



**Planning Commission
Regular Meeting
April 16, 2024
7:00 p.m.**

1. CALL MEETING TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES
 - March, 19, 2024 Regular Meeting
6. CORRESPONDENCE / BOARD REPORTS / PRESENTATIONS
 - A. Thering updates from Board of Trustees
 - B. Buckley updates from ZBA
 - C. Community and Economic Development Monthly Report
 - D. Memo from the Director re: Sidewalk and Pathway Ordinance Policy Discussion
 - E. Other Reports
7. PUBLIC COMMENT: Restricted to (3) minutes regarding items not on this agenda
8. NEW BUSINESS
 - A. PMINORSR24-04 Self Storage Warehouses (5252 S. Mission Rd.) – amendments to the approved final site plan for a modified entrance, gate, and interior circulation design.**
 - a. Introduction by staff
 - b. Updates from the applicant
 - c. Commission review of the site plan
 - d. Commission deliberation and action (approval, rejection, approval with conditions, or postpone action)
9. OTHER BUSINESS
 - A. Proposed Private Road Ordinance**
 - a. Introduction by staff
 - b. Commission discussion and questions
 - c. Deliberation and action (recommend to the Board of Trustees for adoption, adoption with additional recommended changes, or rejection; or to postpone action)

B. Discussion of accomplishments, projects, desired outcomes, and other topics of discussion to share with the Board of Trustees during the 4/17/2024 Annual Joint Meeting

C. Discussion of the Final Report of Findings for the 2023 Township Survey of Residents for the Master Plan and Parks & Recreation Plan Update Project

a. Introduction by staff

b. Planning Commission Discussion

[Result of the 2023 Survey of Residents of Charter Township of Union](#)

10. EXTENDED PUBLIC COMMENT: Restricted to (5) minutes regarding any issue

11. FINAL BOARD COMMENT

12. ADJOURNMENT

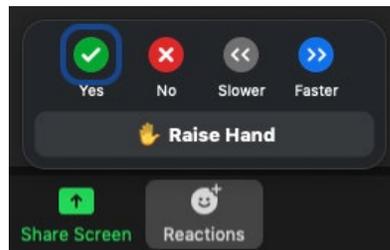
Hybrid Meeting Instructions for the Charter Township of Union Planning Commission

The public can view all Union Township meetings live by clicking on our [YouTube Channel](#). For those who would like to participate, you can do so via Zoom.

[Click here](#) to participate in the Zoom Meeting via computer or smart phone. (Meeting ID Enter “839 8031 3172” Password enter “240465”). Access to the electronic meeting will open at 6:50 p.m. and meeting will begin at 7:00 p.m.

Telephone conference call, dial (312-626-6799). Enter “839 8031 3172” and the “#” sign at the “Meeting ID” prompt, and then enter “240465” at the “Password” prompt. Lastly, re-enter the “#” sign again at the “Participant ID” prompt to join the meeting.

- All public comments for items on the agenda will be taken at the Public Comment and any issue not on the agenda will be taken at the Extended Public Comment section of the Agenda.
- Computer/tablet/smartphone audience: To indicate you wish to make a public comment, please use the “Reactions” icon. **Next, click on the “Raise Hand” icon** near the bottom right corner of the screen.



- **To raise your hand for telephone dial-in participants, press *9.** You will be called on by the last three digits of your phone number for comments, at which time you will be unmuted by the meeting moderator.
- Please state your name and address for the minutes and keep public comments concise.

You will be called upon once all in-person comments have been made, at which time you will be unmuted by the meeting moderator.

Persons with disabilities needing assistance should call the Township office at (989) 772-4600. Persons requiring speech or hearing assistance can contact the Township through the Michigan Relay Center at 711. A minimum of one (1) business day of advance notice will be necessary for accommodation.

CHARTER TOWNSHIP OF UNION
Planning Commission
Regular Meeting Minutes

A regular meeting of the Charter Township of Union Planning Commission was held on March 19, 2024, at 7:00 p.m. at the Union Township Hall.

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

Roll Call

Present: Buckley, Gross, LaBelle, Lapp, McDonald, Shingles, Squatrito, and Thering
Excused: Albrecht

Others Present

Peter Gallinat, Zoning Administrator; Tera Green, Administrative Assistant

Approval of Agenda

Gross moved McDonald supported to approve the agenda as presented. Vote: Ayes: 8. Nays: 0. Motion Carried

Approval of Minutes

Gross moved Lapp supported to approve the February 20, 2024 regular meeting minutes as presented. Vote: Ayes: 8. Nays: 0. Motion carried.

Correspondence / Reports/ Presentations

- A. Presentation by Dr. Senter – Provided an overview and discussion of the final report findings for the 2023 Township Survey of Residents.
- B. Board of Trustees updates by Thering – Gave updates on the March 13th Board of Trustees Meeting.
- C. ZBA updates by Buckley – No updates were given.
- D. Community and Economic Development Monthly Report
- E. Other Reports by Squatrito – Gave an update on the March 5th Michigan Association of Planning (MAP) Workshop in Grayling, MI.

Public Comment

Open 8:04 p.m.

Ben Gunning, 2270 E. Broomfield Rd, asked that the Planning Commission look at the Sidewalk Ordinance as it relates to improvements for existing business owners.

Closed 8:09 p.m.

New Business

A. Annual Election of Officers

- a. Chair

LaBelle moved Buckley supported to appoint Commissioner Squatrito as Chair per the Planning Commission bylaws. Roll Call Vote: Ayes: Buckley, Gross, LaBelle, Lapp, McDonald, Shingles, and Thering. Nays: 0. Abstained: Squatrito. Motion carried.

b. Vice-Chair

Lapp moved **Shingles** supported to appoint Commissioner Buckley as Vice-Chair per the Planning Commission bylaws. **Roll Call Vote: Ayes: Gross, LaBelle, Lapp, McDonald, Shingles, Squatrito, and Thering. Nays: 0. Abstained: Buckley. Motion carried.**

c. Secretary

Thering moved **Gross** supported to appoint Commissioner LaBelle as Secretary per the Planning Commission bylaws. **Roll Call Vote: Ayes: Buckley, Gross, Lapp, McDonald, Shingles, Squatrito, and Thering. Nays: 0. Abstained: LaBelle. Motion carried.**

d. Vice-Secretary

Buckley moved **McDonald** supported to appoint Commissioner Lapp as Vice Secretary per the Planning Commission bylaws. **Roll Call Vote: Ayes: Buckley, Gross, LaBelle, McDonald, Shingles, Squatrito, and Thering. Nays: 0. Abstained: Lapp. Motion carried.**

B. Review of the Proposed New Private Road Ordinance for Recommendation to the Board of Trustees

- a. Introduction by staff
- b. Commission discussion and Questions
- c. Deliberation and action (recommend to the Board of Trustees for adoption, adoption with additional recommended changes, or rejection; or to postpone action)

Rodney Nanney, Community & Economic Development Director joined via zoom to introduce the proposed New Private Road Ordinance. Nanney explained that the proposed ordinance is necessary to resolve limitations that have affected administration and enforcement of the current Ordinance 2000-09 and that it would protect public health, safety by establishing a minimum maintenance standard for existing roads.

LaBelle wanted clarification on who would be liable if something happens on a private road and what is considered a private road. Squatrito asked if there is any liability or risk to the Township if a contractor does not do a satisfactory job as it relates to section 7.0 Special Assessment District. Buckley asked if this ordinance would permit the Township to enforce lot owners to fix the roads if they deteriorate to the point of violation determined by the fire department or otherwise. Gross commented private road safety is important but would like a little more time to study the ordinance.

LaBelle moved **Gross** supported to postpone action until the April 16th meeting for further clarification to questions that arouse during the discussion. **Roll Call Vote: Ayes: Buckley, Gross, Lapp, LaBelle, McDonald, Shingles, Squatrito, and Thering. Nays: 0. Motion carried.**

Other Business

A. Discussion of accomplishments, projects, desired outcomes, and other topics of discussion to share with the Board of Trustees during the 4/17/2024 Annual Joint Meeting

Chari Squatrito asked the Commissioners for input on what to discuss with the various Boards at the Annual Joint Meeting on April 17th. Buckley would like to revisit the Sidewalk and Pathways Ordinance. Shingles would like to discuss reinstating the Sidewalk and Pathways Committee.

Extended Public Comments

Open: 9:20 p.m.

No comments were offered.

Closed 9:20 p.m.

Final Board Comment

Chair Squattrito – asked for clarification on a question that was asked during public comment regarding the Sidewalk & Pathway Ordinance.

Shingles – Commented on the Mid Michigan Aquatic Recreation Authority and thanked the Township, City and Public School for their support.

Thering – Glad that the Commissioners will bring forth a discussion regarding the Sidewalk Ordinance initiated from the public comment made.

Adjournment – Chair Squattrito adjourned the meeting at 9:27 p.m.

APPROVED BY:

(Recorded by Tera Green)

Doug LaBelle – Secretary
Tera Albrecht – Vice Secretary

DRAFT

Board Expiration Dates

Planning Commission Board Members (9 Members) 3 year term			
#	F Name	L Name	Expiration Date
1-BOT Representative	James	Thering	11/20/2024
2-Chair	Phil	Squatrito	2/15/2026
3-Vice Chair	Ryan	Buckley	2/15/2025
4-Secretary	Doug	LaBelle II	2/15/2025
5 - Vice Secretary	Tera	Albrecht	2/15/2024
6	Stan	Shingles	2/15/2027
7	Paul	Gross	2/15/2025
8	Nivia	McDonald	2/15/2026
9	Jessica	Lapp	2/15/2026
Zoning Board of Appeals Members (5 Members, 2 Alternates) 3 year term			
#	F Name	L Name	Expiration Date
1-Chair	Liz	Presnell	12/31/2025
2 -Vice Chair	Richard	Barz	12/31/2025
3- PC Rep	Ryan	Buckley	2/15/2025
4 -	Lori	Rogers	12/31/2026
5 -	Eric	Loose	12/31/2024
Alt. #1	David	Coyne	12/31/2024
Alt #2	Brian	Clark	12/31/2026
Board of Review (3 Members) 2 year term			
#	F Name	L Name	Expiration Date
1	Doug	LaBelle II	12/31/2024
2	Sarvjit	Chowdhary	12/31/2024
3	Bryan	Neyer	12/31/2024
Alt #1	Randy	Golden	12/31/2024
Construction Board of Appeals (3 Members) 2 year term			
#	F Name	L Name	Expiration Date
1	Joseph	Schafer	12/31/2025
2	Andy	Theisen	12/31/2025
3	William	Gallaher	12/31/2025
Hannah's Bark Park Advisory Board (2 Members from Township) 2 year term			
1	Mark	Stuhldreher	12/31/2024
2	John	Dinse	12/31/2025
Chippewa River District Library Board 4 year term			
1	Ruth	Helwig	12/31/2027
2	Lynn	Laskowsky	12/31/2025



Board Expiration Dates

EDA Board Members (9 Members) 4 year term			
#	F Name	L Name	Expiration Date
1-Chair	Thomas	Kequom	4/14/2027
2-VC/BOT Rep	Bryan	Mielke	11/20/2024
3	James	Zalud	4/14/2027
4	Richard	Barz	2/13/2025
5	Robert	Bacon	1/13/2027
6	Marty	Figg	6/22/2026
7	Sarvjit	Chowdhary	6/22/2027
8	Jeff	Sweet	2/13/2025
9	David	Coyne	3/26/2026
Mid Michigan Area Cable Consortium (2 Members)			
#	F Name	L Name	Expiration Date
1	Kim	Smith	12/31/2025
2	vacant seat		
Cultural and Recreational Commission (1 seat from Township) 3 year term			
#	F Name	L Name	Expiration Date
1	Robert	Sommerville	12/31/2025
Mt. Pleasant Airport Joint Operations and Mgmt Board (1 seat from Township) 3 year term			
#	F Name	L Name	Expiration Date
1 - Union Township	Rodney	Nanney	12/31/2026
Mid Michigan Aquatic Recreational Authority (2 seat from Township) 3 year term			
#	F Name	L Name	Expiration Date
1-City of Mt. Pleasant	John	Zang	12/31/2023
2-City of Mt. Pleasant	Judith	Wagley	12/31/2025
1-Union Township	Stan	Shingles	12/31/2026
2-Union Township	Allison	Chiodini	12/31/2025
1-Mt. Pleasant Schools	Lisa	Diaz	12/31/2024
1-Member at Large	Mark	Stansberry	2/14/2025
2- Member at Large	Michael	Huenemann	2/14/2025



Department Monthly Report

Department: Community and Economic Development

Month/Year: **March 2024**

Global Ends

- 1.1 Community well-being and the common good
- 1.2 Prosperity through economic diversity, cultural diversity, and social diversity
- 1.3 Health and Safety
- 1.4 Natural environment
- 1.5 Commerce

Prior Month Activities

Economic Development Activities (1.1, 1.2, 1.3, 1.5):

- The Community and Economic Development Director and Township Engineer at Gourdie-Fraser Associates are continuing work on evaluation and prioritization of infrastructure improvements for potential new industrial/research/business park development along the US-127 corridor in accordance with the state Rural Readiness Grant awarded to the Township for our Master Plan update project.
- The Community and Economic Development Director received word that the Michigan State Housing Development Authority (MSHDA) has awarded the Township a Housing Readiness Incentive Grant to expand the Township's Master Plan update project to include a more detailed evaluation of housing needs and priorities.
- The Community and Economic Development Director participated in a Michigan Downtowns Association (MDA) event in Lansing and a quarterly MDA Board of Directors meeting.
- The Building Services Clerk supported the Community and Economic Development Director and EDA Board and served as contact person for East DDA District service contractors.
 - Coordinated work with our landscaping contractor for an initial project.
 - Created and distributed a press release for our initial East DDA improvement grant award.
 - Attended an MDOT open house on the 2024 M-20 road reconstruction project at the request of the Community and Economic Development Director.

Economic Development Authority (EDA) Board Activities (1.1, 1.2, 1.3, 1.4, 1.5):

- The regular March meeting of the EDA Board was canceled due to a lack of a quorum.
- On March 14, 2024, EDA Board Chair Tom Kequom and Township Manager Mark Stuhldreher joined Denny Mitchell from Mid Valley Structures at 5152 East Pickard Road to celebrate the installation of a new freestanding sign for the business and awarding of a \$5,000.00 economic development grant to Mid Valley Structures to support this improvement project.

Building Services (1.1, 1.2, 1.3, 1.5):

- The Building Official provided the following services during the month:
 - 41 Building Inspections (1.3)

- 12 Permits issued (1.3)
- Issued Certificate of Occupancy for Maintenance Building at MMC (1.3, 1.4, 1.5)
- Closed out Demolition Permit at 3382 S Isabella Rd (1.1, 1.3)
- Issued Krist Mini Mart Building Permit for canopy (1.1, 1.3, 1.6)
- Follow up phone calls
- The Building Official met with multiple residents/contractors to answer potential project questions.
- The Building Services Clerk provided the following services during the month:
 - Served as a second Township Hall contact person for the public and helped process payments at counter and through mail.
 - Assisted homeowners and contractors with building permit applications and coordinated with the Building Official, Zoning Administrator, Assessor, and Public Services Department as needed to facilitate timely reviews of permit applications.
 - Administrative support for Rental Inspector
 - Prepared monthly Census and HBA reports for building permits

Rental Inspection Services (1.1, 1.2, 1.3):

- The Rental Inspector completed an initial distribution of paper and/or digital copies of a new rental flyer he designed to help cut down on the most popular rental violations to all of the large apartment complexes, and has already received the following feedback:
 - The University Meadows manager confirmed that the flyer answered multiple questions that would have been violations during our rental inspections there.
- The Rental Inspector is now scheduling both the initial and follow up inspections at the same time for units in large apartment complexes.
 - Multiple apartment complex managers have responded that it was helpful to have both dates set for maintenance and for tenants that have violations to have a preset deadline date for corrective action.
- Site visits with inspections or re-inspections at residential complexes, hotels, various single-family units, and other regulated premises (approx. 447 units).
- Inspections on apartment complexes & hotels (fire alarm and sprinkle report reviews).
- Expired certificate scheduling.
- Fielding questions about the rental program in the Township from the community, potential/current landlords, and tenants.
- Informing various departments of items that may be of concern or of note that have been observed throughout the Township (tall grass, construction without permits, site plan verifications, etc.).
- Contacts with local inspectors, enforcement, and fire personnel.
- Working through tenant complaints, working with both parties to get relief.
- Sharing with contacts about our updated Rental Housing Information webpage, as well as sharing the need to contact the office for items that may need other department insight or approvals.

Zoning Administration Activities (1.1, 1.2, 1.3, 1.4, 1.5):

- The Zoning Administrator provided the following services:
 - (3) Zoning review approval letters for building permit applications.
- The Zoning Administrator met with:
 - The Township Assessor and a landowner for possible land combination at 1550 Scully Drive.
 - The owner of vacant land at 795 S. Isabella Road for possible uses of property zoned R-1.
 - Prospective buyers for property located at 2185 S. Isabella Road for possible change of use.
 - Owner of 1860 Chadwick Court regarding potential projects on the property.

Ordinance Enforcement Activities (1.1, 1.3):

- 5401 S. Lincoln Rd. – An 1,800 square-foot detached accessory building constructed without a building permit and in violation of applicable maximum height and maximum 1,500 square-foot floor area requirements. The owner applied for and was granted a height variance in May 2023 contingent upon completion of alterations to reduce the building floor area by 300 square-feet. The owner’s contractor subsequently secured a building permit for the work, which expired on 1/17/2024 with no activity. Two (2) civil infraction tickets have been issued to the contractor and owner for violation of the conditions of the approved height variance and failure to correct the Zoning Ordinance violation related to maximum floor area for this accessory building. It is anticipated that this matter will be turned over to the Township Attorney if no corrective action is taken in response to the civil infraction tickets.
- Indian Hills Shopping Center - Owner and contractor were notified of a possible violation related to the approved minor site plan for sidewalk, pedestrian access, and parking lot improvements to the Indian Hills Shopping Center property. The owner stated that they will address the issues with management and follow up with the Zoning Administrator. In addition, the Township has received multiple complaints about lighting issues in the parking lot. The owner has been made aware of the complaints and that the parking lot needs to be consistently lit for safety.
- Northeast corner of S. Lincoln Rd. and E. Broomfield Rd. – unlawful contractor’s storage yard and unlawful grading/fill activities without a grading permit. The owner claimed a “grandfathered” status as a legal nonconforming use. A meeting of the parties was held on 12/12/2023. This matter remains under review by the Township Attorney with additional follow up anticipated.
- 2084 McDonald Drive. - Complaint regarding drainage issues at this location. During an initial site visit, a bed of rocks was found in the roadside ditch, which appears to impede the flow of water. The Road Commission was notified and the issue was passed along to their drainage foreman to evaluate, weather-permitting.
- 2514 S. Isabella Road. (Liquor Central) - Complaint about removal of required barrier free parking and signage. The owner responded to an initial notice of violation by reinstalling the signage and has hired Bidwell Painting Inc. to stripe the ADA parking spot asap pending weather conditions.
- 386 Bluegrass Road. - Excessively tall grass and junk in the yard. The owner was notified of the violations and has mowed the grass. The owner is working with Township staff to complete the removal of junk from the premises.
- 4941 E Valley Rd. – Dilapidated and potentially unsafe dwelling. The owner confirmed that he wants the roof completed but does not have the funds. A contractor is looking into options to help the owner resolve the violations.

Planning Commission Activities (1.1, 1.2, 1.3, 1.4, 1.5):

- During their regular March 19, 2024 meeting the Planning Commission:
 - Received a presentation by Dr. Senter about the final Report of Findings for the 2023 Township survey of residents.
 - Held their annual election of officers, with Phil Squatrito re-elected as Chair and Ryan Buckley as Vice-Chair. Doug Labelle was re-elected as Secretary. Jessica Lapp was elected to serve as Vice-Secretary.
 - Reviewed the proposed new Private Road Ordinance but chose to postpone action on any recommendations to the Board of Trustees until their April meeting.
 - Continued discussion of accomplishments, projects, desired outcomes, and other topics of discussion to share with the Board of Trustees during the 4/17/2024 Annual Joint Meeting.

Zoning Board of Appeals Activities (1.1):

- The March Board of Appeals meeting was canceled due to a lack of agenda items.

Sidewalks, Pathways, and Parks & Recreation Plan/Program Activities (1.1, 1.2, 1.3, 1.4):

- The final Report of Findings for the 2023 Township survey of residents, which included a number of parks and recreation-related questions, has been completed by Dr. Senter and her team from CMU and is under review by the Community and Economic Development Director for development of updated draft Parks & Recreation Plan elements.

Other Activities:

- The Director meets weekly with the Community and Economic Development Department staff as a group and regularly on an individual basis to provide guidance, coordinate provision of services, ensure good intra- and inter-departmental communication, and identify and resolve issues. (1.1)
- The Building Services Clerk and Administrative Assistant completed delivery of the donated items from Township's 2nd Annual Care Store Donation Drive. (1.1, 1.2)

Current Month Anticipated Activities

Economic Development Activities (1.1, 1.5):

- The Community and Economic Development Director will serve as Chair for the April meeting of the Mt. Pleasant Airport Joint Operations and Management Board. The March meeting of the Mt. Pleasant Airport Joint Operations and Management Board was canceled due to a lack of a quorum.
- The Community and Economic Development Director will complete and distribute a request for qualifications from sign contractors with the capability to design and install a new gateway sign for the East DDA District to be located at the corner of M-20 and S. Summerton Rd. in cooperation with Mid-Michigan College and Consumers Energy, and to design and install new Enterprise Industrial Park signage at the corner of M-20 and Enterprise Dr.
- The Community and Economic Development Director and the Township Assessor will be working on developing policy proposals for Board of Trustees consideration to establish updated guidelines for consideration of requests for new or amended Industrial Development Districts and Industrial Facility Tax Exemption (IFTE) applications under Michigan Public Act 198 of 1973, as amended.
- The Community and Economic Development Director will continue business retention contacts.
- Per the Community and Economic Developer's direction, the Rental Inspector is using his graphic design and Adobe Illustrator skills to create an up-to-date graphic element for a replacement Union Township gateway banner intended to be posted at the US-127/M-20 interchange. This is part of a set of four (4) "permanent" display banners that are worn and have become faded. This project is a collaboration of the Mt. Pleasant Area Convention and Visitors Bureau, the Middle Michigan Development Corporation, and the Township.

Economic Development Authority (EDA) Board Activities (1.1, 1.2, 1.3, 1.4, 1.5):

- The regular April 16, 2024 EDA Board meeting agenda is anticipated to include:
 - Consideration of a new 3-year holiday decorations contract with Hometown Decorations.
 - Consideration of bids for landscaping improvements in the East DDA District.
 - Discussion of accomplishments, projects, desired outcomes, and other topics of discussion to share with the Board of Trustees during the 4/17/2024 Annual Joint Meeting.
 - Discussion of the Petro Plaza property.

Building Services (1.1, 1.3, 1.5):

- Inspections and follow up as needed for the new Isabella County Jail project. (1.1, 1.3)
- Issuance of a building permit for the Walmart addition.

- Follow up phone calls.
- Continue to do site visits, inspections, issue permits, plan reviews.
- Continued work on expired permit list.

Rental Inspection Services (1.1, 1.2, 1.3):

- The Rental Inspector will:
 - Investigate and follow up on any rental complaints as needed.
 - Continue to collaborate with the Fire Department on hotel rental inspections.
 - Schedule complexes, hotels, as well as duplex and single-family units for inspections.
 - Conduct follow-up inspections to verify correction of violations.
 - Work on expired certificate scheduling as needed.
 - Arrange for site visits as needed for compliance or informational.

Zoning Administration Activities (1.1, 1.2, 1.3, 1.4, 1.5):

- The Zoning Administrator published the annual noxious weed ordinance enforcement notice in The Morning Sun as required to confirm that the seasonal enforcement of rules against excessively tall grass and noxious weed growth will begin May 1.
- The Community and Economic Development Director and Zoning Administrator will review the current Zoning Board of Appeals bylaws to coordinate with recent updates to relevant sections of Zoning Ordinance 20-06. (1.1)
- Community and Economic Development Director and Zoning Administrator review of site plan, special use, and other development applications and preparation of staff reports for the Planning Commission regarding Zoning Ordinance compliance.
- Zoning Administrator review of site plan applications eligible for administrative approval.
- Zoning Administrator review of building permits for zoning compliance.
- Zoning compliance letters
- Sign permits
- Continued use of MissDig notifications to catch activity in the Township needing zoning approval.
- Enforcement follow ups
- Yard sales
- Tall weeds and grass enforcement
- The Community and Economic Development Director and Zoning Administrator regularly hold informal pre-application development meetings with developers and business/property owners.

