

**BRIDGEWATER TOWNSHIP BOARD OF TRUSTEES MEETING**  
**THURSDAY, JANUARY 6, 2022, 7:00 P.M.**  
**BRIDGEWATER TOWNSHIP HALL**  
**10990 CLINTON RD, MANCHESTER, MI 48158**

**AGENDA**

- I. CALL TO ORDER / ESTABLISH QUORUM / PLEDGE ALLEGIANCE
- II. CITIZEN PARTICIPATION
- III. APPROVAL OF BOARD MEETING MINUTES – DECEMBER 2, 2021
- IV. REVIEW AND APPROVE AGENDA
- V. UNFINISHED BUSINESS
  - A. WCCD PILOT PROGRAM – Follow-Up Discussion
- VI. NEW BUSINESS
  - A. River Raisin Watershed Council Membership Dues
  - B. Approval of Claims Listing for December 1, 2021 through December 31, 2021
  - C. Zoning Administration and Ordinance Enforcement Services Discussion
  - D. Conversion of Street Lights to LED – DTE Budget Letter
  - E. Board of Review Guidelines for Poverty/Hardship Exemptions Resolution
  - F. Township Photos/Maps – Harry Cross
- VII. REPORTS & CORRESPONDANCE
  - A. Public Safety Report – Written report from Sheriff’s Department
  - B. Supervisor’s Report
  - C. Assessor’s Report
  - D. Clerk’s Report
  - E. Treasurer’s Report
  - F. Trustees’ Report
  - G. Zoning Administrator’s Report – Written report from Rodney Nanney
  - H. Planning Commission Report – Minutes included in Board packet
  - I. Broadband Task Force Report – Minutes included in Board packet
  - J. Farmland Preservation Board Report
- VIII. CITIZEN PARTICIPATION
- IX. ADJOURNMENT

## Bridgewater Township Board of Trustees Minutes

### CALL TO ORDER

2-Dec-21 meeting called to order by Clerk McQueer at 7:06 p.m. followed by the Pledge of Allegiance at Bridgewater Township Hall, 10990 Clinton Road, Manchester, MI.

Present: Trustee Ahrens; Trustee Faust; Trustee Oliver; Trustee McQueer;

Absent: Trustee Fromhart.

Citizen attendance: 6

### I. Motion to appointment Clerk McQueer as board moderator in absents of Supervisor Fromhart.

- Moved by McQueer; support Mr. Oliver; vote – unanimous

### II. CITIZEN PARTICIPATION

- None.

### III. APPROVAL OF MINUTES

- Motion to approve the 4-Nov-21 meeting minutes as presented – Ms. Ahrens; support – Mr. Oliver; vote – unanimous

### IV. WCCD PILOT PROGRAM PRESENTATION- Summer Roberts, Community Forrester

- Summer gave a 15-minute presentation. She will follow up with individual board members and the Farmland Preservation board.

### V. REVIEW AND APPROVE AGENDA

- Motion to approve the amended agenda as follows, remove E AND F, add T and N service contract and Board dates for 2022, resolution 2021-15 – Ms. Ahrens; support – Mr. Oliver; vote – unanimous

### VI. NEW BUSINESS

#### A. Financials & Approve Disbursements

- Motion to approve disbursements of \$12,113.29 for general operations and \$14,018.18 for sewer operations; total expenditure of \$26,131.47 for the month of December – Mr. Oliver; support – Mr. Faust; vote – unanimous

#### B. Motion to nominate Gretchen Barr to the Planning Commission to fill Calvin Messing remaining term ending 31-Dec-24. – Mr. Oliver; support – Mr. Faust; vote – unanimous

Motion to reappointment of Mark Iwanicki to the Planning Commission for a 3-year term ending 31-Dec-24 – Ms. McQueer; support – Mr. Oliver; vote – unanimous

Motion to reappointment of Marcie Scaturro to the Farmland Perseveration Board for a 2-year term ending 31-Dec-23 - Ms. McQueer; support – Mr. Faust; vote – unanimous

#### C. Zoning Administration and ordinance Enforcement Service Discussion.

- Board agreed to table item until January meeting when the Supervisor can be present to lead discussion.

#### D. Board of Trustees 2022 meeting dates, resolution 2021-15

## Bridgewater Township Board of Trustees Minutes

- Motion to approve 2022 Board of Trustees Regular Meeting Dates Resolution – Mr. Oliver. support – Mr. Faust.

Roll call vote: Trustee Faust – yes; Trustee Fromhart – absent; Trustee Oliver - yes  
Trustee McQueer – yes; Trustee Ahrens – yes

### E. Townhall Side Door – MBS Proposal

- Motion to approve Proposal as presented from MBS for replacement of basement door. – Mr. Oliver. support – Ms. McQueer. vote – unanimous

## VII. REPORTS AND CORRESPONDENCE

### A. Public Safety Report

- A written report from the sheriff's department is included in Board packet

### B. Supervisor's Report

- See board packet plus

### C. Assessor's Report

- No report.

### D. Clerk's Report

- No Report.

### E. Treasurer's Report

- Taxes were sent out Dec.1 and due Feb. 14
- Discussed Hamlet drain cost, will follow up.

### F. Trustees' Report

- Trustee Faust
  - None
- Trustee Oliver
  - None
  -

### G. Zoning Administrator's Report

- A written report from Mr. Nanney is included in Board packet

### H. Planning Commission

- The meeting minutes are included in Board packet

### I. Farmland Preservation Board Report

- No meeting

## VIII. CITIZEN PARTICIPATION

- None

## IX. ADJOURNMENT

- Ms. McQueer adjourned the meeting at 8:02 p.m. Ms. McQueer opened meeting at 8:03 to add item D to amended agenda. Ms. McQueer adjourned meeting at 8:05.

# Bridgewater Township Board of Trustees Minutes

## I. CALL TO ORDER

4-Nov-21 meeting called to order by Supervisor Fromhart at 7:00 p.m. followed by the Pledge of Allegiance at Bridgewater Township Hall, 10990 Clinton Road, Manchester, MI.

Present: Trustee Ahrens, Trustee Faust; Trustee Fromhart; Trustee McQueer; Trustee Oliver;

Absent: N/A

Citizen attendance: 19

## II. CITIZEN PARTICIPATION

- Multiple citizens commented on the proposed solar ordinance. A citizen commented on issues getting an address issued.

## III. APPROVAL OF MINUTES

- Motion to approve the meeting minutes of 7-Oct-21 as presented – Ms. Ahrens; support – Mr. Oliver; vote – unanimous

## IV. REVIEW AND APPROVE AGENDA

- Motion to approve the agenda as amended – Ms. McQueer; support – Mr. Oliver; vote – unanimous

## V. NEW BUSINESS

### A. WATS FY 2022 Membership Dues

- Motion to approve \$160.00 for WATS FY 2022 Membership Dues – Ms. Fromhart; support – Mr. Faust; vote – unanimous

### A. Approval of Claims Listing

- Motion to approve disbursements of \$20,195.31 for general operations and \$7,816.81 for sewer operations; total expenditure of \$28,012.12 for the month of October – Mr. Oliver; support – Mr. Faust; vote – unanimous

### B. Proposed Solar Energy Zoning Ordinance Amendments – PC Recommendation

- Board had discussion regarding the PC recommendation to not move forward with the proposed Ordinance 67-7 regarding industrial solar in the township.
- Motion to accept the Planning Commission recommendation to not move forward with the proposed Industrial Solar ordinance 67-7– Ms. McQueer; support – Mr. Oliver.
- Roll call vote:

Trustee Faust – yes  
Trustee Oliver – yes

Trustee Fromhart – yes  
Trustee Ahrens - abstain

Trustee McQueer – yes

### C. Resolution Honoring Remy Long

D. Motion to approve Resolution 2021-11 honoring Remy Long for his service to the FPB. – Ms. McQueer; support – Mr. Oliver.

### E. Roll call vote:

Trustee Faust – yes  
Trustee Oliver – yes

Trustee Fromhart – yes  
Trustee Ahrens - yes

Trustee McQueer – yes





## Bridgewater Township Board of Trustees Minutes

### G. Zoning Administrator's Report

- A written report from Mr. Nanney is included in the board packet

### H. Broadband Task Force Report

- No report
- 

### I. Planning Commission

- The minutes are in the board packet

### J. Farmland Preservation Board Report

- Met in October.

## VII. CITIZEN PARTICIPATION

- A citizen commented on their disappointment about the industrial solar ordinance but thanked both boards for our thoughtful consideration. A citizen thanked the boards for not approving an industrial solar ordinance.

## VIII. ADJOURNMENT

- Ms. Fromhart adjourned the meeting at 9:00 p.m.

APPROVED



# Washtenaw County Conservation District

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Summer Roberts  
Community Forester



705 N. Zeeb Road,  
Suite 201,  
Ann Arbor, MI  
48103-9506



(734) 302-8715



info@washtenawcd.org



www.washtenawcd.org

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September 29<sup>th</sup>, 2021

Dear Supervisor Fromhart,

Thank you for contacting me to learn more about Washtenaw County Conservation District's (WCCD) grant proposal for Michigan Department of Natural Resources (MDNR) Urban and Community Forestry (UCF) grant. Thank you for your letter of support for the application. I hope this letter and the attachment answer your remaining questions and concerns regarding the pilot program.

For your perusal, I have attached the Application Questionnaire WCCD submitted for MDNR's UCF grant. The grant will fund a small portion of the Conservation Ambassador Program (CAP) that WCCD aims to pilot in the City of Ypsilanti, Ypsilanti Township, Sharon Township, and Bridgewater Township. CAP will take several years to develop and the MDNR grant will be the first step towards this larger effort. To ensure success, I look forward to working in concert with elected officials and the residents of Bridgewater Township to successfully tailor the effort to meet and address local needs. WCCD would like to meet with elected officials virtually or by phone at least several times throughout the process as well as continuing email communication. If Bridgewater Township would kindly gather and provide any data (e.g. GIS shapefiles) or information (e.g. inventories, surveys, etc.) pertaining to trees and forests, WCCD's efforts can build off the existing information rather than repeat it.

Once I have learned whether we will be receiving MDNR funds (sometime in November), I will reach out to determine a time to meet to discuss the project in detail and discuss the existing data/resources Bridgewater Township has compiled. WCCD plans to move forward regardless of funding from MDNR, but may need to modify deliverables, timeline, and/or scope to accommodate a smaller budget. In the meantime, if you have additional questions, please call me directly at (734) 302 - 8716.

Sincerely,

Summer Roberts  
Community Forester

## WCCD's MDNR UCF Grant Application Questionnaire

### Project Overview

*\*\*Please note, Michigan Forest Action Plan (MFAP) goals that align with elements of this program have been cited.\*\**

In July 2021, Washtenaw County Conservation District's (WCCD) survey of residents indicated that land use (particularly zoning and development), forests and woodlots, and surface/groundwater were the top concerns countywide. Residents voiced frustration at feeling powerless to stop the loss of open space and forested areas to development. Following a year when the public took solace in the mental and physical health benefits provided by nature, residents are actively looking for ways to engage with natural features and green infrastructure in urban areas and protect the fragmented forests that characterize rural areas.

Despite strong support from residents for environmental initiatives and sustainability, demonstrated by the 2020 approval of WCCD's millage and a new record for survey responses, Washtenaw County lacks a critical framework and coordination around urban and community forestry at a countywide level. The disbandment of the Washtenaw County Planning Department in the early 2000s has left a void with respect to collective and coordinated land use planning. Aging and diseased trees, as well as competition from invasive species, impacts the entire county, but each municipality in Washtenaw is experiencing a unique blend of factors that are connected to tree canopy coverage and tree health, including heat stress effects in urban and peri-urban communities as well as forest fragmentation in rural communities. Many of Washtenaw's municipalities do not have the capacity to do the planning, analysis, prioritization, and resource aggregation on their own; however, any collective initiative will require buy-in and trust at the local level. As a local entity of state government trusted by farmers and city dwellers alike, WCCD is in a unique position to unite the entire County, inclusive of all watersheds and municipalities, in a coordinated effort to maintain and enhance our community trees and forests. Hence, in three townships and one city, WCCD would like MDNR's assistance to pilot a new program to identify environmental stressors at the local level and lead to the future development of a countywide forestry roadmap.

The forestry component of this pilot program eligible for the UCF grant will involve: a) conducting an overview of current ordinances, zoning policies, and Master Plans as they relate to community trees and woodlots and b) using GIS to assess the current condition of and benefits provided by community forests and trees and to present potential priority planting areas based on ecological benefits, equity, and ease scenarios and/or other priorities as identified by public input (MFAP, Goal 3, Objective 3.1.3; Goal 5, Objective 5.2.3). As a local entity of state government with a county focus and connections to rural and urban municipalities, WCCD is in a unique position to access, compile, and synthesize data from multiple agencies at various scales, allowing for a more thorough examination of what data currently exists and how it can be leveraged to support local efforts. Given the long timeframe and community-centric nature of this project, WCCD feels it is wise to utilize the extraordinary resources of our local universities to leverage the problem-solving expertise of faculty and students, while simultaneously fostering the development of our next generation of engaged citizens and forest stewards. Additionally, WCCD will contract a professional graphic designer to create templates of accessible fact sheets and guides of existing local policies and ordinances and produce flow charts for forming a conservation resource board (MFAP, Goal 5, Objective 5.3.5).

For context, the scope of this pilot project is broader than the UCF grant and a general overview may help to demonstrate WCCD's long-term view and community-centric approach. To address residents' concerns at the local level, WCCD intends to pilot the Conservation Ambassador Program (CAP) of which this forestry component is a part. For the average citizen, understanding current policy, alternatives, and how to enact change, as well as identifying best-fit partnerships with existing organizations, agencies and private companies (MFAP, Goal 2, Objective 2.2.3 & 2.2.5; Goal 5, Objective 5.3.6), is overwhelming and confusing to navigate alone. CAP will help community members prioritize environmental concerns, learn about policies and ordinances that affect those concerns, and access resources and education that detail the benefits provided by a community's natural resources. As outlined in the attached "CAP Framework" flowchart, future community discussions will benefit from this work (MFAP, Goal 3, Objectives 3.1.3, 3.1.6; Goal 4, Objectives 4.1.6, 4.3.3) and dedicated Conservation Ambassadors (CAs) from each municipality (MFAP, Goal 4, 4.1.6) will build self-sustaining citizen engagement at the local level and provide ongoing assistance with environmental issues as they arise. As WCCD strengthens our relationships and gains a better understanding of the natural resource

challenges facing each municipality, we'll be in a better position to coordinate a countywide forestry initiative that has support and momentum from the grass roots level up.

### **Project Outcomes and Impacts**

It is evident that trees are not equally distributed and the negative impacts resulting from a lack of trees often fall on historically disadvantaged people. For the pilot program, WCCD has selected two urban/suburban communities and two rural communities to capture the variety of concerns across the county and ensure the program is effective for all residents while also prioritizing communities of greatest need. To increase community participation in the program, WCCD has planned one educational event tailored to the specific environmental concerns of each pilot municipality. The reasons for selecting these pilot municipalities are detailed below:

#### **City of Ypsilanti**

According to the Tree Equity Score tool by American Forests, the City of Ypsilanti has several districts with scores in the 30s indicating a significant need for improvement of the urban forest and PolicyMap lists most census tracts as "low-income communities" (MFAP, Goal 2, Objective 2.1.3; Goal 5, Objectives 5.2.7 & 5.3.1). As reported by DataUSA, in 2019 almost 37% of the population identified as Black or African American, Hispanic, two or more ethnicities, or Asian. The median household income in the City was \$39,332 and the median property value was \$151,300, which is almost 63% less than the national average. The homeownership rate was about 32%, which is lower than the national average of 64.1%. In 2017, a resolution was passed to establish a Sustainability Commission; however, enthusiasm appears to have stalled as multiple seats remain open. Additionally, the City has a dated Urban Forestry Management Plan prepared by Davey Resource Group in 2012. The management plan makes broad recommendations such as "Identify opportune areas, such as parks with an abundance of pervious area, to plant trees using land cover information" and "Implement a public relations program designed to educate the residents of Ypsilanti and to generate greater support for the urban forestry program." WCCD's pilot program will encourage public support and create actionable steps, like identifying priority planting areas based on local input, so that these recommendations can be enacted and the environmental, economic, and health benefits realized. For the educational program, WCCD will partner with ReLeaf Michigan to execute a volunteer planting workshop to increase awareness of the benefits of trees, educate the public on tree install and maintenance, and entice public participation in future planning (MFAP, Goal 4, Objective 4.1.3, 4.2.9; Goal 5, Objective 5.5.6; Goal 8, Objectives 8.1.10, 8.1.14, & 8.1.19).

