

**CITY OF DEXTER
PLANNING COMMISSION
WORK SESSION
MONDAY, MARCH 7, 2016**

I. CALL TO ORDER AND ROLL CALL:

The meeting was called to order at 6:07 PM by Planning Commission Chairman Kowalski at the Dexter Senior Center located at 7720 Ann Arbor Street in Dexter, Michigan.

Matt Kowalski
Jack Donaldson
James Smith

Thomas Phillips-
Alison Heatley
Scott Stewart-AB

Jim Carty
Marni Schmid
Tom Stoner-arr 6:32

Also present: Michelle Aniol, Community Development Manager; Carol Jones, Interim City Clerk; Laura Kreps, Carlisle Wortman Associates; Patrick Droze, Orchard, Hiltz & McCliment, residents and media.

II. ZONING ORDINANCE UPDATE:

District Use Table
Article VIII, Special Land Use
Article XXI, Site Plan Review
Article XXIII, Ordinance Amendments
Site Condominium Standards

Laura Kreps from Carlisle Wortman Associates reviewed the Use Table. Areas discussed in particular were agricultural uses (which was removed); B&B, short term rentals and temporary lodging; and adding Food Pantry in Institutional as a category. Discussion followed on the remaining categories.

III. ADJOURNMENT

Chairman Kowalski adjourned the meeting at 6:55 PM

Respectfully submitted,

Carol J. Jones
Interim Clerk, City of Dexter

Approved for Filing: _____

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**CITY OF DEXTER
PLANNING COMMISSION
REGULAR MEETING
MONDAY, MARCH 7, 2016**

I. CALL TO ORDER AND ROLL CALL:

The meeting was called to order at 7:03 PM by Planning Commission Chairman Kowalski at the Dexter Senior Center located at 7720 Ann Arbor Street in Dexter, Michigan with roll call.

Matt Kowalski
Jack Donaldson
James Smith

Thomas Phillips
Alison Heatley
Scott Stewart

Jim Carty
Marni Schmid
Tom Stoner

Also present: Michelle Aniol, Community Development Manager; Justin Breyer, Assistant to the City Manager; Carol Jones, Interim City Clerk; Shawn Keough, City Mayor; Jim Carson and Donna Fisher, City Council Members; Laura Kreps, Carlisle Wortman; Patrick Droze, Orchard, Hiltz & McCliment; Paul Evanoff, JJR; residents and media.

II. APPROVAL OF THE MINUTES

1. Work Session – February 1, 2016
2. Regular Meeting – February 1, 2016

Motion Smith; support Donaldson to approve the minutes of the Work Session of February 1, 2016 and the Regular Meeting of February 1, 2016 with two corrections:

- Work Session, Call to Order, attendance Justine Breyer should be Justin Breyer.
- Regular Minutes, page 5, last sentence in New Business A, CIP the word marketing should not be capitalized.

Unanimous voice vote approval.

III. APPROVAL OF THE AGENDA

Motion Smith; support Donaldson to approve the agenda with the following additional information:

- Updates to the CIP.
- Letter from MMB Equities LLC regarding the Grandview Commons Planned Unit Development.

Unanimous voice vote approval.

IV. PUBLIC HEARING(S)

A. PUD-AP 2016-01 Grandview Commons – Public hearing to consider a Planned Unit Development (PUD) Petition and Area Plan, submitted by Steve Brouwer, on behalf of MMB Equities, LLC for a mixed-residential development at the southwest corner of Grand Street and Baker Road (7931 Grand Street; Parcel ID 08-08-06-155-001, 7905 Grand Street; Parcel ID 08-08-06-427-001 and Vacant Baker Road; Parcel 08-08-06-427-002). Discussion and possible action following public hearing.

Planning consultant, Laura Kreps from Carlisle Wortman reported on the plans for the Grand Street property and that it meets the Master Plan.

City engineer, Patrick Droze from Orchard, Hiltz & McCliment commented on the Baker Road Right-of-Way distance currently on the books. Other comments from Mr. Droze are included in his report.

Community Development Manager, Ms. Aniol gave the following report regarding the Grandview Commons project:

- There is a mid block crossing of Baker Road currently and Planning Commission may want to consider an additional crossing in this area.
- Planning Commission will want to determine the width of the sidewalk and path.
- ~~The old~~ Baker Road ~~Right of Way~~ has a planned Right-of-Way of ~~is~~ 120 feet. The Planning Commission May ~~may~~ want to look at changing that to 99 feet.
- Lighting standards need to be addressed by the DDA.
- Water main installation along Grand Street would be a benefit to the public.
- The ~~Dire~~-Fire Department does have concerns with the road widths within the project for their equipment.

Presentation by the Developer, MMB Equities – Steve Brouwer and Allison Bishop – presented an aerial view and orientation of the property and highlighted some of its features which include a path to Mill Creek Park, 26 foot wide roads, and parallel parking along Grand Street. They did state that they would not reconstruct Grand Street.

Public Hearing

Chairman Kowalski opened the Public Hearing at 7:47 PM. There was one resident, Steve Nicolich of 3265 Eastridge, Dexter, inquired of the impact on water supply of the City. At his home the pressure is already low. There were no other speakers and the Public hearing was closed at 7:49 PM.

Motion Phillips; support Carty based on the information provided by the applicant and reflected in the minutes of this meeting, the Planning Commission moves to postpone action on the PUD-AP 2016-01 Grandview Commons Planned Unit Development (PUD) Petition and Area Plan, received by the city on February 1, 2016 until April 4, 2016 to allow the applicant more time to address the following:

1. Outstanding issues noted by staff, the engineering and planning consultants, and DAFD;

2. Begin negotiations for the development agreement; and
3. Additional Planning Commission items.

Planning Commission Comments:

Phillips – At the pre-application meeting it was noted that the site plan lacked open recreation space, more density than reviewers would like to see, and make changes in the elevation of the buildings. The site plan presented tonight has not changed since the pre-application meeting. Would like the model to show what the development would look like off of Baker Road.

Carty – Echoed Mr. Phillips comments. He likes some of the plan such as the townhouses which are very attractive. However, the apartment buildings are massive and don't fit the character of the City. The duplexes seem out of place. The density is almost overwhelming for the site.

Smith- The duplexes are at odd angles on the plan where other buildings are squared up. Not consistent with public benefit.

Kowalski – Support the development with the mix of units, the Grand Street frontage, and in line with redevelopment plans. Public benefit needs to be there in order to support a PUD. Don't have a problem with the density. The view of the park land is very limited. There is a need for sidewalk improvements, -to know what trees could be saved and the need for improvements at the Grand Street crossing of Baker Road. This is the largest re-development ever in the Village/City and we need more information. The Grand Street reconstruction is an issue.

Heatley – Since this is my expertise, I question the placement of the water lines. Why not come off of Grand Street? (Mr. Brouwer explained the location of lines and utilities to the units.)

Donaldson – In general I am in favor of the development; getting rid of the old buildings and cleaning up the area. It is better to put the water mains down Grand instead of looping them through the property. I favor partial reconstruction and paving of Grand Street.

[Phillips and Carty clarified that their comments regarding density did not pertain to the number of units, but the scale and massing of the proposed 12-unit buildings.](#)

Ayes: Phillips, Carty, Donaldson, Heatley, Schmid, Steward, Stoner, Smith and Kowalski

Nays: None

Motion carries

V. PRE-ARRANGED PARTICIPATION

None

VI. REPORTS

A. Chairman Report – Matt Kowalski

None

B. Planning Commissioners and Council Ex-Officio Reports

None

C. Community Development Office Reports – Michelle Aniol

Ms. Aniol provided her report in the packet. In addition she provided the Commission with information on PUD (Planned Unit Development) Regulations for the City and the following updates:

- The Dairy Queen and A&W opened on March 1.
- Hotel Hickman is coming along on their remodeling and will have a Grand Opening in April.
- The Huron Camera property has been sold. I haven't connected yet with the new owners yet.
- Met with Jack Savas of Strawberry Alarm Clock and Marilyn from MEDC (Michigan Economic Development Corporation) regarding financing. The project doesn't fit in MEDC guidelines but needs gap financing. Looking to run his developing business plan through WCC.
- Mill Creek Sports building – agreement still being worked on. The property will not be coming into the City. I thought that any changes on the property would require a new site plan, but that is not the case.

VII. CITIZENS WISHING TO ADDRESS THE COMMISSION

Scott Ramsay of 2937 Baker Road, Dexter is interested in being able to keep the parking that he now uses on his property next to the property purchased by Mr. Brouwer. (Michelle has spoken to the developer regarding this and may need further discussion.)

Joy Gee, 2924 of Dongara, Apt. 109, Dexter asked the Commission to consider affordability of housing for an aging population.

VIII. OLD BUSINESS

None

IX. NEW BUSINESS

- A. **CSPR 2016-01 Dextech Phase 2 Expansion** – Combine preliminary and final Site plan review to consider a 40,000 sq. ft. building expansion at 2110 Bishop

Circle East. Discussion and possible action.

Ms. Kreps of Carlisle Wortman reviewed the comments regarding parking, loading, site access and circulation, landscaping and lighting. Ms. Kreps indicated that the plan is approved with two recommendations regarding trees and wall-mounted light fixtures.

Mr. Droze of Orchard, Hiltz & McCliment

Motion Smith; support Carty based on the information provided by the applicant and reflected in the minutes of this meeting, and pursuant to Section 21.04, sub-section E6 Planning Commission Action, the Planning Commission recommends that City Council approve CSPP 2016-01 Dexter Fastener Technologies Phase 2 Building Addition Combined Preliminary and Final Site Plan, dated February 2, 2016 for a 41,073 square foot building addition to the existing 322,625 square foot manufacturing facility, located at 2100 Bishop Circle East.

In making this determination, the following conditions shall apply:

1. Concerns noted in the OHM review dated, February 24, 2016;
2. Concerns noted in the CWA review dated, February 11, 2016;
3. Concerns noted in the DAFD review dated, February 8, 2016; and
4. Include a landscape plan.

Ayes: Phillips, Carty, Donaldson, Heatley, Schmid, Smith, Stewart, Stoner, and Kowalski.

Nays: None

Motion carries

B. CIP FY 2016-2017 - Review draft CIP and consider scheduling the public hearing for April 4, 2016.

Ms. Aniol gave an update to the CIP including cost breakdown of categories. There are 84 total projects in the CIP. The rating of projects is what is used to budget for in FY 2016-2017.

Motion Smith; support Stewart to set a Public Hearing on the CIP for April 4, 2016 which includes the removal of the proposed public path extension in project 2.01.

Ayes: Phillips, Carty, Donaldson, Heatley, Schmid, Smith, Stewart, Stoner, and Kowalski.

Nays: None

Motion carries

X. PROPOSED BUSINESS FOR NEXT AGENDA – APRIL 4, 2016

A. Work Session

1. Zoning Ordinance amendments regarding oil and gas drilling operations.

B. Regular Meeting

1. PUD-AP 2016-01 Grandview Commons

2. Public hearing to consider FY 2016-2021 CIP

XI. CITIZENS WISHING TO ADDRESS THE COMMISSION

Donna Fisher of 3035 Inverness, Dexter stated that she appreciates the diligence of the Planning Commission as that helps me on the City Council.

Jim Pruitt, media representative from We Love Dexter, announced that his will be his last meeting as he has a new job in Ohio.

XII. ADJOURNMENT

Motion Donaldson; support Smith to adjourn at 9:06 PM.

Unanimous voice vote approval.

XIII.COMMUNICATONS

None

Respectfully submitted,

Carol J. Jones
Interim Clerk, City of Dexter

Approved for Filing: _____

City of Dexter, Michigan

FY 2016-2021 Capital Improvements Plan

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APPENDICES

- A. Project and Fund Summary

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City of Dexter, Michigan FY2016-21 Capital Improvements Plan

Work sessions held on	October 16, 2015(DDA) December 4, 2015 (PC) January 5, 2015 (PC) February 2, 2015 (PC)
Presented to the Planning Commission Public Hearing held on	March 7, 2016 April 4, 2016 (anticipated)
Adopted by the Planning Commission on	April 4, 2016 (anticipated)
Accepted by the City Council on	April 11, 2016 (anticipated)

EXECUTIVE SUMMARY

OVERVIEW

This capital improvements plan (CIP) outlines a schedule of public service expenditures over the ensuing six-year period (fiscal years 2016-2021) and beyond. The CIP does not address all of the capital expenditures for the City, but provides for large, physical improvements that are permanent in nature, including the basic facilities, services, and installations needed for the functioning of the community. These include transportation systems, utilities, municipal facilities and other miscellaneous projects.

To qualify for inclusion into the CIP, a project must meet the following standards:

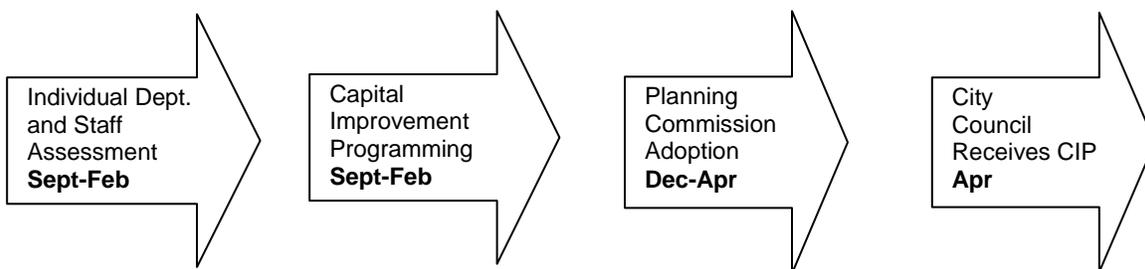
- Be consistent with 1) an adopted or anticipated component of the City’s master plan, 2) a state or federal requirement, or 3) a City Council approved policy; and
- Constitute permanent, physical or system improvements, or significant equipment purchases, with a minimum project cost of \$10,000 (in most cases); and
- Add to the value or capacity of the infrastructure of the City.

Projects that are considered operational, maintenance or recurring are excluded, except when a limited duration project, which are included.

Preparation of the capital improvements plan is done under the authority of the Municipal Planning Commission Act (PA 33 of 2008), as amended. It is the City Planning Commission’s goal that the CIP be used as a tool to implement the City’s Master Plan and assist in the City’s financial planning.

The capital improvements plan proposes project funding relative to the anticipated availability of fiscal resources and the choice of specific improvements to be achieved throughout the five-year plan. Throughout this document you will see references to the Planning Department. This consists of the Planning Commission and the Community Development Manager.

THE CAPITAL IMPROVEMENTS PLAN PROCESS AND TIMELINE



Executive Summary (cont'd)

ORGANIZATION OF CONTENT

The Capital Improvements Plan is divided into two sections:

Section 1.0 – Capital Improvements Programming

- 1.1 Introduction
- 1.2 Program Summary
- 1.3 Program Goals Policies
- 1.4 Program Funding

Section 2.0 – FY 2015-16 Capital Improvements Budget

Section 2.1 – FY 2016-2021 Capital Improvements Plan and Project Worksheets

The plan lists individual capital projects categorized by capital program. The following information is included on each project page:

- | | |
|----------------|--------------------------------------|
| · Project name | · Project Description |
| · Project ID | · Project Justification |
| · Project Type | · Beneficial Impacts |
| · Submitter | · Location Map |
| · Priority | · Master Plan or Study References |
| · Total Cost | · Project Schedule and Justification |
| · Year in CIP | · Project Cost Detail |

PROJECT PRIORITIZATION

The City Planning Commission assesses all capital needs and gives each project a priority rating. The rating indicates that a project is one of the following:

- Urgent
 - Corrects an emergency or condition dangerous to public health, safety or welfare;
 - Complies with federal or state requirement whose implementation time frame is too short to allow for longer range planning; or
 - Is vital to the economic stability of the City.
- Important
 - Prevents an emergency or condition dangerous to the public health, safety, or welfare;
 - Is consistent with an adopted or anticipated element of the City master plan, a federal or state requirement whose implementation time frame allows longer range planning, or a council approved policy;
 - Is required to complete a major public improvement (this criterion is more important if the major improvement cannot function without the project being completed, and is less important if the project is not key to the functioning of another project); or
 - Provides for a critically needed community program and/or amenity.
 - Has been identified as a project that meets or is necessary to meet an important community goal, including preservation or enhancement of the public's health, safety and welfare.
- Desirable
 - Provides a benefit the community;
 - Worthwhile if funding becomes available;
 - Can be postponed without detriment to present services; or
 - Validity of planning and validity of timing have been established.

THE TOTALS

A total of 84 projects, including Cooperative and DDA, were carried over or initiated for this year's CIP with a six-year funding need of \$16,649,000 (including \$8,442,000 from DDA, Regional Cooperative Projects, Federal Funding, Grants, and Various Others). Please note there are a variety of funding sources that comprise many projects and totals, therefore for further detail see Project and Fund Summary worksheet within the appendices for more information. Also note that several major projects are not included in total project costs due to unknown costs, completion year and funding source, including the Downtown Property Acquisition, Downtown Façade Improvement, Downtown Crosswalk Maintenance, DTE Sub-Station Decommission/Relocation, Community Park Improvements, Mill Creek Park- Phase 2, Grand Street Trailhead, Playground Equipment-Mill Creek Park, Baker Road Crosswalks at Forest and Grand Streets, City Hall, Fire Department, Road Maintenance-Crush and Shape, Central Street Streetscape, Water Reliability Study and General Plan, Huron Farms Border-to-Border Connection, Central Street Kayak Launch/Trailhead and Wayfinding Signage. The total six-year funding need decreased 7% from the previous year's CIP, which anticipated \$17,991,000 in funding need during fiscal years 2015-2020. The decrease is likely due to the completions of projects, refined construction costs, and a reduced number of newly identified projects.

The chart below indicates the total number of projects for each category, the six-year need and first-year only expenditures:

Category	Number of Projects	Total 6-Year Project Costs (in thousands)	First Year City Expenditures (in thousands)	First Year Total Expenditures (in thousands)
1.0 Downtown Development	14	\$3,565+ unknown	\$750	\$781 + unknown
2.0 Parks & Recreation	7	\$1,505 + unknown	\$145	\$165 + unknown
3.0 Sidewalks	14	\$741 + unknown	\$125	\$277
4.0 Buildings-Grounds-Equipment	8	\$613 + unknown	\$163	\$363 + unknown
5.0 Planning and Zoning	4	\$112	\$49	\$49
6.0 Streets and Alleys	10	\$2,838 + unknown	\$475	\$475 + unknown
7.0 Stormwater	8	\$1,222 + unknown	\$50	\$50 + unknown
8.0 Wastewater System	6	\$1,080	\$175	\$175
9.0 Water System	9	\$3,058 + unknown	\$31	\$46 + unknown
10.0 Cooperative Projects	4	\$1,915+ unknown	\$5	\$5 + unknown
TOTAL	84	\$16,649* + unknown	\$1,968	\$2,386* + unknown

* Total includes DDA, Federal Funding, Grants, Others and cooperative projects.

PRIORITIES

Below is a project breakdown by priority.

Priority	Number of Projects	Percent of Projects
Urgent	1	1%
Important	58	69%
Desirable	22	26%
TBD	3	4%
TOTAL	84	100%

MAJOR PROJECTS

Below is a list of the top ten (10) project expenditures during fiscal years 2016-2021, not including City Hall and Fire Department Facility, which have unknown total costs, and including project priority and funding sources. Based on the total cost of the top 10 projects (\$9,093,000), the top 10 projects constitute 55% of the total funding need over the six year CIP period. Note that Project ID 4.01 City Hall and 4.05 Fire Department Facility are not listed in the top 10 projects. Based on the anticipated project costs of the City Hall and Fire Department Facility it is expected that the top 10 projects would likely be a significant percentage of the total projects when determined.

Project Name	Total Cost (in thousands)	Priority	Funding Sources
9.06-2005 Emergency Storage (2 nd Water Tower)	\$1,300	IMPORTANT	Water Fund DWRP – Federal Aid Loan
6.07-2016 Broad Street Reconstruction	\$1,225	IMPORTANT	Street Fund STP-U – Federal Grant
2.05-2010 Mill Creek Improvements & Construction – Phase 2.1	\$1,220	IMPORTANT	City, MNRTF, Other, Landmark Structure Donation
10.04-2015 Huron Farms Connector	\$1,220	DESIREABLE	Unknown
6.02-2004 Central Street Streetscape & Traffic Calming Improvements	\$813	IMPORTANT	Street Fund DDA-Economic Development Grant STP-U – Federal Grant
1.01-2009 DAPCO Property Redevelopment	\$800	IMPORTANT	DDA Funding, Park Streetscape
9.07-2012 Baker Road Watermain Replacement	\$750	IMPORTANT	Water Fund
1.08-2006 Forest Street Enhancements	\$750	IMPORTANT	DDA
1.04-2007 Baker Road Streetscape Enhancement	\$530	IMPORTANT	DDA Funding(Bond), Federal-Aid-STP-U
1.10-2007 Jeffords Street Extension/Phase II Riverwalk	\$485	DESIREABLE	DDA/Private
TOTAL	\$9,093,000*		

NEW PROJECTS

2 projects are new for this year's CIP.

Project Name	Total Cost	Priority
2.07-2016 Playground Equipment Mill Creek Park	TBD	Desirable
6.07-2016 Broad Street Reconstruction	\$1,225,000	Important
9.09-2016 Water Reliability Study and General Plan	\$21,000	Urgent
TOTAL	\$1,246,000 + unknown	

COMPLETED/AMENDED PROJECTS

The following 6 projects from the FY 2015-2020 CIP have been completed or will be completed before July 1, 2016. Other projects have been amended or revised and may still remain in the CIP. Total projects costs may include funding from State or Federal grants.

Project #	Project Name	Total Cost	Completed/ Amended
2.06-2010	School Property Acquisition	Unknown	Merged with #2.02 Mill Creek Park Phase 2
6.01-2012	DPW Access Drive	\$50,000	To be completed in spring 2016
6.04-2012	Baker Road Streetscape, Pedestrian Impr.	\$550,000	Completed
TOTAL COMPLETED		\$886,000	

PROJECTS REMOVED/AMENDED

Project #	Project Name	Total Cost	Reason
2.02-2013	Dog Park	\$23,000	Lack of support
5.04-2014	Public Participation Plan	\$2,500	Lack of support
10.02-2008	Phase 2 Main Street Underpass Intersection	Unknown	Lack of support
TOTAL		\$25,500	

FUNDING NEEDS AND SOURCES

The six-year funding need is \$16,649,000. The table below summarizes the major categories of funding.

FUNDING SOURCES	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Beyond FY21	TOTAL CIP EXPENDITURES (thousands)
TOTAL	2,386.0	3,920.0	2,621.0	2,220.0	1,672.0	3,901.0	16,649.0
General Fund	1,237.0	1,011.0	43.0	123.0	33.0	88.0	2,535.0
Equipment Replacement	0.0	0.0	0.0	75.0	0.0	0.0	75.0
Street Fund	677.0	314.0	645.0	503.0	690.0	160.0	2,939.0
Sewer Fund	175.0	40.0	100.0	625.0	20.0	120.0	1,080.0
Water Fund	31.0	125.0	880.0	10.0	15.0	553.0	1,593.0
DDA	31.0	30.0	610.0	60.0	54.0	1,540.0	2,325.0
Federal Aid	15.0	1,300.0	253.0	400.0	700.0	0.0	2,668.0
Grants	20.0	800.0	0.0	420.0	0.0	100.0	1,340.0
Various	200.0	300.0	90.0	4.0	160.0	1,340.0	2,094.0

JUSTIFICATION SCORE

Justification scores were assigned to each project by City departments. The assigned score indicates the degree to which the project helps to achieve the following value statements:

- A. Protect health, safety, lives of citizens
- B. Maintain or improve public infrastructure
- C. Reduce energy consumption, impact of the environment
- D. Enhance social, cultural, recreational or aesthetic opportunities
- E. Improve customer service, convenience for citizens

0 = Not Applicable; 1 = Somewhat Important; 2 = Important; 3 = Very Important

The maximum total justification score for a project is fifteen (15), which would indicate that all five criteria were viewed as "very important" by the submitting department.

The justification score may assist in assigning priorities (desirable, important or urgent) to projects within each category. The score also may aid in evaluating projects of similar priority from different categories. Program Policy C.1 of the CIP indicates that projects "necessary to protect against a clear and immediate risk to public health or safety... shall be given highest priority". Hence, projects with a high score for justification may be given priority over a lower score when competing for funding.

PROJECT NAME: Mill Creek Park (North) Formerly Warrior Creek Park

PROJECT ID: 4.08 PRIORITY: IMPORTANT
 PROJECT TYPE: Park Enhancement TOTAL COST: \$290,000
 SUBMITTED BY: Parks and Recreation YEARS IN CIP (Beginning year): 15 (2001)

PROJECT NAME: Road Maintenance Program-Crack Sealing

PROJECT ID: 6.01a PRIORITY: IMPORTANT
 PROJECT TYPE: Infrastructure Maintenance TOTAL COST: TBD (varies by year)
 SUBMITTED BY: City Staff/Road Committee YEARS IN CIP (Beginning year): 1 (2015)

PROJECT NAME: Road Maintenance Program-Micro-Surfacing/Chipsealing

PROJECT ID: 6.01b PRIORITY: IMPORTANT
 PROJECT TYPE: Infrastructure Maintenance TOTAL COST: TBD (varies by year)
 SUBMITTED BY: City Staff/Road Committee YEARS IN CIP (Beginning year): 1 (2015)

PROJECT NAME: Road Maintenance Program-Mill & Overlay

PROJECT ID: 6.01c PRIORITY: IMPORTANT
 PROJECT TYPE: Infrastructure Maintenance TOTAL COST: TBD (varies by year)
 SUBMITTED BY: City Staff/Road Committee YEARS IN CIP (Beginning year): 1 (2015)

PROJECT NAME: Road Maintenance Program-Crush & Shape

PROJECT ID: 6.01d PRIORITY: IMPORTANT
 PROJECT TYPE: Infrastructure Maintenance TOTAL COST: TBD (varies by year)
 SUBMITTED BY: City Staff/Road Committee YEARS IN CIP (Beginning year): 1 (2015)

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City of Dexter, Michigan FY2016-2021 Capital Improvements Plan

Section 1.0

**CAPITAL IMPROVEMENTS
PROGRAMMING**

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1.1 INTRODUCTION

Definitions

Allocation – Official City Council action that authorizes a department to spend money on a project.

Capital Improvements – New or expanded facilities that are relatively large in size, expensive, and permanent.

Capital Improvements Budget (CIB) – Projects that are programmed for the next fiscal year.

Capital Improvements Plan (CIP) – A document that schedules projects based on the master plan and available financial resources, and the choice of specific improvements to be constructed for a period of five years into the future.

Capital Improvements Program – Multi-year scheduling of public physical improvements based on the City's long-range master plan. Includes CIB and CIP.

Fiscal Year – July 1 to June 30.

Infrastructure – Basic facilities, services, and installations needed for the functioning of the community. These include the transportation systems, sanitary and water lines, parks, public buildings, etc., and the land affiliated with those facilities.

Master Plan – A guide for making decisions regarding the future physical development of the City and the implementation of plans, policies, and programs. The master plan is made up of planning documents, or elements, that provide recommendations for future land use and essential City-wide facilities.

Planning Commission – The Planning Commission reviews and prioritizes projects for the CIP, which is then forwarded to the City Council to assist in the CIB process.

Planning Department – This consists of the Planning Commission and the Community Development Manager.

The challenges to retain and/or expand City services in the midst of shrinking resources and increasing costs has put pressure on City government to make its limited capital resources work more efficiently. City administration, elected and appointed officials, and staff have taken several steps to make capital expenditures more closely reflect long-range objectives. The City has a continuing commitment to ensure that the most needed projects are funded and that the results are those that are called out in the adopted plans and policies. The capital improvements plan is a tool to accomplish this.

CAPITAL IMPROVEMENTS PROJECTS

Projects considered to be capital improvements are large, expensive and relatively permanent in nature. They often place a continuing financial burden on the City, such as maintenance costs, operations, energy requirements, legal responsibilities, etc. It is important to note that the capital improvements plan does not address all of the capital expenditures for the City. Instead, it represents only the major projects in the foreseeable future. Items such as vehicle purchases, small paving jobs, minor sewer extensions, and items and services defined as operational budget items, which are financed out of current revenues, are examined on a yearly basis according to general budget procedures.

1.1 Introduction (cont'd)

The City Planning Commission has been charged with review and adoption of the capital improvements plan. The Planning Commission used the following criteria for project inclusion:

The project must:

- Be consistent with an adopted or anticipated component of the master plan; or state and/or federal requirement, or City Council approved policy; and
- Constitute permanent physical or system improvements, or significant equipment purchases, with a minimum project cost of \$10,000; or a study that will lead to such projects; and
- Add to the value of the infrastructure of the City; and
- Exclude expenditures that are considered operational or maintenance or recurring.

Approval of the Capital Improvements Plan does not mean that City Council is required to fund all of the projects that it contains. Planning Commission approval acknowledges only that these projects represent a reasonable interpretation of the upcoming needs for the City. The capital program approval process is described in the Program Summary section of this document.

LEGAL BASIS FOR THE CAPITAL IMPROVEMENTS PLAN

The State of Michigan provides for the development and use of a capital improvements plan in the Municipal Planning Act (Section 65, Act 33 of the Public Acts of 2008), as amended.

"To further the desirable future development of the local unit of government under the master plan, a planning commission, after adoption of a master plan, shall annually prepare a capital improvements program of public structures and improvements, unless the planning commission is exempted from this requirement by charter or otherwise. If the planning commission is exempted, the legislative body either shall prepare and adopt a capital improvements program, separate from or as a part of the annual budget, or shall delegate the preparation of the capital improvements program to the chief elected official or a non-elected administrative official, subject to final approval by the legislative body. The capital improvements program shall show those public structures and improvements, in the general order of their priority that in the commission's judgment will be needed or desirable and can be undertaken within the ensuing 6-year period. The capital improvements program shall be based upon the requirements of the local unit of government for all types of public structures and improvements. Consequently, each agency or department of the local unit of government with authority for public structures or improvements shall upon request furnish the planning commission with lists, plans, and estimates of time and cost of those public structures and improvements."

1.1 Introduction (cont'd)

RELATIONSHIP BETWEEN THE CAPITAL IMPROVEMENTS BUDGET AND THE ANNUAL BUDGET

The Capital Improvements Budget (CIB) shows projects scheduled to be funded in the upcoming fiscal year, as known as “first-year projects”. The City’s annual budget itemizes the money needed for all municipal purposes during the next fiscal year. This includes the day-to-day operational expenses of the City, such as salaries and supplies. The projects included in the capital improvements budget are not directly included in the annual budget, but many funding sources required to pay for the projects are confirmed. Approving a particular project still takes place by appropriating money as individual requests come before City Council throughout the fiscal year.

RELATIONSHIP BETWEEN THE CAPITAL IMPROVEMENTS PLAN AND THE CITY PLANNING PROCESS

Comprehensive physical planning influences the programming of capital improvements. As noted above, state law reinforces that link by requiring that the planning commission annually prepare a capital improvements plan to implement the community’s master plan.

The first recommended program policy in the CIP recognizes the importance of the link between the Capital Improvements Plan and implementation of the master plan. In bringing most, if not all, of the decision makers together into the planning process, and by using the CIP process to reinforce the desired future land use patterns, the City’s physical future can be better shaped.

THE BENEFITS OF CAPITAL IMPROVEMENTS PROGRAMMING

With time, public facilities need major repair, replacement or expansion. Maintaining and upgrading a community’s capital infrastructure requires significant financial investment. This investment must be weighed against other community needs and analyzed in light of community goals. The City of Dexter, like many municipalities, is under pressure to make efficient use of capital resources and must make difficult choices. There are more needs than can be satisfied at once, and the selection of one investment over another may shape the development of the City for years to come.

Capital improvements programming is a valuable tool to ensure that choices are made wisely. The City’s development goals are implemented, in part, by the careful provision of capital facilities. The benefits of this systematic approach to planning capital projects include the following:

1.1 Introduction (cont'd)

- ***Focuses attention on community goals, needs, and capabilities.***

Through capital improvements programming, capital projects can be brought into line with the City's long-range plans by balancing identified needs with financial capabilities.

Considered individually, a new park, water system improvements, and street widening may be great ideas. But each project may look quite different when, in the course of the CIP process, it is forced to compete directly with other projects for limited funds.

- ***Optimizes use of the taxpayer's dollar.***

The capital improvements program helps the City Council and City Manager make sound annual budget decisions. Careful planning of capital improvements helps prevent costly mistakes. In addition, capital planning allows the City to save money in several other ways. For example, investors in municipal bonds tend to look more favorably on communities, which have a CIP; if bond financing is selected for a capital improvement project, the City may realize significant savings on interest.

- ***Guides future growth and development.***

The location and capacity of capital improvements shape the growth and redevelopment of the City. City decision makers can use the CIP to develop well thought-out policies to guide future land use and economic development.

- ***Encourages efficient government.***

Interdepartmental coordination of capital improvements programming can reduce scheduling conflicts and ensure that no single function receives more than its fair share of resources. In addition, the CIP can be used to promote innovative management techniques and improve governmental efficiency and effectiveness.

- ***Improves the basis for intergovernmental and regional cooperation.***

Capital improvements programming offers public officials of all governmental units (City of Dexter, Washtenaw County, Dexter Community School District, Downtown Development Authority, etc.) an opportunity to plan the location, timing, and financing of improvements in the interest of the community as a whole.

1.1 Introduction (cont'd)

- ***Maintains a sound and stable financial program.***

Having to make large or frequent unplanned expenditures can endanger the financial wellbeing of the City. Sharp changes in the tax structure or bonded indebtedness may be avoided when construction projects are planned in advance and scheduled at intervals over a number of years. When there is ample time for planning, the most economical means of financing each project can be selected in advance. Furthermore, a CIP can help the City avoid commitments and debts that would prevent the initiation of other important projects at a later date.

- ***Enhances opportunities for participation in federal or state grant programs.***

Preparing a CIP improves the City's chance of obtaining aid through federal and state programs that provide funds for planning, construction and financing of capital improvements. The CIP is considered a "public works shelf" that contains projects that can be started quickly by having construction, or bid, documents ready should any grants become available.

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1.2 PROGRAM SUMMARY

THE CAPITAL IMPROVEMENTS PLAN PROCESS

The capital improvements program is a distinct element of the annual budget process that flows through City government in separate channels. The CIP process usually occurs earlier in the annual cycle than the annual budget. The City Planning Commission develops the CIP over several months.

The City of Dexter uses a traditional needs-driven approach to developing its CIP. In this approach, the City first reviews its plans and policies, then develops a list of needed capital projects and tries to finance them. The process for developing the CIP is described below:

1. *Individual Department Proposals*

Organize the Process

The Planning Commission establishes the administrative framework and policy framework within which the CIP process will operate. Because the Planning Commission is required to develop an annual CIP, the Planning Department assumes the lead in coordinating the CIP process. The City Finance Director and other members of the City Manager's staff also play an active role in supporting the Planning Department.

Develop Project Requests

Next, department heads submit proposed capital improvements projects to the Planning Department. The project worksheet is a particularly useful tool for ensuring that proposed projects are well thought out and based on a realistic appraisal of need.

Because the City typically does not have sufficient funding capacity to meet all the capital needs, priorities are set, based on the policies and criteria established as part of the process. Departments submitting proposals rank their own projects, suggesting their priorities to the Planning Commission. Priority rankings do not necessarily correspond to funding sequence. For example, a road-widening project ranked lower than a park acquisition project may be funded before the park project because the road project has access to a restricted revenue source, whereas the park project may have to compete for funding from within a different revenue source. In other words, a project's approval depends on a number of factors – not only on what it is, but also on how it's done, where it's located, how much it costs, and its funding potential.

1.2 Program Summary (cont'd)

2. *Planning Commission Assessment*

Review Departmental Projects

Following the submission of project proposals to the Planning Department, meetings are held to discuss project proposals. The objective at this juncture is to pull together a CIP that is sensitive to City plans and policies. There are several ongoing departmental functions that occur throughout the year, which lead to the project proposals:

a) Demand Forecast

Forecasts of population, land use, and other demand factors are used by departments to help determine needs for capital facilities. These forecasts typically are made for a period that exceeds that covered by the CIP. Departments can use these forecasts, along with existing facility inventories, to pinpoint areas where future development may create demand for additional capital facilities. References for this information include the City Master Plan, Parks and Recreation Master Plan, Southeast Michigan Council of Governments (SEMCOG), the Census Bureau, and the City's GIS.

b) Existing Facility Inventory and Maintenance

Departments keep a current inventory of existing facilities for two reasons. First, existing facilities may need maintenance, repair, rehabilitation, or replacement to continue providing the desired levels of service. The inventory identifies those that need replacement. That information is then used to develop a cost-effective strategy for protecting capital infrastructure. Second, the number and condition of existing facilities determine current levels of service, and those levels are benchmarks for evaluating proposed standards for future service levels. If existing facilities in their current condition are unable to meet future demand, the deficiency must be corrected through capital improvements. Thus, the inventory becomes the basis for specific capital improvement project requests.

c) Level of Service

Departments can identify the levels of service they currently provide and the levels of service the City will need in the future. These levels help departments determine what should be proposed for funding. Examples of levels of service include: acres of parkland per a certain population, ratio of actual traffic volume to street design capacity, gallons of water per day per customer, etc.

1.2 Program Summary (cont'd)

3. *Capital Improvements Programming*

Screen, Evaluate and Prioritize Projects

The most difficult task for the Planning Commission is to evaluate and prioritize the many projects submitted for approval. This is a critical component of the CIP process. Project selection must correspond to the amount of money assumed to be available for capital spending. Within the limited budget, is a new street paving, an addition to the water treatment plant, or a park rehabilitation of greater importance? Shrinking funds and rising costs incurred in maintaining and rehabilitating deteriorating infrastructure make the process of selecting the most vital capital projects even more crucial and difficult. The merits of each project must be judged against the policies and criteria of the CIP process and the goals of each component of the master plan. Does the project conform in terms of location, size, service provided, and relation to its service area, effect on land use patterns, and relation to public policy and community goals? More than merely a technical process, prioritization involves value preferences, policy choices and political actions. Throughout the examination of the proposed projects, the Planning Commission attempts to overcome some inherent problems in the CIP process:

- a) Government projects are difficult to evaluate because of their diversity and the fact that many, essentially, are not comparable. Individual CIP project requests reflect the need to serve different constituencies and diverse community values. The Planning Commission must attempt to reconcile and balance conflicting community values and judgments.
- b) The Planning Commission must continually approach the decisions required in this process rationally and analytically regardless of the political forces. While conflicting interests within the political process are acknowledged, the Planning Commission must attempt to develop a program that provides the most benefit to the entire community.
- c) It is inevitable that the number of projects requested exceeds available funding. In the endeavor to provide better service to the community, departments often propose capital projects, which, unfortunately, go unfunded. This process should not discourage departments from continuing to submit proposals, but should develop into a mechanism to help in the effort to uncover alternate sources of funding and see that higher-priority projects get implemented.

Next, the projects are placed into the appropriate funding priority group in relation to their necessity or urgency. The Planning Commission uses the following classification system to prioritize proposed projects:

1.2 Program Summary (cont'd)

PRIORITY 1 - URGENT

Urgent, high-priority projects that should be done if at all possible. These include projects that are required to complete a major public improvement; projects that would address an emergency, or remedy a condition dangerous to public health, welfare, and safety; projects that would provide facilities for a critically needed community program; and projects vital to the economic stability of the City. A special effort is made to find sufficient funding for all of the projects in this group.

PRIORITY 2 - IMPORTANT

High-priority projects that should be done as funding becomes available. These include projects that would benefit the community; and projects whose validity of planning and validity of timing have been established.

PRIORITY 3 - DESIRABLE

Worthwhile projects to be considered if funding is available. These are projects that are adequately planned, but not absolutely required, and should be deferred to a subsequent year if budget reductions are necessary.

Projects may have been eliminated from consideration if it was determined that they pose a serious question of community need, adequate planning, or proper timing. This step was also conducted without consideration of project cost of funding. Additionally, projects may be combined or replaced where there is duplication.

Select Projects

In the end, the availability of funds each year, as approved by City Council upon the recommendation of the City Manager, determines the number of projects that are funded. As with the measurement of project impacts under Screen, Evaluate and Prioritize Projects, placing projects in priority groupings relies on the judgment of the Planning Commission, and is not a completely objective process. The criteria used, after all, are not subject to precise measurement. The judgment is, however, not arbitrary and is done within the context of the plans, policies and the goals of the master plan. Thus, a secondary role of the CIP process is to point out the implications of alternative projects to the City Council.

The City Council ultimately approves the assumptions, criteria, policies, and recommendations of the Planning Commission by acknowledging the CIP in the budget process. Depending on the policy orientation, modifications are expected throughout the process. This is considered an essential part of the procedure, placing the burden on those who dissent to assess the policies underlying the recommendations and to advocate their differences, resulting in the necessary evolution of the entire capital planning process.

1.2 Program Summary (cont'd)

4. *Planning Commission Recommendation*

Prepare and Recommend the CIP

As the process continues, and increasingly detailed information emerges, projects may be added, altered, or abandoned. The Planning Commission evaluates the CIP package in light of additional information, holds a public hearing, and makes final programming decisions before recommending the CIP and sending it on to City Council for approval. Council will then be able to use the CIP to make budgetary decisions on capital projects. Planning Commission recommendation of the CIP is not a commitment to finance the approved projects; rather it is a statement of policy regarding the City's approach to meeting its future capital needs.

5. *City Council Approval*

Adopt the Capital Improvements Plan

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1.3 PROGRAM GOALS AND POLICIES

Goals and policies are necessary to guide capital programming because: 1) they provide a better understanding of the basis for a CIP; 2) they raise issues that should be discussed; and 3) they provide more specific guidance to the City Manager as well as to the operating departments that propose capital improvements. They are intended to be the basis for deliberation and debate and will change over time as new components of the master plan are adopted.

Capital Planning

- Goal A Identify capital projects that reflect capital need as demonstrated in master plans, studies, City Council resolutions, federal or state laws or through public request.
- Policy A.1 All City departments shall participate in the master planning process, so that plan components more consistently contain objectives and policies for capital improvements.
- Policy A.2 Capital projects that encourage private economic investment in the City shall be considered in components of the master plan.

Project Funding

- Goal B Continue to identify and develop sources of revenue to pay for capital expenditures that do not use, or compete for, resources from the General Fund.
- Policy B.1 The City shall continue to seek private contributions to help pay for new public improvements that serve and benefit private development.
- Policy B.2 The use of non-recurring grants for capital purchases and onetime programs shall continue to be encouraged.
- Policy B.3 Where feasible, the City will explore inter-jurisdictional grant proposals for City projects that have the potential for regional improvements (e.g. transportation, open space, water quality).

1.3 Program Goals and Policies (cont'd)

Project Prioritization

- Goal C Prioritize capital projects that provide substantial public benefit and implement the primary goals and objectives of adopted plans and policies.
- Policy C.1 Projects that are necessary to protect against a clear and immediate risk to public health or safety or are mandated by state or federal law shall be given highest priority.
- Policy C.2 Projects that can demonstrate a net savings in operation and maintenance costs normally will be supported over other projects of similar ranking and funding need.
- Policy C.3 Projects that provide the most benefit to the entire community normally will be supported over other projects of similar ranking and funding need.
- Policy C.4 Projects that maintain or improve existing infrastructure normally will take precedence over projects that create or expand facilities.
- Policy C.5 Projects that reduce impacts on or improve the environment, or that reduce energy consumption will receive higher consideration.
- Policy C.6 Projects first will be evaluated in relation to each other before consideration is given to available financing.

Inter-Jurisdictional Coordination

- Goal D Participate in inter-jurisdictional planning to formulate coherent policies and to avoid service delivery fragmentation among the City, townships, special districts, and the private sector.
- Policy D.1 The City shall coordinate projects with other jurisdictions that may be impacted to help establish efficient scheduling, avoid service interruptions and reduce project costs.

1.3 Program Goals and Policies (cont'd)

Public Participation

- Goal E Provide opportunities, in addition to public hearings, to involve the community in the CIP process to help ensure that their concerns, preferences, and priorities are considered.
- Policy E.1 A draft of the CIP shall be made available for public review prior to the first public hearing. The draft shall be located at the City Office and on the City website.
- Policy E.2 City departments shall explore opportunities for public input for those projects that currently do not provide them.
- Policy E.3 City departments shall include a discussion of related capital improvement projects when holding a public meeting to discuss or update a City master plan.

2014-2015 Policy Recommendations

- GOAL F Prioritize Collaborative Projects, specifically projects that have direct impacts on the quality of life for City residents, Walkability and Safety Improvements, Facility Improvements, and the Central Street Streetscape Improvements. Collaborate to improve corridor entries to the City.
- GOAL G Provide annual funding to recreation and open space projects in accordance with the City of Dexter Parks and Recreation Master Plan.
- GOAL H Incorporate Complete Streets Policies and principles into all road/street projects, including non-motorized paths, bicycle lanes, pedestrian connections, linkages and crosswalks throughout the City. Support public transportation options for City residents.
- GOAL I Provide annual funding to maintain the City's trees/urban forest in accordance with the Tree Management Plan and to reduce maintenance, hazards and liability.
- GOAL J Be development ready. Prioritize improvements in areas designated by the Master Plan for redevelopment and reinvestment, including Baker Road, Grand Street, and Forest Street.
- GOAL K Practice fiscal conservancy by restricting funding for large scale projects, long range planning projects and unique opportunities.
- GOAL L Maintain a strong, ongoing commitment to economic development.

1.4 PROGRAM FUNDING

Because capital improvement projects involve the outlay of substantial funds, numerous sources are necessary to provide financing over the life of the project. Most capital funding sources are earmarked for specific purposes and cannot be transferred from one capital program to another. For instance, funds in the Parks Endowment must be used for the purposes that were stated when the endowment was made. The CIP has to be prepared with some assumptions as to the amount of money to be available. The following is a summary of the funding sources for projects included in the capital improvements program.

ENTERPRISE (RESERVE) FUNDS

In enterprise financing, funds are accumulated in advance for capital requirements. Enterprise funds not only pay for capital improvements, but also for the day-to-day operations of City services and the debt payment on revenue bonds. The City can set levels for capital projects; however, increases in capital expenditures for sewer lines, for example, could result in increased rates. Enterprise fund dollars can only be used on projects related to the fund.

GENERAL OBLIGATION (G.O.) AND REVENUE BONDS

When the City sells bonds, purchasers are, in effect, lending the City money. The money is repaid, with interest, from taxes or fees over the years. The logic behind issuing bonds (or "floating a bond issue") for capital projects is that the citizens who benefit from the capital improvements over a period of time should help the City pay for them. In 2006 the City Council authorized a General Obligation Bond for \$2.8 million dollars. The Bond included the following:

1)	Westside Connector (CIP Project #03-13.0-1990) PROJECT COMPLETE (11-12) Bond <u>not</u> used.	\$100,000
2)	Park (Mill Pond) Restoration (CIP Project #05-2.0-2000) PROJECT COMPLETE (11-12) Bond <u>not</u> used.	\$500,000
3)	Sediment Mgmt. (Mill Pond) (CIP Project #05-2.0-2000/02-13.0-1995) PROJECT COMPLETE (08-09) Bond <u>not</u> used.	\$500,000
4)	DPW Building/Salt Storage (CIP Project #01-3.0-1995 & 02-3.0-2005) PROJECT COMPLETE (07-08) Bond used.	\$1,200,000
5)	Public Safety and City Offices (CIP Project #4.01-1994) PROJECT NOT COMPLETE	<u>\$500,000</u>
TOTAL=\$2,800,000		

As of February 2007 the City funded one Bond Series for \$1.7 million dollars for the DPW Building and Salt Storage Project and the Public Safety and City Offices Project. As of March 2013 there had been no action on the construction of the City Offices Project. The second Bond Series for the remaining \$1.1 million dollars has not been executed although there is no time limit on use of the bond if the City decides to move forward with projects included in the initial 2007 notice of intent.

The City has the ability to issue bonds in two forms:

General Obligation Bonds

Perhaps the most flexible of all capital funding sources, G.O. bonds can be used for the design or construction of any capital project. These bonds are financed through property taxes. In financing through this method, the taxing power of the City is pledged to pay interest and principal to retire the debt. Voter approval is required if the City wants to increase the taxes that it levies and the amount is included in the City's state-imposed debt limits. To minimize the need for property tax increases, the City makes every effort to coordinate new bond issues with the retirement of previous bonds. G.O. Bonds are authorized by a variety of state statutes.

Revenue Bonds

Revenue bonds are sold for projects, such as water and sewer systems, that produce revenues. Revenue bonds depend on user charges and other project-related income to cover their costs. Unlike G.O. bonds, revenue bonds are not included in the City's state-imposed debt limits because the full faith and credit of the City back them. Revenue bonds are authorized by Public Act of 1933, the Revenue Bond Act.

WEIGHT AND GAS TAX

Based on a formula set by the State of Michigan, the City of Dexter receives a portion of the tax placed on motor fuel and highway usage in the state. The restrictions placed on the expenditure of these funds insure that they will be spent on transportation-related projects or services. These funds are often called "Act 51" funds.

TAX INCREMENT FINANCING (TIF)

TIF is a municipal financing tool that can be used to renovate or redevelop declining areas while improving their tax base. TIF applies the increase in various state and local taxes that result from a redevelopment project to pay for project-related public improvements. Public Act 281 of 1986, the Local Development Finance Authority Act and Public Act 450 of 1980, the Tax Increment Financing Act authorizes TIF. Because the passage of Proposal A in 1994 limits the ability to capture certain taxes, the ability to utilize this was severely restricted.

MILLAGES

The property tax is one of the most important sources of City revenue. The property tax rate is stated in mills (one dollar per \$1,000 of valuation). This rate is applied to the net value, following the application of all exemptions and a 50% equalization ratio. Millages can be either authorized by statute or voted by the people for use on a particular purpose.

FEDERAL FUNDS

The federal government makes funds available to cities and City's through numerous grants and programs. Some federal funds are tied directly to a specific program. The City has discretion (within certain guidelines) over the expenditure of others. For the most part, the City has no direct control over the amount of money received under these programs. Due to a significant change in federal policy during the 1980's, federal funds have been declining. While recreation, transportation, and housing programs have continued to be funded, the amounts are likely to be greatly curtailed.

SPECIAL ASSESSMENTS

Capital improvements that benefit particular properties, rather than the community as a whole, may be financed more equitably by special assessment: that is, by those who directly benefit. Local improvements often financed by this method include street improvements (including pavement, curb and gutter, sidewalks, etc.), sanitary and storm sewers, and water mains.

DEVELOPER CONTRIBUTIONS

Sometimes capital improvements are required to serve new development. Where funding is not available for the City to construct the improvements, developers may agree to voluntarily contribute their share or to install the facilities themselves so the development can go ahead.