Ordinance Enforcement Activities (1.1, 1.3):

- Ordinance enforcement follow up on current matters and investigation of any new complaints.

Planning Commission Activities (1.1, 1.2, 1.3, 1.4, 1.5):

- The regular April 16, 2024 Planning Commission meeting is anticipated to include:
 - PMINORSPR24-04 Self-Storage Warehouses (5252 S. Mission Rd.) – amendments to the approved final site plan for a modified entrance, gate, and interior circulation design.
 - Complete review of the proposed new Private Road Ordinance and provide any recommendations for action to the Board of Trustees.
 - Wrap up discussion of accomplishments, projects, desired outcomes, and other topics of discussion to share with the Board of Trustees during the 4/17/2024 Annual Joint Meeting.
 - Follow up discussion of the final Report of Findings for the 2023 Township survey of residents for the Master Plan and Parks & Recreation Plan update projects.

Zoning Board of Appeals Activities (1.1):

- There is no Board of Appeals meeting scheduled in April.

Sidewalks, Pathways, and Parks & Recreation Plan/Program Activities (1.1, 1.2, 1.3, 1.4):

- The Township's engineering consultant at Gourdie-Fraser is moving forward with final plans and a request for bids for construction of a new sidewalk along the east side of Bud St. north from E. Pickard Rd. to connect to Jameson Park.
- The Community and Economic Development Director and the Township's engineering consultant at Gourdie-Fraser are proceeding with completing plans and securing easements needed for new sidewalk projects along the:
 - north side of Pickard Rd. east from S. Lincoln Rd. to the existing sidewalk near Ashland Dr.;
 - east side of S. Isabella Rd. from E. Kay St. south to E. Broadway Rd.;
 - west side of Bradley St. from E. Remus Rd. (M-20) north to connect to the Mt. Pleasant Middle School at the City-Township boundary; and
- The Township's engineering consultant at Gourdie-Fraser will begin necessary survey work and preparation of plans for a new sidewalk along the south side of E. Bluegrass Rd. from S. Mission Rd. east across the frontage of the Red Lobster parcel to complete a connection to the Indian Pines Shopping Center.
- The Community and Economic Development Director will work with the Township Engineer and Township Attorney to prepare an updated Sidwalk and Pathway Ordinance for Board of Trustees consideration. (1.1, 1.3)

Other Activities:

- The Rental Inspector is using his photography skills to capture scenes from around the Township for the purpose of updating the Township website's photo gallery.

Future Board of Trustee Meeting Agenda Items

- Consideration of an updated Private Road Ordinance for adoption. (1.1, 1.3)

Significant Items of Interest Longer Term

- Other Activities - Under the Community and Economic Development Director's direction, the Building Services Clerk will begin work to coordinate with the file scanning contractor Graphic Sciences to transfer historical zoning/planning/site plan documents and files from the basement for scanning. (1.1)
- Economic Development - The Community and Economic Development Director will expand information on the Township's website related to development approval processes and pre-application meeting options to further assist the development community.
- Zoning Administration - The Community and Economic Development Director and Zoning Administrator plan to propose some additional updates to the sign regulations of Zoning Ordinance 20-06 to improve consistency in application and to minimize regulatory conflicts. (1.1)
- Economic Development – The Community and Economic Development Director will prepare an updated summary document for the website outlining economic development programs and incentives available from the State of Michigan and our DDA Districts for various types of projects.
- Other Activities - Consideration of a new 2023 - 2027 Parks and Recreation Master Plan for adoption, following a recommendation from the Planning Commission and a public hearing. (1.1, 1.2, 1.3, 1.4)

- Building Services - When the county's office situation stabilizes, the Community and Economic Development Director will resume working with the county Community Development Dept. Director to develop a draft reciprocal intergovernmental agreement proposal for Isabella County to provide for residential and commercial building inspection services during vacations. (1.1, 1.2, 1.3, 1.5)
- Economic Development - Possible future airport-related Zoning Ordinance changes to create a separate zoning district for the Mt. Pleasant Airport to expand options for airport-related business activities beyond the scope allowed under the current the AG (Agricultural) district. (1.1, 1.5)
- Building Services – The Building Official continues to work in close coordination with the County's plumbing, mechanical, and electrical inspectors on building projects to minimize delays and to ensure that construction meets the applicable health and safety standards. (1.1, 1.3, 1.5)
- PILOT Housing Projects - The Community and Economic Development Director will continue to oversee the administration of the Tax Exemption Ordinance and adopted PILOT resolutions in coordination with the Finance Director and Twp. Assessor to verify continuing compliance by the sponsors of the eligible housing projects. (1.1, 1.2)
- Other Activities – Consideration of new International Fire Code Ordinance for adoption, which would replace Ordinance No. 2014-05 and would reference the updated fire code to be enforced by the Mt. Pleasant Fire Department in both the City and the Township. (1.1, 1.3)
- Other Activities - Consider repeal of the outdated and unenforceable Ordinance 2011-4 for marihuana dispensaries and growing operations (1.1)
- Other Activities - The Community and Economic Development Director will work with the Township Attorney to prepare an updated Noxious Weeds Ordinance for Board of Trustees consideration that improves consistency in applicable regulations of tall grass and weeds. (1.1, 1.3, 1.4)
- Other Activities - The Community and Economic Development Director will work with the Township Attorney and Township Assessor to prepare an updated Land Division Ordinance for Board of Trustees consideration that clarifies application requirements and the division, combination, and boundary adjustment approval process. (1.1, 1.5)
- Other Activities – Consider updates to the Township's ordinance on open burning. (1.1, 1.3)
- Other Activities - Consider updates to the Subdivision of Land Ordinance No. 1994-6 for consistency with updates to the state's subdivision plat approval requirements. (1.1, 1.3, 1.5)
- Other Activities – Consider ways to maximize the usefulness, readability, and functionality of the Township website's Announcements, Public Notices, and News features. (1.1, 1.2)
- Other Activities – When the county's office situation stabilizes, the Community and Economic Development Director, the County's Community Development Director, and the City Planner will resume work on creating a unified "regional planning/zoning" theme on the County's FetchGIS website where County, City, and Township zoning district and future land use maps could be displayed together with other relevant data.



Community and Economic Development Department

2010 S. Lincoln Rd.
Mt. Pleasant, MI 48858
989-772-4600 ext. 232

TO:	Planning Commission	DATE:	April 9, 2024
FROM:	Rodney C. Nanney, AICP Community and Economic Development Director		
SUBJECT:	Discussion of revisions to the Sidewalk and Pathway Ordinance and associated policy priorities for granting temporary relief from sidewalk construction under certain circumstances.		

Dear planning commissioners:

During our March meeting several commissioners expressed interest in further discussion of the Sidewalk and Pathways Ordinance, the future of the associated committee, and potential revisions to the associated policies for granting temporary relief from sidewalk construction under certain circumstances. With your agreement, we would recommend that this item be included on the May meeting agenda for discussion.

Please contact me at (989) 772-4600 ext. 232, or via email rnanney@uniontownshipmi.com, with any questions about this information.

Respectfully submitted,

Rodney C. Nanney, AICP

Community and Economic Development Director

Charter Township of Union

APPLICATION FOR SITE PLAN REVIEW

Minor Site Plan

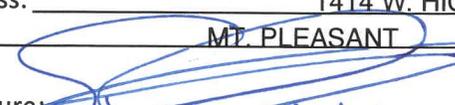
Preliminary Site Plan

Final Site Plan

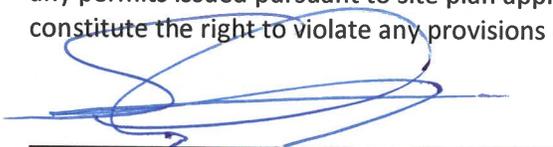
A Completed Application will contain all the information required per the Zoning Ordinance, Section 14.2 (Site Plan Review).

Name of Proposed Development/Project		CRE CAPITAL GROUP, LLC	
Common Description of Property & Address (if issued)		5252 S. MISSION ROAD	
		MT. PLEASANT, MI 48858	
Applicant's Name(s)		CRE CAPITAL GROUP, LLC / ALAN L. JOHNS	
Phone/Fax numbers	989-775-2099 EXT 101	Email	ajohns@crecapitalgrp.com
Address	1414 W. HIGH STREET, SUITE C	City:	MT. PLEASANT Zip: 48858

Legal Description:	<input type="checkbox"/> Attached	<input checked="" type="checkbox"/> Included on Site Plan	Tax Parcel ID Number(s):	14-034-20-002-00	
Existing Zoning:	B-4	Land Acreage:	7.27	Existing Use(s):	VACANT LAND
<input checked="" type="checkbox"/> ATTACHED: Letter describing the project and how it conforms to Section 14.2.S. (Standards for Site Plan Approval)					

Firm(s) or Individuals(s) who prepared site plan(s)	1. Name: CENTRAL MI SURVEYING & DEV. CO. INC. Phone: 9897750756 Email: tbebee@cms-d.com 2. Address: 2257 E. BROOMFIELD ROAD City: MT. PLEASANT State: MI MI Zip: 48858 Contact Person: TIMOTHY BEBEE Phone 989-775-0756
Legal Owner(s) of Property. All persons having legal interest in the property must sign this application. Attach a separate sheet if more space is needed.	1. Name: 5252 S MISSION RD LLC Phone: 989-775-2099 EXT 101 Address: 1414 W. HIGH STREET, SUITE C City: MT. PLEASANT State: MI MI Zip: 48858 Signature:  Interest in Property: OWNER 2. Name: S. D. Gundahl Phone: 989.775.2099 ext 106 Address: 1414 West High St. City: Mt. Pleasant State: MI MI Zip: 48858 Signature: _____ Interest in Property: owner/lessee/other

I do hereby affirm that all the statements, signatures, descriptions, exhibits submitted on or with this application are true and accurate to the best of my knowledge and that I am authorized to file this application and act on behalf of all the owners of the property. 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. Approval of this plan shall not constitute the right to violate any provisions of the Zoning Ordinance or other applicable codes and ordinances.



 Signature of Applicant

2/28/2024

 Date

Application Received By: _____

Fee Paid: \$ _____

Date Received: _____

Escrow Deposit Paid: \$ _____

Preliminary Site Plan Review Procedure

Each preliminary site plan application shall be made by filing one (1) completed and signed copy of the required application form, the required fee and any required escrow deposit, one (1) large (up to 24-inch by 36-inch maximum) printed site plan set, and eleven (11) paper copies and one (1) digital copy in .PDF format of the complete set of application materials and reduced 11-inch by 17-inch site plan sets at the Township Hall.

Effect of Preliminary Site Plan Approval

Approval of a preliminary site plan by the Planning Commission shall indicate its general acceptance of the proposed layout of buildings, streets, drives, parking areas, and other facilities and areas in accordance with the standards for preliminary site plan approval specified in subsection 14.2(S). The Planning Commission may, at its discretion and with appropriate conditions attached, authorize limited work to begin for soils exploration, incidental site clearing, and other preliminary site work as specified in the authorization.

Outside Agency Approvals

The applicant shall be responsible for obtaining all necessary permits or approvals from applicable outside agencies, prior to final site plan approval.

Final Site Plan Review Procedure

Each final site plan application shall be made by filing one (1) completed and signed copy of the required application form, the required fee and any required escrow deposit, one (1) large (up to 24-inch by 36-inch maximum) printed site plan set, and eleven (11) paper copies and one (1) digital copy in .PDF format of the complete set of application materials and reduced 11-inch by 17-inch site plan sets at the Township Hall.

Effect of Final Site Plan Approval

Approval of a final site plan by the Planning Commission constitutes the final zoning approval for the project and allows for issuance of a building permit to begin site work or construction, provided all other construction and engineering requirements have been met.

Minor Site Plan Review Procedure

A minor site plan application shall be made by filing one (1) completed and signed copy of the required application form, the required fee, and two (2) paper copies and one (1) digital copy in .PDF format of the complete set of application materials and site plans, at a maximum sheet size of 11 inches by 17 inches, at the Township Hall. The Zoning Administrator shall review the application materials and site plan for completeness, accuracy, and compliance with all applicable requirements and standards of this Ordinance and other Township ordinances.

The minor site plan shall be approved by the Zoning Administrator upon determination that all required information for the type of site plan has been provided per subsection 14.2(P), the site plan satisfies the applicable standards for site plan approval per subsection 14.2(S); and the site plan conforms to all other applicable requirements and standards of this Ordinance and other Township ordinances.

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: STORAGE BUILDING

Name of business owner(s): CRE CAPITAL GROUP, LLC / ALAN L. JOHNS

Street and mailing address: 1414 W. HIGH STREET, SUITE C
MT. PLEASANT, MI 48858

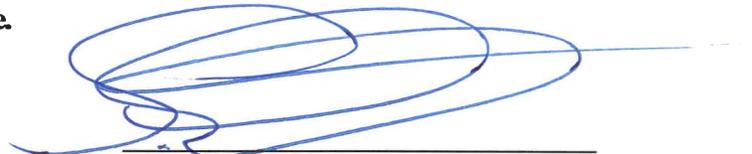
Telephone: 989-775-2099 EXT 101

Fax: _____

Email: ajohns@crecapitalgrp.com

I affirm that the information submitted is accurate.

Owner(s) signature and date:


2/28/2024

Information compiled by:

Shanee Thayer, Office Manager

CENTRAL MI SURVEYING & DEVELOPMENT CO. INC.

PERMIT INFORMATION CHECKLIST FOR FINAL SITE PLANS

Michigan.gov/EGLEpermits

The Michigan Department of Environment, Great Lakes, and Energy (EGLE) has prepared a list of key questions to help identify what EGLE 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 EGLE, 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: Michigan.gov/EHSGuide. Please call the Environmental Assistance Center at 800-662-9278 to talk with any of the EGLE programs noted below. [insertions and edits by Union Township]

How Do I Know that I Need a State of Michigan, County or Local Permit or Approval?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
1) 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)? Air Quality Permit to Install, Air Quality Division (AQD), Permit Section	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
2) 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. Asbestos Notification, AQD, Asbestos Program , 517-284-6777	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
3) Please consult the Permitting at the Land and Water Interface 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?). Land and Water Featured Programs (Water Resources Division - WRD) - Joint Permit Application , 517-284-5567:		
a. 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="checkbox"/>
b. 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 type="checkbox"/>	N <input checked="" type="checkbox"/>
c. Does the project propose any development, construction, silvicultural activities or contour alterations within a designated critical dune area?	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
d. Does the project involve construction of a dam, weir or other structure to impound flow?	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
4) Does the project involve an earth change activity (including land balancing, demolition involving soil movement, and construction) or 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? Union Township and Isabella County	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
5) Does the project involve the construction or alteration of a water supply system? Union Township Public Services Department and Drinking Water & Environmental Health Division (DWEHD), 517-284-6524	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
6) Does the project involve construction or alteration of any sewage collection or treatment facility? Union Township Public Services Department and WRD, Part 41 Construction Permit Program (staff) , 906-228-4527, or EGLE District Office	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
7) Public Swimming Pool Construction (Spas/Hot Tubs) Permits: Will your business involve the construction or modification of a public swimming pool, spa or hot tub? Union Township and Public Swimming Pool Program , 517-284-6541, or EGLE District Office	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
8) Does the project involve the construction or modification of a campground? Union Township and DWEHD, Campgrounds program , 517-284-6529	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>

9) 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? Materials Management Division (MMD), Solid Waste , 517-284-6588, or EGLE District Office	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
10) Does the project involve the construction of an on-site treatment, storage, or disposal facility for hazardous waste? MMD, Hazardous Waste Section, Treatment, Storage and Disposal , 517-284-6562	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
Who Regulates My Drinking (Potable) Water Supply?		
11) I am buying water from the municipal water supply system Contact the Union Township Public Services Dept.	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
12) I have a Non-Community Water Supply (Type II) Guide , Contact (District or County) Local Health Department , 517-485-0660	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
13) I am a community water supply (Type I) Community Water Supply , DWEHD District Office Community Water Supply Program , 517-284-6512	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
14) Do you desire to develop a withdrawal of over 2,000,000 gallons of water per day from any source including groundwater, inland surface water, or the Great Lakes and their connecting waterways? WRD, Great Lakes Shorelands Unit, Water Use Program, 517-284-5563	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
Who Regulates My Wastewater Discharge System?		
15) NPDES: Does the project involve the discharge of any type of wastewater to a storm sewer, drain, lake, stream, or other surface water? WRD, EGLE District Office , or National Pollutant Discharge Elimination (NPDES) Permit Program , 517-284-5568	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
16) Does the facility have industrial activity that comes into contact with storm water that enters a storm sewer, drain, lake, stream, or other surface water? WRD, Permits Section , or EGLE District Office , 517-284-5588	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
17) Does the project involve the discharge of wastewaters into or onto the ground (e.g. subsurface disposal or irrigation)? WRD, Groundwater Permits Program , 517-290-2570	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
18) Does the project involve the drilling or deepening of wells for waste disposal? Oil, Gas and Minerals Division (OGMD), 517-284-6841	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
What Operational Permits Are Relevant to My Operation and Air Emissions?		
19) Renewable Operating Permit: 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? AQD, Permit Section , 517-284-6634	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
20) Does your facility have an electric generating unit that sells electricity to the grid and burns a fossil fuel? AQD, Acid Rain Permit Program , 517-780-7843	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
What Operational Permits Are Relevant to My Waste Management?		
21) Does the project involve landfilling, transferring, or processing of any type of solid non-hazardous waste on-site, or placing industrial residuals/sludge into or onto the ground? MMD , 517-284-6588 or EGLE District Office	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
22) Does the project involve the on-site treatment, storage, or disposal of hazardous waste? MMD, Hazardous and Liquid Waste , 517-284-6562	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
23) Does the project require a site identification number (EPA number) for regulated waste activities (used oil, liquid waste, hazardous waste, universal waste, PCBs)? (Hazardous Waste Program Forms & License Applications) MMD, EGLE District Office , 517-284-6562	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>

24) Does the project involve the receipt, possession, manufacture, use, storage, transport, transfer, release, or disposal of radioactive material in any form? MMD, Radioactive Material and Standards Unit , 517-284-6581	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
25) Does the project involve decommissioning or decontamination of tanks, piping, and/or appurtenances that may have radioactive levels above background? MMD Radioactive Material and Standards Unit , 517-284-6581	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
26) Does the project involve the generation of medical waste or a facility that treats medical waste prior to its disposal? MMD, Medical Waste Regulatory Program , 517-284-6594	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
What Sector-Specific Permits May be Relevant to My Business?		
Transporters	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
27) Does the project involve the <i>transport</i> of some other facility's non-hazardous liquid waste? MMD, Transporter Program , 517-284-6562	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
28) Does the project involve the <i>transport</i> of hazardous waste? MMD, Transporter Program , 517-284-6562	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
29) Do you engage in the business of transporting bulk water for drinking or household purposes (except for your own household use)? DWEHD, Water Hauler Information , 517-284-6527	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
30) Does the project involve <i>transport</i> of septic tank, cesspool, or dry well contents or the discharge of septage or sewage sludge into or onto the ground? DWEHD, Septage Program , 517-284-6535	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
31) Do you store, haul, shred or process <i>scrap tires</i> ? MMD, Scrap Tire Program , 517-284-6586	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
Sectors	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
32) Is the project a <i>dry cleaning</i> establishment utilizing perchloroethylene or a flammable solvent in the cleaning process? AQD, Dry Cleaning Program , 517-284-6780	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
33) Does your <i>laboratory</i> test potable water as required for compliance and monitoring purposes of the Safe Drinking Water Act? Laboratory Services Certifications , 517-284-5424	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
34) Does the project involve the operation of a <i>public swimming pool</i> ? DWEHD, Public Swimming Pools Program , 517-284-6529	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
35) Does the project involve the operation of a <i>campground</i> ? Union Township and DWEHD, Campgrounds , 517-284-6529	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
What Permits Do I Need to Add Chemicals to Lakes and Streams?		
36) 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)? WRD, Aquatic Nuisance Control , 517-284-5593	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
37) 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)? WRD, Surface Water Assessment Section , 517-331-5228	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>

Why would I be subject to Oil, Gas and Mineral Permitting?

38) Do you want to operate a central production facility (applies to oil and gas production facilities where products of diverse ownership are commingled)? OGMD, Petroleum Geology and Production Unit , 517-284-6826	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
39) Does the project involve the removal of sand from a sand dune area within two (2) miles of a Great Lakes shoreline? OGMD, Minerals and Mapping Unit, Sand Dune Mining Program , 517-284-6826	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
40) Does the project involve decommissioning or decontamination of tanks, piping, and/or appurtenances that may have radioactive levels above background? MMD, Radioactive Protection Programs , 517-284-6581	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
Petroleum & Mining , OGMD, 517-284-6826 41) Does the project involve the diversion and control of water for the mining and processing of low-grade iron ore? 42) Does the project involve the surface or open-pit mining of metallic mineral deposits? 43) Does the project involve the mining of nonferrous mineral deposits at the surface or in underground mines? 44) Does the project involve mining coal? 45) Does the project involve changing the status or plugging of a mineral well? 46) Does the project involve the drilling or deepening of wells for brine production, solution mining, storage, or as test wells?	Y <input type="checkbox"/> Y <input type="checkbox"/> Y <input type="checkbox"/> Y <input type="checkbox"/> Y <input type="checkbox"/> Y <input type="checkbox"/>	N <input checked="" type="checkbox"/> N <input checked="" type="checkbox"/>

Contact **Union Township** and [EGLE Permits & Bonding](#), OGMD, 517-284-6841

MINOR SITE PLAN REVIEW LETTER

Summary of Request

Self-Storage Units are a Special Use within the B-4 District. The proposed Special Use area will be 7.27 acres and will house 11 total buildings consisting of 8 buildings (30' x 130') and 3 buildings (40' x 130') with a total area 46,800 sq. ft. of storage units when fully developed.

Standards for Preliminary Site Plan Approval (Section 14.2.S)

- 1.) The applicant is legally authorized to apply for site plan approval, and all required information has been provided.
The applicant is the legal owner for the property.
- 2.) The proposed development conforms to the applicable standards and conditions imposed by this Ordinance and other applicable Township ordinances.
Yes, the proposed development conforms to the applicable standards and conditions imposed by this Ordinance and other applicable Township ordinances.
- 3.) The proposed development will be harmonious with and not harmful, injurious, or objectionable to the environment or land uses in surrounding area.
The proposed development is consistent with the zoned uses for the property which is B-4, so it is harmonious with and not harmful, injurious, or objectionable to the environment or land uses in the surrounding area which is also B-4 properties.
- 4.) The proposed development respects natural topography, floodways, and floodplains; and minimizes the amount and extent of cutting or filling.
The proposed development respects natural topography and will try to minimize the cut and fill needed. No floodways and floodplains exist on this site.
- 5.) Organic, wet, or other soils that are not suitable for development will be undisturbed or modified in such fashion as to make development feasible.
The development will disturb only what is necessary to create the proper foundation for the overall site.
- 6.) The movement of the vehicular and pedestrian traffic within the site and in relation to access streets and sidewalks will safe and convenient.
The proposed development is designed to accommodate traffic flow and parking in accordance with the Township ordinances.
- 7.) The proposed development is adequately coordinated with improvements serving the area, and with other existing or planned development in the vicinity.

Yes, the proposed development is adequately coordinated with improvements serving the area and at this time the applicant is not aware of any planned development in the vicinity at this time.

- 8.) Satisfactory and harmonious relationships will exist between the proposed development and the existing and planned development of contiguous lands and the surrounding area, including provisions for proper extensions of public roads and sidewalks through the development in accordance with the Township ordinances. *The proposed development is surrounded by similarly zoned properties and its nature will be harmonious with the contiguous lands and the surrounding area. The property located directly East of the property across the road is operating a similar use.*
- 9.) Development phases are in logical sequence so that any phase will not depend upon a subsequent phase for access, utilities, drainage or erosion control.
The proposed development only has one phase for the site plan review.

CRE CAPITAL GROUP, LLC

PROPOSED SITE PLAN

5252 S. MISSION ROAD, MT. PLEASANT, MICHIGAN

CMS & D
 SURVEYING / ENGINEERING
 2257 E. BROOMFIELD ROAD
 MT. PLEASANT, MICHIGAN 48858
 PHONE: (989) 775-0756
 FAX: (989) 775-5012
 EMAIL: info@cms-d.com



COVER SHEET
 CRE CAPITAL GROUP, LLC
 PART OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4,
 SECTION 34, T14N-R04W,
 UNION TOWNSHIP, ISABELLA COUNTY, MICHIGAN



LOCATION MAP
NOT TO SCALE

B-4 - GENERAL BUSINESS DISTRICT	
MINIMUM FRONT YARD SETBACK	20 FT
MINIMUM SIDE YARD SETBACK	10 FT (J)
MINIMUM REAR YARD SETBACK	20 FT (J)
MINIMUM LOT WIDTH	80 FT
MINIMUM LOT AREA	12,000 SQ. FT.
MAXIMUM LOT COVERAGE	50%
MAXIMUM BUILDING HEIGHT	35 FT

(J) AN ADDITIONAL 20.0 FEET OF SIDE AND REAR YARD SETBACK SHALL BE PROVIDED WHEN ABUTTING THE AG (AGRICULTURAL) DISTRICT, ANY RESIDENTIAL DISTRICT, OR AN EXISTING AGRICULTURAL OR RESIDENTIAL USE.

