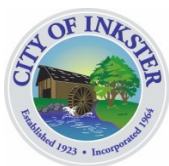


1. Agenda

Documents: [AGENDA 5-16-16.PDF](#)

2. Packet

Documents: [PACKET 5-16-16.PDF](#)



INKSTER CITY COUNCIL

May 16, 2016
26215 Trowbridge, Inkster, MI 48141
(313) 563-4232 www.cityofinkster.com

Mayor – Byron Nolen
Mayor Pro Tem – Timothy Williams, District I

Council Members:

Clarence Oden, Jr., District II
Sandra K. Watley., District III
Jewell Jones, District IV
Kim Howard, District V
DeAtriss Richardson, District VI

FELICIA RUTLEDGE
CITY CLERK

MARK STUHLBREHER
INTERIM CITY MANAGER

DAVID JONES
CITY ATTORNEY

Council may be addressed during the Regular Meeting by filling out the Public Participation Form. Address Council as a whole through the Mayor. Please state your name and your address for the record prior to providing your comments. Comments are limited to three (3) minutes.

Council Orientation Agenda – 6:00 PM

1. Call to Order
2. Discussion
 - A. Agenda Discussion
 - B. Interim City Manager Position Discussion
3. Public Participation (limit to 3 minutes)
4. CLOSED SESSION – Council may enter into Closed Session to discuss contract negotiations, purchase or lease of real property and/or pending litigation in accordance with MCL 15.268 (a), (c), (d), (e) and/or (f).
5. Adjournment

May 16, 2016
Regular City Council Agenda – 7:30 PM

1. Call Meeting to Order

- A. Pledge of Allegiance
- B. Roll Call

2. Approval of Agenda

3. Presentations/Discussion

- A. Urban Garden in the City of Inkster – Stella Mohammad

4. Public Hearing

5. Consent Agenda

- A. May 2, 2016 Regular City Council Meeting Minutes.

Pg. 1

6. Boards and Commissions

- A. Update of current list of appointments to Boards & Commissions.

Pg. 6

7. Previous Business

8. Ordinance(s)

- A. First Reading(s)
- B. Second Reading(s)

9. New Business

- A. Discussion/Action: (Mark Stuhldreher) Consideration and adoption of the FY 2016/2017 General and Special Appropriation Act Resolution.

Pg. 12

- B. Discussion/Action: (Jeannie Fields) Consider approval of a Special Conditions Use (SCU 16-01) to allow a Medical Marijuana Cultivation Center located at 25907 Trowbridge in the M-1 Light Industrial District with conditions noted as recommended by the Planning Commission. The applicant is M1M Group Inkster, LLC.

Pg. 30

- C. Discussion/Action: (Jeannie Fields) Consider approval of a Special Conditions Use (SCU 16-05) to allow a Medical Marijuana Cultivation Center located at 2736 Edsel in the M-1 Light Industrial District with conditions noted as recommended by the Planning Commission. The applicant is 2736 Edsel, LLC. **Pg. 52**
- D. Discussion/Action: (Jeannie Fields) Consider entering in to the Michigan Main Street Program Community Requirements and Expectations Agreement in conjunction with the Downtown Development Authority (DDA) as an Associate Level Community. **Pg. 74**
- E. Discussion/Action: (Jeannie Fields) Consider authorizing an agreement letter for the use of two (2) spaces at the Ice Arena located at 26311 S. River Park Drive as overflow parking for the business located at 27214 Michigan Ave. The request is being made by Q & D Enterprises, LLC. **Pg. 84**
- F. Discussion/Action: (John Adams) Consideration to transfer blighted city owned residential properties to the Michigan Land Bank (MLB) for demolition under our Hardest Hit grant with MSDHA. **Pg. 88**
- G. Discussion/Action: (City Council) Consideration of the City of Inkster 1st Annual Day of Prayer.

10. Public Participation (limit to 3 minutes)

11. City Clerk

12. City Manager

13. Mayor and Council Communication

14. Closed Session

Council may enter into Closed Session to discuss contract negotiations, purchase or lease of real property and/or pending litigation in accordance with MCL 15.268 (a), (c), (d), (e) and/or (f).

15. Adjournment

Felicia Rutledge
City Clerk

May 2, 2016
Regular City Council Meeting – 7:30 PM

The regular meeting of the Council of the City of Inkster, Wayne County, Michigan convened in the Council Chambers, 26215 Trowbridge, on Monday, May 2, 2016.

Prior to the Regular Council Meeting: City Council members discussed:

- The agenda.
- Food Truck Days
- Elected Officials Ball

Moved by Mayor Pro-Tem Williams, Seconded by Councilmember Oden that Council convenes into a Closed Executive Session a 6:45 p.m. to discuss pending litigation in accordance with MCL 15.286 (e).

Roll Call Vote:

YEAS: 7
NAYS: 0
ABSENT: 0

Moved by Councilmember Jones, Seconded by Councilmember Oden to adjourn the closed Executive Session at 7:15 p.m. – Motion carried unanimously.

Call Meeting to Order

Mayor Nolen called the meeting to order at 7:35 p.m.

Pledge of Allegiance

City Council and the public in attendance pledged allegiance to the flag of the United States of America.

Prayer

Prayer was led by Pastor Hearn.

Roll Call

Mayor Nolen	Present	Councilwoman Howard	Present
Councilwoman Watley	Present	Mayor Pro-Tem Williams	Present
Councilman Oden	Present	Councilman Jones	Present
Councilwoman Richardson	Present		

***A Quorum was present**

Approval of Agenda

Moved by Councilmember Jones, Seconded by Councilmember Oden to approve the agenda with added items "D", "E" and "F" under New Business. Resolution 5-16-110R - Motion carried.

Presentations/Discussion

- Fire Scholarship – Fire Chief, John Adams
- Wetland Presentation – Shirley Shockley
- Life Saving Moment – Police Chief, William Riley
- State Representative – Julie Plawecki

Public Hearings

A. Public Hearing on the FY2017 Budget

Moved by Mayor Pro-Tem Williams, Seconded by Councilmember Oden to OPEN the public hearing. Resolution 5-16-111R – Motion carried.

- **Willie Johnson** – Stated that 5.4 million went to eleven communities and how much did the City of Inkster receive.

Moved by Mayor Pro-Tem Williams, Seconded by Councilmember Jones to CLOSE the public hearing. Resolution 5-16-112R – Motion carried.

Consent Agenda

- A. April 18, 2016 Regular City Council Meeting Minutes.
- B. Allen Brother's and Attorney's PLLC Invoice \$36,949.99.

Moved by Councilmember Richardson, Seconded by Councilmember Jones to approve the Consent Agenda with noted corrections. Resolution 5-16-113R – Motion carried.

Boards and Commission

A. Update of current list of appointments to Boards & Commissions.

Moved by Councilmember Richardson, Seconded by Mayor Pro-Tem Williams to appoint Barbara Cooper to the Local Business Enterprise Advisory Council. Resolution 5-16-114R – Motion carried.

Previous Business

Ordinance(s)

- A. First Reading(s)
- B. Second Reading(s)

New Business

A. Discussion/Action:(Mark Stuhldreher) Consideration and approval of the FY2016 budget amendments for the General Fund, Major Street, Local Street, Parks, Rubbish, Drug Forfeiture, Miscellaneous Grants and Water/Sewer Funds.

Moved by Councilmember Jones, Seconded by Councilmember Oden to approve the FY2016 budget amendment.

Resolution 5-16-115R – Motion carried.

B. Discussion/Action: (Jeannie Fields) Consider approval of a Special Conditions Use (SCU 16-07) to allow a Second Hand Store in the B-2 Thoroughfare Mixed Use District, with the conditions noted per the recommendation of the Planning Commission. The applicant is Przemyslaw Bednarowicz.

Moved by Mayor Pro-Tem Williams, Seconded by Councilmember Jones to approve a Special Conditions Use (SCU 16-07) in the B-2 Thoroughfare for a Second Hand Store.

Resolution 5-16-116R – Motion carried.

NAY: (Watley)

C. Discussion/Action (City Council) Consideration to lift the moratorium on the hiring freeze.

Moved by Mayor Pro-Tem Williams, Seconded by Councilmember Jones to lift the moratorium on the hiring freeze.

Resolution 5-16-117R – Motion carried.

D. Discussion/Action: (City Council) To vote in accordance with the vote that was taken in closed session on 4/18/16. (SJ1Ink)

Moved by Councilmember Jones, Seconded by Councilmember Oden to approve the vote that was taken in closed session.

NAY: (Richard, Howard)

Resolution 5-16-118R – Motion carried.

E. Discussion/Action: (City Council) To vote in accordance with the vote that was taken in closed session (Franculise)

Moved by Councilmember Jones, Seconded by Mayor Pro-Tem Williams

Resolution 5-16-119R – Motion carried.

F. Discussion/Action (City Council) Consideration and approval to hold the first Charter Commission Meeting in the TIFA Room at City Hall.

Moved by Mayor Pro-Tem Williams, Seconded by Councilmember Jones

Resolution 5-16-120R – Motion carried.

Public Participation

- **Carolyn Smith** – Announced Starfish would be hosting Starfish Academy, a Behavioral Health Career Open House on May 12, 2016 and a Save-the Date Community Fun Fair on August 19, 2016 from 4-7 p.m. at 3000 Hivley Road.
- **Toni Bailey** – Gave thanks to residents, donors and participants in the City of Inkster Annual Spring Clean.
- **Deborah Owens** – Stated the request for information regarding if she had to resign from the Parks and Recreation Commission if elected to the Charter Commission.
- **James Richardson** – Stated he objected to the slander literature that was sent out regarding him running for a seat on the Charter Commission
- **Arthur Hudgens** – Stated he is in support of the Second Hand Store to be located at 710 Middlebelt.
- **Dorothy Gardner** – Stated the Spring Clean kickoff was a success. She further asked if residents from the City of Inkster are employed at the DHS office on Michigan Ave.
- **Willie Johnson** – Stated he had a birthday in the month of May. He stated more Police Officers are needed and he was still having problems on his street.
- **Rev. George Williams** – Stated that the National Day of Prayer would be held on Thursday May 5, 2016 at 12 noon at the Booker Dozier. He stated he is running for the Charter Commission and it is a serious time for change. He further stated that Mayor and Council should be paid.
- **Kent Hudson** – Stated that he works for different organizations for free. He further stated that he had to go to college to learn how to speak to people and he did not like the literature that was sent out regarding persons running for the Charter Commission.
- **Gabe Henderson** – Thanked residents for their participation in the Inkster Spring Clean.

City Clerk

- Announced the May 3, 2016 Special Election. She encouraged residents to get out to the polls and vote for the Charter Commissioners.

City Manager

- No Comments

Mayor and Council

- **Mayor Pro-Tem Williams** – Encouraged residents to Shop Inkster. Asked residents to vote in the May 3, 2016 Special Election.
- **Councilman Jones** – Announced to residents the Daddy Daughter dance at the Dozier Recreation Complex. He encouraged residents to attend. He encouraged residents to get out and vote.
- **Councilwoman Watley** – Asked all Memorial Day parade participants and sponsors to get their paperwork in to ICAN.
- **Councilman Oden** – Stated that he has driven around the city and the homes that have been demolished are being back filled appropriately. He also thanked the Police Chief for looking into the situation where persons were sleeping in a parked car.

- **Councilwoman Richardson** – Stated that she had posed two questions to the City Attorney at a prior meeting and had not received a response. She further read a Mother's Day poem and wished all mothers a happy Mother's Day.
- **Mayor Nolen** – Informed residents that Councilwoman Richardson asked the City Attorney at a prior City Council meeting if the form of government changed in the City of Inkster would a new election have to be held. He further responded that the answer to that question is no because you cannot shorten the term of an elected official. Further he wished all mothers a happy Mother's Day.

Closed Session

Adjournment

There being no further business to come before Council, on a motion duly made by Councilmember Jones, Seconded by Mayor Pro-Tem Williams and carried, the Regular Council meeting of May 2, 2016 was adjourned at 9:10 p.m.



Felicia Rutledge, City Clerk
City of Inkster

CITY OF INKSTER

Boards & Commissions

[MADE OPERATIVE BY STATE LAW, CITY OF INKSTER CHARTER PROVISION OR CITY OF INKSTER ORDINANCE]

AGING COMMISSION

[MEETINGS: Third Friday of each month at 1:00 p.m., Twin Towers Activity Room]

2 Year Term

9 Members

Ordinances: 414,457 & 508

Denise Champagne, Project Dir.
- (Ex-Officio Member)

Tenure

Rochelle Wells

Exp. 02/16/17

Audrey Jean Searcy

Exp. 06/02/16

Doris Horne

Exp. 02/16/17

Henry Wade

Exp. 02/01/18

Toni Bailey

Exp. 07/06/17

Dorothy Gardner

Exp. 06/16/16

Chuck Coleman

Exp. 02/01/18

Gabe Henderson

Exp. 02/01/18

June Patterson

Exp. 12/1/16

Patricia Donald

Exp. 07/06/17

Jessie Shelby

Exp. 08/03/17

BOARD OF REVIEW

[MEETINGS: March, July and December]

Annual Appointment

3 Members

Charter Provision and State Law

WCA Assessing

Clerk of the Board – Non Voting

William Miller

Exp. 01/19/17

Peggy Jordan

Exp. 01/19/17

Lenoria Warmack

Exp. 01/04/17

Celeste McDuffie

Exp. 01/04/17

BEAUTIFICATION COMMITTEE

[MEETINGS: Second Monday of each month @ 6:00 p.m., Recreation Center]

2 Year Term

Toni Bailey

Exp. 04/26/16

Vacant

Vacant

Rev. George Williams (T)

Exp. 04/24/16

Gabe Henderson

Exp. 05/19/16

Vacant

Vacant

Vacant

Vacant

Vacant

Vacant

Vacant

Vacant

Vacant

Vacant

Vacant

Vacant

Vacant

Vacant

Vacant

Vacant

Vacant

Vacant

Vacant

Avis Love

Exp. 03/16/17

May 16, 2016

BUILDING AUTHORITY COMMISSION - Inactive

[MEETINGS: Second Monday in January]

3 Year Term

5 Members

State Law and Resolution 74-1-39

Nathaniel Elcock
Hersey Bryant, (C)
Horace Wells

Exp. 12/31/05
Exp. 12/31/00
Exp. 12/31/01

CABLE TELEVISION COMMISSION

[MEETINGS: Second Tuesday of each month at 6:00 p.m., Recreation Center]

3 Year Term

9 Members

Ordinances 593 and 609

Timothy Williams Ex-Official

Exp. 11/16/12

~~Danny Van Schoieck~~ Dist. 1

Exp. 12/01/11

Vacant Dist. 2

Vacant Dist. 3

Alfreda Flowers Dist. 4

Exp. 06/04/15

Vacant Dist. 5

Franklin Minor Dist. 6

Exp. 01/04/19

~~George Celler~~ Mayoral

Exp. 03/16/12

~~Garmen Mitchell~~ At-Large

Exp. 02/18/11

CANVASSERS BOARD

[MEETINGS: As Required] **INACTIVE DUE TO STATE STATUE**

4 Year Term

4 Members

State Law

Deborah Owens (Dem)

Exp. 12/31/15

Gloria Brown (Dem)

Exp. 06/04/16

Courtney Owens (Dem)

Exp. 06/04/16

Eugene Brazeal (Rep)

Exp. 08/06/16

CIVIL SERVICE COMMISSION AND BOARD OF ETHICS

[MEETINGS: Monthly]

3 Year Term

3 Members

Ordinances 237 & 559

Clarence Oden

Exp. 6/18/15

Vacant - (Employee Representative)

~~James White~~

Exp. 12/04/11

- (Commission Appointment)

CONSTRUCTION BOARD OF APPEALS/PROPERTY MAINTENANCE BOARD

[MEETINGS: As required]

3 Year Term	3 Members	Ordinance
Henry Wade		Exp. 12/17
- (Licensed Plumber)		
Stephen Lawrence		Exp. 12/17
Tiara Jones		Exp. 10/17
Kenyatta Mason		Exp. 10/17
- (Licensed Electrician)		
Marcus Hendricks –		Exp. 12/17
- (Licensed Electrician)		
- Tom Michelin		Exp. 04/19
- Building Inspector		
- (Licensed Engineer/Inspector)		

DOWNTOWN DEVELOPMENT AUTHORITY

[MEETINGS: Third Tuesday of each month, 6:00 p.m. City Hall Council Chambers]

4 Year Term	12 Members	State Law and Ordinances 687 and 741
Byron Nolen		Tenure
Martha Theis		Exp. 01/14/18
Lewis Gregory		Exp. 10/06/18
Cynthia Adams		Exp. 01/14/18
Brittni Abiolu		Exp. 05/18/19
Peter Cimeot (Treasurer)		Exp. 01/21/18
Akindele Akinyemi (Chair)		Exp. 02/16/19
Val Ogbonaya		Exp. 07/20/19
Winston Wade (Vice-Chair)		Exp. 12/17/16
Rerhi Onomake (Secretary)		Exp. 3/16/19
Uche Ndubuisi		Exp. 7/20/19

ECONOMIC DEVELOPMENT CORPORATION (BOARD OF DIRECTORS)

[MEETINGS: Second Thursday each month, held in the Conference Room, City Hall]

6 Year Term	11 Members	State Law and Ordinances 517 and 570
Byron Nolen		Tenure
Bishop Walter Starghill, Jr.		Exp. 06/07/16
Winnie Nwankwo		Exp. 05/18/21
Akindele Akinyemi		Exp. 05/18/21
Deborah Walker		Exp. 06/07/16
Mary Weislo		Exp. 03/07/17
Cassandra Leonard		Exp. 06/07/16
Herbert Johnson		Exp. 06/07/16
Dennis Weislo		EXP. 06/07/19
Vacant		

ELECTRICAL EXAMINING BOARD

Indefinite Terms	4 Members	State Law and Ordinance 616
------------------	-----------	-----------------------------

Walter Bays (Elec. Cont.)
 Andrew Hughes (Adm. Official)
 Carlton Trouteaud (Rep. of Detroit Edison)

HOUSING AND REDEVELOPMENT

[MEETINGS: Third Tuesday of each month at 6:30 p.m., 4500 Inkster Road]

5 Year Term	6 Members	State Law and Ordinance 99
-------------	-----------	----------------------------

Montel Armstrong	Tenure
William Acklin	Exp. 03/17
Ernest Hendricks	Exp. 03/19
James Orr	Exp. 09/20
Ernestine Williams	Exp. 03/19
Deborah Walker	Exp. 10/19

INKSTER HISTORICAL COMMISSION

[MEETINGS: Third Saturday of each month at 10:30a.m. Library Study Room]

2 Year Term	7 Members	State Law and Ordinance 196
-------------	-----------	-----------------------------

Vacant	Dist. 1	
Vacant	Dist. 2	
Vacant	Dist. 3	
Vacant	Dist. 4	
Vacant	Dist. 5	
Michael Wells	Dist. 6	Exp. 12/20/12
Vacant		

LIBRARY BOARD **4 year term**

Michael Wells	Exp. 2019
Akindede Akinyemi	Exp. 2019
DeAndra Crystal-Rikay Watley	Exp. 2019
Dosye A. Thompson	Exp. 2019
Emmereal Shawn Wells	Exp. 2019
Ruth E. Williams	Exp. 2019

LOCAL BUSINESS ENTERPRISE ADVISORY COMMITTEE

[MEETINGS: Third Tuesday of every month at 6:30 P.M., Inkster City Hall]

2 Year Term 7 Members Ordinance: 603

Nell Harrison	Dist. 1	Exp. 3/21/18
Curtistine Barge	Dist. 2	Exp. 1/20/18
Brittni Abiolu	Dist. 3	Exp. 3/7/18
Olubisi B. Ajetunmobi	Dist. 4	Exp. 1/20/18
Vacant	Dist. 5	
Barbara Cooper	Dist. 6	Exp. 5/2/18
Marie Jenkins	Mayoral	Exp. 1/20/18

LOCAL OFFICERS COMPENSATION COMMISSION

[MEETINGS: Minimum of One Meeting Each Odd-Numbered Year.]

7 Year Term	7 Members	State Law and Ordinance 409
-------------	-----------	-----------------------------

Theodore Mimms	Exp. 11/19/14
Eugene Thompson (VC)	Exp. 11/19/14
Dorothy Gardner	Exp. 11/19/14
Darwin Howard	Exp. 12/15/14
William Howard	Exp. 11/03/15
Cheryl Stinson	Exp. 02/02/16
Vacant	

PARKS AND RECREATION COMMISSION**[MEETINGS: First Tuesday of each month at 7:30 P.M., Recreation Complex]****2 Year Term****9 Members****Ordinances: 493 & 551**

Sandra French	Dist. 1	Exp. 10/06/16
Deborah Owens	Dist. 2	Exp. 03/25/16
Shelby Johnson	Dist. 3	Exp. 09/15/16
Vernell Massey	Dist. 4	Exp. 12/01/16
Lenardo Gambrio	Dist. 5	Exp. 10/15/16
James Richardson IV	Dist. 6	Exp. 09/15/16
Tonia Williams	Mayoral	Exp. 02/16/17
Dr. Lydon Jones	Mayoral	Exp. 12/21/17
Yolanda Lockett	Council	Exp. 01/20/17

PARKS AND RECREATION YOUTH COMMISSION**2 Year Term****6 Members**

Alisa Todd	Dist. 1	Exp. 3/7/18
Katrina Coats	Dist. 2	Exp. 3/7/18
Zeavean Johnson	Dist. 3	Exp. 3/7/18
William Grubbs	Dist. 4	Exp. 3/7/18
Taylor Todd	Dist. 5	Exp. 3/7/18
Demon Zimmerman	Dist. 6	Exp. 3/7/18
Tiwaïn Smith	Mayoral	Exp. 3/7/18

PLANNING COMMISSION**[MEETINGS: Fourth Monday of each month at 6:00 p.m., City Council Chambers]****3 Year Term****9 Members****State Law and Ordinance 33**

Marcus Hendricks (Council appointee) (Chairman)	Exp. 12/18
Byron Nolen (Mayor)	Tenure
Darryl Davis (City appointee)	Exp. 10/18
Robert Thomas	Exp. 10/18
Emmereal Wells	Exp. 04/18
James Garrett	Exp. 08/17
William Ratliff	Exp. 04/19
Lyndon Jones	Exp. 04/19
Steven Chisholm	Exp. 04/19

POLICE AND FIREMAN RETIREMENT SYSTEM BOARD OF TRUSTEES**[MEETINGS: First Thursday of each month at 1:00 p.m., TIFA Room]****2 Year Term****5 Members****Charter**

Lorenzo A. Moner, Jr.	Mayoral	Exp. 12/17
Barry O'Bryan		Exp. 12/13
Christopher Crawley		Exp. 12/13
Hilliard Hampton, II		Exp. 12/17
Charles Hines (Pension Board Appt)		Exp. 12/12

WATER REVIEW COMMITTEE**[MEETINGS: Scheduled by Chairman Marcus Hendricks, City Hall TIFA Room]**

Sam Brown	App. 01/07/13
Carl Woods	App. 01/07/13
Ann Coleman	App. 01/07/13
Courtney Owens	App. 01/07/13
Councilmember Williams	App. 02/04/13
Marcus Hendricks	App. 02/18/13
Dennis Welslo	App. 02/18/13

REQUEST FOR COUNCIL ACTION

To: City Council

Date: May 9, 2016

From: Mark Stuhldreher, Treasurer/Interim City Manager

Council Action: 5/16/16

ACTION REQUESTED: City Council Adoption of the FY 2016/2017 General and Special Appropriation Act Resolution

Current Action X Emergency Future

Funds Budgeted: If Yes Account # No N/A

Treasurer's Approval MDS

BACKGROUND:

The Charter of the City of Inkster requires that the budget for the next fiscal year be adopted no later than the second regular monthly meeting in May. The City has properly posted and held a public hearing for the budget. At least five study sessions were held with members of council. This final recommended budget, based on input from the study sessions differs from the original recommendation as describe below.

