

AGENDA
HAYES TOWNSHIP BOARD OF TRUSTEES

March 10, 2025 7:00pm

Hayes Township Hall

9195 Major Douglas Sloan Road

Charlevoix, Michigan 49720

<https://us02web.zoom.us/j/88001640434?pwd=QkdY3AzN1dmKzZpajZQNEkwMkZ5dz09>

Meeting ID: 880 0164 0434

Passcode: 251468

+1 312 626 6799 US (Chicago)

1. Call to Order
2. Pledge of Allegiance
3. Review and Approval of Agenda
4. Public Comments
5. Approval of Meeting Minutes: February 10th, 2025 BOT Regular Meeting
6. Treasurers Report
7. Clerks Report: Approval of Warrants
8. Reports: County Commissioner, Zoning Administrator, Planning Commission, Zoning Board of Appeals, Parks and Recreation, Trustee's, and Supervisor Reports.

NEW BUSINESS

9. Set Election Commission Meeting (April 9, 2025 at 1:00pm) and Public Accuracy Test (April 9, 2025 at 1:30pm)
10. Hayes Township Park drainage improvement proposal (Performance Engineers)
11. Deputy Supervisor
12. Zoning Board of Appeals Position
13. Hayes Township Proposed Zoning Text Amendments (CREO)
14. Public Comment
15. Board of Trustee Comment

ADJOURN MEETING

Public Comment at Meetings of the Hayes Township Board of Trustees

The Hayes Township Board of Trustees values public input and offers two opportunities for the public to comment at its meetings, once near the beginning and once near the end. This affords the Board of Trustees the opportunity to hear your views and remarks. If you speak, you should not expect to engage the Board of Trustee members or any staff in discussion or debate.

Board of Trustee members will not respond to comments made during the Public Comment unless it becomes necessary to ask a clarifying questions, correct a factual error, or to provide specific factual information.

Questions about Township matters are best directed to individual Board members or Township staff (Planner, Zoning Administrator, or Assessor) between meetings. Contact information is available on the township website at: hayestownshipmi.gov.

The availability of public comment is recognized by the Michigan Open Meetings Act. The Act provides that rules may be adopted for orderly comment from the public. To that end, the following rules have been established by the Board of Trustees:

1. A person wishing to speak will indicate on the sign in sheet that they would like to be called on at Public Comment. All persons in attendance in person will be called on first. Zoom attendees can indicate they would like to speak by raising their hand icon.
2. The person will begin by stating their name, spelling it out if requested.
3. The person addresses the Chairperson, or other person chairing the meeting, on behalf of the entire Board of Trustees. Public comment is NOT to be addressed to individual Board of Trustee members, to any township staff present, or to other members of the audience.
4. There is a three (3) minute time allotment for each speaker. The time limit may be extended by the Chairperson or majority of the Board of Trustee members present. A speaker may speak only once at each Public Comment. There is no provision for another audience member to 'donate' their three (3) minutes to another speaker.
5. A speaker will be out of order if the speaker disrupts the meeting, speaks longer than the allotted time, uses vulgarities or makes a personal attack on a Board of Trustee member or Township employee that is unrelated to the performance of that person's duties.
6. If a speaker is called out of order, that speaker will not be able to speak again at the same meeting except by special leave of the Board of Trustees
7. The Chairperson, or other person chairing the meeting, will have the discretion to permit members to speak at times other than the times reserved for Public Comment.

HAYES TOWNSHIP
BOARD OF TRUSTEES REGULAR MEETING
February 10TH, 2025 7:00 PM
HAYES TOWNSHIP HALL
09195 MAJOR DOUGLAS SLOAN RD
CHARLEVOIX, MICHIGAN 49720
ZOOM 849 2451 3210

The February 10th, 2025, meeting of the Hayes Township Board was called to order by Supervisor William Conklin at 7:00 pm.
Board members present were Matt Cunningham (Trustee), Julie Collard (Treasurer), Doug Kuebler (Trustee), April Hilton (Deputy Clerk/Recording Secretary), William Conklin (Supervisor) and Kristin Baranski (Clerk)
Audience Members signed in: Stan Boris, Sherry Baker-McCarey, David Zipp, Ray Cunningham, Kyra Allen, Deb Narten, Dee Hutchinson, Connie Foster, Bob Fowler, CT Martin, Gerry Mills, Jim McMahon, Tim Boyko, Joellen Rudolph, Kathy Simon, Roy Griffiths, Betty Henne, Bill Henne, Ellis Boal, Tiffany George, Mel Czechowski, Bob Jess, Catherine Phelps, Daren Phelps, Kayla Pennington, Rick Daniel, Mary Mills, Mark Warner, Shelley Dorgan, LuAnne Kozma, and Omar Feliciano.

CALL TO ORDER

Supervisor William Conklin called the meeting to order at 7:00 pm.

PLEDGE OF ALLEGIANCE

REVIEWED & APPROVED AGENDA

- Add item 10A Intergovernmental data sharing agreement for Charlevoix County digital geographic data sets resolution.

- Remove Item #10 The reappointment of Jim Rudolph to the BOR

Mr. Cunningham made a motion, supported by Ms. Baranski to approve the agenda as amended.

Yays: Matt Cunningham, Julie Collard, Doug Kuebler, William Conklin, and Kristin Baranski.

Nays: None Motion Carried

PUBLIC COMMENTS UNRELATED TO AGENDA ITEMS

Public comment opened and closed at 7:05.

Public comments included:

- Stated they had been to Camp Seagull Park and plowed the drive open for the fishers. Observed many fishers out on Lake Charlevoix. Fished with the DNR on Saturday. Everyone goes down to the lake this time of year at their own risk. Feels the park should be open year round.

HAYES TOWNSHIP
BOARD OF TRUSTEES REGULAR MEETING
February 10TH, 2025 7:00 PM
HAYES TOWNSHIP HALL
09195 MAJOR DOUGLAS SLOAN RD
CHARLEVOIX, MICHIGAN 49720
ZOOM 849 2451 3210

- Stated they are concerned of the liability for the Township if someone gets stuck on the drive or falls through the ice.
- Pleasantly surprised about the articles in the Voice this month.
- Stated they find the Hayes Township Hall Parking lot not plowed on the weekends.
- Stated they had a short term rental on their road shoot off fireworks early in the morning. Found the Township's motion to remove the Short Term rental section of the Hayes Township Ordinance was wrong. Would like the Board to reconsider enforcement on short term rentals.
- Stated they were at the meeting when the board canceled the Short Term Rental Ordinance and was also disappointed when the board canceled it. Feels the Zoning Administrator is paid enough and has the time to enforce a Short Term Rental Ordinance. Feels there is a large amount of Short Term rentals in Hayes Township.
- Stated the item regarding Beckett and Raeder and the Planning Commission Ordinance draft, they feel the philosophy of the current Planning Commission is supporting more development and feel that is the wrong way to go. Request the Board to not send the Ordinance draft to Beckett and Raeder.
- Correspondence Attached. Stated Mr. VanZee and Mr. Cunningham have failed to enforce a Shoreland Restoration Violation on Peaceful Valley Drive. Feels Mr. Cunningham should step down as the Liaison of the Zoning Ordinance.
- Requested the status of whom is paying for the current lawsuit against Hayes Township.

Closed at 7:25

APPROVAL OF JANUARY 13TH 2025 BOT REGULAR MEETING MINUTES:

Ms. Baranski made a motion, supported by Mr. Kuebler, to approve the January 13th, 2025, Board of Trustees regular meeting minutes as corrected.

Yeas: Julie Collard, William Conklin, Matt Cunningham, Doug Kuebler, and Kristin Baranski.

Nays: None **Motion Carried**

APPROVAL OF JANUARY 28TH 2025 BOT SPECIAL MEETING MINUTES:

Ms. Baranski made a motion, supported by Mr. Kuebler to approve the January 28th, 2025, Board of Trustees regular meeting minutes as corrected.

Yeas: Julie Collard, William Conklin, Matt Cunningham, Doug Kuebler, and Kristin Baranski.

Nays: None **Motion Carried**

HAYES TOWNSHIP
BOARD OF TRUSTEES REGULAR MEETING
February 10TH, 2025 7:00 PM
HAYES TOWNSHIP HALL
09195 MAJOR DOUGLAS SLOAN RD
CHARLEVOIX, MICHIGAN 49720
ZOOM 849 2451 3210

67

68 **TREASURERS REPORT**

69 Ms. Collard presented a written report reporting all Hayes Township account balances.

70 Ms. Collard stated she received an update from the Auditor and they plan for the audit to be
71 completed by the end of the work week and will hopefully have a presentation ready for the
72 March Board of Trustee Meeting.

73

74 **CLERKS REPORT: APPROVAL OF WARRANTS**

75 Ms. Baranski made a motion, supported by Mr. Kuebler to pull \$10,000 from Parks and Rec
76 Equipment and Improvements to increase Legal Services. A roll call was taken.

77 Yeas: Matt Cunningham, Julie Collard, William Conklin, Doug Kuebler, and Kristin Baranski.

78 Nays: None **Motion Carried**

79 Ms. Baranski made a motion, supported by Ms. Collard to decrease Hall Electric and increase
80 Election Supplies. A roll call was taken.

81 Yeas: Matt Cunningham, Julie Collard, William Conklin, Doug Kuebler, and Kristin Baranski.

82 Nays: None **Motion Carried**

83 Ms. Baranski made a motion, supported by Mr. Kuebler, to adopt the 24-25 Budget as
84 amended. A roll call was taken.

85 Yeas: Matt Cunningham, Julie Collard, William Conklin, Doug Kuebler, and Kristin Baranski.

86 Nays: None **Motion Carried**

87 Clerk, Ms. Baranski, presented the warrants in the amount of \$49,624.42.

88 Ms. Baranski made a motion, supported by Ms. Collard, to approve Township warrants in the
89 amount of \$49,624.42. A roll call was taken.

90 Yeas: Matt Cunningham, Julie Collard, William Conklin, Doug Kuebler, and Kristin Baranski.

91 Nays: None **Motion Carried**

92 Ms. Baranski made a motion, supported by Ms. Collard to approve the installment payment
93 for the EMS building loan in the amount of \$10,248.13, the total installment payment will be
94 offset 100% by the LCEMSA monthly lease payment. A roll call was taken.

95 Yeas: Matt Cunningham, Julie Collard, William Conklin, Doug Kuebler, and Kristin Baranski.

96 Nays: None **Motion Carried**

97

98 **COUNTY COMMISSIONER REPORT**

99 Bob Jess presented an oral County Commissioners Report.

HAYES TOWNSHIP
BOARD OF TRUSTEES REGULAR MEETING
February 10TH, 2025 7:00 PM
HAYES TOWNSHIP HALL
09195 MAJOR DOUGLAS SLOAN RD
CHARLEVOIX, MICHIGAN 49720
ZOOM 849 2451 3210

100 **PARKS AND REC. REPORT**

101 Did not meet. Next Parks and Rec meeting is scheduled for February 13th 2025.

102

103 **PLANNING COMMISSION**

104 Mr. Cunningham presented the Planning Commission Report. The next regular Planning
105 Commission meeting is February 18th, 2025, at 7:00 pm.

106

107 **ZONING BOARD OF APPEALS**

108 ZBA did not meet.

109 Next ZBA meeting is scheduled for March 26th, 2025, at 7 pm.

110

111 **ZONING ADMINISTRATOR REPORT**

112 April Hilton presented a Zoning Administrator report.

113 Report available at the Hayes Township Hall.

114

115 **TRUSTEES:**

116 Mr. Cunningham stated his company donates the bubblers at Hayes Township park every
117 year. They cannot install the bubblers until there is ice due to the risk of damaging the
118 bubblers. Mr. Cunningham stated he plowed a single lane into the park for his crew to
119 access the park. A member of his crew will check the bubblers once a week to make sure
120 they are all working correctly. Mr. Conklin thanked Matt for his donation for the bubblers at
121 Hayes Township Park.

122

123 **SUPERVISOR REPORT:** William Conklin presented a supervisor report.

124 Mr. Conklin has appointed Kayla Pennington as Deputy Supervisor and requested the Board
125 approve up to 100 hours at Deputy Clerk pay rate to assist with preparation of the Budget.

126 Ms. Collard recommended to Mr. Conklin to first sit down with the Clerk and Treasurer as
127 they have the most experience with Hayes Township budgeting.

128

129 **UPDATE MARCH BOARD OF REVIEW DATES:**

130 Ms. Baranski made a motion, supported by Mr. Kuebler to approve Tuesday March 4th 2025
131 at 1 pm for the organization meeting for the Board of Review. To approve the updated

HAYES TOWNSHIP
BOARD OF TRUSTEES REGULAR MEETING
February 10TH, 2025 7:00 PM
HAYES TOWNSHIP HALL
09195 MAJOR DOUGLAS SLOAN RD
CHARLEVOIX, MICHIGAN 49720
ZOOM 849 2451 3210

Board of Appeals process dates for March 10th, 2025, 9am-3pm and the Following
Wednesday March 12th, 2025, from 3pm-9pm.
Yeas: Matt Cunningham, Julie Collard, William Conklin, Doug Kuebler and Kristin Baranski.
Nays: None Motion Carried

**INTERGOVERNMENTAL DATA SHARING AGREEMENT FOR CHARLEVOIX COUNTY DIGITAL
GEOGRAPHIC DATA SETS RESOLUTION #021025A:**

**INTERGOVERNMENTAL DATA SHARING AGREEMENT FOR
CHARLEVOIX COUNTY DIGITAL GEOGRAPHIC DATA SETS**

This agreement is entered on 2/10/2025, between Charlevoix County, Charlevoix,
Michigan, hereafter referred to as the County, and the Municipality of
Hayes Township, hereafter referred to as the Municipality.

The **County** has produced geographic data and outputs of original digital geographic data. They
are licensed for use, not sold. The **County** reserves all rights of authorship granted under U.S.
and International copyright laws and agreements and under Michigan Enhanced Access to Public
Records, Act 462 of 1996, as amended.

The parties agree as follows:

1. **Municipality** agrees not to resell, redistribute or sub-license the **County's** digital
geographic data in digital form. Freedom of Information Act requests for digital geographic
data must be redirected to the **County**.
2. **Municipality** may redistribute a portion or all of the County's digital geographic data
in digital form to a **Consultant** or third party **Contractor** under contract by the **Municipality**
for the sole purpose of conducting business of the **Municipality**. All digital data set must be
returned to the **Municipality** upon completion of the **Consultant's** work.
3. **Municipality** shall immediately notify the **County** in writing of any misuse,
misappropriation, or unauthorized disclosure of Confidential Information that may come to its
attention.
4. **Municipality** acknowledges that its obligations to protect the Confidential Information
are essential to the business interest
available in law, equity, or otherwise for the disclosure or use of Confidential Information in
breach of this Agreement, the **County** shall be entitled to seek and obtain a temporary restraining
order, injunctive relief, or other equitable relief against the continuance of such breach, in
addition to all other remedies, including attorney fees, and without the requirement of posting a bond or
undertaking or proving injury as a condition for relief.
5. **No Warranty**. The burden for determining "fitness for use" rests with the **Municipality**.
The **County** will not be liable in anyway for accuracy of the data, and assume no responsibility
whatsoever for direct, indirect, special, consequential, exemplary or other damages. Further, the

HAYES TOWNSHIP
BOARD OF TRUSTEES REGULAR MEETING
February 10TH, 2025 7:00 PM
HAYES TOWNSHIP HALL
09195 MAJOR DOUGLAS SLOAN RD
CHARLEVOIX, MICHIGAN 49720
ZOOM 849 2451 3210

Municipality agrees to indemnify, hold harmless and defend the **County** its employees, agents and representatives from any and all claims, damage, liabilities and expenses arising from the **Municipality's** use of the **County** digital geographical data.

6. Return of Materials. Upon the **County** written request, **Municipality** agrees to promptly return to the **County** any materials or documents, whether or not furnished by the **County**, containing Confidential Information together with all copies thereof made by **Municipality**, or to destroy such items and deliver to the **County** written certification that they have been destroyed.

7. Term; Termination. This Agreement shall be effective as of the date first written above and shall continue until terminated by either party upon thirty (30) days prior written notice. All obligations undertaken respecting Confidential Information already provided hereunder shall survive any termination of this Agreement. The **Municipality** shall, within twenty (20) days of a written request by the **County**, return all Confidential Information, including all copies thereof, to the **County**, or, if so directed by the **County**, destroy all such Confidential Information. The **Municipality** shall also, within ten (10) days of a written request by the **County**, certify in writing that it has satisfied its obligations under this Agreement.

8. Governing Law. The laws of the State of Michigan shall govern the interpretation of this Agreement as it relates to the specific disclosed Confidential Information.

9. Agreement to Supersede any Prior Agreements. The parties hereby expressly understand and agree that the terms and conditions of this Agreement shall supersede any and all prior agreements between the parties related to data sharing of the Charlevoix **County** digital geographic data sets. The parties further understand and agree that any such prior agreements are hereby declared null and void.ests of the **County** and that the disclosure of such Confidential Information in breach or threatened breach of this Agreement would cause the **County** immediate, substantial, and irreparable harm, the value of which would be extremely difficult to determine. Accordingly, **Municipality** agrees that, in addition to any other remedies that may be intergovernmental data sharing agreement for Charlevoix **County** Digital geographic data sets.

Ms. Baranski made a motion, supported by Mr. Kuebler to approve Resolution NO. 021025A for Yeas: Matt Cunningham, Julie Collard, William Conklin, Doug Kuebler, and Kristin Baranski.
Nays: None **Motion Carried**

BECKETT & RAEDER CONTRACTUAL OBLIGATIONS OR ARRANGEMENTS FOR WORK ON ZONING ORDINANCE:

The Board of Trustee discussed the Beckett and Raeder (BRI) contract.
Discussion included:

HAYES TOWNSHIP
BOARD OF TRUSTEES REGULAR MEETING
February 10TH, 2025 7:00 PM
HAYES TOWNSHIP HALL
09195 MAJOR DOUGLAS SLOAN RD
CHARLEVOIX, MICHIGAN 49720
ZOOM 849 2451 3210

- 206 - Concerns about what contractual agreement is currently in place between Beckett and
207 Raeder and Hayes Township.
208 - Belief a written agreement must be in place.
209 - Board members requested copy of the proposal and email Supervisor Conklin received
210 from Beckett and Raeder.
211 - Clerk, Baranski presented minutes from August 2020 when Shawn Winter presented the
212 zoning ordinance annotated summary and encouraged feedback, clarification and direction
213 to improve the ordinance write process. The re-write intent was to create a more user
214 friendly document “streamline, clarify, limit legalese, use illustration and hyperlinks” that
215 align with the goals, objectives, future land use and zoning plan per the Hayes Township
216 Master Plan to the Planning commission. Clerk also provided copies of emails from February
217 2021 of communications with BRI including notice that Shawn Winter was leaving BRI (a
218 couple days after receiving draft) and the draft of the zoning ordinance. Clerk suggested
219 Supervisor read the Draft Ordinance.
220 - Clerk suggested a meeting with BRI, Zoning Administrator, Planning Commission chair and
221 supervisor and Clerk to remedy draft ordinance and contract.
222 - Contract should clearly spell out the obligations of both parties.
223 - Clerk clarified Hayes Townships intent with the draft was to make the Zoning Ordinance
224 easier for residents to use and as clear as possible for enforcement.
225 - Ms. Baranski will make an appointment with Beckett and Raeder to discuss the draft
226 ordinance and contract.
227 - Board members have a concern that Supervisor Conklin provided a copy of the newest BRI
228 Proposal to a member of the public and did not share proposal with the other four board
229 members.
230

231 **HAYES TOWNSHIP PARK WINTER PLOWING:**

- 232 The Board of Trustees discussed plowing at the Hayes Township Park.
233 Discussion included:
234 - Supervisor suggested moving boulders and allowing parking in front field.
235 - Supervisor would like to see a significant parking area cleared of snow for ice fishers and
236 the DNR to turn trailers around and park.
237 - Clerk clarified boulders can not be moved and the field had been seeded with grant money
238 years ago and parking there would ruin the seeding. Clerk suggested using the over flow

HAYES TOWNSHIP
BOARD OF TRUSTEES REGULAR MEETING
February 10TH, 2025 7:00 PM
HAYES TOWNSHIP HALL
09195 MAJOR DOUGLAS SLOAN RD
CHARLEVOIX, MICHIGAN 49720
ZOOM 849 2451 3210

239 parking field from the main entrance. Presented a bid from B&G, requested approval for
240 more than proposed due to the bid being from the old entrance versus the main entrance.
241 - Resident stated they plowed a lane into the park from the main entrance in concern for the
242 DNR and ice fishers.
243 - Mr. Cunningham suggested opening the road wide enough for people to park along side of
244 the road and use the field as a turn around area only.
245

246 Ms. Collard made a motion, supported by Ms. Baranski to accept the bid from B&G
247 Enterprises to not exceed \$120 every 3 to 6 inches of snow from the main entrance with the
248 road wide enough to allow for parking to the Over flow parking field with an area to turn
249 around. A roll call was taken.

