

# Charter Township of Union



**Planning Commission  
Regular Meeting  
January 19, 2016  
7:00 p.m.**

1. CALL MEETING TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF DECEMBER 15, 2015 MINUTES
5. CORRESPONDENCE / BOARD REPORTS
  - Board of Trustees Summary Reports
  - ZBA Summary Reports
6. APPROVAL OF AGENDA
7. Public Comment: Restricted to (3) minutes regarding issues not on this agenda
8. **New Business**
  - A. TXT ADMENDMENT 2016-01: Amend Ordinance 2012-09 sections 1 & 5
  - B. Storm Water Management Plan / Mt. Pleasant Optics
  - C. SUP 2016-01: Lux Family Properties (Expansion)  
Location: 2300 S. Lincoln Rd.
  - D. HOP 2016-01: Landscaping Planning and Storage Office  
Location: 3446 S. Lincoln Rd.
  - E. Ginger's Way, Lake Leroy Site Condo Amendment #2
9. Old Business
  - A. Master Plan
10. Other Business
11. Extended Public Comment
12. ADJOURNMENT

**CHARTER TOWNSHIP OF UNION**  
**Planning Commission**  
**Regular Meeting**

A regular meeting of the Charter Township of Union Planning Commission was held on December 15, 2015 at the Township Hall.

**Meeting was called to order at 7:00 p.m.**

**Roll Call**

**Present:** Squattrito, Fuller, Woerle, Mielke, Strachan, Zerbe, McGuirk, LaBelle, Robinette

**Others Present**

Peter Gallinat, Township Planner; Margie Henry, Jennifer Loveberry

**Approval of Minutes**

**McGuirk** moved **Woerle** supported the approval of the November 17, 2015 meeting minutes as presented. **Vote: Ayes: 9 Nays: 0. Motion carried.**

**Correspondence / Reports**

Norman Woerle gave ZBA updates

Bryan Mielke gave Board of Trustee updates

**Approval of Agenda**

**Robinette** moved **Zerbe** supported approval of the agenda as presented. **Vote: Ayes: 9 Nays 0. Motion carried.**

**Public Comment** – None

**New Business** –

- A. Mielke** motioned **LaBelle** supported to un-table REZ 2015-06 for discussion. **Vote: Ayes: 9 Nays 0. Motion carried.** **McGuirk** motioned **Robinette** supported to accept the request by the applicant to withdrawal rezoning request for consideration **Vote: Ayes: 9 Nays 0. Motion carried.**
- B. McGuirk** motioned **Strachan** supported to un-table REZ 2015-07 for discussion. **Vote: Ayes: 9 Nays 0. Motion carried.** **Woerle** motioned **Mielke** supported to accept the request by the applicant to withdrawal rezoning request for consideration **Vote: Ayes: 9 Nays 0. Motion carried.**
- C. Fuller** motioned **Robinette** supported to un-table REZ 2015-08 for discussion. **Vote: Ayes: 9 Nays 0. Motion carried.** **McGuirk** motioned **LaBelle** supported to accept the request by the applicant to withdrawal rezoning request for consideration **Vote: Ayes: 9 Nays 0. Motion carried.**
- D. Robinette** motioned **Woerle** supported to approve **SPR 2015-20: Site Plan Review: Auto Group, Location: 4720 E. Pickard / M20**, presented by Joel Brookens of Lapham Associates and Joe Claybaugh, JBS Contracting with the following conditions of approval/review from all county and local units including Storm water management from the County Engineer, County Road Commission, Mt. Pleasant Fire Department, ICTC, Wellhead protection with Township Utilities and any others that may be pertinent. **Vote: Ayes: 9 Nays: 0. Motion carried.**

E. Special use Permit discussion on criteria changes of an existing permit, SUP 1800 - Special Use Permit: Zanteal and DarkstahrLLC Location: S. Lincoln Road, Parcel # 14-096-00-001-01. After discussion by the commissioners, no action required .

**Old Business**

A. Master Plan- Discussion was held by the planning commissioners.

**Other Business**

LaBelle asked for the Township Planner to prepare a review of all items on the Agenda to be included into the packets, all commissioners agreed. No action required.

**Extended Public Comment** – Open: 8:04 p.m.

Ben Gunning 2270 & 2280 Broomfield: complimented commissioners on tonight’s meeting , as well as comments from 8/18/15 Planning Commission meeting.

**Adjournment** – Chairman Squattrito adjourned the meeting at 8:20 p.m.

**APPROVED BY:**

\_\_\_\_\_  
**Alex Fuller - Secretary**

*(Recorded by Jennifer Loveberry)*

**UNION TOWNSHIP PUBLIC HEARING NOTICE -  
ZONING TEXT AMENDMENT**

NOTICE is hereby given that a Public Hearing will be held on January 19, 2016, at 7:00 p.m. at the Union Township Hall located at 2010 South Lincoln Road, Mt. Pleasant, Michigan, before the Union Township Planning Commission for the purpose of hearing any interested persons in the following Zoning Ordinance text amendment:

Requested by: Crisis Center Inc. d.b.a. Listening Ear

Legal Description of property: T14N R4W, SEC 34; E 597.8 FT OF N 300 FT OF E 1/2 OF NW 1/4 OF NW 1/4 SEC 34

Property located at: 3166 E DEERFIELD Mt. Pleasant MI, 48858

Amend Ordinance 2012-09 Sections I and V

From: Northwinds Apartments LDHA in Section I and 10% Section V

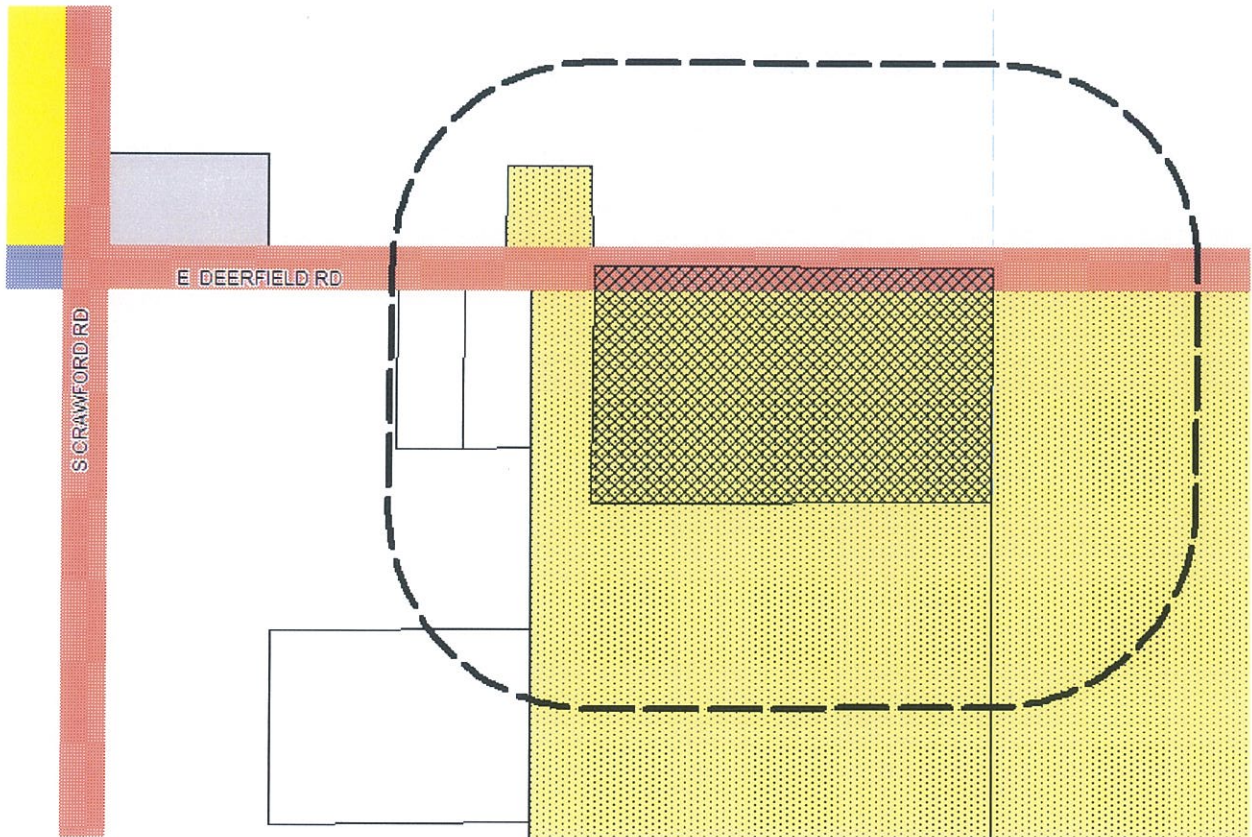
To: Crisis Center Inc. d.b.a. Listening Ear in Section I and 8% in Section V

Any interested person may submit their views in person, in writing, or by signed proxy prior to the public hearing or at the public hearing.

All materials concerning this request may be seen at the Union Township Hall, located at 2010 S. Lincoln Road, Mt. Pleasant, Michigan, between the hours of 8:30 a.m. and 4:30 p.m., Monday through Friday. Phone (989) 772 4600 extension 241.

Peter Gallinat,  
Township Planner





The checked parcel is located at 3166 E DEERFIELD Road and is zoned R-3A (Apartment and Condominium District). Crisis Center Inc. d.b.a. Listening Ear is applying for a text amendment to Ordinance 2012-09 Northwinds Apartments LDHA Tax Exemption Ordinance. The white colored parcels are zone AG (Agricultural District) The Blue is CMU property and the surrounding brown are R-3A.

NORTHWINDS APARTMENTS  
LIMITED  
325 COMMERCE CT  
GLADWIN, MI 48624

TIMBER CREEK APARTMENTS ET  
AL  
2550 TELEGR BLOOMFIELD HILL,  
MI 48302 APH RD STE 200

CENTRAL MICHIGAN UNIVERSITY  
1303 W CAMPUS DR  
MT PLEASANT, MI 48859

SIMPSON PHILLIP  
3155 E DEERFIELD RD  
MT PLEASANT, MI 48858

OLIVIERI MANAGEMENT INC  
1933 CHURCHILL  
MT PLEASANT, MI 48858

SPONSELLER WINIFRED TRUST  
5175 S CRAWFORD RD  
MOUNT PLEASANT, MI 48858

CC VIII OPERATING LLC  
12405 POWERSCOURT DR  
SAINT LOUIS, MO 63131

## AFFIDAVIT OF PUBLICATION

48 West Huron Street • Pontiac, MI 48342

**CHARTER TOWNSHIP OF UNION**  
2010 S Lincoln

**Mount Pleasant, MI 48858**  
**Attention: peter gallinat**

**STATE OF MICHIGAN,  
COUNTY OF OAKLAND**

*Lynn Dropping*  
Lynn Dropping

The undersigned \_\_\_\_\_, being duly sworn the he/she is the principal clerk of Morning Sun, morningstarpublishing.com, published in the English language for the dissemination of local or transmitted news and intelligence of a general character, which are duly qualified newspapers, and the annexed hereto is a copy of certain order, notice, publication or advertisement of:

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From: Northwinds Apartments LDHA in Section I and 10% Section V

To: Crisis Center Inc. d.b.a. Listening Ear in Section I and 8% in Section V

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Peter Gallinat,  
Township Planner

**CHARTER TOWNSHIP OF UNION**

**Published in the following edition(s):**

Morning Sun	01/04/16
morningstarpublishing.com	01/04/16



Sworn to the subscribed before me this 4<sup>th</sup> January 2016

*Tina M Crown*

**Notary Public, State of Michigan**  
**Acting in County of Oakland**

**Advertisement Information**

**Client Id:** 531226

**Ad Id:** 868975

**PO:** txt admend

**Sales Person:** 200307



**CHARTER TOWNSHIP OF UNION**

**Isabella County, Michigan**

**Ordinance Number 2016-01**

**801.001 TITLE.**

Charter Township of Union Tax Exemption Ordinance as provided by the State Housing Development Act.

An ordinance to revise Ordinance Number 2012-09 to provide for a service charge in lieu of taxes for a multiple family dwelling project for persons of low to moderate income to be financed or assisted pursuant to the provisions of the State Housing Development Authority Act of 1966, as amended.

The Charter Township of Union, Isabella County, Michigan, Ordains:

**SECTION I**

This Ordinance shall be known as the "Crisis Center, Inc. d.b.a. Listening Ear Crisis Center LDHA tax Exemption Ordinance."

**SECTION II - PREAMBLE**

It is acknowledged that it is a proper public purpose of the State of Michigan and its political subdivisions to provide housing for its citizens of low to moderate income and to encourage the development of such housing by providing for a service charge in lieu of property taxes in accordance with the State Housing Development Authority Act of 1966 (1966 PA 346, as amended, MCLA Section 125.1401 et.seq., MSA Section 16.114 (1) et.seq.) The Township is authorized by this Act to establish or change the service charge to be paid in lieu of taxes by any or all classes of housing exempt from taxation under this Act at any amount it chooses not to exceed the taxes that would be paid but for this Act. It is further acknowledged that such housing for persons of low to moderate income is a public necessity, and as the Township will be benefited and improved by such housing, the encouragement of the same by providing certain real estate tax exemption for such housing is a valid public purpose; further, that the continuance of the provisions of this Ordinance for tax exemption and the service charge in lieu of taxes during the period contemplated in this Ordinance are essential to the determination of economic feasibility of housing developments which are constructed and financed in reliance on such tax exemption.

The Township acknowledges that Crisis Center, Inc. d.b.a. Listening Ear Crisis Center (the "Sponsor") has offered, subject to receipt of an allocation under the Low Income Housing Tax Credit (LIHTC), to erect, own, and operate a housing development identified as Listening Ear Crisis Center on certain property located at 3166, 3176, 3220 and 3230 E. Deerfield Road, in the Township to serve persons of low to moderate income, and that the Sponsor has offered to pay to the Township on account of this Housing Development in annual service charge for public services in lieu of all taxes.

### **SECTION III – DEFINITIONS**

All terms shall be defined as set forth in the State Housing Development Authority Act of 1966, of the State of Michigan, as amended, except as follows:

(A) *Act* means the State Housing Development Authority Act, being Public Act 346 of 1966, of the State of Michigan, as amended.

(B) *Annual Shelter Rent* means the total collections during an agreed annual period from all occupants of a housing development representing rent for occupancy charges, exclusive of charges for gas, electricity, heat or other utilities furnished to the occupants.

(C) *Authority* means the Michigan State Housing Development Authority.

(D) *Housing Development* mean a development which contains a significant element of housing for person of low income and such elements of other housing, commercial, recreational, industrial, communal, and educational facilities as the Authority determines improve the quality of the development as it relates to person of low income.

(E) *Elderly* means a single person who is fifty-five (55) years of age or older or a household in which at least one (1) member is fifty-five (55) years of age and all other members are fifty (50) years of age or older.