General Fund

- Added \$12,855 to the City Clerk Department budget and associated Insurance department budget to account for moving a staff person from permanent part time status to full time status (adjusted for furlough day)
- Added \$9,200 to the Planning Department budget and associated Insurance department budget to account for the transition from contracted city planner services to providing those services in house.

This final recommended budget comports in all aspects to the City Council adopted fund balance policy.

Water and Sewer Fund

- The original recommended water and sewer rates have been lowered to \$4.79 per unit for water and \$8.96 per unit for sewer. The total recommended water/sewer rate is \$13.75 per unit. This was made possible by adjusting the working capital reserve policy to exclude the accumulation of the next fiscal year debt service payments that was previously part of the policy. This is reasonable as the debt service is financed via previously approved voted debt service millage and to accumulate one future years of debt service payment in the current fiscal year rate model can be considered redundant.

SCOPE OF SERVICES:

Adoption of the FY 2016/2017 budget(s) as attached

JUSTIFICATION:

The State of Michigan Public Act 2 of 1968 requires that the City adopt a General Appropriations Act and may adopt a Special Appropriations Act for Capital Projects Funds, Enterprise Funds and Internal Service Funds.

PROJECT IMPROVEMENTS:

Which of the Five (5) Council Goals does this request meet?

- Develop a plan to diversity the tax base to ensure a sustainable budget
- Develop a plan to address the City's current debt and legacy costs

COSTS:

See Attached

PROJECTED TIME TABLE:

July 1, 2016 – June 30, 2017

RESOLUTION:

Authorization is hereby given to adopt the attached 2016 – 2017 General and Special Appropriation Act Resolution and Budgets.

Resolved by _____

Seconded by _____

Yes:

No:

Absent:

**RESOLUTION TO PASS THE
2016/17
GENERAL and SPECIAL
APPROPRIATIONS ACT**

WHEREAS: The State of Michigan Public Act 2 of 1968 The Uniform Budgeting and Accounting Act, requires the legislative body of each local unit to pass a General And Special Appropriations Resolution for all funds except trust or agency, internal service, enterprise, debt service or capital projects funds for which the legislative body may pass a special appropriations act.

WHEREAS: Chapter 8, Section 9.5 of the City Charter states that ...the Council shall by resolution, adopt a budget for the next fiscal year...

NOW THEREFORE BE IT RESOLVED the General and Special Appropriation Act is adopted for all City Departments, and the 22nd District Court including property tax millage rates as follows:

Total number of mills of ad valorem property taxes to be levied for City of Inkster fiscal year 2016/17:

	<u>Mills</u>
General Operating	17.2349
Rubbish	2.5851
Judgment Levy # 8 (Bates)	.5600
Judgment Levy # 9 (Wayne County)	4.8600
2011 Voter Approved CSO Debt	6.8500
2003 Voter Approved CSO Debt	1.4300
Total CSO Debt Millage	8.2800
Voter Approved Local Street	3.3500
Parks & Recreation	1.9814
Senior Services	1.0000

Total Estimated Revenues by Source and Appropriations by Department for each Fund for fiscal year 2016/17 is per the attached.

BE IT FURTHER RESOLVED that the following policies are hereby established and shall apply to the financial management of the City of Inkster:

- Limitations of Expenditures - It shall be the duty of the City Manager to oversee that each department head, excluding the City Attorney and City Clerk, does not exceed the amount appropriated for his/her department except by prior specific Authority of the City Council. It shall be the duty of the City Attorney and City Clerk to see that he/she does not exceed the amount appropriated except by prior specific Authority of the City Council.
- Budget Amendments - Shall be brought to City Council for approval on a quarterly basis.
- Reporting – All budgetary reporting requirements and other relevant budget requirements as contained in the Consent Decree are hereby incorporated by reference.

Financial Management Operational Policies

- Bank accounts shall be reconciled to the general ledger within 10 days following the end of each month.
- Monthly budget to actual reports to be distributed to city council, city manager and department directors within 10 days of the end of the month.
- Cash flow projections shall be created annually for each budgeted fund following budget adoption and updated quarterly, at a minimum.
- Year end audited financial statements shall be published within five (5) months of the end of the fiscal year

Fund Balance Policies

- General Fund annual budgeted unrestricted fund balance of 10 – 15% of current year expenses shall be maintained and shall be accessed only for general fund operations. Implementation of this policy will occur over two fiscal years starting immediately following the year the existing fund deficit is eliminated.
- Tax supported Special Revenue Fund(s) and both Major and Local Street funds annual budgeted unrestricted fund balance of 5 – 10% of current year expenses shall be maintained. Implementation of this policy will occur over two fiscal years starting immediately following the year an existing fund deficit is eliminated.

Emergency Loan Repayment Policy

- Effective with the FY 2016 annual appropriation resolution, a portion of General Fund fund balance shall be formally constrained by Council to be reported as committed for the use of the Emergency Loan debt service principal payments which are due beginning March, 2022. This

commitment shall be included in each subsequent annual appropriation resolution and the amount of each commitment shall be subsequently approved by Council by the 3rd budget amendment of the fiscal year for which the commitment pertains to. The amount to be added to the previous committed balance each year shall be no less than \$50,000 with the ultimate objective of accumulating a total committed balance of at least \$300,000 by the end of fiscal year 2021, which would satisfy the following year's first principal payment. Subsequent to fiscal year 2021, the committed balance must total at least \$300,000 to satisfy the following fiscal year's debt service payment.

Water/Sewer Fund Working Capital Reserve Policy:

- Effective with FY 2017 annual appropriation resolution, a portion of the Water/Sewer fund assets shall be held in reserve to meet unexpected short term needs and mitigate future risk. Specifically, a working capital level equal to 90 days of operational expenses and an emergency equipment/infrastructure replacement component equal to 2% of the net book value of capital assets shall be accumulated. Based on the development of the FY 2017 budget and looking out five years, the desired working capital level would be obtained by the end of FY 2020. Further, this policy extends to all future years so that user rates and the future projection of user rates are set for each year of budget development to achieve the desired reserves and working capital by FY 2020. For the purposes of this policy, working capital is defined as current assets less current liabilities. It is understood that the accumulation of working capital reserves shall be obtained through a combination of aggressive expense management, enforcement of service shut off for delinquent accounts, aggressive collection of receivables and setting of user fees.

BE IT FURTHER RESOLVED that the following water and sewer rates are hereby established for fiscal year 2017 and are effective with consumption after June 30, 2016

Water & Sewer Consumption Rates

Water	\$ 4.79 per 100 cubic feet (1 unit)
Sewer	\$ <u>8.96</u> per 100 cubic feet (1 unit)
Total	\$13.75 per 100 cubic feet (1 unit)

Industrial Waste Control Charge

Per Quarter	Per Month
-------------	-----------

Meter Size

1/2"	\$ 23.55	\$ 7.85
5/8"	\$ 23.55	\$ 7.85
3/4"	\$ 35.34	\$ 11.78
1"	\$ 58.89	\$ 19.63
1.5"	\$129.54	\$ 43.18
2"	\$188.40	\$ 62.80
3"	\$341.49	\$113.83
4"	\$471.00	\$157.00
6"	\$706.50	\$235.50

BE IT FURTHER RESOLVED that the attached fee schedule is hereby established for fiscal year 2017

City of Inkster		
Fiscal Year Ending June 30, 2017 Budget		
Summary of Annual Revenues by Source and Appropriations by Department		
General Fund		
Revenues		
Property Taxes	\$	3,909,750
County Chargebacks		(700,000)
Delinquent Personal Property Tax		8,600
PILOT		450,000
PILOT - Contractual		80,000
State Shared Revenue		3,444,310
Other State Sources		387,675
Administrative Charges		1,308,185
Other Revenue		113,875
District Court		962,720
City Manager		325,500
City Clerk		82,350
Treasury		27,000
City Attorney		100,000
Police		175,800
Fire		1,616,430
Building		467,200
Public Works		55,000
Planning		72,360
Total Revenues		12,886,755
Expenditures		
City Council		93,725
District Court		689,865
Community Services		26,000
City Manager		239,275
City Clerk		207,060
IT		301,805
Treasury		702,500
Building Maintenance		828,485
City Attorney		500,000
Personnel		223,640
Police		3,701,030
Fire Administration		2,356,240
Building		359,290
Code Enforcement		300
Department of Public Works		735,075
Planning		211,400
Debt Service		53,420
Insurance		860,215
Total Expenditures		12,089,325
Other Financing Sources (uses)		
Operating transfer from other funds		-
Operating transfer to other funds		(803,930)
Total other financing sources (uses)		(803,930)
Net change in fund balance		(6,500)
Est. fund balance (deficit) June 30, 2016		2,131,236
Est. fund balance (deficit) June 30, 2017	\$	2,124,736
Fund Balance Policy Applies to Fund	Yes	
Fund Balance Range Adopted		
From Low		10.0%
To High		15.0%
Target in Year 2 of Fund Balance Policy [1]		15.0%
Actual Fund Balance as Percent of Expenses		16.5%
Fund Balance in Compliance with Target	Yes	
[1] - The fund balance policy was implemented in FY 2016. For Year 2 or FY 2017, the Fund shall meet the target range adopted by council.		

City of Inkster							
Fiscal Year Ending June 30, 2017 Budget							
Summary of Annual Revenues by Source and Appropriations by Department							
Special Revenue Funds							
	Major Streets	Local Streets	Parks	Rubbish	CDBG	PEG	Miscellaneous Grants
Revenues							
Property Taxes	\$ -	\$ 639,930	\$ 379,925	\$ 497,380	\$ -	\$ -	\$ -
County Chargebacks	-	(150,000)	(45,000)	(240,000)	-	-	-
Delinquent Personal Property Tax	-	4,300	1,000	1,000	-	-	-
State Shared Revenue	1,272,960	558,910	-	-	-	-	-
Other State Sources	-	-	-	-	-	-	912,500
Program Income	-	-	-	-	250	-	-
Charges for Services	-	-	41,050	1,340,600	-	-	-
Other Revenue	208,900	-	7,000	-	-	95,000	-
Operating Grants and Contributions	-	-	7,020	-	488,570	-	-
Total Revenues	1,481,860	1,053,140	390,995	1,598,980	488,820	95,000	912,500
Expenditures							
Parks Maintenance	-	-	19,400	-	-	-	-
Streets - Engineering	153,580	77,080	-	-	-	-	-
Streets - Maintenance	200,900	200,885	-	-	-	-	-
Streets - Preservation	892,000	137,000	-	-	-	-	-
Streets - Traffic	34,000	5,000	-	-	-	-	-
Streets - Winter	85,000	85,000	-	-	-	-	-
Streets - Admin and Record Keeping	127,295	55,890	-	-	-	-	-
Streets - Non- Motorized	-	216,500	-	-	-	-	-
Sanitation	-	-	-	1,591,500	-	-	-
Community Development	-	-	-	-	462,120	-	912,500
Home Program	-	-	-	-	26,700	-	-
Parks and Recreation	-	-	286,660	-	-	-	-
Senior Citizens Activities	-	-	7,000	-	-	-	-
Debt Service	-	603,780	-	-	-	-	-
Administrative Services	-	-	30,000	-	-	-	-
Total Expenditures	1,492,775	1,381,135	343,060	1,591,500	488,820	-	912,500
Other Financing Sources (uses)							
Operating transfer from other funds	-	636,480	-	-	-	-	-
Operating transfer to other funds	(636,480)	-	(60,000)	-	-	-	-
Total other financing sources (uses)	(636,480)	636,480	(60,000)	-	-	-	-
Net change in fund balance	(647,395)	308,485	(12,065)	7,480	-	95,000	-
Est. fund balance (deficit) June 30, 2016	1,912,988	2,173,997	54,845	37,482	-	271,981	-
Est. fund balance (deficit) June 30, 2017	\$ 1,265,593	\$ 2,482,482	\$ 42,780	\$ 44,962	\$ -	\$ 366,981	\$ -
Fund Balance Policy Applies to Fund	Yes	Yes	Yes	Yes	N/A	N/A	N/A
Fund Balance Range Adopted							
From Low	5.0%	5.0%	5.0%	5.0%			
To High	10.0%	10.0%	10.0%	10.0%			
Target of Fund Balance Policy [1]	10.0%	10.0%	10.0%	2.5%			
Actual Fund Balance as Percent of Expenses	59.4%	179.7%	10.6%	2.8%			
Fund Balance in Compliance with Target	Yes	Yes	Yes	Yes			
[1] - FY 2016 was the first year the fund balance policy was implemented. Funds were given a total of two years to meet the range adopted by council. Targets were set as a benchmark for all funds to be within the range by FY 2017, except for Rubbish. Rubbish will be out of a deficit in FY 2016 with a target fund balance in Year 1 or FY 2017 of 2.5% of Fund Balance.							

City of Inkster					
Fiscal Year Ending June 30, 2017 Budget					
Summary of Annual Revenues by Source and Appropriations by Department					
Component Units					
	Commission on Aging	Brownfield	TIFA	Justice Center Debt	Court Building
Revenues					
Property Taxes	\$ 193,760	\$ 13,170	\$ 247,570	\$ -	\$ -
Fines and Forfeitures	-	-	-	-	60,000
Operating Grants and Contributions	-	-	-	221,260	-
Total Revenues	193,760	13,170	247,570	221,260	60,000
Expenditures					
Community Development	-	-	30,000	-	-
Senior Citizens Activities	233,760	-	-	-	-
Debt Service	-	396,220	220,310	699,400	-
Administrative Services	20,000	-	-	-	-
Total Expenditures	253,760	396,220	250,310	699,400	-
Operating transfer from other funds	60,000	383,050	420,880	478,140	-
Operating transfer to other funds	-	-	(418,140)	-	(60,000)
Total other financing sources (uses)	60,000	383,050	2,740	478,140	(60,000)
Net change in fund balance	-	-	-	-	-
Est. fund balance (deficit) June 30, 2016	-	(3,611,128)	998,408	-	-
Est. fund balance (deficit) June 30, 2017	\$ -	\$ (3,611,128)	\$ 998,408	\$ -	\$ -
Fund Balance Policy Applies to Fund					

City of Inkster	
Fiscal Year Ending June 30, 2017 Budget	
Summary of Annual Revenues by Source and Appropriations by Department	
Enterprise Fund	
	Water and Sewer
Revenues	
Property Taxes	2,292,840
County Chargebacks	(1,000,000)
Delinquent Personal Property Tax	4,200
Charges for Services	9,612,150
Other Revenue	687,920
Total Revenues	11,597,110
Expenditures	
Water and Sewer Systems	9,311,525
Debt Service	2,770,005
Insurance	55,200
Total Expenditures	12,136,730
Change in Net Position	(539,620)
Est. Net Position June 30, 2016	28,783,917
Est. Net Position June 30, 2017	28,244,297
Working Capital Reserve Policy Applies	Yes
Target Working Capital and Reserve Balance	
Est. Beginning Working Capital (7/1/2016)	2,644,642
Est. Ending Working Capital (6/30/2017)	3,498,766
Target Working Capital (6/30/2017)	3,672,357
Over (Short) of Target Working Capital and Reserve at Year End	(173,591)
Note: Based on the development of the FY 2017 budget and looking out five years, the desired working capital level would be obtained by the end of FY 2020.	

City of Inkster
Council Approved Fee Schedule

Most Recent Council Approval (* denotes update):

5/16/16

Dept.	Description	Fee
Building/Structural Safety (Bldg.)		
Building Code 151.020 - 151.033		
Bldg.	Bldg Contractor Registration	\$25.00
Bldg.	Permit Fee Refunds	75%
Bldg.	Minimum	\$50.00
Bldg.	After any inspections	no refund
Building Permits		
Bldg.	\$0 - \$500,000 and up	\$100.00 + \$10/thousand
Foundation Permits		
Bldg.	Below Ground	Cost
Bldg.	Above Ground	\$75.00
Annual Inspections Permit (Building & Mechanical)		
Bldg.	Building Maintenance	\$50.00
Bldg.	Plumbing Maintenance	\$50.00
Bldg.	Electric Maintenance	\$50.00
Bldg.	Heating Maintenance	\$50.00
Bldg.	High Pressure Boiler	\$50.00
Bldg.	Administrative Fee	\$25.00
Bldg.	On-Site for C of O	\$150.00
Bldg.	Repair Permit	\$50 per trade required
Bldg.	TCO or Letter to Close	\$25.00 + bond
Bldg.	TCO Extension	\$20.00
Bldg.	Plan Exam Fee: Res., Comm., Ind.- new & additions	\$100.00 min on all structural plus a ICC Originated Formula
Bldg.	Electric, Plumbing, Mechanical, Fire Plan Exam Fees	25% of bldg review
Bldg.	Garages (detached/attached)	Cost
Bldg.	Res. Garage	\$50.00
Bldg.	Comm/Ind	\$200.00
Bldg.	Comm/Ind over \$10,000 Square Footage	\$300.00
Bldg.	Modular Home Set Up	\$100.00 + Foundation
Boiler Permits		
Bldg.	Unfired Vessels	
Bldg.	Not Heated	\$75.00 ea
Bldg.	Heated	\$75.00 ea
Bldg.	Major Repairs	\$75.00
Bldg.	Anhydrous Ammonia	
Bldg.	Using ICC Cylinders	\$75.00
Bldg.	5 Cylinders or Less	\$75.00
Bldg.	6 - 10	\$95.00
Bldg.	11 - 15	\$125.00
Bldg.	ASME Containers	
Bldg.	1000 lbs or less	\$50.00
Bldg.	1001 - 2500 lbs	\$75.00
Bldg.	2501 - 5000 lbs	\$100.00
Bldg.	ASME trans. Vehicles	\$75.00
Boilers		
Bldg.	Up to 1000 sq. ft. area, Over 1000 sq. ft. area, Alteration permit, Residential-Furnace or Boiler, Unit Heater Commercial-Unit Heather, Furnace	\$70.00 for first 200K BTU \$20.00 for each additional 100K BTU (Includes all fuel types)
Pipes		
Bldg.	First 40 ft	\$60.00
Bldg.	each additional 4 ft	\$5.00
Water & Steam Distribution-first 40 ft		
Bldg.	0" - 2"	\$50.00
Bldg.	2 1/4" - 4"	\$60.00
Bldg.	4 1/4" plus	\$80.00

City of Inkster
Council Approved Fee Schedule

Most Recent Council Approval (* denotes update):

5/16/16

Dept.	Description	Fee
Building/Structural Safety (Bldg.)		
Water & Steam Distribution - first 40 ft		
Bldg.	4' additional of any size	\$5.00
Bldg.	Administrative Fee	\$25.00
Bldg.	On-Site for C of O	\$150.00
Bldg.	Repair Permit	\$50 per trade required
Bldg.	TCO or Letter to Close	\$25.00 + bond
Bldg.	TCO Extension	\$20.00
Bldg.	Plan Exam Fee: Res., Comm., Ind.- new & additions	\$100.00 min on all structural plus a ICC- originated formula
Bldg.	Electric, Plumbing, Mechanical, Fire Plan Exam Fees	25% of bldg review
Bldg.	Garages (detached/attached)	Cost
Bldg.	Res. Garage	\$50.00
Bldg.	Comm/Ind	\$200.00
Bldg.	Comm/Ind over \$10,000 Square Footage	\$300.00
Bldg.	Modular Home Set Up	\$100 + Foundation
Bldg.	Gas Piping	\$50 for 1st 100' - \$4/each additional 10'
Bldg.	Make Up Air	\$40.00
Bldg.	Base App. Fee	\$40.00
Bldg.	Generator (all fuels)	\$40.00 + Elec. Permit
Bldg.	Chimney	\$50.00
Bldg.	Chimney liner	\$50.00
Bldg.	Fireplace	\$50.00
Bldg.	Fire Damper	\$30.00
Bldg.	Gas Pressure Test	\$45.00 Residential \$65.00 Commercial
Bldg.	Humidifier	\$30.00
Bldg.	Spray Booth	\$60.00
Bldg.	Exhaust Hood	\$50.00
Bldg.	Exhaust Fan	1000cfm \$25.00; Over 1000 \$50.00
Bldg.	Water Heater - Residential	\$30.00
Bldg.	Water Heater - Commercial	\$40.00
Bldg.	A/C Contractor Registration	\$15.00
Bldg.	2 hp or less	\$40.00
Bldg.	2 1/4 - 5 hp	\$55.00
Bldg.	5 1/4 - 50 hp	\$75.00
Bldg.	Over 50 hp	\$120.00
Bldg.	Up to 100'	\$60.00
Bldg.	each additional 4'	\$5.00
Bldg.	Inspection-Special or Shop Equipment	\$100.00
Bldg.	Electrical Contractor Registration	\$25.00
Bldg.	Min. permit fee	\$50.00
Bldg.	Electrical Circuits	\$5.00 each
Bldg.	Light Fixtures-for ea 25	\$15.00
Bldg.	Electrical Appliances	\$12.00 each
Bldg.	1/4 to 10 hp, kw & kva	\$10.00 for 1st; \$5.00 ea additional
Bldg.	11 - 30 hp, kw, kva	\$15.00 for 1st; \$7.00 ea additional
Bldg.	31 - 50 hp, kw, kva	\$25.00 for 1st; \$12.00 ea additional
Bldg.	Over 50	\$40.00 for 1st; \$20.00 ea additional

