



REGULAR MEETING OF THE BOARD OF TRUSTEES

January 12, 2021

To mitigate the spread of the COVID-19 pandemic, protect the public health, and provide essential protections to Canton Township residents; the Canton Township Board of Trustees are conducting all meetings by video teleconference.

Public comments may be submitted to Michael.Siegrist@Canton-mi.org at any time prior to the meeting. Additionally, a public drop box is located outside of the Township Administration Building at 1150 S Canton Center Rd. Canton, MI 48188. The Clerk will read comments submitted within the Rules of the Township Board during the meeting. Members of the public who attend by telephone or video may address the Board during the public comment period via videoconference.

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/82264206200>

Or iPhone one-tap:

1-312-626-6799 (82264206200#) or 1-646-558-8656 (82264206200#)

Or Telephone:

1-312-626-6799 or 1-646-558-8656

Webinar ID: 822 6420 6200

International numbers available: <https://us02web.zoom.us/j/82264206200>

6:30 P.M.:

CALL TO ORDER

ROLL CALL: BORNINSKI, FOSTER, GANGULY, GRAHAM-HUDAK, SIEGRIST, SLAVENS, SNEIDEMAN

CLOSED SESSION: DISCUSS PENDING LITIGATION (MARINELLI V CANTON AND BOYLAN V CANTON)

ADOPTION OF AGENDA

APPROVAL OF MINUTES: DECEMBER 15 & 22, 2020

PUBLIC COMMENT

PAYMENT OF BILLS

CONSENT CALENDAR:

- 1) RECEIVE AND FILE THE FUTURE LAND USE MAP AMENDMENT FOR METRO OPPORTUNITIES 1, LLC AND METRO OPPORTUNITIES 10, LLC (MSD)

GENERAL CALENDAR:

- 1) CONSIDER FIRST READING OF AN AMENDMENT TO APPENDIX A – ZONING OF THE CODE OF ORDINANCES REGARDING THE METRO OPPORTUNITIES 1, LLC AND METRO OPPORTUNITIES 10, LLC REZONING (MSD)
- 2) CONSIDER APPROVAL OF SPECIAL LAND USE FOR CHERRY HILL PRESERVE (MSD)
- 3) CONSIDER APPROVAL OF THE HAMPTON MANOR OF CANTON PLANNED DEVELOPMENT DISTRICT AMENDMENT AND SITE PLAN AMENDMENT (MSD)
- 4) CONSIDER PRELIMINARY APPROVAL OF THE MONARK GROVE PLANNED DEVELOPMENT DISTRICT (MSD)
- 5) CONSIDER AWARDDING BID AND APPROVE PURCHASE ORDER FOR EXTERIOR PAINTING OF PUBLIC WORKS BUILDING (MSD)
- 6) CONSIDER PURCHASE OF WATER METERS AND METERING CONTROL DEVICES FOR 2021 (MSD)
- 7) CONSIDER APPROVAL OF ENGINEERING SERVICES AND PURCHASE ORDER TO OHM ADVISORS FOR WATER STORAGE ANALYSIS (MSD)
- 8) CONSIDER APPROVAL OF A BUDGET AMENDMENT AND PURCHASE ORDER TO A3C ARCHITECTS FOR THE ARCHITECTURAL DESIGN AND ADA IMPROVEMENTS FOR THE CAPITAL IMPROVEMENT PLAN (CLS)
- 9) RECONSIDERATION OF STEP INCREASES FOR PART TIME, VARIABLE HOUR AND SEASONAL EMPLOYEES FOR 2021 (SUPERVISOR)

PUBLIC COMMENT
OTHER
ADJOURN

ACCESS TO PUBLIC MEETINGS

In accordance with the Americans with Disabilities Act, individuals with disabilities who require special accommodations, auxiliary aids or services to attend or participate at the meeting/hearing should contact Kerreen Conley, Human Resources Manager, at 734-394-5260. Reasonable accommodations can be made with advance notice. A complete copy of the Access to Public Meetings Policy is available at www.canton-mi.org.

**Charter Township of Canton
Board Proceedings – December 15, 2020**

A regular meeting of the Board of Trustees of the Charter Township of Canton was held Tuesday, December 15, 2020 virtually. Supervisor Graham-Hudak called the meeting to order at 6:05 p.m.

Members Present: Borninski, Foster, Graham-Hudak, Siegrist, Slavens
Location of all members is Canton Township, Michigan
Members Absent: Ganguly, Sneideman
Staff Present: Director Hohenberger, Director Smith, Director Trumbull, Director
Baugh, Director Stoecklein, HR Manager Conley

Adoption of Agenda:

Motion by Siegrist, supported by Foster to adopt the agenda as presented. Motion carried unanimously by roll call vote by all members present.

Study Session:

1) Transparency Dashboard Update

Chad Baugh, Director of Police services presented an update on the progress of department's Transparency Dashboard.

2) Embedded Social Worker Program

Craig Wilsher, Deputy Police Chief presented the department's proposed one-year Embedded Social Worker pilot program for the Board of Trustees to consider.

Public Comment:

Public comment was held.

Adjourn: Motion by Siegrist, supported by Foster to adjourn the meeting. Motion carried unanimously by roll call vote by all members present.

Michael A. Siegrist, Clerk

Anne Marie Graham-Hudak, Supervisor

**Charter Township of Canton
Board Proceedings – December 22, 2020**

A regular meeting of the Board of Trustees of the Charter Township of Canton was held Tuesday, December 22, 2020 virtually. Supervisor Graham-Hudak called the meeting to order at 6:30 p.m.

Members Present: Borninski, Foster, Graham-Hudak, Siegrist, & Sneideman
All members stated their location is Canton Township
Members Absent: Ganguly, Slavens
Staff Present: Director Hohenberger, Director Smith, Director Trumbull, Director
Baugh, Director Stoecklein, HR Manager Conley

Closed Session:

Update on Union Negotiations.

Motion by Siegrist, supported by Foster to move to closed session regarding update on union negotiations at 6:33 p.m. Motion carried unanimously by roll call vote by all members present.

Ganguly (Fort Meyers, FL), and Slavens (Canton) arrive at the closed session.

Motion by Siegrist, supported by Borninski to return to the open meeting at 7:10 p.m. Motion carried unanimously by roll call vote.

Adoption of Agenda:

Motion by Siegrist, supported by Foster to adopt the agenda as presented. Motion carried unanimously by roll call vote.

Approval of Minutes:

Motion by Siegrist supported by Slavens to approve the December 8, 2020 Board minutes as presented. Motion carried unanimously by roll call vote.

Public Comment: Public comment was held.

Payment of Bills:

Motion by Siegrist supported by Slavens to approve the payment of bills as presented. Motion carried unanimously by roll call vote.

**CHARTER TOWNSHIP OF CANTON
EXPENDITURE RECAP FOR THE TOWNSHIP BOARD
MEETING OF**

December 22, 2020		
101	GENERAL FUND	765,275.57
204	ROADS FUND	257,800.05
206	FIRE FUND	1,257,002.63
207	POLICE FUND	750,697.49
208	SUMMIT OPERATING (General)	54,910.47
219	STREET LIGHTING	0.00
230	CABLE TV FUND	8,374.99
246	TWP (COMMUNITY) IMPROVEMENT	4,500.00
248	DDA - CANTON	31,093.92
261	E-911 UTILITY	790.37
265	ORGANIZED CRIME - DRUG ENFORCEMENT	47,100.02
274	CDBG	250,874.58
276	NSP GRANTS FUND	0.00
401	CAP PROJ - ENERGY PROJECT	172,381.25
402	CAP PROJ - SUMMIT CONSTR	0.00
403	CAP PROJ - ROAD PAVING	54,433.95
584	GOLF FUND	22,693.75
592	WATER & SEWER FUND	342,092.81
596	SOLID WASTE	1,077.61
661	FLEET	55,952.97
701	TRUST & AGENCY FUND	11,910.64
702	CUSTODIAL FUND	0.00
736	POST EMPLOYMENT BENEFITS	22,419.55
852	SPECIAL ASSESSMENT DEBT	0.00
301	ENERGY PROJECT DEBT SVCE FUND	0.00
		0.00
TOTAL - ALL FUNDS		4,111,382.62

Legislative Update:

Stephanie Johnson of Khoury Johnson Leavitt

Consent Calendar:

Item C-1. Consider 2021 Historic Commission Meeting Dates.

