

Regular Meeting of the City Commission
Tuesday, January 16, 2024
7:30 p.m.
Huntington Woods City Hall
Agenda

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF AGENDA

APPROVAL OF CONSENT AGENDA

All items listed under the Consent Agenda are considered routine by the City Commission and will be enacted in one motion. There will be no separate discussion on these items unless a Commission member so requests, in which event the item(s) will be removed from the Consent Agenda and added to the Regular Agenda at the end of the items of business.

1. Regular Meeting Minutes of December 19, 2023
2. Special Meeting Minutes of December 18, 2023
3. Approval of Warrant 408
4. Reports and Minutes
 - a. Senior Advisory Committee – October 19, 2023
 - b. Parks and Recreation Advisory Committee – June 28, 2023
 - c. Parks and Recreation Advisory Committee – September 26, 2023
 - d. Parks and Recreation Advisory Committee – October 24, 2023
 - e. Environmental Advisory Committee – October 12, 2023
 - f. Anti-Racism Advisory Committee – October 11, 2023
 - g. Treasurer's Report – November 2023

COMMUNICATIONS

COUNTY COMMISSIONER AND ELECTED OFFICIAL REMARKS

PUBLIC PARTICIPATION

ITEMS OF BUSINESS

1. Veregy Feasibility Study Presentation
2. Resolution R- 2024: Matter of consideration to appoint a SEMCOG Delegate and Alternate
3. Resolution R- 2024: Matter of consideration to approve the Gillham Recreation Center as a polling location for Precinct #3.
4. Resolution R- 2024: Matter of authorizing 2023-2024 Mid-Year Budget Amendments.
5. Ordinance No. - ____: Matter of consideration of the Adoption of an Ordinance to Amend the City of Huntington Woods Code of Ordinances, Chapter 40, Zoning, Article 2, Section 2.2, Definitions, to Remove Certain Definitions; and Article 10, Site Design Standards, Section 10.11, Signs to Amend the Regulations Pertaining to Signs in their Entirety; and to Provide Penalties for Violations thereof. (First Reading)
6. Ordinance No. - ____: Matter of consideration of the Adoption of an Ordinance to Amend Chapter 40, Zoning, Article 6, General Provisions, Section 40-6.03, Accessory Building, Structures and uses, to Provide the Maximum Squire Footage of Accessory Buildings in Residential Zoning Districts; and to Provide Penalties for Violations Thereof. (First Reading)
7. Boards, Commissions and Committee Appointments: Matter of reappointments of residents to various Boards, Commissions and Committees.
8. Boards, Commissions and Committee Appointments: Matter of new appointments of residents to various Boards, Commissions and Committees.

CITY MANAGER'S REPORT

COMMISSIONER COMMENTS

ADJOURNMENT OF REGULAR CITY COMMISSION MEETING

Public Expression is encouraged. Comments are invited on each Agenda item when that item comes up for consideration. Matters not listed on the Agenda may be addressed under "Public Participation". Please be advised that the Commission Meetings are usually attended by the media and cablecast live, in addition to being re-cablecast following the meeting. The City of Huntington Woods will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audiotapes of printed material being considered at the meeting, to individuals with disabilities attending the meeting upon three working days' notice to the City. Individuals with disabilities requiring auxiliary aids or services should contact the City by writing or calling: Ethan Haan, ADA Coordinator, Huntington Woods City Hall, 26815 Scotia, Huntington Woods, MI 48070, (248 581-2640). Deaf-Tel (1-248-541-1180).

CITY OF HUNTINGTON WOODS
REGULAR MEETING OF THE CITY COMMISSION
MINUTES
December 19, 2023
7:30 p.m.
CITY HALL
DRAFT

Mayor Paul called the Meeting to order at 7:30 p.m.

PRESENT: Mayor Paul, Mayor Pro Tem Rozell, Commissioner Steinhart, Commissioner Elder and Commissioner Olsman

ABSENT: None

City Staff Present: City Manager Wilson, Finance Director Haan, City Clerk Barckholtz, and City Attorney Zalewski

APPROVAL OF AGENDA

Moved by Mayor Pro Tem Rozell and seconded by Commissioner Olsman to approve the December 19, 2023 agenda as presented.

Ayes: Paul, Rozell, Elder, Steinhart, Olsman

Nays: None

Absent: None

The Motion Carried.

APPROVAL OF CONSENT AGENDA

Moved by Commissioner Elder and seconded by Commissioner Olsman to approve the December 19, 2023 Consent Agenda as presented.

Ayes: Paul, Rozell, Elder Steinhart, Olsman

Nays: None

Absent: None

The Motion Carried.

COMMUNICATIONS

1. Resignation of Todd Sperl of the Planning Commission

Moved by Commissioner Olsman and seconded by Mayor Pro Tem Rozell to accept the resignation of Todd Sperl from the Planning Commission with thanks.

Ayes: Paul, Rozell, Elder Steinhart, Olsman

Nays: None

Absent: None

The Motion Carried.

COUNTY COMMISSIONER AND ELECTED OFFICIAL REMARKS

None

PUBLIC PARTICIPATION

- Ronald Stawiasz – 26332 York Ave.
Spoke on his continued concern with the rat infestation in the area of his home.
- Debra Hemmye – Huntington Woods Library Director
An update on library activities was provided to the Commission.
 - The library ordered three hot spots for patrons to use.
 - Artwork in honor of Sally Kohlenberg, a long-time library employee who recently passed away, was installed in the library. There will be an official unveiling of the pieces once Sally's family is available.
 - The State Aid Report was recently completed, it was determined that more than 121, 000 pieces of information, entertainment and education went into the hands of residents over the year.
 - Library programming highlights include the "We Don't Want Them" exhibit from the Michigan Roundtable, the Teen Librarian is going to start attending the Teen Advisory Council meeting in hopes of collaborating programming between the library and recreation center, the Burtonberry After School Program continues with a large attendance, STEAM Thursdays will begin in January, and work is in progress for the summer reading program that will include the use of a new app.
 - The Woods Gallery recently hosted an artist reception with over seventy-five people in attendance.
 - Thanked City staff, Daniel Monaco, Alex Aubuchon and Steve Wasinski for their assistance with library maintenance issues.

RESOLUTION- 44 -2023:

Matter of Accepting the 2022-2023 Financial Statement as Presented by City Auditor Maner Costerisan.

Aarron Stevens from Maner Costerisan, City Auditor, provided a review of the 2022-2023 Financial Statements with a favorable outcome.

Moved by Commissioner Elder and seconded by Commissioner Steinhart to accept the 2022-2023 Financial Statement as Presented by City Auditor Maner Costerisan.

Ayes: Paul, Rozell, Elder Steinhart, Olsman

Nays: None

Absent: None

The Motion Carried.

NEW INVESTMENT BROKER DISCUSSION

City staff has been discussing with Community Unity Bank of Birmingham, MI, an opportunity for the City to expand its investment portfolio and invest in a certificate of deposit with the bank. It has been agreed upon a \$225,000 purchase of a certificate deposits and Community Unity Band has agreed to strictly follow the City Investment Policy and Public Act 20.

Andrew Meisner, President of Community Unity Bank in Birmingham, introduced himself to the Commission and provided a synopsis of Community Bank and the services it offers.

Moved by Mayor Pro Tem Rozell and seconded by Commissioner Olsman to approve Community Unity Bank for investment services.

Ayes: Paul, Rozell, Elder, Olsman, Steinhart

Nays: None

Absent: None

The Motion Carried.

RESOLUTION- 45-2023

Matter of approving the 2023 Contract Extension with Al's Asphalt Paving Co. of Taylor, MI for 2024 Pavement Resurfacing.

Moved by Commissioner Olsman and seconded by Mayor Pro Tem Rozell to approve the 2023 Contract Extension with Al's Asphalt Paving Co. of Taylor, MI for 2024 Pavement Resurfacing.

Ayes: Paul, Rozell, Elder Steinhart, Olsman

Nays: None

Absent: None

The Motion Carried.

BOARDS, COMMISSIONS, AND COMMITTEE NEW APPOINTMENTS:

MAYORAL APPOINTMENTS

Mayor Paul recommended as the Mayoral Appointment for the Library Advisory Board Student Representative, Goni Wong, for a one-year term.

Moved by Mayor Pro Tem Rozell and seconded by Commissioner Elder to appoint Goni Wong as the Student Representative for the Library Advisory Committee for a one-year term.

Ayes: Paul, Rozell, Elder Steinhart, Olsman

Nays: None

Absent: None

The Motion Carried.

NON-MAYORAL APPOINTMENTS

Moved by Mayor Pro Tem Rozell and seconded by Commissioner Olsman to appoint Sid Kardon to the Anti-Racism Advisory Committee for a three-year term, and Lisa Eyres to the Environmental Sustainability Advisory Committee for a three-year term.

Ayes: Paul, Rozell, Elder Steinhart, Olsman

Nays: None

Absent: None

The Motion Carried.

MAYORAL RE-APPOINTMENTS

Mayor Paul recommended as the Mayoral Re-appointments Chris Gullen and Gail Linden to the Planning Commission for a three-year term, Commissioner Rozell as the Planning Commission Liaison for a one-year term, and Michael Wright to the Historic District for a three-year term.

Moved by Commissioner Olsman and seconded by Commissioner Steinhart to re-appoint Chris Gullen and Gail Linden to the Planning Commission for a three-year term, Commissioner Rozell as the Planning Commission Liaison for a one-year term and Michael Wright to the Historic District for a three-year term.

Ayes: Paul, Rozell, Elder Steinhart, Olsman

Nays: None

Absent: None

The Motion Carried.

NON-MAYORAL RE-APPOINTMENTS

Moved by Mayor Pro Tem Rozell and seconded by Commissioner Olsman and to re-appoint Sarah Jo Sautter to the Environmental Sustainability Advisory Committee for a three year term, Lenny Newman to the Senior Advisory Committee for a three year term, Jane Heller as Student Representative to the Environmental Sustainability Advisory Committee for a one year term, Bree Stocker-Smart to the Zoning Board of Appeals for a three year term, Elaine Horowitz, Pam Haxton and Susan Warrow to the Arts and Garden Board for a three year term, Linda Solomen and Bree Stocker-Smart to the Board of Review for a three year term, and Krista Jahnke and Sue Tanner to the Communication Committee for a three year term.

Ayes: Paul, Rozell, Elder Steinhart, Olsman

Nays: None

Absent: None

The Motion Carried.

CITY MANAGER'S REPORT

- MKSK who is leading the initiative for the Capital Improvement Plan for the Parks held a public open house as well as meeting with the Parks and Recreation Advisory Board. Positive feedback from the public and the board was received, and a public survey is being developed by MKSK to receive additional public feedback.
- Work continues on the Climate Action Plan in conjunction with the Environmental Sustainability Advisory Committee. They have chosen the program ICLEI, that will provide the metrics necessary to measure the City's Environmental Score.
- A meeting was held last week with the City of Berkley, Huntington Woods Public Safety, Nowak and Fraus, Fleis and VandenBrink, and Oakland County Road Commission to discuss the Eleven Mile Traffic Signal design and layout. There were some suggestions for modifications in relation to the egress of the City property which will be reviewed before moving forward.
- The cardboard dumpster will be located in the City Hall parking lot for the disposal of holiday cardboard. Please place only cardboard in the dumpster.
- City Hall will be closed the Monday and Tuesday of Christmas week as well as the Monday and Tuesday of New Years week.
- The City is working on getting the storm drain cleaned out behind the library.

COMMISSIONER COMMENTS

Rozell:

Wished the residents a wonderful Holiday Season and thanked the Public Safety Department for their excellent work they are doing.

Olsman:

Echoed the comments of Commissioner Rozell

Elder:

Echoed the comments of Commissioner Rozell

Steinhart:

None

Paul:

None

ADJOURNMENT:

Moved by Commissioner Olsman and seconded by Mayor Pro Tem Rozell, to adjourn the regular City Commission meeting.

Ayes: Paul, Rozell, Steinhart, Elder, Olsman

Nays: None

Absent: None

The Motion Carried, meeting adjourned at 8:44 p.m.

Heidi Barckholtz, City Clerk

CITY OF HUNTINGTON WOODS
SPECIAL MEETING OF THE CITY COMMISSION
MINUTES
Monday, December 18, 2023
7:00 p.m.
City Hall
DRAFT

Mayor Paul called the Meeting to order at 7:00 p.m.

PRESENT: Mayor Paul, Mayor Pro Tem Rozell, Commissioner Steinhart,
Commissioner Elder, and Commissioner Olsman

ABSENT: None

INTERVIEW OF CANDIDATES FOR VACANCIES ON BOARDS AND COMMITTEES

The City Commission interviewed candidates for the vacancies on boards and commissions.

7:00 Sid Kardon
7:15 Goni Wong
7:30 Ellie Schriner
8:00 Lisa Eyres

PUBLIC PARTICIPATION

None

Moved by Commissioner Elder and seconded by Commissioner Olsman to adjourn the Special Meeting of the City Commission.

Ayes: Paul, Rozell, Elder, Olsman, Steinhart
Nays: None
Absent: None

The Motion carried, meeting adjourned at 8:16 p.m.

Heidi Barckholtz, City Clerk

CONSENT AGENDA #3

AGENDA ITEM WARRANT #408

RESOLUTION

Moved by Commissioner _____ Supported by Commissioner _____ that the attached transfers and disbursements as listed on the Accounts Payable Distribution Report due by January 12th, 2024 and paid between December 8th, 2023 and January 12th, 2024 on pages 1 through 9 in the amount of \$661,863.82 to be approved and paid, subject to full audit.

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 6 FLAGSTAR BANK ~ AP ACCT						
12/14/2023	6	47698	10833	ABSOPURE WATER COMPANY	BOTTLED WATER	66.55
					BOTTLED WATER	12.00
					BOTTLED WATER	58.85
						<u>137.40</u>
12/14/2023	6	47699	11658	ALLEGION ACCESS TECHNOLOGIES LLC	SERVICE CALL TO REC CENTER	330.00
12/14/2023	6	47700	10951	AMAZON CAPITAL SERVICES INC	BOOKS	14.99
					DVD	13.99
					LIBRARY SUPPLIES	66.86
					LIBRARY SUPPLIES	116.61
					PRE-K SUPPLIES	17.99
					PRE-K SUPPLIES	55.25
					SPECIAL EVENT/PRE-K SUPPLIES	81.35
					DESK CALENDAR	5.94
					OFFICE SUPPLIES	29.82
					LIBRARY SUPPLIES	23.09
					LIBRARY BOOKS/SUPPLIES	74.32
					BOOKS	15.52
					LATCHKEY SUPPLIES	16.98
					LATCHKEY SUPPLIES	58.47
					LATCHKEY SUPPLIES	7.00
					WINTER WONDERLAND SUPPLIES	115.43
					WINTER WONDERLAND SUPPLIES	7.99
					PRE-K SUPPLIES	11.91
					CREDIT MEMO	(14.94)
						<u>718.57</u>
12/14/2023	6	47701	09447	APPLIED INNOVATION	COPIER METER	39.58
12/14/2023	6	47702	02634	ARBOR OAKLAND GROUP	NEWSLETTER	4,095.00
12/14/2023	6	47703	00017	BAKER & TAYLOR BOOKS	BOOKS	224.21
					BOOKS	294.47
					BOOKS	615.63
					BOOKS	41.99
					BOOKS	72.98
						<u>1,249.28</u>
12/14/2023	6	47704	00023	BIG D LOCK CITY	KEYS	25.00
12/14/2023	6	47705	09650	BLUE BIRD LANDSCAPING LLC	CLEAN UP SERVICE DRIVE TO COOLIDGE	500.00
					FALL CLEAN UP	565.00
					FALL CLEAN UP	565.00
						<u>1,630.00</u>
12/14/2023	6	47706	07754	BLUE CROSS BLUE SHIELD OF MICH	GROUP #007006045-0008	13,022.66
					GROUP #007006045-0010	63,706.46
					GROUP #007006045-0009	659.49
						<u>77,388.61</u>
12/14/2023	6	47707	11010	LAUREN BROOKS	YOGA INSTRUCTOR	297.50
12/14/2023	6	47708	09035	CELTIC COMPANY LLC	ELECTRICAL WORK FOR NEW CUBICLES	5,981.00
12/14/2023	6	47709	10874	CHARLES CHANDLER	2023 BOARD OF REVIEW	375.00

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
12/14/2023	6	47710	07736	CINTAS CORPORATION #31	WEEKLY MAT/MOP SERVICE	71.13
					WEEKLY MAT/MOP SERVICE	110.99
					WEEKLY MAT SERVICE	18.80
					WEEKLY MAT SERVICE	22.82
					WEEKLY MAT/TOWEL SERVICE	97.50
					WEEKLY MAT SERVICE	33.18
						354.42
12/14/2023	6	47711	10568	DONE-RITE AUTO WASH	PUBLIC SAFETY CAR WASHES	490.50
12/14/2023	6	47712	10120	EHIM	MEDICAL WRAP	693.00
					CLAIMS FUNDING	6,561.35
						7,254.35
12/14/2023	6	47713	10937	ENVISIONWARE, INC	SELF CHECKOUT SOFTWARE RENEWAL	678.00
12/14/2023	6	47714	11659	FERNDALE FRIENDS	1/2 PAGE - COLOR DISCOUNT	55.00
12/14/2023	6	47715	11636	FLEETPRIDE	DPW SUPPLIES	29.38
12/14/2023	6	47716	07968	FOSTER SPECIALTY FLOORS	DUST PADS	91.00
					DUST PADS	79.60
						170.60
12/14/2023	6	47717	10950	DURANE FRANKS LLC	BUILDING INSPECTIONS	1,000.00
12/14/2023	6	47718	05622	ROBERT HORWITZ	BOARD OF REVIEW 2023	375.00
12/14/2023	6	47719	10953	IDEAL ELECTRICAL INSPECTIONS, LLC	ELECTRICAL INSPECTIONS	650.00
12/14/2023	6	47720	04943	JOE'S AUTO PARTS	AUTO PARTS	212.00
12/14/2023	6	47721	08459	KEVIN KELLER	BOARD OF REVIEW 2023	375.00
12/14/2023	6	47722	05374	LB OFFICE PRODUCTS	OFFICE SUPPLIES	53.51
					OFFICE SUPPLIES	45.48
					CREDIT MEMO	(44.58)
						54.41
12/14/2023	6	47723	11530	LENNY NEWMAN	SENIOR LUNCHEON SUPPLIES	35.91
					SENIOR LUNCHEON SUPPLIES	64.02
						99.93
12/14/2023	6	47724	00543	THE LIBRARY NETWORK	SHARED FIBER COST APR-JUN 2023	38.95
12/14/2023	6	47725	11419	LUCILLE EVANS	CRICUT FOR LIBRARY	423.99
12/14/2023	6	47726	11159	MANER COSTERTISAN	FINAL BILL FOR AUDIT FIELDWORK	5,000.00
12/14/2023	6	47727	05346	MICHIGAN GRAPHICS & AWARDS	NAME PLATES	90.00
12/14/2023	6	47728	10553	MICHIGAN HEALTHCARE PROFESSIONALS	DOT EXAM - ECWPB180744	320.00
12/14/2023	6	47729	05333	MONAGHANS TOWING	TOWING SERVICE	85.00
12/14/2023	6	47730	09472	OAKLAND SCHOOLS	ENVELOPES/WATER BILLS	787.74
12/14/2023	6	47731	00586	ODP BUSINESS SOLUTIONS, LLC	OFFICE SUPPLIES	77.98
12/14/2023	6	47732	11456	OVERDRIVE, INC	E-BOOKS/AUDIO BOOKS	419.20
12/14/2023	6	47733	04475	PEPSI BEVERAGES COMPANY	CUSTOMER #6157654	338.00
12/14/2023	6	47734	09914	ROSATI SCHULTZ JOPPICH AMTSBUECHLER	LEGAL FEES - GENERAL MATTERS	2,740.00
12/14/2023	6	47735	00198	CITY OF ROYAL OAK	WATER USAGE	2,448.85
12/14/2023	6	47736	10261	LINDA SOLOMON	BOARD OF REVIEW 2023	375.00
12/14/2023	6	47737	05019	MI STATE OF MICHIGAN	MI-DEAL MEMBERSHIP #140	180.00
12/14/2023	6	47738	10979	BREE STOCKER SMART	BOARD OF REVIEW 2023	375.00
12/14/2023	6	47739	07138	TOSHIBA AMERICA BUSINESS SOLUTIONS	COPIER MAINTENANCE	215.00
					COPIER MAINTENANCE	179.20
						394.20
12/14/2023	6	47740	11385	VC3, INC	MICROSOFT 375 AGREEMENT	25.00

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
12/14/2023	6	47741	MISC	WALLSIDE WINDOWS	BD Bond Refund	174.00
					BD Bond Refund	75.00
						<u>249.00</u>
12/14/2023	6	47742	07255	WOW INTERNET AND CABLE	INTERNET	247.98
12/21/2023	6	47743	10951	AMAZON CAPITAL SERVICES INC	HOLIDAY GIFT ITEMS FOR STUDENTS	28.41
					LIBRARY BOOKS/SUPPLIES	60.09
					LIBRARY SUPPLIES	19.65
					LIBRARY SUPPLIES/BOOKS	73.53
					DVDS	44.92
					DVDS	89.47
					BOOKS	27.67
					BOOKS/SUPPLIES	122.48
					BOOK	4.95
					LIBRARY SUPPLIES	163.22
					SNOWMAN KITS	17.98
					PRESCHOOL/OFFICE SUPPLIES	75.82
					PRESCHOOL SUPPLIES	24.89
					COFFEE	9.23
						<u>762.31</u>
12/21/2023	6	47744	11629	ATLAS FUEL SERVICE LLC	GASOLINE	1,422.77
12/21/2023	6	47745	00017	BAKER & TAYLOR BOOKS	BOOKS	185.58
					BOOKS	46.67
					BOOKS	594.07
					BOOKS	382.63
					BOOKS	300.61
					BOOKS	145.47
						<u>1,655.03</u>
12/21/2023	6	47746	00027	BLUE CROSS/BLUE SHIELD OF MICH	GROUP #60480-600 MEDICARE ADVANTAGE	10,120.64
12/21/2023	6	47747	10141	BROOKES BUNCH	CHEER, DANCE, POM CLASS	1,798.40
12/21/2023	6	47748	11229	CENGAGE LEARNING INC	BOOKS	127.16
12/21/2023	6	47749	08956	CHET'S CLEANING INC	CARPET CLEANING	658.32
12/21/2023	6	47750	07736	CINTAS CORPORATION #31	WEEKLY MAT SERVICE	18.80
					WEEKLY MAT SERVICE	22.82
					WEEKLY MAT/TOWEL SERVICE	97.50
					WEEKLY MAT SERVICE	33.18
						<u>172.30</u>
12/21/2023	6	47751	00040	CONSUMERS ENERGY	ACCT #1000 0022 3469 - 26325 SCOTIA - ST	3,172.88
					ACCT #1000 0022 3410 - 26325 SCOTIA - ST	143.99
					ACCT #1000 1256 6087 - 12755 W. 11 MILE	701.53
					ACCT #205101783221 - 12795 W. 11 MILE	1,001.06
					ACCT #1000 1256 6178 - 26815 SCOTIA	688.19
					ACCT #1000 1256 5949 - 26415 SCOTIA	132.13
						<u>5,839.78</u>
12/21/2023	6	47752	07501	CRANDALL-WORTHINGTON INC	JANITORIAL SUPPLIES	401.62
					JANITORIAL SUPPLIES	135.00
						<u>536.62</u>
12/21/2023	6	47753	04548	CREGGER COMPANY, INC.	SERVICE CALL TO PUBLIC SAFETY	1,395.00

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
12/21/2023	6	47754	11013	D/A CENTRAL	REC CENTER CAMERAS	17,606.08
12/21/2023	6	47755	00048	DTE ENERGY	ACCT #9100 067 3500 5 - 12779 W. 11 MILE ACCT #9100 084 6395 2 - 8725 W. 11 MILE ACCT #9100 084 7601 2 - 12801 W. 11 MILE ACCT #9100 084 6333 3 - 13203 WALES ACCT #9100 084 7615 2 - 23820 SCOTIA ACCT #9200 098 8205 0 - 8020 HENDRIE ACCT #9100 084 6321 8 - 10514 LASALLE BL ACCT #9100 084 6344 0 - 8621 NADINE ACCT #9100 068 0871 1 - 26415 SCOTIA - R ACCT #9100 075 2082 8 - 26325 SCOTIA	439.66 90.83 25.22 14.87 16.45 19.45 15.23 15.38 78.00 62.16 777.25
12/21/2023	6	47756	07934	FEDEX KINKO'S	PRINTING/LAMINATING	81.47
12/21/2023	6	47757	10447	FIRST ADVANTAGE INS OCCUPATIONAL	EMPLOYEE TESTING	73.60
12/21/2023	6	47758	05194	GORDON FOOD SERVICE	PRESCHOOL HOLIDAY PARTY SUPPLIES	48.22
12/21/2023	6	47759	10754	GREAT LAKES WATER AUTHORITY	IWC CHARGES	293.02
12/21/2023	6	47760	04943	JOE'S AUTO PARTS	AUTO PARTS AUTO PARTS AUTO PARTS	66.75 57.00 95.28
12/21/2023	6	47761	05477	MARY ANN KASHEF	TAI CHI INSTRUCTOR	219.03
12/21/2023	6	47762	11558	KIDCREATE STUDIO BLOOMFIELD	ART ACADEMY INSTRUCTOR	1,964.80
12/21/2023	6	47763	05454	LEISURE UNLIMITED LLC	KIDDIE SPORTS INSTRUCTOR PAYMENT	1,020.00
12/21/2023	6	47764	00110	LIGHTING SUPPLY CO	LIGHT BULBS LIGHT BULBS	806.40 137.46 70.44 207.90
12/21/2023	6	47765	05447	MATHESON HEATING & AIR CONDITIONING	HAZARDOUS MATERIALS	624.06
12/21/2023	6	47766	MISC	METRO WATERPROOFING	BD Bond Refund	140.00
12/21/2023	6	47767	00131	MICHIGAN MUNICIPAL RISK MANAGEMENT	LIABILITY INSURANCE - GENERAL FUND CONTR LIABILITY INSURANCE - RETENTION FUND CON	47,587.50 6,250.00 53,837.50
12/21/2023	6	47768	06373	MIDWEST TAPE, LLC	MEDIA HOOPLA	31.48 1,307.02 1,338.50
12/21/2023	6	47769	11270	MRSK, INC	P&R MASTER PLAN CIP CLIMATE ACTION PLAN	6,032.50 1,542.50 7,575.00
12/21/2023	6	47770	06146	MMRMA/ECF	ELECTRIC PROGRAM	4,607.42
12/21/2023	6	47771	11660	MOBILE COMMUNICATIONS AMERICA, INC.	RADIOS AND ACCESSORIES	8,168.75
12/21/2023	6	47772	10471	MOBILE MAINTENANCE INC	BUS WASH	30.00
12/21/2023	6	47773	00331	NOWAK & FRAUS	GRADING/DRAINAGE REVIEW 10104 LLUDLOW	200.00
12/21/2023	6	47774	00586	ODP BUSINESS SOLUTIONS, LLC	OFFICE SUPPLIES	218.25
12/21/2023	6	47775	10186	PRINCIPAL LIFE INSURANCE COMPANY	VISION/DENTAL INSURANCE	5,243.54
12/21/2023	6	47776	04253	PRINTING SYSTEMS, INC.	VOTER ID CARDS	180.53
12/21/2023	6	47777	11661	RENEE BULLEN	TUITION REIMBURSEMENT - FALL 2023 SEMEST	321.00
12/21/2023	6	47778	00407	ROAD COMMISSION FOR OAKLAND COUNTY	TRAFFIC SIGNAL MAINTENANCE	92.59
12/21/2023	6	47779	09914	ROSATI SCHULTZ JOPPICH AMTSBUECHLER	LEGAL FEES - CODE VIOLATIONS	1,620.00

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
12/21/2023	6	47780	06784	ROYAL OAK FORD	AUTO PARTS	21.62
					AUTO PARTS	18.62
						<u>40.24</u>
12/21/2023	6	47781	11143	SHARE CORPORATION	DPW SUPPLIES	130.22
12/21/2023	6	47782	00209	SOC RESOURCE RECOVERY AUTHORITY	BASIC REFUSE, RECYCLABLES, & YARD WASTE	18,726.00
12/21/2023	6	47783	04095	SONITROL GREAT LAKES - MICHIGAN	ALARM - 12775 W. 11 MILE	164.75
12/21/2023	6	47784	10777	TASC	FSA - ADMINISTRATION FEES	599.40
12/21/2023	6	47785	11131	TEOMA SYSTEMS	REMOVE OLD/ADD NEW CABLES FOR NEW CUBICL TELEPHONE WORK AT REC CENTER	4,247.50 <u>270.00</u>
						<u>4,517.50</u>
12/21/2023	6	47786	07138	TOSHIBA AMERICA BUSINESS SOLUTIONS	COPIER ALLOWANCE	80.25
					METER CHARGES	<u>198.90</u>
						<u>279.15</u>
12/21/2023	6	47787	MISC	WALLSIDE WINDOWS	BD Bond Refund	75.00
12/21/2023	6	47788	06817	WOLVERINE FREIGHTLINER -	EQUIPMENT MAINTENANCE	159.08
12/25/2023	6	86 (E)	10956	CITY VISA CREDIT CARDS	BAGELS/COFFEE FOR EARLY VOTING	41.67
					BAGELS/ COFFEE FOR ELECTION DAY	117.08
					GLOW NIGHT PIZZA	193.34
					ELECTION DAY LUNCH	47.35
					ELECTION DAY DINNER	194.23
					BAGELS FOR ELECTION DAY STAFF	26.96
					CODE ENFORCEMENT APPAREL	323.87
					CAR WASH	10.00
					ADOBE CREATIVE CLOUD	63.59
					NOTARY APPLICATION FEE	10.17
					NOTARY SEAL AND STAMP	73.19
					FIRE TRAINING LUNCH	119.85
					FIRE TRAINING LUNCH	109.54
					KITCHEN SUPPLIES	128.66
					NFPA CERTIFICATION	180.00
					ARBOR DAY TREE PLANTING	209.99
					VEHICLE PARTS	31.79
					BAGELS FOR FOR SOCRRA/SOCWA REGIONAL MTG	88.36
					DRINKING WATER CERTIFICATION RENEWAL	95.00
					HORN MAGAZINE SUBSCRIPTION	99.00
					TEEN PROGRAM SUPPLIES	7.70
					TEEN PROGRAM SUPPLIES	7.95
					TEEN PROGRAM SUPPLIES	17.05
					TEEN PROGRAM FOOD	55.32
					POSTCARDS FOR TURNING POINT	63.84
					SENIOR LUNCHESES	65.00
					SPOTIFY MEMBERSHIP	16.99
					SHOVELS/PACKING TAPE	33.80
					CLASSROOM SUPPLIES	53.87
					GRAPES FOR LATCH KEY LUNCH	13.62
					BURLAP	18.00
					CLASSROOM SUPPLIES	38.21
					LATCH KEY LUNCH	188.41
					CLASSROOM IPAD	352.44
					SENIOR LUNCHESES	30.00
					PJ PARTY MOVIE NIGHT	3.99
					ARCHERY INSTRUCTOR BACKGROUND CHECK	35.00

