



**CANTON ADMINISTRATION BUILDING
1150 S. CANTON CENTER ROAD
CANTON, MI 48188
REGULAR BOARD MEETING
NOVEMBER 23, 2021**

To mitigate the spread of the COVID-19 pandemic, protect the public health, and provide essential protections to Canton Township residents; the Canton Township Board of Trustees will also offer this meeting by video teleconference.

Individuals may attend the meeting in person or join the video teleconference by going to:

<https://us02web.zoom.us/j/83131576482>

1-301-715-8592 (83131576482#) or 1-312-626-6799 (83131576482#)

Or Telephone:

1-301-715-8592 or 1-312-626-6799

Webinar ID: 831 3157 6482

International numbers available: <https://us02web.zoom.us/j/83131576482>

7:00 P.M.:

CALL TO ORDER

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

ADOPTION OF AGENDA

APPROVAL OF MINUTES: NOVEMBER 9, 2021

PUBLIC COMMENT ON AGENDA ITEMS ONLY

PAYMENT OF BILLS

PUBLIC HEARING:

- 1) PUBLIC HEARING AND ADOPTION OF FISCAL YEAR 2022 BUDGET

CONSENT CALENDAR:

- 1) CONSIDER 2022 ZONING BOARD OF APPEALS MEETING DATES (MSD)
- 2) CONSIDER CONTINUATION OF TWO CONTRACTS WITH GREAT LAKES CONTRACTING SOLUTIONS, LLC FOR THE MILLAGE ROAD IMPROVEMENT PROGRAM (MSD)

GENERAL CALENDAR:

- 1) CONSIDER SPECIAL LAND USE AMENDMENT TO EXPAND INDOOR PET BOARDING AND TRAINING FACILITY FOR DOGOLOGY UNIVERSITY (MSD)

- 2) CONSIDER APPROVAL OF THE MONARK GROVE SITE PLAN (MSD)
- 3) CONSIDER FINAL APPROVAL OF THE REDWOOD MARKETPLACE CANTON PLANNED DEVELOPMENT DISTRICT (MSD)
- 4) CONSIDER INCREASE OF AWARD OF C.D.B.G. HOUSING REHABILITATION CONTRACT (FBD)
- 5) CONSIDER APPROVING ON-SITE MEDICAL SERVICES FOR FIREFIGHTER PHYSICAL EXAMS (FIRE)
- 6) CONSIDER APPROVAL OF 2.00% ACROSS THE BOARD WAGE INCREASE FOR MERIT (FULL-TIME, NON-UNION) EMPLOYEES FOR THE 2022 FISCAL YEAR (SUPERVISOR)

PUBLIC COMMENT
BOARD COMMENT
ADJOURN

ACCESS TO PUBLIC MEETINGS

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

**Charter Township of Canton
Board Proceedings – November 9, 2021**

A regular meeting of the Board of Trustees of the Charter Township of Canton was held Tuesday, November 9, 2021, in-person and virtually. Supervisor Graham-Hudak called the meeting to order at 6:35 p.m.

Members Present: Borninski, Graham-Hudak, Siegrist, Slavens, Sneideman
Members Absent: Foster, Ganguly

Closed Session: Discuss Pending Litigation (FP Development VS Canton)

Motion by Siegrist, supported by Slavens to move to a closed session regarding Pending Litigation (FP Development VS Canton). Motion carried unanimously by roll call vote.

Motion by Siegrist, supported by Borninski to return to the open meeting. Motion carried unanimously.

Adoption of Agenda:

Motion by Siegrist, supported by Slavens to adopt the agenda as amended adding items C-4 and G-6. Motion carried unanimously.

Approval of Minutes:

Motion by Siegrist supported by Borninski to approve the October 26, 2021 Board minutes as presented. Motion carried unanimously.

Public Comment: Public comment was held.

Payment of Bills:

Motion by Slavens supported by Sneideman to approve the payment of bills as presented. Motion carried unanimously.

CHARTER TOWNSHIP OF CANTON EXPENDITURE RECAP FOR THE TOWNSHIP BOARD MEETING OF November 9, 2021		
101	GENERAL FUND	435,235.57
204	ROADS FUND	433,198.63
206	FIRE FUND	237,752.63
207	POLICE FUND	515,314.24
208	SUMMIT OPERATING (General)	109,747.60
219	STREET LIGHTING	0.00
230	CABLE TV FUND	7,003.56
246	TWP (COMMUNITY) IMPROVEMENT	6,722.43
248	DDA - CANTON	19,380.83

261	E-911 UTILITY	0.00
265	ORGANIZED CRIME - DRUG ENFORCEMENT	47,623.72
274	CDBG	6,167.20
276	NSP GRANTS FUND	0.00
285	ARPA FUND	3,872.66
401	CAP PROJ - ENERGY PROJECT	18,686.00
402	CAP PROJ - SUMMIT CONSTR	0.00
403	CAP PROJ - ROAD PAVING	0.00
584	GOLF FUND	35,486.45
592	WATER & SEWER FUND	1,038,706.30
596	SOLID WASTE	1,595.66
661	FLEET	45,047.95
701	TRUST & AGENCY FUND	19,949.16
702	CUSTODIAL FUND	478.00
736	POST EMPLOYMENT BENEFITS	141,591.79
852	SPECIAL ASSESSMENT DEBT	0.00
301	ENERGY PROJECT DEBT SVCE FUND	205,649.21
302	CAPITAL PROJECT DEBT SERVICE FUND	0.00
TOTAL - ALL FUNDS		3,329,209.59

Presentation:

1) Swearing in of New Youth Advisory Council Members

Public Hearing:

Item PH-1. Host Public Hearing and Consider Approval of Canton Leisure Services Five-Year Recreation Master Plan 2022-2026

Motion by Siegrist, supported by Sneiderman to open Public Hearing at 7:59 p.m. to hear comments on Canton Leisure Services Five-Year Recreation Master Plan 2022-2026. Motion carried unanimously.

Motion by Siegrist, supported by Slavens to close the Public Hearing at 8:00 p.m. after hearing no comments on the Canton Leisure Services Five-Year Recreation Master Plan 2022-2026. Motion carried unanimously.

Motion by Siegrist, supported by Sneiderman to adopt the Canton Leisure Services Five-Year Recreation Master Plan 2022-2026 resolution as presented. Motion carried unanimously.

Consent Calendar:

Item C-1. Consider Second Reading of an Amendment to Appendix A – Zoning of the Code of Ordinances Regarding Alexandra & Ariana, LLC Rezoning

Motion by Siegrist, supported by Borninski to move to remove from the table and hold the second reading of the proposed amendment to Appendix A – Zoning of the Code of Ordinances of the Charter Township of Canton as provided in the attached ordinance, which rezones the south ½ of the

vacated alley adjacent to Lot 404 and the north 30 feet of Lot 404 of McIntyre Manor Subdivision at 44125 Ford Road (parcel no. 71-057-01-0013-301) from OSP, Off-Street Parking and Central Business District (CBD) Overlay to C-2, Community Commercial, and Central Business District (CBD) Overlay, as presented. Motion carried unanimously.

Motion by Siegrist, supported by Borninski to move to adopt and publish the second reading of the ordinance amending Appendix A – Zoning of the Code of Ordinances of the Charter Township of Canton which rezones a 3.8-acre portion of parcel no. 024-99-0010-000 from RR, Rural Residential to R-1, Single Family Residential, which rezones the south ½ of the vacated alley adjacent to Lot 404 and the north 30 feet of Lot 404 of McIntyre Manor Subdivision at 44125 Ford Road (parcel no. 71-057-01-0013-301) from OSP, Off-Street Parking and Central Business District (CBD) Overlay to C-2, Community Commercial, and Central Business District (CBD) Overlay, as shown in the attached zoning map. Motion carried unanimously.

Item C-2. Consider Authorization of a Purchase Order to The Mannik & Smith Group, Inc. (MSG) for Professional Engineering Services for the 2021 Road Improvement Program – Intersection Design

Motion by Siegrist, supported by Borninski to approve the following budget amendment:

Increase Revenue:

204-000.695 Fund Balance Appropriation \$158,950

Increase Expenditure:

204-446-11.970_0050 Capital Outlay Infrastructure \$158,950

And to move to approve a purchase order contract for the 2021 Road Improvement Program – Intersection Design to The Mannik & Smith Group, Inc. in the amount of \$158,950. Motion carried unanimously.

Item C-3. CONSIDER APPROVAL OF SETTLEMENT IN THE MATTER OF SPENCER V CANTON

Motion by Siegrist, supported by Borninski to approve the proposed settlement with the Plaintiff, and further authorize the Township Supervisor to sign any documents necessary to effect the settlement on behalf of Canton Township. Motion carried unanimously.

Item C-4. Consider approval to add to the previously awarded contract for the Demolition of 880 and 890 Lotz Rd N, by adding the last property 870 Lotz Rd. N and including a \$5,000 cost increase for the entire project due to time delays and an increase in costs.

Motion by Siegrist, supported by Borninski to move to authorize the Building Official to award a contract to Berkshire Development for an amount not to exceed \$9,800.00 for the demolition of the property located at 870 Lotz Rd N, and authorize the Building Official to compensate Berkshire Development up to \$5,000.00 for additional costs incurred on the total demolition project for all three properties. Motion carried unanimously.