MISS DIG:
 FOR PROTECTION OF UNDERGROUND UTILITIES, THE CONTRACTOR SHALL CALL "MISS DIG" 1-800-482-7171 A MINIMUM OF 3 WORKING DAYS PRIOR TO ANY EXCAVATION. ALL "MISS DIG" PARTICIPATING MEMBERS WILL BE APPROPRIATELY NOTIFIED. THIS DOES NOT RELIEVE THE CONTRACTOR OF THE RESPONSIBILITY OF NOTIFYING UTILITY OWNERS WHO MAY NOT BE A PART OF THE "MISS DIG" ALERT SYSTEM.

UTILITY NOTE:
 THE UTILITY LOCATIONS AS HEREON SHOWN ARE BASED ON FIELD OBSERVATIONS AND A CAREFUL REVIEW OF MUNICIPAL AND UTILITY COMPANY RECORDS. HOWEVER, IT IS NOT POSSIBLE TO DETERMINE THE PRECISE LOCATION AND DEPTH OF UNDERGROUND UTILITIES WITHOUT EXCAVATION. THEREFORE, WE CANNOT GUARANTEE THE ACCURACY OR COMPLETENESS OF THE BURIED UTILITY INFORMATION HEREON SHOWN. THE CONTRACTOR SHALL CALL "MISS DIG" (1-800-282-7171) PRIOR TO ANY EXCAVATION. THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING THESE UTILITY LOCATIONS PRIOR TO CONSTRUCTION AND SHALL MAKE EVERY EFFORT TO PROTECT AND OR RELOCATE THEM AS REQUIRED. THE CONTRACTOR SHALL NOTIFY THE ENGINEER/SURVEYOR AS SOON AS POSSIBLE IN THE EVENT A DISCREPANCY IS FOUND. UNDERGROUND SERVICE LEADS FOR GAS, ELECTRIC, TELEPHONE AND CABLE MAY BE ACROSS PROPERTY, NO INFORMATION AVAILABLE PLEASE CALL MISS DIG.

SHEET INDEX	
1	COVER SHEET
2	EXISTING TOPOGRAPHY & DEMOLITION
3	CURRENT CONDITIONS PLAN
4	OVERALL SITE PLAN
5	SITE PARKING PLAN
6	SITE GRADING & STORM SEWER PLAN
7	LANDSCAPING AND SCREENING PLAN
8	SITE LIGHTING PLAN
9	SITE LIGHTING DETAILS
10	SOIL EROSION PLAN
11	DETAILS SHEET

BEARING BASIS:
 PER GEODETIC OBSERVATION WGS-84 THE BEARING BETWEEN THE EAST 1/4 CORNER AND THE NORTHEAST CORNER OF SECTION 34, T14N-R04W WAS DETERMINED TO BE S00°-08'-01"E.

SITE: 5252 S. MISSION ROAD
MT. PLEASANT, MI 48858

CLIENT: CRE CAPITAL GROUP, LLC
1414 W. HIGH STREET, SUITE C
MT. PLEASANT, MI 48858
CONTACT: ALAN L. JOHNS
EMAIL: ajohns@crecapitalgrp.com
PHONE: (989) 775-2099 ext. 101

CONSULTANT: CENTRAL MICHIGAN SURVEYING & DEVELOPMENT CO., INC.
2257 E. BROOMFIELD ROAD
MT. PLEASANT, MI 48858
CONTACT PERSON: TIMOTHY E BEBEE
PHONE: (989) 775-0756
FAX: (989) 775-5012
EMAIL: info@cms-d.com

LEGEND		
SYMBOLS		
○ BOLLARD	☐ GAS RISER	⊗ SOIL BORING
☐ CATCH BASIN (CURB INLET)	⚓ GUY ANCHOR	⊕ STORM SEWER MANHOLE
⊙ CATCH BASIN (ROUND)	⚓ HYDRANT - EXISTING	☐ TELEPHONE RISER
☐ CATCH BASIN (SQUARE)	⚓ HYDRANT - PROPOSED	● TREE - CONIFEROUS
⊙ CLEAN OUT	☆ LIGHT POLE	● TREE - DECIDUOUS
→ DRAINAGE FLOW	☐ MAILBOX	⚓ UTILITY POLE
☐ ELECTRICAL BOX	⊕ MONITORING WELL	⚓ WATER MAIN VALVE
⊙ FOUND CONC. MONUMENT	⊕ SANITARY SEWER MANHOLE	⚓ WATER SHUT-OFF
○ FOUND IRON	● SET IRON	⊕ WATER WELL
⚓ GAS MAIN VALVE	⚓ SIGN	☐ WOOD STAKE

LINETYPES		HATCH PATTERNS	
—ELEC—	BURIED ELECTRICAL CABLE	▨	ASPHALT - EXISTING
—PHONE—	BURIED TELEPHONE CABLE	▨	ASPHALT - PROPOSED
-DITCH-CL-	CENTERLINE OF DITCH	▨	CONCRETE
—FM—	FORCE MAIN	▨	GRAVEL
—GAS—	GAS MAIN	▨	LANDSCAPING
—RD-CL—	ROAD CENTERLINE	▨	RIP-RAP
—8" SAN—	SANITARY SEWER		
—12" SS—	STORM SEWER		
—EX-TOS—	TOE OF SLOPE		
—EX-TOP—	TOP OF BANK		
—OHE—	UTILITIES - OVERHEAD		
—UTL—	UTILITIES - UNDERGROUND		
—12" WM—	WATER MAIN		

EXCEPTIONS: (PER SCHEDULE B PART II OF MT. PLEASANT ABSTRACT & TITLE, INC. COMMITMENT NO. 502045)

11. ACCESS EASEMENT TO OPTASIDE, INC. RECORDED AUGUST 19, 2005 IN LIBER 1308, PAGE 404. AS SHOWN IN SURVEY

13. EASEMENT IN FAVOR OF CONSUMERS ENERGY COMPANY FOR THE PURPOSE OF INGRESS/EGRESS RECORDED FEBRUARY 12, 2007 IN LIBER 1383, PAGE 75. AS SHOWN IN SURVEY

DESCRIPTION PROVIDED: (MT. PLEASANT ABSTRACT & TITLE, INC. COMMITMENT NO. 502045)

COMMENCING 660 FEET NORTH OF THE EAST 1/4 CORNER OF SECTION 34, T14N-R04W. THENCE NORTH 600 FEET, WEST 528 FEET, SOUTH 600 FEET, EAST 528 FEET TO THE POINT OF BEGINNING, UNION TOWNSHIP, ISABELLA COUNTY, MICHIGAN.

DEVELOPMENT PARCEL DESCRIPTION:

COMMENCING 860 FEET NORTH OF THE EAST 1/4 CORNER OF SECTION 34, T14N-R04W. THENCE NORTH 400 FEET, WEST 528 FEET, SOUTH 400 FEET, EAST 528 FEET TO THE POINT OF BEGINNING, UNION TOWNSHIP, ISABELLA COUNTY, MICHIGAN.

CHARTER COMMUNICATIONS
 915 E. BROOMFIELD ROAD
 MT. PLEASANT, MI 48858
 (989) 621-4932
 RANDY BUNKER
 rbunker@chartercom.com

CONSUMERS ENERGY
 1325 WRIGHT AVENUE
 ALMA, MI 48801
 (989) 466-4282
 KIM STUDDT
 kimberly.studdt@cmsenergy.com

FRONTIER
 345 PINE AVENUE
 ALMA, MI 48801
 (989) 463-0392
 MARK A. MARSHALL
 Mark.Marshall@ftr.com

DTE ENERGY
 4420 44TH STREET, S.E., SUITE B
 KENTWOOD, MI 49512
 (231) 347-1653
 TINA MORENO
 ernestina.moreno@dteenergy.com

UNION CHARTER TOWNSHIP
 PUBLIC WATER/PUBLIC SEWER
 2010 S. LINCOLN ROAD
 MT. PLEASANT, MI 48858
 (989) 772-4600 EXT. 24
 KIM SMITH
 ksmith@uniontownshipmi.com

UNION CHARTER TOWNSHIP
 PLANNING & ZONING
 2010 S. LINCOLN ROAD
 MT. PLEASANT, MI 48858
 (989) 772-4600 EXT. 241
 PETER GALLINAT
 pgallinat@uniontownshipmi.com

DRAIN COMMISSIONERS OFFICE
 ISABELLA COUNTY BUILDING
 200 N. MAIN STREET ROOM 140
 MT. PLEASANT, MI 48857
 (989) 772-0911
 ROBERT WILLOUGHBY
 drain@isabellacounty.org

ISABELLA COUNTY ROAD COMMISSION
 2261 E. REMUS ROAD
 MT. PLEASANT, MI 48858
 (989) 773-7131 EXT 115
 PATRICK GAFFNEY
 pgaffney@isabellaroads.com

MT. PLEASANT FIRE DEPARTMENT
 804 E. HIGH STREET
 MT. PLEASANT, MI 48858
 (989) 779-5100 EXT 5122
 LT. BRAD DOEPKER
 bdoepker@mt-pleasant.org

SUBMITTALS:	
SUBMITTAL TO CLIENT FOR REVIEW 2-21-24	REVISIONS:
SUBMITTAL TO UNION TWP. PLANNING 2-28-24	
SUBMITTAL TO UNION TWP. PLANNING 3-6-24	
JOB NUMBER: 2402-028	SCALE: N/A
DRAWN BY: BTM	SHEET NUMBER: 1 OF 11
DESIGNED BY: N/A	TELB
CHECKED BY:	

NOTE: SOUTH INVERT OF CB#1 IS A 15" RCP. FLARED END SECTION AT DITCH LINE SHOWS A 12"X24" OVAL. CONTRACTOR IS TO DETERMINE WHERE ALONG THE LENGTH OF THE PIPE THE CHANGE IN PIPE SIZE AND CONSTRUCTION OCCURS.

EXISTING STORM STRUCTURES

CB#1
RIM: 811.35
N INV. 808.15 (18" RCP)
S INV. 808.25 (15" RCP)

CB#2
RIM: 807.62
N INV. 802.82 (18" RCP)
S INV. 802.72 (18" RCP)

WILSON DEREK
4989 E. MILLBROOK ROAD
MT. PLEASANT, MI 48858
14-035-10-003-01
ZONED: B4 & AG

NOTE: REMOVE ALL EXISTING TREES EXCEPT WHERE OTHERWISE NOTED.

NOTE: ELEVATION OBTAINED UTILIZING MDOT CORRS STATION, MT. PLEASANT, NGV DATUM 1988.

DESHANO DEVELOPMENT CO.
325 COMMERCE COURT
GLADWIN, MI 48624
14-035-10-006-03
ZONED: B4 & AG



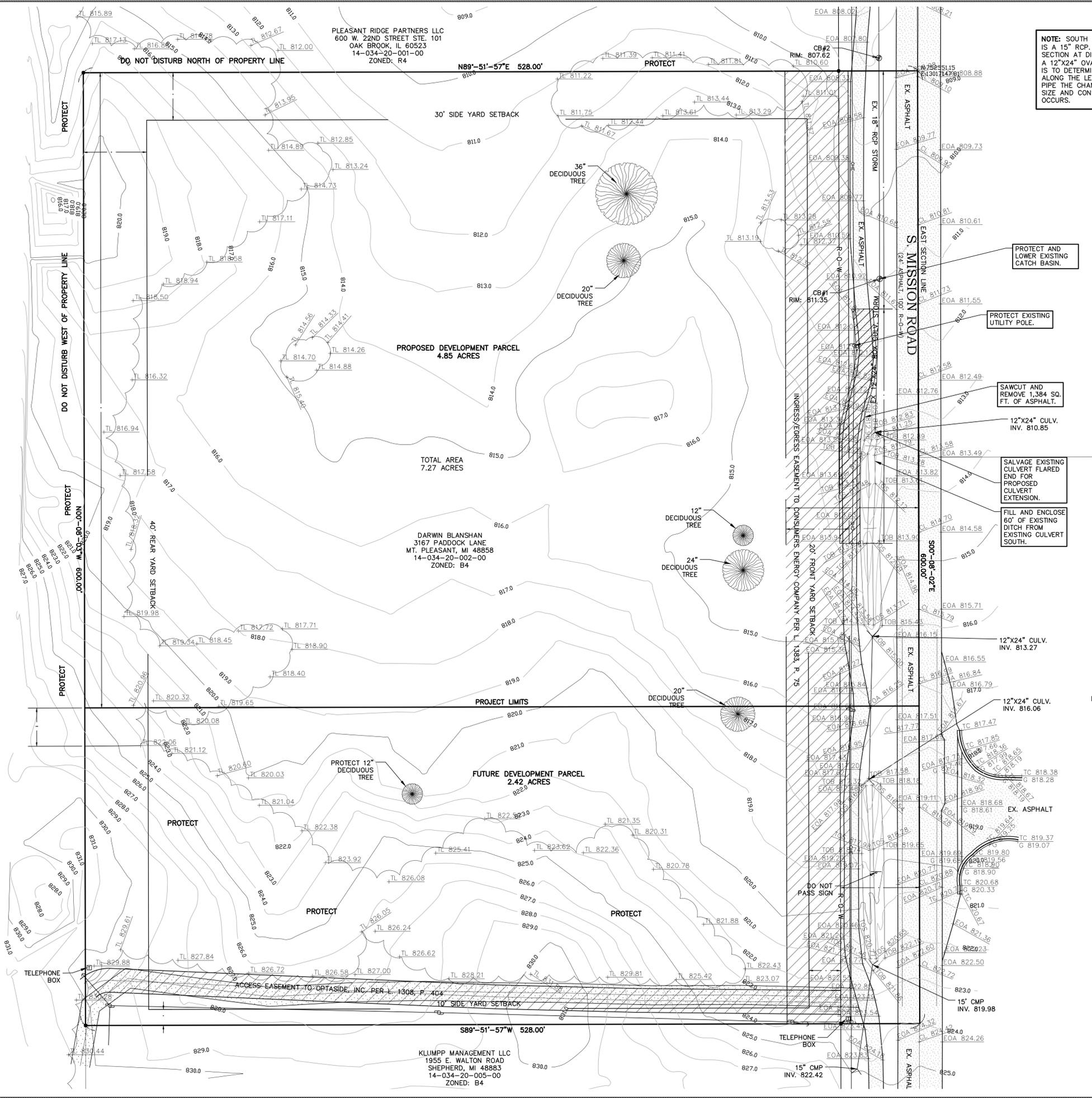
EXISTING TOPOGRAPHY & DEMOLITION
CRE CAPITAL GROUP, LLC
PART OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4,
SECTION 34, T14N-R04W,
UNION TOWNSHIP, ISABELLA COUNTY, MICHIGAN

REVISIONS:

2-21-24	SUBMITTAL TO CLIENT FOR REVIEW
2-28-24	SUBMITTAL TO UNION TWP. PLANNING
3-6-24	SUBMITTAL TO UNION TWP. PLANNING

2402-028	JOB NUMBER:
BTM	DRAWN BY:
N/A	DESIGNED BY:
TELB	CHECKED BY:

1" = 30'	SCALE
2 of 11	SHEET NUMBER

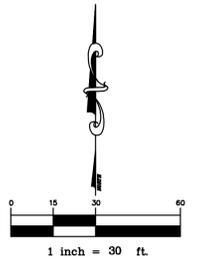


PLEASANT RIDGE PARTNERS LLC
600 W. 22ND STREET STE. 101
OAK BROOK, IL 60523
14-034-20-001-00
ZONED: R4

PLEASANT RIDGE PARTNERS LLC
600 W. 22ND STREET STE. 101
OAK BROOK, IL 60523
14-034-20-001-00
ZONED: R4

DARWIN BLANSHAN
3167 PADDOCK LANE
MT. PLEASANT, MI 48858
14-034-20-002-00
ZONED: B4

KLUMPP MANAGEMENT LLC
1955 E. WALTON ROAD
SHEPHERD, MI 48863
14-034-20-005-00
ZONED: B4



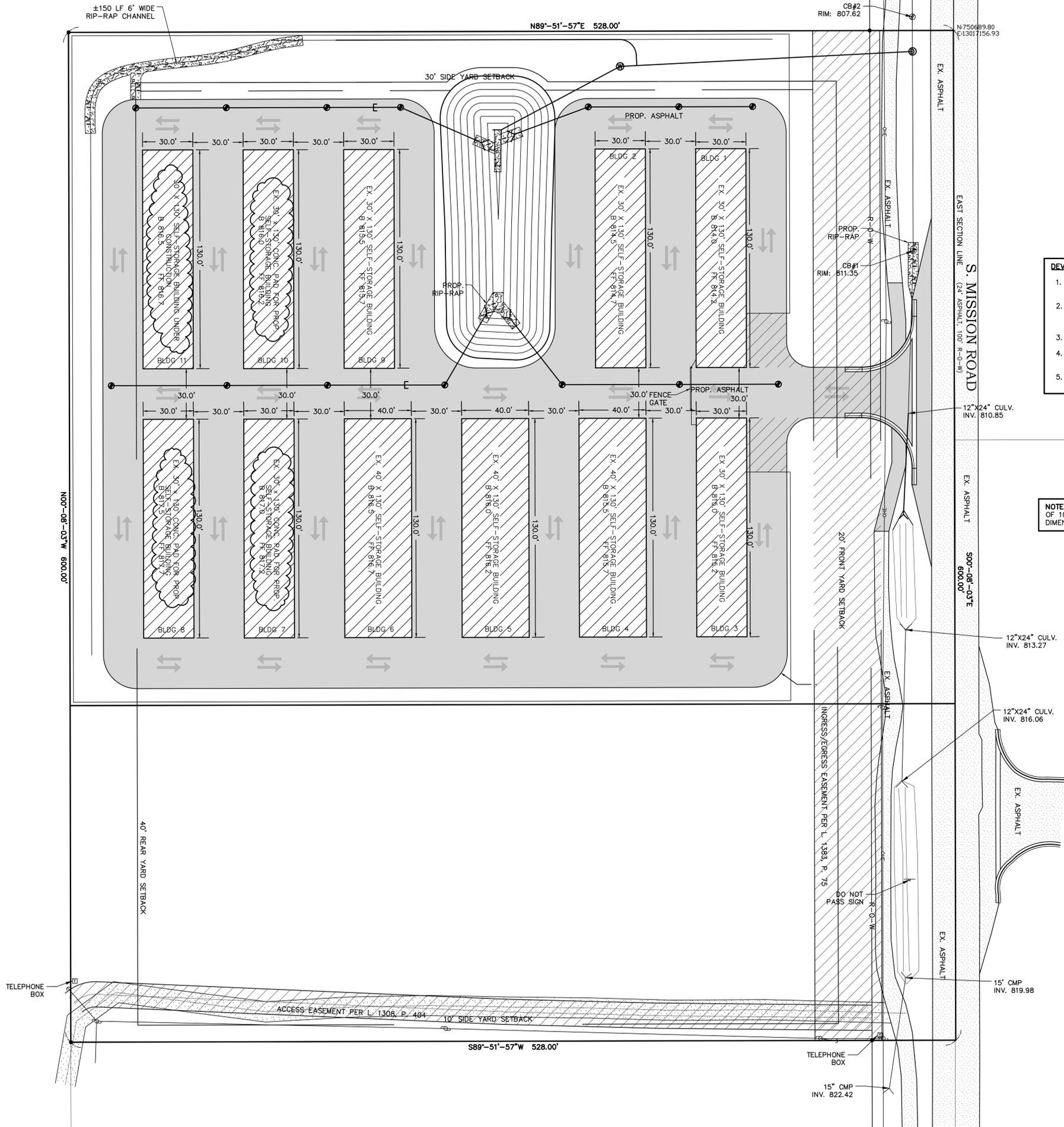
NOTE: SOUTH INVERT OF CB#1 IS A 15" RCP, FLARED END SECTION AT DITCH LINE SHOWS A 12"x24" OVAL CONTRACTOR IS TO DETERMINE WHERE ALONG THE LENGTH OF THE PIPE THE CHANGE IN PIPE SIZE AND CONSTRUCTION OCCURS.

EXISTING STORM STRUCTURES
CB#1
 RIM: 811.35
 N INV. 808.15 (18" RCP)
 S INV. 808.25 (15" RCP)

CB#2
 RIM: 807.62
 N INV. 802.82 (18" RCP)
 S INV. 802.72 (18" RCP)

NOTE: CONTRACTOR TO COORDINATE WITH CLIENT ON AUTOMATIC GATE DESIGN AND INSTALLATION.

NOTE: BUILDINGS ARE NUMBERED IN ACCORDANCE WITH THEIR CONSTRUCTION SCHEDULE.



- DEVELOPMENT NOTES:**
1. NO GARBAGE PICKUP OR RECYCLING OFFERED, THUS NO DUMPSTER OR RECYCLING ENCLOSURES ARE SHOWN.
 2. NO DOMESTIC WATER AND SANITARY SEWER PROPOSED FOR SITE. PUBLIC WATER AND SANITARY SEWER ARE PROPOSED.
 3. NO ONSITE DOMESTIC WATER AND SEWER PROPOSED.
 4. THE HOURS OF OPERATION FOR THE PROPOSED BUSINESS SHALL BE 24 HOURS A DAY, 7 DAYS A WEEK.
 5. THE TOTAL NUMBER OF PROPOSED STORAGE UNITS IS 336.

NOTE: SEE SHEET 10 OF 10 FOR ENTRANCE DIMENSIONS.



REVISIONS:

NO. 1	DATE	DESCRIPTION

SUBMITTALS:

NO. 1	DATE	DESCRIPTION

JOB NUMBER:	2402-028
DRAWN BY:	BTM
DESIGNED BY:	N/A
CHECKED BY:	TELB
SCALE:	1" = 30'
SHEET NUMBER:	3 OF 11

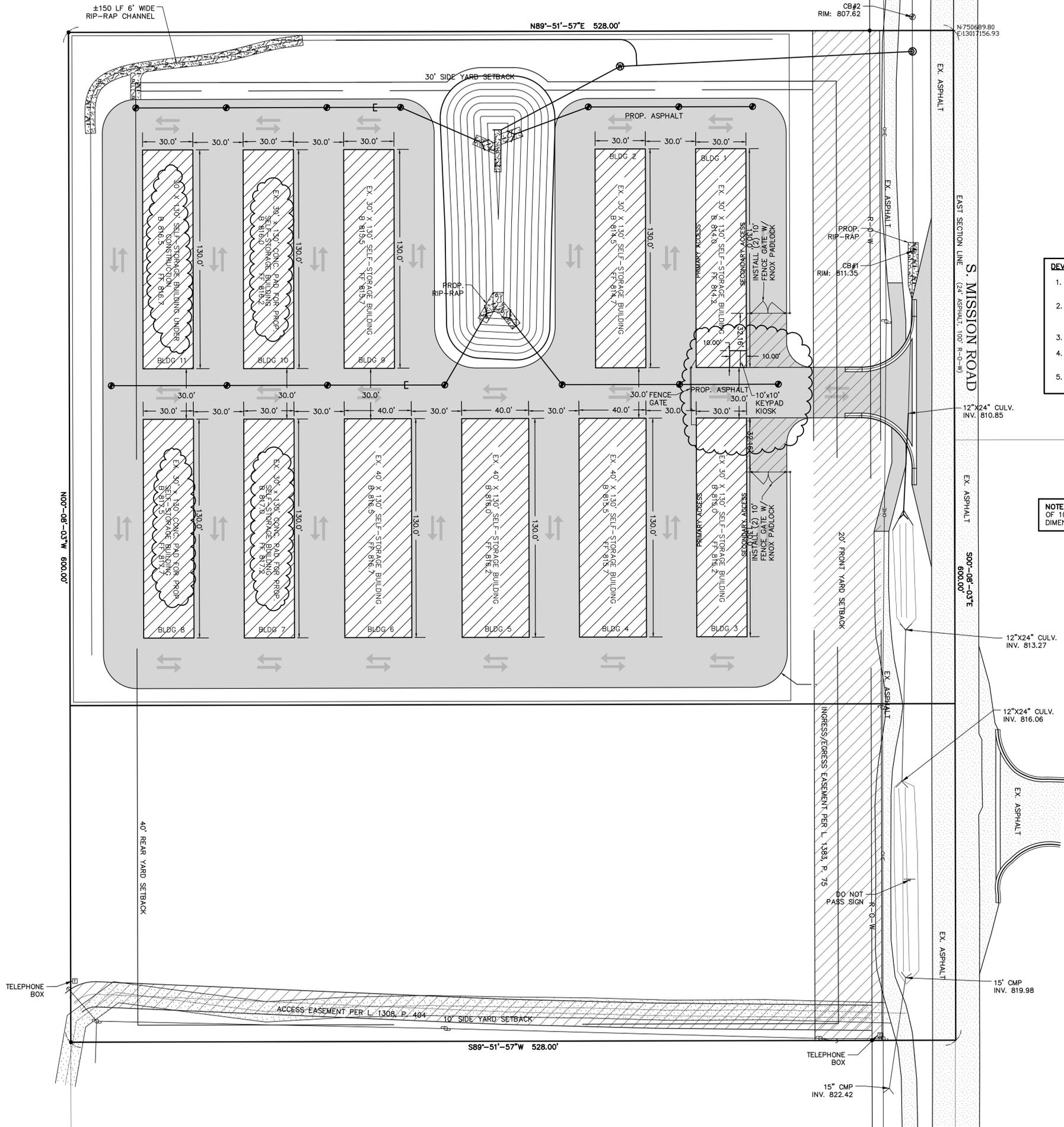
NOTE: SOUTH INVERT OF CB#1 IS A 15" RCP, FLARED END SECTION AT DITCH LINE SHOWS A 12"x24" OVAL. CONTRACTOR IS TO DETERMINE WHERE ALONG THE LENGTH OF THE PIPE THE CHANGE IN PIPE SIZE AND CONSTRUCTION OCCURS.

