) SETS OF TRIPPERS. CONTRACTOR'S ELECTRICIAN IS TO RETURN AND MAKE ALL NECESSARY CONNECTIONS AFTER ROAD SIGN IS ERECTED. CONTRACTOR'S ELECTRICIAN IS TO INSTALL A WEATHERPROOF ELECTRICAL AT BASE OF POLE.
- 2" HIGH CONCRETE CURB & GUTTER CONTAINED EXISTING SITE BACKFILL TO TOP OF CURB.



- 6" HIGH TREATED WOOD DUMPSTER SCREEN PRIME AND PAINT TO MATCH THE BUILDING. SEE DETAIL SHEET.
- CONCRETE APRON IS TO BE FULL 4" THICK 4000 PSI CONCRETE WITH WWP STEEL REINFORCEMENT. APPLY (2) COATS OF H&C BLACK ACRYLIC STAIN TO MATCH THE PARKING LOT BEFORE STRIPING.
- PAINT GUIDE LINES ON THE PARKING LOT FOR TRUCKS TO LINE UP WITH LIFT. SEE DETAIL SHEET.
- SURFACE UNDER TRAILER IS TO BE LEVEL SO THAT THE TRAILER BED WILL LINE UP WITH THE.
- DASHED LINE INDICATES FASCIA OVERHANG. ANCHOR DOWN CONCRETE PARKING BLOCKS 6" FROM FACE OF CURB.
- 12"-0" CONCRETE APRON IS TO BE FULL 4" THICK 4000 PSI CONCRETE WITH WWP STEEL REINFORCEMENT. APPLY (2) COATS OF H&C BLACK ACRYLIC STAIN ACCORDING TO MANUFACTURER'S SPECIFICATIONS TO MATCH THE PARKING LOT BEFORE STRIPING.
- BE IN EASEMENT WITH EXISTING ASPHALT.
- PAINT DIRECTIONAL ARROWS AS SHOWN.
- PARKING LINES 4" WIDE PAINTED WHITE (TWO COATS OF SHERWIN WILLIAMS TRAFFIC MARKING PAINT).
- AIM PARKING LOT LIGHTS TO ILLUMINATE PARKING SPACES AS SHOWN BY DIRECTIONAL ARROWS.
- INSTALL 25" HIGH STEEL LIGHT POLE ON CONCRETE BASE WITH (2) 400 WATT METAL HALIDE FIXTURES. FIXTURES ARE TO BE 18" TALL BY LITHONIA, TFC SERIES, TFC 400M R1120 BLM SPREAD OR MXX-0400H-268-M50-L BY HUBBELL LIGHTING INC. ALL SITE LIGHTS AND SOFT LIGHTS ARE TO BE CONTROLLED THRU THE SAME TIME CLOCK WITH (1) SET OF TRIPPERS. HAND RUBBED FINISH ON CONCRETE BASE. SEE DETAIL SHEET FOR LIGHT POLE BASE DIMENSIONS (TYPICAL OF 4).

EXHIBIT 11 18 JUNE 01 SHEET 2 OF 16
 SITE PLAN
 YPSILANTI, MI

 JOHN P. DSW



SITE PLAN

DRAWING NOT TO SCALE



NOVA CONSULTING GROUP, INC.

**Site Name: Advance Auto Parts – Store #6007
1250 East Michigan Avenue
Ypsilanti, Michigan 48198**

Project Number: R11-2708



PLAT MAP	DRAWING NOT TO SCALE N↑
NOVA CONSULTING GROUP, INC.	<p>Site Name: Advance Auto Parts – Store #6007 1250 East Michigan Avenue Ypsilanti, Michigan 48198</p> <p>Project Number: R11-2708</p>

**For Sale
or Lease**



For more information call:
Ben Hubert or Ben Rosenzweig

248 540 1000 www.colliers.com

**THIS PROPERTY
PETITIONED FOR
REZONING FROM
B-3 TO IRO**

OTICE OF PUBLIC HEARING

Planning Commission invites the
to attend a public hearing on this
ation to be held on TUESDAY,
H 27, 2018 at approximately 6:30
n the Civic Center Board Room
(S. Huron River Drive) to comment
raise objections, if any, to this pe-

file and map are available for in-
on at the Civic Center in the Office
ommunity Standards or call
95.3943 for more information.
a address written comments to:
nti Township Planning Commis-
7200 S. Huron River Drive, Ypsi-
MI 48197 or email to
n@ytown.org.

l Description
NG PART OF LOT 9 AND THE
78.16 FTOF LOT 8 SUPERVI-
PLAT #5, SECTION 10, T3S,
YPSILANTI TWP, WASH CO, MI,
AS: BEG AT THE NE COR SD
, TH S 01-07-12 E 305.37 FT ON
AID LOT 9 TO N R/W FOR MICH
RAL RR, TH S 69-58-33 W
FT ON SD N R/W LN, TH CONT
D R/W FOR FOLLOWING TWO
SES, S 00-58-48 E 32.03 FT, TH
1-58 W 78.16 FT, TH N 03-19-33
5.22 FT TO SD SLY LN MICH
TH N 73-20-07 E 205 FT TO
CONT 1.42 AC +/- SUBJ TO
S, RESTRICTIONS, RESERVA-
S, ROW, LEASES & AGREE-
S OF RECORD,
NY. SPLIT ON 07/23/2001 FROM
10-107-010K -11-10-107-009

LISHED: Monday, March 12th,

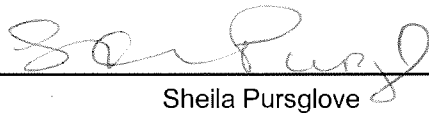
3/12/18

CHARTER TOWNSHIP OF YPSILANTI NOTICE OF PUBLIC HEARING The Planning Commission invites the public to attend a public hearing on this application to be held on TUESDAY, MARCH 27, 2018 at approximately 6:30 P.M. in the Civic Center Board Room (7200 S. Huron River Drive) to comment on or raise objections, if any, to this petition. The file and map are available for inspection at the Civic Center in the Office of Community Standards or call 734.485.3943 for more information. Please address written comments to: Ypsilanti Township Planning Commission, 7200 S. Huron River Drive, Ypsilanti, MI 48197 or email to cwilson@ytown.org. Legal Description BEING PART OF LOT 9 AND THE WLY 78.16 FTOF LOT 8 SUPERVISORS PLAT #5, SECTION 10, T3S, R7E, YPSILANTI TWP, WASH CO, MI, DESC AS: BEG AT THE NE COR SD LOT 9, TH S 01-07-12 E 305.37 FT ON E/L SAID LOT 9 TO N R/W FOR MICH CENTRAL RR, TH S 69-58-33 W 116.31 FT ON SD N R/W LN, TH CONT ON SD R/W FOR FOLLOWING TWO COURSES, S 00-58-48 E 32.03 FT, TH S 70-21-58 W 78.16 FT, TH N 03-19-33 W 345.22 FT TO SD SLY LN MICH AVE, TH N 73-20-07 E 205 FT TO POB. CONT 1.42 AC +/- . SUBJ TO ESMTS, RESTRICTIONS, RESERVATIONS, ROW, LEASES & AGREEMENTS OF RECORD, IF ANY. SPLIT ON 07/23/2001 FROM K -11-10-107-010K -11-10-107-009 PUBLISHED: Monday, March 12th, 2018 /18 3/12

(Affidavit of Publisher)

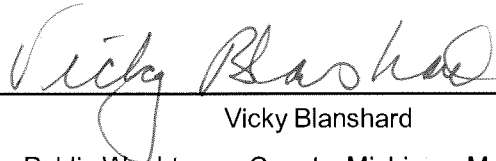
STATE OF MICHIGAN,
ss.
COUNTY OF WASHTENAW

The undersigned, an employee of the publisher of Washtenaw County Legal News, having knowledge of the facts, being duly sworn deposes and says that a notice, a true copy of which is annexed hereto, was published in Washtenaw County Legal News a newspaper circulated in Washtenaw County on March 12, 2018 A.D.



