

INKSTER CITY COUNCIL

May 21, 2018

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
Steven Chisholm, District IV
Kim Howard, District V
Connie R. Mitchell, District VI

FELICIA RUTLEDGE
CITY CLERK

BYRON NOLEN
MAYOR

TREASURER
DARIN CARRINGTON

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. Operation Refuge

Public Participation (limit to 3 minutes)

3. 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).
4. Adjournment

May 21, 2018
Regular City Council Agenda – 7:00 PM

1. Call Meeting to Order

- A. Pledge of Allegiance
- B. Roll Call

2. Approval of Agenda

3. Presentations/Discussion

- A. DDA Survey Findings – Connie R. Mitchell, Councilwoman District VI
- B. Formal Introduction of the Interim Housing Director – Caroline Smith, Housing Chair

4. Public Hearing

5. Consent Agenda

- A. May 7, 2018 Regular City Council Meeting Minutes.

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6. Boards and Commissions

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

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7. Previous Business

- A. Consideration and Approval of the FY 2018/2019 Budget appropriations and water and sewer rates. ***(Remove from the Table)***

8. Ordinance(s)

- A. First Reading(s)

- B. Second Reading(s)

9. New Business

- A. Discussion/Action: (Darin Carrington) Consideration and approval of an investment policy.

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- B. Discussion/Action: (Jerome Bivins) Consideration and approval administration to approve the contract with Florence Cement Company for Annapolis Road Reconstruction in the amount of \$1,123,757.24, plus a 15% contingency of

\$168,563.59, for the total of \$1,292,320.83 for construction. An additional \$189,878.00 will be required to cover the cost of construction engineering, field design modifications, inspection, material testing of concrete, laboratory testing, and the removal, relocation and replacement of some utility poles. The total cost of the project will be \$1,482,198.83. **Pg. 21**

C. Discussion/Action: (Sharde Fleming) Consideration and approval of offer to purchase (Case # LD 16-01) two (2) vacant residential lots which are located on the west side of Williams between Beech and Chestnut and are legally described as Lots 392 and 393 Wolverine Tractor Sub T2S, R9E, L38, P34 WCR (Property ID #44-010-06-0392-000 and 44-010-06-0393-000) in the total amount of \$500.00 to Robert Paden, Jr. **Pg. 42**

D. Discussion/Action: (City Council) Consideration and approval to assist to help sponsor the 2018 Inkster community wide 20 Year Inkster Summerfest and waive departmental fees. **Pg. 48**

E. Discussion/Action: (Adrianna Jordan) Consideration and approval of a Special Land Use (SLU 17-23) for a Used Car Dealership located at 26266 Michigan Avenue in the B-3, General Business District with the conditions noted per the recommendation of the Planning Commission. Nabil Ismail is the applicant. **Pg. 50**

F. Discussion/Action (Adrianna Jordan) Consideration and approval of a Special Land Use (SLU 17-25) and (SLU-17-26) for a proposed Medical Marijuana Processing Facility to be located in a multi-use development on Trowbridge Avenue in the M-1, Light Industrial District with the conditions noted per the recommendation of the Planning Commission. Harvey Weiss and Ronald Shunia (owner: HWRSJT Inkster) are the applicants. **Pg. 73**

10. Public Participation (limit to 3 minutes)

11. City Clerk

12. City Treasurer

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 7, 2018
Regular City Council Meeting – 7:00 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 7, 2018.

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

- A. Agenda Discussion
- ~~B. Cable Commissioners~~
- ~~C. Operation Refuge~~
- D. Discussion on switch to LIAZON from I-Select – Don Apel

Moved by Mayor Pro-Tem Williams, Seconded by Councilmember Mitchell to go into Executive Session 7:30 p.m. to discuss pending litigation, personnel and land sales in accordance with MCL 15.286 (e). Motion carried unanimously

Moved by Mayor Pro-Tem Williams, Seconded by Councilmember Oden to adjourn the closed Executive Session at 7:55 p.m. – Motion carried unanimously.

Call Meeting to Order

Mayor Nolen called the meeting to order at 8:00 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 Harrison of Spring Hill Baptist.

Roll Call

Mayor Nolen	Present	Councilwoman Howard	Present
Councilwoman Watley	Present	Mayor Pro-Tem Williams	Present
Councilman Oden	Present	Councilman Chisholm	Present
Councilwoman Mitchell	Present		

Approval of Agenda

Moved by Councilmember Chisholm, Seconded by Mayor Pro-Tem Williams to approve the agenda to add item "B" to presentations, Item "P", "Q", and "R" to New Business and remove item " N" under New Business.
5-18-81R - Motion carried.

Presentations/Discussion

- A. A Proclamation for Cara Woods – Byron Nolen, Mayor

B. Introduction of New Police Officer; Megan Summers – Officer Lebo

Public Hearings

A. A public hearing on the FY2018/2019 Budget Appropriations.

Moved by Mayor Pro-Tem Williams, Seconded by Council member Oden to Open the public hearing for the FY18/19 Budget Appropriations and water and sewer rates.

Resolution 5-18-82R – Motion carried.

- **Rev. Williams** – Asked about the 30 year agreement for water and sewer.
- **Jerome Bivins** – Responded that the contract gives the city leverage.
- **Dino** – Asked if we agreed to purchase water what leverage would be had by the city.
- **Mayor Nolen** – The Mayor stated if several cities are all up for renewal at the same time, it gives the city leverage power.

Moved by Mayor Pro-Tem Williams, Seconded by Councilmember Oden to Close the public hearing for the Fy18/19 Budget Appropriations and water and sewer rates.

Resolution 5-18-83R – Motion carried.

Consent Agenda

- A. April 16, 2018 Regular City Council Meeting Minutes.
- B. April 23, 2018 Special City Council Meeting Minutes.
- C. Allen Brother's and Attorney's PLLC Invoice \$ 30,399.15

Moved by Mayor Pro-Tem Williams, Seconded by Chisholm to approve the consent agenda.

Resolution 5-18-84R – Motion carried.

Moved by Mayor Pro-Tem Williams, Seconded by Chisholm to remove Charmaine Kennedy from the Cable Commission for missing three consecutive meetings

Resolution 5-18-85R – Motion carried.

Boards and Commission

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

Previous Business

Ordinance(s)

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

New Business

- A. Discussion/Action (Adrianna Jordan) Consideration and approval of the acceptance of petition signatures to allow consideration of a social club at 3801 Inkster Road within 300 feet of residentially zoned land.

**Moved by Mayor Pro-Tem Williams, Seconded by Councilmember Chisholm to approve of the acceptance of petition signatures to allow consideration of a social club at 3801 Inkster Road within 300 feet of residentially zoned land. Resolution 5-18-86R – Motion carried.
NAY: (Watley)**

- B. Discussion/Action (Darin Carrington) Consideration and approval for FY 2018/2019 Budget Appropriations and the water and sewer rates.

Moved by Councilmember Oden, Seconded by Councilmember Mitchell to TABLE until next meeting the FY 2018/2019 Budget Appropriations and water and sewer rates. Resolution 5-18-87R – Motion carried.

- C. Discussion/Action (Sharde Fleming) Consideration and approval of authorizing the City to enter into an agreement with McKenna or Buccilli Group to operate the City's Building Department.

**Moved by Mayor Pro-Tem Williams, Seconded by Councilmember Mitchell to approve of authorizing the City to enter into an agreement with McKenna or Buccilli Group to operate the City's Building Department Resolution 5-18-88R – Motion carried.
NAY: (Howard)**

- D. Discussion/Action (Sharde Fleming) Consideration and approval of authorizing the City to enter into an agreement with Franco, a public relations and branding firm to conduct positive brand development for the City as well as a full revamp of the City's marketing procedures.

Moved by Councilmember Howard, Seconded by Mayor Pro-Tem Williams to approve of authorizing the City to enter into an agreement with Franco, a public relations and branding firm to conduct positive brand development for the City as well as a full revamp of the City's marketing procedures Resolution 5-18-89R – Motion carried.

- E. Discussion/Action (Sharde Fleming) Consideration and approval of an offer (Case #17-46) to purchase two (2) contiguous vacant residential parcels located on the south side of Hopkins St. between Inkster Rd. and Sylvia Ave. and are legally described as 31F1965 LOT 1965 ALSO N 1/2 ADJ VAC ALLEY WATSONIA PARK SUB NO. 2 T2S R10E L55 P9 WCR (Parcel ID: 44 025 02 1965 300) and 31F1966 LOT 1966 ALSO N 1/2 ADJ VAC ALLEY WATSONIA PARK SUB NO. 2 T2S R10E L55 P9 WCR (Parcel ID: 44 025 02 1966 300) in the total amount of \$500.00 to Nelson Lucas.

Moved by Mayor Pro-Tem Williams, Seconded by Councilmember Howard to approve of an offer (Case #17-46) to purchase two (2) contiguous vacant residential parcels located on the south side of Hopkins St. between Inkster Rd. and Sylvia Ave. and are legally described as 31F1965 LOT 1965 ALSO N 1/2 ADJ VAC ALLEY WATSONIA PARK SUB NO. 2 T2S R10E L55 P9 WCR (Parcel ID: 44 025 02 1965 300) and 31F1966 LOT 1966 ALSO N 1/2 ADJ VAC ALLEY WATSONIA PARK SUB NO. 2 T2S R10E L55 P9 WCR (Parcel ID: 44 025 02 1966 300) in the total amount of \$500.00 to Nelson Lucas. Resolution 5-18-90R – Motion carried.

- F. Discussion/Action (Sharde Fleming) Consideration and approval of an offer to purchase (Case #17-45) one (1) vacant residential parcel located on the south side of Princeton Street. Between Princess and John Daly and is legally described as 30J758 LOT 758 ALSO N 1/2 ADJ VAC ALLEY WESTWOOD SUB OF VAN ALSTINE FARM T2S R10E L40 P29, 30 WCR (Property ID # 44 022 01 0758 000) in the total amount of \$250.00 to Geneva Goldston

Moved by Mayor Pro-Tem Williams, Seconded by Councilmember Mitchell to approve of an offer to purchase (Case #17-45) one (1) vacant residential parcel located on the south side of Princeton Street. Between Princess and John Daly and is legally described as 30J758 LOT 758 ALSO N 1/2 ADJ VAC ALLEY WESTWOOD SUB OF VAN ALSTINE FARM T2S R10E L40 P29, 30 WCR (Property ID # 44 022 01 0758 000) in the total amount of \$250.00 to Geneva Goldston

Resolution 5-18-91R – Motion carried.

- G. Discussion/Action (Chuck Hubbard) Consideration and approval to replace outdated in city sirens, install new controllers, encoder and control points in the amount of \$10,710.00. Acc#101-337-933-000.

Moved by Councilmember Oden, Seconded by Councilmember Mitchell to approve to replace outdated in city sirens, install new controllers, encoder and control points in the amount of \$10,710.00. Acc#101-337-933-000.

Resolution 5-18-92R – Motion carried.

- H. Discussion/Action (Gina Clark) Consideration and approval to replace I-Select, previously used for benefits exchange to LIAZON (Bright Choices)

Moved by Councilmember Mitchell, Seconded by Councilmember Howard to approve to replace I-Select, previously used for benefits exchange to LIAZON (Bright Choices)

Resolution 5-18-93R – Motion carried.

- I. Discussion/Action (Craig Lewis) Consideration and approval to accept Detroit Wayne Mental Health Authority Summer Employment Program Grant in the amount of 60K.

Moved by Councilmember Oden, Seconded by Councilmember Chisholm to approve to accept Detroit Wayne Mental Health Authority Summer Employment Program Grant in the amount of 60K

Resolution 5-18-94R – Motion carried.

- J. Discussion/Action: (Felicia Rutledge) Consider approving a Special Event request for a Special Event; Inkster Summerfest to be held July 7th and 8th, 2018. (Applicant is Inkster Summerfest Committee)

Moved by Councilmember Mitchell, Seconded by Councilmember Chisholm to approve a Special Event request for a Special Event; Inkster Summerfest to be held July 7th and 8th, 2018. (Applicant is Inkster Summerfest Committee)

Resolution 5-18-95R – Motion carried.

ABSTAIN: (Williams)

- K. Discussion/Action: (Darin Carrington) Consideration and approval of an agreement with Wright Energy Partners and Ascentium Capital to purchase and finance LED lighting for City owned and operated buildings.

Moved by Councilmember Mitchell, Seconded by Councilmember Oden

to approve of an agreement with Wright Energy Partners and Ascentium Capital to purchase and finance LED lighting for City owned and operated buildings.

Resolution 5-18-96R – Motion carried.

- L. Discussion/Action: (Darin Carrington) Council approval of a Water Services Contract between the City of Inkster and the Great Lakes Water Authority.

Moved by Mayor Pro-Tem Williams, Seconded by Councilmember Oden to approve of a Water Services Contract between the City of Inkster and the Great Lakes Water Authority.

Resolution 5-18-97R – Motion carried.

- M. Discussion/Action: (Darin Carrington) Council approval of a contract to provide services for the City's trash collection.

Moved by Councilmember Mitchell, Seconded by Councilmember Oden to approve the GFL contract to provide services for the City's trash collection.

Resolution 5-18-98R – Motion carried.

NAY: (Howard)

- ~~N. Discussion/Action: (Darin Carrington) Adoption of an Investment Policy for Investment of city Fund.~~

- O. Discussion/Action: (Byron Nolen) Consideration and approval of the transfer of three properties (formerly owned by Inkster Public Schools) from the Taylor Public Schools to the City of Inkster.

Moved by Mayor Pro-Tem Williams, Seconded by Councilmember Oden to approve of the transfer of three properties (formerly owned by Inkster Public Schools) from the Taylor Public Schools to the City of Inkster.

Resolution 5-18-99R – Motion carried.

- P. Discussion/Action: (City Council) To vote in accordance with the vote taken in closed session. (Beavis)

Moved by Mayor Pro-Tem Williams, Seconded by Councilmember Howard to vote in accordance with the vote taken in closed session (Beavis)

Resolution 5-18-100R – Motion carried

- Q. Discussion/Action: (City Council) To vote in accordance with the vote taken in closed session. (Abdullah)

Moved by Councilmember Mitchell, Seconded by Councilmember Oden to vote in accordance with the vote taken in closed session (Abdullah)

Resolution 5-18-101R – Motion carried

- R. Discussion/Action: (City Council) To vote in accordance with the vote taken in closed session. (Roth)

Moved by Councilmember Oden, Seconded by Councilmember Mitchell to vote in accordance with the vote taken in closed session (Roth)

Resolution 5-18-102R – Motion carried

Public Participation

- **Commissioner, Glenn Anderson** – Stated he will be hosting a free Senior Dinner on June 13, 2018.
- **State Representative, Jewell Jones** – Stated that Legislators are reviewing Medicaid work requirements, sexual assault legislation. He further stated that on Friday, May 11, 2018 he would be hosting a Youth Day at Hype Athletics. He further announced he received the NAACP Great Expectation Award
- **Dino Vann, Jr.** – Stated on behalf of the Community Up Project he would like to do a Juneteenth Freedom Celebration.
- **Gabe Henderson** – Announced the Inkster Goodfellow event.
- **Octavia Smith** – Announced the Western Wayne Family Health Center upcoming events.
- **Officer Lebo** – Announced Coffee with a Cop on May 9, 2018. She additionally announced a Bake Sale on May 23, 2018 and National Night Out on August 7, 2018. She lastly stated that July 21, 2018 is Public Safety Day.
- **Toni Bailey** – Announced the Spring Clean on May 19, 2018 at 9:00 a.m. She further asked of the Beautification Committee has a budget.
- **Yvette Brock** – Announced the NU-STEP program and will be handing out food on Friday. She further announced Mother's Pantry had problems with their roof and needed assistance.
- **Akindele Akinyemi** – Thanked Mayor Pro-Tem Williams for a job well done. He thanked Councilwoman Mitchell for her presentation at the DDA meeting.
- **Alisa Smith** – Delta Sigma Inkster Alumni Chapter will be hosting an expungement fair from 10-2pm
- **Hardy Jay Robb** – Asked about bulk trash pick-up and thanked everyone for helping during the storm. He stated that community policing was used to diffuse a mental health issue.
- **Aaron Sims** – Stated a clean-up would be taking place at 4336 Williams, the old Malcolm X home. He said that over forty five Robichaud High School kids would be coming to assist.

City Clerk

- No Comments.

City Treasurer

- No Comments.

Mayor and Council

- **Councilwoman Watley** – Asked about the Inkster Alumni picnic. She announced NAN and the RISE Program. She additionally announced the track camp at Robichaud in June and in Romulus in July. She further announced the 43rd Annual Memorial Day Parade on May 28, 2018. She encouraged everyone to get their ads into her immediately for the booklet.
- **Councilman Oden** – Announced District II Advisory meeting on May 15, 2018. He said a water hydrant on Harrison needed to be serviced. He said that the Inkster Task Force had a beautiful turn out at the Ink Town Derby Day. He stated he is looking forward to the Summerfest. He said the youth are still playing basketball in the streets.
- **Councilwoman Howard** – Announced District V Advisory meeting on May 15, 2018.
- **Councilman Chisholm** – Stated he attended the NAACP event. He said that he met one of the candidates for Governor. He further announced that Ink Town Pedal Push is gearing up.

- **Mayor Pro-Tem Williams** – Thanked the Pastor of Springhill Baptist for prayer. He stated he attended an event at The Grille Lounge and they are interested in doing business in the city of Inkster. He asked who empties the plastic trash cans in Lemoyne garden.

Closed Session

Adjournment

There being no further business to come before Council, on a motion duly made
By Mayor Pro-Tem Williams, Seconded by Councilmember Oden and carried,
the Regular Council meeting of April 16, 2018 was adjourned at 9:30 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

Doris Horne

Exp. 02/16/17

Henry Wade

Exp. 02/01/18

Toni Bailey

Exp. 07/07/19

Dorothy Gardner

Exp. 01/17/20

Chuck Coleman

Exp. 02/01/18

Gabe Henderson

Exp. 02/01/18

Jean Liddell

Exp. 05/15/19

Iris Long

Exp. 01/17/20

June Patter son

Exp. 01/17/20

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. 03/05/2019

Gina Triplett (Alternate)

Exp. 03/05/2019

Lenoria Warmack

Exp. 03/06/2019

Vacant

BEAUTIFICATION COMMITTEE

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

2 Year Term

Toni Bailey

Exp. 05/16/18

Kathleen Gibbs

Exp. 02/06/19

Gabe Henderson

Exp. 05/16/18

Avis Love

Exp. 11/6/19

George Williams

Exp. 11/6/19

Vacant

Vacant

Vacant

Vacant

Vacant

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Vacant

BUILDING AUTHORITY COMMISSION - Inactive

May 21, 2018

[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

Troy Seaton Dist. 1

Exp. 01/17/20

~~Leon Houston~~ Dist. 2

~~Exp. Served Notice; Returned~~

Vacant Dist. 3

Exp.

Octavia Smith Dist. 4

Exp. 07/03/20

Thelma Jean Overman Dist. 5

Exp. 02/06/20

Dist. 6

Exp. 01/04/19

Sandra Watley **Mayoral**

Exp. 01/03/20

Steven Chisholm At-Large

Exp. 01/17/20

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)

CONDEMNATION BOARD

[MEETINGS: AS NEEDED]

5 Members

Ordinance 150.140 thru 150.145

Jim Wright (Building Contractor)

Exp. 9/18 (1 Year Term)

Deborah Owens (General Member)

Exp. 9/19 (2 Year Term)

Guy Borrusch General Member)

Exp. 9/19 (2 Year Term)

Dorsey Williams (Contractor)

Exp. 9/20 (3 Year Term)

James Garrett (Engineer)

Exp. 9/20 (3 Year Term)

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 Michelini		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
Connie R. Mitchell		Tenure
Martha Theis		Exp. 01/14/18
Angela Dodson		Exp. 02/19/22
Cynthia Adams (Secretary)		Exp. 01/14/18
Brittini Abiolu (Vice Chair)		Exp. 05/18/19
Peter Cimeot		Exp. 01/21/18
Akindele Akinyemi (Chair)		Exp. 02/16/19
Val Ogbonaya		Exp. 07/20/19
Winston Wade		Exp. 07/17/21
Rerhi Onomake (Treasurer)		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
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
Charmaine Kennedy		Exp. 01/17/23
Connie R. Mitchell		Exp. 02/06/23

ELECTRICAL EXAMINING BOARD

Indefinite Terms	4 Members	State Law and Ordinance 616
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Walter Bays (Elec. Cont.)
 Andrew Hughes (Adm. Official)
 Carlton Trouteaud (Rep. of Detroit Edison)

May 21, 2018

LOCAL OFFICERS COMPENSATION COMMISSION

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

7 Year Term

7 Members

State Law and Ordinance 409

Lenoria Warmack

Exp. 10/17/2023

Thelma Jean Overman

Exp. 10/17/2023

Debra Owens

Exp. 10/17/2023

Ann Gross

Exp. 12/5/2023

Ronald Johnson

Exp. 12/19/2023

George Williams

Exp. 12/19/2023

Aaron Sims

Exp. 01/03/2024

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

John White	Dist. 1	Exp. 03/20/19
Opal Nolen	Dist. 2	Exp. 11/6/19
Vacant	Dist. 3	Exp. 09/15/16
LaWanna Abney-Mitchell	Dist. 4	Exp. 02/19/20
James Richardson, Jr.	Dist. 5	Exp. 02/19/20
Connie R. Mitchell	Dist. 6	Exp. 09/05/19
Tonia Williams	Mayoral	Exp. 02/20/19
Shirley Hankerson	Mayoral	Exp. 05/01/19
Ned Sanders	Council	Exp. 07/07/19
Timothy Williams	?	Exp. 10/2/21

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
Tiwain 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)	Exp. 12/18
Byron Nolen (Mayor)	Tenure
Darryl Davis (City appointee)	Exp. 10/18
Timothy Williams (Mayor Pro-Tem)	Exp. 7/19
Mack Willis	Exp. 2/20
James Garrett	Exp. 09/20
William Ratliff (Vice-Chair)	Exp. 04/19
Lynette Cain (Secretary)	Exp. 05/19
Steven Chisholm (Chair)	Exp. 04/19
Kim Faison	Exp. 01/21

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	Police Rep	
Jason Kaye	Fire Rep	
Sandra K. Watley	City Council Rep	Exp. 12/18
Velma Overman	Board of Trustee Rep	

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

ZONING BOARD OF APPEALS (ZBA)

[MEETINGS: First Thursday of each month at 6:00 P.M., City Council Chambers]

3 Year Term

7 Members

State Law and Ordinance 277

Ruth E. Williams	Dist. 1	Exp. 02/15/19
Clarence Oden, Jr. (VC)	Dist. 2	Exp. 04/03/20
James Cross	Dist. 3	Exp. 07/01/16
Roosevelt Stubbs (S)	Dist. 4	Exp. 08/21/20
Vanola Williams	Dist. 5	Exp. 02/06/20
Norma McDaniel	Dist. 6	Exp. 10/05/18
Tom Micheline		Exp. 04/18/19

Nankin Transit

[Meetings: Third Thursday of each month at 5:45 p.m., Nankin Transit 36300 Warren Rd. Westland, MI. 48185]

Mayor Pro-Tem Timothy Williams
Denise Champagne, Community Appointee

Exp. Tenure
Exp. (Appointed in 2009)

2015 Community Development Block Grant Advisory Council (CDBG)

[Meetings: Dates and times are quarterly and locations are various]

Timothy Williams, Council Appointee
Clarence Oden (Alternate)

Exp. Tenure
Exp. Tenure

COMMITTEES FORMED BY COUNCIL RESOLUTIONS

TAX INCREMENT FINANCE AUTHORITY

[MEETINGS: Second Thursday of each month at 6:30 P.M., City Hall Council]

6 Year Term

13 Members

Resolution 85-8-331

Connie R. Mitchell	Tenure
Brittni Abiolu	Exp. 6/06/22
Avis Love	Exp. 03/20/23
Rerhi Onomake	Exp. 03/16/21
Dennis Weislow	Exp. 06/07/19
Charmaine Kennedy	Exp. 02/20/21
Mary Weislow (Treasurer)	Exp. 06/06/22
Winnie Nwankwo	Exp. 05/18/21
Akindele Akinyemi	Exp. 05/18/21

BROWNFIELD REDEVELOPMENT AUTHORITY

[MEETINGS: Second Tuesday of each month at 5:00 P.M., City Hall Council Chambers]

Terms 1, 2 and 3 years Up to 9 members

Resolution 02-9-458

Timothy Williams, City Council Representative	Tenure
Darin Carrington, Treasurer	Tenure
Vacant Community	Tenure
Tonia C. Williams	Exp. 02/20/19
Dorothy Gardner	Exp. 11/6/20

May 21, 2018

NOTES:

 Vacancies and/or Expired terms

*Has not taken the oath

CITY OF INKSTER

INVESTMENT POLICY

Policy: It is the policy of the City of Inkster to invest public funds to insure the preservation of capital, allowing the highest investment return with the maximum security. The policy requires that any investments should seek to meet the daily cash flow requirements of the City and these investments conform to all state statutes governing the investment of public funds.