#### **Ypsilanti Township**

Abutting the City of Ypsilanti, Ypsilanti Township is a mix of suburban and rural areas and includes the intersection of three watersheds, Stony Creek, Swan Creek, and Huron River, and includes Ford Lake. According to the Tree Equity Score tool by American Forests, the Township has several districts with scores in the 50s and 60s, and canopy cover well below 40% in most districts with data, indicating an opportunity to improve community forests and woodlots and subsequently the ecology of multiple watersheds (MFAP, Goal 2, Objective 2.1.3; Goal 5, Objectives 5.2.7 & 5.3.1). Hence, WCCD plans to host a Plant Swap and Rain Barrel Distribution (MFAP, Goal 4, Objectives 4.1.3, 4.1.6, & 4.2.9), potentially in partnership with the Washtenaw County Water Resources Commissioner's office. As documented by [Census Reporter](#), in 2019 almost 32% of the population identified as Black or African American, more than double the percent in the County or the State as a whole. About 46% of the residents earn less than \$50,000 per year, which is a slightly higher percent than the average for Michigan and about 10% higher than the average for the County. About 15% of the population lives below the poverty line, which is just slightly higher than the average rate for Michigan. The socioeconomic need and geographic intersection of watersheds makes Ypsilanti Township an excellent pilot municipality for initiating the program and starting conversations vital to preserving the ecosystem services provided by community trees and forests (MFAP, Goal 2, Objective 2.1.1; Goal 4, Objective 4.3.5; Goal 5, Objective 5.3.1, 5.5.2; Goal 8, Objective 8.1.14).

#### **Bridgewater and Sharon Townships**

WCCD wants to ensure our pilot program will benefit all communities in Washtenaw County, hence the intentional inclusion of the more rural communities of Bridgewater and Sharon Townships. Bridgewater has struggled with lake best management practices, including a lack of riparian forest buffers (MFAP, Goal 2, Objective 2.1.1; Goal 4, Objective 4.3.5; Goal 5, Objective 5.5.2; Goal 8, Objective 8.1.12), and invasive species issues (MFAP, Goal 2, Objective 2.1.4, 2.2.2, 2.2.7), while

Sharon has land use concerns and needs additional guidance on conservation easements and boards and options for preserving natural areas, including forests and woodlots (MFAP, Goal 3, Objective 3.1.6; Goal 4, Objective 4.1.6; Goal 5, Objective 5.2.3, 5.3.5). Hence, WCCD plans to host a Lake BMPs Webinar and a Conservation Easement Workshop/Technical Assistance Appointment event. These communities have members who are ready to engage with environmental planning issues if guidance and structure are provided. Additionally, rural municipalities often have fewer resources than their city counterparts and limited capacity to perform this type of analysis, planning and implementation.

The forestry component of the pilot program will focus on helping residents: 1) recognize the impact of local policies on their community trees and forests, and the subsequent ramifications for ecosystem services, and 2) provide them with examples of alternative policies and step-by-step guides for taking local action, such as forming a Tree Board. Funding from the UCF grant will be used for the following deliverables:

1. Zoning, Code, Ordinance, Master Plan Review performed by University of Michigan (U-M) students
  - a. Educational materials (fact sheets, flow charts, etc.): local ordinances & policies concerning trees and forests; guide to forming a resource concern board (e.g. tree board); contract graphic designer (MFAP, Goal 5, Objective 5.3.5).
2. Use data from local surveys in pilot municipalities (MFAP, Goal 7, Objective 7.1.8) to inform community tailored map sets created by U-M students (MFAP, Goal 3, Objective 3.1.3 & 3.1.6; Goal 6, Objective 6.1.9, 6.1.18)
  - a. Tree Canopy, % Tree Canopy: Residential, Commercial, Manufacturing, Public/Institutional, Vacant/Transportation/Utility
  - b. Impervious Surface and Impervious/Development Hot Spots (w/ & without Protected Land)
  - c. Development Through Time (e.g. Circa 1800s, 2000s, 2010, 2020) & Predicted (e.g. 2060)
  - d. Priority Planting Locations (e.g. below, others TBD through survey/community input) (MFAP, Goal 7, Objective 7.1.8)
    - i. Equity: Areas with low canopy coverage, limited resources, & high human benefits
      1. Income, Race/Ethnicity, Education, Canopy Coverage, Impervious Surface, Open/Grassy Areas (potential areas for trees)
    - ii. Ecological: Forested areas with significant ecological benefits
      1. Parcels, Canopy Coverage, T&E Species, Protected Lands, County Parks, City Parks, State Land, Federal Land, Conservation Easements, Hydrology (Surface, Groundwater, Wetlands, Drains, Impaired Waters)
    - iii. Ease: Owners w/ large, forested parcels may consider conservation easements
      1. Protected Land, Landcover/Land use, Parcels, Income
  - e. If time allows and data available, additional maps, will be considered:
    - i. Regional Green Space (preserved public & private land in surrounding counties)
    - ii. 3D tree point classification model
3. Discuss progress of above deliverables at two (and up to four, as needed) virtual check-in meetings with elected representatives from each township/city (MFAP, Goal 5, Objective 5.7.5)

The above deliverables will be discussed at 2 community meetings in each municipality and information regarding the benefits of trees, current & model zoning policies/tree ordinances, conservation easements, and conservation boards will be distributed (MFAP, Goal 4, Obj. 4.1.3, 4.1.6, 4.3.5; Goal 5, Obj. 5.2.3, 5.2.7, 5.3.1, 5.3.5, 5.3.6, 5.5.2, 5.5.3, 5.7.4, 5.7.5).

### **Project Implementation & Timeline**

As discussed, this pilot project will use local input to tailor GIS map sets to address community concerns related to urban and community trees and compile easily accessible fact sheets of current ordinances and policies. These deliverables are intended to excite and empower citizens to engage in discussions regarding how changes to policy could address public environmental concerns and how and where tree planting could benefit the community given their unique needs and goals.

Please see the attached "CAP Framework" flowchart for a general overview of the larger, long-term project and how deliverables from this grant will be leveraged to inform additional work.

Please see a timeline of the forestry component eligible for UCF funding below:

<b>Countywide Forestry Initiative</b>	Q1 FY22 Oct-Dec	Q2 FY22 Jan-March	Q3 FY22 April-June	Q4 FY22 July-Sept
Municipality Ordinance Review and GIS Map Sets (w/ CAP)	<ul style="list-style-type: none"> <li>-Meet w/ local elected reps (planning)</li> <li>- Meet w/ U-M students who will compile data and create GIS maps; create SOP</li> <li>-Meet w/ U-M students who will review current ordinances, policies, and master plans (O,P,&amp; MPs)</li> </ul>	<ul style="list-style-type: none"> <li>-U-M students compile data and create GIS maps</li> <li>-U-M students compile and synthesize O, P, &amp; MPs</li> <li>- Meet (or email) w/ local elected reps (preliminary results)</li> </ul>	<ul style="list-style-type: none"> <li>-Meet (or email) w/ local elected reps (drafts of map sets)</li> <li>-U-M students finalize review of O, P, &amp; MPs</li> <li>-Create educational materials w/ graphic designer</li> <li>-U-M students finalize map sets</li> <li>-Share with elected reps</li> </ul>	<ul style="list-style-type: none"> <li>-Meet with elected reps (feedback, lessons learned, next steps, etc.)</li> </ul>

# WCCD/Bridgewater Twp Pilot Project

Thursday, 12.02.2021

Summer Roberts, WCCD Community Forester  
[summer@washtenawcd.org](mailto:summer@washtenawcd.org) or 734-302-8716

## Outline

### Washtenaw County Conservation District (WCCD) History

- Mission: assist with wise use of natural resources
- Local unit of state government
- Sporadic funding until Washtenaw County residents passed millage in 2020
- Website: [www.washtenawcd.org](http://www.washtenawcd.org)

### Overview of Pilot Project

- WCCD 5-Year Resource Assessment
  - a. Survey county residents about conservation concerns
  - b. Top 3 concerns: 1) Land Use, 2) Forests & Woodlots, and 3) Surface & Groundwater
- [MDNR Urban and Community Forestry](#) Grant
  - a. Goal is to help residents:
    - i. recognize how local policies impact trees and forests, including ecosystem services
    - ii. provide examples of alternative policies and step-by-step guides for taking local action, such as forming a Natural Resource Concern Board
  - b. Student contractors will perform the following:
    - i. conduct an overview of current ordinances, zoning policies, and Master Plans as they relate to community trees and woodlots
    - ii. use GIS to assess the current distribution of and benefits provided by community forests and trees and to present potential priority planting or preservation areas based on ecological benefits, equity, and ease scenarios and/or other priorities as identified by public input
      1. Tree Canopy
      2. Impervious Surface
      3. Development Trends Through Time & Predicted Future
      4. Priority Planting/Preservation Scenarios:
        - a. Equity
        - b. Ecological
        - c. Ease



- 5. Others? (Regional, forest structure, etc.)
- c. Professional Graphic Designer will format/compile:
  - i. Example [Green Macomb Community Profiles and Maps](#)
    - 1. Pros and Cons?
    - 2. How to tailor this for your community?
- Timeline
  - a. **December:** Meet with local officials/staff; kick-off meeting with GIS and ordinance student contractors
  - b. **January:** Local surveys released; students compile existing data and review local documents
  - c. **February & March:** students compile data and create GIS maps and review ordinances, policies, and master plan; email or optional virtual meeting check-in with local officials/staff to review survey results
  - d. **April, May, & June:** students draft and finalize map sets and ordinance review complete; email or optional virtual meeting check-in with local officials/staff to review final drafts
  - e. **July:** work with graphic designer to format community profiles and map sets
  - f. **August:** meet virtually with elected officials/staff to review community profiles and map sets and discuss lessons learned and next steps
  - g. **September 1st, 2022:** project completed & submitted to MDNR UCF

## Local Surveys

- Residents can sign up on WCCD's website to receive an emailed survey link
  - a. Can you add info and link to your website?
  - b. Do you have a monthly newsletter? Could I submit an article for it?
- Paper copies at township hall (WCCD will drop off and pick up or reimburse for mailing costs)
- Any retailers (grocery stores, gas stations, etc.) that residents frequent?
- Specific questions, friction points, or residents' needs regarding trees and woodlots

## Township Data, Research, Plans, and Goals

- Any applicable GIS data to share? What's the process for sharing?
- Any applicable research or contractor documents?
- Ordinances and Master Plan? Any other governing documents?
- How can this program build upon existing Township programs, plans, or efforts?
- What goals can WCCD help the Township advance?
- How involved would you like to be? How many virtual/in-person meetings vs. emails vs. phone calls?

# URBAN FORESTRY PARTNERSHIP CENTER LINE



## CENTER LINE COMMUNITY FORESTRY GOALS

1

MAINTAIN AND INCREASE TREE CANOPY

2

TRANSITION TO PROACTIVE COMMUNITY FOREST MANAGEMENT

3

PROMOTE CITIZEN EDUCATION AND ENGAGEMENT

### STRENGTHS

**EXPERIENCE:** Staff have over 5-years of experience in tree management.

**POLICY COMMITMENT:** Some policies in place such as tree ordinance, tree care standards, tree preservation requirements, and planting requirements for new development.

**TREES ARE A PRIORITY:** Elected officials, administrators, and program staff appear to prioritize trees and set high expectations for

their urban forestry program. Leadership supports setting new goals and further committing to urban forestry.

**SMALL COMMUNITY WITH BIG POTENTIAL:** Residents and businesses step up when leaders clearly identify priorities. Trees, beautification, and “greening” concepts are expected to generate new excitement and support.

### CHALLENGES

**STAFF CAPACITY AND EXPERTISE:** Department directors are responsible for trees but may lack technical expertise and dedicated time for tree management.

**INSUFFICIENT FUNDING:** Tree planting activities are not a budget priority.

**LIMITED GUIDING DOCUMENTS/DATA/ POLICIES:** No tree inventory data, urban forestry management plan, resiliency plan, emergency response plan, or safety procedures in place. No urban forestry master plan connects, directs, and prioritizes current actions. Policies need updates.

**PUBLIC PERCEPTION:** Community leadership notes a lack of public support and interest in tree issues. Residents may not prioritize trees or fully understand urban forestry benefits. The public needs more motivation to act.

**MANAGEMENT PRIORITIES:** Reactive management (e.g. responding to citizen requests) dominates urban forestry efforts.

**IMPACT AREA:** The minimal accessible open space limits opportunities for future tree planting in public areas. Only three small parks and Kramer Homes development provide larger open spaces.

### CURRENT CANOPY COVER: 14%

Tree City USA: NO  
Tree Ordinance: YES  
Current Tree Inventory: NO

Tree Planting: <15% of Program Budget (General Fund/Grants)

Tree Donation Program: YES  
Active Volunteers: NO

Tree Work: CONTRACT  
Tree Planting: CONTRACT

Public Streets: 35 miles  
Public Parks: 35 acres

Community Contacts:  
Dennis Champine, City Manager/Clerk  
dchampine@centerline.gov

### OPPORTUNITIES

**EDUCATION:** Pursue technical training for staff; promote ISA-Certified Arborist credentials; educate leaders on the benefits of trees in order to disseminate information to residents.

**POLICY AND GUIDING DOCUMENT DEVELOPMENT:** Review existing policies to evaluate effectiveness and consider updates or revisions. Leverage the city’s strong urban forestry commitment to support a sustainable program and increased tree planting.

**UNIQUE PROJECT:** Explore tree farming initiative to help meet tree canopy goals.

**FUNDING OPTIONS:** Increase funding opportunities and resources for tree planting efforts through grants and partnerships. Request increased funding from City Council for targeted projects and planting initiatives.

**ENGAGE PUBLIC:** Consider a campaign to highlight urban forest needs and benefits; focus on social benefits. Engage the public through tree donation and volunteer planting programs to foster citizen advocates as well as private tree planting.

### NEEDS

Community Support	Management Plan
Additional Funding	Master Plan
Priority Planting Plan	Citizen Advocacy
Maintenance Support	Outreach and Education
Technical Training	
Tree Inventory	
Updated Policies	



POWERED BY:



# URBAN FORESTRY PARTNERSHIP CENTER LINE



## CODE AND ORDINANCE OVERVIEW

This document provides a quick reference for how community forestry is incorporated into the local regulatory framework. It can serve as initial guidance for future updates and potential action. The matrix below gives an overview of the forestry and landscape standards included in local ordinances, based on those elements typically included in robust programs. While this overview determines whether an element is included and the

corresponding location within local legislation, it does not provide an in depth review of the quality of each element nor how well it is actually functioning in practice. A more detailed matrix is kept with the Macomb County Department of Planning and Economic Development and can be made available upon request to support local updates. For more information on Green Macomb and your community, please visit: [green.macombgov.org](http://green.macombgov.org).

ORDINANCE/CODE ELEMENT	YES	NO	LOCATION
Tree Ordinance	●		Ch 78
Responsible Party: Public Tree Planting	●		Ch 78-Sec 2,3
Responsible Party: Public Tree Maintenance	●		Ch 78-Sec 2,3
Responsible Party: Public Tree Removal	●		Ch 78-Sec 2,3
Tree Board/Commission/Department and Duties		●	
Tree Canopy Guidelines		●	
Dead/Diseased Tree Removal	●		Ch 78-Sec 10
Public: Tree Planting		●	
Public: Tree Preservation	●		Ch 46-Sec 78, Ch 78-Sec 8,9
Public: Tree Removal/Maintenance		●	
Public: Permit required for work on trees	●		Ch 78-Sec 5
Public: Restricts mutilation of trees	●		Ch 50-Sec 4, Ch 78-Sec 4
Development: Tree Planting	●		Ch 66-Sec 99(A5), Appendix C-Sec 505
Development: Tree Preservation	●		Ch 66-Sec 75,99(B), Ch 78-Sec 8, Zoning-1515(5f)
Development: Tree Removal		●	
Development: Tree Replacement		●	
Development: Requires landscape plan, inclusion of trees and vegetation in site plans	●		Zoning-1515(5F, 6D3)
Parking: Tree Planting	●		Zoning-1304
Parks: Tree Preservation	●		Ch 50-Sec 4
Woodlands: Tree Preservation		●	
Businesses, Community Centers, Pools, etc: Tree and landscaping requirements		●	
Greenbelts, Berms, Planting Screens, Fences, etc: Tree Requirements	●		Zoning-1523
Greenbelts, Berms, Planting Screens, Fences, etc: Landscaping Standards	●		Zoning-1509
Approved/Suggested Species List	●		Zoning-1509
Prohibited Species List	●		Ch 78- Sec 3
Plant Material Guidelines: Species, Size, Spacing	●		Zoning-1509

### SPECIFICATIONS & STANDARDS MANUAL

A Specifications and Standards Manual can be created to organize all relevant information used to guide tree management into a single document. It houses information regarding species, sizing, spacing, planting, removal, replacement and maintenance requirements. Ideally, the manual would be referenced in the ordinance, but would be kept separate. Maintaining the document outside the ordinance allows for easy changes and in depth explanations. Like any city plan, the Specifications and Standards Manual should be revisited every few years to make updates.

### SPECIES LISTS

It is best to maintain species lists outside the code of ordinances to more easily respond to changing environmental conditions and new diseases, which may effect urban canopy. This revision can be implemented during the next round of ordinance updates.