(F) *Sponsor* means persons or entities which have applied to the Authority for an allocation under the Low Income Housing Tax Credit Program to finance a Housing Development.

(G) *Utilities* mean fuel, water, sanitary sewer and electrical service which are paid by the Housing Development.

### **SECTION IV - CLASS OF HOUSING DEVELOPMENTS**

It is determined that the class of Housing Developments to which the tax exemption shall apply and for which a service charge shall be paid in lieu of taxes shall be housing developments for elderly persons and persons and families of low to moderate income, which are financed or assisted pursuant to the Act. It is further determined that the "Crisis Center, Inc. d.b.a. Listening Ear Crisis Center is of this class.

### **SECTION V – ESTABLISHMENT OF ANNUAL SERVICE CHARGE**

The Housing Development identified as Listening Ear Crisis Center which the tax exemption shall be constructed shall be exempt from all property taxes from and after the year the project is placed in service as evidenced by a certificate of occupancy from the appropriate public officials. The Township acknowledging that the Sponsor and the Authority have established the economic feasibility of the Housing Development in reliance upon the enactment and continuing effect of this Ordinance and the qualification of the Housing Development for exemption from all property taxes and a payment in lieu of taxes as established in this Ordinance, and in consideration of the Sponsor's offer, subject to receipt of an allocation under the LIHTC program, to construct, own and operate the Housing Development agrees

to accept payment of an annual service charge for public services in lieu of all property taxes. The annual service charge shall be equal to eight percent (8%) of the Annual Shelter Rents actually collected.

#### **SECTION VI – LIMITATION ON THE PAYMENT OF ANNUAL SERVICE CHARGE**

Notwithstanding Section V, the service charge to be paid each year in lieu of taxes for part of the Housing Development which is tax exempt and which is occupied by other than low income persons or families shall be equal to the full amount of the taxes which would be paid on that portion of the Housing Development if the Housing Development were not tax exempt.

The term “low income person or families” as used herein shall be the same meaning as found in Section 15(a)(7) of the Act.

#### **SECTION VIII – PAYMENT OF SERVICE CHARGE**

The service charge in lieu of taxes as determined under the Ordinance shall be payable in the same manner as general property taxes except that the estimated annual payment shall be paid on or before December 31 of each year. The sponsor shall submit a statement from its independent auditor verifying the amounts used to compute the payment are correct as reported. The statement and supporting documents which may be from the sponsor’s federal tax return shall be due by February 28 following the tax year. Any adjustment in payment (from the estimated payment) shall be made on that date. Any claim for overpayment will be adjusted in the next December 31 payment due.

#### **SECTION IX – DURATION**

This ordinance shall remain in effect until December 31, 2028, so long as the Housing Development remains subject to income and rent restrictions pursuant to Section 42 of the Internal Revenue Code of 1986, as amended.

#### **SECTION X – REPEAL AND AMENDMENT**

The Township of Union may repeal and/or amend this ordinance subject to the provisions of the Act.

#### **SECTION XI – TERMINATION**

Notwithstanding anything contained herein to the contrary, should the sponsor fail to pay the final adjusted service charge in lieu of taxes granted hereunder or fail to provide the verification of the calculations used to make the payment, the Township of Union shall file a certificate of nonpayment upon the Sponsor of the Housing Development and the Authority by certified mail, with the Register of Deeds of Isabella County. Following the expiration of sixty (60) days after service upon the Sponsor and the Authority of a certificate of nonpayment, if payment and supporting documentation has not been made within the intervening sixty (60) days, the service charge in lieu of taxes granted by this ordinance shall automatically be terminated, retroactive to January 1 of that year.

**SECTION XII – SEVERABILITY**

The various sections and provisions of this Ordinance shall be deemed to be severable, should any section or provision of this ordinance be declared by any court of competent jurisdiction to be unconstitutional or invalid the same shall not affect the validity of the Ordinance as a whole or any section or provision of this Ordinance other than the section or provision so declared to be unconstitutional or invalid.

**SECTION XIII – ACKNOWLEDGMENT**

The Township hereby acknowledges receipt of documentation from the authority indicating that the authority's participation with the Housing Development is limited solely to the allocation of tax credits under the Low Income Housing Tax Credit Program.

**SECTION XIV – EFFECTIVE DATE**

This Ordinance shall become effective on \_\_\_\_\_, or as otherwise provided in the Charter. All ordinances or parts of ordinances in conflict with this Ordinance are repealed to the extent of such conflict. Made and passed by the Township Board of the Charter Township of Union, Isabella County, Michigan on this \_\_\_\_\_ day of \_\_\_\_\_.

ADOPTED BY THE TOWNSHIP BOARD:

---

Russell Alwood, Supervisor  
Charter Township of Union

STATE OF MICHIGAN    )  
                                  ) SS  
COUNTY OF ISABELLA    )

I, Margie R. Henry, the duly qualified and acting Clerk of Union Charter Township, Isabella County, Michigan, DO HEREBY CERTIFY that the foregoing Ordinance 2016-01 was adopted at a regular meeting of the Charter Township of Union Board of Trustees held on the 14th day of November, 2012 at which meeting the following named members were present and voted in person:

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Voting in favor of adoption:

Voting against adoption:

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Certification Date

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Margie R. Henry  
Charter Township of Union Clerk





# LISTENING EAR CRISIS CENTER

107 E. Illinois - P.O. Box 800  
Mt. Pleasant, MI 48804-0800  
24-Hour Helpline - (989) 772-2918  
Business Calls - (989) 773-6904  
www.listeningear.com

*"Focusing on What People Can Do 24-Hours a Day"*

November 19, 2015

Brian Smith, Township Manager  
Charter Township of Union  
2010 South Lincoln  
Mt. Pleasant, MI 48858

Dear Brian,

Crisis Center, Inc. d.b.a. Listening Ear Crisis Center is requesting a PILOT of 8% on the Northwinds Apartment Complex at 3176 E. Deerfield Road. Listening Ear is a private, non-profit, United Way agency with a mission to provide human services and affordable housing throughout mid and northern Michigan, including 79 affordable housing units mainly in Isabella County. Through our 24 hour crisis line, 2-1-1 information and referral services and other programs, we support 42,000 people a year.

We currently have a purchase agreement with Northwinds Apartments Limited Dividend Housing Association Limited Partnership of Gladwin. In order to conclude the purchase of the complex, Listening Ear is requesting an 8% PILOT over the next 15 years. The approval of the 8% PILOT will allow our agency to almost break even financially on the complex.

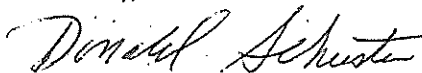
As of July 1, 2015, the Northwinds Apartment complex is no longer a low income housing complex according to MSHDA. With the purchase of the complex by Listening Ear, we would meet Section 42 of the Internal Revenue Code for perpetuity, which is a condition of Charitable Housing for a Non Profit. This would provide affordable housing to the low income citizens of Union Township .

When Listening Ear owns this property, we will additionally provide information and referral services, along with the array of other agency services to the tenants at Northwinds. This might include information related to utility, rent and food assistance, family support services, transportation assistance, mental health referrals and employment. We ensure that each tenant understands the basic support and mental health services of Isabella County and provide each family our agency brochure.

I have attached a copy of the income and expense projections, the IRS Charitable Housing rule, Unit Rents, comparable PILOTS from surrounding counties and agency brochure.

I look forward to attending any future meetings related to this request and answering any questions.

Sincerely,



Donald Schuster, LMSW  
Executive Director



**ACCREDITED**  
COUNCIL ON ACCREDITATION  
OF SERVICES FOR FAMILIES  
AND CHILDREN, INC.

**Executive Director**  
Donald Schuster

**Board of Directors**  
Dr. Kristin Sheridan  
Chairperson

Gregg Barrick  
Ruth Freebury  
Bonnie Hayward  
Dr. Shelly Hinck  
Al Kaufmann  
Kris Kirby  
Carol Meixner  
Dr. Ross Rapaport  
Lori Shively  
Paul Siers  
Lois VanOrden



**Northwinds Apartments 2015  
Income Expense Projections**

<b>Northwinds Sale Price</b>	<b>\$ 1,650,000</b>	<b>8% Pilot</b>	<b>10% Pilot</b>
	Month	Annual	Annual
Monthly Land Contract Payment	\$ 9,734.67	\$ 116,816.0	\$ 116,816
	Month	Annual	Annual
Sixty Units	\$ 31,000	\$ 372,000	\$ 372,000
(Based on 95% occupancy)			
Total Gross Income	\$ 31,000	\$ 372,000	\$ 372,000
Expenses			
Insurance	\$ 1,167	\$ 14,000	\$ 14,000
Interest	\$ 6,926	\$ 83,117	\$ 83,117
Maintenance	\$ 7,000	\$ 84,000	\$ 84,000
Depreciation (40 yrs.)	\$ 3,229	\$ 38,750	\$ 38,750
Utilities	\$ 5,000	\$ 60,000	\$ 60,000
Management Fee (Employee/Benefits/Accounting)	\$ 4,417	\$ 53,000	\$ 53,000
Marketing	\$ 50	\$ 600	\$ 600
Office and Supplies	\$ 750	\$ 9,000	\$ 9,000
Property Taxes-8% Pilot	\$ 2,480	\$ 29,760	\$ 36,600
Miscellaneous (legal)	\$ 400	\$ 4,800	\$ 4,800
Total	\$ 31,419	\$ 377,027	\$ 383,867
Annual Profit/Loss		\$ (5,027)	\$ (11,867)

**b. Charitable Housing: Rev. Proc. 96-32. Rev. Proc. 96-32, 1996-1 C.B.**

717, sets out “safe harbors” for organizations that provide housing to the “distressed and poor” to qualify as 501(c)(3) organizations:

- at least 75% of the units are occupied by residents with “low income” (80% of the area’s median income, adjusted for family size);
  - and either at least 20% of the units are occupied by residents with “very-low income” (50% of the area’s median income, adjusted for family size),
  - ~~or at least 40% of the units are occupied by residents with income that does not exceed 120% of the area’s very low income limitation (60% of the area’s median income, limitation adjusted for family size).~~
- **The housing must be “affordable” for the charitable beneficiaries** (and not merely available for low-income or very low-income residents). This requirement may be met by the adoption of a rent policy that complies with government-imposed rent restrictions or otherwise provides for the limitation of the tenant’s portion of the rent, e.g., the Section 42 limit of 30% of the applicable median income.
- **Up to 25% of the units may be leased to residents without regard to income limitations.**

**Northwinds 60 Units**

<b>&gt;12 units for people at 50% of median income</b>	<b>(20% of units)</b>
<b>&gt;33 units for people at 80% of median income</b>	<b>(55% of units)</b>
<b>&gt;15 units for people above 80% of median income</b>	<b>(25% of units)</b>

## Unit Breakdown, Rents and Projected Income Northwinds

Unit Type	Number of Units	Rent	Months	Annual Rent
<b>3 Bedroom Units</b>				
50 % or Below	0	\$ 555	12	\$ -
80% or Below	5	\$ 657	12	\$ 39,420
81% or Above	7	\$ 701	12	\$ 58,884
<b>Total 3 Bedroom</b>	<b>12</b>			<b>\$ 98,304</b>
<b>2 Bedroom Units</b>				
50 % or Below	6	\$ 489	12	\$ 35,208
80% or Below	18	\$ 569	12	\$ 122,904
81% or Above	8	\$ 617	12	\$ 59,232
<b>Total 2 Bedroom</b>	<b>32</b>			<b>\$ 217,344</b>
<b>1 Bedroom Units</b>				
50 % or Below	6	\$ 411	12	\$ 29,592
80% or Below	10	\$ 479	12	\$ 57,480
81% or Above	0	\$ 532	12	\$ -
<b>Total 1 Bedroom</b>	<b>16</b>			<b>\$ 87,072</b>
<b>Total Units</b>	<b>60</b>			
<b>Total Potential Income</b>				<b>\$ 402,720</b>
<b>Projected Income due to Occupancy, transaction fees, uncollected rent</b>				<b>\$ 372,000</b>

PILOTS WITH GLD PROPERTIES

GLD Management					
Pilot / Service Fee					
12/31/2015					
		Adams Acres	4.0%		Midland
		Countryside I	6.0%		Alma
		Countryside II	6.0%		Alma
		Croze Manor	10.0%		Harrison
		Gaylord - Sheldon	8.5%		Gaylord
		Greenland Place	6%		St. Louis
		Hungtinton Place	8.0%		Prudenville
		<b>Northwinds</b>	<b>10.0%</b>		<b>Union Township</b>
		Park Place	6%		Hemlock
		Ross Lake	6.0%		Beaverton
		Ryan Creek	6.0%		Big Rapids
		Sandy Hill I	10%		Vassar
		Sandy Hill II	10%		Vassar
		Sheldon Place II	8.5%		Gaylord
		Sheldon Place III	8.5%		Gaylord
		Village North	9.0%		Gladwin
		Whittemore Square	5%		Whittemore

ARCHITECTS. ENGINEERS. PLANNERS.



December 9, 2015

Peter,

See below for explanation of the storm water plan.

Per the township's requirements the minimum required storage volume for this site is 4,543 cft. The proposed improvements will provide 4,762 cft of volume.

The site has two existing areas that detain water during a storm event:

1. A ditch like swale on the west side of the building has 300 cft of storage. This catches water from the western wing of the building and a small portion of the parking lot.
2. A low spot on the northeast corner of the property which will hold 1705 cft. This collects water from the north side of the building along with a portion of the parking lot to the east of the building.

To provide the remaining volume needed a swale is proposed on the southwest corner of the parking lot. This swale will hold 2757 cft of storm water and will outlet into the ditch along Lincoln Road. The perimeter of the parking lot will be graded to catch any water leaving the parking lot and direct it to the detention swale.

The owner plans to have a contractor return to the site in the spring to complete the fine grading and slope restoration. They propose to complete the swale at that time.

As always, if you have any questions or concerns let me know. Thank you.