Sheila Pursglove

Subscribed and sworn before me on this 12th day of March 2018 A.D.



Vicky Blanshard

Notary Public Washtenaw County, Michigan. My commission expires: August 9, 2020 Acting in Washtenaw County, Michigan.

Attorney: Ypsilanti Twp. - Ypsilanti Twp.
 AttorneyFile#:
 Notice#: 1344635

Washtenaw County Legal News

P.O. Box 1367

Ann Arbor, Michigan 48106

Phone: (734) 477-0201

Fax: (734) 477-0345

Ypsilanti Township
Attn: Deborah Graham
7200 S. Huron River Drive
Ypsilanti, MI 48197

Date: March 12, 2018

1. Notices/Affidavits

Thank you for placing your notices in the Washtenaw County Legal News!

CHARTER TOWNSHIP OF YPSILANTI

OFFICE OF COMMUNITY STANDARDS

Building Safety • Planning & Zoning • Ordinance Enforcement

TO: James F. Berkemeier and Carlos Gutierrez
FROM: Charlotte Wilson, Planning and Development Coordinator
DATE: November 3, 2017
SUBJECT: 1250 East Michigan Avenue

The property at 1250 East Michigan Avenue, parcel K-11-10-107-011, is zoned B-3, General Business.

The proposed use is for professional engineering offices validating electrical components (airbag sensors, radios, ect.). Equipment for testing is used in an office environment, generally within cubicles. Offices for professional occupations are a principal permitted use of B-3 in Section 801.1 of the zoning ordinance.

Sincerely,

Charlotte Wilson

Charlotte Wilson
Planning and Development Coordinator

ARTICLE XIII. - IRO INDUSTRIAL RESEARCH OFFICE DISTRICT

Sec. 1300. - Intent:

The IRO industrial research office districts is so designed as to provide for a "community of office, research and industrial facilities." The IRO industrial research office districts are designed to ensure the compatibility between the operations therein and the activities and character of the neighborhood in which the center is located. The district is established to encourage uses which have a high value per acre of land that will supplement the township's tax base.

Sec. 1301. - Principal uses permitted:

In an IRO industrial research office district, no building or land shall be used and no building shall be erected except for one or more of the following specified uses unless otherwise provided in this ordinance:

1. Any use charged with the principal function of basic research, design and pilot or experimental product development.
2. Office buildings for any of the following occupations: executive, administrative, professional, accounting, writing, clerical, stenographic, drafting and sales.
3. Data processing and computer centers, including service and maintenance of electronic data processing equipment.
4. Banks, credit unions, savings and loan associations.
5. Hospitals, clinics and medical offices; medical laboratories.
6. Motels or hotels.
7. Assembly halls, display halls, convention center or similar places of assembly when conducted completely within enclosed buildings.
8. Post offices.
9. State-licensed residential child and adult care facilities as provided for in section 2122.
10. Other uses similar to the above uses.
11. Municipal buildings and uses.
12. Accessory structures and uses customarily incident to the above permitted uses.

(Ord. No. 99-205, 3-16-99)

Sec. 1302. - Uses permitted subject to special conditions:

The following uses may be permitted upon the granting of a permit for such use by the planning commission subject to the conditions hereinafter imposed for each use, and subject further to such other conditions which, in the opinion of the commission, are necessary to provide adequate protection to the neighborhood and to abutting properties and subject further to a public hearing held in accord with sec. 2309 and further shall be reviewed as provided in sec. 2119:

1. Any of the following industrial uses when conducted wholly within a completely enclosed building:
 - a. The manufacture, compounding, processing, packaging or treatment of such products as: bakery goods, candy, cosmetics, pharmaceuticals, toiletries, food products, hardware and cutlery; tool, die, gauge and machine shops.
 - b. The manufacture, compounding, assembling or treatment of articles or merchandise from the following previously prepared materials: bone, canvas, cellophane, cloth, cork, feathers, felt, fiber, fur, glass, hair, horn, leather, paper, plastics, precious or semiprecious metals or stones, sheetmetal (excluding large stamping such as: automobile fenders or bodies), shell, textiles, tobacco, wax, wire, wood (excluding saw and planing mills) and yarns.
 - c. The manufacture of pottery and figurines or other similar ceramic products using only previously pulverized clay, and kilns fired only by electricity or gas.
 - d. Manufacture of musical instruments, toys, novelties and metal or rubber stamps, or other small molded rubber products.
 - e. Manufacture or assembly of electrical appliances, electronic instruments and devices, radios and phonographs.
 - f. Laboratories, experimental, film or testing.
2. Retail and service uses may be permitted in buildings which exceed one story in height as secondary uses to the principal permitted office uses included in paragraphs 1 through 5 of sec. 1301 above:
 - a. Retail businesses or service establishments.
 - b. Personal service establishments, such as but not limited to: repair shops (watches, radio, television, shoe, etc.), tailor shops, beauty parlors or barbershops, laundries or dry cleaners, printing or photographic reproduction, photographic, art or interior decorating studios.
 - c. Theaters, bowling alleys, billiard halls, health salons or similar forms of indoor recreation.
 - d. Restaurants or other places serving food and beverages, but not including drive-in, fast-food, carry-out or drive-through restaurants and subject further to the following conditions:
 - (1) Such uses shall be located within an office structure or motel building or shall be located in a freestanding building within the IRO district so as to be adjacent to a use designated as being allowed in sec. 1301, paragraphs 2, 3, 4, 5, 6, or 7.
 - (2) Such use shall be planned as a part of an overall plan for development of not less than 30 acres and shall be part of a service establishment complex for such development.

- (3) Such uses shall comprise not more than 20 percent of the land area of an overall development.
- (4) The location of such uses shall be established at the time of site plan review and approval for the total development complex.

Sec. 1303. - Required conditions:

1. The outdoor storage of goods or materials shall be prohibited.
2. Any use established in the IRO district shall be operated so as to comply with the performance standards set forth hereinafter in sec. 2120.
3. All uses shall receive site plan review and approval by the planning commission prior to the issuance of any building permit.
4. Off-street loading shall be provided in accordance with the following schedule:
 - a. For office buildings of less than 100,000 square feet in gross floor area, at least one loading space, separate from off-street parking, shall be provided in the rear or side yard only.
 - b. For office buildings of 100,000 square feet in gross floor area or more, at least one loading space with a dimension of at least ten by 50 feet or 500 square feet in area, with clearance of at least 14 feet in height, in the rear or side yard only.
 - c. For principal uses permitted subject to special conditions, one separate space, in addition to spaces required for offices, shall be provided for each service entrance to the secondary uses in the rear or side yard only.
 - d. For industrial buildings, off-street loading shall be provided in accordance with sec. 2106.
 - e. All loading and unloading shall be provided off street in the rear yard or in an interior side yard, and in no instance shall be permitted in a front yard. All loading and unloading areas shall be screened from public view.
5. All buildings shall be provided with finished materials on all sides exposed to public view. Pole barn types of structures shall not be permitted.
6. Marginal access roads may be required in accord with sec. 2115.5.d.
7. Any facility providing drive-through service shall provide a bypass land [lane] for vehicles not utilizing drive-through facilities.

Sec. 1304. - Area and bulk requirements:

See article XX, "Schedule of Regulations" limiting the height and bulk of buildings, the minimum size of lot by permitted land use and providing minimum yard setback requirements.