Motion by Siegrist, supported by Slavens to establish the 2021 Canton Historic District Commission meeting schedule at 7:00 p.m. at the Cherry Hill School, 50440 Cherry Hill Road, Canton, Michigan on the designated dates:

- January 6, 2021
- February 3, 2021
- March 3, 2021
- April 7, 2021

May 5, 2021
June 2, 2021
July 7, 2021
August 4, 2021
September 1, 2021
October 6, 2021
November 3, 2021
December 1, 2021

Motion carried unanimously by roll call vote.

Item C-2. Authorization to Pay Bills in 2021 when no regular Board Meeting is scheduled.

Motion by Siegrist, supported by Slavens to authorize the payment of the Township's bills as normally scheduled in 2021, subject to prior review by the Clerk and Treasurer, when no regular Board Meeting is scheduled. Motion carried unanimously by roll call vote.

Item C-3. Consider Appointments to the Election Commission.

Motion by Siegrist, supported by Slavens to appointment Clerk – Michael Siegrist, Trustee – Steven Sneedman, and Trustee – Kate Borninski to the Election Commission for Canton Township with term expiring November 20, 2024 Motion carried unanimously by roll call vote.

General Calendar:

Item G-1. Request Renewal of CivicPlus Website Hosting Services

Motion by Siegrist, supported by Slavens Approve a purchase order in the amount not to exceed \$18,734.93 payable to CivicPlus Inc. for a renewal of hosting services, software support and maintenance services provided by CivicPlus covering a period of one (1) year. Motion carried unanimously by roll call vote.

Item G-2. Consider Approval of Amended Agreement with Indigo Golf Partners at Fellows Creek Golf Club.

Motion by Siegrist, supported by Slavens to authorize an amendment of the current contract agreement with Indigo Golf Partners by reducing the performance incentive for 2020 and 2021 from \$20,000 to \$10,000. Motion carried unanimously by roll call vote.

Item G-3. Consider Approval of a 2021 Purchase Order to Roofing Technology Associates, LTD for the Roofing Consulting Services within the Capital Improvement Plan

Motion by Siegrist, supported by Borninski to approve a 2021 purchase order for the Roofing Consulting

Services within the Capital Improvement Plan to Roofing Technologies Associate, LTD, 38031 Schoolcraft Rd, Livonia, MI 48150 in the amount not to exceed \$43,000 to be paid from the following CIP accounts:

- 401-772.970_0020 \$5,650 Fellows Creek
 - 401-752.970_0020 \$6,900 Heritage Park
 - 401-757.970_0020 \$16,400 Summit on the Park
 - 401-261.970_0020 \$3,650 Sheldon School
 - 401-301.970_0020 \$10,400 Public Safety
- \$43,000

Motion carried unanimously by roll call vote.

Item G-4. Consider Approval of Skerbeck Entertainment Group Carnival Agreement Amendment and Extension for Liberty Fest.

Motion by Siegrist, supported by Slavens for authorization to authorize the amendment and contract extension with Skerbeck Entertainment Group, P.O. Box 1070 Fennville, MI 49408 for the next five Liberty Festivals with Canton Township. Motion carried unanimously by roll call vote.

Item G-5. Consider Approving the Purchase of a One-Year Service Agreement for the Motorola Radio and Dispatch Console.

Motion by Siegrist, supported by Slavens to approve the 2021 purchase of a Motorola Solutions one-year service agreement for the Motorola radio and dispatch console equipment in the amount of \$30,517. Motion carried unanimously by roll call vote.

Item G-6. Consider Approval of Payment of the Annual Software License Fees to Kiriworks for the On-Base Document Management System.

Motion by Siegrist, supported by Borninsk to approve payment of \$11,397.14, for the annual software license fees to Kiriworks for the On-Base document management system. Motion carried unanimously by roll call vote.

Item G-7. Consider Two Appointments and One Reappointment to the Planning Commission.

Motion by Siegrist, supported by Slavens to appoint Harpreet Sachdeva and Doug Weber to the Canton Township Planning Commission, with terms to expire December 31, 2023, and to reappoint Alan Okon to the Canton Township Planning Commission, with a term to expire December 31, 2023. Motion carried unanimously by roll call vote.

Item G-8. Consider Approval of an Agreement for Lobbying Services Between Canton Township and Khoury Johnson Leavitt, LLC.

Motion by Siegrist, supported by Slavens to approve a two-year agreement with Khoury Johnson Leavitt, LLC for government lobbying services, and authorize the Township Supervisor to sign

on behalf of Canton Township, for an amount not to exceed \$36,000 per year. Motion carried unanimously by roll call vote.

Item G-9. Consider Approval of Amended Agreement with Dancin' Feet at the Summit on the Park

Motion by Siegrist, supported by Slavens to authorize the amendment of the lease agreement for the 2019-2020 dance season, and provide a waiver to a portion the guaranteed amounts of \$20,604.50 annually and \$2,627.07 monthly fee owed by Dancin' Feet, Inc. The total amount to be waived is \$12,291.15. Motion carried unanimously by roll call vote.

Motion by Siegrist, supported by Slavens to move that the following amendments be made to the 2020-2021 dance season:

- Waive the annual lump sum payment of \$20,913.57.
- Charge a monthly lease fee in the amount of \$1,066.59 beginning with October, 2020.

Motion carried unanimously by roll call vote.

Additional Public comment was held.

Adjourn: Motion by Sneideman, supported by Siegrist to adjourn the meeting at 8:44 p.m. Motion carried unanimously by roll call vote.

Michael A. Siegrist, Clerk

Anne Marie Graham-Hudak, Supervisor

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: January 12, 2021

AGENDA ITEM #C-1

ITEM: Receive and File the Future Land Use Map Amendment for Metro Opportunities 1, LLC and Metro Opportunities 10, LLC

PRESENTER: Jade Smith, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: Richard Rattner (Representative)

EXECUTIVE SUMMARY: At its meeting on December 7, 2020, the Planning Commission approved an amendment to the Comprehensive Plan Future Land Use Map to reclassify parcel nos. 71-127-99-0020-000, 71-127-99-0019-000, 71-127-99-0018-002, 71-127-99-0017-000, 71-127-99-0016-000, and 71-127-99-009-000 (east 896 feet only) from Medium-Low Density Residential (3 dwelling units per acre) to Mixed Use. At its meeting on October 5, 2020, the Planning Commission recommended to the Township Board to distribute the proposed amendment for review to surrounding municipalities and other agencies required by the Act. The Township Board formally approved this distribution at its meeting on October 13, 2020. No comments were received from surrounding municipalities or other agencies. The Planning Commission held the public hearing at its meeting on December 7, 2020 prior to taking action on the Future Land Use Map amendment application.

Pursuant to Section 125.3843(2) of the Michigan Planning Enabling Act (Public Act 33 of 2008, as amended), following approval of an amendment to the Comprehensive Plan by the Planning Commission, the Planning Commission shall submit a copy of the amendment to the legislative body.

BACKGROUND AND ANALYSIS:

Location: North side of Michigan Ave. and east side of Denton Road.

Net Acres: Approximately 48 acres

Existing Land Use(s): Single-family residence on parcel nos. 71-127-99-0020-000; vacant on parcel no. 71-127-99-0019-000, 71-127-99-0018-002, 71-127-99-0017-000, 71-127-99-0016-000, and 71-127-99-009-000.

Existing Zoning: R-3, Single-Family Residential on parcel nos. 71-127-99-0020-000, 71-127-99-0019-000, 71-127-99-0018-002, and 71-127-99-0017-000; R-1, Single-Family Residential on parcel no. 71-127-99-009-000; and RR, Rural Residential on parcel no. 71-127-99-0016-000.

Surrounding Zoning and Land Uses:

North – R-1, Single-family residences and R-6, Woodbridge Estates attached condominiums

South – Van Buren Township: C-1 (General Business), Gas station

East – LI-R, Vacant and industrial (Canton Business Park)

West – R-1 and R-3, Single-family residential

Comprehensive Plan: Currently classified Mixed Use. Previously, the site was classified as Medium-Low Density Residential (up to 3 dwelling units per acre).