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 N INV. 808.15 (18" RCP)
 S INV. 808.25 (15" RCP)

CB#2
 RIM: 807.62
 N INV. 802.82 (18" RCP)
 S INV. 802.72 (18" RCP)

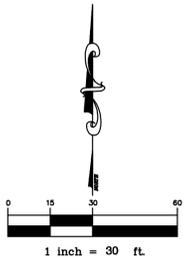
NOTE: CONTRACTOR TO COORDINATE WITH CLIENT ON AUTOMATIC GATE DESIGN AND INSTALLATION.

NOTE: BUILDINGS ARE NUMBERED IN ACCORDANCE WITH THEIR CONSTRUCTION SCHEDULE.



- DEVELOPMENT NOTES:**
1. NO GARBAGE PICKUP OR RECYCLING OFFERED, THUS NO DUMPSTER OR RECYCLING ENCLOSURES ARE SHOWN.
 2. NO DOMESTIC WATER AND SANITARY SEWER PROPOSED FOR SITE. PUBLIC WATER AND SANITARY SEWER ARE PROPOSED.
 3. NO ONSITE DOMESTIC WATER AND SEWER PROPOSED.
 4. THE HOURS OF OPERATION FOR THE PROPOSED BUSINESS SHALL BE 24 HOURS A DAY, 7 DAYS A WEEK.
 5. THE TOTAL NUMBER OF PROPOSED STORAGE UNITS IS 336.

NOTE: SEE SHEET 10 OF 10 FOR ENTRANCE DIMENSIONS.



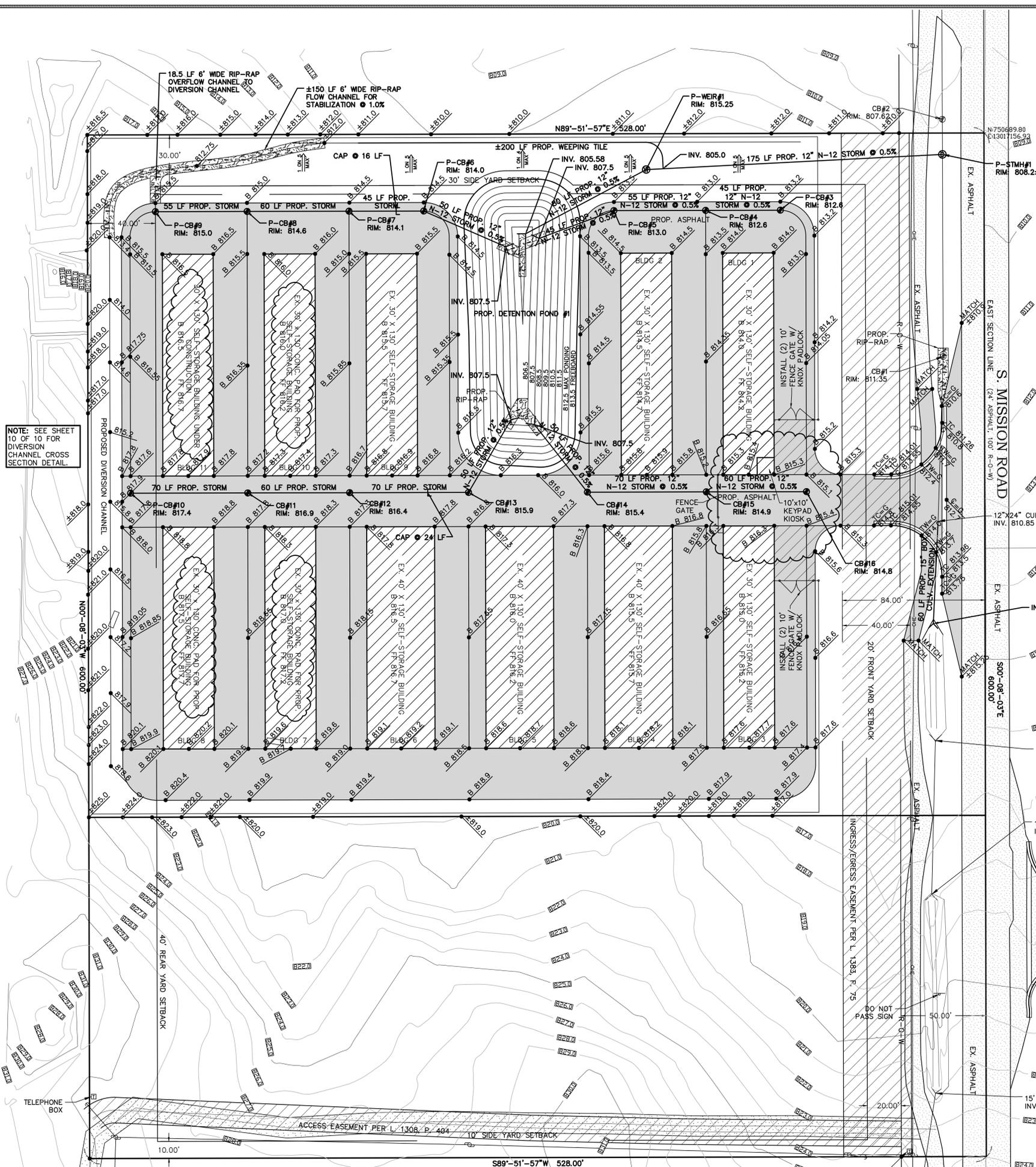
REVISIONS:

2-21-24	SUBMITTAL TO CLIENT FOR REVIEW
2-28-24	SUBMITTAL TO UNION TWP. PLANNING
3-6-24	SUBMITTAL TO UNION TWP. PLANNING

JOB NUMBER: 2402-028	SUBMITTALS: SUBMITTAL TO CLIENT FOR REVIEW 2-21-24
DRAWN BY: BTM	SUBMITTAL TO UNION TWP. PLANNING 2-28-24
DESIGNED BY: TELB	SUBMITTAL TO UNION TWP. PLANNING 3-6-24
CHECKED BY: TELB	

- PROPOSED STORM STRUCTURES**
- P-STMH#1**
RIM: 811.35
PROP. 4' DIA CONC FLAT TOP
E.J.I.W. 1040 W/ SOLID LID
N INV. 803.50 (18" RCP)
S INV. 803.50 (18" RCP)
W INV. 804.20 (12" N-12)
- P-WEIR#1**
RIM: 815.25
PROP. 4' DIA CONC FLAT TOP
E.J.I.W. 1040 W/ SOLID LID
CONC. WEIR = 812.5
SW INV. 805.18 (12" N-12)
E INV. 805.08 (12" N-12)
3" ORIFICE @ 805.13
- P-CB#3**
RIM: 812.6
PROP. 2' DIA MDT HEAVY WALL STR.
E.J.I.W. 1040 TYPE M1 GRATE
W INV. 809.1 (12" N-12)
- P-CB#4**
RIM: 812.6
PROP. 2' DIA MDT HEAVY WALL STR.
E.J.I.W. 1040 TYPE M1 GRATE
W INV. 808.78 (12" N-12)
E INV. 808.88 (12" N-12)
- P-CB#5**
RIM: 813.0
PROP. 2' DIA MDT HEAVY WALL STR.
E.J.I.W. 1040 TYPE M1 GRATE
W INV. 807.73 (12" N-12)
E INV. 808.50 (12" N-12)
- P-CB#6**
RIM: 814.0
PROP. 2' DIA MDT HEAVY WALL STR.
E.J.I.W. 1040 TYPE M1 GRATE
W INV. 810.49 (12" N-12)
E INV. 807.75 (12" N-12)
- P-CB#7**
RIM: 814.1
PROP. 2' DIA MDT HEAVY WALL STR.
E.J.I.W. 1040 TYPE M1 GRATE
W INV. 810.82 (12" N-12)
E INV. 810.72 (12" N-12)
- P-CB#8**
RIM: 814.6
PROP. 2' DIA MDT HEAVY WALL STR.
E.J.I.W. 1040 TYPE M1 GRATE
W INV. 811.22 (12" N-12)
E INV. 811.12 (12" N-12)
- P-CB#9**
RIM: 815.0
PROP. 2' DIA MDT HEAVY WALL STR.
E.J.I.W. 1040 TYPE M1 GRATE
E INV. 811.5 (12" N-12)
- P-CB#10**
RIM: 817.4
PROP. 2' DIA MDT HEAVY WALL STR.
E.J.I.W. 1040 TYPE M1 GRATE
E INV. 812.5 (12" N-12)
- P-CB#11**
RIM: 816.9
PROP. 2' DIA MDT HEAVY WALL STR.
E.J.I.W. 1040 TYPE M1 GRATE
E INV. 812.05 (12" N-12)
- P-CB#12**
RIM: 816.4
PROP. 2' DIA MDT HEAVY WALL STR.
E.J.I.W. 1040 TYPE M1 GRATE
W INV. 811.75 (12" N-12)
E INV. 811.65
- P-CB#13**
RIM: 815.9
PROP. 2' DIA MDT HEAVY WALL STR.
E.J.I.W. 1040 TYPE M1 GRATE
W INV. 811.30 (12" N-12)
NE INV. 807.75 (12" N-12)
- P-CB#14**
RIM: 815.4
PROP. 2' DIA MDT HEAVY WALL STR.
E.J.I.W. 1040 TYPE M1 GRATE
NW INV. 807.75 (12" N-12)
E INV. 809.25 (12" N-12)
- P-CB#15**
RIM: 814.9
PROP. 2' DIA MDT HEAVY WALL STR.
E.J.I.W. 1040 TYPE M1 GRATE
W INV. 809.60 (12" N-12)
E INV. 809.70 (12" N-12)
- P-CB#16**
RIM: 814.8
PROP. 2' DIA MDT HEAVY WALL STR.
E.J.I.W. 1040 TYPE M1 GRATE
W INV. 810.0 (12" N-12)

NOTE: SEE SHEET 10 OF 10 FOR DIVERSION CHANNEL CROSS SECTION DETAIL.



STORM WATER CALCULATIONS

Total Area Directed to Detention Facility: 211,266 sq. ft. = 4.85 acres

STORM WATER CALCULATIONS:

Allowable Discharge (0.10 cfs/acre) = 3.93 acres * 0.10 cfs/acre = 0.39 cfs
 Total Contributing Area = 3.93 acres
 Total Impervious Area = 3.01 acres
 Total Pervious Area = 0.92 acres
 Design Ponding Elevation = 812.5
 Invert of Restrictor Elevation = 805.5

Restrictor Calculation
 Formula: $a = Qa / [0.62[(64.4(h))]^2]$
 $a =$ Area of orifice in sq. ft.
 $Qa =$ Allowable outflow
 $H =$ elevation difference from maximum ponding elevation to centerline of orifice
 $h = (2/3)H$
 $a = 0.39$ cfs / $0.62 [(64.4)(812.5 - 805.5)(2/3)]^2$
 $a = 0.045$ sq ft
 $a = \pi(D^2) / 4 = D = 0.24$ ft = 2.88 inches

Pass-Through Flow Calculation
 2.42 acres * 0.35 cfs/acre = 0.85 cfs
 0.85 cfs pass-through + 0.39 cfs allowable = 1.24 cfs Total Outflow

Restrictor Calculation (revised)
 Formula: $a = Qa / [0.62[(64.4(h))]^2]$
 $a =$ Area of orifice in sq. ft.
 $Qa =$ Allowable outflow
 $H =$ elevation difference from maximum ponding elevation to centerline of orifice
 $h = (2/3)H$
 $a = 1.24$ cfs / $0.62 [(64.4)(812.5 - 805.5)(2/3)]^2$
 $a = 0.115$ sq ft
 $a = \pi(D^2) / 4 = D = 0.383$ ft = 4.60 inches

Therefore the required on site detention for a 25 Year/24 Hour Storm Event is 26,616 cft. The system as proposed provides 27,925 cft at the 812.5 ponding elevation.

The required on site detention for a 100 Year/24 Hour Storm Event is 33,616 cft. The system as proposed provides 37,537.5 cft at the 813.5 ponding elevation. Therefore the 100 Year Storage Elevation would occur at 813.1 contour.

POND VOLUME CALCULATIONS

805.5 CONTOUR = 108 SF	
806.5 CONTOUR = 958 SF	
807.5 CONTOUR = 1,992 SF	
808.5 CONTOUR = 3,144 SF	
809.5 CONTOUR = 4,402 SF	
810.5 CONTOUR = 5,762 SF	
811.5 CONTOUR = 7,222 SF	
812.5 CONTOUR = 8,782 SF	
813.5 CONTOUR = 10,443 SF	

VOL 806.5 = (108 + 958)/2 * 1 = 533 CF	
VOL 807.5 = (958 + 1,992)/2 * 1 = 1,475 CF	T-VOL = 2,008 CF
VOL 808.5 = (1,992 + 3,144)/2 * 1 = 2,568 CF	T-VOL = 4,576 CF
VOL 809.5 = (3,144 + 4,402)/2 * 1 = 3,773 CF	T-VOL = 8,349 CF
VOL 810.5 = (4,402 + 5,762)/2 * 1 = 5,082 CF	T-VOL = 13,431 CF
VOL 811.5 = (5,762 + 7,222)/2 * 1 = 6,492 CF	T-VOL = 19,923 CF
VOL 812.5 = (7,222 + 8,782)/2 * 1 = 8,002 CF	T-VOL = 27,925 CF

VOLUME AT CONTOUR 812.5 PROVIDES ONE FOOT OF FREEBOARD FOR POND
 VOL 813.5 = (8,782 + 10,443)/2 * 1 = 9,612.5 CF T-VOL = 37,537.5 CF

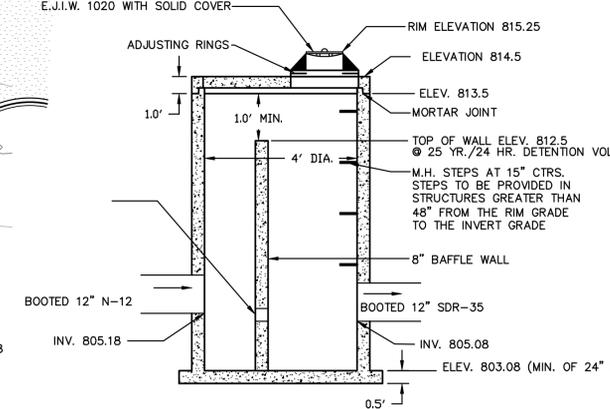
EXISTING STORM STRUCTURES

- CB#1**
RIM: 811.35
N INV. 808.15 (18" RCP)
S INV. 808.25 (15" RCP)
- CB#2**
RIM: 807.62
N INV. 802.82 (18" RCP)
S INV. 802.72 (18" RCP)

NOTE: SOUTH INVERT OF CB#1 IS A 15" RCP FLARED END SECTION AT DITCH LINE SHOWS A 12"x24" OVAL CONTRACTOR IS TO DETERMINE WHERE ALONG THE LENGTH OF THE PIPE THE CHANGE IN PIPE SIZE AND CONSTRUCTION OCCURS.

BAFFLE WALL CONSTRUCTION NOTES

1. BAFFLE WALL TO BE CONSTRUCTED OF 8" CONCRETE BLOCK WITH SMOOTH-RAKED JOINTS.
2. EPOXY #4 REINFORCING BARS INTO THE SIDEWALLS AND BASE OF THE PRECAST STRUCTURE AT 8" SPACING. BARS ARE TO EXTEND ACROSS THE ENTIRE WIDTH OF THE STRUCTURE.
3. PLACE #4 REINFORCING BARS IN THE BAFFLE WALL VERTICALLY AT 12" SPACINGS. THE VERTICAL BARS TO HORIZONTAL BARS.
4. GROUT-FILL ALL CONCRETE BLOCK
5. COAT ENTIRE BAFFLE WALL WITH XYPEX WATERPROOFING OR APPROVED EQUAL.



P-WEIR STORM WATER OVERFLOW STRUCTURE
 NOT TO SCALE



REVISIONS:

SUBMITTALS:

JOB NUMBER:	2402-028
DRAWN BY:	BTM
DESIGNED BY:	TELB
CHECKED BY:	TELB
SCALE:	1" = 30'
SHEET NUMBER:	6 OF 11

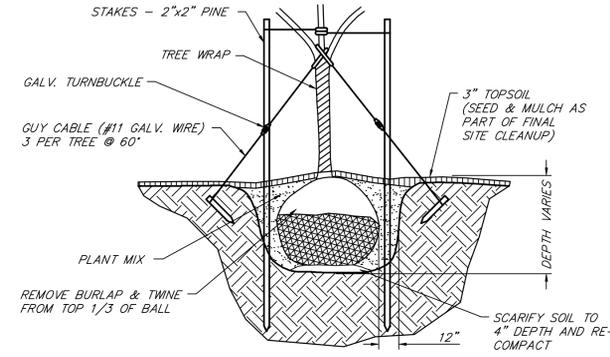


NOTE: THREE EVERGREEN SPECIES TO BE UTILIZED FOR SCREENING: CONCOLOR FIR, SERBIAN SPRUCE, AND NORWAY SPRUCE, GROUPED INTO CLUSTERS OF FIVE OF THE SAME SPECIES AS SHOWN.

NOTE: ALL LANDSCAPING AND FENCING TO BE DONE DURING PHASE ONE

NOTE: FOUR SHRUB SPECIES WILL BE UTILIZED FOR LANDSCAPING: CHOKEBERRY, BURNING BUSH, KNOCK OUT ROSES, AND DAYLILIES. CONTRACTOR IS TO COORDINATE WITH CLIENT ON LOCATION OF PLANTING OF EACH SPECIES.

INSTALL (61) 6'-7" TALL EVERGREEN TREES 15' ON CENTER ALONG THE WEST AND NORTH PROPERTY LINE. DOUBLE STACK TREES AT WESTERN DRIVE ENDS.



TYP. TREE PLANTING DETAIL
 NOT TO SCALE

REQUIRED PROJECT LANDSCAPING:

IN ACCORDANCE WITH SECTION 10, LANDSCAPING AND SCREENING OF THE UNION CHARTER TOWNSHIP ORDINANCE, THE FOLLOWING SHALL BE PLANTED IN ACCORDANCE WITH SECTION 10.2 SUMMARY OF MINIMUM PLANTING REQUIREMENTS AND SUMMARY OF PLANT MATERIAL SPECIFICATIONS OF PLANTING AND SECTION 10.4, STANDARDS FOR LANDSCAPING MATERIALS.

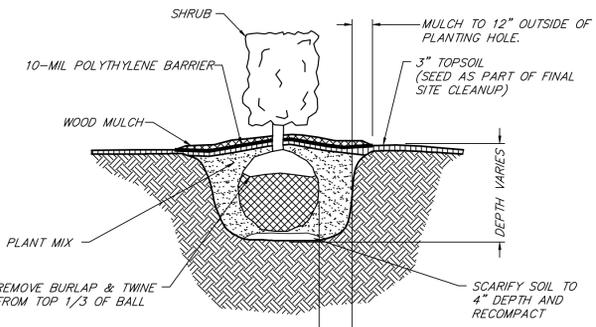
- LANDSCAPING ADJACENT TO S. MISSION ROAD.
- 1) THERE ARE SHOWN (10) "STREET" TREES FOR THE 400 FEET OF ROAD FRONTAGE, LESS THE ACCESS DRIVE ON S. MISSION ROAD. 1 TREE FOR EVERY 40 FRONT FEET.
 - 2) THERE ARE (4) ORNAMENTAL STREET TREES FOR THE 400 FEET OF ROAD FRONTAGE, LESS THE ACCESS DRIVE ON S. MISSION ROAD. 1 TREE FOR EVERY 100 FRONT FEET.
 - 3) THERE ARE (80) SHRUBS FOR THE 400 FEET OF ROAD FRONTAGE, LESS THE ACCESS DRIVE ON S. MISSION ROAD. 8 SHRUBS FOR EVERY 40 FRONT FEET.

SCREENING ADJACENT TO RESIDENTIAL SHALL BE EVERGREENS SPACED NO MORE THAN 15 FEET ON CENTER. THE PROPOSED PROJECT IS ADJACENT TO A RESIDENTIAL ZONE OR USE ALONG THE NORTH AND WEST PROPERTY LINES. AS SUCH, THERE ARE (55) EVERGREEN TREES FOR THE 828 FEET ADJACENT TO THE RESIDENTIAL ZONE. 1 TREE FOR EVERY 15 FEET.

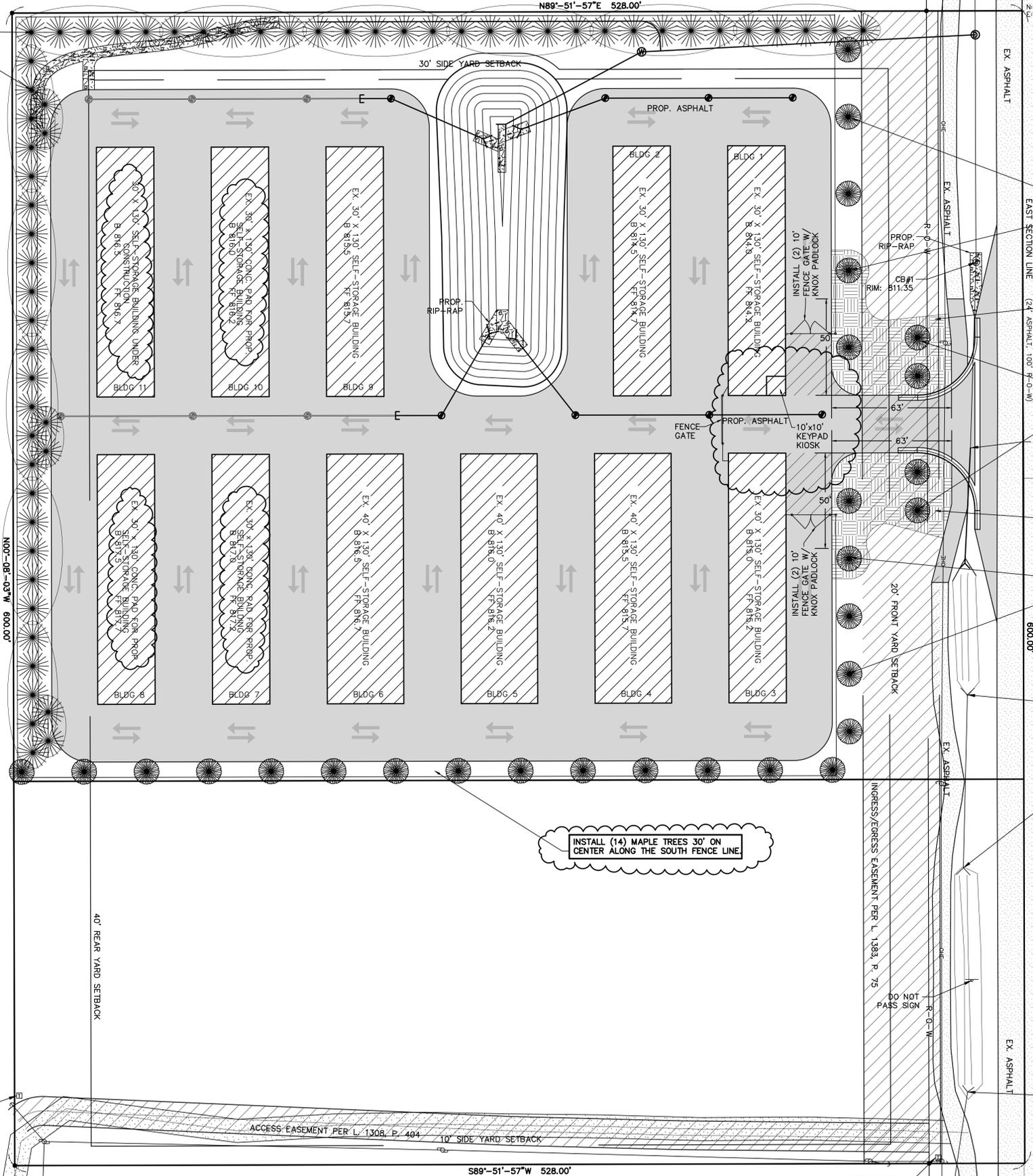
PARKING LOT LANDSCAPING SHALL BE 1 TREE FOR EVERY 5 PARKING SPACES. THE PROPOSED PROJECT HAS NO DEDICATED PARKING LOT.