Funding Sources Checklist

	General Fund	Sewer Fund	Water Fund	Major Sts (Act 51)	Local Sts (Act 51)	Municipal Streets	GO Bonds	Special Assess
1.0 Downtown Development Authority							x	x
2.0 Parks & Recreation	x						x	
3.0 Sidewalks	x						x	x
4.0 Buildings & Grounds	x						x	x
5.0 Planning & Zoning	x							
6.0 Streets & Alley Improvements	x			x	x	x	x	x
7.0 Stormwater Infrastructure				x	x	x	x	x
8.0 Waste Water System		x					x	x
9.0 Water System			x				x	x
10.0 Regional Cooperation	x	x	x			x	x	x

	DDA Funds	LDFA Funds	Federal Funds	State Funds	Foundation Grant	Other Grant	Private Sources
1.0 Downtown Development Authority	x		x	x	x	x	x
2.0 Parks & Recreation			x	x	x	x	x
3.0 Sidewalks & Walkability	x		x	x	x	x	x
4.0 Buildings, Grounds & Equipment	x		x	x	x	x	x
5.0 Planning & Zoning	x			x	x	x	
6.0 Streets & Alley Improvements	x		x	x	x	x	x
7.0 Stormwater			x	x	x	x	x
8.0 Wastewater			x	x	x	x	x
9.0 Water System			x	x	x	x	x
10.0 Regional Cooperation	x	x	x	x	x	x	x

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City of Dexter, Michigan FY2016-2021 Capital Improvements Plan

Section 2.0

Capital Improvement Budget (CIB)

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1.0 DDA CIB

PROJECT # (Section.Priority-Year)	PROJECT NAME	PROJECT SCORE	FUNDING SOURCES	FY16-17
1.01-2009	DAPCO Property Redevelopment	14	TOTAL	400
			DDA	
			General Fund	400
			Grants	
1.02-2009	Parking Lot Maintenance	10	DDA	10
1.03-2007	Central Street Streetscape Enhancement	10	DDA	
1.04-2007	Baker Road Streetscape Enhancement	13	TOTAL	0
			DDA	
			Federal Aid-TE	
1.05-2007	Downtown Property Acquisition	10	DDA	
1.06-2010	Downtown Façade Improvements	11	DDA	
1.07-2010	Downtown Fire Safety/Detection	10	DDA	
1.08-2006	Forest Street Enhancements	10	DDA	
1.09-2009	Main St Alley Parking Lot Rehab and Water Main Upgrade	12	DDA	
1.10-2007	Jeffords Street Extension/Phase 2 Riverwalk	12	TOTAL	0
			DDA/PRIVATE	
			DDA	
1.11-2010	Downtown Capital Maintenance	15	DDA	1
1.12-2007	Property Acquisition Payback	10	DDA	20
1.13-2012	Downtown Crosswalk Maintenance	13	DDA	
1.14-2014	DTE Sub-Station Decommission/Relocation	14	TOTAL	350
			DDA	
			General Fund	350
			Various/DTE	
			Grants	

DDA PROJECTS SECTION	TOTAL	781
	DDA	31
	General Fund	750
	Federal Aid-TE	0
	Various/DTE	0
	Grants	0

2.0 PARKS & RECREATION CIB

PROJECT # (Section.Priority-Year)	PROJECT NAME	PROJECT SCORE	FUNDING SOURCES		FY16-17
2.01-1998	Community Park	11	TOTAL		100
			General Fund		100
			Grants		
2.02-2013	Edison Street Park Play Equipment	12	TOTAL		40
			General Fund		20
			Grants		20
2.04-2007	Monument Park Enhancement	12	General Fund		0
2.05-2010	Mill Creek Park Phase 2	13	TOTAL		20
			General Fund		20
			Grants		
			Various/Unknown		
2.05.1-2015	Grand Street Trailhead	13	Various/Unknown		
2.06-2014	First Street Park (f/k/a Horseshoe Park)	11	General Fund		5
2.07-2016	Playground Equipment Mill Creek Park	12	General Fund		

PARKS &
RECREATION
PROJECTS SECTION

TOTAL		165
General Fund		145
Grants		20
Various/Unknown		0

3.0 SIDEWALKS & WALKABILITY CIB

PROJECT # (Section.Priority-Year)	PROJECT NAME	PROJECT SCORE	FUNDING SOURCES	FY16-17
3.01-2009	Annual Sidewalk Repair and Replace	14	General Fund	10
3.02-2010	Crosswalk and Barrier Free Improvements	12	General Fund	10
3.03-2004	Edison Street Sidewalk Construction (North Side)	10	Street Fund	76
3.04-2012	Grand Street New Sidewalk Installation	10	Street Fund	76
3.05-2004	Second Street New Sidewalk Installation	10	General Fund	95
3.06-2004	Fifth Street New Sidewalk Installation	10	Street Fund	
3.07-2004	Fourth Street New Sidewalk Installation	10	Street Fund	
3.08-2004	Hudson Street New Sidewalk Installation	10	Street Fund	
3.09-2004	Forest Street New Sidewalk Installation	10	Street Fund	
3.10-2006	Meadowview Drive New Sidewalk Installation	10	Street Fund	
3.11-2004	Inverness Street New Sidewalk Installation	10	Street Fund	
3.12-2004	Edison Street New Sidewalk Installation(South)	10	Street Fund	
3.13-2012	Baker Road Crosswalk at Forest Street	12	TOTAL	5
			Grant	
			General Fund	5
			Street Fund	
3.14-2013	Baker Road Crosswalk at Grand Street	12	TOTAL	5
			Grant	
			General Fund	5
			Street Fund	

4.0 BUILDINGS & GROUNDS CIB

PROJECT # (Section.Priority-Year)	PROJECT NAME	PROJECT SCORE	FUNDING SOURCES	FY16-17
4.01-1994	City Hall	13	TOTAL	0
			Various	
			General Fund	
			DDA	
4.02-2012	Downtown Restrooms	15	General Fund	100
4.03-2010	Equipment Replacement	9	Equipment Replacement	
4.04-2013	DPW Spoils Area Construction	10	General Fund	50
4.05-2011	Fire Department Facility	12	TOTAL	0
			Various	
			General Fund	
			DDA	
4.06-2011	Street lighting Upgrades	9	General Fund	
4.07-2012	Office Equipment Replacement/Software Upgrades	9	General Fund	13
4.08-2001	Mill Creek Park (North) f/k/a Warrior Creek PK	14	TOTAL	200
			Various	200
			Grants	

BUILDINGS,
GROUNDS and
EQUIPMENT
SECTION

TOTAL	363
Equipment Replacement	0
General Fund	163
Various	200
DDA	0
Grants	0

5.0 Planning & Zoning CIB

PROJECT # (Section.Priority-Year)	PROJECT NAME	PROJECT SCORE	FUNDING SOURCES	FY16-17
5.01-2010	Zoning Ordinance Update	13	General Fund	14
5.02-2011	Master Plan Update	10	General Fund	25
5.03-2014	Economic Development Report Update	15	General Fund	10
5.04-2012	Marketing Strategy	11	General Fund	

PLANNING AND
ZONING SECTION

TOTAL	49
General Fund	49

6.0 STREETS & ALLEYS CIB

PROJECT # (Section.Priority-Year)	PROJECT NAME	PROJECT SCORE	FUNDING SOURCES	FY16-17
6.01.a-2015	Road Maintenance-Crack Sealing. Etc.	14	Street Fund	20
6.01.b-2015	Road Maintenance-Micro-Surfacing/Capesealing	14	Street Fund	100
6.01.c-2015	Road Maintenance-Mill & Overlay	14	TOTAL	290
			Street Fund	290
			Federal Aid-STP	
6.01.d-2015	Road Maintenance-Crush & Shape	14	Street Fund	
6.02-2004	Central Street Streetscape	13	TOTAL	0
			Street Fund	
			DDA	
			Federal Aid-STP	
6.03-2009	Alley Maintenance	9	Street Fund	10
6.04-2010	Alley Project (Baker & Hudson/Forest & Grand)	9	Street Fund	
6.05-2010	Alley Project (Baker & Broad/Forest & Grand)	9	Street Fund	50
6.06-2010	Street Sign Replacement	9	Street Fund	5
6.07-2016	Broad Street Recnstruction	11	TOTAL	0
			Street Fund	
			Federal Aid-STP	

STREETS AND ALLEYS SECTION TOTALS

TOTAL		475
Street Fund		475
DDA		0
Federal Aid-STP		0

7.0 STORM WATER CIB

PROJECT # (Section.Priority- Year)	PROJECT NAME	PROJECT SCORE	FUNDING SOURCES	FY16-17
7.01-2013	Stormwater Master Plan	11	TOTAL	0
			Street Fund	
			Grants	
			Various/Dexter Schools	
7.02-2004	Catch Basin Replacement	11	Street Fund	50
7.03-2009	Regional Storm Basin	12	TOTAL	0
			Street Fund	
			Grants	
7.04-2009	Baker Road Storm Channel Rehabilitation	13	TOTAL	0
			Street Fund	
			Grants	
7.05-2005	Fourth Street Storm Sewer	11	Street Fund	
7.06-2009	Grand Street Storm Sewer	10	Street Fund	
7.07-2009	Storm Outlet Rehabilitation	11	Street Fund	
7.08-2009	Bio-retention swales	11	TOTAL	0
			Street Fund	
			Grants	

STORMWATER SECTION TOTALS

TOTAL		50
Street Fund		50
Grants		0
Various/Dexter Schools		0

8.0 WASTEWATER (Sanitary Sewer) CIB

PROJECT # (Section.Priority- Year)	PROJECT NAME	PROJECT SCORE	FUNDING SOURCES	FY16-17
8.01-2008	Sanitary Sewer Rehabilitation	12	Sewer Fund	20
8.02-2009	Grand Street Sewer Main Replacement	11	Sewer Fund	135
8.03-2011	WWTP Property Acquisition	9	Sewer Fund	
8.04-2011	Wastewater System - Equipment Assets	10	TOTAL	0
			Federal Aid (SRF)	
			Sewer Fund	
8.05-2011	Wastewater System - Building Assets	10	Sewer Fund	20
8.06-2012	Baker Road Sanitary Replacement	11	TOTAL	0
			Sewer Fund	
			Grants	
			Various/Dexter Schools	

9.0 WATER SYSTEM CIB

PROJECT # (Section.Priority- Year)	PROJECT NAME	PROJECT SCORE	FUNDING SOURCES	FY16-17
9.01-2009	Grand Street New Water Main	12	Water Fund	
9.02-2009	Dan Hoey New Water Main Loop	10	Water Fund	
9.03-2013	Second Street Watermain	10	Water Fund	
9.04-2011	Water System - Equipment Assets	11	Water Fund	10
9.05-2011	Water System - Building Assets	12	Water Fund	
9.06-2005	Emergency Water Storage	12	Federal Aid (DWRP)	
9.07-2012	Baker Road Watermain Replacement	12	Water Fund	
9.08-2014	Water Well #6	13	Federal Aid (DWRP)	15
9.09-2016	Water Reliability Study and General Plan	15	Water Fund	21

WATER SYSTEM SECTION TOTALS

TOTAL		46
Federal Aid (DWRP)		15
Water Fund		31

10.0 COOPERATIVE PROJECTS CIB

PROJECT # (Section.Priority- Year)	PROJECT NAME	PROJECT SCORE	FUNDING SOURCES	FY16-17
10.01-2000	Baker/Shield Intersection	10	TOTAL	0
			Federal-STP	
			Various/Other	
10.02-2014	Huron Farms Connector	11	Various/Unknown	
10.04-2015	Central Street Kayak Launch and Trailhead	12	Various/Unknown	
10.05-2014	Wayfinding Signage	11	General Fund	5

REGIONAL COOPERATION PROJECTS SECTION TOTALS

TOTAL		5.0
General Fund		5
Various		0
Federal-STP		0

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PROJECT NAME: DAPCO Property Redevelopment

PROJECT ID: 1.01

PRIORITY: IMPORTANT

PROJECT TYPE: Redevelopment

TOTAL COST: \$800,000

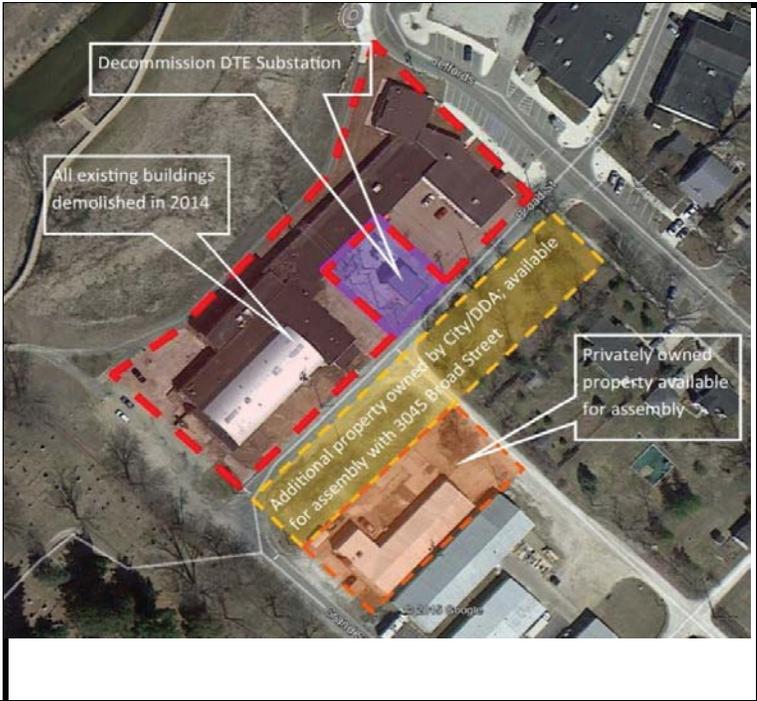
SUBMITTED BY: DDA

YEARS IN CIP (Beginning year): 7 (2009)

DESCRIPTION:

DDA purchased property in 2012. CDBG Grant paid for creation of development plan for redevelopment of site. 2014 DDA TOP PRIORITY to begin redevelopment of site, including demolition of existing building and making the site development ready. Redevelopment plans include new building and improvements along Mill Creek Park, including parking, trailhead, lighting.

LOCATION MAP: Broad Street between Forest and Grand



PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

3	Protect health, safety, lives of citizens
3	Maintain or improve public infrastructure, facilities
3	Reduce energy consumption, impact on the environment
3	Enhance social, cultural, recreational, aesthetics opportunities
2	Improve customer service, convenience for citizens
14	TOTAL SCORE

BENEFICIAL IMPACTS:

Removal/renovation of a functionally obsolete piece of property. Preparation for redevelopment and increased tax capture through potential public/private partnership. Enhancement of park riverwalk.

MASTER PLAN AND/OR STUDY REFERENCE:

DDA Development Plan and OHM/Bird Houk CDBG Planning Grant Study; OHM/Houk Conceptual Site Plan and Design Standards; Additional Planning and Infrastructure Study; MEDC RRSites Report, Target Market Analysis.

SCHEDULE:

	Start		End	
	Month	Year	Month	Year
Study:		2008		2012
Design/Acquisition:		2012		2013
Construction:		2016		

SCHEDULE JUSTIFICATION:

Demolition completed in 2014; continue prep site for redevelopment. Downtown Redevelopment Opportunity RFQ posted in summer 2015; development partner selected in fall 2015. DTE engaged to decommission sub-station 2016 (Project 1.14). Target Market Analysis completed in fall 2016. Development Partner and City anticipated to enter into Pre-Development Agreement in early spring 2016.

PROJECT COST DETAIL:

Public Infrastructure to serve redevelopment site General Fund \$800,000

EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY16-17	FY17-18	FY18-19	FY19-20	FY 20-21	Beyond FY21	TOTALS
DDA Funding - Demo	40							\$0
TMA-MSHDA	20							\$0
TMA-DDA	3							\$0
Public Infrastructure		400	400					\$800
Grants		TBD						\$0
TOTALS	\$63	\$400	\$400	\$0	\$0	\$0	\$0	\$800

PROJECT NAME: Central Street Streetscape Enhancements

PROJECT ID: 1.03

PRIORITY: IMPORTANT

PROJECT TYPE: Streetscape Enhancement

TOTAL COST: \$200,000

SUBMITTED BY: DDA

YEARS IN CIP (Beginning year): 9 (2007)

DESCRIPTION:

Continue traffic calming measures, streetscape enhancements, including street lighting, landscaping, street trees, parking, etc. along Central Street from Main St to Fifth St. Coordinates with Project ID 6.03.

LOCATION MAP: Central St from Main St to Fifth St



PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

2	Protect health, safety, lives of citizens
2	Maintain or improve public infrastructure, facilities
2	Reduce energy consumption, impact on the environment
2	Enhance social, cultural, recreational, aesthetics opportunities
2	Improve customer service, convenience for citizens

10 TOTAL SCORE

BENEFICIAL IMPACTS:

Improved traffic and pedestrian safety, traffic calming, additional parking, stormwater improvements, etc.

MASTER PLAN AND/OR STUDY REFERENCE:

DDA Development Plan AND CIP, WATS Federal Aid STP Funding

SCHEDULE:

SCHEDULE JUSTIFICATION:

	Start		End	
	Month	Year	Month	Year
Study:		2008		2009
Design/Acquisition:		2010		2015
Construction:		2017		2018

Project concept designed in 2009 by OHM and BRI to prepare for construction according to available City funds and Federal Aid funds through WATS allocation in 2018 or beyond. DDA only one block in collaboration with the City. City started north end of Central in 2012, remainder contingent upon Federal Funding.

PROJECT COST DETAIL:

Streetscape Enhancement	DDA Funding	\$200,000
Lighting	DDA Funding	\$110,000

EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY16-17	FY17-18	FY18-19	FY19-20	FY 20-21	Beyond FY21	TOTALS
DDA Funding							\$310	\$310
								\$0
								\$0
TOTALS	\$0	\$0	\$0	\$0	\$0	\$0	\$310	\$310

PROJECT NAME: Baker Road Streetscape Enhancements

PROJECT ID: 1.04

PRIORITY: DESIRABLE

PROJECT TYPE: Streetscape, Streets, Sidewalks

TOTAL COST: \$330,000

SUBMITTED BY: DDA/City

YEARS IN CIP (Beginning year): 9 (2007)

DESCRIPTION:

Installation streetscape enhancements including street lights, street trees, pedestrian and ADA improvements. Considerations should be given to implementing unique pavement marking for crossings. Coordination with Baker Road Federal Aid Resurfacing project (Project ID6.02a-d) required to make project a priority.

LOCATION MAP: Baker Road from Grand to Schools



PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

3	Protect health, safety, lives of citizens
3	Maintain or improve public infrastructure, facilities
2	Reduce energy consumption, impact on the environment
3	Enhance social, cultural, recreational, aesthetics opportunities
2	Improve customer service, convenience for citizens
13	TOTAL SCORE

BENEFICIAL IMPACTS:

Enhancement of the southern entrance to the City and improved pedestrian and vehicular safety. Federal Aid Funding Eligible Road, TE (Transportation Enhancement Project Eligible).

MASTER PLAN AND/OR STUDY REFERENCE:

DDA Development Plan, Tree Management Plan, CIP and Master Plan

SCHEDULE:

SCHEDULE JUSTIFICATION:

	Start		End		Coordinating with Baker Road Resurfacing Project, application and receipt of TE Transportation Enhancement Funds likely in 2017 will determine project priority.
	Month	Year	Month	Year	
Study:		2015		2016	
Design/Acquisition:		2016		2018	
Construction:		2017		2019	

PROJECT COST DETAIL:

Conceptual Design	DDA	\$30,000
Street Trees, Sidewalks, Lighting	DDA Funding	\$100,000
Construction	Federal Aid TE	\$200,000

EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY16-17	FY17-18	FY18-19	FY19-20	FY 20-21	Beyond FY21	TOTALS
DDA Funding/BOND					\$30		\$100	\$130
STP-U Federal Aid					\$400			\$400
TOTALS	\$0	\$0	\$0	\$0	\$430	\$0	\$100	\$530

PROJECT NAME: Downtown Fire Safety

PROJECT ID: 1.07

PRIORITY: DESIRABLE

PROJECT TYPE: Streetscape

TOTAL COST: \$10,000

SUBMITTED BY: DDA

YEARS IN CIP (Beginning year): 6 (2010)

DESCRIPTION:

LOW PRIORITY Funding for DDA to assist property owners interested in completing fire safety improvements within downtown buildings. Potential Grant funding available. Financial commitment required by property owners.

LOCATION MAP: Downtown Main Street



PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

3	Protect health, safety, lives of citizens
2	Maintain or improve public infrastructure, facilities
1	Reduce energy consumption, impact on the environment
2	Enhance social, cultural, recreational, aesthetics opportunities
2	Improve customer service, convenience for citizens
10	TOTAL SCORE

BENEFICIAL IMPACTS:

Fire Prevention and Safety. Investment Protection.

MASTER PLAN AND/OR STUDY REFERENCE:

DDA Development Plan AND City Master Plan AND Fire Safety Code.

SCHEDULE:

SCHEDULE JUSTIFICATION:

	Start		End	
	Month	Year	Month	Year
Study:		2010		2010
Design/Acquisition:				
Construction:				

Grant funding and building owner dependent. Project is a cooperative initiative. Priority based on past downtown fires.

PROJECT COST DETAIL:

Seed Funding DDA Funding \$10,000

EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY16-17	FY17-18	FY18-19	FY19-20	FY 20-21	Beyond FY21	TOTALS
DDA Funding							\$10	\$10
								\$0
								\$0
								\$0
TOTALS	\$0	\$0	\$0	\$0	\$0	\$0	\$10	\$10

PROJECT NAME: Forest Street Enhancements

PROJECT ID: 1.08

PRIORITY: DESIRABLE

PROJECT TYPE: Streetscape Enhancement

TOTAL COST: \$750,000

SUBMITTED BY: DDA

YEARS IN CIP (Beginning year): 10 (2006)

DESCRIPTION:

Permanent improvements to on street parking, street lighting, utilities, including connection to upgraded storm system constructed in 2009, etc.

LOCATION MAP: Forest St-Note Map shows future development



PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

1	Protect health, safety, lives of citizens
3	Maintain or improve public infrastructure, facilities
2	Reduce energy consumption, impact on the environment
2	Enhance social, cultural, recreational, aesthetics opportunities
2	Improve customer service, convenience for citizens
10	TOTAL SCORE

BENEFICIAL IMPACTS:

Redevelopment preparation, economic development improved parking and streetscape. Opportunistic project - subject to private investment along Forest Street in accordance with eth DDA Development Plan.

MASTER PLAN AND/OR STUDY REFERENCE:

DDA Development Plan AND CIP

SCHEDULE:

	Start		End	
	Month	Year	Month	Year
Study:		2008		ongoing
Design/Acquisition:				
Construction:		2021		

SCHEDULE JUSTIFICATION:

Completion of the Jeffords Street, Broad Street and Forest Street alley improvements in 2009, finishing Forest Street now a priority. Opportunistic project - subject to private investment.

PROJECT COST DETAIL:

Streetscape Enhancement DDA Funding \$750,000

EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY16-17	FY17-18	FY18-19	FY19-20	FY 20-21	Beyond FY21	TOTALS
DDA Funding/BOND							\$750	\$750
								\$0
								\$0
TOTALS	\$0	\$0	\$0	\$0	\$0	\$0	\$750	\$750

PROJECT NAME: Main St Alley Parking Lot Rehab and Water Main upgrade
PROJECT ID: 1.09 **PRIORITY:** DESIRABLE
PROJECT TYPE: Streetscape Enhancement **TOTAL COST:** \$95,000
SUBMITTED BY: DDA **YEARS IN CIP (Beginning year):** 7 (2009)

DESCRIPTION:

LOW PRIORITY - Rehabilitate parking lot, add 4" water mains to buildings for fire suppression and consider relocating downtown dumpster. Water main needs to be looped.

LOCATION MAP: Parking Lot behind Dexter Pharmacy and alley



PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

3	Protect health, safety, lives of citizens
3	Maintain or improve public infrastructure, facilities
2	Reduce energy consumption, impact on the environment
2	Enhance social, cultural, recreational, aesthetics opportunities
2	Improve customer service, convenience for citizens
12	TOTAL SCORE

BENEFICIAL IMPACTS:

Improved public parking and economic development opportunities for Main Street buildings to have fire suppression and utilize 3rd story space.

MASTER PLAN AND/OR STUDY REFERENCE:

DDA Development Plan AND CIP

SCHEDULE:

	Start		End	
	Month	Year	Month	Year
Study:		2008		2009
Design/Acquisition:		2017		2018
Construction:		2018		2019

SCHEDULE JUSTIFICATION:

Lot resurfacing being considered for immediate maintenance needs. Low Priority to completely reconstruct parking lot until useful life of resurfacing is complete. Project should be coordinated with other street/parking lot construction.

PROJECT COST DETAIL:

Parking Lot Maintenance DDA Funding \$95,000

EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY16-17	FY17-18	FY18-19	FY19-20	FY 20-21	Beyond FY21	TOTALS
DDA Funding				\$95				\$95
								\$0
								\$0
								\$0
	\$0	\$0	\$0	\$95	\$0	\$0	\$0	\$95

PROJECT NAME: Jeffords Street Extension / Phase 2 Riverwalk (Forest to Grand)

PROJECT ID: 1.10

PRIORITY: DESIRABLE

PROJECT TYPE: Road Construct/Streetscape

TOTAL COST: \$485,000

SUBMITTED BY: DDA

YEARS IN CIP (Beginning year): 9 (2007)

DESCRIPTION:

Extension of Jeffords Street along Mill Creek Park, including parking, streetscape, lighting, plazas, walkways etc. Riverwalk construction from Forest Street to Grand Street. Existing infrastructure and wetland and floodplain impacts must be carefully considered.

LOCATION MAP: Broad St between Forest and Grand



PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

2	Protect health, safety, lives of citizens
3	Maintain or improve public infrastructure, facilities
2	Reduce energy consumption, impact on the environment
3	Enhance social, cultural, recreational, aesthetics opportunities
2	Improve customer service, convenience for citizens
12	TOTAL SCORE

BENEFICIAL IMPACTS:

Creation of a waterfront road, parking and additional access around downtown. Completion of trail circulation within Mill Creek park. Impact to existing infrastructure

MASTER PLAN AND/OR STUDY REFERENCE:

DDA Development Plan and Mill Creek Park Master Plan

SCHEDULE:

	Start		End	
	Month	Year	Month	Year
Study:		2008		2009
Design/Acquisition:		2010		2013
Construction:		2017		2018

SCHEDULE JUSTIFICATION:

Roadway construction should be considered when a redevelopment plan is in place. Cost sharing with a developer should be considered. Partial completion of riverwalk to take place in 2011, removal and replacement may be necessary. MDNRE permitting require; justification will determine project feasibility. Project may not be desired by developer of DAPCO redevelopment site (Project 1.01).

PROJECT COST DETAIL:

Road Construction	DDA Funding/Private	\$400,000
Riverwalk	DDA	\$85,000

EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY16-17	FY17-18	FY18-19	FY19-20	FY 20-21	Beyond FY21	TOTALS
DDA/Private			\$400					\$400
DDA			\$85					\$85
								\$0
TOTALS	\$0	\$0	\$485	\$0	\$0	\$0	\$0	\$485

PROJECT NAME: Downtown Capital Maintenance

PROJECT ID: 1.11

PRIORITY: IMPORTANT

PROJECT TYPE: Infrastructure

TOTAL COST: \$50,000

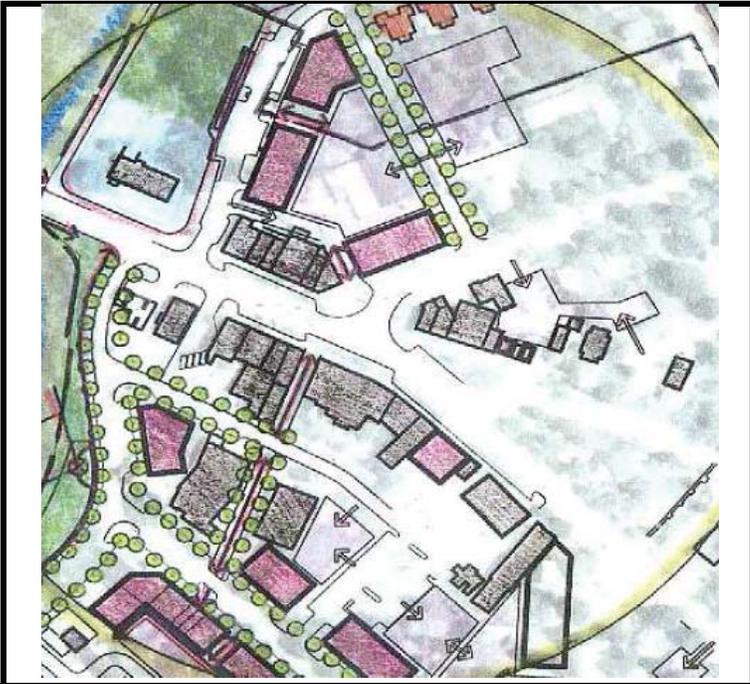
SUBMITTED BY: DDA

YEARS IN CIP (Beginning year): 6 (2010)

DESCRIPTION:

Projects within the downtown that require annual funding allocations to maintain DDA, including paver projects, concrete pad replacement, dumpster issues, etc., as needed.

LOCATION MAP:



PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable
1=Somewhat Important 2=Important 3=Very Important

3	Protect health, safety, lives of citizens
3	Maintain or improve public infrastructure, facilities
3	Reduce energy consumption, impact on the environment
3	Enhance social, cultural, recreational, aesthetics opportunities
3	Improve customer service, convenience for citizens
15	TOTAL SCORE

BENEFICIAL IMPACTS:

Maintenance of infrastructure and downtown needs.

MASTER PLAN AND/OR STUDY REFERENCE:

DDA Development Plan

SCHEDULE:

	Start		End	
	Month	Year	Month	Year
Study:		2016		2017
Design/Acquisition:		ongoing		
Construction:		ongoing		

SCHEDULE JUSTIFICATION:

Plans should be made to allocate funding annually to address maintenance needs and other issues that occur within the downtown. DDA studying potential relocation and installation of underground dumpsters.

PROJECT COST DETAIL:

Underground dumpster study	DDA	\$1,000
Maintenance	DDA	\$50,000

EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY16-17	FY17-18	FY18-19	FY19-20	FY 20-21	Beyond FY21	TOTALS
DDA		\$1					\$50	\$51
								\$0
								\$0
								\$0
TOTALS	\$0	\$1	\$0	\$0	\$0	\$0	\$50	\$51

PROJECT NAME: Property Acquisition Payback

PROJECT ID: 1.12

PRIORITY: DESIRABLE

PROJECT TYPE: Redevelopment

TOTAL COST: \$164,000

SUBMITTED BY: DDA

YEARS IN CIP (Beginning year): 4 (2012)

DESCRIPTION:

8087 AND 8077 Forest Street property purchase made in 2011 when both properties became available. Future use to be coordinated with redevelopment of 3045 Broad Street (DAPCO- Project 1.01).

LOCATION MAP: Properties on Broad St between Forest and Gra



PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

- 2 Protect health, safety, lives of citizens
- 2 Maintain or improve public infrastructure, facilities
- 2 Reduce energy consumption, impact on the environment
- 2 Enhance social, cultural, recreational, aesthetics opportunities
- 2 Improve customer service, convenience for citizens

10 TOTAL SCORE

BENEFICIAL IMPACTS:

Redevelopment preparation.

MASTER PLAN AND/OR STUDY REFERENCE:

DDA Development Plan

SCHEDULE:

SCHEDULE JUSTIFICATION:

	Start		End	
	Month	Year	Month	Year
Study:		2011		2011
Design/Acquisition:		2011		2011
Construction:		2011		2011

Buildings have been demolished and redevelopment will likely occur as part of the redevelopment of 3045 Broad Street (i.e. DAPCO Redevelopment - Project 1.01). DDA to repay City for property purchase when DDA funds are available.

PROJECT COST DETAIL:

8087 Forest and 8077 Forest DDA Funding \$164,000

EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY16-17	FY17-18	FY18-19	FY19-20	FY 20-21	Beyond FY21	TOTALS
DDA Funding	\$20	\$20	\$20	\$20	\$20	\$44		\$124
								\$0
								\$0
								\$0
TOTALS	\$20	\$20	\$20	\$20	\$20	\$44	\$0	\$124

PROJECT NAME: DTE Sub-Station Decommission/Relocation (Part of DAPCO Redevelopment- Project 1.01)

PROJECT ID: 1.14

PRIORITY: IMPORTANT

PROJECT TYPE: Redevelopment

TOTAL COST: \$350,000

SUBMITTED BY: DDA

YEARS IN CIP (Beginning year): 2 (2014)

DESCRIPTION:

Decommission and/or relocation of DTE Sub-station on Broad Street to facilitate redevelopment of 3045 Broad Street (DAPCO Redevelopment ID1.01).

LOCATION MAP: Broad Street between Forest and Grand



PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

3	Protect health, safety, lives of citizens
3	Maintain or improve public infrastructure, facilities
3	Reduce energy consumption, impact on the environment
3	Enhance social, cultural, recreational, aesthetics opportunities
2	Improve customer service, convenience for citizens
14	TOTAL SCORE

BENEFICIAL IMPACTS:

Removal of a electric sub-station and re-routing of high tension power lines in preparation for redevelopment and increased tax capture through potential public/private partnership. Enhancement of park riverwalk.

MASTER PLAN AND/OR STUDY REFERENCE:

DDA Development Plan and OHM/Bird Houk CDBG Planning Grant Study; OHM/Houk Conceptual Site Plan and Design Standards; MEDC RRSites Study; Additional Planning and Infrastructure Study

SCHEDULE:

SCHEDULE JUSTIFICATION:

	Start	End			
	Month	Year	Month	Year	
Study:		2008		2012	Discussion underway to DTE Energy to decommission site in 2016. City will front DDA Funds and DDA will payback over time.
Design/Acquisition:		2012		2015	
Construction:		2015		2017	

PROJECT COST DETAIL:

DDA	\$350,000
DTE	TBD
City	TBD
Grants	TBD

EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY16-17	FY17-18	FY18-19	FY19-20	FY 20-21	Beyond FY21	TOTALS
DDA Funding								\$0
City		\$350						\$350
DTE		TBD						\$0
Grants (CDBG)		TBD						\$0
TOTALS		\$0	\$350	\$0	\$0	\$0	\$0	\$350

PROJECT NAME: Community Park Improvements

PROJECT ID: 2.01

PRIORITY: IMPORTANT

PROJECT TYPE: Park Enhancement

TOTAL COST: \$400,000

SUBMITTED BY: Parks and Recreation

YEARS IN CIP (Beginning year): 18 (1998)

DESCRIPTION:

Improvements started 2004, play equipment 2005
Community Build, asphalt path in 2007, gazebo 2008,
play court 2009, pathway reconstruction 2015.
Remaining improvements include permanent bathrooms,
water fountain, court shelter, and new signage.

LOCATION MAP: Dexter Ann Arbor Road and Ryan Drive



PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable
1=Somewhat Important 2=Important 3=Very Important

3	Protect health, safety, lives of citizens
3	Maintain or improve public infrastructure, facilities
1	Reduce energy consumption, impact on the environment
3	Enhance social, cultural, recreational, aesthetics opportunities
1	Improve customer service, convenience for citizens
11	TOTAL SCORE

BENEFICIAL IMPACTS:

Parks provide citizens will with healthy recreation and open space opportunities within the City. Safe, enjoyable access to parks and recreation opportunities is an important goal as stated within the Master Plan.

MASTER PLAN AND/OR STUDY REFERENCE:

See Parks and Recreation Master Plan Goals 1, 2 and 6 AND 2012 City Master Plan.

SCHEDULE:

SCHEDULE JUSTIFICATION:

	Start		End	
	Month	Year	Month	Year
Study:		1998		ongoing
Design/Acquisition:		1998		ongoing
Construction:		2004		2017

The project is ongoing. Park should be complete following installation of permanent bathrooms, water fountain, court shelter, and new signage.

PROJECT COST DETAIL:

Bathrooms and Water Fountain	General Fund	\$100,000
New Signage	General Fund	\$5,000
Pathway extension	General Fund	TBD

EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	Beyond FY21	TOTALS
General Fund	\$215	\$100	\$5					\$105
Grants	\$45							\$0
								\$0
								\$0
TOTALS	\$260	\$100	\$5	\$0	\$0	\$0	\$0	\$105

PROJECT NAME: Edison Street Park Play Equipment

PROJECT ID: 2.02

PRIORITY: DESIRABLE

PROJECT TYPE: Park Enhancement

TOTAL COST: \$15,000

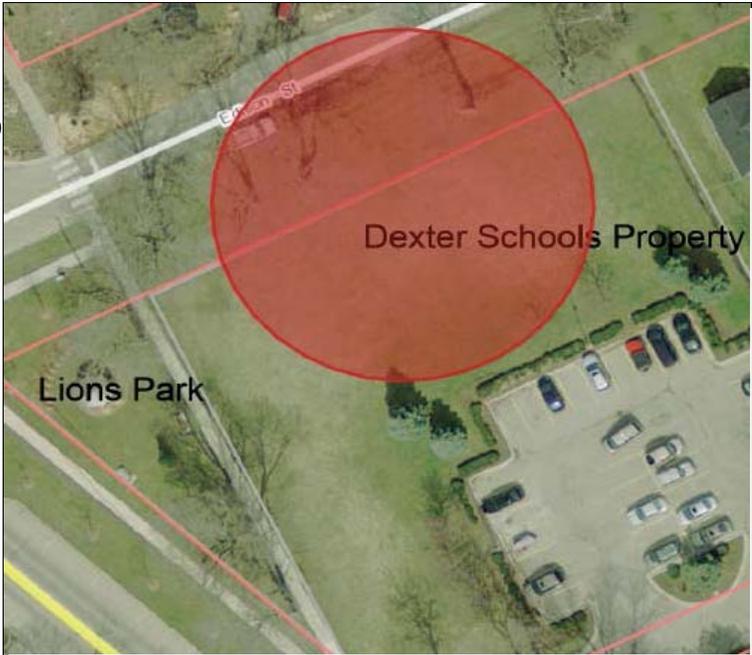
SUBMITTED BY: Parks and Recreation

YEARS IN CIP (Beginning year): 3 (2013)

DESCRIPTION:

The PaRC would like to increase access to mini-parks. Mini-parks are defined as serving an area within a less than 0.25 mile walk; being between 0.25-1 acre and it is recommended that 0.25 acres be provided for every 1,000 residents. The City currently has 1.69 acres of mini-parks, however none have play ground equipment.

LOCATION MAP: Corner of Ann Arbor St and Edison St



PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

1	Protect health, safety, lives of citizens
3	Maintain or improve public infrastructure, facilities
2	Reduce energy consumption, impact on the environment
3	Enhance social, cultural, recreational, aesthetics opportunities
3	Improve customer service, convenience for citizens

12 TOTAL SCORE

BENEFICIAL IMPACTS:

Creation of vibrant and active mini-parks that promote walking and activity close to home. Property is currently owned by the public (schools).

Combine with Edison Street Park, place play equipment on school property

MASTER PLAN AND/OR STUDY REFERENCE:

Parks and Recreation Master Plan 2009-2014; 2013 PaRC Goals

SCHEDULE:

SCHEDULE JUSTIFICATION:

Bathrooms

	Start		End	
	Month	Year	Month	Year
Study:		2013		2014
Design/Acquisition:		2014		2015
Construction:		2016		2016

Site designed; play equipment purchased; easement with Dexter Schools executed in 2015. Installation of play equipment anticipated in spring 2016.

PROJECT COST DETAIL:

Playground Equipment	General Fund	\$20,000
	Grant/Sponsor Funding	\$20,000

EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Beyond FY21	TOTALS
General Fund		\$20						\$20
Grant Funding		\$20						\$20
								\$0
TOTALS	\$0	\$40	\$0	\$0	\$0	\$0	\$0	\$40

PROJECT NAME: Monument Park Enhancement

PROJECT ID: 2.03

PRIORITY: IMPORTANT

PROJECT TYPE: Park Enhancement

TOTAL COST: \$192,000

SUBMITTED BY: Parks and Recreation

YEARS IN CIP (Beginning year): 9 (2007)

DESCRIPTION:

Construction of permanent bathrooms are a TOP PRIORITY. Temporary fix completed in 2013. PaRC recommends bathrooms as a key element in desirable parks and downtown event space. Gazebo replacement/enhancement in future must be considered.

LOCATION MAP: Main Street and Central Street



PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

2	Protect health, safety, lives of citizens
3	Maintain or improve public infrastructure, facilities
1	Reduce energy consumption, impact on the environment
3	Enhance social, cultural, recreational, aesthetics opportunities
3	Improve customer service, convenience for citizens

12 TOTAL SCORE

BENEFICIAL IMPACTS:

The gazebo in Monument Park is a centerpiece for downtown and festivals. The gazebo is wood and will eventually require replacement. It is recommended that a new gazebo be designed to be consistent with the architecture downtown or consistent with the gazebo built in Community Park.

MASTER PLAN AND/OR STUDY REFERENCE:

Parks and Recreation Master Plan 2009-2014; 2013 PaRC Goals

SCHEDULE:

	Start		End	
	Month	Year	Month	Year
Study:		2013		2013
Design/Acquisition:		2013		2013
Construction:		2013		2013

SCHEDULE JUSTIFICATION:

Bathrooms are a top priority. Temporary bathrooms/enclosure completed in 2013. Permanent bathrooms in park or nearby in Village owned building. The gazebo is in good condition currently, however should be evaluated in the next 5 years for rehab or rebuilding.

PROJECT COST DETAIL:

Bathrooms General Fund 75,000

EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Beyond FY21	TOTALS
General Fund/Bathrooms	\$17				\$75		\$55	\$130
TOTALS	\$17	\$0	\$0	\$0	\$75	\$0	\$55	\$130

PROJECT NAME: Mill Creek Park Improvements/Construction - PHASE 2

PROJECT ID: 2.04

PRIORITY: IMPORTANT

PROJECT TYPE: Park Development

TOTAL COST: \$1,200,000

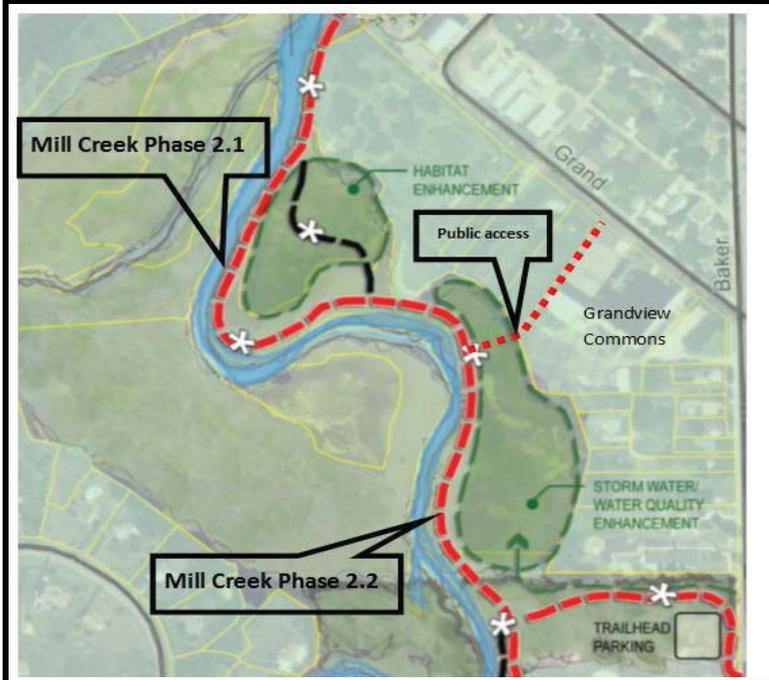
SUBMITTED BY: Parks and Recreation

YEARS IN CIP (Beginning year): 16 (2000)

DESCRIPTION:

Construction of a passive natural trail system south of Grand Street to the Dexter Community Schools property; to be constructed in 2 Phases. Provides a major connection to a developing regional trail system and the school outdoor education area. Provides possible trailhead parking opportunity at Shield Road upon completion. Includes stormwater system improvements see project ID 7.02. Consider eliminating trail along river at point to reduce cost and reduce impacts to habitat, may also reduce permitting needs.

LOCATION MAP: East of Mill Creek South of Main Street



PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

1	Protect health, safety, lives of citizens
3	Maintain or improve public infrastructure, facilities
3	Reduce energy consumption, impact on the environment
3	Enhance social, cultural, recreational, aesthetics opportunities
3	Improve customer service, convenience for citizens
13	TOTAL SCORE

BENEFICIAL IMPACTS:

Preserve and enhance the parkland along the Mill Creek and west of the City, improve habitat and natural areas, connect parks and provide recreational opportunities to citizens.

MASTER PLAN AND/OR STUDY REFERENCE:

Parks and Recreation Master Plan 2009-2014 and Mill Creek Park Master Plan 2009; 2013 PaRC Goal to initiate natural trail in future trail location to create access.

SCHEDULE:

	Start		End	
	Month	Year	Month	Year
Study:		2008		2009
Design/Acquisition:		2018		2019
Construction:		2020		2021

SCHEDULE JUSTIFICATION:

Wetland delineation planned in prepare for MNRTF grant in April 2018 or 2019. Coordination with school and outdoor lab advised. Community Connector funding or B2B funding with County should be reviewed. Complete timeline is shown below. Mill Creek Phase II broken into 2 Phases, with pedestrian proposed to correspond with Grandview Commons redevelopment

PROJECT COST DETAIL:

Phase 2 Park Development- Grand Street to Grandview Commons	Phase 2.1	\$1,200,000
Phase 2 Park Development- Grandview Commons to Schools	Phase 2.2	TBD

EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Beyond FY21	TOTALS
City Commitment*		TBD			\$500			\$500
MNRTF Grant/Other Grants					\$400			\$400
Other - Unknown					\$100			\$100
Landmark Structure Donation					\$200			\$200
Inland Fisheries								\$0
TOTALS		\$0	\$0	\$0	\$1,200	\$0	\$0	\$1,200

* Consider adding project back to TIP for future STP-U funding.

PROJECT NAME: First Street Park (f/k/a Horseshoe Park)

PROJECT ID: 2.06

PRIORITY: IMPORTANT

PROJECT TYPE: Park Development

TOTAL COST: \$6,800

SUBMITTED BY: Parks and Recreation/Staff YEARS IN CIP (Beginning year): 2 (2014)

DESCRIPTION:

First Street Park is owned by the City. The Dexter Ringers Club provide maintenance assistance. PaRC recommended a shelter to store equipment and to facilitate orderliness of the park.

PROJECT JUSTIFICATION:

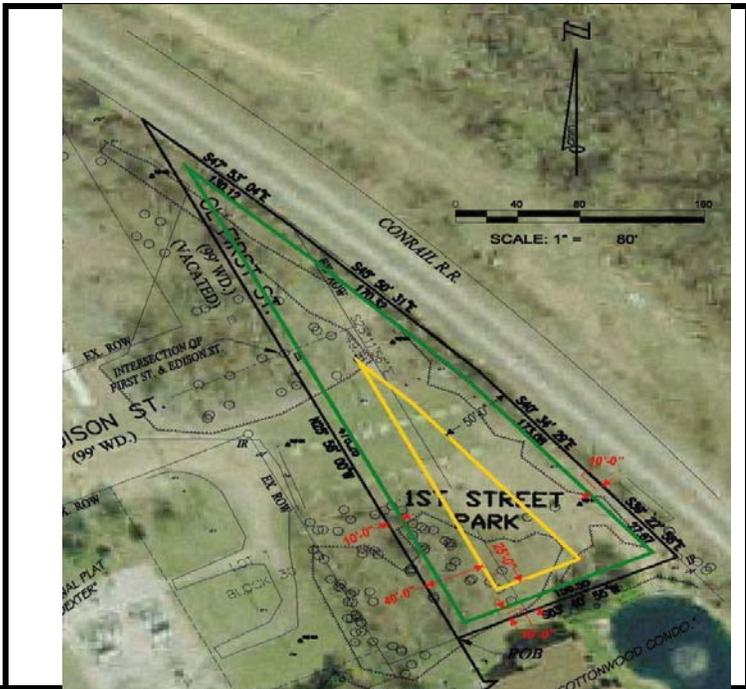
Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

1	Protect health, safety, lives of citizens
3	Maintain or improve public infrastructure, facilities
1	Reduce energy consumption, impact on the environment
3	Enhance social, cultural, recreational, aesthetics opportunities
3	Improve customer service, convenience for citizens
11	TOTAL SCORE

BENEFICIAL IMPACTS:

Providing additional park facilities/amenities for a variety of citizens. Promotes exercise, healthy relationships and community.

LOCATION MAP:



MASTER PLAN AND/OR STUDY REFERENCE:

Parks and Recreation Master Plan 2015-2020

SCHEDULE:

	Start	End
	Month Year	Month Year
Study:		
Design/Acquisition:		
Construction:		

SCHEDULE JUSTIFICATION:

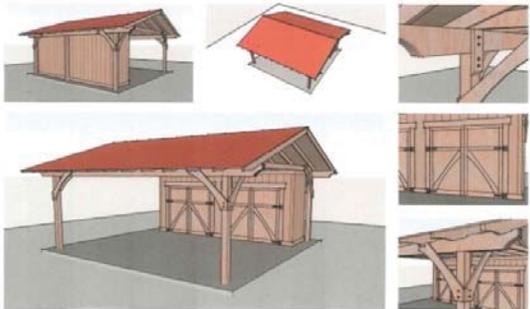
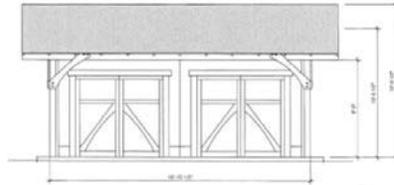
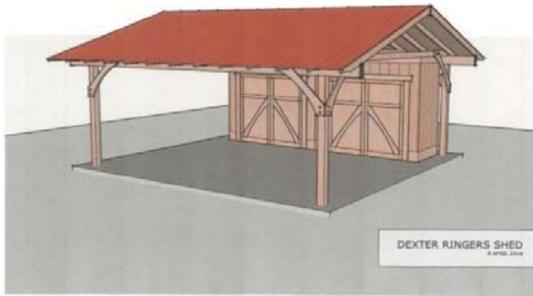
Park was surveyed in 2015. City rezoned the property to PP, Public Park to facilitate future public improvements. The City allocated funding in 2014 and 2015 to erect a shelter to store equipment used at the park. Funding was not allocated in 2016. Council considering funding for FY 2016-17, with construction in late summer 2016

PROJECT COST DETAIL:

Shelter - Permitting	General Fund	\$5,180
Shelter - Construction	General Fund	\$5,000

EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Beyond FY21	TOTALS
General Fund	\$2	\$5	\$5					\$10
Donations		TBD						\$0
								\$0
TOTALS	\$2	\$5	\$5	\$0	\$0	\$0	\$0	\$10



PROJECT NAME: Dog Park

PROJECT ID: 2.02

PRIORITY: IMPORTANT

PROJECT TYPE: Park Development

TOTAL COST: \$23,000

SUBMITTED BY: Parks and Recreation

YEARS IN CIP (Beginning year): 2 (2013)

DESCRIPTION:

The City owns property on Dan Hoey Road where the Community Garden is located. Development of an off leach dog area (approx. 3/4 acre) on the west side of the 4 acre parcel would meet the needs of a portion of the City's dog owner population. This project was discussed as a top priority by the PaRC upon Council determination of long term plans for property.

PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

0	Protect health, safety, lives of citizens
2	Maintain or improve public infrastructure, facilities
1	Reduce energy consumption, impact on the environment
3	Enhance social, cultural, recreational, aesthetics opportunities
2	Improve customer service, convenience for citizens
8	TOTAL SCORE

BENEFICIAL IMPACTS:

Providing additional park facilities/amenities for a variety of citizens. Promotes exercise, healthy relationships and community. The 5-H Coalition may be able to assist in the development.

LOCATION MAP:



PROJECT REMOVED PER RECOMMENDATION OF PaRC

MASTER PLAN AND/OR STUDY REFERENCE:

Parks and Recreation Master Plan 2009-2014 AND Dog Park Research in file (2012)

SCHEDULE:

SCHEDULE JUSTIFICATION:

	Start		End		
	Month	Year	Month	Year	
Study:		2013		2013	Study and cost estimates being completed, design, etc. to be done in 2013-2014. Construction slated for 2013-2014 when funding has been secured. 5-H Coalition could assist with mini-grant although project not listed in plan.
Design/Acquisition:		2013		2013	
Construction:		2013		2014	

PROJECT COST DETAIL:

Property Development	General Fund	750 l.f. fencing	\$12,000
		clearing approx. 1 acre	\$6,000
		parking/culvert	\$5,000

EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY15-16	FY16-17	FY17-18	FY18-19	FY19-20	Beyond FY20	TOTALS
General Fund			\$23					\$23
Donations								\$0
5-H Mini-Grant (14-15)								\$0
TOTALS	\$0	\$0	\$23	\$0	\$0	\$0	\$0	\$23

PROJECT NAME: Edison Street Sidewalk Construction (North Side)

PROJECT ID: 3.03

PRIORITY: DESIRABLE

PROJECT TYPE: New Sidewalk Construction

TOTAL COST: \$76,000

SUBMITTED BY: City Staff

YEARS IN CIP (Beginning year): 12 (2004)

DESCRIPTION:

Completion of 1500 LF of sidewalk on north side (south to be completed prior) will result in sidewalks on both sides of the street and complete the connection within the pedestrian sidewalk network. Placement of sidewalk shall give consideration to existing utilities, landscaping, topography, ditches and swales.

LOCATION MAP: Edison Street from Fifth to Second



PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

2	Protect health, safety, lives of citizens
2	Maintain or improve public infrastructure, facilities
2	Reduce energy consumption, impact on the environment
2	Enhance social, cultural, recreational, aesthetics opportunities
2	Improve customer service, convenience for citizens

10 TOTAL SCORE

BENEFICIAL IMPACTS:

Completion of the sidewalk network within the area and improved pedestrian safety throughout the City.

MASTER PLAN AND/OR STUDY REFERENCE:

CIP AND 2008 Non-motorized pathways inventory and map

SCHEDULE:

	Start		End	
	Month	Year	Month	Year
Study:		2015		2016
Design/Acquisition:		2016		2017
Construction:		2016		2017

SCHEDULE JUSTIFICATION:

In 2012 Council voted to install sidewalks on Edison, then reversed that decision. However, that didn't mean that the sidewalk issue was dead. After that, the Planning Commission added information/photos to the CIP regarding where sidewalks would be placed. Project will be completed as funding permits, likely 2016-17, based on priority projects.

PROJECT COST DETAIL:

New Sidewalk Construction	Local Streets	\$50/LF	\$76,000
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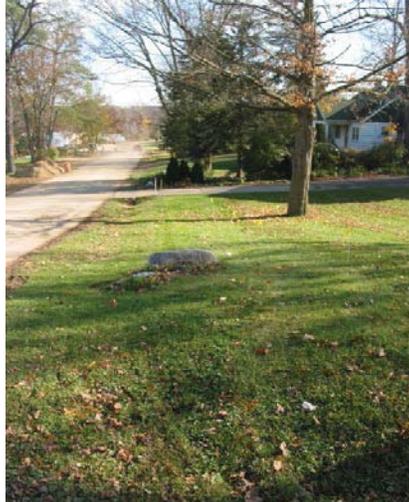
EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	Beyond FY21	TOTALS
Local Streets		\$76						\$76
								\$0
								\$0
								\$0
TOTALS	\$0	\$76	\$0	\$0	\$0	\$0	\$0	\$76

NORTH



SOUTH



PROJECT NAME: Grand Street New Sidewalk Installation

PROJECT ID: 3.04

PRIORITY: IMPORTANT

PROJECT TYPE: New Sidewalk Constructio

TOTAL COST: \$76,000

SUBMITTED BY: City Staff

YEARS IN CIP (Beginning year): 4 (2012)

DESCRIPTION:

Installation of approximately 1500 lineal feet of sidewalk between Baker Road and Mill Creek Park. Topography is flat however on street parking at existing industrial facility and existing street trees should be considered when locating sidewalk. Sidewalk alignment across street should also be considered.

LOCATION MAP: Grand Street NW of Baker to Mill Creek



PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

2	Protect health, safety, lives of citizens
2	Maintain or improve public infrastructure, facilities
2	Reduce energy consumption, impact on the env
2	Enhance social, cultural, recreational, aesthetics oppo
2	Improve customer service, convenience for citiz
10	TOTAL SCORE

BENEFICIAL IMPACTS:

This project provides a safe pedestrian system adjacent to a major thoroughfare and entrance into the City to downtown and the Mill Creek Park. Sidewalk will also improve the streetscape and greenbelt along this redevelopment corridor.

MASTER PLAN AND/OR STUDY REFERENCE:

CIP, 2008 Non-motorized pathways map and 2011 visual inventory

SCHEDULE:

	Start		End	
	Month	Year	Month	Year
Study:		2015		2016
Design/Acquisition:		2016		2017
Construction:		2016		2017

SCHEDULE JUSTIFICATION:

Project will be completed in coordination with water, sewer and streetscape improvements in the district, likely 2016-17, based on priority projects. Coordination with potential redevelopment should also be considered.

PROJECT COST DETAIL:

Sidewalk Construction and Design	Major Streets	\$50/LF	\$76,000
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EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	Beyond FY21	TOTALS
Major Streets		\$76						\$76
Private								\$0
								\$0
								\$0
TOTALS	\$0	\$76	\$0	\$0	\$0	\$0	\$0	\$76



PROJECT NAME: Second Street New Sidewalk Installation

PROJECT ID: 3.05

PRIORITY: IMPORTANT

PROJECT TYPE: New Sidewalk Construction

TOTAL COST: \$95,000

SUBMITTED BY: City Staff

YEARS IN CIP (Beginning year): 12 (2004)

DESCRIPTION:

Installation of new sidewalk along side of the street to create a pedestrian pathway from Central Street to Hudson Street. Placement of sidewalk shall give consideration to existing utilities, landscaping, topography, ditches and swales.

LOCATION MAP: Second St from Central to Inverness (SW side)



PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

2	Protect health, safety, lives of citizens
2	Maintain or improve public infrastructure, facilities
2	Reduce energy consumption, impact on the environment
2	Enhance social, cultural, recreational, aesthetics opportunities
2	Improve customer service, convenience for citizens
10	TOTAL SCORE

BENEFICIAL IMPACTS:

This project provides a safe pedestrian system for the neighborhoods along Second Street that are currently not served by sidewalks.

MASTER PLAN AND/OR STUDY REFERENCE:

CIP AND 2008 Non-motorized pathways inventory and map; OHM 2013 Improvement Project Memo 1/9/2013.

SCHEDULE:

Partial Completion

	Start		End	
	Month	Year	Month	Year
Study:		2010		2010
Design/Acquisition:		2013		2014
Construction:		TBD		TBD

SCHEDULE JUSTIFICATION:

Portion of Second Street from Central to Hudson completed in as part of Hudson Street reconstruction in 2013. Completion of sidewalk improvement will be tied to water main replacement.

PROJECT COST DETAIL:

Sidewalk Construction and Design	Major Streets	\$50/sf	\$95,000
Construction	Major Streets	\$50/sf	\$22,000

EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	Beyond FY21	TOTALS
General Fund	\$22		\$95					\$95
								\$0
								\$0
TOTALS	\$22	\$0	\$95	\$0	\$0	\$0	\$0	\$95

SOUTHWEST



NORTHEAST



PROJECT NAME: Fifth Street New Sidewalk Installation

PROJECT ID: 3.06

PRIORITY: IMPORTANT

PROJECT TYPE: New Sidewalk Construction

TOTAL COST: \$30,000

SUBMITTED BY: City Staff

YEARS IN CIP (Beginning year): 12 (2004)

DESCRIPTION:

Construction of a 600 foot segment of sidewalk to complete the sidewalk along the east side of Fifth Street near downtown and connect to existing sidewalk near Library. Placement of sidewalk shall give consideration to existing utilities, landscaping, topography, ditches and swales.

LOCATION MAP: Fifth St from Broad to Central (east side)



PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

2	Protect health, safety, lives of citizens
2	Maintain or improve public infrastructure, facilities
2	Reduce energy consumption, impact on the environment
2	Enhance social, cultural, recreational, aesthetics opportunities
2	Improve customer service, convenience for citizens

10 TOTAL SCORE

BENEFICIAL IMPACTS:

Connection of this highly used segment will improve safety of pedestrians by eliminating the need for midblock crossings.

MASTER PLAN AND/OR STUDY REFERENCE:

CIP AND 2008 Non-motorized pathways inventory and map

SCHEDULE:

SCHEDULE JUSTIFICATION:

	Start		End	
	Month	Year	Month	Year
Study:		2008		2009
Design/Acquisition:		2016		2017
Construction:		2017		2018

Project will be completed as funding permits, likely 2017-18, based on priority projects. Consideration to coordinating and completing with Central Street improvements.

PROJECT COST DETAIL:

New Sidewalk Design and Construction	Local Streets	\$50/LF	\$30,000
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EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	Beyond FY21	TOTALS
Local Streets			\$30					\$30
								\$0
								\$0
TOTALS	\$0	\$0	\$30	\$0	\$0	\$0	\$0	\$30

EAST



EAST



PROJECT NAME: Fourth Street New Sidewalk Installation

PROJECT ID: 3.07

PRIORITY: IMPORTANT

PROJECT TYPE: New Sidewalk Construc

TOTAL COST: \$38,000

SUBMITTED BY: Village Staff

YEARS IN CIP (Beginning year): 12 (2004)

DESCRIPTION:

Project includes construction of a 750 LF link from the school administration building to Hudson Street and St Andrews Church. Link completes sidewalks on Fourth Street. Location of sidewalk must consider existing utility poles, guy wires, ditching and connection to existing walks.

LOCATION MAP:



PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

2	Protect health, safety, lives of citizens
2	Maintain or improve public infrastructure, facilities
2	Reduce energy consumption, impact on the environment
2	Enhance social, cultural, recreational, aesthetics opportunities
2	Improve customer service, convenience for citizens
10	TOTAL SCORE

BENEFICIAL IMPACTS:

Project eliminates dead end sidewalk and improves safety by reducing possible midblock crossings.

MASTER PLAN AND/OR STUDY REFERENCE:

CIP AND 2008 Non-motorized pathways inventory and map, 2011 visual inventory.

SCHEDULE:

SCHEDULE JUSTIFICATION:

	Start Month	Start Year	End Month	End Year	
Study:		2008		2009	Project will be completed as funding permits, likely 2017-18, based on priority projects.
Design/Acquisition:		2017		2018	
Construction:		2017		2018	

PROJECT COST DETAIL:

New Sidewalk Construction	Major Streets	\$50/LF	\$38,000
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EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	Beyond FY21	TOTALS
Major Streets			\$38					\$38
								\$0
								\$0

TOTALS	\$0	\$0	\$38	\$0	\$0	\$0	\$0	\$38
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PROJECT NAME: Hudson Street New Sidewalk Installation

PROJECT ID: 3.08

PRIORITY: IMPORTANT

PROJECT TYPE: New Sidewalk Construction

TOTAL COST: \$65,000

SUBMITTED BY: City Staff

YEARS IN CIP (Beginning year):12 (2004)

DESCRIPTION:

Installation of approximately 1300 lineal feet of new sidewalk along the SE side of Hudson Street to complete the link between Ann Arbor Street and Baker Road. Placement of sidewalk should consider existing conditions including topography, ditches/swales, landscaping and utility poles along the street.

LOCATION MAP: Hudson St from Grand to Fourth (S side)



PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

2	Protect health, safety, lives of citizens
2	Maintain or improve public infrastructure, facilities
2	Reduce energy consumption, impact on the environment
2	Enhance social, cultural, recreational, aesthetics opportunities
2	Improve customer service, convenience for citizens

10 TOTAL SCORE

BENEFICIAL IMPACTS:

Improved pedestrian connectivity throughout the City.