CHARTER TOWNSHIP OF YPSILANTI

Resolution No. 2018-12

RESOLUTION REGARDING THE DIVISION OF A PLATTED LOT

Resolution authorizing the division of platted lots in Country Club Park Subdivision

WHEREAS, the owner of a Lots 116, 117, 118 and 119 of Country Club Park Subdivision has made a request to change lot boundaries as previously approved and recorded; and

WHEREAS, Township ordinance no. 2000-243, Article IX, Section 11.01 states that "Upon the filing of a petition, by the owner or owners of all interest therein, with the Township Board, the platted lots, outlot, or parcels of land in existing recorded plats may be partitioned or divided upon resolution of the Township Board into not more than four (4) parts, each of which shall, in regard to width, depth and area, conform to the terms and provisions of the Charter Township of Ypsilanti Zoning Ordinance, as amended; and

WHEREAS, the Township Planning and Development Coordinator has reviewed the division and confirmed that the resulting parcels meet the minimum requirements for lot size and road frontage as set forth by Section 2000 of the Township Zoning Ordinance.

THEREFORE, BE IT RESOLVED, that the revised property descriptions are approved as follows:

LEGAL DESCRIPTIONS:

PARCEL 1:

ALL OF LOTS 116 AND 117 AND THE WEST HALF OF LOT 118

OTHERWISE DESCRIBED AS:

COMMENCING AT THE NW CORNER OF LOT 115 OF "COUNTRY CLUB PARK SUB", AS RECORDED IN LIBER 5 OF PLATS, PAGE 14 WASHTENAW COUNTY RECORDS, YPSILANTI TOWNSHIP, WAHTENAW COUNTY, MICHIGAN, THENCE S 89°05'00" E 70.07 FEET ALONG THE NORTH LINE OF SAID LOT 115 AND THE SOUTH LINE OF HARDING AVE (50.00 FEET WIDE) TO THE POINT OF BEGINNING,

THENCE CONTINUING S 89°05'00" E 150.00 FEET; THENCE S 00°50'42" W 119.84 FEET; THENCE N 89° 09' 51" W 149.84 FEET ALONG THE SOUTH LINE OF THE W ½ OF LOT 118 AND THE SOUTH LINE OF LOTS 116 & 117 OF SAID "COUNTRY CLUB PARK SUBDIVISION"; THENCE N 00°46'15" E 120.05 FEET ALONG THE WEST LINE OF SAID LOT 116 TO THE POINT OF BEGINNING. BEING A PART OF SECTION 7, T3S, R7E, YPSILANTI TOWNSHIP, WASHTENAW COUNTY, MICHIGAN AND CONTAINING 0.41 ACRES OF LAND, MORE OR LESS. BEING SUBJECT TO EASMENTS AND RESTRICTIONS OF RECORD, IF ANY.

PARCEL 2:

THE EAST HALF OF LOT 118 AND ALL OF LOT 119

OTHERWISE DESCRIBED AS:

COMMENCING AT THE NW CORNER OF LOT 115 OF "COUNTRY CLUB PARK SUB", AS RECORDED IN LIBER 5 OF PLATS, PAGE 14, WASHTENAW COUNTY RECORDS, YPSILANTI TOWNSHIP, WASHTENAW COUNTY, MICHIGAN, THENCE S 89°05'00' E 220.07 FEET ALONG THE NORTH LINE OF SAID LOT 115 AND THE SOUTH LINE OF HARDING AVE (50.00 FEET WIDE) TO THE POINT OF BEGINNING,

THENCE CONTINUING S 89°05'00' E 90.00 FEET; THENCE S 00°50'42' W 119.71 FEET; THENCE N 89°09'51' W 90.00 FEET ALONG THE SOUTH LINE OF LOT 119 AND THE E ½ OF LOT 118 OF SAID "COUNTRY CLUB PARK SUB"; THENCE N 00°50'42' E 119.84 FEET TO THE POINT OF BEGINNING. BEING A PART OF SECTION 7, T3S, R7E, YPSILANTI TOWNSHIP, WASHTENAW COUNTY, MICHIGAN AND CONTAINING 0.25 ACRES OF LAND, MORE OR LESS. BEING SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD, IF ANY.

Supervisor
BRENDA L. STUMBO
Clerk
KAREN LOVEJOY ROE
Treasurer
LARRY J. DOE
Trustees
STAN ELDRIDGE
HEATHER ROE
MONICA WILLIAMS
JIMMIE WILSON JR.



Charter Township of Ypsilanti

Assessor's Office

7200 S. Huron River Drive
Ypsilanti, MI 48197
Phone: (734) 487-4927
Fax: (734) 484-5159

Date: April 6, 2018

To: Ypsilanti Township Board

From: Brian McCleery
Assistant Assessor

Cc: Charlotte Wilson
Planning and Development Coordinator

Re: Request to approve Resolution 2018-12 to Change Platted Lot Boundary Line in Country Club Park Subdivision lots 116, 117, 118 and 119, dividing the original parcel into 2 parcels.

Parcel: 2433 Harding Ave: K-11-07-440-016, Lots 116, 117, 118 and 119

New Parcels:

Parcel 1: Lots 116, 117 and the West half of lot 118

Parcel 2: The East half of Lot 118 and lot 119

The Assessor's Office is requesting approval for the attached land division as the division would constitute a change in the original lot line in a recorded plat. The proposed division would divide lot 118 in half with each new parcel receiving half of the lot.

Ypsilanti Township's local ordinance requires Township Board approval if there are any revisions to the original lot line in a recorded plat. This is required as the Board has already approved the original plat and the requested division is a revision to the previously approved boundaries

The Planning and Development Coordinator has verified that the Lot division will not create any non-conforming conditions.

CHARTER TOWNSHIP OF YPSILANTI
OFFICE OF THE ASSESSOR
7200 S. Huron River Drive, Ypsilanti, Michigan 48197

PARCEL DIVISION/COMBINE FOR PLATTED LOTS ONLY

AUTHORIZATION REQUEST

When submitting an application, please provide the Assessor's Office with three (3) copies of the descriptions for the parcel. If the Applicant is not the Owner of record, legal ownership must be provided.

Home Phone: 734-434-2507 Tax ID # K-11-07-440-016

Work Phone: _____ Property Class: _____

Name: DENNIS E. SCHULTZ

Address: 6900 CARPENTER RD

City/State/Zip: YPSILANTI MI 48197

Proof of ownership or letter of authorization as agent _____

Proof that all taxes and/or special assessments are paid to current status _____

Township Board Approval _____

Attach new legal description _____

Combine Process:

1. All preliminary division/combines must be submitted to the Assessor's Office.
2. When dividing/combining lots in subdivision, you must provide three copies of a rough sketch to scale, and new legal descriptions.
3. The division/combine application will be processed for final approval/denial within forty-five (45) days of receipt.
4. To assure that a division/combine will appear on the following year's Assessment Roll, the Final paperwork must be submitted by December 31 of each year.
5. Division/combines received after that date would not have the assurance of appearing on the upcoming Assessment Roll.
6. There is no fee for the division/combine application of platted lots unless it involves the division/combine of a partial lot. Then a fee of \$25.00 for review and a fee of \$25.00 per lot will be charged.
7. If there is a principle residence exemption on any of the parcels involved in the division/combination, a new principle residence exemption must be re-filed for the new parcel number assigned after the division/combination has been approved.

