

# **Conway Township**

## **Regular Meeting**

May 18, 2021

7:00 pm

### **AGENDA**

Call to Order and Pledge of Allegiance

Roll Call

#### **Consent Agenda Approval**

1. April 20, 2021 Board Meeting Minutes
2. Planning Meeting Minutes
3. Cemetery Meeting Minutes
4. Zoning Administrator Report
5. Reconciliations
6. Disbursements/Payroll Report/Budget Report
7. Credit Card Statement
8. Attorney Invoices
9. Fire Authority Report
10. Recreation Report
11. Sheriff Report

#### **Approval of Board Meeting Agenda**

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

12. Public Hearing Land Division Ordinance Amendments

#### **Communications**

#### **Unfinished Business**

13. Daisey Lane
14. Heliport
15. RESOLUTION 210518-01 Land Division Ordinance Amendments

#### **New Business**

16. Surf Air Metro Act Agreement

#### **Board Member Discussion**

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

#### **Adjournment**

CONWAY TOWNSHIP POLICY No. 7

**PUBLIC COMMENT AND CONDUCT POLICY**

Conway Township Board recognizes its obligation to obtain and the benefits to be received from public comments on matters pending before the Board. To provide an orderly and efficient manner to obtain public comment and to provide the public with an opportunity to participate in public meetings, the Conway Township Board hereby adopts the following policy for public comment and conduct at public meetings:

1. Public comment is restricted to only those times designated for public comment on the agenda, unless permitted otherwise by the chairperson or a majority of the Board. All persons addressing the Board shall comment only after being recognized by the chairperson conducting the meeting.
2. No individual speaker shall be permitted to speak more than 3 minutes regardless of topic and no time may be transferred or assigned by others to the speaker as to extend the 3-minute time limit. At the discretion of the chairperson, a speaker may be allowed to comment further than the three-minute limit. Alternatively, the chairperson may direct the speaker to submit further comment to the Board in writing at a later date.
3. When recognized by the chairperson to speak, the individual recognized shall approach and speak from the podium or location designated by the chairperson and shall not deviate from the location. When the speaker is advised by the chairperson to stop speaking when time has expired, the speaker shall cease speaking and be seated.
4. Prior to addressing the Board, each speaker shall first state for the record the speaker's name and address, the subject on which the speaker will speak, and state whether the speaker represents an organization or other person, and identify such organization or person. All remarks shall be addressed to the Board as a whole and not to any member thereof specifically or any other member of the public. Public comment is not intended to require Board members or Township staff to provide any answer to the speaker. Discussions between speakers and members of the audience will not be permitted.
5. Only one speaker will be acknowledged at a time. In the event that a group of persons supporting or opposing the same position desires to be heard, in the interest of time, a person shall be designated to express the group's concern. A maximum of three speakers may speak on the same subject unless otherwise allowed by a vote of the majority of members of the Board present. The Board may direct other persons to submit comments to the Board in writing in the same manner as designated above.
6. Public comments must be presented in a respectful manner and participants shall conduct themselves in an orderly and civil manner. Comments or language of a lewd, insulting, or provocative nature shall not be permitted. No person shall disrupt the Board and/or partake in behavior that becomes hostile, argumentative or threatens the public or an individual's safety, or is disruptive to the meeting. No person shall utilize any profane or obscene speech or gesture.
7. Violation of any provision of this policy shall be deemed a breach of the peace and such person will be asked to leave. If the person being asked to leave does not voluntarily leave or cease the behavior, the person may be ejected and law enforcement may be called to remove the person.
8. Any person shall have the right to tape record, videotape or broadcast the proceedings of the Township Board, but shall not utilize the electric outlets of the Township without prior permission of the Township Clerk. Any tape recording, video camera or other camera utilized by any such person, shall be kept at least ten feet from all members of the Board and shall not be placed behind them.

This policy may be adopted for use by other boards, commissions, and committees of the Township. This policy or a summary of it may be placed on the back of the meeting agenda or made available with the meeting agenda.

Unapproved Minutes  
Of the April 20, 2021  
Conway Township  
Regular Board Meeting  
7:00 pm

REGULAR MEETING

Supervisor Grubb called the meeting to order at 7:00 p.m. with the pledge of allegiance to the American flag.

Present: W. Grubb, Whitt, Pushies, St. Charles, D. Grubb.

Motion to approve Consent Agenda. Motion by St. Charles. Support by D. Grubb. Motion approved.

Motion to amend the Board Meeting Agenda with the addition of Item #17 Land Division Ordinance Amendment to New Business. Offered by Whitt. Support by D. Grubb. Motion approved.

Motion to amend the Board Meeting Agenda with the addition of #18 Planning Commission Ex Officio Member Report. Offered by W. Grubb. Support by St. Charles. Motion approved.

Motion to amend the Board Meeting Agenda with the addition of #19 Heliport/Airport. Offered by Pushies. Support by D. Grubb. Motion approved.

Motion to add item #20 Request to have Attorney Cooper present at next ZBA meeting. Offered by W. Grubb. Support by D. Grubb. Motion approved.

Motion to approve the Board Meeting Agenda as amended. Offered by St. Charles. Support by Pushies. Roll Call – St. Charles – aye, Whitt – aye, D. Grubb – aye, Pushies – aye, W. Grubb. Motion approved.

Call to Public – Public comments were heard.

Motion to approve RESOLUTION 210420-1 to Appoint Bureau Clerk. Offered by D. Grubb. Support by Whitt. Motion approved. Roll Call – W. Grubb – aye, Whitt – aye, Pushies – aye, D. Grubb – aye, St. Charles – aye. Motion approved.

Motion to approve RESOLUTION 210420-2 to Accept Credit Cards. Offered by W. Grubb. Support by Whitt. Motion approved. Roll Call – W. Grubb – aye, Whitt – aye, D. Grubb – aye, St. Charles – aye, Pushies – aye.

Motion to adopt MERS program. Offered by Whitt. Support by W. Grubb. Motion approved.

Motion to proceed with amendments to General Ordinance – Land Division. Offered by W. Grubb. Support by D. Grubb.

Motion to request Planning Commission to address places in ordinance that need cleaning up and 4 to 1 adjustments.

Motion to amend General Fund Budget to accommodate \$26,000 for line item Fowlerville Recreation Budget. Offered by Whitt. Support by St. Charles. Motion approved.

Motion to approve Attorney Cooper to attend next ZBA meeting. Offered by Whitt. Support by St. Charles. Motion approved.

Call to Public – Public comments were heard.

Motion to adjourn at 8:42 pm. Motion by D. Grubb. Support by Pushies. Motion approved.

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Elizabeth Whitt, Township Clerk

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Nanci Forster, Deputy Clerk

## **Conway Township Planning Commission Meeting Agenda**

**May 10, 2021**

Next meeting June 14, 2021 at 7:00pm

- 1) Call to order and pledge of allegiance
- 2) Roll Call and sign-in: (Londa Horton, George Pushies, Chuck Skworsk, Mike Stock, Meghan Swain-Kuch, Dave Whitt, Keith Wasilenski, Todd Thomas, Chris Atkin, Abby Cooper)
- 3) Approve May 10, 2021 Meeting Agenda
- 4) Approve minutes of the April 12, 2021 meeting
- 5) Communications
- 6) Call to Public
- 7) Public Hearing
- 8) Old Business
  - a. Laptop or Tablets for Planning Commissioners
  - b. Reviewing zoning revisions list. Will use Abby's revised list as review reference. See Attachment
- 9) New Business
  - a. Overall comprehensive Zoning Ordinance review to confirm accuracy to Master Plan and Cross Functional Articles.
- 10) Zoning Administrator Report – Todd Thomas
  - a. Review ZA list of proposed zoning revisions
- 11) Update from the Board – George Pushies
- 12) Last call to Public
- 13) General Discussion
- 14) Adjournment



## Planning Commission Member Meeting Sign-in

Date: May 10, 2021

Londa Horton	
Dave Whitt	
George Pushies (Ex Officio)	
Chuck Skwirsk	
Mike Stock	
Meghan Swain- Kuch	
Todd Thomas (Zoning Administrator)	
Keith Wasilenski	

# Conway Township Planning Commission Meeting Minutes

April 12, 2021

Conway Township Hall – 8015 N. Fowlerville Rd., Fowlerville, MI

Agenda	Items Discussed	Actions to be Taken
<b>Attendees</b>	<ul style="list-style-type: none"><li>• Public: Three attendees</li><li>• Township Board Members: George Pushies, Trustee, present</li><li>• Planning Commission Members present: Londa Horton, Meghan Swain-Kuch, Chuck Skwirsk, Keith Wasilenski, Dave Whitt</li><li>• Planning Commission Members absent: -0-</li><li>• Zoning Administrator: Todd Thomas, present</li><li>• Livingston County Planning Commissioner: Dennis Bowdoin, present</li><li>• Township Attorney: Abby Cooper, present</li><li>• Township Planner: Chris Atkin, present</li></ul>	
<b>Call to Order and Pledge to Flag</b>	<p>Chairperson Mike Stock called the Conway Township Planning Commission meeting to order at 7:00pm and led in the Pledge of Allegiance. He called roll call. All present.</p> <p>The next meeting is May 10, 2021 at 7pm.</p>	
<b>Minutes from last meeting</b>	<p>Londa Horton moved to approve tonight's agenda. Second by Meghan Swain-Kuch. All in the favor. Motion passed.</p> <p>Chuck Skwirsk moved to approve the minutes of the November 2, 2020 meeting. Second by Keith Wasilenski. All in favor. Motion passed.</p>	
<b>Communications</b>	<p>Internet broadband mentioned by Mike Stock.</p>	
<b>Call to the Public</b>	<p>-0-</p>	

# Conway Township Planning Commission Meeting Minutes

April 12, 2021

Conway Township Hall – 8015 N. Fowlerville Rd., Fowlerville, MI

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<p><b>Public Hearing</b></p> <p><b>Zoning Ordinance Revisions</b></p>	<p>Move public hearing to May 2021.</p> <p>Conway Township Ordinance Revisions:</p> <ol style="list-style-type: none"> <li>1. Accessory buildings draft Section 6.06 – by Chris Atkin per November 2020 meeting minutes. Section G. Use chart for parcels less than 2 acres, commented George Pushies. The people of the township have to understand this chart, commented Chuck Skwirsk. Remove section G, commented George. F Section 1 and 2 will have to be changed. Section 1 – delete last sentence, commented Chris Atkin. 6.06 C clarifies 6.06 F, commented Abby Cooper. Habitable space is in section P, written to prevent rentals of non-family members. Mike Stock thinks we should address “P” in a different section. Chris Atkin will reword Sections 1 and 2. <ol style="list-style-type: none"> <li>a. Section 6.06 P will reference new ADU Section 6.27. This will be updated at a later date, once Section 6.27 is ready for legal draft approval.</li> <li>b. Remove “P” Occupancy of Accessory Structures or Basements. This will be temporary based on Section 6.27 approval.</li> </ol> </li> <li>2. Event barns draft Section 13.10 – no portable restroom facilities. A permanent restroom plan must be approved by the Livingston County Health Department. Abby Cooper commented that residents need to get a Land Use Permit approval from the township first. The restroom plan is (should be) conditional upon approval from the Health Department. Add to Special Uses to Articles 7, 8, 10, commented Todd Thomas, in AR and Residential districts. 13.10W will be the event barns requirements. It's allowed in all districts, commented Abby Cooper.</li> <li>3. Accessory Dwelling Units New Section 6.27 – Chris Atkin provided a new draft. This is the direction we want to go, commented Mike Stock. Table until next month.</li> </ol>	<p><b>Change date of Public Hearing – Mike Stock</b></p> <p><b>Chris Atkin to reword 6.06 Section 1 and 2.</b></p> <p><b>Mike to put Accessory Dwelling Units Section 6.27 on agenda for next meeting.</b></p>
<p><b>New Business</b></p>	<p><b><u>Election of officers</u></b> –</p> <ul style="list-style-type: none"> <li>• George Pushies nominated Mike Stock for Planning Commission Chair. Meghan Swain-Kuch second. All in favor. Motion passed.</li> <li>• George Pushies nominated Chuck Skwirsk for Vice Chair. Keith Wasilenski second. All in favor. Motion passed.</li> <li>• Meghan Swain-Kuch nominated Londa Horton for Secretary. George Pushies second. All in favor. Motion passed.</li> </ul> <p><b><u>Meeting cadence</u></b></p> <p>Keith Wasilenski motioned for PC meetings to meet the second Monday of</p>	

# Conway Township Planning Commission Meeting Minutes

April 12, 2021

Conway Township Hall – 8015 N. Fowlerville Rd., Fowlerville, MI

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	<p>every month. Chuck Skwirsk second. All in favor. Motion passed.</p> <p><b><u>Annual Report</u></b></p> <p>Londa Horton to take “S” off the last name of Chris Atkin. Megan Swain-Kuch moved to approve the Annual Report. Chuck Skwirsk second. All in favor. Motion approved.</p> <p><b><u>Medical Marijuana</u></b> Sections 6.25 G 4, F, Special Use Permit Article 13</p> <p>Abby Cooper’s recommendations:</p> <ul style="list-style-type: none"><li>• Remove delivery method requirement – don’t have to hand deliver the marijuana.</li><li>• Remove restriction on where the marijuana is consumed.</li><li>• Keep it in AR district only.</li><li>• We will wait until we see the verbiage until next meeting.</li></ul> <p><b><u>Land Division General Law Ordinance</u></b> versus Zoning Ordinance</p> <ul style="list-style-type: none"><li>• 4 x 1 – width to depth – it’s different for parcels over 10 acres. Ordinance is written incorrectly. Over 10 acres it does not apply.</li><li>• It’s a clean up action. The ordinance should reflect the State Land Division Act. Only apply it for 10 acres or less. Abby Cooper comments that the Board will have to change general law issues.</li></ul> <p><b><u>Solar Farms Commercial</u></b></p> <ul style="list-style-type: none"><li>• We have a 1000’ setback requirement. 75-100’ setback for most townships Chris Atkin has seen for the buffer.</li><li>• Add this on our list of pending changes. Article 6.26 F, 2,14, A</li></ul> <p><b><u>Hazard Survey Mitigation Survey</u></b></p> <ul style="list-style-type: none"><li>• Commissioners give Bill Grubb feedback.</li></ul>	<p><b>Abby Cooper to write verbiage</b></p> <p><b>Mike Stock to put on next month’s agenda</b></p> <p><b>George Pushies to take this to the Board</b></p> <p><b>Mike Stock to put on next month’s agenda</b></p>
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# Conway Township Planning Commission Meeting Minutes

April 12, 2021

Conway Township Hall – 8015 N. Fowlerville Rd., Fowlerville, MI

<b>Agenda</b>	<b>Items Discussed</b>	<b>Actions to be Taken</b>
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<b>Zoning Administrator Report</b>	Todd Thomas granted 11 Use Permits. Kreeger's Party Store is applying for 4 variance requests.	
<b>Update from the Board</b>	George Pushies gave an update from the Township Board.	
<b>Update from Land Division Committee</b>		
<b>Call to Public</b>	Ex-officio member George Pushies to deliver Annual Report to the Board. Keith Wasilenski reminded us Master Plan renewal is coming up.	
<b>Adjournment</b>	Chuck Skwirk made a motion to adjourn, second George Pushies. All in favor. Motion passed. Adjourned at 8:47pm.	

**CONWAY TOWNSHIP  
LIVINGSTON COUNTY, MICHIGAN  
NOTICE OF PUBLIC HEARING FOR ZONING ORDINANCE AMENDMENTS**

PLEASE TAKE NOTICE that the Conway Township Planning Commission will hold a public hearing at its regular meeting on May 10, 2021, commencing at 7:00 p.m. at the Conway Township Hall located at 8015 N. Fowlerville Road, Fowlerville, Michigan 48836, to review the proposed amendments to the Conway Township Zoning Ordinance, as follows:

1. Sign Standards. Replace Article 17 with new sign standards consistent with recent case law.
2. Site Development Requirements. To clarify site plan review and other development requirements applicable to certain uses in the AR, R, C, and I districts set forth in Articles 7, 8, 10, and 11.
3. Shared Drive. Revisions to Section 16.06(A) to remove site plan requirement; 16.06(F) to require construction of the shared driveway prior to issuance of a land use permit for a building.
4. Keeping of Animals/RTFA. Revise Sections 6.22 (A), (B) to include references to, and exclusion of, uses per the Right to Farm Act.
5. Airport Approach. Revise Section 6.23 to reference and incorporate the January 7, 2020 airport approach regulations and maps.

The Planning Commission reserves the right to modify or alter the proposed ordinance amendments at or following the public hearing and to make its decision accordingly.

Written comments concerning the above matter may be submitted to the to the Conway Township Clerk at any time prior to the public hearing, and may further be submitted to the Planning Commission at the public hearing. The complete text of the proposed amendments may be examined at the Township Hall during regular Township business hours, which are 9-3 Tuesdays and Wednesdays, or on the Township's website, [www.conwaytownship.com](http://www.conwaytownship.com), after the publication of this Notice and until and including the day of the meeting. The complete text of the proposed amendments may be further examined at the meeting.

Conway Township will provide necessary, reasonable auxiliary aids and services at the meeting to individuals with disabilities, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, upon ten days' notice to the Conway Township Clerk. Individuals with disabilities requiring auxiliary aids or services should contact the Clerk by writing or calling the following: 8015 N Fowlerville, Fowlerville, MI 48836 or call 517 223-0358, between the hours of 9-3 Tuesdays and Wednesdays.

The complete text of the Conway Township Zoning Ordinance, as amended, may be examined at the Township Hall, 8015 N. Fowlerville, Fowlerville, MI 48836, during regular Township business hours, which are 9-3 Tuesdays and Wednesdays, or on the Township's website, [www.conwaytownship.com](http://www.conwaytownship.com).

Elizabeth Whitt, Clerk  
Conway Township  
8015 N. Fowlerville Road  
Fowlerville, MI 48836  
517-223-0358

## ARTICLE 17. SIGN STANDARDS

### **Section 17.01 Purpose**

The purpose of this Article is to provide a framework for the display of signs to accommodate the legitimate identification, advertising, and informational needs of all land uses and to ensure free speech rights guaranteed by the First Amendment to the U.S. Constitution, including the expression of personal, religious, political, and ideological views. It is the purpose of this Article to provide such signage needs and opportunities in a manner that is balanced with the desired stability and enhancement of residential and non-residential areas including property values, the safety of the Township's road corridors, and the Township's prevailing desired visual character. It is recognized that unrestricted or unregulated signage does not support the desired character of the Township nor benefit private enterprise of the community-at-large. Unrestricted signage encourages traffic safety hazards, visual clutter, confusion for vehicle drivers, visual blight, and decreased property values, and undermines the desired visual character of the Township. This Article recognizes that certain activities and uses of land are temporary in nature and, although temporary, have reasonable signage needs, and this Article is intended to permit temporary signage consistent with the regulatory framework described above.

### **Section 17.02 Definitions**

The following terms, phrases, words and their derivatives shall have the meaning given herein:

- A. Awning/Canopy Sign.** A sign part of or otherwise affixed to a sheet of canvas, plastic or other non-rigid material stretched on a frame so as to be roof-like in function for coverage of the ground area below and/or for architectural purposes. An awning/canopy sign may be in a permanently extended position or may be retractable.
- B. Electronic Message Center (EMC) Signs.** A sign that is capable of displaying words, symbols, figures or images that can be electronically or mechanically changed by remote or automatic means. An EMC sign may be a free-standing sign or wall sign.
- C. Freestanding Sign (FS).** A sign that is erected upon or supported by the ground, including yard signs and ground signs as defined herein and signs supported by one or more poles, columns, or similar supports.
- D. Ground Sign (GS).** A self-supporting, base-mounted freestanding sign, consisting of two (2) or more sides extending up from the base, and upon which a message is painted, posted, or otherwise affixed. A ground sign may also consist of a base-mounted cylindrical structure upon which a message is affixed, and a sign that is supported by one (1) or more posts that are less than two (2) feet in height.
- E. Illumination/Illuminate.** The act of highlighting the visual presence and/or impact of a sign by the use of artificially created light, such as through electrical devices.



- a. "Internal illumination" refers to the incorporation of the light source behind the sign face intended to be highlighted and enclosed within the framing of the sign. For the purposes of this Article, an EMC sign shall be construed to be an internally illuminated sign.
- b. "External illumination" refers to the placement of the light source in front, above, below, and/or to the side of the sign face intended to be highlighted. External illumination is not enclosed within the framing of the sign but may be attached to the sign.

**F. Marquee Sign.** A sign affixed to a permanent rigid roof-like structure that extends from a building for coverage of the ground or entrance area below, and/or for architectural purposes, and which is not supported by columns, posts or other similar features.

**G. Permanent Sign.** A sign designed and/or intended to last indefinitely in the same location, structurally attached to the ground, or a wall or other structure, in such manner that the sign cannot be easily removed and/or relocated. A permanent sign shall be construed to be the same permanent sign despite modifications to the message of such sign.

**H. Projecting Sign.** A sign, other than a wall sign, that projects more than eighteen (18) inches from the face of the building of structure upon which it is located, irrespective of the direction from which the sign is intended to be viewed.

**I. Sign.** Any words, lettering, parts of letters, figures, numerals, phrases, sentences, emblems, devices, designs, banner, flag, pennant, trade names or marks, or other representation, or combination thereof, designed for the purpose of directing or attracting attention to, advertising, identifying, expressing, or making known something. Unless otherwise indicated, the definition of "sign" includes interior and exterior signs that are visible from any public street, sidewalk, alley, park, or public or private property, but not signs that are primarily directed at persons within the premises upon which the sign is located. Words, lettering, parts of letters, figures, or other representations, or combinations thereof, placed on multiple structures or other supports that are each no greater than two (2) square feet in area but exceeds two (2) square feet in total cumulative area, and are intended to be read or viewed together as a single message, shall constitute a sign.

#### I.

- a. Exception: Any words, lettering, parts of letters, figures, numerals, phrases, sentences, emblems, devices, designs, banner, flag, pennant, trade names or marks, or other representation, or combination thereof, that do not exceed two (2) square feet in area, are permanent in nature, and designed for the purpose of directing or attracting attention to, advertising, identifying expressing, or making known something, shall not be construed as a sign.

a. Unless otherwise indicated, the definition of "sign" includes interior and exterior signs that are visible from any words, lettering, parts of letters, figures, or other representations, or combinations thereof, placed on multiple structures or other supports that are each no greater than two (2) square feet in area but exceed two (2) square feet in total cumulative

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area, and are intended to be read or viewed together as a single message, shall constitute a sign.

**Commented [H1]:** This text was repeating exact language in the "Sign" definition directly above.

**J. Temporary Sign.** A sign designed to be moved periodically or displayed for a limited and comparatively short period of time only, without foundation, footing or similar permanent underground, wall, or structure anchoring system, such as in the case of a "grand opening" sign, a sign announcing an upcoming community event, or signs mounted on wheeled trailers. A temporary sign shall be construed to be the same temporary sign despite modifications to the location or message of such sign during the period the sign is displayed.

**J-K. Swinging Sign.** A sign installed on an arm, mast, spar or building overhang that is not rigidly attached to such arm, mast, spar or building overhang.

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**K-L. Wall Sign.** A sign that is attached directly to a building wall that is flat against or generally parallel to the building wall and not extending more than eighteen (18) inches from the face of the wall, including signs painted on a building wall, and including signs on a marquee, canopy, or awning-type structure. A wall sign shall not be construed to include a sign attached to or otherwise part of a roof, a sign attached to a wall but which extends above the lowest portion of a roof, or a projecting sign.

**M. Window Sign.** A sign that is attached to the interior or exterior of any window. Permanent window signs that are not affixed directly to a window or are positioned within twelve (12) inches of a window so that they are visible from the outside, shall be considered wall signs.

**L-N. Yard Sign.** A temporary freestanding sign placed on private property within a street-facing yard for the purpose of notification of events, activities or expression. A temporary yard sign may consist of a frame or skeleton made of steel, wood or similar sturdy material placed into the ground, that resists bending or movement and is capable of withstanding wind turbulence while supporting a sign of permitted size. A temporary yard sign may also typically consist of a fairly pliable "H"-shaped metal frame, one end of which is typically inserted into a plastic sign and the other end is inserted into the ground.

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### **Section 17.03 Application and Permit Requirements**

#### **A. Permits and Review.**

1. **Required Permit and Review.** All signs shall require a land use permit prior to placement, erection, replacement, or alteration unless exempted by subsection (2) below. If site plan review is required for a proposed project that a proposed sign shall be part of, the proposed signage shall be reviewed as part of the site plan review procedure for the entire project, pursuant to Article 14, and a separate sign application shall not be necessary. If the proposed signage is to be part of an existing development for which site plan approval has already been granted or was not necessary, the Zoning Administrator shall review the

sign application to ensure all applicable ordinance standards have been met prior to issuing a permit for the sign.

2. Signs Exempt from Permit and/Review. The following signs are exempt from the provisions of subsection (1) above but shall conform to all other regulations and standards of this Article including area and height.
  - i. Signs erected by a governmental entity.
  - ii. Indoor signs affixed to or covering windows.
  - iii. Temporary signs authorized under Section 17.07 that do not require a permit.
  - iv. The maintenance or replacement of sign information on a previously approved sign.
  - v. Signs less than six (6) square feet in area.

**B. Application Information.** Application for a land use permit for a sign shall include the following minimum information, as applicable, which shall be submitted to the Zoning Administrator.

1. Name, address, and telephone number of the applicant.
2. A copy of the approved or proposed site plan for the lot on which the sign is to be placed.
3. Construction specifications including dimensions, materials, height, ground clearance if applicable, total display area, method of attachment to the wall or ground, and in the case of an EMC sign, the manufacturer's sign brightness specifications according to nit level.
4. Location of the sign on the building and, in the case of a ground sign, its location on the lot and in relation to nearby buildings, structures, and property lines, and setbacks from lot lines, right-of-ways, and access drives.
5. The height and width of the building if the sign is a wall sign.
6. Lot area and frontage.
7. Elevational view of sign including proposed sign copy.
8. Information concerning required electrical connections.
9. Certification by the manufacturer that the sign complies with the Michigan Construction Code.
10. Written consent of the owner or lessee of the premises upon which the sign is to be erected, if different than the applicant.
11. Other information as may be required to ensure compliance with all applicable laws and regulations.

**C. Completeness.** Within fourteen (14) days of receiving a request for a land use permit for a sign, the Zoning Administrator shall review it for completeness. If the Zoning Administrator finds that it is complete, the permit request shall then be processed. If the Zoning Administrator finds that it is incomplete, the Zoning Administrator shall, within such fourteen (14) day period, send to the applicant a notice of the specific ways in which the permit request is deficient, with appropriate references to the applicable sections of this Ordinance.

**D. Action.** Within thirty (30) days of the submission of a complete request for a land use permit for a sign, the Zoning Administrator shall either:

1. Issue the sign permit, if the sign that is the subject of the request conforms in every respect with the requirements of this Ordinance; or
2. Reject the request for a permit if the sign that is the subject of the request fails in any way to conform to the requirements of this Ordinance. In case of a rejection, the Zoning Administrator shall specify in the rejection the sections of the Ordinance with which the sign is inconsistent.

**E. Sign Permit – Continuing.** The owner of a lot containing signs requiring a permit under this Ordinance shall at all times maintain in force a sign permit for such property. An issued land use permit for a sign shall remain valid until such time as a sign requires substantial modification or becomes obsolete.

**F. Lapse of Sign Permit.** A continuing sign permit shall lapse automatically if the sign requires substantial modification or if any approval relating to use of the sign lapses, is revoked, or is not renewed. A land use permit for a sign shall also lapse if the activity on the premises is discontinued for a period of thirty (30) days or more and is not renewed within ten (10) days of a notice from the Township to the last permittee, sent to the premises, that the sign permit will lapse if such activity is not renewed.

#### **Section 17.04 Design and Construction Standards**

##### **A. Materials, Construction, and Maintenance.**

1. All signs shall be constructed and maintained in a manner consistent with building code provisions and maintained in good structural condition at all times, free of hazards to the general public. Signs shall not be constructed from materials that are remnants or manufactured for a different purpose. All signs shall be kept neatly painted, stained, sealed, or preserved including all metal parts and supports. Signs shall be maintained free of peeling material, fading, rust, rot, insect infestation or other conditions reflective of a state of disrepair.
2. A sign shall be integrally designed so that its elements are of a unified character versus comprised of an assemblage of different sign types and materials. In the case where two (2) opposing sign faces are of differing shapes or sizes, resulting in the back of one (1) face not being fully obscured by the opposing face of the sign, the exposed backing shall be of a finished material and designed and constructed to appear as an integral part of the entire sign and of a similar character. No pole, column, or similar support shall be used to accommodate more than one (1) sign serving the same business, tenant, or occupant of a lot.
3. All signs shall be designed so that the supporting framework, other than the supporting poles of a freestanding sign, is contained within or behind the face of the sign or within the building to which it is attached so as to be totally screened from view.

**B. Wall Sign Dimensions and Heights for Non-Residential Uses.** Wall signs in association with commercial, industrial, and other non-residential uses shall comply with the following:

1. Wall Sign Vertical Dimension. The maximum vertical dimension of any wall sign shall not exceed one third (1/3) of the building height.
2. Wall Sign Horizontal Dimensions. The maximum horizontal dimension of any wall shall not exceed three-fourths (3/4) of the width of the building.
3. Wall Sign Height. The top of a wall sign shall not be higher than the lowest of the following:
  - a. Twenty-five (25) feet.
  - b. The top of the sills on windows above the first story.
  - c. The height of the building wall on which the sign is located.

**C. Lighting.**

1. Authorized Lighting. Signs may be illuminated internally or externally, unless specified otherwise.
2. Moving Illumination. No sign shall include flashing, blinking, intermittent, moving, or variable intensity illumination except as authorized in association with an electronic message center (EMC) sign.
3. Exterior Illumination. Exterior illumination of a sign shall not result in reflected light that exceeds a brightness level of 0.3 foot candles above ambient light as measured according to the same specifications for EMC signs in Section 17.09(A). Use of glaring undiffused lights or bulbs is prohibited. Sign illumination shall not distract motorists or otherwise create a traffic hazard.
4. Interior Illumination. Within Agricultural Residential, Residential, and Manufactured Housing Park Districts, sign illumination shall be external~~ly~~<sup>ly</sup> ~~only~~ unless the interior illumination is limited to individual letters, lettering, symbols and logos on a sign, and all other sign elements are opaque or otherwise not illuminated. This subsection shall not apply to temporary signs authorized by Section 17.07.
5. Source and Projection of Illumination. The source of sign illumination shall be shielded from traffic and adjacent properties and shall not be visible beyond the property line of the lot on which the sign is located. All externally lit signs shall be illuminated by lights affixed to the sign and only directed downward on the sign face. This subsection shall not apply to neon lights and exposed bulbs, including marques signs, provided such lights and bulbs shall not exceed fifteen (15) watts.
6. EMC Signs. See Section 17.09(A) regarding lighting requirements for EMC signs.

**D. Measurements.**

1. Sign Area. The area of the sign shall be computed by calculating the square footage of a sign face as measured by enclosing the most protruding points or

- edges of all sign faces of the sign within a parallelogram, rectangle, triangle, circle, cylinder, cone, or combination thereof, including any framing.
- a. Where a sign has two (2) or more similarly shaped faces placed back-to-back, and at no point are less than eighteen (18) inches apart from one another, the area of the sign shall be the area of one (1) face. Where a sign has two (2) or more similarly shaped faces placed back-to-back, and are greater than eighteen (18) inches apart from one another at any point, the area of the sign shall be the combined area of each face.
  - b. Where a sign has two (2) faces placed back-to-back, and at no point are less than eighteen (18) inches apart from one another, but the signs are of differing sizes, the size area shall be that of the larger sign.
  - c. In the case of a sign with three or more faces, the area of the sign shall be the areas of all faces combined.
2. Sign Setbacks.
- a. The distance between two signs shall be measured along a straight horizontal line that represents the shortest distance between the nearest parts of the two signs as viewed from above in plain or bird's eye view.
  - b. The distance between a sign and a property line, parking lot, or building shall be measured along a straight horizontal line that represents the shortest distance between the property line or outer edge of the parking lot or building, and the leading edge of the sign as viewed from above in plain or bird's eye view.
3. Sign Height. The height of a sign shall be measured from the highest point of the sign, including all frame and structural members of the sign, to the ground elevation directly below the sign face. The height of a sign placed upon a berm or other artificially raised area shall be measured from the base elevation of the berm or artificially raised ground area.

#### **Section 17.05 Nonconforming Signs**

**A. General.** Nonconforming signs shall be subject to the provisions of Article 18 except as otherwise provided by the following:

1. Destruction: A nonconforming sign that is destroyed to an extent greater than thirty percent (30%) of the sign's replacement cost, exclusive of the foundation, shall not be reconstructed.
2. Maintenance: Normal sign maintenance is permitted including painting of chipped or faded signs, replacement of faded or damaged surface panels, and repair or replacement of electrical wiring or electrical devices.
3. Change of Copy: The sign copy of a nonconforming sign may be changed provided that the change does not create any greater nonconformity or otherwise alter the sign's framing and structural features.

#### **Section 17.06 Prohibited Signs**

**A. Signs Prohibited.** The following signs are prohibited, whether temporary or permanent, except where expressly authorized elsewhere in this Article.

1. Signs that, due to location, design, color or lighting, encourage confusion among drivers due to unauthorized traffic signs, signals or devices, or signs that make use of the words “stop,” “look,” “danger” or any word, phrase, symbol or character in such manner as to interfere with, mislead, or confuse drivers or pedestrians.
2. Signs that obstruct free and clear vision of approaching, intersecting, or merging traffic as required by Section 16.16(I).
3. Signs greater than fifteen (15) square feet in area, affixed to a parking vehicle or truck trailer, where such vehicle or trailer is being used principally for advertising purposes due to its parked location, rather than for transportation purposes.
4. Signs that extend higher than the surface of a roof, and signs that extend above the top edge of a roof or building parapet, whichever is higher, excluding cupolas, pylons, chimneys, and similar minor projections.
5. A sign, other than a flat wall sign, that projects more than eighteen (18) inches from the face of the building or structure upon which it is located.
6. Signs that obstruct ingress or egress from a required door, window or other required point of access.
7. Signs comprising of banners except as otherwise expressly authorized in association with a temporary sign according to Section 17.07.
8. Signs placed in, upon, or over any public right-of way, alley, or other public place, except upon approval of the governmental entity having jurisdiction over such right-of-way.
9. Signs that have moving or flashing lights, signs that revolve or have any visible moving parts, revolving parts of visible mechanical movement of any type, or signs that have other apparent visible movement irrespective of the cause of the movement.
  - a. Banners, pennants, festoons, spinners and streamers, and similar devices, that move due to wind or mechanical devices and that are intended to draw attention to a location are considered moving signs and are prohibited except as otherwise expressly authorized in association with a temporary sign according to Section 17.07. This limitation shall not be construed to prohibit EMC signs or signs that rely on light-emitting diodes (LEDs) provided such signs are in compliance with Section 17.09(A).
10. Signs that have any words, lettering, photographs, silhouettes, drawings, or pictorial representations of a sexually explicit character including any sign elements portraying specified anatomical areas or specified sexual activities as defined in Section 13.10(V)(2).
11. Signs that constitute a temporary sign as defined in this Article, except as authorized according to Section 17.07.
12. All other signs not expressly authorized by this Ordinance.

#### **Section 17.07 Permitted Temporary Signs**

- A. Authorization.** Temporary signs are permitted according to the requirements and limitations of this Section. Signs permitted by this Section shall not be applied toward the permissible sign areas authorized by other sections of this Article.
- B. Purpose.** A temporary sign may be used for any purpose including, but not limited to, announcements pertaining to a grand opening, an upcoming special event, or the availability of a dwelling or real estate for sale or rent; seasonal celebrations; signs erected during construction activities; and expressions of political, religious, and ideological views.
- C. Limitations.** Temporary signs shall comply with the standards of Table 17.07-1 and 17.07-2.

**Table 17.07-1**

**Table Of Sign Standards For Signs That Do Not Require A Permit**

<b><u>Sign Types, Districts Permitted</u></b>	<b><u>Site Restrictions</u></b>	<b><u>Additional Restrictions</u></b>
<b><u>Temporary Freestanding Commercial and Industrial Yard Signs and Swinging Signs.</u></b>  Permitted in the Commercial and Industrial Districts	<b><u>Number.</u></b> Total number of signs shall not exceed an aggregate side face of twenty (20) square feet.  <b><u>Sign Area.</u></b> The total sign's surface for a single sign shall not exceed eight (8) square feet.  <b><u>Height.</u></b> No sign shall exceed a maximum height of four (4) feet.	No sign shall be in place for a period exceeding six (6) consecutive months. Swinging signs may be wall or ground mounted. No sign shall be placed in a public right-of-way. Direct illumination is prohibited.
<b><u>Temporary Freestanding Residential Yard Signs and Swinging Signs.</u></b>  Permitted in the Agricultural Residential, Residential, and Manufactured Housing Park Districts	<b><u>Number.</u></b> Total number of signs shall not exceed an aggregate side face of eighteen (18) square feet.  <b><u>Sign Area.</u></b> The total sign's surface for a single sign shall not exceed six (6) square feet.  <b><u>Height.</u></b> No sign shall exceed a maximum height of four (4) feet.	No sign shall be in place for a period exceeding three (3) consecutive months. Swinging signs may be wall or ground mounted. No sign shall be placed in a public right-of-way. Direct illumination is prohibited.



**Table 17.07-2**

**Table Of Sign Standards For Signs Subject To A Permit Unless Otherwise Specified**

<b><u>Sign Types, Districts Permitted</u></b>	<b><u>Site Restrictions</u></b>	<b><u>Additional Restrictions</u></b>
<b><u>Temporary Banners</u></b>  Permitted in all Districts subject to a land use permit for a sign.	<b><u>Number.</u></b> One (1) per street front.  <b><u>Sign Area.</u></b> Shall not exceed and area of thirty two (32) square feet.	Shall be permitted to be displayed for up to thirty (30) days. Signs are limited to no more than three (3) events per calendar year. If mounted to the ground, a two-sided sign is permitted but shall not exceed the maximum sign dimensions.
<b><u>Temporary Event Signs.</u></b>  Permitted in all Districts	<b><u>Number.</u></b> One (1) per event.  <b><u>Sign Area.</u></b> Shall not exceed an area of twelve (12) square feet. Signs in the right-of-way may not be more than four (4) feet tall or four (4) feet wide.	The temporary signs noted in this section may not be displayed more than ten (10) consecutive days in any thirty (30) day period. If mounted to the ground, a two-sided sign is permitted but shall not exceed the maximum sign dimensions.

**Section 17.08 Permitted Permanent Signs by District**

Table 17.08-1 identifies authorized permanent signs in each district according to the limitations specified in the Table regarding sign type, number, area, height, and setbacks. Nothing in this Table shall be construed as authorizing a sign, sign area, sign height, or sign setback that is otherwise regulated by other sections of this Article. The signs authorized by this Section are permitted in addition to other signs authorized by the Article, and the signs permitted by this Section shall not be applied toward the permissible sign areas.

**TABLE 17.08-1**

**FS** = Free-Standing Sign    **WS** = Wall Sign

<b><u>District</u></b>	<b><u>Authorized Signs and Number</u></b>	<b><u>Maximum Area of Signs</u></b>	<b><u>Maximum Height of Signs</u></b>	<b><u>Maximum Sign Setback from Lot Lines</u></b>
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<b><u>Agricultural Residential District</u></b>	<p><b>FS:</b> 1 per road frontage provided the frontage dimension meets a minimum of 50% of the District's required frontage dimension.</p> <p><b>WS:</b> 1 per road frontage provided the frontage dimension meets a minimum of 50% of the District's required frontage dimension.</p>	<p><b>FS:</b> 32 square feet.</p> <p><b>WS:</b> 32 square feet.</p>	<p><b>FS:</b> 6 feet if part of a planting bed; 5 feet otherwise.</p> <p><b>WS:</b> Top of wall to which it is attached, but no higher than the roof eave.</p>	<p><b>FS:</b> 15 feet, except 50 feet from an adjacent yard if such yard is in the Agricultural Residential or Residential District.</p>
<b><u>Residential and Manufactured Housing Park Districts</u></b>	<p><b>FS:</b> 1 per road frontage provided the frontage dimension meets a minimum of 50% of the District's required frontage dimension.</p> <p><b>WS:</b> 1 per road frontage provided the frontage dimension meets a minimum of 50% of the District's required frontage dimension.</p>	<p><b>FS:</b> 20 square feet.</p> <p><b>WS:</b> 32 square feet.</p>	<p><b>FS:</b> 5 feet if part of a planting bed; 4 feet otherwise.</p> <p><b>WS:</b> Top of wall to which it is attached, but no higher than the roof eave.</p>	<p><b>FS:</b> 15 feet, except 25 feet from an adjacent yard if such yard is in the Agricultural Residential or Residential District.</p>

<b><u>Commercial and Industrial Districts</u></b>	<p><b>FS:</b> 1 per road frontage provided the frontage dimension meets a minimum of 50% of the District's required frontage dimension.</p> <p><b>WS:</b> 1 per road frontage provided the frontage dimension meets a minimum of 50% of the District's required frontage dimension.</p>	<p><b>FS:</b> 2 square feet per 1 foot of building length, measured as a straight line between building corners, but no single sign shall exceed 48 square feet.</p> <p><b>WS:</b> 10% of the vertical surface area of the building façade to which the sign is attached, but not to exceed 48 square feet.</p>	<p><b>FS:</b> 6 feet if part of a planting bed; 5 feet otherwise. If not a ground sign, the maximum height shall be 12 feet.</p> <p><b>WS:</b> Top of wall to which it is attached, but no higher than the roof eave.</p>	<p><b>FS:</b> 15 feet, except 50 feet from an adjacent yard if such yard is in the Agricultural Residential, or Residential District.</p>
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**Table 17.08-1: Special Provisions**

**A. Dwellings.** Permanent signs on a lot on which the principal use is one (1) or more dwelling units shall comply with the following:

1. **Single and Two-Family Dwellings:** One (1) sign may be erected for each dwelling unit on a lot where such lot is used for single-family or two-family dwelling purposes, each not to exceed three (3) square feet in area and shall be setback a minimum distance of five (5) feet from all lot lines.
2. **Multiple Family Dwelling:** One (1) sign may be erected within ten (10) feet of a building entrance within a multiple family dwelling development. Such sign shall not exceed six (6) feet in height and six (6) square feet in area, and shall comply with the setback standards of Table 17.08-1.
3. **Postal Address:** The limitations of subsections (a) and (b) shall not prohibit the display of an additional non-illuminated address identification sign, part of a mailbox or mailbox support, to facilitate identification of the property for postal, emergency, and other vehicles. Such sign shall not exceed one (1) square foot in area.