Scope: This investment policy applies to all financial assets of the City of Inkster. These funds are accounted for in the City's annual financial report and include all funds unless specifically exempted by the City Council. These funds include:

General Fund, Major Street Fund, Local Street Fund, Park & Recreation Fund, Garbage & Rubbish Fund, PEG Fund, Water & Sewer Fund and any new fund created by the governing body, unless specifically exempted by the City Council

Prudence: The standard of prudence to be applied by the investment official(s) shall be the "prudent person rule". Investments shall be made with judgment and care, considering prevailing circumstances, which persons of prudence, discretion and intelligence exercise in the management of their own investments, weighing the probable safety of capital as well as the probable revenue to be derived.

Objectives: The objectives of the City of Inkster investment policy are A) safety, B) liquidity and C) rate of return on investment. Safety is the highest priority since the City wishes to safeguard against the loss of principal of all public funds. Liquidity must be considered due to the cyclical nature of tax revenues and irregular spending patterns common in a municipal setting. Maximizing return within the constraints of safety and liquidity while limiting risk is a major objective. Idle funds should be invested as they become available to maximize the return. The public's trust must be maintained in this process and all participants must act responsibly as custodians of the public trust. The overall program must be designed, documented and managed with professionalism worthy of public trust.

Responsibility: Consistent with the Inkster City Charter, the individual responsible for investments is the City Treasurer, who in turn is responsible to the Mayor. The Treasurer, as the City's investment officer, shall establish procedures and internal controls for carrying out investment decisions and activities consistent with this investment policy. No person may engage in investment transactions except as provided under the terms of this policy and the procedures established by the Treasurer.

Ethics & Conflicts of Interest: The investment officer and all other persons involved in investment activities of the City of Inkster shall refrain from personal business activity that could conflict with the investment program or could impair their ability to make impartial investment decisions. These persons shall disclose to the Mayor any material financial interests in financial institutions that could be related to performance of the City's portfolio.

Authorized Investments: The investment officer is permitted to invest funds in instruments in accordance with Michigan Public Act 20 of the Public Acts of 1943, as amended, and other applicable State of Michigan Statutes and meet the criteria of this policy.

Examples of such investments assuming they are fully secured are:

- 1) Interest bearing savings and checking accounts
- 2) Negotiable certificates of deposit
- 3) Non-negotiable certificates of deposit
- 4) U.S. Treasury bills
- 5) Bankers' acceptance
- 6) Federal agency instruments
- 7) Money Market funds/investment pools in accordance with PA 20 and its amendments. Authorized mutual funds are limited to a net asset value (NAV) of \$1.00 per share. Investment pools must be organized under the surplus funds investment pool act of 1982, the local investment pool act of 1985 or the urban cooperation act of 1967.
- 8) Commercial Paper rated at the time of purchase within the two (2) highest classifications established by not less than two (2) nationally recognized credit rating agencies.
- 9) Mutual funds registered under the investment company act of 1940 and with the authority to purchase only investment vehicles that are legal for direct investment by a public corporation.
- 10) Obligations described herein and above if purchased through an inter-local agreement under the urban cooperation act of 1967.
- 11) Investment pools organized under the surplus funds investment pool act, 1982 PA 367, MCL 129.111 to 129.118.
- 12) Obligations of the State of Michigan or any of its political subdivisions that at the time of purchase are rated as investment grade by at least one of the nationally recognized credit rating agencies

Safekeeping & Custody: Investment securities purchased by the City shall be held in third-party safekeeping by an institution designated as primary agent. The City Treasurer will execute a third-party safekeeping agreement with a third party if necessary. The agreement will include the responsibilities of each party, provisions for delivery vs. payment, procedures in case of fire failure or other mishaps, including liability. Not included in the third-party safekeeping agreement are certificates of deposit, mutual funds, direct purchase of commercial paper, and bankers acceptances.

Internal Controls: The City Treasurer will have investments reviewed annually by the City's designated audit firm. This review will check for appropriate internal controls, check for compliance with policies and procedures and prevent any loss of public funds due to fraud, error, misrepresentation or illegal action.

Reporting: The Treasurer will report quarterly to the Mayor and Council in regards to any outstanding investments. The information reported should include relevant information on the City's investments such as the type, rate and terms of the investments, total interest received, annual rate of returns with benchmark comparisons, bank ratings and/or other related information which enables the governing body to monitor and measure the success of the investment portfolio.

Appendix A

ACKNOWLEDGMENT OF RECEIPT OF INVESTMENT POLICY AND AGREEMENT TO COMPLY

I have read and fully understand Act 20 PA 1943, as amended, and the Investment Policy of the City of Inkster.

Any investment advice or recommendation given by _____ to the City of Inkster shall comply with the requirements of Act 20 PA 1943 as amended, and the Investment Policy of the City of Inkster.

Authorized Representative Name

Signature

Title

Firm/Company

Date

REQUEST FOR COUNCIL ACTION

To: Byron Nolen, Mayor

Date: May 14, 2018

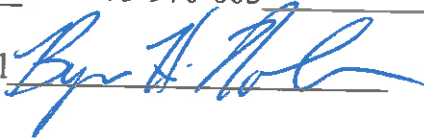
From: Jerome Bivins, DPS Director Date for Council's Consideration: May 21, 2018

ACTION REQUESTED: Consider authorizing administration to approve the contract with Florence Cement Company for Annapolis Road Reconstruction in the amount of \$1,123,757.24, plus a 15% contingency of \$168,563.59, for the total of \$1,292,320.83 for construction. An additional \$189,878.00 will be required to cover the cost of construction engineering, field design modifications, inspection, material testing of concrete, laboratory testing, and the removal, relocation and replacement of some utility poles. The total cost of the project will be \$1,482,198.83.

Current Action ☒ X Emergency ☐ Future ☐

Funds Budgeted: If Yes ☒ x Account # 202-475-970-003 No ☐ N/A

Mayor's Approval



BACKGROUND:

The City of Inkster has allocated funds for the reconstruction of Annapolis Street from Middlebelt Road to Inkster Road for a length of 0.97 miles. These funds shall be used to provide new concrete pavement, intersection improvements, new sidewalk, pavement markings, and utility adjustments for the City Inkster Residents. City of Westland has collaborated with the Inkster on the Annapolis Street reconstruction.

SCOPE OF SERVICES:

To do a total tear out of Annapolis Road from Middlebelt to Inkster Road on the City of Inkster side and perform some partial repairs on the Westland side to make it a more drivable surfaces.

JUSTIFICATION:

Improving the driving conditions on Annapolis Road from Middlebelt to Inkster Road will make it a safer road to drive over.

PROJECT IMPROVEMENTS:

Improve and promote the image of Inkster, and improve safety for drivers on Annapolis Rd.

COSTS:

The Annapolis Road Reconstruction contract cost of \$1,123,757.24, plus a 15% contingency of \$168,563.59, totaling \$1,292,320.83 for construction. An additional \$189,878.00 will be required to cover the cost of construction engineering, field design modifications, inspection, material testing of concrete, laboratory testing, and the removal, relocation and replacement of some utility poles along Annapolis Rd. The total cost of the project will be \$1,482,198.83.

PROJECTED TIME TABLE:

Estimate time table is (3) three months for reconstruction of Annapolis Road from Middlebelt to Inkster Road.

RESOLUTION:

Authorization is hereby given to the administration to approve the contract with Florence Cement Company for the Annapolis Road Reconstruction in these amount of \$1,123,757.24 plus a 15% contingency \$168,563.59 totaling \$1,292,320.83 for construction. The Administration is also authorized to expend an additional \$189,878.00 to cover the cost of construction engineering, filed design modifications, inspection, material testing of concrete, laboratory testing, and the removal, relocation and replacement of some utility poles along Annapolis Rd. The total cost of the project will be \$1,482,198.83.

Resolved by _____

Seconded by _____

Yes:

No:

Absent:



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

4/30/2018

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

Attention: Jerome Bivins, Department of Public Services Director

Re: Annapolis Road Reconstruction Bid Recommendation

Dear Mr. Bivins:

The Annapolis Road Reconstruction was advertised on Michigan Inter-Governmental Trade Network (MITN) beginning April 2, 2018. A Mandatory Job-Walk Visit/ pre-bid meeting was scheduled for March 7, 2018 at 1:00 pm at Inkster City Hall. A total of eight companies attended this Mandatory Job-Walk visit/ pre-bid meeting. The Bid Opening for the above referenced project was held on Monday, April 23, 2018 at 2:00 p.m. at Inkster City Hall. A total of five contractors submitted bids on the Annapolis Road Reconstruction Project. The following is a list of the five bidders on the project listed in order from lowest to highest bid:

	Bidder's Name	Bid	% Above Low Bid
1	Florence Cement	\$1,123,757.24	0%
2	Great Lakes Contracting Solutions	\$1,181,597.34	5%
3	KCI	\$1,232,523.84	10%
4	Mark Anthony Contracting	\$1,267,777.77	13%
5	M.L. Chartier	\$1,274,665.03	13%

All of the bid subtotals and total dollar amounts were properly tabulated.

Florence Cement is identified as the bidder under consideration for award. Florence Cement met all requirements of the project including bonds and attendance at the mandatory job-walk visit/ pre-bid meeting. Benesch agrees with the City that attendance at the mandatory job-walk/ pre-bid meeting was critical to the contractor understanding the complexity of the scope of work.

The engineer's estimate of probable construction cost is \$1,423,053.63 without the recommended 15% contingency for unforeseen conditions during construction. In comparison, Florence Cement's bid of \$1,123,757.24 is 21% less than the engineer's estimate. The engineer's estimate of probable construction cost was developed using 2017 MDOT Average Unit Prices. In a general, MDOT unit prices are higher than local, municipal projects due to overall scale. Attached is the line item unit price bid tabulation along with the engineer's estimate.

Florence Cement has demonstrated their ability to meet the minimum qualifications related to this work through satisfactory performance on other road projects of similar type and scale.

We recommend awarding this contract to Florence Cement in the amount of \$1,123,757.24. We further recommend the City approve a 15% contingency an amount of \$168,563.59 for use at the City's discretion for unforeseen conditions related to the project.

Y0140008.04

4/30/2018

Jerome Bivins, Department of Public Services Director
Page | 2 of 2



If you have any questions or require any additional information, please contact the undersigned.

Very truly yours,

A handwritten signature in blue ink, appearing to read "Daniel Guastella".

Alfred Benesch & Company

Daniel Guastella, P.E.
Project Engineer

CC: Darin Carrington, Inkster City Treasurer
Eric Tucker, P.E., Project Manager
File: Y0140008.04

Attachments:

Pre-Bid Meeting- Sign-in Attendance Sheet
Bid Tabulation – Annapolis Road Reconstruction

Y0140008.04



Annapolis Road Reconstruction



Pre-bid Meeting Sign-In	Meeting Date: 3/7/2018
Facilitator: Jerome Bivins, DPS Director	Place/Room: Council Chambers

Name	Company	Email	Primary Phone
Bill Baker	Florence Cement	steve.pattaleo@florencecement.com	586-997-2666
Mike Nardano	Lippman Inc	mnardano@lippmaninc.com	248-424-3880
LEO SAKALITAN	GEORGE LEO SAKALITAN CONSTRUCTION SOLUTIONS	leo@georgeleosa.com	586-915-0417
BEN TRONANI	Handrock Concrete	office@handrockconcrete.com	734-641-3333
Jerry Salinas	MAC	jsalinas@macconcrete.com	586-265-8615
Bill Hunsbuck	MAC	BHunsbuck@macconcrete.com	586-453-5860
MARK HILLER	LAFRATE CO.	egarra@lafra.com	586-756-1070
Andrew DeManna	Kozla-T	andy@kclmich.com	248-322-2757
Jodi Olesky	M.I. Chartier	skirinski@michartier.com	586-775-8573
ERIC TUCKER	BENESCH	etucker@benesch.com	313-963-0612
Jerome Bivins	COI	j.bivins@cityofannapolis.com	(313) 563-9774
Dan Guastella	Benesch	DCGuastella@benesch.com	734 649 2505



P26

AGREEMENT BETWEEN OWNER AND CONTRACTOR FOR CONSTRUCTION CONTRACT (STIPULATED PRICE)

THIS AGREEMENT is by and between City of Inkster, whose address is 26215 Trowbridge Rd., Inkster, MI, 48141 ("Owner") and Florence Cement Company, whose address is 51515 Corridor, Shelby Twp., MI 48315 ("Contractor").

ARTICLE 1 – WORK

1.01 Contractor shall complete all Work as specified or indicated in the Contract Documents. The Work is generally described as follows:

Contractor will provide all labor, equipment, and materials for new pavement, integral curb & gutter, intersection improvements, new sidewalk, signing, pavement markings, and utility adjustments "Section IV. Request."

All workmanship and materials shall be in accordance with the Michigan Department of Transportation (MDOT) 2012 Standard Specifications for Construction, MDOT Frequently Used Specifications listed in Appendix A, and City of Inkster Standards.

MDOT Prequalification requirements: The Contractor or Sub-contractor performing the following work shall be MDOT Prequalified:

Grading, Drainage Structures, and Aggregate Construction (Ea)
Concrete, Curb and Gutter, Driveways, Sidewalks (J)

Contractor shall follow the sequence of construction listed below:

The contractor shall bid the project based on the sequence of construction as described in this section. After award of the contract the contractor may propose a different sequence, but any such proposal shall be subject to approval by the engineer and owner and may be rejected.

- A. The project shall be constructed in two (2) separate and distinct phases: Phase 1 and Phase 2. No work shall begin on Phase 2 until all work listed in Phase 1 (item C below) has been completed to the satisfaction of the Engineer and the Owner.
- B. Full depth slab replacement, ADA ramps, and joint sealing for the City of Westland.
- C. Project Phase 2 shall consist of all remaining work which includes, but not limited to, a total reconstruct of Westbound Annapolis Rd with side parking and intersections, sidewalk and ADA ramps, Driveway reconstruction, etc.

- D. The entire project shall be considered substantially complete when the entire street is paved and open to traffic and all items of work have been completed, inspected and accepted by the owner and engineer.

ARTICLE 2 – THE PROJECT

- 2.01 The Project, of which the Work under the Contract Documents is a part, is generally described as follows: Annapolis Road Reconstruction

ARTICLE 3 – ENGINEER

- 3.01 The Project has been designed by Alfred Benesch & Company
- 3.02 The Owner has retained Alfred Benesch & Company ("Engineer") to act as Owner's representative, assume all duties and responsibilities, and have the rights and authority assigned to Engineer in the Contract Documents in connection with the completion of the Work in accordance with the Contract Documents.

ARTICLE 4 – CONTRACT TIMES

- 4.01 *Time of the Essence*
- A. All time limits for Milestones, if any, Substantial Completion, and completion and readiness for final payment as stated in the Contract Documents are of the essence of the Contract.
- 4.02 *Contract Times: Dates*
- A. The Work will be substantially completed by the date outlined by Article 6 of the Bid Forms, when the Contract Times commence to run as provided in Paragraph 4.01 of the General Conditions, and completed and ready for final payment in accordance with Paragraph 15.06 of the General Conditions by the date outlined by Article 6 of the Bid Forms section.
- 4.03 *Liquidated Damages*
- A. Contractor and Owner recognize that time is of the essence as stated in Paragraph 4.01 above and that Owner will suffer financial and other losses if the Work is not completed and Milestones not achieved within the times specified in Paragraph 4.02 above, plus any extensions thereof allowed in accordance with the Contract. The parties also recognize the delays, expense, and difficulties involved in proving in a legal or arbitration proceeding the actual loss suffered by Owner if the Work is not completed on time. Accordingly, instead of requiring any such proof, Owner and Contractor agree that as liquidated damages for delay (but not as a penalty):
1. Substantial Completion: Contractor shall pay Owner \$1000 for each day that expires after the time (as duly adjusted pursuant to the Contract) specified in Paragraph 4.02.A above for Substantial Completion until the Work is substantially complete.
 2. Completion of Remaining Work: After Substantial Completion, if Contractor shall neglect, refuse, or fail to complete the remaining Work within the Contract Time (as duly adjusted pursuant to the Contract) for completion and readiness for final payment, Contractor shall pay Owner \$1000 for each day that expires after such time until the Work is completed and ready for final payment.

3. Liquidated damages for failing to timely attain Substantial Completion and final completion are not additive and will not be imposed concurrently.

4.04 *Special Damages*

- A. In addition to the amount provided for liquidated damages, Contractor shall reimburse Owner (1) for any fines or penalties imposed on Owner as a direct result of the Contractor's failure to attain Substantial Completion according to the Contract Times, and (2) for the actual costs reasonably incurred by Owner for engineering, construction observation, inspection, and administrative services needed after the time specified in Paragraph 4.02 for Substantial Completion (as duly adjusted pursuant to the Contract), until the Work is substantially complete.
- B. After Contractor achieves Substantial Completion, if Contractor shall neglect, refuse, or fail to complete the remaining Work within the Contract Times, Contractor shall reimburse Owner for the actual costs reasonably incurred by Owner for engineering, construction observation, inspection, and administrative services needed after the time specified in Paragraph 4.02 for Work to be completed and ready for final payment (as duly adjusted pursuant to the Contract), until the Work is completed and ready for final payment.

ARTICLE 5 – CONTRACT PRICE

- 5.01 Owner shall pay Contractor for completion of the Work in accordance with the Contract Documents the amounts that follow, subject to adjustment under the Contract:

- A. For all Work, at the prices stated in the contractor's Bid, attached hereto as an exhibit.

ARTICLE 6 – PAYMENT PROCEDURES

6.01 *Submittal and Processing of Payments*

- A. Contractor shall submit Applications for Payment in accordance with Article 15 of the General Conditions. Applications for Payment will be processed by Engineer as provided in the General Conditions.

6.02 *Progress Payments; Retainage*

- A. Owner shall make progress payments on account of the Contract Price on the basis of Contractor's Applications for Payment on or about the first day of each month during performance of the Work as provided in Paragraph 6.02.A.1 below, provided that such Applications for Payment have been submitted in a timely manner and otherwise meet the requirements of the Contract. All such payments will be measured by the Schedule of Values established as provided in the General Conditions (and in the case of Unit Price Work based on the number of units completed) or, in the event there is no Schedule of Values, as provided elsewhere in the Contract.
 1. Prior to Substantial Completion, progress payments will be made in an amount equal to the percentage indicated below but, in each case, less the aggregate of payments previously made and less such amounts as Owner may withhold, including but not limited to liquidated damages, in accordance with the Contract
 - a. Ninety (90) percent of Work completed (with the balance being retainage). If the Work has been 50 percent completed as determined by Engineer, and if the character and progress of the Work have been satisfactory to Owner and

Engineer, then as long as the character and progress of the Work remain satisfactory to Owner and Engineer, there will be no additional retainage; and

- b. Zero (0) percent of cost of materials and equipment not incorporated in the Work (with the balance being retainage).
- B. Upon Substantial Completion, Owner shall pay an amount sufficient to increase total payments to Contractor to ninety-five (95) percent of the Work completed, less such amounts set off by Owner pursuant to Paragraph 15.01.E of the General Conditions, and less one hundred (100) percent of Engineer's estimate of the value of Work to be completed or corrected as shown on the punch list of items to be completed or corrected prior to final payment.

6.03 *Final Payment*

- A. Upon final completion and acceptance of the Work in accordance with Paragraph 15.06 of the General Conditions, Owner shall pay the remainder of the Contract Price as recommended by Engineer as provided in said Paragraph 15.06.

ARTICLE 7 – CONTRACTOR'S REPRESENTATIONS

7.01 In order to induce Owner to enter into this Contract, Contractor makes the following representations:

- A. Contractor has examined and carefully studied the Contract Documents, and any data and reference items identified in the Contract Documents.
- B. Contractor has visited the Site, conducted a thorough, alert visual examination of the Site and adjacent areas, and become familiar with and is satisfied as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
- C. Contractor is familiar with and is satisfied as to all Laws and Regulations that may affect cost, progress, and performance of the Work.
- D. Contractor has carefully studied all: (1) reports of explorations and tests of subsurface conditions at or adjacent to the Site and all drawings of physical conditions relating to existing surface or subsurface structures at the Site that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings, and (2) reports and drawings relating to Hazardous Environmental Conditions, if any, at or adjacent to the Site that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings.
- E. Contractor has considered the information known to Contractor itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Contract Documents; and the Site-related reports and drawings identified in the Contract Documents, with respect to the effect of such information, observations, and documents on (1) the cost, progress, and performance of the Work; (2) the means, methods, techniques, sequences, and procedures of construction to be employed by Contractor; and (3) Contractor's safety precautions and programs.
- F. Based on the information and observations referred to in the preceding paragraph, Contractor agrees that no further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract.

- G. Contractor is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Contract Documents.
- H. Contractor has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Contractor has discovered in the Contract Documents, and the written resolution thereof by Engineer is acceptable to Contractor.
- I. The Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.
- J. Contractor's entry into this Contract constitutes an incontrovertible representation by Contractor that without exception all prices in the Agreement are premised upon performing and furnishing the Work required by the Contract Documents.

ARTICLE 8 – CONTRACT DOCUMENTS

8.01 *Contents*

- A. The Contract Documents consist of the following:
 - 1. This Agreement (pages 520-01 to 520-08, inclusive).
 - 2. General Conditions (pages 700-01 to 700-70, inclusive).
 - 3. Supplementary Conditions (pages 800-01 to 800-20, inclusive).
 - 4. Specifications as listed in the table of contents of the Project Manual.
 - 5. Drawings (not attached but incorporated by reference) consisting of 56 sheets with each sheet bearing the following general title: Annapolis Road Reconstruction.
 - 6. Addenda (Inclusive).
 - 7. Exhibits to this Agreement (enumerated as follows):
 - a. Contractor's Bid (pages 410-01 to 410-13, inclusive).
 - 8. The following which may be delivered or issued on or after the Effective Date of the Contract and are not attached hereto:
 - a. Notice to Proceed.
 - b. Work Change Directives.
 - c. Change Orders.
 - d. Field Orders.
- B. The documents listed in Paragraph 8.01. Are attached to this Agreement (except as expressly noted otherwise above).
- C. There are no Contract Documents other than those listed above in this Article 8.
- D. The Contract Documents may only be amended, modified, or supplemented as provided in the General Conditions.

ARTICLE 9 – TERMINATION

9.01 *Termination for Convenience*

- A. City shall have the right to terminate this contract with or without cause, for the convenience of the City. In the event of termination for the City's convenience, compensation to the Contractor shall be made on the same basis as that provided for in the Agreement between City and Contractor or Contract Documents, or in the absence of applicable provisions, then based on the percentage of the work completed as of the date of termination. In no event shall the Contractor be entitled to anticipated profits.

ARTICLE 10 – MISCELLANEOUS

10.01 *Terms*

- A. Terms used in this Agreement will have the meanings stated in the General Conditions and the Supplementary Conditions.

10.02 *Assignment of Contract*

- A. Unless expressly agreed to elsewhere in the Contract, no assignment by a party hereto of any rights under or interests in the Contract will be binding on another party hereto without the written consent of the party sought to be bound; and, specifically but without limitation, money that may become due and money that is due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under the Contract Documents.

10.03 *Successors and Assigns*

- A. Owner and Contractor each binds itself, its successors, assigns, and legal representatives to the other party hereto, its successors, assigns, and legal representatives in respect to all covenants, agreements, and obligations contained in the Contract Documents.