MASTER PLAN AND/OR STUDY REFERENCE:

CIP AND 2011 Non-motorized pathways inventory and map

SCHEDULE:

	Start		End	
	Month	Year	Month	Year
Study:		2016		2017
Design/Acquisition:		2017		2018
Construction:		2017		2018

SCHEDULE JUSTIFICATION:

Northeasterly portion completed in conjunction with 2012-13 Hudson Street road repair from Second Street to Hudson Court. Remainder should be considered a top priority due to pedestrian travel along major thoroughfare.

PROJECT COST DETAIL:

Sidewalk Construction and Design	completed in 2013	\$50/LF	\$55,000
Sidewalk Construction and Design			\$65,000

EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	Beyond FY21	TOTALS
Major Streets	\$55		\$65					\$65
								\$0
								\$0
								\$0
TOTALS	\$55	\$0	\$65	\$0	\$0	\$0	\$0	\$65



PROJECT NAME: Forest Street New Sidewalk Construction (North)

PROJECT ID: 3.09

PRIORITY: DESIRABLE

PROJECT TYPE: New Sidewalk Construction

TOTAL COST: \$76,000

SUBMITTED BY: City Staff

YEARS IN CIP (Beginning year): 12 (2004)

DESCRIPTION:

Installation of 1500 LF new sidewalk on the north side of Forest Street from Baker to Kensington. Link challenging due to grade and swales. Placement of sidewalk will need to consider topography, landscaping, swales, and utilities. First block alignment must be adjusted to avoid severe slope and depression in topography. New alignment may need to be established.

LOCATION MAP: Forest Street



PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

2	Protect health, safety, lives of citizens
2	Maintain or improve public infrastructure, facilities
2	Reduce energy consumption, impact on the environment
2	Enhance social, cultural, recreational, aesthetics opportunities
2	Improve customer service, convenience for citizens
10	TOTAL SCORE

BENEFICIAL IMPACTS:

Completion of a dead end segment of sidewalk along Forest Street, improved pedestrian safety and completion of important pedestrian link to downtown.

MASTER PLAN AND/OR STUDY REFERENCE:

CIP AND 2011 Non-motorized pathways inventory and map, 2011 visual survey

SCHEDULE:

SCHEDULE JUSTIFICATION:

	Start		End		Project will be completed as funding permits, likely 2017-18, based on priority projects.
	Month	Year	Month	Year	
Study:		2008		2009	
Design/Acquisition:		2017		2018	
Construction:		2018		2018	

PROJECT COST DETAIL:

New Sidewalk Construction Local Streets \$50/LF \$76,000

EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	Beyond FY21	TOTALS
Local Streets			76					\$76
								\$0
								\$0
TOTALS	\$0	\$0	\$76	\$0	\$0	\$0	\$0	\$76

NORTH



SOUTH



NORTH



SOUTH





PROJECT NAME: Inverness Street New Sidewalk Construction

PROJECT ID: 3.11

PRIORITY: DESIRABLE

PROJECT TYPE: New Sidewalk Constructio

TOTAL COST: \$50,000

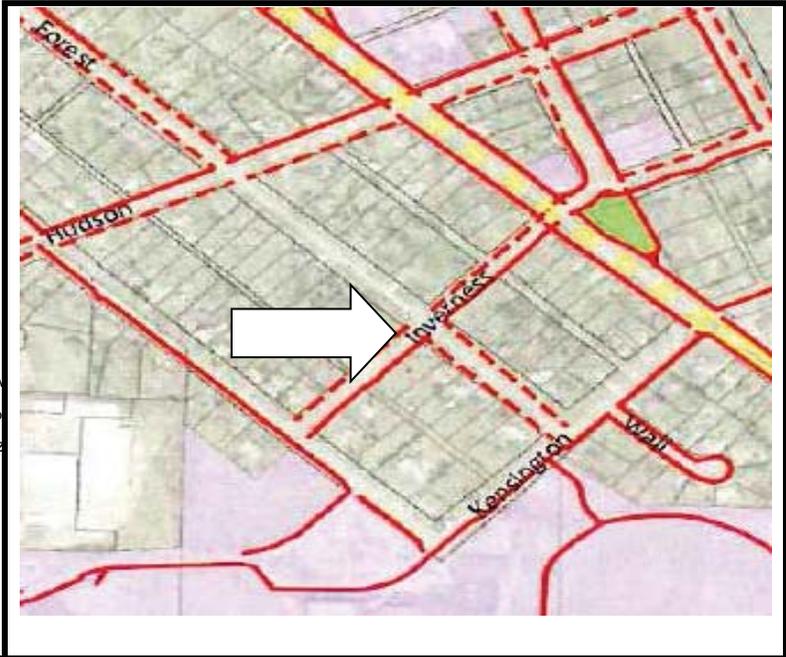
SUBMITTED BY: City Staff

YEARS IN CIP (Beginning year): 12 (2004)

DESCRIPTION:

Construction of 1000 LF of new sidewalk will link existing sidewalks close to the school and improve safety for school children walking to and from school. Placement of sidewalk shall give consideration to existing utilites, landscaping, topography, ditches and swales.

LOCATION MAP: Inverness from Grand to Ann Arbor St



PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

2	Protect health, safety, lives of citizens
2	Maintain or improve public infrastructure, facilities
2	Reduce energy consumption, impact on the env
2	Enhance social, cultural, recreational, aesthetics oppo
2	Improve customer service, convenience for citiz
10	TOTAL SCORE

BENEFICIAL IMPACTS:

Improved safety for pedestrians and school children and connectivity surrounding the schools.

MASTER PLAN AND/OR STUDY REFERENCE:

CIP AND 2008 Non-motorized pathways inventory and map

SCHEDULE:

SCHEDULE JUSTIFICATION:

	Start		End	
	Month	Year	Month	Year
Study:		2008		2009
Design/Acquisition:		2018		2018
Construction:		2018		2019

Project will be completed as funding permits, likely beyond 2018, based on priority projects.

PROJECT COST DETAIL:

New Sidewalk Construction	Local Streets	\$50/LF	\$50,000
---------------------------	---------------	---------	----------

EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	Beyond FY21	TOTALS
Local Streets				\$50				\$50
								\$0
								\$0
TOTALS	\$0	\$0	\$0	\$50	\$0	\$0	\$0	\$50



PROJECT NAME: Edison Street Sidewalk Construction (South Side)

PROJECT ID: 3.12

PRIORITY: IMPORTANT

PROJECT TYPE: New Sidewalk Construction

TOTAL COST: \$30,000

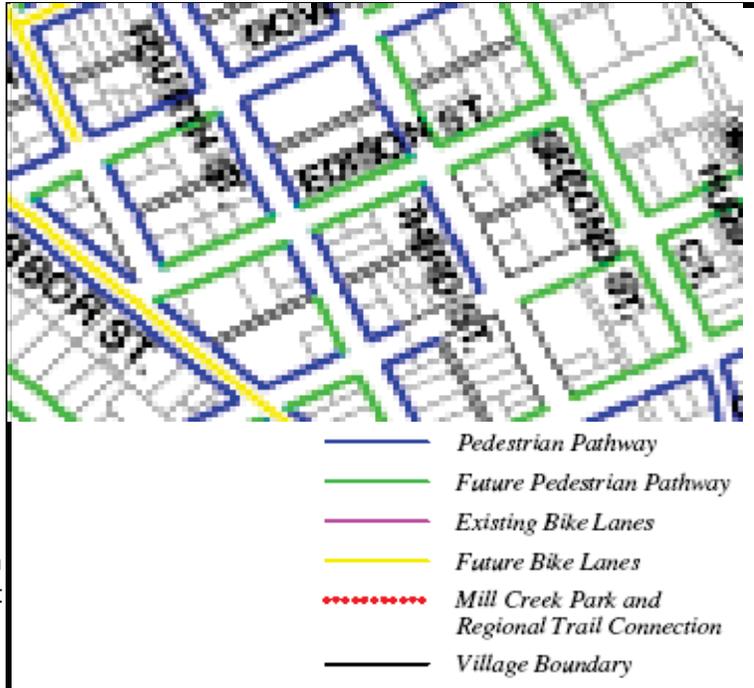
SUBMITTED BY: City Staff

YEARS IN CIP (Beginning year): 12 (2004)

DESCRIPTION:

Installation of 2000 LF of new sidewalk along the south side of Edison Street to achieve goal of sidewalk on at least one side of every street. Placement of sidewalk shall give consideration to existing utilities, landscaping, topography, ditches and swales.

LOCATION MAP: Edison St from Ann Arbor to Second



PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

2	Protect health, safety, lives of citizens
2	Maintain or improve public infrastructure, facilities
2	Reduce energy consumption, impact on the environment
2	Enhance social, cultural, recreational, aesthetics opportunities
2	Improve customer service, convenience for citizens

10 TOTAL SCORE

BENEFICIAL IMPACTS:

This project provides a safe pedestrian system for the neighborhoods along Edison Street that are currently not served by sidewalks. Project design complete and ready for construction.

MASTER PLAN AND/OR STUDY REFERENCE:

CIP AND 2008 Non-motorized pathways inventory and map

SCHEDULE:

SCHEDULE JUSTIFICATION:

	Start		End	
	Month	Year	Month	Year
Study:		2010		2010
Design/Acquisition:		2011		2012
Construction:		2018		2018

Project postponed in 2012-13 given project challenges.

PROJECT COST DETAIL:

Sidewalk Construction and Design	Local Streets	\$15/LF	\$30,000
		2011 bid	

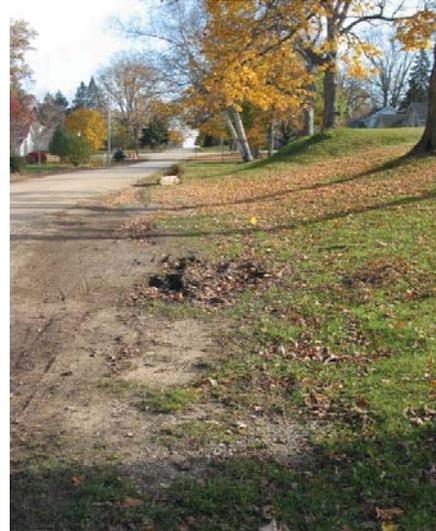
EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	Beyond FY21	TOTALS
Local Streets				\$30				\$30
								\$0
								\$0
TOTALS	\$0	\$0	\$0	\$30	\$0	\$0	\$0	\$30

NORTH SIDE



SOUTH SIDE



PROJECT NAME: Baker Road Crosswalk at Forest

PROJECT ID: 3.13

PRIORITY: IMPORTANT

PROJECT TYPE: Sidewalk Safety

TOTAL COST: \$10,000

SUBMITTED BY: City Staff

YEARS IN CIP (Beginning year): 3 (2013)

DESCRIPTION:

Addition of a pedestrian crosswalk. Offset alignment of Forest onto Baker requires engineering design for crosswalk placement.

LOCATION MAP: Baker Road at Forest Street



PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

3	Protect health, safety, lives of citizens
3	Maintain or improve public infrastructure, facilities
2	Reduce energy consumption, impact on the environment
2	Enhance social, cultural, recreational, aesthetics opportunities
2	Improve customer service, convenience for citizens
12	TOTAL SCORE

BENEFICIAL IMPACTS:

Improved pedestrian safety at intersection close to downtown. Improved infrastructure.

MASTER PLAN AND/OR STUDY REFERENCE:

Planning Commission.

SCHEDULE:

SCHEDULE JUSTIFICATION:

	Start		End	
	Month	Year	Month	Year
Study:		2015		2016
Design/Acquisition:		2015		2016
Construction:		2017		2018

Engineering review of crosswalk alignment required. Project cost minimal if feasible based on engineering study. Should be part of larger corridor study. STP funding requested for FY 2017-18.

PROJECT COST DETAIL:

Study:	<i>Funding source unknown</i>	TBD
Crossing design and construction	<i>Funding source unknown</i>	\$35,000
STP Funding		TBD

EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	Beyond FY21	TOTALS
Engineering and Design		\$5						\$5
Construction			\$30					\$30
STP			TBD	TBD	TBD	TBD	TBD	\$0
								\$0
TOTALS		\$0	\$5	\$30	\$0	\$0	\$0	\$35

PROJECT NAME: Baker Road Crosswalk at Grand Street

PROJECT ID: 3.14

PRIORITY:

PROJECT TYPE:

TOTAL COST: Unknown

SUBMITTED BY: Planning Commission

YEARS IN CIP (Beginning year): 1 (2015)

DESCRIPTION:

Addition of a pedestrian crosswalk. Offset alignment of Grand onto Baker requires engineering design for crosswalk placement.

LOCATION MAP:



PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

3	Protect health, safety, lives of citizens
3	Maintain or improve public infrastructure, facilities
2	Reduce energy consumption, impact on the environment
2	Enhance social, cultural, recreational, aesthetics opportunities
2	Improve customer service, convenience for citizens
12	TOTAL SCORE

BENEFICIAL IMPACTS:

Improved pedestrian safety at intersection close to downtown. Improved infrastructure.

MASTER PLAN AND/OR STUDY REFERENCE:

Planning Commission

SCHEDULE:

SCHEDULE JUSTIFICATION:

	Start		End	
	Month	Year	Month	Year
Study:		2013		2014
Design/Acquisition:		2014		2015
Construction:		2017		2018

Engineering review of crosswalk alignment required. Project cost minimal if feasible based on engineering study. Should be part of larger corridor study. STP funding requested for FY 2017-18.

PROJECT COST DETAIL:

TASK	FUNDING SOURCE	AMT
Study:		TBD
Engineering design and construction		\$5
Construction		\$30
Construction	STP	TBD

EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	Beyond FY21	Totals
Engineering and Design		\$5						\$5
Construction			\$30					\$30
STP			TBD	TBD	TBD	TBD	TBD	\$0
								\$0
TOTALS		\$0	\$5	\$30	\$0	\$0	\$0	\$35

CITY OF DEXTER * CAPITAL IMPROVEMENTS PLAN

PROJECT NAME: Downtown Restrooms

PROJECT ID: 4.02

PRIORITY: IMPORTANT

PROJECT TYPE: Facilities

TOTAL COST: \$100,000

SUBMITTED BY: City Council

YEARS IN CIP (Beginning year): 4 (2012)

DESCRIPTION:

Restrooms needed in downtown to serve visitors. Location unknown, renovated City Hall ideal location, however alternative or additional location may be necessary.

LOCATION MAP: UNKNOWN



PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable
1=Somewhat Important 2=Important 3=Very Important

3	Protect health, safety, lives of citizens
3	Maintain or improve public infrastructure, facilities
3	Reduce energy consumption, impact on the environment
3	Enhance social, cultural, recreational, aesthetics opportunities
3	Improve customer service, convenience for citizens
15	TOTAL SCORE

BENEFICIAL IMPACTS:

Improved customer service, meet community need, economic development.

Example ONLY of a possible stand alone facility.

MASTER PLAN AND/OR STUDY REFERENCE:

Facilities Committee, Staff, City Council, Work session minutes

SCHEDULE:

SCHEDULE JUSTIFICATION:

	Start		End	
	Month	Year	Month	Year
Study:		2013		2014
Design/Acquisition:		2015		2016
Construction:		2016		2017

Dependent on location determination, available funding, design, engineering. Existing locations and/or renovations should be considered to meet the need immediately.

PROJECT COST DETAIL:

Design/Construction General Fund \$100,000

EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	Beyond FY21	TOTALS
General Fund		\$100						\$100
								\$0
TOTALS	\$0	\$100	\$0	\$0	\$0	\$0	\$0	\$100

PROJECT NAME: Equipment Replacement

PROJECT ID: 4.03

PRIORITY: IMPORTANT

PROJECT TYPE: Equipment Replacement

TOTAL COST: \$75,000

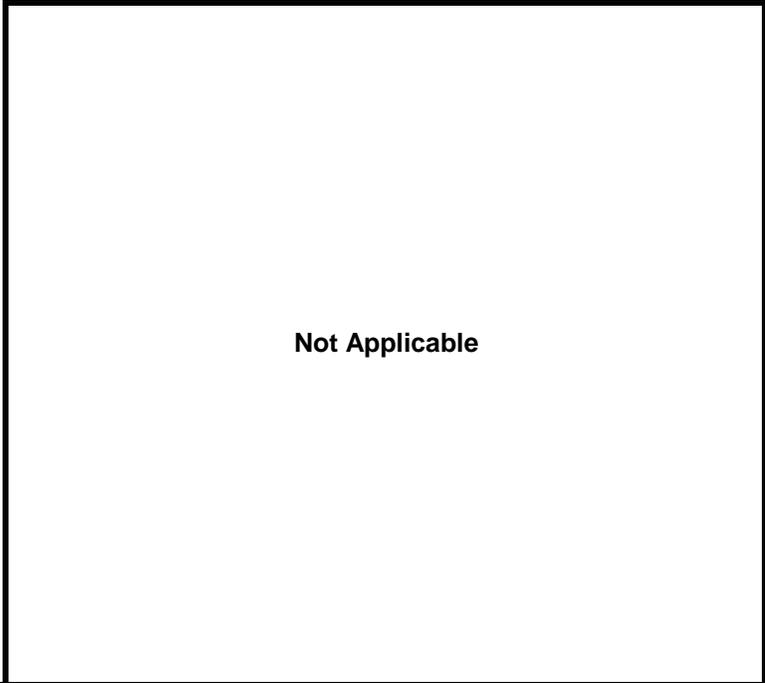
SUBMITTED BY: Staff

YEARS IN CIP (Beginning year): 6 (2010)

DESCRIPTION:

Equipment Replacement - Backhoe

LOCATION MAP:



PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable
1=Somewhat Important 2=Important 3=Very Important

2	Protect health, safety, lives of citizens
2	Maintain or improve public infrastructure, facilities
1	Reduce energy consumption, impact on the environment
1	Enhance social, cultural, recreational, aesthetics opportunities
3	Improve customer service, convenience for citizens
9	TOTAL SCORE

Not Applicable

BENEFICIAL IMPACTS:

Planning and prioritizing for equipment replacement as necessary

MASTER PLAN AND/OR STUDY REFERENCE:

Staff - DPW

SCHEDULE:

SCHEDULE JUSTIFICATION:

	Start		End	
	Month	Year	Month	Year
Study:		2010		2010
Design/Acquisition:				
Construction:				

As needed and determined by the DPW.
Purchased bobcat in FY 2015-16.

PROJECT COST DETAIL:

Backhoe

\$75,000

EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	Beyond FY21	TOTALS
Equipment Replacement Fund					\$75			\$75
Bobcat	\$35							
								\$0
TOTALS	\$35	\$0	\$0	\$0	\$75	\$0	\$0	\$75

PROJECT NAME: DPW Spoils Area Construction

PROJECT ID: 4.4

PRIORITY: IMPORTANT

PROJECT TYPE: Facilities

TOTAL COST: \$50,000

SUBMITTED BY: Village Staff

YEARS IN CIP (Beginning year): 3 (2013)

DESCRIPTION:

LOCATION MAP: DPW Site

Relocate current spoils piles along RR to a more defined/out-of-site area on the DPW property (along the west property line).



PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable
1=Somewhat Important 2=Important 3=Very Important

2	Protect health, safety, lives of citizens
2	Maintain or improve public infrastructure, facilities
2	Reduce energy consumption, impact on the environment
2	Enhance social, cultural, recreational, aesthetics opportunities
2	Improve customer service, convenience for citizens

10 TOTAL SCORE

BENEFICIAL IMPACTS:

Need to create a place for spoils for better storage and to relocate them away from the Border to Border Trail path along the railroad.

MASTER PLAN AND/OR STUDY REFERENCE:

Necessity for construction of B2B along DPW Drive; per easement agreement with County Parks.

SCHEDULE:

SCHEDULE JUSTIFICATION:

	Start		End	
	Month	Year	Month	Year
Study:		2013		2013
Design/Acquisition:		2013		2013
Construction:		2014		2014

Border to Border Trail scheduled to be completed in 2016.

PROJECT COST DETAIL:

General Fund

\$50,000

EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	Beyond FY21	TOTALS
General Fund		\$50						\$50
TOTALS	\$0	\$50	\$0	\$0	\$0	\$0	\$0	\$50

VILLAGE OF DEXTER * CAPITAL IMPROVEMENTS PLAN

PROJECT NAME: Office Equipment Replacement and Software Upgrades

PROJECT ID: 4.07

PRIORITY: IMPORTANT

PROJECT TYPE: Equipment Replacement

TOTAL COST: \$48,000

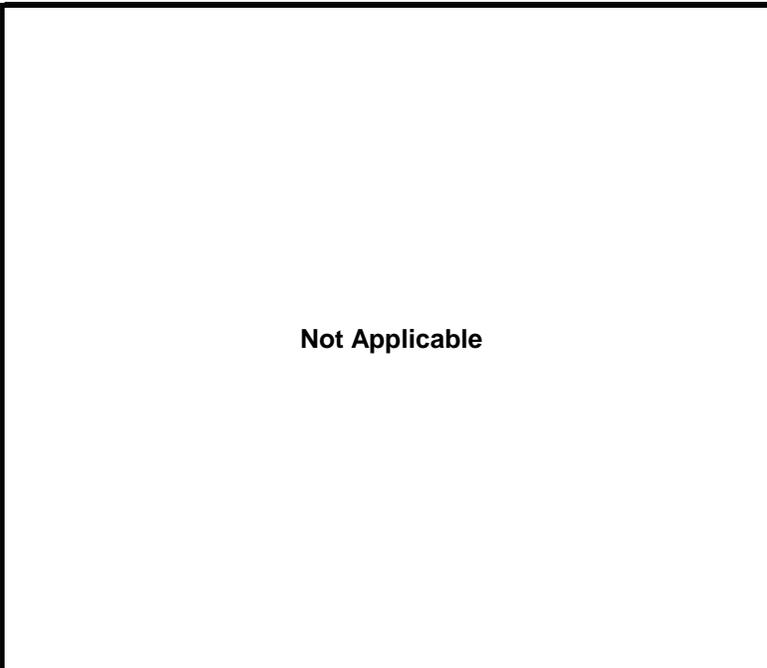
SUBMITTED BY: Staff

YEARS IN CIP (Beginning year): 4 (2012)

DESCRIPTION:

Equipment Replacement of office computers and upgrade of software suites.

LOCATION MAP:



PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

2	Protect health, safety, lives of citizens
2	Maintain or improve public infrastructure, facilities
1	Reduce energy consumption, impact on the environment
1	Enhance social, cultural, recreational, aesthetics opportunities
3	Improve customer service, convenience for citizens
9	TOTAL SCORE

Not Applicable

BENEFICIAL IMPACTS:

Planning and prioritizing for equipment replacement and software needs as necessary

MASTER PLAN AND/OR STUDY REFERENCE:

Staff - DPW

SCHEDULE:

	Start		End	
	Month	Year	Month	Year
Study:		2010		2010
Design/Acquisition:		2017		2018
Construction:		Ongoing		Ongoing

SCHEDULE JUSTIFICATION:

As needed and determined by the City manager. Network Plan created in 2015 to identify software and hardware needs and a timeline for upgrade and/or replacement. New drive for server completed in 2015. WWTP received new software and computer in 2015. Treasurer and City Manager workstation replacement planned for 2017. One computer per year will be replaced going forward. Consider Munetrix Capital Improvement Software

PROJECT COST DETAIL:

Computers	\$3,000
Software	\$13,000

EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	Beyond FY21	TOTALS
Equipment	\$25	\$3	\$3	\$3	\$3	\$3	\$3	\$18
Software	\$35	\$10	\$10		\$10		\$10	\$40
								\$0
TOTALS	\$60	\$13	\$13	\$3	\$13	\$3	\$13	\$58

PROJECT NAME: Mill Creek Park (North) Formerly Warrior Creek Park

PROJECT ID: 4.08

PRIORITY: IMPORTANT

PROJECT TYPE: Park Enhancement

TOTAL COST: \$290,000

SUBMITTED BY: Parks and Recreation

YEARS IN CIP (Beginning year): 15 (2001)

DESCRIPTION:

LOCATION MAP: Main Street and Alpine Street

In conjunction with improvements to Mill Creek Park improvements, B2B and upgrade the City facility bathrooms and parking improvements are necessary. Project coordination could be completed with City facility upgrades, although parking improvements/needs may be more immediate.



PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

- 2** Protect health, safety, lives of citizens
- 3** Maintain or improve public infrastructure, facilities
- 3** Reduce energy consumption, impact on the environment
- 3** Enhance social, cultural, recreational, aesthetics opportunities
- 3** Improve customer service, convenience for citizens

14 TOTAL SCORE

BENEFICIAL IMPACTS:

Enhancement of the trailhead, park parking and restroom facilities that serve a larger area, including downtown. Promotes economic development.

MASTER PLAN AND/OR STUDY REFERENCE:

2009 Parks and Recreation Master Plan, Mill Creek Park Master Plan 2009 and 2012 Master Plan

SCHEDULE:

SCHEDULE JUSTIFICATION:

	Start		End	
	Month	Year	Month	Year
Study:		2008		2009
Design/Acquisition:		2013		2015
Construction:		2013		2017

Project will be completed following improvements to Phase 1 Mill Creek Park and as funding permits or progress is made towards improvements to City facilities.

PROJECT COST DETAIL:

Parking Lot Improvements	Other (DDA?) Funds	\$100,000
Picnic Shelter	Go Bond	\$90,000
Public Restrooms	Go Bond	\$100,000

Funding Source	Prior Yrs	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	Beyond FY21	TOTALS
GO Bond		\$100		\$90				\$190
Other	\$75	\$100						\$100
Grants	\$10							\$0
TOTALS	\$85	\$200	\$0	\$90	\$0	\$0	\$0	\$290

PROJECT NAME: Zoning Ordinance Update

PROJECT ID: 5.01

PRIORITY: IMPORTANT

PROJECT TYPE: Long Range Planning

TOTAL COST: \$27,000

SUBMITTED BY: PC and Plg/Zoning Dept.

YEARS IN CIP (Beginning year): 6 (2010)

DESCRIPTION:

Following the update to the Master Plan a zoning ordinance update should be considered to incorporate new standards and concepts that promote the implementation of the Master Plan.

PROJECT JUSTIFICATION:

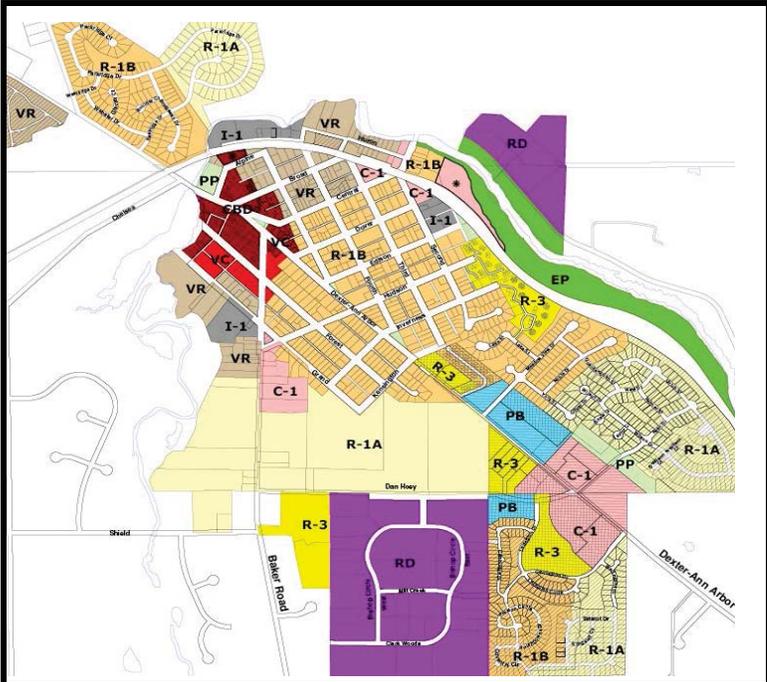
Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

3	Protect health, safety, lives of citizens
2	Maintain or improve public infrastructure, facilities
2	Reduce energy consumption, impact on the environment
3	Enhance social, cultural, recreational, aesthetics opportunities
3	Improve customer service, convenience for citizens
13	TOTAL SCORE

BENEFICIAL IMPACTS:

The zoning ordinance serves as the regulatory standard to guide development within the City of Dexter and provides for the regulative authority necessary to enforce ordinances adopted by the City of Dexter.

LOCATION MAP: Entire City



MASTER PLAN AND/OR STUDY REFERENCE:

City of Dexter Master Plan 2011 AND PA 33 of 2008.

SCHEDULE:

SCHEDULE JUSTIFICATION:

	Start		End	
	Month	Year	Month	Year
Study:		2011		2012
Design/Acquisition:		2012		2013
Construction:		2015		2016

Update to Zoning Ordinance approved in 2015, along with a reformatting of the ordinance to be more web-friendly. \$25,000 cost could be spread over two fiscal years. Codification estimated at \$2,000.

PROJECT COST DETAIL:

Zoning ordinance review and codification	General Fund	\$27,000
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EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	Beyond FY21	TOTALS
General Fund		\$14	\$13					\$27
								\$0
								\$0
								\$0
TOTALS	\$0	\$14	\$13	\$0	\$0	\$0	\$0	\$27

PROJECT NAME: Master Plan Update

PROJECT ID: 5.02

PRIORITY: IMPORTANT

PROJECT TYPE: Long Range Planning

TOTAL COST: \$50,000

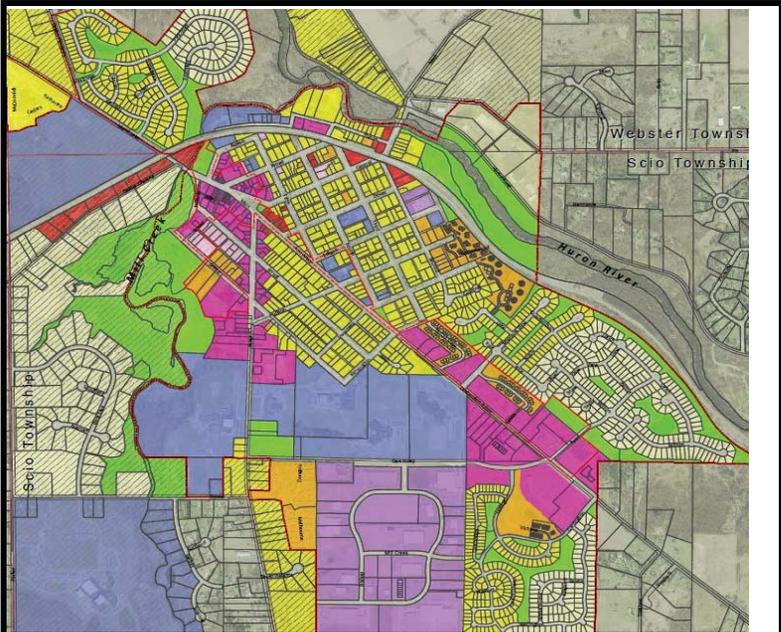
SUBMITTED BY: Planning Commission

YEARS IN CIP (Beginning year): 5 (2011)

DESCRIPTION:

A Master Plan is a 5 year plan that establishes policies, goals and objectives to guide a community's future. A Master Plan is required to be in place and the document is used to guide a community's land use and development decisions.

LOCATION MAP: Entire City



Future Land Use Map

PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

2	Protect health, safety, lives of citizens
2	Maintain or improve public infrastructure, facilities
2	Reduce energy consumption, impact on the environment
2	Enhance social, cultural, recreational, aesthetics opportunities
2	Improve customer service, convenience for citizens

10 TOTAL SCORE

BENEFICIAL IMPACTS:

The plan serves as a long term guide to the Boards and Commissions in making land use decisions, attempts to help coordinate public and private improvements and serves as an educational tool for residents, etc. on the direction of the community.

MASTER PLAN AND/OR STUDY REFERENCE:

City of Dexter Master Plan 2012 AND PA 33 of 2008.

SCHEDULE:

SCHEDULE JUSTIFICATION:

	Start		End	
	Month	Year	Month	Year
Study:		2017		2018
Design/Acquisition:		2017		2018
Construction:		2017		2018

Legislation requires that a communities Master Plan be reviewed and/or updated every 5 years. The City's last plan was started/completed in 2011/12 and will be reviewed/updated in 2017/18. Cost to update could be spreadout over two (2) FYs.

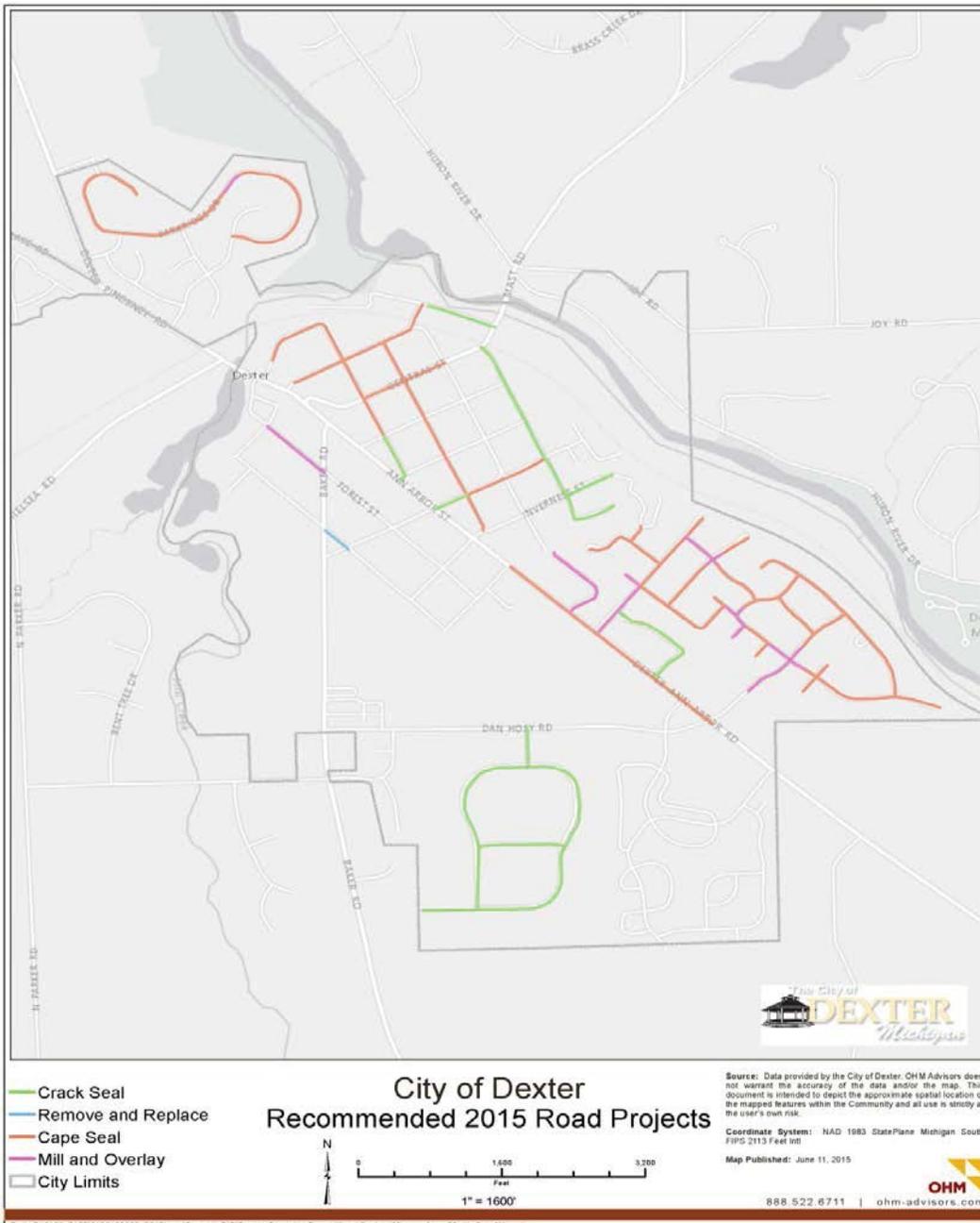
PROJECT COST DETAIL:

Master Plan Development General Fund \$50,000

EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	Beyond FY21	TOTALS
General Fund		\$25	\$25					\$50
								\$0
								\$0
TOTALS	\$0	\$25	\$25	\$0	\$0	\$0	\$0	\$50

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PROJECT NAME: Central Street Streetscape and Traffic Calming Improvements

PROJECT ID: 6.02

PRIORITY: IMPORTANT

PROJECT TYPE: Resurfacing/Utility/Streetscape

TOTAL COST: \$1,400,000

SUBMITTED BY: City Staff

YEARS IN CIP (Beginning year): 12 (2004)

DESCRIPTION:

Streetscape and traffic calming improvements to the entrance of the City. Adding streetlights, parallel parking, bike lanes, curb, gutter, storm improvements, including porous pavement and rain gardens and bioswales- includes storm improvements along Fifth Street and Third Street improvements and bridge aesthetic improvements.

LOCATION MAP: Central Street from Monument Park to Third



PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

3	Protect health, safety, lives of citizens
3	Maintain or improve public infrastructure, facilities
3	Reduce energy consumption, impact on the environment
2	Enhance social, cultural, recreational, aesthetics opportunities
2	Improve customer service, convenience for citizens
13	TOTAL SCORE

BENEFICIAL IMPACTS:

Improve the entrance to the City, continue the streetscape theme, calm traffic, provide additional parking and create a safer pedestrian environment

MASTER PLAN AND/OR STUDY REFERENCE:

CIP and 2012 Master Plan and completion of 2012 segment of project, PASER rating: 4-5

SCHEDULE:

	Start		End	
	Month	Year	Month	Year
Study:		2008		2009
Design/Acquisition:		2010		2013
Construction:		2017		2017

SCHEDULE JUSTIFICATION:

Segment from Mast Bridge to RR completed in 2012. Segment from Third to RR Tracks completed in late 2013-14. Segment between Fifth and Third Street remains to be completed. Remaining segments to be completed upon funding availability. Applied for STP-U funding for 2017-2020, which is slated for Baker Road (Project ID 6.04).

PROJECT COST DETAIL:

Construction and Design	TED-F/Major Street	\$503,000
Streetscape	STP-U	TBD
<i>DDA Reimbursement Likely after 2021</i>		\$310,000

EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Beyond FY21	TOTALS
Streets Fund	\$864			\$400				\$400
DDA-See Proj #1.03							\$310	\$310
Economic Development Grant				\$103				\$103
STP-U				TBD				\$0
TOTALS	\$864	\$0	\$0	\$503	\$0	\$0	\$310	\$813

PROJECT NAME: Alley Project (Baker and Hudson / Forest and Grand)

PROJECT ID: 6.04

PRIORITY: IMPORTANT

PROJECT TYPE: Street and storm improvements

TOTAL COST: \$60,000

SUBMITTED BY: City Staff

YEARS IN CIP (Beginning year): 6 (2010)

DESCRIPTION:

Storm, grading, pavement, connection to existing storm system or installation of a new catch basin to address storm problems along the alley. Stormwater problem to be addressed as well.

LOCATION MAP: Hudson Street-entire length



PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

1	Protect health, safety, lives of citizens
3	Maintain or improve public infrastructure, facilities
2	Reduce energy consumption, impact on the environment
2	Enhance social, cultural, recreational, aesthetics opportunities
1	Improve customer service, convenience for citizens
9	TOTAL SCORE

BENEFICIAL IMPACTS:

Improved Infrastructure, reduced stormwater problems

MASTER PLAN AND/OR STUDY REFERENCE:

CIP, Road Maintenance Plan, Stormwater Management Inventory

SCHEDULE:

	Start		End	
	Month	Year	Month	Year
Study:		2009		2012
Design/Acquisition:		2012		2013
Construction:				

SCHEDULE JUSTIFICATION:

Storm sewer to be added along Forest to Baker in 12-13 due to litigation. Additional improvements may be necessary in the future to manage additional storm water needs. Baker to Hudson postponed to future date.

PROJECT COST DETAIL:

Street and storm improvements Act 51 Streets \$60,000

EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Beyond FY21	TOTALS
Streets Fund	\$100						\$60	\$60
								\$0
								\$0
TOTALS	\$100	\$0	\$0	\$0	\$0	\$0	\$60	\$60

PROJECT NAME: Street Sign Replacement

PROJECT ID: 6.06

PRIORITY: IMPORTANT

PROJECT TYPE: Street Requirement

TOTAL COST: \$20,000

SUBMITTED BY: City Staff

YEARS IN CIP (Beginning year): 6 (2010)

DESCRIPTION:

Purchase and install new street signs as recommended by new Federal government. Consider working with Washtenaw County Road Commission sign makers to keep local and save on cost.

LOCATION MAP:

COMPLIANCE GUIDELINES - No longer required. 2015 Requirements: Regulatory Signs - 207; Warning Signs - 45; Guide Signs - 84; 2018 Requirements: Route Marker Signs - 8; Parking Signs - 136.

PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

1	Protect health, safety, lives of citizens
3	Maintain or improve public infrastructure, facilities
2	Reduce energy consumption, impact on the environment
2	Enhance social, cultural, recreational, aesthetics opportunities
1	Improve customer service, convenience for citizens
9	TOTAL SCORE

Michigan Manual of Uniform Traffic Control Devices (MMUTCD) sets forth standards for regulatory signs, warning signs, guide signs, route markers, parking signs, etc.

BENEFICIAL IMPACTS:

Upgrade signage inventory to meet Federal recommendations

MASTER PLAN AND/OR STUDY REFERENCE:

CIP and Road Maintenance Plan and Federal recommendations

SCHEDULE:

SCHEDULE JUSTIFICATION:

	Start		End	
	Month	Year	Month	Year
Study:		2010		2011
Design/Acquisition:		2011		2012
Construction:		2012		2018

Required per compliance dates no longer apply: recommended compliance dates - January 2012 Management system must be in place; January 2015 regulatory, warning and guide signage must be in compliance with requirements; January 2018 overhead guide signs and street signs must be in compliance

PROJECT COST DETAIL:

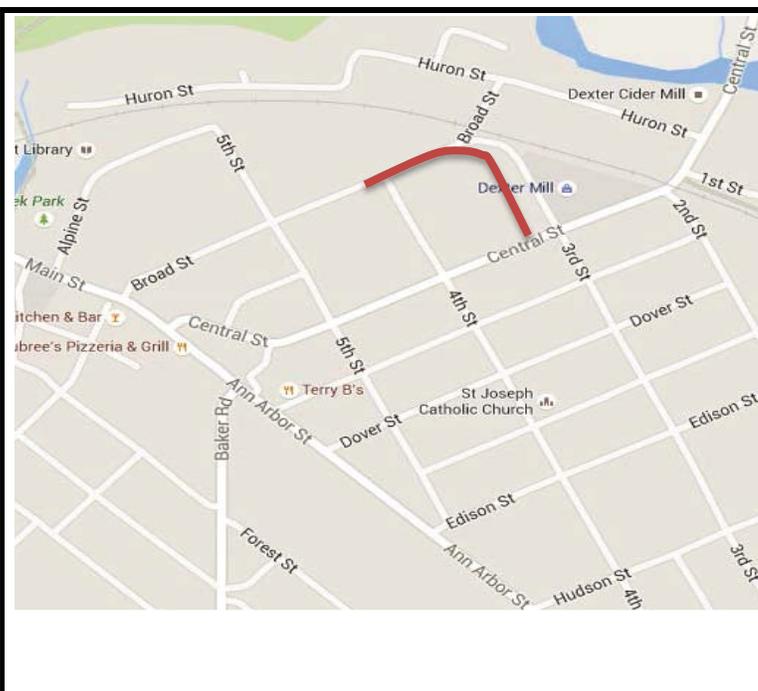
Streets Act 51 Streets \$20,000

EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Beyond FY21	TOTALS
Streets Fund	\$10	\$5	\$5	\$10				\$20
								\$0
								\$0
								\$0
TOTALS	\$10	\$5	\$5	\$10	\$0	\$0	\$0	\$20

PROJECT NAME: BROAD STREET RECONSTRUCTION**PROJECT ID: 6.07****PRIORITY: IMPORTANT****PROJECT TYPE: Street and Storm****TOTAL COST: \$1,250,000****SUBMITTED BY: Engineer****YEARS IN CIP (Beginning year): 0 (2016)****DESCRIPTION:**

Reconstruction of Broad and Third Street from 5th Street to Central

LOCATION MAP:**PROJECT JUSTIFICATION:**Value indicates the degree to which the project will help to: 0=Not Applicable
1=Somewhat Important 2=Important 3=Very Important

2	Protect health, safety, lives of citizens
3	Maintain or improve public infrastructure, facilities
1	Reduce energy consumption, impact on the environment
2	Enhance social, cultural, recreational, aesthetics opportunities
3	Improve customer service, convenience for citizens
11	TOTAL SCORE

BENEFICIAL IMPACTS:

The project will provide positive aesthetic and traffic improvements to the northern entry point into downtown Dexter. The project will also improve drainage along the corridor.

MASTER PLAN AND/OR STUDY REFERENCE:

Central Street Plan (2009) and WATS 2017-2020 Call for Projects.

SCHEDULE:**SCHEDULE JUSTIFICATION:**

	Start		End	
	Month	Year	Month	Year
Study:		2016		2016
Design/Acquisition:		2019		2019
Construction:		2020		2020

Schedule is subject to the availability of funds as allocated by WATS / Federal Aid Committee.

PROJECT COST DETAIL:

TASK	FUNDING SOURCE	AMT
Preliminary Engineering	Road Fund	\$75,000
Construction	Road Fund	\$450,000
	STP-U	\$700,000

EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Beyond FY21	TOTALS
Road Fund (Design)					\$75			\$75
Road Fund (CE)						\$150		\$150
Road Fund (Match)						\$300		\$300
STP-U						\$800		\$700
TOTALS	\$0	\$0	\$0	\$0	\$75	\$1,250	\$0	\$1,225

PROJECT NAME: Department of Public Works (DPW) Access Drive

PROJECT ID: 6.01

PRIORITY: IMPORTANT

PROJECT TYPE: Resurfacing/Utility/Streetscape

TOTAL COST: \$50,000

SUBMITTED BY: City Staff

YEARS IN CIP (Beginning year): 4 (2012)

DESCRIPTION:

LOCATION MAP: Central Street at RR Tracks

Pave DPW Access drive to reduce vehicle damage and improve access. Stock piles to be removed as part of Border to Border Trail Segment D1 - construction anticipated spring/summer 2015.

PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

2	Protect health, safety, lives of citizen
3	Maintain or improve public infrastructure, facilities
3	Reduce energy consumption, impact on the environment
1	Enhance social, cultural, recreational, aesthetics opportunities
2	Improve customer service, convenience for citizens
11	TOTAL SCORE



BENEFICIAL IMPACTS:

Improve and define the entrance to DPW building. Reduce dust and debris adjacent to B2B Non-Motorized path.

MASTER PLAN AND/OR STUDY REFERENCE:

CIP and 2012 Master Plan, and 2011 cost estimate

SCHEDULE:

SCHEDULE JUSTIFICATION:

	Start		End	
	Month	Year	Month	Year
Study:		2008		2009
Design/Acquisition:		2014		2015
Construction:		2015		2016

Project completion coordinated with the installation/construction of the B-2-B Trail in 2015. Completion anticipated in spring 2016.

PROJECT COST DETAIL:

Construction and Design General Fund \$50,000

EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY16-17	FY17-18	FY18-19	FY19-20	FY 20-21	Beyond FY21	TOTALS
Streets Fund		\$50						\$50
								\$0
								\$0
TOTALS	\$0	\$50	\$0	\$0	\$0	\$0	\$0	\$50

PROJECT NAME: Baker Road Streetscape, Pedestrian Improvements

PROJECT ID: 6.04

PRIORITY: IMPORTANT

PROJECT TYPE: Resurfacing/Utility/Streetscape

TOTAL COST: \$550,000

SUBMITTED BY: City Staff

YEARS IN CIP (Beginning year): 3 (2012)

DESCRIPTION:

Streetscape improvements, such as adding bike lanes and/or sharrows, other non-motorized and ADA upgrades. Project anticipated to coincide with DDA Project ID 1.04. For improvement/addition of a mid-block crossing to serve the schools along Baker see Project ID 10.04. For road maintenance see Project ID 6.02.b.

LOCATION MAP: Baker Road-Dan Hoey to Main Street



PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

3	Protect health, safety, lives of citizens
3	Maintain or improve public infrastructure, facilities
3	Reduce energy consumption, impact on the environment
2	Enhance social, cultural, recreational, aesthetics opportunities
2	Improve customer service, convenience for citizens
13	TOTAL SCORE

BENEFICIAL IMPACTS:

Improve the road surface, enhance to the City, and truck route, continue the streetscape theme, calm traffic, create a safer pedestrian and bicyclist environment

MASTER PLAN AND/OR STUDY REFERENCE:

CIP and Master Plan, PASER rating: 6

SCHEDULE:

SCHEDULE JUSTIFICATION:

	Start		End	
	Month	Year	Month	Year
Study:		2012		2013
Design/Acquisition:		2015		2016
Construction:		2017		2018

Project submitted for Federal Aid in 2012 and received high score. Federal funding anticipated to be available in FY 16-17.

PROJECT COST DETAIL:

Construction and Design STPU/Major/Local \$550,000

Streetscape Enhancements should be coordinated with DDA and Federal TE Funding See Project 10-1.0-2007

DDA participation not likely until after 2017

EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Beyond FY21	TOTALS
Streets Fund			\$100					\$100
Dexter Schools			\$50					\$50
STP-U			\$400					\$400
TOTALS	\$0	\$0	\$550	\$0	\$0	\$0	\$0	\$550

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PROJECT NAME: Stormwater Master Plan

PROJECT ID: 7.01

PROJECT TYPE: Stormwater Management

SUBMITTED BY: City Staff

PRIORITY: IMPORTANT

TOTAL COST: \$239,000

YEARS IN CIP (Beginning year): 3 (2013)

DESCRIPTION:

Comprehensive stormwater infrastructure analysis and study encompassing the entire City.

PROJECT JUSTIFICATION:

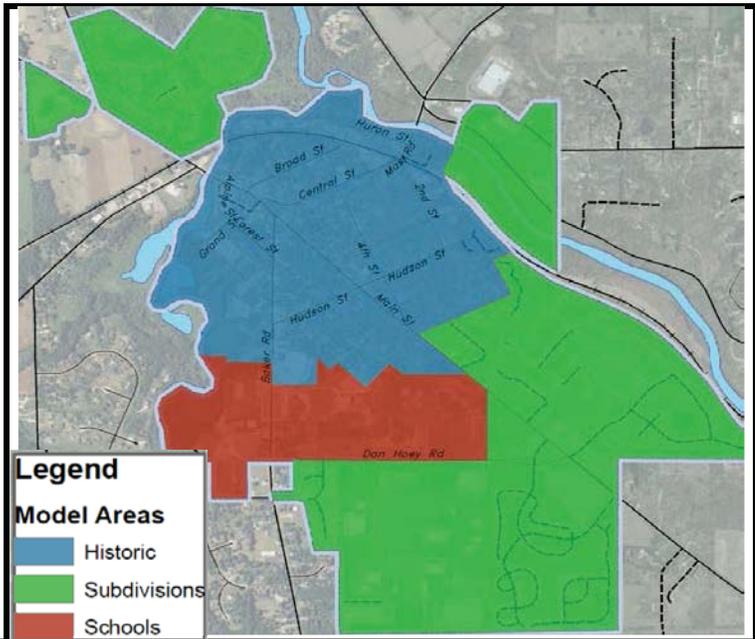
Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

2	Protect health, safety, lives of citizens
3	Maintain or improve public infrastructure, facilities
2	Reduce energy consumption, impact on the environment
2	Enhance social, cultural, recreational, aesthetics opportunities
2	Improve customer service, convenience for citizens
11	TOTAL SCORE

BENEFICIAL IMPACTS:

Tool to help better identify, prioritize, plan for and manage stormwater improvement projects.

LOCATION MAP:



MASTER PLAN AND/OR STUDY REFERENCE:

MS4 Permit; Stormwater Education; Long Range Planning for Stormwater needs

SCHEDULE:

SCHEDULE JUSTIFICATION:

	Start		End	
	Month	Year	Month	Year
Study:		2013		2014
Design/Acquisition:				
Construction:				

SAW Grant application submitted Dec 2014. While application not selected in SAW Lottery it remains eligible for funding in the future.

PROJECT COST DETAIL:

Major/Local Streets	\$20,200
S2 Grant	\$215,130
Schools	\$3,670

EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Beyond FY21	TOTALS
Major/Local Streets				\$20				\$20
S2 Grant				\$215				\$215
Schools				\$4				\$4
TOTALS	\$0	\$0	\$0	\$239	\$0	\$0	\$0	\$239

PROJECT NAME: Regional Storm Basin

PROJECT ID: 7.03

PRIORITY: IMPORTANT

PROJECT TYPE: Stormwater Management

TOTAL COST: \$274,000

SUBMITTED BY: City Staff

YEARS IN CIP (Beginning year): 7 (2009)

DESCRIPTION:

Construct a wetland within the Mill Creek watershed at the end of 2 storm outfalls along Baker Road behind the day care center. The wetland will serve as a stormwater treatment facility, educational area and can hold additional storm water generated from development in the area.

LOCATION MAP: West of Baker Road, north of schools



PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

3	Protect health, safety, lives of citizens
3	Maintain or improve public infrastructure, facilities
3	Reduce energy consumption, impact on the environment
2	Enhance social, cultural, recreational, aesthetics opportunities
1	Improve customer service, convenience for citizens
12	TOTAL SCORE

BENEFICIAL IMPACTS:

Will improve the quality of up to 15% of the stormwater from the City entering the Mill Creek and reduce the nutrients, sediments, etc entering the creek and improve the natural habitat with the creek.

MASTER PLAN AND/OR STUDY REFERENCE:

Clean Michigan Initiative (CMI) Part 319 Grant Application 2009 and 2010, both denied - AND Mill Creek Park Master Plan

SCHEDULE:

	Start		End	
	Month	Year	Month	Year
Study:		2008		2009
Design/Acquisition:		2010		2011
Construction:		2011		2012

SCHEDULE JUSTIFICATION:

CMI Grant not awarded, application will be resubmitted as CMI priorities meet City needs. City should consider HRWC submittal of project based on funding awards in 2009. Project should be coordinated with other funded projects, including Mill Creek Park Development or private redevelopment of the former PILOT site on Grand Street. Project should also be included in Stormwater Asset Management Plan. This project is tied to ID #7.01.

PROJECT COST DETAIL:

Constructed Wetland	Major/Local Streets	\$69,000
	CMI 319 Grant	\$205,000

EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Beyond FY21	TOTALS
Street Fund				\$69				\$69
CMI 319 Grant/Other				\$205				\$205
TOTALS	\$0	\$0	\$0	\$274	\$0	\$0	\$0	\$274

PROJECT NAME: Baker Road Storm Channel Rehabilitation

PROJECT ID: 7.04

PRIORITY: IMPORTANT

PROJECT TYPE: Stormwater Maintenance

TOTAL COST: Unknown

SUBMITTED BY: City Staff

YEARS IN CIP (Beginning year): 7 (2009)

DESCRIPTION:

Rehabilitate the storm channel between the storm outlet from Baker Road and the proposed constructed wetland with pool steps and riparian buffers. Current channel heavily eroded from flash flows and likely contributes to significant sediment in Mill Creek.

LOCATION MAP: West of Baker Road north of schools



PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

3	Protect health, safety, lives of citizens
3	Maintain or improve public infrastructure, facilities
3	Reduce energy consumption, impact on the environment
2	Enhance social, cultural, recreational, aesthetics opportunities
2	Improve customer service, convenience for citizens
13	TOTAL SCORE

BENEFICIAL IMPACTS:

Reduction of pollutants entering the Mill Creek, rehab of a channel that is heavily eroded, improve quality of stormwater entering the Mill Creek watershed.

MASTER PLAN AND/OR STUDY REFERENCE:

Clean Michigan Initiative (CMI) Part 319 Grant Application 2009 and Mill Creek Park Master Plan

SCHEDULE:

SCHEDULE JUSTIFICATION:

	Start		End		
	Month	Year	Month	Year	
Study:		2008		2009	Project important and should be considered when funding available. CMI Grants should be actively pursued.
Design/Acquisition:		2010		2010	
Construction:		2014		2015	

PROJECT COST DETAIL:

Channel Rehabilitation	Major/Local Streets	\$14,000
	CMI 319 Grant	TBD

EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Beyond FY21	TOTALS
Streets Fund			\$14					\$14
CMI 319 Grant			TBD					\$0
TOTALS	\$0	\$0	\$14	\$0	\$0	\$0	\$0	\$14

PROJECT NAME: Fourth Street Storm Sewer

PROJECT ID: 7.05

PRIORITY: IMPORTANT

PROJECT TYPE: Storm Sewer Construction TOTAL COST: \$100,000

SUBMITTED BY: Utility Department

YEARS IN CIP (Beginning year): 11 (2005)

DESCRIPTION:

Construction of storm sewer near the old library site (Fourth Street between Central and Broad Streets) to reduce flooding and soil erosion. Curb and gutter should be considered to accommodate on street parking.

LOCATION MAP: Fourth St between Central and Broad



PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

3	Protect health, safety, lives of citizens
3	Maintain or improve public infrastructure, facilities
2	Reduce energy consumption, impact on the environment
1	Enhance social, cultural, recreational, aesthetics opportunities
2	Improve customer service, convenience for citizens
11	TOTAL SCORE

BENEFICIAL IMPACTS:

Improve stormwater conveyance, eliminate yard flooding and eliminate erosion of roadway shoulder.