**B. Driveway/Entrance Signs.** The following permanent signs are permitted, excluding on lots used for single and two-family dwelling purposes:

1. One (1) sign is permitted at the intersection area of a public road and an access drive to a parking lot. Such sign shall not exceed four (4) square feet in area and three (3) feet in height and shall be located within ten (10) feet of the edge of the driveway and the road right-of-way.
2. One (1) sign is permitted at an entrance to a residential or non-residential development consisting of a platted subdivision, condominium subdivision, multiple family development, manufactured housing community, or other

- unified development consisting of at least five (5) dwelling units or at least three (3) buildings used for commercial or industrial purposes. Such sign shall not exceed thirty-two (32) square feet in area and six (6) feet in height, and shall comply with the setback standards of Table 17.08-1.
3. One (1) sign is permitted at a door of a building. Such sign shall have a maximum height of six (6) feet and shall not exceed six (6) square feet in area. The sign shall not be farther than ten (10) feet from such door and shall comply with the setback standards of Table 17.08-1.

#### **Section 17.09 Additional Provisions for Specific Signs**

**A. Applicability.** The following provisions shall apply in addition to other provisions of this Article:

1. Window Signs. Temporary and permanent window signs shall be permitted in the Commercial and Industrial Districts only, and only on the inside of first story windows.
  - a. The total combined area of all temporary and permanent window signs shall not exceed thirty percent (30%) of the total first-floor window area.
  - b. The total sign area of permanent window signs shall not exceed ten percent (10%) of the total first-floor window area. The area of permanent window signs shall be counted in determining compliance with standards for total area of wall signage.
  - c. Temporary window signs shall not exceed ten percent (10%) the total first-floor window area. The area of temporary window signs shall not be counted in determining compliance with standards for total area of wall signs.
2. Electronic Message Center (EMC) Signs.
  - a. That portion of a sign comprised of an EMC sign shall not exceed sixteen (16) square feet in area.
  - b. That portion of a sign comprised of an EMC sign shall not exceed a height of eight~~ther~~ (8) feet.
  - c. One (1) EMC sign may be erected on a lot, irrespective of the number of road frontages along the lot.
  - d. Lighting:
    - i. An image of an EMC sign, and any portion of an image on an EMC sign, shall stay constant for a minimum of fifteen (15) seconds, without any change in movement, light intensity, or color. Message scrolling and similar moving messages, including animation and animation-like imaging, are prohibited.
    - ii. Any change or transition in display on an EMC sign shall not exceed one (1) second in duration.
    - iii. An EMC sign shall be equipped with an automatic dimming technology that automatically adjusts the sign's brightness in direct correlation with ambient light conditions. No EMC sign shall exceed a brightness level of 0.3 foot candles above

ambient light as measured using a foot candle meter at a distance determined by the square root of the sign's square foot area multiplied by 100. An example of such a determination in the case of a 12 square feet sign is:  
 $\sqrt{\text{of the product of } (12 \times 100)} = 34.6 \text{ feet measuring distance.}$

3. Marquee Signs. Marquee signs shall be permitted according to the following provisions:
  - e. Marquee signs shall be permitted only in the Commercial District.
  - f. Marquee signs shall be constructed of hard, noncombustible materials.
  - g. The written message shall be affixed flat to the vertical face of the marquee structure.
  - h. A minimum vertical clearance of ten (10) feet shall be provided beneath any marquee structure.
  - i. Marquee signs shall comply with the setback requirements for the district in which they are located.
  - j. No portion of a marquee sign shall be higher than the roof.
  - k. One (1) marquee sign shall be permitted per road frontage.
  - l. The area of any permanent information on a marquee sign shall be counted in determining compliance with the standards for total area of permanent wall signs permitted on the lot according to Table 17.08-1.
  - m. The area of any temporary information on a marquee sign shall be counted in determining compliance with the standards for total area of permanent wall signs permitted on the lot according to Table 17.07-1.
4. Awning/Canopy Signs. Awning/canopy signs shall be permitted according to the following provisions:
  - a. Awning/canopy signs are only permitted in Agricultural Residential, Commercial, and Industrial Districts.
  - b. The total area of the sign shall not exceed twenty-five percent (25%) of the total area of the awning or canopy that is visible from beyond the lot.
  - c. The area of awning/~~canopy~~ signs shall be counted in determining compliance with the standards for total area of permanent wall signs permitted on the lot according to Table 17.07-1.
  - d. Awning/canopy signs shall comply with the setback requirements for the district in which they are located.

## **ARTICLE 10. C COMMERCIAL DISTRICT**

### **Section 10.01 Intent**

The C Commercial District is established to accommodate limited commercial development to serve the requirements of the community. All commercial uses shall be designed in a way that avoids negatively impacting adjacent uses. This district is intended for the formation of a cluster of commercial uses rather than an undesirable strip commercial pattern of development.

### **Section 10.02 Permitted Uses**

- A.** The following uses of land are permitted in this district:
1. Airports, Heliports and Related Uses (See Section 6.23);
  2. Public buildings;
  3. Vocational and technical training facilities;
  4. Convenience stores;
  5. Retail establishments for the sale of alcoholic beverages, baked goods, bicycles, books, confections, drugs, flowers, groceries, hardware, hobby equipment, jewelry, music, notions, plants, periodicals, small household articles, tobacco; and similar establishments;
  6. Photography studios;
  7. Furriers, dressmaking and tailoring establishments;
  8. Medical or dental clinics not including veterinarian hospitals or any type of medical facility permitting overnight patients;
  9. Carry-out restaurants without a drive through window;
  10. Eating and drinking establishments when food or beverage is consumed within a completely enclosed building;
  11. Executive, administrative, professional, accounting, banking, writing, clerical, stenographic and drafting offices or establishments;

12. Personal service establishments performing services on the premises, such as barber and beauty shops; watch, radio, television, clothing and shoe repair, tailor shops, locksmith, taxidermy, and similar establishments;
13. Churches and other places of worship, public schools, public libraries, private schools and education institutions;
14. Nursery school, day nurseries or day care centers;
15. Building-Mounted Solar Energy Collector (See Section 6.26).

#### **Section 10.03 Special Uses**

**A.** The following uses of land and structures may be permitted upon the issuance of a special use permit in accordance with the procedures and standards contained in Article 13 Special Land Uses:

1. Business services such as mailing, copying and data processing;
2. Construction and farm equipment sales and service establishments;
3. Self-storage facility;
4. Contractor's yard;
5. Service stations;
6. Essential public services of public utilities, municipal departments and utility boards or commissions;
7. Adult regulated uses (See Section 13.05(V));
8. Small, Medium, and Large Wind Energy Turbines (See Section 6.24);
9. Ground-Mounted Solar Energy Collector (See Section 6.26);
10. Commercial Solar Energy System (See Section 6.26).

#### **Section 10.04 Area, Height and Bulk Regulations**

Area, height, and bulk regulations for the C Commercial District are set forth in the following schedule:

### SCHEDULE OF AREA, HEIGHT AND BULK REQUIREMENTS.

District	Minimum Lot Area (acres)	Minimum Lot Width (feet)	Minimum Front Lot Line (feet)	Minimum Yard Setback (feet)			Maximum Building Height		Maximum Lot Coverage
				Front	Side	Rear	Stories	Feet	
C									
Commercial	1 acre	150(c)	150(d)	100/110(a)	35(b)	50	3	40	40%

**NOTES:**

- (a) The front yard setback shall be one hundred (100) feet from the center line of a secondary roadway and one hundred ten (110) feet from the center line of a primary roadway.
- (b) If side yard abuts a roadway, the minimum side yard setback shall follow the same requirements for front yard setbacks. Where a lot abuts a residential zoning district, the minimum required side yard shall be fifty (50) feet and screening shall be provided in accordance with Section 6.16.
- (c) Any access easement cannot be included in the one hundred fifty (150) foot minimum lot width.
- (d) Any access easement cannot be included in the one hundred fifty (150) foot minimum front lot line.

#### **Section 10.05 Additional Dimensional Requirements**

**A. Minimum Lot Size.**

- 1. Lots and parcels shall not exceed a 1 to 4 (1:4) width-to-depth ratio.
- 2. The minimum lot areas specified in Section 10.04 Schedule of Area Height, and Bulk Requirements, are for all uses in the C Commercial District unless specified in Article 6 General and Supplementary Regulations or Article 13 Special Land Uses.

**B. Height.** No commercial uses in the C Commercial District shall be permitted or specially permitted at a height that compromises the “clear zone” (as defined by the FAA) of any public and private airport, heliport or related use.

**C. Accessory Buildings.** Accessory buildings, structures and uses are prohibited in the minimum required yard area. Where the accessory structure is attached to a main building, it shall be subject to and must conform with all yard requirements of this ordinance



## Section 10.06 Additional Site Development Requirements

### A. Performance Standards.

1. Storage of materials or goods shall be enclosed entirely within a building or shall be enclosed so as not to be visible to the public from any abutting residential district or public street.
2. Material which is normally and reasonably discarded from commercial uses of property may be stored outside of an enclosed building for a reasonable time provided that such storage areas are completely screened by an opaque fence of not less than five (5) feet in height.
3. No lighting shall in any way impair the safe movement of traffic on any transportation corridor.
4. Vehicle ingress and egress points shall not be closer than seventy-five (75) feet to the intersection of any two (2) public streets or closer than fifty (50) feet to an adjacent driveway.
5. Each separate use, groupings of buildings or grouping of uses as a part of a single planned development shall not have more than two (2) access ways from a public road.
6. Parking lots, driveways and service roads shall be surfaced with concrete or bituminous materials and maintained in a usable, dirt-free condition.
7. Service roads and driveways shall have a paved width of twenty-four (24) feet and shall comply with all other commercial driveway standards of the Livingston County Road Commission.
8. Commercial sites shall abut a paved, county thoroughfare and public ingress and egress shall be provided from that thoroughfare.
9. Landscaping and screening subject to the requirements of Section 6.16.

**B. Site Plan Review.** For all uses permitted in the C Commercial District, a site plan shall be submitted to the Planning Commission, and no land use permit shall be issued until after the Planning Commission has reviewed and approved the site plan in accordance with Article 14 Site Plan Review.

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**C. Provisions of Article 6: General and Supplementary Regulations.**

**D. Provisions of Article 15: Off Street Parking and Loading-Unloading Standards.**

**E. Provisions of Article 16: Private Roads, Driveways, and Access Management.**

**F. Provisions of Article 17: Sign Standards.**

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## ARTICLE 11. I INDUSTRIAL DISTRICT

### Section 11.01 Intent

The intent of the I Industrial District is to permit certain industries which are of a light manufacturing character to locate in planned areas of the Township. So that such uses may be integrated with nearby land uses, such as commercial uses; limitations are placed upon the degree of noise, smoke, glare, waste and other features of industrial operations so as to avoid adverse effects. Aviation facilities and certain commercial uses which are desirable to service the employees and visitors of the industrial uses are also permitted in this District.

### Section 11.02 Permitted Uses

The following uses shall be permitted uses in the I Industrial District when the manufacturing compounding or processing is conducted entirely within a completely enclosed building

- A. Wholesale and Warehousing.** The sale at wholesale or warehousing of automotive equipment, dry goods and apparel, groceries and related products; raw farm products except livestock; computer hardware and software; electrical goods; hardware, plumbing, heating equipment and supplies; machinery and equipment; tobacco and tobacco products; paper and paper products; furniture and home furnishings, and any commodity the manufacture of which is permitted in this district; excluding transportation terminals and petroleum product bulk stations and terminals.
- B. Industrial Establishments.**

  - 1. The assembly, fabrication, manufacture, packaging or treatment of such products as food products (excluding butchering, animal slaughtering), candy, pharmaceuticals, cosmetics and toiletries, musical instruments, office equipment, optical goods, toys, novelties, electrical instruments, and appliances; electronics, radio and phonographs; scanners, pottery and figurines or other ceramic products using only previously pulverized clay.
  - 2. The assembly, fabrication, manufacture, packaging, or treatment of such products from the following previously prepared materials; bone, canvas, cellophane, cloth, cork, felt, fiber, glass, leather, paper, plastics, precious or semi-products metals or stones, sheet metal (excluding large stampings such as automobile fenders or bodies), shell, textiles, wax, wire, wood (excluding saw and planning mills) and yarns.

3. Tool and die shops; metal working machine shops involving the use of grinding or cutting tools; manufacturing of tools, dies, jugs and fixtures; publishing, printing or forming of box, carton and cardboard products.
4. Laboratories – research and testing.
5. Central dry cleaning plants and laundries.

**C. Industrial Parks.** Subject to the following provisions:

1. Permitted uses shall include all principal permitted uses in this I- Industrial District.
2. The minimum site area for an industrial park shall be five (5) acres.
3. All industrial parks shall be so located as to have at least one (1) property line abutting a major thoroughfare. All ingress and egress shall be directly onto a county primary or paved county local road.
4. No main or accessory building shall be situated less than fifty (50) feet from any residential property line.
5. No parking access or service area may be located less than twenty-five (25) feet from any residential property line.
6. Parking, loading or service areas used by motor vehicles shall be located entirely within the boundary lines of the industrial park and shall be in accordance with Article 15, Off-Street Parking and Loading-Unloading Standards.
7. A planting strip of at least ten (10) feet wide shall be provided around the entire perimeter of the site except for driveways onto the public road system. A wall or barrier of suitable material not less than five (5) feet high shall be constructed along these property lines which abut residential districts.
8. A landscape plan which includes the entire site shall be submitted for approval to determine compliance with screening and planting strips.
9. Lighting facilities shall be required where deemed necessary for the safety and convenience of employees and visitors. These facilities will be arranged in such a manner so as to protect abutting street and adjacent properties from unreasonable glare or hazardous interference of any kind.

- D. Accessory buildings and uses customarily incidental to the above principal permitted uses.
- E. Airports and heliports.
- F. Building-Mounted Solar Energy Collector (See Section 6.26).

**Section 11.03 Special Uses**

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- A. The following uses may be permitted subject to the conditions hereinafter imposed and subject further to the approval of the Planning Commission pursuant to the standards of Article 13 Special Land Uses.
  - 1. Public Utility Uses. Electric transformer station and substation; electric transmission towers; municipal buildings and uses; gas regulator and municipal utility pumping stations.
  - 2. Retail and Service. The following retail and service establishments may be permitted provided that such establishments are clearly ancillary to the permitted industrial uses and are in keeping with the intent of this district:
    - a. Eating and drinking establishments, when food or beverage is consumed, within a completely enclosed building. Establishments with a character or drive-in or open front store are prohibited.
    - b. Barber and beauty shops.
    - c. Truck, tractor, construction equipment, agricultural implement and trailer sales, rental and repair.
    - d. Motels.
    - e. Service stations and self-service stations.
  - 3. Dog Kennels, Rabbitries and the Raising of Fur-bearing Animals.
  - 4. Drive-in Theaters. Drive in theatres may be permitted provided that any such site is adjacent to a major thoroughfare, that there shall be no vehicular access to any residential street; that suitable screening is provided to insure that there shall be no high light tower or other illumination directed upon any residentially zoned or developed property; and so that the picture is not visible from a major thoroughfare; and that any such drive-in theaters shall be located no closer than five hundred (500) feet to any residentially zoned or developed property.

5. Junkyards.
6. Adult regulated uses (See Section 13.05(V));
7. Small, Medium, and Large Wind Energy Turbines (See Section 6.24).
8. Ground-Mounted Solar Energy Collector (See Section 6.26).
9. Commercial Solar Energy System (See Section 6.26).

#### **Section 11.04 Industrial Performance Standards**

Any use established in the I Industrial District shall not be permitted to carry on any activity, operation, use of land, building or equipment that produces irritants to the sensory perceptions greater than the measures herein established which are hereby determined to be the maximum permissible to humans or human activity.

- A. Noise.** No operation or activity shall be carried out in the I Industrial District which causes or creates measurable noise levels exceeding the maximum sound intensity levels prescribed below, as measured on or beyond the boundary lines of said district.

A sound level meter (that measures decibels or sound levels) and an octave band analyzer (that measures the decibels or sound levels for each of a set of octave bands) shall be used to measure the intensity and frequency of the sound or noise levels encountered. Sounds of very short duration, which cannot be measured accurately with the sound level meter, shall be measured by an impact noise analyzer (that measures decibels or sound levels of sounds with a very sharp attack, such as a hammer or punch press) and the measurements so obtained may be permitted to exceed the maximum levels provided in Table A by no more than five (5) decibels. For purposes of this ordinance, impact noises shall be considered to be those noises whose peak values are more than seven (7) decibels higher than the values indicated on the sound level meter.

Where street traffic noises directly adjacent to the property line exceed these maximum permitted levels, the intensity levels permitted may then exceed those levels specified in the table but may not exceed the level of the subject adjacent street traffic noises.

In addition, sound of an intermittent nature or characterized by high frequencies which the building inspector deems to be objectionable in adjacent districts, shall be controlled so as not to generate a nuisance in adjacent districts even if the decibel measurement does not exceed that specified in the table.

<p style="text-align: center;"><b>TABLE A</b>  <b>MAXIMUM PERMITTED SOUND</b>  <b>INTENSITY</b>  <b>LEVELS IN DECIBELS</b></p>	
<b>Cycle Frequency (Cycles Per Second)</b>	<b>Decibels</b>
31.5	72
63.0	68
125.0	62
250.0	57
500.0	50
1,000.0	46
2,000.0	39
4,000.0	32
8,000.0	28

- B. Smoke, Dust, Dirt and Fly Ash.** The emission of smoke, dust, dirt and fly ash shall in no manner be unclean, destructive, unhealthful, hazardous or deleterious to the general welfare. Such emission shall be in strict conformance with all applicable state and county health laws as pertaining to air pollution and smoke abatement.

A person shall not discharge into the atmosphere, from any single source of emission, any smoke of a density equal to, or greater than the density described as No. 2, on the Ringelmann Chart as published by the United States Bureau of Mines, provided that the following exceptions to the provisions of this rule shall be permitted:

1. Smoke the shade or appearance of which is equal to but not darker than No. 2 on the Ringelmann Chart for a period or periods aggregating four (4) minutes in any thirty (30) minutes.
2. Smoke the shade or appearance on which is equal to, but not darker than No. 3 on the Ringelmann Chart for a period or periods aggregating three (3) minutes in any fifteen (15) minutes when building a new fire or when breakdown of equipment occurs such as to make it evident that the emission was not reasonably preventable.

- C. Glare and Heat.** Any operation producing intense glare or heat shall be performed within an enclosed building or behind a solid fence in such a manner as to be completely unperceivable from any point beyond the lot lines of the lot upon which the source of glare or heat is located.

- D. Odor.** The emission of noxious, odorous matter in such quantities as to be readily detectable at a point along any property line, when diluted in the ratio of one volume of odorous air to four (4) or more volumes of clean air, so as to produce a public nuisance or hazard beyond lot lines is prohibited.
- E. Vibration.** Machines or operations that cause vibration shall be permitted, but no operation shall be permitted to produce ground transmitted oscillations which cause a displacement exceeding that specified in the following Table B and C as measured at the property line. These vibrations shall be measured with a seismograph or accelerometer, preferably the former.

For purposes of the Ordinance, steady state vibrations are vibrations that are continuous, or vibrations in discrete impulses more frequent than sixty (60) per minute. Discrete impulses that do not exceed sixty (60) per minute shall be considered impact vibrations.

**TABLE B**  
**MAXIMUM PERMITTED STEADY STATE  
VIBRATION IN INCHES**

<b><u>Cycle Frequency</u></b> <b><u>(Cycles Per Second)</u></b>	<b><u>Permitted Vibration</u></b>
10 and below	0.0010
10 to 19	0.0008
20 to 29	0.0005
30 to 39	0.0003
40 and above	0.0001

**TABLE C**  
**MAXIMUM PERMITTED IMPACT  
VIBRATION IN INCHES**

<b><u>Cycle Frequency</u></b> <b><u>(Cycles Per Second)</u></b>	<b><u>Permitted Vibration</u></b>
10 and below	0.0020
10 to 19	0.0015
20 to 29	0.0010
30 to 39	0.0005
40 and above	0.0002

Between the hours of 8:00 p.m. and 6:00 a.m., all of the above maximum vibration levels, as measured on or beyond the boundary line of residentially used areas adjacent to an I Industrial District, shall be reduced to one-half (1/2) the indicated permissible values.



- F. Fire and Safety Hazards.** The storage and handling of flammable liquids, liquefied petroleum gases and explosives shall comply with all state rules and regulations and regulations as established by the Michigan Fire Prevention Code, 1941 PA 207, MCL 29.1 et seq, as amended. Further, all storage tanks for flammable liquid materials above ground shall be located at least one hundred fifty (150) feet from all property lines and shall be completely surrounded by earth embankments, dikes or other types of retaining walls which will contain the total capacity of all tanks so enclosed. Bulk storage tanks of flammable liquids below ground shall be located not closer to the property line than the greater depth to the bottom of the buried tank.
- G. Gases.** The escape of or erosion of any gas that is injurious or destructive or explosive shall be unlawful and may be summarily caused to be abated. Sulphur dioxide gas, as measured at the property line at ground elevation, shall not exceed an average of 0.3 p.p.m., hydrogen sulfide shall not exceed 0.1 p.p.m., nitrous fumes shall not exceed five (5) p.p.m., and carbon monoxide shall not exceed fifteen (15) p.p.m., all as measured as the average intensity during any twenty-four (24) hours sampling period.
- H. Electromagnetic Radiation.** Applicable rules and regulation of the Federal Communications Commission in regard to propagation of electro-magnetic radiation are hereby made a part of this Ordinance.
- I. Drifting and Airborne Matter, General.** The drifting or airborne transmission beyond the lot line of dust, particles or debris from any open stock pile shall be unlawful and shall be summarily caused to be abated.

#### **Section 11.05 Compliance with County and State Regulations**

Any use permitted in the I Industrial District must also comply with all applicable County and State health and pollution laws and regulations.

#### **Section 11.06 Site Plan Approvals Required**

For all uses permitted in an I Industrial District, a site plan shall be submitted to the Planning Commission, and no ~~land use~~ permit shall be issued until after the Planning Commission has reviewed and approved the site plan in accordance with Article 14 Site Plan Review.

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#### **Section 11.07 Area, Height, Bulk, and Placement Requirements**

All uses permitted in this District including structures, outdoor storage, outdoor placement, outdoor operations or activity (except periodic activity of ingress or egress) shall be located a minimum of 100 feet from center line of a secondary roadway and 110 feet from the center line of a primary roadway. Unless otherwise provided, all other area, height, bulk, and placement requirements are as provided in the Schedule of Regulations.

## ARTICLE 7. AR AGRICULTURAL RESIDENTIAL DISTRICT

### Section 7.01 Intent

The AR Agricultural Residential District is established to preserve and protect lands best suited for agricultural uses, while also designating land area for rural residential living that does not alter the general agricultural character of the district.

In this district non-farm uses shall be permitted upon a minimum lot size of two (2) acres and farm uses shall be permitted upon a minimum lot size of twenty (20) acres. A farm use shall be defined by the permitted uses listed in 7.2 (B) and by the definition of farm and farm operation in Michigan's Right to Farm Act, 1981 PA 93, MCL 286.472, et seq, as amended.

### Section 7.02 Permitted Uses

A. The following non-farm uses of land are permitted in this district upon a minimum lot size of two (2) acres unless otherwise specified by provisions of this ordinance:

1. Single family detached dwellings (see Section 6.05);
2. Two family dwellings (see Section 6.05);
3. Private stables (see Section 6.22);
4. Family day care and group day care (see Section 6.21);
5. Family foster care homes and adult foster care family homes;
6. Public parks, playgrounds, and recreational grounds;
7. Churches, schools, public buildings, clubs and lodges;
8. Signs as provided in Article 17, Sign Standards;
9. Off-street parking as required and allowed according to Article 15, off-street parking and loading-unloading standards;
10. Keeping of animals as provided in Section 6.22;
11. Home Occupation Class I;
12. Qualifying Patient (see Section 6.25);
13. Building-Mounted Solar Energy Collector (See Section 6.26).

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**B.** The following farm uses of lands are permitted in this district upon a minimum lot size of twenty (20) acres unless otherwise specified by provisions of this ordinance:

1. Agricultural farms;
2. Dairy farms;
3. Livestock farms;
4. Poultry farms;
5. Feedlots;
6. Truck farming;
7. Tree and sod farms;
8. Greenhouses;
9. Plant nursery;
10. Farm buildings;
11. Farm drainage and irrigation systems;
12. Storing, packaging and processing of on-site agricultural commodities;
13. Commercial stables (see Section 6.22);
14. Keeping of animals as provided by Section 6.22;
15. Grazing and forage;
16. Conservation area and forest preserve.

### **Section 7.03 Special Uses**

**A.** The following uses of land and structures may be permitted upon the issuance of a special use permit in accordance with the procedures and standards contained in Article 13, Special Land Uses:

1. One (1) additional single family home or dwelling unit on parcels of twenty (20) acres or more, for use by persons or a family that are employed by the agricultural pursuits of the operating farm located on-site. The additional home must meet requirements of Michigan's Construction Code;
2. Home Occupation Class II;
3. Bed and breakfast home stay;

4. Commercial and Hobby kennels;
5. Veterinary hospital and clinics;
6. Agriculture service establishments;
7. Commercial composting operations and centers;
8. Injection wells;
9. Commercial recreation;
10. Child care centers;
11. Long term care facilities;
12. Foster care group home;
13. Adult foster care group home;
14. Cemeteries;
15. Wireless communication support structures and radio and television broadcast towers;
16. Essential public services of public utilities, municipal departments, and utility boards or commissions;
17. Open Space Community (See Article 12);
18. Small and Medium Wind Energy Turbines (see Section 6.24);
19. Medical Marijuana Caregiver Operation (see Section 6.25);
20. Ground-Mounted Solar Energy Collector (See Section 6.26);
21. Commercial Solar Energy System (See Section 6.26).

#### **Section 7.04 Area, Height and Bulk Regulations**

Area, height and bulk regulations for the AR Agricultural Residential District are set forth in the following Schedule of Area, Height and Bulk Requirements.

### SCHEDULE OF AREA, HEIGHT AND BULK REQUIREMENTS

District  AR	Minimum Lot Area (acres)	Minimum Lot Width (feet)	Minimum Front Lot Line (feet)	Minimum Yard Setback (feet)			Max. Building Height		Floor Area Requirement (sq ft/unit)
				Front	Side	Rear	Stories	Feet	
Agricultural	20 acres (farm)	150(f)	150(g)	100/110 (a)	25(b)	25(b)	3	45(c)	1,040 (d,e)
Residential	2 acres (non-farm)	150(f)	150(g)	100/110 (a)	25(b)	25(b)	3	40	1,040 (d,e)

- NOTES
- (a) The front yard setback shall be one hundred (100) feet from the center line of a secondary roadway and 110 feet from the center line of a primary roadway.
  - (b) If side yard abuts a roadway, the minimum side yard setback shall follow the same requirements for front yard setbacks. For accessory structures, the side yard and rear yard setbacks shall be fifteen (15) feet subject to the provisions of Section 6.06.
  - (c) The maximum building height for a residential structure shall be forty (40) feet. The maximum building height for farm structures shall be forty-five (45) feet, with the exception of grain elevators and silos which shall not exceed a maximum building height of one hundred twenty-five (125) feet. Farm structures over forty-five (45) feet shall be set back from the lot line a distance equal to one and one-half (1 ½) times the total height of the structure.
  - (d) One story single family and two family structures shall have a minimum floor area requirement of 1,040 square feet per dwelling unit. Multi-level dwelling units shall have a minimum floor area requirements of 750 square feet at the first floor level. In no such case shall minimum floor area include area in an attached garage, open porch or other open attached structure. (See Article 2 for definition of floor area requirement computation and Section 6.05 for supplemental regulations pertaining to residential dwelling units).
  - (e) The minimum floor area requirement for each type of single family attached dwelling unit and multiple family dwelling unit shall be as follows:
 

* Efficiency	450 square feet
* One Bedroom	600 square feet
* Two Bedroom	750 square feet
* Three Bedroom	900 square feet
* Each additional bedroom	150 square feet
  - (f) Any access easement cannot be included in the one hundred fifty (150) foot minimum lot width.

- (g) Any access easement cannot be included in the one hundred fifty (150) foot minimum front lot line.

#### Section 7.05 Additional Dimensional Requirements

**A. Minimum Lot Size.**

1. Lots and parcels shall not exceed a 1 to 4 (1:4) width-to-depth ratio.
2. The minimum lot areas specified in Section 7.04 Schedule of Area, Height and Bulk Requirements, are for all uses in the AR Agricultural Residential District unless otherwise specified in Article 6 General and Supplementary Regulations or Article 13 Special Land Uses.

**B. Rights of Way.** Power lines, pipelines and structures within existing public rights of way (not including buildings) of public utility companies shall be exempt from the area, placement and height regulations of this district.

**C. Accessory Buildings.** Accessory buildings, structures and uses (with the exception of an automobile garage) are prohibited in the minimum required yard area. Where the accessory structure is attached to a main building, it shall be subject to and must conform to all regulations of this ordinance applicable to the main building. (See Section 6.06 for Supplemental Regulations Pertaining to Accessory Buildings and Structures.)

#### Section 7.06 Additional Site Development Requirements

**A. Provisions of Article 6:** General and Supplementary Regulations.

**B. Site Plan Review.** For all special uses and principal non-residential buildings or structures permitted in the AR Agricultural Residential District, with the exception of farm buildings, a site plan shall be submitted to the Planning Commission and no land use permit shall be issued until after the Planning Commission has reviewed and approved the site plan in accordance with Article 14 Site Plan Review.

**C. Provisions of Article 15:** Off Street Parking and Loading-Unloading Standards.

**Deleted:** <#>Special Uses. All special uses in the AR Agricultural Residential District shall be subject to the provisions of Article 13: Special Land Uses.¶

**Deleted:** <#>All specially permitted uses, open space communities, buildings containing three (3) or more dwelling units, group day care facilities, buildings or structures for essential public services and private roads in the AR Agricultural Residential District are subject to the site plan review requirements of Article 14. With the exception of farm buildings, all principal non-residential buildings or structures permitted in the AR Agricultural Residential District shall also be subject to the site plan review requirements of Article 14.

**D. Provisions of Article 16:** Private Roads, ~~Driveways~~, and Access Management.

**E. Provisions of Article 17:** Sign Standards.

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## **ARTICLE 8. R RESIDENTIAL DISTRICT**

### **Section 8.01 Intent**

The R Residential District is established to promote low density, single family residences as the predominant form of development within the district, with appropriate land areas designated for the accommodation of multiple family use.

### **Section 8.02 Permitted Uses**

- A. The following uses of land are permitted in this district:
1. Single family detached dwellings (see Section 6.05);
  2. Two family dwellings (see Section 6.05);
  3. Family day care and group day care (see Section 6.21);
  4. Family foster care homes and adult foster care family homes;
  5. Public parks, playgrounds, and recreational grounds;
  6. Churches, schools, public buildings, clubs and lodges;
  7. Commercial stables (see Section 6.22);
  8. Keeping of animals as permitted in Section 6.22 herein;
  9. Signs as provided in Article 17, Sign Standards;
  10. Off-street parking as required and allowed according to Article 15, Parking and Loading-Unloading Standards;
  11. Home Occupation Class I;
  12. Qualifying Patient (see Section 6.25);
  13. Building-Mounted Solar Energy Collector (See Section 6.26).

### **Section 8.03 Special Uses**

- A. The following uses of land and structures may be permitted upon the issuance of a special use permit in accordance with the procedures and standards contained in Article 13, Special Land Uses.
1. Multiple family dwellings;



2. Single family attached dwellings;
3. Senior housing complexes
4. Bed and breakfast homestay;
5. Home Occupation Class II;
6. Child care centers;
7. Long term care facilities;
8. Cemeteries;
9. Open Space Community (See Article 12);
10. Essential public services of public utilities, municipal departments, and utility boards of commissions;
11. Small Wind Energy Turbines (See Section 6.24);
12. Ground-Mounted Solar Energy Collector (See Section 6.26).

#### Section 8.04 Area, Height and Bulk Regulations

Area, height, and bulk regulations for the R Residential district are set forth in the following Schedule of Area, Height and Bulk Requirements.

##### SCHEDULE OF AREA, HEIGHT AND BULK REQUIREMENTS

District R	Minimum Lot Area (acres)	Minimum Lot Width (feet)	Minimum Front Lot Line (feet)	Minimum Yard Setback (feet)			Maximum Building Height Stories	Feet	Floor Area Requirement (sq. ft/unit)
				Front	Side	Rear			
Residential	2 acre	150(f)	150(g)	100/110(a)	25 (b)	25(b)	3	40(c)	1040 (d,e)

##### NOTES:

- (a) The front yard setback shall be one hundred (100) feet from the center line of a secondary roadway and one hundred ten (110) feet from the center line of a primary roadway.
- (b) If side yard abuts a roadway, the minimum side yard setback shall follow the same requirements for front yard setbacks. For accessory structures, the side yard and rear yard setbacks shall be fifteen (15) feet subject to the provisions of Section 6.06.

- (c) The maximum building height for an accessory structure shall also be forty (40) feet.
- (d) One story single family and two family structures shall have a minimum floor area requirement of 1,040 square feet per dwelling unit. Multi-level dwelling units shall have a minimum floor area requirement of seven hundred fifty (750) square feet at the first floor level. In no such case shall minimum floor area include area in an attached garage, open porch or other open attached structure (See Article 2 for definition of floor area requirement computation and Section 6.05 for supplemental regulations pertaining to residential dwelling units).
- (e) The minimum floor area requirement for each type of single family attached dwelling unit and multiple family dwelling unit shall be as follows:

* Efficiency	450 square feet
* One Bedroom	600 square feet
* Two Bedroom	750 square feet
* Three Bedroom	900 square feet
* Each additional bedroom	150 square feet
- (f) Any access easement cannot be included in the one hundred fifty (150) foot minimum lot width.
- (g) Any access easement cannot be included in the one hundred fifty (150) foot minimum front lot line.

#### **Section 8.05 Additional Dimensional Requirements**

##### **A. Minimum Lot Size**

1. Lots and parcels shall not exceed a 1 to 4 (1:4) width-to-depth ratio.
2. The minimum lot areas specified in Section 8.04 Schedule of Area, Height and Bulk Requirements are for all uses in the R Residential District unless otherwise specified in Article 6 General and Supplementary Regulations or Article 13 Special Land Uses.

- B. Rights of Way.** Power lines, pipelines and structures within existing public rights of way (not including buildings) of public utility companies shall be exempt from the area, placement and height regulations of this district.

- C. **Accessory Buildings.** Accessory buildings, structures and uses (with the exception of an automobile garage) are prohibited in the minimum required yard area. Where the accessory structure is attached to a main building, it shall be subject to and must conform to all regulations of this ordinance applicable to the main building (See Section 6.06 for Supplemental Regulations Pertaining to Accessory Buildings and Structures).

#### Section 8.06 Additional Site Development Requirements

- A. **Provisions of Article 6:** General and Supplementary Regulations.

- B. **Site Plan Review.** ~~For all special uses and principal non-residential buildings or structures permitted in the Residential District, site plan shall be submitted to the Planning Commission and no land use permit shall be issued until after the Planning Commission has reviewed and approved the site plan in accordance with Article 14 Site Plan Review.~~

- C. **Provision of Article 15:** ~~Off Street~~ Parking and Loading-Unloading Standards.

- D. **Provisions of Article 16:** Private ~~Roads, Driveways, and~~ Access Management.

- E. **Provisions of Article 17:** Sign Standards.

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**Special Uses.** All special uses in the R Residential District shall be subject to the provisions of Article 13 Special Land Uses.¶

**Deleted:** All specially permitted uses, open space communities, buildings containing three (3) or more dwelling units, group day care facilities, buildings or structures for essential public services, and private roads in the R Residential District are subject to the site plan review requirements of Article 14. All principal non- residential buildings or structures permitted in the Residential District shall also be subject to the site plan review requirements of Article 14.

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1. In accordance with Livingston County Road Commission standards, one (1) residential driveway is allowed for residential property with frontage that is one hundred fifty (150) feet. One additional residential driveway may be permitted where frontage exceeds one hundred fifty (150) feet. Two (2) residential driveways may be permitted, in lieu of the above requirement, to serve a circle driveway if the frontage of the property is one hundred fifty (150) feet or more.
2. The design, location, driveway's surface, geometrics and clear vision requirements for all driveways shall follow the Livingston County Road Commission specifications and administrative rules regulating driveways.

- C. Access Easement.** Any access easement from any road right-of-way shall be a minimum width of sixty-six (66) feet. An easement width cannot be included in the one hundred fifty (150) feet minimum road frontage.

#### Section 16.06 Approval Process

- A. Submission of Site Plan.** Submission and Planning Commission approval of a site plan for a private roadway shall be required. Twelve (12) copies of the site plan and related information shall be presented to the Zoning Administrator by the property owner or petitioner at least twenty one (21) days prior to the meeting at which the site plan is to be reviewed.

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**Deleted:** The site plan requirement may be waived by the Planning Commission for all shared driveways where access is provided to only two (2) residential lots or all lots have direct frontage on a public or private road.

**B. Content of Site Plan.**

1. Name, address and telephone number of the applicant, and name, address and profession of person who prepared the site plan.
2. Date of preparation, north arrow, and scale of plan, which shall not be less than one inch equals twenty feet (1" = 20') for property under three (3) acres, and not less than one inch equals one hundred feet (1" = 100') for sites three (3) acres or more.
3. Profile drawings and cross sections.
4. Identification of the roadway or driveway location including legal description, dimensions of all lot and property parcel lines including building lines, the relationship to abutting properties, right-of-way lines, deed restrictions, county drains, pipelines, easements, turn around and provisions and other important features.

5. The location and pavement width, right-of-way and grade of all abutting roads, streets and easements.
6. The location and description of all existing structures within five hundred feet (500') of the proposed roadway location.
7. Existing land conditions which influence roadway citing.
8. Existing and proposed topography shown at two foot (2') contour intervals with existing and proposed surface drainage features indicated. The data shall include the percent coverage of impervious surfaces and the means to control storm water flow.
9. The location of existing drainage courses and wetlands within five hundred feet (500') of the proposed roadway location.
10. Soil characteristics of the parcel to at least the detail provided by the U.S. Soil Conservation Service in "Soil Survey of Livingston County, Michigan".
11. Vehicular and pedestrian circulation features within and adjacent to the development site shall be shown.
12. The location of all existing and proposed landscaping, greenbelts, separation berms, fences and walls shall be shown. In cases where protective screening is required, the initial and long term effect of the screening shall be identified. If there are no adjoining residential structures, this requirement may be waived.

**C. Public Hearing.** A public hearing shall be required for any private road proposed where the access would be within forty (40) feet of the property line of an adjacent existing residential lot or residence. The public hearing shall be held prior to the Planning Commission's consideration of the site plan or site condominium plan. Notice by mail shall be provided to all adjacent lot or home owners generally describing the location of the proposed private road and providing the date and time of the public hearing. Notice by mail shall be deemed to have been given when deposited in the U.S. Post Office addressed to the respective property owner shown on the last assessment roll of the Township. A notice shall appear in a newspaper of general circulation announcing the public hearing at least eight (8) days, but not more than fifteen (15) days prior to the public hearing.

**D. Approval by Planning Commission.**

1. The Planning Commission shall review and communicate its approval, disapproval or recommend site plan modifications to the applicant within sixty (60) days after receipt of the site plan. The time limit may be extended by mutual consent of the applicant and Planning Commission.
2. The Planning Commission shall not approve the private road site plan until design and construction plans for the approach of the private road are approved by the County Road Commission.

**E. Expiration of Approval.** A developer shall start and complete all land development and road construction, in accordance with the approved site plan or site condominium plan on file, within one year from the date of approval. Development inactivity or incompleteness shall void the approval and plan and a new site plan shall be required subject to any new or subsequent changes in standards, regulations or specifications of this ordinance. A one year extension may be granted when requested by the developer in writing prior to the expiration date and when in the opinion of the Planning Commission, a finding that conditions or circumstances so warrant.

**F. Land use Permit.**

1. Roads. After approval of the site plan, the Planning Commission shall instruct the Zoning Administrator to issue a land use permit for private road construction. Land use permits for any dwelling or building on any parcel served by a new private road shall not be issued until the developer's licensed engineer certifies to the Township that the private road was constructed according to the approved plan. Where a parcel has the required frontage on a public street, this provision may be waived.

2. Shared Driveways. The Zoning Administrator shall issue a land use permit for a shared private driveway once all Ordinance requirements have been met. Land use permits for any dwelling or building on any parcel served by a new shared private driveway shall not be issued until the developer certifies to the Township that the shared private driveway was constructed according to the approved plan.

**G. Inspection.**

1. Roads. During and after private road construction, inspections shall be made by a Township designated engineer or other appointed representative.

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**Deleted:** Zoning Administrator

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2. Shared Driveways. During and after shared private driveway construction, inspections ~~shall~~ be made by ~~the Zoning Administrator~~ or other appointed representative. ~~The Zoning Administrator may elect to have inspection made by a Township designated engineer.~~

**Deleted:** may

**Deleted:** a

**Deleted:** Township driveway inspector

3. Fees. Any and all inspection fees ~~shall~~ be charged to the developer.

**Deleted:** of these

**Deleted:** may

H. **Driveway Permits.** Driveways accessing public roads require a driveway permit from the Livingston County Road Commission having jurisdiction of the public road.

**Deleted:** .

## Section 16.07 Easement and Maintenance Agreements

### A. Private Roads.

1. Easement Agreement. A Private Road Easement Agreement in recordable form shall be required in substantial compliance with the Model Private Road Easement Agreement maintained by the Township. Upon approval by the Township Board, the Easement Agreement shall be recorded by the applicant at the Office of the Livingston County Register of Deeds and a recorded copy shall be submitted to the Township prior to issuance of any land use permit. The Easement Agreement shall be signed by all owners of lots abutting the private road or all owners served by the private road. It shall meet the following minimum requirements:

- (a) Legal description. A detailed legal description of the private road easement shall be submitted with its application.
- (b) Emergency and public vehicle access. The easement shall provide for unrestricted access for emergency and public vehicles used in performance of necessary public services.
- (c) Non-interference. The terms of the easement shall prohibit any property owner served by the road from the restricting or interfering with the normal ingress and egress of other property owners, their families, guests, invitees, licensees, or others traveling to or leaving any of the properties served by the private road.
- (d) Future connections. The terms of the easement shall provide consent that the Township may permit future abutting private roads or public roads be connected to the easement or private road.