Surrounding Comprehensive Plan Future Land Use Map Classifications:

North – Medium-Low Density Residential (up to 3 dwelling units per acre)

South – Van Buren Township: General Commercial

East – Light Industrial

West – Medium-Low Density Residential (up to 3 dwelling units per acre)

Review Considerations: Please refer to the Community Planner’s review letter to the Planning Commission and minutes of the December 7, 2020 Planning Commission meeting.

- **Community Planner’s Recommendation:** To receive and file the Comprehensive Plan Future Land Use Map Amendment for Metro Opportunities 1, LLC and Metro Opportunities 10, LLC, which consists of reclassifying parcel nos. 71-127-99-0020-000, 71-127-99-0019-000, 71-127-99-0018-002, 71-127-99-0017-000, 71-127-99-0016-000, and 71-127-99-009-000 (east 896 feet only) from Medium-Low Density Residential (3 dwelling units per acre) to Mixed Use.

STRATEGIC PLAN/GOALS: N/A

ACTION REQUESTED: To receive and file the Amendment to the Future Land Use Map of the Comprehensive Plan for Metro Opportunities 1, LLC and Metro Opportunities 10, LLC.

BUDGET IMPLICATION & ACCOUNT NUMBER: N/A

IMPLEMENTATION PLAN: N/A

MUNICIPAL SERVICES DIRECTOR’S RECOMMENDATION: Approval

ENGINEERING SERVICES DIVISION’S RECOMMENDATION: N/A

FIRE MARSHAL’S RECOMMENDATION: N/A

BUILDING OFFICIAL’S RECOMMENDATION: N/A

FINANCE AND BUDGET DIRECTOR’S RECOMMENDATION: N/A

SUPERVISOR’S RECOMMENDATION: Approval

MODEL RESOLUTION:

I move to receive and file the Amendment to the Future Land Use Map of the Comprehensive Plan for Metro Opportunities 1, LLC and Metro Opportunities 10, LLC which was adopted by the Planning Commission on December 7, 2020, in accordance with the Michigan Planning Enabling Act.

ATTACHMENTS:

1. Planning Commission Minutes
2. Community Planner's Request for Planning Commission Action
3. Location Map & Aerial Map
4. Subject Change Area of Future Land Use Map
5. Adopted Future Land Use Map

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: January 12, 2021

AGENDA ITEM #G-1

ITEM: Consider First Reading of an Amendment to Appendix A – Zoning of the Code of Ordinances Regarding the Metro Opportunities 1, LLC and Metro Opportunities 10, LLC Rezoning

PRESENTER: Jade Smith, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: Richard Rattner (Representative)

EXECUTIVE SUMMARY: The applicant proposes to rezone six (6) parcels located north of Michigan Ave. and east of Denton Rd. to LI-R, Light Industrial Research from R-3, R-1, and RR. However, for one of these parcels (parcel 71-127-99-009-000) only the east 896 feet is proposed to be rezoned LI-R and the remaining western part of the parcel is proposed to remain as R-1.

The purpose of the rezoning application is to assemble the 6 subject parcels (except for a western portion of parcel 71-127-99-009-000) with land to the east that is already zoned LI-R to eventually construct a warehouse and distribution center for an online retailer. Warehouses and distribution centers are special land uses in the LI-R zoning district. However, the land use proposal is conceptual at this time and could change based on available development options of the Zoning Ordinance.

At its meeting on December 7, 2020, the Planning Commission adopted an amendment to the Comprehensive Plan Future Land Use Map to reclassify the 6 subject parcels from Medium-Low Density Residential (3 dwelling units per acre) to Mixed Use. The Mixed Use classification supports LI-R zoning in this area of the Township along Michigan Avenue, so the rezoning application will be supported by the Comprehensive Plan if the Future Land Use Map amendment is adopted.

BACKGROUND AND ANALYSIS:

Location. North side of Michigan Ave. and east side of Denton Road.

Existing Zoning: R-3, Single-Family Residential on parcel nos. 71-127-99-0020-000, 71-127-99-0019-000, 71-127-99-0018-002, and 71-127-99-0017-000; R-1, Single-Family Residential on parcel no. 71-127-99-009-000; and RR, Rural Residential on parcel no. 71-127-99-0016-000.

Net Acres: Approximately 48 acres

Existing Land Use: Single-family residence on parcel nos. 71-127-99-0020-000; vacant on parcel no. 71-127-99-0019-000, 71-127-99-0018-002, 71-127-99-0017-000, 71-127-99-0016-000, and 71-127-99-009-000.

Surrounding Zoning and Land Uses:

North – Medium-Low Density Residential (up to 3 dwelling units per acre)

South – Van Buren Township: General Commercial

East – Light Industrial

West – Medium-Low Density Residential (up to 3 dwelling units per acre)

Comprehensive Plan: Currently classified Mixed Use. Previously, the site was classified as Medium-Low Density Residential (up to 3 dwelling units per acre).

Review Considerations: Section 27.06(D)(4) of the Zoning Ordinance consists of several standards of review to be considered prior to action. Based on our review of the application materials, the Comprehensive Plan, and the site area, we find that the applications meets the rezoning standards of review as follows:

- With the Future Land Use Map of the Comprehensive Plan recently amended to reclassify the subject site to Mixed Use, the proposed Zoning Map amendment is consistent with the Comprehensive Plan and in accordance with the basic intent and purpose of the Zoning Ordinance. The Comprehensive Plan states that Light Industrial Research use is strongly encouraged to locate in areas with visible access or directly adjacent to the freeway or primary arterial streets and in areas where the light industrial designation abuts a residential or conservation area. Additionally, areas along Michigan Avenue that are designated Mixed Use on the Future Land Use Map are encouraged to allow for the consideration of Light Industrial Research (LI-R) on the north side of Michigan Avenue.
- Conditions have changed since the Zoning Ordinance was adopted, as there has been an increased demand for LI-R-zoned land in the area. At the same time, there has not been an apparent demand for residential use on the subject site.
- The amendment will not result in exclusionary zoning, as the amendment is a result of an application by representatives of the owner and there is adjacent land zoned LI-R.
- The amendment will not set an appropriate precedent, as it is supported by the Comprehensive Plan policies and Future Land Use Map, and there is adjacent land zoned LI-R.
- The proposed rezoning is consistent with the existing land uses and trends of surrounding property, as property to the east is industrial and the Comprehensive Plan encourages Light Industrial Research use to locate in areas with visible access or directly adjacent to the freeway or primary arterial streets and in areas where the light industrial designation abuts a residential or conservation area.
- The area of the subject site is approximately 48 acres, which is large enough for all requirements of the LI-R district to be met. However, specific development requirements will be addressed at the time of site plan review and, if necessary, special land use review. The applicant intends to construct a warehouse and distribution facility, which is a special land uses in the LI-R zoning district. The LI-R district requires a 100-foot setback between a lot line abutting a residential district and an on-

site building, loading and unloading area, driveway, storage area, or off-street parking area. Therefore, the Zoning Ordinance provides additional setbacks and discretion for warehouse and distribution facility uses in the LI-R District.

- The site will be serviced by an adequate road system (Michigan Ave.), and water and sanitary sewer service is available in the area. The impact on the Township water and sanitary sewer system will be known when a development proposal is submitted, as industrial uses vary based on the nature of the use and number of employees. If upgrades to the Township water and sewer system are necessary for a future use, the applicant will be required to make the necessary upgrades at that time.

- **Community Planner's Recommendation:** Approval.

- **Planning Commission Recommendation:** At its meeting on December 7, 2020, the Planning Commission voted 7-0 to recommend approval of the request to rezone parcel nos. 71-127-99-0020-000, 71-127-99-0019-000, 71-127-99-0018-002, 71-127-99-0017-000, 71-127-99-0016-000, and 71-127-99-009-000 (east 896 feet only) to LI-R, Light Industrial Research from R-3, R-1, and RR.

STRATEGIC PLAN/GOALS: N/A

ACTION REQUESTED: Introduce, hold the first reading, and table the proposed rezoning amendment to Appendix A – Zoning of the Code of Ordinances, which proposes to rezone parcel nos. 71-127-99-0020-000, 71-127-99-0019-000, 71-127-99-0018-002, 71-127-99-0017-000, 71-127-99-0016-000, and 71-127-99-009-000 (east 896 feet only) to LI-R, Light Industrial Research from R-3, R-1, and RR.