GREENBELTS SHALL BE DECIDUOUS OR EVERGREEN TREES SPACED NO MORE THAN 30 FEET ON CENTER. THE PROPOSED PROJECT INCLUDES A GREENBELT ALONG THE PROPOSED SOUTH FENCE LINE. AS SUCH, THERE ARE (14) DECIDUOUS TREES FOR THE 427 FEET OF FENCE LINE. 1 TREE FOR EVERY 30 FEET.

LANDSCAPING SHALL BE INSTALLED AND MAINTAINED IN ACCORDANCE WITH SECTION 10.5, INSTALLATION AND MAINTENANCE. LANDSCAPING WILL HAVE ONE YEAR GUARANTEE FROM THE INSTALLER. PRIOR TO THE ONE YEAR ANNIVERSARY, THE INSTALLER WILL REPLACE ANY DAMAGED, DYING OR DEAD PLANTINGS. FOLLOWING THIS GUARANTEE PERIOD, EACH SPRING, THE PLANTINGS SHALL BE INSPECTED AND ANY DAMAGED, DYING OR DEAD PLANTINGS WILL BE REPLACED. GENERAL LAWN AREAS WILL BE MAINTAINED AND MOWED REGULARLY.



TYPICAL EVERGREEN SHRUB PLANTING DETAIL
 NOT TO SCALE



INSTALL (5) MAPLE TREES 40' ON CENTER ALONG THE EAST FENCE LINE.

30 EX. SHRUBS AND BUSHES. INSTALL (10) SHRUBS AND BUSHES IN LANDSCAPE AREA TO MEET REQUIREMENTS.

INSTALL (4) SNOWDRIFT CRABAPPLE TREES AT THE FRONT ENTRANCE.

30 EX. SHRUBS AND BUSHES. INSTALL (10) SHRUBS AND BUSHES IN LANDSCAPE AREA TO MEET REQUIREMENTS.

INSTALL (5) MAPLE TREES 30' ON CENTER ALONG THE EAST FENCE LINE.

INSTALL (14) MAPLE TREES 30' ON CENTER ALONG THE SOUTH FENCE LINE.

TREE PLANTING GENERAL NOTES:

- STAKE TREES UNDER 4" CALIPER
- GUY TREES 4" CALIPER & OVER
- PRUNE TO THIN & SHAPE CANOPY
- CONTRACTOR TO VERIFY PERCOLATION OF PLANTING PIT PRIOR TO INSTALLATION
- SET TOP OF BALL TO CORRESPOND WITH FINISH GRADE
- SET STAKES VERTICAL AND EVENLY
- STAYS OR GUYS TO BE SET ABOVE FIRST BRANCH
- SCARIFY SOIL TO 4" DEPTH & RECOMPACT
- STAKES TO EXTEND 18" BELOW PIT IN UNDISTURBED SOIL
- NOTE: ALL OTHER SOFT AREAS NOT DESIGNATED AS COVERED SHALL BE GRASS COVERED.

LANDSCAPE AREA

STREET PLANTINGS - S. MISSION ROAD.

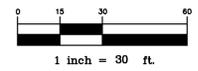
- 10 DECIDUOUS TREES
- 4 ORNAMENTAL TREES
- 80 SHRUBS

SCREENING PLANTINGS - N. & W. PROP.

- 55 EVERGREEN TREES REQUIRED
- 61 TREES PROVIDED (SEE NOTE)

NOTE: UNION TOWNSHIP ORDINANCE REQUIRES 8 FOOT TALL EVERGREEN TREES AT THE TIME OF PLANTING. 8 FOOT TALL EVERGREEN TREES ARE ONLY AVAILABLE IN ONE SPECIES. 6-7 FOOT TALL EVERGREEN TREES ARE AVAILABLE IN THREE SPECIES, WHICH ALLOWS FOR GROUPING OF TREES IN A WAY THAT IS SUITABLE FOR THE MITIGATION AND PREVENTION OF DISEASE. 6 EXTRA TREES HAVE BEEN ADDED IN STRATEGIC LOCATIONS TO COMPENSATE FOR POTENTIAL HEADLIGHTS.

- PROP DECIDUOUS TREE WITH A MIN. CALIPER OF 2.5 INCHES AND A MIN. HEIGHT OF 4 FEET TO FIRST BRANCH.
- PROP ORNAMENTAL TREE - MIN. CALIPER OF 2.0 INCHES & A MIN. HEIGHT OF 4 FEET TO FIRST BRANCH.
- PROP SHRUB - MIN. HEIGHT OF 3 FEET AND A MIN. SPREAD OF 2 FEET.



REVISIONS:

NO. 2-21-24	DATE	DESCRIPTION
1	2-21-24	SUBMITTAL TO CLIENT FOR REVIEW
2	2-28-24	SUBMITTAL TO UNION TWP. PLANNING
3	3-6-24	SUBMITTAL TO UNION TWP. PLANNING

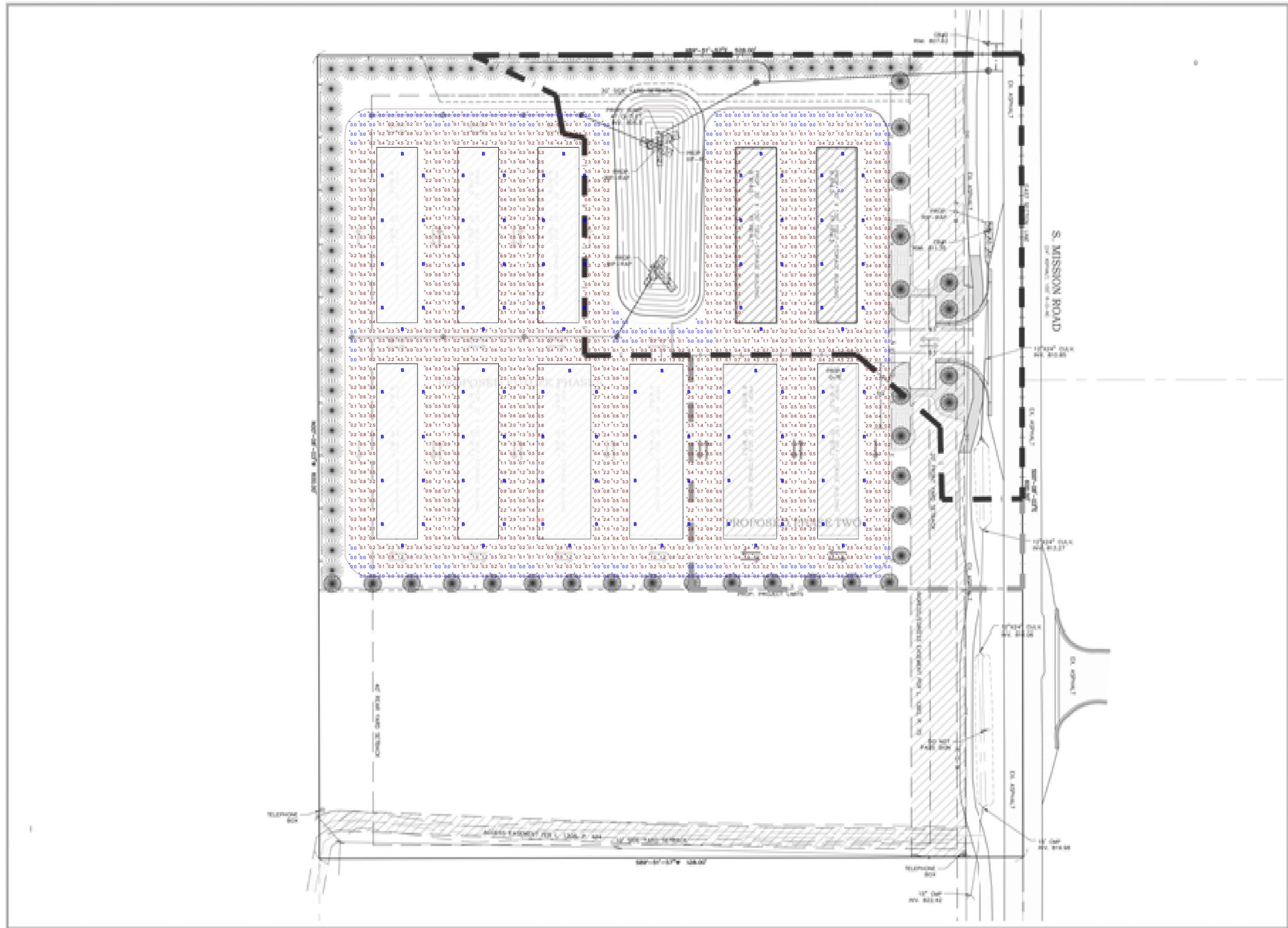
JOB NUMBER:	2402-028
DRAWN BY:	BTM
DESIGNED BY:	TELB
CHECKED BY:	TELB
SCALE:	1" = 30'
SHEET NUMBER:	7 OF 11

Schedule

Symbol	Label	Quantity	Manufacturer	Catalog Number	Description	Lumens Per Lamp	Wattage
	B	110	HUBBELL OUTDOOR	SG1-10-5K	10w LED Wall Pack	1348	10.9

Statistics

Description	Symbol	Avg	Max	Min
Parking	+	1.1 fc	9.0 fc	0.0 fc



CMS & D
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SITE LIGHTING PLAN
DARREN BLANSHAN
PART OF THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4,
SECTION 24, T14N-R04E,
UNION TOWNSHIP, GARRARD COUNTY, MISSOURI

SCALE: 1" = 30'
SHEET NUMBER: 8 OF 11

SUBMITTAL: SUBMITTAL FOR PRELIMINARY REVIEW 2-16-22
DATE: 03/23/2022
SCALE: Not to Scale
DRAWING NO. Summary

Storage Unit

Designer
d badgley
Date
03/23/2022
Scale
Not to Scale
Drawing No.
Summary

HUBBELL Outdoor Lighting

DATE: LOCATION: Mt. Pleasant, MI
 TYPE: B PROJECT: Darwin Blanshan Storage Units
 CATALOG #: SGI-10-SK7-FT-UNV-BLT

SLING Series

SLENDER WALLPACK

FEATURES

- Two sizes for a variety of applications
- Ranges from 2W to 80W with up to 8000 lumens
- SGI Series replaces from 100W-150W HID; SG2 Series replaces from 150W-250W HID
- Comfort lens available as an option or accessory provides glare control and enhanced uniformity
- Knockout and trunion accessory mounting kits available for field applications
- IP65 and certified to UL 1598 for use in wet locations up to 40°C ambient
- DLC (DesignLights Consortium) Qualified - see www.designlights.org

RELATED PRODUCTS

- LNC2 Litepak
- LNC2 Litepak
- LNC3 Litepak
- LNC4 Litepak
- GeoPak
- GeoPak2

tradeSELECT

SPECIFICATIONS

HOUSING

- Rugged die-cast aluminum housing with corrosion resistant powder coat finish
- Heating dissipating fins provide superior thermal performance extending the life of the electronic components
- Impact resistant tempered glass offers zero uplight
- Comfort lens available as an option or accessory to reduce glare (70% lumen reduction) and provide better uniformity

OPTICS

- 3000K, 4000K and 5000K CCT nominal with 70 CRI
- Smaller SGI housing has 3 LEDs

INSTALLATION

- Side hinge allows for easy installation and wiring
- Side movement avoids damage to the lens and helps prevent injury common in drop down hinge designs
- Mounts to 4" junction box and includes a gasket to help seal electrical connections
- Four 1/2" threaded conduits hubs for surface conduit provided

ELECTRICAL

- 120-277V, 50/60Hz electronic drivers
- 347V and 480V available in large SG2 housing
- 10KA surge protection included

OPTIONS/CONTROLS

- Button photocontrol for dusk to dawn energy savings. Stock versions include 120V-277V PC with a cover which provides a choice to engage photocontrol or not. PC is installed in top hub
- Occupancy sensor available for on/off and remote control in larger SG2 housing
- See HLL Standard Warranty for additional information

CERTIFICATIONS

- DesignLights Consortium™ (DLC) qualified. Please refer to the DLC website for specific product qualifications at www.designlights.org
- Listed to UL1598 for use in wet location, listed for -40°C to 40°C applications
- IDA approved with zero uplight for 3000K and warmer CCTs

WARRANTY

- 5 year limited warranty

KEY DATA

Lumen Range	2263-8079
Wattage Range	21-80
Efficacy Range (LPW)	101-113
Fixture Projected Life (Hours)	L70-50K
Weights lbs. (kg)	4.3-11 (2.0-5.0)

HUBBELL Outdoor Lighting

DATE: LOCATION: Mt. Pleasant, MI
 TYPE: B PROJECT: Darwin Blanshan Storage Units
 CATALOG #: SGI-10-SK7-FT-UNV-BLT

SLING SERIES

SLENDER WALLPACK

ORDERING GUIDE

Example: SGI-20-3K7FT-UNV-DNB1-PCU-CS

CATALOG # SGI-10-SK7-FT-UNV-BLT

ORDERING INFORMATION

Model	CCT/CRI	Wattage	Mounting Height	Color	Delivered Lumens	LPW	Weight lbs. (kg)
SG1-10-PCU	5000K/70	10W	8-12"	120-277V	1424	122	4.3 (2.0)
SG1-10-PCU	4000K/70	10W	8-12"	120-277V	1424	129	4.3 (2.0)
SG1-20-PCU	5000K/70	20W	8-12"	120-277V	2848	142	4.3 (2.0)
SG1-20-PCU	4000K/70	20W	8-12"	120-277V	2848	150	4.3 (2.0)
SG1-30-PCU	5000K/70	30W	10-15"	120-277V	4272	142	4.3 (2.0)
SG1-30-PCU	4000K/70	30W	10-15"	120-277V	4272	151	4.3 (2.0)
SG1-40-PCU	5000K/70	40W	10-15"	120-277V	5700	142	4.3 (2.0)
SG1-40-PCU	4000K/70	40W	10-15"	120-277V	5700	150	4.3 (2.0)
SG2-50-PCU	5000K/70	50W	12-18"	120-277V	7125	142	11.5 (5.2)
SG2-50-PCU	4000K/70	50W	12-18"	120-277V	7125	149	11.5 (5.2)
SG2-80-PCU	5000K/70	80W	15-25"	120-277V	11400	142	11.5 (5.2)
SG2-80-PCU	4000K/70	80W	15-25"	120-277V	11400	151	11.5 (5.2)

PHOTOMETRY

SG1-10-4K7

LUMINAIRE DATA

Description	4000 Kelvin, 70 CRI
Distribution Type	Forward Throw
Delivered Lumens	1424
Watts	11.4
Efficacy	125
Mounting	Wall

ZONAL LUMEN SUMMARY

Zone	Lumens	% Luminaires
Downward Street Side	996.8	70.0
Downward House Side	427.8	30.0
Downward Total	1424.4	100.0
Upward Street Side	0.0	0.0
Upward House Side	0.0	0.0
Upward Total	0.0	0.0
Total Flux	1424.4	100.0

ISOMETRIC FOOTCANDLE

10' Mounting Height: 5.0 FC, 10 FC, 2.0 FC, 0.5 FC

HUBBELL Outdoor Lighting

DATE: LOCATION: Mt. Pleasant, MI
 TYPE: B PROJECT: Darwin Blanshan Storage Units
 CATALOG #: SGI-10-SK7-FT-UNV-BLT

SLING SERIES

SLENDER WALLPACK

ORDERING GUIDE

Example: SGI-20-3K7FT-UNV-DNB1-PCU-CS

ORDERING INFORMATION

Model	CCT/CRI	Wattage	Mounting Height	Color	Delivered Lumens	LPW	Weight lbs. (kg)
SG1-10-PCU	5000K/70	10W	8-12"	120-277V	1424	122	4.3 (2.0)
SG1-10-PCU	4000K/70	10W	8-12"	120-277V	1424	129	4.3 (2.0)
SG1-20-PCU	5000K/70	20W	8-12"	120-277V	2848	142	4.3 (2.0)
SG1-20-PCU	4000K/70	20W	8-12"	120-277V	2848	150	4.3 (2.0)
SG1-30-PCU	5000K/70	30W	10-15"	120-277V	4272	142	4.3 (2.0)
SG1-30-PCU	4000K/70	30W	10-15"	120-277V	4272	151	4.3 (2.0)
SG1-40-PCU	5000K/70	40W	10-15"	120-277V	5700	142	4.3 (2.0)
SG1-40-PCU	4000K/70	40W	10-15"	120-277V	5700	150	4.3 (2.0)
SG2-50-PCU	5000K/70	50W	12-18"	120-277V	7125	142	11.5 (5.2)
SG2-50-PCU	4000K/70	50W	12-18"	120-277V	7125	149	11.5 (5.2)
SG2-80-PCU	5000K/70	80W	15-25"	120-277V	11400	142	11.5 (5.2)
SG2-80-PCU	4000K/70	80W	15-25"	120-277V	11400	151	11.5 (5.2)

PHOTOMETRY

SG1-20-4K7

LUMINAIRE DATA

Description	4000 Kelvin, 70 CRI
Distribution Type	Forward Throw
Delivered Lumens	4070
Watts	28.4
Efficacy	143
Mounting	Wall

ZONAL LUMEN SUMMARY

Zone	Lumens	% Luminaires
Downward Street Side	2857.0	70.2
Downward House Side	1215.5	29.8
Downward Total	4072.5	100.0
Upward Street Side	0.0	0.0
Upward House Side	0.0	0.0
Upward Total	0.0	0.0
Total Flux	4072.5	100.0

ISOMETRIC FOOTCANDLE

10' Mounting Height: 5.0 FC, 10 FC, 2.0 FC, 0.5 FC

HUBBELL Outdoor Lighting

DATE: LOCATION: Mt. Pleasant, MI
 TYPE: B PROJECT: Darwin Blanshan Storage Units
 CATALOG #: SGI-10-SK7-FT-UNV-BLT

SLING SERIES

SLENDER WALLPACK

PERFORMANCE DATA

Description	# of LEDs	Drive Current	System Watts	5K (5000K NOMINAL 70 CRI)					4K (4000K NOMINAL 70 CRI)					3K (3000K NOMINAL 80 CRI)				
				Lumens	LPW	B	U	G	Lumens	LPW	B	U	G	Lumens	LPW	B	U	G
SG1-10	2	350mA	11	1349	122	0	0	0	1424	129	1	0	0	1003	91	1	0	0
SG1-20	2	250mA	21	2449	116	1	0	0	2310	110	1	0	0	2054	95	1	0	0
SG1-30	2	350mA	29	3332	117	2	0	0	3060	106	1	0	0	2913	100	1	0	0
SG-40	2	450mA	38	4008	105	2	0	0	4070	106	2	0	0	3845	100	2	0	0
SG2-50-UHV	3	350mA	44	4633	106	2	0	0	4609	105	2	0	0	3895	90	2	0	0
SG2-50	3	415mA	51	5548	108	2	0	0	5526	107	2	0	0	4700	92	2	0	0
SG2-80	3	650mA	80	7851	98	2	0	1	8079	103	2	0	1	6721	86	2	0	1

ELECTRICAL DATA

Catalog number	# of Drivers	Input Voltage	Current (AMPS)	System Power
SG1-10	1	277	0.04	11.0
SG1-20	1	120	0.18	21.0
SG1-30	1	277	0.08	21.0
SG1-30	1	120	0.24	28.9
SG2-40	1	277	0.10	28.9
SG2-40	1	120	0.32	38.3
SG-50-UHV	1	277	0.14	38.3
SG2-50	1	277	0.13	43.5
SG2-50	1	480	0.18	43.5
SG2-50	1	120	0.42	50.6
SG2-50	1	277	0.18	50.6
SG2-80	1	120	0.68	79.8
SG2-80	1	277	0.29	79.8

PROJECTED LUMEN MAINTENANCE

Ambient Temperature	OPERATING HOURS			
	0	25,000	50,000	100,000
25°C / 77°F	1.00	0.98	0.97	0.95
40°C / 104°F	0.99	0.98	0.96	0.94

HUBBELL Outdoor Lighting

DATE: LOCATION: Mt. Pleasant, MI
 TYPE: B PROJECT: Darwin Blanshan Storage Units
 CATALOG #: SGI-10-SK7-FT-UNV-BLT

SLING SERIES

SLENDER WALLPACK

LUMINAIRE AMBIENT TEMPERATURE FACTOR (LATF)

Ambient Temperature	Lumen Multiplier
0° C	1.02
10° C	1.01
20° C	1.00
25° C	1.00
30° C	1.00
40° C	0.99
50° C	0.98

DIMENSIONS

SG1

SG2

SG2 with occupancy sensor and battery options

HUBBELL Outdoor Lighting

DATE: LOCATION: Mt. Pleasant, MI
 TYPE: B PROJECT: Darwin Blanshan Storage Units
 CATALOG #: SGI-10-SK7-FT-UNV-BLT

SLING SERIES

SLENDER WALLPACK

PHOTOMETRY

SG1-20-4K7

LUMINAIRE DATA

Description	4000 Kelvin, 70 CRI
Distribution Type	Forward Throw
Delivered Lumens	2848
Watts	28.4
Efficacy	100
Mounting	Wall

ZONAL LUMEN SUMMARY

Zone	Lumens	% Luminaires
Downward Street Side	1988	70.0
Downward House Side	860	30.0
Downward Total	2848	100.0
Upward Street Side	0.0	0.0
Upward House Side	0.0	0.0
Upward Total	0.0	0.0
Total Flux	2848	100.0

ISOMETRIC FOOTCANDLE

10' Mounting Height: 5.0 FC, 10 FC, 2.0 FC, 0.5 FC

HUBBELL Outdoor Lighting

DATE: LOCATION: Mt. Pleasant, MI
 TYPE: B PROJECT: Darwin Blanshan Storage Units
 CATALOG #: SGI-10-SK7-FT-UNV-BLT

SLING SERIES

SLENDER WALLPACK

PHOTOMETRY

SG1-30-4K7

LUMINAIRE DATA

Description	4000 Kelvin, 70 CRI
Distribution Type	Forward Throw
Delivered Lumens	4272
Watts	32.4
Efficacy	132
Mounting	Wall

ZONAL LUMEN SUMMARY

Zone	Lumens	% Luminaires
Downward Street Side	3058	71.6
Downward House Side	1214	28.4
Downward Total	4272	100.0
Upward Street Side	0.0	0.0
Upward House Side	0.0	0.0
Upward Total	0.0	0.0
Total Flux	4272	100.0

ISOMETRIC FOOTCANDLE

10' Mounting Height: 5.0 FC, 10 FC, 2.0 FC, 0.5 FC

HUBBELL Outdoor Lighting

DATE: LOCATION: Mt. Pleasant, MI
 TYPE: B PROJECT: Darwin Blanshan Storage Units
 CATALOG #: SGI-10-SK7-FT-UNV-BLT

SLING SERIES

SLENDER WALLPACK

PHOTOMETRY

SG1-40-4K7

LUMINAIRE DATA

Description	4000 Kelvin, 70 CRI
Distribution Type	Forward Throw
Delivered Lumens	5700
Watts	40.0
Efficacy	142
Mounting	Wall

ZONAL LUMEN SUMMARY

Zone	Lumens	% Luminaires
Downward Street Side	4070	71.4
Downward House Side	1630	28.6
Downward Total	5700	100.0
Upward Street Side	0.0	0.0
Upward House Side	0.0	0.0
Upward Total	0.0	0.0
Total Flux	5700	100.0