MASTER PLAN AND/OR STUDY REFERENCE:

Storm Water Management Study 2004 and OHM recommendation

SCHEDULE:

SCHEDULE JUSTIFICATION:

	Start		End		
	Month	Year	Month	Year	
Study:		2004		2005	Project should be coordinated with any redevelopment of the former library site OR should be completed following Fifth and Central Street drainage issues. This project is tied to ID#6.02.
Design/Acquisition:		2014		2015	
Construction:		2015		2016	

PROJECT COST DETAIL:

Storm sewer construction Major/Local Streets \$100,000

EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Beyond FY21	TOTALS
Streets Fund				\$100				\$100
								\$0
								\$0
								\$0
TOTALS	\$0	\$0	\$0	\$100	\$0	\$0	\$0	\$100

PROJECT NAME: Grand Street Storm Sewer

PROJECT ID: 7.06

PRIORITY: IMPORTANT

PROJECT TYPE: Storm Sewer Construction

TOTAL COST: \$135,000

SUBMITTED BY: Utility Department

YEARS IN CIP (Beginning year): 7 (2009)

DESCRIPTION:

Adding storm sewer along Grand Street improves the redevelopment potential in accordance with the DDA Plan. Storm sewer is needed to convey water off-site and accommodate development. Swales would likely be used on south side of street. Water can be conveyed to Mill Pond park detention area for additional treatment.

LOCATION MAP: Grand Street between Baker and Mill Creek



PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

2	Protect health, safety, lives of citizens
3	Maintain or improve public infrastructure, facilities
2	Reduce energy consumption, impact on the environment
1	Enhance social, cultural, recreational, aesthetics opportunities
2	Improve customer service, convenience for citizens
10	TOTAL SCORE

BENEFICIAL IMPACTS:

Improves redevelopment potential, improves the City's storm sewer system, meets Phase 2 requirements.

MASTER PLAN AND/OR STUDY REFERENCE:

Storm Water Management Study 2004 and DDA Development Plan recommendations

SCHEDULE:

	Start		End	
	Month	Year	Month	Year
Study:		2004		2010
Design/Acquisition:		2014		2015
Construction:		2015		2016

SCHEDULE JUSTIFICATION:

Additional research will be necessary for project, should be coordinated with Mill Creek Park storm basin construction, water and sewer improvements slated inconjunction with redevelopment along Grand Street. This project is tied to the 3045 Broad Street (ID# 1.0) and Grand Street/Baker Road redevelopments.

PROJECT COST DETAIL:

Storm sewer construction	Major/Local Streets	\$135,000
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EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Beyond FY21	TOTALS
Streets Fund				\$135				\$135
								\$0
								\$0
								\$0
TOTALS	\$0	\$0	\$0	\$135	\$0	\$0	\$0	\$135

PROJECT NAME: Storm Outlet Rehabilitation

PROJECT ID: 7.07

PRIORITY: DESIRABLE

PROJECT TYPE: Storm Water Maintenance

TOTAL COST: \$200,000

SUBMITTED BY: City Staff

YEARS IN CIP (Beginning year): 7 (2009)

DESCRIPTION:

Storm outlets within the City are in need of rehabilitation. Locations include outdoor lab outlet from Walkabout Creek and other small outlets into the Mill Creek and Huron River.

PROJECT JUSTIFICATION:

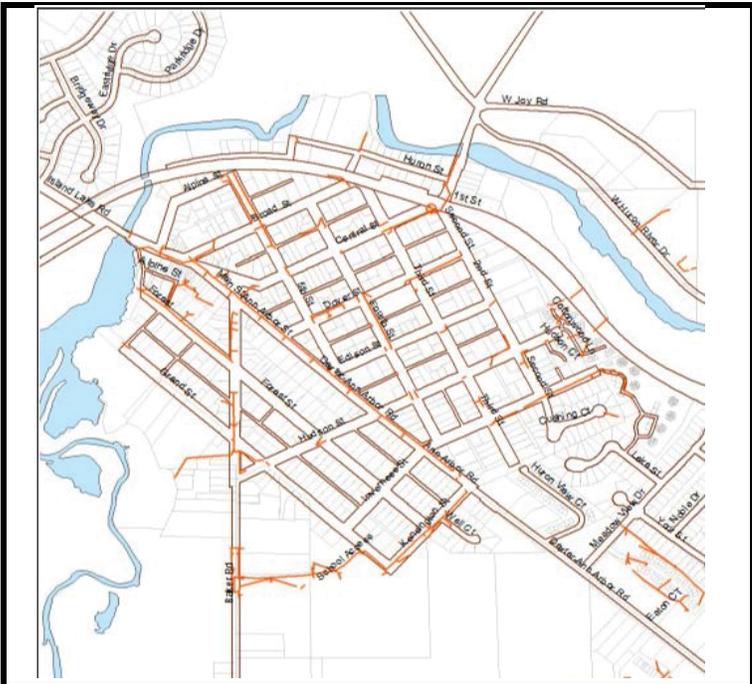
Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

2	Protect health, safety, lives of citizens
3	Maintain or improve public infrastructure, facilities
3	Reduce energy consumption, impact on the environment
2	Enhance social, cultural, recreational, aesthetics opportunities
1	Improve customer service, convenience for citizens
11	TOTAL SCORE

BENEFICIAL IMPACTS:

Compliance with Phase 2 regulations, reduction in pollutants entering the Mill Creek and Huron River and improved infrastructure

LOCATION MAP:



MASTER PLAN AND/OR STUDY REFERENCE:

Storm Water Management Study 2004, Mill Creek Master Plan and regional trail coordination

SCHEDULE:

SCHEDULE JUSTIFICATION:

	Start		End	
	Month	Year	Month	Year
Study:		2011		2012
Design/Acquisition:		2013		2014
Construction:		2015		2016

Project is not a priority, however should be considered. Outlets at certain locations may be improved with other ongoing projects. Huron Street improvements completed in 2015.

PROJECT COST DETAIL:

Storm Outlet Rehabilitation Major/Local Streets \$200,000

EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Beyond FY21	TOTALS
Streets Fund	\$30					\$200		\$200
								\$0
								\$0
								\$0
TOTALS	\$30	\$0	\$0	\$0	\$0	\$200	\$0	\$200

PROJECT NAME: Bio-retention systems

PROJECT ID: 7.08

PRIORITY: DESIRABLE

PROJECT TYPE: Stormwater Management

TOTAL COST: \$160,000

SUBMITTED BY: City Staff

YEARS IN CIP (Beginning year): 7 (2009)

DESCRIPTION:

Construct 12 vegetated swales within the right-of-way and 8 rain gardens on private property to help manage and treat stormwater and educate the public.

LOCATION MAP:



PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

2	Protect health, safety, lives of citizens
3	Maintain or improve public infrastructure, facilities
3	Reduce energy consumption, impact on the environment
2	Enhance social, cultural, recreational, aesthetics opportunities
1	Improve customer service, convenience for citizens
11	TOTAL SCORE

BENEFICIAL IMPACTS:

Improved stormwater quality entering the Mill Creek, reduction of pollutants entering the creek and public involvement and education.

MASTER PLAN AND/OR STUDY REFERENCE:

Clean Michigan Initiative (CMI) Part 319 Grant Application 2009 and 2011 - denied

SCHEDULE:

SCHEDULE JUSTIFICATION:

	Start		End		Project only a priority with grant funding. CMI Grants should be actively pursued. This project is tied to ID# 7.01.
	Month	Year	Month	Year	
Study:		2008		2011	
Design/Acquisition:		2015		2015	
Construction:		2016		2017	

PROJECT COST DETAIL:

Bio-Retention Swales/Raingardens	Major/Local Streets	\$60,000
	CMI 319 Grant	\$100,000

EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Beyond FY21	TOTALS
Streets Fund							\$60	\$60
CMI 319 Grant/Other							\$100	\$100
TOTALS	\$0	\$0	\$0	\$0	\$0	\$0	\$160	\$160

PROJECT NAME: Grand Street Sanitary Main Replacement

PROJECT ID: 8.02

PRIORITY: IMPORTANT

PROJECT TYPE: Utility Upgrades

TOTAL COST: \$135,000

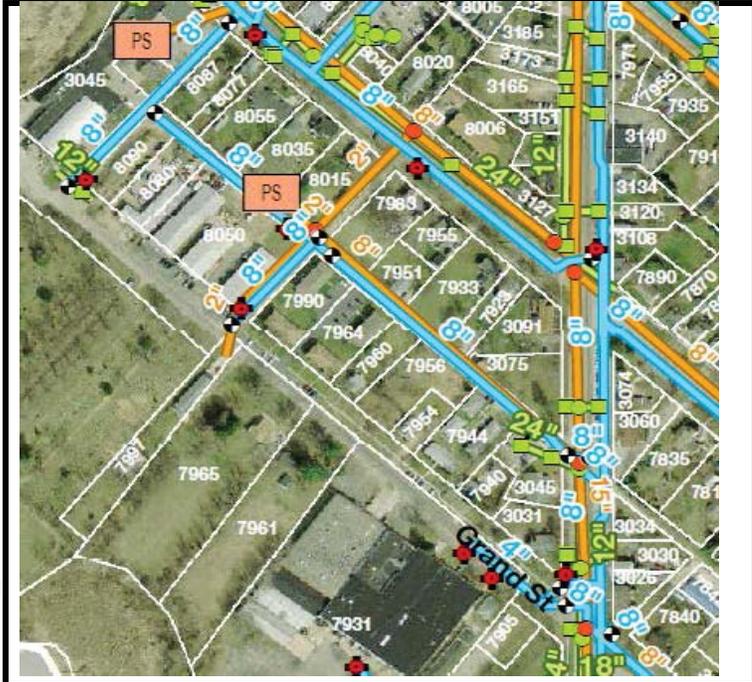
SUBMITTED BY: City Staff

YEARS IN CIP (Beginning year): 7 (2009)

DESCRIPTION:

Replacement of the shallow sanitary main with a deeper, less steep sanitary sewer (approx 700 feet) to facilitate redevelopment in the Grand Street area, west of Baker Road. Lining of sewer in alley. Pump stations may be necessary due to grade in area and multiple users currently on private pump station.

LOCATION MAP: Grand Street west of Baker



PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

2	Protect health, safety, lives of citizens
3	Maintain or improve public infrastructure, facilities
2	Reduce energy consumption, impact on the environment
2	Enhance social, cultural, recreational, aesthetics opportunities
2	Improve customer service, convenience for citizens
11	TOTAL SCORE

BENEFICIAL IMPACTS:

May provide incentive for redevelopment along Grand Street.

MASTER PLAN AND/OR STUDY REFERENCE:

SRF Project Plan AND Master Plan

SCHEDULE:

	Start		End	
	Month	Year	Month	Year
Study:		2008		2011
Design/Acquisition:		2011		2012
Construction:		TBD		TBD

SCHEDULE JUSTIFICATION:

Project is a priority due to potential redevelopment implications, however should be coordinated with water main installation and potential regional storm management plans, including 3045 Broad Street (ID# 1.0) and Grand St/Baker Rd redevelopments. Not included in Project Plan for funding due to economic development relatedness.

PROJECT COST DETAIL:

Replacement of sanitary sewer Sewer Fund \$135,000

EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Beyond FY21	TOTALS
Sewer Fund		\$135						\$135
								\$0
								\$0
								\$0
TOTALS	\$0	\$135	\$0	\$0	\$0	\$0	\$0	\$135

PROJECT NAME: WWTP Property Acquisition

PROJECT ID: 8.03

PRIORITY: DESIRABLE

PROJECT TYPE: Facility Needs

TOTAL COST: \$100,000 (TBD)

SUBMITTED BY: City Staff

YEARS IN CIP (Beginning year): 5 (2011)

DESCRIPTION:

Future property acquisition for WWTP expansion.

LOCATION MAP: Huron Street



PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

2	Protect health, safety, lives of citizens
3	Maintain or improve public infrastructure, facilities
1	Reduce energy consumption, impact on the environment
1	Enhance social, cultural, recreational, aesthetics opportunities
2	Improve customer service, convenience for citizens
9	TOTAL SCORE

BENEFICIAL IMPACTS:

Meet the capacity needs of the City's WWTP.

MASTER PLAN AND/OR STUDY REFERENCE:

SRF Project Plan AND Master Plan

SCHEDULE:

SCHEDULE JUSTIFICATION:

	Start		End	
	Month	Year	Month	Year
Study:				
Design/Acquisition:		TBD		
Construction:				

When funding and properties become available purchase should be considered for WWTP expansion and capacity needs.

PROJECT COST DETAIL:

Property Acquisition

Stacey

Estimate based on 2011 assessment data

\$100,000

EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Beyond FY21	TOTALS
Sewer Fund	\$78						\$100	\$100
								\$0
								\$0
TOTALS	\$78	\$0	\$0	\$0	\$0	\$0	\$100	\$100

PROJECT NAME: Wastewater System - Building Assets

PROJECT ID: 8.05

PRIORITY: IMPORTANT

PROJECT TYPE: Equipment Maintenance

TOTAL COST: \$265,000

SUBMITTED BY: Asset Management

YEARS IN CIP (Beginning year): 5 (2011)

DESCRIPTION:

Wastewater System - Equipment Assets requiring replacement over the next 5 years in accordance with the Asset Management Plan as part of the SRF Project Plan.

LOCATION MAP: Wastewater System

PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

- 2 Protect health, safety, lives of citizens
- 3 Maintain or improve public infrastructure, facilities
- 2 Reduce energy consumption, impact on the environment
- 1 Enhance social, cultural, recreational, aesthetics opportunities
- 2 Improve customer service, convenience for citizens

10 TOTAL SCORE

BENEFICIAL IMPACTS:

Asset maintenance and management, budget planning.

	Asset ID	Quantity	Unit Price	2010 Replacement Cost
Wastewater System - Building System Assets				
Main Building Interior	102	1	\$35,000	\$35,000
Digester Building Finish Materials	105	1	\$10,000	\$10,000
Utility Building Interior	108	1	\$10,000	\$10,000
Hydronic Circulation Pump	213	1	\$1,000	\$1,000
Unit Heater - Workshop	214	1	\$3,000	\$3,000
Unit Heater - Chemical Feed	220	1	\$3,000	\$3,000
Unit Heater - Chlorine	221	1	\$3,000	\$3,000
Unit Heater - Generator	222	1	\$3,000	\$3,000
Laboratory Room	110	1	\$80,000	\$80,000
Air Conditioning Unit (RTU-1)	201	1	\$5,000	\$5,000
Doors and Hardware (Main Building)	109	1	\$25,000	\$25,000
Cabinet Unit Heater	209	1	\$4,000	\$4,000
Motor Control Center	215	1	\$30,000	\$30,000
Roof Exhaust Fan - Lunch Room	203	1	\$2,000	\$2,000
Roof Exhaust Fan - Bathrooms	204	1	\$2,000	\$2,000
Roof Exhaust Fan - Fume Hood	205	1	\$2,000	\$2,000
Roof Exhaust Fan - Workshop	207	1	\$2,000	\$2,000
Energy Recovery Unit (RTU-2)	202	1	\$30,000	\$30,000
Bathroom Fixtures	111	1	\$13,500	\$13,500
Lunchroom	113	1	\$1,000	\$1,000
Subtotal Wastewater System - Building Assets				\$264,500

MASTER PLAN AND/OR STUDY REFERENCE:

Asset Management Plan

SCHEDULE:

SCHEDULE JUSTIFICATION:

	Start		End	
	Month	Year	Month	Year
Study:		2010		2011
Design/Acquisition:		2015		2016
Construction:		2015		2018

As funding permits projects will be completed. For budgeting purposes project funding has been allocated across years of CIP, likely to extend beyond 2018.

PROJECT COST DETAIL:

See above for detailed project list

Sewer Fund

\$265,000

EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Beyond FY21	TOTALS
Sewer Fund		\$20	\$20	\$20	\$205			\$265
								\$0
								\$0
								\$0
TOTALS	\$0	\$20	\$20	\$20	\$205	\$0	\$0	\$265

PROJECT NAME: BAKER ROAD SANITARY SEWER ASSESSMENT

PROJECT ID: 8.06

PRIORITY: IMPORTANT

PROJECT TYPE: Utility Upgrades

TOTAL COST: \$460,000

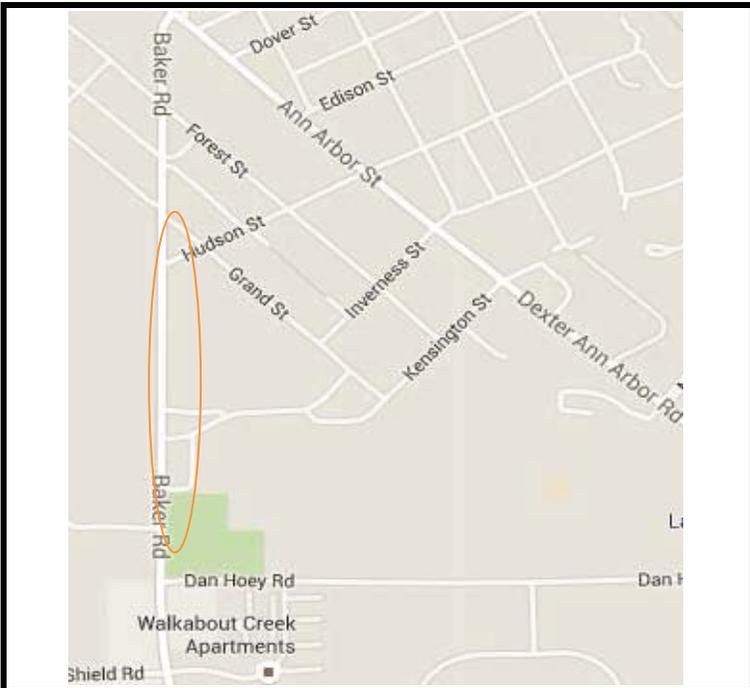
SUBMITTED BY:

YEARS IN CIP (Beginning year): 3 (2013)

DESCRIPTION:

Evaluate the need to replace 2100 feet of sanitary main from Hudson Street to Dan Hoey Road. The evaluation is necessary to provide additional capacity required for redevelopment along the Baker Road Corridor. Main installed with development of DBRP in late 80's. This project could/should be coordinated with DDA & City Streetscape Projects: ID1.04 and 6.04

LOCATION MAP:



PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

2	Protect health, safety, lives of citizens
3	Maintain or improve public infrastructure, facilities
2	Reduce energy consumption, impact on the environment
2	Enhance social, cultural, recreational, aesthetics opportunities
2	Improve customer service, convenience for citizens

11 TOTAL SCORE

BENEFICIAL IMPACTS:

Sanitary service improvements needed to meet capacity requirements as area gets redeveloped and use increases.

MASTER PLAN AND/OR STUDY REFERENCE:

SRF Project Plan, SAW Grant and Master Plan.

SCHEDULE:

SCHEDULE JUSTIFICATION:

	Start		End	
	Month	Year	Month	Year
Study:		2016		2017
Design/Acquisition:		2017		2017
Construction:		2018		2018

Project is a priority due to potential redevelopment implications, however should be coordinated with water main installation, potential regional storm management plans and/or DDA/City Streetscape projects ID 1.04 and 6.04.

PROJECT COST DETAIL:

TASK	FUNDING SOURCE	AMT
Meter and study of existing sewers	SAW Grant	\$60,000
Replacement of sewers	TBD	\$400,000

EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Beyond FY21	TOTALS
SAW			\$60					\$60
TBD				\$400				\$400
								\$0
								\$0
TOTALS	\$0	\$0	\$60	\$400	\$0	\$0	\$0	\$460

PROJECT NAME: Second Street Watermain

PROJECT ID: 9.03

PRIORITY: IMPORTANT

PROJECT TYPE: Utility Construction

TOTAL COST: \$290,000

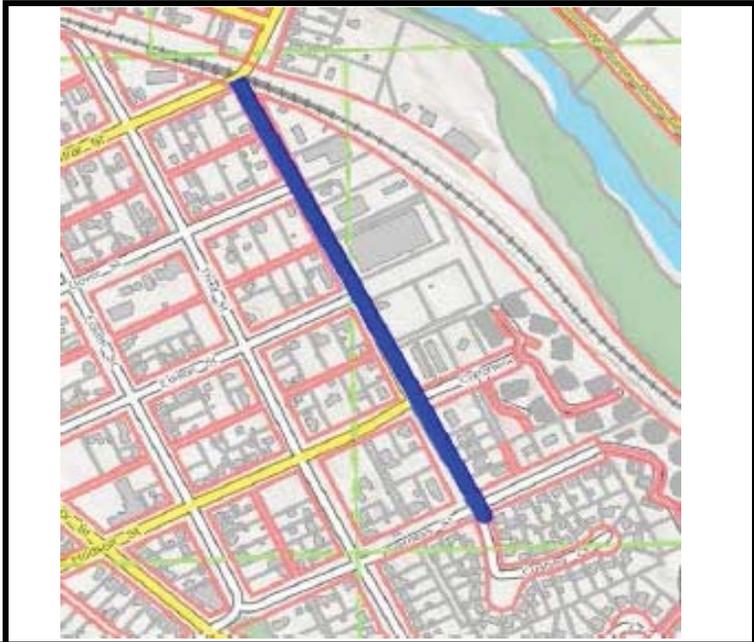
SUBMITTED BY: City Staff

YEARS IN CIP (Beginning year): 3 (2013)

DESCRIPTION:

LOCATION MAP: Second Street

Replacement of 6" watermain on Second from Central to Cushing Court with 8" main; Approximately 2000 lineal feet.



PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable
1=Somewhat Important 2=Important 3=Very Important

1	Protect health, safety, lives of citizens
3	Maintain or improve public infrastructure, facilities
2	Reduce energy consumption, impact on the environment
1	Enhance social, cultural, recreational, aesthetics opportunities
3	Improve customer service, convenience for citizens
10	TOTAL SCORE

BENEFICIAL IMPACTS:

Remaining area of City with 6" watermain. Water main breaks have occurred on this pipe.

MASTER PLAN AND/OR STUDY REFERENCE:

Water System Reliability Study (2005)

SCHEDULE:

SCHEDULE JUSTIFICATION:

	Start		End	
	Month	Year	Month	Year
Study:		2017		2017
Design/Acquisition:		2017		2017
Construction:		2020		2020

As breaks continue to occur project will become a priority.

PROJECT COST DETAIL:

Replace/Upgrade Water Main \$290,000

EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Beyond FY21	TOTALS
Water Fund							\$290	\$290
								\$0
								\$0
TOTALS	\$0	\$0	\$0	\$0	\$0	\$0	\$290	\$290

PROJECT NAME: Water System - Equipment Assets

PROJECT ID: 9.04

PRIORITY: IMPORTANT

PROJECT TYPE: Asset maintenance

TOTAL COST: \$295,000

SUBMITTED BY: Asset Management Plan

YEARS IN CIP (Beginning year): 5 (2011)

DESCRIPTION:

Water system equipment assets in need of replacement over the next 5-10 years as identified in the Asset Management Plan as part of the DWRP Project Plan.

LOCATION MAP: Throughout the Village Water System

PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

3	Protect health, safety, lives of citizens
3	Maintain or improve public infrastructure, facilities
2	Reduce energy consumption, impact on the environment
1	Enhance social, cultural, recreational, aesthetics opportunities
2	Improve customer service, convenience for citizens
11	TOTAL SCORE

Water System – Equipment Assets	Asset ID	Quantity	Unit Price	2010 Replacement Cost
3" Gate Valves (Filter #1 & #2)	013A	2	\$1,500	\$3,000
3/4" Gate Valves (Filter #1 & #2)	014A, 014B	2	\$50	\$100
Electric Distribution Panel (WTP)	210	1	\$1,200	\$1,200
Control System (WTP)	214	1	\$15,000	\$15,000
Transfer Switch (WTP)	213	1	\$15,000	\$15,000
Filter #1 & #2 (WTP)	012	2	\$75,000	\$150,000
Transformer (WTP)	211	1	\$1,000	\$1,000
Generator (WTP)	212	1	\$20,000	\$20,000
Electric Service Panel (WTP)	209	1	\$15,000	\$15,000
Detention Tank (WTP)	010	1	\$75,000	\$75,000
Subtotal Water System – Equipment Assets				\$295,300

BENEFICIAL IMPACTS:

Asset maintenance and management, budget planning.

MASTER PLAN AND/OR STUDY REFERENCE:

Asset Management Plan

SCHEDULE:

SCHEDULE JUSTIFICATION:

	Start		End	
	Month	Year	Month	Year
Study:		2010		2011
Design/Acquisition:		2011		2016
Construction:		2011		2020

As funding permits projects will be completed. For budgeting purposes project funding has been allocated evenly across 5-10 years.

PROJECT COST DETAIL:

See Location Map for detailed project list

Water Fund

\$295,000

EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Beyond FY21	TOTALS
Water Fund	\$10	\$10	\$10	\$10	\$10	\$10	\$245	\$295
								\$0
								\$0
								\$0
TOTALS	\$10	\$10	\$10	\$10	\$10	\$10	\$245	\$295

PROJECT NAME: Water System - Building Assets

PROJECT ID: 9.05

PRIORITY: IMPORTANT

PROJECT TYPE: Asset maintenance

TOTAL COST: \$48,000

SUBMITTED BY: Asset Management Plan

YEARS IN CIP (Beginning year): 5 (2011)

DESCRIPTION:

Water system equipment assets in need of replacement over the next 5-10 years as identified in the Asset Management Plan as part of the DWRP Project Plan.

LOCATION MAP: Throughout the Village Water System

Water System – Building System Assets	Asset ID	Quantity	Unit Price	2010 Replacement Cost
Building Finishes (Generator Building)	124	1	\$5,000	\$5,000
Doors and Hardware (Generator Building)	125	1	\$3,000	\$3,000
Building Shell (Generator Building)	122	1	\$40,000	\$40,000
Subtotal Water System – Building Assets				\$48,000

PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

3	Protect health, safety, lives of citizens
3	Maintain or improve public infrastructure, facilities
2	Reduce energy consumption, impact on the environment
2	Enhance social, cultural, recreational, aesthetics opportunities
2	Improve customer service, convenience for citizens
12	TOTAL SCORE

BENEFICIAL IMPACTS:

Asset maintenance and management, budget planning.

MASTER PLAN AND/OR STUDY REFERENCE:

Asset Management Plan

SCHEDULE:

SCHEDULE JUSTIFICATION:

	Start		End	
	Month	Year	Month	Year
Study:		2010		2011
Design/Acquisition:		2012		2016
Construction:		2013		2020

As funding permits projects will be completed. For budgeting purposes project funding has been allocated evenly across 5-10 years.

PROJECT COST DETAIL:

See Location Map for detailed project list

EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Beyond FY21	TOTALS
Water Fund				\$5		\$5	\$18	\$28
								\$0
								\$0
								\$0
TOTALS	\$0	\$0	\$0	\$5	\$0	\$5	\$18	\$28

PROJECT NAME: Emergency Water Storage

PROJECT ID: 9.06

PRIORITY: IMPORTANT

PROJECT TYPE: Water System Upgrades

TOTAL COST: \$1,300,000

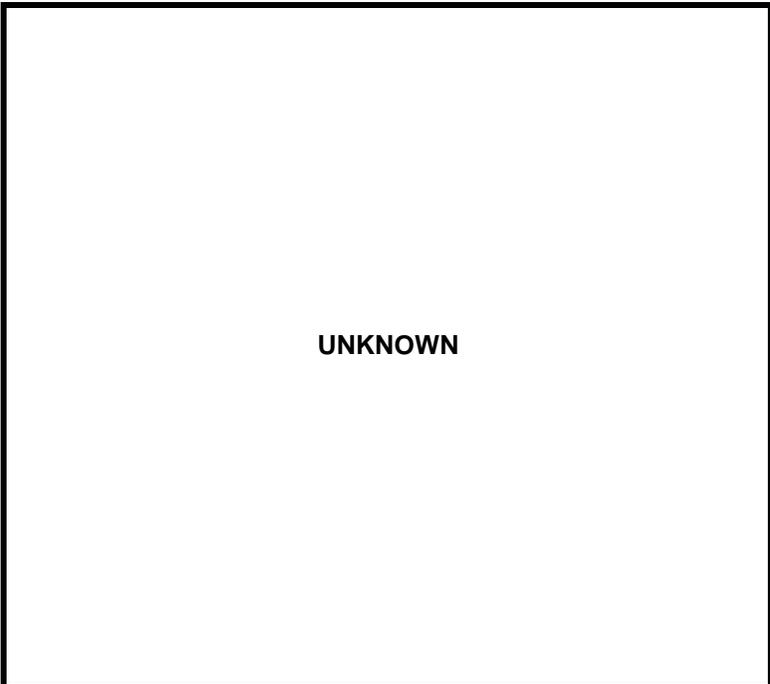
SUBMITTED BY: City Staff

YEARS IN CIP (Beginning year): 11 (2005)

DESCRIPTION:

Construction of a new 300,000 gallon water tower as recommended by the MDEQ/MDNRE to met future design conditions and capacity requirements. Land Acquisition not included in cost estimate.

LOCATION MAP: LOCATION TBD



PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

3	Protect health, safety, lives of citizens
3	Maintain or improve public infrastructure, facilities
2	Reduce energy consumption, impact on the environment
2	Enhance social, cultural, recreational, aesthetics opportunities
2	Improve customer service, convenience for citizens
12	TOTAL SCORE

BENEFICIAL IMPACTS:

Protects the public and meets water system design needs and compliance with MDEQ/MDNRE recommendation.

MASTER PLAN AND/OR STUDY REFERENCE:

Water System Study 2005, Engineering Recommendations and MDEQ/MDNRE requirements

SCHEDULE:

SCHEDULE JUSTIFICATION:

	Start		End	
	Month	Year	Month	Year
Study:		2008		2009
Design/Acquisition:		2015		2016
Construction:		2016		2017

Drinking Water Revolving Funding (DWRF) awarded in 2010 for specific water system upgrades. Design and acquisition for a new water tower should be considered in a few years.

PROJECT COST DETAIL:

Water Tower Property Acquisition, Design and Construction

\$1,300,000

100% Federal Aid / DWRF Loan

EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Beyond FY21	TOTALS
Federal Aid / DWRF Loan			\$1,300					\$1,300
								\$0
								\$0
								\$0
TOTALS	\$0	\$0	\$1,300	\$0	\$0	\$0	\$0	\$1,300

PROJECT NAME: Baker Road Watermain Replacement

PROJECT ID: 9.07

PRIORITY: IMPORTANT

PROJECT TYPE: Utility Construction

TOTAL COST: \$750,000

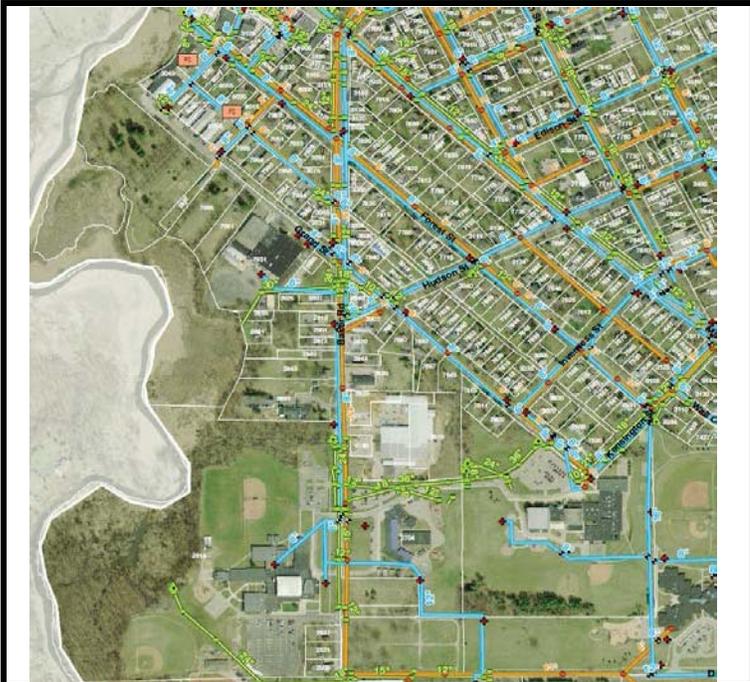
SUBMITTED BY: City Staff

YEARS IN CIP (Beginning year): 4 (2012)

DESCRIPTION:

Upgrade portions of water main along Baker Road to meet the capacity needs of the corridor and to be redevelopment ready.

LOCATION MAP: Water Main from Baker to Jeffords



PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

3	Protect health, safety, lives of citizens
3	Maintain or improve public infrastructure, facilities
2	Reduce energy consumption, impact on the environment
2	Enhance social, cultural, recreational, aesthetics opportunities
2	Improve customer service, convenience for citizens
12	TOTAL SCORE

BENEFICIAL IMPACTS:

May promote redevelopment, provides necessary capacity needs for existing and future uses.

MASTER PLAN AND/OR STUDY REFERENCE:

Water System Reliability Study (2005)

SCHEDULE:

SCHEDULE JUSTIFICATION:

	Start		End	
	Month	Year	Month	Year
Study:		2015		2015
Design/Acquisition:		2016		2016
Construction:		2017		2018

Project a priority due to the area and the potential for redevelopment. Project should be coordinated with potential sanitary sewer upgrades and streetscape projects.

PROJECT COST DETAIL:

Replace/Upgrade Water Main	Water Fund	\$750,000
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EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Beyond FY21	TOTALS
Water Fund				\$750				\$750
								\$0
								\$0
								\$0
TOTALS	\$0	\$0	\$0	\$750	\$0	\$0	\$0	\$750

PROJECT NAME: Research Location of New Water Well (#6)

PROJECT ID: 9.08

PRIORITY: IMPORTANT

PROJECT TYPE: Water System Upgrades

TOTAL COST: \$165,000

SUBMITTED BY: City Staff

YEARS IN CIP (Beginning year): 2 (2014)

DESCRIPTION:

Locate site of new water well (#6). City hired Williams and Works to do initial background to determine new water well location.

LOCATION MAP:



PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

3	Protect health, safety, lives of citizens
3	Maintain or improve public infrastructure, facilities
2	Reduce energy consumption, impact on the environment
2	Enhance social, cultural, recreational, aesthetics opportunities
3	Improve customer service, convenience for citizens
13	TOTAL SCORE

BENEFICIAL IMPACTS:

Increase water production to meet needs of City residents based on MDEQ/MDNRE requirements.

MASTER PLAN AND/OR STUDY REFERENCE:

Water System Study 2005, Engineering Recommendations and MDEQ/MDNRE requirements

SCHEDULE:

SCHEDULE JUSTIFICATION:

	Start		End	
	Month	Year	Month	Year
Study:		2008		2009
Design/Acquisition:		2015		2016
Construction:		2017		2018

Project a priority due to existing and future growth and development.

PROJECT COST DETAIL:

Well Construction 100% Federal Aid / DWRP Loan \$165,000

EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Beyond FY21	TOTALS
Federal Aid / DWRP Loan		\$15		\$150				\$165
TOTALS	\$0	\$15	\$0	\$150	\$0	\$0	\$0	\$165

PROJECT NAME: Water Reliability Study and General Plan

PROJECT ID: 9.09

PRIORITY: URGENT

PROJECT TYPE: Water System Assess.

TOTAL COST: \$20,500

SUBMITTED BY: City Staff

YEARS IN CIP (Beginning year): 0 (2016)

DESCRIPTION:

The Reliability Study focuses on planning items including population and water demands for three separate planning periods (existing, 5-year, and 20-year). The General Plan includes the hydraulic analysis of the system as well as the Capital Improvement Plan.

PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

3	Protect health, safety, lives of citizens
3	Maintain or improve public infrastructure, facilities
3	Reduce energy consumption, impact on the environment
3	Enhance social, cultural, recreational, aesthetics opportunities
3	Improve customer service, convenience for citizens
15	TOTAL SCORE

BENEFICIAL IMPACTS:

Satisfies MDEQ regulatory requirement, and ensures safe drinking water.

LOCATION MAP:

The Reliability Study focuses on planning items including population and water demands for three separate planning periods (existing, 5-year, and 20-year). Average day, maximum day and peak hour water demand are calculated. Fire protection needs (typically based on zoning) are identified. The Reliability Study also documents the capacity of the existing water source, treatment, and storage and compares that capacity to the existing and future needs of the system.

The General Plan includes the hydraulic analysis of the system as well as the Capital Improvement Plan. The hydraulic analysis must include creation of pressure contour maps for the various water demand conditions for the three planning periods. Available fire protection must also be provided. In addition, a comprehensive map of the system showing service boundaries, location of water system components, water main size, material, age and the location of hydrants and valves must be shown. The final component of the General Plan is the Capital Improvement Plan. The Capital Improvement Plan must identify necessary system improvements for the 5-year and 20-year planning periods.

The Water Reliability Study must include the items listed under Part 12, Reliability, R 325.11203 and R 325.11204 of the Michigan Safe Drinking Water Act (Act 399) and also include Part 16, General Plans R 325.11604 through R 325.11606.

MASTER PLAN AND/OR STUDY REFERENCE:

Water System Study 2005, Engineering Recommendations and MDEQ/MDNRE requirements

SCHEDULE:

SCHEDULE JUSTIFICATION:

	Start		End	
	Month	Year	Month	Year
Study:	Jan	2016	Jun	2016
Design/Acquisition:		TBD		TBD
Construction:		TBD		TBD

The MDEQ requested the City perform a Water Reliability Study and General Plan. Must be completed by June 2016.

PROJECT COST DETAIL:

Study:	Water Fund	\$20,500
Design:	TBD	
Construction:	TBD	

EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Beyond FY21	TOTALS
Water Fund		\$21						\$21
TOTALS	\$0	\$21	\$0	\$0	\$0	\$0	\$0	\$21

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PROJECT NAME: Baker / Shield Rd Intersection

PROJECT ID: 10.01

PRIORITY: DESIRABLE

PROJECT TYPE: Intersection Improvement

TOTAL COST: \$400,000

SUBMITTED BY: City Staff/Other

YEARS IN CIP (Beginning year): 16 (2000)

DESCRIPTION:

Installation of traffic signal, pedestrian crossings, left turn lanes, acceleration and deceleration lanes to improve safety and function of busy intersection.

LOCATION MAP: Intersection of Baker and Shield Rd.



PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

3	Protect health, safety, lives of citizens
3	Maintain or improve public infrastructure, facilities
1	Reduce energy consumption, impact on the environment
1	Enhance social, cultural, recreational, aesthetics opportunities
2	Improve customer service, convenience for citizens
10	TOTAL SCORE

BENEFICIAL IMPACTS:

Improved traffic and pedestrian safety.

MASTER PLAN AND/OR STUDY REFERENCE:

WCRC

SCHEDULE:

UNKNOWN

SCHEDULE JUSTIFICATION:

	Start		End	
	Month	Year	Month	Year
Study:		2015		2016
Design/Acquisition:		2016		2017
Construction:		2017		2018

Washtenaw County Road Commission has obtained finding. City transferring \$400,000 from Project 6.01c Mill & Overlay to this project.

PROJECT COST DETAIL:

Construction	STP	\$400,000
	WCRC	

EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Beyond FY21	TOTALS
STP Funding			\$400					\$400
Other Funding								\$0
								\$0
								\$0
TOTALS	\$0	\$0	\$400	\$0	\$0	\$0	\$0	\$400

PROJECT NAME: HURON FARMS CONNECTOR (NEW)

PROJECT ID: 10.02

PRIORITY: DESIREABLE

PROJECT TYPE: Recreation

TOTAL COST: \$1,120,000

SUBMITTED BY: Engineering

YEARS IN CIP (Beginning year): 2 (2014)

DESCRIPTION:

Provide a non-motorized connection between Huron Farms Subdivision and the Border to Border Trail. The project includes a significant amount of earthwork as well as a bridge over the MDOT Amtrak Railroad Track(s).

LOCATION MAP:



PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

2	Protect health, safety, lives of citizens
2	Maintain or improve public infrastructure, facilities
1	Reduce energy consumption, impact on the environment
3	Enhance social, cultural, recreational, aesthetics opportunities
3	Improve customer service, convenience for citizens
11	TOTAL SCORE

BENEFICIAL IMPACTS:

The improvement will provide direct access to the county border to border trail as well as the Metropark System. The route will offer a unique visual vista and provides north-south connectivity with the City and River.

MASTER PLAN AND/OR STUDY REFERENCE:

Council Memorandum (May 2014)

SCHEDULE:

SCHEDULE JUSTIFICATION:

	Start		End	
	Month	Year	Month	Year
Study:	January	2014	May	2014
Design/Acquisition:		2019		2019
Construction:		2020		2020

Required work includes securing permits from MDOT, MDEQ, Washtenaw County, HCMA and Scio Township. Applied for STP-E funding for FY 2017-18.

PROJECT COST DETAIL:

TASK	FUNDING SOURCE	AMT
Survey, Design and Permitting	Unknown	\$120,000
Construction:	Unknown	\$1,100,000

EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Beyond FY21	TOTALS
Unknown						\$120	\$1,100	\$1,220
								\$0
								\$0
								\$0
TOTALS	\$0	\$0	\$0	\$0	\$0	\$120	\$1,100	\$1,220

PROJECT NAME: Central Street Kayak Launch and Trailhead (NEW)

PROJECT ID: 10.03

PRIORITY:

PROJECT TYPE: Recreation

TOTAL COST: \$280,000.00

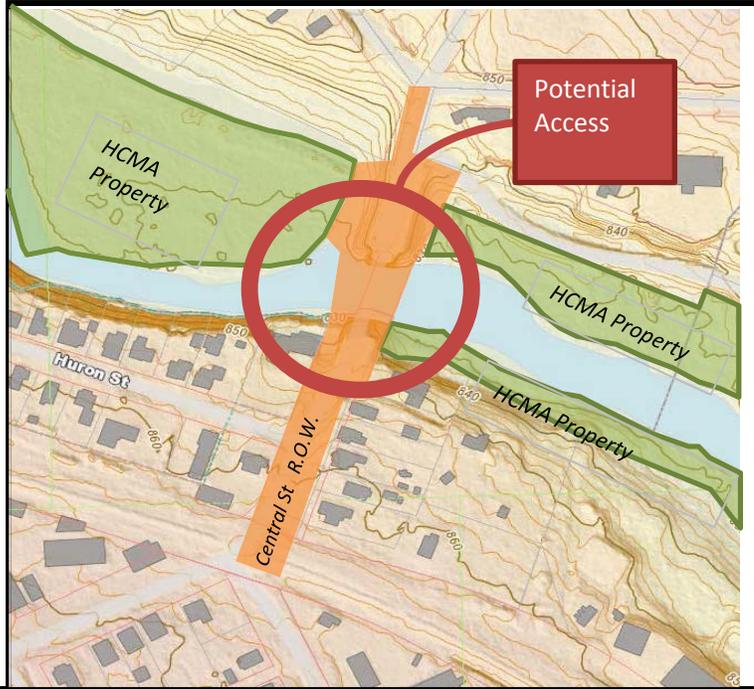
SUBMITTED BY: Parks & Recreation Commission

YEARS IN CIP (Beginning year): 1 (2015)

DESCRIPTION:

Collaborate on a public kayak launch near the Mast Road Bridge over the Huron River. The project will include construction of a ramp from Central Street.

LOCATION MAP:



PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

2	Protect health, safety, lives of citizens
2	Maintain or improve public infrastructure, facilities
1	Reduce energy consumption, impact on the environment
3	Enhance social, cultural, recreational, aesthetics opportunities
1	Improve customer service, convenience for citizens
9	TOTAL SCORE

BENEFICIAL IMPACTS:

The improvement will provide safe access to the River from Central Street

MASTER PLAN AND/OR STUDY REFERENCE:

Council Memorandum (February 2014)

SCHEDULE:

SCHEDULE JUSTIFICATION:

	Start		End		Required work includes securing permits from MDEQ and WCRC. Commitment from HRWC to participate in planning and implementation.
	Month	Year	Month	Year	
Study:		2014		2015	
Design/Acquisition:		2019		2020	
Construction:		2020		2020	

PROJECT COST DETAIL:

TASK	FUNDING SOURCE	AMT
Survey and Design	Unknown	\$40,000
Construction	Unknown	\$240,000

EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Beyond FY21	TOTALS
Unknown						\$40	\$240	\$280
								\$0
								\$0
								\$0
TOTALS	\$0	\$0	\$0	\$0	\$0	\$40	\$240	\$280

PROJECT NAME: Wayfinding Signage

PROJECT ID: 10.04

PRIORITY: IMPORTANT

PROJECT TYPE: Equipment Replacement

TOTAL COST: \$15,000

SUBMITTED BY: Staff

YEARS IN CIP (Beginning year): 4 (2012)

DESCRIPTION:

Moved from Buildings/Ground/Equipment (ID4.07). Installation of wayfinding signage at main entrances to the City, including Central, Baker, Dexter Ann Arbor and Main Street. Must identify main attractions, Mill Creek Park, Border to Border, Dexter Library, Downtown, City Offices, etc.

PROJECT JUSTIFICATION:

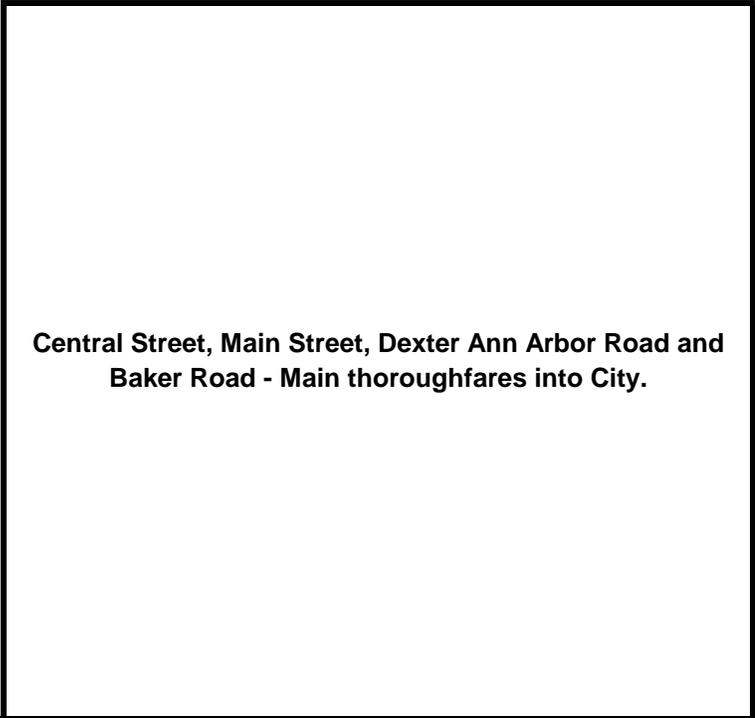
Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

2	Protect health, safety, lives of citizens
2	Maintain or improve public infrastructure, facilities
2	Reduce energy consumption, impact on the environment
2	Enhance social, cultural, recreational, aesthetics opportunities
3	Improve customer service, convenience for citizens
11	TOTAL SCORE

BENEFICIAL IMPACTS:

Economic Development; Coordination with Dexter Schools

LOCATION MAP:



MASTER PLAN AND/OR STUDY REFERENCE:

Staff Recommendation, Chamber of Commerce and Business Owner input

SCHEDULE:

	Start		End	
	Month	Year	Month	Year
Study:		2012		2015
Design/Acquisition:		2012		2015
Construction:		2012		2015

SCHEDULE JUSTIFICATION:

Upon completion of the Mill Creek Park and Border to Border Trail Dexter will be a destination. We need to make sure residents and visitors can find key points of interest in the City, but after Marketing Plan Project ID 4.05 has been completed. Maybe a coordinated effort with Dexter Community Schools.

PROJECT COST DETAIL:

Study:	General Fund/DDA/Schools	TBD
Signage	General Fund	\$15,000
	DDA	TBD
	Schools	TBD

EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Beyond FY21	TOTALS
General Fund		\$5	\$5	\$5				\$15
								\$0
								\$0
TOTALS	\$0	\$5	\$5	\$5	\$0	\$0	\$0	\$15

PROJECT NAME: Safe Routes 2 Schools New Sidewalk Installations

PROJECT ID: 10.04

PRIORITY: IMPORTANT

PROJECT TYPE: New Sidewalk Construction

TOTAL COST: \$207,000

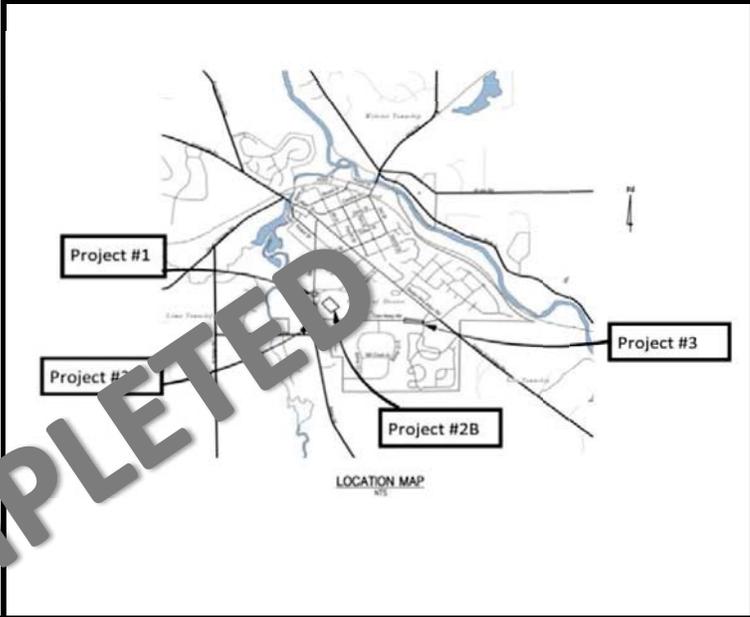
SUBMITTED BY: City Staff

YEARS IN CIP (Beginning year): 3 (2012)

DESCRIPTION:

The SR2S sidewalk improvements consist of four separate projects (described below) and are part of ongoing efforts to improve pedestrian safety within the City. Dexter Community School and the Chelsea Wellness Foundation worked together to plan, design and obtain funding from SR2S.

LOCATION MAP: City of Dexter



PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

3	Protect health, safety, lives of citizens
3	Maintain or improve public infrastructure, facilities
3	Reduce energy consumption, impact on the environment
3	Enhance social, cultural, recreational, aesthetics opportunities
2	Improve customer service, convenience for citizens
14	TOTAL SCORE

BENEFICIAL IMPACTS:

This project provides a safe pedestrian system adjacent to a major thoroughfare and adjacent to the Dexter Community Schools campus and transport area.

MASTER PLAN AND/OR STUDY REFERENCE:

CIP, 2008 Non-motorized pathway map and 2011 visual inventory

SCHEDULE:

SCHEDULE JUSTIFICATION:

	Start		End	
	Month	Year	Month	Year
Study:		2012		2012
Design/Acquisition:		2013		2014
Construction:		2015		2015

Safe Routes to School funding obtained 2013 for all four project locations. Construction anticipated to begin in spring 2015 and completed by spring 2015.

PROJECT COST DETAIL:

Earthwork, Sidewalk, Traffic Signals, Restoration, Pavement Markings, Signs and Signals

Major Streets \$207,588

EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY15-16	FY16-17	FY17-18	FY18-19	FY19-20	Beyond FY20	TOTALS
Major Streets		\$34.0						\$34.0
Chelsea Wellness		\$30						\$30.0
Grant		\$143.5						\$143.5
								\$0.0

TOTALS	\$0	\$207.5	\$0	\$0	\$0	\$0	\$0	\$207.5
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- Project 1- Baker Road Crossing: Construction of mid-block crossing with pedestrian refuge island within Baker Road between Creekside Intermediate School and Bates Elementary School. The will include the construction of decorative concrete crosswalks.
- Project 2a - Baker Road Sidewalk and Baker/Dan Hoey Road Intersection Improvements: Construction of a sidewalk along the east side of Baker Road between Dan Hoey Road and the existing sidewalk at Bates Elementary. The project also includes pedestrian traffic signal upgrades.
- Project 2b - Bates School Sidewalk: Construction of a sidewalk between an existing asphalt pathway and existing sidewalk at Bates Elementary School. The sidewalk is located within an easment on Bates School property.
- Project 3 - Dan Hoey Road Sidewalk: Construction of a sidewalk on the south side of Dan Hoey Road from an existing sidewalk near the DAPCO Industries site to an existing sidewalk at Lexington Drive.

PROJECT NAME: Border to Border Trail Connection

PROJECT ID: 10.03

PRIORITY: IMPORTANT

PROJECT TYPE: Non-motorized pathway

TOTAL COST: \$300,000

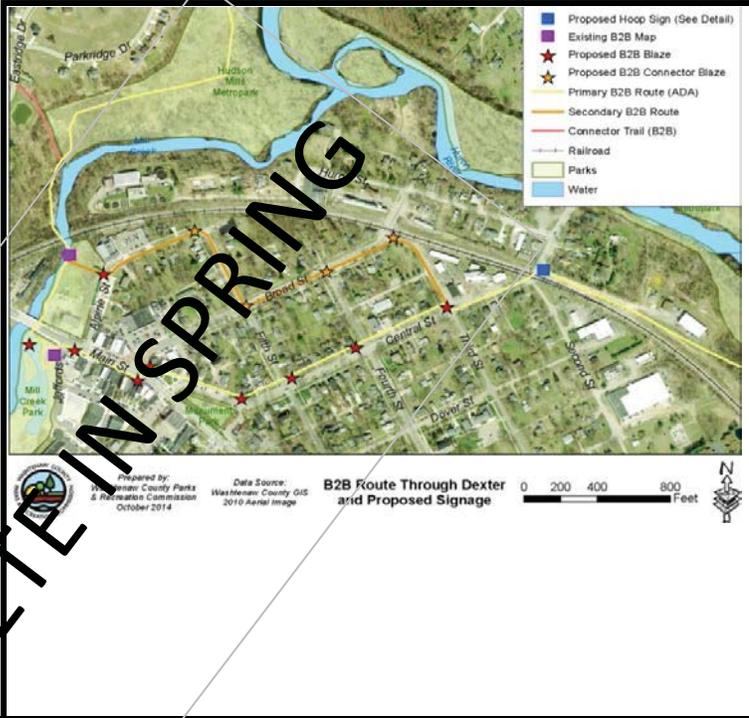
SUBMITTED BY: City Staff

YEARS IN CIP (Beginning year): 15 (2000)

DESCRIPTION:

Addition of bike lanes and non-motorized pathways from the end of the Border to Border trail (Possibly Warrior Creek Park) down Alpine Street and Central Street to the start of the Border to Border Trail at the DPW entrance. Portions of project may be coordinated with Central Street Streetscape. Two Routes identified, with one being handicapped accessible.

LOCATION MAP: Pathways through Downtown connecting B2B



PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

3	Protect health, safety, lives of citizens
2	Maintain or improve public infrastructure, facilities
3	Reduce energy consumption, impact on the environment
3	Enhance social, cultural, recreational, aesthetics opportunities
1	Improve customer service, convenience for citizens
12	TOTAL SCORE

BENEFICIAL IMPACTS:

Provides a non-motorized connection for residents and visitors using City parks and the regional trail system in and around the City

MASTER PLAN AND/OR STUDY REFERENCE:

2009 Parks and Recreation Plan, County Border to Border Trail Plan and Master Plan.

SCHEDULE:

	Start		End	
	Month	Year	Month	Year
Study:		2008		2010
Design/Acquisition:		2012		2013
Construction:		2015		2015

SCHEDULE JUSTIFICATION:

Border to Border Trail into Warrior Creek Park completed in 2012. Majority of Segment D1 at Central St and DPW completed 2012. Project coordinated with Central Street reconstruction and should be completed in 14-15 to provide wayfinding as a major City destination.