### RESOURCES

*Guidance for creating and updating tree ordinances:*

[www.releafmichigan.org](http://www.releafmichigan.org)

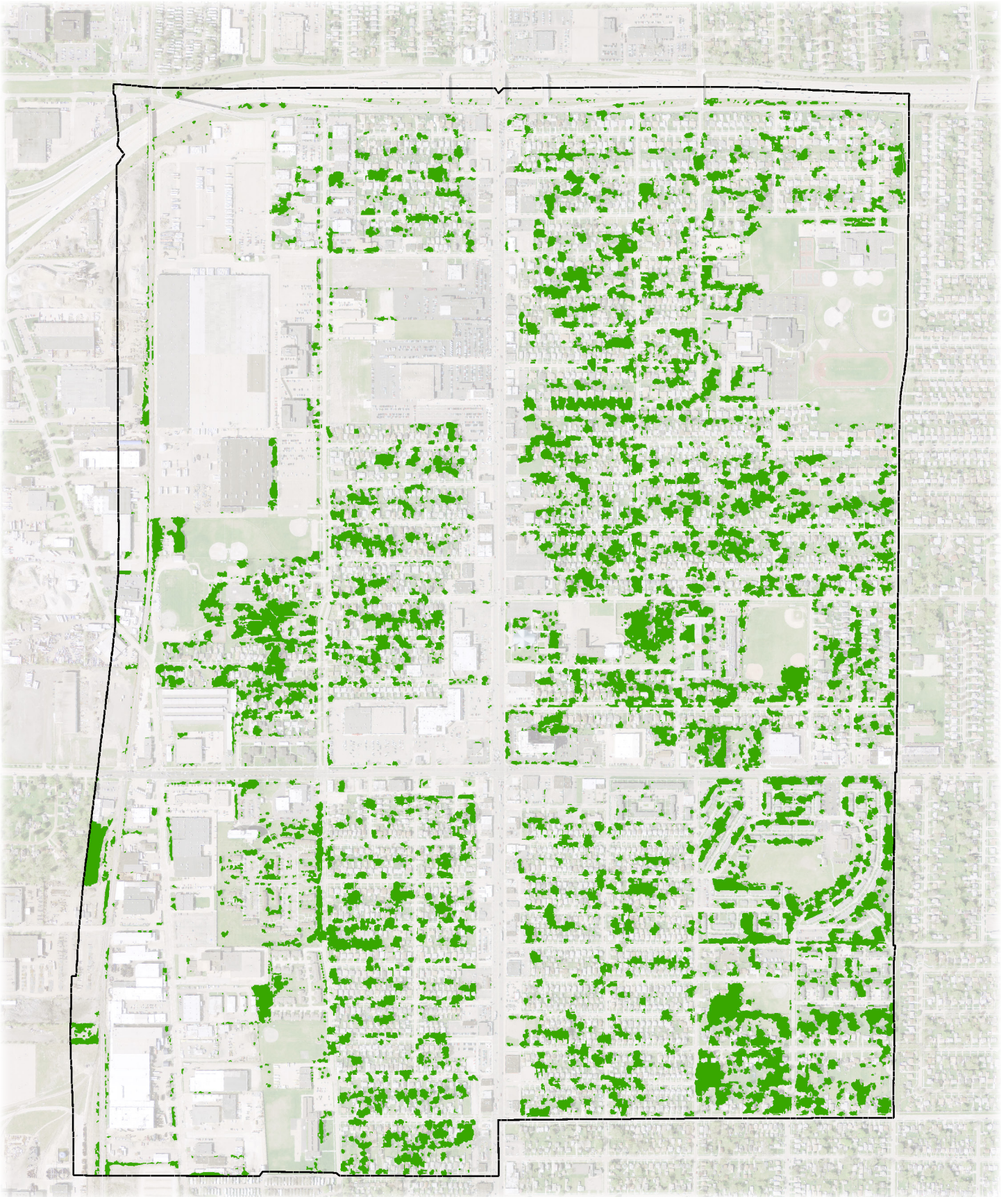
[www.isa-arbor.com/education/onlineResources/treeOrdinanceGuidelines.aspx](http://www.isa-arbor.com/education/onlineResources/treeOrdinanceGuidelines.aspx)

[www.gfc.state.ga.us/community-for-ests/planning-policy/tree-ordinances/](http://www.gfc.state.ga.us/community-for-ests/planning-policy/tree-ordinances/)

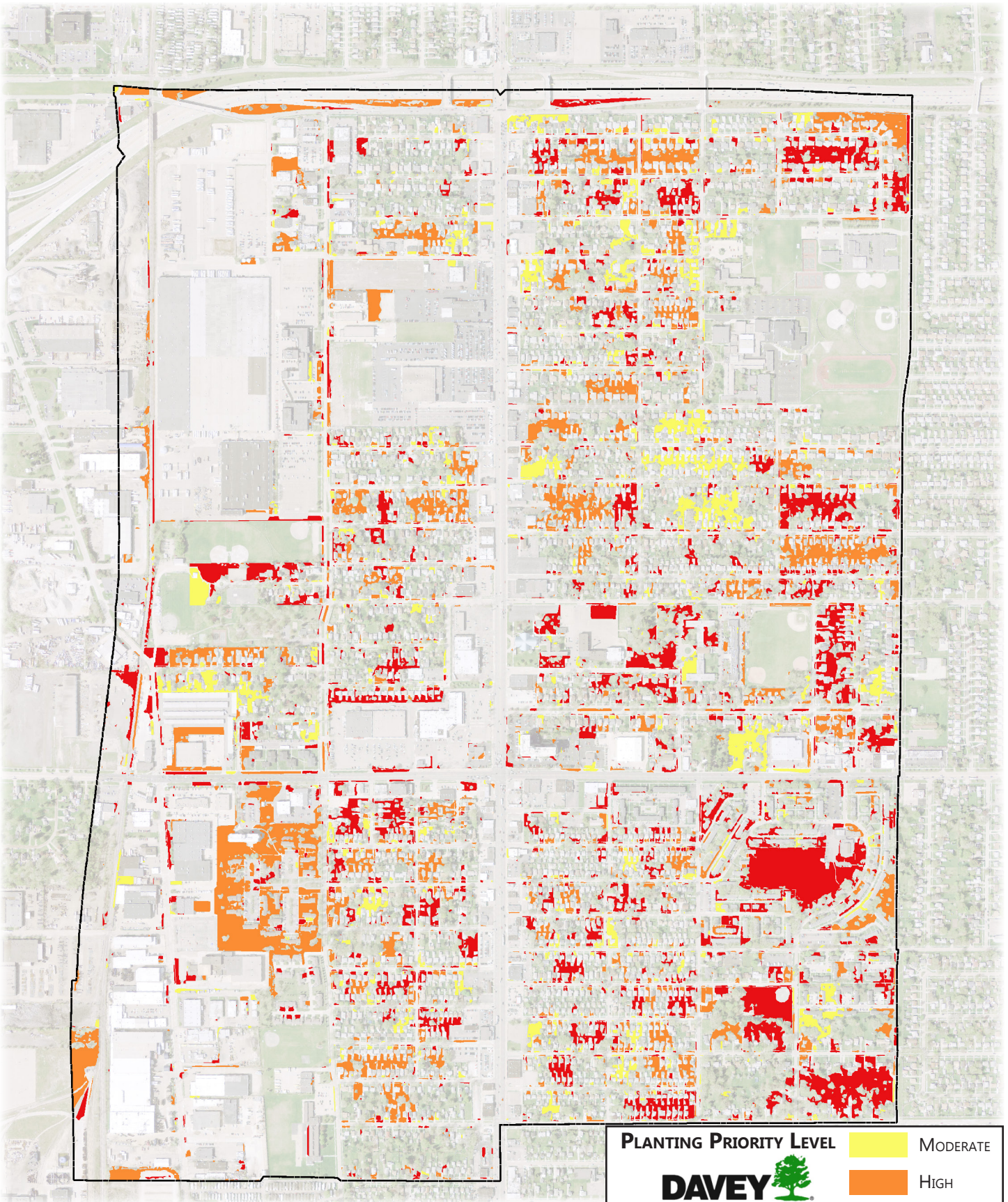
Information based on City of Center Lines's Code of Ordinances from Municode.com.  
Updated May, 2015. 'Ch'=Chapter, 'Sec'=Section(s).