City of Inkster
Council Approved Fee Schedule

Most Recent Council Approval (* denotes update):

5/16/16

Dept.	Description	Fee
Building/Structural Safety (Bldg.)		
New or Change of Service		
Bldg.	100 amp	\$35.00
Bldg.	101 & Up	\$45.00
Temporary Service		
Bldg.	100 amp	\$35.00
Bldg.	101 & Up	\$45.00
Landby Conversions		
Bldg.	0 - 30 kw or kva	\$35.00
Bldg.	30+ kw or kva	\$70.00
Bldg.	Carnival/ Circus Hook-Ups	\$125.00
Bldg.	Flea Market/Bazaar	\$50.00
Fire Alarm System		
Bldg.	Base Fee	\$40.00
Bldg.	City Pull Box	\$18.00 ea
Bldg.	Drill Station	\$10.00
Bldg.	Pull Stations	\$20.00 1st five; \$5.00 ea additional
Bldg.	Fire Alarm Signal Device	\$20.00 1st five; \$5.00 ea additional
Bldg.	Heat & Smoke Detectors	\$10.00 1st five; \$3.00 ea additional
Bldg.	Master Panel	\$35.00
Bldg.	Exit Door Unlocking	\$10.00 1st door; \$5.00 ea additional
Bldg.	Flow Switches	\$20.00
Bldg.	Sprinkler Valve Switch	\$20.00
Bldg.	Ventilation Dampers	\$30 (Mech. Permit)
Bldg.	System Alterations	\$40.00
Plumbing Contractor Registration		
Bldg.	Plumbing Contractor Registration	\$15.00
Water Distribution System		
Bldg.	3/4" service	\$30.00
Bldg.	1"	\$45.00
Bldg.	1 1/4"	\$50.00
Bldg.	1 1/2"	\$55.00
Bldg.	2"	\$60.00
Bldg.	3"	\$70.00
Bldg.	4"	\$100.00
Bldg.	Over 4"	\$275.00
Bldg.	Fire or Lawn Sprinkler	\$2.00 per head (<100) \$1.00 per head (>100)
Bldg.	Rough Inspection	\$30.00 each
Bldg.	Commercial Washing Machines	\$30.00 1st unit; \$10.00 ea additional
Bldg.	Commercial Re-occupation Review	\$75.00
Bldg.	Inspection Recall Fee	\$40.00
Bldg.	Expired Permit Renewal	\$20.00
Bldg.	Notary	\$3.00
Water Tank or Replacement System		
Bldg.	30 gal	\$50.00
Bldg.	30-60 gal	\$60.00
Bldg.	over 60 gal	\$80.00
Bldg.	over 1200 gal	\$100.00
Water Tank		
Bldg.	60 gal or less	\$50.00
Bldg.	60-1200	\$75.00
Bldg.	over 1200 gal	\$100.00

**City of Inkster
Council Approved Fee Schedule**

Most Recent Council Approval (* denotes update):

5/16/16

Dept.	Description	Fee
Building/Structural Safety (Bldg.)		
All Other Fees		
Bldg.	Additional Rough Inspection	\$30.00
Bldg.	Administrative Fee	\$25.00
Bldg.	Appliance Installation	\$12.00
Bldg.	Base App. Fee	\$40.00
Bldg.	Base Fee Plumbing Permit	\$50.00
Bldg.	Chimney	\$50.00
Bldg.	Chimney liner	\$50.00
Bldg.	Comm/Ind	\$200.00
Bldg.	Comm/Ind over \$10,000 Square Footage	\$300.00
Bldg.	Electric, Plumbing, Mechanical, Fire Alarm Exam Fees	25% of bldg review
Bldg.	Exhaust Fan	1000cfm \$25.00; Over 1000 \$50.00
Bldg.	Exhaust Hood	\$50.00
Bldg.	Feeders	\$10.00 for 1st 100' \$5.00 ea additional 100'
Bldg.	Fire Damper	\$30.00
Bldg.	Fireplace	\$50.00
Bldg.	Garages (detached/attached)	Cost
Bldg.	Gas Piping	\$50 for 1st 100'; \$4 ea. additional 10'
Bldg.	Gas Pressure Test	Res.- \$25.00; Comm.-\$35.00
Bldg.	Generator	\$75.00
Bldg.	Generator (all fuels)	\$40.00 + Elec. Permit
Bldg.	Humidifier	\$30.00
Bldg.	Make Up Air	\$40.00
Bldg.	Modular Home Set Up	\$100 + Foundation
Bldg.	Motion Picture App.	\$25.00
Bldg.	Certificate of Occupancy	\$200 residential; \$350 commercial
Bldg.	Outdoor Meter Box	\$30.00
Bldg.	Outdoor Sewer Repair	\$150.00
Bldg.	Plan Exam Fee: Res., Comm., Ind.- new & additions	\$100.00 min on all structural plus a BOCA- originated formula
Bldg.	Rental Registration	\$185 every 3 years
Bldg.	Repair Permit	\$50 per trade required
Bldg.	Res. Garage	\$50.00
Bldg.	Residential Electric Space Heating Units	\$5.00 ea room
Bldg.	Sign Connection	\$30.00 for 1st \$10.00 ea additional \$10.00 ea 50' of neon
Bldg.	Spray Booth	\$60.00
Bldg.	Sump Pump Hook Up	\$10.00
Bldg.	TCO Extension	\$20.00
Bldg.	TCO or Letter to Close	\$25.00 + bond
Bldg.	Vacant Property Registration	\$500 Annually
Bldg.	Vacant Property Re-occupancy	\$200
Bldg.	Underfloor Raceways	\$10.00 for 1st 100' \$5.00 ea additional 100'
Bldg.	Water Heater	Replacement only \$5.00
City Clerk (Clerk)		
Animal		
Clerk	Dog Tags	\$10.00
Arrestees		
Clerk	Application-Renewal June 30th	\$200.00
Clerk	License	\$200.00
Clerk	Machine	\$15.00

City of Inkster
Council Approved Fee Schedule

Most Recent Council Approval (* denotes update):

5/16/16

Dept.	Description	Fee
City Clerk (Clerk)		
Bicycle		
Clerk	Registration	\$50.00
Clerk	Duplicate Issuance	\$0.75
Business		
Clerk	Registration-Renewal December 31st	\$100.00
Cabaret License		
Clerk	Application-Renewal April 30th	\$8,333.33
Freedom of Information Act		
Clerk	FOIA Fee CDR	\$5.00
Clerk	FOIA Fee DVD	\$5.00
Garage Sale		
Clerk	Permit-five (5) consecutive days	\$5.00
Mechanical Amusement Arcades		
Clerk	License	\$200.00
Clerk	Device	\$15.00/each
Marijuana		
Clerk	Application Fee - Provisioning Center / Cultivation Facility	\$5,000 / \$10,000
Clerk	Renewal Fee - Provisioning Center / Cultivation Facility	\$5,000 / \$10,000
Notary		
Clerk	Notary	\$2.00
Peddling/ Soliciting/ Canvassing		
Clerk	License	\$25.00/ per year
Clerk	Firm, partnership, association, corporation, company or other organization	\$70.00/ per year
Clerk	Local non-profit organization	No Fee
Clerk	Duplicate copies of licenses	\$5.00
Special Events		
Clerk	Various	\$250.00 - \$500.00
Street or Food Vendors		
Clerk	Class 1: For every person engaged in the business of street vendor and/or food vendor, whether traveling by foot without the aid of any vehicle or who uses a vehicle referred to in either of the following classes	\$2.00 per year per person
Clerk	Class 2: Street and/or food vendors who travel by foot or who use a bicycle, pushcart or hand-drawn wagon or other similar small conveyance, carrying any basket, box or container not exceeding two cubic feet	\$2.00 per day (up to and including 10 days) and \$25.00 for one year in addition to Class 1 fee
Clerk	Class 3: For every street vendor and/or food vendor who shall use any horse-drawn or motor-propelled vehicle in his operations	\$3.00 per day (up to and including 10 days) Maximum \$40.00 per year for each vehicle in addition to Class 1 fee
Clerk	Christmas Tree Vendors - Deposit	\$100.00 cash deposit for each location within the City for the purpose of guaranteeing the clean- up of the premises and the removal of any unsold trees, debris or any temporary structures there from within ten days after Christmas of the year in which the license was taken out
Clerk	Christmas Tree Vendors - Fee	\$15.00 per location
DPS (DPS)		
DPS	Weed Cutting - Vacant Lots - Per front ft.	\$400 per Lot
DPS	Weed Cutting - Vacant Structures	\$500 per Structure
DPS	Businesses	\$750
DPS	Water Tap, Sewer Tap and Pipe Connection Inspection	\$800
DPS	Board Ups	Variable
DPS	Clean Ups	Variable
DPS	Evictions	Variable

City of Inkster
Council Approved Fee Schedule

Most Recent Council Approval (* denotes update):

5/16/16 *

Dept.	Description	Fee
DPS (DPS)		
DPS	Water Meters	Variable
DPS	Spc Pick Up	Variable
DPS	Meter Repair	Variable
DPS	Annual Rubbish Fee	\$162.20
Police Department (Police)		
Police	Police Report	\$5.00 Residents \$15.00 Non-Residents
Police	Clearance	\$10.00
Police	FOIA	Purview of the City Clerk
Police	Fingerprinting	\$15.00
Police	Accident Report	\$5 Residents \$15.00 Non-Resident (Insurance Co & Landlord)
Police	Renewal of PV License	\$5.00
Police	Vehicle Inspections	\$10.00
Police	Vehicle Release (Towing)	\$50.00
Fire Department (Fire)		
Fire	Annual Fire Inspection	\$130.00
Fire	Commercial Building C of O Inspection	\$130.00
Fire	Apartment Building Fire Inspection	\$130.00
Fire	Apartment Building Fire Inspection w/multiple buildings on site	\$250.00
Fire	Fire Investigations	\$75.00/hr
Fire Department Fee Per City Ordinance		
Fire	First Call in calendar year	No Charge
Fire	Second Call	\$75.00
Fire	Third Call	\$175.00
Fire	Fourth Call	\$225.00
Fire	Fifth Call	\$300.00
Fire	Sixth Call	\$375.00
Fire	Seventh Call	\$450.00
Fire Department Fee Per City Ordinance		
Fire	Eighth Call	\$525.00
Fire	Ninth Call	\$600.00
Fire	Tenth Call	\$675.00
Fire	All additional calls for that calendar year	\$100.00
Parks and Recreation (PR)		
Membership		
PR	Single Adult Membership - Resident	\$15.00 per month or \$150.00 per year
PR	Single Adult Membership - Non- Resident	\$20.00 per month or \$210.00 per year
PR	Youth Membership	\$10.00 per month or \$100.00 per year
PR	Family (up to 4) Membership - Resident	\$30.00 per month or \$300.00 per year
PR	Family (up to 4) Membership - Non- Resident	\$35.00 per month or \$390.00 per year
PR	Family (up to 4) Membership - Resident	\$30.00 per month or \$300.00 per year
PR	Family (up to 4) Membership - Non- Resident	\$35.00 per month or \$390.00 per year
PR	Senior Full Membership - Resident	\$5.00 per month or \$40.00 per year
PR	Senior Full Membership - Non - Resident	\$10.00 per month or \$120.00 per year
PR	Senior Programs Only - Resident	\$10.00 per year
PR	Senior Programs Only - Non- Resident	\$15.00 per year
PR	Individual Class and/or Program	Based on Instructor Cost
Open Gym		
PR	Elementary, Jr High, High School	\$5.00
PR	Adult (18 and up)	\$5.00

**City of Inkster
Council Approved Fee Schedule**

Most Recent Council Approval (* denotes update):

5/16/16 *

Dept.	Description	Fee
Parks and Recreation (PR)		
Building Rental Rates		
PR	Security Deposit	\$125.00
PR	Set Up Fees	\$65.00
PR	Set Up Fees-Gym	\$75.00
PR	Multi- Purpose Room - Resident	\$55.00 w/ 2 hr min \$125.00 regular rates apply after 2 hrs
PR	Multi- Purpose Room - Non - Resident	\$65.00 w/ 2 hr min \$125.00 regular rates apply after 2 hrs
PR	Gymnasium Events - Resident	\$100.00 per hour w/ 2 hr min
PR	Gymnasium Events - Non- Resident	\$120.00 per hour w/ 2 hr min
PR	Gymnasium - Court Rental	1 Court - \$25.00 per hr 2 Courts - \$50.00 per hr
PR	Meeting Lounge - Resident	\$55.00 per hour w/ 2 hr min
PR	Meeting Lounge - Non- Resident	\$65.00 per hour w/ 2 hr min
PR	Meeting Room #1 - Resident	\$45.00 per hour w/ 2 hr min
PR	Meeting Room #1 - Non- Resident	\$55.00 per hour w/ 2 hr min
Parks and Recreation (PR)		
Marquee		
PR	Marquee	\$25.00
Planning (Plan)		
Plan	Rezoning Review	\$1700.00
Plan	Conditional Zoning Review	\$2,000.00 plus \$12.00 per acre
Plan	Special (Conditional) Use Review	\$1,450.00 plus \$6.00 per acre
Plat Review		
Plan	Preliminary Plat Review	\$450.00 plus \$5.00 per lot plus Consulting Fees
Condominiums and Single-Family Detached Single-Family Developments		
Plan	Preliminary Plan	\$1,850.00 plus \$5.00 per site
Plan	Revised Plan	\$640.00
Site Plan Review		
Plan	Residential - less than one acre	\$1,450.00 plus \$6.00 per unit
Plan	Residential - one acre or more	\$1,800.00 plus \$6.00 per unit
Plan	Commercial and Other Non-Residential Uses -less than one acre	\$1,750.00
Plan	Commercial and Other Non-Residential Uses -one acre or more	\$1,800.00 plus \$50.00 per acre
Plan	Revised Site Plan	\$150.00
Plan	Commercial Re-Occupancy Verification	Hourly
Plan	Engineering Plan Review	Hourly
Plan	Final Site Plans	\$100.00
Planning (Plan)		
Planned Neighborhood (Residential) Development		
Plan	Initial Review (Preliminary Plans)	\$475 plus \$5 per unit or lot (includes informal review prior to official submittal, plus initial plan review
Plan		\$150 (includes charges for each review subsequent to review of the initial plan, except that the review of any plan submitted more than six (6) calendar months following the initial plan will require payment as specified in III.3.a)
	Revised Site Plan	
Plan	Final Site Plans	\$100.00
Plan	Planned Unit Development - less than an acre	\$475.00
Plan	Planned Unit Development - an acre or more	\$350.00

**City of Inkster
Council Approved Fee Schedule**

Most Recent Council Approval (* denotes update):

5/16/16

Dept.	Description	Fee
Planning (Plan)		
Use or Planned Unit Developments		
Plan	Initial Review	\$1,850.00 plus \$5.00 per acre
Plan	Revised Plan	\$640.00
Plan	Final Site Plans	\$100.00
Plan	Rezoning	\$1700 per request
Plan	Special (Conditional) Use Request	\$1450.00 per request plus \$6 acre
Plan	Historic District/Architectural Commission Reviews	\$250.00 per request
Plan	Land Division Lot Split/Boundary Reviews	\$750.00 plus \$50.00 per lot
Plan	Adaptive Reuse Project Request	\$200.00 per request
Plan	Street/Alley Vacation Requests	\$800.00 per request
Zoning Board of Appeals		
Plan	Residential Variance	\$800.00
Plan	Commercial Variance	\$900.00
Plan	Zoning Code Interpretation	\$550.00
Plan	All Public Hearings	\$350.00
Plan	Zoning Confirmation Letters/Forms	\$188.00
Plan	Conditional Zoning Review (new)	\$2,000.00 plus \$12.00 per acre
Plan	Notary	\$3.00
Records		
Plan	Zoning Ordinance	\$30.00
Plan	Zoning Map	\$5.00
Plan	Street Map	\$5.00
Plan	Master Plan	\$50.00
Plan	Census Data	\$5.00 per page
Plan	Minutes	\$3.00 (6 pages or less)
Plan	Minutes	\$5.00 (6 pages or more)
Plan	Tax Maps/Address Maps	\$1.00/per page
Treasurer (Treas)		
Assessing		
Treas	Field Cards	Variable
Water Services		
Treas	Final Read	\$15.00
Treas	Water Turn On	\$75.00
Treas	Water Turn Off	\$75.00
Treas	Turn On/Turn Off for repairs (30 day period)	\$30.00
Treas	Meter Installation	\$50.00
Treas	New Meter (due to Theft/Vandalism)	\$220.00
Treas	Water History Reports	\$3.00 (6 pg max)
Treas	Service Charge (used during Delinquent Water Shut Offs)	\$45.00
Printer/Finance		
Treas	Field Sheets	\$0.50

REQUEST FOR COUNCIL ACTION

To: Mark Stuhldreher, Treasurer/Interim City Manager

Date: May 10, 2016

From: M. Jeannie Fields, Manager *WJF*
Community Development

Date for Council Consideration: May 16, 2016

ACTION REQUESTED: Consider approval of a Special Conditions Use (SCU 16-01) to allow a Medical Marijuana Cultivation Center located at 25907 Trowbridge in the M-1 Light Industrial District with conditions noted as recommended by the Planning Commission. The applicant is M1M Group Inkster, LLC.

Current Action X Emergency Future

Funds Budgeted: If Yes Account # No N/A X

Treasurer's Approval *MS*

BACKGROUND INFORMATION

On Monday, April 11, 2016, a public hearing was planned at the Planning Commission Meeting for consideration of a Medical Marijuana Provisionary Center to be located at 25907 Trowbridge in the M-1 Light Industrial District. A quorum was not reached for the meeting. As a result, the public hearing had to be rescheduled for May 9, 2016.

On Monday, May 9, 2016, the Inkster Planning Commission conducted a public hearing as a requirement for a Special Conditions Use for the consideration of a Medical Marijuana Cultivation Center to be located at 25907 Trowbridge in the M-1 Light Industrial District. M1M Group Inkster, LLC is the applicant.

The Planning Commission reviewed the Special Conditions Use along with the accompanying Site Plan. The Special Conditions Use request was recommended for approved with the following conditions:

1. The results of the public hearing are consistent with the findings presented in the Special Conditions Use planning letter.
2. Other City Departments comments are adequately addressed, if any.
3. The Chief of Police approves the security plan and system.

Draft minutes from the meeting are attached along with applicant information and associated maps.

SCOPE OF SERVICES

N/A

JUSTIFICATION

Per the McKenna Associates Special Conditions Use letter dated March 14, 2016, the proposed use will bring economic enhancement to the corridor/district. Additional

comments may be found in the attached letter. A recommendation was made for approval of the Special Conditions Use.

PROJECT OR IMPROVEMENT TASKS

1. Develop a plan to diversify the tax base to ensure a sustainable budget for Inkster.
2. Improve and promote the image of Inkster.

COSTS

All costs are incurred by the petitioner and must be paid in full prior to final approval.

PROJECT TIME TABLE

N/A

RESOLUTION

Resolved by _____ Seconded by _____

To approve a Special Conditions Use (SCU 16-01) to allow a Medical Marijuana Cultivation Center located at 25907 Trowbridge in the M-1 Light Industrial District with conditions noted as recommended by the Planning Commission.

Yes:

No:

Absent:

**CITY OF INKSTER
PLANNING COMMISSION
MINUTES**

A regular meeting was held on **Monday, May 9, 2016**, in the Inkster City Council Chambers, located at 26215 Trowbridge, Inkster, Michigan.

A quorum was reached. Chairman Hendricks called the meeting to order at 6:02 p.m.

I. ROLL CALL

Present: Chairman Hendricks and Vice Chairman Garrett and Commissioners Chisholm, Davis, Jones, Nolen and Ratliff

Absent: Commissioners Thomas and Wells

Others in attendance: Mark Stuhldreher, Treasurer/Interim City Manager
M. Jeannie Fields, Community Development Manager
Paul Lippins – McKenna Associates
Timothy Williams – Mayor Pro Tem
John Hinde, Applicant Representative – 25907 Trowbridge
Frank Sesi, Applicant Representative – 2736 Edsel

Public in attendance: Ed Etchen, Dorothy Gardner, Raad Kello, Mike Kelly and Jean Searcy

II. ADOPTION OF AGENDA

MOVED by Garrett, Seconded by Nolen to adopt the agenda. **MOTION CARRIED unanimously.**

III. ADOPTION OF MINUTES OF April 25, 2016

MOVED by Garret, Seconded by Nolen to adopt the minutes of April 25, 2016 with the necessary corrections. **MOTION CARRIED unanimously.**

IV. PUBLIC HEARING

- A. Case #16-01 (SCU)/16-2 (SP) – 25907 Trowbridge**
Public Hearing to receive public input and review special conditions use requirements and associated review of site plan (SP) requirements to allow a Medical Marijuana Cultivation Center in the M-1 Light Industrial District. M1M Group Inkster, LLC is the applicant.

MOVED by Garrett, Seconded by Nolen to open the public hearing. **MOTION CARRIED unanimously.**

Paul gave an overview of the case and recommended approval of the special conditions use and site plan.

Commissioner Question: Per the SCU letter, the use is not keeping with the Master Plan (#1 in the letter). Paul stated the future use for the area per the Master Plan is technology and research. However, the economic enhancement within the area mediates this fact.

Also, per the letter, it is not a pedestrian friendly use. Paul explained that there is a requirement to put in a sidewalk. Concerns were addressed regarding the security plan. The Police Chief reviewed the security plan and required 24-hr. surveillance.