BUDGET IMPLICATION & ACCOUNT NUMBER: N/A

IMPLEMENTATION PLAN: N/A

MUNICIPAL SERVICES DIRECTOR'S RECOMMENDATION: Approval

ENGINEERING SERVICES DIVISION'S RECOMMENDATION: N/A

FIRE MARSHAL'S RECOMMENDATION: N/A

BUILDING OFFICIAL'S RECOMMENDATION: N/A

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: N/A

SUPERVISOR'S RECOMMENDATION: Approval

MODEL MOTIONS:

1. I move to introduce and hold the first reading of the proposed amendment to Appendix A – Zoning of the Code of Ordinances of the Charter Township of Canton as provided in the attached ordinance, which rezones tax parcel nos. 71-127-99-0020-000, 71-127-99-

0019-000, 71-127-99-0018-002, 71-127-99-0017-000, 71-127-99-0016-000, and 71-127-99-009-000 (east 896 feet only) to LI-R, Light Industrial Research from R-3, R-1, and RR.

2. Further, I move to table consideration of the amendment for a second reading on January 26, 2021.

ATTACHMENTS:

1. Draft Ordinance
2. Planning Commission Minutes
3. Map

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: January 12, 2021

AGENDA ITEM #G-2

ITEM: Consider Approval of Special Land Use for Cherry Hill Preserve

PRESENTER: Jade Smith, Municipal Services Director

OWNER/REPRESENTATIVE: Bruce Michael

EXECUTIVE SUMMARY: The project sponsor proposes to construct twelve (12) 2-unit attached residential buildings on the three (3) subject contiguous parcels, which are currently vacant. The site is zoned R-4, Single Family Residential, which allows 2-unit attached residences via Special Land Use. The allowable density of 2-unit attached single-family buildings in the current R-4 district is up to 5.18 units/acre, and the applicant proposes a density of 3.12 units/acre. The site has several wetland areas, and the applicant has applied for a wetland permit from the Michigan Department of Environment, Great Lakes, and Energy (EGLE). If approved by EGLE, many of the proposed 2-unit buildings will encroach into the 25-foot setback required by Section 2.24(A). At its meeting on November 12, 2020, the Zoning Board of Appeals (ZBA) approved variances from the 25-foot wetland setback requirement for Buildings 4-11 and the internal road. According to the applicant, the proposed 2-unit attached single-family residential buildings will be owner-occupied condominiums. At its meeting on September 8, 2020, the Township Board of Trustees rezoned the site from R-6 to R-4 at the request of the applicant. While the maximum density of 2-unit attached single-family residential buildings in the R-4 district (5.18 units per acre) is less than the maximum density in the former R-6 district (8.0 units per acre), some of the setbacks and separation distances in the R-4 district are lower for 2-unit attached single-family residential buildings than the R-6 district. Therefore, the R-4 zoning district was a more appropriate zoning district for the applicant based on his development proposal.

BACKGROUND AND ANALYSIS:

Location: North side of Cherry Hill Road, between Lotz Road and the eastern township boundary (i.e., parcel nos. 71-052-99-0042-000, 71-052-99-0044-001, and 71-052-99-0044-002, 39540 Cherry Hill Road).

Existing Zoning: R-4, Single Family Residential

Net Acres: 7.71 acres

Existing Land Use: Vacant

Surrounding Zoning and Land Uses:

North – R-2 (Corporate Park Overlay District), Single-family residential and ITC corridor

South – R-5, Single-family residences (Brookside Village Subdivision)

East - R-2, Frank’s Firewood and single-family residential

West – R-2, Single-family residential

Comprehensive Plan: Medium-High Density Residential (up to 8 dwelling units per acre)

Schedule of Regulations. The plans submitted illustrate that the proposed development is designed to comply with the dimensional requirements for 2-unit condominiums in the R-4 zoning district for: minimum site size (5 acres); minimum front yard setback from Chery Hill Rd. (50 feet); minimum front yard setback from internal road (20 feet); minimum rear yard setback (35 feet); minimum side yard setback (10 feet); minimum separation distance between buildings (10 feet); minimum floor area (1,300 sq. ft.); maximum building length (100 feet); and maximum building height (2 stories/25 feet). As previously noted, the site complies with the minimum 25-foot wetland setback requirement except where the ZBA approved wetland setback variances on November 12, 2020.

Landscaping and Tree Preservation. The landscape plans submitted meet the requirements of Article 5 of the Zoning Ordinance for landscaping along Cherry Hill Road, street trees along the internal road, landscaping for each dwelling unit, and landscaping for the detention pond. Additionally, of the existing 564 trees on the site, 420 trees (about 75%) will be preserved. The applicant also proposes to mitigate removed trees in accordance with Article 5A of the Zoning Ordinance.

Sidewalks. Section 6.03(F)(11) of the Zoning Ordinance requires 4-foot wide sidewalks along all internal roads, and both sides of the internal road include sidewalks. Also, a 5-foot wide sidewalk is proposed along the site’s frontage abutting Cherry Hill Road.

Parking. The proposed buildings include attached 2-car garages, which are required by Section 6.03(F)(4) of the Zoning Ordinance, and the 20-foot depth of the driveway allows for additional parking in the driveway. Additionally, the 27-foot width of the internal road meets the requirements of Section 6.03(F)(10) and is wide enough to allow on-street parking on one side.

Architecture. The architecture of the buildings meets the requirements of Section 26.06 of the Zoning Ordinance, with 50% masonry on each building and 4-foot elevation offsets in the rear to provide for three-dimensionality to the façade. Additionally, the fronts of the units include a minimum elevation offset of 5 feet, which is required by Section 6.03(F)(6).

Lighting. Section 2.13 of the Zoning Ordinance requires one (1) light structure to be installed on each side of the entrance/exit drive at Cherry Hill Road, so this lighting will be required on the plans during site plan review.

Sign. If a monument entrance sign is proposed, the details and specifications will be

required during site plan review.

Special Land Use Review Standards. Based on the items noted above, we find that the proposed 2-unit residential uses in Canton Township meet the Special Land Use criteria of Section 27.03(C) of the Zoning Ordinance as follows:

- The proposed residential use will be compatible with adjacent land uses and the principles and objectives of the Canton Township Master Plan.
- The proposed uses will continue to be adequately served by essential public facilities and services.
- The pedestrian circulation system and internal road will meet the requirements of the Township Zoning Ordinance and the access onto Cherry Hill Road is subject to Wayne County requirements.
- The proposed residential use is not expected to be detrimental to public health, safety, and welfare.
- The proposed uses will enhance the surrounding environment by preserving almost 75% of the on-site trees and developing at a density that is less than the maximum allowed by the Zoning Ordinance.
- The proposed uses will not unreasonably interfere with or discourage the appropriate development and use of adjacent land and buildings.
- The location of the proposed uses will not result in a residential use being surrounded by non-residential uses.
- The proposed uses are expected to enhance the economic well-being and welfare of the Township.

- **Community Planner's Recommendation:** Approval of the Special Land Uses application, as the request meets the special land use criteria of Section 27.03(C) of the Zoning Ordinance.
- **Planning Commission's Recommendation:** At its meeting on December 7, 2020, the Planning Commission voted 7-0 to recommend approval of the special land use to construct twelve (12) 2-unit attached residential buildings on parcel nos. 71-052-99-0042-000, 71-052-99-0044-001, and 71-052-99-0044-002, subject to specific design criteria to be determined at the time of Site Plan Review.

STRATEGIC PLAN/GOALS: N/A

ACTION REQUESTED: Approve the special land use to construct twelve (12) 2-unit attached residential buildings on parcel nos. 71-052-99-0042-000, 71-052-99-0044-001, and 71-052-99-0044-002.

BUDGET IMPLICATION & ACCOUNT NUMBER: N/A.

IMPLEMENTATION PLAN: N/A.

MUNICIPAL SERVICES DIRECTOR'S RECOMMENDATION: Approval

ENGINEERING SERVICES DIVISION'S RECOMMENDATION: Approval, subject to

additional requirements at the time of Site Plan Review.

FIRE MARSHAL'S RECOMMENDATION: Approval, subject to additional requirements at the time of Site Plan Review.

BUILDING OFFICIAL'S RECOMMENDATION: N/A.

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: N/A.

