HOLLY TOWNSHIP
PROPOSED AGENDA
Board of Trustees Regular Meeting
March 21, 2018 6:30 PM
Karl Richter Community Center – Holly Area Schools Board Room
920 E. Baird St., Holly, Michigan 48442

CALL TO ORDER – PLEDGE OF ALLEGIANCE

ROLL CALL: G. Kullis K. Winchester M. Freeman P. Feeney S. Ruth

CONSENT AGENDA:

1. Agenda Approval.
2. Approval of Regular Meeting Minutes – February 21,2017.
3. Approval of Special Workshop Minutes – February 6, 2018.
4. Approval of Financial Statement – February 2018.
5. Approval of Bills for Payment – March 2018: $30,525.15.
6. Receipt of Routine Reports:
   A. N.O.C.F.A. Minutes – February 15, 2018.
   B. Planning Commission Minutes – February 6, 2018.
   C. Building Permits – February 2018.
   D. Treasurer's Quarterly Report – Na.
7. Set Public Hearings: None.
8. Communications: None.

All items listed under "Consent Agenda" are considered to be routine, and non-controversial, do not require discussion by the Township Board and will be approved by one motion. There will be no separate discussion. If discussion is desired on an item, that item will be removed from the consent agenda and will automatically be moved to the last item under New Business.

PUBLIC HEARING: None.

PRESENTATION: None.

REPORTS: SUPERVISOR TREASURER CLERK TRUSTEES

PUBLIC COMMENT on Agenda Items Only. Members of the public can address the Board, on agenda items only, once recognized by the Supervisor. Comments are limited to a maximum of 3 minutes. The board may extend this time by a majority vote. Prior to addressing the board, members of the public shall state their name and address for the record. A second public comment is available after New Business for all other comments. Thank you for your cooperation.

OLD BUSINESS

NEW BUSINESS

1. Passport Recreation Grant – Proposed Resolution 2018-03.
2. Road Gravel Program Cost Participation Agreement.
3. 2018 Dust Control.
4. Set Spring Cleanup.
5. Proposed Code of Ordinance Amendment – Woodlands Ordinance.
6. Planners Proposal for Solar Ordinance Language.
7. Planners Proposal for Wind Energy Ordinance.
8. Planners Proposal for Amendments to Wireless Communications Facilities Ordinance.

PUBLIC COMMENT
ADJOURNMENT

NEXT REGULAR MEETING: WEDNESDAY: April 18, 2018 at 6:30 p.m.

Holly Township
Board of Trustees – Regular Meeting
Minutes of February 21, 2018

Call to Order: Supervisor Kullis called the regular meeting of the Holly Township Board of Trustees to order at 6:30 p.m. Located at the Karl Richter campus, Holly Area Schools Board Room, 920 E. Baird St, Holly Michigan.

Pledge of Allegiance

Roll Call:

Members Present:
George Kullis, Supervisor
Mark Freeman, Treasurer
Pat Feeney, Trustee
Steve Ruth, Trustee
Karin Winchester, Clerk

Others Present:
Amy Fowlkes, Code Enforcement Officer
Lisa Hamamah, Township Attorney

Members Absent:

CONSENT AGENDA:

1. Agenda Approval.
2. Approval of Regular Meeting Minutes – January 17, 2018.
3. Approval of Financial Statement – January 2018.
4. Approval of Bills for Payment – February 2018: $29,907.79.
5. Receipt of Routine Reports:
    A. N.O.C.F.A. Minutes – N.A.
    B. Planning Commission Minutes – February 6, 2018
    C. 2017 Annual Planning Commission Report.
    D. Building Permits – January 2018.
    E. Treasurer's Quarterly Report – N.A.
6. Set Public Hearings: None.
7. Communications:
    A. Letter dated January 22, 2018 from Holly Dickens Festival re: Thank you.

Agenda Approval:

Add #6: Appointment of Alternate Planning Commission member, under New Business to the Consent Agenda. #6 will become number 7, and #7 will become number 8.

- **Clerk Winchester made a motion to approve the Consent Agenda as amended. Trustee Ruth supported the motion. A roll call vote was taken; all those present voted yes; the motion carried by a 5/0 vote.**

Public Hearings: None.

Presentation: Emily Du Thinh – CISMA.

The invasive species affect property values and public safety in the area and are extremely flammable. These include Phragmites, Japanese Knotweed and Swallow-Wort. Holly is joining the Oakland County Cooperative Program for help with eradication of these invasive species. The seeds of these plants are spread very easily and plowing in the winter as well as the drainage ditches are some of the ways these are spread which moves them around vastly.

There are about 30 groups and C.V.T.'s that have joined CISMA. In 2015 CISMA was awarded an invasive species grant from the Invasive Species program through the Michigan DNR, which treated almost 1,100 acres in 2016. The Road Commission treated 113 miles in 2016 along the Right of Ways. Grant funding is received grant from multiple sources, including Oakland County to use against these species in the area. CISMA membership provides funding, full time coordinator expertise, outreach resources, brochures specific to Oakland County invasive species, educational materials and more. They also help with invasive species training to homeowners and municipalities in the county and help with obtaining state permits and landowner support. They hold monthly steering committee meetings and encourage participation, which requires a nominated representative from Holly Township to be present.

The plants are invasive because they were brought here from other countries but anything that would combat them naturally over there was not brought with it. Therefore, they are growing unchecked and cannot be managed without the help of herbicides. The chemicals used are an herbicide similar to Round Up, but depends on the plant being treated. The roots grow roughly ten feet deep in each of these plants, and cannot be burned or dug up. The burning only kills the area above ground and digging is too labor intensive based on the size of the roots of each plant. The spraying is done once per year for three to four years and is non-invasive. To look at it another way; pesticides are sprayed on crops continually year after year and possess an actual threat to humans when ingested. This is much less invasive of a solution when comparing the two. A discount is also given for properties when treated in bulk.

Reports:

Supervisor Kullis reported that the farmstead approval was in the amount of $114,083. The Township attorney will create a legal agreement between the Township and the Holly Heritage Farmstead; it is just a lax agreement in place currently. The Township attorney will also be creating language for the Headwater Trails and the Oakland County Cooperative project for invasive species. The State House passed Resolution 230, which is in support of the Flint and the Shiawassee rivers being named to the National Water Trails. Robert Burns, Director of the Real Estate division for the Department of Technology Management and Budget for the State of Michigan called regarding the Veteran's Home project, to say that they have chosen to go in a different direction. It was out of their hands as the V.A. stepped in, but they have chosen a location in Macomb County near Selfridge Air Base, but will keep Holly in mind for future endeavors since we provided so much interest.

Treasurer Freeman reported that February 14, 2018 was the last day to pay taxes without penalty. There is a 3% penalty to pay if late, and can be paid at the Township Office through February 28. March 1, 2018 they are considered delinquent and are sent to Oakland County, which is where they can then be paid. If you are two years behind and moving into the third year behind, they will begin the tax forfeiture process and take your land and sell it at the land sale to re-coup their costs.

Trustee Feeney reported that the Planning Commission is going forward with the Public Hearing on the Woodlands Act so residents can comment on changes. The Sign Ordinance is also being worked on. He stated he was sorry we weren't considered for the Veteran's home program, and thought that the Veteran's Home project should have been presented with more information when brought before the Board's December meeting.

Public Comment on Agenda Items Only:

Tony Engelberg, 115 Cogshall St, addressed the Board.

Old Business:

1. **Appointment of Cooperative Invasive Species Areas (CISMA) Representatives.**

The commitment for this position would be roughly two hours, once per month with meetings held during the day. Nominated are George Kullis as the primary representative and the Code Enforcement Officer position as the alternate.

- **Clerk Winchester made a motion to appoint Supervisor George Kullis as the primary representative and the Code Enforcement Officer as the alternate for the CISMA Representatives. Trustee Ruth supported the motion. A voice vote was taken; all those present voted yes; motion carried 5/0.**

New Business:

1. **Appointment of Park Commissioner.**

Don Oliver was nominated by the Parks Commission to fill the open Commissioner seat, and has demonstrated an interest in improving the parks and football program.

- **Trustee Ruth made a motion to approve the appointment of Don Oliver to the Parks Commission. Treasurer Freeman supported the motion. A voice vote was taken; all those present voted yes; motion carried 5/0.**

2. **Appointment of Shared Driveway Committee.**

One nomination is needed from each area - Planning Commission, Zoning Administration, and Land Division.

Nominations are:

- Stacey Steckley from the Planning Commission.

- Karin Winchester from the Zoning Administration.
- Mark Freeman from the Land Division.

> **Supervisor Kullis made a motion to approve the nominations for the Shared Driveway Committee. Trustee Feeney supported the motion. A voice vote was taken; all those present voted yes; motion carried 5/0.**

3. Holly Area Youth Assistance Members – Proposed Resolution 2018-02.

New members selected by H.A.Y.A. are Teresa Blaska, George Kullis and Amy Wright.

> **Clerk Winchester made a motion to approve the new members selected by Holly Area Youth Assistance Members – Proposed Resolution 2018-02. Treasurer Freeman supported the motion. A roll call vote was taken; all those present voted yes; motion carried 5/0.**

4. Set Spring Cleanup.

The clean-up will be held at North Oakland County Fire Authority on Grange Hall Rd, on Saturday May 5, 2018 from 8am – 2pm. This will be done by Republic Waste services.

> **Treasurer Freeman made a motion to approve the Spring Clean-up for May 5, 2018. Supervisor Kullis supported the motion. A roll call vote was taken; all those present voted yes; motion carried 5/0.**

5. Youth Program.

There is interest from the Township Board on a possible government Youth Program proposed by Supervisor Kullis. He will proceed with getting more information on this possible future program.

6. Alternate Planning Commission Member

Nominated: Ray Kerton.

> **Clerk Winchester made a motion to approve Ray Kerton as an Alternate Planning Commission member, subject to an update the Planning Commission Bylaws. Treasurer Freeman supported the motion. A roll call vote was taken; all those present voted yes; the motion carried by a 5/0 vote.**

7. Administrative Policies and Procedures

The Township Attorney has gone through current Personnel Policies and Procedures and redlined suggested changes. They have not been updated since 2002. The attorney suggested a special workshop to discuss the changes. Workshop set for Wednesday, March 14, 2018 at 6pm.

> **Clerk Winchester made a motion to postpone the approval of any updates until the April Township Board meeting. Supervisor Kullis supported the motion. A voice vote was taken; all those present voted yes; the motion carried by a 5/0 vote.**

8. Consider Closed Session to Discuss Attorney / Client Privileged Communication.

7:54 pm

- **Clerk Winchester made a motion to approve a Closed Session to Discuss Attorney / Client Privileged Communication. Treasurer Freeman supported the motion. A roll call vote was taken; all those present voted yes; the motion carried by a 5/0 vote.**

8:38 pm

- **Treasurer Freeman moved to go out of Closed Session. Clerk Winchester supported the motion. A roll call vote was taken; all those present voted yes; the motion carried 5/0.**

- **Clerk Winchester moved to have the Attorney move forward with what the board discussed in closed session. Trustee Ruth supported the motion. A roll call vote was taken; all those present voted yes; the motion carried 5/0.**

- **Treasurer Freeman moved to rescind the Title of Code Enforcer/Assistant to Supervisor and replace it with the original title of Code Enforcement/Officer/Project Coordinator effective immediately. Trustee Feeney supported the motion. A roll call vote was taken; Freeman: Yes; Kullis: No; Feeney: Yes; Winchester: No; Ruth: No (said because he was confused). Motion failed 3/2.**

Set Workshop for Administrator Policies and Procedures on March 14, 2018 at 6:00 pm.

Public Comment – Non-agenda: None.

Adjournment

Supervisor Kullis, hearing no other business, adjourned the meeting at 9:23 pm.

Courtney Scian
Recording Secretary

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Karin S. Winchester, Clerk

Holly Township
Board of Trustees – Special Workshop Meeting
Minutes of March 14, 2018

Call to Order: Supervisor George Kullis called the March 14, 2018 Workshop Meeting of the Holly Township Board of Trustees to order at 6:06 p.m. at the Karl Richter campus, Holly Area Schools Board Room, 920 E. Baird St, Holly Michigan.

Pledge of Allegiance

Roll Call:

Members Present:
George A. Kullis, Supervisor
Karin S. Winchester, Clerk
Mark C. Freeman, Treasurer
Patrick Feeney, Trustee
Steve Ruth, Trustee

Others Present:
Lisa Hamameh, Township Attorney

Public Comment – None.

Business:

1. Administrative Policies and Procedures.

The Board reviewed Attorney changes and discussed additional changes and corrections to Personnel Policies and Procedures pages 1 – 31. The Board took no action.

Public Comment:

John Lauve 200 N. Saginaw addressed the board.

Adjournment: Supervisor Kullis, hearing no other business, adjourned the meeting at 8:10 p.m.