- F. Parking Demand.** Parking demand generated by the conduct of a family day care or group day care use shall be met off the street and other than in a required front, side, or rear yard. For family day care uses, such parking shall not exceed two (2) parking spaces, exclusive of parking required herein for the residential use of the dwelling. For group day care uses, such parking shall not exceed four (4) parking spaces, exclusive of the parking required herein for the residential use of the dwelling.
- G. Advertising.** Parking or storage of any vehicle bearing any advertising for, or identification of, the family day care or group day care center on the premises is prohibited.
- H. Location.** A group day care shall not be located closer than 1,500 feet to any of the following:
1. Another licensed group child care home.
  2. An adult foster care small group home or large group home licensed under the adult foster care facility licensing act, 1979 PA 218, MCL 400.701 to 400.737.
  3. A facility offering substance abuse treatment and rehabilitation service to 7 or more people licensed under article 6 of the public health code, 1978 PA 368, MCL 333.6101 to 333.6523.
  4. A community correction center, resident home, halfway house, or other similar facility which houses an inmate population under the jurisdiction of the department of corrections

#### **Section 6.22 Keeping of Animals**

- A. Farm Animals.** The raising and keeping of farm animals may be conducted on a parcel of two (2) acres or larger in the AR Agricultural Residential and R Residential Districts. The number of farm animals allowed on the designated site acreage, is provided in the following table. Farm animal shall mean a domestic animal that is typically kept on farms or is typically associated with farms or farming operations. This definition includes, but is not limited to, such animals as cows, pigs, horses, goats, llamas, buffalo, sheep, chickens, pigeons, rabbits, geese and ducks. This definition does not include a wild animal as described in this Section.



<u>Site Acreage</u>	<u># of Animal Units Permitted</u>
Less than 2 acres	0
2 to 5 acres	2
5 to less than 10 acres	2 + 1 additional animal per acre over 5 acres to a maximum of 7
10 to less than 20 acres	8 + 1 additional animal per acre over 10 acres to a maximum of 17
20 or more**	

\*\*The number of animals kept on twenty (20) acres or more in the AR Agricultural Residential and R Residential Districts may be determined by each individual land owner based upon the carrying capacity of the land and subject to meeting all other applicable requirements of this ordinance.

One (1) animal unit is equivalent to:

1 horse or donkey or mule or cow,  
or alpaca,  
or llama,  
or 3 pigs,  
or 5 sheep or goats,  
or 30 fowl,  
or 4 ostrich or related large bird species,  
or 4 emus,  
or related ratites.

This section is intended to comply with the Michigan Right to Farm Act ("RTFA"), MCL 286.471 et seq., 1981 PA 93, and does not apply to farms or farm operations as defined in RTFA. If an animal is not specifically enumerated, but is determined to be a farm animal otherwise by this ordinance or the Michigan Right to Farm Act, then for the purposes of determining the animal unit equivalent, the closest animal in character, size, and use of land as determined by the Planning Commission shall apply.

Deleted: as amended

The following additional requirements apply to the keeping and raising of farm animals:

1. Within the R Residential District, animals must be housed and maintained on the land of the owner or lessee of the principal residence. Land cannot be leased to increase the size of the primary parcel, thereby allowing for more animals than would be allowed on the primary parcel.

2. Within the R Residential District, animals shall be owned and managed by the occupants of the premises.
3. The occupants of the premises shall keep the odor, sounds and movement of the animals from becoming a nuisance to adjacent properties.
4. Paddocks or pastures shall be suitably fenced areas that preclude animals from approaching nearer than twenty (20) feet of any dwelling on adjacent properties.
5. No storage of manure, odor or dust producing materials or use shall be permitted within one hundred (100) feet of any adjoining lot line.
6. Raising and keeping or killing and dressing of animals upon residential premises shall be for the use or consumption by the occupants of the premises.

**B. Stables.** Private or commercial stables for breeding, rearing and housing of horses, mules and similar domestic animals are subject to the following conditions:

1. Breeding, rearing and housing of horses, mules and similar domestic animals on a commercial basis is allowed in conformity with Michigan Right to Farm Act, MCL 286.471 et seq., 1981 PA 93.
2. An accessory building used as a stable shall not be located nearer than one hundred (100) feet to any dwelling.
3. Stables shall be so constructed and maintained that odor, dust, noise or drainage shall not constitute a nuisance or hazard to adjoining premises.

**C. Household Animals.** Household animal (also called a household pet) shall mean a domesticated animal that is typically found in residential dwellings and is not typically disruptive to the residential character of an area. This definition would include, by way of example and not by way of exclusion, such animals as domesticated dogs, cats, gerbils, hamsters, turtles, tropical fish, parrots, canaries and parakeets. This definition does not include a farm animal or wild animal as described in this section. Subject to the kennel provisions of Section 13.10, household pets owned by the occupant of a dwelling unit may be possessed and cared for by the occupant of that dwelling unit as an accessory use to a residential use in the Township, provided that:

**Deleted:** the AR Agricultural Residential and R Residential Districts upon a minimum parcel size of twenty (20) acres.

1. The number of household pets does not exceed three (3) dogs or cats six months of age or older, in any combination, and no more than a total of five (5) household pets for any one dwelling unit; and
2. An animal does not become excessively noisy, excessively odorous, dangerous, or in any way disruptive to the character of the area in which it is possessed or otherwise become a public nuisance.

Any occupant of a dwelling unit possessing more than three (3) dogs that are owned by the occupant of the dwelling unit must comply with the requirements of Section 13.10(I) for hobby kennels.

**D. Wild and Exotic Animals.**

1. Defined. Wild animal (also called an exotic animal) shall mean an animal that is not typically domesticated or found on farms, but typically exists in the wild and is typically found in zoos, circuses, wildlife sanctuaries, or nature preserves. This definition includes, but is not limited to, such animals as elephants, rhinoceroses, camels, lions, tigers, leopards, panthers, cheetahs, cougars, jaguars, lynx, mountain lions, puma, badgers, bears, bobcats, coyotes, deer, antelope, elk, moose, otters, ostriches, snakes, crocodiles, alligators, seals, sharks, and whales, wolves and primates such as baboons, orangutans, chimpanzees, monkeys and gorillas.
2. Permitted. Certain wild animals that are traditionally nonpredatory and/or nondangerous may be possessed and cared for in the Township. These include, but are not limited to, nonpoisonous snakes that will not exceed three (3) feet in length at maturity, quails, pheasants, peacocks and turkeys. These wild animals may only be possessed and cared for if all of the following conditions are met:
  - (a) That any and all appropriate state and federal permits and/or licenses are obtained and currently maintained;
  - (b) That the animals possessed and cared for are properly caged, penned, housed or secured so as not to be able to leave the property upon which they are possessed;
  - (c) That the animals possessed are kept and cared for under sanitary conditions; and

- (d) That the animals possessed and cared for do not become excessively noisy, excessively odorous, dangerous, or in any way be disruptive to the character of the area in which they are possessed or otherwise become a public nuisance.
- 3. Prohibited. Unless otherwise expressly allowed, a wild animal shall not be possessed in the Township under any other conditions or circumstances.
- 4. Exceptions. Notwithstanding other provisions of this Section, it shall not be considered a violation for a person.
  - (a) Licensed by the State of Michigan to temporarily harbor and treat injured animals or animals designated as belonging to an endangered species until release into a permanent habitat is possible; and
  - (b) In lawful possession of any animal to travel through the township on a public highway for a destination out of the township.

#### **Section 6.23 Airports, Heliports and Related Uses**

- A. Location requirements.** Airports, heliports and related uses are permitted in the Industrial District. These regulations shall not apply to private air strips that are used only by the owner or lessee of the premises for the maintenance of aircraft.
- B. Site Requirements.**
  - 1. Minimum lot size shall be twenty (20) acres.
  - 2. The parcel shall abut a paved, county thoroughfare and public ingress and egress shall be provided from that thoroughfare.
- C. Performance Standards.**
  - 1. Plans shall be approved by the FAA and the Michigan Department of Transportation, Bureau of Aeronautics, prior to submittal to the Township for review and approval.
  - 2. The “clear zone” (as defined by the FAA) shall be owned by the owner of the airport.
  - 3. Paved parking shall be provided for the airport and all accessory uses, with a minimum of two (2) parking spaces per hanger.

### **Section 6.23 Airports, Heliports and Related Uses**

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- B. Site Requirements.**
1. Minimum lot size shall be twenty (20) acres.
  2. The parcel shall abut a paved, county thoroughfare and public ingress and egress shall be provided from that thoroughfare.
- C. Performance Standards.**
1. Plans shall be approved by the FAA and the Michigan Department of Transportation, Bureau of Aeronautics, prior to submittal to the Township for review and approval.
  2. The “clear zone” (as defined by the FAA) shall be owned by the owner of the airport.
  3. Paved parking shall be provided for the airport and all accessory uses, with a minimum of two (2) parking spaces per hanger.

4. Heliports shall be clearly defined outside of parking lots. Outdoor routine maintenance of helicopters shall be prohibited from dusk to dawn. Heliport landing approaches shall be clearly noted on a site plan as being clear of vertical obstructions.
5. There shall be no landing nor take off of aircraft (excluding balloons) except at federally approved sites.

**D. Conway Township Airport Zoning Act.**

1. Definitions; Airport Zoning. For the purpose of the Airport Zoning Act (“this Act”), the words, terms and phrases set forth in this Act shall have the meanings prescribed herein.
  - a. Airport. Any location which is used for the landing or taking off of aircraft, which provides facilities for the shelter, supply or care of aircraft or for receiving or discharges passengers or cargo and all appurtenant areas used or acquired for airport buildings or other airport facilities and all appurtenant rights-of-way, either heretofore or hereafter established.
  - b. Airport hazard. Any structure or tree or use of land or of appurtenances thereof which obstructs the air space required for the safe flight of aircraft in landing or taking off at an airport or is otherwise hazardous or creates hazards to such safe landing or taking off of aircraft.
  - c. Airport hazard area. Any area of land or water or both upon which an airport hazard might be established if not prevented as provided in this Act, including any such area which has been declared to be an airport hazard area” by the Michigan Aeronautics Commission in connection with any airport approach plan adopted by said commission.
  - d. Commission. The Michigan Aeronautics Commission or any successor thereto established by law.
  - e. Person. Any individual, homeowner, firm, partnership, corporation, company, association, joint stock association, municipal corporation or other body politic; and includes any trustee, receiver, assignee or other similar representative thereof.
  - f. State. The State of Michigan.

- g. Structure. Any object constructed or installed by man, including, but without limitation, buildings, tower, smoke stacks and overhead transmission lines, but not including highways and their appurtenances.
  - h. Tree. Any object of natural growth.
- 2. Airport hazard declared nuisance; prevention. It is hereby found that an airport hazard endangers the lives and property of the general public, of users of the airport and of occupants of land in its vicinity, and also, if of the obstruction type, in effect reduces the size of the area available for the landing, taking-off, and maneuvering of aircraft, thus tending to destroy or impair the utility of the airport. Accordingly, it is hereby declared; (a) That the creation or establishment or maintenance of an airport hazard is a public nuisance and an injury to the community served by the airport in question; and (b) that it is therefore necessary in the interest of the public health, public safety, and general welfare that the creation or establishment of airport hazards be prevented. It is further declared that, where airport hazards exist, they must be eliminated, removed, altered, mitigated, or abated as necessary, and they should not be either marked or lighted.
- 3. Airport approach plan; adoption by Aeronautics Commission, Conway Township, considerations. The Commission has formulated and adopted an airport approach plan for the airport located in Conway Township. The plan indicates and determines the circumstances in which structures and trees are or would be an airport hazard, the airport hazard area within which measures for the protection of the airport's aerial approaches should be taken and what the height limits and other objectives of such measures should be. In adopting or revising in the future, the Commission considered among other things, the character of the flying operations expected to be conducted at the airport, the traffic pattern and regulations affecting flying operations at the airport, the nature of the terrain, the height of existing structures and trees above the level of the airport and the possibility of lowering or removing existing obstructions.
- 4. Airport hazard area; determination; zoning regulations/development ~~code~~
  - a. In order to prevent the creation or establishment of airport hazards, every political subdivision having an

airport hazard area wholly or partly within its territorial limits or jurisdiction may make an official determination that the area is in fact an airport hazard area and may thereupon adopt, administer and enforce, in the interest of public safety and in the manner and upon the conditions prescribed in this Act, airport zoning regulations for that part of the airport hazard area which is within its territorial limits or jurisdiction. The regulations may divide the area into zones, and within those zones, may specify the land use permitted and regulate and restrict the height to which structures and trees may be erected or allowed to grow.

- b. A political subdivision in which is wholly or partially located an airport hazard area, may adopt, administer, and enforce zoning regulations for that part of an airport hazard area within the political subdivision's territorial limits or jurisdiction to protect public health and safety. The political subdivision may divide the area into zones and specify within the zones the land uses or developments permitted. As used in this subsection, "development" means an activity which materially alters or affects the existing conditions or use on any land.
- 5. Airport zoning regulations; incorporation into zoning ordinance. In the event that a political subdivision has adopted or hereafter adopts a comprehensive zoning ordinance regulating, among other things, the height of buildings, any airport zoning regulations applicable to the same area or portion thereof may be incorporated in and made a part of such comprehensive zoning regulations and may be administered and enforced as an integral part thereof.
  - 6. Airport zoning regulations; amendment. Every airport zoning regulation for an airport hazard area existing in connection with an airport shall be designed to effectuate the Commission's airport approach plan, as amended by it, whenever necessary, for such airport, and said regulations shall likewise be amended, when necessary to conform to any revision of the applicable airport approach plan that may be made by the Commission.



It is hereby resolved that Conway Township adopts the airport approach protection plan for Maple Grove Airport (65G) located in Conway Township as presented and adopted by the Commission on July 17, 2002, and as amended on January 7, 2020. The approach protection plan consists of height protection for the FAR Part 77 surfaces surrounding the airport and land use protection using standards shown on the enclosed material. See Map at the end of this Section. Zone 1 establishes ~~a height~~ a height restriction of fifteen (15') feet, Zone 2 establishes a height restriction of thirty- five (35') feet, Zone 3 establishes a height restriction one hundred twenty-five (125') feet, ~~and~~ Zone 4 establishes a height restriction of two hundred (200') feet, and Zone 5 establishes a height restriction of eighteen (18") inches.

7. Airport zoning regulations; conflict, determination by Commission. In the event of conflict between any airport zoning regulation applicable to the same area, whether such other regulations were adopted by the political subdivision which adopt the airport zoning regulations or by some other political subdivision, and whether the conflict be with respect to the height of structures or trees, the use of land, or any other matter, those limitations or requirements which may be determined by the Commission to be most conducive to airport and air travel safety shall govern and prevail.
8. Airport zoning regulations; construction permits required. For all structures, uses, and trees subject to this Act, the airport zoning regulations adopted under this Act shall require that a permit be obtained before any new structure or use may be constructed or established and before any existing use or structure may be substantially changed or substantially altered or substantially repaired. All such regulations shall further provide that before any non-conforming structure or tree may be replaced, substantially altered or substantially repaired, rebuilt, allowed to grow higher or replanted, a permit authorizing such replacement, change or repair must be secured from the Township. No permit shall be granted that would allow the establishment or creation of an airport hazard or permit a non- conforming structure or tree or non-conforming use to be made, become higher, or become a greater hazard to air navigation than it was when the applicable regulation was adopted or than it is when the application for permit is made.

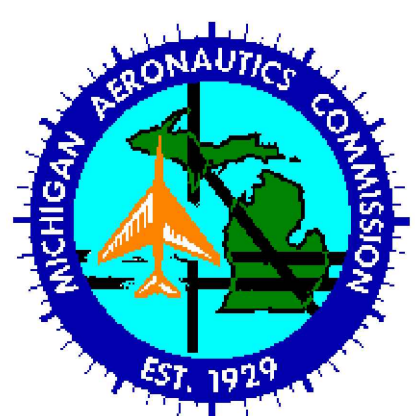
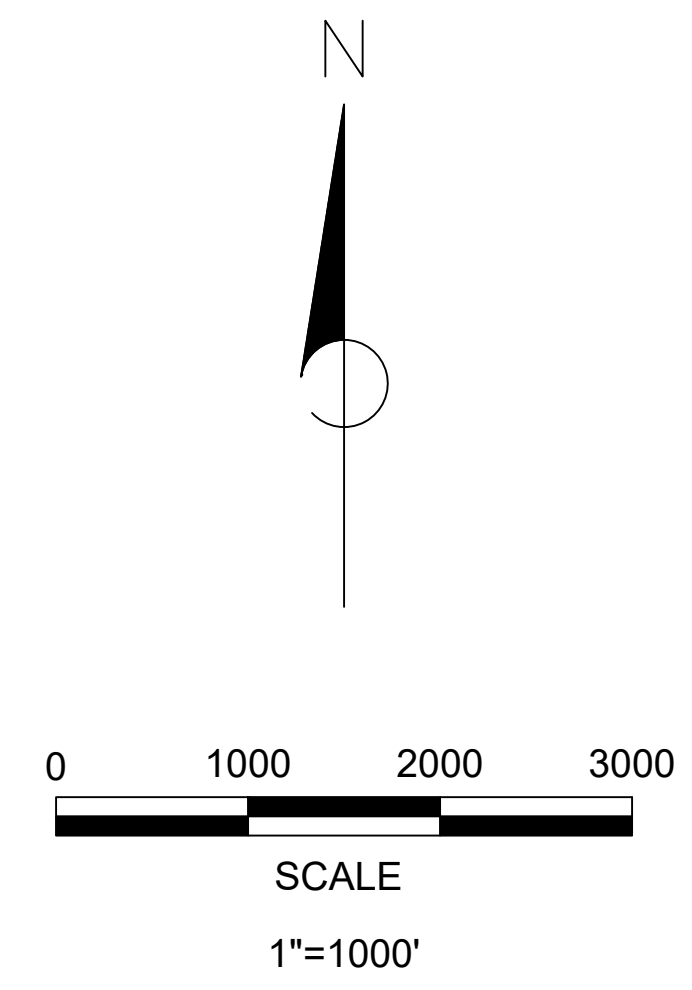
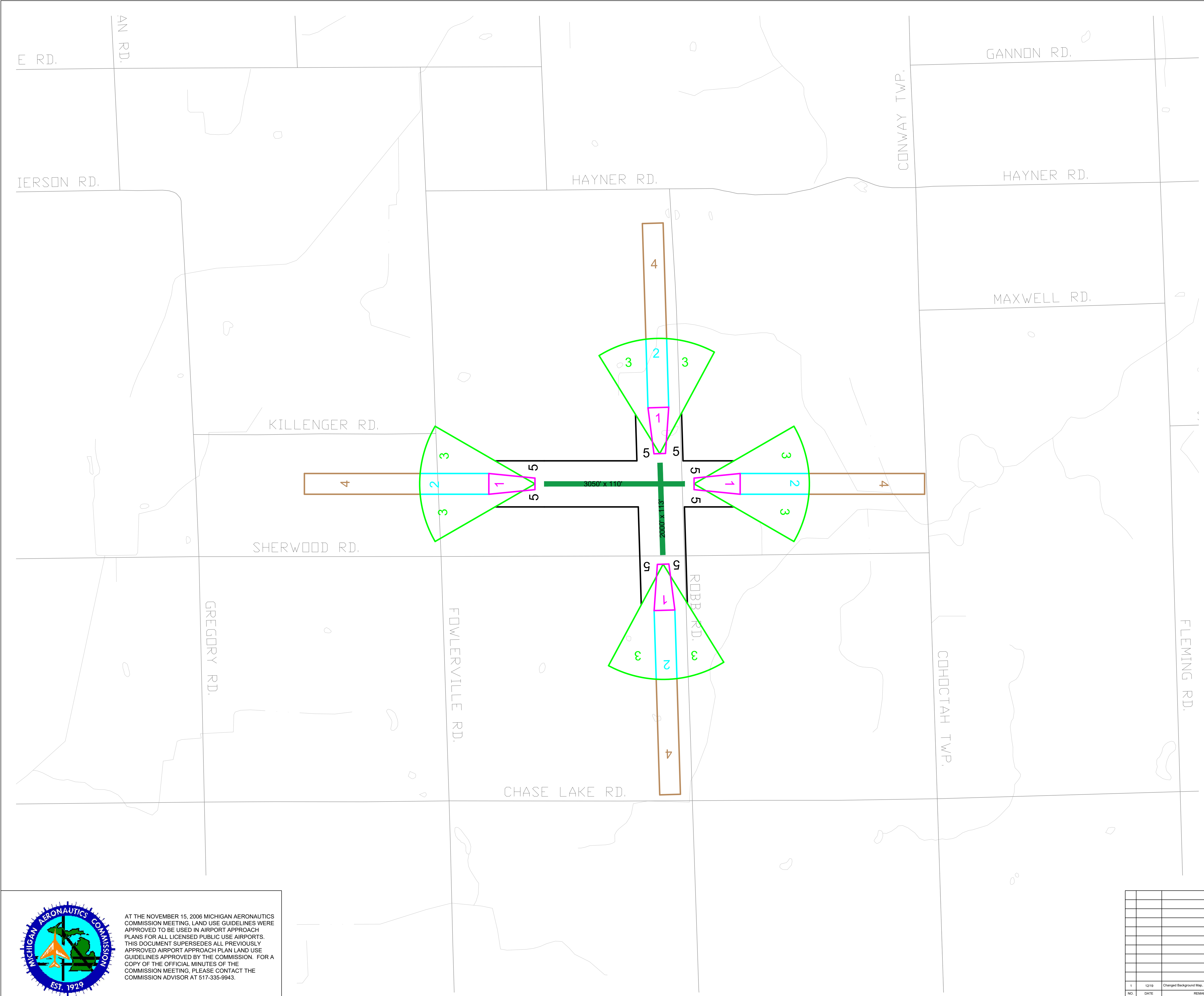
Whenever the Township determines that a non- conforming use or non-conforming structure or tree has been abandoned or more than eighty (80%) percent torn down, destroyed, deteriorated or decayed, no permit shall be granted that would allow such structure or tree to exceed the applicable height limit or otherwise deviate from the zoning regulations.

9. Airport zoning regulations; variance. A person desiring to erect a structure or increase the height of a structure or permit the growth of trees or otherwise use property in violation of the airport zoning regulations adopted under this Act, may apply to the Board of Appeals. The Board of Appeals will make their decision with the help of the airport manager or the Commission or both. A variance shall not conflict with a general zoning ordinance or regulation of Conway Township.
10. Airport zoning regulations; variance, markers and lights required. In granting any variance under this subsection, if the Board of Appeals deems such action advisable to effectuate the purpose of this Act and reasonable in view of the surrounding circumstances, the Board of Appeals may condition such variance as to require the owner of the structure or tree in question to permit Conway Township, as the case may be, at the owners expense, to install, operate and maintain thereon such markers and lights as may be necessary to indicate to flyers the presence of an airport hazard.
11. Airport zoning regulations; administration and enforcement. All airport zoning regulations adopted under this Act shall be administered and enforced by Conway Township.
12. Approach protection; acquisition of property by Aeronautics Commission. In any case in which: (a) it is desired to remove, lower or otherwise terminate a non-conforming structure, tree or use; (b) the approach protection necessary cannot, because of constitutional limitations, be provided by airport zoning regulations under this Act; (c) it appears advisable that the necessary approach protection be provided by acquisition of property rights rather than by airport zoning regulations, the Commission, on behalf of or in the name of the State, within the limitation of available appropriations, or each political subdivision within which the property or non- conforming uses is wholly or partly located, or the political subdivision is served by the airport may acquire by purchase, grant or condemnation in the manner provided

by the law, under which the Commission on behalf of and in the name of the State or political subdivisions are authorized to acquire real property for public purposes, such air right, aviation easement or other estate or interest in the property or non-conforming structure or use in question as may be necessary to effectuate the purposes of this Act.







AT THE NOVEMBER 15, 2006 MICHIGAN AERONAUTICS COMMISSION MEETING, LAND USE GUIDELINES WERE APPROVED TO BE USED IN AIRPORT APPROACH PLANS FOR ALL LICENSED PUBLIC USE AIRPORTS. THIS DOCUMENT SUPERSEDES ALL PREVIOUSLY APPROVED AIRPORT APPROACH PLAN LAND USE GUIDELINES APPROVED BY THE COMMISSION. FOR A COPY OF THE OFFICIAL MINUTES OF THE COMMISSION MEETING, PLEASE CONTACT THE COMMISSION ADVISOR AT 517-335-9943.

LAND USE ZONING			
FOR			
Fowlerville, Maple Grove			
PREPARED BY THE MICHIGAN DEPARTMENT OF TRANSPORTATION OFFICE OF AERONAUTICS LANSING, MICHIGAN			
1	12/19	Changed Background Map, Added Current Bldg. Note	ZT JF
NO	DATE	REMARKS	BY CHK
REVISIONS			
DRAWN		ZT	12/19
AIRPORT APPROACH PLAN		07/17/02	
ORIGINALLY APPROVED BY THE MICHIGAN AERONAUTICS COMMISSION ON THIS DATE:			
ZONING			
FILE NUMBER		47-08	



ACCIDENT SAFETY ZONES, LAND USE GUIDELINES AND PLANNING STRATEGIES FOR NEW DEVELOPMENT

Accident Safety Zone	Land Use Characteristics	Land Use Guidelines	Land Use Planning Strategies *All aviation uses are acceptable
Zone 1 (See Special Note)	Population Density	Avoid land uses which concentrate people indoors or outdoors.	1. 0-5 people/acre. 2. Airport sponsor should purchase property if possible. 3. Zone land uses, which by their nature, will be relatively unoccupied by people (i.e. mini-storage, small parking lots).
	Residential vs. Non-Residential Land Use	Prohibit all residential land uses. All non-residential land uses permitted outright subject to the Population Density and Special Function Land Use guidelines.	1. Create a height hazard overlay ordinance around the airport. 2. Airport sponsor should obtain aviation and obstruction easements. 3. During the site development process, shift all structures away from the runway centerlines if possible. 4. Landscaping requirements shall establish only low growing vegetation. 5. Prohibit high overhead outdoor lighting. 6. Require downward shading of lighting to reduce glare. 7. Evaluate all possible permitted conditional uses to assure compatible land use.
	Special Function Land Use	Prohibit all Special Function Land Uses.	1. Prohibit overhead utilities and all noise sensitive land uses. 2. Zone land for uses other than for schools, play fields, hospitals, nursing homes, daycare facilities and churches. 3. Limit storage of large quantities of hazardous or flammable material. 4. Ensure permitted uses will not create large areas of standing water, or generate smoke/steam, etc.

Special Note: Since the dimensions of Zone 1 are similar to the dimensions of the Runway Protection Zone (RPZ), those airports receiving federal grant dollars from the FAA's Airport Improvement Program, should strongly consider purchasing the RPZ, or otherwise acquire rights to the property for the RPZ.

COMPATIBLE LAND USE MATRIX

Accident Safety Zone	Land Use Characteristics	Land Use Guidelines	Land Use Planning Strategies *All aviation uses are acceptable
Zone 2	Population Density	Avoid land uses which concentrate people indoors or outdoors.	1. 0-5 people/acre. 2. Zone land uses, which by their nature, will be relatively unoccupied by people (i.e. mini-storage, small parking lots).
	Residential vs. Non-Residential Land Use	Prohibit all residential land uses. All non-residential land uses permitted outright subject to the Population Density and Special Function Land Use guidelines.	1. Create a height hazard overlay ordinance around the airport. 2. Obtain aviation and obstruction easements. 3. During site development process, shift all structures away from the runway centerlines if possible. 4. Prohibit mobile home parks. 5. Landscaping requirements shall establish only low growing vegetation. 6. Prohibit high overhead outdoor lighting. 7. Require downward shading of lighting to reduce glare. 8. Evaluate all possible permitted conditional uses to assure compatible land use.
	Special Function Land Use	Prohibit all Special Function Land Uses.	1. Prohibit overhead utilities and all noise sensitive land uses. 2. Zone land for uses other than for schools, play fields, hospitals, nursing homes, daycare facilities and churches. 3. Limit storage of large quantities of hazardous or flammable material. 4. Ensure permitted uses will not create large areas of standing water, or generate smoke/steam, etc.

COMPATIBLE LAND USE MATRIX

Accident Safety Zone	Land Use Characteristics	Land Use Guidelines	Land Use Planning Strategies *All aviation uses are acceptable
Zone 3	Population Density	Avoid land uses which concentrate people indoors or outdoors.	1. < 25 people/acre. 2. Zone land uses, which by their nature, will be relatively unoccupied by people (i.e. mini-storage, small parking lots).
	Residential vs. Non-Residential Land Use	Limit residential development to Low Density housing standards. All non-residential land uses permitted outright subject to the Special Function Land Use guidelines.	1. Create a height hazard overlay ordinance around the airport. 2. Obtain aviation and obstruction easements. 3. During site development process, shift all structures away from the runway centerlines if possible. 4. Prohibit mobile home parks. 5. Landscaping requirements shall establish only low growing vegetation. 6. Prohibit high overhead outdoor lighting. 7. Require downward shading of lighting to reduce glare. 8. Evaluate all possible permitted conditional uses to assure compatible land use.
	Special Function Land Use	Prohibit all Special Function Land Uses.	1. Prohibit overhead utilities and all noise sensitive land uses. 2. Zone land for uses other than for schools, play fields, hospitals, nursing homes, daycare facilities and churches. 3. Limit storage of large quantities of hazardous or flammable material. 4. Ensure permitted uses will not create large areas of standing water, or generate smoke/steam, etc.

COMPATIBLE LAND USE MATRIX

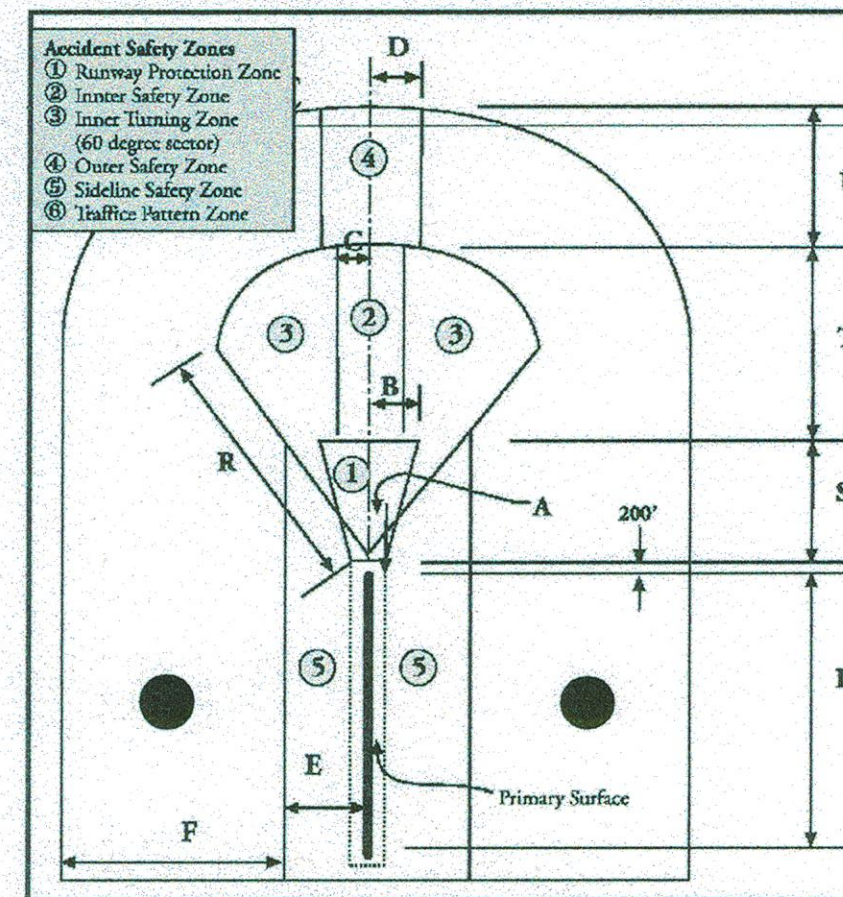
Accident Safety Zone	Land Use Characteristics	Land Use Guidelines	Land Use Planning Strategies *All aviation uses are acceptable
Zone 4	Population Density	Limit population concentrations.	1. < 40 people/acre in buildings, < 75 persons/acre outside buildings.
	Residential vs. Non-Residential Land Use	Limit residential development to Low Density housing standards. All non-residential land uses permitted outright subject to the Special Function Land Use guidelines.	1. Create a height hazard overlay ordinance around the airport. 2. Obtain aviation easements. 3. Clustered development to maintain density as long as open space remains unbuild. 4. Place clustered development away from extended runway centerline. 5. Prohibit mobile home parks. 6. Require downward shading of lighting to reduce glare. 7. Evaluate all possible permitted conditional uses to assure compatible land use.
	Special Function Land Use	Prohibit all Special Function Land Uses.	1. Evaluate noise sensitive land uses in light of aircraft noise contour lines (if available) when establishing new zoning. 2. Prohibit high overhead utilities and all noise sensitive land uses. 3. Zone land for uses other than for schools, play fields, hospitals, nursing homes, daycare facilities and churches. 4. Limit storage of large quantities of hazardous or flammable material. 5. Ensure permitted uses will not create large areas of standing water, or generate smoke/steam, etc.

COMPATIBLE LAND USE MATRIX

Accident Safety Zone	Land Use Characteristics	Land Use Guidelines	Land Use Planning Strategies *All aviation uses are acceptable
Zone 5	Population Density	Avoid land uses which concentrate people indoors or outdoors.	1. 0-5 people/acre. 2. Zone land uses, which by their nature, will be relatively unoccupied by people (i.e. mini-storage, small parking lots).
	Residential vs. Non-Residential Land Use	Prohibit all residential land uses. All non-residential land uses permitted outright subject to the Population Density and Special Function Land Use guidelines.	1. Airport sponsor should purchase property if possible. 2. Create a height hazard overlay ordinance around the airport. 3. Obtain aviation and obstruction easements. 4. During site development process, shift all structures away from the runway centerlines if possible. 5. Landscaping requirements shall establish only low growing vegetation. 6. Prohibit high overhead outdoor lighting. 7. Require downward shading of lighting to reduce glare. 8. Evaluate all possible permitted conditional uses to assure compatible land use.
	Special Function Land Use	Prohibit all Special Function Land Uses.	1. Prohibit overhead utilities and all noise sensitive land uses. 2. Zone land for uses other than for schools, play fields, hospitals, nursing homes, daycare facilities and churches. 3. Limit storage of large quantities of hazardous or flammable material. 4. Ensure permitted uses will not create large areas of standing water, or generate smoke/steam, etc.

APPENDIX A

AIRCRAFT ACCIDENT SAFETY ZONE DIAGRAM



SAFETY ZONE DIMENSION (IN FEET)

Dimension	Runway Length Category (L)		
	Runway less than 4,000	Runway 4,000 to 5,999	Runway 6,000 or more
A	125	250	500
B	225	505	875
C	225	500	500
D	225	500	500
E	500	1,000	1,000
F	4,000	5,000	5,000
R (60°Sector)	2,500	4,500	5,000
S	1,000	1,700	2,500
T	1,500	2,800	2,500
U	2,500	3,000	5,000

Note:  
Data Source: NTSB  
Accident investigations  
1984-1991. Illustration  
Source: Hedges and  
Shatt, Institute of  
Transportation Studies,  
University of California,  
Berkeley, 1993.

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AT THE SEPTEMBER 16, 2009 MICHIGAN AERONAUTICS COMMISSION MEETING, THESE LAND USE GUIDELINES WERE AMENDED AND APPROVED TO BE USED IN AIRPORT APPROACH PLANS FOR ALL LICENSED PUBLIC USE AIRPORTS. THIS DOCUMENT AMENDS ALL PREVIOUSLY APPROVED AIRPORT APPROACH PLAN LAND USE GUIDELINES APPROVED BY THE COMMISSION. FOR A COPY OF THE OFFICIAL MINUTES OF THE COMMISSION MEETING, PLEASE CONTACT THE COMMISSION ADVISOR AT 517-335-9568.

ANY AIRPORT SPONSOR OR DULY AUTHORIZED REPRESENTATIVE OF A ZONED LOCAL GOVERNMENTAL UNIT MAY REQUEST THAT THE MICHIGAN AERONAUTICS COMMISSION AMEND AN AIRPORT APPROACH PLAN. ALL SUCH REQUESTS MUST CLEARLY STATE THE CHANGE FROM THE CURRENT PLAN, THE REASON FOR THE REQUESTED CHANGE AND ANY STANDARDS USED TO JUSTIFY THE MODIFICATION. PLEASE CONTACT THE AIRPORT'S DIVISION ZONING SPECIALIST TO REQUEST ANY SUCH AMENDMENTS.



LAND USE GUIDELINES FOR STATE OF MICHIGAN AIRPORT APPROACH PLANS			
MICHIGAN DEPARTMENT OF TRANSPORTATION AIRPORTS DIVISION LANSING, MICHIGAN			
APPROVED			
DRAWN		NAB	8/03
CHECKED			
PLOTTED			
<div> <div> <div>11/23/09</div> <div>CHANGED SPECIAL NOTE</div> <div>LPS</div> <div>RH</div> </div> <div> <div>ADDED MODIFICATION NOTE</div> <div>ZONE 3 MODIFICATION, TITLE CHANGE</div> <div>LPS</div> <div>RH</div> </div> <div> <div>10/30/08</div> <div>SAFETY ZONE DIAGRAM</div> <div>NAB</div> <div></div> </div> <div> <div>8/25/03</div> <div>SAFETY ZONE 6</div> <div>NAB</div> <div></div> </div> <div> <div>4/16/02</div> <div>New guidelines / strategies</div> <div>NAB</div> <div></div> </div> <div> <div>3/01/02</div> <div>REMARKS</div> <div>BY</div> <div>CHK</div> </div> </div>			
REVISIONS			
AIRPORTS DIVISION ADMINISTRATOR DATE			



**PROPOSED ZONING ORDINANCE AMENDMENTS**

**May 10, 2021**

	<b>SUBJECT</b>	<b>ZO SECTION</b>	<b>STATUS</b>	<b>COMMENTS</b>
1.	Sign Standards---amend per <i>Reed</i> , 135 S Ct 2218	New Article 17	DONE	Subject to Public Hearing 5.10.21
2.	Further work re: LCPC comment in Z-30-18	Articles 7-11	DONE	Subject to Public Hearing 5.10.21
3.	Shared Drive	16.06(A) remove site plan review requirement; 16.06(F) add shared driveways	DONE	Subject to Public Hearing 5.10.21
4.	Keeping of Animals/RTFA	Section 6.22 (A), (B)	DONE	Subject to Public Hearing 5.10.21
5.	Airport Approach	Revised Section 6.23	DONE	Subject to Public Hearing 5.10.21
<b>PENDING</b>				
A	Event Barns	New Section 13.10(W)	Draft of changes from attorney to PC for December 14, 2020 meeting	
B	Accessory Structures	Amend Section 6.06	PC In discussion; draft of changes from Planner to PC for Dec. 14, 2020 meeting	
C	Outdoor Furnaces	TBD (Article 6)	Waiting on feedback from Township Board	
D	Accessory Dwelling Units	New Section 6.27	PC In discussion; draft of changes from Planner to PC for Dec. 14, 2020 meeting	
E	Parking Space Requirements	Amend Section 15.04	Direction on appropriate regulation to be requested from Planner	Attorney recommends required number of spaces for special event/wedding structures and venues to be added to table
F	Medical Marijuana Caregivers	Amend Section 6.25	New to PC May 10, 2021	Attorney recommended revisions per recent case law and to comply with recreational marijuana laws (see email from Attorney to Zoning Administrator 3/17/21)
G	Land Division-have 4/1 rule apply only to parcels 10 acres or more	Section 7.05, 8.05, and 10.05	New to PC May 10, 2021	Proposed amendments to generally make ZO consistent w General Law Ordinance. Amendment to be passed by the Board May 18, 2021
H	Solar Energy Collectors	Section 6.26(F)(14)		PC to discuss at May meeting

**PROPOSED ZONING ORDINANCE AMENDMENTS  
FOR ACCESSORY BUILDINGS AND STRUCTURES  
CONWAY TOWNSHIP, MI**

April 12, 2020

**ARTICLE 2. DEFINITIONS**

**Structure.** (See also Building.) Anything constructed or erected, the use of which requires location on the ground or attachment to something having a permanent location on the ground, excepting driveways, concrete slabs, patios, children's play sets, light poles, ~~and~~ flag poles, and ground-mounted solar energy collectors.

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**ARTICLE 6. GENERAL AND SUPPLEMENTARY REGULATIONS**

**Section 6.06 Supplemental Regulations Pertaining to Accessory Buildings and Structures.**

~~Accessory Lot/parcels in the R Residential and AR Agricultural Residential zoning districts are allowed one (1) detached single-family dwelling, as defined by ordinance, one (1) principal building, as defined by ordinance, and accessory buildings and structures, as defined by ordinance, except as otherwise permitted in this ordinance, shall be subject to the following regulations:~~

- A. Relation to Principal Building.** ~~Detached Accessory~~accessory buildings, ~~and~~ structures ~~and uses~~ are permitted only in connection with, incidental to, and on the same lot/parcel with a detached single-family dwelling where the detached single family dwelling is the principal building, structure or and residential is the principal use use which, as is permitted in the particular zoning district; ~~except a~~an detached accessory building or structure may be permitted on a separate lot/parcel in conjunction with ~~activity of a permitted~~a farm or agriculturally related use, as defined, under same ownership in the AR Agricultural Residential District. ~~On parcels of two (2) acres or less, the accessory gross floor area cannot exceed one hundred fifty percent (150%) of the total square footage of the gross floor area in the principal residence.~~
- B. Permit Required.** Any accessory building of two hundred (200) square feet or more shall require a building permit from the Livingston County Building Department.
- C. ~~Structurally Attached to Main Buildings~~Attached Accessory Buildings.** Where the accessory building is attached to a ~~main principal~~ building, it shall be subject to and must conform to all regulations of this ordinance applicable to the main building. Attached accessory buildings are exempt from the aggregate area calculation as described in Section 6.06(F).
- D. Yard Locations.** Detached accessory buildings and structures shall be located in the rear yards outside of the minimum required yard area except:
1. Detached ~~P~~private residential garages may be allowed in the side



yard, adjacent to the principal residential structure, but not forward of the front building.

2. Detached parking garages or carports may be permitted in the non-required front yard of attached residential dwelling complexes provided that the Planning Commission approves the site plan, elevation drawings and construction material. In reviewing such structures, the Planning Commission shall consider the impact of headlights and views from nearby public streets and adjacent properties.

3. Where the lot dimensions make rear yard locations impossible, the Planning Commission may waive restrictions on front yard placement of detached accessory buildings and structures.

**E.** All impervious surface runoff (roof, drive and parking area(s)) shall be directed away from all adjacent lots/parcels. Method of diversion shall be subject to review and approval by the Zoning Administrator.