Sincerely,  
OHM Advisors

  
Chris Schafer, PE



# ISABELLA COUNTY STORMWATER APPROVAL APPLICATION

Review Number
Approval Date
Disapproved <input type="checkbox"/>
Modification Requested <input type="checkbox"/> Yes
Check <input type="checkbox"/> No.                      Cash <input type="checkbox"/>

**1. APPLICANT (Please check if applicant is the landowner or designated agent\*)**

Name CHRIS SCHAFFER  Landowner  Designated Agent

Address 2520 S. UNIVERSITY/ PARK DR. SUITE D200

City MT PLEASANT State MI Zip Code 48858 Area Code/Telephone Number 989-560-0642

**2. PROJECT LOCATION**

Address 2865 S. LINCOLN ROAD City/Village MT PLEASANT Tax ID Number 14-016-30-002-01

Township UNION Section 16 Subdivision N/A Lot No. N/A

**3. PROPOSED PROJECT** Project Type:  Small Add/Garage  Service Facilities  Industrial  Residential  
 Describe Project:  Subdivision  Commercial

ADDITION TO EXISTING BUILDING AND PARKING LOT  
RESURFACING / EXPANSION

**Size of Development:**  
 Area:  
 Acres 3.07  
 Sq. Ft. \_\_\_\_\_  
 Length:  
 Miles \_\_\_\_\_  
 Feet \_\_\_\_\_

Name of and Distance (feet) to Drainage Outlet	Date Project to Start	Date Project Completed
<u>OUTLETS TO DITCH ALONG LINCOLN</u>	<u>7/2015</u>	<u>TBD</u>

**4. STORMWATER CONTROL PLAN**

Two complete sets of plans and calculations must be attached.  
 Plan Preparer's Name and Telephone Number CHRIS SCHAFFER (989) 560-0642

**5. PARTIES RESPONSIBLE FOR PROJECT**

(a.) Name of Landowner (if not provided in Box No. 1 above) Address Area Code/Telephone Number  
TAD BARTZ 2865 S LINCOLN RD 989-773-7747

City MT PLEASANT State MI Zip 48858

(b.) Name of Individual "On Site" Responsible for Project & Company Name  
SEE ABOVE

Address City State Zip Area Code/Telephone Number

**6. PERFORMANCE DEPOSIT (If required by the approval agency) OFFICE USE ONLY**  
 Amount Required \$ \_\_\_\_\_  Cash  Certified Check  Irrevocable letter of Credit  Surety Bond

I (we) affirm that the above information is accurate and that I (we) will conduct the above project in accordance with the Natural Resource and Environmental Protection Act, 1994 PA 451, as amended, applicable state and local ordinances, and the documents accompanying this application. I hereby authorize the reviewing agency to inspect this project site for conformance. I understand that payment of the fee does not guarantee an approval will be issued.

Landowner's Signature <u>Tad Bartz</u>	Print Name <u>TAD BARTZ</u>	Date <u>12/3/15</u>
Designated Agent's Signature* <u>Chris Schaffer</u>	Print Name <u>CHRIS SCHAFFER</u>	Date <u>12/2/15</u>

\*Designated agent must have a written statement from landowner authorizing him/her to secure a stormwater plan approval in the landowner's name. No work can be done until approval is received. Return completed application and plans to: **Office of the Drain Commissioner**



## Union Township Site Plan Review Application 8/2015 Revision

### INSTRUCTIONS

- All items in this list must be included in the drawing unless exempted by ordinance or specifically noted as not included. Incomplete submissions may not be forwarded to the Planning Commission for review. All features of the plan must conform to the Union Township Zoning Ordinance 1991-5 and other state and local ordinances and laws as applicable. Union Township Well Head Protection documents are a part of Site Plan Review and required with your Site Plan submission.
  - To expedite this process you should make Storm Water Management and Road Permit Applications as soon as possible, and submit a copy of the site plan to the Mt. Pleasant Fire Department. Site plans received prior to these outside approvals may be reviewed as Preliminary Site Plan Reviews and may require a Final Site Plan Review submission after receiving outside agency approvals. You may elect to receive a Preliminary Review by the Planning Commission prior to other submittals. Contact the appropriate agency for their submission requirements and any required forms.
  - **Special Use Permits:** Uses requiring a Special Use Permit have both a special use permit approval process and a site plan review. The fee for a Special Use Permit is in addition to the site plan review fee\*. This form and a Special Use Permit Application must accompany application for a Special Use Permit. The Planning Commission will make a recommendation to the Charter Township of Union Board who has approval authority, thus requiring two meetings, one of the commission and one of the board. If desired, the applicant may elect to have the Public hearing with a preliminary plan showing sufficient detail to determine the impact on the surrounding properties, and address other issues of concern, and then proceed to final Site Plan Review. In this approach the commission will make its finding subject to final site plan approval at the first meeting, and the applicant will return with a detailed drawing meeting all the elements of site plan review, including submission to outside agencies.
  - **SUBMISSION DEADLINE:** Ten copies of the site plan and this completed check list must be submitted no less than 14 days prior to the Planning Commission meeting. The Planning Commission meets at 7:00 PM on the third Tuesday of each month. A Site Plan Review fee\* must accompany each submission. You will not receive any notification prior to your scheduled meeting; it is your responsibility to show up at the meeting. If you are uncertain, call the Zoning administrator at (989) 772 4600 ext 41
  - Applicants may submit a single copy of the plan and check list prior to the submission deadline to the zoning administrator for review and comment.
  - Land Owner (or his / her agent) is responsible to apply for all permits, including Building, Grading and Zoning permit, Sign Permit, Water and Sewer, and Land Divisions (if applicable) AFTER Planning Commission review and approval. The proposed use shall be constructed per the submitted plan including any conditions of approval. Minor revisions maybe approved by the zoning administrator. Consult with the township before implementing any changes to the approved site plan.
-

## Union Township Site Plan Review Application 2015 Revision

FILL OUT THE FOLLOWING

- I. This application is for (circle one) Preliminary Site Plan Review Final Site Plan Review
- II. Applicant Name Tad Bartz
- III. Applicant Address 2865 S. Lincoln Road, Mt. Pleasant MI 48858
- IV. Applicant Phone \_\_\_\_\_ Owner Phone \_\_\_\_\_
- V. Applicant is (circle) Contractor Architect/Engineer Developer Land Owner (skip V& VI)  
Other
- VI. Land Owner Name \_\_\_\_\_
- VII. Land Owner Address \_\_\_\_\_
- VIII. Project/Business Name Pleasant Optics
- IX. Fill out check list that follows. You must check off that each item has been included in the drawing. If an item is not going to be included in the construction, note that in the comment area. For the first three items, check off if you have made the required submittals to other reviewing agencies.

SUBMITTALS TO OTHER AGENCIES	[ Off	
<b>Storm water management plan approval prior to application. Reviewed by the County Engineer</b>	[	Copy of Union Township Storm Water Management Plan available upon request. Submit (2) copies of plan and calculations directly to the Isabella County Engineer, contact Bruce Rohrer at (989) 772 0911, ext. 231. Any review fees are additional.
<b>All curb cuts, acceleration/deceleration lanes, additional drives, and other matters pertaining to roads to be approved by MDOT or Isabella County Road Commission prior to application.</b>	N/A	MDOT (M 20, BR 127 sites) at (989) 773 7756. Contact Isabella County Road Commission (all other county roads) at (989) 773 7131. Submit (3) copies.
<b>Mt. Pleasant Fire Dept.</b>	[	Sgt Randy Keeler (989) 779-5122, (2) copies
<b>Isabella Co Transportation Commission (ICTC)</b>	[	Rick (989) 773 2913, (2) copies
<b>WELLHEAD PROTECTION REPORTING FORMS (Required for all Site Plans)</b>		
<b>Hazardous Substances Reporting Form Part I and II</b>	[	
<b>PERMIT INFORMATION - DEQ Check List</b>		
<b>SITE PLAN REQUIREMENTS</b>		
	<b>I Off</b>	<b>Comments - (also indicate any features which will not be included in the development or are not applicable)</b>
Name and addresses of Property Owner	X	Pleasant Optics 2865 S. Lincoln Road Mt. Pleasant MI. 48858
Name and Address of Applicant		
Provide Construction Type (per Mi Building Code) and if sprinkled, (assume Type IVb, un-sprinkled if not provided)	X	Renovation of existing building

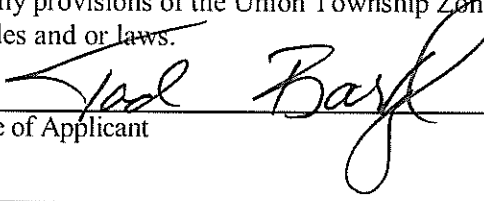
## Union Township Site Plan Review Application 2015 Revision

The date, north arrow and scale. The scale shall be not less than 1"= 20' for property under three (3) acres and not more than 1"=40' for property greater than three acres.	X	
All lot and/or property lines are to be shown and dimensioned, including building setback lines	X	
The <b>location and dimensions</b> of all existing and proposed: fire hydrants (within 400 feet of building) - - - -	X	
drives, -----	X	
sidewalks, (required ) -----	X	
curb openings, -----	X	
acceleration/deceleration lanes, -----	X	
signs, -----	X	
exterior lighting on buildings and parking lots, - -	X	
parking areas (Including handicapped parking spaces, barrier-free building access, unloading areas), -----	X	
recreation areas, -----	X	
common use areas, -----	X	
areas to be conveyed for public use and purpose. -	X	
Elevation of building front, side, and back. Include Sign size, height, and design. Canopy heights extending over driveways accommodate Public Transportation	X	
Source of utilities. Public water and sewer approval by Union Township Utility Coordinator prior to application.	N/A	Note: Union Township policy is to issue sewer and water permits after application for a building permit. Applicant is advised to contact the utility department for availability prior to site plan review. The township does not coordinate other utility matters. Applicant to assure himself that site is suitable for septic systems, contact Central Michigan District Health Department (773 5921)
All dumpsters shall be screened from public view with an opaque fence or wall no less than six feet in height. Show location. (Note most refuse contractors require concrete pad to place dumpsters upon)	X	Dumpster is located on a concrete pad and screened from public view.
The location and right-of-way width of all abutting roads, streets, alleys and easements.	X	
A locational sketch drawn to scale giving the section number and the nearest crossroads.	X	Location map on cover sheet of site plan.



**Union Township Site Plan Review Application** 2015 Revision

I submit the site plan and this application as a true representation of existing and proposed conditions. I agree to install all features as shown and to abide by conditions placed upon approval of this plan by the Union Township Planning Commission . False or inaccurate information placed upon this plan may be cause for revocation of any permits issued pursuant to site plan approval and / or removal of work installed. Any changes to the Site Plan now or in the future must be approved by the Union Township Planning Commission or Zoning Administrator. Approval of this plan shall not constitute the right to violate any provisions of the Union Township Zoning Ordinance 1991-5, or other applicable building or state codes and or laws.

  
\_\_\_\_\_  
Signature of Applicant

12/3/15  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Owner (if other than applicant)

\_\_\_\_\_  
Date

PLEASE PLACE OUR REVIEW ON THE December 15, 2015 (INSERT DATE)  
PLANNING COMMISSION MEETING. An owners representative WILL / WILL NOT attend. You  
will not receive a reminder of the scheduled meeting.

**Union Township Site Plan Review Application** 2015 Revision

<u>Township use</u>	Review Comments _____
File # _____	_____
Fee Paid initial _____	_____
Receipt # _____	_____
Date received _____	_____
Date review completed by Zoning Administrator _____	
Place on the _____ Planning Commission Agenda	
Planning Commission Decision _____	
_____	

# CHARTER TOWNSHIP OF UNION

## SITE PLAN REVIEW HAZARDOUS SUBSTANCES REPORTING FORM

This form must be completed and submitted as part of the site plan for facilities which may use, store, or generate hazardous substances or polluting materials (including petroleum-based products)

Name of business: Pleasant Optics

Name of business owner(s): Tad Bartz

Street and mailing address: 2865 S. Lincoln Road, Mt. Pleasant MI 48858

Telephone: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_\_\_

**I affirm that the information submitted is accurate.**

Owner(s) signature and date: Tad Bartz 12/3/15

Information compiled by: CHRIS SCHAFER  
Chris Schaffer 12/3/15

## Part 1: Management of Hazardous Substances and Polluting Materials

1. Y  N Will the proposed facility store, use or generate hazardous substances or polluting materials (including petroleum-based products) now or in the future? **If yes**, please complete this form and submit with your site plan. A catalogue and map of natural resources on and near the site, including an assessment of groundwater vulnerability is required to be submitted with your plan.
  
2. Y  N Will the hazardous substances or polluting materials be reused or recycle on-site?
  
3. Y  N Will any hazardous substances or polluting materials be stored on-site? **If yes**, identify the storage location on the site plan. Describe the size and type of secondary containment structure here or on an attached page. Submit a map and/or diagram of facilities on the site related to groundwater protection, including secondary containment structures, loading/unloading areas, drinking water wells, septic systems, underground storage tanks and storm drain inlets.
  
4. Y  N Will the new underground storage tanks be located less than 2000 feet from a drinking water well serving more than a single household?
  
5. Y  N Are existing underground storage tanks on-site less than 200 feet from a drinking water well serving more than a single household?  
  
If the answer to questions 4 or 5 are yes, you may be in violation of the State of Michigan underground storage tank regulations . For specific requirements, please contact the MDEQ Underground Storage Tank Division, District Office Telephone: 989-894-6200 (Saginaw Bay District Office)
  
6. Y  N Will the interior of the facility have general purpose floor drains? (general purpose floor drains should not be connected to a sanitary sewer system, stormwater drainage system, dry well or septic system). If yes, will the floor drain connect to: (circle one)  
  
a. on-site holding tank  
b. on-site system  
  
The on-site system must be approved by the MDEQ.  
Contact: MDEQ Waste Management Division,  
District Office telephone: 989-894-6200 (Saginaw Bay District Office)
  
7. Y  N Will hazardous substances or polluting materials be stored, used, or handled out-of doors near storm drains which discharge to lakes, streams, or wetlands? If yes, describe the type of catch basin or spill containment facilities which will be used (use an attached sheet with diagram if appropriate).

cc: Charter Township of Union Department of Public Works



## Part II: Types and Quantities of Hazardous Substances and Polluting Materials Used, Stored or Generated On-Site

Please list the hazardous substances and polluting materials (including chemicals, hazardous materials, petroleum products, hazardous wastes and other polluting materials) which are expected to be used, stored or generated on-site. Quantities should reflect the maximum volumes on hand at any time. Attach additional pages if necessary to list all hazardous substances and polluting materials.

Common Name	CHEMICAL NAME (components)	Form	MAX QUANTITY ON HAND AT ONE TIME	TYPE OF STORAGE CONTAINERS
	<b>KEY:</b> LiQ. = liquid P.LIQ = pressurized liquid S = solids G = gas PG = pressurized gas			<b>KEY:</b> AGT = above ground tank DM = drums UGT = underground tank Cy = cylinders CM = metal cylinders CW = wooden or composition container TP = portable tank



# PERMIT INFORMATION

[www.michigan.gov/deqpermits](http://www.michigan.gov/deqpermits)

The Department of Environmental Quality (DEQ) has prepared a list of key questions to help identify what DEQ permits, licenses, or approvals of a permit-like nature may be needed. By contacting the appropriate offices indicated, you will help reduce the possibility that your project or activity will be delayed due to the untimely discovery of additional permitting requirements later in the construction process. While this list covers the existence of permits and approvals required from the DEQ, it is not a comprehensive list of all legal responsibilities. A useful way to learn whether other requirements will apply is to go through the Self-Environmental Assessment in the Michigan Guide to Environmental, Health, and Safety Regulations, online at: <http://www.michigan.gov/ehs/guide>. Please call the Environmental Assistance Center at 800-662-9278 to talk with any of the DEQ programs noted below.