PROJECT COST DETAIL:

Signage and Lane Striping/Road Diets \$30,000

EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY15-16	FY116-17	FY17-18	FY18-19	FY19-20	Beyond FY20	TOTALS
General Fund		\$10						\$10
Streets Fund		\$10						\$10
County Parks		\$10						\$10
TOTALS	\$0	\$30	\$0	\$0	\$0	\$0	\$0	\$30

B2B Wayfinding Blaze
12" x 6" (stock size)
.080 aluminum

Holes: 2 @ 3/8" dia., centered left to right, center of hole 1" from top & bottom edge

Match Colors to:

 Pantone 376C

 Pantone 2975C



ARROW:
Straight Ahead

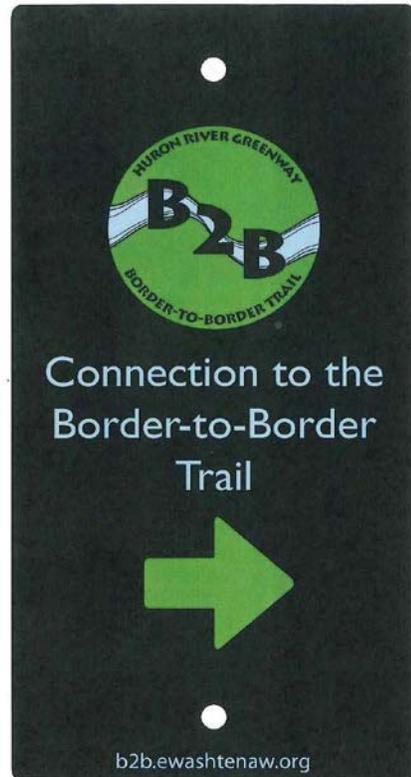
B2B Connector Blaze
12" x 6" (stock size)
.080 aluminum

Holes: 2 @ 3/8" dia., centered left to right, center of hole 1" from top & bottom edge

Match Colors to:

 Pantone 376C

 Pantone 2975C



ARROW:
Right

VILLAGE OF DEXTER * CAPITAL IMPROVEMENTS PLAN

PROJECT NAME: Westside Connector (Warrior Creek Park to Westridge) Complete

PROJECT ID: 04-10.0-2014

PRIORITY: IMPORTANT

PROJECT TYPE: Non motorized pathway

TOTAL COST: \$1,100,000

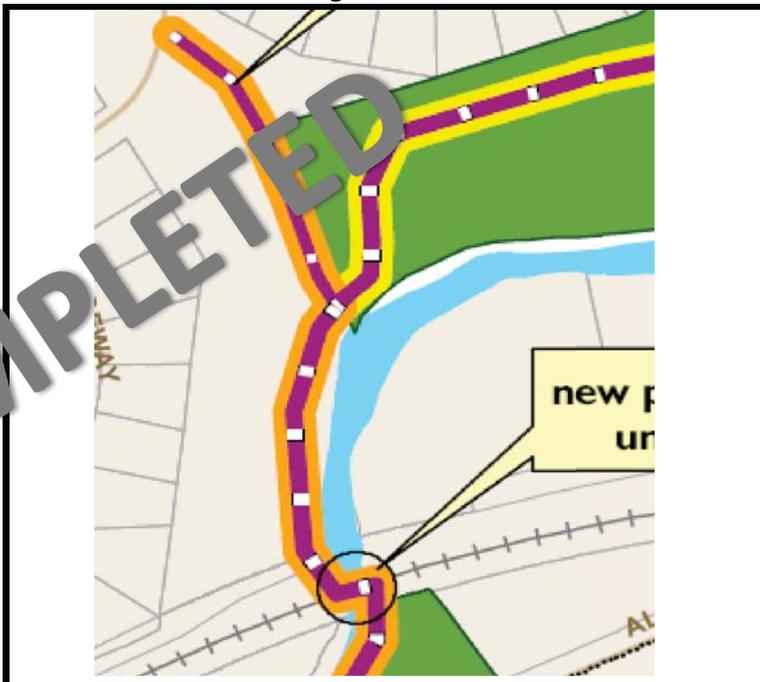
SUBMITTED BY: City Staff

YEARS IN CIP (Beginning year): 1 (2014)

DESCRIPTION:

Pathway connection from Westridge of Dexter to the City. County Parks completed feasibility study on trail alignment and crossing point. County currently working on easements, permitting, etc with MDNRE and RR. Easement from Westridge Sub must be obtained.

LOCATION MAP: Westridge to Downtown



PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

3	Protect health, safety, lives of citizens
3	Maintain or improve public infrastructure, facilities
3	Reduce energy consumption, impact on the environment
3	Enhance social, cultural, recreational, aesthetics, quality of life
3	Improve customer service, convenience for citizens
15	TOTAL SCORE

BENEFICIAL IMPACTS:

Safe pedestrian access for residents on the west side of the Mill Creek, pedestrian and bicycle access to a regional trail system and economic development for the downtown.

MASTER PLAN AND/OR STUDY REFERENCE:

Washtenaw County Border to Border Feasibility Study 2009, HCMA Trail Plans, City Rec Plan, CIP and Bond Intentions

SCHEDULE:

SCHEDULE JUSTIFICATION:

	Start		End	
	Month	Year	Month	Year
Study:		2008		2010
Design/Acquisition:		2010		2011
Construction:		2011		2012

County prepared to fund 1st phase of regional trail connection in winter 2011. City eligible for STPU funding in October 2011 (FY 2012). Easements from HOA being secured, then permit application will proceed.

PROJECT COST DETAIL:

Federal Funding - STPU	Subdivision Connector	\$400,000
County Parks	Warrior Creek Park to HCMA/Subdivision Connector	\$700,000

EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY11-12	FY12-13	FY13-14	FY14-15	FY15-16	Beyond FY16	TOTALS
City of Dexter-20% match			\$69					\$69
Federal Funding - STPU			\$340					\$340
County Parks		\$700						\$700
TOTALS	\$0	\$700	\$409	\$0	\$0	\$0	\$0	\$1,109

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City of Dexter Project and Fund Summary

PROJECT # (Section, Priority-Year)	PROJECT NAME	PROJECT SCORE	FUNDING SOURCES	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Beyond FY21	TOTAL ESTIMATED EXPENDITURES (thousands)
1.01-2009	DAPCO Property Redevelopment	14	TOTAL	400	400	0	0	0	0	800
			DDA							0
			General Fund	400	400					800
			Grants							0
1.02-2009	Parking Lot Maintenance	10	DDA	10	10	10	10	10	10	60
1.03-2007	Central Street Streetscape Enhancement	10	DDA					310		310
1.04-2007	Baker Road Streetscape Enhancement	13	TOTAL	0	0	0	430	0	100	530
			DDA				30	100		130
			Federal Aid-TE				400			400
1.05-2007	Downtown Property Acquisition	10	DDA							0
1.06-2010	Downtown Façade Improvements	11	DDA							0
1.07-2010	Downtown Fire Safety/Detection	10	DDA							10
1.08-2006	Forest Street Enhancements	10	DDA					750		750
1.09-2009	Main St Alley Parking Lot Rehab and Water Main Upgrade	12	DDA			95				95
1.10-2007	Jeffords Street Extension/Phase 2 Riverwalk	12	TOTAL	0	0	485	0	0	0	485
			DDA/PRIVATE			400				400
			DDA			85				85
1.11-2010	Downtown Capital Maintenance	15	DDA	1					50	51
1.12-2007	Property Acquisition Payback	10	DDA	20	20	20	20	44		124
1.13-2012	Downtown Crosswalk Maintenance	13	DDA							0
1.14-2014	DTE Sub-Station Decommission/Relocation	14	TOTAL	350	0	0	0	0	0	350
			DDA							0
			General Fund	350						350
			Various/DTE							0
			Grants							0

DDA PROJECTS SECTION

TOTAL	781	430	610	460	54	1230	3565
DDA	31	30	610	60	54	1230	2015
General Fund	750	400	0	0	0	0	1150
Federal Aid-TE	0	0	0	400	0	0	400
Various/DTE	0	0	0	0	0	0	0
Grants	0	0	0	0	0	0	0

2.01-1998	Community Park	11	TOTAL	100	5	0	0	0	0	105
			General Fund	100	5					105
			Grants							0
2.02-2013	Edison Street Park Play Equipment	12	TOTAL	40	0	0	0	0	0	40
			General Fund	20						20
			Grants	20						20
2.04-2007	Monument Park Enhancement	12	General Fund	0		75		55		130
2.05-2010	Mill Creek Park Phase 2	13	TOTAL	20	0	0	1200	0	0	1220
			General Fund	20			500			520
			Grants				400			400
			Various/Unknown				300			300
2.05-1-2015	Grand Street Trailhead	13	Various/Unknown							0
2.06-2014	First Street Park (aka Horseshoe Park)	11	General Fund	5	5					10
2.07-2016	Playground Equipment Mill Creek Park	12	General Fund							0

PARKS & RECREATION PROJECTS SECTION

TOTAL	165	10	0	1275	0	55	1505
General Fund	145	10	0	575	0	55	785
Grants	20	0	0	400	0	0	420
Various/Unknown	0	0	0	300	0	0	300

City of Dexter Project and Fund Summary

PROJECT # (Section, Priority-Year)	PROJECT NAME	PROJECT SCORE	FUNDING SOURCES	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Beyond FY21	TOTAL ESTIMATED EXPENDITURES (thousands)
3.01-2009	Annual Sidewalk Repair and Replace	14	General Fund	10	10	10	10	10	10	60
3.02-2010	Crosswalk and Barrier Free Improvements	12	General Fund	10	10	10	10	10	10	60
3.03-2004	Edison Street Sidewalk Construction (North Side)	10	Street Fund	76						76
3.04-2012	Grand Street New Sidewalk Installation	10	Street Fund	76						76
3.05-2004	Second Street New Sidewalk Installation	10	General Fund	95						95
3.06-2004	Fifth Street New Sidewalk Installation	10	Street Fund	30						30
3.07-2004	Fourth Street New Sidewalk Installation	10	Street Fund	38						38
3.08-2004	Hudson Street New Sidewalk Installation	10	Street Fund	65						65
3.09-2004	Forest Street New Sidewalk Installation	10	Street Fund	76						76
3.10-2006	Meadowview Drive New Sidewalk Installation	10	Street Fund	15						15
3.11-2004	Inverness Street New Sidewalk Installation	10	Street Fund	50						50
3.12-2004	Edison Street New Sidewalk Installation(South)	10	Street Fund	30						30
3.13-2012	Baker Road Crosswalk at Forest Street	12	TOTAL	5	30	0	0	0	0	35
			Grant							0
			General Fund	5						5
			Street Fund		30					30
3.14-2013	Baker Road Crosswalk at Grand Street	12	TOTAL	5	30	0	0	0	0	35
			Grant							0
			General Fund	5						5
			Street Fund		30					30

SIDEWALKS AND WALKABILITY SECTION

TOTAL	277	289	115	20	20	20	20	20	20	741
General Fund	125	20	20	20	20	20	20	20	20	225
Street Fund	152	269	95	0	0	0	0	0	0	516
Grant	0	0	0	0	0	0	0	0	0	0

4.01-1994	City Hall	13	TOTAL	0	0	0	0	0	0	0
			Various							0
			General Fund							0
			DDA							0
4.02-2012	Downtown Restrooms	15	General Fund	100						100
4.03-2010	Equipment Replacement	9	Equipment Replacement				75			75
4.04-2013	DPW Spills Area Construction	10	General Fund	50						50
4.05-2011	Fire Department Facility	12	TOTAL	0	0	0	0	0	0	0
			Various							0
			General Fund							0
			DDA							0
4.06-2011	Street Lighting Upgrades	9	General Fund	10	10	10	10	10	10	40
4.07-2012	Office Equipment Replacement/Software Upgrades	9	General Fund	13	13	3	13	3	13	58
4.08-2001	Mill Creek Park (North) /Ika Warrior Creek PK	14	TOTAL	200	0	90	0	0	0	290
			Various	200	0	90	0	0	0	290
			Grants							0

BUILDINGS, GROUNDS and EQUIPMENT SECTION

TOTAL	363	23	103	98	13	13	13	13	13	613
Equipment Replacement	0	0	0	75	0	0	0	0	0	75
General Fund	163	23	13	23	13	13	13	13	13	248
Various	200	0	90	0	0	0	0	0	0	290
DDA	0	0	0	0	0	0	0	0	0	0
Grants	0	0	0	0	0	0	0	0	0	0

City of Dexter Project and Fund Summary

PROJECT # (Section, Priority-Year)	PROJECT NAME	PROJECT SCORE	FUNDING SOURCES	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Beyond FY21	TOTAL ESTIMATED EXPENDITURES (thousands)
5.01-2010	Zoning Ordinance Update	13	General Fund	14	13					27
5.02-2011	Master Plan Update	10	General Fund	25	25					50
5.03-2014	Economic Development Report Update	15	General Fund	10						10
5.04-2012	Marketing Strategy	11	General Fund		15	5	5			25

PLANNING AND ZONING SECTION										
TOTAL				49	53	5	5	0	0	112
General Fund				49	53	5	5	0	0	112

6.01.a-2015	Road Maintenance-Crack Sealing, Etc.	14	Street Fund	20	20	20	20	20	20	120
6.01.b-2015	Road Maintenance-Micro-Surfacing/Cap-sealing	14	Street Fund	100		50				150
6.01.c-2015	Road Maintenance-Mill & Overlay	14	TOTAL	290	0	50	50	0	0	390
			Street Fund	290		50	50			390
			Federal Aid-STP							0
6.01.d-2015	Road Maintenance-Crush & Shape	14	Street Fund							0
6.02-2004	Central Street Streetscape	13	TOTAL	0	0	503	0	0	310	813
			Street Fund			400				400
			DDA						310	310
			Federal Aid-STP			103				103
6.03-2009	Alley Maintenance	9	Street Fund	10	10	10	10	10	10	60
6.04-2010	Alley Project (Baker & Hudson/Forest & Grand)	9	Street Fund						60	60
6.05-2010	Alley Project (Baker & Broad/Forest & Grand)	9	Street Fund	50						50
6.06-2010	Street Sign Replacement	9	Street Fund	5	5	10				20
6.07-2016	Broad Street Reconstruction	11	TOTAL	0	0	0	75	1150	0	1225
			Street Fund				75	480		525
			Federal Aid-STP					700		700

STREETS AND ALLEYS SECTION TOTALS										
TOTAL				475	35	643	155	1180	400	2838
Street Fund				475	35	540	155	480	90	1725
DDA				0	0	0	0	0	310	310
Federal Aid-STP				0	0	103	0	700	0	803

City of Dexter Project and Fund Summary

PROJECT # (Section, Priority-Year)	PROJECT NAME	PROJECT SCORE	FUNDING SOURCES	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Beyond FY21	TOTAL ESTIMATED EXPENDITURES (thousands)
7.01-2013	Stormwater Master Plan	11	TOTAL	0	0	0	239	0	0	239
			Street Fund				20			20
			Grants				215			215
			Various/Dexter Schools				4			4
7.02-2004	Catch Basin Replacement	11	Street Fund	50	10	10	10	10	10	100
7.03-2009	Regional Storm Basin	12	TOTAL	0	0	0	274	0	0	274
			Street Fund				69			69
7.04-2009	Baker Road Storm Channel Rehabilitation	13	TOTAL	0	0	0	205	0	0	205
			Street Fund				14			14
			Grants				14			14
7.05-2005	Fourth Street Storm Sewer	11	Street Fund				100			100
7.06-2009	Grand Street Storm Sewer	10	Street Fund				135			135
7.07-2009	Storm Outlet Rehabilitation	11	Street Fund				200			200
7.08-2009	Bio-retention swales	11	TOTAL	0	0	0	0	0	160	160
			Street Fund				60			60
			Grants				100			100
STORMWATER SECTION TOTALS										
			TOTAL	50	10	10	772	210	170	1222
			Street Fund	50	10	10	348	210	70	698
			Grants	0	0	0	420	0	100	520
			Various/Dexter Schools	0	0	0	4	0	0	4

8.01-2008	Sanitary Sewer Rehabilitation	12	Sewer Fund	20	20	20	20	20	20	120
8.02-2009	Grand Street Sewer Main Replacement	11	Sewer Fund	135						135
8.03-2011	WWTP Property Acquisition	9	Sewer Fund						100	100
8.04-2011	Wastewater System - Equipment Assets	10	TOTAL	0	0	0	0	0	0	0
			Federal Aid (SRF)							0
			Sewer Fund							0
8.05-2011	Wastewater System - Building Assets	10	Sewer Fund	20	20	20	205			265
8.06-2012	Baker Road Sanitary Replacement	11	TOTAL	0	0	60	400	0	0	460
			Sewer Fund				400			400
			Grants				60			60
			Various/Dexter Schools				400			400
WASTEWATER SECTION TOTALS										
			TOTAL	175	40	100	625	20	120	1080
			Federal Aid (SRF)	0	0	0	0	0	0	0
			Sewer Fund	175	40	100	625	20	120	1080
			Grants							0
			Various/Dexter Schools							0

City of Dexter Project and Fund Summary

PROJECT # (Section, Priority-Year)	PROJECT NAME	PROJECT SCORE	FUNDING SOURCES	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Beyond FY21	TOTAL ESTIMATED EXPENDITURES (thousands)
9.01-2009	Grand Street New Water Main	12	Water Fund	115	115					230
9.02-2009	Dan Hoy New Water Main Loop	10	Water Fund							0
9.03-2013	Second Street Watermain	10	Water Fund						290	290
9.04-2011	Water System - Equipment Assets	11	Water Fund	10	10	10	10	10	245	295
9.05-2011	Water System - Building Assets	12	Water Fund			5		5	18	28
9.06-2005	Emergency Water Storage	12	Federal Aid (DWRF)	1300	1300					1300
9.07-2012	Baker Road Watermain Replacement	12	Water Fund			750				750
9.08-2014	Water Well #6	13	Federal Aid (DWRF)	15	15					165
9.09-2016	Water Reliability Study and General Plan	15	Water Fund		21					

WATER SYSTEM SECTION TOTALS

TOTAL	46	1425	1030	10	15	553	3058
Federal Aid (DWRF)	15	1300	150	0	0	0	1465
Water Fund	31	125	880	10	15	553	1593

10.01-2000	Baker/Shield Intersection	10	TOTAL	0	0	400	0	0	0	400
			Federal-STP			400				400
			Various/Other							0
10.02-2014	Huron Farms Connector	11	Various/Unknown				120		1100	1220
10.04-2015	Central Street Kayak Launch and Trailhead	12	Various/Unknown				40		240	280
10.05-2014	Wayfinding Signage	11	General Fund	5	5	5				15

REGIONAL COOPERATION PROJECTS SECTION TOTALS

TOTAL	5.0	5.0	405.0	0.0	160.0	1340.0	1915.0
General Fund	5	5	5	0	0	0	15
Various	0	0	0	0	160	1340	1500
Federal-STP	0	0	400	0	0	0	400

GRAND TOTALS

FUNDING SOURCES	FY16-17	FY17-18	FY18-19	FY19-20	FY20-21	Beyond FY21	TOTAL CIP EXPENDITURES
TOTAL	2,386.0	2,320.0	3,021.0	3,420.0	1,672.0	3,901.0	16,649.0
General Fund	1,237.0	511.0	43.0	623.0	33.0	88.0	2,535.0
Equipment Replacement	0.0	0.0	0.0	75.0	0.0	0.0	75.0
Street Fund	677.0	314.0	645.0	503.0	690.0	1600	2,939.0
Sewer Fund	175.0	40.0	100.0	625.0	20.0	1200	1,080.0
Water Fund	31.0	125.0	880.0	10.0	15.0	553.0	1,593.0
DDA	31.0	30.0	610.0	60.0	54.0	1,540.0	2,325.0
Federal Aid	15.0	1,300.0	253.0	400.0	700.0	0.0	2,668.0
Grants	20.0	0.0	400.0	820.0	0.0	100.0	1,340.0
Various	200.0	0.0	90.0	304.0	160.0	1,340.0	2,094.0



OFFICE OF COMMUNITY DEVELOPMENT

8140 Main Street • Dexter, Michigan 48130-1092 • (734) 426-8303 • Fax (734) 426-5614

STAFF REPORT

To: Chairman Kowalski and Planning Commission
Courtney Nicholls, City Manager

From: Michelle Aniol, Community Development Manager

Date: April 4, 2016

Tree Board Updates

- Accompanying this report you will find a copy of correspondence received from the Arbor Day Foundation. The letter congratulates the City of Dexter on earning recognition as a 2015 Tree City USA community. Dexter has participated in the Tree City USA program for seven (7) consecutive years.

ZBA Update

The ZBA held a public hearing on Monday, March 21, 2016 to consider a variance request submitted by, Dr. Brent Kolb, for property located at 7225 Dan Hoey (08-08-08-200-024). Dr. Kolb requested the following variances from Section 7.03(1) for a ground sign:

- 10-foot variance from the required 10-foot setback from the road right-of-way;
- 15-foot variance from the required 15-foot setback from all property lines; and
- 6-foot variance from the required 15-foot setback from the primary entranceway drive.

If the request is granted, it would allow a 0-foot setback from the road right-of-way and (front) property line and a 9-foot setback from the primary entranceway drive. The applicant is citing practical difficulties associated with the property, including lack of visibility and legibility of the sign. After staff report and a presentation by the applicant, the public hearing was opened. There were no members of the public present and no comments offered.

After lengthy discussion regarding the criteria for granting a variance, the Board voted unanimously to postpone action until its April 18, 2016 meeting, in order to give the applicant time to revise his request, as follows:

- To consider increasing the setback from the planned ROW and decreasing the setback from the primary entranceway drive.

Miscellaneous

- Staff, the City's engineering consultant, and DPS staff met with the homeowner of 3266 Alpine Street on March 15, 2016. The purpose of the meeting was to discuss the location of a new sidewalk. As you will recall, this is the property across the street from the library, where the existing home will be demolished and a new home will be constructed. During the Preliminary Zoning Compliance review process, staff let the owner know a sidewalk would need to be constructed before final zoning compliance would be issued. The on-site meeting provided the homeowner, staff, DPS and the engineer an opportunity to evaluate site conditions and topography in the area, as well as access to the existing mailbox. The grade is not level and the property owner's wife has mobility issues. The engineer will follow up on alternatives for locating the sidewalk, as well as ways to improve access to the mailbox. Staff is coordinating with the Postmaster.
- The Michigan Economic Developers Association (MEDA) is planning its annual meeting for August 23-26. It's in Detroit this year and the theme is:

RETOOLED

Changing Economic Development to Address Future Needs

One of the sessions is called: **Repurposing Your Water Resources.**

The session description is as follows:

To be in Michigan is to be near water. To know how to use that beloved natural resource to the advantage of the area economy is to be a creative developer. These three distinct communities will talk about how projects involving water have caused a wave of local economic activity for them.

As a member of the Annual Meeting Committee, staff recommended Dexter, what with our Mill Creek Park and participation with Trail Towns, it seemed appropriate. The committee accepted this suggestion. Therefore staff will make a 15-minute presentation. Staff has invited Huron River Watershed Council reps Elizabeth Riggs and Anita Twardesky, to coordinate with me on the presentation.

Miscellaneous Updates

- Hotel Hickman will hold its official Grand ReOpening on Friday, April 1, 2016.

City Manager Courtney Nicholls
8140 Main St
Dexter, MI 48130-1092

Dear Tree City USA Supporter,

On behalf of the Arbor Day Foundation, I write to congratulate Dexter on earning recognition as a 2015 Tree City USA. Residents of Dexter should be proud to live in a community that makes the planting and care of trees a priority.

Dexter is one of more than 3,400 Tree City USAs, with a combined population of 140 million. Started in 1976, The Tree City USA program, sponsored by the Arbor Day Foundation in partnership with the U.S. Forest Service and the National Association of State Foresters, is celebrating its 40th Anniversary this year. In honor of this milestone a national public awareness campaign is being executed across the country including a strong emphasis on media relations and a social media contest which are referenced in the tool kit received by your state coordinators.

As a result of your commitment to effective urban forest management, you already know that trees are vital to the public infrastructure of cities and towns throughout the country, providing numerous environmental, social and economic benefits. In fact, trees are the one piece of community infrastructure that actually increases in value over time.

We hope you are excited to share this accomplishment. Enclosed in this packet is a press release for your convenience as you prepare to contact local media and the public.

State foresters are responsible for the presentation of the Tree City USA flag and other materials. We will forward information about your awards to your state forester's office to coordinate presentation. It would be especially appropriate to make the Tree City USA award a part of your community's Arbor Day ceremony.

Again, we celebrate your commitment to the people and trees of Dexter and thank you for helping to create a healthier planet for all of us.

Best Regards,



Dan Lambe
President

cc: Michelle Aniol

enclosure

For more information, contact:
Danny Cohn, 402-473-9563
dcohn@arborday.org



FOR IMMEDIATE RELEASE:

Arbor Day Foundation Names Dexter Tree City USA

Dexter, MI was named a 2015 Tree City USA by the Arbor Day Foundation in honor of its commitment to effective urban forest management.

Started in 1976, the Tree City USA program, sponsored by the Arbor Day Foundation, in partnership with the U.S. Forest Service and the National Association of State Foresters is celebrating its 40th Anniversary this year.

Dexter achieved Tree City USA recognition by meeting the program's four requirements: a tree board or department, a tree-care ordinance, an annual community forestry budget of at least \$2 per capita and an Arbor Day observance and proclamation.

"Tree City USA communities see the impact an urban forest has in a community first hand," said Dan Lambe, President of the Arbor Day Foundation. "Additionally, recognition brings residents together and creates a sense of community pride, whether it's through volunteer engagement or public education."

Trees provide multiple benefits to a community when properly planted and maintained. They help to improve the visual appeal of a neighborhood, increase property values, reduce home cooling costs, remove air pollutants and provide wildlife habitat, among many other benefits.

More information on the program is available at arborday.org/TreeCityUSA.

About the Arbor Day Foundation: The Arbor Day Foundation is a million member nonprofit conservation and education organization with the mission to inspire people to plant, nurture, and celebrate trees. More information is available at arborday.org.



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MEMORANDUM

TO: City of Dexter Planning Commission
Michelle Aniol, Community Development Manager

FROM: Douglas J. Lewan, City Planner
Laura K. Kreps, City Planner

DATE: December 1, 2015

RE: District Use Table

Attached to this memorandum, you will find a DRAFT District Use Table denoting the various uses to be allowed as permitted or special land uses in the various zoning districts. This Table is based on the existing district regulations, as well as comments received by staff and Planning Commission members.

Specific use standards will be modified/drafted in accordance with the uses listed on the proposed table, once staff and the Planning Commission is comfortable that the listing is complete. If specific standards are not warranted for a particular use, all terms will be reviewed and defined (as part of the definitions section) as necessary.

Highlighted rows are typical uses found in zoning ordinances that are not currently listed in any district, or uses that warrant additional consideration/discussion. Accessory uses can also be added to this table. In your review of the table, please consider the following:

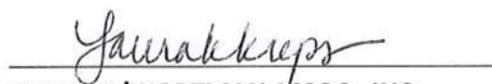
- Are all uses relevant to the City represented?
- Are there uses listed that would not be necessary to list specifically?
- Are the uses listed as permitted or special appropriate based on the district and use type?

We look forward to discussing the District Use Table at an upcoming Planning Commission meeting/worksession.

Sincerely,



 CARLISLE/WORTMAN ASSOC., INC.
 Douglas J. Lewan, PCP, AICP
 Principal



 CARLISLE/WORTMAN ASSOC., INC.
 Laura K. Kreps, AICP
 Associate

District Use Table													
Use Category	Districts												Specific Use Standard (Chapter, Section)
	Residential					Commercial				Industrial			
	R-1A	R-1B	VR	R-3	MHP	C-1	PB	VC	CBD	I-1	RD	PP	
Institutional / Cultural													
Adult day care center				P			P	S	S				
Adult day care family home	P	P	P	P	P			P	P				
Adult foster care, Congregate Facility				P			P	S	S				
Adult foster care Family Home	P	P	P	P	P			P	P				
Adult foster care Large Group Home	P	P	P	P	P								
Adult foster care, Small Group Home	P	P	P	P	P			P	P				
Cemetery	S	S	S										
Convalescent centers / congregate care			S	P				P					
Day Care Centers and Preschools			S	P			P	S	S				
Child day care family home	P	P	P	P	P								
Child day care group homes	P	P	P	P	P								
Child foster care family home	P	P	P	P	P								
Child foster care group home	P	P	P	P	P								
Fine and performing arts facilities						P	P	P	P				
Government Buildings	S	S	S	S	S	S	P	P	P				
Hospitals													
Places of worship	S	S	S	S	S	S	S	S	S				
Post-secondary schools (technical, colleges, business schools)				S		P		S					
Primary / secondary schools													
Minor Essential Services (no outdoor storage facilities)	S	S	S			S	S			P			

District Use Table													
Use Category	Districts												Specific Use Standard (Chapter, Section)
	Residential					Commercial				Industrial			
	R-1A	R-1B	VR	R-3	MHP	C-1	PB	VC	CBD	I-1	RD	PP	
Major Essential Services (with outdoor storage)						S	S			S			
Commercial WECS													
On-Site WECS (attached to roof or free-standing under 30')													
On-Site WECS (31' and Over)													
Solar Energy System (Building Mounted)													
Solar Energy System (Ground Mounted)													
Retail, Entertainment, and Service													
Adult Regulated Uses						S							
Bar / Lounge / Tavern / Brew Pub						S		S	S				
Building material sales / Garden Centers													
Conference, meeting and banquet facilities						S		S	S				
Dance, martial arts, music, and art studios						P		S					
Drive-through facilities						S		S	S				
Financial institutions						P	P	P	P				
Health fitness centers / athletic clubs								S	S		S		
Kennels													
Lodging						S							
Funeral Home / Mortuary			S	S		S	S						
Outdoor Display, subordinate to principal use						S				S			
Open Air Business						S							

District Use Table													
Use Category	Districts												Specific Use Standard (Chapter, Section)
	Residential					Commercial				Industrial			
	R-1A	R-1B	VR	R-3	MHP	C-1	PB	VC	CBD	I-1	RD	PP	
Outdoor Storage						S							
Outdoor Seating						P		P	P				
Personal services						P	P	P	P				
Private Clubs, Fraternal Organizations and Lodge Halls						P		S					
Restaurants						P		P	P				
Retail, general						P		P	P				
Retail, large-scale						S		S	S				
Theaters								S	S				
Office													
Business services						P	S	S	S				
Data processing and computing centers						P	P	P					
Medical Clinics													
Laboratories										P	P		
Offices, general			S			P	P	P	P				
Professional and medical offices						P	P	P	P				
Small animal clinic						S		S	S				
Industrial													
Research, design and pilot or experimental product development										P	P		
Central dry cleaning / laundry plants						S				P			
Contractor's Yard													
Food processing / Beer, wine, alcoholic beverage manufacturing											P		
Light Manufacturing and assembly										P	P		
Material distribution facilities										P	P		
Recycling Centers											S		



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MEMORANDUM

TO: City of Dexter Planning Commission
Michelle Aniol, Community Development Manager

FROM: Doug J. Lewan, City Planner
Laura K. Kreps, City Planner

DATE: December 29, 2015

RE: Non-Conformities Provisions Update

Attached to this communication are the modified Non-Conformities provisions for your review. You will note the following changes have been made:

- Definitions have been moved to the definitions chapter.
- The intent of the Article has been modified.
- Other minor corrections have been identified.

We look forward to reviewing these provisions with you at an upcoming Planning Commission work session or meeting. Please feel free to contact us with any questions or comments.

Sincerely,

CARLISLE/WORTMAN ASSOCIATES, INC.

CARLISLE/WORTMAN ASSOC., INC.
Douglas J. Lewan, PCP, AICP
Principal

CARLISLE/WORTMAN ASSOC., INC.
Laura K. Kreps, AICP
Associate

Cc: File

Article IV

NON-CONFORMITIES

Section 4.01 INTENT

Certain existing lots, structures, and uses of lots and structures were lawful before this Ordinance was adopted, but have become non-conformities under the terms of this Ordinance and its amendments. It is the intent of this Ordinance to permit such legal non-conforming lots, structures, or uses to continue until they are removed, but not to encourage their survival or where discontinuance or removal is not feasible, to gradually upgrade such non-conformities to conforming status. Non-conformities shall not be enlarged, expanded, or extended, except as provided herein, and shall not be used as grounds for adding other structures and uses of lots and structures which are prohibited. Non-conformities are declared by this Ordinance to be incompatible with the structures and uses permitted in the various districts.

~~Such uses are declared by this Ordinance to be incompatible with permitted uses in the districts involved. It is further the intent of this Ordinance that nonconformities shall not be enlarged upon, expanded or extended, nor be used as grounds for adding other structures or uses prohibited elsewhere in the same district.~~

~~It is recognized that there exists within the districts established by this Ordinance and subsequent amendment, lots, structures and uses of land and structures which were lawful before this Ordinance was passed or amended would be prohibited, regulated, or under the terms of this or future amendments. (Amended April 22, 1996. Effective May 13, 1996)~~

~~A nonconforming use of a structure, a nonconforming use of land, or a nonconforming use of a structure and land shall not be extended or enlarged after passage of this Ordinance by attachment on a building or premises of additional signs intended to be seen from off the premises, or by addition of other uses of a nature which would not be permitted generally in the district involved. (Amended April 22, 1996. Effective May 13, 1996)~~

To avoid undue hardship, nothing in this Ordinance shall be deemed to require a change in the plans, construction or designated use of any building on which actual construction was lawfully begun prior to the effective date of adoption or amendment of this Ordinance and upon which actual building construction has been diligently carried on. Actual construction is hereby defined to include the placing of construction materials in permanent position and fastened in a permanent manner; except that where demolition or removal of an existing building has been substantially begun preparatory to rebuilding such demolition or removal shall be deemed to be actual construction, provided work shall be diligently carried on until completion of the building involved.

Section 4.02 DEFINITIONS

For the purposes of this section, the following words and phrases shall have the meaning assigned to them:

- ~~A. **Effective Date:** Whenever this article refers to the "effective date," the reference shall be deemed to include the effective date of any amendments to this Ordinance if the amendments created a nonconforming situation.~~
- ~~B. **Nonconforming Building:** A building or portion thereof which was lawfully in existence at the effective date of this Ordinance, or amendments thereto, that does not meet the limitations on building size, location on a lot, or other regulations for the district in which such building is located.~~
- ~~C. **Nonconforming Lot:** A lot which was lawfully in existence at the effective date of this Ordinance, or amendments thereto, that does not meet the minimum area or lot dimensional requirements of the district in which the lot is located.~~
- ~~D. **Nonconforming Use:** A use which was lawfully in existence at the effective date of this Ordinance, or amendment thereto, and which does not now conform to the use regulations of this Ordinance for the zoning district in which it is now located.~~
- ~~E. **Structural Nonconformity:** A nonconformity that exists when the height, size, or minimum floor space of a structure, or the relationship between an existing building and existing buildings or lot lines does not conform to the standards of the in which the property is located. Also sometimes referred to as a dimensional nonconformity.~~

Section 4.03-02 NON-CONFORMING LOTS

Any non-conforming lot shall be used only for a use permitted in the district in which it is located. In any district in which single-family dwellings are permitted, notwithstanding limitations imposed by other provisions of this Ordinance, a single-family dwelling and customary accessory buildings may be erected on any single lot of record (~~as defined in Article II of this ordinance~~) at the effective date of adoption or amendment of this Ordinance. This provision shall apply even though such lot fails to meet the requirements for area or width, or both, that are generally applicable in the district; provided that yard dimensions and other requirements not involving area or width, or both, of the lot shall conform to the regulations for the district in which such lot is located. Variance requests from district yard requirements may be applied for through the City of Dexter Zoning Board of Appeals.

If two or more lots or combination of lots with contiguous frontage in single ownership are of record at the time of adoption or amendment of this Ordinance, and if all or part of the individual lots do not meet the requirements established for lot width and area, the lots involved shall be considered to be an individual parcel for the purposes of this Ordinance. No portion of said parcel shall be used, occupied, or sold in a manner which diminishes compliance with lot width and area requirements established by this Ordinance, nor shall any division of a parcel be made which creates a lot with width or area less than the

requirements stated in this Ordinance. These provisions shall not apply to contiguous lots in single ownership where each of the lots is occupied by a dwelling unit.

Upon application, the Zoning Administrator may permit the combination, in whole or in part, of non-conforming lots of record into building sites less than the size requirements established by this Ordinance, provided that the combination of lots reduces the degree of non-conformity and results in a parcel which is capable of accommodating a structure that is in conformance with the building area, setback, and side yard requirements of this Ordinance.

Section 4.04-03 NON-CONFORMING USES OF LAND

The lawful use of any land existing on the effective date of this Ordinance or amendment thereto, may be continued even though such use does not conform to the provisions of this Ordinance or amendments subject to the following provisions:

- A. No such non-conforming use shall be enlarged or increased, nor extended to occupy a greater area of land than was occupied at the effective date of adoption or amendment of this Ordinance;
- B. No such non-conforming use shall be moved in whole or in part to any other portion of the lot or parcel occupied by such use at the effective date of adoption or amendment of this Ordinance;
- C. If such non-conforming use of land ceases for any reason for a period of more than six ~~(6)~~ months, any subsequent use of such land shall conform to the regulations specified by this Ordinance for the district in which such land is located. *(Adopted 9/13/04, Effective 10/20/04)*
- D. Where non-conforming off-street parking, landscaping, signage, fences, and other similar land uses exist, those uses shall be made to conform to the terms of this Ordinance when any legal use, principal or accessory, located on the land in question is established or expanded in such a manner that would necessitate site plan review and approval in accordance with Article XXII.

Section 4.05-04 NON-CONFORMING BUILDINGS AND STRUCTURES

Where a lawful building or structure exists at the effective date of adoption or amendment of this Ordinance that could not be built under the terms of this Ordinance by reason of restrictions on area, lot coverage, height, yards, or other characteristics of the structure or its location on the lot, such structure may be continued so long as it remains otherwise lawful subject to the following provisions:

- A. **Restriction on Creating Nonconformities:** No such building or structure may be enlarged or altered in a way which increases its non-conformity. ~~Such structures may be enlarged or altered in a way which does not increase its nonconformity.~~

- B. **Restriction on Movement:** Should such structure be moved for any reason or for any distance whatsoever, it shall thereafter conform to the regulations for the district in which it is located after it is relocated or moved.
- C. **Restrictions on Alteration or Modification:** If a non-conforming structure or building is altered or modified so as to eliminate, remove, or lessen any or all of its non-conforming characteristics, then such non-conforming characteristics shall not be later re-established or increased. The Zoning Board of Appeals shall determine if a proposed alteration should decrease the degree of non-conformity.
- D. **Restrictions on Replacements:** Nothing in this Ordinance shall prevent the reconstruction, repair, or restoration and the continued use of any non-conforming structure damaged by fire, collapse, explosion, acts of God or acts of public enemy, subsequent to the effective date of this Ordinance.

-Any non-conforming building which has been damaged substantially or destroyed may be repaired, rebuilt or replaced within ~~eighteen~~ [18] months of such damage or destruction, provided that such repairs or rebuilding or replacement does not extend or expand the previously existing non-conforming structure.

Where pending insurance claims require an extension of time, the Zoning Administrator may grant a time extension provided that the property owner submits a certification from the insurance company attesting to the delay. Until such time as the debris from the fire or act of God is fully removed, the premises shall be fenced and secured from pedestrian or unauthorized access.

Section ~~4.06~~ 05 NON-CONFORMING USES OF STRUCTURES AND LAND

If a lawful use of a structure, or of structure and land in combination, exists at the effective date of adoption or amendment of this Ordinance, that would not be permitted in the district under the terms of this Ordinance, the lawful use may be continued so long as it remains otherwise lawful subject to the following provisions:

- A. **Prohibition on Enlargement of a Building Housing Non-conforming Use:** No existing structure devoted to a use not permitted by this Ordinance in the district in which it is located shall be enlarged, extended, constructed, reconstructed, moved or structurally altered except in changing the use of the structure to a use permitted in the district in which it is located.
- B. **Extension Throughout Building:** Any non-conforming use may be extended throughout any parts of a building which were manifestly arranged or designed for such use, and which existed at the time of adoption or amendment of this Ordinance, but no such use shall be extended to occupy any land outside such building.
- C. **Changing Use:** If no structural alterations are made, any non-conforming use of a structure, or structure and land in combination, may be changed to another non-

conforming use of the same or a more restricted classification provided that the Zoning Board of Appeals either by general rule or by making findings in the specific case, shall find that the proposed use is equally appropriate or more appropriate to the district than the existing non-conforming use. In permitting such change, the Zoning Board of Appeals may require conditions and safeguards in accord with the purpose and intent of this Ordinance. Where a non-conforming use of a structure, land, or structure and land in combination is hereafter changed to a more conforming use, it shall not thereafter be changed to a less conforming use.

- D. **Prohibition of Re-establishment if Replaced by Conforming Use:** A non-conforming use of any structure which is replaced by a permitted use, shall thereafter conform to the regulations for the district in which such structure is located, and the non-conforming use may not thereafter be resumed.
- E. **Discontinuance or Termination of Non-conforming Use of Structure:** When a non-conforming use is discontinued or ceases to exist for six ~~(6)~~ consecutive months the non-conforming structure or use of land shall not thereafter be used except in conformance with the regulations of the district in which it is located. Structures occupied by seasonal uses shall be excepted from this provision. Appeals for continuation of such uses shall be provided and determined by making application to the City of Dexter Zoning Board of Appeals. ~~(adopted 9/13/04, effective 10/20/04)~~
- F. **Repairs to Non-conforming Use:** On any building devoted in whole, or in part, to any non-conforming use, work may be done in any period of ~~eighteen~~ ~~{18}~~ consecutive months on ordinary repairs, improvements, or modernization, or on repair or replacement of non-bearing walls, fixtures, wiring or plumbing to correct deterioration, obsolescence, depreciation and wear. Such repairs, improvements, replacement, or modernization activities shall be permitted providing the total area (in square feet) of the building as it existed at the time of passage or amendment of this Ordinance shall not be increased. Repairs begun within the required ~~eighteen~~ ~~{18}~~ consecutive months but not completed upon the expiration of the permitted time period may be completed provided the repairs have been issued and approved and valid building permit and the work has continued without interruption to eventual completion.
- G. **Safety Repair.** Nothing in the Ordinance shall be deemed to prevent the strengthening or restoring to a safe condition of any building, or part, thereof declared unsafe by an official charged with protecting public safety, upon order of such official.

Section 4.07-06 GENERAL REQUIREMENTS

- A. **Structure and Land in Combination.** Where non-conforming use status applies to a structure and land in combination, removal or destruction of the structure shall eliminate the non-conforming status of the land.

- B. **___ Illegal Non-conforming Uses:** Those alleged non-conforming uses which cannot be proven conclusively to have been in existence prior to the date of the enactment or amendment of this Ordinance shall be declared illegal uses and shall be discontinued following the enactment of this subsection.

Section 4.08-07 USES UNDER EXCEPTION PROVISIONS NOT NON-CONFORMING USES

Any use for which a special exception is permitted as provided in this Ordinance shall not be deemed a non-conforming use, but shall, without further action, be deemed a conforming use in such district.

Section 4.09-08 CHANGE OF TENANCY OR OWNERSHIP

There may be a change of tenancy, ownership, or management of any existing non-conforming uses of land, structures and land in combination provided there is no change in the nature or character of such non-conforming uses except in conformity with the provisions of this Ordinance.

Section 4.10 ACQUISITION OF NON-CONFORMING USES

The City Council may acquire private property, or an interest in private property, to remove a non-conformity, as provided in Act 207, PA of 1921, as amended.

~~Rev. approved 11/27/00~~

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MEMORANDUM

TO: City of Dexter Planning Commission
Michelle Aniol, Community Development Manager

FROM: Doug J. Lewan, City Planner
Laura K. Kreps, City Planner

DATE: February 29, 2016

RE: Amendment Procedure Provisions Update

Attached to this communication are the modified Amendment Procedure provisions for your review. As you will note, the majority of modifications are reflected in the Conditional Rezoning section. Specifically, review procedures and expiration of approval were added, in addition to the reorganization of the section.

We recommend determining a specific approval timeframe for conditional rezoning approvals; currently, the City Council can authorize approval of a conditional rezoning for any timeframe they deem reasonable. Providing a set effective period with an option for extension, will ensure all applications are provided the same amount of time for project commencement.

The City Attorney has reviewed the amended Article, and all of their noted modifications have been addressed in the attached draft document.

We look forward to reviewing these provisions with you at an upcoming Planning Commission work session or meeting. Please feel free to contact us with any questions or comments.

Sincerely,

CARLISLE/WORTMAN ASSOCIATES, INC.


CARLISLE/WORTMAN ASSOC., INC.
Douglas J. Lewan, PCP, AICP
Principal


CARLISLE/WORTMAN ASSOC., INC.
Laura K. Kreps, AICP
Associate

Cc: File

Article XXIII

~~ORDINANCE AMENDMENTS~~ PROCEDURE

Section 23.01 INITIATION OF AMENDMENTS

The City Council may, from time to time, amend, modify, supplement, or revise the zoning district boundaries shown on the Official Zoning Map or the provisions of this Ordinance. Amendments ~~to the provisions of this Ordinance~~ may be initiated by resolution of the City Council, the Planning Commission, ~~the Board of Zoning Appeals, the Zoning Administrator~~ or by petition of one or more ~~residents or land~~ property owners to be affected by the proposed amendment. ~~Amendments to the Official Zoning Map may be initiated by the City Council, the Planning Commission, or by the owner or owners of the subject site. All proposed amendments to the provisions of this Ordinance or the Official Zoning Map shall be referred to the Planning Commission for public hearing and recommendation to the City Council prior to action by the City Council.~~

Section 23.02 ~~APPLICATION PROCEDURE~~ AMENDMENT REQUEST

An amendment to this Ordinance or the Official Zoning Map, except those initiated by the City, shall be initiated by submission of a completed application form and fee. The following information shall accompany the Zoning Amendment application form:

- A. A legal description and street address of the subject property, together with a scaled map identifying the subject property in relation to surrounding properties clearly showing the property's location.
- B. The name and address of the owner of the subject site, and a statement of the applicant's interest in the subject site if not the owner in fee simple title.
- C. The existing and proposed zoning district designation of the subject property.
- D. The land use classification for the subject site as illustrated on the City's Master Plan.
- E. In the case of an amendment to this Ordinance, other than an amendment to the Official Zoning Map, a general description of the proposed amendment and rationale for the change shall accompany the application form.
- F. A written description of how the requested rezoning meets Section 23.05 Criteria for Amendment of the Official Zoning Map, or Section 23.06 Criteria for Amendments to the Zoning Ordinance Text.

Section 23.03 AMENDMENT PROCEDURE; ~~PUBLIC HEARING AND NOTICE~~

- A. Upon initiation of an amendment, a work session and public hearing to consider the proposed amendment shall be scheduled before the Planning Commission. Notice of the hearing shall be given as required by the Michigan Zoning Enabling Act (Public Act 110 of 2006, as amended) as provided in Section X.XX.
- B. Following the public hearing, the Planning Commission shall identify and evaluate all factors relevant to the petition and shall report its findings and recommendation to the City Council. The Planning Commission shall consider the criteria listed in Section 23.05 for a requested amendment to the Official Zoning Map, and the criteria listed in Section 23.06 for requested amendments to the standards and regulations in the text.
- C. Following receipt of the findings and recommendation of the Planning Commission, the City Council shall act on the proposed amendment. In the case of an amendment to the text of this Ordinance, the City Council may modify or revise the proposed amendment recommended by the Planning Commission prior to enactment. A Zoning Ordinance and any amendment shall be approved by a majority vote of members of the City Council. In the case of an amendment to the Official Zoning Map, the City Council shall approve or deny the amendment, based on its consideration of the criteria in Section 23.05.
- D. Except as otherwise provided under Section 23.03 F., a Zoning Ordinance shall take effect upon the expiration of seven days after publication as required by Section 23.03 E. or at such later date after publication as may be specified by the City Council.
- E. Following adoption of a zoning ordinance or any subsequent amendments by the City Council, the Zoning Ordinance or subsequent amendments shall be filed with the City Clerk, and a notice of ordinance adoption shall be published in a newspaper of general circulation in the City of Dexter within 15 days of after adoption.

The notice required shall include all of the following information:

1. In the case of a newly adopted Zoning Ordinance, the following statement: "A zoning ordinance regulating the development and use of land has been adopted by the City Council of the City of Dexter."
2. In the case of an amendment to an existing zoning ordinance, either a summary of the regulatory effect of the amendment, including the geographic area affected, or the text of the amendment.

3. The effective date of the ordinance or amendment.
4. The place where and time when a copy of the ordinance or amendment may be purchased or inspected.

Section 23.04 AMENDMENTS REQUIRED TO CONFORM TO COURT DECREE

Any amendment for the purpose of conforming to a decree of a court of competent jurisdiction shall be adopted by the City Council and published, without necessity of a public hearing or referral thereof to any other board or agency.

Section 23.05 CRITERIA FOR AMENDMENT OF THE OFFICIAL ZONING MAP

- A. **Review.** In considering any petition for an amendment to the Official Zoning Map, the Planning Commission and City Council shall identify and evaluate all factors relevant to the application, and shall report its findings in full, along with its recommendations for disposition of the application, to the City Council. ~~consider the following criteria in making its findings, recommendations and decision:~~
- B. **Findings.** The facts to be considered by the Planning Commission and City Council shall include, but not be limited to the following criteria:
1. ~~A. Consistency with the **goals, policies and future land use map of the City of Dexter Master Plan.** If conditions upon which the Master Plan was developed (such as market factors, demographics, infrastructure, traffic and environmental issues) have changed significantly since the Master Plan was adopted, ~~as determined by the City, the Planning Commission and Council shall consider the e~~Consistency with recent development trends in the area may be considered.~~
 2. ~~B. Compatibility with the Environment.~~ Compatibility of the site's physical, geological, hydrological and other environmental features with the host of uses permitted in the proposed zoning district.
 3. ~~C. Return on Investment.~~ Evidence the applicant cannot receive a reasonable return on investment through developing the property with at least one ~~(1)~~ of the uses permitted under the current zoning.
 4. ~~D. Use Compatibility.~~ The compatibility of all the potential uses allowed in the proposed zoning district with surrounding uses and zoning in terms of land suitability, impacts on the environment, density, nature of use,

traffic impacts, aesthetics, infrastructure and potential influence on property values.

5. ~~E.~~ **Impact on City Services.** The capacity of the City's infrastructure and services sufficient to accommodate the uses permitted in the requested district without compromising the "health, safety and welfare".
6. ~~F.~~ **Demand for Use.** The apparent demand for the types of uses permitted in the requested zoning district in the Dexter area in relation to the amount of land currently zoned and available to accommodate the demand.

~~G. The request has not previously been submitted within the past one (1) year, unless conditions have changed or new information has been provided.~~
7. ~~H.~~ Other factors deemed appropriate by the Planning Commission and City Council.

Section 23.076 CRITERIA FOR AMENDMENT TO THE ZONING ORDINANCE TEXT

The Planning Commission and City Council shall consider the following criteria to determine the appropriateness of amending the text, standards and regulations of the Zoning Ordinance.

- A. Documentation has been provided from City Staff or the Board of Zoning Appeals indicating problems and conflicts in implementation of specific sections of the Ordinance.
- B. Reference materials, planning and zoning publications, information gained at seminars or experiences of other communities demonstrate improved techniques to deal with certain zoning issues, or that the City's standards are outdated.
- C. The City Attorney recommends an amendment to respond to significant case law.
- D. The amendment would promote implementation of the goals and objectives of the City's Master Plan.
- E. Other factors deemed appropriate by the Planning Commission and City Council.

Section 23.07 RESTRICTIONS ON RESUBMITTAL OF A REZONING REQUEST

An application for an amendment to the Official Zoning Map that has been denied shall not be reconsidered for one year, unless the applicant demonstrates that conditions have

changed.

Section 23.~~06~~08 **CONDITIONAL REZONING OF LAND**

A. **Authorization and Limitations.** As an alternative to a rezoning amendment as described in Section 23.01 of this Ordinance, the City ~~of Dexter may allow conditional rezoning to help ensure the proper use of land and natural resources and to allow for a more flexible approach to the rezoning process in accordance with Act No. 110 of Public Acts of Michigan of 2006 as amended. It is recognized that, in certain instances, it would be an advantage to both the City and petitioners seeking Rezoning of land if a site plan, along with conditions and limitations that may be relied upon by the City, could be proposed as part of a petition for Rezoning. Conditional rezoning of land must follow the standards and procedures as noted below.~~ Council shall have the authority to place conditions on a rezoning, provided the conditions have been voluntarily offered in writing by the applicant and are acceptable to the City Council. In exercising its authority to consider a conditional rezoning, the City is also authorized to impose the following limitations:

~~A. The amendment procedure for a conditional rezoning shall follow the same procedure as a traditional rezoning amendment pursuant to Article 23 of this Ordinance.~~

~~B. In addition to the procedures as noted in Section 23.02, the following specific procedures, standards, and requirements apply to all proposed conditional rezoning requests:~~

1. (1) A conditional rezoning request must be voluntarily offered by an owner of land within the City. All offers must be made in writing and must provide the specific conditions to be considered by the City as a part of the rezoning request. All offers shall be in the form of a written agreement approvable by the City and property owner, incorporating the conditional rezoning site plan and setting forth any conditions and terms mutually agreed upon by the parties relative to the land for which the conditional rezoning is sought. An owner of land may voluntarily offer written conditions relating to the use and/or development of land for which a conditional rezoning is requested. This offer may be made either at the time of the application for conditional rezoning is filed, or additional conditions may be offered at a later time during the conditional rezoning process as set forth below.

2. (2) Conditional rezoning The owner's offer of conditions may not authorize uses or developments not permitted ~~shall not allow a use or activity that would not otherwise be allowed~~ in the proposed zoning district. The

owner's offer of conditions shall bear a reasonable and rational relationship to the property for which the conditional rezoning is requested.

3. ~~(3) Conditional rezoning shall not alter any of the various zoning requirements for the use(s) in question, i.e. parking, landscaping, lot area, lot width, building height, setbacks, lot area coverage, etc. Conditional rezonings shall not grant zoning variances of any kind. Any use or development proposed as part of an offer of conditions that would require a variance under the terms of this Ordinance may only be commenced if a variance for such use or development is ultimately granted by the Zoning Board of Appeals in accordance with~~ Any use or development proposed as part of an offer of conditions that would require a variance under the terms of this Ordinance may only be commenced if a variance for such use or development is ultimately granted by the Zoning Board of Appeals in accordance with ~~Any zoning variance must follow~~ the provisions of Article 24 of this Ordinance.

4. ~~(4) Conditional rezoning shall not grant special land use approval. The process for review and approval of special land uses must follow the provisions of Article 8 of this Ordinance.~~

~~(5) All conditions offered by a land owner in relation to a rezoning request must have a direct relationship to the rezoning itself. The provisions to allow conditional rezoning shall not be construed to allow rezoning by exaction.~~

5. ~~(6) In addition to the informational requirements provided for in Section 23.02 of this ordinance the applicant must provide a conditional rezoning site plan prepared by a licensed professional allowed to prepare such plans under this Ordinance, that may~~ The site plan shall show the location, size, height or other ~~measures~~ dimensions for and/or of buildings, structures, improvements and features on, and in some cases adjacent to, the property that ~~is~~ are the subject of the conditional rezoning of land. The details to be offered for inclusion in the conditional rezoning site plan shall be determined by the applicant, subject to approval of the City. A conditional rezoning site plan shall not replace the requirement under this Ordinance for site plan review and approval, or subdivision or site condominium approval, as the case may be.

B. Amendment of Conditions. The offer of conditions may be amended during the process of conditional rezoning consideration, provided any amended or additional conditions are entered voluntarily by the owner, and confirmed in writing. An owner may withdraw in writing all or part of its offer of conditions any time prior to final rezoning action of the City Council, provided such withdrawal occurs subsequent to the Planning Commission's public hearing on the original rezoning request, then the rezoning application shall be referred back to the Planning Commission for a new public hearing with appropriate notice and a new recommendation.

- C. Procedure.** The procedure for consideration of a conditional rezoning shall follow the same procedure as a traditional rezoning amendment pursuant to Article 23 of this Ordinance in addition to the following:
1. A conditional rezoning request shall be initiated by the applicant submitting a proposed Conditional Rezoning Agreement. A conditional Rezoning Agreement shall include the following information:
 - a. A written statement that confirms the Conditional Rezoning Agreement was proposed by the applicant and entered into voluntarily.
 - b. A written statement that confirms the property will not be used or developed in a manner that is inconsistent with conditions placed on the rezoning.
 - c. A list of conditions proposed by the applicant.
 - d. A timeframe for completing the proposed improvements.
 - e. A legal description of the land.
 - f. A sketch plan in sufficient detail to illustrate any specific conditions proposed by the applicant.
 2. The notice of public hearing on a conditional rezoning request shall include a general description of the proposed agreement being considered. A review of the proposed agreement shall be conducted at the public hearing.
 3. A conditional rezoning may only be approved upon a finding and determination that all of the following are satisfied:
 - a. The conditions, proposed development, and/or proposed use of the land are designed or proposed for public health, safety, and welfare purposes.
 - b. The conditions, proposed development and/or proposed use are not in material conflict with the Master Plan, or, if there is material conflict with the Master Plan, such conflict is due to one of the following:
 - i. A change in City policy since the Master Plan was adopted.
 - ii. A change in conditions since the Master Plan was adopted.
 - iii. An error in the Master Plan.

- c. The conditions, proposed development and/or proposed use are in accordance with all terms and provisions of the zoning district to which the land is to be rezoned, except as otherwise allowed in the Conditional Rezoning Agreement.
- d. Public services and facilities affected by the proposed development will be capable of accommodating service and facility loads caused by use of the development.
- e. The conditions, proposed development and/or proposed use shall ensure compatibility with adjacent uses of land.

D. **Amendment to Zoning Map.** Upon approval by the City Council of a Conditional Rezoning request and a Conditional Rezoning Agreement, as provided by this section, the Zoning Map shall be amended to reflect a new zoning classification along with a relevant designation that will provide reasonable notice of the Conditional Rezoning Agreement.

E. ~~C. Expiration Time Limits and Reversion of Land to Previous District.~~ A Conditional Rezoning Approval shall expire two years from the effective date of the rezoning unless development has been diligently pursued and substantial completion has occurred in accordance with permits issued by the City.