10.04 *Severability*

- A. Any provision or part of the Contract Documents held to be void or unenforceable under any Law or Regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Owner and Contractor, who agree that the Contract Documents shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

10.05 *Contractor's Certifications*

- A. Contractor certifies that it has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for or in executing the Contract. For the purposes of this Paragraph 10.05:
1. "corrupt practice" means the offering, giving, receiving, or soliciting of any thing of value likely to influence the action of a public official in the bidding process or in the Contract execution;
 2. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process or the execution of the Contract to the detriment of Owner, (b) to establish Bid or Contract prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;

3. "collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish Bid prices at artificial, non-competitive levels; and
4. "Coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

10.06 Other Provisions

- A. Owner stipulates that if the General Conditions that are made a part of this Contract are based on EJCDC® C-700, Standard General Conditions for the Construction Contract, published by the Engineers Joint Contract Documents Committee®, and if Owner is the party that has furnished said General Conditions, then Owner has plainly shown all modifications to the standard wording of such published document to the Contractor, through a process such as highlighting or "track changes" (redline/strikeout), or in the Supplementary Conditions.

CITY OF INKSTER

STIPULATED PRICE

IN WITNESS WHEREOF, Owner and Contractor have signed this Agreement in duplicate. One counterpart each has been delivered to OWNER and CONTRACTOR. All portions of the Contract Documents have been signed or identified by OWNER and CONTRACTOR or on their behalf.

This Agreement will be effective on 5/2/2018 (Effective Date of the Agreement)

OWNER: CITY OF INKSTER

CONTRACTOR: FLORENCE CEMENT COMPANY

By: Byron Nolen

By: Angelo Lanni

Title: Mayor

Title: President

(If Contractor is a corporation, a partnership, or a joint venture, attach evidence of authority to sign.)

Attest: Darin Carrington

Attest: _____

Title: Treasurer

Title: _____

Address for giving notices:

Address for giving notices:

26215 Trowbridge Rd

51515 Corridor

Inkster, MI 48141

Shelby Twp., MI 48315

License No.: _____

(where applicable)

(If Owner is a corporation, attach evidence of authority to sign. If Owner is a public body, attach evidence of authority to sign and resolution or other documents authorizing execution of this Agreement.)

NOTE TO USER: Use in those states or other jurisdictions where applicable or required.

8001 Haggerty Rd
Belleville, MI 48111



Tuesday, April 10, 2018

City of Inkster
26215 Trowbridge
Inkster, MI 48141

Regarding: Annapolis - Isabelle And Ash, Inkster, Nankin Township

Enclosed are two (2) copies of the Accounts Receivable Agreement for your signature. The payment for this work is \$9,878.65 based on:

Relocate poles Inkster to repave Annapolis

Please return the signed agreement to me with a check made payable to DTE Energy. Keep the "Customer Copy" document for your records. To ensure proper credit, the Agreement number should be indicated on your remitted check. When we receive the signed agreement and your check, we will proceed to schedule the work.

If you have any questions regarding this job, please feel free to contact me at the phone number or e-mail address indicated below.

Sincerely,

A handwritten signature in black ink, appearing to read "Ralph M. Wincel", written over a horizontal line.

Ralph M. Wincel
Planner

734-397-4088
ralph.wincel@dteenergy.com

enclosures:

Two copies of the Accounts Receivable Agreement

Accounts Receivable Agreement
No. 50404748



"DTE Energy" and "Customer" make this agreement for consideration of the promises in the Agreement.

"DTE Energy" is:

The DTE Energy Company
8001 Haggerty Rd
Belleville, MI 48111

"Customer" is:

City of Inkster
26215 Trowbridge
Inkster, MI 48141

Background Statement: Customer requests DTE Energy to perform the work indicated below in the vicinity of Annapolis - Isabelle And Ash, Inkster. To do this, DTE Energy requires that payment be made in the amount indicated below. Under Michigan Public Service Commission rules, DTE Energy is permitted to require payment before performing this work.

**DTE Energy and Customer agree to the following terms:
See details of this contract under the Terms and Conditions section**

Payment for the requested work is \$9,878.65.

The type of work to be performed:

Relocate poles Inkster to repave Annapolis

In return for the above payment, The DTE Energy Company agrees to perform the requested work, providing all necessary permits and rights-of-way can be secured. This job will not be scheduled until DTE Energy receives payment for the above work.

Notwithstanding anything herein to the contrary, the installation, ownership, and maintenance of electric services and the rates, fees, and charges to be made shall be subject to and in accordance with the orders and rules and regulations adopted and approved from time to time by the Michigan Public Service Commission.

DTE Energy:(sign) Melvin McCoy Jr Title: Supervisor Date: 4-10-2018
Melvin McCoy Jr

Customer:(sign) _____ (print) _____ Date: _____
(sign) _____ (print) _____ Date: _____

Terms and Conditions
Accounts Receivable Agreement

1. **MPSC Rules** - This Agreement is subject to the Michigan Public Services Commission ("MPSC") Rules, including but not limited to, Rule C6.1, "Extension of Service", Rule C6.2, "Overhead Extension Policy", Rule C6.3, "Underground Distribution Systems"; and Rule C6.5 "Miscellaneous Customer Requests", which are incorporated herein by reference.
2. **Description of Work** - DTE Energy or one of its contractors shall install or remove the underground or overhead conductors and any associated overhead or underground equipment required for the request, (collectively, the "Work"). DTE Energy will only install electric service and is not responsible for any other utility service including, but not limited to, cable television, or other communication services. Customer shall contact those companies responsible for the installation of services other than electrical service.
3. **Customer Staking Requirements**
 - a. Prior to commencement of the Work, Customer shall visually identify, by either exposing or clearly staking through the use of flags or other appropriate identification device, all private underground property, including but not limited to:

a. private electrical lines b. sprinkler systems c. invisible fences d. swimming pool hardware e. septic tanks and fields f. fiber optic lines g. security systems h. heated sidewalk and driveway equipment	i. burial sites of pets j. geothermal systems k. private water mains and lines l. solar power equipment m. privately owned gas n. propane and petroleum lines o. any other underground equipment not previously listed.
--	---
 - b. If Customer refuses the route suggested by DTE Energy for the Work and requests an alternative route, which is mutually agreed to by Customer and DTE Energy, Customer shall stake the alternative route as provided in paragraph 3(a) above.
 - c. If Customer fails to clearly stake all private underground property, then Customer releases DTE Energy from any and all liability for property damage related to the installation, operation or maintenance of the Work, including, but not limited to, loss of trees, shrubs or other landscape.
4. **Total Payment** - By executing this Agreement, Customer agrees to pay DTE Energy the "Total Payment" calculated on page 1 of this agreement.
5. **Termination prior to Commencement of Work** - If Customer fails to complete any obligations under this Agreement within six (6) months from the date DTE Energy receives full payment or the Total payment, then, upon written notice, DTE Energy may cancel this Agreement and a refund may be issued to Customer, less all reasonable costs incurred by DTE Energy.
6. **Failure to Execute Agreement; Changes to Agreement**: If the Customer fails to execute this Agreement and pay the Total payment due to DTE Energy within six (6) months of the date of this Agreement, then this Agreement shall become null and void. Further, Customer shall not make any changes to this Agreement, including but not limited to handwritten changes or striking any language. In the event Customer makes any changes to this Agreement without the specific written consent of DTE Energy, then this Agreement shall become null and void.
7. **Damages and Limitation on Liability** - If Customer, its contractors, agents, and/or employees cause damage to the Work, then Customer shall reimburse DTE Energy for all costs related to that damage. DTE Energy reserves the right to retain portions of the Refundable Construction Advance to offset such damages.

DTE Energy's sole liability to Customer, its employees, agents, subcontractors and to all other persons arising out of or related to the performance of the Work, whether in contract, under any claims warranty, in tort, or otherwise shall be limited to either DTE Energy repairing or replacing the Work at its own expense or, at DTE Energy's option, refund the money paid for the Work. The foregoing shall be Customer's sole remedy. In no event will DTE Energy or its contractors be liable under this Agreement or under any cause of action relating to the subject matter of this Agreement, whether based on contract, warranty, tort (including negligence), strict liability, indemnity or otherwise, for any incidental or consequential damages including but not limited to loss of use, interest charges, inability to operate full capacity, lost profits or other similar claims of Customer.
8. **Set Off** - DTE Energy shall be entitled at any time to set off any sums owing by Customer or any of Customer's affiliated companies with common ownership, to DTE Energy or any of DTE Energy's affiliated companies, against sums payable by DTE Energy.
9. **Assignment and Notices** - Customer shall not assign this Agreement without DTE Energy's prior written consent. All notices required by this Agreement must be in writing and sent by U.S. mail or delivered in person to the addresses listed on page 1 of this Agreement.
10. **Saving Clause** - Each term and condition of this Agreement is deemed to have an independent effect and the invalidity of any partial or whole paragraph or section shall not invalidate the remaining paragraphs or sections. The obligation to perform all of the terms and conditions shall remain in effect regardless of the performance of any invalid term by the other party.

- 11. Governing Law and Jurisdiction** - This Agreement shall be construed in accordance with the law of the State of Michigan, without regard to conflict of law principals. The parties agree that any action with respect to this Agreement shall be brought in a court of competent jurisdiction located in the State of Michigan and the parties hereby submit themselves to the exclusive jurisdiction and venue of such court for the purpose of such action.
- 12. Entire Agreement** - This Agreement together with the DTE Energy Rate Book on file with the MPSC, the Electrical Service Installation Guide, which is available at:

www.dteenergy.com/businessCustomers/buildersContractors/electricService/standards.html

and, if applicable, the Certificate of Grade (referred to herein collectively, as the "Contract Documents") constitutes the entire Agreement between the parties regarding this transaction. Any agreements, negotiations or understanding of the parties prior to or contemporaneous to the date of the Agreement, whether written or oral, are superseded hereby. In the event of a conflict between the Contract Documents, then the Contract Document shall control in the order stated above.

Accounts Receivable Agreement
No. 50404748



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DTE Energy:(sign) Melvin McCoy Jr Title: Supervisor Date: 4-10-2018
Customer:(sign) _____ (print) _____ Date: _____
(sign) _____ (print) _____ Date: _____

Terms and Conditions
Accounts Receivable Agreement

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 - a. Prior to commencement of the Work, Customer shall visually identify, by either exposing or clearly staking through the use of flags or other appropriate identification device, all private underground property, including but not limited to:

a. private electrical lines	i. burial sites of pets
b. sprinkler systems	j. geothermal systems
c. invisible fences	k. private water mains and lines
d. swimming pool hardware	l. solar power equipment
e. septic tanks and fields	m. privately owned gas
f. fiber optic lines	n. propane and petroleum lines
g. security systems	o. any other underground equipment not previously listed.
h. heated sidewalk and driveway equipment	
 - b. If Customer refuses the route suggested by DTE Energy for the Work and requests an alternative route, which is mutually agreed to by Customer and DTE Energy, Customer shall stake the alternative route as provided in paragraph 3(a) above.
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DTE Energy's sole liability to Customer, its employees, agents, subcontractors and to all other persons arising out of or related to the performance of the Work, whether in contract, under any claims warranty, in tort, or otherwise shall be limited to either DTE Energy repairing or replacing the Work at its own expense or, at DTE Energy's option, refund the money paid for the Work. The foregoing shall be Customer's sole remedy. In no event will DTE Energy or its contractors be liable under this Agreement or under any cause of action relating to the subject matter of this Agreement, whether based on contract, warranty, tort (including negligence), strict liability, indemnity or otherwise, for any incidental or consequential damages including but not limited to loss of use, interest charges, inability to operate full capacity, lost profits or other similar claims of Customer.
8. **Set Off** - DTE Energy shall be entitled at any time to set off any sums owing by Customer or any of Customer's affiliated companies with common ownership, to DTE Energy or any of DTE Energy's affiliated companies, against sums payable by DTE Energy.
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12. **Entire Agreement** - This Agreement together with the DTE Energy Rate Book on file with the MPSC, the Electrical Service Installation Guide, which is available at:

www.dteenergy.com/businessCustomers/buildersContractors/electricService/standards.html

and, if applicable, the Certificate of Grade (referred to herein collectively, as the "Contract Documents") constitutes the entire Agreement between the parties regarding this transaction. Any agreements, negotiations or understanding of the parties prior to or contemporaneous to the date of the Agreement, whether written or oral, are superseded hereby. In the event of a conflict between the Contract Documents, then the Contract Document shall control in the order stated above.

CUSTOMER COPY

REQUEST FOR COUNCIL ACTION

To: Byron Nolen, Mayor

Date: May 16, 2018

From: Sharde Fleming
Special Projects, Director

Date for Council Consideration: May 21, 2018

ACTION REQUESTED: Consider approval of offer to purchase (Case # LD 16-01) two (2) vacant residential lots which are located on the west side of Williams between Beech and Chestnut and are legally described as Lots 392 and 393 Wolverine Tractor Sub T2S, R9E, L38, P34 WCR (Property ID #44-010-06-0392-000 and 44-010-06-0393-000) in the total amount of \$500.00 to Robert Paden, Jr.

Current Action X Emergency Future

Funds Budgeted: If Yes X Account # 101.721.673.130 No N/A

Mayor's Approval



BACKGROUND INFORMATION

Robert Paden, Jr. has made application to purchase two (2) vacant lots which are located on the west side of Williams between Beech and Chestnut and are legally described as Lots 392 and 393 Wolverine Tractor Sub T2S, R9E, L38, P34 WCR (Property ID #44-010-06-0392-000 and 44-010-06-0393-000). The property is located near the middle of the block between Beech and Chestnut (see attached map). The proposed use for the lots is a garden.

SCOPE OF SERVICES

Preparation and execution of purchase agreement, quit claim deed, property transfer affidavit, and recording the deed. It is highly recommended by the Planning Division that the applicant complete a title search of the property.

JUSTIFICATION

The parcels are located in the R-1(B) zoning district. This district requires 60 feet of frontage for a "buildable" lot. Both parcels are 36 feet wide. As a result, both parcels are "non-buildable".

PROJECT OR IMPROVEMENT TASK

1. Develop a plan to address the City's current debt and legacy costs.
2. Improve and promote the image of Inkster.

COST

The applicant has deposited \$100.00 for each lot for a total of \$200.00 and is offering the total purchase price of \$500.00.

RESOLUTION

Authorization is hereby given for the sale of two (2) vacant residential lots which are located on the west side of Williams between Beech and Chestnut and are legally described as Lots 392 and 393 Wolverine Tractor Sub T2S, R9E, L38, P34 WCR (Property ID #44-010-06-0392-000 and 44-010-06-0393-000) in the total amount of \$500.00 to Robert Paden, Jr. subject to the following conditions:

Complete closing on the property within thirty (30) days by paying the balance of the price of the sale (\$300.00), paying the cost of recording the deeds (\$36.00), entering into a purchase agreement and executing a property transfer affidavit.

Finally, it is highly recommended that the applicant complete a title search of the property.

Resolved by _____

Seconded by _____

Yes:

No:

Absent:



\$ 100 for 392
Parcel

Deposit/Administrative Fee Received \$100.00
Date Received 2/9/2016
Case # LD-16-01

CITY OF INKSTER
APPLICATION TO PURCHASE CITY-OWNED PROPERTY

APPLICANT INFORMATION (Please Print Clearly)

Applicant's Name Robert Paden Jr.

Applicant's Address _____

Applicant's Phone Number: 734-222-3333

Proposed Owner's Name (as indicated on deed): Robert Paden Jr. (A single Man)

PROPERTY INFORMATION -- Purchase Offer \$ 250 / each

Property Location: on West side of William Street/Avenue
Between Beech Street/Avenue and Chestnut Street/Avenue

Tax ID, Legal Description, and Address if Structure 44010060393000 \$ 392

254.393 LOT 393 Wolverine Tractor Sub T25 R9E
L38 P34 WCR

Parcel Size: 3623 (Width) 36 X (Length) 101 Current Zoning Residential

☐ Additional Parcels/Lots (attach Request for Additional Property Form)

Summary of Proposed Use: Garden
Use additional sheets as needed

I understand and accept as evidenced by the good-faith deposit of \$ 100 .00 for the offer to purchase city-owned property. I also understand that the offer to purchase is subject to acceptance and approval by the City of Inkster City Council. I further understand that the Council can reject the offer in the best interest of the City, but that acceptance of this offer binds me to the specific use of the property as provided by the codes and ordinances of the City.

NOTE: All City-owned property is sold "AS IS". The City is not responsible for clear title.

Robert Paden Jr.
Applicant's Signature

1/12/2016
Date

Stephanie
Broker's Name



44 010 06 0393 000

WILLIAMS

5-4-2015

00706

ASSESSOR'S PLAT 30

INKSTER

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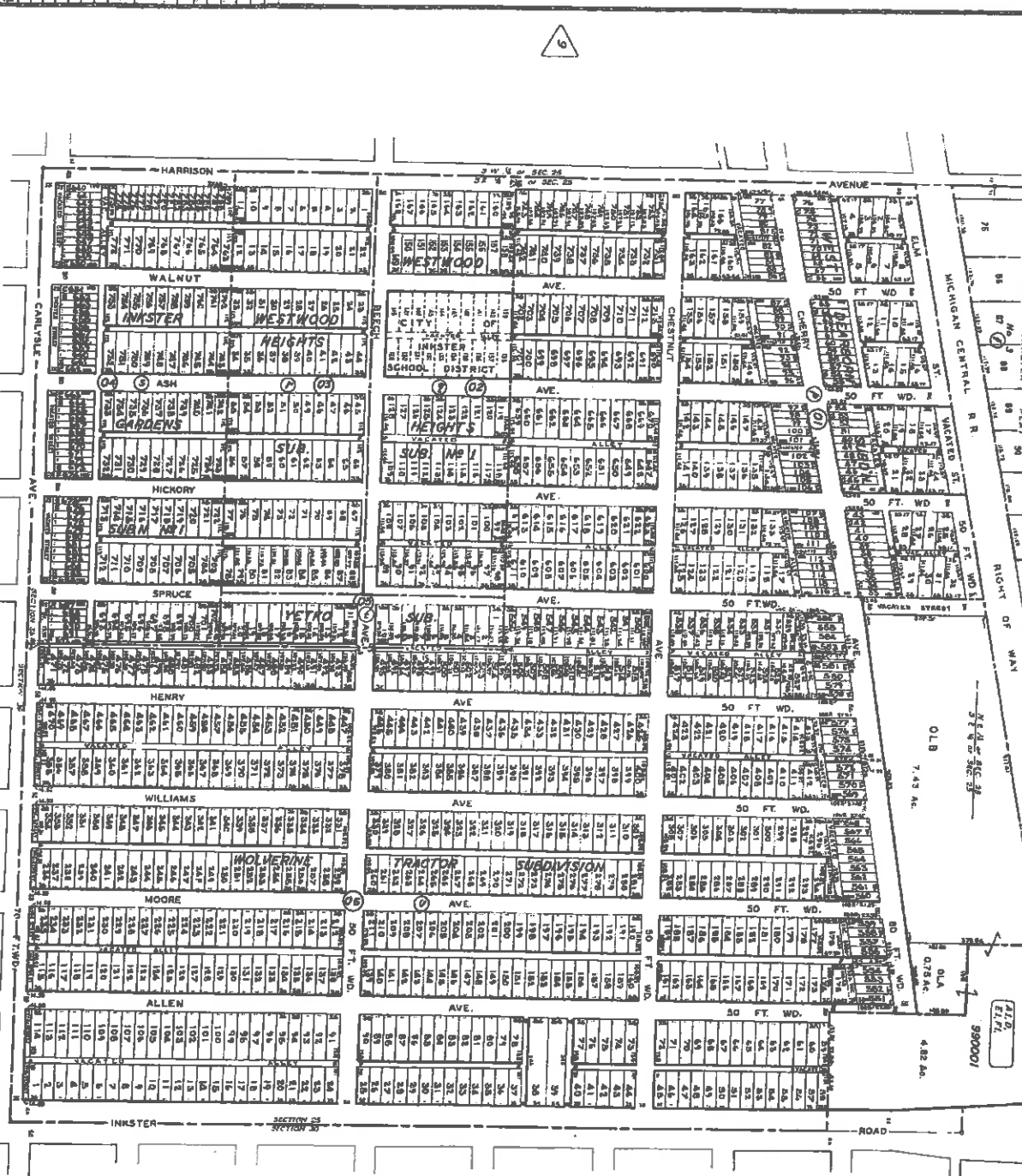
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S.E. 1/4 SECTION 25
CITY OF INKSTER
T. 2 S. R. 9 E.
WAYNE COUNTY, MICHIGAN
SCALE: 1 INCH = 1/4 MILE
DEPARTMENT OF MANAGEMENT AND BUDGET
ASSESSMENT AND EQUALIZATION DIVISION
© 2005 COUNTY OF WAYNE, STATE OF MICHIGAN
ALL RIGHTS RESERVED. NO PART OF THIS MAP MAY BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, WITHOUT PERMISSION IN WRITING FROM THE COUNTY OF WAYNE, STATE OF MICHIGAN.
THIS MAP WAS PREPARED BY THE COUNTY OF WAYNE, STATE OF MICHIGAN, AND IS A PUBLIC RECORD.
IT IS HEREBY CERTIFIED THAT THIS MAP IS A TRUE AND CORRECT REPRESENTATION OF THE LANDS SHOWN THEREON.

REQUEST FOR COUNCIL ACTION

To: Byron Nolen, Mayor

Date: May 16, 2018

From: Felicia Rutledge, City Clerk

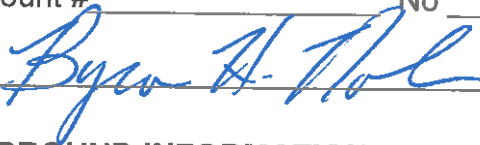
Date for Council Consideration: May 21, 2018

ACTION REQUESTED: Consideration and approval to help sponsor the 2018 Inkster community wide 20 Year Inkster Summerfest and waive departmental fees.

Current Action ☒ Emergency ☐ Future ☐

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

Mayor's Approval



BACKGROUND INFORMATION

The request to hold a Special Event on July 7th and 8th, 2018 for applicant Inkster Summerfest Committee. The applicant has hosted this event several years in the past and this will be the 20th year anniversary of the event. The event is to be hosted on Inkster Rd. between Michigan Ave. and Colonial. Five Thousand people are expected to attend. The event will have live music, food, vendors and fireworks. The applicant will hire security thru the quote that was provided by the Inkster Police Department. For clean-up purposes, there will be dumpsters on site and clean up after the event. Portal Johns will be onsite. This event will be free to the public.

SCOPE OF SERVICES

The applicant has meet with appropriate city administration. The applicant has completed an event application and paid appropriate security deposit fee. However, the Inkster Summerfest Committee is seeking to have fees waived. Appropriate Insurance riders have been provided with the City of Inkster added as additionally insured.

JUSTIFICATION

N/A

PROJECT OR IMPROVEMENT TASKS

For power and electricity, the event sponsor will need to have appropriate wiring for electricity via DTE Energy. Staging will be provided by the Inkster Summerfest Committee and the Fireworks will be provided by American Fireworks (self-insured)

COSTS

The Inkster Summerfest is seeking to have the following fees waived:

- Police - \$4,705.98

- Fire - \$1,872.00
- DPS - \$1,369.08
- Orkin Spray - \$425.00
- Poco Street Signs – 1,766.00
-

PROJECT TIME TABLE

July 7th and 8th, 2018

RESOLUTION

Authorization is hereby given to approve a Special Event for Inkster Summerfest Committee on July 7th and 8th, 2018 from 10 a.m. until 11:00 p.m. on Inkster Rd between Michigan Ave. and Colonial and to waive fees associated with the city.

Resolved by _____

Seconded by _____

Yes:

No:

Absent:

REQUEST FOR COUNCIL ACTION

To: Byron H. Nolen, Mayor

Date: May 16, 2018

From: Adrianna Jordan
City Planner *AD*

Date for Council Consideration: May 21, 2018

ACTION REQUESTED: Consider approval of a Special Land Use (SLU 17-23) for a Used Car Dealership located at 26266 Michigan Avenue in the B-3, General Business District with the conditions noted per the recommendation of the Planning Commission. Nabil Ismail is the applicant.

Current Action ☒ Emergency ☐ Future ☐

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

Mayor's Approval

Byron H. Nolen

BACKGROUND INFORMATION

On Monday, May 14, 2018, the Planning Commission reviewed and recommended for approval SLU 17-23 for a used car dealership located at 26266 Michigan Avenue in the B-3, General Business District, subject to the conditions below. The associated Site Plan (SP 17-24) was approved with conditions. As part of their site plan approval, the Planning Commission approved a waiver from the trash enclosure and dumpster requirements to allow the applicant to use cart service for trash disposal instead. City Staff also recommended approval of SLU 17-23 and SP 17-24. Nabil Ismail is the applicant. Draft meeting minutes are attached.