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
					ARCHERY MEMBERSHIP DUES	70.00
					WINTER WONDERLAND FOOD	32.90
					TRAINING HOURS	60.00
					IPAD CASE	152.63
					LATCH KEY LUNCH	6.35
					2 MARBLE RUN SETS	101.68
					BOWLERO	350.00
					SENIOR TRIP SUPERVISOR LUNCH	13.59
					ARCHERY BACKGROUND CHECK	35.00
					PICKERALL NETS	379.90
					BRIGHT MINDS TRAINING	7.50
					SALT AND COTTON ROUNDS	8.98
					ZOOM	16.95
					ART SUPPLIES	69.39
					TRAINING HOURS	10.63
					RUBBER HAMMERS	16.90
					ARCHERY MEMBERSHIP	70.00
					TRAINING	27.00
					TRAINING	10.00
					LODGING FOR MASTERS ACADEMY	319.68
					WOOD BENCH WITH SHELF	211.98
					STARBUCKS - TO BE REIMBURSED BY EMPLOYEE	15.00
					STARBUCKS - TO BE REIMBURSED BY EMPLOYEE	5.00
					DNH*GODADDY.COM 480-505855 AZ	46.34
					PARTY CITY BOPIS 800-727-8924 NJ	64.13
					ETSY.COM - MURDERMYSTERY 844-6S93879 NY	12.82
					MOBILE TIRE INFLATION COMPRESSOR	59.99
						5,339.17
12/28/2023	6	47789	10951	AMAZON CAPITAL SERVICES INC	OFFICE SUPPLIES	41.19
12/28/2023	6	47790	07736	CINTAS CORPORATION #31	WEEKLY MAT SERVICE	33.18
					WEEKLY MAT/TOWEL SERVICE	97.50
					WEEKLY MAT SERVICE	22.82
					WEEKLY MAT SERVICE	18.80
						172.30
12/28/2023	6	47791	11071	HOME DEPOT CREDIT SERVICES	ACCT #6035 3225 3882 9080	337.63
12/28/2023	6	47792	11134	EASTON TELECOM SERVICES, LLC	DISPATCH LINES	89.96
12/28/2023	6	47793	10950	DUAINE FRANKS LLC	BUILDING INSPECTIONS	1,000.00
12/28/2023	6	47794	09808	HBI TITLE SERVICES	TAX REFUND - 25214 PARKWOOD	50.16
12/28/2023	6	47795	10953	IDEAL ELECTRICAL INSPECTIONS, LLC	ELECTRICAL INSPECTIONS	650.00
12/28/2023	6	47796	04943	JOE'S AUTO PARTS	AUTO PARTS	5.59
12/28/2023	6	47797	MISC	KENT DISTRICT LIBRARY	PLAY KITCHEN SET	450.00
12/28/2023	6	47798	09869	LIBRARY IDEAS LLC	VOX BOOKS	51.65
					VOX BOOKS	53.20
						104.85
12/28/2023	6	47799	11662	LUV ALL COACHING LLC	LIBRARY PROGRAM	150.00
12/28/2023	6	47800	11578	MDIS	REWIRE PUBLIC SAFETY SERVER	2,952.31
12/28/2023	6	47801	00586	ODP BUSINESS SOLUTIONS, LLC	OFFICE SUPPLIES	38.50
					OFFICE SUPPLIES	43.70
					OFFICE SUPPLIES	103.84
						186.04
12/28/2023	6	47802	11456	OVERDRIVE, INC	E-BOOKS/AUDIO BOOKS	356.00
12/28/2023	6	47803	11663	PAUL VACHON	LIBRARY PRESENTATION	100.00
12/28/2023	6	47804	11664	ROBBIE TERMAN	LIBRARY PROGRAM	200.00

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
12/28/2023	6	47805	00209	SOC RESOURCE RECOVERY AUTHORITY	BASIC REFUSE, RECYCLABLES, & YARD WASTE	354.29
12/28/2023	6	47806	11627	STACY SCHREIBER	NOURISH FROM WITHIN INSTRUCTOR	339.50
12/28/2023	6	47807	11632	SUSAN FOX	LIBRARY PROGRAM	125.00
12/28/2023	6	47808	04781	VERIZON WIRELESS	CELL PHONES	586.74
12/28/2023	6	47809	00594	WONSEY TREE SERVICE INC.	STREET SWEEPINGS	3,360.00
12/28/2023	6	47810	06966	YOUNG REMBRANDTS WAYNE & OAKLAND	POWER OF DRAWING INSTRUCTOR	2,160.00
01/04/2024	6	47811	10951	AMAZON CAPITAL SERVICES INC	TRASH BAGS FOR PARKS	74.20
01/04/2024	6	47812	07150	AMERICAN PUBLIC WORKS ASSOC	MEMBERSHIP DUES	432.00
01/04/2024	6	47813	09447	APPLIED INNOVATION	COPIER METER	41.26
					COPIER METER	552.62
					COPIER METER	247.06
						<u>840.94</u>
01/04/2024	6	47814	11629	ATLAS FUEL SERVICE LLC	GASOLINE	1,263.78
01/04/2024	6	47815	09650	BLUE BIRD LANDSCAPING LLC	DEBRIS CLEANUP	750.00
01/04/2024	6	47816	07736	CINTAS CORPORATION #31	WEEKLY MAT SERVICE	33.18
					WEEKLY MAT/TOWEL SERVICE	97.50
					WEEKLY MAT SERVICE	22.82
					WEEKLY MAT SERVICE	18.80
						<u>172.30</u>
01/04/2024	6	47817	11363	CUMMINS SALES AND SERVICES	VEHICLE PARTS	206.32
					VEHICLE PARTS	2,411.00
						<u>2,617.32</u>
01/04/2024	6	47818	MISC	DON'S ELECTRICAL SERVICE	BD Payment Refund	260.00
01/04/2024	6	47819	00536	ECOTEC INC.	PEST CONTROL	200.00
01/04/2024	6	47820	11636	FLEETPRIDE	WORK ON DEERE ENGINE	1,089.30 V
01/04/2024	6	47821	MISC	JF SINELLI CEMENT	BD Bond Refund	500.00
01/04/2024	6	47822	04943	JOE'S AUTO PARTS	AUTO PARTS	16.69
					AUTO PARTS	40.29
						<u>56.98</u>
01/04/2024	6	47823	MISC	JOHN MCCARTER CONSTRUCTION	BD Bond Refund	142.50
01/04/2024	6	47824	09888	MARINE CITY NURSERY CO	TREES	34,200.00
01/04/2024	6	47825	11140	METRO WIRELESS	BUSINESS VOICE/DATA SERVICES	500.33
01/04/2024	6	47826	09472	OAKLAND SCHOOLS	TAX/WATER PRINTING	1,358.97
01/04/2024	6	47827	04253	PRINTING SYSTEMS, INC.	AV APPLICATION POSTCARDS	333.66
					BALLOT SELECTION POSTCARDS	376.08
					VOTER ID CARDS	80.36
					SECRECY ENVELOPES/BALLOT INSTRUCTIONS	596.34
					BALLOT RETURN ENVELOPES	451.53
					BALLOT OUTER ENVELOPES	487.94
						<u>2,325.91</u>
01/04/2024	6	47828	11066	RED GUARD FIRE & SECURITY	FIRE ALARM MONITORING	309.00
01/04/2024	6	47829	00407	ROAD COMMISSION FOR OAKLAND COUNTY	PAVEMENT MARKINGS	2,325.90
					COLD PATCH	815.10
						<u>3,141.00</u>
01/04/2024	6	47830	06784	ROYAL OAK FORD	VEHICLE WORK	188.16
01/04/2024	6	47831	11143	SHARE CORPORATION	SAFETY VESTS	230.78

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
WADERS						172.64
						403.42
01/04/2024	6	47832	00209	SOC RESOURCE RECOVERY AUTHORITY	BASIC REFUSE, RECYCLABLES, & YARD WASTE	19,823.00
01/04/2024	6	47833	00210	SOC WATER AUTHORITY	WATER PURCHASES	27,287.11
01/04/2024	6	47834	11541	STRATUS BLDG SOLUTIONS OF DETROIT	MONTHLY JANITORIAL SERVICES	3,540.00
01/04/2024	6	47835	11287	TRUE CUT TREE CARE	TREE REMOVAL/TRIMMING	29,700.00
01/11/2024	6	47836	07860	21ST CENTURY NEWSPAPERS	LEGAL NOTICES	292.64
01/11/2024	6	47837	08585	ADVANCED MARKETING PARTNERS, INC.	TAX BILL PRINTING	360.60
01/11/2024	6	47838	03659	AFLAC	PAYROLL DEDUCTION	158.88
01/11/2024	6	47839	00004	MICHIGAN AFSCME COUNCIL 25	UNION DUES	137.10
01/11/2024	6	47840	10951	AMAZON CAPITAL SERVICES INC	BLUETOOTH SPEAKER	99.95
					TEGU WHEELS FOR CLASSROOM	67.74
					DESK CALENDAR	18.50
					DYMO LABELS	18.83
						205.02
01/11/2024	6	47841	10938	AMERICAN SOLUTIONS FOR BUSINESS	PARKING TICKETS	1,787.82
01/11/2024	6	47842	09447	APPLIED INNOVATION	COPIER METER	36.72
01/11/2024	6	47843	08622	ASCENSION MI EMPLOYER SOLUTIONS	DOT EXAM	88.00
01/11/2024	6	47844	07736	CINTAS CORPORATION #31	WEEKLY MAT SERVICE	22.82
					WEEKLY MAT SERVICE	18.80
					WEEKLY MAT/TOWEL SERVICE	97.50
					WEEKLY MAT SERVICE	33.18
					WEEKLY MAT/MOP SERVICE	110.99
						283.29
01/11/2024	6	47845	09216	CORELOGIC	TAX OVERPAYMENT - 13107 SHERWOOD	294.38
01/11/2024	6	47846	11363	CUMMINS SALES AND SERVICES	RCN COOLER KIT	1,573.90
01/11/2024	6	47847	11013	D/A CENTRAL	CAMERA WORK FOR CITY HALL AND DROPBOX	2,452.34
01/11/2024	6	47848	00047	DIE ENERGY-STREETLIGHTING	STREETLIGHTING	7,686.20
01/11/2024	6	47849	00056	DURST	BUILDING SUPPLIES	435.43
01/11/2024	6	47850	10120	EHIM	ADMINISTRATIVE FEE - MEDICAL WRAP	693.00
					CLAIMS FUNDING	6,671.21
						7,364.21
01/11/2024	6	47851	10950	DURANE FRANKS LLC	BUILDING INSPECTIONS	1,000.00
01/11/2024	6	47852	MISC	HARRISON SEGALL	FACILITY DEPOSIT REFUND	100.00
01/11/2024	6	47853	07724	THE HARTFORD	LIFE/DISABILITY INSURANCE PREMIUMS	2,084.25
01/11/2024	6	47854	09374	HELPNET	EMPLOYEE ASSISTANCE PROGRAM	382.05
01/11/2024	6	47855	05509	HERSCH'S, INC.	SALT	420.00
01/11/2024	6	47856	00300	KRISTINE HYRE	RETIREE HEALTH INSURANCE WAIVER	600.00
01/11/2024	6	47857	10953	IDEAL ELECTRICAL INSPECTIONS, LLC	ELECTRICAL INSPECTIONS	650.00
01/11/2024	6	47858	04159	INTERSTATE BILLING SERVICE INC	VEHICLE PARTS	1,089.30
01/11/2024	6	47859	05510	J.P. COOKE CO	2024 DOG TAGS	160.25
01/11/2024	6	47860	MISC	JANE SOLOMON	TAX OVERPAYMENT - 8175 HENDRIE	5.00
01/11/2024	6	47861	04943	JOE'S AUTO PARTS	AUTO PARTS	16.39
					AUTO PARTS	4.59
					AUTO PARTS	23.99
					AUTO PARTS	22.95
					AUTO PARTS	16.19
						84.11
01/11/2024	6	47862	05374	LB OFFICE PRODUCTS	OFFICE SUPPLIES	43.36
01/11/2024	6	47863	10764	LEXISNEXIS RISK SOLUTIONS	MONTHLY SUBSCRIPTION FEE	50.00

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
01/11/2024	6	47864	00110	LIGHTING SUPPLY CO	LIGHT BULBS LIGHT BULBS	92.06 359.28 <u>451.34</u>
01/11/2024	6	47865	11003	LINGO COMMUNICATIONS	ALARM LINES	153.24
01/11/2024	6	47866	00946	LITTLE CREATURES CO	LATCHKEY FIELD TRIP	350.00
01/11/2024	6	47867	00049	MATHESON TRI-GAS INC	HAZARDOUS MATERIALS	644.31
01/11/2024	6	47868	11603	MICHIGAN ASSOCIATION OF POLICE	UNION DUES	679.20
01/11/2024	6	47869	11065	MICHIGAN CAT DEPT #77576	VEHICLE PARTS	133.54
01/11/2024	6	47870	00166	OAKLAND COUNTY	BS&A TAX SUPPORT FEE SEWAGE DISPOSAL SERVICES - DECEMBER 2023 FRMS DEPARTMENT FEE - OCTOBER-DECEMBER 2	574.02 105,903.66 1,172.00 <u>107,649.68</u>
01/11/2024	6	47871	00586	ODP BUSINESS SOLUTIONS, LLC	COFFEE	69.06
01/11/2024	6	47872	00181	POLICE OFFICERS ASS'N OF MICH	UNION DUES	414.48
01/11/2024	6	47873	00463	SCHOOLCRAFT COLLEGE	TRAINING CLASS - SIEKIERKA & LENCES	1,000.00
01/11/2024	6	47874	04745	KATHLEEN SEIDL	RETIREE HEALTH INSURANCE WAIVER	1,500.00
01/11/2024	6	47875	04095	SONITROL GREAT LAKES - MICHIGAN	SERVICE CALL TO MAINTENANCE BUILDING ALARM MONITORING REC CENTER ALARM	256.24 164.75 541.95 <u>962.94</u>
01/11/2024	6	47876	01983	ERICK STINER	RETIREE HEALTH INSURANCE WAIVER	1,500.00
01/11/2024	6	47877	07138	TOSHIBA AMERICA BUSINESS SOLUTIONS	PRINTER MAINTENANCE COPIER METER COPIER CHARGES	215.00 187.37 145.03 <u>547.40</u>
01/11/2024	6	47878	00525	TRANSPORTATION IMPROVEMENT ASSN	MEMBERSHIP DUES	2,691.00
01/11/2024	6	47879	11287	TRUE CUT TREE CARE	TREE REMOVALS - 2024 ROAD BOND PROJECT	86,275.00
01/11/2024	6	47880	MISC	VANGUARD TITLE INSURANCE AGENCY LLC	TAX OVERPAYMENT - 13129 BORGMAN AVE	281.15
01/11/2024	6	47881	11385	VC3, INC	LAPTOP FOR DPW	1,475.00
01/11/2024	6	47882	00428	SHIRLEY VETTRAINO	RETIREE HEALTH INSURANCE WAIVER	600.00
01/11/2024	6	47883	07255	WOW INTERNET AND CABLE	INTERNET	247.98

6 TOTALS:

Total of 187 Checks:

Less 1 Void Checks:

Total of 186 Disbursements:

662,953.12
1,089.30
661,863.82

CONSENT AGENDA #4a



**City of Huntington Woods
Senior Advisory Committee
Thursday, October 19, 2023
3:30 pm – City Hall Commission Chambers
Minutes**

1. Call to order

- Present: Tracy, Melissa, Natalie, Lenny, Joanne, Marcy

2. Approval of agenda

- Call to order Natalie, seconded by Marcy

3. Approval of minutes of the September 21, 2023 meeting

- Motion to approve by Natalie, seconded by Marcy

4. Elected Officials Remarks - None

5. Parks & Recreation Department Update

- Flu Clinic held with the Blood Pressure Clinic-57 participants
- Movie to be shown-Walk the Line will be at the Recreation Center
- Monday Lunch Bunch participation has increased
- Seniors S'mores and Song will be next week at the Recreation Center
- The Holiday Party will be December 4 at Tapestry in Southfield. There are reservations already with some more available.
- The Meadowbrook trip that had minimal participation.
- October 25 there is a trip to Articipate for a workshop with lunch at Green Lantern.
- There are senior trips that have waiting lists.

6. Library Programming Update

- 10/24-Gordon Lightfoot
- 10/26-Mongers Provision Workshop
- 11/8-Paranormal Michigan

- 11/9-Rosy the Riveter program
- 11/11-Hands on Arts Event for adults

7. Items of Business

A. Program/Trip Reviews

- Talent Show:
 - The event went well, performers were great and it was well attended.

B. Senior Swim

- Consider changing the criteria to Adult Swim for 50 + in order to increase attendance.

C. Board position nominations

- Discussion for the following:
 - Chair: Lenny
 - Vice: Marcy
 - Secretary: Melissa

D. Deadline Dates for publications

- A handout was provided for the deadlines for the newsletters.

E. Grandparents Program

- Natalie is spearheading the program
- Considering it more as a multigenerational program with the goal of creating more connections between the older/younger generations in the city.

8. Public participation

- none

9. Next meeting: Thursday, November 16, 2023

10. Other business

11. Adjournment

- Meeting called at 4:42 by Natalie, seconded by Marcy

CONSENT AGENDA #4b

HUNTINGTON WOODS PARK ADVISORY BOARD MINUTES

Wednesday, June 28, 2023

7:30 p.m. Gillham Recreation Center – Multipurpose Room

Parks & Rec Members Present: Ben Black, Joe Egan, Mark Feiler, Logan Field, Francesca Haley, Sarah MacDonald, Suzie Potter, Jessica Steinhart, Kim Tarnopol

City Commission Liaison: Michelle Elder

Staff Present: Tracy Shanley (parks & rec director), Chris Wilson (city manager)

- I. Call to order by K. Tarnopol at 7:30 p.m.
- II. Approval of Agenda for June 28, 2023
 - a. Motion – J. Egan; Second – B. Black
- III. Approval of Minutes for May 30, 2023
 - a. Motion – S. Potter; Second – M. Feiler
- IV. Correspondence
 - a. None
- V. Public Participation
 - a. Chris Wilson:
 - a. Update on \$212,000, 3-year grounds contract covering 32 areas in the city covering landscape, ground maintenance, and mowing. Crew began landscape and ground maintenance at Scotia Park this week, they have removed 5-6 truckloads so far.
 - b. Update on Men's Club Field drainage project, which is underway
 - c. Update on Burton project, which is still in the planning phase
 - b. Michelle Elder: shares that public spaces are a top priority of the city & commitment to partnership
 - c. Carol Lieber, 8940 Nadine: stressed the importance of pollinators and advocates for keeping Scotia Park the way it is now, less manicured, more natural
 - d. Claire Greco, 26586 Dundee: works on gardens in Alligator Park. Are there plans for a play structure in the sandbox?
- VI. Items of Business
 - a. Val Jones Improvement Project
 1. Tracy provided update on tree removal
 2. J. Steinhart: asks how the decision was made that public safety no longer locks the park, states that board advocates for park being locked at night
 3. Next steps: outline clear plan of what needs to be fixed and in what order, get quotes

Public Comments

4. Tony Reisdorf, 508 W Harrison, Royal Oak: stresses importance of park for the community, exercise, and teaching kids how to skate
5. Jeff Bortnick, 25535 York: would like to see rink stay, be improved, but with precautions for existing neighbors
6. Mihai Iliesiu, 10055 Nadine: shares that the park was kept locked on warm days in the winter, and would like to see it open on nice days earlier in the season
7. Sam Tomlinson, 10783 Hart: would like a roof over the rink to protect it from weather and to allow people to skate in the rain
8. Wendy Levine – 13343 Nadine: shares that her daughter utilizes the park and she loves the space
9. Jessica Downey, 13160 Kingston: questions how many skate park advocates live in Huntington Woods, and why they have more of a say than taxpayers
10. Zach Levine, 13343 Nadine: inquired about where previously documented complaints are housed

Brief adjournment; readjournment at 8:30 p.m.

- b. 4th of July Overview/Hot Dog Roast –
 1. Tracy sent out sign up Genius & gave update on Fourth of July plans
 2. Fireworks begin over Rackham at 10 p.m.
 3. K. Tarnopol: interested in restarting Run Walk Boom fireworks fundraiser
- c. Parks Assessment –
 1. Meant to understand the purpose, condition, and plan for each park
 2. May get outside help from a firm to evaluate parks. Money can be found in the budget for this purpose.
 3. M. Elder: input would be best between now and end of calendar year for budget purposes
 4. Review the 5-7 questions we want citizens input on and send out survey monkey

VII. Department Update

- a. Poor air quality updates – a score over 151+ and they move activities inside
- b. Pancake breakfast Saturday, preregistration is required
- c. Parade starts at 10 a.m., flyover at 10:20 a.m.
- d. As of July 1st, Bridget Levine is promoted to assistant Parks & Rec director, Jan Alpert is administrative manager

VIII. Plan of Action for Next Meeting

- a. Next meeting is September 26, 2023

- b. Skate Park update & where bid process is
- c. Run Walk Boom conversation
- d. Elgin Park updates
- e. Donation with a Purpose update

IX. Board Member Comments

- a. S. MacDonald: who do we consult for noise mitigation at the skate park? Chris will list sound mitigation as a separate item in the bid along with physical improvements
- b. J. Steinhart: Oak Park now has a dog park, we can advertise to HW residence that they can visit this nearby park since we don't have one
- c. J. Steinhart: can the senior swim time be expanded to adults of all ages? It is not currently being utilized heavily, the Rec Center will try advertising more and use this season as a pilot to see if we can get more seniors to come. If no luck, maybe open up to all adults
- d. J. Steinhart - Are we using men's club field as an ice rink this winter as usual? If so, it needs to be stated to the community. Chris is looking at alternative locations for the rink, as it can't go back in that spot. If it's decided that we can't do it anymore, the decision will be made in next couple of months.

X. Adjournment by K. Tarnopol at 9:07 p.m.

CONSENT AGENDA #4c

**HUNTINGTON WOODS PARKS AND RECREATION
ADVISORY BOARD MINUTES
Tuesday, September 26, 2023
7:30 pm Gillham Recreation Center – Multi-purpose Room**

Members Present: Jessica Steinhart, Logan Field, Francesca Haley, Kim Tarnopol, Ben Black, Joe Egan, Suzie Potter

Staff Present: Tracy Shanley, Lauren Fletcher

- I. Call to Order by K. Tarnopol at 7:32pm
- II. Approval of Agenda for September 26, 2023
 - a. T. Shanley requested to add Men's Club Auction ideas
 - b. Motion S. Potter, second F. Haley
- III. Approval of Minutes June 28, 2023
 - a. Motion S. Potter, second B. Black
- IV. Correspondence - none
- V. Public Participation
 - a. Claire Galed - 10084 Lasalle – Expressed concern that senior trips are booking so quickly that a lottery would be helpful to ensure equitable access to those who are not quick to use the website. Hometown Herald comes out after sign up goes live online.
- VI. Items of Business
 - Skate Park update & where bid process is
 - o Company hired has fallen behind schedule but has promised that rink flooring will be done this fall.
 - Run Walk Boom conversation
 - o Date will be Sunday, June 30th, 2024
 - o Historically used to subsidize cost of 4th of July fireworks
 - o Proposed \$25-\$30 cost would cover cost of run/walk but sponsorships would be needed to raise money to subsidize fireworks
 - o Board decided to run event without serving as a fundraiser for 2024 but will explore opportunities for raising funds for Parks and Rec in future years. Next step is to identify residents who would be interested in being on the committee.
 - Elgin Park update
 - o Identified old rendering of proposed park updates that were created pre-pandemic.

- Potential contractors have not responded to requests for bids.
- Local resident has requested wheelchair accessible park
- Laura Gittleman – 11314 Elgin – Commented that park did not seem to be wheelchair accessible or create a well connected playground. Suggested Parks and Rec contact Wing Lake Developmental Center for accessibility ideas. Asked to be part of any committee formed to address park
- J. Egan recommended waiting to finalize plans until parks assessment vendor providers input
- K. Tarnopol suggested getting additional community input on plan for park.
- Donation with a Purpose update
 - Updated materials presented by T. Shanley. Verbiage recommendations made by advisory board members.
 - B. Black proposed adding upcharge to ensure maintenance of donation
 - Board recommended final verbiage be reviewed by city lawyer
 - Claire Galed - 10084 Lasalle – Suggested tree/bench offered with plaque and tree/bench offered without a plaque instead of having extra language in program materials. Suggested we confirm that parks and rec cannot upcharge on donated item to make a profit
 - Laura Gittleman – 11314 Elgin - Bench donation would positive opportunity with renovation of Elgin Park
- Parks Assessment
 - City Commission has decided to hire MKSK to do a parks assessment. Goals and scope of project will be reviewed with MKSK on October 11th. City Commission wants assessment completed by January to ensure capital improvements are accounted for in budget season. Per K. Tarnopol, it was agreed upon at City Commission meeting that advisory board would be involved in MKSK project. K. Tarnopol volunteered to attend meeting with MKSK. J. Steinhart and J. Egan would like an update at next meeting about MKSK's plan for community input
 - Jess Downey - 13160 Kingston – Asked why residents near Elgin Park have been given courtesy of input but the same has not been given to residents near Val Jones Skate Park
- Men's Club Auction ideas
 - Parks and Rec is seeking input from Advisory Board on recommendations for Men's Club Auction projects. Current suggestions include pool furniture, ball fields, pool locker rooms, pool house paint job, mural at pool, additional pool shade
 - Jess Downey - 13160 Kingston – Agrees that ball fields need improvements

VII. Department Update

- a. Lottery for baking/cooking class was successful.
- b. T. Shanley attending conference on DEI trends, customer service, and leadership skills.
- c. Hay Day on Oct. 7th. Public Safety is bringing open house to Hay Day due to construction. 3:30-4pm families with special needs are invited. Regular event 4-5:30pm.

- d. VIP dance had 60 attendees. Considering moving season of dance to another time of year to attract more participation
- e. Bus driver needed for senior transportation programs. Interviews taking place next week.

VIII. Plan of Action for Next Meeting

- a. Run Walk Boom Committee
- b. MKSK Parks Assessment plan for public participation
- c. Update on Men's Club Field

IX. Board Member Comments

- a. J. Egan asked about status of Men's Club Field and maintenance of soccer fields
- b. J. Steinhart asked if ice rink would be set up again this year in an alternative location. J. Steinhart asked for an update on the Oak Park Dog Park accessibility for non-residents
- c. L. Field asked about pillars in Statue Park. T. Shanley indicated these are the art pillars developed by the Arts and Garden Board.

X. Adjournment – Adjourn at 9:04pm

CONSENT AGENDA #4d

HUNTINGTON WOODS PARKS AND RECREATION ADVISORY BOARD MINUTES

Wednesday, October 24, 2023

7:30 p.m. Gillham Recreation Center – Multipurpose Room

Parks & Rec Members Present: Ben Black, Joe Egan, Mark Feiler, Logan Field, Francesca Haley, Sarah MacDonald, Suzie Potter, Jessica Steinhart

Staff Present: Tracy Shanley (parks & rec director)

- I. Call to order by S. Potter at 7:33 p.m.
- II. Approval of Agenda for October 24, 2023
 - a. Motion – J. Egan; Second – M. Feiler
- III. Approval of Minutes for September 26, 2023
 - a. Motion – J. Steinhart; Second – J. Egan
- IV. Correspondence
 - a. None
- V. Public Participation
 - a. None
- VI. Items of Business
 - a. Run Walk Boom –
 1. Add to plan of action for next board meeting due to K. Tarnopol's absence
 2. Keep sponsorship goals low (to cover cost of t-shirts, etc.) this first year back
 - b. MKSK Parks Assessment plan for public participation –
 1. Chris Wilson and Tracy met with two representatives from MKSK two weeks ago and toured HW parks
 2. December 5, 2023, at 6 p.m., MKSK will meet with Parks & Rec Advisory Board
 3. Open house on December 5 from 7:30 – 8:30 p.m. following to get feedback on parks from the community
 4. On November 15, 2023, at 10 a.m. a virtual meeting will occur between Tracy, Chris Wilson and MSKS reps to discuss project status. A member of the Parks & Rec Advisory board will attend (either Kim or Jess)
 - c. Update on Men's Club Field –
 1. Chris, Tracy, and Rocco from DPW met with 2 reps from DCFC re: men's club field
 2. Great Lakes landscaping co. will cut the field, as they do the rest of the city, and will be cutting 2 days prior to game days so that it's the right length

3. SOCS will provide necessary equipment (soccer nets etc.)
4. The field will continue to be used by HW Rec programs such as lacrosse & special events
5. Parks & Rec will retain control of scheduling the field
6. Watering system of the field is being looked into by DPW

VII. Department Update

- a. First senior swim was not well attended, Tracy talked to senior advisory committee, will lower age to 35 or 40 and up to encourage more people to attend
- b. Hay Day success, more volunteers are needed, parks & rec adv board may be called to volunteer next year
- c. Bid going out to DA Central out of oak park for pool security cameras. Goal is to have it installed by end of year. Val Jones is not included
- d. Flu clinic success, 60 shots given through Lincoln Drugs
- e. 2 new part time bus drivers hired to help with senior transportation
- f. Jenny, Lauren and Tracy met with consultant to discuss rates for classes, latchkey, and fruit camp. Camp is going up 10% each summer for the next 3 years in order to compare to neighboring communities' programs
- g. Teen Council took a zap zone trip
- h. Lasalle had their block party this week for having the winning float in this summer's Independence Day parade

VIII. Plan of Action for Next Meeting

- a. Run Walk Boom discussion
- b. Nominations for Parks & Rec Advisory Board positions

IX. Board Member Comments

- a. J. Steinhart asks Tracy to talk to Oak Park about their new dog park – to get information to share with residents and let them know that they can use it
- b. J. Steinhart – Burton became school of choice this year, new students are from outside the community and are therefore low on the tier for latchkey enrollment. We need to be aware of a need for before/after school care that we may not be meeting.

X. Adjournment by S. Potter at 8:17 p.m.

CONSENT AGENDA #4e

CITY OF HUNTINGTON
ENVIRONMENTAL SUSTAINABILITY ADVISORY COMMITTEE
MINUTES
October 12, 2023 – 7:00 PM
City Hall

Chair Sean Kristl called the meeting to order at 7:06 PM

PRESENT: Chair Kristl; Members: Phipps, Pollack, Zobl-Tar, Brooks, Skyrd, Sauter; Student Member: Heller

ABSENT: Members: None

Also Present: Hank Berry
Community Member: Hal Stack

APPROVAL OF AGENDA

Motion to amend the agenda by adding Item Approval of Minutes by Zobl-Tar
Seconded by Phipps
Motion carried 7-0

APPROVAL OF MINUTES FROM 9/21/23

Motion by Brooks; Second by Phipps to approve the minutes.
Motion Carried 7-0

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

Hal Stack mentioned that we should have received a plan for stormwater management - forwarded at the meeting.

PRESENTATION FROM MKSK ON CLIMATE ACTION PLAN

- Kickoff from Anne Marie with MKSK
- **Goal:** provide feedback and/or alignment so we are on the same page as we go through the creation of the Climate Action Plan (CAP)
- Debbie Franco and Hank Berry are collecting some data: Master Plans and CAPs from Ferndale and Royal Oak, as well as potentially from Oak Park and Berkeley; possibly Pleasant Ridge.
 - Census data was pulled as well. We're looking into how emissions from other communities may affect HW, as we don't have the same attributes as our surrounding neighborhoods do.
 - Weather trends
 - **Goal:** to get this info into an organized format

- Adding proactive language and goals to the CAP; i.e. "HW would keep abreast of changes in environmental technologies and will swiftly respond in kind"
- Adding communication with other committees
 - Potential for joint meetings with Planning Commission and Parks and Recreation
 - Potential for a representative from each committee to be in attendance at the Public Meeting for the CAP
- Committee Next Steps:
 - Survey development (to be sent in January)
 - Feedback
 - Next Meeting with MKSK: January/February 2024

REVIEW MISSION/VISION STATEMENT

- Deferred to next meeting.
 - Phipps motioned; Zobl-Tar seconded.

AGENDA FOR NOVEMBER

- To be sent out by Sean

ADJOURNMENT

Motion by Phipps; Second by Kristl to adjourn the meeting.

Motion carried 7-0

Meeting adjourned at 8:19 P.M.

Next meeting scheduled for November 16, 2023

CONSENT AGENDA #4f



City of Huntington Woods
Anti-Racism Advisory Committee

October 11, 2023

7:00 p.m.

City Hall

AGENDA

Present: Daniel Dena, Katie Beaulieu, Jessicalyn Edwards, Cary McGhee, Beatrice Robinson (student representative),

Absent: Christina Kozlowski

Commissioner: Jeff Jenks

City staff present: Chris Wilson, Sarah Wagner

1. Call to order

Katie Beaulieu called meeting to order at 7:03 pm

2. Approval of Agenda

Moved by Dena, seconded by McGhee to approve the agenda.

Ayes: Dena, Beaulieu, Edwards, McGhee

Nays: none

Absent: Kozlowski

Motion approved.

3. Review/Approval of the September 6, 2023 Minutes

Moved by McGhee, seconded by Edwards to approve September 6, 2023 minutes

Ayes: Dena, Beaulieu, Edwards, McGhee

Nays: none

Absent: Kozlowski

Motion approved.

4. Items of business

- a. Burton Elementary School Principal Lauren Fragomeni was introduced to the Committee and meeting attendees by Chair Beaulieu. Principal Fragomeni stated that she started in July and has been busy meeting with families and the community. She spent 17 years as a teacher in the Troy system. She became aware of Huntington Woods while looking for a home with her wife a few years ago. She really felt this was a community where she could be present and welcome and decided to apply when the opportunity arose. She and her wife have an 8-month old son. She feels that the school and community are a good fit and is excited to do good work with the ARAC working toward our shared values. She wants everyone to feel like they belong and are welcomed at Burton. A member of the audience asked how Seniors could help at the school and Principal Fragomeni mentioned that they need help with lunch staff, traffic control and crossing guards and peer educators and to check the Blue Jay Journal for these opportunities.
- b. Areas of Focus
 - Branding/Housing. Met with Dez Squire from Michigan Roundtable. There will set up a display and presentation on housing in SE Michigan at the library for one week from December 11-17. There will be a speaker at the library on Monday, December 11th. We will need volunteers to help as guides for the exhibit. Training will be provided. McGhee said that all information on the speaker and exhibit will be forwarded to the committee prior to the event. Michigan Roundtable will also promote books about the exhibit and make books available to the library for loan. Beatrice will help with awareness in the schools. Sarah will provide a push on the City's platform for the exhibit and speaker.
 - Sarah also provided some samples of logos for the ARAC Committee members to review and provide feedback. The City's website is now ADA compliant as our web provider worked with us and the Rec center to address issues of non-compliance. The Library is working with their provider to bring their website into compliance as well.
 - There was also a discussion on further collaboration with schools. Committee members are currently working with Burton DEI and parents' group on a three-part on-line anti racist parenting workshop.
 - City Administration continues to work with ARAC members and our GARE membership on training for City Staff.

5. Other Business

None

6. Public Comments

None

7. Motion to adjourn by Dena, second by McGhee.

Ayes: Dena, Beaulieu, Edwards, McGhee

Nays: none

Absent: Kozlowski

Motion approved

Meeting adjourned at 8:01 PM

Chris Wilson, City Manager

Kate Beaulieu, Chairperson



CONSENT AGENDA #4g

Finance Department Memo

To: Honorable Mayor and City Commission

From: Ethan Haan, Finance Director

Date: January 10, 2024

Subject: Treasurer's Report November 2023

The cash and investment positions as of November 30th, 2023 are attached.

Winter property taxes were mailed out December 1st and are due February 14th. Delinquent 2023 taxes will be turned over to the Oakland County Treasurer's Office on March 1st, 2024. Property tax collection has gone smoothly so far this year.

Work on the budget for the 2024-2025 budget year has begun. Management has met with department heads to go over their needs for the year. The budget will be presented to the Commission at its April 16th meeting.

FINANCE REPORT - CASH POSITIONS

FUND	CURRENT INVESTMENTS	CURRENT CASH	TOTAL AVAILABLE
GENERAL FUND	4,094,462.02	2,334,707.85	6,429,170
MAJOR STREET FUND	553,907.75	(13,610.97)	540,297
LOCAL STREET FUND	5,115.28	51,037.42	56,153
ACT 345 PENSION FUND	(927.32)	568,101.44	567,174
RECREATION FUND	1,123,246.85	(273,429.54)	849,817
GWK DRAIN FUND	49,775.64	(354.87)	49,421
RACKHAM DEFENSE FUND	34,166.72	284.87	34,452
BUDGET STABILIZATION FUND	1,269,529.67	54,366.61	1,323,896
ELEVEN MILE - DEBT FUND	25,125.33	(53,094.68)	(27,969)
2010 UTGO DEBT	119,307.50	(80,750.93)	38,557
2012 UTGO DEBT	85,799.42	9,535.19	95,335
2014 UTGO DEBT	202,838.73	19,912.07	222,751
2017 UTGO DEBT	73,893.49	45,341.63	119,235
2019 UTGO DEBT	439,627.75	92,386.87	532,015
2020 CAPITAL IMP. BONDS	97,852.05	(451,305.31)	(353,453)
CAPITAL PLANNING FUND	1,079,846.29	(157,326.96)	922,519
SEWER CONSTRUCTION FUND	5,032,923.91	(1,243,356.58)	3,789,567
ROAD & SEWER CONSTRUCTION FUND	4,346,241.68	(1,443,029.18)	2,903,213
ROAD MAINTENANCE FUND	526,403.87	(133,989.16)	392,415
SANITATION FUND	88,481.49	393,436.31	481,918
WATER FUND	1,960,579.66	732,573.73	2,693,153
EQUIPMENT FUND	921,100.53	98,111.40	1,019,212
TRUST & AGENCY FUND	360,800.00	23,650.22	384,450
POST RETIREMENT FUND	772,439.31	98,188.30	870,628
TOTAL ASSETS - INVESTMENTS/CASH	23,262,538	671,386	23,933,923

FIDUCIARY (TRUSTEE)	AMOUNT INVESTED	PERCENT INVESTED	YIELD
MICHIGAN CLASS	10,769,755	45.12%	5.54%
OAKLAND COUNTY POOL- OPER	100,624	0.42%	1.78%
FIFTH THIRD SECURITIES	1,784,471	7.48%	1.10%
COMMERICA - J FUND - 4438	277,279	1.16%	4.46%
COMERICA SECURITIES - 2362	4,243,362	17.78%	2.64%
HUNTINGTON BANK	1,280,690	5.37%	1.20%
MULTIBANK SECURITIES	4,467,553	18.72%	2.20%
FLAGSTAR INVESTMENT ACCOUNT	267,190	1.12%	4.15%
FLAGSTAR BOND ACCOUNT	276,180	1.16%	4.15%
OAKLAND COUNTY BOND ACCOUNT	402,406	1.69%	2.00%
TOTAL INVESTMENTS	23,869,509	100.00%	
			3.71%
		CASH	671,386
		INVESTMENTS	23,262,538
		TOTAL	23,933,923

Agenda #1



City of Huntington Woods Feasibility Study Presentation

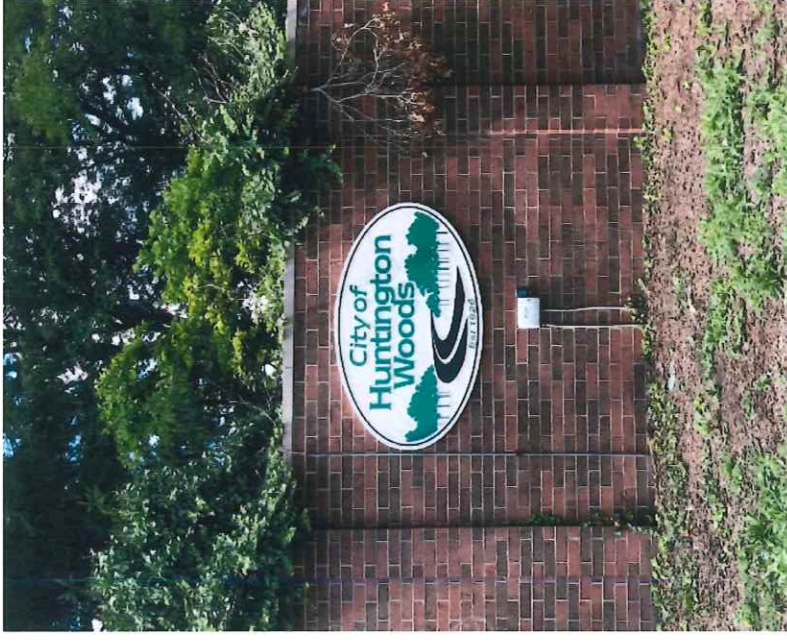
January 16, 2024



AGENDA

TOPICS TO DISCUSS

1. Accomplishments Thus Far
2. Energy Use
3. Benchmarking Facilities
4. Existing Conditions
5. List of ECMs
6. Proposed Improvements
7. Potential Grants and Funding
8. Potential Financing Scenarios
9. Next Steps
10. Questions / Comments



ACCOMPLISHMENTS THUS FAR

- 1) **October 3rd, 2021** – City of Huntington Woods (COHW) issues RFQ for Energy Savings Performance Contracting (ESPC) project through the MITN procurement system.
- 2) **October 21st, 2021** – COHW selects Veregy for ESPC project.
- 3) **November 17 thru December 3rd, 2021** – January 8th Veregy Engineer evaluates mechanical and electrical facility drawings to assess potential opportunities for improvements.
- 4) **December 21st, 2021 thru January 6th, 2022** – Veregy conducts COHW facility walkthroughs.
- 5) **December 28th, 2022** – Veregy deploys and installs Intelligent Data Gathering Devices (IDGD's) into COHW facilities to learn and discover how systems are operating throughout the City buildings.
- 6) **January 8th, 2022** – Veregy meets with COHW DPW Director to discuss automated water meter reading opportunity.
- 7) **January 6th, 2022** – Veregy identifies need to perform 2 phases of the project critical items in phase one that need immediate attention and the longer energy savings and capital replacement items not as urgent included in phase two.
- 8) **January 19th, 2022** – Veregy develops bidder walkthrough plan for phase one items City Hall HVAC/Asbestos/Healthy Building Improvements, Pool Improvements, and backup generator installation.
- 9) **January 28th, 2022** – Veregy devises Diversity Equity and Inclusion (DEI) Bidding Plan.
- 10) **February 18th, 2022** – Veregy met with MML State of Michigan Coalition to understand their State of Michigan lobbying effort for the \$5.3 billion in American Rescue Plan Act (ARPA) funding that will be made available to various constituents to accomplish the ARPA goals. These potential grants could help the COHW.
- 11) **March 15th, 2022** – Veregy recovers Intelligent Data Gathering Devices and enters data into our software and Energy Baseline development tool.
- 12) **March 22** – Veregy requests meeting to discuss project status with new City Manager & Staff.
- 13) **July 5th thru August 15th, 2022** – Veregy meets with newly appointed Finance Director, Ethan Haan to gather additional Operational Expenses.
- 14) **August 18, 2022** – Veregy presents to Environmental Sustainability Committee.
- 15) **September 26, 2023** – Veregy review of final presentation with City Manager & Staff.
- 16) **November 2023** – Veregy meeting to review scheduling of presentation to City Commission.

City Sustainability Plan Goals

GOAL 1: IMPROVE MUNICIPAL BUILDING PERFORMANCE.

GOAL 2: IDENTIFY AND IMPLEMENT CLEAN ENERGY PROJECTS.

GOAL 3: INCREASE ENERGY EFFICIENCY AND RENEWABLE ENERGY FUNDING THROUGH INTERNAL AND EXTERNAL SOURCES.

GOAL 4: ESTABLISH A REVOLVING ENERGY FUND

GOAL 5: ESTABLISH AN ENERGY MANAGER POSITION.

GOAL 6: AMEND THE ENVIRONMENTAL ADVISORY COMMITTEE BYLAWS TO INCLUDE ENERGY CONSIDERATIONS AS PART OF ITS SCOPE.

GOAL 7: PROMOTE AND STRENGTHEN ENERGY MANAGEMENT POLICIES AND PROCEDURES.

GOAL 8: IMPROVE KNOWLEDGE OF ENERGY MANAGEMENT AND SUSTAINABLE DESIGN AMONG CITY STAFF AND APPOINTED AND ELECTED OFFICIALS.

GOAL 9: IMPROVE THE DATA-DRIVEN APPROACH TO MANAGING ENERGY USAGE.

GOAL 10: ESTABLISH A PROCESS TO ANALYZE DATA TO DETERMINE ENERGY USE TRENDS AND BILLING ERRORS.

GOAL 11: IMPROVE COMMUNICATIONS WITH FACILITY MANAGERS, UTILITY PROVIDERS, AND RELEVANT CONTRACTORS TO RESOLVE ISSUES QUICKLY.

GOAL 12: IMPROVE ENERGY AND SUSTAINABILITY-RELATED COMMUNICATION RESOURCES.

GOAL 13: PROMOTE AND SHARE ENERGY REDUCTION ACHIEVEMENTS WITH STAFF AND RESIDENTS.

ELECTRIC Consumption and Costs

Utilities Summary

Customer: Huntington Woods
 Utility Provider: City of HW (Water), DTE (Electric), Consumers Energy (Gas)
 Fuel: Water, Electric, Gas
 Years: 2020, 2021
 Months: Nov - Oct

#	SITE NAME	SERVICE ADDRESS	YEAR	WATER VOLUME CCF	TOTAL CHARGE \$	RATE \$/CCF	ELECTRIC VOLUME kwh	TOTAL CHARGE \$	RATE \$/kwh	GAS Volume Mcf	TOTAL CHARGE \$	RATE \$/Mcf	TOTAL CHARGES \$	NOTES
1	City Hall	26815 Scotia Rd	'20 - '21	238	\$3,637	\$15.28	40,857	\$3,309	\$0.08	417	\$3,071	\$7.37	\$10,017	Electric dates '21-'22
2	Public Safety	12755 W 11 Mile Rd	'20 - '21	70	\$1,083	\$15.48	67,240	\$3,661	\$0.05	461	\$3,883	\$8.42	\$8,628	
	Public Works 1	12779 W 11 Mile Rd	'20 - '21	20	\$310	\$15.51	27,654	\$4,434	\$0.16	563	\$4,496	\$7.99	\$9,241	
4	Public Works 2 / Yard	1801 W 11 Mile Rd	'20 - '21	28	\$504	\$18.00	0	\$304		-	\$180		\$987	
5	Library	26415 Scotia Rd	'20 - '21	60	\$919	\$15.31	99,520	\$4,954	\$0.05	514	\$4,273	\$8.32	\$10,146	
6	Library 2 / Rm 1	26415 Scotia Rd	'20 - '21				4,485	\$828	\$0.18	-			\$828	
7	Recreation Center 1	26325 Scotia Rd	'20 - '21	140	\$2,150	\$15.35	230,080	\$10,761	\$0.05	2,134	\$14,068	\$6.59	\$26,979	
8	Recreation Center 2 / Pool	26325 Scotia Rd	'20 - '21	3,110	\$47,897	\$15.40	67,909	\$9,085	\$0.13	1,300	\$9,867	\$7.59	\$66,849	
9	Tennis Courts	8725 W 11 Mile Rd	'20 - '21				3,268	\$589	\$0.18	-			\$589	
10	Scotia Park	26820 Scotia Rd	'20 - '21	30	\$536	\$17.87	80	\$209	\$2.61	-			\$745	
11	Gordon Hassig Senior Park	12726 Kingston	'20 - '21				3,954	\$753	\$0.19	-			\$753	
12	Alligator Park	8621 Nadine Ave	'20 - '21	42	\$712	\$16.94	45	\$185	\$4.11	-			\$897	
TOTAL				3,738	\$57,747	\$15.45	545,092	\$39,073	\$0.07	5,389	\$39,838	\$7.39	\$136,658	
SOCWA TOTAL				34,752	\$386,305	\$11.12								

Summary

> Over \$136k / Year
 Total Utility Spend

> Average Rates
 \$0.07 per kWh
 \$7.39 per Mcf
 \$15.45 per CCF

BENCHMARKING

City of Huntington Woods' Buildings

Energy Star® Benchmarking compares energy use per metric between similar facilities ... such as for buildings in municipal buildings compared to U.S. National median reference values.

EUI BENCHMARKING

#	SITE NAME	BUILDING AREA sf	ENERGY CONVERSION				ENERGY STAR ¹ BENCHMARK	
			GAS VOLUME kBtu	ELECTRIC VOLUME kBtu	TOTAL ENERGY kBtu	BUILDING EUI kBtu/ft ²	EUI kBtu/ft ²	PEER GROUP Classification
1	City Hall	10,400	425,136	139,403	564,539	54.3	52.9	Office
2	Public Safety	6,600	470,322	229,423	699,745	106.0	63.5	Police/Fire Station
3	Public Works	7,000	574,158	94,355	668,513	95.5	47.9	Repair Services
4	Library	13,200	523,872	354,865	878,737	66.6	71.6	Library
5	Recreation Center	40,200	2,177,088	785,033	2,962,121	73.7	50.8	Recreation

1. Energy Star Portfolio Manager - Technical Reference, see Enclosure 1.



EXISTING CONDITIONS

City Hall

- HVAC Air Handling Systems is residential in nature but are expected to operate in a capacity to provide commercial-type operating functions. Residential units are not rated to operate with fans energized in constant operation. Constant ventilation to occupants is required by Code during operating hours. [\[Picture 1\]](#)
- Air Conditioning Condensing Unit is aged and past its service life. [\[Picture 2\]](#)
- Corroded Return Ductwork of the Furnace serving the Main Floor has fractured opening ingesting Return Air from Mechanical Room where dust is present. [\[Picture 4\]](#)



Picture 1 – HVAC Unit



Picture 2 – AC Unit

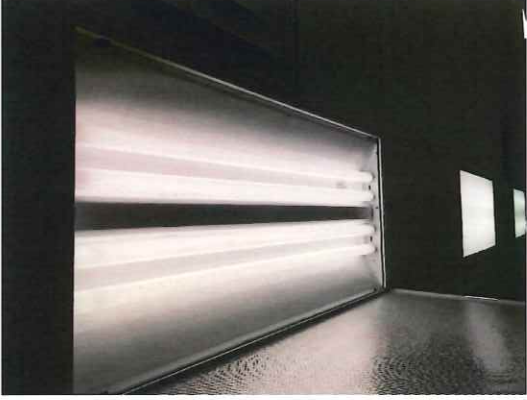


Picture 3 – Pipe w/Crumbling Insulation



Picture 4 – Rusted Ductwork w/Opening

EXISTING CONDITIONS T8 & T12 FLUORESCENT LIGHTING

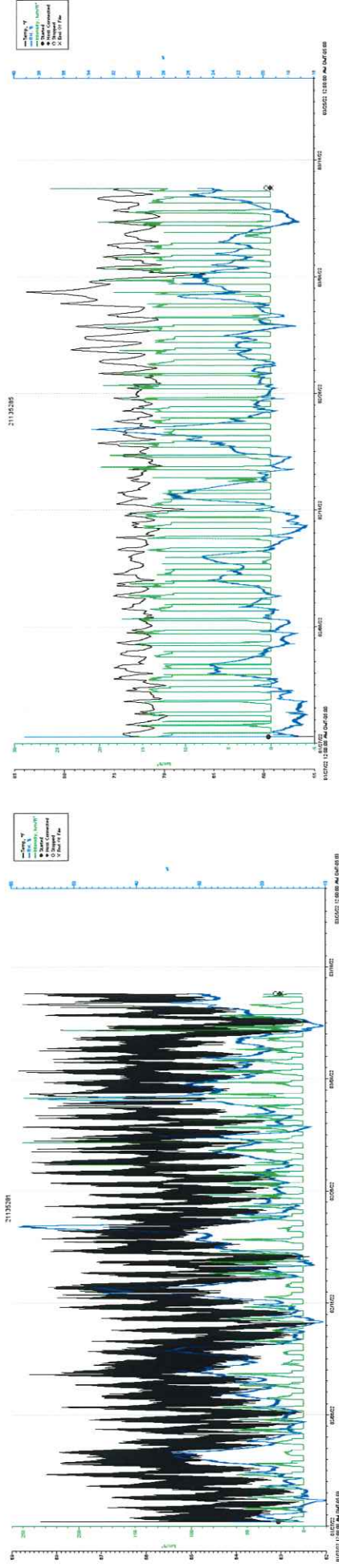


Previous generation Lighting Systems comprised primarily of T8 & T12 Fluorescent Bulbs and Electronic & Magnetic Ballasts have matured near or at their Service Life Expectancy. Evidence with increasing bulb and ballast maintenance.

EXISTING OPERATIONS DATA GATHERING



Intelligence Data Gathering Devices (IDGD's) were deployed throughout the City Buildings to gather baseline operating conditions. This gathering of empirical data avails for accurate assessment of current conditions, hours of operations, varying temperatures and to gain a full understanding of other conditions within a building.



Recreation Center / Gymnasium

- Room Temp °F (65, 62, 69), (avg, min, max)
- Relative Humidity % (21, 10, 59), (avg, min, max)
- Lights-On **54%** of the time

Library / Main Floor, Book Shelving Area

- Room Temp °F (73, 55, **84**), (avg, min, max)
- Relative Humidity % (21, 16, 39), (avg, min, max)
- Lights-On **52%** of the time

PROPOSED IMPROVEMENTS By Site

SCOPE SUMMARY - PRELIMINARY CITY OF HUNTINGTON WOODS

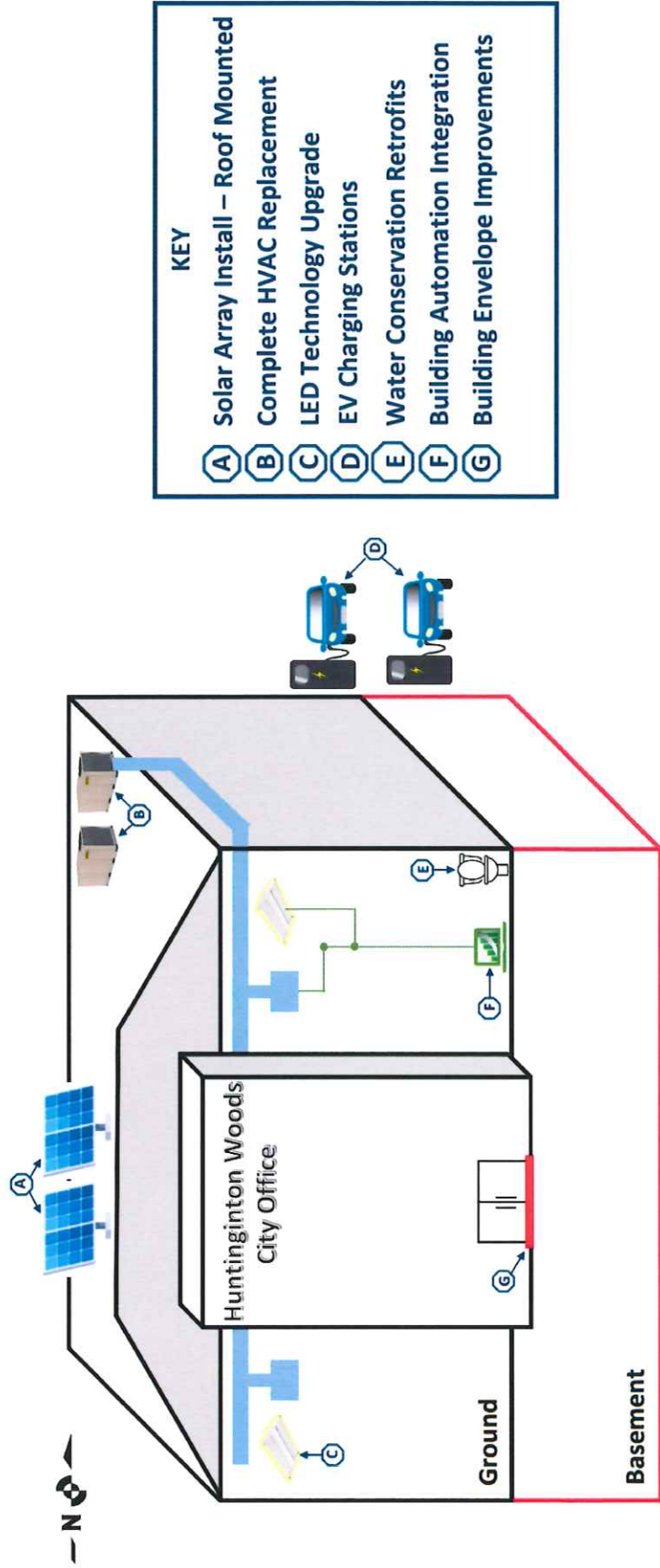
BUILDING (FACILITY OR SITE)	LED TECHNOLOGY UPGRADE	WATER CONSERVATION RETROFITS	BUILDING ENVELOPE TUNE-UP	SOLAR ARRAY INSTALLATION	BUILDING AUTOMATION INTEGRATION	HVAC REPLACEMENT	BOILER PLANT REPLACEMENT	HVAC SYSTEMS ZONING TUNE UP	INFRARED TUBE HEATER INSTALLATION	EMERGENCY GENERATOR INSTALLATION	SWIMMING POOL TECHNOLOGIES RETROFIT	WATER METER REPLACEMENT PROGRAM	WATER METER REPLACEMENT & AUTOMATIC METER READING (AMR) PROGRAM	EV CHARGING STATION OPPORTUNITIES
CITY HALL	X	X	X	X	X	2								X
PUBLIC SAFETY	X	X	X	X	X	3	X	4, 5						X
PUBLIC WORKS	X	X	X	X	X				X					X
LIBRARY	X	X	X	X	X	3		4						X
RECREATION CENTER	X	X	X	X	X	3	X	4		X	X			X
TENNIS COURTS	X													
SCOTIA PARK	X													
GORDON HASSIG SENIOR PARK	X													
ALLIGATOR PARK	X													
CITY WIDE	1											X	X	

Notes:

1. City Street Light LED Retrofit.
2. Complete HVAC Replacement.
3. Select HVAC and/or RTU Replacements.
4. Retrofit HVAC Zones to address distinct thermal zones, airside HVAC.
5. Retrofit HVAC Zones to address distinct thermal zones, hot water perimeter heating.

LIST OF ECM ENERGY CONSERVATION MEASURES

#	ECM NAME	DESCRIPTION OF EXISTING CONDITIONS	ECM DESCRIPTION
1	LED Technology Upgrade	Most if not all buildings have T8 fluorescent lamps w/electronic ballasts.	Replace all light fixtures with LED lights, LED retrofit kits, or LED lamps. This will reduce maintenance costs, provide better lighting quality, and superior energy efficiency.
2	Water Conservation Retrofits	Aged Domestic Water Fixtures with High Volume Water Consumption	Replace and/or Retrofit existing domestic water fixtures w/high performing, low water consuming fixtures.
3	Building Envelope Tune-Up	Observed many areas of exfiltration, large gaps at doorways, and failing caulk and door sweeps and window seals.	Improve building penetration by installing premium quality door sweeps, perform caulking maintenance, spray foam large gaps and install batt (or equivalent) insulation as instant solar arrays on roof or grade. This measure will have a reduction of purchased electricity, reduce carbon footprint and provide a positive "green" stewardship to the building.
4	Solar Array Installation	The City has not installed any Solar Arrays or existing Solar Arrays are non-functioning.	Combine all Building Controls Systems onto a common platform for ease of use.
5	Building Automation Integration	Existing Building Controls Systems are on separate Interface Platforms	Replace select HVAC Units. This measure will replace equipment near or beyond its service life, provide reliable operations, and reduce service & energy consumption.
6	HVAC Replacement	Existing HVAC Units are aged, energy inefficient are frequently serviced.	Replace existing with modular, energy efficient boilers.
7	Boiler Plant Replacement	Existing Boilers are aged, serviced frequently & are energy inefficient.	Retrofit new HVAC Zones via new piping, control valves & controls and/or new ductwork, dampers and controls.
8	HVAC Systems Zoning Tune -Up	Uneven temperatures caused by over & under heating and over & under cooling at specific areas within the building.	Replace Unit Heaters with new energy efficient, Infrared Tube Heaters to heat slab floor heat sink and surround heavy objects. Even heat will maintain comfort even when doors are opened.
9	Infrared Tube Heater Installation	Existing Unit Heaters provide adequate heat for space, however lose heat when overhead doors are opened. Inefficient when doors are opened often which discourages proper ventilating when required.	Install an Emergency Generator to provide seamless power in the event of a power outage for the Entire Recreation Center (excluding pool).
10	Emergency Generator Installation	No back-up power is available during a power outage.	Introduce VFD Technology & On-Demand Switching to pumping systems and replace aged pumps & assemblies. Modernize Pool Chemical Systems.
11	Swimming Pool Technologies Retrofit	Pool Systems are operating adequately with opportunities for improvement.	Replace aging and inaccurate water meters with new modern meters with AMR technologies.
12	Water Meter Replacement & Automatic Meter Reading (AMR) Program	Approximately 2/3 of Water Meters throughout the City are in need of replacement and modernization.	Introduce new EV Charging Stations at select location capitalizing on Point-of-Use Solar generated electricity.
13	EV Charging Station Opportunities	The City has no installed EV Charging Stations available for their residents, visitors or staff.	



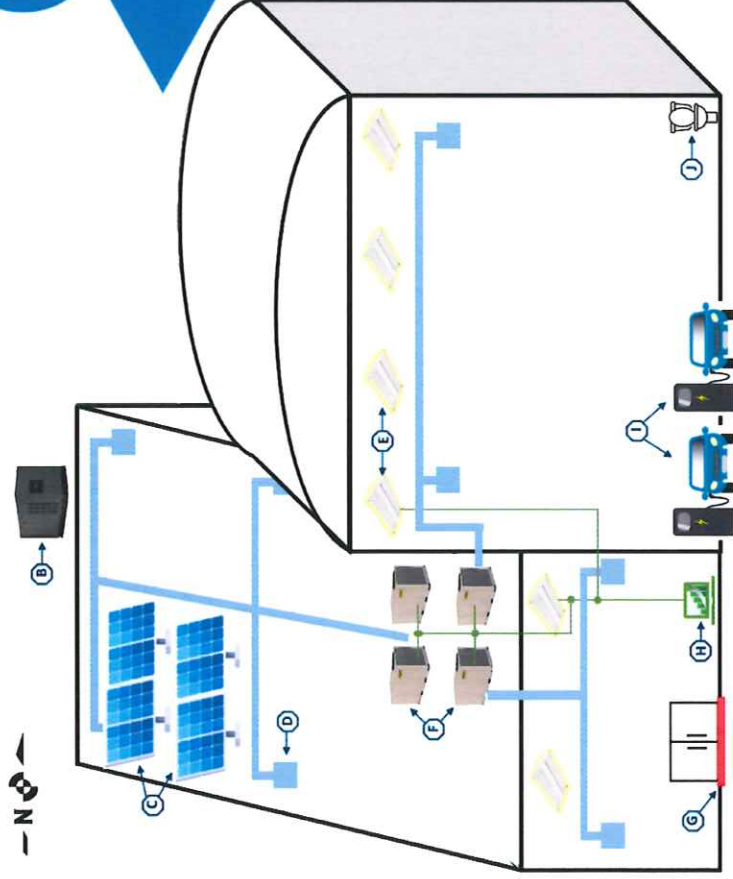
CITY HALL

PROPOSED MEASURES

Master Plans - HVAC



Swimming Pool



KEY	
(A)	Swimming Pool Technologies Retrofit
(B)	Emergency Generator Installation
(C)	Solar Array Install – Roof Mounted
(D)	HVAC Zoning Tune-Up
(E)	LED Technology Upgrade
(F)	Select Roof Top Unit Replacements
(G)	Building Envelope Improvements
(H)	Building Automation Integration
(I)	EV Charging Stations
(J)	Water Conservation Retrofits

RECREATION CENTER

POTENTIAL ECM's

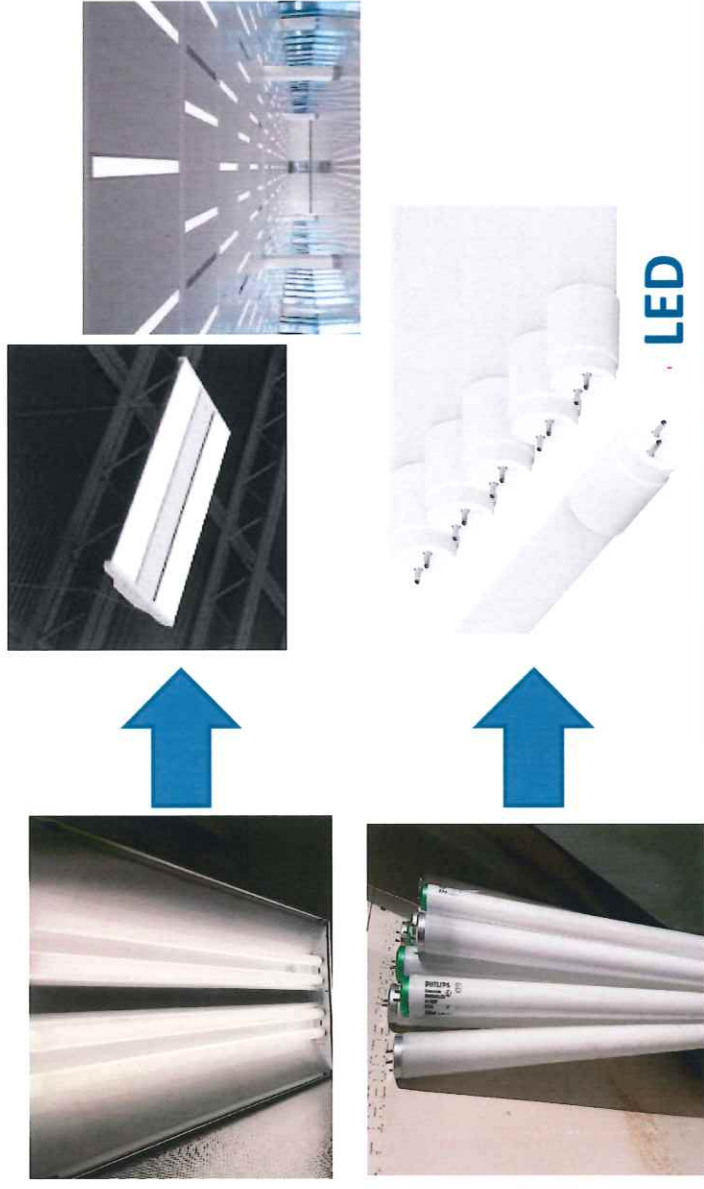
Lighting: LED Lighting Upgrades

Cost: \$161,000

Scope:

- **Buildings:**
 - City Hall
 - Public Safety
 - Public Works
 - Library
 - Recreation Center
- **Parks:**
 - Tennis Courts
 - Scotia Park
 - Gordon Hassig Senior Park
 - Alligator Park
- **Streetlights:**
 - City Wide

Funding & 20 Year Savings: \$479,225



POTENTIAL ECM's

Solar: Install Solar Arrays

Cost: \$1,150,000

Scope:

•Roof Mounted Solar Arrays:

- City Hall
- Public Safety
- Public Works
- Library
- Recreation Center

Federal Funding & 25 Year Savings: \$1,271,500

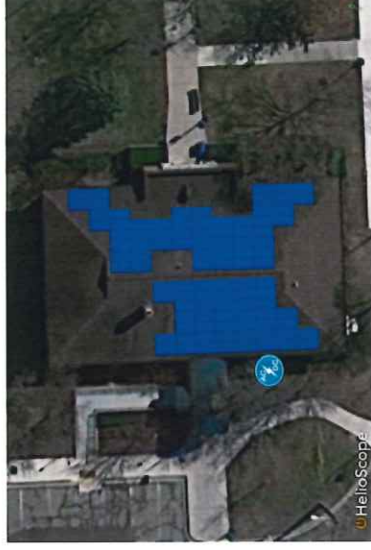


Image 1: City Hall, Grade Mounted, 36 kw Solar Array



Image 2: DPW, Roof Mounted, 20 kw Solar Array



Image 3: Recreation Center, Roof Mounted, 100 kw Solar Array



Image 4: Library, Roof Mounted, 50 kw Solar Array

POTENTIAL ECM's

HVAC: HVAC, Controls, Back Up Generator, Building Envelope

Cost: \$1,881,850

Funding & 20 Year Savings: \$2,186,600

Scope:

•City Hall:

- Complete HVAC Upgrade
- Controls
- Building Envelope

•Public Safety:

- Air Handling Units
- Rooftop Units
- Condensing Unit
- Boiler
- Controls
- Building Envelope

•Public Works:

- Infrared Heaters
- Controls
- Building Envelope

•Library:

- Air Handling Units
- Controls
- Building Envelope

•Recreation Center:

- Rooftop Units
- Controls
- Back Up Generator
- Building Envelope



Image 1: Roof Top Unit



Image 2: Boiler/Furnace



Image 3: Backup Generator

POTENTIAL ECM's

Water Conservation: Swimming Pool Upgrades & Water Meter Replacements

Cost: \$1,813,850

Funding & 20 Year Savings: \$4,624,611

Scope:

- **Swimming Pool Upgrades:**
 - VFD Pumps
 - Chemical Feed System
 - Pool Control System
 - Chlorine Storage
- **Water Meter Replacement:**
 - City Wide



Image 1: Smart Pool Controller



Image 2: VFD Pump & Drive



Image 3: Automated Meter Reading

POTENTIAL Self Funding Model

The self-funding model indicates over \$238,000 in annual savings.

Cost Center	Current Expenditures	Current Receivables	Proposed State with Veregy	Funding Stream
Capital Cost Avoidance, ₁	\$29,009		\$4,369	\$24,640
Utility Expenditures ₂	\$136,658		\$104,951	\$31,707
Maintenance, Repairs, Materials & Supplies ₃	\$126,754		\$79,385	\$47,369
Street Lightings ₅	\$65,628		\$54,024	\$11,603
SOCWA Water Meter Expenditures ₂	\$399,650		\$399,650	\$0
City Water Meter Receivables ₄		\$2,890,594	\$3,014,204	\$123,610
TOTALS	\$757,698	\$2,890,594		\$238,929
Available Operational Funds				
				\$238,929

Notes:

1. Capital Cost Avoidance, annualized over 20 years.
Refer to Cost Avoidance Analysis, Attachment 1.
2. Refer to Utility Total & Summaries, Slide 5
3. Refer to Line Item Budget Summary, Enclosure 3.
4. Refer to History Register Data Summary, Enclosure 4.
5. Based on Dec. '21, DTE Invoices & Quotation.

POTENTIAL

Cash Flow Factors

FACTORS

Duration (years)

Escalation

Interest Rate

20
5.00%
4.3%

PROJECT COST

FIRST YEAR SAVINGS

Energy & Water

Street Lighting

City Water Meter Receivables

Total

\$31,707
\$11,603
\$123,610
\$166,921

\$5,085,192

IRA DIRECT PAY

40% less 15% (tax exemp bond financing)

Operational

Capital Cost Avoidance

Maintenance & Outside Contractors

Total

\$24,640
\$47,369
\$72,009

\$ 391,000.00

\$5,085,192

DEBT SERVICE

POTENTIAL

Cash Flow

YEAR	ANNUAL PAYMENT	MEASUREMENT & VERIFICATION REPORTING	INFLATION REDUCTION ACT - DIRECT PAY - ESTIMATED	SAVINGS			ANNUAL NET CASH FLOW	CUMULATIVE NET TOTAL
				ENERGY	OPERATIONAL	TOTAL		
0	\$0			\$83,460	\$36,004	\$119,464	\$119,464	\$119,464
1	\$384,184	\$5,000	\$391,000	\$166,921	\$72,009	\$238,929	\$240,745	\$360,210
2	\$384,184	\$5,250		\$175,267	\$75,609	\$250,876	(\$138,558)	\$221,652
3	\$384,184	\$5,513		\$184,030	\$79,389	\$263,419	(\$126,278)	\$95,374
4	\$384,184	\$5,789		\$193,232	\$83,358	\$276,590	(\$113,383)	(\$18,009)
5	\$384,184	\$6,078		\$202,894	\$87,526	\$290,420	(\$99,842)	(\$117,851)
6	\$384,184			\$213,039	\$91,902	\$304,941	(\$79,243)	(\$197,094)
7	\$384,184			\$223,691	\$96,497	\$320,188	(\$63,996)	(\$261,090)
8	\$384,184			\$234,876	\$101,322	\$336,198	(\$47,986)	(\$309,076)
9	\$384,184			\$246,620	\$106,388	\$353,008	(\$31,176)	(\$340,252)
10	\$384,184			\$258,951	\$111,707	\$370,658	(\$13,526)	(\$353,778)
11	\$384,184			\$271,899	\$117,292	\$389,191	\$5,007	(\$348,771)
12	\$384,184			\$285,494	\$123,157	\$408,651	\$24,467	(\$324,304)
13	\$384,184			\$299,769	\$129,315	\$429,084	\$44,900	(\$279,404)
14	\$384,184			\$314,757	\$135,781	\$450,538	\$66,354	(\$213,050)
15	\$384,184			\$330,495	\$142,570	\$473,065	\$88,881	(\$124,169)
16	\$384,184			\$347,020	\$149,699	\$496,719	\$112,535	(\$11,634)
17	\$384,184			\$364,371	\$157,184	\$521,555	\$137,371	\$125,737
18	\$384,184			\$382,590	\$165,043	\$547,633	\$163,449	\$289,186
19	\$384,184			\$401,720	\$173,295	\$575,015	\$190,831	\$480,017
20	\$384,184			\$421,806	\$181,960	\$603,766	\$219,582	\$699,599
TOTALS				\$5,602,902	\$2,417,007	\$8,019,909	\$699,599	\$699,599

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DE&I Diversity Equity & Inclusion Plan



West Region hosts DE&I speaker for all of Veregy

Clarence Anthony, former 24-year Mayor of a prominent Florida city and current CEO and Executive Director of the National League of Cities, spoke to Veregy employees.

7/5/2022 3:00 PM by Julie Dowdell Views 45 Comments 0



Former NBA Star Visits Ohio Site!

Lawrence Funderburke, former NBA player for the Sacramento Kings and the Chicago Bulls, spoke at the Columbus, Ohio Veregy location.

6/14/2022 2:20 PM by Julie Dowdell Views 44 Comments 0



Meet your Regional DE&I Council Members!

All three Veregy regions have established DE&I councils and are moving out on DE&I related activities and events! Take a peek at who is representing your region!

5/19/2022 12:00 PM by Julie Dowdell Views 148 Comments 0

COHW Project DEI Construction & Subcontractor Engagement Plan:

- Access & Solicit Oakland & Wayne County Communities (& Southeast MI) for qualified MBE, WBE, SBE, DBE Contractors & Suppliers.
- Actively seek trade partners with DE&I Corporate Policies.
- Remain Transparent and Accountable with Communication & Action.



POTENTIAL

Grants and Funding

- Building and Wastewater Improvements
 - Tax Exempt Lease Purchase (TELP) Public Act 119 2016
- Funding thru active Federal Grants (American Rescue Plan Act – ARPA)
- Funding thru a recent signing into law, the Inflation Reduction Act
- Funding thru future Federal Grants (Infrastructure, Investment and Jobs Act)
- Funding thru Utility Rebates

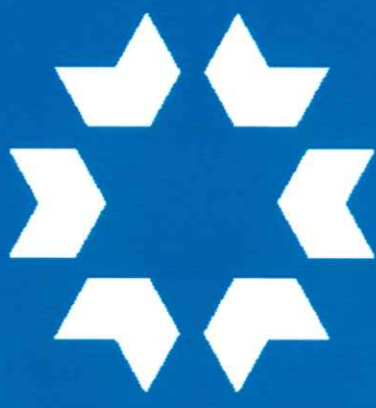
PROJECT Benefits

- ❑ Proactive Asset Management
- ❑ Environmentally and Fiscally Responsible
- ❑ Better Maintenance Practices for City Infrastructure
- ❑ Future-Proof City Assets for Longevity and Resiliency
- ❑ Promotes Economic Development

Questions?

WU  VEREGY?

For your energy savings projects ...



Act No. 119
Public Acts of 2016
Approved by the Governor
May 19, 2016
Filed with the Secretary of State
May 19, 2016
EFFECTIVE DATE: August 17, 2016

STATE OF MICHIGAN
98TH LEGISLATURE
REGULAR SESSION OF 2016

Introduced by Rep. Pucholka

ENROLLED HOUSE BILL No. 4990

AN ACT to amend 1900 PA 279, entitled "An act to provide for the incorporation of cities and for revising and amending their charters; to provide for certain powers and duties; to provide for the levy and collection of taxes by cities, borrowing of money, and issuance of bonds or other evidences of indebtedness; to validate actions taken, bonds issued, and obligations heretofore incurred; to prescribe penalties and provide remedies; and to repeal acts and parts of acts on specific dates," by amending section 3 of MCL 147.50, as amended by 2002 PA 291.

The People of the State of Michigan enact:

Sec. 3. (1) The legislative body of a city may provide by resolution for the acquisition or financing of energy conservation improvements to be made to city facilities or infrastructure and may pay for the improvements or the financing or refunding of the improvements from the general fund of the city or from the savings that result from the energy conservation improvements. Energy conservation improvements may include, but are not limited to, heating, ventilating, or air-conditioning system improvements, fenestration improvements, roof improvements, the installation of any insulation, the installation or repair of heating, ventilating, or air-conditioning controls, entrance or exit way closures, information technology improvements associated with an energy conservation improvement, and municipal utility improvements associated with an energy conservation improvement.

(2) The legislative body of a city may acquire, finance, or refund 1 or more of the energy conservation improvements described in subsection (1) by installment contract, which may include a lease-purchase agreement described in subsection (b), or may borrow money and issue notes for the purpose of securing funds for the improvements or may enter into contracts in which the cost of the energy conservation improvements is paid from a portion of the savings that result from the energy conservation improvements. These contractual agreements may provide that the cost of the energy conservation improvements are paid only if the energy savings are sufficient to cover their cost. An installment contract, a lease-purchase agreement described in subsection (b), or notes issued pursuant to this subsection shall extend for a period of time not to exceed 20 years from the date of the final completion of the energy conservation improvements or the useful life of the aggregate energy conservation improvements, whichever is less. Notes issued pursuant to this subsection shall be full faith and credit, tax limited obligations of the city, payable from tax levies and the general fund as pledged by the legislative body of the city. The notes shall be subject to the revised municipal finance act, 2001 PA 34, MCL 141.2101 to 141.2921. A lease-purchase agreement issued pursuant to this subsection shall not be subject to the revised municipal finance act, 2001 PA 34, MCL 141.2101 to 141.2921, and shall not be a municipal security or a debt as those terms are defined in that act. This subsection does not limit in any manner the borrowing or bonding authority of a city as provided by law.

(3) Prior to entering into a contract for energy conservation improvements under this section, the legislative body of a city shall determine the following information and, within 60 days of the completion of the improvements, shall report the following information to the Michigan public service commission:

(a) Name of each facility to which an improvement is made and a description of the energy conservation improvement.

(b)

(b) Actual energy consumption during the 12-month period before commencement of the improvement.
(c) Project costs and expenditures, including the total of all lease payments over the duration of the lease-purchase agreement.

(d) Estimated annual energy savings, including projected savings over the duration of the installment contract.

(4) If energy conservation improvements are made as provided in this section, the legislative body of a city shall report to the Michigan public service commission, by July 1 of each of the 5 years after the improvements are completed, only the actual annual energy consumption of each facility to which improvements are made. The forms for the reports required by this section shall be furnished by the Michigan public service commission.

(b) An installment contract described in this section may include a lease-purchase agreement, which may be a multiyear contractual obligation that provides for automatic renewal unless positive action is taken by the legislative body to terminate that contract. Payments under a lease-purchase agreement shall be a current operating expense subject to annual appropriations of funds by the legislative body and shall obligate the legislative body only for those sums payable during the fiscal year of contract execution or any renewal year thereafter. The legislative body may make payments under a lease-purchase agreement from any legally available funds or from a combination of energy or operational savings, capital contributions, future replacement costs avoided, or billable revenue enhancements that result from energy conservation improvements, provided that the legislative body has determined that those funds are sufficient to cover, in aggregate over the full term of the contractual agreement, the cost of the energy conservation improvements. The lease-purchase agreement will terminate immediately and absolutely and without further obligation on the part of the legislative body at the close of the fiscal year in which it was executed or renewed or at such time as appropriated and otherwise unobligated funds are no longer available to satisfy the obligations of the legislative body under the lease-purchase agreement. During the term of the lease-purchase agreement, the legislative body shall be the vested owner of the energy conservation improvements and may grant a security interest in the energy conservation improvements to the provider of the lease-purchase agreement. Upon the termination of the lease-purchase agreement and the satisfaction of the obligations of the legislative body, the provider of the lease-purchase agreement shall release its security interest in the energy conservation improvements.

Enacting section 1. This amendatory act takes effect 90 days after the date it is enacted into law.

This act is ordered to take immediate effect.



Clerk of the House of Representatives



Secretary of the Senate

Approved _____

Governor

LIFE CYCLE & COST AVOIDANCE ANALYSIS CITY OF HUNTINGTON WOODS

BUILDING	YEAR INSTALLED	GROSS AREA (SF)	EQUIPMENT DESCRIPTION	FUEL	MANUFACTURER	MODEL #	SERIAL #	AREAS SERVICED	QTY	CAPACITY (3)	ASHRAE SERVICE LIFE (2)	REMAINING SERVICE LIFE	PRORATED REPLACEMENT COST (\$)	2021 RSMEANS MECH D COST	2021 RSMEANS MECH PAGE #
City Hall	1955	10,400	Furnace, Twinned Set	Gas	Lennox	G24-200	S802A-70197	Main Floor	2	200 mbh	18	(2)	\$8,600	\$9,460	370
	2002		Gas	Gas	Lennox	G40JH368-090	5602E 01534	Main Floor	1	90 mbh	18	(2)	\$1,375	\$1,513	370
	2002		Cased Cooling Coil	DX	Lennox	C17-120-1		Main Floor	1	10 ton	20	(7)	\$6,525	\$7,178	371
	2002		AC Condensing Unit	Electric	Lennox	EL5120S4DS1Y		Main Floor	1	10 ton	20	0	\$6,525	\$7,178	371
	2014		Water Heater	Gas	Lochinvar			Building	1	40 gal	10	2	\$2,200	\$2,430	371
											17	(1)	\$25,225	\$27,748	
													\$19,100	\$21,010	364
Public Safety	1963	6,600	Boiler	Gas	Well McLain			Building	1	750 mbh	30	(29)	\$1,375	\$1,513	370
	1989		Air Handling Unit	Electric	Carrier	40RR-008-531	N981899	Main Floor	1	3200 cfm	25	(8)	\$5,200	\$5,720	301
	1989		Circulating Pump, Heating	Electric	Bell & Gossett			Building	1	5 hp	10	(23)	\$6,325	\$6,958	373
	1989		AC Condensing Unit, Roof	Electric	Carrier			Main Floor	1	8 ton	20	(13)	\$2,200	\$2,430	371
	2002		Water Heater	Gas				Building	1	40 gal	10	(10)	\$4,950	\$5,445	374
	2002		Infrared Tube Heater	Gas				Fire Truck Bays	2	120 mbh	13	(7)	\$39,150	\$42,065	
											17	(14)	\$1,375	\$1,513	370
Public Works	1963	7,000	Furnace	Gas	Bryant			Office	1	90 mbh	18	15	\$2,750	\$3,025	370
	2000		Unit Heater	Gas	Modine			Repair Bays	2	100 mbh	13	(9)	\$4,125	\$4,538	
											6	5	\$19,100	\$21,010	364
													\$5,200	\$5,720	301
													\$11,160	\$12,276	549
													\$18,600	\$20,460	389
													\$18,600	\$20,460	389
Library	1991	13,200	Boiler	Gas	Burnham			Building	1	684 mbh	30	(1)	\$1,375	\$1,513	370
	1991		Circulating Pump, Heating	Electric	Bell & Gossett			Building	1	5 hp	10	(21)	\$18,600	\$20,460	389
	1960		Air Handling Unit (AC-1a)	Electric	Worthington	SE UFX-154-26A	61E6SK-2027	Library, 1st N	1	3000 cfm	25	(37)	\$18,600	\$20,460	389
	1963		Air Handling Unit (AC-1b)	Electric				Hardy Room, S. Bmt, Gallery	1	4800 cfm	25	(34)	\$18,600	\$20,460	389
	1963		Air Handling Unit (AC-2)	Electric	Trane	CC 08		Main Library	1	4800 cfm	25	(34)	\$18,600	\$20,460	389
	2015		Air Handling Unit (AC-3)	Electric	Trane			Knox Room	1	4800 cfm	25	18	\$6,350	\$6,985	381
	2017		AC Condensing Unit, Grade	Electric	Carrier	3BAUZCBA0A5	1917C92906	AHU-1a	1	7.5 ton	20	15	\$4,950	\$5,445	374
Recreation Building	1973	40,200	Boiler, Heating	Gas	Crane			Building	1	40 gal	10	(10)	\$12,510	\$13,761	
	1973		Circulating Pump, Heating	Electric									\$23,903	\$26,293	364
	1973		Air Handling Unit, Multizone	Electric	Carrier	39CA 0100129	733910408	Lower Level	2	1.5 hp	10	(39)	\$6,000	\$6,600	301
	1998		Boiler, Domestic Water	Gas	Lochinvar	CPM751PM		Locker Room Areas	1	10 ton	25	(24)	\$21,100	\$23,210	366
	1998		Circulating Pump, Domestic Water	Electric	Bell & Gossett			Domestic Water	1	0.25 hp	10	(14)	\$1,775	\$1,953	301
	1999		Rooftop Unit, Heat & Cool	Electric-Gas	McQuay	RPS 050 CSA	5699E00374	Gym	1	50 ton	15	(8)	\$56,000	\$61,600	392
	1999		Rooftop Unit, Heat & Cool	Electric-Gas	Lennox	LGA 120S	5699D02722	Community Rms, Hall & Kitchen	1	8 ton	15	(8)	\$9,760	\$10,736	392
	1999		Rooftop Unit, Heat & Cool	Electric-Gas	Lennox	LGA 120S	5699D02722	Multipurpose Room, Interior	1	10 ton	15	(8)	\$12,200	\$13,420	392
	1999		Rooftop Unit, Heat & Cool	Electric-Gas	Lennox	LGA 120S	5699D02722	Multipurpose Room, Perimeter	1	10 ton	15	(8)	\$12,200	\$13,420	392
	1999		Rooftop Unit, Heat & Cool	Electric-Gas	Lennox	LGA 120S	5699D02722	Offices	1	10 ton	15	(8)	\$12,200	\$13,420	392
	1999		Rooftop Unit, Heat & Cool	Electric-Gas	Sterling	RYR-4X		Shower & Locker Areas	1	500 mbh	15	(8)	\$21,625	\$23,788	390
	1999		Circulating Pump, Filter	Electric				Pool	1	20 hp	15	(8)	\$10,100	\$11,110	301
	1999		Circulating Pump, Water Slide	Electric				Pool	1	15 hp	15	(8)	\$9,425	\$10,366	301
	1999		Circulating Pump, Water Fall	Electric				Pool	1	10 hp	15	(8)	\$9,425	\$10,366	301
	1999		Boiler, Pool Heater, Bubbler	Electric	Lochinvar			Locker Room Areas	2	1260 mbh	15	(8)	\$60,100	\$66,100	366
	1999		Water Heaters, Locker Room	Gas	Lochinvar			Locker Room Areas	1	800 gal	15	(8)	\$21,100	\$23,210	366
	1999		Storage Tank, Locker Room	Gas	Lochinvar			Locker Room Areas	1	800 gal	15	(8)	\$24,533	\$26,987	240
											17	(18)	\$346,421	\$381,063	
													\$580,174		

(1) Estimated capacities (listed in italics) are either based on ASHRAE Cooling Load Check Figures or General "Rule-of-Thumb" Engineering Principles.
(2) Service Life Data Source: "Estimates of Service Lives of Various System Components" - 2015 ASHRAE HVAC Applications Handbook. (Refer to Enclosure 2)
(3) Equipment Unit Replacement Costs have been referenced through Means Mechanical Cost Data 2021.
(4) Replacement cost adjusted for annual inflation (5%) at time of replacement.

Agenda #2

SEMCOG Delegate/Alternate Designation Form

The following official representatives have been designated to the SEMCOG General Assembly which meets three times per year:

DELEGATE: (the delegate must be an elected official)

Name: _____ Title: _____

Preferred E-mail: _____

(Please note: E-mail is our primary form of communication)

Preferred Mailing Address: _____

Phone: (include as many as you like)

Business/Office: _____

Home: _____

Mobile/Text: _____

ALTERNATE: (the alternate may be an elected official, staff, or individual selected by the member)

Name: _____ Title: _____

Preferred E-mail: _____

(Please note: E-mail is our primary form of communication)

Preferred Mailing Address: _____

Phone: (include as many as you like)

Business/Office: _____

Home: _____

Mobile/Text: _____

Completed by: _____ Date: _____

(Name and Title)



Agenda #3

City Clerk/HR Memo

To: City Commission

From: Heidi Barckholtz, City Clerk

Date: January 16, 2024

Subject: Gillham Recreation Center Polling Location

Recent legislation increased the precinct size maximum number of registered voters from 2,999 to 4,999. Currently, the City has 5600 registered voters in total. The Clerk's office has maintained five precincts with each precinct totaling approximately 1100 voters. Of those 5600 voters over 3000 residents vote by absentee ballot. The obvious step with the legislative change was to consolidate at least one precinct. This would reduce costs and eliminate the number of election workers needed. I combined precinct #3, located at City Hall with precinct #5 located at the Gillham Recreation Center to become a larger #3 which will be located at the Gillham Recreation Center. There will no longer be a polling place at City Hall. This change requires City Commission approval given Michigan Election Law.

Suggested Motion: Motion to approve the Gillham Recreation Center located in the City of Huntington Woods as a polling place for Precinct #3.



A RESOLUTION OF THE CITY OF HUNTINGTON WOODS TO
APPROVE THE GILLHAM RECREATION CENTER AS A POLLING LOCATION
FOR PRECINCT #3

Moved by and seconded by to approve the Gillham Recreation Center in Huntington Woods as a polling location for Precinct #3 so to consolidate Precinct #3 and Precinct #5.

Resolved this 16th day of January 16, 2024.

Upon said resolution being put to a vote, the City Commission voted thereon as follows:

Ayes:

Nays:

Absent:

The City Clerk thereupon declared said resolution adopted.

I, Heidi Barckholtz, duly appointed and qualified City Clerk for the City of Huntington Woods, Oakland County, Michigan do hereby certify that the foregoing resolution was adopted by the City Commission at a Meeting held on January 16, 2024 that public notice of said meeting was given pursuant to Act No. 267, Public Acts of Michigan, 1976.

Heidi Barckholtz, City Clerk

Old Precinct	New Precinct	Polling Location
#1 Lutheran Church		Lutheran Church 12935 W 11 Mile Rd. Huntington Woods, MI 48070
#2 Burton Elementary School		Burton Elementary School 26315 Scotia Rd. Huntington Woods, MI 48070
#3 City Hall	#3	Gillham Recreation Center Gym 26325 Scotia. Rd. Huntington Woods, MI 48070
#5 Gillham Recreation Center		
#4 Burton Elementary School		Burton Elementary School 26315 Scotia Rd. Huntington Woods, MI 48070



Agenda #4

Finance Department Memo

To: Honorable Mayor and City Commission

From: Ethan Haan, Finance Director

Date: January 12, 2023

Subject: Mid-Year Budget Amendments

The Uniform Accounting and Budgeting Act requires budgets to be amended on a periodic basis as needed to ensure that budgets remain balanced at year end. A review of our accounts through December 31st, 2023 has identified multiple adjustments. A detailed breakdown of these adjustments by fund and account is provided on the following page. Qualitative commentary on these adjustments is provided below:

Management is waiting on how winter will go to evaluate its road, sewer, and other funds for fiscal solvency. The third quarter budget amendments will feature more adjustments. The attached mid-year adjustments are what management deems necessary at this point in the fiscal year.

At this juncture, a small adjustment is needed to fully cover the cost of the annual audit and a larger adjustment is needed for higher spending on professional services than reasonably anticipated.

Suggested motion:

Moved by Commissioner _____ and seconded by Commissioner _____ to authorize the mid-year budget amendments presented for the fiscal year ending June 30th, 2024.

			Budget	Projected	Adjustment
<i>Expense</i>	Professional Services	101-172-802.000	\$ 85,000.00	\$ 122,500.00	\$ 37,500.00
<i>Revenue</i>	Current Taxes Collected	101-000-402.000	\$ 7,228,980.00	\$ 7,253,980.00	\$ 25,000.00
<i>Revenue</i>	Library Fines	101-000-658.000	\$ 2,500.00	\$ 15,000.00	\$ 12,500.00
<i>Expense</i>	Professional Services (Audit)	101-172-802.008	\$ 27,000.00	\$ 29,000.00	\$ 2,000.00
<i>Revenue</i>	Misc. Income	101-000-692.000	\$ 10,000.00	\$ 12,000.00	\$ 2,000.00



Agenda #5

A D M I N I S T R A T I V E O F F I C E S

Mayor Robert F. Paul
Mayor Pro-Tem Joe Rozell
City Manager Chris Wilson

Commissioner Jules B. Olsman
Commissioner Michelle Elder
Commissioner Jessica Steinhart

December 1, 2023

Mayor Bob Paul
Mayor Pro-Tem Joe Rozell
Commissioner Jules Olsman
Commissioner Michelle Elder
Commissioner Jessica Steinhart

Before you is a proposed sign ordinance revision. After discussions with Carol Rosati this project was drafted with goals to regulate temporary signs and clarify the types of signs, allowable duration, add graphics and generally update and make more user friendly and clear.

The project was introduced in September, worked on at a public meeting in October with the City Attorney's office present to answer questions and at a meeting on November 27, 2023 a Public Hearing was held and the Planning Commission voted unanimously with five members present to :

Approve recommendation of the revised sign ordinance to the City Commission for adoption.

Yeas: Kohn, Polan (Presiding Officer), Linden, Golembiewski, Guitierrez

Nays: None

Please feel free to reach out with any questions or concerns you may have.

Hank Berry - Zoning Administrator

Richard Polan- Vice Chair
Planning Commission

**CITY OF HUNTINGTON WOODS
ORDINANCE NO. _____**

AN ORDINANCE TO AMEND THE CITY OF HUNTINGTON WOODS CODE OF ORDINANCES, CHAPTER 40, ZONING, ARTICLE 2, SECTION 2.2, DEFINITIONS, TO REMOVE CERTAIN DEFINITIONS; AND ARTICLE 10, SITE DESIGN STANDARDS, SECTION 10.11, SIGNS, TO AMEND THE REGULATIONS PERTAINING TO SIGNS IN THEIR ENTIRETY; AND TO PROVIDE PENALTIES FOR VIOLATIONS THEREOF.

THE CITY OF HUNTINGTON WOODS ORDAINS:

Section 1. Amendment of Chapter 40, Article 2, Section 2.2.

Chapter 40, Article 2, Definitions, Section 2.2, Definitions is hereby amended to delete the definitions of "Sign" and "Sign Board" from the ordinance.

Section 2. Amendment of Chapter 40, Article 10.

Chapter 40, Zoning, Article 10, Site Design Standards, Section 10.11, Signs, shall be amended and replaced in its entirety to read as follows:

ARTICLE 10, SIGNS

A. Purpose and Intent

Signs may be erected or maintained in the City of Huntington Woods only as permitted by this article and subject to other restrictions contained in this Code. The sign regulations in this article are intended to balance the public and private interests and to promote a safe, well-maintained, vibrant, and attractive community while accommodating the need for signs to inform, direct, identify, advertise, advocate, promote, endorse, and otherwise communicate information. The sign regulations of this article are intended to ensure that signs are located, designed, sized, constructed, installed, and maintained in a way that protects and promotes safety, health, aesthetics, and the public welfare while allowing adequate communication. This section also contains provisions for art installations which may be regulated as a sign depending on the circumstances.

The following municipal interests are considered by the city to be compelling government interests. Each interest is intended to be achieved in a manner that represents the least restrictive means of accomplishing the stated interest, and in all events intended to promote an important government interest that would not be effectively achieved absent the regulation. Regulating the size and location of signage in the most narrowly tailored manner represents the least restrictive means of addressing the targeted government interests of avoiding nuisance-like conditions while maintaining and improving pedestrian and vehicular safety and efficiency; character and quality of life; economic development and property values; and property identification for emergency response and wayfinding purposes.

- (1) Pedestrian and Vehicular Safety.** Maintaining pedestrian and vehicular safety are predominant and compelling government interests throughout the city, with particular emphasis on the safety of pedestrians. The sidewalk network provides facilities for pedestrians in the city even in automobile-oriented commercial and non-residential areas.

The city recognizes that pedestrian traffic in the commercial areas leads to retail sales, and it serves a variety of business, entertainment, government, and residential uses in the districts. In addition, the city also accommodates automobile-oriented businesses and other land uses that generate motor vehicle trips.

Since most signage is intended and designed to attract the attention of operators of motor vehicles, thereby creating distractions from vigilance for traffic and pedestrian safety, this ordinance is intended to regulate signs such as to reduce such distractions and, in turn, reduce the risk for crashes, property damage, injuries, and fatalities, particularly considering the rate of speed at which the vehicles are traveling in these districts.

- (a) The city encourages signage that will inform pedestrians regarding their desired locations without conflicting with other structures and improvements in these districts, while concurrently allowing effective signage for motorists. These interests are legitimately supported by limiting the maximum size of signage, providing setbacks where relevant, and specifying minimum-sized characters for efficient perception by motorists and pedestrians, while minimizing distractions that could put pedestrians at risk.
- (b) In some circumstances, adjusting the size, setback, and other regulations applicable to signage may be important to avoid confusion and promote clarity where vehicular speeds vary on busy thoroughfares.
- (c) In multi-tenant buildings and centers, it is compelling and important to provide distinct treatment with a gradation of regulation for individual identification depending on base sign size, amount of road frontage, and the like, all intending to provide clarity to alleviate confusion and thus additional traffic maneuvers, provide a minimum size of characters to allow identification, and maintain maximum-sized overall signage to prevent line-of-sight issues.
- (d) Maximum size and minimum setback of signage is compelling and important to maintain clear views for both traffic and pedestrian purposes.

(2) Character and Quality of Life. Achieving and maintaining attractive, orderly, and desirable places to conduct business, celebrate civic events, entertain people, and provide housing opportunities is directly related to the stability of property values. This ordinance intends to allow signs that are of sufficient, but not excessive, size to perform their intended function as necessary to provide and maintain the city's character and support neighborhood stability. Signs that promote potential vehicular and pedestrian conflict, hinder sight distance, and distract from the pedestrian experience will be prohibited in efforts to preserve the character and unique experience within the city. Also, the intent of this ordinance is that signs will reflect the character of unique districts as may be established by the city's Master Plan, other adopted plans or the zoning ordinance.

(3) Economic Development and Property Values. It is found that there is a clear relationship between the promotion of a set of specifications and restrictions for signage and the promotion of economic development, recognizing that unregulated and haphazard determinations concerning the size, location, and other characteristics of signs tends to result in an appearance that reduces economic development, and, in the long-term, property values. In addition, the establishment of the restrictions in this ordinance

has a direct relationship to creating stability and predictability, allowing each private interest to secure reasonable exposure of signage, and thus promote business success. The application of the restrictions in this ordinance allows businesses to reasonably command attention to the content and substance of their messages while concurrently allowing the promotion of other visuals, including types of business, landscaping, and architecture, all promoting economic development and property value enhancement.

- (4) Avoidance of Nuisance-Like Conditions.** Due to the concentration of people and activities, there is a potential for, and it is a compelling interest to avoid, blight, physical clutter, and visual clutter in the city, recognizing that such conditions tend to create nuisance-like conditions contrary to the public welfare. The result of these conditions leads to diminished property values, reduced attractiveness of the community, and reduced quality of life within the districts. Minimum regulations that substantially relate to signage are compelling and important and are necessary for the maintenance and well-being of positive conditions, good character, and quality of life in the city. Ultimately, these regulations are compelling and important for the protection of the City's character and residents.

- (a) An excessive number of signs in one location creates visual blight and clutter, as well as confusion of the public. Thus, limiting the number of signs on properties, and establishing setbacks from property lines is a compelling interest that can be directed with minimum regulation.
- (b) Signs that are too large and not properly spaced can lead to confusion, undermine the purposes of the signs, and ultimately lead to physical and visual clutter which can create safety issues for pedestrians and motorists. Establishing maximum sizes and locations can be the subject of clear and effective regulations that address this compelling and important interest.
- (c) Requiring minimum construction and maintenance specifications for signs can minimize the creation of blight and clutter due to the deterioration of signs that are not durable or otherwise well-constructed, and such regulations would be consistent with construction codes for other structures. These requirements can be enforced with efficient and low discretion application and review.
- (d) The sign ordinance is designed to prevent blight and protect aesthetic qualities by preventing visual clutter and protecting views. There is a compelling governmental interest that signs avoid glare, light trespass, and skyglow. A framework that enables the selection of proper fixture types and location, use of supportive lighting technology, and control of light levels in a reasonable fashion is consistent with regulations that are narrowly tailored to achieve the City's interests.

- (5) Property Identification for Emergency Response and Wayfinding Purposes.** Locating a business or residence by emergency police, fire, and other emergency responders can be a matter of life and death, and thus it is a compelling interest to ensure that proper, understandable, unambiguous, and coordinated signage be permitted and required, and specifications for such purposes can be accomplished in a simple and narrow manner. Wayfinding for vehicular and pedestrian purposes is also a compelling interest to avoid confusion in public rights-of-way, and unnecessary intrusions on private

property, and sign specifications for such wayfinding can be coordinated with property identification for emergency purposes.

(6) **Protection of the Right to Receive and Convey Messages.** The important governmental interests contained herein are not intended to target the content of messages to be displayed on signs. In no respect do the regulations of signage prohibit a property owner or occupant from an effective means of conveying a desired message. Nothing in this ordinance is intended to prohibit the right to convey and receive messages, particularly noncommercial messages such as religious, political, economic, social, philosophical, or other types of speech protected by the First Amendment of the United States Constitution.

(7) **Ease of Administration.** To have standards and administrative review procedures that are simple for property owners, tenants, and sign installers to understand and follow.

B. **Definitions.** The following words and phrases shall have the meanings set forth in this article when they are used in this article:

(1) **Sign Definitions, Sign Types.** The following definitions apply to types of signs based on the characteristics of the sign without respect to the content of the message:

(a) **Air-Activated Signs.** A sign that is inflated by air or uses air flow to induce movement. Inflatable objects used for signs are often made of flexible fabric and are equipped with a motor to blow air into the object. Air-activated signs are typically temporary and are restrained, attached, or held in place by a cord, rope, cable, or similar method, but can be permanent.

(b) **Animated Sign.** A sign that has any visible moving part either constantly or at intervals; flashing, scintillating, intermittent, or oscillating lights; visible mechanical movement of any description; or other apparent visible movement achieved by any means that move, change, flash, oscillate or visibly alters in appearance to depict action, create an image of a living creature or person, or create a special effect or scene. This definition does not include Changeable-Copy Signs and Electronic Message Center (EMC) Signs that comply with this article.

(c) **Art installations.** Installation of art pieces (sculptures, murals, posters, or paintings) on the exterior of a building or on the grounds of such a building may be allowed at the discretion of the Zoning Administrator. If such an installation is primarily for the purpose of advertising a particular brand or business, then it shall be treated as a sign and subject to the requirements of this ordinance governing such signage. Installation of art pieces (sculpture, murals, posters, or paintings) on the exterior of a building or on the grounds of such a building may be allowed at the discretion of the Zoning Administrator. The exercise of discretion will be based on the goal of permitting such art installations to beautify the community as appropriate with a wide variety of high-quality art projects. The presence of artwork creates a competitive edge and enticement by attracting people who are curious about the artwork. Residents and visitors may pause to enjoy the artwork's surprising and aesthetic delights and may return to experience the art again. However, if such an installation has as part of its purpose advertising a particular brand or business, then it shall be treated in whole or in

part, based upon the area of the advertisement, and subject to the requirements of this section governing such sign.

- (d) **Awning Sign.** A permanent sign painted or screen printed on the exterior surface of an awning.

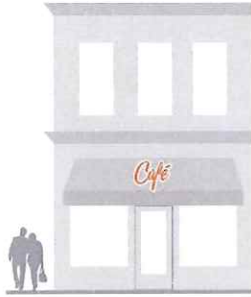


Figure 1: Awning Sign

- (e) **Banner Sign.** A temporary sign on paper, cloth, fabric or other flexible or combustible material of any kind that is attached flat against a structure or strung between two poles or structures.



Figure 2: Banner Sign

- (f) **Bench Sign.** A sign applied to or affixed to the seat or back of a bench.
- (g) **Billboard Sign.** A large sign erected, maintained, and used for the purpose of displaying messages that can be seen from a long distance or read from a vehicle traveling at high speeds. A Billboard Sign differs from a Freestanding Sign based on its larger size. Due to the limited size and residential character of the city, billboards are not permitted within the city's boundaries.
- (h) **Blade Sign.** Blade sign means a pedestrian-oriented sign, adjacent to a pedestrian walkway or sidewalk, attached to a building wall, marquee, awning, or arcade with the exposed face of the sign in a plane that is perpendicular to the plane of the building wall.

- (i) **Canopy Sign.** A permanent Projecting Sign affixed to the side or bottom surface(s) of an attached canopy.

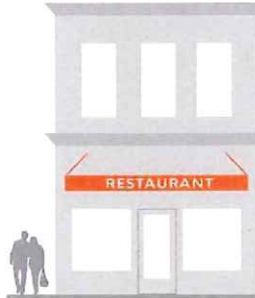


Figure 3: Canopy Sign

- (j) **Changeable-Copy Sign.** A permanent sign or portion thereof on which the copy or symbols change either automatically through electrical or electronic means or manually through placement of copy and symbols on a panel mounted in or on a track system.
- (k) **Display Board.** An accessory sign displayed near a public building entrance either on the building or on a freestanding podium. Display Boards are intended to be viewed at close proximity. Examples include displaying menus, special sales, and descriptions of goods or services provided within the building.

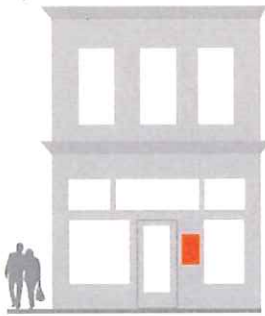


Figure 4: Display Board

- (l) **Electronic Message Center (EMC) Sign.** An electrically activated changeable-copy sign whose variable message and/or graphic presentation capability can be electronically programmed.
- (m)
- (m) **Feather flag.** A vertically oriented banner attached to a single pole allowing the fabric to hang loose at one, two or three of the four corners that is typically used



Figure 5: Entranceway Sign

to advertise a business, brand or event.

- (n) **Festoons.** A string of ribbons, pennants, spinners, streamers, tinsel, small flags, pinwheels, or lights, typically strung overhead and/or in loops.
- (o) **Flag.** A sign on paper, cloth, fabric or other flexible or combustible material of any kind that is attached to a permanent conforming pole in accordance with the zoning ordinance and the building code. Flags are typically supported on one side of the sign. Flags are not considered air-activated signs for the purposes of this ordinance.



Figure 7: Flag
Figure 6

- (p) **Freestanding Sign.** A sign supported by one or more uprights, poles, pylons, monuments, or braces placed in the ground and not attached to any building or other structure. Freestanding signs include Monument Signs, but do not include

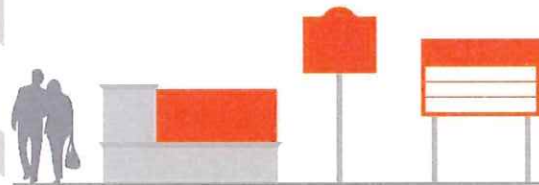


Figure 8: Freestanding Sign

Billboards.

- (q) **Incidental Sign.** A small sign, usually two (2) square feet or less, designed and located to be viewed by persons on a property and are generally not visible or legible from the right-of-way or adjacent properties. Examples of incidental signs include, but are not limited to, credit card signs, signs indicating hours of business, no smoking signs, signs used to designate bathrooms, handicapped signs, traffic control signs that conform to the requirements of the Michigan Manual of Uniform Traffic Control Devices, and other signs providing information to be read at close proximity.
- (r) **Interior Sign.** A sign placed within a building, but not including a Window Sign as defined by this Ordinance, that is not visible from any public street, sidewalk, alley, park or public property.

- (s) **Marquee Sign.** A type of projecting sign typically mounted perpendicular to the building façade in a vertical manner. Marquee signs often include a changeable copy component in addition to the display of a permanent message but are not required to have changeable copy.



Figure 9: Marquee Sign

- (t) **Monument Sign.** A base-mounted, freestanding sign placed on the ground and not attached to any building or other structure. A Monument Sign includes a solid supporting base of at least twenty-four (24) inches in height and a width equal to or greater than the width of the sign face. Monument signs are constructed of a decorative and durable material (e.g., masonry), and shall have no separations between the sign face and the base.

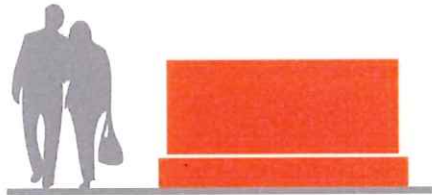


Figure 10: Monument Sign

- (u) **Nameplates.** Nameplates are typically made of metal, and may display addresses, names or images
- (v) **Nit.** A measure of luminance equal to one candela per square meter.
- (w) **Nonconforming Sign.** A sign that was lawfully permitted at the time it was erected but is not permitted under current law.
- (x) **Permanent Sign.** A sign constructed of durable materials intended to withstand prolonged exposure to exterior elements. Permanent signs are affixed to the ground or a structure by means of footings beneath the ground surface, bolts or screws into a structure, or other method intended to ensure the sign is displayed for an extended period of time with minimal maintenance or replacement of parts.
- (y) **Portable Sign.** A temporary sign designed to be easily movable. Portable signs are typically held in place during the period of display by sandbags, blocks, or other easily movable anchor.

- (z) **Projecting Sign.** A sign attached to a building or other structure and extending beyond the attachment surface by more than eighteen (18) inches. A "Projecting Sign" is differentiated from a "Wall Sign" based on the distance the sign projects from the surface of the building. "Awning Signs," "Canopy Signs," "Blade Signs" and "Marquee Signs" are types of Projecting Signs.



Figure 11: Projecting Sign

- (aa) **Roof Sign.** A sign that is erected, constructed, and maintained upon, against, or above the roof or parapet of a building or any portion thereof. A sign mounted upon a mansard fascia that does not project above the highest point of the roof or parapet is considered a "Wall Sign."
- (bb) **Sandwich Board Sign.** A temporary sign that is not permanently anchored or secured to either a building, structure, or the ground. Often referred to as "sidewalk signs," sandwich board signs include, but are not limited to, "A" frame, "T" shaped, or inverted "T" shaped stands.



Figure 12: Sandwich Board Sign

- (cc) **Support Pole Sign.** Support pole signs is any permanent sign that is mounted on and supported by a pole.
- (dd) **Temporary Sign.** A display sign, banner or other device constructed of cloth, canvas, fabric, plastic or other light temporary materials, with or without a structural frame, or any other sign intended for a limited period of display that is not permanently anchored to the ground or a building.

- (ee) **Transported Sign.** A sign attached to or pulled by a vehicle that may be displayed or affixed to a movable object such as but not limited to a car, truck, trailer, or similar transportation device. A "Portable Sign" does not constitute a "Vehicle Sign."



Figure 13: Transported Sign

- (ff) **Vehicle Sign.** A sign, painted or otherwise, attached to an operable vehicle that is regularly used and moved, including signs on a truck trailer. A "Vehicle Sign" does not constitute a "Transported Sign."



Figure 14: Vehicle Sign

- (gg) **Wall Sign.** A sign attached to, painted on, inscribed, or otherwise set upon the exterior wall or surface of any building, no portion of which projects more than eighteen (18) inches from the wall and which does not project above the roof or parapet line. A "Wall Sign" shall also include a sign mounted upon a mansard fascia that does not project above the highest point of the roof or parapet. Any other sign upon, against, or above the roof or parapet of a building or any portion thereof is defined as a "Roof Sign."

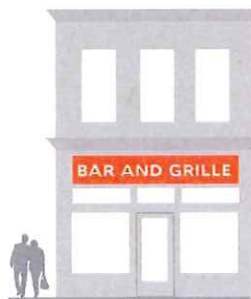


Figure 15: Wall Sign

- (hh) **Window Sign.** A sign that is painted on or attached to a window or glass door that is intended to be viewed from the exterior, including signs located inside a building but visible primarily from the outside of the building.



Figure 16: Window Sign

- (ii) **Yard Sign.** A small temporary sign typically used for non-commercial purposes. Yard signs are characterized by a wire frame, non-durable message surface such as cardboard, plastic, or paper, and are often inserted into a lawn with wire posts. Although variations exist to the materials of the frame and message board, a consistent physical characteristic is its temporary and disposable nature.

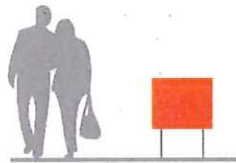


Figure 17: Yard Sign

(2) Definitions, General.

- (a) **Alteration.** Any change in size, shape, height, or type which changes the appearance of a sign or its structure, or a change in position, location, construction, or supporting structure of a sign.
- (b) **Building Frontage.** The length of the front (entry) portion of a building occupied by a single tenant, often facing a street fronting the premises on which the tenants are located.
- (c) **Glare.** Light emitting from a luminaire with intensity enough to reduce a viewer's ability to see, and in extreme cases, causing momentary blindness.
- (d) **Grade.** The average of the existing natural grade of the area within ten (10) feet of the influence of the sign.
- (e) **Height, Maximum.** Shall be measured from grade to the highest edge of the sign surface or its projecting structure.
- (f) **Height, Minimum.** Shall be measured from grade to the lowest edge of the sign surface or its projecting structure.

- (g) **Lot, zoning.** A single tract of land, located within a single block, which at the time of filing for a sign permit is designated by its owner or developer as a tract to be used, developed, or built upon as a unit, under single ownership or control.
- (h) **Luminaire.** A luminaire is a complete lighting system, which includes a lamp or lamps and a fixture.
- (i) **Owner.** A person, firm, partnership, association, company, or corporation, or any other legal entity, and/or its legal successors, heirs, and assigns.
- (j) **Premises.** The contiguous land in the same ownership or control which is not divided by a public street.
- (k) **Sign.** Any display or object which is primarily used to identify or display information or direct or attract attention by any means which is visible from any public street, sidewalk, alley, park, or public property and is otherwise located or set upon or in a building, structure or piece of land. The definition does not include goods displayed in a window.
- (l) **Sign Area.** The entire area within a circle, triangle, rectangle, oval, or other geometric shape enclosing the extreme limits of writing, representation, emblem, or any figure of similar character, together with any frame or other material or element forming an integral part of the display or used to differentiate the sign from the background against which it is placed, excluding the necessary supports or uprights on which such sign is placed.

C. Sign Design Standards in All Zoning Districts

(1) Construction Standards.

- (a) **General requirements.** All signs shall be designed and constructed in a safe and stable manner in accordance with the city's adopted building code and electrical code. All electrical wiring associated with a freestanding sign shall be installed underground.
- (b) **Building code compliance.** All permanent signs shall be designed to comply with maximum wind pressure and other requirements contained in the adopted Building Code.
- (c) **Framework.** All signs shall be designed so that the supporting framework, other than the supporting poles on a freestanding sign, is contained within or behind the face of the sign or within the building to which it is attached to be totally screened from view.

(2) Illumination.

- (a) **General requirements.** Signs shall be illuminated only by steady, stationary, shielded light sources directed solely at the sign, or internal to it. Temporary signs shall not be illuminated. Permanent signs may be internally or externally illuminated, except where prohibited in this article.

- (b) **General Illumination:** Maximum **sign** luminance shall not exceed 0.3 foot-candles above ambient light measurement based upon the **area** of the **sign** (in square feet) and distance measured perpendicular to the **sign** face in accordance with the following table (Table 403-1):

Table 403-1 Maximum Light Levels of Electronic Message Signs		
Maximum Allowed Ambient Light Level	Area of Sign (sq. ft.)	Measurement of Distance (ft)*
0.3 foot-candles	10	32
0.3 foot-candles	15	39
0.3 foot-candles	20	45
0.3 foot-candles	25	50
0.3 foot-candles	30	55
0.3 foot-candles	35	59
0.3 foot-candles	40	63
0.3 foot-candles	45	67
0.3 foot-candles	50	71
0.3 foot-candles	55	74
0.3 foot-candles	60	77

Source: Model Code, Illuminating Engineering Society of North America

* Measured in feet, perpendicular to the face of the sign.

- (c) **Non-glare shielded lighting.** A sign shall not display light of such intensity or brilliance to cause glare, impair the vision of an ordinary driver, or constitute a nuisance. Use of glaring undiffused lights or bulbs is expressly prohibited. The source of illumination shall not be visible, shall be fully shielded, and shall cause no glare hazardous to pedestrians, motorists or adjacent residential uses or districts. In order to further reduce glare, no design shall have a white or near white background.
- (d) **Bare bulb illumination.** Illumination by bare bulbs or flames is prohibited, except that bare bulbs are permitted on theatre marquees.
- (e) **Traffic hazards.** Sign illumination color and/or brightness that create a traffic hazard are prohibited.

(3) Electronic Message Center (EMC) Signs. EMC signs may be permitted on monument signs in non-residential and appropriately zoned districts subject to the standards of this section and the following regulations:

- (a) **Frequency of Change.** Signs with the ability to change displays shall not change more frequently than one (1) time per ten (10) seconds. Animated signs are expressly prohibited.
- (b) **Manner of Change.** Signs with the ability to change displays must be designed to change the display instantaneously. Flashing, scrolling, fading, dissolving, osculating, spinning, twirling, video display, or other type of motion are expressly prohibited.
- (c) **Internal Illumination.** EMC signs, shall not emit more than 5,000 nits in full daylight and 100 nits during night hours, which commence no later than one hour after sunset and extend through no earlier than sunrise. The displays shall transition smoothly at a consistent rate from the permitted daytime brightness to the permitted nighttime brightness levels. All EMC signs shall have functioning ambient light monitors and automatic dimming equipment which shall always be set to automatically reduce the brightness level of the sign proportionally to any reduction in the ambient light. In order to verify compliance with City Code or other applicable law, the interface that programs an EMC sign shall be made available to city staff for inspection upon request. If the interface is not or cannot be made available upon the city's request, the sign shall cease operation until the city has been provided proof of compliance with City Code.
- (d) **Rendering:** A color rendering of the display shall be provided for consideration of the planning commission during site plan review, and the planner and building official during an administrative review.
- (e) **Area:** An electronic changeable copy or electronic graphic display area shall not exceed more than 80 percent of the actual sign area of any monument sign.
- (f) **Integration into sign:** The electronic changeable copy or electronic graphic display areas on monument shall be part of the same sign face as a monument sign without electronic display technology and shall be integrated into the face of such sign by use of a border or similar design treatment that provides a visual linkage to the remainder of the sign.
- (g) **Default.** All electronic message signs shall default to an unlit black screen if fifty (50%) percent or more of the light source fails or if the light source otherwise is not displaying properly.

(4) Sign Measurement. The total sign area is to be expressed in square feet and shall be computed as herein set forth.

- (a) Single face sign total area shall be computed as the number of square feet within lines drawn at the outer perimeter forming any single and/or combination of geometric shapes, such as a square, rectangle, triangle, oval, or circle encompassing the extreme limits of an individual letter(s), word(s), logo(s),

message(s), representations, emblem or any similar figure, including open space(s), together with any frame or other material forming an integral part of display used to differentiate such sign from the background against which it is placed. Uprights or supports for freestanding signs are excluded from this measurement.

- (b) Double-face signs having two (2) faces of equal size arranged and/or positioned back-to-back and parallel, or with the faces at an included angle of not more than thirty (30) degrees in the plain or vertical views the area of the sign, shall be computed as one half ($\frac{1}{2}$) of the total area of the two (2) faces. When the faces of such a sign are not of equal area, then the area of the sign shall be computed as the total area of the largest face. When signs have three (3) to four (4) faces of equal size arranged and/or positioned with the faces at an angle of more than thirty (30) degrees in the plain or vertical view, the area of the sign shall be computed as the total area of the largest two (2) faces. The area of three-dimensional signs shall be measured by computing the total area of the largest two (2) faces measured at a two-dimensional view.
- (c) When two (2) single-face wall signs are arranged and/or positioned within thirty-six (36) inches of each other, the area of the two (2) signs shall be computed as one (1) single face sign and total area shall include the open space between the two (2) separate faces.
- (d) The height of the sign shall be measured from grade. The maximum sign height shall be measured from grade to the top of the sign. The minimum height, if applicable, shall be measured from grade to the bottom of the sign.
- (e) The area of a cylindrical sign shall be computed by multiplying the circumference of the cylinder by its height.

(5) Sign Location.

- (a) **Right-of-Way Prohibited.** No sign, except those established and maintained by the city, county, state, or federal governments shall be located in, project into, or overhang a public right-of-way or dedicated public easement.
- (b) **Clear Vision Triangle Area Prohibited.** No sign shall be located in the clear vision triangle area, which shall mean the triangular area adjacent to the intersection of any street established by measuring a distance of fifteen (15) feet from the point of intersection of two streets along the right-of-way of each of the intersecting streets and connecting the ends of each measure distance to assure adequate visibility sight lines for vehicular traffic approaching the intersection.
- (c) **Compliance with setback requirements.** All permanent signs shall comply with the applicable setback requirements.
- (d) **Projections.** Unless otherwise stated, no sign shall project beyond or overhang the wall or any permanent architectural feature (e.g., awning, canopy, or marquee) by more than eighteen (18) inches and shall not project above or beyond the highest point in the roof or parapet.

- (e) **Safety.** No sign shall be permitted at any location that, in the discretion of the building official, creates any type of safety hazard or visual impediment to pedestrian or vehicular traffic. In making this determination, the building official shall cite any relevant building or electrical codes, provisions of this article or other city ordinances, and/or findings or studies of the public safety department and/or a traffic engineer.
- (6) **Liability Insurance.** If any wall, projecting, pole or roof sign is suspended over a public street or property or if the vertical distance of such sign above the street is greater than the horizontal distance from the sign to the street property line or parapet wall and so located as to be able to fall or be pushed onto public property, then the owner of such sign shall keep in force a Commercial General Liability Insurance policy in the amount of \$1,000,000.00. The Commercial General Liability Insurance policy shall include an endorsement, or policy language, endorsing the city as an additional insured.
- (7) **Landscaping.** The area surrounding signs shall be landscaped to match the design characteristics of the site as determined by the Zoning Administrator. The landscaping shall be maintained such that the sign remains visible to passing motorists.
- (8) **Setbacks and Distances.** The following setback and distance measurements shall be met:
 - (a) The distance between two (2) signs shall be measured along a straight horizontal line that represents the shortest distance between the two (2) signs.
 - (b) The distance between a sign and a parking lot or building shall be measured along a straight horizontal line that represents the shortest distance between the outer edge of the parking lot or building.
 - (c) The distance between a sign and a building or property line shall be measured along a straight horizontal line that represents the shortest distance between the edge of the sign and the building or property line.

D. Signs Exempt from Permits

The following signs shall be permitted in all zoning districts according to the regulations of this Ordinance and subject to the following provisions. No permit shall be required for signs enumerated below unless otherwise stated. Such exemptions, however, shall not be construed to relieve the owner of the sign from responsibility for its proper location, erection, maintenance, and removal.

- (1) Address numbers with a numeral height no greater than eight (8) inches for each dwelling unit and eighteen (18) inches for any other use, including multiple-family buildings. The posting of these address signs is necessary for the effective delivery of public safety services, which is a compelling governmental interest.
- (2) Any sign on the premises required by law.
- (3) Any sign that conforms to the Federal Highway Administration's *Manual on Uniform Traffic Control Devices* and is installed for the purpose of directing or instructing traffic.
- (4) Nameplates not to exceed two (2) square feet.

- (5) Historical markers or plaques.
- (6) Temporary signage in accordance with this ordinance.
- (7) Official and legal notices signs that are issued by any court, public body, person, or officer in the performance of a public duty, or in giving any legal notice, including signs that are required for any public hearing. Such signs shall be removed according to the requirements of the City, court order or state statute.
- (8) Signs erected on a city, county, state, or federal building or land owned by the authorized public agency.
- (9) Interior signs that are not visible to the outside.
- (10) Any lawful sign in a public or private right-of-way installed by an authorized public agency, including but not limited to, street signs and address signs.
- (11) Private traffic control signs that conform to the requirements of the Michigan Manual of Uniform Traffic Control Devices.
- (12) Not more than three (3) flags, mounted on a pole that is no higher than thirty (30) feet.
- (13) Window signs, not to exceed twenty-five (25) percent of the total window area of the façade facing a road. Window signs must be placed in a manner to ensure visibility into the building for public safety.
- (14) Vehicle signs, where the vehicle on which the sign is displayed does not regularly go unoperated for a period exceeding seven (7) consecutive days.
- (15) Signs displaying noncommercial messages such as religious, political, economic, social, philosophical, or other types of speech protected by the First Amendment of the United States Constitution; provided, however, said signs shall comply with the number and size regulations in the applicable zoning district.
- (16) No Trespassing signs not to exceed one and one half (1) square feet in size, on posts not to exceed a total height of five (5) feet.
- (17) Art Installations, unless such art installation has as part of its purpose advertising a particular brand or business, in which event a sign permit shall be required. In addition, art installations may be subject to other required permits under the City Code such as zoning, electrical, building, etc.

E. Prohibited Signs

The following signs are prohibited in all zoning districts, notwithstanding anything to the contrary in this article.

- (1) Any sign that is not expressly permitted.
- (2) Obsolete signs.

- (3)** Animated signs (including revolving signs and rotating signs) and signs that incorporate moving features, except for changeable-copy signs or electronic message center signs explicitly permitted in this article.
- (4)** Festoons.
- (5)** Air-activated signs and balloon signs.
- (6)** Any sign that is deemed structurally or electrically unsafe by the Building Official.
- (7)** Signs which hide from view all or any part of any traffic sign, street sign or traffic signal.
- (8)** Support pole signs, including signs attached to light poles, utility poles, street signpost, and trees. Prohibited support pole signs shall not include support pole signs lawfully installed by an authorized public entity.
- (9)** Transported signs unless the vehicle with the transported sign is operating lawfully in a public or private road.
- (10)** Roof signs, except any sign erected or constructed as an integral, or essentially integral, part of the normal roof structure.
- (11)** Bench signs, not including permanently mounted plaques intended to be read at close proximity.
- (12)** Signs on or attached to fences.
- (13)** Projector-image signs.
- (14)** Rotating search lights or similar devices.
- (15)** Temporary electronic message center signs (EMCs).
- (16)** Signs on public or private towers.
- (17)** Signs displayed on an unlicensed vehicle or trailer, wagon, or other conveyance. This prohibition shall not apply to temporary "for sale" signs displayed in vehicle windows.
- (18)** Costume signs. The basis of prohibiting costume signs is that the movement and proliferation of costume signs would degrade traffic safety through the creation of visual distractions.
- (19)** Banners, flag signs and feather signs.
- (20)** Any sign located in a public or private right-of-way, unless permitted by the road agency or explicitly permitted elsewhere in this Ordinance.
- (21)** Neon, LED, or other light types permanently outlining windows or doors.
- (22)** Signs intended to mimic traffic control or emergency services signage. These signs are considered hazards detrimental to pedestrian and vehicular travel and to the public safety

and welfare.

F. General Standards for Permitted Signs.

- (1) Signs permitted in the TD, Transitional District, and BD, Business District.** The following signs are permitted in the TD and BD Districts:

Sign Type	Sign Regulations in TD and BD Districts
Monument Signs	<p>Maximum Number: A structure/lot may have both 1 monument sign and 1 wall sign, so long as the total area of both signs does not exceed 1.5 square foot per linear foot of building facade, not to exceed 150 square feet.</p> <p>Maximum Height: 8 feet.</p> <p>Maximum Area: 1.5 square feet per foot of road frontage, up to 32 square feet.</p> <ul style="list-style-type: none">For multi-tenant structures or shopping centers: tenants with individual access are permitted 1 sign each; tenants with shared/common access are permitted 1 sign per entrance, both up to a maximum area of 100 square feet. <p>Required Setback: 10 feet from existing right-of-way or access easement, Signs in a planned right-of-way, published by the Road Commission for Oakland County or the Michigan Department of Transportation, may only be permitted with an executed and recordable document ensuring the sign will be removed/relocated at the owner's expense if the right-of-way is expanded to encompass the land on which the sign is located:</p> <p>Setback from Residential Districts: 10 feet from residential district boundary.</p>
Electronic Message Signs	<p>Maximum Height, Size and Number: Shall comply with wall or monument regulations.</p> <p>Maximum Area: Fifty (50%) percent of total permitted sign area.</p>
Wall Signs	<p>Maximum Number and Area:</p> <ul style="list-style-type: none">A structure may have both a monument sign and a wall sign, so long as the total area of both signs does not exceed 1.5 square foot per linear foot of building facade, not to exceed 150 square feet.For single-tenant structures, 1 wall sign may be located on each side of a building that faces a street or highway.For multi-tenant structures or shopping centers: tenants with

	<p>individual access are permitted 1 sign each; tenants with shared/common access are permitted 1 sign per entrance, both up to a maximum area of 150 square feet.</p> <p>Maximum Sign Height: The top of a wall sign shall not be higher than whichever is lowest:</p> <ul style="list-style-type: none"> • The bottom of the window at the first level of windows above the first story. • The height of the building facing the street on which the sign is located. • Wall signs shall not project more than twenty-four (24) inches from the face of a wall. <p>Maximum Vertical Dimension: The maximum vertical dimension of any wall sign shall not exceed one-fourth (1/4) of the building height.</p> <p>Maximum Horizontal Dimension: The maximum horizontal dimension of any wall-mounted sign shall not exceed one-half (1/2) of the width of the building.</p> <p>Maximum Area: 1 square foot per linear foot of building facade, not to exceed 150 square feet. For multi-tenant structures or shopping centers: tenants with individual access are permitted up to 150 square feet per sign based on the façade length of the occupied suite; sign area should be allocated on an equal basis for signs for tenants with shared/common access.</p>
Marquee Signs	<p>Design Standards:</p> <ul style="list-style-type: none"> • UV-resistant architectural fabric, in matte finish, suitable for outdoor use must be used and shall cover the front of the awning frame. • The awning frame shall be constructed of steel or aluminum. • Wind and snow load capacities shall be provided to the City as part of the permit process. Applicants should obtain wind and snow load capacities from the product manufacturer. <p>Vertical Clearance: Marquee signs must maintain a minimum of 10 feet vertical clearance beneath any marquee. Marquee signs are included in the calculation for total permitted wall signage.</p> <p>Message: The written message shall be affixed flat to the vertical face of the marquee.</p> <p>Projection: Limitations imposed by this article regarding the projection of signs from the face of a wall or building shall not apply</p>

	to marquee signs; provided that marquee signs shall comply with the setback requirements for the district in which the signs are located.
Awnings and canopies	<p>Substitution: Awnings and canopy signs are permitted in lieu of a wall sign, but shall be subject to all the regulations applicable to wall signs.</p> <p>Maximum Area: the entire awning or canopy shall be considered to be the sign area. Total sign area will be that permitted for the wall sign being replaced by the awning or canopy.</p> <p>Coverage: The total area of the lettering and logo shall not exceed fifty percent (50%) of the total area of the awning or canopy that is visible from the street.</p> <p>Compliance with size requirements for wall signs: The area of signs on awnings or canopies shall be counted in determining compliance with the standards for total area of wall signs permitted on the parcel.</p> <p>Projection: Limitations imposed by this article regarding the projection of signs from the face of a wall or building shall not apply to awnings and canopies; provided that awnings and canopies shall comply with the setback requirements for the district in which the signs are located.</p> <p>Vertical clearance: A minimum vertical clearance of ten (10) feet shall be provided beneath any awning or canopy.</p> <p>Design Standards:</p> <ul style="list-style-type: none"> • UV-resistant architectural fabric, in matte finish, suitable for outdoor use must be used and shall cover the front of the awning frame. • The awning frame shall be constructed of steel or aluminum. • Wind and snow load capacities shall be provided to the City as part of the permit process. Applicants should obtain wind and snow load capacities from the product manufacturer. <p>Maintenance: Torn, frayed, ripped, faded, stained, soiled, or dirty awnings shall be replaced immediately.</p> <p>Illuminated fabric canopy signs: A translucent fabric canopy sign with internal illumination shall be considered a wall sign. The entire surface of the illuminated fabric sign shall be counted in the determination of sign area. Illumination levels shall be subject to Sec. C(2).</p>

Projecting Signs	<p>Maximum Number: 1 per public entrance, spaced a minimum of 20 feet apart.</p> <p>Placement: Projecting signs must be installed at a 90-degree angle from the building wall, at least 10 feet above the sidewalk and below the second story windowsill or roofline of the building, whichever is lower.</p> <p>Maximum Area: 12 square feet per sign face; maximum of 2 faces each sign.</p>
Window Signs	<p>Window Signs: Shall not exceed one-fourth (1/4) or 20% of the total window area of a façade, whichever is less. Window signs are included in the total permissible wall sign area.</p> <p>Location: Window signs shall be located inside a window or door.</p>

(2) Temporary Signs. Temporary signs shall be permitted as follows:

MAXIMUM AREA PER SIGN FACE, MAXIMUM HEIGHT, AND ALLOWED TYPE OF TEMPORARY SIGNS				
DISTRICT	PERMITTED TYPES	MAXIMUM AREA OF ALL TEMPORARY SIGNS BY TYPE	MAXIMUM AREA OF ANY INDIVIDUAL SIGN	MAXIMUM HEIGHT (FREESTANDING)
(1) Residential (Temporary signs in Residential Districts are exempt from obtaining a permit)	Freestanding	0.2 square feet (sf) of sign area per linear foot of street frontage, provided the maximum allowable total area shall not be less than 15 sf nor more than 48 sf	12 square feet	5 feet
	Wall ¹	3 square feet per building in single family residential districts; 12 square feet per building in multiple family residential districts.	3 square feet in single family districts; 12 square feet per building in multiple family residential districts	
(2) Non-Residential	Freestanding	0.6 square feet (sf) of sign area per linear foot of street frontage, provided the maximum allowable total area	32 square feet	6 feet

		shall not be less than 32 sf nor more than 100 sf		
	Wall ¹	20 square feet	20 square feet	
¹ The display period for temporary wall signs shall be limited to a total of twenty-eight (28) days per calendar year. Such signs shall not be displayed for any continuous period greater than fourteen (14) days. After this time expires, the sign shall be removed.				

- (a) Freestanding temporary signs shall be setback five (5) feet from all property lines. The maximum display time of freestanding temporary signs is 65 days. After this time expires, the sign shall be removed. Once the temporary sign is removed, there shall be a gap of at least thirty (30) days between the display of the same temporary sign on the same zoning lot.
 - (b) Notwithstanding the above, three (3) square feet of temporary freestanding or temporary wall sign area is allowed on each zoning lot at any time and without expiration of display time. The area of this sign is counted towards the area maximum in the Table above.
 - (c) When all or a portion of a building or land area on a zoning lot is listed or advertised for sale or lease, the maximum display time for temporary signs shall be the duration the building, building unit or land is listed or advertised for sale or lease. Once a building unit is leased or sold, the sign shall be removed if it has been displayed for more than 65 days after such sale or lease. In all cases, the sign area limits in the Table above shall apply.
 - (d) Temporary signs shall be constructed of durable, all-weather materials and designed to remain in place and in good repair so long as they remain on display. However, each zoning lot may have one temporary freestanding sign up to three (3) square feet constructed of any non-illuminated material. All temporary freestanding signs larger than three (3) square feet shall have a frame or rigid border.
 - (e) Temporary signs shall be subject to the maintenance standards of this section.
- (3) Electronic Message Signs.** Electronic Message Signs (LED) shall be permitted only within the TD and B zoning districts, as either a freestanding, wall sign or window sign. Such signs shall be allowed subject to the sign regulations for each zoning district and subject to the following additional regulations:
- (a) The electronic display shall not be animated, flashing, multi-colored, or scrolling.
 - (b) The frequency of the message change shall be restricted to no more than once every sixty (60) seconds.
 - (c) The maximum area of an electronic message board shall not exceed fifty percent (50%) of the total sign area and shall be considered a part of a wall or

freestanding sign, and as allowed per the zoning district and the sign regulations of this article.

- (d) The maximum height of an electronic message board shall conform to the height regulations for signs allowed in each zoning district.
- (e) The electronic message sign shall be subject to the illumination regulations in section C(2).
- (f) Prior to the issuance of a sign permit, the applicant shall provide written certification from the sign manufacturer that the light intensity has been factory-programmed not to exceed the above listed light levels, and that the intensity level is protected from end-user manipulation by password

- G. **Material and Design.** All signs shall be designed, constructed, and maintained in conformity with the provisions for materials, loads and stresses of the latest adopted edition of the building code and requirements of this article.
- H. **Fastenings.** All signs must be erected in such a manner and with such materials to remain safe and secure during the period of use and all bolts, cables, and other parts of such signs shall be kept painted and free from corrosion. Any defect due to the fault of the erector shall be repaired by the erector.
- I. **Fire Escapes.** No signs of any kind shall be attached to or placed upon a building in such a manner as to obstruct any fire escape.
- J. **Support Location.** No pole, cable, or support of any nature shall be placed on any publicly owned property, street, right-of-way, or proposed street rights-of-way without written authorization from the owner of said right-of-way.
- K. **Proximity to Electrical Conductors.** No sign shall be erected so that any part including cables and guys will be within ten (10) feet of any electrical conductor, streetlamp, traffic light or other public utility pole, or ten (10) feet of a high voltage wire.
- L. **Sanitation.** Property surrounding any ground or monument sign shall be kept clean, sanitary, and free from obnoxious and offensive substances, free from weeds, rubbish and inflammable material.
- M. **Traffic Interference.** No sign shall be erected or maintained which simulates or imitates in size, color, letter, or design any traffic sign or signal or other word, phrase, symbol or character in such a manner as to interfere with, mislead, or confuse traffic.
- N. **Maintenance.** All signs shall be maintained in a condition of good repair. Peeling or missing paint, holes, broken, cracked, bent, warped, rotted, discolored, sagging, out-of-plumb, rusted, or missing material or parts shall be repaired within sixty (60) days of written notification by the building official.
- O. **Compliance with Building Code.** The building code adopted by the city shall regulate the construction and maintenance of signs unless the provisions of this article are more stringent.
- P. **Nonconforming Signs**

- (1) Intent.** It is the intent of this article to avoid any unreasonable invasion of established private property. It is further the intent to encourage eventual elimination of signs that:

 - (a) As a result of the adoption of this article, become nonconforming.
 - (b) Are recognized as illegal nonconforming signs.
- (2) Lawful Existing Signs.** Any sign lawfully existing at the time of adoption of this article which does not fully comply with all provisions shall be considered a legal nonconforming sign and may be permitted to remain as long as the sign is properly maintained, there is no increase in nonconformity, and the sign is not detrimental to the health, safety, and welfare of the community except as hereafter provided. Signs on which an enforcement action have been initiated by the city are not considered lawful signs for the purposes of this section.
- (3) Alteration.** No nonconforming sign shall be altered, reconstructed, or re-erected, unless the alteration, reconstruction, or re-erection complies with the provisions of this article. For the purpose of this article only, the term "altered" or "reconstructed" shall not include normal maintenance or replacement of sign copy when no changes are made to the frame or structure of the sign. Nonconforming signs and sign structures shall be removed or made to conform within ninety (90) days of the termination of the use to which they are accessory.
- (4) Continuance.** A nonconforming sign shall not be:

 - (a) Relocated, expanded, or structurally altered to prolong the life of the sign or to change the shape, size, type, placement, or design of the sign.
 - (b) Repaired after being damaged if the repair of the sign would cost more than fifty (50%) percent of the cost of a similar new sign. Such sign shall be brought into compliance with this article or shall be removed.
- (5) Removal of Nonconforming Signs.** If the owner of a sign or the premises on which a sign is located changes the location of a building, property line or sign, or changes the use of the land or building so that any sign on the premises is rendered nonconforming, such sign must be removed or made to conform to this article.

Q. Administration, Permits, Inspections and Enforcement

(1) Permits and Applications

- (a) Permit Required.** It shall be unlawful for any person to erect, re-erect, alter, or relocate any sign, excluding those listed in D., without first obtaining a permit in accordance with the provisions set forth in this article. A permit shall require the payment of a fee in accordance with the schedule adopted by resolution of the city board. Any sign that makes use of electricity shall, in addition to a sign permit, require an electrical permit, regardless of size.
- (b) Applications.** Applications for sign permits shall be made upon forms provided by the Building Department for this purpose and shall contain the following information:

1. Name, address, and phone number of applicants.
2. Location of the building, structure, or lot on which the sign is to be attached or erected.
3. Position of the sign on the building, structure, or lot on which the sign is to be attached or erected.
4. Position of the sign in relation to nearby buildings, structures, property lines, and right-of- ways, exiting or proposed.
5. Two (2) copies of the plans and specifications and method of construction and attachment to the building or the ground.
6. Copies of sheets and calculations, if deemed necessary, which show the structure is designed for dead load and wind pressure in accordance with the regulations adopted by the City.
7. Name and address of the sign erector.
8. Insurance policy and/or performance guarantee as required in the Code.
9. Such other information as the building official may require to show full compliance with this and all other applicable laws of the city and the state of Michigan.
10. When public safety so requires, the application containing the aforesaid material shall, in addition, bear the certificate or seal of a registered structural or civil engineer as a condition to the issuance of a permit.
11. Indicate the zoning district in which the sign is to be located.
12. A landscaping plan for the area surrounding the sign base, if applicable.

(c) **Review of application; issuance of permit.**

1. **Planning commission review.** Sign permit applications submitted in conjunction with the proposed construction of a new development, building or addition to an existing building shall be reviewed by the planning commission as a part of the required site plan review. Proposed signs must be shown on the site plan.
2. **Building official review.** The building official shall review the sign permit application for any sign proposed on a site or existing building where no other new construction is proposed.
3. **Issuance of a permit.** Following review and approval of a sign application by the planning commission or building official, as appropriate, the building official shall issue a sign permit for signs that meet all the requirements of this article.

- (d) **Permit Expiration.** A sign permit shall become null and void if the work for which the permit was issued is not completed within six (6) months of the date of issue.
- (e) **Sign Maintenance and Message Change.** No permit shall be required for ordinary servicing, repainting of existing sign message, or cleaning of a sign. No permit is required for change of message of a sign designed to allow for message change without a change of structure, such as a bulletin board or billboard. Structural changes to a sign frame or support shall require a permit.

(2) Inspection and Maintenance

- (a) **Inspection of new signs.** All signs for which a permit has been issued shall be inspected by the building official when erected. Approval shall be granted only if the sign has been constructed in compliance with the approved plans and applicable Zoning Ordinance and building code standards.
- (b) **Inspection of existing signs.** The building official shall have the authority to routinely enter onto property to inspect existing signs. In conducting such inspections, the building official shall determine whether the sign is located in the permitted area, adequately supported, painted to prevent corrosion, and so secured to the building or other support as to safely bear the weight of the sign and pressure created by the wind.
- (c) **Correction of defects.** If the building official finds that any sign is unsafe, insecure, improperly constructed, or poorly maintained, the sign erector, owner of the sign, or owner of the land shall make the sign safe and secure by completing any necessary re-construction or repairs, or entirely remove the sign in accordance with the timetable established by the building official.

(3) Compliance Certificate Required

- (a) **Compliance Certification.** All signs shall be inspected at original installation and if found to be in full compliance with the provisions this article, shall be issued a Certificate of Compliance.
- (b) **Inspections.** The building official may cause existing signs to be inspected on a periodic basis, at least once every two (2) years to determine continuation of compliance with the provisions of this article.
- (c) **Inspection Fee.** An inspection fee may be established by the City Board. Such fee shall be charged to the owner of each sign inspected, at the time of inspection, provided that such fee shall not be imposed more than once in any year.
- (d) **Concealed Work.** In cases where fastenings are to be installed and enclosed in such a manner that the building official cannot easily remove material to see the fastenings and material used, the building department may advise the sign erector so that the inspection may be made before concealment, if such inspection is deemed necessary by the building official.
- (e) **Removal of Signs.** Should any sign be found unsafe, insecure, improperly

maintained, or constructed or not in accordance with the requirements of this article, the erector and/or owner shall be required to make any such sign safe, secure, and otherwise in compliance with the requirements of this article within thirty (30) days of written notice. Failure to comply shall result in an order to remove the sign within forty-eight (48) hours from the time of notification in writing of the same from the building department.

- (f) **Exception.** Existing signs determined to be unsafe and an immediate hazard to health or safety shall be removed, repaired, or secured within twenty-four (24) hour of notification. 38-404
 - (g) **Exemptions.** Exempt signs as provided in Section D. shall not be required to obtain a Certificate of Compliance.
 - (h) **Responsibility of Compliance.** The owner of any property on which a sign is placed, and the owner of the sign are declared to be equally responsible for the erection, safety, and condition of the sign and the area in the vicinity thereof subject to provisions of this article.
- (4) Sign Erector Requirements.** Permits may be issued only to licensed persons in compliance with the following provisions.
- (a) **License application.** Any person before engaging or continuing in the business of erecting or repairing signs in the City shall apply for a sign erector's license.
 - (b) **Insurance Certificates.** To obtain said license the applicant shall first furnish the city a Commercial General Liability insurance policy in the amount of \$1,000,000.00. The Commercial General Liability Insurance policy shall include an endorsement, or policy language, naming the city as an additional insured. Said license shall automatically terminate upon the expiration of the insurance policy unless evidence of renewal is filed with the city clerk. All persons erecting, installing, repairing, replacing or otherwise engaging in such activities with respect to an electric sign or outline lighting must also be appropriately licensed as required by the Michigan Electrical Administrative Act 217 of 1956, as amended.
 - (c) **Lapsing of Insurance.** If at any time, the insurance of any sign erector is permitted to lapse, his/her/its license and right to obtain permits shall automatically be revoked until a current certificate of insurance is filed with the building department.
 - (d) **Notification of Change.** A sign erector shall notify the building department of any change in address and if a firm or corporation, any change in ownership or management if other than that indicated on the insurance.
 - (e) **Revocation.** The license of a sign erector may be suspended or revoked as otherwise provided for in this Code.

R. Appeals

Any party who has been refused a sign permit for a proposed sign may file an appeal with the zoning

board of appeals, in accordance with Sec. 40-12.05 of the City Code. In determining whether a variance is appropriate, the zoning board of appeals shall study the sign proposal, considering any extraordinary circumstances, such as those listed below, that would cause practical difficulty in complying with the sign standards. The presence of any of the circumstances listed may be enough to justify granting a variance. However, the zoning board of appeals may decline to grant a variance even if some circumstances are present.

- (1) Permitted signage could not be easily seen by passing motorists due to the configuration of existing buildings, trees, or other obstructions, which cannot be legally and/or practically removed.
- (2) Permitted signage could not be seen by passing motorists in sufficient time to permit safe deceleration and exit. In determining whether such circumstances exist, the zoning board of appeals shall consider the width of the road, the number of moving lanes, the volume of traffic and speed limits.
- (3) Existing signs on nearby parcels would substantially reduce the visibility or advertising impact of a conforming sign on the subject parcel.
- (4) Construction of a conforming sign would require removal or severe alteration to natural features on the parcel, such as but not limited to removal of trees, alteration of the natural topography, filling of wetlands, or obstruction of a natural drainage course.
- (5) Construction of a conforming sign would obstruct the vision of motorists or otherwise endanger the health or safety of passers-by.
- (6) Variance from certain sign regulations would be offset by increased building setback, increased landscaping, or other such enhancements, so that the net effect is an improvement in appearance of the parcel, compared to the result that would be otherwise achieved with construction of a conforming sign.
- (7) A sign which exceeds the permitted height or area standards of the ordinance would be more appropriate in scale because of the large size or frontage of the parcel or building or within a building setback significantly greater than required by ordinance.

S. Violations; removal of signs

- (1) A violation of any provision or requirement of this article is a municipal civil infraction, subject to enforcement and the fines and penalties for civil infraction violations as set forth in the Code of Ordinances, in addition to the penalties set forth herein.
- (2) In addition to the remedies set forth in paragraph A, above, the enforcement officer or his/her designee shall have the right to revoke any permit issued hereunder for a violation of this article. Any of the grounds upon which the initial permit application may be denied shall also constitute grounds for such revocation. In addition, the failure of the sign erector and property owner to comply with the provisions of this article or other provisions of this Code or other law shall also constitute grounds for revocation of the permit. The sign erector and property owner shall be notified in writing by the enforcement officer or his/her/its designee of the specific grounds for a revocation and demand for correction and abatement. Such notice may be served personally or by registered mail, return receipt requested. The notice shall allow a maximum of ten (10)

business days after service of the notice to correct or abate the violation. Additional time may be granted by the enforcement officer or his/her designee when bona fide efforts to remove or eliminate the offending condition are in progress. The notice shall provide that the sign erector and property owner may request a hearing on the notice and permit revocation by filing an appeal with the zoning board of appeals.

- (3) If a violation is neither remedied nor appealed within the given time period set forth by the written notice, the enforcement officer or his/her designee shall have the right to revoke the sign permit. Upon revocation of a permit issued pursuant to this ordinance, the sign erector or property owner of the parcel on which the sign has been placed shall remove the sign from the property within ten (10) calendar days from the date of the notice and, if not so removed within the time period, the city or city's contractor may initiate removal of the sign. All costs associated with the removal of the sign and correction of the offense incurred by the city, or the city's contractor, shall be the joint and several responsibilities of the permittee and property owner. If such obligation is not paid within thirty (30) days after mailing of the bill of costs to the property owner, the city may place a lien upon such real property enforceable as a tax lien in the manner prescribed by the general laws of this state against the property and collected as in the case of general property tax. If the same is not paid prior to the preparation of the next assessment roll of the city, the amount shall be assessed as a special tax against such premises on the next assessment roll and collected thereunder.

T. Severability

If any section, clause or provision of this ordinance shall be declared to be unconstitutional, void, illegal or ineffective by any court of competent jurisdiction, the validity of the ordinance as a whole, or in part, shall not be affected other than the part invalidated, and such section, clause or provision declared to be unconstitutional, void or illegal shall thereby cease to be a part of this ordinance, but the remainder of this ordinance shall stand and be in full force and effect.

U. Substitution Clause

Noncommercial messages shall be permitted on any sign constructed or erected in compliance with this ordinance.

Section 3. Repealer.

This ordinance repeals any ordinances in conflict thereof.

Section 4. Savings Clause.

Nothing in this ordinance shall be construed to affect any suit or proceeding pending in any court, or any rights acquired, or liability incurred, or any cause or causes of action acquired or existing, under any act or ordinance hereby repealed as cited in this ordinance; nor shall any just or legal right or remedy of any character be lost, impaired, or affected by this ordinance.

Section 5. Publication and Effective Date.

This ordinance shall be effective on the 8th day after publication, or a later date as provided in the Michigan Zoning Enabling Act for when a petition for voter referendum on this ordinance and/or a notice of intent to submit such a petition is timely filed with the City Clerk.

Section 6. Adoption.

That this ordinance was duly adopted by the City of Huntington Woods City Commission at its regular meeting called and held on _____, 2023 and was ordered given publication in the manner required by law.

CITY OF HUNTINGTON WOODS

Heidi Brown-Barckholtz, City Clerk

Adoption Date: _____, 2023
Publication Date: _____, 2023
Effective Date: _____, 2023

CITY OF HUNTINGTON WOODS
ORDINANCE NO. _____

AN ORDINANCE TO AMEND THE CITY OF HUNTINGTON WOODS CODE OF ORDINANCES, CHAPTER 40, ZONING, ARTICLE 2, SECTION 2.2, DEFINITIONS, TO REMOVE CERTAIN DEFINITIONS; AND ARTICLE 10, SITE DESIGN STANDARDS, SECTION 10.11, SIGNS, TO AMEND THE REGULATIONS PERTAINING TO SIGNS IN THEIR ENTIRETY; AND TO PROVIDE PENALTIES FOR VIOLATIONS THEREOF.

THE CITY OF HUNTINGTON WOODS ORDAINS:

Section 1. Amendment of Chapter 40, Article 2, Section 2.2.

Chapter 40, Article 2, Definitions, Section 2.2, Definitions is hereby amended to delete the definitions of "Sign" and "Sign Board" from the ordinance.

Section 2. Amendment of Chapter 40, Article 10.

Chapter 40, Zoning, Article 10, Site Design Standards, Section 10.11, Signs, shall be amended and replaced in its entirety to read as follows:

ARTICLE 10, SIGNS

A. Purpose and Intent

Signs may be erected or maintained in the City of Huntington Woods only as permitted by this article and subject to other restrictions contained in this Code. The sign regulations in this article are intended to balance the public and private interests and to promote a safe, well-maintained, vibrant, and attractive community while accommodating the need for signs to inform, direct, identify, advertise, advocate, promote, endorse, and otherwise communicate information. The sign regulations of this article are intended to ensure that signs are located, designed, sized, constructed, installed, and maintained in a way that protects and promotes safety, health, aesthetics, and the public welfare while allowing adequate communication. This section also contains provisions for art installations which may be regulated as a sign depending on the circumstances.

The following municipal interests are considered by the city to be compelling government interests. Each interest is intended to be achieved in a manner that represents the least restrictive means of accomplishing the stated interest, and in all events intended to promote an important government interest that would not be effectively achieved absent the regulation. Regulating the size and location of signage in the most narrowly tailored manner represents the least restrictive means of addressing the targeted government interests of avoiding nuisance-like conditions while maintaining and improving pedestrian and vehicular safety and efficiency; character and quality of life; economic development and property values; and property identification for emergency response and wayfinding purposes.

- (1) Pedestrian and Vehicular Safety.** Maintaining pedestrian and vehicular safety are predominant and compelling government interests throughout the city, with particular emphasis on the safety of pedestrians. The sidewalk network provides facilities for pedestrians in the city even in automobile-oriented commercial and non-residential areas.

The city recognizes that pedestrian traffic in the commercial areas leads to retail sales, and it serves a variety of business, entertainment, government, and residential uses in the districts. In addition, the city also accommodates automobile-oriented businesses and other land uses that generate motor vehicle trips.

Since most signage is intended and designed to attract the attention of operators of motor vehicles, thereby creating distractions from vigilance for traffic and pedestrian safety, this ordinance is intended to regulate signs such as to reduce such distractions and, in turn, reduce the risk for crashes, property damage, injuries, and fatalities, particularly considering the rate of speed at which the vehicles are traveling in these districts.

- (a) The city encourages signage that will inform pedestrians regarding their desired locations without conflicting with other structures and improvements in these districts, while concurrently allowing effective signage for motorists. These interests are legitimately supported by limiting the maximum size of signage, providing setbacks where relevant, and specifying minimum-sized characters for efficient perception by motorists and pedestrians, while minimizing distractions that could put pedestrians at risk.
 - (b) In some circumstances, adjusting the size, setback, and other regulations applicable to signage may be important to avoid confusion and promote clarity where vehicular speeds vary on busy thoroughfares.
 - (c) In multi-tenant buildings and centers, it is compelling and important to provide distinct treatment with a gradation of regulation for individual identification depending on base sign size, amount of road frontage, and the like, all intending to provide clarity to alleviate confusion and thus additional traffic maneuvers, provide a minimum size of characters to allow identification, and maintain maximum-sized overall signage to prevent line-of-sight issues.
 - (d) Maximum size and minimum setback of signage is compelling and important to maintain clear views for both traffic and pedestrian purposes.
- (2) **Character and Quality of Life.** Achieving and maintaining attractive, orderly, and desirable places to conduct business, celebrate civic events, entertain people, and provide housing opportunities is directly related to the stability of property values. This ordinance intends to allow signs that are of sufficient, but not excessive, size to perform their intended function as necessary to provide and maintain the city's character and support neighborhood stability. Signs that promote potential vehicular and pedestrian conflict, hinder sight distance, and distract from the pedestrian experience will be prohibited in efforts to preserve the character and unique experience within the city. Also, the intent of this ordinance is that signs will reflect the character of unique districts as may be established by the city's Master Plan, other adopted plans or the zoning ordinance.
- (3) **Economic Development and Property Values.** It is found that there is a clear relationship between the promotion of a set of specifications and restrictions for signage and the promotion of economic development, recognizing that unregulated and haphazard determinations concerning the size, location, and other characteristics of signs tends to result in an appearance that reduces economic development, and, in the long-term, property values. In addition, the establishment of the restrictions in this ordinance

has a direct relationship to creating stability and predictability, allowing each private interest to secure reasonable exposure of signage, and thus promote business success. The application of the restrictions in this ordinance allows businesses to reasonably command attention to the content and substance of their messages while concurrently allowing the promotion of other visuals, including types of business, landscaping, and architecture, all promoting economic development and property value enhancement.

- (4) **Avoidance of Nuisance-Like Conditions.** Due to the concentration of people and activities, there is a potential for, and it is a compelling interest to avoid, blight, physical clutter, and visual clutter in the city, recognizing that such conditions tend to create nuisance-like conditions contrary to the public welfare. The result of these conditions leads to diminished property values, reduced attractiveness of the community, and reduced quality of life within the districts. Minimum regulations that substantially relate to signage are compelling and important and are necessary for the maintenance and well-being of positive conditions, good character, and quality of life in the city. Ultimately, these regulations are compelling and important for the protection of the City's character and residents.
- (a) An excessive number of signs in one location creates visual blight and clutter, as well as confusion of the public. Thus, limiting the number of signs on properties, and establishing setbacks from property lines is a compelling interest that can be directed with minimum regulation.
 - (b) Signs that are too large and not properly spaced can lead to confusion, undermine the purposes of the signs, and ultimately lead to physical and visual clutter which can create safety issues for pedestrians and motorists. Establishing maximum sizes and locations can be the subject of clear and effective regulations that address this compelling and important interest.
 - (c) Requiring minimum construction and maintenance specifications for signs can minimize the creation of blight and clutter due to the deterioration of signs that are not durable or otherwise well-constructed, and such regulations would be consistent with construction codes for other structures. These requirements can be enforced with efficient and low discretion application and review.
 - (d) The sign ordinance is designed to prevent blight and protect aesthetic qualities by preventing visual clutter and protecting views. There is a compelling governmental interest that signs avoid glare, light trespass, and skyglow. A framework that enables the selection of proper fixture types and location, use of supportive lighting technology, and control of light levels in a reasonable fashion is consistent with regulations that are narrowly tailored to achieve the City's interests.
- (5) **Property Identification for Emergency Response and Wayfinding Purposes.** Locating a business or residence by emergency police, fire, and other emergency responders can be a matter of life and death, and thus it is a compelling interest to ensure that proper, understandable, unambiguous, and coordinated signage be permitted and required, and specifications for such purposes can be accomplished in a simple and narrow manner. Wayfinding for vehicular and pedestrian purposes is also a compelling interest to avoid confusion in public rights-of-way, and unnecessary intrusions on private

property, and sign specifications for such wayfinding can be coordinated with property identification for emergency purposes.

- (6) **Protection of the Right to Receive and Convey Messages.** The important governmental interests contained herein are not intended to target the content of messages to be displayed on signs. In no respect do the regulations of signage prohibit a property owner or occupant from an effective means of conveying a desired message. Nothing in this ordinance is intended to prohibit the right to convey and receive messages, particularly noncommercial messages such as religious, political, economic, social, philosophical, or other types of speech protected by the First Amendment of the United States Constitution.
- (7) **Ease of Administration.** To have standards and administrative review procedures that are simple for property owners, tenants, and sign installers to understand and follow.

B. **Definitions.** The following words and phrases shall have the meanings set forth in this article when they are used in this article:

- (1) **Sign Definitions, Sign Types.** The following definitions apply to types of signs based on the characteristics of the sign without respect to the content of the message:

(a) **Air-Activated Signs.** A sign that is inflated by air or uses air flow to induce movement. Inflatable objects used for signs are often made of flexible fabric and are equipped with a motor to blow air into the object. Air-activated signs are typically temporary and are restrained, attached, or held in place by a cord, rope, cable, or similar method, but can be permanent.

(b) **Animated Sign.** A sign that has any visible moving part either constantly or at intervals; flashing, scintillating, intermittent, or oscillating lights; visible mechanical movement of any description; or other apparent visible movement achieved by any means that move, change, flash, oscillate or visibly alters in appearance to depict action, create an image of a living creature or person, or create a special effect or scene. This definition does not include Changeable-Copy Signs and Electronic Message Center (EMC) Signs that comply with this article.

~~(b)(c)~~ **Art Installations.** Installation of art pieces (sculptures, murals, posters, or paintings) on the exterior of a building or on the grounds of such a building may be allowed at the discretion of the Zoning Administrator. If such an installation is primarily for the purpose of advertising a particular brand or business, then it shall be treated as a sign and subject to the requirements of this ordinance governing such signage. Installation of art pieces (sculpture, murals, posters, or paintings) on the exterior of a building or on the grounds of such a building may be allowed at the discretion of the Zoning Administrator. The exercise of discretion will be based on the goal of permitting such art installations to beautify the community as appropriate with a wide variety of high-quality art projects. The presence of artwork creates a competitive edge and enticement by attracting people who are curious about the artwork. Residents and visitors may pause to enjoy the artwork's surprising and aesthetic delights and may return to experience the art again. However, if such an installation has as part of its purpose advertising a particular brand or business, then it shall be treated in whole or in

part, based upon the area of the advertisement, and subject to the requirements of this section governing such sign.

- (e)(d) **Awning Sign.** A permanent sign painted or screen printed on the exterior surface of an awning.



Figure 1: Awning Sign

- (e) **Banner Sign.** A temporary sign on paper, cloth, fabric or other flexible or combustible material of any kind that is attached flat against a structure or strung between two poles or structures.



Figure 2: Banner Sign

- (f) **Bench Sign.** A sign applied to or affixed to the seat or back of a bench.
- (g) **Billboard Sign.** A large sign erected, maintained, and used for the purpose of displaying messages that can be seen from a long distance or read from a vehicle traveling at high speeds. A Billboard Sign differs from a Freestanding Sign based on its larger size. Due to the limited size and residential character of the city, billboards are not permitted within the city's boundaries.
- (h) **Blade Sign.** Blade sign means a pedestrian-oriented sign, adjacent to a pedestrian walkway or sidewalk, attached to a building wall, marquee, awning, or arcade with the exposed face of the sign in a plane that is perpendicular to the plane of the building wall.

- (i) **Canopy Sign.** A permanent Projecting Sign affixed to the side or bottom surface(s) of an attached canopy.



Figure 3: Canopy Sign

- (j) **Changeable-Copy Sign.** A permanent sign or portion thereof on which the copy or symbols change either automatically through electrical or electronic means or manually through placement of copy and symbols on a panel mounted in or on a track system.
- (k) **Display Board.** An accessory sign displayed near a public building entrance either on the building or on a freestanding podium. Display Boards are intended to be viewed at close proximity. Examples include displaying menus, special sales, and descriptions of goods or services provided within the building.



Figure 4: Display Board

- (l) **Electronic Message Center (EMC) Sign.** An electrically activated changeable-copy sign whose variable message and/or graphic presentation capability can be electronically programmed.
- (m) **Entranceway Signs.** A sign placed at a major entrance to a development consisting of multiple users, parcels, lots, or a combination of each. Entranceway signs are often integrated into freestanding walls, columns, boulders, or other distinguishing features unique to the development.



Figure 5: Entranceway Sign

- (m) **Feather flag.** A vertically oriented banner attached to a single pole allowing the fabric to hang loose at one, two or three of the four corners that is typically used to advertise a business, brand or event.

Formatted: Indent: Left: 1", Hanging: 0.5", Right: 0",
Space Before: Auto, After: Auto

- (n) **Festoons.** A string of ribbons, pennants, spinners, streamers, tinsel, small flags, pinwheels, or lights, typically strung overhead and/or in loops.
- (o) **Flag.** A sign on paper, cloth, fabric or other flexible or combustible material of any kind that is attached to a permanent conforming pole in accordance with the zoning ordinance and the building code. Flags are typically supported on one side of the sign. Flags are not considered air-activated signs for the purposes of this ordinance.



Figure 7: Flag
Figure 6

- (p) **Freestanding Sign.** A sign supported by one or more uprights, poles, pylons, monuments, or braces placed in the ground and not attached to any building or other structure. Freestanding signs include Monument Signs, but do not include



Figure 8: Freestanding Sign

Billboards.

- (q) **Incidental Sign.** A small sign, usually two (2) square feet or less, designed and located to be viewed by persons on a property and are generally not visible or legible from the right-of-way or adjacent properties. Examples of incidental signs include, but are not limited to, credit card signs, signs indicating hours of business, no smoking signs, signs used to designate bathrooms, handicapped signs, traffic control signs that conform to the requirements of the Michigan Manual of Uniform Traffic Control Devices, and other signs providing information to be read at close proximity.
- (r) **Interior Sign.** A sign placed within a building, but not including a Window Sign

as defined by this Ordinance, that is not visible from any public street, sidewalk, alley, park or public property.

- (s) **Marquee Sign.** A type of projecting sign typically mounted perpendicular to the building façade in a vertical manner. Marquee signs often include a changeable copy component in addition to the display of a permanent message but are not required to have changeable copy.



Figure 9: Marquee Sign

- (t) **Monument Sign.** A base-mounted, freestanding sign placed on the ground and not attached to any building or other structure. A Monument Sign includes a solid supporting base of at least twenty-four (24) inches in height and a width equal to or greater than the width of the sign face. Monument signs are constructed of a decorative and durable material (e.g., masonry), and shall have no separations between the sign face and the base.



Figure 10: Monument Sign

- (u) **Nameplates.** Nameplates are typically made of metal, and may display addresses, names or images
- (v) **Nit.** A measure of luminance equal to one candela per square meter.
- (w) **Nonconforming Sign.** A sign that was lawfully permitted at the time it was erected but is not permitted under current law.
- (x) **Permanent Sign.** A sign constructed of durable materials intended to withstand prolonged exposure to exterior elements. Permanent signs are affixed to the ground or a structure by means of footings beneath the ground surface, bolts or screws into a structure, or other method intended to ensure the sign is displayed for an extended period of time with minimal maintenance or replacement of parts.
- (y) **Portable Sign.** A temporary sign designed to be easily movable. Portable signs are typically held in place during the period of display by sandbags, blocks, or other easily movable anchor.

- (z) **Projecting Sign.** A sign attached to a building or other structure and extending beyond the attachment surface by more than eighteen (18) inches. A "Projecting Sign" is differentiated from a "Wall Sign" based on the distance the sign projects from the surface of the building. "Awning Signs," "Canopy Signs," "Blade Signs" and "Marquee Signs" are types of Projecting Signs.



Figure 11: Projecting Sign

- (aa) **Roof Sign.** A sign that is erected, constructed, and maintained upon, against, or above the roof or parapet of a building or any portion thereof. A sign mounted upon a mansard fascia that does not project above the highest point of the roof or parapet is considered a "Wall Sign."
- (bb) **Sandwich Board Sign.** A temporary sign that is not permanently anchored or secured to either a building, structure, or the ground. Often referred to as "sidewalk signs," sandwich board signs include, but are not limited to, "A" frame, "T" shaped, or inverted "T" shaped stands.



Figure 12: Sandwich Board Sign

- (cc) **Support Pole Sign.** Support pole signs is any permanent sign that is mounted on and supported by a pole.
- (dd) **Temporary Sign.** A display sign, banner or other device constructed of cloth, canvas, fabric, plastic or other light temporary materials, with or without a structural frame, or any other sign intended for a limited period of display that is not permanently anchored to the ground or a building.

- (ee) **Transported Sign.** A sign attached to or pulled by a vehicle that may be displayed or affixed to a movable object such as but not limited to a car, truck, trailer, or similar transportation device. A "Portable Sign" does not constitute a "Vehicle Sign."



Figure 13: Transported Sign

- (ff) **Vehicle Sign.** A sign, painted or otherwise, attached to an operable vehicle that is regularly used and moved, including signs on a truck trailer. A "Vehicle Sign" does not constitute a "Transported Sign."



Figure 14: Vehicle Sign

- (gg) **Wall Sign.** A sign attached to, painted on, inscribed, or otherwise set upon the exterior wall or surface of any building, no portion of which projects more than eighteen (18) inches from the wall and which does not project above the roof or parapet line. A "Wall Sign" shall also include a sign mounted upon a mansard fascia that does not project above the highest point of the roof or parapet. Any other sign upon, against, or above the roof or parapet of a building or any portion thereof is defined as a "Roof Sign."



Figure 15: Wall Sign

- (hh) **Window Sign.** A sign that is painted on or attached to a window or glass door that is intended to be viewed from the exterior, including signs located inside a building but visible primarily from the outside of the building.



Figure 16: Window Sign

- (ii) **Yard Sign.** A small temporary sign typically used for non-commercial purposes. Yard signs are characterized by a wire frame, non-durable message surface such as cardboard, plastic, or paper, and are often inserted into a lawn with wire posts. Although variations exist to the materials of the frame and message board, a consistent physical characteristic is its temporary and disposable nature.



Figure 17: Yard Sign

(2) **Definitions, General.**

- (a) **Alteration.** Any change in size, shape, height, or type which changes the appearance of a sign or its structure, or a change in position, location, construction, or supporting structure of a sign.
- (b) **Building Frontage.** The length of the front (entry) portion of a building occupied by a single tenant, often facing a street fronting the premises on which the tenants are located.
- (c) **Glare.** Light emitting from a luminaire with intensity enough to reduce a viewer's ability to see, and in extreme cases, causing momentary blindness.
- (d) **Grade.** The average of the existing natural grade of the area within ten (10) feet of the influence of the sign.
- (e) **Height, Maximum.** Shall be measured from grade to the highest edge of the sign surface or its projecting structure.
- (f) **Height, Minimum.** Shall be measured from grade to the lowest edge of the sign surface or its projecting structure.

- (g) **Lot, zoning.** A single tract of land, located within a single block, which at the time of filing for a sign permit is designated by its owner or developer as a tract to be used, developed, or built upon as a unit, under single ownership or control.
- (h) **Luminaire.** A luminaire is a complete lighting system, which includes a lamp or lamps and a fixture.
- (i) **Owner.** A person, firm, partnership, association, company, or corporation, or any other legal entity, and/or its legal successors, heirs, and assigns.
- (j) **Premises.** The contiguous land in the same ownership or control which is not divided by a public street.
- (k) **Sign.** Any display or object which is primarily used to identify or display information or direct or attract attention by any means which is visible from any public street, sidewalk, alley, park, or public property and is otherwise located or set upon or in a building, structure or piece of land. The definition does not include goods displayed in a window.
- (l) **Sign Area.** The entire area within a circle, triangle, rectangle, oval, or other geometric shape enclosing the extreme limits of writing, representation, emblem, or any figure of similar character, together with any frame or other material or element forming an integral part of the display or used to differentiate the sign from the background against which it is placed, excluding the necessary supports or uprights on which such sign is placed.

C. Sign Design Standards in All Zoning Districts

(1) Construction Standards.

- (a) **General requirements.** All signs shall be designed and constructed in a safe and stable manner in accordance with the city's adopted building code and electrical code. All electrical wiring associated with a freestanding sign shall be installed underground.
- (b) **Building code compliance.** All permanent signs shall be designed to comply with maximum wind pressure and other requirements contained in the adopted Building Code.
- (c) **Framework.** All signs shall be designed so that the supporting framework, other than the supporting poles on a freestanding sign, is contained within or behind the face of the sign or within the building to which it is attached to be totally screened from view.

(2) Illumination.

- (a) **General requirements.** Signs shall be illuminated only by steady, stationary, shielded light sources directed solely at the sign, or internal to it. Temporary signs shall not be illuminated. Permanent signs may be internally or externally illuminated, except where prohibited in this article.

- (b) **General Illumination:** Maximum **sign** luminance shall not exceed 0.3 foot-candles above ambient light measurement based upon the **area** of the **sign** (in square feet) and distance measured perpendicular to the **sign** face in accordance with the following table (Table 403-1):

Table 403-1 Maximum Light Levels of Electronic Message Signs		
Maximum Allowed Ambient Light Level	Area of Sign (sq. ft.)	Measurement of Distance (ft)*
0.3 foot-candles	10	32
0.3 foot-candles	15	39
0.3 foot-candles	20	45
0.3 foot-candles	25	50
0.3 foot-candles	30	55
0.3 foot-candles	35	59
0.3 foot-candles	40	63
0.3 foot-candles	45	67
0.3 foot-candles	50	71
0.3 foot-candles	55	74
0.3 foot-candles	60	77

Source: Model Code, Illuminating Engineering Society of North America

* Measured in feet, perpendicular to the face of the sign.

- (c) **Non-glare shielded lighting.** A sign shall not display light of such intensity or brilliance to cause glare, impair the vision of an ordinary driver, or constitute a nuisance. Use of glaring undiffused lights or bulbs is expressly prohibited. The source of illumination shall not be visible, shall be fully shielded, and shall cause no glare hazardous to pedestrians, motorists or adjacent residential uses or districts. In order to further reduce glare, no design shall have a white or near white background.
- (d) **Bare bulb illumination.** Illumination by bare bulbs or flames is prohibited, except that bare bulbs are permitted on theatre marquees.
- (e) **Traffic hazards.** Sign illumination color and/or brightness that create a traffic hazard are prohibited.

- (3) **Electronic Message Center (EMC) Signs.** EMC signs may be permitted on monument signs in non-residential and appropriately zoned districts subject to the standards of this section and the following regulations:
- (a) **Frequency of Change.** Signs with the ability to change displays shall not change more frequently than one (1) time per ten (10) seconds. Animated signs are expressly prohibited.
 - (b) **Manner of Change.** Signs with the ability to change displays must be designed to change the display instantaneously. Flashing, scrolling, fading, dissolving, osculating, spinning, twirling, video display, or other type of motion are expressly prohibited.
 - (c) **Internal Illumination.** EMC signs, ~~including billboards,~~ shall not emit more than 5,000 nits in full daylight and 100 nits during night hours, which commence no later than one hour after sunset and extend through no earlier than sunrise. The displays shall transition smoothly at a consistent rate from the permitted daytime brightness to the permitted nighttime brightness levels. All EMC signs shall have functioning ambient light monitors and automatic dimming equipment which shall always be set to automatically reduce the brightness level of the sign proportionally to any reduction in the ambient light. In order to verify compliance with City Code or other applicable law, the interface that programs an EMC sign shall be made available to city staff for inspection upon request. If the interface is not or cannot be made available upon the city's request, the sign shall cease operation until the city has been provided proof of compliance with City Code.
 - (d) **Rendering:** A color rendering of the display shall be provided for consideration of the planning commission during site plan review, and the planner and building official during an administrative review.
 - (e) **Area:** An electronic changeable copy or electronic graphic display area shall not exceed more than 80 percent of the actual sign area of any monument sign.
 - (f) **Integration into sign:** The electronic changeable copy or electronic graphic display areas on monument shall be part of the same sign face as a monument sign without electronic display technology and shall be integrated into the face of such sign by use of a border or similar design treatment that provides a visual linkage to the remainder of the sign.
 - (g) **Default.** All electronic message signs shall default to an unlit black screen if fifty (50%) percent or more of the light source fails or if the light source otherwise is not displaying properly.
- (4) **Sign Measurement.** The total sign area is to be expressed in square feet and shall be computed as herein set forth.
- (a) Single face sign total area shall be computed as the number of square feet within lines drawn at the outer perimeter forming any single and/or combination of geometric shapes, such as a square, rectangle, triangle, oval, or circle encompassing the extreme limits of an individual letter(s), word(s), logo(s),

message(s), representations, emblem or any similar figure, including open space(s), together with any frame or other material forming an integral part of display used to differentiate such sign from the background against which it is placed. Uprights or supports for freestanding signs are excluded from this measurement.

- (b) Double-face signs having two (2) faces of equal size arranged and/or positioned back-to-back and parallel, or with the faces at an included angle of not more than thirty (30) degrees in the plain or vertical views the area of the sign, shall be computed as one half ($\frac{1}{2}$) of the total area of the two (2) faces. When the faces of such a sign are not of equal area, then the area of the sign shall be computed as the total area of the largest face. When signs have three (3) to four (4) faces of equal size arranged and/or positioned with the faces at an angle of more than thirty (30) degrees in the plain or vertical view, the area of the sign shall be computed as the total area of the largest two (2) faces. The area of three-dimensional signs shall be measured by computing the total area of the largest two (2) faces measured at a two-dimensional view.
- (c) When two (2) single-face wall signs are arranged and/or positioned within thirty-six (36) inches of each other, the area of the two (2) signs shall be computed as one (1) single face sign and total area shall include the open space between the two (2) separate faces.
- (d) The height of the sign shall be measured from grade. The maximum sign height shall be measured from grade to the top of the sign. The minimum height, if applicable, shall be measured from grade to the bottom of the sign.
- (e) The area of a cylindrical sign shall be computed by multiplying the circumference of the cylinder by its height.

(5) Sign Location.

- (a) **Right-of-Way Prohibited.** No sign, except those established and maintained by the city, county, state, or federal governments shall be located in, project into, or overhang a public right-of-way or dedicated public easement.
- (b) **Clear Vision Triangle Area Prohibited.** No sign shall be located in the clear vision triangle area, which shall mean the triangular area adjacent to the intersection of any street established by measuring a distance of fifteen (15) feet from the point of intersection of two streets along the right-of-way of each of the intersecting streets and connecting the ends of each measure distance to assure adequate visibility sight lines for vehicular traffic approaching the intersection.
- (c) **Compliance with setback requirements.** All permanent signs shall comply with the applicable setback requirements.
- (d) **Projections.** Unless otherwise stated, no sign shall project beyond or overhang the wall or any permanent architectural feature (e.g., awning, canopy, or marquee) by more than eighteen (18) inches and shall not project above or beyond the highest point in the roof or parapet.

- (e) **Safety.** No sign shall be permitted at any location that, in the discretion of the building official, creates any type of safety hazard or visual impediment to pedestrian or vehicular traffic. In making this determination, the building official shall cite any relevant building or electrical codes, provisions of this article or other city ordinances, and/or findings or studies of the public safety department and/or a traffic engineer.
- (6) **Liability Insurance.** If any wall, projecting, pole or roof sign is suspended over a public street or property or if the vertical distance of such sign above the street is greater than the horizontal distance from the sign to the street property line or parapet wall and so located as to be able to fall or be pushed onto public property, then the owner of such sign shall keep in force a Commercial General Liability Insurance policy in the amount of \$1,000,000.00. The Commercial General Liability Insurance policy shall include an endorsement, or policy language, endorsing the city as an additional insured.
- (7) **Landscaping.** The area surrounding signs shall be landscaped to match the design characteristics of the site as determined by the Zoning Administrator. The landscaping shall be maintained such that the sign remains visible to passing motorists.
- (8) **Setbacks and Distances.** The following setback and distance measurements shall be met:
 - (a) The distance between two (2) signs shall be measured along a straight horizontal line that represents the shortest distance between the two (2) signs.
 - (b) The distance between a sign and a parking lot or building shall be measured along a straight horizontal line that represents the shortest distance between the outer edge of the parking lot or building.
 - (c) The distance between a sign and a building or property line shall be measured along a straight horizontal line that represents the shortest distance between the edge of the sign and the building or property line.

D. Signs Exempt from Permits

The following signs shall be permitted in all zoning districts according to the regulations of this Ordinance and subject to the following provisions. No permit shall be required for signs enumerated below unless otherwise stated. Such exemptions, however, shall not be construed to relieve the owner of the sign from responsibility for its proper location, erection, maintenance, and removal.

- (1) Address numbers with a numeral height no greater than eight (8) inches for each dwelling unit and eighteen (18) inches for any other use, including multiple-family buildings. The posting of these address signs is necessary for the effective delivery of public safety services, which is a compelling governmental interest.
- (2) Any sign on the premises required by law.
- (3) Any sign that conforms to the Federal Highway Administration's *Manual on Uniform Traffic Control Devices* and is installed for the purpose of directing or instructing traffic.
- (4) Nameplates not to exceed two (2) square feet.

- (5) Historical markers or and plaques up to 12 square feet.
- (6) Temporary signage in accordance with this ordinance.
- (7) Official and legal notices signs that are issued by any court, public body, person, or officer in the performance of a public duty, or in giving any legal notice, including signs that are required for any public hearing. Such signs shall be removed according to the requirements of the City, court order or state statute.
- (8) Signs erected on a city, county, state, or federal building or land owned by the authorized public agency.
- (9) Interior signs that are not visible to the outside.
- (10) Any lawful sign in a public or private right-of-way installed by an authorized public agency, including but not limited to, street signs and address signs.
- (11) Private traffic control signs that conform to the requirements of the Michigan Manual of Uniform Traffic Control Devices.
- (12) Not more than three (3) flags, mounted on a pole that is no higher than thirty (30) feet.
- (13) Window signs, not to exceed twenty-five (25) percent of the total window area of the façade facing a road. Window signs must be placed in a manner to ensure visibility into the building for public safety.
- (14) Vehicle signs, where the vehicle on which the sign is displayed does not regularly go unoperated for a period exceeding seven (7) consecutive days.
- (15) Signs displaying noncommercial messages such as religious, political, economic, social, philosophical, or other types of speech protected by the First Amendment of the United States Constitution; provided, however, said signs shall comply with the number and size regulations in the applicable zoning district.
- (16) No Trespassing signs not to exceed one and one half (1) square feet in size, on posts not to exceed a total height of five (5) feet.

Prohibited Signs in All Zoning Districts:

- (17) Art Installations, unless such art installation has as part of its purpose advertising a particular brand or business, in which event a sign permit shall be required. In addition, art installations may be subject to other required permits under the City Code such as zoning, electrical, building, etc.

E. Prohibited Signs

The following signs are prohibited in all zoning districts, notwithstanding anything to the contrary in this article.

- (1) Any sign that is not expressly permitted.

- (2) Obsolete signs.
- (3) Animated signs (including revolving signs and rotating signs) and signs that incorporate moving features, except for changeable-copy signs or electronic message center signs explicitly permitted in this article.
- ~~(4) Any sign that displays flashing, animation, scrolling, blinking, or intermittent lights, or lights with changing levels of light intensity.~~
- ~~(5)~~(4) Festoons.
- ~~(6)~~(5) Air-activated signs and balloon signs.
- ~~(7)~~(6) Any sign that is deemed structurally or electrically unsafe by the Building Official.
- ~~(8)~~(7) Signs which hide from view all or any part of any traffic sign, street sign or traffic signal.
- ~~(9)~~(8) Support pole signs, including signs attached to light poles, utility poles, street signpost, and trees. Prohibited support pole signs shall not include support pole signs lawfully installed by an authorized public entity.
- ~~(10)~~(9) Transported signs unless the vehicle with the transported sign is operating lawfully in a public or private road.
- ~~(11)~~(10) Roof signs, except any sign erected or constructed as an integral, or essentially integral, part of the normal roof structure.
- ~~(12)~~(11) Bench signs, not including permanently mounted plaques intended to be read at close proximity.
- ~~(13)~~(12) Signs on or attached to fences.
- ~~(14)~~(13) Projector-image signs.
- ~~(15)~~(14) Rotating search lights or similar devices.
- ~~(16)~~(15) Temporary electronic message center signs (EMCs).
- ~~(17)~~(16) Signs on public or private towers.
- ~~(18)~~(17) Signs displayed on an unlicensed vehicle or trailer, wagon, or other conveyance. This prohibition shall not apply to temporary "for sale" signs displayed in vehicle windows.
- ~~(19)~~(18) Costume signs. The basis of prohibiting costume signs is that the movement and proliferation of costume signs would degrade traffic safety through the creation of visual distractions.
- ~~(20)~~(19) Banners, flag signs and feather signs.
- ~~(21)~~(20) Any sign located in a public or private right-of-way, unless permitted by the road agency or explicitly permitted elsewhere in this Ordinance.

~~(22)~~(21) Neon, LED, or other light types permanently outlining windows or doors.

~~(23)~~(22) Signs intended to mimic traffic control or emergency services signage. These signs are considered hazards detrimental to pedestrian and vehicular travel and to the public safety and welfare.

F. General Standards for Permitted Signs.

- (1) **Signs permitted in the TD, Transitional District, and BD, Business District.** The following signs are permitted in the TD and BD Districts:

Sign Type	Sign Regulations in TD and BD Districts
Monument Signs	<p>Maximum Number: A structure/lot may have both 1 monument sign and 1 wall sign, so long as the total area of both signs does not exceed 1.5 square foot per linear foot of building facade, not to exceed 150 square feet.</p> <p>Maximum Area: 8 square feet</p> <p>Maximum Height: 8 feet.</p> <p>Maximum Area: 1.5 square feet per foot of road frontage, up to 32 square feet.</p> <ul style="list-style-type: none">For multi-tenant structures or shopping centers: tenants with individual access are permitted 1 sign each; tenants with shared/common access are permitted 1 sign per entrance, both up to a maximum area of 100 square feet. <p>Required Setback: 10 feet from existing right-of-way or access easement, Signs in a planned right-of-way, published by the Road Commission for Oakland County or the Michigan Department of Transportation, may only be permitted with an executed and recordable document ensuring the sign will be removed/relocated at the owner's expense if the right-of-way is expanded to encompass the land on which the sign is located.</p> <p>Setback from Residential Districts: 10 feet from residential district boundary.</p>
Electronic Message Signs	<p>Maximum Height, Size and Number: Shall comply with wall or monument regulations.</p> <p>Maximum Area: Fifty (50%) percent of total permitted sign area.</p>
Wall Signs	<p>Maximum Number and Area:</p> <ul style="list-style-type: none">A structure may have both a monument sign and a wall sign, so long as the total area of both signs does not exceed 1.5 square foot per linear foot of building facade, not to exceed 150 square

	<p>feet.</p> <ul style="list-style-type: none"> For single-tenant structures, 1 wall sign may be located on each side of a building that faces a street or highway. For multi-tenant structures or shopping centers: tenants with individual access are permitted 1 sign each; tenants with shared/common access are permitted 1 sign per entrance, both up to a maximum area of 150 square feet. <p>Maximum Sign Height: The top of a wall sign shall not be higher than whichever is lowest:</p> <ul style="list-style-type: none"> The bottom of the window at the first level of windows above the first story. The height of the building facing the street on which the sign is located. Wall signs shall not project more than twenty-four (24) inches from the face of a wall. <p>Maximum Vertical Dimension: The maximum vertical dimension of any wall sign shall not exceed one-fourth (1/4) of the building height.</p> <p>Maximum Horizontal Dimension: The maximum horizontal dimension of any wall-mounted sign shall not exceed one-half (1/2) of the width of the building.</p> <p>Maximum Area: 1 square foot per linear foot of building facade, not to exceed 150 square feet. For multi-tenant structures or shopping centers: tenants with individual access are permitted up to 150 square feet per sign based on the façade length of the occupied suite; sign area should be allocated on an equal basis for signs for tenants with shared/common access.</p>
Marquee Signs	<p>Design Standards:</p> <ul style="list-style-type: none"> UV-resistant architectural fabric, in matte finish, suitable for outdoor use must be used and shall cover the front of the awning frame. The awning frame shall be constructed of steel or aluminum. Wind and snow load capacities shall be provided to the City as part of the permit process. Applicants should obtain wind and snow load capacities from the product manufacturer. <p>Vertical Clearance: Marquee signs must maintain a minimum of 10 feet vertical clearance beneath any marquee. Marquee signs are</p>

	<p>included in the calculation for total permitted wall signage.</p> <p>Message: The written message shall be affixed flat to the vertical face of the marquee.</p> <p>Projection: Limitations imposed by this article regarding the projection of signs from the face of a wall or building shall not apply to marquee signs; provided that marquee signs shall comply with the setback requirements for the district in which the signs are located.</p>
Awnings and canopies	<p>Substitution: Awnings and canopy signs are permitted in lieu of a wall sign, but shall be subject to all the regulations applicable to wall signs.</p> <p>Maximum Area: the entire awning or canopy shall be considered to be the sign area. Total sign area will be that permitted for the wall sign being replaced by the awning or canopy.</p> <p>Coverage: The total area of the lettering and logo shall not exceed fifty percent (50%) of the total area of the awning or canopy that is visible from the street.</p> <p>Compliance with size requirements for wall signs: The area of signs on awnings or canopies shall be counted in determining compliance with the standards for total area of wall signs permitted on the parcel.</p> <p>Projection: Limitations imposed by this article regarding the projection of signs from the face of a wall or building shall not apply to awnings and canopies; provided that awnings and canopies shall comply with the setback requirements for the district in which the signs are located.</p> <p>Vertical clearance: A minimum vertical clearance of ten (10) feet shall be provided beneath any awning or canopy.</p> <p>Design Standards:</p> <ul style="list-style-type: none"> • UV-resistant architectural fabric, in matte finish, suitable for outdoor use must be used and shall cover the front of the awning frame. • The awning frame shall be constructed of steel or aluminum. • Wind and snow load capacities shall be provided to the City as part of the permit process. Applicants should obtain wind and snow load capacities from the product manufacturer. <p>Maintenance: Torn, frayed, ripped, faded, stained, soiled, or dirty awnings shall be replaced immediately.</p> <p>Illuminated fabric canopy signs: A translucent fabric canopy sign</p>

	with internal illumination shall be considered a wall sign. The entire surface of the illuminated fabric sign shall be counted in the determination of sign area. Illumination levels shall be subject to Sec. 38-403-BC(2) .
Projecting Signs	<p>Maximum Number: 1 per public entrance, spaced a minimum of 20 feet apart.</p> <p>Placement: Projecting signs must be installed at a 90-degree angle from the building wall, at least 10 feet above the sidewalk and below the second story windowsill or roofline of the building, whichever is lower.</p> <p>Maximum Area: 12 square feet per sign face; maximum of 2 faces each sign.</p>
Window Signs	<p>Window Signs: Shall not exceed one-fourth (1/4) or 20% of the total window area of a façade, whichever is less. Window signs are included in the total permissible wall sign area.</p> <p>Location: Window signs shall be located inside a window or door.</p>

(2) **Temporary Signs.** Temporary signs shall be permitted as follows:

MAXIMUM AREA PER SIGN FACE, MAXIMUM HEIGHT, AND ALLOWED TYPE OF TEMPORARY SIGNS				
DISTRICT	PERMITTED TYPES	MAXIMUM AREA OF ALL TEMPORARY SIGNS BY TYPE	MAXIMUM AREA OF ANY INDIVIDUAL SIGN	MAXIMUM HEIGHT (FREESTANDING)
(1) Residential (Temporary signs in Residential Districts are exempt from obtaining a permit)	Freestanding	0.2 square feet (sf) of sign area per linear foot of street frontage, provided the maximum allowable total area shall not be less than 15 sf nor more than 48 sf	12 square feet	5 feet
	Wall ¹	3 square feet per building in single family residential districts; 12 square feet per building in multiple family residential districts.	3 square feet in single family districts; 12 square feet per building in multiple family residential districts	

(2) Non-Residential	Freestanding	0.6 square feet (sf) of sign area per linear foot of street frontage, provided the maximum allowable total area shall not be less than 32 sf nor more than 100 sf	32 square feet	6 feet
	Wall ¹	20 square feet	20 square feet	

¹The display period for temporary wall signs shall be limited to a total of twenty-eight (28) days per calendar year. Such signs shall not be displayed for any continuous period greater than fourteen (14) days. After this time expires, the sign shall be removed.

- (a) Freestanding temporary signs shall be setback five (5) feet from all property lines. The maximum display time of freestanding temporary signs is 65 days. After this time expires, the sign shall be removed. Once the temporary sign is removed, there shall be a gap of at least thirty (30) days between the display of the same temporary sign on the same zoning lot.
 - (b) Notwithstanding the above, three (3) square feet of temporary freestanding or temporary wall sign area is allowed on each zoning lot at any time and without expiration of display time. The area of this sign is counted towards the area maximum in the Table above.
 - (c) When all or a portion of a building or land area on a zoning lot is listed or advertised for sale or lease, the maximum display time for temporary signs shall be the duration the building, building unit or land is listed or advertised for sale or lease. Once a building unit is leased or sold, the sign shall be removed if it has been displayed for more than 65 days after such sale or lease. In all cases, the sign area limits in the Table above shall apply.
 - (d) Temporary signs shall be constructed of durable, all-weather materials and designed to remain in place and in good repair so long as they remain on display. However, each zoning lot may have one temporary freestanding sign up to three (3) square feet constructed of any non-illuminated material. All temporary freestanding signs larger than three (3) square feet shall have a frame or rigid border.
 - (e) Temporary signs shall be subject to the maintenance standards of this section.
 - ~~(f) Signs exempt from permits under Section 10, D, are exempt from the durational requirements.~~
- (3) Electronic Message Signs.** Electronic Message Signs (LED) shall be permitted only within the TD and GB zoning districts, as either a freestanding, wall sign or window sign. Such signs shall be allowed subject to the sign regulations for each zoning district and subject to the following additional regulations:
- (a) The electronic display shall not be animated, flashing, multi-colored, or scrolling.

- (b) The frequency of the message change shall be restricted to no more than once every sixty (60) seconds, ten (10) seconds.
 - (c) The maximum area of an electronic message board shall not exceed fifty percent (50%) of the total sign area and shall be considered a part of a wall or freestanding sign, and as allowed per the zoning district and the sign regulations of this article.
 - (d) The maximum height of an electronic message board shall conform to the height regulations for signs allowed in each zoning district.
 - (e) The electronic message sign shall be subject to the illumination regulations in section 38-403-BC(2). This shall exclude billboards, which are subject to Section 38-403(C)(3).
 - (f) Prior to the issuance of a sign permit, the applicant shall provide written certification from the sign manufacturer that the light intensity has been factory-programmed not to exceed the above listed light levels, and that the intensity level is protected from end-user manipulation by password 38-407 Construction and Maintenance Requirements
- G. **Material and Design.** All signs shall be designed, constructed, and maintained in conformity with the provisions for materials, loads and stresses of the latest adopted edition of the building code and requirements of this article.
- H. **Fastenings.** All signs must be erected in such a manner and with such materials to remain safe and secure during the period of use and all bolts, cables, and other parts of such signs shall be kept painted and free from corrosion. Any defect due to the fault of the erector shall be repaired by the erector.
- I. **Fire Escapes.** No signs of any kind shall be attached to or placed upon a building in such a manner as to obstruct any fire escape.
- J. **Support Location.** No pole, cable, or support of any nature shall be placed on any publicly owned property, street, right-of-way, or proposed street rights-of-way without written authorization from the owner of said right-of-way.
- K. **Proximity to Electrical Conductors.** No sign shall be erected so that any part including cables and guys will be within ten (10) feet of any electrical conductor, streetlamp, traffic light or other public utility pole, or ten (10) feet of a high voltage wire.
- L. **Sanitation.** Property surrounding any ground or monument sign shall be kept clean, sanitary, and free from obnoxious and offensive substances, free from weeds, rubbish and inflammable material.
- M. **Traffic Interference.** No sign shall be erected or maintained which simulates or imitates in size, color, letter, or design any traffic sign or signal or other word, phrase, symbol or character in such a manner as to interfere with, mislead, or confuse traffic.
- N. **Maintenance.** All signs shall be maintained in a condition of good repair. Peeling or missing paint, holes, broken, cracked, bent, warped, rotted, discolored, sagging, out-of-plumb, rusted, or

missing material or parts shall be repaired within sixty (60) days of written notification by the building official.

- O. **Compliance with Building Code.** The building code adopted by the city shall regulate the construction and maintenance of signs unless the provisions of this article are more stringent.

P. **Nonconforming Signs**

- (1) **Intent.** It is the intent of this article to avoid any unreasonable invasion of established private property. It is further the intent to encourage eventual elimination of signs that:
 - (a) As a result of the adoption of this article, become nonconforming.
 - (b) Are recognized as illegal nonconforming signs.
- (2) **Lawful Existing Signs.** Any sign lawfully existing at the time of adoption of this article which does not fully comply with all provisions shall be considered a legal nonconforming sign and may be permitted to remain as long as the sign is properly maintained, there is no increase in nonconformity, and the sign is not detrimental to the health, safety, and welfare of the community except as hereafter provided. Signs on which an enforcement action have been initiated by the city are not considered lawful signs for the purposes of this section.
- (3) **Alteration.** No nonconforming sign shall be altered, reconstructed, or re-erected, unless the alteration, reconstruction, or re-erection complies with the provisions of this article. For the purpose of this article only, the term "altered" or "reconstructed" shall not include normal maintenance or replacement of sign copy when no changes are made to the frame or structure of the sign. Nonconforming signs and sign structures shall be removed or made to conform within ninety (90) days of the termination of the use to which they are accessory.
- (4) **Continuance.** A nonconforming sign shall not be:
 - (a) Relocated, expanded, or structurally altered to prolong the life of the sign or to change the shape, size, type, placement, or design of the sign.
 - (b) Repaired after being damaged if the repair of the sign would cost more than fifty (50%) percent of the cost of a similar new sign. Such sign shall be brought into compliance with this article or shall be removed.
- (5) **Removal of Nonconforming Signs.** If the owner of a sign or the premises on which a sign is located changes the location of a building, property line or sign, or changes the use of the land or building so that any sign on the premises is rendered nonconforming, such sign must be removed or made to conform to this article.

Q. **Administration, Permits, Inspections and Enforcement**

(1) **Permits and Applications**

- (a) **Permit Required.** It shall be unlawful for any person to erect, re-erect, alter, or relocate any sign, excluding those listed in ~~38-404D~~, without first obtaining a

permit in accordance with the provisions set forth in this article. A permit shall require the payment of a fee in accordance with the schedule adopted by resolution of the city board. Any sign that makes use of electricity shall, in addition to a sign permit, require an electrical permit, regardless of size.

(b) **Applications.** Applications for sign permits shall be made upon forms provided by the Building Department for this purpose and shall contain the following information:

1. Name, address, and phone number of applicants.
2. Location of the building, structure, or lot on which the sign is to be attached or erected.
3. Position of the sign on the building, structure, or lot on which the sign is to be attached or erected.
4. Position of the sign in relation to nearby buildings, structures, property lines, and right-of- ways, existing or proposed.
5. Two (2) copies of the plans and specifications and method of construction and attachment to the building or the ground.
6. Copies of sheets and calculations, if deemed necessary, which show the structure is designed for dead load and wind pressure in accordance with the regulations adopted by the City.
7. Name and address of the sign erector.
8. Insurance policy and/or performance guarantee as required in the Code.
9. Such other information as the building official may require to show full compliance with this and all other applicable laws of the city and the state of Michigan.
10. When public safety so requires, the application containing the aforesaid material shall, in addition, bear the certificate or seal of a registered structural or civil engineer as a condition to the issuance of a permit.
11. Indicate the zoning district in which the sign is to be located.
12. A landscaping plan for the area surrounding the sign base, if applicable.

(c) **Review of application; issuance of permit.**

1. **Planning commission review.** Sign permit applications submitted in conjunction with the proposed construction of a new development, building or addition to an existing building shall be reviewed by the planning commission as a part of the required site plan review. Proposed signs must be shown on the site plan.

2. **Building official review.** The building official shall review the sign permit application for any sign proposed on a site or existing building where no other new construction is proposed.
 3. **Issuance of a permit.** Following review and approval of a sign application by the planning commission or building official, as appropriate, the building official shall issue a sign permit for signs that meet all the requirements of this article.
- (d) **Permit Expiration.** A sign permit shall become null and void if the work for which the permit was issued is not completed within six (6) months of the date of issue.
- (e) **Sign Maintenance and Message Change.** No permit shall be required for ordinary servicing, repainting of existing sign message, or cleaning of a sign. No permit is required for change of message of a sign designed to allow for message change without a change of structure, such as a bulletin board or billboard. Structural changes to a sign frame or support shall require a permit.

Commented [KK1]: Proposed language – Approval granted for signs included on a site plan shall be valid for one year.

(2) Inspection and Maintenance

- (a) **Inspection of new signs.** All signs for which a permit has been issued shall be inspected by the building official when erected. Approval shall be granted only if the sign has been constructed in compliance with the approved plans and applicable Zoning Ordinance and building code standards.
- (b) **Inspection of existing signs.** The building official shall have the authority to routinely enter onto property to inspect existing signs. In conducting such inspections, the building official shall determine whether the sign is located in the permitted area, adequately supported, painted to prevent corrosion, and so secured to the building or other support as to safely bear the weight of the sign and pressure created by the wind.
- (c) **Correction of defects.** If the building official finds that any sign is unsafe, insecure, improperly constructed, or poorly maintained, the sign erector, owner of the sign, or owner of the land shall make the sign safe and secure by completing any necessary re-construction or repairs, or entirely remove the sign in accordance with the timetable established by the building official.

(3) Compliance Certificate Required

- (a) **Compliance Certification.** All signs shall be inspected at original installation and if found to be in full compliance with the provisions this article, shall be issued a Certificate of Compliance.
- (b) **Inspections.** The building official may cause existing signs to be inspected on a periodic basis, at least once every two (2) years to determine continuation of compliance with the provisions of this article.
- (c) **Inspection Fee.** An inspection fee may be established by the City Board. Such fee shall be charged to the owner of each sign inspected, at the time of inspection,

provided that such fee shall not be imposed more than once in any year.

- (d) **Concealed Work.** In cases where fastenings are to be installed and enclosed in such a manner that the building official cannot easily remove material to see the fastenings and material used, the building department may advise the sign erector so that the inspection may be made before concealment, if such inspection is deemed necessary by the building official.
 - (e) **Removal of Signs.** Should any sign be found unsafe, insecure, improperly maintained, or constructed or not in accordance with the requirements of this article, the erector and/or owner shall be required to make any such sign safe, secure, and otherwise in compliance with the requirements of this article within thirty (30) days of written notice. Failure to comply shall result in an order to remove the sign within forty-eight (48) hours from the time of notification in writing of the same from the building department.
 - (f) **Exception.** Existing signs determined to be unsafe and an immediate hazard to health or safety shall be removed, repaired, or secured within twenty-four (24) hour of notification. [38-404](#)
 - (g) **Exemptions.** Exempt signs as provided in Section [38-404D](#), shall not be required to obtain a Certificate of Compliance.
 - (h) **Responsibility of Compliance.** The owner of any property on which a sign is placed, and the owner of the sign are declared to be equally responsible for the erection, safety, and condition of the sign and the area in the vicinity thereof subject to provisions of this article.
- (4) **Sign Erector Requirements.** Permits may be issued only to licensed persons in compliance with the following provisions.
- (a) **License application.** Any person before engaging or continuing in the business of erecting or repairing signs in the City shall apply for a sign erector's license.
 - (b) **Insurance Certificates.** To obtain said license the applicant shall first furnish the city a Commercial General Liability insurance policy in the amount of \$1,000,000.00. The Commercial General Liability Insurance policy shall include an endorsement, or policy language, naming the city as an additional insured. Said license shall automatically terminate upon the expiration of the insurance policy unless evidence of renewal is filed with the city clerk. All persons erecting, installing, repairing, replacing or otherwise engaging in such activities with respect to an electric sign or outline lighting must also be appropriately licensed as required by the Michigan Electrical Administrative Act 217 of 1956, as amended.
 - (c) **Lapsing of Insurance.** If at any time, the insurance of any sign erector is permitted to lapse, his/her/its license and right to obtain permits shall automatically be revoked until a current certificate of insurance is filed with the building department.
 - (d) **Notification of Change.** A sign erector shall notify the building department of

any change in address and if a firm or corporation, any change in ownership or management if other than that indicated on the insurance.

- (e) **Revocation.** The license of a sign erector may be suspended or revoked as otherwise provided for in this Code.

R. Appeals

Any party who has been refused a sign permit for a proposed sign may file an appeal with the zoning board of appeals, in accordance with Sec. ~~38-9140-12.05~~ of ~~this ordinance~~ the City Code. In determining whether a variance is appropriate, the zoning board of appeals shall study the sign proposal, considering any extraordinary circumstances, such as those listed below, that would cause practical difficulty in complying with the sign standards. The presence of any of the circumstances listed may be enough to justify granting a variance. However, the zoning board of appeals may decline to grant a variance even if some circumstances are present.

- (1) Permitted signage could not be easily seen by passing motorists due to the configuration of existing buildings, trees, or other obstructions, which cannot be legally and/or practically removed.
- (2) Permitted signage could not be seen by passing motorists in sufficient time to permit safe deceleration and exit. In determining whether such circumstances exist, the zoning board of appeals shall consider the width of the road, the number of moving lanes, the volume of traffic and speed limits.
- (3) Existing signs on nearby parcels would substantially reduce the visibility or advertising impact of a conforming sign on the subject parcel.
- (4) Construction of a conforming sign would require removal or severe alteration to natural features on the parcel, such as but not limited to removal of trees, alteration of the natural topography, filling of wetlands, or obstruction of a natural drainage course.
- (5) Construction of a conforming sign would obstruct the vision of motorists or otherwise endanger the health or safety of passers-by.
- (6) Variance from certain sign regulations would be offset by increased building setback, increased landscaping, or other such enhancements, so that the net effect is an improvement in appearance of the parcel, compared to the result that would be otherwise achieved with construction of a conforming sign.
- (7) A sign which exceeds the permitted height or area standards of the ordinance would be more appropriate in scale because of the large size or frontage of the parcel or building or within a building setback significantly greater than required by ordinance.

S. Violations; removal of signs

- (1) A violation of any provision or requirement of this article is a municipal civil infraction, subject to enforcement and the fines and penalties for civil infraction violations as set forth in the Code of Ordinances, in addition to the penalties set forth herein.
- (2) In addition to the remedies set forth in paragraph A, above, the enforcement officer or

his/her designee shall have the right to revoke any permit issued hereunder for a violation of this article. Any of the grounds upon which the initial permit application may be denied shall also constitute grounds for such revocation. In addition, the failure of the sign erector and property owner to comply with the provisions of this article or other provisions of this Code or other law shall also constitute grounds for revocation of the permit. The sign erector and property owner shall be notified in writing by the enforcement officer or his/her/its designee of the specific grounds for a revocation and demand for correction and abatement. Such notice may be served personally or by registered mail, return receipt requested. The notice shall allow a maximum of ten (10) business days after service of the notice to correct or abate the violation. Additional time may be granted by the enforcement officer or his/her designee when bona fide efforts to remove or eliminate the offending condition are in progress. The notice shall provide that the sign erector and property owner may request a hearing on the notice and permit revocation by filing an appeal with the ~~z~~Zoning ~~b~~Board of ~~a~~Appeals.

- (3) If a violation is neither remedied nor appealed within the given time period set forth by the written notice, the enforcement officer or his/her designee shall have the right to revoke the sign permit. Upon revocation of a permit issued pursuant to this ordinance, the sign erector or property owner of the parcel on which the sign has been placed shall remove the sign from the property within ten (10) calendar days from the date of the notice and, if not so removed within the time period, the city or city's contractor may initiate removal of the sign. All costs associated with the removal of the sign and correction of the offense incurred by the city, or the city's contractor, shall be the joint and several responsibilities of the permittee and property owner. If such obligation is not paid within thirty (30) days after mailing of the bill of costs to the property owner, the city may place a lien upon such real property enforceable as a tax lien in the manner prescribed by the general laws of this state against the property and collected as in the case of general property tax. If the same is not paid prior to the preparation of the next assessment roll of the city, the amount shall be assessed as a special tax against such premises on the next assessment roll and collected thereunder.

T. Severability

If any section, clause or provision of this ordinance shall be declared to be unconstitutional, void, illegal or ineffective by any court of competent jurisdiction, the validity of the ordinance as a whole, or in part, shall not be affected other than the part invalidated, and such section, clause or provision declared to be unconstitutional, void or illegal shall thereby cease to be a part of this ordinance, but the remainder of this ordinance shall stand and be in full force and effect.

U. Substitution Clause

Noncommercial messages shall be permitted on any sign constructed or erected in compliance with this ordinance.

Section 3. Repealer.

This ordinance repeals any ordinances in conflict thereof.

Section 4. Savings Clause.

Nothing in this ordinance shall be construed to affect any suit or proceeding pending in any court, or any rights acquired, or liability incurred, or any cause or causes of action acquired or existing, under any act or ordinance hereby repealed as cited in this ordinance; nor shall any just or legal right or remedy of any character be lost, impaired, or affected by this ordinance.

Section 5. Publication and Effective Date.

This ordinance shall be effective on the 8th day after publication, or a later date as provided in the Michigan Zoning Enabling Act for when a petition for voter referendum on this ordinance and/or a notice of intent to submit such a petition is timely filed with the City Clerk.

Section 6. Adoption.

That this ordinance was duly adopted by the City of Huntington Woods City Commission at its regular meeting called and held on _____, 2023 and was ordered given publication in the manner required by law.

CITY OF HUNTINGTON WOODS

Heidi Brown-Barckholtz, City Clerk

Adoption Date: _____, 2023
Publication Date: _____, 2023
Effective Date: _____, 2023



Agenda #6

A D M I N I S T R A T I V E O F F I C E S

Mayor Robert F. Paul
Mayor Pro-Tem Joe Rozell
City Manager Chris Wilson

Commissioner Jules B. Olsman
Commissioner Michelle Elder
Commissioner Jessica Steinhart

December 1, 2023

Mayor Bob Paul
Mayor Pro-Tem Joe Rozell
Commissioner Jules Olsman
Commissioner Michelle Elder
Commissioner Jessica Steinhart

Before you is a proposed Accessory Structure revision. The impetus for this revision was the desire to allow larger lots to have larger accessory structures. Our ordinance allows for bigger houses on bigger lots and this allows a similar sliding scale for accessory structures.

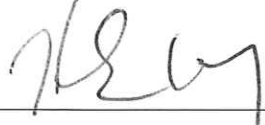
A work session was held in May, and at a meeting on August 28, 2023 a Public Hearing was held and the Planning Commission voted unanimously with six members present to :


Approve recommendation of the Accessory Structure ordinance revision to the City Commission for adoption.

Yeas: Elder, Kohn, Polan (Presiding Officer), Linden, Golembiewski, Guterrez

Nays: None

Please feel free to reach out with any questions or concerns you may have.


Hank Berry - Zoning Administrator


Richard Polan- Vice Chair
Planning Commission

**CITY OF HUNTINGTON WOODS
OAKLAND COUNTY, MICHIGAN**

ORDINANCE NO. _____

AN ORDINANCE TO AMEND CHAPTER 40, ZONING, ARTICLE 6, GENERAL PROVISIONS, SECTION 40-6.03, ACCESSORY BUILDINGS, STRUCTURES AND USES, TO PROVIDE THE MAXIMUM SQUARE FOOTAGE OF ACCESSORY BUILDINGS IN RESIDENTIAL ZONING DISTRICTS; AND TO PROVIDE PENALTIES FOR VIOLATIONS THEREOF.

THE CITY OF HUNTINGTON WOODS ORDAINS:

Section 1 of Ordinance. Ordinance Amendment.

Chapter 40, Zoning, Article 6, General Provisions, Section 40-6.03, Accessory Buildings, Structures and Uses, is hereby amended to read as follows:

Section 40-6.03 - Accessory Buildings, Structures and Uses

A. [Unchanged]

B. Accessory Buildings in Residential Zoning Districts.

~~(1) (4)~~—No more than two (2) accessory building or structures may be permitted per lot. A private garage or carport not to exceed 650 square feet in floor area. In addition, one (1) other accessory building is permitted in accordance with the floor area square footage below:

~~(a) -and one (1) other accessory building not to exceed 100 square feet in floor area may be permitted in R-1E;~~

~~(b) 125 square feet in R-1D;~~

~~(c) 150 square feet in R-1C;~~

~~(d) 175 square feet in R-1B; and~~

~~(a)(e) -and 200 square feet in R-1A.~~

(2)-(7) [Unchanged]

C. [Unchanged]

Section 2 of Ordinance. Repealer.

All ordinances, parts of ordinances, or sections of the City Code in conflict with this Ordinance are repealed only to the extent necessary to give this Ordinance full force and effect.

Section 3 of Ordinance. Severability.

Should any section, subdivision, clause, or phrase of this Ordinance be declared by the courts to be invalid, the validity of the Ordinance as a whole, or in part, shall not be affected other than the part invalidated.

Section 4 of Ordinance. Savings.

All proceedings pending and all rights and liabilities existing, acquired or incurred at the time this Ordinance takes effect, are saved and may be consummated according to the law in force when they were commenced.

Section 5 of Ordinance. Effective Date.

This Ordinance shall be effective on the 8th day after publication, or a later date as provided in the Michigan Zoning Enabling Act for when a petition for voter referendum on this ordinance and/or a notice of intent to submit such a petition is timely filed with the City Clerk

Section 6 of Ordinance. Enactment.

This Ordinance is declared to have been enacted by the City Commission of the City of Huntington Woods at a meeting called and held on the ____ day of _____, 2023, and ordered to be given publication in the manner prescribed by law.

Ayes:

Nays:

Abstentions:

Absent:

STATE OF MICHIGAN)
) ss.
COUNTY OF OAKLAND)

I, the undersigned, the qualified and acting City Clerk of the City of Huntington Woods, Oakland County, Michigan, do certify that the foregoing is a true and complete copy of the Ordinance adopted by the City Commission of the City of Huntington Woods at a meeting held on the ____ day of _____, 2023, the original of which is on file in my office.

HEIDI BARCKHOLTZ, City Clerk
City of Huntington Woods

**CITY OF HUNTINGTON WOODS
OAKLAND COUNTY, MICHIGAN**

ORDINANCE NO. _____

AN ORDINANCE TO AMEND CHAPTER 40, ZONING, ARTICLE 6, GENERAL PROVISIONS, SECTION 40-6.03, ACCESSORY BUILDINGS, STRUCTURES AND USES, TO PROVIDE THE MAXIMUM SQUARE FOOTAGE OF ACCESSORY BUILDINGS IN RESIDENTIAL ZONING DISTRICTS; AND TO PROVIDE PENALTIES FOR VIOLATIONS THEREOF.

THE CITY OF HUNTINGTON WOODS ORDAINS:

Section 1 of Ordinance. Ordinance Amendment.

Chapter 40, Zoning, Article 6, General Provisions, Section 40-6.03, Accessory Buildings, Structures and Uses, is hereby amended to read as follows:

Section 40-6.03 - Accessory Buildings, Structures and Uses

A. [Unchanged]

B. Accessory Buildings in Residential Zoning Districts.

(1) No more than two (2) accessory buildings or structures may be permitted per lot. A private garage or carport not to exceed 650 square feet in floor area. In addition, one (1) other accessory building is permitted in accordance with the floor area square footage below:

- (a) 100 square feet in R-1E;
- (b) 125 square feet in R-1D;
- (c) 150 square feet in R-1C;
- (d) 175 square feet in R-1B; and
- (e) 200 square feet in R-1A.

(2)-(7) [Unchanged]

C. [Unchanged]

Section 2 of Ordinance. Repealer.

All ordinances, parts of ordinances, or sections of the City Code in conflict with this Ordinance are repealed only to the extent necessary to give this Ordinance full force and effect.

Section 3 of Ordinance. Severability.

Should any section, subdivision, clause, or phrase of this Ordinance be declared by the courts to be invalid, the validity of the Ordinance as a whole, or in part, shall not be affected other than the part invalidated.

Section 4 of Ordinance. Savings.

All proceedings pending and all rights and liabilities existing, acquired or incurred at the time this Ordinance takes effect, are saved and may be consummated according to the law in force when they were commenced.

Section 5 of Ordinance. Effective Date.

This Ordinance shall be effective on the 8th day after publication, or a later date as provided in the Michigan Zoning Enabling Act for when a petition for voter referendum on this ordinance and/or a notice of intent to submit such a petition is timely filed with the City Clerk

Section 6 of Ordinance. Enactment.

This Ordinance is declared to have been enacted by the City Commission of the City of Huntington Woods at a meeting called and held on the ____ day of _____, 2023, and ordered to be given publication in the manner prescribed by law.

Ayes:

Nays:

Abstentions:

Absent:

STATE OF MICHIGAN)
) ss.
COUNTY OF OAKLAND)

I, the undersigned, the qualified and acting City Clerk of the City of Huntington Woods, Oakland County, Michigan, do certify that the foregoing is a true and complete copy of the Ordinance adopted by the City Commission of the City of Huntington Woods at a meeting held on the ____ day of _____, 2023, the original of which is on file in my office.

HEIDI BARCKHOLTZ, City Clerk
City of Huntington Woods

Agenda #7 & 8

Agenda
Special Meeting of the City
Tuesday January 16, 2024
6:00 p.m.
City Hall

CALL TO ORDER
PLEDGE OF ALLEGIANCE
ROLL CALL

ITEMS OF BUSINESS

1. Interview Candidates for the Vacancies on Boards and Committees
 - a. 6:00 Naimi Lobel
 - b. 6:10 Erica Just
 - c. 6:20 Barbara White
 - d. 6:30 Sharon Berke
2. Discussion of Candidates and Vacancies

PUBLIC PARTICIPATION

Note: Being a Special Meeting of the City Commission there can be no further action brought before the Commission.

ADJOURNMENT OF SPECIAL CITY COMMISSION MEETING

Public Expression is encouraged. Comments are invited on each Agenda item when that item comes up for consideration. Matters not listed on the Agenda may be addressed under "Public Participation". Please be advised that the Commission Meetings are usually attended by the media and cablecast live, in addition to being re-cablecast following the meeting. The City of Huntington Woods will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audiotapes of printed material being considered at the meeting, to individuals with disabilities attending the meeting upon three working days' notice to the City. Individuals with disabilities requiring auxiliary aids or services should contact the City by writing or calling: Ethan Haan, ADA Coordinator, Huntington Woods City Hall, 26815 Scotia, Huntington Woods, MI 48070, (248 581-2640). Deaf-Tel(1-248-541-1180).

Reappointments

David Schwartz - PC

Judy Goldsmith - Library Advisor

Huntington Woods Citizen Interest Form



Name Naomi Loebel Date 2/4/23
Address 13135 Sherwood Dr Huntington wds # Of Yrs. Residing in HW 19
Phone 3127147849 Email Naomi.loebel@gmail.com

Please read the descriptions of the City Boards, Commissions, and Committees in the Descriptions document. Please check which boards, commissions, or committees you'd like to be considered for. The City encourages all residents with diverse backgrounds and qualifications apply.

Brief description of background and experience

15 years professional experience working in the senior living industry.
Experience in Human Resources and executive operational management.
Masters degree in Human Resources.

Boards

☐ Arts & Garden Board

Please check the box you have interest in:

- ☐ Public Art
- ☐ Tree preservation
- ☐ Landscape architecture
- ☐ Event planning
- ☐ Culture
- ☐ Public beautification efforts

☐ Construction and Property Maintenance Board of Appeals

Please check the box you have interest in:

- ☐ Architecture
- ☐ Building construction
- ☐ Engineering

☐ Board of Review

Please check the box you have interest in:

- ☐ Banking/Finance
- ☐ Property appraisal/assessing
- ☐ Real estate/development law

☐ Library Advisory Board

Please check the box you have interest in:

- ☐ Policymaking
- ☐ Public relations
- ☐ Library knowlege

☒ **Parks and Recreation Advisory Board**

Please check the box you have interest in:

- ☒ Fitness
- ☒ Recreation
- ☒ Policymaking
- ☒ Public Relations

☐ **Zoning Board of Appeals**

Please check the box you have interest in:

- ☐ Building Construction
- ☐ Land use planning
- ☐ Real estate
- ☐ Engineering
- ☐ Architecture
- ☐ Legal background

Commissions

☐ **Historic District Commission**

Please check the box you have interest in:

- ☐ Architecture
- ☐ Building construction
- ☐ Historic preservation
- ☐ Member of a preservation organization

☐ **Planning Commission**

Please check the box you have interest in:

- ☐ Landscape architecture
- ☐ Civil Engineering
- ☐ Land use
- ☐ Real estate development

Committees

☐ **Anti-Racism Advisory Committee**

Please check the box you have interest in:

- ☐ Policy making
- ☐ Public engagement
- ☐ Understanding of equity and systemic racism

☐ **Communication Advisory**

Please check the box you have interest in:

- ☐ Communications
- ☐ Public relations
- ☐ Social media
- ☐ Branding

☐ **Environmental Advisory Committee**

Please check the box you have interest in:

- ☐ Environmental protection
- ☐ Conservation
- ☐ Recycling
- ☐ Sustainability
- ☐ Climate change

☐ **Senior Advisory Committee**

Please check the box you have interest in:

- ☐ Aging conditions
- ☐ Grants/endowments
- ☐ Wellness programming
- ☐ Policymaking

Huntington Woods Citizen Interest Form



Name Erica Just Date 4/27/2023
Address 26074 Dundee Rd # Of Yrs. Residing in HW 2.5
Phone 734-223-3313 Email ericajust@gmail.com

Please read the descriptions of the City Boards, Commissions, and Committies in the Descriptions document. Please check which boards, commissions, or committees you'd like to be considered for. The City encourages all residents with diverse backgrounds and qualifications apply.

Brief description of background and experience

As a general internist and pediatrician, I have expertise in health and in the mind-body connection as well as in prevention: I am accustomed to thinking about how people of all ages can use their surroundings to promote their own health. My background in epidemiology and health policy, however, have informed my strong belief that the health of individuals and of communities are fundamentally interrelated and that interventions at the community level can improve and/or maintain good physical and mental health. I have formal training in process improvement and implementation science as well as in the built environment and how it affects health and recreation, so I hope that I would be able to offer concrete skills to the board and to the community. On a personal level, I use the parks and attend recreation programs with my young children as well as with their aging grandparents, whose mobility has decreased substantially, so I also see the needs of the full spectrum of the lifespan that this department seeks to serve in action--and its importance to all residents at all stages of life. Considering that on a population

Boards

☐ Arts & Garden Board

Please check the box you have interest in:

- ☐ Public Art
- ☐ Tree preservation
- ☐ Landscape architecture
- ☐ Event planning
- ☐ Culture
- ☐ Public beautification efforts

☐ Construction and Property Maintenance Board of Appeals

Please check the box you have interest in:

- ☐ Architecture
- ☐ Building construction
- ☐ Engineering

☐ Board of Review

Please check the box you have interest in:

- ☐ Banking/Finance
- ☐ Property appraisal/assessing
- ☐ Real estate/development law

☐ Library Advisory Board

Please check the box you have interest in:

- ☐ Policymaking
- ☐ Public relations
- ☐ Library knowlege

☒ **Parks and Recreation Advisory Board**

Please check the box you have interest in:

- ☒ Fitness
- ☒ Recreation
- ☒ Policymaking
- ☐ Public Relations

☐ **Zoning Board of Appeals**

Please check the box you have interest in:

- ☐ Building Construction
- ☐ Land use planning
- ☐ Real estate
- ☐ Engineering
- ☐ Architecture
- ☐ Legal background

Commissions

☐ **Historic District Commission**

Please check the box you have interest in:

- ☐ Architecture
- ☐ Building construction
- ☐ Historic preservation
- ☐ Member of a preservation organization

☐ **Planning Commission**

Please check the box you have interest in:

- ☐ Landscape architecture
- ☐ Civil Engineering
- ☐ Land use
- ☐ Real estate development

Committees

☐ **Anti-Racism Advisory Committee**

Please check the box you have interest in:

- ☐ Policy making
- ☐ Public engagement
- ☐ Understanding of equity and systemic racism

☐ **Communication Advisory**

Please check the box you have interest in:

- ☐ Communications
- ☐ Public relations
- ☐ Social media
- ☐ Branding

☐ **Environmental Advisory Committee**

Please check the box you have interest in:

- ☐ Environmental protection
- ☐ Conservation
- ☐ Recycling
- ☐ Sustainability
- ☐ Climate change

☐ **Senior Advisory Committee**

Please check the box you have interest in:

- ☐ Aging conditions
- ☐ Grants/endowments
- ☐ Wellness programming
- ☐ Policymaking

Erica Just- Full Statement of Interest

As a general internist and pediatrician, I have expertise in health and in the mind-body connection as well as in prevention: I am accustomed to thinking about how people of all ages can use their surroundings to promote their own health. My background in epidemiology and health policy, however, have informed my strong belief that the health of individuals and of communities are fundamentally interrelated and that interventions at the community level can improve and/or maintain good physical and mental health. I have formal training in process improvement and implementation science as well as in the built environment and how it affects health and recreation, so I hope that I would be able to offer concrete skills to the board and to the community. On a personal level, I use the parks and attend recreation programs with my young children as well as with their aging grandparents, whose mobility has decreased substantially, so I also see the needs of the full spectrum of the lifespan that this department seeks to serve in action--and its importance to all residents at all stages of life. Considering that on a population level, few Americans meet the recommended levels of outdoor time or physical activity, I believe that our parks and recreation departments can help our residents develop healthy habits that will benefit them for their entire lives. There is so much to be proud of in this community, but it's hard to think of something more central to it than our recreational programs! I would be honored to be a part of the group that stewards it and would hope to contribute to its continued success.

Huntington Woods Citizen Interest Form



Name Barbara Date 12 19 23
Address 12880 Sherwood # Of Yrs. Residing in HW 38
Phone 248 514 4818 or 248399 1119 Email bbwhite02@comcast.net

Please read the descriptions of the City Boards, Commissions, and Committies in the Descriptions document. Please check which boards, commissions, or committees you'd like to be considered for. The City encourages all residents with diverse backgrounds and qualifications apply.

Brief description of background and experience

While enthusiastic about everything HW, I have yet to serve on city committees. I initiated one of the Babysitting Coops many years ago and remained a member until my children went to Burton. I was a 9-year Berkley Board of Education member from 1997-2005 and loved every minute of it. Three years ago I retired from my profession as a Social Worker (and before that a teacher), and am now finding my rhythm. As a lifelong reader, I thought working to support our library/cultural center would be a good fit for my interests. I look forward to learning more and offering support. I look forward to hearing from you.

Boards

☐ Arts & Garden Board

Please check the box you have interest in:

- ☐ Public Art
- ☐ Tree preservation
- ☐ Landscape architecture
- ☐ Event planning
- ☐ Culture
- ☐ Public beautification efforts

☐ Construction and Property Maintenance Board of Appeals

Please check the box you have interest in:

- ☐ Architecture
- ☐ Building construction
- ☐ Engineering

☐ Board of Review

Please check the box you have interest in:

- ☐ Banking/Finance
- ☐ Property appraisal/assessing
- ☐ Real estate/development law

☒ Library Advisory Board

Please check the box you have interest in:

- ☒ Policymaking
- ☒ Public relations
- ☒ Library knowlege

☐ Parks and Recreation Advisory Board

Please check the box you have interest in:

- ☐ Fitness
- ☐ Recreation
- ☐ Policymaking
- ☐ Public Relations

☐ Zoning Board of Appeals

Please check the box you have interest in:

- ☐ Building Construction
- ☐ Land use planning
- ☐ Real estate
- ☐ Engineering
- ☐ Architecture
- ☐ Legal background

Commissions

☐ Historic District Commission

Please check the box you have interest in:

- ☐ Architecture
- ☐ Building construction
- ☐ Historic preservation
- ☐ Member of a preservation organization

☐ Planning Commission

Please check the box you have interest in:

- ☐ Landscape architecture
- ☐ Civil Engineering
- ☐ Land use
- ☐ Real estate development

Committees

☐ Anti-Racism Advisory Committee

Please check the box you have interest in:

- ☐ Policy making
- ☐ Public engagement
- ☐ Understanding of equity and systemic racism

☐ Communication Advisory

Please check the box you have interest in:

- ☐ Communications
- ☐ Public relations
- ☐ Social media
- ☐ Branding

☐ Environmental Advisory Committee

Please check the box you have interest in:

- ☐ Environmental protection
- ☐ Conservation
- ☐ Recycling
- ☐ Sustainability
- ☐ Climate change

☐ Senior Advisory Committee

Please check the box you have interest in:

- ☐ Aging conditions
- ☐ Grants/endowments
- ☐ Wellness programming
- ☐ Policymaking

Huntington Woods Citizen Interest Form



Name Sharon Berke Date 1/6/24
Address 26746 Wyoming Rd # Of Yrs. Residing in HW 22
Phone 248-310-7697 Email Sharon.berke@berkleyschools.org

Please read the descriptions of the City Boards, Commissions, and Committies in the Descriptions document. Please check which boards, commissions, or committees you'd like to be considered for. The City encourages all residents with diverse backgrounds and qualifications apply.

Brief description of background and experience

I've lived in Huntington Woods for 22 years and I work for the Berkley School District. I'm very involved in & supportive of our community. I enjoy gardening and my home was on the garden tour in 2022. I'm looking forward to the opportunity to contribute to my community in a more active way by joining the Art & Gardening Board.

Boards

☒ Arts & Garden Board

Please check the box you have interest in:

- ☒ Public Art
- ☒ Tree preservation
- ☒ Landscape architecture
- ☒ Event planning
- ☒ Culture
- ☒ Public beautification efforts

☐ Construction and Property Maintenance Board of Appeals

Please check the box you have interest in:

- ☐ Architecture
- ☐ Building construction
- ☐ Engineering

☐ Board of Review

Please check the box you have interest in:

- ☐ Banking/Finance
- ☐ Property appraisal/assessing
- ☐ Real estate/development law

☐ Library Advisory Board

Please check the box you have interest in:

- ☐ Policymaking
- ☐ Public relations
- ☐ Library knowlege

☐ Parks and Recreation Advisory Board

Please check the box you have interest in:

- ☐ Fitness
- ☐ Recreation
- ☐ Policymaking
- ☐ Public Relations

☐ Zoning Board of Appeals

Please check the box you have interest in:

- ☐ Building Construction
- ☐ Land use planning
- ☐ Real estate
- ☐ Engineering
- ☐ Architecture
- ☐ Legal background

Commissions

☐ Historic District Commission

Please check the box you have interest in:

- ☐ Architecture
- ☐ Building construction
- ☐ Historic preservation
- ☐ Member of a preservation organization

☐ Planning Commission

Please check the box you have interest in:

- ☐ Landscape architecture
- ☐ Civil Engineering
- ☐ Land use
- ☐ Real estate development

Committees

☐ Anti-Racism Advisory Committee

Please check the box you have interest in:

- ☐ Policy making
- ☐ Public engagement
- ☐ Understanding of equity and systemic racism

☐ Communication Advisory

Please check the box you have interest in:

- ☐ Communications
- ☐ Public relations
- ☐ Social media
- ☐ Branding

☐ Environmental Advisory Committee

Please check the box you have interest in:

- ☐ Environmental protection
- ☐ Conservation
- ☐ Recycling
- ☐ Sustainability
- ☐ Climate change

☐ Senior Advisory Committee

Please check the box you have interest in:

- ☐ Aging conditions
- ☐ Grants/endowments
- ☐ Wellness programming
- ☐ Policymaking