**F. Number of Accessory Structures.**

1. On AR Agricultural Residential and R Residential zoned lots/parcels of two (2) acres in area or less, ~~only are permitted a maximum of one attached garage or accessory building or structure and one onetwo (2) detached accessory buildings and/or structures, excluding ground-mounted solar energy collectors. and building detached garage or accessory buildings and structures shall be permitted.~~ shall be permitted

- 4.2. ~~On AR Agricultural Residential and R Residential zoned lots of greater than two and one-hundredth (2.01) acres, are permitted any number of detached accessory buildings and/or structures. On AR Agricultural Residential and R Residential zoned lots of greater than two (2) acres, the number of accessory buildings and structures shall be regulated by the maximum coverage requirements of Section 6.06(F) unless accessory buildings and structures are for active agricultural conduct and are eligible for an agricultural waiver under 6.06(F) below.~~

**F.G. Number of Agricultural Accessory Structures.** On AR Agricultural Residential zoned lots/parcels ~~of twenty (20) acres or greater~~ with active agricultural pursuits, the number of detached accessory buildings and structures shall be regulated by agricultural waiver. Such waiver may be obtained from the Conway Township Zoning Administrator. A waiver shall be obtained from said Administrator prior to building construction. All other applicable requirements of this ordinance shall apply to AR Agricultural Residential zoned lots/parcels. ~~of twenty (20) acres or~~

~~greater.~~

**~~G.H.~~ Height of Non-Farm Accessory Structures.** No detached accessory non-farm building or structure shall exceed the maximum heights permitted in the R Residential District (See Section 8.04), except for antennas as noted in Section 6.17.

**~~H.I.~~ Height of Farm Accessory Structures.** No detached accessory farm building or structure shall exceed the maximum heights permitted in AR Agricultural Residential District (See Section 7.04).

**~~I.~~ Maximum Coverage.** ~~On all R Residential zoned lots/parcels and AR Agricultural Residential zoned lots/parcels of greater than two (2) acres, the combined square footage of all principal buildings and structures, and all accessory buildings, and structures and uses, excluding swimming pools, may occupy a maximum of twenty percent (20%) of the total yard area.~~

**J. Required Setbacks for Detached, Accessory Residential Buildings and Structures (over 200 square feet total floor area).** Detached accessory residential buildings and structures over two hundred (200) square feet of floor area shall be at least ten (10) feet from the principal building to which they are accessory, at least twenty-five (25) feet from any public street right-of-way line, at least fifteen (15) feet from any side or rear lot line, at least twenty-five (25) feet from any shoreline or drain easement, at least twenty-five (25) feet from the edge of any wetland, and at least forty (40) feet from any principal building on an adjacent property. In no instance shall any accessory building or structure be located within a dedicated easement or road right-of-way.

**K. Required Setbacks for Detached Accessory Residential Buildings and Structures (less than 200 square feet total floor area).** Detached accessory residential buildings and structures less than two hundred (200) square feet of floor area shall be at least ten (10) feet from the principal building to which they are accessory, at least ten (10) feet from any public street, right-of-way line, at least then (10) feet from any side or rear lot line, at least twenty-five (25) feet from any shoreline or drain easement, and at least twenty-five (25) feet from the edge of any wetland. In no instance shall an accessory building or structure be located within a dedicated easement or road right-of-way.

**L. Required Setbacks for Detached Accessory Farm Buildings and Structures.** Regardless of size or use, an accessory farm building or structure shall be setback a minimum of one hundred (100) feet from the detached single-family dwelling and/or principal building to which they are accessory. Accessory farm buildings or structures shall also be set back at a distance equal to one hundred (100) feet from the center line of a secondary roadway and one hundred ten (110) feet from the center line

of a primary roadway. In addition, an accessory farm building or structure shall be setback at least fifty (50) feet from any shoreline or drain easement and at least twenty-five (25) feet from the edge of any wetland. In no instance shall an accessory building or structure be located within a dedicated easement or road right-of-way.

**M. Waterfront Lots.** Where a residential lot abuts a water body, docks and boat storage buildings and structures for the use of the individual residential property owners are permitted as an accessory use to a residential use. Such docks and boat storage buildings or structures may be located in the water but not nearer than twenty-five (25) feet from any side lot line.

**N. Accessory Structures Constructed Prior to or Without a Principal Building.** Notwithstanding any provision to the contrary in Section 6.06(A), an accessory building and/or structure may be constructed prior to or without a principal building or ~~detached single family~~ dwelling provided that a plot plan is submitted to the Zoning Administrator that demonstrates to the Zoning Administrator's satisfaction that such proposed accessory building or structure will not inhibit the future construction of a principal building in compliance with the requirements of this Zoning Ordinance. No commitment to build any future principal building shall be required. If an approval is obtained for an accessory building or structure to be constructed prior to or without a principal building ~~or detached single family dwelling~~, the location of the accessory building or structure must allow for a future principal building to be located in front of the accessory building or structure, unless otherwise permitted by this ordinance, and shall meet the required setbacks.

**O. Occupancy of Accessory Structures or Basements.** Buildings erected after the effective date of this ordinance such as garages or accessory buildings shall not be used or occupied for dwelling purposes at any time.

~~**O. (EXAMPLE)**~~

**P. Design Standards.** Accessory buildings in the R Residential district shall be harmonious with the height, character and scale of surrounding buildings and topography. Exterior surfaces shall also be similar to that of surrounding structures. Metal pole barns or structures with agricultural or industrial metal finishes may not be permitted if they are not compatible with the surface finish materials of surrounding structures.

## **Section 6.07 Supplemental Regulations Pertaining to Yards**

**A. Permitted Yard Encroachments.**

1. Paved terraces, patios and uncovered porches shall not be subject to yard requirements, provided the following minimum

conditions are met:

- a. The paved area is unroofed and without walls or other forms of solid continuous enclosure that links the paved area to the principal building.
  - b. The highest finished elevation of the paved area is not over three (3) feet above the average surroundings finished grade area. No portion of any paved area is closer than five (5) feet to any lot line or projects into any minimum required front yard area.
  - c. Such paved areas may have constructed wind breaks or walls not over six (6) feet high and not enclosing more than one-half (1/2) the perimeter of the paved area.
2. Unenclosed porches, roofed or unroofed, may project into a required side or rear yard area provided the porch is not higher than one (1) story and is erected on supporting piers. The porch shall not be closer than eight (8) feet to any side or rear lot line.
  3. Enclosed porches shall be considered an integral part of the building and shall be subject to all yard and area dimensional requirements established for principal buildings.

**PROPOSED ZONING ORDINANCE LANGUAGE  
FOR SPECIAL EVENT/WEDDING ~~STRUCTURE~~STRUCTURES  
AND VENUES**

**CONWAY TOWNSHIP, MI**

**New Section 13.10(W)**

May 3, 2021

**W. Special Event/Wedding Structures and Venues ~~in the AR District.~~**

**1.**

**2. Intent and Purpose.** This special land use is for the conversion of existing farm structures or construction of new structures of a farm, rustic or similar style, and the use of surrounding grounds for organized meeting and/or reception space as a gathering place for weddings, parties, and corporate events. ~~All Special Event/Wedding Structured, Venues~~

**3. Site Requirements and Performance Standards.** All special event/wedding structures, venues, and surrounding grounds shall be subject to the following requirements and standards:

- a. All approved special land uses for special ~~Event/Wedding Structures, Venues~~ event/wedding structures, venues, and surrounding grounds are subject to an annual review by the Zoning Administrator for compliance purposes as stated in Section 13.06 ~~(D.)~~.
- b. The minimum parcel size shall be twenty (20) acres.
- c. A five hundred (500) foot open buffer shall be provided on all sides of the property not abutting a public roadway. Special event/~~commercial business~~ activities are not permitted within this buffer area. Where possible, agricultural crops shall remain or be grown in the buffer area, or suitable landscaping shall be installed, to maintain the rural/agricultural character of the site.
- d. A landscape buffer meeting the requirements of Article 6 shall be installed along all property boundaries abutting a residentially zoned district or residential use. The Planning Commission may request additional landscaping to provide further screening/buffer from lights or noise.
- e. Parcels shall have unobstructed frontage and provide direct ingress and egress to a solid surface public road.
- f. All ingress/egress shall be designed in such a manner to minimize traffic hazards associated with entering and exiting the public roadway and meet the requirements and standards of Article 16.
- g. Access drives on private easements are not permitted.
- h. ~~The increase in traffic volume generated by any event shall not create a nuisance to nearby residents by way of traffic, noise or significant increases.~~
  - i-h. Event parking area design shall meet the requirements and standards of Article 15.
  - j-i. Parking is not permitted within the designated front yard, required buffer area, public or private right of way, or within any other setback areas required by this Ordinance.
  - k-j. Barrier-free parking spaces and pathway shall be a solid surface and meet ADA requirements.
  - l-k. Lighting shall be the minimum necessary to provide for site safety and comply with ordinance standards. Lighting shall be directed away from all adjacent properties.
  - m-l. Structures shall meet Fire Code standards and shall be inspected by the Fowlerville Area Fire

Department and Livingston County Building Department prior to issuance of a ~~certificate~~ Certificate of ~~occupancy~~ Occupancy.

~~r.m.~~ Amplified music and dancing are permitted only within the event structure as part of the special use permit. Township noise ordinance shall be observed and complied with.

~~o. Outside amplified music events are only permitted by special permit from the Zoning Administrator prior to each such event permit.~~

n. No portable restroom facilities shall be permitted. A permanent restroom facility plan must be approved by the Livingston County Health Department.

~~p.o.~~ The sale and consumption of alcohol beverages on the premises are subject to all applicable local and state licensing requirements.

~~q.p.~~ Tents are permitted only for outdoor wedding ceremonies.

~~r.g.~~ Applicants for a ~~conditional special~~ use permit under this ~~Subsection subsection~~ shall, in addition to any other special use and site plan application requirements, provide the following information at the time of application:

1. Ownership of the property.
2. A site plan for the entire parcel, including proposed ingress/egress ~~and~~, parking areas, and \_\_\_\_\_ capacity and otherwise consistent with Article 14.
3. Proposed hours/days of operation.
4. The size of the event facility and guest capacity, including a floor plan of the ~~barn~~ structure and other areas/structures to be utilized. Applicant must provide a copy of Certificate of Occupancy for any structures included in the event.
5. The anticipated number of events per year.
6. The maximum number of attendees per event, which shall not exceed the capacity of all utilized structures.
7. Number of full- and part-time employees.
8. Provision of restroom facilities.
9. Location of refuse receptacles and method of disposal.
10. Proposed signage.
11. Use of music at the facility, including types of sound amplification.
12. ~~Temporary~~ Identification of any temporary structures or tents to be used in association with events.
13. ~~Insurance~~ Evidence of insurance coverage.
14. Any other documentation required by the Zoning Administrator.

**PROPOSED AMENDMENT TO PERMIT SPECIAL  
EVENT/WEDDING STRUCTURES AND VENUES AS SPECIAL  
USES IN ALL ZONING DISTRICTS**

May 3, 2021

**ARTICLE 7. AN AGRICULTURAL RESIDENTIAL DISTRICT**

**Section 7.03 Special Uses**

- A. The following uses of land and structures may be permitted upon the issuance of a special use permit in accordance with the procedures and standards contained in Article 13, Special Land Uses:
1. One (1) additional single-family home or dwelling unit on parcels of twenty (20) acres or more, for use by persons or a family that are employed by the agricultural pursuits of the operating farm located on-site. The additional home must meet requirements of Michigan's Construction Code;
  2. Home Occupation Class II;
  3. Bed and breakfast home stay;
  4. Commercial and Hobby kennels;
  5. Veterinary hospital and clinics;
  6. Agriculture service establishments;
  7. Commercial composting operations and centers;
  8. Injection wells;
  9. Commercial recreation;
  10. Child care centers;
  11. Long term care facilities;
  12. Foster care group home;
  13. Adult foster care group home;
  14. Cemeteries;
  15. Wireless communication support structures and radio and television broadcast towers;
  16. Essential public services of public utilities, municipal departments, and utility boards or commissions;
  17. Open Space Community (See Article 12);
  18. Small and Medium Wind Energy Turbines (see Section 6.24);
  19. Medical Marijuana Caregiver Operation (see Section 6.25);
  20. Ground-Mounted Solar Energy Collector (See Section 6.26);

# PROPOSED AMENDMENT TO PERMIT SPECIAL EVENT/WEDDING STRUCTURES AND VENUES AS SPECIAL USES IN ALL ZONING DISTRICTS

May 3, 2021

21. Commercial Solar Energy System (See Section 6.26);

~~21-22.~~ Special Event/Wedding Structures and Venues. (See  
Section 13.10).

## ARTICLE 8. R RESIDENTIAL DISTRICT

### Section 8.03 Special Uses

A. The following uses of land and structures may be permitted upon the issuance of a special use permit in accordance with the procedures and standards contained in Article 13, Special Land Uses.

1. Multiple family dwellings;
2. Single family attached dwellings;
3. Senior housing complexes
4. Bed and breakfast homestay;
5. Home Occupation Class II;
6. Child care centers;
7. Long term care facilities;
8. Cemeteries;
9. Open Space Community (See Article 12);
10. Essential public services of public utilities, municipal departments, and utility boards of commissions;
11. Small Wind Energy Turbines (See Section 6.24);
12. Ground-Mounted Solar Energy Collector (See Section 6.26).

~~12-13.~~ Special Event/Wedding Structures and Venues. (See  
Section 13.10).

## ARTICLE 9. MHP MANUFACTURED HOUSING PARK DISTRICT

### Section 9.XX Special Uses

1. Special Event/Wedding Structures and Venues. (See Section 13.10).

## ARTICLE 10. C COMMERCIAL DISTRICT

### Section 10.03 Special Uses



# PROPOSED AMENDMENT TO PERMIT SPECIAL EVENT/WEDDING STRUCTURES AND VENUES AS SPECIAL USES IN ALL ZONING DISTRICTS

May 3, 2021

- A. The following uses of land and structures may be permitted upon the issuance of a special use permit in accordance with the procedures and standards contained in Article 13 Special Land Uses:
1. Business services such as mailing, copying and data processing;
  2. Construction and farm equipment sales and service establishments;
  3. Self-storage facility;
  4. Contractor's yard;
  5. Service stations;
  6. Essential public services of public utilities, municipal departments and utility boards or commissions;
  7. Adult regulated uses (See Section 13.05(V));
  8. Small, Medium, and Large Wind Energy Turbines (See Section 6.24);
  9. Ground-Mounted Solar Energy Collector (See Section 6.26);
  10. Commercial Solar Energy System (See Section 6.26);
  - ~~40;11. Special Event/Wedding Structures and Venues. (See Section 13.10).:-~~

## ARTICLE 11. I INDUSTRIAL DISTRICT

### Section 11.03 Special Approval

- A. The following uses may be permitted subject to the conditions hereinafter imposed and subject further to the approval of the Planning Commission pursuant to the standards of Article 13 Special Land Uses.
1. Public Utility Uses. Electric transformer station and substation; electric transmission towers; municipal buildings and uses; gas regulator and municipal utility pumping stations.
  2. Retail and Service. The following retail and service establishments may be permitted provided that such establishments are clearly ancillary to the permitted industrial uses and are in keeping with the intent of this district:

# PROPOSED AMENDMENT TO PERMIT SPECIAL EVENT/WEDDING STRUCTURES AND VENUES AS SPECIAL USES IN ALL ZONING DISTRICTS

May 3, 2021

- a. Eating and drinking establishments, when food or beverage is consumed, within a completely enclosed building. Establishments with a character or drive-in or open front store are prohibited.
- b. Barber and beauty shops.
- c. Truck, tractor, construction equipment, agricultural implement and trailer sales, rental and repair.
- d. Motels.
- e. Service stations and self-service stations.
3. Dog Kennels, Rabbitries and the Raising of Fur-bearing Animals.
4. Drive-in Theaters. Drive in theatres may be permitted provided that any such site is adjacent to a major thoroughfare, that there shall be no vehicular access to any residential street; that suitable screening is provided to ensure that there shall be no high light tower or other illumination directed upon any residentially zoned or developed property;  
and so that the picture is not visible from a major thoroughfare; and that any such drive-in theaters shall be located no closer than five hundred (500) feet to any residentially zoned or developed property.
5. Junkyards.
6. Adult regulated uses (See Section 13.05(V));
7. Small, Medium, and Large Wind Energy Turbines (SeeSection 6.24).
8. Ground-Mounted Solar Energy Collector (See Section 6.26).
9. Commercial Solar Energy System (See Section 6.26);
- 9-10. Special Event/Wedding Structures and Venues. (See Section 13.10).:-

## ARTICLE 12. OPEN SPACE COMMUNITY

### Section 12.XX Special Uses

1. Special Event/Wedding Structures and Venues. (See Section 13.10).

**PROPOSED AMENDMENT TO PERMIT SPECIAL  
EVENT/WEDDING STRUCTURES AND VENUES AS SPECIAL  
USES IN ALL ZONING DISTRICTS**

May 3, 2021

## Section 10.05 Additional Dimensional Requirements

### A. Minimum Lot Size.

1. Lots and parcels consisting of ten acres or more shall not exceed a 1 to 4 (1:4) width-to-depth ratio.
2. The minimum lot areas specified in Section 10.04 Schedule of Area Height, and Bulk Requirements, are for all uses in the C Commercial District unless specified in Article 6 General and Supplementary Regulations or Article 13 Special Land Uses.

### B. Height. No commercial uses in the C Commercial District shall be permitted or specially permitted at a height that compromises the “clear zone” (as defined by the FAA) of any public and private airport, heliport or related use.

### C. Accessory Buildings. Accessory buildings, structures and uses are prohibited in the minimum required yard area. Where the accessory structure is attached to a main building, it shall be subject to and must conform with all yard requirements of this ordinance

## Section 6.25 Medical Marijuana Uses

**A. Findings.** These requirements for Medical Marijuana Uses are based on the following findings of fact:

1. Voter Approved. Voters in the State of Michigan approved Initiated Law 1 of 2008 authorizing the use of marijuana for certain medical conditions, resulting in the passage of the Michigan Medical Marijuana Act, MCL 333.26421 et seq., as amended (“the Act”).
2. Intent. The intent of the Initiated Law was to enable certain persons specified in the Act who comply with the registration provisions of the Act to legally obtain, possess, cultivate/grow, use, and distribute marijuana, and to assist specific registered individuals identified in the Act without fear of State law criminal prosecution under limited, specific circumstances set forth in the Act
3. Controlled Substance. Despite the specifics of the Act and the permitted activities set forth therein, marijuana remains a controlled substance under Michigan and Federal law. Obtaining, possession, cultivation/growth, use, and distribution of controlled substances has a potential for abuse that should be closely monitored and regulated, to the extent permissible under the Act, by local authorities. Given the effect of the Act on municipalities, it is in the best interest of municipalities to use their zoning authority to adopt reasonable regulations to mitigate and/or prevent harmful secondary effects that could negatively affect health, safety, welfare, and quality of life of their residents.

**B. Purpose.** It is the purpose of this Section to impose specific requirements for those individuals registering with the State of Michigan as a “qualifying patient” or a “primary caregiver” as those terms are defined in the Act, and to regulate the conduct of activity pursuant thereto in the Township so as to protect the health, safety and welfare of the general public. Conway Township is not legalizing or permitting the use of controlled substances within its borders, whether that substance is medical marijuana or any other identified as a controlled substance. Rather, Conway Township is establishing locations and regulations for uses set forth in the Act to comply with the Act. If after adoption, any portion of the Act is repealed, or any portion of the Act is deemed unconstitutional by the Michigan Supreme Court or a lower Michigan court decision chosen not to be heard by the Michigan Supreme Court, any activities or uses within this Ordinance applicable to the repealed or unconstitutional portion of the Act are immediately repealed as well.

It is further intended that nothing in this Section be construed to allow persons to engage in conduct that endangers others or causes a public nuisance, or to allow use, possession or control of marijuana for nonmedical purposes or allow activity relating to cultivation/growing, distribution or consumption of marijuana that is otherwise illegal under State law.

C. **Definitions.** For purposes of this Ordinance, the words and phrases contained herein shall have the meanings set forth in the Act and the regulations adopted by the State of Michigan, Department of Community Health, pursuant to authority conferred by Section 5 of the Act, inclusive of all amendments to the Act. For the purposes of this Ordinance, the terms “marijuana” and “marihuana” as used here, in the Act, and elsewhere, shall be synonymous.

1. Drug Paraphernalia means all equipment, products, and materials of any kind which are used, intended for use, or designed for use in planting, propagating, cultivating, growing, harvesting, manufacturing, compounding, converting, producing, processing, preparing, testing, analyzing, packaging, prepackaging, storing, containing, concealing, injecting, ingesting, inhaling, or otherwise introducing into the human body a controlled substance as defined in Section 7104 of the Michigan Public Health Code (Act 368 of the MI Public Acts of 1978, as amended) in violation of the laws of the State of Michigan.
2. Medical Marijuana Caregiver Operation or Caregiver Operation means any registered primary caregiver who cultivates produces, sells, distributes, possesses, transports, or makes available marijuana in any form to a qualifying patient for medical use in accordance with the Act. The term “caregiver operation” shall not include the private possession, production, or medical use of marijuana by a registered qualifying patient in compliance with the restrictions of this ordinance.
3. Medical Marijuana Collective, Cooperative, or Dispensary means any facility, structure, dwelling, or other location where medical marijuana is grown, cultivated, processed, stored, transmitted, dispensed, consumed, used, given, delivered, provided, made available to and/or distributed by two or more of the following: a registered primary caregiver, or registered qualifying patient. The term “collective” or “cooperative” or “dispensary” shall not apply to a registered primary caregiver that provides necessary care and marijuana for medical use exclusively to his/her five or fewer designated qualifying patients in strict accordance with the Act and the Administrative Rules of the Michigan Department of Community Health. A marijuana collective, cooperative, or dispensary shall not include the following uses that are in compliance with this Ordinance and all laws and rules of the State of Michigan, and intended for on- site patient use only: a State-licensed health care facility, a state-licensed residential care facility for the elderly or infirm, or a residential hospice care facility.
4. Medical Use of Marijuana, also known as Marihuana, also known as Cannabis has the meaning given to it in Section 7601 of the Michigan Public Health Code, as it is referred to in Section 3(d) of the Act. Any other term pertaining to marijuana used in this Section shall have the meaning given to it in the Act and/or in the General Rules of the Michigan Department

of Community Health issued in connection with the Act.

5. Primary Caregiver or Registered Primary Caregiver is defined as set forth in the Act.
6. Qualifying Patient or Registered Qualifying Patient is defined as set forth in the Act.

**D. Compliance Required.** “Qualifying patients” or “primary caregivers” as those terms are defined in the Act, shall comply with the requirements of Section 6.25(F) for qualifying patients, and the requirements of Section 6.25(G) for primary caregivers. The medical use of marijuana shall comply at all times and in all circumstances with the Act and the General Rules of the Michigan Department of Community Health. Caregiver operations shall be available for inspection, during business hours, by the Zoning Administrator, to confirm the operation is operating in accordance with State laws and Township ordinances.

**E. Marijuana Collectives, Cooperatives and Dispensaries Prohibited.** It shall be unlawful to establish or operate a for-profit or nonprofit Medical Marijuana Collective, Cooperative, or Dispensary in Conway Township.

**It is the express intent of Conway Township not to allow the operation of any kind of marijuana facility pursuant to 2016 PA 281, MCL 333.27205(1), 2016 PA 282, and 2016 PA 283, within the boundaries of the Township.**

**F. Requirements for Qualifying Patients.** Any person who has been issued and possesses a valid registry identification card as a qualifying patient as set forth in the Act shall comply with the following requirements:

1. Consumption. Consumption of marijuana by a qualifying patient may not occur in any public place.
2. Growing for Personal Use. Growing of marijuana by a qualifying patient for his or her own personal use, as set forth in the Act, is permitted in any location within the Township, subject to the following requirements:
  - a. Patient Control. The site must be under the control, through written lease, contract, or deed, in favor of the qualifying patient.
  - b. Enclosed, Locked Facility. Such growing, indoors and outdoors, shall only be allowed as set forth by the Act and subject further to the requirements of Sections 6.25(G)(2).
  - c. Lighting. Artificial lighting is permitted for the purposes of growing marijuana as set forth in Section 6.25(G)(3).

**Deleted:** at a medical marijuana caregiver operation, at any place of business, or

**Deleted:** , or at a primary caregiver's dwelling unit, except that a qualifying patient who resides in the same dwelling unit as his/her caregiver may consume at that dwelling unit

**G. Requirements for Caregiver Operations.** Any person who has been issued and possesses a valid registry identification card as a primary caregiver as set forth in

the Act is a “medical marijuana caregiver operation” for the purposes of this Ordinance, and shall comply with the requirements identified below.

1. Where Permitted. A primary caregiver shall conduct his or her growing operation and/or provide services to a qualifying patient only in the AR District as a special land use. The site must be under the control, through written lease, contract, or deed, in favor of the primary caregiver or registered qualifying patient associated with that facility.
2. Growing. Growing of marijuana shall only be allowed as set forth in the Act, including the requirement that plants must be located within an enclosed, locked facility. An enclosed locked facility means:

**H.**

a. For marijuana grown indoors, a closet, room or other comparable, stationary, and fully enclosed area equipped with secured locks or other functioning security devices that permit access only by the registered primary caregiver or registered qualifying patient associated with that facility.

b. For marijuana grown outdoors:

- i. An area that is not visible to the unaided eye from an adjacent property when viewed by an individual standing at ground level or from a permanent structure; and
- ii. Are grown in a stationary structure that is enclosed on all sides, except for the base, by six foot high chain link fencing, wooden slats, or similar fencing/wall material that prevents access by the general public and that is anchored, attached or affixed to the ground; and
- iii. Located on land that is owned, leased, or rented by either a registered primary caregiver or the registered qualifying patient for whom the marijuana plants are grown; and
- iv. Equipped with functioning locks and other security devices that restrict access to only the associated qualifying patient or caregiver.

The required fencing or wall shall be of new, high quality material, shall meet all County and Township Code requirements, and is subject to Township inspection at any time to insure that it remains in proper and functioning condition.

2. Lighting. Lighting used for the purposes of growing marijuana is



permitted subject to the following:

- a. For marijuana grown outdoors: Lighting shall not be illuminated from 7:00 pm to 7:00 am the following day. All lights shall be shielded and downcast or otherwise positioned in a manner that will not shine light or allow light glare to exceed the boundaries of the parcel upon which they are placed.
  - b. For marijuana grown indoors: Lighting shall not be visible outside the building from 7:00 pm to 7:00 am the following day. All lights shall be shielded and downcast or otherwise positioned in a manner that will not shine light or allow light glare to exceed the boundaries of the parcel upon which they are placed. Lighting cast by exterior light fixtures other than for the purposes of growing marijuana shall comply with the provisions of Section 6.16(j).
3. One Caregiver per Approved Caregiver Operation. The structure and location from which a primary caregiver grows, cultivates, or otherwise provides services to his or her qualifying patients shall not be used by more than one primary caregiver for that primary caregiver's services as allowed under the Act.
  4. Delivery Method. Transfers of medical marijuana from the primary caregiver to his or her qualifying patient(s) shall be accomplished only by a person 21 years of age or older.
  5. Location. Caregiver operations shall comply with the following location requirements:
    - a. Separation Measurement. The distances set forth below shall be measured by projecting a straight line without regard for intervening buildings or structures between the nearest points of the property lines of the protected use and the caregiver operation, or between the nearest point of the zoning district boundary from which the caregiver operation is to be separated to the nearest point of the property line of the caregiver operation.
    - b. Separation from Schools. The location shall not be located within 1,000 feet of any public or private school having a curriculum including kindergarten or any grades between 1 and 12, or any state-licensed child care or day care facility, to insure community compliance with Federal "Drug-Free School Zone" requirements.
    - c. Separations. The location from which a primary caregiver grows for service to a qualifying patient shall not be within 1000 feet of any of the following:
      - i. Caregiver to caregiver;
      - ii. A church, place of worship, or other religious facility;
      - iii. A public library, public park, or public playground;

**Deleted:** Required

**Deleted:** the delivery of medical marijuana by the primary caregiver to the home of the qualifying patient. No onsite transfer to a qualifying patient is permitted.

Additional separation requirements may be recommended by the Planning Commission and approved by the Township Board.

6. Operation in Conjunction with Other Uses. To facilitate monitoring, and to comply with the limited access requirements of the Act, a caregiver operation must be located in a single use building with an outside entrance separate from any other use, except for a permitted single family residential dwelling or permitted single family accessory structure. No other commodity, product or service shall be available on the same lot.
  7. Sales of Paraphernalia Prohibited. No sales of drug paraphernalia as defined herein are permitted, except to the qualifying patients of that caregiver.
  8. Consumption. Consumption of marijuana by a qualifying patient may not occur at a caregiver operation, at any place of business, in any public place, or at a primary caregiver's dwelling unit. In the case where a registered caregiver is also a registered qualifying patient, consumption exclusively by the caregiver/patient at the caregiver/patient's dwelling unit is permitted. Also a qualifying patient who resides in the same dwelling unit as his/her caregiver may consume at the same dwelling unit.
  9. Special Land Use and Site plan Approval Required. Special land use and site plan approval shall be required for any Medical Marijuana Caregiver Operation prior to its establishment in Conway Township. The requirements and procedures of Article 13 Special Land Uses and Article 14 Site Plan Review of this Ordinance shall apply.
  10. Special Land Use Permit Fee and Annual Renewal Required. To ensure compliance with the Act and the requirements set forth herein, all Medical Marijuana Caregiver Operation special land use permits shall require payment of an annual fee as set forth by the Township Board, and shall expire one (1) year after issuance. Renewal of the special land use permit shall be granted upon successful completion of a Township inspection of the caregiver operation site, confirming the Primary Caregiver remains legally registered with the State of Michigan, the caregiver operation complies with the requirements set forth in the Act, and the caregiver operation complies with Section 6.25.
- I. Security.** Qualifying patients and primary caregivers shall provide secure locations, consistent with the Act, for cultivation and storage of medical marijuana. Primary caregivers shall submit a security plan and a floor plan identifying the number of plants, storage locations for chemical and growing materials, and other critical aspects of the layout, and how they intend to secure the facility, with the special land use application. Security measures for primary caregiver operations shall include, but are not limited to, security cameras installed to monitor all areas of the premises where persons may gain or attempt to gain access to marijuana or cash. Security cameras shall have at least 120 concurrent hours of digitally recorded documentation. In addition a monitored alarm system shall be provided. The recorded data shall be made available

to law enforcement personnel and the Conway Township Zoning Administrator or other Township designee upon request to allow confirmation of compliance with these regulations. The Township may require additional security measures such as fencing, security lighting, and other measures as conditions of the special land use approval. The security plan shall be considered a confidential document by the Township and exempt from disclosure under the Freedom of Information Act.

- J. Building Approvals.** Any building or structure used for cultivation of marijuana shall obtain all necessary building, plumbing, electrical, and any other necessary permits and approvals to ensure the facility meets current code standards. In addition, the facility shall be subject to inspection to ensure compliance with applicable fire code and the security requirements of the Act.
- K. Taxes Paid.** No special land use shall be approved by the Township unless the property taxes are paid and up-to-date at the time of approval.
- L. Signage.** A primary caregiver operation shall not bear any sign or emblem that would indicate the presence of the MMMA related activity.
- M. MMMA Amendments.** The regulations herein pertaining to Medical Marijuana use shall at all times refer to and comply with Initiated Law 1 of 2008, inclusive of any and all amendments to the Act, and any and all related regulations and their amendments. If any section of these regulations is found to be inconsistent with or in violation of the Act, only that section shall cease to have effect; all other sections shall remain in full force and effect.

## Section 7.05 Additional Dimensional Requirements

### A. Minimum Lot Size.

1. Lots and parcels consisting of ten acres or more shall not exceed a 1 to 4 (1:4) width-to-depth ratio.
2. The minimum lot areas specified in Section 7.04 Schedule of Area, Height and Bulk Requirements, are for all uses in the AR Agricultural Residential District unless otherwise specified in Article 6 General and Supplementary Regulations or Article 13 Special Land Uses.

### B. Rights of Way. Power lines, pipelines and structures within existing public rights of way (not including buildings) of public utility companies shall be exempt from the area, placement and height regulations of this district.

### C. Accessory Buildings. Accessory buildings, structures and uses (with the exception of an automobile garage) are prohibited in the minimum required yard area. Where the accessory structure is attached to a main building, it shall be subject to and must conform to all regulations of this ordinance applicable to the main building. (See Section 6.06 for Supplemental Regulations Pertaining to Accessory Buildings and Structures.)

## Section 8.05 Additional Dimensional Requirements

### A. Minimum Lot Size

1. Lots and parcels consisting of ten acres or more shall not exceed a 1 to 4 (1:4) width-to-depth ratio.
2. The minimum lot areas specified in Section 8.04 Schedule of Area, Height and Bulk Requirements are for all uses in the R Residential District unless otherwise specified in Article 6 General and Supplementary Regulations or Article 13 Special Land Uses.

### B. Rights of Way. Power lines, pipelines and structures within existing public rights of way (not including buildings) of public utility companies shall be exempt from the area, placement and height regulations of this district

### C. Accessory Buildings. Accessory buildings, structures and uses (with the exception of an automobile garage) are prohibited in the minimum required yard area. Where the accessory structure is attached to a main building, it shall be subject to and must conform to all regulations of this ordinance applicable to the main building (See Section 6.06 for Supplemental Regulations Pertaining to Accessory Buildings and Structures).

**EXAMPLE LANGUAGE  
FOR ACCESSORY DWELLING UNITS (ADUs)  
CONWAY TOWNSHIP, MI**

November 16, 2020

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**Article 6. GENERAL AND SUPPLEMENTARY REGULATIONS**

**Section 6.27 – Accessory Dwelling Units.**

It is the intent of this section to allow for ADUs within or upon single family properties to allow homeowners to have a supplemental source of income with a long-term tenant as well as other nontangible benefits to older residents such as companionship or a live-in caretaker. It is recognized that ADUs provide an opportunity for affordable housing for young and old households as well as a way for family members to reside nearby with independence. It is further recognized that appropriate limitations are necessary so that ADUs are a compatible and harmonious use in the neighborhoods of the Township. Where contradictions with Article 2, definition of dwelling, exist, the provisions hereunder shall apply, however the Township Building Code shall remain applicable.

1. The following provisions shall apply to all ADUs.
  - A. An ADU may only be established on a lot with a single-family dwelling on it.
  - B. Only one (1) ADU allowed per lot.
  - C. No more than two individuals may reside in an ADU.
  - D. No more than one bedroom may be provided in the ADU.
  - E. Maximum square footage of the ADU may not exceed 20% of the above grade gross floor area of the principal dwelling unit or 350 square feet, whichever is greater.
  - F. The principal dwelling or the ADU must be declared the main residence of the owner of the lot. A deed restriction stating that the lot is so restricted shall be provided to the Township by the property owner in a format suitable for recording with the Livingston County Register of Deeds.
  - G. The ADU and modifications to an existing residence for an ADU shall be of similar or better workmanship as the principal dwelling unit, shall not detract from the single-family character and appearance of the principal residence and shall be aesthetically compatible in appearance with other residences in the area.
  - H. For attached ADUs: the principal residence shall have no external evidence of the ADU other than a separate entrance/exit. If provided on the exterior, the entrance/exit to the ADU shall be located on the side or rear of the building when not shared with the principal residence.
  - I. For new home construction incorporating an ADU, the single-family character and appearance of the principal residence and shall be aesthetically compatible in appearance with other residences in the area
  - J. Mobile homes, shipping containers and trailers on wheels shall not be considered an ADU for purposes of this section.
  - K. An ADU shall be connected to a water supply and sanitary facilities.
  - L. When the ADU will be served by a well and/or septic system, written verification of an existing system's adequacy to serve the ADU and/or a permit from the

**EXAMPLE LANGUAGE  
FOR ACCESSORY DWELLING UNITS (ADUs)  
CONWAY TOWNSHIP, MI**

November 16, 2020

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Livingston County Health Department for new or replacement well and/or septic system shall be provided to the Township.

- M. The principal residence and the ADU shall share the same vehicular access to the lot.
  - N. If garage floor area is converted for an ADU, replacement off-street parking shall be provided for the principal residence.
  - O. In addition to the required off-street parking for the principal residence, one additional off-street parking space shall be provided for the ADU.
2. **Detached ADUs** – Unless waived by the Planning Commission, pursuant to the factors listed below, the following additional provisions shall apply to detached ADUs that are neither structurally attached to the principal dwelling, within the principal residence nor in the principal accessory building (garage) serving the residence, along with those conditions reasonably imposed by the Planning Commission during the special use process:
- A. Minimum lot area of 1.5 acres.
  - B. The ADU must be located in the rear yard.
  - C. The ADU must be located closer to the principal dwelling on the lot than the ADU is located to the principal dwelling on an adjacent property.
  - D. Single-family residential character appearance shall be aesthetically compatible in appearance with other primary structures and other residences in the area.
  - E. The height of the ADU may not exceed 18 feet.
  - F. The bulk standards and requirements of the zoning district in which the ADU will be sited shall be satisfied.
  - G. The ADU shall be properly maintained at all times pursuant to the International Property Maintenance Code and shall at no time fall into disrepair such that it detracts from the appearance of the property or the nearby properties.
  - H. When not occupied for a continuous period of twelve (12) months or more, the ADU shall be removed from the property.

The Planning Commission shall consider the following factors when a waiver of any of the provisions of Section 2, above, is requested:

- A. The topography and/or wooded nature of the subject property and how it reduces the visibility of or screens from view the ADU.
- B. A unique design is proposed preventing or reducing the ability to comply with items 2D and/or 2E, above.
- C. Principal and accessory buildings on the subject property or nearby properties would support a waiver.

## Cemetery Meeting April 17<sup>th</sup> 2021

In attendance were:

Debbie Grubb

Gary Klein

Jeff Klein

Liz Whitt

Gabi Bresett

Lauren Adams

Ed Adams

Nanci Forster

Meeting started at 9ish and discussed removing the lot markers that where in the wrong place, and putting the correct ones in. Then continued putting all the lot markers in that we had. We still need to get more lot markers for Antrim Cemetery in the new section. Work ended at 11:10. Next meeting will be May 15<sup>th</sup> at Klein Cemetery.