The site is located on the northwest corner of Michigan Avenue and Fairbairn Street intersection and has a total area of 0.38 acres (16,495 square feet). The site is an existing used automobile sales business with outdoor sales space for vehicles. No expansion of the use is proposed under this application.

A Special Conditions Use was approved by the City Council for the site on June 7, 2010; however, subsequent to approval, the applicant did not comply with the conditions of approval, including installation of a screen wall and provision of a greenbelt with decorative fencing along Michigan Avenue. A second Special Conditions Use was approved by the City Council for the site on December 22, 2015 and included a new 594 square foot addition; however the Special Conditions Use and Final Site Plan approvals expired before the applicant implemented the site plan improvements.

The Planning Commission's recommendation for approval of the Special Land Use was subject to the following conditions (review letters and site plans are attached):

1. **Engineering.** The lot shall be provided with a permanent, durable, and dustless surface approved by the City's Consulting Engineer, and shall be graded and drained so as to dispose of all surface water accumulated within the area.
2. **Landscaping.** Due to an existing non-conformity, the site was previously approved with a 3.5 foot wide greenbelt along Michigan Avenue with brick pillars and decorative fencing. The greenbelt as modified was never installed and must be complied with at this time.

SCOPE OF SERVICES

N/A

JUSTIFICATION

The City Planner's letter dated May 10, 2018 recommends that Planning Commission recommend approval of the Special Land Use, and that it meets the Special Land Use findings of the Zoning Ordinance. Planning Commission also recommends approval of the Special Land Use.

Site maps and plans are attached for review. A full copy of the site plan is available for review in the Planning Department upon request.

PROJECT OR IMPROVEMENT TASKS

1. Develop a plan to diversify the tax base to ensure a sustainable budget for Inkster.

COSTS

All costs are incurred by the petitioner.

PROJECT TIME TABLE

If approved by City Council, Final Site Plan approval will be sought and then the applicant will begin the Conditions Compliance process to ultimately seek a Certificate of Occupancy from the Building Dept. in order to begin operation.

RESOLUTION

Resolved by _____

Seconded by _____

To approve a Special Land Use (SLU 17-23) for a Used Car Dealership located at 26266 Michigan Avenue in the B-3, General Business District with the conditions noted per the recommendation of the Planning Commission.

Yes:

No:

Absent:



CITY OF INKSTER

26215 Trowbridge St.
Inkster, MI 48141
www.cityofinkster.com
313.563.4232

April 25, 2018

Planning Commission
City of Inkster
26215 Trowbridge
Inkster, MI 48141

Subject: SLU17-23 – Used Car Lot

Location: 26266 Michigan Avenue

Zoning: B-3, General Business District

Applicant(s): Nabil Ismail (Owner for Maryan Enterprises)

The City of Inkster Planning Department has reviewed the above-referenced Special Land Use (SLU) and Site Plan application, and offers the following comments and findings for your consideration.

SITE DESCRIPTION

The site is located at 26266 Michigan Avenue, has an area of 0.38 acres (16,495 square feet), and is occupied currently by a used car dealership. No expansion of the use is proposed under this application.

PERMITTED/RESTRICTED SPECIAL LAND USES IN B-3 DISTRICT

Used car sales are a Special Land Use in the B-3, General Business District. A Special Conditions Use was approved by the City Council for the site on June 7, 2010; however, subsequent to approval, the applicant did not comply with the conditions of approval, including installation of a screen wall and provision of a greenbelt with decorative fencing along Michigan Avenue. A second Special Conditions Use was approved by the City Council for the site on December 22, 2015 and included a new 594 square foot addition; however the Special Conditions Use and Final Site Plan approvals expired before the applicant implemented the site plan improvements. At this time we have reviewed the application for compliance with 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 LAND USE (§155.289)

The following standards are applicable to all SLU applications.

1. **Will be harmonious and in accordance with the goals, policies, and actions of the Master Plan.** The site is planned for general business land uses. This designation is intended to “provide locations for development of businesses which cater primarily to the comparison shopping needs of the city’s and surrounding communities’ residents on an intermittent or semi-monthly or greater basis.” The Future Land Use map of the Master Plan classifies the site as Mixed-Use Commercial, which encourages uses that provide day-to-day services to local customers, transient and freeway shoppers, and adjacent communities. Automotive sales are among the uses encouraged in the Mixed-Use Commercial area, so the use of the site complies with the Master Plan. The site plan submitted dated November 7, 2017 includes features that substantively comply with the Zoning Ordinance and will be notable site improvements on the property. This finding can be made.
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.** With the installation of the greenbelt, we believe that the proposed use will be visually and physically harmonious and appropriate in appearance with the existing and intended character of the general vicinity. 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 site is an existing used car dealership. The applicant is proposing screening and other site improvements. 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 capacity of the City’s infrastructure and services appears to be sufficient to accommodate the proposed expansion. This finding can be made provided no conflicting comments are provided by other City departments.
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 the 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. We are not aware of any adverse impacts associated with the proposed use at this time. As previously stated, if the site plan is revised to meet the requirements of the Zoning Code, this standard will likely be met.

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 use on the site is existing; however, conditions of approval were not met by the site's previous owner. We are not aware of any adverse impacts that the use will have on the economic vitality of adjacent uses at this time. Site improvements consistent with zoning ordinance requirements will be an economic enhancement to the City. This finding can be made.
7. **Will not impose additional service demands upon the City or its anticipated future resources.** We are not aware of additional service demands upon the City that would result from this use. This finding can be made.
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.** We are not aware of any impacts the proposed development could have on the health, safety, welfare, morals, character, comfort, convenience, and policies, or excessive costs that the development will impose; however, as indicated on the site plan the applicant must comply with the requirements of the zoning code to meet this finding.
9. **Will be consistent with the intent and purposes of this Zoning Code, and comply with all the specific standards as established for said use by the Ordinance.** This finding can be made once all of the site plan related issues are discussed, addressed, and/or revised (if required), and noted on the site plan to the Planning Commission's satisfaction.

REVIEW OF SPECIFIC STANDARDS FOR OUTDOOR SALES SPACE FOR EXCLUSIVE SALE OF NEW OR SECONDHAND VEHICLES OR HOUSE TRAILERS (§155.133)

10. **The lot or area shall be provided with a permanent, durable, and dustless surface, and shall be graded and drained so as to dispose of all surface water accumulated within the area. This finding can be made subject to the approval of the City's Consulting Engineer.**
11. **Ingress and egress to the outdoor sales area shall be at least 60 feet from the intersection of any two streets.** The entrance to the site off of Michigan Avenue is approximately 35 feet from the intersection of Fairbairn and Michigan Avenue; however, this is an existing non-conforming condition.
12. **No major repair or major refinishing shall be done on the premises.** There is a note on the site plan that addresses this item. This finding can be made.
13. **All lighting shall be shielded from adjacent residential districts.** There is a note on the site plan indicating that all existing exterior lighting will be shielded downward, and that no new lighting is proposed. This finding can be made.

REVIEW OF SPECIFIC STANDARDS FOR OUTDOOR SALES OF VEHICLES (§155.134)

14. **There shall be no strings of flags, pennants, inflatables, or bare light bulbs permitted.** There is a note on the site plan that addresses this requirement. This finding can be made.
15. **A landscaped greenbelt measuring a minimum of ten feet in width shall be provided. No vehicles or merchandise shall be displayed within the required greenbelt.** Due to an existing non-conformity, the site was previously approved with a 3.5 foot wide greenbelt along Michigan Avenue with brick pillars and decorative fencing. The greenbelt as modified was never installed and must be complied with at this time. There is a second 10 foot wide greenbelt proposed along Fairbairn.
16. **Provisions of §155.073(D) and §155.074 shall be met.** The site plan's conformance with the two aforementioned provisions is detailed in the accompanying site plan review letter.
17. **There shall be no broadcast of continuous music or announcements over any loudspeaker or public address system.** There is a note on the site plan that addresses this requirement. This finding can be made.

RECOMMENDATION

The Special Land Use findings can be made and City Staff recommends approval of the Special Land Use and accompanying site plan for the used car lot.

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

Thank you,


Adrianna Jordan, AICP
City Planner

**CITY OF INKSTER**

26215 Trowbridge St.
Inkster, MI 48141
www.cityofinkster.com
313.563.4232

April 25, 2018

Subject: SP17-24 – Used Car Lot

Location: 26266 Michigan Avenue

Zoning: B-3, General Business District

Applicant(s): Nabil Ismail (Owner for Maryan Enterprises)

The City of Inkster Planning Department has reviewed the above-referenced Special Land Use (SLU) and Site Plan application, and offers the following comments and findings for your consideration.

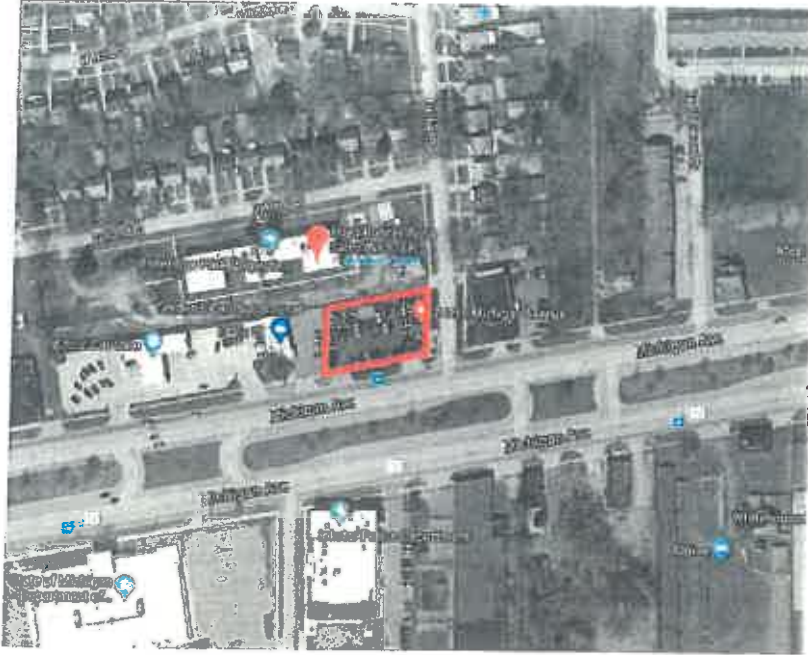
SITE DESCRIPTION

The site is located on the northwest corner of Michigan Avenue and Fairbairn Street intersection and has a total area of 0.38 acres (16,495 square feet). The site is an existing used automobile sales business with outdoor sales space for vehicles. The site is in the B-3, General Business District, which permits outdoor sales of automobiles as a use subject to special conditions. No expansion of the use is proposed under this application. The City of Inkster Planning Department has reviewed the above-referenced site plan and offers the following comments and findings for your consideration. This review is based on the site plan dated April 19, 2018.

The following chart provides information on zoning, current, and future land uses.

	Existing Land Use	Current Zoning	Future Land Use Designation
Subject Site	Used Car Lot	B-3, General Business District	Regional Commercial
North	Apartments	RM-1, Multiple-Family Residential District	Regional Commercial
South	Inkster Police Station and Court	B-3, General Business District / M-1, Light Industrial District	Regional Commercial
East	Tires Unlimited	B-3, General Business District	Regional Commercial
West	Corden's Candy	B-3, General Business District	Regional Commercial

EXHIBIT A: AERIAL VIEW OF SITE



COMMENTS

1. **Zoning and Use (§155.047(D)(2)).** The B-3 district has no minimum front yard, rear yard, and interior side yard setbacks, 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 site plan complies with lot coverage standards.
2. **Architectural Features (§155.072).** The existing building materials are not labeled but appear to be constructed of block with a sloped metal roof. Per §155.072(G), at least 30% of the ground floor street façade must have windows to allow pedestrians to view interior activities, and the existing structure appears to comply.
3. **Landscaping (§155.073).** Per §155.134(B) a greenbelt at least 10 feet in width is required. In 2010, the applicant was granted special conditions approval which modified the requirement to allow for a 3.5 foot wide greenbelt and a decorative fence with brick pillars along the site's Michigan Avenue frontage. The following items related to §155.073 and §155.134(B) are addressed on the site plan:
 - a. **Michigan Greenbelt.** The 3.5 foot wide greenbelt with decorative fencing along Michigan Avenue must be installed, and the existing bumper blocks removed or painted black. The submitted site plan shows the existing bumper blocks along Michigan Avenue being removed, but a note about painting the bumpers black has been left on the site plan in error and must be deleted.

- b. **Decorative Fence.** Brick columns with decorative fencing are proposed with ornamental grasses on the street side of Michigan Avenue.
 - c. **Planting Spacing.** Due to existing non-conformities, it may not be possible for proposed landscaping to comply with plant spacing requirements along the front and rear of the property as it relates to distance from fences and walls.
 - d. **Curbing.** The landscape areas are shown with concrete curbs to protect them from the surrounding pavement.
 - e. **Irrigation.** Per §155.073(F), the site plan states that water outlets will be provided within 100 feet of all plant material. The plan notes that landscaping will be irrigated using a soaker hose system laid down in the landscaped areas.
 - f. **Street Trees.** Per §155.073(G), street trees are required at a rate of one per 35 feet. For 164 feet along Michigan, four trees are required, and for 101 feet along Fairbairn three trees are required; however, the narrow greenbelt along Michigan Avenue cannot accommodate trees. Therefore, a new landscape island is proposed on the southwest corner of the site with two trees, with hedges and the ornamental fencing between the curb cuts, and the second island on the southeast corner must also include two trees. The greenbelt west of Fairbairn includes three trees and shrubs.
 - g. **Performance Bond.** Whenever a site plan requires any type of landscaping, the applicant may be required to post a Performance Bond prior to the issuance of a Certificate of Occupancy to ensure the completion of landscaping (including irrigation) if the landscaping is not 100% complete when any certificate of occupancy is requested.
 - h. **Deadline for installation.** Installation of required screening and landscaping shall be completed prior to or at the time of completion of building construction, except when building construction is completed during the off-season when plants cannot be installed.
4. **Walls (§155.074).** Due to the northern lot line abutting a residential district (RM-1), the site plan must include a six foot high wall along this lot line. The site has an existing eight foot high fence along this lot line that does not serve the intended purpose of screening dwellings from a high intensity use. As such, a new six foot high masonry wall is proposed to meet this requirement, and details are included on the site plan. The wall is required to be durable, weather-resistant, rustproof, easily maintained, and painted an earth-tone color similar to the main structure which is painted an off-white or cream color.
5. **Waste Receptacle (Dumpster) or Storage Screening (§155.075).** Due to the small amount of waste generated on-site, City Staff supports the applicant's request for a Planning Commission waiver from the dumpster and trash enclosure requirements, and the use of curb-side trash pick-up instead.
6. **Exterior Lighting (§155.076).** The site plan notes that all existing fixtures will be shielded down and no new exterior lighting is proposed.
7. **Off-street Parking (§155.077).** Parking requirements for motor vehicle sales and service establishments are one space for each 250 square feet of gross floor area of sales room, plus one space per 500 square feet of gross outdoor sales space. By City Staff calculations gross floor area of the sales room is 170 square feet, requiring one parking space. The applicant has

indicated that outdoor sales space totals 5,000 square feet, requiring 10 parking spaces for customers. Therefore, a total of 11 parking spaces must be used for customer and/or employee parking, and cannot be used for the display of for-sale vehicles. In addition to those 11 spaces for customers and employees, the applicant is proposing 22 spaces for the display of vehicles that are for sale. There are 33 spaces total.

As previously noted, the bumper blocks for the spaces along the Michigan Avenue frontage must be removed, and a decorative fence, brick pillars, and a greenbelt must be added. The five spaces south of the building must also be painted black to match the ornamental fence, as noted on the site plan.

The applicant is proposing the closure of the driveway on Fairbairn to improve site circulation.

8. **Accessible Parking for Physically Disabled Persons (\$155.078).** The site includes two spaces reserved for persons with disabilities, which must be properly signed and striped. These spaces must be kept available for use by persons with disabilities. Current aerial imagery shows that cars are parked in the accessible parking spaces and even over the space in the front of the building reserved for pedestrians. Please see image below:



9. **Off-Street Loading and Unloading (\$155.079).** Given that the total area of the office is less than 2,000 square feet, an off-street loading space is not required.
10. **Comments from Other Departments.** All applicable City departments and consultants should review the site plan and identify any remaining issues.

RECOMMENDATION

The proposed site plan meets the requirements of the Zoning Ordinance and City Staff recommends approval. If you have any questions, please don't hesitate to contact me.

Thank you,


Adrianna Jordan, AICP
City Planner



Alfred Benesch & Company
615 Griswold, Suite 60C
Detroit, MI 48226
www.benesch.com
P 313-963-0612
F 313-963-2156

January 3, 2018

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

Attn: Jerome Bivins, Department of Public Services Director

Regarding: 17-23 (SP)/17-24 (SCU)
26266 Michigan Avenue – Used Car Sales Site Improvements
Site Plan 1st Review

Dear Mr. Bivins:

Alfred Benesch & Company (Benesch) has completed a review of the plans with the latest revision date of November 7, 2017 for the above referenced project. A Design Review Team meeting was held with the applicant at the City of Inkster City Hall on January 3, 2018. Comments from the meeting for the submitted plans are summarized below:

- The plan shall indicate that the parking lot shall be restriped as shown on the site plan.

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: Bud Avery, City of Inkster Department of Public Services
Adrianna Jordan, AICP, City of Inkster Planner
Eric Tucker, P.E., Project Manager
File: 00040010.00 Task 1

Adrianna Jordan

From: William Ratliff
Sent: Thursday, January 04, 2018 11:35 AM
To: Adrianna Jordan
Subject: RE: DRT meeting invitation for 26266 Michigan - Existing Used Car Lot

Adrianna:

It appears that all of the police department concerns were addressed previously, with the exception of video camera system. As in all other businesses we are requesting HD Camera system with recording and retention capabilities of up to 30 days. We are also requesting that cameras be placed both interior and exterior at all entrances. Other than this I see no issue.

Commander Bill Ratliff

From: Adrianna Jordan
Sent: Wednesday, January 3, 2018 9:28 AM
To: William Ratliff
Subject: FW: DRT meeting invitation for 26266 Michigan - Existing Used Car Lot

From: Adrianna Jordan
Sent: Wednesday, December 27, 2017 3:41 PM
To: 'Loya-Smalley, Carrie'; Bud Avery; William Riley; Robert Roths; Jason Kaye
Cc: Jerome Bivins; Sharde Fleming; Kimberly Nevils; Gina Triplett; Dawn Wall; Terrence Worthen; McKenna Associates
Subject: DRT meeting invitation for 26266 Michigan - Existing Used Car Lot

Good afternoon,

Attached, please find an invitation to the DRT meeting for 26266 Michigan Avenue. This meeting concerns the "re-occupancy" of an existing used car lot. The applicant previously received site plan and SLU approval in 2016 but it expired. The previous site plan included an addition to the sales building. The new site plan being submitted now does not include any addition or expansion of the land use. Please let me know if you have any questions.

Carrie – for your convenience I've attached your previous review letter.

Thank you,
Adrianna Jordan, AICP
City Planner

ajordan@cityofinkster.com
(313) 429-2366

Please note that I am not in the office on Fridays. Thank you.



CITY OF INKSTER

FIRE DEPARTMENT

Chuck Hubbard
Fire Chief

To: Adrianna Jordan

From: Jason Kaye, Fire Inspector

Date: 01-03-2018

Subject: 26266 Michigan Ave. Re-Occupancy Comments

Inkster Fire Department
27717 Michigan Ave
Inkster, MI 48141
313-563-9874

Investigations
313-563-9875

FAX
313-563-6660

EMERGENCY
911

After review of the above mentioned site plan and the recent **DRT** meeting on 01-03-2018 it was determined the following requirements to be applicable:

The Fire Department requires: Fire Department access road shall have an unobstructed width of not less than 20ft (6.1m) **NFPA 1- 18.2.3.4.1.1 IFC 503.2.1**

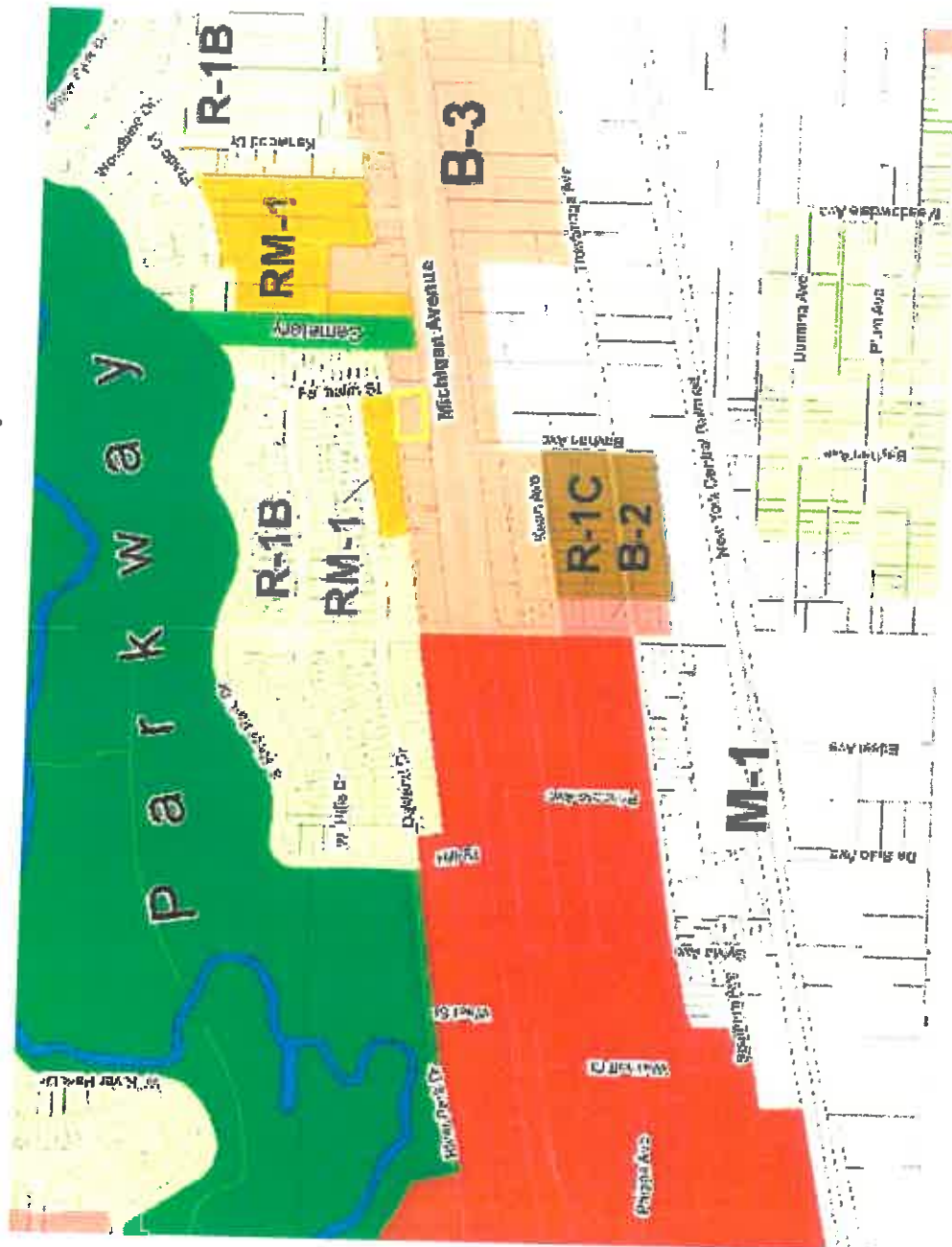
The required width for Fire Department access shall not be obstructed in any manner, including by the parking of vehicles. **NFPA 1- 18.2.4.1.1**

The requirements listed above are not intended to be all inclusive, additional requirements may be determined as applicable on actual occupancy or use. Final approval subject to final inspection.