KEY QUESTIONS:	Y	S	No	PROGRAM WEBPAGE AND CONTACTS
<b>MISCELLANEOUS CONSTRUCTION</b>				
<i>Air Quality Permit to install:</i> Will your business involve the installation or construction of any process equipment that has the potential to emit air contaminants (e.g. dry sand blasting, boilers, standby generators)?			<input checked="" type="radio"/> No	Air Quality Division (AQD), Permit Section
<i>Asbestos Notification:</i> Does the project involve renovating or demolishing all or portions of a building? Notification is required for asbestos removal and required for all demolitions even if the structure never contained asbestos.	<input checked="" type="radio"/> Y		<input checked="" type="radio"/> No	AQD Asbestos Program
<i>Land and Water Featured Programs (Water Resources Division) - USACE Consolidated Permits:</i> Please consult the Land and Water Management Decision Tree document to evaluate whether your project needs a land and water management permit (i.e., Does the project involve filling, dredging, placement of structures, draining, or use of a wetland?).	<input checked="" type="radio"/> Y		<input checked="" type="radio"/> No	Water Resources Division (WRD), Joint Permit Application
<i>Soil Erosion and Sedimentation Control:</i> Does the project involve an earth change activity (including land balancing, demolition involving soil movement, and construction)?	<input checked="" type="radio"/> Y		<input checked="" type="radio"/> No	Soil Erosion and Construction Storm Water, or Contact your Local Agency
<i>NPDES Storm Water Discharge from Construction Sites Notice of Coverage:</i> Does the project involve construction which will disturb one or more acres that come into contact with storm water that enters a storm sewer, drain, lake, stream, or other surface water?	<input checked="" type="radio"/> Y		<input checked="" type="radio"/> No	NPDES Storm Water Permits Program, or appropriate DEQ District Office
<i>Public Swimming Pool Construction (Spas/Hot Tubs) Permits:</i> Will your business involve the construction or modification of a public swimming pool, spa or hot tub?	<input checked="" type="radio"/> Y		<input checked="" type="radio"/> No	Public Swimming Pool Program, or appropriate DEQ District Office
<i>Threatened and Endangered Species:</i> Does the project involve activities that would destroy a protected species of plant or animal or disturb a protected animal species?			<input checked="" type="radio"/> No	Endangered Species Assessment, Threatened and Endangered Species Program, 517-373-1552
Does the project involve construction or alteration of any sewage collection or treatment facility?	<input checked="" type="radio"/> Y		<input checked="" type="radio"/> No	Appropriate District Office, WRD, Part 41 Construction Permit Program
Does the project involve construction of a facility that landfills, transfers, or processes of any type of solid non-hazardous waste on-site, or places industrial residuals/sludge into or onto the ground?	<input checked="" type="radio"/> Y		<input checked="" type="radio"/> No	Office of Waste Management and Radiological Protection (OWMRP), Solid Waste, Appropriate DEQ District Office
Does the project involve the construction of an on-site treatment, storage, or disposal facility for hazardous waste?	<input checked="" type="radio"/> Y		<input checked="" type="radio"/> No	OWMRP, Hazardous Waste Section, Treatment, Storage and Disposal
<b>WATER SUPPLY (More information, see: <a href="http://www.michigan.gov/deqwater">http://www.michigan.gov/deqwater</a>. select drinking water)</b>				
I am buying water from my community water supply (i.e. city of Detroit or Grand Rapids)	<input checked="" type="radio"/> Y		<input checked="" type="radio"/> No	Contact your Local Water Utility
I have a private or other water supply well (Type III)	<input checked="" type="radio"/> Y		<input checked="" type="radio"/> No	Contact your (District or County) Local Health Department
I have a Non-Community Water Supply (Type II)	<input checked="" type="radio"/> Y		<input checked="" type="radio"/> No	Guide, Contact your (District or County) Local Health Department
I am a community water supply (Type I)	<input checked="" type="radio"/> Y		<input checked="" type="radio"/> No	Community Water Supply DEQ District Office Community Water Supply Program

<b>WASTEWATER MANAGEMENT</b>		
Storm Water Discharge to Wetlands: Will storm water be collected, stored, or treated in a wetland area from a public road, industrial, commercial, or multi-unit residential development?	Y <input checked="" type="radio"/> N <input type="radio"/>	WRD, Joint Permit Application
Great Lakes: Does the project involve construction, filling, or dredging below the Ordinary High Water Mark of one of the Great Lakes?	Y <input checked="" type="radio"/> N <input type="radio"/>	WRD, Joint Permit Application
Inland Lakes and Streams: Does the project involve any dredging, filling, placement of structures, or the operation of a marina within an inland waterbody (e.g. lake, river, stream, drain, creek, ditch, or canal), enlargement of a waterbody, or excavation of a pond within 500 feet of a	Y <input type="checkbox"/> N <input checked="" type="radio"/>	WRD, Joint Permit Application
Storm Water Ponds and Discharges to Inland Lakes/Streams. or Great Lakes: Will storm water from any road or any other part of the development be discharged either directly or ultimately to an inland waterbody, or one of the Great Lakes; or will a storm water pond be constructed within 500 feet of an inland waterbody?	Y <input type="checkbox"/> N <input checked="" type="radio"/>	WRD, Joint Permit Application
Does the project involve placement of fill, earth moving, or placement of structures within the 100-year floodplain of a watercourse?	Y <input type="checkbox"/> N <input checked="" type="radio"/>	WRD, Joint Permit Application
Does the project involve construction of a building or septic system in a designated Great Lakes high risk erosion area?	Y <input type="checkbox"/> N <input checked="" type="radio"/>	WRD, Shoreland Management
Does the project involve dredging, filling, grading, or other alteration of the soil, vegetation, or natural drainage, or placement of permanent structures in a designated environmental area?	Y <input checked="" type="radio"/> N <input type="radio"/>	WRD Shoreland Management
Does the project propose any development, construction, silvicultural activities or contour alterations within a designated critical dune area?	Y <input checked="" type="radio"/> N <input type="radio"/>	WRD, Sand Dune Management
Does the project involve construction of a dam, weir or other structure to impound flow?	Y <input checked="" type="radio"/> N <input type="radio"/>	WRD, Dam Safety Program
<b>CONSTRUCTION PERMITS (SECTOR SPECIFIC)</b>		
Does the project involve the construction or alteration of a water supply system or sewage disposal system for a <b>manufactured housing</b> project?	Y <input type="checkbox"/> N <input checked="" type="radio"/>	Office of Drinking Water & Municipal Assistance (ODWMA)
Does the project involve a <b>subdivision or site condominium</b> project utilizing individual on-site subsurface disposal systems or individual wells?	YN <input type="checkbox"/> N <input checked="" type="radio"/>	ODWMA
Does the project involve the construction or modification of a <b>campground</b> ?	Y <input type="checkbox"/> N <input checked="" type="radio"/>	ODWMA, Campgrounds program
Does the project involve the construction or modification of a <b>public swimming pool</b> ?	Y <input type="checkbox"/> N <input checked="" type="radio"/>	ODWMA, Swimming pools program
<b>OPERATIONAL PERMITS</b>		
<b>Renewable Operating Permit:</b> Does your facility have the potential to emit any of the following: 100 tons per year or more of any criteria pollutant; 10 tons per year or more of any hazardous air pollutant; or 25 tons per year or more of any combination of hazardous air pollutants?	Y <input type="checkbox"/> N <input checked="" type="radio"/>	AQD, Permit Section
<b>NPDES:</b> Does the project involve the discharge of any type of wastewater to a storm sewer, drain, lake, stream, or other surface water?	Y <input type="checkbox"/> N <input checked="" type="radio"/>	WRD, Appropriate DEQ District Office, or National Pollutant Discharge Elimination NPDES Permit Program
Does the facility have <b>industrial</b> activity that comes into contact with <b>storm water</b> that enters a storm sewer, drain, lake, stream, or other surface	Y <input type="checkbox"/> N <input checked="" type="radio"/>	WRD, Permits Section, or appropriate DEQ District Office
Does the project involve the discharge of wastewaters into or onto the ground (e.g. subsurface disposal or irrigation)?	Y <input checked="" type="radio"/> N <input type="radio"/>	WRD, Groundwater Permits Program
Does the project involve the drilling or deepening of wells for waste disposal?	Y <input checked="" type="radio"/> N <input type="radio"/>	Office of Oil Gas and Minerals (OOGM)
Does the project involve landfilling, transferring, or processing of any type of solid nonhazardous waste on-site, or placing industrial residuals/sludge into or onto the ground?	Y <input checked="" type="radio"/> N <input type="radio"/>	OWMRP or Appropriate DEQ District Office

Does the project involve the on-site treatment, storage, or disposal of hazardous waste?	Y <input type="checkbox"/> N <input checked="" type="radio"/>	OWMRP, Hazardous and Liquid Waste
Does the project require a site identification number (EPA number) for regulated waste activities (used oil, liquid waste, hazardous waste, universal waste, PCBs)? ( <a href="#">Web Site</a> )	Y <input type="checkbox"/> N <input checked="" type="radio"/>	OWMRP, Appropriate DEQ District Office
Does the project involve the receipt, possession, manufacture, use, storage, transport, transfer, release, or disposal of radioactive material in any form?	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	OWMRP, Radioactive Material and Standards Unit
Does the project involve decommissioning or decontamination of tanks, piping, and/or appurtenances that may have radioactive levels above background?	Y <input type="checkbox"/> N <input checked="" type="radio"/>	OWMRP Radioactive Material and Standards Unit
Do you desire to develop a withdrawal of over 2,000,000 gallons of water per day from any source other than the Great Lakes and their connecting waterways? Or, do you desire to develop a withdrawal of over 5,000,000 gallons of water per day from the Great Lakes or their connecting	Y <input type="checkbox"/> N <input checked="" type="radio"/>	WRD, DWEHS, Source Water Protection Unit
<b>CHEMICAL ADDITION PROJECTS</b>		
Are you using chemicals or materials in, or in contact with, drinking water at any point in the water works system?	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	WRD, Appropriate DEQ District Office, Public Water Supply Program
Are you applying a chemical treatment for the purpose of aquatic nuisance control (pesticide/herbicide etc) in a water body (i.e. lake, pond or river)? (S.	Y <input type="checkbox"/> N <input checked="" type="radio"/>	WRD, Aquatic Nuisance Control and Remedial Action Unit
Are you applying materials to a water body for a water resource management project (i.e. mosquito control treatments, dye testing, or fish reclamation projects)?	Y <input type="checkbox"/> N <input checked="" type="radio"/>	WRD, Surface Water Assessment Section
<b>OPERATIONAL PERMITS (SECTOR SPECIFIC)</b>		
Does the project involve the transport of some other facility's non-hazardous liquid waste?	Y <input type="checkbox"/> N <input checked="" type="radio"/>	OWMRP, Transporter Program
Does the project involve the transport hazardous waste?	Y <input type="checkbox"/> N <input checked="" type="radio"/>	OWMRP, Transporter Program
Does your facility have an electric generating unit that sells electricity to the grid and burns a fossil fuel?	Y <input type="checkbox"/> N <input checked="" type="radio"/>	AQD, Acid Rain Permit Program
Is the project a dry cleaning establishment utilizing perchloroethylene or a flammable solvent in the cleaning process?	Y <input type="checkbox"/> N <input checked="" type="radio"/>	DEQ, AQD, Dry Cleaning Program
Does your laboratory test potable water as required for compliance and monitoring purposes of the Safe Drinking Water Act?	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	DEQ, Laboratory Services Certifications
Does the project involve the generation of medical waste or a facility that treats medical waste prior to its disposal?	Y <input type="checkbox"/> N <input checked="" type="radio"/>	OWMRP, Medical Waste Regulatory Program
Does the project involve transport of septic tank, cesspool, or dry well contents or the discharge of septage or sewage sludge into or onto the ground?	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	ODWMA, Septage Program
Do you store, haul, shred or process scrap tires?	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	OWMRP, Scrap Tire Program
Does the project involve the operation of a public swimming pool?	Y <input type="checkbox"/> N <input checked="" type="radio"/>	ODWMA, Public Swimming Pools Program
Does the project involve the operation of a campground?	Y <input type="checkbox"/> N <input checked="" type="radio"/>	ODWMA Campgrounds
Do you engage in the business of hauling bulk water for drinking or household purposes (except for your own household use)?	Y <input type="checkbox"/> N <input checked="" type="radio"/>	ODWMA, Water Hauler Information
<b>PERSONAL LICENSES/CERTIFICATIONS</b>		
Are you designated by your facility to be the Certified Operator to fulfill the requirements of a wastewater discharge permit (NPDES including Storm	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	WRD, Operator Training, Storm Water Program

<b>Water or Groundwater)?</b>		
Are you a <b>drinking water operator</b> in charge of a water treatment or water distribution system, back-up operator, or shift operator?	Y E] <input type="radio"/> N <input type="radio"/> E]	WRD, Operator Training
Are you a <b>waterwell drilling contractor, pump installer, dewatering well contractor or dewatering well pump installer?</b>	Y <input type="checkbox"/> <input type="radio"/> N <input checked="" type="radio"/>	WRD, Well Construction Unit
<b>OIL, GAS AND MINERALS</b>		
Do you want to operate a <b>central production facility</b> (applies to oil and gas production facilities where products of diverse ownership are	Y <input type="checkbox"/> <input type="radio"/> N <input type="checkbox"/>	00GM Petroleum Geology and Production Unit
Does the project involve the removal of sand from a <b>sand dune area</b> within two (2) miles of a Great Lakes shoreline?	Y <input checked="" type="checkbox"/> <input type="radio"/> N <input type="checkbox"/>	00GM, Minerals and Mapping Unit, Sand Dune Mining Program
Does the project involve the diversion and control of water for the mining and processing of <b>low grade iron ore?</b>	Y E] <input type="radio"/> N <input type="checkbox"/>	00GM, Minerals and Mapping
Does the project involve the surface or open-pit mining of <b>metallic mineral deposits?</b>	Y <input type="checkbox"/> <input type="radio"/> N <input type="checkbox"/>	00GM, Minerals and Mapping
Does the project involve the mining of <b>nonferrous mineral deposits</b> at the surface or in underground mines?	Y <input type="checkbox"/> <input type="radio"/> N <input type="checkbox"/>	00GM, Minerals and Mapping
Does the project involve mining <b>coal?</b>	Y <input type="checkbox"/> <input type="radio"/> N <input type="checkbox"/>	00GM, Minerals and Mapping
Do you want to change the status of an <b>oil or gas well</b> (i.e. plug the well)?	Y <input type="checkbox"/> <input type="radio"/> N <input type="checkbox"/>	00GM, Permits and Bonding Unit
Does the project involve drilling of <b>oil, gas, brine disposal, secondary recovery, or hydrocarbon storage wells?</b>	Y E] <input type="radio"/> N <input type="checkbox"/>	00GM, Permits and Bonding Unit
Does the project involve plugging or deepening of an <b>oil or gas well</b> , or conveying rights in the well as an owner to another person?	Y <input checked="" type="checkbox"/> <input type="radio"/> N <input type="checkbox"/>	00GM, Permits and Bonding Unit
Does the project involve changing the status or plugging of a <b>mineral well?</b>	Y <input type="checkbox"/> <input type="radio"/> N <input type="checkbox"/>	00GM, Minerals and Mapping
Does the project involve the drilling or deepening of <b>wells for brine production, solution mining, storage, or as test wells?</b>	Y <input type="checkbox"/> <input type="radio"/> N <input type="checkbox"/>	00GM, Minerals and Mapping
Does the project involve decommissioning or decontamination of tanks, piping, and/or appurtenances that may have <b>radioactive levels</b> above background?	Y <input type="checkbox"/> <input type="radio"/> N <input type="checkbox"/>	OWMRP, Radioactive Protection Programs
<b>STORAGE TANKS (CONSTRUCTION AND OPERATION)</b>		
Does the project involve the installation of an <b>aboveground storage tank</b> for a flammable or combustible liquid (under 200 degrees Fahrenheit)?	Y <input type="checkbox"/> <input type="radio"/> N <input type="checkbox"/>	Michigan Department of Licensing and Regulatory Affairs (DLARA) - Storage Tank Unit 517-335-7211
Does the project involve the installation of a <b>compressed natural gas dispensing station</b> with storage?	Y <input checked="" type="checkbox"/> <input type="radio"/> N <input type="checkbox"/>	DLARA Storage Tank Unit, 517-335-7211
Does the project involve the installation of a <b>liquefied petroleum gas</b> container filling location or storage location that has a tank with a capacity of more than 2,000 gallons or has two (2) or more tanks with an aggregate capacity of more than 4,000 gallons?	Y <input type="checkbox"/> <input type="radio"/> N <input type="checkbox"/>	DLARA Storage Tank Unit, 517-335-7211
Does the project involve the installation, removal, or upgrade of an <b>underground storage tank</b> containing a petroleum product or a hazardous substance?	Y <input type="checkbox"/> <input type="radio"/> N <input type="checkbox"/>	DLARA Storage Tank Unit, 517-335-7211
Does the project involve the <b>installation</b> of a <b>hydrogen system?</b>	Y <input type="checkbox"/> <input type="radio"/> N <input type="checkbox"/>	DLARA Storage Tank Unit, 517-335-7211