Secretary,

Debbie Grubb



Name	Location	Permit#	ID #	Details
Rothwell	7737 Hidden Creek	012-021	02-101-049	deck
Montgomery	4191 Herrington	013-021	30-300-026	pole barn
Cosgro	9066 Eva lane	014-021	21-201-004	deck

# Conway Township Reconciliation Detail

001.001 · Chase - General Fund, Period Ending 04/30/2021

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						419,940.55
<b>Cleared Transactions</b>						
<b>Checks and Payments - 22 items</b>						
Bill Pmt -Check	03/30/2021	11412	John's Home Inspec...	X	-520.00	-520.00
Bill Pmt -Check	03/30/2021	11413	Post Master	X	-210.00	-730.00
Bill Pmt -Check	04/06/2021	11421	JP Morgan Chase	X	-1,706.07	-2,436.07
Bill Pmt -Check	04/06/2021	11423	NetSmart Plus	X	-1,554.48	-3,990.55
Bill Pmt -Check	04/06/2021	11419	Fowlerville Senior C...	X	-1,000.00	-4,990.55
Bill Pmt -Check	04/06/2021	11424	R.I. Thomas Propert...	X	-560.00	-5,550.55
Bill Pmt -Check	04/06/2021	11415	Accident Fund	X	-478.00	-6,028.55
Bill Pmt -Check	04/06/2021	11420	H & H Publication	X	-140.00	-6,168.55
Bill Pmt -Check	04/06/2021	11417	Applied Imaging	X	-127.44	-6,295.99
Bill Pmt -Check	04/06/2021	11425	Surf Air Wireless	X	-54.95	-6,350.94
Bill Pmt -Check	04/06/2021	11416	Alchin's Disposal, Inc.	X	-45.00	-6,395.94
Bill Pmt -Check	04/06/2021	11418	ElectionSource	X	-45.00	-6,440.94
Bill Pmt -Check	04/06/2021	11422	Nanci Forster	X	-40.32	-6,481.26
Bill Pmt -Check	04/14/2021	11426	Great Lakes Outdoo...	X	-75.00	-6,556.26
General Journal	04/16/2021	Audit 27		X	-10,629.77	-17,186.03
General Journal	04/16/2021	Audit 27		X	-3,063.45	-20,249.48
General Journal	04/16/2021	Audit 27		X	-134.20	-20,383.68
Bill Pmt -Check	04/27/2021	11427	BS & A Software	X	-782.00	-21,165.68
Bill Pmt -Check	04/27/2021	11432	Livingston County Tr...	X	-107.91	-21,273.59
Bill Pmt -Check	04/27/2021	11429	Debbie Grubb	X	-29.57	-21,303.16
Bill Pmt -Check	04/28/2021	11439	Keith J. Daniels	X	-300.00	-21,603.16
Bill Pmt -Check	04/28/2021	11437	Everlast Doors & More	X	-40.00	-21,643.16
Total Checks and Payments					-21,643.16	-21,643.16
<b>Deposits and Credits - 9 items</b>						
Bill Pmt -Check	12/14/2020	11321	Michigan Associatio...	X	0.00	0.00
Deposit	04/07/2021			X	19.75	19.75
Deposit	04/13/2021			X	100.00	119.75
Deposit	04/14/2021			X	100.00	219.75
Deposit	04/20/2021			X	5.00	224.75
Deposit	04/21/2021			X	14,040.54	14,265.29
Deposit	04/26/2021			X	1.00	14,266.29
Deposit	04/27/2021			X	3,812.57	18,078.86
Deposit	04/28/2021			X	100.00	18,178.86
Total Deposits and Credits					18,178.86	18,178.86
Total Cleared Transactions					-3,464.30	-3,464.30
Cleared Balance					-3,464.30	416,476.25
<b>Uncleared Transactions</b>						
<b>Checks and Payments - 12 items</b>						
Bill Pmt -Check	03/17/2021	11408	Michigan Assoc. of ...		-169.00	-169.00
Bill Pmt -Check	04/09/2021	EFT	DTE Energy		-320.37	-489.37
Bill Pmt -Check	04/27/2021	11428	Cooper & Riesterer, ...		-1,350.00	-1,839.37
Bill Pmt -Check	04/27/2021	11433	R.I. Thomas Propert...		-560.00	-2,399.37
Bill Pmt -Check	04/27/2021	11434	Spectrum Printers, I...		-228.29	-2,627.66
Bill Pmt -Check	04/27/2021	11435	Printing Systems Inc.		-153.98	-2,781.64
Bill Pmt -Check	04/27/2021	11430	Great Lakes Outdoo...		-150.00	-2,931.64
Bill Pmt -Check	04/27/2021	11431	Knock 'Em Out Pest...		-145.00	-3,076.64
Bill Pmt -Check	04/28/2021	11438	George R. Fyrclak		-300.00	-3,376.64
Bill Pmt -Check	04/28/2021	11440	Richard C. Ralston		-300.00	-3,676.64
Bill Pmt -Check	04/28/2021	11441	Roger Frost		-75.00	-3,751.64
Bill Pmt -Check	04/28/2021	11436	Elizabeth Whitt		-35.28	-3,786.92
Total Checks and Payments					-3,786.92	-3,786.92
Total Uncleared Transactions					-3,786.92	-3,786.92
Register Balance as of 04/30/2021					-7,251.22	412,689.33

12:51 PM

05/05/21

## Conway Township Reconciliation Detail

001.001 · Chase - General Fund, Period Ending 04/30/2021

Type	Date	Num	Name	Clr	Amount	Balance
<b>New Transactions</b>						
<b>Deposits and Credits - 2 items</b>						
Deposit	05/04/2021				13.50	13.50
Deposit	05/04/2021				53,351.00	53,364.50
Total Deposits and Credits					53,364.50	53,364.50
Total New Transactions					53,364.50	53,364.50
<b>Ending Balance</b>					<b>46,113.28</b>	<b>466,053.83</b>

1:19 PM

05/05/21

## Conway Township - Cemetery Fund #150

## Reconciliation Detail

002.000 · Chase savings #251001463254, Period Ending 04/30/2021

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						79,308.46
<b>Cleared Transactions</b>						
<b>Checks and Payments - 4 items</b>						
Bill Pmt -Check	03/31/2021	EFT	Site Industries LLC	X	-3,975.00	-3,975.00
Bill Pmt -Check	04/06/2021	165	Site Industries LLC	X	-3,975.00	-7,950.00
Bill Pmt -Check	04/07/2021		Great Lakes Outdoo...	X	-400.00	-8,350.00
Bill Pmt -Check	04/14/2021	167	Great Lakes Outdoo...	X	-1,325.00	-9,675.00
Total Checks and Payments					-9,675.00	-9,675.00
<b>Deposits and Credits - 3 items</b>						
Bill Pmt -Check	12/18/2020	EFT	Site Industries LLC	X	0.00	0.00
Deposit	04/13/2021			X	250.00	250.00
Deposit	04/26/2021			X	1.00	251.00
Total Deposits and Credits					251.00	251.00
Total Cleared Transactions					-9,424.00	-9,424.00
Cleared Balance					-9,424.00	69,884.46
<b>Uncleared Transactions</b>						
<b>Checks and Payments - 1 item</b>						
Bill Pmt -Check	04/27/2021	168	Great Lakes Outdoo...		-1,125.00	-1,125.00
Total Checks and Payments					-1,125.00	-1,125.00
Total Uncleared Transactions					-1,125.00	-1,125.00
Register Balance as of 04/30/2021					-10,549.00	68,759.46
<b>Ending Balance</b>					<b>-10,549.00</b>	<b>68,759.46</b>

1:00 PM

05/05/21

## Conway Township Reconciliation Detail

002.000 · Chase - Building Fund, Period Ending 04/30/2021

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						100,335.74
Cleared Transactions						
Deposits and Credits - 1 item						
Deposit	04/30/2021			X	4.09	4.09
Total Deposits and Credits					4.09	4.09
Total Cleared Transactions					4.09	4.09
Cleared Balance					4.09	100,339.83
Register Balance as of 04/30/2021					4.09	100,339.83
Ending Balance					4.09	100,339.83

1:27 PM

05/05/21

## Conway Township - Road Fund #201

### Reconciliation Detail

004.000 · Chase Road Checking 7659, Period Ending 04/30/2021

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						340.81
Cleared Balance						340.81
Register Balance as of 04/30/2021						340.81
Ending Balance						340.81

1:31 PM

05/05/21

## Conway Township - Road Fund #201

## Reconciliation Detail

001.000 · Cash - Chase #1602152769, Period Ending 04/30/2021

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						290,645.98
Cleared Transactions						
Deposits and Credits - 1 item						
Deposit	04/30/2021			X	11.86	11.86
Total Deposits and Credits					11.86	11.86
Total Cleared Transactions					11.86	11.86
Cleared Balance					11.86	290,657.84
Register Balance as of 04/30/2021					11.86	290,657.84
Ending Balance					11.86	290,657.84

11:09 AM

05/05/21

**Conway Township  
Reconciliation Detail****005.000 · First National - Buidling CD, Period Ending 04/30/2021**

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						28,919.27
<b>Cleared Transactions</b>						
<b>Deposits and Credits - 1 item</b>						
Deposit	11/07/2020			X	53.48	53.48
Total Deposits and Credits					53.48	53.48
Total Cleared Transactions					53.48	53.48
Cleared Balance					53.48	28,972.75
Register Balance as of 04/30/2021					53.48	28,972.75
<b>Ending Balance</b>					<b>53.48</b>	<b>28,972.75</b>



10:52 AM

05/05/21

## Conway Township Reconciliation Detail

012.000 · First National - Contingent, Period Ending 04/30/2021

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						145,653.00
Cleared Balance						145,653.00
Register Balance as of 04/30/2021						145,653.00
Ending Balance						145,653.00

10:07 AM

05/05/21

**Daisey Lane Assessment Fund #350**  
**Reconciliation Summary**  
**100 · Cash-Checking, Period Ending 04/30/2021**

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	<u>Apr 30, 21</u>
Beginning Balance	17,853.11
Cleared Transactions	
Checks and Payments - 2 items	<u>-17,853.11</u>
Total Cleared Transactions	<u>-17,853.11</u>
Cleared Balance	<u><u>0.00</u></u>
Register Balance as of 04/30/2021	0.00
Ending Balance	0.00

1:36 PM

05/05/21

**Conway Township  
Reconciliation Detail****000-002 · Conway Township Dog License, Period Ending 04/30/2021**

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						216.50
<b>Cleared Transactions</b>						
<b>Deposits and Credits - 3 items</b>						
Deposit	04/13/2021			X	10.00	10.00
Deposit	04/21/2021			X	10.00	20.00
Deposit	04/26/2021			X	1.00	21.00
Total Deposits and Credits					21.00	21.00
Total Cleared Transactions					21.00	21.00
Cleared Balance					21.00	237.50
Register Balance as of 04/30/2021					21.00	237.50
<b>Ending Balance</b>					<b>21.00</b>	<b>237.50</b>

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05/05/21

# Conway Township Reconciliation Detail

001.000 · First National - Tax Checking, Period Ending 04/30/2021

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						64,796.94
<b>Cleared Transactions</b>						
<b>Checks and Payments - 7 items</b>						
Check	02/08/2021	3281	Webberville Schools	X	-7,996.29	-7,996.29
Check	03/23/2021	3324	Fowlerville Fire	X	-25,874.23	-33,870.52
Check	03/23/2021	3331	Fowlerville Library	X	-16,651.67	-50,522.19
Check	03/23/2021	3328	Shiawassee ISD	X	-1,543.60	-52,065.79
Check	03/23/2021	3325	Lansing Community ...	X	-1,388.81	-53,454.60
Check	03/23/2021	3334	Byron Schools	X	-663.44	-54,118.04
Check	03/23/2021	3333	Morrice Schools	X	-619.15	-54,737.19
Total Checks and Payments					-54,737.19	-54,737.19
<b>Deposits and Credits - 4 items</b>						
Check	03/03/2021	3318	Livingston County Tr...	X	0.00	0.00
Check	03/09/2021	3320	VOID	X	0.00	0.00
Check	03/09/2021	3321	VOID	X	0.00	0.00
Deposit	04/26/2021			X	1.00	1.00
Total Deposits and Credits					1.00	1.00
Total Cleared Transactions					-54,736.19	-54,736.19
Cleared Balance					-54,736.19	10,060.75
<b>Uncleared Transactions</b>						
<b>Checks and Payments - 2 items</b>						
Check	02/23/2021	3313	Webberville Schools		-6,964.53	-6,964.53
Check	02/23/2021	3316	Rebecca Marie Corn...		-194.02	-7,158.55
Total Checks and Payments					-7,158.55	-7,158.55
Total Uncleared Transactions					-7,158.55	-7,158.55
Register Balance as of 04/30/2021					-61,894.74	2,902.20
<b>Ending Balance</b>					<b>-61,894.74</b>	<b>2,902.20</b>

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05/05/21

## Conway Township Trust &amp; Agency Fund #701

## Reconciliation Detail

001.000 · Cash -, Period Ending 04/30/2021

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						18,558.00
Cleared Transactions						
Deposits and Credits - 1 item						
Deposit	04/26/2021			X	1.00	1.00
Total Deposits and Credits					1.00	1.00
Total Cleared Transactions					1.00	1.00
Cleared Balance					1.00	18,559.00
Register Balance as of 04/30/2021					1.00	18,559.00
Ending Balance					1.00	18,559.00

11:15 AM

05/05/21

**Conway Township  
Reconciliation Detail****003.000 · Huntington - Cont Acct #2, Period Ending 04/30/2021**

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						285,938.99
<b>Cleared Transactions</b>						
<b>Deposits and Credits - 1 item</b>						
Deposit	04/30/2021			X	2.35	2.35
Total Deposits and Credits					2.35	2.35
Total Cleared Transactions					2.35	2.35
Cleared Balance					2.35	285,941.34
Register Balance as of 04/30/2021					2.35	285,941.34
<b>Ending Balance</b>					<b>2.35</b>	<b>285,941.34</b>

Conway Township

Check Detail

December 11, 2019 through January 15, 2020

Num	Date	Name	Account	Paid Amount
10999	12/18/2019	Carlisle Wortman Associates, Inc	001.001 · Chase - General Fund	
2155212	12/17/2019		266.721 · Planning Commission	-227.50
TOTAL				-227.50
11000	12/18/2019	Cooper & Riesterer, PLC	001.001 · Chase - General Fund	
.38825	12/10/2019		266.103 · Attorney	-383.00
TOTAL				-383.00
11001	12/18/2019	Debbie Grubb	001.001 · Chase - General Fund	
	12/11/2019		102.970 · Mileage	-63.11
TOTAL				-63.11
11002	12/18/2019	DTE Energy	001.001 · Chase - General Fund	
910005708201	12/17/2019		265.920 · Utilities	-226.78
TOTAL				-226.78
11003	12/18/2019	Elizabeth Whitt	001.001 · Chase - General Fund	
	12/10/2019		102.970 · Mileage	-85.84
			102.726 · Supplies	-4.96
TOTAL				-90.80
11004	12/18/2019	George R. Fyrckiak	001.001 · Chase - General Fund	
	12/10/2019		247.702 · Salaries & Wages	-75.00
TOTAL				-75.00
11005	12/18/2019	Keith J. Daniels	001.001 · Chase - General Fund	
	12/10/2019		247.702 · Salaries & Wages	-75.00
TOTAL				-75.00
11007	12/18/2019	Michigan Association of Municipal Clerks	001.001 · Chase - General Fund	
	12/05/2019		102.801 · Memberships & Dues	-60.00
	12/10/2019		102.801 · Memberships & Dues	-60.00
TOTAL				-120.00
11008	12/18/2019	Nanci Forster	001.001 · Chase - General Fund	
	12/17/2019		102.970 · Mileage	-41.64
			102.801 · Memberships & Dues	-13.63
TOTAL				-55.27
11008	12/18/2019	Richard C. Ralston	001.001 · Chase - General Fund	
TOTAL				0.00
11011	01/13/2020	Alchin's Disposal, Inc.	001.001 · Chase - General Fund	

# Conway Township Check Detail

December 11, 2019 through January 15, 2020

Num	Date	Name	Account	Paid Amount
125750	01/07/2020		265.935 · Building Maintenance	-45.00
TOTAL				-45.00
11012	01/13/2020	Applied Imaging	001.001 · Chase - General Fund	
	01/07/2020		265.930 · Equipment Maintenance	-57.17
TOTAL				-57.17
11013	01/13/2020	Brande Nogafsky	001.001 · Chase - General Fund	
	01/06/2020		102.970 · Mileage	-37.12
TOTAL				-37.12
11014	01/13/2020	Debbie Grubb	001.001 · Chase - General Fund	
	01/13/2020		102.970 · Mileage	-35.02
TOTAL				-35.02
11015	01/13/2020	DWI Signs & More	001.001 · Chase - General Fund	
2821	01/13/2020		102.900 · Printing & Publishing	-40.00
TOTAL				-40.00
11016	01/13/2020	Elizabeth Whitt	001.001 · Chase - General Fund	
	01/07/2020		102.970 · Mileage	-83.52
TOTAL				-83.52
11017	01/13/2020	Fire Protections Plus, Inc.	001.001 · Chase - General Fund	
01071	01/07/2020		265.935 · Building Maintenance	-69.75
TOTAL				-69.75
11018	01/13/2020	Great Lakes Outdoor Solutions	001.001 · Chase - General Fund	
	12/30/2019		265.805 · Snow Removal	-180.00
	01/07/2020		265.805 · Snow Removal	-230.00
INV0343	01/08/2020		265.805 · Snow Removal	-140.00
INV0345	01/13/2020		265.805 · Snow Removal	-90.00
TOTAL				-640.00
11019	01/13/2020	H & H Publication	001.001 · Chase - General Fund	
38578	01/06/2020		102.900 · Printing & Publishing	-47.50
TOTAL				-47.50
11020	01/13/2020	JP Morgan Chase	001.001 · Chase - General Fund	
	01/06/2020		102.726 · Supplies	-246.52
			215.969 · Seminars & Workshops	-206.48
			102.910 · Postage	-281.00
			265.920 · Utilities	-139.24
			247.969 · Seminars & Workshops	-94.00
			265.920 · Utilities	-191.52
			215.969 · Seminars & Workshops	-650.00



**Conway Township**  
**Check Detail**  
December 11, 2019 through January 15, 2020

	<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Paid Amount</u>
TOTAL					-1,808.76
	11021	01/13/2020	Michigan Assessors Association	001.001 · Chase - General Fund	
		01/07/2020		102.801 · Memberships & Dues	-100.00
TOTAL					-100.00
	11022	01/13/2020	NetSmart Plus	001.001 · Chase - General Fund	
	1468230	12/30/2019		265.930 · Equipment Maintenance	-1,263.13
	1450635	01/07/2020		265.930 · Equipment Maintenance	-1,263.13
TOTAL					-2,526.26
	11023	01/13/2020	Pikk Services LLC	001.001 · Chase - General Fund	
	9299	01/07/2020		265.935 · Building Maintenance	-240.00
TOTAL					-240.00
	11024	01/13/2020	R.I. Thomas Property Maintenance	001.001 · Chase - General Fund	
		12/23/2019		265.935 · Building Maintenance	-280.00
TOTAL					-280.00
	11025	01/13/2020	Shred-it	001.001 · Chase - General Fund	
	8128859705	01/07/2020		265.935 · Building Maintenance	-103.57
TOTAL					-103.57
	11026	01/13/2020	Surf Air Wireless	001.001 · Chase - General Fund	
	276249	01/06/2020		265.859 · Internet & Phones	-54.95
TOTAL					-54.95
	11027	01/13/2020	DTE Energy	001.001 · Chase - General Fund	
	910005708201	01/13/2020		265.920 · Utilities	-217.63
TOTAL					-217.63
	11028	01/14/2020	Michigan State University	001.001 · Chase - General Fund	
TOTAL					0.00
	11029	01/14/2020	Michigan State University	001.001 · Chase - General Fund	
		01/14/2020		721.969 · Seminars & Workshop	-150.00
TOTAL					-150.00
			Total		-7852.71

Check Detail

April 11 through May 5, 2021

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	1080	04/21/2021	Conway Township		100 - Cash-Checking		-14,040.54
					203 - Due to GF	-14,040.54	14,040.54
TOTAL						-14,040.54	14,040.54
Check	1081	04/27/2021	Conway Township		100 - Cash-Checking		-3,812.57
					203 - Due to GF	-3,812.57	3,812.57
TOTAL						-3,812.57	3,812.57

Conway Township - Cemetery Fund #150

Check Detail

April 11 through May 5, 2021

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	167	04/14/2021	Great Lakes Outdoor Services		002.000 - Chase savings #251001463254		-1,325.00
Bill	INV0495	04/13/2021			276.930 - Repair & Maintenance	-1,125.00	1,125.00
Bill	INV0494	04/13/2021			661.000 - Burial Fee	-200.00	200.00
TOTAL						-1,325.00	1,325.00
Bill Pmt -Check	168	04/27/2021	Great Lakes Outdoor Services		002.000 - Chase savings #251001463254		-1,125.00
Bill	INV0496	04/27/2021			276.955 - Maintenance	-1,125.00	1,125.00
TOTAL						-1,125.00	1,125.00

<b>Client ID:</b> 0130FQ14 - CONWAY TOWNSHIP	<b>PAYROLL SUMMARY PREVIEW (0130FQ14)</b>	<b>Period Begin Date:</b> 4/1/2021
<b>Pay Group:</b> Monthly	CONWAY TOWNSHIP	<b>Period End Date:</b> 4/30/2021
<b>Support ID:</b> 119998	DBA: CONWAY TOWNSHIP	<b>Pay Period:</b> 5
<b>Run Date:</b> 5/5/2021		<b>Payroll Type:</b> Regular Payroll

\*\*\* PAYROLL FUNDING \*\*\*

Debit Type	Bank Name	Transit Routing #	Bank Account #	Counts	Amount	ACH Debit
Checks	JPMORGAN CHASE BANK, NA	*****0326	*****0000		\$0.00	\$0.00
Direct Deposits	JPMORGAN CHASE BANK, NA	*****0326	*****0000	18	\$0.00	\$9,895.58
<b>Totals:</b>				<b>18</b>	<b>\$0.00</b>	<b>\$9,895.58</b>
Tax Liabilities	JPMORGAN CHASE BANK, NA	*****0326	*****0000		\$0.00	\$2,765.12
Third Party Checks	JPMORGAN CHASE BANK, NA	*****0326	*****0000		\$0.00	\$0.00
Third Party Electronic Payment	JPMORGAN CHASE BANK, NA	*****0326	*****0000		\$0.00	\$0.00
Payroll Billing	JPMORGAN CHASE BANK, NA	*****0326	*****0000		\$0.00	\$163.35
<b>Totals:</b>					<b>\$0.00</b>	<b>\$2,928.47</b>
<b>Total ACH Debit:</b>				<b>Impound Date: 5/17/2021</b>		<b>\$12,824.05</b>
<b>Total Payroll Funding (all items):</b>				<b>\$12,824.05</b>		

\*\*\* PAYROLL TOTALS \*\*\*

Payroll Totals		Totals By Check Type		Counts By Check Type		Employee Counts	
Net Pay Checks	\$0.00	Total Live Checks	\$0.00	Total Live Checks	0	Active Employees Paid	18
Direct Deposits	\$9,895.58	Additional Checks	\$0.00	Additional Checks	0	Inactive Employees Paid	0
<b>**** Total Net Payroll</b>	<b>\$9,895.58</b>	Manual Checks	\$0.00	Manual Checks	0	Terminated Employees Paid	0
		Void Checks/Direct Deposits	\$0.00	Void Checks	0	Total Employees Paid	18
Total Taxes	\$2,765.12	Third Party Sick Checks	\$0.00	Third Party Sick Checks	0	Active Employee Count	19
<b>**** Total Payroll</b>	<b>\$12,660.70</b>	Adjustments	\$0.00	Adjustments	0	Inactive Employee Count	11
		Direct Deposits (18)	\$9,895.58	Vouchers (Direct Deposit)	18	Terminated Employee Count	40
Payroll Adjustments	\$0.00	Total Third Party Pays	\$0.00	Total Third Party Payments	0	Total Employee Count	70
<b>**** Adjusted Total</b>	<b>\$12,660.70</b>	Total Third Party Void Checks	\$0.00	Total Third Party Voids	0	Employees Paid this Month	18
				Zero Net Checks	0	Employees with W2 Data	18

Client ID: 0130FQ14 - CONWAY TOWNSHIP	<b>PAYROLL SUMMARY PREVIEW (0130FQ14)</b>		Period Begin Date: 4/1/2021
Pay Group: Monthly	CONWAY TOWNSHIP		Period End Date: 4/30/2021
Support ID: 119998	DBA: CONWAY TOWNSHIP		Pay Period: 5
Run Date: 5/5/2021	Check Date: 5/18/2021		Payroll Type: Regular Payroll

\*\*\* PAYROLL TAXES \*\*\*

	CURRENT			MTD			QTD			YTD		
Federal Deposits	Wages	Taxes		Wages	Taxes		Wages	Taxes		Wages	Taxes	
FEDERAL WH	11,760.97	465.17		11,760.97	465.17		24,481.10	1,034.19		60,338.50	2,588.65	
MED EE (1.45%)	11,760.97	170.56		11,760.97	170.56		24,481.10	355.00		60,338.50	874.94	
MED ER (1.45%)	11,760.97	170.56		11,760.97	170.56		24,481.10	355.00		60,338.50	874.94	
SOC SEC EE (6.2%)	11,760.97	729.17		11,760.97	729.17		24,481.10	1,517.82		60,338.50	3,740.98	
SOC SEC ER (6.2%)	11,760.97	729.17		11,760.97	729.17		24,481.10	1,517.82		60,338.50	3,740.98	
<b>Total Federal Deposits</b>		<b>2,264.63</b>			<b>2,264.63</b>			<b>4,779.83</b>			<b>11,820.49</b>	
<b>State/Local Employee Tax</b>												
MICHIGAN WH	11,760.97	500.49		11,760.97	500.49		24,481.10	1,048.74		60,338.50	2,596.68	
<b>Total State/Local Employee Tax</b>		<b>500.49</b>			<b>500.49</b>			<b>1,048.74</b>			<b>2,596.68</b>	
<b>Total Taxes</b>		<b>2,765.12</b>			<b>2,765.12</b>			<b>5,828.57</b>			<b>14,417.17</b>	

<b>Client ID:</b> 0130FQ14 - CONWAY TOWNSHIP		<b>PAYROLL SUMMARY PREVIEW (0130FQ14)</b>	<b>Period Begin Date:</b> 4/1/2021
<b>Pay Group:</b> Monthly		CONWAY TOWNSHIP	<b>Period End Date:</b> 4/30/2021
<b>Support ID:</b> 119998	<b>Check Date:</b> 5/18/2021	DBA: CONWAY TOWNSHIP	<b>Pay Period:</b> 5
<b>Run Date:</b> 5/5/2021			<b>Payroll Type:</b> Regular Payroll

\*\*\* EMPLOYER TAX EXPENSE \*\*\*

	----- CURRENT -----		----- MTD -----		----- QTD -----		----- YTD -----	
<b>Employer Tax</b>	Wages	Taxes	Wages	Taxes	Wages	Taxes	Wages	Taxes
MED ER (1.45%)	11,760.97	170.56	11,760.97	170.56	24,481.10	355.00	60,338.50	874.94
SOC SEC ER (6.2%)	11,760.97	729.17	11,760.97	729.17	24,481.10	1,517.82	60,338.50	3,740.98
<b>Total Employer Tax</b>		<b>899.73</b>		<b>899.73</b>		<b>1,872.82</b>		<b>4,615.92</b>

Tax Agency Id's				
State	Tax Agency	Tax Id	Deposit Frequency	Effective Date
Federal	Internal Revenue Service	38-2495473		
Federal	IRS FUTA	38-2495473		
Michigan	Michigan SIT	38-2495473		
Michigan	Michigan SUI	0802637		

Client ID: 0130FQ14 - CONWAY TOWNSHIP	PAYROLL SUMMARY PREVIEW (0130FQ14)	Period Begin Date: 4/1/2021
Pay Group: Monthly	CONWAY TOWNSHIP	Period End Date: 4/30/2021
Support ID: 119998	DBA: CONWAY TOWNSHIP	Pay Period: 5
Run Date: 5/5/2021		Payroll Type: Regular Payroll

\*\*\* EARNINGS & DEDUCTIONS \*\*\*

Earnings	CURRENT		MTD		QTD		YTD	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Regular	178.50	3,718.00	178.50	3,718.00	384.75	7,413.25	914.00	16,801.00
Salary	519.99	6,532.97	519.99	6,532.97	1,091.98	15,077.85	2,807.95	40,487.50
Meeting Earning	0.00	1,510.00	0.00	1,510.00	0.00	1,990.00	0.00	3,050.00
<b>Total Earnings</b>	<b>698.49</b>	<b>11,760.97</b>	<b>698.49</b>	<b>11,760.97</b>	<b>1,476.73</b>	<b>24,481.10</b>	<b>3,721.95</b>	<b>60,338.50</b>

Conway Township  
Profit & Loss Budget vs. Actual  
April 1 through May 5, 2021

									TOTAL			
	Apr 21	Budget	\$ Over Budget	% of Budget	May 1 - 5, 21	Budget	\$ Over Budget	% of Budget	Apr 1 - May 5, 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense												
Income												
366.350 - Trans in - Daisy Lane Fund	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
366.450 - Trans in - Trust & Agency	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
402.000 - Taxes - General	0.00	120,000.00	-120,000.00	0.0%	0.00	0.00	0.00	0.0%	0.00	120,000.00	-120,000.00	0.0%
403.000 - Taxes - Admin fees	0.00	41,000.00	-41,000.00	0.0%	0.00	0.00	0.00	0.0%	0.00	41,000.00	-41,000.00	0.0%
409.000 - Taxes - SET fee	0.00	700.00	-700.00	0.0%	0.00	0.00	0.00	0.0%	0.00	700.00	-700.00	0.0%
411.000 - Dog licenses	0.00	85.00	-85.00	0.0%	13.50	0.00	13.50	100.0%	13.50	85.00	-71.50	15.88%
435.000 - Sale of assets	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
450.000 - Licenses & Permits	324.75	6,000.00	-5,675.25	5.41%	0.00	0.00	0.00	0.0%	324.75	6,000.00	-5,675.25	5.41%
478.000 - Set Fee Retained	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
560.000 - Metro Act Fee	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
573.000 - LCSA PPT Reimbursement	0.00	5,400.00	-5,400.00	0.0%	0.00	0.00	0.00	0.0%	0.00	5,400.00	-5,400.00	0.0%
574.000 - State Revenue Sharing	0.00	314,000.00	-314,000.00	0.0%	53,351.00	0.00	53,351.00	100.0%	53,351.00	314,000.00	-260,649.00	16.99%
664.000 - Interest & Dividends	2.35	1,100.00	-1,097.65	0.21%	0.00	0.00	0.00	0.0%	2.35	1,100.00	-1,097.65	0.21%
667.000 - Rent	0.00	1,500.00	-1,500.00	0.0%	0.00	0.00	0.00	0.0%	0.00	1,500.00	-1,500.00	0.0%
671.000 - Misc. Revenues	0.00	1,500.00	-1,500.00	0.0%	0.00	0.00	0.00	0.0%	0.00	1,500.00	-1,500.00	0.0%
676.000 - Cemeterial Lots/Burial	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
677.000 - General Reimbursements	0.00	500.00	-500.00	0.0%	0.00	0.00	0.00	0.0%	0.00	500.00	-500.00	0.0%
678.000 - Grant Reimbursement	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
679.000 - Election Grant - HAVA	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
680.000 - Election Reimburse	0.00	3,000.00	-3,000.00	0.0%	0.00	0.00	0.00	0.0%	0.00	3,000.00	-3,000.00	0.0%
699.000 - Transfer in - Road Fund	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
Total Income	327.10	494,785.00	-494,457.90	0.07%	53,364.50	0.00	53,364.50	100.0%	53,691.60	494,785.00	-441,093.40	10.85%
Cost of Goods Sold												
50000 - Cost of Goods Sold	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
Total COGS	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
Gross Profit	327.10	494,785.00	-494,457.90	0.07%	53,364.50	0.00	53,364.50	100.0%	53,691.60	494,785.00	-441,093.40	10.85%
Expense												
102.000 - Unallocated												
102.702 - Receptionist salary	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
102.704 - Payroll Taxes	973.09	12,000.00	-11,026.91	8.11%	0.00	0.00	0.00	0.0%	973.09	12,000.00	-11,026.91	8.11%
102.710 - Payroll Billing	134.20	2,500.00	-2,365.80	5.37%	0.00	0.00	0.00	0.0%	134.20	2,500.00	-2,365.80	5.37%
102.726 - Supplies	0.00	7,500.00	-7,500.00	0.0%	171.21	0.00	171.21	100.0%	171.21	7,500.00	-7,328.79	2.28%
102.801 - Memberships & Dues	0.00	5,500.00	-5,500.00	0.0%	0.00	0.00	0.00	0.0%	0.00	5,500.00	-5,500.00	0.0%
102.805 - Appropriation Senior Center	1,000.00	1,000.00	0.00	100.0%	0.00	0.00	0.00	0.0%	1,000.00	1,000.00	0.00	100.0%
102.900 - Printing & Publishing	382.27	7,500.00	-7,117.73	5.1%	215.00	0.00	215.00	100.0%	597.27	7,500.00	-6,902.73	7.96%
102.910 - Postage	0.00	5,000.00	-5,000.00	0.0%	0.00	0.00	0.00	0.0%	0.00	5,000.00	-5,000.00	0.0%
102.970 - Mileage	150.19	5,000.00	-4,849.81	3.0%	34.50	0.00	34.50	100.0%	184.69	5,000.00	-4,815.31	3.69%
102.971 - Miscellaneous	0.00	200.00	-200.00	0.0%	0.00	0.00	0.00	0.0%	0.00	200.00	-200.00	0.0%
102.000 - Unallocated - Other	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
Total 102.000 - Unallocated	2,639.75	46,200.00	-43,560.25	5.71%	420.71	0.00	420.71	100.0%	3,060.46	46,200.00	-43,139.54	6.62%
103.000 - Township Board												
103.702 - Salaries Wages	174.99	4,200.00	-4,025.01	4.17%	0.00	0.00	0.00	0.0%	174.99	4,200.00	-4,025.01	4.17%
103.703 - Fire Authority Rep	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
103.704 - Social Security/Medicar	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
103.705 - Recreation Board Rep	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
103.706 - FOIA COORDINATOR	0.00	350.00	-350.00	0.0%	0.00	0.00	0.00	0.0%	0.00	350.00	-350.00	0.0%
103.710 - Payroll Billing	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
103.726 - Supplies	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
103.801 - Memberships & Dues	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
103.805 - Appropriation Senior Ce	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
103.862 - Township SS/Medicare	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
103.863 - Township Unemployment	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
103.865 - MEDICAL REIMBURSEMENT	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
103.900 - Printing & Publishing	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
103.910 - Postage	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
103.957 - Condemned Building	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
103.969 - Seminars and Workshops	0.00	500.00	-500.00	0.0%	0.00	0.00	0.00	0.0%	0.00	500.00	-500.00	0.0%
103.970 - Mileage	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
103.000 - Township Board - Other	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
Total 103.000 - Township Board	174.99	5,050.00	-4,875.01	3.47%	0.00	0.00	0.00	0.0%	174.99	5,050.00	-4,875.01	3.47%
171.000 - Supervisor's Office												
171.702 - Salaries	1,959.58	21,715.00	-19,755.42	9.02%	0.00	0.00	0.00	0.0%	1,959.58	21,715.00	-19,755.42	9.02%
171.704 - Social Security/Medicar	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
171.706 - Federal Withholding	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
171.708 - State Withholding	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
171.726 - Supplies	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%



Conway Township  
Profit & Loss Budget vs. Actual  
April 1 through May 5, 2021

									TOTAL			
	Apr 21	Budget	\$ Over Budget	% of Budget	May 1 - 5, 21	Budget	\$ Over Budget	% of Budget	Apr 1 - May 5, 21	Budget	\$ Over Budget	% of Budget
171.801 - Memberships & Dues	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
171.900 - Printing & Publishing	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
171.910 - Postage	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
171.965 - Assessor	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
171.969 - Seminars & Workshops	0.00	2,000.00	-2,000.00	0.0%	0.00	0.00	0.00	0.0%	0.00	2,000.00	-2,000.00	0.0%
171.970 - Mileage	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
171.000 - Supervisor's Office - Other	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
Total 171.000 - Supervisor's Office	1,959.58	23,715.00	-21,755.42	8.26%	0.00	0.00	0.00	0.0%	1,959.58	23,715.00	-21,755.42	8.26%
200.203 - Due To Road Fund	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
215.000 - Clerk's Office												
215.702 - Salaries & Wages	2,111.91	24,743.00	-22,631.09	8.54%	0.00	0.00	0.00	0.0%	2,111.91	24,743.00	-22,631.09	8.54%
215.703 - Deputies Wages	1,506.00	20,000.00	-18,494.00	7.53%	0.00	0.00	0.00	0.0%	1,506.00	20,000.00	-18,494.00	7.53%
215.704 - Social Security/Medicar	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
215.706 - Federal Withholding	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
215.708 - State Withholding	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
215.726 - Supplies	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
215.801 - Membership	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
215.900 - Printing & Publishing	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
215.910 - Postage	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
215.969 - Seminars & Workshops	0.00	6,500.00	-6,500.00	0.0%	0.00	0.00	0.00	0.0%	0.00	6,500.00	-6,500.00	0.0%
215.970 - Mileage	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
215.000 - Clerk's Office - Other	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
Total 215.000 - Clerk's Office	3,617.91	51,243.00	-47,625.09	7.06%	0.00	0.00	0.00	0.0%	3,617.91	51,243.00	-47,625.09	7.06%
247.000 - Board of Review												
247.702 - Salaries & Wages	975.00	800.00	175.00	121.88%	0.00	0.00	0.00	0.0%	975.00	800.00	175.00	121.88%
247.704 - Social Security/Medicar	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
247.706 - Federal Withholding	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
247.708 - State Withholding	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
247.900 - Printing & Publishing	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
247.969 - Seminars & Workshops	0.00	500.00	-500.00	0.0%	0.00	0.00	0.00	0.0%	0.00	500.00	-500.00	0.0%
247.970 - Mileage	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
247.000 - Board of Review - Other	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
Total 247.000 - Board of Review	975.00	1,300.00	-325.00	75.0%	0.00	0.00	0.00	0.0%	975.00	1,300.00	-325.00	75.0%
253.000 - Treasurer's Office												
253.702 - Salaries & Wages	1,940.08	23,281.00	-21,340.92	8.33%	0.00	0.00	0.00	0.0%	1,940.08	23,281.00	-21,340.92	8.33%
253.703 - Deputies Salaries	1,337.25	20,000.00	-18,662.75	6.69%	0.00	0.00	0.00	0.0%	1,337.25	20,000.00	-18,662.75	6.69%
253.704 - Social Security/Medicar	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
253.706 - Federal Withholdings	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
253.708 - State Withholding	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
253.726 - Supplies	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
253.801 - Memberships & Dues	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
253.832 - Charge Back	107.91	500.00	-392.09	21.58%	0.00	0.00	0.00	0.0%	107.91	500.00	-392.09	21.58%
253.900 - Printing & Publishing	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
253.910 - Postage	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
253.969 - Seminars & Workshops	0.00	6,500.00	-6,500.00	0.0%	0.00	0.00	0.00	0.0%	0.00	6,500.00	-6,500.00	0.0%
253.970 - Other	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
253.975 - Bank Service Charge	0.00	200.00	-200.00	0.0%	0.00	0.00	0.00	0.0%	0.00	200.00	-200.00	0.0%
253.000 - Treasurer's Office - Other	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
Total 253.000 - Treasurer's Office	3,385.24	50,481.00	-47,095.76	6.71%	0.00	0.00	0.00	0.0%	3,385.24	50,481.00	-47,095.76	6.71%
257.000 - Assessor												
257.701 - Assessor Services	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
257.702 - Salaries	2,738.33	41,000.00	-38,261.67	6.68%	0.00	0.00	0.00	0.0%	2,738.33	41,000.00	-38,261.67	6.68%
257.703 - Expenses	0.00	250.00	-250.00	0.0%	0.00	0.00	0.00	0.0%	0.00	250.00	-250.00	0.0%
257.000 - Assessor - Other	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
Total 257.000 - Assessor	2,738.33	41,250.00	-38,511.67	6.64%	0.00	0.00	0.00	0.0%	2,738.33	41,250.00	-38,511.67	6.64%
262.000 - Elections												
262.702 - Salaries & Wages	0.00	7,500.00	-7,500.00	0.0%	802.50	0.00	802.50	100.0%	802.50	7,500.00	-6,697.50	10.7%
262.704 - Social Security/Medicare	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
262.706 - Federal Withholding	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
262.708 - State Withholding	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
262.726 - Supplies	0.00	7,400.00	-7,400.00	0.0%	0.00	0.00	0.00	0.0%	0.00	7,400.00	-7,400.00	0.0%
262.900 - Printing & Publishing	0.00	1,000.00	-1,000.00	0.0%	0.00	0.00	0.00	0.0%	0.00	1,000.00	-1,000.00	0.0%
262.910 - Postage	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
262.930 - Equipment/Maintenance	0.00	5,000.00	-5,000.00	0.0%	0.00	0.00	0.00	0.0%	0.00	5,000.00	-5,000.00	0.0%
262.000 - Elections - Other	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
Total 262.000 - Elections	0.00	20,900.00	-20,900.00	0.0%	802.50	0.00	802.50	100.0%	802.50	20,900.00	-20,097.50	3.84%
265.000 - Building & Grounds												
265.146 - Equipment-Office	0.00	8,150.00	-8,150.00	0.0%	0.00	0.00	0.00	0.0%	0.00	8,150.00	-8,150.00	0.0%

Conway Township  
Profit & Loss Budget vs. Actual  
April 1 through May 5, 2021

TOTAL												
	Apr 21	Budget	\$ Over Budget	% of Budget	May 1 - 5, 21	Budget	\$ Over Budget	% of Budget	Apr 1 - May 5, 21	Budget	\$ Over Budget	% of Budget
265.702 - Hall Monitor Salary	0.00	975.00	-975.00	0.0%	0.00	0.00	0.00	0.0%	0.00	975.00	-975.00	0.0%
265.704 - Social Security/Medicare	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
265.726 - Supplies	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
265.801 - Lawn Mowing	0.00	1,500.00	-1,500.00	0.0%	0.00	0.00	0.00	0.0%	0.00	1,500.00	-1,500.00	0.0%
265.802 - Landscaping	0.00	3,500.00	-3,500.00	0.0%	0.00	0.00	0.00	0.0%	0.00	3,500.00	-3,500.00	0.0%
265.805 - Snow Removal	225.00	4,500.00	-4,275.00	5.0%	0.00	0.00	0.00	0.0%	225.00	4,500.00	-4,275.00	5.0%
265.851 - Liability Insurance	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
265.859 - Internet & Phones	0.00	15,000.00	-15,000.00	0.0%	420.41	0.00	420.41	100.0%	420.41	15,000.00	-14,579.59	2.8%
265.871 - Workers Comp	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
265.910 - Postage	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
265.920 - Utilities	0.00	7,000.00	-7,000.00	0.0%	0.00	0.00	0.00	0.0%	0.00	7,000.00	-7,000.00	0.0%
265.930 - Equipment Maintenance	782.00	15,000.00	-14,218.00	5.21%	1,624.91	0.00	1,624.91	100.0%	2,406.91	15,000.00	-12,593.09	16.05%
265.935 - Building Maintenance	745.00	18,000.00	-17,255.00	4.14%	45.00	0.00	45.00	100.0%	790.00	18,000.00	-17,210.00	4.39%
265.963 - Property Taxes	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
265.964 - Deposit reimbursement	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
265.970 - Parking Lot	0.00	500.00	-500.00	0.0%	0.00	0.00	0.00	0.0%	0.00	500.00	-500.00	0.0%
265.971 - Capital Improvement	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
265.000 - Building & Grounds - Other	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
Total 265.000 - Building & Grounds	1,752.00	74,125.00	-72,373.00	2.36%	2,090.32	0.00	2,090.32	100.0%	3,842.32	74,125.00	-70,282.68	5.18%
266.000 - Professional Fees												
266.103 - Attorney	1,350.00	15,000.00	-13,650.00	9.0%	0.00	0.00	0.00	0.0%	1,350.00	15,000.00	-13,650.00	9.0%
266.446 - Highways	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
266.500 - Misc. Contractors	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
266.721 - Planning Commission	0.00	3,000.00	-3,000.00	0.0%	0.00	0.00	0.00	0.0%	0.00	3,000.00	-3,000.00	0.0%
266.830 - Contractual Fees	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
266.955 - Auditor	0.00	9,500.00	-9,500.00	0.0%	0.00	0.00	0.00	0.0%	0.00	9,500.00	-9,500.00	0.0%
266.956 - Internet Project	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
266.960 - Engineer	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
266.000 - Professional Fees - Other	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
Total 266.000 - Professional Fees	1,350.00	27,500.00	-26,150.00	4.91%	0.00	0.00	0.00	0.0%	1,350.00	27,500.00	-26,150.00	4.91%
267.000 - Accounting and Auditing	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
275.000 - Drains At Large	0.00	50,000.00	-50,000.00	0.0%	0.00	0.00	0.00	0.0%	0.00	50,000.00	-50,000.00	0.0%
276.000 - Cemetery												
276.702 - Salaries	0.00	2,000.00	-2,000.00	0.0%	0.00	0.00	0.00	0.0%	0.00	2,000.00	-2,000.00	0.0%
276.704 - Social Security/Medicar	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
276.801 - Lawn Mowing	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
276.850 - Contracted Labor	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
276.930 - Repair & Maintenance	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
276.964 - Reimburs of Burial Site	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
276.970 - Mileage	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
276.000 - Cemetery - Other	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
Total 276.000 - Cemetery	0.00	2,000.00	-2,000.00	0.0%	0.00	0.00	0.00	0.0%	0.00	2,000.00	-2,000.00	0.0%
301.000 - Public Safety												
301.700 - Fire Authority Rep	0.00	500.00	-500.00	0.0%	0.00	0.00	0.00	0.0%	0.00	500.00	-500.00	0.0%
301.702 - Contribution Police Salaries	0.00	10,000.00	-10,000.00	0.0%	0.00	0.00	0.00	0.0%	0.00	10,000.00	-10,000.00	0.0%
301.000 - Public Safety - Other	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
Total 301.000 - Public Safety	0.00	10,500.00	-10,500.00	0.0%	0.00	0.00	0.00	0.0%	0.00	10,500.00	-10,500.00	0.0%
446.000 - Roads and Highways												
446.955 - Chloride	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
446.956 - CLJ & Associates	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
446.967 - Construction & Excavati	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
446.000 - Roads and Highways - Other	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
Total 446.000 - Roads and Highways	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
526.000 - Sanitary Landfill												
526.960 - Spring Cleanup	0.00	5,000.00	-5,000.00	0.0%	0.00	0.00	0.00	0.0%	0.00	5,000.00	-5,000.00	0.0%
526.000 - Sanitary Landfill - Other	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
Total 526.000 - Sanitary Landfill	0.00	5,000.00	-5,000.00	0.0%	0.00	0.00	0.00	0.0%	0.00	5,000.00	-5,000.00	0.0%
660.000 - Payroll Taxes-general	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
66900 - Reconciliation Discrepancies	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
721.000 - Planning & Zoning												
721.702 - Salaries	876.99	12,000.00	-11,123.01	7.31%	0.00	0.00	0.00	0.0%	876.99	12,000.00	-11,123.01	7.31%
721.704 - Social Security/Medicar	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
721.706 - Federal Withholding	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
721.708 - State Withholdings	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
721.726 - Supplies	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
721.801 - Membership and Dues	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
721.900 - Printing & Publishing	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
721.964 - Permit Reimbursements	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%