Aerial Map



Zoning Map

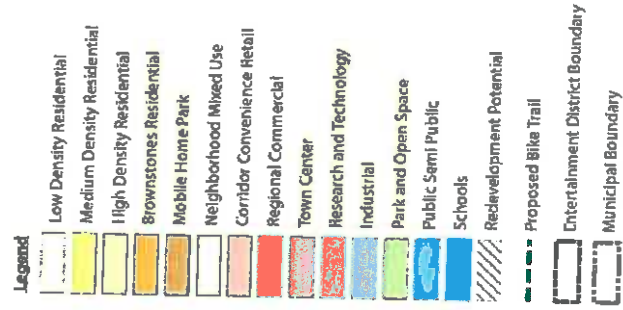


Future Land Use Map



Map 4 Future Land Use City of Inkster, Michigan

February 16, 2017



EXISTING BUILDING

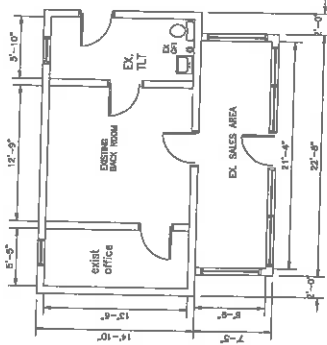
563 SQ. FT.

M
IIB

USE GROUP
CONSTRUCTION TYPE

OCCUPANT LOAD
SALES 24/20 = 1
EXIST. TL
TOTAL 5 PEOPLE

ONE EXISTING
BATHROOM

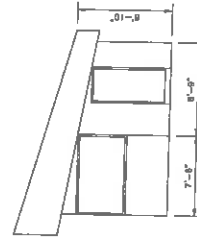
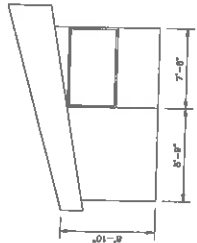
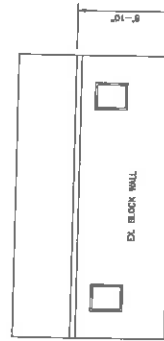


CODE COMPLIANCE
ALL WORK MUST CONFORM TO
2015 MICHIGAN BUILDING CODE
2015 INTERNATIONAL FIRE CODE
2015 MICHIGAN MECHANICAL CODE
2015 MICHIGAN PLUMBING CODE
2014 NATIONAL ELECTRICAL CODE
WITH PART 8 RULES
IFC / ANSI 117.1-2015 (ACCESSIBILITY)
ASHRAE 90.1 - 2007



ZIAD EL-BABA
ENGINEERING

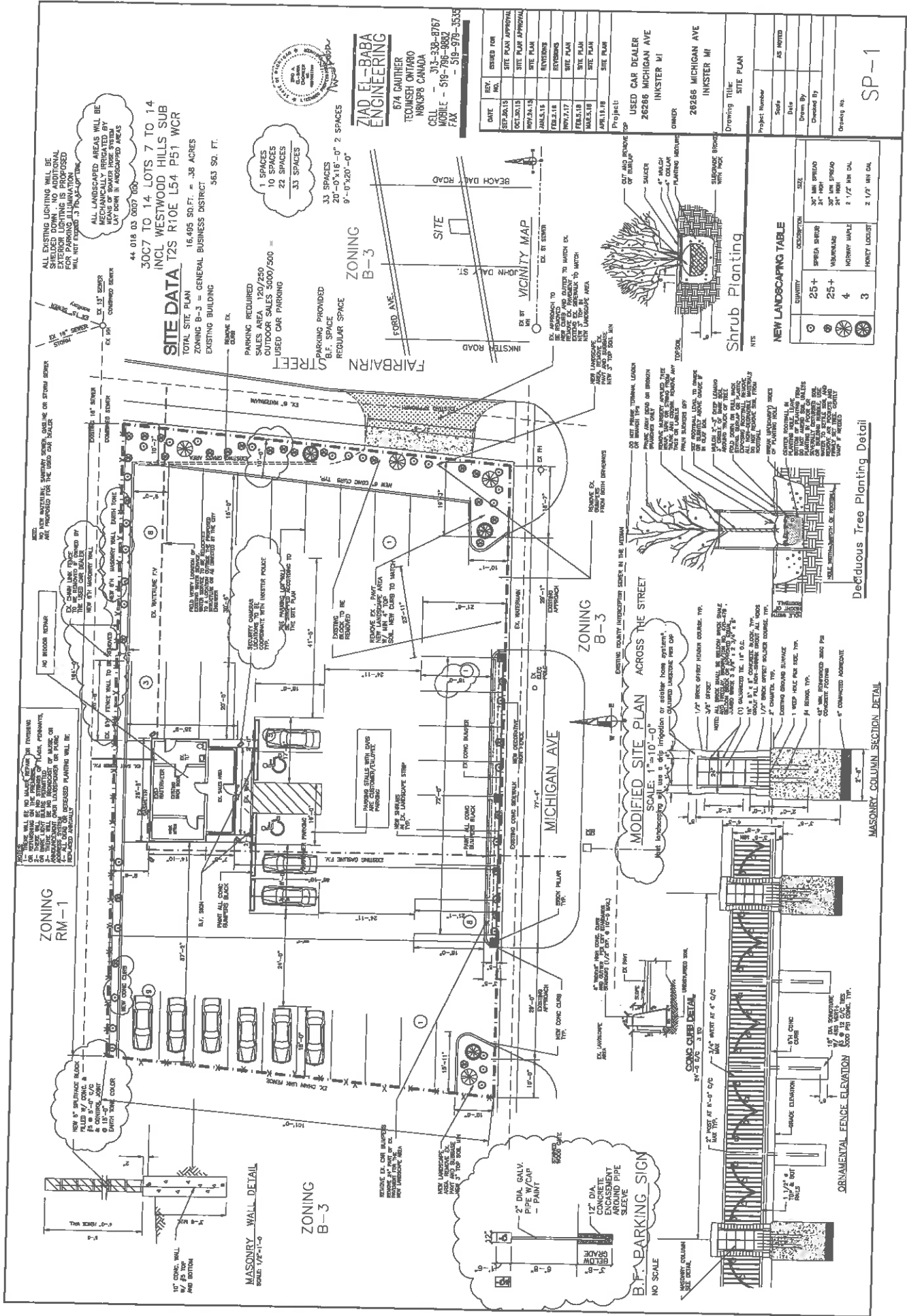
674 GUTHRIE
TECHNISEN ONTARIO
M9H3P8 CANADA
CELL
PHONE - 315-938-8767
FAX - 519-796-9882
FAX - 519-979-3339



DATE	REV. NO.	ISSUED FOR
SEP.20.15		ISSUED FOR
OCT.20.15		SITE PLAN
NOV.24.15		SITE PLAN
JAN.15.16		PERMIT
FEB.15.16		REVISIONS
NOV.16.17		SITE PLAN
MAY.15.18		SITE PLAN
APR.15.18		SITE PLAN

Project:	USED CAR DEALER
	26286 MICHIGAN AVE
	INKSTER MI
OWNER:	26286 MICHIGAN AVE
	INKSTER MI

Drawing Title: FLOOR PLAN AND ELEVATIONS	
Project Number	AS NOTED
Scale	AS NOTED
Drawn By	
Checked By	
Drawing No.	A-1



**CITY OF INKSTER
PLANNING COMMISSION
MINUTES**

A regular meeting was held on **Monday, May 14, 2018**, in the Inkster City Council Chambers, located at 26215 Trowbridge, Inkster, Michigan.

A quorum was reached. Chairman Chisolm called the meeting to order at 6:32 p.m.

I. ROLL CALL

Present: Chairman Chisholm, Commissioners Davis (6:52), Faison, Garrett, Nolen
Williams and Willis.

Absent: Vice Chairman Ratliff, Secretary Cain

Others in attendance: Adrianna Jordan, City Planner
Harvey Weiss
Nabil Ismail

Public in attendance: Noel Carter.

II. ADOPTION OF AGENDA

MOVED by Garrett, Seconded by Williams to Adopt the Agenda. **MOTION CARRIED unanimously.**

III. ADOPTION OF MINUTES OF MARCH 12, 2018

MOVED by Williams, Seconded by Faison to Adopt the Minutes. **MOTION CARRIED unanimously.**

IV. PUBLIC HEARING

A. Case # 17-23 (SLU) and # 17-24 (SP) – Used Car Lot

Public Hearing to review and consider a special land use and site plan for a used car lot in the B-3, General Business District at 26266 Michigan Avenue. Nabil Ismail is the applicant. The subject property is located on the north side of Michigan, between John Daly and Fairbairn.

MOVED by Williams, Seconded Garrett by to open the public hearing for Case #17-23(SLU) and #17-24 (SP). **MOTION CARRIED unanimously.**

Adrianna Jordan gave an overview of the case and read from the letters sent to applicant dated April 25, 2018 She recommends approval of the Special Land Use and Site Plan application provided the applicant adheres to the conditions noted.

Commissioners Concerns:

1. Commissioners asked the applicant, Nabil Ismail, if he understood the conditions listed in the letter and if he would adhere to them. Mr. Ismail replied that he did understand and would follow the recommendations of the Planner. Commissioners also asked if he had been the owner since 2010? Mr. Ismail replied he had only been the owner since 2015. A. Jordan stated that both the previous (2010 and 2015) site plan applications had expired.

Public Remarks:

NONE

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

MOVED by Nolen, Seconded by Williams to recommend approval of Case #17-23 (SLU) & #17-24 (SP) to City Council subject to the following recommended Special Land Use conditions:

1. **Engineering.** The lot shall be provided with a permanent, durable, and dustless surface approved by the City's Consulting Engineer, and shall be graded and drained so as to dispose of all surface water accumulated within the area.
2. **Landscaping.** Due to an existing non-conformity, the site was previously approved with a 3.5 foot wide greenbelt along Michigan Avenue with brick pillars and decorative fencing. The greenbelt as modified was never installed and must be complied with at this time.

And subject to the following Site Plan conditions:

1. **Bumper blocks.** Delete the note on the site plans regarding painting the bumper blocks black along Michigan Avenue. The bumper blocks are removed.
2. **ADA Parking.** ADA parking spaces must clearly marked and remain open and available for customers to use when the business is operating.
3. **Other Departments.** Applicant must comply with all other review comments from Engineering, Police, and Fire.

MOTION CARRIED unanimously.

V. OLD BUSINESS

1. **Case # 17-25 (SLU), # 17-26 (SLU), and # 17-27 – Medical Marijuana Multi-Use Cultivation and Processing Facility**
Review and reconsider the special land uses and associated site plan application to allow a medical marijuana multi-use cultivation and processing facility in the M-1, Light Industrial District. Ronald Shunia on behalf of HWRSJT Inkster, LLC d/b/a CannWell is the applicant. The subject property is located on the south side of Trowbridge Avenue, between Bayhan and Beech Daly, and consists of Tax ID numbers 44-020-010-006-007, 44-020-030-008-002, and 44-020-007-002.

Commissioners Concerns:

1. Commissioners asked if A. Jordan was pleased with the revisions the applicant had made to the site plans. A. Jordan replied that she was indeed satisfied.
2. Commissioner Faison asked A. Jordan if she had any perspective on the air scrubbers and filtration system that the applicant will install and how we will deal with a potential smell in the future. A. Jordan replied that she doesn't have the specialized knowledge to recommend one filtration system over another, but that the applicant is proposing an activated carbon filtration system. Commissioner Nolen replied that he believes the applicant understood that the City of Inkster does not expect to smell any fumes from the facility in the future.
3. Commissioner Garrett asked about whether the Zoning Ordinance stated a specific minimum resolution for the HD security system. A. Jordan replied that the ordinance specified a minimum resolution of 1080p.

MOVED by Nolen, Seconded by Williams to recommend approval of cases #17-25(SLU) & #17-26(SLU) to City Council subject to the following conditions

1. **Energy Use.** The applicant must provide the City with information on whether marijuana processing requires higher than average levels of water or energy use.
2. **Security Plan.** A security plan must be reviewed and approved by the Police Department.
3. **State License.** The applicant must provide documents and information related to the procurement of their State License.
4. **Operations.** A state license, local business license, and Certificate of Occupancy must be obtained prior to operations.

MOTION CARRIED unanimously.

MOVED by Nolan, Seconded by Garrett to recommend approval of case #17-27(SP) to City Council subject to the following conditions

1. **Paving Material.** Engineering must determine whether the bituminous paving meets the durability requirements of the zoning ordinance.
2. **Other Departments.** Applicant must comply with all other review comments from Engineering, Police, and Fire.

MOTION CARRIED unanimously.

VII. NEW BUSINESS

- A. **Case # 17-24 (SP) – Consideration of Trash Enclosure Waiver**
Planning Commission to review and consider approval of a waiver from the dumpster and trash enclosure requirements for a used car lot in the B-3, General Business District at 26266 Michigan Avenue. Nabil Ismail is the applicant. The subject property is located on the north side of Michigan, between John Daly and Fairbairn.

Commissioners Concerns:

1. Commissioners were concerned with how the applicant would dispose of trash if the commission were to grant the trash enclosure waiver. Mr. Ismail replied that they have been

just using a standard trash container provided by the city and placing it on the side street along with residential trash containers.

MOVED by Nolan, Seconded by Williams to recommend approval of Trash Enclosure Waiver for Case #17-24(SP)

MOTION CARRIED unanimously.

B. Case # 17-27 (SP) – Consideration of a Shared Parking Reduction

Planning Commission to review and consider approval of a shared parking arrangement to allow a reduction in the parking requirements for a medical marijuana multi-use cultivation and processing facility in the M-1, Light Industrial District. Ronald Shunia on behalf of HWRSJT Inkster, LLC d/b/a CannWell is the applicant. The subject property is located on the south side of Trowbridge Avenue, between Bayhan and Beech Daly, and consists of Tax ID numbers 44-020-010-006-007, 44-020-030-008-002, and 44-020-007-002.

Commissioners Concerns:

1. Commissioners wanted to know the parking requirements for the facility. A. Jordan stated, per the zoning ordinance, the requirements are 31 parking spaces. Per the zoning ordinance, a larger facility can share up to 50% with a smaller facility. However in this case, only three spaces were in question.

MOVED by Williams, Seconded by Nolen to recommend approval of Shared Parking Reduction for Case #17-27(SP).

MOTION CARRIED unanimously.

C. Case # 17-27 (SP) – Consideration of a Screening Wall Waiver

Planning Commission to review and consider approval of a screening wall waiver in a service area for a medical marijuana multi-use cultivation and processing facility in the M-1, Light Industrial District. Ronald Shunia on behalf of HWRSJT Inkster, LLC d/b/a CannWell is the applicant. The subject property is located on the south side of Trowbridge Avenue, between Bayhan and Beech Daly, and consists of Tax ID numbers 44-020-010-006-007, 44-020-030-008-002, and 44-020-007-002.

MOVED by Williams, Seconded by Nolen to recommend approval of Screening Wall Waiver for Case #17-27(SP).

MOTION CARRIED unanimously.

D. City of Westland Master Plan Update

Jordan gave a brief overview of the proposed changes of the Westland Master Plan Update. After the Planning Dept researched the plan, they found no substantial changes to any of the districts that are on the border with the City of Inkster.

E. City of Inkster RRC Program Update

Jordan read from the letter the City of Inkster received from the MEDC and was hoping to get commissioner feedback about the results. MEDC pointed out that the COI didn't collaborate between departments when reviewing site plans however, A. Jordan

informed them of the DRT team in which multiple departments collaborate. MEDC said they would correct the finding in their letter. The only RRC evaluation area where the City was completely deficit is in regards to a Capital Improvement Plan (CIP), and the City is currently reviewing proposals from firms for the preparation of that plan.

VIII. MISCELLANEOUS

NONE

VIII. ADJOURNMENT – 7:19 pm

MOVED by Williams, Seconded by Davis to adjourn the Planning Commission meeting held on May 14, 2018. **MOTION CARRIED unanimously**

Respectfully submitted,

Steven Chisholm, Chairman

Lynnette O. Cain, Secretary

Adrianna Jordan, City Planner

REQUEST FOR COUNCIL ACTION

To: Byron H. Nolen, Mayor

Date: May 16, 2018

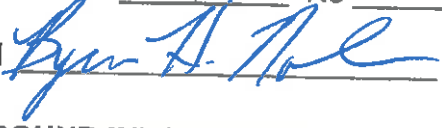
From: Adrianna Jordan
City Planner 

Date for Council Consideration: May 21, 2018

ACTION REQUESTED: Consider approval of a Special Land Use (SLU 17-25) for a proposed Medical Marijuana Processing Facility to be located in a multi-use development on Trowbridge Avenue in the M-1, Light Industrial District with the conditions noted per the recommendation of the Planning Commission. Harvey Weiss and Ronald Shunia (owner: HWRSJT Inkster) are the applicants.

Current Action ☒ Emergency ☐ Future ☐

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

Mayor's Approval 

BACKGROUND INFORMATION

On Monday, March 12, 2018, the Planning Commission reviewed and recommended for approval SLU 17-25 which is a proposed Medical Marijuana Processing Facility to be located in a multi-use development on Trowbridge Avenue in the M-1, Light Industrial District, subject to the conditions below. The associated Special Land Use for Medical Marijuana Cultivation (SLU 17-26) was recommended for approval by the Planning Commission, and associated Site Plan (SP 17-27) was approved with conditions. On Monday, March 19, 2018 the City Council voted to send SLU 17-25 back to the Planning Commission for reconsideration because the development, as proposed and designed, did not meet the Special Land Use findings of the Zoning Ordinance in regards to compatibility with the surrounding land uses and aesthetic impacts.

The proposed development was significantly revised and presented to the Planning Commission for reconsideration on Monday, May 14, 2018. The Planning Commission recommended SLU 17-25 for approval, and re-approved SP 17-27. As part of their site plan approval, the Planning Commission approved a waiver from the screening wall requirements for both the wall adjacent to the residential area and for the service area wall in favor of greenbelts, and they also approved a parking waiver to allow four parking spaces to be shared between the Cultivation and Processing facility. City Staff also recommended approval for SLU 17-25, SLU 17-26, and SP 17-27. Harvey Weiss and Ronald Shunia (owner: HWRSJT Inkster) are the applicants. Draft meeting minutes are attached.

The site is a vacant lot of 2.65 acres consisting of APNs 44-020-010-006-007, 44-020-030-008-002, and 44-020-030-007-002, and is located on the south side of Trowbridge Avenue between City Hall and a residentially zoned neighborhood. The applicant is proposing to construct a 17,000 square foot Medical Marijuana Multi-Use facility with 12,000 square feet for Cultivation and 5,100 square feet for Processing.

The Planning Commission's recommendation for approval of the Special Land Use was subject to the following conditions (review letters and site plans are attached):

1. **Energy Use.** The applicant must provide the City with information on whether marijuana processing requires higher than average levels of water or energy use.
2. **Security Plan.** A security plan must be reviewed and approved by the Police Department.
3. **State License.** The applicant must provide documents and information related to the procurement of their State License.
4. **Operations.** A state license, local business license, and Certificate of Occupancy must be obtained prior to operations.

SCOPE OF SERVICES

N/A

JUSTIFICATION

The City Planner's letter dated May 10, 2018 recommends that Planning Commission recommend approval of the Special Land Use due to vastly improved architectural compatibility with the surrounding land uses, resolution of previous concerns regarding odor, and improved landscaping. Planning Commission found that the visual impacts could be mitigated by requiring greenbelts between the development and City Hall and the residential neighborhood. Further, Planning Commission felt that the proposed hours of operation are reasonable.

Site maps and plans are attached for review. A full copy of the site plan is available for review in the Planning Department upon request.

PROJECT OR IMPROVEMENT TASKS

1. Develop a plan to diversify the tax base to ensure a sustainable budget for Inkster.

COSTS

All costs are incurred by the petitioner.

PROJECT TIME TABLE

If approved by City Council, Final Site Plan approval will be sought and then the applicant will begin the Conditions Compliance process to ultimately seek a Certificate of Occupancy form the Building Dept. in order to begin operation.

RESOLUTION

Resolved by _____

Seconded by _____

To approve a Special Land Use (SLU 17-25) for a Medical Marijuana Processing Facility located on Trowbridge Avenue in the M-1, Light Industrial District with the conditions noted per the recommendation of the Planning Commission.



CITY OF INKSTER

26215 Trowbridge St.
Inkster, MI 48141
www.cityofinkster.com
313.563.4232

May 10, 2018

Planning Commission
City of Inkster
26215 Trowbridge
Inkster, MI 48141

Subject: SLU17-25 – Medical Marijuana Co-Located Processing Facilities

Location: Trowbridge (address unassigned)

Zoning: M-1 Light Industrial

Applicant(s): Harvey Weiss and Ronald Shunia on behalf of HWRSJT Inkster

The City of Inkster Planning Department has reviewed the above-referenced Special Land Use (SLU) and Site Plan application for a co-located medical marijuana processing facility which is part of a 17,100 square foot building development with separate business suites that will have separate street addresses. The overall co-location development requires public hearings and special land use approvals from City Council for each of the two medical marijuana facility types, as well as site plan approval by the City Council. The revised site plan is dated May 9, 2018.

SITE DESCRIPTION

The subject property totals 2.65 acres and does not currently have an assigned street address; however, it is located on the south side of Trowbridge between Bayhan and Beech Daly and consists of APNs 44-020-010-006-007, 44-020-030-008-002, and 44-020-030-007-002. The site is zoned M-1 (Light Industrial District) and is currently vacant.

The proposed future development includes an approximate 12,000 square foot cultivation facility, and a 5,100 square foot processing facility. The processing and cultivation facilities each have separate entrances that lead into separate security vestibules, as well as separate exits.

The applicant anticipates that the processing facility will have seven employees, and there will be an additional employee working security. The proposed hours of operation are typically Monday through Friday from 7 am to 11 pm for regular employees, with 24 hour security, and limited as-needed additional weekend hours.

SPECIAL LAND USES IN M-1 DISTRICT

Medical marijuana processing facilities are a SLU in the M-1 district. We have reviewed the application for compliance with the Inkster Zoning Ordinance regulations, and sound planning and zoning principles, and offer the following comments for your consideration.

REVIEW OF SPECIAL LAND USE (§155.289)

The following standards are applicable to all SLU 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. Although located in an industrial area that the future land use plan also designates primarily as industrial, the site is adjacent to single-family land uses on its western property line which are zoned R-1C, One-Family Residential District and planned for "brownstones residential". To mitigate this, in lieu of the required six foot high obscuring wall along its western property line, the applicant is proposing a greenbelt of six foot to eight foot Arbor Vitae on the property line. This finding can be made.
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.** With the installation of the proposed greenbelts and revised architectural design, we believe that the proposed use could be visually and physically harmonious and appropriate in appearance with the existing and intended character of the general vicinity. 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 existing subject property is vacant. Development of this vacant lot will result in a physical, and economic improvement to the subject property, surrounding properties, and city as a whole. 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 exact impact on utilities is unknown for medical marijuana processing. Therefore, the applicant must provide the City with information on whether marijuana processing requires higher than average levels of water or energy use. To mitigate the burden on utilities, the applicant should consider on-site sustainable sources of water and electricity such as solar panels, wind turbines, and rain barrels to the extent possible given that recycled water cannot be used on the plants or plant products themselves. Further, the processing facility will likely require additional services in the form of police security and patrolling. A security plan must be reviewed and approved by the Police Department before this finding can be made.

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 the 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; however, it is adjacent to a single-family residential neighborhood, and is next door to City Hall. Generally speaking, marijuana plant odor will likely permeate from the site. To mitigate this, the applicant intends to install activated carbon filtration system. In addition, site security includes 24 hour surveillance, reinforced walls and ceilings, steel doors, panic buttons, and an access control alarm system. We defer to the Inkster Police Department on review and approval of the Security Plan. Finally, the applicant has indicated that the facility will be open 16 hours a day, up to seven days per week. Given the facility's close proximity to residential uses, having a business potentially operating on weekends from 7 am to 11 pm may become a nuisance, and impact resident's quality of life. In light of potential impacts from the hours of operation, this finding cannot be made.
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 would be located in a new purpose-built co-location development that also includes cultivation. While properties to the south include railroad tracks and a proposed medical marijuana cultivation facility, to the west lies potentially incompatible single-family residential uses. As a consequence, the proposed use may have an adverse impact on the existing uses in the vicinity; therefore, we recommend that the results of a public hearing be considered to assess impacts on the surrounding neighborhood.
7. **Will not impose additional service demands upon the City or its anticipated future resources.** The proposed processing facility will likely require additional police and public safety services. The burden on water and energy usage is unknown at this time and the City is requesting more information. As suggested earlier, to mitigate the burden on utilities, the applicant should consider on-site sustainable sources of water and electricity such as solar panels, wind turbines, and rain barrels. In addition, a security plan must be submitted, and input from the Police Department is required. One potential location advantage of the proposed development is that the City's Police Department is directly across Trowbridge to the north.
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.** This finding can be made, subject to the recommendation of the Chief of Police. While the proposed use is a commercial operation to process marijuana to provide for the medical needs of patients, the secondary effects of marijuana-based uses are well documented. Therefore, the Police Department prefers to see different marijuana operations clustered in the same general area to better provide for police patrols. The City recognizes that there is potential for criminal activity surrounding marijuana facilities, and feels this potential can be minimized if the operators put in place good security measures, and work closely with law enforcement to correct issues as they develop.