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

RESOLUTION OF
BOARD OF TRUSTEES
CHARTER TOWNSHIP OF CANTON, MICHIGAN

Approval of the Special Land Use for Cherry Hill Preserve

WHEREAS, the Project Sponsor has requested special land use approval for twelve (12) 2-unit attached residential buildings on the north side of Cherry Hill Road, between Lotz Road and the eastern township boundary; and

WHEREAS, the Planning Commission reviewed the request and applicable criteria and voted 7-0 to recommend approval, as the request meets the criteria of special land use approval in Section 27.03(C) of the Zoning Ordinance;

NOW THEREFORE BE IT RESOLVED, the Board of Trustees of the Charter Township of Canton, Michigan does hereby approve the special land use request for twelve (12) 2-unit attached residential buildings on parcel nos. 71-052-99-0042-000, 71-052-99-0044-001, and 71-052-99-0044-002, as the request meets the Special Land Use criteria of the Canton Township Zoning Ordinance pursuant to the information and plans provided, subject to specific design criteria to be determined at the time of Site Plan Review.

ATTACHMENTS:

1. Planning Commission Minutes
2. Zoning Map
3. Special Land Use Criteria
4. Special Land Use Preliminary Site Plan

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: January 12, 2021

AGENDA ITEM #G-3

**ITEM: Consider Approval of the Hampton Manor of Canton Planned Development District
Amendment and Site Plan Amendment**

PRESENTER: Jade Smith, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: Shahid Imran and Evan Priest

EXECUTIVE SUMMARY: On September 25, 2018, the Canton Township Board of Trustees approved the Hampton Manor of Canton Planned Development District which is a 63-unit assisted living facility in a 59,000-square foot building on the south side of Ford Road west of Ridge Road. The parcel is located to the east of Crimboli Nursery and extends easterly toward Ridge Road along the drain. Hampton Manor is currently under construction, and the applicant proposes to remove a sunroom and activity room and add 3 units which will increase the number of units to 66. The applicant proposes some minor modifications to the north and west side of the building façade as a result. Additionally, a revised floor plan is shown that illustrates a net increase in the square footage of sitting areas in and around the building. No other site plan changes are proposed, and the originally-approved parking lot has a sufficient number of spaces for the 66 proposed units.

When the Planned Development was originally approved, the definite benefits included provision of a sidewalk on the north side of Ford Road, providing walkable access along Ford road to Patriot park and connecting Parkside Estates to Ridge Road, provision of a transport van for the residents, enhancement of the wetland buffers by supplementing the planting and removal of debris and non-native plants, providing over 68% open space, exceeding the minimum 25% requires for a Planned Development; and additional parking over the minimum required for visitors.

BACKGROUND AND ANALYSIS:

Location: South side of Ford Road and west of Ridge Road (49801 Ford Rd.)

Existing Zoning: Planned Development District (R-1, Single-Family Residential underlying zoning)

Net Acres: 7.92 acres

Existing Land Use: Assisted living facility

Surrounding Zoning and Land Uses:

North - R-1, Patriot Park

South - R-2, Westridge Estates (pond area)

East - R-1, Vacant and frontage residential

West - RA, Crimboli Nursery

Comprehensive Plan: Low-Density Residential (up to 2 dwelling Units/acre)

- **Community Planner's Recommendation:** Approval of the Planned Development District Amendment and site plan amendment, subject to all applicable state and local development regulations.

- **Planning Commission Recommendation:** At its meeting on December 7, 2020, the Planning Commission voted 7-0 to recommend approval of the Planned Development Amendment and Site Plan amendment for Hampton Manor of Canton on parcel no. 069-99-0008-701, as provided in the Planned Development Agreement Amendment and plan documents.

STRATEGIC PLAN/GOALS: N/A

ACTION REQUESTED: Approve the Hampton Manor Planned Development Amendment and Site Plan amendment on parcel no. 069-99-0008-701, as provided in the Planned Development Agreement Amendment and plan documents.

BUDGET IMPLICATION & ACCOUNT NUMBER: N/A.

IMPLEMENTATION PLAN: N/A.

MUNICIPAL SERVICES DIRECTOR'S RECOMMENDATION: Approval

ENGINEERING SERVICES DIVISION'S RECOMMENDATION: Approval.

FIRE MARSHAL'S RECOMMENDATION: Approval.

BUILDING OFFICIAL'S RECOMMENDATION: N/A.

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: N/A.

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

RESOLUTION OF
BOARD OF TRUSTEES
CHARTER TOWNSHIP OF CANTON, MICHIGAN

**Approval of the Planned Development District Amendment No. 1 and Site Plan
Amendment for Hampton Manor**

WHEREAS, the Project Sponsor has requested approval of an amendment to the Planned Development District for Hampton Manor on property located on the south side of Ford Road and west of Ridge Road; and,

WHEREAS, the Planning Commission reviewed the Amended Planned Development Plan, Planned Development Agreement, and Site Plan modifications and voted 7-0 to recommend approval of the requests, as they meet the criteria for a planned development, result in definite benefits to the community, and comply with the applicable site design requirements of the Zoning Ordinance except where modifications are approved;

NOW THEREFORE BE IT RESOLVED, the Board of Trustees of the Charter Township of Canton, Michigan does hereby approve the Hampton Manor Planned Development District Amendment and Site Plan amendment on parcel no. 069-99-0008-701 (49801 Ford Rd.), as provided in the Planned Development Agreement Amendment and plan documents, subject to all applicable state and local development regulations.

ATTACHMENTS:

1. Planning Commission Minutes
2. Zoning Map and Location Map
3. PDD Plan and Site Plan
4. PDD Agreement

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: January 12, 2021

AGENDA ITEM #G-4

ITEM: Consider Preliminary Approval of the Monark Grove Planned Development District

PRESENTER: Jade Smith, Municipal Services Director

OWNER/REPRESENTATIVE: David Endres (Kirco Development)

EXECUTIVE SUMMARY: The applicant proposes to construct a housing for the elderly use at the southwest corner of Ford Rd. and Gorman Rd., located between Beck Rd. and Canton Center Rd. The proposed housing for the elderly use consists of 224 units on 17.25 acres, which are proposed as follows: 63 units of independent living, 95 units of assisted living (53 units in phase one and 42 units in phase 2), 32 units of memory care, and 34 attached elderly cottages.

The site consists of eight (8) parcels that are currently zoned R-1 and R-3. Housing for the elderly is a Special Land Use in the R-1 and R-3 districts and the proposed Planned Development application is consistent with the zoning requirements for housing for the elderly with the exception of the modifications proposed pursuant to Section 27.04 of the Zoning Ordinance.

Each Planned Development District is required to demonstrate definite benefits to the community. While the project sponsor notes several benefits in the application materials, the following definite benefits are the most consistent with Section 27.04: architectural design of the buildings; paving of Gorman Road to the site's entrance, including reconstruction of the approach to 3 lanes, with dedicated right- and left-turn lanes from Gorman Rd. onto Ford Rd.; extending the sidewalk along the south side of Ford Rd. eastward about 620 feet to connect to the existing sidewalk in front of Belle Tire; the addition of northbound and southbound right turn lights at the intersection of Canton Center Rd. and Ford Rd. to permit overlap phases for northbound and southbound right turns; maintaining over 25% of the site as open space; and outdoor recreation areas for residents of the development that will include pickleball and bocce.

BACKGROUND AND ANALYSIS:

Location: Southwest corner of Ford Rd. and Gorman Rd., located between Beck Rd. and Canton Center Rd.

Existing Zoning: R-1 and R-3, Single Family Residential

Net Acres: 17.25 acres

Existing Land Use: Residential and vacant

Surrounding Zoning and Land Uses:

North – R-1 (Vacant, single-family residential, and Ford RD Auto Clinic)

South – R-1 (Single-family residential) and R-3 (Cobblestone Ridge)

East – R-1 and R-3 (Single-family residential)

West – R-1 (Single-family residential) and R-3 (Cobblestone Ridge)

Comprehensive Plan: Medium-Low Density Residential (up to 3 dwelling units/acre)

Land Use. Housing for the elderly is a Special Land Use in the R-1 and R-3 districts. Although the R-1 and R-3 districts require housing for the elderly use to comply with Section 6.03(A) (Multiple-Family and Single-Family Attached Residential Requirements), we recommend also applying the requirements of Section 6.03(E) (Housing for the Elderly) which are more comprehensive and appropriate for the use. The applicable standards and proposed modifications are noted below.