Public:

- Property owner to the East: He recently renovated his property and he will be in that location for years to come. Concerns: What project consists of/security/property improvements/public profile – signage/will property values be affected.
- Resident: Clarification on sidewalk. Concern is that this company has made promises to the City and has not kept them. Also, consider House Bill 4902.

MOVED by Nolen, Seconded by Chisholm to close the public hearing. **MOTION CARRIED unanimously.**

Commissioners:

- What is the security plan? 24-hr. surveillance and a person on site 24 hrs.
- Applicant: Addressed security plan; low advertisement.
- Who is allowed in the building? Caregivers and caregiver patients (by State law); 8 a.m. to 4 or 5 p.m., Monday through Sunday; 1 caregiver and 5 patients in the product room (per State law).
- Applicant is looking at long-term use of the building.
- This is not a wholesale or retail operation.
- Caregiver is growing product.
- The patient cultivates and helps grow the product, if desired.
- Only caregiver and patients are allowed in the locked room of the product.
- The product would be distributed to other businesses? No.
- Delivery is available. Patients will not pick it up but can assist with cultivation.
- What is the beneficial impact on the city? Improvements made to building. Another reputable business owner in the city.
- Will the business give back to the community? One client, Mr. Boji, is well established in the city. He has done developments to include city developments.
- The goal is to be a good neighbor. They have complied with the requests of the Police Chief. If security issues arise, they will address them. The goal is not to be a nuisance.
- Commissioner: A prior commitment was made by Mr. Boji to fund 1 Police Officer annually. Hindo has to confirm this with the applicant.
- Construction equipment in the back. Any business going on now? Property is owned by owner. They will purchase it if the request is approved and the equipment will be removed.
- Question to Paul: Does economic enhancement override the future of the Master Plan? Do we delay the future Master Plan? The city is in the process of updating the Master Plan. This is the time to look at the future by adding uses, re-looking at corridors identified. Medical Marijuana was not a use identified at that time. As a result, it is not consistent with the Master Plan. This can be migrated by the economic enhancements which is keeping in line with the Master Plan. Discussion ensued.
- Should the Planning Commission consider the economic impact of a business? Paul addressed this in his letter. 1) Taxes assessed, 2) Improvements to site, 3) Business fees (\$10,000) and 4) In the future, additional tax revenues. Business license fees should re-coop negative impacts.
- Commissioner reviewed special conditions use letter #8.

- Question to Mike Kelly of the type of his business? Environmental maintenance company. His concerns related to how that business affects his business (security – the safety of his people) and property values. Not concerned with how they do their business.

MOVED by Davis, Seconded by Nolen to recommend approval of special conditions use. **MOTION CARRIED.** (Nay – Garrett and Jones).

Site Plan:

Paul explained that all the ordinance requirements have been met on the site plan.

A question was raised regarding the sidewalk requirement due to there being no sidewalks on the other properties. Every business should be required to do sidewalks. This is required by the ordinance. It was decided that we should begin to enforce this requirement.

Wall Requirements: The Planning Commission has the authority to waive wall requirements or screening requirements in this case since it is an industrial-to-industrial business. Discussion ensued.

MOVED by Davis, Seconded by Nolen to recommend approval of the site plan with conditions noted. **MOTION CARRIED unanimously.**

What type of trees will be planted and will they be planted across the water line? Trees should not affect the water main and the tree roots will not affect it.

B. Case #16-05 (SCU)/16-06 (SP) – 2736 Edsel

Public Hearing to receive public input and review special conditions use requirements and associated review of site plan (SP) requirements to allow a Medical Marijuana Cultivation Center in the M-1 Light Industrial District. 2736 Edsel, LLC is the applicant.

MOVED by Chisholm, Seconded by Nolen to open the public hearing. **MOTION CARRIED unanimously.**

Paul gave an overview of the case. A variance was granted to reduce the front yard setback from 60 feet to 15 feet for the site located at 2736 Edsel Avenue. The site is currently designed so that it could be expanded. A revision was made to the site plan to build the site in two phases.

Public:

No public comments.

Applicant:

- Frank Sesi (representative of the applicant): The vacant property has been up for sale for some time. This property will be improved.

Commissioners:

- Special conditions use, Item 9H. The Police department will only approve the security cameras, not install or maintain them.
- Security Plan: Security cameras, patrols of interior and exterior of the facility.
- A caregiver will grow for patients.

- Can you commit to paying for one Police Officer as a commitment to the community? Representative has to check with the applicant.
- Relationship to the applicant – advisor and relative.

MOVED by Chisholm, Seconded by Garrett to close the public hearing. **MOTION CARRIED unanimously.**

MOVED by Chisholm, Seconded by Nolen to recommend approval of the special conditions use with the noted conditions. **MOTION CARRIED unanimously.**

Site Plan:

Paul stated that the preservation of railroad spur is important and valuable. The site meets the landscaping requirements and meets the site plan requirements.

What is the waste disposal plan for cultivation sites? Paul stated the product will not be disposed of. Per the applicant, research is being done to determine if anything can be used as compost. Nothing will be placed in city trash.

MOVED by Davis, Seconded by Nolen to approve the site plan with conditions. **MOTION CARRIED unanimously.**

V. OLD BUSINESS

- A. Master Plan/zoning Ordinance Update
Master Plan Workshop (Wednesday, June 8th or June 15th or Thursday, June 16th)
Introduction of Mike Dean to assist with the Master Plan update. He will perform an audit of the ordinances to make sure all ordinances are in line with State regulations. Mike has been with McKenna 3 months, but a planner for some time. June 8th and 15th were proposed.
- B. Follow-up – 710 Middlebelt Public Hearing Notice
The addresses noted are outside of the 300 ft. radius for Public Hearing Notices.

VI. NEW BUSINESS

No new business.

VII. MISCELLANEOUS – Mr. Wooten resigned from the Planning Commission to the Zoning Board of Appeals

- A. Vice Chairperson/Secretary Position

MOVED by Ratliff, Seconded by Nolen to recommend Chisholm to serve as Secretary. There were no other nominations. Commissioner Chisholm accepted. **MOTION CARRIED unanimously.**

- B. High Water Bills

1. A suggestion was made to check the seals in your household to reduce water waste.

VIII. ADJOURNMENT – 7:55 p.m.

MOVED by Nolen, Seconded by Davis to adjourn the Planning Commission meeting held on May 9, 2016. **MOTION CARRIED unanimously.**

Respectfully submitted,

Marcus Hendricks, Chairman

Steven Chisholm, Secretary

M. Jeannie Fields
Community Development Manager



PLANNING COMMISSION PETITION
FOR
SPECIAL CONDITIONS / REGULATED LAND USE

Filing Fee SCU / RLU = \$1,450.00 plus \$6 an acre
Required Public Hearing = \$350.00

Case # 16-01 (SLU/RLU)

TO THE INKSTER CITY PLANNING COMMISSION:

Date Filed 1/12/16

The undersigned respectfully petition(s) Planning Commission to permit a Special Conditions / Regulated Land Use as hereinafter requested, and in support of this petition, the following facts are shown:

PROPERTY IDENTIFICATION

Street Address: 25907 Trowbridge

The property is located on the South side of Trowbridge Street, Between S. Beech Daly St Street and Bayhan St. Street.

It has frontage of 151 feet, a depth of 325 feet, and comprises of 1.10± acres.

Legal Description: SEE ATTACHED

Property Owner ECHO RENTAL LLC

Address: 25907 TROWBRIDGE INKSTER MI 48141

Phone: 313.274.5178 Fax 313 274 5183

☒ Yes, I do authorize representatives of the City of Inkster to access the property for the (initial) purpose of site investigation associated with this application.

- PROOF OF OWNERSHIP MUST BE ATTACHED TO THIS APPLICATION

PROPOSED USE MEDICAL MARIJUANA CULTIVATION / GROW FACILITY.

- Attach a statement indicating why the change of use requested is necessary for the preservation of substantial property rights, and why such change will not be detrimental to the public welfare, nor the property of other persons in the vicinity.

The undersigned Petitioner, being duly sworn, deposes and says that the statements and information herewith submitted are true and correct to the best of his/ her knowledge, information and belief; further, that s/he is authorized to submit this Petition.

[Signature]
Signature of Petitioner

RON BALL
Printed Name of Petitioner

11-4-15
Date
MANAGING PARTNER
Title of Petitioner

517-377-3000 517-485-8604
Petitioner Telephone Number Petitioner Fax Number
Company's Name MM GROUP INKSTER, LLC Petitioner E-Mail Address jvhindo@yahoo.com
Company's Address 255 S. OLD WOODWARD, SUITE 310, BIRMINGHAM, MI 48009

- PROOF OF REPRESENTATION MUST BE ATTACHED TO THIS APPLICATION IF THE PETITIONER IS NOT THE OWNER OF PROPERTY REQUESTING REVIEW.

Subscribed and sworn to before me this 4th day of November

My Commission Expires: 2/19/2021

[Signature]
Notary Public, Wayne County, Michigan
Ingham County



PLANNING COMMISSION
PETITION FOR
SITE PLAN REVIEW/SUBDIVISION PLAT

Case # 16-02 (SP)

Date Filed 1/12/16

TO THE INKSTER CITY PLANNING COMMISSION:

The undersigned respectfully petition(s) Planning Commission for site plan review as provided for by the Inkster, Michigan Code of Ordinance and in support of this Petition, the following facts are shown:

PROPERTY IDENTIFICATION

Street Address: 25907 TROWBRIDGE The property is located on the SOUTH side of
TROWBRIDGE Street, between BEECH DALY Street and BAYHAM Street.
It has frontage of 151 feet, a depth of 325 feet, and comprises 1.16 acres.

Legal Description: SEE ATTACHED

ZONING - This property is currently zoned M-1 LIGHT INDUSTRIAL

Property Owner: ECHO RENTAL LLC
Address: 25907 TROWBRIDGE Phone: 313-274-5178 Fax: 313-274-5183
INKSTER MI 48141

- ☒ Yes, I do authorize representatives of the City of Inkster to access the property for the purpose of site (Initial) investigation associated with this application.
☒ Yes, I do understand that all building, electrical, plumbing, and fire codes must be met prior to occupancy.
JS
Initial

PROOF OF OWNERSHIP MUST BE ATTACHED TO THIS APPLICATION

PROPOSED USE MEDICAL MARIJUANA CULTIVATION/GROW FACILITY

Clearly describe the proposed project - do not write "refer to plans": CONVERSION OF EXISTING LIGHT INDUSTRIAL BUILDING. CULTIVATION OF MEDICAL MARIJUANA BY REGISTERED QUALIFIED CAREGIVERS FOR QUALIFIED REGISTERED MICHIGAN PATIENTS.

- * ALL BUILDING MATERIALS MUST BE LABELED WITH PROJECT NAME OR CASE NUMBER & SUBMITTED TO THE PLANNING DEPARTMENT ALONG WITH SITE PLANS.

Eight (8) SETS OF SITE PLANS FOR COMMERCIAL DEVELOPMENT AND FOR RESIDENTIAL DEVELOPMENT, DRAWN AT A SUITABLE ENGINEERING SCALE SHOWING:

- Subject parcel
- Intended layout and landscaping plan
- All adjacent and abutting property lines, public rights of ways, zoning, and buildings within a radius of one hundred (100) feet
- Building floor plan and all building elevations.
- Storm, water, and sanitary sewers.

ALL PRINTS MUST BE FOLDED.

SITE PLAN REVIEW FEES:

Commercial - less than an acre..... \$1,750
Commercial - an acre or more \$1,800 + \$50 per acre
Residential - less than an acre \$1,450 plus \$6 per unit
Residential - an acre or more \$1,500 + \$6 per unit

Applicant is responsible for contract engineering and planning fees. Deposit required at time of application.
PLEASE NOTE - Partial acres are rounded off. On plans resubmitted for review, $\frac{1}{2}$ of the original fee. *ALL REVISIONS MUST BE BUBBLED ON RESUBMITTED PLANS. AN 8.5"X11" SITE PLAN OF FINAL ADMINISTRATIVELY APPROVED PLAN MUST BE PROVIDED FOR PLANNING COMMISSION MEETING. ALSO, A DIGITAL COPY OF FINAL PLAN ON CD-ROM SHALL BE PROVIDED.

AFFIDAVIT OF PETITIONER

The undersigned Petitioner, being duly sworn, deposes and says that the statements and information herewith submitted are true and correct to the best of his/ her knowledge, information and belief; further, that s/he is authorized to submit this Petition.

Printed Name of Petitioner Paul Ball

Signature of Petitioner [Signature]

Interest in Property Proposed Owner

Firm MM GROUP INKSTER LLC Address 253 S. OLD WOODWARD ROAD INKSTER MI 48009

Fax 517-995-8604 E-Mail Address JVHENDON@yahoo.com

Subscribed and sworn to before me this 4th day of November 2015

My Commission Expires: 2/19/2021

[Signature]
Notary Public, Wayne County, Michigan

Ingham County

March 14, 2016

Jeannie Fields, Community Development Manager
City of Inkster
26215 Trowbridge
Inkster, MI 48141

Subject: 16-01 (SCU #2) 25907 Trowbridge Ave.
Location: 25907 Trowbridge Ave.
Zoning: M-1 Light Industrial
Applicant(s): Ron Boji (M1M Inkster LLC; Owner – Echo Rental LLC)

Dear Ms. Fields:

At your request, we have reviewed the above-referenced applications for use subject to special conditions and site plan approval, and offer the following comments and findings for your consideration.

DESCRIPTION OF THE SITE

The site is located on the south side of Trowbridge Avenue, between Bayhan and Beech Daly, and has a total area of 1.10 acres. The site is currently occupied by a 9,535 square foot industrial building. The site plan does not specify the existing use, except to note it as "light industrial". The applicant is proposing to occupy the entire building. The site is in the M-1 (Light Industrial) District.

PERMITTED/RESTRICTED SPECIAL CONDITIONS USES IN M-1 DISTRICT

Medical marijuana cultivation facilities are a Special Conditions Use in the M-1 district. Per your request we have reviewed the Special Conditions Use application dated January 12, 2016. We have reviewed the application for compliance to the Inkster Zoning Ordinance regulations, prior conditions of approval and sound planning and zoning principles and offer the following comments for your consideration.

REVIEW OF SPECIAL CONDITIONS USE (\$155.289).

The following standards are applicable to all special conditions uses applications.

1. **Will be harmonious and in accordance with the goals, policies and actions of the Master Plan.**

The site is planned for Research Technology uses and is part of a special plan called "Trowbridge Corridor." The subject site is located a few properties to the east of Inkster City Hall and Trowbridge Corridor envisions the entrance at Beech Daly as a gateway into the City heading to City Hall and developing as a mixed use, pedestrian friendly corridor. The research technology use is to support larger scale office uses and developments.

The proposed cultivation facility while located appropriate under the present M-1 zoning, is not in keeping with the long term vision of the Master Plan for that area. A medical marijuana cultivation

center (MMCC) is a use that requires a highly secure facility and cannot be considered as being an office use or a pedestrian friendly use. The site is installing a pedestrian sidewalk which will enhance the walkability of the area. The building also will have some space that is not currently proposed for medical marijuana cultivation at this time. The inconsistency with a research and technology designation is mitigated by economic enhancement to the corridor/district. This finding can be made subject to the results of a public hearing.

2. **Will be designed constructed, operated, and maintained so as to be visually and physically harmonious and appropriate in appearance with the existing or intended character of the general vicinity and not change the essential scale and character of the area.** *This finding can be made.*
3. **Will be a visual, physical, and economic improvement in relation to the property in the immediate vicinity and to the City as a whole.** The proposed use may bring addition economic benefit to the City. *This finding can be made.*
4. **Will be served adequately by essential public services and facilities or that the persons responsible for the establishment of the proposed use will adequately provide any such service or facility.** . The proposed use is to be accommodated within an existing building that is served by the City's existing infrastructure. The cultivation facility will likely require additional water for growing of the plants, and also additional services in the form of police security and patrolling. *Additional comments from applicable City Departments should be sought in this regard.*
5. **Will not detract from the desirability and orderly function of residential or business uses.** Discretion shall be given to the impact of the proposed use upon existing uses, which may relate to traffic generation, sound, artificial lighting, odors, emission of exhaust gases, pedestrian traffic, hours and days of operation, creation of a public or private nuisance, opportunity for crime or criminal activity, congregation of individuals for purposes other than intended by the proposed use, and similar factors generated by the proposed use. The factors stated herein are not intended as a limitation upon the possible considerations and are by way of example only. The site is located in an industrial zone and is not located near to any residentially zoned district. To our knowledge, Medical Marijuana related uses have some issues related to odor of the product itself. TO address this, the applicant proposes to use 12 air scrubbers as a means of maintaining air quality in and around the structure. Information regarding security measures to be taken to secure merchandise on site or prior to transportation and deter any criminal activity or deter opportunity for crime must be adequately addressed. We defer to the Inkster Police Department on review and approval of the Security Plan.
6. **Will not erode or reduce the economic viability of other existing land uses. Consideration shall be given to the compatibility of other existing uses with the proposed use and maintaining land values within the City.** The proposed use is to be located in a stand-alone building and abuts other industrial uses to the east and west. There are additional industrial uses to the south across the railroad tracks and a motel to the north off Michigan Avenue. The proposed use is not likely to have an adverse impact on any of the existing uses in the vicinity. This finding can be made, subject to the results of a public hearing.

7. **Will not impose additional service demands upon the City or its anticipated future resources.** The proposed cultivation facility will likely require addition water and sewer services and also additional police and public safety services.
8. **Will further and enhance the health, safety, welfare, morals, character, comfort, convenience, and policies of the City, will not create excessive additional public costs or be detrimental to the economic welfare of the City.** While the proposed use is a commercial operation to grow marijuana to provide for the medical need of patients, the secondary effects of marijuana based uses are well documented. Unfortunately such uses do attract criminal elements and are an attractive nuisance. For these reasons, the proposed development could possibly be adverse to the safety, welfare, morals, character and comfort of the residents as a whole. We defer to the Inkster Police Department on review and approval of the Security Plan.
9. **Will be consistent with the intent and purposes of this Zoning Code, and comply with all specific standards as established for said use by this Ordinance.** *This finding can be made.*

REVIEW OF SPECIFIC STANDARDS FOR MEDICAL MARIJUANA CULTIVATION FACILITY (§155.146).

- (A) **300 foot radius of a residentially zoned district, or within a 500 foot radius of any library, church, child care center, licensed day care facility, preschool program center, primary, intermediate or secondary school, or like facility.** *This finding can be made.*
- (B) **Minimum Distance from other similar uses: 500 ft.** *This finding can be made.*
- (C) **A state registered and local business license is required for all facilities and primary caregivers. If the primary caregiver is not the owner of the premises then consent must be obtained in writing from the property owner to ensure the owner's knowledge of the use.** The applicant is following the City's process and this finding can be made. The applicant indicated on the application that they have a purchase agreement on the property.
- (D) **The marijuana will be kept in an enclosed, locked facility that permits access only by a registered primary caregiver or registered qualified patient.** *This finding can be made.*
- (E) **The facility shall be subject to quarterly inspections to confirm compliance in accordance with applicable laws, including, but not limited to, State Law and City Ordinances.** *This finding can be made and a note to this effect is on the site plan.*
- (F) **Hours of operations permitted: M-F: 9:00 AM – 9:00 PM; Sat.: 9:00 AM-6:00 PM; Sunday: 10:00 AM- 6:00 PM.** The site plan notes that the facility's hours of operation are "24 hours/day, 7 days/week" but also notes that employee access will be limited to this time and that no public access is permitted on the site.
- (G) **Drive-through facilities shall be prohibited.** *This finding can be made.*
- (H) **Security cameras shall be installed, maintained and approved by the City Police Chief. All security cameras shall have at least 120 concurrent hours of digitally recorded documentation. The security cameras shall be in operation 24 hours a day, seven days a week, and shall be set to**

maintain the record of the prior 120 hours of continuous operation. An alarm system is required that is operated and monitored by a recognized security company. *This finding can be made and a note to this effect is on the site plan.*

- (I) A conspicuous sign(s) shall be posted stating that “No loitering is permitted” on such property. *This finding can be made and a note to this effect is on the site plan.***
- (J) Exterior lighting shall be required for security purposes, but in accordance with the provisions of the Zoning Ordinance. *This finding can be made and a note to this effect is on the site plan.***

RECOMMENDATION

We recommend that Planning Commission hold a public hearing and recommend that City Council approve a Special Conditions Use to operate a Medical Marijuana Cultivation Center at 25907 Trowbridge Avenue, with the following Conditions:

1. The results of the public hearing are consistent with the findings presented in this letter.
2. Other City Departments comments are adequately addressed, if any.
3. The Chief of Police approves the security plan and system.

If you have any questions please don't hesitate to contact us.

Respectfully submitted,

McKENNA ASSOCIATES



Paul Lippens, AICP
Principal Planner

March 14, 2016

Jeannie Fields, Community Development Manager
City of Inkster
26215 Trowbridge
Inkster, MI 48141

Subject: 16-02 (SP#2) 25907 Trowbridge Ave.

Location: 25907 Trowbridge Ave.

Zoning: M-1 Light Industrial

Applicant(s): Ron Boji (M1M Inkster LLC; Owner – Echo Rental LLC)

Dear Ms. Fields:

At your request, we have reviewed the above-referenced applications for use subject to special conditions and site plan approval, and offer the following comments and findings for your consideration.

DESCRIPTION OF THE SITE

The site is located on the south side of Trowbridge Avenue, between Bayhan and Beech Daly, and has a total area of 1.10 acres. The site is zoned M-1 (Light Industrial) and is currently occupied by a 9,535 square foot industrial building. The site plan does not specify the existing use, except to note it as "light industrial". The applicant is proposing to occupy the entire building.

The following chart provides information of current land use, zoning, and future land use.