I/We hereby authorize/request the Assessor's Office to divide/combine the following Parcel Number(s) after Township Board approval:

Dennis E. Schultz 3-14-18
Owner Signature(s) Date

Katherine J. Schultz 3-14-18
Co-Owner Signature Date

Supervisor
BRENDA L. STUMBO
Clerk
KAREN LOVEJOY ROE
Treasurer
LARRY J. DOE
Trustees
STAN ELDRIDGE
HEATHER ROE
MONICA WILLIAMS
JIMMIE WILSON JR.



Charter Township of Ypsilanti

Assessor's Office

7200 S. Huron River Drive
Ypsilanti, MI 48197
Phone: (734) 487-4927
Fax: (734) 484-5159

MEMORANDUM

TO: Charlotte Wilson
Planning and Development Coordinator

FROM: Brian McCleery
Assistant Assessor

DATE: March 27, 2018

RE: Land Division Application K-11-07-440-016

A request for a land division for the above parcels has been submitted to our office for review.

Please verify if this division complies with Zoning and Division Ordinances of the Township.

Attached is the Property Division Application submitted to our office with a survey denoting the changes.

As this division will constitute a change to the original lot lines, after your review, I will submit a request for approval of the division from the Ypsilanti Township Board.

If you have any questions, or need more information, please do not hesitate contacting me.

Attachments:
Application
Survey

CHARTER TOWNSHIP OF YPSILANTI

OFFICE OF COMMUNITY STANDARDS

Building Safety • Planning & Zoning • Ordinance Enforcement

TO: Brian McCleery, Assistant Assessor, Charter Township of Ypsilanti

FROM: Charlotte Wilson, Planning and Development Coordinator

DATE: April 6th, 2018

SUBJECT: Land Division – 2433 Harding Avenue

Per your request, we have reviewed the request for the land division of the above parcel. We verify the application complies with the Zoning and Division Ordinances of the Township.

If you have any questions, or need more information, please do not hesitate contacting me.

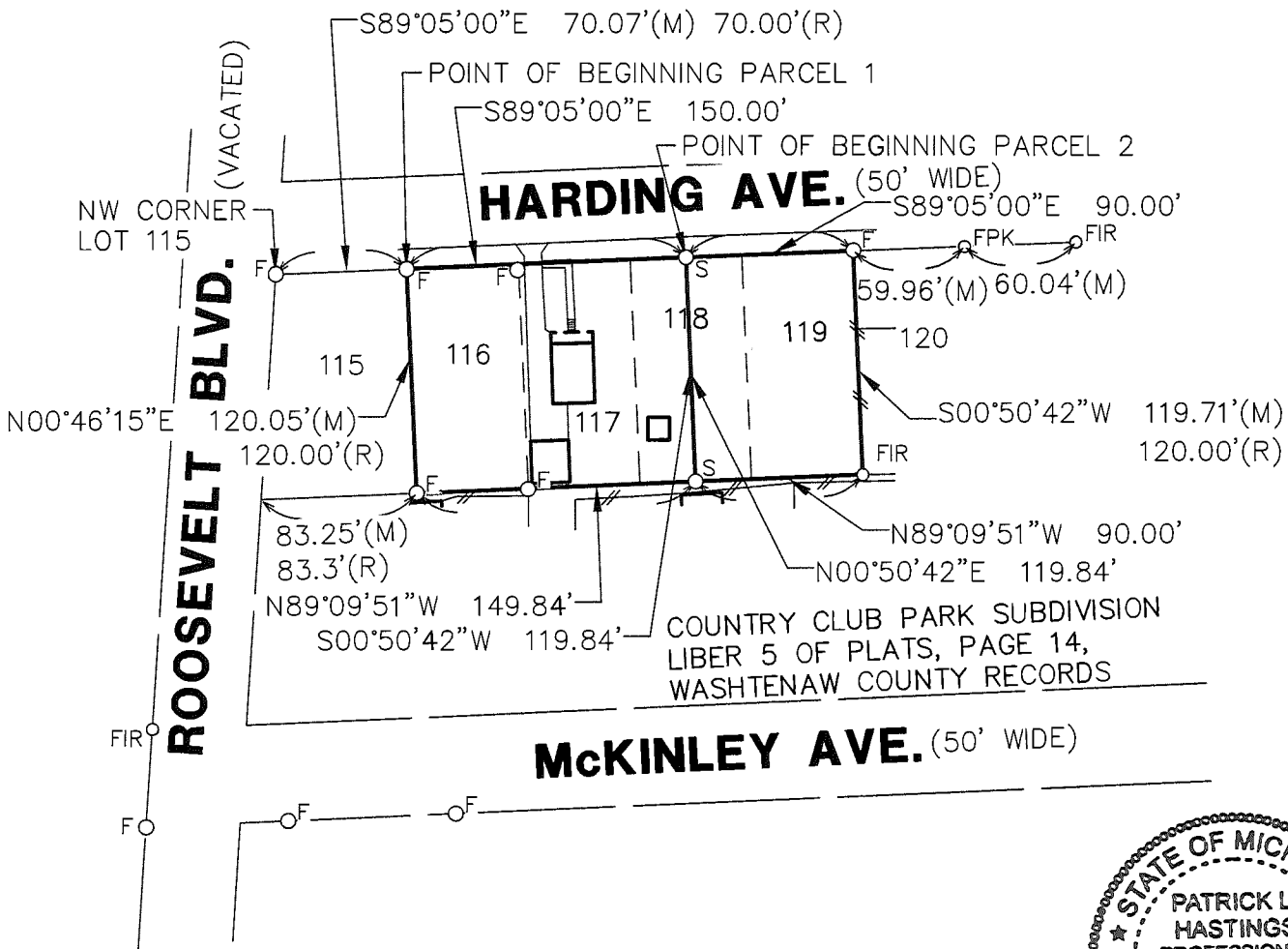
LEGEND

- POST
- //—//— FENCE
- S SET IRON ROD
- F FOUND IRON PIPE
- FPK FOUND P.K.
- FIR FOUND IRON ROD
- P/L PROPERTY LINE


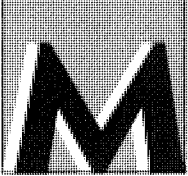


NOTE: BEARINGS BASED ON "COUNTRY CLUB PARK SUBDIVISION" AS RECORDED IN LIBER 5 OF PLATS, PAGE 14, WASHTENAW COUNTY RECORDS