Schedule of Regulations and Modifications. The following modifications to Zoning Ordinance requirements are proposed on the PD plans and are required in the PD Agreement:

- Maximum building length (461 ft. proposed for the main building; 150 ft. permitted by Sec. 6.03(A) and 350 ft. permitted by Sec. 6.03(E)). Although 461 ft. is the longest dimension between any 2 ends, the longest uninterrupted building wall is under 150 ft. long.
- Maximum building height (42.83 feet proposed for 3-story portion of the main building; a maximum height of 3 stories/35 feet permitted by Section 6.03(E) and the R-1 zoning district). The building height is calculated by the average height between the eave (34.4 feet) and the ridge at its highest point (51.25 feet). The portion of the main building that is 3 stories is will be located 163 feet from the Ford Road right-of-way, 110 feet from the Gorman Road right-of-way, about 190 feet to the southern lot line, and about 280 feet from the western lot line. Finally, the ridge height of the 3-story building that is 51.25 feet is located in the center portion of the building facing northeast, and the ridge height of the remaining areas of the 3-story building is 44.75 feet.
- Masonry percentage on the building elevations (25% masonry proposed for the buildings; 50% masonry required). The remainder of the buildings will consist of 25% vinyl siding and 50% Hardie siding).
- Wetland setbacks (less than 25 feet proposed from any wetlands that will remain).

The main building will meet the minimum front yard setbacks (60 feet) and rear yard setbacks (60 feet) for a 3-story housing for the elderly use, which are greater than the required setbacks of the underlying R-1 and R-3 zoning district. The 2-unit elderly cottage buildings will meet the minimum driveway length (22 feet) and side separation between units (30 feet) of Section 6.03(A), as well as the minimum rear yard setbacks (50 feet) for a 1-2-story housing for the elderly use.

Traffic Impact. The site will be accessed by a single drive via Gorman Road, with an emergency drive proposed along Ford Road. The project sponsor has submitted a Traffic Impact Assessment (TIA). The TIA has been reviewed by Canton Township's transportation

engineering consultant (WadeTrim). The TIA is dated October 9, 2020, with supplements dated October 29, 2020 and November 23, 2020, and WadeTrim's letter is December 3, 2020. Because of the closures of schools and many other facilities when the TIA was prepared, traffic counts were based on a traffic impact study that was prepared in 2019 for a different development nearby. Therefore, the preparer used the latest counts available and made adjustments according to traffic engineering standards. Based on the TIA materials and WadeTrim's letter, the number of AM/PM peak hour trips of the proposed housing for the elderly use appear to be comparable to the number of AM/PM peak hour trips of the site if it were developed for single-family residential use at 3 units per acre in accordance with the Comprehensive Plan. WadeTrim's review letter concludes that the traffic generated by the proposed facility is minor, its impact on the surrounding roadways is minimal, and that capacity deficiencies currently exist throughout the Ford Road corridor west of Canton Center Road and are considered regional and beyond the scope and context of the study.

The applicant has also submitted its plan materials to Wayne County and the Michigan Department of Transportation (MDOT), and we recommend that any recommendation of Preliminary PDD approval include a condition that all requirements of Wayne County and MDOT be satisfied prior to review of the Final PDD.

Finally, as previously noted, the applicant proposes the following definite benefits:

- Addition of northbound and southbound right turn lights at the intersection of Canton Center Rd. and Ford Rd. to permit overlap phases for northbound and southbound right turns as a definite benefit; and
- Reconstruction of the Gorman Road approach at Ford Road to 3 lanes, with dedicated right- and left-turn lanes from Gorman Rd. onto Ford Rd.

Density. While there is not a specific project density called for in Section 6.03(A) of the Zoning Ordinance, Section 6.03(E) (Housing for the Elderly) requires 2,500 sq. ft. of site area for each efficiency/1-bedroom unit and 3,000 sq. ft. of site area for each 2-bedroom unit. Based on the proposed unit calculations on Sheet SP-1, the net site area of 17.25 acres is larger than the required site area for the proposed 224 units. The residential density of Monark Grove is within the range of recently-approved housing for the elderly uses (Bickford on Canton Center Rd., Hampton Manor on Ford Rd., and Antioch on Sheldon Rd.).

Market Analysis. The applicant's market analysis shows a need and demand for senior housing in Canton, including independent living, assisted living, and memory care services.

Sidewalks and Pedestrian Access. In addition to the required sidewalks along the parcel frontages of Ford Rd. and Gorman Rd., the plans propose sidewalks along the internal drive (including sidewalks directly in front of each cottage unit). There are also interior sidewalks that connect the main building to the sidewalks along the roads. Finally, as previously noted, the applicant proposes to extend the sidewalk along the south side of Ford Rd. eastward about 620 feet to connect to the existing sidewalk in front of Belle Tire. This extension will allow residents of Monark Grove to walk to the Village Centre commercial development.

Architecture and Lot Layout. The conceptual architectural renderings submitted show a

mix of brick, vinyl siding, and cement board siding (Hardie). According to the materials, the applicant is proposing a French country architectural theme.

Landscaping and Natural Features. A landscape plan is not required at the time of Preliminary Planned Development review, so few details are shown at this time. Due to proposed grading and filling in wetland areas, the applicant must obtain approval from the Michigan Department of Environment, Great Lakes, and Energy (EGLE). A tree survey will also be required at the time of site plan review. However, the plans propose to preserve a 40-foot natural area buffer along the south and west sides of the site.

Parking. The proposed parking lots include 40 more spaces than are required by the Zoning Ordinance, which are labeled as “landbank parking” along Ford Road. We recommend that the plans state that the landbank parking is not permitted without explicit approval from the Planning Commission at site plan review, as we believe this parking may be unnecessary.

The cottage buildings include an attached 2-car garage for each unit, which are required by Section 6.03(A) of the Zoning Ordinance, and the driveway depths allow for additional parking in the driveway without overhanging onto the sidewalk. Additionally, the 30-foot width of the internal road is wide enough to allow on-street parking where permitted.

PD Agreement. The PD Agreement is consistent with the Township’s template Agreement, and the Township Attorney has reviewed the Agreement. The Agreement must be updated to include all of the definite benefits and schedule of modifications. We also recommend modifying the Agreement to include the age restrictions proposed in the application materials.

- **Community Planner’s Recommendation:** Preliminary approval of the Monark Grove Planned Development District, subject to the requirements of Wayne County and MDOT being satisfied prior to review of the Final PDD, updating the PD Agreement to include the definite benefits, schedule of modifications, and proposed age restrictions, that the plans and PD Agreement state that the landbank parking is not permitted without explicit approval from the Planning Commission at site plan review, and that the exterior materials of the buildings comply with the Zoning Ordinance requirement for 50% masonry.
- **Planning Commission’s Recommendation:** At its meeting on December 7, 2020, the Planning Commission voted 6-1 to recommend preliminary approval of the Monark Grove Planned Development on tax parcel nos. : 062-99-0004-000, 062-99-0005-000, 036-01-0003-003, 036-01-0003-005, 036-01-0003-006, 036-01-0004-001, 036-01-0004-002, and 036-01-0005-000 010-99-0013-000, as provided in the Planned Development Agreement and plan documents, subject to: (1) the requirements of Wayne County and MDOT being satisfied prior to review of the Final PDD; (2) updating the PD Agreement to include the definite benefits, schedule of modifications, and proposed age restrictions; (3) that the plans and PD Agreement state that the landbank parking is not permitted without explicit approval from the Planning Commission at site plan review; and (4) that the exterior materials of the buildings comply with the Zoning Ordinance requirement for 50% masonry.

STRATEGIC PLAN/GOALS: N/A

ACTION REQUESTED: Approve the Monark Grove Preliminary Planned Development District on tax parcel nos. : 062-99-0004-000, 062-99-0005-000, 036-01-0003-003, 036-01-0003-005, 036-01-0003-006, 036-01-0004-001, 036-01-0004-002, and 036-01-0005-000 010-99-0013-000, as provided in the Planned Development Agreement and plan documents, subject to: (1) the requirements of Wayne County and MDOT being satisfied prior to review of the Final PDD; (2) updating the PD Agreement to include the definite benefits, schedule of modifications, and proposed age restrictions; (3) that the plans and PD Agreement state that the landbank parking is not permitted without explicit approval from the Planning Commission at site plan review; and (4) that the exterior materials of the buildings comply with the Zoning Ordinance requirement for 50% masonry.