ISOMETRIC FOOTCANDLE

10' Mounting Height: 5.0 FC, 10 FC, 2.0 FC, 0.5 FC

HUBBELL Outdoor Lighting

DATE: LOCATION: Mt. Pleasant, MI
 TYPE: B PROJECT: Darwin Blanshan Storage Units
 CATALOG #: SGI-10-SK7-FT-UNV-BLT

SLING SERIES

SLENDER WALLPACK

PHOTOMETRY

SG2-50-4K7

LUMINAIRE DATA

Description	4000 Kelvin, 70 CRI
Distribution Type	Forward Throw
Delivered Lumens	7125
Watts	50.0
Efficacy	142
Mounting	Wall

ZONAL LUMEN SUMMARY

Zone	Lumens	% Luminaires
Downward Street Side	5000	70.2
Downward House Side	2125	29.8
Downward Total	7125	100.0
Upward Street Side	0.0	0.0
Upward House Side	0.0	0.0
Upward Total	0.0	0.0
Total Flux	7125	100.0

ISOMETRIC FOOTCANDLE

10' Mounting Height: 5.0 FC, 10 FC, 2.0 FC, 0.5 FC

HUBBELL Outdoor Lighting

DATE: LOCATION: Mt. Pleasant, MI
 TYPE: B PROJECT: Darwin Blanshan Storage Units
 CATALOG #: SGI-10-SK7-FT-UNV-BLT

SLING SERIES

SLENDER WALLPACK

PHOTOMETRY

SG2-80-4K7

LUMINAIRE DATA

Description	4000 Kelvin, 70 CRI
Distribution Type	Forward Throw
Delivered Lumens	11400
Watts	80.0
Efficacy	142
Mounting	Wall

ZONAL LUMEN SUMMARY

Zone	Lumens	% Luminaires
Downward Street Side	8000	70.2
Downward House Side	3400	29.8
Downward Total	11400	100.0
Upward Street Side	0.0	0.0
Upward House Side	0.0	0.0
Upward Total	0.0	0.0
Total Flux	11400	100.0

ISOMETRIC FOOTCANDLE

10' Mounting Height: 5.0 FC, 10 FC, 2.0 FC, 0.5 FC

HUBBELL Outdoor Lighting

DATE: LOCATION: Mt. Pleasant, MI
 TYPE: B PROJECT: Darwin Blanshan Storage Units
 CATALOG #: SGI-10-SK7-FT-UNV-BLT

SLING SERIES

SLENDER WALLPACK

ADDITIONAL INFORMATION

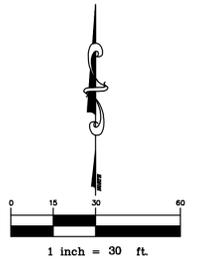
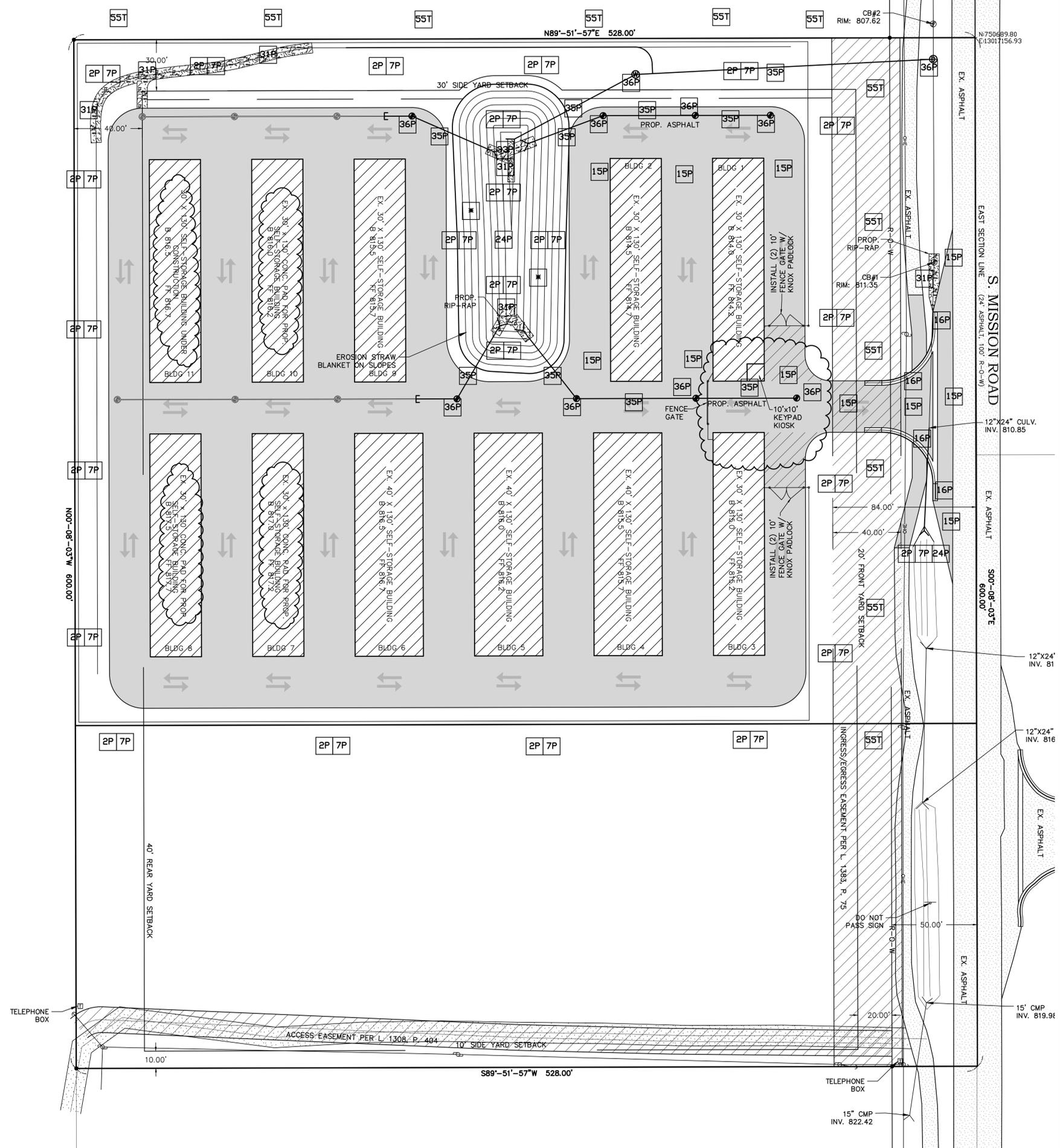
Shipping Information

Catalog Number	G.Wt/kg/CTN	Length Inch (cm)	Width Inch (cm)	Height Inch (cm)	Carton Qty. Per Master Pack	Pallet Qty.
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MICHIGAN UNIFIED KEYING SYSTEM
 SOIL EROSION & SEDIMENTATION CONTROL MEASURES
 P = PERMANENT T = TEMPORARY

KEY	DETAIL	CHARACTERISTICS
2	Selective Grading & Shaping	Water can be diverted to minimize erosion Flatter slopes ease erosion problems
7	Hydro-seeding	Effective on large areas Mulch loading agent used to provide immediate protection until grass is rooted Should include prepared topsoil bed
15	Paving	Protects areas which cannot otherwise be protected, but increases runoff volume and velocity Irregular surface will help slow velocity
16	Curb & Gutter	Keeps high velocity runoff on paved areas from leaving paved surface Collects and conducts runoff to enclosed drainage system or prepared drainage
24	Grassed Waterway	Much more stable form of drainage way than bare channel Grass tends to slow runoff and filter out sediment Used where bare channel would be eroded
31	Energy Dissipator	Slows runoff velocity to non-erosive level Permits sediment collection from runoff
33	Sediment Trap	May be constructed of a variety of materials Traps sediment and reduces velocity of flow Can be cleaned and expanded as needed
35	Storm Sewer	System removes collected runoff from site, particularly from paved areas Can accept large concentrations of runoff Conducts runoff to municipal sewer system or stabilized outfall location Use catch basins to collect sediment
36	Catch Basin, Drain Inlet	Collects high velocity concentrated runoff May use filter cloth over inlet
55	Geotextile Silt Fence	Controls and Contains sediment from sheet flow conditions. Fabric must be "loose" into the soil 6" or more to prevent underflow. Must be constructed of adequate strength filter fabric and stakes.

* INSTALL STRAW MATT ON ALL DETENTION POND SLOPES FOR EROSION PROTECTION.



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 MT. PLEASANT, MICHIGAN 48858
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SOIL EROSION PLAN
 CRE CAPITAL GROUP, LLC
 PART OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4,
 SECTION 34, T14N-R04W,
 UNION TOWNSHIP, ISABELLA COUNTY, MICHIGAN

REVISIONS:	
SUBMITTALS:	
SUBMITTAL TO CLIENT FOR REVIEW 2-21-24	
SUBMITTAL TO UNION TWP. PLANNING 2-28-24	
SUBMITTAL TO UNION TWP. PLANNING 3-6-24	
JOB NUMBER:	2402-028
DRAWN BY:	BTM
DESIGNED BY:	TELB
CHECKED BY:	TELB
SCALE:	1" = 30'
SHEET NUMBER:	10 OF 11

MINOR SITE PLAN APPROVAL

TO:	Planning Commission	DATE:	April 8, 2023
FROM:	Peter Gallinat Zoning Administrator	ZONING:	B-4, General Business District
PROJECT:	PMINORSPR24-04 Minor Site Plan approval – CRE Capital Group, LLC self-storage Buildings located at 5252 S. Mission Road		
PARCEL(S):	PID 14-034-20-002-00		
OWNER(S):	5252 S. Mission Road, LLC		
LOCATION:	Approximately 7.27 acres located at 5252 S. Mission Road in the NE 1/4 of Section 34.		
EXISTING USE:	Self-Storage in development	ADJACENT ZONING:	B-4, R-4
FUTURE LAND USE DESIGNATION:	<i>Neighborhood Service</i> : Located primarily along corridors adjoining lower intensity land uses, the intent of this district is to limit future retail and focus on small-scale personal service and office uses. This district accommodates shallow lots, providing a good buffer and transition to residential uses and limiting heavy commercial and general retail uses so they can be focused on other areas of the township. Rear yards adjoining residential areas should be well-screened to limit impacts of higher intensity uses. These areas should be accessible and comfortable for the pedestrian and should create a sense of place along the roadway.		
ACTION:	To review and take action on proposed amendments to the entrance, security, and circulation design for the self-storage buildings development project located at 5252 S. Mission Road in the NE 1/4 of Section 34 and in the B-4 (General Business) District, as depicted on the PMINORSPR24-04 minor site plan dated March 6, 2024.		

Background Information

In May of 2022, the Planning Commission approved a final site plan PSPR22-05 for the construction of self-storage buildings located at 5252 S. Mission Road. At that time the owner of the property and applicant for the project was Dar Blanshan. In December of 2022, the undeveloped property was sold to CRE Capital Group (5252 S. Mission Road LLC). A building permit for construction was issued to the new owner in August of 2023. In October of 2023, the Zoning Administrator administratively approved a substitution of tree species for the approved landscape plan, per a request from the new owner.

In February of 2024, the owner contacted the Township about obtaining a temporary certificate of occupancy to open four (4) of the self-storage buildings. The Zoning Administrator conducted a site visit for site plan compliance and found that the deviations from the approved site design related to parking, fencing, landscaping, and the gate entrance, and determined that the scope of outstanding items did not warrant issuance of a temporary certificate of occupancy.

One of the issues found on site involved significant changes to the entrance design and gate. The owners acknowledged during a meeting with staff that they should have contacted the Township ahead of time before changes to the plan were made during construction. They also indicated that the originally approved entrance design would not be efficient for their self-storage business. Township staff noted public safety deficiencies in the new design that would need to be corrected, and that approval of an amended site plan would be necessary.

Some of the changes depicted on the PMINORSPR24-04 minor site plan dated March 6, 2024 are subject to administrative review and approval by the Zoning Administrator. These include the adjustments to parking and landscaping. However, the Zoning Administrator has determined that the revised entrance design and gate arrangement and corresponding changes to the make all of the storage units in the first row of buildings pass-through units would require Planning Commission approval.

Minor Site Plan Review Comments

The following comments are based on the standards for minor plan approval and the specific elements of the proposed site plan:

1. **Section 9.2.F (Schedule of Required Parking by Use).**

When site plan PSPR22-05 was approved, the minimum off-street parking requirement in the Zoning Ordinance necessitated showing parking provided at the entrance that closely resembled a turn-around, along with other parking spaces shown along the units as dedicated areas where cars would be parked.

This standard was subsequently revised as part of a group of amendments approved in 2023. Under the updated Zoning Ordinance standard, parking for Self-storage Buildings (Mini-Warehouse, Mini-Storage) is as follows: *“Required parking for any office or other uses accessory to the facility.”* Because there are no on-site office or other accessory uses, the PMINORSPR24-04 minor site plan does not show any proposed off-street parking.

2. **Section 6.38.B (Self-Storage Buildings Ingress/Egress).**

The PSPR22-05 site plan proposed the gate entrance be closer to the road at the front of the fenced enclosure area and in front of all of the buildings and internal vehicular circulation areas. The updated design on the PMINORSPR24-04 minor site plan dated March 6, 2024 pushes the gate further back into the site behind the closest units to the road. The new design also adds security fencing that restricts access to the drive aisles in front of the first set of buildings nearest to the road.

For public safety purposes, staff suggested the fence blocking the front drive aisles be pushed back to allow for fire trucks and larger vehicles to turn around at the entrance if needed. The updated entrance design provides over 94-feet of space for even the largest of vehicles to maneuver in and out of the site at the entrance. The owner also updated the plan in response to another recommendation by staff to prevent patrons from being blocked in during an emergency by changing the interior of the first row of self-storage

buildings to establish all interior units as larger pass-through units (with doors at both ends). This change will enable the users to easily access these units from the interior (west) side, which will minimize potential to be trapped within the now dead-end access drive area on the east side of these buildings in the event of an emergency. This change is depicted on the left side of sheet 5 of 11 of the minor site plan.

Objective

Planning Commission review and action on the proposed amendments to the entrance, security, and circulation design for the self-storage buildings development project located at 5252 S. Mission Road from the approved PSPR22-05 final site plan. Following action by the Planning Commission on this request, the Zoning Administrator will take an administrative action on the associated minor site plan application.

Key Findings

- The proposed amendments to the entrance, security, and circulation design for the self-storage buildings satisfy the requirements of Section 6.38.B (Self Storage Buildings Ingress and Egress).
- The minor site plan conforms to the current off-street parking requirements of Section 9.2.F (Schedule of Required Parking by Use), and meets the requirements of Section 14.2.P (Required Site Plan Information) and Section 14.2.S (Standards for Site Plan Approval).

Recommendations

Based on the above findings, I recommend that the Planning Commission take action by motion to approve the proposed amendments to the entrance, security, and circulation design for the self-storage buildings development project located at 5252 S. Mission Road in the NE 1/4 of Section 34 and in the B-4 (General Business) District, as depicted on the PMINORSPR24-04 minor site plan dated March 6, 2024.

Please contact me at (989) 772-4600 ext. 241, or via email at pgallinat@uniontownshipmi.com, with any questions about this information.

Respectfully submitted,

Peter Gallinat, Zoning Administrator

Draft Motions: PMINORSPR24-04 Self-Storage Facility, 5252 S. Mission Road
Minor Site Plan Review Application

MOTION TO APPROVE:

Motion by _____, supported by _____, to approve the proposed amendments to the entrance, security, and circulation design for the self-storage buildings development project located at 5252 S. Mission Road in the northeast quarter of Section 34 and in the B-4 (General Business) District, as depicted on the PMINORSPR24-04 minor site plan dated March 6, 2024.

MOTION TO APPROVE WITH CONDITIONS:

Motion by _____, supported by _____, to approve the proposed amendments to the entrance, security, and circulation design for the self-storage buildings development project located at 5252 S. Mission Road in the northeast quarter of Section 34 and in the B-4 (General Business) District, as depicted on the PMINORSPR24-04 minor site plan dated March 6, 2024, subject to the following condition(s):

MOTION TO POSTPONE ACTION:

Motion by _____, supported by _____, to postpone action on the proposed amendments to the entrance, security, and circulation design for the self-storage buildings development project located at 5252 S. Mission Road, as depicted on the PMINORSPR24-04 minor site plan dated March 6, 2024, until _____, 2024 for the following reasons:

MOTION TO REJECT:

Motion by _____, supported by _____, to reject the proposed amendments to the entrance, security, and circulation design for the self-storage buildings development project located at 5252 S. Mission Road in the northeast quarter of Section 34 and in the B-4 (General Business) District, as depicted on the PMINORSPR24-04 minor site plan dated March 6, 2024), for the following reasons:

TO:	Planning Commission	DATE:	April 9, 2024
FROM:	Rodney C. Nanney, AICP, Community and Economic Development Director		
PROJECT:	Proposed new Private Road Ordinance		
ACTION REQUESTED:	To review the proposed new Private Road Ordinance and to make any recommendations to the Board of Trustees for final action.		

Background Information

A private road is any road or street that is privately developed, owned, and maintained within a right-of-way or easement to provide vehicle access to more than one lot, dwelling, or business. With the exception of their intersection with a public road, private roads are not under the jurisdiction of a county or state road authority, but are recognized as roads by the Township and County for addressing, mapping, and other purposes. The Township’s current Private Road Ordinance No. 2000-09 was adopted by the Board of Trustees more than two decades ago on December 18, 2000. It was intended to regulate construction of new private roads, but has some significant limitations that have effected administration and enforcement.

The proposed ordinance was developed in consultation with the Township Attorney and Public Services Director. The proposed ordinance includes the following key elements:

1. **A clear private road permit approval process** for new roads or alterations to existing roads in the proposed ordinance has been set up to be similar to the final site plan review process in the Zoning Ordinance (Sections 9.0 – 13.0). The current ordinance does not identify what administrative official or body would be responsible for such approvals or how the private road project should be approved.
2. **Public safety-related minimum standards for road maintenance** for existing private roads and shared driveways, which are intended to ensure that emergency vehicles can safely access all lots and dwellings in the event of an emergency (see Section 4.0).
3. **Standards and an approval process for road names**, along with provisions for renaming or addressing of an existing private road if determined necessary to address a public safety deficiency (see Section 5.0). The current ordinance does not address how private road names are determined, provide for any approval process for naming or renaming a private road, or require any continuity between new road names and existing roads.
4. **Updated road design standards.** Larger private roads (serving nine or more lots) are required to conform to county Road Commission standards for local streets. Smaller private roads (serving up to eight lots) are subject to a somewhat reduced set of design standards that remain sufficient for public safety purposes under this more limited scope of use (see Section 14.0). These standards have been updated from equivalent provisions in the current ordinance to be consistent with current road engineering practices and materials.

5. **Confirmation of landowner(s) option to petition to establish a special assessment district** consistent with state law and the Township’s special assessment policies, with the understanding that the landowner(s) are responsible for arranging for and completing all necessary private road construction, maintenance, or improvements performed with funds from a special assessment (see Section 7.0).
6. **Fees, escrow deposits, and performance guarantee provisions** in the proposed ordinance are consistent with equivalent development-related requirements in the Zoning Ordinance (see Sections 17.0 and 18.0).
7. **Violations and penalties provisions** in the proposed ordinance are also consistent with equivalent provisions in other Township ordinances (see Section 19.0). As is the case with other ordinances, the goal of any Township ordinance enforcement process is to help the violator understand the ordinance and how to bring things back into compliance.

Revisions Included in the updated draft of the proposed ordinance.

The following updates have been incorporated into the updated draft of the proposed ordinance:

- **Re-application after denial** – Revision to Section 10.0 to eliminate the 365-day waiting period for reapplication after a denial to be consistent with how the Zoning Ordinance addresses a final site plan denial.
- **Inspection escrow provisions** – Clarification of the inspection escrow provision in Section 15.0 for consistency with the rest of the ordinance, and of the provision for the letter of completion to come from staff to be more consistent with final site plan inspection procedures under the Zoning Ordinance.
- **Defined terms** – Clarification of the “*private road*” and “*road or street*” definitions in Section 20.0, along with the addition of a definition for “*obscene material*,” and an edit to the defined term “*shared driveway*.”

On April 2, 2024, the Community and Economic Development Director met with J. David Kerr, a longtime Township resident and local attorney who had shared comments with the Board of Trustees in response to their First Reading of the proposed ordinance. The following additional updates have been incorporated into the updated draft of the proposed ordinance in direct response to Mr. Kerr’s comments:

- **Road names** – Revision to replace the subjective term “*inappropriate*” in Section 5.0, subsection “3.” with “*obscene material*,” which is a defined in state law. This change minimizes any potential for a future Planning Commission to reject a road name simply because of a personal dislike or animus.
- **Land subject to this Ordinance** – Clarifications to Section 3.0 (Scope) and throughout the ordinance to ensure consistency in references to the “*land that abuts and has access to the private road*” which is subject to the requirements of this Ordinance. Previous drafts used several different terms (such as “*served for ingress and egress purposes*” or “*land abutting to or accessing the private road*”), which Mr. Kerr correctly identified as potential sources of confusion or (unintended) over-regulation. The updated reference removes this concern.

The Director would again like to note here for the record his deep appreciation for the time Mr. Kerr spent preparing and sharing his analysis and recommendations related to regulation of private roads in the Township. His perspective as a Township resident and landowner, and as an experienced professional in estate planning and related matters for rural landowners in the Township and surrounding region, has been valuable for the refinement of this proposed Ordinance.

Responses to more questions raised during the review process.

During the review process, several more questions were raised about elements of the proposed ordinance. The following is a summary of responses to these additional questions:

1. ***An appeal process?*** In Section 10.0 (Private Road Permit Review Procedures), the proposed ordinance emphasizes that, upon determination that the application satisfies all applicable Township ordinance requirements, *“The Private Road Permit shall be approved by the Planning Commission.”* An appeal process is not warranted for the following reasons:
 - This is not a discretionary approval process and the technical/engineering standards of the ordinance are not subjective.
 - This is also not a zoning regulation, where actions would be subject per the state Zoning Act to possible appeal to the Zoning Board of Appeals.
 - As noted in the updated Section 10.0, an applicant can reapply after a denial at any time.
2. ***Use of escrow deposits and performance guarantees?*** The escrow deposit and performance guarantee provisions in the proposed ordinance mirror equivalent provisions in the Zoning Ordinance. Escrow deposits are required to ensure that the Township has funds available to pay for necessary “variable costs” (as defined in the ordinance) during the application review process. Performance guarantees can be required as needed to ensure completion of remaining improvements per an approved development plan, and are most often used by the Township to address seasonal limitations on construction.
3. ***Questions about costs for the applicant and landowner(s).*** A number of questions raised by commissioners during our March meeting were focused on applicant cost elements. Consistent with the Board of Trustees’ “Global Ends” policies, staff has sought through the development of the proposed ordinance to streamline the application review process as much as possible and to ensure that required private road plan information is sufficient for review but not excessive or duplicative.
4. ***Questions about private vs. public roads.*** During our March meeting there were a number of questions and concerns raised about applicability of this ordinance to certain local streets. In part the concerns raised during the meeting came from a description by Commissioner Buckley of an interaction with a County Road Commission official in which he quoted the official as stating that his own local subdivision street was “private” for purposes of road repairs and repaving. This reflects internal Road Commission policies related to long-term capital improvement budgeting, not the actual “public” or “private” status of local subdivision streets in the Township.

In accordance with the state Land Division Act and the Township’s Subdivision Ordinance,

virtually all local streets in a subdivision plat are “public roads” and are not subject to this proposed Private Road Ordinance. This is the case even if the Road Commission determines that they do not have sufficient funding to reconstruct a local subdivision street without a special assessment of the property owners on the street.

In most cases, internal streets within a condominium development are private roads that would be subject to the Township’s private road regulations. In this case, the Condominium Master Deed and Bylaws would establish the funding mechanism and also serve as the maintenance agreement for these private roads.

For additional guidance on this topic, please see the defined terms for “road or street” and “private road” in Section 20.0 of the proposed ordinance.

Objectives

To review the proposed new Private Road Ordinance, and to make any recommendations to the Board of Trustees for final action.

Please note that, as this is a general regulatory ordinance and not an amendment to the Zoning Ordinance, a Planning Commission public hearing is not required. Under the Charter Township Act (Public Act 359 of 1947, as amended, being MCL 42.1 – MCL 42.34), the Board of Trustees is required to hold two readings of the proposed ordinance with publication of a notice in The Morning Sun newspaper prior to the second reading.