SEE PAGE 2 FOR PROPERTY DETAIL

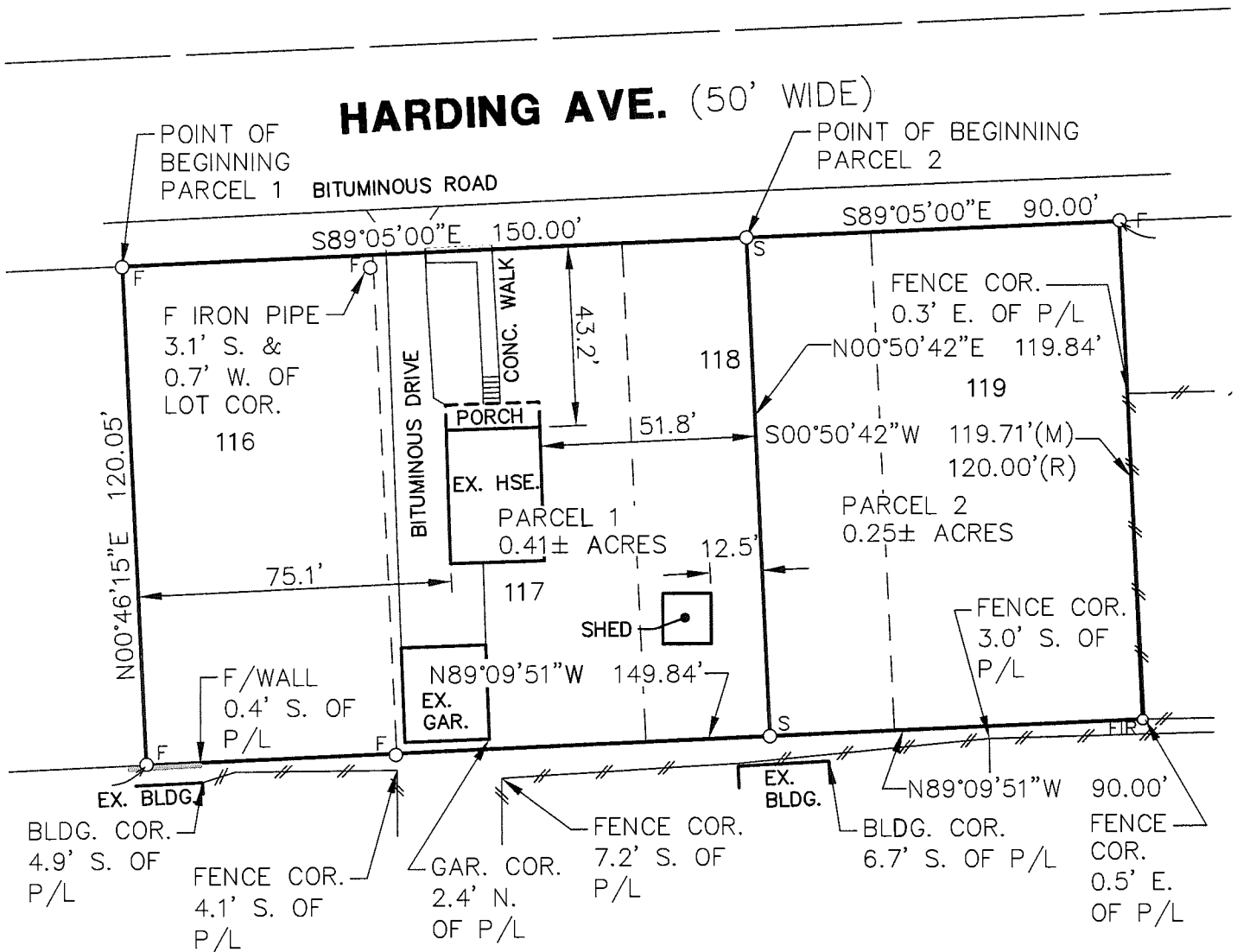


LAND DIVISION OF A 0.66 ACRE PARCEL OF LAND LOCATED IN SECTION 7, T3S, R7E, YPSILANTI TOWNSHIP, WASHTENAW COUNTY, MICHIGAN

CLIENT: DENNIS SCHULTZ	DATE: 11/03/16	 PATRICK L. HASTINGS PROFESSIONAL LAND SURVEYOR NO. 37277
JOB NO.: 16240	SHEET 1 OF 3	
SECTION: 7 TOWN: 03S RANGE: 07E	SCALE: 1in. = 100 ft.	
TOWNSHIP OF YPSILANTI	BOOK: 467	
WASHTENAW COUNTY, MICHIGAN	BY: KMW	
 MIDWESTERN CONSULTING 3825 Plaza Drive Ann Arbor, Michigan 48108 (734) 995-0200 • www.midwesternconsulting.com Land Development • Land Survey • Institutional • Municipal Wireless Communications • Transportation • Landfill Services		I HEREBY CERTIFY THAT I HAVE SURVEYED AND MAPPED THE LAND ABOVE PLATTED AND/OR DESCRIBED ON NOVEMBER 1, 2016 AND THAT THE RATIO OF CLOSURE ON THE UNADJUSTED FIELD OBSERVATIONS OF SUCH SURVEY WAS 1/5000 AND THAT ALL OF THE REQUIREMENTS OF P.A. 132 1970, AS AMENDED, HAVE BEEN COMPLIED WITH.



DETAIL



COUNTRY CLUB PARK SUBDIVISION
 LIBER 5 OF PLATS, PAGE 14,
 WASHTENAW COUNTY RECORDS

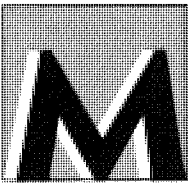


CLIENT: DENNIS SCHULTZ	DATE: 11/03/16
JOB NO.: 16240	SHEET 2 OF 3
SECTION: 7 TOWN: 03S RANGE: 07E	SCALE: 1in. = 40 ft.
TOWNSHIP OF YPSILANTI	BOOK: 467
WASHTENAW COUNTY, MICHIGAN	BY: KMW

Patrick L. Hastings

PATRICK L. HASTINGS
 PROFESSIONAL LAND SURVEYOR
 NO. 37277

I HEREBY CERTIFY THAT I HAVE SURVEYED AND MAPPED THE LAND ABOVE PLATTED AND/OR DESCRIBED ON NOVEMBER 1, 2016 AND THAT THE RATIO OF CLOSURE ON THE UNADJUSTED FIELD OBSERVATIONS OF SUCH SURVEY WAS 1/5000 AND THAT ALL OF THE REQUIREMENTS OF P.A. 132 1970, AS AMENDED, HAVE BEEN COMPLIED WITH.



MIDWESTERN
 CONSULTING

3815 Plaza Drive Ann Arbor, Michigan 48108
 (734) 995-0200 • www.midwesternconsulting.com

Land Development • Land Survey • Institutional • Municipal
 Wireless Communications • Transportation • Landfill Services

PARENT PARCEL LEGAL DESCRIPTION

(Taken from Quit Claim Deed Liber 4615, Page 309, Washtenaw County Records)

Lots 116-119, according to the plat of Country Club Park Subdivision of part of the southeast quarter of Section seven, Ypsilanti Township, Washtenaw County, Michigan as recorded in Liber 5 of Plats on page 14.

REMAINDER PARCEL 1 LEGAL DESCRIPTION

Commencing at the NW Corner of Lot 115 of "Country Club Park Subdivision, as recorded in Liber 5 of Plats, Page 14, Washtenaw County Records, Ypsilanti Township, Washtenaw County, Michigan, thence S 89°05'00" E 70.07 feet along the North line of said Lot 115 and the South line of Harding Avenue (50.00 feet wide) to the Point of Beginning,

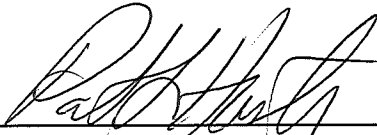
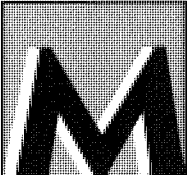
thence continuing S 89°05'00" E 150.00 feet;
 thence S 00°50'42" W 119.84 feet;
 thence N 89°09'51" W 149.84 feet along the South line of the W ½ of Lot 118 and the South line of Lots 116 & 117 of said "Country Club Park Subdivision";
 thence N 00°46'15" E 120.05 feet along the West line of said Lot 116 to the Point of Beginning. Being a part of Section 7, T3S, R7E, Ypsilanti Township, Washtenaw County, Michigan and containing 0.41 acres of land, more or less. Being subject to easements and restrictions of record, if any.

PARCEL 2 LEGAL DESCRIPTION

Commencing at the NW Corner of Lot 115 of "Country Club Park Subdivision, as recorded in Liber 5 of Plats, Page 14, Washtenaw County Records, Ypsilanti Township, Washtenaw County, Michigan, thence S 89°05'00" E 220.07 feet along the North line of said Lot 115 and the South line of Harding Avenue (50.00 feet wide) to the Point of Beginning,

thence continuing S 89°05'00" E 90.00 feet;
 thence S 00°50'42" W 119.71 feet;
 thence N 89°09'51" W 90.00 feet along the South line of Lot 119 and the E ½ of Lot 118 of said "Country Club Park Subdivision";
 thence N 00°50'42" E 119.84 feet to the Point of Beginning. Being a part of Section 7, T3S, R7E, Ypsilanti Township, Washtenaw County, Michigan and containing 0.25 acres of land, more or less. Being subject to easements and restrictions of record, if any.