Conway Township  
Profit & Loss Budget vs. Actual  
April 1 through May 5, 2021

									TOTAL			
	Apr 21	Budget	\$ Over Budget	% of Budget	May 1 - 5, 21	Budget	\$ Over Budget	% of Budget	Apr 1 - May 5, 21	Budget	\$ Over Budget	% of Budget
721.969 - Seminars & Workshop	0.00	500.00	-500.00	0.0%	0.00	0.00	0.00	0.0%	0.00	500.00	-500.00	0.0%
721.970 - Mileage	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
721.000 - Planning & Zoning - Other	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
Total 721.000 - Planning & Zoning	876.99	12,500.00	-11,623.01	7.02%	0.00	0.00	0.00	0.0%	876.99	12,500.00	-11,623.01	7.02%
738.000 - Recreation Association												
738.100 - Parks & Recreation Contribution	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
738.702 - Salaries	75.00	750.00	-675.00	10.0%	0.00	0.00	0.00	0.0%	75.00	750.00	-675.00	10.0%
738.000 - Recreation Association - Other	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
Total 738.000 - Recreation Association	75.00	750.00	-675.00	10.0%	0.00	0.00	0.00	0.0%	75.00	750.00	-675.00	10.0%
954.000 - Insurance & Bond	0.00	10,000.00	-10,000.00	0.0%	0.00	0.00	0.00	0.0%	0.00	10,000.00	-10,000.00	0.0%
960.000 - Delinquent Personal Prop Taxes	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
969.000 - Trans out - Capital Res Fund	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
970.000 - Transfers out	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
970.350 - TRANS OUT - DAISEY LANE	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
980.000 - Transfers Out - Cemetery	0.00	30,000.00	-30,000.00	0.0%	0.00	0.00	0.00	0.0%	0.00	30,000.00	-30,000.00	0.0%
Total Expense	19,544.79	462,514.00	-442,969.21	4.23%	3,313.53	0.00	3,313.53	100.0%	22,858.32	462,514.00	-439,655.68	4.94%
Net Ordinary Income	-19,217.69	32,271.00	-51,488.69	-59.55%	50,050.97	0.00	50,050.97	100.0%	30,833.28	32,271.00	-1,437.72	95.55%
Other Income/Expense												
Other Income												
Interest Income	0.00	200.00	-200.00	0.0%	0.00	0.00	0.00	0.0%	0.00	200.00	-200.00	0.0%
Other Income	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
Total Other Income	0.00	200.00	-200.00	0.0%	0.00	0.00	0.00	0.0%	0.00	200.00	-200.00	0.0%
Net Other Income	0.00	200.00	-200.00	0.0%	0.00	0.00	0.00	0.0%	0.00	200.00	-200.00	0.0%
Net Income	-19,217.69	32,471.00	-51,688.69	-59.18%	50,050.97	0.00	50,050.97	100.0%	30,833.28	32,471.00	-1,637.72	94.96%

Conway Township - Road Fund #201  
Profit & Loss Budget vs. Actual  
April 1 through May 5, 2021

									TOTAL			
	Apr 21	Budget	\$ Over Budget	% of Budget	May 1 - 5, 21	Budget	\$ Over Budget	% of Budget	Apr 1 - May 5, 21	Budget	\$ Over Budget	% of Budget
Income												
402.000 - Taxes - Road Millage	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
573.000 - LCSA PPT Reimbursement	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
664.000 - Interest Income	0.00	98.47	-98.47	0.0%	0.00	7.32	-7.32	0.0%	0.00	105.79	-105.79	0.0%
671 - Misc revenue	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
695.000 - Road Commission Refunds	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
Total Income	0.00	98.47	-98.47	0.0%	0.00	7.32	-7.32	0.0%	0.00	105.79	-105.79	0.0%
Expense												
Service Fee	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
253.726 - Treasurer's Office Supplies	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
66000 - Payroll Expenses	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
954.000 - Supplies	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
955.000 - Chloriding	0.00	33,000.00	-33,000.00	0.0%	0.00	0.00	0.00	0.0%	0.00	33,000.00	-33,000.00	0.0%
967.000 - Construction	0.00	100,000.00	-100,000.00	0.0%	0.00	0.00	0.00	0.0%	0.00	100,000.00	-100,000.00	0.0%
968.000 - Delinquent Personal Prop Taxes	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
999.000 - Transfer out - General Fund	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
Total Expense	0.00	133,000.00	-133,000.00	0.0%	0.00	0.00	0.00	0.0%	0.00	133,000.00	-133,000.00	0.0%
Net Income	0.00	-132,901.53	132,901.53	0.0%	0.00	7.32	-7.32	0.0%	0.00	-132,894.21	132,894.21	0.0%

Conway Township - Cemetery Fund #150  
Profit & Loss Budget vs. Actual  
April 1 through May 5, 2021

									TOTAL			
	Apr 21	Budget	\$ Over Budget	% of Budget	May 1 - 5, 21	Budget	\$ Over Budget	% of Budget	Apr 1 - May 5, 21	Budget	\$ Over Budget	% of Budget
Income												
500.000 - Transfer from General Fund	0.00	30,000.00	-30,000.00	0.0%	0.00	0.00	0.00	0.0%	0.00	30,000.00	-30,000.00	0.0%
660.000 - Lot sales	0.00	4,000.00	-4,000.00	0.0%	0.00	0.00	0.00	0.0%	0.00	4,000.00	-4,000.00	0.0%
661.000 - Burial Fee	50.00	3,000.00	-2,950.00	1.67%	0.00	0.00	0.00	0.0%	50.00	3,000.00	-2,950.00	1.67%
662.000 - Foundations	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
664.000 - Interest Income	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
674.000 - Donations	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
690.000 - Other Revenues	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
695.00 - Stone Restoration	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
Total Income	50.00	37,000.00	-36,950.00	0.14%	0.00	0.00	0.00	0.0%	50.00	37,000.00	-36,950.00	0.14%
Expense												
265.960 - Payroll Taxes	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
265.963 - Property Taxes	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
276.702 - Salaries	0.00	2,000.00	-2,000.00	0.0%	0.00	0.00	0.00	0.0%	0.00	2,000.00	-2,000.00	0.0%
276.801 - Lawn Mowing	0.00	15,000.00	-15,000.00	0.0%	0.00	0.00	0.00	0.0%	0.00	15,000.00	-15,000.00	0.0%
276.850 - Contracted Labor	0.00	2,000.00	-2,000.00	0.0%	0.00	0.00	0.00	0.0%	0.00	2,000.00	-2,000.00	0.0%
276.860 - Software Fees	0.00	1,200.00	-1,200.00	0.0%	0.00	0.00	0.00	0.0%	0.00	1,200.00	-1,200.00	0.0%
276.930 - Repair & Maintenance	1,525.00	25,000.00	-23,475.00	6.1%	0.00	0.00	0.00	0.0%	1,525.00	25,000.00	-23,475.00	6.1%
276.955 - Maintenance	1,125.00	600.00	525.00	187.5%	0.00	0.00	0.00	0.0%	1,125.00	600.00	525.00	187.5%
276.959 - Construction	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
276.964 - Reimburse of Burial Site	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
276.995 - Other	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
66000 - Payroll Expenses	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
696 - Military Stone Restoration	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
993.00 - Stone Preservation	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
995.000 - Miscellaneous	0.00				0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
Total Expense	2,650.00	45,800.00	-43,150.00	5.79%	0.00	0.00	0.00	0.0%	2,650.00	45,800.00	-43,150.00	5.79%
Net Income	<u>-2,600.00</u>	<u>-8,800.00</u>	<u>6,200.00</u>	<u>29.55%</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>	<u>-2,600.00</u>	<u>-8,800.00</u>	<u>6,200.00</u>	<u>29.55%</u>



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## ACCOUNT ACTIVITY

Date of Transaction	Merchant Name or Transaction Description	\$ Amount
03/25	CMC TELECOM AND INTERNET 231-206-5069 MI	198.47
04/06	ATT*BILL PAYMENT 800-288-2020 TX TODD A ANDERSON TRANSACTIONS THIS CYCLE (CARD 8022) \$310.51	112.04
04/08	Payment ThankYou Image Check	-1,706.07
03/24	Amazon.com*8G5TZ9VS3 Amzn.com/bill WA	86.55
03/24	Amazon.com*HS4490X53 Amzn.com/bill WA	9.97
03/30	SURF AIR WIRELESS LLC 219-326-5252 IN	54.95
04/01	SURF AIR WIRELESS LLC 219-326-5252 IN	54.95
04/04	ADOBE ACROPRO SUBS 800-443-8158 CA	54.03
04/08	AMZN Mktp US*E72EJ5ZJ3 Amzn.com/bill WA ELIZABETH WHITT TRANSACTIONS THIS CYCLE (CARD 3154) \$1424.96- INCLUDING PAYMENTS RECEIVED	20.66

### 2021 Totals Year-to-Date

Total fees charged in 2021	\$0.00
Total interest charged in 2021	\$0.00

Year-to-date totals do not reflect any fee or interest refunds  
you may have received.

## INTEREST CHARGES

Your **Annual Percentage Rate (APR)** is the annual interest rate on your account.

Balance Type	Annual Percentage Rate (APR)	Balance Subject To Interest Rate	Interest Charges
PURCHASES			



## Invoice

7900 Grand River Rd.  
Brighton, Michigan 48114  
(810) 227-3103, fax (810) 220-5968

Invoice # 42174  
Invoice date 4/15/2021

Invoice submitted to:  
Conway Township  
8015 N. Fowlerville Rd.  
P.O. Box 1157  
Fowlerville, MI 48836  
GENERAL- Atten: Clerk

**Billing statements will be sent to: clerk@conwaytownship.com**

*See Page 2 for itemized breakdown*

<b>Previous balance</b>	<b>\$1,751.75</b>
Payments and other transactions	(\$1,751.75)
Total fees	\$1,350.00
Total expenses	\$0.00
Interest	\$0.00
<b>Total new charges</b>	<b>\$1,350.00</b>
<b>Balance Due</b>	<b>\$1,350.00</b>

*Please detach this section and return it with your payment to ensure that your account is properly credited. Balances are due 15 days from the Invoice Date. Interest is charged at the rate of 7% per annum on all balances that remain past due.*

Conway Township  
8015 N. Fowlerville Rd.  
P.O. Box 1157  
Fowlerville, MI 48836  
GENERAL- Atten: Clerk

**COOPER & RIESTERER, PLC**  
7900 Grand River Rd.  
Brighton, MI 48114

Previous balance	\$1,751.75
Payments	(\$1,751.75)
New charges	\$1,350.00
<b>Balance due</b>	<b>\$1,350.00</b>

Payment amount \$ \_\_\_\_\_

**PAYMENT OPTIONS**

Check # \_\_\_\_\_

**-OR-**

Credit Card Number \_\_\_\_\_

Cardholder's Name \_\_\_\_\_

Visa \_\_\_\_ MasterCard \_\_\_\_ American Express \_\_\_\_

Expiration Date \_\_\_\_ / \_\_\_\_ CVV \_\_\_\_

Professional Services

		<u>Hours</u>	<u>Amount</u>
3/8/2021	LC Legal research re Med Marijuana laws/scope of Twp authority to regulate and v Rec Marijuana; review Twp ordinances re process	4.00	\$360.00
3/11/2021	AHC Analyze research results v current ordinance	0.70	\$115.50
3/18/2021	AHC Advise Zon Admin re medical marijuana caregiver provisions/recommendations re ordinance	0.80	\$132.00
3/26/2021	AHC Review PC pending matters list, add medical marijuana caregiver provision revisions; emails from/to, advise Mike Stock	0.40	\$66.00
4/7/2021	AHC Brief review of PC Agenda, materials	0.30	\$49.50
4/12/2021	AHC Prep for and to Conway Twp for Planning Commission Meeting	3.80	\$627.00
SUBTOTAL:		[ 10.00	<b>\$1,350.00]</b>
For professional services rendered		10.00	\$1,350.00
Previous balance			\$1,751.75
<u>Accounts receivable transactions</u>			
3/23/2021	Payment - Thank You. Check No. 11391		(\$1,751.75)
Total payments and adjustments			(\$1,751.75)
<b>Balance due</b>			<b>\$1,350.00</b>



**"Make Every Week Fire Prevention Week"**

**FOWLerville AREA FIRE DEPARTMENT  
P.O. Box 126  
Fowlerville, MI 48836**

**Honorable Fire Chief, Fowlerville Fire Authority Board Trustees and Residents:** This shall serve as your official notification of the Fowlerville Area Fire Department Regular Meeting to be held on **Tuesday, April 27, 2021 at 7:00 p.m.** at the Fowlerville Fire Department, 132 Mill Street, Fowlerville, Michigan 48836. The following item(s) are on the agenda for your consideration:

**Regular Meeting 7:00 P.M.**

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1. Call to Order.
2. Pledge of Allegiance.
3. Roll Call.
4. Call to the Public.
5. Additions to and/or approval of the Agenda.
6. Consideration of the Consent Agenda:  
*(Items on the Consent Agenda are considered to be routine, only one motion required, to approve the Consent Agenda, consisting of 11 items).*
  - a. Minutes of the Regular Fire Authority Meeting held on Tuesday, February 23, 2021 as presented.
  - b. Minutes of Closed Session Fire Authority Meeting held on Tuesday, February 23, 2021 as presented.
  - c. Minutes of the Special Fire Authority Meeting held on Monday, March 8, 2021 as presented.
  - d. Minutes of the Closed Fire Authority Meeting held on Monday, March 8, 2021 presented.
  - e. Minutes of the Special Fire Authority Meeting held on Wednesday, March 31, 2021 as presented.
  - f. Minutes of the Closed Fire Authority Meeting held on Wednesday, March 31, 2021 as presented.

- g. Minutes of the Special Fire Authority Meeting held on Monday, April 12, 2021 as presented.
  - h. Minutes of the Closed Fire Authority Meeting held on Monday, April 12, 2021 as presented.
  - i. Minutes of the Special Fire Authority Meeting held on Monday, April 19, 2021 as presented.
  - j. Minutes of the Closed Fire Authority Meeting held on Monday, April 19, 2021 as presented.
  - k. Establishment of a Public Hearing for May 25, 2021 @ 7:00 p.m., to solicit public comments on the proposed 2021/2022 Fiscal Year Budget.
- 7. Unfinished Business:
  - a. Continued discussion of wage study.
- 8. New Business:
  - a. Review of the 2021/22 Fiscal Year Budget.
  - b. Analysis of Fire Funds Available.
- 9. Second Call to the Public.
- 10. Members Additional Comments:
- 11. Adjournment.

The Fowlerville Area Fire Department does not discriminate on the basis of disability in the admission or participation in its programs or activities. Accommodations are available for the assistance of individuals with physical impairments if the fire department is given five days advance notice. Individuals desiring such assistance should contact the Fire Authority Administrative Assistant at (517) 223-8561. Agenda's and minutes of the meetings are available at the Fowlerville Fire Department.



"Make Every Week Fire Prevention Week"

**Fowlerville Area Fire Department  
P.O. Box 126  
Fowlerville, MI 48836**

Fowlerville Area Fire Department Regular Meeting  
Tuesday, February 23, 2021 at 7:00 p.m.

### **Regular Meeting Minutes**

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1. Call to Order. The Fowlerville Area Fire Authority Public Meeting was called to order by Trustee Bonnville at 7:00 p.m. at the Fowlerville Fire Department at 200 N. Grand Ave, Fowlerville, Michigan 48836.
2. Pledge of Allegiance. Recited.
3. Roll Call. Present: Chief Feig, Trustee Alverson, Trustee Grubb, Trustee Bonnville; Absent: Chairperson Bell. Others Present: Attorney, Kevin Gentry and Fire Administrative Assistant, Anna Fraser.
4. Call to the Public. None.
5. Additions to and/or approval of the Agenda. **MOTION ALVERSON, SECOND GRUBB TO APPROVE THE AGENDA AS AMMENDED. VOICE VOTE. MOTION CARRIED.**
6. Consideration of the Consent Agenda.  
(Items on the Consent Agenda are considered to be routine, only one motion required to approve to Consent Agenda, consisting of 4 items)
  - a. Minutes of the Regular Fire Authority Meeting held on Tuesday, November 24, 2020 as presented.
  - b. Minutes of Closed Session held on November 24, 2020.
  - c. Consideration of receiving and filing of the 2020 Annual Fowlerville Area Fire Department Report.
  - d. Consideration of receiving and filing of the 2020 Annual Review of Goals for Fire Chief, Robert Feig by the Personnel Committee.  
**MOTION ALVERSON, SECOND GRUBB TO APPROVE THE CONSENT AGENDA AS PRESENTED. VOICE VOTE . MOTION CARRIED.**

7. Unfinished Business: NONE.

8. New Business:

- a. Consideration of renewal of Gentry Nally contract. **MOTION ALVERSON, SECOND GRUBB TO APPROVE THE CONTRACT AS PRESENTED FOR THE GENTRY NALLY, PLLC EFFECTIVE 2-22-21. ROLL CALL VOTE. AYE: GRUBB, ALVERSON AND BONNVILLE. NAH: NONE (CHAIRPERSON BELL ABSENT). UNANIMOUS VOTE. MOTION CARRIED.**
- b. Discussion of Livingston County Fire Department Wage Study. **CHIEF FEIG PRESENTED AND ANSWERED QUESTIONS ON THE FIGURES HE GATHERED FOR A CURRENT WAGE STUDY FROM FIREFIGHTER TO FIRE CHIEF AS REQUESTED AT THE NOVEMBER 2020 REGULAR MEETING. TRUSTEE ALVERSON DISCUSSED INFLATION INCREASE FOR 2021, AS WELL AS LOOKING AT THE CHIEF'S WAGE, ALL TO KEEP COMPETITIVE WITH THE MARKET.**
- c. *Election of Vice-Chairperson for the Fire Board.* **MOTION ALVERSON, SECOND BONNVILLE TO NOMINATE BILL GRUBB TO BECOME THE VICE-CHAIR OF THE FIRE AUTHORITY BOARD. VOICE VOTE. MOTION CARRIED.**
- d. Possible Closed Session-Discussion of the purchase of real property. **MOTION ALVERSON, SECOND GRUBB TO MOVE INTO CLOSED SESSION TO DISCUSS THE PURCHASE OF REAL PROPERTY INCLUDING ROBERT FEIG AT 7:22 P.M. ROLL CALL. VOTE. AYE: BONNVILLE, GRUBB AND ALVERSON. NAH: NONE. (CHAIRPERSON BELL ABSENT). UNANIMOUS VOTE. MOTION CARRIED.**

**MOTION ALVERSON, SECOND GRUBB TO GO OUT OF CLOSED SESSION REGARDING THE POSSIBLE PURCHASE OF REAL PROPERTY INCLUDING ROBERT FEIG AT 7:57 P.M. ROLL CALL VOTE. AYE: ALVERSON, BONNVILLE AND GRUBB. NAY: NONE. (CHAIRPERSON BELL ABSENT). UNANIMOUS VOTE. MOTION CARRIED.**



9. Communications.  
Chief Feig informed the board that 2 weeks prior there was a structure fire. At the fire, 2 sets of firefighters' gears were damaged. Chief Feig is working with the turnout management company to repair the damage. He will hear back on in approximately 1 week on the results of their efforts to repair the gear. Chief Feig also contacted the insurance company since the gear was brand new (the 2 helmets were repairable). There is a \$250 deductible. He will know more once he hears from the company and keep the board updated.
10. Second Call to the Public.  
Captain Donohoe asked if repurposing the current fire department location for a new department if necessary is an option. Trustee Bonnville affirmed that the current station is an option that has been discussed. However, it is not the most ideal for several reasons, which is why the board is still looking at other options.
11. Members Additional Comments. NONE.
12. Adjournment. **MOTION ALVERSON, SECOND GRUBB TO ADJOURN THE REGULARLY SCHEDULED FIRE AUTHORITY MEETING AT 8:09 P.M. VOICE VOTE. MOTION CARRIED.**

The Fowlerville Area Fire Department does not discriminate on the basis of disability in the admission or participation in its programs or activities. Accommodations are available for the assistance of individuals with physical impairments if the fire department is given five days advance notice. Individuals desiring such assistance should contact the Fire Authority Administrative Assistant at 517-223-8561. Agenda's and minutes of the meetings are available at the Fowlerville Fire Department.

**"Make Every Week Fire Prevention Week"**  
**Fowlerville Area Fire Department**  
**P.O. Box 126**  
**Fowlerville, MI 48836**

Fowlerville Area Fire Department Special Meeting Minutes

Monday, March 8, 2021

**Special Meeting 5:30 P.M.**

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1. Call to Order. The Fowlerville Area Fire Authority Public Meeting was called to order by Chairperson Bell at 5:35 p.m. at the Fowlerville Fire Department at 200 N. Grand Ave, Fowlerville, Michigan 48836.
2. Pledge of Allegiance. **Recited.**
3. Roll Call. **Present:** Chief Feig, Alverson, Grubb, Bell; **Absent:** Bonnaville. **Others Present:** Attorney, Kevin Gentry and Fire Administrative Assistant, Anna Fraser.
4. Call to the Public. **None.**
5. Additions to and/or approval of the Agenda. **MOTION ALVERSON, SECOND GRUBB TO APPROVE THE AGENDA. VOICE VOTE. MOTION CARRIED.**
6. Closed Session Concerning Real Property.  
**MOTION GRUBB, SECOND ALVERSON TO GO INTO CLOSED SESSION CONCERNING REAL PROPERTY DISCUSSION INCLUDING ROBERT FEIG AT 5:37 P.M. ROLL CALL VOTE. AYE: BELL, ALVERSON AND GRUBB. NAY: NONE. (TRUSTEE BONNVILLE ABSENT). UNANIMOUS VOTE. MOTION CARRIED.**

**MOTION ALVERSON, SECOND GRUBB TO GO OUT OF CLOSED SESSION REGARDING THE POSSIBLE PURCHASE OF REAL PROPERTY INCLUDING ROBERT FEIG AT 6:18 P.M. ROLL CALL VOTE. AYE: ALVERSON, BONNVILLE AND GRUBB. NAY: NONE. (TRUSTEE BONNVILLE ABSENT). UNANIMOUS VOTE. MOTION CARRIED.**



**MOTION ALVERSON, SECOND GRUBB TO APPOINT TRUSTEE BONNVILLE AND CHIEF FEIG AS A COMMITTEE TO NEGOTIATE FOR UP TO SIX ACRES WITH A PRICE RANGE OF \$35,000 - \$40,000 PER ACRE. ROLL CALL VOTE. AYE: ALVERSON, BELL AND GRUBB. NAY: NONE. (TRUSTEE BONNVILLE ABSENT). UNANIMOUS VOTE. MOTION CARRIED.**

7. Second Call to the Public. **None.**
8. Members Additional Comments.  
**Trustee Alverson and Chairperson Bell thanked chief for his hard work.**
9. Adjournment. **MOTION ALVERSON, SECOND GRUBB TO ADJOURN THE SPECIAL MEETING OF THE FIRE AUTHORITY BOARD AT 6:20 P.M. VOICE VOTE. MOTION CARRIED. (TRUSTEE BONNVILLE ABSENT).**

The Fowlerville Area Fire Department does not discriminate on the basis of disability in the admission or participation in its programs or activities. Accommodations are available for the assistance of individuals with physical impairments if the fire department is given five days advance notice. Individuals desiring such assistance should contact the Fire Authority Administrative Assistant at 517-223-8561. Agenda's and minutes of the meetings are available at the Fowlerville Fire Department.

"Make Every Week Fire Prevention Week"

Fowlerville Area Fire Department  
P.O. Box 126  
Fowlerville, MI 48836

Fowlerville Area Fire Department Special Meeting Minutes  
*Wednesday, March 31, 2021*

### **Special Meeting 3:00 P.M.**

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1. Call to Order. **The Fowlerville Area Fire Authority Public Meeting was called to order by Chairperson Bell at 3:00 p.m. at the Fowlerville Fire Department at 200 N. Grand Ave, Fowlerville, Michigan 48836.**
2. Pledge of Allegiance. **Recited**
3. Roll Call. **Chief Feig, Trustees Alverson, Grubb, Bell, Bonnvile. Others Present: Attorney, Kevin Gentry and Village Treasurer, Michelle Lamb.**
4. Call to the Public. **None**
5. Additions to and/or approval of the Agenda. **MOTION BONNVILLE, SECOND ALVERSON TO APPROVE THE AGENDA. VOICE VOTE. MOTION CARRIED.**
6. Discussion of the Administrative Assistant job share with the Village. **Chief Feig stated that John McCurdy and Michelle Lamb approached him a few weeks ago regarding needing some part-time help at the village office and suggested Anna Fraser might be a good fit. From there, Chief informed the board of Anna's current responsibilities and the need to increase her hours at the fire department. In turn, he proposed the formation of a shared full-time job position with 75% being at the fire department and 25% at the village office. Trustee Bell verified that the additional cost to the fire board budget would be approximately \$10,000 per year. Trustee Alverson verified that the increase in hours will also include benefits. MOTION ALVERSON, SECOND GRUBB TO SUPPORT THE FULL-TIME JOB ADMINISTRATIVE ASSISTANT JOB SHARE POSITION. ROLL CALL VOTE. AYE: ALVERSON, BELL, GRUBB AND BONNVILLE. UNANIMOUS VOTE. MOTION CARRIED.**



7. Closed Session Concerning Real Property.  
**MOTION BONNVILLE, SECOND ALVERSON TO GO INTO  
CLOSED SESSION CONCERNING REAL PROPERTY DISCUSSION  
INCLUDING ROBERT FEIG AT 3:10 P.M. ROLL CALL VOTE. AYE:  
BELL, ALVERSON, GRUBB AND BONNVILLE. NAY: NONE.  
UNANIMOUS VOTE. MOTION CARRIED.**

**MOTION BELL, SECOND BONNVILLE TO GO OUT OF CLOSED  
SESSION REGARDING THE POSSIBLE PURCHASE OF REAL PROPERTY  
INCLUDING ROBERT FEIG AT 3:30 P.M. ROLL CALL VOTE. AYE: BELL,  
ALVERSON, GRUBB AND BONNVILLE. NAY: NONE. UNANIMOUS  
VOTE. MOTION CARRIED.**

**MOTION BELL SECOND BONNVILLE TO DIRECT ATTORNEY, KEVIN  
GENTRY TO MAKE THE OFFER ON THE REAL PROPERTY AS  
DISCUSSED. ROLL CALL VOTE. AYE: BELL, ALVERSON, GRUBB AND  
BONNVILLE. NAY: NONE. UNANIMOUS VOTE. MOTION CARRIED.**

8. Second Call to the Public. **None**
9. Members Additional Comments.  
**Trustee Bell thanked Chief Feig and Trustee Bonnvill for all their  
hard work, as well as Trustee Alverson for his work and efforts.**
10. Adjournment. **MOTION BONNVILLE, SECOND GRUBB TO  
ADJOURN THE SPECIAL MEETING OF THE FIRE AUTHORITY  
BOARD AT 3:35 P.M. VOICE VOTE. MOTION CARRIED.**

The Fowlerville Area Fire Department does not discriminate on the basis of disability in the admission or participation in its programs or activities. Accommodations are available for the assistance of individuals with physical impairments if the fire department is given five days advance notice. Individuals desiring such assistance should contact the Fire Authority Administrative Assistant at 517-223-8561. Agenda's and minutes of the meetings are available at the Fowlerville Fire Department.

"Make Every Week Fire Prevention Week"

Fowlerville Area Fire Department  
P.O. Box 126  
Fowlerville, MI 48836

Fowlerville Area Fire Department Special Meeting Minutes  
*Monday, April 12, 2021*

### **Special Meeting 12:00 P.M.**

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1. Call to Order. The Fowlerville Area Fire Authority Public Meeting was called to order by Chairperson Bell at 12:01 p.m. at the Fowlerville Fire Department at 200 N. Grand Ave, Fowlerville, Michigan 48836.
2. Pledge of Allegiance. **Recited.**
3. Roll Call. Trustees Alverson, Grubb, Bell, Bonnaville. Others Present: Chief Robert Feig, Attorney, Kevin Gentry and Fire Assistant, Anna Fraser.
4. Call to the Public. **None.**
5. Additions to and/or approval of the Agenda. **MOTION BONNVILLE, SECOND ALVERSON TO APPROVE THE AGENDA. VOICE VOTE. MOTION CARRIED.**
6. Closed Session Concerning Real Property.  
**MOTION ALVERSON, SECOND BONNVILLE TO GO INTO CLOSED SESSION CONCERNING REAL PROPERTY DISCUSSION INCLUDING ROBERT FEIG AT 12:02 P.M. ROLL CALL VOTE. AYE: BELL, ALVERSON, GRUBB AND BONNVILLE. NAY: NONE. UNANIMOUS VOTE. MOTION CARRIED.**  
  
**MOTION BONNVILLE, SECOND ALVERSON TO GO OUT OF CLOSED SESSION REGARDING THE POSSIBLE PURCHASE OF REAL PROPERTY INCLUDING ROBERT FEIG AT 12:26 P.M. ROLL CALL VOTE. AYE: BELL, ALVERSON, GRUBB AND BONNVILLE. NAY: NONE. UNANIMOUS VOTE. MOTION CARRIED.**



MOTION BONNVILLE, SECOND ALVERSON TO DIRECT THE ATTORNEY TO COMMUNICATE THE BOARD ON ACCEPTANCE OF THE PROPOSED TERMS PURSUANT TO THE DISCUSSION AND TO ENTER INTO A PURCHASE AGREEMENT REFLECTING THE BOARDS WISHES AND AGREEMENT. ROLL CALL VOTE. AYE: BELL, ALVERSON, GRUBB AND BONNVILLE. NAY: NONE. UNANIMOUS VOTE. MOTION CARRIED.

MOTION BONNVILLE, SECOND ALVERSON TO DIRECT THE CHIEF TO EXPEND THE FUNDS NECESSARY TO ACCOMPLISH THE SURVEY BASED ON THE LOWEST OF THE THREE BIDS OF THE SURVEY. ROLL CALL VOTE. AYE: BELL, ALVERSON, GRUBB AND BONNVILLE. NAY: NONE. UNANIMOUS VOTE. MOTION CARRIED.

MOTION BONNVILLE, SECOND ALVERSON TO DIRECT TRUSTEE ALVERSON TO COMMUNICATE WITH BRIVAR TO BEGIN THE PROCESS OF DUE DILIGENCE AND TO ARRANGE A MEETING BETWEEN BRIVAR AND THE FOWLerville FIRE AUTHORITY BOARD AND TO INITIATE SOIL BORINGS, NOT TO EXCEE \$6,000.00. ROLL CALL VOTE. AYE: BELL, ALVERSON, GRUBB AND BONNVILLE. NAY: NONE. UNANIMOUS VOTE. MOTION CARRIED.

MOTION BONNVILLE, SECOND ALVERSON TO HAVE PAUL HARMON REQUEST THE SPLIT FROM HANDY TOWNSHIP ONCE THE AGREEMENT HAS BEEN SIGNED. ROLL CALL VOTE. AYE: BELL, ALVERSON, GRUBB AND BONNVILLE. NAY: NONE. UNANIMOUS VOTE. MOTION CARRIED.

7. Second Call to the Public. **None.**
8. Members Additional Comments.  
**Chief Feig informed the board that he had some roof work done at station 42. Mr. Johnson, a local contractor, told the chief that the current roof will last approximately 2-3 more years. He replaced the cap for just the cost of materials for \$340.**
9. Adjournment. **MOTION GRUBB, SECOND BONNVILLE TO ADJOURN THE SPECIAL MEETING OF THE FIRE AUTHORITY BOARD 12:33 P.M. VOICE VOTE. MOTION CARRIED.**

The Fowlerville Area Fire Department does not discriminate on the basis of disability in the admission or participation in its programs or activities. Accommodations are available for the assistance of individuals with physical impairments if the fire department is given five days advance notice. Individuals desiring such assistance should contact the Fire Authority Administrative Assistant at 517-223-8561. Agenda's and minutes of the meetings are available at the Fowlerville Fire Department.

"Make Every Week Fire Prevention Week"

**Fowlerville Area Fire Department  
P.O. Box 126  
Fowlerville, MI 48836**

**Fowlerville Area Fire Department Special Meeting Minutes**  
*Monday, April 19, 2021*

**Special Meeting 5:15 P.M.**

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1. Call to Order. **The Fowlerville Area Fire Authority Public Meeting was called to order by Chairperson Bell at 5:15 p.m. at the Fowlerville Fire Department at 200 N. Grand Ave, Fowlerville, Michigan 48836.**
2. Pledge of Allegiance. **Recited.**
3. Roll Call. **Trustees Alverson, Grubb, Bell, Bonnvile. Others Present: Chief Robert Feig, Attorney, Kevin Gentry and Fire Assistant, Anna Fraser.**
4. Call to the Public. **None.**
5. Additions to and/or approval of the Agenda.  
**MOTION BONNVILLE, SECOND ALVERSON APPROVE THE AGENDA AS AMENDED (ADD REAL ESTATE AGREEMENT).**
6. Closed Session Concerning Real Property.  
**MOTION ALVERSON, SECOND BONNVILLE TO GO INTO CLOSED SESSION CONCERNING REAL PROPERTY DISCUSSION INCLUDING ROBERT FEIG AT 5:17 P.M. ROLL CALL VOTE. AYE: ALVERSON, BELL, BONVILLE AND GRUBB. NAY: NONE. UNANIMOUS VOTE. MOTION CARRIED.**

**MOTION ALVERSON, SECOND GRUBB TO GO OUT OF CLOSED SESSION REGARDING THE POSSIBLE PURCHASE OF REAL PROPERTY INCLUDING ROBERT FEIG AT 5:33 P.M. ROLL CALL VOTE. AYE: BONNVILLE, ALVERSON, BELL AND GRUBB. NAY: NONE. UNANIMOUS VOTE. MOTION CARRIED.**



6a. *Real Estate Agreement*

**MOTION ALVERSON, SECOND BONNVILLE TO APPROVE THE REAL ESTATE SALES AGREEMENT THAT WILL HAVE THE AUTHORITY ENTER INTO THE CONTRACT TO PURCHASE THE PROPERTY DESCRIBED THEREIN TO DIRECT THE CHAIRMAN TO EXECUTE THE NECESSARY DOCUMENTS. ROLL CALL VOTE. AYE: BONNVILLE, BELL, ALVERSON AND GRUBB. NAY: NONE. UNANIMOUS VOTE. MOTION CARRIED.**

7. Second Call to the Public. **None.**
8. Members Additional Comments. **None.**
9. Adjournment. **MOTION ALVERSON, SECOND BONNVILLE TO ADJOURN THE SPECIAL MEETING OF THE FIRE AUTHORITY BOARD AT 5:54 P.M. VOICE VOTE. MOTION CARRIED.**

The Fowlerville Area Fire Department does not discriminate on the basis of disability in the admission or participation in its programs or activities. Accommodations are available for the assistance of individuals with physical impairments if the fire department is given five days advance notice. Individuals desiring such assistance should contact the Fire Authority Administrative Assistant at 517-223-8561. Agenda's and minutes of the meetings are available at the Fowlerville Fire Department.

# Fowlerville Area Fire Authority

## Budget Workshop-2021/2022

GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 AMENDED BUDGET	2020-21 ACTIVITY THRU 06/30/21	2020-21 PROJECTED ACTIVITY	2021-22 REQUESTED BUDGET
<b>Fund 206 - Fire Fund</b>						
<b>ESTIMATED REVENUES</b>						
Dept 000 - Revenues						
206-000-402.000	Current Real Property Taxes	944,304	1,170,000	1,139,608	1,170,000	1,200,000
206-000-402.001	Tax Refunds	(1,183)	(5,000)		(5,000)	(5,000)
206-000-403.003	Delinquent Taxes After Year End	632	500	45	500	500
206-000-406.000	In Lieu of Tax Service Charge	666	675	675	675	685
206-000-410.001	Current Personal PropTax Replacement Re	39,939	25,000	37,672	37,672	25,000
206-000-505.000	Grant-2021 Development Project-Trauma				8,000	
206-000-506.000	Grant-2021 Development Project-PARES				8,000	
206-000-528.001	Other Federal Grants-FRHPPP			12,550	12,550	
206-000-528.002	Other Federal Grants-PSPHPR			19,208	23,000	
206-000-539.000	State-Volunteer Fire Assistance Grant	4,577			875	
206-000-628.000	Misc	86	500	54	100	100
206-000-630.000	Fire Reports	40	20	10	20	20
206-000-632.000	Fire Runs	1,572	3,000	920	1,000	1,500
206-000-665.000	Interest & Dividends	46,068	25,000	2,753	3,600	4,100
206-000-673.000	Sale Of Fixed Assets	2,276				
206-000-676.206	Fire Refunds and Reimbursements	7,396	5,000	2,171	5,000	5,000
206-000-699.393	Transfer From-Equipment Reserve		200,000		200,000	
<b>TOTAL ESTIMATED REVENUES</b>		<b>1,046,373</b>	<b>1,424,695</b>	<b>1,215,666</b>	<b>1,465,992</b>	<b>1,231,905</b>



GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 AMENDED BUDGET	2020-21 ACTIVITY THRU 06/30/21	2020-21 PROJECTED ACTIVITY	2021-22 REQUESTED BUDGET
<b>APPROPRIATIONS</b>						
Dept 336 - Fire Department						
206-336-702.000	Salaries & Wages	41,656	35,000	3,802	5,500	
206-336-702.001	Fire Chief-Full Time	34,467	65,000	50,033	65,000	70,000
206-336-703.000	Salaries/Volunteer Pay	100,812	112,090	104,435	150,000	175,000
206-336-703.001	Part Time Assistant	8,631	23,000	15,167	23,000	
206-336-703.002	Fire Clerk	3,300	3,000	2,400	3,000	
206-336-704.000	Permanent Part Time	50,535	54,007	35,905	54,000	55,000
206-336-705.000	First Responder Hazard Pay			13,550	13,550	
206-336-706.000	Fire Training					12,000
206-336-715.000	Employer Share Fica	18,314	22,415	17,968	24,025	23,868
206-336-716.000	Health Insurance Opt Out		6,000	4,750	6,000	6,000
206-336-718.000	Employee Accident Ins.	1,893	2,500	1,735	2,500	2,500
206-336-720.000	Work Comp	12,490	14,000	16,881	17,000	18,000
206-336-723.000	Employee Assistance Program (EAP)		2,000		2,000	2,000
206-336-724.000	Car Allowance		6,000	4,750	6,000	6,000
206-336-727.000	Office Supplies	1,157	3,000	799	3,000	3,000
206-336-727.001	Infectious Disease Supplies-COVID				5,000	5,000
206-336-728.000	Postage	273	325	189	325	325
206-336-731.000	Uniforms	4,124	3,000	1,341	5,000	5,000
206-336-735.000	Ppe/Scba's	20,507	23,000	23,945	23,000	25,000
206-336-740.000	Operating Supplies	12,702	10,000	7,098	13,000	13,000
206-336-740.001	Gas/Deisel	5,628	7,000	3,052	6,000	7,000
206-336-740.003	Equipment-Fed Volunteer Fire Asst Grants				875	
206-336-741.000	2021 Development Project-Trauma				8,000	
206-336-742.000	2021 Development Project-PARES				8,000	
206-336-750.000	Educ/Train Supp	3,455	7,500	6,344	7,500	7,500
206-336-803.000	Exams And Vaccinations	6,118	12,000	9,704	12,000	12,000
206-336-805.000	C/S A/R Management	177	1,000	90	1,000	1,000
206-336-807.000	Audit-Contracted Services	4,092	4,400	4,278	4,300	4,500
206-336-810.000	Snow Removal/Lot Maintenance	3,815	4,400		4,400	4,600



GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 AMENDED BUDGET	2020-21 ACTIVITY THRU 06/30/21	2020-21 PROJECTED ACTIVITY	2021-22 REQUESTED BUDGET
206-336-811.000	Contracted Services	11,438	10,000	7,186	10,000	12,000
206-336-812.000	Copier Maintenance	1,966	2,300	1,451	2,000	2,300
206-336-813.000	Fire Extinguishers	631	700	670	700	750
206-336-815.000	Internet Services	827	950	689	850	950
206-336-826.000	Legal	3,970	4,000	2,650	4,000	4,200
206-336-852.000	Telephones	5,909	5,500	4,328	6,000	6,200
206-336-852.001	Pagers		3,500	1,610	2,000	3,500
206-336-852.002	Cellular Phones	456	700	470	700	800
206-336-900.000	Publishing & Advertising	396	300	163	300	300
206-336-910.001	Bldg./Umbrella/Vehicle Ins.	25,770	27,500	26,748	27,500	28,500
206-336-921.000	Electricity	8,625	9,000	7,044	9,000	9,200
206-336-922.000	Gas	5,720	6,500	6,092	6,500	6,700
206-336-923.000	Rubbish	777	1,000	687	1,000	1,000
206-336-924.000	Water	932	980	699	980	1,000
206-336-931.000	Radios	694	10,000		10,000	10,000
206-336-932.000	Apparatus Repair	37,676	60,000	10,607	50,000	40,000
206-336-933.000	Equipment	10,485	21,000	5,987	21,000	23,000
206-336-934.000	Building Maintenance	5,191	6,200	3,436	6,200	6,200
206-336-957.000	Mileage	275	1,000			
206-336-958.000	Dues/Memberships	4,305	9,000	485	5,000	5,000
206-336-975.000	Land Aquisition	13,000			230,000	
206-336-977.000	Capital Outlay	198,878	600,000	584,367	600,000	30,000
206-336-999.001	Transfer-Building Reserve		110,000		110,000	110,000
206-336-999.007	Transfer-Equipment Reserve		200,000		200,000	200,000
206-336-999.101	Transfer-Admin Transfer	15,000	15,300	11,475	15,300	10,000
206-336-999.337	Transfer-Admin Assistant-Job Share					43,183
<b>TOTAL APPROPRIATIONS</b>		<b>687,067</b>	<b>1,526,067</b>	<b>1,005,060</b>	<b>1,792,005</b>	<b>1,013,076</b>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 206</b>		<b>359,306</b>	<b>(101,372)</b>	<b>210,606</b>	<b>(326,013)</b>	<b>218,829</b>
<b>BEGINNING FUND BALANCE</b>		<b>1,318,701</b>	<b>1,678,007</b>	<b>1,678,007</b>	<b>1,678,007</b>	<b>1,351,994</b>
<b>ENDING FUND BALANCE</b>		<b>1,678,007</b>	<b>1,576,635</b>	<b>1,888,613</b>	<b>1,351,994</b>	<b>1,570,823</b>



## **Fire Budget Analysis to 6/30/2022**

### **Analysis of Cash Available for a New or Renovated Building**

Fund Balances (Undesignated) -	\$1,678,007
Building Reserve -	\$1,080,000
2020-2021 Transfer to Building Reserve -	\$110,000
Estimated Projected Use of Fund Balance Through June 2021 -	-\$107,000
	<hr/>
	\$2,761,007
Amount need for Cash Flow -	-\$500,000 *
	<hr/>
	\$2,261,007
Total	<b>\$2,261,007</b>

\*No taxes come in until mid fiscal year.