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Karin Winchester, MMC
Holly Township Clerk

PERIOD ENDING 02/28/2018

FINANCIAL STATMENT

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 02/28/2018 NORMAL (ABNORMAL	ACTIVITY FOR MONTH 02/28/2018 INCREASE (DECREA	AVAILABLE BALANCE NORMAL (ABNORMAL	% BDGT USED
Fund 101 - GENERAL FUND						
Expenditures						
Total Dept 254-DEPUTY TREASURER		37,385.00	24,522.52	3,062.19	12,862.48	65.59
Dept 255-GENERAL OFFICE STAFF						
101-255-703-000	SALARIES - CODE ENFORCE/ASSIST TO SUPERV	28,000.00	18,791.72	2,333.34	9,208.28	67.11
101-255-704-000	SALARIES - ZONING ADMINISTRATION	8,000.00	5,333.36	666.67	2,666.64	66.67
101-255-715-000	SOCIAL SECURITY	3,700.00	1,989.17	229.50	1,710.83	53.76
101-255-830-000	DUES, SUBS & TUITION	800.00	120.00	0.00	680.00	15.00
101-255-860-000	MILEAGE REIMBURSEMENT	400.00	0.00	0.00	400.00	0.00
Total Dept 255-GENERAL OFFICE STAFF		40,900.00	26,234.25	3,229.51	14,665.75	64.14
Dept 265-TOWN HALL						
101-265-850-000	TELEPHONE	4,800.00	2,875.37	376.99	1,924.63	59.90
101-265-920-000	UTILITIES	10,000.00	3,352.83	57.19	6,647.17	33.53
101-265-930-000	MAINTENANCE & REPAIRS	30,000.00	12,780.15	314.21	17,219.85	42.60
Total Dept 265-TOWN HALL		44,800.00	19,008.35	748.39	25,791.65	42.43
Dept 289-GENERAL SERVICES						
101-289-719-000	PENSION	27,500.00	18,625.88	2,350.21	8,874.12	67.73
101-289-720-000	HEALTH/LIFE INSURANCE	95,000.00	53,177.47	6,061.72	41,822.53	55.98
101-289-726-000	OPERATING EXPENSES	25,000.00	13,070.97	1,838.25	11,929.03	52.28
101-289-801-000	ACCOUNTANT	11,500.00	2,936.37	0.00	8,563.63	25.53
101-289-802-000	CONTRACTED SERVICES	1,500.00	1,037.50	0.00	462.50	69.17
101-289-804-000	ATTORNEY	35,000.00	5,122.00	377.00	29,878.00	14.63
101-289-816-000	COMPUTER MAINTENANCE	18,000.00	14,814.46	8,588.00	3,185.54	82.30
101-289-820-000	ORDINANCE CODIFICATION	5,000.00	1,300.00	0.00	3,700.00	26.00
101-289-830-000	DUES, SUBS & TUITION	5,000.00	5,123.17	100.00	(123.17)	102.46
101-289-900-000	LEGAL NOTICES	5,500.00	2,581.46	121.28	2,918.54	46.94
101-289-910-000	INSURANCE	10,500.00	10,887.00	0.00	(387.00)	103.69
101-289-955-000	MISCELLANEOUS	20,000.00	5,525.59	1,341.94	14,474.41	27.63
101-289-970-000	CAPITAL OUTLAY - BARN PROJECT	101,000.00	80,347.96	0.00	20,652.04	79.55
101-289-971-000	CAPITAL PROJECT FUND	20,000.00	0.00	0.00	20,000.00	0.00
Total Dept 289-GENERAL SERVICES		380,500.00	214,549.83	20,778.40	165,950.17	56.39
Dept 400-PLANNING, ZONING AND CODE ENFORCEMENT						
101-400-702-000	PLANNING COMMISSION SALARIES	9,500.00	1,710.00	0.00	7,790.00	18.00
101-400-705-000	CODE ENFORCEMENT	0.00	609.88	0.00	(609.88)	100.00
101-400-715-000	SOCIAL SECURITY	800.00	24.31	0.00	775.69	3.04
101-400-802-000	CONTRACTED SERVICES	2,500.00	762.50	0.00	1,737.50	30.50
101-400-811-000	PLANNER SERVICES	17,823.00	5,311.00	2,325.00	12,512.00	29.80
101-400-812-000	ENGINEER SERVICES	1,000.00	0.00	0.00	1,000.00	0.00
101-400-830-000	DUES, SUBS & TUITION	2,100.00	804.00	250.00	1,296.00	38.29
101-400-860-000	MILEAGE REIMBURSEMENT	700.00	161.57	0.00	538.43	23.08
Total Dept 400-PLANNING, ZONING AND CODE ENFORCEMENT		34,423.00	9,383.26	2,575.00	25,039.74	27.26
Dept 410-BOARD OF APPEALS						
101-410-702-000	SALARIES	600.00	95.00	0.00	505.00	15.83

FINANCIAL STATMENT

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 02/28/2018 NORMAL (ABNORMAL	ACTIVITY FOR MONTH 02/28/2018 INCREASE (DECREA	AVAILABLE BALANCE NORMAL (ABNORMAL	% BDGT USED
Fund 101 - GENERAL FUND						
Expenditures						
101-410-715-000	SOCIAL SECURITY	100.00	7.27	0.00	92.73	7.27
101-410-802-000	SALARIES	500.00	0.00	0.00	500.00	0.00
101-410-830-000	DUES, SUBS & TUITION	500.00	236.00	0.00	264.00	47.20
101-410-860-000	MILEAGE REIMBURSEMENT	200.00	0.00	0.00	200.00	0.00
Total Dept 410-BOARD OF APPEALS		1,900.00	338.27	0.00	1,561.73	17.80
Dept 450-PUBLIC WORKS						
101-450-520-000	CEMETERY	2,500.00	640.00	440.00	1,860.00	25.60
101-450-521-000	CLEANUP DAYS	9,000.00	0.00	0.00	9,000.00	0.00
101-450-930-000	ROAD GRAVEL	25,000.00	0.00	0.00	25,000.00	0.00
101-450-930-002	ROAD MAINT.-CHLORIDE	66,000.00	65,097.00	0.00	903.00	98.63
Total Dept 450-PUBLIC WORKS		102,500.00	65,737.00	440.00	36,763.00	64.13
Dept 660-COMMUNITY SERVICES						
101-660-844-000	YOUTH ASSISTANCE	2,625.00	2,625.00	0.00	0.00	100.00
Total Dept 660-COMMUNITY SERVICES		2,625.00	2,625.00	0.00	0.00	100.00
TOTAL EXPENDITURES		1,032,253.00	523,322.96	50,789.96	508,930.04	50.70
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		1,032,253.00	593,264.12	101,886.23	438,988.88	57.47
TOTAL EXPENDITURES		1,032,253.00	523,322.96	50,789.96	508,930.04	50.70
NET OF REVENUES & EXPENDITURES		0.00	69,941.16	51,096.27	(69,941.16)	100.00
BEG. FUND BALANCE		1,207,474.37	1,207,474.37			
END FUND BALANCE		1,207,474.37	1,277,415.53			

PERIOD ENDING 02/28/2018

FINANCIAL STATMENT

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 02/28/2018 NORMAL (ABNORMAL	ACTIVITY FOR MONTH 02/28/2018 INCREASE (DECREA	AVAILABLE BALANCE NORMAL (ABNORMAL	% BDGT USED
Fund 206 - FIRE AND EMERGENCY SPECIAL ASSESSMENT						
Revenues						
Dept 000-GENERAL						
206-000-410-000	CURRENT TAX COLLECTION	520,781.00	506,996.29	139,384.38	13,784.71	97.35
206-000-664-000	INTEREST	350.00	186.81	44.74	163.19	53.37
Total Dept 000-GENERAL		521,131.00	507,183.10	139,429.12	13,947.90	97.32
TOTAL REVENUES		521,131.00	507,183.10	139,429.12	13,947.90	97.32
Expenditures						
Dept 206						
206-206-740-000	OPERATING EXPENSES	800.00	160.18	0.00	639.82	20.02
206-206-802-000	CONTRACTED SERVICES	485,000.00	480,000.00	0.00	5,000.00	98.97
Total Dept 206		485,800.00	480,160.18	0.00	5,639.82	98.84
Dept 209-EXPENSES						
206-209-971-000	CAPITAL OUTLAY - FIRE HYDRANT WELL	35,331.00	0.00	0.00	35,331.00	0.00
Total Dept 209-EXPENSES		35,331.00	0.00	0.00	35,331.00	0.00
TOTAL EXPENDITURES		521,131.00	480,160.18	0.00	40,970.82	92.14
Fund 206 - FIRE AND EMERGENCY SPECIAL ASSESSMENT:						
TOTAL REVENUES		521,131.00	507,183.10	139,429.12	13,947.90	97.32
TOTAL EXPENDITURES		521,131.00	480,160.18	0.00	40,970.82	92.14
NET OF REVENUES & EXPENDITURES		0.00	27,022.92	139,429.12	(27,022.92)	100.00
BEG. FUND BALANCE		331,318.49	331,318.49			
END FUND BALANCE		331,318.49	358,341.41			

FINANCIAL STATMENT

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 02/28/2018 NORMAL (ABNORMAL	ACTIVITY FOR MONTH 02/28/2018 INCREASE (DECREA	AVAILABLE BALANCE NORMAL (ABNORMAL	% BDGT USED
Fund 249 - BUILDING						
Revenues						
Dept 000-GENERAL						
249-000-476-000	BUILDING LICENSES & PERMITS	90,000.00	59,872.80	5,325.00	30,127.20	66.53
249-000-664-000	INTEREST	75.00	0.00	0.00	75.00	0.00
Total Dept 000-GENERAL		90,075.00	59,872.80	5,325.00	30,202.20	66.47
TOTAL REVENUES		90,075.00	59,872.80	5,325.00	30,202.20	66.47
Expenditures						
Dept 371-BUILDING INSPECTION						
249-371-740-000	OPERATING EXPENSES	10,000.00	10,954.80	24.92	(954.80)	109.55
249-371-802-000	BUILDING INSPECTOR	44,075.00	17,353.56	2,910.15	26,721.44	39.37
249-371-803-000	ELECTRICAL INSPECTOR	12,000.00	7,055.35	623.40	4,944.65	58.79
249-371-804-000	MECHANICAL INSPECTOR	12,000.00	8,132.15	950.40	3,867.85	67.77
249-371-805-000	PLUMBING INSPECTOR	12,000.00	4,411.15	477.60	7,588.85	36.76
Total Dept 371-BUILDING INSPECTION		90,075.00	47,907.01	4,986.47	42,167.99	53.19
TOTAL EXPENDITURES		90,075.00	47,907.01	4,986.47	42,167.99	53.19
Fund 249 - BUILDING:						
TOTAL REVENUES		90,075.00	59,872.80	5,325.00	30,202.20	66.47
TOTAL EXPENDITURES		90,075.00	47,907.01	4,986.47	42,167.99	53.19
NET OF REVENUES & EXPENDITURES		0.00	11,965.79	338.53	(11,965.79)	100.00
BEG. FUND BALANCE		75,034.06	75,034.06			
END FUND BALANCE		75,034.06	86,999.85			
TOTAL REVENUES - ALL FUNDS		1,643,459.00	1,160,320.02	246,640.35	483,138.98	70.60
TOTAL EXPENDITURES - ALL FUNDS		1,643,459.00	1,051,390.15	55,776.43	592,068.85	63.97
NET OF REVENUES & EXPENDITURES		0.00	108,929.87	190,863.92	(108,929.87)	100.00
BEG. FUND BALANCE - ALL FUNDS		1,613,826.92	1,613,826.92			
END FUND BALANCE - ALL FUNDS		1,613,826.92	1,722,756.79			

INVOICE GL DISTRIBUTION REPORT FOR HOLLY TOWNSHIP
INVOICE DUE DATES 02/22/2018 - 03/21/2018
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

GL Number	GL Desc	Invoice Description	Amount
Fund 101 GENERAL FUND			
101-171-830-000	DUES, SUBS & TUITION	FEB-18	349.00
101-191-740-000	OPERATING EXPENSES	MAR-18 PETTY CASH	161.18
101-247-830-000	DUES, SUBS & TUITION	MAR-18	327.00
101-255-703-000	SALARIES - CODE ENFORCE/A	FEB-18	20.00
101-265-850-000	TELEPHONE	FEB-17	351.59
101-265-920-000	UTILITIES	FEB-18	655.68
101-265-920-000	UTILITIES	FEB-18	99.97
101-265-930-000	MAINTENANCE & REPAIRS	FEB-18	200.00
101-265-930-000	MAINTENANCE & REPAIRS	MAR-18	175.83
101-265-930-000	MAINTENANCE & REPAIRS	FEB-18	175.83
101-289-726-000	OPERATING EXPENSES	FEB-18	86.85
101-289-726-000	OPERATING EXPENSES	FEB-18	363.70
101-289-726-000	OPERATING EXPENSES	FEB-18	27.80
101-289-726-000	OPERATING EXPENSES	FEB-18	15.55
101-289-726-000	OPERATING EXPENSES	FEB-18	75.00
101-289-726-000	OPERATING EXPENSES	MAR-18	39.99
101-289-726-000	OPERATING EXPENSES	MAR-18	34.50
101-289-726-000	OPERATING EXPENSES	MAR-18	193.02
101-289-726-000	OPERATING EXPENSES	MAR-18	226.40
101-289-726-000	OPERATING EXPENSES	MAR-18	195.81
101-289-801-000	ACCOUNTANT	MAR-18	3,300.00
101-289-804-000	ATTORNEY	FEB-18	3,172.00
101-289-816-000	COMPUTER MAINTENANCE	FEB-18	669.00
101-289-816-000	COMPUTER MAINTENANCE	MAR-18	90.00
101-289-830-000	DUES, SUBS & TUITION	JAN-18	100.00
101-289-830-000	DUES, SUBS & TUITION	MAR-18	180.00
101-289-900-000	LEGAL NOTICES	FEB-18	952.88
101-400-811-000	PLANNER SERVICES	FEB-14	801.00
101-400-811-000	PLANNER SERVICES	MAR-18	1,346.40
101-400-811-000	PLANNER SERVICES	MAR-18	1,450.00
101-400-811-000	PLANNER SERVICES	MAR-18	917.50
101-450-520-000	CEMETERY	FEB-17 CEMETERY SNOW REMOVAL	165.00
101-450-520-000	CEMETERY	JAN-18 CEMETERY SNOW REMOVAL	275.00
			17,193.48
Fund 249 BUILDING			
249-371-740-000	OPERATING EXPENSES	FEB-18	24.92
249-371-802-000	BUILDING INSPECTOR	FEB-18	1,366.56

249-371-802-000	BUILDING INSPECTOR	FEB-18 2/16/18 - 2/28/16	86.19
249-371-803-000	ELECTRICAL INSPECTOR	FEB-18	241.20
249-371-803-000	ELECTRICAL INSPECTOR	FEB-18 2/16/18 - 2/2818	549.00
249-371-804-000	MECHANICAL INSPECTOR	FEB-18	601.80
249-371-804-000	MECHANICAL INSPECTOR	FEB-18 2/16/18 - 2/28/16	99.60
249-371-805-000	PLUMBING INSPECTOR	FEB-18	312.60
249-371-805-000	PLUMBING INSPECTOR	FEB-18 2/16/18 - 2/28/16	49.80
			3,331.67

Fund 701 TRUST & AGENCY

701-000-241-001	MOTT GRANT EXPENSE	BARN PROJECT	10,000.00

Fund 101 GENERAL FUND	17,193.48
Fund 249 BUILDING	3,331.67
Fund 701 TRUST & AGENCY	10,000.00
Total For All Funds:	30,525.15

NORTH OAKLAND COUNTY FIRE AUTHORITY
February 15, 2018

The following firefighters and guests were present.

Don Walls
Assistant Chief Matt Weil
Captain Chris Kettle

Chairperson Winchester called the regular meeting of the North Oakland County Fire Authority to order at 3:00 P.M. at Rose Township Offices, 9080 Mason St., Holly, MI.

Roll Call: Present – P. Gambka, D. Curtis, K. Winchester, G. Kullis, D. Scheib-Snider, Chief Lintz.
Absent –None.

CONSENT AGENDA APPROVAL

Moved by Kullis, seconded by Scheib-Snider, motion carried, to approve the following items under the consent agenda:

Proposed agenda for February 15, 2018
Approval of meeting minutes of the regular meeting on December 21, 2017
General Fund Revenue and Expense Report Year to Date
Equipment Replacement Fund Revenue and Expense Report Year to Date
Funds Available as of 1/31/2018

- Checking Account $ 282,912.01
- Statement Savings Account $ 190,440.86
- Capital Replacement Savings Account $ 53,280.61
- Bills for Payment (12/20/17 to 2/15/18) $ 124,917.26
- Cost of Payroll (12/30/17, 1/14/18, 1/30/18) $ 75,066.75
- December 2017 Run Report
- Accounts Receivable Report, Medical - $ 69,005.82, Fire - $8,768.00 as of 1/31/2018
- Aging Accounts Turned Over to Collections as of 1/31/16 - $141,214.41

Voting yes –Kullis, Scheib-Snider, Curtis, Winchester, Gambka.
Voting no – None.

PRESENTATION- There was no presentation.

OLD BUSINESS - There was no old business.

NEW BUSINESS

Request for Ambulance Repair

Moved by Kullis, seconded by Scheib-Snider, motion carried, to approve expenditures not to exceed $7,200.00 for ambulance repairs.

Voting yes – Kullis, Scheib-Snider, Winchester, Curtis, Gambka.
Voting no – None.

Budgets and Wages

The board continued the discussion regarding upcoming budgets and wages.

Reports

Incident Run Data for December 2017 – there were 72 runs for the department. Holly Township –36, Rose Township – 27, I-75 – 5, out of district - 4.

Incident Run Data for January 2018 – there were 77 runs for the department. Holly Township –30, Rose Township – 34, I-75 – 6, out of district - 7.

Incident Run Data for 2017 – there were 950 runs for the department. Holly Township –442, Rose Township – 389, I-75 – 67, out of district - 51.

Chief Lintz reported on the terrible house fire in the Rose Township trailer park, two 2017 AFG Grant applications have been submitted and they are waiting for the ISO results.

Rose Township – D. Scheib-Snider reported that Rose Township is having the Dearborn Park surveyed, that there will be lots of construction on the roads and that Mason St. will be paved from Milford Rd. to Franklin St.

Holly Township – G. Kullis reported that there will be a State of the Holly Community presentation this evening.

Citizen At Large –No report.

PUBLIC COMMENTS There was no public comment.

ADJOURNMENT

The meeting was adjourned at 3:49 P.M
Patricia A. Walls, Recording Secretary

Holly Township
Planning Commission – Regular Meeting
Minutes of February 06, 2018

Call to Order: Chairman Engelberg called the regular meeting of the Holly Township Planning Commission to order at 6:30 p.m. At the Karl Richter Community Center, Holly Area Schools Board Room, 920 E. Baird St, Holly Michigan.

Roll Call:

Members Present:
Tony Engelberg, Chairman
Stacey Steckley, Commissioner
Pat Feeney, Commissioner
Lloyd Kernen, Commissioner
Glen Mitchell, Commissioner
AC Alrey, Commissioner

Others Present:
Mike Deem, Township Planner
Karin Winchester, Zoning Administrator

Members Absent:
Ted Gurski, Commissioner

- **Commissioner Kernen made a motion to excuse the absence of Commissioner Gurski, due to medical issues. Commissioner Steckley supported the motion. A voice vote was taken, all those present voted yes; the motion carried by a 6/0 vote.**

Pledge of Allegiance

Agenda Approval:

- **Commissioner Alrey made a motion to add two items to the agenda under New Business – #2 Invasive species and #3 Solar and Wind Ordinance. Commissioner Steckley supported the motion. A voice vote was taken, all those present voted yes; the motion carried by a 6/0 vote.**

Public Comment – Agenda Items Only: N.A.

Public Hearings: None.

Approval of Minutes – January 02, 2018.

- **Commissioner Mitchell made a motion to amend the minutes of January 02, 2018 to change Ted Gurski's title from Chairman to Commissioner, and to change Tony Engelberg's title from Commissioner to Chairman. On page 3, second paragraph down, under Commissioner Kernen's report remove the word "back" from the sentence that starts with Supervisor Kullis stated it has already been put back on the foundation. Commissioner Steckley supported the motion. A voice vote was taken; all those present voted yes; the motion carried by a 6/0 vote.**

Communications: Letter dated 1-22-18 from Rose Township re: Draft Master Plan.

Old Business:

1. Woodlands Protection Ordinance.

Amy Fowlkes, Holly Township Code Enforcer, stated she spoke with John Rhoda, the Environmental Manager from the Charter Township of West Bloomfield, to see how they deal with and enforce a Woodlands Protection ordinance. They have their own division for Environmental Affairs and an Environmental Commission. Discussion was had by the Commission regarding the information and their opinions on the subject.

- **Commissioner Feeney made a motion to set a Public Hearing for the next Planning Commission meeting on March 6 for the Woodlands Protection Ordinance. Commissioner Alrey supported the motion. A voice vote was taken; all those present voted yes, with the exception of Commissioner Kernen and Commissioner Mitchell; the motion carried by a 4/2 vote.**

New Business:

1. Sign Ordinance Amendments.

The Township Planner, Mike Deem, has gone through the current ordinance and identified any conflicts that were out of compliance with the U.S. Supreme Court language for content neutrality standards. Forms of noncommercial speech cannot be regulated differently based on the content of the sign's message.

- **No action taken at this time.**

2. Invasive Species.

Oakland County CISMA will be coming in to talk to the Planning Commission regarding the invasive species ordinance. The Township is starting to take care of some of the issues in the Right of Ways. They will discuss Safety Aspects and work with residents on taking care of the species, while also working on making it mandatory for residents to treat.

- **No action taken at this time.**

3. Solar and Wind Ordinance.

Chairman Engelberg stated that solar farming is beginning in surrounding areas and will possibly be here soon. He would like an ordinance created for this to be proactive. The Township Planner stated that he can put together a proposal to address all aspects, including a decommission plan.

- **Commissioner Steckley made a motion to request Mike Deem create a proposal for the solar and wind ordinance to be sent to the Township Board of Trustees. Commissioner Mitchell supported the motion. A voice vote was taken, all those present voted yes; the motion carried by a 6/0 vote.**

Reports:

Commissioner Steckley reported that she received an email from Shannon Distribution inviting her to their open house in March, and encouraged others to review it.

Commissioner Engelberg questioned where we are at with the cell tower ordinance. Mike Deem stated he can make a proposal for it if directed to.

- **Commissioner Feeney made a motion to have Mike Deem create a cell tower proposal and request funding to update it. Commissioner Steckley supported the motion. A voice vote was taken, all those present voted yes; the motion carried by a 6/0 vote.**

Commissioner Engelberg attended a Michigan Township Association meeting and thinks this is a good program to be a part of. There are lots of great info and networking opportunities available. He is pleased with Consumers Energy's job at landscaping the areas they removed trees from. He attended a group study session at Holly Hotel to discuss the future of the Holly Heritage Farmstead and the Waterworks building. Plans and ideas were shared that have been used in surrounding communities. There will be an upcoming meeting regarding the train depot station and the surrounding property in Crapo Park. The Commission is working together well and their communication with one another is good, he appreciates that. He wishes Angie Lemon the best.

Public Comment:

Timm Smith, addressed the board.

Adjournment

Commissioner Engelberg, hearing no other business; adjourned the meeting at 8:07 pm.

_____

Courtney Scian
Recording Secretary

Revenue Totals Report

03/15/2018

Record Type	Exact Type	Category	Description	Entries	Amount
Permit	Building	Residential	Residental New SF	3	1,802.40
Permit	Building	Residential	Residential, Shed	1	57.60
Permit	Building	Standard Item	Base fee	5	375.00
Permit	Electrical	Inspection	NEW SF DWELLING UP TO 200 AMPS	4	1,100.00
Permit	Electrical	Standard Item	Fixture/Device	1	10.00
Permit	Electrical	Standard Item	Furnace	1	10.00
Permit	Electrical	Standard Item	Garbage Disposal	1	32.00
Permit	Electrical	Standard Item	Motor, 1 - 20 KVA/HP	1	15.00
Permit	Electrical	Standard Item	PERMIT BASE FEE	2	150.00
Permit	Mechanical	Heating	GAS OR SOLID FUEL MANUFACT FIREP	1	25.00
Permit	Mechanical	License Fee	Registration - Mechanical	2	30.00
Permit	Mechanical	Piping	Piping, Gas, per Outlet	3	48.00
Permit	Mechanical	Standard Item	Permit Base Fee	4	300.00
Permit	Mechanical	Standard Item	Res, New SF Dwelling	3	750.00
Permit	Mechanical	Standard Item	Water Connected Appliance	2	16.00
Permit	Plumbing	Standard Item	Fixture	2	56.00
Permit	Plumbing	Standard Item	Permit Base Fee	3	225.00
Permit	Plumbing	Standard Item	Res, New SF Dwelling	1	275.00
Permit	Plumbing	Standard Item	Stack	2	40.00
Permit	Plumbing	Standard Item	Water-Connected Appliance	1	8.00
			Totals	**43**	**5,325.00**

Population: All Records

Transaction.DateToPostOn Between 2/1/2018 12:00:00 AM AND 2/28/2018 11:59:59 PM

Office of the Clerk
248-634-9331 ext. 301
Fax: 248-634-5482

Holly Township
102 Civic Drive
Holly, MI 48442
(248) 634-9331

Dale M. Smith, Supervisor
Karin S. Winchester, Clerk
Mark Freeman, Treasurer
Mark Cornwell, Trustee
Steve Ruth, Trustee

RESOLUTION 2018-03
RECREATION PASSPORT GRANT PROGRAM
RESOLUTION OF AUTHORIZATION - LOCAL UNIT OF GOVERNMENT MATCH WITH DONATED FUNDS

WHEREAS, Holly Township supports the submission of an application titled, "**Shiawassee River Access**" to the Recreation Passport Grant Program for development of a canoe landing at the intersection of Fish Lake Road with the Shiawassee River in Holly Township; and,

WHEREAS, the proposed application is supported by the Community's 5-Year Approved Parks and Recreation Plan; and,

WHEREAS, Holly Township has made a financial commitment to the project in the amount of $5,000.00 matching funds, in cash and/or force account; and,

WHEREAS, if the grant is awarded the applicant commits its local match and donated amounts from the following sources:

Grant Amount Requesting	$118,000.00
Total Match	$ 47,000.00
Total Project Cost	$185,000.00

Match Commitment (must be 25%):

Headwaters Trails Inc.	$20,000.00 in donated land
Holly Township General Fund	$10,000.00

Total $30,000.00

NOW THEREFORE, BE IT RESOLVED that Holly Township hereby authorizes submission of a Recreation Passport Grant Program application for $185,000, and further resolves to make a local match through financial commitment and donations of $30,000.00 (25%) of a total $185,000.00 project cost, during the 2018 - 2019 fiscal year.

ADOPTED by the Holly Township Board of Trustees this 21st day of March, 2018.

Motion by:
Supported by:
Ayes:
Nays:
Absent:

Office of the Clerk
248-634-9331 ext. 301
Fax: 248-634-5482

Holly Township
102 Civic Drive
Holly, MI 48442
(248) 634-9331

Dale M. Smith, Supervisor
Karin S. Winchester, Clerk
Mark Freeman, Treasurer
Mark Cornwell, Trustee
Steve Ruth, Trustee

Clerk's Certificate

The undersigned, being the duly qualified and acting Clerk of the Township of Holly, Oakland County, Michigan, hereby certifies that (1) the foregoing is a true and complete copy of a resolution duly adopted by the Township Board at a regular meeting held on the 21st day of March, 2018, at which meeting a quorum was present and remained throughout, (2) the original thereof is on file in the records in my office; (3) the meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with the Open Meetings Act (Act No. 267, Public Acts of Michigan, 1976, as amended) and (4) minutes of such meeting were kept and will be or have been made available as required thereby.

Karin S. Winchester, MMC
Holly Township Clerk
Oakland County, Michigan

Headwaters Trails

P.O. Box 33, Holly, MI 48442-0033 ph. 248-634-3513 www.headwaterstrailsinc.org

RESOLUTION TO TRANSFER PROPERTY

At the February 7, 2018 regular monthly meeting of Headwaters Trails, Inc., Rex Mathewson moved and Bruce Allan seconded a motion to transfer ownership of the one acre parcel on Fish Lake Road, Parcel ID 01-28-352-017 from Headwaters Trails, Inc. to Holly Township, 102 Civic Drive, Holly, MI 48442, for the purpose of constructing and maintaining a canoe/kayak launch provided that the grant application for development to the Michigan Recreation Passport program is approved.
Transfer at no cost will occur immediately following notification of grant approval. However, if the grant is not approved, the parcel will remain in the control of Headwaters Trails, Inc., a private, non-profit trails promotion entity, P.O. Box 33, Holly, MI 48442.
The motion was approved unanimously by a roll call vote.

Attested to by

Charles F. Julian

Charles Julian, Secretary, Headwaters Trails, Inc.

3/12/2018

Date

North Oakland Headwaters Land Conservancy

P.O. Box 285
Clarkston, MI 48347
248-795-2808
WWW.NOHLC.ORG

Conserving the woods, fields, streams, wetlands and other natural resources in the headwaters area of the Clinton, Shiawassee, Huron & Flint Rivers

2018 Board of Directors

Emily Duthinh *President*
Jean Gramlich *Vice President*
Marilyn Zigarac *Treasurer*
Bette Moen *Secretary*
Michael Dougherty
Susan Julian
Lora Perkins
Jill Stern

Performance Auditors
Mary Blanchard
Christopher Benedict

Staff

Sue Julian *Acting Executive Director*
Mary Herzenstiel *Administrative Asst.*
Rebbecca Steketee *Administrative Asst*

ACCREDITED LAND TRUST ACCREDITATION COMMISSION

Office:
Deer Lake Center
7150 Dixie Highway
Suite 2
Clarkston, MI 48346

RESOLUTION OF THE BOARD OF NORTH OAKLAND HEADWATERS LAND CONSERVANCY GRANTING PERMISSION TO BUILD A CANOE/KAYAK LAUNCH

The Board of Directors of Independence Land Conservancy d/b/a North Oakland Headwaters Land Conservancy (NOHLC) approves of the attached "Detailed Plan View of Construction" of a launch/landing for canoes and kayaks at its Gill Landing easement legally placed on parcel ID 01-28-352-017. Construction of a launch/landing is a reserved right in the easement signed July 28, 2008 and recorded in Oakland County Register of Deeds office Liber 40511 Page 335. Approval has the following conditions:

1) The owner of the property, Headwaters Trails, Inc. or its successors or assigns, shall notify NOHLC, not less than 15 days, prior to the date that construction will begin; and
2) The owner of the property, Headwaters Trails, Inc. or its successors or assigns, shall be required to resubmit plans to NOHLC for approval for any actual or proposed modifications that deviate from the original plans approved by NOHLC during the construction period; and
3) The owner of the property, Headwaters Trails, Inc. or its successors or assigns, shall permit unrestricted access to NOHLC to observe construction activities during the construction period; and
4) In the event that any work performed during the construction period does not conform to the approved plans, or which may potentially result in , or causes actual damage to, the conservation values of the property, NOHLC shall have the right, in its sole discretion, to halt construction, until such time that HeadwatersTrails, Inc. or its successors or assigns, cures any such deviation to the approved plans to the written satisfaction of NOHLC.

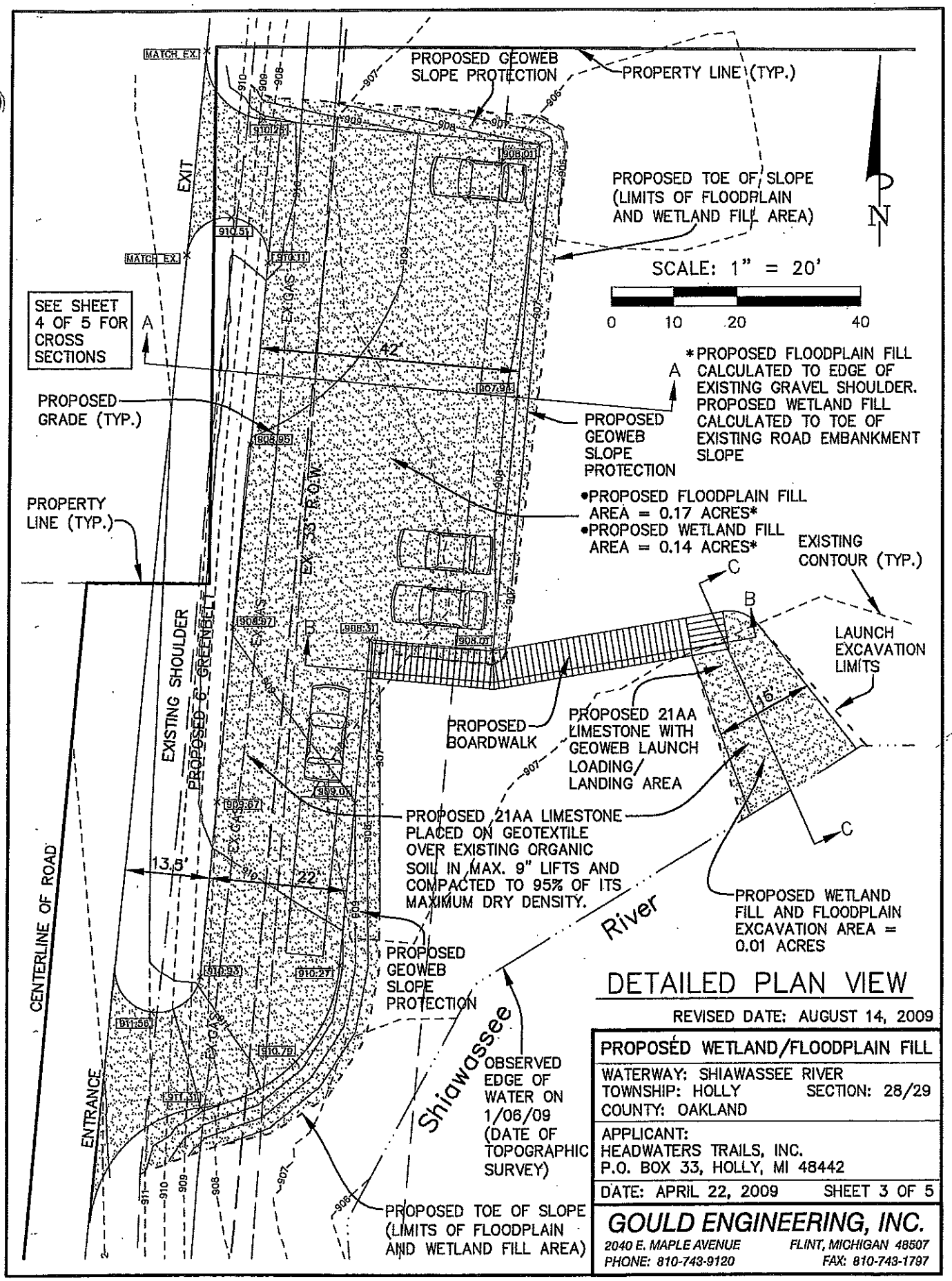
Attachments: Current Easement Configuration
Proposed Easement Configuration
Detailed Plan View of Construction

This resolution was passed at the March 5, 2018 NOHLC Board meeting by a vote of 6 yes vote, 0 no votes and one abstention.

_____ _____
Bette Moen, Secretary Date

Shiawassee River Access--Holly Township
Current Easement Configuration
Property Boundary
Easement Area

Shiawassee River Access--Holly Township
Proposed Easement Configuration
Property Boundary
Easement Area



DETAILED PLAN VIEW

REVISED DATE: AUGUST 14, 2009

PROPOSED WETLAND/FLOODPLAIN FILL	
WATERWAY: SHIAWASSEE RIVER TOWNSHIP: HOLLY COUNTY: OAKLAND	SECTION: 28/29
APPLICANT: HEADWATERS TRAILS, INC. P.O. BOX 33, HOLLY, MI 48442	
DATE: APRIL 22, 2009	SHEET 3 OF 5

GOULD ENGINEERING, INC.
2040 E. MAPLE AVENUE FLINT, MICHIGAN 48507
PHONE: 810-743-9120 FAX: 810-743-1797

COST PARTICIPATION AGREEMENT

2018 GRAVEL ROAD PROGRAM

Township of Holly

Board Project No. 54272

This Agreement, made and entered into this_____day of _____, 2018, by and between the Board of County Road Commissioners of the County of Oakland, Michigan, hereinafter referred to as the BOARD, and the Township of Holly, hereinafter referred to as the COMMUNITY, provides as follows:

WHEREAS, the BOARD and the COMMUNITY have agreed to program the spreading of gravel and chloride on various roads under the jurisdiction of the BOARD, as described in Exhibit "A", attached hereto, and made a part hereof, the roads selected will be mutually agreed upon by the BOARD and the COMMUNITY, which are hereinafter referred to as the PROJECT; and

WHEREAS, the estimated total cost of the PROJECT is $75,000; and

WHEREAS, the PROJECT involves certain designated and approved Tri-Party Program funding in the amount of $75,000 which amount shall be paid through equal contributions by the BOARD, the COMMUNITY, and the Oakland County Board of Commissioners, hereinafter referred to as the COUNTY; and

WHEREAS, the COMMUNITY and the BOARD have reached a mutual understanding regarding the cost sharing of the PROJECT and wish to commit that understanding to writing in this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants set forth herein, it is hereby agreed between the COMMUNITY and the BOARD that:

1. The BOARD shall forthwith undertake and complete the PROJECT, as above described, and shall perform all engineering, inspection and administration in reference thereto.

2. The actual total cost of the PROJECT shall include total payments to the contractor. Any costs incurred by RCOC prior to this agreement date shall be allowable.

3. The estimated total PROJECT cost of $75,000 shall be funded and invoiced in the following order:

   a. Tri-Party Program funding in the amount of $75,000.

   b. Any PROJECT costs above the Tri-Party Program funding of $75,000 will be funded first with any available Tri-Party Program funds. If no Tri-Party Program funds are available, any PROJECT costs above $75,000 will be funded 100% by the COMMUNITY.

4. Upon execution of this Agreement, the BOARD shall submit an invoice to the COMMUNITY in the amount of $25,000 (being 100% of the COMMUNITY'S Tri-Party contribution).

5. Upon execution of this agreement and approval by the COUNTY, the BOARD shall submit an invoice to the COUNTY in the amount of $25,000 (being 100% of the COUNTY'S Tri-Party contribution).

   a. The invoice shall be sent to:

      Lynn Sonkiss, Manager of Fiscal Services
      Executive Office Building
      2100 Pontiac Lake Road, Building 41 West
      Waterford, MI 48328

6. Upon receipt of said invoice(s), the COMMUNITY and the COUNTY shall pay to the BOARD the full amount thereof, within thirty (30) days of such receipt.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and date first written above.

BOARD OF ROAD COMMISSIONERS OF THE
COUNTY OF OAKLAND
A Public Body Corporate

By_____

Its_____

TOWNSHIP OF HOLLY

By_____

Its_____

EXHIBIT A

TRI-PARTY PROGRAM

2018 Gravel Road Program

Township of Holly

Board Project No. 54272

Spreading of gravel and chloride on various roads within the township.

ESTIMATED PROJECT COST	
Contractor Payments	$75,000

COST PARTICIPATION BREAKDOWN

	COMMUNITY	COUNTY	BOARD	TOTAL
FY2013 Tri-Party Program	$1,261	$1,261	$1,260	$3,782
FY2014 Tri-Party Program	$9,672	$9,672	$9,673	$29,017
FY2015 Tri-Party Program	$9,693	$9,693	$9,693	$29,079
FY2016 Tri-Party Program	$4,374	$4,374	$4,374	$13,122
TOTAL SHARES	$25,000	$25,000	$25,000	$75,000

- **Clerk Winchester made a motion to approve the opening of the hearing for 2017-2018 Holly Township Proposed Budget and for the Annual Redetermination Confirming Special Assessment District for the Purpose of Fire and Emergency Service and Supporting Millages. Trustee Ruth supported the motion. A roll call vote was taken; all those present voted yes; the motion carried by a 5/0 vote.**

The public made no comments.

- **Clerk Winchester made a motion to close the hearing for 2017-2018 Holly Township Proposed Budget and for the Annual Redetermination Confirming Special Assessment District for the Purpose of Fire and Emergency Service and Supporting Millages. Trustee Ruth supported the motion. A roll call vote was taken; all those present voted yes; the motion carried by a 5/0 vote.**

Presentations:

MTA (Michigan Townships Association) - Catherine Mullhaupt and Judy Allen

Catherine Mullhaupt and Judy Allen made a presentation to the Board about the benefits of belonging to MTA. Member services provides benefits to the Townships, mostly magazines, annual conferences with education programs, networking opportunities, training activities, electronic bulletins sent out weekly and monthly. These member information services are only provided to Townships. Some of the other benefits include information on State laws regarding Townships, answering Township official's questions, providing training and materials, and answering phone calls.

RCOC Gravel Program for Holly Township – Supervisor Kullis and Oakland County Road Commission

In 2017 Twenty Thousand Tons of gravel will be distributed to the areas that need it the most on Tinsman, Halsey and Gage Rd. The township will doing a 3 year Road Gravel Project using Tri-Party Funds. In 2018 work will be done on 2 miles of Quick Rd., County Line Rd, Gage, Belford between Halsey and Grundyke Rd. In 2019 work will be done on Tinsman, Kurtz and Addis Rd. In 2020 work will be done on Mitchell Rd, Elliott Rd, Fish Lake Rd., That will complete the NW section of Holly Township from Grange Hall Rd going North and North Holly Rd going West. Residents can call 248-858-4804 with any road issues.

Reports: Treasurer Freeman reported that he is preparing to print Summer Taxes, which homeowners should receive by July 1, 2017.

Public Comment on Agenda Items Only: None.

ROAD COMMISSION for OAKLAND COUNTY

QUALITY LIFE THROUGH GOOD ROADS:
ROAD COMMISSION FOR OAKLAND COUNTY
"WE CARE."

If you plan to coordinate individual resident dust-control orders, the orders must be submitted on Road Commission for Oakland County Work Order Applications. They must include the ***complete*** mailing address (this includes city and zip code) of the resident requesting the order. This is necessary in case we need to communicate with residents due to irregularities in the order. Communication will be from our office to the resident, as our Maintenance Department field staff will not knock on residents' doors.

INDIVIDUAL ORDERS:

- Must be a minimum of 500 ft for local roads, minimum of 1,000 ft for subdivision streets
- The application rate is 2,000 gallons per mile per application.

BLANKET ORDERS:

- Cover ***all local roads*** and ***subdivision streets*** township-wide
- The application rate will be 2,000 gallons per mile per application

Please find attached mileage by road for all local and subdivision gravel roads in your township (if applicable). We ask that you review this for accuracy prior to submitting your application for a blanket order.

If you have questions concerning the instructions, the Department of Customer Services at the Road Commission will be glad to give you a more detailed explanation of any part of our dust control program. You can reach the department at 1-877-858-4804. Enclosed, for your information, is a copy of the Dust-Control Program Instructions and Application Schedule.

Sincerely,

David Czerniakowski, Director
Department of Customer Services

DC/sjw
Attachments

ROAD COMMISSION for OAKLAND COUNTY

QUALITY LIFE THROUGH GOOD ROADS:
ROAD COMMISSION FOR OAKLAND COUNTY
"WE CARE."

Board of Road Commissioners

Ronald J. Fowkes
Commissioner

Gregory C. Jamian
Commissioner

Eric S. Wilson
Commissioner

Dennis G. Kolar, P.E.
Managing Director

Gary Piotrowicz, P.E., P.T.O.E.
Deputy Managing Director
County Highway Engineer

Department of Customer Services

2420 Pontiac Lake Road
Waterford, MI
48328

248-858-4804

FAX
248-338-0675

www.rcocweb.org

March 13, 2018

Mr. George A. Kullis, Supervisor
Township of Holly
102 Civic Drive
Holly, MI 48442

Dear Mr. Kullis:

The Road Commission for Oakland County (RCOC) will be offering its dust-control program again this season. You will find enclosed the 2018 Instructions and Application Form that we sent to our previous year's customers. If your township plans to participate financially in the dust-control program, a letter confirming the amount of township participation must be forwarded to the RCOC Department of Customer Services - Waterford Office no later than April 16, 2018. Until such letter is received, we cannot assume the township intends to participate.

The dust-control program this year will run again as it did last year with pricing being applied per application. There has been an inflationary increase as illustrated on the table below. Townships that wish to cover all local and subdivision streets will get the "blanket coverage" rate while individual locations will receive the "individual" rate. This pricing allows all customers the option of selecting the best program to meet their needs.

Order type	2018 Cost/ft per Application	2018 Cost per 1000 ft	2018 Annual Cost – 4 apps	2018 Annual Cost – 5 apps	2017 Annual cost - 4 Apps	2017 Annual cost - 5 Apps
Blanket	$0.0675	$67.50	$270.00	$337.50	$240.00	$300.00
Individual	$0.1130	$113.00	$452.00	$565.00	$392.00	$490.00

RCOC will continue the flexibility to this program as well: A township that originally signs up for four applications may adjust to a fifth application, provided the notice is given to RCOC prior to the completion of the third application. RCOC's goal is to best fit the customer's needs and budget.

ROAD COMMISSION FOR OAKLAND COUNTY
2018 CHLORIDE PROGRAM -- GRAVEL ROAD MILEAGE REPORT

PRIMARY GRAVEL — **HOLLY TOWNSHIP** — Mileage update 03/15 sjw

Road Name	Location	Footage	Borders
Belford	Halsey to North Holly	9,138	
Belford	Fagan to Dixie Highway	6,296	
Belford	North Holly to Fagan	5,390	
Groveland	Dixie Highway to Vasser	2,562	
Halsey	Belford to County Line	2,579	
Thompson	Halsey West to County Line	6,653	
	Total Primary Feet:	**32,618**	
	Total Primary Miles:	**6.18**	

LOCAL GRAVEL

Road Name	Location	Footage	Borders
Academy		1,950	
Addis	Fish Lake to Kurtz	7,715	
Belford	Halsey to Gage	2,660	
County Line	North Holly to Halsey (border)	5,840	
Elliott	Fish Lake to North Holly	4,974	
Elliott	North Holly to Dead End	579	
Evans		10,000	
Fagan	North of Lahring	7,187	
Fagan	South of Lahring	9,217	
Falk	Rood to East Holly	5,777	
Fish Lake	Belford to Elliott	10,280	10280' added- D. Cervin-rev. mileage-realized it was missing)4/11.nc
Gage	Thompson to County Line	12,088	
Grundyke	Kurtz to Gage	1,928	
Halsey	County Line to Thompson	4,499	
Hess	Grange Hall to Dead End	9,507	
Holdridge	Township Line to Dead End	2,416	
Houser	w/of Fish Lake	2,597	Rose Twp
Kurtz	Fish Lake to Gage	11,237	
Lahring	Dixie Highway to North Fagan	11,438	
Lahring	North Fagen to North Holly	5,200	
Mackey	Rood to Grange Hall	7,541	
McClelland	Vasser to Pavement	713	
Mitchell	North Holly to Fish Lake	5,115	
Newark		1,527	
Quick	Fagen to North Holly	4,698	
Quick	North Holly to Fish Lake	4,851	
Rood		12,027	
Shields	Fagan to Dead End	3,509	
Tinsman		10,580	
Tucker	Tucker to Weber along border	2,640	Rose Twp
Tucker	East Holly to Weber (border road)	7,790	
Vasser	Groveland to County Line	2,112	Groveland Twp
Weber	Tucker to East Holly	1,162	Groveland Twp
	Total Local Feet:	**191,354**	
	Total Local Miles:	**36.24**	

ROAD COMMISSION FOR OAKLAND COUNTY
2018 CHLORIDE PROGRAM -- GRAVEL ROAD MILEAGE REPORT

SUB-LOCAL GRAVEL

Road Name	Location	Footage	Borders
Bramblewood	Addis to Dead End	1,660	
Iroquios Woods	North off Tinsman	4,170	
JoAnn	Grange Hall to Dead End	873	
Linder	Quick North to Dead End	1,920	
Placid Drive	Fish Lake to Dead End	1,243	
Sorenson Park	off E. Holly 1700. With Nature Center	2,248	According to Vllg-add to
	Total SubLocal Feet:	**12,114**	Twp 3-31-08
	Total SubLocal Miles:	**2.29**	

SUMMARY

Local + Sub-Local Total Feet =	**203,468**
Resident cost (4 applications) @ 0.1130/ft per app =	**$9,196.75**
Proposed Blanket Program (5 applications) @ 0.3375/ft =	**$68,670.45**
Village of Holly total feet =	**13,522**
Proposed Blanket Program (5 applications) @ 0.3375/ft =	**$4,563.68**
HollyTwp and Village of Holly Total (blanket cost of .3375/ft)=	**$73,234.13**
Proposed Blanket Program (4 applications) @ 0.27/ft =	**$54,936.36**
Village of Holly total feet =	**13,522**
Proposed Blanket Program (4 applications) @ 0.27/ft =	**$3,650.94**
HollyTwp and Village of Holly Total (blanket cost of .27/ft)=	**$58,587.30**

2017 FOR 5 APPLICATIONS WAS
65,097.00. #8137.13 MORE FOR 2018

ROAD COMMISSION FOR OAKLAND COUNTY
2018 CHLORIDE PROGRAM -- GRAVEL ROAD MILEAGE REPORT

VILLAGE OF HOLLY

Mileage update 03/15/10nc

SUB-LOCAL

Road Name	Location	Footage	
Ash	S. of Thomas	414	
Broad St	N. of Maple	1,200	
Cemetery	E. of Park Ave.	600	
Church	W. of S. Saginaw	585	
Clarence	N. of Elm	480	
East	N. of Maple	1,555	1,684 removed 3-31-08 per
Elementary Drive	to Elm	796	Vllg-being paved in 2008
Franklin	W. of LeGrande	635	Emily removed 3-31-08 per
Hubble	W. of N. Saginaw	1,287	Vllg-paved in 2007.
Klempp	W. of East St	282	
LeGrande	Locke to W. Rose	355	
Little Broad	W of Maple	572	
Locke	W. of LeGrande	315	
East Rose	E. of East	1,575	
West Rose	LeGrande to Dead End	1,498	Sorenson Pk removed 3-31-08
Sunset	S. of Grange Hall	506	per Vllg-belongs to Twp.
Tenny	Franklin to W. Rose	665	
Thomas	E. of Holly Bush	202	
	Total SubLocal Feet:	**13,522**	
	Total SubLocal Miles:	**2.56**	

SUMMARY	
Village of Holly total feet =	**13,522**
Proposed Blanket Program (5 applications) @ 0.3375/ft =	**$4,563.68**

See Holly Township Mileage Report for pricing.

INSTRUCTIONS FOR
2018 DUST-CONTROL PROGRAM
ROAD COMMISSION FOR OAKLAND COUNTY

To participate in the Road Commission for Oakland County (RCOC) 2018 Dust-Control Program, complete the following steps:

- For best assurance of scheduling timely service, orders and payment for seasonal dust control applications **MUST BE RECEIVED ON OR BEFORE MONDAY, APRIL 30, 2018.**

- The attached form must be completely filled out and submitted by mail or in person to the Road Commission for Oakland County, Department of Customer Services, 2420 Pontiac Lake Road at County Center Drive West, Waterford Township, Michigan 48328. Some townships will accept orders at the township offices. Please check with your township to find out if your application should be placed there or with the Road Commission.

- The cost of dust control treatments will be $0.1130 per linear foot per application for individual orders of four applications. There has been an inflationary increase as illustrated on the table below.

Order type	2018 Cost/ft per Application	2018 Cost per 1,000 ft	2018 Annual Cost - 4 Apps	2017 Annual Cost - 4 apps
Individual	$0.1130	$113.00	$452.00	$392.00

- Some townships participate in the cost of dust control so **please check with your township office regarding their participation as it may change from year to year.**

Additional requirements are as follows:

1. Description of the road to be treated must include township, road name, linear footage and **EXACT** location of starting and ending points. **Orders without this information will be returned and must be resubmitted by APRIL 30, 2018.**

2. Orders must be for at least 1,000 consecutive linear feet of dust control with the following **EXCEPTIONS:**

   a) Where there is more than one short subdivision street (under 1,000 feet) we will accept orders where the combined footage is in excess of 1,000 feet provided the streets adjoin one another.
   b) Orders for less than 1,000 feet in subdivisions will be accepted provided the full 1,000 foot payment is made, i.e. $452.00 for four applications.
   c) On local "mile type" roads, orders will be accepted for a minimum of 500 feet **with no more than one skip**. Orders greater than 500 feet will be limited to two skips. This does not apply to subdivision streets.

3. Only **ONE** check should be sent to cover each order. Make the check payable to:

ROAD COMMISSION FOR OAKLAND COUNTY

Mail your order to:

ROAD COMMISSION FOR OAKLAND COUNTY
2420 PONTIAC LAKE ROAD
ATTN: DEPARTMENT OF CUSTOMER SERVICES
WATERFORD, MI 48328

4. To avoid delays in processing your order, please make sure you have coordinated your order with orders being placed by your neighbors (connecting orders).

5. Private roads cannot be included in this program.

If you have a question concerning our program, please call the Department of Customer Services toll-free at (877) 858-4804.

APPLICATION SCHEDULE

Our goal is to have the first application completed by approximately the last weekend of May. Subsequent applications will follow every 4-6 weeks. Please note: The timeframe between applications may vary due to unforeseen circumstances such as weather, equipment breakdowns or material supply.

DUST CONTROL MATERIAL

The dust control material that is spread will be mineral-well brine (naturally occurring salt water – see below for more details about the brine used) at an application rate of 2,000 gallons per mile. The width of the application will be 20 to 22 feet. No special width or double applications will be provided. Intersections and extremely wide roads will not be fully covered. Due to our spreading schedule, it is necessary to limit the number of applications to four.

FACTS ABOUT MINERAL-WELL BRINE

1. Mineral-well brine attracts moisture from the atmosphere and the ground. It is this moisture which acts as a binder on the "fines" in the surface aggregate, preventing them from becoming airborne.

2. Periods of minimal rainfall and low humidity will result in less moisture attracted to the surface of a gravel road on which mineral-well brine has been applied. As a result, the effectiveness will be less during these periods than during periods of high humidity and more rain. The amount of moisture attracted determines how effectively the dust is controlled. During dry periods, the application may be light in color or appear to be streaked.

3. A number of conditions are detrimental to the effectiveness of mineral-well brine with high traffic volume being the foremost. Sandy soil, lack of binders in the gravel and lack of shade trees all have some adverse affect on mineral-well brine.

4. We do not accept applications for mineral-well brine on roads which have been oiled. Mineral-well brine cannot penetrate the oiled surface and either "runs off" or "puddles." It is suggested waiting one or two seasons prior to purchasing brine for this type of road.

5. Even under normal conditions, it is assumed that dust will not be completely eliminated and we do not make any promise or commitment to that effect.

FOR DCS USE ONLY
Work Order No. _____
Receipt / Check No. _____

ROAD COMMISSION FOR OAKLAND COUNTY
DEPARTMENT OF CUSTOMER SERVICES
2420 Pontiac Lake Road
Waterford, Michigan 48328
Telephone: (248) 858-4804 or Toll-Free (877) 858-4804
Fax (248) 338-0675
dcsmail@rcoc.org

2018 DUST CONTROL APPLICATION

ALL ORDERS MUST BE RECEIVED ON OR BEFORE MONDAY, APRIL 30, 2018*

Please READ ALL INSTRUCTIONS FOR THE 2018 DUST CONTROL PROGRAM before completing this form.

NAME: _____

ADDRESS: _____ CITY _____ ZIP _____
(House Number & Street)

TELEPHONE: _____ TOWNSHIP _____

EMAIL: _____

	TOTAL # OF FEET		TOTAL AMOUNT
(4 Apps X)	_____	@ $0.1130 per Foot/App (minimum order $452.00)	$_____
		Less Township Participation (if applicable) (-)	$_____
		AMOUNT ENCLOSED (one check only) (=)	$_____

Make Check Payable to: **ROAD COMMISSION FOR OAKLAND COUNTY**

To assist our personnel in placing your order correctly, please be specific on start and ending points. Using identifiable land marks for limits on your order would be appreciated.

DESCRIPTION:

Spread on _____ _____ Road, beginning at _____

_____ _____ And go east, west, north, south (circle one) to _____

_____

_____

_____

_____

_____

Repeat above information for each additional segment of the road to be treated.

_____

_____

_____

_____

MCKENNA

Memorandum

TO: Holly Township Planning Commission

FROM: Michael Deem, AICP

SUBJECT: Woodlands Protection Ordinance

DATE: February 27, 2018

One of the goals of the recently adopted Master Plan is to protect the natural features of the Township. As part of the implementation of the Master Plan, we present a draft Tree and Woodlands Protection Ordinance. The intent of this ordinance is to protect the natural features of the Township by placing reasonable restrictions on the removal of trees and woodlands. This is accomplished by developing standards for the removal and replacement of protected trees and identifying exemptions from these regulations. The focus of the ordinance is to protect the trees that have the most visual impact by having higher replacement requirements for protected trees in the front yard and adjacent to neighboring properties.

REVISIONS

During the public hearing held by the Planning Commission, residents were concerned. Since that meeting, the Township Supervisor, Planning Commission Chairman, and McKenna worked to provide an alternative method of woodlands protection that would address the concerns about the perceived costly, over regulation of single family residential lots, but still protect the "up north" character of the Township. The proposed ordinance limits when a tree removal permit is required. In order to limit the visual impact that removal of trees would have, a permit would only be required if a regulated tree were to be removed from the required setback of the property. This would allow single family residential property owners to remove any tree outside the setback area without a permit. There are no proposed changes to subdivisions and nonresidential properties.

EXEMPTIONS

The ordinance provides for a number of activates that are exempt from the ordinance as follows:

- Public Unities and other Public Agencies
- Routine Maintenance
- Public Safety
- Dead, diseased, or damaged trees
- Disasters and Emergencies
- Removable trees as listed in the ordinance.
- On single family lots, trees that are outside the required setbacks
- Removal of trees for operations consistent with the Michigan Right to Farm Act.
- Removal of trees for a driveway, building envelope, or septic field.

SETBACKS

The revised ordinance protects trees in the required setback area for single family homes. The minimum yard setbacks are as follows:

HEADQUARTERS
235 East Main Street
Suite 105
Northville, Michigan 48167

O 248.596.0920
F 248.596.0930
MCKA.COM

	Minimum Lot Size		Minimum Yard Setback		
Zoning District	**Area (Acres)**	**Lot Width (Feet)**	**Front Yard [1, 3] (Feet)**	**Side Yard [2] (Feet)**	**Rear Yard (Feet)**
Single-family residential, R-1	0.5	100	25	10	30
Single-family residential, R-2	1.0	125	35	10	35
Suburban residential, SR	1.5	150	40	15	50
Rural estate, RE	2.5	200	50	25	50
Agricultural residential, AGRE	5.0	300	75	25	75

For example, as revised, the woodlands protection ordinance would require a tree protection zone of 25 feet in the front yard, 10 feet for each side yard, and thirty feet in the rear yard for lots zoned R-1.

MINIMUM NUMBER OF TREES

The ordinance allows the removal of any tree outside of the setback area, such that there is a minimum of five trees per acre, or 50 trees (whichever is less) are located on the property. Five trees per acres was chosen based on a visual survey of the Township aerial map.

REVIEW PROCESS

The review of a tree removal permit for a single family residential lot is done by the zoning administrator, or their designee. An applicant is required to provide a description of the activity to be undertaken, including a sketch or plot plan showing the location of Regulated Tree(s) to be removed and Replacement Trees. The sketch plan can be a simple Google Earth print out indicating the location and number of trees to be removed.

A tree removal permit shall be granted when application and tree replacement requirements specified herein are satisfied based upon one or more of the following circumstances:

a. Where no other practical alternative exists for the placement of a building, building addition, structure, driveway, deck, patio, recreation facility or lawn area for use by the inhabitants of the building or dwelling, or any other authorized improvements, but in the vicinity of an existing tree.

b. Where the location or growth of a tree inhibits the enjoyment of any outdoor pool, patio, recreation facility or deck.

c. Where the location, angle or growth of an existing tree makes it a hazard to structures or human life.

d. Where the selective removal of trees will result in a healthier and more sustainable woodland environment without adversely impacting the character of the surrounding area.

ALTERNATIVE NONRESIDENTIAL TREE AND WOODLAND PROTECTION ORDINANCE

Based on the recent discussion the Planning Commission has had, we have prepared an alternative ordinance that would only apply to nonresidential uses in the Township. Typically, this ordinance would be applied during the site plan approval phase of development. This ordinance would still provide exemptions for removing trees for the building envelope, access drives, and utilities. The purpose of the alternative ordinance is to protect the "Up North in Oakland County" character of the Township but provide residents with the felicity to manage their land as necessary.

STATE OF MICHIGAN
COUNTY OF OAKLAND
Holly Township

ORDINANCE NO.

An ordinance to amend Article V, Environmental Regulations of the Holly Township Code.

HOLLY TOWNSHIP ORDAINS

Section 1 of Ordinance

The Holly Township Code is amended to read as follows:

Section 32-204- TREE AND WOODLANDS PROTECTION

Section 2 of Ordinance

(a) Purpose and Intent

The purpose and intent of this Ordinance is to help prevent unregulated and, in many cases, unnecessary removal of trees and related natural resources. This will help to protect and maintain trees and woodlands within the Township for the following reasons:

(1) The protection of trees within the Township is desirable and essential to the present and future health, safety, and welfare of all the citizens of the Township;

(2) Trees contribute significantly to the natural beauty, character, and value of property within the Township;

(3) The protection of trees is consistent with the goal of the Holly Township Master Plan to maintain the trees and woodlands that contribute to the unique character of the community.

(4) Trees and woodlands help protect ground water recharge areas, reducing risk of groundwater contamination.

(5) Trees and woodlands help protect public health through the absorption of air pollutants and contamination and reducing carbon dioxide content in ambient air.

(b) Applicability – Tree Removal Permit Requirements

(1) A tree removal permit is required for removal of Regulated Trees, unless exempt under Section (c) of this ordinance.

(2) Any tree removal which is not subject to exemption must comply with the Section (d) or Section (e) of this ordinance, as applicable.

(3) The application for a tree removal permit shall be submitted to the zoning administrator or designee for review and approval pursuant to Section (d) or Section (e).

(4) No tree that was planted or preserved as part of any landscape plan or in accordance with any street tree requirements approved in conjunction with a subdivision or site plan shall be removed, except for such trees directed to be removed pursuant to Sections (d), (e), and (f).

(c) Exemptions

Notwithstanding the provisions of this article, the following activities are exempt from the provisions of this Article, unless otherwise prohibited by statute or ordinance.

(1) *Public Utilities.* The trimming of trees necessitated by the installation, repair or maintenance work performed in a public utility easement or approved private easement for public utilities which grants such permission. Removal of trees for public utilities shall comply with Section (e).

(2) *Public Agencies.* The removal or trimming of trees if performed by or on behalf of the Township, County, State or other public agencies in a public right-of-way, on public property or on an easement for public utilities in connection with a publicly awarded construction project such as the installation of public streets or public sidewalks.

(3) *Routine Maintenance.* The trimming and pruning of trees as part of normal maintenance if performed in accordance with accepted forestry or agricultural standards and techniques.

(4) *Public Safety.* The removal or trimming of dead, diseased or damaged trees if performed by or on behalf of the Township, County, State, Public Utility, or other public agencies in a public right-of-way, utility easement, or on public property if done to prevent injury or damage to persons or property.

(5) *Dead, Diseased, or Damaged Trees.* The removal or trimming of dead, diseased or damaged trees provided that the damage resulted from an accident or non-human cause and provided further that the removal or trimming is accompanied through the use of standard forestry practices and techniques.

(6) *Disasters and Emergencies.* Actions made necessary by an emergency, such as tornado, windstorm, flood, freeze or dangerous and infectious insect infestation or disease or other disaster, in order to prevent injury or damage to persons or property or to restore order.

(7) *Removable Trees.* The removal of Removable Trees as defined in section (d).

(8) *Exemptions for Individual* ***Residentially Zoned*** *Parcels, Excluding Parcels Being Divided or Subdivided Into Three or More Lots or Units.* **The owner may remove trees outside the minimum required setback for the zoning district without a permit, such that a minimum of 5 trees per acre, or 50 trees (whichever is less) are located on the property.**

(9) *Right to Farm.* The removal of trees for operations consistent with the Michigan Right to Farm Act.

(d) Definitions

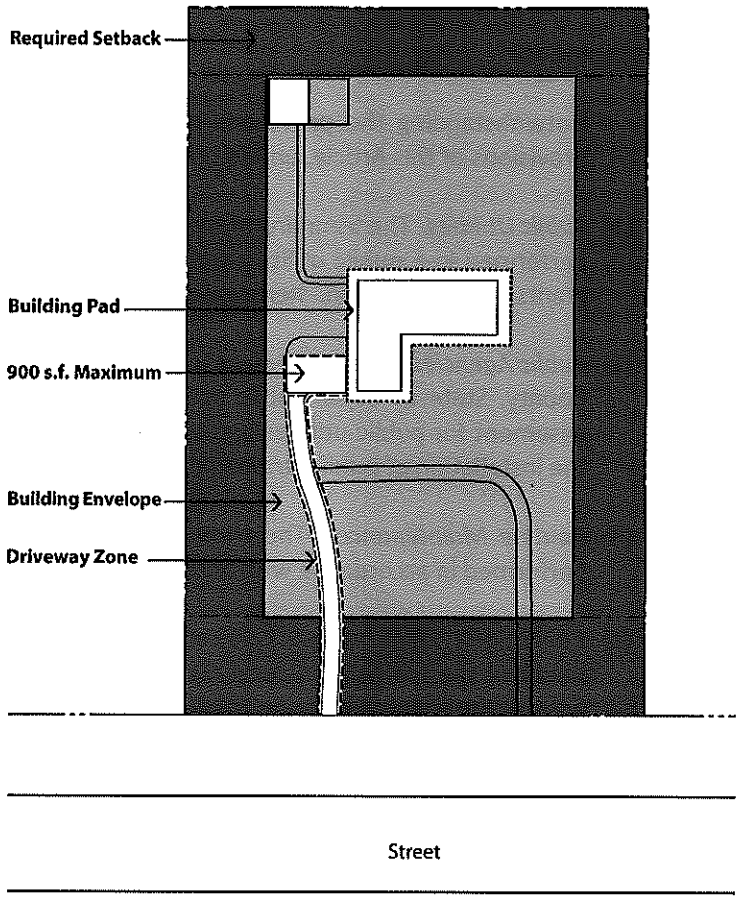
The following terms, words and phrases shall have the following meaning for purposes of this Section.

(1) *Activity* shall mean any operation, development or action, including but not limited to constructing buildings or other structures; depositing or removing material; land balancing; draining, pumping or diverting water; paving; tree removal or other vegetation removal.

(2) *Building Pad* shall mean the building footprint plus that area within fifteen (15) feet of the building footprint of any principal structure and the applicable area for accessory structures as defined in Section 32-134 of the Zoning Ordinance, and required septic fields.

(3) *Building Envelope* shall mean that area between the Setback and the Building Pad, as defined herein.

(4) *Diameter Breast Height (DBH)* shall mean the diameter in inches measured four and one half (4 ½) feet above ground of a Regulated Tree.



Building Envelope

(5) *Drip Line* shall mean an imaginary vertical line extending downward from the outermost tips of the tree branches to the ground.

(6) *Driveway Zone* shall mean an area leading from the street to either the garage in the case of a residence, or the main building in the case of a non-residential parcel. The Driveway Zone may include an area up to 900 square feet located directly in front of the garage or main building. The Driveway Zone shall not apply to circular driveways for residential property or parking lots for non-residential parking lots.

(7) *Land Clearing* shall mean operations which remove trees and vegetation in connection with the installation of storm or sanitary sewers, public or private utilities, streets, parking, or any other clearing or grading of the property at any time prior to construction of a building.

(8) *Regulated Tree* shall mean any tree eight (8) inches DBH or greater that is not a Removable Tree.

(9) *Removable Tree* shall mean those trees designated by resolution of the Planning Commission as being appropriate for removal due to their nuisance characteristics. Such trees shall be listed by common and botanical name. Such list shall be maintained by the Township and shall initially include the following tree species. Additional trees may be added to this list by Township Board esolution:

- Ash (diseased only)
- Autumn Olive
- Box Elder
- Catalpa
- Common or Glossy Buckthorn
- Elm, except American
- Horse Chestnut (nut bearing)
- Poplar
- Russian Olive
- Soft Maples (Silver)
- Tree-of-Heaven
- Weeping Willow

(10) *Replacement Tree* shall mean any tree not listed as a Removable Tree, as defined above. Replacement Trees shall be species, varieties or cultivars that are commonly grown and available in Michigan tree nursery stock. Replacement Trees may not be counted toward landscaping required by other ordinances.

(11) ***Required Setback*** **shall mean the minimum yard setback as listed in Sec. 32-104. Schedule of regulations.**

(12) *Setback* shall mean a distance of 25 feet from all property lines for the purpose of this ordinance.

(13) *Tree survey* shall mean a drawing and listing prepared and sealed or signed by a registered land surveyor, landscape architect, or civil engineer and verified by a registered arborist, forester, or landscape architect containing all of the following information:

1. The shape and dimensions of the property and the location of any existing and proposed structure or improvement;

2. The identification (common and botanical name), size, location and tagging in the field of all Regulated trees using numbered, non-corrosive metal tags, and shown on the plan with the corresponding number.

(14) *Undeveloped* shall mean a parcel of land which is substantially unimproved with buildings or structures on the effective date of this Section.

(e) Tree Removal on Individual Residentially Zoned Parcels, Excluding Parcels Being Divided or Subdivided Into Three or More Lots or Units

(1) *Submittal Requirements.* A tree removal permit shall be required when the activity does not satisfy an Exemption in Sec. (c). The tree removal application shall be submitted to and reviewed

by the building official. The application and development proposal shall conform to the provisions contained herein.

(2) *Permit Application.* A completed tree removal permit application on a form prescribed by the township which shall include the following information:

a. The name, address and telephone number of the property owner and applicant, if different from owner;

b. The project location, including as applicable, the address, the street, road or highway, section number, lot or unit number and the name of the subdivision or development;

c. A description of the activity to be undertaken, including a sketch or plot plan showing the location of Regulated Tree(s) to be removed and Replacement Trees that satisfy Section (g); and

d. A tree removal permit application fee in the amount established by resolution of the Township Board.

(3) *Review Standards. A tree removal permit shall be granted when application and tree replacement requirements specified herein are satisfied based upon one or more of the following circumstances:*

a. Where no other practical alternative exists for the placement of a building, building addition, structure, driveway, deck, patio, recreation facility or lawn area for use by the inhabitants of the building or dwelling, or any other authorized improvements, but in the vicinity of an existing tree.

b. Where the location or growth of a tree inhibits the enjoyment of any outdoor pool, patio, recreation facility or deck.

c. Where the location, angle or growth of an existing tree makes it a hazard to structures or human life.

d. Where the selective removal of trees will result in a healthier and more sustainable woodland environment without adversely impacting the character of the surrounding area.

(4) *Reviewing Body. The zoning administrator shall be the reviewing body for individual parcels, excluding parcels being divided or subdivided into three or more lots or units*

(5) *Planning Commission Review. If, in the opinion of the zoning administrator, the request for tree removal does not satisfy the above criteria, then the application may be forwarded to the Planning Commission for review and decision.*

(6) *Appeals. If, in the opinion of the Planning Commission, the request for tree removal does not satisfy the above criteria, then within 30 days from the Planning Commission's decision, an applicant may appeal in writing to the Zoning Board of Appeals for review and decision.*

(f) Tree Removal on Parcels Being Divided or Subdivided Into Three or More Lots or Units.

A. *Submittal requirements.* An applicant for subdivision approval of three or more lots shall submit the following materials to the Township:

1. *Tree Removal Permit Application.* A completed tree removal permit application on a form prescribed by the township which shall include the following information:

   a. The name, address and telephone number of the applicant and/or the applicant's agent;

   b. The name, address and telephone number of the owner of the property and written authorization from the owner allowing the proposed activity;

   c. The project location, including as applicable, the address, the street, road or highway, section number, lot or unit number and the name of the subdivision or development;

   d. A detailed description of the activity to be undertaken including a Tree Survey and Landscape Plan as described below; and

   e. A tree removal permit application fee in the amount established by resolution of the Township Board.

2. *Tree Survey.* A sufficient number of copies as determined by the Building official of a Tree Survey and a plan for proposed tree removal shall be provided.

3. *Landscape Plan.* A sufficient number of copies of a landscape plan prepared by a registered landscape architect shall be submitted with the application for tree removal, and shall include the following information:

   a. The total number and location of Regulated Trees on site and Regulated Trees to be removed.
   b. The replacement plan showing the type, location, and size of Replacement Trees on the plan and in a separate tabular summary.

B. *Review standards.* Reviews of an application for a tree removal permit for subdivisions of three or more lots shall be conducted by the Planning Commission. The following points shall be considered in the review and approval of an application for a tree removal permit, if required by this section.

1. The protection and conservation of natural resources from pollution, impairment or destruction is of paramount concern. Therefore, all woodlands,

trees and related natural resources shall have priority over development when there are feasible and prudent location alternatives on the site for proposed buildings, structures or other improvements. The applicant must consider and pursue alternative development options available under the Zoning Ordinance in order to preserve the woodlands and trees.

2. The developer may remove Regulated Trees within those portions of the site that are set aside or required for installation of storm water management, sanitary and water lines, roads, utilities, and other requirements of the Township without replacement. The developer may not clear cut woodland areas on the property and must consider routes for sewer and utilities that preserve the established woodlands on the property.

3. The developer may remove Regulated Trees within other areas of the site, including those for building construction, provided they comply with the applicable replacement requirements in Section (g) of this ordinance. The integrity of woodland areas shall be maintained to the greatest extent reasonably possible, regardless of whether such woodlands cross property lines.

4. Where the proposed activity involves residential development, the residential structures shall, to the extent reasonably feasible, be designed and constructed to use the natural features of the site.

5. The suitability of the Landscape and Replacement plan based on maintaining the character and harmony of the surrounding area.

C. *Reviewing Body.* The Planning Commission shall be the reviewing body for tree removal permits on subdivisions of three or more lots.

D. *Appeals.* If, in the opinion of the Planning Commission, the request for tree removal does not satisfy the above criteria, then within 30 days from the Planning Commission's decision, an applicant may appeal in writing to the Zoning Board of Appeals for review and decision.

(g) Relocation and Replacement

A. *Replacement ratio.* The permit holder shall provide Replacement Trees for each Regulated Tree to be removed in excess of exemption in accordance with the following schedule based on the location of the tree to be removed. When the number of Replacement Trees results in a fraction, any fraction up to one-half shall be disregarded, and any fraction over and including one-half shall require one Replacement Tree. The minimum size for Replacement Trees is 8 feet in height for coniferous trees and 2.5 inches in caliper for deciduous trees.

Replacement Tree Size	Number of Replacement Trees Per Tree to Be Removed [1]		
	Building Envelope	Front Setback	Other Setback
Coniferous (height):			
8 feet	1.0 trees	2.0 tree	1.5 trees
8.01 – 10 feet	0.75 trees	1.5 trees	1.0 trees
Greater than 10 feet	0.5 tree	1.0 trees	0.75 trees
Deciduous (Caliper):			
2.5 – 3 inches	1.0 trees	2.0 tree	1.5 trees
3.5 – 3.99 inches	0.75 trees	1.5 trees	1.0 trees
4 inches or greater	0.5 tree	1.0 trees	0.75 trees

1. No replacement trees are required within the Building Pad and Driveway zone as defined in this ordinance.

2. An applicant may request a modification of the number or Replacement Trees required to the Planning Commission for the use of coniferous Replacement Trees greater than 12 feet in height and deciduous trees greater than 6 inches in caliper.

3. For non-single family lots located in a sending zone, as defined in the Holly Township Master Plan, the Number of Replacement Trees per Tree to be removed shall be doubled.

B. *Minimum requirements.* All Replacement Trees shall satisfy current American standards for nursery stock and shall be as follows:

1. Nursery grown or comparable, or relocated from the same parcel.

2. Number one (1) grade, with a straight, unsecured trunk and a well-developed uniform crown.

3. Guaranteed for one (1) year from the time of planting.

4. A species not included on the list of Removable Trees.

5. Tree replacement shall occur within one year of permit issuance except for parcels greater than 10 acres. For parcels greater than 10 acres Replacement Trees shall be planted within three years or prior to a change in use, whichever occurs first or by providing an acceptable tree removal and replacement plan approved by the Planning Commission.

C. *Location.* The location of any Replacement Tree shall be on the same parcel as the removed tree whenever feasible, as determined by the reviewing body. If the tree replacement on the same parcel is not feasible the reviewing body may:

1. Designate another planting location for the Replacement Tree within the Township, approved by the Township Board; or

2. Require the permit holder to deposit into the Township General Fund, Tree Preservation Line, an amount determined by resolution of the Township Board for tree replacement that would otherwise be required. These funds shall be utilized for the planting, maintenance and preservation of trees and woodland areas within the Township.

D. *Maintenance.* Replacement Trees shall be staked (where practical), fertilized, watered and mulched to ensure their survival in a healthy, growing condition.

E. Property Owners are responsible to take all measures necessary to ensure the health of Replacement Trees.

F. Performance guarantees.

1. For permits issued under Sec. (e), if the replacement requirement is not satisfied within one year of the permit issuance, then the township may bill the property owner for the cost of said Replacement Trees and their planting. At the end of each fiscal year the Zoning Administrator shall report any such charges to the Township Board. When reported, the charges shall become a lien upon the property on which such Replacement Trees should have been planted and shall be assessed and collected and the township may deposit any funds received in the township's tree fund. In the case where the tree removal permit was issued in connection with a building permit, the zoning administrator may withhold final project approval until the replacement obligation is satisfied or bond is provided. The property owner shall be responsible for timely advising the Township when the required Replacement Trees have been planted on the property owner's property.

2. For permits issued under Sec. (f), the applicant shall post an acceptable form of an irrevocable letter of credit, cash escrow, certified check, or other township-approved performance security in an amount determined by the building official, equal to one and one-half (1-1/2) times the amount required for the required Replacement Trees according to the approved landscape plan, together with reasonable administrative expenses. Required performance guarantees shall be provided to the Township after approval of the proposed tree removal permit but prior to the initiation of any tree removal. After determination by the building official that all Replacement Trees are in compliance with the approved landscape plan, the letter of credit or other securities shall be released.

(h) Terms of Permit

A. Any and all tree removal permits issued by the Township to a developer shall expire (unless extended) at the same time as the contemporaneous approval granted by the

Township, for the development, if any (i.e. tentative preliminary plat, preliminary site plan, special land use, site plan approval, etc.).

B. Any and all tree removal permits issued by the Township to any persons for an activity regulated under this Section for which a contemporaneous approval of the development is not required by the Township (i.e. removal of trees by a builder in connection with construction of a residence upon a parcel) shall expire one (1) year from the date of issuance.

C. Any activity regulated under this Section which is to be commenced after expiration of a tree removal permit shall require a new applicant, additional fees and new review and approval.

(i) Display of Permit

The permit holder shall conspicuously display the tree removal permit on-site. The permit shall be displayed continuously while trees are being removed or while activities authorized under the permit are performed and for ten (10) days following completion of those activities. The permit holder shall allow the Township to enter and inspect the premises during reasonable business hours or any other time during which activity is conducted as regulated by this Ordinance. Failure to allow an inspection authorized under this Section is a violation of Sections (e) or (f) above.

(j) Enforcement and Administration

To ensure enforcement of this Section and the approved plan for tree removal, various inspections may be performed at the site at the direction of the Township. The applicant will be responsible for all inspection fees. The Township shall have the authority to promulgate additional regulations to implement the terms of this Section.

(k) Violations

A violation of this Article shall be subject to the same penalty provisions as violations of the Zoning Ordinance.

(l) Variance

Applicants may seek variances from the provisions of this Ordinance by filing a written request with the Township which variances may be granted by the Zoning Board of Appeals upon a showing of practical difficulty.

(m) Tree Protection

The following tree protection standards shall be followed:

A. All trees which have been approved for removal shall be so identified on site by fluorescent orange spray paint (chalk base) or by red flagging tape prior to any activity. Trees selected for transplanting shall be flagged with a separate distinguishing color.

B. No person shall conduct activity within the drip line of any tree designated to remain, including but not limited to the placing of solvents, building materials, construction equipment or soil deposits.

C. During construction, no person shall attach a device or wire to any remaining tree, except to cordon off protected areas as required.

DRAFT

MARCH 6, 2018 PLANNING COMMISSION RECOMMENDED ADOPTION OF THIS NONRESIDENTIAL WOODLANDS ORDINANCE

STATE OF MICHIGAN
COUNTY OF OAKLAND
Holly Township

ORDINANCE NO.

An ordinance to amend Article V, Environmental Regulations of the Holly Township Code.

HOLLY TOWNSHIP ORDAINS

Section 1 of Ordinance

The Holly Township Code is amended to read as follows:

Section 32-204- NONRESIDENTIAL TREE AND WOODLANDS PROTECTION

Section 2 of Ordinance

(a) Purpose and Intent

The purpose and intent of this Ordinance is to help prevent unregulated and, in many cases, unnecessary removal of trees and related natural resources. This will help to protect and maintain trees and woodlands within the Township for the following reasons:

(1) The protection of trees within the Township is desirable and essential to the present and future health, safety, and welfare of all the citizens of the Township;

(2) Trees contribute significantly to the natural beauty, character, and value of property within the Township;

(3) The protection of trees is consistent with the goal of the Holly Township Master Plan to maintain the trees and woodlands that contribute to the unique character of the community.

(4) Trees and woodlands help protect ground water recharge areas, reducing risk of groundwater contamination.

(5) Trees and woodlands help protect public health through the absorption of air pollutants and contamination and reducing carbon dioxide content in ambient air.

(b) Applicability – Tree Removal Permit Requirements

(1) A tree removal permit is required for removal of Regulated Trees, unless exempt under Section (c) of this ordinance.

(2) Any tree removal which is not subject to exemption must comply with the Section (d) or Section (e) of this ordinance, as applicable.

(3) The application for a tree removal permit shall be submitted to the zoning administrator or designee for review and approval pursuant to Section (d) or Section (e).

(4) No tree that was planted or preserved as part of any landscape plan or in accordance with any street tree requirements approved in conjunction with a subdivision or site plan shall be removed, except for such trees directed to be removed pursuant to Sections (d), (e), and (f).

(c) Exemptions

Notwithstanding the provisions of this article, the following activities are exempt from the provisions of this Article, unless otherwise prohibited by statute or ordinance.

(1) *Public Utilities.* The trimming of trees necessitated by the installation, repair or maintenance work performed in a public utility easement or approved private easement for public utilities which grants such permission. Removal of trees for public utilities shall comply with Section (e).

(2) *Public Agencies.* The removal or trimming of trees if performed by or on behalf of the Township, County, State or other public agencies in a public right-of-way, on public property or on an easement for public utilities in connection with a publicly awarded construction project such as the installation of public streets or public sidewalks.

(3) *Routine Maintenance.* The trimming and pruning of trees as part of normal maintenance if performed in accordance with accepted forestry or agricultural standards and techniques.

(4) *Public Safety.* The removal or trimming of dead, diseased or damaged trees if performed by or on behalf of the Township, County, State, Public Utility, or other public agencies in a public right-of-way, utility easement, or on public property if done to prevent injury or damage to persons or property.

(5) *Dead, Diseased, or Damaged Trees.* The removal or trimming of dead, diseased or damaged trees provided that the damage resulted from an accident or non-human cause and provided further that the removal or trimming is accompanied through the use of standard forestry practices and techniques.

(6) *Disasters and Emergencies.* Actions made necessary by an emergency, such as tornado, windstorm, flood, freeze or dangerous and infectious insect infestation or disease or other disaster, in order to prevent injury or damage to persons or property or to restore order.

(7) *Removable Trees.* The removal of Removable Trees as defined in section (d).

(8) *Individual Parcels for residential use, Excluding Parcels Being Divided or Subdivided Into Three or More Lots or Units.*

(d) Definitions

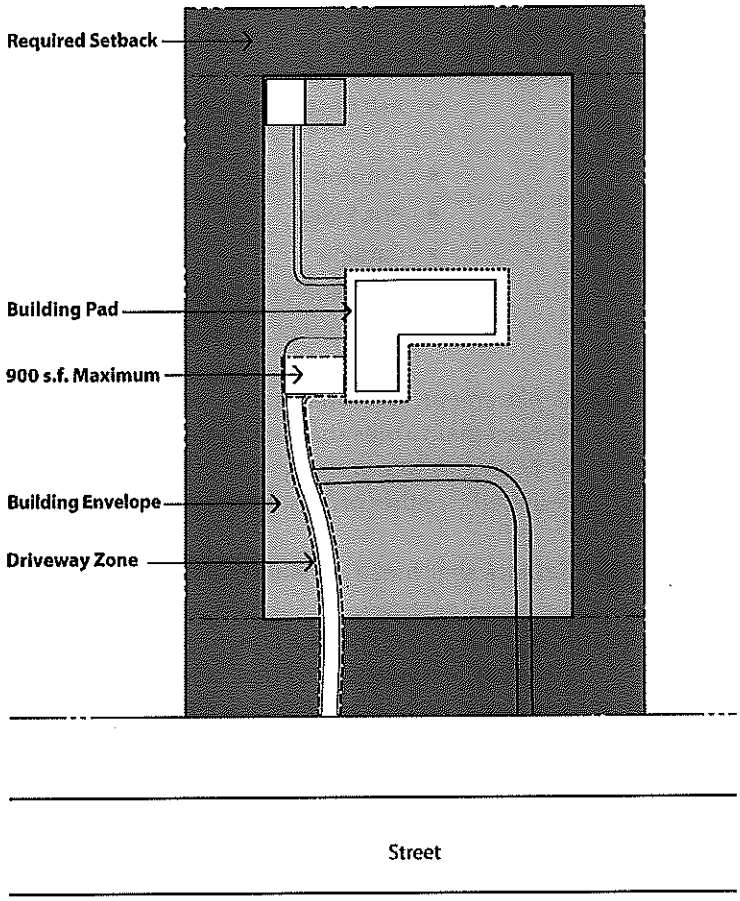
The following terms, words and phrases shall have the following meaning for purposes of this Section.

(1) *Activity* shall mean any operation, development or action, including but not limited to constructing buildings or other structures; depositing or removing material; land balancing; draining, pumping or diverting water; paving; tree removal or other vegetation removal.

(2) *Building Pad* shall mean the building footprint plus that area within fifteen (15) feet of the building footprint of any principal structure and the applicable area for accessory structures as defined in Section 32-134 of the Zoning Ordinance, and required septic fields.

(3) *Building Envelope* shall mean that area between the Setback and the Building Pad, as defined herein.

(4) *Diameter Breast Height (DBH)* shall mean the diameter in inches measured four and one half (4 ½) feet above ground of a Regulated Tree.



Building Envelope

(5) *Drip Line* shall mean an imaginary vertical line extending downward from the outermost tips of the tree branches to the ground.

(6) *Driveway Zone* shall mean an area leading from the street to either the garage in the case of a residence, or the main building in the case of a non-residential parcel. The Driveway Zone may include an area up to 900 square feet located directly in front of the garage or main building. The Driveway Zone shall not apply to circular driveways for residential property or parking lots for non-residential parking lots.

(7) *Land Clearing* shall mean operations which remove trees and vegetation in connection with the installation of storm or sanitary sewers, public or private utilities, streets, parking, or any other clearing or grading of the property at any time prior to construction of a building.

(8) *Regulated Tree* shall mean any tree eight (8) inches DBH or greater that is not a Removable Tree.

(9) *Removable Tree* shall mean those trees designated by resolution of the Planning Commission as being appropriate for removal due to their nuisance characteristics. Such trees shall be listed by common and botanical name. Such list shall be maintained by the Township and shall initially

include the following tree species. Additional trees may be added to this list by Township Board resolution:

- Ash (diseased only)
- Autumn Olive
- Box Elder
- Catalpa
- Common or Glossy Buckthorn
- Elm, except American
- Horse Chestnut (nut bearing)
- Poplar
- Russian Olive
- Soft Maples (Silver)
- Tree-of-Heaven
- Weeping Willow

(10) *Replacement Tree* shall mean any tree not listed as a Removable Tree, as defined above. Replacement Trees shall be species, varieties or cultivars that are commonly grown and available in Michigan tree nursery stock. Replacement Trees may not be counted toward landscaping required by other ordinances.

(11) *Setback* shall mean a distance of 25 feet from all property lines for the purpose of this ordinance.

(12) *Tree survey* shall mean a drawing and listing prepared and sealed or signed by a registered land surveyor, landscape architect, or civil engineer and verified by a registered arborist, forester, or landscape architect containing all of the following information:

1. The shape and dimensions of the property and the location of any existing and proposed structure or improvement;

2. The identification (common and botanical name), size, location and tagging in the field of all Regulated trees using numbered, non-corrosive metal tags, and shown on the plan with the corresponding number.

(13) *Undeveloped* shall mean a parcel of land which is substantially unimproved with buildings or structures on the effective date of this Section.

(e) Tree Removal on Non-Residential Parcels or Residential Parcels Being Divided or Subdivided Into Three or More Lots or Units.

A. *Submittal requirements.* An applicant for subdivision approval of three or more lots shall submit the following materials to the Township:

1. *Tree Removal Permit Application.* A completed tree removal permit application on a form prescribed by the township which shall include the following information:

a. The name, address and telephone number of the applicant and/or the applicant's agent;

b. The name, address and telephone number of the owner of the property and written authorization from the owner allowing the proposed activity;

c. The project location, including as applicable, the address, the street, road or highway, section number, lot or unit number and the name of the subdivision or development;

d. A detailed description of the activity to be undertaken including a Tree Survey and Landscape Plan as described below; and

e. A tree removal permit application fee in the amount established by resolution of the Township Board.

2. *Tree Survey.* A sufficient number of copies as determined by the Building official of a Tree Survey and a plan for proposed tree removal shall be provided.

3. *Landscape Plan.* A sufficient number of copies of a landscape plan prepared by a registered landscape architect shall be submitted with the application for tree removal, and shall include the following information:

   a. The total number and location of Regulated Trees on site and Regulated Trees to be removed.
   b. The replacement plan showing the type, location, and size of Replacement Trees on the plan and in a separate tabular summary.

B. *Review standards.* Reviews of an application for a tree removal permit for subdivisions of three or more lots shall be conducted by the Planning Commission. The following points shall be considered in the review and approval of an application for a tree removal permit, if required by this section.

1. The protection and conservation of natural resources from pollution, impairment or destruction is of paramount concern. Therefore, all woodlands, trees and related natural resources shall have priority over development when there are feasible and prudent location alternatives on the site for proposed buildings, structures or other improvements. The applicant must consider and pursue alternative development options available under the Zoning Ordinance in order to preserve the woodlands and trees.

2. The developer may remove Regulated Trees within those portions of the site that are set aside or required for installation of storm water management, sanitary and water lines, roads, utilities, and other requirements of the Township without replacement. The developer may not clear cut woodland areas on the property and must consider routes for sewer and utilities that preserve the established woodlands on the property.

3. The developer may remove Regulated Trees within other areas of the site, including those for building construction, provided they comply with the applicable replacement requirements in Section (g) of this ordinance. The integrity of woodland areas shall be maintained to the greatest extent reasonably possible, regardless of whether such woodlands cross property lines.

4. Where the proposed activity involves residential development, the residential structures shall, to the extent reasonably feasible, be designed and constructed to use the natural features of the site.

5. The suitability of the Landscape and Replacement plan based on maintaining the character and harmony of the surrounding area.

C. *Reviewing Body*. The Planning Commission shall be the reviewing body for tree removal permits on subdivisions of three or more lots.

D. *Appeals*. If, in the opinion of the Planning Commission, the request for tree removal does not satisfy the above criteria, then within 30 days from the Planning Commission's decision, an applicant may appeal in writing to the Zoning Board of Appeals for review and decision.

(g) Relocation and Replacement

A. *Replacement ratio*. The permit holder shall provide Replacement Trees for each Regulated Tree to be removed in excess of exemption in accordance with the following schedule based on the location of the tree to be removed. When the number of Replacement Trees results in a fraction, any fraction up to one-half shall be disregarded, and any fraction over and including one-half shall require one Replacement Tree. The minimum size for Replacement Trees is 8 feet in height for coniferous trees and 2.5 inches in caliper for deciduous trees.

Replacement Tree Size	Number of Replacement Trees Per Tree to Be Removed [1]		
	Building Envelope	Front Setback	Other Setback
Coniferous (height):			
8 feet	1.0 trees	2.0 tree	1.5 trees
8.01 – 10 feet	0.75 trees	1.5 trees	1.0 trees
Greater than 10 feet	0.5 tree	1.0 trees	0.75 trees
Deciduous (Caliper):			
2.5 – 3 inches	1.0 trees	2.0 tree	1.5 trees
3.5 – 3.99 inches	0.75 trees	1.5 trees	1.0 trees
4 inches or greater	0.5 tree	1.0 trees	0.75 trees

1. No replacement trees are required within the Building Pad and Driveway zone as defined in this ordinance.

2. An applicant may request a modification of the number or Replacement Trees required to the Planning Commission for the use of coniferous Replacement Trees greater than 12 feet in height and deciduous trees greater than 6 inches in caliper.

3. For non-single family lots located in a sending zone, as defined in the Holly Township Master Plan, the Number of Replacement Trees per Tree to be removed shall be doubled.

B. *Minimum requirements.* All Replacement Trees shall satisfy current American standards for nursery stock and shall be as follows:

1. Nursery grown or comparable, or relocated from the same parcel.

2. Number one (1) grade, with a straight, unsecured trunk and a well-developed uniform crown.

3. Guaranteed for one (1) year from the time of planting.

4. A species not included on the list of Removable Trees.

5. Tree replacement shall occur within one year of permit issuance except for parcels greater than 10 acres. For parcels greater than 10 acres Replacement Trees shall be planted within three years or prior to a change in use, whichever occurs first or by providing an acceptable tree removal and replacement plan approved by the Planning Commission.

C. *Location.* The location of any Replacement Tree shall be on the same parcel as the removed tree whenever feasible, as determined by the reviewing body. If the tree replacement on the same parcel is not feasible the reviewing body may:

1. Designate another planting location for the Replacement Tree within the Township, approved by the Township Board; or

2. Require the permit holder to deposit into the Township General Fund, Tree Preservation Line, an amount determined by resolution of the Township Board for tree replacement that would otherwise be required. These funds shall be utilized for the planting, maintenance and preservation of trees and woodland areas within the Township.

D. *Maintenance.* Replacement Trees shall be staked (where practical), fertilized, watered and mulched to ensure their survival in a healthy, growing condition.

E. Property Owners are responsible to take all measures necessary to ensure the health of Replacement Trees.

F. Performance guarantees.

1. For permits issued under Sec. (e), if the replacement requirement is not satisfied within one year of the permit issuance, then the township may bill the property owner for the cost of said Replacement Trees and their planting. At the end of each fiscal year the Zoning Administrator shall report any such charges to the Township Board. When reported, the charges shall become a

lien upon the property on which such Replacement Trees should have been planted and shall be assessed and collected and the township may deposit any funds received in the township's tree fund. In the case where the tree removal permit was issued in connection with a building permit, the zoning administrator may withhold final project approval until the replacement obligation is satisfied or bond is provided. The property owner shall be responsible for timely advising the Township when the required Replacement Trees have been planted on the property owner's property.

2. For permits issued under Sec. (f), the applicant shall post an acceptable form of an irrevocable letter of credit, cash escrow, certified check, or other township-approved performance security in an amount determined by the building official, equal to one and one-half (1-1/2) times the amount required for the required Replacement Trees according to the approved landscape plan, together with reasonable administrative expenses. Required performance guarantees shall be provided to the Township after approval of the proposed tree removal permit but prior to the initiation of any tree removal. After determination by the building official that all Replacement Trees are in compliance with the approved landscape plan, the letter of credit or other securities shall be released.

(h) Terms of Permit

A. Any and all tree removal permits issued by the Township to a developer shall expire (unless extended) at the same time as the contemporaneous approval granted by the Township, for the development, if any (i.e. tentative preliminary plat, preliminary site plan, special land use, site plan approval, etc.).

B. Any and all tree removal permits issued by the Township to any persons for an activity regulated under this Section for which a contemporaneous approval of the development is not required by the Township (i.e. removal of trees by a builder in connection with construction of a residence upon a parcel) shall expire one (1) year from the date of issuance.

C. Any activity regulated under this Section which is to be commenced after expiration of a tree removal permit shall require a new applicant, additional fees and new review and approval.

(i) Display of Permit

The permit holder shall conspicuously display the tree removal permit on-site. The permit shall be displayed continuously while trees are being removed or while activities authorized under the permit are performed and for ten (10) days following completion of those activities. The permit holder shall allow the Township to enter and inspect the premises during reasonable business hours or any other time during which activity is conducted as regulated by this Ordinance. Failure to allow an inspection authorized under this Section is a violation of Sections (e) or (f) above.

(j) Enforcement and Administration

To ensure enforcement of this Section and the approved plan for tree removal, various inspections may be performed at the site at the direction of the Township. The applicant will be responsible for all inspection fees. The Township shall have the authority to promulgate additional regulations to implement the terms of this Section.

(k) Violations

A violation of this Article shall be subject to the same penalty provisions as violations of the Zoning Ordinance.

(l) Variance

Applicants may seek variances from the provisions of this Ordinance by filing a written request with the Township which variances may be granted by the Zoning Board of Appeals upon a showing of practical difficulty.

(m) Tree Protection

The following tree protection standards shall be followed:

A. All trees which have been approved for removal shall be so identified on site by fluorescent orange spray paint (chalk base) or by red flagging tape prior to any activity. Trees selected for transplanting shall be flagged with a separate distinguishing color.

B. No person shall conduct activity within the drip line of any tree designated to remain, including but not limited to the placing of solvents, building materials, construction equipment or soil deposits.

C. During construction, no person shall attach a device or wire to any remaining tree, except to cordon off protected areas as required.

DRAFT

MCKENNA

ADDITIONAL SERVICES
UNDER EXISTING CONTRACT

☒ **Services or Products in Addition to Existing Contract**
☐ **Optional Services or Products per Contract Terms**

1. TO:

Karin Winchester	Date:	March 15, 2018
Holly Township Clerk	McKA Project Name:	Holly Twp Solar Energy Systems
102 Civic Drive	McKA Project Mgr.:	Mike Deem
Holly, MI 48442	McKA Project No.:	
	Existing Contract or Fee Schedule Date:	

2. DESCRIPTION ***of Services or Products: (Contract section noted, if applicable):***

McKenna will create an ordinance to regulate Solar Energy Systems in Holly Township. The purpose of this ordinance is to facilitate the construction, installation, and operation of Solar Energy Systems in a manner that protects public health, safety, and welfare of the residents of Holly. To accomplish this we propose the following course of action:

Step One
McKenna will prepare a report on different types of solar and wind energy systems to review with the Planning Commission to determine the goals and objectives of the Solar Energy Systems Ordinance. We will work with the Planning Commission to customize the ordinance to meet Holly Township's need relating to:

- Zoning district location requirements;
- Height restrictions;
- Setback restrictions;
- Environmental factors such as floodplain and septic locations;
- Screening,
- Submittal requirements ,and
- Other relevant restrictions.

Step Two
McKenna will prepare a draft Solar Energy Systems Ordinance to review with the Planning Commission.

Step Three
McKenna will prepare the necessary documents for a public hearing including public hearing notices and the final draft of the ordinance based on the discussion in step two. We will present the final draft Solar Energy Systems ordinance for the Planning Commission to make a recommendation to the Township Board.

HEADQUARTERS
235 East Main Street
Suite 105
Northville, Michigan 48167

O 248.596.0920
F 248.596.0930
MCKA.COM

MCKENNA

Step Four
McKenna will provide a report to the Township Board explaining the intent of the Solar Energy Systems ordinance and the process that was used for the development of the ordinance. We will attend the Township Board meeting and assist in the adoption of the ordinance.

Added Amt. (Any additional conditions are attached): ***$2,000*** *_X__ Firm __ Estimate*

3. AUTHORIZED FOR:

	McKenna (President, CM or VP Signature)
AUTHORIZED BY:	
Signature	Signature
Name	Name
Title	Title
Date	Date

4. PLEASE SIGN AND RETURN TO:

Thank you.

MCKENNA
235 E. Main Street, Suite 105
Northville, Michigan 48167
Tel: (248) 596-0920 Fax: (248) 596-0930
info@mcka.com

MCKENNA

ADDITIONAL SERVICES
UNDER EXISTING CONTRACT

[X] **Services or Products in Addition to Existing Contract**
[ ] **Optional Services or Products per Contract Terms**

1. TO:

Karin Winchester	Date:	March 15 2018
Holly Township Clerk	McKA Project Name:	Holly Twp Wind Energy Systems
102 Civic Drive	McKA Project Mgr.:	Mike Deem
Holly, MI 48442	McKA Project No.:	
	Existing Contract or Fee Schedule Date:	

2. DESCRIPTION ***of Services or Products: (Contract section noted, if applicable):***

McKenna will create an ordinance to regulate Wind Energy Systems in Holly Township. The purpose of this ordinance is to facilitate the construction, installation, and operation of Wind Energy Systems in a manner that protects public health, safety, and welfare of the residents of Holly. To accomplish this we propose the following course of action:

Step One
McKenna will prepare a report on different types of wind energy systems to review with the Planning Commission to determine the goals and objectives of the Wind Energy Systems Ordinance. We will work with the Planning Commission to customize the ordinance to meet Holly Township's need relating to:

- Zoning district location requirements;
- Height restrictions;
- Setback restrictions;
- Environmental factors such as floodplain and septic locations;
- Screening,
- Submittal requirements ,and
- Other relevant restrictions.

Step Two
McKenna will prepare a draft Wind Energy Systems Ordinance to review with the Planning Commission.

Step Three
McKenna will prepare the necessary documents for a public hearing including public hearing notices and the final draft of the ordinance based on the discussion in step two. We will present the final draft Wind Energy Systems ordinance for the Planning Commission to make a recommendation to the Township Board.

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Step Four
McKenna will provide a report to the Township Board explaining the intent of the Wind Energy Systems ordinance and the process that was used for the development of the ordinance. We will attend the Township Board meeting and assist in the adoption of the ordinance.

Added Amt. (Any additional conditions are attached): ***$2,000*** *_X__ Firm __ Estimate*

3. AUTHORIZED FOR:

McKenna
(President, CM or VP Signature)

AUTHORIZED BY:

Signature

Name

Title

Date

Signature

Name

Title

Date

4. PLEASE SIGN AND RETURN TO:

Thank you.

MCKENNA
235 E. Main Street, Suite 105
Northville, Michigan 48167
Tel: (248) 596-0920 Fax: (248) 596-0930
info@mcka.com

MCKENNA

ADDITIONAL SERVICES
UNDER EXISTING CONTRACT

[X] **Services or Products in Addition to Existing Contract**
[ ] **Optional Services or Products per Contract Terms**

1. TO:

Karin Winchester	Date:	February 12, 2018
Holly Township Clerk	McKA Project Name:	Holly Twp Wireless Communication Facilities Ordinance Update
102 Civic Drive	McKA Project Mgr.:	Mike Deem
Holly, MI 48442	McKA Project No.:	
	Existing Contract or Fee Schedule Date:	

2. DESCRIPTION ***of Services or Products: (Contract section noted, if applicable):***

Holly has received increased interest in citing wireless communication facilities in Township. The current ordinance does not address changes in technology or require bonds for future decommissioning of towers. McKenna will revise the ordinance to regulate Wireless Communication Facilities to address these issues and implement current best management practices for wireless communication facilities. To accomplish this we propose the following course of action:

Step One
McKenna will conduct a technical review of the existing wireless communication facilities ordinance to identify outdated regulations. We will work with the Planning Commission to revise the ordinance to meet Holly Township's need relating to:

- Zoning district location requirements;
- Height restrictions;
- Setback restrictions;
- Environmental factors such as floodplain and wetland locations;
- Screening,
- Submittal requirements ,and
- Other relevant restrictions.

Step Two
McKenna will prepare a draft revised wireless communication facilities ordinance to review with the Planning Commission.

Step Three
McKenna will prepare the necessary documents for a public hearing including public hearing notices and the final draft of the ordinance based on the discussion in step two. We will present the final draft wireless communication facilities ordinance for the Planning Commission to make a recommendation to the Township Board.

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MCKENNA

Step Four
McKenna will provide a report to the Township Board explaining the intent of the revised wireless communication facilities ordinance and the process that was used for the development of the ordinance. We will attend the Township Board meeting and assist in the adoption of the ordinance.

Added Amt. (Any additional conditions are attached): ***$3,000*** *_X__ Firm __ Estimate*

3. AUTHORIZED FOR:

McKenna
(President, CM or VP Signature)

AUTHORIZED BY:

Signature

Name

Title

Date

Signature

Name

Title

Date

4. PLEASE SIGN AND RETURN TO:

Thank you.

MCKENNA
235 E. Main Street, Suite 105
Northville, Michigan 48167
Tel: (248) 596-0920 Fax: (248) 596-0930
info@mcka.com