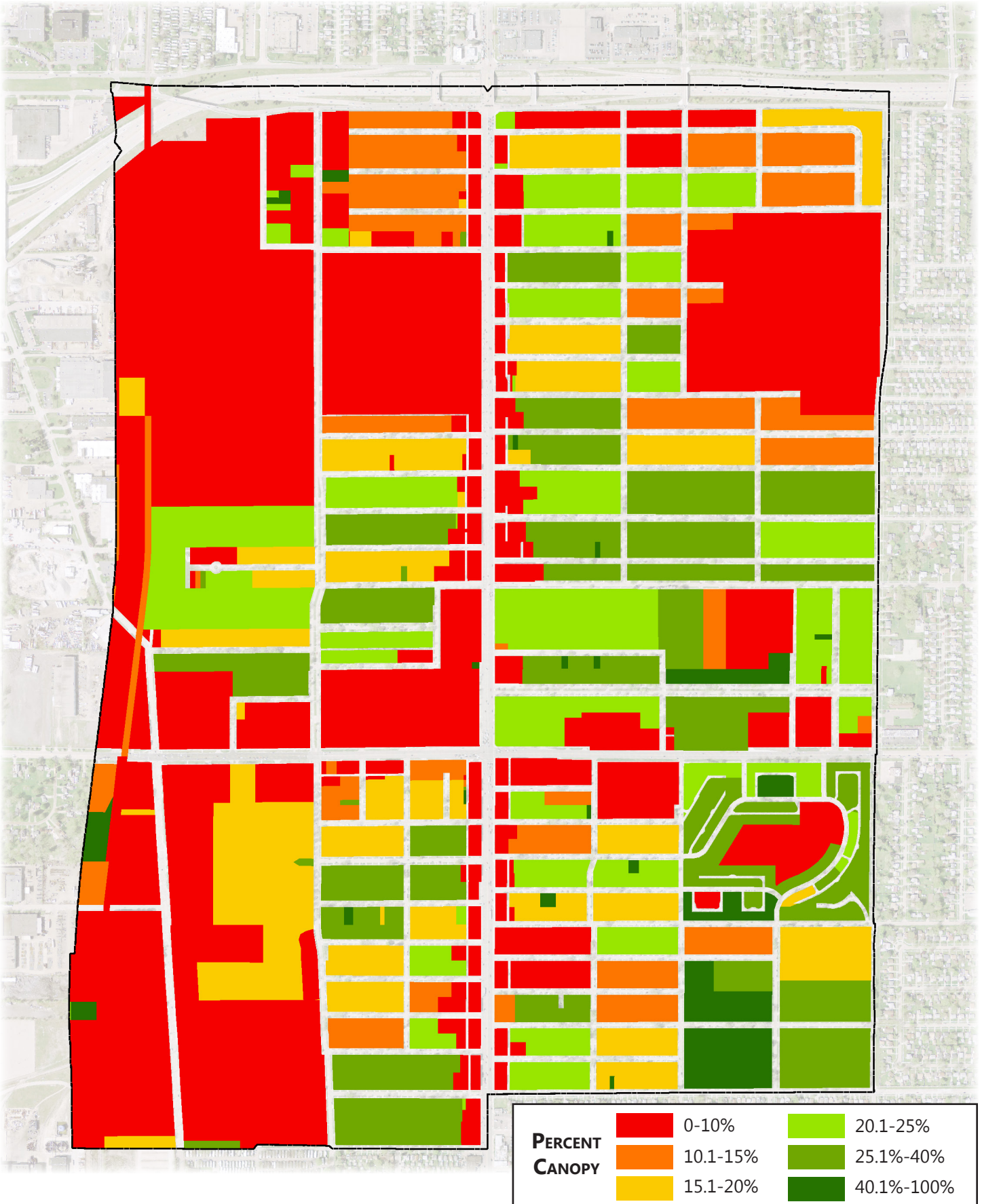


**PLANTING PRIORITY LEVEL**

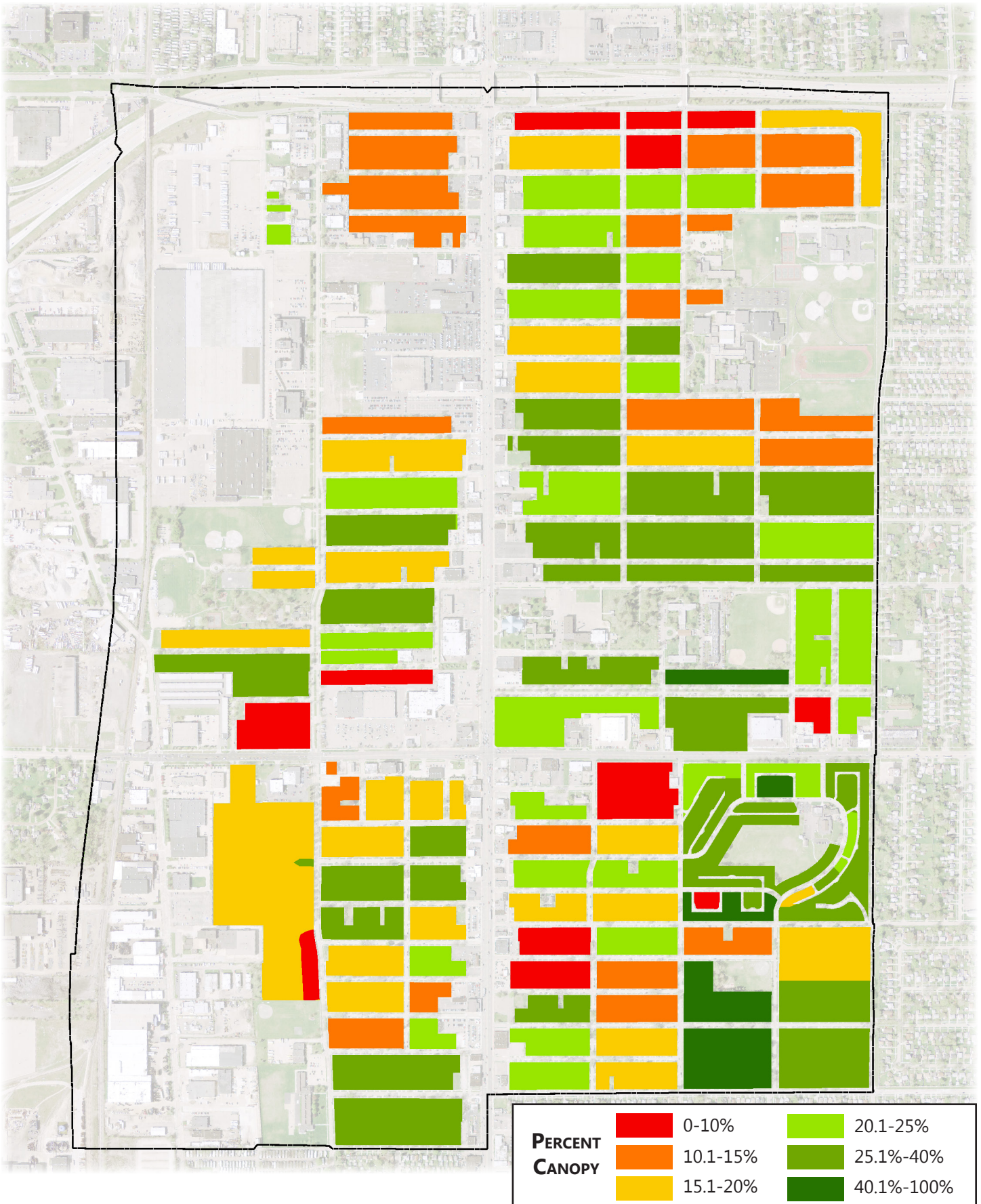
	MODERATE
	HIGH
	VERY HIGH

**DAVEY**   
**RESOURCE GROUP**  
A Division of The Davey Tree Expert Company

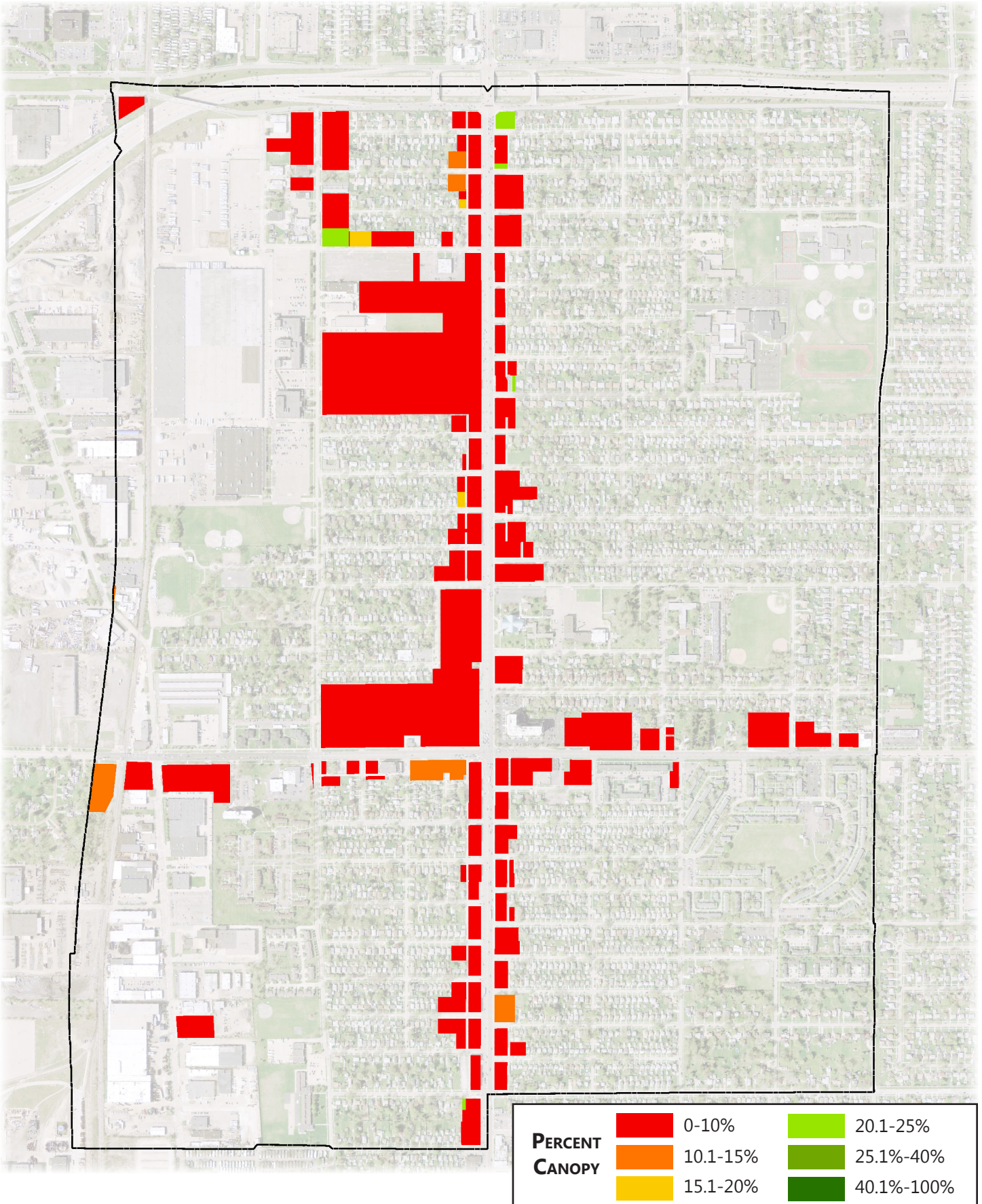




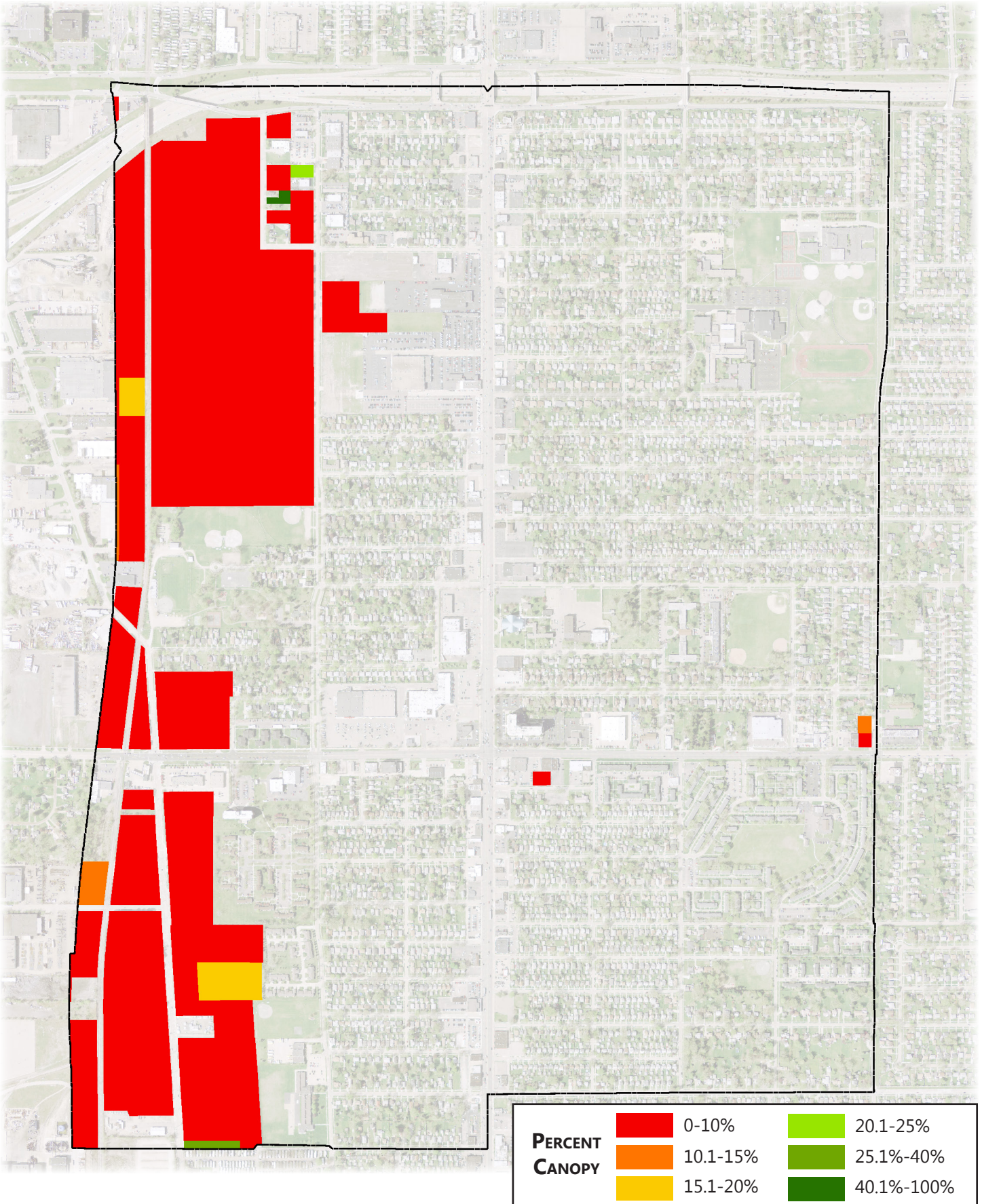




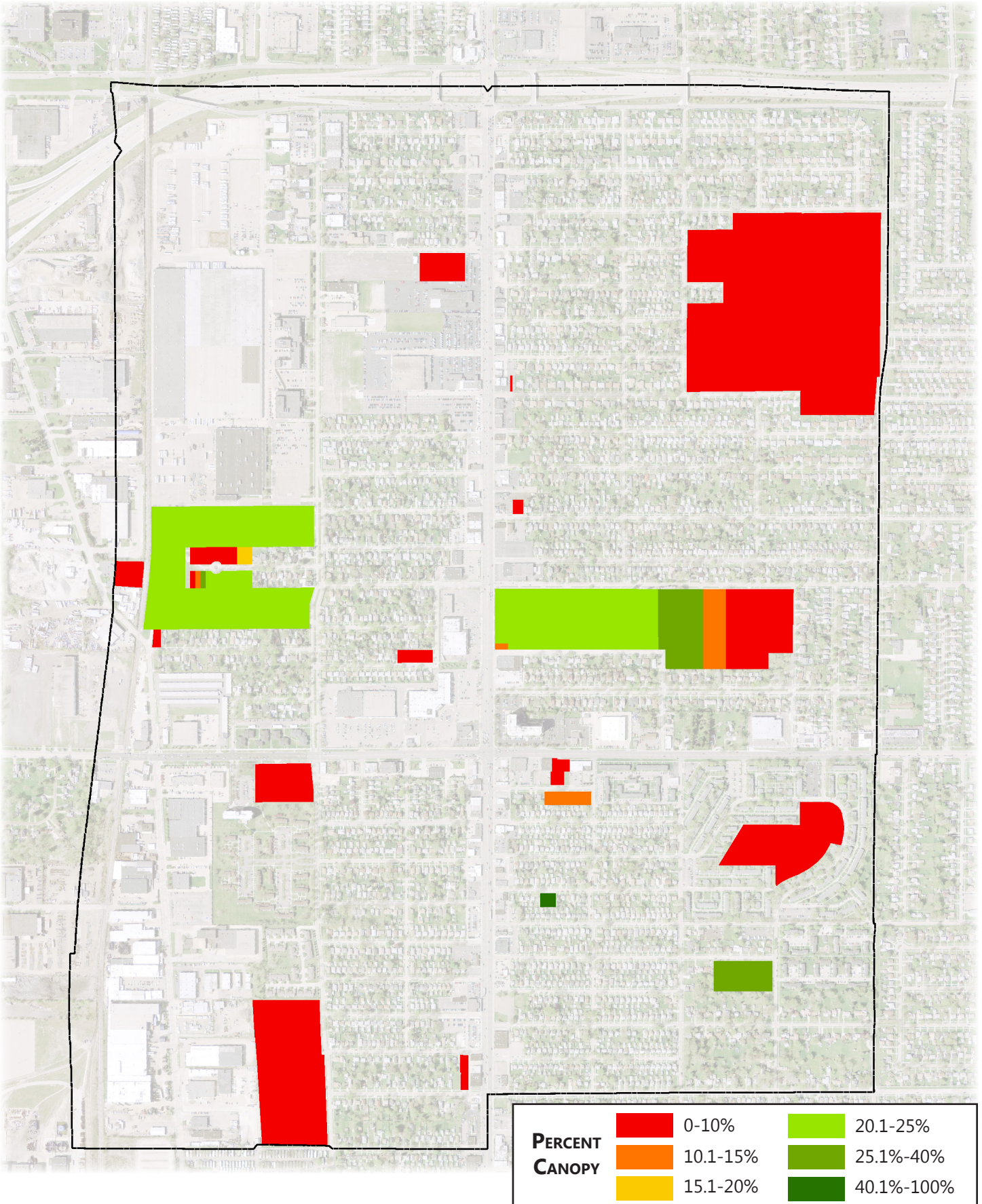




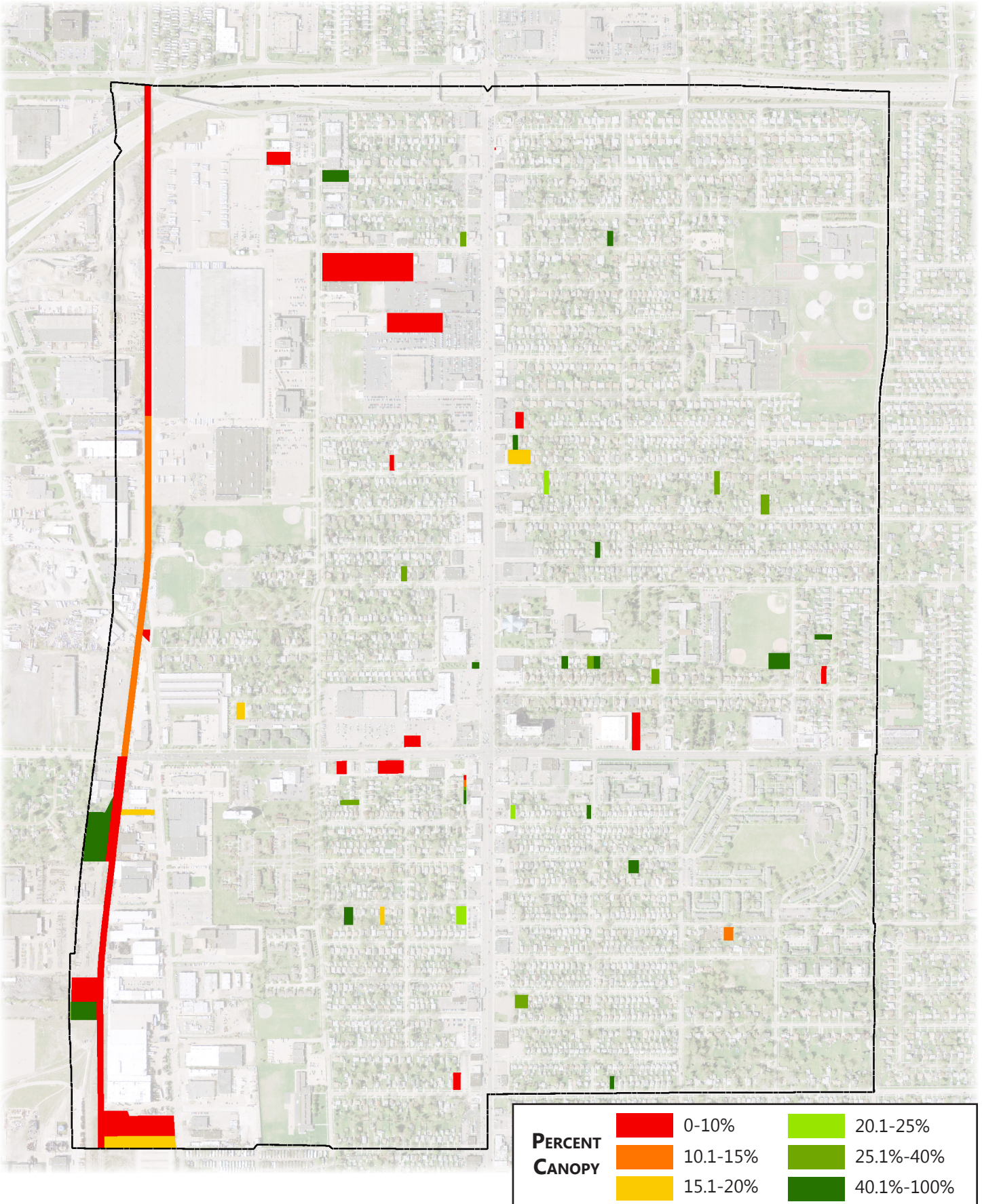




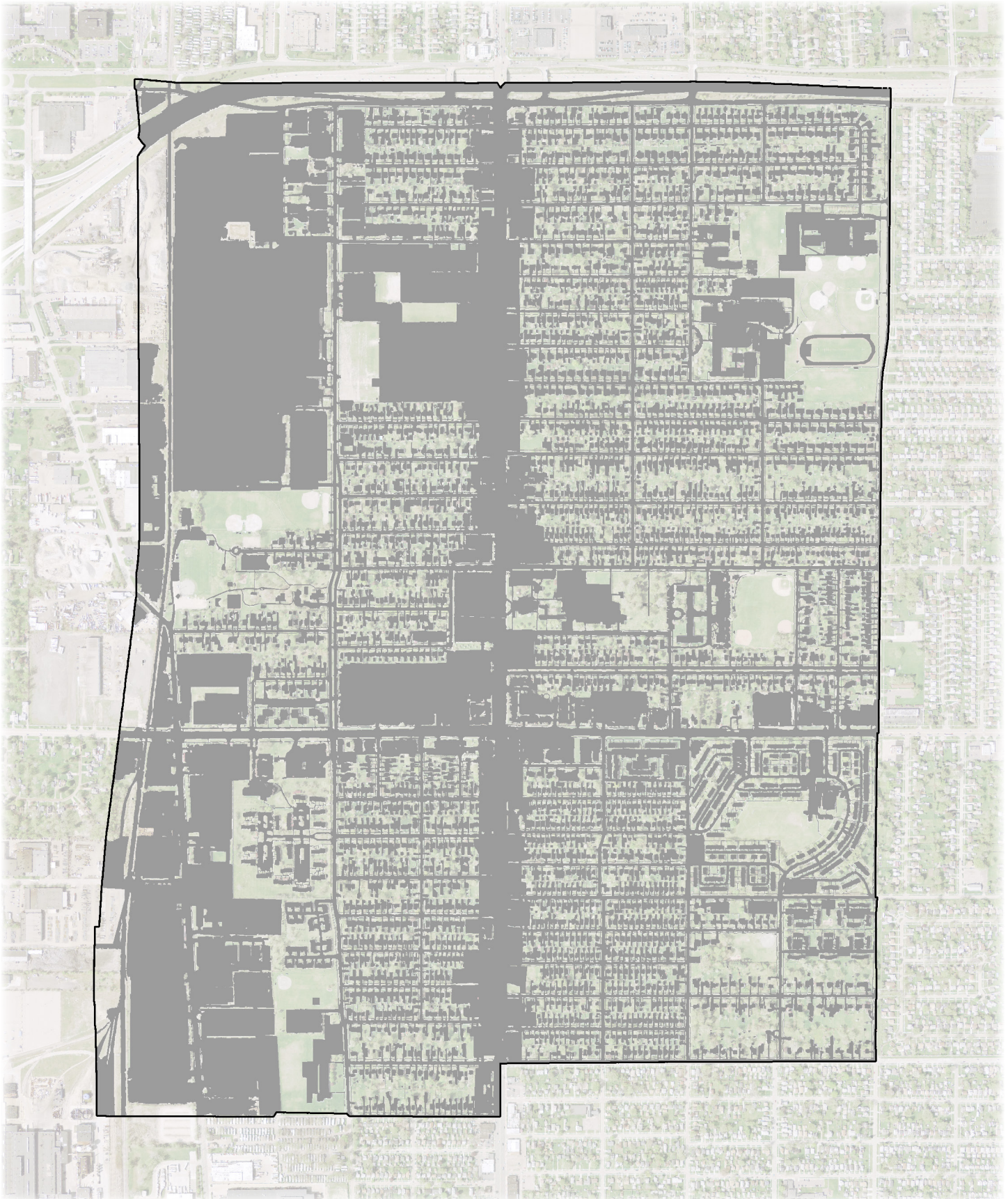


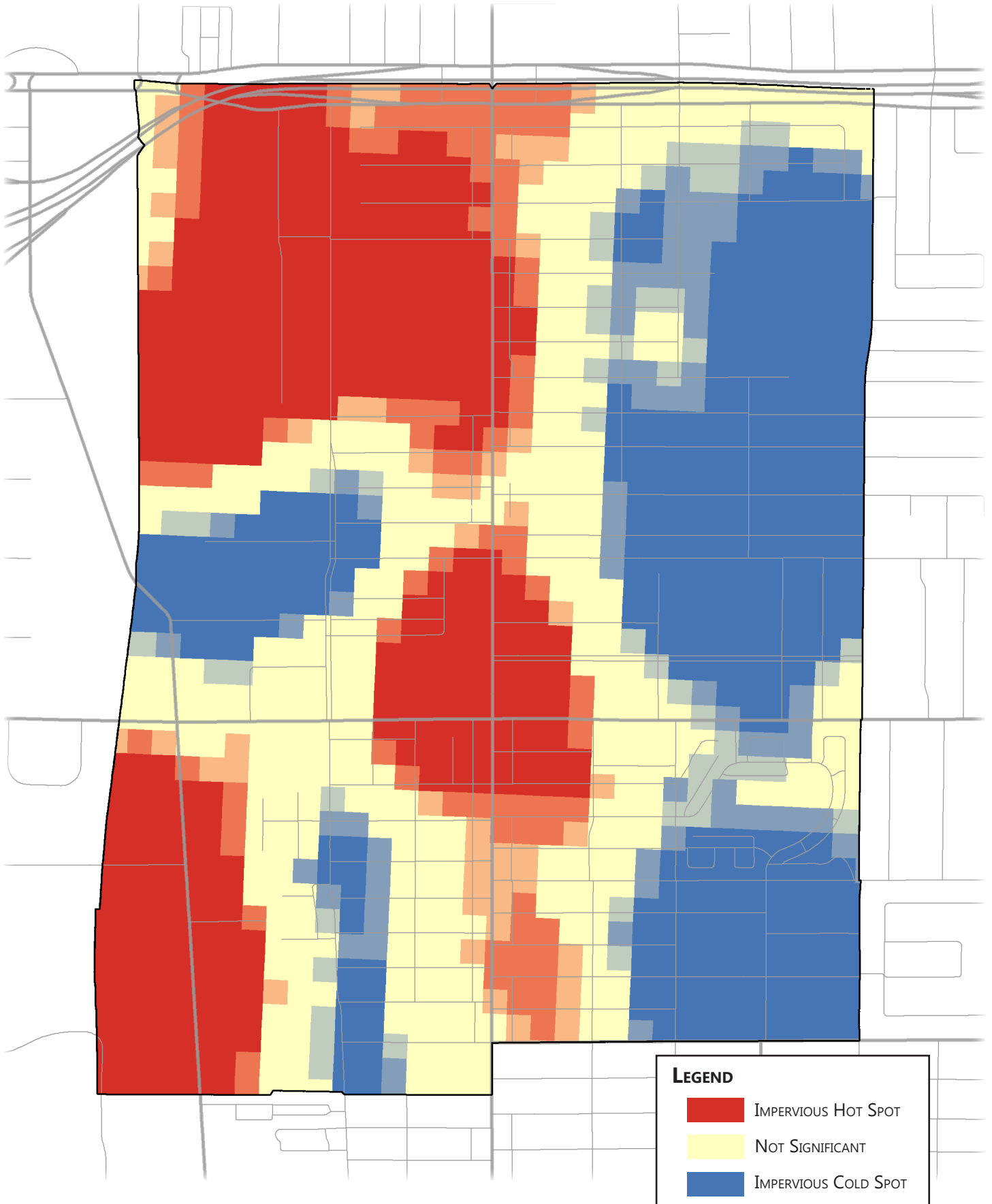














## Fw: WCCD/Bridgewater Twp Pilot Project

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From: Dan Kaffee (kaffeedan@yahoo.com)

To: bridgewaterwpclerk@yahoo.com; bridgewaterwptreasurer@yahoo.com; bridgewaterwptrustee2@yahoo.com; bridgewaterwpsupervisor@yahoo.com

Cc: mpscaturo@yahoo.com; ghoward685@aol.com; wilkinfarms@yahoo.com

Date: Friday, December 31, 2021, 11:32 AM EST

---

Board of Trustees,

After submitting questions to Summer Roberts about the WCCD/MDNR grant, the following answers have been replied. I am forwarding the email to the Board for any future considerations.

Happy New Year,

Dan

----- Forwarded Message -----

**From:** Summer Roberts <summer@washtenawcd.org>

**To:** Dan Kaffee <kaffeedan@yahoo.com>

**Sent:** Tuesday, December 28, 2021, 11:45:23 AM EST

**Subject:** Re: WCCD/Bridgewater Twp Pilot Project

Hi Dan,

Thank you for speaking with me and taking the time to email the Farmland Preservation Board before your next meeting. I have responded in blue to the comments/questions and also added a few clarifying comments to your original email.

On Sat, Dec 25, 2021 at 7:06 PM Dan Kaffee <kaffeedan@yahoo.com> wrote:

Good evening Summer,

Below is a list of questions some members on the Farmland Preservation Board would like to see clarification on;

If other Townships don't participate does that provide more funds for the ones who choose to participate?

This is a pilot project, so there have only been four municipalities invited to participate - Ypsilanti Township, City of Ypsilanti, Sharon Township, and Bridgewater Township. All four expressed initial interest and were included in our grant proposal to MDNR submitted in September. If Bridgewater requests not to participate, I would have to speak to MDNR to determine what would happen to the funds. I would imagine either a) funds would be reduced by 1/4 or b) WCCD would be allowed to invite a different municipality, but WCCD may choose not to do this given the timeline of the project.

Clarification that Residents do not receive funds at all!

Correct, no funds will be distributed to residents. This pilot project is focusing on determining community needs and goals, assessing trees current roles, and examining if trees could provide additional benefits to the community. We plan to do this by gathering info from elected officials/staff (Nov/Dec), surveying local residents (Jan/Feb), reviewing current policies/ordinances/Master Plans (Jan-April), and using GIS (Geographic Information System) to create township level maps that examine the current distribution of trees on the landscape and what benefits could be derived from alternative distribution patterns and placement (Dec-June). We are hoping that if this pilot project proves successful (i.e. helpful to the residents and local officials in each community) that it could be expanded across Washtenaw. Additionally, we believe this project could be a great way to leverage funding for municipalities in the future and help us provide or develop additional grants or programming for communities.

How are the properties chosen?

We are planning to look at tree distribution and roles on a township level scale in the map sets. Areas proposed for additional tree planting or preservation will be guided by community input. For example, if a community indicates that water quality and flooding in a particular area are significant issues, we would examine how best to place trees to address these concerns. These map sets are simply suggestions and are intended to help residents visualize their landscape now and under potential future scenarios solving for particular issues.

Other than providing ecological benefits how does this help our community?

We are hoping to tailor this project to meet the needs of Bridgewater township, but we need additional input from local officials and residents to understand the issues and concerns in your community. As one example, when speaking with Dan, we discussed how riparian buffer areas, or essentially plants and trees along streams and waterbodies, can help reduce streambank erosion, reduce topsoil and fertilizer entering from surrounding agricultural fields, and protect valuable farmland from flooding. Depending on the depth of the buffer, some portion could be fruit and nut trees which would allow for productive use of the area and diversify the income of the farmer. Windbreaks also provide ecological benefits as well as protecting soil from wind erosion, providing shade for livestock, act as a living snow fence, visual privacy, etc. Once I better understand the issues facing Bridgewater Township residents, we will work to determine if trees might be able to help and where they would need to be placed. As mentioned above, if Bridgewater residents are interested in pursuing additional funding for trees, this pilot project demonstrates initial planning efforts and could be used to leverage additional funds for on-the-ground-implementation.

Is there any material to review from Macon's County & is this leading to more parks we can't afford or control?

I distributed examples from Green Macomb at the Board Meeting I attended on December 2nd and I also attached examples to my follow-up email. I have attached them again to this email or you can [view them online here](#). This pilot project will have similar final deliverables, but they will be tailored to each municipality (for example, an impervious surface map probably isn't needed for Sharon or Bridgewater Townships). The final deliverables are simply resources for your community to use to discuss future planning and goals. The community profile and maps will include township strengths and challenges and provide example alternatives, but WCCD is not advocating for any particular outcome. Our mission is to assist residents with the conservation, management, and wise use of natural resources, but we understand that looks different for different communities. As background, WCCD conducted a countywide survey in July and heard from residents from multiple municipalities that they were concerned with land use, trees and woodlots, and water. We are hoping to leverage our assets and resources to encourage residents to become more involved in local government where a lot of land use planning occurs. As mentioned above, if this pilot project proves successful, we may consider rolling it out - over time - to all municipalities across Washtenaw.

Thanks Marcie--I finally got the 2nd attachment open & I surmised they were looking for a tree ordinance & policing is a big concern!