General Calendar:

Item G-1. Consider Anand Village Condominium Preliminary Site Plan

Motion by Siegrist, supported by Sneiderman approve the resolution as presented.

RESOLUTION OF
BOARD OF TRUSTEES
CHARTER TOWNSHIP OF CANTON, MICHIGAN

Approval of the Preliminary Site Plan for Anand Village Detached Condominiums

WHEREAS, the Project Sponsor has requested approval of the Preliminary Site Plan for Anand Village, which is a detached condominium project located at the southeast corner of Geddes Rd. and Denton Rd.; and,

WHEREAS, the Planning Commission reviewed the Preliminary Site Plan for Anand Village and voted 6-0 to recommend approval of the request with conditions, as it meets the design requirements of the Zoning Ordinance and Condominium Ordinance;

NOW THEREFORE BE IT RESOLVED, the Board of Trustees of the Charter Township of Canton, Michigan does hereby approve the Preliminary Site Plan for Anand Village Detached Condominiums on tax parcel no. 126-99-0008-701, subject to all applicable state and local development regulations.

Motion carried unanimously.

Item G-2. Consider Approval to Schedule Show Cause Hearings for One Property Subject to Dangerous Building Hearing Orders

Motion by Siegrist, supported by Slavens to move to approve the date of December 14, 2021, at 6:15 pm for the purposes of conducting show cause hearings for the properties that failed to comply with the deadlines imposed by the Dangerous Buildings Hearing Officer for those properties. Motion carried unanimously.

Item G-3. Approve Purchase of Four Digital Editing Computers for the Cable Studio

Motion by Siegrist, supported by Borninski to move to authorize the purchase of four Digital Editing computers from Origin PC, 12400 SW 134th court, Unit #8, Miami, Florida in the amount of \$25,436 to be taken from Account #230-250.970_0010, Capital Outlay Computers and Equipment. Motion carried unanimously.

Item G-4. Consider Approval of Contract with Audience View Ticketing System

Motion by Siegrist, supported by Slavens to approve a 5-year contract agreement with Audience View Pro, 1500 Broadway, 7th floor, New York, NY 10036, pending approval of the final contractual language by the Township Attorney.

To Approve the following budget amendment:

Decrease:

Salaries and Wages Part-time	101-761-55.703_0015	\$15,000
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Increase:

Capital Outlay Computers & Equipment	101-761-50.970_0010	\$15,000
Capital Outlay Computers and Equipment		

To approve the purchase of additional computer hardware equipment not to exceed \$15,000, which is necessary in conjunction with the new ticketing system. Motion carried unanimously.

Item G-5. Consider Waiving the Bidding Process for the Purchase of the Apex Officer Training Simulator and an Associated 2021 Police Budget Amendment

Motion by Siegrist, supported by Sneiderman to approve waiving the bidding process due to sole-source provider, and approve the purchase of the Apex Officer Training Simulator from Govred Technology, Inc., in the amount of \$62,500; and to approve the below amendment to the 2021 Police Budget increasing the Fund Balance Appropriation and Capital Machinery & Equipment Accounts.

<i>Increase 2021 Police Revenues:</i>		
Fund Balance Appropriation:	#207-000.695	\$37,500

<i>Increase 2021 Police Appropriations:</i>		
Capital Outlay Machinery & Equipment:	#207-301-50.970.0030	\$37,500

Motion carried unanimously.

Item G-6. Consider Amendment to Operations Policy Seven (O:07) Procedure for Conduct of Township Board Meetings

Motion by Siegrist, supported by Slavens to approve Operations Policy Seven the proposed amendments to Operations Policy Seven as presented. Motion carried unanimously.

Additional Public comment was held.

Additional Board comment was held.

Adjourn: Motion by Siegrist, supported by Slavens to adjourn the meeting at 8:47 p.m. Motion carried unanimously.

Michael A. Siegrist, Clerk

Anne Marie Graham-Hudak, Supervisor

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: November 23, 2021

AGENDA ITEM #PH-1

<u>ITEM:</u> Public Hearing and Adoption of Fiscal Year 2022 Budget
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PRESENTER: Wendy N. Trumbull, Finance and Budget Director

INDIVIDUALS IN ATTENDANCE: None anticipated.

EXECUTIVE SUMMARY: The purpose of the Public Hearing is to allow for public comments regarding the proposed 2022 budget. The initial proposed 2022 budget was presented to the Township Board during a Study Session held on March 2, 2021, and changes were discussed at the Study Session on November 2, 2021. Tonight, the Finance Department is requesting that the Township Board of Trustees adopt the proposed 2022 budget.

BACKGROUND: State law requires a Township operating on a calendar year budget cycle to hold a Public Hearing on the proposed budget no later than December 15th and that the Township adopts the proposed budget no later than December 31st of a given year.

Copies of the proposed 2022 budget are available at the Township Clerk's Office and the Finance Department.

STRATEGIC PLAN/GOALS: Provides operating budget for 2022 fiscal year.

ACTION REQUESTED: Approve resolutions adopting 2022 budget.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Establishes FY 2022 budget.

IMPLEMENTATION PLAN: The adopted budget will be available for review at the Clerk's office, the Library, and on the Township's website.

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

I move to open the Public Hearing on the Adoption of the Fiscal Year 2022 Budget.
I move to close the Public Hearing.

RESOLUTION OF
BOARD OF TRUSTEES
CHARTER TOWNSHIP OF
CANTON, MICHIGAN

Public Hearing and adoption of Fiscal Year 2022 Budget

Whereas Act 359 of 1947, The Charter Township Act, requires that the annual budget be adopted by resolution;

Whereas pursuant to MCLA 141.412 and .413, notice of a Public Hearing on the proposed 2022 budget was published in a newspaper of general circulation on November 11, 2021 and a Public Hearing on the proposed budget was held on November 23, 2021, now, therefore, be it;

Resolved, that estimated total revenues and expenditures for the 2022 fiscal year are hereby appropriated on a fund level basis. Totals by fund are as follows:

Fund #	Fund Description	2022 Proposed Budget
101	General Fund	\$ 34,870,156
204	Roads Fund	\$ 6,275,000
206	Fire Fund	\$ 19,625,995
207	Police Fund	\$ 26,349,431
208	Community Center Fund	\$ 4,793,729
219	Street Lighting Fund	\$ 291,650
230	Cable TV Fund	\$ 1,674,667
246	Community Improvement Fund	\$ 2,392,500
248	Downtown Development Authority	\$ 2,084,352
261	911 Service Fund	\$ 486,969
265	Organized Crime-Drug Enforcement	\$ 621,000
274	CDBG Fund	\$ 368,000
301	Energy Project Debt Service	\$ 416,852
302	Capital Projects Debt Service	\$ 1,229,999
401	Capital Projects Fund	\$ 2,888,701
584	Golf Course Fund	\$ 4,857,732
592	Water & Sewer Fund	\$ 40,388,720
596	Garbage & Rubbish Collection	\$ 4,728,400
661	Fleet Maintenance Fund	\$ 2,004,145
736	Post Employment Benefits Fund	\$ 4,706,000
852	Special Assessment Debt Service Fund	\$ 151,561

Further Resolved, that the Township Supervisor has the authority to approve budget adjustments between departments based upon recommendation by the appropriate Department Director and the Finance and Budget Director in accordance with adopted policies;

Further Resolved, that the Charter Township of Canton Board adopts the 2022 budget for the various funds on a fund level. Township officials responsible for the expenditures authorized in the budget may expend Township funds up to, but not to exceed, the total appropriation authorized for each fund;

Further Resolved, that there shall not be any new positions created that shall result in an increase in employee headcount within a department or division without prior Township Board approval;

Further Resolved, that the Township Supervisor has the authority to fill existing vacant and budgeted positions and reclassified positions based upon the recommendation by the appropriate Department Director and the Finance and Budget Director; and

Further Resolved, that claims against the Township shall be approved by the Charter Township of Canton Board prior to being paid. The Township Clerk and the Township Treasurer may authorize payment of certain claims prior to approval by the Township Board to avoid late penalties, service charges and interest, for example utilities and payroll, in accordance with approved salaries and hourly rates adopted by the Township Board. The Township Board shall receive a list of those claims paid prior to approval, for approval at the next Board meeting.

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: November 23, 2021

AGENDA ITEM #C-1

ITEM: Consider 2022 Zoning Board of Appeals Meeting Dates

PRESENTER: Jade Smith, Municipal Services Director

EXECUTIVE SUMMARY: Each year, the following year's Zoning Board of Appeals meeting schedule is set by the Township Board. The following 2022 meeting schedule proposed for the Zoning Board of Appeals includes a meeting on the second Thursday of each month at 7:00 p.m.:

January 13th, February 10th, March 10th, April 14th, May 12th, June 9th, July 14th, August 11th, September 8th, October 13th, November 10th, and December 8th.

STRATEGIC PLAN/GOALS: N/A.

ACTION REQUESTED: Set Zoning Board of Appeals Meeting Schedule for 2022.

BUDGET IMPLICATION & ACCOUNT NUMBER: N/A.