**UNION TOWNSHIP CONSTRUCTION CONTACTS**

**Building & Zoning Permits  
Sign Permit  
Water and Sewer review  
Site Plan Review**

Charter Township of Union  
2010 S. Lincoln Rd  
Mt. Pleasant, MI 48858

(989) 772 4600 (switchboard)  
(989) 773 1988 (FAX)

Building Official  
Randy Robinson - Ext. 227  
[rrobinson@uniontownshipmi.com](mailto:rrobinson@uniontownshipmi.com)

Zoning Administrator  
Peter Gallinat - Ext. 241  
[pgallinat@uniontownshipmi.com](mailto:pgallinat@uniontownshipmi.com)

Public Works Coordinator  
Kim Smith - Ext. 224  
[ksmith@uniontownshipmi.com](mailto:ksmith@uniontownshipmi.com)

**Road Permits**

(submit (2) copies of site plan directly to proper authority prior to Site Plan Review)

State Highways M 20 and US 127 (portions of E. Pickard Rd, E Remus Rd, and Mission Rd)

MDOT  
1212 Corporate Drive  
Mt. Pleasant, MI 48858  
(989) 773-7756 FAX 775 6329

All other roads

Isabella County Road Commission  
2261 E. Remus Rd  
Mt. Pleasant, MI 48858  
(989) 773 7131 (FAX) 772 2371

ICTC  
2100 E Transportation Dr  
Mt. Pleasant, MI 48858  
(989)772-9441

# Union Township Site Plan Review Application 2015 Revision

## **Storm Water Management Plan**

Submit (2) copies of Storm Water Management Plan directly to county engineer prior to Site Plan Review Code - Union Township Ord. 1992-9 Storm Water Management

Isabella County Building

Resource Management  
ATTN: Bruce Rohrer PE  
200 N. Main St.  
Mt. Pleasant, MI 48858

(989) 772 0911 Ext. 231 (FAX) 773 7431

## **Plumbing, Electrical, Mechanical Permits**

Isabella County Building  
Inspections  
ATTN: (SEE FOLLOWING LIST)  
200 N. Main St.  
Mt. Pleasant, MI 48858  
(989) 772 0911 Ext. (SEE FOLLOWING) (FAX) 773 7431

Electrical Inspector  
Tim Wardwell - Ext. 230

Plumbing and Mechanical Inspector  
Doug Elias - Ext. 228

## **Fire Department Review**

Sgt. Randy Keeler  
804 E. High St.  
Mt. Pleasant, MI 48858  
(989) 779-5122 (FAX) 773 4020  
[rkeeler@mt-pleasant.org](mailto:rkeeler@mt-pleasant.org)

## **Addressing**

Isabella County Building Official (989) 772 0911, Ext 228

## **Miscellaneous**

Phone - GTE (800) 483 5600, Verizon (800) 483 4000  
Gas/Electric - Consumer Energy (800) 572 4788, MichCon (800) 477 4747 Central MI Dist. Health Dept. (989) 773 5921  
Miss Dig (800) 482 7171

**Project:** Pleasant Optics, Union Township, MI

**Subject:** Stormwater Detention Basin Sizing

**Determination of Required Detention  
Rational Method**

**Design Information:**

Area of Site = 3.07 acres  
 Release Rate, 0.10 cfs/acre 0.307 cfs

Impervious area (32565 sft) 0.9  
 Pervious / lawn area (101164 sft) 0.2  
 Composite Runoff Coefficient 0.37

(A)		(B)	(C)	(D)	(E)	(F)
Storm Duration		Intensity For	Inflow	Release	Stored	Storage
(Hours)	(Minutes)	25-year Storm	Rate	Rate	Rate	(inch)
		(in/hr)				
0.08	5	5.88	2.18	0.31	1.87	0.15
0.17	10	5.16	1.91	0.31	1.60	0.27
0.25	15	4.40	1.63	0.31	1.32	0.33
0.33	20	3.72	1.38	0.31	1.07	0.36
0.5	30	3.02	1.12	0.31	0.81	0.41
0.67	40	2.48	0.92	0.31	0.61	0.41
0.83	50	2.15	0.80	0.31	0.49	0.41
1	60	1.92	0.71	0.31	0.40	0.40
1.5	90	1.43	0.53	0.31	0.22	0.33
2	120	1.19	0.44	0.31	0.13	0.27
3	180	0.87	0.32	0.31	0.02	0.05
6	360	0.51	0.19	0.31	-0.12	-0.71
12	720	0.30	0.11	0.31	-0.20	-2.35
18	1080	0.21	0.08	0.31	-0.23	-4.13
24	1440	0.17	0.06	0.31	-0.24	-5.86

Required Storage =	0.41 inches
=	0.10 acre-feet
=	4,543 cubic feet

Existing on site storage	=	2,005 cubic feet
--------------------------	---	------------------

**Proposed Swale**

Top of Swale	794.5	2144 sft
Bottom of Swale	793	1351 sft
Average Area		1747.5 sft
Storage Volume		2621.25 cubic feet

<b>TOTAL VOLUME</b>	<b>4626.25 cubic feet</b>
---------------------	---------------------------

**Storage provided > Storage required**



**APPLICATION FOR A SPECIAL USE PERMIT**

I (we) Lux Family Properties CZA, LLC OWNERS OF PROPERTY AT  
2300 S. Lincoln Rd LEGAL DESCRIPTION AS FOLLOWS:  
mt. pleasant

*See attached*

Respectfully request that a determination be made by the Township Board on the following request:

- I. Special Use For expansion of the funeral home
- II. Junk Yard Permit



**Note:** Use one of the sections below as appropriate. If space provided is inadequate, use a separate sheet.

I. Special Use Permit is requested for approx 7000 sq ft expansion plus related parking to provide a reception center

Give reason why you feel permit should be granted: expansion of existing permitted use

II. Junk Yard Permit requirements are:

Location of property to be used \_\_\_\_\_

Zoning of the area involved is R2A

Zoning of the abutting areas R2A R3A



Fees \$200 Signature of Applicant Charles R. Lux

Date 12-18-15

## UNION TOWNSHIP PUBLIC HEARING NOTICE -SPECIAL USE PERMIT

NOTICE is hereby given that a Public Hearing will be held on Tuesday, January 19, 2016, at 7:00 p.m. at the Union Township Hall located at 2010 South Lincoln Road, Mt. Pleasant, Michigan, before the Union Township Planning Commission for the purpose of hearing any interested persons in the following request for a Special Use Permit, as allowed by the Union Township Zoning Ordinance 1991-5 as amended.

Requested by **Lux Family Properties CZA, LLC**, a Special Use Permit in a R-2A (One and Two-Family Residential District) zone for Public and Institutional Use Reception Center

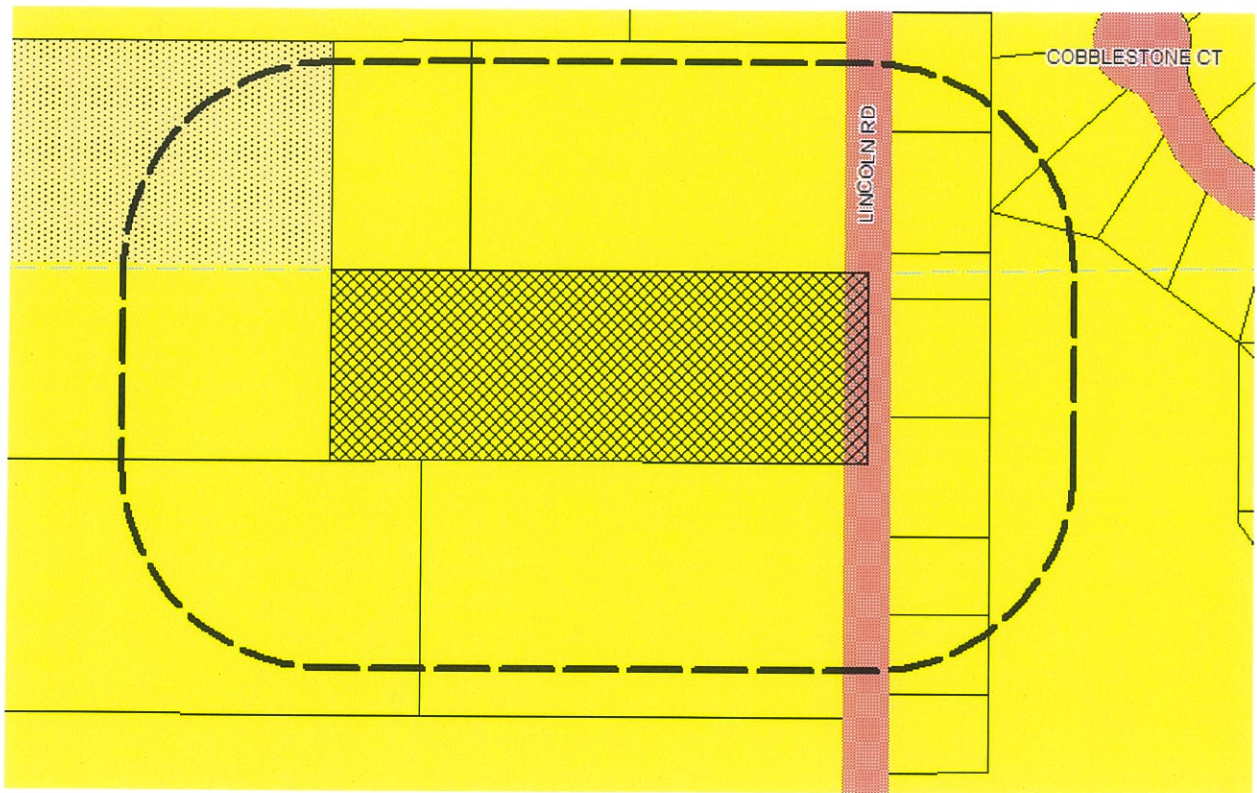
Legal Description of property: T14N R4W SEC 17 COM AT NE COR OF SEC 17 TH S 00D 26M 40S E 1322.78 FT TO POB TH S 00D 26M 40S E 275.00 FT TH S 89D 43M 46S W 743.91 FT TH N 00D 26M 40S W 275.10 FT TH N 89D 44M 15S E 743.91 FT BACK TO POB 4.7 A M/L AND SUBJECT TO HIGHWAY USE OF THE EAST 33 FT THEREOF AND ALSO SUBJECT TO AND TOGETHER WITH ANY OTHER EASEMENTS AND/OR RESTRICTIONS OF RECORD . COMB/SPLIT FOR 2007 FROM 20-001-08 & 20-001-09 TO 20-001-10 & 20-001-12

This property is located at: 2300 S LINCOLN RD Mt. Pleasant, MI 48858

All interested persons may submit their views in person, in writing, or by signed proxy prior to the public hearing or at the public hearing.

All materials concerning this request may be seen at the Union Township Hall, located at 2010 S. Lincoln Road, Mt. Pleasant, Michigan, between the hours of 8:30 a.m. and 4:30 p.m., Monday through Friday. Phone (989) 772 4600 extension 241.

Peter Gallinat,  
Township Planner



The checkered Parcel is located at 2300 S. Lincoln Road and is zoned R-2A (One and Two Family District). The applicant is applying for a Special Use Permit for a Public and Institutional Use for a Reception Center. The surrounding parcel colored yellow are also zoned R-2A. The one brown parcel is zoned R-3A (Apartment and Condominium District)

LONG PATRICIA J &  
2191 S LINCOLN RD  
MT PLEASANT, MI 48858

HOWARD RONALD & CINDY  
2233 S LINCOLN RD  
MT PLEASANT, MI 48858

BAKER JAMES & CAROL  
2293 S LINCOLN RD  
MT PLEASANT, MI 48858

ZUIRMAN RATU & ZAINUDIN  
GLORIA  
2315 S LINCOLN RD  
MT PLEASANT, MI 48858

ORLOSKI MARY H & GRIMES JILL E  
2337 S LINCOLN RD  
MT PLEASANT, MI 48858

MILLER DAVID D ET UX  
2355 S LINCOLN RD  
MT PLEASANT, MI 48858

CRESTWOOD VILLAGE ASSIST  
LIVIN  
3196 KRAFT AVE SE STE 200  
GRAND RAPIDS, MI 49512

CRESTWOOD HOLDINGS LLC  
1026 PINEVIEW CT  
ALMA, MI 48801

ISABELLA COUNTY  
200 N MAIN ST  
MT PLEASANT, MI 48858

LUX FAMILY PROPERTIES CZA  
LLC  
2300 S LINCOLN RD  
MOUNT PLEASANT, MI 48858

LUX CHARLES & MINDE  
1240 BUCKINGHAM PLACE  
MOUNT PLEASANT, MI 48858

N MI DIST OF WESLEYAN CHURCH  
720 WAYNE ST  
TRAVERSE CITY, MI 49684-1493

VICTORY CHRISTIAN CENTER  
1114 W HIGH ST  
MT PLEASANT, MI 48858

SHOFF VICTORIA  
2052 COBBLESTONE CT  
MT PLEASANT, MI 48858

SHEETS LARRY & DONNA  
2032 COBBLESTONE CT  
MT PLEASANT, MI 48858



## AFFIDAVIT OF PUBLICATION

48 West Huron Street • Pontiac, MI 48342

**CHARTER TOWNSHIP OF UNION**  
**2010 S Lincoln**

**Mount Pleasant, MI 48858**  
**Attention: peter gallinat**

**STATE OF MICHIGAN,**  
**COUNTY OF OAKLAND**

*Lynn Dropping*  
Lynn Dropping

The undersigned \_\_\_\_\_, being duly sworn the he/she is the principal clerk of Morning Sun, morningstarpublishing.com, published in the English language for the dissemination of local or transmitted news and intelligence of a general character, which are duly qualified newspapers, and the annexed hereto is a copy of certain order, notice, publication or advertisement of:

**UNION TOWNSHIP  
PUBLIC HEARING NOTICE - SPECIAL USE PERMIT**

NOTICE is hereby given that a Public Hearing will be held on Tuesday, January 19, 2016, at 7:00 p.m. at the Union Township Hall located at 2010 South Lincoln Road, Mt. Pleasant, Michigan, before the Union Township Planning Commission for the purpose of hearing any interested persons in the following request for a Special Use Permit, as allowed by the Union Township Zoning Ordinance 1991-5 as amended.