We do plan to conduct a review of current ordinances and the master plan to identify if any community goals, needs, or concerns (hopefully communicated by local officials and public input through local surveys) can be addressed by adopting alternative policies. However, we have no way or intention of forcing the adoption of any alternative policies that may be proposed and the documents we will produce will simply be guidance documents for your community intended to encourage resident engagement and additional discussion.

Sent from my iPhone

On Dec 14, 2021, at 8:12 PM, Dan Kaffee <[kaffeedan@yahoo.com](mailto:kaffeedan@yahoo.com)> wrote:

Farmland Board members,

After having a conversation with Summer Roberts, WCCD, 734.302.8716., I now have additional information to share before our Feb. 2022 meeting. I would like the farmland board to review and add input to any of the facts/friction comments noted by next week and will be forwarded to the Board of Trustees by the Jan. 2022 meeting. Again, I want to gain clarity on what the grant offers the residents of our community and is this preservation minded. As follows;

#### **Facts/Information-**

1) The total grant is \$30,000 divided by 4 municipalities. The grantee is WCCD, so no funds are directly available to our residents in terms of cash dollars. WCCD will receive \$15,000 from MDNR upon completion and submission of the project in September. The remaining \$15,000 is match from WCCD.

- 2) WCCD is asking what are needs may be for the current (and future) activities to enhance urban trees, woodlots, and other similar needs. This is an opportunity to share information with the WCCD.
- 3) If applicable, funding would not be reimbursed to WCCD until after Sept. 2022 (once a township project is approved). [MDNR approved the project with Sharon Township, Bridgewater Township, Ypsilanti Township, and City of Ypsilanti as the municipalities in mid-November. MDNR will reimburse WCCD in September 2022 following project completion and submission.](#)
- 4) Initial correspondence would consist of a survey by WCCD (reimbursed by WCCD) early in 2022 to gain interest and needs of township residents. [I would very much appreciate input from elected officials in crafting the survey since you can help steer me towards topics/questions that will interest residents. WCCD will take on all costs of creating, distributing, and processing the survey, but would appreciate having a small display at the Bridgewater Township hall where residents could pick up a paper copy.](#)
- 5) Follow up through the summer season with compiling GPS data, graphic design work, reviewing a community profile, and with projected completion submitted by Sept. 1, 2022.
- 6) WCCD would present maps, information, and other reference material that may be of interest to our township with details noted for managing natural resources at the end of the grant cycle.

#### Friction/Pushback points-

- 1) The residents will have a resource reference without a secured/guaranteed source of income. [We hope this project could lead to additional grants in the future if that is the desire of the community.](#)
- 2) What's the advantage to the currently referenced material available online, locally sourced, or township supported?
- 3) If a survey is planned and formed, we need to be clear on how the language applies to our landscape. [Yes, your help would be appreciated!](#)
- 4) Does the farming community we represent have an appetite for the grants criteria? Is there enough interest?
- 5) Is the burden upon the additional township administrative hours acceptable (the review time of the master plan, permits, zoning, ordinances, etc.)? [I'm grateful and welcome additional communication, but I primarily need assistance with: a\) learning about Bridgewater Township's issues and goals, b\) editing the local survey to ensure it resonates with residents, and c\) publicizing the pilot project and survey through any channels available to your township \(e.g. monthly newsletter, website, etc.\).](#)

Input and comments please,

Thanks and Merry Christmas,

Dan

On Monday, December 13, 2021, 12:53:43 PM EST, Summer Roberts <[summer@washtenawcd.org](mailto:summer@washtenawcd.org)> wrote:

Hello Dan,

I left a voicemail at the number (734-944-5662) listed for you on the Bridgewater Township website. I'm reaching out to discuss the pilot project I introduced to the Board of Trustees earlier this December (please see previous email and attachments). Michelle recommended I reach out to you to discuss how the project could be tailored to be most beneficial to Bridgewater Township residents. I have availability on Thursday (12/16) afternoon, Friday (12/17), or Monday (12/20). Please let me know if there is a date and time that works best for you and if I have the correct phone number.

Thank you,

Summer Roberts



**Community Forester**

*Assisting residents with the conservation, management and wise use of natural resources in Washtenaw County since 1948.*

On Mon, Dec 6, 2021 at 10:24 AM Summer Roberts <[summer@washtenawcd.org](mailto:summer@washtenawcd.org)> wrote:

Hello Members of the Board of Trustees, Farmland Preservation Board, and Planning Commission for Bridgewater Township,

Thank you for inviting me to speak at your meeting last Thursday (12/2). It was nice to meet most of you in person (*Dan - I was told you might be interested in speaking with me, so I have included you here*) and have a chance to briefly introduce the pilot project.

As I indicated at the meeting, the success of this pilot project hinges on community input. So I would be very grateful to learn more from you all about community strengths, needs, and challenges in Bridgewater, so I can do my best to tailor this project to be relevant and useful for you and your residents. The pilot project is, in part, funded by a grant from the [Michigan Department of Natural Resources Urban and Community Forestry](#) program so the focus is community trees and woodlots, but since trees serve so many roles and provide a variety of ecosystem services there is ample room to tailor the project to fit community concerns in Bridgewater. If possible, I would like to speak to any interested individuals as soon as possible since I'm hoping to roll out a survey to the Bridgewater community in January.

**If interested, please reach out to me, either individually or in groups, to schedule a time to discuss the pilot project in detail.** I'm available for a phone call or video conference at the following times:

- 12/8 between 9am - 12 pm
- 12/9 between 9am - 12 pm
- 12/10 between 1pm - 4pm
- 12/16 between 9am - 12pm and 1pm - 4pm
- 12/17 between 1pm- 4pm

Also, please find attached to this email the items I distributed at the meeting: 1) the project outline and 2) the example Community Profile and Map Set from Green Macomb, our inspiration for the project. These will be helpful reference items for any further discussions.

I look forward to speaking with some of you in the near future.

Best,

**Summer Roberts**  
**Community Forester**

*Assisting residents with the conservation, management and wise use of natural resources in Washtenaw County since 1948.*



BridgewaterTwp\_PPOutline\_Meeting1.pdf  
61.2kB



TEMPLATE\_GreenMacombCenterLine.pdf  
16.6MB

## Bridgewater Township General Fund Monthly Expenses

December 31, 2021 through January 31, 2022

Dec 31, '21 - Jan 31, 22	Type	Date	Num	Split	Amount
	Bill	12/31/2021	9977	Amy Ahrens	5253727 · Treasurer supplies & \$512.40
	Bill	12/31/2021	EFT	Cardmember Service	-SPLIT- \$1,857.84
	Bill	12/31/2021	9978	Clayton and Mary Rider Assessing Service	-SPLIT- \$1,991.67
	Bill	12/31/2021	EFT	Consumers Energy	5265728 · Maintenance & Utiliti \$83.74
	Bill	12/31/2021	EFT	Detroit Edison Company - Hall	5265728 · Maintenance & Utiliti \$64.95
	Bill	12/31/2021	EFT	Detroit Edison Company - Street Lights	5440852 · Street lighting \$378.66
	Bill	12/31/2021	9979	Donald N. Pennington	-SPLIT- \$938.75
	Bill	12/31/2021	EFT	Frontier	5265728 · Maintenance & Utiliti \$107.55
	Bill	12/31/2021	EFT	Paychex - fees	5215727 · Clerk supplies & expi \$221.80
	Bill	12/31/2021	EFT	Paychex - payroll	-SPLIT- \$7,823.37
	Bill	12/31/2021	9980	PSLZ, LLP	5173802 · Audit fees \$5,000.00
	Bill	12/31/2021	9981	River Raisin Watershed Council	5173811 · Membership fees & c \$167.00
<b>Dec 31, '21 - Jan 31, 22</b>					<b><u>\$19,147.73</u></b>

## Bridgewater Township Profit & Loss Budget vs. Actual April 2021 through March 2022

	Apr '21 - Mar 22	Budget	\$ Over Budget
<b>Income</b>			
Clean-up Day Grant	0	2,500	-2,500
Clean Up Donation	222	100	122
4402 · Property tax - operation	5,185	82,000	-76,815
4405 · Property tax - fire millage	0	50,763	-50,763
4447 · Tax administration fee	14,664	33,500	-18,836
4448 · Tax collection fees	200	3,500	-3,300
4460 · Township permits	100	500	-400
4465 · Land division fees	525	600	-75
4574 · Revenue sharing	203,269	151,577	51,692
4600 · Collection Fee-Sewer Fund	0	1,000	-1,000
4665 · Interest Income	34	300	-266
4672 · Other Income	4,540	200	4,340
4675 · Metro Auth.-restricted to roads	3,636	3,800	-164
4700 · Election Reimbursement	598		
<b>Total Income</b>	<b>232,973</b>	<b>330,340</b>	<b>-97,367</b>
<b>Gross Profit</b>	<b>232,973</b>	<b>330,340</b>	<b>-97,367</b>
<b>Expense</b>			
<b>5101000 · Township Board</b>			
5101703 · Trustee salary	3,592	4,896	-1,304
5101727 · Township supplies & expenses	264	684	-420
5101770 · Conferences & Training	0	500	-500
<b>Total 5101000 · Township Board</b>	<b>3,856</b>	<b>6,080</b>	<b>-2,224</b>
<b>5171000 · Supervisor</b>			
5171703 · Supervisor Salary	12,338	15,920	-3,582
5171727 · Supervisor Expense	444	1,000	-556
<b>5209000 · Assessor</b>			
5209705 · Board of Review expenses	1,000	1,700	-700
5209805 · Assessor Wages	16,792	22,800	-6,008
5209810 · Assessor Expense	2,239	2,800	-561
<b>Total 5209000 · Assessor</b>	<b>20,031</b>	<b>27,300</b>	<b>-7,269</b>
<b>Total 5171000 · Supervisor</b>	<b>32,812</b>	<b>44,220</b>	<b>-11,408</b>
<b>5173000 · Other General Government</b>			
5173715 · Social Security	3,749	5,000	-1,251
5173801 · Attorney & Consulting Expenses	1,180	2,000	-820
5173802 · Audit fees	5,000	5,000	0
5173811 · Membership fees & dues	2,180	2,100	80
5173895 · Website Administrator	500	500	0
5173912 · Insurance & Bonds	-480	6,500	-6,980
5173955 · Miscellaneous	4,540		
5174800 · Bank Fees	0		
<b>Total 5173000 · Other General Government</b>	<b>16,669</b>	<b>21,100</b>	<b>-4,431</b>
<b>5215700 · Clerk</b>			
5173900 · Printing & publishing	333	400	-67
5174810 · Deputy Clerk	630	1,600	-970
5191727 · Election expense	208	2,000	-1,792
5215703 · Clerk salary	12,818	16,539	-3,721
5215727 · Clerk supplies & expense	3,049	3,200	-151
<b>Total 5215700 · Clerk</b>	<b>17,037</b>	<b>23,739</b>	<b>-6,702</b>
<b>5253700 · Treasurer</b>			
5253701 · Tax Collection Expense	2,887	2,500	387
5253703 · Treasurer salary	13,924	17,967	-4,043
5253704 · Deputy Treasurer Wages	300	1,600	-1,300
5253727 · Treasurer supplies & expenses	1,821	2,000	-179
<b>Total 5253700 · Treasurer</b>	<b>18,933</b>	<b>24,067</b>	<b>-5,134</b>

## Bridgewater Township Profit & Loss Budget vs. Actual April 2021 through March 2022

	Apr '21 - Mar 22	Budget	\$ Over Budget
<b>5265000 · Building &amp; Grounds</b>			
5265728 · Maintenance & Utilities	4,196	7,000	-2,804
5265925 · Cemetery care	2,595	2,500	95
5265980 · Building improvement & equipmen	999	1,000	-1
<b>Total 5265000 · Building &amp; Grounds</b>	<b>7,790</b>	<b>10,500</b>	<b>-2,710</b>
<b>5301800 · Public Safety</b>			
5339727 · Fire protection billing expense	68,044	75,000	-6,956
<b>Total 5301800 · Public Safety</b>	<b>68,044</b>	<b>75,000</b>	<b>-6,956</b>
<b>5400700 · Planning &amp; zoning</b>			
<b>5400701 · Planning</b>			
5400727 · Planning comm. wage & expense	3,848	5,700	-1,852
5400801 · PC Attorney Fees	75	0	75
5400803 · Planning consultant - on-going	4,335	7,000	-2,665
5411810 · Conferences & Training	0	1,000	-1,000
<b>Total 5400701 · Planning</b>	<b>8,258</b>	<b>13,700</b>	<b>-5,442</b>
<b>5410726 · Zoning</b>			
5410704 · Land Division Processing Fees	1,275	1,700	-425
5410727 · Zoning ad.wage & expense	5,644	7,500	-1,856
5411727 · Zon Bd of Appeals Expense	0	400	-400
<b>Total 5410726 · Zoning</b>	<b>6,919</b>	<b>9,600</b>	<b>-2,681</b>
<b>Total 5400700 · Planning &amp; zoning</b>	<b>15,177</b>	<b>23,300</b>	<b>-8,123</b>
<b>5440000 · Public works</b>			
5440846 · Road Improvements	39,166	40,000	-834
5440847 · Drains at large	54,834	54,834	-0
5440849 · Clean-up Day	3,117	2,500	617
5440852 · Street lighting	3,240	4,500	-1,260
<b>Total 5440000 · Public works</b>	<b>100,357</b>	<b>101,834</b>	<b>-1,477</b>
<b>5500000 · Contingencies</b>	<b>0</b>	<b>500</b>	<b>-500</b>
<b>Total Expense</b>	<b>280,674</b>	<b>330,340</b>	<b>-49,666</b>
<b>Net Income</b>	<b>-47,701</b>	<b>0</b>	<b>-47,701</b>

**Bridgewater Township General Fund**  
**Balance Sheet**  
As of December 31, 2021

Jan 2, 2022  
Accrual Basis

	Dec 31, 21
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
1002 · General Checking-Key Bank	52,568.41
1010 · General Savings-Key Bank	174,370.79
1016 · Bank of Ann Arbor 5yr	103,665.96
1017 · Old National 5 yr	113,811.78
<b>Total Checking/Savings</b>	444,416.94
<b>Accounts Receivable</b>	
1200 · Accounts Receivable	762.00
<b>Total Accounts Receivable</b>	762.00
<b>Other Current Assets</b>	
Prepaid Insurance	6,912.00
1034 · Tax Receivable-PPT	-32.61
1050 · Current Year Tx Roll Receivable	
1090 · Due from County - Settlement	-2,971.78
1050 · Current Year Tx Roll Receivable - Other	-1,162.15
<b>Total 1050 · Current Year Tx Roll Receivable</b>	-4,133.93
1081 · Due from Sewer Operations	-1,071.47
1085 · Due From Tax Fund	-2,210.00
1087 · Due from Dr. Samuels	-100.67
1201 · Accounts Receivable 2	1,590.00
<b>Total Other Current Assets</b>	953.32
<b>Total Current Assets</b>	446,132.26
<b>Fixed Assets</b>	
1600 · Buildings	98,329.35
1610 · Equipment	28,244.21
1620 · Land	70,863.09
1630 · Siding & Windows	17,049.00
1640 · Township Hall Improvements	54,079.30
1650 · Accumulated Depreciation	-95,648.85
<b>Total Fixed Assets</b>	172,916.10
<b>TOTAL ASSETS</b>	<b>619,048.36</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
2000 · Accounts Payable	-607.11
<b>Total Accounts Payable</b>	-607.11
<b>Credit Cards</b>	
2050 · Comerica - Clerk/Treasurer	-2,498.36
<b>Total Credit Cards</b>	-2,498.36
<b>Other Current Liabilities</b>	
2100 · Payroll Liabilities	-377.79

# Bridgewater Township General Fund

## Balance Sheet

As of December 31, 2021

Jan 2, 2022

Accrual Basis

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	<u>Dec 31, 21</u>
2217 · Escrow Deposits Payable	
2220 · Due to SMR-Elliott parcel	2,500.00
2233 · Due to SMR-Crego/Peltcs	1,001.25
2252 · Due Metro General Contractors	1,000.00
2253-01 · Due to Bridgewater Commons	485.00
2259 · Rustic Glen Golf Club	2,622.50
	<hr/>
Total 2217 · Escrow Deposits Payable	7,608.75
	<hr/>
Total Other Current Liabilities	7,230.96
	<hr/>
Total Current Liabilities	4,125.49
	<hr/>
Total Liabilities	4,125.49
	<hr/>
Equity	
3900 · Fund Balance	489,707.15
3940 · Invested in Capital Assets, Net	172,916.84
Net Income	-47,701.12
	<hr/>
Total Equity	614,922.87
	<hr/>
TOTAL LIABILITIES & EQUITY	<b>619,048.36</b>
	<hr/> <hr/>

## Bridgewater Township Sewer Operation Monthly Expenses

December 31, 2021 through January 31, 2022

Dec 31, '21 - Jan 31, 22	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Split</u>	<u>Amount</u>
	Bill	12/31/2021		DTE Energy	Electricity	1,798.37
	Bill	12/31/2021		Frontier	Phone Service	69.92
	Bill	12/31/2021	761-10666765	MDEQ-NPDES	NPDES Permit	1,950.00
	Bill	12/31/2021		PSLZ, LLP	Audit	1,300.00
	Bill	12/31/2021	805	Village of Manchester	Plant Operator	2,952.04
<b>Dec 31, '21 - Jan 31, 22</b>						<b><u>8070.33</u></b>

# Bridgewater Township Sewer Operation

## Balance Sheet

As of January 31, 2022

Jan 2, 2022  
Accrual Basis

	Jan 31, 22
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
Key-Sewer O/M	
Capital Improvements Reserve	30,000.00
Key-Sewer O/M - Other	33,488.43
<b>Total Key-Sewer O/M</b>	63,488.43
Key Sewer O/M Saving	103,177.41
Key Sewer Retirement Checking	78,110.53
<b>Total Checking/Savings</b>	244,776.37
Accounts Receivable	
Accounts receivable	4,910.00
<b>Total Accounts Receivable</b>	4,910.00
<b>Other Current Assets</b>	
Due From Tax	23,249.10
Taxes Receivable Special Asst	6,164.90
<b>Total Other Current Assets</b>	29,414.00
<b>Total Current Assets</b>	279,100.37
<b>Fixed Assets</b>	
Accessory Building	53,320.02
Accumulated Depr - Access Bldg	-9,360.65
Equipment	101,752.20
Accumulated Depr - Equipment	-30,125.44
Sewer System Plant	1,966,444.05
Accumulated Depr - Sewer System	-680,061.78
Land	55,355.06
<b>Total Fixed Assets</b>	1,457,323.46
<b>Other Assets</b>	
Special Assessment Receivable	8,331.24
<b>Total Other Assets</b>	8,331.24
<b>TOTAL ASSETS</b>	<b>1,744,755.07</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Other Current Liabilities	
2004 Bond Pmt Due in One Yr	-74,024.00
<b>Total Other Current Liabilities</b>	-74,024.00
<b>Total Current Liabilities</b>	-74,024.00
<b>Total Liabilities</b>	-74,024.00
<b>Equity</b>	
Invested in capital assets, net	1,317,951.48
Restricted for Debt Service	240,753.85
Unrestricted Funds (QB RE acct)	252,286.07
Net Income	7,787.67
<b>Total Equity</b>	1,818,779.07
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>1,744,755.07</b>



## Kaiser Road Q-17-01-400-030

---

From: Laurie Fromhart (bridgewaterwpsupervisor@yahoo.com)

To: rodney@buildingplace.net

Cc: bridgewaterwpclerk@yahoo.com; bridgewaterwptreasurer@yahoo.com; gm.lawncare@yahoo.com; faustsandandgravel@gmail.com

Date: Sunday, August 8, 2021, 04:44 PM EDT

---

Rodney,

The Board discussed the final notice of ordinance violation for the subject property on Kaiser Road and voted to drop any further action.

I met onsite with the property owner Doug Frye on August 2nd and he informed me his hunting shack has been there for over 25 years, is less than 400 square feet, is on blocks and not a permanent structure. He said he was told by former Planning Commission Chair Jim Fish, back in 1996 when he constructed it, that as long as the shed was not more than 400 square feet and not a permanent structure than no permits were necessary.

I'm not sure what the zoning requirements were back then and perhaps Doug Frye's property is grandfathered, but in any event the Board doesn't feel it's a big enough issue worth enforcing.

Please don't hesitate to contact me if you have any questions regarding the Board's action.

Respectfully,

Laurie Fromhart  
Bridgewater Township Supervisor  
10990 Clinton Rd  
Manchester, MI 48158  
Cell: 734.223.2766  
Email: bridgewaterwpsupervisor@yahoo.com

**Re: Kaiser Road Q-17-01-400-030**

---

From: Building Place (rodney@buildingplace.net)

To: bridgewaterwpsupervisor@yahoo.com

Cc: bridgewaterwpclerk@yahoo.com; bridgewaterwptreasurer@yahoo.com; gm.lawncare@yahoo.com; faustsandandgravel@gmail.com

Date: Sunday, August 8, 2021, 05:13 PM EDT

---

Laurie,

I appreciate the update. The Planning Commission Chair had no authority under the ordinance in effect at the time to make that determination or to grant what would have been a use variance. If the owner is able to produce something in writing to that effect I would expect that it would need to be considered, but to-date he has not provided any permit or other documentation for this structure.

I will note that, at this point, I have not yet brought this matter to the Board for any determination related to legal action. Until that step is taken, there is no cause for a vote by the Board related to this violation.

My enforcement activity as Zoning Administrator related to this lot has not yet reached that stage. When it does, I will turn the matter over to the Board and follow whatever decision is made at that time. I will also plan to be in attendance at that meeting to answer questions that arise.

I would respectfully ask that you invite the owner to contact me as he should already have done.

Respectfully submitted,

Rodney Nanney  
Zoning Administrator

On Aug 8, 2021, at 4:45 PM, Laurie Fromhart <bridgewaterwpsupervisor@yahoo.com> wrote:

Rodney,

The Board discussed the final notice of ordinance violation for the subject property on Kaiser Road and voted to drop any further action.

I met onsite with the property owner Doug Frye on August 2nd and he informed me his hunting shack has been there for over 25 years, is less than 400 square feet, is on blocks and not a permanent structure. He said he was told by former Planning Commission Chair Jim Fish, back in 1996 when he constructed it, that as long as the shed was not more than 400 square feet and not a permanent structure than no permits were necessary.

I'm not sure what the zoning requirements were back then and perhaps Doug Frye's property is grandfathered, but in any event the Board doesn't feel it's a big enough issue worth enforcing.

Please don't hesitate to contact me if you have any questions regarding the Board's action.

Respectfully,

**Re: Kaiser Road Q-17-01-400-030**

---

From: Laurie Fromhart (bridgewaterwpsupervisor@yahoo.com)

To: rodney@buildingplace.net

Date: Sunday, August 29, 2021, 04:12 PM EDT

---

Rodney,

It's my understanding that Doug Frye sold the subject property on August 27th to a young couple who intend to build a home on the site.

Doug initially contacted me to request an extension to allow time for the new owners to build a home. When I reported on the matter to the Board they were not interested in enforcing the violation thus the reason for Board action.

Laurie Fromhart  
Bridgewater Township Supervisor  
10990 Clinton Rd  
Manchester, MI 48158  
Cell: 734.223.2766  
Email: bridgewaterwpsupervisor@yahoo.com

---

On Sunday, August 8, 2021, 05:13:33 PM EDT, Building Place <rodney@buildingplace.net> wrote:

Laurie,

I appreciate the update. The Planning Commission Chair had no authority under the ordinance in effect at the time to make that determination or to grant what would have been a use variance. If the owner is able to produce something in writing to that effect I would expect that it would need to be considered, but to-date he has not provided any permit or other documentation for this structure.

I will note that, at this point, I have not yet brought this matter to the Board for any determination related to legal action. Until that step is taken, there is no cause for a vote by the Board related to this violation.

My enforcement activity as Zoning Administrator related to this lot has not yet reached that stage. When it does, I will turn the matter over to the Board and follow whatever decision is made at that time. I will also plan to be in attendance at that meeting to answer questions that arise.

I would respectfully ask that you invite the owner to contact me as he should already have done.

Respectfully submitted,

Rodney Nanney  
Zoning Administrator

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On Aug 8, 2021, at 4:45 PM, Laurie Fromhart <bridgewaterwpsupervisor@yahoo.com> wrote:

## Shed and Address Issues on Kaiser Road

---

From: Jonathan Wright (jwright292@outlook.com)

To: bridgewaterwpsupervisor@yahoo.com

Cc: aakwright@outlook.com

Date: Tuesday, October 26, 2021, 09:36 PM EDT

---

Hi Laurie,

Please see the details of our two discussions with Rodney Nanney, Zoning Administrator, regarding the shed and address issue at our newly purchased property on Kaiser Rd.

9/17/21 – Received a call from Rodney Nanney, Zoning Administrator, from number 734-483-2271, 7:40pm

During this call with Rodney, he noted he received our application for an address for our newly purchased property on Kaiser Rd. Despite receiving the application and payment, he would not be issuing us an address due to a “legal ordinance” against our property, siting an illegal structure on the property put up by the previous property owner. Rodney was adamant that he would not issue an address until the shed was torn down, no exceptions, even though we were very clear about the future use of the shed for a tractor and weed whip to maintain the property until we start to build our home late 2023/2024. Rodney then proceeded to walk us through the process of getting a demolition permit through the Western Washtenaw Construction Authority which cost \$120, then once the structure was torn down and inspected he would then issue us an address.

10/25/21 – Received a call from Rodney Nanney, Zoning Administrator, from number 734-483-2271, 7:15pm

During this call with Rodney, he advised us he had just listened to a voicemail from Laurie Fromhart, Township Supervisor, from 3 weeks prior in regards to the “structure” on our property. We advised Rodney we spoke with Laurie who was working with the township board to help us keep the structure, with the intention to use it solely as a shed house lawn maintenance equipment to maintain the property as we will not be building a home until late 2023/2024. At this time, Rodney then stated “I thought you wanted to tear it down” to which we replied that he gave us no other choices or options during the first phone call and our only option was to tear it down or no address would be issued. We then advised Rodney of our discussion with Laurie on 10/21/2021, to which we discussed her raising the issue with the township board to help us keep the shed for the sole purpose of storing lawn maintenance equipment. Rodney then stated, she is not able to do that, she can only file a motion to amend the ordinance which could take several months to get updated. After we advised Rodney of this, he then changed his tone and asked us to email him a detailed description of the purpose in which we wanted to use the shed and he would see if he could find a “loop hole” to us keep the shed.

Both my wife Alexandra and myself, Jonathan, will be attending the townhall meeting on 11/4/2021 at 7pm to answer any question/comments/concerns the board may have about why we would like to keep the shed and why we would like an address issued. Please feel free to give us a call at any time to clarify any of the details noted above.

Thank you,

Jonathan and Alexandra Wright

# BRIDGEWATER TOWNSHIP

**Rodney C. Nanney**  
**Zoning Administrator**  
10990 Clinton Road  
Manchester, MI 48158

October 30, 2021

Alexandra and Jonathan Wright  
26830 Parkside Drive  
Taylor, MI 48180

VIA EMAIL

**Administrative Determination: Proposed uses of an existing structure at 8770 Kaiser Road, 10.01 acres of land on the west side of Kaiser Road south of Austin Road in the AG (General Agriculture) zoning district (parcel #Q-17-01-400-030).**

Dear Alexandra and Jonathan Wright:

I have prepared this administrative determination letter in response to your addressing application and a recent follow up telephone conversation. Please note that a typo in the address assignment has been corrected from “8775” to “8770.” Please disregard the earlier version of this letter dated 10/29/2021.

## **Summary of the circumstances**

Based on the documentation with your addressing application, which was received by the Township on September 16, 2021, you purchased the above-listed parcel from Douglas Frey in late August of this year. During our initial telephone conversation about your addressing application, I made you aware of the existing ordinance violation associated with the existing structure on this parcel. Mr. Frey built the structure years ago without permits and unlawfully occupied it for dwelling purposes (he referred to it as a cabin). I explained that I could not issue an address for an unlawful dwelling. You then confirmed your intention to remove the structure within the next 30 – 60 days. You also confirmed your longer-term plans (2-3years) to construct a new single-family dwelling on the parcel. When we closed this initial conversation, it was with the mutual understanding that you would contact me upon completion of the removal and that the address would then be issued.

I recently learned that you had changed your mind and had decided to keep the structure in place. During our telephone conversation earlier this week, you confirmed that use of the structure would be limited to storage of lawnmowers and other yard maintenance equipment to be used on-site to take care of the property. You also confirmed that the structure would no longer be used for any type of dwelling purposes.

## **Administrative determinations**

Section 1.06E.1. of the Zoning Ordinance establishes the duties and responsibilities of the Zoning Administrator, which include requirements related to interpretation of the Ordinance as applied to specific circumstances. This Section requires that I must *“interpret all provisions of this Ordinance in such a way as to preserve and promote the character of the zoning district in question (and to) carry out the intent and purposes of this Ordinance and the Township’s Master Plan.”*

After review of the circumstances and consideration of your current plans and intended use of this existing structure, I have made the following determinations consistent with Section 1.06E.1.:

1. It is my determination as Zoning Administrator that your conversion of the existing structure to storage of lawnmowers and other yard maintenance equipment to be used on-site to take care of the property eliminated the land use violation associated with the prior owner's unlawful use of the structure for dwelling purposes.
2. With this change of use, it is my determination that this structure will be regulated as a "*detached accessory structure*" subject to the requirements of Section 6.03 (Accessory Structures) of the Zoning Ordinance.
3. It is further my determination that this change of use caused the existing structure to now fall under the "*legal nonconforming structure*" protections found in Section 16.07 (Nonconforming Structures) of the Zoning Ordinance, because it is a detached accessory structure on a lot without a principal dwelling (see Section 6.03B.2. of the Ordinance). As a legal nonconforming structure, it can be used for the storage-related purposes described above, provided that the structure is not enlarged or altered in a manner that would increase the nonconformity.
4. Because this structure is now considered to be a legal nonconforming structure, no additional zoning permit approval is required at this time. Should you relocate or enlarge the structure in the future, please be aware that zoning permit approval would be required.
5. With the change of use and elimination of the previous owner's Ordinance violation, it is my determination that, from a land use perspective, the parcel is a vacant lot suitable for addressing. The completed addressing assignment is attached showing an address of 8770 Kaiser Rd.

Please call me with any questions about this information at (734) 483-2271. As your plans for your new home move forward, please feel free to contact me anytime with questions about the Zoning Ordinance requirements that apply to that project.

Respectfully submitted,

***Rodney C. Nanney***  
Zoning Administrator

# Bridgewater Township

## Zoning Administrator Report

### 2021 Summary of Activities

The following is a summary of permit, addressing, and ordinance enforcement activities during 2021. As I will not be able to attend the January 2022 Board meeting, I have also included some additional comments specifically about the enforcement case involving Doug Frey's use of an existing structure on parcel #Q-17-01-400-030 (now addressed as 8770 Kaiser Road).

#### 2021 Year in Review for Zoning Administrator Services

<b>Approved Zoning Permits</b>	New Dwellings	1
	Additions to Existing Dwellings	2
	Agricultural Buildings	3
	Swimming Pools	1
	Other Accessory Structures	6
	Other (deck, fence, solar, etc.)	4
<b>Addressing assignments</b>		3
<b>Ordinance enforcement issues or complaints investigated/resolved</b>		15

#### 8770 Kaiser Road - Additional Comments About Enforcement Activities

In previous zoning administration reports, I included updates regarding ordinance enforcement activity in response to unlawful use of an existing structure for dwelling purposes by the owner (Doug Frey) on parcel #Q-17-01-400-030, which is located on the west side of Kaiser Rd. south of Austin Rd. This issue was brought to my attention by the Twp. Assessor, who I understand became aware of the structure constructed on this parcel without permits in the course of her work.

As noted in those earlier reports, Mr. Frey responded to my initial notice of violation to confirm his intent to construct a new single-family dwelling on the property and to convert this structure to a storage shed. He asked for and was granted additional time (as allowed per Section 1.13.B.1.) to prepare the building plans and submit the required zoning/building permits. After Mr. Frey failed to take these actions, a second notice was sent to him on 7/26/2021.

Mr. Frey did not contact me in response to this second notice, but I understand that he did contact the Supervisor, which resulted in the 8/8/2021 and 8/29/2021 email exchange included in the November and December Board meeting packets.

"*Frey Zoning Issue*" was added to the August 2021 Board meeting agenda, but contrary to normal practice I was not asked to attend the meeting. This item was not on the copy of the agenda sent to me on 8/1/2021 with the Board packet. At that August meeting, the Board approved the following motion:

*"Motion to approve no action on zoning complaint."*

### **Ordinance Enforcement Process**

Before responding further to the specifics of this case, I would like to share a summary of the Zoning Ordinance enforcement process, which includes the following steps (please note that a violation may be resolved at any point in this process):

1. Possible ordinance violation observed or complaint received by my office.
2. Investigation by my office to determine whether an ordinance violation exists.
3. Informal communication with the property owner and/or occupant, if possible, to make them aware of the violation and to ask for corrective action.
4. Initial written notice of violation sent to the property owner and/or occupant with a request for corrective action within a specific period of time.
5. Second or final written notice of violation sent to the property owner and/or occupant with a request for immediate corrective action. This notice also includes notification of potential consequences of a failure to act to resolve the violation, which include issuance of civil infraction tickets and other potential legal remedies available to the Township [see Section 1.13 (Violations and Penalties)].
6. Issuance of an initial civil infraction notice (ticket) to the property owner or occupant, subject to a *first violation* fine of \$100.00 payable to the Township's Municipal Ordinance Violations Bureau in accordance with Ord. No. 69.
7. Issuance of a second civil infraction notice (ticket) to the property owner or occupant, subject to a *second violation* fine of \$250.00 payable to the Bureau per Ord. No. 69.
8. Issuance of a third civil infraction notice (ticket) to the property owner or occupant, subject to a *third or subsequent violation* fine of \$500.00 payable to the Bureau per Ord. No. 69.
9. If all of the above steps fail to result in resolution of the ordinance violation, then it is at this point that I would bring a request for further legal action by the Twp. Attorney to the Board for consideration.

This last step (step #9) effectively turns the ordinance enforcement case over to the Board for a decision about how the Township (including my office and potentially the Twp. Attorney) will proceed from this point forward. In Mr. Frey's case, this ordinance enforcement process had only reached step #5. The Board's 8/5/2021 action was premature, as emphasized in the following excerpt from my 8/8/2021 email response to the Supervisor (underlining added):

*I will note that, at this point, I have not yet brought this matter to the Board for any determination related to legal action. Until that step is taken, there is no cause for a vote by the Board related to this violation. My enforcement activity as Zoning Administrator related to this lot has not yet reached that stage. When it does, I will turn the matter over to the Board and follow whatever decision is made at that time. I will also plan to be in attendance at that meeting to answer questions that arise. I would respectfully ask that you invite the owner to contact me as he should already have done.*

### **Obligations of the Zoning Administrator**

As Zoning Administrator, I am obligated to "*administer and enforce this (Zoning) Ordinance precisely as written,*" which means I cannot act in an arbitrary or capricious manner. I cannot "*modify, vary or ignore the terms of this Ordinance nor grant exceptions to the actual meaning of (the Zoning Ordinance).*" I am also obligated to "*issue all necessary notices or orders to ensure compliance with these provisions*" (see section 1.06E), and as a professional land use planner to act at all times in accordance with the AICP Code of Ethics.



Because the Board's 8/5/2021 motion was premature, it would have required me to act in an arbitrary manner to ignore an identified ordinance violation, and to grant an unlawful exception to Mr. Frey. **I could not do that without violating my legal and ethical obligations.** It is for this reason that I continued to proceed with the ordinance enforcement process for this parcel, which was sold by Mr. Frey in late August to Alexandra and Jonathan Wright.

I would note at this point that Mr. Frey failed to notify the buyers of the ordinance enforcement activity. This oversight created additional delays and complications for the new owners when they contacted my office to request an address for the parcel in preparation for future construction of a new home on the property. In my September-October zoning administration report, I shared a copy of the administrative determination letter written for the new owners, which ultimately concluded the enforcement activity related to this parcel.

### **Final Thoughts**

As Zoning Administrator, I respond to all complaints by following the enforcement steps noted above. Where no violation is observed, the matter is closed at step #2. Although I am careful to follow the Board's direction to "not patrol the Township," I do also sometimes observe potential violations as I am out and about in the community in accordance with my duties. These matters are treated the same as a complaint in terms of following the enforcement process.

In all cases, I respect private property rights and the constitutional rights of citizens. I treat everyone with respect and dignity. My goal as an ordinance enforcement official is not to ticket people or take them to court, except as a last resort. I do all that I can within the bounds set by the Zoning Ordinance to work with property owners and occupants in a collaborate manner to solve the problem, and I strive to always keep the focus on bringing the property back into compliance with the applicable Township ordinance requirements.

## **December 2021 Zoning Administration Report**

During this period, the following applications were received, reviewed, and acted upon. Also included is a summary of ordinance enforcement and administration activities:

### **Zoning Compliance Certificates and Administrative Site Plan Approval:**

*None this month.*

### **Addressing Assignments and Administrative Determinations:**

1. **Addressing Assignment (Sandra Loring; parcel #Q-17-20-400-009).** Following receipt of an amended/corrected application, I took action to assign this parcel an address of 11767 Hogan Road, Clinton, MI 49236.

### **Ordinance Enforcement:**

2. **Gerken Materials, Inc. Gravel Pit. – Complaint received about excessive noise.** Complaint received about a high-pitched hum emanating from the pit area. Todd Crane from Gerken Materials responded promptly to an emailed notice of violation to confirm by letter that the company plans to add soundproofing insulation to the generator compartment on the

mining dredge, and to indicate an interest in revisiting the potential need to increase the perimeter berm height. Mr. Crane attended the 12/20/2021 Planning Commission meeting to discuss the contents of the letter. The Twp. Engineer has been invited to attend the 1/10/2022 Commission meeting for further discussion of options.

It is my understanding that the Planning Commission will provide further direction to Mr. Crane related to developing the specifics for any potential amendment to the approved Extraction Permit plans.

3. **8232 Boettner Rd. – Inoperable vehicles and junk stored outside.** During a recent site visit, I confirmed that the occupants have completed all required corrective actions. This matter is now closed.

**Ordinance Administration and Other Items of Interest:**

4. **Telephone calls and emails.** During this period, I received telephone calls and emails regarding addressing, private road standards, and Zoning Ordinance standards for pole barn construction, non-farm keeping of livestock, and wireless communication facilities.
5. **Monastery changes?** My office received a letter from “Narcisa Pop” and “Maria Petre,” who are apparently members of the Romanian Orthodox Church, regarding an apparent change in the stewardship over the monastery property at 15143 Sheridan Road. The letter is dated 10/2/2021 but was not received by my office until late in November.

The letter states that, “*the monastery underwent through a process and all residents were forced to move out in a very short period of time.*” The letter further asserts that “*ownership of the property including the cemetery was transferred to Romanian Cultural Center Vatra.*” I have not yet been able to reach the authors of the letter (no follow up contact information was provided), and do not have outside confirmation of the changes described in the letter.

Respectfully submitted,

**Rodney C. Nanney**  
Zoning Administrator

**BRIDGEWATER TOWNSHIP BOARD OF TRUSTEES MEETING**  
**THURSDAY, AUGUST 5, 2021, 7:00 P.M.**  
**BRIDGEWATER TOWNSHIP HALL**  
**10990 CLINTON RD, MANCHESTER, MI 48158**

**AGENDA**

- I. CALL TO ORDER / ESTABLISH QUORUM / PLEDGE ALLEGIANCE
- II. CITIZEN PARTICIPATION
- III. APPROVAL OF BOARD MEETING MINUTES – JUNE 3, 2021
- IV. REVIEW AND APPROVE AGENDA
- V. UNFINISHED BUSINESS
  - A. WCRC Second Agreement – Hogan Road Improvements
- VI. NEW BUSINESS
  - A. Approval of Claims Listing for June 1, 2021 through July 31, 2021
  - B. PA 116 Application
  - C. Farmland Preservation Board Appointment
  - D. Federal Procurement Conflict of Interest Policy
  - E. Principles of Governance Policy
  - F. Washtenaw County Parks Resolution
  - G. Town Hall Water Heater Quote
  - H. Township Attorney Hourly Rate Increase
  - I. Compensation Commission Ordinance
- VII. REPORTS & CORRESPONDANCE
  - A. Public Safety Report – Written report from Sheriff’s Department
  - B. Supervisor’s Report
  - C. Assessor’s Report
  - D. Clerk’s Report
  - E. Treasurer’s Report
  - F. Trustees’ Report
  - G. Zoning Administrator’s Report – Written report from Rodney Nanney
  - H. Planning Commission Report – Minutes included in Board packet
  - I. Broadband Task Force Report – Minutes included in Board packet
  - J. Farmland Preservation Board Report – No meeting in July due to lack of quorum.
- VIII. CITIZEN PARTICIPATION
- IX. ADJOURNMENT

## Bridgewater Township Board of Trustees Minutes

### I. CALL TO ORDER

5-Aug-21 meeting called to order by Supervisor Fromhart at 7:08 p.m. followed by the Pledge of Allegiance at Bridgewater Township Hall, 10990 Clinton Road, Manchester, MI.

Present: Trustee Faust; Trustee Fromhart; Trustee Oliver; Trustee Ahrens

Absent: Trustee McQueer

Citizen attendance: 2

### II. CITIZEN PARTICIPATION

- Morgan Kareitner from Invenerg
- Grant Howard

### III. APPROVAL OF MINUTES

- Motion to approve the previous meeting minutes as presented – Mr. Faust; support – Mr. Oliver; vote – unanimous

### IV. REVIEW AND APPROVE AGENDA

- Motion to approve the agenda as presented – Mr. Oliver; support – Mr. Faust; vote – unanimous

### V. UNFINISHED BUSINESS

WCRC Second Agreement – Hogan Road Improvements, Motion to approve the agreement as presented – Mr. Oliver; support – Mr. Faust; vote – ~~Oliver, Faust, Ahrens – Yes, Fromhart – No, McQueer –~~  
~~Absent unanimous~~

### VI. NEW BUSINESS

#### A. Approval of Claims Listing

- Motion to approve disbursements of \$9,959.69 for general operations and \$5,609.12 for sewer operations; total expenditure of \$15,568.81 for the month of June and disbursements of \$45,382.62 for general operations and \$7,581.28 for sewer operations; total expenditure of \$52,963.90 for the month of July for a grand total of \$68,532.71 – Mr. Oliver; support – Ms. Fromhart; vote – unanimous

#### B. PA 116 Application - Scott Finkbeiner

- Motion to approve the PA116 application as presented – Ms. Fromhart; support – Mr. Oliver; vote – unanimous

#### C. Farmland Preservation Board Appointment

- Motion to appoint Dennis Wilkin for a ~~until 1-year term ending~~ 12/31/2022 – Ms. Fromhart; Mr. Oliver - support; vote – unanimous

#### D. Federal Procurement Conflict of Interest Policy

- Motion to approve policy– Mr. Faust; support – Mr. Oliver

**E. Principles of Governance Policy** – Motion to accept the policy as presented. – Mr. Faust; Mr. Oliver - support; vote – unanimous

**F. Washtenaw County Parks Resolution 2021-10** - Motion to approve Resolution 2021-10 – Ms. Fromhart; support – Mr. Oliver  
Roll call vote:

Meeting Date: 5-Aug-21

Minutes taken by Trustee Ahrens/ prepared by Clerk McQueer

## Bridgewater Township Board of Trustees Minutes

Trustee Faust – yes  
Trustee Oliver - yes

Trustee Fromhart – yes  
Trustee Ahrens - yes

Trustee McQueer – absent

**G. Town Hall Water Heater Quote** - Motion to approve quote from RG-Wahl - Roehm Heating & Cooling for a new water heater for the hall.in the amount of \$489.99 - Mr. Oliver; support – Ms. Fromhart; vote – unanimous

**H. Township Attorney Hourly Rate Increase** - Motion to approve rate increase from \$150.00 to \$200.00 for township lawyer Lucas Law PC- Mr. Oliver; support – Mr. Faust; vote – unanimous

**I. Compensation Commission Ordinance** – discussion by board, decided to not do a commission-based ordinance but rather a 5-person ad hoc committee which will be appointed by the board. - Motion to approve compensation ad hac committee – Ms. Fromhart; support – Mr. Oliver; vote – unanimous

**J. Frey zoning issue - Motion to approve no action on zoning complaint.** – Mr. Oliver; support – Ms. Ahrens;  
vote – unanimous

### VII. REPORTS AND CORRESPONDENCE

#### A. Public Safety Report

- A written report from the sheriff is included in the board packet

#### B. Supervisor's Report

- See board packet

#### C. Assessor's Report

- No report was received from Ms. Rider

#### D. Clerk's Report

- No report, absent

#### E. Treasurer's Report

No report

#### F. Trustees' Report

- None

#### G. Zoning Administrator's Report

- A written report from Mr. Nanney is included in the board packet

#### H. Broadband Task Force Report

- The minutes are in the board packet

#### I. Planning Commission

- The minutes are in the board packet

#### J. Farmland Preservation Board Report

- There was no meeting

### VIII. CITIZEN PARTICIPATION

- None

### IX. ADJOURNMENT

- Ms. Fromhart adjourned the meeting at 8:45 p.m.

## Mr.Nanney

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From: Brenda Marion (bj.marion@gmail.com)

To: bridgewaterwpsupervisor@yahoo.com

Date: Friday, November 19, 2021, 11:38 AM EST

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I have complained over the years about Nancy Hebb's dogs constant barking. There have been times I've been uncomfortable outside in my yard which is 1700 ft off road and a ways away from her property. Over the years I have sent Mr. Nanney emails and he has replied with not much interest in taking my complaints seriously. He said he has stopped by and heard no barking. He said when he talked to Nancy in the past she said feral cats upset her dogs. All day? He has told me that I should go talk to her and that no one else has complained. I talked to some of my neighbors and they didn't know they could do anything. I gave Mr.Nanney's email and sheets to submit complaints to Township Hall. I have not seen any dogs on her property in many, many years. I'm not trying to be difficult but after all these years of barking I'm wondering about the care of these dogs and that my concerns are being disregarded by Mr.Nanney.



November 24, 2021

Bridgewater Township  
10990 Clinton Rd  
Manchester, MI  
Attn: Laurie Fromhart

Re: Bridgewater Township - Conversion of 18 Streetlights to LED

Based on your request, I have attached a cost estimate for the proposed 2022 streetlight conversion project. The total light count is 18 streetlights and reflects the following descriptions:

- Overhead (OH) – DTE Owned and Maintained Street Lights on Wood Poles
- 1 - 175 watt Mercury Vapor to 58 watt LED
- 15 – 100 watt High Pressure Sodium to 58 watt LED
- 2 – 250 watt High Pressure Sodium to 136 watt LED

Below please find the estimate breakdown for this project. The costs are based on the Option 1 Municipal Street Light rate - DTE Energy owned and maintained. The rate requires the customer pay a portion of the construction cost. The following information outlines the street lighting installation.

<u>Estimate Breakdown</u>	
Project Cost	\$4,444.00
Less DTE Labor Contribution	(\$65.00)
<b>Total Upfront Cost</b>	<b>\$4,379.00</b>
EO Rebate Issued After Construction	\$355.00
<b>Final Cost to Convert after Rebate</b>	<b>\$4,024.00</b>
Current Annual Invoice	\$4,159.80
Future Annual Invoice	\$3,271.92
<b>Annual Savings</b>	<b>\$887.88</b>
<b>Payback</b>	<b>4.53 years</b>

The breakdown above is based on internal data and may vary. Field verification by DTE of streetlight locations will be conducted. The data obtained from field verification will determine exact project costs.

An authorized signature on the Municipal Street Lighting Master Agreement and the payment contribution will be our notification to begin final design and construction scheduling.

Please feel free to contact me if you have any questions at 734-309-2937.

Sincerely,  
*Brandon R. Faron*  
Brandon R. Faron  
Account Manager  
DTE Energy - Community Lighting

**BRIDGEWATER TOWNSHIP BOARD OF TRUSTEES  
BOARD OF REVIEW GUIDELINES  
FOR POVERTY/HARDSHIP EXEMPTIONS  
RESOLUTION NUMBER 2022-01**

WHEREAS, the General Property Tax Act, MCL 211.7u, states that the homestead of persons who, in the judgment of the supervisor and the board of review, by reason of poverty, are unable to contribute to the public charges is eligible for exemption in whole or part from taxation under the General Property Tax Act; and

WHEREAS, a township board is required by MCL 211.7u to adopt guidelines for the poverty exemption;

NOW, THEREFORE, BE IT HEREBY RESOLVED, pursuant to MCL 211.7u, that Bridgewater Township, Washtenaw County, adopts the following guidelines for the supervisor and board of review to implement.

The guidelines shall include but not be limited to the specific income and asset levels of the claimant and all persons residing in the household.

To be eligible for exemption under this section, a person must do all of the following on an annual basis:

1. Own and occupy as a principal residence the property for which an exemption is requested. The person shall affirm this ownership and occupancy status in writing by filing a form prescribed by the state tax commission with the local assessing unit.
2. File a claim with the board of review on a form prescribed by the state tax commission and provided by the local assessing unit, accompanied by federal and state income tax returns for all persons residing in the principal residence, including any property tax credit returns, filed in the immediately preceding year or in the current year. Federal and state income tax returns are not required for a person residing in the principal residence if that person was not required to file a federal or state income tax return in the tax year in which the exemption under this section is claimed or in the immediately preceding tax year, and an affidavit in a form prescribed by the state tax commission may be accepted in place of the federal or state income tax return.
3. Produce a valid driver's license or other form of identification if requested by the supervisor or board of review.
4. Produce a deed, land contract, or other evidence of ownership of the property for which an exemption is requested if required by the supervisor and board of review.
5. Meet the federal poverty income guidelines as defined and determined annually by the United States Office of Management and Budget.

The federal poverty guidelines as of 12-31-2021:



Size of Family Unit	Poverty Guidelines
1	\$12,880
2	\$17,420
3	\$21,960
4	\$26,500
5	\$31,040
6	\$35,580
7	\$40,120
8	\$44,660
For each additional person	\$4,540

- Meet additional eligibility requirements as determined by the township board, including: in addition to being at or below the federal poverty guideline for income, an applicant may own up to \$250,000 in real and personal property.

BE IT ALSO RESOLVED that the board of review shall follow the above-stated policy and federal guidelines in granting or denying an exemption.

The foregoing resolution offered by Trustee \_\_\_\_\_ and supported by Trustee \_\_\_\_\_.

Upon roll-call vote, the following members voted:

AYE:  
NAY:

ABSTAIN:  
ABSENT:

The Supervisor declared the motion passed and Resolution 2022-01 duly adopted.

Certification:

I, Michelle McQueer, the undersigned Clerk of the Township of Bridgewater, hereby certify that the foregoing resolution is a true and complete copy of a resolution adopted at a regular meeting of the Board of Trustees of the Township of Bridgewater, held on January 6, 2022 the original of which is on file in my office, and that notice of such meeting was given, and the meeting was conducted, pursuant to and in compliance with Act No. 267, Michigan Public acts of 1976, as amended.

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Michelle McQueer  
Bridgewater Township Clerk

BRIDGEWATER TOWNSHIP  
PLANNING COMMISSION MEETING  
MONDAY 7 PM December 20, 2021  
BRIDGEWATER TOWNSHIP HALL  
10990 CLINTON RD.

MINUTES

- I. CALL TO ORDER – Meeting called to order at 7:05 PM
- II. ROLL CALL AND DETERMINATION OF A QUORUM – Present: Horney  
Messing (remote, in Bridgewater), Iwanicki, Oliver, Barbu (remote, in Florida).  
Quorum present.
- III. REVIEW AND APPROVE AGENDA – Moved Horney, second Iwanicki.  
Approved by unanimous voice vote.
- IV. APPROVAL OF MINUTES – Moved by Horney to approve minutes as presented,  
second Oliver. Approved by unanimous voice vote.
  - A. November 15, 2021 Planning Commission meeting
- V. CITIZEN PARTICIPATION –  
Gretchen Barr introduced herself as an incoming member of the Planning  
Commission, replacing Cal Messing who declined to be re-appointed.  
A resident of the Bridgewater hamlet asked about ordinance rules on keeping  
animals in the hamlet. A grandchild wants to keep 2 lambs in the hamlet,  
not currently allowed. Discussion followed about possible  
changes in the ordinance and the topic will be discussed at a future meet-  
ing of the Planning Commission.
- VI. PUBLIC HEARINGS - none
- VII. OLD BUSINESS - none
- VIII. NEW BUSINESS -

A. Master plan discussion - Horney suggested that the Master Plan discussion be tabled until the next meeting - no objections.

B. Discussion of gravel pit berm/noise

Neighbors have recently complained about noise from the gravel pit operation.

There was discussion about a noise level study done by the pit operators.

There was discussion about possible noise abatement methods, such as sound-proofing enclosure of stationary equipment, raising the berm level. There was discussion about whether the noise level required any action. A pit representative stated that they intended to try some abatement methods to determine the effects.

C. Board of trustee appointments to the Planning Commission

Mark Iwanicki was reappointed to the Planning Commission. Gretchen Barr was appointed to the Planning Commission. She will replace Calvin Messing who declined to be reappointed.

D. Horney proposed meeting dates for the Planning Commission in 2022 as

follows: January 10, 2022; February 21, 2022; March 21, 2022; April 11, 2022; May 16, 2022; June 20, 2022; July 11, 2022; August 15, 2022; September 19, 2022; October 10, 2022; November 21, 2022; December 19, 2022. Seconded by Oliver. Approved by unanimous voice vote.

## IX. COMMUNICATIONS

A. Zoning Administrators Report is on file.

B. Trustees Report - Iwanicki and Barr appointed to the Planning Commission.

X. INFORMATIONAL ITEMS – none

XI. PUBLIC COMMENT - none

XII ADJOURNMENT – Moved to adjourn Horney, second Iwanicki. Meeting adjourned at 8:35 PM by unanimous voice vote.

Next meeting is January 10, 2022.



**Washtenaw County Broadband Task Force**  
 Established by the Washtenaw County Board of Commissioners  
 Working to Achieve Countywide Broadband Equity by 2022



## VIRTUAL Meeting Minutes

Thursday, November 18, 2021  
 8:00 – 9:00 A.M.

I. Call to Order / Roll Call

Chair Fuller called the meeting to order at 8:00 am

Present:

Ann Arbor Township  
 Bridgewater Township  
 Dexter Township  
 Freedom Township  
 Lima Township  
 Lyndon Township  
 Manchester Township  
 Northfield Township  
 Saline Township  
 Scio Township  
 Sharon Township  
 Sylvan Township  
 Webster Township  
 District 1 Commissioner  
 District 3 Commissioner  
 Incumbent Carriers  
 Vice Chair  
 Chair  
  
 Washtenaw County Administrator  
 Washtenaw County Staff

Diane O’Connell  
 Don Stein  
 Karen Nolte  
 Valisa Bristle  
 Elaine Bader  
 Gary Munce  
 Lisa Moutinho  
 L.J. Walter  
 Gary Pirkola  
 Alec Jerome  
 Barb Fuller  
 Amanda Nimke-Ballard  
 John Kingsley  
 Jason Maciejewski  
 Shannon Beeman  
 Kyle Mazurek – Comcast  
 Ben Fineman  
 Barb Fuller  
  
 Gregory Dill  
 Michelle Billard – Corp Counsel  
 Kelly Belknap – ARPA Compliance  
 Andrew DeLeeuw – Strategic Plan

Members of the Public

Lucas Larsen  
 Chris Scharrer  
 Jared Mauch  
 Joe Kelly  
 Justin Heinze

II. Approval of the Agenda

Motioned by Kingsley, supported by Nimke-Ballard  
 Unanimous approval of agenda as presented

- III. Approval of Oct 21, 2021 Meeting Minutes  
Motioned by Jerome, supported by Stein  
Unanimous approval of minutes as presented
- IV. Update - Broadband Gap-Fill Initiative  
Gregory Dill, Washtenaw County Administrator  
Administrator Dill assured the group that his office was working to keep the process moving and then asked Kelly Belknap to offer additional updates.

Ms. Belknap shared that:

- Contracts with ISP's are in progress – timeline for completion is unknown
- Will be in compliance with ARPA rules
- Project manager contract is awaiting approval from the Administrator

Administrator Dill will work to increase the pace and get these contracts done. He thanked the group for their patience and involvement and will be scheduling a meeting with Barb and others to keep the momentum going.

- V. Action Items  
None – Chair Fuller asked everyone to read the update she provided.
- VI. New Business
- VII. Old Business
- VIII. Township Updates  
Gary and Ben attended the Michigan Moonshot conference on 11/9 in Traverse City- Ben was a presenter and shared information to help municipalities begin their broadband efforts. Washtenaw County is generally regarded as a leader on this issue and has the attention of the entire state. Ben appreciates the leadership and vision of this group.

Barb shared that commissioner districts were recently redrawn (as they are every 10 years in alignment with census), Commissioner Maciejewski lost a portion of Dexter, Commissioner Beeman's district remained mostly the same.

Remember, you were provided updates for tax bills, newsletters.

Dexter has identified 80 addresses for gap filling verification. Ben working on it.

If one of the gap-filling awardees has a Metro-Act agreement with your township, please send it to Barb, Ben and Lisa.

No update from Northfield Township on their own broadband efforts. Waiting on more info.

- IX. Public Comment  
None



- X. Announcements  
County's State of Emergency (that allows us to meet remotely) expires on 12/31. We will likely resume meeting at the Chelsea District Library. Will keep the group updated.
- XI. Adjournment  
Chair Fuller adjourned the meeting at 8:35 am

**NEXT MEETING** Dec 16, 2021 @ 8:00-9:00AM – Zoom format

DRAFT