The Board of Trustees held their first reading of the proposed ordinance on March 13, 2024. In accordance with the notice published in the newspaper on March 20, 2024, the Board held a second reading on March 27, 2024. If adopted by the Board, the new ordinance would take effect on the day immediately following publication of the required notice of adoption.

Key Findings

- Adoption of the proposed Ordinance is necessary to resolve limitations that have effected administration and enforcement of the current Ord. No. 2000-09, and to resolve a regulatory conflict between Ord. No. 2000-09 and the Zoning Ordinance No. 20-06, as amended as related to regulation of shared driveways.
- To protect public health, safety, and welfare, the proposed ordinance establishes minimum maintenance standards for existing private roads. The proposed ordinance also establishes standards for road names, and provisions for review and approval of Private Road Permits.

BOARD OF TRUSTEES GOALS ADDRESSED

Board of Trustees goals addressed by this Ordinance (From Policy 1.0: Global End):

- 1. Community well-being and common good**
- 3. Safety and Health**

- 4. **Natural environment**
- 5. **Economic Development**

Adoption of the proposed Ordinance would help facilitate the effective use of resources (1.0). Consistency in provisions for ordinance administration and enforcement will help to ensure fair and nondiscriminatory code enforcement (1.1.1.2). Proposed design and maintenance requirements for new and existing private roads will help to provide safe and accessible routes for pedestrians, bicyclist, and motorized vehicles (1.3.1), and will help protect the natural resources of the Township (1.4). The approval process and application requirements are consistent with commerce-friendly economic development policies and MEDC Redevelopment Ready Communities program best practices (1.5).

Recommendations

For this item, the Planning Commission serves as an informal recommending body to the Board of Trustees, which has final authority under the Charter Township Act to consider and to adopt general regulatory ordinances. The Planning Commission may recommend adoption of the proposed ordinance as presented or may recommend additional changes prior to adoption. The Commission may also recommend that the proposed ordinance be rejected or may postpone action until a future meeting.

Following review and deliberation, I recommend that the Planning Commission consider taking action by **motion to recommend to the Board of Trustees that the proposed Private Road Ordinance with a draft date of April 8, 2024 be adopted as presented** or be adopted with the following additional changes: _____

Please contact me at (989) 772-4600 ext. 232, or via email at rnanney@uniontownshipmi.com, with any questions about this information.

Respectfully submitted,

Rodney C. Nanney, AICP

Community and Economic Development Director

**CHARTER TOWNSHIP OF UNION
ISABELLA COUNTY, MICHIGAN**

PRIVATE ROAD ORDINANCE NO. _____

An ordinance adopted under the provisions of the Charter Township Act (Public Act 359 of 1947, as amended, being MCL 42.1 – MCL 42.34) to regulate the construction, maintenance, and use of private roads within the Township; to establish minimum maintenance standards for existing private roads and shared driveways; to provide for the administration and enforcement thereof, and for the establishment of fees, escrow deposits, and performance guarantees to defray the administrative and enforcement costs incident thereto, and to ensure that all required improvements are completed in accordance with approved plans; to ensure that residences and buildings within the Township may be accessible to police and fire protection, ambulance service, and other public services; and for other purposes.

CHARTER TOWNSHIP OF UNION, ISABELLA COUNTY, MICHIGAN HEREBY ORDAINS:

Section 1.0 Title.

This ordinance shall be known and cited as the Private Road Ordinance and herein as “this Ordinance.”

Section 2.0 Purpose and Intent.

Unobstructed, safe, and continuous access to lots is necessary to promote and protect the health, safety, and welfare of the public through police and fire protection, and ambulance service. Such access is necessary to ensure that such services can safely and quickly enter and exit private property at all times. Access to the interior of certain sections within the Township should meet minimum standards and specifications to permit the subsequent upgrading and dedication of such access rights of way to the Road Commission or other road agency with jurisdiction when public dedication is desirable or required.

Section 3.0 Scope.

Every lot in the Township that is improved with a building shall abut a road dedicated to the public or a private road which meets the requirements of this Ordinance and provides access for ingress and egress for all vehicular traffic. No person shall construct, alter, or extend a private road without compliance with this Ordinance. This Ordinance shall also apply to all existing private roads and shared driveways.

The procedures, standards, and specifications of this Ordinance are determined to be the minimum necessary to meet the purpose and intent of this Ordinance.

Prior to the creation of any new private road, extension of an existing road as a private road, or creation of any new lots or any increase in the number of lots or number of dwellings that would abut and have access to a private road or shared driveway as defined in this Ordinance, approval of a new Private Road Permit and completion of associated improvements shall be required pursuant to this Ordinance.

Section 4.0 Requirements for Existing Private Roads and Shared Driveways.

Existing shared driveways and existing private roads without a recorded maintenance agreement or that were developed prior to the establishment of this Ordinance shall be maintained by the owners of record for land that abuts and has access to the private road in accordance with the following minimum requirements:

1. Existing private roads without a recorded maintenance agreement or developed prior to the establishment of this Ordinance shall be maintained by the owners of record for land that abuts and has access to the private road in accordance with approved development plans and in a manner that ensures that the road remains passable by automobiles and emergency vehicles. Where no approved development plan exists, at a minimum such maintenance shall include proper and adequate drainage, a minimum 15.0-foot-high clear vertical zone over the roadway, and a minimum gravel roadway surface width of 20.0 feet. Existing conditions that exceed these minimum requirements shall not be reduced.
2. Existing shared driveways shall be maintained by the owners of record for land that abuts and has access to the shared driveway in a manner that ensures that the shared driveway remains passable by automobiles and emergency vehicles. At a minimum such maintenance shall include proper and adequate drainage, a minimum 15.0-foot-high clear vertical zone over the driveway, and a minimum gravel roadway surface width of 12.0 feet. Existing conditions that exceed these minimum requirements shall not be reduced.
3. Any existing private road or shared driveway found by the Fire Department or Township to be in violation of these minimum standards or in a condition that would impair emergency vehicle access shall be in violation of this Ordinance. All owners of record for land that abuts and has access to a private road or shared driveway shall be jointly and severally responsible for maintenance and for any violations of this Ordinance.

Section 5.0 Road Names.

The following minimum requirements shall apply to the naming of any new private road or the re-naming or re-addressing of an existing private road:

1. Roads shall have names and not simply numbers or letters.
2. No road should change direction by more than 90 degrees without a name change.
3. A road name shall be prohibited if it is determined by the Planning Commission or County Road Commission to contain display of obscene material as defined in this Ordinance or to be duplicative, confusing, a public safety concern, or easily mistaken with an existing road or street in Isabella County.
4. The landowner and applicant shall be jointly and severally responsible for comparing a proposed road name against the master listing of road names maintained by the County Road Commission.
5. The applicant shall be responsible for securing written documentation that the County Road Commission has no objection to the proposed road name.
6. Changing the name or addressing of an existing private road is discouraged due to the potential to adversely impact landowners, visitors, emergency response personnel, and other agencies with jurisdiction. Private road names or addressing changes shall conform to the following:
 - a. The Township may initiate a private road name or addressing change upon determination that the existing name or addressing scheme is deficient from a public safety perspective, or if the Township receives notice from the Mt. Pleasant Fire Department or the Isabella County Sheriff's Office or Emergency Management Department of a public safety deficiency related to the existing road name or addressing. A Township-initiated road name or addressing change shall be subject to Planning Commission review and action, following a public hearing. Notice of the public hearing shall conform to the following requirements:

- (1) Notice shall be posted at the Township Hall, published in a newspaper of general circulation, and sent to all owners of record for and all occupants of land that abuts and has access to the existing or proposed private road not less than thirty (30) days before the date the application will be considered for approval. If the name of the occupant is not known, the term “occupant” may be used in making notification. Notice shall be deemed to be sent by its deposit in the United States mail.
 - (2) The Township shall prepare and retain a list of the owners of record and the occupants to whom notice was mailed or delivered.
 - (3) The notice shall describe the nature of the request; indicate the lots affected by the request, include a listing of existing street addresses; and state when and where the public hearing will occur and where written comments may be submitted concerning the request.
- b. An application for a private road name change by a private party shall follow the same procedures and application information requirements as for a new private road, except that it shall also be required to be accompanied by signed and notarized letters of support from all owners of record for land that abuts and has access to the private road. Failure to provide all required documentation shall be grounds for rejection of any name change.

Section 6.0 Maintenance Agreement.

For any new private road subject to the requirements of this Section, or the new extension portion of an existing road, there shall be a recorded private maintenance agreement or restrictive covenant agreement that runs with the land and ensures that the road will be regularly maintained in accordance with the requirements of this Ordinance, an approved Private Road Permit and associated development plans, and any conditions of approval.

1. All owners of record for land that abuts and has access to the new private road or new extension portion of an existing road shall be signatory parties to the agreement, which shall be a continuing obligation on the land and any future landowners.
2. At a minimum, the agreement shall specify who will be responsible for road maintenance and improvements, reference the applicable standards, approved plans, and any conditions of private road approval, and describe how the funds for such work will be collected and administered.
3. All owners of record for land that abuts and has access to a new private road or an extension portion of an existing road shall agree to indemnify and hold harmless the Township and its representatives from any and all claims for personal injury and property damage arising out of the use of the private road.
4. A disclosure statement shall be placed in the agreement informing the purchaser that the road abutting or servicing the parcel is private and is not required to be maintained by any government agency.

Section 7.0 Special Assessment District.

The owner(s) of record for land that abuts and has access to a private road subject to the requirements of this Ordinance may file petition(s) with the Township in accordance with established procedures and requirements to request establishment of a special assessment district for maintenance of the private

road in accordance with applicable state statutes. This may be done concurrently with an application for Private Road Permit approval under this Ordinance and shall be further subject to the following:

1. The owner(s) of record for land that abuts and has access to shall be responsible for arranging for and completing all necessary construction, maintenance, improvement, or alteration of the road that may be performed with funds collected through a special assessment district.
2. The Township and any state or county road authority with jurisdiction are not responsible for damages resulting from the construction, maintenance, improvement, or alteration of private roads that may be performed with special assessment district funds.
3. The Township is not responsible for construction, maintenance, improvement, or alteration of private roads that may be performed with special assessment district funds.

Section 8.0 Optional Pre-Application Meeting(s).

An applicant may request a pre-application meeting with Township staff or the Planning Commission for the purpose of discussing conceptual plans, submittal requirements, review procedures, and approval standards. Any required fee for this meeting shall be paid to the Township at the time of the meeting. Conceptual plan comments shall be advisory only.

Section 9.0 Required Application Information.

At a minimum, the application for a Private Road Permit shall include the following:

1. Name, address, telephone number, and email address for the applicant and owners of record, along with proof of ownership.
2. The applicant's interest in the property, and if the applicant is not the owner of record, a signed authorization of the owner(s) for the application.
3. Survey drawings and development plans prepared and sealed by a land surveyor or civil engineer registered in the State of Michigan and drawn to a standard engineer's scale of 1:10, 1:20, 1:30, 1:40, 1:50, or 1:100 as appropriate for the scope of the project and legibility at the submitted sheet size, which shall include the following details:
 - a. Legal description(s), address(es), and tax parcel number(s), legal descriptions of the private road right-of-way and of each lot that abuts and has access to the road, and the names and addresses of all persons or parties owning an interest in the title to the lots and right-of-way area.
 - b. A detailed description of the scope and extent of the project.
 - c. Outline of existing and proposed road rights-of-way, and dimensions and bearings thereof.
 - d. Existing and proposed topographic contours at two (2) foot intervals.
 - e. Locations, layout, dimensions, and gross and net land area for existing and proposed lots.
 - f. Soil characteristics and wet areas; trees; streams and all bodies of water.
 - g. Location of existing drainage patterns, drain tiles, pipelines, culverts, and utilities, with notes regarding their preservation or alteration.
 - h. Details of existing natural features on the site, including water courses, regulated wetlands, floodplains, woodlands, and any additional features uniquely affecting the site;

- with indications of features to be preserved, removed, or altered; and with mitigation measures as required per state law or Township ordinances.
- i. Location and outline of existing buildings and driveways.
 - j. A standard cross-section detail of the proposed private road.
 - k. Plan and profile drawings and of the proposed improvements clearly showing materials, grades, dimensions, and cut and fill areas.
 - l. For alteration or extension of an existing private road, also include the location, extent, and dimensions of the existing road right-of-way and driving surface, drainage improvements, and a cross-section detail of the existing road.
4. A complete statement of all existing and proposed private road terms and conditions, including but not limited to copies of all agreements or intended agreements regarding responsibilities and funding for future maintenance and improvements of the right of way and roadway.
 5. The proposed road name, along with documentation from the County Road Commission that it has no objection to the proposed name.
 6. Special assessment district information, if proposed.
 7. For lots and dwellings located outside of the service area for publicly-owned and operated water supply and sanitary sewerage systems, documentation shall be provided from the Central Michigan District Health Department that all lots and dwellings can be adequately served by individual private well and septic systems.
 8. Other information as requested by the Planning Commission to verify compliance with the requirements of this Ordinance and other applicable Township ordinances or state statutes.

Section 10.0 Private Road Permit Review Procedures.

Applications for Private Road Permit approval shall be subject to Planning Commission review and approval in accordance with the following procedures:

1. **Applicant eligibility.** The application shall be submitted by the owner of an interest in the land for which the Private Road Permit approval is sought, or by the owner's designated agent. If the applicant is not the owner of the property, the applicant shall submit a notarized statement signed by the owner(s) consenting to the application.
2. **Application filing and eligibility.** Application shall be made by filing with the Township at least eight (8) paper copies and two (2) digital copies (in a format compatible with Township systems) of a complete and accurate application, along with the required review fee and escrow deposit. Applications submitted without the required fee or escrow deposit, or found by the Township Engineer, Township Planner, or Planning Commission to be incomplete or inaccurate shall be returned to the applicant without further consideration.
3. **Coordination of development review.** Where an application under this Ordinance is associated with an application for subdivision plat approval, condominium subdivision plan approval or site plan approval under another Township ordinance, the reviews may take place concurrently provided that all applicable Township ordinance procedures and requirements are fully satisfied.
4. **Technical review.** Prior to Planning Commission consideration, the application materials shall be distributed to the Township Engineer, Township Planner, and Zoning Administrator for review and

comment. The Planning Commission may also request comments from the Township Attorney, other Township consultants, or outside agencies with jurisdiction.

5. **Planning Commission consideration and action.** Subsequent to the technical review, the Planning Commission shall review the application and plans, together with any reports and recommendations. The Planning Commission is authorized to approve, approve subject to conditions, postpone action on, or deny the Private Road Permit as follows:
 - a. **Approval.** The Private Road Permit shall be approved by the Planning Commission upon determination that the application is administratively complete, that all necessary information has been provided, and that the application satisfies all applicable Township ordinance requirements necessary for Permit approval.
 - b. **Approval subject to conditions.** The Planning Commission may approve a Private Road Permit subject to reasonable conditions as it deems necessary to ensure the standards of this Ordinance and other applicable Township ordinances are satisfied.
 - c. **Postponement.** Upon determination by the Planning Commission that a Private Road Permit application is not sufficiently complete for approval or denial, failure of the applicant to attend the meeting, or upon request by the applicant, the Planning Commission may postpone consideration until a later meeting.
 - d. **Denial.** Upon determination that a Private Road Permit application is not in compliance with the requirements or standards of this Ordinance or would require extensive modifications to comply with these standards, the Private Road Permit shall be denied. If a Private Road Permit is denied, a written record shall be provided to the applicant listing the findings of fact and conclusions or reasons for such denial. Failure of the applicant to attend two (2) or more meetings shall be grounds for the Planning Commission to deny the Private Road Permit.
6. **Recording of Planning Commission action.** Planning Commission action on the Private Road Permit shall be recorded in the Planning Commission meeting minutes, including the name, description, and location of the project; the findings of fact and conclusions or grounds for the Planning Commission's action; and any conditions of approval.
7. **Reapplication.** If an application is denied, the applicant may submit a new Private Road Permit application for the same premises at any time, provided that documentation of new information or material changes in the application, road plans, site conditions or other factors relevant to the reasons for the previous denial are submitted with the new application for consideration.
8. **False statements.** Statements in an application or supporting documentation that are based on deceit or falsity shall render any such application void. Any permits issued on the basis of such false statements shall be revoked.

Section 11.0 Expiration and Extension.

An approved Private Road Permit under this Ordinance shall expire and be of no effect unless:

1. Within 545 calendar days following the date of approval, construction has begun in accordance with the approved Permit; and
2. Within 910 calendar days following the date of approval, all required improvements have been completed in full conformance with the approved Permit and any conditions of approval.

3. The Planning Commission may, at its discretion and upon written request and showing of good cause by the applicant, grant an extension of Permit approval for up to an additional 365 calendar days, provided that site conditions have not changed in a way that would affect the character, design or use of the site, and that the approved Permit plans remain in conformance with applicable provisions of this Ordinance.

Section 12.0 Outside Agency Permits and Approvals.

The applicant for Private Road Permit approval shall be responsible for obtaining all necessary permits or approvals from applicable outside agencies, including but not limited to the Fire Department, state or county road authority with jurisdiction, Isabella County Transportation Commission, Isabella County Soil Erosion and Sedimentation Control, Township Engineer for Stormwater Management Permit approval, and Township Public Services Department for water and sewer utility approval where applicable. The applicant or landowner shall be responsible for submitting copies of all required outside agency permits and approvals to the Township Planner prior to the start of construction.

The Township Planner shall have authority to accept Permit incidental Private Road Permit plan changes to conform to outside agency requirements or determined necessary during construction due to unanticipated site constraints. Changes determined by the Township Planner to be more than incidental shall be subject to Planning Commission review and approval of an amended Private Road Permit following the same procedure and requirements as applied to the original application.

Section 13.0 Recording of Rights-of-Way and Maintenance Agreements.

The applicant for Private Road approval and owner(s) of record for land that abuts and has access to the private road shall be jointly and severally responsible for recording all private road rights-of-way and maintenance agreements with the County Register of Deeds, and for furnishing paper and digital copies (in a format compatible with Township systems) of the recorded documents to the Township Planner prior to the issuance of the certificate of completion per Section 15.0 (Inspections).

Section 14.0 Private Road Standards and Specifications.

The following standards and specifications shall apply to private roads in the Township:

1. **Minimum specifications by type of private road.**

Specifications	Minimum Specifications for Private Roads	
	Serving up to Eight (8) Lots	Serving Nine (9) or More Lots
Minimum road right-of-way width	66.0 feet	
Minimum sub-base	6.0 inches in depth of compacted sand spread to a sufficient width to extend to the front slope of the roadside ditch	
Minimum base for gravel surface	Crushed limestone or processed road gravel (MDOT 22A or 21AA or equal as accepted by the Township Engineer):	
	6.0 inches in depth in two (2) equal courses, each compacted to 24.0 feet wide	
Minimum base for paved surface	Same materials as for a gravel surface: 8.0 inches in depth in two (2) equal courses, each compacted to 24.0 feet wide	
Roadway pavement	Not required. If proposed, then 3.0 inches in depth in two (2) equal lifts of bituminous aggregate MDOT 1100 or E mixes-20AA at least 20.0 feet wide	
Minimum turnaround area and the terminus of the private road	75.0-foot radius right-of-way with a 55.0-foot outside radius roadway surface	
Roadside ditches:	Ditches shall be of width, depth, and grades to provide for adequate and positive drainage, subject to the following standards:	
Minimum grade	0.5%	
0.5% to 4.0% grade	sod or otherwise stabilize	
4.1% and steeper grade	rip-rap	
Front and back slopes	1 on 4 or flatter	
Roadway Grade	Minimum	0.5%
	Maximum	6.0%
Minimum Roadway curves	Horizontal	230.0-foot centerline radius
	Vertical	100.0 foot long for changes in gradient of 2% or more

The private road shall fully conform to the Isabella County Road Commission's residential road standards

2. **Additional specifications for all private roads.** The following additional specifications shall apply to all private roads:
 - a. The roadway surface and turnaround area shall be centered in the right-of-way.
 - b. Underground crossroad drainage shall be provided where the right-of-way crosses a stream or other drainage course, subject to Township Engineer acceptance.
 - c. The right-of-way and roadway shall be adequately drained so as to prevent flooding or erosion of the roadway. Where required, ditches shall be located within the right-of-way. Roadway drainage shall be constructed so that the runoff water shall be conveyed to existing watercourses or water bodies. The discharged water shall not be cast upon the land of another property owner unless the water is following an established watercourse. Connection to county drains shall be approved by the Isabella County Drain Commissioner's Office. Connection to public road ditches shall be approved by the state or county road authority with jurisdiction.
 - d. The private road's name assignment and installation and maintenance of road signs shall conform to the Michigan Manual of Uniform Traffic Control Devices and the standards and assignment procedures of the state or county road authority with jurisdiction.
 - e. The right-of-way shall provide for ingress, egress, drainage, and installation and maintenance of public and private utilities.
3. **Additional specifications for private roads serving nine (9) or more lots.** To establish an integrated road network in the Township, the following additional specifications shall apply to all new private roads and extensions of existing private roads serving nine (9) or more lots:
 - a. They shall be connected to adjacent public and private roads, and stub road ends and road rights-of-way shall be provided to the lot boundaries of adjacent land at suitable locations for future road connections, subject to Planning Commission approval. Road ends shall be marked and barricaded per County Road Commission standards for local public streets, with details shown on the Private Road Permit plan.
 - b. They shall provide for at least two (2) means of vehicular ingress and egress to each lot served by the private road. This requirement can be satisfied through a boulevard-style divided roadway connection to the public road, subject to approval from the state or county road authority with jurisdiction and acceptance of the design and proposed boulevard length by the Fire Department and Planning Commission.

Section 15.0 Inspections.

All required improvements shall be subject to inspection by the Township Engineer during construction, and subject to a final inspection upon completion of construction. The Township Engineer shall report the results of each inspection to the Township Planner in writing. The applicant's engineer shall certify to the Township Engineer before the final inspection that the required improvements were made in accordance with this Ordinance and all approved plans and conditions of Permit approval.

1. Upon notification from the Township Engineer of a successful final inspection, and receipt of all required documentation per Section 13.0 (Recording of Rights-of-Way and Maintenance Agreements), the Township Planner shall promptly provide a letter of completion to the applicant.
2. Inspection costs, including compensation for the Township Engineer, shall be paid from the applicant's escrow deposit per Section 17.0 (Fees and Escrow Deposits).

Section 16.0 Building Permits.

Except as follows, a building permit shall not be issued for any building on a lot subject to the provisions of this Ordinance unless a letter of completion for the private road shall have been received by the Township Planner, as provided for in Section 15.0 (Inspections) of this Ordinance. A building permit may be issued prior to the issuance of a certificate of completion upon recommendation by the Township Engineer and upon deposit with the Township of a performance guarantee in an amount sufficient to guarantee completion of the remaining required improvements pursuant to a Private Road Permit and associated development plan approved in accordance with the requirements of this Ordinance.

Section 17.0 Fees and Escrow Deposits.

The Township Board shall have the authority to set all fees for permits, applications, and requests for action pursuant to the regulations set forth in this Ordinance. The Township may also require an applicant to deposit funds in escrow with the Township to defray anticipated variable costs and expenses incurred by the Township for application reviews and inspections. No action shall be taken on any application or appeal until all applicable fees and escrow deposits have been accepted by the Township. Escrow deposit funds shall be managed by the Township consistent with the following:

1. The funds will not be deposited in an interest-bearing account.
2. The escrow deposit shall be held in the applicant's name and shall be used solely to defray applicable variable costs and expenses.
3. Upon request by the applicant, the Township shall provide copies of any written reports and statements of variable costs and expenses.
4. The Township shall provide a written request to the applicant for an additional escrow deposit if at any time the sum on deposit appears insufficient to cover anticipated costs and expenses.
5. The applicant shall promptly deposit additional funds in accordance with the written request from the Township. If additional funds are not promptly deposited, the Township may issue a stop work order, postpone action on the application, or cease to process the project.
6. Sums remaining after final action on the application and inspections, and after all of the Township's variable costs and expenses have been deducted, shall be returned to the applicant.

Section 18.0 Performance Guarantees.

To ensure compliance with the provisions of this Ordinance and any conditions imposed thereunder, the Planning Commission or Township Planner may require that a performance guarantee be deposited with the Township to insure faithful completion of required improvements consistent with an approved Private Road Permit plan. The performance guarantee shall meet the following requirements:

1. The performance guarantee shall be in the form of an insurance bond, an irrevocable bank letter of credit, or cash escrow. The performance guarantee shall not have an expiration date and shall include a provision that calls for notification of the Township at least ninety (90) calendar days prior to any cancellation. If the applicant posts a letter of credit, the credit shall require only that the Township present the credit with a sight draft and an affidavit signed by the Township Manager attesting to the Township's right to draw funds under the credit. If the applicant posts a cash escrow, the escrow instructions shall provide that the escrow agent shall have a legal duty to deliver the funds to the Township whenever the Township Manager presents an affidavit to

the agent attesting to the Township's right to receive funds, whether or not the applicant protests that right.