Requested by **Lux Family Properties CZA, LLC**, a Special Use Permit in a R-2A (One and TwoFamily Residential District) zone for Public and Institutional Use Reception Center

Legal Description of property: T14N R4W SEC 17 COM AT NE COR OF SEC 17 TH S 00D 26M 40S E 1322.78 FT TO POB TH S 00D 26M 40S E 275.00 FT TH S 89D 43M 46S W 743.91 FT TH N 00D 26M 40S W 275.10 FT TH N 89D 44M 15S E 743.91 FT BACK TO POB 4.7 A M/L AND SUBJECT TO HIGHWAY USE OF THE EAST 33 FT THEREOF AND ALSO SUBJECT TO AND TOGETHER WITH ANY OTHER EASEMENTS AND/OR RESTRICTIONS OF RECORD . COMB/SPLIT FOR 2007 FROM 20-001-08 & 20-001-09 TO 20-001-10 & 20-001-12

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Peter Gallinat,  
Township Planner

### CHARTER TOWNSHIP OF UNION

#### Published in the following edition(s):

Morning Sun	01/04/16
morningstarpublishing.com	01/04/16



Sworn to the subscribed before me this 4<sup>th</sup> January 2016

*Tina M. Crown*

**Notary Public, State of Michigan**  
**Acting in County of Oakland**

#### Advertisement Information

Client Id: 531226

Ad Id: 868990

PO: supa 2016-01

Sales Person: 200307

**DESCRIPTIONS PREPARED:**

**PARCEL A**

A PARCEL OF LAND IN THE SOUTH 1/4 OF THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 17, T.14 N.- R.4 W., UNION TOWNSHIP, ISABELLA COUNTY, MICHIGAN, DESCRIBED AS FOLLOWS: TO FIX THE POINT OF BEGINNING, COMMENCE AT THE NORTHEAST CORNER OF SAID SECTION 17; THENCE S.00°-26'-40"E., ON THE EAST LINE OF SAID SECTION, 992.09 FEET; THENCE S.89°-44'-44"W., ON THE NORTH LINE OF SAID SOUTH 1/4, 572.35 FEET TO THE POINT OF BEGINNING OF THIS DESCRIPTION; THENCE S.00°-26'-40"E., PARALLEL WITH SAID EAST SECTION LINE, 330.77 FEET TO A POINT ON THE NORTH 1/8 LINE OF SAID SECTION; THENCE S.89°-44'-15"W., ON SAID NORTH 1/8 LINE, 171.56 FEET; THENCE N.00°-26'-40"W., PARALLEL WITH SAID EAST SECTION LINE, 330.80 FEET; THENCE N.89°-44'-44"E., ON THE NORTH LINE OF SAID SOUTH 1/4, 171.56 FEET BACK TO THE POINT OF BEGINNING, CONTAINING 1.30 ACRES OF LAND AND SUBJECT TO A PUBLIC AND/OR PRIVATE EASEMENT FOR INGRESS/EGRESS AND UTILITIES OVER AND ACROSS THE NORTH 66.00 FEET THEREOF AND ALSO SUBJECT TO AND TOGETHER WITH ANY EASEMENTS AND/OR RESTRICTIONS OF RECORD.

**PARCEL B**

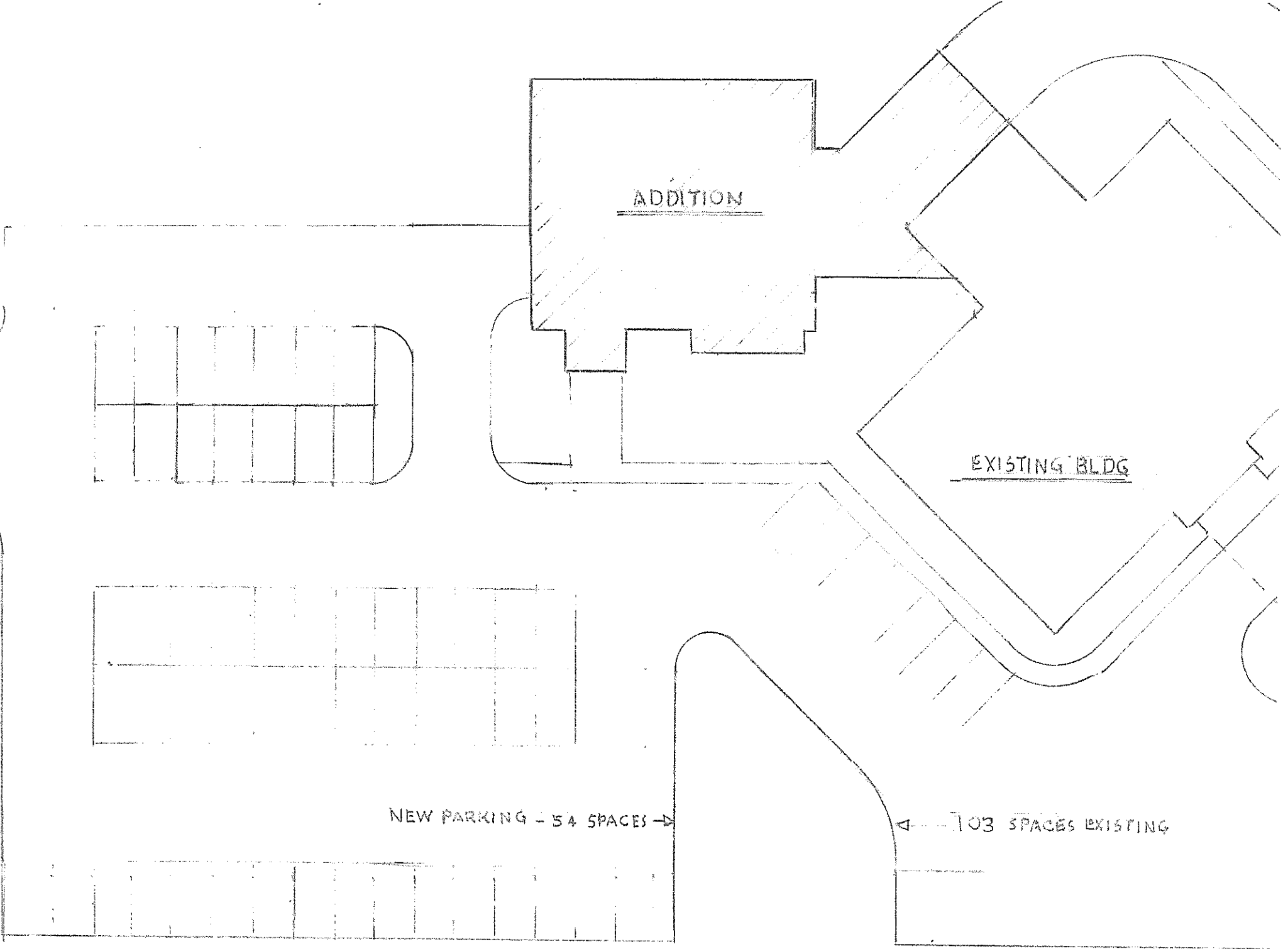
A PARCEL OF LAND IN THE NORTH 1/4 OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 17, T.14 N.- R.4 W., UNION TOWNSHIP, ISABELLA COUNTY, MICHIGAN, DESCRIBED AS FOLLOWS: TO FIX THE POINT OF BEGINNING, COMMENCE AT THE NORTHEAST CORNER OF SAID SECTION 17; THENCE S.00°-26'-40"E., ON THE EAST LINE OF SAID SECTION, 1322.78 FEET TO THE NORTHEAST CORNER OF SAID NORTH 1/4 AND THE POINT OF BEGINNING OF THIS DESCRIPTION; THENCE S.00°-26'-40"E., CONTINUING ON SAID EAST SECTION LINE, 275.00 FEET; THENCE S.89°-43'-46"W., PARALLEL WITH THE SOUTH LINE OF SAID NORTH 1/4, 743.91 FEET; THENCE N.00°-26'-40"W., PARALLEL WITH SAID EAST SECTION LINE, 275.10 FEET; THENCE N.89°-44'-15"E., ON THE NORTH 1/8 LINE OF SAID SECTION, 743.91 FEET BACK TO THE POINT OF BEGINNING, CONTAINING 4.70 ACRES OF LAND AND SUBJECT TO HIGHWAY USE OF THE EAST 33.00 FEET THEREOF AND ALSO SUBJECT TO AND TOGETHER WITH ANY OTHER EASEMENTS AND/OR RESTRICTIONS OF RECORD.