9. Will be consistent with the intent and purposes of this Zoning Code, and comply with all the specific standards as established for said use by the Ordinance. The site plan submitted complies with the Zoning Ordinance requirements.

REVIEW OF SPECIFIC STANDARDS FOR MEDICAL MARIJUANA FACILITY (§155.289)

- (A) The medical use of marijuana shall comply at all times and in all circumstances with the Michigan Medical Marijuana Act, Medical Marijuana Facilities Licensing Act, State of Michigan regulations for the transfer of medical marijuana, and the General Rules of the Michigan Department of Community Health, as they may be amended from time to time. The applicant will be required to supply information and documentation related to the procurement of a state license. If the State of Michigan determines that building or site modifications are required a new site plan and SLU application may need to be filed with the City of Inkster.
- (B) A state and local license is required for all medical marijuana facilities. The applicant will be required to supply information and documentation related to the procurement of a state license.
- (C) Smoking and/or use of medical marijuana shall be prohibited at medical marijuana facilities. There is a note on the site plan indicating willingness to comply. This finding can be made.
- (D) Security cameras shall be installed and maintained; and are subject to approval by the City Police Chief. All security cameras shall have a minimum resolution of 1080p, and 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. Site security includes 24 hour surveillance, and an access-controlled alarm system. We defer to the Inkster Police Department on review and approval of the Security Plan. Surveillance footage must be kept for a minimum of 14 days.
- (E) Exterior lighting shall be required for security purposes, but in accordance with the provisions of the Zoning Ordinance. Site lighting complies with the Ordinance requirements.
- (F) The premises shall be open for inspection upon request by the Building Official, the Fire Department, and law enforcement officials for compliance with all applicable laws and rules, during the stated hours of operation/use, and as such other times as anyone is present on the premises. There is a note on the site plan indicating willingness to comply. This finding can be made.
- (G) Quarterly inspections may be made by the City Official's designee to confirm the facility is operating in accordance with applicable laws including, but not limited to, State Law and City Ordinances. There is a note on the site plan indicating willingness to comply. This finding can be made.

- (H) Any medical marijuana facilities shall not have exterior signage using the word “marihuana” and/or “marijuana”, or any other word, phrase, or picture commonly understood to refer to marijuana. Neon signs and non-functional decorative lighting shall be prohibited. Sign(s) shall be posted stating that “no loitering is permitted” on such property. There is a note on the site plan indicating willingness to comply. This finding can be made.
- (I) If the medical marijuana facility ceases operation for a length of time six months or greater, the SLU shall expire. There is a note on the site plan indicating willingness to comply. This finding can be made.

REVIEW OF SPECIFIC STANDARDS FOR MEDICAL MARIJUANA PROCESSING FACILITIES (§155.150)

- (A) Processing facilities shall have a minimum 300 foot radius, measured as the shortest distance from building to building, to any structure in residentially zoned districts, and a minimum 500 foot radius, measured as the shortest distance from building to building to any library, church, child care center, licensed day care facility, preschool program center, primary, intermediate or secondary school, or like facility. As measured from front door to front door, the proposed medical marijuana processing facility is located more than 300 feet away from the single-family residences in the adjacent residentially zoned district.
- (B) All medical marijuana shall be contained indoors within the main building in an enclosed, locked facility. There is a note on the site plan indicating willingness to comply. This finding can be made.
- (C) All Permit Holders must ensure that any water emanating from the permitted facility meets or exceeds all applicable state and local environmental standards. There is a note on the site plan indicating willingness to comply. This finding can be made.
- (D) Application for a Medical Marijuana Processing Facilities License shall be made to the City Clerk upon application forms provided by the Clerk for Medical Marijuana Processing Facilities License and signed by the applicant verifying the truth and accuracy of all information and representations in the application. Applications including information and documentation provided pursuant to an application shall be subject to the confidentiality rules under the Act. In addition to information and submittals, the application shall include payment of application fee in an amount set by the City Council. A state license, local business license, and Certificate of Occupancy must be obtained prior to operations.

RECOMMENDATION

Planning Staff recommends approval of the Special Land Use if the following conditions are met:

1. **Energy and Water Usage.** The applicant must provide the City with information on expected water and energy use. On-site sustainable sources of water and electricity such as solar panels, wind turbines, and rain barrels should be incorporated.
2. **Security Plan.** A security plan must be reviewed and approved by the Police Department
3. **Hours of Operation.** The site is located in close proximity to occupied residential homes. Proposed regular hours of operation are 7 am to 11 pm. Planning Commission must decide if the hours of operation are appropriate.
4. **State License.** The applicant must provide documents and information related to the procurement of their State License.
5. **Operations.** A state license, local business license, and Certificate of Occupancy must be obtained prior to operations.

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

Thank you,



Adrianna Jordan, AICP
City Planner

**CITY OF INKSTER
PLANNING COMMISSION
MINUTES**

A regular meeting was held on **Monday, May 14, 2018**, in the Inkster City Council Chambers, located at 26215 Trowbridge, Inkster, Michigan.

A quorum was reached. Chairman Chisolm called the meeting to order at 6:32 p.m.

I. ROLL CALL

Present: Chairman Chisholm, Commissioners Davis (6:52), Faison, Garrett, Nolen
Williams and Willis.

Absent: Vice Chairman Ratliff, Secretary Cain

Others in attendance: Adrianna Jordan, City Planner
Harvey Weiss
Nabil Ismail

Public in attendance: Noel Carter.

II. ADOPTION OF AGENDA

MOVED by Garrett, Seconded by Williams to Adopt the Agenda. **MOTION CARRIED unanimously.**

III. ADOPTION OF MINUTES OF MARCH 12, 2018

MOVED by Williams, Seconded by Faison to Adopt the Minutes. **MOTION CARRIED unanimously.**

IV. PUBLIC HEARING

A. Case # 17-23 (SLU) and # 17-24 (SP) – Used Car Lot

Public Hearing to review and consider a special land use and site plan for a used car lot in the B-3, General Business District at 26266 Michigan Avenue. Nabil Ismail is the applicant. The subject property is located on the north side of Michigan, between John Daly and Fairbairn.

MOVED by Williams, Seconded Garrett by to open the public hearing for Case #17-23(SLU) and #17-24 (SP). **MOTION CARRIED unanimously.**

Adrianna Jordan gave an overview of the case and read from the letters sent to applicant dated April 25, 2018 She recommends approval of the Special Land Use and Site Plan application provided the applicant adheres to the conditions noted.

Commissioners Concerns:

1. Commissioners asked the applicant, Nabil Ismail, if he understood the conditions listed in the letter and if he would adhere to them. Mr. Ismail replied that he did understand and would follow the recommendations of the Planner. Commissioners also asked if he had been the owner since 2010? Mr. Ismail replied he had only been the owner since 2015. A. Jordan stated that both the previous (2010 and 2015) site plan applications had expired.

Public Remarks:

NONE

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

MOVED by Nolen, Seconded by Williams to recommend approval of Case #17-23 (SLU) & #17-24 (SP) to City Council subject to the following recommended Special Land Use conditions:

1. **Engineering.** The lot shall be provided with a permanent, durable, and dustless surface approved by the City's Consulting Engineer, and shall be graded and drained so as to dispose of all surface water accumulated within the area.
2. **Landscaping.** Due to an existing non-conformity, the site was previously approved with a 3.5 foot wide greenbelt along Michigan Avenue with brick pillars and decorative fencing. The greenbelt as modified was never installed and must be complied with at this time.

And subject to the following Site Plan conditions:

1. **Bumper blocks.** Delete the note on the site plans regarding painting the bumper blocks black along Michigan Avenue. The bumper blocks are removed.
2. **ADA Parking.** ADA parking spaces must clearly marked and remain open and available for customers to use when the business is operating.
3. **Other Departments.** Applicant must comply with all other review comments from Engineering, Police, and Fire.

MOTION CARRIED unanimously.

V. OLD BUSINESS

1. **Case # 17-25 (SLU), # 17-26 (SLU), and # 17-27 – Medical Marijuana Multi-Use Cultivation and Processing Facility**
Review and reconsider the special land uses and associated site plan application to allow a medical marijuana multi-use cultivation and processing facility in the M-1, Light Industrial District. Ronald Shunia on behalf of HWRSJT Inkster, LLC d/b/a CannWell is the applicant. The subject property is located on the south side of Trowbridge Avenue, between Bayhan and Beech Daly, and consists of Tax ID numbers 44-020-010-006-007, 44-020-030-008-002, and 44-020-007-002.

Commissioners Concerns:

1. Commissioners asked if A. Jordan was pleased with the revisions the applicant had made to the site plans. A. Jordan replied that she was indeed satisfied.
2. Commissioner Faison asked A. Jordan if she had any perspective on the air scrubbers and filtration system that the applicant will install and how we will deal with a potential smell in the future. A. Jordan replied that she doesn't have the specialized knowledge to recommend one filtration system over another, but that the applicant is proposing an activated carbon filtration system. Commissioner Nolen replied that he believes the applicant understood that the City of Inkster does not expect to smell any fumes from the facility in the future.
3. Commissioner Garrett asked about whether the Zoning Ordinance stated a specific minimum resolution for the HD security system. A. Jordan replied that the ordinance specified a minimum resolution of 1080p.

MOVED by Nolen, Seconded by Williams to recommend approval of cases #17-25(SLU) & #17-26(SLU) to City Council subject to the following conditions

1. **Energy Use.** The applicant must provide the City with information on whether marijuana processing requires higher than average levels of water or energy use.
2. **Security Plan.** A security plan must be reviewed and approved by the Police Department.
3. **State License.** The applicant must provide documents and information related to the procurement of their State License.
4. **Operations.** A state license, local business license, and Certificate of Occupancy must be obtained prior to operations.

MOTION CARRIED unanimously.

MOVED by Nolan, Seconded by Garrett to recommend approval of case #17-27(SP) to City Council subject to the following conditions

1. **Paving Material.** Engineering must determine whether the bituminous paving meets the durability requirements of the zoning ordinance.
2. **Other Departments.** Applicant must comply with all other review comments from Engineering, Police, and Fire.

MOTION CARRIED unanimously.

VII. NEW BUSINESS

- A. Case # 17-24 (SP) – Consideration of Trash Enclosure Waiver**
Planning Commission to review and consider approval of a waiver from the dumpster and trash enclosure requirements for a used car lot in the B-3, General Business District at 26266 Michigan Avenue. Nabil Ismail is the applicant. The subject property is located on the north side of Michigan, between John Daly and Fairbairn.

Commissioners Concerns:

1. Commissioners were concerned with how the applicant would dispose of trash if the commission were to grant the trash enclosure waiver. Mr. Ismail replied that they have been

just using a standard trash container provided by the city and placing it on the side street along with residential trash containers.

MOVED by Nolan, Seconded by Williams to recommend approval of Trash Enclosure Waiver for Case #17-24(SP)

MOTION CARRIED unanimously.

B. Case # 17-27 (SP) – Consideration of a Shared Parking Reduction

Planning Commission to review and consider approval of a shared parking arrangement to allow a reduction in the parking requirements for a medical marijuana multi-use cultivation and processing facility in the M-1, Light Industrial District. Ronald Shunia on behalf of HWRSJT Inkster, LLC d/b/a CannWell is the applicant. The subject property is located on the south side of Trowbridge Avenue, between Bayhan and Beech Daly, and consists of Tax ID numbers 44-020-010-006-007, 44-020-030-008-002, and 44-020-007-002.

Commissioners Concerns:

1. Commissioners wanted to know the parking requirements for the facility. A. Jordan stated, per the zoning ordinance, the requirements are 31 parking spaces. Per the zoning ordinance, a larger facility can share up to 50% with a smaller facility. However in this case, only three spaces were in question.

MOVED by Williams, Seconded by Nolen to recommend approval of Shared Parking Reduction for Case #17-27(SP).

MOTION CARRIED unanimously.

C. Case # 17-27 (SP) – Consideration of a Screening Wall Waiver

Planning Commission to review and consider approval of a screening wall waiver in a service area for a medical marijuana multi-use cultivation and processing facility in the M-1, Light Industrial District. Ronald Shunia on behalf of HWRSJT Inkster, LLC d/b/a CannWell is the applicant. The subject property is located on the south side of Trowbridge Avenue, between Bayhan and Beech Daly, and consists of Tax ID numbers 44-020-010-006-007, 44-020-030-008-002, and 44-020-007-002.

MOVED by Williams, Seconded by Nolen to recommend approval of Screening Wall Waiver for Case #17-27(SP).

MOTION CARRIED unanimously.

D. City of Westland Master Plan Update

Jordan gave a brief overview of the proposed changes of the Westland Master Plan Update. After the Planning Dept researched the plan, they found no substantial changes to any of the districts that are on the border with the City of Inkster.

E. City of Inkster RRC Program Update

Jordan read from the letter the City of Inkster received from the MEDC and was hoping to get commissioner feedback about the results. MEDC pointed out that the COI didn't collaborate between departments when reviewing site plans however, A. Jordan

informed them of the DRT team in which multiple departments collaborate. MEDC said they would correct the finding in their letter. The only RRC evaluation area where the City was completely deficit is in regards to a Capital Improvement Plan (CIP), and the City is currently reviewing proposals from firms for the preparation of that plan.

VIII. MISCELLANEOUS

NONE

VIII. ADJOURNMENT – 7:19 pm

MOVED by Williams, Seconded by Davis to adjourn the Planning Commission meeting held on May 14, 2018. **MOTION CARRIED unanimously**

Respectfully submitted,

Steven Chisholm, Chairman

Lynnette O. Cain, Secretary

Adrianna Jordan, City Planner

REQUEST FOR COUNCIL ACTION

To: Byron H. Nolen, Mayor

Date: May 16, 2018

From: Adrianna Jordan
City Planner

Date for Council Consideration: May 21, 2018

ACTION REQUESTED: Consider approval of a Special Land Use (SLU 17-26) for a proposed Medical Marijuana Cultivation Facility to be located in a multi-use development on Trowbridge Avenue in the M-1, Light Industrial District with the conditions noted per the recommendation of the Planning Commission. Harvey Weiss and Ronald Shunia (owner: HWRSJT Inkster) are the applicants.

Current Action ☒ Emergency ☐ Future ☐

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

Mayor's Approval

BACKGROUND INFORMATION

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The proposed development was significantly revised and presented to the Planning Commission for reconsideration on Monday, May 14, 2018. The Planning Commission recommended SLU 17-26 for approval, and re-approved SP 17-27. As part of their site plan approval, the Planning Commission approved a waiver from the screening wall requirements for both the wall adjacent to the residential area and for the service area wall in favor of greenbelts, and they also approved a parking waiver to allow four parking spaces to be shared between the Cultivation and Processing facility. City Staff also recommended approval for SLU 17-25, SLU 17-26, and SP 17-27. Harvey Weiss and Ronald Shunia (owner: HWRSJT Inkster) are the applicants. Draft meeting minutes are attached.

The site is a vacant lot of 2.65 acres consisting of APNs 44-020-010-006-007, 44-020-030-008-002, and 44-020-030-007-002, and is located on the south side of Trowbridge Avenue between City Hall and a residentially zoned neighborhood. The applicant is proposing to construct a 17,000 square foot Medical Marijuana Multi-Use facility with 12,000 square feet for Cultivation and 5,100 square feet for Processing.

The Planning Commission's recommendation for approval of the Special Land Use was subject to the following conditions (review letters and site plans are attached):

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SCOPE OF SERVICES

N/A

JUSTIFICATION

The City Planner's letter dated May 10, 2018 recommends that Planning Commission recommend approval of the Special Land Use due to vastly improved architectural compatibility with the surrounding land uses, resolution of previous concerns regarding odor, and improved landscaping. Planning Commission found that the visual impacts could be mitigated by requiring greenbelts between the development and City Hall and the residential neighborhood. Further, Planning Commission felt that the proposed hours of operation are reasonable.

Site maps and plans are attached for review. A full copy of the site plan is available for review in the Planning Department upon request.

PROJECT OR IMPROVEMENT TASKS

1. Develop a plan to diversify the tax base to ensure a sustainable budget for Inkster.

COSTS

All costs are incurred by the petitioner.

PROJECT TIME TABLE

If approved by City Council, Final Site Plan approval will be sought and then the applicant will seek a Certificate of Occupancy form the Building Dept. in order to begin operation.

RESOLUTION

Resolved by _____

Seconded by _____

To approve a Special Land Use (SLU 17-26) for a Medical Marijuana Cultivation Facility located on Trowbridge Avenue in the M-1, Light Industrial District with the conditions noted per the recommendation of the Planning Commission.



CITY OF INKSTER

26215 Trowbridge St.
Inkster, MI 48141
www.cityofinkster.com
313.563.4232

May 10, 2018

Planning Commission
City of Inkster
26215 Trowbridge
Inkster, MI 48141

Subject: SLU17-26 – Medical Marijuana Co-Located Cultivation Facility

Location: Trowbridge (address unassigned)

Zoning: M-1 Light Industrial

Applicant(s): Harvey Weiss and Ronald Shunia on behalf of HWRSJT Inkster

The City of Inkster Planning Department has reviewed the above-referenced Special Land Use (SLU) and Site Plan application for a co-located medical marijuana cultivation facility which is part of a 17,100 square foot building development with separate business suites that will have separate street addresses. The overall co-location development requires public hearings and special land use approvals from City Council for each of the two medical marijuana facility types, as well as site plan approval by the City Council. The revised site plan is dated May 9, 2018.

SITE DESCRIPTION

The subject property totals 2.65 acres and does not currently have an assigned street address; however, it is located on the south side of Trowbridge between Bayhan and Beech Daly and consists of APNs 44-020-010-006-007, 44-020-030-008-002, and 44-020-030-007-002. The site is zoned M-1 (Light Industrial District) and is currently vacant.

The proposed future development includes an approximate 12,000 square foot cultivation facility, and a 5,100 square foot processing facility. The processing and cultivation facilities each have separate entrances that lead into separate security vestibules, as well as separate exits.

The applicant anticipates that the cultivation facility will have 15 employees, and the proposed hours of operation are typically Monday through Friday from 7 am to 11 pm for regular employees, with 24 hour security, and limited as-needed additional weekend hours.

SPECIAL LAND USES IN M-1 DISTRICT

Medical marijuana cultivation facilities are a SLU in the M-1 district. We have reviewed the application for compliance with the Inkster Zoning Ordinance regulations, and sound planning and zoning principles, and offer the following comments for your consideration.

REVIEW OF SPECIAL LAND USE (§155.289)

The following standards are applicable to all SLU 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. Although located in an Industrial area that the future land use plan also designates primarily as industrial, the site is adjacent to single-family land uses on its western property line which are zoned R-1C, One-Family Residential District and planned for "brownstones residential". To mitigate this, in lieu of the required six foot high obscuring wall along its western property line, the applicant is proposing a greenbelt of six foot to eight foot Arbor Vitae on the property line. This finding can be made.
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.** With the installation of the proposed greenbelts and revised architectural design, we believe that the proposed use could be visually and physically harmonious and appropriate in appearance with the existing and intended character of the general vicinity. 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 existing subject property is vacant. Development of this vacant lot will result in a physical, and economic improvement to the subject property, surrounding properties, and city as a whole. 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 exact impact on utilities is unknown for medical marijuana processing. Therefore, the applicant must provide the City with information on whether marijuana processing requires higher than average levels of water or energy use. For instance, City Staff recently visited a 40,000 square foot cultivation facility in Colorado that had a monthly electricity bill of \$40,000 per month. To mitigate the burden on utilities, the applicant should consider on-site sustainable sources of water and electricity such as solar panels, wind turbines, and rain barrels to the extent possible given that recycled water cannot be used on the plants themselves. Further, the processing facility will likely require additional services in the form of police security and patrolling. A security plan must be reviewed and approved by the Police Department before this finding can be made.

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 the 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; however, it is adjacent to a single-family residential neighborhood, and is next door to City Hall. Generally speaking, marijuana plant odor will likely permeate from the site. To mitigate this, the applicant intends to install activated carbon filtration system. In addition, site security includes 24 hour surveillance, reinforced walls and ceilings, steel doors, panic buttons, and an access control alarm system. We defer to the Inkster Police Department on review and approval of the Security Plan. Finally, the applicant has indicated that the facility will be open 16 hours a day, up to seven days per week. Given the facility's close proximity to residential uses, having a business potentially operating on weekends from 7 am to 11 pm may become a nuisance, and impact resident's quality of life. In light of potential impacts from the hours of operation, this finding cannot be made.
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 would be located in a new purpose-built co-location development that also includes processing. While properties to the south include railroad tracks and a proposed medical marijuana cultivation facility, to the west lies potentially incompatible single-family residential uses. As a consequence, the proposed use may have an adverse impact on the existing uses in the vicinity; therefore, we recommend that the results of a public hearing be considered to assess impacts on the surrounding neighborhood.
7. **Will not impose additional service demands upon the City or its anticipated future resources.** The proposed cultivation facility will likely require additional police and public safety services. The burden on water and energy usage is unknown at this time and the City is requesting more information. As suggested earlier, to mitigate the burden on utilities, the applicant should consider on-site sustainable sources of water and electricity such as solar panels, wind turbines, and rain barrels. In addition, a security plan must be submitted, and input from the Police Department is required. One potential location advantage of the proposed development is that the City's Police Department is directly across Trowbridge to the north.
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.** This finding can be made, subject to the recommendation of the Chief of Police. While the proposed use is a commercial operation to cultivate marijuana to provide for the medical needs of patients, the secondary effects of marijuana-based uses are well documented. Therefore, the Police Department prefers to see different marijuana operations clustered in the same general area to better provide for police patrols. The City recognizes that there is potential for criminal activity surrounding marijuana facilities, and feels this potential can be minimized if the operators put in place good security measures, and work closely with law enforcement to correct issues as they develop.

9. Will be consistent with the intent and purposes of this Zoning Code, and comply with all the specific standards as established for said use by the Ordinance. The site plan submitted complies with the Zoning Ordinance requirements.

REVIEW OF SPECIFIC STANDARDS FOR MEDICAL MARIJUANA FACILITY (§155.289)

- (A) The medical use of marijuana shall comply at all times and in all circumstances with the Michigan Medical Marijuana Act, Medical Marijuana Facilities Licensing Act, State of Michigan regulations for the transfer of medical marijuana, and the General Rules of the Michigan Department of Community Health, as they may be amended from time to time. The applicant will be required to supply information and documentation related to the procurement of a state license. If the State of Michigan determines that building or site modifications are required a new site plan and SLU application may need to be filed with the City of Inkster.
- (B) A state and local license is required for all medical marijuana facilities. The applicant will be required to supply information and documentation related to the procurement of a state license.
- (C) Smoking and/or use of medical marijuana shall be prohibited at medical marijuana facilities. There is a note on the site plan indicating willingness to comply. This finding can be made.
- (D) Security cameras shall be installed and maintained; and are subject to approval by the City Police Chief. All security cameras shall have a minimum resolution of 1080p, and 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. Site security includes 24 hour surveillance, and an access-controlled alarm system. We defer to the Inkster Police Department on review and approval of the Security Plan. Surveillance footage must be kept for a minimum of 14 days.
- (E) Exterior lighting shall be required for security purposes, but in accordance with the provisions of the Zoning Ordinance. Site lighting complies with the Ordinance requirements.
- (F) The premises shall be open for inspection upon request by the Building Official, the Fire Department, and law enforcement officials for compliance with all applicable laws and rules, during the stated hours of operation/use, and as such other times as anyone is present on the premises. There is a note on the site plan indicating willingness to comply. This finding can be made.
- (G) Quarterly inspections may be made by the City Official's designee to confirm the facility is operating in accordance with applicable laws including, but not limited to, State Law and City Ordinances. There is a note on the site plan indicating willingness to comply. This finding can be made.

- (H) Any medical marijuana facilities shall not have exterior signage using the word “marihuana” and/or “marijuana”, or any other word, phrase, or picture commonly understood to refer to marijuana. Neon signs and non-functional decorative lighting shall be prohibited. Sign(s) shall be posted stating that “no loitering is permitted” on such property. There is a note on the site plan indicating willingness to comply. This finding can be made.
- (I) If the medical marijuana facility ceases operation for a length of time six months or greater, the SLU shall expire. There is a note on the site plan indicating willingness to comply. This finding can be made.

REVIEW OF SPECIFIC STANDARDS FOR MEDICAL MARIJUANA CULTIVATION FACILITIES (§155.153)

- (A) Cultivation facilities shall have a minimum 300 foot radius, measured as the shortest distance from building to building, to any structure in residentially zoned districts, and a minimum 500 foot radius, measured as the shortest distance from building to building to any library, church, child care center, licensed day care facility, preschool program center, primary, intermediate or secondary school, or like facility. As measured from front door to front door, the proposed medical marijuana processing facility is located more than 300 feet away from the single-family residences in the adjacent residentially zoned district.
- (B) All activity related to the medical marijuana facilities shall be done indoors. There is a note on the site plan indicating willingness to comply. This finding can be made.
- (C) All Permit Holders must ensure that any water emanating from the permitted facility meets or exceeds all applicable state and local environmental standards. There is a note on the site plan indicating willingness to comply. This finding can be made.
- (D) Application for a Medical Marijuana Cultivation Facilities License shall be made to the City Clerk upon application forms provided by the Clerk for Medical Marijuana Cultivation Facilities License and signed by the applicant verifying the truth and accuracy of all information and representations in the application. Applications including information and documentation provided pursuant to an application shall be subject to the confidentiality rules under the Act. In addition to information and submittals, the application shall include payment of application fee in an amount set by the City Council. A state license, local business license, and Certificate of Occupancy must be obtained prior to operations.

RECOMMENDATION

Planning Staff recommends approval of the Special Land Use if the following conditions are met:

1. **Energy and Water Usage.** The applicant must provide the City with information on expected water and energy use. On-site sustainable sources of water and electricity such as solar panels, wind turbines, and rain barrels should be incorporated.

2. **Security Plan.** A security plan must be reviewed and approved by the Police Department
3. **Hours of Operation.** The site is located in close proximity to occupied residential homes. Proposed regular hours of operation are 7 am to 11 pm. Planning Commission must decide if the hours of operation are appropriate.
4. **State License.** The applicant must provide documents and information related to the procurement of their State License.
5. **Operations.** A state license, local business license, and Certificate of Occupancy must be obtained prior to operations.

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

Thank you,

A handwritten signature in blue ink, appearing to read 'Adrianna Jordan', with a long horizontal flourish extending to the right.

Adrianna Jordan, AICP
City Planner



CITY OF INKSTER

26215 Trowbridge St.
Inkster, MI 48141
www.cityofinkster.com
313.563.4232

May 10, 2018

Planning Commission
City of Inkster
26215 Trowbridge
Inkster, MI 48141

Subject: SP17-27 Medical Marijuana Multi-Use Facility

Location: Trowbridge (address unassigned)

Zoning: M-1, Light Industrial District

Applicant(s): Harvey Weiss and Ronald Shunia on behalf of HWRSJT Inkster

The City of Inkster Planning Department has reviewed the above-referenced Site Plan application for a new medical marijuana multi-use facility on Trowbridge that includes APNs 44-020-010-006-007, 44-020-030-008-002, and 44-020-030-007-002. This development requires public hearings and special land use approvals from City Council for each individual medical marijuana facility type, as well as site plan approval by the City Council. Planning Staff offers the following comments and findings for your consideration. The revised site plan is dated May 9, 2018.

SITE DESCRIPTION

The subject property totals 2.65 acres and does not currently have an assigned street address; however, it is located on the south side of Trowbridge between Bayhan and Beech Daly and consists of APNs 44-020-010-006-007, 44-020-030-008-002, and 44-020-030-007-002. The site is zoned M-1 (Light Industrial District) and is currently vacant.

The proposed future development includes an approximate 12,000 square foot cultivation facility, and a 5,100 square foot processing facility. The processing and cultivation facilities each have separate entrances that lead into separate security vestibules, as well as separate exits.

The applicant anticipates that the cultivation facility will have 15 employees, the processing facility will have seven employees, and there will be an additional employee working security. The proposed hours of operation are typically Monday through Friday from 7 am to 11 pm for regular employees, with 24 hour security, and limited as-needed additional weekend hours.

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

	Existing Land Use	Current Zoning	Future Land Use Designation
Subject Site	Medical Marijuana Cultivation and Processing Multi-Use Facility	M-1, Light Industrial District	Industrial
North	City of Inkster Police Department and Court	M-1, Light Industrial District	Regional Commercial
South	Railroad Tracks	M-1, Light Industrial District	Industrial
East	City of Inkster City Hall	M-1, Light Industrial District	Public, Semi-Public
West	Single-Family Residential	R-1C, One-Family Residential District / M-1, Light Industrial District	Brownstones Residential

REVIEW COMMENTS

1. **Zoning and Use (§155.048(C)).** The proposed use is a medical marijuana multi-use facility consisting of a medical marijuana cultivation and processing center, both of which are permitted as Special Land Uses (SLUs) subject to compliance with the general conditions listed in §155.289 and specific conditions listed in §155.146, §155.150, and §155.153 of the Zoning Ordinance.

The M-1 district requires setbacks, lot size, lot coverage, and height as follows:

Setbacks	Required	Proposed
Front Setback	60 ft. min	Meets requirement
Rear Setback	N/A	N/A
Side Yard Setback (Both)	40 ft. min	Meets requirement
Side Yard Setback (One)	20 ft. min	Meets requirement
Lot Size	Dimensions must permit parking and landscaping	Meets requirement
Lot Coverage	Based on off-street parking, loading, greenbelt screening, and setbacks	Meets requirement
Height	40 ft. max	Meets requirement

EXHIBIT A: PARCEL MAP

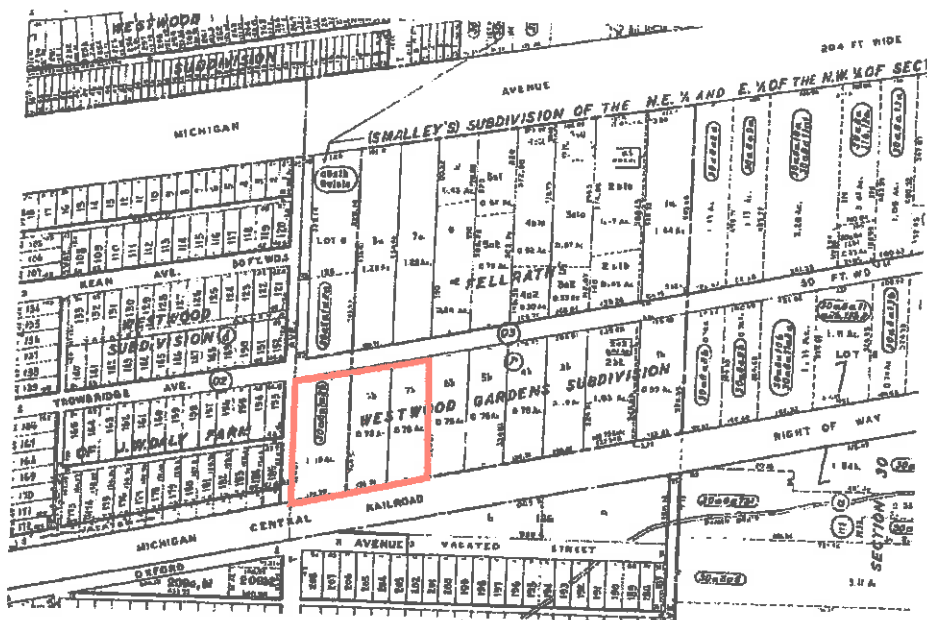


EXHIBIT B: AERIAL VIEW OF SITE



2. **Architectural Features (\$155,072).** The applicant has provided elevations and floor plans of the proposed building. For new construction, facades shall incorporate canopies, fascias, or other distinguishing entrance features to the maximum extent possible, and structures with walls greater than 1,500 square feet must incorporate building setbacks of at least three feet to separate the wall into facade planes not greater than 500 square feet. In addition, exterior

material colors must be low-reflectance and earth-tone. The proposed structure is a one-story, 24 foot tall building with the first 20 feet of the façade composed of “C8” brick masonry, and the upper four feet composed of metal siding. The building is accented by four bands of split-face CMU, and a metal coping. The least-visible southern façade substitutes the “C” brick masonry with painted CMU for the first 10 feet, and metal siding for the remaining 14 feet. The proposed north building facade incorporates glass doors and windows with one canopy over the front entrance approximately halfway up the height of the building, and three additional spandrel (fake) glass windows with canopies. The eastern façade also includes four spandrel glass windows, and the western façade includes one spandrel glass window, as well as building protrusions that hide the HVAC equipment. There is a note on the site plans that states that all exterior colors will be brown and beige earth-tones; however, no information is providing on the reflectivity of the proposed metal siding. Overall, the building design is substantially improved from the March site plans and meets the intent of the Ordinance requirements.

3. **Landscaping (§155.073).** Pursuant to §155.073, the following landscaping items must be addressed:
 - a. **Street Trees.** The proposed street tree requirements for Trowbridge Avenue are superseded by the more stringent requirements for parking lot perimeter landscaping given that the front parking lot is located within 100 feet of the street right-of-way. Please see “perimeter landscaping” comments in this review letter for landscaping requirements along Trowbridge Avenue.
 - b. **Irrigation.** All landscaped areas will be provided with an automatic sprinkler system.
 - c. **Deadline for installation.** Installation of required screening and landscaping shall be completed prior to or at the time of completion of building construction, except when building construction is completed during the off-season when plants cannot be installed.
4. **Walls (§155.074).** The Ordinance requires all loading and service areas in the M-1 district to be screened from abutting properties by a 6’-8’ high wall. In addition, the subject property must be screened from the adjacent R-1C, One-Family Residential District along the western property line by a 6’-8’ high wall. The loading and service areas are located in the rear of the building. Screening for the loading and service areas is provided by nine six foot to eight foot Arbor Vitae planted around the southeastern dumpster enclosure, which leaves the loading area entirely visible to the City Hall building. There are also some existing trees and shrubs backing up to the railroad tracks along the southern property line. City Staff supports a Planning Commission waiver of the service wall requirement along the eastern property line and the railroad tracks given the proposed greenbelt along the southeast corner. In addition, in lieu of the required six foot high obscuring wall along its western property line, the applicant is proposing a greenbelt of six to eight foot high Arbor Vitae.
5. **Waste Receptacle (Dumpster) or Storage Screening (§155.075).** The site plan proposes one 6’ x 24’ x 10’ dumpster enclosure on a six inch concrete pads on the southeastern edge of the subject property that will match the building finishes. The proposed enclosure details and materials comply with ordinance requirements.
6. **Exterior Lighting (§155.076).** There are a total of six downward-directed LED wall packs proposed for the subject property. Lighting complies with Ordinance requirements.

7. **Off-street Parking (\$155.077) and Circulation.** The site plan illustrates that all vehicular circulation areas will be paved with bituminous (chip seal) paving and curbed. Bituminous paving lasts an average of seven years compared with asphalt which lasts an average of 20 years. Planning will defer to Engineering to determine whether the bituminous paving meets the durability requirements of the zoning ordinance. In addition, all drive aisles meet ordinance requirements.

A seven foot wide sidewalk is proposed along the north and west sides of the building, and a five foot wide sidewalk is proposed along Trowbridge Avenue. One of the master plan's goals is to increase mobility in the City, and both City Hall and Quick Draw Tarps just east of City Hall are planning sidewalks along Trowbridge that would connect with the sidewalk requested for this proposed development. There is a need for this sidewalk as many city hall employees and residents are forced to walk in the street when they walk between City Hall and the residential neighborhood, the Police Department, Court, and the SMART bus stop on Michigan Avenue, and this creates public safety issues.

The medical marijuana cultivation facility most closely resembles a "wholesale" establishment in terms of off-street parking. As such, parking must be provided at a rate of five parking spaces plus one for every employee in the largest shift, or one space for every 2,000 square feet of gross floor area, whichever is greater. The medical marijuana processing facility most closely resembles industrial/research establishments in terms of off-street parking. As such, parking must be provided at a rate of five spaces plus one for every one and a half employees in the largest working shift or one per 1,000 square feet of gross floor area, or whichever is greater.

Facility Type	Required Parking (based on sf)	Required Parking (based on employ)	Provided Parking
Cultivation Facilities (wholesale)	6 spaces	20 spaces*	20 spaces
Processing Facilities (Industrial)	5 spaces	10 spaces*	7 spaces (short 3)
Security Staff	n/a	1 space	1 space
Total Site Parking	31 total parking spaces are required		28 spaces

*The larger of the two requirements must be used for calculations.

Based on the parking requirements for each separate land use the proposed parking facilities are short by three parking spaces. Per §155.077(A)(5)(a) "up to 50% of the parking spaces required for the predominant use on a site may be shared with other uses operating during the same time of day and days of the week. The predominant use is considered to be the use that requires the most parking of those sharing the parking facilities." Therefore, Planning Staff supports the applicant's "shared parking reduction" waiver request to share three of the cultivation parking spaces with the processing facility.

8. **Accessible Parking for Physically Disabled Persons (§155.078).** Two accessible spaces, including one van-accessible space are required for a total of 28 parking spaces, and two van-accessible spaces are provided.
9. **Off-street Loading and Unloading (§155.079).** One 10' x 70' loading space is required for buildings that are 20,000 square feet or less. One 12' x 75' loading space is provided in the rear of the proposed building, and it appears that a second 18' x 26' loading space is provided on the west side of the building for the processing facility. This second loading area will be screened from adjacent residential areas by the proposed Arbor Vitae greenbelt.
10. **Parking Lot Landscaping (§155.080).** Interior landscaping shall be provided within the boundaries of the parking lot, and shall comply with the following provisions:
 - a. Interior landscaping areas equivalent to 5% of the vehicle use area shall be required in all parking lots of twenty (20) spaces or more. One deciduous shade tree shall be required for each 150 square feet of required interior landscape area. The site plan states that total parking area is 28,313.63 square feet, and that nine deciduous shade trees are required. The site plan meets this requirement.
 - b. Terminal landscape islands shall be provided at the end of each row of parking spaces to separate parking from adjacent drive aisles. Terminal islands shall be curbed, and shall be at least 144 square feet in area and 18 feet long for each single row of parking spaces. Each landscape island shall have a minimum of one (1) shade tree. The applicant has met the intent of this requirement.

Perimeter landscaping shall be provided along the edge of any parking lot facing and located within 100 feet of a public right-of-way, and shall comply with the following provisions:

- c. Perimeter parking lot landscaping shall include a minimum of one (1) deciduous shade tree per each 25 linear feet or fraction thereof, and one ornamental tree per each 35 linear feet or fraction thereof. Parking perimeter area totals 120 linear feet. Therefore, a total of five deciduous shade trees, and three ornamental trees are required. The applicant has provided five shade trees and four ornamentals.
11. **Comments from Other Departments.** All applicable City departments and consultants should review the site plan and identify any remaining issues.

RECOMMENDATION

Planning Staff recommends approval of the site plan subject to the following conditions:

1. **Service Wall Waiver.** Planning Commission approves a waiver of the service wall requirement along the eastern property line and the railroad tracks
2. **Paving Material.** Engineering must determine whether the bituminous paving meets the durability requirements of the zoning ordinance.
3. **Shared Parking Waiver.** Planning Commission approves the applicant's "shared parking reduction" waiver request to share three of the cultivation parking spaces with the processing facility.

City of Inkster Planning Commission
PSP 2 SPR – Trowbridge MM
May 10, 2018
Page 7

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

Thank you,



Adrianna Jordan, AICP
City Planner



Alfred Benesch & Company
615 Griswold, Suite 60C
Detroit, MI 48226
www.benesch.com
P 313-963-0612
F 313-963-2156

January 5, 2018

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

Attn: Jerome Bivins, Department of Public Services Director

Regarding: 17-27 (SP)/ 17-25 & 17-26 (SLU)
Trowbridge (at Bayhan St) – CannWell Medical Marijuana Facility
Site Plan 1st Review

Dear Mr. Bivins:

Alfred Benesch & Company (Benesch) has completed a review of the plans dated November 1, 2017 for the above referenced project. A Design Review Team meeting was held with the applicant at the City of Inkster City Hall on January 4, 2018. Comments for the submitted plans are summarized below the meeting:

1. Show all existing utilities including: the 12-inch diameter water main located on the south side of the property in the railroad right-of-way; the 8-inch diameter water main located along the south side of Trowbridge Street.
2. Label the size and type of all utilities where possible. The City of Inkster has no record of a combined sewer located in Trowbridge Street. According to record plans the sewer on the north side of the street is a 12-inch diameter sanitary sewer and a 12- and 15-inch diameter storm sewer is located in the south side.

Plans showing the general location, type and size of water and sewer utilities can be obtained from the following FTP site:

FTP site address: <http://files.benesch.com>

User Name: DET1155 **Password:** Bf0917

Please note that the 0 shown in the password is the numeral zero.

Subdirectory: City of Inkster

File names: inkster exist sewer general plans.pdf, inkster water section maps.pdf

3. The proposed 6-inch diameter sewer lateral shall connect to the existing sanitary sewer on the north side of Trowbridge Street. The plan shows it connected to the existing storm sewer on the south side of the street.
4. Show the proposed water meter location.
5. Show the proposed location of the 3-inch water service shut off valve.
6. Indicate the proposed pipe material for water, sanitary and storm sewers.

7. The edge of the proposed driveway is less than 5 feet from the face of the existing fire hydrant. Maintain a minimum distance of 5-feet from the face of the fire hydrant to the edge of the driveway to minimize the potential of damage to the fire hydrant during site construction.
8. Provide approximate invert elevations at the connections to existing facilities and at the proposed buildings to demonstrate that there is an adequate elevation difference to accommodate gravity flow of storm and sanitary sewers.
9. Storm water facilities shall be designed to Wayne County standards. Detention basins for areas 5 acres or less shall be designed to control flooding events for the 10-year storm event and include a pretreatment system at each inlet to the detention basin. Wayne County monitors the storm water system in the City of Inkster. Therefore, a permit is required from Wayne County Construction Permits Office prior to the start of construction. Contact their office at 734-595-6504 to obtain information on the permit application, plan review and permitting process.
10. Please note that the Wayne County Construction Permits Office issues all soil erosion sediment control (SESC) permits on behalf of the City of Inkster and a SESC permit shall be obtained prior to the start of work.
11. The City of Inkster standard details shall be used for curbs, sidewalk ramps, catch basins, man holes, etc. Detail sheets are available on the FTP site listed in item 2 of this letter with the file name: city of inkster standard detail sheets.pdf
12. 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: Bud Avery, City of Inkster Department of Public Services
Adrianna Jordan, AICP, City of Inkster Planner
Eric Tucker, P.E., Project Manager
File: 00040010.00 Task 1

Adrianna Jordan

From: Jeffrey Twardzik
Sent: Monday, January 22, 2018 4:16 PM
To: Adrianna Jordan
Subject: RE: Trowbridge Medical Marijuana

Hello,

The only issue I had was that the location has the proper camera system that we can port into at a later time and that there is an alarm/security guard on-site.

Respectfully,

Lt. Twardzik

From: Adrianna Jordan
Sent: Monday, January 22, 2018 4:10 PM
To: William Riley; William Ratliff; Jeffrey Twardzik
Cc: Kathy Moore
Subject: RE: Trowbridge Medical Marijuana

Good afternoon,

It appears that we haven't received written comments yet on the multi-use medical marijuana facility proposed to locate next to City Hall on Trowbridge. The DRT meeting was held on Thursday, January 4th, 2018. Please e-mailed them over at your earliest convenience.

Thanks!

Adrianna Jordan, AICP
City Planner

ajordan@cityofinkster.com
(313) 429-2366

Please note that I am not in the office on Fridays. Thank you.

Adrianna Jordan

From: William Riley
Sent: Monday, January 22, 2018 4:58 PM
To: Adrianna Jordan
Subject: RE: Trowbridge Medical Marijuana

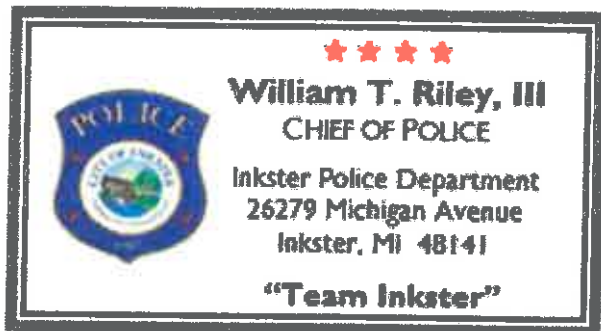
Adrianna,

I pardon me, I have been playing catch up since I returned to work.

In regards to the facility and future facilities, my biggest concern is to make sure of the following:

- Adequate cameras inside and out of the facility
- Security personnel on duty daily
- Police must have access to camera footage
- Adequate lighting around the building & parking lots
- If there are different operations (growing/processing/etc) going on I would like them to be in the same general area.
- Optional for fencing around the area
- As for security, I would ability to have off duty officers working

These are my concerns



(LES/FOUO) LAW ENFORCEMENT SENSITIVE - FOR OFFICIAL USE ONLY

WARNING:

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CITY OF INKSTER

FIRE DEPARTMENT

Chuck Hubbard
Fire Chief

To: Adrianna Jordan

From: Jason Kaye, Fire Inspector

Date: 01-05-2018

Subject: Trowbridge Medical Marijuana SLU17-25 SLU17-26 SP17-27

Inkster Fire Department
27717 Michigan Ave
Inkster, MI 48141
313-563-9874

Investigations
313-563-9875

FAX
313-563-6660

EMERGENCY
911

After review of the above mentioned site plan and recent **DRT** meeting on 01-04-2018 it was determined the following requirements to be applicable:

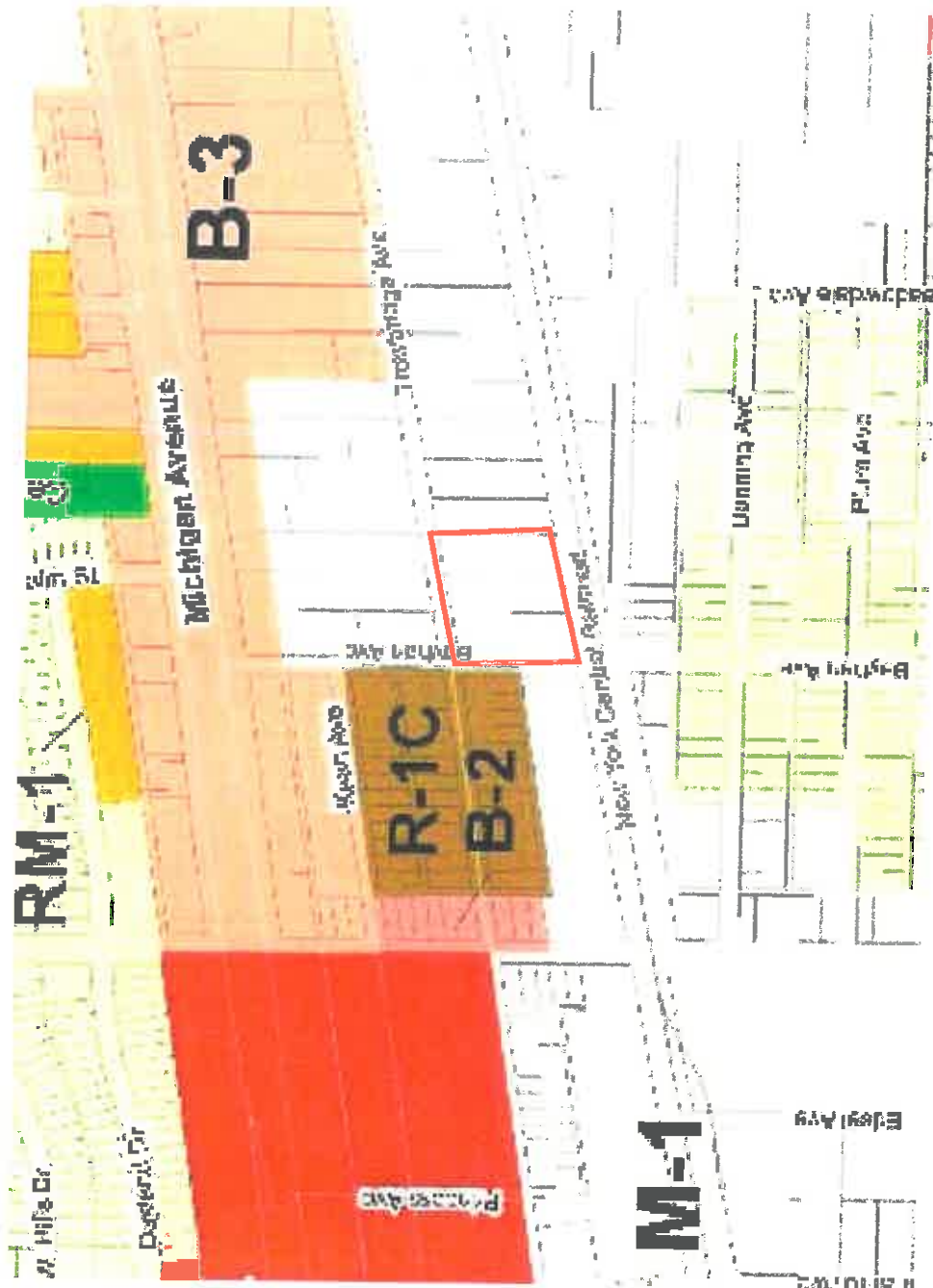
The Fire Department requires: no requirements at this time, however moving forward with this project the fire dept. will want to see details of the fire suppression system in accordance with **IFC 2012** and **NFPA 13**.

The requirements listed above are not intended to be all inclusive, additional requirements may be determined as applicable on actual occupancy or use. Final approval subject to final inspection.

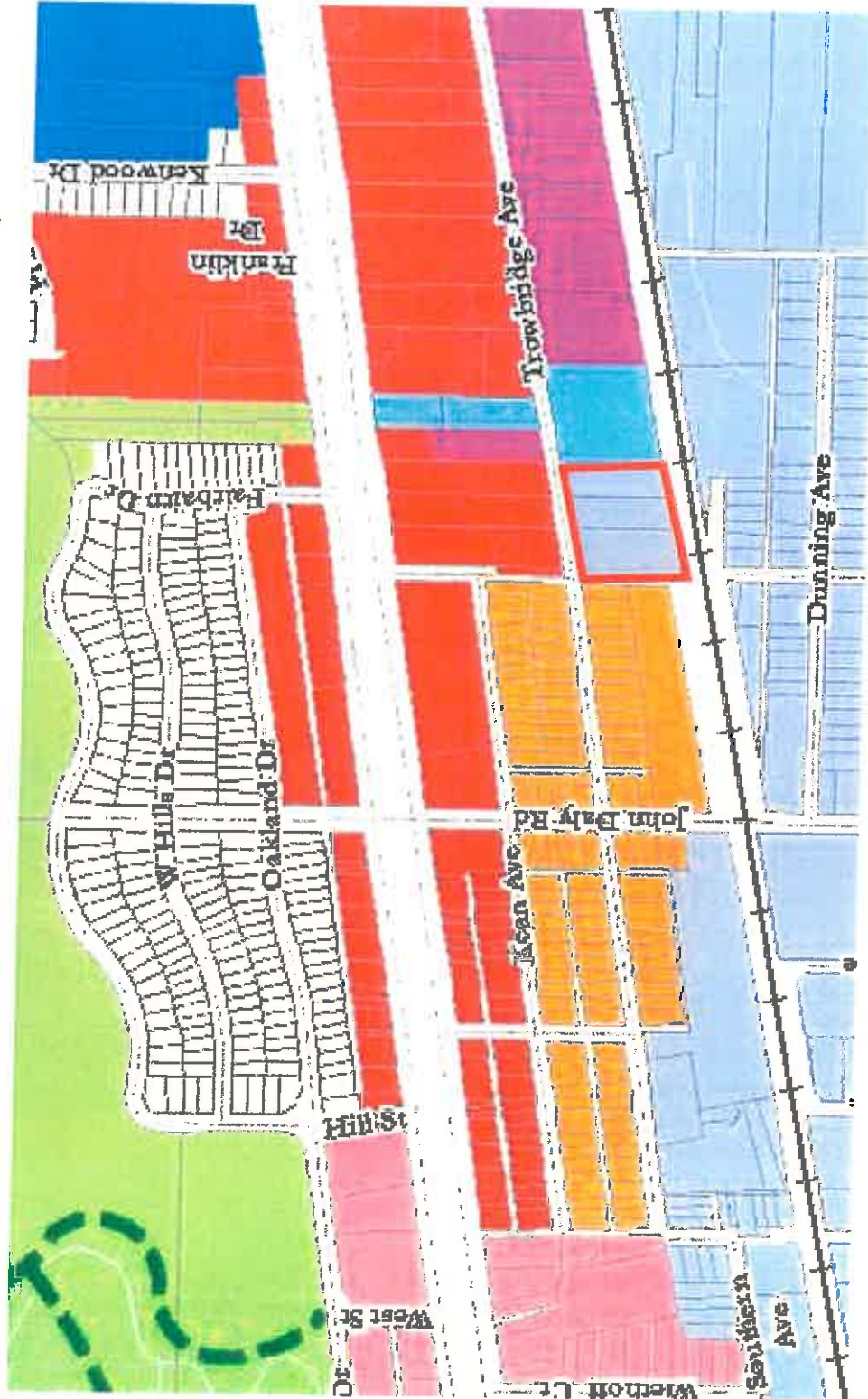
Aerial Map



Zoning Map



Future Land Use Map



Map 4
Future Land Use
 City of Inkster, Michigan
 February 16, 2017

- Legend**
- Low Density Residential
 - Medium Density Residential
 - High Density Residential
 - Brownstones Residential
 - Mobile Home Park
 - Neighborhood Mixed Use
 - Corridor Convenience Retail
 - Regional Commercial
 - Town Center
 - Research and Technology
 - Industrial
 - Park and Open Space
 - Public Semi Public
 - Schools
 - Redevelopment Potential
 - Proposed Bike Trail
 - Entertainment District Boundary
 - Municipal Boundary



LOCATION MAP

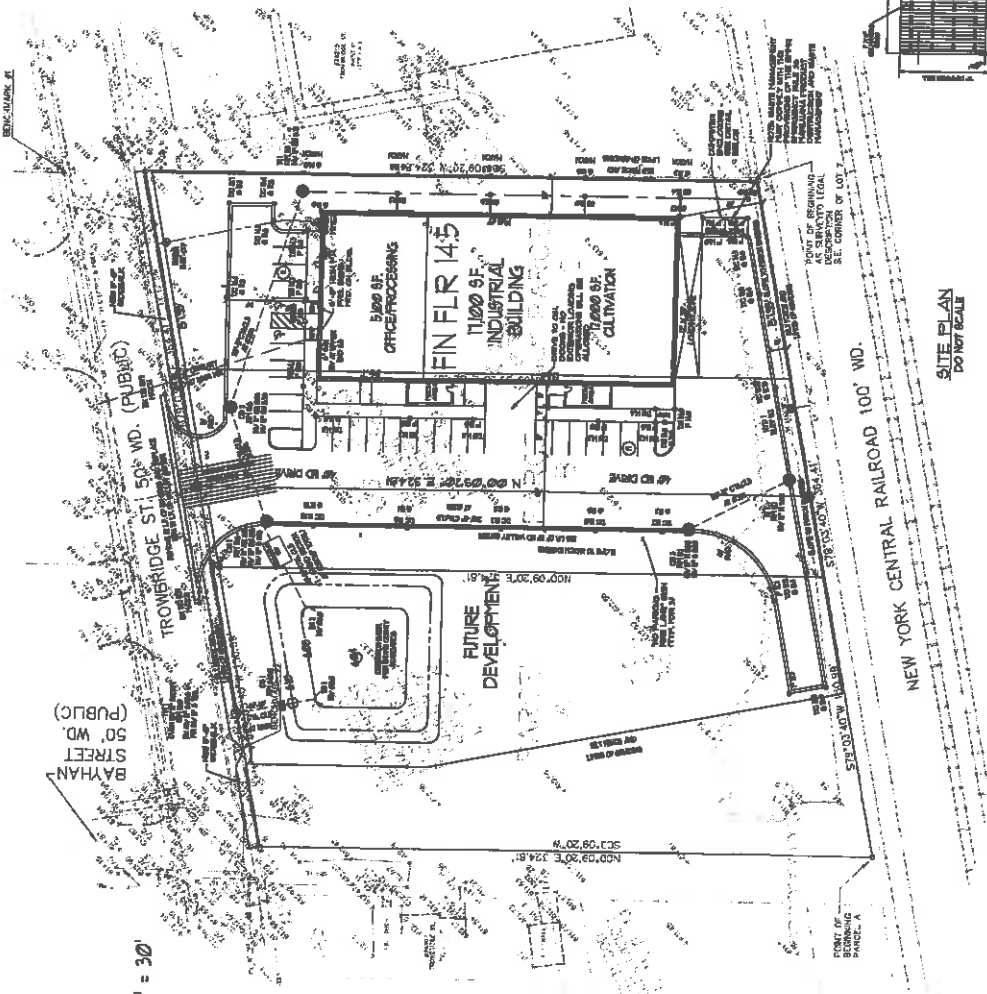
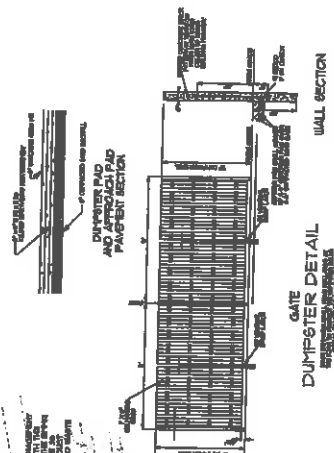
GENERAL NOTES:

[illegible]

BITE DATA:

[illegible]

PARKING REQUIREMENTS

[illegible]

SITE PLAN
DO NOT SCALE

[illegible]

**MICHAEL A.
BOBROW
ASSOCIATES**

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Suite 150
Bingham Farms, MI 48025
248.238.555
BOULGARIACONTEXT.COM/CA/STN

PROPOSED:
CANNWELL
Cannwell
Building

TROUBRIDGE STREET
INKSTER, MICHIGAN

Sheet Title:
ELEVATIONS

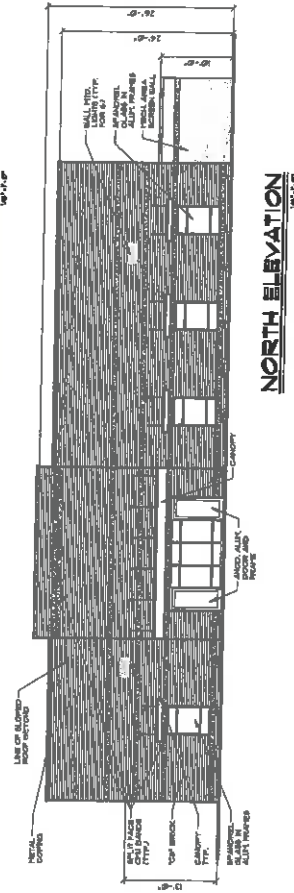
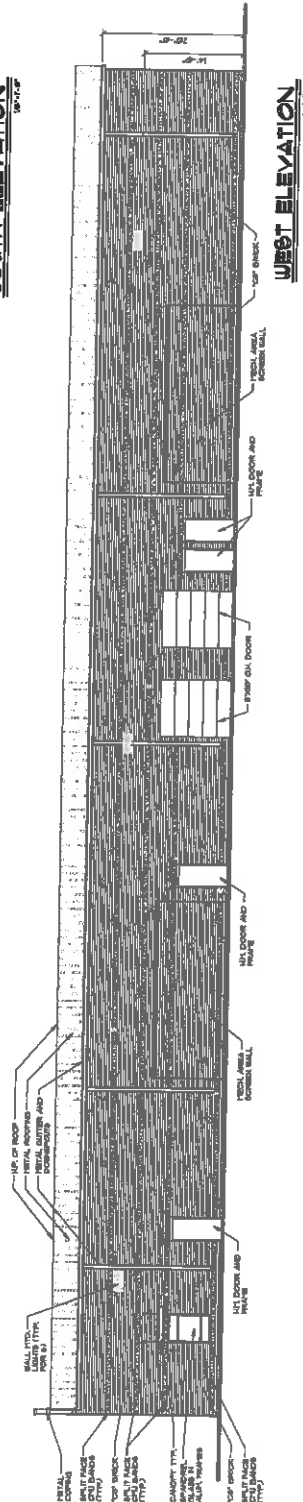
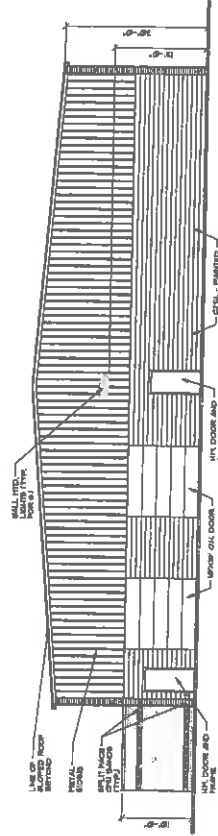
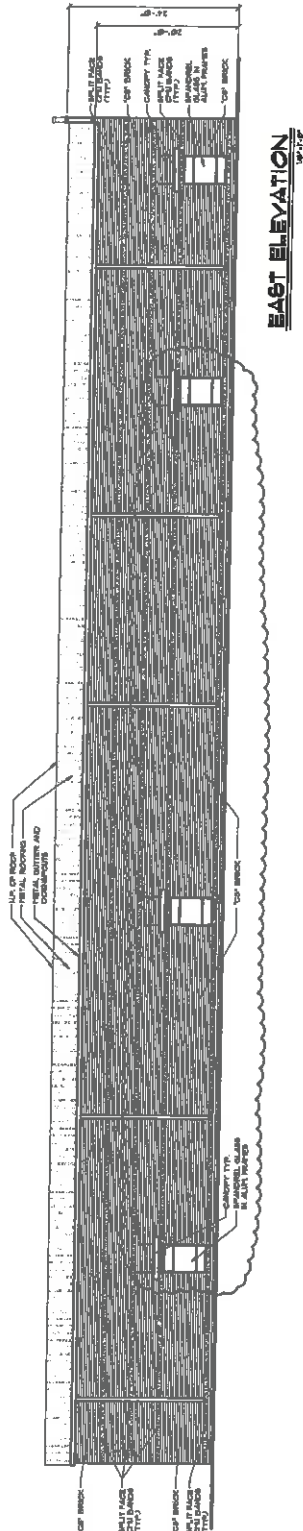
Issued For

5-21-77 SFA
22-2-78 MEV
21-7-78 MEV
23-2-78 MEV
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Sheet No. _____

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NOTE-A:
ALL BIDDERS SHALL BE QUALIFIED
UNDER SEPARATE APPLICATION FOR
REVIEW AND PERMIT. ALL BIDS SHALL
MEET ORDINANCE REQUIREMENTS.

NOTE:
ALL EXTENSION COLORED
TO BE BURNING -
BROWN AND REDDISH TONAL.

**CITY OF INKSTER
PLANNING COMMISSION
MINUTES**

A regular meeting was held on **Monday, May 14, 2018**, in the Inkster City Council Chambers, located at 26215 Trowbridge, Inkster, Michigan.

A quorum was reached. Chairman Chisolm called the meeting to order at 6:32 p.m.

I. ROLL CALL

Present: Chairman Chisholm, Commissioners Davis (6:52), Faison, Garrett, Nolen Williams and Willis.

Absent: Vice Chairman Ratliff, Secretary Cain

Others in attendance: Adrianna Jordan, City Planner
Harvey Weiss
Nabil Ismail

Public in attendance: Noel Carter.

II. ADOPTION OF AGENDA

MOVED by Garrett, Seconded by Williams to Adopt the Agenda. **MOTION CARRIED unanimously.**

III. ADOPTION OF MINUTES OF MARCH 12, 2018

MOVED by Williams, Seconded by Faison to Adopt the Minutes. **MOTION CARRIED unanimously.**

IV. PUBLIC HEARING

A. Case # 17-23 (SLU) and # 17-24 (SP) – Used Car Lot

Public Hearing to review and consider a special land use and site plan for a used car lot in the B-3, General Business District at 26266 Michigan Avenue. Nabil Ismail is the applicant. The subject property is located on the north side of Michigan, between John Daly and Fairbairn.

MOVED by Williams, Seconded Garrett by to open the public hearing for Case #17-23(SLU) and #17-24 (SP). **MOTION CARRIED unanimously.**

Adrianna Jordan gave an overview of the case and read from the letters sent to applicant dated April 25, 2018 She recommends approval of the Special Land Use and Site Plan application provided the applicant adheres to the conditions noted.

Commissioners Concerns:

1. Commissioners asked the applicant, Nabil Ismail, if he understood the conditions listed in the letter and if he would adhere to them. Mr. Ismail replied that he did understand and would follow the recommendations of the Planner. Commissioners also asked if he had been the owner since 2010? Mr. Ismail replied he had only been the owner since 2015. A. Jordan stated that both the previous (2010 and 2015) site plan applications had expired.

Public Remarks:

NONE

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

MOVED by Nolen, Seconded by Williams to recommend approval of Case #17-23 (SLU) & #17-24 (SP) to City Council subject to the following recommended Special Land Use conditions:

1. **Engineering.** The lot shall be provided with a permanent, durable, and dustless surface approved by the City's Consulting Engineer, and shall be graded and drained so as to dispose of all surface water accumulated within the area.
2. **Landscaping.** Due to an existing non-conformity, the site was previously approved with a 3.5 foot wide greenbelt along Michigan Avenue with brick pillars and decorative fencing. The greenbelt as modified was never installed and must be complied with at this time.

And subject to the following Site Plan conditions:

1. **Bumper blocks.** Delete the note on the site plans regarding painting the bumper blocks black along Michigan Avenue. The bumper blocks are removed.
2. **ADA Parking.** ADA parking spaces must clearly marked and remain open and available for customers to use when the business is operating.
3. **Other Departments.** Applicant must comply with all other review comments from Engineering, Police, and Fire.

MOTION CARRIED unanimously.

V. OLD BUSINESS

1. **Case # 17-25 (SLU), # 17-26 (SLU), and # 17-27 – Medical Marijuana Multi-Use Cultivation and Processing Facility**
Review and reconsider the special land uses and associated site plan application to allow a medical marijuana multi-use cultivation and processing facility in the M-1, Light Industrial District. Ronald Shunia on behalf of HWRSJT Inkster, LLC d/b/a CannWell is the applicant. The subject property is located on the south side of Trowbridge Avenue, between Bayhan and Beech Daly, and consists of Tax ID numbers 44-020-010-006-007, 44-020-030-008-002, and 44-020-007-002.

Commissioners Concerns:

1. Commissioners asked if A. Jordan was pleased with the revisions the applicant had made to the site plans. A. Jordan replied that she was indeed satisfied.
2. Commissioner Faison asked A. Jordan if she had any perspective on the air scrubbers and filtration system that the applicant will install and how we will deal with a potential smell in the future. A. Jordan replied that she doesn't have the specialized knowledge to recommend one filtration system over another, but that the applicant is proposing an activated carbon filtration system. Commissioner Nolen replied that he believes the applicant understood that the City of Inkster does not expect to smell any fumes from the facility in the future.
3. Commissioner Garrett asked about whether the Zoning Ordinance stated a specific minimum resolution for the HD security system. A. Jordan replied that the ordinance specified a minimum resolution of 1080p.

MOVED by Nolen, Seconded by Williams to recommend approval of cases #17-25(SLU) & #17-26(SLU) to City Council subject to the following conditions

1. **Energy Use.** The applicant must provide the City with information on whether marijuana processing requires higher than average levels of water or energy use.
2. **Security Plan.** A security plan must be reviewed and approved by the Police Department.
3. **State License.** The applicant must provide documents and information related to the procurement of their State License.
4. **Operations.** A state license, local business license, and Certificate of Occupancy must be obtained prior to operations.

MOTION CARRIED unanimously.

MOVED by Nolan, Seconded by Garrett to recommend approval of case #17-27(SP) to City Council subject to the following conditions

1. **Paving Material.** Engineering must determine whether the bituminous paving meets the durability requirements of the zoning ordinance.
2. **Other Departments.** Applicant must comply with all other review comments from Engineering, Police, and Fire.

MOTION CARRIED unanimously.

VII. NEW BUSINESS

A. Case # 17-24 (SP) – Consideration of Trash Enclosure Waiver

Planning Commission to review and consider approval of a waiver from the dumpster and trash enclosure requirements for a used car lot in the B-3, General Business District at 26266 Michigan Avenue. Nabil Ismail is the applicant. The subject property is located on the north side of Michigan, between John Daly and Fairbairn.

Commissioners Concerns:

1. Commissioners were concerned with how the applicant would dispose of trash if the commission were to grant the trash enclosure waiver. Mr. Ismail replied that they have been

just using a standard trash container provided by the city and placing it on the side street along with residential trash containers.

MOVED by Nolan, Seconded by Williams to recommend approval of Trash Enclosure Waiver for Case #17-24(SP)

MOTION CARRIED unanimously.

B. Case # 17-27 (SP) – Consideration of a Shared Parking Reduction

Planning Commission to review and consider approval of a shared parking arrangement to allow a reduction in the parking requirements for a medical marijuana multi-use cultivation and processing facility in the M-1, Light Industrial District. Ronald Shunia on behalf of HWRSJT Inkster, LLC d/b/a CannWell is the applicant. The subject property is located on the south side of Trowbridge Avenue, between Bayhan and Beech Daly, and consists of Tax ID numbers 44-020-010-006-007, 44-020-030-008-002, and 44-020-007-002.

Commissioners Concerns:

1. Commissioners wanted to know the parking requirements for the facility. A. Jordan stated, per the zoning ordinance, the requirements are 31 parking spaces. Per the zoning ordinance, a larger facility can share up to 50% with a smaller facility. However in this case, only three spaces were in question.

MOVED by Williams, Seconded by Nolen to recommend approval of Shared Parking Reduction for Case #17-27(SP).

MOTION CARRIED unanimously.

C. Case # 17-27 (SP) – Consideration of a Screening Wall Waiver

Planning Commission to review and consider approval of a screening wall waiver in a service area for a medical marijuana multi-use cultivation and processing facility in the M-1, Light Industrial District. Ronald Shunia on behalf of HWRSJT Inkster, LLC d/b/a CannWell is the applicant. The subject property is located on the south side of Trowbridge Avenue, between Bayhan and Beech Daly, and consists of Tax ID numbers 44-020-010-006-007, 44-020-030-008-002, and 44-020-007-002.

MOVED by Williams, Seconded by Nolen to recommend approval of Screening Wall Waiver for Case #17-27(SP).

MOTION CARRIED unanimously.

D. City of Westland Master Plan Update

Jordan gave a brief overview of the proposed changes of the Westland Master Plan Update. After the Planning Dept researched the plan, they found no substantial changes to any of the districts that are on the border with the City of Inkster.

E. City of Inkster RRC Program Update

Jordan read from the letter the City of Inkster received from the MEDC and was hoping to get commissioner feedback about the results. MEDC pointed out that the COI didn't collaborate between departments when reviewing site plans however, A. Jordan

informed them of the DRT team in which multiple departments collaborate. MEDC said they would correct the finding in their letter. The only RRC evaluation area where the City was completely deficit is in regards to a Capital Improvement Plan (CIP), and the City is currently reviewing proposals from firms for the preparation of that plan.

VIII. MISCELLANEOUS

NONE

VIII. ADJOURNMENT – 7:19 pm

MOVED by Williams, Seconded by Davis to adjourn the Planning Commission meeting held on May 14, 2018. **MOTION CARRIED unanimously**

Respectfully submitted,

Steven Chisholm, Chairman

Lynnette O. Cain, Secretary

Adrianna Jordan, City Planner