IMPLEMENTATION PLAN: N/A.

MUNICIPAL SERVICES DIRECTOR'S RECOMMENDATION: Approval

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

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to set the 2022 Zoning Board of Appeals meeting schedule for 7:00 p.m. on the following dates: January 13th, February 10th, March 10th, April 14th, May 12th, June 9th, July 14th, August 11th, September 8th, October 13th, November 10th, and December 8th.

ATTACHMENTS:

None

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: November 23, 2021

AGENDA ITEM: #C-2

ITEM: Consider Continuation of Two Contracts with Great Lakes Contracting Solutions, LLC for the Millage Road Improvement Program

PRESENTER: Jade Smith, Municipal Services Director

INDIVIDUALS IN ATTENDANCE: None Anticipated

EXECUTIVE SUMMARY: Canton Township has now completed three years of major and residential road projects under the Road Millage programs. Over the past three years, several competitive bids have been received and several contractors have been retained by the Township. Great Lakes Contracting Solutions, LLC (Great Lakes) initially bid on projects in the 2018 program. They have worked on projects over all three years and they have been consistent and reliable with their performance. Great Lakes has agreed to hold their unit rates from 2021 for the 2022 and 2023 program; this would be a considerable advantage as we begin estimating projects in the near future, especially with the homeowner's associations (HOAs).

Based on their performance, and the advantage of holding rates for two years, Engineering Services requests an extension of two Great Lakes contracts for the next two years for major roads and residential roads. This work would include one major road project in 2022, Canton Center, Ford to Warren and the 2022 residential programs. The other 2022 projects including Warren (Haggerty to Lilley) and preventative maintenance programs that will be publicly bid.

BACKGROUND: In 2019, 2020 and 2021 Great Lakes successfully completed projects for the road millage projects in Canton. Great Lakes is willing to hold their pricing for the 2022 and 2023 major road and residential programs. When the millage program commenced in 2019 and in successive years, Canton Township solicited proposals for this work. Great Lakes completed some of the major road projects each year, and has worked on residential programs each year. They have developed a good working relationship with our staff and engineers, and based on their performance and ability to handle this work load we asked our our consultant, Spalding DeDecker (SDA) to further evaluate their proposal.

SDA also has experience with Great Lakes as our design and field engineer, and has reviewed their proposal, including some details on the work that Great Lakes has completed in the Township, some commentary on their work, and an analysis of their rate proposal (Attachment 1). Engineering Services concurs with the recommendation from SDA to consider contracting with Great Lakes in the future, and proposes to extend their contract for one 2022 major road projects (Canton Center, Ford to Warren) and for the 2022 residential program. The commitment letter from Great Lakes and the fixed unit rate proposal follows the memorandum from SDA. As Engineering Services is starting the detailed scoping and designs with the HOAs and homeowner's groups, it will be useful to have known, firm unit rates as we estimate these project costs in 2022.

STRATEGIC PLAN/GOALS: Board Goal #2: Maintenance of Infrastructure in the community

ACTION REQUESTED: Consider extension of the contracts with Great Lakes Contracting Solutions, LLC for the 2022 Major Road Concrete project for Canton Center, Ford to Warren, currently under design and estimated at \$3,500,000 with the final contract and contract amount to be determined by MSD with Great Lakes after design is complete. The final contract amounts and purchase order authorizations, along with approval of testing and construction engineering will be contained in a future RBA.

Consider extension of the contracts with Great Lakes Contracting Solutions, LLC for the 2022 Residential Road projects in the amount of approximately \$1,600,000 year with the final contract and contract amount to be determined by MSD with Great Lakes after designs are complete. The final contract amounts and purchase order authorizations, along with approval of testing and construction engineering will be contained in a future RBA.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: The funds for the Major Road projects will come from the Road Construction Fund, #204-446-11.970_0050 (Roads Major – Capital Outlay). The funds for the Residential projects will come from the Road Construction Fund, #204-446-12.970_0050 (Roads Local – Capital Outlay).

IMPLEMENTATION PLAN: Upon Board approval, Municipal Services determine final contract amounts, and will issue contract extensions and purchase orders for this work to Great Lakes Contracting Solutions, LLC.

MUNICIPAL SERVICES DIRECTOR'S RECOMMENDATION: Approval

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTIONS:

1. I move to award a construction contract extension to Great Lakes Contracting Services, LLC for the 2022 Canton Center, Ford to Warren Major road project and authorize MSD to complete the contract extension for future approval and determine contract amounts with funding from the Road Construction Fund, #204-446-11.970_0050 (Roads Major – Capital Outlay) once the design is completed.
2. I move to award a construction contract extension to Great Lakes Contracting Services, LLC for the 2022 residential road projects and authorize MSD to complete the contract extension for future approval and determine contract amounts with funding from the Road Construction Fund, #204-446-12.970_0050 (Roads Local – Capital Outlay) once designs are completed.

ATTACHMENTS

- 1 Spalding DeDecker Memorandum and Great Lakes Letter of Commitment

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: November 23, 2021

AGENDA ITEM #G-1

ITEM: Consider Special Land Use Amendment to Expand Indoor Pet Boarding and Training Facility for Dogology University

PRESENTER: Jade Smith, Municipal Services Director

OWNER/REPRESENTATIVE: Matthew Lamarand (Project Sponsor)

EXECUTIVE SUMMARY: At its meeting on September 28, 2021, the Township Board approved a Special Land Use for the project sponsor to establish an indoor pet boarding and training facility at 44125 Ford Rd., which is located on the south side of Ford Road between Brookline St. and Elmhurst St. The parcel is zoned C-2, Community Commercial on the north 150 feet and OSP, Off-Street Parking on the south 60 feet. On November 9, 2021, the Township Board rezoned southern 10 feet of the building and the area approximately 30 feet south of the building from OSP to C-2. As a result, the project sponsor proposes to expand the operations of the indoor pet boarding and training facility to occupy the southern 10 feet of the building and to remove 4-5 parking spaces south of the building to build an outdoor fenced-in bathroom area for dogs. Indoor pet boarding and training facilities are special land uses in the C-2 zoning district subject to Section 6.02(K)(3) of the Zoning Ordinance, and the areas proposed for expansion of the use are located in the C-2-zoned areas of the site.

At its meeting on November 1, 2021, the Planning Commission recommended approval of the expansion of the special land use for the indoor pet boarding and training facility, subject to conditions.

BACKGROUND AND ANALYSIS:

Location: South side of Ford Rd., east of Sheldon Rd., which is located between Brookline St. and Elmhurst St. (parcel no. 71-057-01-0013-301 at 44125 Ford Rd.).

Existing Zoning:

- North 150 feet of parcel: C-2, Community Commercial and Central Business District (CBD) Overlay.
- South 60 feet of parcel: OSP, Off-Street Parking and Central Business District (CBD) Overlay.

Net Acres: Approximately 0.76 acres

Existing Land Use(s): A Special Land Use permit was recently approved for an indoor pet

boarding and training facility (Dogology University).

Surrounding Zoning and Land Uses:

North – C-2 and CBD Overlay, Friday’s restaurant

South – OSP, parking lot; R-5, Single-Family Residential, single-family residences

East – C-2 and CBD Overlay, bank; OSP and CBD Overlay, parking lot

West – C-2 and CBD Overlay, office; R-5, Single-Family residential, single-family residences

Comprehensive Plan Future Land Use Map Classification:

- North ±110 feet of parcel: Community Shopping
- South ±100 feet of parcel: Medium Density Residential (up to 4 dwelling units per acre)

Surrounding Comprehensive Plan Future Land Use Map Classifications:

North – Community Shopping

South – Medium Density Residential (up to 4 dwelling units per acre)

East – Community Shopping and Medium Density Residential (up to 4 dwelling units per acre)

West – Community Shopping and Medium Density Residential (up to 4 dwelling units per acre)

Special Land Use: The proposed use of an indoor pet boarding and training facility is a special land use in the C-2 zoning district, subject to Section 6.02(K)(3) of the Zoning Ordinance. Indoor pet boarding and training facilities allow for the indoor boarding, day care, and training of dogs and cats, but are not permitted to have outdoor runs and/or exercise areas. The indoor pet boarding and training use is proposed to be indoors, and no outdoor runs and/or exercise areas are proposed. The Special Land Use plan includes a proposal to remove 4-5 parking spaces south of the building and use it for a fenced-in bathroom area for dogs. This fenced-in area will be accessible directly through the rear (south) door of the building. Therefore, if dogs accidentally run out of the rear door or get off of their leash, they will be contained within the fenced-in area.

Schedule of Regulations: The plans submitted illustrate that the proposed development is designed to comply with the dimensional requirements for indoor pet boarding and training uses in the C-2 zoning district and CBD Overlay for: maximum building height (3 stories/50 feet); rear yard setback (30 feet) and lot frontage (100 ft.). Although the front yard setbacks on the north and west sides are less than the 50-foot minimum, these were previously approved with the original building and Section 6.10(D) allows the Planning Commission to reduce the front yard setback in the CBD Overlay. Finally, while the lot area is less than the 1-acre minimum and the east side yard setback is less than 15 feet, these are pre-existing nonconformities that are not proposed to change.