BUDGET IMPLICATION & ACCOUNT NUMBER: N/A.

IMPLEMENTATION PLAN: N/A.

MUNICIPAL SERVICES DIRECTOR'S RECOMMENDATION: Approval

ENGINEERING SERVICES DIVISION'S RECOMMENDATION: Approval of Preliminary PDD, subject to outside agency permitting and engineering plan review.

FIRE MARSHAL'S RECOMMENDATION: Approval of Preliminary PDD, subject to water supply and flow requirements being satisfied during site plan review.

BUILDING OFFICIAL'S RECOMMENDATION: N/A.

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: N/A.

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

RESOLUTION OF
BOARD OF TRUSTEES
CHARTER TOWNSHIP OF CANTON, MICHIGAN

Approval of the Preliminary Planned Development District for Monark Grove

WHEREAS, the Project Sponsor has requested preliminary approval of a Planned Development District for Monark Grove, located at the southwest corner of Ford Rd. and Gorman Rd. which is located between Beck Rd. and Canton Center Rd.; and,

WHEREAS, the Planning Commission reviewed the Preliminary Planned Development Plan and draft Planned Development Agreement, voted 6-1 to recommend approval of the request, as it meets the criteria for a Planned Development and results in definite benefits to the community;

NOW THEREFORE BE IT RESOLVED, the Board of Trustees of the Charter Township of Canton, Michigan does hereby approve the Monark Grove Preliminary Planned Development District on tax parcel nos. : 062-99-0004-000, 062-99-0005-000, 036-01-0003-003, 036-01-0003-005, 036-01-0003-006, 036-01-0004-001, 036-01-0004-002, and 036-01-0005-000 010-99-0013-000, as proposed in the Planned Development Agreement and plan documents, subject to: (1) the requirements of Wayne County and MDOT being satisfied prior to review of the Final PDD; (2) updating the PD Agreement to include the definite benefits, schedule of modifications, and proposed age restrictions; (3) that the plans and PD Agreement state that the landbank parking is not permitted without explicit approval from the Planning Commission at site plan review; and (4) that the exterior materials of the buildings comply with the Zoning Ordinance requirement for 50% masonry

ATTACHMENTS:

1. Planning Commission Minutes
2. Zoning Map and Location Map
3. PDD Plan
4. Applicant Project Description
5. Traffic Impact Assessment and WadeTrim Review
6. Market Analysis & Fiscal Impact Analysis
7. Proposed PDD Agreement
8. Proposed Project Timeline from Applicant
9. Sanitary Sewer Study and Capacity Analysis

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: January 12, 2021

AGENDA ITEM #G-5

ITEM: Consider Awarding Bid and Approve Purchase Order for Exterior Painting of Public Works Building

PRESENTER: Jade Smith, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None anticipated

EXECUTIVE SUMMARY: On December 3, 2020 bids were returned for exterior painting of the Canton Public Works building. Ten (10) bids were received with TN Construction coming in lowest. References have been checked and Canton Municipal Services/Public Works is recommending TN Construction LLC in the amount of \$49,000.

BACKGROUND INFORMATION: In 2001 The Public Works building was improved and expanded, at this time the entire building and exterior walls were painted. Since this time the paint has become dull, reached its serviceable life and requires re-painting.

STRATEGIC PLAN/GOALS: Improve and protect Infrastructure.

ACTION REQUESTED: Award the bid for paint replacement at Canton DPW and approve Purchase Order for TN Construction LLC in the amount of \$49,000.

BUDGET IMPLICATIONS & ACCOUNT NUMBER:

For Capital Improvements, funds were budgeted for in 2021 in the following accounts:

Capital Outlay Buildings and Improvements (592-536.970_0020)	\$24,500
Capital Outlay Buildings and Improvements (592-537.970_0020)	\$24,500

IMPLEMENTATION PLAN: Upon Approval, Public Works will enter a Purchase order in the amount of \$49,000 and notify TN Construction LLC of Shelby Township of Bid award.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

1. I move to approve a Purchase Order and Award bid for paint replacement at Canton DPW to TN Construction LLC, in the amount of \$49,000

ATTACHMENTS:

1. TN Construction Bid form
2. Bid Tabulation

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: January 12, 2021

AGENDA ITEM #G-6

ITEM: Consider Purchase of Water Meters and Metering Control Devices for 2021

PRESENTER: Jade Smith, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: In order to supply and maintain water service for residential and commercial accounts, The Public Works Division maintains an inventory of supplies. This inventory is replenished yearly in order to meet projections for the upcoming year. Equipment such as water meters and radio read transceivers (MXU) are installed for new projects and also replaced as equipment wears out.

The Public Works Division continues an on-going replacement program for older meters and MXU devices. This on-going program allows for older, less accurate devices to be replaced with new accurate devices that provide less water loss in our system. Canton's 24,000 plus active water accounts are now all equipped with radio read devices which allow a streamlined, less labor intensive collection of meter data.

In the past, Canton has purchased from Etna Supply Company, a sole source supplier for Sensus meters and equipment. For this reason, we are requesting a waiver of the purchase policy requirements to solicit bids. Most of the unit prices stayed the same for 2021 compared to last year. The total value of the inventory required for 2021 is \$656,465.

BACKGROUND: Nothing additional

STRATEGIC PLAN/GOALS: Projections indicate that several new residential developments, as well as condominiums and commercial buildings will be constructed in 2021. All new sites will require a water meter and MXU to be installed to accurately measure water consumption. Our on-going maintenance procedures also include monitoring and maintaining present equipment and replacing ineffective equipment when necessary. Many of the MXU devices in this community are starting to reach their serviceable life, and will need to be replaced this year.

ACTION REQUESTED: Accept the quote from Etna Supply Company and approve a purchase order not to exceed \$656,465. The Public Works Division proposes to purchase; (100) 5/8x3/4inch Iperl water meters, (400) 1 inch Iperl meters, (400) 1" angle meter stops, (400) 1" meter couplings, (30) 2 inch Omni T2 meters, (4) 3 inch Omni T2 meters, (4) 4 inch Omni T2 meters, (1) 6 inch Omni T2 meters, (3,000) Radio Read Transceiver Units (MXU), and associated maintenance equipment and supplies during the 2021 calendar year.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: The funds for this purchase are budgeted in account #592-536.939 (Inventory Purchased). Revenue offsets a significant amount of this cost from new developments.

IMPLEMENTATION PLAN: Upon approval by the Board of Trustees, the Finance Department will contact the Etna Supply Company 529-32nd Street S.E. Grand Rapids, MI 49548-2392

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to accept the quote from Etna Supply Company and approve a purchase order not to exceed \$656,465 and authorize the Public Works Division to purchase the necessary meter equipment and supplies. I further move to waive the Finance Purchasing Policy requiring formal bids, as these items are supplied under a sole-source contract through the Etna Supply Company.

ATTACHMENTS:

1. 2021 Etna Supply Company Quote

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: January 12, 2021

AGENDA ITEM #G-7

ITEM: Consider Approval of Engineering Services and Purchase Order to OHM Advisors for Water Storage Analysis

PRESENTER: Jade Smith, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: The Charter Township of Canton is exploring the benefits of potentially joining a new Western Wayne County Water Authority. Membership in this new Water Authority will require executing a legal agreement creating the Authority and collaboration with the three other potential members, City of Livonia, City of Westland, and Northville Township on system operations. For the new Water Authority to realize benefits of reduced GLWA revenue requirements a new 3 million gallon water storage facility is needed.

Municipal Services/Public Works desires to have an evaluation performed so a recommendation can be made to the Canton Board of Trustees on whether it is better to join the potential Water Authority or to make additional improvements to their current system without an Authority.

BACKGROUND: N/A

STRATEGIC PLAN/GOALS: Provide recommendation to Canton Board of Trustees on the best options to provide water service to Canton residents, by joining a regional Authority or making improvements to Cantons existing water system.