ADDITION

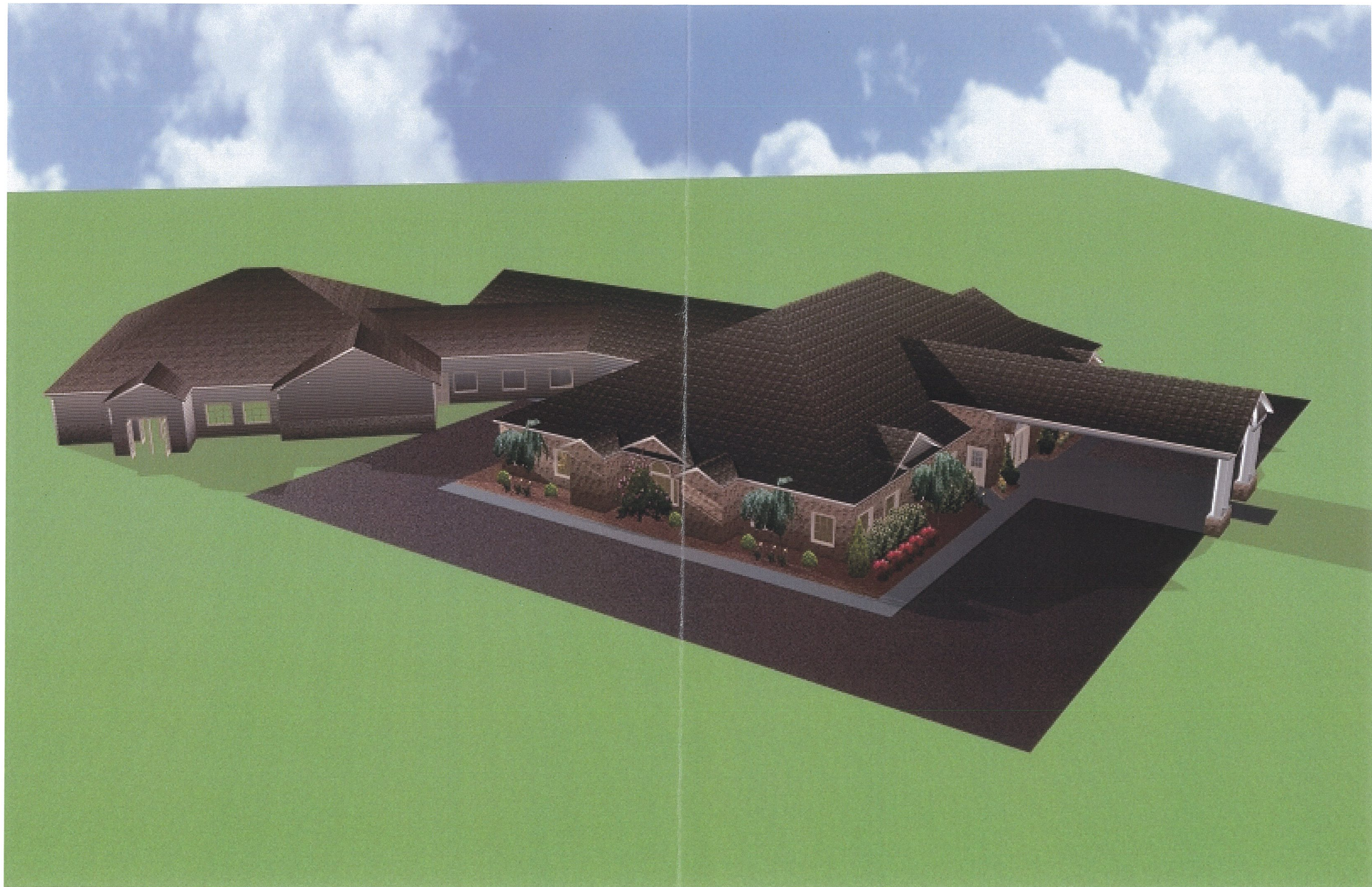
EXISTING BLDG

NEW PARKING - 54 SPACES →

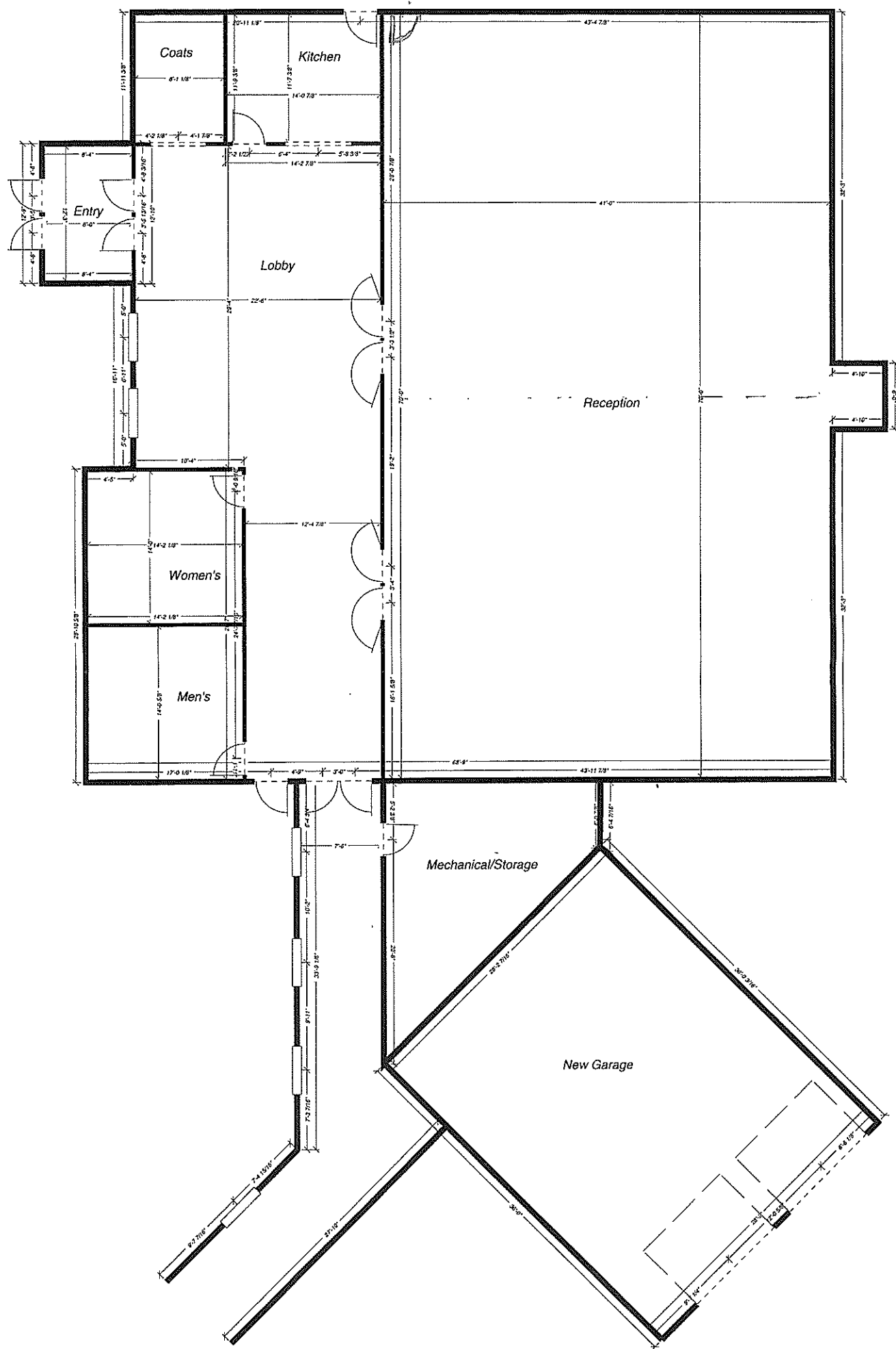
← 103 SPACES EXISTING



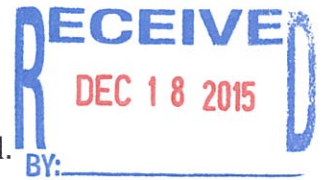








HOME OCCUPATION PERMIT APPLICATION  
Charter Township of Union



1. Give your Name and address of where Home Occupation is to be conducted. Also give a mailing address if you are not receiving mail there yet.  
Toto Budiyo (989) 817-6312  
3446 S. Lincoln Road  
Mt. Pleasant MI 48858
2. What is the zoning of the property? R-1
3. List the Residents of your home who will be associated with the conduct of the home occupation? Toto Budiyo, Nicole Briggs, Kiara Briggs, Vincent Budiyo, Ibrahim Elgamall, and Jibril Elgamall
4. Do all the above live at the residence? Yes (If the answer is "No" the permit may not be granted.)
5. Do you intend to hire employees to work at the location? No  
(This would not apply to services provided to your occupation that are conducted off the premises)
6. Briefly describe the nature of the operation (Such as Beauty Shop, Accounting office, legal office, etc.)  
It's planning for Landscaping Service business in Mt. Pleasant and surrounding cities.
7. What hours do you plan to conduct the operation?  
Since the service will conduct at outside the property, however, I will do planning, accounting in the house every Friday from 8am to 1pm.
8. Are any products to be sold at the home? No (Answer "no" for sales by demonstration, catalogs, multi-level, etc. if products are sold off premises.)
9. List any mechanical operations (such as sawing, welding, etc.) There aren't any mechanical operations.
10. Provide a sketch (you may do this yourself) showing the floor plan of the home or accessory building, indicating areas that are for the public and areas that are not. You need to show the square footage of the entire building, and the square footage of the areas being use for the occupation.
11. Provide a sketch of your land, the home, and indicate what is on the lots around you. Provide dimensions of your lot. Setbacks from the lot lines and roads. Also indicate any storage areas, parking and natural features, such as scrubs that would screen your home from the neighbors.

Office use:
Free paid? <u>yes \$65</u>
Date to be reviewed <u>1-19-16</u>
Date of mailing to residents _____

**Home Occupation Permit Application:**

**Toto Budiyo**  
3446 S. Lincoln Rd.  
Mt. Pleasant MI

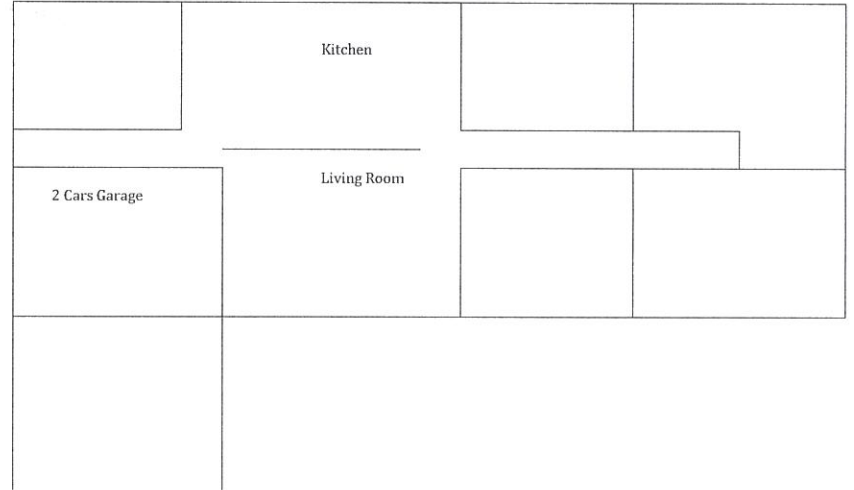
Type of Business: Landscaping Services  
Lot Size: .51 Acres  
Living Area: 4,600 Sqft

The main equipment (lawn mowers, blowers, etc.) will be in the enclosed trailer (7 x16)  
The Office and Storage is located in the basement (11 x 15 sqft)

**The lots around the house:**

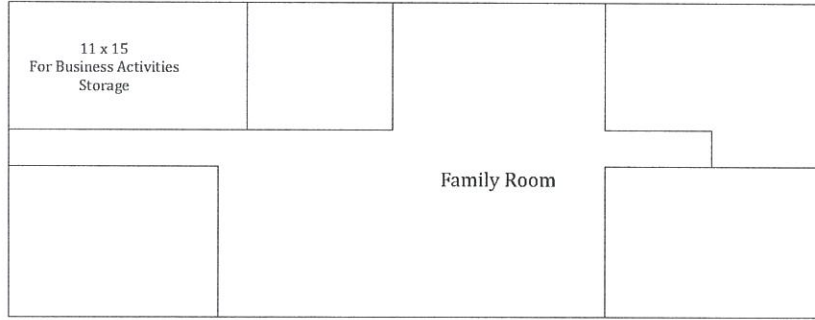
The back part of the house is a lake.  
The right and the left side of the house are empty lots and there is a church across the street.  
The distance of the house from the street is about 100 feet.  
There are about 45 feet from the right and left line border.  
There will be parking spot for the trailer in the left side of the driveway.

**First Floor**



Lake

Basement



EXCERPTS FROM UNION TOWNSHIP ZONING ORDINANCE 1991-05  
PERTAINING TO HOME OCCUPATIONS

8.19 HOME OCCUPATIONS (A-F Added, 1997-12 Ordinance)

- A. Home occupations may be permitted in AG, R-1, R-2A, and R-2B Districts, provided the following conditions are met and a permit is first obtained from the Zoning Official, and approved by the Planning Commission. Property owners within 300' shall be notified by mail of the Planning Commission meeting which will rule on the request. A fee for the permit shall be charged upon approval per section 6.
1. The entire occupation is conducted wholly within a principal or accessory structure by the residents thereof.
  2. There is not involved the keeping of a stock in trade and no article is sold or offered for sale, or rent, at the residence except as such as may be produced by and sold by the residents of the home. Sale of goods off the premises by means such as in home demonstration or mail order may be permitted. Display of items for sale on the property outside of the home is prohibited.
  3. Home occupations shall not be carried on to an extent so as to require parking on or off the premises in excess of that allowed for the residential structure in which it is located.
  4. The dwelling or residence complies with all the zoned district requirements in which it is located.
  5. Home occupations shall not utilize more than forty (40) percent of the floor living area of one(1) story of the dwelling, or 100 percent of an accessory building and 10 percent of the living area of one (1) story.
  6. No mechanical or electrical equipment and/or process or practice that will create a nuisance or health hazard to the adjacent landowners and neighborhood is permitted.
  7. Home occupation activities shall be physically screened from the public view as required by the Zoning Official or Planning Commission.
  8. Provide a plan of use indicating:
    - a. Who in your residence will be participating in the operation.
    - b. What is the nature of the operation and any materials required.
    - c. Set hours of operation (which must be harmonious to the neighborhood).
    - d. Parking provisions.
    - e. Storage requirements if any.
    - f. A sketch of your home and/or accessory buildings (floor plan).
    - g. A sketch of your property and the lots on all four (4) sides.
- B. See 3.36.
- C. No provision of this section shall allow non-conformity of the ordinance as a whole. (See section 11 for sign permits)

This permit shall be probational for a period of one (1) year, and shall be renewed every three (3) years thereafter.

- D. This permit is not transferable as to location nor owner.
- E. Failure to comply to any item shall be grounds to revoke the home occupation permit. The holder of this permit shall be responsible to carry adequate insurance and apply for any other licenses, permits or fees as may be required by any other local, state or federal agency.
- f. Any expansion of the home occupation shall require a new permit.

### **3.36 HOME OCCUPATION (Addition, 1997-12 Ordinance)**

Any primary or subordinate occupation conducted within a principal or accessory structure by the family residents thereof that is clearly secondary and incidental to the use of the dwelling for living purposes and does not change the character thereof.



## UNION TOWNSHIP – NOTICE OF HOME OCCUPATION APPLICATION

NOTICE is hereby given that an application for a Home Occupation Permit shall be considered on Tuesday, January 19, 2016, at 7:00 p.m. at the Union Township Hall located at 2010 South Lincoln Road, Mt. Pleasant, Michigan, before the Union Township Planning Commission for the purpose of hearing any interested persons in the following request for a Home Occupation Permit, as allowed by the Union Township Zoning Ordinance 1991-5 as amended.

Requested by Toto Budiyo, a Home Occupation Permit in an R-1 zone for Landscaping Planning and Storage Office

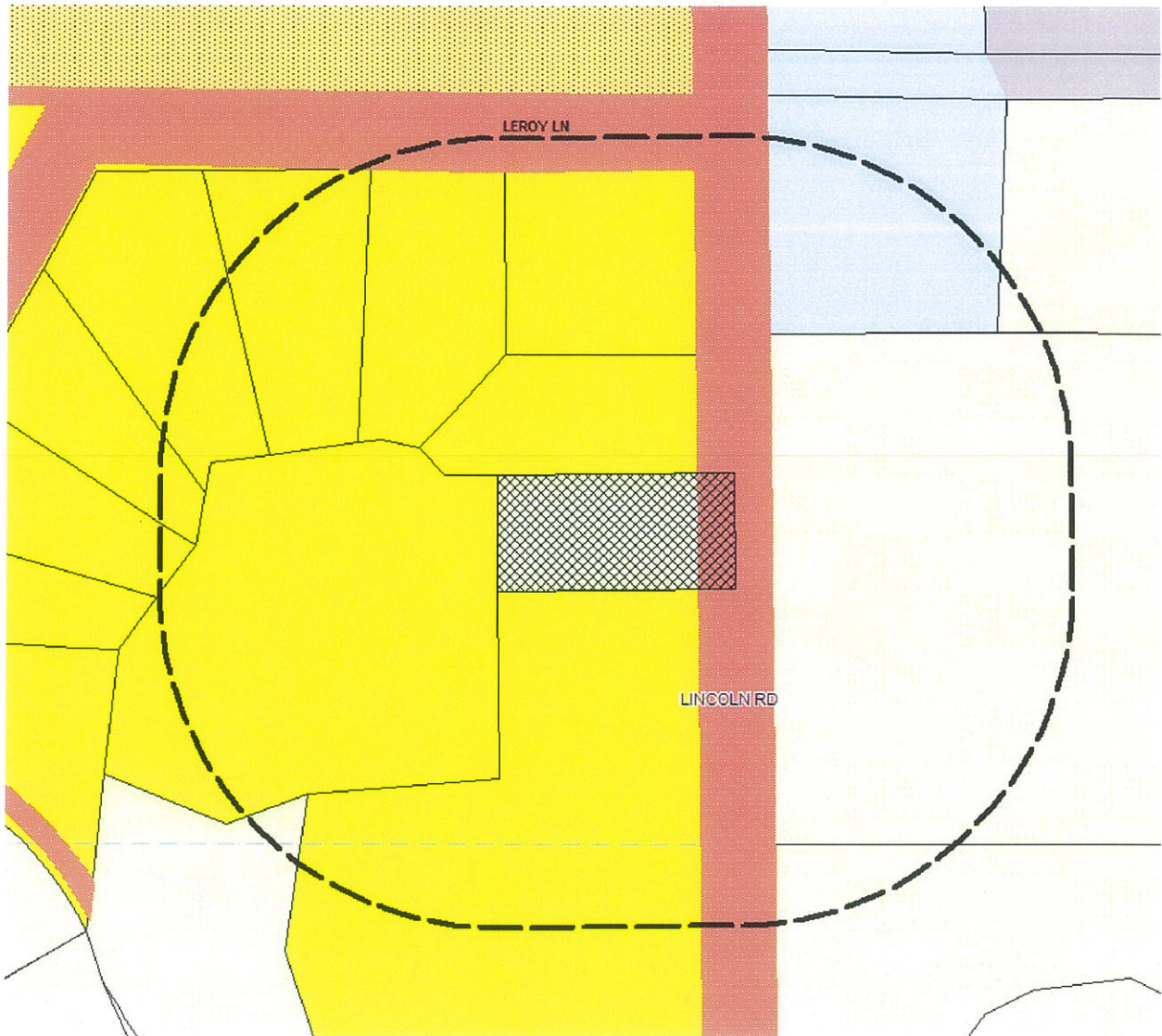
Legal Description of property: T14N R4W, SEC 20, COM N 0D4M20S W 222.25 FT N OF E 1/4 COR; TH N 0D4M20S W 105 FT; S 89D55M40S W 210 FT; S 0D4M20S E 105 FT ON TRAVERSE LN ALG E LY BANK LAKE LEROY; N 89D55M40S E 210 FT TO POB

This property is located at: 3446 S LINCOLN RD Mount Pleasant, MI 48858

All interested person may submit their views in person, in writing, or by signed proxy prior to the public hearing or at the public hearing.