Development Standards for Indoor Pet Boarding Facilities: Section 6.02(K)(3) of the Zoning Ordinance contain the following standards for indoor pet boarding facilities:

- **Outdoor Runs/Exercise Areas.** Outdoor runs and/or exercise areas are not

permitted in conjunction with these facilities. There are no outdoor runs or exercise areas proposed. The proposed fenced-in area south of the building is intended for outdoor bathroom use for dogs.

- **Parking.** The applicant shall demonstrate that parking is adequate for the employees and patrons of the facility based on the size and scope of the business. The most applicable parking requirement is for kennels, which require 1 space per 400 sq. ft. of usable floor area plus 1 space per employee. The plans exceed this standard even after the proposed removal of 4-5 parking spaces. The site was designed based on retail use, which requires more parking spaces than a kennel.
- **Number of Animals.** The applicant shall specify the maximum number of dogs and cats proposed to be boarded. In no case shall the facility house more than 50 dogs and/or cats. The Special Land Use plans submitted by the applicant state that there will be 42-50 dogs anticipated at any one time.
- **Floor Plan.** The applicant shall provide a conceptual floor plan showing the layout of the proposed facility including the exercise area for dogs, if applicable. A preliminary floorplan is included.
- **Setbacks.** The building proposed to house the pet boarding facility shall be located at least 60 feet from any residential dwelling on adjacent property. The nearest residence on the west side of Brookline is approximately 140 feet from the building and the nearest residence on the east side of Brookline is approximately 195 feet from the building.

Access Management: There are two (2) existing points of access, which will be maintained: one (1) point of access from Brookline to the west and one (1) point of access from the adjacent commercial site (bank) to the east.

Site Development Standards: No exterior changes are proposed except for removal of 4-5 parking spaces south of the building and using that area for an outdoor fenced-in bathroom area for dogs. We recommend that the perimeter of the fenced-in area adjacent to the parking lot be curbed or otherwise finished to the satisfaction of the Township to protect the fence and prevent sedimentation runoff. Other than the proposed changes, the site and building must maintain compliance with the previously-approved site plans (including 057-SPC-3638) for parking, landscaping and screening, lighting, signage, dumpster enclosure, and other related standards.

Special Land Use Review Standards: Based on the items noted above, we find that the proposed indoor pet boarding and training facility expansion in Canton Township meets the Special Land Use criteria of Section 27.03(C) of the Zoning Ordinance as follows:

- The proposed indoor pet boarding and training use will be compatible with adjacent nonresidential and residential land uses, provided it maintains the standards of the previously approved site plans and meets the noise standards of Section 7.02(A) of the Zoning Ordinance.
- The proposed indoor pet boarding and training use will be compatible with the principles and objectives of the Canton Township Master Plan. Although the proposed expansion area is classified as Medium Density Residential (up to 4 dwelling units per acre), residential zoning and residential use for the proposed expansion area would be

- inappropriate given its proximity to the commercial use and associated traffic and parking on the site. When the subject area was considered for rezoning from OSP to C-2, the Planning Commission adopted findings that the proposed C-2 rezoning met the following policies of the Master Plan: Objective 1.2; Policy 1.2.2; and Policy 4.2.3.
- The proposed uses will continue to be adequately served by essential public facilities and services.
 - The site will have access to Brookline St. and an internal drive to the east of the site from the adjacent commercial development.
 - The site will maintain the existing pedestrian circulation system, including internal sidewalks.
 - The proposed use is not expected to be detrimental to public health, safety, and welfare, provided it maintains the standards of the previously approved site plans and meets the noise standards of Section 7.02(A) of the Zoning Ordinance.
 - The proposed use is expected to enhance the surrounding environment and not discourage the appropriate development and use of adjacent land or buildings, provided it maintains the standards of the previously approved site plans and meets the noise standards of Section 7.02(A) of the Zoning Ordinance.
 - The proposed use will not unreasonably interfere with or discourage the appropriate development and use of adjacent land and buildings, provided it maintains the standards of the previously approved site plans and meets the noise standards of Section 7.02(A) of the Zoning Ordinance.
 - The location of the proposed use will not result in a residential use being surrounded by non-residential uses.
 - The proposed use is expected to enhance the economic well-being and welfare of the Township, and is not expected to result in excessive duplication of this service in the community.

- **Community Planner's Recommendation:** Approval of the expansion of the special land use for an indoor pet boarding and training facility on parcel no. 71-057-01-0013-301 at 44125 Ford Rd., subject to the site maintaining the standards of the previously approved site plans with the exception of the approved exterior changes and meeting the noise standards of Section 7.02(A) of the Zoning Ordinance.

- **Planning Commission's Recommendation:** At its meeting on November 1, 2021, the Planning Commission voted 6-0 to recommend approval of the expansion of the special land use for an indoor pet boarding and training facility on parcel no. 71-057-01-0013-301 at 44125 Ford Road as the request meets the Special Land Use criteria of the Canton Township Zoning Ordinance pursuant to the information and plans provided, subject to the site maintaining the standards of the previously approved site plans with the exception of the approved exterior changes and meeting the noise standards of Section 7.02(A) of the Zoning Ordinance.

STRATEGIC PLAN/GOALS: N/A

ACTION REQUESTED: Approval of the expansion of the special land use for an indoor pet boarding and training facility on parcel no. 71-057-01-0013-301 at 44125 Ford Road, subject to

the site maintaining the standards of the previously approved site plans with the exception of the approved exterior changes and meeting the noise standards of Section 7.02(A) of the Zoning Ordinance.

BUDGET IMPLICATION & ACCOUNT NUMBER: N/A.

IMPLEMENTATION PLAN: N/A.

MUNICIPAL SERVICES DIRECTOR'S RECOMMENDATION: Approval

ENGINEERING SERVICES DIVISION'S RECOMMENDATION: Approval.

FIRE MARSHAL'S RECOMMENDATION: Approval.

BUILDING OFFICIAL'S RECOMMENDATION: N/A.

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

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

RESOLUTION OF
BOARD OF TRUSTEES
CHARTER TOWNSHIP OF CANTON, MICHIGAN

**Approval of the Special Land Use Expansion for Dogology University Indoor Pet Boarding
and Training Facility**

WHEREAS, the Project Sponsor has requested special land use approval to expand the indoor pet boarding and training facility on parcel no. 71-057-01-0013-301 at 44125 Ford Road; and

WHEREAS, the Planning Commission reviewed the request and applicable criteria and voted 6-0 to recommend approval, with conditions, as the request meets the criteria of special land use approval in Section 27.03(C) of the Zoning Ordinance;

NOW THEREFORE BE IT RESOLVED, the Board of Trustees of the Charter Township of Canton, Michigan does hereby approve the expansion of the special land use for an indoor pet boarding and training facility on parcel no. 71-057-01-0013-301 at 44125 Ford Road, as the request meets the Special Land Use criteria of the Canton Township Zoning Ordinance pursuant to the information and plans provided, subject to the site maintaining the standards of the previously approved site plans with the exception of the approved exterior changes and meeting the noise standards of Section 7.02(A) of the Zoning Ordinance.

ATTACHMENTS:

1. Planning Commission Minutes
2. Zoning Map and Aerial Map
3. Special Land Use Plans
4. Special Land Use Criteria

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: November 23, 2021

AGENDA ITEM #G-2

ITEM: Consider Approval of the Monark Grove Site Plan

PRESENTER: Jade Smith, Municipal Services Director

OWNER/REPRESENTATIVE: David Endres (Kirco Development)

EXECUTIVE SUMMARY: The applicant proposes to construct a housing for the elderly use at the southwest corner of Ford Rd. and Gorman Rd., located between Beck Rd. and Canton Center Rd. The proposed housing for the elderly use consists of 225 units on 17.25 acres, which are proposed as follows: 53 units of independent living, 102 units of assisted living (60 in phase one and 42 in phase 2), 32 units of memory care, and 38 attached elderly cottages.

Prior to site plan review, the Township Board approved the Final Planned Development District on August 24, 2021. Each Planned Development District is required to demonstrate definite benefits to the community pursuant to Section 27.04 of the Zoning Ordinance. The most significant definite benefits are:

- Architectural design of the buildings;
- Paving of Gorman Road to the site's entrance, including reconstruction of the approach to 3 lanes, with dedicated right- and left-turn lanes from Gorman Rd. onto Ford Rd.;
- Extending the sidewalk along the south side of Ford Rd. eastward about 620 feet to connect to the existing sidewalk in front of Belle Tire;
- Adding northbound and southbound right turn lights at the intersection of Canton Center Rd. and Ford Rd. to permit overlap phases for northbound and southbound right turns;
- Maintaining over 25% of the site as open space; and
- Including outdoor recreation areas for residents of the development that will include pickleball and bocce.

At its meeting on November 1, 2021, the Planning Commission recommended approval of the site plan, subject to conditions.

BACKGROUND AND ANALYSIS:

Location: Southwest corner of Ford Rd. and Gorman Rd., located between Beck Rd. and Canton Center Rd. The site consists of 8 parcels.