CLIENT: DENNIS SCHULTZ	DATE: 11/03/16	 PATRICK L. HASTINGS PROFESSIONAL LAND SURVEYOR NO. 37277
JOB NO.: 16240	SHEET 3 OF 3	
SECTION: 7 TOWN: 03S RANGE: 07E	SCALE: 1in.= ft.	
TOWNSHIP OF YPSILANTI	BOOK: 467	
WASHTENAW COUNTY, MICHIGAN	BY: KMW	
 MIDWESTERN CONSULTING 3815 Plaza Drive Ann Arbor, Michigan 48108 (734) 995-0200 • www.midwesternconsulting.com Land Development • Land Survey • Institutional • Municipal Wireless Communications • Transportation • Landfill Services		I HEREBY CERTIFY THAT I HAVE SURVEYED AND MAPPED THE LAND ABOVE PLATTED AND/OR DESCRIBED ON NOVEMBER 1, 2016 AND THAT THE RATIO OF CLOSURE ON THE UNADJUSTED FIELD OBSERVATIONS OF SUCH SURVEY WAS 1/5000 AND THAT ALL OF THE REQUIREMENTS OF P.A. 132 1970, AS AMENDED, HAVE BEEN COMPLIED WITH.

CHARTER TOWNSHIP OF YPSILANTI

OFFICE OF COMMUNITY STANDARDS

Building Safety | Planning & Zoning | Code Enforcement | Police Services

To: Karen Lovejoy Roe, Clerk
From: Michael Radzik, OCS Director
Re: **Request to authorize legal action to abate a public nuisance at 669 Woburn/1490 Concord in the amount of \$10,000 budgeted in 101-950.000-801.023**
Date: April 11, 2018

The Office of Community Standards is seeking authorization to proceed with legal action in Washtenaw County Circuit Court to abate a public nuisance that exists at:

Huron Heights/Huron Ridge Apartments – 669 Woburn/1490 Concord Drives

The Office of Community Standards has been engaged with management of Huron Heights and Huron Ridge multifamily community for the past 13 months on several property maintenance violations that have not been resolved. Although there has recently been progress toward compliance as a result of a district court filing, we are seeking authorization to file a circuit court petition in the event it becomes necessary to resolve these issues.

This apartment community consists of two separate properties connected by an internal roadway system: Huron Heights with 120 units and Huron Ridge with 142 units. Each two-story apartment has a separate street entrance. There are two clubhouses, two pools, and seven playgrounds. It is owned by American International Group (AIG) of New York, New York, and managed by Van Rooy Properties of Indianapolis, Indiana. There are full time management and maintenance staff on site.

In March, 2017 numerous buildings in the community and other properties in the area sustained roof damage as the result of a severe wind storm. Protective tarps that were placed over damaged roofs remain in place today. Despite numerous requests, the roofs have not been repaired while management reports an ongoing insurance settlement dispute. Management was recently cited to appear in 14-B District Court on April 25, 2018 to answer for the maintenance delay. Shortly after serving the citation, a contractor applied for permits to repair all of the damaged roofs. The permits have not been issued pending receipt of payment.

Other unresolved issues include damaged patio fences, damaged chain link fencing along the property perimeter, and roads, walkways and playgrounds in disrepair. Management was also cited to appear in district court for those issues.

CHARTER TOWNSHIP OF YPSILANTI

Both properties are currently in the multifamily rental inspection process that was scheduled earlier this year. Building exteriors were inspected during the first week of March, and numerous violations were cited and are pending repair. The interior of all 262 units are scheduled to be inspected during the first week of May. We will have comprehensive data about the condition of all aspects of the community following those inspections.





OPINION OF PROBABLE CONSTRUCTION COST

ORCHARD, HILTZ & McCLIMENT, INC.

34000 Plymouth Road, Livonia, Michigan, 48150

Telephone: (734) 522-6711 FAX: (734) 522-6427

PROJECT: 2018-2019 Road Program
 LOCATION: City of Ypsilanti
 WORK: Emerick - Partial. Reconstruction, pavement removal, 4 in HMA,
 curb repairs, ADA improvements and pavement markings.
 Does not include base replacement, No subsurface exploration was performed.

DATE: 3.6.18
 PROJECT #: 0094-17-0000
 ESTIMATOR: TJL
 CHECKED BY: MJM
 CURRENT ENR: KJE

ITEM CODE	DESCRIPTION	UNIT	TOTAL	UNIT PRICE	COST
1047051	Mobilization	LSUM	13,000	\$ 1.00	\$ 13,000.00
2040020	Curb and Gutter, Rem	Ft	179	\$ 13.00	\$ 2,327.00
2040050	Pavt, Rem	Syd	2561	\$ 20.00	\$ 51,220.00
2040055	Sidewalk, Rem	Syd	35	\$ 13.50	\$ 472.50
2050040	Subgrade Undercutting, Type I	Cyd	50	\$ 35.00	\$ 1,750.00
2080020	Erosion Control, Inlet Protection, Fabric Drop	Ea	8	\$ 100.00	\$ 800.00
3020010	Aggregate Base, 4 inch	Syd	14	\$ 9.00	\$ 126.00
3077002	Station Grading, Surface	Sta	8	\$ 750.00	\$ 6,172.50
4030005	Dr Structure Cover, Adj, Case 1	Ea	7	\$ 760.00	\$ 5,320.00
5010033	HMA, 13A	Ton	592	\$ 95.00	\$ 56,240.00
8020038	Curb and Gutter, Conc, Det F4	Ft	179	\$ 29.00	\$ 5,191.00
8030010	Detectable Warning Surface	Ft	10	\$ 37.50	\$ 375.00
8030036	Sidewalk Ramp, Conc, 6 inch	Sft	60	\$ 6.75	\$ 405.00
8030044	Sidewalk, Conc, 4 inch	Sft	100	\$ 4.50	\$ 450.00
8110092	Pavt Mrkg, Polyurea, 4 inch, Yellow	Ft	222	\$ 0.90	\$ 199.80
8110093	Pavt Mrkg, Polyurea, 6 inch, Crosswalk	Ft	56	\$ 3.25	\$ 182.00
8110114	Pavt Mrkg, Polyurea, 24 inch, Stop Bar	Ft	14	\$ 13.25	\$ 185.50
8127051	Traffic Control	LSUM	1	\$ 2,500.00	\$ 2,500.00
8160101	Slope Restoration, Type B	Syd	17	\$ 4.50	\$ 76.50
					\$ 147,000.00
CONTINGENCY (10%)					\$ 15,000.00
Total Opinion of Probable Construction Cost:					\$ 162,000.00
Estimated Design and Construction Fees:					\$ 40,500.00
Estimated Total Project Cost:					\$ 202,500.00

2018 YPSILANTI TOWNSHIP SECOND AGREEMENT

THIS AGREEMENT, made and entered into this ____ day of _____, 2018, by and between the Township Board of Ypsilanti Township, Washtenaw County, parties of the first part and the Board of Washtenaw County Road Commissioners, parties of the second part.