	Existing Land Uses	Current Zoning	Future Land Use Designation
Subject Site	Light Industrial	M-1, Light Industrial	Research Technology
North	Motel	B-3 General Business District	Mixed Use Commercial
South	Railroad Tracks	M-1, Light Industrial	Industrial
East	Industrial Building	M-1, Light Industrial	Research Technology
West	Industrial Building	M-1, Light Industrial	Research Technology

REVIEW COMMENTS

- Zoning and Use (§155.048(C)).** The proposed use is a Medical Marijuana Cultivation Center, which is permitted as a special conditions use subject to compliance with the general conditions listed in Section 155.289 and specific conditions listed in Section 155.146 of the Zoning Ordinance.

The M-1 district requires setbacks as follows: a 60 ft. front yard, no rear yard, and side yards with a minimum of 20 ft. and totaling 40 ft., the only lot size requirement is that dimensions permit parking, and landscaping, so the site plan complies with setback standards. The maximum lot

coverage is determined on the basis of required off-street parking, loading, greenbelt screening, and yard setbacks provided. The height of the structure is limited to 40 ft. The existing building is non-conforming with respect to the front yard setback (58.1') and the west side yard setback (5.3'). Existing building height is 20.75' (as scaled from the survey) and complies.

2. **Architectural Features (§155.072).** The existing building is constructed of brick on its front façade facing Trowbridge which projects out from the remaining building, while the remaining facades are block. The elevations note that the existing door on the north façade will be made narrower by the addition of brick to block of a side glass frame area. The tall slatted wood column feature next to the main entrance will be repaired and repainted as will the concrete block. The building exterior color complies with the standards of §155.072(F).
3. **Landscaping (§155.073).** Pursuant to §155.073, a landscape plan is provided. The site has an extensive green area along its frontage with a few trees and shrubs along the building foundation. Street trees are provided as required per section §155.073(G). Two Green Lindon and Two Red Maple are proposed. Per Section §155.073(F), show that water outlets will be provided within 100 feet of all plant material and a landscape maintenance statement is included on the plan.
4. **Walls (§155.074).** The Ordinance requires all loading and service areas in M-1 district to be screened from public view by a 6'-8' high wall. The existing building is located close to the west property line and has overhead doors on the east and south facades with additional open storage area on the south side of the site, which is labeled as to be cleaned up. The site plan indicates an existing 6' high chain link fence with gates around the entire property, extending from the front yard setback of the building to the side and rear property lines. Since the site abuts other industrial properties and either sides and the railroad tracks on the south side, we believe the existing fence is adequate to meet the intent of the ordinance. The loading area is sufficiently screened by the building.
5. **Waste Receptacle (Dumpster) or Storage Screening (§155.075).** The site plan indicates a new dumpster enclosure near the southeast side of the site. The enclosure is to be constructed of brick on block, to match the existing building and provided with wooden gates. Typical details have been noted and meet ordinance standards.
6. **Exterior Lighting (§155.076).** There is an existing light pole on Trowbridge Road across from the main access drive to the site. The elevations also indicate wall mounted fixtures on the east and south facades and note that all existing lighting will remain. A note on the site plan states that lighting will be shielded and downward facing and not exceed 0.3 foot-candles along any lot line.
7. **Off-Street Parking (§155.077) and Circulation.** The requirement for cultivation facilities would be considered to be similar to a wholesale establishment, which is 5 + 1 per employee in the largest working shift or 1 per 2,000 s. f., whichever is greater. Additionally, the parking requirement for the office space is one (1) per 250 square feet of gross floor area. The site plan notes the provision of 23 parking spaces, including 1 handicap accessible space.

The site has an existing 19 foot wide (as scaled from the survey) access drive off Trowbridge, which will be replaced by a new, curbed, 24 feet wide driveway and provided with concrete curbs to facility two-way movement for vehicles and comply with ordinance standards.

- a. To ensure adequate pedestrian access public sidewalk is provided on Trowbridge Street per section 155.082 (C)(4).
8. **Off-Street Loading and Unloading (\$155.079).** Buildings between 2001 - 20,001 sq. ft. in the M-1 district, are required to provide 1 off-street loading space measuring 10' x 70' and can be reduced in length to 35' upon recommendation of the City Planner. The existing building has 2 overhead doors on the southeast corner of the building. The site plan proposes a 12' x 35' loading space in this location.
9. **Drainage, soil control, sedimentation, utilities.** We understand that no changes to the existing drainage or utilities are proposed and we defer City Engineer regarding the need to require more details or a substantial review of these requirements.
10. **Comments from Other Departments.** All applicable City departments and consultants should review the site plan and identify any remaining issues.

RECOMMENDATION

At this time, we recommend that Planning Commission approve the site plan with the following conditions.

1. Concerns and comments of all other City Departments, if any, have been addressed.

If you have any questions about our letter or the site plan, please do not hesitate to contact us.

McKENNA ASSOCIATES



Paul Lippens, AICP
Principal Planner



Alfred Benesch & Company
615 Griswold, Suite 600
Detroit, MI 48226
www.benesch.com
P 313-963-0612
F 313-963-2156

February 25, 2016

City of Inkster
Department of Public Services
26900 Princeton
Inkster, MI 48141

Attn: Jerome Bivins, Department of Public Services Deputy Director

Regarding: 16-02 (SP)/16-01 (SLU)
25907 Trowbridge
Medical Marijuana Grow Facility
Site Plan 2nd Review

Dear Mr. Bivins:

Alfred Benesch & Company, (Benesch) has completed a review of the plans dated November 5, 2015 with the latest revision date of January 29, 2016 for the above referenced project. Comments for the applicant are summarized below:

1. Show the storm water pipelines for the existing catch basin located in the parking lot east of the building.
2. Show the water meter location and sanitary sewer and drain leads from the existing building to the existing utilities.
3. Provide the name and contact information for the waste disposal company serving the site.

Please call me at 313-234-0349 if you have any questions.

Sincerely,

Alfred Benesch & Company

A handwritten signature in black ink that reads "Carrie Loya-Smalley".

Carrie Loya-Smalley, P.E.
Project Engineer

CC: Mark Stuhldreher, Interim City Manager
Eric Tucker, P.E., Project Manager
File: 8-140008

INKSTER FIRE DEPARTMENT

Memorandum

To: M. Jeannie Fields, Community Development Manager

From: John Adams, Fire Chief

Date: February 26, 2016

Re: 25907 Trowbridge

The fire department has no objections to the site plan submitted for this property to proceed forward in this process.

Thank you.

Yours in Life Safety,

John D. Adams

John D. Adams

Fire Chief

City of Inkster's Department of Fire



INKSTER POLICE DEPARTMENT
Inter-Office Memorandum
OFFICE OF THE CHIEF

February 10, 2016

To: Ms. Jeannie Fields, Planning coordinator

Date: February 10, 2016

Subject: Review of Special Conditions Use

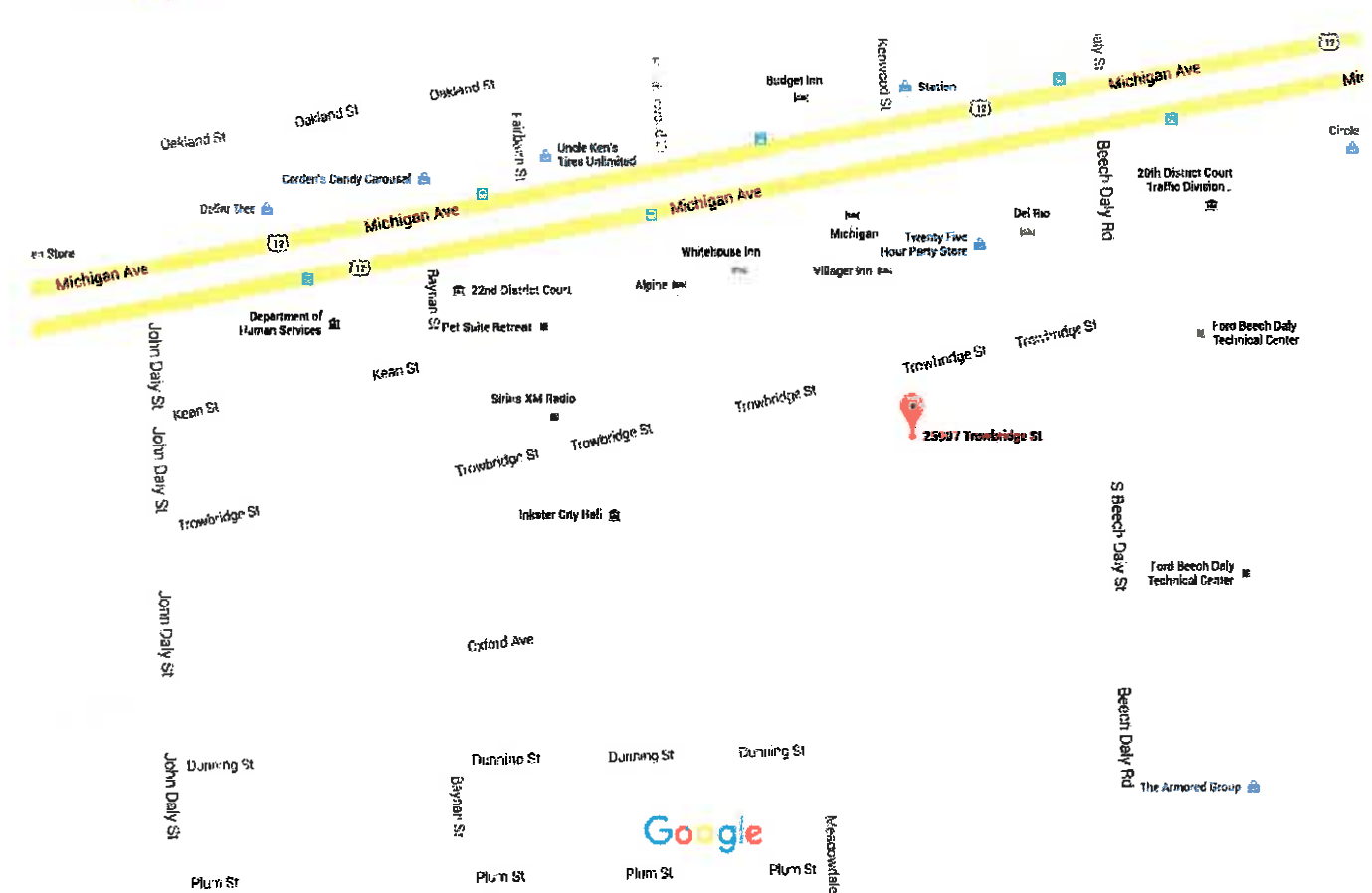
In regards to 16-01 (SCU #1) 25907 Trowbridge Avenue, I do not recommend this site unless there are at least one security personnel on the property on a 24 hours basis.

I am thankful that the owner is investing in video and audio recording devices to enhance the securing at the facility. However, the physical presence of a security person is needed on a 24 hour basis.

A handwritten signature in black ink, appearing to read 'William T. Riley, III', written over a horizontal line.

William T. Riley, III
Chief of Police
"Team Inkster"

Google Maps 25907 Trowbridge St

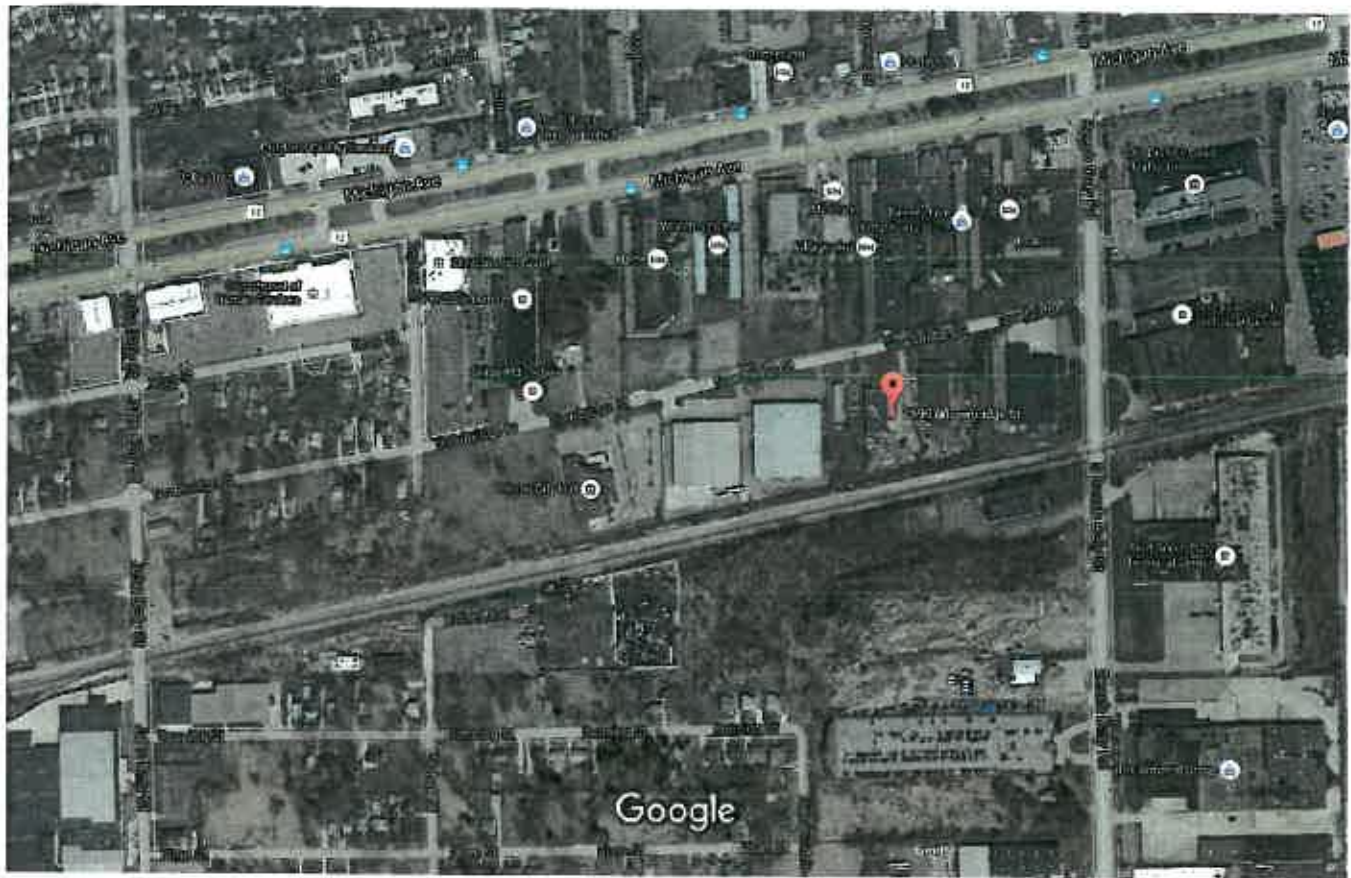


Map data ©2016 Google 200 ft



25907 Trowbridge St
Inkster, MI 48141

Google Maps 25907 Trowbridge St



Imagery ©2016 DigitalGlobe, U.S. Geological Survey, USDA Farm Service Agency, Map data ©2016 Google 200 ft



25907 Trowbridge St
Inkster, MI 48141

ZONING MAP

City of Inkster, Michigan

Districts

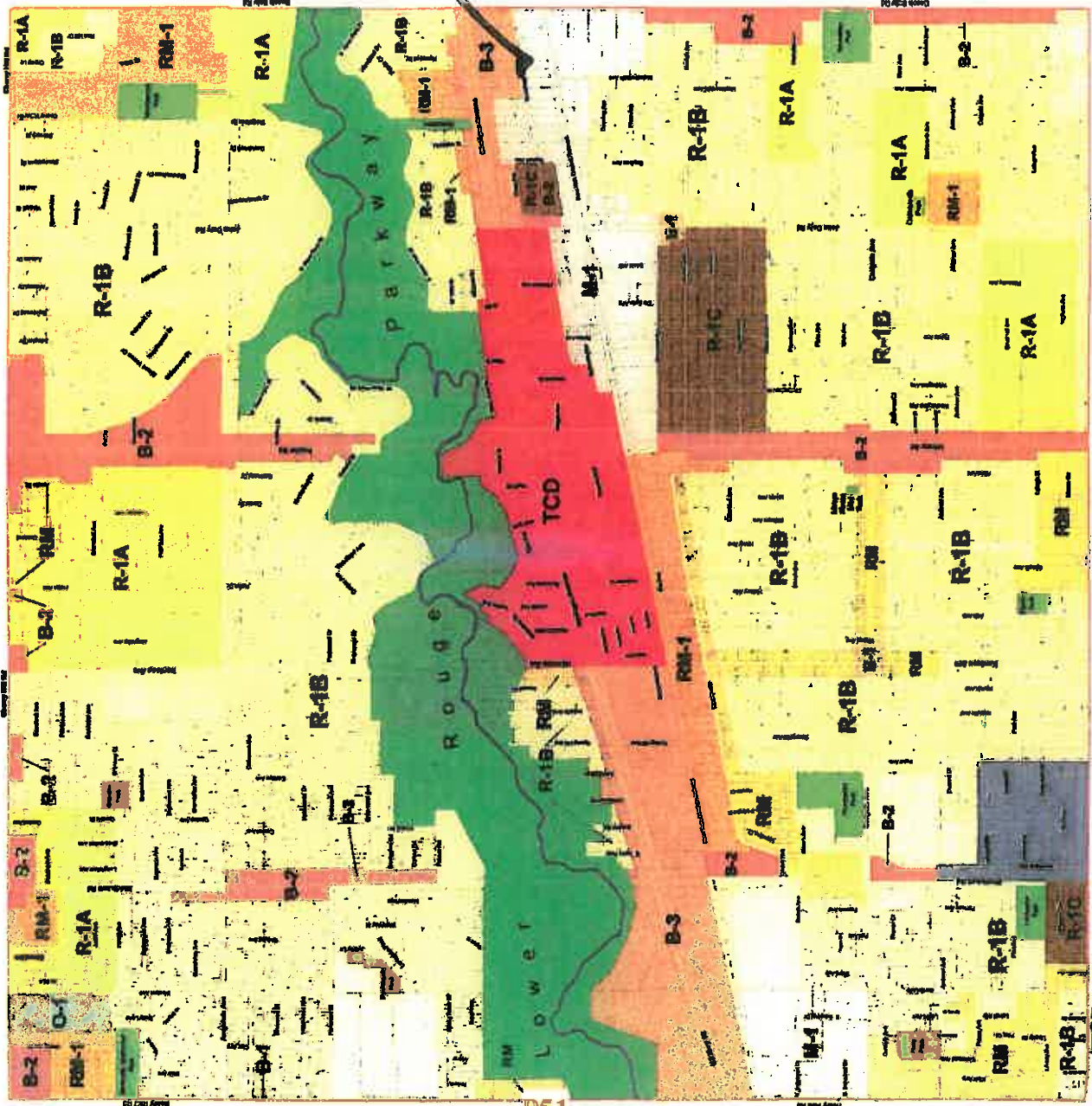
- R-1A One Family Residential District
- B-1B One Family Residential District
- R-1C One Family Residential District
- RM Restricted Multiple Dwelling District (Low Rise)
- RM-1 Multiple Family Residential District (Low Rise)
- O-1 Office District
- B-1 Local Business District
- B-2 Thoroughfare Mixed-Use District
- B-3 General Business District
- M-1 Light Industrial District
- TCD Town Center District
- Planned Unit Development (PUD)
- Parks and Open Space
- Rouge River Parkway

NOT TO SCALE. THE CITY OF INKSTER, MICHIGAN
HAS NO CONTROL OVER THE COLOR OF THE MAP.



CITY OF INKSTER
INKSTER, MICHIGAN

WADE TRIM
2000 Boulevard Road, Troy, MI 48063
734-967-0000



25967 TRAWBRIDGE

REQUEST FOR COUNCIL ACTION

To: Mark Stuhldreher, Treasurer/Interim City Manager

Date: May 10, 2016

From: M. Jeannie Fields, Manager *mgf*
Community Development

Date for Council Consideration: May 16, 2016

ACTION REQUESTED: Consider approval of a Special Conditions Use (SCU 16-05) to allow a Medical Marijuana Cultivation Center located at 2736 Edsel in the M-1 Light Industrial District with conditions noted as recommended by the Planning Commission. The applicant is 2736 Edsel, LLC.

Current Action X Emergency Future

Funds Budgeted: If Yes Account # No N/A X

Treasurer's Approval *MS*

BACKGROUND INFORMATION

A variance was sought and approved at the Zoning Board of Appeals March 3, 2016, for a reduction in the front yard setback from the required 60 feet to 15 feet for the new construction of an 11,745 square foot building. The building was later reduced to a new 6,077 square foot building.

On Monday, April 11, 2016, a public hearing was planned at the Planning Commission Meeting for consideration of a Medical Marijuana Provisionary Center to be located at 25907 Trowbridge in the M-1 Light Industrial District. A quorum was not reached for the meeting. As a result, the public hearing had to be rescheduled for May 9, 2016.

On Monday, May 9, 2016, the Inkster Planning Commission conducted a public hearing as a requirement for a Special Conditions Use for the consideration of a Medical Marijuana Cultivation Center to be located at 2736 Edsel in the M-1 Light Industrial District. The applicant is 2736 Edsel, LLC.

The Planning Commission reviewed the Special Conditions Use along with the accompanying Site Plan. The Special Conditions Use request was recommended for approved with the following conditions:

1. The results of the public hearing are consistent with the findings presented in the Special Conditions Use planning letter.
2. Other City Departments comments are adequately addressed, if any.
3. The Chief of Police approves the security plan and system.
4. A note stating a "no loitering" sign will be added to the site.

Draft minutes from the meeting are attached along with applicant information and associated maps.

SCOPE OF SERVICES

N/A

JUSTIFICATION

Per the McKenna Associates Special Conditions Use letter dated April 25, 2016, the proposed use is consistent with the goals, policies and vision of the Master Plan for the area. Additional comments may be found in the attached letter. A recommendation was made for approval of the Special Conditions Use.

PROJECT OR IMPROVEMENT TASKS

1. Develop a plan to diversify the tax base to ensure a sustainable budget for Inkster.
2. Improve and promote the image of Inkster.

COSTS

All costs are incurred by the petitioner and must be paid in full prior to final approval.

PROJECT TIME TABLE

N/A

RESOLUTION

Resolved by _____ Seconded by _____

To approve a Special Conditions Use (SCU 16-05) to allow a Medical Marijuana Cultivation Center located at 2736 Edsel in the M-1 Light Industrial District with conditions noted as recommended by the Planning Commission.