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

Net Acres: 17.25 acres

Existing Land Use: Residential and vacant

Surrounding Zoning and Land Uses:

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

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

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

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

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

Land Use. Housing for the elderly is the approved use in the PD Agreement, which is also a Special Land Use in the underlying R-1 and R-3 districts. Although the R-1 and R-3 districts require housing for the elderly use to comply with Section 6.03(A) (Multiple-Family and Single-Family Attached Residential Requirements), at PD review the requirements of Section 6.03(E) (Housing for the Elderly) were also applied because they are more comprehensive and appropriate for the use. The applicable standards and approved modifications are noted below.

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

- Maximum building length (464 ft. proposed for the main building; 150 ft. permitted by Sec. 6.03(A) and 350 ft. permitted by Sec. 6.03(E)). Although 464 ft. is the longest dimension between any 2 ends, the longest uninterrupted building wall is under 200 ft. long due to the variations in the wall angles.
- Maximum building height (42.50 feet proposed for the 3-story portion of the main building; a maximum height of 3 stories/35 feet permitted by Section 6.03(E) and the R-1 zoning district). The building height is calculated by the average height between the eave (about 34 feet) and the ridge at its highest point (about 51 feet). The portion of the main building that is 3 stories will be located 157.50 feet from the Ford Road right-of-way, 110 feet from the Gorman Road right-of-way, about 190 feet to the southern lot line, and about 170 feet from the western lot line. The proposed height of the main building on the site plans is slightly lower than the approved PD plan, which is an acceptable change.
- Wetland setbacks (less than 25 feet proposed from any wetlands that will remain).
- Minimum side-to-rear building spacing (24.2 ft. proposed between cottage units 9/10 and 11, and 30 feet proposed between cottage units 4 and 5/6; a minimum side-to-rear building separation distance of 60 feet is required).
- Minimum side-to-side building spacing (27 ft. proposed between cottage units 30-37; a minimum side-to-side building separation distance of 30 feet is required). The remaining units will meet the 30-foot side-to-side spacing requirements.

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

Access Management and Traffic Impact. The site will be accessed by a single drive via Gorman Road, with a gated emergency drive proposed along Ford Road. The emergency access drive gate will be decorative aluminum.

During PD review, the project sponsor submitted a Traffic Impact Assessment (TIA), which was reviewed by Canton Township's transportation engineering consultant (WadeTrim). Based on the TIA materials and WadeTrim's review, the number of AM/PM peak hour trips of the proposed housing for the elderly use appeared to be comparable to the number of AM/PM peak hour trips of the site if it were developed for single-family residential use at 3 units per acre in accordance with the Comprehensive Plan. WadeTrim's review letter concluded that the traffic generated by the proposed facility is minor, its impact on the surrounding roadways is minimal, and capacity deficiencies currently exist throughout the Ford Road corridor west of Canton Center Road and are considered regional and beyond the scope and context of the study.

The applicant has also submitted its plan materials to Wayne County and the Michigan Department of Transportation (MDOT), and a condition of Final PD approval was that all requirements of Wayne County and MDOT be satisfied.

Finally, as previously noted, the following definite benefits are included in the PD Agreement:

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

Density. While there is not a specific project density called for in Section 6.03(A) of the Zoning Ordinance, Section 6.03(E) (Housing for the Elderly) requires 2,500 sq. ft. of site area for each efficiency/1-bedroom unit and 3,000 sq. ft. of site area for each 2-bedroom unit. Based on the proposed unit calculations on Sheet SP-1, the net site area of 17.25 acres is larger than the required site area for the proposed 225 units. The residential density of Monark Grove is within the range of recently-approved housing for the elderly uses (Bickford on Canton Center Rd., Hampton Manor on Ford Rd., and Antioch on Sheldon Rd.).

Sidewalks and Pedestrian Access. In addition to the required sidewalks along the parcel frontages of Ford Rd. and Gorman Rd., sidewalks are proposed along the internal drive (including sidewalks directly in front of each cottage unit) as well as along the east side of Gorman Road from Ford Rd. to the end of the proposed road paving. There are also interior sidewalks that connect the main building to the sidewalks along the roads. Finally, as previously noted, the applicant proposes to extend the sidewalk along the south side of Ford Rd. eastward about 620 feet to connect to the existing sidewalk in front of Belle Tire. This extension will allow residents of Monark Grove to walk to the Village Centre commercial development. We recommend that the permitting and construction of the off-site sidewalk along Ford Road be done to the satisfaction of MDOT and the Canton Township Engineering Services Division.

Architecture. The architectural renderings submitted show a mix of brick and fiber-cement lap siding, with windows, doors, and louvers composing the remaining materials. According to the materials, the applicant is proposing a French country architectural theme. The Final PDD required that the buildings must include 50% brick pursuant to Section 26.06 of the Zoning Ordinance. The architectural elevations illustrate at least 50% brick on the main building and the attached cottages.

Landscaping and Natural Features. The Zoning Ordinance requires that Housing for the Elderly uses meet the landscape requirements of Section 5.03(C), which is a standard applicable to multiple-family residential developments in the R-6 and MR zoning districts. Based on the configuration of housing for the elderly land uses, it is very difficult to landscape the general site areas on a per-unit basis pursuant to Section 5.03(C)(1). In lieu of requiring a senior housing site to landscape to the general site standards of a multiple-family residential development, recently-approved housing for the elderly site plans have used the building foundation landscape requirements of Sec. 5.03(A)(4) and general site landscape requirements of Sec. 5.02(A)(2). Therefore, pursuant to Section 5.07, the Planning Commission granted a modification to the landscape standards to use the building foundation landscape requirements of Sec. 5.03(A)(4) and general site landscape requirements of Sec. 5.02(A)(2) in lieu of Sec. 5.03(C)(1). The applicable landscape requirements are as follows:

- Frontage landscaping (Sec. 5.03(C)(7)). 1 deciduous and 1 evergreen tree are required per 40 linear feet of frontage, 1 ornamental tree is required per 80 linear feet of frontage, and 1 shrub is required per 10 linear feet of frontage. The landscape plan reviewed by the Planning Commission on November 1, 2021 was designed to a non-residential zoning frontage standard, so the plans were required to be revised accordingly. Since the November 1, 2021 Planning Commission meeting, the applicants revised the landscape plans accordingly, which are currently being verified by staff.
- Parking lot landscaping (Sec. 5.02(C)). 25 sq. ft. of landscape area per parking space and 1 deciduous or evergreen tree per 300 sq. ft. of landscape area.
- Building foundation landscaping (Sec. 5.03(A)(4)). 1 ornamental tree and 5 shrubs per 35 linear feet of building foundation that faces a road or is adjacent to a parking area.
- Detention pond landscaping (Sec. 5.02(I)(2)(a)). 1 deciduous or evergreen tree and 10 shrubs per 50 linear feet of pond perimeter.
- General site landscaping (Sec. 5.02(A)(2)). 1 deciduous or evergreen tree per 3,000 sq. ft. of open space area for which other landscape requirements do not also apply.

Additionally, compliance with the tree preservation standards of Article 5A was included on the previously-approved PD plan and is proposed by the applicants on the site plan.

There are some minor discrepancies in the counts and material on the landscape plans, which we recommend resolving pursuant to the Zoning Ordinance as a condition of approval.

Due to proposed grading and filling in wetland areas, the applicant must obtain approval from the Michigan Department of Environment, Great Lakes, and Energy (EGLE).

Parking. The proposed parking lots include 43 more spaces than the minimum number of spaces required by the Zoning Ordinance. However, 40 of the proposed spaces are labeled as “landbank parking” along Ford Road. The PD Agreement states that the landbank parking will not be permitted without the explicit approval from the Planning Commission at site plan approval.

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

Lighting. Since the November 1, 2021 Planning Commission meeting, the applicants revised the lighting plans to comply with the Planning Commission’s condition of approval and Section 2.13 of the Zoning Ordinance.

Dumpster Enclosure. The dumpster enclosure is designed to comply with Section 2.14 of the Zoning Ordinance.

Signage. The sign standards of Article 6A of the Zoning Ordinance are administered by the Building & Inspection Services Division at the time of sign permit application. The monument sign is designed to comply with the maximum height (6 feet) and area (24 sq. ft.) of Article 6A. The monument sign plan reviewed by the Planning Commission on November 1, 2021 did not have the minimum masonry base height of 18 inches, so the plans were required to be revised accordingly. Since the November 1, 2021 Planning Commission meeting, the applicants revised the monument sign plan to comply with Article 6A.

- **Community Planner’s Recommendation:** Approval of the Monark Grove site plan, subject to the requirements of the Final Planned Development District approval and all state, county, and municipal requirements, including the necessary revisions noted in this report for landscaping and that the permitting and construction of the off-site sidewalk along Ford Road be done to the satisfaction of MDOT and the Canton Township Engineering Services Division.
- **Planning Commission’s Recommendation:** At its meeting on November 1, 2021, the Planning Commission voted 7-0 to recommend approval of the Monark Grove site plan on tax parcel nos.: 062-99-0004-000, 062-99-0005-000, 036-01-0003-003, 036-01-0003-005, 036-01-0003-006, 036-01-0004-001, 036-01-0004-002, and 036-01-0005-000, subject to the requirements of the Final Planned Development District approval and all state, county, and municipal requirements, including the necessary revisions noted in this report for landscaping, lighting, and signage, and that the permitting and construction of the off-site sidewalk along Ford Road be done to the satisfaction of MDOT and the Canton Township Engineering Services Division. Since the November 1, 2021 Planning Commission meeting, the applicants submitted revised plans for landscaping, lighting, and signage.