WHEREAS, the parties of the first part desire that certain improvements be made upon the local roads in the Township of Ypsilanti, and

WHEREAS, proper authority is provided to the parties of the agreement under the provisions in Act 51 of Public Acts of 1951 as amended,

IT IS NOW THEREFORE AGREED, the parties of the second part will accomplish the improvements as specified herein, all in accordance with the standards of the parties of the second part.

It is further understood that the Charter Township of Ypsilanti will be a named insured on the Washtenaw County Road Commission's coverages for liability for the activities described above. The Road Commission will submit a certificate of insurance evidencing such coverages to the Township Clerk prior to implementation of services under the contract. Each party to this contract shall be responsible for the acts and omissions of its employees and agents.

1. **Local Road Dust Control (497-11-108):**

Work to include placement of three (3) solid applications of contract brine on all certified local gravel/limestone roads within the township. Estimated 68,880 gallons @ \$0.1650 per gallon.

Estimated cost of contract brine: \$ 11,365.20

AGREEMENT SUMMARY

2018 LOCAL ROAD PROGRAM	
Local Road Dust Control	\$ 11,365.20
Less 2018 Conventional Matching Funds:	5,682.60

ESTIMATED AMOUNT TO BE PAID BY YPSILANTI TOWNSHIP
UNDER THIS AGREEMENT DURING 2018: \$ 5,682.60

FOR YPSILANTI TOWNSHIP:

Brenda L. Stumbo, Supervisor

Witness

Karen Lovejoy Roe, Clerk

Witness

FOR WASHTENAW COUNTY ROAD COMMISSION:

Douglas E. Fuller, Chair

Witness

Roy D. Townsend, Managing Director


Witness

Supervisor
BRENDA L. STUMBO
Clerk
KAREN LOVEJOY ROE
Treasurer
LARRY J. DOE
Trustees
STAN ELDRIDGE
HEATHER JARRELL ROE
MONICA ROSS-WILLIAMS
JIMMIE WILSON, JR.



Supervisor's Office

7200 S. Huron River Drive
Ypsilanti, MI 48197
Phone: (734) 481-0617
Fax: (734) 484-0002
www.ytown.org

TO: Karen Lovejoy Roe, Clerk
FROM: Brenda L. Stumbo, Supervisor 
DATE: April 11, 2018
RE: Request to cancel May 1, 2018 Township Board meeting

Due to the election on May 8, 2018, we are recommending that the Township Board meeting scheduled on May 1, 2018 be canceled. Please place this item on next agenda for the Board's consideration.

tk

AUTHORIZATIONS AND BIDS

CHARTER TOWNSHIP OF YPSILANTI

INFORMATION SERVICES

Computer Support • Web Content Management • Communications Services

To: Ypsilanti Township Board
From: Travis McDugald, IS Manager
Re: Request approval to accept the lowest bid and designate Trendset Communications Group as the Township preferred Network Cable Installer valid until April 2020 and authorize forgoing the bid requirements for network cabling jobs valued under \$7500.
Date: April 09, 2018

On March 6th the Township Board authorized seeking sealed bids for a Preferred Network Cable Installer. The Township receive seven proposals as listed below.

<i>Company</i>	<i>Location</i>	<i>Scenario 1</i>	<i>Scenario 2</i>	<i>Total</i>
<i>Access Interactive</i>	Novi	\$400	\$265	\$665
<i>Enertron</i>	Clinton	\$344	\$318	\$662
<i>Hisway Intermedia</i>	Ypsilanti	\$358	\$398	\$756
<i>Security Designs</i>	Livonia	\$251	\$261	\$512
<i>SoftChoice</i>	Chicago	\$780	\$780	\$1,560
<i>The Datacom Group</i>	Holt	\$510	\$725	\$1,235
<i>Trendset</i>	Clinton	\$234	\$217	\$451

The RFP gave two common scenarios for network cabling jobs for vendors to bid on.

The purpose of designating a Preferred Network Cable (PNC) installer is to have work for hire understanding between the Township and the PNC installer that individual cabling jobs under a specific dollar amount will first be offered to the PNC installer based on a previous bid process for a specific duration.

In the past the Township has found it sometimes difficult to get pricing quotes for cabling jobs. These difficulties often lead to delays in other projects.

Having a PNC installer will allow the Township to forgo some of the bid requirements for network cable installations.

This understanding has no minimal or maximum dollars amounts. The RFP also stated this is a non-exclusive agreement. Should the Township find it best to proceed with the standard bid processed it shall have the ability to do so.

I respectfully request approval to accept the lowest bid and designate Trendset Communications Group as the Township preferred Network Cable Installer valid until April 2020 and authorize forgoing the bid requirements for network cabling jobs valued under \$7500.

Travis McDugald
IS Manager, Charter Township of Ypsilanti



MEMORANDUM

To: Charter Township of Ypsilanti Trustees

From: Fire Chief Eric Copeland

Date: April 11, 2018

Subject: Authorization to seek sealed bids for replacement of the roof at 20 S. Hewitt Road (Station #3) budgeted in line item: #206-970-000-971-008 for **CAPITAL OUTLAY – PROPERTY IMPROVEMENT – FY 2018.**

In service to the Township, I am requesting for the April 17, 2018 Township Board regular meeting to present the following item(s) for consideration.

- 1) Authorization to seek sealed bids for roof replacement at our fire station located at 20 S. Hewitt Road. Funding for the Hewitt roof replacement project approved in the FY 2018 Fire Fund Budget additionally outlined in the 2017 Capital Improvement Plan for Station #3.

Attached is the bid packet containing the YT Contract Provision Checklist, Hewitt roof project specifications, 2015 edition of Michigan Building Code and YT requirements pertinent to this CIP project.

Thank you,

Fire Chief Eric Copeland



Office (734) 544-4225
Fire Chief (734) 544-4110
Fire Marshal (734) 544-4107
Fax (734) 544-4195

FIRE DEPARTMENT
222 SOUTH FORD BOULEVARD
YPSILANTI, MICHIGAN 48198-6067

Fire Station #3 roof removal and replacement CHECKLIST & SPECIFICATIONS

The Charter Township of Ypsilanti requirements for this project are as follows:

ADHERENCE TO CONTRACT PROVISION CHECKLIST:

- **Prevailing Wage Provision** (If Applicable).
 - **Bonds:** (If project/bid is over \$25,000.00)
 - **Performance Bond:** (If required usually equal to amount of the bid)
 - **Maintenance & Guarantee Bond:** (If required)
 - **Bid Bond or Surety Bond:** (If required usually 5% of bid)
 - **Insurance Certificates:** Workers Compensation - \$500,000 limit each accident. General Liability – (combined single limit of \$1,000,000.00 each occurrence for bodily injury & property damage) must include 60 day written notice for change of coverage cancellation or non-renewable coverage
 - **Protective Policy:** (combined single limit of \$1,000,000.00 each occurrence for bodily injury & property damage) Must Name **“The Charter Township of Ypsilanti and it’s past, present, and future elected Officials, Appointed Commissions and Boards, Agents and Employees shall be named as “Additional named Insured” (unless otherwise approved by the Township Attorney) on the General Liability Policy with respect to the services provided under this Contract”.**
 - **Automobile Liability:** covers owned, hired and non-owned vehicles with personal protection insurance and property protection. Includes residual liability insurance with a combined single limit of \$1,000,000.00 each accident for bodily injury and property damage.
 - **Builder’s Risk:** (Required if over \$25,000.00)
 - **Umbrella Policy/Excess Coverage:** (Optional)
 - **Correct Coverage Amounts – Township Named as “Additional Named Insured”**
-
- 1) Pre-bid meeting TBD. (Optional)
 - 2) 2 to 3 copies of bid

The Charter Township of Ypsilanti general requirements for this project are as follows:

- PERMITS: The Contractor shall furnish and pay for all permits and inspections required for his work.
- CODES: All work performed shall comply with all applicable codes and ordinances including all Building Codes, Mechanical Codes, Plumbing Codes, Electrical Codes and Fire Codes. If required by the local codes the building systems affected by this work shall be compliant to current code unless grandfathered under the code.
- DIMENSIONS/SIZING: All contractors are responsible for determining the appropriate dimensions and/or sizing of all material components. It is required that the contractor have a licensed professional engineer verify the roof dimensions and special features.
- CONTRACTOR to provide a detailed listing of materials and verify specifications of the roofing shingles (20yr).