Yes:

No:

Absent:

**CITY OF INKSTER
PLANNING COMMISSION
MINUTES**

A regular meeting was held on **Monday, May 9, 2016**, in the Inkster City Council Chambers, located at 26215 Trowbridge, Inkster, Michigan.

A quorum was reached. Chairman Hendricks called the meeting to order at 6:02 p.m.

I. ROLL CALL

Present: Chairman Hendricks and Vice Chairman Garrett and Commissioners Chisholm, Davis, Jones, Nolen and Ratliff

Absent: Commissioners Thomas and Wells

Others in attendance: Mark Stuhldreher, Treasurer/Interim City Manager
M. Jeannie Fields, Community Development Manager
Paul Lippins – McKenna Associates
Timothy Williams – Mayor Pro Tem
John Hindo, Applicant Representative – 25907 Trowbridge
Frank Sesi, Applicant Representative – 2736 Edsel

Public in attendance: Ed Etchen, Dorothy Gardner, Raad Kello, Mike Kelly and Jean Searcy

II. ADOPTION OF AGENDA

MOVED by Garrett, Seconded by Nolen to adopt the agenda. **MOTION CARRIED unanimously.**

III. ADOPTION OF MINUTES OF April 25, 2016

MOVED by Garret, Seconded by Nolen to adopt the minutes of April 25, 2016 with the necessary corrections. **MOTION CARRIED unanimously.**

IV. PUBLIC HEARING

A. Case #16-01 (SCU)/16-2 (SP) – 25907 Trowbridge
Public Hearing to receive public input and review special conditions use requirements and associated review of site plan (SP) requirements to allow a Medical Marijuana Cultivation Center in the M-1 Light Industrial District. M1M Group Inkster, LLC is the applicant.

MOVED by Garrett, Seconded by Nolen to open the public hearing. **MOTION CARRIED unanimously.**

Paul gave an overview of the case and recommended approval of the special conditions use and site plan.

Commissioner Question: Per the SCU letter, the use is not keeping with the Master Plan (#1 in the letter). Paul stated the future use for the area per the Master Plan is technology and research. However, the economic enhancement within the area mediates this fact.

Also, per the letter, it is not a pedestrian friendly use. Paul explained that there is a requirement to put in a sidewalk. Concerns were addressed regarding the security plan. The Police Chief reviewed the security plan and required 24-hr. surveillance.

Public:

- Property owner to the East: He recently renovated his property and he will be in that location for years to come. Concerns: What project consists of/security/property improvements/public profile – signage/will property values be affected.
- Resident: Clarification on sidewalk. Concern is that this company has made promises to the City and has not kept them. Also, consider House Bill 4902.

MOVED by Nolen, Seconded by Chisholm to close the public hearing. **MOTION CARRIED unanimously.**

Commissioners:

- What is the security plan? 24-hr. surveillance and a person on site 24 hrs.
- Applicant: Addressed security plan; low advertisement.
- Who is allowed in the building? Caregivers and caregiver patients (by State law); 8 a.m. to 4 or 5 p.m., Monday through Sunday; 1 caregiver and 5 patients in the product room (per State law).
- Applicant is looking at long-term use of the building.
- This is not a wholesale or retail operation.
- Caregiver is growing product.
- The patient cultivates and helps grow the product, if desired.
- Only caregiver and patients are allowed in the locked room of the product.
- The product would be distributed to other businesses? No.
- Delivery is available. Patients will not pick it up but can assist with cultivation.
- What is the beneficial impact on the city? Improvements made to building. Another reputable business owner in the city.
- Will the business give back to the community? One client, Mr. Boji, is well established in the city. He has done developments to include city developments.
- The goal is to be a good neighbor. They have complied with the requests of the Police Chief. If security issues arise, they will address them. The goal is not to be a nuisance.
- Commissioner: A prior commitment was made by Mr. Boji to fund 1 Police Officer annually. Hindo has to confirm this with the applicant.
- Construction equipment in the back. Any business going on now? Property is owned by owner. They will purchase it if the request is approved and the equipment will be removed.
- Question to Paul: Does economic enhancement override the future of the Master Plan? Do we delay the future Master Plan? The city is in the process of updating the Master Plan. This is the time to look at the future by adding uses, re-looking at corridors identified. Medical Marijuana was not a use identified at that time. As a result, it is not consistent with the Master Plan. This can be migrated by the economic enhancements which is keeping in line with the Master Plan. Discussion ensued.
- Should the Planning Commission consider the economic impact of a business? Paul addressed this in his letter. 1) Taxes assessed, 2) Improvements to site, 3) Business fees (\$10,000) and 4) In the future, additional tax revenues. Business license fees should re-coop negative impacts.
- Commissioner reviewed special conditions use letter #8.

- Question to Mike Kelly of the type of his business? Environmental maintenance company. His concerns related to how that business affects his business (security – the safety of his people) and property values. Not concerned with how they do their business.

MOVED by Davis, Seconded by Nolen to recommend approval of special conditions use. **MOTION CARRIED.** (Nay – Garrett and Jones).

Site Plan:

Paul explained that all the ordinance requirements have been met on the site plan.

A question was raised regarding the sidewalk requirement due to there being no sidewalks on the other properties. Every business should be required to do sidewalks. This is required by the ordinance. It was decided that we should begin to enforce this requirement.

Wall Requirements: The Planning Commission has the authority to waive wall requirements or screening requirements in this case since it is an industrial-to-industrial business. Discussion ensued.

MOVED by Davis, Seconded by Nolen to recommend approval of the site plan with conditions noted. **MOTION CARRIED unanimously.**

What type of trees will be planted and will they be planted across the water line? Trees should not affect the water main and the tree roots will not affect it.

B. Case #16-05 (SCU)/16-06 (SP) – 2736 Edsel

Public Hearing to receive public input and review special conditions use requirements and associated review of site plan (SP) requirements to allow a Medical Marijuana Cultivation Center in the M-1 Light Industrial District. 2736 Edsel, LLC is the applicant.

MOVED by Chisholm, Seconded by Nolen to open the public hearing. **MOTION CARRIED unanimously.**

Paul gave an overview of the case. A variance was granted to reduce the front yard setback from 60 feet to 15 feet for the site located at 2736 Edsel Avenue. The site is currently designed so that it could be expanded. A revision was made to the site plan to build the site in two phases.

Public:

No public comments.

Applicant:

- Frank Sesi (representative of the applicant): The vacant property has been up for sale for some time. This property will be improved.

Commissioners:

- Special conditions use, Item 9H. The Police department will only approve the security cameras, not install or maintain them.
- Security Plan: Security cameras, patrols of interior and exterior of the facility.
- A caregiver will grow for patients.

- Can you commit to paying for one Police Officer as a commitment to the community? Representative has to check with the applicant.
- Relationship to the applicant – advisor and relative.

MOVED by Chisholm, Seconded by Garrett to close the public hearing. **MOTION CARRIED unanimously.**

MOVED by Chisholm, Seconded by Nolen to recommend approval of the special conditions use with the noted conditions. **MOTION CARRIED unanimously.**

Site Plan:

Paul stated that the preservation of railroad spur is important and valuable. The site meets the landscaping requirements and meets the site plan requirements.

What is the waste disposal plan for cultivation sites? Paul stated the product will not be disposed of. Per the applicant, research is being done to determine if anything can be used as compost. Nothing will be placed in city trash.

MOVED by Davis, Seconded by Nolen to approve the site plan with conditions. **MOTION CARRIED unanimously.**

V. OLD BUSINESS

A. Master Plan/zoning Ordinance Update

Master Plan Workshop (Wednesday, June 8th or June 15th or Thursday, June 16th) Introduction of Mike Dean to assist with the Master Plan update. He will perform an audit of the ordinances to make sure all ordinances are in line with State regulations. Mike has been with McKenna 3 months, but a planner for some time. June 8th and 15th were proposed.

B. Follow-up – 710 Middlebelt Public Hearing Notice

The addresses noted are outside of the 300 ft. radius for Public Hearing Notices.

VI. NEW BUSINESS

No new business.

VII. MISCELLANEOUS – Mr. Wooten resigned from the Planning Commission to the Zoning Board of Appeals

A. Vice Chairperson/Secretary Position

MOVED by Ratliff, Seconded by Nolen to recommend Chisholm to serve as Secretary. There were no other nominations. Commissioner Chisholm accepted. **MOTION CARRIED unanimously.**

B. High Water Bills

1. A suggestion was made to check the seals in your household to reduce water waste.

VIII. ADJOURNMENT – 7:55 p.m.

MOVED by Nolen, Seconded by Davis to adjourn the Planning Commission meeting held on May 9, 2016. **MOTION CARRIED unanimously.**

Respectfully submitted,

Marcus Hendricks, Chairman

Steven Chisholm, Secretary

M. Jeannie Fields
Community Development Manager

City of Inkster
26215 Trowbridge
Inkster, Michigan 48141



Planning & Economic Development
313-563-6760
313-563-6488 (Fax)

PLANNING COMMISSION PETITION
FOR
SPECIAL CONDITIONS / REGULATED LAND USE

Filing Fee SCU / RLU = \$1,450.00 plus \$6 an acre
Required Public Hearing = \$350.00

Case # 16-05 (SLU/RLU)

TO THE INKSTER CITY PLANNING COMMISSION:

Date Filed 1-12-16
1-6-16 *SN*

The undersigned respectfully petition(s) Planning Commission to permit a Special Conditions / Regulated Land Use as hereinafter requested, and in support of this petition, the following facts are shown:

PROPERTY IDENTIFICATION

Street Address: 2736 Edsel Avenue, Inkster, MI 48141

The property is located on the west side of Edsel Street, Between Princeton Street and New York Central Rail / Pontiac Street

It has frontage of 179.87 feet, a depth of 200 feet, and comprises of .87 acres.

Legal Description: Lots B and North 1/2 of Lot 9 of WHITTEN SUBDIVISION according to the plat thereof recorded in Liber 83 of Plats, Page 4 of

Property Owner TANNER Industries, Inc., subject to contract WAYNE County Records

Address: 25850 Grand River Ave, Redford Township, MI 48240

Phone: (989) 430-1173 Fax (248) 250-5597

☒ Yes, I do authorize representatives of the City of Inkster to access the property for the (initial) purpose of site investigation associated with this application.

PROOF OF OWNERSHIP MUST BE ATTACHED TO THIS APPLICATION

PROPOSED USE Medical MARIJUANA Facility (Cultivation)

Attach a statement indicating why the change of use requested is necessary for the preservation of substantial property rights, and why such change will not be detrimental to the public welfare, nor the property of other persons in the vicinity.

The undersigned Petitioner, being duly sworn, deposes and says that the statements and information herewith submitted are true and correct to the best of his/ her knowledge, information and belief; further, that s/he is authorized to submit this Petition.

Elias Sesi
Signature of Petitioner
Elias Sesi
Printed Name of Petitioner

1/5/16
Date
Member, 2736 Edsel, LLC
Title of Petitioner

(989) 430-1173
Petitioner Telephone Number
(248) 250-5597
Petitioner Fax Number

JOEY@JPKLEGAL.COM
Petitioner E-Mail Address

Company's Name 2736 Edsel, LLC
Company's Address 25850 Grand River, Redford Township, MI 48240

PROOF OF REPRESENTATION MUST BE ATTACHED TO THIS APPLICATION IF THE PETITIONER IS NOT THE OWNER OF PROPERTY REQUESTING REVIEW.

Subscribed and sworn to before me this 5th day of JANUARY 2016

My Commission Expires: 3-17-17

JOEY
Notary Public, Wayne County, Michigan
OAKLAND



PLANNING COMMISSION
PETITION FOR
SITE PLAN REVIEW/SUBDIVISION PLAT

Case # 1606 (SP)
Date Filed 1-12-16 2016

TO THE INKSTER CITY PLANNING COMMISSION:

The undersigned respectfully petition(s) Planning Commission for site plan review as provided for by the Inkster, Michigan Code of Ordinance and in support of this Petition, the following facts are shown:

PROPERTY IDENTIFICATION

Street Address: 2736 Edsel
The property is located on the West side of
Edsel Street, between Princeton Street and Railroad/Pontiac Street
It has frontage of 124.88 feet, a depth of 200 feet, and comprises .87 acres.

Legal Description: Lot(s) 8 and North 1/2 of Lot 9 of WHITEN SUBDIVISION
According to the plat thereof recorded in Liber B3 of Plats, Page 4 of
Wayne County records

ZONING - This property is currently zoned M-1 Light Industrial

Property Owner: 2736 Edsel, LLC under contract with Tanner Industries, Inc.
Address: 25850 Grand River, Royal Oak, MI Phone: (981) 430-1173 Fax: (248) 250-5597

- ☒ Yes, I do authorize representatives of the City of Inkster to access the property for the purpose of site
(Initial) investigation associated with this application.
☒ Yes, I do understand that all building, electrical, plumbing, and fire codes must be met prior to occupancy.
Initial MS

PROOF OF OWNERSHIP MUST BE ATTACHED TO THIS APPLICATION

PROPOSED USE Medical Marijuana Facility

Clearly describe the proposed project - do not write "refer to plans": Construction of new
building approximately 11,000 square feet to be used as a
medical marijuana cultivation facility

- * ALL BUILDING MATERIALS MUST BE LABELED WITH PROJECT NAME OR CASE NUMBER & SUBMITTED TO THE PLANNING DEPARTMENT ALONG WITH SITE PLANS.

Eight (8) SETS OF SITE PLANS FOR COMMERCIAL DEVELOPMENT AND FOR RESIDENTIAL DEVELOPMENT, DRAWN AT A SUITABLE ENGINEERING SCALE SHOWING:

- Subject parcel
- Intended layout and landscaping plan
- All adjacent and abutting property lines, public rights of ways, zoning, and buildings within a radius of one hundred (100) feet
- Building floor plan and all building elevations.
- Storm, water, and sanitary sewers.

ALL PRINTS MUST BE FOLDED.

SITE PLAN REVIEW FEES:

Commercial - less than an acre..... \$1,750
Commercial - an acre or more..... \$1,800 + \$50 per acre
Residential - less than an acre..... \$1,450 plus \$5 per unit
Residential - an acre or more..... \$1,500 + \$5 per unit

Applicant is responsible for contract engineering and planning fees. Deposit required at time of application.
PLEASE NOTE - Partial acres are rounded off. On plans resubmitted for review, 1/2 of the original fee. *ALL
REVISIONS MUST BE BUBBLED ON RESUBMITTED PLANS. AN 8.5"X11" SITE PLAN OF FINAL ADMINISTRATIVELY
APPROVED PLAN MUST BE PROVIDED FOR PLANNING COMMISSION MEETING. ALSO, A DIGITAL COPY OF FINAL
PLAN ON CD-ROM SHALL BE PROVIDED.

AFFIDAVIT OF PETITIONER

The undersigned Petitioner, being duly sworn, deposes and says that the statements and information herewith submitted are true and correct to the best of his/ her knowledge, information and belief, further, that s/he is authorized to submit this Petition.

Printed Name of Petitioner Elias Sesi, member, 2736 Edsel, LLC
Signature of Petitioner [Signature]
Interest in Property Purchaser under contract
Firm [Signature]
Fax (248) 250-5597 Address 25850 Grand River Phone (981) 430-1173
E-Mail Address Joey@JDKLegal.com

Subscribed and sworn to before me this 5th day of JANUARY, 2016

My Commission Expires: 3-17-17

[Signature]
Notary Public, Wayne County, Michigan
OAKLAND

April 25, 2016

Jeannie Fields, Community Development Manager
City of Inkster
26215 Trowbridge
Inkster, MI 48141

Subject: 15-41 (SCU#3) 2376 Edsel Avenue
Location: 2376 Edsel Avenue
Zoning: M-1 Light Industrial
Applicant(s): Elias Sesi (Owner and Partner: 2376 Edsel LLC)

Dear Ms. Fields:

At your request, we have reviewed the above-referenced applications for use subject to special conditions and site plan approval, and offer the following comments and findings for your consideration.

DESCRIPTION OF THE SITE

The site is located on the west side of Edsel Avenue, where it dead ends. The site has a total area of 0.87 acres, is zoned M-1 (Light Industrial) and is currently occupied by a building that is to be demolished. The applicant is proposing to construct a new 6,077 square foot building. The site plan is designed with space reserved for a 4,260 square foot building expansion. The 4,260 square foot building expansion is not included in this special conditions approval, the applicant will be required to seek a new special conditions approval if they wish to expand the medical marijuana cultivation use into a new building addition at a future date.

PERMITTED/RESTRICTED SPECIAL CONDITIONS USES IN M-1 DISTRICT

Medical marijuana cultivation facilities are a Special Conditions Use in the M-1 district. Per your request we have reviewed the Special Conditions Use application dated January 12, 2016. We have reviewed the application for compliance to the Inkster Zoning Ordinance regulations, prior conditions of approval and sound planning and zoning principles and offer the following comments for your consideration.

REVIEW OF SPECIAL CONDITIONS USE (\$155.289).

The following standards are applicable to all special conditions uses applications.

1. **Will be harmonious and in accordance with the goals, policies and actions of the Master Plan.**

The site is planned for industrial uses which include manufacturing, assembly, warehousing, salvage facilities research/office and similar uses. The proposed cultivation facility is located in an area of industrial uses that are not in proximity to any residential uses. Therefore, the proposed use is consistent with the goals, policies and vision of the Master Plan for this area.

2. **Will be designed constructed, operated, and maintained so as to be visually and physically harmonious and appropriate in appearance with the existing or intended character of the general vicinity and not change the essential scale and character of the area.** *This finding can be made.*
3. **Will be a visual, physical, and economic improvement in relation to the property in the immediate vicinity and to the City as a whole.** *This finding can be made, subject to the results of a public hearing.*
4. **Will be served adequately by essential public services and facilities or that the persons responsible for the establishment of the proposed use will adequately provide any such service or facility.** The proposed use is to be accommodated within a new building that will require new water and sewer service lines from the City's infrastructure. The cultivation facility will likely require additional services in the form of police security and patrolling. *Additional comments from applicable City Departments should be sought in this regard.*
5. **Will not detract from the desirability and orderly function of residential or business uses.** Discretion shall be given to the impact of the proposed use upon existing uses, which may relate to traffic generation, sound, artificial lighting, odors, emission of exhaust gases, pedestrian traffic, hours and days of operation, creation of a public or private nuisance, opportunity for crime or criminal activity, congregation of individuals for purposes other than intended by the proposed use, and similar factors generated by the proposed use. The factors stated herein are not intended as a limitation upon the possible considerations and are by way of example only. The site is located in an industrial zone and is not located near to any residentially zoned district. To our knowledge, Medical Marijuana related uses have some issues related to odor of the product itself. Therefore, information regarding the provision of air scrubbers or other means of maintaining air quality in and around the structure must be provided. Additionally, a security plan has been provided. We defer to the Inkster Police Department on review and approval of the Security Plan.
6. **Will not erode or reduce the economic viability of other existing land uses. Consideration shall be given to the compatibility of other existing uses with the proposed use and maintaining land values within the City.** The proposed use is to be located in a stand-alone building and abuts other industrial uses to the south and east. There are additional industrial uses to the north across the railroad tracks. The proposed use is not likely to have an adverse impact on any of the existing uses in the vicinity. This finding can be made, subject to the results of a public hearing.
7. **Will not impose additional service demands upon the City or its anticipated future resources.** The proposed cultivation facility will require new utility leads to serve the building. The use of water is likely to be higher when compared to a convention industrial building and also additional police and public safety services may be required.
8. **Will further and enhance the health, safety, welfare, morals, character, comfort, convenience, and policies of the City, will not create excessive additional public costs or be detrimental to the economic welfare of the City.** While the proposed use is a commercial operation to grow marijuana to provide for the medical need of patients, the secondary effects of marijuana based uses are well documented. Unfortunately such uses do attract criminal elements and are an attractive nuisance. For these reasons, the proposed development could possibly be adverse to the safety, welfare,

morals, character and comfort of the residents as a whole. We defer to the Inkster Police Department on review and approval of the Security Plan.

9. **Will be consistent with the intent and purposes of this Zoning Code, and comply with all specific standards as established for said use by this Ordinance.** *This finding can be made.*

REVIEW OF SPECIFIC STANDARDS FOR MEDICAL MARIJUANA CULTIVATION FACILITY (§155.146).

- (A) **300 foot radius of a residentially zoned district, or within a 500 foot radius of any library, church, child care center, licensed day care facility, preschool program center, primary, intermediate or secondary school, or like facility.** *This finding can be made.*
- (B) **Minimum Distance from other similar uses: 500 ft.** To our knowledge the proposed use complies with this requirement.
- (C) **A state registered and local business license is required for all facilities and primary caregivers. If the primary caregiver is not the owner of the premises then consent must be obtained in writing from the property owner to ensure the owner's knowledge of the use.** *This finding can be made.*
The applicant has submitted copy of his driver's license and also copy of a purchase agreement for the subject site, which indicates that he is part of the purchasing entity. The applicant is following the City's process a note of the plan addresses this requirement.
- (D) **The marijuana will be kept in an enclosed, locked facility that permits access only by a registered primary caregiver or registered qualified patient.** *This finding can be made.*
- (E) **The facility shall be subject to quarterly inspections to confirm compliance in accordance with applicable laws, including, but not limited to, State Law and City Ordinances.** *This finding can be made and a note to this effect is on the site plan.*
- (F) **Hours of operations permitted: M-F: 9:00 AM – 9:00 PM; Sat.: 9:00 AM-6:00 PM; Sunday: 10:00 AM- 6:00 PM.** *This finding can be made and a note to this effect is on the site plan.*
- (G) **Drive-through facilities shall be prohibited.** *This finding can be made and a note to this effect is on the site plan.*
- (H) **Security cameras shall be installed, maintained and approved by the City Police Chief. All security cameras shall have at least 120 concurrent hours of digitally recorded documentation. The security cameras shall be in operation 24 hours a day, seven days a week, and shall be set to maintain the record of the prior 120 hours of continuous operation. An alarm system is required that is operated and monitored by a recognized security company.** *This finding can be made and a note to this effect is on the site plan.*
- (I) **A conspicuous sign(s) shall be posted stating that "No loitering is permitted" on such property.** A note to this effect must be added to the site plan.
- (J) **Exterior lighting shall be required for security purposes, but in accordance with the provisions of the Zoning Ordinance.** *This finding can be made and a note to this effect is on the site plan.*

RECOMMENDATION

We recommend that Planning Commission hold a public hearing and recommend that City Council approve a Special Conditions Use to operate a Medical Marijuana Cultivation Center at 2376 Edsel Avenue, with the following Conditions:

1. The results of the public hearing are consistent with the findings presented in this letter.
2. Other City Departments comments are adequately addressed, if any.
3. The Chief of Police approves the security plan and system.
4. A note stating a “no loitering” sign will be added to the site.