2. The performance guarantee shall be submitted at the time of issuance of the Private Road Permit or prior to the start of construction, except in cases where the guarantee is intended to insure completion of limited number of remaining details by a specific deadline date that the Township Planner has determined to not impede allowing the road to open for use prior to full completion of construction. If appropriate based on the type of performance guarantee submitted, the Township shall deposit the funds in an account in a financial institution with which the Township regularly conducts business.
3. The amount of the performance guarantee shall be sufficient to cover the estimated cost of the improvements for which the performance guarantee is required. The applicant may provide an itemized schedule of estimated costs to complete all such improvements. The exact amount of the performance guarantee shall be determined by the Township Planner.
4. The performance guarantee shall not be returned to the applicant unless a letter of completion for the private road shall have been received by the Township Planner, as provided for in Section 15.0 (Inspections.) of this Ordinance.

Whenever required improvements are not installed or maintained within the time stipulated or in accordance with the standards set forth in this Ordinance, the Township may complete the necessary improvements itself or by contract to an independent developer, and assess all costs of completing said improvements against the performance guarantee. Prior to completing said improvements, the Township shall notify the owner and applicant responsible for completion of the required improvements.

Section 19.0 Violations and Penalties.

The standards and requirements of this Ordinance reflect obligations to the community at large. It shall be the duty of the property owner and all persons having responsibility for the construction, alteration, or extension of a private road to verify that such work is not in violation of this Ordinance. Persons having responsibility for work in violation of this Ordinance shall be deemed responsible for such violations to the same extent as the property owner.

1. **Violations.** Any person, firm, corporation, or agent, or any employee, contractor, or subcontractor of same, who fails to comply with any of the provisions of this Ordinance or any approved Private Road Permit plan or conditions of approval, or who impedes or interferes with the enforcement of this Ordinance by a Township ordinance enforcement official, shall be deemed to be in violation of this Ordinance subject to issuance of a municipal civil infraction and other measures allowed by law. The imposition of any fine or other penalty shall not exempt the violator from compliance with this Ordinance.
2. **Correction periods and stop work orders.** All violations shall be corrected within thirty (30) days following the receipt of an order to correct from a Township ordinance enforcement official. The ordinance enforcement official may do one or more of the following:
 - a. Grant an extension of up to 180 days upon determining that the additional time is necessary for correction.
 - b. Require the immediate correction of a violation upon determining that the violation presents an imminent peril to life or property.
 - c. Issue a stop work order to halt all construction activities or usage pending the resolution of the alleged violation.

3. **Penalties and remedies.** The violator shall be subject to any or all of the following penalties and remedies:
 - a. **Civil infraction notice.** Civil infraction notices shall be administered and fines imposed per the Township’s Municipal Ordinance Violations Bureau Ordinance. The violator shall be responsible for a municipal civil infraction for which the Township shall impose a fine per the established Township fee schedule for each violation.
 - b. **Civil infraction citation.** Civil infraction citations shall be administered and fines imposed per the Township’s Municipal Ordinance Violations Bureau Ordinance. The violator shall be responsible for a municipal civil infraction for which the court may impose a civil fine of not less than \$100.00 nor no more than \$10,000.00 per day of violation plus all costs, direct or indirect, which the Township has incurred in connection with the violation, including the Township’s attorney fees.
 - c. **Injunctive relief.** The Township may commence civil suit seeking injunction, specific performance, mandamus, abatement or other appropriate proceedings to prevent, enjoin, abate or remove any violations of this Ordinance. In the event the Township commences civil suit pursuant to this Section and it is determined that a violation has occurred, in addition to any other remedies to which the Township shall be entitled, it shall also be entitled to recover from the violator its actual attorney fees and costs incurred in enforcing provisions of this Ordinance. A petition for injunctive relief shall in no way relieve the violator of any and all criminal or civil liability associated with the violation. A petition for injunctive relief shall not be a bar against, or a prerequisite for, any other actions by the Township against the violator.
4. **Public nuisance per se.** Any construction, expansion, alteration, or maintenance of or site preparation for a private road in violation of this Ordinance is hereby declared to be a nuisance per se, and may be abated by order of any court of competent jurisdiction.
5. **Rights and remedies preserved.** Any failure or omission to enforce the provisions of this Ordinance, and failure or omission to prosecute any violations of this Ordinance, shall not constitute a waiver of any rights and remedies provided by this Ordinance or by law, and shall not constitute a waiver nor prevent any further prosecution of violations of this Ordinance.

Section 20.0 Definitions.

Whenever used in this Ordinance, the following words and phrases shall have the meaning ascribed to them in this Section:

Building. Any structure, either temporary or permanent, having a roof or other covering and used or built for the shelter or enclosure of persons, animals, or property or materials of any kind. A building shall not include such structures as signs, fences, or smokestacks, but shall include structures such as storage tanks, grain elevators, coal bunkers, or similar structures.

Building Permit. A document issued by the authorized agent for the Township in accordance with the State Construction Code adopted and enforced by the Township, which authorizes the holder to construct, enlarge, or alter a building on a particular lot.

Driveway. A private lane, designed primarily for use by vehicles, which connects a dwelling, lot, parcel, or building as defined in this Section with a road.

Enforcement Official. The person or persons designated by the Township as being responsible for enforcing and administering requirements of this Ordinance.

Fixed Costs and Expenses. Monetary charges incurred by the Township that are generally shared by all functions performed under the authority of this Ordinance, including costs for telephone, copy services, supplies, equipment, utilities, per diem-hourly-salary expenses, and facility construction, maintenance and repair.

Fire Department. The Mt. Pleasant Fire Department.

Lot. A tract of land that (1) is of sufficient land area to satisfy the requirements of this Ordinance for maximum lot coverage and minimum lot area; (2) is of sufficient land area to provide the minimum buildable area, yard setbacks, and any other open space as required by this Ordinance for a principal building or a group of such buildings and accessory buildings, or utilized for the principal use and uses accessory thereto, as allowed in the zoning district; and (3) has direct frontage on and access to a public or private road right-of-way. A condominium unit established under the Condominium Act, parcel created under the Land Division Act, and any other lot of record shall be a “lot” for purposes of this Ordinance only if the physical characteristics of the unit, parcel or lot of record include all three elements of this definition.

Obscene Material. Any “material” that is found to be “obscene” as these two terms are defined in Michigan Public Act 343 of 1984, as amended (MCL752.362).

Pavement or Hard Surface. Plant-mixed bituminous material, concrete, or similar durable materials approved by the Township.

Performance Guarantee. A financial guarantee to ensure that all improvements, facilities, or work required by this Ordinance will be completed in compliance with the Ordinance, regulations, and approved plans and specifications.

Planning Commission. The Planning Commission for the Charter Township of Union, Isabella County, Michigan, as established under the Michigan Planning Enabling Act and the Michigan Zoning Enabling Act.

Private Road. Any road or street that is privately maintained and has not been accepted for maintenance by the Isabella County Road Commission, the State of Michigan or the federal government, but is subject to approval by the Township. This term also includes any road or street designated or described as a private road, private street, or similar designation in a legal description, easement, or right-of-way, or on a certified survey, subdivision plat, condominium master deed, or final site plan or other private road development plan as approved by the Township under the ordinances in effect at the time of approval.

Private Road Permit. A right of way authorization issued pursuant to this Ordinance for construction, alteration, or extension of a private road.

Road or Street. Any public or private thoroughfare or right-of-way, other than a public or private alley, dedicated to or designed for travel and access to any land, lot or parcel whether designated as a thoroughfare, road, avenue, highway, boulevard, drive, lane, place, court, or any similar designation. This term does not include a farm track or similar vehicle accessway to an agricultural operation, a driveway as defined in this Section, a cross-access connecting adjacent commercial premises, or a vehicle accessway for utility, railroad, institutional or similar purposes.

Road Commission. The Isabella County Road Commission.

Shared Driveway. A private way, lawfully established, which affords principal means of access to more than one (1) dwelling, lot or parcel, but that was not approved as a private road under Township ordinances.

Township. Charter Township of Union, Isabella County, Michigan.

Township Board. The Supervisor, Clerk, Treasurer, and Trustees of the Charter Township of Union, Isabella County, Michigan.

Township Engineer. The person(s) or firm designated by the Township to advise on drainage, grading, paving, stormwater management and control utilities, and other related site engineering and civil engineering issues. The Township Engineer may be a consultant or Township employee.

Township Planner. The Director of the Township’s Community and Economic Development Department or the Director’s designee with responsibility to advise the Township administration, Township Board, Planning Commission, and Zoning Board of Appeals on planning, zoning, land use, housing and other related planning and development issues.

Variable Costs and Expenses. Monetary charges incurred by the Township that do not meet the definition of fixed costs and expenses, including items which vary depending upon the scope of the project, such as advisory services from the Township Engineer, Township Attorney, or other Township consultants, attorney fees, inspection costs, recording fees, and testing or laboratory costs.

Zoning Administrator. The Director of the Township’s Community and Economic Development Department and any person, persons or firm as delegated by the Director to have responsibility for administration and/or enforcement of the provisions of this Ordinance.

Section 21.0 Severability.

All sections, terms, provisions or clauses of this Ordinance shall be deemed independent and severable. Should a court of competent jurisdiction hold any section, term, provision or clause void or invalid, all remaining sections, terms, provisions and clauses not held void or invalid shall continue in full force and effect.

Section 22.0 Repeal.

All Ordinances or parts of Ordinances in conflict with this Ordinance, including Private Road Ordinance No. 2000-09, are hereby repealed, except that this Ordinance shall not be construed to repeal any provision of the Township’s Zoning Ordinance.

Section 23.0 Publication.

The Clerk for the Township shall cause this Ordinance to be published in the manner required by law.

Section 24.0 Effective Date.

This Ordinance was adopted by the Township Board on _____, 2024, after a first reading by the Township Board of Trustees on March 13, 2024, publication after such first reading as required by Public Act 359 of 1947, as amended, and a second reading held on March 17, 2024. This Ordinance shall become effective immediately upon publication of a summary of the ordinance and notice of adoption in a newspaper of general circulation in the Township.

TO: Planning Commission	DATE: November 8, 2021
FROM: Rodney C. Nanney, AICP, Community and Economic Development Director	
SUBJECT: Proposal to update the Township’s Private Road Ordinance No. 2000-09.	

Background Information

Summary of the Current Private Road Ordinance

The Township’s current Private Road Ordinance has been in effect without amendment for more than twenty years. This ordinance establishes basic standards for new private roads, including naming of the road, speed limit, spacing, traffic control signage, maintenance agreement, and compliance with Isabella County Road Commission standards for the type of proposed road based on the number of lots to be served by the road.

Deficiencies in the Current Ordinance

The following is a summary of issues and deficiencies noted by staff during a review of the current Ord. No. 2000-09:

1. The current ordinance does not clearly establish enforceable safety, width, and condition standards that would apply to all existing private roads.
2. The current ordinance does not address all of the potential forms of development that may include private roads. Private roads can be established through a subdivision plat or a condominium development, through a site plan approval process , or through a metes and bounds land division.
3. The current ordinance includes no minimum standards for private road plans.
4. Other than a somewhat oblique reference to the “Department of Public Works,” the current ordinance does not spell out an approval process or who is actually responsible for review and action on an application for private road approval.
5. There are also no provisions in the current ordinance for amending or altering a previously approved private road.
6. The current ordinance also conflicts with provisions of Zoning Ordinance No. 20-06 that do not allow for use of a shared driveway for access to two separate residences.

Proposal to Update the Private Road Ordinance

The following is a summary of staff-recommended updates and questions for Planning Commission consideration and input into any update to the Private Road Ordinance:

1. **Establish a clear approval process.**

- Subdivision plats. Add confirmation that private roads in a proposed subdivision plat shall conform to the standards of this ordinance but shall be subject to review and approval under the provisions of the Township's subdivision ordinance.
- Condominium developments. Add confirmation that private roads in a proposed condominium development shall conform to the standards of this ordinance but shall be subject to site plan approval under the Township's Zoning Ordinance.
- Metes and bounds land division. Establish a private road development plan approval process in the updated ordinance for roads that would serve lots to be created via metes and bounds land division. The process would include:
 - Preliminary private road development plan review and approval - *by the Planning Commission? or by Township staff?*
 - Outside agency approvals secured by the applicant from the Mt. Pleasant Fire Department, the Township Public Services Department, and the county Road Commission, Transportation Commission, and Drain office.
 - Final private road development plan review and approval - *by the Planning Commission? or by Township staff?*

2. **Minimum standards for existing private roads.** Add the following specific requirements that would apply to all existing private roads in the Township regardless of age or original method of approval:

- Minimum standards for improved roadway width, surface and turnaround area.
- Functional roadside drainage.
- Failure to maintain an existing road so that the Mt. Pleasant Fire Chief or designee can safely access properties and maneuver their vehicles would be an ordinance violation, with all responsible parties subject to potential penalties.
- No new lots could be created and no new principal buildings or dwellings could be constructed on an existing road that is in violation of these minimum standards.
- Addressing inconsistencies shall be subject to re-addressing by the county to ensure that all properties can be quickly accessed in an emergency.

3. **Paving?**

- Add a requirement that all new private roads be paved with asphalt or concrete in accordance with county Road Commission standards for paved local streets?*

4. **Special assessment district for maintenance?**

- Add a requirement that a special assessment district shall be established for maintenance and future repaving of all new private roads?*

Please contact me at (989) 772-4600 ext. 232 or via email at rnanney@uniontownshipmi.com with any questions or concerns.

Respectfully submitted,

Rodney C. Nanney, AICP

Community and Economic Development Director

210.000 PRIVATE ROADS
Ord. No. 2000-09
Adopted: December 18, 2000

An ordinance to regulate the construction of private roads within the Charter Township of Union.

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

210.001 Title, intent and purpose.

Sec. I. This ordinance shall be known and cited as the "Union Township Private Road Ordinance". The intent of this ordinance is to provide and manage access to land development, while preserving the regional flow of traffic in terms of safety, capacity, and speed. If access systems are not properly designed, these thoroughfares will be unable to accommodate the access needs of development and retain their primary transportation function. This ordinance balances the right of reasonable access to private property, with the right of the citizens of the Charter Township of Union and the State of Michigan to safe and efficient travel. Regulations have been applied to private roads for the purpose of reducing traffic accidents, personal injury, and property damage attributable to poorly designed access systems, and to thereby improve the safety and operation of the roadway network. This will protect the substantial public investment in the existing transportation system and reduce the need for expensive remedial measures. These regulations also further the orderly layout and use of land, protect community character, establish emergency vehicle access and conserve natural resources by promoting well-designed road and access systems and discouraging the unplanned subdivision of land.

210.002 Private roads.

Sec. II.

1. Private driveways designed to serve one or two lots which may not be served by a driveway from a public road are exempt from these regulations. Such lots typically do not have frontage on a public road and are served by easements or by "flag" lots.
2. Private roads may be permitted in accordance with the requirements of this Section and the following general standards shall apply:
 - a) All private roads in the township shall be constructed to Isabella County Road Commission (I.C.R.C.) specifications as revised and contained in "Standards and Specifications for Plat Development/Site Condominium Development and Street Construction" and have an easement of a minimum of 66 feet in width.
 - b) Private roads that are generally accessible to the public shall have all traffic control features, such as striping or markers, in conformance with the Manual of Uniform Traffic Control Devices.
 - c) The minimum distance between private road outlets on a single side of a public road shall be 660 feet, or less where provided by access classification and standards for state roads and local thoroughfares.
 - d) All properties served by the private road shall provide adequate access for emergency vehicles and shall conform to the approved local street numbering system.

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- e) All private roads shall be designated as such and will be required to have adequate signage indicating the road is a private road and not publicly maintained.
 - f) All private roads shall have a posted speed limit not to exceed 20 miles an hour.
 - g) All private roads shall have adequate provisions for drainage and stormwater runoff as provided in the above referenced ICRC document.
3. Private roads serving between three and 13 unplatted lots may utilize the I.C.R.C.'s Typical Rural Residential cross section without the bituminous surface. The road commission shall not be compelled to accept roads constructed to this lesser standard.
 4. Roads serving more than 13 lots shall be constructed or upgraded to meet all specifications in the above referenced I.C.R.C. document.
 5. Applications for subdivision and land divisions approvals that include private roads shall include a drainage plan and road construction plan, prepared by a registered engineer. The township appointed engineer shall review private road plans for conformance with this Code.
 6. Construction permits are required for connection to public roads. Application for road construction shall be made concurrent with the creation of a lot that does not have frontage on a public road. A road construction permit shall be issued after approval of the private road plan and the entire length of the road shall be inspected during construction and upon completion. If found in conformance, a final use permit shall be issued.
 7. No building permit shall be issued for any lot served by a private road until the private road has been constructed and approved, so that all lots to be served by the private road have access to a public road. All lots that are in existence at the time of adoption of this ordinance shall be issued building permits, providing all other requirements for a building permit are met.
 8. A road maintenance agreement, drafted by the applicant and approved by the township attorney shall be recorded with the deed of each property to be served by a common private road. The agreement shall provide for:
 - a) A method to initiate and finance a private road and maintain that road in good condition;
 - b) A method of apportioning maintenance costs to current and future users;
 - c) A provision that the township may inspect, and if necessary, require that repairs be made to the private road to ensure that safe access is maintained for emergency vehicles. If required repairs are not made within six months of date of notice, the township may make the necessary repairs and assess owners of parcels on the road for the cost of all improvements plus an administrative fee, not to exceed 25% of total costs;
 - d) A provision that the majority vote of all property owners on the road shall determine how the road is maintained except in the case of emergency repairs as outlined above;
 - e) A statement that no public funds shall be used to construct, repair or maintain the road;
 - f) A provision requiring mandatory upgrading of the roadway if additional parcels are added to reach the specified thresholds; and
 - g) A provision that property owners along that road are prohibited from restricting or in any manner interfering with normal ingress and egress by any other owners or persons needing to access properties with frontage on that road.
 9. No private road shall be incorporated into the public road system unless it is built to public road specifications of the county. The property owners shall be responsible for bringing the road into conformance.

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10. All private roads shall have a sign and name meeting township standards and shall include the following notice: "Private Road" "Not maintained by Public".
 11. An application fee will be established by the Director of Public Works to cover administrative, processing, and inspection costs.
 12. The United States postal service and the local school district are not required to use the private road for access to the parcels abutting the private road and may require that service be provided only at the closest public access point.

210.003 Severability.

Sec. III. The provisions, sections, sentences and phrases of this Ordinance are declared to be severable and if any such portion is declared unconstitutional or invalid for any reason by a court of competent jurisdiction, such finding shall in no way affect or invalidate the remainder of this Ordinance.

210.004 Effective date.

Sec. IV. This Ordinance will take effect immediately after publication.

SUMMARY OF FINDINGS

Survey of Residents of the Charter Township of Union, 2023

This report summarizes the responses of 638 Union Township residents who are property owners to a print survey in Fall, 2023 and the 89 other residents who responded to an online survey during the same time period. The print survey sample has a response rate of 33 percent (and a margin of error of about plus or minus 4 percent), while the online survey sample is not a scientific sample. Key findings are found below.

- The demographics of the two samples differ markedly and in expected ways. The median age of print sample respondents is 64 years, with the median number of years living in the township being 21 years. Almost 60 percent of print respondents report living in a “subdivision/neighborhood,” and the median income of households is in the category \$75,000 up to \$100,000. The median age of online respondents is 36 years, with the median number of years living in the township being four years. Fifty-five percent report living in a “high density apartment or condo complex,” and the median income is in the category \$25,000 up to \$50,000.
- At least 50 percent of print sample residents give grades of “A” (excellent) or “B” (good) to customer services from Township Hall staff, curbside recycling, and police services provided to the Township by the Isabella County Sheriff’s department. For five questions, more than one half of the print sample reports having no opinion when it comes to the rental inspection process, the zoning and building permit application process, the responsiveness of Board of Trustees members to your concerns, customer service from parks and recreation staff, and fire services provided to the Township by the City of Mount Pleasant.
- Road improvement stands out as a high priority for the use of tax dollars, as it is the only initiative of the nine presented that receives a high priority endorsement by more than one half of the print sample. At least 45 percent of print respondents view recycling for apartment and electric vehicle recharging stations as low priority.
- Almost one half of print respondents want pandemic relief funds spent on Township infrastructure, with the remainder split between endorsing spending of these funds on recreation or general Township services.
- More than one half of the print sample definitely supports protecting the residential quality of existing neighborhoods and protecting existing farmland in the Township. About one half or more of these respondents is probably or definitely opposed to using farmland for large-scale solar energy production or to develop more multi-family housing in the Township.

- Less than one quarter of the print sample reports having a good deal of knowledge about accessing services in the Township, and almost three quarters has little to no knowledge about the Township Master Plan for land use.
- When asked how they would prefer to receive information about parks and recreation services and facilities in the Township, at least one third endorse a print or email Township newsletter, the Township website, or social media.
- Twenty-five percent of print respondents rate the quality of life in the Township as excellent with only 13 rating it as fair or poor. While 22 percent of respondents have no opinion about changes in the quality of life in the Township over the last 10 years, 35 percent of the print sample rate these changes as fair or poor.
- Almost three quarters of the print sample indicate that there are sufficient parks and green space areas near their residence. While about one third of print respondents report never visiting Township parks in the last year, 14 percent visit them at least a few times a month. When asked why they do not visit Township parks more, 44 percent indicate that they are too busy or not interested. About one in five print respondents indicate that their age or disability keeps them from visiting the parks more, and about one in four respondents indicate that the parks don't have the features/amenities they want or the equipment/facilities they need.
- Two thirds of print sample respondents who do visit Township parks were most likely to visit McDonald Park. Respondents who use Township parks rate them positively. Almost 80 percent give the overall condition of the parks a rating of 4 or 5 (of 5). Similar numbers give these high ratings when asked about their overall level of satisfaction with McDonald Park. About two thirds of respondents give such high ratings to Jameson Park.
- Print respondents were asked about the park they most frequently visited outside of the Township. More than one third of the 331 print respondents who answered the question mentioned Island Park either as a single entry or as one of many they visit. Two factors stand out as reasons for liking these parks—the trails (mentioned by 162 of those responding) and special features of the parks (mentioned by 99 of them).
- Respondents were asked about their preferences for additional recreation opportunities for different ages of people. Responses were diverse, with 41 percent indicating that teens need more opportunities and 38 percent reporting that seniors need more recreation options.
- The largest number of print respondents (43 percent) answered “no new park land is needed” when asked for their preferences about new public park land, with 30 percent indicating that they would like additional land along the Chippewa River.
- More than 40 percent of the print sample indicate that there should be a focus on maintaining existing park facilities when they were queried about their priorities for improvements or new recreational amenities in Township parks. Three improvements are endorsed by at least 20 percent of the print sample—expand the network of paved pathways, add

a lighted outdoor running/walking loop course in McDonald Park, and trailhead parking for pathway to Shepherd.

- More than 40 percent of print respondents expressed a preference for paved walking and biking paths when presented with a list of 22 new possible public facilities, amenities or services in the Township. Twenty percent of the print sample also endorsed unpaved hiking/cross-country ski trails and a nature preserve.
- Almost three quarters of print respondents indicated that no additional accommodations were needed to better serve those with disabilities.
- Respondents were asked two open-ended questions about issues in the Township—about the most important issue facing the Township and other comments. Many print respondents expressed concerns about the infrastructure—roads, sidewalks and bike paths, and the water and sewer system. Several respondents voiced concerns about aspects of the taxation system or the Township administration, while others focused on community issues (including issues related to safety). Several respondents also used these final spaces to voice their opinions about development and economic issues, with a few wanting to see more development and a few wanting the Township to maintain its current characteristics.
- For the most part, the opinions of the online sample dovetailed with those of the print sample.
- Some notable differences between the two samples (although no tests of statistical significance were performed) are that online survey respondents are more likely to say “don’t know” when asked about Township services; about 30 percent of them, however give D (fair) or E (poor) ratings to water and sewer services. They are also more likely to give high priority ratings to snow plowing of sidewalks and recycling for apartments and to definitely support developing more multi-family housing in the Township and the use of farmland for large-scale solar energy production. More than half of online respondents prefer receiving information about parks and recreation services and facilities through social media.
- More than one half of online respondents did not use Township parks in the last 12 months, with one third reporting that they do not know where the parks are located. Sixty percent who do use the parks report visiting Jameson Park. Online sample respondents are more likely than the print sample respondents to express support for small neighborhood parks and an additional park on the south side of the Township.