STRATEGIC PLAN/GOALS: The proposed sidewalk construction along Ford Road, Gorman Road, and within the site will fulfill the goals of a Healthy Ecosystem (eliminate sidewalk gaps)

and Quality Infrastructure (create more accessibility via walking and biking), including the extension of the sidewalk along the south side of Ford Rd. eastward about 620 feet to connect Monark Grove to the Village Centre commercial development.

ACTION REQUESTED: Approve the Monark Grove site plan on tax parcel nos. : 062-99-0004-000, 062-99-0005-000, 036-01-0003-003, 036-01-0003-005, 036-01-0003-006, 036-01-0004-001, 036-01-0004-002, and 036-01-0005-000, as provided in the plan documents, subject to the requirements of the Final Planned Development District approval and all state, county, and municipal requirements, including the necessary revisions noted in this report for landscaping, and that the permitting and construction of the off-site sidewalk along Ford Road be done to the satisfaction of MDOT and the Canton Township Engineering Services Division.

BUDGET IMPLICATION & ACCOUNT NUMBER: N/A.

IMPLEMENTATION PLAN: N/A.

MUNICIPAL SERVICES DIRECTOR'S RECOMMENDATION: Approval

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

FIRE MARSHAL'S RECOMMENDATION: Approval, subject to water supply and flow requirements being satisfied during engineering review.

BUILDING OFFICIAL'S RECOMMENDATION: N/A.

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

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION:

RESOLUTION OF
BOARD OF TRUSTEES
CHARTER TOWNSHIP OF CANTON, MICHIGAN

Approval of the Site Plan for Monark Grove

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

WHEREAS, the Planning Commission reviewed the site plan and Planned Development Agreement, and voted 7-0 to recommend approval of the request, as it meets the requirements of the Zoning Ordinance and is consistent with the Planned Development Agreement for Monark Grove;

NOW THEREFORE BE IT RESOLVED, the Board of Trustees of the Charter Township of Canton, Michigan does hereby approve the Monark Grove site plan on tax parcel nos. : 062-99-0004-000, 062-99-0005-000, 036-01-0003-003, 036-01-0003-005, 036-01-0003-006, 036-01-0004-001, 036-01-0004-002, and 036-01-0005-000, subject to the requirements of the Final Planned Development District approval and all state, county, and municipal requirements, including the necessary revisions noted in this report for landscaping, and that the permitting and construction of the off-site sidewalk along Ford Road be done to the satisfaction of MDOT and the Canton Township Engineering Services Division.

ATTACHMENTS:

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

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: November 23, 2021

AGENDA ITEM #G-3

**ITEM: Consider Final Approval of the Redwood Marketplace Canton Planned
Development District**

PRESENTER: Jade Smith, Municipal Services Director

OWNER/REPRESENTATIVE: Kellie McIver (Redwood Management)

EXECUTIVE SUMMARY: The applicant proposes to construct a mixed use Planned Development (PD) District for 235 single-story apartments on 48 acres (a density of 4.9 dwelling units per acre) and up to 77,940 square feet of commercial on 14.37 acres on the north side of Michigan Avenue and along both sides of Morton Taylor Rd.

The Preliminary PD was approved by the Township Board of Trustees on July 28, 2020. The Final PD plan retains the same number of residential units, commercial floor area, and phasing schedule as the approved Preliminary PD plan. However, the following major changes to the plans have been made since Preliminary PD approval:

- The Final PD plan includes sidewalks on both sides of the residential streets, and the Preliminary PD plan included sidewalks on only 1 side of the residential streets.
- The Final PD plan includes 28.1 acres of open space, which is 2 more acres of open space than the Preliminary PD plan. Additionally, the Final PD plan preserves 3.459 acres of regulated wetland, which is 1.7 acres more than the Preliminary PD plan. As a result, the increases in these natural areas result in residential units that are closer to each other and to surrounding natural features.
- The Preliminary PD plan included 3 curb cuts from Michigan Ave. west of Morton Taylor Rd. and 2 curb cuts from Michigan Ave. east of Morton Taylor Rd. Based on the Township's recommendation to reduce curb cuts, the Final PD plan removes 1 of these curb cuts west of Morton Taylor Rd. and 1 of these curb cuts east of Morton Taylor Rd.

Each Planned Development District is required to demonstrate definite benefits to the community pursuant to Section 27.04 of the Zoning Ordinance. The most significant definite benefits are:

- Preserving 26.1 acres of open space (44.8% of the site), which exceeds the minimum open space of 25% for a PD;
- Preservation of regulated wetlands and densely-wooded areas;
- Installing a sidewalk network that will allow pedestrian access throughout the development, including between residential uses, commercial uses, and the Lower Rouge Trail which is northwest of the site; and
- Paving of Morton Taylor Road adjacent to the site.

BACKGROUND AND ANALYSIS:

Location: North side of Michigan Ave., between Sheldon Rd. and Lilley Rd.

Existing Zoning: C-3 and R-6 (Conditional Rezoning Agreement)

Net Acres: 62.6 acres

Existing Land Use: Vacant

Surrounding Zoning and Land Uses:

North – R-2 (Residential and Vacant) and WC, Wetlands Conservation (Lower Rouge Trail)

South – C-2, Community Commercial, C-3, Regional Commercial, and GI, General Industrial (various commercial uses, including the Fun Garage and L. Georges Coney Island)

East – R-2 and MR, Multiple-Family Residential (ITC corridor)

West – R-2 (Connections Church and Eden on the Rouge Assisted Living) and MR (Multiple-family residential)

Comprehensive Plan: Mixed Use. According to Policy 1.5.2(a) of the Comprehensive Plan, the current zoning districts of C-3 and R-6 are recommended on the north side of Michigan Ave. between Sheldon Road and the ITC transmission corridor, provided that the R-6-zoned area is not exclusive and is part of a mixed-use development.

Conditional Rezoning Agreement Terms: Prior to Preliminary PD review, a Conditional Zoning of the site was approved by the Township Board in August of 2019 which amended the zoning from C-3, Regional Commercial to R-6, Single-Family Attached Residential and C-3, Regional Commercial Districts, subject to a Statement of Conditions and Conceptual Development Plan. Integration of the residential and commercial uses has been provided via vehicular and pedestrian connections to meet the mixed-use policy objectives of the Comprehensive Plan. The Statement of Conditions in the Conditional Zoning Agreement includes the following: restricts uses in both the R-6 and C-3 Districts; requires paving of Morton Taylor Rd. from Michigan Ave. along the site frontage; provides a landscaped berm along Morton Taylor Rd. along with sidewalks along both sides of the road; and, provides for internal pedestrian connections between the residential and commercial areas as a method of integrating the uses to meet the mixed use criteria so that the R-6 area is not exclusive.

Phasing: The residential portion of the development includes two (2) phases: Phase 1 includes the residential development west of Morton Taylor Rd., paving Morton Taylor-Road to the north line of Phase 1, and construction of the storm water pond that serves the residential and future commercial area in Phases 3-6 on the west side of Morton Taylor Rd.; Phase 2 includes the residential development east of Morton Taylor Rd., paving of Morton Taylor Rd. to the north end of their property to where the Rouge trailhead starts, and construction of the storm water pond that serves residential and future commercial area in Phases 7-9 on the east side of Morton Taylor Rd.

Land Uses. The proposed residential and commercial land uses are in accordance with the Conditional Zoning Agreement, which also includes prohibited uses in the residential and commercial portions of the development. The PD Agreement also includes a list of approved commercial uses, including removing those uses that were voluntarily prohibited as part of the Conditional Rezoning Agreement.

At its meeting on July 13, 2020, the Planning Commission recommended approval of the Preliminary PD, subject to adding outdoor seating to commercial areas adjacent to the pond. We recommend that a note to this effect be added to the plans and addressed at the time of site plan review of the applicable commercial phases.

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

- Section 6.03(A)(2) (Building Spacing) (note: some of the reduced spacing between buildings is due to clustering to preserve additional trees and wetlands).
 - Minimum side-to-side separation between residential buildings: 30 feet required; 20 feet proposed.
 - Minimum rear-to-rear separation between residential buildings: 80 feet required; 50 feet proposed.
 - Minimum side-to-rear separation between residential buildings: 60 feet required; 50 feet proposed.
- Section 6.03(A)(5) (Sidewalks). In lieu of a requirement for an internal pedestrian path system, which is required for units with private, attached garages, sidewalks on both sides of the residential streets are proposed and are adjacent to the road.
- Section 2.24(A) (Wetland Setbacks). To allow grading, utilities, and construction of residential buildings to be within the required 25-foot setbacks from wetlands as illustrated in the PD plans.
- Section 2.24(C) (Watercourse Setbacks). To allow grading within the required 75-foot setback from the top of bank of the Rouge River and to allow grading and utilities within the required 25-foot setback from the top of bank of other watercourses as illustrated in the PD plans.
- Section 26.03(E) (Landscape Buffer Between Commercial and Residential Zones). To install the required 30-foot landscape buffer, but to locate it partially on the residential portion of the development instead of entirely on the commercial portion of the development.