If you have any questions please don't hesitate to contact us.

Respectfully submitted,

McKENNA ASSOCIATES



Paul Lippens, AICP
Principal Planner

April 25, 2016

Jeannie Fields, Community Development Manager
City of Inkster
26215 Trowbridge
Inkster, MI 48141

Subject: 15-42 (SPR#3) 2736 Edsel Avenue

Location: 2736 Edsel Avenue

Zoning: M-1 Light Industrial

Applicant(s): Elias Sesi (Owner and Partner: 2376 Edsel LLC)

Dear Ms. Fields:

At your request, we have reviewed the above-referenced applications for use subject to special conditions and site plan approval, and offer the following comments and findings for your consideration.

DESCRIPTION OF THE SITE

The site is located on the west side of Edsel Avenue, where it dead ends. The site has a total area of 0.87 acres, is zoned M-1 (Light Industrial) and is currently occupied by a building that is to be demolished. The applicant is proposing to construct a new 6,077 square foot building, with a future expansion area reserved for a building addition of 4,260 square feet.

The following chart provides information of current land use, zoning, and future land use.

	Existing Land Uses	Current Zoning	Future Land Use Designation
Subject Site	Truck Refueling Site	M-1, Light Industrial	Industrial
North	R-O-W/Railroad Tracks	M-1, Light Industrial	Industrial
South	Industrial Building	M-1, Light Industrial	Industrial
East	Industrial Building	M-1, Light Industrial	Industrial
West	Vacant/wooded	M-1, Light Industrial	Industrial

REVIEW COMMENTS

- 1. Zoning and Use (§155.048(C)).** The proposed use is a Medical Marijuana Cultivation Center, which is permitted as a special conditions use subject to compliance with the general conditions listed in Section 155.289 and specific conditions listed in Section 155.146 of the Zoning Ordinance.

The M-1 district requires setbacks as follows: a 60 ft. front yard, no rear yard, and side yards with a minimum of 20 ft. and totaling 40 ft., the only lot size requirement is that dimensions permit parking, and landscaping, so the site plan complies with setback standards. The maximum lot

coverage is determined on the basis of required off-street parking, loading, greenbelt screening, and yard setbacks provided. *The proposed building has received variance from the Inkster ZBA from setback requirements to permit building siting that will not disturb a railroad spur on the north side of the site.*

2. **Architectural Features (§155.072).** The applicant has submitted elevations for the proposed building which indicates natural color concrete masonry with red brick accent columns, steel framed canopies, and glass block windows. Section 155.048 (a) requires light industrial buildings to be “well designed” and the proposed building meets the intent of this requirement and well as the exterior color the standards of §155.072(F).
3. **Landscaping (§155.073).** Pursuant to §155.073, a landscape plan for the site has been provided. Street trees are required per section §155.073(G). Based on the parcel frontage of 180 feet, 5 street trees are required. The plan indicates 3 pear trees and 5 Chinese juniper shrubs to be planted along the site’s Edsel frontage. The remaining green areas of the site are to be provided with sod. The plan also notes that all green areas shall be irrigated. The transformer located along the south property has landscape screening of Arborvitae on the west, east, and south sides.
4. **Walls (§155.074).** The Ordinance requires all loading and service areas in M-1 district to be screened from public view by a 6’-8’ high wall. The proposed building has its loading area and an overhead door on the west façade which faces a vacant wooded lot. The site plan indicates an 8’ high chain link fence along the entire perimeter of the property extending up to the front of the building and controlled by sliding gates on the north and south internal drives. Since the site abuts other industrial properties on all sides and the railroad tracks on the north side, we believe a fence is adequate to meet the intent of the ordinance and that the designated loading area is sufficiently screened from public view.
5. **Waste Receptacle (Dumpster) or Storage Screening (§155.075).** The site plan indicates a 12’ x 12’ trash enclosure on the northwest corner of the site. The enclosure is to be constructed of masonry to match the building and provided with reinforced wooden gates.
6. **Exterior Lighting (§155.076).** The applicant has submitted detailed photometric plan for the site which proposes the installation of 25 foot high light poles along the perimeter of the site lining the drive aisles. In addition, the plan indicates wall mounted light fixtures on the east and west facades of the building. Typical details have been noted and all fixtures are downward directed and shielded and are of acceptable design.
7. **Off-Street Parking (§155.077) and Circulation.** The requirement for cultivation facilities would be considered to be similar to a wholesale establishment, which is 5 + 1 per employee in the largest working shift or 1 per 2,000 s. f., whichever is greater. The site plan notes the provision of 8 parking spaces, including 2 handicap accessible spaces. A pedestrian access public sidewalk is provided on Edsel Street per section 155.082 (C)(4).
8. **Off-Street Loading and Unloading (§155.079).** Buildings between 2001 - 20,001 sq. ft. in the M-1 district, are required to provide 1 off-street loading space measuring 10’ x 70’ and can be reduced in length to 35’ upon recommendation of the City Planner. The site plan indicates a 12’ x 35’ loading

space abutting the dumpster on the west side of the site, which is sufficient to accommodate a future building expansion as indicated on the plan.

9. **Drainage, soil control, sedimentation, utilities.** We understand that no changes to the existing drainage or utilities are proposed and we defer City Engineer regarding the need to require more details or a substantial review of these requirements.
10. **Comments from Other Departments.** All applicable City departments and consultants should review the site plan and identify any remaining issues.

RECOMMENDATION

At this time, we recommend that Planning Commission approve the site plan with the following conditions.

1. Concerns and comments of all other City Departments, if any, have been addressed.

If you have any questions about our letter or the site plan, please do not hesitate to contact us.

Respectfully submitted,

McKENNA ASSOCIATES



Paul Lippens, AICP
Principal Planner



Alfred Benesch & Company
615 Griswold, Suite 600
Detroit, MI 48226
www.benesch.com
P 313-963-0612
F 313-963-2156

February 25, 2016

City of Inkster
Department of Public Services
26900 Princeton
Inkster, MI 48141

Attn: Jerome Bivins, Department of Public Services Deputy Director

Regarding: 16-06 (SP)/16-05 (SLU)
2736 Edsel Avenue
Medical Marijuana Cultivation Facility
Site Plan Conditional Approval

Dear Mr. Bivins:

Alfred Benesch & Company (Benesch) has completed a review of the plans dated December 8, 2015 with the latest revision date of February 3, 2016 for the above referenced project. Comments for the applicant are summarized below:

1. Final design of the detention basin will require approval by Wayne County. Wayne County typically requires a pretreatment system at the basin inlet to remove 80% average annual total suspended solids.
2. Proposed utilities shall maintain a minimum vertical clearance of 1.5-feet between existing and proposed utilities.
3. Provide the name and contact information for the waste disposal company serving the site.

Please call me at 313-234-0349 if you have any questions.

Sincerely,

Alfred Benesch & Company

Carrie Loya-Smalley, P.E.
Project Engineer

CC: Mark Stuhldreher, Interim City Manager
Eric Tucker, P.E., Project Manager
File: 8-140008

INKSTER FIRE DEPARTMENT

Memorandum

To: M. Jeannie Fields, Community Development Manager

From: John Adams, Fire Chief

Date: February 26, 2016

Re: 2736 Edsel

The fire department has no objections to the site plan submitted for this property to proceed forward in this process.

Thank you.

Yours in Life Safety,

John D. Adams

John D. Adams

Fire Chief

City of Inkster's Department of Fire



INKSTER POLICE DEPARTMENT
Inter-Office Memorandum
OFFICE OF THE CHIEF

To: Ms. Jeannie Fields, Planning Coordinator

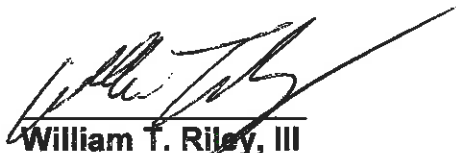
Date: February 23, 2016

Re: Site Plan Review
Edsel LLC, 2736 Edsel Avenue

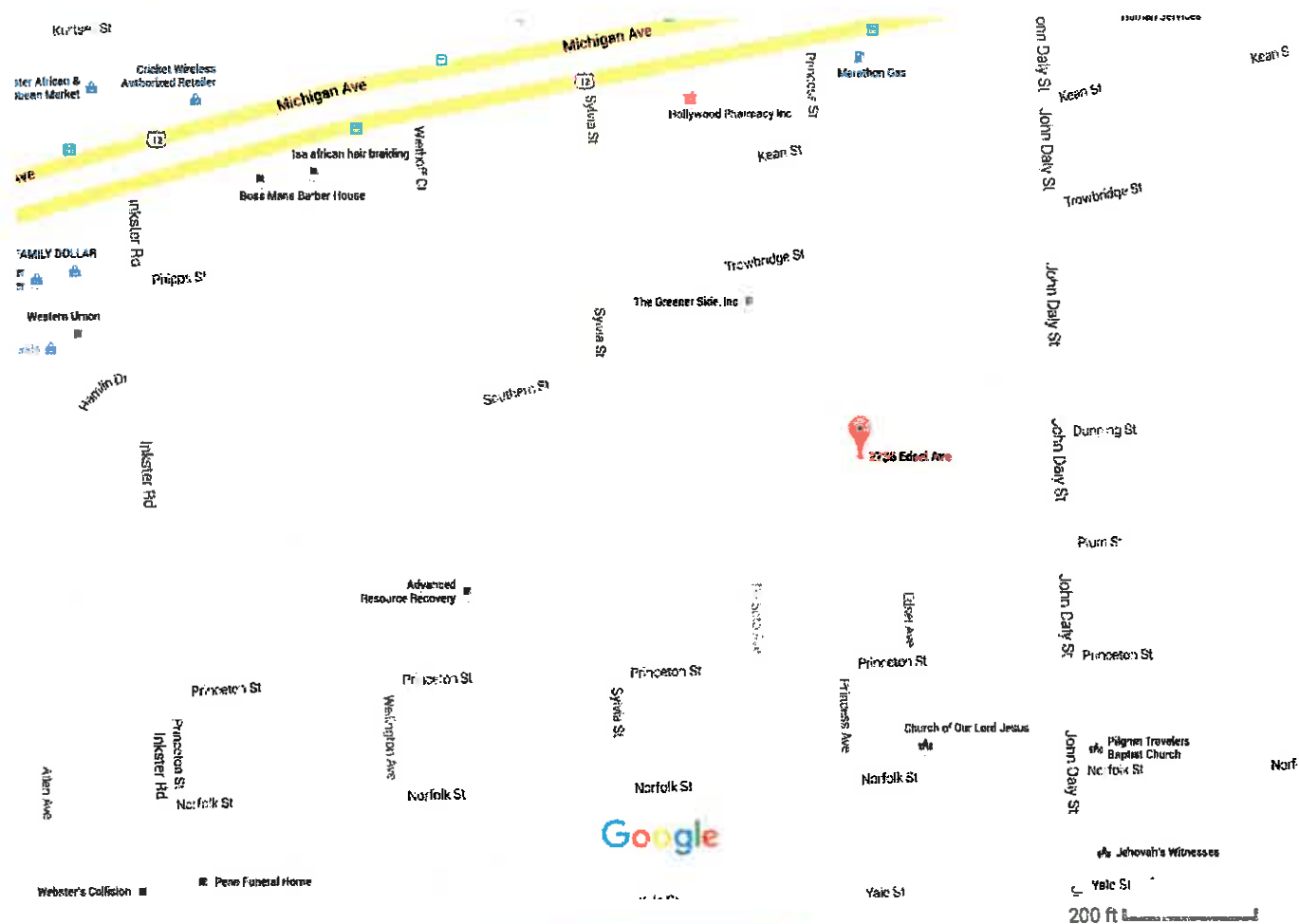
I have conducted a review of the following address and listed my concerns as:

Case 16-05 and 16-06, Edsel LLC, 2736 Edsel Avenue

- Making sure of adequate security, recommending at least one security person at the facility 24 hours a day.
- Make sure safe and/or safe room is note on building plans
- Make sure security cameras are in place inside and out
- Make sure all plant waste is compost


William T. Riley, III
Chief of Police

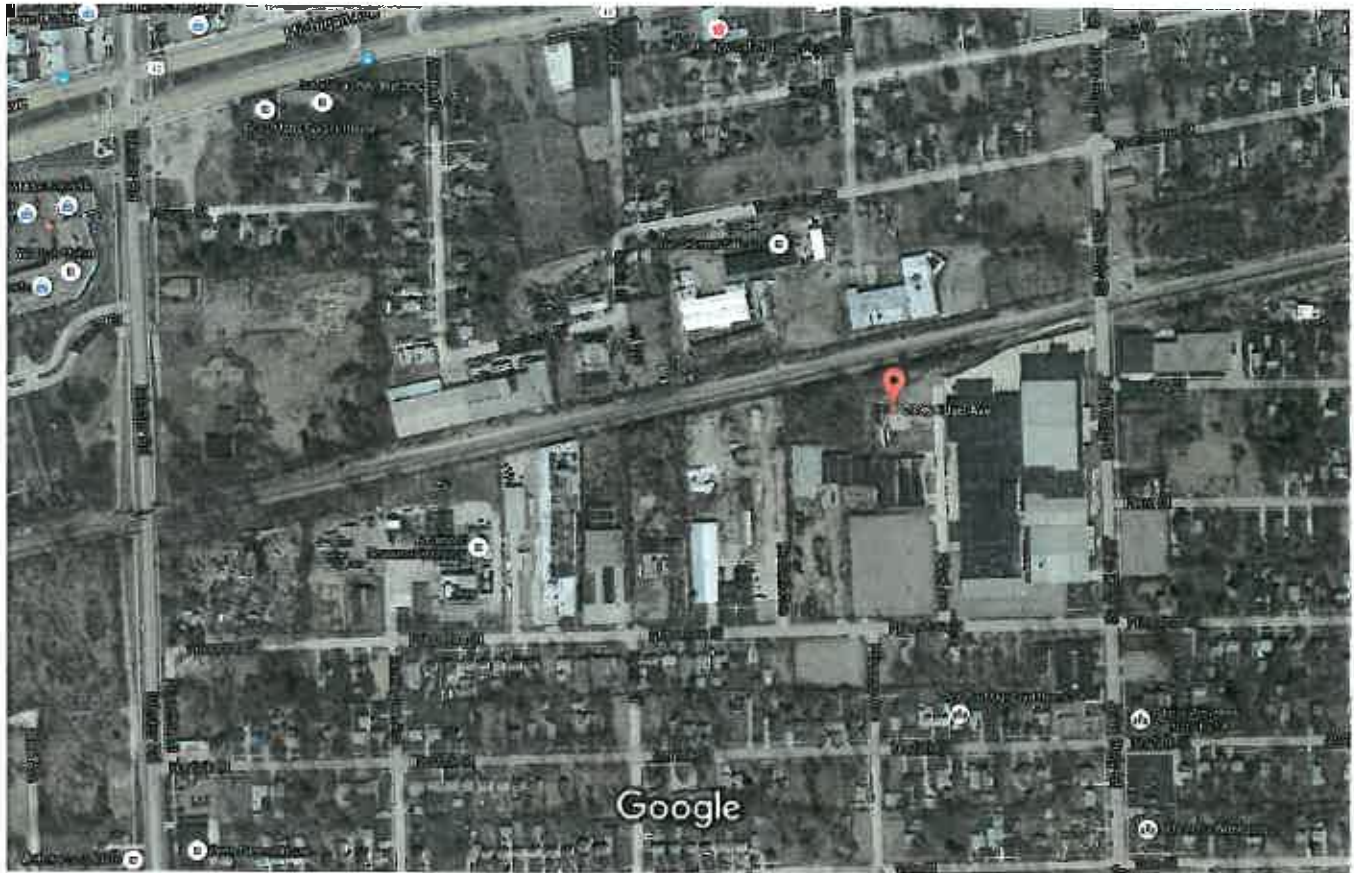
Google Maps 2736 Edsel Ave



2736 Edsel Ave

Inkster, MI 48141

Google Maps 2736 Edsel Ave



Imagery ©2016 DigitalGlobe, U.S. Geological Survey, USDA Farm Service Agency, Map data ©2016 Google 200 ft



2736 Edsel Ave
Inkster, MI 48141

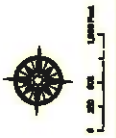
2739 EOSEL

ZONING MAP

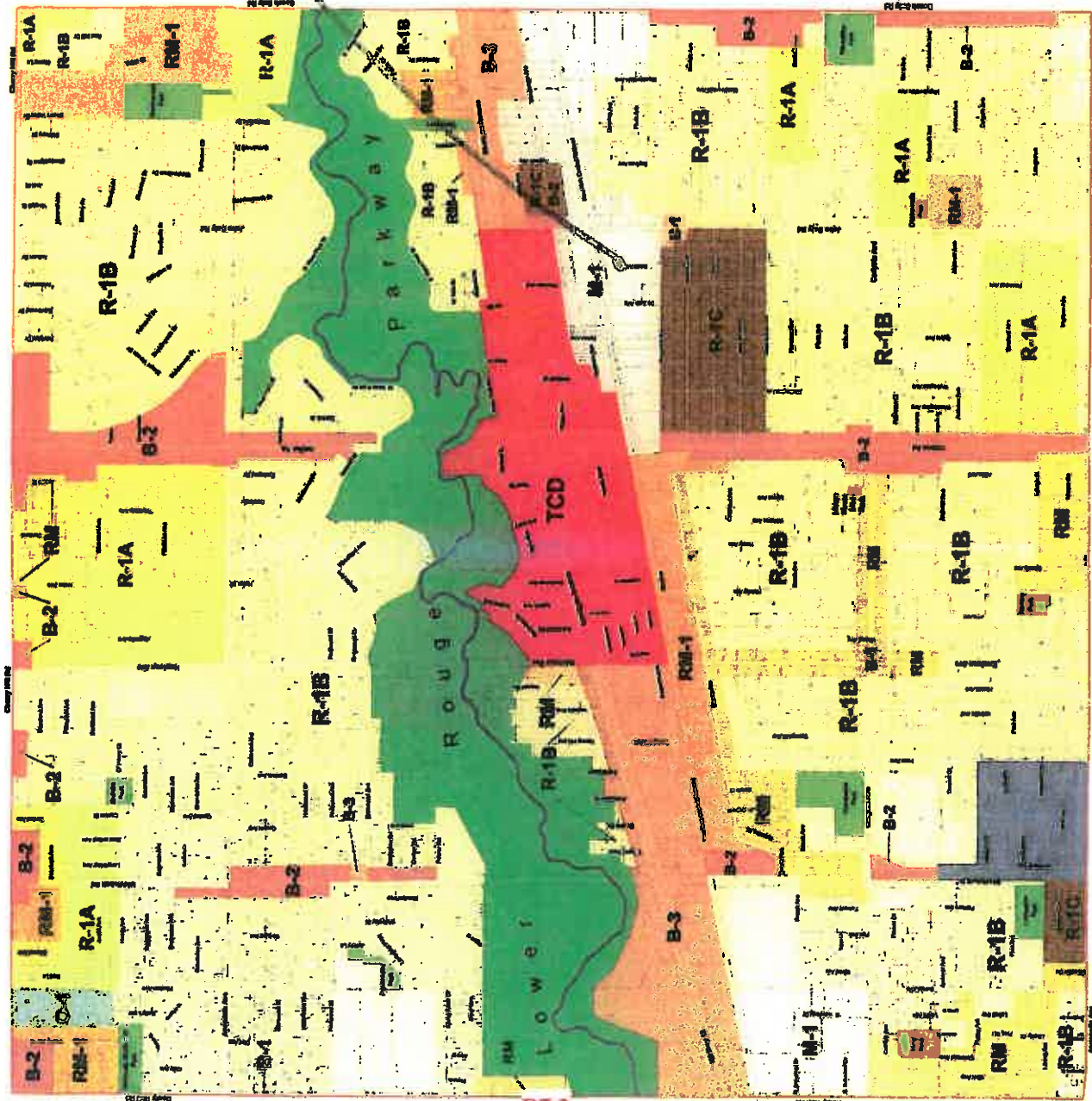
City of Inkster, Michigan

Districts

- R-1A One Family Residential District
- R-1B One Family Residential District
- R-1C One Family Residential District
- RM Restricted Multiple Dwelling District (Low Rise)
- RM-1 Multiple Family Residential District (Low Rise)
- O-1 Office District
- B-1 Local Business District
- B-2 Thoroughfare Mixed-Use District
- B-3 General Business District
- M-1 Light Industrial District
- TCD Town Center District
- Planned Unit Development (PUD)
- Parks and Open Space
- Rouge River Parkway



THIS MAP IS SUBJECT TO THE CITY OF INKSTER, MICHIGAN
PLANNING DEPARTMENT'S REVIEW AND APPROVAL
DATE: 11/14/15
BY: [Signature]
CITY CLERK



REQUEST FOR COUNCIL ACTION

To: Mark Stuhldreher, Treasurer/Interim City Manager

Date: May 10, 2016

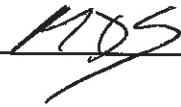
From: M. Jeannie Fields, Manager 
Community Development

Date for Council Consideration: May 16, 2016

ACTION REQUESTED: Consider entering into the Michigan Main Street Program Community Requirements and Expectations Agreement in conjunction with the Downtown Development Authority (DDA) as an Associate Level Community.