ACTION REQUESTED: Consider approval for Engineering Services with OHM to perform a water storage analysis in an amount not to exceed \$12,500.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Account 592-536.801_0040 (Contractual Professional Services Engineering) contains adequate funds for the water storage analysis.

IMPLEMENTATION PLAN: Upon approval, the contract will be signed with OHM and a Purchase Order created.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTORS RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to approve a Contract and Purchase Order in an amount not to exceed \$12,500 for Professional Engineering services with OHM Advisors to perform a water storage analysis.

ATTACHMENTS:

1. OHM Scope of Services

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: January 12, 2021

AGENDA ITEM #G-8

ITEM: Consider Approval of a Budget Amendment and Purchase Order to A3C Architects for the Architectural Design and ADA Improvements for the Capital Improvement Plan

PRESENTER: Greg Hohenberger, Leisure Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: Canton Township currently holds a service contract with A3C Architects for assistance in General Architectural Design of Canton owned facilities. Leisure Services staff is recommending A3C Architects for the architectural design including ADA for the Capital Improvement Plan (CIP) projects. A3C Architects have previously determined the ADA needs within the Canton owned facilities as part of the ADA Transition Plan. The total cost for capital upgrade designs including ADA improvements is \$42,692 (Attachment A.) Additionally, a budget amendment will be necessary for the projects that were originally budgeted for 2020.

BACKGROUND:

With the adoption of the ADA Transition Plan at the September 24, 2019 Board Meeting, A3C was the selected contractor to determine ADA needs within Canton owned facilities and sites. This includes the 2019 ADA Improvements made at the Summit on the Park and the Township Administration Building. On October 24, 2019, a Request for Proposal was advertised for General Architectural Services for Canton Township building designs. A selection committee comprised of Leisure Services and Finance staff interviewed and scored the nine companies who submitted proposals. Of the nine companies, the selection committee decided to select two companies for the contract, A3C Architects and Partners in Architecture.

Many projects within the Capital Improvement Plan (CIP) require architectural services. A3C is being recommended to assist in the architectural designs including ADA building improvements at Canton Township Facilities under the CIP program including:

CIP Project Number	Location for ADA Bldg Assessment	Project Budget	Account Number	Project Fee
200037	Victory Park	54,451.00	401-755.970_0025	7,250.00
200039	Fire Station 3	48,311.00	206-336-50.970_0025	6,543.00
200047	Fellows Creek	35,286.00	401-772.970_0025	5,006.00
200056	DPW Building	29,085.00	592-536/537 .970_0025	4,251.00
200066	Village Theater	19,484.00	401-761.970_0025	3,041.00
200071	Griffin Park	14,408.00	401-752.970_0025	2,370.00
200075	Fire Station#1	12,484.00	206-336-50.970_0025	2,109.00
200084	Independence Park	9,965.00	401-752.970_0025	1,757.00
200085	Human Services Building	9,035.00	401-261.970_0025	1,624.00
210034	Parks/Golf Maintenance	22,523.00	401-752.970_0025	3,430.00
210025	Pheasant Run	35,333.00	401-773.970_0025	5,011.00
	Contingency		401-755.970_0025	300.00
Totals		290,365.00		42,692.00

STRATEGIC PLAN/GOALS: Meet the diverse needs of the community and improve infrastructure

ACTION REQUESTED: Approve a budget amendment and purchase order in the amount of \$42,692 for the CIP building improvements including ADA to A3C Architects, 115 ½ E. Liberty Street, Ann Arbor, MI 48104

BUDGET IMPLICATIONS & ACCOUNT NUMBER: The following budget amendments for the total project are necessary:

Increase Expenditures:

401-755.970_0025	Capital Outlay ADA Improvements	54,451.00
206-336-50.970_0025	Capital Outlay ADA Improvements	60,795.00
401-772.970_0025	Capital Outlay ADA Improvements	35,286.00
592-536.970_0025	Capital Outlay ADA Improvements	14,543.00
592-537.970_0025	Capital Outlay ADA Improvements	14,542.00
401-761.970_0025	Capital Outlay ADA Improvements	19,484.00
401-752.970_0025	Capital Outlay ADA Improvements	24,373.00
401-261.970_0025	Capital Outlay ADA Improvements	9,035.00

Increase Revenues:

401-000.695	Fund Balance Appropriation	142,629.00
206-000.695	Fund Balance Appropriation	28,437.00
592-000.695	Fund Balance Appropriation	29,085.00

Decrease Expenditures:

206-336-50.999	Transfers to fund Balance	32,358.00
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IMPLEMENTATION PLAN: Upon Board approval, the budget amendments will be made and a purchase order will be generated.

DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

- 1) I move to amend the total project budget as follows:

Increase Expenditures:

401-755.970_0025	Capital Outlay ADA Improvements	54,451.00
206-336-50.970_0025	Capital Outlay ADA Improvements	60,795.00
401-772.970_0025	Capital Outlay ADA Improvements	35,286.00
592-536.970_0025	Capital Outlay ADA Improvements	14,543.00
592-537.970_0025	Capital Outlay ADA Improvements	14,542.00
401-761.970_0025	Capital Outlay ADA Improvements	19,484.00
401-752.970_0025	Capital Outlay ADA Improvements	24,373.00
401-261.970_0025	Capital Outlay ADA Improvements	9,035.00

Increase Revenues:

401-000.695	Fund Balance Appropriation	142,629.00
206-000.695	Fund Balance Appropriation	28,437.00
592-000.695	Fund Balance Appropriation	29,085.00

Decrease Expenditures:

206-336-50.999	Transfers to fund Balance	32,358.00
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- 2) I further move to approve a purchase order for the Architectural Design and ADA Improvements for the Capital Improvement Plan to A3C Architects 115 ½ E. Liberty Street, Ann Arbor, MI 48104 in an amount of \$42,692 to be paid from the following CIP accounts:

Account Number	Project Fee
401-755.970_0025	7,250.00
206-336-50.970_0025	6,543.00
401-772.970_0025	5,006.00
592-536/537 .970_0025	4,251.00
401-761.970_0025	3,041.00
401-752.970_0025	2,370.00
206-336-50.970_0025	2,109.00
401-752.970_0025	1,757.00
401-261.970_0025	1,624.00
401-752.970_0025	3,430.00
401-773.970_0025	5,011.00
401-755.970_0025	300.00
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	42,692.00
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ATTACHMENT:

Attachment A – A3C Proposal

CANTON COMMUNITY
REQUEST FOR BOARD ACTION

MEETING DATE: January 12, 2021

AGENDA ITEM # G-9

<u>ITEM:</u> RECONSIDERATION OF STEP INCREASES FOR PART TIME, VARIABLE HOUR AND SEASONAL EMPLOYEES FOR 2021

PRESENTER: Anne Marie Graham-Hudak

INDIVIDUALS IN ATTENDANCE: N/A

EXECUTIVE SUMMARY

On December 8, 2020, the Township Board acted on the part time wage scale approving the updated rates for the PSA position while also limiting the January 1st annual step increases for part-time, seasonal and variable hour employees to only those employees that worked a minimum of 480 hours between January 1st and November 28th (2020). Part-time/variable hour employees who met the hour's requirement approved by the December 8th RBA received their step increases on January 1, 2021. Seasonal employees who met the hour's requirement were scheduled to receive their increase upon their return for the 2021 season.

With this RBA, the Board is asked to reconsider a separate board action that would ensure part-time and variable employees who worked any hours in 2020 receive a step increase on 1/1/21. Seasonal employees would receive their annual increase when/if they return in the 2021 season.

The wage scale will remain as previously presented to the board on December 8th.

BACKGROUND INFORMATION:

Background information provided in the executive summary.

ACTION REQUESTED: Approve the request to process the annual step increase for all part-time and variable hour employees who worked any hours in 2020. Step increases would be retroactive to 1/1/21. Seasonal employees would receive their annual increase when/if they return for the 2021 season.

BUDGET IMPLICATIONS & ACCOUNT NUMBER:

IMPLEMENTATION PLAN: Once approved, Human Resources will process the step increases and work with Finance to make any necessary adjustments retroactive back to January 1, 2021.

DIRECTOR'S RECOMMENDATION:

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to approve the 1/1/21 step increases for part-time and variable hour employees who worked any hours in 2020. I also move to approve that seasonal employees who return in 2021, receive a step increase over their previous step, upon their return.