Traffic Impact. The Traffic Study recommends the typical right turn tapers along Michigan Avenue and a future Michigan U-turn west of Morton Taylor Road when the commercial phases are constructed. The Preliminary PD plan included 3 curb cuts from Michigan Ave. west of Morton Taylor Rd. and 2 curb cuts from Michigan Ave. east of Morton Taylor Rd. At that time, the Township staff and the Township's traffic consultant expressed concern with the number of curb cuts from Michigan Ave. As a result, the Final PD plan removes 1 of these curb cuts west of Morton Taylor Rd. and 1 of these curb cuts east of Morton Taylor Rd. Therefore, in addition to the Morton Taylor Rd. access, the site has 2 curb cuts west of Morton Taylor Rd. and 1 curb cut east of Morton Taylor Rd. While Township staff

considered recommending only 1 curb cut west of Morton Taylor Rd., the frontage length and configuration west of Morton Taylor Rd. justifies 2 curb cuts on that side. Therefore, we recommend the number of curb cuts proposed on the Final PD plan, subject to MDOT approval.

Density. The residential density of 4.9 units per acre on the residential portion of the site is less than the density of the R-6 district of 8.06-9.68 units/acre. Additionally, the proposed 235 residential units are less than the maximum of 250 units permitted in the Conditional Zoning Agreement.

Sidewalks and Pedestrian Access. In addition to the required sidewalks along the applicable parcel frontages of Michigan Ave. and Morton Taylor Rd., the plans propose sidewalks on both sides of the residential streets and connect the residential and commercial areas of the development. Sidewalk connections are also shown to the site boundaries where they abut the adjacent recreation areas.

Architecture. For the residential units, Sheets A0.1-A4.4 show compliance with the requirements of Section 26.06 for 50% masonry, which includes stone and brick. The color images of the residential units are illustrative only and must be updated to include the required masonry. The Meadowood-Forestwood models do not have the 4-foot rear elevation offset required by Section 26.06, footnote (f) of the Zoning Ordinance; however, because the floorplans included in the Preliminary PD submittal did not all have the required 4-foot rear elevation offset, the Planning Commission recommended a modification to the 4-foot rear elevation offset requirement for the Meadowood-Forestwood models.

At its meeting on July 13, 2020, the Planning Commission recommended approval of the Preliminary PD, subject to the addition of dormers, trim details, and garage door variety to add street interest in the architecture. While some models include these additional details, others do not. Sheet C100 shows the unit placement of the models, which is intended to reduce the monotony throughout the development. Additionally, the Haydenwood model, which are the units with rears that face Morton Taylor Rd. and the commercial areas, have improved rear elevations that include reverse gables, doors, porches, and railings. The Planning Commission recommended approval of the models presented.

Because future commercial users are unknown at this time, there are no architectural elevations for the commercial buildings; however, they will be required to comply with the architectural standards of the Zoning Ordinance at the time of site plan review.

Landscaping and Natural Features. Although a landscape plan is not required at the time of Planned Development review, a landscape plan has been submitted with the PD plans for the residential portion of the development. At the time of site plan review, the landscape plan can be revised to meet the requirements of Article 5 of the Zoning Ordinance, including the requirements applicable to the R-6 and C-3 districts. Any proposed modifications from the landscape requirements can be addressed at the time of site plan review pursuant to Section 5.07.

The applicable landscape requirements for the residential portion of the development are as follows, which require 1,275 trees and 1,742 shrubs:

- Frontage landscaping (Sec. 5.03(C)(7)). 1 deciduous and 1 evergreen tree per 40 linear feet of frontage, 1 ornamental tree per 80 linear feet of frontage, and 1 shrub per 10 linear feet of frontage.
- Unit landscaping (Sec. 5.03(C)(1)). 2 deciduous or evergreen trees, 1 ornamental tree, and 4 shrubs per dwelling unit.
- Detention pond landscaping (Sec. 5.02(I)(2)(a)). 1 deciduous or evergreen tree per 50 linear feet of pond perimeter of all ponds plus 10 shrubs per 50 linear feet of pond perimeter of any pond that is classified as highly-visible.
- Buffer landscaping (Sec. 5.02(B)(3)(b)). 1 deciduous tree per 30 linear feet, 1 ornamental tree per 50 linear feet, and a double staggered row of evergreen trees along 75% of the berm length for the areas abutting residential and commercial use.

Additionally, the commercial development must meet the requirements for front yard berm (Sec. 5.03(A)(1)), front yard landscaping (Sec. 5.03(A)(3)), protective screening (Sec. 5.03(A)(2)), parking lot landscaping (Sec. 5.02(C)), and building foundation landscaping (Sec. 5.03(A)(4)).

The applicant proposes to preserve several trees within the open space areas, but does not propose replacement of removed trees in accordance with Article 5A of the Zoning Ordinance.

Due to proposed grading and filling in wetland areas, the applicant must obtain approval from the Michigan Department of Environment, Great Lakes, and Energy (EGLE).

Parking. Section 4.01(C)(6) of the Zoning Ordinance requires 2 parking spaces per residential unit plus an additional 20% for guest parking. Each residential unit includes an attached 2-car garage, which is required by Section 6.03(A) of the Zoning Ordinance, and the driveway depths of 22 feet allow for additional parking in the driveway without overhanging onto the sidewalk. Therefore, each residential unit can accommodate 4 cars. Additionally, there are 35 off-street parking spaces located throughout the residential part of the development.

The commercial parking is illustrated to meet the minimum parking requirements of Section 4.01(C)(6) based on anticipated use. However, because the specific commercial land uses are unknown at this time, the parking ratios for the commercial uses will be determined at the time of site plan approval when a specific use is proposed.

Finally, we recently recommended to the applicant to consider removing the commercial parking row on the east side of the easternmost drive in the commercial area, as this could be heavily traveled and difficult to use as a parking aisle. This change would make the easternmost drive similar to the westernmost drive. The applicant has replied that the parking will be adjusted as part of future submittals regarding the commercial development, and the applicant has included a sketch showing how compliance with this can be achieved.

PD Agreement. The PD Agreement is consistent with the Township's template Agreement, and it includes the definite benefits and proposed modifications. There are no additional comments from the Township Attorney at this time.

- **Community Planner's Recommendation:** Final approval of the Redwood Marketplace Canton Planned Development District, as provided in the Planned Development Agreement and plan documents, including a modification to the 4-foot rear elevation offset requirement for the Meadowood-Forestwood models, subject to the applicant satisfying the requirements of Wayne County, MDOT, and EGLE, addressing any remaining requirements of the Township Attorney in the PD Agreement, removing the commercial parking row on the east side of the easternmost drive in the commercial area, and adding outdoor seating around the pond near the commercial areas.

- **Planning Commission's Recommendation:** At its meeting on November 1, 2021, the Planning Commission voted 6-1 to recommend final approval of the Redwood Marketplace Canton Planned Development District on tax parcel nos. : 103-99-0001-003, 133-99-0001-001, 133-99-0001-002, 133-99-0001-003, 133-99-0002-000 (3700 Morton Taylor), 133-99-0004-000 (43600 Michigan Ave.), 133-99-0006-000, 133-99-0007-000, 133-99-0008-000 (43780 Michigan Ave.), 133-99-0009-000 (43800 Michigan Ave.), and 138-99-0004-000, as provided in the Planned Development Agreement and plan documents, including a modification to the 4-foot rear elevation offset requirement for the Meadowood-Forestwood models, subject to applicant satisfying the requirements of Wayne County, MDOT, and EGLE, addressing any remaining requirements of the Township Attorney in the PD Agreement, removing the commercial parking row on the east side of the easternmost drive in the commercial area, and adding outdoor seating around the pond near the commercial areas.

STRATEGIC PLAN/GOALS: The proposed sidewalk construction along Michigan Ave., Morton Taylor Road, and within the site will fulfill the goals of a Healthy Ecosystem (eliminate sidewalk gaps) and Quality Infrastructure (create more accessibility via walking and biking), including access to the Lower Rouge Trail.

ACTION REQUESTED: Approve the Redwood Marketplace Canton Planned Development District on tax parcel nos. : 103-99-0001-003, 133-99-0001-001, 133-99-0001-002, 133-99-0001-003, 133-99-0002-000 (3700 Morton Taylor), 133-99-0004-000 (43600 Michigan Ave.), 133-99-0006-000, 133-99-0007-000, 133-99-0008-000 (43780 Michigan Ave.), 133-99-0009-000 (43800 Michigan Ave.), and 138-99-0004-000, as provided in the Planned Development Agreement and plan documents, including a modification to the 4-foot rear elevation offset requirement for the Meadowood-Forestwood models, subject to applicant satisfying the requirements of Wayne County, MDOT, and EGLE, removing the commercial parking row on the east side of the easternmost drive in the commercial area, and adding outdoor seating around the pond near the commercial areas.

BUDGET IMPLICATION & ACCOUNT NUMBER: N/A.

IMPLEMENTATION PLAN: N/A.