250 Yeas: William Conklin, Matt Cunningham, Julie Collard, Doug Kuebler and Kristin Baranski.

251 Nays: None Motion Carried

252

253 **HAYES TOWNSHIP POSITION APPLICATION:**

254 Ms. Collard made a motion, supported by Ms. Baranski to adopt a new official application
255 form to be used for all applicants for all open positions at Hayes Township Hall.

256 Yeas: William Conklin, Matt Cunningham, Julie Collard, Doug Kuebler and Kristin Baranski.

257 Nays: None Motion Carried

258

259 **ZONING BOARD OF APPEALS POSITION POSTING:**

260 The Board of Trustees came to a census to post an open position for the Zoning Board of
261 Appeals on the Hayes Township Website.
262

263 **OFFICE EQUIPMENT CONTRACT-APPLIED INNOVATION:**

264 Ms. Collard made a motion, supported by Ms. Baranski to accept the new lease proposal
265 from Applied Innovation, in the total annual cost of \$4296.97 for a new copy/printer saving
266 annually \$707.88 compared to the current copy/printer annual price of \$5004.85. A roll call
267 was taken.

268 Yeas: William Conklin, Matt Cunningham, Julie Collard, Doug Kuebler and Kristin Baranski.

269 Nays: None Motion Carried

270

HAYES TOWNSHIP
BOARD OF TRUSTEES REGULAR MEETING
February 10TH, 2025 7:00 PM
HAYES TOWNSHIP HALL
09195 MAJOR DOUGLAS SLOAN RD
CHARLEVOIX, MICHIGAN 49720
ZOOM 849 2451 3210

SET DATE AND TIME FOR ANNUAL MEETING WITH CHARLEVOIX COUNTY ROAD

COMMISSION:

The Board of Trustee came to a census to make the first request the annual meeting with the Charlevoix County Road Commission for Wednesday, February 26th 2025, and second request for Monday, February 24th 2025.

PUBLIC COMMENTS: Public comments opened at 9:11 pm.

Comments included:

- Appreciates the plowing at the Hayes Township Park. Feels the Supervisor should have a deputy.
- Request for the board to fix the mic system. Stated they see pros and cons to personal phone numbers being available to the public. Stated there was an emergency call in Hayes Township that was responded to within 5 minutes of the call, which is great. Would like to know why the Supervisor report was not in the pre-meeting packet. Would like to know the rules for how long a resident has to speak during public comment.
- Requested clarification if the lawsuit is still in effect. Mr. Conklin Clarified yes. Resident requested if a compromise has been discussed. Mr. Conklin stated he can not answer here. Resident stated there is multiple people who view the lawsuit is a waste of money.
- Stated they think an easy solution to the lawsuit is for the Board to rescind their motion. Stated they are bothered by the thought of negotiating with a fellow township for fire support, would not want the quality of service to decrease.
- Stated clarification if the insurance company will cover the cost of the lawsuit for the township. Ms. Baranski stated they will not. Resident stated if the insurance does not find the lawsuit of value to defend then why go forward with it. Stated they feel the closed session should be part of the minutes. Ms. Baranski stated what happens during closed session is attorney client privileged. Ms. Baranski clarified the insurance coverage is for specific type of lawsuits. Resident stated Marion Township had a similar motion and decided to rescind their motion regarding Planning Commission Members appointments. Mr. Conklin clarified each board is following their attorney's guidance, therefore Marion Township's Lawyer guided them to their decision.

HAYES TOWNSHIP
BOARD OF TRUSTEES REGULAR MEETING
February 10TH, 2025 7:00 PM
HAYES TOWNSHIP HALL
09195 MAJOR DOUGLAS SLOAN RD
CHARLEVOIX, MICHIGAN 49720
ZOOM 849 2451 3210

- Stated they feel the Hayes Township Attorney did not make a recommendation for the motion or whether the motion was legal. They don't feel Todd is the right attorney for the township.
- Requested clarification on the fire contract negotiations. Ms. Collard clarified the contract number came from the former supervisor and Charlevoix Township does not have information to where the amount came from. Thinks it would be best for the board to rescind the motion.
- Suggested for the board to create a voicemail per department to resolve the contact issue. Feels the road commission should decide when to brine. Supports the Supervisor to have a deputy. Would like to see the Board get a second opinion from a different attorney for the lawsuit. Appreciates everyone hard work.
- Feels the Deputy Supervisor should be granted. Suggested posting the open position in the voice. Don't feel like everyone goes to the website.
- Stated the state law states the Supervisor may appoint a deputy and the board of trustees shall set a pay and are required to pay a deputy supervisor. Stated they were at Marion Township's meeting when they rescinded their motion. Stated they have filled out many FOIA request for the Hayes Township Zoning Ordinance Draft. Stated they had spoke John from BRI and he stated he had recieved the Draft around the Christmas holiday. Correspondence attached. Mr. Conklin stated the board will be arranging a meeting with Beckett and Raeder to discuss the contract and draft.

Public comments closed at 9:40 p.m.

BOARD OF TRUSTEE COMMENT:

Mr. Kuebler would like to have the Supervisor's report before the meeting.

Mr. Cunningham stated is the Supervisor report should be about correspondence and achievements of the supervisor not agenda items that will already be discussed.

Ms. Baranski would like to see the Supervisor in the office more. Offered to switch her office hours to overlap some of his.

Mr. Conklin stated he has a full time job and did not realize being Supervisor was also a full time job.

ADJOURNMENT: Ms. Baranski made a motion, supported by Mr. Kuebler to adjourn at 9:42p.m.

HAYES TOWNSHIP
BOARD OF TRUSTEES REGULAR MEETING
February 10TH, 2025 7:00 PM
HAYES TOWNSHIP HALL
09195 MAJOR DOUGLAS SLOAN RD
CHARLEVOIX, MICHIGAN 49720
ZOOM 849 2451 3210

336 Yeas: Matt Cunningham, Julie Collard, William Conklin, Doug Kuebler and Kristin Baranski.

337 Nays: None **Motion Carried**

338

339

340 Respectfully Submitted,

341

342 April Hilton

343 Hayes Township Deputy Clerk/Recording Secretary

March 2025 Treasurer Report

(As of March 6, 2025)

Charlevoix State Bank

1. General Fund-\$739,633.21
(\$583,633.21 available, \$210,000 Recommended Reserve)
2. Tax Account-\$448,749.30 *(restricted Treasury Funds)*
3. Township Warrant Checking-\$31,042.54
4. Pantry-\$9,729.24*(restricted funds)*
5. ARPA *(restricted funds)*-\$89,800.01
6. Fundraising Account-\$17,060.35

Forefront

7. Metro Account-\$73,408.60
8. Prime Share-\$134.86

Horizon

9. Hayes Township Road Fund-\$296,684.79 *(restricted funds)*



Zoning Administrator Report

March 2025

Zoning Administrator work in progress report for the month of February includes the following:

- Zoning permit application for a new detached garage on Burns Road. Shoreline Review Committee conducted inspection. Waiting for Shoreline Landscaping Site Plan from Applicant.
- Variance application to reduce the 50' Shoreland setback from creek for a new single family dwelling at 6995 Birdland Drive. ZBA set public hearing date at for March 26th 2025 at 7pm.
- Variance application to reduce the 100' Shoreland setback for reconstruction of an existing non-conforming dwelling unit at 07115 Birdland Drive. ZBA set public hearing date at for March 26th 2025 at 7pm.
- Special use permit application for an Assisted Living and Memory care Facility on US 31 North. Planning Commission set a Public Hearing date at their March 18th, 2025 meeting.
- Two special use permit amendment applications for the special use permit approved to Mark McCol & Dewitt Marine at May 6th 2024 Planning Commission Meeting. The Planning Commission set a Public Hearing date at their March 18th, 2025 meeting.
- Zoning permit application for a Demo and rebuild of existing home on Quarterline road. Shoreline Review Committee conducted inspection and advised applicant to work with Tip of the Mitt to create shoreland restoration plan.
- Zoning permit application for a 72"x60" Free Standing Sign on US 31. Consulting Legal Counsel for advise on enforcement within the road right away.
- Continuing to discuss a non-compliance nuisance complaint with landowner on Hyek Road.



- Approved parcel division application located at 9581 Burnett Road.
- Zoning Board of Appeals at the September 18th 2024 Public Hearing approved Zoning Variance Application from Little Traverse Conservancy for a parcel on Division Ave. Received Zoning Application for Shoreline Review received survey and additional information from applicant, which was sent to the Shoreline Review Committee.
- Progress received from Landowner on Villa Road for Violation of Nuisance Ordinance and a non-compliance complaint.
- Applicant withdrew Zoning permit application for a 20'X20' detached Garage on Nine Mile Point.
- Second Notice Letter was sent to landowner on Shrigley Road for permitted use within the Small Lot Residential District compliant.
- Received complaint regarding a Shoreline violation on Peaceful Valley Road.
- Resolved with land owner on Michigan Heights Drive for non-compliance complaints.
- Second Notice Letter was sent to landowner on Maple Grove Road for a Nuisance Ordinance compliant, Charlevoix County Fire Department Chief is monitoring parcel for fire hazards.

24-02-03	02-26-25	465-018-00	31750 North Star C Dr.	2 Brothers LLC	20x60 Cold Storage Building
24-02-02	02-26-25	465-029-00	31724 North Star C Dr.	2 Brothers LLC	20x60 Cold Storage Building
24-02-03	02/24/25	022-000-00	9272 Burgess Rd	Jaira Harshard	Sign Boarding Kennel Special Use Permit with 2x4' Signs as approved by the Planning Commission Special Use Permit Hearing 2/18/2025
24-02-04	02/24/25	022-000-00	3483 Highland Rd	Jake Rutherford	18x32 addition above existing detached garage less than 8 dwelling unit Shoreline protection strip the plan as submitted and approved by the Shoreland Review Committee
24-02-03	02/26/25	022-006-30	8272 Shrigley Rd	Michael & Denise Westerbeek	New 64'X62' Accessory Building

Outside Lighting @ 10137 Maple Grove Road

1 message

Fri, Mar 7, 2025 at 2:47 PM

Powell, Karie <kapowell@med.umich.edu>

To: "zoning@hayestownshipmi.gov" <zoning@hayestownshipmi.gov>

Cc: "cuda31010@gmail.com" <cuda31010@gmail.com>

Hi April,

I just wanted to follow up with this email after our phone conversation. I expressed my extreme frustration regarding my outside lighting. As you know, you and Ron had come to my home twice in the past to verify that I am in compliance with the county ordinance's regarding outside lights. You and Ron verified that all of my outside lights are within the rules of the county. Since our last visit, and the past election, Bill has also been out to my home twice now. The most recent visit was about 30 minutes ago. Apparently, two of my neighbors are STILL complaining about my lights. I was asked again for a second time to either put shades over my lights, and/or turn them down towards the ground. My response is NO. I am in compliance; I am following all of the rules, and I feel this is turning into harassment. I am sending this email to let you know that if anyone comes out to my house again regarding my outside lighting, I am going to file a formal harassment complaint.

Thank you,

Karie Powell**517-215-1540 (Cell phone#)**

Electronic Mail is not secure, may not be read every day, and should not be used for urgent or sensitive issues



zoning hayestownshipmi <zoninghayestownshipmi@gmail.com>

RE: Message from "RNP5838793ABF5D"

cuda31010 <cuda31010@gmail.com>

Sat, May 18, 2024 at 8:45 AM

To: zoning hayestownshipmi <zoninghayestownshipmi@gmail.com>

Hi April,

I have replaced the light on my front porch with a 800 Lumen light bulb.

Thank you,
Karie

Sent from my T-Mobile 5G Device

----- Original message -----

From: zoning hayestownshipmi <zoninghayestownshipmi@gmail.com>

Date: 5/15/24 11:27 AM (GMT-05:00)

To: cuda31010@gmail.com

Subject: Fwd: Message from "RNP5838793ABF5D"

Hello,

It was nice to meet you Monday evening, we really appreciate your cooperation and kindness while working together towards a resolution. As promised I have attached the Outdoor Lighting section of the Hayes Township Ordinance to this email. If you would be so kind as to send an email when you do have the time to change your bulb so I have a record, I would greatly appreciate it. I hope all is well with your mom.

If you have any additional questions feel free to call 231-547-6961 or email zoning@hayestownshipmi@gmail.com.

Thank you!

April Hilton

----- Forwarded message -----

From: <clerkhayestownshipmi@gmail.com>

Date: Wed, May 15, 2024 at 11:16 AM

Subject: Message from "RNP5838793ABF5D"

To: Zoning <zoning@hayestownshipmi.gov>

This E-mail was sent from "RNP5838793ABF5D" (IM C3000).

Scan Date: 05.15.2024 11:45:56 (-0400)

Queries to: clerkhayestownshipmi@gmail.com



OFFICE OF ZONING ADMINISTRATOR
09195 MAJOR DOUGLAS SLOAN ROAD
CHARLEVOIX, MICHIGAN 49720
231.547.6961
WWW.HAYESTOWNSHIPMI.GOV

Attention Karie Powell,

In response to a complaint about an outdoor lighting fixture at your residence is directed towards the neighboring property. We observed the fixture that is attached to your garage that appears to not meet our Zoning Ordinance requirements.

I have attached the portion of Hayes Township Zoning Ordinance regarding Outdoor Lighting to this notice letter. It states "all outdoor lighting, whether for illuminating sites, parking areas, buildings, signs and/ or other structures shall be shielded, shaded, designed and/or directed away from all neighboring properties and uses..."

This letter is the first notice of request for you to please adjust your lighting fixture to meet the regulations of our ordinance. If you have any questions please call 231-547-6961 or email zoning@hayestownshipmi.gov.

Best Regards

Hayes Township Zoning Administrator

Ron VanZee

pavement shall be planted with grass, ground cover, shrubs or other suitable plant material. A mixture of evergreen and deciduous trees of species native to northwestern Michigan shall be planted at a rate of one (1) tree per three thousand (3,000) square feet of landscaped open space on-site.

- D. Landscape preservation. Preservation of existing trees and site vegetation is encouraged and may be used to meet the landscaping requirement listed above.
- E. Landscape maintenance. All vegetation used to meet the landscaping requirements listed above shall be maintained in a healthy, living condition and any damaged, dead or dying materials shall be replaced within one (1) year of damage or death or the next appropriate planning period, which ever comes first.

Section 3.20 Outdoor Lighting

In order to minimize light pollution, and promote the dark sky principles, all outdoor lighting, whether for illuminating sites, parking areas, buildings, signs and/or other structures shall be shielded, shaded, designed and/or directed away from all neighboring properties and uses; and further shall not glare upon or interfere with persons and vehicles using public streets. Lighting fixtures are to be of the full cut-off design with horizontally aligned flush mounted (non-protruding) lens, directing light on-site only, and no more than twenty (20) feet in height.

The Planning Commission may permit taller or require shorter fixtures only when the Commission determines that unique conditions exist and where a waiver would: reduce the number or size of light fixtures; not adversely impact neighboring properties and permit fixtures in proportion to height and bulk of nearby buildings and other fixtures. Site lighting shall not exceed twenty (20) foot candles as measured three (3) feet above the ground surface, directly under the fixture.

Section 3.21 Signs

The purpose of this section is to preserve the desirable character of Hayes Township, as well as to recognize the need for and privilege of advertising, so that people unfamiliar with the area, such as tourists and transients, may avail themselves of the goods and services afforded by the local business places. At the same time, the Township recognizes right of residents to be free of advertising that could affect property values and create an unpleasant or less than desirable atmosphere. The use and erection of all outdoor signs and media shall be subject to all state and local codes and statutes, in addition to the provisions of this ordinance.

1. Signs Not Requiring a Sign Permit. The following signs may be placed in any zoning district without a sign permit, provided such signs comply with any applicable federal or state law or regulation and are located so as not to cause a nuisance or safety hazard:
 - A. One (1) non-illuminated identification sign per use, not exceeding two (2) square feet of sign surface.
 - B. Street name signs, route markers and other traffic control signs erected or approved by state, county or village agencies when necessary to give proper directions or to otherwise safeguard the public.
 - C. Non-advertising signs erected by any organization, person, firm or corporation that is needed to warn the public of dangerous conditions and unusual hazards including but not limited to: road hazards, high voltage, fire danger, explosives, severe visibility, etc.
 - D. Non-advertising signs exclusively devoted to controlling property access (no trespassing, private property, keep out, no hunting, hiking trail, day use only, and

1. Please join me in welcoming Kayla Pennington as Deputy Supervisor for Hayes Township. Kayla is married to Charlie Pennington and they are raising three daughters in Hayes Township. Kayla graduated from Central Michigan University with a Bachelor of Science degree. She has worked as an Accountant for Harbor Hall and the Michigan Department of Natural Resources for over 9 years. When I appointed Kayla at the Board meeting on February 10, the other Board members objected to her appointment. She will be assisting me in preparing the Budget for the fiscal year 2025-2026. We will be requesting a Special Meeting later in March to begin the Budget discussions. I ask the Township residents for your input, suggestions and ideas for the upcoming budget.
2. Thank you to Stan Boris for plowing the upper paved portion of Camp Seagull to make some parking for the ice fishermen. Perhaps the Township Board overlooked its obligation to ensure access for ice fishermen to the lake, consistent with our contract with the DNR. I apologize that it took until February 19 for the Township Board to make the required access. I still believe that plowing down the hill presents liability issues and was not authorized at the Feb 10 BOT meeting. Although I investigated and presented viable options to accommodate access, I was not given the authority to do so. However, Ms. Baranski then authorized plowing down the hill and sanding the hill, which were not approved at the same BOT meeting. I suggest that a plan be developed next fall to designate an "up top" area for parking and turn around between the first 100 feet of the driveway and the tennis courts. This plan will minimize plowing on the asphalt driveway.
3. In December, Beckett & Raeder was asked by Mr. Van Zee to revise our Zoning Ordinance, without any contractual agreement and without my knowledge. On February 18, 2025, Mr. Griffiths, Mr. Van Zee, Ms. Baranski and I met with Beckett & Raeder to discuss my requested proposal for the Zoning Ordinance work. Mr. Van Zee and Mr. Griffiths outlined their concerns with the prior draft of the Zoning Ordinance (2022) and expressed their ideas for inclusion in a future draft. I asked Beckett & Raeder if it would consider giving Hayes Township a credit for the prior Zoning Ordinance work performed from 2020 through 2023, since it had been paid a fixed fee of \$20,000.00 in advance of its work. Beckett & Raeder believed it had properly performed the work required in its contract. Since I was not provided any documentation from the Township outlining its dissatisfaction with Beckett & Raeder's work, I concluded that there was no legal basis to expect a credit. We requested Beckett & Raeder to submit a new proposal to revise the Zoning Ordinance consistent with the ideas presented at the meeting, including a revision of the Blight Ordinance. We are awaiting that Proposal.
4. I scheduled a meeting for February 19, 2025, to meet with the Charlevoix Township Supervisor and Fire Chief at the Charlevoix Township Fire Department, along with the City and other Townships. Ms. Collard, Ms. Baranski and Ms. Hilton also attended. We all looked at the fire trucks, equipment and safety gear. Supervisor Ulrich and Chief Tharp outlined the Fire Protection Services Cost for 2025-2026 being \$475,500.00 and divided between the City of Charlevoix and 5 Townships as follows: City of Charlevoix –

32.9%; Charlevoix Twp – 20.3%; Hayes Twp – 22.6%; Marion Twp – 14.6%; Eveline Twp (1/4) – 6.3% and Norwood Twp (1/2) – 3.3%. Hayes Township's proposed Fire Protection Agreement amounts to \$106,700.00 for the fiscal year, July 1, 2025 - June 30, 2026.

5. On February 20 and 21, 2025, I completed the last 20 hours of my Zoning Administrator Certification through Michigan State University in Mt. Pleasant. I personally paid for the course and my expenses. I have no intention of being a Zoning Administrator. This additional zoning and planning knowledge will assist me in fulfilling my responsibilities as Supervisor, consistent with my campaign messages which focused on accountability and education.
6. Since I was at the Training outlined above, on February 20 I sent an e-mail to Ms. Collard stating that I could not prepare my Supervisor article for the Voice until Sunday night (Feb 23), which I then provided. On Monday Feb 24, Ms. Collard e-mailed me a completed copy of the Voice newsletter, without including my Supervisor article. Ms. Collard explained that "after talking to our vendors, we had deadlines to meet as a client and I used an alternate article". There were at least three days to include my Article, prior to mailing the Voice. I propose that we discontinue the Voice or make it quarterly, given the extraordinary expenses which we are facing in 2025-2026.
7. In December I obtained a second telephone number as my Supervisor line for my mobile phone. It is 231-373-0059. The \$15.00 per month charge is minimal; I pay for it personally. That number rings on my personal I-phone with a different tone. I believe that every elected official and Township chair should have a direct telephone number published on the Hayes website, so residents can contact them or leave a message directly, as many residents do not have e-mail access, according to Mr. Zipp.
8. On February 27, Ms. Collard, Mr. Van Zee and I met with Performance Engineers, Inc. to discuss its engineering recommendations for remediation of the water and erosion problems at Camp Seagull. Several suggestions and options were discussed. PEI has submitted a cost analysis to rectify the erosion issues, which are on the Agenda. Option A has an estimated cost of \$44,500.00 and Option B has an estimated cost of \$65,700.00.
9. On February 27, Mr. Kuebler, Mr. Zipp, Mr. Cunningham and I met with the Charlevoix County Road Commission to discuss upcoming road projects in Hayes Township. In mid-February, I met with the Road Commission staff and asked about the possibility of repairing Major Douglas Sloan Road. They advised that the cost of repairing, given the concrete base, is cost prohibitive, without State assistance. They recommended that residents contact our State Representative and State Senator for possible State fund assistance. Burnett Road and then Murray Road are scheduled to be the next road projects in Hayes Township. Road brine (non-toxic) has been contracted to a third party who will work from one side of the County to the other when the weather is suitable. Therefore, the Road Commission will not be involved in the brine process. This was the second time in February that three Board members arrived at a meeting, which could be construed as a violation of the Open Meetings Act. This needs to be addressed.



Hayes supervisor <supervisorhayestownshipmi@gmail.com>

Summary of Work

1 message

Peter Williamson <pwilliamson@manercpa.com>

Mon, Jan 20, 2025 at 12:38 PM

To: Hayes supervisor <supervisorhayestownshipmi@gmail.com>

Cc: Steve Kirinovic <skirinovic@manercpa.com>

Good Morning Bill,

I wanted to provide you with a general summary of the work we have done to date and some of the things we have encountered. Overall, everyone has been great to work with and they are getting us everything we need as soon as they can. We were initially engaged last year to assist the Township with accounting items to clean things up for the 2024 audit. The 2022 and 2023 audits were apparently conducted pretty much simultaneously and both reports were issued in December 2023. This caused a substantial amount of journal entries to be needed at the beginning of the 2024 fiscal year to record audit entries for 2 audits at the same time. Our priority has mainly been to get an accurate starting point for the 23/24 fiscal year. Here are some of the things we have been doing, suggestions, and some open items.

Summarizing the work we done to date:

- Making entries to roll forward the FY 2023 balances in the Township's audit to start off FY 2024 with the appropriate balances.
- Correctly reconciling all bank accounts as of 6/30/2024
- Recording all accruals, such as: accrued payroll, accounts receivable, accounts payable.
- Recording GASB 87 (lease) adjustments and preparing a workpaper for the auditors.
- Reconciling property tax revenue and determining how much was supposed to be recorded in each fund and properly split it between the General Fund and Road Fund
- Making entries for ARPA revenue and unearned revenue as of 6/30/2024.
- Preparing debt schedules including principal and interest expenditures for the LCEMS Barn debt and analyzing the payments in and out for this activity.
- Tracking state revenue sharing - what has been received and recorded, compared to what should have been received and recorded.
- Cleaning up any old inactive accounts with miscellaneous balances.
- Resolving various other issues as they arose during the course of the work we did.

Suggestions to consider:

- The transition from QuickBooks to BS&A will be a work in progress. Unfortunately for FY 2025, the audit will include information from both accounting systems. The Township will want to make sure balances are correctly rolled over and we can assist with that since there may be a timing issue between what BS&A took as the ending balances and what was done by the Township in the interim until BS&A was implemented. This interim activity will need to be reconciled and rolled into BS&A. Either the Township will need to do this or we can assist

with that but it will be important and all activity for the 24/25 fiscal year is ultimately in BS&A. The Township will also then want to gain familiarity in working day-to-day with BS&A and we can assist with that.

- After balances have been correctly rolled forward. We would like to focus on daily operations. Bank reconciliations and payroll must have a consistent schedule. We offer our assistance with training, and/or reviewing.
- In general, we suggest the Township develop timelines when jobs/duties need to be completed. Example: Bank reconciliations to be done by the 1st of the subsequent month and various other suggestions that we can offer as we work through this process.
- As far as accruals and any audit preparation. We can tackle those issues down the road. We have no issues helping and/or training on yearend processes. We believe the daily operations and processes hold more value at this current time. Also, many clients use us to add an additional level of internal control to their daily, quarterly, annual operations to help to ensure things are accurate and done timely. We are happy to continue this assistance into the future.

Open items for audit preparation for the year ended 6/30/24:

- The last payroll in June and the first payroll in July 2024
- There was \$17,541 of State Aid intercepted in 2023 and \$9,036 in 2022. We need to know if the Township has recovered these funds. If so, where have they been recorded?
- Were there any capital asset additions during FY 2024? If so please tell me the amount and detail.
- I just received updated backups about 10 minutes ago - which is a huge help.

Bill, if you have any additional questions or concerns, please do not hesitate to reach out! Steve Kirinovic is the partner in-charge of this engagement, and he is currently building a home on Stonebridge in the Township, so he is in the area often if it is ever a desire to meet with him in person. He is cc'd above so also feel free to reach out to him at any time.

Thanks,

Peter Williamson | Associate

(517) 323-7500 | (517) 999-5331

@ pwilliamson@manercpa.com

2425 E Grand River Ave Suite 1, Lansing, MI 48912

manercpa.com



DISCLAIMER: Any accounting, business or tax advice contained in this communication, including attachments and enclosures, is not intended as a thorough, in-depth analysis of specific issues, nor a substitute for a formal opinion, nor is it sufficient to avoid tax-related penalties. If desired, Maner Costerisan would be pleased to perform the requisite research and provide you with a detailed written analysis. Such an engagement may be the subject of a separate engagement letter that would define the scope



clerk hayestownshipmi <clerkhayestownshipmi@gmail.com>

May 6, 2025 Special Election and Notices for Publication

1 message

Kim Garver <garverk@charlevoixcounty.org>

Tue, Feb 11, 2025 at 1:00 PM

To: "Annie Burnett (raburnett@outlook.com)" <raburnett@outlook.com>, Becky Jenkins <bjenkins@melrosetwp.org>, "Brenda Freds (trusteeb@norwoodtwp.org)" <trusteeb@norwoodtwp.org>, Carla Martin <peainetownshipclerk@gmail.com>, Cheltzi Wilson <cwilson@eastjordancity.org>, "David Skop (clerk@boynevalleytwp.org)" <clerk@boynevalleytwp.org>, Ed Sanocki <edsanocki56@gmail.com>, Erin Mercer <clerk@evangelinetwp.org>, "jpuroll@boynecity.gov" <jpuroll@boynecity.gov>, Julie Gillespie <clerk.stjamestwp.bi@gmail.com>, "Kim Olstrom (southarmclerk@gmail.com)" <southarmclerk@gmail.com>, Krista Jarema <clerk@charlevoixtownship.gov>, Kristin Baranski <clerk@hayestownshipmi.gov>, "Kristin Baranski (deputyclerkhayes@gmail.com)" <deputyclerkhayes@gmail.com>, "Marlene Golovich (melrosetwpdc@gmail.com)" <melrosetwpdc@gmail.com>, Melrose Deputy Clerk <charlevoixdc@gmail.com>, Myron Matz <mgmco@freeway.net>, Myron Matz <chandlerclerk2@gmail.com>, Randi Terry <randittery62@gmail.com>, Sandi Whiteford <Evelinetwpclerk@gmail.com>, "Sarah Dvoracek (sarahd@charlevoixmi.gov)" <sarahd@charlevoixmi.gov>, Tim Matchett <timmatchett@hotmail.com>, Wendy Simmons <clerk@baytownshipmi.org>, Wilson Twp Clerk <wilsonclerk49712@gmail.com>

Good Afternoon All,

Attached is a notice for the May 6, 2025 Special Election, including the required publication notices. I would appreciate a response regarding the items listed below, as soon as possible.

- Please see the attached Notices and check them over carefully. **If there are any changes, please notify me immediately.**
- The Close of Registration day(s) and time(s) for special hours were kept the same as the most recent election. However, the dates will reflect Saturday May 3, 2025 and Sunday, May 4, 2025. **Please check the date(s) and time(s) and let me know if there are any changes.**
- **Please let us know date, time, & location of public accuracy test (Please schedule between April 7, 2025 and April 28, 2025).**

If you have any questions, please let me know.

Regards,

Kim Garver, Chief Deputy Clerk

203 Antrim Street

Charlevoix, MI 49720

231-547-7200

garverk@charlevoixcounty.org

February 11, 2025

TO: All City and Township Clerks
FROM: Julia Drost
RE: Call of Election

There will be a Special Election on May 6, 2025. The last day to register to vote in any other manner other than in-person with the local clerk for the Election is April 21, 2025. The Notice of Election must be published by April 29, 2025.

Attached is the Notice of Election. The Election notice will be sent to the Petoskey News Review and the Charlevoix County News to be published by the dates listed above. Should you choose to publish your own notices in a different newspaper than listed, please contact my office for a copy of the notices.

Finally, the deadline to appoint Election Inspectors is April 15, 2025.

Please review the notices and make sure the information listed is correct. Also, the public accuracy test must be completed by May 1, 2025. **Please schedule your public accuracy test on or after April 7, 2025 and before April 28, 2025.** Please let me know date/time so, I can do a publication for everyone. Please remember the test must be published at least 48 hours prior.

If you have any questions, please feel free to call my office at 231-547-7200.
Thank you for your cooperation!

ELECTION NOTICE

NOTICE OF SPECIAL ELECTION TO THE ELECTORS OF CHARLEVOIX COUNTY, MICHIGAN TO BE HELD MAY 6, 2025

To the qualified electors of the following City/Township notice is hereby given that a Special Election will be held on Tuesday, May 6, 2025, for the purpose of voting on the following proposal (s):

BOYNE CITY PUBLIC SCHOOLS GENERAL OBLIGATION UNLIMITED TAX BOND PROPOSAL FOR BUILDING AND SITE PURPOSES IN THE AMOUNT OF NOT TO EXCEED \$24,000,000

Full text of the ballot proposition may be obtained at the administrative offices of Boyne City Public Schools, 321 S. Park Street, Boyne City, Michigan 49712-1527, telephone: (231) 439-8190.

**PLEASE TAKE FURTHER NOTICE THAT THE BONDS OF THE
SCHOOL DISTRICT, IF APPROVED BY A MAJORITY VOTE OF THE
ELECTORS AT THIS ELECTION, WILL BE GENERAL OBLIGATION
UNLIMITED TAX BONDS PAYABLE FROM GENERAL AD VALOREM TAXES.**

CHARLEVOIX PUBLIC SCHOOLS GENERAL OBLIGATION UNLIMITED TAX BOND PROPOSAL FOR BUILDING AND SITE PURPOSES IN THE AMOUNT OF NOT TO EXCEED \$8,000,000

Full text of the ballot proposition may be obtained at the administrative offices of Charlevoix Public Schools. 104 E. St. Mary's Drive, Charlevoix, Michigan 49720, telephone: (231) 547-3200.

**PLEASE TAKE FURTHER NOTICE THAT THE BONDS OF THE
SCHOOL DISTRICT, IF APPROVED BY A MAJORITY VOTE OF THE
ELECTORS AT THIS ELECTION, WILL BE GENERAL OBLIGATION
UNLIMITED TAX BONDS PAYABLE FROM GENERAL AD VALOREM TAXES.**

Full text of the ballot proposals may be obtained at the office of the County Clerk, or the City/Township Clerk listed below.

VANDERBILT AREA SCHOOLS SINKING FUND MILLAGE RENEWAL PROPOSAL .7233 MILL FOR 5 YEARS

Full text of the ballot proposition may be obtained at the administrative offices of Vanderbilt Area Schools, 947 Donovan Street, Vanderbilt, Michigan 49795-9773, telephone: (989) 983-2561.

Wendy Simmons, Clerk
Bay Township
05045 Boyne City Rd.
Boyne City, MI 49712
231-675-3457

David Skop, Clerk
Boyne Valley Township
2489 Railroad St
Boyne Falls, MI 49713
231-675-1032

Myron Matz, Clerk
Chandler Township
06912 Matz Rd
Boyne Falls, MI 49713
231-549-2596

Krista Jarema, Clerk
Charlevoix Township
12491 Waller Rd
Charlevoix, MI 49720
231-547-4611

Erin Mercer, Clerk
Evangeline Township
P.O. Box 396
Boyne City, MI 49712
231-582-7751

Sandy Whiteford, Clerk
Eveline Township
P.O. Box 496
East Jordan, MI 49727
231-675-4426

Kristin Baranski, Clerk
Hayes Township
09195 Major Douglas Sloan Rd.
Charlevoix, MI 49720
248-535-4269

Randi Terry, Clerk
Hudson Township
04621 Woodin Road
Vanderbilt, MI 49785
989-464-9009

Timothy Matchett, Clerk
Marion Township
01362 Matchett Road
Charlevoix, MI 49720
231-547-2154

Becky Jenkins, Clerk
Melrose Township
P.O. Box 189
Walloon Lake, MI 49796
231-535-2310

Brenda Freds, Clerk
Norwood Township
00640 Lakeshore Dr.
Charlevoix, MI 49720
231-497-0897

Marilyn Beebe, Clerk
Wilson Township
1701 Fall Park Rd
Boyne City, MI 49712
231-582-1033

Jessica Puroll, Clerk
City of Boyne City
319 N. Lake St
Boyne City, MI 49712
231-582-6597

Sarah Dvoracek, Clerk
City of Charlevoix
210 State Street
Charlevoix, MI 49720
231-547-3270

Julia A. Drost, County Clerk
203 Antrim Street
Charlevoix, MI 49720
231-547-7200

The Polls of the May 6, 2025 election will be open at 7 o'clock a.m. and will remain open until 8 o'clock p.m. on the day of election.

List of all polling place locations:

Bay Township Hall 05045 Boyne City Rd., Boyne City, MI 49712	582-3594
Boyne Valley Township Hall 2489 Railroad St., Boyne Falls, MI 49713	549-3130
Charlevoix Township Hall 12491 Waller Rd., Charlevoix, MI 49720	547-4611
Corwith Township Hall 8170 Mill Street Vanderbilt, MI 49795	989-983-2865
Evangeline Township Hall 02746 Wildwood Harbor Rd., Boyne City, MI 49712	No Phone
Eveline Township Hall 08525 Ferry Rd., East Jordan, MI 49727	459-4258
Hayes Township Hall 09195 Major Douglas Sloan Rd., Charlevoix, MI 49720	547-6961
Marion Township Hall 03735 Marion Center Rd., Charlevoix, MI 49720	547-2154
Melrose Township Hall 04289 M-75 N., Walloon Lake, MI 49796	535-2310
Norwood Township Hall 00640 Lakeshore Dr., Charlevoix, MI 49720	497-0897
Wilson Township Hall 02530 Fall Park Rd., Boyne City, MI 49712	582-6201
Boyne City Hall 319 N. Lake St, Boyne City, MI 49712	582-6597
Charlevoix City Hall 210 State St., Charlevoix, MI 49720	547-3270

**NOTICE OF REGISTRATION FOR
THE SPECIAL ELECTION TO BE HELD ON TUESDAY
MAY 6, 2025
FOR THE CITIES & TOWNSHIPS IN CHARLEVOIX COUNTY, MICHIGAN**

TO THE QUALIFIED ELECTORS OF THE COUNTY OF CHARLEVOIX;

PLEASE TAKE NOTICE that any qualified elector who is not already registered, may register to vote at the office of the City or Township Clerk; the office of the County Clerk; a Secretary of State branch office, or other designated state agency. Registration forms can be obtained at mi.gov/vote and mailed to the City or Township Clerk. Voters who are already registered may update their registration at www.expressSOS.com.

The last day to register in any other manner other than in-person with the **local** clerk is **Monday, April 21, 2025**.

After this date, anyone who qualifies as an elector may register to vote in person with proof of residency (MCL168.492) at the **local** Clerk's offices listed below:

- Bay Township Hall.....05045 Boyne City Rd, Boyne City, MI 49712
Special Hours Saturday, May , 2025 9 a.m. to 5 p.m.
- Boyne Valley Township Hall.....2489 Railroad Street, Boyne Falls, MI 49713
Special Hours Saturday, May , 2025 10 a.m. to 6 p.m.
- Chandler Township Hall.....07620 Chandler Hill Road, Boyne Falls, MI 49713
Special Hours Saturday, May , 2025 5 p.m. to 8 p.m. & Sunday, May , 2025 3 p.m. to 8 p.m.
- Charlevoix Township Hall.....12491 Waller Rd, Charlevoix, MI 49720
Special Hours Saturday, May , 2025 9 a.m. to 5 p.m.
- Evangeline Township Hall.....02746 Wildwood Harbor Rd, Boyne City, MI 49712
Special Hours Saturday, May , 2025 8 a.m. to 4 p.m.
- Eveline Township Hall.....08525 Ferry Rd, East Jordan, MI 49727
Special Hours Saturday, May , 2025 8 a.m. to 4 p.m.
- Hayes Township Hall.....09195 Major Douglas Sloan Rd., Charlevoix, MI 49720
Special Hours Saturday, May , 2025 & Sunday, May , 2025 9 a.m. to 1 p.m.
- Hudson Township.....4621 Woodin Road, Vanderbilt, MI 49795
Special Hours Saturday, May , 2025 & Sunday, May , 2025 12 p.m. to 4 p.m.
- Marion Township.....01362 Matchett Rd, Charlevoix, MI 49720
Special Hours Saturday, May , 2025 6 p.m. to 9 p.m. & Sunday, May , 2025 4 p.m. to 9 p.m.
- Melrose Township Hall.....04289 M-75 N, Walloon Lake, MI 49796
Special Hours Saturday, May , 2025 8 a.m. to 4 p.m.
- Norwood Township.....00640 Lakeshore Dr., Charlevoix, MI 49720
Special Hours Sunday, May , 2025 12 p.m. to 8 p.m.
- Wilson Township Hall.....02530 Fall Park Rd, Boyne City, MI 49712
Special Hours Sunday, May , 2025 8 a.m. to 4 p.m.
- Boyne City Hall.....319 N. Lake Street, Boyne City, MI 49712
Special Hours Saturday, May , 2025 8 a.m. to 12 p.m. & Sunday, May , 2025 8 a.m. to 12 p.m.
- Charlevoix City Hall.....210 State Street, Charlevoix, MI 49720

Special Hours Saturday, May , 2025 7 a.m. to 3 p.m.

This election is for the purpose of voting on the following proposal (s):

**BOYNE CITY PUBLIC SCHOOLS
GENERAL OBLIGATION UNLIMITED TAX BOND PROPOSAL
FOR BUILDING AND SITE PURPOSES IN THE AMOUNT OF
NOT TO EXCEED \$24,000,000**

Full text of the ballot proposition may be obtained at the administrative offices of Boyne City Public Schools, 321 S. Park Street, Boyne City, Michigan 49712-1527, telephone: (231) 439-8190.

PLEASE TAKE FURTHER NOTICE THAT THE BONDS OF THE SCHOOL DISTRICT, IF APPROVED BY A MAJORITY VOTE OF THE ELECTORS AT THIS ELECTION, WILL BE GENERAL OBLIGATION UNLIMITED TAX BONDS PAYABLE FROM GENERAL AD VALOREM TAXES.

**CHARLEVOIX PUBLIC SCHOOLS
GENERAL OBLIGATION UNLIMITED TAX BOND PROPOSAL
FOR BUILDING AND SITE PURPOSES IN THE AMOUNT OF
NOT TO EXCEED \$8,000,000**

Full text of the ballot proposition may be obtained at the administrative offices of Charlevoix Public Schools. 104 E. St. Mary's Drive, Charlevoix, Michigan 49720, telephone: (231) 547-3200.

PLEASE TAKE FURTHER NOTICE THAT THE BONDS OF THE SCHOOL DISTRICT, IF APPROVED BY A MAJORITY VOTE OF THE ELECTORS AT THIS ELECTION, WILL BE GENERAL OBLIGATION UNLIMITED TAX BONDS PAYABLE FROM GENERAL AD VALOREM TAXES.

**VANDERBILT AREA SCHOOLS
SINKING FUND MILLAGE RENEWAL PROPOSAL
.7233 MILL FOR 5 YEARS**

Full text of the ballot proposition may be obtained at the administrative offices of Vanderbilt Area Schools, 947 Donovan Street, Vanderbilt, Michigan 49795-9773, telephone: (989) 983-2561.



clerk hayestownshipmi <clerkhayestownshipmi@gmail.com>

Fwd: Camp Sea-Gull Drainage Improvements

2 messages

Hayes supervisor <supervisorhayestownshipmi@gmail.com>

Sun, Mar 2, 2025 at 4:30 PM

To: Julie Collard <treasurer@hayestownshipmi.gov>, zoning hayestownshipmi <zoninghayestownshipmi@gmail.com>, Warren Nugent Clerk <clerk@hayestownshipmi.gov>, Matthew Cunningham <trustee2@hayestownshipmi.gov>, Doug Kuebler <hayestrustee5@gmail.com>

See attached from Performance Engineers based on discussions with them on Thursday, Feb 27 as we reviewed their initial drawings - Ron suggested building up the ADA parking area so no overflow of water would run onto the sidewalk which appears to be Option B - and Option A was their original plan which is the "minimum" to take care of what they believed to be the water problem -- I am sure Julie or Ron can clarify if my summary here is not entirely accurate -

Please put this on the Agenda so this can be discussed at the BOT on March 10.

Bill Conklin

----- Forwarded message -----

From: **Wayne Seger** <waynes@performanceeng.com>

Date: Fri, Feb 28, 2025 at 4:12 PM

Subject: Camp Sea-Gull Drainage Improvements

To: Hayes supervisor <supervisorhayestownshipmi@gmail.com>

Cc: Aaron Nordman <aaronn@performanceeng.com>

Hi Bill,

It was nice meeting you yesterday, and discussing the Camp Sea-Gull project.

Please find attached two options, with a comparison estimate of cost.

Option A is the version we reviewed yesterday, and option B is intended to prevent any water from passing over the sidewalk.

Please let us know your thoughts, and then we can make a plan for the next steps.

Thank you,

Wayne

Wayne Seger, PE

Performance Engineers, Inc.

406 Petoskey Avenue

Charlevoix, Michigan 49720

(231) 547-2121 ph. (231) 499-6090 cell

www.performanceeng.com

3 attachments



6646 Cost Estimate 2025-02-28.pdf
199K



6646 BASE-OPTION A - 2025-02-28.pdf
539K



6646 BASE-OPTION B - 2025-02-28.pdf
505K

clerk hayestownshipmi <clerkhayestownshipmi@gmail.com>
To: supervisor Hayes <supervisorhayestownshipmi@gmail.com>

Mon, Mar 3, 2025 at 8:38 AM

Will do.
Sent from my iPhone

On Mar 2, 2025, at 4:30 PM, Hayes supervisor <supervisorhayestownshipmi@gmail.com> wrote:

[Quoted text hidden]

<6646 Cost Estimate 2025-02-28.pdf>
<6646 BASE-OPTION A - 2025-02-28.pdf>
<6646 BASE-OPTION B - 2025-02-28.pdf>

CAMP SEA-GULL DRAINAGE IMPROVEMENTS

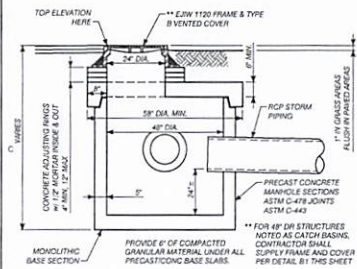
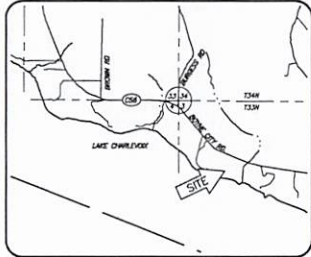
Budget Estimate

Performance Engineers, Inc.

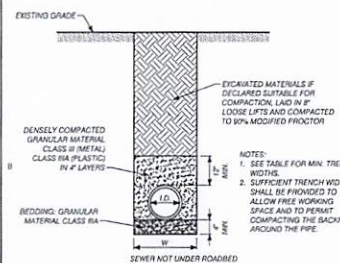
February 28, 2025

ItmNo	DESCRIPTION	UNITS	UNIT COST		OPTION A			OPTION B	
					QTY	TOTAL COST		QTY	TOTAL COST
1	DR STRUCTURE COVER, VANE GRATE	EACH	\$800.00		1	\$800.00		1	\$800.00
2	DR STRUCTURE COVER, SOLID COVER	EACH	\$800.00		1	\$800.00		1	\$800.00
3	DR STRUCTURE COVER, BEHIVE GRATE	EACH	\$800.00		1	\$800.00		1	\$800.00
4	STORM SEWER, 12 INCH	LFT	\$75.00		154	\$11,550.00		154	\$11,550.00
5	DR STRUCTURE, 48 INCH DIA.	EACH	\$5,000.00		2	\$10,000.00		2	\$10,000.00
6	CONNECT TO EXISTING STORM SEWER	EACH	\$300.00		1	\$300.00		1	\$300.00
7	CONNECT TO EXISTING STORM STRUCTURE	EACH	\$1,000.00		1	\$1,000.00		1	\$1,000.00
8	SAWCUT	LFT	\$4.00		10	\$40.00		75	\$300.00
9	REMOVE STORM SEWER	LFT	\$20.00		15	\$300.00		15	\$300.00
10	REMOVE RIPRAP	SFT	\$5.00		130	\$650.00		130	\$650.00
11	REMOVE SIDEWALK	SYD	\$25.00		7.5	\$187.50		26	\$650.00
12	REMOVE CURB AND GUTTER	LFT	\$25.00		0	\$0.00		54	\$1,350.00
13	REMOVE ASPHALT PAVEMENT	SYD	\$25.00		0	\$0.00		67.5	\$1,687.50
14	CONCRETE SIDEWALK	SFT	\$20.00		66	\$1,320.00		233	\$4,660.00
15	CONCRETE CURB & GUTTER	LFT	\$70.00		0	\$0.00		54	\$3,780.00
16	CONCRETE PAVEMENT, 6"	SFT	\$13.00		0	\$0.00		608	\$7,904.00
17	PAVEMENT MARKINGS	LSUM	\$500.00		0	\$0.00		1	\$500.00
19	RESTORATION	LSUM	\$3,500.00		1	\$3,500.00		1	\$3,500.00
21	EROSION CONTROL	LSUM	\$2,000.00		1	\$2,000.00		1	\$2,000.00
Estimate of Cost =						\$33,247.50		\$52,531.50	
10% Contingency =						\$3,324.75		\$5,253.15	
Total Budget =						\$36,572.25		\$57,784.65	
Engineering Design =						\$3,500.00		\$3,500.00	
Construction Oversight =						\$4,500.00		\$4,500.00	
Total Project Cost =						\$44,572.25		\$65,784.65	

SCALE: 1"=2000'



DR STRUCTURE - 48 INCH



METAL & PLASTIC PIPE

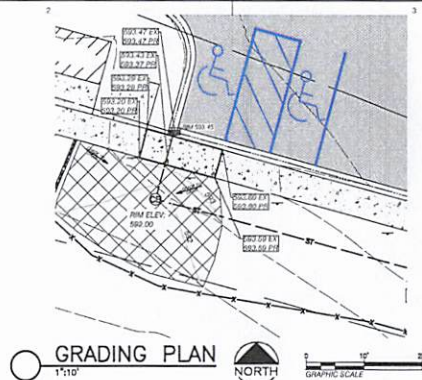
 TRENCH DETAIL F SPECIAL

MINIMUM TRENCH WIDTH					
PIPE I.D. (INCHES)	LESS THAN 18	21	24	30	36
TRENCH WIDTH (FEET)	3.0	3.5	4.0	5.0	6.0

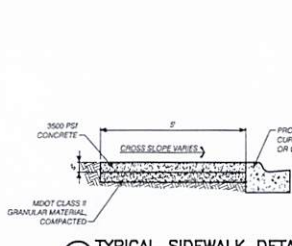
MINIMUM TRENCH WIDTH						
PIPE I.D. (INCHES)	42	48	54	60	66	72
TRENCH WIDTH (FEET)	7.0	8.0	9.5	10.0	10.5	11.0

MINIMUM TRENCH WIDTH						
PIPE I.D. (INCHES)	78	84	90	96	102	108
TRENCH WIDTH (FEET)	11.5	12.0	12.5	13.0	13.5	14.0

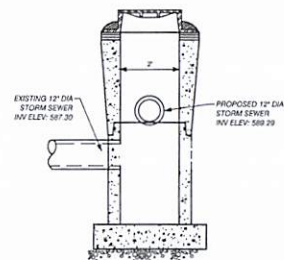
MINIMUM TRENCH WIDTH TABLE



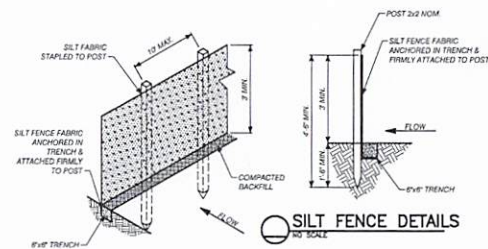
GRADING PLAN



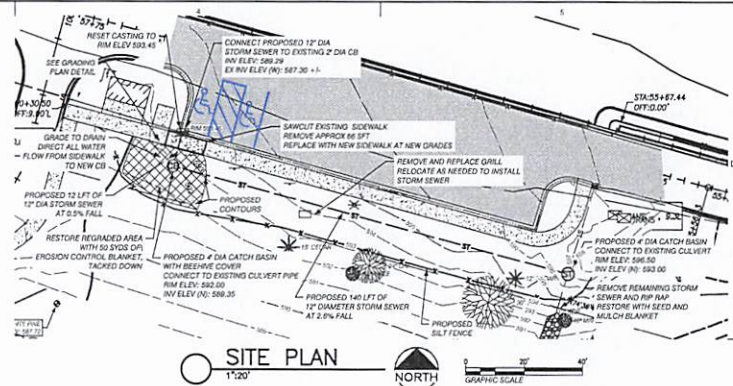
— TYPICAL SIDEWALK DETAIL



2' DIA CATCH BASIN CONNECTION



SILT FENCE DETAILS



SITE PLAN



Know what's below.
Call before you dig.

1. ALL STORM SEWER PIPING SHALL BE HOPE DOWNE WAILED PIPE, SIZE ACCORDING TO THE INFORMATION PROVIDED ON THE PLANS. PIPING SHALL BE PLACED IN A STRAIGHT ALIGNMENT AND AT A CONSISTENT GRADE, STRUCTURE TO STRUCTURE.
2. THE CONTRACTOR SHALL BE RESPONSIBLE TO COORDINATE WITH ALL UTILITY COMPANIES INCLUDING BUT NOT LIMITED TO ELECTRICAL, NATURAL GAS, AND TELEPHONE. IN ADDITION THE CONTRACTOR SHALL PROVIDE THE NECESSARY TRENCHING REQUIRED FOR UTILITY INSTALLATION.
3. ALL STORM STRUCTURES SHALL BE PROTECTED DURING CONSTRUCTION TO MINIMIZE THE OCCURRENCE OF DIRT AND DEBRIS. CONTRACTOR SHALL PROVIDE A CLEAN SURFACE AT THE END OF CONSTRUCTION, WITH A SLUMP FREE OF CONCRETE, DIRT, OR OTHER DEBRIS
4. BEFORE FINAL ACCEPTANCE OF THE WORK, THE CONTRACTOR SHALL REMOVE ALL EXCESSIVE UNUSED MATERIALS, EXCESS EROSION, EXCESSIVE EMBANKMENT, AND SURPLUS MATERIAL SHALL REMOVE FROM THE SITE ALL MACHINERY, EQUIPMENT, AND SUPPLIES MATERIAL AND LEAVE ALL AREAS OCCUPIED BY THE CONTRACTOR IN A NEAT AND MAINTAINABLE CONDITION.

SITE GENERAL NOTES

- ## STORM CONSTRUCTION NOTES
- THE ENGINEER SHALL BE NOTIFIED BEFORE STARTING CONSTRUCTION OF ANY PORTION OF THE PROJECT TO DETERMINE WHICH WILL BE AFFECTED BY THE VARIANCE IN THE EXISTING ELEVATIONS.
1. ALL EROSION CONTROL MEASURES SHALL MEET THE STANDARDS AND SPECIFICATIONS OF THE CURRENT EDITION OF THE EROSION CONTROL MANUAL AND THE EROSION CONTROL MANUAL OF TRANSPORTATION SOIL EROSION AND SEDIMENTATION CONTROL MANUAL.
 2. ALL EROSION CONTROL MEASURES SHALL BE IN PLACE WITHIN 30 DAYS AFTER FINAL STABILIZATION. FINAL STABILIZATION IS DEFINED AS WHEN ALL SOIL DISTURBING ACTIVITIES ARE COMPLETED AND A LUMP SUM VEGETATIVE COVER WITH A DENSITY OF 70% OF THE COVER FOR UNPAVED AREAS IS NOT COVERED BY PERMANENT STRUCTURES HAS BEEN ESTABLISHED.
 3. IF SOIL STABILIZING IS UTILIZED, SALT FENCES SHALL BE USED TO HELP CONTAIN THE SEDIMENT AND AVOID EROSION.
 4. THE CONSTRUCTION SHALL BE RESPONSIBLE FOR REMOVING SEDIMENT IN THE PERIPHERY OF THE SITE AFTER THE STABILIZATION IS IN PLACE.
 5. SEDIMENT SHALL BE REMOVED FROM THE SALT FENCES WHEN IT REACHES ONE-THIRD THE HEIGHT OF THE SALT FENCE.
 6. ALL EROSION AND SEDIMENTATION CONTROL MEASURES SHALL BE CHECKED BY A LICENSED PROFESSIONAL ENGINEER AT LEAST ONCE EVERY 14 CALENDAR DAYS AND WITHIN 14 DAYS OF THE END OF A RAINFALL EVENT. THE MEASURES SHALL BE REPAIRED, REPLACED OR REMOVED AS NECESSARY.
 7. THE CONSTRUCTION SHALL BE RESPONSIBLE FOR ADJUSTING THE EROSION AND SEDIMENTATION CONTROL MEASURES AS NECESSARY TO BE MAINTAINED IN FULLY FUNCTIONAL CONDITION THROUGHOUT THE ENTIRE PROJECT.
 8. CONSTRUCTION MANAGEMENT MUST ADVISE LOCATIONS OF EROSION CONTROL MEASURES AS REQUIRED THROUGHOUT THE PROJECT.
 9. RETENTION AREAS AND SLOPES SHALL BE SEEDDED IMMEDIATELY AFTER GRADING OPERATIONS TO MINIMIZE EROSION.
 10. ALL EXISTING TREES TO BE SAVED SHALL HAVE SOIL EROSION FENCING PLACED AROUND THE BASE AND CONSTRUCTION FENCING TO THE DRY LINE.
 11. CONTRACTOR SHALL DETERMINE THAT THE SITE BENCH MARK OR BENCH MARKS ARE THE ACTUAL INTENDED MARKS AND ARE STILL AT PROPER ELEVATION.
 12. SUBGRADE FOR CONCRETE AND PAVEMENT SHALL BE PREPARED IN ACCORDANCE WITH MOVEDIAN DEPARTMENT OF TRANSPORTATION (MDOT) CONSTRUCTION AND MATERIAL SPECIFICATION 3.08.
 13. FILL MATERIAL SHALL BE SPREAD IN UNIFORM LAYERS NOT TO EXCEED 8 INCHES LOOSE MEASURE IN THICKNESS, APPROXIMATELY PARALLEL TO FINISH GRADES. SPREADING OF MATERIALS SHALL FOLLOW DRUMMING AS CLOSELY AS PRACTICABLE. EACH LAYER SHALL BE COMPACTED TO REQUIRED DRY DENSITY BEFORE NEXT LAYER IS PLACED.
 14. IF FILL MATERIAL IS TOO DRY, SPRINKLING SHALL BE REQUIRED TO PROVIDE PROPER MOISTURE CONTENT FOR MAXIMUM COMPACTION. FLOODING OR OVERWATERING WILL NOT BE PERMITTED. NET MATERIAL SHALL BE ALLOWED TO DRY TO PROPER MOISTURE CONTENT BEFORE PLACEMENT OR COMPACTION.
 15. REMOVE TOPSOIL FROM AREAS TO BE FILLED AND GRADED AND ALL AREAS OF CONSTRUCTION. REMOVE ALL EXCESS TOPSOIL AND AVOID MATERIAL OF SUSPECT, DEMOLITION DEBRIS, OR OTHER CONTAMINANTS.
 16. REPLACEMENT OF TOPSOIL, A INCH THICK MINIMUM AND FINE GRADING THROUGHOUT SHALL BE REQUIRED WITHIN 14 DAYS OF THE SITE DISTURBED BY CONSTRUCTION ACTIVITIES.
 17. TOPSOIL SHALL BE BROKEN TO REMOVE DEBRIS AND TO PREPARE IT FOR SEEDING. LUMPS SHALL BE CRUSHED AND REMOVE STONES, DEBRIS, ETC. SHALL BE REMOVED AND DISPOSED OFF SITE.
 18. EXCESS TOPSOIL SHALL REMAIN PROPERTY OF OWNER AND BE SPREAD OR STOCKPILED ON SITE AS DIRECTED BY THE OWNER.
 19. WHEN OTHER SITE WORK HAS BEEN SUBSTANTIALLY COMPLETED, CONTRACTOR SHALL BE RESPONSIBLE FOR REMOVING EXCESS TOPSOIL AND SPREADING IT TO FINISH TRUE AND EVEN SURFACES IN ACCORD WITH SPECIFICATIONS FOR GRADING, SUPPLEMENTED BY HAND WORK AND SURFACES, AS REQUIRED.
 20. BEFORE SEEDING, SURFACES SHALL BE CLEANED OF CONSTRUCTION DEBRIS, SUCH AS BRICK, WIRE, GRADE STAKES AND OTHER OBJECTS.
 21. SEEDING SHALL BE APPLIED AT A RATE OF 1 POUNDS PER 1000 SQ. YD. AFTER SEEDING, SURFACE SHALL BE COMPACTED USING ROLLERS WEIGHING 60-80 LBS. PER LINEAL FOOT OF ROLL.
 22. STRAW MULCH SHALL BE APPLIED AT A RATE OF TWO BALES PER 100 SQ. YD. MOISTEN STRAW IMMEDIATELY AFTER MULCHING.

EROSION CONTROL NOTES

 SITE GRADING NOTES

**Performance
Engineers, Inc.**

Civil / Structural Engineering
406 Potoskey Avenue
Charlevoix, Michigan 49720
Phone: (231) 544-4444 Fax: (231) 544-4444
www.performanceeng.com

CONSULTANTS

CAMP SEA-GULL
HAYES TOWNSHIP PARK

CHARLEVOIX COUNTY, MICHIGAN

HART'S TOWNSHIP

PROJECT NO:	6645
CAD DRAW FILE:	6645 BASE.DWG
DRAWN BY:	WCS
DESIGNED BY:	PO
CHECKED BY:	ADN

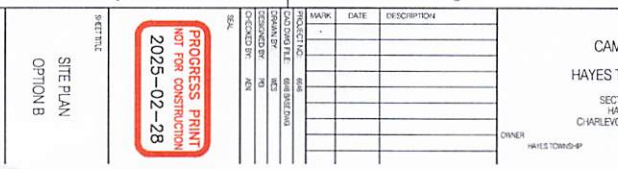
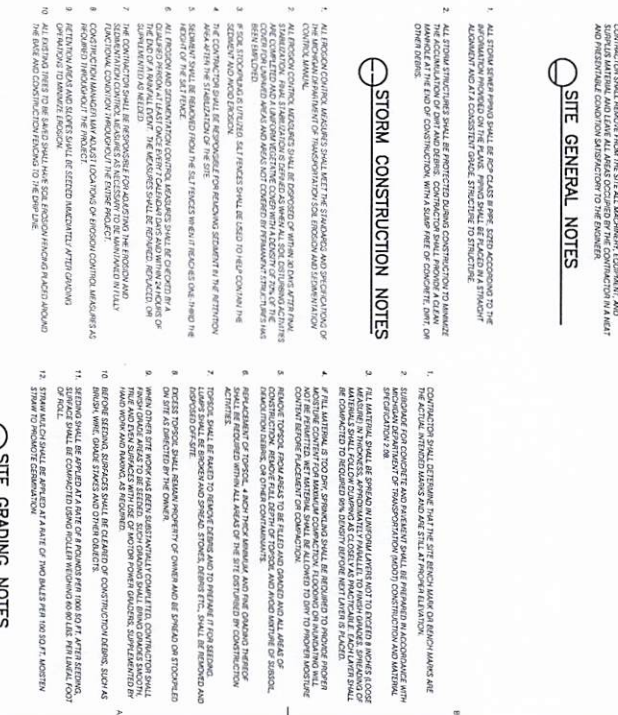
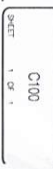
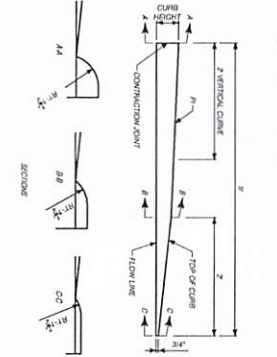
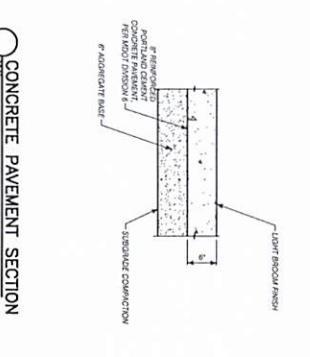
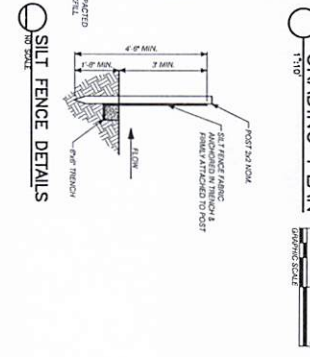
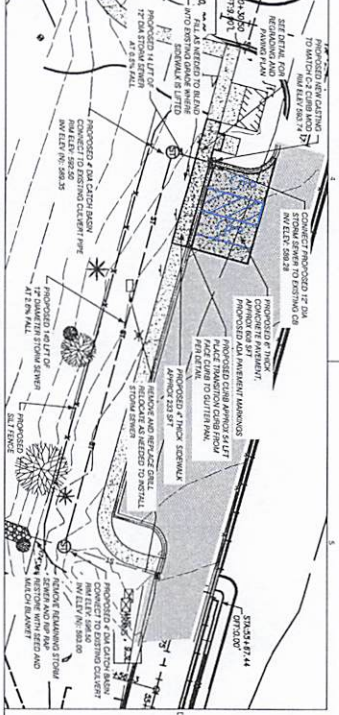
PROGRESS PRINT
NOT FOR CONSTRUCTION
2025-02-28

SHEET TITLE

SITE PLAN
OPTION A

C100

SHEET 1 OF 1



Appointed
1-8-2024 as an
alternate
expires 1-8-2027
requested to be moved
up to Board Member



Hayes Township Boards, Commissions, and Committees

95 Major Douglas Sloand Rd.

Charlevoix, MI 49720

(231)547-6961

Applicant Name: Toni E Hosler Date: 5 Mar 25

Street Address: [REDACTED] BAY Shore W Dr

City, Zip, & State: Charlevoix MI 49720

Telephone Number: [REDACTED] (cell) work home

Email: [REDACTED]

Which Board/Commission/Committee would you like to serve on? (circle all that apply)

Board of Review Planning Commission Cemetery Committee Library Board Parks & Recreation
Zoning Board of Appeals Road Committee

Tell us why you want to serve the township. What makes you a good candidate?

Served on ZBA 10/8/2007 - 11/18/15
currently an alternate
served as election inspector more than 20 yrs

Briefly describe your education & employment history.

2 Associate degrees
St Loan Office St Francis Federal Credit Union
since 4 Jan 1992

Have you served on boards in the past? If yes, which board(s)?

Yes - ZBA
current Fair Board member
also serving on Charlevoix
Veteran Council
member

Do you have any other skills or experiences you would like to share?

Are there any potential conflicts of interest?

No

For Board of Review Applicants, do you have any experience in: (circle all that apply)

Finance Real Estate Property Appraisal/Assessing Taxes Other: _____

For Planning Commission applicants, please share which part of our community you would represent: (circle all that apply)

Agriculture Recreation Commerce ~~Transportation~~ Industry Economy
Government Educational Social Development Natural Resources Public Health

Please feel free to attach any supporting documents (resume, letter of interest, etc.) to this application.

Reference(s): Please include name, address, phone number)

Signature of Applicant: _____

Date: 5 Mar 25

Please return to: Clerk, Hayes Township, 09195 Major Douglas Sloan Rd, Charlevoix, MI 49720

Email to: clerk@hayestownshipmi.gov

Hayes Township is an Equal Opportunity Employer and will not discriminate among applicants or employees with regard to race, religion, sex, age, national origin, height, weight, marital status, non-disqualifying disability, veteran status, or on the basis of any characteristic that is protected by state or federal law.



clerk hayestownshipmi <clerkhayestownshipmi@gmail.com>

ZBA Seeking reappointment March 2025

1 message

Rod Slocum <~~rodslocum@gmail.com~~>

Tue, Mar 4, 2025 at 4:20 PM

To: clerk hayestownshipmi <clerkhayestownshipmi@gmail.com>

Kristen,

March 4, 2025

I enjoy serving on Hayes Township ZBA and wish to continue in that capacity.

Rod Slocum



Application for Service on Hayes Township Boards, Commissions, and Committees

09195 Major Douglas Sloand Rd.

Charlevoix, MI 49720

(231)547-6961

Applicant Name: Jessica Perry Date: Feb. 13, 2025
Street Address: ~~4025~~ Upper Bay Shore rd.
City, Zip, & State: Charlevoix, MI 49720
Telephone Number: ~~232-996-0009~~ (cell) work home
Email: ~~m.badess@aol.com~~

Which Board/Commission/Committee would you like to serve on? (circle all that apply)

Board of Review Planning Commission Cemetery Committee Library Board Parks & Recreation
Zoning Board of Appeals Road Committee

Tell us why you want to serve the township. What makes you a good candidate?

I would be honored to serve Hayes Township and help maintain the beauty and "small town" feel of our community while also purposefully adapting to potentially necessary changes. It's a balance! I believe I am a good candidate because I am a good listener, I care, am understanding of others and work well in a group. I am good at finding creative solutions together.

Briefly describe your education & employment history.

- B.A. Marketing / public relations - University of Oklahoma
- I have owned and operated a retail store for 13+ years "Coastal Cottage Outfitters" - Frisco, NC
- Real Estate Broker - Dolphin Realty, - NC for 10+ years

Have you served on boards in the past? If yes, which board(s)?

President - Outer Banks wedding association - North Carolina

Do you have any other skills or experiences you would like to share?

Graphic Design, Excel spreadsheets,
Adobe Photoshop, extensive experience
with vacation rentals, real estate rules, etc.

Are there any potential conflicts of interest?

NO

For Board of Review Applicants, do you have any experience in: (circle all that apply)

Finance Real Estate Property Appraisal/Assessing Taxes Other: _____

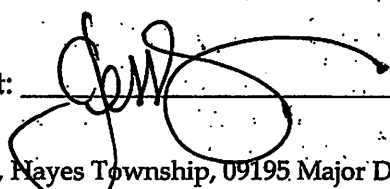
For Planning Commission applicants, please share which part of our community you would represent: (circle all that apply)

Agriculture Recreation Commerce Transportation Industry Economy
Government Educational Social Development Natural Resources Public Health

Please feel free to attach any supporting documents (resume, letter of interest, etc.) to this application.

Reference(s): Please include name, address, phone number)

Sarah Kaminski - Manager - Charlevoix County Sheriff's Office
Mark Snyder - Realtor - Pat O'Brien + Assoc.

Signature of Applicant: 

Date: Feb. 13, 2025

Please return to: Clerk, Hayes Township, 09195 Major Douglas Sloan Rd, Charlevoix, MI 49720

Email to: clerk@hayestownshipmi.gov

Thank you for the consideration! - and for all
that you do for our community.

Hayes Township is an Equal Opportunity Employer and will not discriminate among applicants or employees with regard to race, religion, sex, age, national origin, height, weight, marital status, non-disqualifying disability, veteran status, or on the basis of any characteristic that is protected by state or federal law.

Hayes Township: APPLICATION FOR ZONING BOARD OF APPEALS

Bill Henne, 08347 Boyne City Rd., Charlevoix, Mi 49720

2/18/2025

231 590 1162 (cell phone)

wm.henne@gmail.com

Tell us why you want to serve the township. What makes you a good candidate?

I believe in the importance of good planning and following the zoning ordinance.

1. I have served on the Planning Commission for 12 years, 6 as chair.
2. I have served on the ZBA for 6 years, 3 as chair.
3. I have attended many planning workshops.
4. I was very involved with building the foundation for our current zoning ordinance.

Briefly describe your education & employment history.

1. I worked for the local health department for 30 years.
2. I have a Bachelor of Science Degree from Ferris State University.
3. I have been involved with township government for most of the 50 years that I have been a resident in Hayes Township.

Have you served on boards in the past? If yes, which boards?

1. See above. In addition, I served 2 terms on the Board of Directors for Tip of the Mitt Watershed Council.
2. I served for 40 years on the WATCH (Water and Air Team Charlevoix) Board of Directors, 20 years as President.

Do you have any other skills or experiences you would like to share?

1. I am a good listener, have worked with a diverse group of people, am always prepared for meetings, and have held many leadership positions.
2. I have a knowledge of planning and zoning and an appreciation for its importance.

Are there any potential conflicts of interest? No

Reference(s): Please include name, address, phone number.

Jim Rudolph, 9799 Townline Rd., Petoskey, Michigan, 231 317 0272

Signature of Applicant



Date 2/18/2005

SECRET

CONFIDENTIAL

SECRET

CONFIDENTIAL



Application for Service on Hayes Township Boards, Commissions, and Committees

09195 Major Douglas Sloand Rd.

Charlevoix, MI 49720

(231)547-6961

Applicant Name: Mary Jo Smith Date: 3/5/25
Street Address: 1827 Pincherry Rd.
City, Zip, & State: Charlevoix MI, 49720
Telephone Number: 231-598-0932 cell work home
Email: smithmj1827@gmail.com

Which Board/Commission/Committee would you like to serve on? (circle all that apply)

Board of Review Planning Commission Cemetery Committee Library Board Parks & Recreation
Zoning Board of Appeals Road Committee

Tell us why you want to serve the township. What makes you a good candidate?

I was asked if I would be interested in a board position and I said yes. I'm at a point in my life where I have the time and drive to serve my community. I've planted forever roots here and I want to help keep our area the haven I fell in love with.

Briefly describe your education & employment history.

BS in Television Production for Ferris State University,
College professor @FSU until I moved up North.
Currently own my own massage therapy business

Have you served on boards in the past? If yes, which board(s)?

No

Do you have any other skills or experiences you would like to share?

I'm a natural leader but I don't need to lead... team work is one of my greatest assets. Give me a good team to work with and I will work hard and do what needs to be done to succeed.

Are there any potential conflicts of interest?

NO

For Board of Review Applicants, do you have any experience in: (circle all that apply)

NO

Finance Real Estate Property Appraisal/Assessing Taxes Other: _____

For Planning Commission applicants, please share which part of our community you would represent: (circle all that apply)

N/A

Agriculture Recreation Commerce Transportation Industry Economy
Government Educational Social Development Natural Resources Public Health

Please feel free to attach any supporting documents (resume, letter of interest, etc.) to this application.

Reference(s): Please include name, address, phone number)

Claine Strobel 251-838-8732

Margan Hagenbuch 710-638-6627

Debby Buck 251-598-2137

Signature of Applicant: _____



Date: 3/5/25

Please return to: Clerk, Hayes Township, 09195 Major Douglas Sloan Rd, Charlevoix, MI 49720

Email to: clerk@hayestownshipmi.gov

Hayes Township is an Equal Opportunity Employer and will not discriminate among applicants or employees with regard to race, religion, sex, age, national origin, height, weight, marital status, non-disqualifying disability, veteran status, or on the basis of any characteristic that is protected by state or federal law.

DECOMMISSIONING AGREEMENT

This Decommissioning Agreement is entered into between **[INSERT APPLICANT NAME]** a **[INSERT BUSINESS STRUCTURE AND STATE OF ORGANIZATION]** at **[INSERT BUSINESS ADDRESS]** ("Applicant") and ~~the Michigan Public Service Commission (the "Commission" or "MPSC") at 7109 W Saginaw Hwy, Lansing, MI 48917.~~ **Hayes Township, Charlevoix County, 9195 Major Douglas Sloan Road, Charlevoix MI 49720.**

WHEREAS, PA 233 of 2023 (the "Act") provides siting authority to the Commission **Hayes Township** for utility-scale solar, wind, and energy storage projects under specific conditions and requires applications under the Act to include a "decommissioning plan that is consistent with agreements reached between the applicant and other landowners of participating properties and that ensures the return of all participating properties to a useful condition similar to that which existed before construction, including removal of above-surface facilities and infrastructure that have no ongoing purpose";

WHEREAS, the ACT provides that the "decommissioning plan shall include, but is not limited to, financial assurance in the form of a bond, a parent company guarantee, or an irrevocable letter of credit, but excluding cash";

WHEREAS, on **[INSERT APPLICATION DATE]** the Applicant applied to the Commission **Hayes Township** for a certificate pursuant to MCL 460.1221 *et seq.* (the "Application") for a _____ megawatt **[INSERT ONE OF THE FOLLOWING: solar energy facility, wind energy facility, or energy storage facility]** referred to as **[INSERT NAME OF PROJECT]** located at **[INSERT PROJECT LOCATION]** (the "Project"); and

~~WHEREAS, the Commission opened a contested case pursuant to MCL 460.1226(3) entitled MPSC Case No. [INSERT CASE NUMBER] to conduct a proceeding on the Application and found, pursuant to MCL 460.1226(7),~~ **Whereas the Hayes Township Board of Trustees acting upon the approval of the special land use permit application by the Planning Commission recommend** that the Application should be approved, subject to the conditions set forth in **the Special Use Permit** Commission's **[INSERT ORDER DATE]** Order (Attachment A to this Agreement) and the Commission- **Township** approved decommissioning plan (Attachment B to this Agreement).

NOW, THEREFORE, the parties to this Agreement set forth the following terms and conditions of the Project decommissioning to which the parties, as well as any subsequent successors in interest, are bound:

1. **Term.** This Agreement is effective [INSERT EFFECTIVE DATE] and will continue until terminated as provided below.
2. **Decommissioning Obligations.** The Applicant shall satisfy all obligations for decommissioning the Project as provided in this Agreement, the ~~Commission Order~~ **Special Use Permit** approving the Project certificate, and the ~~Commission-Township~~-approved Decommissioning Plan. These obligations shall ensure the return of all participating properties to a useful condition similar to that which existed before construction, including removal of above-surface facilities and infrastructure that have no ongoing purpose. Specifically, these decommissioning obligations include:
 - 2.1. **[INSERT OTHER PROJECT-SPECIFIC DECOMMISSIONING ACTIVITIES CONSISTENT WITH THE ~~ORDER~~ Special Use Permit AND DECOMMISSIONING PLAN]**
 - 2.2. **State and Local Units of Government Requirements.** The Applicant remains bound to obtain any permits or other authorizations required by the State or any local unit of government for purposes of decommissioning activities.
3. **Decommissioning Process.**
 - 3.1. **Initiation.** Decommissioning of the Project shall commence under any of the following conditions ("Decommissioning Trigger Events"):
 - 3.1.1. **Applicant-Initiated Decommissioning.** The Developer may, subject to its agreements with the participating landowners and the terms of ~~Commission~~ **Special Use Permit** approval, provide written notice to the parties of this Agreement, and the affected local unit's chief elected official, of its intent to decommission the Project or a portion thereof.
 - 3.1.2. **Landowner Agreements.** The Applicant has entered into separate agreements with the owners of the land on which the Project will be developed. To the extent these agreements require decommissioning within a stated period or upon specific events, decommissioning shall commence no later than upon the triggering of such terms to the extent not in conflict with the ~~Commission Order~~ **Special Use Permit**. This decommissioning agreement is intended to be consistent with applicable landowner agreements to the extent not in conflict with the ~~Commission Order~~ **Special Use Permit**

3.1.3. Depowering. [ADJUST THIS TERM BASED ON RESOURCE TYPE]

If the Project ceases to generate, store, or produce electricity for twelve (12) consecutive months, the project shall be deemed depowered and decommissioning shall commence unless the Applicant can demonstrate that the lack of generation, storage, or production is the result of a reasonable and temporary condition for which there is an appropriate remedy approved through a ~~Commission~~ **Hayes Township** proceeding. If a Project fails to generate, store, or produce electricity within 5 years of commencing construction, it shall be deemed depowered, and decommissioning shall commence unless the Applicant can demonstrate through a ~~Commission~~ **Haye Township** proceeding that generation, storage, or production will proceed within a reasonable time and manner. If the Project begins to generate, store, or produce electricity in accordance with the requirements of this Agreement and the ~~Commission~~ **order Special Use Permit** approving the Project certificate before a decommissioning activity commences, the depowering may be deemed reversed pursuant to a ~~Commission~~ **Hayes Township** proceeding.

3.1.4. Failure of Financial Assurance. The **applicant** must replace any expiring financial assurance instrument meeting the requirements of this Agreement and the ~~Commission~~ **order Special Use Permit** approving the Project (including any Estimated Decommissioning Cost updates pursuant to Paragraph 4.2.3) no less than ninety (90) days prior to the expiration date of the financial assurance instrument. If the Applicant fails to do so, then decommissioning shall commence; provided, that prior to commencing decommissioning for failure to replace the expiring financial assurance instrument, the **Applicant** shall have at least thirty (30) days to cure such failure. If the **Applicant's** financial assurance is to be revoked, terminated, or otherwise ceases to meet the requirements of the Act and ~~Commission~~ **order the Special Use Permit** approving the Project certificate, the Developer must immediately notify the parties to this Agreement. If the **Applicant** cannot cure this inadequacy and bring the Project into conformance with the Act and ~~Commission~~ **order Special Use Permit** approving the Project certificate within thirty (30) days, then decommissioning shall commence.

3.1.5. **Change of Ownership.** If the ownership of the Project is transferred, the Applicant seeks to dissolve, or the ownership structure of the Developer is otherwise changed, the Developer must immediately file a demonstration in the ~~MPSC docket assigned to the Project~~ **Hayes Township** confirming the continued compliance with the Project certificate and the continued validity of the financial assurance. If the Applicant fails to make any such demonstrations within 30 days of the underlying change, then decommissioning shall commence.

3.1.6. **Repowering.** If the Applicant attempts to repower the Project, as defined by MCL 460.1221(v), the Developer must seek a new certificate pursuant to MCL 460.1222. If the Developer begins repowering but fails to seek a new certificate, then decommissioning shall commence unless the Developer halts all repowering activities and initiates the procedures for seeking local approval or a certificate to the satisfaction of the ~~Commission~~ **Hayes Township** within thirty (30) days of the start of repowering activities.

3.2. **Decommissioning Notice.** Upon the occurrence of any of the above-specified Decommissioning Trigger Events, the Applicant shall immediately provide written notice to the parties to this agreement and the affected local units of government and ~~(file such notice in the MPSC docket assigned to the Project.)~~ ?

3.3. **Completion Notice.** Within sixty (60) days of completing decommissioning activities, the Applicant must notify the ~~Commission~~ **Hayes Township** and submit a decommissioning report that includes a summary of decommissioning activities and a description of any mitigation measures used during decommissioning ~~(in the MPSC docket assigned to the Project.)~~?

3.4. **~~Commission~~ **Township** Decommissioning Authority.**

3.4.1. **~~Commission~~ **Township**-Initiated Decommissioning.** If the Applicant, its successors or assigns, or any other person controlling the Project fails, refuses, or neglects to initiate decommissioning within 180 days of any of the Decommissioning Trigger Events, the ~~Commission~~ **Township** shall itself have the right, but not the obligation, to perform the Applicant's decommissioning obligations under this Agreement, the ~~Commission~~ order **Special Use Permit** approving the Project certificate, and the ~~Commission~~ **Township**-approved Decommissioning Plan. In

such event, the Applicant (or its successors or assigns) agrees to give the Commission ~~Township~~ and its contractors or agents the right to possess, dispose of, and otherwise decommission the property that makes up the Project and shall defend, hold harmless, and indemnify ~~the Commission~~ ~~Hayes Township~~ for any and all claims, liability, loss, or damage arising out of its exercise of its right to decommission the Project as provided for herein, except in cases of negligence by ~~the Commission~~ ~~Hayes Township~~ or any of its contractors or agents. The ~~Commission-Township~~ shall not be required to expend funds beyond those funds provided through the financial assurances in order to perform the Applicant's decommissioning obligations. In the event the Applicant (or its successors or assigns) subsequently takes steps to initiate such activities and a decommissioning proceeding before the Commission ~~Township~~ within a reasonable time, the Commission ~~Township~~ may refrain from decommissioning activities and allow the Applicant (or its successors or assigns) to commence the necessary actions.

3.4.2. **Access Representations.** The Applicant hereby represents that it has the rights of ingress, egress, access, and possession to the Project location pursuant to its agreements with Landowners and that the Commission's ~~Township~~ rights under this Agreement are consistent with the terms of such agreements with the landowners. The Commission shall provide reasonable notice to the Applicant and Landowner before entering the Project location if ~~Commission-Township~~-initiated decommissioning is warranted. The Applicant hereby represents it possesses the authority to grant such authority pursuant to its lease agreements and property rights.

3.4.3. *** **Future Obligations.** The parties to this Agreement acknowledge and agree that appropriation of funds is a legislative function that the Commission cannot contractually commit itself to perform. The Commission's obligations under this Agreement will not constitute a general obligation of the State of Michigan and the Commission's obligations under this Agreement will not constitute either a pledge of the full faith and credit or the taxing power of the State of Michigan.
This needs Board decision

4. **Financial Assurance.** [ADJUST THESE TERMS FOR IRREVOCABLE LETTERS OF CREDIT OR PARENT COMPANY GUARANTEES]

4.1. **Estimated Decommissioning Cost.** Pursuant to MCL 460.1225(r) and the ~~Commission order~~ **Special Use Permit** approving the Project certificate, the estimated cost of decommissioning the project ("Estimated Decommissioning Cost"), which is subject to the periodic updates described below, is initially \$_____. The Estimated Decommissioning Cost is intended to include the following:

4.1.1. Costs for removal of energy facility equipment and infrastructure, land restoration and reclamation, and insurance requirements calculated by a third party with expertise in decommissioning.

4.1.2. Salvage value for energy facility equipment and infrastructure calculated by a third party with expertise in decommissioning.

4.1.3. The cost to hire a decommissioning consultant to manage the decommissioning process in the event of Applicant abandonment or bankruptcy.

4.2. **Bond Acquisition.** [ADJUST THIS TERM BASED ON APPROVED FINANCIAL ASSURANCE SCHEDULE] No later than the start of construction, the Applicant shall post a Decommissioning Bond in the amount of at least \$_____ for the benefit of the Commission, which is 25% of the Estimated Decommissioning Cost. No later than 1 year from the beginning of construction, the Applicant shall post a Decommissioning Bond in the amount of at least \$_____ for the benefit of the ~~Commission,~~ **Township**, which is 50% of the Estimated Decommissioning Cost. No later than the start of full commercial operation, the Applicant shall post a Decommissioning Bond in the amount of at least \$_____ for the benefit of the ~~Commission,~~ **Township**, which is 100% of the Estimated Decommissioning Cost. The bond shall conform to the Bond Agreement (Attachment C to this Agreement).

4.2.1. **Renewal.** The Applicant or its successor in interest to the Project shall be responsible for renewing the Bond until the financial assurance requirement is terminated pursuant to this agreement and the ~~Commission order~~ **Special Use Permit** approving the Project certificate. At the end of each bond term, the Applicant shall renew the bond.

4.2.2. **Decommissioning Cost Update.** The Estimated Decommissioning Cost shall be updated as follows:

4.2.2.1. **Timeline.** For the first twenty (20) years of commercial operation, the Estimated Decommissioning Cost will be updated every five (5) years. Starting in the twenty-first (21st) year of commercial operation and continuing until the financial assurance requirement is terminated pursuant to this agreement and the ~~Commission order~~ **Special Use Permit** approving the Project, the Estimated Decommissioning Cost will be updated every three (3) years. The amount of any bond obtained subsequent to an Estimated Decommissioning Cost update must be based on such updated costs.

4.2.2.2. **Expert Review.** The Estimated Decommissioning Cost must be updated by a third party with expertise in decommissioning based on the updated decommissioning plan.

4.2.2.3. **Updated Decommissioning Plan.** Upon the Estimated Decommissioning Cost update, the Decommissioning Plans must be updated to incorporate any improvements in the decommissioning process or necessary changes. (The Applicant will file the updated Decommissioning Plan with the Commission in the MPSC docket assigned to the Project.) **Not sure what needs to be reported to MPSC in this regard.**

4.2.2.4. **Updated Financial Assurance.** Upon the Estimated Decommissioning Cost update, the financial assurance shall be updated according to such updated cost estimates.

4.3. **Use of Funds.** If a Decommissioning Trigger Event occurs, the financial assurance is called upon, and the ~~Commission~~ **Township** performs some or all of the Applicant's decommissioning obligations, all funds received by the ~~Commission~~ **Township** through the ~~Commission's~~ **Township's** claims on the financial assurances for the Project shall be used for reasonable costs incurred by the ~~Commission~~ **Township** in connection with performing the Applicant's decommissioning obligations for the project and expenses related thereto (including, but not limited to, third-party consultant and administrator fees, litigation expenses, attorney fees, and expert fees).

5. **Annual Showing.** Every year, **no later than [ADD DATE SPECIFIED BY THE TOWNSHIP COMMISSION]**, the Developer must file proof that the financial

assurance requirements are satisfied in the MPSC docket assigned to the Project along with a summary of the power generated, stored, or produced for the proceeding twelve (12) month period and a description of any portions of the Project that have failed to generate, store, or produce electricity during the proceeding twelve (12) months, including the extent and length of such depowering. **Verify MPSC ROLE in A Workable scenario**

6. Termination.

- 6.1. **Commission-TOWNSHIP- Approved Decommissioning.** Upon completion of all decommissioning obligations described in this agreement, the ~~Commission order~~ **Special Use Permit** approving the Project certificate, and the ~~Commission-Township-~~approved Decommissioning Plan, the Applicant may apply to the ~~Commission~~ **Township** for termination of this Agreement. The ~~Commission~~ **Township** shall determine whether any outstanding obligations exist. Otherwise, the ~~Commission-Township~~ shall terminate this Agreement.
- 6.2. **Financial Assurance Termination.** If the Applicant applies for, and is granted, termination of this Agreement upon completion of all decommissioning obligations as addressed in the preceding paragraph, then the ~~Commission~~ **Township** may terminate the applicable financial assurance requirements.

7. Miscellaneous.

- 7.1. **Assignment.** No party may assign all or any part of this Agreement without the other parties' prior written consent. This Agreement inures to the benefit of the parties hereto and their successors and permitted assigns and is binding on each other and each other's successors and permitted assigns.
- 7.2. **Conflicts.** In the event of a conflict between the ~~Commission order~~ **Special Use Permit** approving the Project certificate and this Agreement or any agreements between the Applicant and Landowner, the ~~Commission order~~ **Special Use Permit** shall control.
- 7.3. **Severability.** Any provision of this Agreement held to be void or unenforceable will not affect the validity of its remaining provision.
- 7.4. **Amendment.** This Agreement cannot be modified or waived in any way without express agreement signed by all parties.

7.5. **Counterparts.** This Agreement may be executed and delivered in counterparts and duplicate originals, including by a facsimile and/or electronic transmission thereof, each of which shall be deemed an original. Any document generated by the parties with respect to this Agreement, including this Agreement, may be imaged and stored electronically.

7.6. **Choice of Law.** This Agreement shall be governed by and construed in accordance with the laws of the State of Michigan.

[INSERT APPLICANT NAME]

Print Name: _____

MICHIGAN PUBLIC SERVICE HAYES TOWNSHIP

COMMISSION

Print Name: _____



April Hilton <deputyclerkhayes@gmail.com>

Fwd: renewable energy resources

1 message

Roy Griffiths <rwgriffits3@gmail.com>

Wed, Feb 5, 2025 at 10:12 AM

To: April Hilton <deputyclerkhayes@gmail.com>

FYI

----- Forwarded message -----

From: Hayes supervisor <supervisorhayestownshipmi@gmail.com>

Date: Tue, Feb 4, 2025 at 7:14 PM

Subject: Re: renewable energy resources

To: Roy Griffiths <rwgriffits3@gmail.com>

CC: Kristin Baranski <clerkhayestownshipmi@gmail.com>

Thank you for your insight, time to secure information and suggestion for a March timeframe - Bill

On Tue, Feb 4, 2025 at 5:40 PM Roy Griffiths <rwgriffits3@gmail.com> wrote:

Just to update you on the timeline for these ordinances. In order to get the county planning commission to review them at the March meeting, I believe on the 7th, we need to hold the public hearing. That is scheduled for this month at the 2/18 PC meeting. After the county reviews and comments they send it back to us. I am hopeful that we can get this feedback in time for the March board meeting but it will be tight. If it does get back and we do not need to make any changes, the board can take them up as you see fit, aiming for the March meeting.

That being said there is some time available for the board to work on the fee schedules and resolutions.

Hope this helps,

Roy

On Feb 3, 2025, at 4:39 PM, Hayes supervisor <supervisorhayestownshipmi@gmail.com> wrote:

Kristin ---

Perhaps we should put the Renewable Energy Resolutions on the Agenda for Feb 10, as Roy emailed us on 1/29.

By copy of this email, perhaps we will want to discuss over the phone (Conference call) or exchange e-mail ideas with Mr. Griffiths regarding the specific amount - as I recall that the Solar and Battery Ordinance both had a fee amount to be charged by the Township and I do not know the suitable or responsible amount. Perhaps we can get that addressed for a Resolution by Feb 10 --

Bill Conklin

On Wed, Jan 29, 2025 at 9:16 PM Hayes supervisor <supervisorhayestownshipmi@gmail.com> wrote:

Thank you Roy --

I will review them and respond with my thoughts to you and as well to the other Members of the Board.

I will also advise once I obtain sufficient information (and all variables, amounts, costs, availability) regarding Reclamation Bonds which the Twp will require post Renewable Energy term -

Bill Conklin
231-373-0059

On Wed, Jan 29, 2025 at 10:04 AM Roy Griffiths <rwgriffits3@gmail.com> wrote:

Good Morning Bill,

Thank you for your participation last night and your support of the PC's efforts to protect the township from the State's control of renewable energy projects.

I have attached suggested forms from the MTA for the board to consider as we move forward. I hope you find these useful.

Roy



clerk hayestownshipmi <clerkhayestownshipmi@gmail.com>

Renewable energy host community agreement

1 message

Roy Griffiths <rwgriffits3@gmail.com>

Fri, Feb 14, 2025 at 9:04 AM

To: Hayes supervisor <supervisorhayestownshipmi@gmail.com>, Kristin Baranski <clerkhayestownshipmi@gmail.com>, Treasurer Julie Collard <treasurer@hayestownshipmi.gov>, Matt Cunningham <trustee2@hayestownshipmi.gov>, Doug Kuebler <hayestrustee5@gmail.com>

Cc: Mark Snyder <snyderhpt@outlook.com>, Carey Cuddeback <ccuddebackPC@gmail.com>, "greensladerex@gmail.com" <greensladerex@gmail.com>, CT Martin <ctmagnetics@aol.com>, Roy Griffiths <rwgriffits3@gmail.com>, Alexander Curley <acurley.pc@gmail.com>

Bill,

At the last PC meeting we discussed the PC offering some suggestions on various supplemental processes around the workable renewable energy ordinances. We plan to discuss some on Tuesday however, the host community agreement is a legal contract between the township and and the applicant. As such we are not the best configured to draft a legal agreement. We do want to follow the standards in PA 233 which specifies the one time payment amount of \$2000 per nameplate capacity.

I am including the relevant section of the Act for your review. These are written for applications that go to the MPSC for approval and thus it would be wise for us to use the same standards. We will leave it to the board to decide how to proceed in this area.

Sec. 227. (1) The applicant for a certificate shall enter into a host community agreement with each affected local unit. The host community agreement shall require that, upon commencement of any operation, the energy facility owner must pay the affected local unit \$2,000.00 per megawatt of nameplate capacity located within the affected local unit. The payment shall be used as determined by the affected local unit for police, fire, public safety, or other infrastructure, or for other projects as agreed to by the local unit and the applicant.

(2) If an affected local unit refuses to enter into a host community agreement after good-faith negotiations with the applicant, the applicant may enter into a community benefits agreement with 1 or more community-based organizations within, or that serve residents of, the affected local unit. The amount paid by the applicant under this subsection must be equal to, or greater than, what the applicant would pay to the affected local unit under subsection (1). Community benefits agreements shall prioritize benefits to the community in which the energy facility is to be located. The topics and specific terms of the agreements may vary and may include, but are not limited to, any of the following:

(a) Workforce development, job quality, and job access provisions that include, but are not limited to, any of the following:

(i) Terms of employment, such as wages and benefits, employment status, workplace health and safety, scheduling, and career advancement opportunities.

(ii) Worker recruitment, screening, and hiring strategies and practices, targeted hiring planning and execution, investment in workforce training and education, and worker input and representation in decision making affecting employment and training.

(b) Funding for or providing specific environmental benefits.

(c) Funding for or providing specific community improvements or amenities, such as park and playground equipment, urban greening, enhanced safety crossings, paving roads, and bike paths.

(d) Annual contributions to a nonprofit or community-based organization that awards grants.

(3) A host community agreement or community benefits agreement is legally binding and inures to the benefit of the parties and their successors and assigns. The commission shall enforce this requirement, but not the actual agreements, which are enforceable in a court of competent jurisdiction.

Roy



clerk hayestownshipmi <clerkhayestownshipmi@gmail.com>

Fwd: Host Community agreement requirements

1 message

Roy Griffiths <rwgriffits3@gmail.com>

Wed, Jan 29, 2025 at 3:47 PM

To: kristin baranski <clerk@hayestownshipmi.gov>

FYI

----- Forwarded message -----

From: C. T. Martin <ctmartin55@gmail.com>

Date: Wed, Jan 29, 2025 at 1:09 PM

Subject: Host Community agreement requirements

To: <supervisor@hayestownshipmi.gov>

CC: Roy Griffiths <rwgriffits3@gmail.com>

Bill,

I spoke with the MTA concerning a Community Host Agreement sample, however they do not have a sample available at this time and said that the agreement should be township specific.

However they did suggest the following as a guideline.

I will inquire again at a later time as this issue continues to grow and will keep you updated.

C.T. Martin

Host community agreements and community benefits agreements 22 □ Host community agreements or community benefits agreements are required for each ALU, including cities, townships, villages, and counties, according to the nameplate capacity located within the ALU, as defined in PA 233.12 If host community agreements are not signed after good-faith negotiations with an ALU, community benefit agreements may be entered into with one or more community-based organizations in each ALU without a signed host community agreement. □ The applicant should include copies of all signed host community agreements and community benefit agreements in Exhibit A-8 – Host and Community Agreements. In the event that host community agreements or community benefits agreements were proposed and were not signed, those may be provided in lieu of signed host community agreements and/or community benefits agreements with an explanation of why the proposed agreements have not yet been executed. □ If there is a host community agreement, confirm that the host community agreement requires that, upon commencement of any operation, the energy facility owner must pay the host ALU \$2,000.00 per megawatt of nameplate capacity located within the ALU. The payment shall be used as determined by the ALU for police, fire, public safety, or other infrastructure, or for other projects as agreed to by the ALU and the applicant. □ If there is a community benefits agreement with 1 or more community-based organizations within, or that serve residents of, the ALU, the amount paid by the applicant must be equal to, or greater than, what the applicant would have paid pursuant to a host community agreement. • The topics and specific terms of the agreements may vary and may include, but are not limited to, any of the following: • Workforce development, job quality, and job access provisions that include, but are not limited to, any of the following: o Terms of employment, such as wages and benefits, employment status, workplace health and safety, scheduling, and career advancement opportunities. o Worker recruitment, screening, and hiring strategies and practices, targeted hiring planning and execution, investment in workforce training and education, and worker input and representation in decision making affecting employment and training. • Funding for or providing specific environmental benefits. 12 Because each geographic location will have at least two ALUs, such as a township and a county, the provisions of PA 233 indicate that both of the ALUs, the township and the county, qualify for host benefit agreements in the amount of \$2,000/MW each. If there is a portion of a facility in a village, that is also part of a township and a county, in that instance for that portion, each of the three ALUs would qualify for host benefit agreements in the amount of \$2,000/MW each. 23 • Funding for or providing specific community improvements or amenities, such as park and playground equipment, urban greening, enhanced safety crossings, paving roads, and bike paths. • Annual contributions to a nonprofit or community-based organization that awards grants. o Local job creation □ Explain whether the applicant will enter into a project labor agreement or operate under a collective bargaining agreement for the work to be performed and provide a copy of project labor agreement or collective bargaining agreement if applicable. o When applicable, contributions to meeting Michigan's identified energy, capacity, reliability, or resource adequacy needs such as approved Integrated Resource Plans and Renewable Energy Plans. • An explanation for how the proposed facility will not unreasonably diminish farmland, including, but not limited to prime farmland and, to the extent that evidence of such farmland is available in the evidentiary record, farmland dedicated to the cultivation of specialty crops. Include the total amount of farmland in each ALU and the percentage of that farmland included in the

proposed energy facility utilizing publicly available data. • An explanation describing the effects of the proposed energy facility on public health and safety. • If the proposed site of the energy facility is undeveloped land, the applicant must provide a description of feasible alternative developed locations, including, but not limited to, vacant industrial property and brownfields, and an explanation of why they were not chosen. • The testimony shall include a commitment from the applicant to file a completion report before commencing commercial operations certifying compliance with the requirements of Act 233 of 2023 and any conditions contained in the Commission's certificate. o See Conditions section of these application instructions for more information. • Other information reasonably required by the Commission.

AMENDMENT TO ARTICLE ____ "SUPPLEMENTARY REGULATIONS" TO ADD NEW SECTION ____ REGARDING A HOST COMMUNITY AGREEMENT Article ____ "Supplementary Regulations" of the ____ Township Zoning Ordinance is hereby amended by adding a Section ____ titled "HOST COMMUNITY AGREEMENT" to read as follows: A Principal-Use Solar Energy System special exception use permit holder shall enter into a host community agreement with the Township within 90 days after issuance of the permit. The host community agreement shall require that, upon commencement of any operation, the energy facility owner must pay the Township \$____ per megawatt of nameplate capacity located within the Township. The payment shall be used as determined by the Township for police, fire, public safety, or other infrastructure, or for other projects as agreed to by the Township and the permit holder within said 90 days. SECTION VIII SEVERABILITY OF INVALID PROVISIONS If any section, paragraph, clause, or provision of this Ordinance shall be held invalid



clerk hayestownshipmi <clerkhayestownshipmi@gmail.com>

Solar energy county planning comm. edits

1 message

Roy Griffiths <rwgriffitts3@gmail.com>

Fri, Mar 7, 2025 at 1:30 PM

To: Kristin Baranski <clerkhayestownshipmi@gmail.com>

Kristen,

Attached please find the edits as suggested by the county PC. I made changes in red, strike throughs in black. In addition there are format issues on pd.15, starting with line 295, fencing and also please look at the decommissioning section starting on p19 to see if that forat is ok?

I will send the battery storage in a separate email.

**030725 workable solar energy system ordinance edits.docx**

54K



CHARLEVOIX COUNTY PLANNING DEPARTMENT

13513 Division Street
Charlevoix, Michigan 49720
(231) 547-7234
planning@charlevoixcounty.org

Staff Report Hayes Township Proposed Zoning Text Amendments (Revised)

Hayes Township is proposing to amend their Zoning Ordinance to add provisions for solar energy systems. Under the new statutory requirements pertaining to utility-scale renewable energy systems, this proposed ordinance would be considered a “workable ordinance” as opposed to a “Compatible Renewable Energy Ordinance” (CREO). A developer could opt to pursue a zoning permit from Hayes Township to establish a utility-scale solar energy system, following the requirements of this proposed “workable ordinance”. However, because the ordinance is not a CREO, state law does not require the developer to obtain a zoning permit from the Township; instead, the developer could opt to pursue a zoning permit from the State of Michigan (Michigan Public Service Commission).

It is my understanding that this proposed “workable ordinance” is based on a sample ordinance provided by the Michigan Townships Association (MTA). The Hayes Township Planning Commission Chairman will be attending our March 6th meeting to discuss the Township’s efforts to develop this “workable ordinance”.

Section 1

On page 4, in the definition for “Principal-Use Solar Energy System”, the last sentence states that principal-use solar energy systems with a nameplate capacity of less than 50 megawatts are not permitted. Why aren’t smaller systems permitted?

Section 2

General Provisions should be added to Article III: General Provisions of the Zoning Ordinance, not Article VII: Supplemental Site Development Standards.

On page 6, line 123 and 124, the last sentence of this subsection: This statement seems redundant because it’s already stated on page 5, lines 101 – 103, that Accessory Ground-Mounted SES (as well as Roof-Mounted SES and Building-Integrated SES) are a permitted use by right in all zoning districts, which means the Zoning Administrator can issue a zoning permit if all of the ordinance requirements are met.

Section 3

Page 7:

In lines 133 and 135, the numbering and format of the text need to be modified to match what’s used in the Zoning Ordinance.

In line 136, what is meant by “special **exception** use”? Is this different than a special use? The terminology in this amendatory ordinance should match the terminology used in the Zoning Ordinance.

In lines 136 to 138, the zoning districts should be clearly stated. “A-Agriculture” should be “A-Agricultural”. “I-1 Industrial” should be “I-1 General Industrial” to match the terminology used in the Zoning Ordinance.

In line 138, omit the phrase “specifically and not permitted in any other zoning districts”, so the first sentence of this paragraph would end after the word “districts”.

In line 141, insert the word “of” after the word “all”.

In line 142, refine the text after the word “Height:” to read: A principal-use SES shall not exceed the maximum height...” The word “large” should not be used unless it is defined.

Page 8:

In line 153, for clarification, insert the word “contiguous” before the word “participating”.

In line 159, transpose the words “application” and “general”, so it reads: “In addition to the general application requirements...”

In lines 159 and 160, references to the applicable sections of the Zoning Ordinance should be added here to assist the applicant in locating the general application requirements for special uses and site plan review.

Page 10:

In line 193, what is meant by “reasonable”? I would omit this word because it doesn’t add anything.

In line 201, after the word “Development”, add the following text for clarification: “to determine potential permit requirements.”

Page 11:

Line 216 refers to a commission. What commission is this?

In line 219, in the second sentence, omit the word “reasonable” and reword as follows: “The application shall provide written documentation of efforts to consult...”

Page 13:

The text regarding Fencing in lines 268 to 274 doesn’t logically follow the previous text. The previous text is a list of information to be included in the application. The text regarding fencing reads more like a supplemental site development standard. Also, the numbering and formatting of the text regarding fencing need to be corrected.

Also, in line 268, what is considered “large”? This word should be omitted unless it is defined.

Page 14:

In line 277, omit the word “reasonable”, as this word is subjective, it doesn’t provide any information, and further into the text of this paragraph, it is stated that any visual screening

measures required will be based on standards listed elsewhere in the ordinance. Also, the numbering for this paragraph doesn't follow the numbering of the previous text.

In line 290, what is considered "large"? This word should be omitted unless it is defined.

Page 15:

In line 301, what is considered "large"? This word should be omitted unless it is defined. Also, why wouldn't a principal-use SES count towards the maximum lot coverage requirement for the zoning district where it is located? Why would these be treated differently than other land uses?

In line 310, the wording needs to be refined to clearly state the Township's intent. Is it the Township's intent that in addition to any requirements of EGLE and/or U.S. Fish and Wildlife, the Township may impose requirements to preserve and protect endangered species or prevent negative impacts to adjacent parcels? The current wording does not clearly convey this point.

Page 16:

In line 336, this sentence needs some clarification. Is this referring to the area on the ground where a freestanding sign could be placed?

In line 337, insert the word "size," before "setback".

Page 17:

In line 347, this note needs to be removed from the ordinance and the numbering and formatting of these subsections need to be corrected, from page 13 (line 268) through page 18 (line 374).

In line 353, replace the phrase "be considered" with the word "require".

In lines 354 and 355, instead of stating "contained in the Township Zoning Ordinance", add references to the applicable sections of the ordinance.

In line 356, replace the word "will" with "shall".

In line 357, end the sentence after the word "policy".

In lines 359 and 360, who is responsible for recording the decommissioning agreement? The Township or the applicant? It should be stated here who is responsible for this. If the Township records the agreement, it should be stated that the applicant is responsible for reimbursing the Township for the recording fees.

In line 361, the word "decommission" should be corrected to read "decommissioning".

Page 18:

In lines 366 to 368, the wording needs to be refined. Suggested wording: "Pursuant to this requirement, the decommissioning plan shall include the removal of any structures up to forty-eight (48) inches below grade for disposal."

In lines 375 to 378, this sentence needs wordsmithing. Suggested wording: "The Planning Commission shall review and approve the amount of the surety bond, making necessary adjustments based on inflation and current removal costs. This review shall be completed every

four (4) years for the first twenty (20) years of the life of the project, and every three (3) years from the 21st year on for the rest of the life of the project, including decommissioning.”

Page 19:

In lines 385 to 392, this text needs wordsmithing and better organization, possibly placing some of the text in a subsection D.

In line 388, add the following text to the end of the sentence: “by the Planning Commission”

In line 390, after the word “ensure”, add “usability for”.

In lines 391 to 392, soil testing should also be done following decommissioning to verify the usability of the site.

In line 393, the word “Transfers.” should be in bold type.

In line 394, insert the word “written” before the word “notice”. In the same line, replace the word “verification” with the phrase “providing written verification”.

In line 395, insert the words “acknowledges and” before the word “agrees”.

Section 4

Page 19:

In lines 396 to 397, “Host Community Agreement” should be added to Section 3 above, as item 20., instead of creating a new subsection 23.

Page 20:

In lines 407 to 411 (Section 5), this requirement is already in Article IX, Section 9.05 of the Zoning Ordinance, so it’s not needed. To add this text would be redundant.

In lines 412 to 414 (Section 6), what is the need for this section? This section seems unnecessary because the act of adopting this amendatory ordinance is, in and of itself, requiring compliance.

General Comments

A section needs to be added to the proposed ordinance to amend Article IV: Zoning Districts and Map to add Principal-Use Solar Energy Systems (SES) as a special use in the applicable zoning districts (“A” Agricultural, “RR” Rural Residential, “C-1” Neighborhood Commercial, “C-2” General Commercial, and “I-1” General Industrial).

I’d like to commend Hayes Township on their efforts to develop the proposed “workable ordinance”. It just needs some more work to better “fit” into the Township Zoning Ordinance.

Prepared by:

Kiersten Stark
Planning Director



CHARLEVOIX COUNTY PLANNING DEPARTMENT

13513 Division Street
Charlevoix, Michigan 49720
(231) 547-7234
planning@charlevoixcounty.org

Staff Report Hayes Township Zoning Text Amendments

Hayes Township is proposing to amend their Zoning Ordinance to add provisions for battery energy storage systems.

Page 2:

In line 25, the text "Section XX" should be replaced with the correct Article number.

Page 3:

In Section II, these provisions should be added to *Article VII: Supplemental Site Development Standards*, not Article VI.

In line 66, the abbreviation and name of the Agricultural District needs to be corrected.

Page 4:

In lines 75 and 84, insert the word "General" before "Industrial".

In lines 77 and 86, omit the word "Special Land Use" because Principal-Use Solar Energy Systems would be a special use, so this doesn't need to be restated.

Page 10:

Regarding item 13., who is responsible for recording the decommissioning plan at the Charlevoix County Register of Deeds? This should be clarified.

Page 11:

In line 238, replace the words "A Principal-Use" with the words "An Off-Site", so the same terminology is used throughout this ordinance.

In line 245, same comment as above.

Page 12:

In line 253, soil testing should also be required *following* decommissioning to verify the usability of the land for other uses.

Page 15:

In line 320, what commission is this referring to? This should be clarified.

Page 17:

In line 364, regarding the “commitment to review and update the ERP with fire departments...”, is this a written/signed statement? This should be clarified.

Page 18:

In line 384, the term “Building Permit” should be corrected to read “Special Use Permit” in both places.

Page 20:

In line 423, this should be “Section III”.

Also, the proposed text in this section should be added to *Article III: General Provisions*, not Article VI: Special Use Permit and P.U.D., because these are *permitted* uses (uses by right).

In lines 436 and 440, the word “building” should be corrected to read “zoning” in order to match the terminology used in the Zoning Ordinance.

In line 444, there is a reference to Article XX, but there is no Article XX in the Zoning Ordinance.

Page 21:

In line 451, this should be “Section IV”. The numbering off subsequent sections also needs to be corrected.

In line 462, the word “Districts” should be singular because there is only one (1) industrial district.

In line 465, the “I-R Restricted Industrial Zoning District” does not exist in the Zoning Ordinance.

Page 23:

In line 512, the text “Special Land Use” can be omitted because all Principal-Use Solar Energy Systems are a special use.

Page 24:

In line 514, same comment as above.

General Comments

I’d like to commend Hayes Township on their efforts to develop this proposed “workable ordinance”. It just needs some more work to better “fit” into the Zoning Ordinance.

Prepared by:

Kiersten Stark
Planning Director

HAYES TOWNSHIP ESCROW
POLICY AFFIDAVIT

I have read and accept the Hayes Township Zoning Application Fees and Escrow Policy and agree to abide by the same. I understand that the payment of the prescribed application and escrow fees is intended to cover the Township's costs associated with the processing and/or review of my zoning application and should not in any manner be construed as suggesting any particular outcome for the application. I agree that I shall be obligated to pay the fees prescribed under the policy regardless of whether my application is approved, denied, modified or withdrawn. In addition, I agree the Township shall be permitted to take any legal action to collect its fees and costs and shall be permitted to assess to me all costs and legal fees incurred in the collection process.

I understand that the Township may stop processing my application if the escrow fee drops below the parameters set forth in the Zoning Escrow Fee policy. It will be my responsibility to replenish the escrow fee to the amount required by the policy before processing my application resumes.

Name: _____

Signed: _____

Print Name: _____

Date: _____

Person/Company Responsible for Account (Billing Purposes)

Address: _____

City: _____ State: _____ Zip: _____

Telephone number: _____ Fax or Email: _____

HAYES TOWNSHIP

RENEWABLE ENERGY LAND USE APPLICATION

Pursuant to PA 233 of 2023, Compatible Renewable Energy Ordinance

WORKABLE - - - - -

PRE-APPLICATION REQUIREMENTS

Prior to submitting any application, the applicant must attest (with attached proofs) that they have performed each of the following:

- ☐ At least 60 days prior to the public meetings provided for in MCL 460.1223, the Applicant offered to meet with the Township Supervisor or Supervisor's Designee of each affected local unit.
- ☐ Within 30 days of the meetings with each Supervisor or Supervisor's Designee, each applicable affected local unit notified the Applicant that the local unit has a Compatible Renewable Energy Ordinance.

APPLICATION PROCEDURES

Once this application is submitted, the Township shall follow these general procedures pursuant to its Compatible Renewable Energy Ordinance:

1. Township shall review and confirm the application has been completed. Applications which fail to include any required information shall be deemed incomplete and shall not be accepted.
2. Township shall review and consider the entire application, consulting with relevant planning, legal, engineering, and other professionals as necessary.
3. Within 120 days (or longer if agreed), Township shall approve or deny the application.
4. If application is approved, Township shall issue a permit to the Applicant authorizing the development of the renewable energy facility. Said permit shall be subject to the Township's Compatible Renewable Energy Ordinance.

APPLICANT INFORMATION

Contact Person	
Business Name	
Address Line 1	
Address Line 2	
City, State, ZIP	
Phone Number	
Email Address	

<u>PROJECT INFORMATION</u>			
Proposed Project	SOLAR ENERGY	WIND ENERGY	BATTERY STORAGE
Project Developer (if different from Applicant)			
Nameplate Capacity of entire Project (in MW)			
Nameplate Capacity of Project in Township			
Total Acreage of Project			
Total Acreage of Project located within Township			
Total number of participating parcels			
Total number of participating parcels located within Township			
Planned Start Date of Construction			
Planned Duration of Construction			

PROPERTY OWNER INFORMATION

Check here if same as applicant: ☐

Owner Name	
Business Name (if applicable)	
Address Line 1	
Address Line 2	
City, State, ZIP	
Phone Number	
Email Address	

Must attach documentation for each property owner of each participating property indicating the property owner's consent to the use of their property for the project. Said documentation shall include, at a minimum, proof of ownership of the property, a notarized signature of the property owner(s) granting consent to use their property for the project, provisions related to decommissioning, and the duration of the agreement.

PROPERTY INFORMATION

IF MULTIPLE PROPERTIES/PARCELS, PLEASE CHECK

HERE AND ATTACH ADDITIONAL SHEETS: ☐

Address Line 1	
Address Line 2	
City, State, ZIP	
Current Zoning District	
Current Property Use	
Land Use Master Plan Designation	
Gross Acreage	
Parcel Dimensions (approx.)	

SITE PLAN INFORMATION

All applicants must attach a detailed site plan to their application that fully adheres to this section. The site plan shall be prepared by a registered professional engineer and shall contain the professional seal of the preparer. Ten (10) copies of the site plan must be provided at a scale not to exceed one (1) inch equals one hundred (100) feet (1" = 100') for properties in excess of three (3) acres or one (1) inch equals twenty (20) feet for properties of three (3) acres or less.

The following items must be shown on the Site Plan:

1. The location and a description of the energy facility, including grid interconnection point.
2. A description of the anticipated effects of the energy facility on the environment, natural resources, and solid waste disposal capacity, which may include records of consultation with relevant state, tribal, and federal agencies.
3. Date, north arrow, and scale.
4. The signed seal, name, and address of the professional individual, and firm, responsible for the preparation of the site plan.
5. The name and address of the property owner and applicant.
6. A location sketch showing the subject property in relation to the surrounding area.
7. Legal description of the subject property.
8. The size (in acres) of the subject property, and approximate number of acres allocated to each proposed use (renewable facilities, accessory buildings, temporary construction buildings, parking, street right-of-way, open space, etc.).
9. Lot lines and required setbacks shown and dimensioned.
10. The location of all existing structures, and public road rights of way within the setback area. This shall include the use of such structures and shall identify such areas as occupied or vacant.
11. Gross floor area for buildings.
12. The location, footprint, and dimensions of all existing and proposed buildings and renewable energy facilities on the subject property.
13. The location of all existing and proposed drives, both temporary and permanent (including dimensions and radii), acceleration and deceleration lanes, signs, exterior lighting, curbing, parking areas (including the dimensions of a typical parking space and the total number of parking spaces to be provided), and unloading areas.
14. The location of all existing vegetation and the location, type, and size of all proposed landscaping, and the location, height and type of existing and proposed fences and walls.
15. Size and location of existing and proposed utilities, including any proposed connections to public, or private community sewer or water supply systems.
16. The location and size of all surface water drainage facilities, including source, volume expected, route, and course to final destination.
17. Existing and proposed topographic contours at a minimum of five (5) foot intervals.
18. The existing zoning and use of all properties abutting the subject property.
19. Site specific information addressing compliance with the Township's Compatible Renewable Energy Ordinance Section IV.
20. Such other plans as required by this application, applicable law, or information required by Michigan Public Service Commission rule or order.

REQUIRED DOCUMENTATION

All applicants must attach documentation providing complete answers to each of the following:

- ☐ A description of the energy facility, including a complete and accurate site plan.
- ☐ A description of the expected use of the energy facility.
- ☐ Expected public benefits of the proposed energy facility.
- ☐ Expected direct impacts of the proposed energy facility on the environment and natural resources, and how the applicant intends to address and mitigate these impacts.
- ☐ Information on the effects of the proposed energy facility on public health and safety.
- ☐ A description of the portion of the community where the energy facility will be located.
- ☐ A statement and reasonable evidence that the proposed energy facility will not commence commercial operation until it complies with applicable state and federal environmental laws, including, but not limited to, the natural resources and environmental protection act, 1994 PA 451 (MCL 324.101 to 324.90106).
- ☐ Evidence of consultation, before submission of the application, with the department of environment, Great Lakes, and energy (EGLE) and other relevant state and federal agencies before submitting the application, including, but not limited to, the department of natural resources and the department of agriculture and rural development.
- ☐ The soil and economic survey report under section 60303 of the natural resources and environmental protection act, 1994 PA 451, MCL 324.60303, for the county where the proposed energy facility will be located.
- ☐ Interconnection queue information for the applicable regional transmission organization.
- ☐ If the proposed site of the energy facility is undeveloped land, a description of feasible alternative developed locations, including, but not limited to, vacant industrial property and brownfields, and an explanation of why they were not chosen.
- ☐ If the energy facility is reasonably expected to have an impact on television signals, microwave signals, agricultural global position systems, military defense radar, radio reception, or weather and doppler radio, a plan to minimize and mitigate that impact. Information in the plan concerning military defense radar is exempt from disclosure under the freedom of information act, 1976 PA 442, MCL 15.231 to 15.246, and shall not be disclosed by the commission or the electric provider or independent power producer except pursuant to court order.
- ☐ A stormwater assessment and a plan to minimize, mitigate, and repair any drainage impacts at the expense of the electric provider or IPP. The applicant shall make reasonable efforts to consult with the county drain commissioner before submitting the application and shall include evidence of those efforts in its application.
- ☐ A fire response plan and an emergency response plan.

DECOMMISSIONING PLAN

All applicants must attach a decommissioning plan that is consistent with agreements reached between the applicant and other landowners of participating properties and that ensures the return of all participating properties to a useful condition similar to that which existed before construction, including removal of facilities and infrastructure that have no ongoing purpose. The decommissioning plan shall include, but is not limited to, financial assurance in the form of a bond, a parent company guarantee, or an irrevocable letter of credit, but excluding cash. The amount of the financial assurance shall not be less than the estimated cost of decommissioning the energy facility, after deducting salvage value, as calculated by a third party with expertise in decommissioning, hired by the applicant. This amount is subject to verification by the Township. The financial assurance must be posted at 100% by the start of commercial operation and prior thereto must be in an amount to assure the return of all participating properties to the condition as provided herein.

In order to evaluate whether the decommissioning plan is consistent with the agreements reached between the applicant and other landowners and participating properties, applicant **must** attach copies of those agreements.

ADDITIONAL INFORMATION

[Pursuant to Section MCL 460.1223(3)(a), an affected local unit may require other information necessary to determine compliance with the compatible renewable energy ordinance. Consult your legal counsel regarding these additional requirements.]

CONSENT TO EXTENSION

Pursuant to Section 223(3)(b), the local unit of government must approve or deny the application within 120 days of receipt of a complete application. The Applicant and local unit may jointly agree to extend this deadline by up to 120 days.

☐ CHECK HERE IF YOU CONSENT TO EXTEND THE DEADLINE

LENGTH OF DEADLINE EXTENSION: _____

ATTESTATION

BY SUBMITTING THIS APPLICATION, THE APPLICANT ATTESTS THAT ALL INFORMATION PROVIDED IS COMPLETE, TRUE, AND ACCURATE TO THE BEST OF THEIR KNOWLEDGE. APPLICANT FURTHER ATTESTS THAT ANY PERMITS ISSUED SHALL BE IN RELIANCE ON THE INFORMATION PROVIDED IN THIS APPLICATION.

APPLICANT FURTHER AGREES THAT THE INFORMATION PROVIDED IN THIS APPLICATION IS TIED TO THE PROJECT AND THE PROPERTY. PRIOR TO ANY TRANSFER OF OWNERSHIP OR OPERATIONAL AUTHORITY, APPLICANT AGREES TO NOTIFY ANY NEW PARTIES OF THE TERMS OF THIS APPLICATION AND ANY PERMITS ISSUED. APPLICANT FURTHER AGREES TO IMMEDIATELY NOTIFY THE TOWNSHIP OF ANY CHANGES IN OWNERSHIP OR OPERATIONAL AUTHORITY.

I, APPLICANT, ATTEST THAT I HAVE REVIEWED THIS APPLICATION IN ITS ENTIRETY AND AGREE TO ABIDE BY ITS TERMS. I FURTHER ATTEST THAT I HAVE OBTAINED THE CONSENT OF ALL DEVELOPERS AND PROPERTY OWNERS INVOLVED IN THIS PROJECT TO REVIEW AND SUBMIT THIS APPLICATION.

PRINTED NAME

SIGNATURE

FOR TOWNSHIP USE ONLY

DATE RECEIVED: _____

- ☐ Applicant complied with all pre-application procedures, including meetings with chief elected officials.
- ☐ Each affected local unit properly notified the Applicant of their Compatible Renewable Energy Ordinance.
- ☐ Required application fee and escrow fee has been paid in full.
- ☐ Application is complete and provides answers to all required sections.
- ☐ Applicant has signed indicating agreement to all terms.

DATE ACCEPTED: _____



February 21, 2025

Hayes Township Board
09195 Major Douglas Sloan Road
Charlevoix, MI 49720

Re: Proposal to invest in the Housing Ready Program in Charlevoix County

Dear Township Board,

As you know, the shortage of housing in Charlevoix County is a huge concern and has been the focus of Housing North and our community partners. Recently, an investment by public and private entities brought the Housing Ready Program to Charlevoix County, and we are seeing positive results in the housing sector. We are seeking your financial support to help us keep that momentum going.

Our Housing Ready Program has become a visible and integral resource in Charlevoix County over the past year. We have connected with units of government and attended public meetings and public hearings in that time. We have been regular speakers at service clubs and other organizations. While it is one thing to give presentations or attend meetings, it is another to put together results, and Housing North has done that. With the support from our Housing Ready Program in Charlevoix County, we are seeing the following successes that are propelling the development of needed housing:

- Provided training to local leaders on Housing Tax Incremental Financing (HTIF), Payment in Lieu of Taxes (PILOT) and Neighborhood Enterprise Zones (NEZ).
- Introduced housing ideas for municipally owned properties across the County.
- Shared resources on key zoning updates across the County and supporting zoning changes for housing in at least six jurisdictions.
- Advocated for the monitoring and regulation of short-term rentals to support long-term housing stability in Charlevoix Township.
- Collaborated with the county school boards to gain support for housing.
- Met and connected with key developers to help with housing ready sites.
- Facilitated conversations with developers to generate interest in city-owned land development opportunities in Charlevoix, St. James, Boyne, East Jordan, Charlevoix Township.
- Supported community-driven efforts to collect housing data through targeted surveys and outreach campaigns.

There is tremendous value in having a technical support housing expert at-the-ready in

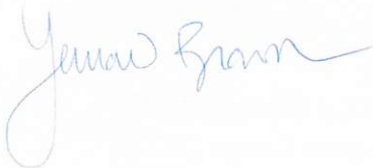
Creating pathways and partnerships for housing in Northwest Michigan.

Charlevoix County. A Housing North Housing Ready person works daily on housing issues across the county and connects with key organizations like the Charlevoix Area Chamber of Commerce, Boyne City Chamber of Commerce, East Jordan Chamber of Commerce, Habitat for Humanity of Northern Michigan, Northern Homes CDC, City of Charlevoix, City of Boyne City, City of East Jordan, Charlevoix County, Boyne City Housing Commission, Michigan State Housing Development Authority (MSHDA), and the Michigan Economic Development Authority (MEDC) to help bring projects across the finish line.

Won't you help us keep this momentum going? We are hoping for the continuation of this valuable program to be funded by local units of government, organizations, and local businesses in Charlevoix County. We hope that we can count on your support with a donation in 2025. You can make a one-time donation, or pledge to support the Housing Ready Program Position annually by mailing a check to our office or by donating online at housingnorth.org/donate.

We welcome a response to this letter over the phone or by email and are available to answer any questions you may have. In the meantime, Housing North will continue to work to find additional sustainable funding models to ensure that we continue to bring new housing opportunities to Charlevoix County into the future. Thank you for your consideration.

Sincerely,



Yarrow Brown, Executive Director



Sarah Van Horn, Vice President, Housing North

HAYES TOWNSHIP**RESOLUTION _____****DATED: _____****ZONING APPLICATION FEE AND ESCROW POLICY**

The Hayes Township Board, is authorized by state statute and Township Zoning Ordinance to establish fees for the processing of various types of zoning applications. In order to properly place the cost of processing these applications primarily upon the applicant instead of the public at large, the Hayes Township Board hereby adopts this escrow fee policy requiring the deposit of specified amounts into escrow to be held by the Township Treasurer which deposit shall be used to offset the zoning fees and costs incurred by the township in the processing of the application(s).

Establishment of Fee Schedule by Resolution of the Township Board. The Township Board shall establish a Fee Schedule by resolution, which fee schedule may be changed from time to time by resolution of the Township Board. The Township Board shall post a copy of the most recent fee schedule in a conspicuous place in the office of the Township Clerk and on the Township's website.

Components of the Fee Schedule. Such fee schedule shall include an application fee which shall be a basic fee for the submission of an application and an escrow fee, which shall be a deposit upon which to draw for extraordinary expenses associated with particular types of applications.

Basic Fee. The basic fee shall approximate the basic costs to the Township for the processing of the application, which may include, the initial review by the Zoning Administrator, notices, publication, mailing, and copying costs and appearances at a single regularly-scheduled meeting by the Township Attorney, Planning Consultant and/or Zoning Administrator. No portion of the basic fee is refundable.

Special Meeting Fee. The basic application fee shall be increased an amount set by the Township Board on its adopted fee schedule if the applicant requests that a special meeting be called for consideration of the application.

Escrow Fee. The escrow fee shall be a deposit in the amount specified by resolution of the Township Board for the particular type of application made.

Escrow Fee. Pursuant to the Township schedule, the applicant shall make the required escrow fee deposit with the Township Zoning Administrator prior to consideration of the application and prior to required noticing and processing. All expenses not covered by the basic fee enumerated above shall be paid by the applicant from an escrow account established with the Township. These expenses include but are not limited to:

- A. Review by Township Attorney.

- B. Review by Township Planning Consultant.
- C. Review by Township Engineer.
- D. Beyond initial review by Zoning Administrator.
- E. Review by special consultants.
- F. Any additional public hearings, required mailing, legal notice and copies.

Deposit Required. The escrow fee amount shall be set by resolution of the Township Board in an initial amount dependent upon the type of application. The initial escrow deposit along with the basic application fee shall be paid to the Zoning Administrator at the time of the Application. The Zoning Administrator shall turn the escrow fee and application basic fee over to the Township Treasurer or Treasurer's designee. The applicant shall also at the time of application review this policy and sign an Escrow Policy Affidavit in the form attached to this policy. The application will not be processed without any required escrow deposit and the signing of the Escrow Policy Affidavit.

Accounting of Costs and Maintenance of Balance. The Township Treasurer or Treasurer's designee shall maintain records of funds expended upon each application for which an escrow deposit has been collected. At no time prior to the Township's completion of review and processing of the application shall the escrow be exhausted. If an Escrow Account balance is exhausted, the Township Zoning Administrator shall notify the applicant that the application will not be further processed until additional amounts are deposited into escrow. If the escrow balance is exhausted, an additional deposit of half the initial escrow fee shall be required to continue the review. Additional amounts above half the initial escrow fee may be required upon recommendation of the Township Planning Consultant, Township Engineer, Township Zoning Administrator and/or Township Attorney indicating that such additional funds are required in order to complete the Township's review and action on the application.

Failure to Maintain Escrow. Any additional escrow amounts required shall be deposited into the escrow fee account in order for the Township to continue processing the application. Failure of the applicant to maintain an escrow balance as specified above shall be cause for the application to be removed from further Township consideration until the shortfall is eliminated. No further review or processing of the application shall occur until the escrow fee account has been re-established to the appropriate level. The Township Zoning Board of Appeals or Planning Commission is authorized to dismiss an application and require re-application after a period of 90 days after notification of need to supplement escrow without payment.

Appeal of Amount. In the event an applicant objects to the reasonableness or the amount of an escrow fee, the amount of additional deposits required, or how the Township has applied the funds from the escrow fee account, the aggrieved applicant may appeal the determination regarding the matter to the Township Board. All such appeals shall be in writing and shall be made not later than thirty (30) days after receipt of the disputed escrow determination. The Township Board shall establish a date and time to hear the appeal and shall permit the applicant or the applicant's agent to appear before the Township Board at a regularly scheduled Board meeting to object and to

appeal the determination. The Township Board may affirm, modify, or reverse the determination. This provision applies only to a determination as to the reasonableness of the escrow fees and not to any other appeal.

Refund of Excess Escrow Funds. Within 45 days after final Township action on the application or withdrawal of the application by the applicant, the Township shall refund to the applicant any excess escrow funds without interest.

No Occupancy Permit or Building Permit. No final approval, building permit, certificate of use and occupancy permit, or other similar approvals shall be issued or final Township zoning approval be deemed granted until the escrow funds are paid in full.

Withdrawal of Application and Noncompliance. Should the applicant withdraw its application or otherwise fail to complete all actions necessary for the Township to issue a final building permit or final zoning approval, the Township may seek reimbursement for its costs incurred in responding to the application. The Township shall be permitted to take any legal action to collect such costs and shall be permitted to assess all costs and legal fees incurred in the collection process. Interest shall accrue on such costs at 1% per month until paid in full.

This escrow fee resolution was offered by _____, supported by _____.

The following members voted "yes":

The following members voted "no":

The Supervisor declared the resolution passed.

_____, Clerk

HOUSING NORTH



Northwest Michigan
Rural Housing Partnership

HOUSING READY PROGRAM

2024 CHARLEVOIX HIGHLIGHTS

The Charlevoix County Housing Ready Program has a goal of creating attainable housing opportunities within Charlevoix County, specifically within the cities of Boyne City, Charlevoix, East Jordan and Beaver Island. The Program works with local housing networks, city, county, and township officials, employers, and other stakeholders to help Charlevoix County communities coordinate local housing initiatives and help in the development process.

* RAISING AWARENESS

In Charlevoix County, raising awareness about housing challenges and opportunities has been a critical focus. Through strategic outreach and advocacy, efforts have centered on raising awareness to stakeholders about the importance of innovative housing solutions, leveraging underutilized resources, and implementing zoning reforms to address housing shortages.

* BOOTS ON THE GROUND FOR YOUR COMMUNITY

Working alongside local leaders, the work of the Housing Ready Program in Charlevoix has focused on education, strategic planning, and advocacy. From providing training on critical housing incentives like Tax Increment Financing (TIF), Payment in Lieu of Taxes (PILOT), and Neighborhood Enterprise Zones (NEZ), to collaborating with municipalities on zoning updates that support diverse housing options.

TRAININGS & PRESENTATIONS:

- Neighborhood Enterprise Zone (NEZ) Training in the City of Charlevoix.
- Zoning Updates and Housing Policy Advocacy – Sessions on housing-friendly zoning reforms and enhancements in Charlevoix County.
- Tax Increment Financing (TIF) & Payment in Lieu of Taxes (PILOT) Training in Charlevoix.
- Presentations to school boards to gain support for housing in small school properties that would be suitable for single family housing options in Beaver Island.

WORKED WITH 25+ DEVELOPERS

TO BRING DIFFERENT HOUSING OPTIONS TO THE COUNTY



\$5,000

IN FUNDING SECURED WITH SUPPORT FROM THE HOUSING READY PROGRAM.



2 HOUSING READINESS GRANTS

SUPPORTED WITH INFORMATION AND GUIDANCE AND ONE MI NEIGHBORHOOD GRANT IN ST. JAMES TOWNSHIP.



STAKEHOLDERS & COMMUNITY PARTNERS:

- St. James Township
- Boyne City
- East Jordan
- Charlevoix Township
- Bay Township
- Marion Township
- Local School Boards
- Beaver Island Association
- Boyne City Commission
- Boyne City Planning Commission
- East Jordan Planning Commission
- Boyne Area District Library
- Charlevoix County Community Foundation
- City of Charlevoix Planning Commission
- Charlevoix Township Planning Commission.



THE HOUSING READY PROGRAM IN CHARLEVOIX PLAYED A PIVOTAL ROLE IN SUPPORTING ZONING CHANGES THAT LED TO THE CITY OF CHARLEVOIX ELIMINATING SINGLE-FAMILY ZONING. THIS IMPACTFUL SHIFT REPRESENTS A SIGNIFICANT STEP FORWARD IN ADDRESSING HOUSING CHALLENGES.



TECHNICAL ASSISTANCE

To address housing challenges and build local capacity, extensive technical assistance was provided in Charlevoix, such as:

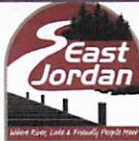
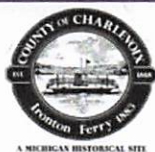
- Provided technical support for zoning revisions, enabling municipalities to create a more housing-friendly regulatory environment in Charlevoix, St. James Township, Boyne City, East Jordan, Charlevoix Township, and Marion Townships.
- Advocated for the monitoring and regulation of short-term rentals to support long-term housing stability in Charlevoix Township.
- Provided technical support in grant writing and secured funding for the survey of 15 acres of gifted land, paving the way for future housing development.
- Assisted in securing \$5000 in grant funds to support essential housing-related surveys and feasibility studies in Beaver Island.
- Investigated potential housing development opportunities on municipally owned and underutilized properties to then advise on structuring Requests for Proposals (RFPs) and Requests for Qualifications (RFQs) to attract developers in Boyne City, East Jordan, Charlevoix Township and Beaver Island.
- Facilitated conversations with developers to generate interest in city-owned land development opportunities in Charlevoix, St. James, Boyne, East Jordan, Charlevoix Township.
- Supported community-driven efforts to collect housing data through targeted surveys and outreach campaigns.
- Provided insights and recommendations on balancing market-rate and affordable housing needs within community development plans in Charlevoix County.

THANK YOU TO OUR FUNDING PARTNERS



**Frey
Foundation**

THANK YOU TO OUR LOCAL COMMUNITY PARTNERS



SUPPORT THE HOUSING READY PROGRAM AND HOUSING NORTH

GIFTS OF CASH



You can make an outright gift or pledge your support. Contributions are eligible for tax deductions.

GIFTS OF STOCK



Stock can be donated and may qualify for both a federal and state tax deduction. If the stock has appreciated in value, you may avoid paying capital gains upon transferring it to Housing North.

GIFTS OF REAL ESTATE



Real estate can be donated to support attainable housing projects. If the property's value has risen over time, the donation of this appreciated asset may qualify for a state and/or federal tax deduction, as well as reduction in capital gains.

PLANNED GIFTS



You can create a meaningful legacy in Northwest Michigan through a planned gift. Planned giving include bequests, charitable gifts annuities, charitable remainder trusts, life insurance policies, retirement plans, or other arrangements.

HOUSINGNORTH.ORG/DONATE



ZACH SOMPELS

Housing Ready Program Coordinator
Charlevoix - zach@housingnorth.org
269-365-6014