1. In the event the conditional rezoning expires, the rezoning and the Conditional Rezoning Agreement shall be void and of no effect.
2. If the Conditional Rezoning becomes void, no development shall be undertaken and no permits for development shall be issued until such time as a new zoning district classification of the property has become effective as a result of one or both of the following actions that may be taken:
 - a. The property owner seeks a new zoning classification for the property; and/or
 - b. The City initiates a new request for the property to a reasonable district classification, in accordance with the conventional rezoning procedure.
3. ~~(5) The time limits~~ two year allotted approval ~~specified and approved by the City may be extended upon the application of the landowner and approval of the City.~~

~~(1) If the proposed conditions of rezoning are acceptable to the City, the City may establish a time period during which the conditions apply to the property and must be met. If the conditions are not satisfied within the time specified under this section, the property shall revert to its former zoning.~~

~~classification unless an extension is granted as noted below. Reversion of a property back to its former classification must follow the rezoning amendment provisions as provided in Section 23.03 of the Zoning Ordinance.~~

~~(2) Unless a reversion of the zoning takes place as described in the section above, the approved conditional rezoning shall be binding upon the subject property owner, their heirs, successors, assigns, and transferees.~~

F. **Recording.** ~~(3) Upon approval of a conditional rezoning,~~ A Conditional Rezoning Approval shall not become effective until ~~a copy of the written Conditional Rezoning agreement Agreement between the property owner and City shall be~~ is filed with the Washtenaw County Register of Deeds, and a certified copy of the Agreement is filed with the City Clerk. ~~which shall act to provide notice to all subsequent owners of the property of the conditions approved and agreed to by the City.~~

G. **Violation of Conditional Rezoning Agreement.** If development and/or actions are undertaken in violation of the Conditional Rezoning Agreement, such development and/or actions shall constitute a violation of this Ordinance and deemed a nuisance per se. In such case, the City may issue a stop work order relative to the property and seek any other lawful remedies. Until action is taken to bring the property into compliance with the Conditional Rezoning Agreement, the City may withhold, or, following notice and an opportunity to be heard, revoke permits and certificates, in addition to or in lieu of such other lawful action to achieve compliance.

~~(4) The City may not add to or alter any conditions approved as a part of a rezoning during the time period specified above.~~

~~(5) The time limits specified and approved by the City may be extended upon the application of the landowner and approval of the City.~~

~~D. **Review Procedures.** The factors found in Section 23.05 of this Ordinance must be considered in any conditional rezoning request.~~

~~Section 23.07 CRITERIA FOR AMENDMENT TO THE ZONING ORDINANCE TEXT~~

~~The Planning Commission and City Council shall consider the following criteria to determine the appropriateness of amending the text, standards and regulations of the Zoning Ordinance.~~

- ~~A. Documentation has been provided from City Staff or the Board of Zoning Appeals indicating problems and conflicts in implementation of specific sections of the Ordinance.~~
- ~~B. Reference materials, planning and zoning publications, information gained at seminars or experiences of other communities demonstrate improved techniques to deal with certain zoning issues, or that the City's standards are outdated.~~
- ~~C. The City Attorney recommends an amendment to respond to significant case law.~~
- ~~D. The amendment would promote implementation of the goals and objectives of the City's Master Plan.~~
- ~~E. Other factors deemed appropriate by the Planning Commission and City Council.~~

~~Section 23.08 RESTRICTIONS ON RESUBMITTAL OF A REZONING REQUEST~~

~~An application for an amendment to the Official Zoning Map (i.e. a rezoning request) that has been denied shall not be reconsidered for one (1) year, unless the applicant demonstrates that conditions have changed.~~



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MEMORANDUM

TO: City of Dexter Planning Commission
Michelle Aniol, Community Development Manager

FROM: Doug J. Lewan, City Planner
Laura K. Kreps, City Planner

DATE: February 29, 2016

RE: Special Land Use Provisions Update

Attached to this communication are the modified Special Land Use provisions for your review. As you will note, specific use regulations have been removed, and will be reorganized into a new chapter. Other changes to note include:

- Application (form) requirements have been removed. Application documents can and should be modified from time to time, and general required information does not need to be listed the ordinance standards.
- The notification process will reference a new section outlining public hearing procedures.
- The Planning Commission and City Council review and approval process have been updated to streamline and further explain the approval process.
- Special land use review standards have been modified and updated as necessary to further modernize and streamline. Additional findings the Planning Commission and City Council may consider in the review of a special land use have been added, these include: hours of operation, outdoor activities, public safety, etc.
- The conditions of approval have been updated to outline the City Council's authority/discretion in determining conditions of approval. Further, the intent of any conditions imposed is defined.
- Validity of Permit heading has been changed to Effectiveness. All provisions related to special land use permits effectiveness have been reorganized into this section and updated accordingly.
- A new section has been added to accommodate all provisions related to an amendment, expansion, or change in use to an approved special land use.

The City Attorney has reviewed the proposed updates, and suggests clarification of the timeframe provided in Section 8.02D(1). We will be discussing whether a timeframe should be eliminated (as it is not required under the Michigan Zoning Enabling Act) or at what stage of review the timeframe applies

(after Planning Commission review or the first City Council meeting where it appears on the agenda). All other revisions suggested by the City Attorney have been provided in the attached draft.

We look forward to reviewing these provisions with you at an upcoming Planning Commission work session or meeting. Please feel free to contact us with any questions or comments.

Sincerely,

CARLISLE/WORTMAN ASSOCIATES, INC.



CARLISLE/WORTMAN ASSOC., INC.
Douglas J. Lewan, PCP, AICP
Principal



CARLISLE/WORTMAN ASSOC., INC.
Laura K. Kreps, AICP
Associate

Cc: File

Article VIII

SPECIAL LAND USES

~~Adopted June 12, 1995~~

Section 8.01 INTENT

This Article is intended to regulate uses which may be compatible with uses in some, but not all, locations within a particular zoning district. Among the purposes of the Special Land Use standards of this Article ~~are~~ is to accomplish the following:

- Provide a mechanism for public input on decisions involving more intense land uses.
- Establish criteria for both new development and infill/redevelopment consistent with the City's land use goals and objectives as stated in the City Master Plan.
- Regulate the use of land on the basis of impact to the City overall, and adjacent properties in particular.
- Promote a planned and orderly development pattern which ~~can~~ can be served by public facilities and serviced d in a cost-effective manner.
- Ensure uses can be accommodated by the environmental capability of specific sites.
- Provide site design standards to diminish negative impacts of potentially conflicting land uses.
- Provide greater flexibility to integrate land uses within the City.

~~This Article provides both general standards for all Special Land Uses (Section 8.03) and specific location, site or operational standards for particular Special Land Uses (Section 8.11). The process for review of a Special Land Use involves a Public Hearing with the Planning Commission with final review determination on the use and site plan by the City Council. Approval of any Special Land Use requires a Special Land Use Permit.~~

Section 8.02 ~~APPLICATION, REVIEW AND APPROVAL PROCEDURES~~

The procedure for Special Land Use review shall be as follows:

~~aA.~~ **Application.** An applicant for a Special Land Use shall submit an application for review to the Zoning Administrator, and pay together with the required fee and appropriate information, not less than 30 days prior to the date of the regular meeting of the Planning Commission, at which the special use application will be considered. The following information shall also be submitted: ~~The application presented for consideration shall contain the following:~~

1. ~~Name of proposed development.~~ A site plan with the required information as set forth in Article XXI.
2. ~~Common description of the property and complete legal description (also address, if available.)~~ A statement with regard to compliance with the criteria required for

approval in Section 8.03, Standards for Special Land Uses approval and any specific standards required by the specific use as provided in Article _____, Specific Use Standards.

3. ~~Dimensions of land: width, length, acreage, and frontage.~~ Failure to provide the required information and materials as part of the application for Special Land Use approval shall render the application deficient, and said application shall be held in abeyance until the petitioner submits all required items. The Zoning Administrator may waive the submission of a site plan where such information is not material to Planning Commission action, specifically where no physical changes to the site are proposed.
4. ~~Existing zoning classification and zoning of all adjacent properties.~~
5. ~~Proposed use of the land.~~
6. ~~Name, address, and phone number of:~~
 - (a) ~~Firm or individual who prepared the application.~~
 - (b) ~~Legal owner of the property.~~
 - (c) ~~Applicant (including basis of representation.)~~
7. ~~Signature of the legal owner and the Applicant.~~
8. ~~A site plan, prepared in accordance with the provisions of Article XXI of this Ordinance.~~

bB. Planning Commission Public Hearing. The Planning Commission shall hold a public hearing, or hearings, upon any application for special land use, notice of which shall be in the manner required by Section X.XX Notices.

1. ~~If the Zoning Administrator finds all of the information complete a Public Hearing shall scheduled at the next regular meeting to review the request.~~
2. ~~A notice of the public hearing shall be published in a newspaper which circulates in the City and copies of the notice shall be sent by mail to property owners and occupants of structures within three hundred (300) feet of the property in question. The notice shall be given not less than five (5) days nor more than fifteen (15) days before the date of the public hearing, and shall:~~
 - (a) ~~Describe the nature of the Special Land Use request.~~
 - (b) ~~Indicate the property which is the subject of the Special Land Use request.~~
 - (c) ~~State the date, time and place of public hearing.~~
 - (d) ~~Indicate that written comments may be submitted prior to or at the public hearing.~~

eC. Planning Commission Action.

1. The Planning Commission shall conduct the required public hearing. At the public hearing, the Planning commission shall review the application for special land use approval in accordance with Section 8.03 and any specific standards in Article _____, Specific Use Standards.

- ~~d. The Planning Commission shall review the application in terms of the requirements of the Special Land Use General standards listed in Section 8.04 below and any specific standards of Section 8.11.~~
- e. 2. The Planning Commission shall recommend that the City Council either approve, approve with conditions (~~as described below in Section 8.04~~based on findings outlined in Section 8.03) or deny the Special Land Use and the accompanying site plan.

Df. **City Council Action.**

1. The Special Land Use request and other pertinent information, together with the recommendation of the Planning Commission, shall be placed on the agenda of the next City Council meeting. The City Council shall either approve or reject the request within ~~sixty (60)~~ days, unless an extension has been agreed upon in writing by both the City Council and the Applicant.
2. The decision on a special land use required by the City Council shall be made a part of the public record and incorporated into a resolution that includes a statement of findings and conclusions relative to the special land use which specifies the basis for the decision and any condition imposed.

**Section 8.03 ~~GENERAL REVIEW STANDARDS FOR ALL SPECIAL~~
LAND USES**

A. **Standards.** The Planning Commission and City council shall review the particular circumstances and facts of each proposed use, and shall consider the following general standards, and any specific standards established for a particular use.~~Prior to approving a Special Land Use application, the Planning Commission and City Council shall require the following general standards be satisfied for the use at the proposed location. In addition to specific standards for individual Special Land Uses listed in Section 8.11, the Planning Commission and City Council shall require stipulation to ensure that the following are met:~~

1. ~~A.~~ **Compatibility with the Master Plan.** The proposed Special Land Use ~~will~~ shall be consistent with the goals, objectives, and future land use plan described in the Dexter Master Plan.
2. ~~B.~~ **Compliance with Zoning Standards.** The proposed Special Land Use ~~will~~ shall be designed, constructed, operated, and maintained to meet ~~consistent with~~ the stated intent of the zoning district, and shall comply with all applicable ordinance standards.
3. ~~C.~~ **Compatibility with Adjacent Uses.** The proposed Special Land Use ~~will~~ shall be designed, constructed, operated and maintained to be compatible with, and not significantly alter, the existing or intended character of the general vicinity in consideration of environmental impacts, views, aesthetics, noise, vibration, glare, air quality, drainage,

traffic, ~~property values~~ or similar impacts. The proposed use shall be such that the location and height of buildings or structures, and the location, nature and height of walls, fences, and landscaping will not interfere with or discourage the appropriate development and use of adjacent land and buildings or unreasonably affect their value.

4. ~~D.~~ — **Impact on the Overall Environment.** The proposed Special Land Use ~~will~~ shall not ~~significantly~~ unreasonably impact the quality of the natural features and the environment in comparison to the impacts associated with typical permitted uses.

5. ~~E.~~ — **Impact on Public Facilities.** The proposed Special Land Use ~~can~~ shall be served adequately by public facilities and services such as police and fire protection, schools, drainage ~~structures~~ systems, water and sewage facilities, streets, pedestrian or bicycle facilities, and refuse disposal. Such services shall be provided and accommodated without an unreasonable public burden.

6. ~~F.~~ — **Traffic Impact.** The proposed special land use shall be of a nature that will make vehicular and pedestrian traffic no more hazardous than is normal for the district involved, taking into consideration ~~the following:~~ pedestrian access and safety; vehicle trip generation (i.e. volumes); types of traffic, access location, and design, circulation, and parking design; street and bridge capacity; and traffic operations at nearby intersections and access points. Efforts shall be made to ensure that multiple transportation modes are safely and effectively accommodated in an effort to provide alternate modes of access and alleviate vehicular traffic congestion. The applicant shall comply with the City's Complete Street Ordinance.

- ~~1. — vehicular turning movements;~~
- ~~2. — proximity and relationship to intersections;~~
- ~~3. — adequacy of sight distances;~~
- ~~4. — location and access of off-street parking; and,~~
- ~~5. — provisions for pedestrian traffic.~~

~~G. — The proposed use shall be such that the location and height of buildings or structures, and the location, nature and height of walls, fences, and landscaping will not interfere with or discourage the appropriate development and use of adjacent land and buildings or unreasonably affect their value.~~

7. ~~H.~~ — **Public Welfare.** The proposed use shall be designed, located, planned, and operated to protect the public health, safety, and welfare.

8. **Special Use Approval Specific Requirements.** The general standards and requirements of this Section are basic to all uses authorized by Special Land Use Approval. The specific and detailed requirements relating to particular uses and area requirements must also be satisfied for those uses.

B. **Additional Findings.** The Planning Commission and City Council shall also consider the following factors when reviewing a Special Land Use request:

- 1. The nature and character of the activities, processes, materials, equipment, or conditions of operation, either specifically or typically associated with the use.

2. Public safety, specifically police and fire.
3. Vehicular circulation and parking areas.
4. Outdoor activity, storage, and work areas.
5. Hours of operation.
6. Production of traffic, noise, vibration, smoke, fumes, odors, dust, glare, and light.

Section 8.04 CONDITIONS OF APPROVAL

A. **Authority.** The City Council may at its discretion impose additional conditions of approval, which will help ensure the Special Land use meets the standards of this Ordinance provided that the conditions when it is determined that such increases in standards or additional conditions are required to achieve or assure compatibility with adjacent uses and/or structures.;

B. **Scope.** Conditions that are imposed by the City Council shall:

1. Be related to and ensure the review considerations of Section 8.03 and the applicable specific regulations are met. protect the health, safety, and welfare of those affected;
2. Special Land Use approval is applicable to a property, not property owners, so long as use remains in effect under terms set from the Section 8.05. are related to the valid exercise of the police power of the City;
3. The conditions shall remain unchanged unless an amendment to the Special Land Use permit is approved by the City Council, are necessary to meet the intent and purpose of this Ordinance;
4. ~~are related to the standards established in this Ordinance for the land use or activity under consideration and are necessary to ensure compliance with those standards;~~
5. ~~provide adequate protection to existing land uses so the proposed land use will not be detrimental or injuries to the surrounding neighborhood.~~

BC. Approval of a Special Land Use, including conditions made part of the approval, is attached to the property described in the application and not to the owner of such property. A record of conditions imposed shall be made a part of the City Council minutes and maintained by the Zoning Administrator. ~~The conditions shall remain unchanged unless an amendment to the Special Land Use permit is approved by the City Council.~~

D. A violation of a requirement, condition, or safeguard shall be considered a violation of this ordinance and grounds for the City Council to revoke such special land use approval in accordance with Section 8.08.

Section 8.05 ~~VALIDITY OF PERMIT~~ EFFECTIVENESS

- A. Remain in Force. Upon receipt of site plan approval, special land use approval shall continue in force so long as the particular use or activity continues to operate as approved on the approved site, unless otherwise specified in the City Council resolution of approval. ~~The Washtenaw County Building Department may issue a building permit in conformity with the particular Special Land Use so approved, following a certificate of zoning compliance is obtained from the Zoning Administrator. In all cases where a particular Special Land Use has been granted as provided herein, application for a building permit must be made and received by the City no later than one hundred twenty (120) days thereafter, or such approval shall automatically be revoked unless an extension is granted. The City Council may grant an extension of the first approval for good causes shown under such terms and conditions for such a period of time not to exceed six (6) months.~~
- B. Expiration. Any Special Land Use approval granted by the City Council shall expire unless a final site plan effectuating the Special Land Use is submitted within one year of the date of approval. ~~Where actual physical construction of a substantial nature of structures authorized by a Special Land Use permit has not commenced within one (1) year of issuance, and a written application for extension of the approval has not been filed as provided below, the permit shall become null and void and all rights thereunder shall terminate (note: it is the responsibility of the applicant to request such an extension).~~
- C. Extension. Upon written application filed prior to the termination of the one ~~(1)~~ year period as provided above, the City Council may authorize a single extension of the time limit for an further additional one year period ~~of not more than one (1) year~~. Such extension shall be granted ~~only~~ based on evidence from the applicant that the development has a reasonable likelihood of commencing construction during the one ~~(1)~~ year extension period.
- D. Conforming Use Status. Any approved Special Land Use shall be deemed a use permitted in the district in which it is located and is not to be considered a non-conforming use.
- E. Abandonment. ~~If a use regulated as a~~ When a Special Land Use which has not previously received a Special Land Use permit ceases operations for more than one ~~(1)~~ year, the Special Land Use permit shall become null and void, and a new Special Land Use permit shall be required to reopen the use. The time frame shall be extended to two ~~(2)~~ years for a use which was approved as a Special Land Use under this ~~Ordinance amendment (i.e. a Special Land Use Permit is on file)~~ Article.
- F. Resubmittal. No application for a Special Land Use permit which has been denied wholly or in part shall be resubmitted for a period of one ~~(1)~~ year from the date of denial, except on the grounds of new evidence or proof of changed conditions relating to all of the reasons noted for the denial found to be valid by the Planning Commission or City Council. A resubmitted application shall be considered a new application.

Section 8.06 AMENDMENTS, EXPANSIONS, OR CHANGE IN USE

The following provisions apply when there is an amendment or a proposed expansion to approved Special Land Uses or when there is a proposed change from one Special Land Use to another.

- A. **Amendments.** Any person or agency who has been granted a Special Land Use permit shall notify the Zoning Administrator of any proposed amendment to the approved site plan of the Special Land Use permit. The Zoning Administrator shall determine whether the proposed amendment constitutes a minor or major amendment based on the determination standards for an site plans in accordance with Article XXI. A major amendment to a Special Land Use permit shall comply with the application and review procedures contained in this Article. requires new Special Land Use approval. New Special Land Use approval may be required when such amendment is a departure for the operation or use described in the approved application or causes external impacts such as additional traffic, hours of operation, noise, additional outdoor storage, or display.
- B. **Expansions.** The expansion, change in activity, reuse or redevelopment of any use requiring a Special Land Use Permit shall require resubmittal in manner described in this Article. A separate Special Land Use Permit shall be required for each use requiring Special Land Use review on a lot, or for any expansions of a Special Land Use, which has not previously received a Special Land Use Permit.
- C. **Change in Use.** The applicant shall be responsible for informing the Zoning Administrator of any significant change in an approved use, operations, or activities prior to any such change. The Zoning Administrator shall determine if a new Special Land Use approval is required. A significant change shall mean any departure from the operation or use described in the approved application or any change that may cause external impacts such as additional traffic, hours of operation, noise additional outdoor storage, or display.

Section 8.06-07 INSPECTIONS

The Zoning Administrator shall make periodic investigations of developments authorized by Special Land Use permit to determine continued compliance with all requirements imposed by the ~~Planning Commission~~ City Council and this Ordinance. Non-compliance with the requirements and conditions approved for the Special Land Use shall constitute grounds to terminate said approval following a public hearing.

Section 8.07-08 REVOCATION

The revocation of a Special Land Use may occur if its recipient fails to continuously abide by its terms and conditions. The revocation procedure is as follows:

- A. The City Council, through its designated administrators, shall notify the recipient, in writing, of any violations of City codes or provisions of the Special Land Use.
- B. The recipient shall have ~~thirty (30)~~ days to correct any deficiencies to the satisfaction of the City Council.

- C. If after ~~thirty (30)~~ days any deficiencies remain, the City Council may then revoke the Special Land Use, or if the conditions warrant, allow additional time.
- D. A repeat violation may cause immediate revocation of the Special Land Use.

~~Section 8.08 AMENDMENTS TO SPECIAL LAND USE PERMITS~~

~~Any person or agency who has been granted a Special Land Use permit shall notify the Zoning Administrator of any proposed amendment to the approved site plan of the Special Land Use permit. The Zoning Administrator shall determine whether the proposed amendment constitutes a minor or major amendment based on the determination standards for an site plans in accordance with Article XXI. A major amendment to a Special Land Use permit shall comply with the application and review procedures contained in this Article.~~

~~Section 8.09 SPECIAL LAND USES EXPANSIONS~~

~~The expansion, change in activity, reuse or redevelopment of any use requiring a Special Land Use Permit shall require resubmittal in manner described in this Article. A separate Special Land Use Permit shall be required for each use requiring Special Land Use review on a lot, or for any expansions of a Special Land Use, which has not previously received a Special Land Use Permit.~~

~~Section 8.10 RESTRICTIONS ON RESUBMITTAL OF A SPECIAL LAND USE REQUEST~~

~~No application for a Special Land Use permit which has been denied wholly or in part shall be resubmitted for a period of one (1) year from the date of denial, except on the grounds of new evidence or proof of changed conditions relating to all of the reasons noted for the denial found to be valid by the Planning Commission or City Council. A resubmitted application shall be considered a new application.~~

~~Section 8.11 SPECIAL LAND USE SPECIFIC REQUIREMENTS~~

~~The following sections identify specific requirements, which shall be complied with by individual Special Land Uses, as determined by the Planning Commission and City Council, in addition to the general standards of Section 8.03:~~

- ~~A. **Listing:** Special Land Uses with specific site and/or use standards described on the following pages:~~
 - ~~1. Accessory apartment on upper floors of commercial buildings~~
 - ~~2. Accessory apartment in a single family home~~

- ~~3. Accessory use or storage of hazardous materials~~
- ~~4. Accessory commercial outdoor sales or storage (see commercial outdoor sales)~~
- ~~5. Adult regulated uses~~
- ~~6. Arcades and similar devices at public commercial mechanical amusement device centers~~
- ~~7. Automobile service centers (minor repair) and major auto repair establishments~~
- ~~8. Automobile service (gasoline) stations including those accessory to another use~~
- ~~9. Automobile washes, automatic or self-service~~
- ~~10. Banks, credit unions, savings and loan institutions with three or more drive through lanes~~
- ~~11. Bed and breakfast inns~~
- ~~12. Cemeteries~~
- ~~13. Churches~~
- ~~14. Commercial outdoor sales or storage (as permitted or accessory use)~~
- ~~15. Essential public service buildings and structures~~
- ~~16. Essential public service storage yards~~
- ~~17. Funeral Homes~~
- ~~18. General and specialty hospitals~~
- ~~19. Group day care homes~~
- ~~20. Housing for the elderly, retirement Villages, etc.~~
- ~~21. Kennels, commercial~~
- ~~22. Motels, hotels including accessory convention/meeting facilities and restaurants~~
- ~~23. Nursing and convalescent homes~~
- ~~24. Open air business—see commercial outdoor display, sales and storage~~

- ~~25. Outdoor eating areas~~
- ~~26. Radio, television microwave, and cellular phone towers~~
- ~~27. Recreation: Commercial outdoor establishments (excluding golf related uses)~~
- ~~28. Recreation: Indoor commercial recreation (bowling alleys, ice areas, skating rinks, etc.)~~
- ~~29. Recreation: Private, non-commercial institutional or community recreation facilities, and swimming pool clubs.~~
- ~~30. Residential cluster development~~
- ~~31. Restaurants and other establishments with drive-in or drive-thru facilities~~
- ~~32. Veterinary Clinics and hospitals~~

~~B. List of specific requirements by use:~~

~~1. Accessory apartments on upper floors of mixed-use buildings~~

~~Housing above retail uses is encouraged in the City Commercial and Central Business District. These units are designed for singles, younger couples and elderly people without children. A mix of land uses, housing, jobs, and income creates a more balanced commercial district there by reduces traffic and creates better fiscal balance.~~

- ~~a. Accessory apartments shall be entirely within building.~~
- ~~b. A minimum of 300 square feet per unit.~~
- ~~c. Exterior entrances shall be separated from commercial uses. No more than two units can share a common entrance stair from the ground floor.~~
- ~~d. One (1) parking space per unit.~~
- ~~e. Access to upper story apartments shall conform to ADA requirements and County Building codes.~~

~~2. Accessory apartment in a single family home~~

~~These standards are intended to assist in accommodating the needs of the growing number of senior citizens in the City while providing reasonable control in recognition of the high percentage of renter occupied single family homes in the City. The purpose of these standards is also to prevent the undesirable proliferation of permanent two family units which would, over time, disrupt the character of single family neighborhoods.~~

- ~~a. Accessory apartments shall be entirely within the existing structure and shall include no more than twenty five percent (25%) of the total floor area of the home.~~
- ~~b. The exterior of the home shall remain unchanged, so it does not give the appearance of being divided into separate units. The addition of a separate exterior door is prohibited. The applicant shall demonstrate the home may be easily converted back to a one unit single family home when the accessory apartment dweller(s) leave the premises or the house is sold.~~
- ~~c. One (1) space per accessory apartment is required in addition to single dwelling parking requirements. All parking should be accommodated on-site. Spaces for accessory apartment should be located in the rear yard.~~

~~3. Accessory use or storage of hazardous materials~~

~~The applicant shall provide documentation for the following, with appropriate correspondence from the Michigan Department of Natural Resources (MDNR), Michigan State Police, County Sheriff, Fire Marshall, the EPA, local fire department, and other applicable local codes and ordinances:~~

- ~~a. Description of any discharge of any type of wastewater to a storm sewer, drain, lake, stream, wetland, other surface water body or into the groundwater.~~
- ~~b. Description of storage of any salt, oil or other potentially hazardous materials including common name, name of chemical components, location, maximum quantity expected on hand at any time, type of storage containers or base material and anticipated procedure for use and handling.~~
- ~~c. Description of any transportation, on-site treatment, storage or disposal of hazardous waste generated in quantities of 250 gallons or 2200 pounds per month.~~
- ~~d. Description of any secondary containment measures proposed including design, construction materials and specifications, volume and security measures.~~
- ~~e. Name and phone number(s) of person(s) responsible for materials and available 24 hours, in case of detected spill.~~

~~4. Accessory commercial outdoor display, sales or storage -- see commercial outdoor sales~~

~~5. Adult Regulated Uses~~

~~a. Intent: In the development and execution of these zoning regulations, it is recognized there are some uses that, because of their very nature, are recognized as having serious objectionable operational characteristics, particularly when several of them are concentrated under certain circumstances, thereby causing a deleterious effect upon the adjacent areas. The proximity of adult uses to certain uses considered particularly susceptible to the negative impacts or the concentration of adult uses tends to erode the quality of life, adversely affect property values, disrupt business investment, encourage residents and businesses to move or avoid the community, increase crime and contribute a blighting affect on the surrounding area. This subsection describes the uses regulated and the specific standards needed to ensure that the adverse effects of these uses win not contribute to the deterioration of the surrounding neighborhood, to prevent undesirable concentration of these uses and to require sufficient spacing from uses considered most susceptible to negative impacts:~~

~~b. Uses Regulated: The following uses are regulated by this subsection.~~

- ~~(1) Adult Book or Supply Store~~
- ~~(2) Adult Model Studio~~
- ~~(3) Adult Motion Picture Areade~~
- ~~(4) Adult Motion Picture Theater or Adult Live Stage Performing Theater~~
- ~~(5) Adult Outdoor Motion Picture Theater~~
- ~~(6) Adult Physical Cultural Establishment~~
- ~~(7) Cabaret~~
- ~~(8) Massage Parlor except those licensed by the State of Michigan and meeting the criteria outlined in the definitions section (Article II).~~

~~c. Required Spacing The establishment of the types of Adult Regulated Uses listed in "b" above shall meet all of the following space requirements; with the distance between uses measured horizontally between the nearest point of each property line:~~

- ~~(1) at least five hundred (500) feet from any other adult regulated use;~~
- ~~(2) at least five hundred (500) feet from all churches, convents, temples and similar religious institutions;~~
- ~~(3) at least five hundred (500) feet from all public, private or parochial nursery, primary or secondary schools, public parks and hospitals;~~
- ~~(4) at least five hundred (500) feet from any use defined as a "care organization";~~
- ~~(5) at least five hundred (500) feet from any one family or multiple family residential district or use;~~
- ~~(6) at least five hundred (500) feet from any pool or billiard hall, coin-operated amusement center, indoor and outdoor recreation such as miniature golf; dance club catering primarily to teenagers, movie~~

~~theaters, ice or roller skating rinks and similar uses frequented by children and teenagers.~~

~~d. Special Site Design Standards~~

- ~~(1) Maximum size of the building shall be five thousand (5,000) square feet.~~
- ~~(2) The building and site shall be designed, constructed and maintained so material such as a display, decoration or sign depicting, describing, or relating to "specific sexual activities" or "specified anatomical areas" (as defined in this ordinance) cannot be observed by pedestrians, motorists on a public right of way or from an adjacent land use.~~
- ~~(3) Adult regulated uses shall be located within a free standing building. A shared or common wall structure or shopping center are not considered to be a free standing building.~~
- ~~(4) The color of the building materials shall be reviewed by the Planning Commission and approved by the elected body.~~
- ~~(5) A six (6) foot high brick or masonry wall shall be constructed to screen the parking lot. The Planning Commission may permit use of landscaping in place of the wall.~~
- ~~(6) Access shall be from an arterial roadway.~~

~~e. Waivers:~~

~~Upon denial of any application for a regulated use, the applicant may appeal for a waiver of the location provisions above to the Board of Zoning Appeals consistent with the standards set forth below. The Board of Zoning Appeals may waive the location provisions set forth in Section, after all the following findings are made:~~

- ~~(1) Compliance with Regulations: The proposed use will not be contrary to any other provision of these zoning regulations, or injurious to nearby properties;~~
- ~~(2) Not Enlarge District: The proposed use will not enlarge or encourage the development of a "skid row" or "strip";~~
- ~~(3) Consistent with Programs: The establishment of an additional regulated use will not be contrary to, or interfere with, any program of urban renewal or neighborhood development;~~
- ~~(4) Consistent with Law: All applicable City, state or federal laws and regulations will be observed.~~

~~(5) Procedure for Waiver: Prior to granting a waiver of the location restrictions set forth above, and not less than five (5), nor more than fifteen (15) days before the request for waivers is considered or a public hearing held pursuant to this section, the City Council shall publish, in a newspaper of general circulation in the City, one notice indicating that a request for waivers to establish a regulated use has been received, and shall send by mail or personal delivery a copy of that notice to the owners of the property for which waivers are being considered, and to all waivers are being considered, and to all persons to whom any real property is assessed within 500 feet of the boundary of the premises in question, and to the occupants of all structures within 500 feet. If the name of the occupant is not known, the term "occupant" may be used in making notification.~~

~~The notice of application shall further indicate that a public hearing on the proposed regulated use may be requested by a property owner or occupant, no less than eighteen (18) years of age, or a structure located within 300 feet of the boundary of the property being considered for the regulated use. The applicant, City Council, or Board of Zoning Appeals may request a public hearing.~~

~~f. Conditions of Approval: Prior to the granting of approval for the establishment of any regulated use, the Planning Commission may impose any conditions or limitations upon the establishment, location, construction, maintenance, or operation of the regulated use as in its judgment may be necessary for the protection of the public interest. Any evidence, bond, or other performance and guarantee may be required as proof that the conditions stipulated in connection therewith will be fulfilled.~~

~~g. Specific Penalties: No person operating an adult entertainment business shall permit any person under the age of 18 to be on the premises of said business either as an employee or customer.~~

~~**6. Arcades, mechanical amusement devices and similar devices:**~~

~~a. Any part of the lot occupied by such use shall not be located within three hundred (300) feet of any residential district or within five hundred (500) feet of the property line of any public, parochial or other private school offering courses in general education.~~

~~b. Access to the site shall be directly from an arterial street.~~

~~c. All activities, except for off street parking or loading, shall be conducted within completely enclosed buildings constructed in accordance with all other applicable codes and Ordinances.~~

~~7. Automobile service centers (minor repair) and major automotive repair (such as body shops)~~

~~All principal and accessory structures shall be set back a minimum of five hundred (500) feet from a one-family residential district.~~

~~a. If the gas station has auto repair there shall be a minimum lot frontage on a paved road of two hundred (200) feet.~~

~~b. Overhead doors shall not face a public street or residential district. The City Council can modify this requirement upon determining there is no reasonable alternative and the poor visual impact will be diminished through use of landscaping beyond that required in Article VI.~~

~~c. Only one driveway shall be permitted from any street unless the City Council determines additional driveways are necessary and will not increase potential for accidents or congestion.~~

~~d. Where adjoining residential district, a wall six (6) feet in height shall be erected along any common lot line. Such fence or wall shall be continuously maintained in good condition.~~

~~e. All repair work shall be conducted completely within an enclosed building.~~

~~f. There shall be no outdoor storage or display of vehicle components and parts, materials, commodities for sale, supplies or equipment.~~

~~g. Storage of wrecked, partially dismantled, or other derelict vehicles, or overnight parking of any vehicle except a wrecker is prohibited beyond one (1) day.~~

~~h. The applicant shall submit a Pollution Incidence Protection Plan (PIPP). The PIPP shall describe measures to prevent groundwater contamination caused by accidental gasoline spills or leakage, such as: special check valves, drain back catch basins and automatic shut off valves, as approved by the Fire Department and Washtenaw County Drain Commission.~~

~~8. Automobile service (gasoline) stations (including those accessory to another use)~~

~~a. The minimum lot area for gasoline service stations shall be fifteen thousand (15,000) square feet for stations having no more than two (2) service bays and no more than two (2) pump islands. There shall be added three thousand (3,000) square feet for additional service bay and fifteen hundred (1,500) square feet for each additional pump island. At least one (1) street lot line shall be at least one hundred fifty (150) feet in length along one (1) major~~

~~thoroughfare. The lot shall be so shaped and the station so arranged as to provide ample space for vehicles which are required to wait.~~

- ~~b. Pump islands shall be a minimum of forty (40) feet from any public right-of-way or lot line. Tanks, propane, and petroleum products shall be set back at least fifteen (15) feet from any lot line.~~
- ~~c. Overhead canopies shall be setback at least twenty (20) feet from the right-of-way with materials consistent with the principal building. The proposed clearance of any canopy shall be noted on the site plan.~~
- ~~d. Access driveways shall have access on a arterial street. Only one driveway shall be permitted from any street unless the City Council determines additional driveways are necessary and will not increase accident or congestion potential.~~
- ~~e. Where adjoining residential district, a or wall six (6) feet in height shall be erected along any common lot line.~~
- ~~f. All repair work shall be conducted completely within an enclosed building.~~
- ~~g. There shall be no outdoor storage or display of vehicle components and parts, supplies or equipment, except within an area defined on the site plan approved by the City Council and which extends no more than ten (10) feet beyond the building.~~
- ~~h. Storage of wrecked, partially dismantled, or other derelict vehicles is prohibited.~~
- ~~i. The applicant shall submit a Pollution Incidence Protection Plan (PIPP). The PIPP shall describe measures to prevent groundwater contamination caused by accidental gasoline spills or leakage, such as: special check valves, drain back catch basins and automatic shut off valves and approved by the Washtenaw County Drain Commission.~~
- ~~j. In the event that an automobile service station use has been abandoned or terminated for a period of more than one (1) year, all underground gasoline storage tanks shall be removed from the premises, as per state requirements.~~

~~**9. Automobile washes, automatic or self-service**~~

- ~~a. Only one (1) ingress/egress driveway shall be permitted on any single street.~~
- ~~b. Where adjoining a residential district, a solid fence or wall six (6) feet in height shall be erected along any common lot line. Such fence or wall shall be continuously maintained in good condition.~~

- ~~c. All washing facilities shall be within a enclosed building.~~
- ~~d. Vacuuming and drying may be located outside the building, but shall not be in the required front yard and shall be set back at least fifty (50) feet from any residential district.~~
- ~~e. All cars required to wait for access to the facilities shall be provided stacking spaces fully off the street right of way which does not conflict with vehicle maneuvering areas to access gasoline pumps or vacuums, and as required in Article V, Parking Standards.~~
- ~~f. Truck wash must be at least one hundred (100) feet from all property lines and entirely screened using landscaping from residential~~

~~**10. Banks, credit unions, savings and loan institutions with drive-through facilities with three (3) or more drive-through lanes**~~

- ~~a. Only one (1) ingress/egress driveway or one (1) pair of one way driveways or one stand-alone ready teller structure, shall be permitted along any street.~~
- ~~b. Exit and required stacking lanes shall not face directly at a one family residence zoned for residential use unless the alignment is designed or landscaped to prevent headlight glare.~~

~~**11. Bed and breakfast inns**~~

- ~~a. Two off street parking spaces shall be provided for the residential occupants. One additional parking space shall be provided for each bed and breakfast bedroom established; screening and buffering may be required pursuant to Article VI, Landscaping Standards. Parking requirements may be reduced if the Planning Commission finds that reducing off street parking will not detract from the residential character of the neighborhood, and other parking is available in the immediate area. All parking must conform to standards in Article V, Parking and Loading.~~
- ~~b. No bed and breakfast inn shall be located closer than three hundred (300) feet to another bed and breakfast inn.~~
- ~~c. Meals or other services provided on the premises shall only be available to residents, employees and overnight guests of the inn.~~
- ~~d. The dwelling unit in which the bed and breakfast establishment is located shall be the principal residence of the operator, and said operator shall live on the premises while the establishment is active.~~
- ~~e. There shall be a maximum of six (6) rooms for lodging.~~

- ~~f. Landscaping pursuant to Article VI shall be used to screen adjacent residences from parking areas or any outdoor eating area.~~
- ~~g. A sketch plan showing the floor plan shall be submitted for approval.~~
- ~~h. Maximum sign size shall be five (5) square feet with a maximum height of six (6) feet. Sign materials are to be compatible with the architecture of the building. Signs must meet setback standards for the district in which they are located. Internal illumination is prohibited.~~
- ~~i. No exterior alterations to the structure shall be made which would change the residential appearance of the structure.~~
- ~~j. The applicant is responsible for determining the effect, if any, of the bed and breakfast use upon any subdivision restrictions, deed covenants, etc., that may encumber the property.~~
- ~~k. The applicant shall comply with any fire and life safety requirements imposed by the Washtenaw County Building Department according to the Building or Fire Code.~~

~~12. Cemeteries~~

- ~~a. Minimum property size shall be twenty (20) acres.~~
- ~~b. All grave sites, buildings and structures shall be setback at least twenty-five (25) feet from all property lines.~~
- ~~c. The City Council shall determine that the cemetery will have a memorial park setting.~~

~~13. Churches, temples and similar places of worship~~

- ~~a. Minimum lot area shall be three (3) acres plus an additional fifteen thousand (15,000) square feet for each one hundred (100) persons of occupant load as determined by County Building Code.~~
- ~~b. Buildings of greater than the maximum height permitted in Article XX Schedule of Regulations may be allowed provided the front, side and rear yard setbacks are increased above the minimum required by one (1) foot for each foot of building height that exceeds the maximum permitted.~~
- ~~c. All vehicular access to the site shall be onto a Arterial or Collector street, as classified in the Master Plan. The Planning Commission may allow secondary access onto local (residential) streets if the uses fronting the street which would be most impacted by traffic flow are predominantly non-single family homes.~~

~~d. Wherever an off street parking area is adjacent to a residential district, a continuous obscuring wall, fence and/or landscaped area at least five (5) feet in height shall be provided. The City Council may reduce this buffer based on the standards of Section VI.~~

~~**14. Commercial Outdoor Sales or Storage and Open Air Businesses** (as a permitted or accessory use, including sales or storage of: building/lumber supply, contractors yards, flea markets, auctions, garden/landscape supplies, nurseries, greenhouses, stone, farm implement, automobiles, trucks, recreational vehicles, mobile homes, boats, jet skis, mowing equipment, construction equipment and similar materials or equipment):~~

~~a. Any stockpiles of soils, fertilizer or similar loosely packaged materials shall be sufficiently covered or contained to prevent dust or blowing of materials.~~

~~b. All outdoor storage areas shall be paved and include a stormwater drainage system.~~

~~c. No outdoor storage shall be permitted in the front yard or in any required side yard or required rear yard of buildings for the district in which the commercial outdoor display, sales or storage use is located.~~

~~d. The site shall include a building of at least five hundred (500) feet of gross floor area for office use in conjunction with the approved use.~~

~~e. The display and storage area shall be paved with a permanent, durable and dustless surface and shall be graded and drained to dispose stormwater without negatively impact adjacent property.~~

~~f. All loading and truck maneuvering shall be accommodated on site.~~

~~g. All outdoor storage areas adjacent to a residential district shall provide a wall or buffer strip as described in Article VI.~~

~~**15. Essential Public Service Buildings and Structures**~~

~~a. Operating requirements necessitate that the facility be located at the subject site to serve the immediate vicinity.~~

~~b. Electric or gas regulator equipment and apparatus shall be setback a minimum of thirty (30) feet from all lot lines or equal to district setbacks, whichever is greater. They can not be located in the district front yard setback.~~

~~c. Essential Public Service Storage Yards shall be screened from any adjacent residential district by a buffer strip (See Section 6.05).~~

~~d. The buildings or structures shall be architecturally compatible with the surrounding buildings and shall be of masonry construction.~~

~~**16. Essential Public Service Storage Yards**~~

~~a. Requirements of item 15 above.~~

~~b. The minimum lot size shall be three (3) acres.~~

~~c. A chain link fence six (6) feet in height shall be constructed on the boundary property lines.~~

~~**17. Funeral Home**~~

~~a. Adequate assembly area is provided off street for vehicles to be used in a funeral procession, provided further that such assembly area shall be provided in addition to any required off street parking area. A residence may be provided within the main building of mortuary establishments.~~

~~**18. General and Specialty Hospitals**~~

~~a. All such hospitals shall be developed only on sites consisting of at least ten (10) acres in area.~~

~~b. The minimum distance of any main or accessory building from bounding lot lines or streets shall be at least one hundred (100) feet for front, rear and side yards for all two (2) story structures. For every story above two (2), the minimum yard distance shall be increased by at least twenty (20) feet.~~

~~**19. Group Day Care Homes**~~

~~a. The minimum lot area required for a group day care home shall be the same as the minimum lot area required for the zoning district in which the use would be located.~~

~~b. An on-site drive shall be provided for drop off/loading. This drive shall be arranged to allow maneuvers without affecting traffic flow on the public street.~~

~~c. A minimum of outdoor play area of two thousand (2,000) square feet shall be provided. The outdoor play area shall be fenced and screened with landscaping on the exterior side of the fence. The outdoor play area shall not be located within a primary front yard.~~

~~20. Housing for the Elderly~~

- ~~a. All sites should be conveniently located within adequate distance of food stores, shopping centers, restaurants, drug stores and public transportation, as determined by the Planning Commission.~~
- ~~b. All dwelling units shall consist of at least three hundred fifty (350) square feet per unit (not including kitchen and sanitary facilities.)~~
- ~~c. Total area coverage of all buildings (including dwelling units and related service buildings) shall not exceed twenty five (25) percent of total site, exclusive of any dedicated public right of way.~~
- ~~d. Passive recreation area(s) shall be provided at the rate of twenty five (25) square feet per one hundred (100) square feet of living area.~~
- ~~e. The minimum lot size shall be not less than three (3) acres.~~
- ~~f. All units shall have at least one (1) living room and one (1) bedroom, except that not more than ten (10) percent of the units may be of an efficiency type apartment.~~
- ~~g. The gross density of the dwelling units shall not exceed twenty (20) units per acre, exclusive of any dedicated public right of way of either interior or bounding roads.~~
- ~~h. Except as provided herein, all buildings and sites shall be in compliance with Article XX Schedule of Regulations.~~
- ~~i. No housing for the elderly shall be converted to any other use without complying with the provisions of the Zoning Ordinance in effect.~~
- ~~j. The City Council may add any conditions it deems appropriate to ensure the compatibility of the development with the surrounding area.~~
- ~~k. All buildings permitted hereunder shall not exceed thirty five (35) feet in height.~~

~~21. Kennels, Commercial~~

- ~~a. For kennels housing dogs, the minimum lot size shall be ten (10) acres.~~
- ~~b. Building wherein dogs are kept, dog runs, and/or exercise areas shall not be located nearer than one hundred (100) feet to property lines and shall not be located in any required front, rear or side yard setback area.~~

- ~~c. Such facilities shall be subject to other conditions and requirements necessary to prevent possible nuisances (i.e., fencing, sound proofing, sanitary requirements).~~
- ~~d. An operations/management plan shall be submitted to the City.~~

~~**22. Motels Hotels, including accessory convention/meeting facilities and restaurants.**~~

- ~~a. Access shall be provided so as not to conflict with the adjacent business uses or adversely affect traffic flow on a major thoroughfare.~~
- ~~b. Each unit shall contain not less than two hundred fifty (250) square feet of floor area.~~
- ~~c. No guest shall establish permanent residence at a motel for more than thirty (30) days within any calendar year.~~

~~**23. Nursing and Convalescent Homes**~~

- ~~a. There shall be provided on the site, not less than fifteen hundred (1,500) square feet of open space for each bed in the home. The fifteen hundred (1,500) square feet of land area shall provide for landscape setting, off street parking, service drives, loading space, yard requirement and accessory uses, but shall not include the area covered by main or accessory buildings.~~
- ~~b. Principal buildings shall not be closer than forty (40) feet to any property line.~~

~~**24. Open Air Businesses – see commercial outdoor display, sales and storage**~~

~~**25. Outdoor eating areas**
(Effective 1-12-05)~~

~~Restaurants shall be permitted to operate outdoor eating areas that are physically adjacent, and accessory to the principal restaurant use. Including areas within the public right of way and in courtyards, provided that pedestrian circulation and access to store entrances shall not be impaired.~~

~~Outdoor Seating shall be permitted to provide a unique environment for relaxation, food and beverage consumption, and the need to encourage additional pedestrian traffic and activity.~~

- ~~a. To allow for pedestrian circulation, a minimum of five feet of clear sidewalk along the street frontage, and leading to the entrance to the establishment shall be maintained free of any encumbrances. A minimum~~

~~of ten feet of sidewalk width must be provided to accommodate outdoor seating, if outdoor seating is placed on the public sidewalk.~~

- ~~b. When outdoor seating is located at a street corner, a ten-foot setback from the corner of the building shall be maintained along both frontages.~~
- ~~c. Planters, posts with ropes, or other removable enclosures are encouraged and shall be used as a way of defining the area occupied by the outdoor eating area. If liquor is served a removable enclosure is required.~~
- ~~d. Extended awnings, canopies, or large umbrellas shall be permitted and located to provide shade. Colors shall complement building colors.~~
- ~~e. Tables, chairs, planters, trash receptacles, and other elements of street furniture shall be compatible with the architectural character of the building where the establishment is located. Photographs, drawings or manufacturers brochures fully describing the appearance of all proposed tables, chairs, umbrellas, awnings, canopies, or other fixtures related to the outdoor seating area shall be included with the application.~~
- ~~f. Outdoor eating areas shall not be entitled to additional signage, over and beyond what is permitted for this type of establishment.~~
 - ~~g. The operators of the establishment shall be responsible for keeping the outdoor eating area and the immediately adjacent area, clean and void of litter at all times.~~
- ~~h. The City may restrict the hours of operation for outdoor seating areas immediately abutting residential districts. Applicants may on a case by case basis request that outdoor seating be able to remain outdoors (overnight).~~
- ~~i. Outdoor seating furniture and elements such as umbrellas and awnings, associated with outdoor seating furniture, must be of substantial weight so that at no time will the outdoor seating furniture present an obstruction or risk to public safety. Proposed outdoor seating materials should be reviewed and considered on a case by case basis. If the outdoor seating furniture and elements associated with outdoor seating furniture is temporary in nature it is the responsibility of the proprietor to remove the outdoor seating furniture during inclement weather. All umbrellas should be closed and removed each evening. The City of Dexter accepts no liability for any injury/damage caused by outdoor seating furniture. Applicants for outdoor seating will also be required to sign and submit the City's Hold Harmless Agreement.~~
- ~~j. Each permit application for a sidewalk café or outdoor seating shall be accompanied by a policy or certificate of insurance, in an amount~~

~~acceptable to the City, including workers compensation, naming the City as an additionally insured. Establishments serving alcohol shall also provide a liquor liability policy or certificate of insurance naming the City as an additionally insured.~~

~~k. The permittee shall be responsible for repair of any damage to the sidewalk caused by the outdoor seating furniture.~~

~~l. All outdoor seating furniture is to be maintained in a manner that is compatible with the buildings site elements, i.e. signs, awnings and walls. No broken, peeling, rusting or other aesthetic elements should be left outdoors for continued use.~~

~~m. Each permit shall be effective for one year from October 1 until September 30 and must be renewed annually through administrative review. The annual permit fee for establishing and maintaining outdoor seating shall be established by City Council resolution.~~

~~n. The City of Dexter reserves the right to deny, revoke or suspend an outdoor seating permit if the permittee has failed to correct violations of the outdoor seating permit within the time specified on the violation notice. If the City denies, revokes, or suspends the permit the City will notify the permittee in writing. The decision to deny, revoke, or suspend a permit may be appealed to the City Council. Variances from the outdoor seating standards must be appealed before the Zoning Board of Appeals.~~

~~26. Radio, Television, Microwave, and Cellular Phone Towers~~

~~a. Height: Towers for radio, television, cellular phones and other transmitting and relay antenna towers shall be located so any setback equals the setback from any residential district. The setback from all other districts shall be at least one half (1/2) the height of the tower, provided the applicant provides engineering information the tower is self collapsing. The setback area shall remain clear of any building or structure except an accessory utility building.~~

~~b. Lighting: the City Council shall approve any lighting on the tower.~~

~~c. No signs or logo shall be permitted on the tower.~~

~~d. The City Council may require a security fence to prevent access to the tower.~~

~~27. Recreation: Commercial Outdoor Recreation Establishments (excluding golf related uses)~~

~~a. Such uses shall include, but are not limited to, the following: recreational fields, rinks or courts, including football, softball, soccer, tennis, basketball, ice skating, and similar activities, swimming pools open to the general public~~

~~or operated by a private non-profit organization, archery and shooting ranges, commercial riding stables, animal racing, go-cart, automobile or motorcycle tracks, music concert pavilions and bandshells, amusement parks and uses accessory to the above uses, such as refreshment stands, retail shops selling items related to the above uses, maintenance buildings, office for management functions, spectator seating and service areas, including locker rooms and rest rooms.~~

- ~~b. The site shall be adequate to accommodate the intended use(s), parking and adequate buffer areas without significant impact on nearby properties in terms of noise, traffic, lighting glare, views, odors, trespassing, dust or blowing debris, as determined by the City Council. The applicant shall provide documentation that the site area is adequate using national facility standards.~~
- ~~c. The site shall be located on a paved street which is classified as a Arterial in the City Master Plan.~~
- ~~d. No building or spectator seating facility shall be located within one hundred (100) feet of a property line.~~
- ~~e. The site shall be periodically cleared of debris.~~

~~**28. Recreation: Indoor commercial recreation such as bowling alleys, indoor golf, ice arenas, skating rinks, etc.)**~~

- ~~a. The principal and accessory buildings and structures shall not be located within one hundred (100) feet of any residential district or permitted use.~~
- ~~b. All uses shall be conducted completely within a fully enclosed building.~~
- ~~c. The buildings shall be sound proofed.~~

~~**29. Recreation: Private, non-commercial institutional or community recreation facilities, and swimming pool clubs.**~~

- ~~a. The proposed site shall have at least one (1) property line abutting a Arterial roadway as classified in the City Master Plan, and the site shall be so planned as to provide all ingress and egress directly onto or from said road.~~
- ~~b. Front, side and rear yards shall be at least eighty (80) feet wide, and shall be landscaped in trees, shrubs, and grass. All such landscaping shall be maintained in a healthy condition. There shall be no parking or structures permitted in these yards, except required entrance drives and those walls used to obscure the use from abutting residential districts.~~

- ~~c. Off street parking shall be provided so as to accommodate not less than one third (1/3) of the member families and/or individual members. The City Council may modify the off street parking requirements in those instances wherein it is determined that the users will be pedestrian and originate from the immediately adjacent areas. Prior to the issuance of a building permit or zoning compliance permit, by laws of the organization shall be provided in order to establish the membership involved for computing the off street parking requirements. In those cases wherein the proposed use or organization does not have by laws or formal membership, the off street parking requirements shall be determined by the City Council on the basis of usage.~~

~~30. Residential Cluster Development~~

- ~~a. Purpose The cluster development provision has the following purposes;~~

- ~~1) to permit flexibility in the layout of subdivisions;~~
- ~~2) to permit variety in the size and shape of residential lots;~~
- ~~3) to permit flexibility in the location of residential buildings and grouping of same;~~
- ~~4) to encourage creative approaches in traditional design and development of the residential area; and interconnect with the City pattern of development and road system.~~
- ~~5) to permit economy of the required improvements;~~
- ~~6) to preserve significant natural features such as wooded areas, streams, marshes, ponds, and similar amenities by permitting concentration of building lots and improvements in more readily developable portions of the parcel of land; and~~
- ~~7) to permit provision of open space for the use of residents of the subdivision or to the City at large, and to concentrate such open spaces in locations of such size and shape as to be accessible, usable, and maintainable.~~

~~This provision is designed to be a designation applied to a parcel of land within an R-1A and R-1B District; it is not designed as a separate zoning district. The cluster development designation is offered as an alternative to conventional subdivision design under standard zoning district regulations.~~

- ~~b. General Regulations Cluster development is permitted in the R-1A and R-1B Districts, subject to all of the regulations of each district in which located, except as specifically modified in this Section.~~
- ~~c. Minimum Area The minimum parcel area for a cluster development shall be twenty (20) acres.~~
- ~~d. Permitted Uses Permitted, accessory, and conditional uses as listed herein in the R-1A and R-1B Districts are permitted in a cluster subdivision in each zoning district.~~
- ~~e. Density of Development The minimum lot area in each of the residential districts may be reduced as permitted in this Section. However, the number of dwelling units in the cluster subdivision shall be no greater than the number permitted if the parcel were to be subdivided in the minimum lot areas as set forth in the zoning district involved. The permitted number of dwelling units shall be calculated on the basis of the following dwelling unit densities:
 - ~~R-1A 3.63 dwelling units per acre of total lot area;~~
 - ~~R-1B 5.58 dwelling units per acre of total lot area;~~~~
- ~~The land area used in the calculation shall include public and private road right-of-ways, existing and proposed, that are located within the proposed subdivision, but shall not include any existing right-of-way of any boundary roads of the subdivision. Only twenty five percent (25%) of the acreage comprised of open water, land within the 100 year floodplain elevation, and/or wetlands protected by the Goemaere Anderson Wetland Protection Act, PA 203 of 1979, shall be calculated toward the total site acreage.~~
- ~~f. Area, Placement, and Height Regulations The regulations for the R-1A and R-1B Districts may be modified as follows, for single family dwellings and their accessory structures only:
 - ~~1) minimum lot area 8,775 square feet in R-1A, in and 5,850 square feet in R-1B Districts;~~
 - ~~2) minimum lot width 50 feet at the existing or proposed street line;~~
 - ~~3) maximum ground floor coverage none;~~
 - ~~4) maximum floor area ratio none;~~
 - ~~5) minimum yards: front yard, or frontage on any street 25 feet; side yards none, except, however, that adjacent dwelling structures shall~~~~

~~be a minimum of ten (10) feet apart unless structurally attached; rear yard—fifteen (15) feet.~~

~~g. Common Open Spaces and Facilities—For each square foot of excess land area resulting from the lot reductions provided in item f preceding, the subdivision shall provide an equal amount of land dedicated to the common use of the owners in the subdivision or to the public. The manner of dedication shall be approved by the City Council. The lands so dedicated shall be permanently retained as open space for parks, recreation and/or related uses.~~

~~Parks and/or recreation areas shall have a minimum area of four (4) acres and a minimum dimension of one hundred (100) feet. The location, size, suitability for the intended uses, and shape of the dedicated area shall be subject to approval by the City Council. Such land areas shall not include, as a part of the minimum acreage, bodies of water, swamps, or areas of excessive grades which make the land unusable for recreation; however, the area may be in a flood plain.~~

~~The land areas shall be graded and developed so as to have natural drainage, if such drainage does not exist in the unimproved condition. If the open space area is to consist of two or more parcels at least one (1) parcel shall have the minimum area of four (4) acres. The minimum dimension shall in all cases be one hundred (100) feet; and the location size and shape of any parcel shall be subject to approval by the City Council. A parcel divided by a drainage course, stream, or river shall be considered as one (1) parcel. Access shall be provided to areas dedicated for the common use of lot owners of the subdivision for those lots not bordering on such dedicated areas by means of streets or pedestrian walkways. Areas dedicated to the public shall have at least one (1) access point by a public street for each separate open space parcel. The City Council shall have the discretion to require additional vehicular and/or pedestrian access points.~~

~~The developer or subdivider shall dedicate all land areas to be used as common spaces in the subdivision as provided herein at the time of filing for final plat approval for the first phase of the subdivision. Common open space shall have a legal description therefor, which shall include an accurate statement of land areas, all of which shall be certified by a registered land surveyor.~~

~~h. Sewer and Water Services—All lots in a cluster subdivision shall be served by a public water and sanitary sewer facilities.~~

~~i. Procedures without Zoning Amendment—The applicant for approval of a preliminary plat shall, at the same time, apply for a Cluster Development designation (hereafter referred to as CD designation) if such designation is desired. The application shall consist of a completed form, fees, and all~~

~~information required for review of a preliminary plat submitted for tentative approval. The Planning Commission shall review the preliminary plat as set forth in the Subdivision Ordinance and shall include its analysis and recommendations concerning the CD designation in its report to the City Council on the preliminary plat. If the City Council approves the CD designation, It shall indicate same in its tentative approval of the preliminary plat. The City Clerk shall record, and the City President shall attest, the CD designation of the Official Zoning Map within three (3) days of the date of final approval of the final plat by the City Council. The recording on the Official Zoning Map shall consist of the CD notation, date of action, and an accurate outlining of the property included in the designation.~~

~~j. Procedures with Zoning Amendment — If the property included in the CD designation request must also be rezoned to one of the applicable residential districts, the petition to change the zoning district classification shall accompany the application for tentative approval of the preliminary plat. The application shall in this case include a waiver, signed by the applicant, that the ninety (90) day limit on review of a preliminary plat for tentative approval may be extended to accommodate the time required to process the zoning amendment. The City shall not give tentative approval to the preliminary plat unit after it has approved the zoning amendment. With this exception the procedures set forth in Item i, preceding, shall apply.~~

~~k. Calculations — All calculations and other information needed to review conformance of the plat with the zoning ordinance regulations shall be provided on the preliminary plat.~~

~~l. Authority — The City Council shall have the authority to approve or deny a request for a CD designation. The Council shall also have the authority to require changes in the size and shape of lots; in lot and street layout; location, size and shape of open area; and in other features of the design and character of a CD subdivision as proposed in a preliminary plat. This authority may be exercised by the Council when it determines that the proposed CD subdivision does not meet the intent of this Section or does not otherwise result in good site and subdivision planning.~~

~~m. Improvements — Improvements, or security in lieu thereof, shall be provided as required in the Subdivision Ordinance. Improvements of open space areas to be dedicated to the City, or security in lieu thereof, shall be provided by the developer prior to approval of the final plat by the City Council for the first stage of the subdivision. Agreement as to the required improvements for such open space areas shall be made by the developer and City Council prior to the Council's tentative approval of the preliminary plat. Requirements for improvements may be modified as set forth in the Subdivision Ordinance.~~

~~**31. Restaurants and other establishments with drive-in or drive-through facilities**~~

- ~~a. Principal and accessory buildings shall be setback at least seventy five (75) feet from any adjacent public right of way line or property line. Location shall be along a Arterial, as classified in the City Master Plan.~~
- ~~b. Only one (1) access shall be provided onto a Arterial. Access points shall be located at least sixty (60) feet from the intersection of any two streets.~~
- ~~c. Such restaurants constructed adjacent to other commercial developments shall have a direct vehicular access connection where possible.~~
- ~~d. A six (6) foot high wall which creates a completely obscuring effect shall be provided when abutting or adjacent districts are zoned residential.~~

~~32. Veterinary Clinics and Hospitals (Small Animal Clinic, Large Animal Clinic, Small Animal Hospital, and Veterinary Hospital)~~

~~The following regulations apply to all animal clinics and hospitals:~~

- ~~a. The use shall be operated by a licensed or registered veterinarian.~~
- ~~b. Any indoor boarding shall be limited to that incidental to treatment or surgery.~~
- ~~c. Any veterinary clinic building or structure which is used for the treatment or holding of animals which is adjacent to a residential district shall have the following construction features:
 - ~~1) walls are soundproofed to all a maximum transmission of 65 dB measured at any point on the outside of the exterior wall,~~
 - ~~2) doors must be solid core,~~
 - ~~3) ventilation must be forced air designed in such a fashion as to reduce odiferous effects on residential neighbors.~~~~
- ~~d. A caretakers quarters may be permitted.~~
- ~~e. Adequate on-site parking shall be required.~~
- ~~f. A minimum of 1000 square feet of green space (grass area) in the rear and/or side yard shall be required.~~

~~The following regulations apply to all small animal clinics in addition to items 35 a-f:~~

~~g. A principal use activities shall be conducted within a totally enclosed principal building; no outdoor pet enclosures or runs are permitted.~~

~~h. Outdoor exercising is allowed when the pet is accompanied by a employee provided no animals shall be permitted outside of the buildings between 8:00 p.m. and 7:00 a.m.~~

~~The following regulations apply to all large animal clinics in addition to items 35 a-f:~~

~~i. The principal and all accessory buildings or structures used for the treatment or holding of animals shall be setback at least two hundred (200) feet from abutting residential districts, churches or restaurants on the same side of the street; fifty (50) feet from the front property line and fifty (50) feet from all other property lines.~~

~~j. A principal use activities shall be conducted within a totally enclosed principal building; no outdoor pet enclosures or runs are permitted.~~

~~k. Outdoor exercising is allowed when the pet is accompanied by a employee provided no animals shall be permitted outside of the buildings between 8:00 p.m. and 7:00 a.m.~~

~~The following regulations apply to all Veterinary Hospitals and Small Animal Hospitals in addition to items 35 a-f:~~

~~l. The principal and all accessory buildings or structures used for the treatment or holding of animals shall be setback at least two hundred (200) feet from abutting residential districts, churches or restaurants on the same side of the street; fifty (50) feet from the front property line and fifty (50) feet from all other property lines.~~

~~m. Minimum 1 acre lot~~

~~n. No dogs are permitted in outside boarding area between 8 p.m. and 7 a.m.~~

~~_____~~
~~_____~~

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MEMORANDUM

TO: City of Dexter Planning Commission
Michelle Aniol, Community Development Manager

FROM: Douglas J. Lewan, City Planner
Laura K. Kreps, City Planner

DATE: February 29, 2016

RE: Site Plan Provisions

Attached to this communication are the revised site plan provisions for your review. Mainly, this Article has been reorganized for ease of use. However, modifications include:

- Revision of the Intent.
- Outlining buildings, structures, and uses that require site plan review (eliminating items that do not require site plan review).
- Data required for preliminary and final site plan review has been formatted into a table.
- Site plan review criteria specific to underground storage tanks and secondary containment, etc. (9 provisions in all) have been eliminated. These items generally will not apply, and are covered under new provision J.

Suggested modifications outlined in the City Attorney's review have also been provided in the attached draft.

We look forward to reviewing these provisions with you at an upcoming Planning Commission work session or meeting. Please feel free to contact us with any questions or comments.

Sincerely,

CARLISLE/WORTMAN ASSOCIATES, INC.

CARLISLE/WORTMAN ASSOC., INC.
Douglas J. Lewan, PCP, AICP
Principal

CARLISLE/WORTMAN ASSOC., INC.
Laura K. Kreps, AICP
Associate

Cc: File

Article XXI

SITE PLAN REVIEW ~~AND APPROVAL~~

Section 21.01 INTENT

The intent of this ~~article~~ Article is to ~~establish the procedures and~~ provide consistent standards and methods for review and approval of site plans to ensure full compliance with the regulations in this Ordinance, ~~and other applicable ordinances,~~ and state and federal regulations, ~~of development proposals. Site plan review standards are intended to encourage consultation and cooperation between the applicant and the City to balance the property owners right to a reasonable rate of return on investment with the City's overall land use goals, the desire to minimize adverse impacts on the investments of surrounding landowners, and further ensure proper relationships between the development features as they relate to: traffic safety, service roads, driveways, parking areas, accessory buildings and uses, and open spaces. Therefore, these site plan review standards insure a thorough evaluation of a development in relation to the goals of the City of Dexter Master Plan and the potential impacts on the environment, drainage, utilities, traffic, aesthetics, property values and other public health, safety and welfare issues.~~ Further, the intent is to encourage a harmonious relationship of buildings and uses both within a site and in relation to adjacent uses, achieve efficient use of the land, encourage innovative design solutions, protect natural resources, ensure safety for both internal and external vehicular and pedestrian users, achieve innovative storm water management solutions, and prevent adverse impact on adjoining or nearby properties. It is the intent of these provisions to encourage cooperation and consultation between the City and the applicant to facilitate development in accordance with the City's land use objectives.

This ~~section~~ Article also ~~contains special provisions to evaluate impacts of particular uses and to allow~~ administrative approval in certain cases where there is a change in use, a minor change to an existing site, or a minor change determined necessary in the field during construction.

Section 21.02 BUILDINGS, STRUCTURES, AND USES REQUIRING SITE PLAN REVIEW

~~Site Plan Review and approval is required for all proposed uses and structures within the City except for single family dwellings and accessory structures.~~

1. Site Plan Review Requirement. ~~Site Plan Review and approval is required for existing uses or structures, except single family detached dwellings on individual lots, where an alteration to the existing use or structure would result in any of the following conditions:~~ The following buildings, structures, and uses require site plan review:

- A. ~~an increase or reduction of the floor area of a structure or land area occupied by the use.~~ All proposed or permitted uses and related buildings, except single- and two-family dwellings located on individual lots and their associated accessory structures;
- B. ~~a change of use, even if the change of use is permitted in the subject Zoning District.~~ All proposed special land uses and related buildings;
- C. ~~a requirement of a variance from the provisions of this Ordinance, regardless of its size.~~ Any alteration, addition, or expansion of an existing permitted or special use and/or related building;
- D. ~~the construction, expansion, or contraction of an off-street parking lot; or the resurfacing of an off-street parking lot when construction includes resurfacing, drainage alterations, or the addition or replacement of the base or sub-grade.~~
- ED. ~~Any other change in use or development that could affect compliance with the standards set forth in this Ordinance.~~ Any parking lot or addition thereto.
- ~~2. Site Plan Not Required. Submission of a site plan shall not be required in the following circumstances.~~
- A. ~~Single and two-family residential dwelling units on individual lots and related accessory buildings.~~
- B. ~~Residential and agricultural accessory buildings.~~
- C. ~~Nonresidential accessory buildings less than 700 square feet in area.~~
- D. ~~Any change from one conforming use to another conforming use which does not require off-street parking in addition to that already provided. (Any change from a nonconforming use to a conforming use requires site plan review and approval, whether sufficient parking exists or not.)~~
- E. ~~Any building additions, exterior remodeling or exterior alteration which does not increase the existing area of the building by more than ten (10) percent and does not require off-street parking in addition to that already provided. This does not eliminate the requirement for architectural review of the plans by the Site Plan Review Committee.~~
- F. ~~Payments in Lieu of Parking in the Village Commercial District: The payment for parking space credits listed under Section 5.09 in lieu of providing off-street parking spaces shall not effect the requirement for site plan review and approval of additional off-street parking spaces if needed.~~

Some site plans may be eligible for administrative review and approval pursuant to Section 21.0607.

- ~~2. The Zoning Administrator shall not issue a certificate of zoning compliance or a building permit for construction of, addition to, any one of the above listed buildings or structures until a final site plan therefore has been approved and is in effect. Unless exempted from site plan review as set forth above, no person shall commence, change, or expand the use of a property or structure, nor shall the Zoning Administrator issue a certificate of occupancy for such use, until a final site plan has been approved and is in effect.~~
- ~~A. No grading, removal of trees or other vegetation, land filling, or construction of improvements shall commence for any development for which site plan approval is required until a final site plan is approved and is in effect, except as otherwise provided in this Article.~~

Section 21.03 PRE-APPLICATION MEETING

- ~~A. An applicant may request a pre-application meeting with the City Zoning Administrator, City Planner, and City Engineer. During the pre-application meeting, a generalized site plan may be presented by the prospective applicant for consideration of the overall idea of the development. Basic questions of use, density, integration with existing development in the area, and impacts on and the availability of public infrastructure shall be discussed. City officials, including a member of the City Council and/or a member of the Planning Commission, may attend this informal meeting. At this meeting the applicant or their representative is also presented with the applicable procedures required by this Article for approval of the proposed development and with any special problems or steps that might have to be followed, such as requests to the Zoning Board of Appeals for any variances.~~

Section 21.04 APPLICATION FOR PRELIMINARY SITE PLAN REVIEW

- ~~A. The site plan approval process is a two (2) phase process. The process shall include a preliminary site plan and a final site plan unless otherwise requested and approved in conformance with Section 21.05.~~
- ~~B. An applicant may request a pre application meeting with the City Zoning Administrator and/or the Site Plan Review Committee per the pre-application meeting schedule, as appropriate. During the conceptual review phase, a generalized site plan may be presented by the prospective applicant for consideration of the overall idea of the development. The meeting permits the applicant to obtain information regarding the most optimum location of~~

building(s), points of ingress and egress to the site and an indication of other improvement necessary for site plan submittal. At this stage, details of landscaping, site grading, drainage and utilities, etc. are not essential. Basic questions of use, density, integration with existing development in the area and impacts on and the availability of public infrastructure are discussed. No decisions are made at this level.

- A. **C. Application and Fee for Preliminary Site Plan Review.** An application for a preliminary site plan review shall be filed with the Zoning Administrator and include the number of copies specified on the application. An application for preliminary site plan review shall be accompanied by the required fees, as well as other data, exhibits, and information hereinafter required. ~~The detailed site plan presented for review and recommendation by the Planning Commission and consideration by the City Council shall contain all information required in this Ordinance. The following are the submittal requirements. Unless eligible for administrative review pursuant to section 21.06, applications for site plan review shall conform to the following:~~
- B. **Required Data for a Preliminary Site Plan.** An application for approval of a preliminary site plan shall provide the information required for a preliminary site plan as set forth in Section 21.08.
- C. **Staff/Consultant Review of Preliminary Site Plan.** The Zoning Administrator shall determine if the preliminary site plan includes the required information set forth in this Article. If complete, the Zoning Administrator shall forward the preliminary site plan to the Planner and Engineer. The Planner and Engineer shall review the plans and other information submitted for compliance with applicable ordinances, policies, laws, and standards and shall furnish written comments, opinions and recommendations to the City Zoning Administrator at least two weeks prior to the Planning Commission meeting where action is sought.
- The City may permit the applicant to resubmit revised plans in response to the review comment depending on the complexity of the project and the time necessary to review the plans. Any plan revised in response to comments from the Planner, Engineer or agencies/departments having jurisdiction shall not be placed on the Planning Commission agenda until written review comments from those persons noted above on the revision have been received by the Zoning Administrator.
- D. **Planning Commission Review of Preliminary Site Plan.** If complete, the Zoning Administrator shall transmit complete submittals of the application and preliminary site plan drawing(s), including Planner and Engineer reviews to the Planning Commission prior to its next available regularly scheduled meeting. The Planning Commission shall undertake a study of the same and shall make a

recommendation on approval, disapproval, or approval with modifications to the City Council.

- E. City Council Approval of a Preliminary Site Plan.** After recommendation of the Planning Commission, the City Council may approve, deny, or may require changes in the preliminary site plan, and may attach conditions to its approval. If the preliminary site plan is approved, the City Council shall, within two weeks of the date of approval of the preliminary site plan, transmit a written certification of such approval by the applicant. If the City council denies the preliminary site plan or requires changes, the City Council shall advise the applicant in writing of its action and any required modifications to a preliminary site plan necessary to achieve conformance to the standards specified in this Ordinance.

The City Council may, at its discretion and with appropriate conditions attached, authorize issuance of permits by the Zoning Administrator for grading and foundation work on the basis of an approved preliminary site plan. The conditions which may be attached to such permit for grading and foundation work shall include, but shall not be limited to, measures to control erosion, exemption of the City from any liability if a final site plan is not approved, and provision of a bond for site restoration if work does not proceed to completion. The applicant must request, in writing, permission from City Council to authorize grading and foundation work, if not specifically permitted by City Council.

Approval of a preliminary site plan by the City Council shall indicate its acceptance of the proposed layout of buildings, streets, drives, parking areas, and other facilities and areas in accordance with the standards set forth in Section 21.04 (c)(2), herein.

- F. Variance Requests.** When the applicant intends to seek a variance from the Zoning Board of Appeals for the subject request, the applicant shall first receive tentative approval of the preliminary site plan from the City Council. Tentative approval of the preliminary site plan by the City Council shall be conditioned upon the granting of any necessary variances by the Zoning Board of Appeals.

- G. Effect of Approval.** Effect of Approval - Approval of a preliminary site plan by the City Council shall indicate its acceptance of the proposed layout of buildings, streets, drives, parking areas, and other facilities and areas in accordance with the standards set forth in Section 21.09 herein.

The City Council may, at its discretion and with appropriate conditions attached, authorize issuance of permits by the Zoning Administrator for grading and foundation work on the basis of an approved preliminary site plan. The conditions which may be attached to such permit for grading and foundation work shall include, but shall not be limited to, measures to control erosion, exemption

of the City from any liability if a final site plan is not approved, and provision of a bond for site restoration if work does not proceed to completion. The applicant must request, in writing, permission from City Council to authorize grading and foundation work, if not specifically permitted by City Council.

- H. Expiration of Approval.** Approval of a preliminary site plan shall be valid for a period of 180 days from the date of approval and shall expire and be of no effect unless an application for a final site plan for all or part of the area included in the approved preliminary site plan is filed with the City Zoning Administrator.

Phased Site Plans: If a final site plan is submitted for only a part of the area included in the approved preliminary site plan, successive final site plans shall be filed at intervals no greater than three years from the date of approval of the previously approved final site plan. If such period is exceeded, the City Council may declare the approved preliminary site plan invalid with respect to the remaining parts of the site, unless good cause can be shown for the development schedule. In such case, the City Council may require that the site plan be revised to meet current ordinance requirements.

- I. Extension of Time Limits.** Time limits set forth in this Article may be extended upon showing of good cause, and by written agreement between the petitioner and the recommendation of the Planning Commission and approval by City Council.

1. Planning Commission regular meetings are held the first Monday of the month. Site plans are due at the City Office by 4:00 p.m. on the first Monday of the month to be placed on the following months agenda.

2. A completed application form and Environmental Permits Checklist as provided by the City, along with the required fee and deposit established by resolution of the City Council. The owner's signed consent is required on the application if the applicant is not the owner.

3. Sixteen (16) sets of site plan drawings, folded to approximately 8 ½ x 11 inches, or as prescribed by the Zoning Administrator, which will be forwarded by the Zoning Administrator to the Fire Department, Department of Public Services, Planner, and Engineer for review, if applicable. Site plans shall be prepared, signed and sealed by the professional responsible for the work under Michigan law (architect, engineer, community planner, landscape architect, or land surveyor registered by the State of Michigan). All submitted sheets shall be sealed (with ink stamps or embossments). In addition, the title and index sheet of each drawing set and project manual shall be signed by the professional whose seal is applied to the documents.

4. Site plans shall always include an overall site plan for the entire development. Sheet size shall be at least 24" x 36". Site plans shall be drawn to a scale of not less than 1" = 20' for property less than three (3) acres, or to scale of not less than 1" = 100' for property of three (3) or more acres. One (1) set of 11"x 17" plans shall also be included with the submittal, along with color renderings of the building elevation, if applicable. Included on the site plan will be all of the following data as applicable, per this Article.

Section 21.05 FINAL SITE PLAN REVIEW

A. Application and Fee for Final Site Plan Review. Following approval of the preliminary site plan, an application for final site plan review shall be filed with the Zoning Administrator, including the number of copies specified on the application of the proposed final site plan as well as other data, exhibits, and information hereinafter required. An application for final site plan review shall be accompanied by the required fees.

B. Required Data for a Final Site Plan. An application for approval of a final site plan shall provide the information required for a final site plan as set forth in Section 21.08.

C. Staff/Consultant Review of Final Site Plan. The Zoning Administrator shall determine if the final site plan includes the required information set forth in this Article. If complete, the Zoning Administrator shall forward the final site plan to the Planner and Engineer. The Planner and Engineer shall review the plans and other information submitted for compliance with applicable ordinances, policies, laws, and standards and shall furnish written comments, opinions and recommendations to the City Zoning Administrator at least two weeks prior to the Planning Commission meeting where action is sought.

The City may permit the applicant to resubmit revised plans in response to the review comment depending on the complexity of the project and the time necessary to review the plans. Any plan revised in response to comments from the Planner, Engineer or agencies/departments having jurisdiction shall not be placed on the Planning Commission agenda until written review comments from those persons noted above on the revision have been received by the Zoning Administrator.

D. Planning Commission Review of a Final Site Plan. The Zoning Administrator shall transmit complete submittals and applicable consultant reviews to the Planning Commission prior to its next available regularly scheduled meeting. The Planning Commission shall undertake a study of the same and shall make a recommendation on approval, disapproval, or approval with modifications to the City Council.

The Planning Commission shall include in its study of the site plan consultation with the Zoning Administrator, the Fire Chief, Planner, and Engineer, and other governmental officials and departments and public utility companies that might have an interest in or be affected by the proposed development.

E. City Council Review of a Final Site Plan. After recommendation of the Planning Commission, the City Council may approve, deny or may require changes in the final site plan, and may attach conditions to its approval. The City Council shall advise the applicant in writing of its action and any required modifications to a final site plan necessary to achieve conformance to the standards specified in this Ordinance. If the final site plan is rejected, the City Council shall notify the applicant in writing of such action and the reasons therefore based on the criteria set forth in Section 21.09 within two weeks following the action.

F. Approval of a Final Site Plan. Upon approval of a final site plan by the City Council, and resolution of any approval contingencies, the applicant, the owner(s) of record, or the legal representative thereof, and the Zoning Administrator shall each sign and stamp five copies of the approved final site plan. One (1) electronic CD copy of the approved site plan in PDF and/or DWG format shall also be provided for the City's records. The Zoning Administrator shall transmit two signed copies of the plan and any conditions attached to the approval to the applicant and City project file.

The approved site plan shall become part of the record of approval, and subsequent actions relating to the activity authorized shall be consistent with the approved site plan unless a change conforming to the Zoning Ordinance is agreed by the landowner and the City Council.

G. Effect of Approval. Approval of a final site plan authorizes issuance of a certificate of zoning compliance and issuance of a building permit, provided all other requirements for a building permit have been met. In the case of uses without buildings or structures, approval of a final site plan authorizes issuance of a certificate of zoning compliance and issuance of a certificate of occupancy, provided all other requirements for such certificate have been met.

H. Expiration of Approval. Approval of a final site plan shall expire and be of no effect two years following the date of approval unless a Zoning Compliance Certificate has been issued and construction has begun on the property and is diligently pursued to completion in conformance with the approved final site plan.

I. Extensions of Time Limits. Time limits set forth in this Article may be extended upon showing of good cause, and by written agreement between the petitioner and the recommendation of the Planning Commission and approval by City Council.

Section 21.06 COMBINING PRELIMINARY AND FINAL SITE PLANS

An applicant may, at the applicant's discretion and risk, with approval of the Zoning Administrator, combine a preliminary and final site plan in an application for approval. The Zoning Administrator shall have the authority to require submittal of a preliminary site plan separate from a final site plan, where, in his/her opinion, the complexity and/or size of the proposed development so warrant. A preliminary and final site plan shall not be combined for any development consisting of two or more phases.

SECTION 21.07 ADMINISTRATIVE REVIEW

- A. **Authority.** The City Zoning Administrator shall have the authority to conduct an administrative review of a site plan, provided all other standards of this Ordinance are met. The Zoning Administrator may seek the review and comments of applicable staff and/or consultants and reserve the right to refer the matter to the Planning Commission if desired.
- B. **Projects to be Reviewed Administratively.** Administrative review of a site plan may be conducted for the following projects or under the following circumstances.
1. Minor changes required by outside governmental agencies during construction as determined by the Zoning Administrator.
 2. Expansion or reduction of an existing conforming structure or use of 1,000 square feet or less or five percent of the floor area of the structure, whichever is less, provided the site will not require any significant change to existing site improvements such as parking, landscaping, lighting, signs, or sidewalks.
 3. A change in use to a similar or less intense use provided the site will not require any significant changes to the existing site improvements such as parking, landscaping, lighting, signs, or sidewalks.
 4. Increase in parking or loading area of up to 25% or 6,000 square feet of pavement area without any building changes.
 5. Changes to the building height that do not add additional floor area nor exceed the maximum height requirements of the district.
 6. Site improvements such as installation of walls fences, lighting, or landscaping consistent with the Ordinance standards.
 7. Temporary uses, sales, and seasonal events.

C. Information Required. At the direction of the Zoning Administrator, any information required in Section 21.04 of the Zoning Ordinance may be required for administrative site plan approval. However, at a minimum, submissions of a site plan including the following information:

1. Proprietors', applicants, and owner's names, addresses and telephone numbers.
2. Date (month, day, year), including revisions.
3. Title Block and Scale.
4. North arrow.
5. Proposed and existing structures, parking areas, etc. on the parcel, and within one hundred (100) feet of the parcel.
6. Floor plans and Elevations. Two or Three dimensional color renderings may be requested by the Zoning Administrator.

D. The Zoning Administrator shall consider the criteria set forth in Section 21.09 in the review of the site plans submitted under this Section.

SECTION 21.08 DATA REQUIRED FOR PRELIMINARY AND FINAL SITE PLANS.

All plans shall be prepared by a professional engineer registered in the State of Michigan whose seal shall be affixed to the first sheet. All landscape plans shall be prepared by a Landscape Architect licensed in the State of Michigan whose seal has been affixed to the first sheet. Preliminary and final site plans shall include the information set forth in Table 21.08 A-1.

Table 21.08 A-1. Preliminary Site Plan and Final Site Plan Submittal Requirements

<u>Plan Data</u>	<u>Required For:</u>	
	<u>Preliminary Site Plan</u>	<u>Final Site Plan</u>
<u>A. Application Form</u>		
<u>Name and address of the applicant and property owner</u>	<u>X</u>	<u>X</u>
<u>Address and common description of property and complete legal description</u>	<u>X</u>	<u>X</u>
<u>Dimensions of land and total acreage</u>	<u>X</u>	<u>X</u>
<u>Zoning on the site and all adjacent properties</u>	<u>X</u>	<u>X</u>
<u>Description of proposed project or use, type of building or</u>	<u>X</u>	<u>X</u>

Site Plan Review and Approval

<u>Plan Data</u>	<u>Required For:</u>	
	<u>Preliminary Site Plan</u>	<u>Final Site Plan</u>
<u>structures, and name of proposed development, if applicable</u>		
<u>Name and address of firm or individual who prepared the site plan</u>	<u>X</u>	<u>X</u>
<u>Proof of property ownership</u>	<u>X</u>	<u>X</u>
<u>B. Site and Zoning Data</u>		
<u>Existing lot lines, building lines, structures, parking areas, and other improvements on the site and within 100 feet of the site</u>	<u>X</u>	<u>X</u>
<u>Proposed lot lines, lot dimensions, property lines setback dimensions, structures, and other improvements to the site and within 100 feet of the site.</u>	<u>X</u>	<u>X</u>
<u>All existing and proposed easements, including type</u>	<u>X</u>	<u>X</u>
<u>Zoning district of site and all adjacent properties</u>	<u>X</u>	<u>X</u>
<u>Land use of site and all adjacent property</u>	<u>X</u>	<u>X</u>
<u>Proposed use of site</u>	<u>X</u>	<u>X</u>
<u>Gross and net lot area in acres and square feet, net lot area excluding all existing road rights-of-way as well as that in proposed rights-of-way, required access easements and portions covered by wetlands, bodies of water (including streams, ponds, lakes), and 90% of the area of all existing drainage easements</u>	<u>X</u>	<u>X</u>
<u>Ground floor and total floor area to be constructed</u>	<u>X</u>	<u>X</u>
<u>Lot coverage (ground floor area divided by net lot area)</u>	<u>X</u>	<u>X</u>
<u>Impervious surface (total impervious area and percentage of impervious area to total net lot area)</u>	<u>X</u>	<u>X</u>
<u>Floor area ratio (total floor area divided by net lot area)</u>	<u>X</u>	<u>X</u>
<u>Number and type of dwelling units and density, for residential projects</u>	<u>X</u>	<u>X</u>
<u>Building height, in feet and number of floors</u>	<u>X</u>	<u>X</u>
<u>Required yards</u>	<u>X</u>	<u>X</u>
<u>C. Natural Features</u>		
<u>General location of existing plant materials, with identification of materials to be removed and materials to be preserved</u>	<u>X</u>	<u>X</u>
<u>Location, sizes, types, and condition of existing trees</u>	<u>X</u>	<u>X</u>
<u>Topography on the site and within 100 feet of the site at two-foot contour intervals, referenced to a USGS benchmark</u>	<u>X</u>	<u>X</u>
<u>Location of existing drainage courses, floodplains, lakes and streams, and wetlands with elevations</u>	<u>X</u>	<u>X</u>
<u>Wetlands delineated both in the field and on the plan. The existing area must be shown for each wetland. All impacted areas and</u>	<u>X</u>	<u>X</u>

Site Plan Review *and Approval*

<u>Plan Data</u>	<u>Required For:</u>	
	<u>Preliminary Site Plan</u>	<u>Final Site Plan</u>
<u>mitigation areas shall be shown with calculations provided.</u>		
<u>Soils information, location, and extent of soils that are unbuildable in their natural state because of organic content or water table level, based on the Washtenaw County Soil Survey or equivalent information.</u>	X	X
<u>Groundwater information on the site, with supporting evidence including, but not limited to site-specific soils information.</u>	X	X
<u>D. Access and Circulation</u>		
<u>Dimensions, curve radii, and centerlines of existing and proposed access points, roads, and road rights-of-way or access easements</u>		X
<u>Driveways and intersections within 250 feet of the site</u>		X
<u>Location of proposed roads, driveways, parking lots, sidewalks, and non-motorized pathways</u>	X	X
<u>Cross-section details of proposed roads, driveways, parking lots, sidewalks, and non-motorized paths illustrating materials and thickness</u>		X
<u>Dimensions of acceleration, deceleration, and passing lanes</u>		X
<u>Calculations for required number of parking and loading spaces, location, and layout</u>	X	X
<u>Dimensions of parking spaces, islands, circulation aisles, and loading zones</u>		X
<u>Fire protection plan</u>	X	X
<u>Traffic regulatory signs and pavement markings</u>		X
<u>E. Landscape Plans</u>		
<u>General landscape plan, including location and type of all proposed shrubs, trees, and other live plant material.</u>	X	X
<u>Existing live plant material to remain, and if material will be applied to landscaping requirements</u>	X	X
<u>Existing and proposed topography, by contours, correlated with the grading plan</u>	X	X
<u>Location of all proposed improvements, as shown on the site plan</u>	X	X
<u>Planting list for proposed landscape materials, with caliper size or height of material, root ball type, method of installation (planting/staking details), botanical and common names, spacing, and quantity</u>		X
<u>Irrigation system plan for watering and draining landscape areas</u>		X
<u>Sections, elevations, plans, and details of landscape elements, such as berms, walls, ponds, retaining walls, and tree wells.</u>		X

<u>Plan Data</u>	<u>Required For:</u>	
	<u>Preliminary Site Plan</u>	<u>Final Site Plan</u>
<u>Proposed means of protecting existing plan material during construction</u>		<u>X</u>
<u>Proposed dates of installation</u>		<u>X</u>
<u>Landscape maintenance schedule</u>		<u>X</u>
<u>F. Building, Structure, ad Miscellaneous Site Information</u>		
<u>Location, height, and outside dimensions of all proposed buildings and structures</u>	<u>X</u>	<u>X</u>
<u>Building floor plans and total floor area</u>		<u>X</u>
<u>Details on accessory structures and any screening</u>		<u>X</u>
<u>Location, size, height, and lighting of all proposed site and wall signs</u>		<u>X</u>
<u>Building façade elevations for all sites, drawn at an appropriate scale</u>		<u>X</u>
<u>Description of exterior building materials and colors (samples may be required)</u>		<u>X</u>
<u>Location of exterior lighting (site and building lighting)</u>		<u>X</u>
<u>Lighting details, including size, height, initial lumen rating, type of lamp, method of shielding, type of lens, and depiction of lighting pattern for all site and building lighting</u>		<u>X</u>
<u>Lighting photometric grid overlaid on proposed site plan showing light intensity (in foot-candles) on site and 10 feet beyond parcel lines</u>		<u>X</u>
<u>Location of trash receptacle(s) and transformer pad(s) and method of screening</u>		<u>X</u>
<u>Location of any outdoor sales or display area</u>	<u>X</u>	<u>X</u>
<u>G. Information Concerning Utilities, Drainage, and Related Issues</u>		
<u>Location of existing and proposed sanitary sewer systems</u>	<u>X</u>	<u>X</u>
<u>Size of existing and proposed sanitary sewer systems</u>		<u>X</u>
<u>Location of existing and proposed water mains, water service, and fire hydrants</u>	<u>X</u>	<u>X</u>
<u>Size of existing and proposed water mains, water service, and fire hydrants</u>		<u>X</u>
<u>Site grading, drainage patterns, and other stormwater management measures</u>	<u>X</u>	<u>X</u>
<u>Stormwater drainage and retention/detention calculations</u>	<u>X</u>	<u>X</u>
<u>Stormwater retention and detention ponds, including grading, side slopes, depth, high water elevation, volume, and outfalls</u>		<u>X</u>

Site Plan Review ~~and Approval~~

<u>Plan Data</u>	<u>Required For:</u>	
	<u>Preliminary Site Plan</u>	<u>Final Site Plan</u>
<u>Location of storm sewers and drains</u>	X	X
<u>Size of storm sewers and drains</u>		X
<u>Location of above and below ground gas, electric, and telephone lines, existing and proposed</u>	X	X
<u>Location of transformers and utility boxes</u>		X
<u>Assessments of potential impacts from the use, processing, or movement of hazardous materials or chemicals, if applicable</u>		X
<u>H. Additional Information Required for Multiple-Family Residential Development</u>		
<u>The number and location of each type of residential unit (one-bedroom units, two-bedroom units, etc.)</u>	X	X
<u>Density calculations by type of residential unit (dwelling units per acre)</u>	X	X
<u>Garage and/or carport locations and details, if proposed</u>		X
<u>Mailbox clusters</u>		X
<u>Location, dimensions, floor plans, and elevations of common building(s) (e.g. recreation, laundry, etc.), if applicable</u>		X
<u>Swimming pool fencing detail, including height and type of fence, if applicable</u>		X
<u>Location and size of recreation and open space areas</u>		X
<u>Indication of type of recreation facilities proposed for recreation area</u>		X
<u>I. Additional Study (as required by the Zoning Administrator)</u>		
<u>Traffic Study</u>	<u>As required by Zoning Administrator</u>	
<u>Environmental Assessment</u>	<u>As required by Zoning Administrator</u>	
<u>Noise</u>	<u>As required by Zoning Administrator</u>	
<u>Additional Study as required by the Zoning Administrator</u>	<u>As required by Zoning Administrator</u>	

NOTE: If any of the items listed above are not applicable, a list of each item considered not applicable and the reason(s) why each listed item is not considered applicable should be provided on the site plan.

Section 21.03-09 CRITERIA ~~OF~~ FOR SITE PLAN REVIEW

A. Standards. The Planning Commission (and City Council) shall review the site plan to ensure that it complies with all of the criteria below:

A. The proposed use will be harmonious to the surrounding neighborhood.

- B. The location of buildings, outside storage receptacles, parking areas, lighting, fences or obscuring walls, and utility areas will minimize adverse effects of the proposed use for the occupants of that property and the tenants, owners, and occupants of surrounding properties.
- C. There is a proper relationship between roadways and proposed service drives, driveways, and parking areas to encourage the safety and convenience of pedestrian and vehicular traffic. The site plan includes the minimum number of driveways required to provide reasonable access. Driveways are spaced as far apart from intersections and other driveways as practical to reduce accident and congestion potential. Sharing driveways and parking with adjacent uses is encouraged.
- D. The site plan provides for proper development of roads, easements, and public utilities and protects the general health, safety, and welfare of the City and its residents.
- E. Building architecture, materials, roof line, colors, windows and similar elements shall be consistent with buildings in the immediate neighborhood area, ~~as determined by the Planning Commission (or City Council for Special Land Uses). In the case of commercial buildings, building floor plans, elevations and proposed materials shall be submitted with the Final Site Plan.~~ 3Three-dimensional color renderings or 2two-dimensional color elevations may be requested by the Planning Commission at any point in the review process. The Zoning Administrator may request material samples for verification in the field during construction. The intent of this standard is to provide a harmonious, unified community to help create a sense of place and contribute to the image and quality of life in the City. ~~Elevations, Floor plans, and materials to be used must be provided for the Planning Commissions review. The requested renderings may be presented at the Site Plan Review meeting or provided in advance when sets are submitted to the Zoning Administrator.~~
- F. The proposed site plan complies with all City codes and ordinances. ~~Site plans for Mobile Home Park Districts shall comply with the preliminary plan requirements established in the Michigan Mobile Home Commission Acts.~~
- G. The project and related improvements shall be designed to include the conservation and protection of existing natural resources and features, such as lakes, ponds, streams, wetlands, floodplains, steep slopes, groundwater, trees and wooded areas, and to protect land and water resources from pollution, including pollution of soils, groundwater, rivers, streams, lakes, ponds, and wetlands. The proposed development shall respect the natural topography to the maximum extent possible by minimizing the amount of cutting, filling and grading required.

H. Storm water detention, retention, transport, and drainage facilities shall be designed to conserve and enhance the natural storm water system on site, including the storage and filtering capacity of wetlands, watercourses, and water bodies, and/or the infiltration capability of the natural landscape. Storm water facilities shall not cause flooding or the potential for pollution of surface or groundwater, on-site or off-site. Storm water facilities shall conform ~~with~~^{to} the requirements of the ~~county drain commissioner~~^{Washtenaw County Water Resource Commissioner}. Deviations from the Washtenaw County ~~Drain Commissioner~~^{Water Resource Commissioner} standards may be permitted upon review and approval by the City Engineer.

I. The proposed development will not cause soil erosion or sedimentation problems.

J. The plan meets the standards of other governmental agencies, where applicable, and the approval of these agencies has been obtained or is assured.

~~I. General-purpose floor drains shall be connected to public sewer system or an on-site holding tank (not a septic tank) in accordance with state, county and municipal requirements, unless a groundwater discharge permit has been obtained from Michigan Department of Environmental Quality. General-purpose floor drains, which discharge to groundwater, are prohibited.~~

~~J. Sites at which hazardous substances, hazardous wastes, or potentially polluting materials are stored, used or generated shall be designed to prevent spills and discharges of such materials to the air, surface of the ground, groundwater, lakes, streams, rivers or wetlands.~~

~~K. Secondary containment facilities shall be provided for above ground storage of hazardous substances, hazardous wastes, or potentially polluting materials in accordance with the state and federal requirements. Aboveground secondary containment facilities shall be designed and constructed so that the potentially polluting material cannot escape from the unit by gravity through sewers, drains or other means, directly or indirectly, into a sewer system or into the waters of the state (including groundwater).~~

~~L. Underground storage tanks shall be registered, installed, operated, maintained, closed and removed in accordance with regulations of the Michigan Department of Environmental Quality.~~

~~M. Out of service or abandoned underground storage tanks shall be closed and removed in accordance with regulations of the Michigan Department of Environmental Quality.~~

- ~~N. Aboveground storage tanks shall be certified, installed, operated, maintained, closed and removed in accordance with regulations of the Michigan Department of Environmental Quality.~~
- ~~O. Bulk storage facilities for pesticides and fertilizers shall be in compliance with requirements of the Michigan Department of Agriculture. Low phosphorus fertilizers are encouraged.~~
- ~~P. Abandoned water wells (wells no longer in use or in disrepair), abandoned monitoring wells, cisterns shall be plugged in accordance with regulations and procedures of the Michigan Department of Environmental Quality and the County or District Health Department.~~
- ~~Q. State and Federal requirements for storage, spill prevention, record keeping, emergency response, transport and disposal of hazardous substances, hazardous wastes, liquid industrial waste or potentially polluting materials shall be met. No discharge to surface water or groundwater, including direct and indirect discharges of waste, waste effluent, wastewater, pollutants, or cooling water shall be allowed without approval from state, county and local agencies.~~

~~Section 21.04 APPLICATION FOR SITE PLAN REVIEW~~

- ~~A. The site plan approval process is a two (2) phase process. The process shall include a preliminary site plan and a final site plan unless otherwise requested and approved in conformance with Section 21.05.~~
- ~~B. An applicant may request a pre application meeting with the City Zoning Administrator and/or the Site Plan Review Committee per the pre application meeting schedule, as appropriate. During the conceptual review phase, a generalized site plan may be presented by the prospective applicant for consideration of the overall idea of the development. The meeting permits the applicant to obtain information regarding the most optimum location of building(s), points of ingress and egress to the site and an indication of other improvement necessary for site plan submittal. At this stage, details of landscaping, site grading, drainage and utilities, etc. are not essential. Basic questions of use, density, integration with existing development in the area and impacts on and the availability of public infrastructure are discussed. No decisions are made at this level.~~
- ~~C. The detailed site plan presented for review and recommendation by the Planning Commission and consideration by the City Council shall contain all information required in this Ordinance. The following are the submittal requirements. Unless eligible for administrative review pursuant to section 21.06, applications for site plan review shall conform to the following:~~

- ~~1. Planning Commission regular meetings are hold the first Monday of the month. Site plans are due at the City Office by 4:00 p.m. on the first Monday of the month to be placed on the following months agenda.~~
- ~~2. A completed application form and Environmental Permits Checklist as provided by the City, along with the required fee and deposit established by resolution of the City Council. The owner's signed consent is required on the application if the applicant is not the owner.~~
- ~~3. Sixteen (16) sets of site plan drawings, folded to approximately 8 ½ x 11 inches, or as prescribed by the Zoning Administrator, which will be forwarded by the Zoning Administrator to the Fire Department, Department of Public Services, Planner, and Engineer for review, if applicable. Site plans shall be prepared, signed and sealed by the professional responsible for the work under Michigan law (architect, engineer, community planner, landscape architect, or land surveyor registered by the State of Michigan). All submitted sheets shall be sealed (with ink stamps or embossments). In addition, the title and index sheet of each drawing set and project manual shall be signed by the professional whose seal is applied to the documents.~~
- ~~4. Site plans shall always include an overall site plan for the entire development. Sheet size shall be at least 24" x 36". Site plans shall be drawn to a scale of not less than 1" = 20' for property less than three (3) acres, or to scale of not less than 1" = 100' for property of three (3) or more acres. One (1) set of 11" x 17" plans shall also be included with the submittal, along with color renderings of the building elevation, if applicable. Included on the site plan will be all of the following data as applicable, per this Article.~~

~~D. Preliminary site plan.~~

- ~~1. Information Required – Each preliminary site plan submitted for review shall provide the following information:~~
 - ~~a. Location map, address and legal description of the property, dimensions and area of the site;~~
 - ~~b. A scaled black and white elevation drawing of all sides of the building and sixteen (16) sets of 11" x 17" color elevations of all sides of the building depicting the color and character of all materials.~~
 - ~~c. Topography and site soil classifications;~~

- ~~d. Name, address, phone number of the property owner and the applicant;~~
- ~~e. Title block, scale, north arrow, and date of plan;~~
- ~~f. Dimensional Requirements; The following should be taken into account when designing a site layout: scale and design compatibility, circulation of light and air, provision of adequate access to and around buildings for fire and police protection services, establishment of pleasant vistas, and arrangements conducive to enhancing the environmental quality of the site when developed minimizing the extent of impervious ground cover and minimizing the destruction of natural features which contribute to environmental quality.
 - ~~(1) Location and exterior dimensions of proposed buildings/structures; outline; floor area; distances between buildings/structures; height in feet and stories; finished floor elevations and number and type of dwelling units (where applicable).~~
 - ~~(2) Location and general alignment of all proposed streets and drives; right-of-way where applicable; surface area, width dimension; location and typical details of curbs; acceleration, deceleration, passing and turning lanes, and approaches, with details (where applicable); location and width of all entries and exits and curve radii. Except for large parking lots, driveways shall be limited to one (1) per development.~~
 - ~~(3) Proposed parking location and lot dimensions, space and aisle dimensions, angles of spaces, surface type and total number of spaces. Proposed Landbanked parking spaces should also be noted on the plan pursuant to section 5.~~~~
- ~~g. Location and size of open areas and recreation areas, if applicable; percentage of open areas or recreational areas if applicable.~~
- ~~h. Existing zoning classification of property, delineation of required and proposed district regulations, dwelling unit schedule, density of development, FAR and lot area per dwelling unit for residential projects, lot coverage (percent), location and size of required buffers, if applicable;~~
- ~~i. Area of intended filling and/or cutting, outline of existing buildings/structures and drives, existing natural and man-made features to be retained or removed.~~

- ~~j. Location, width, and surface of proposed sidewalks and pedestrian ways.~~
- ~~k. Existing building, structures and other improvements, including drives, utility poles and towers, easements, pipelines, excavations, ditches (elevations and drainage directions), bridges, culverts and a clear indication of all improvements to remain and to be removed.~~
- ~~l. Adjacent land uses and zoning, location of adjacent buildings, drives and streets;~~
- ~~m. location and area of development phases, building program for each phase, projected schedule of development by phase;~~
- ~~n. Location and width of all existing and proposed easements on the site;~~
- ~~o. General location and size of proposed water, sanitary sewer, and storm drainage systems; and location of overhead wire and poles; location of hydrants; and~~
- ~~p. All adjacent property owned or controlled by the applicant or owner of the subject property.~~
- ~~q. existing topographic elevations at two (2) foot contour intervals. Indicate the direction of drainage flow.~~
- ~~r. Location and elevations of existing water courses and water bodies, including county drains and surface drainage ways, floodplains and wetlands.~~
- ~~s. Proposed storm water management plan including design of sewers, swales, outlets, and retention or detention ponds. Sufficient data regarding site runoff estimates and off-site drainage patterns shall be provided to permit review of the feasibility of storm water detention and/or retention as well as the impact on local surface and groundwater.~~
- ~~t. Location and status of any floor drains discharging to grade or anywhere other than public sanitary or septic systems shall be specified on the site plan.~~
- ~~u. Description and location of any existing or proposed outdoor storage facility (above ground and below ground storage).~~

- ~~v. Description and location of on-site wastewater treatment and disposal systems.~~
- ~~w. Location of existing and proposed private drinking water wells, monitoring wells, test wells, irrigation wells, or wells used for industrial processes.~~
- ~~x. Size, location, and description of any proposed interior or exterior areas of structures for storing, using, loading or unloading of hazardous substances, hazardous waste, and/or polluting materials.~~
- ~~y. Delineation of areas on the site which are known or suspected to be contaminated, together with a report on the status of the cleanup or closure.~~
- ~~z. Inventory of hazardous substances to be stored, used, or generated on-site, presented in a format acceptable to the local fire marshal.~~
- ~~aa. Completion of the state and county environmental permits checklist using the form provided.~~
- ~~2. Standards for Review – In reviewing a preliminary site plan the Planning Commission shall consider the following standards:~~
 - ~~a. That all required information has been provided;~~
 - ~~b. That the proposed development conforms to all regulations of the zoning district in which it is located;~~
 - ~~c. That the applicant may legally apply for site plan review;~~
 - ~~d. That vehicular and pedestrian traffic within the site, and in relation to streets and sidewalks serving the site, shall be safe and convenient;~~
 - ~~e. That the proposed site plan will be harmonious with, and not harmful, injurious, or objectionable to, existing and future uses in the immediate area;~~
 - ~~f. That natural resources will be preserved to a maximum feasible extent;~~

- ~~g. That the proposed development respects natural topography to the maximum feasible extent, and minimizes the amount of cutting and filling required;~~
 - ~~h. That organic, wet, or other soils, which are not suitable for development, will be undisturbed or will be modified in an acceptable manner;~~
 - ~~i. That the proposed development properly respects floodway and flood plains on or in the vicinity of the subject property; and~~
 - ~~j. That phases of development are in logical sequence so that any phase will not depend upon a subsequent phase for adequate access, public utility services, drainage, or erosion control.~~
- ~~3. The Planner and Engineer shall review the plans and other information submitted for compliance with applicable ordinances, policies, laws and standards and shall furnish written comments, opinions and recommendations to the City Zoning Administrator at least two (2) weeks prior to the Planning Commission meeting where action is sought.~~
- ~~4. The City may permit the applicant to resubmit revised plans in response to the review comment depending on the complexity of the project and the time necessary to review the plans. Any plan revised in response to comments from the Planner, Engineer or agencies/departments having jurisdiction shall not be placed on the Planning Commission agenda until written review comments from those persons noted above on the revision have been received by the Zoning Administrator.~~
- ~~5. Planning Commission and City Council Action – If a completed application and site plan are received, the Planning Commission shall study the plan and shall, recommend approval, disapproval or approval with modification of the preliminary site plan.~~
- ~~After recommendation of the Planning Commission, the City Council may approve, disapprove or may require changes in the plan, and may attach conditions to its approval. The City Council shall advise the applicant in writing of its actions on a preliminary site plan.~~
- ~~6. Effect of Approval – Approval of a preliminary site plan by the City Council shall indicate its acceptance of the proposed layout of buildings, streets, drives, parking areas, and other facilities and areas in accordance with the standards set forth in Section 21.04 (c)(2), herein.~~

~~The City Council may, at its discretion and with appropriate conditions attached, authorize issuance of permits by the Zoning Administrator for grading and~~

~~foundation work on the basis of an approved preliminary site plan. The conditions which may be attached to such permit for grading and foundation work shall include, but shall not be limited to, measures to control erosion, exemption of the City from any liability if a final site plan is not approved, and provision of a bond for site restoration if work does not proceed to completion. The applicant must request, in writing, permission from City Council to authorize grading and foundation work, if not specifically permitted by City Council.~~

- ~~7. Expiration of Approval - Approval of a preliminary site plan shall be valid for a period of one hundred eighty (180) days from the date of approval and shall expire and be of no effect unless an application for a final site plan for all or part of the area included in the approved preliminary site plan is filed with the City Zoning Administrator. The City Council shall, within two (2) weeks of the date of approval of the preliminary site plan, transmit a written certification of such approval to the applicant. Phased Site Plans: If a final site plan is submitted for only a part of the area included in the approved preliminary site plan, successive final site plans shall be filed at intervals no greater than three (3) years from the date of approval of the previously approved final site plan. If such period is exceeded, the City Council may declare the approved preliminary site plan invalid with respect to the remaining parts of the site, unless good cause can be shown for the development schedule. In such case, the City Council may require that the site plan be revised to meet current ordinance requirements.~~
- ~~8. Extensions of Time Limits: Time limits set forth in this article may be extended upon showing of good cause, and by written agreement between the petitioner and the recommendation of the Planning Commission and approval by City Council.~~

~~E. Final Site Plan~~

- ~~1. Application - Following approval of a preliminary site plan, the applicant shall provide required copies of a final site plan, the review fee, and a completed application form with the Zoning Administrator. The Zoning Administrator, upon receipt of the application, shall transmit the final site plan drawing(s) to the Planning Commission prior to its next regular meeting. City consultants require two (2) weeks for issuance of a review letter.~~
- ~~2. Information Required - Each Final site plan submitted for review shall provide the following information and shall meet the following specifications, where applicable:~~

- ~~a. The site plan shall be presented on more than one (1) drawing, for the purposes of clarity.~~
- ~~b. Title block, scale, north arrow, name and date of plan; date of revisions thereto.~~
- ~~c. Name and address of property owner and applicant; interest of applicant in property; name and address of developer.~~
- ~~d. Name and address of designer. Site plans shall be prepared, signed and sealed by the professional responsible for the work under Michigan law (architect, engineer, community planner, landscape architect, or land surveyor registered by the State of Michigan). All submitted sheets shall be sealed (with ink stamps or embossments). In addition, the title and index sheet of each drawing set and project manual shall be signed by the professional whose seal is applied to the documents.~~
- ~~e. A vicinity map; legal description of the property; dimensions and lot area. Where a metes and bounds description is used, lot line angles or bearing shall be indicated on the plan. Lot line dimensions and angles or bearing shall be based upon a boundary survey prepared by a contract land surveyor or registered surveyor and shall correlate with the legal description. Lot iron locations shall be identified.~~
- ~~f. Existing topography (minimum contour interval of two feet); existing natural features such as trees, wooded areas, streams, marshes, ponds, and other wetlands; clear indication of all natural features to remain and to be removed. All trees eight (8) inch diameter or larger shall be accurately located on the final site plan. Label each tree as to either preserved or removed and include a tree replacement plan in accordance with section 6.14.~~
- ~~g. General description of deed restrictions, if any, and covenants and/or development agreement, and association by-laws shall be submitted for review per Section 21.14.~~
- ~~h. Owner, use and zoning classification of adjacent impacts; location and outline of buildings, drives, parking lots, and other improvements on adjacent properties.~~
- ~~i. Existing public utilities on or serving the property - location and size of water lines and hydrants it shall be noted on the plan that all hydrants shall have Storz connections; location, size and inverts for sanitary sewer and storm sewer lines; location of manholes and~~

~~catch basins (proper casting shall be noted on plan), location and size of wells, septic tanks and drain fields.~~

- ~~j. Name and right-of-way of existing streets on or adjacent to the property; surface type and width; spot elevations at intersections with streets and drives of the proposed development. Federal, State, County or Locally required right-of-way signs shall be noted on the plan. Fire Lanes and Fire Lane signage shall be noted on the plan.~~
- ~~k. Zoning classification of the subject property; location of required yards; total ground floor area and lot coverage (percent); floor area ratio. In the case of residential units, the plan shall note dwelling unit density, lot area per dwelling unit, and a complete schedule of the number, size and type of dwelling units. In the case of commercial buildings, dimensioned building floor plans, a scaled black and white elevation drawing of all sides of the building and sixteen sets of 11" x 17" color elevations of all sides of the building depicting the color and character of materials. 3-dimensional color renderings may be requested by the Planning Commission. The Zoning Administrator may request material samples for verification in the field during construction.~~
- ~~l. Grading plan, showing finished contours at a minimum interval of two (2) feet, and correlated with existing contours so as to clearly indicate cut and fill required. All finished contour lines are to be connected to existing contour lines at or before the property lines.~~
- ~~m. Location and exterior dimensions of proposed buildings/structures, with the location to be referenced to property lines or to a common base point; distances between buildings/structures; height in feet and stories; finished floor elevations and contact grade elevations.~~
- ~~n. Location and alignment of all proposed streets and drives; right-of-way where applicable; surface type and width, and typical cross-section of same showing surface, base, and sub-surface materials and dimensions; location and typical depth of curbs; acceleration, deceleration, turning and passing lanes and approaches, with details (where applicable); location, width, surface elevations and grades of all entries and exits; curve radii.~~
- ~~e. Location and dimensions of proposed parking lots; number of spaces in each lot; proposed landbanked parking spaces; dimensions of spaces and aisles; drainage pattern of lots; typical cross-section showing surface, base, and sub-surface materials; angles of spaces.~~

- ~~p. Location and size of proposed improvements of open spaces and recreation areas, and maintenance provisions for such areas.~~
- ~~q. Locations, width, and surface of proposed bike paths, sidewalks and pedestrian ways.~~
- ~~r. Location and type of proposed screens and fences; height, typical elevation and vertical section of screens, showing materials and dimensions.~~
- ~~s. Locations of proposed outdoor trash container enclosures; size, typical elevation, and vertical section of enclosures; showing materials and dimensions. Location of proposed transformers and method of screening. Location of proposed roof top units and method of screening.~~
- ~~t. Location, type, size, area, and height of proposed signs, if applicable at the time of submittal. If signage details are not known at time of application a note shall be added to the plan indicating conformance with the City's current sign regulations listed in the Zoning Ordinance.~~
- ~~u. Layout, size of lines, inverts, hydrants, drainage flow patterns, location of manholes and catch basins for proposed sanitary sewer, water and storm drainage utilities; location and size of swales, detention and retention basins and degrees of slope of sides of ponds; calculations for size of storm drainage facilities; location of electricity and telephone services; location and size of underground tanks where applicable; location and size of outdoor incinerators; location and size of wells, septic tanks, and drain fields where applicable. Final engineering drawings for all site improvements such as, but not limited to, water, sanitary sewer and storm sewer systems; streets, drives and parking lots; retention ponds and other ponds or lakes, retaining walls; shall be submitted to and approved by the City Engineer prior to Planning Commission approval of the final site plan. If on-site water and sewer facilities are to be used, a letter of approval of same, or a copy of the permit from the Washtenaw County Health Department shall be submitted to the Planning Commission Secretary prior to Planning Commission approval of the final site plan. Detention and retention basin maintenance schedules shall be included on the final site plan.~~
- ~~Storm water Drainage/Erosion Control. All storm water drainage and erosion control plans shall meet the standards adopted by the City for design and construction and shall to the minimum extent~~

- ~~feasible, utilize non structural control techniques, including but not limited to: limitation of land disturbance and grading; maintenance of vegetated buffers and natural vegetation; minimization of impervious surfaces; use of terraces, contoured landscapes, runoff spreaders, grass, vegetated, or rock-lined swales; use of infiltration devices, including but not limited to rain gardens, native landscaping, and bio-retention swales.~~
- ~~v. Landscape plan showing location, size, species and diversity of plant materials.~~
 - ~~w. Description of measures to control soil erosion and sedimentation during grading and construction operations and until a permanent ground cover is established. Recommendations for such measures may be obtained from the County Soil Conservation Service.~~
 - ~~x. Location of proposed retaining walls; dimensions and materials of same; fill materials; typical vertical sections; restoration of adjacent properties; where applicable, retaining walls over 18 inches require engineering review.~~
 - ~~y. Location, type, fixture detail, direction, height and photometric of outside lighting and/or decorative street lighting shall be shown on the plan. For decorative street lights within the public right-of-way a separate plan and CAD drawing must be submitted for review for conformance with the City's Detroit Edison (DTE) Community Lighting Program.~~
 - ~~z. Right-of-way expansion where applicable; reservation or dedication of right-of-way to be clearly noted.~~
- ~~3. Standards for Review - In reviewing the final site plan, the Planning Commission shall determine whether the plan meets the following standards;~~
- ~~a. That the final site plan conforms to the preliminary site plan as approved by the City Council;~~
 - ~~b. That the plan meets all applicable standards in Section 21.04D(2) herein;~~
 - ~~c. That the plan meets the specifications of Dexter City for fire and police protection, water supply, sewage disposal or treatment, storm drainage, and other public facilities and services, and has been reviewed by the City Planner, City Fire Chief and the City Engineer;~~

- ~~d. That the proposed development will not cause soil erosion or sedimentation problems;~~
 - ~~e. That the drainage plan for the proposed development is adequate to accommodate anticipated storm water runoff and will not cause undue runoff onto neighboring property or overloading of watercourses in the area; that the proposed development is coordinated with improvements serving the subject property and with the other developments in the general vicinity;~~
 - ~~f. That outside lighting will not adversely affect adjacent or neighboring properties, or traffic on adjacent streets;~~
 - ~~g. That outdoor storage of garbage and refuse is contained, screened from view, and located so as not to be a nuisance to the subject property or neighboring properties;~~
 - ~~h. That grading or filling will not destroy the character of the property or the surrounding area and will not adversely affect the adjacent or neighboring properties;~~
 - ~~i. That parking layout will not adversely affect the flow of traffic within the site or to and from the adjacent streets;~~
 - ~~j. That the plan meets the standards of other government agencies, where applicable, and that the approval of these agencies has been obtained or is assured; and~~
 - ~~k. That the plan provides for the proper expansion of existing public streets serving the site, where applicable.~~
 - ~~l. That the plan meets all other requirements /standards established by the City of Dexter.~~
- ~~4. The Planner and Engineer shall review the plans and other information submitted for compliance with applicable ordinances, policies, laws and standards and shall furnish written comments, opinions and recommendations to the City Zoning Administrator at least two (2) weeks prior to the Planning Commission meeting where action is sought.~~
- ~~5. Any plan revised in response to comments from the Planner, Engineer or agencies/departments having jurisdiction shall not be placed on the Planning Commission agenda until written review comments from those persons noted above on the revision have been received by the Zoning Administrator.~~

- ~~6. Planning Commission and City Council Action – The Planning Commission shall study the final site plan and shall, if the submitted application is complete, recommend approval or disapproval of the final site plan to the City Council. After receiving a recommendation from the Commission the City Council may approve, disapprove or require changes in the plan or may attach reasonable conditions to its approval.~~

~~The Planning Commission shall include in its study of the site plan consultation with the City Zoning Administrator, the City Fire Chief, City Planner and the City Engineer, and other governmental officials and departments and public utility companies that might have an interest in or be affected by the proposed development.~~

~~Upon City Council approval of a final site plan, and resolution of any approval contingencies, the applicant, the owner(s) of record, or the legal representative thereof, and the Zoning Administrator shall each sign and stamp five (5) copies of the approved final site plan. One (1) electronic CD copy of the approved site plan in PDF and/or DWG format shall also be provided for the City's records. The Zoning Administrator shall transmit two (2) signed copies of the plan and any conditions attached to the approval to the applicant and City project file. If the final site plan is rejected, the City Council shall notify the applicant in writing of such action and the reasons therefore within two (2) weeks following the action.~~

- ~~7. Effect of Approval – Approval of a final site plan authorizes issuance of a certificate of zoning compliance and issuance of a building permit, provided all other requirements for a building permit have been met. In the case of uses without buildings or structures, approval of a final site plan authorizes issuance of a certificate of zoning compliance and issuance of a certificate of occupancy, provided all other requirements for such certificate have been met.~~
- ~~8. Expiration of Approval – Approval of a final site plan shall expire and be of no effect 2 years (730 days) following the date of approval unless a Zoning Compliance application has been issued and construction has begun on the property and is diligently pursued to completion in conformance with the approved final site plan.~~
- ~~9. Extensions of Time Limits: Time limits set forth in this article may be extended upon showing of good cause, and by written agreement between the petitioner and the recommendation of the Planning Commission and approval by City Council.~~

Section 21.05 COMBINING PRELIMINARY AND FINAL SITE PLANS

~~An applicant may, at the applicant's discretion and risk, with approval of the Zoning Administrator, combine a preliminary and final site plan in an application for approval. The Zoning Administrator shall have the authority to require submittal of a preliminary site plan separate from a final site plan, where, in his/her opinion, the complexity and/or size of the proposed development so warrant. A preliminary and final site plan shall not be combined for any development consisting of two (2) or more phases.~~

SECTION 21.06 ADMINISTRATIVE REVIEW

~~The City Zoning Administrator may review a site plan without submission to the Planning Commission, subject to all of the criteria, requirements and standards as followings:~~

- ~~A. The Zoning Administrator may review and consider for approval, conditional approval or denial of site plans without submission to the Planning Commission in the following cases:~~
- ~~1. Expansion or reduction of an existing conforming structure or use of one thousand (1,000) square feet or less.~~
 - ~~2. Changes of use within an existing building. The use change must be a permitted use within the subject zoning district and will be subject to all other applicable zoning provisions, i.e. parking, landscaping, dumpsters, etc.~~
 - ~~3. Provision for additional parking, loading/unloading spaces and landscape improvements as required by Ordinance.~~
- ~~B. The Zoning Administrator is authorized to employ the City Planner, City Engineer or other experts to assist in the review of site plans submitted under this section.~~
- ~~C. At the direction of the Zoning Administrator, any information required in Section 21.04 of the Zoning Ordinance may be required for administrative site plan approval. However, at a minimum, submissions of a site plan including the following information:~~
- ~~1. Proprietors', applicants, and owner's names, addresses and telephone numbers.~~
 - ~~2. Date (month, day, year), including revisions.~~
 - ~~3. Title Block and Scale.~~
 - ~~4. North arrow.~~

- ~~5. Proposed and existing structures, parking areas, etc. on the parcel, and within one hundred (100) feet of the parcel.~~
- ~~6. Floor plans and Elevations. Two or Three dimensional color renderings may be requested by the Zoning Administrator.~~
- ~~D. The Zoning Administrator shall consider the criteria set forth in Section 21.03 in the review of the site plans submitted under this Section.~~

Section 21.10 FINAL SITE PLAN AND ENGINEERING

- A. No certificates of zoning compliance or building permits shall be issued until all required site plans and engineering plans have been approved and all applicable construction permits are in effect.
- B. No grading, removal of trees or other vegetation, landfilling, or construction of improvements shall commence for any development for which site plan approval is required until a final site plan is approved and is in effect, and construction permits are issued, except as otherwise provided in this Ordinance.

Section 21.~~07~~11 MODIFICATION OF PLAN DURING CONSTRUCTION

All site improvements shall conform to the approved final site plan, including engineering drawings approved by the City Engineer. If the applicant makes any changes during construction in the development in relation to the approved final site plan, such changes shall be made at the applicant's risk, without any assurances that the City Council will approve the changes.

It shall be the responsibility of the applicant to notify in writing the Zoning Administrator, and the City Council of any changes. The Zoning Administrator may require the applicant to correct the changes so as to conform to the approved final site plan, approve the proposed modification or require the applicant to make the modification request to the City Council.

Section 21.~~08~~12 AS-BUILT DRAWINGS

- A. The applicant shall provide as-built drawings and a project engineer's certificate of all sanitary sewer, water, and storm-sewer lines and all appurtenances, which were installed on a site for which a final site plan was approved. As-built drawing requirements are available in the City's current engineering standards. The drawings shall be submitted to the City Zoning Administrator, and shall be approved by the City Engineer prior to the release of any performance guarantee or part thereof covering such installation. An as-built performance deposit is required to ensure the completion of the as-built drawings.

- B. The as-built drawings shall show, but shall not be limited to, such information as the exact size, type and location of pipes; location and size of valves, fire hydrants, tees and crosses; depth and slopes of retention basins; and location of any type of other utility installations. The drawings shall show plan and profile views of all sanitary and storm sewer lines and plan views of all water lines.
- C. The as-built drawings shall show all work as actually installed and as field verified by a professional engineer or a representative thereof. The drawings shall be identified as "As-Built Drawings" in the title block of each drawing and shall be signed and dated by the owner of the development or the owner's legal representative and shall bear the seal of a professional engineer.
- D. Upon acceptance of the as-built drawings the applicant shall submit the required information for the dedication of public infrastructure, if applicable.

Section 21.09-13 - PHASING OF DEVELOPMENT

The applicant may divide the proposed development into two or more phases. In such case the preliminary site plan shall cover the entire property involved and shall clearly indicate the location, size, and character of each phase. A final site plan shall be submitted for review and approval for each phase. A construction timeline must be submitted for phased development. The City Council may impose restrictions on the approval of subsequent plans and phases due to lack of permit activity for a period of more than one ~~(1)~~ year. Prior to the approval of subsequent phases the City Council may require that incomplete site work, such as but not limited to incomplete sidewalks, roads or other site amenities that affect the quality of life for residents, be completed.

Section 21.10-14 - INSPECTION

The Zoning Administrator shall be responsible for inspecting all improvements for conformance with the approved final site plan. All sub-grade improvements, such as utilities sub-base installations for drives and parking lots, and similar improvements shall be inspected and approved prior to covering. The applicant shall deposit with the City, to be held by the City in escrow, an amount deemed reasonable by the Zoning Administrator and/or City Engineer to pay for anticipated inspections. The applicant shall be responsible for requesting the necessary inspections. The Zoning Administrator shall obtain inspection assistance from the City Fire Chief, and Engineer, where applicable. The Zoning Administrator shall notify the Planning Commission in writing when a development for which a final site plan is approved has passed inspection with respect to the approved final site plan. The Zoning Administrator shall notify the City Council and the Planning Commission in writing, of any development for which a final site plan was approved, which does not pass inspection with respect to the approved final site plan, and shall advise the City Council and the Planning Commission of steps taken to achieve compliance. In such case, the Zoning Administrator shall periodically notify the City Council and the Planning

Commission of progress toward compliance with the approved final site plan and when compliance is achieved.

Section 21.~~11~~15 PERFORMANCE GUARANTEES

- A. Performance bonds, irrevocable bank letters of credit, cash deposits, or other forms of security shall be provided by the applicant to the City. The guarantee shall be provided after a final site plan and/or zoning compliance certificate is approved, but prior to issuance of a certificate of final zoning compliance, or as determined by the Zoning Administrator, for any improvements covered by the site plan. The guarantee shall cover site improvements shown on the approved final site plan, which will not be completed prior to issuance of the certificate ~~of~~ final zoning compliance. Site improvements shall include but not be limited to: streets and drives, parking lots, sidewalks, street signage, grading, required landscaping, required screens, storm drainage, exterior lighting, trash enclosures, utilities and any other information shown on the approved final site plan.
- B. The applicant shall provide a cost estimate of the improvements to be covered by the guarantee and such estimate shall be verified as to amount by the City Engineer. The form of the guarantee shall be approved by the City Attorney.
- C. If the applicant shall fail to provide any site improvement according to the approved plans within the time period specified in the guarantee, the City Council shall have the authority to have such work completed. The City Council may reimburse itself for cost of such work, including administrative costs, by appropriating funds from the deposited security, or may require performance by the bonding company.
- D. If a cash deposit is used, the applicant and City Zoning Administrator shall decide at the time of deposit on the means of rebating portions of the deposit in proportion to the amount of work completed on the covered improvements. All required inspections for improvements for which the cash deposit is to be rebated shall have been made before any rebate shall be made.
- E. The Zoning Administrator may refuse to sign a certificate of final zoning compliance in order to achieve compliance with the approved final site plan, and approved engineering plans related thereto. In such cases, a certificate of final zoning compliance shall be signed by the Zoning Administrator upon compliance with the approved plans or upon provision of adequate security to guarantee compliance following occupancy.

Section 21.~~12~~16 - FEES

Fees for the application and review of site plans and inspections as required by this Article shall be established and may be amended by resolution of the City Council.

Section 21.~~13~~17 - VIOLATIONS

The approved final site plan shall become part of the record of approval and subsequent action relating to the site in question shall be consistent with the approved final site plan, unless the City Council agrees to such changes as provided in this Article. Any violation of the provisions of this Article, including any improvement not in conformance with the approved final site plan, shall be deemed a violation of this Ordinance and shall be subject to all penalties therein.

Section 21.~~14~~18 PROPERTY MAINTENANCE AFTER APPROVAL

It shall be the responsibility of the owner of a property for which site plan approval has been granted to maintain the property in accordance with the approved site design on a continuing basis until the property is razed, or until new zoning regulations supersede the regulations upon which site plan approval was based, or until a new site design is approved. This maintenance requirement includes healthy landscaping, walls, fences, pavement, pavement markings, signs, building exterior, drainage facilities and all other elements of a site. Any property owner who fails to so maintain an approved site design shall be deemed in violation of the use provisions of this Ordinance and shall be subject to the same penalties appropriate for a use violation.

With respect to condominium projects, the Master Deed shall contain provisions describing the responsibilities of the condominium association, condominium owners, and public entities, with regard to maintenance of the property in accordance with the approved site plan on a continuing basis. A storm water management maintenance schedule shall be part of the master deed. The Master Deed shall further establish the means of permanent financing for required maintenance and improvement activities, which are the responsibility of the condominium association. Failure to maintain an approved site plan shall be deemed in violation of the use provisions of this Ordinance and shall be subject to the same penalties appropriate for a use violation.

Prior to the transitional control date, the developer shall not amend the Master Deed without approval from the Planning Commission.

Section 21.19 DEVELOPMENT AGREEMENTS

The City Council may as a condition of final site plan approval, require the proprietor and/or developer to enter into a Development Agreement with the City. Such agreement shall set forth and define the responsibilities of the proprietor and the City, as set forth in Section 22.13.



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MEMORANDUM

TO: City of Dexter Planning Commission
Michelle Aniol, Community Development Manager

FROM: Doug J. Lewan, City Planner
Laura K. Kreps, City Planner

DATE: February 29, 2016

RE: Site Condominium Provisions

Attached to this communication are the NEW Site Condominium provisions for your review. Currently, there are not any specific standards in the Zoning Ordinance relating to the regulation/development of site condominiums.

The DRAFT Ordinance references both the State's Condominium Act and the City's Land Development and Subdivision Ordinance, as well as provides site plan requirements, required improvements, and provisions related to revising, amending, relocating boundaries, and/or subdivision of the approved condominium development and/or lot. The City Attorney has reviewed this Article, and all minor revisions they have suggested have been implemented.

We look forward to reviewing these provisions with you at an upcoming Planning Commission work session or meeting. Please feel free to contact us with any questions or comments.

Sincerely,

CARLISLE/WORTMAN ASSOCIATES, INC.

CARLISLE/WORTMAN ASSOC., INC.

Douglas J. Lewan, PCP, AICP

Principal

CARLISLE/WORTMAN ASSOC., INC.

Laura K. Kreps, AICP

Associate

Cc: File

NEW ARTICLE

SITE CONDOMINIUMS

Section X.01 INTENT

The intent of this Article is to regulate site condominium projects to ensure compliance with this Ordinance and other applicable standards of the City, to provide procedures and standards for review and approval or disapproval of such developments, and to ensure that each project will be consistent and compatible with other developments in the community.

Section X.02 APPROVAL REQUIRED

Pursuant to the authority conferred by Section 141 of the Condominium Act, preliminary and final site plans for all site condominiums shall be approved by the City Council, in accordance with the provisions set forth in Article XXI.

Section X.03 GENERAL REQUIREMENTS

- A. Each condominium lot shall be located within a zoning district that permits the proposed use.
- B. For the purpose of this ordinance, each condominium lot shall be considered equivalent to a single lot and shall comply with all regulations of the zoning district in which located, and the provisions of any other statutes, laws, ordinances, and/or regulations applicable to lots in subdivisions.
- C. In the case of a site condominium containing single-family detached dwellings, not more than one dwelling unit shall be located on a condominium lot, nor shall a dwelling unit be located on a condominium lot with any other principal structure or use, except in a PUD district. Required yards shall be measured from the boundaries of a condominium lot. Lot coverage and floor area ratio shall be calculated using the area of the condominium lot.
- D. Each condominium lot shall be connected to the City of Dexter's water and sanitary sewer facilities.
- E. Each condominium lot shall front on and have direct access to a public road.
- F. All condominium projects shall conform to the plan preparation requirements, design, layout, and improvement standards, and all other requirements established by the City.

Section X.04 SITE PLAN REQUIREMENTS

Preliminary and Final Site Plan approval and approval of condominium documents by the City Council shall be required as a condition to the right to construct, expand, or convert a site condominium project. No permits for erosion control, building construction, grading, or installation of public water or sanitary sewer facilities shall be issued for property in the site condominium development until a final site plan has been approved by the City Council and is in effect. Preliminary and Final approval shall not be combined.

A. The following information shall be submitted:

1. **Site Plan.** A Site Plan in conformance with Article XXI.
2. **Master Deed and Bylaws.** The Condominium Documents shall be reviewed with respect to all matters subject to regulation by the City including: ongoing preservation and maintenance of drainage, retention, wetland and other natural and/or common areas; maintenance of private roads, if any; and maintenance of stormwater, sanitary, and water facilities and utilities.
3. **Engineering Plans.** In addition to the Final Site Plan, the applicant shall also submit engineering plans in sufficient detail for the City to determine compliance with applicable laws, ordinances, and design standards for construction of the project.
4. **Outside Agency Approvals.** The applicant shall provide proof of approvals by all county and state agencies having jurisdiction over improvements in the site condominium development, including but not limited to the County Water Resource Commissioner and the Department of Natural Resources. The City shall not approve a final site plan until each county and state agency having such jurisdiction has approved that portion of the final site plan that is subject to its jurisdiction
5. **Performance Guarantee.** In the interest of ensuring compliance with this Ordinance and protecting the health, safety, and welfare of the residents of the City, the City Council, as a condition of final approval of the site plan shall require the applicant to deposit a performance guarantee as set forth in Section 3.20 of the Zoning Ordinance for the completion of improvement associated with the proposed use.
6. **Required Condominium Documents.** Any other condominium documents required by the Condominium Act.

Section X.05 REQUIRED IMPROVEMENTS

A. All design standards and required improvements that apply to a subdivision under the provisions of Chapter 20, Land Division and Subdivision Ordinance of the City of Dexter,

shall apply to any condominium development. However, nothing in this Article shall be construed as requiring a site condominium to obtain plat approval under the Land Division and Subdivision Ordinance or the Subdivision Control Act.

- B. Utility standards stated in the Building Code shall apply to all condominium units proposed for location on property which is not subdivided and recorded, or property which is to be further subdivided.
- C. Monuments shall be set at all boundary corners and deflection points and at all road right-of-way intersection corners and deflection points. Lot irons shall be set at all condominium lot corners and deflection points of condominium lot lines.
- D. Road rights-of-ways shall be described separately from individual condominium lots, and shall be accurately delineated by bearings and distances on the condominium preliminary and final site plans. The right-of-way shall be for roadway purposes and for the purposes of locating, installing, maintaining, and replacing of public utilities. The developer shall declare easements to the City for all public water and sanitary sewer lines and appurtenances.

Section X.06 INFORMATION REQUIRED PRIOR TO OCCUPANCY

Prior to issuance of any occupancy permits for any condominium unit, the applicant shall submit the following information to the Zoning Administrator:

- A. A copy of the recorded Condominium Documents (including exhibits).
- B. A copy of any recorded restrictive covenants.
- C. A copy of the site plan on laminated photostatic copy or mylar sheet, as well as digital copies.
- D. Evidence of completion of improvements associated with the proposed use including two hard copies of an “as-built survey”, as well as a digital copy.

Section X.07 REVISION OF CONDOMINIUM SUBDIVISION PLAN

If a condominium subdivision plan is revised, the final site plan shall be revised accordingly and submitted for review and approval or denial by the City Council before any building permit may be issued, where such permit is required.

Section X.08 AMENDMENT OF CONDOMINIUM DOCUMENTS

Any amendment to a master deed or bylaws that affects the approved preliminary or final site plan or any conditions of approval of a preliminary or final site plan shall be reviewed and approved by the Planning Commission and City Council before any building permit may be issued, where such

permit is required. The Zoning Administrator may require Planning Commission and City Council review of an amended site plan, if in their opinion, such changes in the master deed or bylaws required corresponding changes in the approved site plan.

Section X.09 RELOCATION OF BOUNDARIES

Relocation of boundaries between adjoining condominium lots, if permitted in the condominium documents, as provided in Section 48 of the Condominium Act, shall comply with all regulations of the zoning district in which located and shall be approved by the Zoning Administrator. These requirements shall be made a part of the bylaws and recorded as part of the master deed.

Section X.10 SUBDIVISION OF CONDOMINIUM LOT

Each condominium lot resulting from a subdivision of another condominium lot, if such subdivision is permitted by the condominium documents, as provided in Section 49 of the Condominium Act, shall comply with all regulations of the zoning district in which located, and shall be approved by the Zoning Administrator. These requirements shall be made a part of the condominium bylaws and recorded as part of the master deed.



OFFICE OF COMMUNITY DEVELOPMENT

8140 Main Street • Dexter, Michigan 48130-1092 • (734) 426-8303 • Fax (734) 426-5614

STAFF REVIEW

To: Chairman Kowalski and Planning Commission
Courtney Nicholls, City Manager
From: Michelle Aniol, Community Development Manager
Re: TAZO#2016-01, Text Amendments to the Zoning Ordinance
Article II, §2.02 Definitions and Article X, R-1A and R-1B One Family Residential District
Date: March 31, 2016

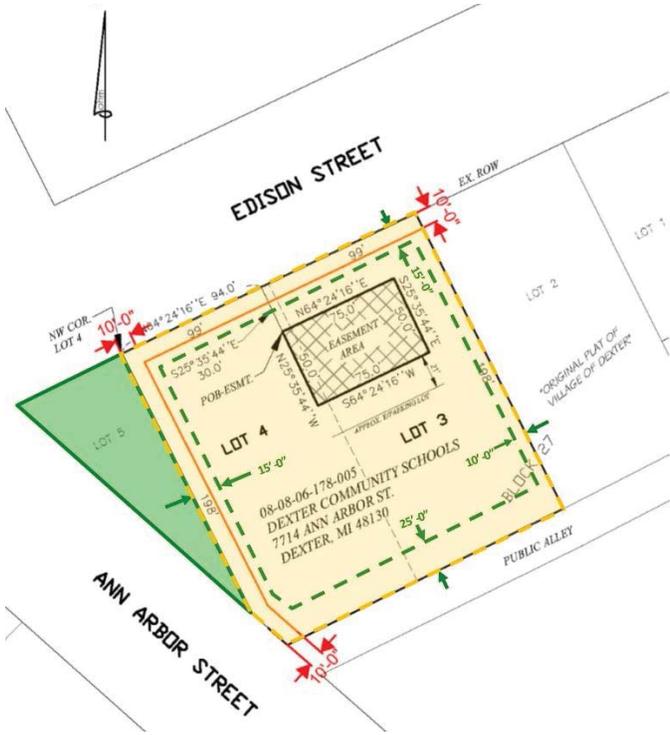
The Planning Commission will be asked to consider a text amendment during a public hearing on May 2, 2016. The city is initiating a text amendment to Article II, §2.02 Definitions and Article X, R-1A and R-1B One Family Residential District, to facilitate the installation of playground equipment at an expanded Lion's Park.

The text amendment to the zoning ordinance would allow noncommercial parks and recreational facilities, commonly referred to as public parks, as a principal permitted use in all zoning districts, with the exception of the RD, Research and Development and I-1, Limited Industrial zoning districts. Currently, Lion's Park is a small triangular shaped parcel located at the corner of Edison and Ann Arbor Streets. Since 2014, the City, Dexter Community Schools and the Lion's Club have been working to expand Lion's Park and to install new playground equipment. The City owns Lion's Park, and Dexter Community Schools owns the property where the Park would be expanded and the playground equipment would be installed.

Lion's Park (in green) is zoned PP, Public Park. The property adjacent to the east (in yellow), which is owned by Dexter Community School, is zoned R-1B, One Family Residential District. Noncommercial parks and recreational facilities (i.e. public parks and playground equipment) are not permitted as principal or special land uses in the R-1B District.

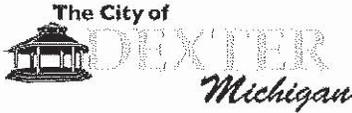
The timing of this proposed text amendment dovetails with the Planning Commission's discussion of the proposed District Use Table during its March 7, 2016 worksession. You will recall the direction given to the Planning Consultant was to add noncommercial parks and recreational facilities as a principal permitted use in all zoning districts, with the exception of the RD, Research and Development and I-1, Limited Industrial zoning districts.

With plans to install the new playground equipment scheduled for June 19, 2016, we cannot wait for the zoning ordinance update to be completed. Following the public hearing to consider the text amendment, the Planning Commission will also be asked to consider a site plan for the playground. Accompanying this memo you will find the applications for site plan review and zoning ordinance text amendment.



In anticipation of the May 2, 2016 public hearing, the following text amendments to the zoning ordinance (text to be added is underlined; ~~strikeout~~ text to be deleted) will be proposed:

1. Amend Article II, Definitions, §2.02 Definitions to add a definition of a Public Park, as follows:
 - Noncommercial parks and recreational facilities – Any developed land intended for active and passive recreational pursuits, within the jurisdiction and control of a governmental agency. Commonly referred to as a public park.
2. Amend Article X, R-1A and R-1B, One Family Residential District, Section 10.02 Permitted Principal Uses to add Public Park, as follows:
 - H. Noncommercial parks and recreational facilities.



OFFICE OF COMMUNITY DEVELOPMENT

8140 Main Street • Dexter, Michigan 48130-1092 • (734) 426-8303 • Fax (734) 426-5614

APPLICATION FOR REZONING AND/OR ZONING ORDINANCE AMENDMENTS

TA 202016-01

Application is being made for: Rezoning from _____ to _____
 Zoning Ordinance Text Amendment
 Zoning Ordinance Map Amendment

Property Address: Vacant Edison St Tax ID Number: 08-08-06-078-005

Proposed Use: public park-playground

Applicant Name: City of Dexter Phone: 734-580-2233

Applicant Address: 8140 Main St, Dexter, MI 48130

Email Address: maniol@dextermi.gov Mobile Phone: _____

Property Owner Name: Dexter Community Schools Phone: 734-424-4100

Property Owner Address: 7714 Ann Arbor St, Dexter MI 48130

Email Address: timmsa@dexterschools.org Mobile Phone: _____

Application Procedure: Please check if the following information is being provided, and attach the required documents to this application.

Yes	No	
	N/A	Rezoning only: A legal description and street address of the subject property, together with a map identifying the subject property in relation to surrounding properties.
✓		The name and address of the owner of the subject site and a statement of the applicant's interest in the subject site if not the owner in fee simple title.
	N/A	The existing and proposed zoning district designation of the subject property.
✓		The land use classification of the subject site as illustrated in the City's Master Plan.
✓		Amendment only: A general description of the proposed amendment and rationale for the change.
	N/A	A written description of how the requested rezoning meets Section 23.05 "Criteria for Amendment of the Official Zoning Map", or Section 23.06 "Criteria for Amendments to the Zoning Ordinance Text".

Application for Rezoning and/or Zoning Ordinance Amendment Page 2

I understand that if this request is denied, the City will not reconsider it for a period of 365 days from date of denial.

Owner's Signature

Date


Applicant's Signature

3/31/16
Date

Staff Review: Fee: \$750 + \$40/acre + Escrow Deposit

Date Received: N/A

Receipt # _____

Approved

Denied

REASONS FOR APPROVAL: _____

REASONS FOR DENIAL: _____

Planning Commission Action: Approved Denied Date: _____

City Council Action: Approved Denied Date: _____

APPROVAL STAMP:



OFFICE OF COMMUNITY DEVELOPMENT

8140 Main Street • Dexter, Michigan 48130-1092 • (734) 426-8303 • Fax (734) 426-5614

CITY OF DEXTER

SITE PLAN REVIEW & SPECIAL USE APPLICATION

Application is being made for: Preliminary Site Plan Review Final Site Plan Review
 Combined Site Plan Special Use Permit

Property Address: vacant Edison St

Tax ID Number: 08-08-06-178-005

Proposed Use: Public Park - Playground

Zoning District: R1-B One Family Residential

Property Owner Name: Dexter Community Schools Phone: 734-424-4100

Property Owner Address: 7714 Ann Arbor St Dexter, MI 48130

Applicant Name: City of Dexter Phone: 734-426-8303

Applicant Address: 8140 Main St, Dexter, MI 48130

Representative (e.g. Engineer) Name: Justin Brewer Phone: 734-500-2234

Representative Address: 8140 Main St, Dexter MI 48130

Regulations and Standards: Applicant must complete the following and applicable standards must be noted on the site plan.

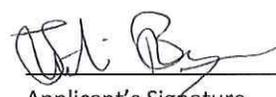
	Plan Submitted	Requirement	
1. Front Yard Setback (ft)	<u>30'</u>	<u>15'</u>	check here if corner lot
2. Side Yard Setback (ft)	<u>37.5</u>	<u>10'</u>	
3. Rear Yard Setback (ft)	<u>118'</u>	<u>35'</u>	
4. Lot Coverage (%) (7a/6)	<u>N/A</u>	<u>30%</u>	
5. Height (ft)	<u>N/A</u>	<u>35'</u>	
6. Total Site Area (ft)	<u>39,204 sq ft (0.9 ac)</u>	<u>N/A</u>	
7a. Building Coverage (ft)	<u>N/A</u>	<u>N/A</u>	
7b. Floor Area (ft)	<u>N/A</u>	<u>N/A</u>	

Special Use Form - Page 2

	Plan Submitted	Requirement
8. Floor Area Ratio (7b/6)	N/A	N/A
9. Total Paved Area (ft)	N/A	N/A
10. Total Impervious Cov. (7a+9)/6	N/A	N/A
11. Number of Parking Stalls	N/A	N/A
12. Density (6/13)	N/A	N/A
13. Number of Units (Residential)	N/A	
14. For Multi-Family:		
Efficiency	N/A	N/A
1 Bedroom	N/A	N/A
2 Bedroom		

Additional required information for Special Use Permit:

- 15. Statement describing the use proposed. This should include information about the hours of operation, number of employees and clients, type of programming or services, traffic expected to be generated, and any other pertinent information and/or site development characteristics.
- 16. All applications are presented to the Planning Commission at a public hearing for a recommendation prior to begin forwarded to the City Council for final consideration. Therefore, all applications must be submitted four weeks prior to 1st Monday of month in order to ensure proper notice time and preparation time. Incomplete applications cannot be processed.

	<u>3/24/16</u>		<u>3/24/16</u>
Owner's Signature	Date	Applicant's Signature	Date

Staff Review: Fee: _____ Date Received: _____ Receipt # _____

Planning Commission Review Date: _____ Council Review Date: _____

_____ Approved _____ Denied Reviewed by: _____

REASONS FOR DENIAL: _____

EXISTING NON-CONFORMITIES/VARIANCES GRANTED: _____

APPROVAL STAMP:

L: 5142 P: 917 6309583 EAS
03/21/2016 01:59 PM Total Pages: 8
Lawrence Kestenbaum, Washtenaw Co



2

EASEMENT AGREEMENT

DEXTER COMMUNITY SCHOOLS, a Michigan general powers school district organized and operating under the provisions of the Revised School Code, MCL 380.1, *et seq.*, as amended, whose address is 7714 Ann Arbor Street, Dexter, Michigan 48130 (the "Grantor"), and the **CITY OF DEXTER**, a Michigan municipal corporation, whose address is 8140 Main Street, Dexter, Michigan 48130 (the "Grantee") make and enter in to this **EASEMENT AGREEMENT** (this "Agreement") on October 26, 2015 (the "Effective Date"). The Grantor and the Grantee shall individually be referred to as a "Party" and collectively, the "Parties".

Recitals:

- A. Grantor owns a parcel of land, located in the City of Dexter, County of Washtenaw, State of Michigan, more particularly described by the attached Exhibit A (the "Parcel").
- B. A portion of the Parcel is suitable for use as a playground and related recreational purposes, which portion is shown and described on the attached Exhibit B (the "Playground Area").
- C. Grantee desires to construct and install various pieces of playground equipment and related recreational equipment (the "Equipment") on the Playground Area for the benefit of residents of the City of Dexter and the Dexter Community School district, and Grantor is willing to allow the parcel to be used for these purposes. The term Equipment also includes any playground equipment or related recreational equipment added after the initial installation.

Agreement:

Therefore, based on the Recitals, the mutual covenants stated below, and for the sum of One and 00/100 Dollars (\$1.00) and other good and valuable consideration, the receipt and adequacy of which is acknowledged, and with the intent to be legally bound, the Parties agree as follows:

1. The Grantor grants and conveys to the Grantee, for the benefit of the Grantee, a nonexclusive, perpetual easement for the installation, maintenance, repair and replacement of the Equipment on the Playground Area, as well as a nonexclusive, perpetual easement for ingress and egress purposes to the Playground Area over and across the Parcel and Playground Area (the "Easement" or this "Easement").

2. After the Grantee installs any Equipment, the Grantee shall, at its sole cost and expense, maintain, repair and replace the Equipment, in good working order and in a safe condition, although the Grantee may remove any or all of the Equipment at any time.

Time Submitted for Recording
Date 3-21-2016 Time 1:30 pm
Lawrence Kestenbaum
Washtenaw County Clerk/Register



3. The Grantee may undertake routine or general maintenance or repair of the Equipment at any time during the weekdays between the hours of 7:00 AM and 5:00 PM, without notice to the Grantor. Prior to undertaking any work to install, replace or remove any of the Equipment, and prior to any type of work to be performed by the Grantee's third party contractors, the Grantee shall provide the Grantor with notice. Notice may be given via telephone or electronic mail delivered to the number or email address provided here:

Telephone: (734) 424-4100
Email: timmisc@dexterschools.org

If the Grantor desires, the Grantee shall send a written confirmation of notice to the Grantor as follows:

Dexter Community Schools
Attn: Superintendent of Schools
7714 Ann Arbor Street
Dexter, Michigan 48130-1322

-and-

Dexter Community Schools
Attn: Chief Financial Officer
7714 Ann Arbor Street
Dexter, Michigan 48130-1322

The Grantee shall use good faith efforts to undertake any work at such a time as would cause the least amount of interference or disruption to the Grantor's use of the Parcel. Notwithstanding the above, if there exists some type of emergency which requires immediate work on the Equipment, the Grantee may immediately enter the Parcel and Playground Area in order to perform such work, and shall inform the Grantor, in writing, as soon as possible about the emergency condition and the Grantee's entry to perform such work.

4. To the extent permitted by law, the Grantee shall indemnify, defend and hold the Grantor free and harmless of, from and against any and all claims, damages, liabilities, costs and expenses, of every nature and kind whatsoever, including reasonable attorney fees and court costs, arising from or on account of any act, event, occurrence, omission or other event on, relating to or otherwise arising on account of the use of the Parcel (when used for playground purposes), the Playground Area, or the Easement.

5. The Grantor, its successors and assigns, reserves the right to construct and maintain or cause to be constructed and maintained, gas, storm and sanitary sewer pipes and conduits, and other utilities ("Utilities") over, across, through and under the Playground Area and to construct and to make such other use or uses of the Playground Area consistent with the purpose of this Easement as it does not unreasonably interfere with the Grantee's use thereof. If Grantor must remove Equipment in order to construct or maintain Utilities, it shall restore the Equipment to the condition prior to removal.

6. This Easement shall cease, terminate and be discontinued at such time as this Playground Area is no longer used for playground and related recreational purposes. The Grantee shall thereafter have no further interest or rights in the Playground Area. At the Grantor's option, upon termination of

this Easement, the Grantee, at its expense, shall (i) remove the Equipment and return the Playground Area to the condition it was in prior to granting this Agreement; and (ii) record a Termination of Easement in a form acceptable to the Grantor with the Washtenaw County, Michigan, Register of Deeds.

7. In the event the Grantee breaches or fails to comply with any of the terms and conditions contained in this Agreement, it shall pay all of the Grantor's costs, including without limitation reasonable attorneys' fees which the Grantor incurs as a result of the Grantee's breach or other failure to comply with the terms and conditions in this Agreement.

8. The Grantee and all users of the Playground Area shall comply, in all respects, with the Grantor's current and future policies, rules and regulations governing the Parcel, Playground Area, and this Easement.

9. This Agreement and the Easement is intended to and shall run with the land, and shall be a burden on the Parcel and bind the Grantor and its successors and assigns and shall inure to the benefit of the Grantee and its successors and assigns.

10. No termination, amendment or waiver of any of the provisions of this Agreement shall be effective unless in writing signed by the Parties. No waiver of any of the provisions of this Agreement shall be effective unless it is in writing, signed by the Party against whom it is asserted, and any such written waiver shall only be applicable to the specific instance which it relates and shall not be deemed to be a continuing and permanent waiver unless so specifically stated. The provisions of this Agreement are severable; if any section, paragraph, sentence or provision hereof shall be determined to be invalid or unenforceable, it shall not affect the validity of any remaining provisions herein and all remaining provisions shall be given full force and effect separately from the invalid or unenforceable section, paragraph, sentence or provision.

11. This Agreement may be executed in any number of counterparts, and when fully executed by all Parties, shall be deemed one and the same instrument binding upon all Parties.

12. Nothing contained in this Agreement shall constitute any waiver by the Grantor or the Grantee of their rights and defenses, including without limitation, the defense of governmental immunity.

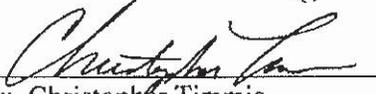
13. The Easement granted hereunder is not intended, nor shall it be construed, to create any rights in or for the benefit of the general public or any other third party, but only in the Grantee.

This document is exempt from state and county transfer taxes pursuant to MCL 207.505(h)(i) and MCL 207.526(h)(i).

IN WITNESS WHEREOF, the undersigned have caused their signatures to be placed on the day and year first above written.

Grantor:

**Dexter Community Schools,
a Michigan general powers school district**



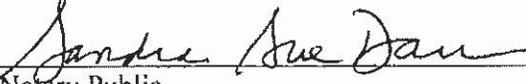
By: Christopher Timmis

Its: Superintendent of Schools

Dated: 2/11/16

STATE OF MICHIGAN)
) ss:
COUNTY OF Washtenaw)

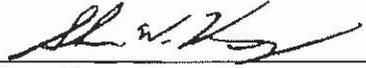
The foregoing instrument was acknowledged before me this 11 day of February, 2016, by Christopher Timmis, Superintendent of Schools, on behalf of Dexter Community Schools, a Michigan general powers school district.

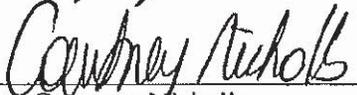

Notary Public
Washtenaw County, Michigan
My Commission Expires: 2-7-2019
Acting in Washtenaw County

Sandra Darr JB
 3/21/16

Grantee:

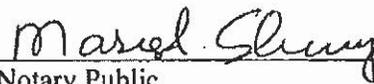
**City of Dexter,
a Michigan municipal corporation**


By: Shawn Keough
Its: Mayor
Dated: 2/22/2016


By: Courtney Nicholls
Its: City Manager
Dated: 2/22/16

STATE OF MICHIGAN)
) ss:
COUNTY OF Washtenaw)

The foregoing instrument was acknowledged before me this 22nd day of February, 2016, by Shawn Keough, Mayor of the City of Dexter, a Michigan municipal corporation, and by Courtney Nicholls, Manager of the City of Dexter, a Michigan municipal corporation, on behalf of the corporation.


Notary Public
Washtenaw County, Michigan
My Commission Expires: 11/16/21
Acting in Washtenaw County

- Exhibit A Playground Area Easement Sketch
- Exhibit B Playground Area Easement Description

**MARIE SHERRY
NOTARY PUBLIC - STATE OF MICHIGAN
COUNTY OF WASHTENAW
My Commission Expires November 16, 2021
Acting in the County of Washtenaw**

Drafted by and after recording return to:
Scott E. Munzel (P39818)
Scott E. Munzel, P.C.
603 W. Huron Street
Ann Arbor, MI (734) 994-6610

Reviewed and revised by (11/5/14):
Gordon W. VanWieren, Jr., Esq.
Thrun Law Firm, P.C.
2900 West Road, Suite 400
East Lansing, Michigan 48823
(517) 484-8000

PLAYGROUND AREA EASEMENT SKETCH

Exhibit "A"



LEGEND

- ROW RIGHT-OF-WAY
- ⊙ PUBLIC LAND CORNER
- POB POINT OF BEGINNING



SCALE: 1" = 60'

PLAYGROUND AREA EASEMENT

PART OF THE NE 1/4 OF SECTION 6
 T.2S., R.5E., CITY OF DEXTER, WASHTENAW COUNTY, MI
TAX ID NO.: 08-08-06-178-005



34000 Plymouth Road | Livonia, MI 48150
 p (734) 522-6711 | f (734) 522-6427

Advancing Communities

CLIENT: CITY OF DEXTER

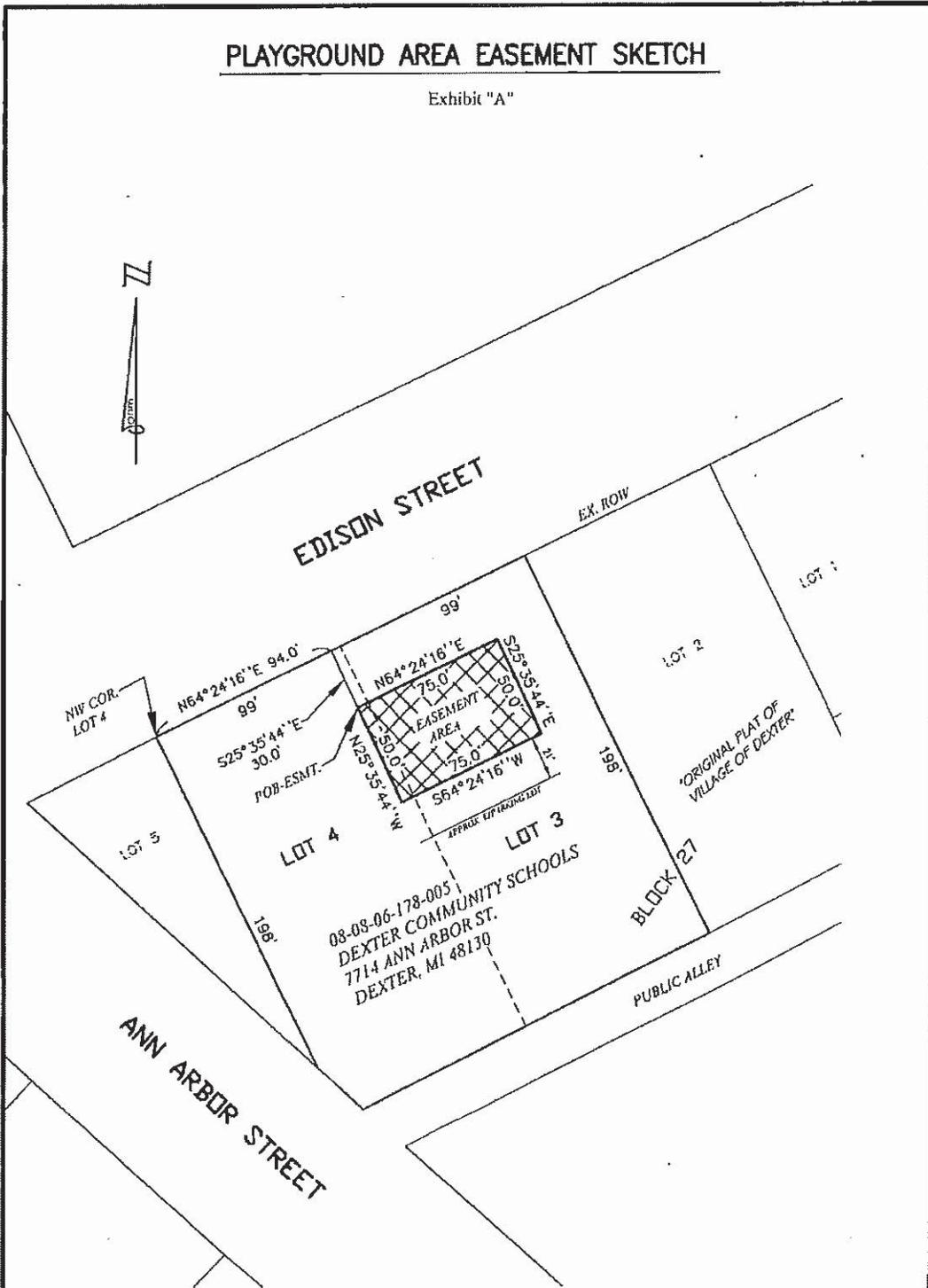
DATE: 09-25-15
 DRAWN BY: SH
 DWS: 06-178-005

SHEET
1 OF 3

JOB NO.
0130-15-0011

PLAYGROUND AREA EASEMENT SKETCH

Exhibit "A"



LEGEND

- ROW RIGHT-OF-WAY
- ⊙ PUBLIC LAND CORNER
- POB POINT OF BEGINNING
- ▨ PLAYGROUND EASEMENT



SCALE: 1" = 60'

PLAYGROUND AREA EASEMENT

PART OF THE NE 1/4 OF SECTION 6
 T.2S., R.5E., CITY OF DEXTER, WASHTENAW COUNTY, MI
 TAX ID NO.: 08-08-06-178-005

CLIENT: CITY OF DEXTER



34000 Plymouth Road | Livonia, MI 48150
 p (734) 522-6711 | f (734) 522-6427

Advancing Communities

DATE: 09-25-15	SHEET: 2 OF 3	JOB NO.: 0130-15-0011
DRAWN BY: SH		
DWG: 06-178-005		

PLAYGROUND AREA EASEMENT DESCRIPTION

Exhibit "B"

PARCEL DESCRIPTION (08-08-06-178-005)
 (PER WASHTENAW COUNTY TAX ROLLS)

A parcel of land situated in the NE 1/4 of Section 6, Town 2 South, Range 5 East, City of Dexter, Washtenaw County, Michigan, described as follows:

Lots 3 & 4, Block 27, "Original Plat of Village of Dexter", according to the plat thereof as recorded in Liber 27, Pages 522-523 of Plat, Washtenaw County Records. Subject to all easements and restrictions of record, if any.

PLAYGROUND AREA EASEMENT

A parcel of land situated in the NE 1/4 of Section 6, Town 2 South, Range 5 East, City of Dexter, Washtenaw County, Michigan, described as follows:

Commencing at the NW corner of Lot 4, Block 27, "Original Plat of Village of Dexter", according to the plat thereof as recorded in Liber 27, Pages 522-523 of Plat, Washtenaw County Records; thence N 64°24'16" E 94.0 feet, more or less, along the Southerly right of way line of Edison Street; thence S 25°35'44" E 30.0 feet to the Point of Beginning; thence N 64°24'16" E 75.0 feet; thence S 25°35'44" E 50.0 feet; thence S 64°24'16" W 75.0 feet; thence N 25°35'44" W 50.0 feet to the Point of Beginning.

Contains 3,750 square feet or 0.09 acres of land. Subject to all easements and restrictions of record, if any.

PLAYGROUND AREA EASEMENT

PART OF THE NE 1/4 OF SECTION 6
 T.2S., R.5E., CITY OF DEXTER, WASHTENAW COUNTY, MI
TAX ID NO.: 08-08-06-178-005

CLIENT: CITY OF DEXTER



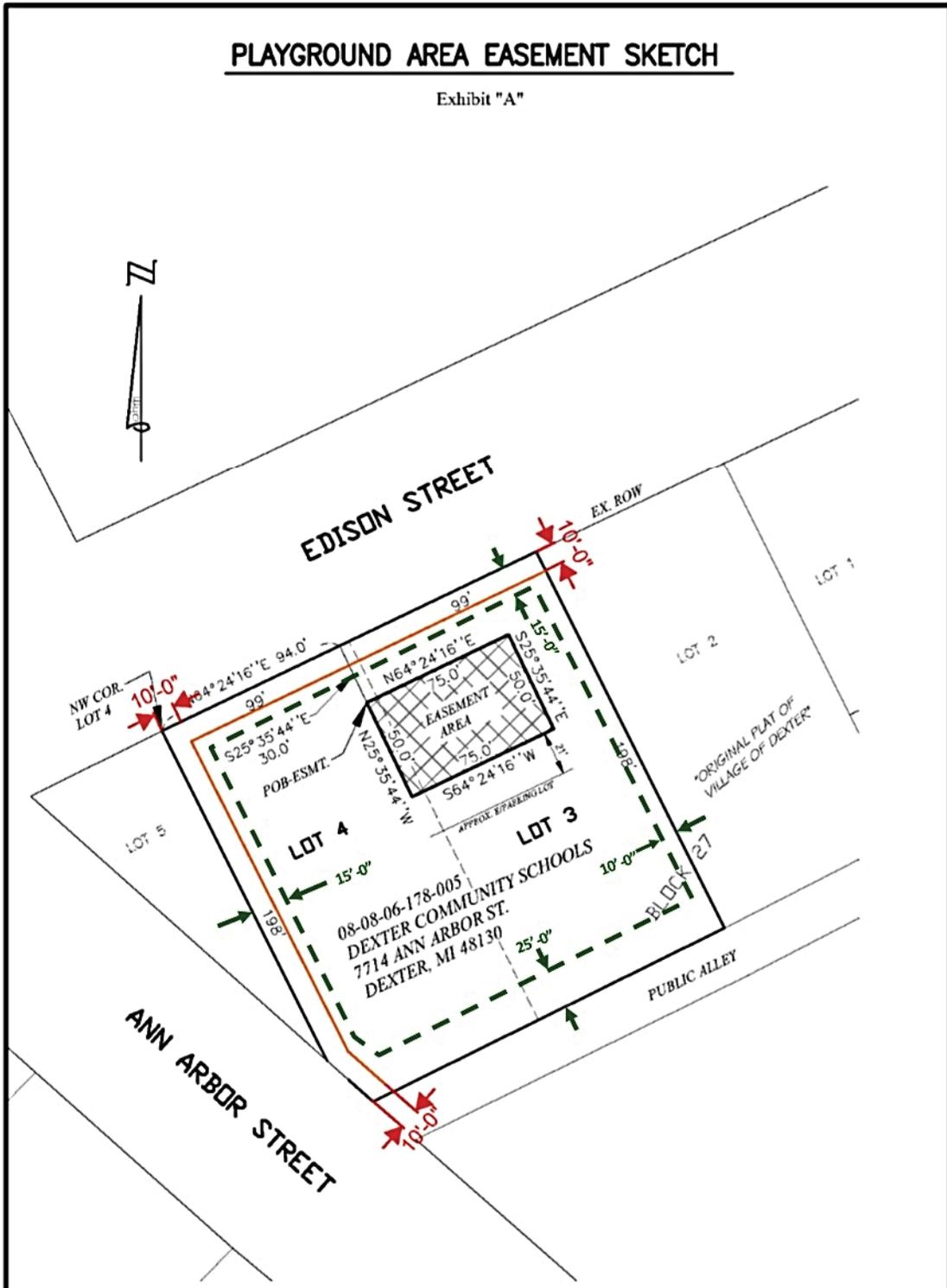
34000 Plymouth Road | Livonia, MI 48150
 p (734) 522-6711 | f (734) 522-6427

Advancing Communities

DATE:	09-25-15	SHEET	JOB NO.
DRAWN BY:	SH	3 OF 3	0130-15-0011
DWG:	08-178-005		

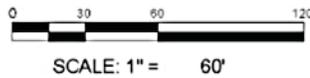
PLAYGROUND AREA EASEMENT SKETCH

Exhibit "A"



LEGEND

- ROW RIGHT-OF-WAY
- PUBLIC LAND CORNER
- POB POINT OF BEGINNING
- PLAYGROUND EASEMENT



PLAYGROUND AREA EASEMENT

PART OF THE NE 1/4 OF SECTION 6
T.2S., R.5E., CITY OF DEXTER, WASHTENAW COUNTY, MI
TAX ID NO.: 08-08-06-178-005

CLIENT: CITY OF DEXTER



34000 Plymouth Road | Livonia, MI 48150
p (734) 522-6711 | f (734) 522-6427

Advancing Communities

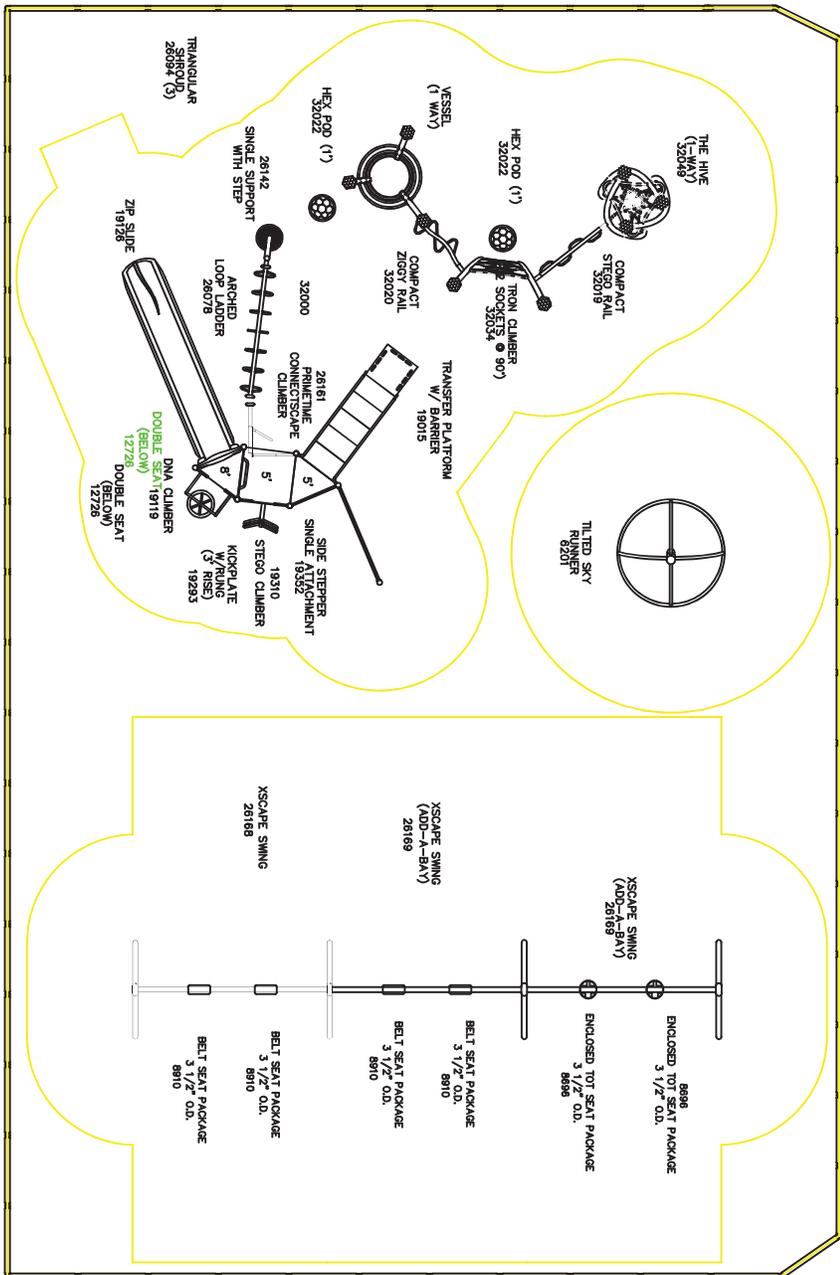
DATE: 09-25-15
DRAWN BY: SH
DWG: 06-178-005

SHEET
2 OF 3

JOB NO.
0130-15-0011



**CITY OF DEXTER
Edison Street Park - Option Five (1)**



Parking Lot

72'

48'



4 PlayCore Systems

150 PlayCore Drive SE
Fort Payne, AL 35967
www.gametime.com



City of Dexter
Edison Street Park
Option Five
Representative
Sinclair Recreation

This Unit includes play events and for special needs users. It is the option of the manufacturer that these play events and routes of travel conform to the ADA (Americans with Disabilities Act)

Total Elevated Play Components	Total Elevated Play Components Accessible By Ramp	Total Elevated Components Accessible By Transfer	Total Accessible Ground Level Components Shown	Total Different Types Of Ground Level Components
0	0	0	0	0

This play equipment is recommended for children ages 5-12

Minimum Area Required:
Scale: 1" = 5'-0"
This drawing can be scaled only when in an 18" x 24" format

IMPORTANT: Soft resilient surfacing should be placed in the use zones of all equipment, as specified for each type of equipment, and at depths to meet the critical fall heights as specified by the U.S. Consumer Product Safety Commission, ASTM standard F 1487 and Canadian Standard CAN/CSA-Z-614

Drawn By: DLS
Date: 5-4-15 / 6-24-15 / 7-31-15
Drawing Name: Dexter - Option five-1