MUNICIPAL SERVICES DIRECTOR’S RECOMMENDATION: Approval

ENGINEERING SERVICES DIVISION’S RECOMMENDATION: Approval of Final PDD, subject to MDOT approval of the driveways and the addition of the eastbound-to-westbound median crossover as shown on the plans, and citing the Michigan Commercial Building Code for the multi-family residential buildings.

FIRE MARSHAL’S RECOMMENDATION: Approval of Final PDD, subject to the following being satisfied during site plan review: water supply and flow requirements; commercial building height and accessibility, and locations of fire department connections.

BUILDING OFFICIAL’S RECOMMENDATION: N/A.

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

SUPERVISOR’S RECOMMENDATION: Approval

MODEL RESOLUTION:

RESOLUTION OF
BOARD OF TRUSTEES
CHARTER TOWNSHIP OF CANTON, MICHIGAN

Approval of the Final Planned Development District for Redwood Marketplace Canton

WHEREAS, the Project Sponsor has requested final approval of a Planned Development District for Redwood Marketplace Canton, located on the east and west sides of Morton Taylor Road, north of Michigan Ave.; and,

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

NOW THEREFORE BE IT RESOLVED, the Board of Trustees of the Charter Township of Canton, Michigan does hereby approve the Redwood Marketplace Canton Planned Development District on tax parcel nos. : 103-99-0001-003, 133-99-0001-001, 133-99-0001-002, 133-99-0001-003, 133-99-0002-000 (3700 Morton Taylor), 133-99-0004-000 (43600 Michigan Ave.), 133-99-0006-000, 133-99-0007-000, 133-99-0008-000 (43780 Michigan Ave.), 133-99-0009-000 (43800 Michigan Ave.), and 138-99-0004-000, as provided in the Planned Development Agreement and plan documents, including a modification to the 4-foot rear elevation offset requirement for the Meadowood-Forestwood models, subject to applicant satisfying the requirements of Wayne County, MDOT, and EGLE, removing the commercial parking row on the east side of the easternmost drive in the commercial area, and adding outdoor seating around the pond near the commercial areas.

ATTACHMENTS:

1. Planning Commission Minutes
2. Zoning Map and Location Map
3. PDD Plan
4. Traffic Impact Study and WadeTrim Review
5. Proposed PDD Agreement

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: November 23, 2021

AGENDA ITEM #G-4

ITEM: Consider Increase of Award of C.D.B.G. Housing Rehabilitation Contract

PRESENTER: Wendy Trumbull, Finance & Budget Director

INDIVIDUALS IN ATTENDANCE: None anticipated.

EXECUTIVE SUMMARY: At the February 11, 2020 meeting of the Township Board, the Board awarded contracts with Stratton Home Improvement for housing rehabilitation work under Canton's affordable housing program. Unfortunately, due to the COVID-19 pandemic and a lack of construction labor force, Stratton Home Improvement was unable to begin work on the Forrest home. The homeowner is anxious to have the work begin, but the contractor cannot afford to perform the work with the prices quoted pre-pandemic. Our region is facing shortages of construction supplies as well as significantly higher prices for these goods. The original contract was for \$20,800, and we are requesting an increase of \$4,200 for a new contract amount of \$25,000.

BACKGROUND INFORMATION: The Community Development Block Grant Program caps rehabilitation work of mobile homes to \$5,000 and single-family homes to \$25,000. In instances where the formal bids came in higher than the allowable limits, we work with the contractor to change the scope slightly to come within those limits. For homes that come under, we request a contingency in case unforeseen problems arise. We are requesting an increase of \$4,200 for the Forrest home. Funding is available within the CDBG program. Finding construction companies for rehabilitation work is not only a regional but a national problem. Some of the local construction companies have stated that some of the reasons why they don't bid on federal rehab projects are because they not very profitable, they lack adequate staffing, permit fees are expensive, and homeowner expectations are difficult to manage. In order to entice and retain contractors, we would like to refund their permit fees once the work has been completed and approved by the Building Department. The Building Department fees for the general building permits as well as the specific trade permits (mechanical, electrical, plumbing) are as follows: \$525 for the Forrest home.

STRATEGIC PLAN/GOALS: Housing Rehabilitation addresses the HUD goal of preserving safe and affordable housing. The projects help residents to continue to live in Canton in their own homes.

ACTION REQUESTED: Approve increase for the Forrest contract.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Available grant dollars will be utilized to fund these projects.

IMPLEMENTATION PLAN: Work should commence immediately after contract signing. Finance Department staff and Municipal Services Department inspectors cooperate on housing rehabilitation projects.

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to approve the increase of \$4,200 for the Forrest housing rehabilitation contract to Stratton Home Improvement and to refund \$525 of permit fees once the work has been completed using CDBG dollars.

ATTACHMENTS: HOUSING REHAB INCREASE FORREST DR

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: November 23, 2021

AGENDA ITEM #G-5

ITEM: Consider Approving On-Site Medical Services for Firefighter Physical Exams

PRESENTER: Christopher Stoecklein, Director of Fire Services

INDIVIDUALS IN ATTENDANCE: n/a

EXECUTIVE SUMMARY: The Fire Department is requesting to purchase on-site medical services for firefighter physicals from Bio-Care, Inc., in the amount of \$63,920.00. The department will be reimbursed for all but a 10% match of this expense from the FEMA Assistance to Firefighters Grant that was awarded to the department and accepted by the Board earlier in the year.

BACKGROUND INFORMATION: In July, 2021, the Township solicited Requests for Proposals of Physical/Medical Examination Services for the Fire Department. Four vendors submitted proposals that were internally reviewed and scored in multiple categories including experience, credentials of physicians, performance, proximity, consistency, customer service and cost (Attachment C). Based on this scoring criteria, the Fire Chief is recommending Bio-Care, Inc., be contracted for the physicals in 2021.

Bio-Care, Inc., will utilize a mobile medical truck to perform the physicals on-site, and will accommodate the three shifts of firefighters while on-duty. The exams will include a full medical exam, chest X-ray, stress EKG, NMP 22 Bladder Cancer Screening, Audiometric testing, TB test, hepatitis panel, Quantitative Fit Test, and a fecal occult blood screening.

STRATEGIC PLAN/GOALS: Board Goal: Organizational Climate & Culture

ACTION REQUESTED: Approve the purchase of on-site medical services for firefighter medical exams from Bio-Care, Inc., in the amount of \$63,920, of which 90% of the expense will be reimbursed through a FEMA Assistance to Firefighter Grant.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: Funds for this expense are budgeted in the 2021 Fire Employee Medical Exam Account #206-336-50.871.

IMPLEMENTATION PLAN: n/a

DIRECTOR'S RECOMMENDATION: Approve

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approve

SUPERVISOR'S RECOMMENDATION: Approve

MODEL RESOLUTION: I move to approve the purchase of on-site medical services for firefighter medical exams from Bio-Care, Inc., in the amount of \$63,920, of which 90% of the expense will be reimbursed through a FEMA Assistance to Firefighter Grant.

ATTACHMENTS: Attachment A – Proposal from Bio-Care Inc.
Attachment B – Proposals Received List
Attachment C – Proposal Scoring Spreadsheet

**CANTON COMMUNITY
REQUEST FOR BOARD ACTION**

MEETING DATE: November 23, 2021

AGENDA ITEM #G-6

ITEM: CONSIDER APPROVAL OF 2.00% ACROSS THE BOARD WAGE INCREASE FOR MERIT (FULL-TIME, NON-UNION) EMPLOYEES AND ELECTED OFFICIALS FOR THE 2022 FISCAL YEAR

PRESENTER: Anne Marie Graham-Hudak, Supervisor

INDIVIDUALS IN ATTENDANCE:

EXECUTIVE SUMMARY: This RBA is intended to address the wage increases for full-time non-union employees for 2022 as well as elected officials.

Merit Employees:

At the Merit Commission meeting held on November 15, 2021 a proposed 2.00% wage increase, which is consistent with the 2022 annual increases for the other internal bargaining units, was recommended for approval by the Merit Commission. Under Ordinance 85, the wages and benefits of classified employees shall be recommended by the Merit Commission, but shall not take effect until approved by the Township Board.

BACKGROUND INFORMATION: In accordance with the Ordinance 85 (Merit Ordinance), and the Merit System Commission's Human Resources Policy Manual, the three-member Merit Commission is charged with recommending the wages and fringe benefits for Merit (Full-time, Non-union) employees. It is our intention to give all full-time employees a 2.00% raise. This RBA accomplishes that for non-union employees. Union employees are covered in their contracts.

STRATEGIC PLAN/GOALS: Keep Canton financially stable while prioritizing organizational climate and cultural development.

ACTION REQUESTED:

Approve the resolution below to accept the 2.00% wage scale increase for Merit Employees.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: The funds have been budgeted.

IMPLEMENTATION PLAN: If approved, the wage scales for Merit Employee will be updated and the 2.00% increases will become effective on January 1, 2022.

FINANCE AND BUDGET DIRECTOR'S RECOMMENDATION: Approval

SUPERVISOR'S RECOMMENDATION: Approval

MODEL RESOLUTIONS:

I move to approve a 2.00% across the board wage scale increase for Merit Employees full-time non-union employees and elected officials for the 2022 fiscal year.

ATTACHMENTS: N/A