Current Action ☒ Emergency ☐ Future ☐

Funds Budgeted: If Yes ☐ Account No ☐ N/A ☒

Treasurer's Approval 

BACKGROUND INFORMATION

In November 2014, City Council approved a resolution of support and cooperation for the Downtown Development Authority's (DDA) application to pursue an Associate Level of the Michigan Main Street Program (Michigan State Housing Development Authority (MSHDA) program). The application was submitted and the City of Inkster was selected as one (1) of twelve (12) communities to receive the Michigan Main Street Associate Level designation. There was a total of twenty nine (29) communities with the designation.

In March 2015, Council approved entering into the Michigan Main Street Program Community Requirements and Expectations Agreement in conjunction with the Downtown Development Authority (DDA) as an Associate Level Community. During the course of the year, City Staff and members of the DDA participated in two (2) trainings, Associate Basic Training and Associate Main Street in Practice, and submitted two (2) progress reports as required. Associate Level participation ended December 2015.

In November 2015, Council gave authorization to provide a second resolution in support of the Michigan Main Street Program to continue as an Associate Main Street Community to continue to take advantage of the program's resources. The City was again granted the opportunity to receive the Michigan Main Street Associate Level designation for 2016.

The objective of the Michigan Main Street Program is to support and improve Michigan's downtowns and traditional commercial neighborhood districts. The Michigan Main Street Program employs a Four-Point Approach®, a community-driven, comprehensive strategy that encourages economic development through historic preservation. The program provides technical assistance that helps a community build partnerships and collaboration among stakeholders and encourages historic preservation.

The Michigan Main Street Program provides technical assistance and services to communities at three different levels: Associate, Selected, and Master. The Associate Level is the introduction to the program and Associate Level Communities must commit to the following:

- Attendance at all Associate Level trainings: Main Street Basic and Main Street in Practice

- Biannual Reports (May 23rd and August 29th)
- Michigan Main Street Program Overview Presentation (in the community)

Graduation to the Selected level requires the commitment of a full time staff person and submission of a competitive application. Additional information is attached. Up to three (3) communities a year graduate to this level.

SCOPE OF SERVICES

Participation in the program requires that the Community and local organization seeking to utilize the Main Street Four-Point Approach® sign a Community Requirements and Expectations Agreement (see attached). The agreement is from April 1, 2016 to December 31, 2016. This agreement must be returned prior to May 27, 2016 for the community to remain a part of the program.

JUSTIFICATION

To take advantage of no cost or low cost resources to revitalize the community.

PROJECT OR IMPROVEMENT TASKS

1. Revitalize the Michigan Avenue Corridor and the area covered by the DDA.
2. Improve and promote the image of Inkster.

COSTS

There is no cost associated with signing the agreement. Minimum costs will be associated with attendance to Associate Level Trainings (ex: gas for city vehicle transportation).

PROJECT TIME TABLE

The agreement covers the period from April 1, 2016 to December 31, 2016.

RESOLUTION

Resolved by _____ Seconded by _____

To approve entering into the Michigan Main Street Program Community Requirements and Expectations Agreement in conjunction with the Downtown Development Authority (DDA) as an Associate Level Community.

Yes:

No:

Absent:

SELECTED LEVEL: 5 Years

The Selected Level provides communities with specialized training within their own community. Once a community successfully completes the Associate Level, they are eligible to apply for the Selected Level. The intent of the Selected Level is to assist communities in implementing the Main Street Four-Point Approach® to revitalization by creating a fully-functioning and sustainable local Main Street program. The Main Street program has an active board of directors, providing oversight and direction, four volunteer-driven committees completing projects and a Main Street manager assisting with day-to-day needs.

Michigan Main Street staff, along with other professionals, works closely with Selected level communities to train their boards and committees, hire a full-time Main Street Manager, recruit volunteers and get the program up and running. In addition, communities receive a market analysis and other specialized trainings designed to help revitalize their downtown or traditional neighborhood commercial district.

Commitment by Selected Communities:

- Must have successfully completed services provided in Associate Level prior to applying
- Employ a full-time Main Street Manager who will coordinate and facilitate the work of the program
- Establish and maintain an active board of directors and committees using the Main Street 4-Point Approach®
- Participate in all trainings and services
- Fund the local Main Street program through both public and private partnerships at a level allowing for the full operation of the program
- Submit monthly reports
- Submit annual reports
- Maintain a membership with the NMSC network
- Meet accreditation standards set by NMSC by the fifth year

MASTER LEVEL: 6 + Years

The Master Level is the most prestigious of the three levels of the Michigan Main Street program and is available to communities only after they have successfully completed five years in the Selected Level program. The intent of the Master Level is to continue assisting communities that have successfully integrated a full Main Street program into their community. This is achieved by continuing to offer trainings and networking opportunities through MMSC, as well as the opportunity to act as mentors for other Michigan Main Street communities.

At this level, communities are eligible to take part in all centralized trainings, as well as all staff-provided, community-based trainings. Communities at the Master Level are also eligible to sit on the Michigan Main Street Advisory Committee and provide feedback on the Michigan Main Street program.

Commitment by Master Communities:

- Continuation of commitment required for Selected Communities
- Must have successfully completed services provided to Selected Communities
- Meet accreditation standards set by NMSC

Michigan Main Street Program Community Requirements and Expectations Agreement

Associate Level

THIS AGREEMENT is entered into and executed by the Michigan Strategic Fund ("MSF") through the Michigan Main Street ("MMS") Program, whose address is 300 North Washington Square, Lansing, MI 48913, and the Community of _____, Michigan (the "Community") whose address is _____, for the purpose of educating the Community on the National Main Street Four-Point Approach® and the MMS Program.

WHEREAS, the MMS Program has entered into a contract with the National Trust for Historic Preservation, National Main Street Center, Washington, D.C. (the "NTHP NMSC"), to provide technical expertise, training and services to designated Michigan communities;

WHEREAS, this agreement is for the purpose of setting forth the MMS Program requirements and expectations for the Community, pursuant to its designation as an Associate Michigan Main Street Community and pursuant to contractual arrangements between the NTHP NMSC and the MMS Program, so as to assist in the revitalization of the designated Community's traditional commercial district;

WHEREAS, the Community has attended the MMS Program Orientation Webinar and understands, in general, the intent of the Michigan Main Street Program and the upcoming training schedule for the Associate Level;

NOW THEREFORE, in consideration of the foregoing mutual covenants and agreements contained herein, the parties have agreed to do as follows:

SECTION I. The Community agrees to these Minimum Participation Standards:

1. Participants from the Community are required to attend all scheduled MMS Program services within the term of this Agreement, including :
 - Main Street Basic Training
 - Main Street in Practice Training
 - MMS Overview Presentation (in the Community)

Travel expenses are the sole responsibility of the Community.

2. Attendance is defined by the MMS Program as:
 - A. At minimum, one (1) individual from the Community must be present for the entirety of the provided service. It is acceptable for two (2) individuals to divide the time between them, as long as the Community is represented for the entirety of the provided service.

B. Time commitments for the services as listed in #1 are:

- i. Main Street Basic TrainingOne (1) Day
- ii. Main Street in Practice Training.....One (1) Day

C. Day-long services typically begin at 8:30am and end by 4:00pm. The MMS Program reserves the right to change the schedule if necessary. Any changes to the schedule will be communicated to the Community contact on file with the MMS Program Coordinator.

- 3. Submit biannual reports to the MMS Program by May 23 and August 29 of the program year. Reports are to state the Community's activities in furthering their education in the National Main Street Four-Point Approach®, steps and/or discussion the community has taken to prepare for making an application to become a Selected MMS community, the MMS Program, and activities in other downtown revitalization areas.
- 4. Understand the Community is not allowed to use the MMS Program name or logo until it has been designated a Selected Michigan Main Street Community. The MMS Program name and logo are trademark protected. See Section III, Paragraph number 3, of this Agreement.
- 5. Understand the Community must successfully complete all requirements and expectations of the Associate Level before applying to the Selected Level.
- 6. Understand all requirements of this Agreement must be met regardless of changes within the Community. If requirements of this Agreement are not met, MMS Program services will be suspended and a written warning to the Community will be issued requesting an explanation. Once requirements are met, MMS Program services will be reinstated. If requirements continue to not be met, this Agreement will be terminated and all rights associated with the Community's participation in the MMS Program will be revoked.
- 7. Assume full responsibility for all costs and expenses associated with the performance of the Community and its rights and responsibilities under this Agreement. The Community further acknowledges that the MMS Program is not responsible to the Community for any costs associated with this Agreement or the services provided under this Agreement, including but not limited to those costs or expenses incurred as a result of anticipated or actual participation in the MMS Program, the NTHP NMSC Program or pursuant to the Community's selection or participation as a Michigan Main Street Community.

SECTION II. The MMS Program agrees to provide these services:

1. Provide one (1) year of program training as outlined in Section 1, Paragraph number 1 to each Associate Michigan Main Street Community. Training may be modified by the MMS Program, in its sole discretion, to meet programmatic needs:
2. Provide advice, information, and additional on-site assistance to the Community upon request and subject to MMS Program schedule, program constraints, staff availability, and costs associated with the request. The MMS Program may request the assistance of other State or Federal agencies.

SECTION III. The PARTIES hereto otherwise agree as follows:

1. **TERM OF THE AGREEMENT.** The term of this agreement shall be for a period of eight (8) months, beginning April 1 and ending December 31, 2016.
2. **CONFIDENTIAL INFORMATION.** Except for information provided to the MMS at its request or as part of this Agreement, the Community, its employees, agents, and representatives shall not disclose, other than to the extent required by law, including without limitation, the Freedom of Information Act, any information or data, including but not limited to all materials furnished to the Community by MMS ("Confidential Information") without the written consent of MMS. Confidential information does not include information that is already in the possession of, or is independently developed by, the Community; becomes publicly available other than through breach of this Section; or is received by the Community from a third party with authorization to make such disclosures or is released with MMS's prior written consent.
3. **LICENSING OF CERTAIN MARKS.** MMS does NOT grant to the Community a license to utilize the MMS Program trade names, trademarks, logo, and/or service marks ("MMS Program Marks").
4. **INTELLECTUAL PROPERTY RIGHTS.** The Community acknowledges that MMS owns all rights, title and interest in and to the MMS Program Marks and that it will do nothing inconsistent with MMS's ownership of the Program Marks.
5. **INSURANCE.** The Community shall provide and maintain its own general liability, property damage, and workers compensation insurance, which shall be written for not less than any limits of liability required by law.
6. **TOTAL AGREEMENT.** This Agreement contains the entire agreement between the parties superseding any prior or concurrent agreements as to the services being provided, and no oral or written terms or conditions which are not

contained in this Agreement shall be binding. This Agreement may not be changed except by mutual agreement of the parties, reduced to writing and signed.

7. **ASSIGNMENT/TRANSFER/SUBCONTRACTING.** Except as contemplated by the Agreement, the Community shall not assign, transfer, convey, subcontract, or otherwise dispose of any duties or rights under this Agreement without the prior specific written consent of MMS. Any future successors of the Community will be bound by the provisions of this Agreement unless MMS otherwise agrees in a specific written consent.
8. **COMPLIANCE WITH LAWS.** The Community is not, and will not during the term of this Agreement, be in violation of any laws, ordinances, regulations, rules, orders, judgments, decrees or other requirements imposed by any governmental authority to which it is subject, and will not fail to obtain any licenses, permits or other governmental authorizations necessary to carry out its duties hereunder.
9. **WAIVER.** A failure or delay in exercising any right with respect to this Agreement will not be presumed to operate as a waiver unless otherwise stated in this Agreement, and a single or partial exercise of any right will not be presumed to preclude any subsequent or further exercise of that right, or the exercise of any other right.
10. **NOTICES.** Any notice, approval, request, authorization, direction or other communication under this Agreement shall be given in writing to the MMS Manager and the Community primary contact name identified in the application, and shall be deemed to have been delivered and given for all purposes (i) on the delivery date if delivered by electronic mail or by confirmed facsimile; (ii) on the delivery date if delivered personally to the Party to whom the same is directed; (iii) one (1) business day after deposit with a commercial overnight carrier, with written verification of receipt; or (iv) three (3) business days after the mailing date, whether or not actually received, if sent by U.S. mail, return receipt requested, postage and charges prepaid, or any other means of rapid mail delivery for which a receipt is available. The notice address for the Parties shall be the address as set forth in this Agreement, with the other relevant notice information, including the recipient for notice and, as applicable, such recipient's fax number or e-mail address, to be as reasonably identified by notifying Party. The MMS and the Community may, by notice given hereunder, designate any further or different addresses to which subsequent notices shall be sent.
11. **NON-DISCRIMINATION AND UNFAIR LABOR PRACTICES.** In connection with this Agreement, the Community shall not discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions or privileges of employment, or a matter directly or indirectly related to employment because of race, color, religion, national origin, age, gender, height, weight, marital status or handicap. In connection with this Agreement, the Community shall not violate 1980 Public Act 278, as amended, MCL 423.321, et

seq, by entering into a sub-contract with any individual person, firm or entity who has been found in contempt of court by a Federal Court of Appeals on not less than three (3) occasions involving different violations during the preceding seven (7) years for failure to correct an unfair labor practice as prohibited by Section 8 of Chapter 372 of the National Labor Relations Act. Violations of the law after the beginning date of this Agreement may result in its termination.

12. **SEVERABILITY.** The invalidity or unenforceability of a particular provision of this Agreement shall not affect the validity or enforceability of any other provision of this Agreement, provided that the principal intent of this Agreement can be preserved.

13. **GOVERNING LAW AND JURISDICTION.** This Agreement is made and entered into in the State of Michigan and shall in all respects be interpreted, enforced and governed under the laws of the State of Michigan. The parties agree that any legal actions concerning this Agreement shall be brought in the Court of Claims, or the Ingham County Circuit Court in Ingham County, Michigan, USA, as appropriate. The terms of this provision shall survive the termination of the cancellation of this agreement.

14. **NO EMPLOYMENT, PARTNERSHIP OR AGENCY RELATIONSHIP.** The MMS Program is limited to furnishing its technical services to the Community and thus nothing contained herein shall create any employer-employee relationship. Further, this Agreement does not create a partnership relationship.

15. **NO THIRD PARTY BENEFICIARIES.** There are no express or implied third party beneficiaries to this Agreement.

16. **COUNTERPARTS.** This Agreement may be executed in one or more counterparts and by facsimile, each of which shall constitute an original, and all of which together shall constitute one and the same instrument.

17. **TERMINATION OR CANCELLATION.**

A. This Agreement may be terminated by MMS by providing written notice of default and termination to the Community ("Notice of Default and Intent to Terminate") upon the occurrence of any of the following events or conditions ("Event of Default"):

i. any representation or covenant made by the Community is determined by MMS, in its reasonable judgment, to be incorrect at the time that such representation or covenant was made in any material respect, including, but not limited to, the Reports and compliance with laws as required under this Agreement;

- ii. the Community's failure to comply with any of the covenants of this Agreement;
 - iii. use of the program training, technical assistance, and resources provided pursuant to this Agreement for purposes other than as set forth in this Agreement.
- B. This Agreement may be terminated by the Community by providing written notice of termination to the MMS program. Written notice needs to be provided by the local organization that is looking to carry out the mission of the Main Street Four-Point Approach.
- C. Notwithstanding the foregoing, the Community acknowledges that MMS's performance of its obligations under this Agreement is dependent upon the continued approval of funding and/or the continued receipt of state funding. In the event that the State Legislature, the State Government or any State official, public body corporate, commission, authority, body or employees, or the federal government (a) takes any legislative or administrative action, which fails to provide, terminates or reduces the funding or programmatic support necessary for this Agreement, or (b) takes any legislative or administrative action, which is unrelated to the source of funding or programmatic support for this Agreement, but which affects the MMS's ability to fund and administer the MMS Program, then the MMS may cancel this Agreement by providing notice to the Community of cancellation. Cancellation may be made effective immediately, upon delivery of notice to the Community, or with such other time period as the MMS, in its sole discretion, deems reasonable.
- D. In addition to the above, either party may terminate its obligations under this Agreement without cause by giving the other party a 30-calendar day written notice of such termination.
- E. In the event that this Agreement is terminated, neither the MMS nor the Community shall have any further obligation to perform under this Agreement. The Community shall, unless otherwise directed by the MMS in writing, immediately take all reasonable steps to terminate operations under this Agreement.
18. **RESERVATIONS.** MMS reserves the right to modify services provided to the Community as necessary.
19. **AUTHORITY TO EXECUTE THIS AGREEMENT.** The signatories below warrant that they are empowered to enter into this Agreement.
20. **Failure to sign and submit this agreement to the MMS Program on or before May 27, 2016 will result in the termination of the Community's participation in the MMS Program.**

IN WITNESS WHEREOF, the parties have executed this agreement.

LOCAL ORGANIZATION/MUNICIPALITY seeking to use the Main Street Four-Point Approach®

BY: _____
(Organization Representative) (Position Held)

(Organization Name) (Date)

MICHIGAN STRATEGIC FUND THROUGH THE MICHIGAN MAIN STREET PROGRAM

BY: _____
(Vice President, Community Development) (Date)

REQUEST FOR COUNCIL ACTION

To: Mark Stuhldreher, Treasurer/Interim City Manager

Date: May 11, 2016

From: M. Jeannie Fields, Manager *mgf*
Community Development

Date for Council Consideration: May 16, 2016

ACTION REQUESTED: Consider authorizing an agreement letter for the use of two (2) spaces at the Ice Arena located at 26311 S. River Park Drive as overflow parking for the business located at 27214 Michigan Ave. The request is being made by Q & D Enterprises, LLC.

Current Action X Emergency Future

Funds Budgeted: If Yes Account # No N/A X

Treasurer's Approval *PDS*

BACKGROUND INFORMATION

Q & D Enterprises, owner LaShawn Todd, has filed Special Conditions Use and Site Plan applications to open private office space and retail display at 27214 Michigan Ave. A Business Change of Use Statement is attached. During the planning review, it was determined that the site is deficient two (2) parking spaces. A request has been made to utilize two (2) city-owned parking spaces (see attached).

The Ice Arena has approximately one hundred sixteen (116) parking spaces (the paint on the lot is faded and an exact count cannot be determined). Based on the square footage of the building (27,993) and the parking ratio calculation (estimate) prepared by the planner, there is approximately a twenty three (23) space surplus.

SCOPE OF SERVICES

N/A

JUSTIFICATION

Encourage development in the Town Center District (TCD) which includes a mixture of retail, office, residential and public uses.

PROJECT OR IMPROVEMENT TASKS

1. Revitalize the Michigan Avenue Corridor and the area covered by the DDA.
2. Develop a plan to diversify the tax base to ensure a sustainable budget for Inkster.
3. Improve and promote the image of Inkster.

COSTS

There are no costs associate with this request.

PROJECT TIME TABLE

Upon Special Conditions Use Approval by City Council and issuance of a Certificate of Occupancy and Business License.

RESOLUTION

Resolved by _____

Seconded by _____

To authorize an agreement letter for the use of two (2) spaces at the Ice Arena located at 26311 S. River Park Drive as overflow parking for the business located at 27214 Michigan Ave.

Yes:

No:

Absent:

Change of Use Statement

The Change of use I'm requesting is necessary because as of now the property is zoned Commercial/Office use and I need the property to be zoned mixed use to be able to house my retail display items as well. I'm a graphic designer who produces a lot of items in print, ranging from media to apparel. The retail section of the business will display past and present work for my potential clients to see what it is I have to offer. It's hard sometimes to show customers your work if you don't have samples on hand, and this is what the retail side will display. The change will not be detrimental to the public nor will it propose a threat to any individuals on the premises because there are no chemicals or fire hazard materials on site. It's only requires an area to add tables and mannequins to layout my works of art. This is why I'm asking for the change to mix use.

Thank you,

L. Todd

Property in question:

27214 Michigan Ave

Inkster, MI 48141

Jeannie Fields

From: LaShawn Qualls <ldquallstodd@yahoo.com>
Sent: Monday, April 11, 2016 7:05 PM
To: Jeannie Fields
Subject: Request for additional city use parking

Hello Mrs. Fields. This is LaShawn Todd writing you regarding permission for use of additional parking in the city owned lot in the rear of my property located at 27214 Michigan Ave, Inkster, MI 48141. As you know, I already met with the Development Review Team and have been told that I am required to have additional parking for customers for my property. I have 4 spaces available for customers to park, including one handy cap space behind my building, and I need an additional 2 spaces to satisfy the requirements the review team has requested. If this is possible to have done, can you please send me a letter or statement allowing me this use of permission so that I am able to present it to the Review panel for my second meeting. Thank you in advance, LaShawn Todd.

P.S. If you have any questions, please do not hesitate to call or email me. Thanks again, LaShawn.

LaShawn Todd
(313)463-0356
ldquallstodd@yahoo.com

Sent from Yahoo Mail. [Get the app](#)

REQUEST FOR COUNCIL ACTION

To: Mark Studerher - City Manager

Date: 5-10-2016

From: John D. Adams Fire Chief

Date for Council Consideration: May 16, 2016

ACTION REQUESTED: To transfer blighted city owned residential properties to the Michigan Land Bank (MLB) for demolition under our Hardest Hit grant with MSDHA

Current Action X Emergency Future

Funds Budgeted: If Yes Account # No N/A

Treasurer's Approval *RDS*

BACKGROUND INFORMATION

We have a \$2,250,000.00 dollar grant with MSDHA and are in partnership with the MLB to stabilize our neighborhoods and demolish blighted residential properties. The city has some and is aggressively working with other land owners to acquire their blighted properties for this program.

SCOPE OF SERVICES

I am request that the following 1 city owned properties be transfer to the MLB to be demolished under this program:

3637 Spruce

This is the Sixth round of city properties to be transferred to the MLB.

JUSTIFICATION

The administration of our city is aggressively enforcing our codes and ordinances on blight to raise the standards in our neighborhoods and community in general. We must also remove the blighted properties we own too. We have this grant and the eighteen month timeline has just begun.

PROJECT OR IMPROVEMENT TASKS

Which of the Five (5) Council Goals does this request meet?

Note to Department Heads: You may indicate anywhere from one to all five goals, if applicable.

1. Improve and promote the image of Inkster

COSTS

There are no additional costs to the city; this program is covered under the MSDHA grant.

PROJECT TIME TABLE

Requesting to have this activity of transfer completed within 3 weeks or less.

RESOLUTION

Authorization is hereby given to

Resolved by _____

Seconded by _____

Yes:

No:

Absent: