



INKSTER CITY COUNCIL

December 21, 2020

(Virtual Meeting)

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

Mayor – Patrick Wimberly
Mayor Pro Tem – Kim Howard, District V

Council Members:

George Williams, District I
La’Gina Washington, District II
Sandra K. Watley., District III
Steven Chisholm, District IV
Dennard Shaw, District VI

FELICIA RUTLEDGE
CITY CLERK

PATRICK WIMBERLY
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. Email your comment to be read for one (1) minute into the record. frutledge@cityofinkster.com (for virtual meeting)

December 21, 2020

Orientation 6:00 PM (Virtual)

Regular City Council Agenda – 7:00 PM (Virtual Meeting)

1. Call Meeting to Order

- A. Pledge of Allegiance
- B. Roll Call
- C. 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).

2. Approval of Agenda

3. Presentations/Discussion

A. Property development at John Daly and Bayhan - Mr. Guasia Jones of Zimcube

4. Public Hearing

5. Consent Agenda

- A. December 7, 2020 Regular (Virtual) City Council Meeting Minutes. **Pg. 1**
- B. Receive and File the Planning Commission 2021 Calendar Dates **Pg. 9**
- C. Allen Brother's and Attorney's PLLC Invoice \$31,717.80 **Pg. 10**

6. Boards and Commissions

- A. Update of current list of appointments to Boards & Commissions. Pg. 11

7. Previous Business

- A. Consider approval of offer to purchase (Case # LD 20-15) three (3) adjacent vacant residential lots which are located on the east side of Bayhan between Trowbridge St. and Carlysle Ave. and are legally described as 30J 1011 TO 1014 LOTS 1011 TO 1014 INCL WESTWOOD SUB OF VAN ALSTINE FARM T2S R10E L40 P29, 30 WCR (Property I.D. 44 022 01 1011 302), 30J1015 LOTS 1015 TO 1020 WESTWOOD SUB OF VAN ALSTINE FARM T2S R10E L40 P29, 30 WCR (Property I.D. 44 022 01 1015 304), and 30J1021-1023 LOTS 1021 TO 1023 INCL WESTWOOD SUB OF VAN ALSTINE FARM T2S R10E L40 P29, 30 WCR (Property I.D. 44 022 01 1021 302) in the amount of \$28,650.00 to Zimcube, Inc./Guasia Jones. **Pg. 18**

8. Ordinance(s)

A. First Reading(s)

B. Second Reading(s)

9. New Business

A. Discussion/Action: (Jerome Bivins) Consideration and approval authorizing the Director of DPS, as a representative of the City to make an application to the Wayne County Department of Public Services for necessary annual permit to occupy the Right-of-Way of County Roads on behalf of the City of Inkster. Consider adopting the attached Resolutions to be submitted to the Wayne County as part of the requirements to submit the permit application. Pg. 30

B. Discussion/Action: (Kaitlyn Hines) Consider approval of Special Land Uses (SLUs 20-21, 20-22, 20-23, 20-24) for a proposed Medical Marijuana and Adult Use Marijuana Cultivation and Processing Facility to be located on Bayhan St. between Dunning and the railroad tracks in the M-1, Light Industrial District with the conditions noted per the recommendation of the Planning Commission. Fred Bishop Jr., on behalf of Five Blind Mice is the applicant. **Pg. 60**

C. Discussion/Action: (Kaitlyn Hines) Consider approval of a 6-month extension for Special Land Uses (SLUs 18-19, 18-20, 18-21, 18-22) for a proposed Medical Marijuana Multi-use Facility to be located on Industrial Drive between Henry Ruff and Middlebelt in the M-1, Light Industrial District with the conditions noted per the recommendation of the Planning Commission. The original approval was on October 21, 2019, and the preliminary site plan was given approved for extension on December 14, 2020 by the Planning Commission. Abe Hachem on behalf of MAD Collective is the applicant.

Pg. 90

10. Public Participation (limit to 1 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

December 7, 2020
Regular (Virtual) City Council Meeting – 7:00 PM

The regular meeting of the Council of the City of Inkster, Wayne County, and Michigan was a virtual meeting held on the Zoom platform in compliance with the State of Michigan Open Meetings Act. Monday, December 7, 2020.

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

Call Meeting to Order

Mayor Wimberly called the meeting to order at 7:10 p.m.

Pledge of Allegiance

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

Prayer

Prayer was led by Pastor Hearn

Roll Call

Mayor Wimberly	Present (Inkster, MI)
Councilwoman Howard	Present (Inkster, MI.)
Councilwoman Watley	Present (Inkster, MI.)
Councilman Williams	Present (Inkster, MI.)
Councilwoman Washington	Present (Inkster, MI.)
Councilman Chisholm	Present (Inkster, MI.)
Councilman Shaw	Present (Inkster, MI)

Approval of Agenda

Moved by Councilmember Shaw, Seconded by Councilmember Williams to approve the agenda with removing from the table item "A" under Previous Business and placing that item as item "G" under New Business and the separation of item "1" under Second Readings to two items "Caregiver" and "Drug free zone".

Resolution 12-20-190COV - Motion carried.

ROLL CALL VOTE:

Councilmember Chisholm	Yea	Councilmember Washington	Yea
Councilmember Watley	Yea	Councilmember Williams	Yea
Councilmember Howard	Yea	Councilmember Shaw	Yea

Presentations/Discussion

A. Booker Dozier Recreation Complex Renovations

Public Hearings

Consent Agenda

- A. November 16, 2020 Regular (Virtual) City Council Meeting Minutes.
 B. Receive and File DDA,TIFA& Brownfield Calendar Meeting Dates.
 C. Receive an File Board of Review Calendar Meeting Dates.

**Moved by Mayor Pro-Tem Howard, Seconded by Councilmember Washington
 Resolution 12-20-191COV - Motion carried.**

ROLL CALL VOTE:

Councilmember Williams	Yea	Councilmember Shaw	Yea
Mayor Pro-Tem Howard	Yea	Councilmember Chisholm	Yea
Councilmember Washington	Yea	Councilmember Watley	Yea

Boards and Commission

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

**Moved by Councilmember Chisholm, Seconded by Councilmember Washington
 to appoint Councilwoman Sandra K. Watley to the Police and Fire Pension
 Board with an expiration of December 2023.
 Resolution 12-20-192COV - Motion carried.**

ROLL CALL VOTE:

Councilmember Chisholm	Yea	Mayor Pro-Tem Howard	Yea
Councilmember Shaw	Yea	Councilmember Williams	Yea
Councilmember Washington	Yea		

**Moved by Councilmember Washington, Seconded by Councilmember Williams
 to appoint Peggi Bishop to the Board of Review as an alternate.
 Resolution 12-20-193COV – Motion carried**

ROLL CALL VOTE:

Councilmember Williams	Yea	Councilmember Watley	Yea
Councilmember Washington	Yea	Mayor Pro-Tem Howard	Yea
Councilmember Shaw	Yea	Councilmember Chisholm	Yea

Previous Business

- A. A **second reading** and **approval** to consider Amendments to amend the City of Inkster Code of Ordinance, Section 124 Marijuana Business License. (Remove from the Table)

**Moved by Councilmember Williams, Seconded by Councilmember Shaw
 to REMOVE FROM THE TABLE a second reading and approval to consider
 Amendments to amend the City of Inkster Code of Ordinance, Section 124
 Marijuana Business License and place under New Business as Item "G".
 Resolution 12-20-194COV - Motion carried.**

ROLL CALL VOTE:

Councilmember Watley	Yea	Councilmember Williams	Yea
Councilmember Washington	Yea	Mayor Pro-Tem Howard	Yea
Councilmember Chisholm	Yea	Councilmember Shaw	Yea

Ordinance(s)

A. First Reading(s)

B. Second Reading(s)

1. Council to offer a **second** reading and **approval** of text amendments (TA 20-26) to the City's Zoning Ordinance pertaining to provisions for medical marijuana caregiver facilities per the recommendations of the Planning Commission. For a list of affected ordinance sections please see "background information".

Moved by Councilmember Williams, Seconded by Councilmember Shaw to approve of a second reading and approval of text amendments (TA 20-26) to the City's Zoning Ordinance pertaining to provisions for medical marijuana caregiver facilities per the recommendations of the Planning Commission. For a list of affected ordinance sections please see "background information".

Moved by Councilmember Watley, Seconded by Mayor Pro-Tem Howard to REJECT the recommendations of the Planning Commission for Caregiver facilities because it violates the city's already existing Ordinance and constitutes spot zoning.

Resolution 12-20-195COV – Motion carried.

ROLL CALL VOTE:

Councilmember Williams	Nay	Councilmember Washington	Yea
Councilmember Shaw	Nay	Mayor Pro-Tem Howard	Yea
Councilmember Watley	Yea	Councilmember Chisholm	Yea

2. Council to offer a **second** reading and **approval** of text amendments (TA 20-26) to the City's Zoning Ordinance pertaining to provisions for medical marijuana drug free zones per the recommendations of the Planning Commission. For a list of affected ordinance sections please see "background information".

Moved by Councilmember Williams, Seconded by Councilmember Shaw to approve of a second reading and approval of text amendments (TA 20-26) to the City's Zoning Ordinance pertaining to provisions for medical marijuana drug free zones per the recommendations of the Planning Commission. For a list of affected ordinance sections please see "background information".
Resolution 12-20-196COV- Motion carried.

ROLL CALL VOTE:

Councilmember Williams	Yea	Councilmember Washington	Yea
Councilmember Shaw	Yea	Mayor Pro-Tem Howard	Yea
Councilmember Watley	Nay	Councilmember Chisholm	Nay

3. Council to offer a **second** reading and **approval** of text amendments (TA 20-20) to the City's Zoning Ordinance pertaining to provisions for Microbusiness facilities per the recommendations of the Planning Commission. For a list of affected ordinance sections please see "background information".

Moved by Councilmember Shaw, Seconded by Councilmember Williams to approve of a second reading and approval of text amendments (TA 20-20) to the City's Zoning Ordinance pertaining to provisions for Microbusiness facilities per the recommendations of the Planning Commission. For a list of affected ordinance sections please see "background information". With a 1000ft buffer door to door. Removal of B-3 Special Land Use in the TCD for Microbusiness.
Resolution 12-20-197COV – Motion carried.

ROLL CALL VOTE:

Mayor Pro-Tem Howard	Yea	Councilmember Watley	Yea
Councilmember Washington	Yea	Councilmember Williams	Yea
Councilmember Chisholm	Yea	Councilmember Shaw	Yea

New Business

- A. Discussion/Action: (Felicia Rutledge) Consideration and approval of the 2021 City Council meeting dates and times.

Moved by Mayor Pro-Tem Howard, Seconded by Councilmember Chisholm to approve the 2021 City Council meeting dates and times.
Resolution 12-20-198COV – Motion carried

ROLL CALL VOTE:

Councilmember Washington	Yea	Councilmember Watley	Yea
Councilmember Howard	Yea	Councilmember Shaw	Yea
Councilmember Chisholm	Yea	Councilmember Williams	Yea

- ~~B. Discussion/Action: (Allen Brother's and Attorney's) Consideration and approval to add amendments to the City's FOIA Policy.~~ **REMOVED FOR CONSIDERATION**

- C. Discussion/Action: (Tracy Ann-Jennings) Consider approval of one (1) of two (2) offers to purchase (Case # LD 20-16) one (1) commercial building and lot adjacent which are located on the east side of John Daly between Trowbridge St. and Carlyle Ave. and are legally described as 30D167 LOT 167 WESTWOOD SUB OF J. W. DALY FARM T2S R10E L41 P19 WCR (Property I.D. 44 020 02 0167 000), and 30D138 139A 139B1* LOT 138 ALSO W 80 FT OF LOT 139--- WESTWOOD SUB OF J. W. DALY FARM T2S R10E L41 P19 WCR (Property I.D. 44 020 02 0138 000), or 2407 John Daly and 2135 John Daly to Zimcube, Inc.

Moved by Councilmember Williams, Seconded by Mayor Pro-Tem Howard to approve of one (1) of two (2) offers to purchase (Case # LD 20-16) one (1) commercial building and lot adjacent which are located on the east side of John Daly between Trowbridge St. and Carlyle Ave. and are legally described as 30D167 LOT 167 WESTWOOD SUB OF J. W. DALY FARM T2S R10E L41 P19 WCR (Property I.D. 44 020 02 0167 000), and 30D138 139A 139B1* LOT 138 ALSO W 80 FT OF LOT 139--- WESTWOOD SUB OF J. W. DALY FARM T2S R10E L41 P19 WCR (Property I.D. 44 020 02 0138 000), or 2407 John Daly and 2135 John Daly AWARDED TO Zimcumbe Inc.
Resolution 12-20-199COV – Motion carried

ROLL CALL VOTE:

Councilmember Chisholm	Yea	Councilmember Washington	Yea
Councilmember Watley	Yea	Councilmember Williams	Yea
Councilmember Shaw	Yea	Mayor Pro-Tem Howard	Yea

- D. Discussion/Action: (Tracy Ann-Jennings) Consider approval of offer to purchase (Case # LD 20-17) one (1) vacant residential lot which is located on the east side of Harriet Andover and Carsyle Ave. and is legally described as 36D956 TO 962* LOTS 956 TO 962 INCL--- DEARBORN ACRES SUB NO. 2 T2S R9E L 33 P 79 WCR-K-256.52 (Property I.D. 44 009 02 0956 301) In the amount of \$500.00 to Ruth E. Williams.

Moved by Mayor Pro-Tem Howard, Seconded by Councilmember Chisholm to approve of offer to purchase (Case # LD 20-17) one (1) vacant residential lot which is located on the east side of Harriet between Andover and Carsyle Ave. and is legally described as 36D956 TO 962* LOTS 956 TO 962 INCL--- DEARBORN ACRES SUB NO. 2 T2S R9E L 33 P 79 WCR-K-256.52 (Property I.D. 44 009 02 0956 301) in the amount of \$500.00 to Ruth E. Williams.
Resolution 12-20-200COV – Motion carried

ROLL CALL VOTE:

Mayor Pro-Tem Howard	Yea	Councilmember Watley	Yea
Councilmember Williams	Abstain	Councilmember Chisholm	Yea
Councilmember Washington	Yea	Councilmember Williams	Yea

- E. Discussion/Action: (Tracy Ann-Jennings) Consider approval of offer to purchase (Case # LD 20-18) one (1) vacant residential lot which is located on the west side of Harrison between Beech St. and Cherry St. and is legally described as 25N1041 TO 1044 LOTS 1041 TO 1044 INCL DEARBORN ACRES SUB NO. 2 T2S R9E L33 P79 WCR (Property I.D. 44 009 02 1041 000) In the amount of \$500.00 to Sherita Chatmon.

Moved by Mayor Pro-Tem Howard, Seconded by Councilmember Chisholm to approve of offer to purchase (Case # LD 20-18) one (1) vacant residential lot which is located on the west side of Harrison between Beech St. and Cherry St. and is legally described as 25N1041 TO 1044 LOTS 1041 TO 1044 INCL DEARBORN ACRES SUB NO. 2 T2S R9E L33 P79 WCR (Property I.D. 44 009 02 1041 000) in the amount of \$500.00 to Sherita Chatmon.
Resolution 12-20-201COV – Motion carried

ROLL CALL VOTE:

Councilmember Williams	Abstain	Mayor Pro-Tem Howard	Yea
Councilmember Chisholm	Yea	Councilmember Shaw	Yea
Councilmember Washington	Yea	Councilmember Watley	Yea

- F. Discussion/Action: (Tracy Ann-Jennings) Consider approval of offer to purchase (Case # LD 20-15) three (3) adjacent vacant residential lots which are located on the east side of Bayhan between Trowbridge St. and Carlyle Ave. and are legally described as 30J 1011 TO 1014 LOTS 1011 TO 1014 INCL WESTWOOD SUB OF VAN ALSTINE FARM T2S R10E L40 P29, 30 WCR (Property I.D. 44 022 01 1011 302), 30J1015 LOTS 1015 TO 1020 WESTWOOD SUB OF VAN ALSTINE FARM T2S R10E L40 P29, 30 WCR (Property I.D. 44 022 01 1015 304), and 30J1021-1023 LOTS 1021 TO 1023 INCL WESTWOOD SUB OF VAN ALSTINE FARM T2S R10E L40 P29, 30 WCR (Property I.D. 44 022 01 1021 302) In the amount of \$28,650.00 to Zimcube, Inc. and Guasia Jones.

Moved by Mayor Pro-Tem Howard, Seconded by Councilmember Williams to ~~Table~~ an offer to purchase (Case # LD 20-15) three (3) adjacent vacant residential lots which are located on the east side of Bayhan between Trowbridge St. and Carlisle Ave. and are legally described as 30J 1011 TO 1014 LOTS 1011 TO 1014 INCL WESTWOOD SUB OF VAN ALSTINE FARM T2S R10E L40 P29, 30 WCR (Property I.D. 44 022 01 1011 302), 30J1015 LOTS 1015 TO 1020 WESTWOOD SUB OF VAN ALSTINE FARM T2S R10E L40 P29, 30 WCR (Property I.D. 44 022 01 1015 304), and 30J1021-1023 LOTS 1021 TO 1023 INCL WESTWOOD SUB OF VAN ALSTINE FARM T2S R10E L40 P29, 30 WCR (Property I.D. 44 022 01 1021 302) in the amount of \$28,650.00 to Zimcube, Inc. and Guasla Jones.
Resolution 12-20-202COV – Motion carried

ROLL CALL VOTE:

Councilmember Shaw	Yea	Councilmember Washington	Yea
Councilmember Watley	Yea	Councilmember Williams	Yea
Mayor Pro-Tem Howard	Yea	Councilmember Chisholm	Yea

- G. Discussion/Action: (Felicia Rutledge) Consideration and approval of a second reading and approval to consider Amendments to amend the City of Inkster Code of Ordinance, Section 124 Marijuana Business License. (Removed from the Table under Previous Business.)

Moved by Councilmember Shaw, Seconded by Councilmember Williams to consider Amendments to amend the City of Inkster Code of Ordinance, Section 124 Marijuana Business License.
Resolution 12-20-203COV – Motion carried

ROLL CALL VOTE:

Mayor Pro-Tem Howard	Nay	Councilmember Watley	Nay
Councilmember Shaw	Yea	Councilmember Williams	Yea
Councilmember Washington	Yea	Councilmember Chisholm	Nay
Mayor Wimberly	Yea		

Moved by Councilmember Watley, Seconded by Councilmember Chisholm To DENY to pair the recreational licenses with existing medical licenses.
Resolution 12-20-204COV- Motion failed

ROLL CALL VOTE:

Councilmember Washington	Nay	Councilmember Chisholm	Yea
Councilmember Williams	Nay	Councilmember Shaw	Nay
Councilmember Watley	Yea	Mayor Pro-Tem Howard	Nay

- H. Discussion/Action: (City Council) To Vote In Accordance with the discussion Taken in Closed Session. (McGill)

Moved by Councilmember Watley, Seconded by Mayor Pro-Tem Howard to vote in accordance with the discussion taken in closed session.
Resolution 12-20-205COV – Motion carried

ROLL CALL VOTE:

Councilmember Watley	Yea	Councilmember Washington	Yea
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Mayor Pro-Tem Howard
Councilmember Chisholm

Yea
Yea

Councilmember Williams
Councilmember Shaw

Yea
Yea

Public Participation -

PLEASE NOTE: THE CITY HAD SEVERE TECHNICAL ISSUES WITH PUBLIC PARTICIPATION AND LETTING PARTICIPANTS INTO THE MEETING. SOME PARTICIPANTS MAY NOT HAVE BEEN ABLE TO PARTICIPATE, HOWEVER THEY WERE ASKED TO EMAIL COMMENTS TO THE CITY CLERK AT FRUTLEDGE@CITYOFINKSTER.COM TO BE INCLUDED IN THE MINUTES.

- **Jerome Bivins** – Announced a Drive By Dinner hosted by Gethsemane Church on December 19, 2020 from 2:00pm until 4:00pm.
- **Octavia Smith** – Western Wayne Family Health Center has Testing on Saturdays 12-12, 12-19, and 1-2.
- **Hardy Robb** – Wished residents Happy Holidays. He stated he is speaking with his City Council representative, LaGina Washington regarding a petition to keep the gas station closed on Avondale and Middlebelt.

City Clerk

- No Comments

City Treasurer

- Stated that tax bills have been sent to the printer and residents should begin to see in the mailbox soon.

Mayor and Council

- **Councilman Williams** – Thanked the new City Treasurer on responding to residents when they call. He stated the city needs to become more business friendly. He lastly stated he will be getting his newsletter out to residents and that he will be having a zoom meeting.
- **Councilwoman Washington** – Stated there is a petition going around regarding the gas station at Avondale and Middlebelt. She asked what can be done regarding the issue.
- **Councilman Shaw** – Thanked the Mayor's office, DPW and Code Enforcement for the cleanup at 1191 Helen Street. He stated that Police patrol is needed on West Hills, Oakland and South River Park Streets. He lastly, stated that a public safety millage is needed and the city has learn to do for ourselves and our community.
- **Councilwoman Watley** – Thanked all residents regarding the Marijuana Ordinance that reached out to her via email, text messages and phone calls. She stated that if residents make their voices loud enough, they will be heard.
- **Mayor Pro-Tem Howard** – Asked if a statement would be made regarding the Governor's orders.
- **Mayor Wimberly** – Thanked Assistant Chief Ratliff and the State Police for all their hard work on solving and apprehending person's responsible for gun crimes within the city. He stated that the city cannot tolerate all the gun violence anymore. He said residents and elected officials all have a common goal to have a safe, clean and accessible city. He announced the Coat Drive at the Recreation Complex on December 13, 2020. He further asked for Toys for Tots donations and stated the giveaway is December 20, 2020. He lastly announced the Gethsemane Church Drive by Dinner Give-Away on December 19, 2020 at 29066 Eden Street.

CLOSED SESSION

Moved by Councilmember Williams, Seconded by Councilmember Chisholm

to go into closed session 6:46p.m. to discuss pending litigation.
(Crowder, McGill, Sobh, Blackwell, Miller&Canfield)

ROLL CALL VOTE:

Councilmember Watley	Yea	Councilmember Washington	Yea
Councilmember Williams	Yea	Councilmember Shaw	Yea
Councilmember Howard	Yea	Councilmember Chisholm	Yea

Moved by Mayor Pro-Tem Howard, Seconded by Councilmember Washington
to adjourn closed session at 7:07p.m.

Moved by Councilmember Watley, Seconded by Mayor Pro-Tem Howard
to go into closed session 10:00p.m. to discuss pending litigation.
(McGill,)

ROLL CALL VOTE:

Councilmember Watley	Yea	Councilmember Washington	Yea
Councilmember Williams	Yea	Councilmember Shaw	Yea
Councilmember Howard	Yea	Councilmember Chisholm	Yea

Moved by Mayor Pro-Tem Howard, Seconded by Councilmember Washington
to adjourn closed session at 10:02p.m.

Adjournment

There being no further business to come before Council, on a motion duly made

By Councilmember Chisholm, Seconded by Councilmember Williams carried, to conclude

The Regular Virtual City Council meeting of December 7, 2020 was adjourned at 10:05 p.m.



Felicia Rutledge, City Clerk
City of Inkster



Meeting Notice

**Planning Commission
City of Inkster**

**26215 Trowbridge, Inkster, MI 48141
313.563.9760**

2021 Annual Meeting Calendar:

Every second and fourth Monday of each month at 6:30 p.m. in the City Hall Council Chamber unless otherwise notified:

**January 11, 2021 and January 25, 2021
February 8, 2021 and February 22, 2021
March 08, 2021 and March 22, 2021
April 12, 2021 and April 26, 2021
May 10, 2021 and May 24, 2021
June 14, 2021 and June 28, 2021
July 12, 2021 and July 26, 2021
August 9, 2021 and August 23, 2021
September 13, 2021 and September 27, 2021
October 11, 2021 and October 25, 2021
November 08, 2021 and November 22, 2021
December 13, 2021 and December 27, 2021**

**Felicia Rutledge, City Clerk
City of Inkster
frutledge@cityofinkster.com**

Date and Time of Posting:

This notice is posted in compliance with PA 267 of 1976 as amended (Open Meetings Act), MCLA 41.72a (2)(3) and the American with Disabilities Act (ADA)

Individuals with disabilities requiring auxiliary aids or services should contact the City of Inkster 2 days prior to the meeting by writing Felicia Rutledge, City Clerk, 26215 Trowbridge, Inkster, MI 48141 or by phoning 313.563.9770.

A copy of this notice is on file with the Clerk

**Allen Brothers
Attorneys & Counselors, PLLC
400 Monroe Street, Suite 620
Detroit, MI 48226-2963**

Inkster, City of
26215 Trowbridge Street
Inkster, MI 48141

Attn: Darin Carrington

Page: 1
11/15/2020
Account No: 1897M

BREAKDOWN OF FEES/EXPENSES BY CATEGORY

Category	Fees/Costs
Flat fee/City Attorney work	\$6000.00
Municipal Legal Services	112.50
Labor	950.00
Litigation	24655.30
Total Invoice for November 2020	31717.80

December 21, 2020 (Virtual Meeting)

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)

Rochelle Wells

Rosie Allen Thompson

Henry Wade

Toni Bailey

Roosevelt Stubbs

Gabe Henderson

Jean Liddell

Iris Long

June Patterson

Debra Owens

Chuck Coleman

Tenure

Exp. 07/20/22

Exp. 07/06/22

Exp. 07/06/22

Exp. 07/06/22

Exp. 04/15/21

Exp. 07/06/22

Exp. 07/06/22

Exp. 01/06/22

Exp. 01/06/22

Exp. 07/06/22

Exp. 07/06/22

BOARD OF REVIEW

[MEETINGS: March, July and December]

Annual Appointment

3 Members

Charter Provision and State Law

WCA Assessing

William Miller

Lenoria Warmack

Ned Sanders

Peggy Bishop (Alternate)

Clerk of the Board – Non Voting

Exp. 01/06/21

Exp. 12/16/20

Exp. 02/03/21

Exp. 12/7/21

BEAUTIFICATION COMMITTEE

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

2 Year Term

Toni Bailey

Kathleen Gibbs

Gabe Henderson

Avis Love

George Williams

Lenoria Warmack

Exp. 07/06/22

Exp. 01/21/22

Exp. 02/18/21

Exp. 01/06/22

Exp. 08/17/22

Exp. 12/16/21

Vacant

Vacant

Vacant

Vacant

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Vacant

Vacant

Vacant

December 21, 2020 (Virtual Meeting)

BUILDING AUTHORITY COMMISSION - INACTIVE

[MEETINGS: Second Monday in January]

3 Year Term

5 Members

State Law and Resolution 74-1-39

Nathaniel Elcock
Hersey Bryant, (C)
Horace Wells

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

CABLE TELEVISION COMMISSION

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

3 Year Term

9 Members

Ordinances 593 and 609

Vacant

Troy Seaton Dist. 1
Phineas Cody Dist. 3
Octavia Smith Dist. 4
Thelma Jean Overman Dist. 5
Connie R. Mitchell Dist. 6
Sandra Watley Mayoral
Steven Chisholm At-Large

Ex. Officio

Exp. 07/06/23
Exp. 10/07/22
Exp. 07/03/20-Expired
Exp. 02/06/20-Expired
Exp. 02/04/22
Exp. 01/06/23
Exp. 07/06/23

CIVIL SERVICE COMMISSION AND BOARD OF ETHICS

[MEETINGS: Monthly]

3 Year Term

3 Members

Ordinances 237 & 559

Vacant

Vacant - (Employee Representative)
Vacant (Commission Appointment)

CONDEMNATION BOARD

[MEETINGS: AS NEEDED]

5 Members

Ordinance 150.140 thru 150.145

Don Jones (Building Contractor)
Deborah Owens (General Member)
Guy Borrusch General Member)
Tom Michellini Contractor)
James Garrett (Engineer)
Charles Rizzo (Alternate)

Exp. Tenure
Exp. 01/22 (2 Year Term)
Exp. 9/19 (2 Year Term)-Expired
Exp. 01/23 (3 Year Term)
Exp. 9/20 (3 Year Term)-RESIGNED
Exp. 01/21

December 21, 2020 (Virtual Meeting)

CONSTRUCTION BOARD OF APPEALS/PROPERTY MAINTENANCE BOARD

[MEETINGS: As required]

3 Year Term	3 Members	Ordinance
Shirley Hankerson		Exp. 12/21
Yvette Brock		Exp. 12/21
Charles Rizzo		Exp. 12/21
Rebecca Daniels		Exp. 02/22
Tom Michelini		Exp. 04/19-Expired
Don Jones- Building Inspector		Exp. Tenure

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
Phillip H. Marshall		Terming
Martha Theis		Exp. 12/17/22
Angela Dodson		Exp. 02/19/22
Barbara Cooper		Exp. 10/7/23
Octavia Smith		Exp. 10/21/23
Sonja Jennings		Exp. 11/4/23
Randa Davis		Exp. 11/4/23
Val Oghumaye		Exp. 07/20/19 - Exp. 6/30/21
Winston Wade		Exp. 07/17/21
Rerhi Onomake (Treasurer)		Exp. 3/16/19-Expired
Uche Ndubuisi		Exp. 7/20/19-Expired
Clarence Oden		Exp. 7/1/23

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-Expired
Octavia Smith		Exp. 10/21/25
Angela Dotson		Exp. 10/21/25
Deborah Walker		Exp. 06/07/16-Expired
Mary Weislo		Exp. 03/07/17-Expired
Cassandra Leonard		Exp. 06/07/16-Expired
Herbert Johnson		Exp. 06/07/16-Expired
Dennis Weislo		Exp. 06/07/19-Expired
Charmaine Kennedy		Exp. 01/17/23
Connie R. Mitchell		Exp. 02/06/23

ELECTRICAL EXAMINING BOARD-INACTIVE

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

December 21, 2020 (Virtual Meeting)

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

Courtney Owens

Exp. 12/16/2026

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

VACANT

Dist. 1

Exp. 03/20/19

Opal Nolen

Dist. 2

Exp. 11/8/19- Expired

Tania James

Dist. 3

Exp. 04/01/21

LaWanna Abney-Mitchell

Dist. 4

Exp. 02/17/22

VACANT

Dist. 5

Exp. 02/19/20

Connie R. Mitchell

Dist. 6

Ex. 11/18/21

Ashwanna Butts

Mayoral

Exp. 01/21/22

Shirley Hankerson

Mayoral

Exp. 4/15/21

Ned Sanders

Council

Exp. 07/07/19- Expired

PARKS AND RECREATION YOUTH COMMISSION

2 Year Term

6 Members

Alisa Todd

Dist. 1

Exp. 3/7/18-Expired

Katrina Coats

Dist. 2

Exp. 3/7/18-Expired

Zeavean Johnson

Dist. 3

Exp. 3/7/18-Expired

William Grubbs

Dist. 4

Exp. 3/7/18-Expired

Taylor Todd

Dist. 5

Exp. 3/7/18-Expired

Demon Zimmerman

Dist. 6

Exp. 3/7/18-Expired

TiwaIn Smith

Mayoral

Exp. 3/7/18-Expired

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

Patrick Wimberly (Mayor)

Tenure

Darryl Davis (City appointee)

Exp. 3/22

Tonia Williams

Exp. 02/23

Mack Willis

Exp. 07/23

Rebecca Daniels

Exp. 10/23

William Ratliff (Vice-Chair)

Exp. 07/22

Lynette Cain (Secretary)

Exp. 07/22

Steven Chisholm (Chair)

Exp. 07/22

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. 12/19

Barry O'Bryan

Police Rep

Jason Kaye

Fire Rep

December 21, 2020 (Virtual Meeting)

Sandra K. Watley
Velma Overman

City Council Rep
Board of Trustee Rep

Exp. 12/23

WATER REVIEW COMMITTEE- INACTIVE

[MEETINGS: Scheduled by Chairman Marcus Hendricks, City Hall TIFA Room]

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

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. 12/16/22
Clarence Oden, Jr. (VC)	Dist. 2	Exp. 08/03/23
James Cross	Dist. 3	Exp. 07/01/16- Expired
Roosevelt Stubbs (S)	Dist. 4	Exp. 08/21/20 -To Expire
Vanola Williams	Dist. 5	Exp. 02/06/20-Expired
Norma McDaniel	Dist. 6	Exp. 12/16/22
Teresa Patton		Exp. 08/06/21
Mac Willis		Exp. 11/05/21
Dorsey Williams		Exp. 07/1/22

Nankin Transit

[Meetings: Third Thursday of each month at 5:45 p.m., Nankin Transit [Jefferson Barns Community CTR. 32150 Dorsey Westland, MI. 48186]

Mayor Patrick Wimberly
Denise Champagne, Community Appointee

Exp. Tenure - (Tenure is up)
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	Exp. Tenure- No longer on City Council
Clarence Oden (Alternate)	Exp. Tenure-No Longer on City Council

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
Patrick Wimberly		Tenure
Kim Howard		09/08/26
Connie R. Mitchell		Tenure
Avis Love		Exp. 03/20/23
Rerhi Onomake		Exp. 03/16/21
Vacant		Exp.
Charmaine Kennedy		Exp. 02/20/21
Wendy Weidlow (Treasurer)		Exp. 06/06/22
Winnie Nwankwo		Exp. 05/18/21

December 21, 2020 (Virtual Meeting)

Yolanda Lockett

Exp. 09/08/26

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

Errolly Williams, City Council Representative	Tenure (Tenure is up)
Darin Carrington, Treasurer	Tenure
Vacant Community	Tenure
Tonia C. Williams	Exp. 02/20/19
Vacant	Exp. 11/6/20

NOTES:

 Vacancies and/or Expired terms

*Has not taken the oath

REQUEST FOR COUNCIL ACTION

To: Patrick Wimberly, Mayor

Date: December 2, 2020

**From: Tracy-Ann Jennings,
Special Projects Director**

Date for Council Consideration: December 7, 2020

ACTION REQUESTED: Consider approval of offer to purchase (Case # LD 20-15) three (3) adjacent vacant residential lots which are located on the east side of Bayhan between Trowbridge St. and Carlisle Ave. and are legally described as 30J 1011 TO 1014 LOTS 1011 TO 1014 INCL WESTWOOD SUB OF VAN ALSTINE FARM T2S R10E L40 P29, 30 WCR (Property I.D. 44 022 01 1011 302), 30J1015 LOTS 1015 TO 1020 WESTWOOD SUB OF VAN ALSTINE FARM T2S R10E L40 P29, 30 WCR (Property I.D. 44 022 01 1015 304), and 30J1021-1023 LOTS 1021 TO 1023 INCL WESTWOOD SUB OF VAN ALSTINE FARM T2S R10E L40 P29, 30 WCR (Property I.D. 44 022 01 1021 302) in the amount of \$28,650.00 to Zimcube, Inc./Guasia Jones.

Current Action X Emergency Future

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

Mayor's Approval _____

BACKGROUND INFORMATION

Zimcube, Inc./Guasia Jones has made the application to purchase 3 adjacent residential lots which are located on the east side of Bayhan between Trowbridge St. and Carlisle Ave. and are legally described as 30J 1011 TO 1014 LOTS 1011 TO 1014 INCL WESTWOOD SUB OF VAN ALSTINE FARM T2S R10E L40 P29, 30 WCR (Property I.D. 44 022 01 1011 302), 30J1015 LOTS 1015 TO 1020 WESTWOOD SUB OF VAN ALSTINE FARM T2S R10E L40 P29, 30 WCR (Property I.D. 44 022 01 1015 304), and 30J1021-1023 LOTS 1021 TO 1023 INCL WESTWOOD SUB OF VAN ALSTINE FARM T2S R10E L40 P29, 30 WCR (Property I.D. 44 022 01 1021 302). The City has had a Request for Proposals to purchase this property for Land Development. Zimcube, Inc. is a Real Estate Investment Company specializing in modular-style homes in the State of Michigan. They are looking to provide cost efficient, modern and durable homes for future homeowners/renters as well as commercial spaces for the City of Inkster.

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

These parcels are residential lots, located in the R1-B, One Family Residential Zone and are in need of Land Development.

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 put in a deposit of \$300.00, and is offering a total purchase price of \$28,650.00.

RESOLUTION

Authorization is hereby given for the sale of three (3) vacant residential lots which are located on the east side of Bayhan between Trowbridge St. and Carlysle Ave. and are legally described as 30J 1011 TO 1014 LOTS 1011 TO 1014 INCL WESTWOOD SUB OF VAN ALSTINE FARM T2S R10E L40 P29, 30 WCR (Property I.D. 44 022 01 1011 302), 30J1015 LOTS 1015 TO 1020 WESTWOOD SUB OF VAN ALSTINE FARM T2S R10E L40 P29, 30 WCR (Property I.D. 44 022 01 1015 304), and 30J1021-1023 LOTS 1021 TO 1023 INCL WESTWOOD SUB OF VAN ALSTINE FARM T2S R10E L40 P29, 30 WCR (Property I.D. 44 022 01 1021 302), also known as Vacant Lots Bayhan, in the amount of \$28,650.00 to Zimcube, Inc./Guasia Jones, subject to the following conditions:

Complete closing on the property within thirty (30) days by paying the balance of the price of the sale (\$28,350.00), paying the cost of recording the deed (\$54.00), 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:

1

My Big Walk In Closet, corp

19926 Roselawn st.

Detroit, MI 48221

Contact info:

Zimcube Inc. / My Big Walk in Closet Corp mybigwalkincloset@gmail.com

(347) 833-8851

INKSTER CONTAINER HOME PROPOSAL

October 2020



C

Overview

Zimcube Inc/My Big Walk in Closet corp is a real estate investment company specializing in modular style homes in the state of Michigan (and expanding). We see an opportunity for a great partnership to develop the City of Inkster and provide cost efficient, modern and durable homes for future homeowners/renters as well as commercial spaces for the community.

We are currently building 12-16 modular homes in the Warren and Detroit areas of Michigan with a prospective completion date of April 2021. These homes will be similar to the homes that we will build in Inkster. We also plan to build modular commercial spaces for schools, restaurants and large chain grocery stores, department stores and etc.

Zimcube inc. is an all around entity that helps homeowners achieve the American dream through modular living. We have programs for potential residents to rent to own and lease to own; credit restoration programs; first time homeowner classes and we also offer military discounts.

Our product is affordable, durable and modern and will help give Inkster an updated and more modern look. Following this project, many areas of Inkster will be a world-class urban city with secure, attractive residential and commercial neighborhoods.

DEVELOPMENTAL PLANS:

1. **Obtain Several Lots In the City of Detroit:** We have requested to purchase 3 parcels on on Bayhan St in which we will build about 10-15 single family container town homes. Parcel #- 44022011015304 , 44022011021302, 44022011011302
2. **Build sustainable single/multi family homes :** We plan on building a row of multifamily homes/condos within this specific areas of Inkster. Each unit will be about 1,500 sqft and have atleast 2-4 bedrooms and 1 bath. We will build a variety of 3-5 bed and 2 bath homes as well. An example is pictured below.



Proposed Scope

1. **Residential** - Traditional neighborhood development , including compact residential and mixed use commercial.
2. **Recreation** - we plan to offer commercial space for recreational activities such as parks, community centers, and open fields for sporting events.
3. **Retail** - Container commercial spaces can offer space for restaurants, shopping centers, small business spaces and department stores.

Building Cost : The average container home will cost about \$50,000-80,000 to build from excavation to vertical build, depending on the finishes. We plan on building the first few homes on the Bayhan street lots and hope to extend the build to other areas of Inkster. The projected build time is 6-8 weeks for each house and we see a completion date of December 2021 to finish both lots. We will sell each unit for \$175,000

Financing: We have crowdfunded over \$190,000 to purchase our base containers, lots and materials. Here below if our proof of funds.

Invoice Number	155-10-71
Invoice Date	7/14/2014
Payment Terms	Net 30 Days
Invoice Amount	14,114.00
Created By	CR

Billing Address
 Tropicana
 751255 255 1576 11 2
 84110 1 17

Shipping Address
 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100 101 102 103 104 105 106 107 108 109 110 111 112 113 114 115 116 117 118 119 120 121 122 123 124 125 126 127 128 129 130 131 132 133 134 135 136 137 138 139 140 141 142 143 144 145 146 147 148 149 150 151 152 153 154 155 156 157 158 159 160 161 162 163 164 165 166 167 168 169 170 171 172 173 174 175 176 177 178 179 180 181 182 183 184 185 186 187 188 189 190 191 192 193 194 195 196 197 198 199 200 201 202 203 204 205 206 207 208 209 210 211 212 213 214 215 216 217 218 219 220 221 222 223 224 225 226 227 228 229 230 231 232 233 234 235 236 237 238 239 240 241 242 243 244 245 246 247 248 249 250 251 252 253 254 255 256 257 258 259 260 261 262 263 264 265 266 267 268 269 270 271 272 273 274 275 276 277 278 279 280 281 282 283 284 285 286 287 288 289 290 291 292 293 294 295 296 297 298 299 300 301 302 303 304 305 306 307 308 309 310 311 312 313 314 315 316 317 318 319 320 321 322 323 324 325 326 327 328 329 330 331 332 333 334 335 336 337 338 339 340 341 342 343 344 345 346 347 348 349 350 351 352 353 354 355 356 357 358 359 360 361 362 363 364 365 366 367 368 369 370 371 372 373 374 375 376 377 378 379 380 381 382 383 384 385 386 387 388 389 390 391 392 393 394 395 396 397 398 399 400 401 402 403 404 405 406 407 408 409 410 411 412 413 414 415 416 417 418 419 420 421 422 423 424 425 426 427 428 429 430 431 432 433 434 435 436 437 438 439 440 441 442 443 444 445 446 447 448 449 450 451 452 453 454 455 456 457 458 459 460 461 462 463 464 465 466 467 468 469 470 471 472 473 474 475 476 477 478 479 480 481 482 483 484 485 486 487 488 489 490 491 492 493 494 495 496 497 498 499 500 501 502 503 504 505 506 507 508 509 510 511 512 513 514 515 516 517 518 519 520 521 522 523 524 525 526 527 528 529 530 531 532 533 534 535 536 537 538 539 540 541 542 543 544 545 546 547 548 549 550 551 552 553 554 555 556 557 558 559 560 561 562 563 564 565 566 567 568 569 570 571 572 573 574 575 576 577 578 579 580 581 582 583 584 585 586 587 588 589 590 591 592 593 594 595 596 597 598 599 600 601 602 603 604 605 606 607 608 609 610 611 612 613 614 615 616 617 618 619 620 621 622 623 624 625 626 627 628 629 630 631 632 633 634 635 636 637 638 639 640 641 642 643 644 645 646 647 648 649 650 651 652 653 654 655 656 657 658 659 660 661 662 663 664 665 666 667 668 669 670 671 672 673 674 675 676 677 678 679 680 681 682 683 684 685 686 687 688 689 690 691 692 693 694 695 696 697 698 699 700 701 702 703 704 705 706 707 708 709 710 711 712 713 714 715 716 717 718 719 720 721 722 723 724 725 726 727 728 729 730 731 732 733 734 735 736 737 738 739 740 741 742 743 744 745 746 747 748 749 750 751 752 753 754 755 756 757 758 759 760 761 762 763 764 765 766 767 768 769 770 771 772 773 774 775 776 777 778 779 780 781 782 783 784 785 786 787 788 789 790 791 792 793 794 795 796 797 798 799 800 801 802 803 804 805 806 807 808 809 810 811 812 813 814 815 816 817 818 819 820 821 822 823 824 825 826 827 828 829 830 831 832 833 834 835 836 837 838 839 840 841 842 843 844 845 846 847 848 849 850 851 852 853 854 855 856 857 858 859 860 861 862 863 864 865 866 867 868 869 870 871 872 873 874 875 876 877 878 879 880 881 882 883 884 885 886 887 888 889 890 891 892 893 894 895 896 897 898 899 900 901 902 903 904 905 906 907 908 909 910 911 912 913 914 915 916 917 918 919 920 921 922 923 924 925 926 927 928 929 930 931 932 933 934 935 936 937 938 939 940 941 942 943 944 945 946 947 948 949 950 951 952 953 954 955 956 957 958 959 960 961 962 963 964 965 966 967 968 969 970 971 972 973 974 975 976 977 978 979 980 981 982 983 984 985 986 987 988 989 990 991 992 993 994 995 996 997 998 999 1000 1001 1002 1003 1004 1005 1006 1007 1008 1009 1010 1011 1012 1013 1014 1015 1016 1017 1018 1019 1020 1021 1022 1023 1024 1025 1026 1027 1028 1029 1030 1031 1032 1033 1034 1035 1036 1037 1038

Above is the invoice we created for a few single/multifamily family homes.

Once each home is completed we will be selling them or renting them out and refinancing them.

Our team has about 20 years of real estate construction, development and investing experience. We currently own a total of 10 properties in the Detroit area as well as Gary, Indiana.

Our architect : The architect that we will be using for this project is David Allen of D'Anna Associates located at 26520 Grandriver suite 101 Redford, MI 48240



CITY OF INKSTER

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

REQUEST FOR PROPOSALS LAND DEVELOPMENT

PROJECT SCOPE & TIMELINE:

The City of Inkster is soliciting proposals from qualified developers to develop ten (10) units within the city on the following parcels: 44-022-01-1011-302, 44-022-01-1015-304, and 44-022-01-1021-302. Combined 2.5 acres, and 109,270 square feet. Units will be built in the R1-B zone, and should conform with the City of Inkster Master Plan, and the City of Inkster Residential Target Market Analysis.

The City is requesting formal proposals to develop single family residential units.

The selected applicant will be expected to enter into a Developer Agreement with the City of Inkster. The development expectations will align with the below proposal requirements.

Sale of land will be **\$28,650**, for the accepted proposal.

CITY CONTACT:

Dennis Black – Interim Special Projects Director
313-768-6071
dblack@cityofinkster.com

PROPOSAL SUBMITTAL DEADLINE & PROCESS:

We encourage drive-by visits of the property.

If you would like to schedule a meeting please send email to dblack@cityofinkster.com.

An electronic copy of the proposal must be received via email at dblack@cityofinkster.com. Proposals will be reviewed by an evaluation committee from various City departments and final approval will be given by City Council. **Applications will be accepted until Friday, August 28th, 2020 by 5pm via email ONLY.**

SCOPE OF SERVICES REQUESTED:

Development of the following buildable lots: 44-022-01-1011-302, 44-022-01-1015-304, and 44-022-01-1021-302

SELECTION CRITERIA:

1. Experience as related to land development.
2. Documented prior experience in handling project(s) of similar size and scope;
3. Meets qualifications set forth in this RFP.



CITY OF INKSTER

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

PROPOSAL REQUIREMENTS:

1. Firm name, address, primary contact person, telephone and e-mail contact information. Name and address of all vendor parties.
2. Describe restoration schedule and timeframe.
3. Provide estimate of rehabilitation expectation of expenses.
4. Provide history of commercial restoration
5. Describe the specific role the applicant will perform regarding the project. Joint ventures designed to provide an overall "team" approach are encouraged but any such partner(s) and their role need to be identified and described. The specific party in a joint venture who is responsible for this proposal must be identified.
6. Statement of any known conflicts of interest by members of the project team with the City, its officials and professional staff.

STANDARD TERMS AND CONDITIONS:

To enhance the City's understanding of the Proposals received and to allow reasonable interpretation of the Proposals, the City may request that the applicant submit explanation, substantiation or clarification of certain aspects of the submitted proposal. The City may request and allow applicants the opportunity to eliminate minor irregularities, informalities, or apparent clerical mistakes in submittal.

Proposals submitted are offers only, and the decision to accept or reject is a function of quality, reliability, capability, reputation, and expertise of the firms/individuals submitting proposals. Issuance of this RFP does not obligate the City to pay any costs incurred by a respondent in its submission of a proposal or making any necessary studies or designs for the preparation of that proposal, or for procuring or contracting for the services to be furnished under this RFP. The City reserves the right to accept the proposal that is, in its judgment, the best and most favorable to the interests of the City and to the public; to reject the proposal with the lowest consultant fee; to accept any item of any proposal; to reject any and all proposals; and to waive irregularities and informalities in any proposal submitted or in the RFP process; provided, however, that the waiver of any prior defect or informality shall not be considered a waiver of any future or similar defect or informality. Firms should not rely upon, or anticipate, such waivers in submitting their proposal. The City Council has the ultimate authority to approve any proposal and to authorize execution of the Agreement.

REQUEST FOR COUNCIL ACTION

To: Patrick Wimberly, Mayor

Date: November 24, 2020

From: Jerome Bivins, DPS Director

Date for Council's Consideration: December 21, 2020

ACTION REQUESTED: Consider authorizing the Director of DPS, as a representative of the City, to make an application to the Wayne County Department of Public Services for necessary annual permit to occupy the Right-Of-Way of County Roads on behalf of the city of Inkster. Consider adopting the attached resolution to be submitted to Wayne County as part of requirements to submit the permit application.

Current Action ☒ X _____ Emergency _____ Future _____

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

Mayor's Approval _____

BACKGROUND:

The Annual Permit to occupy the Right-Of-Way of County Roads is required from Wayne County for sanitary sewer and water-main inspections, repair and routine maintenance, dust palliative, calcium and salt applications, sidewalk repair and replacement. Any infrastructure within the Right-Of-Way requires a permit from Wayne County.

SCOPE OF SERVICES:

To conduct emergency repairs and annual maintenance work on Local and County Roads located entirely within the boundaries of the Community. As needed to maintain the roads in reasonable conditions, safety, and convenience for public travel.

JUSTIFICATION:

Wayne County requirements to occupy the Right-Of-Way of County Roads.

PROJECT IMPROVEMENTS:

N/A

COSTS:

N/A

PROJECTED TIME TABLE:

Resolution will be submitted as part of application upon adoption by Mayor and Council.

RESOLUTION:

Authorization is hereby given to the Director of DPS, as a representative of the City of Inkster, to make application to the Wayne County Department of Public Services for necessary annual permit to occupy the Right-Of-Way of County Roads on behalf of the City of Inkster. Consider adopting the attached resolution to be submitted to Wayne County as part of requirements to submit the permit application.

Resolved by _____

Seconded by _____

Yes:

No:

Absent:



**Wayne County Department of Public Services
Engineering Division – Permit Office
Banner Attachment for Municipalities
Guidelines**

Pursuant to MCL §247.323, a permit for installation of any banner to be placed within or over County road right-of-way may be issued to a governing body of a city, incorporated village or township. Commercial signs shall not be permitted within the right-of-way of any road under the jurisdiction of the Wayne County.

A permit, authorizing the placement of banners within the County right-of-way may be issued if an annual Special Events Permit was previously executed with an associated blanket resolution. For each event, the Permit Holder shall submit a written request at least ten (10) business days prior to the placement of banner(s). Each request shall be submitted on municipal letterhead and include the following information:

- a) The activity in connection with which the banner is to be placed;
- b) The location of the proposed installation, including distance to overhead traffic control devices;
- c) A description of the banner, including any legend or symbol thereon;
- d) The height of any overhead banner from the road surface to its lowest point;
- e) The dates the banner will be erected and removed. This period shall not exceed a time specified by the Permit Office. An acceptable period of time for banners to be in place is a total of three (3) weeks, except for Holiday decorations which may be in place for eight (8) weeks;
- f) Such other information as the Permit Office may deem necessary.

Upon approval of the request, a permit will be issued authorizing the special event activities.

Design & Placement Requirements

- a) Any banner shall be designed, installed and located so as to avoid danger to those using the road or undue interference with the free movement of traffic or maintenance operations.
- b) Any banner shall be securely fastened so as to have a minimum bottom height of 18 feet above the surface of the traveled way, shall be placed no closer than 100 feet in advance of flashing beacons or traffic control signals and shall be placed so as to not obstruct a clear view of traffic lights, signals or other traffic control devices.
- c) Banners shall not be attached to trees.
- d) No banner shall have displayed thereon any legend or symbol which may in any way be construed to advertise or otherwise promote the sale of or publicize any merchandise or commodity, or which may be construed to be political in nature.
- e) No banner shall have displayed thereon any device that is or purports to be an imitation of, resembles or may be mistaken for a traffic control device or which attempts to direct the movement of traffic.
- f) No banner shall be above ground figures, signs or other structures, objects or devices whether lit or unlit.
- g) Decorations shall not include flashing lights, reflective materials or other devices that may distract motorists.

Permit Conditions

- a) Any authorization may be revoked by the Permit Office if the banner placement becomes dangerous to those using the road or unduly interferes with the free movement of traffic or maintenance operations.
- b) The city, village or township making application shall faithfully fulfill all permit requirements.

An addendum authorization may be revoked by the Permit Office upon failure to comply with any permit conditions.

Revised: October 14, 2009



**Wayne County Department of Public Services
Engineering Division – Permit Office**

**Annual Special Events for Municipalities
Road Closure/Detour Guidelines**

An Annual Permit granting permission to temporarily close a County road for a reasonable length of time for a parade, marathon, celebration, festival or similar activity, or to use a County road as a detour for traffic around such activity taking place on a non-County road may be issued by the Permit Office to a governing body of a city, incorporated village or township.

A permit, granting authorization to close County roads and to set detours over County roads may be issued if an annual Special Events Permit was previously executed with an associated blanket resolution. For each event, the Permit Holder shall submit a written request at least ten (10) business days prior to the commencement of a road closure. Each request shall be submitted on municipal letterhead and include the following information:

- a) The nature of the activity for which the permit is requested;
- b) The dates and times it is proposed to close and reopen the County road to traffic;
- c) The roads and/or portions of roads to be closed;
- d) The proposed detour route or routes, including a map if necessary to clearly describe the proposed detour.

The written request shall be sent to the following offices:

Wayne County Permit Office
33809 Michigan Ave
Wayne MI 48184

Wayne County Division of Roads
Traffic Operations Office
29900 Goddard Road
Romulus MI 48242

Upon approval of the request, a permit will be issued authorizing the special event activities.

Permit Conditions:

1. All roads temporarily closed under the permit shall be County local roads, as certified under Act 51, P.A. 1951, with residential frontage exclusive of section line (mile roads), quarter section line (collector roads) and border line roads.
2. Road closures authorized under the permit shall not be for the purpose of allowing private commercial activities such as advertising or the sale of goods, wares or produce.
3. The Permit Holder, at no expense to the County, shall provide any necessary police supervision.
4. Road closures authorized under the permit shall not have the effect of depriving property which is not adjacent to the section of road being closed from continuous uninterrupted access to the main public road system.
5. The closure or partial closure of the road and any detour route selected shall allow alternative routes for the reasonably safe and convenient movement of traffic.
6. Road closures authorized by the permit shall not exceed the approved duration, generally between 24 and 72 hours.
7. The Permit Holder shall, at no expense to the County, install, maintain and remove all traffic control devices required for the temporary road closure and detour routes.
8. All traffic control devices installed in conjunction with the road closure or partial closure and any detour route shall conform to the provisions of the current MMUTCD.
9. The Permit Holder shall, at its sole expense, immediately following conclusion of the permitted activity clean up and remove any litter, debris, refuse, etc., placed or left in the right-of-way as a result of the permitted activity. In the event that the Permit Holder fails to clean up as required, causing Wayne County to do the cleanup work, the Permit Holder shall reimburse Wayne County any costs incurred to restore the right-of-way.
10. The Permit Holder acknowledges that the County may, at its sole discretion, deny any road closure proposed under the permit.

Revised: October 7, 2008



Wayne County Department of Public Services Engineering Division – Permit Office

Conditions & Limitations of Permits

Plan Approval and Specifications: All work performed under the permit shall be done in accordance with the approved plans, specifications, maps, statements and special conditions filed with the County and shall comply with Wayne County Specifications, as defined in the current Standard Plans for Permit Construction, as modified by WCDFS Special Provisions, and other WCDFS specifications. Any situation or problem which occurs as a result of the construction, operation, use and/or maintenance of the facility in the right-of-way and is not covered by the approved plans nor by the County's current Standards and Specifications shall be resolved by the Permit Holder as directed and approved by the Permit Office. Any significant change to the plans must be approved by the Permit Office and is authorized only when an approved addendum is obtained from the Permit Office.

Fees: The Permit Holder shall be responsible for all fees and costs incurred by the County in connection with the permit and shall deposit payment for fees and costs as determined by the County at the time the permit is issued.

Bond: The Permit Holder shall furnish a bond in cash or Certified check in an amount acceptable to the County to guarantee performance under the conditions of the permit. The County may use all or any portion of the bond which shall be necessary to cover any expenses, including inspection costs or damage incurred by the County through the granting of the permit. Should the bond be insufficient to cover the expenses and damages incurred by the County, the Permit Holder shall pay such deficiency upon billing by the County. If the bond amount exceeds the expenses and damages incurred by the County, the excess portion will be returned to the Depositor. The excess performance bond provided for herein, when it cannot be returned, shall be deposited into the County Road Fund and become a part thereof, unless claimed by the Depositor within one year of the date of satisfactory completion of the construction authorized by the permit.

Insurance: The Permit Holder shall furnish proof of liability and property damage insurance in the form and amounts acceptable to the County with Wayne County named as an insured party. The Permit Holder shall maintain this insurance until the permit is released, revoked or cancelled by the County.

Indemnification / Hold Harmless: Sub-Section 1 herein applies to all Permit Holders except Municipalities. Sub-Section 2 herein applies to Municipalities only.

1. To the extent allowed by law, the Permit Holder shall indemnify, hold harmless and defend Wayne County, its Department of Public Services, its officials and employees against any and all claims, suits and judgments to which the County, the Department, its officials and employees may be subject and for all costs and actual attorney fees which may be incurred on account of injury to persons or damage to property, including property of the County, whether due to negligence of the Permit Holder or to the joint negligence of the Permit Holder and the County, arising out of any and all work performed under the permit, or in connection with work not authorized by the permit, or resulting from failure to comply with the terms of the permit or arising out of the continued existence of the work product that is the subject of the permit. This hold harmless provision must not be construed as a waiver of any governmental immunity by the County.
2. To the extent allowed by law, the Municipality as Permit Holder shall hold harmless and defend Wayne County, its Department of Public Services, its officials and employees, for the Municipality's own negligence, tortious acts, errors, or omissions, and the acts, errors, or omissions of any of its employees, on account of injury to persons or damage to property, including property of the County, arising out of any and all work performed under the permit, or in connection with work not authorized by the permit, or resulting from failure to comply with the terms of the permit or arising out of the continued existence of work product that is the subject of the permit. Sub-section 1 above applies to contractors, subcontractors, consultants, or agents of the Municipality. This hold harmless provision must not be construed as a waiver of any governmental immunity by the County or the Municipality's, as provided by statute or modified by court decisions.

Permit on Site: The Permit Holder shall keep available a copy of the permit and any associated approved plans on site during permitted activities.

Notification for Start and Completion of Work: The permit shall not become operative until it has been fully executed by the County. The Permit Holder shall notify the County before starting construction and shall notify the County when work is completed. The Permit Holder or their representative shall have copies of the executed permit and approved plans in their possession on the job site at all times.

1. The Permit Holder shall provide at least three (3) days advanced notice, excluding Saturdays, Sundays and holidays, to the Permit Office prior to the commencement of any permitted activities by submitting a **START OF WORK NOTIFICATION** form by mail, fax or e-mail. In certain instances, additional notice may be required by the Permit Office. In the event that construction work ceases for a period of time, then the Permit Holder shall notify the Wayne County Inspector at least 24 hours prior to resuming work.
2. The Permit Holder shall comply with all requirements of the Mias Dég Statute, MCL 460.701 at seq., as amended. The Permit Holder shall call "911" at (800) 482-7161, at least 72 hours, excluding Saturdays, Sundays and holidays, but not more than twenty-one (21) calendar days, before starting any underground work. The Permit Holder assumes all responsibility for damage to or interruption of underground utilities.
3. The Permit Holder shall call Wayne County Department of Public Services' Traffic Operations Office at (734) 955-2134, at least 72 hours prior, excluding Saturdays, Sundays and holidays, but not more than twenty-one (21) calendar days, before starting any underground work in the vicinity of any traffic signal equipment owned, operated or maintained by Wayne County.

Safety: The Permit Holder agrees that all work under the permit shall be performed in a safe manner and to keep the area affected by the permit in a safe condition until the work is completed and accepted by the County. The Permit Holder shall furnish, install and maintain all necessary traffic controls and protection which are in accordance with the current Manual on Uniform Traffic Control Devices (MUTCD). The Permit Holder shall conduct all activities and maintain all facilities as set forth in the permit in a manner so as not to damage, impair, interfere with, or obstruct a public road or create a foreseeable risk of harm to the traveling public. The Permit Holder shall comply with all applicable OSHA and MIOSHA requirements.

Underground Utilities: The Permit Holder shall contact all utility owners regarding their facilities prior to starting work and shall comply with all applicable provisions of Act 53, Public Acts of 1974, as amended. Wayne County makes no warranty either expressed or implied as to the condition or suitability of subsurface conditions or any existing facility which may be encountered during an excavation. The presence or absence of utilities is based on the best information available and the County is not responsible for the accuracy of this information. The Permit Holder assumes all responsibility for the interruption and damage to underground utilities. The Permit Holder is responsible for proper disposal, in accordance with current regulations, of any material excavated from within the right-of-way. Such materials include, without limitation, soils or groundwater contaminated by petroleum products or other pollutants associated with sites identified by the MDOQ or reported on appropriate release forms for underground storage tanks.

Assignability: The permit is neither transferable nor assignable without the written consent of the County.

Limitation of Permit: The Applicant and the Permit Holder shall be responsible for obtaining and shall secure any permits or permission necessary or required by law from State, federal or other local governmental agencies and jurisdictions, corporations or individuals. These include, without limitation, those pertaining to drains, inland lakes and streams, wetlands, woodlands, flood plains, filing, noise regulation and hours of operation. Issuance of a Wayne County permit does not authorize activities otherwise regulated by State, federal or local agencies.

Access of Other Vehicles: The Permit Holder shall, at all times possible, maintain a minimum of one acceptable access to all abutting occupied properties, driveways and side streets unless otherwise specified on the approved plans. The Permit Holder shall notify all owners or occupants of properties whose access may be temporarily disrupted during the permitted work. The local police, fire or emergency service agencies shall define acceptable access. The Permit Holder shall provide signing and other improvements necessary to ensure adequate access until the roadway, driveway or side street is restored. The Permit Holder shall conduct all operations so as to minimize inconvenience to abutting property owners. Wayne County reserves the right to reasonably restrict the program of work by the Permit Holder based on the state of roadway and right-of-way restoration, including permanent or temporary pavement. Wayne County may require that work be suspended until satisfactory backfilling of open trenches or excavations has been completed and driveways, side streets and drainage restored.

Restoration: The Permit Holder agrees to restore the County road and road right-of-way, County drain easement or County park property to a condition equal to or better than its condition before work under the permit began. If the Permit Holder fails to satisfactorily restore the permitted work area, Wayne County may take all practical actions necessary to provide reasonably safe and convenient public travel, preservation of the roadway and drainage, prevention of soil erosion and sedimentation, and elimination of nuisance to abutting property owners caused by the permitted activity. Security in the form of cash, a certified check or surety bond shall be required to secure the cost of restoring the disturbed portion of the right-of-way to an acceptable safe condition. The amount of the security shall be determined by the Permit Office. In the event that a suspension of work will be protracted or that the work will not be completed by the Permit Holder, the Permit Holder shall restore the right-of-way to a condition similar to the condition that existed prior to issuance of the permit.

Acceptance: Acceptance by the County of work performed does not relieve the Permit Holder of full responsibility for work performed or the presence of the permitted facility. The Permit Holder acknowledges that the County has no liability for the presence of the Permit Holder's facility located within the County road right-of-way, County drain easement or County park property.

Permit Expiration and Extension of Time: All work authorized by the permit shall be completed to the satisfaction of the Permit Office on or before the expiration date specified in the permit. Any request for an extension of time for completion shall be on a completed County form and shall demonstrate good cause for granting the request. Additional requirements may be imposed as a condition of an extension of time due to seasonal limitations or other considerations. These additional requirements may include, without limitation, changes to materials or construction methods, reestablishment of fees, bonds, deposits and insurance requirements.

Responsibility: The design, construction, operation and maintenance of all work covered by the permit shall be at the Permit Holder's expense with the exception that the Permit Holder will not be responsible for maintaining road widening or similar facilities which become part of the County roadway.

Revocation: The permit may be suspended or revoked at the will of the County. Upon order of the County, the Permit Holder shall surrender the permit, cease operations and remove, alter or relocate, at their expense, the facilities for which the permit was granted. The Permit Holder expressly waives any right to claim damages for compensation resulting from the revocation of the permit.

Violation: The County may declare the permit null and void if the Permit Holder violates the terms of the permit. The County may require immediate removal of the Permit Holder's facilities and restoration of the County property, or the County may remove the facilities and restore the County property at the Permit Holder's expense. The Permit Holder agrees that in the event of a violation of the terms of the permit or in the event the work authorized by the permit is not satisfactorily completed by the permit expiration date, the County may use all or any portion of the performance bond to restore the County road right-of-way, drain easement, wastewater facility or park property as necessary for reasonably safe and efficient operations and maintenance, or to establish extraordinary maintenance procedures as required to ensure reasonably safe and efficient operation of the County facility.

Inspection and Testing of Materials: Wayne County reserves the right of inspection and the testing of materials by its authorized representatives of all permitted activities and/or activities within the road right-of-way, County owned property or within a County drain easement. All items identified by the final inspection shall be removed prior to release of the permit. All materials and methods utilized during the course of the authorized permit work shall meet the requirements of the current Standard Plans for Permit Construction, as modified by Wayne County Special Provisions, Standard Plans for Permit Construction and this manual. The Permit Holder shall reimburse Wayne County for all required inspections and testing of materials.

Design: The Permit Holder is fully responsible for the design of the permitted facility, such that the design shall be consistent with all applicable County standards, specifications, guidelines, requirements and with good engineering practice. Any errors in the plans that become evident after the issuance of a permit, and which change the scope of permitted work, are subject to review and may be grounds for revocation of the permit. The Permit Office will not relieve the Permit Holder of the responsibility of correcting errors, deficiencies, or omissions due to oversight or unforeseen contingencies such as faulty drainage, poor subsoil conditions or the failure of the Permit Holder's engineer to show all the related or pertinent conditions inside or outside the plan area.

Drainage: Drainage shall not be altered to flow into the road right-of-way or road drainage system unless approved by Wayne County.

Permit Holder Compliance: The Permit Holder shall abide by the conditions and limitations contained on the permit and all other conditions listed within the WCDFS Rules, Specifications and Procedures for Construction Permits. The application of any work undertaken under the permit shall constitute the Permit Holder's agreement to the Provision.

**MODEL COMMUNITY RESOLUTION
AUTHORIZING EXECUTION OF
WAYNE COUNTY PERMITS**

Resolution No. _____

At a Regular Meeting of the _____ (Name of
Community Governing Board) on _____ (date), the following
resolution was offered:

WHEREAS, the _____ (hereinafter the "Community") periodically applies to the County of Wayne Department of Public Services, Engineering Division Permit Office (hereinafter the "County") for permits to conduct emergency repairs, annual maintenance work, and for other purposes on local and County roads located entirely within the boundaries of the Community, as needed from time to time to maintain the roads in a condition reasonably safe and convenient for public travel;

WHEREAS, pursuant to Act 51 of 1951, being MCL 247.651 *et seq.*, the County permits and regulates such activities noted above and related temporary road closures;

NOW THEREFORE, BE IT RESOLVED, in consideration of the County granting such permit (hereinafter the "Permit"), the Community agrees and resolves that:

Any work performed for the Community by a contractor or subcontractor will be solely as a contractor for the Community and not as a contractor or agent of the County. Any claims by any contractor or subcontractor will be the sole responsibility of the Community. The County shall not be subject to any obligations or liabilities by vendors and contractors of the Community, or their subcontractors.

The Community shall take no unlawful action or conduct, which arises either directly or indirectly out of its obligations, responsibilities, and duties under the Permit which results in claims being asserted against or judgment being imposed against the County, and all officers, agents and employees thereof pursuant to a maintenance contract. In the event that same occurs, for the purposes of the Permit, it will be considered a breach of the Permit thereby giving the County a right to seek and obtain any necessary relief or remedy, including, but not by way of limitation, a judgment for money damages.

With respect to any activities authorized by Permit, when the Community requires insurance on its own or its contractor's behalf, it shall also require that such policy include as named insured the County of Wayne and all officers, agents and employees thereof.

The incorporation by the County of this Resolution as part of a permit does not prevent the County from requiring additional performance security or insurance before issuance of a Permit.

This Resolution stipulates that the requesting Community shall, at no expense to Wayne County, provide necessary police supervision, establish detours and post all necessary

signs and other traffic control devices in accordance with the Michigan Manual of Uniform Traffic Control Devices.

This Resolution stipulates that the requesting Community shall assume full responsibility for the cost of repairing damage done to the County road during the period of road closure or partial closure.

This Resolution shall continue in force from the date of execution until cancelled by the Community or the County with no less than thirty (30) days prior written notice to the other party. It will not be cancelled or otherwise terminated by the Community with regard to any Permit which has already been issued or activity which has already been undertaken.

The Community stipulates that it agrees to the terms of the County of Wayne permit at the time a permit is signed by the Community's authorized representative.

BE IT FURTHER RESOLVED, that the following individual(s) is/are authorized in their official capacity as the Community's authorized representative to sign and so bind the Community to the provisions of any and all permits applied for to the County of Wayne, Department of Public Services Engineering Division Permit Office for necessary permits from time to time to work within County road right-of-way or local roads on behalf of the Community.

Name

Title

I HEREBY CERTIFY that the foregoing is a true and correct copy of a resolution adopted by the [Board of Trustees/City Council] of the _____
(name of Community), County of Wayne, Michigan, on _____

#305299-v2



Warren C. Evans
County Executive

Page 1 of 3

December 9, 2020

City Of Inkster
26900 Princeton St
Inkster, MI 48141-2314

RE: A-21059
2021 Annual Permit Package
Wayne County Department of Public Services
Engineering Division – Permit Office

Attention: Jerome Bivins

Enclosed is your Wayne County Annual Permit package. In an effort to expedite the process Wayne County DPS Engineering Division Permit Office is combining the Annual Maintenance Permit, Annual Pavement Restoration Permit, and Annual Special Events Permit into on single application.

1. **Annual Maintenance Permit:** The annual permit authorizes the permit holder to occupy Wayne County road right-of-way for the purpose of inspection, repair and routine maintenance of the following facilities which are under its jurisdiction:
 - a. Sanitary sewer inspection, repair and routine maintenance;
 - b. Water main inspection, repair, routine maintenance and installation of residential and commercial water service connections (two-inch maximum diameter);
 - c. Other utilities (i.e. natural gas, electric or fiber optic);
 - d. Application of dust palliatives; and
 - e. Repair and replacement of existing sidewalks.
2. **Annual Pavement Restoration Permit:** The annual permit authorizes the permit holder to occupy Wayne County road right-of-way for the purpose of pavement repair and restoration.
3. **Annual Permit for Special Events:** The annual permit grants preliminary authorization to a municipality to perform the following:
 - a. Temporarily close a county road for a reasonable length of time for a parade, marathon, festival or similar activity;
 - b. To use a county road as a detour for traffic around such activity taking place on a non-county road; and/or
 - c. Place a temporary banner within the County right-of-way.

Department of Public Services – Permit Office
33809 Michigan Avenue, Wayne, MI 49184 • Phone (734) 858-2774 • Fax (734) 595-6356



In addition to the Annual Permit, this package also includes the applicable following attachments, which are incorporated by reference into the permit:

- A. Scope of Work and Conditions for Municipal Maintenance Permits, if applicable
- B. Annual Special Events Attachment for Municipalities, if applicable
- C. Banner Attachment for Municipalities, if applicable
- D. General Conditions and Limitations of Permits, if applicable
- E. Indemnity and Insurance Attachment, if applicable
- F. Model Community Resolution, if applicable

As a condition of the municipal annual permit, the County requires that the governing body pass a blanket resolution (sample with suggested language is included as an attachment) of approval which accomplishes the following:

- A. Agrees to fulfill all permit obligations and conditions
- B. To the extent allowed by law, hold harmless and defend Wayne County and its officials and employees against any and all damage claims, suits or judgments of any kind or nature arising as a result of the permitted activity
- C. Designates and authorizes an appropriate official of the requesting municipality to sign the permit on its behalf.

Additionally, the Permit Office requires that each municipality provide a written request on municipal letterhead at least (10) ten business days prior to the commencement of a road closure and/or banner placement. The written request should include all required information as specified in the appropriate attachments, "Annual Special Events for Municipalities" or "Annual Attachment for Banners". Upon approval, the permit office shall issue a permit authorizing the special event activities.

******For all Annual Permits please review the Insurance attachment carefully, since the Insurance requirements have been recently updated.***

The WCDPS Permit Office has published its manual, *Rules, Specifications and Procedures for Permit Construction*. The manual is also incorporated by reference into this annual permit and is available online at:

http://www.waynecounty.com/dps/construction_permits.htm

Please return the original permit, signed and dated by the person authorized and designated by the resolution, along with a certified copy of the resolution and a copy of your certificate of insurance, consistent with the requirements transmitted in this package.

Type the name of the designated signer below the signature line and submit these documents to:

Wayne County Department of Public Services
Permit Office
Attn: Ms. Randa Saghir
33809 Michigan Avenue
Wayne, MI 48184



Once received, the Permit Coordinator will validate your permit and return an executed copy to you for your files.

The *Scope of Work and Conditions for Municipal Maintenance Permits* requires that the Permit Holder submit monthly reports of all work performed under this permit. These reports should be faxed to (734) 595-6356.

Once received, an executed copy will be returned to you for your files. If you have any questions regarding this Annual Permit, please contact me at (734) 858-2774

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "Randa Saghir".

Randa Saghir
Administration Management

C: file

Attachments: Annual Permit
Scope of Work and Conditions for Municipal Maintenance Permits
Annual Special Events Attachment for Municipalities
Banner Attachment for Municipalities
General Conditions and Limitations of Permits
Indemnity and Insurance Attachment
Model Community Resolution

PERMIT OFFICE
33809 MICHIGAN AVE
WAYNE, MI 48184
PHONE (734) 595-8504
FAX (734) 595-8356

72 HOURS BEFORE ANY
CONSTRUCTION, CALL
Various Staff
(734) 595-8504, Ext: 2009
FOR INSPECTION



WAYNE COUNTY
DEPARTMENT OF PUBLIC SERVICES
PERMIT TO CONSTRUCT, OPERATE, USE AND/OR MAINTAIN

PERMIT No.
A-21059
ISSUE DATE
1/1/2021
EXPIRES
12/31/2021
REVIEW No.
WORK ORDER
79641

PROJECT NAME
INKSTER - MAINTENANCE

LOCATION
VARIOUS ROADS ()

PERMIT HOLDER
CITY OF INKSTER
28900 PRINCETON ST
INKSTER, MI 48141-2314

CONTRACTOR

CITY/TWP
INKSTER

CONTACT
JEROME BIVINS

(313) 563-8774

CONTACT
<BLANK>

DESCRIPTION OF PERMITTED ACTIVITY

(72 HOURS BEFORE YOU DIG, CALL MISS DIG 1-800-482-7101, www.missdig.org)

TO OCCUPY THE RIGHT-OF-WAY OF COUNTY ROADS FOR THE BELOW ACTIVITIES:

1. SANITARY SEWER INSPECTION, REPAIR AND ROUTINE MAINTENANCE.
2. WATERMAIN INSPECTION, REPAIR AND ROUTINE MAINTENANCE.
3. DUST PALLATIVE, CALCIUM & SALT APPLICATIONS.
4. SIDEWALK REPAIR AND REPLACEMENT.
5. TO PERFORM STREET SWEEPING OPERATIONS DURING DAYLIGHT HOURS ONLY.

REFER TO ATTACHMENTS REFERENCED BELOW FOR ANNUAL PERMIT REQUIREMENTS AND CONDITIONS.
ALL ATTACHMENTS ARE INCORPORATED BY REFERENCE AS PART OF THIS PERMIT.

PAVEMENT REPAIRS REQUIRE A SEPARATE PERMIT AND ARE NOT TO BE COMPLETED UNDER THE TERMS OF THIS ANNUAL PERMIT.

PERMIT HOLDER AGREES TO SUBMIT MONTHLY REPORTS OF WORK PERFORMED UNDER THIS PERMIT.

ALL ACTUAL INSPECTION COSTS, INCLUDING OVERTIME, SUPERVISION, TESTING OF MATERIAL AND EMERGENCY WORK, IF REQUIRED,
SHALL BE BILLED.

FINANCIAL SUMMARY

PERMIT FEE	\$0.00
PLAN REVIEW FEE	\$0.00
PARK FEE	\$0.00
OTHER FEE	\$0.00
BOND	\$0.00
INSPECTION DEPOSIT	\$0.00
OTHER BOND	\$0.00
TOTAL COSTS	\$0.00

DEPOSITOR

LETTER OF CREDIT DEPOSITOR

TOTAL CHECK AMOUNT

\$0.00

CASHIER

DATE

1/1/2021

APPROVED PLANS PREPARED BY

PLANS APPROVED BY

DATE PLANS APPROVED

1/1/2021

REQUIRED ATTACHMENTS

GENERAL CONDITIONS
SCOPE OF WORK AND CONDITIONS FOR
MUNICIPAL MAINTENANCE PERMITS
INDEMNITY AND INSURANCE ATTACHMENT
SAMPLE COMMUNITY RESOLUTION
RULES, SPECIFICATIONS AND PROCEDURES
FOR PERMIT CONSTRUCTION - AVAILABLE
ONLINE AT

www.waynecounty.com/dps_engineering_office.htm

(PERMIT VALID ONLY IF ACCOMPANIED
BY ABOVE ATTACHMENTS)

In consideration of the Permit Holder and Contractor agreeing to abide and conform with all the terms and conditions herein, a Permit is hereby issued to the above named to Construct, Operate, Use and/or Maintain within the Road Right of Way, County Easement, and/or County Property. The permitted work described above shall be accomplished in accordance with the Approved Plans, Maps, Specifications and Statements filed with the Permit Office which are integral to and made part of this Permit. The General Conditions as well as any Required Attachments are incorporated as part of this Permit.

WAYNE COUNTY DEPARTMENT OF PUBLIC SERVICES

JEROME BIVINS
PERMIT HOLDER / AUTHORIZED AGENT

DATE

PREPARED BY

<BLANK>
CONTRACTOR / AUTHORIZED AGENT

DATE

VALIDATED BY

DATE

REQUEST FOR COUNCIL ACTION

To: Patrick Wimberly, Mayor

Date: November 24, 2020

From: Jerome Bivins, DPS Director

Date for Council's Consideration: December 21, 2020

ACTION REQUESTED: Consider authorizing the Director of DPS, as a representative of the City, to make an application to the Wayne County Department of Public Services for necessary annual permit to allow temporary closure of certain Local and County Roads for specified period in accordance with all general and special conditions of this permit on behalf of the City of Inkster. Consider adopting the attached resolution to be submitted to Wayne County as part of requirements to submit the permit application.

Current Action X Emergency Future

Funds Budgeted: If Yes Account # No N/A

Mayor's Approval

BACKGROUND:

The Annual Permit to allow temporary closure of Local and County Roads is required from Wayne County to conduct parades, block parties, marathons, celebrations, festivals, and install banners within the county road Right-Of-Way.

SCOPE OF SERVICES:

To allow the City of Inkster to close Local and County Roads for special event entirely within the boundaries of our Community and to install banners where permitted on the County road Right-Of-Way.

JUSTIFICATION:

Wayne County requirement to allow temporary closure of certain Local and County Roads with a three (3) working days' notice prior to any closure.

PROJECT IMPROVEMENTS:

N/A

COSTS:

N/A

PROJECTED TIME TABLE:

Resolution will be submitted as part of application upon adoption by Mayor and Council resolution.

RESOLUTION:

Authorization is hereby given to the Director of DPS, as a representative of the City of Inkster, to make application to the Wayne County Department of Public Services for necessary annual permit to allow temporary closure of certain Local and County Roads for specified period in accordance with all general and special conditions of this permit on behalf of the City of Inkster. Consider adopting the attached resolution to be submitted to Wayne County as part of requirements to submit the permit application.

Resolved by

Seconded by

Yes:

No:

Absent:



**Wayne County Department of Public Services
Engineering Division – Permit Office
Banner Attachment for Municipalities
Guidelines**

Pursuant to MCL §247.323, a permit for installation of any banner to be placed within or over County road right-of-way may be issued to a governing body of a city, incorporated village or township. Commercial signs shall not be permitted within the right-of-way of any road under the jurisdiction of the Wayne County.

A permit, authorizing the placement of banners within the County right-of-way may be issued if an annual Special Events Permit was previously executed with an associated blanket resolution. For each event, the Permit Holder shall submit a written request at least ten (10) business days prior to the placement of banner(s). Each request shall be submitted on municipal letterhead and include the following information:

- a) The activity in connection with which the banner is to be placed;
- b) The location of the proposed installation, including distance to overhead traffic control devices;
- c) A description of the banner, including any legend or symbol thereon;
- d) The height of any overhead banner from the road surface to its lowest point;
- e) The dates the banner will be erected and removed. This period shall not exceed a time specified by the Permit Office. An acceptable period of time for banners to be in place is a total of three (3) weeks, except for Holiday decorations which may be in place for eight (8) weeks;
- f) Such other information as the Permit Office may deem necessary.

Upon approval of the request, a permit will be issued authorizing the special event activities.

Design & Placement Requirements

- a) Any banner shall be designed, installed and located so as to avoid danger to those using the road or undue interference with the free movement of traffic or maintenance operations.
- b) Any banner shall be securely fastened so as to have a minimum bottom height of 18 feet above the surface of the traveled way, shall be placed no closer than 100 feet in advance of flashing beacons or traffic control signals and shall be placed so as to not obstruct a clear view of traffic lights, signals or other traffic control devices.
- c) Banners shall not be attached to trees.
- d) No banner shall have displayed thereon any legend or symbol which may in any way be construed to advertise or otherwise promote the sale of or publicize any merchandise or commodity, or which may be construed to be political in nature.
- e) No banner shall have displayed thereon any device that is or purports to be an imitation of, resembles or may be mistaken for a traffic control device or which attempts to direct the movement of traffic.
- f) No banner shall be above ground figures, signs or other structures, objects or devices whether lit or unlit.
- g) Decorations shall not include flashing lights, reflective materials or other devices that may distract motorists.

Permit Conditions

- a) Any authorization may be revoked by the Permit Office if the banner placement becomes dangerous to those using the road or unduly interferes with the free movement of traffic or maintenance operations.
- b) The city, village or township making application shall faithfully fulfill all permit requirements.

An addendum authorization may be revoked by the Permit Office upon failure to comply with any permit conditions.

Revised: October 14, 2008



**Wayne County Department of Public Services
Engineering Division – Permit Office**

**Annual Special Events for Municipalities
Road Closure/Detour Guidelines**

An Annual Permit granting permission to temporarily close a County road for a reasonable length of time for a parade, marathon, celebration, festival or similar activity, or to use a County road as a detour for traffic around such activity taking place on a non-County road may be issued by the Permit Office to a governing body of a city, incorporated village or township.

A permit, granting authorization to close County roads and to set detours over County roads may be issued if an annual Special Events Permit was previously executed with an associated blanket resolution. For each event, the Permit Holder shall submit a written request at least ten (10) business days prior to the commencement of a road closure. Each request shall be submitted on municipal letterhead and include the following information:

- a) The nature of the activity for which the permit is requested;
- b) The dates and times it is proposed to close and reopen the County road to traffic;
- c) The roads and/or portions of roads to be closed;
- d) The proposed detour route or routes, including a map if necessary to clearly describe the proposed detour.

The written request shall be sent to the following offices:

Wayne County Permit Office
33809 Michigan Ave
Wayne MI 48184

Wayne County Division of Roads
Traffic Operations Office
29900 Goddard Road
Romulus MI 48242

Upon approval of the request, a permit will be issued authorizing the special event activities.

Permit Conditions:

1. All roads temporarily closed under the permit shall be County local roads, as certified under Act 51, P.A. 1951, with residential frontage exclusive of section line (mile roads), quarter section line (collector roads) and border line roads.
2. Road closures authorized under the permit shall not be for the purpose of allowing private commercial activities such as advertising or the sale of goods, wares or produce.
3. The Permit Holder, at no expense to the County, shall provide any necessary police supervision.
4. Road closures authorized under the permit shall not have the effect of depriving property which is not adjacent to the section of road being closed from continuous uninterrupted access to the main public road system.
5. The closure or partial closure of the road and any detour route selected shall allow alternative routes for the reasonably safe and convenient movement of traffic.
6. Road closures authorized by the permit shall not exceed the approved duration, generally between 24 and 72 hours.
7. The Permit Holder shall, at no expense to the County, install, maintain and remove all traffic control devices required for the temporary road closure and detour routes.
8. All traffic control devices installed in conjunction with the road closure or partial closure and any detour route shall conform to the provisions of the current MMUTCD.
9. The Permit Holder shall, at its sole expense, immediately following conclusion of the permitted activity clean up and remove any litter, debris, refuse, etc., placed or left in the right-of-way as a result of the permitted activity. In the event that the Permit Holder fails to clean up as required, causing Wayne County to do the cleanup work, the Permit Holder shall reimburse Wayne County any costs incurred to restore the right-of-way.
10. The Permit Holder acknowledges that the County may, at its sole discretion, deny any road closure proposed under the permit.

Revised: October 7, 2008



Wayne County Department of Public Services Engineering Division – Permit Office

Conditions & Limitations of Permits

Plan Approval and Specifications: All work performed under the permit shall be done in accordance with the approved plans, specifications, maps, statements and special conditions filed with the County and shall comply with Wayne County Specifications, as defined in the current Wayne County Specifications, as modified by WCOPS Special Provisions, and other WCOPS specifications. Any situation or problem which occurs as a result of the construction, operation, use and/or maintenance of the facility in the right-of-way and is not covered by the approved plans nor by the County's current Standards and Specifications shall be resolved by the Permit Holder as directed and approved by the Permit Office. Any significant change to the plans must be approved by the Permit Office and is authorized only when an approved addendum is obtained from the Permit Office.

Fees: The Permit Holder shall be responsible for all fees and costs incurred by the County in connection with the permit and shall deposit payment for fees and costs as determined by the County at the time the permit is issued.

Bond: The Permit Holder shall furnish a bond in cash or Certified check in an amount acceptable to the County to guarantee performance under the conditions of the permit. The County may use all or any portion of the bond which shall be necessary to cover any expense, including inspection costs or damage incurred by the County through the granting of the permit. Should the bond be insufficient to cover the expenses and damages incurred by the County, the Permit Holder shall pay such deficiency upon billing by the County. If the bond amount exceeds the expenses and damages incurred by the County, the excess portion will be returned to the Depositor. The excess performance bond provided for herein, when it cannot be returned, shall be deposited into the County Road Fund and become a part thereof, unless claimed by the Depositor within one year of the date of satisfactory completion of the construction authorized by the permit.

Insurance: The Permit Holder shall furnish proof of liability and property damage insurance in the form and amounts acceptable to the County with Wayne County named as an insured party. The Permit Holder shall maintain this insurance until the permit is released, revoked or annulled by the County.

Indemnification / Hold Harmless: Sub-Section 1 herein applies to all Permit Holders except Municipalities. Sub-Section 2 herein applies to Municipalities only.

1. To the extent allowed by law, the Permit Holder shall indemnify, hold harmless and defend Wayne County, its Department of Public Services, its officials and employees against any and all claims, suits and judgments to which the County, the Department, its officials and employees may be subject and for all costs and actual attorney fees which may be incurred on account of injury to persons or damage to property, including property of the County, whether due to negligence of the Permit Holder or to the joint negligence of the Permit Holder and the County, arising out of any and all work performed under the permit, or in connection with work not authorized by the permit, or resulting from failure to comply with the terms of the permit or arising out of the continued existence of the work product that is the subject of the permit. This hold harmless provision must not be construed as a waiver of any governmental immunity by the County.
2. To the extent allowed by law, the Municipality as Permit Holder shall hold harmless and defend Wayne County, its Department of Public Services, its officials and employees, for the Municipality's own negligence, tortious acts, errors, or omissions, and the acts, errors, or omissions of any of its employees, on account of injury to persons or damage to property, including property of the County, arising out of any and all work performed under the permit, or in connection with work not authorized by the permit, or resulting from failure to comply with the terms of the permit or arising out of the continued existence of work product that is the subject of the permit. Sub-section 1 above applies to contractors, subcontractors, consultants, or agents of the Municipality. This hold harmless provision must not be construed as a waiver of any governmental immunity by the County or the Municipality's, as provided by statute or modified by court decisions.

Permit on Site: The Permit Holder shall keep available a copy of the permit and any associated approved plans on site during permitted activities.

Notification for Start and Completion of Work: The permit shall not become operative until it has been fully executed by the County. The Permit Holder shall notify the County before starting construction and shall notify the County when work is completed. The Permit Holder or their representative shall have copies of the executed permit and approved plans in their possession on the job site at all times.

1. The Permit Holder shall provide at least three (3) days advanced notice, excluding Saturdays, Sundays and holidays, to the Permit Office prior to the commencement of any permitted activities by submitting a **START OF WORK NOTIFICATION** form by mail, fax or e-mail. In certain instances, additional notice may be required by the Permit Office. In the event that construction work ceases for a period of time, then the Permit Holder shall notify the Wayne County Inspector at least 24 hours prior to resuming work.
2. The Permit Holder shall comply with all requirements of the Michigan Dig Statute, MCL §460.701 et seq., as amended. The Permit Holder shall call "MISS DIG", at (800) 482-7161, at least 72 hours, excluding Saturdays, Sundays and holidays, but not more than twenty-one (21) calendar days, before starting any underground work. The Permit Holder assumes all responsibility for damage to or interruption of underground utilities.
3. The Permit Holder shall call Wayne County Department of Public Services' Traffic Operations Office at (734) 953-2154, at least 72 hours prior, excluding Saturdays, Sundays and holidays, but not more than twenty-one (21) calendar days, before starting any underground work in the vicinity of any traffic signal equipment owned, operated or maintained by Wayne County.

Safety: The Permit Holder agrees that all work under the permit shall be performed in a safe manner and to keep the area affected by the permit in a safe condition until the work is completed and accepted by the County. The Permit Holder shall furnish, install and maintain all necessary traffic controls and protection which are in accordance with the current Manual on Uniform Traffic Control Devices (MUTCD). The Permit Holder shall conduct all activities and maintain all facilities as set forth in the permit in a manner so as not to damage, impair, interfere with, or obstruct a public road or create a foreseeable risk of harm to the traveling public. The Permit Holder shall comply with all applicable OSHA and MIOEHA requirements.

Underground Utilities: The Permit Holder shall contact all utility owners regarding their facilities prior to starting work and shall comply with all applicable provisions of Act 53, Public Acts of 1974, as amended. Wayne County makes no warranty either expressed or implied as to the condition or reliability of subsurface conditions or any existing facility which may be encountered during an excavation. The presence or absence of utilities is based on the best information available and the County is not responsible for the accuracy of this information. The Permit Holder assumes all responsibility for the interruption and damage to underground utilities. The Permit Holder is responsible for proper disposal, in accordance with current regulations, of any material excavated from within the right-of-way. Such materials include, without limitation, soils or groundwater contaminated by petroleum products or other pollutants associated with sites identified by the MDEQ or reported on appropriate release forms for underground storage tanks.

Assignability: The permit is neither transferable nor assignable without the written consent of the County.

Limitation of Permit: The Applicant and the Permit Holder shall be responsible for obtaining and shall secure any permits or permission necessary or required by law from State, federal or other local governmental agencies and jurisdictions, corporations or individuals. These include, without limitation, those pertaining to drains, inland lakes and streams, wetlands, woodlands, flood plains, filling, noise regulation and hours of operation. Issuance of a Wayne County permit does not authorize activities otherwise regulated by State, federal or local agencies.

Access of Other Vehicles: The Permit Holder shall, at all times possible, maintain a minimum of one acceptable access to all abutting occupied properties, driveways and side streets unless otherwise specified on the approved plans. The Permit Holder shall notify all owners or occupants of properties whose access may be temporarily disrupted during the permitted work. The local police, fire or emergency service agencies shall define acceptable access. The Permit Holder shall provide signing and other improvements necessary to ensure adequate access until the roadway, driveway or side street is restored. The Permit Holder shall conduct all operations so as to minimize inconvenience to abutting property owners. Wayne County reserves the right to reasonably restrict the progress of work by the Permit Holder based on the rate of roadway and right-of-way restoration, including permanent or temporary pavement. Wayne County may require that work be suspended until satisfactory backfilling of open trenches or excavations has been completed and driveways, side streets and drainage restored.

Restoration: The Permit Holder agrees to restore the County road and road right-of-way, County drain easement or County park property to a condition equal to or better than its condition before work under the permit began. If the Permit Holder fails to satisfactorily restore the permitted work area, Wayne County may take all practical actions necessary to provide reasonably safe and convenient public travel, preservation of the roadway and drainage, prevention of soil erosion and sedimentation, and elimination of nuisance to abutting property owners caused by the permitted activity. Security in the form of cash, a certified check or surety bond shall be required to secure the cost of restoring the disturbed portion of the right-of-way to an acceptable safe condition. The amount of the security shall be determined by the Permit Office. In the event that a suspension of work will be protracted or that the work will not be completed by the Permit Holder, the Permit Holder shall restore the right-of-way to a condition similar to the condition that existed prior to issuance of the permit.

Acceptance: Acceptance by the County of work performed does not relieve the Permit Holder of full responsibility for work performed or the presence of the permitted facility. The Permit Holder acknowledges that the County has no liability for the presence of the Permit Holder's facility located within the County road right-of-way, County drain easement or County park property.

Permit Expiration and Extension of Time: All work authorized by the permit shall be completed to the satisfaction of the Permit Office on or before the expiration date specified in the permit. Any request for an extension of time for completion shall be on a completed County form and shall demonstrate good cause for granting the request. Additional requirements may be imposed as a condition of an extension of time due to seasonal limitations or other considerations. These additional requirements may include, without limitation, changes to materials or construction methods, reestablishment of fees, bonds, deposits and insurance requirements.

Responsibility: The design, construction, operation and maintenance of all work covered by the permit shall be at the Permit Holder's expense with the exception that the Permit Holder will not be responsible for maintaining road widenings or similar facilities which become part of the County roadway.

Revocation: The permit may be suspended or revoked at the will of the County. Upon order of the County, the Permit Holder shall surrender the permit, cease operations and remove, alter or relocate, at their expense, the facilities for which the permit was granted. The Permit Holder expressly waives any right to claim damages for compensation resulting from the revocation of the permit.

Violation: The County may declare the permit null and void if the Permit Holder violates the terms of the permit. The County may require immediate removal of the Permit Holder's facilities and restoration of the County property, or the County may remove the facilities and restore the County property at the Permit Holder's expense. The Permit Holder agrees that in the event of a violation of the terms of the permit or in the event the work authorized by the permit is not satisfactorily completed by the permit expiration date, the County may use all or any portion of the performance bond to restore the County road right-of-way, drain easement, wastewater facility or park property as necessary for reasonably safe and efficient operations and maintenance, or to establish extraordinary maintenance procedures as required to assure reasonably safe and efficient operation of the County facility.

Inspection and Testing of Materials: Wayne County reserves the right of inspection and the testing of materials by its authorized representatives of all permitted activities and/or activities within the road right-of-way, County owned property or within a County drain easement. All items identified by the final inspection shall be resolved prior to release of the permit. All materials and methods utilized during the course of the authorized permit work shall meet the requirements of the current Wayne County Specifications, as modified by Wayne County Special Provisions, Standard Plans for Permit Construction and this manual. The Permit Holder shall reimburse Wayne County for all required inspections and testing of materials.

Design: The Permit Holder is fully responsible for the design of the permitted facility, such that the design shall be consistent with all applicable County standards, specifications, guidelines, requirements and with good engineering practice. Any errors in the plans that become evident after the issuance of a permit, and which change the scope of permitted work, are subject to review and may be grounds for revocation of the permit. The Permit Office will not relieve the Permit Holder of the responsibility of correcting errors, deficiencies, or omissions due to oversight or unforeseen contingencies such as faulty drainage, poor subsoil conditions or the failure of the Permit Holder's engineer to show all the related or pertinent conditions inside or outside the plan area.

Drainage: Drainage shall not be altered to flow into the road right-of-way or road drainage system unless approved by Wayne County.

Permit Holder Compliance: The Permit Holder shall abide by the conditions and limitations contained on the permit and all other conditions listed within the WCOPS Rules, Specifications and Procedures for Construction Permits. The application of any work undertaken under the permit shall constitute the Permit Holder's agreement to the Provision.

**MODEL COMMUNITY RESOLUTION
AUTHORIZING EXECUTION OF
WAYNE COUNTY PERMITS**

Resolution No. _____

At a Regular Meeting of the _____ (Name of
Community Governing Board) on _____ (date), the following
resolution was offered:

WHEREAS, the _____ (hereinafter the "Community")
periodically applies to the County of Wayne Department of Public Services, Engineering
Division Permit Office (hereinafter the "County") for permits to conduct emergency
repairs, annual maintenance work, and for other purposes on local and County roads
located entirely within the boundaries of the Community, as needed from time to time to
maintain the roads in a condition reasonably safe and convenient for public travel;

WHEREAS, pursuant to Act 51 of 1951, being MCL 247.651 *et seq.*, the County permits
and regulates such activities noted above and related temporary road closures;

NOW THEREFORE, BE IT RESOLVED, in consideration of the County granting such
permit (hereinafter the "Permit"), the Community agrees and resolves that:

Any work performed for the Community by a contractor or subcontractor will be solely as
a contractor for the Community and not as a contractor or agent of the County. Any
claims by any contractor or subcontractor will be the sole responsibility of the
Community. The County shall not be subject to any obligations or liabilities by vendors
and contractors of the Community, or their subcontractors.

The Community shall take no unlawful action or conduct, which arises either directly or
indirectly out of its obligations, responsibilities, and duties under the Permit which results
in claims being asserted against or judgment being imposed against the County, and all
officers, agents and employees thereof pursuant to a maintenance contract. In the event
that same occurs, for the purposes of the Permit, it will be considered a breach of the
Permit thereby giving the County a right to seek and obtain any necessary relief or
remedy, including, but not by way of limitation, a judgment for money damages.

With respect to any activities authorized by Permit, when the Community requires
insurance on its own or its contractor's behalf, it shall also require that such policy
include as named insured the County of Wayne and all officers, agents and employees
thereof.

The incorporation by the County of this Resolution as part of a permit does not prevent
the County from requiring additional performance security or insurance before issuance
of a Permit.

This Resolution stipulates that the requesting Community shall, at no expense to Wayne
County, provide necessary police supervision, establish detours and post all necessary

signs and other traffic control devices in accordance with the Michigan Manual of Uniform Traffic Control Devices.

This Resolution stipulates that the requesting Community shall assume full responsibility for the cost of repairing damage done to the County road during the period of road closure or partial closure.

This Resolution shall continue in force from the date of execution until cancelled by the Community or the County with no less than thirty (30) days prior written notice to the other party. It will not be cancelled or otherwise terminated by the Community with regard to any Permit which has already been issued or activity which has already been undertaken.

The Community stipulates that it agrees to the terms of the County of Wayne permit at the time a permit is signed by the Community's authorized representative.

BE IT FURTHER RESOLVED, that the following individual(s) is/are authorized in their official capacity as the Community's authorized representative to sign and so bind the Community to the provisions of any and all permits applied for to the County of Wayne, Department of Public Services Engineering Division Permit Office for necessary permits from time to time to work within County road right-of-way or local roads on behalf of the Community.

Name

Title

_____	_____
_____	_____

I HEREBY CERTIFY that the foregoing is a true and correct copy of a resolution adopted by the [Board of Trustees/City Council] of the _____
(name of Community), County of Wayne, Michigan, on _____

#305299-v2



Warren C. Evans
County Executive

November 23, 2020

City Of Inkster
26900 Princeton St
Inkster, MI 48141-2314

RE: A-21147

2021 Annual Permit Package
Wayne County Department of Public Services
Engineering Division – Permit Office

Attention: Jerome Blivins

Enclosed is your Wayne County Annual Permit package. In an effort to expedite the process Wayne County DPS Engineering Division Permit Office is combining the Annual Maintenance Permit, Annual Pavement Restoration Permit, and Annual Special Events Permit into on single application.

1. **Annual Maintenance Permit:** The annual permit authorizes the permit holder to occupy Wayne County road right-of-way for the purpose of inspection, repair and routine maintenance of the following facilities which are under its jurisdiction:
 - a. Sanitary sewer inspection, repair and routine maintenance;
 - b. Water main inspection, repair, routine maintenance and installation of residential and commercial water service connections (two-inch maximum diameter);
 - c. Other utilities (i.e. natural gas, electric or fiber optic;
 - d. Application of dust palliatives; and
 - e. Repair and replacement of existing sidewalks.
2. **Annual Pavement Restoration Permit:** The annual permit authorizes the permit holder to occupy Wayne County road right-of-way for the purpose of pavement repair and restoration.
3. **Annual Permit for Special Events:** The annual permit grants preliminary authorization to a municipality to perform the following:
 - a. Temporarily close a county road for a reasonable length of time for a parade, marathon, festival or similar activity;
 - b. To use a county road as a detour for traffic around such activity taking place on a non-county road; and/or
 - c. Place a temporary banner within the County right-of-way.

Department of Public Services – Permit Office
33809 Michigan Avenue, Wayne, MI 49184 • Phone (734) 858-2774 & Fax (734) 595-6356



In addition to the Annual Permit, this package also includes the applicable following attachments, which are incorporated by reference into the permit:

- A. Scope of Work and Conditions for Municipal Maintenance Permits, *if applicable*
- B. Annual Special Events Attachment for Municipalities, *if applicable*
- C. Banner Attachment for Municipalities, *if applicable*
- D. General Conditions and Limitations of Permits, *if applicable*
- E. Indemnity and Insurance Attachment, *if applicable*
- F. Model Community Resolution, *if applicable*

As a condition of the municipal annual permit, the County requires that the governing body pass a blanket resolution of approval which accomplishes the following:

- A. Agrees to fulfill all permit obligations and conditions
- B. To the extent allowed by law, hold harmless and defend Wayne County and its officials and employees against any and all damage claims, suits or judgments of any kind or nature arising as a result of the permitted activity
- C. Designates and authorizes an appropriate official of the requesting municipality to sign the permit on its behalf.

Additionally, the Permit Office requires that each municipality provide a written request on municipal letterhead at least (10) ten business days prior to the commencement of a road closure and/or banner placement. The written request should include all required information as specified in the appropriate attachments, "Annual Special Events for Municipalities" or "Annual Attachment for Banners". Upon approval, the permit office shall issue a permit authorizing the special event activities.

******For all Annual Permits please review the Insurance attachment carefully, since the Insurance requirements have been recently updated.***

The WCDPS Permit Office has published its manual, *Rules, Specifications and Procedures for Permit Construction*. This manual replaces the Permit Specifications Document which was attached to annual permits in previous years. The manual is also incorporated by reference into this annual permit and is available online at:

http://www.waynecounty.com/dps/construction_permits.htm

Please return the original permit, signed and dated by the person authorized and designated by the resolution, along with a certified copy of the resolution and a copy of your certificate of insurance, consistent with the requirements transmitted in this package.



Type the name of the designated signer below the signature line and submit these documents to:

**Wayne County Department of Public Services
Permit Office
Attn: Ms. Randa Saghir
33809 Michigan Avenue
Wayne, MI 48184**

Once received, the Permit Coordinator will validate your permit and return an executed copy to you for your files.

The *Scope of Work and Conditions for Municipal Maintenance Permits* requires that the Permit Holder submit monthly reports of all work performed under this permit. These reports should be faxed to **734.595.6356**.

Once received, an executed copy will be returned to you for your files. If you have any questions regarding this Annual Permit, please contact me at **734.858.2757**

Respectfully Submitted,

Randa Saghir
Administration Management

C: file

Attachments: Annual Permit
Scope of Work and Conditions for Municipal Maintenance Permits
Annual Special Events Attachment for Municipalities
Banner Attachment for Municipalities
General Conditions and Limitations of Permits
Indemnity and Insurance Attachment
Model Community Resolution

PERMIT OFFICE

33809 MICHIGAN AVE
WAYNE, MI 48184,
PHONE (734) 595-8504
FAX (734) 595-8358

72 HOURS BEFORE ANY
CONSTRUCTION. CALL
Various Staff
(734) 595-8504, Ext: 2009
FOR INSPECTION



**WAYNE COUNTY
DEPARTMENT OF PUBLIC SERVICES
PERMIT TO CONSTRUCT, OPERATE, USE AND/OR MAINTAIN**

PERMIT No.

A-21147

ISSUE DATE

EXPIRES

1/1/2021 12/31/2021

REVIEW No.

WORK ORDER

PROJECT NAME
INKSTER - SPECIAL EVENTS

LOCATION

VARIOUS

CITY/TWP

INKSTER

PERMIT HOLDER

CONTRACTOR

CITY OF INKSTER**28900 PRINCETON ST****INKSTER, MI 48141-2314**

CONTACT

CONTACT

JEROME BIVINS**(313) 563-9774****<BLANK>**

DESCRIPTION OF PERMITTED ACTIVITY

(72 HOURS BEFORE YOU DIG, CALL MISS DIG 1-800-482-7161, www.missdig.org)

TO ALLOW TEMPORARY CLOSURE OF CERTAIN LOCAL AND COUNTY ROADS FOR A SPECIFIED PERIOD OF TIME IN ACCORDANCE WITH ALL GENERAL AND SPECIAL CONDITIONS OF THIS PERMIT.

REFER TO ATTACHEMENT: ANNUAL SPECIAL EVENTS PERMIT FOR MUNICIPALITIES TO CONDUCT PARADES, BLOCK PARTIES, MARATHONS, CELEBRATIONS AND FESTIVALS.

PERMIT TO INSTALL BANNERS WITHIN THE COUNTY ROAD RIGHT-OF-WAY. EACH REQUEST FOR A BANNER SHOULD BE SUBMITTED ONE MONTH PRIOR TO INSTALLMENT FOR APPROVAL.
PLEASE REFER TO ATTACHMENT: ANNUAL PERMIT FOR MUNICIPAL BANNERS

PERMIT HOLDER SHOULD CONTACT/INFORM THE LOCAL POLICE, HOSPITAL, FIRE MARSHAL, SCHOOL AND ANY OTHER LOCAL AGENCIES ARE/MAY BE AFFECTED BY THIS ROAD CLOSURE THREE (3) BUSINESS DAYS PRIOR TO SCHEDULED CLOSURE.

THE PERMIT HOLDER SHOULD CONTACT THE WAYNE COUNTY TRAFFIC OFFICE AT (734) 955-2154 THREE (3) WORKING DAYS PRIOR TO ANY CLOSURE.

THE CONTRACTOR/PERMIT HOLDER WILL SET UP AND MAINTAIN ALL BARRICADING AND SIGNS IN ACCORDANCE WITH THE MICHIGAN MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES ([HTTP://MUTCD.FHWA.DOT.GOV](http://MUTCD.FHWA.DOT.GOV)) AND WILL BE THE RESPONSIBILITY OF THE PERMIT HOLDER.

ALL ATTACHMENTS ARE INCORPORATED BY REFERENCE AS PART OF THIS PERMIT.

FINANCIAL SUMMARY**DEPOSITOR****APPROVED PLANS PREPARED BY**

PERMIT FEE	\$0.00
PLAN REVIEW FEE	\$0.00
PARK FEE	\$0.00
OTHER FEE	\$0.00
BOND	\$0.00
INSPECTION DEPOSIT	\$0.00
OTHER BOND	\$0.00
TOTAL COSTS	\$0.00

LETTER OF CREDIT DEPOSITOR

PLANS APPROVED BY	DATE PLANS APPROVED
	1/1/2021

REQUIRED ATTACHMENTS
GENERAL CONDITIONS
ANNUAL ROAD SPECIAL EVENTS FOR MUNICIPALITIES
ANNUAL BANNER PERMIT ATTACHMENT FOR MUNICIPALITIES
SAMPLE COMMUNITY RESOLUTION
RULES, SPECIFICATIONS AND PROCEDURES FOR PERMIT CONSTRUCTION - AVAILABLE ONLINE AT
www.waynecounty.com/dps_engineering_office.htm

TOTAL CHECK AMOUNT**\$0.00**

CASHIER

DATE

1/1/2021

(PERMIT VALID ONLY IF ACCOMPANIED
BY ABOVE ATTACHMENTS)

In consideration of the Permit Holder and Contractor agreeing to abide and conform with all the terms and conditions herein, a Permit is hereby issued to the above named to Construct, Operate, Use and/or Maintain within the Road Right of Way, County Easement, and/or County Property. The permitted work described above shall be accomplished in accordance with the Approved Plans, Maps, Specifications and Statements filed with the Permit Office which are integral to and made part of this Permit. The General Conditions as well as any Required Attachments are incorporated as part of this Permit.

WAYNE COUNTY DEPARTMENT OF PUBLIC SERVICES

JEROME BIVINS
PERMIT HOLDER / AUTHORIZED AGENT

DATE

PREPARED BY

<BLANK>
CONTRACTOR / AUTHORIZED AGENT

DATE

VALIDATED BY

DATE

REQUEST FOR COUNCIL ACTION

To: Patrick Wimberly, Mayor

Date: November 24, 2020

From: Jerome Blivins, DPS Director

Date for Council's Consideration: December 21, 2020

ACTION REQUESTED: Consider authorizing the Director of DPS, as a representative of the City, to make an application to the Wayne County Department of Public Services for necessary annual permit to occupy the Right-Of-Way of Wayne County Roads on behalf of the city of Inkster. Consider adopting the attached resolution to be submitted to Wayne County as part of requirements to submit the permit application.

Current Action X Emergency Future

Funds Budgeted: If Yes Account # No N/A

Mayor's Approval

BACKGROUND:

The Annual Permit to occupy the Right-Of-Way of County Roads is required from Wayne County to replace and repair pavement cuts due to utility repairs within the Right-Of-Way of various roads in Wayne County.

SCOPE OF SERVICES:

To conduct emergency repairs to pavement work on County Roads as needed in accordance with the Wayne County rules, specifications, and procedures within the boundaries of our Community as needed for this permit.

JUSTIFICATION:

Wayne County requirement to occupy the Right-Of-Way with regard to pavement restoration work.

PROJECT IMPROVEMENTS:

Improve and promote the image of Inkster.

COSTS:

N/A

PROJECTED TIME TABLE:

Resolution will be submitted as part of application upon adoption by the Mayor and Council.

RESOLUTION:

Authorization is hereby given to the Director of DPS, as a representative of the City of Inkster, to make application to the Wayne County Department of Public Services for necessary annual permit to occupy the Right-Of-Way of County Roads on behalf of the City of Inkster. Consider adopting the attached resolution to be submitted to Wayne County as part of requirements to submit the permit application.

Resolved by

Seconded by

Yes:

No:

Absent:



**Wayne County Department of Public Services
Engineering Division – Permit Office
Banner Attachment for Municipalities
Guidelines**

Pursuant to MCL §247.323, a permit for installation of any banner to be placed within or over County road right-of-way may be issued to a governing body of a city, incorporated village or township. Commercial signs shall not be permitted within the right-of-way of any road under the jurisdiction of the Wayne County.

A permit, authorizing the placement of banners within the County right-of-way may be issued if an annual Special Events Permit was previously executed with an associated blanket resolution. For each event, the Permit Holder shall submit a written request at least ten (10) business days prior to the placement of banner(s). Each request shall be submitted on municipal letterhead and include the following information:

- a) The activity in connection with which the banner is to be placed;
- b) The location of the proposed installation, including distance to overhead traffic control devices;
- c) A description of the banner, including any legend or symbol thereon;
- d) The height of any overhead banner from the road surface to its lowest point;
- e) The dates the banner will be erected and removed. This period shall not exceed a time specified by the Permit Office. An acceptable period of time for banners to be in place is a total of three (3) weeks, except for Holiday decorations which may be in place for eight (8) weeks;
- f) Such other information as the Permit Office may deem necessary.

Upon approval of the request, a permit will be issued authorizing the special event activities.

Design & Placement Requirements

- a) Any banner shall be designed, installed and located so as to avoid danger to those using the road or undue interference with the free movement of traffic or maintenance operations.
- b) Any banner shall be securely fastened so as to have a minimum bottom height of 18 feet above the surface of the traveled way, shall be placed no closer than 100 feet in advance of flashing beacons or traffic control signals and shall be placed so as to not obstruct a clear view of traffic lights, signals or other traffic control devices.
- c) Banners shall not be attached to trees.
- d) No banner shall have displayed thereon any legend or symbol which may in any way be construed to advertise or otherwise promote the sale of or publicize any merchandise or commodity, or which may be construed to be political in nature.
- e) No banner shall have displayed thereon any device that is or purports to be an imitation of, resembles or may be mistaken for a traffic control device or which attempts to direct the movement of traffic.
- f) No banner shall be above ground figures, signs or other structures, objects or devices whether lit or unlit.
- g) Decorations shall not include flashing lights, reflective materials or other devices that may distract motorists.

Permit Conditions

- a) Any authorization may be revoked by the Permit Office if the banner placement becomes dangerous to those using the road or unduly interferes with the free movement of traffic or maintenance operations.
- b) The city, village or township making application shall faithfully fulfill all permit requirements.

An addendum authorization may be revoked by the Permit Office upon failure to comply with any permit conditions.

Revised: October 14, 2009



**Wayne County Department of Public Services
Engineering Division – Permit Office**

**Annual Special Events for Municipalities
Road Closure/Detour Guidelines**

An Annual Permit granting permission to temporarily close a County road for a reasonable length of time for a parade, marathon, celebration, festival or similar activity, or to use a County road as a detour for traffic around such activity taking place on a non-County road may be issued by the Permit Office to a governing body of a city, incorporated village or township.

A permit, granting authorization to close County roads and to set detours over County roads may be issued if an annual Special Events Permit was previously executed with an associated blanket resolution. For each event, the Permit Holder shall submit a written request at least ten (10) business days prior to the commencement of a road closure. Each request shall be submitted on municipal letterhead and include the following information:

- a) The nature of the activity for which the permit is requested;
- b) The dates and times it is proposed to close and reopen the County road to traffic;
- c) The roads and/or portions of roads to be closed;
- d) The proposed detour route or routes, including a map if necessary to clearly describe the proposed detour.

The written request shall be sent to the following offices:

Wayne County Permit Office
33809 Michigan Ave
Wayne MI 48184

Wayne County Division of Roads
Traffic Operations Office
29900 Goddard Road
Romulus MI 48242

Upon approval of the request, a permit will be issued authorizing the special event activities.

Permit Conditions:

1. All roads temporarily closed under the permit shall be County local roads, as certified under Act 51, P.A. 1951, with residential frontage exclusive of section line (mile roads), quarter section line (collector roads) and border line roads.
2. Road closures authorized under the permit shall not be for the purpose of allowing private commercial activities such as advertising or the sale of goods, wares or produce.
3. The Permit Holder, at no expense to the County, shall provide any necessary police supervision.
4. Road closures authorized under the permit shall not have the effect of depriving property which is not adjacent to the section of road being closed from continuous uninterrupted access to the main public road system.
5. The closure or partial closure of the road and any detour route selected shall allow alternative routes for the reasonably safe and convenient movement of traffic.
6. Road closures authorized by the permit shall not exceed the approved duration, generally between 24 and 72 hours.
7. The Permit Holder shall, at no expense to the County, install, maintain and remove all traffic control devices required for the temporary road closure and detour routes.
8. All traffic control devices installed in conjunction with the road closure or partial closure and any detour route shall conform to the provisions of the current MMUTCD.
9. The Permit Holder shall, at its sole expense, immediately following conclusion of the permitted activity clean up and remove any litter, debris, refuse, etc., placed or left in the right-of-way as a result of the permitted activity. In the event that the Permit Holder fails to clean up as required, causing Wayne County to do the cleanup work, the Permit Holder shall reimburse Wayne County any costs incurred to restore the right-of-way.
10. The Permit Holder acknowledges that the County may, at its sole discretion, deny any road closure proposed under the permit.

Revised: October 7, 2008



Wayne County Department of Public Services Engineering Division – Permit Office

Conditions & Limitations of Permits

Plan Approval and Specifications: All work performed under the permit shall be done in accordance with the approved plans, specifications, maps, statements and special conditions filed with the County and shall comply with Wayne County Specifications, as defined in the current Wayne County Specifications, as modified by WCDPS Special Provisions, and other WCDPS specifications. Any situation or problem which occurs as a result of the construction, operation, use and/or maintenance of the facility in the right-of-way and is not covered by the approved plans nor by the County's current Standards and Specifications shall be resolved by the Permit Holder as directed and approved by the Permit Office. Any significant change to the plans must be approved by the Permit Office and is authorized only when an approved addendum is obtained from the Permit Office.

Fees: The Permit Holder shall be responsible for all fees and costs incurred by the County in connection with the permit and shall deposit payment for fees and costs as determined by the County at the time the permit is issued.

Bond: The Permit Holder shall furnish a bond in cash or Certified check in an amount acceptable to the County to guarantee performance under the conditions of the permit. The County may use all or any portion of the bond which shall be necessary to cover any expense, including inspection costs or damage incurred by the County through the granting of the permit. Should the bond be insufficient to cover the expenses and damages incurred by the County, the Permit Holder shall pay such deficiency upon billing by the County. If the bond amount exceeds the expenses and damages incurred by the County, the excess portion will be returned to the Depositor. The excess performance bond provided for herein, when it cannot be returned, shall be deposited into the County Road Fund and become a part thereof, unless claimed by the Depositor within one year of the date of satisfactory completion of the construction authorized by the permit.

Insurance: The Permit Holder shall furnish proof of liability and property damage insurance in the form and amounts acceptable to the County with Wayne County named as an insured party. The Permit Holder shall maintain this insurance until the permit is released, revoked or cancelled by the County.

Indemnification / Hold Harmless: Sub-Section 1 herein applies to all Permit Holders except Municipalities. Sub-Section 2 herein applies to Municipalities only.

1. To the extent allowed by law, the Permit Holder shall indemnify, hold harmless and defend Wayne County, its Department of Public Services, its officials and employees against any and all claims, suits and judgments to which the County, the Department, its officials and employees may be subject and for all costs and actual attorney fees which may be incurred on account of injury to persons or damage to property, including property of the County, whether due to negligence of the Permit Holder or to the joint negligence of the Permit Holder and the County, arising out of any and all work performed under the permit, or in connection with work not authorized by the permit, or resulting from failure to comply with the terms of the permit or arising out of the continued existence of the work product that is the subject of the permit. This hold harmless provision must not be construed as a waiver of any governmental immunity by the County.
2. To the extent allowed by law, the Municipality as Permit Holder shall hold harmless and defend Wayne County, its Department of Public Services, its officials and employees, for the Municipality's own negligence, tortious acts, errors, or omissions, or the acts, errors, or omissions of any of its employees, on account of injury to persons or damage to property, including property of the County, arising out of any and all work performed under the permit, or in connection with work not authorized by the permit. Sub-section 1 above applies to contractors, subcontractors, consultants, or agents of the Municipality. This hold harmless provision must not be construed as a waiver of any governmental immunity by the County or the Municipality's, as provided by statute or modified by court decisions.

Permit on Site: The Permit Holder shall keep available a copy of the permit and any associated approved plans on site during permitted activities.

Notification for Start and Completion of Work: The permit shall not become operative until it has been fully executed by the County. The Permit Holder shall notify the County before starting construction and shall notify the County when work is completed. The Permit Holder or their representative shall have copies of the executed permit and approved plans in their possession on the job site at all times.

1. The Permit Holder shall provide at least three (3) days advanced notice, excluding Saturdays, Sundays and holidays, to the Permit Office prior to the commencement of any permitted activities by submitting a **START OF WORK NOTIFICATION** form by mail, fax or e-mail. In certain instances, additional notice may be required by the Permit Office. In the event that construction work ceases for a period of time, then the Permit Holder shall notify the Wayne County Inspector at least 24 hours prior to resuming work.
2. The Permit Holder shall comply with all requirements of the Misc Dig Statute, MCL 460.701 et seq., as amended. The Permit Holder shall call "MISS DIG", at (800) 482-7161, at least 72 hours, excluding Saturdays, Sundays and holidays, but not more than twenty-one (21) calendar days, before starting any underground work. The Permit Holder assumes all responsibility for damage to or interruption of underground utilities.
3. The Permit Holder shall call Wayne County Department of Public Services' Traffic Operations Office at (734) 955-2154, at least 72 hours prior, excluding Saturdays, Sundays and holidays, but not more than twenty-one (21) calendar days, before starting any underground work in the vicinity of any traffic signal equipment owned, operated or maintained by Wayne County.

Safety: The Permit Holder agrees that all work under the permit shall be performed in a safe manner and to keep the area affected by the permit in a safe condition until the work is completed and accepted by the County. The Permit Holder shall furnish, install and maintain all necessary traffic controls and protection which are in accordance with the current Manual on Uniform Traffic Control Devices (MUTCD). The Permit Holder shall conduct all activities and maintain all facilities as set forth in the permit in a manner so as not to damage, impair, interfere with, or obstruct a public road or create a foreseeable risk of harm to the traveling public. The Permit Holder shall comply with all applicable OSHA and MIOSHA requirements.

Underground Utilities: The Permit Holder shall contact all utility owners regarding their facilities prior to starting work and shall comply with all applicable provisions of Act 53, Public Acts of 1974, as amended. Wayne County makes no warranty either expressed or implied as to the condition or suitability of subsurface conditions or any existing facility which may be encountered during an excavation. The presence or absence of utilities is based on the best information available and the County is not responsible for the accuracy of this information. The Permit Holder assumes all responsibility for the interruption and damage to underground utilities. The Permit Holder is responsible for proper disposal, in accordance with current regulations, of any material excavated from within the right-of-way. Such materials include, without limitation, soils or groundwater contaminated by petroleum products or other pollutants associated with sites identified by the MDEQ or reported on appropriate release forms for underground storage tanks.

Assignability: The permit is neither transferable nor assignable without the written consent of the County.

Limitation of Permit: The Applicant and the Permit Holder shall be responsible for obtaining and shall secure any permits or permission necessary or required by law from State, federal or other local governmental agencies and jurisdictions, corporations or individuals. These include, without limitation, those pertaining to drains, inland lakes and streams, wetlands, woodlands, flood plains, filling, noise regulation and hours of operation. Issuance of a Wayne County permit does not authorize activities otherwise regulated by State, federal or local agencies.

Access of Other Vehicles: The Permit Holder shall, at all times possible, maintain a minimum of one acceptable access to all abutting occupied properties, driveways and side streets unless otherwise specified on the approved plans. The Permit Holder shall notify all owners or occupants of properties whose access may be temporarily disrupted during the permitted work. The local police, fire or emergency service agencies shall define acceptable access. The Permit Holder shall provide signing and other improvements necessary to ensure adequate access until the roadway, driveway or side street is restored. The Permit Holder shall conduct all operations so as to minimize inconvenience to abutting property owners. Wayne County reserves the right to reasonably restrict the progress of work by the Permit Holder based on the rate of roadway and right-of-way restoration, including permanent or temporary pavement. Wayne County may require that work be suspended until satisfactory backfilling of open trenches or excavations has been completed and driveways, side streets and drainage restored.

Restoration: The Permit Holder agrees to restore the County road and road right-of-way, County drain easement or County park property to a condition equal to or better than its condition before work under the permit began. If the Permit Holder fails to satisfactorily restore the permitted work area, Wayne County may take all practical actions necessary to provide reasonably safe and convenient public travel, preservation of the roadway and drainage, prevention of soil erosion and sedimentation, and elimination of nuisance to abutting property owners caused by the permitted activity. Security in the form of cash, a certified check or surety bond shall be required to secure the cost of restoring the disturbed portion of the right-of-way to an acceptable safe condition. The amount of the security shall be determined by the Permit Office. In the event that a suspension of work will be protested or that the work will not be completed by the Permit Holder, the Permit Holder shall restore the right-of-way to a condition similar to the condition that existed prior to issuance of the permit.

Acceptance: Acceptance by the County of work performed does not relieve the Permit Holder of full responsibility for work performed or the presence of the permitted facility. The Permit Holder acknowledges that the County has no liability for the presence of the Permit Holder's facility located within the County road right-of-way, County drain easement or County park property.

Permit Expiration and Extension of Time: All work authorized by the permit shall be completed to the satisfaction of the Permit Office on or before the expiration date specified in the permit. Any request for an extension of time for completion shall be on a completed County form and shall demonstrate good cause for granting the request. Additional requirements may be imposed as a condition of an extension of time due to seasonal limitations or other considerations. These additional requirements may include, without limitation, changes to materials or construction methods, reestablishment of fees, bonds, deposits and insurance requirements.

Responsibility: The design, construction, operation and maintenance of all work covered by the permit shall be at the Permit Holder's expense with the exception that the Permit Holder will not be responsible for maintaining road widening or similar facilities which become part of the County roadway.

Revocation: The permit may be suspended or revoked at the will of the County. Upon order of the County, the Permit Holder shall surrender the permit, cease operations and remove, alter or relocate, at their expense, the facilities for which the permit was granted. The Permit Holder expressly waives any right to claim damages for compensation resulting from the revocation of the permit.

Violation: The County may declare the permit null and void if the Permit Holder violates the terms of the permit. The County may require immediate removal of the Permit Holder's facilities and restoration of its County property, or the County may remove the facilities and restore the County property at the Permit Holder's expense. The Permit Holder agrees that in the event of a violation of the terms of the permit or in the event the work authorized by the permit is not satisfactorily completed by the permit expiration date, the County may use all or any portion of the performance bond to restore the County road right-of-way, drain easement, wastewater facility or park property as necessary for reasonably safe and efficient operations and maintenance, or to establish extraordinary maintenance procedures as required to ensure reasonably safe and efficient operation of the County facility.

Inspection and Testing of Materials: Wayne County reserves the right of inspection and the testing of materials by its authorized representatives of all permitted activities and/or activities within the road right-of-way, County owned property or within a County drain easement. All items identified by the final inspection shall be resolved prior to release of the permit. All materials and methods utilized during the course of the authorized permit work shall meet the requirements of the current Standard Specifications for Highway Construction, as modified by Wayne County Special Provisions, Standard Plans for Permit Construction and this manual. The Permit Holder shall reimburse Wayne County for all required inspections and testing of materials.

Design: The Permit Holder is fully responsible for the design of the permitted facility, such that the design shall be consistent with all applicable County standards, specifications, guidelines, requirements and with good engineering practice. Any errors in the plans that become evident after the issuance of a permit, and which change the scope of permitted work, are subject to review and may be grounds for revocation of the permit. The Permit Office will not relieve the Permit Holder of the responsibility of correcting errors, deficiencies, or omissions due to oversight or unforeseen contingencies such as faulty drainage, poor subsoil conditions or the failure of the Permit Holder's engineer to show all the related or pertinent conditions inside or outside the plan area.

Drainage: Drainage shall not be altered to flow into the road right-of-way or road drainage system unless approved by the County.

Permit Holder Compliance: The Permit Holder shall abide by the conditions and limitations contained on the permit and all other conditions listed with the WCDPS Rules, Specifications and Procedures for Construction Permits. The application of any work undertaken under the permit shall constitute the Permit Holder's agreement to the Provision.

**MODEL COMMUNITY RESOLUTION
AUTHORIZING EXECUTION OF
WAYNE COUNTY PERMITS**

Resolution No. _____

At a Regular Meeting of the _____ (Name of
Community Governing Board) on _____ (date), the following
resolution was offered:

WHEREAS, the _____ (hereinafter the "Community") periodically applies to the County of Wayne Department of Public Services, Engineering Division Permit Office (hereinafter the "County") for permits to conduct emergency repairs, annual maintenance work, and for other purposes on local and County roads located entirely within the boundaries of the Community, as needed from time to time to maintain the roads in a condition reasonably safe and convenient for public travel;

WHEREAS, pursuant to Act 51 of 1951, being MCL 247.651 *et seq.*, the County permits and regulates such activities noted above and related temporary road closures;

NOW THEREFORE, BE IT RESOLVED, in consideration of the County granting such permit (hereinafter the "Permit"), the Community agrees and resolves that:

Any work performed for the Community by a contractor or subcontractor will be solely as a contractor for the Community and not as a contractor or agent of the County. Any claims by any contractor or subcontractor will be the sole responsibility of the Community. The County shall not be subject to any obligations or liabilities by vendors and contractors of the Community, or their subcontractors.

The Community shall take no unlawful action or conduct, which arises either directly or indirectly out of its obligations, responsibilities, and duties under the Permit which results in claims being asserted against or judgment being imposed against the County, and all officers, agents and employees thereof pursuant to a maintenance contract. In the event that same occurs, for the purposes of the Permit, it will be considered a breach of the Permit thereby giving the County a right to seek and obtain any necessary relief or remedy, including, but not by way of limitation, a judgment for money damages.

With respect to any activities authorized by Permit, when the Community requires insurance on its own or its contractor's behalf, it shall also require that such policy include as named insured the County of Wayne and all officers, agents and employees thereof.

The incorporation by the County of this Resolution as part of a permit does not prevent the County from requiring additional performance security or insurance before issuance of a Permit.

This Resolution stipulates that the requesting Community shall, at no expense to Wayne County, provide necessary police supervision, establish detours and post all necessary

signs and other traffic control devices in accordance with the Michigan Manual of Uniform Traffic Control Devices.

This Resolution stipulates that the requesting Community shall assume full responsibility for the cost of repairing damage done to the County road during the period of road closure or partial closure.

This Resolution shall continue in force from the date of execution until cancelled by the Community or the County with no less than thirty (30) days prior written notice to the other party. It will not be cancelled or otherwise terminated by the Community with regard to any Permit which has already been issued or activity which has already been undertaken.

The Community stipulates that it agrees to the terms of the County of Wayne permit at the time a permit is signed by the Community's authorized representative.

BE IT FURTHER RESOLVED, that the following individual(s) is/are authorized in their official capacity as the Community's authorized representative to sign and so bind the Community to the provisions of any and all permits applied for to the County of Wayne, Department of Public Services Engineering Division Permit Office for necessary permits from time to time to work within County road right-of-way or local roads on behalf of the Community.

Name

Title

_____	_____
_____	_____

I HEREBY CERTIFY that the foregoing is a true and correct copy of a resolution adopted by the [Board of Trustees/City Council] of the _____
(name of Community), County of Wayne, Michigan, on _____.

#305299-v2



Warren C. Evans
County Executive

December 9, 2020

City Of Inkster
26900 Princeton St
Inkster, MI 48141-2314

RE: A-21114
2021 Annual Permit Package
Wayne County Department of Public Services
Engineering Division – Permit Office

Attention: Jerome Bivins

Enclosed is your Wayne County Annual Permit package. In an effort to expedite the process Wayne County DPS Engineering Division Permit Office is combining the Annual Maintenance Permit, Annual Pavement Restoration Permit, and Annual Special Events Permit into on single application.

1. **Annual Maintenance Permit:** The annual permit authorizes the permit holder to occupy Wayne County road right-of-way for the purpose of inspection, repair and routine maintenance of the following facilities which are under its jurisdiction:
 - a. Sanitary sewer inspection, repair and routine maintenance;
 - b. Water main inspection, repair, routine maintenance and installation of residential and commercial water service connections (two-inch maximum diameter);
 - c. Other utilities (i.e. natural gas, electric or fiber optic;
 - d. Application of dust palliatives; and
 - e. Repair and replacement of existing sidewalks.
2. **Annual Pavement Restoration Permit:** The annual permit authorizes the permit holder to occupy Wayne County road right-of-way for the purpose of pavement repair and restoration.
3. **Annual Permit for Special Events:** The annual permit grants preliminary authorization to a municipality to perform the following:
 - a. Temporarily close a county road for a reasonable length of time for a parade, marathon, festival or similar activity;
 - b. To use a county road as a detour for traffic around such activity taking place on a non-county road; and/or
 - c. Place a temporary banner within the County right-of-way.

Department of Public Services – Permit Office
33809 Michigan Avenue, Wayne, MI 49184 • Phone (734) 858-2774 • Fax (734) 595-6356



In addition to the Annual Permit, this package also includes the applicable following attachments, which are incorporated by reference into the permit:

- A. Scope of Work and Conditions for Municipal Maintenance Permits, *if applicable*
- B. Annual Special Events Attachment for Municipalities, *if applicable*
- C. Banner Attachment for Municipalities, *if applicable*
- D. General Conditions and Limitations of Permits, *if applicable*
- E. Indemnity and Insurance Attachment, *if applicable*
- F. Model Community Resolution, *if applicable*

As a condition of the municipal annual permit, the County requires that the governing body pass a blanket resolution of approval which accomplishes the following:

- A. Agrees to fulfill all permit obligations and conditions
- B. To the extent allowed by law, hold harmless and defend Wayne County and its officials and employees against any and all damage claims, suits or judgments of any kind or nature arising as a result of the permitted activity
- C. Designates and authorizes an appropriate official of the requesting municipality to sign the permit on its behalf.

Additionally, the Permit Office requires that each municipality provide a written request on municipal letterhead at least (10) ten business days prior to the commencement of a road closure and/or banner placement. The written request should include all required information as specified in the appropriate attachments, "Annual Special Events for Municipalities" or "Annual Attachment for Banners". Upon approval, the permit office shall issue a permit authorizing the special event activities.

******For all Annual Permits please review the Insurance attachment carefully, since the Insurance requirements have been recently updated.***

The WCDPS Permit Office has published its manual, *Rules, Specifications and Procedures for Permit Construction*. This manual replaces the Permit Specifications Document which was attached to annual permits in previous years. The manual is also incorporated by reference into this annual permit and is available online at:

http://www.waynecounty.com/dps/construction_permits.htm

Please return the original permit, signed and dated by the person authorized and designated by the resolution, along with a certified copy of the resolution and a copy of your certificate of Insurance, consistent with the requirements transmitted in this package.



Type the name of the designated signer below the signature line and submit these documents to:

Wayne County Department of Public Services
Permit Office
Attn: Ms. Randa Saghir
33809 Michigan Avenue
Wayne, MI 48184

Once received, the Permit Coordinator will validate your permit and return an executed copy to you for your files.

The *Scope of Work and Conditions for Municipal Maintenance Permits* requires that the Permit Holder submit monthly reports of all work performed under this permit. These reports should be faxed to 734.595.6356.

Once received, an executed copy will be returned to you for your files. If you have any questions regarding this Annual Permit, please contact me at 734.858.2757

Respectfully Submitted,

A handwritten signature in blue ink that reads "Randa H. Saghir".

Randa Saghir
Administration Management

C: file

Attachments: Annual Permit
Scope of Work and Conditions for Municipal Maintenance Permits
Annual Special Events Attachment for Municipalities
Banner Attachment for Municipalities
General Conditions and Limitations of Permits
Indemnity and Insurance Attachment
Model Community Resolution

PERMIT OFFICE
33809 MICHIGAN AVE
WAYNE, MI 48184,
PHONE (734) 595-6504
FAX (734) 595-6356

72 HOURS BEFORE ANY
CONSTRUCTION. CALL
Various Staff
(734) 595-6504, Ext: 2009
FOR INSPECTION



WAYNE COUNTY
DEPARTMENT OF PUBLIC SERVICES
PERMIT TO CONSTRUCT, OPERATE, USE AND/OR MAINTAIN

PERMIT No.
A-21114
ISSUE DATE
1/1/2021
EXPIRES
12/31/2021
REVIEW No.
WORK ORDER
79354

PROJECT NAME
INKSTER - PAVEMENT RESTORATION

LOCATION
VARIOUS

CITY/TWP
INKSTER

PERMIT HOLDER
CITY OF INKSTER
26900 PRINCETON ST
INKSTER, MI 48141-2314

CONTRACTOR

CONTACT
JEROME BVINS

(313) 563-8774

CONTACT
<BLANK>

DESCRIPTION OF PERMITTED ACTIVITY (72 HOURS BEFORE YOU DIG, CALL MISS DIG 1-800-482-7161, www.missdig.org)

TO REPLACE AND REPAIR PAVEMENT CUTS DUE TO UTILITY REPAIRS WITHIN THE RIGHT-OF-WAY OF VARIOUS ROADS IN WAYNE COUNTY IN ACCORDANCE WITH THE WAYNE COUNTY RULES, SPECIFICATIONS AND PROCEDURES MANUAL & WAYNE COUNTY STANDARD PLANS FOR PERMIT CONSTRUCTION.

AT LEAST 72 HOURS PRIOR TO CONSTRUCTION, THE PERMIT HOLDER SHALL SUBMIT WRITTEN NOTICE OF CONSTRUCTION, INCLUDING THE LOCATION AND DATE OF THE WORK ALONG WITH CONSTRUCTION PLANS TO THE PERMIT OFFICE FOR APPROVAL.

THE FINAL AREA OF ANY PAVEMENT TO BE REPLACED AND/OR OVERLAID SHALL BE DETERMINED AND MARKED OUT BY THE COUNTY.

FOR EACH PROJECT, ALL ACTUAL PLAN REVIEW AND INSPECTION COSTS, INCLUDING OVERTIME, SUPERVISION, TESTING OF MATERIALS AND EMERGENCY WORK, IF REQUIRED, SHALL BE BILLED TO THE PERMIT HOLDER ON A MONTHLY BASIS.

ANY ROAD CLOSURE SHALL BE IN COMPLIANCE WITH THE MICHIGAN MANUAL OF TRAFFIC CONTROL DEVICES.
[HTTP://MUTCD.FHWA.DOT.GOV](http://MUTCD.FHWA.DOT.GOV)

THE ATTACHMENTS LISTED BELOW ARE INCORPORATED BY REFERENCE AS PART OF THE CONDITIONS OF THIS PERMIT.

FINANCIAL SUMMARY

DEPOSITOR

PERMIT FEE	\$0.00
PLAN REVIEW FEE	\$0.00
PARK FEE	\$0.00
OTHER FEE	\$0.00
BOND	\$0.00
INSPECTION DEPOSIT	\$0.00
OTHER BOND	\$0.00
TOTAL COSTS	\$0.00

LETTER OF CREDIT DEPOSITOR

TOTAL CHECK AMOUNT \$0.00
CASHIER DATE
1/1/2021

APPROVED PLANS PREPARED BY

PLANS APPROVED BY DATE PLANS APPROVED
1/1/2021

REQUIRED ATTACHMENTS
GENERAL CONDITIONS

INDEMNITY AND INSURANCE ATTACHMENT
RULES, SPECIFICATIONS AND PROCEDURES
FOR PERMIT CONSTRUCTION - AVAILABLE
ONLINE AT

www.waynecounty.com/tips_engineering_opatios.htm

(PERMIT VALID ONLY IF ACCOMPANIED
BY ABOVE ATTACHMENTS)

In consideration of the Permit Holder and Contractor agreeing to abide and conform with all the terms and conditions herein, a Permit is hereby issued to the above named to Construct, Operate, Use and/or Maintain within the Road Right of Way, County Easement, and/or County Property. The permitted work described above shall be accomplished in accordance with the Approved Plans, Maps, Specifications and Statements filed with the Permit Office which are integral to and made part of this Permit. The General Conditions as well as any Required Attachments are incorporated as part of this Permit.

WAYNE COUNTY DEPARTMENT OF PUBLIC SERVICES

JEROME BVINS
PERMIT HOLDER / AUTHORIZED AGENT

DATE

PREPARED BY

<BLANK>
CONTRACTOR / AUTHORIZED AGENT

DATE

VALIDATED BY

DATE

REQUEST FOR COUNCIL ACTION

To: Patrick Wimberly, Mayor

Date: December 16, 2020

From: Kaltlyn Hines
Planning Director

Date for Council Consideration: December 21, 2020

ACTION REQUESTED: Consider approval of Special Land Uses (SLUs 20-21, 20-22, 20-23, 20-24) for a proposed Medical Marijuana and Adult Use Marijuana Cultivation and Processing Facility to be located on Bayhan St. between Dunning and the railroad tracks in the M-1, Light Industrial District with the conditions noted per the recommendation of the Planning Commission. Fred Bishop Jr., on behalf of Five Blind Mice is the applicant.

Current Action ☒ Emergency ☐ Future ☐

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

Mayor's Approval ☐

BACKGROUND INFORMATION

On Monday, December 14, 2020, the Planning Commission reviewed and recommended for approval SLUs 20-21 (cultivation), 20-22 (processing), 20-23 (growing), and 20-24 (processing, recreational) which would be located in a new purpose-built development on the east side of Bayhan St in the M-1, Light Industrial District, subject to the conditions below. The associated Site Plan (SP 20-25) was approved with conditions. As part of their site plan approval, the Planning Commission approved a waiver from the screening wall requirement for mechanical equipment due to esthetics of the property by request of the applicant. City Staff recommended approval of SLU 20-21, SLU 20-22, SLU 20-23, SLU 20-24, and SP 20-25. Fred Bishop Jr. on behalf of Five Blind Mice is the applicant. Draft meeting minutes are attached.

The site is 6.22 acres, according to the site plan, and is located on the east side of the street at 2615 Bayhan St between Dunning and the railroad tracks. The legal description is provided on the survey. The site contains a 1 story commercial building (to remain) and one residential house and garage which is to be demolished. The proposed future development involves three 13,500sqft buildings for phase one, eventually adding another 10,440sqft in phase 2, which will total 71,820sqft once complete. Each building will be identical in that 12,000sqft will be used for cultivation, and 1,500sqft will be used for processing for phase one, and phase 2 will add another 10,440sqft for cultivation. The existing 2,000sqft building will be used by Five Blind Mice for Processing as well. There are three businesses tied to the property, Five Blind Mice, VMM Farms, and Michigan Agricultural Services.

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. **Fencing.** The applicant must provide further information about the fencing surrounding the property.

SCOPE OF SERVICES

N/A

JUSTIFICATION

The City Planner's letter dated November 18, 2020 recommends that Planning Commission recommend approval of the Special Land Use because the proposed use is compatible with the Zoning Ordinance, Master Plan, and surrounding uses. Additionally, it would foster economic development within the City of Inkster by bringing an existing vacant site into economic 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 seek a Certificate of Occupancy from the Building Dept. in order to begin operation.

RESOLUTION

Resolved by _____

Seconded by _____

To approve Special Land Uses 20-21 (cultivation), 20-22 (processing), 20-23 (growing), and 20-24 (processing, recreational) for a Medical Marijuana and Adult Use Cultivations and Processing Facility proposed at 2615 Bayhan in the M-1, Light Industrial District with the conditions noted per the recommendation of the Planning Commission.

Yes:

No:

Absent:

**CITY OF INKSTER
PLANNING DIVISION
26215 TROWBRIDGE
INKSTER, MI 48141
313.563.9760/313.563.6488 (fax)**

PLANNING COMMISSION

Monday, December 14, 2020

6:30 p.m.

Via Virtual Remote Electronic Access

MEETING AGENDA

Open to the Public

- I. ROLL CALL
- II. ADOPTION OF AGENDA
- III. ADOPTION OF MINUTES
 - A. Adoption of October 26, 2020 minutes
- IV. PUBLIC HEARING
 - A. **Case # 20-21, 20-22, 20-23, 20-24 (SLU) 20-25 (SP) Medical and Adult Use Marijuana Complex**
Planning Commission to review and consider a recommendation of approval of proposed Medical and Adult Use Marijuana Cultivation and Processing Facility in the M-1, Light Industrial District at 2615 Bayhan, just south of City Hall. Fred Bishop on behalf of Five Blind Mice is the applicant.
- V. OLD BUSINESS
 - A. **Case # 18-23 (SP) – Industrial Medical Marijuana Complex**
Consideration of a six-month extension of the previously-approved Preliminary Site Plan and associated Special Land Use (Case #s 18-19, 18-20, 18-21, 18-22 (SLU)) for a Medical Marijuana Cultivation, Processing, Testing and Transportation Facility in the M-1, Light Industrial District. Abe Hachem is the applicant.
- VI. NEW BUSINESS
 - A. **Case # 20-25 (SP) – Consideration of a Screening Waiver**
Planning Commission to review and consider approval of a mechanical equipment screening waiver for a proposed Medical and Adult Use Marijuana Cultivation and Processing Facility in the M-1, Light Industrial District at 2615 Bayhan. Fred Bishop on behalf of Five Blind Mice is the applicant.
- VIII. MISCELLANEOUS
 - A. **Consideration of adoption of Planning Commission meeting dates for 2021**
- IX. ADJOURNMENT

ITEM III.A

October 26, 2020 Planning Commission Minutes

**CITY OF INKSTER
PLANNING COMMISSION
MINUTES**

A regular meeting was held on **Monday, October 26, 2020**, virtually via ZOOM.

A quorum was reached. Chairman Chisholm called the meeting to order at 6:34 p.m.

I. ROLL CALL

Present: Participating Virtually - Chairman Chisholm (Inkster), Secretary Cain (Inkster), Davis (Inkster), Willis(Inkster), Williams (Detroit), Wimberly (Inkster), Faison (Inkster), Vice Chairman Ratliff (Inkster), Daniels (Inkster)

Others in attendance: Kaitlyn Hines, Planner
Harry Kalogerakos, Allen Brothers
Tracy Jennings, Director of Special Projects
Felicia Rutledge, City Clerk

Public in attendance: Sandra Watley, Councilwoman
George Williams, Councilman
Reginald Woods
Yvette Brock
Connie Mitchel
Octavia Smith
Shirley Hinkerson
Byron Nolen
Marlow Edwards Wheeler

II. ADOPTION OF AGENDA

MOVED by Davis, seconded by Ratliff to Adopt the Agenda. **MOTION CARRIED unanimously.**

III. ADOPTION OF MINUTES

A. Adoption of October 12, 2020 minutes

MOVED by Ratliff, seconded by Davis to Adopt the Minutes. **MOTION CARRIED unanimously.**

IV. PUBLIC HEARINGS

A. Case # 20-26 (TA) Marijuana Caregiver Grower Facility
Planning Commission to review and consider a recommendation of approval of proposed text amendments to the City's Zoning Ordinance pertaining to provisions for "Drug Free Zones," and "Marijuana Caregiver Grower Facilities". Proposed

modifications include changes to §155.029 "Definitions", §155.047 "B-3 General Business District," add "Marijuana Caregiver Grower Facility" as a permitted use within the Entertainment District, and require a 1,000-foot distance between Marijuana establishments and Drug Free Zones.

MOVED by Ratliff, seconded by Daniels to open the public hearing for Case # 20-26 (TA) Marijuana Caregiver Grower Facility. **MOTION CARRIED unanimously.**

Commissioner Concerns:

1. Commissioner Faison asked if it would be allowed with in the whole B-3 District, or just the entertainment district, Ms. Hines responded that they would only be permitted within the entertainment district.
2. Commissioner Cain asked if they can be prohibited from growing in residential districts, Mr. Kalogerakos responded that we cannot prohibit them from growing in residential districts, but we can open other districts up to them to draw them out.
3. Commissioner Williams asked if they can grow in both their residence and another place at the same time, Mr. Kalogerakos answered that they are limited by 72 plants as caregivers.
4. Chair Chisholm asked why they aren't being permitted in the M-1 with the other cultivation uses. Commissioner Wimberly responded that he was approached by someone within the district that was interested in allowing caregivers to grow within the district, and that as of right now we do not have anything on the books limiting them from growing in any district as caregivers. It was also mentioned that the M-1 land is pricing smaller people out.

Public Comment:

1. Ms. Brock asked why people would want to pay extra money to grow in a commercial facility and how many facilities could the district hold. Ms. Hines responded that we can speculate that it could be form more space or security, but we don't know why they would want to move into a commercial area, and that there would be no limit for how many there could be.
2. Councilwoman Watley commented that she has been trying to minimize the footprint of marijuana in the City and that she does not want to see an increase of marijuana businesses.
3. Ms. Mitchel asked if there had been any research on the impact these facilities have on the City and that she does not believe that there are enough police to handle increased grow operations.
4. Ms. Smith commented that if we cannot control residents growing it in their homes, wh would they move out.
5. Shirley Hinkerson commented that she does not want to see any more marijuana on Michigan Avenue and that our Master Plan does not call for that.
6. Mr. Woods asked if caregivers could sell any extra product illegally and how we would stop people from selling illegally. Mr. Kalogerakos answered that they would lose their caregiver license if they were selling to non-patients.

MOVED by Davis, seconded by Willis to close the public hearing for case #20-26 (TA) Marijuana Caregiver Grower Facility. **MOTION CARRIED unanimously.**

Commissioner Concerns:

1. Commissioner Wimberly reiterated that as it relates to the law, the City is trying to regulate it, since they are already there, it won't be increasing the footprint.
2. Commissioner Ratliff commented that the last Council didn't put any regulations in place and that they should have taken their time to do it right. He also mentioned that there have not been any issues related to marijuana and crime.
3. Chairman Chisholm commented that the council made the changes with the information that they had at the time.
4. Commissioner Davis asked if this will stop all caregivers. Chairman Chisholm replied that it would not and Mr. Kalogerakos mentioned that it would just be limiting them to one area.
5. Commissioner Cain asked why they couldn't be in the M-1 and Commissioner Wimberly responded that the area that is now the entertainment district used to be industrial.

MOVED by Davis, seconded by Willis to recommend approval of case #20-26 (TA) Marijuana Caregiver Grower. **MOTION CARRIED. Nays: Cain, Chisholm**

V. OLD BUSINESS

A. Case # 20-20 (TA) Marijuana Microbusiness

Planning Commission to review and consider a recommendation of approval of proposed text amendments to the City's Zoning Ordinance pertaining to provisions for Recreational Marijuana Microbusinesses. Proposed modifications include changes to §155.029 "Definitions", §155.047 (D) "B-3 General Business District, Special Land Uses", Recreational Marijuana Microbusiness as special land uses, and establish new zoning ordinance sections and special land use standards for §155.150J "Recreational marijuana microbusiness".

MOVED by Davis, seconded by Ratliff to open the public hearing for Case # 20-20 (TA) Marijuana Microbusiness. **MOTION CARRIED unanimously.**

Commissioner Concerns:

1. Commissioner Wimberly reiterated that Microbusinesses will allow locals to participate in the market and that the buffers will ensure that they aren't every 10 feet along Michigan Ave.
2. Commissioner Daniels commented that she hope people will be open minded and that they will make the best out of it.
3. Commissioner Faison commented that we should not be driven by fear. And that we should create a FAQ for marijuana.
4. Commissioner Cain asked if the only difference between a microbusiness and a caregiver is the amount of plants they can sell. Mr. Kalogerakos answered that caregivers can only sell to their patients and that provisionary centers can sell to anyone. Ms. Cain then asked why they could not be located in the M-1 as well, Chairman Chisholm responded that the retail component would make it difficult in that district.

Public Comment:

1. Rev. George Williams asked if caregivers could be forced to pull a permit or register in the City. Mr. Kalogerakos answered that he would look into that.
2. Councilwoman Watley commented that we have not received any money from medical marijuana and that the money that Harry referenced is per facility and not sales. She also mentioned that she would like the buffers to be 1,500 feet.

3. Ms. Wheeler commented that she has noticed the temp has changed and that it seems that the job was not properly completed under the las administration, and that we need to do it properly now.
4. Mr. Nolen clarified that the things that were approved were the 5 licenses that they knew about at the time and that he is happy with the buffer language.
5. Ms. Brock commented that she would just like to have more diversity in businesses.
6. Shirley Hinkerson reiterated that we she is not for loading up the City with it and that there should be no more outsiders coming in.
7. Ms. Mitchel mentioned that we have more possibilities than marijuana and that we need to plan for businesses that will be viable and sustainable.

MOVED by Davis, seconded by Faison to close the public hearing for case #20-20 (TA) Marijuana Caregiver Grower Facility. **MOTION CARRIED unanimously.**

MOVED by Davis, seconded by Willis to recommend approval of case #20-20 (TA) Marijuana Microbusiness.

1. All uses shall have a 1000ft buffer.
2. Clarify that medical and recreational marijuana can be within the same facility.

MOTION CARRIED unanimously.

VII. NEW BUSINESS

None.

VIII. MISCELLANEOUS

- a. Chair Chisholm reminded the Commission and the Public of a Study Session taking place regarding Marijuana on October 27th.

VIII. ADJOURNMENT – 9:11 pm

MOVED by Daniels, seconded by Faison to adjourn the Planning Commission meeting held on October 26, 2020. **MOTION CARRIED unanimously.**

Respectfully submitted,

Steven Chisholm, Chairman

Lynnette O. Cain, Secretary

Kaitlyn Hines, Planning Director

ITEM IV.A

**Case # 20-21, 20-22, 20-23, 20-24 (SLU)
20-25 (SP)– Public Hearing for
Medical and Adult Use Marijuana
Complex**

November 18, 2020

Planning Commission
City of Inkster
26215 Trowbridge
Inkster MI, 48141

Subject: SP 20-25 Medical and Recreational Marijuana Cultivation and Processing
Location: 2615 Bayhan
Zoning: M-1, Light Industrial
Applicant(s): Freddie Bishop

The City of Inkster Planning Department has reviewed the above-referenced Site Plan application for the construction of three 13,500sqft buildings, that will eventually be 23,940sqft after phase two is implemented, and offers the following comments and findings for your consideration. This review is based on the site plan dated October 1, 2020, Revisions dated November 6, 2020, and submitted on November 9, 2020.

SITE DESCRIPTION

The site is 6.22 acres according to the site plan and is located on the east side of the street at 2615 Bayhan St between Dunning and the railroad tracks. The legal description is provided on the survey. The site contains a 1 story commercial building (to remain) and one residential house and garage which is to be demolished. The proposed future development involves three 13,500sqft buildings for phase one, eventually adding another 10,440sqft in phase 2, which will total 71,820sqft once complete. Each building will be identical in that 12,000sqft will be used for cultivation, and 1,500sqft will be used for processing for phase one, and phase 2 will add another 10,440sqft for cultivation. The existing 2,000sqft building will be used by Five Blind Mice for Processing as well. The site is located in the M-1, Light Industrial District. Medical and Recreational Marijuana Cultivation and Processing are Special Land Uses in this district.

The site plans indicate that there will be the maximum of 15 employees per building per applicant, except for building A-1, which will have 2 employees. Site Plans also indicate that they will operate from 9am to 9pm, Monday through Saturday, 10am to 6pm Sunday. Saturday hours must be amended from 9am to 6pm as per the licensing ordinance.

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

	Land Use	Current Zoning	Future Land Use Designation
Subject Site	Medical Marijuana Cultivation	M-1, Light Industrial District	Industrial
North	Railroad Tracks, City Hall	M-1, Light Industrial District	Industrial
South	Vacant land and single family residences	M-1, Light Industrial District	Industrial
East	Vacant land	M-1, Light Industrial District	Industrial
West	Semi-Truck Parking	M-1, Light Industrial District	Industrial

EXHIBIT A: PARCEL MAP

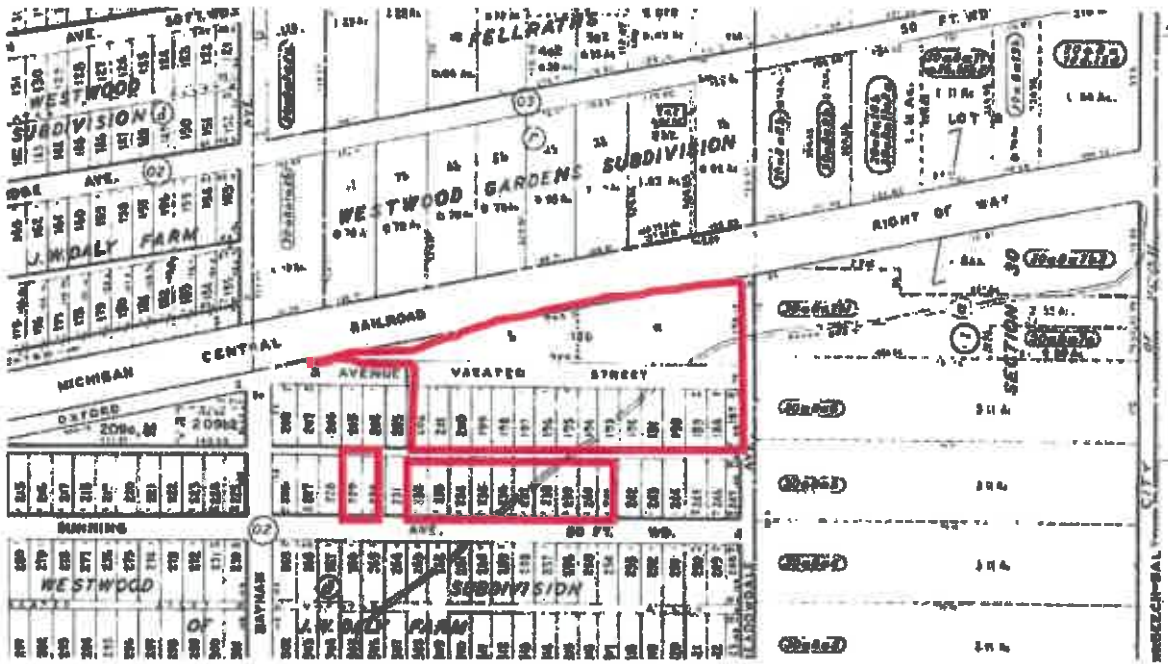


EXHIBIT B: AERIAL VIEW OF SITE



REVIEW COMMENTS

(A) Zoning and Use (\$155,046). The site is in the M-1, Light Industrial District and is bordered completely by the M-1, Light Industrial District. "Medical Marijuana Cultivation and Processing" and "Recreational
26215 TROWBRIDGE, INKSTER MI, 48141 CITYOFINKSTER.COM

Marijuana Grow and Processing” are special land uses in the M-1 district subject to subject to compliance with the general conditions listed in §155.289 and specific conditions listed in §155.146, §155.150, §155.150C, §155.150D, §155.150F 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	190ft, 60ft, 90ft
Rear Setback	N/A	11ft, 38ft, 52ft
Side Yard Setback (Both)	40 ft. min	84ft, 0ft, 41ft
Side Yard Setback (One)	20 ft. min	84ft, 0ft, 41ft
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.

1. **Architectural Features (§155.072).** The proposed structures are prefinished metal siding and roofing.
2. **Site Design and Landscaping (§155.073).** Pursuant to §155.073, a landscape plan has been provided.
 - a. **Deadline for installation (§155.073(D)(1)(a)).** Installation of required screening and landscaping shall be completed prior to building occupancy, except when building construction is completed during the off-season when plants cannot be installed, in which case the owner shall provide a performance guarantee to ensure installation of required landscaping in the next planting season.
 - b. **Performance Bond (§155.073(D)(2)).** Whenever a site plan requires any type of landscaping, the applicant is required to post a Performance Bond prior to the issuance of a Certificate of Occupancy to ensure the completion of landscaping (including irrigation), and this bond may be held up to two years by the City to provide a means of replacing landscaping that dies within the first two years (as dated from the issuance of the Certificate of Compliance/Occupancy).
 - c. **Irrigation (§155.073(D)(12)).** To assist in maintaining plant materials in a healthy condition, all landscaped areas (including lawns) shall be provided with an automatic underground or drip irrigation system. The site notes the installation of an underground drip irrigation system.
 - d. **Right-of-way Landscaping (§155.073(D)(13)).** There is 400ft of frontage along Dunning Avenue and one deciduous tree is required for every 35 feet, which would mean 11 deciduous trees are required, and 11 Norway Maple trees are provided. For every 75ft or right of way one ornamental tree is required, which would mean 6 ornamental trees are required and are provided (Sargeant Crab).

- 2. Walls (§155.074).** Equipment will be screened at the front of the buildings by an 8'4" light brown CMU screening wall. The mechanical equipment located opposite of the loading zone is proposed to be screened by Japanese dense yew trees and dark green arborvitae, trees must be 6' tall at time of planting. Planning Staff supports a screening waiver that will need to be approved by the planning commission.
- 3. Waste Receptacle (Dumpster) or Storage Screening (§155.075).** The site plan proposes three light brown CMU 12'x17'x6' dumpster enclosures with 'saddle' colored Trex gates on the northeast corners of every building.
- 4. Exterior Lighting and Security Cameras (§155.076).**
 - a. Exterior Lighting (§155.076(A)).** A photometric plan has been provided and sufficiently complies with zoning requirements.
 - b. Security Cameras (§155.076(B)).** For all non-residential commercial and business properties, security cameras shall be installed, maintained and approved by the City Police Chief. All security cameras shall be high-definition with a minimum resolution of 1080p and night vision with 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. Security cameras shall be placed to cover the entire site and placement shall be approved by the City Police Chief.
- 5. Off-street Parking and Circulation (§155.077).** The requirement for cultivation facilities is most similar to a wholesale establishment which is five parking spaces plus one per employee in the largest working shift or one per 2,000 square feet, 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. With removing the number of employees and going by the building calculations, 25 spaces are required for buildings A and A1 and 27 are provided, buildings B and C require 23 spaces and 25 and 27 are provided. 71 total spaces are required and 79 are provided.
- 6. Accessible Parking (§155.078).** Based on 25 off-street parking spaces, one van-accessible space is required per building. One van and one regular ADA space are provided per building.
- 7. Off-street Loading and Unloading (§155.079).** One 12 by 70ft. loading area is provided for each building and screened by the building.
- 8. Parking Lot Landscaping (§155.080(A)).** Interior landscaping is sufficiently provided.
- 9. Comments from Other Departments.** All applicable City departments and consultants should review the site plan and identify any remaining issues.

RECOMMENDATION

Planning Staff believes the proposed site plan substantially complies with the Zoning Ordinance requirements and recommends approval of the site plan subject to the following conditions:

1. **Landscaping.** At time of planting all trees used for screening must be at least six feet tall and applicant must add a note to the site plan regarding this requirement.
2. **Mechanical Equipment Screening Waiver.** A waiver must be approved by the Planning Commission for screening the mechanical equipment on the sides of the buildings.
3. **Licensing Discrepancies.** All notes and license applications must be corrected. VMM LLC needs to apply for processing license. Once licensing is available for recreational, all entities must apply and be approved.
4. **Other Department Comments.** Address all other department comments.

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

Thank you,



Kaitlyn Hines

Planning Director

November 20, 2020

Planning Commission
City of Inkster
26215 Trowbridge
Inkster MI, 48141

Subject: SLU 20-21, 20-22, 20-23, 20-24 SP 20-25 Medical and Recreational Marijuana Cultivation and Processing
Location: 2615 Bayhan
Zoning: M-1, Light Industrial
Applicant(s): Freddie Bishop

The City of Inkster Planning Department has reviewed the above-referenced Site Plan application for the construction of three 13,500sqft buildings, that will eventually be 23,940sqft after phase two is implemented, and offers the following comments and findings for your consideration. This review is based on the site plan revisions dated November 6, 2020, and submitted on November 9, 2020.

SITE DESCRIPTION

The site is 6.22 acres according to the site plan and is located on the east side of the street at 2615 Bayhan St between Dunning and the railroad tracks. The legal description is provided on the survey. The site contains a 1 story commercial building (to remain) and one residential house and garage which is to be demolished. The proposed future development involves three 13,500sqft buildings for phase one, eventually adding another 10,440sqft in phase 2, which will total 71,820sqft once complete. Each building will be identical in that 12,000sqft will be used for cultivation, and 1,500sqft will be used for processing for phase one, and phase 2 will add another 10,440sqft for cultivation. The existing 2,000sqft building will be used by Five Blind Mice for Processing as well. The site is located in the M-1, Light Industrial District. Medical and Recreational Marijuana Cultivation and Processing are Special Land Uses in this district.

The site plans indicate that there will be the maximum of 15 employees per building per applicant, and 2 employees in building 1A. Site Plans also indicate that they will operate from 9am to 9pm, Monday through Saturday, 10am to 6pm Sunday. Saturday hours must be amended from 9am to 6pm as per the licensing ordinance.

SPECIAL LAND USES IN M-1 DISTRICT

Medical and recreational marijuana cultivation and processing facilities are a SLUs 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. Typical uses include: manufacturing, assembly, warehousing, salvage facilities research/office and similar uses. In addition, the zoning is M-1 Light Industrial.

Accordingly, light industrial, research, and related office uses permitted in this district should be fully contained within well-designed buildings on amply landscaped sites, with adequate off-street parking and loading areas, and with no outside storage. The proposed cultivation and processing facility is compatible with the master plan and can be compatible with the zoning with proper screening and landscaping. This finding can be made subject to the results of a public hearing.

- 2. Will be designed, constructed, operated, and maintained so as to be visually and physically harmonious and appropriate in appearance with the existing or intended character of the general vicinity and not change the essential scale and character of the area.** The proposed design and landscaping will be appropriate in appearance and will be an overall improvement to the area. *This finding can be made.*
- 3. Will be a visual, physical, and economic improvement in relation to the property in the immediate vicinity and to the city as a whole.** The proposed use is improving the appearance of the property by taking a vacant lot and developing it with new industry, and will bring additional economic benefits to the city. *This finding can be made.*
- 4. Will be served adequately by essential public services and facilities or that the persons responsible for the establishment of the proposed use will adequately provide any such service or facility.** The exact impact on utilities is unknown for medical marijuana cultivation. To mitigate the burden on utilities, the applicant has stated that they are pursuing the use of natural gas. Further, the cultivation 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. Generally speaking, marijuana plant odor will likely permeate from the site. The applicant has stated that they will be using an activated carbon filtration system to mitigate the smell. In addition, site security includes security officers, cameras, and security alarms. We defer to the Inkster Police Department on review and approval of the Security Plan.
- 6. Will not erode or reduce the economic viability of other existing land uses.** Consideration shall be given to the compatibility of other existing uses with the proposed use and maintaining land values within the City. The subject site will be located on a site that abuts other industrial uses and

the railroad tracks, Inkster City Hall is located to the north of the site. The proposed use is not likely to have an adverse impact on any of the existing uses in the vicinity, except for the odor that may permeate around City hall. 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.**
Site plans indicate there will be no additional burden on utilities, and that the applicant is looking into natural gas options for the site. In addition, a security plan must be submitted, and input from the Police Department is required.
- 8. Will further and enhance the health, safety, welfare, morals, character, comfort, convenience, and policies of the City, will not create excessive additional public costs or be detrimental to the economic welfare of the City.** 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.** *This finding can be made.*

REVIEW OF SPECIFIC STANDARDS FOR ALL MEDICAL MARIJUANA FACILITIES AND RECREATIONAL MARIJUANA ESTABLISHMENTS (§155.146)

- (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 any marijuana products shall be prohibited at medical marijuana facilities and recreational marijuana establishments. *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 14 days 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 14 days of continuous operation. An alarm system is required that is operated and monitored by a recognized security company. Site security includes cameras, and security alarms. We defer to the Inkster Police Department on review and approval of the Security Plan.**
- (E) Exterior lighting shall be required for security purposes, but in accordance with the provisions of the Zoning Ordinance. This finding can be made subject to approval by the Police Department.**
- (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. *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. *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. *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. *This finding can be made.***

REVIEW OF SPECIFIC STANDARDS FOR MEDICAL MARIJUANA CULTIVATION FACILITIES (§155.150C), MEDICAL MARIJUANA PROCESSING FACILITIES (§155.150), RECREATIONAL MARIJUANA GROWER ESTABLISHMENTS (§155.150D), AND RECREATIONAL MARIJUANA PROCESSING ESTABLISHMENTS (§155.150F)

- (A) Cultivation facilities shall have a minimum 300 foot radius, measured as the shortest distance from front door to front door, to any structure in residentially zoned districts, and a minimum**
- 26215 TROWBRIDGE, INKSTER MI, 48141 CITYOFINKSTER.COM

500 foot radius, measured as the shortest distance from front door to front door to any library, church, child care center, licensed day care facility, preschool program center, primary, intermediate or secondary school, or like facility. *This finding can be made.*

(B) All activity related to the medical marijuana facilities shall be done indoors. *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. *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

In general, the proposed medical marijuana cultivation facility is compatible with the zoning and existing surrounding land uses, pending the results of a public hearing to assess the impact on the adjacent residential areas. Planning Staff recommends approval of the Special Land Use subject to the following conditions:

1. **Security.** A security plan must be reviewed and approved by the Police Department, and inspected for approval by the Police upon installation.
2. **Licenses.** 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,



Kaitlyn Hines

Planning Director

November 18, 2020

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

Attn: Jerome Bivins, Department of Public Services Director

Regarding: 20-25 (SP)/20-21, 22, 23 24 (SLU)
2615 Bayhan Ave. – Marijuana Provisionary Center
Preliminary Site Plan Approval

Dear Mr. Bivins:

Alfred Benesch & Companies, (Benesch) has completed a review of the plans dated October 1, 2020 with the latest revision date of November 6, 2020 for the above referenced project and recommends acceptance and approval of the plans. These plans were received via email in digital format on November 13, 2020.

Please note the following:

1. A low spot along the existing rail road (RR) tracks exists primarily in the RR right-of-way. The development of this site will further concentrate ponding at this location. Prior to the start of construction, the applicant shall contact Norfolk Southern Railway to inform them that this property will be developed and is located adjacent to their right-of-way where there is an existing depression in their right-of-way.
2. The storm water management facility shown on the plans requires the approval of Wayne County Construction Permits Office prior to the start of construction. See the Wayne County Public Services Engineering website for more information regarding the permitting process and associated plan reviews: <https://www.waynecounty.com/departments/publicservices/engineering/construction-permit.aspx>.
3. Proposed storm sewer profiles and calculations are required for final plan approval prior to the start of construction. Profiles shall include existing and proposed ground profiles, hydraulic grade lines, invert elevations and pipe slopes, etc. Storm sewer flow calculations shall include calculated flows, depth of flow minimum and maximum flow velocities, etc.

Please call me at 313-495-0296 if you have any questions.

Sincerely,

Alfred Benesch & Company



Carrie Loya-Smalley, P.E.
Project Engineer

CC: Kaitlyn Hines, City of Inkster Community Planner
File: 00040010.00

Kaitlyn Hines

From: Jeffrey Twardzik
Sent: Tuesday, October 20, 2020 3:18 PM
To: Kaitlyn Hines
Subject: 2615 Bayhan

Hello,

As per our last conversation the PD is requiring this location to have the following needs met in order to move forward:

- 24 alarm to be monitored 24 hours a day
- 1080p HD cameras on the location with a recording device. The PD is to be able to tie into the location remotely in the future.
- Lighting around the building and in the lot in accordance to city ordinance.

Thanks!

Jeffrey J. Twardzik

Lieutenant
Office of the Chief of Police
Inkster Police Department
26279 Michigan Avenue
Inkster, MI. 48141
313-563-9850 Ext. 3117 - Office
313-561-1077 - Fax
jtwardzik@cityofinkster.com



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

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CITY OF INKSTER

FIRE DEPARTMENT

Chuck Hubbard
Fire Chief

Fire Marshal's Office

To: Kaitlyn Hines
From: Jason Kaye, Fire Inspector
Date: 10-15-2020
Subject: 2615 Bayhan

After review of the above mentioned site plan and recent DRT meeting, the fire department has determined the following items applicable;

-The fire department requires any structure greater than 12,000sq.ft. be equipped with an automatic sprinkler system in accordance with NFPA 13, or be constructed with fire walls to divide the space so that the maximum floor area is not greater than 12,000sq.ft. If the latter is chosen, construction drawings showing the placement of fire walls, fire doors, etc. shall be submitted for approval by the fire department.

-The fire department requires the installation of a fire alarm system with 24 hour monitoring. Construction documents for all fire protection systems shall be submitted for review and approval. The Fire Marshal's office requires that full acceptance tests of the systems be performed in the AHJ's presence prior to final acceptance. Detailed records documenting testing and maintenance shall be kept by the property owner and shall be made available upon request for review by the Fire Marshal.

-The fire department requires the buildings be equipped with the appropriate size and classification portable fire extinguishers. They shall be conspicuously located where they are readily accessible and immediately available in the event of a fire. Extinguishers will be located along normal paths of travel, including exits from areas and will not be obstructed from view. Maximum travel distance to extinguishers is 75ft. All extinguishers will have inspection tags and signage to indicate extinguisher locations. The owner is responsible for the inspection, maintenance, and recharging of all extinguishers.

-The fire department requires emergency exit lighting throughout all buildings. EXIT signs shall be illuminated with battery back-up floods. All egress doors shall be equipped with one-strike panic hardware.

-The fire department requires 24 access to the property. A KNOX bypass shall be installed on the gate for entry onto the property and a KNOX box shall be installed on the exterior of the building in a location approved by the Fire Marshal. The KNOX box shall contain keys for entry into all buildings and keys to any interior door that

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

Investigations
313-563-9875

FAX
313-563-6660

EMERGENCY
911



CITY OF INKSTER

FIRE DEPARTMENT

Chuck Hubbard
Fire Chief

may be locked after-hours that houses alarm panels, utilities, system shut-offs or any equipment the fire department may need access to in the event of an emergency. All keys shall be labelled. KNOX box order forms will be provided.

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

The requirements listed above are not intended to be all inclusive, additional requirements may be determined applicable based on actual occupancy or use

Investigations
313-563-9875

FAX
313-563-6660

EMERGENCY
911

ITEM V.A

Case # 18-23 (SP) – Industrial Marijuana Complex

ITEM VI. A

Case # 20-25 (SP) Consideration of a Screening Waiver

December 3, 2020

Planning Commission
City of Inkster
26215 Trowbridge St.
Inkster, MI 48141

RE: Proposed Medical and Recreational Marijuana Cultivation and Processing
2615 Bayhan Street

Dear Commissioners,

We have submitted revised drawings for your review of the site plan at your next Planning Commission meeting for the above captioned project. The site is zoned M-1. The site plan indicates that mechanical units are proposed to be ground mounted due to the design of the sloping roof on each building. The units were carefully placed on the sides and rear of the buildings. Each of the areas that contain the mechanical units are heavily planted with Arborvitae, Thornless Honeylocust and various shrubbery to create interest in the landscaping and provide screening for the units. Plan also shows electrical transformers and generators on the building fronts (south elevation). The south elevation is designated as the front elevation but due to the layout they are not exposed to a street frontage. In the instance where the equipment is placed in the south (front), the drawings indicate masonry walls.

Since the properties to the south are zoned M-1, and a large portion of the land south of the buildings is occupied by a large storm water detention basin with planting along Dunning Avenue, and the north side of the site is bounded by the Michigan Central Railroad Right of Way, the impact of any ground mounted equipment will be minimal.

We therefore respectfully request that a screen wall as noted in the zoning ordinance for the equipment on the sides and rear of the buildings be waived in favor of the landscape screening as detailed.

Please contact me in the event any additional information regarding this issue is required prior to the meeting.

Sincerely,



Michael A. Boggio Jr. A.I.A.

**CITY OF INKSTER
PLANNING COMMISSION
MINUTES**

A regular meeting was held on **Monday, December 14, 2020**, virtually via ZOOM.

A quorum was reached. Chairman Chisholm called the meeting to order at 6:45 p.m.

I. ROLL CALL

Present: Participating Virtually - Chairman Chisholm (Inkster), Secretary Cain (Inkster), Davis (Inkster), Williams (Detroit), Faison (Inkster), Daniels (Inkster)

Absent: Wimberly, Excused
Ratliff, Excused
Willis

Others in attendance: Kaitlyn Hines, Planner
Harry Kalogerakos, Allen Brothers
Tracy Jennings, Director of Special Projects
Mike Boggio, Architect
Christina McPhail-Stockdale, Applicant's Attorney
Fred Bishop Jr., Applicant

Public in attendance: Sandra Watley, Councilwoman
Charles Blackwell

II. ADOPTION OF AGENDA

MOVED by Davis, seconded by Faison to Adopt the Agenda. **MOTION CARRIED unanimously.**

III. ADOPTION OF MINUTES

A. Adoption of October 26, 2020 minutes

MOVED by Davis, seconded by Faison to Adopt the Minutes. **MOTION CARRIED unanimously.**

IV. PUBLIC HEARINGS

A. Case # 20-21, 20-22, 20-23, 20-24 (SLU) 20-25 (SP) Medical and Adult Use Marijuana Complex
Planning Commission to review and consider a recommendation of approval of proposed Medical and Adult Use Marijuana Cultivation and Processing Facility in the M-1, Light Industrial District at 2615 Bayhan, just south of City Hall. Fred Bishop on behalf of Five Blind Mice is the applicant.

MOVED by Davis, seconded by Faison to open the public hearing for Case # 20-21, 20-22, 20-23, 20-24 (SLU) 20-25 (SP) Medical and Adult Use Marijuana Complex **MOTION CARRIED unanimously.**

Commissioner Concerns:

1. Commissioner Davis asked about the detention pond in the front of the building. Mr. Boggio answered that the pond is more of a shallow swale, more decorative.
2. Commissioner Faison asked if there is any difference between medical and recreational marijuana in their licensing. Mr. Kalogerakos said that the markets are different but the states allow you to collocate them. Commissioner Faison also asked about the security plan, and whether it was sufficient. Ms. Hines answered that the police review the same plan that is submitted to the state in order for them to be approved by the state, but that the police have not reviewed the plan as of the time of the meeting. Ms. McPhail-Stockdale mentioned that she has already been in contact with the chief of police and they intend to help improve current policing.
3. Secretary Cain asked how many applicants there were. Ms. McPhail-Stockdale answered that there are three. Mr. Bishop is the applicant because he is the majority land owner.
4. Commissioner Davis asked how will people be kept from wandering around the property. Ms. McPhail-Stockdale answered that there will be gates. Commissioner Davis then asked if the properties will be taxed separately. MS. McPhail-Stockdale said that is the intention, but it could change.
5. Commissioner Williams asked where the fence is on the site plans. Mr. Boggio said he could do a better job on the next set that show the location and materials of the fence on the site plans.

Public Comment:

1. Mr. Blackwell first had his remarks that were sent to the Planning Department read out about the connection between previous Mayor Nolen and the applicant, Fred Bishop, then spoke during public comment about the whereabouts of Mayor Wimberly, Ms. Hines being on her phone during the meeting, and that there are plenty of other lawyers within the City that could have represented Mr. Bishop.
2. Mr. Bishop spoke up and stated that Mr. Nolen is a friend of his.

MOVED by Davis, seconded Daniels to close the public hearing for case #20-21, 20-22, 20-23, 20-24 (SLU) 20-25 (SP) Medical and Adult Use Marijuana Complex. **MOTION CARRIED unanimously.**

MOVED by Davis, seconded by Faison to recommend approval of case #20-21, 20-22, 20-23, 20-24 (SLU) Medical and Adult Use Marijuana Complex. **MOTION CARRIED unanimously.**

MOVED by Faison, seconded by Daniels to approve case #20-21, 20-22, 20-23, 20-24 (SLU) 20-25 (SP) Medical and Adult Use Marijuana Complex with the following conditions:

1. A note must be added about the fence location and dimensions.

MOTION CARRIED unanimously.

V. OLD BUSINESS

A. **Case # 18-23 (SP) – Industrial Medical Marijuana Complex**

Consideration of a six-month extension of the previously-approved Preliminary Site Plan and associated Special Land Use (Case #s 18-19, 18-20, 18-21, 18-22 (SLU)) for a Medical Marijuana Cultivation, Processing, Testing and Transportation Facility in the M-1, Light Industrial District. Abe Hachem is the applicant.

Commissioner Concerns:

1. Commissioner Faison mentioned that the letter mentions one year, but the agenda says sixth months. Ms. Hines answered that the zoning ordinance mentions 6 months for extensions.
2. Commissioner Daniels asked when the extension would end. Ms. Hines Answered that it would end sixth months from the time it was approved.

MOVED by Daniels, seconded by Davis to approve an extension of six months for case #18-23 (SP) Industrial Marijuana Complex. **MOTION CARRIED unanimously.**

VII. NEW BUSINESS

A. **Case # 20-25 (SP) – Consideration of a Screening Waiver**

Planning Commission to review and consider approval of a mechanical equipment screening waiver for a proposed Medical and Adult Use Marijuana Cultivation and Processing Facility in the M-1, Light Industrial District at 2615 Bayhan. Fred Bishop on behalf of Five Blind Mice is the applicant.

Commissioner Concerns:

1. Commissioner Daniels asked what is being screened and why it needs a waiver. Mr. Boggio replied that there is mechanical equipment on the site that must be screened, and that they would like to do so with evergreens instead of a wall.

MOVED by Davis, seconded by Williams to approve a screening waiver for case #20-25 (SP) Medical and Adult Use Marijuana Complex. **MOTION CARRIED unanimously.**

VIII. MISCELLANEOUS

A. Consideration of adoption of Planning Commission meeting dates for 2021

MOVED by Faison, seconded by Williams to adopt the Planning Commission meeting dates for 2021. **MOTION CARRIED unanimously.**

B. Commissioner Faison brought up how it is nice to see a local applicant get involved in this industry.

VIII. ADJOURNMENT – 8:04 pm

MOVED by Daniels, seconded by Faison to adjourn the Planning Commission meeting held on December 14, 2020. **MOTION CARRIED unanimously.**

Respectfully submitted,

Steven Chisholm, Chairman

Lynnette O. Cain, Secretary

Kaitlyn Hines, Planning Director

REQUEST FOR COUNCIL ACTION

To: Patrick Wimberly, Mayor

Date: December 16, 2020

From: Kaltlyn Hines
Planning Director

Date for Council Consideration: December 21, 2020

ACTION REQUESTED: Consider approval of a 6-month extension for Special Land Uses (SLUs 18-19, 18-20, 18-21, 18-22) for a proposed Medical Marijuana Multi-use Facility to be located on Industrial Drive between Henry Ruff and Middlebelt in the M-1, Light Industrial District with the conditions noted per the recommendation of the Planning Commission. The original approval was on October 21, 2019, and the preliminary site plan was given approved for extension on December 14, 2020 by the Planning Commission. Abe Hachem on behalf of MAD Collective is the applicant.

Current Action ☒ Emergency ☐ Future ☐

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

Mayor's Approval ☐

BACKGROUND INFORMATION

On Monday, October 14, 2019, the Planning Commission reviewed and recommended for approval SLUs 18-19 (cultivation), 18-20 (processing), 18-21 (testing), and 18-22 (transportation) which would be located in a new purpose-built multi-use development on both sides of Industrial Drive in the M-1, Light Industrial District, subject to the conditions below. The associated Site Plan (SP 18-23) was approved with conditions. As part of their site plan approval, the Planning Commission approved a waiver from the screening wall requirement due to naturally wooded areas around the site's perimeter, and they also approved a waiver to allow a reduction in the loading area from 70 feet long to 35 feet long for buildings D, E, F, and G. City Staff recommended approval of SLU 18-19, SLU 18-20, SLU18-21, SLU18-22, and SP 18-23. Abe Hachem on behalf of MAD Collective is the applicant.

The north site contains 5.27 acres and the south site contains 25.23 acres. The site is vacant undeveloped woods and wetlands. The proposed future development includes seven buildings, most of which are located south of Industrial with exception to one six unit cultivation building located north of Industrial. The six unit cultivation building north of Industrial totals 110,000 square feet. In addition, south of Industrial there is one four unit cultivation building totaling 74,640 square feet; one seven unit cultivation building totaling 125,400 square feet; a one unit cultivation building totaling 6,500 square feet; a processing building totaling 10,000 square feet; a transportation facility totaling 4,000 square feet; and a testing building totaling 1,650 square feet. The business applicants include "Healthy Greens", "Vision Transportation", and "Prolab Agricultural Testing, LLC".

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. **Utilities.** The applicant must provide the City with information on whether marijuana cultivation 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.
2. **Security.** A security plan must be reviewed and approved by the Police Department, and inspected for approval by the Police upon installation.
3. **Licenses.** A state license, local business license, and certificate of occupancy must be obtained prior to operations.

Mr. Hachem has come forward to ask for an extension of his approvals due to difficulties caused by COVID-19. Attached is a letter drafted by Mr. Hachem, which is written for a one-year extension, but the zoning ordinance only allows for an extension for 6 months at a time.

SCOPE OF SERVICES

N/A

JUSTIFICATION

The COVID-19 pandemic has caused numerous projects to be delayed at all levels of development, and going through the whole Special Land Use process for a previously approved project with no changes will further delay development.

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, the project will have another 6 months to seek Final Site Plan approval 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 6-month extension for Special Land Uses (SLUs 18-19, 18-20, 18-21, 18-22) for a proposed Medical Marijuana Multi-use Facility to be located on Industrial Drive between Henry Ruff and Middlebelt in the M-1, Light Industrial District with the conditions noted per the recommendation of the Planning Commission. The original approval was on October 21, 2019, and the preliminary site plan was given approved for extension on December 14, 2020 by the Planning Commission.

Yes:
No:
Absent:

December 10, 2020

Planning Commission

City of Inkster

Dear Planning Commission,

I am requesting a one year extension on my site plan for Midwest Investment LLC that received preliminary approval on October 2019

This year has proved challenging trying to move forward with the project. The COVID-19 pandemic has severely impacted the timing of most construction projects throughout Michigan. Many of our contractors are severely behind schedule on projects they are working on and we are still waiting on necessary approvals from Wayne County. We appreciate your understanding of this delay during these difficult times and look forward to completing this project. Thank you for your consideration,

Best regards,

Abe Hachem