## **Estimated Fire Cash Analysis to 6/30/2022**

Cash Available -	\$3,253,415
Assigned for Future -	\$81,372
Estimated Projected Use of Fund Balance Through June 2022 -	-\$107,000
Account Receivable/Interfunds -	\$29,441
Leave In Equipment Reserve -	-\$500,000
Save for Cash Flow -	-\$500,000
	<hr/>
	\$2,257,228
Total	<b>\$2,257,228</b>

User: JAMIE

DB: Fowlerville Fire

PERIOD ENDING 03/31/2021

		2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	
GL NUMBER	DESCRIPTION	AMENDED BUDGET	03/31/2021	MONTH 03/31/2021	BALANCE	% BDGT
			NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	USED
Fund 206 - Fire Fund						
Revenues						
Dept 000 - Revenues						
206-000-402.000	Current Real Property Taxes	1,170,000.00	1,113,733.60	162,227.86	56,266.40	95.19
206-000-402.001	Tax Refunds	(5,000.00)	0.00	0.00	(5,000.00)	0.00
206-000-403.003	Delinquent Taxes After Year End	500.00	44.71	0.00	455.29	8.94
206-000-406.000	In Lieu of Tax Service Charge	675.00	675.44	0.00	(0.44)	100.07
206-000-410.001	Current Personal PropTax Replacement Rev	25,000.00	37,671.69	37,671.69	(12,671.69)	150.69
206-000-505.000	Grant-2021 Development Project-Trauma	0.00	0.00	0.00	0.00	0.00
206-000-506.000	Grant-2021 Development Project-PARES	0.00	0.00	0.00	0.00	0.00
206-000-528.001	Other Federal Grants-FRHPPP	0.00	12,550.00	0.00	(12,550.00)	100.00
206-000-528.002	Other Federal Grants-PSPHPR	0.00	19,208.00	0.00	(19,208.00)	100.00
206-000-539.000	State-Volunteer Fire Assistance Grant	0.00	0.00	0.00	0.00	0.00
206-000-628.000	Misc	500.00	60.81	0.00	439.19	12.16
206-000-630.000	Fire Reports	20.00	10.00	2.00	10.00	50.00
206-000-632.000	Fire Runs	3,000.00	920.00	770.00	2,080.00	30.67
206-000-665.000	Interest & Dividends	25,000.00	2,753.24	0.00	22,246.76	11.01
206-000-673.000	Sale Of Fixed Assets	0.00	0.00	0.00	0.00	0.00
206-000-674.000	Contributions & Donations	0.00	0.00	0.00	0.00	0.00
206-000-676.206	Fire Refunds and Reimbursements	5,000.00	2,171.00	0.00	2,829.00	43.42
206-000-678.000	Insurance Claim	0.00	0.00	0.00	0.00	0.00
206-000-697.390	Prior Year Adjustment	0.00	0.00	0.00	0.00	0.00
206-000-699.393	Transfer From-Equipment Reserve	200,000.00	0.00	0.00	200,000.00	0.00
Total Dept 000 - Revenues		1,424,695.00	1,189,798.49	200,671.55	234,896.51	83.51
TOTAL REVENUES		1,424,695.00	1,189,798.49	200,671.55	234,896.51	83.51
Expenditures						
Dept 336 - Fire Department						
206-336-702.000	Salaries & Wages	35,000.00	3,381.90	420.51	31,618.10	9.66
206-336-702.001	Fire Chief-Full Time	65,000.00	44,766.67	5,266.66	20,233.33	68.87
206-336-703.000	Salaries/Volunteer Pay	112,090.00	88,976.91	12,076.31	23,113.09	79.38
206-336-703.001	Part Time Assistant	23,000.00	13,512.01	1,609.34	9,487.99	58.75
206-336-703.002	Fire Clerk	3,000.00	1,800.00	600.00	1,200.00	60.00
206-336-704.000	Permanent Part Time	54,007.00	31,416.88	3,793.53	22,590.12	58.17
206-336-705.000	First Responder Hazard Pay	0.00	13,550.00	0.00	(13,550.00)	100.00
206-336-706.000	Fire Training	0.00	0.00	0.00	0.00	0.00
206-336-715.000	Employer Share Fica	22,415.00	15,757.77	1,894.58	6,657.23	70.30
206-336-716.000	Health Insurance Opt Out	6,000.00	4,250.00	500.00	1,750.00	70.83
206-336-718.000	Employee Accident Ins.	2,500.00	1,735.00	0.00	765.00	69.40
206-336-720.000	Work Comp	14,000.00	16,881.00	0.00	(2,881.00)	120.58
206-336-723.000	Employee Assistance Program (EAP)	2,000.00	0.00	0.00	2,000.00	0.00
206-336-724.000	Car Allowance	6,000.00	4,250.00	500.00	1,750.00	70.83
206-336-727.000	Office Supplies	3,000.00	799.46	60.21	2,200.54	26.65
206-336-727.001	Infectious Disease Supplies-COVID	0.00	0.00	0.00	0.00	0.00
206-336-728.000	Postage	325.00	188.69	7.50	136.31	58.06
206-336-731.000	Uniforms	3,000.00	1,340.70	0.00	1,659.30	44.69
206-336-735.000	Ppe/Scba's	23,000.00	20,948.06	27.64	2,051.94	91.08
206-336-740.000	Operating Supplies	10,000.00	6,699.89	645.99	3,300.11	67.00
206-336-740.001	Gas/Deisel	7,000.00	3,982.61	930.91	3,017.39	56.89
206-336-740.003	Equipment-Fed Volunteer Fire Asst Grants	0.00	0.00	0.00	0.00	0.00
206-336-741.000	2021 Development Project-Trauma	0.00	0.00	0.00	0.00	0.00
206-336-742.000	2021 Development Project-PARES	0.00	0.00	0.00	0.00	0.00
206-336-750.000	Educ/Train Supp	7,500.00	6,343.55	961.13	1,156.45	84.58
206-336-803.000	Exams And Vaccinations	12,000.00	9,704.00	0.00	2,296.00	80.87

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DB: Fowlerville Fire

PERIOD ENDING 03/31/2021

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	03/31/2021 NORMAL (ABNORMAL)	MONTH 03/31/2021 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 206 - Fire Fund						
Expenditures						
206-336-805.000	C/S A/R Management	1,000.00	12.50	2.50	987.50	1.25
206-336-807.000	Audit-Contracted Services	4,400.00	4,278.00	0.00	122.00	97.23
206-336-810.000	Snow Removal/Lot Maintenance	4,400.00	0.00	0.00	4,400.00	0.00
206-336-811.000	Contracted Services	10,000.00	5,539.02	287.45	4,460.98	55.39
206-336-812.000	Copier Maintenance	2,300.00	1,335.47	206.65	964.53	58.06
206-336-813.000	Fire Extinguishers	700.00	670.25	0.00	29.75	95.75
206-336-815.000	Internet Services	950.00	620.46	68.94	329.54	65.31
206-336-826.000	Legal	4,000.00	2,000.00	1,300.00	2,000.00	50.00
206-336-852.000	Telephones	5,500.00	4,204.46	509.27	1,295.54	76.44
206-336-852.001	Pagers	3,500.00	1,610.28	0.00	1,889.72	46.01
206-336-852.002	Cellular Phones	700.00	470.01	58.79	229.99	67.14
206-336-900.000	Publishing & Advertising	300.00	57.50	0.00	242.50	19.17
206-336-910.001	Bldg./Umbrella/Vehicle Ins.	27,500.00	26,747.67	0.00	752.33	97.26
206-336-921.000	Electricity	9,000.00	7,043.92	832.94	1,956.08	78.27
206-336-922.000	Gas	6,500.00	4,502.18	1,302.52	1,997.82	69.26
206-336-923.000	Rubbish	1,000.00	582.75	45.00	417.25	58.28
206-336-924.000	Water	980.00	466.00	0.00	514.00	47.55
206-336-931.000	Radios	10,000.00	0.00	0.00	10,000.00	0.00
206-336-932.000	Apparatus Repair	60,000.00	6,116.73	1,081.57	53,883.27	10.19
206-336-933.000	Equipment	21,000.00	4,154.57	0.00	16,845.43	19.78
206-336-934.000	Building Maintenance	6,200.00	3,094.65	0.00	3,105.35	49.91
206-336-957.000	Mileage	1,000.00	0.00	0.00	1,000.00	0.00
206-336-958.000	Dues/Memberships	9,000.00	485.00	0.00	8,515.00	5.39
206-336-975.000	Land Aquisition	0.00	0.00	0.00	0.00	0.00
206-336-977.000	Capital Outlay	600,000.00	579,260.00	0.00	20,740.00	96.54
206-336-999.001	Transfer-Building Reserve	110,000.00	0.00	0.00	110,000.00	0.00
206-336-999.007	Transfer-Equipment Reserve	200,000.00	0.00	0.00	200,000.00	0.00
206-336-999.101	Transfer-Admin Transfer	15,300.00	11,475.00	1,275.00	3,825.00	75.00
206-336-999.337	Transfer-Admin Assistant-Job Share	0.00	0.00	0.00	0.00	0.00
Total Dept 336 - Fire Department		1,526,067.00	955,011.52	36,264.94	571,055.48	62.58
TOTAL EXPENDITURES		1,526,067.00	955,011.52	36,264.94	571,055.48	62.58
Fund 206 - Fire Fund:						
TOTAL REVENUES		1,424,695.00	1,189,798.49	200,671.55	234,896.51	83.51
TOTAL EXPENDITURES		1,526,067.00	955,011.52	36,264.94	571,055.48	62.58
NET OF REVENUES & EXPENDITURES		(101,372.00)	234,786.97	164,406.61	(336,158.97)	231.61

User: JAMIE

DB: Fowlerville Fire

PERIOD ENDING 03/31/2021

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	03/31/2021 NORMAL (ABNORMAL)	MONTH 03/31/2021 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 901 - GASB 34 FUND						
Revenues						
Dept 206 - Fire Fixed Assets/Long Term Debt						
901-206-673.000	Sale Of Fixed Assets	0.00	0.00	0.00	0.00	0.00
901-206-693.000	GAIN ON SALE OF DEPRECIABLE FIXED ASSETS	0.00	0.00	0.00	0.00	0.00
Total Dept 206 - Fire Fixed Assets/Long Term Debt		0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
Expenditures						
Dept 206 - Fire Fixed Assets/Long Term Debt						
901-206-907.000	2002 G.O. Bonds Principal Exp	0.00	0.00	0.00	0.00	0.00
901-206-907.001	Iosco Twp Notes Pay. Principal Exp	0.00	0.00	0.00	0.00	0.00
901-206-968.000	Depreciation Expense	0.00	0.00	0.00	0.00	0.00
901-206-969.001	Loss on Disposed Assets	0.00	0.00	0.00	0.00	0.00
901-206-974.000	Capital Outlay- Land	0.00	0.00	0.00	0.00	0.00
901-206-976.000	Capital Outlay-Buildings	0.00	0.00	0.00	0.00	0.00
901-206-977.000	Capital Outlay- Equipment	0.00	0.00	0.00	0.00	0.00
Total Dept 206 - Fire Fixed Assets/Long Term Debt		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
Fund 901 - GASB 34 FUND:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES - ALL FUNDS		1,424,695.00	1,189,798.49	200,671.55	234,896.51	83.51
TOTAL EXPENDITURES - ALL FUNDS		1,526,067.00	955,011.52	36,264.94	571,055.48	62.58
NET OF REVENUES & EXPENDITURES		(101,372.00)	234,786.97	164,406.61	(336,158.97)	231.61

### Fire Fighter

Brighton	\$16.81
Green Oak	\$20.59
Hamburg	\$18.22
Hartland	\$17.60
Howell	\$23.75
Putnam	\$17.70
Unadilla	\$17.00
NIESA	<u>\$14.00</u>

		<u>\$145.67</u> = per hour w/o Fowlerville
Fowlerville	\$17.81	\$18.21
		<u>\$163.48</u> per hour with Fowlerville
		\$18.17

Suggestion: The above hourly rates will probably increase this year.  
\$19.00 an hour would be the median or a slight increase over 6%.

### Engineer

Brighton	\$19.19
Green Oak	NA
Hamburg	NA
Hartland	NA
Howell	NA
Putnam	\$16.37
Unadilla	\$17.00
NIESA	<u>NA</u>
Average	\$17.52 = per hour w/o Fowlerville
Fowlerville included @ \$18.31	\$17.71 = per hour with Fowlerville

Suggestion: Based upon recommended Fire Fighter increase, the suggested 21 – 22 hourly rate is \$19.45

### Sergeant

Brighton	\$22.97
Green Oak	\$22.12
Hamburg	\$20.05
Hartland	\$19.50
Howell	NA
Putnam*	* \$18.01 + \$1,186 Annual
Unadilla *	* \$17.00 + \$1,296 Annual
NIESA	<u>NA</u>
Average	\$21.16 * Putnam / Unadilla not included
Fowlerville *	\$18.31 + <u>\$41.67 per month or \$500 annual</u>

\* NOT INCLUDED

Suggestion: Based upon recommended Fire Fighter increase, the suggested 21 – 22 hourly rate is \$20.00



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DB: Fowlerville Fire

PERIOD ENDING 03/31/2021

		2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	
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Dept 000 - Revenues						
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206-000-506.000	Grant-2021 Development Project-PARES	0.00	0.00	0.00	0.00	0.00
206-000-528.001	Other Federal Grants-FRHPPP	0.00	12,550.00	0.00	(12,550.00)	100.00
206-000-528.002	Other Federal Grants-PSPHPR	0.00	19,208.00	0.00	(19,208.00)	100.00
206-000-539.000	State-Volunteer Fire Assistance Grant	0.00	0.00	0.00	0.00	0.00
206-000-628.000	Misc	500.00	60.81	0.00	439.19	12.16
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206-000-673.000	Sale Of Fixed Assets	0.00	0.00	0.00	0.00	0.00
206-000-674.000	Contributions & Donations	0.00	0.00	0.00	0.00	0.00
206-000-676.206	Fire Refunds and Reimbursements	5,000.00	2,171.00	0.00	2,829.00	43.42
206-000-678.000	Insurance Claim	0.00	0.00	0.00	0.00	0.00
206-000-697.390	Prior Year Adjustment	0.00	0.00	0.00	0.00	0.00
206-000-699.393	Transfer From-Equipment Reserve	200,000.00	0.00	0.00	200,000.00	0.00
Total Dept 000 - Revenues		1,424,695.00	1,189,798.49	200,671.55	234,896.51	83.51
TOTAL REVENUES		1,424,695.00	1,189,798.49	200,671.55	234,896.51	83.51
Expenditures						
Dept 336 - Fire Department						
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206-336-702.001	Fire Chief-Full Time	65,000.00	44,766.67	5,266.66	20,233.33	68.87
206-336-703.000	Salaries/Volunteer Pay	112,090.00	88,976.91	12,076.31	23,113.09	79.38
206-336-703.001	Part Time Assistant	23,000.00	13,512.01	1,609.34	9,487.99	58.75
206-336-703.002	Fire Clerk	3,000.00	1,800.00	600.00	1,200.00	60.00
206-336-704.000	Permanent Part Time	54,007.00	31,416.88	3,793.53	22,590.12	58.17
206-336-705.000	First Responder Hazard Pay	0.00	13,550.00	0.00	(13,550.00)	100.00
206-336-706.000	Fire Training	0.00	0.00	0.00	0.00	0.00
206-336-715.000	Employer Share Fica	22,415.00	15,757.77	1,894.58	6,657.23	70.30
206-336-716.000	Health Insurance Opt Out	6,000.00	4,250.00	500.00	1,750.00	70.83
206-336-718.000	Employee Accident Ins.	2,500.00	1,735.00	0.00	765.00	69.40
206-336-720.000	Work Comp	14,000.00	16,881.00	0.00	(2,881.00)	120.58
206-336-723.000	Employee Assistance Program (EAP)	2,000.00	0.00	0.00	2,000.00	0.00
206-336-724.000	Car Allowance	6,000.00	4,250.00	500.00	1,750.00	70.83
206-336-727.000	Office Supplies	3,000.00	799.46	60.21	2,200.54	26.65
206-336-727.001	Infectious Disease Supplies-COVID	0.00	0.00	0.00	0.00	0.00
206-336-728.000	Postage	325.00	188.69	7.50	136.31	58.06
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206-336-735.000	Ppe/Scba's	23,000.00	20,948.06	27.64	2,051.94	91.08
206-336-740.000	Operating Supplies	10,000.00	6,699.89	645.99	3,300.11	67.00
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206-336-740.003	Equipment-Fed Volunteer Fire Asst Grants	0.00	0.00	0.00	0.00	0.00
206-336-741.000	2021 Development Project-Trauma	0.00	0.00	0.00	0.00	0.00
206-336-742.000	2021 Development Project-PARES	0.00	0.00	0.00	0.00	0.00
206-336-750.000	Educ/Train Supp	7,500.00	6,343.55	961.13	1,156.45	84.58
206-336-803.000	Exams And Vaccinations	12,000.00	9,704.00	0.00	2,296.00	80.87



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206-336-807.000	Audit-Contracted Services	4,400.00	4,278.00	0.00	122.00	97.23
206-336-810.000	Snow Removal/Lot Maintenance	4,400.00	0.00	0.00	4,400.00	0.00
206-336-811.000	Contracted Services	10,000.00	5,539.02	287.45	4,460.98	55.39
206-336-812.000	Copier Maintenance	2,300.00	1,335.47	206.65	964.53	58.06
206-336-813.000	Fire Extinguishers	700.00	670.25	0.00	29.75	95.75
206-336-815.000	Internet Services	950.00	620.46	68.94	329.54	65.31
206-336-826.000	Legal	4,000.00	2,000.00	1,300.00	2,000.00	50.00
206-336-852.000	Telephones	5,500.00	4,204.46	509.27	1,295.54	76.44
206-336-852.001	Pagers	3,500.00	1,610.28	0.00	1,889.72	46.01
206-336-852.002	Cellular Phones	700.00	470.01	58.79	229.99	67.14
206-336-900.000	Publishing & Advertising	300.00	57.50	0.00	242.50	19.17
206-336-910.001	Bldg./Umbrella/Vehicle Ins.	27,500.00	26,747.67	0.00	752.33	97.26
206-336-921.000	Electricity	9,000.00	7,043.92	832.94	1,956.08	78.27
206-336-922.000	Gas	6,500.00	4,502.18	1,302.52	1,997.82	69.26
206-336-923.000	Rubbish	1,000.00	582.75	45.00	417.25	58.28
206-336-924.000	Water	980.00	466.00	0.00	514.00	47.55
206-336-931.000	Radios	10,000.00	0.00	0.00	10,000.00	0.00
206-336-932.000	Apparatus Repair	60,000.00	6,116.73	1,081.57	53,883.27	10.19
206-336-933.000	Equipment	21,000.00	4,154.57	0.00	16,845.43	19.78
206-336-934.000	Building Maintenance	6,200.00	3,094.65	0.00	3,105.35	49.91
206-336-957.000	Mileage	1,000.00	0.00	0.00	1,000.00	0.00
206-336-958.000	Dues/Memberships	9,000.00	485.00	0.00	8,515.00	5.39
206-336-975.000	Land Aquisition	0.00	0.00	0.00	0.00	0.00
206-336-977.000	Capital Outlay	600,000.00	579,260.00	0.00	20,740.00	96.54
206-336-999.001	Transfer-Building Reserve	110,000.00	0.00	0.00	110,000.00	0.00
206-336-999.007	Transfer-Equipment Reserve	200,000.00	0.00	0.00	200,000.00	0.00
206-336-999.101	Transfer-Admin Transfer	15,300.00	11,475.00	1,275.00	3,825.00	75.00
206-336-999.337	Transfer-Admin Assistant-Job Share	0.00	0.00	0.00	0.00	0.00
Total Dept 336 - Fire Department		1,526,067.00	955,011.52	36,264.94	571,055.48	62.58
TOTAL EXPENDITURES		1,526,067.00	955,011.52	36,264.94	571,055.48	62.58
Fund 206 - Fire Fund:						
TOTAL REVENUES		1,424,695.00	1,189,798.49	200,671.55	234,896.51	83.51
TOTAL EXPENDITURES		1,526,067.00	955,011.52	36,264.94	571,055.48	62.58
NET OF REVENUES & EXPENDITURES		(101,372.00)	234,786.97	164,406.61	(336,158.97)	231.61

User: JAMIE

DB: Fowlerville Fire

PERIOD ENDING 03/31/2021

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	03/31/2021 NORMAL (ABNORMAL)	MONTH 03/31/2021 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 901 - GASB 34 FUND						
Revenues						
Dept 206 - Fire Fixed Assets/Long Term Debt						
901-206-673.000	Sale Of Fixed Assets	0.00	0.00	0.00	0.00	0.00
901-206-693.000	GAIN ON SALE OF DEPRECIABLE FIXED ASSETS	0.00	0.00	0.00	0.00	0.00
Total Dept 206 - Fire Fixed Assets/Long Term Debt		0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
Expenditures						
Dept 206 - Fire Fixed Assets/Long Term Debt						
901-206-907.000	2002 G.O. Bonds Principal Exp	0.00	0.00	0.00	0.00	0.00
901-206-907.001	Iosco Twp Notes Pay. Principal Exp	0.00	0.00	0.00	0.00	0.00
901-206-968.000	Depreciation Expense	0.00	0.00	0.00	0.00	0.00
901-206-969.001	Loss on Disposed Assets	0.00	0.00	0.00	0.00	0.00
901-206-974.000	Capital Outlay- Land	0.00	0.00	0.00	0.00	0.00
901-206-976.000	Capital Outlay-Buildings	0.00	0.00	0.00	0.00	0.00
901-206-977.000	Capital Outlay- Equipment	0.00	0.00	0.00	0.00	0.00
Total Dept 206 - Fire Fixed Assets/Long Term Debt		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
Fund 901 - GASB 34 FUND:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES - ALL FUNDS		1,424,695.00	1,189,798.49	200,671.55	234,896.51	83.51
TOTAL EXPENDITURES - ALL FUNDS		1,526,067.00	955,011.52	36,264.94	571,055.48	62.58
NET OF REVENUES & EXPENDITURES		(101,372.00)	234,786.97	164,406.61	(336,158.97)	231.61

### Lieutenant

Brighton	\$24.59
Green Oak	\$23.62
Hamburg	\$22.06
Hartland	\$21.00
Howell	\$25.60
Putnam	\$19.08
Unadilla	* \$17.00 + 108 per month or \$1296 Annual
NIESA	* <u>\$14.00 + \$47.50 per month</u>
	\$22.66 for 5 Departments
Fowlerville	* \$20.09 + \$55.65 per month or \$570 Annual
Average for 5 departments	\$22.66
* Not included in Average	

Suggestion: Based upon recommended Fire Fighter increase, the suggested 21 -22 hourly rate is \$21.30

## Captain

Brighton	\$27.46
Green Oak	\$26.67
Hamburg	\$24.53
Hartland	\$23.00
Howell	\$27.51
Putnam	\$19.64
Unadilla	*\$17.00 + \$150.00 Mo.
NIESA	<u>*\$14.00 + \$91.66 Mo.</u>
	\$24.80 For 6 Departments
Fowlerville	\$22.40 + \$78.26 Mo.

Suggestion: Based upon recommended Fire Fighter increase, the suggested 21 -22 hourly is \$23.75.

### Assistant Chief

Brighton	\$62,732
Green Oak	* NA
Hamburg	* NA
Hartland	* \$24.50
Howell	\$61,276
Putnam	*\$20.53 + \$392 per month
Unadilla	* \$3000 + calls
NIESA	<u>* NA</u>
	\$62,004 Average of 2 departments
Fowlerville	* \$24.00 + dayshift

\* Not included in averages.

Suggestion: Based upon recommended Fire Fighter increase, the suggested 21 -22 hourly rate is \$25.50

## 2021- 2022 Salary Compensation

<u>Department</u>	<u>Chief</u>
Brighton	\$118,130
Green Oak	\$98,092
Hamburg	\$96,350
Hartland	\$93,056
Howell	\$94,993
Putnam	\$78,000
Unadilla	NA
NIESA	<u>\$75,000</u>
	$\$653,621 \div 7 = \$93,374$ w/o Fowlerville
Fowlerville	\$63,200
	$\$716,821 \div 8 = \$89,603$ with Fowlerville

Suggestion: The above salaries will probably increase this year. A 6.25% will make the 21-22 Chief salary at \$67,150. A salary increase would be dependent on a satisfactory or above satisfactory evaluation.

However, due to the comparisons, the Board may want to do more.

{Proposed} 2021 Wage

Firefighter- No training- Probationary	12.00
Firefighter- FF1 and FF2 trained with all FEMA requirements	13.00
Firefighter- EMR or higher Medical License-	14.00
Firefighter- Orientation Packet-	15.00
Firefighter- Training Complete W/ Final Probation Period	17.50
Firefighter- Certified with all requirements, off probation.	19.00
Engineer-	19.45
Sergeant-	20.00
Lieutenant-	21.30
Captain-	23.75
Assistant Chief-	25.50
Medical Officer I/C -	20.00
Administrative Assistant-	20.00

Dayshift Rate-	19.00
Training / Meetings	19:00

Discontinue Stipend for Sergeant, Lieutenant and Captain.

Make training and meeting wage equal to Fully Qualified Firefighter rate.

Firefighter rate while in training/probation period will be at their level of training.





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## *Fowlerville Area Fire Department*

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P.O Box 126  
200 N. Grand Ave  
Fowlerville, Michigan 48836

Phone: 517.223.8561  
Fax: 517.223.1404  
[www.fowlervillefd.com](http://www.fowlervillefd.com)

### Memorandum

Date: April 22, 2021

To: Conway Township Board  
Handy Township Board  
Iosco Township Board  
Village of Fowlerville Council

From: Fowlerville Fire Authority

Re: Tentative offer to purchase property

The Fowlerville Fire Authority has a tentative offer to purchase approximately 5.7 acres from the Fowlerville United Brethren Church on W. Grand River. The property is approximately 315 feet west of Gregory Road, beginning at the county drain and going west on Grand River to the old farmhouse. Geographically, the property is almost perfectly centered width-wise in Handy Township and length-wise when considering Conway and Iosco Townships.

It has been recommended that two or more acres will be needed for a new fire hall. The proposed site will also allow for future expansion and training. It was crucial to the fire board to be north of the railroad tracks due to unexpected train delays or blocked crossings.

The fire authority has hired Brivar Construction, who will have 90 days to complete due diligence for the property site. This will allow time to perform a survey and to assess soil borings, wetlands, flood plain, property split, appropriate zoning, etc. A 30-day extension will be granted if needed. After the crucial elements of the due diligence are agreed to be satisfactory, the final closing on the property will take place. The price per acre is \$38,000.

If you have any questions, please contact your fire board representative.

Bill Grubb, Conway Township  
Ed Alverson, Handy Township  
Amanda Bonnville, Iosco Township  
Jerry Bell, Village of Fowlerville



## Recreation Meeting

Date: 4-14-2021

Name: Wendy Hillier - office

Name: Mike Stock - Conway

Name: Jason Atkinson - Ioseo

Name: Laurie Eisle - Henday

Name: Trisha Reed - School Board

Name: Katherine Heath - Village

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

# Fowlerville Recreation

7677 Sharpe Road  
Fowlerville, MI 48836  
(517)223-6481

April 14, 2021      7:00 pm      Recreation Office

## Agenda:

1.      Members present
2.      Current Program(s)
  - a.    Soccer -4 peewee, 8 minor, 4 major
  - b.    Travel Soccer –1-BU10, 1- BU11, 1- BU13, 1-BU15, 1-GU11, and 1-BHS.
  - c.    Baseball/softball – peewee, and minor will begin the end of May, 4-GU8, 2-GU10, 2- GU12, 1-GU14, 2-BU10, 2-BU12, 2 BU14
  - d.    Track –working to see if dates will work out
  - e.    Camps- cannot run until after July 1st
  - f.    Cheerleading and Football–registration will be in May
3.      Old Business
4.      New Business

Next Meeting  
May 12<sup>th</sup> and June 9<sup>th</sup>

# FOWLerville RECREATION

7677 W. Sharpe Road  
Fowlerville, Michigan 48836  
(517) 223-6481

Minutes from April 14, 2021

**Members present:** Mike Stock, Laura Eisele, Jason Atkinson, Kathryn Heath, and Trisha Reed

**Members absent:** Lauri Coe, Jill Curd and Tom Clapp

**Staff present:** Wendy Hillier

**Public present:** None

## **Current Programs:**

Soccer has started for both in-house and travel teams

Baseball/Softball – travel teams have started for baseball, Softball will begin in May and in-house will begin the end of May.

Track sign up-will start this month

Camps-Once we figure out dates we will start to do registrations

Cheer and Football sign ups-Will be in May

## **Old Business:**

None

## **New Business:**

We do have to Covid test players 13 years old to 19 years old. Recreation has been doing this with the High School, and this is going good.

Mask-Wendy sends out mask rules and updates as they change.

## **Next Meeting:**

**May 12<sup>h</sup>, and June 9<sup>th</sup>**

Thank you,  
Wendy Hillier

Fowlerville  
Select by Account Report  
Fiscal Year: 2020 to 2021

Rpt 110

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Account	Description	Resp	FC	YTD Budget	YTD Actual	YTD Encum	Req Res	Rem. Bal	Last Actual
20 181 0000 970 000 0000	RECREATION	REC	M	(\$168,080.00)	(\$66,939.56)	\$0.00	\$0.00	(\$101,140.44)	(\$93,564.79)
20 181 0000 971 000 0000	RECREATION REV-FIRST HALF	REC	M	\$0.00	(\$41,319.60)	\$0.00	\$0.00	\$41,319.60	(\$41,884.16)
20 611 5002 000 000 0000	REC REV GF TRF FOR UAAL RETIRE	REC	M	(\$5,748.00)	(\$6,389.00)	\$0.00	\$0.00	\$641.00	(\$6,389.74)
21 261 3410 000 000 9700	CELL PHONE/REC	REC	M	\$360.00	\$360.00	\$0.00	\$0.00	\$0.00	\$180.00
21 261 3830 000 000 9700	WATER&SEWER/REC	REC	M	\$225.00	\$120.99	\$0.00	\$0.00	\$104.01	\$189.34
21 261 5510 000 000 9700	GAS/450 N HIBBARD/REC	REC	M	\$550.00	\$361.83	\$0.00	\$0.00	\$188.17	\$467.61
21 261 5520 000 000 9700	ELEC/450 N HIBBARD/REC	REC	M	\$525.00	\$452.93	\$0.00	\$0.00	\$72.07	\$603.54
21 261 5521 000 000 9700	ELEC/SCHOOL GYMS/REC	REC	M	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$0.00
21 261 5990 000 000 9700	FIELD MAINT SUPPL/REC	REC	M	\$2,485.00	\$0.00	\$0.00	\$0.00	\$2,485.00	\$0.00
21 321 1170 000 000 9700	SAL RECREATION DIR	REC	M	\$48,325.00	\$28,036.74	\$11,028.04	\$0.00	\$9,260.22	\$47,377.00
21 321 1560 000 000 9700	SAL OTHER STAFF/REC	REC	M	\$33,876.00	\$367.50	\$0.00	\$0.00	\$33,508.50	\$16,612.40
21 321 1625 000 000 9700	ASSIST TO DIR/REC	REC	M	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
21 321 1761 000 000 9700	SICK LEAVE PAY/REC	REC	M	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$300.00
21 321 1960 000 000 9710	CUSTODIAL OVT/REC	REC	M	\$2,800.00	\$0.00	\$0.00	\$0.00	\$2,800.00	\$1,666.45
21 321 1962 000 000 9712	SAL FIELD MAINT/REC	REC	M	\$2,040.00	\$0.00	\$0.00	\$0.00	\$2,040.00	\$0.00
21 321 2110 000 000 9700	LIFE INSURANCE/REC	REC	M	\$55.00	\$38.70	\$21.50	\$0.00	(\$5.20)	\$51.60
21 321 2120 000 000 9700	LONG TERM DISABILITY	REC	M	\$360.00	\$215.52	\$120.20	\$0.00	\$24.28	\$283.86
21 321 2130 000 000 9700	MESSA HLTH/REC	REC	M	\$14,200.00	\$10,812.90	\$6,137.90	\$0.00	(\$2,750.80)	\$14,120.52
21 321 2140 000 000 9700	DENTAL/REC	REC	M	\$1,600.00	\$754.74	\$419.30	\$0.00	\$425.96	\$873.30
21 321 2150 000 000 9700	VISION/REC	REC	M	\$330.00	\$117.75	\$66.65	\$0.00	\$145.60	\$144.48
21 321 2820 000 000 9700	RETIREMENT/REC	REC	M	\$17,140.00	\$7,845.83	\$3,111.01	\$0.00	\$6,183.16	\$13,571.82
21 321 2820 000 000 9710	RETIRE CUSTODIAN/REC	REC	M	\$784.00	\$0.00	\$0.00	\$0.00	\$784.00	\$329.95
21 321 2820 000 000 9712	RETIRE FLD MAINT/REC	REC	M	\$571.00	\$0.00	\$0.00	\$0.00	\$571.00	\$0.00
21 321 2829 000 000 9700	UAAL RETIREMENT/REC	REC	M	\$0.00	\$4,232.93	\$992.52	\$0.00	(\$5,225.45)	\$6,389.74
21 321 2829 000 000 9710	UAAL RETIRE CUSTODIAN/REC	REC	M	\$5,717.00	\$0.00	\$0.00	\$0.00	\$5,717.00	\$0.00
21 321 2829 000 000 9712	UAAL RETIRE FLD MAINT/REC	REC	M	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
21 321 2830 000 000 9700	FICA/RECREATION	REC	M	\$5,886.00	\$1,936.08	\$843.65	\$0.00	\$3,106.27	\$4,399.93
21 321 2830 000 000 9710	FICA CUSTODIAN/REC	REC	M	\$214.00	\$0.00	\$0.00	\$0.00	\$214.00	\$101.52
21 321 2830 000 000 9712	FICA FLD MAINT/REC	REC	M	\$156.00	\$0.00	\$0.00	\$0.00	\$156.00	\$0.00
21 321 2840 000 000 9700	W/C-REC	REC	M	\$1,100.00	\$280.41	\$0.00	\$0.00	\$819.59	\$749.99
21 321 2840 000 000 9710	W/C CUSTODIAN/REC	REC	M	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
21 321 2840 000 000 9712	W/C FLD MAINT/REC	REC	M	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
21 321 3190 000 000 9700	MISC CONTRACTED/REC	REC	M	\$6,640.00	\$575.00	\$2,530.00	\$0.00	\$3,535.00	\$1,700.00
21 321 3192 000 000 9700	C/S ASSIST SUPERV/REC	REC	M	\$24,767.00	\$10,912.83	\$0.00	\$0.00	\$13,854.17	\$21,559.32
21 321 3194 000 000 9700	CONTRACTED OFFICIALS	REC	M	\$9,700.00	\$0.00	\$0.00	\$0.00	\$9,700.00	\$9,480.00
21 321 3195 000 000 9700	CONTR'D INSTRUCTOR/REC	REC	M	\$1,112.00	\$300.00	\$0.00	\$0.00	\$812.00	\$2,000.00
21 321 3430 000 000 9700	POSTAGE/REC	REC	M	\$400.00	\$47.00	\$0.00	\$0.00	\$353.00	\$203.10
21 321 3510 000 000 9700	ADVERTISING/REC	REC	M	\$150.00	\$0.00	\$0.00	\$0.00	\$150.00	\$0.00
21 321 4120 000 000 9700	EQUIP REPAIR/REC	REC	M	\$700.00	\$0.00	\$0.00	\$0.00	\$700.00	\$0.00

**Fowlerville**  
**Select by Account Report**  
**Fiscal Year: 2020 to 2021**

Account	Description	Resp	FC	YTD Budget	YTD Actual	YTD Encum	Req Res	Rem. Bal	Last Actual
21 321 5910 000 000 9700	OFFICE SUPPL/REC	REC	M	\$1,000.00	\$39.96	\$96.00	\$0.00	\$864.04	\$982.96
21 321 5911 000 000 9700	COMPUTER SUPPL/REC	REC	M	\$300.00	\$0.00	\$0.00	\$0.00	\$300.00	\$122.85
21 321 5990 000 000 9700	OTHER SUPPLIES/REC	REC	M	\$11,000.00	\$0.00	\$4,300.00	\$0.00	\$6,700.00	\$5,866.37
21 321 5991 000 000 9700	CONCESSION SUPPL/REC	REC	M	\$6,500.00	\$0.00	\$0.00	\$0.00	\$6,500.00	\$7,736.27
21 321 5993 000 000 9700	PROGRAM UNIFORMS/REC	REC	M	\$42,836.00	\$13,186.70	\$15,247.50	\$0.00	\$14,401.80	\$29,292.21
21 321 5994 000 000 9700	PROGRAM EQUIP/REC	REC	M	\$21,462.00	\$5,882.05	\$2,309.21	\$0.00	\$13,270.74	\$17,610.56
21 321 7410 000 000 9700	DUES & FEES/REC	REC	M	\$14,131.00	\$4,010.00	\$600.00	\$800.00	\$8,721.00	\$13,167.90
21 321 7910 000 000 9700	RECREATION REFUNDS	REC	M	\$5,000.00	\$54,715.00	\$150.00	\$0.00	(\$49,865.00)	\$3,370.00
21 321 8222 000 000 9700	COPY MACH LEASE/REC	REC	M	\$500.00	\$82.53	\$317.47	\$0.00	\$100.00	\$275.41
21 611 8110 000 000 0000	TRF TO GF FOR ADMIN FEE	REC	M	\$5,625.00	\$0.00	\$0.00	\$0.00	\$5,625.00	\$0.00
No. of Records = 49				\$118,294.00	\$31,037.76	\$48,290.95	\$800.00	\$38,165.29	\$79,941.31

4/14/2021 10:23AM

Fowlerville  
Account Detail Report  
Summary  
Trans Date After 3/1/2021

Rpt 255

Page 1 of 1

ST	Trans #	Date	Posted	Description	Vendor	Vendor Name	PO #	Inv #	Check #	Amount
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20-181-0000-970-000-0000 RECREATION

YTD Actual (\$66,939.56) YTD Bud. (\$168,080.00) YTD Enc. \$0.00

ER	031655	3/3/2021	3/15/2021	REC REVENUE						\$ (730.00)
ER	031668	3/4/2021	3/23/2021	REC REVENUE						\$ (1,620.00)
ER	31668B	3/4/2021	4/1/2021	REC REVENUE CORRECTION						\$ 18.00
ER	031674	3/5/2021	3/23/2021	REC REV/PAYMENTECH						\$ (348.87)
ER	031678	3/10/2021	3/23/2021	REC REVENUE						\$ (1,315.00)
ER	031687	3/12/2021	3/23/2021	REC REV/PAYMENTECH						\$ (836.50)
EJ	030015	3/15/2021	3/31/2021	TRF REC REVENUE						\$ 400.00
ER	031697	3/18/2021	3/29/2021	REC REVENUE						\$ (3,280.00)
ER	031704	3/19/2021	3/29/2021	REC REV/PAYMENTECH						\$ (264.29)
ER	031716	3/25/2021	3/29/2021	REC REVENUE						\$ (5,992.50)
ER	031722	3/31/2021	4/1/2021	REC REV/PAYMENTECH						\$ (337.00)
A		4/7/2021	4/8/2021	AMBER MELLOR	MSC01	RECREATION REFUND		REPLACES CK#073213	040295	\$ 70.00

Number of records: 12 20-181-0000-970-000-0000 Total (\$14,236.16)

Total Number of records: 12 Report Total (\$14,236.16)

[illegible]



[illegible]

[illegible]