PRICING SHALL INCLUDE:

- Performance and Payment Bond costs
- Prevailing Wage Labor Standards
- Costs of all Permits and required inspections
- Costs of all Engineering and Architectural drawings and seals if required
- All applicable taxes. Include all special taxes subject to assessed locally on contract work such as a “Business Tax” or “Contractor tax” for the privilege of doing business in the City, County or other Government jurisdiction.

PROPOSAL DELIVERY:

- Fax or e-mail proposal to: Ypsilanti Township Clerk’s Office, at 734-484-5156
lstanfield@ytown.org
- Follow fax or e-mail with a hard copy of the proposal mailed to :

Charter Township of Ypsilanti Clerk’s Office
Attention: Lisa Stanfield
7200 South Huron River Drive
Ypsilanti, MI 48197

- Please direct any questions to Fire Chief Eric Copeland (734) 368-6769, email at ecopeland@ytown.org or Captain Keith Harr (734) 368-5342 or email at kharr@ytown.org

Bids are due by mail, fax or e-mail on or before 12:00 PM on the Due Date TBD.

The Michigan Building Code requirements and specifications for this project are as follows:

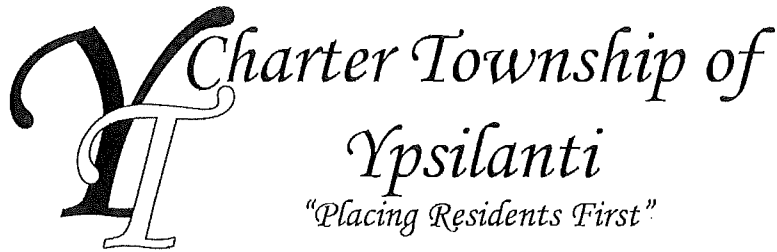
- 1) Tear off existing shingles.
- 2) Any damaged sheeting or 1x6 fascia found after tear off would be an additional charge.
- 3) Protect gutters, downspouts, siding and shrubbery.
- 4) Properly dispose of all waste.
- 5) All workmanship to be performed according to the Michigan Building Code 2015 requirements.
- 6) Furnish and install proper ventilation per the Michigan Building Code 2015 requirements.
- 7) Furnish and install a synthetic underlayment on all roof surfaces with the exception of locations that receive ice and water shield.
- 8) Furnish and install ice and water shield minimum 4 feet above soffit and/or unheated surfaces.
- 9) Furnish and install new drip edge and sidewall flashing.
- 10) Furnish and install new boots around all plumbing stacks.
- 11) Furnish and install a roof system using an architectural (20 yr. minimum) shingle.
- 12) Clean around building and leave area as found or better.

The Charter Township of Ypsilanti requirements for this project are as follows:

- 1) Liability insurance acknowledgement including the Township in amount of \$1,000,000.
- 2) Performance bond for contract amount.
- 3) Bid bond of 5%
- 4) Pre-bid meeting TBD.
- 5) 2 to 3 copies of bid submitted by 12:00 PM on Due Date.
- 6) Unit plywood/underlayment replacement escrow tabulated in 500 square footage increments.
- 7) Prevailing wage requirements apply to this project.


For any questions about the specifications, please contact Fire Chief Eric Copeland (734) 368-6769, email at ecopeland@ytown.org or Captain Keith Harr (734) 546-7313 or email at kharr@ytown.org

Supervisor
BRENDA L. STUMBO
Clerk
KAREN LOVEJOY ROE
Treasurer
LARRY J. DOE
Trustees
STAN ELDRIDGE
HEATHER JARRELL ROE
MONICA ROSS-WILLIAMS
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TO: Karen Lovejoy Roe, Clerk
FROM: Carl A. Girbach 
DATE: April 12, 2018
RE: Request to purchase John Deere ProGator 2020A for maintenance use in Township Parks, to be charged to line item 212-970-000-977-000

As discussed in a previous Board meeting, we are in need of a small utility vehicle to use in the park system, specifically in North Bay Park to navigate the bridges and boardwalks, as well as to haul gravel, sand, woodchips and mulch for maintenance needs.

It is requested that the Board waive the financial policy and accept the low bid from J.W. Turf. We are also requesting authorization to trade the 1995 Gehl Skid Steer that was previously approved to be auctioned toward the purchase of the ProGator 2020A.

We received the following quotes:

MI Deals	\$19,786.00 (including trade in)
J.W. Turf	\$18,827.35 (including trade in)

If you have any questions, please contact me.

tk

cc: Brenda Stumbo
Javonna Neel, Accounting Director
File



Quote Summary

Prepared For:

Prepared By:

Chris Lapp
J. W. Turf, Inc.
29321 Garrison Road
Wixom, MI 483932326
Phone: 248-446-0397
Mobile: 248-820-7869
clapp@jwrturf.com

Quote Id: 17045571
Created On: 26 March 2018
Last Modified On: 28 March 2018
Expiration Date: 30 April 2018

Equipment Summary	Selling Price	Qty	Extended
WIEDMANN BROS Fiberglass Canopy Kit with Windshield	\$ 1,601.28 X	1 =	\$ 1,601.28
Equipment Total			\$ 1,601.28

Quote Summary	
Equipment Total	\$ 1,601.28
SubTotal	\$ 1,601.28
Est. Service Agreement Tax	\$ 0.00
Total	\$ 1,601.28
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	\$ 1,601.28

$23,184.72$ M. DEERS COST
 $+ 1,601.28$ CAB INSTALL

 $24,786.00$
 $- 5,000.00$ - TRADE-IN

 $\$ 19,786.00$ ADS. M. DEERS COST

Salesperson : X _____

Accepted By : X _____

Quote Summary

Prepared For:

Prepared By:

Chris Lapp
 J. W. Turf, Inc.
 29321 Garrison Road
 Wixom, MI 483932326
 Phone: 248-446-0397
 Mobile: 248-820-7869
 clapp@jwtrurf.com

Quote Id: 17045571
Created On: 26 March 2018
Last Modified On: 04 April 2018
Expiration Date: 30 April 2018

Equipment Summary	Selling Price	Qty	Extended
WIEDMANN BROS Fiberglass Canopy Kit with Windshield	\$ 1,601.28 X	1 =	\$ 1,601.28
JOHN DEERE ProGator 2020A (Gas)	\$ 22,226.07 X	1 =	\$ 22,226.07
Equipment Total			\$ 23,827.35

*CAS
JW TURF*

Trade In Summary	Qty	Each	Extended
1995 GEHL 5625SX - 10065	1	\$ 5,000.00	\$ 5,000.00
PayOff			\$ 0.00
Total Trade Allowance			\$ 5,000.00
Trade In Total			\$ 5,000.00

TRADE IN

Quote Summary	
Equipment Total	\$ 23,827.35
Trade In	\$ (5,000.00)
SubTotal	\$ 18,827.35
Est. Service Agreement Tax	\$ 0.00
Total	\$ 18,827.35
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	\$ 18,827.35

631 \$ 18,827.35

Salesperson : X _____

Accepted By : X _____

OTHER BUSINESS