All materials concerning this request may be seen at the Union Township Hall, located at 2010 S. Lincoln Road, Mt. Pleasant, Michigan, between the hours of 8:30 a.m. and 4:30 p.m., Monday through Friday. Phone (989) 772 4600 extension 241.

Peter Gallinat,  
Township Planner



The checkered property is 3446 South Lincoln Rd. The property is zoned R-1 (One-Family Residential District). The surrounding properties are zoned R-2A (One and Two-Family District) as well as R-1. The blue parcel is zoned OS (Office Service District) with the current use for that property as One Family Dwelling. The applicant is applying for Home Occupation Permit to use a room in the basement as a landscaping storage and planning office.



## AFFIDAVIT OF PUBLICATION

48 West Huron Street • Pontiac, MI 48342

**CHARTER TOWNSHIP OF UNION**  
2010 S Lincoln

**Mount Pleasant, MI 48858**  
**Attention: Peter Gallinat**

**STATE OF MICHIGAN,  
COUNTY OF OAKLAND**

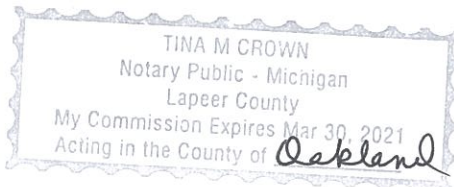
*Lynn Dropping*  
Lynn Dropping

The undersigned \_\_\_\_\_, being duly sworn the he/she is the principal clerk of Morning Sun, morningstarpublishing.com, published in the English language for the dissemination of local or transmitted news and intelligence of a general character, which are duly qualified newspapers, and the annexed hereto is a copy of certain order, notice, publication or advertisement of:

### CHARTER TOWNSHIP OF UNION

#### Published in the following edition(s):

Morning Sun	01/04/16
morningstarpublishing.com	01/04/16



Sworn to the subscribed before me this 4<sup>th</sup> January 2016

*Tina M Crown*

**Notary Public, State of Michigan**  
**Acting in County of Oakland**

#### UNION TOWNSHIP - NOTICE OF HOME OCCUPATION APPLICATION

NOTICE is hereby given that an application for a Home Occupation Permit shall be considered on Tuesday, January 19, 2016, at 7:00 p.m. at the Union Township Hall located at 2010 South Lincoln Road, Mt. Pleasant, Michigan, before the Union Township Planning Commission for the purpose of hearing any interested persons in the following request for a Home Occupation Permit, as allowed by the Union Township Zoning Ordinance 1991-5 as amended.

Requested by Toto Budiyo, a Home Occupation Permit in an R-1 zone for Landscaping Planning and Storage Office

Legal Description of property: T14N R4W, SEC 20, COM N 0D4M20S W 222.25 FT N OF E 1/4 COR; TH N 0D4M20S W 105 FT; S 89D55M40S W 210 FT; S 0D4M20S E 105 FT ON TRAVERSE LN ALG E LY BANK LAKE LEROY; N 89D55M40S E 210 FT TO POB

This property is located at: 3446 S LINCOLN RD Mount Pleasant, MI 48858

All interested person may submit their views in person, in writing, or by signed proxy prior to the public hearing or at the public hearing.

All materials concerning this request may be seen at the Union Township Hall, located at 2010 S. Lincoln Road, Mt. Pleasant, Michigan, between the hours of 8:30 a.m. and 4:30 p.m., Monday through Friday. Phone (989) 772 4600 extension 241.

Peter Gallinat,  
Township Planner

#### Advertisement Information

Client Id: 531226

Ad Id: 868963

PO: hop 2016-01

Sales Person: 200307

VANDERLOON KENT & APRIL  
1782 LEROY LN  
MT PLEASANT, MI 48858

BELL TIMOTHY & BOBBIE  
1810 LEROY LN  
MOUNT PLEASANT, MI 48858

LEE SEUNG EUN & SOOYEN  
1846 LEROY LN  
MT PLEASANT, MI 48858

ELMORE ROBERT  
1890 LEROY LN  
MT PLEASANT, MI 48858

MCGUIRK LEROY E  
6581 EGYPT RIDGE RD  
ROCKFORD, MI 49341

CHIMNER KATHLEEN K  
3332 S LINCOLN RD  
MOUNT PLEASANT, MI 48858

BUDIYONO TOTO & BRIGGS  
NICOLE  
3446 S LINCOLN RD  
MT PLEASANT, MI 48858

SRC LAND DEVELOPMENT LLC  
510 W PICKARD  
MOUNT PLEASANT, MI 48858

MCGUIRK PATRICK & FLINT  
JUDITH  
3695 S LINCOLN  
MOUNT PLEASANT, MI 48858

HEEKE DAVID JR & ELIZABETH P  
1690 LEROY LN  
MT PLEASANT, MI 48858

CENTRAL MICHIGAN CHRISTIAN  
CHURCH  
3433 S LINCOLN RD  
MOUNT PLEASANT, MI 48858

LOGAN JORDAN M  
3333 S LINCOLN RD  
MOUNT PLEASANT, MI 48858



**Mount Pleasant Fire Department**  
**804 E. High Street**  
**Mount Pleasant, Mi 48858**

Union Township Site Plan Review

Wednesday January 13,

Residential

3430 S Lincoln RD  
Mt. Pleasant, MI 48858

A Site Plan Review was conducted on Wednesday January 13, 2016 and revealed the following requirements listed below.

ORDER TO COMPLY: Since these conditions are contrary to code, you must correct them upon receipt of this notice. Please provide our department the documentation that verifies compliance with the code.

This list shall not be considered all-inclusive, as other requirements may be necessary, additional requirements are located in Chapter 5 and appendixes B, C, and D of the 2012 Edition of the International Fire Code.

If you have any questions regarding this matter, please feel free to contact me at (989) 779-5122.

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**Violation Code**

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1 PROPERTY Identification

Ginger's Way  
3430 S. Lincoln Rd.  
Project Number: 1601-002  
Print date: 1/5/16

Fire department recommending approval.

**BUILDING IDENTIFICATION Buildings Shall Have Address**

Provide building identification numbers in accordance with Chapter 5, Sections 505.1 and 505.2 of the 2006 Edition of the International Fire Code.

Provide address numbers, will verify after construction.

**WATER SUPPLY (SPACING) Number and Spacing of Hydrants**

Provide fire hydrant locations in accordance with Chapter 5, Section 508.5.1 of the 2006 Edition of the International Fire Code. The number and spacing of fire hydrants is based on the construction type and square footage of the building in accordance with Appendix B and C and tables B105.1 and C105.1 of the 2006 Edition of the International Fire Code.

Current development meets the requirements for number of hydrants, spacing and location.

## Union Township Site Plan Review

### HYDRANTS GUARDS Hydrants Subject to Impact

Where fire hydrants are subject to impact by a motor vehicle, guard posts or other approved means shall be provided in accordance with Chapter 5, Section 508.5.6 and with Section 312 of the 2006 Edition of the International Fire Code.

If current hydrants are subject to impact , install guard posts.

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Keeler, Randy  
Lieutenant  
Mount Pleasant Fire Department



**SUBDIVISION / SITE CONDO CHECKLIST**  
**CHARTER TOWNSHIP OF UNION**  
 Authority: Ordinance 1994-06, Subdivision of Land  
 Zoning Ordinance 1991-05

File # \_\_\_\_\_, Subdivision Name GINGER'S WAY ON LAKE LEROY SITE CONDOMINIUM AMENDMENT 2

Engineering / Surveying Firm CMS&D, Phone # 989-775-0756  
 Contact Name TIMOTHY BEBEE  
 Address 510 WEST PICKARD STREET, SUITE C, MT. PLEASANT, MI 48858  
 Email tbebee@cms-d.com FAX 989-775-5012

Property owner / developer SRC LAND DEVELOPMENT LLC, Phone # 989-773-4393  
 Address 510 WEST PICKARD STREET, MT. PLEASANT, MI 48858  
 Email chuck@mcguirksand.com FAX 989-773-4393  
rick@livewithunited.com

Zoning District R2A, MINIMUMS: Lot Width 80 FT, Lot Area 12,000 sq ft  
 Side Yard 10, Front Yard 35, Rear Yard 35

Development options (cluster / open space, private roads, PUD, Site Condo / plat, etc.)  
SITE CONO - 2nd Amendment

	Preliminary Review	\$ 200.00	Receipt #
X	Final Review	\$ 200.00	Receipt #

The following section outlines the submittal sequence and preliminary review considerations for subdivisions and site condominiums.

√	Section	Description	Comment
	<b>201.003</b>	<b>Preliminary Plat</b>	
	3.01	File Preliminary plan with Clerk	Submit to Zoning Administrator who will give plan to Clerk
	3.01.A	Scale < 200' / Inch	
	3.01.B	Show platted / Dedicated streets in area	
	3.01.C	North Arrow and Date, Revisions	
	3.01.D	Dimension Lots, Out lots and parks	
	3.01.E	Location, Size, Inverts for Sewer, Storm and Water, Existing and proposed	
	3.01.F	Lot Numbers- Sequential, no gaps or duplicates	
	3.01.G	No Block numbers or letters	
	3.01.H	Road Plan (see also Private Road Ordinance)	
	3.01.I	Written statement of Intent for installation of Roads and Utilities	
	3.01.J	Show any future phases	

√	Section	Description	Comment
	<b>201.302</b>	<b>Preliminary approval by Planning Commission and Board</b>	
	3.02.A	Planning Commission Review	List Conditions, Changes and Comments
	3.02.B	Township Board accepts review	List Conditions, Changes and Comments
✓	<b>201.303</b>	<b>Final Plat Specs</b> The developer shall revise the preliminary plan and Submit to Clerk	Note: Submission to clerk made through the township Zoning Administrator
	3.03.A	Statement by twp engineer that proposed water, sanitary and stormwater on preliminary are feasible and adequate.	Note: Submit through Townships Utility Coordinator. Maybe submitted concurrently with preliminary plan review by Planning Commission.
	3.03.B&C	Financial assurance for Water and Sewer	Cash Deposit, Letter of Credit, Bond or other such assurance
	3.03.D	Plat Restrictions, if any.	Note: Township does not enforce these
	<b>201.004</b>	<b>Final Plat Approval</b>	
✓	4.01.A	Final Platt has been submitted	
✓	4.01.B	Engineer has checked and approved plans	
✓	4.01.C	Subdivider has installed all improvements, or provided assurances per ordinance.	
✓	4.02	Planning Commission Reviews and makes approval with any final changes or restrictions.	
	<b>4.03</b>	<b>Action by Township Board</b>	
	4.03.A	Disapproval	
		a. Note all reasons to Planning Commission and Developer in writing	
		b. Resubmit\with changes addressing disapprovals to Planning Commission.	
	4.03.B	Approval, upon approval of final plat, Clerk to forward plat and restrictions to County Clerk	

The following section details specific requirements of a Platted Subdivision or Site Condominium.

√	Section #	Description	Comments
	<b>201.005</b>	<b>General Specifications and Design Standards</b>	
	<b>5.01</b>	<b>Streets and Alleys</b>	
	5.01.A.	Location and Arraignment	
	a	Continue existing streets into Plat	
	b	Take new streets to edge for future	
	c	Show contours	
	d	Where ½ street is dedicated on adjoining plat, other ½ must be platted	
	5.01.B	Right of Way widths shown	For Public road, see Isabella County Road Commission Standards, For private see Union Township Private Road Ordinance.
	a	Roads – 66ft	
	b	Alleys and Service Drives – 40 ft	
	c	Walkways – 10 ft	
	d	Cul-de-Sacs	Meet requirements of ICRC Standards.
	5.01.C	Alleys not acceptable unless specifically required by Planning Commission	
	5.01.D	Street Names are Unique in Isabella County and have been approved by Isabella County. Apply directly to Isabella County (989) 772-0911, ext 227.	Applicant is advised to check with both County Road Commission and County Inspections, Union Twp does not assign road names and assumes the developer has properly named roads prior to final approval.
	5.02	Blocks	
	5.02.A	Length – 1320 Ft Max	
	5.02.B	Easements- Blocks >559 Ft may require utility easements mid-way	
	5.02.C	Intersection of subdivision and major streets held to minimum.	
	5.03	Lots	
	5.03.A	Accessible to Public Street	
	5.03.B	Side lot lines perpendicular or radial to street	
	5.03.C	Corporate Boundaries – May not go through a lot, Maybe lot line of Center line of street or alley	
	5.03.D	Conform to zone district for width and area.	
	5.03.E	Corner Lots shall be given front yard setbacks towards all roads, adequate	
	5.03.F	Restrict Lots from accessing from Arterial streets by covenant	
	5.03.G	Splits - Not applicable to new plat	Requires conformance to Ord 1991-11









The following applies only to Site Condominiums  
See Union Township Zoning Ordinance 1991-05

√	Section #	Description	Comments
	8.33.A.1	Site plan per Sect 66 of Condo Act	
	8.33.A.3	Documents of review from ICRC, County Drain Commissioner, Health Department if private septic or water, MDNR (MDEQ)	
	8.33.B	Conforms to zoning district lots	
	8.33.D	Submit copy of <b>recorded</b> master deed to Twp Clerk, review for:	
	•	Township not responsible for maintenance	
	•	Snow removal provided for	
	•	Access and turn around for Emergency vehicles	
	•	Storm water maintenance	
	•	Drain easements & Maintenance	
	•	Lawn maintenance	
	•	General maintenance of common areas	
	8.33.E	Provide township clerk with (2) "as-build's drawings	
		Township Engineer to review for compliance prior to issuance of any Building Permit	
	12.1.F	Site Condominiums subject to site plan review requirements of section 12 in addition to other requirements.	Only items not addressed above are included here in
	12.2.B	Corner lots to have building setback lines shown	
	12.2.C	Location of all and existing:	
	•	Drives	
	•	Signs, location and elevation plan	
	•	Exterior Lighting	
	•	Parking areas, including handicapped	
	12.2.E	Stormwater Management Plan Approval	
	12.2.H	If Dumpsters provided, screened	
	12.2.I	Location and right of way widths of all abutting roads, streets, alleys and easements	
	12.2.K	Location sketch, include section number and nearest cross streets	
	12.2.L	Zoning of all abutting properties	
	12.2.M	Location height and type of fences and walls	
	12.2..M	Location and description of landscaping	