EXPENSES TO THE VILLAGE AND TOWNSHIPS  
JULY 1, 2020 THROUGH FEBRUARY 28, 2021

EXPENSES:	\$145,685.92
REVENUES:	\$114,648.16
TOTAL DUE:	\$ 31,037.76

**Conway Township**      **\$ 7,759.44**  
25% X \$31,037.76

**Handy Township**      **\$12,725.48**  
41%% X \$31,037.76

**Iosco Township**      **\$ 4,345.29**  
14% X \$31,037.76

**Cohoctah Township**      **\$ 1,551.89**  
5%X \$31,037.76

**Village of Fowlerville**      **\$ 4,655.66**  
15% X \$31,037.76

TOTAL	\$31,037.76
-------	-------------

**THIS IS NOT A BILL**

**LIVINGSTON COUNTY SHERIFF'S OFFICE**  
**CONWAY TOWNSHIP APRIL 2021**

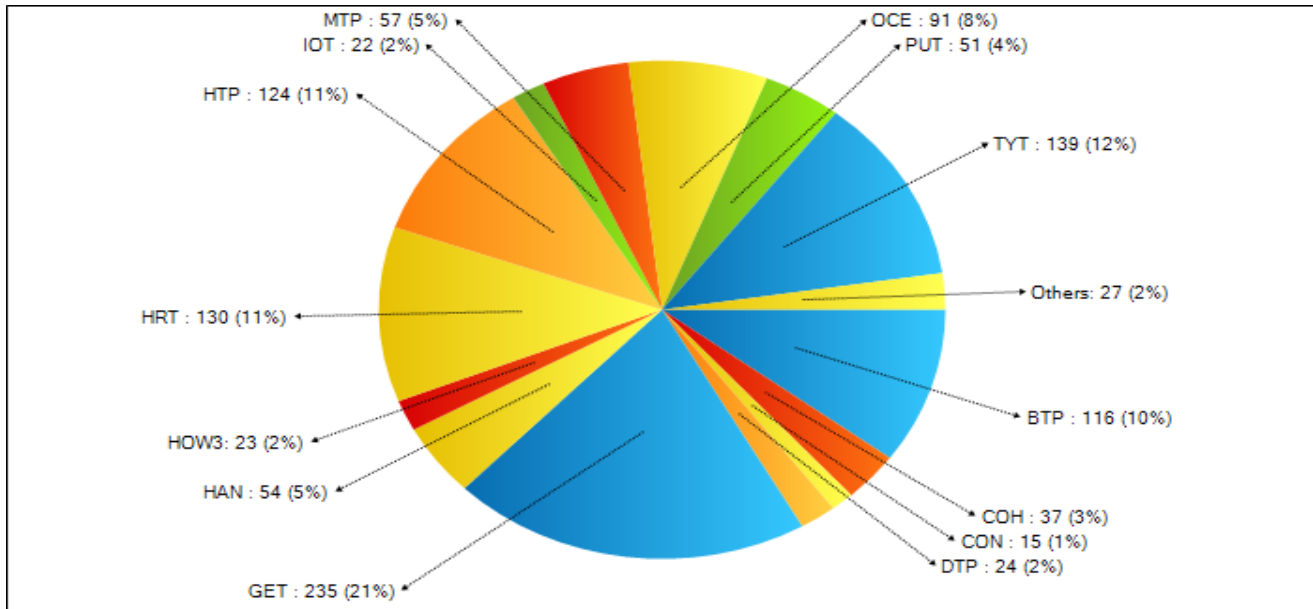
Nature	# Events
911 HANG UP	2
ALARM	2
ANIMAL COMPLAINT	1
ASSIST EMS	1
ASSIST OTHER AGENCY	1
FRAUD	1
HAZARD	2
INTIMIDATION THREATS HARASSMEN	1
LARC IN PROGRESS	1
PDA	1
SHOTS FIRED	1
SUSPICIOUS VEHICLE	1
<b>TOTAL:</b>	15

# CONWAY TOWNSHIP

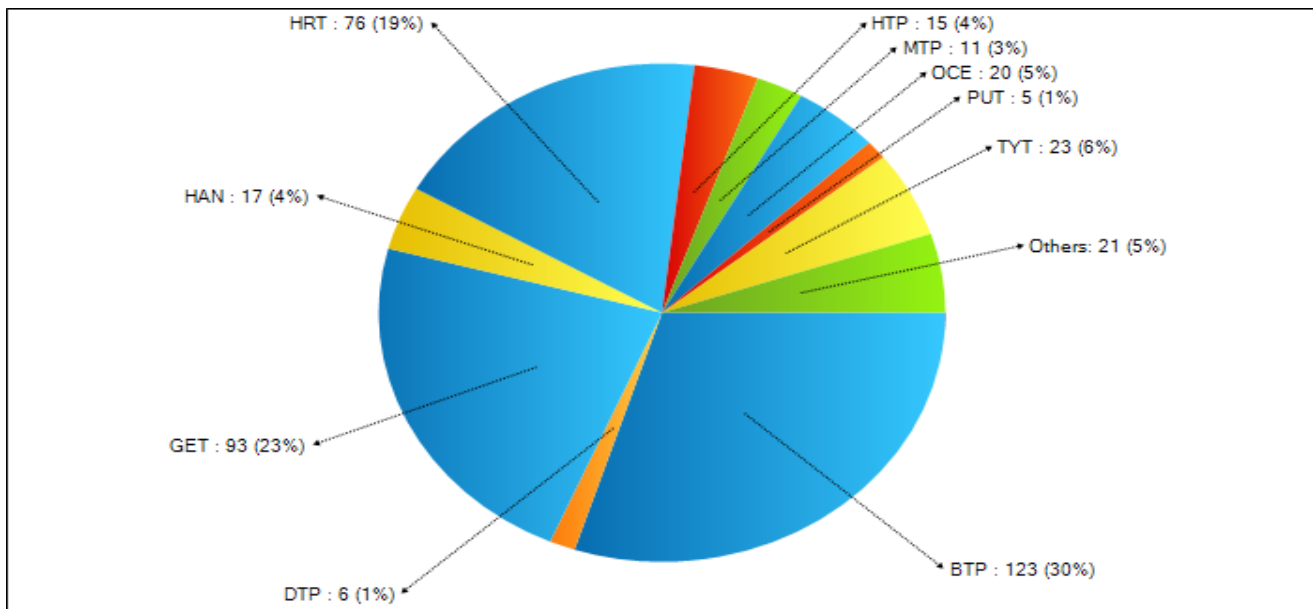
<u>MONTH</u>	<u>CALLS FOR SERVICE</u>	<u>TICKETS WRITTEN</u>	<u>ARRESTS</u>
JANUARY	26	3	1
FEBRUARY	24	5	2
MARCH	29	4	0
APRIL	15	3	0
MAY			
JUNE			
JULY			
AUGUST			
SEPTEMBER			
OCTOBER			
NOVEMBER			
DECEMBER			
YTD TOTALS:	94	15	3

<u>TOWNSHIP</u>	NUMBER OF CALLS <u>3:00PM - 11:00PM</u>	RESPONSE TIME CONTRACT TIME <u>3:00PM - 11:00PM</u>	NUMBER OF CALLS <u>11:00PM - 3:00PM</u>	RESPONSE TIME NON CONTRACT TIME <u>11:00PM - 3:00PM</u>	<u>TOTAL</u>
BRIGHTON	34	38:14	82	20:51	116
COHOCTAH	18	36:27	19	37:08	37
CONWAY	7	19:01	8	21:41	15
DEERFIELD	13	35:31	7	1:24:17	20
GENOA	101	16:16	134	15:57	235
HANDY	28	27:36	26	19:46	54
HARTLAND	44	17:46	86	23:32	130
HOWELL	57	12:46	67	19:09	124
IOSCO	7	34:32	15	59:07	22
MARION	27	11:48	30	35:12	57
OCEOLA	42	20:48	48	19:50	90
PUTNAM	21	13:16	30	22:38	51
TYRONE	79	14:48	60	26:45	139

**LIVINGSTON COUNTY SHERIFF'S OFFICE  
APRIL 2021 CALLS FOR SERVICE**



**MICHIGAN STATE POLICE  
APRIL 2021 CALLS FOR SERVICE**





**CONWAY TOWNSHIP  
LIVINGSTON COUNTY, MICHIGAN  
NOTICE OF PUBLIC HEARING AND BOARD MEETING**

PLEASE TAKE NOTICE that the Conway Township Board of Trustees will hold a public hearing on May 18, 2021, at its regular meeting commencing at 7:00 p.m. at the Conway Township Hall located at 8015 N. Fowlerville Road, Fowlerville, Michigan 48836. The items to be considered at this public hearing are:

1. Amendment to the Conway Township Land Division Ordinance (Ordinance No. 24) to provide for the appointment of the Zoning Administrator as the designated official with authority to approve or disapprove applications for land divisions and to limit the application of the depth to width ratio regulation, requiring parcels created by a division to not exceed a four to one ratio, to parcels consisting of ten acres or more.

The Township Board reserves the right to modify or alter the proposed ordinance and amendments at or following the public hearing and to make its decision accordingly.

Written comments concerning the above matters may be submitted to the to the Conway Township Clerk at any time prior to the public hearing/meeting, and may further be submitted to the Township Board at the public hearing/meeting. The complete text of the proposed ordinance and amendments may be examined at the Township Hall during regular Township business hours, which are 9:00 a.m. - 3:00 p.m. Tuesdays and Wednesdays, or on the Township's website, [www.conwaytownship.com](http://www.conwaytownship.com), after the publication of this Notice and until and including the day of the meeting. The complete text of the proposed ordinance and amendments may be further examined at the meeting.

Conway Township will provide necessary, reasonable auxiliary aids and services at the hearing/meeting to individuals with disabilities, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, upon ten days' notice to the Conway Township Clerk. Individuals with disabilities requiring auxiliary aids or services should contact the Clerk by writing or calling the following: 8015 N Fowlerville, Fowlerville, MI 48836 or call 517 223-0358, between the hours of 9-3 Tuesdays and Wednesdays.

Elizabeth Whitt, Clerk  
Conway Township  
8015 N. Fowlerville Road  
Fowlerville, MI 48836  
517-223-0358

## RESOLUTION TO AMEND LAND DIVISION ORDINANCE

### Resolution No. 210518-01 Conway Township

WHEREAS, the Conway Township Board of Trustees adopted a Land Division Ordinance on May 19, 2015, as General Law Ordinance No. 24, and amended that Ordinance on March 21, 2017;

WHEREAS, the Board desires to further amend the Land Division Ordinance to designate the Zoning Administrator as the person with the authority to approve or disapprove land divisions in compliance with MCL 560.109(1) and to limit the application of the depth to width ratio regulation, requiring parcels created by a division to not exceed a four to one ratio, to lots and parcels consisting of ten acres or more in compliance with MCL 506.109(1)(b), and (5);

WHEREAS, the Board held a public hearing on the proposed amendments on May 18, 2021, in accordance with its policy;

WHEREAS, authority is provided to the Board to establish and amend such an ordinance pursuant to the Land Division Act MCL 560.101, et seq., and MCL 41.181;

NOW, THEREFORE, BE IT RESOLVED that:

1. The Board hereby enacts the amendments to the Conway Township Land Division Ordinance, General Law Ordinance No. 24, as presented.
2. All other ordinances, policies, and procedures that are in conflict are hereby repealed.

The foregoing resolution offered by Board Member Whitt.  
Second offered by Board Member Pushies.

Upon roll call vote the board members voted as follows:

Grubb, B: Yes  
Whitt, E: Yes  
Grubb, D: Yes  
Pushies, G: Yes  
St. Charles, A: Yes

The Supervisor declared the resolution adopted at a regular meeting of the Board of Trustees held on May 18, 2021.

\_\_\_\_\_  
Elizabeth Whitt, Clerk

**CONWAY TOWNSHIP LAND DIVISION ORDINANCE**  
**CONWAY TOWNSHIP**  
**LIVINGSTON COUNTY, MICHIGAN**  
**(Ordinance No. 24)**

As amended on March 21, 2017, ~~February 18, 2020, and May 18, 2021~~

Deleted: and

An ordinance to regulate partitioning or division of parcels or tracts of land, enacted pursuant to but not limited to the Land Division Act, Public Act 288 of 1967, as amended (MCL 560.101, *et seq.*) and the Township Ordinances Act, Public Act 246 of 1945, as amended (MCL 41.181, *et seq.*), being the Township General Ordinance statute; to provide a procedure therefore; to repeal any ordinance or provision thereof in conflict herewith; and to prescribe penalties and enforcement remedies for the violation of this ordinance.

**Section 1. Title**

This ordinance shall be known and cited as the Land Division Ordinance.

**Section 2. Purpose**

The purpose of this ordinance is to carry out the provisions of the Land Division Act, Public Act 288 of 1967, as amended, (MCL 560.101, *et seq.*), formerly known as the Subdivision Control Act), to prevent the creation of parcels of property which do not comply with applicable ordinances and said Act, to minimize potential boundary disputes, to maintain orderly development of the community, and otherwise provide for the health, safety and welfare of the residents and property owners of the Township by establishing reasonable standards for prior review and approval of land divisions within the Township.

**Section 3. Definitions**

For purposes of this ordinance, certain terms and words used herein shall have the following meaning:

(a) "*Applicant*" means a natural person, firm, association, partnership, corporation, or combination of any of them that holds an ownership interest in land whether recorded or not.

(b) "*Divide*" or "Division" means the partitioning or splitting of a parcel or tract of land by the proprietor thereof or by his/her heirs, executors, administrators, legal representatives, successors or assigns, for the purpose of sale or lease of more than one year, or of building development that results in one or more parcels of less than 40 acres or the equivalent, and that satisfies the requirements of Sections 108 and 109 of the Land Division Act (MCLs 560.108 and 560.109). "Divide" and "Division" does not include a property transfer between two or more adjacent parcels, if the property taken from one parcel is added to an adjacent parcel; and any resulting parcel shall not be considered a building site unless the parcel conforms to the requirements of the Land Division Act, or the requirements of other applicable local ordinances.

(c) "*Exempt split*" or "*exempt division*" means the partitioning or splitting of a parcel or tract of land by the proprietor thereof, or by his/her heirs, executors, administrators, legal representatives, successors or assigns, that does not result in one or more parcels of less than 40 acres or the

equivalent.

(d) *"Forty acres or the equivalent"* means 40 acres, or a quarter-quarter section containing not less than 30 acres, or a government lot containing not less than 30 acres.

#### Section 4. Prior Approval Requirement for Land Divisions

Land in the Township shall not be divided without the prior review and approval of the Township in accordance with this Ordinance and the Land Division Act; provided that the following shall be exempted from this requirement:

(a) A parcel proposed for subdivision through a recorded plat pursuant to the Land Division Act.

(b) A lot in a recorded plat proposed to be divided in accordance with the Land Division Act.

(c) An exempt split as defined in this Ordinance, or other partitioning or splitting that results in parcels of 20 acres or more if each is not accessible and the parcel was in existence on March 31, 1997, or resulted from exempt splitting under the Act.

#### Section 5. Application for Land Approval

An applicant shall file all of the following with the Zoning Administrator before making any division either by deed, land contract, lease for more than one year, or for building development:

(a) A completed application on such form as may be approved by the Township Board.

(b) Proof of fee ownership of the land proposed to be divided.

(c) A tentative parcel map drawn to scale including an accurate legal description of each proposed division, and showing the boundary lines, approximate dimensions, and the accessibility of each division for automobile traffic and public utilities.

(d) Proof that all standards of the Land Division Act and this Ordinance have been met.

(e) Proof that all taxes then due and payable have been paid.

(f) If a transfer of division rights is proposed in the land transfer, detailed information about the terms and availability of the proposed division rights transfer.

(g) A fee to cover the costs of review of the application and administration of this Ordinance and the Land Division Act as set by the Township Board.

#### Section 6. Procedure for Review of Applications for Land Division Approval

(a) The Zoning Administrator ~~shall have the~~ authority to approve or disapprove all proposed divisions. The Zoning Administrator shall review and render decisions on complete land division applications.

(b) The Zoning Administrator shall approve or disapprove the land division applied for within 45 days after receipt of a complete application conforming to

**Deleted:** has been designated by the Township Board as the person with

**Deleted:** An advisory committee comprised of the Assessor and a designee from the Planning Commission ("Committee") shall make recommendations to the Zoning Administrator on all applications. The Committee's recommendation is not binding.

**Deleted:** . The Planning Commission shall name its Committee designee

**Deleted:** In the event one Committee member is unavailable to participate on an application review, whether due to conflict of interest or necessary meeting schedule, upon said unavailability being reduced to writing and submitted to the Zoning Administrator or other Committee member, the Clerk of the Township shall serve as an alternate Committee member for that application only.

this Ordinance's requirements and the Land Division Act, and shall promptly notify the applicant of the decision, and if denied, the reasons for denial.

(c) The Assessor shall maintain an official record of all approved and accomplished land divisions or transfers.

(d) Approval of a division is not a determination that the resulting parcels comply with other ordinances or regulations.

(e) The Township and its officers and employees shall not be liable for approving a land division if building permits for construction on the parcels are subsequently denied because of inadequate water supply, sewage disposal facilities or otherwise, and any notice of approval shall include a statement to this effect.

#### **Section 7. Standards for Approval of Land Divisions**

A proposed land division reviewable by the Township shall be approved, upon receipt of a completed application, including compliance with all items requested in the Land Division Checklist, if the following criteria are met:

(a) Each resulting parcel has a width no less than that required by the applicable zoning district established in this Ordinance.

(b) Each resulting parcel has an area no less than that required by the applicable zoning district established in this Ordinance.

(c) The ratio of depth to width of any parcel consisting of ten acres or less created by the division does not exceed a four to one ratio. The depth of a parcel created by a land division shall be measured within the boundaries of each parcel from the abutting road right-of-way to the most remote boundary line point of the parcel from the point of commencement of the measurement. Section 7 (c) shall not apply to the remainder parent parcel or the parent tract retained by the proprietor.

(d) The proposed land division(s) comply with all requirements of this Ordinance and the Land Division Act.

(e) All parcels created and remaining have existing adequate accessibility, or an area available therefor, for public utilities and emergency and other vehicles.

#### **Section 8. Consequences of Noncompliance with Land Division Approval Requirement**

Any division of land in violation of any provision of this Ordinance shall not be recognized as a land division on the Township tax roll or assessment roll. The Township shall have the authority to initiate injunctive or other relief to prevent any violation or continuance of any violation of this Ordinance. Any division of land in violation of this Ordinance shall further not be eligible for any zoning or building permit for any construction or improvement thereto. In addition, any person who violates any of the provisions of this Ordinance shall be deemed to be responsible for a municipal civil infraction as defined by Michigan statute and pursuant to Township ordinance. A violator of this Ordinance may also be subject to such additional sanctions and judicial orders as are authorized under Michigan Law.

Pursuant to Section 267 of the Land Division Act (MCL 560.267), an unlawful division or split shall be voidable at the option of the purchaser and shall subject the seller to the forfeiture of all consideration received or pledged therefore, together with any damages sustained by the purchaser, recoverable in an action at law.

#### Section 9. Severability

The provisions of this ordinance are hereby declared to be severable and if any clause, sentence, word, section or provision is declared void or unenforceable for any reason by any court of competent jurisdiction, it shall not affect any portion of this ordinance other than said part or portion thereof.

#### Section 10. Repeal

All previous Land Division Ordinances affecting unplatted land divisions in conflict with this Ordinance are hereby repealed; however, this Ordinance shall not be construed to repeal any provision in any applicable Zoning Ordinances, Building Codes or other ordinances of the Township that shall remain in full force and effect notwithstanding any land division approval hereunder.

#### Section 11. Effective Date

This ordinance shall take effect 30 days after publication as required by law.

ORDINANCE DECLARED ADOPTED on May 19, 2015, Resolution No. 150519-5. Amended on March 21, 2017, Resolution No. 170321-09, February 18, 2020, Resolution No. 200218-01.

May 18, 2021, Resolution No. 210518-01

Deleted: and

CERTIFICATION, I hereby declare that the above is a true copy of the ordinance amendments adopted by the Conway Township Board at a meeting held on March 18, 2021 at the Conway Township Hall, pursuant to the required statutory procedures.

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

Respectfully submitted,

\_\_\_\_\_  
Elizabeth Whitt, Conway Township Clerk

**METRO Act  
Unilateral Form  
Revised 12/06/02**

**RIGHT-OF-WAY  
TELECOMMUNICATIONS PERMIT**

This permit issued this \_\_\_\_ day of \_\_\_\_\_, 20\_\_ by Conway Township.

1     Definitions

- 1.1     Date of Issuance shall mean the date set forth above.
- 1.2     Manager shall mean Municipality's [Mayor/Manager/Supervisor/Village President] or his or her designee.
- 1.3     METRO Act shall mean the Metropolitan Extension Telecommunications Right-of Way oversight Act, Act No. 48 of the Public Acts of 2002, as amended.
- 1.4     Municipality shall mean Conway Township, a Michigan municipal corporation.
- 1.5     Permit shall mean this document.
- 1.6     Permittee shall mean Surf Air Wireless, LLC D/B/A Surf Broadband Solutions organized under the laws of the State of Delaware whose address is 3325 Middlebury St, Elkhart, IN 46516
- 1.7     Public Right-of-Way shall mean the area on, below, or above a public roadway, highway, street, alley, easement, or waterway, to the extent Municipality has the ability to grant the rights set forth herein. Public Right-of-Way does not include a federal, state, or private right-of-way.
- 1.8     Telecommunications Facilities or Facilities shall mean the Permittee's equipment or personal property, such as copper and fiber cables, lines, wires, switches, conduits, pipes, and sheaths, which are used to or can generate, receive, transmit, carry, amplify or provide telecommunication services or signals. Telecommunication Facilities or Facilities do not include antennas, supporting structures for antennas, equipment shelters or houses, and any ancillary equipment and miscellaneous hardware used to provide federally licensed commercial mobile service as defined in Section 332(d) of Part I of Title III of the Communications Act of 1934, Chapter 652, 48 Stat. 1064, 47 U.S.C. 332 and further defined as commercial mobile radio service in 47 CFR 20.3, and service provided by any wireless, two-way communications device.
- 1.9     Term shall have the meaning set forth in Part 7.



## 2 Grant

- 2.1 Municipality hereby issues a permit under the METRO Act to Permittee for access to and ongoing use of the Public Right-of-Way identified on Exhibit A to construct, install and maintain Telecommunication Facilities on the terms set forth herein.
  - 2.1.1 Exhibit A may be modified by Manager upon written request by Permittee.
  - 2.1.2 Any decision of Manager on a request by Permittee for a modification may be appealed by Permittee to Municipality's legislative body.
- 2.2 Overlashing. Permittee shall not allow the wires or any other facilities of a third party to be overlashed to the Telecommunication Facilities without Municipality's prior written consent. Municipality's right to withhold written consent is subject to the authority of the Michigan Public Service Commission under Section 361 of the Michigan Telecommunications Act, MCL § 484.2361.
- 2.3 Nonexclusive. The rights granted by this Permit are nonexclusive. Municipality reserves the right to approve, at any time, additional permits for access to and ongoing usage of the Public Right-of-Way by telecommunications providers and to enter into agreements for use of the Public Right-of-Way with and grant franchises for use of the Public Right-of-Way to telecommunications providers, cable companies, utilities and other providers.

## 3 Contacts, Maps and Plans

- 3.1 Permittee Contacts. The names, addresses and the like for engineering and construction related information for Permittee and its Telecommunication Facilities are as follows:
  - 3.1.1 The address, e-mail address, phone number and contact person (title or name) at Permittee's local office (in or near Municipality) is Adam Bates, Project Manager, (616) 681-5416, abates@surfbroadband.com
  - 3.1.2 If Permittee's engineering drawings, as-built plans and related records for the Telecommunication Facilities will not be located at the preceding local office, the location address, phone number and contact person (title or department) for them is Adam Bates, Project Manager, (616) 681-5416, abates@surfbroadband.com.
  - 3.1.3 The name, title, address, e-mail address and telephone numbers of

Permittee's engineering contact person(s) with responsibility for the design, plans and construction of the Telecommunication Facilities is Adam Bates, Project Manager, (616) 681-5416, abates@surfbroadband.com.

3.1.4 The address, phone number and contact person (title or department) at Permittee's home office/regional office with responsibility for engineering and construction related aspects of the Telecommunication Facilities is Adam Bates, Project Manager, (517) 375-1693, 7991 N Nicholson Rd, Fowlerville, MI 48836.

3.1.5 Permittee shall at all times provide Manager with the phone number at which a live representative of Permittee (not voice mail) can be reached 24 hours a day, seven (7) days a week, in the event of a public emergency.

3.1.6 Permittee shall immediately notify Municipality in writing as set forth in Part 12 of any inaccuracies or changes in the preceding information.

3.2 Route Maps. Within ninety (90) days after the substantial completion of new Facilities in a Municipality, a provider shall submit route maps showing the location of the Telecommunication Facilities to both the Michigan Public Service Commission and to the Municipality, as required under Section 6(7) of the METRO Act, MCLA 484.3106(7).

3.3 As-Built Records. Permittee, without expense to Municipality, shall, upon forty-eight (48) hours notice, give Municipality access to all "as-built" maps, records, plans and specifications showing the Telecommunication Facilities or portions thereof in the Public Right-of-Way. Upon request by Municipality, Permittee shall inform Municipality as soon as reasonably possible of any changes from previously supplied maps, records, or plans and shall mark up maps provided by Municipality so as to show the location of the Telecommunication Facilities.

#### 4 Use of Public Right-of-Way

4.1 No Burden on Public Right-of-Way. Permittee, its contractors, subcontractors, and the Telecommunication Facilities shall not unduly burden or interfere with the present or future use of any of the Public Right-of-Way. Permittee's aerial cables and wires shall be suspended so as to not endanger or injure persons or property in or about the Public Right-of-Way. If Municipality reasonably determines that any portion of the Telecommunication Facilities constitutes an undue burden or interference, due to changed circumstances, Permittee, at its sole expense, shall modify the Telecommunication Facilities or take such other actions as Municipality may determine is in the public interest to remove or alleviate the burden, and Permittee shall do so within a reasonable time period. Municipality will attempt to require all occupants of a pole or conduit whose facilities are a

burden to remove or alleviate the burden concurrently.

- 4.2 No Priority. This Permit does not establish any priority of use of the Public Right-of-Way by Permittee over any present or future permittees or parties having agreements with Municipality or franchises for such use. In the event of any dispute as to the priority of use of the Public Right-of-Way, the first priority shall be to the public generally, the second priority to Municipality, the third priority to the State of Michigan and its political subdivisions in the performance of their various functions, and thereafter as between other permit, agreement or franchise holders, as determined by Municipality in the exercise of its powers, including the police power and other powers reserved to and conferred on it by the State of Michigan.
- 4.3 Restoration of Property. Permittee, its contractors and subcontractors shall immediately (subject to seasonal work restrictions) restore, at Permittee's sole expense, in a manner approved by Municipality, any portion of the Public Right-of-Way that is in any way disturbed, damaged, or injured by the construction, installation, operation, maintenance or removal of the Telecommunication Facilities to a reasonably equivalent (or, at Permittee's option, better) condition as that which existed prior to the disturbance. In the event that Permittee, its contractors or subcontractors fail to make such repair within a reasonable time, Municipality may make the repair and Permittee shall pay the costs Municipality incurred for such repair.
- 4.4 Marking. Permittee shall mark the Telecommunication Facilities as follows: Aerial portions of the Telecommunication Facilities shall be marked with a marker on Permittee's lines on alternate poles which shall state Permittee's name and provide a toll-free number to call for assistance. Direct buried underground portions of the Telecommunication Facilities shall have (1) a conducting wire placed in the ground at least several inches above Permittee's cable (if such cable is nonconductive); (2) at least several inches above that, a continuous colored tape with a statement to the effect that there is buried cable beneath; and (3) stakes or other appropriate above ground markers with Permittee's name and a toll-free number indicating that there is buried telephone cable below. Bored underground portions of the Telecommunication Facilities shall have a conducting wire at the same depth as the cable and shall not be required to provide the continuous colored tape. Portions of the Telecommunication Facilities located in conduit, including conduit of others used by Permittee, shall be marked at its entrance into and exit from each manhole and handhole with Permittee's name and a toll-free telephone number.
- 4.5 Tree Trimming. Permittee may trim trees upon and overhanging the Public Right-of-Way so as to prevent the branches of such trees from coming into contact with the Telecommunication Facilities, consistent with any standards adopted by Municipality. Permittee shall dispose of all trimmed materials.

Permittee shall minimize the trimming of trees to that essential to maintain the integrity of the Telecommunication Facilities. Except in emergencies, all trimming of trees in the Public Right-of-Way shall have the advance approval of Manager.

- 4.6 Installation and Maintenance. The construction and installation of the Telecommunication Facilities shall be performed pursuant to plans approved by Municipality. The open cut of any Public Right-of-Way shall be coordinated with the Manager or his designee. Permittee shall install and maintain the Telecommunication Facilities in a reasonably safe condition. If the existing poles in the Public Right-of-Way are overburdened or unavailable for Permittee's use, or the facilities of all users of the poles are required to go underground then Permittee shall, at its expense, place such portion of its Telecommunication Facilities underground, unless Municipality approves an alternate location. Permittee may perform maintenance on the Telecommunication Facilities without prior approval of Municipality, provided that Permittee shall obtain any and all permits required by Municipality in the event that any maintenance will disturb or block vehicular traffic or are otherwise required by Municipality.
- 4.7 Pavement Cut Coordination. Permittee shall coordinate its construction and all other work in the Public Right-of-Way with Municipality's program for street construction and rebuilding (collectively "Street Construction") and its program for street repaving and resurfacing (except seal coating and patching) (collectively, "Street Resurfacing").
  - 4.7.1 The goals of such coordination shall be to encourage Permittee to conduct all work in the Public Right-of-Way in conjunction with or immediately prior to any Street Construction or Street Resurfacing planned by Municipality.
- 4.8 Compliance with Laws. Permittee shall comply with all laws, statutes, ordinances, rules and regulations regarding the construction, installation, and maintenance of its Telecommunication Facilities, whether federal, state or local, now in force or which hereafter may be promulgated. Before any installation is commenced, Permittee shall secure all necessary permits, licenses and approvals from Municipality or other governmental entity as may be required by law, including, without limitation, all utility line permits and highway permits. Permittee shall comply in all respects with applicable codes and industry standards, including but not limited to the National Electrical Safety Code (latest edition adopted by Michigan Public Service Commission) and the National Electric Code (latest edition). Permittee shall comply with all zoning and land use ordinances and historic preservation ordinances as may exist or may hereafter be amended.
- 4.9 Street Vacation. If Municipality vacates or consents to the vacation of Public

Right-of-Way within its jurisdiction, and such vacation necessitates the removal and relocation of Permittee's Facilities in the vacated Public Right-of-Way, Permittee shall, as a condition of this Permit, consent to the vacation and remove its Facilities at its sole cost and expense when ordered to do so by Municipality or a court of competent jurisdiction. Permittee shall relocate its Facilities to such alternate route as Municipality, applying reasonable engineering standards, shall specify.

- 4.10 Relocation. If Municipality requests Permittee to relocate, protect, support, disconnect, or remove its Facilities because of street or utility work, or other public projects, Permittee shall relocate, protect, support, disconnect, or remove its Facilities, at its sole cost and expense, including where necessary to such alternate route as Municipality, applying reasonable engineering standards, shall specify. The work shall be completed within a reasonable time period.
- 4.11 Public Emergency. Municipality shall have the right to sever, disrupt, dig-up or otherwise destroy Facilities of Permittee if such action is necessary because of a public emergency. If reasonable to do so under the circumstances, Municipality will attempt to provide notice to Permittee. Public emergency shall be any condition which poses an immediate threat to life, health, or property caused by any natural or man-made disaster, including, but not limited to, storms, floods, fire, accidents, explosions, water main breaks, hazardous material spills, etc. Permittee shall be responsible for repair at its sole cost and expense of any of its Facilities damaged pursuant to any such action taken by Municipality.
- 4.12 Miss Dig. If eligible to join, Permittee shall subscribe to and be a member of "MISS DIG," the association of utilities formed pursuant to Act 53 of the Public Acts of 1974, as amended, MCL § 460.701 et seq., and shall conduct its business in conformance with the statutory provisions and regulations promulgated thereunder.
- 4.13 Underground Relocation. If Permittee has its Facilities on poles of Consumers Energy, Detroit Edison or another electric or telecommunications provider and Consumers Energy, Detroit Edison or such other electric or telecommunications provider relocates its system underground, then Permittee shall relocate its Facilities underground in the same location at Permittee's sole cost and expense.
- 4.14 Identification. All personnel of Permittee and its contractors or subcontractors who have as part of their normal duties contact with the general public shall wear on their clothing a clearly visible identification card bearing Permittee's name, their name and photograph. Permittee shall account for all identification cards at all times. Every service vehicle of Permittee and its contractors or subcontractors shall be clearly identified as such to the public, such as by a magnetic sign with Permittee's name and telephone number.

## 5 Indemnification

- 5.1 Indemnity. Permittee shall defend, indemnify, protect, and hold harmless Municipality, its officers, agents, employees, elected and appointed officials, departments, boards, and commissions from any and all claims, losses, liabilities, causes of action, demands, judgments, decrees, proceedings, and expenses of any nature (collectively “claim” for this Part 5) (including, without limitation, attorneys’ fees) arising out of or resulting from the acts or omissions of Permittee, its officers, agents, employees, contractors, successors, or assigns, but only to the extent such acts or omissions are related to the Permittee’s use of or installation of facilities in the Public Right-of-Way and only to the extent of the fault or responsibility of Permittee, its officers, agents, employees, contractors, successors and assigns.
- 5.2 Notice, Cooperation. Municipality will notify Permittee promptly in writing of any such claim and the method and means proposed by Municipality for defending or satisfying such claim. Municipality will cooperate with Permittee in every reasonable way to facilitate the defense of any such claim. Municipality will consult with Permittee respecting the defense and satisfaction of such claim, including the selection and direction of legal counsel.
- 5.3 Settlement. Municipality will not settle any claim subject to indemnification under this Part 5 without the advance written consent of Permittee, which consent shall not be unreasonably withheld. Permittee shall have the right to defend or settle, at its own expense, any claim against Municipality for which Permittee is responsible hereunder.

## 6 Insurance

- 6.1 Coverage Required. Prior to beginning any construction in or installation of the Telecommunication Facilities in the Public Right-of-Way, Permittee shall obtain insurance as set forth below and file certificates evidencing same with Municipality. Such insurance shall be maintained in full force and effect until the end of the Term. In the alternative, Permittee may satisfy this requirement through a program of self-insurance, acceptable to Municipality, by providing reasonable evidence of its financial resources to Municipality. Municipality’s acceptance of such self-insurance shall not be unreasonably withheld.
- 6.1.1 Commercial general liability insurance, including Completed Operations Liability, Independent Contractors Liability, Contractual Liability coverage, railroad protective coverage and coverage for property damage from perils of explosion, collapse or damage to underground utilities, commonly known as XCU coverage, in an amount not less than Five Million Dollars (\$5,000,000).

- 6.1.2 Liability insurance for sudden and accidental environmental contamination with minimum limits of Five Hundred Thousand Dollars (\$500,000) and providing coverage for claims discovered within three (3) years after the term of the policy.
  - 6.1.3 Automobile liability insurance in an amount not less than One Million Dollars (\$1,000,000).
  - 6.1.4 Workers' compensation and employer's liability insurance with statutory limits, and any applicable Federal insurance of a similar nature.
  - 6.1.5 The coverage amounts set forth above may be met by a combination of underlying (primary) and umbrella policies so long as in combination the limits equal or exceed those stated. If more than one insurance policy is purchased to provide the coverage amounts set forth above, then all policies providing coverage limits excess to the primary policy shall provide drop down coverage to the first dollar of coverage and other contractual obligations of the primary policy, should the primary policy carrier not be able to perform any of its contractual obligations or not be collectible for any of its coverages for any reason during the Term, or (when longer) for as long as coverage could have been available pursuant to the terms and conditions of the primary policy.
- 6.2 Additional Insured. Municipality shall be named as an additional insured on all policies (other than worker's compensation and employer's liability). All insurance policies shall provide that they shall not be canceled, modified or not renewed unless the insurance carrier provides thirty (30) days prior written notice to Municipality. Permittee shall annually provide Municipality with a certificate of insurance evidencing such coverage. All insurance policies (other than environmental contamination, workers' compensation and employer's liability insurance) shall be written on an occurrence basis and not on a claims made basis.
- 6.3 Qualified Insurers. All insurance shall be issued by insurance carriers licensed to do business by the State of Michigan or by surplus line carriers on the Michigan Insurance Commission approved list of companies qualified to do business in Michigan. All insurance and surplus line carriers shall be rated A+ or better by A.M. Best Company.
- 6.4 Deductibles. If the insurance policies required by this Part 6 are written with retainages or deductibles in excess of \$50,000, they shall be approved by Manager in advance in writing. Permittee shall indemnify and save harmless Municipality from and against the payment of any deductible and from the payment of any premium on any insurance policy required to be furnished hereunder.
- 6.5 Contractors. Permittee's contractors and subcontractors working in the Public



Right-of-Way shall carry in full force and effect commercial general liability, environmental contamination liability, automobile liability and workers' compensation and employer liability insurance which complies with all terms of this Part 6. In the alternative, Permittee, at its expense, may provide such coverages for any or all its contractors or subcontractors (such as by adding them to Permittee's policies).

- 6.6 Insurance Primary. Permittee's insurance coverage shall be primary insurance with respect to Municipality, its officers, agents, employees, elected and appointed officials, departments, boards, and commissions (collectively "them"). Any insurance or self-insurance maintained by any of them shall be in excess of Permittee's insurance and shall not contribute to it (where "insurance or self-insurance maintained by any of them" includes any contract or agreement providing any type of indemnification or defense obligation provided to, or for the benefit of them, from any source, and includes any self-insurance program or policy, or self-insured retention or deductible by, for or on behalf of them).

## 7 Term

- 7.1 Term. The term ("Term") of this Permit shall be until the earlier of:
- 7.1.1 Five years from the Date of Issuance; or
  - 7.1.2 When the Telecommunication Facilities has not been used to provide telecommunications services for a period of one hundred and eighty (180) days by Permittee or a successor or an assignee of Permittee; or
  - 7.1.3 When Permittee, at its election and with or without cause, delivers written notice of termination to Municipality at least one-hundred and eighty (180) days prior to the date of such termination; or
  - 7.1.4 Upon either Permittee or Municipality giving written notice to the other of the occurrence or existence of a default by the other party under Sections 4.8, 6, 8 or 9 of this Permit and such defaulting party failing to cure, or commence good faith efforts to cure, such default within sixty (60) days (or such shorter period of time provided elsewhere in this Permit) after delivery of such notice; or
  - 7.1.5 Unless Manager grants a written extension, one year from the Date of Issuance if prior thereto Permittee has not started the construction and installation of the Telecommunication Facilities within the Public Right-of-Way and two years from the Date of Issuance if by such time construction and installation of the Telecommunication Facilities is not complete.

8      Performance Bond or Letter of Credit

- 8.1      Municipal Requirement. Municipality may require Permittee to post a bond (or letter of credit) as provided in Section 15(3) of the METRO Act, as amended [MCL § 484.3115(3)].

9      Fees

- 9.1      Establishment; Reservation. The METRO Act shall control the establishment of right-of-way fees. The parties reserve their respective rights regarding the nature and amount of any fees which may be charged by Municipality in connection with the Public Right-of-Way.

10     Removal

- 10.1     Removal; Underground. As soon as practicable after the Term, Permittee or its successors and assigns shall remove any underground cable or other portions of the Telecommunication Facilities from the Public Right-of-Way which has been installed in such a manner that it can be removed without trenching or other opening of the Public Right-of-Way. Permittee shall not remove any underground cable or other portions of the Telecommunication Facilities which requires trenching or other opening of the Public Right-of-Way except with the prior written approval of Manager. All removals shall be at Permittee's sole cost and expense.

10.1.1 For purposes of this Part 10, "cable" means any wire, coaxial cable, fiber optic cable, feed wire or pull wire.

- 10.2     Removal; Above Ground. As soon as practicable after the Term, Permittee, or its successor or assigns at its sole cost and expense, shall, unless waived in writing by Manager, remove from the Public Right-of-Way all above ground elements of its Telecommunication Facilities, including but not limited to poles, pedestal mounted terminal boxes, and lines attached to or suspended from poles.

- 10.3     Schedule. The schedule and timing of removal shall be subject to approval by Manager. Unless extended by Manager, removal shall be completed not later than twelve (12) months following the Term. Portions of the Telecommunication Facilities in the Public Right-of-Way which are not removed within such time period shall be deemed abandoned and, at the option of Municipality exercised by written notice to Permittee as set forth in Part 12, title to the portions described in such notice shall vest in Municipality.

- 11      Assignment. Permittee may assign or transfer its rights under this Permit, or the persons or entities controlling Permittee may change, in whole or in part, voluntarily,

involuntarily, or by operation of law, including by merger or consolidation, change in the ownership or control of Permittee's business, or by other means, subject to the following:

- 11.1 No such transfer or assignment or change in the control of Permittee shall be effective under this Permit, without Municipality's prior approval (not to be unreasonably withheld), during the time period from the Date of Issuance until the completion of the construction of the Telecommunication Facilities in those portions of the Public Right-of-Way identified on Exhibit A.
- 11.2 After the completion of such construction, Permittee must provide notice to Municipality of such transfer, assignment or change in control no later than thirty (30) days after such occurrence; provided, however,
  - 11.2.1 Any transferee or assignee of this Permit shall be qualified to perform under its terms and conditions and comply with applicable law; shall be subject to the obligations of this Permit, including responsibility for any defaults which occurred prior to the transfer or assignment; shall supply Municipality with the information required under Section 3.1; and shall comply with any updated insurance and performance bond requirements under Sections 6 and 8 respectively, which Municipality reasonably deems necessary, and
  - 11.2.2 In the event of a change in control, it shall not be to an entity lacking the qualifications to assure Permittee's ability to perform under the terms and conditions of this Permit and comply with applicable law; and Permittee shall comply with any updated insurance and performance bond requirements under Sections 6 and 8 respectively, which Municipality reasonably deems necessary.
- 11.3 Permittee may grant a security interest in this Permit, its rights thereunder or the Telecommunication Facilities at any time without notifying Municipality.

## 12 Notices

- 12.1 Notices. All notices under this Permit shall be given as follows:
  - 12.1.1 If to Municipality, to P.O. Box 1157, Fowlerville, MI 48836
  - 12.1.2 If to Permittee, to 3325 Middlebury St, Elkhart, IN 46516, with a copy to 7991 N Nicholson Rd, Fowlerville, MI 48836.
- 12.2 Change of Address. Permittee and Municipality may change its address or personnel for the receipt of notices at any time by giving notice thereof to the other as set forth above.

13     Other items

- 13.1     No Cable, OVS. This Permit does not authorize Permittee to provide commercial cable type services to the public, such as “cable service” or the services of an “open video system operator” (as such terms are defined in the Federal Communications Act of 1934 and implementing regulations, currently 47 U.S.C. §§ 522 (6), 573 and 47 CFR § 76.1500).
- 13.2     Effectiveness. This Permit shall become effective when Permittee has provided any insurance certificates and bonds required in Parts 6 and 8, and signed the acknowledgement of receipt, below.
- 13.3     Authority. This Permit satisfies the requirement for a permit under Section 5 of the METRO Act [MCL 484.3105].
- 13.4     Interpretation and Severability. The provisions of this Permit shall be liberally construed to protect and preserve the peace, health, safety and welfare of the public, and should any provision or section of this Permit be held unconstitutional, invalid, overbroad or otherwise unenforceable, such determination/holding shall not be construed as affecting the validity of any of the remaining conditions of this Permit. If any provision in this Permit is found to be partially overbroad, unenforceable, or invalid, Permittee and Municipality may nevertheless enforce such provision to the extent permitted under applicable law.
- 13.5     Governing Law. This Permit shall be governed by the laws of the State of Michigan.

Conway Township

By: \_\_\_\_\_  
Its: \_\_\_\_\_  
Date: \_\_\_\_\_

Acknowledgement of Receipt: Permittee acknowledges receipt of this Permit granted by Municipality.

Surf Broadband Solutions

By: Adam Bates  
Its: Construction and Project Manager  
Date: \_\_\_\_\_

**Exhibit A**

**Public Right-of-Way to be Used by Telecommunication Facilities**

**Please see interactive map**

## **Exhibit B**

### **Bond**

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